

AGENDA

Parks and Recreation Commission of Universal City, Texas
Special Meeting, Tuesday, July 11th, 2023, 5:00 PM
Public Works Bldg. Conference Room
265 Kitty Hawk Road, Universal City, TX

1. CALL TO ORDER: At 5:00 PM
2. QUORUM CHECK:
3. CITIZENS TO BE HEARD:
4. MINUTES OF PREVIOUS MEETING:
 - a) Consider the Minutes of the May 23rd, 2023 meeting.
5. PURPOSE OF THIS SPECIAL MEETING:
 - a) Discuss Cimarron Park Improvements and Schedule Future Ribbon Cutting Date
 - b) Discuss Veterans Park Improvements and Schedule Future Ribbon Cutting Date
 - c) Boards and Commissions Applications and Appointments
 - d) **Next meeting:** Tuesday, July 25th, 2023 at 4:00 PM, Public Works Bldg, Conference Room
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, 23 May 2023

1. **CALL TO ORDER:** Chair Harry Westerfield at 6:01 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
Judy Schindler, Former Member

Chair Westerfield noted a quorum was present.

3. **CITIZENS TO BE HEARD:**

There were no citizens to be heard in attendance.

4. **MINUTES OF THE PREVIOUS MEETING:**

Ms. Adams moved to approve the minutes of April 25th, 2023, as amended. Ms. Tennis seconded the motion.

Motion approved unanimously.

5. **BUSINESS:**

A. Update on Cimarron Park Improvements

Mr. Luensmann explained delays due to weather and gave an update on progress. He said next steps would be fence replacement and landscaping. Other park specifics, including the age range of the equipment, were discussed. The age range would be 5-12 years old.

Ms. Adams commented that citizens are looking for 5 years and younger approved activities.

Mr. Luensmann stated they had plans for this in Red Horse Park.

B. Update on Veteran Park playground improvements.

Mr. Luensmann gave an update on progress and said next steps would include landscaping and ADA ramps. He showed images of progress and noted the ADA accessible playground pieces.

Ms. Eddy asked what the material of the surface was.

Mr. Luensmann answered rubber. He asked to have a discussion for planning grand openings.

Mr. Ferguson opined that Saturday mornings would increase attendance for grand openings.

Ms. Schindler reported she saw the parking lot full and picnic tables being used for a party at Veterans Park. She expressed concern over the lack of parking space.

C. Update on Red Horse Park Phase 1 parking lot rehab

Mr. Luensmann shared that Yantis was awarded the project with City Council approval. He said the appropriate notices for bid award were sent and stated there is no start date yet. He shared the next phases for completion of the project.

D. Discussion on future park improvements for FY-2024

Mr. Luensmann asked for opinions and priorities from Commission members for Fiscal Year 2024 and forward. He asked for a prioritized project list so that a Councilmember's request for pricing could be fulfilled. He stated that his own top priorities are trail projects. He shared specifics on trail grants and said grants can be stretched by using in-house work.

Consensus was given to prioritize trails.

Mr. Luensmann stated his next priority would be connecting the trail to other parks. He informed the Commission that grants can only be spent on trails.

Chair Westerfield asked if the grant discussed could cover what is needed to finish trail projects.

Mr. Luensmann stated completion would require a multi-tier approach. He said his priorities from highest to lowest are Cibolo Trail linear park, finishing the Red Horse Park rehabilitation project, Athenian Park and dog park, UC Park phases 1-3, Northlake Park, Copano Ridge, Remington Place Park, and Summit Park (formerly Gothic Park). He clarified these parks require capital projects. He went over Cibolo Creek, Red Horse Park, and Athenian Park details.

Ms. Eddy asked if there was any other place to expand parking at the dog park.

Mr. Luensmann said he did not see a need for parking but said there is space to expand if needed. He also went over dog park needs.

Chair Westerfield asked to put benches or picnic tables along the trail near Athenian Park.

Mr. Luensmann went over the specifics of the UC Park phases and said he would like to leverage money to gain higher-volume grants. He shared the status of the phases. He said they would be applying for a Texas Parks and Wildlife Grant. He said the second large project that would require another Texas Parks and Wildlife Grant would be the Northlake Park pond area. He shared developments happening around this park that would affect the park.

Ms. Adams asked when the developments would be finished for prioritization reasons.

Mr. Luensmann stated they would not be able to start on this project soon due to not having the money to leverage for grant matches. They would not have this money until the parks land sale is final. He explained the reasoning for the rest of his prioritization list. In response to a commissioner, he stated citizens and HOAs would have to attend or email the Commission to share input on prioritization and projects. He then refocused the meeting on FY 2024 priorities to gain Member feedback.

Ms. Adams asked to move up Summit Park after UC Park seeing as Northlake Park is tentative on when it would gain patrons.

Mr. Luensmann explained his reasoning for the position of Northlake Park. He said park land sale and park land replacement must be considered.

Mr. Ferguson opined that UC Park should be at the top of the list given it has the City's name and Snowfest is hosted there.

Mr. Luensmann clarified that he had taken the Commission's goal of repairing existing amenities. Red Horse Park would complete that priority. He said UC Park would be immediately after.

Phase 3 of the UC Park plan was discussed in further detail. This included the layout of fields, pavilion, concessions, and playscapes.

Mr. Luensmann said he would like to add a skatepark to UC Park as there is demand.

Ms. Adams asked whether rearranging the fields would affect Snowfest parking.

Mr. Luensmann stated there could be a reconfiguration of the Snowfest layout, especially with the planned lighting and football field. He explained that the UC Park project would take time to complete given there is utilities work and reconfiguration to figure out. He said given that lighting and parking projects would not be grant funded, the City can start with those projects while getting grant funding.

The Veterans Park parking issue was discussed.

Ms. Eddy asked if there could be emergency stations around the trails.

Mr. Luensmann stated there could not be emergency phone stations due to the floodplain and vandalism. He confirmed for Ms. Eddy that Police ATV patrol is regularly on the trail.

Ms. Eddy requested Mr. Luensmann ask about a program wherein utilities customers agree to give a dollar of their water bill to the Parks Department.

6. COMMISSION MEMBER ITEMS:

Following a request, Mr. Luensmann stated the Parks Master Plan for 2023-2033 was approved by City Council. He shared that it would need an update in May 2028.

Chair Westerfield shared that commission member terms are up for expiration.

7. ADJOURNMENT:

With Commissioners' consensus to adjourn, Chair Westerfield adjourned the meeting at 7:10 p.m.

Harry Westerfield
Chairperson