MINUTES

PARKS & RECREATION COMMISSION OF THE CITY OF UNIVERSAL CITY, TEXAS

Regular Meeting, Tuesday, October 28, 2025 @ 6:00 PM

1. **CALL TO ORDER: AT 6:00 P.M.**
   Chair Westerfield at 6:05 p.m.

2. **QUORUM CHECK:**

   Present:
   Chair Harry Westerfield
   Commissioner Mary Eddy
   Commissioner Kris England
   Commissioner Judy Schindler

   Staff Present:
   Randy Luensmann, Public Works Director

   Absent:
   Commissioner Janet Tennis

   Chair Westerfield noted a quorum was present

3. **CITIZENS TO BE HEARD:**
   None.

4 **MINUTES OF PREVIOUS MEETING:**

a. **Consider the Minutes of the 30 September 2025 Meeting.**
Ms. England moved to approve the minutes as written. Ms. Eddy seconded the motion.

Vote: Yeas: England, Eddy, Westerfield, Schindler
Nays: None
Motion to approve carried.

5. **NEW BUSINESS:**

a. **Skate Park Design Workshop #2**
Mr. Luensmann clarified that the skate park at UC Park was in the first phase of design and did not currently have funding to be built. He noted the position of the park behind field 3 at UC Park.

Chris Long and Ryan Crane from New Line Skateparks presented for SPA Skate Parks. They shared that approximately 54 people completed the survey from the last workshop, indicating significant interest in the park. They presented various design concepts and different elements to choose for UC Park. They reviewed what a skate park is and why one would go to a skate park. They reviewed different types of skate park designs, reasons for element positions as they affect "flow", and gave examples from other cities. They noted the input from the last work session and survey, including requests for shade and a half-pike design. Mr. Long reviewed the topography of the site and considerations for easements and existing space. He also presented a feedback summary from the survey and last work session.

After inquiry, Mr. Luensmann responded that there was no current resident push back. Regarding noise, he said the park is active, and the noise should be no different than existing noise. He does not receive noise complaints about Snowfest.

Mr. Long reviewed the challenge of balancing the variety of feedback from the survey to accommodate multiple skill levels. He indicated this could be done by making some features more beginner-friendly, but providing more variety of features and more space to get creative on the features. He clarified that stairs are not included in the design at this point. He noted that color would be brought to the park through rails and concrete coloring. He stated that the survey would be open for two more weeks, after which the team would work on the final design for the skate park.

Ms. Eddy received clarification regarding parking and whether bikes would be allowed at the skate park.

b. **Snowfest Discussion.**
Mr. Luensmann reported that the petting zoo and DJ were booked. The sponsor packet was finalized. Three returning sponsors were secured for the Shuttle Bus at $300 each. The vendor packet as of this date was only awaiting approval from the health official. Staff began to set up sponsor payments. Ongoing efforts include outreach to vendors and finalizing vendor application forms, finalizing the volunteer packet, and conducting outreach for stage entertainment.

c. **Update on ongoing park projects.**
Mr. Luensmann gave an update on the UC Park pavilion project.

d. **Move the December 23rd Meeting to December 30th in consideration of City Hall holiday closures.**
Mr. Luensmann explained that normal scheduling would have this meeting on December 23rd, a few days before Christmas. This would move the meeting until after Christmas.

Ms. Schindler moved to approve the schedule change. Ms. Eddy seconded the motion. **The motion was approved unanimously.**

6. **COMMISSION MEMBER ITEMS:**
None.

7. **ADJOURNMENT:**
Chair Westerfield at 7:35 p.m.