

**Lewisville Parks, Recreation & Cultural Development Board Meeting Agenda**  
**July 12, 2021 - 6:30 p. m.**  
**Council Chambers 1<sup>st</sup> floor - Lewisville Town Hall - 6510 Shallowford Road**

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1. **Call to Order**

- a. Chair Susan Frey called the meeting to order at 6:30 p.m. Board members present were Daniel Lough, Julie Rutledge and Ryan Walker. Robert Ogden entered the meeting at 6:46 p.m. Shaida Horner and Janice Orsini were not in attendance nor were the liaisons. Also present were Town Manager Hank Perkins, Office Manager/Events Coordinator Stacy Howard, and Public Works Director Ryan Moser.

2. **Adoption of Agenda**

- a. Mrs. Frey asked to add Mayor Pro Tem Jeanne Marie Foster who will be providing the status and feedback of the survey taken by members of the boards and committees.
- b. With that addition, Danny Lough moved to approve the amended agenda. The motion was seconded by Ryan Walker and approved unanimously.

3. **Approval of Minutes**

- a. April 13, 2021
  - i. Susan Frey moved to approve the April 13, 2021 minutes. The motion was seconded by Ryan Walker and approved unanimously.

Note: items were not discussed in order.

4. **Guest(s)**

- a. Jeanne Marie Foster
  - i. Mrs. Foster provided an update on the results of the board and committee survey. There were 5 main subjects that came from most of those who answered the survey:
    - (1) Enhanced communications.
    - (2) Training and on-boarding.
    - (3) Appreciation.
    - (4) Council and staff support.
    - (5) Charters.
      - (a) The items in the mission statement of Parks and Rec were reviewed.
  - ii. Some of the comments from board members:
    - (1) Need more orientation on the rules and regulations.
    - (2) Assigning mentors.
    - (3) Highlighting members not really necessary.
    - (4) Would like to recognize staff.
    - (5) Have a meet and greet with council.
    - (6) Like in-person rather than Zooming.
    - (7) Would like more loop back from council.
      - (a) There was a suggestion to have a document with all the suggestions from boards and committees that would constantly be updated with the status of the suggestion and whether it was approved, denied, more study needed, etc.
    - (8) Heads up on public works activities.

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- (9) Have quarterly meetings with boards and committees and include staff members.
- (10) Combine some of the boards and committees.
- (11) Have more collaboration between the boards and committees.

**5. Appeal Requests**

- a. None

**6. Old Business**

- a. Continued discussion on Mary Alice Warren Community Center rental rates
  - i. Refine the issue regarding use by non-profit organizations.
    - (1) The discussion centered around having non-profit organizations pay for use of any room(s) in the new building using a percentage of the cost to regular renters.
    - (2) Use would be from Monday through Thursday only.
    - (3) At this point, they could continue to use the G. Galloway Reynolds Community Center until there has been an opportunity for usage and pricing to be gaged.
    - (4) During the discussion on non-profit usage, board members were advised of the plans for a space needs study that will help to determine what space is needed where.
  - ii. Cleaning deposits
    - (1) Not discussed.
  - iii. Determine premium times
    - (1) Not discussed.
  - iv. Board members were advised that the town will be implementing a program called RecDesk that will be able to reserve all meeting rooms and facilities and renters will be able to book online. At a future point, renters will also be able to pay with credit cards. Renters will still be able to book in-person at town hall.
  - v. Mr. Perkins made arrangements with board members to tour the MAW facility.

**7. New Business**

- a. None.

**8. Unfinished Business**

- a. Playground fencing
  - i. Mr. Moser advised that he had been doing research on fencing at Jack Warren Park and provided a list of CON's why a fence shouldn't be placed there:
    - (1) The request that was received is the only request, ever, to place a fence.
    - (2) Placing a fence gives parents a false sense of security that children are safe.
    - (3) A fence will make it difficult to place the rubber mulch needed.
    - (4) Since the space is not a rectangle, the odd shape for fencing would be around \$12,000.<sup>00</sup> +.
    - (5) If any new equipment is added to the playground, the fence would have to be removed to get the equipment in.

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- (6) Mr. Moser recommends Joannie Moser Park since they do have a fenced area.
    - ii. After discussion, the consensus of the board was that no fence is needed at JWP.
    - iii. Board members were also advised that the signs suggested by Mrs. Frey have been placed.
  - b. Dog park research - establishing rules and regulations
    - i. There is time to work on this as there are other pressing matters.
    - ii. Mrs. Frey noted that her research shows that a number of parks were built by funds that were donated.
- 9. **Administrative Reports**
  - a. Events update
    - i. There was a Memorial Day concert and a July 3<sup>rd</sup> concert celebrating Independence Day that also included a laser light show. There is an upcoming concert by Slippery When Wet on July 17<sup>th</sup>.
    - ii. Mrs. Howard also provided information on how plays are selected.
- 10. **For the Good of the Order**
  - a. The next meeting date is August 9, 2021
- 11. **Adjournment**
  - a. Having no other business to discuss, Robert Ogden moved to adjourn the meeting at 8:27 p.m. The motion was seconded by Ryan Walker and approved unanimously.

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Susan Frey, Chair

ATTEST:

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Joyce C. McWilliams Walker, Town Clerk