



## PARKS & RECREATION ADVISORY BOARD MEETING

July 8, 2013 @ 5:30 pm

Armijo Recreation Center  
700 E. 7<sup>th</sup> St., El Paso, TX

### MINUTES

Members Present: 6

Dave Turner, Jennifer Barr-Ardovino, Ralph Cloud, Francoise A. Feliberti, Ana Roush, Theresa Welch Fordham

Members Absent: 3

Jim Tolbert, Frederick Caldwell, Deanne De La Cruz

Member Vacancies: 0

Staff Present: Tracy Novak, Interim Director; Paula Powell, Sports Manager; Steve Raya, Athletics & Sports Center Site Specialist; Steven Lunsford, General Services Land Management Superintendent; Victor Rivera, General Services Facilities Superintendent; Ana Quijano, Administrative Assistant .

1. Agenda Item #1. Meeting Called to Order  
Dave Turner, Chair, called the meeting to order at 5:30 pm.
2. Approval of Minutes: June 10, 2013  
Ralph Cloud made a Motion to accept the Minute as read. Theresa Welch Fordham seconded the motion. Motion carried (unanimous).
3. Call to Public (for items no on the agenda)  
None
4. Agenda Item #4. Parks & Recreation Calendar and Newsletter:  
Tracy Novak, Interim Director, commented on several of the programs highlighted on the calendar: "Club Rec" program has had good participation, "Melodies at the Park" is in its 2<sup>nd</sup> or 3<sup>rd</sup> event of the series, and the "Learn to Swim with Gus and Goldie" program is doing quite well. He mentioned that the Gardening 101 Class launched recently has had an overwhelming interest and more classes have been added. In reference to the newsletter, Tracy noted the groundbreaking event for the Northeast skate park and a photo of former director, Nanette Smejkal, receiving an award.

Tracy also discussed the departure of the Former Director, Nanette Smejkal. Nanette Smejkal's last day with the City was on June 24 and she began her new position in Santa Rosa, California on July 1. He also mentioned that Ms. Smejkal asked him to thank the board on her behalf for their hard work and efforts in serving on the board. Tracy also informed the board that City Manager Joyce Wilson has appointed him as the Interim Director of the Parks & Recreation Department for a minimum of 90 days.

Following this time period, the hiring process for a permanent director will proceed.

Theresa Welch Fordham commented that she has gone into the Parks and Recreation website and she is quite impressed with the catalog. Tracy commented that the Active Net on-line program provides the capability of registering on-line for classes that are listed in this program.

Ana Rosch commented that she had a question for the Drowning Prevention Coalition. She discussed a presentation that she attended at the Children's Hospital where infants as young as 6 months old are taught survival techniques in case they should accidentally fall into a swimming pool. She inquired whether there might be a possibility to link with the Drowning Prevention Coalition to see if they are interested in this type of training. Tracy informed her that he would ask Stanton Wright, Aquatics Manager, to get in touch with her to discuss the training information and see if this training could be incorporated into the Coalition's program.

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

Steve Lunsford, Land Management Superintendent, reported that the six weather stations are on-line and they are waiting for Texas A&M AgriLif Ext. to set up their connection. Once they have done their connection, General Services will be able view the data and weather stations on-line on the Texas ET Network. The weather stations are located at Capistrano, Veterans, Westside Sports, Modesto Gomez, Galatzan, and Chuck Heinrich parks. The central irrigation system software was received and IT is working on getting it installed to a dedicated PC. IT has already been in contact with Rainbird to assist them with the installation. In reference to the turf reduction program, a meeting has been scheduled for July 16 with Gloria Venzor, Parks & Recreation Planning Division, to begin working on the design details for the selected site (Crestmont Park).

Victor Rivera, Facilities Maintenance Superintendent, reported that they have spent approximately \$40,000 for building improvements at the following locations: Memorial Pool, Hawkins Pool, Cowan Pool, Leona Ford Washington Recreation Center, Acosta Sports Center, Armijo Recreation Center, Hilos de Plata Senior Center and Father Martinez Senior Center. He also mentioned that they implemented a lighting program to re-lamp and repair outdoor lighting fixtures which has drastically reduced the amount of work orders for lighting repairs. Other projects he highlighted were the installation of an outdoor water fountain at Madeline Park, the conversion of the HVAC evaporative unit to refrigerated air at Leona Ford Washington and San Juan Recreation Centers, and the installation of bike racks at numerous recreation centers.

6. Agenda Item #6: Presentation: Grievance Procedure and Application of the Behavior Management

Policy: Tracy Novak explained that he asked Paula Powell to provide a presentation on the Behavior Management Policy so the Board understands the role of the Grievance Subcommittee and the process that has already been taken by the Department prior to bringing the grievance to the committee.

Paula Powell, Sports Manager, mentioned that 90% of the grievances are sports related. Most of these cases do not come before the committee unless the individual is not in agreement with the penalty.

Paula Powell proceeded with the presentation on the Grievance Process and type of training classes given to parents and coaches involved in the Youth Sports Program. The video "Kids Come First" was also shown as part of her presentation.

Francoise Feliberti commented that the private leagues do not have parent training classes and it would be difficult to find a location where they could have them at. However they do have rules and suspensions for misconduct. She inquired if there was a way for the City to honor the private leagues'

suspensions so individuals that get suspended are not allowed to play with City leagues during their suspension. Dave Turner, Chair, recommended that the department bring this issue to the City's Legal Department for advice.

7. Agenda Item #7: Discussion and Action: Appeal of Suspension: Fernando Castellanos for one-year for violation of the City of El Paso Parks and Recreation Department's Behavior Management Policy.

Paula Powell reported the Grievance Committee held a meeting and changed Fernando Castellano's suspension to last until the season was over. The season is now over and the individual was satisfied with their recommendation.

Jennifer Batt-Ardovino made a motion to approve the subcommittee's recommendation. Theresa Welch Fordham seconded the motion. Motion was carried unanimous.

8. Agenda Items #8: Reports on recent Activity:

9.

a. Recent/Upcoming City Council Agenda Items List

Tracy Novak reported that City Council approved a request by the El Paso Amateur Radio Club to extend the normal operating hours at Eastwood Park for their event on June 22.

b. Upcoming Committee Meetings List

Tracy Novak commented that there are several items that will be coming before the Open Space Advisory Board meeting on July 17. Franciose Feliberti inquired on the location of the meeting, and Ana Quijano will follow up with the board to provide them with the information.

c. Land Acquisition List: None

d. Parks & Recreation Construction Project List:

Tracy Novak noted that a handout with the current park projects was included in the board packet. Francoise Feliberti requested for the district number that the projects falls under be included as part of the project list. Jennifer Barr-Ardovino informed her that this information is listed in the master list in the board members' binders. Francoise commented that she does not have a board binder with the information, and Tracy directed Ana to prepare binders for the new board members.

Francoise Feliberti inquired on the PSB project for two additional fields at Blackie Cheshier Park. Tracy Novak informed her that a Resolution is currently being drafted for Council consideration, for the two new fields that are currently being built and will also include the expansion of the two existing fields.

10. Agenda Item #9: Discussion and Action: Subcommittee Assignments (as needed)

The board deliberated on the process for filling the vacancy on the Grievance Subcommittee.

Dave Turner, Chair, called for a motion to appoint alternate committee member Francoise Feliberti as a regular member, and to appoint Ana Rosch as the alternate member. Jennifer Barr-Ardovino moved to approve, and Theresa Welch Fordham seconded the motion. Motion was carried (unanimous)

11. Agenda Item #10: Discussion: Identify Items For Future Agendas:

Theresa Welch Fordham commented there seems to be more activities available at the recreation centers on the Westside, and more classes are also offered on the Westside centers. She explained that she was interested in enrolling her granddaughter in a tumbling class however some of the eastside classes had been cancelled. She noted that some of the reasons given to her for the cancellations were due to lack of available instructors or low enrollment for the classes offered.

Tracy Novak informed her that he would ask the Program Coordinator to give an analysis or presentation on classes and class cancellations at the next board meeting.

- Discussion and action on the Project Implementation Plan for a) Open Space, b) Trails and c) Trailheads (3 separate listings) using the 2012 Quality of Life funds designated for those categories. (Presentation will be given by Marci Tuck, Open Space, Trails and Park Coordinator)
- Update on Eastside Sports Complex. (Richard Garcia, Park Planning/Development Manager)

12. Agenda Item #11: Adjournment:

Motion made by Jennifer Barr-Ardovino, seconded by Ana Rosch. Meeting adjourned at 7:05 pm.

Minutes prepared by Ana Quijano, Administrative Assistant