

Lewisville Town Council
Briefing and Action Meeting Minutes
May 2, 2019 - 6:00 p.m.

Conference Room 201 - Lewisville Town Hall - 6510 Shallowford Road

1. **Call to Order:**
 - a. Mayor Horn called the meeting to order at 6:00 p.m. Council Members present were Fred Franklin, Marci Gallman, Robert Greene, Sandra Mock, Ed Smith and Jeff Zenger. Also present were Town Manager Hank Perkins, Attorney Bo Houff, Finance Officer Pam Orrell, Planner Stacy Tolbert, Public Works Director George Hauser and Town Clerk Joyce Walker.
 - b. Adoption of Agenda
 - i. Council Member Mock moved to adopt the agenda. The motion was seconded by Jeff Zenger and approved unanimously.
2. **Guests, Introductions and Presentations for May 2, 2019**
 - a. None.
3. **Items That Require Council Direction**
 - a. None.
4. **Items Requiring Action at Briefing**
 - a. None.
5. **Unfinished Business:**
 - a. None.
6. **Administrative Reports:**
 - a. Manager's Report
 - i. GWR update
 - (1) Mr. Perkins has spoken with Connie James at the DOT regarding the widening of the GWR at North Street.
 - (a) She advised if the ROW is widened, use of the buildings during construction may not be compatible and the buildings may have to go. Owners would be compensated for removal. Any contact with the owners will be done by the DOT.
 - (b) She wanted to know if the Town had conversations with the owners or can the DOT move forward with discussions.
 - (i) No conversations by the Town.
 - (2) Mr. Zenger reminded everyone that the Planning Board had an idea to close North Street.
 - ii. Warren property update
 - (1) Mr. Perkins had discussion with Mr. Ogburn about having the tenant move and advised Mr. Perkins that he (Ogburn) had concerns about the suggestions made by Council. He had other recommendations which were discussed with Mr. Houff.
 - (a) April rent has been paid and about half of the May rent. He thinks they may be out by the 10th of May and into another of his rental properties if it will be allow to transfer the rent to the other property.

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- (b) Council was in agreement to make that change.
 - (c) The Town will settle with Mr. Ogburn.
 - (2) Fencing has been placed as requested.
 - iii. Community Center update
 - (1) Dates with various groups to meet with ADW were reviewed.
 - (a) Mr. Zenger advised that he will not be able to attend the meeting with the Council on May 20th.
 - iv. Utilities Committee update
 - (1) Chair Wilcox has resigned.
 - (2) Vice Chair now Chair Ed Rachlin has had discussions on the frequency of the meetings of the committee. Is there a need to meet as frequently? He also noted that this is a technical issue and the members are not technical.
 - (3) Council discussed having the meetings on a quarterly basis and called meetings when necessary.
 - (4) The committee will meet on the 5th of June and Council on the 6th. There should be more information at the June briefing.
 - v. Gateway Project
 - (1) The project is almost on track for time.
 - (2) The sub-contractor will be contacting the property owners for right-of-way acquisition to seek willful participation in the project.
 - (3) The company will be working with Mr. Houff to develop a right-of-way form which the Town does not have currently.
- b. Staff Reports
 - i. Attorney
 - (1) None
 - ii. Public Works
 - (1) Paving update
 - (a) Mr. Hauser discussed with the DOT crack pouring around the Square to hold up until the GWR project is started.
 - (b) Riverwood Drive will be milled from Lewisville-Vienna to Wyntfield and the contract will be presented next week. The cost for Riverwood paving will be \$189,835.88.
 - (c) There are also some potholes that will need attention.
 - (d) Arrow Leaf will be in the new budget and will be done before school starts.
 - (e) DOT will need to take care of the road at Meadow Lake and Franklin.
 - (f) Conrad Circle next to the church has also been looked at and all work will be on one contract.
 - iii. Planning
 - (1) None
 - iv. Finance
 - (1) None
 - v. Clerk
 - (1) Survey update
 - (a) As of this past Monday, 1,200 surveys have been received.

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(b) Mrs. Walker is keeping a list of returns.

7. Agenda Items for Regular Meeting on May 9, 2019

a. Tentative Agenda

i. Consent Agenda

- (1) [Resolution 2019039](#) - Acceptance and Approval of Monthly [Financials for March 2019](#)
- (2) Approval of Council Briefing and Action [Minutes - April 4, 2019](#)
- (3) Approval of Council Meeting [Minutes - April 11, 2019](#)
- (4) Approval of Council Special Meeting [Minutes - April 15, 2019](#)
- (5) Approval of Council Budget Meeting [Minutes - April 15, 2019](#)
- (6) Approval of Council Special Meeting [Minutes - April 22, 2019](#)

ii. **Introductions, Presentations and/or Proclamations**

(1) Presentations

(a) [Resolution 2019010](#) - declaring May as Historic Preservation Month

(b) Scott Rhine - PART

iii. Public Hearings

(1) None

iv. [Resolution 2019037](#) - setting a public hearing to receive comments on the 2019-2020 budget for June 13, 2019

v. [Resolution 2019042](#) - setting a public hearing for Thursday, June 13, 2019 to receive comments on changing the zoning jurisdiction from Forsyth County RS40 to Lewisville RS40-S on the 5 ft strip of land associated with the Lake at Lissara Phase II Section V that was annexed into the town in April

vi. [Resolution 2019038](#) - setting a public hearing to receive comments on the annexation request for the Lake at Lissara Phase II Section VI for Thursday, June 13, 2019 at 7:30 p.m. at the Lewisville Town Hall

vii. [Resolution 2019040](#) - setting a public hearing to receive comments on zoning case L-088 rezoning request by Lissara Partners, LLC and others to rezone annexed property from RS40 Forsyth County jurisdiction to RS40-S Lewisville jurisdiction for Thursday, June 13, 2019 at 7:30 p.m. at the Lewisville Town Hall

viii. [Resolution 2019041](#) - setting an evidentiary public hearing for Thursday, June 13, 2019 to receive comments on zoning case L-088 by Lissara Partners, LLC and others requesting a Special Use Permit for a Planned Residential Development (PRD)

(1) On the agenda for next week, above items vi, vii and viii were asked to be reordered on the agenda so that they will be Resolution 2019040, Resolution 2019041 and Resolution 2019038 with the first two contingent on the annexation.

(2) The developer will be asking for the same exemption as will Section V.

b. Approval of Tentative Agenda for regular meeting on [May 9, 2019](#)

i. Council Member Mock moved to approve the tentative agenda for May 9th. The motion was seconded by Council Member Gallman and approved unanimously.

8. For the Good of the Order:

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- a. Council Discussion
 - i. Council discussed placing information on the Town's web site for zoning related cases.
 - ii. Mr. Franklin advised that he needed to resign from the Piedmont Triad Regional Council. Mrs. Gallman is the alternate and has agreed to be the representative. Mr. Smith has agreed to be the alternate.
 - (1) Mayor Horn moved to officially make Mrs. Gallman the Town's representative to PTRC and to make Mr. Smith the alternate. The motion was seconded by Sandra Mock and approved unanimously.
 - iii. *Deaf Child* sign has been quoted and will be ordered.
 - iv. Mr. Perkins was on Yadkinville Road with a member of the DOT, JP Couch.
 - (1) The DOT says that each time they go out, there is nothing to be seen. They need to know a specific time for observation.
 - (2) A beacon will cost \$7,500.⁰⁰ and two are needed.
 - (3) Council discussed having Vienna Village utilize golf carts for crossing.
 - (4) The DOT feels the sign should fulfill a specific purpose.
 - (5) Mr. Perkins will update the manager of Vienna Village of the steps the Town has taken regarding their request.
 - v. Warren Property
 - (1) There is nothing on record at the Register of Deeds regarding any contract with Mr. Disher to do work on the Warren property.
 - (2) Liability insurance on the property is being discontinued by Mrs. Warren.
 - (3) The land is not considered farm land.
9. **Adjournment**
- a. Having no other business to discuss, Council Member Franklin moved to adjourn the meeting at 6:50 p.m. The motion was seconded by Council Member Zenger and approved unanimously.

ATTEST:

Mike Horn, Mayor

Joyce C. McWilliams Walker, Town Clerk