

**Lewisville Town Council**  
**Briefing and Action Meeting Minutes**  
**June 6, 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, Robert Greene, Sandra Mock, Ed Smith and Jeff Zenger. Council Member Marci Gallman had advised that she would be unable to attend. 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. Mayor Horn advised that additions had been made to the agenda after it was sent out.
    - (1) Items That Require Council Direction: Application for bike and pedestrian planning grant.
    - (2) Items Requiring Action at Briefing: an amendment to the Town's Alcohol Policy.
    - (3) Manager's Report: HB 971 - Privatization of ABC Stores and funding for Lewisville-Clemmons Road widening.
  - ii. With those additions noted, Council Member Franklin moved to adopt the agenda. The motion was seconded by Council Member Zenger and approved unanimously.

**2. Guests, Introductions and Presentations for June 6, 2019**

- a. None.

**3. Items That Require Council Direction**

- a. Application for bike and pedestrian planning grant
  - i. Mr. Perkins advised that the Town has received information that the State has pedestrian planning grants becoming available. The deadline is in August; however there is a webinar on June 13<sup>th</sup> for grant preparation.
    - (1) When there is a plan, it gives more points when the DOT looks at a project.
  - ii. After discussion, it was decided that staff would first participate in the webinar to gather more information and to check to see if Vienna had been included in the study by Susan Hatchell.

**4. Items Requiring Action at Briefing**

- a. Letter of support for Shallowford Road Sidewalk Project - approving the estimated cost of \$700,000.<sup>00</sup> with a 20% match by the Town in the amount of \$140,000.<sup>00</sup>
  - i. Mrs. Tolbert advised that 2 projects had been submitted for DOT *6.0 Call for Projects*, one of which is a bike/ped project that requires a 20% participation approval confirmed by the Town. This was originally submitted in 5.0. This would be an extension of sidewalk from Lowes Foods Drive to Shallowford Reserve. This requires a letter from the Town confirming participation at a 20% level.
  - ii. After discussion, Council Member Franklin moved to approve participation and to forward the letter read by Mrs. Tolbert. The motion was seconded by Council Member Smith and approved unanimously.
- b. [Resolution 2019049](#) - amending the Town of Lewisville's Alcohol Policy

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

**Conference Room 201 - Lewisville Town Hall - 6510 Shallowford Road**

- i. Parks, Recreation and Cultural Development Board and the town attorney have reviewed the amendment to the policy to allow for any distillery to provide for (their) off-premise tastings as provided by the General Statutes.
- ii. Council Member Franklin moved to approve Resolution 2019049. The motion was seconded by Council Member Smith and approved by a vote of 5-1, with Council Member Greene voting against. Resolution 2019049 is herein incorporated by reference into the minutes.

**5. Unfinished Business:**

- a. None.

**6. Administrative Reports:**

- a. Manager's Report
  - i. Warren property update
    - (1) The property is empty and all paperwork is being finalized.
      - (a) The access drive is to be closed.
      - (b) Council discussed the \$5 that was being paid to Mrs. Warren by Mr. Disher and amending the contract with Yards By Us to take care of the property.
  - ii. Community Center update
    - (1) ADW has completed the meetings with the stakeholder groups. The architects will be meeting to go over options.
      - (a) Mr. Franklin has asked to be removed from his group because of work obligations and Mr. Smith has agreed to be the replacement.
  - iii. HB 971 - Privatization of ABC Stores
    - (1) This bill proposes to privatize the entire system. The legislator feels this should be a private matter and not controlled by the State.
    - (2) Council would like to go on record to oppose because of the lost municipal revenue.
      - (a) Staff is to have a resolution for the meeting on June 13<sup>th</sup>.
  - iv. Funding for Lewisville-Clemmons Road widening
    - (1) There is a recommendation by the DOT Transportation Board to approve and fund projects through year 6 at their next meeting.
- b. Staff Reports
  - i. Attorney
    - (1) None
  - ii. Public Works
    - (1) Paving update
      - (a) The contractor is still doing catch up work but has promised to complete his work before the end of June.
    - (2) Conrad Circle update
      - (a) Mr. Hauser has photos and drawings from the contractor to do the work beside the church. The cost is around \$59,603. There are driveways to be fixed, headwalls, drainage, etc. as well as demos to be done. This does not include paving.

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

**Conference Room 201 - Lewisville Town Hall - 6510 Shallowford Road**

- iii. Planning
  - (1) Lewisville-Vienna/Yadkinville Road Roundabout Highway Project
    - (a) Council was advised that the Town has also submitted a project for a roundabout at Lewisville-Vienna and Yadkinville Roads and at this point no letter of confirmation or matching funds are needed.
- iv. Finance
  - (1) None.
- v. Clerk
  - (1) Survey update
    - (a) So far, 1,774 surveys have been returned to the contractor. He hopes to have all work completed before the end of the fiscal year.
  - (2) Tax collection ordinances
    - (a) The tax collection ordinances have not been received but hope to have them on next week's agenda.

7. **Agenda Items for Regular Meeting on June 13, 2019**

- a. Tentative Agenda
  - i. Consent Agenda
    - (1) [Resolution 2019048](#) - Acceptance and Approval of Monthly [Financials for April 2019](#)
    - (2) Approval of Council Briefing and Action [Minutes - May 2, 2019](#)
    - (3) Approval of Council Meeting [Minutes - May 9, 2019](#)
    - (4) Approval of Council Tomahawk Creek Financial Obligation Special Meeting [Minutes - May 20, 2019](#)
    - (5) Approval of Council Community Center Special Meeting [Minutes - May 20, 2019](#)
  - ii. **Introductions, Presentations and/or Proclamations**
    - (1) None
  - iii. Public Hearings
    - (1) [Ordinance 2019001](#) - public hearing to receive comments on the 2019-2020 budget
      - (a) Fee schedule amendments were reviewed.
        - (i) Mr. Hauser reviewed stormwater fees and noted that the Utilities Committee had reviewed the changes for stormwater fees before sending the recommendation to Council to update the fee schedule.
        - (ii) Mrs. Orrell explained the hustle fees that had changed for the deputies by the Sheriff's Office.
        - (iii) Mrs. Walker explained the addition of a fee for any copies to be placed on a jump drive supplied by the Town. Any drive supplied by a person must provide a new one still in unopened packaging.
    - (2) [Ordinance 2019025](#) - public hearing for Thursday, June 13, 2019 to receive comments on Case L-086 changing the zoning jurisdiction from Forsyth County RS40 to Lewisville RS40 on the 5 ft strip of land

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

**Conference Room 201 - Lewisville Town Hall - 6510 Shallowford Road**

- associated with the Lake at Lissara Phase II Section V that was annexed into the town in April
- (3) The Lake at Lissara Phase II Section VI
    - (a) [Ordinance 2019026](#) - 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
    - (b) [Ordinance 2019029](#) - 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)
    - (c) [Ordinance 2019030](#) - 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
  - iv. Lewisville-Vienna Road/Robinhood Road Roundabout Project
    - (1) [Ordinance 2019027](#) - Capital Project Fund Ordinance for the Lewisville-Vienna Road/Robinhood Road Roundabout Project
    - (2) [Ordinance 2019028](#) - Amending Budget Ordinance 2018001 in the amount of \$254,000.<sup>00</sup> to transfer Town's 20% share in the roundabout at Lewisville-Vienna Road and Robinhood Road Capital Project
    - (3) [Resolution 2019045](#) - approving the contract with the NC Department of Transportation for the construction of the Lewisville-Vienna Road/Robinhood Road Roundabout and authorizing the Town Manager to execute the contract
    - (4) [Resolution 2019046](#) - setting a public hearing for Thursday, July 11, 2019 to receive comments on L-090 rezoning request to rezone 7675 Yadkinville Road from RS-40 to YR
    - (5) [Resolution 2019047](#) - setting an evidentiary public hearing for Thursday, July 11, 2019 to receive comments on L-091 requesting a special us permit for a planned residential development (PRD) located off Shallowford Road
      - (a) Attorney Houff reminded Council they will be sitting as a jury on this matter and should not discuss case with anyone.
      - (b) There was discussion on changing the process for PRD's and possibly having them heard by the Zoning Board of Adjustment.
      - (c) The Planner was asked to provide a list of pros and cons on making a change to the process for PRD approval.
    - (6) [Ordinance 2019024](#) - amending Chapter 13-8, the Lewisville Utilities and Stormwater Committee Charter of the Lewisville Town Code regarding meeting frequency
    - (7) Announcement for the June 13<sup>th</sup> meeting - The Forsyth County Historic Resources Commission (HRC) has one appointment this term. This particular seat is an Archaeologist, Landscape Architect/Designer, Planner, Surveyor, or Arborist position, which requires the member to demonstrate that they have professional experience in one of the fields listed above and

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

**Conference Room 201 - Lewisville Town Hall - 6510 Shallowford Road**

have a demonstrated interest or competence in, or knowledge of, historic preservation.

- b. Approval of Tentative Agenda for regular meeting on June 13, 2019
  - i. With the items noted above to be added, Council Member Franklin moved to approve the June 13<sup>th</sup> agenda. The motion was seconded by Council Member Smith and approved unanimously.

Council Member Franklin left the meeting at 7:05 p.m.

**8. For the Good of the Order:**

- a. Council Discussion
  - i. Revisiting the previous conversation on stormwater, there was discussion on stormwater engineering certification.
  - ii. There was a question about whether the Town has a restriction on the size of flags. Council was assured that there is no restriction on the size of flags local, state or federal flags.
  - iii. Council Members were advised that the Clemmons de-annexation is dead. Support for the de-annexation was misrepresented to legislators and county commissions.
  - iv. Council Member Smith thanked Mrs. Tolbert for getting unkempt lots taken care of.
  - v. Mrs. Mock noted that the *Welcome Sign* by Kaplan's looks bad.

**9. Adjournment**

- a. Having no other business to discuss, Council Member Mock moved to adjourn the meeting at 7:16 p.m. The motion was seconded by Council Member Zenger and approved unanimously.

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

ATTEST:

\_\_\_\_\_  
Joyce C. McWilliams Walker, Town Clerk