

**LEWISVILLE 2025 VISION ADVISORY BOARD**  
**January 18, 2018**

**Members Present:**

Karen Locke, Chairperson  
Derik Hayenga, Co-Chairperson  
Tamela Bowie  
Toya Gant  
Kristin Green  
Elena Claros  
Amanda Ferguson  
Peter Taggart

**Members Absent:**

Robert Solete

**City Staff Present:**

Donna Barron, City Manager  
Eric Ferris, Deputy City Manager  
Melinda Galler, Assistant City Manager  
Claire Swann, Assistant City Manager  
Gina Thompson, Director of Strategic Services  
James Kunke, Director Community Relations & Tourism  
Stacie Anaya, Director of Parks & Recreation  
Tim Ippolito, Fire Marshal  
Jennifer Malone, Executive Assistant

**Call to Order and Announce a Quorum is Present**

**(Agenda Item 1)**

The scheduled session of the Lewisville 2025 Advisory Board was called to order by Co-Chairperson Derik Hayenga at 6:30 p.m. on Thursday, January 18, 2018, in the City Council Conference Room of the Lewisville City Hall, 151 West Church Street, Lewisville, Texas. Co-Chairperson Derik Hayenga announced there was a quorum present.

**Election of Officers**

**(Agenda Item 2)**

City Manager Donna Barron advised that because the former Chairperson Ray Hernandez is no longer a member of the Lewisville 2025 Advisory Board, the Board would need to elect a new Chairperson.

**MOTION:** Upon a motion made by Co-Chairperson Derik Hayenga and seconded by Board member Amanda Ferguson, the Board voted seven (7) "ayes" and no (0) "nays" to nominate Board member Karen Locke as the Board Chairperson. The motion carried.

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**Approval of Minutes from September 28,  
2017 Meeting**

**(Agenda Item 3)**

At this time the meeting was turned over to Chairperson Karen Locke.

**MOTION:** Upon a motion made by Board member Kristin Green and seconded by Co-Chairperson Derik Hayenga, the Board voted eight (8) “ayes” and no (0) “nays” to approve the minutes of the Lewisville 2025 Advisory Board September 28, 2017 meeting. The motion carried.

**Green Centerpiece Master Strategy  
Update and LISD/UNT Use Agreement –  
Stacie Anaya**

**(Agenda Item 4)**

Stacie Anaya, Director of Parks and Recreation, discussed the history of the Green Centerpiece Master Strategy. She explained that the partnership includes the City of Lewisville, U.S. Army Corps of Engineers (USACE), University of North Texas (UNT) and Lewisville Independent School District (LISD). Support groups include Friends of LLELA, Audubon Texas, DCTA and LLELA volunteers. Ms. Anaya read the Vision Statement and discussed the Guiding Principles. She discussed several of the 75 action steps with the Board members including: approving Green Centerpiece institutional structure, education and marketing, public art, visitor experience, adding trails, kayak launches, enhancement of Lake Park, interpretive plan, maintenance crews at LLELA, dedicated roadway, develop land use plan and guidelines, and river cleanup by volunteers that have performed six (6) cleanups so far. Ms. Anaya extended an invitation to all Board members to come out to LLELA and meet the new Recreation Supervisor, Tina Chapman. Updates on the quarterly partner meetings were provided. Operating structure was discussed. Partners are working on bringing students and growing programs.

Ms. Anaya reported on the following accomplishments:

- Financial Resources for the Green Centerpiece - UNT funded two positions. Lewisville added funding of \$342,000, which includes two full time positions, part-time positions, a dedicated maintenance crew, and marketing.
- Interpretive Park Ranger for LLELA - \$158,000 for the new position (has been hired), vehicle, equipment, supplies and additional marketing efforts (have been purchased).
- Visitor Experience - the Library now has two backpacks that are available for check-out. When checked out, the backpack also provides free entrance to LLELA.
- Office Spaces and Classrooms - LISD provided four (4) portable buildings that the City is refurbishing.
- SER Conference - November 2017 Conference field trips and opening social were hosted at LLELA.

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Ms. Anaya discussed updates and future action steps:

- Item #14 – Secure water supplies to maintain desired pond levels year-round.
  - The original plan was to re-use water. Public Services determined that it would be better to use a raw water line, which is straight from the lake and not treated.
  
- Item #25 – Implement the Storm Water Ordinance.
  - This will include facility assessments to determine best management practices to address deficiencies, storm water utility fee and pollution prevention standard operating procedures.
  
- Item #33 – Nature Center.
  - Originally the plan was to share the cost with LISD, but this did not make the bond package for LISD. The City has committed to fully fund the center. Ms. Barron advised that the feasibility of the Nature Center is dependent on student use. If it is not used by 10,000 students annually, Audubon will not agree to run it, thus requiring the City to run it all. Currently the use agreement shows use by 4,000 LISD students (with growth) and use by 1,200 UNT students. Ms. Anaya advised that we are going to work to expand this to the required 10,000. Ms. Barron advised that they are willing to try to help get other schools to also use the facility. Board member Amanda Ferguson suggested that schools in Denton and Justin may be interested. Board member Peter Taggart advised that there are also several charter schools. Chairperson Karen Locke suggested also looking at home school students. Ms. Barron stated that we would not want to start design until we have a commitment of 10,000 students.
  
- Item #63 – Improved Kayak Launches.
  - The original plan was to build two kayak launches simultaneously. We are now planning on using a phased approach.

**Old Town – Fire Sprinkler System – Tim Ippolito**

**(Agenda Item 4)**

Tim Ippolito, Fire Marshal, identified the location of the buildings to be sprinklered. The reasons for this project include: preserving the historical buildings in our City, keeping fires contained/small so they are less likely to spread to surrounding buildings, protecting firefighters and encouraging redevelopment and reinvestment in Old Town. Mr. Ippolito discussed fire sprinklers and explained how they work. The project cost is \$860,000 and the City is fully funding this project. Mr. Ippolito explained that the City of Grapevine also implemented this in their City and assisted by paying part of the installation and offering loans to the building owners.

Lewisville City staff has been meeting with building owners for approximately two (2) years. In January 2018, City Council approved an ordinance requiring that this area have fire sprinklers. Building owners can partner with the City's program or add them on their own. Staff anticipates

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awarding the contract for this project in late Spring 2018 and completing installation by the end of 2018. Mr. Ippolito explained that the businesses do not necessarily have to shut down during installation. Board member Amanda Ferguson asked if the project will be stalled if any owners do not agree. Mr. Ippolito responded that it is required to have agreement for the whole quadrant in order to use public funds and advised that if owners choose not to participate in the program, they will still be required to put in the sprinklers. The sprinkler system in the bank building was discussed.

**Project Updates:**

**(Agenda Item 5)**

- Makerspace – Carolyn Booker**
  - Multi-Generational Center Status – Eric Ferris**
  - Gateway Signs – James Kunke**
  - Fire Stations – Melinda Galler**
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Makerspace:

Carolyn Booker, Director of Library Services, advised that the makerspace is primarily funded from 4B sales tax with the Librarian salary being funded from the General fund. Ms. Booker explained that the purpose of makerspace is to have a place to: develop new expertise, share and work as a team, explore, experiment and have an open environment that fosters innovation and imagination. One Librarian has been hired and a part-time technician will be hired. This will be located on the ground floor using the Baird Reading Room plus additional space for expansion. The makerspace will be named The Hive.

Ms. Booker discussed the equipment that will be available. The Carvey milling machine is a tabletop CNC cutting machine. This was received in December 2017 and staff is currently being trained on design and hardware. Staff is currently purchasing two (2) 3D printers. These were rented for one month in FY 16/17 for staff training and demonstration. A laser engraver has been purchased and will be delivered in late January 2018. Two (2) sewing machines and a serger have been purchased and an embroidery machine has been selected for purchase.

Ms. Booker discussed the digital media lab, which will be located on the 2<sup>nd</sup> floor around the old print center. Equipment includes: Kodak Picture Save Scanner with flatbed and software, A/V editing equipment/software, film/slide scanner and VCR/DVD recorder. Library staff is currently being trained on using this equipment.

Multi-Generational Center Update:

Eric Ferris, Deputy City Manager, provided the Board with updates on the center. Mr. Ferris advised that this will be the largest bond project in the history of the City. The multi-generational center will be located on Valley Parkway. BRS Architects was selected as the architectural firm and Byrne Construction is developing the plans. Mr. Ferris discussed the construction schedule. Several public meetings have been held and design development was completed in Fall 2017. Currently construction drawings are being developed and staff is working with Byrne Construction and BRS Architects to make sure that there are no major surprises. Design should be complete by

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April 2018. Construction should begin in June/July 2018 and the facility opening is anticipated in early 2020. BrandEra is assisting in coming up with ideas for naming and branding the facility. Mr. Ferris advised that the project cost is \$46M and it may be possible to add some alternatives back in to the project if funding is available.

Gateway Signs:

James Kunke, Director of Community Relations and Tourism, provided updates on Gateway monument signs. The City Council approved the sign locations in March 2017. TXDOT has a Green Ribbon plan and are going to put two (2) of the signs in through this program. Originally the anticipated cost per sign was \$50,000 - \$60,000, but the bids came in under \$30,000 per sign, allowing staff to add signs to all locations. Mr. Kunke identified the sign locations on a map and presented examples of the signs to the Board members. Mr. Ferris advised that TXDOT has been very helpful and very progressive for the City in regards to this program. Board member Derik Hayenga asked if the signs are lit. Mr. Kunke advised that they are not at this time, but we can look into adding lighting in the future. He advised that all of these signs are being placed in areas that are lighted.

Fire Stations:

Melinda Galler, Assistant City Manager, provided a construction update for Fire Stations #3 and #8. Fire Station #3 is being relocated from 195 Corporate Drive to 500 West FM 3040 in an effort to improve response time. Fire Station #8 is a new station which was planned and approved in the Fire Control District budget to add an 8<sup>th</sup> fire station on Josey Lane to better serve East Lewisville and Castle Hills. This facility will be located in a neighborhood, so it will be designed to look more like a home. Eighteen (18) firefighters/paramedics will be added in the FY 18/19 budget to staff the new station.

2018 Meeting Schedule

(Agenda Item 6)

Staff provided a 2018 meeting schedule to the Board members. The remaining 2018 meetings are scheduled at 6:30 p.m. at Lewisville City Hall, City Council Conference Room:

- Thursday, April 19, 2018
- Thursday, July 19, 2018
- Thursday, October 18, 2018

Adjournment

(Agenda Item 7)

Ms. Barron told the board members that she is very excited that the projects are all moving forward. Board member Karen Locke reminded all board members that they can contact Ms. Barron to add items to the agenda for upcoming meetings.

Board member Kristin Green asked if there is a staff member assigned to take care of the programming for Wayne Ferguson Plaza. Ms. Barron responded that a staff member was hired a

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year ago to take care of this, as well as programming for the MCL Grand. Wayne Ferguson Plaza programming will be discussed at the 2018 City Council Retreat.

Mr. Kunke advised that the 2025 Annual Report will be mailed to all residents in the first two weeks of February.

Ms. Barron advised that the 2018 City Council Retreat will be held at the Statler in Dallas on February 23-24 and said that all Board members are welcome to attend.

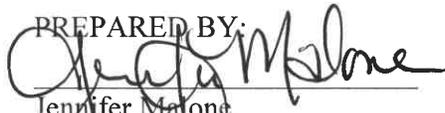
The next Lewisville 2025 Advisory Board meeting is scheduled for Thursday, April 19, 2018 at 6:30 p.m.

**MOTION:** Upon a motion made by Board member Amanda Ferguson and seconded by Board member Tamela Bowie, the Board voted eight (8) "ayes" and no (0) "nays" to adjourn the meeting of the Lewisville 2025 Advisory Board at 8:08 p.m. on Thursday, January 18, 2018. The motion carried.

APPROVED:

  
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Karen Locke, CHAIRPERSON  
LEWISVILLE 2025 ADVISORY BOARD

PREPARED BY:

  
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Jennifer Malone,  
Executive Assistant, City of Lewisville