

# LEWISVILLE CITY COUNCIL

## REGULAR SESSION

September 15, 2025

6:30 P.M.

### **Present:**

TJ Gilmore, Mayor

### **Council Members:**

Ronni Cade, Mayor Pro Tem  
Bob Troyer, Deputy Mayor Pro Tem  
William Meridith  
Lonnie Tipton  
Kristin Green  
Patrick Kelly

### **City Staff:**

Claire Powell, City Manager – absent  
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-Ippolito, 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 6:30 p.m. on Monday, September 15, 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 Attorney Lizbeth Plaster answered a question regarding Item No. F-6. Budget Manager Ashley Carlisle answered a question regarding G-8

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**Potential Revisions to Council's Policy on  
Speaker Protocol**

**(Agenda Item B)**

At the request of Mayor Gilmore, City Secretary Jennifer Malone-Ippolito gave a presentation regarding potential revisions to Council's policy on speaker protocol and received questions and comments from City Council and City staff.

**Closed Session**

**(Agenda Item J)**

Mayor Gilmore RECESSED for Closed Session at 6:48 p.m.

*In Accordance with Texas Government Code, Subchapter D, Section 551.071 (Consultation with Attorney)*

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

**(Agenda Item K)**

Mayor Gilmore RECONVENED Workshop Session at 6:53 p.m.

There was no action on items discussed in Closed Session.

**Potential Revisions to Council's Policy on  
Speaker Protocol**

**(Agenda Item B)**

Mayor Gilmore RECESSED Workshop Session at 6:59 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, September 15, 2025.

**Invocation**

**(Agenda Item A)**

At the request of Mayor Gilmore, Deputy Mayor Pro Tem Bob Troyer gave the invocation.

**Pledge to the American and Texas Flags**

**(Agenda Item B)**

At the request of Mayor Gilmore, Councilmember William Meridith gave the pledge to the United States and Texas flags.

Mayor Gilmore RECESSED Regular Session at 7:02 p.m.

**Return to Workshop Session if Necessary**

**(Agenda Item I)**

Mayor Gilmore RECONVENED Workshop Session at 7:02 p.m.

**Potential Revisions to Council's Policy on  
Speaker Protocol**

**(Agenda Item B)**

City Secretary Jennifer Malone-Ippolito continued the presentation on potential revisions to Council's policy on speaker protocol and received questions and comments from City Council and City staff.

- Regarding the allowable speaker time for public hearings, the majority of the council members were in favor of allowing ten minutes for the applicant, with five minutes for rebuttal, and five minutes for all other speakers. One council member expressed interest in allowing ten minutes for all speakers with five minutes for rebuttal.
- Regarding the allowable speaker time for Visitors Forum, there was a consensus of the city council members to allow three minutes per speaker.
- Regarding the allowable speaker time for Regular Hearing items, there was a consensus of the city council members to allow three minutes per speaker.
- Regarding the adjustment of time for speakers using a translator, there was a consensus of the city council members to continue to allow this.
- There was interest among the council members to add an incentive to double the allotted time when a group of five or more chooses a spokesperson.
- There was interest among the council members to add a provision to allow the presiding officer to also extend the allotted time for a speaker and there was discussion about methods for extending the time.
- Regarding the addition of language for rules of decorum, there was a consensus of the council members to add the language as presented.
- There was discussion regarding the use of the audio visual system by speakers. The direction was to provide clarity on what other cities that allow this use have encountered.
- Regarding the requirement for the speaker to state their name and address for the record, there was a consensus of the council members to require the speaker to state their name and city for the record.

**REGULAR SESSION**

**Proclamation Declaring September 28, 2025  
as National Good Neighbor Day.**

**(Agenda Item C-1)**

Mayor Gilmore presented the proclamation to Neighborhood Services Grants Specialist Bryan McBreen. Mr. McBreen spoke regarding the proclamation.

**PUBLIC HEARING**

**Public Hearing: Consideration of Ordinance No. 0796-25-ORD, an Ordinance of the City Council of the City of Lewisville, Texas, Establishing the Tax Rate and Tax Levy For The City Of Lewisville, Texas For The Year 2025-2026, Upon All Taxable Property In Said City In Conformity With The Laws Of The State Of Texas, And The Charter Provisions And All Ordinances Of Said City; Providing A Repealer; Providing For Severability; And Providing For An Effective Date.**

**(Agenda Item D-1)**

In accordance with state law, a public hearing is being held on the proposed tax rate for the 2025 tax year. Section 26.05(d) of the Texas Property Tax Code requires a governing body to hold a public hearing to adopt a tax rate for the current tax year if the proposed rate exceeds the lower of the voter-approval or no-new-revenue rate. The proposed tax rate was recommended by City Council at the budget workshop held on August 9, 2025. The total tax rate proposed for FY 2025-2026 is \$0.419009. This is a decrease of \$0.003426 from the prior year rate of \$0.422435. The proposed tax rate exceeds the no-new-revenue rate of \$0.409667 by 2.3 percent but does not exceed the voter-approval rate of \$0.419009. Since the proposed rate exceeds the no-new-revenue rate, specific language is required by ordinance. The vote on this ordinance must be a record vote and approved by at least 60 percent of the members of the governing body. For the City of Lewisville, this would equal at least five voting members. The motion to adopt the ordinance must be made using specific language as found in the recommendation below.

The City staff's recommendation was that the City Council approve the proposed ordinance adopting the FY 2025-2026 tax rate with the following motion: "I move that the property tax rate be increased by the adoption of a tax rate of \$0.419009, which is effectively a 2.3 percent increase in the tax rate."

Mayor Gilmore opened the public hearing at 7:49 p.m.

Sergio Moyado, 1202 Palisades Drive, Lewisville, TX, was called to speak and spoke in opposition.

**MOTION:** Upon a motion made by Councilmember Tipton and seconded by Councilmember Green, 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 7:53 p.m.

**MOTION:** Upon a motion made by Deputy Mayor Pro Tem Troyer and seconded by Councilmember Green, the Council voted six (6) “ayes” and no (0) “nays” to approve **Ordinance No. 0796-25-ORD**, the ordinance adopting the FY 2025-2026 tax rate as set forth in the caption with the following motion: “I move that the property tax rate be increased by the adoption of a tax rate of \$0.419009, which is effectively a 2.3 percent increase in the tax rate.”. The motion carried.

**Public Hearing: Consideration of Ordinance No. 0797-25-ORD, An Ordinance Of The Lewisville City Council Amending The Fee Schedule Of The City Of Lewisville By Amending Fees Related To Community Engagement, Engineering, Finance, Fire, Library, Municipal Court, Neighborhood And Inspection Services, Parks And Recreation, And Planning; Authorizing Existing Fees; Providing For A Repealer, Severability, And An Effective Date.**

**(Agenda Item D-2))**

A public hearing on the FY 2025 26 fee schedule is being held to provide an opportunity for public comment. As part of the annual budget process, changes to the fee schedule based on an analysis of current charges as compared to cost recovery goals and/or comparison to surrounding entities is conducted. Resulting modifications are proposed by the departments. Actual fee schedule information is located on the City’s website within the Finance section. This repository is maintained by the City Manager’s Office. Proposed updates in this year’s fee schedule include changes to Community Engagement, Engineering, Finance, Fire, Library, Municipal Court, Neighborhood and Inspection Services, Parks and Recreation, and Planning.

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

Mayor Gilmore opened the public hearing at 7:57 p.m.

**MOTION:** Upon a motion made by Councilmember Kelly and seconded by Councilmember Tipton, 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 7:58 p.m.

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**MOTION:** Upon a motion made by Councilmember Kelly and seconded by Councilmember Green, the Council voted six (6) “ayes” and no (0) “nays” to approve **Ordinance No. 0797-25-ORD** as set forth in the caption. The motion carried.

**Visitors Forum**

**(Agenda Item E)**

Brent Kuykendall, 1702 Pebble Beach Drive, Lewisville, Texas, was called to speak and spoke regarding the citywide prayer rally scheduled for October 4, 2025.

**CONSENT AGENDA**

**(Agenda Item F)**

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

3. APPROVAL OF MINUTES: City Council Minutes of the August 9, 2025, Joint Meeting of Lewisville City Council, Crime Control and Prevention District Board and Fire Control, Prevention and Emergency Medical Services District Board, Called Special Budget Meeting.
4. Approval of the Fire Protection and Emergency Ambulance Services Interlocal Cooperation Agreement for Fiscal Years 2026 and 2027 Between Denton County and the City of Lewisville; and Authorization for the City Manager, or Her Designee, to Execute the Agreement.
5. Approval of a Bid Award for the Official City of Lewisville Newspaper to the Denton Media Company; Authorization for the City Manager, or Her Designee, to Execute the Award; and Approval of a Resolution Designating the Denton Record Chronicle as the City’s Official Newspaper.
6. Approval of **Resolution No. 0798-25-RES**, of a Resolution Authorizing Participation with the State of Texas, Through the Office of the Attorney General, in the Alvogen, Inc., Apotex Corp., Amneal Pharmaceuticals LLC, Kima Pharmaceuticals USA Inc., Indivior Inc., Viatris Inc. (“Mylan”), Sun Pharmaceutical Industries, Inc., and Zydus Pharmaceuticals (USA) Inc. Opioid Settlements, and Approving the Secondary Manufacturers’ Combined Subdivision Participation and Release Form Regarding the Same; Authorizing the City Manager or Her Designee to Execute All Necessary Documents in Connection with the Above on Behalf of the City; and Providing an Effective Date.

The motion carried.

**Consideration of an Alternative Standard to the IH-35E Corridor Overlay District Standard Associated With Building Orientation; Located on 1.94 Acres at the Northwest Corner of IH-35E and FM 407; Legally Described as Blake C Bowen Addition, Block A, Lot 2B; Zoned Light Industrial (LI), as Requested by Daniel Stewart, of Development Engineering Consultants LLC, on Behalf of the Property Owner, Lewisville 407 & 35 P/S (25-07-10-AltStd).**

**(Agenda Item G-7)**

Chipotle is seeking one alternative standard to modify the building orientation required by Section VI.8.1.B.2.a of the Unified Development Code, which requires the longer side of the building to be parallel to FM 407. The modified orientation will facilitate the construction of a new Chipotle with a drive thru and the preservation of space for one additional lot for development at the hard corner of FM 407 and IH 35E. The Planning and Zoning Commission recommended unanimous approval (6-0) on September 2, 2025.

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 to answer questions posed by the City Council.

**MOTION:** Upon a motion made by Councilmember Kelly and seconded by Councilmember Tipton, the Council voted six (6) "ayes" and no (0) "nays" to approve the alternative standard as set forth in the caption above. The motion carried.

**Consideration of Ordinance No. 0799-25-ORD, an Ordinance of the City Council of the City of Lewisville, Texas, Amending the Previously Adopted and Approved Budget Ordinance for the Fiscal Year October 1, 2024 to September 30, 2025; By Providing Supplemental Appropriations to Various Funds; and Providing an Effective Date.**

**(Agenda Item G-8)**

The purpose of this ordinance is to amend the FY 2024 25 adopted budget to include all supplements and changes approved by City Council throughout the fiscal year. Appropriations include the routine supplements completed each year for prior year encumbrances (purchase orders) that overlap into the next fiscal year, items presented in the mid-year report in May, other

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individual items as requested throughout the year, and appropriations that correct year end balances.

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

**MOTION:** Upon a motion made by Councilmember Meridith and seconded by Councilmember Kelly, the Council voted six (6) "ayes" and no (0) "nays" to approve **Ordinance No. 0799-25-ORD** as set forth in the caption. The motion carried.

**Reports**

**(Agenda Item H)**

- Councilmember Meridith reported on upcoming Lewisville Library activities.
- Deputy Mayor Pro Tem Troyer reported on upcoming events at the Lewisville Grand Theater.
- Councilmember Kelly invited everyone to the 2035 event on September 18, 2025.
- Councilmember Tipton reported that West Side Baptist Church is having a barbecue on September 28, 2025 at 9:45 a.m., which will also feature university marching bands.
- Mayor Pro Tem Cade reminded everyone of the upcoming Western Days event.
- Mayor Gilmore thanked everyone who has been working on Western Days.

**Closed Session**

**(Agenda Item J)**

Mayor Gilmore RECESSED for Closed Session at 6:48 p.m.

*In Accordance with Texas Government Code, Subchapter D, Section 551.071 (Consultation with Attorney)*

Mayor Gilmore RECESSED for Closed Session at 8:15 p.m.

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

1. *Section 551.072 (Real Estate): Property Acquisition*
2. *Section 551.074 (Personnel):*
  - (a) *City Secretary Jennifer Malone-Ippolito*
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 Workshop Session at 6:53 p.m.

There was no action on items discussed in Closed Session.

Mayor Gilmore RECONVENED Regular Session at 9:25 p.m.

There was no action on items discussed in Closed Session.

**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 9:25 p.m. on Monday, September 15, 2025.

These minutes approved by the Lewisville City Council on the 20<sup>th</sup> of October, 2025.

APPROVED

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TJ Gilmore  
MAYOR

ATTEST:

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Jennifer Malone-Ippolito  
CITY SECRETARY



# **City Council Meeting Speaker Protocol**

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September 15, 2025

# Why we need an adopted Speaker Protocol?



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Council Policy Adopted in 2019.

Goals:

Provide standardized and predictable rules of engagement so speakers, staff, and council know what processes are

Balance transparency and open government with efficiency

Provide the presiding officer with the flexibility needed to effectively run a meeting when scenarios present themselves that are not anticipated

Provide opportunities to hear from the public, provide due process, respect first amendment rights, all while maintaining order

# Current Procedures (Time Limits)

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- **PUBLIC HEARINGS:** The initial time the proponents are allowed to speak is 10 minutes, with an initial 5 minutes for rebuttal and the total length of time for each person to speak in opposition to the issue is 10 minutes.
- **VISITORS FORUM:** Speakers are allowed 5 minutes each.
- **ALL OTHER ITEMS:** Silent, but by practice Council has given 5 minutes each.

\*Noted conflict – speaker card states each speaker has 10 minutes to speak.

# Current Procedures (Time Limits)

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- Speakers using a translator are given twice the amount of time as a speaker who does not require the assistance of a translator.
- If there are a number of speakers on an item, the presiding officer may equally reduce the amount of time each speaker is allowed to address the City Council on that item.
- If a speaker's comments are longer than the established time limits, one may file written remarks or supporting information with the City Secretary. The City Secretary will make the information available to the Council and City Manager, if requested.

# Current Procedures (Other)

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- A person wishing to address the Council fills out a speaker card. To eliminate repetitive or redundant comments, special interest groups are asked to select a spokesperson (not required).
- The speaker is asked to approach the speaker podium and state his/her name and address for the record.
- A person who wishes to address the Council concerning an agenda item, including a public hearing, will be permitted to speak before or during the Council's consideration of the item.
- Anyone other than the City Council or city staff requesting to have any item(s) removed from the Consent Agenda for individual consideration must make that request by filling out a Speaker's Card. The card is to be presented to the City Secretary. When the Consent Agenda is before the Council for consideration, the individual requesting items to be removed will be recognized.

# Enforcement

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The Chief of Police, or his designee, shall act as sergeant-at-arms for the City Council and shall furnish whatever assistance is needed to enforce the rules of decorum herein established. In case the presiding officer shall fail to act, any member of the Council may move to require enforcement of the rules, and the affirmative vote of the majority of the Council shall require enforcement by the sergeant-at-arms.



# **Speaking Time: Public Hearing, Visitors Forum and Regular Hearing Items**

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# Public Hearing

**CURRENT LEWISVILLE PROTOCOL:** The initial time the proponents are allowed to speak is 10 minutes, with an initial 5 minutes for rebuttal and the total length of time for each person to speak in opposition to the issue is 10 minutes.

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- Seven survey cities allow 3 minutes per speaker including: Allen, Dallas, Flower Mound, Fort Worth, Grand Prairie, Irving and McKinney.
- Four survey cities allow 5 minutes per speaker including: Coppell, Frisco, Grand Prairie and Richardson.
- The City of Arlington allows 5 minutes for applicants and 3 minutes for speakers.
- The cities of Mesquite and Garland allow 10 minutes for applicants and 3 minutes for speakers.
- The City of Denton allows 10 minutes for applicants and 4 minutes for speakers.
- The City of Plano allows 15 minutes for applicants and 5 minutes for speakers.
- The City of Carrollton allows 20 minutes for applicants and 5 minutes for speakers.

# Staff Recommendation

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- To allow 10 minutes for applicants on Public Hearing items
- To allow 5 minutes for all other speakers on Public Hearing items
- To allow 5 minutes for applicant rebuttal on Public Hearing items

# Visitors Forum

**CURRENT LEWISVILLE PROTOCOL:** Speakers are allowed 5 minutes each.

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- The City of Arlington allows 2 minutes per speaker, and the City of Carrollton allows between 2-5 minutes per speaker.
- Eleven survey cities allow 3 minutes per speaker including: Allen, Coppell, Dallas, Flower Mound, Fort Worth, Garland, Grapevine, Irving, Mesquite, McKinney and Plano.
- The City of Denton allows 4 minutes per speaker.
- The cities of Frisco, Grand Prairie and Richardson allow 5 minutes per speaker.

# Staff Recommendation

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- To allow 3 minutes for speakers during Visitors Forum

# Regular Hearing

**CURRENT LEWISVILLE PRACTICE:** Speakers are allowed 5 minutes each.

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- The City of Arlington allows 2 minutes per speaker, and the City of Carrollton allows 2-5 minutes.
- Eleven survey cities allow 3 minutes per speaker including: Allen, Coppell, Dallas, Denton, Flower Mound, Fort Worth, Garland, Grapevine, Irving, Mesquite and McKinney.
- The cities of Frisco, Grand Prairie and Richardson allow 5 minutes per speaker.
- The allowable speaker time for the City of Plano varies depending on the number of speakers.

# Staff Recommendation

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- To allow 3 minutes for speakers for Regular Hearing items



# **Other Issues**

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# Adjustment of Times

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**LEWISVILLE PROTOCOL:** Speakers using a translator are given twice the amount of time as a speaker who does not require the assistance of a translator. If there are a large number of speakers on an item, the presiding officer may equally reduce the amount of time each speaker is allowed to address the City Council on that item.

- The presiding officer has discretion to reduce *or extend* the time limits in the following ten survey cities: Carrollton, Coppell, Denton, Flower Mound, Fort Worth, Grapevine, Grand Prairie, McKinney, Plano and Richardson. Some cities reduce or extend the time limits based on the number of speakers or the length of the agenda.
- Some of the survey cities allow additional time for speakers using a translator.
- Two survey cities extend the speaker time if one person speaks on behalf of a group:
  - The City of Fort Worth extends the speaker time for public hearings and regular hearings from 3 minutes to 6 minutes for groups of ten or more.
  - The City of Denton extends the speaker time for public hearings from 4 minutes to up to 10 minutes for groups of four or more.

# Staff Recommendation

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- Maintain the additional allotted time when using a translator
- Allow the presiding officer to also *extend* the time limit if the item has additional complexities
- As an incentive to streamline comments, add a provision to double the allotted time when groups of five or more choose a spokesperson to deliver the comments for visitors forum, public hearings and regular hearings

# Rules of Decorum

**LEWISVILLE PRACTICE:** The Mayor reads the Visitors Forum rules of decorum, but these are not listed anywhere in the policy.

**Staff Recommendation:** Add the following language to the policy but delete the time because it is addressed elsewhere in the policy.

- Speakers must address their comments to the Mayor rather than to individual Council members or staff. Speakers should speak clearly and state their name and address prior to beginning their remarks. ~~Speakers will be allowed 5 minutes for testimony.~~ Speakers making personal, impertinent, profane or slanderous remarks may be removed from the meeting. Unauthorized remarks from the audience, stamping of feet, whistles, yells, clapping, and similar demonstrations will not be permitted. In accordance with the Texas Open Meetings Act, the City Council is restricted from discussing or taking action on items not listed on the agenda. Action can only be taken at a future meeting.

# Use of the AV System for Speaker Presentations

**LEWISVILLE PRACTICE:** We allow applicants the ability to use the audio-visual system for Speaker Presentations. We require advanced submittal to be able to do a cybersecurity check and to ensure it runs on our system during staff's day-of run-through. We require all other speakers to provide hard copies of presentations.

- Seven survey cities do not allow use of their audio-visual system including: Arlington, Carrollton, Frisco, Grapevine, Mesquite, McKinney and Richardson. The majority of these cities allow speakers to submit hard copies of their presentation for the council members.
- Ten survey cities do allow use of their audio-visual system including: Allen, Coppell, Dallas, Denton, Flower Mound, Fort Worth, Garland, Grand Prairie, Irving and Plano. The majority of these cities have deadlines for submittal of the files to be presented ranging from 2 days prior to the meeting to the afternoon of the meeting.

# Staff Recommendation

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- To continue our current practice of not allowing the use of the AV system by speakers and continue to allow speakers to submit copies for mayor and council members at the meeting

# Requiring Address on Record

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**LEWISVILLE PROTOCOL:** The speaker is asked to approach the speaker podium and state his/her name and address for the record.

- Twelve survey cities including Arlington, Carrollton, Coppell, Dallas, Flower Mound, Frisco, Garland, Grapevine, Irving, McKinney, Mesquite and Richardson require the speaker to state their address for the record.
- Three survey cities including Denton, Fort Worth and Plano do not have this requirement.
- This City of Allen has this requirement but is considering changing it.
- The City of Grand Prairie only requires the speaker to state their address when the information is not filled in on the speaker card.

# Staff Recommendation

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- To only require the speaker to state their 'name' and 'city' for the record if the address is provided on the speaker card. The address will no longer be included in the meeting minutes and a public information request will be required to obtain an address on a speaker card.

# Questions?

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