

## **AGENDA**

Parks and Recreation Commission of Universal City, Texas  
Regular Meeting, Tuesday, January 23, 2024, 6:00 PM  
Public Works Bldg. Conference Room  
265 Kitty Hawk Road, Universal City, TX

1. CALL TO ORDER: at 6:00 PM
2. QUORUM CHECK:
3. CITIZENS TO BE HEARD:
4. MINUTES OF PREVIOUS MEETINGS:
  - a) Consider the Minutes of the December 27, 2023, Meeting.
5. NEW BUSINESS:
  - a) Update on Red Horse Park playground and pavilion improvements.
  - b) Discussion on Veterans Park playground improvements.
  - c) Snowfest 2024 discussion and planning.
6. COMMISSION MEMBER ITEMS:
7. ADJOURNMENT:

In accordance with the requirements of Texas Government Code section 551.127, a member of the governing body will participate in this meeting from a remote location. A quorum of the governing body as well as the presiding officer shall be physically present at the above posted location, which shall be open to the public. Those participating remotely shall be visible and audible to the public for all open portions of the meeting. A member of a governmental body who participates in a meeting remotely as provided by law, shall be counted as present at the meeting for all purposes.

All items on the agenda are eligible for possible discussion and action. The Parks and Recreation Commission reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices,) and 551.086 (Economic Development).

This facility is wheelchair accessible & accessible parking spaces are available. Request for accommodation or interpretive services must be made 72 hours prior to this meeting. Please contact the city clerk's office at (210) 619-0701 if these services are needed.

**MINUTES**  
**PARKS & RECREATION COMMISSION OF THE CITY OF UNIVERSAL CITY, TEXAS**  
Regular Meeting, Tuesday Evening, 27 December 2023

1. **CALL TO ORDER:** Chair Harry Westerfield at 6:00 P.M.
2. **QUORUM CHECK:** Chair Harry Westerfield

**Commission Members Present:**

Harry Westerfield, Chairperson  
Nick Ferguson, Member  
Judy Schindler, Member  
Janet Tennis, Member

**Also Present:**

Brandon Peterson, Assistant Public Works Director  
Maribel Garcia, Deputy City Clerk

**Absent:**

Mary Eddy, Member

Chair Westerfield noted a quorum was present.

3. **CITIZENS TO BE HEARD:** None.
4. **OLD BUSINESS – MINUTES OF PREVIOUS MEETINGS:**

**A. Consider the Minutes of the November 28<sup>th</sup>, 2023 meeting.**

Ms. Tennis moved to approve the minutes as written. Mr. Ferguson seconded the motion.

**Motion to approve carried unanimously.**

5. **NEW BUSINESS:**

**A. Update on Red Horse Park playground and pavilion improvements.**

Mr. Peterson presented Red Horse Park improvements. He reported work done including extending the pavilion, patching rebar, and installing a hot coal box. He shared that masonry and finalizing playground installation were tasks left to do.

**B. Discussion on Veterans Park playground improvements.**

Mr. Peterson reported that the final improvement to be made was swing set installation. He reviewed drainage improvements.

**C. Snowfest 2024 discussion and planning.**

Mr. Peterson shared that most organization of the event had already been completed. 50% of vendors had already responded. He reported that Public Works Director Randy Luensmann had been working on finalizing amusement rides, though a mini rollercoaster had been guaranteed. Mr. Peterson explained that, due to amusement ride vendors prioritizing the rodeo, amusement ride contracts would not be finalized until January. A new ATM vendor had been booked along with radios, ice, fencing, barricades, port-a-potties, a portable stage, and busses. The Air Force volunteer count had not yet been finalized. Tasks still to be done included finalization of the Games 2 U contract, and procurement of wristbands and ink stamps. Ink stamps had been

ordered and were en route.

**6. COMMISSION MEMBER ITEMS:**

There were no Commission Member items shared at this time.

**7. ADJOURNMENT:**

With Commissioners' consensus to adjourn, Chair Westerfield adjourned the meeting at 6:12 P.M.

Harry Westerfield  
Chairperson