

**SPECIAL PROJECTS REVIEW COMMITTEE**  
**Meeting Minutes**  
**August 22, 2023 – 6:00 PM**

- I. **Call to Order** – Council Member Smitherman called the meeting to order at 6:00 PM. Committee members present were Council Members Melissa Hunt, David Smitherman, and Jane Welch. Also in attendance were Town Manager James Ayers and Finance Director Pam Orrell.
- II. **Approval of Minutes** – Council Member Hunt moved to approve the April 6, 2023 minutes as presented. The motion was seconded by Council Member Welch and approved unanimously.
- III. **Request(s)** – The Lewisville Community Assistance Program (LCAP) requested \$5,000 for the food pantry program.
- IV. **Discussion** – Manager Ayers reviewed the Special Projects Funding Policy outlined in Resolution 2008-011, and the LCAP request was compared to the policy framework. The group discussed various issues related to the food pantry program. Overall policy and governance issues were considered by the group as well. Consensus of the Committee was as follows: continue with the current in-kind project (food drive at the bluegrass concert); review the non-profit process and future funding with Town Council in September; and make a determination on the current application following Town Council feedback.
- V. **Adjournment** – Having no other requests or business to discuss, Council Member Welch made a motion to adjourn the meeting at 6:50 PM. The motion was seconded by Council Member Hunt and passed unanimously.

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Council Member David Smitherman  
Chair

**ATTEST:**

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Dora K. Moore  
Town Clerk

*NOTE: Minutes were compiled and submitted by Manager Ayers.*