

**LEWISVILLE CITY COUNCIL**

**REGULAR SESSION**

**October 7, 2024**

**6:30 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:**

Gina McGrath, Deputy City Manager  
Shante Akafia, Assistant City Manager  
Jim Proce, Assistant City Manager  
Lauren Crawford, Deputy City Attorney  
Thomas Harris III, 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, October 7, 2024, 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.

**Library Mobile App and Online Card  
Application Update**

**(Agenda Item B)**

At the request of Mayor Gilmore, Library Director Carolyn Booker Director gave a presentation on the Library Mobile App and Online Card Application Update and received

questions and comments from City Council and City staff.

Mayor Gilmore RECESSED Workshop Session at 6:54 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 October 7, 2024.

**Invocation**

**(Agenda Item A)**

At the request of Mayor Gilmore, Council Member William J. 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.

**Proclamation Declaring the Week of October  
7-11, 2024 as "Support Our Seniors Week."**

**(Agenda Item C-1)**

Mayor Gilmore presented the proclamation to Nancy Samson, Lewisville Senior Living Challenges Organization.

**Proclamation Declaring the Week of October  
6-12, 2024 as "Fire Prevention Week."**

**(Agenda Item C-2)**

Mayor Gilmore presented the proclamation to Fire Marshal Tom Legler and Chief Fire Inspector Tim Reese.

**Proclamation Declaring the Month of  
October 2024 as "Community Planning  
Month."**

**(Agenda Item C-3)**

Mayor Gilmore presented the proclamation to Director of Planning Richard Luedke, Planning staff, and members of the Planning & Zoning Commission, Old Town Design Review Committee and Zoning Board of Adjustment.

**PUBLIC HEARING**

**Continued Public Hearing: Consideration of an Ordinance Amending the Zoning Ordinance by Amending Ordinance No. 0428 22 ZON to Rezone Approximately 10.207 Acres Located on the Northeast Corner of Lady Tessala Avenue and Essex Boulevard, Legally Described as 10.207 Acres out of the Amos Singleton Survey, Abstract 1138 From Planned Development Multi Family 3 (PD MF3) District to Planned Development Townhouse 2 (PD TH2) District; to Amend the Planned Development Concept Plan set Forth in Exhibit 5B The Realm Subdistrict Concept Plan Thereto by Amending the Concept Plan For 50.562 Acres Located North of Lady Tessala Avenue, Legally Described as 50.562 Acres out of the Amos Singleton Survey, Abstract 1138 and the Benjamin Schoonover Survey, Abstract 1209, as Requested by Patricia Fant, of McAdams, on Behalf of Eric Stanley, of Breco Lands CH LLC, the Property Owner. (Case No. 24-04-2-PZ).**

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**(Agenda Item D-1)**

The City Council opened the public hearing for this item on August 19, 2024 and continued the public hearing to the September 9, 2024 City Council meeting to allow for a neighborhood meeting. The public hearing was continued again to the September 16, 2024 City Council meeting to provide additional time to update the proposed concept plan to reflect the details discussed at the community/neighborhood meeting. The public hearing was continued a third time to October 7, 2024 to determine if additional setback could be provided. The property owner has requested that the public hearing be continued to the October 21, 2024, City Council meeting in order to incorporate additional building setback details on the concept plan. The Castle Hills Planned Development (PD) District, Ordinance No. 0428-22-ZON, incorporates provisions of the Castle Hills Development Agreement along with the variances to the agreement approved since 1996. The PD allows changes to base zoning districts and the subdistrict concept plans following the zoning processes in the Unified Development Code (UDC). The applicant is requesting to change the base zoning district on 10.207 acres from Planned Development Multi Family 3 (PD MF3) District to Planned Development Townhouse Two (PD-TH2) District to allow for a front entry townhome community where multifamily development had originally been planned. The proposed changes also necessitate an amendment to the approved concept plan. The Concept plan for the Realm South Subdistrict is being amended in its entirety; however, the changes only impact 50.562 acres, which includes the 10.207 acres proposed for rezoning. The proposed concept plan amendment consists of the addition of the proposed townhomes, along with a

reconfiguration of the remaining multifamily units. The Planning and Zoning Commission recommended approval unanimously (5-0) on August 6, 2024.

City staff's recommendation was that the City Council continue the public hearing to the October 21, 2024 City Council meeting.

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

Mayor Gilmore opened the public hearing at 7:18 p.m.

No one appeared before the Council.

**MOTION:** Upon a motion made by Council Member Green and seconded by Council Member Jones, the Council voted six (6) "ayes" and no (0) "nays" to continue the public hearing to October 21, 2024. The motion carried.

**Public Hearing: Consideration of Public  
Input for the FY24 Pathways to Removing  
Obstacles to Housing (PRO Housing)  
Application.**

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**(Agenda Item D-2)**

The City of Lewisville is applying for the Department of Housing and Urban Development's (HUD) FY24 Pathways to Removing Obstacles to Housing (PRO Housing) Round two. The purpose of these funds is to take steps to remove barriers to affordable housing and seek to increase housing production and lower housing costs over the long term. Communities can apply for up to \$7 million in PRO Housing funds to break down barriers such as challenges to preserving existing housing stock such as increasing threats from natural hazards, redevelopment that reduces the number of affordable units, displacement pressures, or expiration of affordability requirements, or deteriorating or inadequate infrastructure. This process continues with this public hearing and further comments may be accepted during a 15 day public comment period ending October 10th. The City of Lewisville's application is requesting \$5 million for projects that would provide middle housing stock, such as townhomes or duplexes, and preservation of existing affordable housing.

The City staff's recommendation was that the City Council hold the public hearing and consider public input for the FY24 Pathways to Removing Obstacles to Housing (PRO Housing) application.

Neighborhood and Inspection Services Director Chris McGinn was available for questions posed by the City Council.

Mayor Gilmore opened the public hearing at 7:21 p.m.

**MOTION:** Upon a motion made by Mayor Pro Tem Kelly and seconded by Council Member Jones, 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 7:22 p.m.

**Visitors/Citizens Forum**

**(Agenda Item E)**

Mariana Rodriquez, 2744 Clubridge Drive, appeared before the Council to give comments on the mental health facility near Rockbrook Elementary.

Joanna Sweitzer, 2777 Vista Bluff Boulevard, appeared before the Council to give comments on the mental health facility near Rockbrook Elementary.

**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.

3. Approval of Minutes: City Council Minutes of the September 9, 2024, Workshop Session, and Regular Session and City Council Minutes of the September 16, 2024, Workshop Session, and Regular Session.
4. Approval of Waiving the Penalty and Interest on Property Tax Account 978736DEN for tax year 2023.
5. Approval of Bid Award for an Annual Requirements Contract for Mowing, Landscape, Trash Pickup and Irrigation Services for Zone 10 to Infinity Lawn and Landscaping LLC., Lewisville, Texas, for an Estimated Annual Amount of \$718,960, and Authorization for the City Manager, or Her Designee, to Execute the Contract.
6. Approval of an Agreement Between the City of Lewisville and Halff Associates, Inc., for Engineering Design and Construction Phase Services for the Denton County Levee Improvement District (DCLID) Trail Project in the amount of \$462,700; and Authorization for the City Manager, or Her Designee, to Execute the Agreement.
7. Approval of Revised Administrative Policy 2.0, Human Resources Section IV Employee Performance Evaluation/Compensation Plan.
8. Authorization for the City Manager, or Her Designee, to Execute a Second

Amendment to a Lease Agreement with Black Top, LLC for the Temporary Police Department and Fire Administration Building Located at 1955 Lakeway Drive, Suite 230.

The motion carried.

**REGULAR HEARING**

**Consideration of an Alternative Standard Associated With Building Orientation Requirements for two Restaurants on Approximately 2.081 Acres Legally Described as Hebron Lakepointe Addition, Lots 4R and 5, Block A, Zoned General Business (GB) District, Located on the South Side of Hebron Parkway, Approximately 200 Feet East of Lakepointe Drive, as Requested by Tom Rud, id GROUP, on Behalf of CFT NV Developments LLC, the Property Owner. (24-08-13 AltStd).**

**(Agenda Item G-9)**

CFT NV Developments LLC intends to develop two lots located along Hebron Parkway as quick service restaurants. As with the other developments within this addition, the developer requests an alternative standard to orient the building perpendicular to the street face. Enhanced pedestrian amenities are proposed at the rear of the property along the adjacent levy district pond. Trails are required in this area by the Unified Development Code and the Healthy Infrastructure Plan. The enhanced pedestrian amenities create a meaningful green space and walking path.

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

**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 approve the alternative standard as set forth in the caption. The motion carried.

**Consideration of Reappointing Mayor TJ Gilmore to the Denton County Transportation Authority (DCTA) Board of Directors; and Consideration of Reappointing Council Member Kristin Green as the Alternate Member to the DCTA Board of Directors.**

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**(Agenda Item G-10)**

DCTA bylaws require that board members and alternates have experience in the field of transportation, business, government, engineering or law and reside within the territory of the authority. DCTA Board members serve for two year terms. Mayor Gilmore and Council Member Green's terms are expiring and have expressed an interest in continuing to serve as the City's representatives on the DCTA Board of Directors.

The City staff's recommendation was that the City Council reappoint Mayor TJ Gilmore and Council Member Kristin Green to the DCTA Board of Directors as set forth in the caption above.

**MOTION:** Upon a motion made by Mayor Pro Tem Kelly and seconded by Council Member Meridith, the Council voted six (6) "ayes" and no (0) "nays" to reappoint Mayor TJ Gilmore and Council Member Kristin Green to the DCTA Board of Directors as set forth in the caption above. The motion carried.

**Consideration of a Resolution 0708-24-RES Nominating Candidates to the Denton Central Appraisal District Board of Directors.**

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**(Agenda Item G-11)**

The Denton Central Appraisal District has requested its taxing entities nominate up to five individuals to be considered to serve on the Denton CAD Board of Directors. Nominating resolutions are to be approved by Council prior to October 15th. After all entities have made their nominations, ballots will be delivered, and votes will be cast. The Appraisal District will count the votes and declare the five candidates who received the largest cumulative vote totals to begin serving a new term beginning January 1, 2024. Board members will serve a one year term ending December 31, 2024. The Council nominated Alex Buck and Ann Pomykal for the 2021 election cycle, and both were ultimately selected to serve on the Board of Directors. Both Alex Buck and Ann Pomykal have indicated they are interested in being considered for nomination for the upcoming election cycle.

The City staff's recommendation was that the City Council approve the resolution as set forth in the caption above and nominate candidates to the Denton Central Appraisal District Board of Directors.

**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 the

resolution as set forth in the caption above, nominating Alex Buck, Ann Pomykal, and Ray Martin to the Denton Central Appraisal District Board of Directors. The motion carried.

**Reports**

**(Agenda Item H)**

- Mayor Pro Tem Kelly reminded everyone that the Battle of the Badges will be held on Saturday, October 12, and reported that the Eggfest will be coming up soon.
- Council Member Green recognized City staff for a successful Western Days and Homecoming Parade.
- Council Member Jones reported on the upcoming Neighborhood Greens Workshop scheduled for Tuesday, October 15.
- Deputy Mayor Pro Tem Cade expressed gratitude to the Police Department, as they go to assist the Carolinas with devastation there. She encouraged residents to download the Lewisville City App and attend the upcoming Song Dog seminar with Animal Services on October 10.
- Director of Public Services Aaron Russell reported on the lake level.
- Director of Neighborhood Services Chris McGinn reported on adoption fees being waived, for dogs weighing more than 20 lbs., until January 6, 2025, at the Lewisville Animal Shelter.
- Fire Chief Mark McNeal encouraged residents to attend the Battle of the Badges on Saturday, October 12.
- Mayor Gilmore expressed appreciation for the Lewisville Fire Department for the Open House event on October 5 and thanked the Lewisville Police Department for a successful National Night Out event on October 1.

**Return to Workshop Session if Necessary**

**(Agenda Item I)**

**Closed Session**

**(Agenda Item J)**

This item was deleted.

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

1. *Section 551.072 (Real Estate): Property Acquisition*
2. *Section 551.087 (Economic Development): Deliberation Regarding Economic Development Negotiations.*



**LEWISVILLE CITY COUNCIL  
REGULAR SESSION  
October 7, 2024**

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

**(Agenda Item K)**

**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 7:40 p.m. on Monday, October 7, 2024.

These minutes approved by the Lewisville City Council on the 4<sup>th</sup> of November, 2024.

APPROVED

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TJ Gilmore  
MAYOR

ATTEST:

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Thomas Harris III,  
CITY SECRETARY

DRAFT MINUTES



LEWISVILLE

Deep Roots. Broad Wings. Bright Future.

# Lewisville City Council Meeting

October 7, 2024

Library Mobile App and Online Card Application Update

# Library Mobile App and Online Card Registration

# City Council Workshop



LEWISVILLE PUBLIC  
**LIBRARY**

# Mobile App

Soft Launch 10.7.24

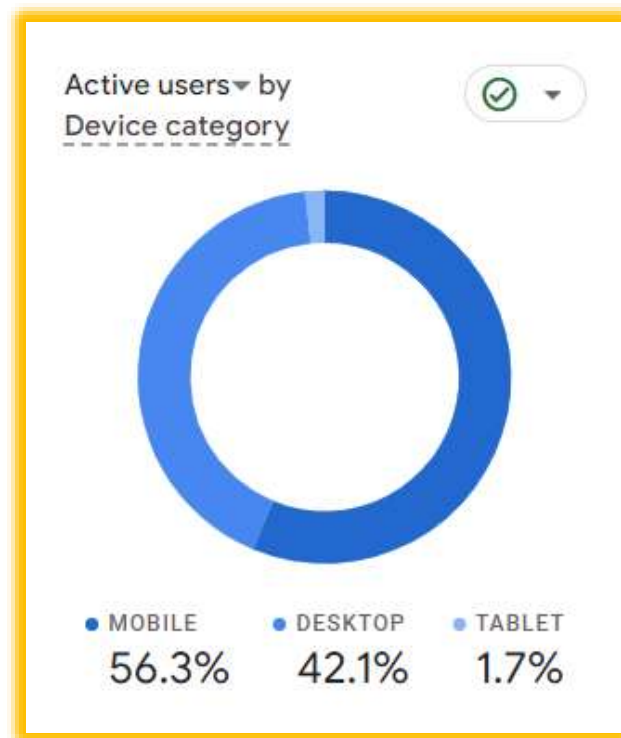
Enhance the Library Brand.

Ensure easy access to library services and materials city-wide.



# Goals

- Offer a robust, customized mobile app for patrons to access the library catalog, their library account, and perform library account functions.
- Offer better service to mobile users – who make up 56.3% of people using our website.



# How It Works

**1**

Download  
Lewisville  
Public Library  
app

**2**

Log in with  
Library Card  
number and  
PIN

**3**

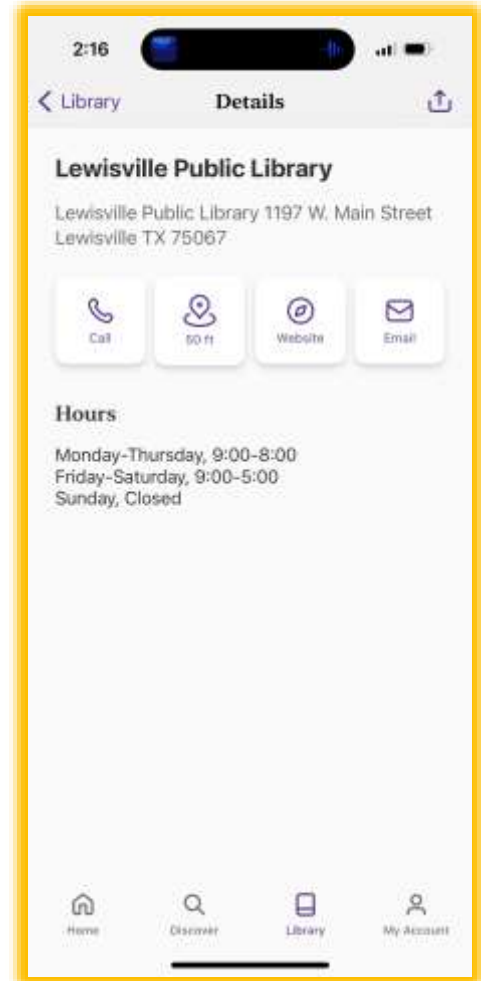
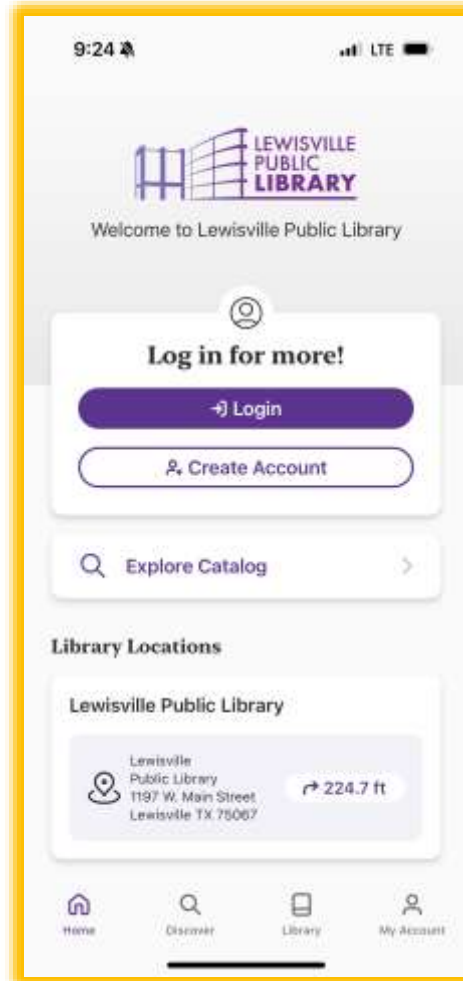
Search, Place  
Holds, Manage  
Account, etc.

**4**

Use digital  
Library Card  
when checking  
out

# Home

- Useful for guests, Lewisville Public Library cardholders
- Explore Catalog of Library Holdings
- Directions to the Library, hours, phone, email
  
- Log in with Library Card number and PIN
- Links to Online Library Card Application
- Biometrics Login available

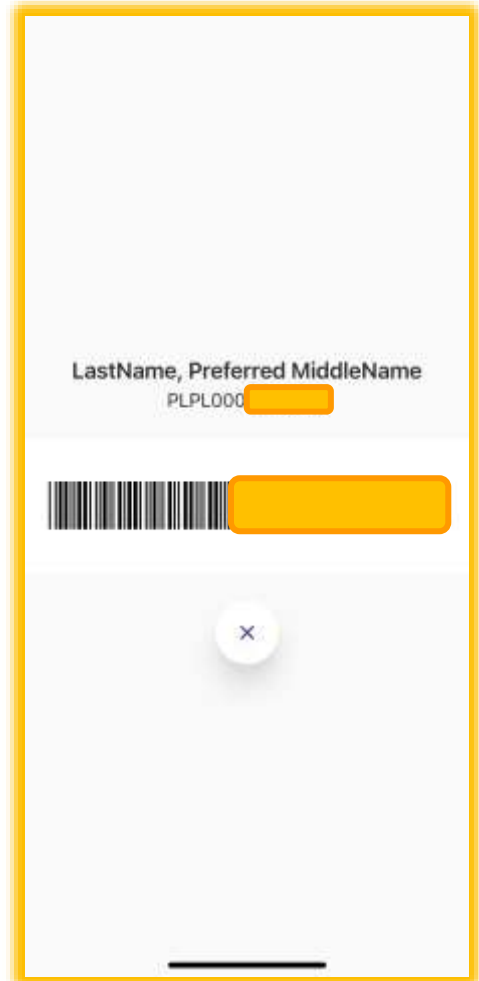
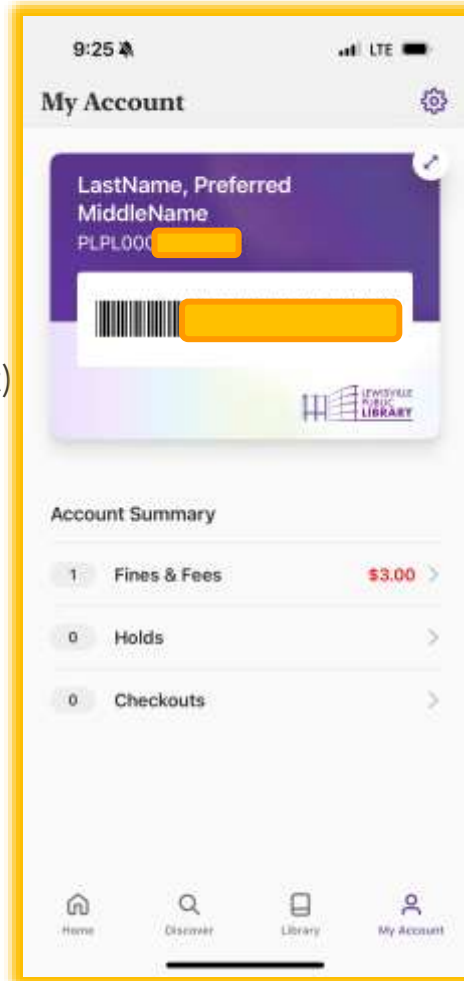


# My Account

- Digital Library Card
- Settings (Reset PIN, Biometrics login, Log Out)

## Summary of

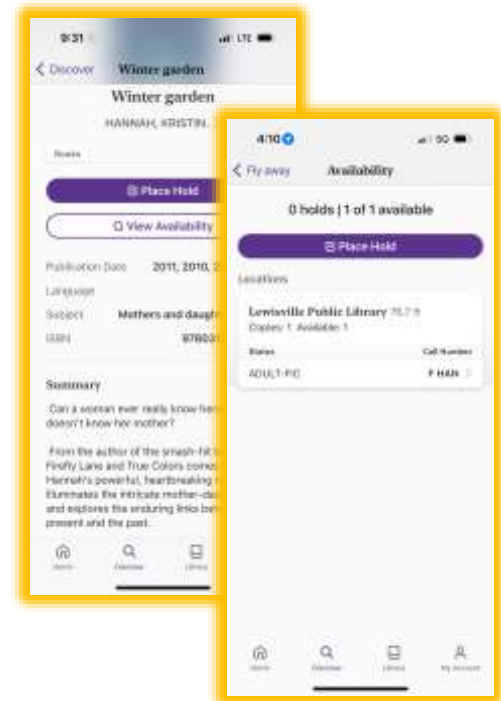
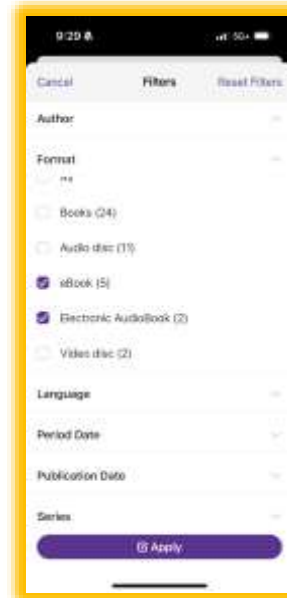
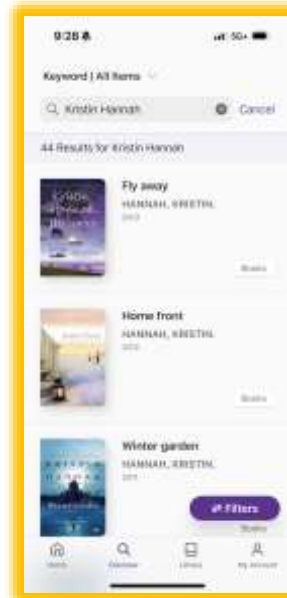
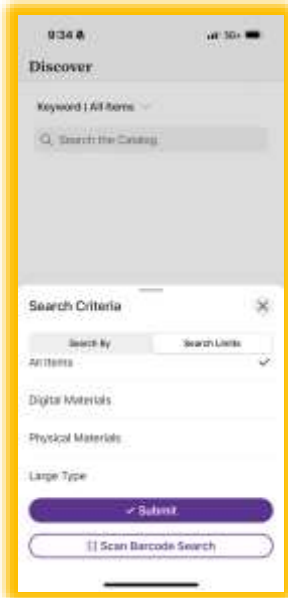
- Account Balance (if any)
- Holds
- Checkouts (physical and digital)





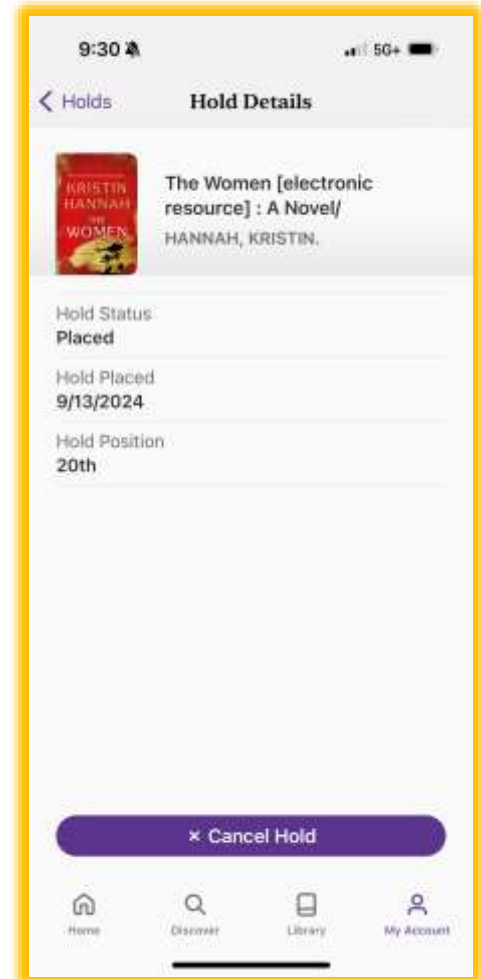
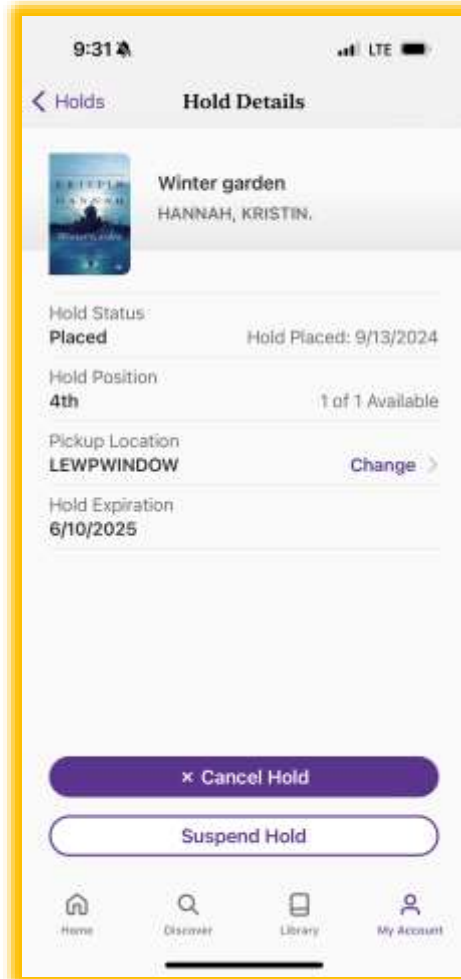
# Discover/Search

- Default to Keyword search of All Items
- Set Search Criteria before Search - Search By, Search Limits
- Filters after Search
- Item Details



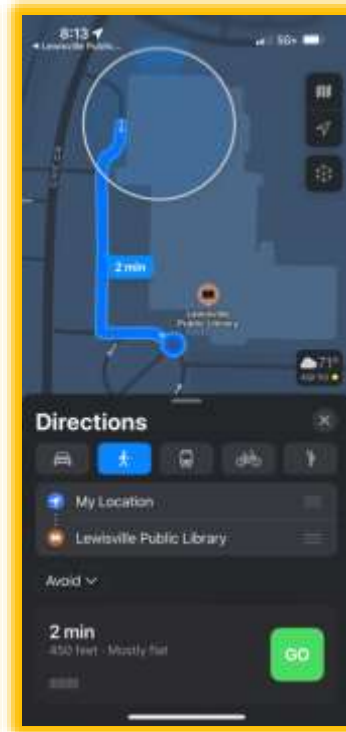
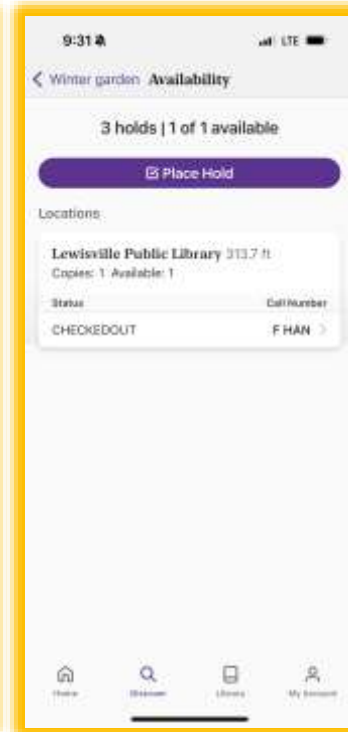
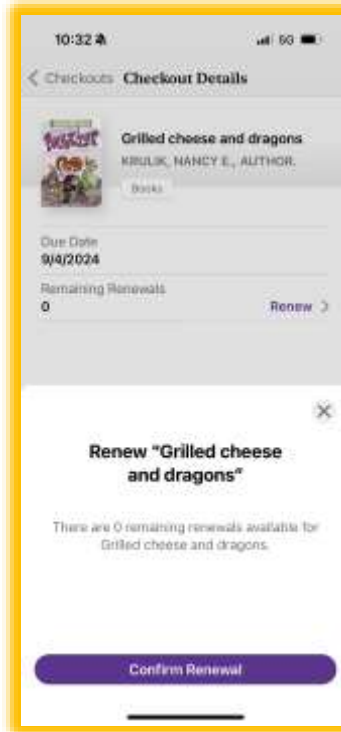
# Manage Holds

- Hold Status
- Queue Position
- Expiration Date – for unfulfilled holds
- Pickup By Date – for available holds
- Actions
  - Cancel
  - Suspend
  - Change Pickup Location



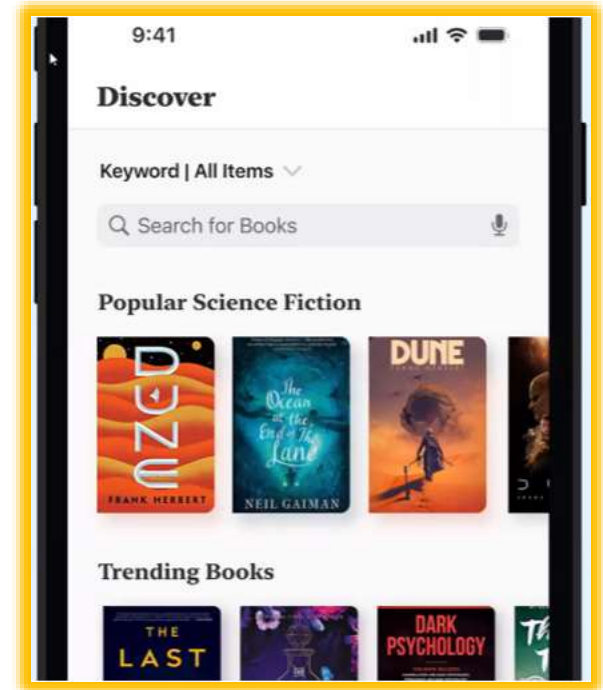
# Known Issues

- Availability Count currently = copies owned
- Renewals Remaining currently = times renewed
- Map – Device Specific GPS Location



# Future Enhancements

- Support for Linked Accounts
- Social Media Links
- Push Notifications
- Metrics and Analytics
- **Book Carousels**
- **Link to Events and Calendars**
- **Link to Room Reservations**



# Online Card Registration

Ensure easy access to library  
services and materials  
city-wide.



LEWISVILLE PUBLIC  
**LIBRARY**

# Goals and Result

## Online application for a new full-privilege library card

Allows adult residents to begin placing holds and using digital resources immediately.

- City of Lewisville residents only
- Adults ages 18 and up (no Juvenile or Teens)
- Will need their government issued ID + email address
- New cards only - those needing a replacement card will need to visit the library in-person

## Library Card Registration

Choose Language

English

Residents of the state of Texas are eligible for a free library card at the Lewisville Public Library. City residents of the City of Lewisville, ages 18 and older, may use this online form to register for a Lewisville library card. You will receive a confirmation email upon completion of this registration that includes your library card number. A physical library card will not be issued if you would like to register a child, or are a Texas resident but do not live in Lewisville; please, visit the Library in person to get a card. A government issued Photo ID and proof of address are required.

Data marked \* are required

### Identification

Please select ID type\*

Please Select

Identification number\*

ID Number

Pin

Pin

Pin (confirm)

Pin (confirm)

### Cardholder Information

Please enter your first, middle, and last name, and suffix exactly as shown on ID.

First Name\*

First Name

Middle Name

Middle Name

Last Name\*

Last Name

Name Suffix

Please Select

Preferred First Name (if different from ID)

Preferred First Name

Use Preferred First Name

Date of Birth\*

Month

Day

Year

Year

Address

Please enter your physical address as on ID. PO Boxes/Private Mailboxes are not allowed.

Street Address\*

Street Address

Apt/Unit/Suite

Apt/Unit/Suite

City\*

Lewisville

State\*

TX

Zip Code\*

Zip Code

### Contact Information

Phone\*

Phone

Notification Preference\*

Please Select

Email Address\*

Email Address

Email Address (Confirm)\*

Email Address (Confirm)

Text Notification

I would like to receive text notifications from the library.

### Cardholder Agreement

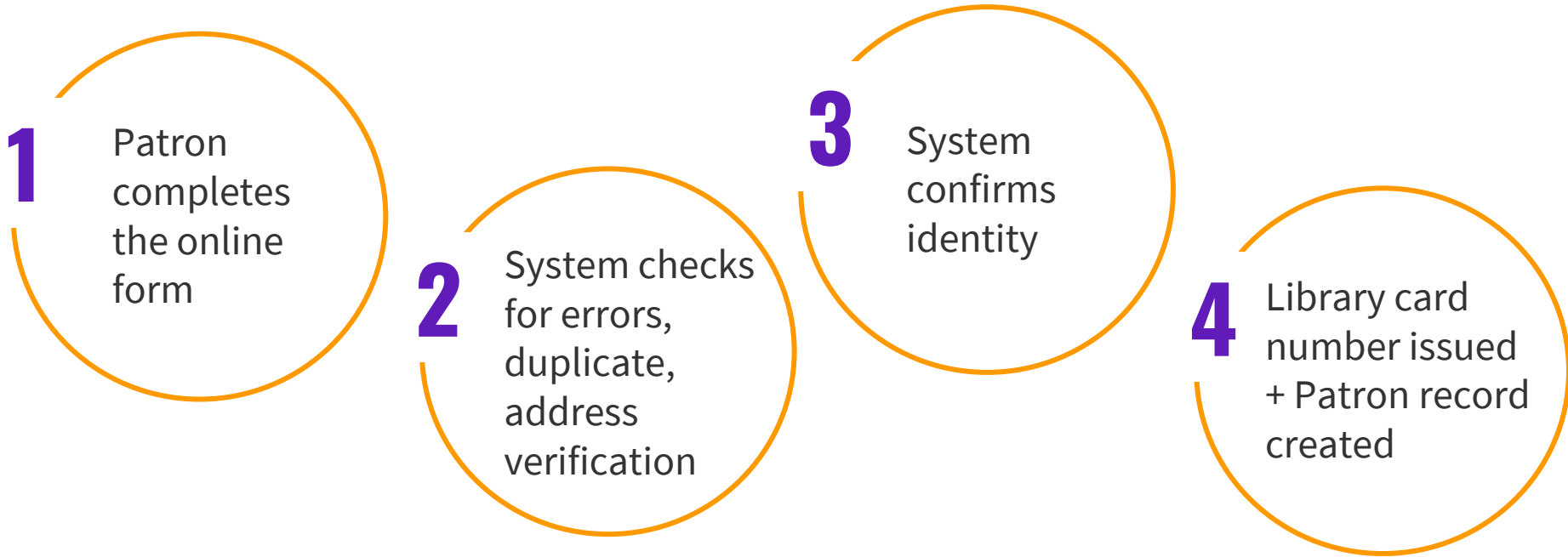
\* As a library cardholder, I accept responsibility for all materials borrowed on this card. I release the City of Lewisville (City) from any liability for damage to personal equipment or software not in the City responsible for damage for loss, missing, or incorrectly saved data. I agree to follow the Library Guidelines that can be found at: [www.cityoflewisville.com/lewisville-libraryguidelines](http://www.cityoflewisville.com/lewisville-libraryguidelines). The City may, from time to time, change these guidelines. Such revisions shall be effective immediately and will be posted online and available physically at the Library.

I accept responsibility for all materials charged to this card with or without my consent including fines and fees incurred, replacement of lost, damaged, or stolen material, and computer access. For this reason, it is recommended that library card numbers not be shared. I take read, understand, and agree to abide by the policies listed on this application. Use of a library card issued to you by the City of Lewisville evidences your agreement to the terms stated herein.

I will accept



# How It Works



\*\* Quipu system is verifying address and identity > essentially, what we do in-person

# Library Card Registration

## Choose Language

English



Residents of the state of Texas are eligible for a free library card at the Lewisville Public Library. Only residents of the City of Lewisville, ages 18 and older, may use this online form to register for a Lewisville library card. You will receive a confirmation email upon completion of this registration that includes your library card number. **A physical library card will not be issued.** If you would like to register a child, or are a Texas resident but do not live in Lewisville, please visit the Library in person to get a card. A government-issued Photo ID and proof of address are required.

Data marked \* are required

## Identification

Please select ID Type\*

Please Select



Identification Number\*

ID Number



PIN



PIN (Confirm)



## Cardholder Information

Please enter your first, middle, and last name, and suffix **exactly** as shown on ID.

First Name\*

Middle Name

Last Name\*

Name Suffix

Please Select



Preferred First Name  
(if different from ID)

Use Preferred First Name



Date of Birth\*

Month



Day



Year

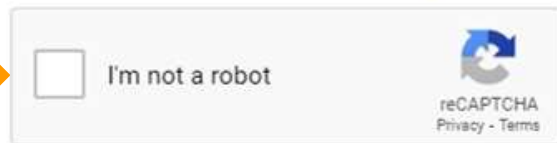




## Cardholder Agreement

\* As a library cardholder, I accept responsibility for all materials borrowed on this card. I release the City of Lewisville (City) from any liability for damage to personal equipment or software nor is the City responsible for damage for lost, missing, or incorrectly saved data. I agree to follow the Library Guidelines that can be found at <https://library.cityoflewisville.com/about/library-guidelines/ecard-guidelines>. The City may, from time to time, change these guidelines. Such revisions shall be effective immediately and will be posted online and available physically at the Library.

I accept responsibility for all materials charged to this card with or without my consent including fines and fees incurred, replacement of lost, damaged, or stolen material, and computer access. For this reason, it is recommended that library card numbers not be shared. I have read, understand, and agree to abide by the policies listed on this application. Use of a library card issued to you by the City of Lewisville evidences your agreement to the terms stated herein

An orange arrow points to the left side of the reCAPTCHA box. The box contains an unchecked checkbox, the text "I'm not a robot", the reCAPTCHA logo, and the text "reCAPTCHA Privacy - Terms".

I'm not a robot

reCAPTCHA  
Privacy - Terms

Please check "I'm not a robot" in order to click the Accept button.



ACCEPT

CLEAR FORM

# Confirmation Screen and Email

If ALL steps are successful, a patron record is generated in the Library software and the patron is issued a library card number.

## Library Card Registration

Congratulations! You are now a Lewisville Public Library cardholder.

Your library card number is: PLPL000 [REDACTED]

You can use this library card number immediately to place holds on materials.

A confirmation email with your library card number has been sent to you. If you do not receive a confirmation email, please check your spam folder.

Please visit the Library's website at [library.cityoflewisville.com](http://library.cityoflewisville.com) to find out more about library resources, services, and programs for all ages.

We look forward to serving you!  
Lewisville Public Library

### Lewisville Library Card Confirmation

**Lewisville Public Library** <no-reply@hazelhut.com> <no-reply@hazelhut.com>  
to me

4:04 PM (1 hour ago) ☆ ↶ ⋮

Hello, Alison N Scheul

Thank you for registering for a Lewisville library card. Visit the Library's website at [library.cityoflewisville.com](http://library.cityoflewisville.com) to find out more about library resources, services, and programs for all ages.

Your library card number is: PLPL [REDACTED]

As you will not be issued a physical library card, we recommend saving your library card number in the cloudLibrary mobile app where it can be used in-person to check out materials or through the app to borrow eBooks, eAudiobooks, and digital magazines. When you visit the Library to borrow physical materials, you will need to present your library card number or driver's license.

You now have immediate access to the Lewisville Public Library collections of digital and physical materials.

Watch for our welcome email with information on library resources and events.

Thank you again for registering for a Lewisville Public Library card! We look forward to serving you.

Lewisville Public Library  
1197 W Main Street  
Lewisville, TX 75067  
972.219.3570  
[library.cityoflewisville.com](http://library.cityoflewisville.com)

In-Person Card Registration

# Staff Form



LEWISVILLE PUBLIC  
**LIBRARY**

# Library Card Registration STAFF FORM

- Staff will now use a hidden online form to create ALL NEW library cards, rather than using the New User Registration wizard in the Library software
- Using this form will help streamline the new card process and reduce errors
- Patrons visiting the Library to get a card will be issued a physical card

**LIBRARY STAFF SITE** HOME ▾ New Card Registration ACCOUNT SERVICES ▾ ADULT SERVICES ▾ More ▾

Reminder: Check birthdate in Workflows for existing account.

Barcode\*

Staff Initials\*

Profile Name\*  ⓘ

**Identification**

Please select ID Type\*

Identification Number\*  ⓘ

**Cardholder Information**

Enter the first, middle, and last name and suffix as shown on ID.

First Name\*

Middle Name

Last Name\*

Name Suffix

Preferred First Name (if different from ID)   Use Preferred First Name

Date of Birth\*

**Address**

Enter the physical address as shown on ID. PO Boxes/Private Mailboxes are not allowed.

Street Address\*

Apt/Unit/Suite

City\*

City Category\*  ⓘ

State\*

Zip Code\*

County\*  ⓘ

Proof of Address  ⓘ

**Contact Information**

Phone\*

Notification Preference\*  ⓘ

Email Address

Text Notification  Patron would like to receive text notifications from the library ⓘ

**Cardholder Agreement**

\* As a library cardholder, I accept responsibility for all materials borrowed on this card. Parents are responsible for all materials borrowed by children under the age of eighteen. I release the City of Louisville from any liability for damage to personal equipment or software nor is the City responsible for damage for lost, missing, or incorrectly saved data. I agree to follow the Library Guidelines that can be found at <https://library.ch2fiveville.com/about/library-guidelines/library-card-guidelines>. The City may, from time to time, change these guidelines. Such revisions shall be effective immediately and will be posted online and available physically at the Library.

I accept responsibility for all materials checked to this card with or without my consent including fines and fees incurred, replacement of lost, damaged, or stolen material, and computer access. For this reason, it is recommended that library card numbers not be shared. I have read, understand, and agree to abide by the policies listed on this application. Use of a library card issued to you by the City of Louisville evidences your agreement to the terms stated herein.

# Welcome Email

A welcome email will be sent to **ALL** new card holders the day after they get their card

- Includes their library card number again
- PIN not included in email for security protection
- Library Information and links to encourage engagement



## Welcome to Lewisville Public Library!



Hello, [[firstName]] [[lastName]]!

Thank you for registering for a Lewisville library card. Visit the [Library's website](#) to find out more about library resources, services, and programs for all ages.

Your library card number is: [[userID]]

### **Are you a Digital Library user?**

[Borrow](#) eBooks, eAudiobooks, and digital magazines via the cloudLibrary app. View digital newspapers in our NewsBank collections. Access quality information from a variety of [Research Tools](#), and develop new skills, languages, and hobbies with our [Learning Tools](#).

### **Are you an in-person library user?**

Visit our 77,800 square foot facility to borrow books, videos, specialty kits, and more. Use a [computer](#), [study room](#), or [meeting room](#). Get creative in [The Hive](#) makerspace or [Digital Media Lab](#). Participate in a variety of [programs and events](#) for all ages. From the [library catalog](#), search for materials in the library's collection and place holds for pick up inside the Library or at our drive-up window. You will be notified when items are ready to be picked up. Log into [My Account](#) to view your checkouts and due dates, renew eligible items, and check the status of your holds. Visit the [Library Accounts](#) page for more details on using your library card.

5 weeks following launch (8/23-9/26)

# Online Card Registration Usage

Online Card Applications Approved: 186

Online Cards Outside Library Business Hours: 63

Online Cards on Sundays: 21

Unsuccessful attempts: 132

Duplicate Unsuccessful attempts (same name): 32

In-Library Card Registration: 592

eRENEW - online library card renewal for Denton County residents...coming soon!



LEWISVILLE PUBLIC  
**LIBRARY**