

**LEWISVILLE PARKS, RECREATION & CULTURAL DEVELOPMENT BOARD MEETING**

**MINUTES**

**January 8, 2024**

Lewisville Town Hall – 6510 Shallowford Road – Conference Room 201

- I. **Call to Order** – Chair Aaron Hutmacher opened the meeting at 6:00 PM. In attendance were Stuart Chamberlin, Josh Cooper, Aaron Hutmacher, Braden Romer, Town Manager James Ayers, and Town Clerk Dora Moore. Aaron Crum, Robert Ogden, and Debbie Stokes were absent.
- II. **Agenda Approval** – Stuart Chamberlin moved to approve the agenda. The motion was seconded by Braden Romer and motion approved unanimously.
- III. **Minutes Approval** – Josh Cooper moved to approve the December 11, 2023 minutes. The motion was seconded by Stuart Chamberlin and motion approved unanimously.
- IV. **Old Business**
  - a. PARTF plan – Manager Ayers shared the updated Jack Warren Park PARTF grant plans. He noted the amphitheater will be less formal than the one at Shallowford Square. Seating will be incorporated into the grade of the ground and will have a capacity of 100-200. The 18-hole disc golf will meander through the woods avoiding walking trails. The first couple of holes will be near the parking lot making those accessible. The last few holes can be viewed from the MAWCC back porch. Along the nature trail, a timber bridge will be built over a drainage ditch. Manager Ayers shared the next step is finalizing design and bid documents.
  - b. Future projects discussion – Chair Hutmacher shared aspects of the Parks & Recreation Master Plan including survey responses. He believes the Town communicates the events at Shallowford Square very well. In the upcoming months, the Board will be work closely with staff on details of the PARTF grant such as signage. It was also noted that some tasks could be generated by Council such as a dog park or all-inclusive park. The Board briefly discussed a pump track. Future projects will be an item of discussion at the February meeting.
- V. **New Business**
  - a. 2024 Events – The 2024 concert series at Shallowford Square was shared with the Board noting movie nights have yet to be scheduled. In the upcoming months, the Board will determine a few events in which they set up a table to receive event feedback from participants.
- VI. **Clerk Report**
  - a. The following Board seats are up for renewal in March 2024: Stuart Chamberlin (*filled unexpired term of Julie Rutledge*); Robert Ogden; and, Braden Romer (*filled unexpired term of Susan Frey*). If you desire to continue serving, you must submit an application by January 31, 2024. An updated application will be posted on the Town’s website soon. Appointments are for three years.
- VII. **For the Good of the Order**
  - a. Next meeting, if needed – **February 12, 2024**
- VIII. **Adjournment** – Braden Romer moved to adjourn the meeting at 6:54 PM. The motion was seconded by Stuart Chamberlin and motion passed unanimously.

ATTEST:

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Aaron Hutmacher, Chair

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Dora K. Moore, Town Clerk