

## **AGENDA**

Parks and Recreation Commission of Universal City, Texas  
Regular Meeting, Tuesday, April 25<sup>th</sup>, 2023, 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 MEETING:
  - a) Consider the Minutes of the March 28<sup>th</sup>, 2023 meeting.
5. BUSINESS:
  - a) Discussion and approval on the City 2023-2033 Parks Master Plan
  - b) Update on Cimarron Park improvements
  - c) Update on Veteran Park playground improvements
  - d) Discussion on upcoming Red Horse Park Phase 1 parking lot rehab
  - e) Discussion on future park improvements for FY-2024
6. COMMISSION MEMBER ITEMS:
7. ADJOURNMENT:

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 72 hours prior to this meeting. Please contact the City Clerk's Office at (210) 659-0333 if these services are needed.

**MINUTES**  
**PARKS & RECREATION COMMISSION OF THE CITY OF UNIVERSAL CITY, TEXAS**  
Regular Meeting, Tuesday Evening, 28 March 2023

1. CALL TO ORDER: Chair Harry Westerfield at 6:03 p.m.
2. QUORUM CHECK: Chair Harry Westerfield

**Commission Members present:**

Harry Westerfield, Chairperson  
Alexis Adams, Member  
Mary Eddy, Member  
Nick Ferguson, Member  
Janet Tennis, Member

**Also Present:**

Randy Luensmann, Public Works Director  
Maribel Garcia, Deputy City Clerk  
Brent Luck  
Judy Schindler

3. CITIZENS TO BE HEARD:

Bernie Rubal, 635 Balboa, congratulated the commission on a successful Snowfest. He inquired whether the commission had budgeted promotional money to be reserved, and asked if any of last year's reserves were used. He also asked how money from park land sold would be distributed. He was concerned that revenue from park land sold would not go back to parks and reminded the commission that the ballot passed approving the sale of park land required revenue to be placed in the parks fund.

4. MINUTES OF THE PREVIOUS MEETING:

Mr. Ferguson moved to approve the minutes of previous meetings. Ms. Tennis seconded the motion.

**Motion approved unanimously.**

5. BUSINESS:

A. **Discussion on the City Parks master plan.**

Mr. Luck gave a summary of what was previously presented in past meetings. He shared that since that presentation in November, he had met with Mr. Luensmann twice and had another meeting scheduled for Thursday, March 30<sup>th</sup>. He presented a summary of survey results without further categorization. He explained that for grant purposes, the results should be categorized as to not have a multi-million-dollar project, such as a recreation center, in the top three priorities when grants will not fund this.

Ms. Adams asked where a multi-purpose recreation center landed before categorization.

Mr. Luck stated it was still at medium priority. He then clarified what "senior amenities" meant according to survey results, stating that a senior center should be addressed in the future.

Ms. Adams asked why senior amenities would not be considered under the indoor category.

Mr. Luck stated the City does not have capital or capacity from a bond to create a senior center right now. He added that the library has provided activities that would typically be in the scope of a senior center, but there is not space in the library for most senior center activities considering a lack of storage space and, more importantly, that the library is not meant to function as a senior center.

Given the interest in senior activities, Mr. Luck suggested an action item for a later meeting to recommend hiring a senior events/programs coordinator with an assistant. He said they would partner with existing facilities to create events and programs, both held indoor and outdoor. He stated that providing evidence of participation in programs would help justify the expenditure associated with a senior center facility.

Ms. Eddy referred to the Cibolo Senior Activities Center as a notable example of a successful senior center.

Mr. Luensmann received contact information for who runs the Cibolo Senior Center.

Ms. Tennis asked about contracting with the County for a senior center.

Mr. Luensmann asked what amenities the senior center should encompass.

Ms. Tennis gave examples of activities she saw at the Cibolo Senior Center and added their facilities is small. She shared that they have both recreational activities and events associated with holidays.

Ms. Adams asked about the Schertz Senior Center.

Ms. Eddy stated people from Schertz attend the Cibolo Senior Center.

Ms. Tennis pointed out that while senior centers tend to have female attendees, the Cibolo Senior Center also sees a good amount of male attendance.

Mr. Luensmann reiterated that the City does not currently have a facility to house senior activities, nor the capital to fund a center. He stated the City does have existing senior amenities and that by hiring two staff, partnering with businesses that provided senior programming, and showing attendance, the case can be built to fund a senior center.

Ms. Tennis acknowledged that having senior amenities closer to Universal City seniors would ease transportation needs.

Mr. Luensmann stated he needed to research the occurrence of senior centers being run by cities and whether those fall under the Parks Department.

Multiple Members addressed concern of transportation issues regarding seniors.

Consensus was given by the Commission to revisit the idea of hiring staff focused on senior programming with a five-year period to explore building a senior center.

Mr. Luck stated that reordering the survey is no problem if methodology is documented. He went over the reordering of the survey result for an outdoor public pool.

Mr. Luensmann stated that he was in the process of pitching the idea of allowing all City residents to utilize Olympia Pool. He stated this would help in their operational costs as they would still be able to charge residents. He said he proposed a change in their fee schedule to include one-time attendance charges as an option rather than only offering yearly membership. As of right now, anyone can become a member of the Olympia Pool, but they only offer yearly memberships. He added that he is working this angle as opposed to having the City deal with operational costs of running a public pool. He also stated the splashpad has been successful.

Mr. Luck answered questions on reordering, clarifying that senior amenities were moved below playscapes and playgrounds so that the City can be grant competitive with their priorities.

Ms. Schindler asked if there were any other fishing spots in the City besides Veterans Park.

Mr. Luensmann added the City has Northlake.

Ms. Schindler clarified that it is not currently open for fishing.

Mr. Luensmann answered yes, but that every upcoming large expense in the Parks budget covers items on the survey.

Mr. Luck stated that the documentation for moved items would be in the appendix of the survey report. He added that next steps would be in April to review priorities and create an action plan to address priorities while focusing on the top four.

Mr. Luensmann asked when the Commission should submit a recommendation to City Council.

Mr. Luck said the goal would be for the May 2<sup>nd</sup> meeting, meaning the Commissions should submit a recommendation in the April Commission meeting.

Consensus was given to conduct more research regarding senior centers and senior programming, including research into how the Cibolo Senior Center provides meals.

**B. Update on Cimarron Park Improvements:**

Mr. Luensmann gave a presentation on current construction progressions. He clarified reasons for certain setbacks, including welding mistakes. He shared the monkey bars were completed and turf would go in after all pieces are installed. He explained the drainage system along with showing the pergola and awning near the clubhouse going up. He stated they are hoping to open the park in April.

Ms. Adams asked if the benches under the pergola were open to the public without having to be rented.

Mr. Luensmann answered yes, they would be open to the public without reservation requirements.

**C. Discussion on the state of Veteran Park Playground Improvements**

Mr. Luensmann shared a presentation of current park improvements including three-dimensional renditions of what the park would look like. He showed that it will look like a fighter jet from above, incorporating the City logo. Side walks would be rerouted. He stated there is no target date for opening this park because there are more people on this project. He shared his role in designing this park.

**D. Recap discussion on the recent Feb. 18<sup>th</sup>, 2023, Snowfest event**

Ms. Tennis shared her belief that bus drop-offs in multiple locations helped lines run smoothly.

Ms. Eddy said a problem in the snowslides were lost cell phones. Otherwise, ATMs were out of

order.

Mr. Luensmann stated the ATMs being out of order were a recurring issue and they would be looking into a new vendor.

Mr. Ferguson said the lines and layout was much better this year. He asked to look into adding more seating and benches.

Ms. Tennis said she loved having the vans take people back to their cars.

Ms. Adams stated there were no issues other than a few adults complaining about the rise in ticket costs.

Mr. Luensmann stated there were 6,000 people in attendance this year. Considering last year's 10,000 attendance, this contributed to the overall smoothness of the event. He also stated the new carnival company the City contracted helped as well. He said the main issue to rectify by next year was power supply issues.

Chair Westerfield asked about the financial outcome of the event.

Mr. Luensmann stated he would not have those numbers until May. He also stated the new snowslide layout worked well, and that he appreciated the volunteers and vendors. He added that next year's Snowfest preparations would begin in October as usual.

6. COMMISSION MEMBER ITEMS:

Ms. Eddy said she would be happy to help with senior center research or any other research needed.

Mr. Luensmann asked her to help in reaching out to Schertz. He also discussed parks expansion.

Ms. Adams asked about the possibility of a land bridge as a solution to a trail going off a ledge.

Mr. Luensmann stated they needed to look at an up-and-around solution. He also stated that Great Springs wants to incorporate part of Universal City parks, but that they would take credit for the trail they have worked so hard on.

Ms. Eddy added that trails could be part of hotel marketing if they are not already.

7. ADJOURNMENT:

With Ms. Adams moving to adjourn, Chair Westerfield adjourned the meeting at 7:37 p.m.

Harry Westerfield  
Chairperson