

DATE: May 29, 2008

TO: City Clerk

FROM: Representative Melina Castro

ADDRESS 2 Civic Center Plaza, 10<sup>th</sup> Floor

TELEPHONE 915-541-4400

Please place the following item on the (Check one): CONSENT XXX REGULAR \_\_\_\_\_

Agenda for the Council Meeting of June 3, 2008

Item should read as follows: Appointment of William Medrano to the Parks and Recreation Advisory Board, filling an unexpired term, by Representative Melina Castro, District 4.

SPECIAL INSTRUCTIONS: \_\_\_\_\_

**BOARD COMMITTEE/COMMISSION APPOINTMENT/REAPPOINTMENT FORM**

NAME OF BOARD/COMMITTEE/COMMISSION: Parks and Recreation Advisory Board

NOMINATED BY: Representative Melina Castro DISTRICT: 4

NAME OF APPOINTEE William Medrano  
(Please verify correct spelling of name)

BUSINESS ADDRESS: 9424 Stahala Drive

CITY: El Paso ST: TX ZIP: 79924 PHONE: 915-892-1266

HOME ADDRESS: \_\_\_\_\_

CITY: El Paso ST: TX ZIP: 79924 PHONE: \_\_\_\_\_

WHO WAS THE LAST PERSON TO HAVE HELD THIS POSITION BEFORE IT BECAME VACANT?

NAME OF INCUMBENT: Gary Walford

EXPIRATION DATE OF INCUMBENT: 10/14/2009

REASON PERSON IS NO LONGER IN OFFICE (CHECK ONE): TERM EXPIRED: \_\_\_\_\_  
RESIGNED XX  
REMOVED \_\_\_\_\_

DATE OF APPOINTMENT: 06/03/2008

EXPIRATION DATE OF NEW APPOINTEE: 10/14/2009

PLEASE CHECK ONE OF THE FOLLOWING: 1<sup>st</sup> TERM: \_\_\_\_\_

2<sup>nd</sup> TERM: \_\_\_\_\_

UNEXPIRED TERM: XX

**APPLICATION  
FOR  
BOARDS AND COMMISSIONS  
CITY OF EL PASO**

Name William "Billy" MEDRANO District #4

Home Address \_\_\_\_\_

EL PASO, TX 79924 Home Phone \_\_\_\_\_

Business Address SAME AS ABOVE - NORTH AMERICAN LABOR  
RELATIONS Business Phone (915) 892-1266

Length of Residency in the City of El Paso 30 yr's Date of Birth \_\_\_\_\_

Educational Background B.S. RECREATION EDUCATION - CAL-STATE

UNIVERSITY of LOS ANGELES 1973 - MASTERS CERTIFICATION IN PARK

MGMT. - CAL-STATE UNIVERSITY of LOS ANGELES & COUNTY of LOS ANGELES

Employment Background 1955-1960 LOS ANGELES UNIFIED SCHOOL DISTRICT (PLAYGROUND DI

1963-1978 LOS ANGELES COUNTY PARKS & REC. = LAST POSITION WAS REGIONAL

DIRECTOR of 44 PARKS - IN Addition CONDUCTED Spec. Prog. FOR L.A. Dodger - CALERS, RAMS

EL PASO COUNTY DIRECTOR of PARKS

Volunteerism, Organizations, Community Service, Special Qualifications G.I. Forum -

TX EMPLOYMENT COMMISSION - (ASPA) AMER. Soc. of PERSONNEL ADMIN.

TOP SECRET - SECRET at NEW MEXICO STATE

References (Name and Phone Number): ARTURO TOVAR

DAVID MONTELONGO - LYNDA LININGER

RICHARD CHASE

Commissions and Boards in which you are particularly interested \_\_\_\_\_

PARKS & RECREATION BOARD

Signature William Medrano

Date 5-16-08

**Resume**  
**of**  
**William N. Medrano**

Telephone: :

## PROFESSIONAL OBJECTIVE

I am seeking a responsible and challenging position in **Park Management** where my 20 years of **Practical/Professional Management Experience, Advanced Education Achievement, Abilities and Training** will be effectively utilized.

### PARK MANAGEMENT EMPLOYMENT BACKGROUND

1963 - 1978 **Los Angeles County Department of Parks & Recreation**  
*Positions - Regional Director, District Director, Park Director* (positions currently known as Community Park/Rec Administrators); **Personnel Director**.  
Responsibilities involved the planning, organizing and conduction of park activities to meet the recreational needs of county residents with the aim of improving the quality of life. Duties entailed the supervision of full time/part-time personnel such as Park Directors, Recreation Leaders, Life Guards, Locker Room Attendants, Maintenance Personnel for maintaining facilities including buildings, grounds, and swim pools. Conducted surveys, maintained statistical data, coordinated contract bids with purchasing departments. Organized advisory councils and utilized volunteer staff in the development and implementation of community resources. Provided full employment function such as interviewing, hiring, counseling and terminations. Drafted budgets and administered the approved expenditures of fund collecting revenues. Maintained records of inventory control/supplies ordered. Conducted Public Relations Programs for the Los Angeles Dodgers, Los Angeles Rams, Los Angeles Lakers, in conjunction with county-wide programs.

### MAJOR LOS ANGELES COUNTY FACILITIES SUPERVISED

- ... Whittier Narrows Dam Recreation Area, 1,092 acres and includes two 10-acre lakes, 8 soccer fields, 3 baseball fields, 4 softball diamonds, 18 hole golf course, equestrian trails, and a skeet & trap area. The facility is in South El Monte, 10 miles from Los Angeles.
- ... Arcadia Park in the Pasadena/Arcadia area approximately 22 miles from Los Angeles and is about 37 acres, has a swimming pool, 18 hole golf course, 1 baseball field, 2 softball diamonds, Senior Citizen Lawn Bowling Court and 12 lighted tennis courts.

### MINOR FACILITIES SUPERVISED

- ... Bassett Park, La Puente, 9.8 acres
- ... Belvedere Park in East Los Angeles, 28.9 acres
- ... Charter Oak Park in Covina, 12.5 acres
- ... City Terrace Park, East Los Angeles has 14.1 acres
- ... Fransworth Park, Altadena, 14.8 acres
- ... Hacienda Heights Park, Hacienda Heights, 11 acres
- ... Loma Alta Park in Altadena/Pasadena, 7.3 acres
- ... Manazanita Park, La Puente, 12 acres
- ... Mayberry Park in Whittier, 15.7 acres
- ... Obregon Park in East Los Angeles, 9.4 acres
- ... Rimgrove Park in La Puente, 7.6 acres
- ... Roosevelt Park in Watts, 24.6 acres
- ... Salazar Park in East Los Angeles, 8.4 acres
- ... Two Strike Park in La Crescenta, 8.7 acres

- ... Valleydale Park in Azusa, 9.5 acres
- ... West Hollywood Park in West Los Angeles, 5.3 acres

The above listed parks have multi-purpose ball diamonds, swimming pools, community buildings, and some gymnasiums, small children's play areas.

**EDUCATION:**

- 1973 Bachelor of Science, California State University at Los Angeles
- 1978 Management Certificate by County of Los Angeles & California State University at Los Angeles

**AFFILIATIONS:**

Texas Employment Commission, Job Service Employer Committee Member; El Paso Chamber of Commerce, Business & Industrial Education/Training; American Society of Personnel Administration; El Paso/Juarez Twin Plant Personnel Association.

**NOTE:** SECURITY CLEARANCE - SECRET, DEPARTMENT OF DEFENSE, 1984 Physical Science Laboratory, New Mexico State University.

**NON-RELATED JOB EXPERIENCE**

1992 - 1993 **HARDIE IRRIGATION, El Paso, Texas**  
**Position:** *Division Human Resources Manager.* Responsibilities included the Plant closure of the Hardie plant in Carson City, Nevada, and the start-up of their electronic/assembly division in El Paso. Successfully merged the existing Plastic Injection Molding facility with the new divisions, and relocated approximately 600 jobs to El Paso, Texas. When I arrived the plant had less than 200 employees and now have 815 employees. Staffed facility with top management personnel at all levels. In October 1992 added the responsibilities of Safety/EPA. Directed and administered Human Resources functions such as health insurance programs, 401-K administration, safety, compensation and benefits, employee relations, workers compensation, and supervised security force. Developed "Right to Know" employee orientation and "Hazardous Waste Communication Programs".

1990 - 1991 **DALE ELECTRONICS, INC., El Paso, Texas**  
**A VISHAY COMPANY**  
**Position:** *Plant Personnel Manager.* Responsible for the direction of all Personnel activities of a major Dale manufacturing operation which included all operations of up to 650 total exempt and non-exempt employees. Performed **recruitment, selection and development** of the labor force, and **maintenance** of the labor force. This position involved considerable interaction with all levels of management in conducting "Right to Know" employee orientations and "Hazardous Waste Communication programs". Also responsible for **EEO, safety training, employee relations, wage and salary** administration, and employee recreation activities. The activities of this division were consolidated in Juarez, Mexico and Norfolk, Nebraska.

- 1987-1989    **WESTWOOD LIGHTING GROUP, INC., El Paso, Texas**  
**EL PASO ELECTRIC COMPANY**  
**Position:** *Director of Personnel.* Participated on management team that relocated the corporate and manufacturing facilities from New Jersey to El Paso. Directed new Personnel Department start-up for a twin plant operation. Responsible for **sourcing and recruitment.** Developed new **safety** programs for El Paso and Juarez facility. **El Paso Electric Company**, which owned 49% of Westwood, **put the company for sale** and withdrew its financial support of the company when it experienced a \$90 million loss in 1988 and a \$5.4 million loss in the first quarter of 1989, resulting in the **elimination of many key management positions.**
- 1983-1985    **EL PASO ASSEMBLIES/AUTO, El Paso, Texas**  
**ELECTRO DE MEXICO**  
**Position:** *Personnel Manager*  
**Responsibilities:** Generalist functions for six El Paso, Texas/Juarez, Mexico-based wire factories for approximately 900 employees. Reported to the Vice President of manufacturing for El Paso and to the General manager of Border Operations in Juarez, Mexico. Duties included **staffing functions, safety, training, wage/salary/administration, EEO/AAP, benefits, out placement, worker's compensation** Provided cost effective programs that **reduced** the worker's compensation injuries by 85% and employment commission potential chargebacks by 95%. All El Paso-based plants closed down in November 1986, and the company moved 100% to Mexico. Company sold to American Industries, August 1987, and all U.s. employees were replaced by Mexican personnel.
- 1978-1985    **ATARI, INC., Sunnyvale, California & El Paso, Texas**  
**WARNER COMMUNICATIONS, INC., New York, New York**  
**Position:** *Personnel Manager*  
**Responsibilities:** In a one-person operation, I developed a work force from 60 employees to 773 within 1 year. Wrote local Personnel Policy & Procedures manual and excelled in Safety & Health, Job Development & Training, EEO/AAP, Counselling, labor Relations, Benefits, Salary/Wage Administration and additional generalist responsibilities. Directed the Security and Maintenance Staff, **supervised** two production lines and substituted as Plant Manager when he was out of town. **Eliminated** union organizing drive by the Communication Workers of America.

REFERENCES AND ADDITIONAL INFORMATION AVAILABLE UPON REQUEST.