

AGENDA

Parks and Recreation Commission of Universal City, Texas
Regular Meeting, Tuesday, March 26, 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 February 27, 2024, Meeting.
5. NEW BUSINESS:
 - a) Update on Red Horse Park playground and pavilion improvements.
 - b) Update on the Red Horse Park parking lot improvement project.
 - c) Discussion on Veterans Park playground improvements.
 - d) Update on the Athenian Park walking trail improvements.
 - e) Discuss future park improvement projects City-wide.
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 February 2024

1. **CALL TO ORDER:** Nick Ferguson, who received consensus to preside over the meeting in Chair Waterfield’s absence, called the meeting to order at 6:00 P.M.

2. **QUORUM CHECK:** Mr. Ferguson

Commission Members Present:

Nick Ferguson, Member
Mary Eddy, Member
Janet Tennis, Member

Also Present:

Randy Luensmann, Public Works Director
Maribel Garcia, Deputy City Clerk
Kris England, Former Member

Absent:

Harry Westerfield, Chairperson
Judy Schindler, Member

Mr. Ferguson noted a quorum was present.

3. **CITIZENS TO BE HEARD:**

- Bernie Rubal, 635 Balboa, reported suggestions from citizens he spoke to regarding Red Horse Park. These suggestions included more benches and the option for bench donation with aesthetic and structural standards. He said Snowfest seemed great but expressed concern that there was not a financial report given to Council following 2023 Snowfest considering overtime hours accrued. He asked that the \$100,000 contingency for Snowfest labeled as “Promotions” be balanced forward after a successful event to avoid excess use of taxpayer money.

4. **OLD BUSINESS – MINUTES OF PREVIOUS MEETINGS:**

A. **Consider the Minutes of the January 23, 2024 meeting.**

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

Motion to approve carried unanimously.

B. **Consider the Minutes of the February 08, 2024 special meeting.**

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

Motion to approve carried unanimously.

5. **NEW BUSINESS:**

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

Mr. Luensmann reported progress and presented photos showing the pavilion and playground improvements. He explained delays in work due to Snowfest demand for labor. He listed next steps and estimated completion for mid-March. The goal to complete the basketball court

would be late March.

Mr. Ferguson suggested a ribbon cutting for Red Horse Park once all improvements are completed.

B. Update on the Red Horse Park parking lot improvement project.

The Commission received an explanation of the project timeline as well as an overview of all four phases of this project; this is the third phase. It would take 60 days to complete. The last phase would cover alleyway parking, which would look the same as the already finished side.

C. Discussion on Veterans Park playground improvements.

Mr. Luensmann presented pictures of work completed at the park. He stated improvements would be completed some time between late March and early April. He explained work delays due to Snowfest labor demands.

Mr. Ferguson complimented the contractor for keeping on top of maintenance and improving upon work they considered to be subpar. He noted the playground equipment was good quality.

D. Update on the Athenian Park walking trail improvements.

Mr. Luensmann explained that the trail would be completed as soon as the concrete arrived. He estimated completion by the end of March.

Ms. Eddy and Mr. Luensmann discussed security camera locations. Ms. Eddy was concerned about pets being dumped in the area.

The Commission agreed that they'd prefer pets be dumped at the dog park or the animal shelter rather than somewhere ill equipped to handle the issue.

E. Snowfest 2024 recap discussion.

The Commission was asked to discuss the recently finished Snowfest regarding improvements or notes.

Mr. Ferguson noted that City Staff and City Council all showed support for Snowfest and thanked volunteers and Staff at the most recent Council meeting.

Mr. Luensmann thanked volunteers and mentioned a serviceman from Fort Sam who wished to talk with the Mayor and City Manager to report what a great experience he had.

The Commission discussed Snowfest and how it is unlike other events in other cities. They emphasized consistent positive reports from children and families in attendance.

Mr. Luensmann explained that ticket sales were down due to inclement weather.

Ms. Eddy noted confusion regarding rides being included in the entrance ticket price.

Both Mr. Ferguson and Ms. Tennis hoped to make the concession stand a permanent volunteer and information booth as it provided weather protection and a breakroom for volunteers and

Staff. They felt it was a natural place to go for information and functioned as such at the 2024 Snowfest.

Mr. Luensmann asked that volunteers be better directed the following year. He also thanked Ms. Eddy for her recruitment of not only Randolph Air Force Base volunteers, but Fort Sam volunteers as well.

Ms. Eddy explained the transportation issue with Fort Sam but presented a JBSA bussing solution to gather everyone at Randolph. From there, Ms. Eddy would have only one pickup location.

Mr. Ferguson received clarification from Mr. Luensmann regarding ticket sales and hand stamping practices. It was explained that they happen at separate stations to mitigate crowding at the booths.

Mr. Ferguson suggested more mixed-genre use of the main stage. He wished for more adult-friendly entertainment like bands. He opined the new stage borrowed from City of San Antonio was great.

Mr. Luensmann stated he would take this into consideration but noted long set-up/teardown times for bands.

Ms. Eddy asked that the Snowfest bear mascot visit the Snowslide next year.

The Commission discussed the success of the speakers playing music. They mentioned environmental factors that may have contributed to this. They discussed an improvement in ATM service, revenue made by vendors remaining unreported, and the need to discuss line management at the vendor meeting. They emphasized the importance of the vendor meeting and discussed making it mandatory with the option of virtual attendance.

Mr. Ferguson suggested an example of a vendor booth be present at the vendor meeting to demonstrate needed equipment and stations.

6. COMMISSION MEMBER ITEMS:

Mr. Ferguson responded to Mr. Rubal's request for bench donation and confirmed that bench donation with aesthetic and structural standards is already done.

Mr. Luensmann asked the Commission to bring budget priorities to the next meeting for discussion.

7. ADJOURNMENT:

With Commissioners' consensus to adjourn, Chair Westerfield adjourned the meeting at 7:04 P.M.

Harry Westerfield
Chairperson