



SPECIAL PROJECTS REVIEW COMMITTEE

Meeting Minutes

October 6, 2025

- I. **Call to Order** – Councilmember Welch called the meeting to order at 2:30 PM. Committee members present were Mayor Pro-Tem Melissa Hunt and Councilmember Jane Welch. Councilmember Ivan Huffman was absent. Town Manager Stacy Tolbert, Town Clerk Angie Lord, and Town Attorney Al Andrews were also in attendance.
- II. **Approval of Minutes**
 - A. September 18, 2025 – Councilmember Welch made a motion to approve the meeting minutes of September 18, 2025. Mayor Pro-Tem Hunt seconded the motion and motion passed unanimously.
- III. **Requests:**
 - A. Prior to a review of the Facility Exemption Request, Chairwoman Welch requested Town Clerk Angie Lord to provide an update on the September 18, 2025 meeting. Town Clerk Lord outlined the Committee’s review of the application and policy processes; and the proposed item to go before Town Council. Discussion ensued regarding funding allocations; a potential moratorium; partnership promotion; determination factors when considering applications; and the purpose of the Committee.
 - B. Lydia’s Hope – Town Clerk Lord outlined the request for use of the Shallowford, Lewisville, and Vienna rooms at the Mary Alice Warren Community Center (MAWCC on February 28, 2026; and shared that Town Manager Stacy Tolbert had met with the requestor. Town Manager Tolbert explained the request to have a fund raiser for a potential office space in Lewisville. Mayor Pro-Tem Hunt pointed out the application was incomplete. Chairwoman Welch inquired about a Certificate of Insurance to which Town Clerk Lord explained the documentation had not been received. Town Clerk Lord shared feedback provided by Councilmember Huffman stating a recommendation to deny due to the Winston based organization without a clear illustration of connection to Lewisville. Chairwoman Welch and Mayor Pro-Tem Hunt concurred with the recommendation. It was the consensus of the Committee to recommend denial of the request to Town Council.
 - C. West Forsyth Christian Preschool – Town Clerk Lord outlined the request for the MAWC for the annual Gallery Hop and Silent Auction on April 17, 2026; and shared previous years approval of the request. Mayor Pro-Tem Hunt expressed the level of service to Lewisville residents; and referenced the annual request. Town Clerk Lord shared feedback provided by Councilmember Huffman stating a recommendation to approve due to service to residents and families for over a decade; the partnership between the organization and the Town. Town Attorney Al Andrews offered guidance on request determinations. Mayor Pro-Tem Hunt recommended approval based on the fact the program brings people to Lewisville; the service to the Lewisville community; percentage of board

members that are residents; and that the institution is focused on supporting the Town. It was the consensus of the Committee to recommend approval of the request to Town Council.

- IV. **Adjournment** – Having no future business to discuss, Mayor Pro-Tem Hunt moved to adjourn the meeting at 3:06 PM. The motion was seconded by Councilmember Welch and passed unanimously.

Angela Lord
Town Clerk