

LEWISVILLE PARKS, RECREATION & CULTURAL DEVELOPMENT BOARD MEETING
MINUTES
JULY 11, 2022

Lewisville Town Hall – 6510 Shallowford Road – Council Chambers

I. Call to Order

- a. Chair Julie Rutledge opened the meeting at 6:30 PM. In attendance were Susan Frey, Aaron Hutmacher, Robert Ogden, Julie Rutledge, Debbie Stokes, Ryan Walker, Interim Town Manager Stacy Tolbert and Office Manager Stacy Howard. Aaron Crum was absent.

II. Guests – None

- III. Agenda Approval** – Ryan Walker moved to approve the agenda. The motion was seconded by Aaron Hutmacher and motion was approved unanimously.

- IV. Minutes Approval** – Susan Frey moved to amend and approve the June 13, 2022 minutes to reflect Vice Chair Ryan Walker opened the meeting and that Mr. Hutmacher attended the CERT training noted in VIIc. The motion was seconded by Debbie Stokes and motion was approved unanimously.

V. Old Business

- a. Shalloween – Mrs. Howard provided Shalloween flyers that can be disseminated to businesses. Board members were requested to share what businesses they visit so repeat visits could be avoided. Mr. Walker was unable to get a list of Lewisville Chamber members and it was noted the Town does not maintain a list of Lewisville businesses.
- b. Plan of Work – The due date for the plan of work has been extended. Mrs. Tolbert will email the board's priority list to the members.
- c. Street Party and Food Truck Festival – The Town decided to no longer require wristbands for alcohol purchases at the Street Party due to the expense. It was noted that food truck vendors have their own insurance. In the future, a reminder will be put on the event announcement that no chairs are to be placed at the square until the day of the event.

VI. New Business – None

VII. Administrative Report – None

VIII. Clerk Report

- a. Website information – All committee members and minutes have been updated on the Town's website. Agendas are typically uploaded within 24 hours. The Communication Specialist will be copied on agenda emails.

IX. For the Good of the Order

- a. Ms. Frey inquired about CPR/AED training requirements for instructors such as the Mommy & Me class. There is no requirement for instructors to be certified; however, there are Town staff members who are certified. An AED is in the budget.
- b. Next schedule meeting is August 8, 2022.

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- X. **Adjournment** – Ryan Walker moved to adjourn the meeting at 7:40 PM. The motion was seconded by Aaron Hutmacher and motion was approved unanimously.

ATTEST:

Julie Rutledge, Chair

Dora K. Moore, Town Clerk