



SPECIAL PROJECTS REVIEW COMMITTEE

Meeting Minutes

August 7, 2025

- I. **Call to Order** – Councilmember Welch called the meeting to order at 5:15 PM. Committee members present were Mayor Pro-Tem Melissa Hunt, Councilmembers Ivan Huffman and Jane Welch. Town Clerk Angie Lord was also in attendance.

II. **Approval of Minutes**

- A. April 24, 2025 – Councilmember Welch made a motion to approve the meeting minutes of April 24, 2025. Councilmember Huffman seconded the motion and motion passed unanimously.
- B. July 21, 2025 – Councilmember Welch made a motion to approve the meeting minutes of July 21, 2025. Councilmember Huffman seconded the motion and motion passed unanimously.

III. **Requests:**

- A. Crosby Scholars – Town Clerk Angie Lord provided a handout for the updated request; a brief history for a request from the Crosby Scholars Community Partnership; explained the denial of the request previously due to an incomplete application; and that the group had resubmitted the application with additional information. The group has requested a facility use exemption to utilize the Mary Alice Warren Community Center in the Shallowford room and kitchen for a staff retreat on August 14, 2025.

Councilmember Huffman reiterated previous concerns with the incomplete application; the organizations budgetary information; the group meeting only one of five criteria; and the waste of taxpayer dollars. Mayor Pro-Tem Hunt echoed concerns voiced.

Councilmember Welch stated a leaning to approve the request based on the history of the organization in the school system and communities.

Mayor Pro-Tem Hunt made a motion to recommend denial of the request to Council. Motion was seconded by Councilmember Huffman and passed 2-1 with Councilmember Welch voting in opposition.

Staff will present the Committee's recommendation to Council during the August briefing session being held later this day.

- B. Lewisville United Methodist Preschool (LUMC Preschool) – Town Clerk Lord provided a handout for the request; explained the request for a one-time exemption from the LUMC Preschool for a facility exemption request on either December 11th or December 9th for a

staff Christmas party at the Mary Alice Warren Community Center (MAWCC); and stated the Preschool had been approved last year for an exemption.

Discussion took place regarding the Preschool Board Chair as a former Councilmember; and the need for an up-to-date Certificate of Liability before use of the space.

Councilmember Huffman made a motion to approve the one-time facility use exemption of the MAWCC in the Shallowford room and kitchen on either December 11th or December 9th, based on availability for a Preschool Staff Christmas party. The motion was seconded by Mayor Pro-Tem Hunt and passed unanimously.

Staff will present the Committee's recommendation for approval to Council during the August briefing session being held later this day.

- C. Adjournment** – Having no other requests or business to discuss, Councilmember Welch moved to adjourn the meeting at 5:27 PM. The motion was seconded by Mayor Pro-Tem Hunt and passed unanimously.

Angela Lord
Town Clerk