

**Lewisville Town Council**  
**Regular Meeting Agenda**  
**April 11, 2024 – 6:00 PM**  
**Lewisville Town Hall 1<sup>st</sup> Floor Council Chambers**  
**6510 Shallowford Road**

**1. Call to Order:**

- A. Roll Call
- B. Invocation – Council Member Monte Long
- C. Pledge of Allegiance – Council Member Julie Puckett
- D. Adoption of Agenda

**2. Consent Agenda**

- A. Resolution 2024-015 – Financial statements for eight months ended February 29, 2024 ([Attachment #1](#))
- B. Approval of Council Retreat Minutes – February 16-17, 2024 ([Attachment #2](#))
- C. Approval of Agenda Briefing Minutes – March 7, 2024 ([Attachment #3](#))
- D. Approval of Closed Session Minutes – March 7, 2024
- E. Approval of Regular Meeting Minutes – March 14, 2024 ([Attachment #4](#))
- F. Approval of Closed Session Minutes – March 14, 2024

**3. Introductions, Recognitions, Presentations and/or Proclamations**

- A. Recognitions
  - i. Robert Ogden, Parks & Recreation Board
  - ii. David Geary, Planning Board
  - iii. Scott Norman, Planning Board
- B. Proclamation
  - i. Proclamation 2024-002 - Historic Preservation Month ([Attachment #5](#))
    - a. Historic Commission Annual Report – Michelle McCullough, Historic Resources Officer
- C. Presentations
  - i. Sheriff's Office
    - a. Introduction of Deputy Hammond
    - b. Monthly report
  - ii. 2024-2025 budget message – Interim Town Manager Tolbert

**4. Public Forum**

- A. Residents should register with the Town Clerk and limit their comments to three (3) minutes.
- B. Written comments are also available.

**5. New Business**

- A. Resolution 2024-013 – Nissen House property conveyance ([Attachment #6](#))
- B. Certificate of Sufficiency – 2065 Glenn Ferry Court ([Attachment #7](#))
- C. Resolution 2024-016 – Set public hearing for rezoning request – 2065 Glenn Ferry Court ([Attachment #8](#))
- D. Resolution 2024-017– Set public hearing for annexation request – 2065 Glenn Ferry Court ([Attachment #9](#))
- E. Ordinance 2024-008 – Amending Budget Ordinance 2023-001 – Increase estimated Powell Bill revenues and increase appropriations for street repairs/maintenance - \$41,008 ([Attachment #10](#))
- F. Resolution 2024-018 – Paving contract with Hill's Paving & Construction, Inc. – Repairs to Ridge Gate Drive - \$55,640 ([Attachment #11](#))
- G. Resolution 2024-019 – Preserve local authority for planning and zoning ([Attachment #12](#))

## **6. Administrative Reports**

### **A. Upcoming events and closings**

- i. Blood Drive – April 10, 1-5 PM, MAWCC
- ii. Lewisville Earth Day and Special Recycling event– April 13, Shallowford Square
- iii. Bulky Pickup – April 15
- iv. CPR Class – April 27, 8 AM-12 PM, MAWCC
- v. Youth Art Show Reception – May 8, 4:30-7:00 PM, MAWCC

### **B. Clerk's Report**

#### **i. Budget Calendar**

- Workshops – April 18, 6 PM; April 29, 6 PM; May 2, 6 PM (if needed)
- Public Hearing – May 9, 6 PM
- Budget ordinance final review – June 6, 6 PM
- Budget approval – June 13, 6 PM

#### **ii. CityVision – April 23-25, Benton Convention Center, Winston-Salem**

#### **iii. Board & Committee Collaboration/Orientation Session – May 16, 5:30-6:30 PM, Town Hall**

#### **iv. Volunteer Appreciation Event – May 16, 6:30 PM, Town Hall**

### **C. Approvals at the Briefing and Action Meeting on April 4, 2024**

- i. Ordinance 2024-004 – Establishing the Great Wagon Road Improvements Capital Projects Fund with an initial budget of \$1,924,545.62
- ii. Ordinance 2024-005 – Close the Great Wagon Road ROW/Construction Capital Projects Fund - \$792,592.65
- iii. Ordinance 2024-006 – Close the Great Wagon Road ROW/Construction Capital Reserve Fund - #1,131,952.97
- iv. Ordinance 2024-007 – Amending Budget Ordinance 2023-001 – Transfer balance of \$1,131,952.97 in the Great Wagon Road ROW/Construction Capital Reserve Fund to the Great Wagon Road Improvements Capital Projects Fund

## **7. For the Good of the Order**

### **A. Public Comments**

- i. Residents should limit their comments to three (3) minutes.
- ii. Written comment forms are also available.

### **B. Council Comments**

## **8. Adjournment**



**RESOLUTION 2024-015 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 eight months ended February 29, 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 eight months ended February 29, 2024 and incorporated herein.

Adopted this the 11<sup>th</sup> day of April 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  
Eight Months Ended February 29, 2024**

**General Fund**

Revenues	Budget	Revenue Year to Date	Revenue Over (Under) Budget	Percentage Collected
Property Tax Collections	\$ 2,993,220.00	\$ 2,851,447.26	\$ (141,772.74)	95.26%
Sales Tax Revenue	1,272,770.00	621,531.00	(651,239.00)	48.83%
Other Revenues	1,515,280.00	964,100.04	(551,179.96)	63.63%
Transfer from ARPA Special Revenue Fund	-	690,440.98	690,440.98	-
<b>Subtotal</b>	5,781,270.00	<b>\$ 5,127,519.28</b>	<b>\$ (653,750.72)</b>	88.69%
Appropriation from Fund Balance	1,090,701.10			
<b>Total</b>	<b>\$ 6,871,971.10</b>			

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	\$ 146,145.64	\$ 10,898.50	\$ 208,007.86	43.02%
Administration	955,200.00	545,957.83	13,801.83	395,440.34	58.60%
Finance	292,977.00	192,370.15	-	100,606.85	65.66%
Debt Service	228,800.00	228,800.00	-	-	100.00%
Planning & Zoning	466,340.00	207,673.56	123,454.40	135,212.04	71.01%
Beautification	115,407.00	76,245.34	27,135.64	12,026.02	89.58%
Community Policing	824,750.00	413,046.95	393,955.00	17,748.05	97.85%
Public Safety	15,075.00	3,737.31	3,700.00	7,637.69	49.34%
Public Works	557,091.00	274,685.84	18,926.53	263,478.63	52.70%
Streets	302,100.20	184,954.32	-	117,145.88	61.22%
Powell Bill	386,550.00	324,274.51	9,750.00	52,525.49	86.41%
Storm Water	152,642.00	45,557.82	65,471.66	41,612.52	72.74%
Solid Waste	1,077,790.00	554,644.09	-	523,145.91	51.46%
Recycling	9,215.00	1,624.85	-	7,590.15	17.63%
Parks and Recreation	350,623.00	191,002.89	32,864.01	126,756.10	63.85%
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%
<b>Total</b>	<b>\$ 6,871,971.10</b>	<b>\$ 4,163,080.00</b>	<b>\$ 699,957.57</b>	<b>\$ 2,008,933.53</b>	<b>70.77%</b>

General Fund Balance 7/1/2023	\$ 6,021,921.94
Year-to-Date Increase (Decrease) FY 2023-2024	964,439.28
General Fund Balance 2/29/2024	<u><u>\$ 6,986,361.22</u></u>



**Town of Lewisville  
Financial Budget to Actual Report - Willow Run Municipal Service District  
Eight Months Ended February 29, 2024**

***Willow Run Municipal Service District***

Revenues	Budget	Revenue Year to Date	Revenue Over (Under) Budget	Percentage Collected
Revenues	\$ 39,352.00	\$ 41,268.62	\$ 1,916.62	104.87%
<b>Subtotal</b>	39,352.00	<b>\$ 41,268.62</b>	<b>\$ 1,916.62</b>	<b>104.87%</b>
Appropriation from Fund Balance	-			
<b>Total</b>	<b>\$ 39,352.00</b>			

	Budget	Expenditures Year to Date	Encumbrances Year to Date	Unencumbered and Unspent Balance	Percentage of Budget Spent or Encumbered
Expenditures	\$ 39,352.00	\$ 16,057.25	\$ 12,300.00	\$ 10,994.75	72.06%
<b>Total</b>	<b>\$ 39,352.00</b>	<b>\$ 16,057.25</b>	<b>\$ 12,300.00</b>	<b>\$ 10,994.75</b>	<b>72.06%</b>

MSD Fund Balance 7/1/2023	\$ 233,234.96
Year-to-Date Increase (Decrease) FY 2023-2024	25,211.37
MSD Fund Balance 2/29/2024	<u><u>\$ 258,446.33</u></u>

**Town of Lewisville**  
**February 29, 2024**

<b>Capital Reserve Funds</b>					
	Fund Balance <b>7/1/2023</b>	Transfers In	Transfers Out	Investment Earnings	Fund Balance <b>2/29/2024</b>
GWR ROW/Construction Capital Reserve	\$ 1,090,536.88	\$ -	\$ -	\$ 38,661.62	\$ 1,129,198.50
Sidewalks, Bike Paths, and Greenways Capital Reserve	163,166.47	25,000.00	(188,100.00)	1,297.69	1,364.16
Municipal Buildings/Land Capital Reserve	135,263.38	-	-	4,795.34	140,058.72
Public Works Facility Capital Reserve	855,960.81	-	-	30,345.43	886,306.24
Parks & Recreation Capital Reserve	414,845.38	100,000.00	(459,854.22)	3,485.34	58,476.50
<b>Total</b>	<b>\$ 2,659,772.92</b>	<b>\$ 125,000.00</b>	<b>\$ (647,954.22)</b>	<b>\$ 78,585.42</b>	<b>\$ 2,215,404.12</b>

<b>American Rescue Plan Act Special Revenue Fund</b>	
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	148,771.37
<b>American Rescue Plan Act Special Revenue Fund - Cash Balance 2/29/2024</b>	<b>\$ 1,169,031.18</b>

**Town of Lewisville  
February 29, 2024**

<b>Capital Projects Funds - Since Inception</b>								
Project	Revenue	Expenditures	Transfers In	Transfers Out	Investment Earnings	Loan Proceeds	Fund Balance 2/29/2024	Budget
GWR ROW/Construction Capital Project	\$ 221,684.95	\$(1,093,360.03)	\$ 1,563,000.00	\$ -	\$ 99,339.05	\$ -	\$ 790,663.97	\$ 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	2,506,921.80	(3,192,020.03)	1,810,901.90	-	83,785.22	-	1,209,588.89	\$ 4,094,108.90
Community Center Capital Project	100,000.00	(4,795,266.19)	2,947,137.00	-	15,465.51	2,000,000.00	267,336.32	\$ 4,947,137.00
Roundabout at Lewisville-Vienna Road and Robinhood Road Capital Project	342,271.52	(662,179.11)	560,297.00	-	37,272.87	-	277,662.28	\$ 2,801,485.00
Jack Warren Park Improvements	-	(44,624.23)	481,125.00	-	14,738.60	-	451,239.37	\$ 520,645.00
Lewisville-Vienna Multipurpose Path	-	-	353,291.00	-	10,078.64	-	363,369.64	\$ 1,766,453.00
Shallowford Road CMAQ Sidewalk	-	-	262,933.00	-	4,146.31	-	267,079.31	\$ 1,446,134.00
<b>Total</b>	<b>\$ 3,170,878.27</b>	<b>\$(9,822,930.92)</b>	<b>\$ 8,033,684.90</b>	<b>\$ (21,270.78)</b>	<b>\$ 266,578.31</b>	<b>\$2,000,000.00</b>	<b>\$ 3,626,939.78</b>	<b>\$ 17,194,762.90</b>



**Lewisville Town Council**  
**Council Retreat Minutes**  
**February 16, 2024 – 6:00 PM**  
**February 17, 2024 – 9:00 AM**  
**Mary Alice Warren Community Center – Magnolia Room**

**1. Call to Order**

- A. Mayor Horn opened the Council retreat 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, Assistant Town Manager/Planning Director Stacy Tolbert, Finance Director Pam Orrell, Public Works Director Jon Hanna, and Town Clerk Dora Moore.
- B. Adoption of Agenda – Council Member Puckett moved to approve the agenda. The motion was seconded by Council Member Long and approved unanimously.

**2. Introduction**

- A. Discussion of retreat activities – Manager Ayers explained the format and flow of the Council retreat. Council Members and staff were encouraged to actively participate in discussions.
- B. Review of topics – Manager Ayers quickly highlighted the topics of discussion for the retreat.

**3. Council Procedures**

- A. Awards/Recognitions/Proclamations
  - i. Proclamations – Although the Mayor can issue proclamations on his own, Mayor Horn believes proclamations should come from the Council; therefore, proclamations are done by Council action.
  - ii. I’m One of the Reasons Lewisville is a Great Place to Live – This is a prestigious award given to individuals with significant contributions to the Town.
  - iii. The development of a citizen award that could be given for residents who do something good was discussed. Town staff will research citizen award policies.
- B. Commitments
  - i. Manager Ayers explained the agenda process stating 1) staff prepares the framework, 2) staff meets with the Mayor monthly, 3) the Mayor sets the agenda, and 4) Council adopts the agenda.
  - ii. Board members were cautioned to be careful when meeting with developers one-on-one.
  - iii. It was noted that residents can approach either staff or Council. Council needs to interact with constituents and staff wants residents to feel comfortable coming to Town Hall. Mayor Horn noted that Council listens to residents and staff solves issues. Council Member Welch concurred stating the Town has a good staff that can handle issues as they arise.

- 4. Communications Plan Update** – Manager Ayers shared that the Town’s proposed communications plan is being developed. The plan will include templates for weather-related events, closings, etc. Ms. Leasure has developed a catalog of stock photos that can be used. Event promotions are intentional and all are not advertised the same. Mr. Hanna noted door hangers are being used to inform residents of projects in their area. Some discussion was held about including QR codes with some communications. A sample email format was also shared with Council.

Break 7:26 PM to 7:42 PM.

**Lewisville Town Council**  
**Council Retreat Minutes**  
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**February 17, 2024 – 9:00 AM**  
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**5. Land Holdings Update**

- A. New Map – Manager Ayers and Assistant Manager Tolbert shared updated maps reflecting Town-owned properties.
- B. Restrictions and/or uses
  - i. The Fred Moser property was gifted to be used for a public purpose.
  - ii. In the upcoming budget, staff hopes to do some work at the Town Hall Annex including moisture control. It was noted that a prior study reflected a significant cost to making the building ADA compliant.
  - iii. The playground at Shallowford Square will need to be relocated due to the Great Wagon Road improvements. Mrs. Tolbert stated the PARTF grant used to fund the playground expires June 2024 so the Town will not need PARTF approval for any changes.

**6. Projects**

- A. Update on current projects – Mrs. Tolbert updated Council on current Town projects. It was noted that project costs are coming in much higher than anticipated.
- B. Suggestions for future projects
  - i. Staff encouraged Council to relay project ideas and if staff learns of grant opportunities, they will be shared with Council.
  - ii. Manager Ayers shared the Marblehead Dam in the Willow Run Municipal Service District (MSD) will need some repairs. Preliminary cost estimates are \$250,000-\$500,000. Currently, the MSD has a set tax rate and reserve limit.
  - iii. Potential project ideas that were shared were: mountain bike and multi-use path on Moser property; Pump Park; Dog Park; and, an all-inclusive park.
    - a. Mrs. Tolbert stated the Moser property on Lewisville-Vienna Road is surrounded by residential homes so this may not be an ideal location for a dog park.
  - iv. Council's desire for more collaboration in the northern portion of Town was shared. A mixed-use agricultural venture or farmer's market was suggested.
  - v. It was also suggested maybe a farmer's market or community garden on the Fred Moser property. Manager Ayers noted a community garden was last on the list for the PARTF project.
  - vi. A community forum with the Vienna community was suggested to determine what they would like in that area.
- C. Project prioritization – Current project prioritization has been based upon feedback from the 2019 community survey as well as funding opportunities. Collaboration with Forsyth County and others will continue on projects.

**7. For the Good of the Order** – No items.

- 8. Recess** – Council Member Sadler moved to recess the meeting at 9:10 PM and to reconvene at 9:00 AM on February 17, 2024. Council Member Welch seconded the motion and motion passed unanimously.

**Lewisville Town Council**  
**Council Retreat Minutes**  
**February 16, 2024 – 6:00 PM**  
**February 17, 2024 – 9:00 AM**  
**Mary Alice Warren Community Center – Magnolia Room**

9. **Call to Order** – 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, Assistant Town Manager/Planning Director Stacy Tolbert, Finance Director Pam Orrell, Public Works Director Jon Hanna, and Town Clerk Dora Moore.

10. **Public Art Advisory Committee**

- The inaugural art show was well-attended and people continue to visit MAWCC to view the showing.
- A youth art show is being planned for May 2024.
- The committee previously applied for a \$10,000 Shallowford Foundation grant. The Shallowford Foundation challenged the committee to find \$5,000 to match a \$5,000 grant. A great deal of discussion was held on how the committee could raise the matching funds.
- The committee would like to apply for another grant with the Shallowford Foundation for \$2,500 for a mural to be placed at the coffee bar. The mural will be done by kids with adult instruction. An image would be projected onto panels and art instructors would oversee the painting of the panels. Council consensus was given for the committee to pursue the grant.
- Additional hanging systems at MAWCC is a requested budget item.
- The committee also requested funding for commissioned art. Manager Ayers noted that he is worried about budget constraints so this may not be included in the proposed budget.

11. **Community Center Protocols**

- Manager Ayers shared information related to MAWCC in terms of revenue, non-profit reservations, and private reservations for 2023-2024. It was noted that non-profit use is greater than paid reservations. Mayor Horn noted that when MAWCC was constructed it was not meant to be a money maker and inquired if that was still the Council's philosophy.
- Council and discussed occasions where no rental fee is charged for a class but the instructor charges a fee. Staff was directed to investigate options on how to address this issue.
- Council and staff discussed weekend and after-hours staffing noting this will continue to increase as the center grows. It was noted that increase usage means additional janitorial needs and staffing is required for large group rentals. Due to the variables of hours, an outside janitorial service may not be an option. Staff will continue to monitor and map the variability.
- Staff will develop an inclement weather policy.

Break 10:11 AM – 10:27 AM.

12. **Non-Profit Funding**

- A. In-Kind – Staff will review the current facility use exemption list and bring recommendations to Council. Some organizations may be removed and permitted to request one-time exemptions. The policy will also be revised to allow staff to work individually with member organizations (i.e. North Carolina League of Municipalities, Piedmont Triad Regional Council, county planning staff, etc.).

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B. Direct – Currently, there is a moratorium on grant requests by non-profit agencies. Staff will work on a revised policy. It was noted that those requesting funding can make a presentation to the committee and the committee can then share their recommendation with Council.

13. **Historic Preservation** – The Lewisville Historical Society has expressed concern that the Town is losing sight of historical preservation. The Society cited the Comprehensive Plan only has two pages related to historical preservation, when it previously had six pages. Historical preservation was low on the community survey and is reflected accordingly in the Comprehensive Plan. The Town’s support and contributions to the Nissen House since 2008 was discussed.

Break 11:47 AM – 12:13 PM.

14. **Streets and Roads**

A. Gate request – Lewisville Fire Chief Darin Needham has requested a swing gate be installed at Conrad and Grapevine Roads. It was noted that a portion of Conrad Road floods during heavy rains. With the last event, barricades were set up but motorists moved them and a motorist had to be rescued from the flood water. This is a NC Department of Transportation Road and the issue will be discussed with them.

B. Acceptance of new roads – Mr. Hanna demonstrated current issues with some Town-maintained roads noting there is a mixed-bag of issues throughout Town. He shared that some roads are deteriorating quicker than they should. Staff is reviewing the Town’s current street acceptance policy and will develop a new policy for Council consideration.

Council Member Sadler left the meeting at 12:46 PM.

C. Easements and encroachments – Due to sedimentation issues near Lake Desmond, the Town’s only access is along the edge of properties with forebays. The Town has no access from the lake to the road. Council concurred sedimentation needs to be addressed so staff will try to negotiate access.

D. Traffic and speed management – The Town has received several complaints regarding speeding in Shallowford Lakes and motorists using the neighborhood as a cut through to Lewisville-Vienna Road. Speed trailers and saturation patrols have been used to help deter issues. The Town’s current traffic mitigation policy is 15-20 years old and needs to be revised.

Council Member Sadler returned at 1:25 PM.

E. Stormwater – This item was not discussed.

15. **Leadership Programs** – Mrs. Moore shared the staff’s desire to focus the annual Student Leadership session towards high school students versus middle and high school students. Council consensus was given to support this endeavor. Staff will communicate with local high school administrations to determine how this program should be developed and promoted.

16. **Boards and Committees** – This item will be discussed at a future agenda briefing.



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**February 17, 2024 – 9:00 AM**  
**Mary Alice Warren Community Center – Magnolia Room**

**17. For the Good of the Order**

Mayor Pro Tem Hunt inquired if other members of the Council and staff could make introductions at community events. A signup poll will be sent to the Council.

**18. Adjournment** – Having no other business to discuss, Council Member Sadler moved to adjourn the meeting at 2:08 PM. Council Member Huffman seconded the motion and motion passed unanimously.

ATTEST:

\_\_\_\_\_  
Mike Horn, Mayor

\_\_\_\_\_  
Dora K. Moore, Town Clerk

DRAFT

**Lewisville Town Council**  
**Briefing and Action Meeting Minutes**  
**March 7, 2024 – 6:00 PM**  
**Lewisville Town Hall 2<sup>nd</sup> Floor Conference Room**  
**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, Julia Puckett, Ken Sadler 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. Council Member Monte Long was absent.
- B. Adoption of Agenda – Council Member Huffman moved to approve the agenda. The motion was seconded by Council Member Puckett and approved unanimously.

**2. Items Requiring Council Direction**

- A. Nissen House property conveyance – Manager Ayers reported the Lewisville Historical Society would like for the Nissen House property to be conveyed to the Historic Nissen House, Inc. Council consensus was to place this item on the March 14 agenda.
- B. Robinhood Road Roundabout property donation – The property owners of a parcel at the Robinhood Road Roundabout are proposing to accept the right-of-way proposal and to donate the remainder of the property to the Town. The property has five heirs and there are no apparent environmental issues. Council consensus was to add this item to the March 14 agenda.
- C. BAC update
  - i. Council and staff discussed ways in which Council can be more involved with the interview process for board appointments next year. It was also discussed that a committee could share information with Council quarterly allowing face-to-face interaction between Council and the committee members.
  - ii. Manager Ayers reported the Environmental and Beautification committees continue to collaborate on events. Staff will continue evaluating the committees and merging of the two will be discussed at the end of the season.
  - iii. In terms of the Public Safety Advisory Committee, Manager Ayers reiterated that most tasks charged to the committee are now handled by Town staff or other professional agencies. Council had suggested the committee serve in a more educational role. It was noted that all educational materials can be obtained from other agencies and that Lewisville Fire Department has offered to submit safety articles for the newsletter since they already have this information. Staff was asked to research what other municipalities are doing in terms of a public safety committee. Council consensus was to pause the Public Safety Committee.
  - iv. Council consensus was to change Parks & Recreation Advisory Board to a committee when charter changes are done.
  - v. Also during charter reviews, staff will develop membership cap recommendations; address family and same household members on the same committee; and, develop a more defined attendance policy. It was noted that a grandfather clause related to membership will be needed.
- D. Volunteer Appreciation event – A collaboration and appreciation event will be scheduled.

**3. Items Requiring Action at Briefing**

- A. Resolution 2024-010 – Directing Clerk to investigate annexation petition – 2065 Glenn Ferry Court – Mayor Pro Tem Hunt moved to approve Resolution 2024-010. The motion was seconded by

Council Member Puckett and approved unanimously. (*Resolution 2024-010 is herein incorporated by reference into the minutes.*)

#### 4. Administrative Reports

##### A. Manager/Assistant Town Manager

- i. Unified Development Ordinance (UDO) project update – Mrs. Tolbert updated Council on the UDO rewrite process. The rewrite is to clarify areas and make the ordinance user-friendly. Tree ordinance regulations are also being researched. The Planning Board will begin reviewing changes at their April 10 meeting. Once they have reviewed and made recommendations, the information will be shared with Council. Since the ordinance is law, public involvement is different. The information will be shared with the public in ways to explain and educate.
- ii. Cybersecurity – The agreement with North Carolina League of Municipalities has been updated and the Town will begin receiving training soon.

##### B. 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 seven months ended January 31, 2024
- ii. Approval of Agenda Briefing Minutes – February 1, 2024
- iii. Approval of Regular Meeting Minutes – February 8, 2024

##### B. Introductions, Recognitions, Presentations and/or Proclamations

- i. Presentations
  - a. Sheriff's Office monthly report
- ii. Proclamation
  - a. Proclamation 2024-001 – March for Meals Month

##### C. Public Hearings

- i. Rezoning – L-108 – Michael Todd, 903 Forge Way
  - a. Staff presentation
  - b. Public Hearing
  - c. Council discussion
  - d. Council consideration – Ordinance 2024-001 – Change zoning from RS-20 to RS-9 – Michael Todd, 903 Forge Way
    1. 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.
- ii. Rezoning – L-107 – Shallowford Road Driving Range
  - a. Staff presentation
  - b. Public Hearing
  - c. Council discussion
  - d. Council consideration – Ordinance 2024-002 – Change zoning from Forsyth County RS-40 to Town of Lewisville HB-C – Shallowford Road Driving Range
    1. The applicant is requesting this property be rezoned for a golf driving range with a 4,500 square foot shop/maintenance/retail space, chipping tee, and putting area.

The proposal shows possible lighting but the applicant is willing to remove the lighting and operate only during daylight hours. There is a creek on the property and the applicant is working with the Army Corps of Engineers but they have not received approval yet. Due to this, the applicant is requesting a continuance because if they are unable to obtain a permit, there will be no driving range. Since the public hearing has been advertised and letters mailed per North Carolina General Statutes, the public hearing will have to be opened and Council consider the applicant's request for continuance. This rezoning request is contingent upon annexation.

- 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
    - 1. This request is for a non-contiguous annexation.

Break 8:09 PM to 8:17 PM.

- 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 – This item was removed from the agenda.
- E. New Business
  - i. Resolution 2024-012 – Plemmons Road (a portion) Abandonment Request
    - a. Mrs. Tolbert explained this portion of Plemmons Road is part of the Lissara property annexed in 2023. The developer had already begun the abandonment process with Forsyth County and North Carolina Department of Transportation (NCDOT). Since the road is now in the town, NCDOT is requesting the Town to concur with Forsyth County's approval for abandonment.

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

- A. Mayor Horn moved to enter into closed session for personnel pursuant to NCGS 143-318.11(a)(6). The motion was seconded by Council Member Welch and approved unanimously.
- B. Council returned from closed session at 9:26 PM.

7. **For the Good of the Order**

A. Mayor Horn discussed soliciting financial assistance from Representative Zenger regarding the Shallowford Square Area Redevelopment & Preservation Plan. Council Members Sadler and Huffman volunteered to assist.

8. **Adjournment** – Council Member Huffman moved to adjourn the meeting at 9:36 PM. The motion was seconded by Council Member Puckett and approved unanimously.

ATTEST:

\_\_\_\_\_  
Mike Horn, Mayor

\_\_\_\_\_  
Dora K. Moore, Town Clerk

DRAFT



**B. Proclamation**

- i. Proclamation 2024-001 – March for Meals Month – Council Member Puckett moved to approve Proclamation 2024-001. The motion was seconded by Council Member Huffman and approved unanimously. (*Proclamation 2024-001 is herein incorporated by reference into the minutes.*)

**4. Public Forum**

- A. Karen Wilson, 151 Strupe Road, expressed concern with the proposed Shallowford Road driving range rezoning and annexation request in terms of communication and signage as well as the proposed lighting.
- B. Lang Wilcox, 1210 Forest Wood Drive, expressed concern that the plan for the Shallowford Road driving range rezoning request has advanced so far stating it runs contrary to everything done in this area and Lewisville.
- C. Russel Wilson, 151 Strupe Road, passed on speaking.
- D. Mayor Horn stated the Council anticipates the petitioner to request a continuance on their requests.

**5. Public Hearings**

- A. Rezoning – L-108 – Michael Todd, 903 Forge Way
  - i. Staff presentation
    - a. Mrs. Tolbert stated the property owner is requesting to be rezoned 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. Property adjoining this lot is currently RS-9. At their January 10, 2024 meeting, the Planning Board recommended approval of the request.
  - ii. Public Hearing
  - iii. Council discussion
  - iv. Council consideration – Ordinance 2024-001 – Change zoning from RS-20 to RS-9 – Michael Todd, 903 Forge Way
    - a. Mayor Pro Tem Hunt moved to approve Ordinance 2024-001. The motion was seconded by Council Member Long and approved unanimously. (*Ordinance 2024-001 is herein incorporated by reference into the minutes.*)
- B. Rezoning – L-107 – Shallowford Road Driving Range
  - i. Staff presentation
    - a. Mrs. Tolbert informed Council the applicant is requesting the public hearing to be postponed because the applicant is awaiting a federal permit from the Army Corp of Engineers. It is hoped the permit will be given by August 2024. Mrs. Tolbert noted that with a continuation staff is not required to send notifications; however, staff protocol is to send notifications to all property owners within 500 feet of the rezoning request. Council Member Welch expressed concern with waiting too long. Council Member Huffman made a motion to continue the public hearing for the Shallowford Road driving range rezoning request until August 2024. The motion was seconded by Council Member Sadler. Council Members Huffman, Long, Puckett and Sadler voted in favor. Mayor Horn, Mayor Pro Tem Hunt and Council Member Welch voted against. Motion passed 4-3.
  - ii. Public Hearing
  - iii. Council discussion
  - iv. Council consideration – Ordinance 2024-002– Change zoning from Forsyth County RS-40 to Town of Lewisville HB-C – Shallowford Road Driving Range



C. Annexation – Shallowford Road Driving Range

i. Staff presentation

a. Mrs. Tolbert informed Council the applicant is also requesting this public hearing to be continued until August 2024. Mayor Pro Tem Hunt inquired if the applicant will have their information in August. Mrs. Tolbert stated that is what the applicant has been advised. Council Member Huffman made a motion to continue the public hearing for the Shallowford Road driving range annexation request until August 2024. The motion was seconded by Council Member Sadler. Council Members Huffman, Long, Puckett and Sadler voted in favor. Mayor Horn, Mayor Pro Tem Hunt and Council Member Welch voted against. Motion passed 4-3.

ii. Public Hearing

iii. Council discussion

iv. Council consideration – Ordinance 2024-003 – Extend the Town of Lewisville corporate limits to include Shallowford Driving Range

6. Appointment(s)

A. Boards

i. Parks, Recreation and Cultural Development (Appoint 3)

<b>Parks &amp; Recreation</b>	<b>Rebecca Brown</b>	<b>Stuart Chamberlin</b>	<b>Scott Herzog</b>	<b>Elizabeth Johnson</b>	<b>Bernice Perzel</b>	<b>Braden Romer</b>
Horn		1		1		1
Huffman		1	1			1
Hunt		1		1		1
Long	1		1		1	
Puckett	1		1	1		
Sadler		1		1		1
Welch	1			1		1
<b>TOTAL</b>	<b>3</b>	<b>4</b>	<b>3</b>	<b>5</b>	<b>1</b>	<b>5</b>

a. Stuart Chamberlin, Elizabeth Johnson and Braden Romer were appointed to the Parks, Recreation & Cultural Development Board.

ii. Planning (Appoint 3)

<b>Planning</b>	<b>Donald Bolar</b>	<b>Lynn Fulton</b>	<b>Ian Huffman</b>	<b>Tom Lawson</b>	<b>Marc Maready</b>	<b>Kirk Rieger</b>	<b>Stephan Shipe</b>	<b>Jason Ward</b>
Horn		1		1	1			
Huffman			1	1	1			
Hunt		1		1	1			
Long		1	1	1				
Puckett		1		1	1			
Sadler	1			1	1			
Welch		1		1				1
<b>TOTAL</b>	<b>1</b>	<b>5</b>	<b>2</b>	<b>7</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>1</b>

a. Lynn Fulton and Tom Lawson were appointed to full-terms on the Planning Board.

b. Marc Maready was appointed to fill an unexpired term on the Planning Board.

iii. Willow Run Municipal Service District

a. Area 1 (Appoint 1)

<u>Willow Run MSD</u> <b>Area 1</b>	<b>Martin Beale</b>	<b>Bob Crippen</b>
Horn		1
Huffman	1	
Hunt	1	
Long	1	
Puckett	1	
Sadler	1	
Welch	1	
<b>TOTAL</b>	<b>6</b>	<b>1</b>

1. Martin Beale was reappointed to Area 1 of the Willow Run Municipal Service District Board.

b. Area 2 (Appoint 1)

<u>Willow Run MSD</u> <b>Area 2</b>	<b>Kirk Rieger</b>
Horn	
Huffman	1
Hunt	1
Long	1
Puckett	1
Sadler	1
Welch	1
<b>TOTAL</b>	<b>6</b>

1. Kirk Rieger was reappointed to Area 2 of the Willow Run Municipal Service District Board.

c. Area 4 (Appoint 1)

<u>Willow Run MSD</u> <b>Area 4</b>	<b>Denise Criss</b>
Horn	
Huffman	1
Hunt	1
Long	1
Puckett	1
Sadler	1
Welch	1
<b>TOTAL</b>	<b>6</b>

1. Denise Criss was reappointed to Area 4 of the Willow Run Municipal Service District Board.

- iv. Zoning Board of Adjustments
  - a. Permanent Member (Appoint 1)
  - b. Alternate Member (Appoint 1)

<u>Zoning Board of Adjustments</u>	Lynn Fulton	Drew Flannigan	Brian Graveley
Horn			
Huffman	1	1	
Hunt		1	1
Long	1		1
Puckett		1	1
Sadler	1	1	
Welch		1	1
<b>TOTAL</b>	<b>3</b>	<b>5</b>	<b>4</b>

1. Due to Lynn Fulton being appointed to the Planning Board, current alternate board member Kirk Rieger would become a permanent member of the Zoning Board of Adjustments.
2. Drew Flannigan was reappointed to serve as an alternate member of the Zoning Board of Adjustments.
3. Brian Graveley was appointed to serve as an alternate member of the Zoning Board of Adjustments.

B. Committees

- i. Beautification
  - a. Appointment Order 2024-001 – Council Member Puckett moved to approve Appointment Order 2024-001. The motion was seconded by Council Member Huffman and approved unanimously. *(Appointment Order 2024-001 is herein incorporated by reference into the minutes.)*
- ii. Environmental Conservation & Sustainability
  - a. Appointment Order 2024-002 – Council Member Welch moved to approve Appointment Order 2024-002. The motion was seconded by Council Member Huffman and approved unanimously. *(Appointment Order 2024-002 is herein incorporated by reference into the minutes.)*
- iii. Public Art Advisory (Appoint 1)

<u>Public Art Advisory Committee</u>	John Armbruster
Horn	
Huffman	1
Hunt	1
Long	1
Puckett	
Sadler	1
Welch	1
<b>TOTAL</b>	<b>5</b>

- a. John Armbruster was appointed to fill the unexpired term on the Public Art Advisory Committee.

7. **Old Business** – None

8. **New Business**

- A. Resolution 2024-012 – Plemmons Road (a portion) Abandonment Request – In 2023, the Town annexed and rezoned a portion of Lissara whereby 225 feet of Plemmons Road was in Forsyth County’s jurisdiction at the time. The annexation and rezoning occurred before the abandonment process was completed. Even though Plemmons Road is state-maintained, the Town was requested to adopt a resolution of concurrence. Mayor Pro Tem Hunt moved to approve Resolution 2024-012. The motion was seconded by Council Member Puckett and approved unanimously. *(Resolution 2024-012 is herein incorporated by reference into the minutes.)*
- B. Resolution 2024-014 – Robinhood Road property donation acceptance – Manager Ayers reported one parcel of property owners adjacent to the Robinhood Road roundabout project, whereby the Town is purchasing right-of-way and easements, has contacted the Town about the possible donation of the remaining land. Town Council only authorized the Town Manager to acquire easements and rights-of-way. There are no deed restrictions on the property. Council Member Puckett moved to approve Resolution 2024-014. The motion was seconded by Council Member Long and approved unanimously. *(Resolution 2024-014 is herein incorporated by reference into the minutes.)*
- C. Interim Manager appointment – With the retirement of Manager Ayers, the Town needs to appoint an interim manager and Mayor Horn recommended appointment of Assistant Town Manager/Planning Director Stacy Tolbert. Mayor Pro Tem Hunt made a motion to appoint Assistant Town Manager/Planning Director Stacy Tolbert as interim town manager at the same pay consideration as before. The motion was seconded by Council Member Puckett and approved unanimously.

9. **Administrative Reports**

- A. Upcoming events and closings
  - i. Town Offices closed – March 29 – Good Friday
  - ii. Blood Drive – April 10, 1-5 PM, MAWCC
  - iii. Lewisville Earth Day – April 13, Shallowford Square
  - iv. Bulky Pickup – April 15
- B. Clerk’s Report
  - 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
- C. Approvals at the Briefing and Action Meeting on March 7, 2024
  - i. Resolution 2024-010 – Directing Clerk to investigate annexation petition – 2065 Glenn Ferry Court

10. **For the Good of the Order**

- A. Public comments – None
- B. Presentation to outgoing Town Manager James Ayers
  - i. Mayor Horn presented a plaque of appreciation to Manager Ayers. He noted that Manager Ayers never skipped a beat and desired to do things correctly.
  - ii. Mayor Pro Tem Hunt expressed appreciation for Manager Ayers’ professionalism, collaboration, attention to detail, and representation of the Town.
  - iii. Council Member Welch also expressed gratitude for Manager Ayers’ attention to detail and professionalism.

- iv. Council Member Puckett has been impressed and comforted by Manager Ayers' professionalism noting he has a way of making people feel comfortable.
- v. Council Member Long also thanked Manager Ayers' for his professionalism, kindness and attention to detail.
- vi. Council Member Huffman noted that Manager Ayers' position is similar to that of a Chief Executive Officer (CEO) in the corporate realm.
- vii. Council Member Sadler feels it is unfortunate the Town will lose Manager Ayers.
- viii. All of the Council extended well wishes to Manager Ayers on his retirement.

Break 7:15 PM to 7:31 PM.

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

- A. Council Member Welch made a motion to enter into closed session per NCGS 143-318.11(a)6 at 7:32 PM. The motion was seconded by Council Member Monte Huffman and approved unanimously.
- B. Council returned from closed session at 8:50 PM.

**12. Adjournment** – Council Member Huffman moved to adjourn the meeting at 8:50 PM. The motion was seconded by Council Member Long and approved unanimously.

ATTEST:

\_\_\_\_\_  
Mike Horn, Mayor

\_\_\_\_\_  
Dora K. Moore, Town Clerk



**PROCLAMATION 2024-002  
HISTORIC PRESERVATION MONTH  
MAY 2024**

**WHEREAS**, the Town of Lewisville joins cities and counties across the United States in a nationwide celebration of Historic Preservation Month; and,

**WHEREAS**, historic preservation is an effective tool for economic development, tourism promotion, revitalizing neighborhoods, fostering local pride, and maintaining community character while enhancing livability; and,

**WHEREAS**, Historic Preservation Month is sponsored by the Forsyth County Historic Resources Commission; and,

**WHEREAS**, the Historic Resource Commission's mission is to protect and enrich the county's cultural, historical, architectural, and archaeological heritage through the identification, designation, and preservation of historic resources; and,

**WHEREAS**, the Historic Resource Commission strives to promote the use and conservation of historic properties for the education, pleasure, and enrichment of Forsyth County residents; and,

**WHEREAS**, the Historic Resource Commission strives to educate the public about the history of Forsyth County's built environment, both extant and gone; and to amplify the voices and stories of persons and places traditionally excluded from the historic preservation narrative; and,

**WHEREAS**, the Commission encourage members of the community to participate in creative and fun events related to historic preservation as a way to celebrate Preservation Month 2024, and,

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor and Town Council in Lewisville do hereby declare the month of May 2024 as Historic Preservation Month and call upon the residents of Lewisville to join hundreds of communities across the United States in recognizing and participating in this special observance.

**BE IT FURTHER RESOLVED** that proclamation be spread upon the minutes of the Town of Lewisville and that a copy be furnished to the Forsyth County Historic Resources Commission.

Adopted this 11<sup>th</sup> day of April 2024.

---

Mike Horn, Mayor



**RESOLUTION 2024-013 OF THE LEWISVILLE TOWN COUNCIL  
APPROVING THE CONVEYANCE OF THE HISTORIC NISSEN HOUSE FROM THE LEWISVILLE  
HISTORICAL SOCIETY TO THE HISTORIC NISSEN HOUSE, INC.**

**WHEREAS**, the Town leased Town-owned property at 213 Arrow Leaf Drive to the Lewisville Historical Society for the relocation of the Historic Nissen House in 2008; and,

**WHEREAS**, the Town conveyed the real property to the Lewisville Historical Society on November 14, 2019; and,

**WHEREAS**, conveyance of the property included the Town retaining maintenance of a portion of Lucy Lane, a Town-maintained road, that crosses the property; and,

**WHEREAS**, conveyance of the property also included a reversion clause whereby the property and all improvements erected on the property reverted to the Town should the Lewisville Historical Society cease to operate the property as a historically preserved property or other non-profit use; and,

**WHEREAS**, Lewisville Historical Society desires to convey the Historic Nissen House property to Historic Nissen House, Inc.

**NOW, THEREFORE BE IT RESOLVED THAT THE LEWISVILLE TOWN COUNCIL** formally agrees to the conveyance of the Historic Nissen House and property located at 213 Arrow Leaf Drive from the Lewisville Historical Society to Historic Nissen House, Inc. The Interim Town Manager, or their designee, is authorized to sign documents needed to approve the conveyance.

Adopted this the 11<sup>th</sup> day of April 2024 by the Lewisville Town Council.

ATTEST:

\_\_\_\_\_  
Mike Horn, Mayor

\_\_\_\_\_  
Dora K. Moore, Town Clerk



**CERTIFICATE OF SUFFICIENCY  
2065 Glenn Ferry Court**

To the Town Council of the Town of Lewisville, North Carolina:

I, Dora K. Moore, Town Clerk, do hereby certify that I have investigated the attached petition and hereby make the following findings for the annexation request for 2065 Glenn Ferry Court:

1. The petition contains an adequate property description of the area proposed for annexation in the form of metes and bounds.
2. The area described in the petition is contiguous to the Town of Lewisville's primary corporate limits, as defined by NCGS 160A-31 and 160A-58.1.
3. The petition is signed by and includes the address(es) of all owners of real property lying in the area described therein.
4. Other findings: none.

In witness whereof, I have hereunto set my hand and affixed the Town of Lewisville seal, this the 27<sup>th</sup> day of March 2024.



Dora K. Moore  
Town Clerk





**RESOLUTION 2024-016 OF THE TOWN OF LEWISVILLE  
SETTING PUBLIC HEARING TO RECEIVE COMMENTS ON  
UDO L-109 REZONING REQUEST BY BRADY ALLEN, 2065 GLENN FERRY COURT,  
TO REZONE ANNEXED PROPERTY FROM  
RS-30 FORSYTH COUNTY JURISDICTION TO RS-30 LEWISVILLE JURISDICTION**

**WHEREAS**, the Lewisville Planning Board held its public hearing on April 10, 2024; and,

**WHEREAS**, Chapter 160D-601 of the North Carolina General Statutes (NCGS) provides that the public notices be given when adopting or amending ordinances pertaining to planning and development; and,

**WHEREAS**, NCGS 160D-601 requires that a notice of a public hearing be published twice in a newspaper having general circulation in the municipality not less than 10 days nor more than 25 days before the date fixed for the public hearing; and,

**NOW THEREFORE BE IT RESOLVED BY THE LEWISVILLE TOWN COUNCIL** sets a public hearing to be conducted on June 13, 2024 at 6:00 PM in the Lewisville Town Hall located at 6510 Shallowford Road for the purpose of receiving public comment concerning this request.

Adopted this the 11<sup>th</sup> day of April 2024 by the Lewisville Town Council.

\_\_\_\_\_  
Mike Horn, Mayor

ATTEST:

\_\_\_\_\_  
Dora K. Moore, Town Clerk

## **GENERAL USE DISTRICT REZONING STAFF REPORT**

### **2065 Glenn Ferry Court**

**DOCKET:** L-109  
**STAFF:** Adam Barr, Planner  
**Petitioner:** Brady Allen  
**Ownership:** Brady Allen

#### **REQUEST:**

**From:** RS-30 (Residential Single Family, minimum lot size of 30,000 sq. ft.) Forsyth County Zoning  
**To:** RS-30 (Residential Single Family, minimum lot size of 30,000 sq. ft.) Lewisville Zoning  
**PIN(s):** 5887-32-3982  
**Acreage:** 1.67 ac

#### **LOCATION:**

**Street(s):** Glenn Ferry Ct  
**Jurisdiction:** Town of Lewisville (pending annexation)

#### **PROPERTY SITE/IMMEDIATE AREA:**

Existing Structures on Site: The site is currently occupied by a single family home.

#### Adjacent uses:

- \* North – Single family residences, zoned RS-30
- \* East - Single family residences, zoned RS-30
- \* South - Single family residences, zoned RS-30
- \* West - Single family residences, zoned RS-30

#### **GENERAL AREA:**

Character/Maintenance: The area is comprised entirely of single-family residence and lots.

#### **PHYSICAL FEATURES:**

Topography: The site slopes from north to south towards Glenn Ferry Ct.  
Vegetation/habitat: The property is residential and wooded.  
Watershed: The property is currently within the Yadkin River WS IV watershed.

#### **WATER AND SEWER FACILITIES:**

The site is served by well and septic.

#### **TRANSPORTATION:**

Direct Access to Site: Glenn Ferry Ct  
Street Classification(s): Glenn Ferry Ct – Private street

#### **CONFORMITY TO ORDINANCE/PLANS:**

*Lewisville Tomorrow Comprehensive Plan*- The Comprehensive Plan's Future Land Use Map identifies the areas in the town that is closest to the property as Neighborhood Residential. Neighborhood Residential accounts for many of the suburban-style, lower-density residential areas that have been built during the past 20 years. While most of the existing neighborhoods have a uniform housing type, future

Neighborhood Residential areas should promote a mixture of housing sizes and prices as well as efficient neighborhood design, where appropriate. Neighborhood Residential areas of the future could include single-family homes and townhomes in a clustered design.

*Legacy Development Guide* - Legacy recognizes this area as being in GMA-5 Rural Area. GMA-5 Rural Area is located at the fringes of Forsyth County and is beyond the area that can be provided with public sewer and other services in a cost-effective manner. This area is intended to remain very low density residential and agricultural in character.

**ANALYSIS:**

*As described in NC § 160D-202(g): When a city annexes, or a new city is incorporated in, or a city extends its jurisdiction to include, an area that is currently being regulated by the county, the county development regulations and powers of enforcement shall remain in effect until (i) the city has adopted such development regulations or (ii) a period of 60 days has elapsed following the annexation, extension, or incorporation, whichever is sooner. Prior to the transfer of jurisdiction, the city may hold hearings and take any other measures consistent with G.S. 160D-204 that may be required in order to adopt and apply its development regulations for the area at the same time it assumes jurisdiction.*

The zoning district classifications contained in the Zoning Ordinances of Forsyth County and the Town of Lewisville are very similar and the permitted uses and development standards are in most cases equivalent, if not identical. The purpose of this zoning map amendment is to continue a similar type of zoning within the Town of Lewisville as previously applied under Forsyth County jurisdiction.

This request is a general use rezoning for the purposes of accepting a Lewisville zoning district due to annexation.

**RECOMMENDATION:**

The proposal is consistent with both the Lewisville Comprehensive Plan and Forsyth County Legacy Plan. Given these findings and other supporting information found in this report, staff recommends the rezoning to the Planning Board.

# L-109 REZ 2065 Glenn Ferry Court

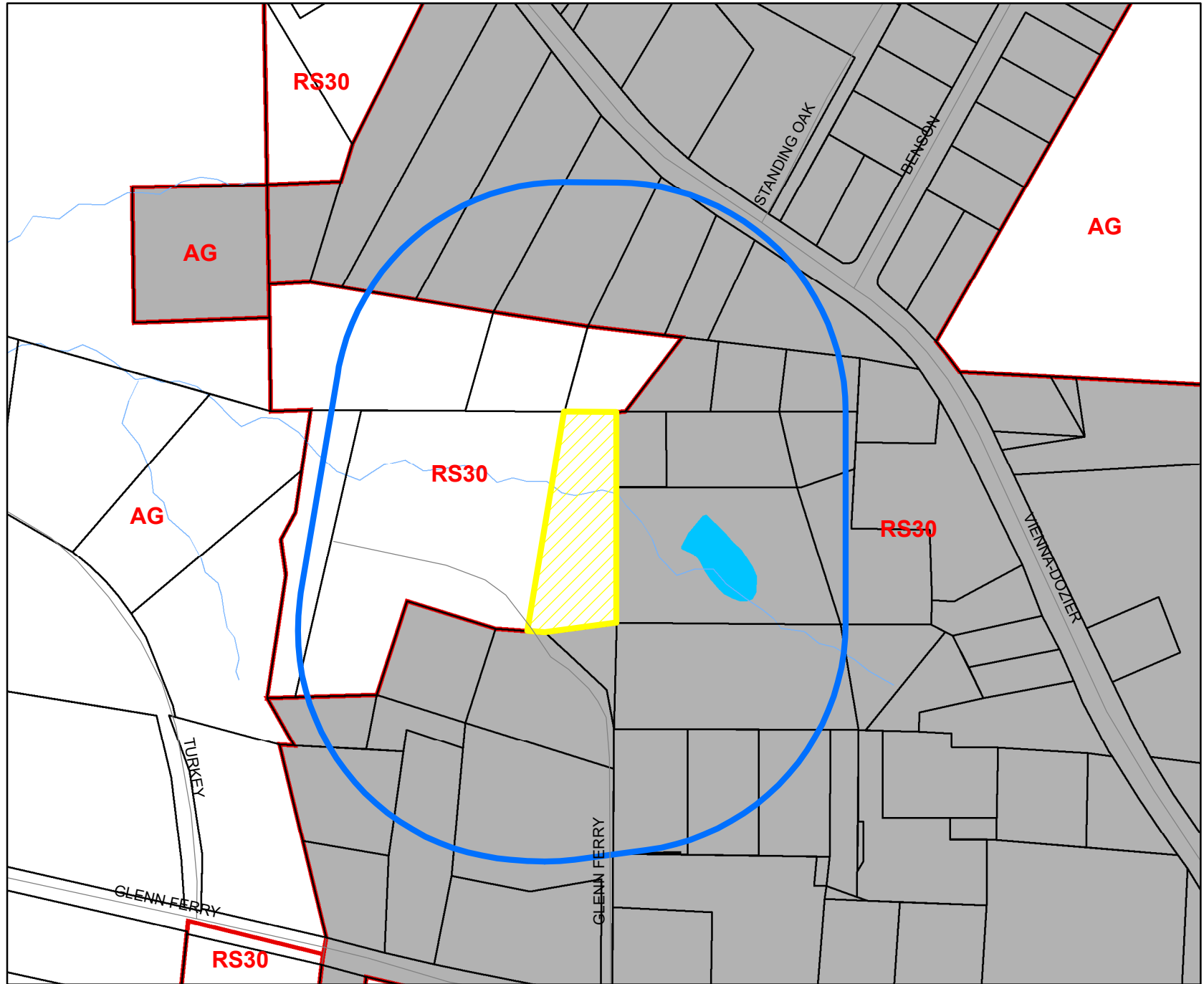
**Legend**

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

PIN(s):  
5887-32-3982



1 inch = 300 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



**RESOLUTION 2024-017 OF THE TOWN OF LEWISVILLE  
FIXING DATE OF PUBLIC HEARING ON QUESTION OF ANNEXATION  
PURSUANT TO NCGS 160A-31**

**WHEREAS**, a petition requesting annexation of the area described herein has been received; and,

**WHEREAS**, the Lewisville Town Council has by resolution directed the Town Clerk to investigate the sufficiency of the petition; and,

**WHEREAS**, certification by the Town Clerk as to the sufficiency of the petition has been made.

**NOW THEREFORE BE IT RESOLVED BY THE LEWISVILLE TOWN COUNCIL** that:

Section 1. A public hearing on the question of annexation of the area described herein will be held at the Lewisville Town Hall located at 6510 Shallowford Road on June 13, 2024 at 6:00 PM.

Section 2. The area proposed for annexation is described as follows:

PIN 5887-32-3982 – 2065 Glenn Ferry Court, Pfafftown, NC 27040

**OFFICIAL METES AND BOUNDS FOLLOW:**

LYING AND BEING in Vienna Township, Forsyth County, North Carolina, and BEGINNING at stone, the southeast corner of the property of Seymour T. Solomon, now or formerly (Book 1000, Page 1, Forsyth County Registry); thence with the eastern property line of said Solomon, now or formerly, the following Five (5) courses and distances: (1) North 10° 19' 25" East 270.66 feet to an existing iron pipe; (2) North 06° 27' 02" West 77.89 feet to an existing iron pipe; (3) North 29° 34' 08" East 66.84 feet to an existing pipe; (4) North 10° 07' 15" East 91.77 feet to an existing iron pipe and (5) North 10° 10' 33" East 134.94 feet to an existing iron pipe located in the southern property line of Alice S. Phillips, now or formerly (81 E 887/ 1-1-83, Forsyth County); thence with the southern property line of said Phillips, now or formerly; South 87° 58' 53" East 666.75 feet to an existing iron pipe, the northwest corner of the property of James E Minick, now or formerly (Book 1333, Page 936, Forsyth County Registry); thence from said iron South 01° 35' 42" West 460.25 feet to an existing iron pipe, the northeast corner of the property of Jay R. Harmel, now or formerly (Book 1667, Page 1028, Forsyth County Registry); thence with the northern property line of said Harmel, now or formerly, South 84° 04' 19" West 156.07 feet to an existing iron pipe; thence North 84° 06' 05" West, crossing a 10' gravel drive, 109.22 feet to an existing iron pipe, the northeast corner of the property of Wallace G. Getchell, now or formerly (Book 1627 Page 902, Forsyth County Registry); thence with the northern property line of said Getchell, now or formerly, North 71° 02' 15" West 202.77 feet to an existing iron pipe, the northwest corner of said Getchell property; thence with the western property line of said Getchell, now or formerly, South 19° 30' 04" West 215.04 feet to an existing iron pipe, the southwest corner of the aforementioned Getchell property; thence with the northern property line of Clifton E. Darnell, Sr., now or formerly (Book 1654, Page 1519, Forsyth County Registry), North 89° 55' 38" West 238.80 feet to a stone, the point and place of BEGINNING and containing 8.398 acres, more

or less. Being Tax Lot 24M, a portion of Tax Lot 24N and a portion of Tax Lot 118 of Tax Block 4617, Forsyth County Tax Records. The foregoing description was taken from a plat of survey prepared by Larry L. Callahan Surveying Co., Inc.; dated 6/14/93 and entitled "Map For Cynthia R. Bennett". TOGETHER WITH AND SUBJECT TO a 30' Access Easement (Book 1021, Page 577, Forsyth County Registry) and a 25' Access Easement (Book 1410, Page 1001, Forsyth County Registry) to Glenn Ferry Road (S.R. 1441).

Section 3. Notice of the public hearing shall be published in the Winston-Salem Journal, a newspaper having general circulation in the Town of Lewisville, at least ten (10) days prior to the date of the public hearing.

Adopted this the 11<sup>th</sup> day of April 2024 by the Lewisville Town Council.

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Mike Horn, Mayor

ATTEST:

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Dora K. Moore, Town Clerk





## STAFF REPORT

ITEM:	<ol style="list-style-type: none"><li>1. ORDINANCE 2024-008</li><li>2. RESOLUTION 2024-018</li></ol>
SUBJECT:	<ol style="list-style-type: none"><li>1. BUDGET AMENDMENT INCREASING THE BUDGET FOR POWELL BILL-STREET REPAIRS AND MAINTENANCE</li><li>2. RESOLUTION APPROVING THE CONTRACT WITH HILL'S PAVING AND CONSTRUCTION, INC. FOR STREET REPAIRS ON RIDGE GATE DRIVE.</li></ol>
PREPARED BY:	PAM ORRELL, FINANCE DIRECTOR
DATE SUBMITTED:	4/4/2024

### BACKGROUND/SUMMARY:

When Town Council passed the FY 2023-2024 budget, the Powell Bill allocation from the State was unknown as the General Assembly had not approved the State's budget. For budgeting purposes, staff used the FY 2022-2023 allocation to budget revenues and expenses out of the Powell Bill Department. Subsequently, actual Powell Bill revenues came in over budget by \$41,008 for FY 2023-2024.

Repairs are needed on Ridge Gate Drive for which there is not adequate appropriations in the Powell Bill Department. Thus, staff proposes to amend the budget for Powell Bill-Street Repairs and Maintenance in the amount of \$41,008 which is the amount by which Powell Bill revenues have come in over budget.

### STAFF RECOMMENDATION AND REQUESTED ACTION:

1. Staff is requesting that Council approve Ordinance 2024-008 to amend the budget to increase the allocation for Powell Bill-Street Repairs and Maintenance by \$41,008.
2. Staff is requesting that Council approve Resolution 2024-018 approving the contract with Hill's Paving and Construction, Inc. in the amount of \$55,640 for repairs on Ridge Gate Drive.

**FISCAL IMPACT:**

See Staff Recommendation and Requested Action section above.

**ATTACHMENTS:**

1. Ordinance 2024-008
2. Resolution 2024-018



TOWN OF LEWISVILLE
Budget Amendment Ordinance 2024-008
Amending Budget Ordinance 2023-001

FINANCE DEPARTMENT USE ONLY
Budget Amendment # 13
Pam Orrell, Finance Director

Table with 6 columns: CODE, ACCOUNT DESCRIPTION, AMOUNT, CODE, ACCOUNT DESCRIPTION, AMOUNT. It shows a budget amendment for Powell Bill - Repairs and Maintenance, increasing the amount by \$41,008.00, offset by Powell Bill Revenue.

EXPLANATION: To increase the budget for street repairs and maintenance in the Powell Bill Department for the amount that Powell Bill revenues have come in over budget for FY 2023-2024.

RECOMMENDED BY: Pam Orrell, Town Finance Director

Approved and effective upon adoption this the 11th day of April, 2024 by the Lewisville Town Council.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk



**RESOLUTION 2024-018 OF THE LEWISVILLE TOWN COUNCIL  
AWARDING PAVING CONTRACT FOR STREET PAVING**

**WHEREAS**, the Town of Lewisville had a pavement condition survey completed on all town roads in August 2003 by US infrastructure of Carolina, Incorporated Consulting Engineers; and,

**WHEREAS**, an update to the 2020 has been completed; and,

**WHEREAS**, the survey determined which roads need paving attention ranking; and,

**WHEREAS**, the ranking determined the proposed streets needing immediate attention; and,

**WHEREAS**, using information from the ranking sheets, it has been determined that patching and/or repairs are needed for Ridge Gate Drive; and,

**WHEREAS**, funds to complete the project are appropriated in the 2023-001 Budget Ordinance; and,

**WHEREAS**, Hill's Paving & Construction, Inc. has bid the best price for this project.

**NOW, THEREFORE BE IT RESOLVED THAT THE LEWISVILLE TOWN COUNCIL** the Interim Town Manager is authorized to award a contract for surface treatments as specified for Ridge Gate Drive to Hill's Paving & Construction, Inc. for an amount not to exceed \$55,640.

Approved and effective this the 11<sup>th</sup> day of April 2024 by the Lewisville Town Council.

ATTEST:

\_\_\_\_\_  
Mike Horn, Mayor

\_\_\_\_\_  
Dora K. Moore, Town Clerk



**RESOLUTION 2024-019 OF THE LEWISVILLE TOWN COUNCIL  
TO PRESERVE LOCAL AUTHORITY FOR PLANNING AND ZONING**

**WHEREAS**, North Carolina has more than 532 towns and cities, the vast majority of which are small or mid-sized, and each of which has a unique identity, history, and governance; and

**WHEREAS**, although planning and zoning options in all communities must adhere to state statutes, they vary greatly, based on the desires of each community's residents and elected officials; and

**WHEREAS**, threats to the state's cities and towns can arise when developers try to convince legislators to strip local zoning requirements to meet their needs or allow them to opt out of local zoning altogether. Threats can also arise when advocates for increased housing demand that legislators support homogenization in zoning, arguing that all types of housing should be allowed everywhere; and

**WHEREAS**, like hundreds of other small- to medium-sized towns in our state, the Town of Lewisville has worked diligently since our incorporation in 1991 to craft local zoning that is responsive to the needs of residents, builders, and developers, as well as local businesses with the goal of preserving our small town rural character; to this end, members of our planning and zoning boards, as well as periodic *ad hoc* resident committees tasked with recommending updates to the town's Comprehensive Plan, have worked with residents and our Town Council to periodically update local zoning; and

**WHEREAS**, as a result, the Comprehensive Plan and land use regulations continue to evolve, incorporating new zoning options and revising others, consistent with the needs of our community. Our zoning reflects a strong commitment to individual property rights while seeking to retain the unique rural and historic character that has attracted so many residents to our beautiful town and has continued to strengthen property values; and

**WHEREAS**, we acknowledge the State of North Carolina's oversight over all state municipalities, respect the limitations and requirements established by current state statutes, and are grateful to state legislators for their dedication, and recognize their desire to address state-wide housing issues. At the same time, we believe that one-size-fits-all efforts that mandate significant changes to local zoning authority are misguided; and

**WHEREAS**, we also strongly subscribe to the governing philosophy that local decisions, particularly those that impact community planning and zoning, are best made locally by local governments who are guided by the needs and desires of their residents; and

**WHEREAS**, legislation introduced at the state level should take into consideration that broadly adopting rules and regulations state-wide may actually damage an individual community's ability to manage growth and maintain the quality of life for its existing residents; and



**RESOLUTION 2024-019 OF THE LEWISVILLE TOWN COUNCIL  
TO PRESERVE LOCAL AUTHORITY FOR PLANNING AND ZONING**

**WHEREAS**, addressing the many issues facing our state and our residents should be a partnership between state legislators and local officials creating a collaborative approach to moving our communities and state forward.

**NOW, THEREFORE, BE IT RESOLVED** that the Town Council of the Town of Lewisville urges the state legislature to work with local leaders and the North Carolina League of Municipalities prior to introducing legislation seeking to homogenize, significantly weaken, or otherwise interfere in local planning and zoning authority, on the basis that such interference threatens a town's ability to determine its unique identity and future.

In this way, the Town of Lewisville also seeks to uphold the rights and desires of all municipalities in North Carolina to self-determination within the parameters established by state statutes and in collaboration with residents as well as state and county leaders.

Adopted this 11<sup>th</sup> day of April 2024.

\_\_\_\_\_  
Mike Horn, Mayor

ATTEST:

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Dora K. Moore, Town Clerk