

Lewisville Parks, Recreation & Cultural Development Board Meeting Agenda
January 11, 2021 - 6:00 p. m.
Digitally originating in Council Chambers 1st floor - Lewisville Town Hall
6510 Shallowford Road

Parks and Recreation Meeting

Jan 11, 2021 06:00 PM Eastern Time (US and Canada)

To join the webinar click the link below:

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1. **Call to Order**
 - a. Chair Susan Frey called the meeting to order at 6:00 p.m. Board members in attendance were Shaida Horner, Daniel Lough, Robert Ogden, Catherine Spross and Ryan Walker. Janice Orsini was not be present. Also in attendance was Town Manager Hank Perkins.

 2. **Adoption of Agenda**
 - a. Danny Lough moved to approve the agenda. The motion was seconded by Robert Ogden and approved unanimously with a roll call vote of ayes from Board members Shaida Horner, Daniel Lough, Robert Ogden, Catherine Spross, Ryan Walker and Chair Frey.

 3. **Approval of Minutes**
 - a. November 9, 2020
 - i. Robert Ogden moved to approve the minutes of the November 9, 2020 meeting. The motion was seconded by Catherine Spross and approved unanimously with a roll call vote of ayes from Board members Shaida Horner, Daniel Lough, Robert Ogden, Catherine Spross, Ryan Walker and Chair Frey.

 4. **Membership**
 - a. Election of Chair and Vice Chair will occur in April following the March Council meeting (if needed).
 - i. Mrs. Frey also asked everyone whose term is expiring to advise the clerk of plans to stay or not.

 5. **Guest(s)**
 - a. None.

 6. **Appeal Requests**
 - a. None

 7. **Old Business**
 - a. Reports on research for the new Mary Alice Warren Community Center
 - i. Board members reviewed the floor plan for use of the main meeting/event space, reminding everyone of the types of tables that will be used or chairs without the use of tables.

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- ii. Board members were asked to look at rental prices in the area to compare prices to have an idea of prices for the rental of this space in the new Community Center.
 - (1) Board members were provided some examples to get an idea of how different venues priced their rentals.
 - (2) Mrs. Frey provided some examples of her research and other members provided other suggestions to review.
 - (a) She will email her list to Mr. Perkins and he will look at those suggestions as well as other suggestions by board members.
- iii. Mrs. Horner pointed out that the space needs to be sensitive to wedding venues.
 - (1) The board also wants to be sensitive in pricing so that the pricing doesn't get the venue over used by people who live outside the town because the rental rate is less expensive than other nearby venues.
 - (2) There was a suggestion to see if there are any wedding planners in the area that might provide information on pricing, aesthetics, etc.
 - (a) Board members did agree that weddings shouldn't be the main consideration for the room.
- iv. Other considerations mentioned were whether there would be a pre-approved cater's list or a separate deposit if the list is not used; whether use of the patio space is a separate rental; whether use of the gas logs would be separate and if timers can be used; how the gallery space would be used and/or hall space during a conference.
- v. Mr. Perkins also reviewed other space on the property and related information on the Town's PARTF application for possible use of space in the future.

8. **New Business**

- a. None

9. **Unfinished Business**

- a. None.

10. **Administrative Reports**

- a. Events update
 - i. No update at this point. The Town will monitor Executive Orders for events. Virtual events are being considered.
- b. Update on Joint Comprehensive Plan and Parks and Recreation Master Plan Project
 - i. Four proposals were received that were short listed to two. The proposal is slightly above budget. Staff will be going to Council to show the advantage and efficiency of doing the project jointly instead of individually.
- c. Sidewalk repairs inside the Square
 - i. The sidewalks have been repaired and do look good.

11. **For the Good of the Order**

- a. Mr. Perkins updated the board members on the use of the garage for storage of play sets, and other material used by public works.
- b. Mrs. Horner advised the board of the geocache project being done by Sarina Horner, one of the members of Student Leadership.
- c. The next meeting date is **February 8, 2021 at 6:00 p.m.** while meeting virtually.

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12. **Adjournment**

- a. Having no other business to discuss, Danny Lough moved to adjourn the meeting at 6:49 p.m. The motion was seconded by Shaida Horner and approved unanimously with a roll call vote of ayes from Board members Shaida Horner, Daniel Lough, Robert Ogden, Catherine Spross, Ryan Walker and Chair Frey.

Susan Frey, Chair

ATTEST:

Joyce C. McWilliams Walker, Town Clerk