



PARKS & RECREATION ADVISORY BOARD MEETING

October 14, 2013 @ 5:30 pm

Pat O'Rourke Recreation Center
901 N. Virginia, El Paso, TX

MINUTES

The Parks & Recreation Advisory Board meeting met on the above date listed.

Members Present:

Deanna De La Cruz
Theresa Welch Fordham
Adam Gurrola
Ana Roush
Dave Turner

Members Absent:

Jennifer Barr Ardovino
Ralph Cloud
Francoise Feliberti

Member Vacancies: 1 – District 4

Audience:

Paul Perez, Community Relations Specialist, Western Refining Inc.
Carmen Alarcon, parent & grandmother of children participating in After School/Club Rec programs
Ruby Ibarra, coordinator for After School and Club Rec Programs

Staff Present:

Tracy Novak, Parks Department Interim Director
Joe Rodriguez, Recreation Manager, Parks Department
Victor Rivera, General Services Facilities Superintendent
Julie Belcher, Recreation and Sports Coordinator, Parks Department
Ana Quijano, Administrative Assistant, Parks Department

AGENDA:

- 1. Agenda Item #1.** Meeting Called to Order
Dave Turner, Chair, called the meeting to order at 5:39 pm.
- 2. Approval of Minutes:** September 9, 2013
Adam Gurrola made a Motion to accept the Minutes as written. Motion was seconded by Theresa Welch Fordham. Motion carried unanimous.
- 3. Call to the Public** (for items no on the agenda) – No comments.
- 4. Agenda Item #4. Parks & Recreation Calendar and Newsletter:** Tracy Novak, Interim Director, highlighted the following items on the calendar of events and newsletter:
 - Halloween activities for children will be held at all of the recreation centers. The Department is also in charge of handling the City Employees Halloween Costume Contest.
 - Trailblazers Outdoor Adventure Camp Out at McKelligon Canyon on October 19 & 20.
 - Celebration of the After School Program on October 17 at Douglas Elementary School.
 - Special Needs Basketball League for disabled adults at Multipurpose Center beginning October 14.

5. Agenda Item #5. Community Support Recognition: Paul Perez, Community Relations Specialist, Western Refining Company

Joe Rodriguez, Recreation Manager, presented a plaque to Mr. Paul Perez with Western Refining Inc. in recognition for their contributions and continuous support to the After School and Summer Camp programs. He noted that Paul, on behalf of Western Refining, Inc., sponsored the Club Rec Program t-shirts for all of the children participating in this program. They also contributed \$3,000 to help cover the administrative fees for children participating in the Club Rec programs at Seville and San Juan Recreation Centers.

Paul Perez thanked everyone for their comments, and noted he has seen how many of the children are inspired by these programs. He also commented that he invited some of the children that had participated in the Club Rec dance class to perform at their Health Fair on August 5.

**6. Agenda Item No. 6 - Discussion: General Services Report on Maintenance Activities
Victor Rivera, Facility Maintenance Superintendent, reported the following:**

- Completed roof repairs at numerous facilities and replaced the roof in the men and women's restrooms at Memorial Reserve facility.
- Status Report for Land Management and Facilities Maintenance was also included in board packet.

Theresa Welch Fordham reported that the cement picnic tables at Eastwood Park are in poor condition due to possible vandalism at night. Victor Rivera informed her he will look into the issue and advised her to report any vandalizing occurring at the park to the Police Department.

7. Agenda Item No. 7 - Presentation: FY2014 Parks & Recreation Budget (Tracy Novak, Interim Director, and Laura Garcia, Administrative Services Manager)

Laura Garcia provided a brief overview of the Department's FY2014 budget:

- Organizational Chart changes
- Projected revenue comparisons for FY13 & FY 14.
- FY2014 decreases per Division and at the object level
- Breakdown of budget per section
- Summary of overall budget: increase in independent sport fees; salaries and benefit reduction; attrition savings; increase in employee pension and health contributions; decrease in travel and grant match; redirection of funds.

8. Agenda Item No. 8: Discussion and Action: Cost Analysis on Board Members Packets.

Ana Quijano briefly went over a cost analysis report on the printing cost and postage spent on board packets during FY2012. .

Theresa Welch Fordham commented she had requested this information to see if it would be in their better interest to help save money by having their information packets sent via e-mail. The board members could bring their laptops or IPADs to the meetings and view the information on-line. She made a recommendation to try this for the November Board meeting to see if this works for everyone.

No action was taken. Ana will scan and e-mail the information packets.

9. Reports on Recent Activity

- a) Recent/Upcoming City Council Agenda Items List:
- September 24, 2013: Award of Solicitations for park improvements at Blackie Chesher Park, Stiles Park, and Pollard Park
 - October 1, 2013 – Approval of Trailhead and Trails Project Priority lists (2012 QOL Bond funds)
 - October 8, 2013 - Board appointments/reappointments: Deanna De La Cruz and Jennifer Barr Ardivino. Award of Solicitations for park improvements at Thorn Park and Cheryl Ladd Park.
- b) Upcoming Committee Meeting List:
- OSAB meeting – October 9, 2013 – Update on status of 2012 Quality of Life Bond Lists for Trailheads and Trails.
 - City Plan Commission meetings – September 19 & October 13, 2013
 - Bond Oversight Advisory Committee – September 12, 2013– 2012 QOL Bond Update Project Activity Report
- c) Recent Land Acquisitions: Update on recent land acquisition for Las Palmas Park on Pendale Street and recreation/library combo on Alameda Street.
- d) Parks & Recreation Parks & Recreation Construction Projects List: Handout with updates provided.

10. Discussion and Action: Subcommittee Assignments (as needed). No action taken.

11. Discussion: Identify items for Future Agendas

- Design guidelines for park projects outside El Paso city limits: Tracy Novak made a recommendation to remove this item and repost it once the Department has had an opportunity to meet with the County to discuss this idea. The Department will repost once they have a recommendation to bring back to the board.

Theresa Fordham Welch made a motion to remove the item and place it on a future agenda. Motion was seconded by Adam Gurrola. Motion carried unanimously.

- Election of Officers for the Parks & Recreation Advisory Board. No action taken.

12. Adjournment: Motion made by Theresa Welch Fordham, seconded by Deanna De La Cruz, and unanimously carried. Meeting adjourned at 6:44 pm.

Minutes prepared by Ana Quijano, Administrative Assistant