

**Lewisville Town Council**  
**Budget and Action Meeting #4 (continued from 05-07-2020)**  
**Meeting Minutes - Monday, May 11, 2020 - 6:00 p.m.**  
**Digitally Originating via ZOOM Electronic Meeting from Lewisville Town Hall**  
**6510 Shallowford Road**

1. **Call to Order**

- a. Mayor Horn opened the meeting being simultaneously streamed electronically at 6:10 p.m. Council members attending electronically were Jeanne Marie Foster, Fred Franklin, Melissa Hunt, Ken Sadler, and Jane Welch. Council Member Smitherman was excused. Also attending electronically were Town Manager Hank Perkins, Town Finance Director Pam Orrell, Acting Public Works Director Ryan Moser and Town Clerk Joyce Walker.
  - i. Those persons attending electronically were advised that TV6 may have a delay.
- b. Approval of Agenda
  - i. Council Member Foster moved to approve the agenda. The motion was seconded by Council Member Welch and approved unanimously with a roll call vote of ayes from Council Members Foster, Franklin, Hunt, Sadler, Smitherman, Welch and Mayor Horn.

2. **Budget Review**

- a. General Fund
  - i. Revenues (reviews completed at the 04-13-2020 meeting)
  - ii. Expenditures by Department Page 16
    - (1) Completed at the April 20, 2020 meeting:
      - (a) Governing Body
      - (b) Administration
      - (c) Student Leadership
      - (d) Finance
      - (e) Debt Service
      - (f) Beautification
      - (g) Community Policing
      - (h) Public Safety
    - (2) Completed at the May 7, 2020 meeting:
      - (a) Planning
      - (b) Public Works
      - (c) Streets
    - (3) **Expenditures by Department Review (continued):**
      - (a) Powell Bill
        - (i) Council members were advised that the Town follows a paving plan, the last completed in 2017,
        - (ii) Sidewalks will be assessed in two years.
        - (iii) Council Member Sadler moved to accept the Powell Bill budget. The motion was seconded by Council Member Hunt and approved unanimously with a roll call vote of ayes from Council Members Foster, Franklin, Hunt, Sadler, Welch and Mayor Horn.
      - (b) Stormwater

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- (i) The previous contract only had some neighborhoods being swept once a year.
  - (ii) The upcoming fiscal contract calls for some of the neighborhoods in town to be swept twice a year and others to be swept three times a year.
    - 1) Those to be swept twice a year are Dryden Park, Carrington, Shallowford Reserve, Tuscany, Crafton Creek, Ridgecrest at Wellesley Place Phases I and II, and Fountainbrook.
    - 2) Those to be swept three times a year are Robinhood Forest, Robinhood West, Wellsprings, Arbor Run, Arbor Estates, Oak Grove, Saddlebrook, Bradford Place, Windham Farm, Lewisville Trails and Brook Forest.
  - (iii) After discussion, council Member Sadler moved to accept the Stormwater budget as presented. The motion was seconded by Council Member Hunt and approved unanimously with a roll call vote of ayes from Council Members Foster, Franklin, Hunt, Sadler, Welch and Mayor Horn.
- (c) Solid Waste
- (i) Council members were advised that the budget for waste collection included a 3% increase.
  - (ii) Staff will check to see if there will be an extra bulky waste pickup since the spring event had to be cancelled.
  - (iii) There was discussion on whether there could be yard waste pickup.
    - 1) Staff advised open burning would have to end if yard waste pickup starts for the entire town.
    - 2) Several suggestions were made that could be reviewed including having individuals could pay a fee, i.e. subscription service.
      - a) Staff is to look into this service but for the next fiscal year budget discussion and have the staff recommendation reviewed by the Recycling Committee (future name change to Sustainable).
  - (iv) After additional discussion, Council Member Franklin moved to accept the Solid Waste budget as presented. The motion was seconded by Council Member Sadler and approved unanimously with a roll call vote of ayes from Council Members Foster, Franklin, Hunt, Sadler, Welch

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and Mayor Horn.

- (d) Recycling
  - (i) Council Member Welch moved to accept the Recycling budget as presented. The motion was seconded by Council Member Foster and approved unanimously with a roll call vote of ayes from Council Members Foster, Franklin, Hunt, Sadler, Welch and Mayor Horn.

Council Members took a break from 7:10 p.m. to 7:15 p.m.

- (e) Parks and Recreation
  - (i) Council Members were advised that the events will be evaluated based on COVID-19 pandemic State orders.
  - (ii) Council Member Foster moved to accept the Parks and Recreation budget as presented. The motion was seconded by Council Member Sadler and approved unanimously with a roll call vote of ayes from Council Members Foster, Franklin, Hunt, Sadler, Welch and Mayor Horn.
- iii. Willow Run Municipal Service District
  - (1) Revenues and Expenses were reviewed for the WRMSD.
  - (2) After review, Council Member Franklin moved to accept the Willow Run Municipal Service District budget as presented. The motion was seconded by Council Member Welch and approved unanimously with a roll call vote of ayes from Council Members Foster, Franklin, Hunt, Sadler, Welch and Mayor Horn.
- iv. Capital Reserve Funds
  - (1) Staff reviewed the Town's Capital Reserve Funds, noting that these funds are like savings accounts and are not used for operational expenses.
    - (a) The allocation for the GWR/ROW will be suspended in this budget so that the funds can be used to balance the budget in light of estimated revenue shortfalls.
    - (b) Council Member Franklin moved to approve this plan. The motion was seconded by Council Member Sadler and approved unanimously with a roll call vote of ayes from Council Members Foster, Franklin, Hunt, Sadler, Welch and Mayor Horn.
- v. Capital Project Funds
  - (1) There was discussion on moving Jack Warren Park facilities funds and moving to the Community Center Project Fund.
- b. Other discussion
  - i. After reviewing the presented budget, staff stated that the Town is in a substantial and healthy position.

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- ii. Staff discussed the number of projects currently underway and their status.
  - (1) Staff is to pursue finding a format for providing a monthly departmental activity report.
- iii. Council Member Franklin suggested moving the June meeting dates to June 18 for the briefing and June 25 for the regular meeting; however, there was no action on the suggestion.

3. **Adjournment**

- a. Having no other business to discuss, Council Member Foster moved to adjourn the meeting at 8:10 p.m. The motion was seconded by Council Member Sadler and approved unanimously with a roll call vote of ayes from Council Members Foster, Franklin, Hunt, Sadler, Welch and Mayor Horn.

ATTEST:

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Mike Horn, Mayor

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Joyce C. McWilliams Walker, Town Clerk