



PARKS AND RECREATION ADVISORY BOARD

December 11, 2017

5:30 p.m. - Basement, Thorman Conference Room
801 Texas Ave., City Bldg. 3, El Paso, Texas

Minutes

Members Present: (7)

Mayor – Adrienne Moody
District 1 – Romaree Friedman Herbert
District 2 – David J. Ochoa
District 3 – Edward Frausto
District 5 – Theresa Welch Fordham
District 7 – Sylvia Carreon (Chair)
District 8 – Simon Chandler

Members Absent: (1)

District 4 – Julia Smith

Vacancies: (1)

District 6 – Vacant

City Staff Present

Tracy Novak, Director
Elsa Ramirez, Board Recording Secretary
Joel McKnight, Assistant Director
Joe Rodriguez, Interim Assistant Director
Steve Lunsford, Land Management Superintendent

City Attorney – Legal

Leslie Jean-Pierre, Assistant City Attorney

Jose Carlos Villalva, Real Estate Manager
Al Ruiz, Facilities Maintenance Chief, SAM

Public Present

Mark Crosby

1. Agenda Item #1. Meeting Called to Order
Sylvia Carreon, Chair, called the meeting to order at 5:30 p.m.
2. Agenda Item #2. **Introduction:** New Parks and Recreation Advisory Board Member – Adrienne Moody

Sylvia Carreon, Chair, introduced the new Parks and Recreation Advisory Board Member – Adrienne Moody to the Board.

Adrienne Moody gave the Board a brief introduction of herself.

3. Agenda Item #3. Discussion and Action: Nomination and Election of Parks and Recreation Advisory Board Chair and Vice Chair, pursuant to Ordinance 017124, Title 2, Chapter 2.20.

Sylvia Carreon, Chair, asked the Board if there were any nominations to present.

Sylvia Carreon, Chair, nominated Simon Chandler as the new Chair for the Parks and Recreation Advisory Board, seconded by Edward Frausto.

Theresa Welch Fordham, Board member, stated that Sylvia Carreon could not do that because it had to go through a complete vote with the Board.

Leslie Jean-Pierre, Assistant City Attorney, stated that Ms. Carreon was fine to nominate a Board member and then take a vote from Board.

Motion by Theresa Welch Fordham to nominate Simon Chandler as Chair of the Parks and Recreation Advisory Board, Sylvia Carreon seconded. Motion carried. (unanimous)

Sylvia Carreon, Board member, nominated Theresa Welch Fordham as Vice Chair of the Parks and Recreation Advisory Board.

Simon Chandler, newly appointed Chair, asked the Board if there were any other nominations for Vice Chair to consider. There were no other nominations brought forward.

Motion by Romaree Friedman Herbert to nominate Theresa Welch Fordham as Vice Chair of the Parks and Recreation Advisory Board, Sylvia Carreon seconded. Motion carried. (unanimous)

4. Agenda Item #4. Approval of Minutes: November 13, 2017

Motion by Theresa Welch Fordham to accept minutes as written, seconded by David Ochoa. Motion carried. (unanimous)

5. Agenda Item #5. Call to the Public (for items not on the agenda)
None

6. Agenda Item #6. Discussion and Action: Recommendation to allow Temporary Right of Entry, Bear Ridge Park – Joel McKnight, Assistant Director

Joel McKnight, Assistant Director, introduced Mr. Mark Crosby who made a presentation to the Board on this item.

Mark Crosby made a presentation to the Board on this item for consideration.

Joel McKnight, Assistant Director, provided the Board information on this item in support of Mr. Mark Crosby's request.

A discussion was held with Board members to answer questions.

Motion by Theresa Welch Fordham to allow temporary right of entry to Bear Ridge Park, Sylvia Carreon seconded. Motion carried. (unanimous)

7. Agenda Item #7. Update and Discussion: Facilities Maintenance Activities – Victor Rivera, Facilities Maintenance Supervisor

Al Ruiz, Facilities Maintenance Chief, provided updates in place of Mr. Rivera:

- Hawkins pool – it has been closed for about a month. We have painted the pool shell, deck, the far wall on the southside, restrooms and offices. It is all finished, we are just waiting on cure time as recommended by manufacturer. It should be ready to open by Friday.
- On the outdoor parks restrooms, we just checked all the plumbing and made repairs as needed. We will not be closing any park's outdoor restrooms.
- Sidewalk and rockwall repairs have been done, there was a big one at Lincoln Park all along the gateway east. Streets and Maintenance helped with a lot of this work.
- Officer David Ortiz Recreation Center – we had some damaged rockwalls in back of the parkway and it was replaced.
- Veterans Park – repaired damaged sidewalks throughout the park

Joe Rodriguez, Interim Assistant Director, expressed his gratitude to the Facilities Maintenance crew for their help with Winterfest.

8. Agenda Item #8. Update and Discussion: San Jacinto Restroom Lease overview – Jose Carlos Villalva, Real Estate Manager

Jose Carlos Villalva, Real Estate Manager, addressed the Board on this item.

Jose Carlos Villalva left at 6:05 p.m.

9. Agenda Item #7. Subcommittees:

a. **Discussion and Action:** Subcommittee Assignments (as needed)

Motion by Sylvia Carreon to nominate David Ochoa as Chair of the Park Naming Subcommittee, seconded by Theresa Welch Fordham. Motion carried. (unanimous)

Motion by David Ochoa to nominate Simon Chandler as Vice Chair of the Park Naming Subcommittee, seconded by Sylvia Carreon. Motion carried. (unanimous)

Motion by Edward Frausto to nominate Adrienne Moody as an Alternate for the Tree Subcommittee, seconded by Romaree Friedman Herbert. Motion carried. (unanimous)

Motion by David Ochoa to nominate Romaree Friedman Herbert as a member of Grievance Subcommittee, seconded by Theresa Welch Fordham. Motion carried. (unanimous)

Motion by David Ochoa to nominate Adrienne Moody as an Alternate for the Grievance Subcommittee, seconded by Romaree Friedman Herbert. Motion carried. (unanimous)

Motion by David Ochoa to nominate Sylvia Carreon as Chair of the Grievance Subcommittee, seconded by Romaree Friedman Herbert. Motion carried. (unanimous)

Motion by Sylvia Carreon to nominate Edward Frausto as Vice Chair of the Grievance Subcommittee, seconded by Romaree Friedman Herbert. Motion carried. (unanimous)

- b. **Discussion and Action:** Pending Subcommittee Recommendations (as needed)
None
- c. **Discussion and Action:** Adoption of staff recommendation to suspend Ms. Veronica L. Chrisman for one (1) year for violation of the City of el Paso Parks and Recreation Department's Behavior Management Policy at the Blackie Chesher Field 3.

Sylvia Carreon, Board member, addressed the Board regarding this suspension and the Grievance Subcommittee agreed to a reduced suspension for consideration by the Parks and Recreation Advisory Board.

Motion by Sylvia Carreon to recommend that the one (1) year suspension be reduced to six (6) months for Veronica L. Chrisman as per the Grievance Subcommittee's recommendation, seconded by David Ochoa. Motion carried. (unanimous)

10. Agenda Item #10. **Reports on Recent Activity**

- a. Recent City Council Agenda Items List
- b. Upcoming Committee Meetings List
- c. Land Acquisition List
None
- d. Parks and Recreation Construction Projects List

No questions from Board members on these items.

11. Agenda Item #8. **Discussion:** Identify Items for Future Agendas

- 1. Board member attendance at upcoming TRAPS Annual Institute and Expo

12. Adjournment – 6:20 p.m.

Minutes submitted by Elsa Ramirez, Board Recording Secretary