



## BOARD OF PARKS AND RECREATION

December 9, 2013

5:30 p.m. Conference Room  
Pat O'Rourke Recreation Center  
901 N. Virginia El Paso Texas

### MINUTES

Members Present: 5

Mayor – Jennifer Barr-Ardovino  
District 1 – David Turner  
District 2 – Adam Gurrola  
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

Members Absent: 0

City Staff Present:

Parks & Recreation  
Tracy Novak, Director  
Maggie Binkley, Administrative Assistant

General Services

Steve Lunsford, Facilities Maintenance  
Superintendent

Public in Attendance: none

1. Agenda Item #1. Meeting Called to Order  
David Turner, Chair, called the meeting to order at 5:38 p.m.
2. Agenda Item #2. Approval of Minutes: December 9, 2013  
Motion by Jennifer Barr-Ardovino to approve minutes as written. Second by Sylvia Carreon.  
Motion carried (unanimous).
3. Agenda Item #3. Call to the Public (for items not on the agenda)  
None
4. Agenda Item #4. Parks and Recreation Calendar and Newsletter  
Tracy Novak, Interim Parks and Recreation Director, highlighted the following calendar and newsletter items included in the agenda packet:
  - Celebration of Lights
  - Trailblazers Outdoor Holiday Camp
  - Senior Center New Year's Eve Dances

5. Agenda Item #5. Discussion: General Services Report on Maintenance Activities

Victor Rivera, Facilities Maintenance Superintendent for General reported on the following items:

- Shawver Park Christmas lighting and Cleveland Square preparations.
- All switch over from cooling to heating, winterizing and time changes have been completed.
- Resurfacing of tennis courts and basketball courts.

Concerns brought up by Board members:

- Acosta Sports parking lot lights
- Blackie Chesher re-lamping of lights
- Blackie Chesher parking lot illegal parking

Tracy Novak, Interim Parks and Recreation Director, presented the Board with a Powerpoint on park benches that have been restored by General Services.

6. Agenda Item #6. Presentation: Parks and Recreation Department's Promotional Outreach Initiatives. (Wayne Thornton, Marketing and Public Relations Manager)

Wayne Thornton, Marketing and Public Relations Manager, reported on Parks and Recreation marketing efforts. He reported on the social networking tools on the Parks Website (Facebook, Tweet, UTube, etc.), press releases, 1150 Radio Show, City 15, and the department newsletters.

Discussion ensued on website information options and the opportunity for public comment. It was also noted that Wayne Thornton is the Public Information Officer for any media contacts.

7. Agenda Item #7. Presentation: Cost Analysis for City-Provided Sports Programs (Paula Powell, Sports Manager)

Paula Powell, Sports Manager, presented a PowerPoint presentation on the Cost Analysis for City-Provided Sports Programs. She reviewed the core services and explained the formula Fees (approved by City Council) and the process.

8. Agenda Item #8. Discussion: Review of AG201 Behaviour Management Department Policy

Paula Powell, Sports Manager, reviewed proposed changes to the Administrative Guideline 201 on Behaviour Management. Additional item included illegal activity (soliciting, theft, vandalism, gambling intoxication).

Discussion ensued on the penalties, league rules, sublet/fees and permit requirements. Change in language proposed: "Loss of permits for the leagues/person."

9. Agenda Item #9. Discussion: Legal Analysis for City Council Attendance at Parks and Recreation Board Meetings.

Assistant City Attorney Lauren Ferris requested item be deleted and reposted on future Agenda.

Motion by Jennifer Barr-Ardovino to delete the item and repost on next meetings' agenda. Seconded by Sylvia Carreon. Motion carried (unanimous).

10. Agenda Item #10. Reports on Recent Activity

- a. Recent City Council Agenda Items List
- b. Upcoming Committee Meetings List
- c. Land Acquisition List – Discussion ensued on the Chamizal area and Chelsea pool land acquisition
- d. Parks and recreation Construction Projects List

11. Agenda Item #11. Discussion and Action: Subcommittee Assignments (as needed)  
None, no action required.
  
12. Agenda Item #12. Discussion: Identify Items for Future Agendas
  - a. Follow up/updates in reference to Acosta Sports Center parking lot lights
  - b. Follow up/updates in reference to Blackie Cheshier parking lot line striping to designate no parking areas along medians
  - c. Legal Department's analysis in reference to City Council attendance at Parks and Recreation Advisory Board meetings.
  
13. Agenda Item #13. Adjournment.  
Meeting adjourned at 7:24 p.m.