

**Lewisville Town Council Special Meeting Minutes**  
**Thursday, April 16, 2020 - 6:00 p.m.**  
**Originating via ZOOM Electronic Meeting from Lewisville Town Hall**  
**6510 Shallowford Road - Room 110**

1. **Call to Order:**

- a. Mayor Horn opened the meeting electronically at 6:06 p.m. Council members attending electronically were Jeanne Marie Foster, Fred Franklin, Melissa Hunt, Ken Sadler, David Smitherman, and Jane Welch. Also attending electronically were Town Manager Hank Perkins, Attorney Bo Houff, Finance Director Pam Orrell, and Town Clerk Joyce Walker.
  - i. Mike Norris and James Ford, McGill and Associates, were attending electronically to discuss the PARTF grant.
- b. Approval of Agenda
  - i. Council Member Sadler moved to approve the agenda. The motion was seconded by Council Member Smitherman and approved unanimously.

2. **Approval of Minutes**

- a. Council Member Sadler moved to postpone approval of the April 9<sup>th</sup> and April 13<sup>th</sup> meeting minutes and move to the budget meeting on Monday, April 20, 2020. The motion was seconded by Council Member Hunt and approved unanimously.

3. **PARTF Grant Review and Discussion**

- a. Updated PARTF site plan review
  - i. Council members were presented the amended site plan with the requested changes.
    - (1) A paved connector was added.
    - (2) The connector loop was added on the nature trail.
    - (3) Text language was updated.
    - (4) Future amenities were noted.
    - (5) Proposed amenities for grant:
      - (a) Multi-purpose room in community center.
      - (b) Art activity room in community center.
      - (c) Nature trail on property.
      - (d) Natural play area on property.
- b. Cost estimates review
  - i. Council members reviewed the list of project elements and the cost of each.
    - (1) It was noted that the construction management, site planning, preliminary design, survey and appraisals and cost of preparing the application had been reduced from 10% (a previous estimate) to 5%.
- c. Jack Warren Park Master Plan report
  - i. Council members were provided an overview of the document by Mr. Ford.
  - ii. Council members noted a few changes that needed to be made:
    - (1) Acknowledgments needed to be updated:
      - (a) Include the property donor, Mary Alice Warren.
      - (b) Correct Parks and Recreation board members.
      - (c) Add Members of the Lewisville Beautification Committee.
  - iii. Council members discussed reviewing in more detail and asked if it would be acceptable to take more time before the preliminary submission.

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- (1) Council Member Hunt moved to move this item to the Monday budget and action meeting. The motion was seconded by Council Member Foster and approved unanimously.
  - d. CIP and other documents pertaining to the Town application for the 2020 PARTF grant cycle application process
    - i. [Resolution 2020024](#) - approving the Jack Warren Park site plan
      - (1) Council Member Hunt moved to approve Resolution 2020024. The motion was seconded by Council Member Franklin and approved by Council Member Franklin. Resolution 2020024 is herein incorporated by reference into the minutes.
    - ii. [Resolution 2020022](#) - approving the CIP, cost estimates, Basic Facts and Assurances, and the Jack Warren Park Master Plan associated with the Town of Lewisville's application for the 2020 PARTF grant cycle application process
      - (1) Council Member Franklin moved to approve Resolution 2020022 for the CIP, cost estimates, and Basic Facts and removing the Jack Warren Park Master Plan to be placed on the meeting agenda for Monday, April 20, 2020. The motion was seconded by Council Member Hunt and approved unanimously. Resolution 2020022 is herein incorporated by reference into the minutes.
    - iii. [Resolution 2020021](#) - approving Comprehensive System-Wide Parks and Recreation Master Plan
      - (1) This item is moved to the Budget and Action meeting on Monday, April 20, 2020.
  - e. Consideration of approval
    - i. [Resolution 2020025](#) - approval to proceed with an application for consideration of a PARTF grant for improvements at Jack Warren Park
      - (1) This item is moved to the Budget and Action meeting on Monday, April 20, 2020.
- 4. **Adjournment**
  - a. Having no other business to discuss, Council Member Smitherman moved to adjourn the meeting at 7:08 p.m. The motion was seconded by Council Member Welch and approved unanimously.

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Mike Horn, Mayor

ATTEST:

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Joyce C. McWilliams Walker, Town Clerk