

# LEWISVILLE CITY COUNCIL

## REGULAR SESSION

January 6, 2025

6:15 P.M.

### **Present:**

TJ Gilmore, Mayor

### **Council Members:**

Patrick Kelly, Mayor Pro Tem  
Ronni Cade, Deputy Mayor Pro Tem  
Bob Troyer  
William Meridith  
Brandon Jones  
Kristin Green

### **City Staff:**

Claire Powell, City Manager  
Gina McGrath, Deputy City Manager  
Shante Akafia, Assistant City Manager  
Jim Proce, Assistant City Manager  
Liz Plaster, City Attorney  
Lauren Crawford, Deputy City Attorney  
Jennifer Malone, Acting City Secretary

With a quorum of the Council Members present, the workshop session of the Lewisville City Council was called to order by Mayor Gilmore at 6:15 p.m. on Monday, January 6, 2025, in the City Council Conference Room of Lewisville City Hall, 151 West Church Street, Lewisville, Texas. City Department Heads were also in attendance.

## **WORKSHOP SESSION**

### **Discussion of Regular Agenda Items and Consent Agenda Items**

**(Agenda Item A)**

Mayor Gilmore led a discussion of regular agenda items and consent agenda items and received questions and comments from City Council and City staff. City Manager Claire Powell and Planning Director Richard Luedke answered questions and comments from the City Council regarding Item No. G-12. Brice Hafner, with GreyArch Properties, answered a question regarding elevation for Item No. G-12.

**LEWISVILLE CITY COUNCIL  
REGULAR SESSION  
January 6, 2025**

**Page 2**

**AI Strategy Presentation**

**(Agenda Item B)**

At the request of Mayor Gilmore, CIO Chris Lee gave a presentation on AI Strategy and received questions and comments from City Council and City staff.

Mayor Gilmore RECESSED Workshop Session at 6:52 p.m.

**REGULAR SESSION**

With a quorum of the Council Members present, the regular session of the Lewisville City Council was called to order by Mayor Gilmore at 7:00 p.m. on Monday, January 6, 2025.

**Invocation**

**(Agenda Item A)**

At the request of Mayor Gilmore, Council Member William Meridith gave the invocation.

**Pledge to the American and Texas Flags**

**(Agenda Item B)**

At the request of Mayor Gilmore, Council Member Bob Troyer gave the pledge to the United States and Texas flags.

**Announcement of 2025 ColorPalooza Logo  
Contest Winner and Unveiling of Design.**

**(Agenda Item C-1)**

At the request of Mayor Gilmore, Arts Center Manager Denise Helbing announced the 2025 ColorPalooza logo winner is Alexa Udabor and unveiled the design.

**Public Hearing: Consideration of  
Ordinance No. 0724-25-ORD, an  
Ordinance Amending Article III,  
Chapter 6 “Zoning Petitions And  
Procedures” of Volume II of the  
Lewisville City Code, Known as the  
Unified Development Code, by  
Amending Section III.6.6 to Remove  
Limitations on Resubmission of  
Zoning Petitions Following City  
Council Denial.**

**(Agenda Item D-1)**

The Unified Development Code prohibits the resubmission of a zoning petition for one year after a City Council vote to deny the request. The proposed amendment would remove that prohibition to allow any applicant the ability to resubmit a new application at any time. The

**LEWISVILLE CITY COUNCIL  
REGULAR SESSION  
January 6, 2025**

**Page 3**

Planning and Zoning Commission recommended unanimous approval (5-0) on December 17, 2024.

City staff's recommendation was that the City Council approve the ordinance as set forth in the caption above.

Planning Director Richard Luedke was available for questions posed by the City Council.

Mayor Gilmore opened the public hearing at 7:04 p.m.

**MOTION:** Upon a motion made by Mayor Pro Tem Kelly and seconded by Council Member Troyer, the Council voted six (6) "ayes" and no (0) "nays" to close the public hearing. The motion carried.

Mayor Gilmore closed the public hearing at 7:05 p.m.

City Attorney Liz Plaster read the ordinance caption into the record as follows:

"An Ordinance of the Lewisville City Council Amending Article III, Chapter 6 "Zoning Petitions and Procedures" of Volume II of the Lewisville City Code, Known as the Unified Development Code, by Amending Section III.6.6 to Remove Limitations on Resubmission of Zoning Petitions Following City Council Denial; Providing for a Repealer, Severability, a Penalty, and an Effective Date; and Declaring an Emergency."

**MOTION:** Upon a motion made by Council Member Meridith and seconded by Deputy Mayor Pro Tem Cade, the Council voted six (6) "ayes" and no (0) "nays" to approve **Ordinance No. 0724-25-ORD.** The motion carried.

**Public Hearing: Consideration of Ordinance No. 0725-25-SUP, an Ordinance Repealing Ordinance No. 0129-19-SUP and Rescinding and Terminating the Special Use Permit Granted Therein Allowing Minor Automobile Services Including Tune up and Repair Services and a Car Wash Facility on Approximately 1.22 Acres, Legally Described as Lot 3, Block A, The Corners at Valley Parkway Addition; Located at 1111 West Round Grove Road (FM 3040), Zoned Local Commercial (LC).**

**(Agenda Item D-2)**

**LEWISVILLE CITY COUNCIL  
REGULAR SESSION  
January 6, 2025**

**Page 4**

On July 15, 2019, the City Council approved a special use permit (SUP) to allow minor automobile services including tune up and repair services and a car wash facility on the subject property. The City Council has the authority to rescind and terminate the SUP following a public hearing in the event that the abandonment of the structure, lease space, lot or tract of land for 180 days occurs or if one or more of the conditions imposed by the SUP have not been met. The subject property violates two of the conditions: the approved landscape plan and abandonment of the site for 180 days. The Planning and Zoning Commission recommended unanimous approval (5-0) on December 17, 2024.

City staff's recommendation was that the City Council approve the ordinance as set forth in the caption above.

Planning Director Richard Luedke was available for questions posed by the City Council.

Mark Westmoreland, with the Children's Lighthouse Valley Parkway Preschool, was called to speak and spoke regarding the location of a dumpster.

Mayor Gilmore opened the public hearing at 7:07 p.m.

**MOTION:** Upon a motion made by Council Member Green and seconded by Mayor Pro Tem Kelly, the Council voted six (6) "ayes" and no (0) "nays" to close the public hearing. The motion carried.

Mayor Gilmore closed the public hearing at 7:09 p.m.

City Attorney Liz Plaster read the ordinance caption into the record as follows:

"An Ordinance of the Lewisville City Council, Amending the Zoning Ordinance by Repealing Zoning Ordinance No. 0129-19-SUP and Rescinding and Terminating the Special Use Permit Granted Therein Allowing Minor Automobile Services Including Tune-Up and Repair Services and a Car Wash Facility on Approximately 1.22 Acres, Legally Described as Lot 3, Block A, The Corners at Valley Parkway Addition, Located at 1111 West Round Grove Road (F.M. 3040), Zoned Local Commercial District (LC); Providing for a Savings Clause, Repealer, Severability, and an Effective Date, and Declaring An Emergency."

**MOTION:** Upon a motion made by Council Member Troyer and seconded by Council Member Green, the Council voted six (6) "ayes" and no (0) "nays" to approve **Ordinance No. 0725-25-SUP**. The motion carried.

**Public Hearing: Consideration of  
Ordinance No. 0726-25-SUP, an  
Ordinance Granting a Special Use  
Permit for a Car Wash; on a 1.22 Acre**

**Lot, Legally Described as Lot 3, Block A, The Corners at Valley Parkway Addition; Located at 1111 West Round Grove Road, Zoned Local Commercial (LC); as Requested by Hailey Peterson, Lonestar Builders, on Behalf of ROYSS, LLC, the Property Owner. (24-02-2-SUP)**

**(Agenda Item D-3)**

The proposed project will remodel a former KwikKar car wash and vehicle repair facility to a new Quick Quack car wash. A special use permit is required since another automotive related use operates within 1,000 feet. The new carwash will provide additional landscape, use less water and provide higher water reclamation than the previous carwash. The Planning and Zoning Commission recommended unanimous approval (7-0) on November 5, 2024.

City staff's recommendation was that the City Council approve the ordinance as set forth in the caption above.

Planning Director Richard Luedke was available for questions posed by the City Council and answered a question from Council Member Green regarding the use.

Mayor Gilmore opened the public hearing at 7:11 p.m.

**MOTION:** Upon a motion made by Mayor Pro Tem Kelly and seconded by Council Member Troyer, the Council voted six (6) "ayes" and no (0) "nays" to close the public hearing. The motion carried.

Mayor Gilmore closed the public hearing at 7:12 p.m.

City Attorney Liz Plaster read the ordinance caption into the record as follows:

"An Ordinance of the Lewisville City Council, Amending the Zoning Ordinance by Granting a Special Use Permit for Car Wash on Approximately 1.221-Acres Legally Described as Lot 3, Block A, The Corners at Valley Parkway Addition; Located at 1111 West Round Grove Road (FM 3040), Zoned Local Commercial (LC) District; Providing for a Savings Clause, Repealer, Severability, Penalty, and an Effective Date; and Declaring an Emergency."

**MOTION:** Upon a motion made by Council Member Green and seconded by Deputy Mayor Pro Tem Cade, the Council voted six (6) "ayes" and no (0) "nays" to approve **Ordinance No. 0726-25-SUP**. The motion carried.

**Public Hearing: Consideration of  
Ordinance No. 0727-25-ZON, an**

**Ordinance Granting a Zone Change From Light Industrial District (LI) to Heavy Industrial District (HI) and Heavy Industrial District (HI) to Light Industrial District (LI), on 8.504 Acres, Legally Described as a Portion of Lot 1, Block A, M.A. Block Addition; Located at 1201 South Railroad Street; as Requested by Arturo Flores, the Applicant, on Behalf of Fluor Enterprises Inc., the Property Owner. (24-09-10-Z).**

**(Agenda Item D-4)**

Currently, the northern portion of the property is zoned Light Industrial District (LI), and the southern portion is zoned Heavy Industrial District (HI). The applicant proposes rezoning the western portion of the property where the existing office building sits as LI, while rezoning the eastern portion of the property behind the building as HI. The property is surrounded by other industrial uses. The Planning and Zoning Commission recommended unanimous approval (7-0) on December 3, 2024.

City staff's recommendation was that the City Council approve the ordinance as set forth in the caption above.

Planning Director Richard Luedke was available for questions posed by the City Council and answered a question from Mayor Pro Tem Kelly regarding uses.

Mayor Gilmore opened the public hearing at 7:13 p.m.

**MOTION:** Upon a motion made by Council Member Jones and seconded by Council Member Meridith, the Council voted six (6) "ayes" and no (0) "nays" to close the public hearing. The motion carried.

Mayor Gilmore closed the public hearing at 7:14 p.m.

City Attorney Liz Plaster read the ordinance caption into the record as follows:

"An Ordinance of the Lewisville City Council, Amending the Zoning Ordinance by Rezoning Approximately 8.504-Acres of Land, Legally Described as a Portion of Lot 1, Block A, M.A. Block Addition and Located at 1201 South Railroad Street, by Rezoning Portions of the Property From Light Industrial (LI) District Zoning to Heavy Industrial (HI) District Zoning and Rezoning Portions of the Property From Heavy Industrial (HI) District Zoning to Light Industrial (LI) District Zoning; Correcting the Official Zoning Map; Preserving all Other Portions of the Zoning Ordinance; Determining That the Zoning Amendment Herein Made Promotes the Health, Safety,

and General Welfare of the City; Providing for a Savings Clause, Repealer, Severability, a Penalty, and an Effective Date; and Declaring an Emergency.”

**MOTION:** Upon a motion made by Council Member Green and seconded by Deputy Mayor Pro Tem Cade, the Council voted six (6) “ayes” and no (0) “nays” to approve **Ordinance No. 0727-25-SUP**. The motion carried.

**Public Hearing: Consideration of Ordinance No. 0728-25-SUP, an Ordinance Granting a Special Use Permit for an Accessory Building/Accessory Structure on 0.0578 Acres Legally Described as Lot 44, Block A, Rockbrook Place, Located at 434 Hamilton Street, Zoned Townhouse Two Residential District (TH 2); as Requested by Zantana Tapia, the Applicant, on Behalf of Iresha Lewis the Property Owner. (Case No. 24-11-19-SUP).**

(Agenda Item D-5)

The property owner is wishing to add a detached patio cover to the backyard of her townhome. The patio cover does not meet the Unified Development Code Supplemental Use Regulations for accessory buildings/accessory structures and requires approval of a special use permit. Patio covers are common additions in the neighborhood. Staff finds this use to be compatible with the surrounding area. The Planning and Zoning Commission recommended unanimous approval (5-0) on December 17, 2024.

City staff's recommendation was that the City Council approve the ordinance as set forth in the caption above.

Planning Director Richard Luedke was available for questions posed by the City Council.

Mayor Gilmore opened the public hearing at 7:15 p.m.

**MOTION:** Upon a motion made by Council Member Troyer and seconded by Council Member Meridith, the Council voted six (6) “ayes” and no (0) “nays” to close the public hearing. The motion carried.

Mayor Gilmore closed the public hearing at 7:16 p.m.

City Attorney Liz Plaster read the ordinance caption into the record as follows:

“An Ordinance of the Lewisville City Council, Amending the Zoning Ordinance by



Granting a Special Use Permit for an Accessory Structure Set Back Less Than Five Feet From the Side Lot Line on Approximately 0.0578 Acres, Legally Described as Lot 44, Block A, RockBrook Place, Located at 434 Hamilton Street, and Zoned Townhouse Two Residential (TH-2) District; Providing for a Savings Clause, a Re-Pealer, Severability, Penalty, and an Effective Date; and Declaring an Emergency.”

**MOTION:** Upon a motion made by Council Member Jones and seconded by Deputy Mayor Pro Tem Cade, the Council voted six (6) “ayes” and no (0) “nays” to approve **Ordinance No. 0728-25-SUP.** The motion carried.

**Visitors Forum**

**(Agenda Item E)**

Oscar Smith, 4869 Timber Trail, Carrollton, TX, was called to speak and spoke regarding the L. Christina Smith Domestic Abuse Prevention Foundation and invited City Council members to save the date for a 5K run/1 mile fun walk event scheduled for September 20, 2025.

**CONSENT AGENDA**

**(Agenda Item F)**

**MOTION:** Upon a motion made by Council Member Troyer and seconded by Council Member Jones, the Council voted six (6) “ayes” and no (0) “nays” to approve the Consent Agenda as presented.

6. APPROVAL OF MINUTES: City Council Minutes of the December 9, 2024, Special City Council Meeting, and City Council Minutes of the December 16, 2024, Workshop Session, and Regular Session.
7. Approval of a Professional Services Agreement with Birkhoff, Hendricks and Carter L.L.P. in the Amount of \$81,217.50 for Design Services Related to the East Main Street at Railroad Sanitary Sewer Replacement and Authorization for the City Manager, or Her Designee, to Execute the Agreement.
8. Approval of an Agreement Between the City of Lewisville and Halff Associates, Inc., for Landscape Architecture and Engineering Design Services for the Vista Ridge Park and Vista Ridge Amphitheater Project in the amount of \$519,500; and Authorization for the City Manager, or Her Designee, to Execute the Agreement.
9. Approval of an Interlocal Agreement Between Denton County MHMR Center and the City of Lewisville for the Provision of Services Through the Adult and Youth Counseling Program; and Authorization for the City Manager, or Her Designee, to Execute the Agreement.
10. Approval of an Interlocal Cooperation Agreement with Denton County Texas Related to Funding of Design, Right of Way, and Construction for McKenzie



Hembry Neighborhood Rehabilitation Phase 2; and Authorization for the Mayor to Execute the Agreement.

11. Approval of the Fiscal Year 2024-2025 Fire Protection and Emergency Ambulance Services Interlocal Cooperation Agreement Between Denton County and the City of Lewisville; and Authorization for the City Manager, or Her Designee, to Execute the Agreement.

The motion carried.

**Consideration of an Alternative Standard Related to Architectural Standards of the I 35E Corridor Overlay District Standards; on 6.7970 Acres, Located at 420 Oakbend Drive, Legally Described as Lot 1A, Block B, Vista Ridge Village Addition; Zoned Light Industrial (LI), as Requested by Diego Perez Garcia, of Westwood Professional Services, on Behalf of the Owner, CH Realty X-GAP I DFW Oakbend LP (24-11-16-AltStd)**

**(Agenda Item G-12)**

The applicant is requesting an alternative standard to exterior building material requirements associated with the redevelopment of an old movie theater site into two distribution warehouse facilities. The Planning and Zoning Commission recommended unanimous approval (4-0) on December 17, 2024.

The City staff's recommendation was that the City Council approve the alternative standard as set forth in the caption above.

Planning Director Richard Luedke was available for questions posed by the City Council and answered questions from City Council members.

Mayor Pro Tem Kelly gave a presentation.

City Council members provided comments and feedback.

Brice Hafner, with GreyArch Properties, was called to speak and gave a presentation and answered questions from City Council members.

**MOTION:** Upon a motion made by Council Member Meridith and seconded by Council Member Troyer, the Council voted five (5) "ayes" and one (1) "nays" to approve the alternative standard as set forth in the caption, with Mayor Pro Tem Kelly casting the "nay" vote. The motion carried.

**Consideration of Declaring a Vacancy Exists on  
the Animal Services Advisory Committee; and  
Consideration of an Appointment to Place No.  
4 on the Animal Services Advisory Committee.**

**(Agenda Item G-13)**

Historically, Place No. 4 on the Animal Services Advisory Committee has been filled by the Animal Services Administrator. Due to this position being vacant as of December 16, 2024, Place No. 4 is also vacant. Danni Alcantara is the Animal Services Field Supervisor and would meet the requirements to serve in Place No. 4 on this committee.

The City staff's recommendation was that the City Council declare a vacancy exists and consider the appointment of Animal Services Field Supervisor Danni Alcantara to the Animal Services Advisory Committee as set forth in the caption above.

**MOTION:** Upon a motion made by Mayor Pro Tem Kelly and seconded by Council Member Green, the Council voted six (6) "ayes" and no (0) "nays" to declare a vacancy exists on the Animal Services Advisory Committee and to appoint Danni Alcantara to Place No. 4 on the Animal Services Advisory Committee as set forth in the caption. The motion carried.

**Reports**

**(Agenda Item H-1)**

- Council Member Meridith reported on upcoming Lewisville Library activities.
- Council Member Troyer reported on upcoming events at the Lewisville Grand Theater.
- Director of Public Services Aaron Russell reported on the lake level.
- Assistant City Manager Jim Proce thanked Mayor Gilmore, Council Member Meridith and Council Member Jones for visiting the Public Safety Facility.
- Mayor Pro Tem Kelly encouraged everyone to sign up for one of the walking tours conducted by Director of Community Relations and Tourism James Kunke and issued a challenge to the residents to get out there and try to do something in the City.
- Council Member Green wished everyone a happy new year and commented that we have been looking forward to this year for a long time. She shared the website address for the centennial and discussed some of the upcoming centennial events.
- Council Member Jones thanked Assistant City Manager Proce for the tour of the Public Safety Center, reported that January 15, 2025 will mark the incorporation of the City, and invited everyone to come out and celebrate at Wayne Ferguson Plaza.
- Deputy Mayor Pro Tem Cade reminded everyone to adopt a pet, thanked staff for the preparation for the centennial, and expressed her condolences to the family members of Grady Jones.
- Mayor Gilmore wished a happy birthday to Lewisville, discussed the upcoming events for the centennial, reminded everyone of the upcoming weather and advised that the City does have two warming stations.

**LEWISVILLE CITY COUNCIL  
REGULAR SESSION  
January 6, 2025**

**Page 11**

**Return to Workshop Session if Necessary**

**(Agenda Item I)**

**Closed Session**

**(Agenda Item J)**

Mayor Gilmore RECESSED into Closed Session at 8:08 p.m.

*In Accordance with Texas Government Code, Subchapter D,*

1. *Tabled Item: Section 551.074 (PERSONNEL):  
(a) City Secretary Thomas Harris III  
and Section 551.071 (Consultation with Attorney) on this item.*
2. *Section 551.072 (Real Estate): Property Acquisition*
3. *Section 551.087 (Economic Development): Deliberation Regarding Economic  
Development Negotiations.*

**Reconvene and Consider Action, if any, on  
Items Discussed in Closed Session**

**(Agenda Item K)**

Mayor Gilmore RECONVENED into Regular Session at 8:47 p.m.

**MOTION:** Upon a motion made by Council Member Green and seconded by Deputy Mayor Pro Tem Cade, the Council voted six (6) “ayes” and no (0) “nays” to terminate the City Secretary Thomas Harris III and authorize the City Manager and the City Attorney to effectuate the severance as provided in his employment agreement. The motion carried.

**Adjournment**

**(Agenda Item L)**

There being no further business to come before the Council, Mayor Gilmore adjourned the meeting of the Lewisville City Council at 8:47 p.m. on Monday, January 6, 2025.

These minutes approved by the Lewisville City Council on the 27<sup>th</sup> of January, 2025.

APPROVED

---

TJ Gilmore  
MAYOR

**LEWISVILLE CITY COUNCIL  
REGULAR SESSION  
January 6, 2025**

**Page 12**

ATTEST:

---

Jennifer Malone  
ACTING CITY SECRETARY

DRAFT MINUTES



LEWISVILLE

Deep Roots. Broad Wings. Bright Future.

# Lewisville City Council Meeting

January 6, 2025

AI Strategy Presentation



LEWISVILLE

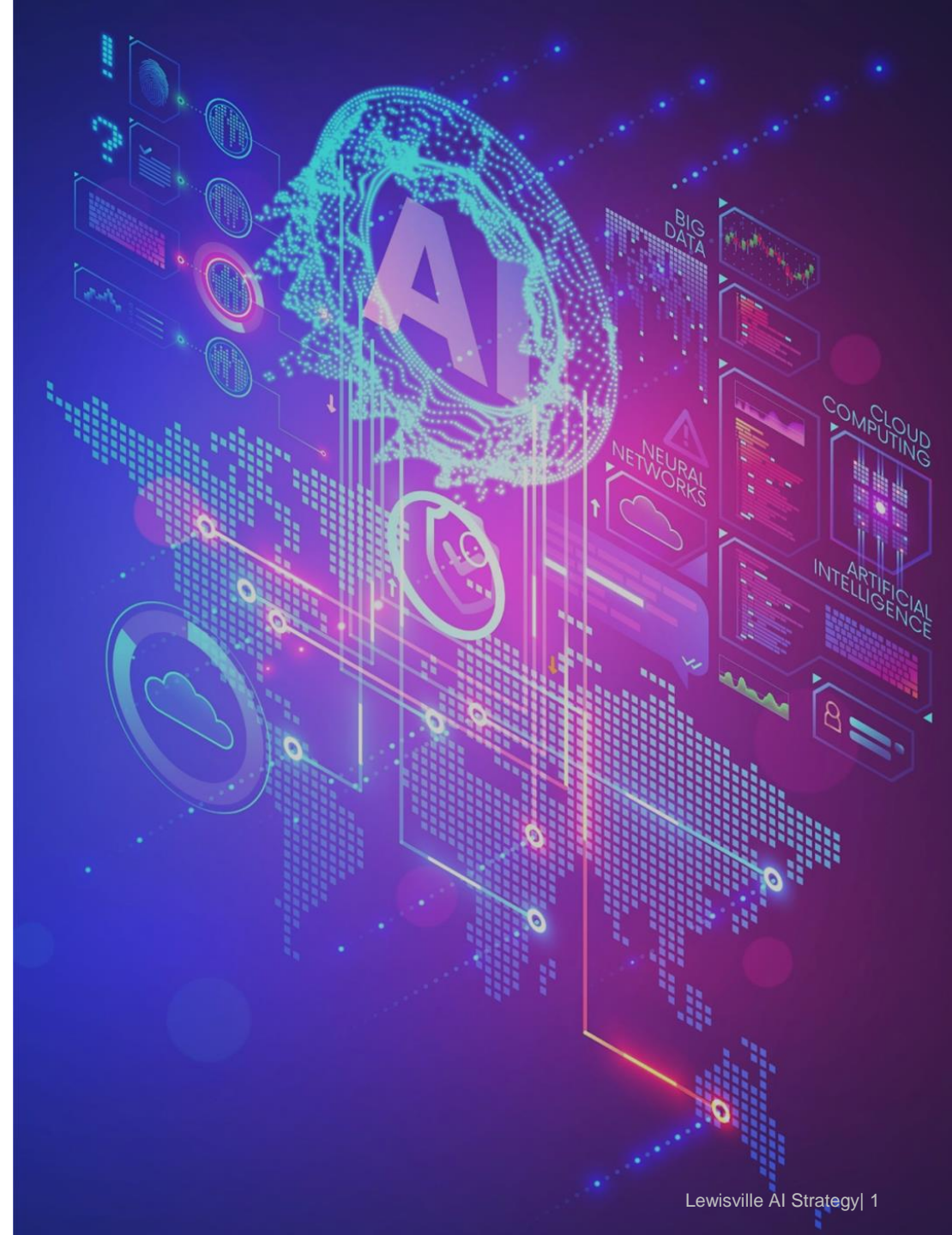
Deep Roots. Broad Wings. Bright Future.

# FY24 AI Strategy

---

01/06/2025

Prepared by: Chris Lee, CIO





# Executive Summary

AI Strategy-on-a-Page

Next steps and communication





# City of Lewisville's AI Strategy

## 1 AI Vision and Mission

- **AI Vision:** We'll use AI to work smarter, deliver better services, predict needs from our data, and do so with a commitment to safety, transparency, and fairness.
- **AI Mission:** Our mission is to harness the power of artificial intelligence to support staff's drive for efficiency, enhanced service delivery, and an elevated customer experience. We are committed to utilizing AI responsibly, safely, and transparently. Staff will create meaningful and lasting impact for our community by leveraging AI's insights and predictive capabilities.

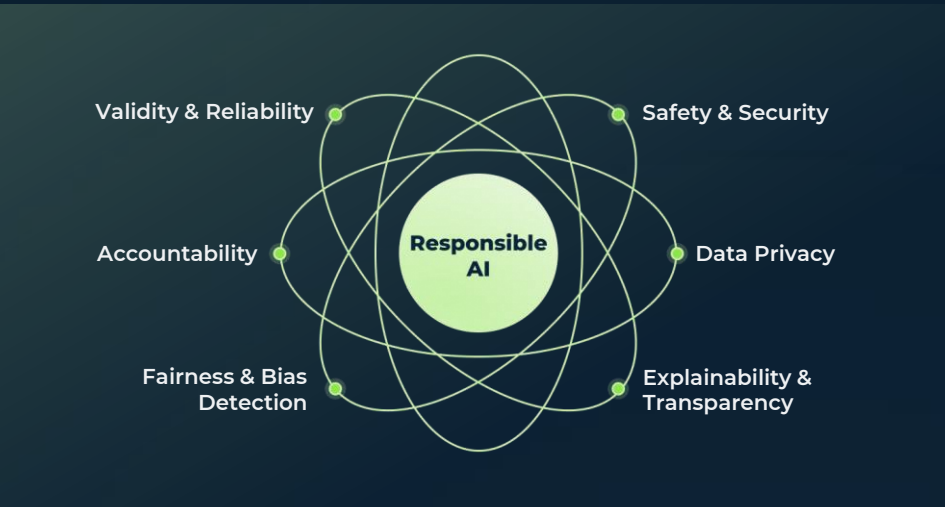
## 2 Our Strategic AI Guidelines

- Align With Business Initiatives
- Integrate With Existing Structures & Processes
- Buy Over Build
- Gen AI Will Not Replace Original Content

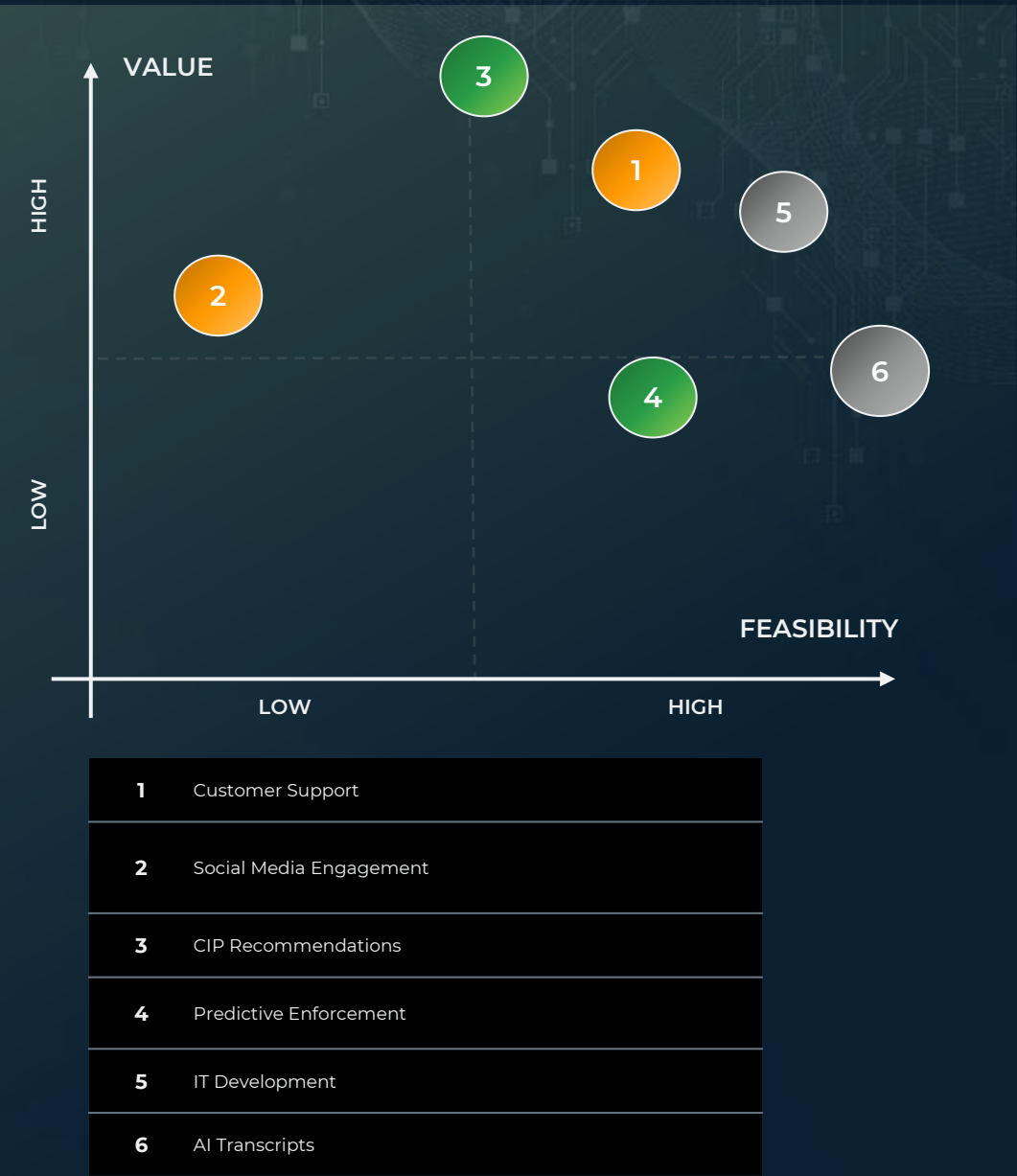
## 3 To support the business, AI will enable and transform the organization's top valued projects.

Organizational Strategy	Aligned Strategy	AI Strategy
<ul style="list-style-type: none"><li>• Conveys the current state of the organization and the path it wants to take.</li><li>• Identifies future goals and organizational aspirations.</li><li>• Communicates the initiatives that are critical for getting the organization from its current state to the future state.</li></ul>	<ul style="list-style-type: none"><li>• Establish a business-driven AI vision and mission statement and strategic AI principles to guide the organization's AI investments</li><li>• AI goals and objectives optimization can be and should be linked, with metrics, to the corporate strategy and ultimate organizational objectives.</li></ul>	<ul style="list-style-type: none"><li>• Establish responsible AI guiding principles to mitigate the risks of deploying AI-based solutions.</li><li>• Identify AI initiatives that will support the business and key AI objectives.</li><li>• Outline staffing and resourcing for AI initiatives.</li><li>• Communicate the organization's budget and spending on AI.</li></ul>

## 4 To provide safeguards and to prevent unintended consequences, we have established a set of Responsible AI Guiding Principles



## 5 Our top initiatives collectively support our business goals and improve the delivery of products and services.



# How we defined our AI strategy

The City of Lewisville leveraged our executive team and IT group to lead the development of this AI strategy. As part of the overall approach, various stakeholders from across the organization were engaged for interviews and a diagnostics assessment of our AI capabilities. Additionally, we engaged a third-party research firm to help facilitate a creation of our AI Strategy. Our stakeholder process involved introducing debate, review, and recommendations throughout the entire planning cycle.

We leveraged Lewisville's 2025 Plan and guiding principles to help inform our AI strategy. We also leveraged the methodology prescribed to ensure a structured and disciplined approach to gather feedback and identify related challenges, risks, and opportunities.

# AI Strategy Approach

1

## Establish an AI Vision and Align AI & Organizational Strategy

Spend time upfront building a unified strategy by aligning organizational strategies with the AI strategies.

2

## Establish Responsible AI Guiding Principles

The use of AI within the organization will follow these responsible AI principles.

3

## Assess Current AI Maturity

Assess current state: discuss with key stakeholders and SMEs and review documentation and current initiatives.

4

## Prioritize Initiatives

Assess if the opportunities align with the business, responsible AI, and guiding principles. Are there sufficient resources to execute?

5

## Define the Next Steps to Build an AI Implementation Roadmap

The plan should provide a vision of how you will deliver the identified AI applications by prioritizing and simplifying the actions required to deliver these new initiatives.

# Key Stakeholders

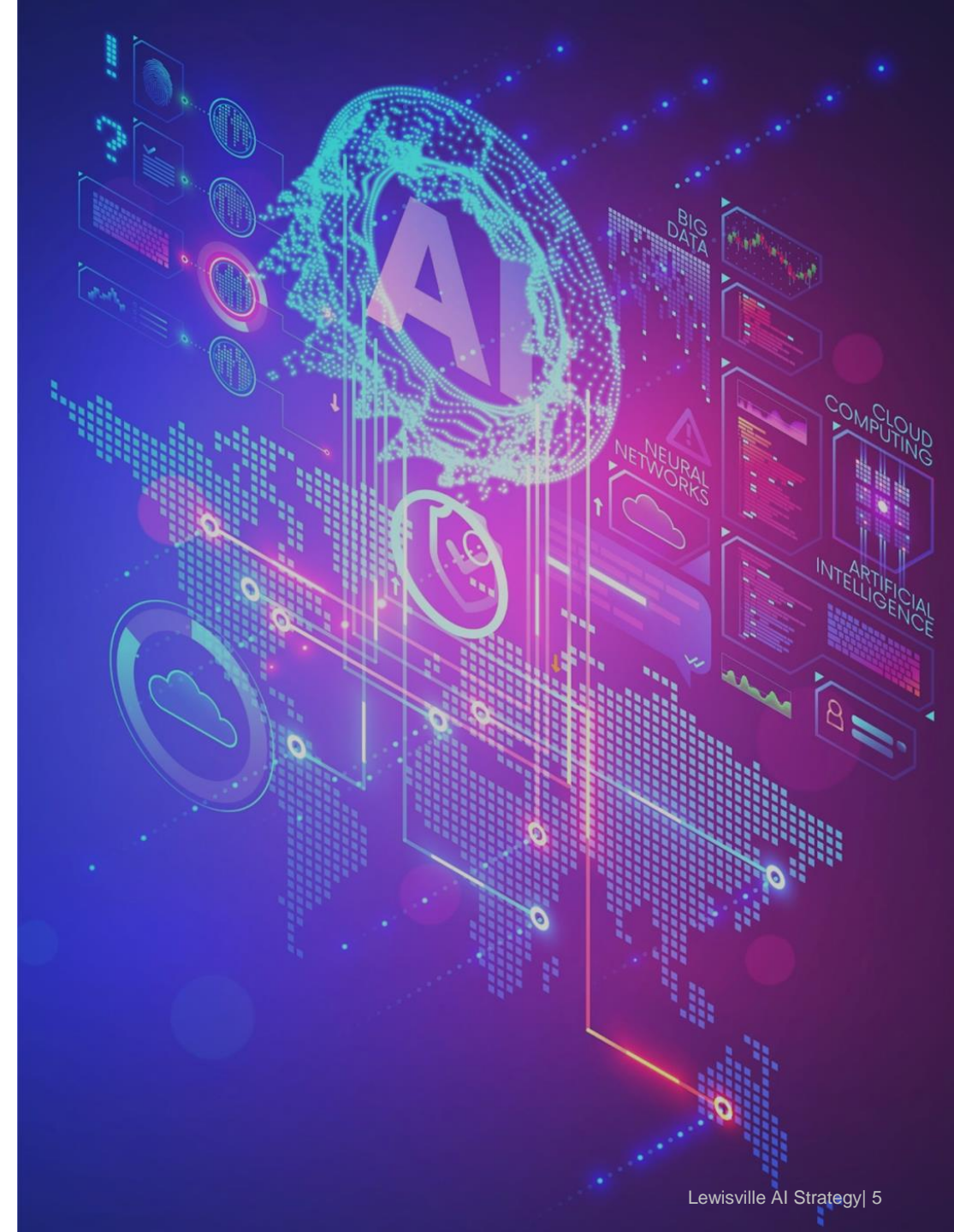
Engagement helps inform AI strategy

## Executive Leaders

- Gina McGrath– Deputy City Manager
- Chris Lee– Chief Information Officer
- Brook Rollins – Police Chief
- James Kunke – Community Relations and Tourism Director
- Thomas Harris – City Secretary
- David Erb – Finance Director
- Tadd Phillips – HR Director

## Others

- Jason Kirkland – Data Intelligence Officer
- David McAlister– Infrastructure Technology Officer
- Nick Martinez– Chief Information Security Officer



# City of Lewisville's AI vision

Our vision for the use of AI at the City of Lewisville is aligned with our overarching IT and organizational mission and vision statements, which inform our guiding principles for the use of AI.

## AI VISION

We'll use AI to work smarter, deliver better services, predict needs from our data, and do so with a commitment to safety, transparency, and fairness.

## AI MISSION

Our mission is to harness the power of artificial intelligence to support staff's drive for efficiency, enhanced service delivery, and an elevated customer experience. We are committed to utilizing AI responsibly, safely, and transparently. Staff will create meaningful and lasting impact for our community by leveraging AI's insights and predictive capabilities.



# Strategic principles for our AI strategy

The following guiding principles define the values that drive our AI strategy in Year 1 and provide the criteria for our 12-month planning horizon.

01

## Align With Business Initiatives

AI initiatives must deliver business value and align with Lewisville's strategic objectives. We will prioritize AI use cases that enable or create business capabilities aligned with the organization's key initiatives.

02

## Integrate With Existing Structures and Processes

AI use cases should not be viewed in isolation. AI initiatives and technology should be integrated into existing business processes and workflows to optimize and streamline them. AI governance should be incorporated into existing governance structures as well.

03

## Buy Over Build

We will prioritize the sourcing of existing market solutions over the in-house building of machine learning models.

04

## Continuous Improvement and Scalability

We will focus on continuous improvement and scalability to ensure AI solutions evolve and grow, adapting to changing business needs.

# Our responsible AI principles

The use of AI within the organization will follow these responsible AI principles.

- **Validity & Reliability**

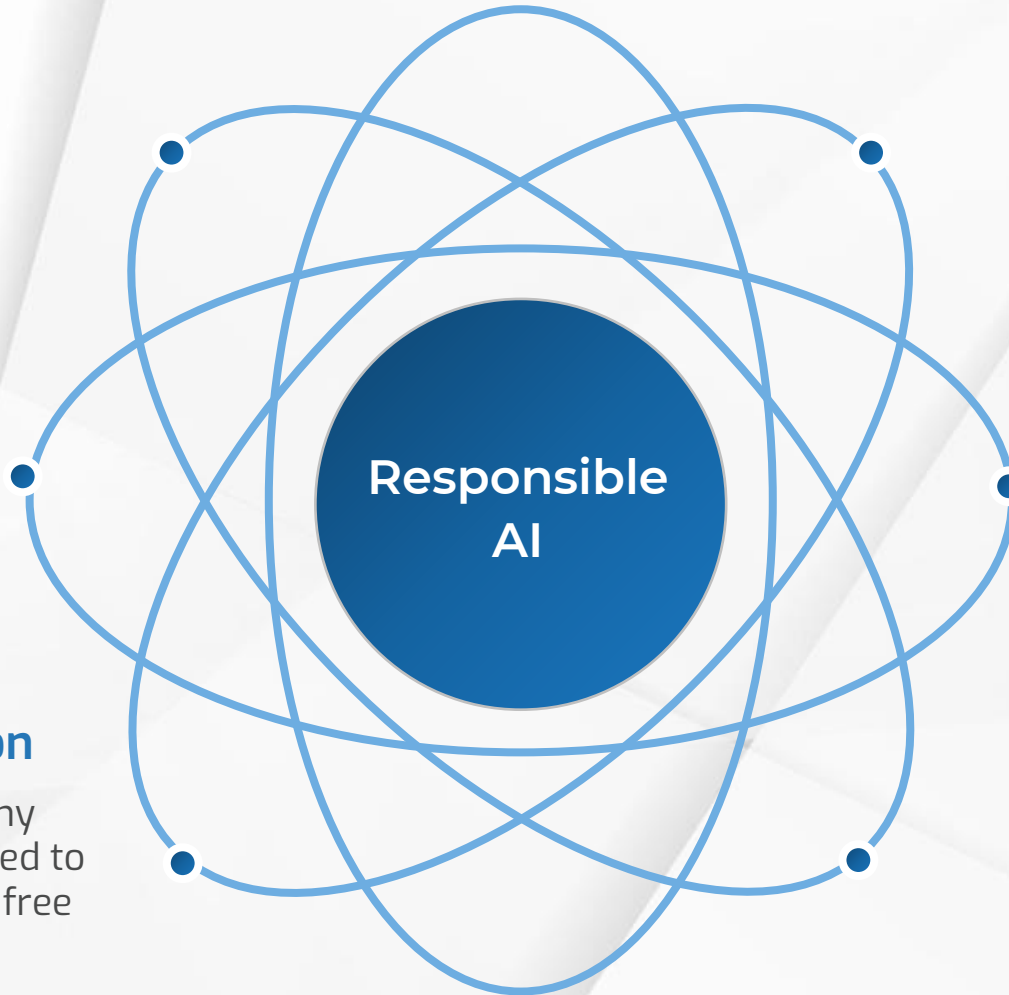
AI systems should perform reliably and as expected.

- **Accountability**

We will identify accountability for the outcomes of AI systems and decisions that are made as a result of the model.

- **Fairness & Bias Detection**

We will endeavor to ensure any models, systems, and data used to make predictions are fair and free from bias.



- **Safety & Security**

AI models and systems should be resilient, secure, and safe throughout their entire lifecycle.

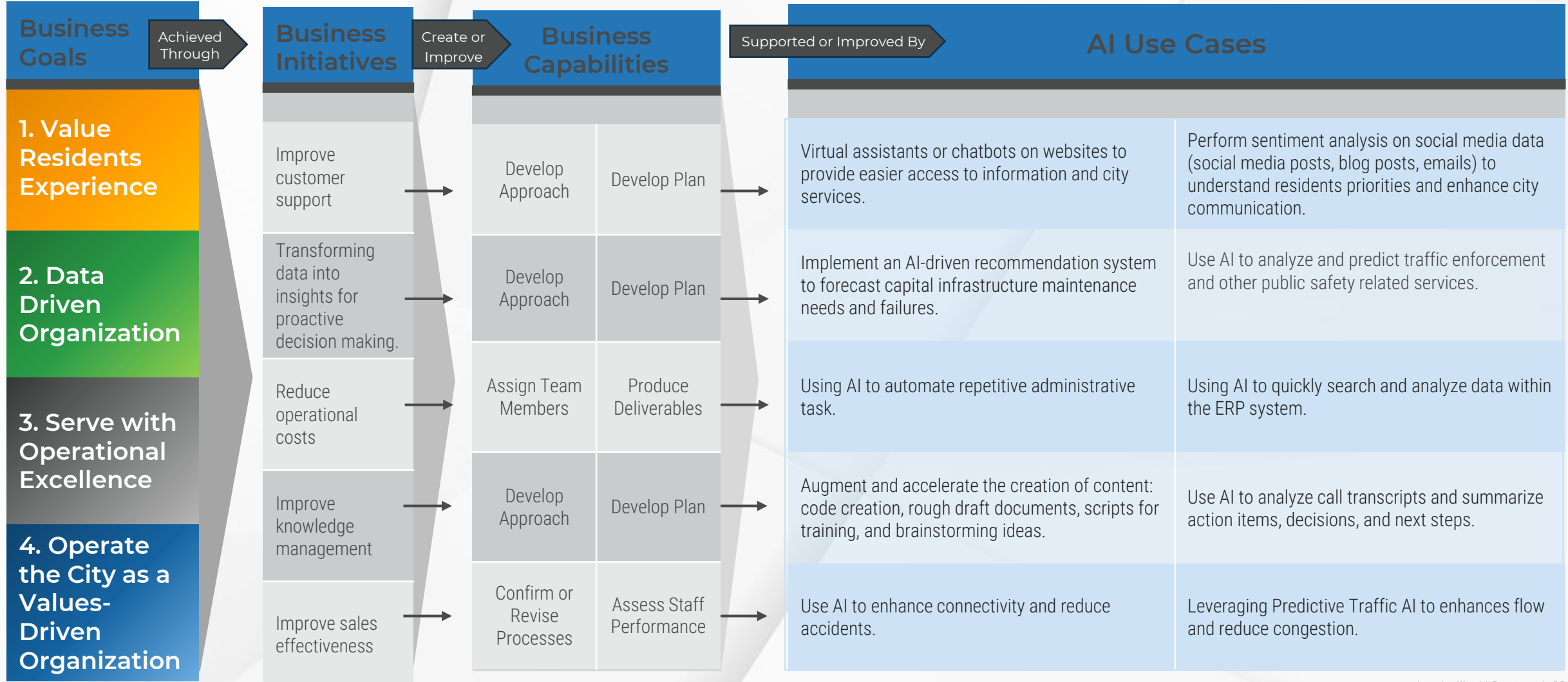
- **Data Privacy**

Privacy values such as anonymity, confidentiality, and control will guide our choices for AI model/system design.

- **Explainability & Transparency**

AI models/systems should provide meaningful information and be transparent and explainable to end users.

# We identified specific AI use cases that will enable Lewisville's strategic initiatives





# We evaluated our ability to support AI projects in five key areas

## AI GOVERNANCE

Our ability to govern AI-related risks and ensure expected value realization from AI.

## DATA MANAGEMENT

Our ability to deliver accessible, high-quality data sets that drive business insights in line with our principles and best practices.

## PEOPLE

The skills, experience, knowledge, and resources required to support governance, data, processes, and technology to support AI capabilities.

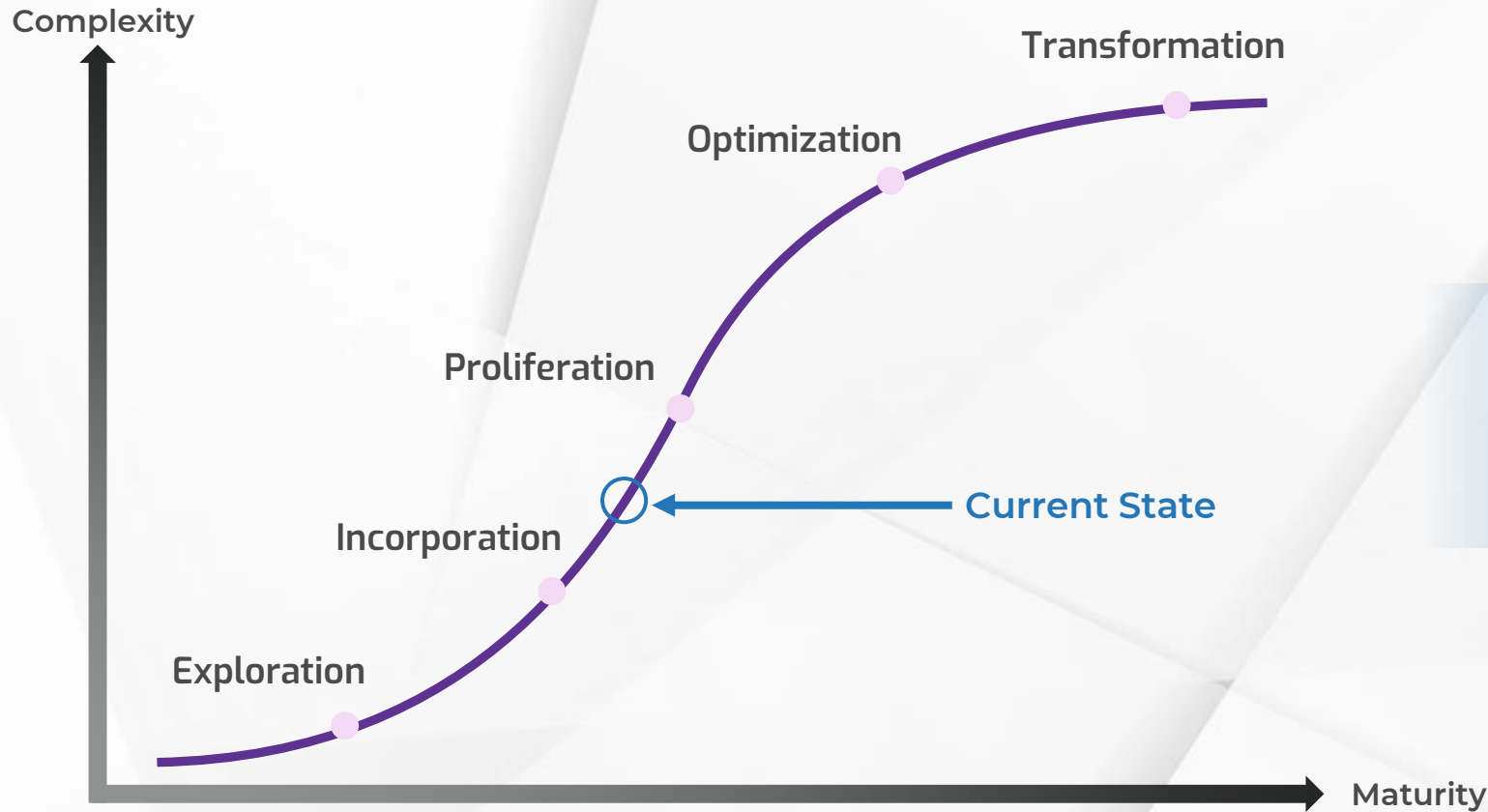
## PROCESS

The processes and resources to design, develop, deliver, and support AI applications.

## TECHNOLOGY

The technology infrastructure required to support AI applications.

# We evaluated our current AI capabilities using Info-Tech's AI Maturity Model



Each of the five key AI domains were assessed using this maturity scale.

## Technology Centric

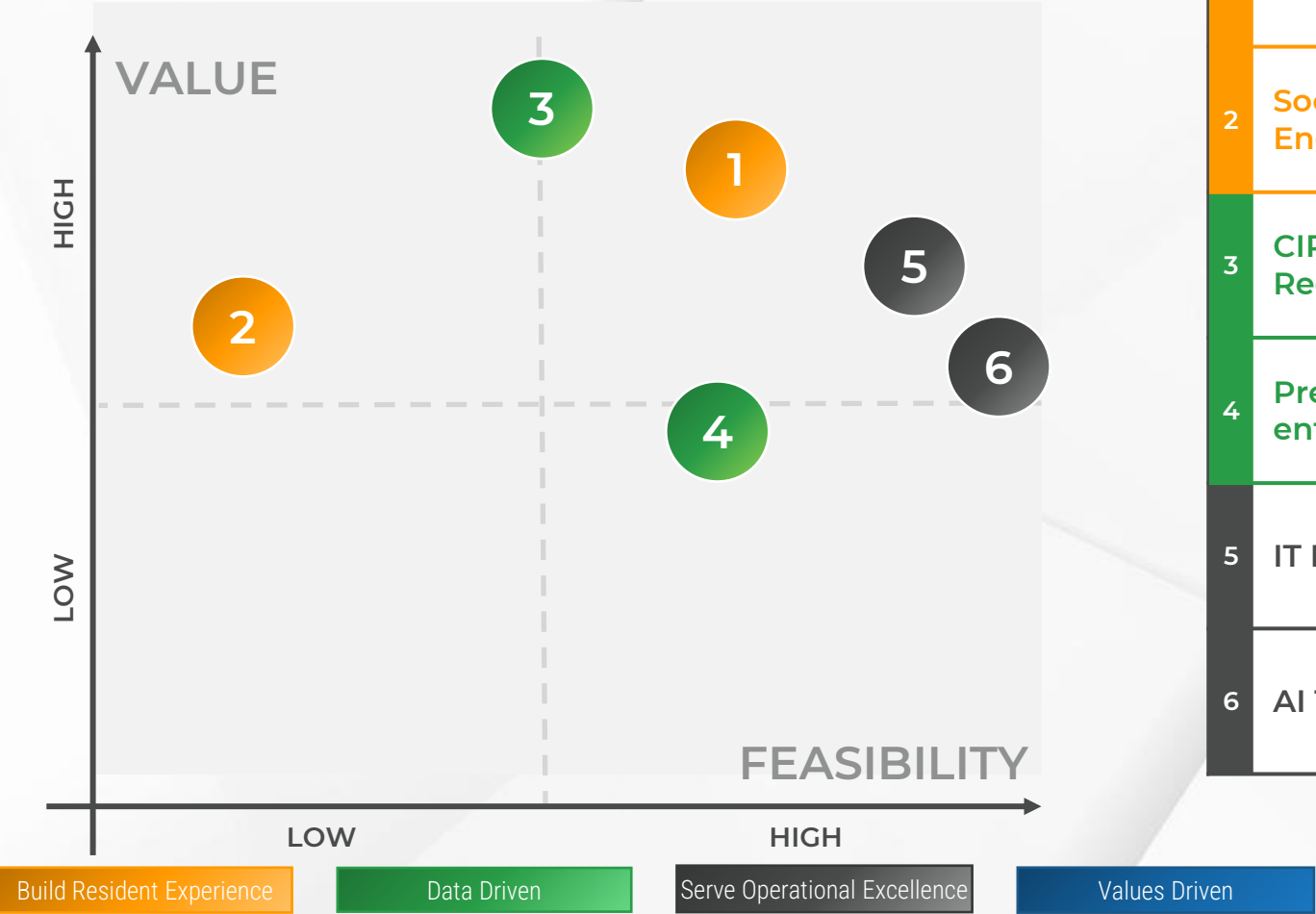
Exploring and piloting AI technologies, starting by addressing the technical challenges of building a functional AI model.

## Principles Based

Principles are adopted to guide model development in a responsible manner to address consumer and government demands.

# Prioritizing AI initiatives

Each AI use case was scored against the predefined value and feasibility criteria to prioritize the initiatives with the highest potential value and feasibility to execute.



	Initiative	Description
1	Customer Support	Use AI to leverage the organizations existing knowledge base to ensure that customers are provided accurate and up-to-date information.
2	Social Media Engagement	Perform sentiment analysis on social media data (social media posts, blog posts, emails) to understand residents priorities and enhance city communication.
3	CIP Recommendations	Implement an AI-driven recommendation system to forecast capital infrastructure maintenance needs and failures.
4	Predictive enforcement	Use AI to analyze and predict traffic enforcement and other public safety related services.
5	IT Development	Use AI to assist in code creation and review.
6	AI Transcripts	Use AI to analyze call transcripts and summarize action items, decisions, and next steps

# Generative AI Guidelines

## Permitted Uses

**Summarization:** Use generative AI to summarize large documents or reports.

**Drafting:** Generate initial drafts of routine communications, presentations, or reports.

**Brainstorming:** Utilize AI tools to generate ideas and explore creative solutions.

**Research:** Employ AI to gather information and insights from various sources.

**Code Generation:** Use AI to assist with basic code generation or debugging tasks.

## Prohibited Uses

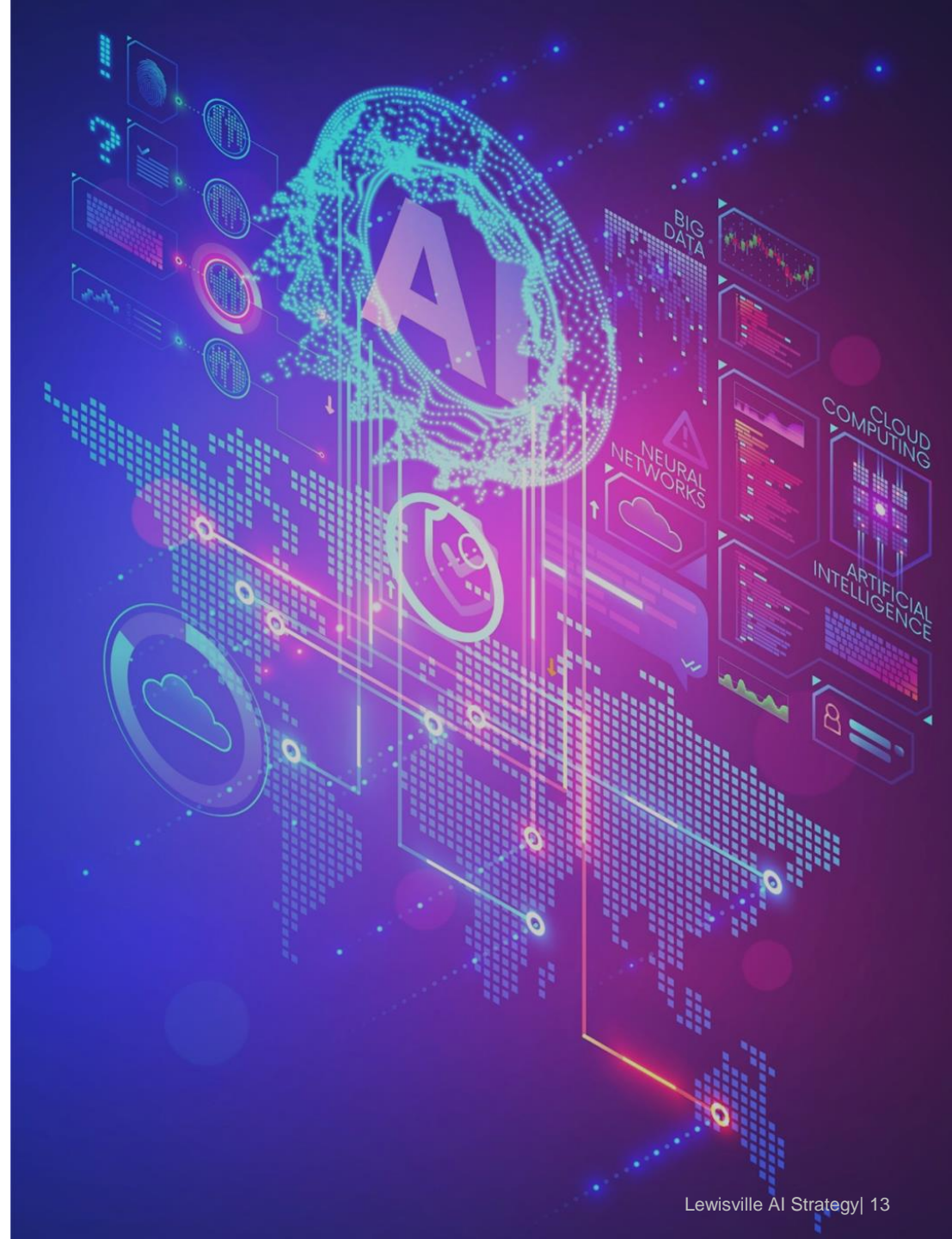
Creating official documents or communications without thorough review and required approvals.

Sharing confidential, protected or sensitive information with AI tools.

Using AI to make decisions that impact individuals' rights or benefits.

Relying solely on AI-generated content for critical analysis or decision-making.

Using AI to impersonate individuals or misrepresent information.









# Strategic vendors and partnerships

We will leverage existing vendor relationships wherever possible to support our AI strategy.

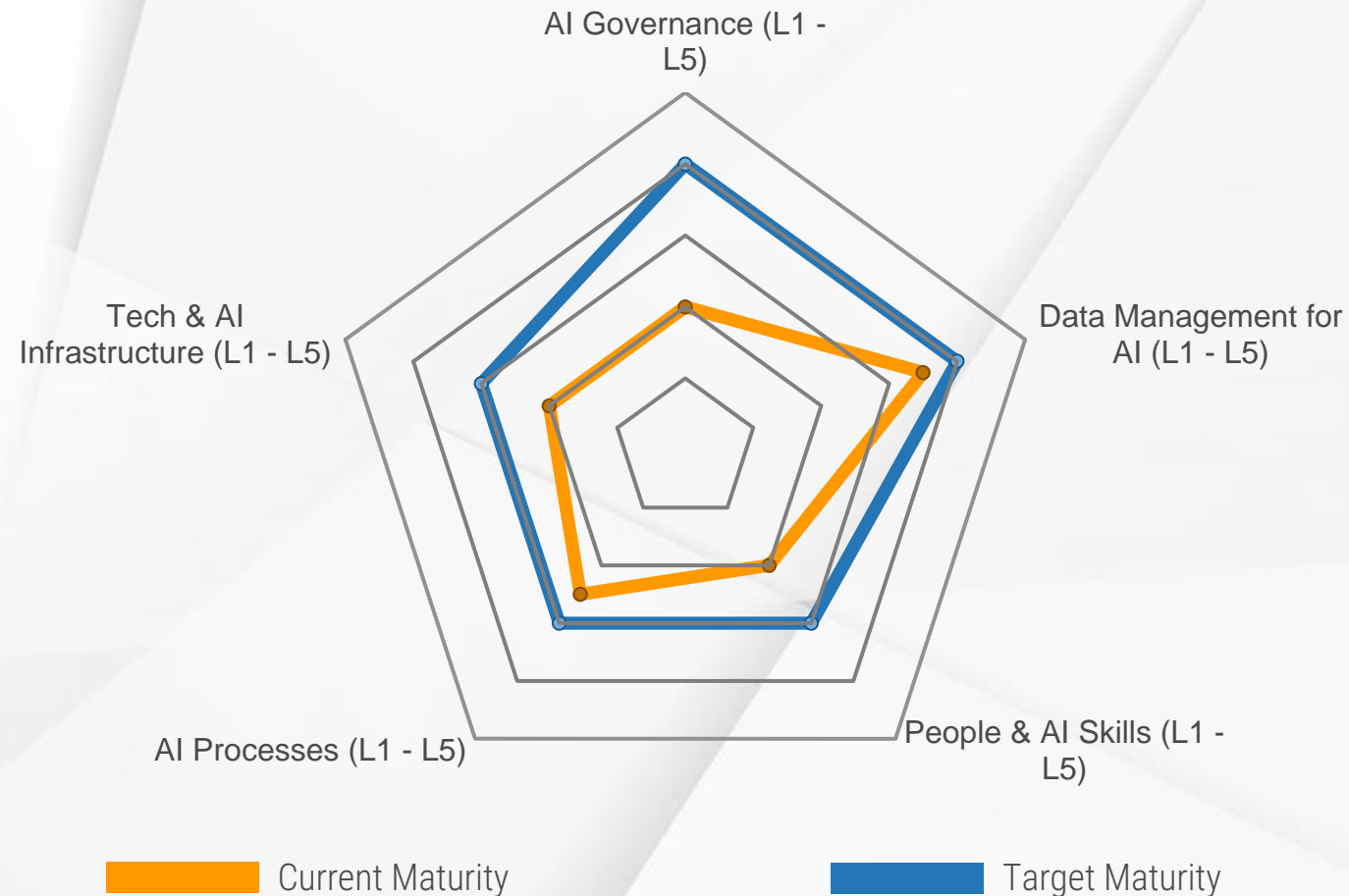
In keeping with our guiding principles, we will focus on using off-the-shelf AI models and solutions rather than building our own. This approach will lower costs, decrease time to delivery, and reduce investment risks. We will also rely on our current vendor relationships to support our AI initiatives to the extent that they have the necessary capabilities to do so.

The core vendors and use cases we will leverage to support our AI strategy initiatives are highlighted on the right.

Vendor	Primary Uses
 Microsoft	Office productivity
 	Web and content management
 	Billing and CRM
	Meeting and recordings and analysis

# Our most significant gaps are in AI governance, AI infrastructure, and skills

Current state was identified through discussions with key stakeholders and SMEs and reviews of documentation and current initiatives. Our target state was determined based on our assessed need in each area to support business goals.





# We identified gaps in foundational AI capabilities to support our strategic initiatives

## GAP ANALYSIS

### Current State (Year 0)

#### Level 2: Incorporation

- Defined role and scope for AI governance.
- We have initiated pilot projects to gain practical experience and insights into AI applications.
- We have only deployed a few AI applications at scale.
- We're focused on learning from the outcomes of pilot projects.

#### AI Governance

We need to create and adopt a Generative AI policy for the organization.

#### Data Management Operations

We need to strengthen existing capabilities around data integration, management, cleansing, and preparation for analysis.

#### People & Skills

We need to augment our AI skills by either training our staff or acquiring the skills necessary for successful implementations.

#### Technology Infrastructure

We need to provide a platform to support and optimize performance for the AI application.

### Target State (Year 1)

#### Level 3: Proliferation

- We will use tools to automate and validate compliance with policies, principles, and standards.
- We will support implementation of AI applications at scale.
- We will move beyond the experimental stage and operationalize AI systems in specific business functions.
- AI systems will be integrated with business processes and workflows.



Questions



## **MONDAY JAN 6 COUNCIL AGENDA ITEM 12**

---

Consideration of an Alternative Standard Related to Architectural Standards of the I-35E Corridor Overlay District Standards; on 6.7970 Acres, Located at 420 Oakbend Drive, Legally Described as Lot 1A, Block B, Vista Ridge Village Addition; Zoned Light Industrial (LI), as Requested by Diego Perez-Garcia, of Westwood Professional Services, on Behalf of the Owner, CH Realty X-GAP I DFW Oakbend LP (24-11-16-AltStd)

## SECTION VI.8.1. - IH-35E CORRIDOR OVERLAY DISTRICT

---

**Purpose:** This Corridor District is intended to implement the IH-35E Corridor Redevelopment Plan adopted in November 2014 by the City Council. The purpose of the Corridor District is to guide new development and redevelopment along the IH-35E corridor by establishing enhanced standards that increase the quality of development and encourage sustainable design while still maintaining the health, safety, and welfare of the public. The design regulations included in this overlay district provide property owners and developers with a clear set of standards that will instruct site planning, architecture, landscaping, streetscapes, and other elements to create a consistent character of development throughout the IH-35E corridor.

**VI.8.1.C.3 Architectural Standards:** These standards apply to the exterior architectural treatments within the transition sub-districts. Exterior architectural treatments include building articulations, facade composition, exterior materials and colors, windows and doors, and awnings and canopies. *These standards are intended to elevate the visual appeal of the corridor district through a common set of minimum building design standards (emphasis mine).*

**Common Language:** Facades visible from any public street/private vehicular route shall provide...

# FULL LIST OF VARIANCES

---

**Standard: 12-foot walkway in front of building**

- Request: 8-foot walkway in front of building
- Reason: Lack of room for trucks to maneuver
- Variance Amount: 33%

**Standard: 5% of development area needs to be open space which in this case is 14,810 square feet**

- Request: 11,055 square feet of open space
- Reason: Limited available space
- Variance: 25%

**Standard: All facades with primary entrances have a covering which extends beyond the face over adjacent walkways a minimum of 50% of the building's applicable faced width**

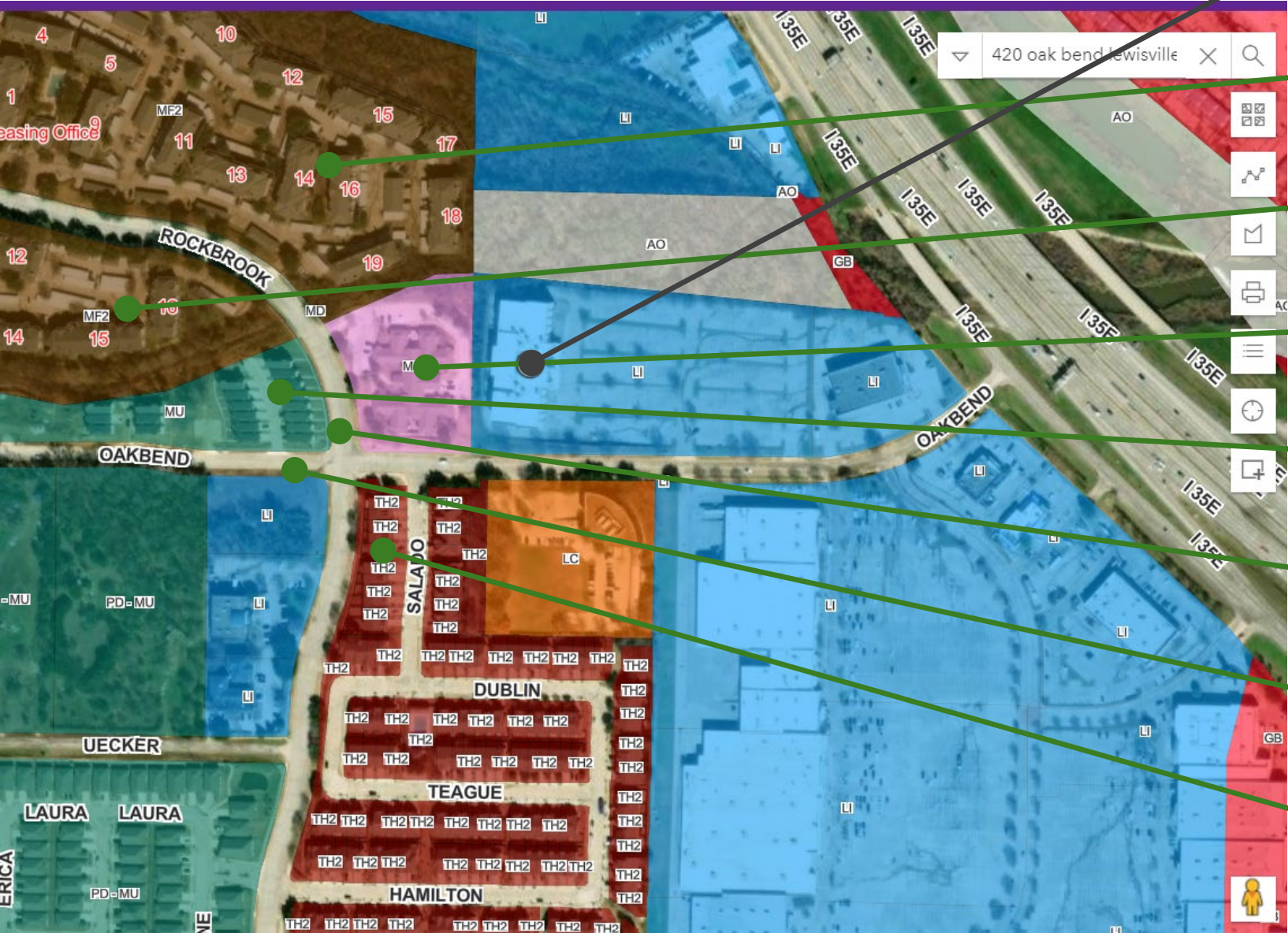
- Request: Building 1 provides 47.5% coverage
- Reason: Maintain aesthetics between buildings
- Variance: 5%

**Standard: Percentage of façade brick and stone, in this case amounts to 22,033 square feet**

- Request: 37% of required square footage or (8,152 square feet)
- Reason: Aesthetics
- Variance: 63%



# WHO SEES BACK FACADE



Movies 8

Edgewood Village

Rockbrook Apartments

Rockbrook Memory Care Residents

Townhomes

Rockbrook Vehicles and Pedestrians

Oakbend Vehicles and Pedestrians

Townhomes



# VIEW FROM OAKBEND



Movies 8

Rockbrook Memory  
Care Residents

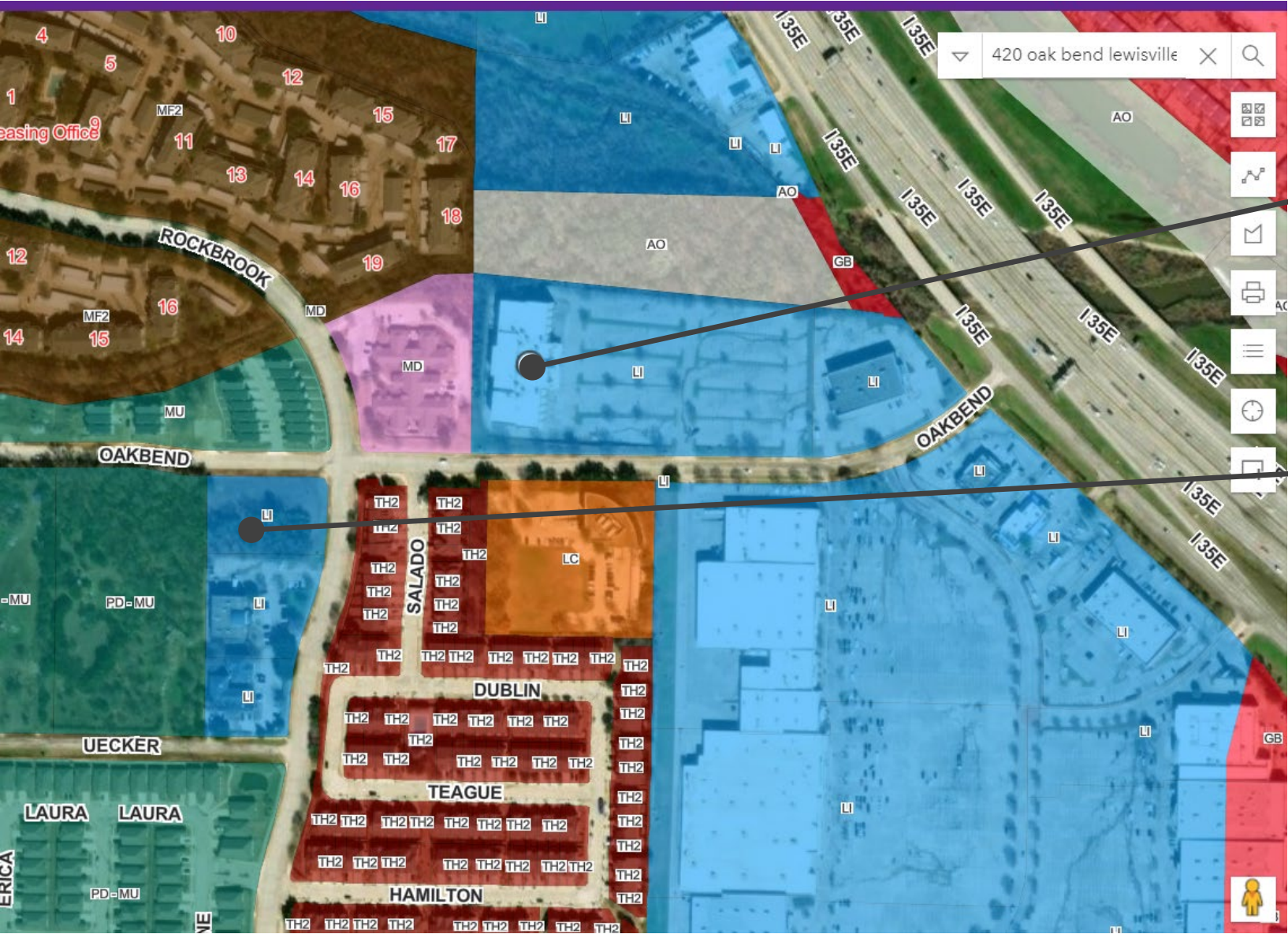


## Dollar Tree





# LI FOR SALE



Movies 8

LI For Sale