

MINUTES
PARKS & RECREATION COMMISSION OF THE CITY OF UNIVERSAL CITY, TEXAS
Regular Meeting, Tuesday, November 25, 2025 @ 6:00 PM

1. CALL TO ORDER: AT 6:00 P.M.

Chair Westerfield at 6:00 p.m.

2. QUORUM CHECK:

Harry Westerfield, Chair

Present:

Chair Harry Westerfield
Commissioner Mary Eddy
Commissioner Kris England
Commissioner Janet Tennis
Commissioner Judy Schindler (arrived at 6:08 p.m.)

Staff Present:

Randy Luensmann, Public Works Director
Maribel Garcia-Urbe, City Clerk

Chair Westerfield noted a quorum was present.

3. CITIZENS TO BE HEARD:

None.

4. MINUTES OF PREVIOUS MEETING:

a. Consider the Minutes of the October 28, 2025 Regular Meeting.

Ms. Eddy moved to approve the minutes as presented. Ms. Tennis seconded the motion. **The motion was approved unanimously.**

5. NEW BUSINESS:

a. Discussion and Update on the UC Park phase 2 pavilion upgrades.

Mr. Luensmann reported that painting on certain parts of the pavilion are completed. Masonry should be completed next. Barcom, the City's IT company, should be finished with their work soon, as well as the electrician. He hoped that the pavilion would be finished by the end of December.

b. Discussion and Update on the 2026 Snowfest event.

Mr. Luensmann reported that there were 11 potential new sponsors. He presented further sponsorship updates. The vendor applications has been opened with several returning vendors having already applied. Public Works had a meeting with the Communications Department to assign roles in coordination. (ask randy for the specifics.)

Ms. Eddy commented that the planning process was about 3 months ahead of where we were last year.

Ms. Eddy, Mr. Luensmann, and Mrs. Garcia-Urbe discussed volunteer logistics. Snowfest would need approximately 40 airmen from JBSA.

Mr. Luensmann discussed sponsorship goals and the current status of sponsor efforts.

The Commission briefly discussed the pre-sale beginning on December 2nd at the Tree Lighting event. Mrs. Garcia-Urbe explained the flyer she created to advertise the pre-sale. This may not be the final version as the Communications Department must review.

Ms. Tennis stated that she could distribute the flyer at Tree Lighting.

c. Set date and time for Snowfest Vendor and Volunteer meeting.

The Commission gave consensus to have the 2026 Snowfest Volunteer Meeting at 6 p.m. on Wednesday, February 11th, 2026 with the Vendor Meeting at 7 p.m. the same day.

6. COMMISSION MEMBER ITEMS:

Ms. Eddy discussed the comments of Ms. Trigilio regarding soccer fields and her positive interactions with Mrs.

Turner and Mr. Luensmann.

Ms. Schindler reported her experience visiting the Seguin skate park. Adults she spoke to said they would not change anything about the park. The park had a lot of trees. There was a sign at the park that made the rules of the park clear.

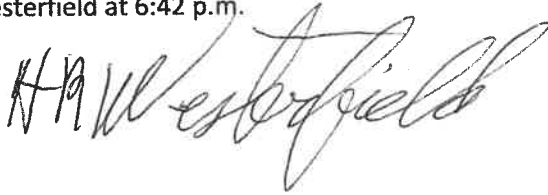
Mr. Luensmann reported the feedback he received on the skate park project.

Ms. Tennis reported that the grass at Veterans Park was doing great.

Ms. Eddy asked about marketing the Snowfest pre-sale on the City electronic signs. She also asked whose terms would be up for reappointment at the end of July 2026.

7. **ADJOURNMENT:**

Chair Westerfield at 6:42 p.m.

A handwritten signature in cursive script, appearing to read "H. A. Westerfield". The signature is written in dark ink and is positioned below the text "Chair Westerfield at 6:42 p.m.".