



BOARD OF PARKS AND RECREATION

September 14, 2015

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

Minutes

Members Present: 5

District 3 – Deanna A. De La Cruz
District 4 – Roy Gilyard
District 5 – Theresa Welch Fordham
District 6 – Francoise A. Feliberti
District 7 – Sylvia Carreon

City Staff Present

Parks and Recreation
Paula Powell, Parks and Recreation Assistant Director
Joel McKnight, Parks and Recreation Assistant Director
Steve Lunsford, Land Management Superintendent
Brenda Romero, Recreation and Sports Coordinator
Maggie Binkley, Administrative Assistant

Public Present

None

Members Absent: 2

District 1 – Dave Turner
District 8 – Ana P. Roush

Vacancies: 2

Mayor – Vacant
District 2 – Vacant

1. Agenda Item #1. Meeting Called to Order
Theresa Welch Fordham, Chair, called the meeting to order at 5:33 p.m.
2. Agenda Item #2. Approval of Minutes: July 13, 2015
Motion by Sylvia Carreon to approve minutes as written. Second by Roy Gilyard. Motion carried (unanimous).
3. Agenda Item #3. Call to the Public (for items not on the agenda)
None

At this time, Ms. Francoise Feliberti wanted to advise the Board and City Personnel that the Agenda and Minutes were not posted on the website. It was confirmed that both documents are present, but hard to navigate to the webpage.

4. Agenda Item #4. Update and Discussion: Park Maintenance Activities – Steve Lunsford, Land Management Superintendent

Steve Lunsford, Land Management Superintendent, presented the Board with a powerpoint handout on Park Maintenance. (handout)

Highlights:

- Goals and Teamwork
- Unique Factors
- Park system results

Discussion ensued on the availability of more trees added to parks.

5. Agenda Item #5. Discussion: Park Donations – Joel McKnight, Assistant Parks and Recreation Director

Joel McKnight reviewed the procedure for park donations, such as benches and trees. Mr. McKnight reported that few memorial trees have been purchased. It was suggested utilizing social media to help publicize the different donation opportunities. The Memorial Tree Fund Application is currently available on the City Parks and Recreation webpage. Discussion followed regarding costs of monuments (benches).

6. Agenda Item #6. Discussion: Leisure Class Startup, Interest List – Veronica Myers, Recreation Division Supervisory.

Brenda Romero, Recreation and Sports Coordinator, in Veronica Myer's absence presented the Board with a powerpoint handout on Leisure Services. She explained the variety of programs and classes offered at the different recreation centers. She also reviewed the revenue generated through these programs. (handout)

Discussion followed on the loss of leisure instructors and the hiring process. The leisure instructors are independent contracted instructors. Brenda reported that they recruit instructors from the El Paso Community College and UTEP.

7. Agenda Item #7. 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

Joel McKnight advised the Board that further information on City Council Agenda can be obtained on the City's website.

Francoise Feliberti requested an update on the John Lyons Park. Mr. McKnight reported on the status of the work needed on the basketball courts and the design of the park.

8. Agenda Item #12. Discussion and Action: Subcommittee Assignments (as needed)

Theresa Welch Fordham stated that expiration dates for several members is fast approaching and urged members to contact their representative. Next month the Board will need to vote on subcommittee members. She reminded the Board that Mr. Turner will not be returning but would like to recognize him for his dedication on the Parks Advisory Board.

Joel McKnight advised that appointments would need to go to City Council prior to the next scheduled Parks and Recreation Advisory Board Meeting, October 12, 2015.

9. Agenda Item #13. Identify Items for Future Agendas

- Subcommittee Assignments
- Mr. Turner to be recognized by the Board

10. Adjournment – 6:29 p.m.

Minutes submitted by Maggie Binkley, Administrative Assistant