



## PARKS AND RECREATION ADVISORY BOARD

March 12, 2018

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 4 – Julia Smith  
District 5 – Theresa Welch Fordham (Vice Chair)  
District 7 – Sylvia Carreon  
District 6 – Sandra Olivar

#### Members Absent: (2)

District 3 – Edward Frausto  
District 8 – Simon Chandler (Chair)

#### City Staff Present

Tracy Novak, Director  
Elsa Ramirez, Board Recording Secretary  
Joel McKnight, Assistant Director  
Joe Rodriguez, Interim Assistant Director  
Carlos Martinez, Interim Recreation Programs Manager  
Steve Lunsford, Park Maintenance Superintendent  
Al Ruiz, Facilities Maintenance Chief

#### City Attorney – Legal

Leslie Jean-Pierre, Assistant City Attorney

#### Public Present

None

1. Agenda Item #1. Meeting Called to Order  
Theresa Welch Fordham, Vice Chair, called the meeting to order at 5:31 p.m.

2. Agenda Item #2. Approval of Minutes: February 12, 2018

*Motion by Sylvia Carreon to accept minutes as written, seconded by Adrienne Moody. Motion carried. (unanimous)*

3. Agenda Item #3. Call to the Public (for items not on the agenda)  
None

4. Agenda Item #4. **Update and Discussion:** Facilities Maintenance Activities – Victor Rivera, Facilities Maintenance Supervisor

Al Ruiz, Facilities Maintenance Chief, gave the Board an update on activities:

- Time clocks at all park facilities are being adjusted for time change
- Completed the re-roof of two classrooms at the Multipurpose Center
- Completed repairs to area lighting at Paseo de los Heroes and Yucca Park. Wires were broken by contractors who installed new playgrounds.
- Repairs to Modesto Gomez outdoor restrooms and Delta outdoor restrooms. We are updating all the fixtures due to vandalism. Changing partitions to stainless steel and also repainting the restrooms. Also, updating lighting.
- San Juan Senior Center – we removed the doors to men and women’s restrooms to ease entry for people in wheelchairs and walkers.
- Repairs to Sunrise Park’s outdoor restrooms, walls replaced, and baby changing stations.

*Al Ruiz, Facilities Maintenance Chief, left at 5:48 p.m.*

5. Agenda Item #5. **Discussion:** Texas Recreation and Parks Society Institute and Expo – Tracy Novak, Director

Tracy Novak, Director, gave the Board a brief update on the conference attended by seven staff members and one Board member.

Romaree Friedman Herbert, Board member, recognized the Parks Department for the award they received on the All Abilities Playground.

Theresa Welch Fordham, Vice Chair, mentioned the newest Board member, Sandra Olivar.

Sandra Olivar, new Board member for District 6, gave the Board a brief description of her background.

6. Agenda Item #6. **Discussion:** Remembrance Tree Program Update – Joel McKnight, Assistant Director

Joel McKnight, Assistant Director, gave the Board a presentation on the Remembrance Tree Program.

7. Agenda Item #7. **Update:** NRPA Nutrition Grant which provides nutrition education to youth – Carlos Martinez, Interim Recreation Centers Manager

Joe Rodriguez, Interim Assistant Director, provided a brief description of this program and distributed a packet. Mr. Rodriguez introduced Carlos Martinez, Interim Recreation Centers Manager to give them a presentation on this program.

Carlos Martinez, Interim Recreation Programs Manager, made a presentation to the Board on the NRPA Nutrition Grant program and distributed a packet sample as well for the Board to review.

*Carlos Martinez, Interim Recreation Programs Manager, left at 6:08 p.m.*

8. **Subcommittees:**

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

Romaree Friedman Herbert, Board member, would like to remove herself from the Park Naming Subcommittee.

*Motion by Romaree Friedman Herbert, Board member, to name Sandra Olivar as a Park Naming Subcommittee member, seconded by Sylvia Carreon. Motion carried. (unanimous)*

b. **Discussion and Action:** Pending Subcommittee Recommendations (as needed)

None

9. Agenda Item #7. **Reports on Recent Activity**

a. Recent City Council Agenda Items List

Questions asked by Board members on some items. Tracy Novak answered questions asked.

b. Upcoming Committee Meetings List

No questions from Board on this item.

c. Land Acquisition List

None

d. Parks and Recreation Construction Projects List

No questions from the Board on this item.

10. Agenda Item #10. **Discussion:** Identify Items for Future Agendas

1. Update on Shade Ordinance

11. Adjournment – 6:24 p.m.

Minutes submitted by Elsa Ramirez, Board Recording Secretary