



BOARD OF PARKS AND RECREATION

November 16, 2009

5:30 p.m., 6th Floor Conference Room
2 Civic Center Plaza, El Paso, TX

MINUTES

Members Present: 7

Ralph Cloud, Richard Falvo, Luis Ruiz, James Tolbert, David Turner, Osvaldo Velez, Brian Wickstrom

Members Absent: 0

Member Vacancies: 2

Staff Present: Nanette Smejkal, Director, Joel McKnight, Assistant Director, Maggie Binkley, Administrative Assistant

Agenda Item #1. Meeting Called to Order/Introductions

Nanette Smejkal, Parks and Recreation Director, called the meeting to order at 5:30 p.m. Members and staff introduced themselves and provided brief background information.

Agenda Item #2. Discussion and Action: Selection of Chair and Vice Chair

Motion by Brian Wickstrom to nominate David Turner as Chair of the Board of Parks and Recreation. Second by James Tolbert. Motion carried (unanimous).

Motion by James Tolbert to nominate Luis Ruiz as Vice Chair of the Board of Parks and Recreation. Second by Brian Wickstrom. Motion carried (unanimous).

Agenda Item #3. Approval of Minutes: September 21, 2009

Motion by Luis Ruiz to approve the September 21, 2009 minutes as written. Second by James Tolbert. Motion carried (unanimous).

Agenda Item #4. Call to the Public

None.

Agenda Item #5. Parks and Recreation Staff Announcements and Recognitions

Nanette Smejkal, Parks and Recreation Director, highlighted the calendar and newsletter included in the agenda packet and mentioned the Arbor Day and After School celebrations held in October.

Agenda Item #6. Presentation and Information: Department Overview

Nanette Smejkal provided the Board with an overview of the Parks and Recreation Department. The presentation is also available in the reference Manual.

Joel McKnight, Assistant Director, explained the Park Partners program. Currently have 22 agreements and 4 are in process.

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Questions and discussion ensued regarding reprogramming of certificates of obligation and the City's debt as related to capital improvements.

Luis Ruiz inquired as to the department's marketing. The department utilizes the City's Channel 15 network and circulates PSA's (Public Service Announcements) but there is no paid advertising included in the operating budget.

Agenda Item #7. Discussion and Distribution: Reference Manual

Nanette Smejkal reviewed the Reference Manual and the Parks and Recreation Master Plan was distributed. (handouts)

Agenda Item #8. Discussion and Action: By Laws

Nanette Smejkal reviewed a draft of By Laws recommendation. Motion by Luis Ruiz to approve the By Laws as written. Second by James Tolbert. Motion carried (unanimous).

Agenda Item #9. Discussion and Action: Subcommittee Assignments

Nanette Smejkal described each subcommittee and their responsibilities. The following assignments were suggested:

Park Naming	Tree Board	Grievance
Oswaldo Velez	James Tolbert	Ralph Cloud
James Tolbert	David Turner	Richard Falvo
		Luis Ruiz
		Brian Wickstrom

Motion by James Tolbert to approve the assignments. Second by Brian Wickstrom. Motion carried (unanimous).

Agenda Item #10. Discussion: Items for Future Agendas

Chair David Turner requested "Subcommittee Assignments" be placed on next month's agenda and reminded board members that they may submit items for the agenda to Maggie Binkley.

Nanette Smejkal requested members to provide backup materials when submitting agenda items.

Adjournment – Meeting was adjourned at 7:20 p.m.