



## BOARD OF PARKS AND RECREATION

March 10, 2014

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

### MINUTES

Members Present: 6

District 1 – David Turner  
District 4 – Roy Gilyard  
District 5 – Theresa Welch Fordham  
District 6 – Françoise A. Feliberti  
District 7 – Sylvia Carreon  
District 8 – Ana P. Roush

Members Absent: 3

Mayor – Jennifer Barr-Ardovino  
District 2 – Adam Gurrola  
District 3 – Deanna A. De La Cruz

City Staff Present:

*Parks & Recreation*

Tracy Novak, Director  
Paula Powell, Interim Assistant Director  
Tony de La Rosa, Engineering Lead Technician  
Jose Ortiz, Engineering Lead Technician  
Marci Tuck, Open Space, Trails & Parks Coord.  
Wayne Thornton, Public Relations Manager  
Maggie Binkley, Administrative Assistant

*General Services*

Victor Rivera, Facilities Manager Superintendent

*Planning Department*

Kimberly Forsyth, Lead Planner

*City Attorney*

Lauren Ferris, Assistant City Attorney

Public in Attendance:

Manuel Feliberti, Martha Salcedo, Rose Beard

1. Agenda Item #1. Meeting Called to Order  
David Turner, Chair, called the meeting to order at 5:37 p.m.
2. Agenda Item #2. Approval of Minutes: February 10, 2014  
Motion by Sylvia Carreon to approve minutes as written. Second by Theresa Welch Fordham.  
Motion carried (unanimous).
3. Agenda Item #3. Call to the Public (for items not on the agenda)  
Manuel Feliberti, President of Paso Del Norte Soccer Association, reported that Burning Mesquite Park is an 11 ½ acre park and does not meet the acreage criteria for restrooms; therefore the use of porta potties is necessary. Due to the excess price of \$75.00, Mr. Feliberti is requesting any information regarding city vendor reduced prices. Mr. Feliberti also reported that the park is inundated with dog feces and seeks immediate remedies. Discussion ensued on the ordinance, enforcement and future efforts for Park restroom policy.

Tracy Novak, Parks and Recreation Director, requested to move Agenda Item No. 8 after Agenda Item No. 5, to accommodate needs of staff. Motion by Sylvia Carreon to move Agenda Item No. 8 after Agenda Item No. 5. Second by Francoise A. Feliberti. Motion carried (unanimous).

4. Agenda Item #4. Parks and Recreation Calendar and Newsletter

Tracy Novak, Parks and Recreation Director, highlighted the following calendar and newsletter items included in the agenda packet:

- Senior Games
- Senior Center Valentine celebration
- Black History Month activities

Mr. Novak announced the retirement of Richard Garcia, Parks Planning and Development Manager, after 29 years of service with the City of El Paso Parks and Recreation Department.

5. Agenda Item #5. Presentation: “Excellence in Park Design” Award to Saratoga Homes – Marci Tuck, Open Space, Trails and Parks Coordinator

Marci Tuck, Open Space, Trails and Parks Coordinator, provided a review and powerpoint on the Board’s selection for the Excellence in Park Design Award. Mrs. Martha Salcedo (Saratoga Representative) and Mrs. Rose Beard accepted the award for the Saratoga Builder. Future plans are to present the award amongst their peers with the El Paso Builders Association. Ms. Theresa Welch Fordham recommended placing signage at the park in recognition of the Award.

*Photos session: Board Members present, Parks and Recreation Director Tracy Novak, and recipients; Mrs. Martha Salcedo (Saratoga Homes Representative) and Mrs. Rose Beard.*

6. Agenda Item #8. Presentation and Discussion: Parkland Dedication Ordinance – Jose A. De La Rosa, Parks and Recreation Engineering Lead Technician

Guest speaker Ms. Kimberly Forsyth, Lead Planner, who manages the subdivision section, presented a PowerPoint on Title 19. She gave a brief history on the amendment; 2008 there was a major amendment to the entire subdivision code, 2012 adopted a new comprehensive plan which referenced many policies of Parks and civic place, 2013 they developed a draft, distributed and now providing additional vetting.

Input was encouraged from the Board prior to proposal to City Council for adoption. Discussion followed on developer requirements and the issue of pocket parks.

Mr. Tony de la Rosa, Engineering Lead Technician, gave an additional PowerPoint presentation which illustrated the comparison between the old code and present standards.

Discussion followed on the parkland dedication, smart code and the increase in the park acreage.

7. Agenda Item #6. Update and Discussion: General Services Park Maintenance Activities – Victor Rivera, Facilities Manager Superintendent

Mr. Victor Rivera reported on the following items:

- Restrooms are being serviced
- Modesto Park renovation (due to vandalism) completed last week
- Daylight saving time clocks completed

Theresa Welch Fordham reported that a constituent complained that the marquee at Album Park needs repairs. Mr. Victor Rivera said he will followup on the request.

Discussion followed on Neighborhood Watch Programs and the Park Partner Program to help deter vandalism.

8. Agenda Item #7. Discussion and Action: Board of Parks and Recreation By Laws – Lauren Ferris, Assistant City Attorney

Lauren Ferris, Assistant City Attorney presented the Board with the requested changes to the By laws. (handout)

Motion by Theresa Welch Fordham to accept the amended By Laws. Second by Sylvia Carreon.  
Motion carried: Five (5) Ayes, One (1) Nay - Francoise A. Feliberti

9. Agenda Item #9. Discussion: Parks and Recreation Budget

Parks and Recreation Director Tracy Novak explained to the Board the City budget process and presentation for City Council for review. Budget preparation follows April through July. Mr. Novak stated he will be making a presentation to the Board for review prior to City Council.

10. Agenda Item #10. Reports on Recent Activity

- a. Recent City Council Agenda Items List
- b. Upcoming Committee Meetings List
- c. Land Acquisition List
- d. Parks and recreation Construction Projects List

The reports on recent activity referenced above are included in the packet and are also public record on the city's website.

11. Agenda Item #11. Discussion and Action: Subcommittee Assignments (as needed)

Paula Powell, Interim Assistant Parks and Recreation Director, reported the possibility of three (3) different grievance appeals. The subcommittee selected Wednesday, March 19, 2014 at the MultiPurpose Center on Viscount Blvd. at 4:30 p.m. as a tentative date pending a quorum.

12. Agenda Item #12. Discussion: Identify Items for Future Agendas

- a. General Services - Facility Maintenance
- b. Summer programs - Presentation
- c. Parks and Recreation Budget
- d. School District partnerships
- e. Grievance Subcommittee

13. Agenda Item #13. Adjournment.

Meeting adjourned at 7:40 p.m.