

MEMORANDUM

TO: Claire Powell, City Manager

FROM: Stacie Anaya, Director of Parks and Recreation

DATE: June 16, 2025

SUBJECT: **Approval of a Revocable License for Use of Premises Between the City of Lewisville and the US Department of Veterans Affairs for the Free Use of Thrive Once a Month to Offer Readjustment Counseling Services; and Authorization for the City Manager to Execute the License.**

BACKGROUND

The City of Lewisville currently partners with the U.S. Department of Veterans Affairs (USDVA) to provide readjustment counseling services to eligible veterans, active-duty service members, and their families. These services aim to support a successful transition from military to civilian life. The USDVA delivers these services through local "Premises" (formerly known as Community Access Points), which are locations within communities designated to offer readjustment counseling. Eligible recipients include those who served in World War II, the Korean War, the Vietnam War, the Persian Gulf War, Operation Enduring Freedom, Operation Iraqi Freedom, and other operations within the Global War on Terrorism.

Readjustment counseling includes a comprehensive range of psychosocial services, such as:

- Individual and group counseling for veterans, service members, and their families.
- Family counseling for military-related issues.
- Bereavement counseling for families who have experienced an active-duty death.
- Counseling and referrals for military sexual trauma.
- Outreach and education efforts, including post-deployment health reassessments and participation in community events.
- Substance abuse assessment and referral.
- Employment assessment and referral.
- Benefits explanation and referral through the Veterans Benefits Administration.
- Screening and referral for medical issues such as traumatic brain injury and depression.

According to the 2020 U.S. Census, Lewisville has an active veteran population of over 5,000 individuals. The USDVA identifies Lewisville as part of a local catchment area, meaning it serves as a community from which veteran hospital patients are drawn. To support this effort, the City provides space at Thrive once per month at no cost, where the USDVA delivers readjustment counseling services.

Previously, these services were hosted at the Senior Activity Center for four years until the facility's permanent closure in 2018. The program then moved to the temporary senior center at

Music City Mall, continuing until services were paused in March 2020 due to COVID-19. Operations resumed at Thrive in 2023 and have since continued without issue. City staff report that the program remains a valued and well-utilized resource among local veterans and their families.

A Memorandum of Agreement was approved by City Council on July 3, 2023. Since that time, the USDVA has begun transitioning all partnership agreements to a new standardized format titled “Revocable License for Use of Premises.”

ANALYSIS

The purpose of the Revocable License for Use of Premises between the City of Lewisville and the USDVA is to define the working relationship between the two entities and to outline their respective responsibilities. A summary of the responsibilities for the City and USDVA are listed below.

City Responsibilities:

- **Grant Access:** Grants the Licensee the right to enter and use a reserved, private conference room (minimum 144 sq. ft.) on the third Friday of each month from 10:00 AM to 1:00 PM.
- **Adjust Scheduling:** Agrees to adjust date/time based on mutual availability, with at least 24 hours’ notice.
- **Support Mission:** Issues the License to support the Licensee’s mission of aiding eligible war veterans and their families.
- **Maintain Premises:** Responsible for maintaining the Premises as defined in the agreement.
- **Retain Control:** Retains full control and custody of the Premises.
- **Enforce Regulations:** May enforce all applicable laws, rules, policies, and regulations, and inspect the Premises at any time for compliance.

USDVA Responsibilities:

- **Use of Premises:** Uses the Premises solely for providing eligible veterans and their families with no-cost readjustment counseling and case management services (e.g., family counseling, substance abuse support, housing assistance, employment referrals).
- **Coordinate Scheduling:** Must coordinate any changes to the scheduled use with the Licensor at least 24 hours in advance.

This partnership directly supports several action priorities outlined in the Lewisville 2025 Vision Plan Update, including:

- **Strategic Move 3: Connected City**
 - **Objective (e):** Focus on inclusiveness when connecting Lewisville residents to City services and opportunities.
 - **Action Priority:** Increase collaboration with social service agencies, non-profits, utility providers, and other partners to help the Lewisville community become more adaptable and resilient, and to provide coordinated support in times of crisis.

Additionally, the partnership aligns with key goals and objectives in the Healthy Infrastructure Plan (HIP):

- Goal 4: Reinforce Community Building
 - Objective 4.2: Provide equitable programming opportunities
 - 4.2.1 Partner with community organizations to provide financial assistance that enables participation in recreation programs.
 - 4.2.2 Design programs and services that address the diverse cultural needs of the community.
 - 4.2.4 Continue offering diverse programs at low or no cost to residents.

The partnership also supports strategies outlined in the Parks and Recreation Department's 2022–2027 Business Plan, which advances the goals of the HIP. Specifically, the emphasis on providing services to Lewisville veterans contributes to the Department's commitment that "Everyone is Welcome and Safe." It promotes an inclusive and diverse environment for both park users and staff.

CITY STAFF'S RECOMMENDATION

That the City Council approve the revocable license and authorize the City Manager to execute the revocable license as set forth in the caption above.