



BOARD OF PARKS AND RECREATION

May 9, 2016

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

Minutes

Members Present: 6

District 3 – Deanna A. De La Cruz
District 2 – Steve Lujan
District 5 – Theresa Welch Fordham
District 6 – Francoise A. Feliberti
District 8 – Ana Roush

Members Absent: 1

District 4 – Roy Gilyard
District 7 – Sylvia Carreon

Vacancies: 2

Mayor – Vacant
District 1 – Vacant

City Staff Present

Tracy Novak, Director of Parks and Recreation
Joel McKnight, Parks and Recreation Assistant Director
Paula Powell, Parks and Recreation Assistant Director
Steve Lunsford, Land Management Superintendent
Maggie Binkley, Administrative Assistant

City Attorney - Legal

Juan Gonzalez, Assistant City Attorney

Streets and Maintenance

Victor Rivera, Facilities Maintenance
Superintendent

Public Present

None

1. Agenda Item #1. Meeting Called to Order
Theresa Welch Fordham, Chair, called the meeting to order at 5:31 p.m.
2. Agenda Item #2. Approval of Minutes: April 11, 2016
Motion by Steve Lujan to approve minutes as written. Second by Ana Roush. 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: Facility Maintenance Activities – Victor Rivera, Facilities Maintenance Superintendent
Victor Rivera, Facilities Maintenance Superintendent, reported on the following items:
 - Finishing AC startup for summer
 - Little vandalism

- Roof replacement – Hawkins and Multipurpose Center
- Playground repairs
- Installation of cameras at Westside Sports Complex

Discussion ensued on the absence of soap dispensers, and low water pressure at Blackie Chesher. Facility Maintenance and Land Management will inspect tomorrow.

5. Agenda Item #5. Presentation and Discussion: Sports Penalty Matrix – Andrea Schiechl, Sports Manager

Andrea Schiechl, Sports Manager, presented the Board with a PowerPoint outlining the revisions to the Administrative Guideline No. 201, Sports Penalty Matrix. (handout)

6. Agenda Item #6. Subcommittees:

- a. Tree Subcommittee – Discussion on Membership and Meetings

Joel McKnight, Assistant Parks and Recreation Director, reviewed with the Board the ordinance and reference manual of the Parks and Recreation Advisory Board.

It was determined that with the assistance of Brent Pearson, Tree Arborist, the Parks Department will provide Sylvia Carreon, Tree Subcommittee Chair, with a list of potential candidates for membership.

7. Agenda Item #7. Presentation and Discussion: San Jacinto Permit Protocol – Paula Powell, Assistant Parks and Recreation Director

Paula Powell, Assistant Parks and Recreation Director, presented the Board with a PowerPoint on the new protocol for San Jacinto Plaza permits.

Discussion followed on the food trucks, bathroom facilities, security and peace officers.

8. Agenda Item #8. Subcommittees Assignments (as needed)
None

9. Agenda Item #9. Reports on Recent Activity

- a. Recent City Council Agenda Items
- b. Upcoming Committee Meetings List
- c. Land Acquisition List
- d. Parks and Recreation Construction Projects List

Theresa Fordham, Chair, advised the Board that further information on the above items can be located in their packets and on the City's website. Being no further discussion she moved on to the next agenda item.

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

- Park and Recreation FY17 Budget

11. Adjournment – 6:22 p.m.

Minutes submitted by Maggie Binkley, Administrative Assistant