

Lewisville Town Council
Briefing and Action Meeting Agenda
March 7, 2024 – 6:00 PM
Lewisville Town Hall 2nd Floor Conference Room
6510 Shallowford Road

- 1. Call to Order:**
 - A. Roll Call
 - B. Adoption of Agenda

- 2. Items Requiring Council Direction**
 - A. Nissen House property conveyance
 - B. Robinhood Road Roundabout property donation
 - C. BAC update
 - D. Volunteer Appreciation event

- 3. Items Requiring Action at Briefing**
 - A. Resolution 2024-010 – Directing Clerk to investigate annexation petition – 2065 Glenn Ferry Court ([Attachment #1](#))

- 4. Administrative Reports**
 - A. Town Manager/Assistant Town Manager
 - i. Project update – Unified Development Ordinance (UDO)
 - ii. Cybersecurity
 - B. Town Clerk
 - i. Town & State Dinner – March 20, Winston-Salem
 - ii. NCLM Risk Management Spring Tour – March 28, MAWCC
 - iii. Budget Workshops – April 18 and 29
 - iv. CityVision – April 23-25, Benton Convention Center, Winston-Salem

- 5. Tentative Agenda Items for Regular Meeting on March 14, 2024**
 - A. Consent Agenda
 - i. Resolution 2024-011– Financial statements for the seven months ended January 31, 2024 – ([Attachment #2](#))
 - ii. Approval of Agenda Briefing Minutes – February 1, 2024 ([Attachment #3](#))
 - iii. Approval of Regular Meeting Minutes – February 8, 2024 ([Attachment #4](#))
 - iv. 2024 Meeting Schedule – Revised ([Attachment #5](#))
 - B. Introductions, Recognitions, Presentations and/or Proclamations
 - i. Presentations
 - a. Sheriff’s Office
 - ii. Proclamation
 - a. Proclamation 2024-001 – March for Meals Month ([Attachment #6](#))
 - C. Public Hearings
 - i. Rezoning – L-108 – Michael Todd, 903 Forge Way
 - a. Staff presentation
 - b. Public Hearing
 - c. Council discussion
 - Council consideration – Ordinance 2024-001 – Change zoning from RS-20 to RS-9 – Michael Todd, 903 Forge Way ([Attachment #7](#))

- ii. Rezoning – L-107 – Shallowford Road Driving Range
 - a. Staff presentation
 - b. Public Hearing
 - c. Council discussion
 - Council consideration – Ordinance 2024-002– Change zoning from Forsyth County RS-40 to Town of Lewisville HB-C – Shallowford Road Driving Range ([Attachment #8](#))
 - iii. Annexation – Shallowford Road Driving Range
 - a. Staff presentation
 - b. Public Hearing
 - c. Council discussion
 - d. Council consideration – Ordinance 2024-003 – Extend the Town of Lewisville corporate limits to include Shallowford Driving Range ([Attachment #9](#))
- D. Appointment(s)
- i. Boards
 - a. Parks, Recreation and Cultural Development (Appoint 3)
 - b. Planning (Appoint 3)
 - c. Willow Run Municipal Service District
 - i. Area 1 (Appoint 1)
 - ii. Area 2 (Appoint 1)
 - iii. Area 4 (Appoint 1)
 - d. Zoning Board of Adjustments
 - i. Permanent Member (Appoint 1)
 - ii. Alternate Member (Appoint 1)
 - ii. Committees
 - a. Beautification
 - i. Appointment Order 2024-001
 - b. Environmental Conservation & Sustainability
 - i. Appointment Order 2024-002
 - c. Public Art Advisory
 - i. Appointment Order 2024-003
 - d. Public Safety Advisory
 - i. Appointment Order 2024-004
- E. Old Business
- F. New Business
- i. Resolution 2024-012 – Plemmons Road (a portion) Abandonment Request ([Attachment #10](#))

6. Closed Session – NCGS 143-318.11(a)(6)

7. For the Good of the Order

8. Adjournment



**RESOLUTION 2024-010 OF THE LEWISVILLE TOWN COUNCIL
DIRECTING THE CLERK TO INVESTIGATE AN ANNEXATION PETITION RECEIVED UNDER NCGS 160A-31
2065 GLENN FERRY COURT**

WHEREAS, a petition requesting annexation of an area described in said petition was received on February 22, 2024 by the Lewisville Town Council; and,

WHEREAS, NCGS 160A-31 provides that sufficiency of the petition shall be investigated by the Town Clerk before further annexation proceedings may take place; and,

WHEREAS, the Town Council of the Town of Lewisville deems it advisable to proceed in response to this request for annexation.

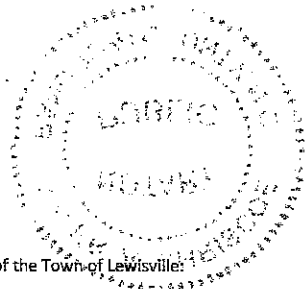
NOW, THEREFORE BE IT RESOLVED, by the Lewisville Town Council that the Town Clerk is hereby directed to investigate the sufficiency of the above described petition and to certify as soon as possible to the Lewisville Town Council the result of her investigation.

Adopted and effective this the 7th day of March 2024 by the Lewisville Town Council.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk



**PETITION REQUESTING ANNEXATION
CONTIGUOUS**

Date: 02/05/2023

To the Town Council of the Town of Lewisville:

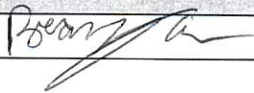
1. We the undersigned owners of real property respectfully request that the area described in Paragraph 2 below be annexed to the Town of Lewisville.
2. The area to be annexed is contiguous to the Town of Lewisville and the metes and bounds of such territory are as follows:
(It is suggested that you note SEE ATTACHED SHEET for the metes and bounds and place that information in a word processing document or email that can be verified first prior to official submission to Council.)

See attached sheet for a survey of the property that includes metes and bounds descriptions.

Example: Beginning at a point, said point being the northwest corner of PIN 5874-38-9143; thence continuing along the western line of said PIN S05°57'27"E 410.11' to a 3/4" rebar in the southwest corner of said PIN; thence continuing along the northern line of PIN 5874-37-8628 N86°16'15"W 751.80' to an iron rebar set in the northwest corner of said PIN; thence ... to the Point of Beginning, containing approximately 6.19 acres, and including PINs 5874-27-9939, 5874-38-1072, 5874-38-3064, 5874-38-6018 and 5874-38-8113.

3. Do you declare vested rights? Yes No *(If yes, please provide supporting documentation.)*
4. A map is attached showing the area proposed for annexation in relation to the primary corporate limits of the Town.

Petitioners must be the property owners of the requested property to be annexed. If the property is jointly owned, all joint owners must separately sign the petition. Each signature must be notarized. Use additional copies of Page 2 if necessary.

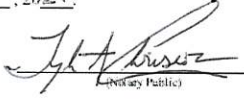
PROPERTY BLOCK/LOT or PIN #	PROPERTY ADDRESS	OWNER'S NAME (PLEASE PRINT)	OWNER'S SIGNATURE	MAILING ADDRESS	TELEPHONE # (INCLUDE AREA CODE)	NUMBER OF PEOPLE LIVING AT RESIDENCE TO BE ANNEXED
4617/1129	2065 Glenn Ferry Court, Pfafftown, NC	Brady Allen		2065 Glenn Ferry Court, Pfafftown, NC	336-830-3606	1

Notarial Acknowledgments:

State: North Carolina
Forsyth County
I, Tyler A. Chriscoe, a Notary Public for Randolph County, NC do hereby certify that Brady Wayne Allen

personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the 9th Day of February, 2024.

(Official Seal) 

(Notary Public)

My commission expires October 18, 2025.

State: _____ County _____
I, _____, a Notary Public for _____ County, _____ do hereby certify that _____

personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the _____ Day of _____, 20____.

(Official Seal) _____

(Notary Public)

My commission expires _____, 20____.

State: _____ County _____
I, _____, a Notary Public for _____ County, _____ do hereby certify that _____

personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the _____ Day of _____, 20____.

(Official Seal) _____

(Notary Public)

My commission expires _____, 20____.



THE UNDERSIGNED HEREBY ACKNOWLEDGE THAT I AM (WE ARE) THE OWNERS OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT I (WE) HEREBY ADOPT THIS PLAN AND SUBDIVISION WITH MY (OUR) FREE CONSENT AND UPON APPROVAL BY THE CITY-COUNTY PLANNING BOARD OF WINSTON-SALEM AND FORSYTH COUNTY, AUTHORIZING THAT THIS PLAN BE RECORDED IN THE OFFICE OF THE REGISTER OF DEEDS OF FORSYTH COUNTY.

DATE: 6/5/14 SIGNED: [Signature] OWNER

Planning Department/Review Officer
Final Subdivision Plat Approval

This is to certify that this plat meets the recording requirements of the Unified Development Ordinance Subdivision Regulations for Winston-Salem/Forsyth County.

County, certify that the map or plat to which this certification is affixed meets all statutory requirements for recording.

Approved: [Signature] Review Officer of Forsyth County

This is the _____ day of _____, 2014
Forsyth County, North Carolina

Surveyor Certification for Closure

WILLIAM FRANKLIN TATUM certify that this plat was drawn under my supervision from an actual survey made under my supervision (Description required in the notes on this plat) that the ratio of precision was calculated to be 1:10,000; that this plat was prepared in accordance with G.S. 47-30 as amended; that my original signature, together with the date and seal, is on this plat.

Signature: [Signature] Surveyor
Date: 6/5/14 Registration Number: L-3183

This is the _____ day of _____, 2014
Forsyth County, North Carolina

Surveyor Certification for Subdivision

WILLIAM FRANKLIN TATUM Professional Land Surveyor, Member L-3183

I certify that I am a member of the following as indicated by an asterisk (*) in the following:

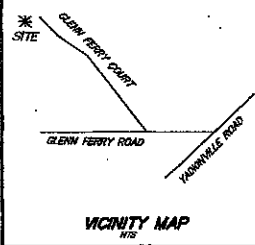
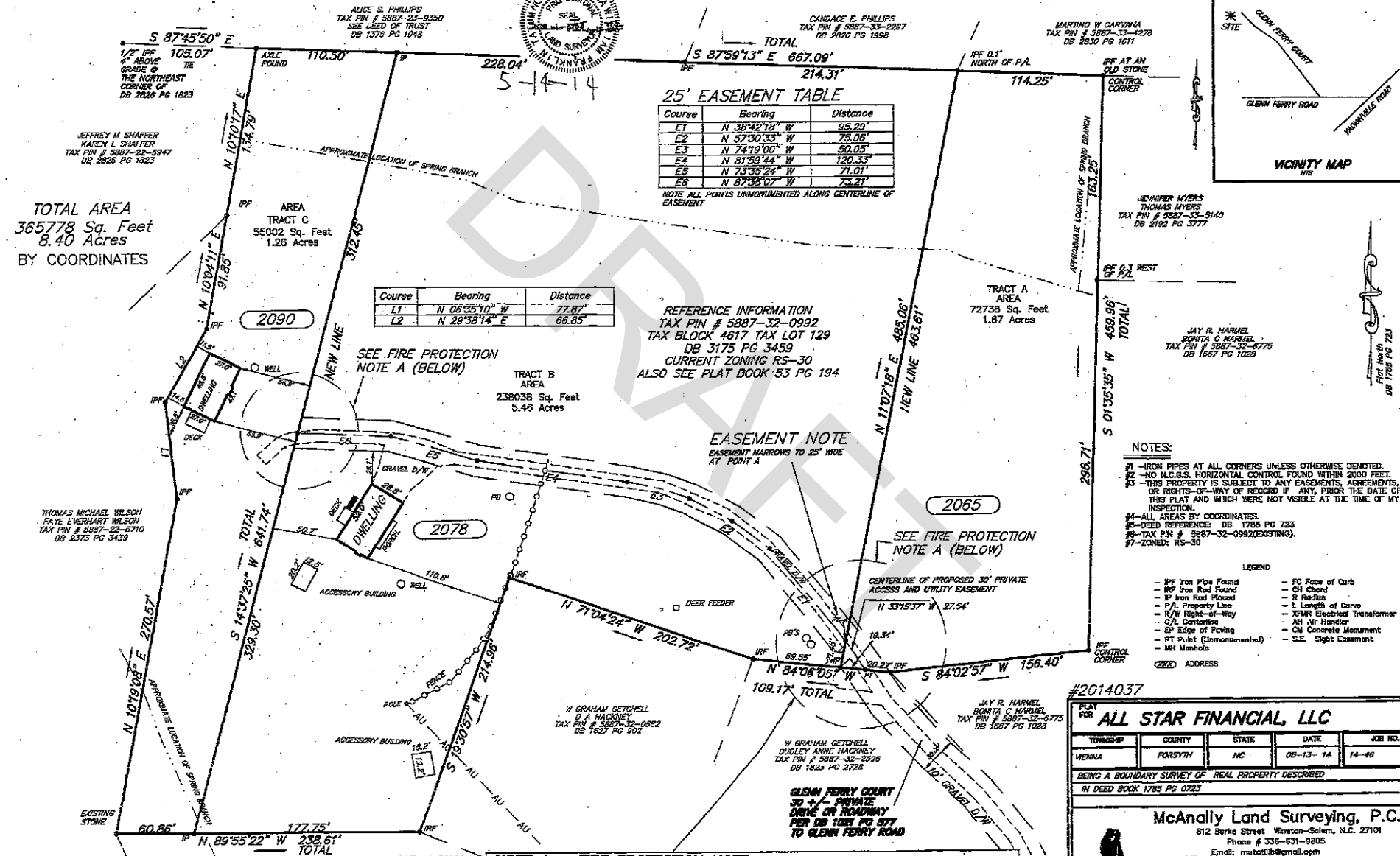
- The plat is of a survey that started or was made of land within the area of a county or municipality that has an ordinance that requires parcels of land to be surveyed or that the plat is of a survey that is made of a county or municipality that is subject to an ordinance that requires parcels of land to be surveyed or that the plat is of a survey that is made of a county or municipality that is subject to an ordinance that requires parcels of land to be surveyed.
- That this plat is of a survey that is made of a county or municipality that is subject to an ordinance that requires parcels of land to be surveyed.
- That this plat is of a survey of another survey, such as the recombination of existing surveys, a court-ordered survey or other exception to the definition of a subdivision that the information on this plat is in accordance with the provisions of G.S. 47-30.

Signature: [Signature] Surveyor
Date: 6/5/14 Registration Number: L-3183

Forsyth County Register of Deeds
Plat Registration

Date for registration: 6/5/14
This was recorded on 6/5/14 at 10:00 AM
and recorded in Plat Book: 82 Page 108

Filing Fee Paid: [Signature]
Assistant/Deputy
Forsyth County, North Carolina



- NOTES:**
- IRON PIPES AT ALL CORNERS UNLESS OTHERWISE DENOTED.
 - AND M.C.G.S. HORIZONTAL CONTROL FOUND WITHIN 2000 FEET.
 - THIS PROPERTY IS SUBJECT TO ANY EASEMENTS, AGREEMENTS, OR RIGHTS-OF-WAY OF RECORD IF ANY, PRIOR THE DATE OF THIS PLAT AND WHICH WERE NOT VISIBLE AT THE TIME OF MY INSPECTION.
 - ALL AREAS BY COORDINATES.
 - DEED REFERENCE: DB 1785 PG 723
 - TAX PIN # 5887-32-0992 (EXISTING).
 - ZONING: R5-30
- LEGEND**
- IPF Iron Pipe Found
 - IRF Iron Rod Found
 - IP Iron Rod Pinned
 - P/L Property Line
 - R/W Right-of-Way
 - C/L Centerline
 - EP Edge of Paving
 - WT Point (Unmonumented)
 - MH Manhole
 - FC Face of Curb
 - C1 Chord
 - R Radius
 - L Length of Curve
 - XTWR Electrical Transformer
 - AH Air Handler
 - CM Concrete Monument
 - SE Sight Easement
- ⓐ ADDRESS

#2014037

PLAT FOR **ALL STAR FINANCIAL, LLC**

TOWNSHIP	COUNTY	STATE	DATE	JOB NO.
VEDNA	FORSYTH	NC	05-13-14	14-46

BEING A BOUNDARY SURVEY OF REAL PROPERTY DESCRIBED IN DEED BOOK 1785 PG 0723

McAnally Land Surveying, P.C.
812 Burke Street Winston-Salem, N.C. 27101
Phone # 336-631-9805
Email: mtabl@mcand.com
http://www.mcandlandsurveyingpc.com

SCALE 1" = 50'

C-806

FORSYTH COUNTY DIVISION OF ENVIRONMENTAL HEALTH
The Forsyth County Health Department has not evaluated any of the lots represented on this plat for the purposes of issuing Improvements Permits.

NOTE A - FIRE PROTECTION NOTE
PROPERTY DIVISIONS IN WHICH THE BOUNDARIES DO NOT HAVE PUBLIC ROAD FRONTAGE MUST PROVIDE ADEQUATE ACCESS FOR FIRE PROTECTION SERVICES IN ORDER TO OBTAIN RATED INSURANCE COVERAGE. THE PLAT SHALL SHOW A 25' FOOT EASEMENT TO ACCOMMODATE A 20 FOOT WIDE ALL WEATHER ACCESS ROAD WITH AN OVERHEAD CLEARANCE OF 13 FEET 0 INCHES. IF SAID ACCESS IS OVER 100 FEET IN LENGTH AN APPROVED TURNAROUND SHALL BE PROVIDED. THE ACCESS ROAD MAY BE CONSTRUCTED WHEN STRUCTURES ARE ESTABLISHED ON THE PROPERTY.



**RESOLUTION 2024-011 OF THE LEWISVILLE TOWN COUNCIL
ACCEPTANCE AND APPROVAL OF MONTHLY DISBURSEMENTS**

WHEREAS, the Finance Officer has presented the Town Council with the Revenue Statement Summary and the Encumbrances and Expenditure State Summary of figures for the seven months ended January 31, 2024; and

WHEREAS, the Finance Officer did not report any unusual expenditures.

NOW, THEREFORE BE IT RESOLVED THAT the Lewisville Town Council accepts the Revenue Statement Summary and the Encumbrances and Expenditure Statement Summary for the seven months ended January 31, 2024 and incorporated herein.

Adopted this the 14th day of March 2024 by the Lewisville Town Council.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk

**Town of Lewisville
Financial Budget to Actual Report - General Fund
Seven Months Ended January 31, 2024**

General Fund

Revenues	Budget	Revenue Year to Date	Revenue Over (Under) Budget	Percentage Collected
Property Tax Collections	\$ 2,993,220.00	\$ 2,393,798.77	\$ (599,421.23)	79.97%
Sales Tax Revenue	1,272,770.00	528,445.50	(744,324.50)	41.52%
Other Revenues	1,515,280.00	932,384.53	(582,895.47)	61.53%
Transfer from ARPA Special Revenue Fund	-	690,440.98	690,440.98	-
Subtotal	5,781,270.00	\$ 4,545,069.78	\$ (1,236,200.22)	78.62%
Appropriation from Fund Balance	1,090,701.10			
Total	\$ 6,871,971.10			

Departments	Budget	Expenditures Year to Date	Encumbrances Year to Date	Unencumbered and Unspent Balance	Percentage of Budget Spent or Encumbered
Governing Body	\$ 365,052.00	\$ 134,205.41	\$ 10,336.50	\$ 220,510.09	39.59%
Administration	955,200.00	482,354.73	22,961.95	449,883.32	52.90%
Finance	292,977.00	170,819.23	-	122,157.77	58.30%
Debt Service	228,800.00	228,800.00	-	-	100.00%
Planning & Zoning	466,340.00	165,033.22	137,707.19	163,599.59	64.92%
Beautification	115,407.00	61,880.63	41,500.35	12,026.02	89.58%
Community Policing	824,750.00	412,826.95	393,955.00	17,968.05	97.82%
Public Safety	15,075.00	1,437.31	6,000.00	7,637.69	49.34%
Public Works	557,091.00	245,032.81	23,692.18	288,366.01	48.24%
Streets	302,100.20	177,643.52	6,291.13	118,165.55	60.89%
Powell Bill	386,550.00	324,274.51	9,750.00	52,525.49	86.41%
Storm Water	152,642.00	43,093.57	67,935.91	41,612.52	72.74%
Solid Waste	1,077,790.00	475,720.45	-	602,069.55	44.14%
Recycling	9,215.00	1,252.06	-	7,962.94	13.59%
Parks and Recreation	350,623.00	169,015.90	37,777.96	143,829.14	58.98%
Transfers to Capital Projects Funds	647,358.90	647,358.90	-	-	100.00%
Transfers to Capital Reserves	125,000.00	125,000.00	-	-	100.00%
Total	\$ 6,871,971.10	\$ 3,865,749.20	\$ 757,908.17	\$ 2,248,313.73	67.28%

General Fund Balance 7/1/2023	\$ 6,021,921.94
Year-to-Date Increase (Decrease) FY 2023-2024	679,320.58
General Fund Balance 1/31/2024	<u><u>\$ 6,701,242.52</u></u>

Town of Lewisville
Financial Budget to Actual Report - Willow Run Municipal Service District
Seven Months Ended January 31, 2024

Willow Run Municipal Service District

Revenues	Budget	Revenue Year to Date	Revenue Over (Under) Budget	Percentage Collected
Revenues	\$ 39,352.00	\$ 35,237.63	\$ (4,114.37)	89.54%
Subtotal	39,352.00	\$ 35,237.63	\$ (4,114.37)	89.54%
Appropriation from Fund Balance	-			
Total	\$ 39,352.00			

	Budget	Expenditures Year to Date	Encumbrances Year to Date	Unencumbered and Unspent Balance	Percentage of Budget Spent or Encumbered
Expenditures	\$ 39,352.00	\$ 15,921.82	\$ 12,300.00	\$ 11,130.18	71.72%
Total	\$ 39,352.00	\$ 15,921.82	\$ 12,300.00	\$ 11,130.18	71.72%

MSD Fund Balance 7/1/2023	\$ 233,234.96
Year-to-Date Increase (Decrease) FY 2023-2024	19,315.81
MSD Fund Balance 1/31/2024	<u><u>\$ 252,550.77</u></u>

**Town of Lewisville
January 31, 2024**

Capital Reserve Funds					
	Fund Balance 7/1/2023	Transfers In	Transfers Out	Investment Earnings	Fund Balance 1/31/2024
GWR ROW/Construction Capital Reserve	\$ 1,090,536.88	\$ -	\$ -	\$ 33,983.60	\$ 1,124,520.48
Sidewalks, Bike Paths, and Greenways Capital Reserve	163,166.47	25,000.00	(188,100.00)	1,292.04	1,358.51
Municipal Buildings/Land Capital Reserve	135,263.38	-	-	4,215.11	139,478.49
Public Works Facility Capital Reserve	855,960.81	-	-	26,673.66	882,634.47
Parks & Recreation Capital Reserve	414,845.38	100,000.00	(459,854.22)	3,243.08	58,234.24
Total	\$ 2,659,772.92	\$ 125,000.00	\$ (647,954.22)	\$ 69,407.49	\$ 2,206,226.19

American Rescue Plan Act Special Revenue Fund	
American Rescue Plan Act funding received	\$ 4,024,471.50
Transferred to General Fund to reimburse for general government services - revenue replacement - FY 2021-2022	(1,208,168.14)
Transferred to General Fund to reimburse for general government services - revenue replacement - FY 2022-2023	(1,105,602.57)
Transferred to General Fund to reimburse for general government services - revenue replacement - July 1, 2023 through December 31, 2023	(690,440.98)
Investment earnings	143,928.33
American Rescue Plan Act Special Revenue Fund - Cash Balance 1/31/2024	\$ 1,164,188.14

**Town of Lewisville
January 31, 2024**

Capital Projects Funds - Since Inception								
Project	Revenue	Expenditures	Transfers In	Transfers Out	Investment Earnings	Loan Proceeds	Fund Balance 1/31/2024	Budget
GWR ROW/Construction Capital Project	\$ 221,684.95	\$(1,093,360.03)	\$ 1,563,000.00	\$ -	\$ 96,063.50	\$ -	\$ 787,388.42	\$ 1,563,800.00
JWP Maintenance Facility/Playground Expansion Capital Project	-	(35,481.33)	55,000.00	(21,270.78)	1,752.11	-	(0.00)	\$ 55,000.00
Gateway Project Capital Project	2,105,731.90	(2,705,359.70)	1,810,901.90	-	77,233.31	-	1,288,507.41	\$ 4,094,108.90
Community Center Capital Project	100,000.00	(4,795,266.19)	2,947,137.00	-	14,754.52	2,000,000.00	266,625.33	\$ 4,947,137.00
Roundabout at Lewisville-Vienna Road and Robinhood Road Capital Project	302,084.12	(434,172.31)	560,297.00	-	34,797.27	-	463,006.08	\$ 2,801,485.00
Jack Warren Park Improvements	-	(31,390.68)	481,125.00	-	12,772.47	-	462,506.79	\$ 520,645.00
Lewisville-Vienna Multipurpose Path	-	-	353,291.00	-	8,573.28	-	361,864.28	\$ 1,766,453.00
Shallowford Road CMAQ Sidewalk	-	-	262,933.00	-	3,039.86	-	265,972.86	\$ 1,446,134.00
Total	\$ 2,729,500.97	\$(9,095,030.24)	\$ 8,033,684.90	\$ (21,270.78)	\$ 248,986.32	\$2,000,000.00	\$ 3,895,871.17	\$ 17,194,762.90

Lewisville Town Council
Briefing and Action Meeting Minutes
February 1, 2024 – 6:00 PM
Lewisville Town Hall 2nd Floor Conference Room
6510 Shallowford Road

1. Call to Order:

- A. Mayor Pro Tem Hunt opened the meeting at 6:00 PM. In attendance were Mayor Pro Tem Melissa Hunt, and Council Members Ivan Huffman, Monte Long, Julia Puckett, and Jane Welch. Also attending were Town Manager James Ayers, Assistant Town Manager/Planning Director Stacy Tolbert, Town Clerk Dora Moore, Finance Director Pam Orrell, Public Works Director Jon Hanna, and Town Attorney Elliot Fus. Mayor Mike Horn and Council Member Ken Sadler were absent.
- B. Adoption of Agenda – Council Member Welch moved to approve the agenda. The motion was seconded by Council Member Huffman and approved unanimously.

2. Items Requiring Council Direction – None

3. Items Requiring Action at Briefing – None

4. Administrative Reports

A. Manager

- i. Council Retreat Agenda
 - a. Manager Ayers shared a draft topic list and outline for the Council Retreat scheduled for February 16 and 17. He noted some topics were removed such as cybersecurity because updates can be given to Council at an agenda briefing.

B. Clerk

- i. Lewisville: The Town I Love art exhibit reception – February 9, 4:30-7:30 PM, MAWCC
 - a. Thirty-one artists with Lewisville connections were selected to show one piece of artwork each. Nearly 140 art pieces by 42 artists were submitted for consideration.
- ii. Council Retreat – February 16-17, MAWCC
 - a. The retreat will begin at 6:00 PM on Friday, February 16 with optional dinner available at 5:30 PM. The retreat will resume at 9:00 AM on Saturday, February 17 with optional breakfast at 8:30 AM.
- iii. Essentials of Municipal Government – February 22-23, UNC SOG
- iv. Board and committee appointments will be made in March.
- v. NCLM Risk Management Spring Tour – March 28, MAWCC
- vi. CityVision – April 23-25 – Benton Convention Center, Winston-Salem

5. Tentative Agenda Items for Regular Meeting on February 8, 2024

A. Consent Agenda

- i. Resolution 2024-007 – Financial statements for six months ended December 31, 2023
- ii. Approval of Agenda Briefing Minutes – January 4, 2024
- iii. Approval of Closed Session Minutes – January 4, 2024
- iv. Approval of Regular Meeting Minutes – January 11, 2024

B. Introductions, Recognitions, Presentations and/or Proclamations

i. Recognition

- a. I'm One of the Reasons Lewisville is a Great Place to Live
 - 1. Judi Burkhart

- ii. Presentations
 - a. Sheriff's Office monthly report
 - b. Lewisville Historical Society
- C. New Business
 - i. Resolution 2024-008 – Solid Waste & Recycling Collection Contract
 - a. Manager Ayers reported the proposed contract has been finalized with Waste Management.
 - ii. Resolution 2024-009 – Setting public hearing for rezoning request – Michael Todd, 903 Forge Way
 - a. Mrs. Tolbert reported this is a general use rezoning request. The applicant is requesting a rezoning from RS-20 to RS-9. A portion of the property is being sold to the adjoining property owner. This transfer of property would result in the lot size falling below 20,000 square feet. The property on the other side of this lot is currently RS-9.

6. **For the Good of the Order**

- A. Mayor Pro Tem Hunt thanked the staff and Council for their participation in the Lewisville-Clemmons Leadership session held at Town Hall earlier in the day. She noted the communications between the two municipalities was fantastic.

7. **Adjournment** – Council Member Long moved to adjourn the meeting at 6:39 PM. The motion was seconded by Council Member Huffman and approved unanimously.

ATTEST:

Melissa Hunt, Mayor Pro Tem

Dora K. Moore, Town Clerk

Lewisville Town Council
Regular Meeting Minutes
February 8, 2024 – 6:00 PM
Lewisville Town Hall Council Chambers
6510 Shallowford Road

1. Call to Order:

- A. Mayor Horn opened the meeting at 6:00 PM. In attendance were Mayor Mike Horn, Mayor Pro Tem Melissa Hunt, and Council Members Ivan Huffman, Monte Long, Julie Puckett, Ken Sadler, and Jane Welch. Also attending were Town Manager James Ayers, Town Clerk Dora Moore, Finance Director Pam Orrell, Public Works Director Jon Hanna, Communications Specialist Veronica Leasure, and Town Attorney Elliot Fus.
- B. Invocation – Council Member Ken Sadler
- C. Pledge of Allegiance – Mayor Pro Tem Melissa Hunt
- D. Adoption of Agenda – Council Member Welch moved to approve the agenda as presented. The motion was seconded by Council Member Puckett and approved unanimously.

2. Consent Agenda

- A. Resolution 2024-007 – Financial statements for six months ended December 31, 2023
- B. Approval of Agenda Briefing Minutes – January 4, 2024
- C. Approval of Closed Session Minutes – January 4, 2024
- D. Approval of Regular Meeting Minutes – January 11, 2024

Council Member Sadler moved to approve the consent agenda items. The motion was seconded by Council Member Huffman and approved unanimously. (*Resolution 2024-007 is herein incorporated by reference into the minutes.*)

3. Presentations, Introductions and/or Proclamations

- A. Recognition
 - i. I'm One of the Reasons Lewisville is a Great Place to Live – Mayor Horn presented the *I'm One of the Reasons Lewisville is a Great Place to Live* award to Judi Burkhart. Council Member Welch nominated Mrs. Burkhart for this award due to her recommendation of community CPR classes noting this is an example of one person with a caring idea. Mrs. Burkhart shared her appreciation for the Council's support of the idea and for the award. (*A copy of the certificate is attached to the minutes.*)
- B. Presentations
 - i. Forsyth County Sheriff's Office – Sergeant Stringer shared current call statistics. Sergeant Stringer also shared there has been an increase in fraud telephone calls. He cautioned residents to call the Forsyth County Sheriff's Office if they are unsure about a call.

2023													
TYPE OF INCIDENT	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Total calls for service	872	676	751	758	754	800	734	769	477	675	553	685	8504
Security Check	570	396	136	446	442	518	388	464	207	338	289	355	4549
Traffic Arrest / Violation	49	47	51	75	41	35	30	72	26	45	32	46	549
Alarm	17	23	23	22	15	16	20	7	9	12	20	22	206
Priority Call Response Time	5.2	3.6	5.2	5.3	5	5.5	5	4.1	6	6	5	5	60.9
2022													
TYPE OF INCIDENT	JAN	FEB	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Total calls for service	700	532	608	586	492	559	586	612	776	775	801	813	813
Security Check	258	253	275	297	177	245	285	293	517	494	498	556	556
Traffic Arrest / Violation	26	17	61	59	19	25	37	44	55	24	26	26	26
Alarm	15	21	14	22	21	15	23	26	14	17	12	7	7
Priority Call Response Time	6.4	5	5.5	5	5.2	5	5	5.7	5	6	6	5	5

- ii. Lewisville Historical Society – Andy Kelly shared with the Council information about the newly formed Nissen House Board. This board will be separate from the Lewisville Historical Society. *(Handout provided by Mr. Kelly is attached to the minutes.)*

4. Public Forum

- A. Natasha Aguilar, 195 Sonata Drive, expressed her love for Lewisville. She also expressed concern regarding the amount of traffic and speeding within Shallowford Lakes. The homeowners association is willing to pay for speed bumps if the Town would consider placing them in the neighborhood. Mayor Horn stated this is not an uncommon situation and the Town has been receiving calls.

5. Old Business – None

6. New Business

- A. Resolution 2024-008 – Solid Waste & Recycling Collection Contract – Manager Ayers requested Council to approve the proposed solid waste/recycling contract with Waste Management, the Town’s current provider. The proposed resolution shows a base cost of \$1,432,125, which is based on the current number of households served. As new houses are added to the pickup schedule, the Town will be charged an additional \$14.07/month/house for solid waste and \$7.89/month/house. It was noted this contract represents three cents on the tax rate. Council Member Huffman moved to approve Resolution 2024-008. The motion was seconded by Council Member Puckett and approved unanimously. *(Resolution 2024-008 is herein incorporated by reference into the minutes.)*
- B. Resolution 2024-009 – Setting public hearing for rezoning request – Michael Todd, 903 Forge Way – Manager Ayers noted this rezoning request will allow the homeowner to convey a small portion of their lot to the neighboring property owner. This small conveyance will result in the existing lot being smaller than the current RS-20 zoning allows. The RS-9 zoning is allowed because the lots north and west of this property are currently zoned RS-9. The proposed public hearing is for March 14, 2024. Council Member Puckett moved to approve Resolution 2024-009. The motion was seconded by Council Member Long and approved unanimously. *(Resolution 2024-009 is herein incorporated by reference into the minutes.)*

7. Administrative Reports

A. Upcoming events and closings

- i. Art Reception – Lewisville: The Town I Love – February 9, 4:30-7:30 PM, MAWCC
- ii. Blood Drive – February 14, 1:00-5:00 PM, MAWCC
 - a. Future blood drives will be held on April 10 and June 12, 1-5 PM at MAWCC

B. Clerk's Report

- i. Council Retreat – February 16-17, MAWCC
- ii. Essentials of Municipal Government – February 22-23, UNC SOG
- iii. Board and committee appointments will be made in March.

8. For the Good of the Order

A. Public comments – None

B. Council comments

- i. Council Member Huffman thanked the Lewisville Historical Society for attending the meeting and being engaged. He also thanked the Public Art Committee for the upcoming art show that engages the community.

9. Adjournment – Council Member Long moved to adjourn the meeting at 6:54 PM. The motion was seconded by Council Member Huffman and approved unanimously.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk

Adopted 12-14-2023
Revised



TOWN OF LEWISVILLE 2024 MEETING SCHEDULE

	TIME	PLACE	DAY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Beautification Committee	06:00pm	TH	MON	N/A	19	18	15	20	17	N/A	N/A	16	21	N/A	N/A
Parks and Recreation Board	06:00pm	TH	MON	8	12	11	8	13	10	8	12	9	14	N/A	9
Planning Board Meeting (Room 110)	06:00pm	TH	WED	10	14	13	10	8	12	10	14	11	9	13	11
Public Art Advisory Committee	06:00pm	TH	MON	N/A	5	4	1	6	3	1	5	N/A	7	4	2
Public Safety Committee	06:00pm	TH	TUE	2	6	5	2	7	4	2	N/A	3	1	5	3
Environmental Committee	06:00pm	TH	TUE	9	13	12	9	14	11	9	13	10	8	12	10
Special Projects Review Comm	06:00pm	TH	THU	4	1	7	4	2	6	N/A	1	5	3	7	5
T C Briefing & Action Meeting	06:00pm	TH	THU	4	1	7	4	2	6	N/A	1	5	3	7	5
Town Council Meeting (Room 110)	06:00pm	TH	THU	11	8	14	11	9	13	11	8	12	10	14	12
Willow Run Mun. Svc. District Board	06:00pm	TH	TUE	16	N/A	19	N/A	21	N/A	N/A	20	N/A	15	N/A	N/A
Zoning Bd. of Adjustment (Room 110)	06:00pm	TH	TUE	23	27	26	23	28	25	23	27	24	22	26	N/A
Council Retreat		MAWCC	February 16 - 5:30 PM; February 17 - 8:30 AM												
Budget Work Sessions			April 18, 6 PM; April 29, 6 PM; May 2, 6 PM <i>NOTE: Budget work sessions are only held if needed.</i>												

All meetings are held in conference room 201 unless otherwise noted. Room 110 is the Council Chambers.

Additional meetings and changes in the meeting schedule will be advertised on Channel 6 and the Town’s website.

~~Special Projects Review Committee—Only meets when there is a request to be heard by the committee. The meeting follows the Town Council Briefing, Parks & Recreation Board and Zoning Board of Adjustment - Only meets as needed.~~

Planning Board Meeting - If no public hearing is scheduled, Planning Board meets in Town Hall conference room 201.

**DISABLED PERSONS REQUIRING SPECIAL ACCOMMODATIONS MAY CONTACT TOWN HALL AT LEAST 72 HOURS
IN ADVANCE OF THE MEETING TO REQUEST SPECIAL ASSISTANCE (336-945-5558).**

Location Legend: MAWCC—Mary Alice Warren Community Center; TH - Town Hall



**PROCLAMATION 2024-001
MARCH FOR MEALS
MAY 2024**

WHEREAS, on March 22, 1972, President Richard Nixon signed into law a measure that amended the Older Americans Act of 1965 and established a national nutrition program for seniors 60 years and older; and,

WHEREAS, Meals on Wheels America established the march for Meals campaign in March 2002 to recognize the historic month and the importance of the Older Americans Act Nutrition Program, both congregate and home-delivered, and raise awareness about the escalating problem of senior hunger in America; and,

WHEREAS, the 2024 observance of March for Meals provides an opportunity to support Meals on Wheels programs that deliver vital and critical services by donating, volunteering, and raising awareness about senior hunger and isolation, including the Meals on Wheels program of Senior services, Inc., which has served the Winston-Salem/Forsyth County community admirably for 62 years; and,

WHEREAS, the senior services, Inc., Meals on Wheels program provides nutritious meals to seniors throughout the Winston-Salem/Forsyth County area, helping them maintain their health and independence, thereby preventing unnecessary falls, hospitalizations and/or premature institutionalization and acts as a powerful socialization opportunity for thousands of seniors to help combat loneliness and isolation; and,

WHEREAS, the Meals on Wheels program for Senior Services, Inc., and its volunteers who are the backbone of the program, deliver nutritious meals to individuals who are at significant risk of hunger and isolation, as well as caring concern and attention to their welfare, deserve recognition for the contributions they have made and will continue to make to local communities, our State and our Nation.

NOW, THEREFORE, the Lewisville Town Council proclaims March 2024 as *March for Meals Month*.

Proclaimed this 14th day of March 2024.

Mike Horn, Mayor



**ORDINANCE 2024-001 OF THE TOWN OF LEWISVILLE
AMENDING THE TOWN OF LEWISVILLE'S ZONING ORDINANCE OF THE UNIFIED
DEVELOPMENT ORDINANCE AND OFFICIAL ZONING MAP OF THE TOWN OF LEWISVILLE**

903 FORGE WAY (L-108)

BE IT ORDAINED BY THE LEWISVILLE TOWN COUNCIL as follows:

Section 1. The Town of Lewisville Zoning Ordinance (Section B 6-2) of the Lewisville Unified Development Ordinances and the official zoning maps of the Town of Lewisville and Forsyth County, North Carolina are hereby amended by changing from RS-20 to RS-9 for the following described property as:

903 Forge Way
A portion of Block 4433L, Lot 030; PIN 5885-62-0658

Section 2. This Ordinance shall be effective from and after its date of adoption.

Adopted and effective this the 14th day of March 2024 by the Lewisville Town Council with a vote of _____.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk

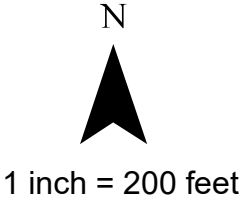
L-108 REZ 903 Forge Way

Legend

- CENTERLINES
- Legal Lot Lines
- Streams
- Pond / Lake
- Zoning
- Forsyth County
- Lewisville
- Property of Request
- 500 ft. Buffer



PIN(s): a portion of 5865-62-0658



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Created by: Stacy Tolbert



**ORDINANCE 2024-002 OF THE TOWN OF LEWISVILLE
AMENDING THE TOWN OF LEWISVILLE'S ZONING ORDINANCE OF THE UNIFIED
DEVELOPMENT ORDINANCE AND OFFICIAL ZONING MAP OF THE TOWN OF LEWISVILLE**

7825 SHALLOWFORD ROAD (L-107)

BE IT ORDAINED BY THE LEWISVILLE TOWN COUNCIL as follows:

Section 1. The Town of Lewisville Zoning Ordinance (Section B 6-2) of the Lewisville Unified Development Ordinances and the official zoning maps of the Town of Lewisville and Forsyth County, North Carolina are hereby amended by changing from RS-40 Forsyth County jurisdiction to HB-C Lewisville jurisdiction for the following described property as:

7825 Shallowford Road

COMMENCING AT AN IRON ON THE NORTHERN RIGHT-OF-WAY OF SHALLOWFORD ROAD HAVING NAD83(2011) GRID COORDINATES OF N:858,842.17 AND E:1,569,458.16' AT A ½" IRON REBAR SET AT THE COMMON CORNER OF DUMP THE STUMP, PIN:5865-98-5943 AND GAIL M BARGOIL, PIN:5865-99-3310; ALSO BEING KNOWN AS THE POINT OF BEGINNING. THENCE FOLLOWING THE COMMON LINE OF GAIL M BARGOIL, PIN:5865-99-3310; N 21°24'18" E FOR 219.39' TO A ½" IRON REBAR SET. THENCE N 04°05'09" E FOR 42.02' TO A ½" IRON REBAR SET. THENCE CONTINUING ON THE SAME LINE, N 04°05'09" E FOR 397.95' TO A ¾" EXISTING IRON PIPE. THENCE N 02°09'18" W FOR 263.69' TO A 1" EXISTING IRON PIPE. THENCE S 87°58'27" W FOR 191.58' TO A 2" EXISTING IRON PIPE. THENCE FOLLOWING THE COMMON LINE GALEN P AND JOAN WARD, PIN:5865-99-2834; N 32°37'45" E FOR 540.77' TO A 2" EXISTING IRON PIPE. THENCE RONALD E SIMONDS, PIN:5876-00-2162; S 59°26'19" E FOR 583.98' TO A BROKEN 1.5" EXISTING IRON PIPE. THENCE FOLLOWING THE COMMON LINE OF RODNEY C QAND CAROLYN WILLIAMS, PIN:5875-09-4503; S 07°33'28" W FOR 832.86' TO A 1" EXISTING IRON PIPE. THENCE FOLLOWING THE COMMON LINE OF NICHOLAS WILLIAM WILLS, PIN:5875-08-0950; S 18°06'23" W FOR 334.48' TO A NAIL AT THE BASE OF A 1" EXISTING IRON PIPE. THENCE FOLLOWING HAIL M BARGOIL , PIN:5875-08-0771; S 18°20'32" W FOR 42.91' TO A ½" IRON REBAR SET. THENCE FOLLOWING THE NORTHERN RIGHT-OF-WAY OF SHALLOWFORD ROAD, N 75°42'09" W FOR 350.10' TO A ½" IRON REBAR SET. THENCE FOLLOWING A CURVE ALONG THE RIGHT-OF-WAY TO THE LEFT, N 74°11'27" W FOR A CHORD DISTANCE OF 143.84' WITH A RAIDUS OF 2055.67' TO A ½" IRON REBAR SET, ALSO BEING KNOWN AS THE POINT OF BEGINNING, CONTAINING 16.77 ACRES.

Section 2. This Ordinance shall be effective from and after its date of adoption.

Adopted and effective this the 14th day of March 2024 by the Lewisville Town Council with a vote of _____.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk

L-107 Shallowford Rd Driving Range REZ

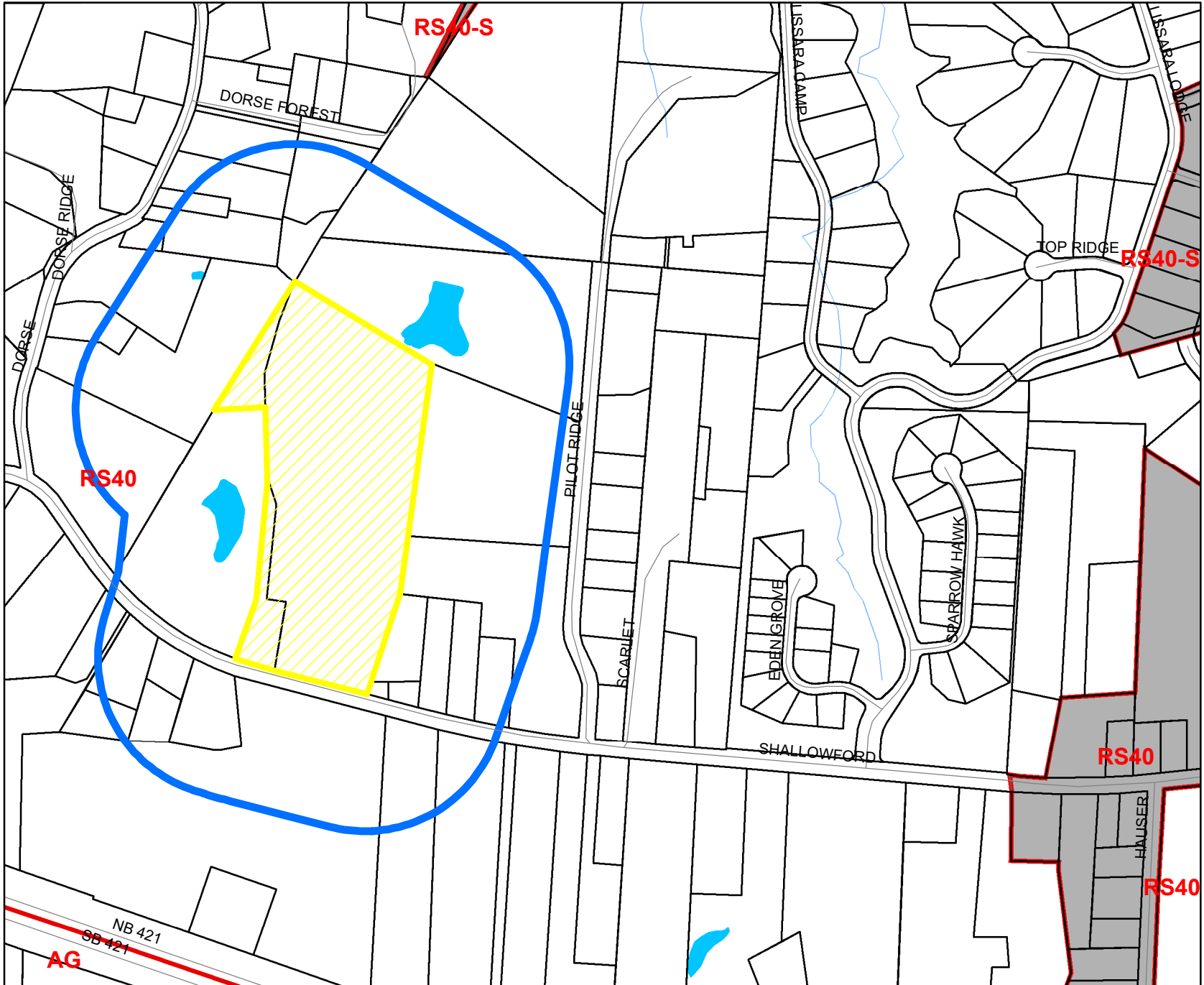
Legend

- CENTERLINES
- Legal Lot Lines
- Streams
- Pond / Lake
- Zoning
- Forsyth County
- Lewisville
- Property of Request
- 500 ft. Buffer

PIN(s): 5868-99-6697
5865-98-5943



1 inch = 500 feet



This map and analysis are provided "As Is" without warranty of any kind, either express or implied. The information contained in this map is for informational purposes only and was not prepared for, and is not suitable for legal, engineering, or surveying purposes. Use of these materials constitutes acceptance of this disclaimer of liability.

Created by: Stacy Tolbert



**ORDINANCE 2024-003 OF THE TOWN OF LEWISVILLE
EXTEND THE TOWN OF LEWISVILLE CORPORATE LIMITS TO INCLUDE
7825 SHALLOWFORD ROAD**

WHEREAS, the Town of Lewisville has been petitioned under NCGS 160A-31 to annex the area described below; and,

WHEREAS, the Lewisville Town Council has by resolution directed the town Clerk to investigate the sufficiency of the petition requesting annexation of property known as 7825 Shallowford Road into the Town of Lewisville; and,

WHEREAS, the Town Clerk has certified the sufficiency of the petition and a public hearing on the question of annexation was held at the Lewisville Town Hall, 6510 Shallowford Road, at 7 PM on Thursday, March 14, 2024 after due notice by the Winston-Salem Journal on Friday, March 1, 2024;

WHEREAS, the Lewisville Town Council finds that the petition meets the requirements of NCGS 160A-31.

NOW, THEREFORE, BE IT ORDAINED BY THE LEWISVILLE TOWN COUNCIL that:

Section 1. By virtue of the authority granted by NCGS 160A-31, the following described territory is hereby annexed and made part of the Town of Lewisville as of March 14, 2024:

7825 Shallowford Road
PIN(s): 5865-99-6697 and 5865-98-5943

OFFICIAL METES AND BOUNDS:

COMMENCING AT AN IRON ON THE NORTHERN RIGHT-OF-WAY OF SHALLOWFORD ROAD HAVING NAD83(2011) GRID COORDINATES OF N:858,842.17 AND E:1,569,458.16' AT A ½" IRON REBAR SET AT THE COMMON CORNER OF DUMP THE STUMP, PIN:5865-98-5943 AND GAIL M BARGOIL, PIN:5865-99-3310; ALSO BEING KNOWN AS THE POINT OF BEGINNING. THENCE FOLLOWING THE COMMON LINE OF GAIL M BARGOIL, PIN:5865-99-3310; N 21°24'18" E FOR 219.39' TO A ½" IRON REBAR SET. THENCE N 04°05'09" E FOR 42.02' TO A ½" IRON REBAR SET. THENCE CONTINUING ON THE SAME LINE, N 04°05'09" E FOR 397.95' TO A ¾" EXISTING IRON PIPE. THENCE N 02°09'18" W FOR 263.69' TO A 1" EXISTING IRON PIPE. THENCE S 87°58'27" W FOR 191.58' TO A 2" EXISTING IRON PIPE.

THENCE FOLLOWING THE COMMON LINE GALEN P AND JOAN WARD, PIN:5865-99-2834; N 32°37'45" E FOR 540.77' TO A 2" EXISTING IRON PIPE. THENCE RONALD E SIMONDS, PIN:5876-00-2162; S 59°26'19" E FOR 583.98' TO A BROKEN 1.5" EXISTING IRON PIPE.

THENCE FOLLOWING THE COMMON LINE OF RODNEY C QAND CAROLYN WILLIAMS, PIN:5875-09-4503; S 07°33'28" W FOR 832.86' TO A 1" EXISTING IRON PIPE. THENCE FOLLOWING THE COMMON LINE OF NICHOLAS WILLIAM WILLS, PIN:5875-08-0950; S 18°06'23" W FOR 334.48' TO A NAIL AT THE BASE OF A 1"EXISTING IRON PIPE. THENCE FOLLOWING HAIL M BARGOIL , PIN:5875-08-0771; S 18°20'32" W FOR 42.91' TO A ½" IRON REBAR SET.

THENCE FOLLOWING THE NORTHERN RIGHT-OF-WAY OF SHALLOWFORD ROAD, N 75°42'09" W FOR 350.10' TO A ½" IRON REBAR SET. THENCE FOLLOWING A CURVE ALONG THE RIGHT-OF-WAY TO THE LEFT, N 74°11'27" W FOR A CHORD DISTANCE OF 143.84' WITH A RAIDUS OF 2055.67' TO A ½" IRON REBAR SET, ALSO BEING KNOWN AS THE POINT OF BEGINNING, CONTAINING 16.77 ACRES.

- Section 2. Upon and after March 14, 2024, the above described territory shall be subject to all debts, laws, ordinance and regulations in force in the Town of Lewisville and shall be entitled to the same privileges and benefits as other parts of the of the Town of Lewisville. Said territory shall be subject to municipal taxes according the NCGS 160A-58.10.
- Section 3. The Mayor of the Town of Lewisville shall cause to be recorded in the office of the Forsyth County Register of Deeds and the office of the North Carolina Secretary of State an accurate map of the annexed territory, described in Section 1 above, together with a duly certified copy of the ordinance. Such map shall also be delivered to the Forsyth County Board of Elections as required by NCGS 163-288.1.

Adopted this the 14th day of March 2024 by the Lewisville Town Council.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk



**RESOLUTION 2024-012 OF THE LEWISVILLE TOWN COUNCIL
FOR THE ABANDONMENT OF A PORTION OF PLEMMONS ROAD**

WHEREAS, a petition was filed with the North Carolina Department of Transportation for the abandonment of the northernmost +/- 225 feet of SR 1304 – Plemmons Road from the State Maintained System by property owners Lissara Land, LLC and Jeffrey T. Ferner; and,

WHEREAS, the Forsyth County Board of Commissioners' intent to close and scheduled public hearing was published once a week for three successive weeks in the Winston-Salem Journal, a newspaper of general circulation published in the City of Winston-Salem, North Carolina, and notice of the proposed closing and public hearing was posted in at least two prominent places along Plemmons Road, and notice was also mailed to abutting owners all as required by law; and,

WHEREAS, the Forsyth County Board of Commissioners held the public hearing on the 16th day of November, 2023 on the petition to close the last 225 feet of SR 1304 – Plemmons Road; and,

WHEREAS, the Forsyth County Board of Commissioners unanimously approved the petition to close the last 225 feet of SR 1304 – Plemmons Road on the 16th day of November, 2023; and,

WHEREAS, the partial abandonment of SR 1304 – Plemmons Road is described by legal description as that property "Beginning at the northernmost 225 of Plemmons Road as depicted on a plat recorded in Plat Book 70, Page 174 of the Forsyth County Register of Deeds Office"; and,

WHEREAS, the Lewisville Town Council held a public hearing and adopted Ordinance 2023-036 to annex property previously located in the unincorporated area of Forsyth County known as Lake at Lissara Phase II Section VII into the Town of Lewisville on the 12th day of October, 2023.

NOW, THEREFORE BE IT RESOLVED THAT THE LEWISVILLE TOWN COUNCIL concurs with the Forsyth County Board of Commissioners and supports the petition to abandon the northernmost +/- 225 feet of SR 1304 – Plemmons Road submitted by the above-mentioned property owners to the North Carolina Department of Transportation.

Adopted this the 14th day of March 2024 by the Lewisville Town Council.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk