

LEWISVILLE PARKS, RECREATION & CULTURAL DEVELOPMENT COMMITTEE MEETING

MINUTES

April 13, 2026

Lewisville Town Hall – 6510 Shallowford Road – Conference Room 201

1. **Call to Order** – Chair Aaron Hutmacher opened the meeting at 6:00 PM. In attendance were Analise Anderson, Aaron Hutmacher, Elizabeth Johnson, Shirley Leonard, Wesley McNeely, Braden Romer, Michelle Soyars and Town Clerk Angie Lord.
 - i. Chair Aaron Hutmacher made a PowerPoint Presentation. (*PowerPoint Presentation is herein incorporated by reference into the minutes.*)
2. **Agenda Approval** – Braden Romer moved to approve the agenda. The motion was seconded by Michelle Soyars and passed unanimously.
3. **Minutes Approval** – Elizabeth Johnson moved to approve the March 9, 2026 meeting minutes. The motion was seconded by Braden Romer and passed unanimously.
4. **Old Business**
 - a. Community Day – Elizabeth Johnson provided the history of the Community Day event; outlined planned activities; shared an update from the Sub-Committee meeting; and explained there would be another upcoming meeting to finalize event planning. Discussion took place regarding new member availability to volunteer; t- shirt orders; and volunteer schedules. Aaron Hutmacher and Elizabeth Johnson will attend for the duration of the event. Analise Anderson to volunteer 12 PM – 3 PM. Shirley Leonard to volunteer from 10 AM – 3 PM. Town Clerk Angie Lord to research ordering additional t-shirts for new members. Chair Aaron Hutmacher distributed Bocce Ball game rules, a Disc Golf score card, and Disc Golf Rules for committee review. (*Documents are herein incorporated by reference into the minutes.*)
 - b. Trail Maintenance Clean-Up – May 11th @ 5:30 PM – Chair Aaron Hutmacher explained the purpose for the trail maintenance; spoke to length of time for clean-up activities; suggested committee members bring work gloves; and spoke to the meet up location. Town Lord Clerk to confirm details with Public Works Director, Jon Hanna, for the committee.
5. **New Business**
 - a. New Committee member introduction – Committee did round table introductions.
 - i. Summary of Committee Responsibilities – Chairman Aaron Hutmacher provided an overview of the committee responsibilities; and highlighted the Parks and Recreation Charter, Lewisville Comprehensive Plan, and the Lewisville Parks and Recreation Master Plan.
 - b. Nomination and Election of Chair and Vice Chair – Chair Aaron Hutmacher and Town Clerk Lord explained the roles of Chair and Vice Chair.

Elizabeth Johnson moved to nominate Aaron Hutmacher as Chair. Braden Romer seconded the motion and the motion passed unanimously.

Shirley Leonard moved to nominate Elizabeth Johnson as Vice Chair. Braden Romer seconded the motion and the motion passed unanimously.
 - c. 2026 Community Events - <https://lewisvillenc.net/specialevents> - Chair Aaron Hutmacher highlighted the community events calendar; and volunteer opportunities for the committee.
 - d. May 28 Collaboration Event – Chair Aaron Hutmacher explained the purpose of the orientation, collaboration, and appreciation event.
6. **Staff Report** –
 - a. Review and Sign Policy Documents - Town Clerk Lord distributed documentation for committee members review and signatures.

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- b. Shallowford Square Playground Update (informational new members) – Town Clerk Lord provided an overview of the playground project; and stated contractors had broken ground.
 - c. Fred Moser Property Update (informational new members) – Town Clerk Lord provided an overview of the project; and stated lighting was planned for installation this week.
- 7. For the Good of the Order**
- a. Committee will not have an official meeting on May 11, 2026 in order to do trail maintenance at the Jack Warren Park.
 - b. Next meeting– if needed: June 8, 2026
- 8. Adjournment** – Braden Romer moved to adjourn the meeting at 7:05 PM. The motion was seconded by Aaron Hutmacher and motion passed unanimously.

*Note – following the meeting it was discovered new member Analise Anderson lives just outside town limits and is not a Town of Lewisville resident. Therefore Ms. Anderson is ineligible to serve on the committee. Town Clerk Lord notified Council, Chair Aaron Hutmacher and Ms. Anderson; and reposted the application to the town website.

ATTEST:

Angela Lord, Town Clerk

Aaron Hutmacher, Chair

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