



UNIVERSITY PARK CITY COUNCIL AGENDA MEMO

Meeting Date:
7/15/2025

Item Type:
Consent Agenda

Subject: Special Event Request from Preservation Park Cities

Prepared By: Kaylon Jackson, Recreation and Special Events Supervisor

Background:

Staff has received a reservation request from Preservation Park Cities regarding the 8th Annual Classic and Antique Car Show scheduled for Saturday, October 18, 2025 at Burleson Park with a rain date of October 25. This event has taken place at Burleson Park for the past several years, with the exception of 2020 due to COVID.

PPC is requesting usage of the park beginning at 7:00am for setup. The event will run from 10:00am – 2:00pm. The PPC estimates 400 entries and 1,500+ attendees for the event. The layout for the event will remain the same as previous years using the outer parking spaces at Burleson Park to display cars and using SMU parking lot for visitor parking.

Street closures requested are Daniel from Durham to Dublin on the north side of the park and close the block of University between Dublin and Durham to safe-guard pedestrian traffic, as previous years. In addition, PPC would like to request the closure of the east and west side of the park to include blocks of Durham and Dublin from University to Daniel to allow for additional show parking.

PPC has agreed to cover overtime staffing costs that are associated with the setup and assistance by the Parks Department with this event.

Key items for PPC to complete prior to the event:

- Distribute informational event door hanger for surrounding neighborhood, two weeks prior to the event.
- Coordinate additional parking with SMU.
- Secure Police officers to support pedestrian safety.
- Provide barricades and signage for traffic flow and street closures.
- Provide additional rest room facilities for event

Fiscal Impact:

- ☒ Not Applicable
- ☐ Budget Amendment Required
- ☐ Proposed Revenue
- ☐ Proposed Expenditure
- Funding Source:

Master Plan Goal:

Please check the associated Theme and provide the corresponding action item number.



	Theme	Action Item(s)
<input checked="" type="checkbox"/>	Affirming Sense of Place	2.4
<input type="checkbox"/>	Assuring Connectivity	
<input type="checkbox"/>	Innovative Governance	
<input type="checkbox"/>	Technological Integration	
<input type="checkbox"/>	Preparing for the Future	
<input type="checkbox"/>	Not Applicable	

Recommendation:

Staff recommends approval of this reservation request.

Committee Review (optional):

N/A

Attachments:

Car Show Request Letter 2025