

LEWISVILLE PARKS, RECREATION & CULTURAL DEVELOPMENT BOARD MEETING

MINUTES

September 12, 2022

Lewisville Town Hall – 6510 Shallowford Road – Conference Room 201

- I. **Call to Order** – Vice Chair Ryan Walker opened the meeting at 6:30 PM. In attendance were Aaron Crum, Aaron Hutmacher, Robert Ogden, Debbie Stokes, Ryan Walker, Interim Town Manager Stacy Tolbert, Town Clerk Dora Moore, and Community Facilities Manager Brian Moore.
- II. **Guests** – Council Member Ken Sadler
- III. **Agenda Approval** – Robert Ogden moved to approve the agenda. The motion was seconded by Aaron Hutmacher and motion was approved unanimously.
- IV. **Minutes Approval** – Aaron Hutmacher moved to approve the August 8, 2022 minutes. The motion was seconded by Debbie Stokes and motion was approved unanimously.
- V. **Membership**
 - a. Julie Rutledge's resignation was accepted by Council on August 11.
 - b. Susan Frey submitted her resignation and it was accepted by Council on September 8.
- VI. **Election of Chair**
 - a. Aaron Hutmacher moved to appoint Debbie Stokes as Chair. The motion was seconded by Aaron Crum and motion was approved unanimously.
- VII. **Old Business**
 - a. Shalloween – October 22, 2022
 1. Business list – Ms. Stokes will email the board the list of businesses that have been visited.
 2. Volunteers – Board members were requested to be at Shallowford Square between 12:30 PM and 12:45 PM on October 22 to assist with Shalloween. At that time, Mrs. Howard will instruct members on their tasks. Ms. Stokes inquired if tables are provided for the businesses.
 - b. Plan of Work – A lengthy discussion was held related to the plan of work. Mr. Walker requested members submit their ideas to him by September 21 so the plan can be finalized and given to Mrs. Moore.
- VIII. **New Business**
 - a. Volunteerism at MAWCC – Council Member Sadler shared the Council has had some discussion about volunteer assistance at MAWCC for after hour events. Currently, staff is onsite Monday-Friday, 8AM-5PM. Staff also attends large events. Unfortunately, mischief and damage is occurring at the facility when staff is not present so Council is evaluating options. It is felt a presence could diminish mischief. After lengthy discussion, the board requested Mr. Moore to give thought to what, when, and how needs assistance.
 - b. MAWCC fees – It was noted that the security deposit was recently increased due to recent damages at MAWCC. The current room rental fees were discussed in great detail noting that room fees increase significantly based upon reservation size. Mr. Moore was requested to develop a report showing current rates and his proposed rates for the board's consideration in October.
 - c. Town liquor policy – The Town's current policy only allows beer and wine at recreational facilities. Some potential renters have inquired about mixed drinks. Concern was expressed about

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overindulgence with liquor and someone leaving intoxicated. Ryan Walker moved to keep the liquor policy as it is currently allowing only beer and wine. The motion as seconded by Aaron Crum and motion passed unanimously.

IX. Administrative Report

- a. BAC orientation video – Mrs. Tolbert and Mrs. Moore shared the orientation video and answered questions related to same.

X. Clerk Report

- a. Applications are being received for the two openings on the Board.
- b. The Town was successful in receiving the PARTF grant for improvements at Jack Warren Park. The improvements include a nature trail, sidewalk connections, connector paths, outdoor event space, and 18-hole disc golf. Town is awaiting official notification and instructions on next steps.
- c. At the September 8 Council meeting, Council voted to move forward with discussions related to solar panels on MAWCC. The Town is looking at grant and rebate opportunities to help fund the endeavor.

XI. For the Good of the Order

- a. Next meeting – **October 10, 2022**

- XII. Adjournment** – Aaron Hutmacher moved to adjourn the meeting at 8:20 PM. The motion was seconded by Ryan Walker and motion passed unanimously.

ATTEST:

Ryan Walker, Vice Chair

Dora K. Moore, Town Clerk