

**Lewisville Town Council**  
**Briefing and Action Meeting Agenda**  
**March 5, 2020 - 6:00 p.m.**

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

1. **Call to Order:**
  - a. Roll Call
  - b. Adoption of Agenda
  
2. **Guests, Introductions, Recognitions and Presentations for March 5, 2020**
  - a. None.
  
3. **Items That Require Council Direction**
  - a. Continued discussion on transportation planning (from 2-1 Planning meeting)
  - b. Update on boards and committees
  - c. Community Center options
  - d. Pedestrian Connection Overlay waiver
  
4. **Items Requiring Action at Briefing**
  - a. [Ordinance 2020010](#) - amending Budget Ordinance 2019001 in the amount of \$2,215.<sup>00</sup> to budget for purchase of 500 lapel pins with Town of Lewisville seal at a cost of \$745.<sup>00</sup>, to budget \$250.<sup>00</sup> for musical entertainment at the volunteer lunch on May 2, 2020 and to budget \$1,220.<sup>00</sup> to cater a meal for the volunteers at the May 2<sup>nd</sup> event
  - b. NCLM City Vision Annual conference
    - i. [Ordinance 2020012](#) - amending Budget Ordinance 2019001 in the amount of \$13,500.<sup>00</sup> to provide for 6 council members and 3 staff to attend the NCLM Annual City Vision Conference in Wilmington
    - ii. Discussion of May briefing meeting date change
    - iii. Primary delegate
    - iv. Alternate delegate
  - c. Grant application assistance
    - i. [Ordinance 2020011](#) - amending Budget Ordinance 2019001 in the amount of \$20,000.<sup>00</sup> to contract with McGill Associates of Hickory for professional planning services for the PARTF Grant application assistance
    - ii. [Resolution 2020012](#) - Authorizing the Town Manager to award the contract to McGill Associates for an amount not to exceed \$20,000.<sup>00</sup> to provide planning services for the PARTF Grant application assistance
  - d. Continue membership with the Forsyth County Home Consortium
  
5. **Unfinished Business:**
  - a. Vienna Village follow-up
  
6. **Administrative Reports:**
  - a. Manager's Report
    - i. Lewisville Connect
    - ii. Bike and Pedestrian grant studies
    - iii. Community engagement for PARTF grant
  - b. Staff Reports
    - i. Attorney

**Lewisville Town Council**  
**Briefing and Action Meeting Agenda**  
**March 5, 2020 - 6:00 p.m.**

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

- ii. Public Works
  - (1) Sidewalk repairs
- iii. Planning
  - (1) Connectivity between existing and new subdivisions (from 2-1 Planning meeting)
- iv. Finance
- v. Clerk

7. **Agenda Items for Regular Meeting on March 12, 2020**

- a. Tentative Agenda
  - i. Consent Agenda
    - (1) [Resolution 2020011](#) - Acceptance and Approval of Monthly [Financials for the seven months ending January 31, 2020](#)
    - (2) Approval of Council Planning meeting [Minutes - February 1, 2020](#)
    - (3) Approval of Council Briefing and Action [Minutes - February 6, 2020](#)
    - (4) Approval of Council Regular Meeting [Minutes - February 13, 2020](#)
    - (5) [Resolution 2020009](#) - Accepting the resignation of Sonsera Kiger from the Lewisville Beautification Committee
    - (6) [Resolution 2020010](#) - Accepting the resignation of Derek Duggins from the Lewisville Utilities Committee
  - ii. **Introductions, Recognitions, Presentations and/or Proclamations**
  - iii. [Board and Committee Appointments](#)
    - (1) Boards (by voting tally)
      - (a) Parks, Recreation and Cultural Development - 1 position available
      - (b) Planning Board - 3 positions available
      - (c) Willow Run Municipal Service District
        - (i) Area 5 - 1 position available
        - (ii) At-Large - 1 position available
      - (d) Zoning Board of Adjustment
        - (i) Permanent - 3 positions available
        - (ii) Alternate - 1 position available.
    - (2) Committees (by appointment orders)
      - (a) [Appointment Order 2020001](#) - Lewisville Beautification Committee
      - (b) [Appointment Order 2020002](#) - Public Safety Advisory Committee
      - (c) [Appointment Order 2020003](#) - Recycling Committee
      - (d) [Appointment Order 2020004](#) - Lewisville Utilities
  - iv. Public Hearings
    - (1) [Resolution 2020015](#) - Order to close Dexter Drive
    - (2) [Ordinance 2020014](#) - UDO L-159 Text Amendment adding a community center to definitions, amending the Permitted Use Table, and providing for off-street parking requirements

**Lewisville Town Council**  
**Briefing and Action Meeting Agenda**  
**March 5, 2020 - 6:00 p.m.**

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

- v. [Ordinance 2020006](#) - amending Chapter 4 of the Lewisville Town Code to place into code the allowance of the sale of alcoholic beverages before noon on Sunday as approved by Council in April 2018
  - b. Approval of Tentative Agenda for regular meeting on [March 12, 2020](#)
8. **For the Good of the Order:**
- a. Council Discussion
9. **Adjournment**

**Town of Lewisville**

**Budget Amendment Ordinance 2020010  
Amending Budget Ordinance 2019001**

<b>Finance Department Use Only</b>
<i>Budget Amendment Number: # 21</i>
<i>Finance Officer: PAM ORRELL</i>

<i>DEBIT</i>			<i>CREDIT</i>		
<i>CODE</i>	<i>ACCOUNT DESCRIPTION</i>	<i>AMOUNT</i>	<i>CODE</i>	<i>ACCOUNT DESCRIPTION</i>	<i>AMOUNT</i>
	<b>General Fund</b>			General Fund	
10-00-4110-4990	Governing Body - Miscellaneous	\$745.00			
10-00-4110-4990	Governing Body - Miscellaneous	\$250.00	10-00-3990-9000	Fund Balance Appropriated	<b>\$2,215.00</b>
10-00-4110-4990	Governing Body - Miscellaneous	\$1,220.00			

To budget for purchase of 500 lapel pins with Town of Lewisville seal at a cost of \$745.00 and to budget \$250.00 for musical entertainment at the volunteer lunch on May 2, 2020. Also to budget \$1,220 to cater a meal for the volunteers on May 2, 2020.

---



---



---



---



---

RECOMMENDED By:     Pam Orrell      
Town Finance Officer

**Approved and effective upon adoption, this the 5<sup>th</sup> day of March, 2020 by the Lewisville Town Council.**

APPROVED: \_\_\_\_\_  
Mike Horn, Mayor

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

**Town of Lewisville**

**Budget Amendment Ordinance 2020012  
Amending Budget Ordinance 2019001**

<b>Finance Department Use Only</b>
<i>Budget Amendment Number: # 23</i>
<i>Finance Officer: PAM ORRELL</i>

<i><b>DEBIT</b></i>			<i><b>CREDIT</b></i>		
<i><b>CODE</b></i>	<i><b>ACCOUNT DESCRIPTION</b></i>	<i><b>AMOUNT</b></i>	<i><b>CODE</b></i>	<i><b>ACCOUNT DESCRIPTION</b></i>	<i><b>AMOUNT</b></i>
	<b>General Fund</b>			General Fund	
10-00-4110-3100	Governing Body - Training and Travel	\$9,000.00			
10-00-4120-3100	Admin - Training and Travel	\$3,000.00	10-00-3990-9000	Fund Balance Appropriated	<b>\$13,500.00</b>
10-40-4900-3100	Planning - Training and Travel	\$1,500.00			

To provide for 6 council members and 3 staff to attend the NCLM Annual City Vision Conference in Wilmington

---



---



---



---



---

RECOMMENDED By:     Pam Orrell      
Town Finance Officer

**Approved and effective upon adoption, this the 5<sup>th</sup> day of March, 2020 by the Lewisville Town Council.**

APPROVED: \_\_\_\_\_  
Mike Horn, Mayor

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

**Town of Lewisville**

**Budget Amendment Ordinance 2020011  
Amending Budget Ordinance 2019001**

<b>Finance Department Use Only</b>
<i>Budget Amendment Number: # 22</i>
<i>Finance Officer: PAM ORRELL</i>

<i>DEBIT</i>			<i>CREDIT</i>		
<i>CODE</i>	<i>ACCOUNT DESCRIPTION</i>	<i>AMOUNT</i>	<i>CODE</i>	<i>ACCOUNT DESCRIPTION</i>	<i>AMOUNT</i>
	<b>General Fund</b>			<b>General Fund</b>	
10-00-4110-6000	Governing Body - Contracted Services	\$20,000.00	10-00-3990-9000	Fund Balance Appropriated	\$20,000.00

To contract with McGill Associates for professional planning services for PARTF Grant application assistance  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

RECOMMENDED By:     Pam Orrell      
                                     Town Finance Officer

**Approved and effective upon adoption, this the 5<sup>th</sup> day of March, 2020 by the Lewisville Town Council.**

APPROVED: \_\_\_\_\_  
 Mike Horn, Mayor

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

**RESOLUTION 2020012 OF THE LEWISVILLE TOWN COUNCIL  
AWARDING CONTRACT FOR  
PARTF GRANT APPLICATION ASSISTANCE**

---

---

**WHEREAS**, the Lewisville Town Council would like to apply for a PARTF Grant; and

**WHEREAS**, the Town has assessed that assistance is needed to fulfill the requirements of the grant application; and

**WHEREAS**, the Scope of Work for the PARTF grant is detailed in the attached contract which also includes a master plan for Jack Warren Park; and

**WHEREAS**, McGill Associates, PA was selected to complete this project.

**NOW, THEREFORE, BE IT RESOLVED BY THE LEWISVILLE TOWN COUNCIL** that the Town Manager is authorized to award the contract attached hereto to McGill Associates, PA of Hickory, N.C. for an amount not to exceed \$20,000.<sup>00</sup> (Twenty thousand dollars and no cents) to provide this needed assistance.

**Resolved, approved and effective upon adoption, this the 5<sup>th</sup> day of March, 2020 by the Lewisville Town Council.**

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

ATTEST:

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

February 27, 2020

Mr. Hank Perkins  
Town Manager  
Town of Lewisville  
6510 Shallowford Road  
Lewisville, North Carolina, 27023

RE: Proposal for Professional Planning Services  
Jack Warren Park Master Plan &  
PARTF Grant Application Assistance  
Town of Lewisville, North Carolina

Dear Mr. Perkins:

McGill Associates is pleased to provide you with this proposal to provide professional planning services for the above referenced project. McGill Associates proposes to provide the following specific scope of work listed below:

### **Project Understanding:**

It is our understanding that the primary goal of the current project is the preparation of a Park Master Planning Document for Jack Warren Park located along Lewisville Clemmons Road to the south of the intersection of Shallowford Road in Lewisville, North Carolina. The Town recently acquired 14.89 acres adjacent to the existing park which is approximately 15.45 acres.

Program Development for the proposed park will primarily be based on input from Town Staff, public participation, and past experiences of McGill Associates. The development of the Master Plan Document will include the items noted in the Site-Specific Master Plan for the Park of the North Carolina Parks and Recreation Trust Fund application (Page 31).

### **SCOPE OF SERVICES**

#### **Task 1: Prepare Jack Warren Park Master Plan**

McGill will prepare Park Master Plan document which include the items on the "Master Plan for a Park or Greenway System" Page 30 as described in the North Carolina Parks and Recreation Trust Fund (PARTF) Grant Application submittal. This will include the following:

- a. Site analysis - Describe and evaluate the site's natural, historic, and man-made features. These include items such as topography, soils, vegetation, hydrology, significant natural communities, wetlands, existing structures, and public access.
- b. Recreational needs - Identify the recreational opportunities that the public prefers using meetings or a survey.
- c. Program description - Identify the main purposes of the park including a description of the how the park is to be used by the public.
- d. Physical needs - Identify the physical needs of the park site. Include any land the local

government will acquire and any capital improvements (buildings, recreation facilities, roads, utilities). All land and capital improvements proposed in the PARTF application must be included in the master plan.

- e. Project costs for property acquisition and capital improvements, divided into phases if necessary. The cost information can be provided in a separate document that is submitted with the master plan.
- f. Site plans and illustrations depicting the boundaries of land to be acquired and the location of facilities.
- g. Public Involvement - Describe how the local government involved a broad range of the citizens in its jurisdiction as the master plan was being developed. Examples include public meetings or advisory committee meetings. This description can also be provided in a separate document that is submitted with the master plan.

### **Task 2: PARTF Grant Application**

McGill will assist the Town on an as-needed basis in completing components of the North Carolina Parks and Recreation Trust Fund (PARTF) Grant Application. This will include preparation of the applicable items on the "Checklist to Submit a Complete Application" that is included on Page 6 and 7 of the 2019-20 PARTF Application. Specifically, this may include the following:

- a. Development of a Park Master Plan summary report documenting key issues and priorities.
  - b. Basic Facts and Assurances document per Page 8 of the PARTF Application (***requires approval by the Local Governing Board and signature by the Chief Elected Official***)
  - c. One-page Description and Justification document per Page 9 of the PARTF Application (***Town shall review, approve, and place on Town letterhead.***)
  - d. Attorney's Certification of Site Control per Page 10 of the PARTF Application (***must be reviewed and completed by the Town's Attorney with proper documentation that the Town controls the site.***)
  - e. Project Cost Summary per Pages 11 and 12 of the PARTF Application
  - f. Sources of Applicant's Matching Funds per Page 13 of the PARTF Application (***must be completed by the Town and depict the type, amount, source, and availability of the dollar-for-dollar matching funds.***)
  - g. Color-coded Site Plan for the proposed improvements per Page 14 of the PARTF Application and a Site Vicinity Map per Page 16 of the PARTF Application
  - h. Environmental Review Forms per Pages 21 and 22 of the PARTF Application
  - i. PARTF Scoring System for Grants document per Pages 23-29 of the PARTF Application (***Please note that McGill will require considerable assistance from the Town to maximize the points claimed on this document, including but not limited to: submittal of meeting minutes/resolutions showing that the Park Master Plan was adopted by the Town; scheduling and providing documentation of public meetings exclusively for discussing the project; scheduling and providing documentation of meetings to local civic groups and the Parks and Recreation Advisory Board; and the commitment to operating and maintaining the project.***)
1. Upon approval by the Town, McGill will produce one (1) digital (PDF) copy of the color rendered site plan to be used as a graphic in fundraising and presentations.

2. Review all relative information compiled and assist the Town with arranging and organizing the application. Submit the application on the Town's behalf and provide the Town with one (1) digital copy for records.

Preparation of a PARTF Application is a comprehensive process. Several documents must be executed by Town representatives (such as the Town Mayor and Town Attorney), and additional meetings should be conducted with local boards and civic organizations to maximize the project score on the application. McGill will assist with preparing the documents as desired, but we will require assistance from Town staff to review and finalize the documents, obtain the appropriate signatures, obtain the necessary resolutions/approvals from the Town, and help facilitate additional meetings.

Deliverables:

1. Two (2) bound hard copy of the final Park Master Plan Document
2. Color computer generated rendering of the proposed master plan in PDF format.
3. Electronic version of the final Park Master Plan Document in PDF format.
4. Components of PARTF Grant Application

Period of Services:

McGill will provide the deliverables listed above by April 9<sup>th</sup>, 2020. McGill will notify the Town expeditiously should this timeframe require an extension due to unforeseen circumstances.

Owner's Responsibilities

The Owner shall provide full information regarding site-related requirements for the Project. During the performance of McGill's services under this AGREEMENT, the Town shall:

1. Provide full information as to its requirements for the project.
2. Assist McGill by placing at our disposal all available information pertinent to the project, including previous inspection data and reports, maps, old drawings, maintenance records and any other data relative to the project.
3. Examine all studies, reports, sketches, estimates, specifications, drawings, proposals and other documents presented by McGill and render decisions pertaining thereto within a reasonable time so as not to delay the services of McGill or the project.
4. Give prompt written notice to McGill whenever the Town observes or otherwise becomes aware of any defect in the project.
5. Designate an individual that will serve as the primary Point of Contact and furnish readily available program information as identified in the Scope of Services in a manner consistent with the schedule needs of the project.
6. Conduct additional public meetings, civic group meetings, and Parks and Recreation Advisory Board meetings, and generate minutes from these meetings for the purposes of claiming additional points on the PARTF Application. Attendance at meetings by McGill Associates would be provided on an hourly basis as additional services.
7. The Owner will be responsible for the arrangement, notice, and any other costs associated with the meeting schedule, including facility rental cost, advertisement costs, etc.

Additional Services

Additional services shall only be performed with prior Town authorization per the Agreement, and in accordance with the attached Basic Fee Schedule. The following represent types of additional services requests, though not all-inclusive:

1. Changes to the Master Plan, which occur after McGill's approved preliminary design has been completed, will be considered additional services. McGill can coordinate these additional services in accordance with our Basic Fee Schedule.
1. Preparation of additional grant applications as may become feasible for this project.
2. Attendance at additional meetings other than those identified under Basic Services above.
3. Land surveys, architectural or structural engineering services.
4. Hazardous Material, Historical, Archaeological Surveys, or Environmental Assessments.
5. Subsurface Utility Engineering for utility locations or any Geotechnical Investigations.
6. Wetland studies or FEMA flood studies.

Basis for Compensation:

Based on our understanding of the project, we propose to provide the Scope of Work detailed in this proposal for the following **Maximum Not to Exceed fee of \$20,000** inclusive of all reimbursable expenditures. Any additional services will be completed as directed by the Town in accordance with our Basic Fee Schedule.

We appreciate the opportunity to provide this proposal for planning services to the Town of Lewisville and we are prepared to begin work immediately to meet the Town's schedule. If this proposal is acceptable, please sign and return one (1) copy of this proposal to our office.

As always, if you have any questions regarding this proposal, please do not hesitate to contact me. We look forward to working with you and the Town on important projects.

Sincerely:  
McGILL ASSOCIATES, PA



MICHAEL J. NORRIS, PLA  
Director of Land Planning & Recreation

Attachments: Basic Fee Schedule

ACCEPTANCE:

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

# DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

**Daniel Kornelis**  
Director  
KORNELDW@FORSYTH.CC

**J. Kyle Haney**  
Economic Development Specialist  
HANEYJK@FORSYTH.CC



**Bianca Green**  
Loan Officer  
GREENBL@FORSYTH.CC

**Diana Westrick**  
Analyst  
WESTRID2@FORSYTH.CC

February 27, 2020

Town of Lewisville  
Hank Perkins  
P.O. Box 547  
Lewisville, NC 27023

Mr. Perkins,

This correspondence is in regard to the Town of Lewisville's \$2,000 annual contribution toward the Winston-Salem/Forsyth County HOME Consortium matching funds. These matching funds allow the County to provide housing rehabilitation and down payment assistance services to eligible residents of Lewisville. Please accept this letter, and the attached invoice, as a reminder to budget the Town's \$2,000 contribution into the upcoming fiscal year 2021 budget.

Best,

A handwritten signature in black ink, appearing to be 'DW', is written over a light blue horizontal line.

Diana Westrick  
Analyst  
Forsyth County  
Community & Economic Development

**RESOLUTION 2020011 OF THE LEWISVILLE TOWN COUNCIL  
PERTAINING TO  
ACCEPTANCE AND APPROVAL OF MONTHLY DISBURSEMENTS**

---

---

**WHEREAS**, the Finance Officer has presented the Town Council with the preliminary Revenue Statement Summary and the Encumbrances and Expenditure Statement Summary of figures for the seven months ending January 31, 2020; and

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

**NOW, THEREFORE, BE IT RESOLVED THAT THE LEWISVILLE TOWN COUNCIL** accepts the preliminary monthly Revenue Statement Summary and the Encumbrances and Expenditure Statement Summary for the seven months ending January 31, 2020 and incorporated herein.

**Resolved and effective upon adoption, this the 12<sup>th</sup> Day of March, 2020 by the Lewisville Town Council.**

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

ATTEST:

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

**Town of Lewisville**  
**Financial Budget to Actual Report - General Fund**  
**Seven Months Ended January 31, 2020**

**General Fund**

Revenues	Budget	Revenue Year to Date	Uncollected	Percentage Collected
Property Tax Collections	\$ 2,413,350.00	\$ 1,982,923.75	\$ 430,426.25	82.16%
Sales Tax Revenue	840,890.00	364,838.79	476,051.21	43.39%
Other Revenues	1,326,580.00	702,940.10	623,639.90	52.99%
Total	4,580,820.00	\$ 3,050,702.64	\$ 1,530,117.36	66.60%
Appropriation from Fund Balance	213,779.00			
	<u>\$ 4,794,599.00</u>			

Departments	Budget	Expenditures Year to Date	Encumbrances Year to Date	Unencumbered and Unspent Balance	Percentage of Budget Spent or Encumbered
Governing Body	\$ 241,357.00	\$ 110,121.87	\$ 6,968.95	\$ 124,266.18	48.51%
Administration	606,666.00	314,747.43	18,274.61	273,643.96	54.89%
Student Leadership	1,675.00	975.00	-	700.00	58.21%
Finance	225,508.00	128,021.67	508.34	96,977.99	57.00%
Debt Service	202,400.00	101,793.72	-	100,606.28	50.29%
Planning & Zoning	229,028.00	80,930.51	18,400.00	129,697.49	43.37%
Beautification	57,245.00	35,014.30	16,010.00	6,220.70	89.13%
Community Policing	652,045.00	321,219.40	27.96	330,797.64	49.27%
Public Safety	9,450.00	4,200.00	-	5,250.00	44.44%
Public Works	369,944.00	177,409.32	19,591.65	172,943.03	53.25%
Streets	251,320.00	18,958.85	3,570.00	228,791.15	8.96%
Powell Bill	345,000.00	150,178.82	-	194,821.18	43.53%
Storm Water	173,907.00	84,549.02	49,134.25	40,223.73	76.87%
Solid Waste	811,941.00	384,627.60	-	427,313.40	47.37%
Recycling	2,255.00	1,543.04	-	711.96	68.43%
Parks and Recreation	209,858.00	76,937.35	20,423.89	112,496.76	46.39%
Transfers to Capital Reserves	405,000.00	405,000.00	-	-	100.00%
Total	<u>\$ 4,794,599.00</u>	<u>\$ 2,396,227.90</u>	<u>\$ 152,909.65</u>	<u>\$ 2,245,461.45</u>	53.17%

General Fund Balance 7/1/2019	\$ 6,681,115.98
Year-to-Date Increase (Decrease)	654,474.74
General Fund Balance 1/31/2020	<u>\$ 7,335,590.72</u>

**Town of Lewisville  
Financial Budget to Actual Report - Willow Run Municipal Service District  
Seven Months Ended January 31, 2020**

***Willow Run Municipal Service District***

<b>Revenues</b>	<b>Budget</b>	<b>Revenue Year to Date</b>	<b>Uncollected</b>	<b>Percentage Collected</b>
Revenues	\$ 31,760.00	\$ 27,703.03	\$ 4,056.97	87.23%
Total	<u>\$ 31,760.00</u>	<u>\$ 27,703.03</u>	<u>\$ 4,056.97</u>	87.23%

	<b>Budget</b>	<b>Expenditures Year to Date</b>	<b>Encumbrances Year to Date</b>	<b>Unencumbered and Unspent Balance</b>	<b>Percentage of Budget Spent or Encumbered</b>
Expenditures	\$ 31,760.00	\$ 13,529.31	\$ -	\$ 18,230.69	42.60%
Total	<u>\$ 31,760.00</u>	<u>\$ 13,529.31</u>	<u>\$ -</u>	<u>\$ 18,230.69</u>	42.60%

MSD Fund Balance 7/1/2019	\$ 176,708.50
Year-to-Date Increase (Decrease)	14,173.72
MSD Fund Balance 1/31/2020	<u>\$ 190,882.22</u>

**Town of Lewisville  
Other Funds  
January 31, 2020**

**Capital Reserves Funds**

---

Storm Water Capital Reserve	\$ 533,149.45
GWR ROW/Construction Capital Reserve	931,894.76
Sidewalks, Bike Paths, and Greenways Capital Reserve	97,904.17
Municipal Buildings/Land Capital Reserve	825,826.27
<b>Total Capital Reserve Fund Balances</b>	<u><u>\$ 2,388,774.65</u></u>

**Capital Projects Funds**

---

GWR ROW/Construction Capital Project	\$ 732,818.39
JWP Maintenance Facility/Playground Expansion Capital Project	20,572.83
Gateway Project Capital Project	240,958.62
Heritage Drive Regional Storm Water Pond #1 Capital Project	17,095.73
Community Center Capital Project	343,756.22
Roundabout at Lewisville-Vienna Road and Robinhood Road Capital Project	256,908.63
<b>Total Capital Projects Fund Balances</b>	<u><u>\$ 1,612,110.42</u></u>

**DRAFT**  
**Lewisville Town Council**  
**Council Planning Meeting Minutes**  
**Saturday, February 1, 2020 - 8:00 a.m.**  
**Town Hall Conference Room 201**

**Refreshments**

**I. Call to Order**

- A. Mayor Mike Horn called the meeting to order at 8:07 a.m. Council Members present were Jeanne Marie Foster, Fred Franklin, Melissa Hunt, Ken Sadler, David Smitherman, and Welch. Also present were Town Manager Hank Perkins, Finance Officer Pam Orrell, Attorney Bo Houff, Planner Stacy Tolbert, Acting Public Works Director Ryan Moser and Town Clerk Joyce Walker.
- B. Guests present were Planning Board Chair Tom Lawson, Planning Board Vice Chair Joseph Hamby, Utilities Chair/WRMSD member Ed Rachlin and Beautification Committee Chair Susan Linker. Resident George Alheizer was also present.
- C. Approval of Agenda
  - 1. David Smitherman moved to approve the agenda. The motion was seconded by Fred Franklin and approved unanimously.

**II. Introduction**

- A. Day's Schedule
  - 1. No additions have been made to the change in the day's schedule of work.
- B. Day's Goals
  - 1. Strategic discussions.
  - 2. Learning about colleagues.
  - 3. Learning about past items that might be helpful on upcoming items and capital plans.
  - 4. An opportunity to provide the manager and staff direction.
  - 5. From staff's point of view, developing a sense of council as a unit, helping to set budget and also performance planning.

**III. New Business**

- A. Comprehensive Plan update
  - 1. Mrs. Tolbert introduced the Chair and Vice Chair of the Planning Board
  - 2. She noted that the Town generally updates its Comprehensive Plan every five years; however, there are no rigid rules about how often the plan should be updated.
  - 3. Vice Chair Joseph Hamby drafted a budget request for an update to the Comprehensive Plan, using a consultant, that would look at an enhanced, user friendly plan encompassing the new legislation in 160D, address community priorities, develop a detailed work plan as well as address anticipated growth while preserving the community character and that integrates into the UDO (and vice versa).
    - a. Attorney Houff provided some insight into the 160D legislation, noting that towns that do not have a plan as of January 2, 2021, will not have zoning.
    - b. There were suggestions to make the document more user friendly using focus groups as well as making it available to the visually impaired.

**DRAFT**  
**Lewisville Town Council**  
**Council Planning Meeting Minutes**  
**Saturday, February 1, 2020 - 8:00 a.m.**  
**Town Hall Conference Room 201**

- c. Council members were also advised that reports were provided to Council on a quarterly basis in the past that updated everyone on the progress of action plans noted in the Comprehensive Plan.
- d. One point of discussion is the meaning of “*rural*” and having an outside party to help with the definition and provide a different perspective will be extremely helpful.
- e. After discussion, it was noted that the RFP, once written, will be brought to Council.
- f. There was a question whether the Comprehensive Plan is a strategic plan.
- g. Economic development also needs to be clearly defined.
- h. Mayor Horn summarized direction for the Comprehensive Plan RFP:
  - (1) Easy to understand and reference.
  - (2) Clarity of vision for incorporation into the UDO.
  - (3) Preserve the historical intent and direction established by previous plans.
  - (4) Continued emphasis of resident engagement.
  - (5) More visual representation of guiding principles.
  - (6) Better definition of key directional terms, i.e. rural vs. pastoral.
  - (7) Include actionable items that can be developed into a work plan for staff, council, boards and committees.
  - (8) Directed, but not overly restrained discussion of vision discussion by residents.
  - (9) Incorporate other studies and plans into the plan.
  - (10) Digital integration.
  - (11) Include diversity of resident participation.
  - (12) The plan should be resident and stakeholder driven and not consultant directed.
  - (13) Integrate resident survey information, but not overly rely on survey as the single reference of what to do or not to do.
  - (14) Caution on use of terms (rewrite vs. review vs. another term) when presenting to the public.
- i. After discussion, Council members agreed that:
  - (1) The Town needed to retain a consult.
  - (2) The development of the RFP needs to include the appropriate boards, committees, staff and Council.
  - (3) The RFP should be available by the end of April.

Council took a break between 9:15 a.m. and 9:22 a.m.

**B. Transportation planning**

- 1. Mr. Perkins provided background on funding received from the DOT and their call for projects and the projects the Town currently has in the works.

**DRAFT**  
**Lewisville Town Council**  
**Council Planning Meeting Minutes**  
**Saturday, February 1, 2020 - 8:00 a.m.**  
**Town Hall Conference Room 201**

- a. He provided the benefits of corridor planning for future projects.
- b. Studies for various areas provide the needed information to help determine where the Town would request a new transportation project be undertaken by pro-active planning.
- c. A PowerPoint presentation provided additional information on possible locations that could be studied.
- d. Corridor area concepts:
  - (1) Define an area of study.
  - (2) From the study, devise a plan.
  - (3) Have a list of study areas to submit at the next *Call for Projects*.
2. These studies are not particularly expensive since most of the information can be gained from existing reports, modeling and a needs assessment with data to back up the request.
3. Mrs. Foster asked that the Planning Board look at transportation issues and how the future belt-line will impact future transportation.
4. This topic will be on the agenda for discussion at the March meeting.
- C. Parks & Recreation Master Plan
  1. Items J and K can be discussed under the Parks and Recreation Master Plan.
  2. Mr. Perkins noted that the most current approved master plan was in 2003 and that the draft plan of 2009 was never brought forward for approval.
  3. The plan will be stakeholder driven and is being worked on by the P & R board.
  4. The board will be coming to Council for assistance in updating the plan.
    - a. Included in the plan should be the donated property along Shallowford Road, the GWR, the donated property along Lewisville-Vienna Road.
    - b. Mr. Perkins provided information on the relocation of the park at the Square since funds for the park were provided through a PARF grant.
  5. Mr. Perkins advised that the new community center is not competitive for a PARTF grant.
    - a. The community center advisory group was to look at amenities outside of the building.
      - (1) Those amenities have not yet been identified as it was noted that past conversations were about the building.
      - (2) The contact at PTRC has advised that, at looking at the competitiveness of the grant, there is not a high threshold for points.
      - (3) It was noted that it is helpful to have a master plan.
    - b. There was discussion on using the land contribution for the grant which is the reason for receiving a waiver from PARTF.
    - c. Public meetings will need to be held specifically advertised for the PARTF grant.
    - d. After discussion, at the next briefing, staff was directed to provide a list of the boxes that need to be checked on the request to see the feasibility of moving forward with a grant request.

**DRAFT**  
**Lewisville Town Council**  
**Council Planning Meeting Minutes**  
**Saturday, February 1, 2020 - 8:00 a.m.**  
**Town Hall Conference Room 201**

6. Susan Linker, chair of the Beautification Committee, said that it was important that walking trails between JWP and the new property be established, green space be protected on other donated property, especially the Moser property.
- D. Staggered terms
1. There was a short discussion on the pros and cons of staggered terms for the Council.
  2. Mr. Perkins provided some examples of how to get to staggered terms.
  3. Terms can be changed on the charter by ordinance.
  4. After additional discussion, it was decided to table the subject.
- E. Term limits (boards)
1. Mayor Horn provided historical background on why term limits were imposed on the Town's boards.
  2. After discussion, staff was instructed to amend the charters of Parks and Rec, Planning Board, and Zoning Board by removing term limits.
    - a. MSD is not to have term limits removed.
    - b. Staff will also look at any other changes as well as changing the report criteria to at least an annual reporting period for accountability.
    - c. The mayor and Mrs. Foster will work with staff on evaluating the boards and committees, their functions and the confluence between the groups.
    - d. Staff was asked to include Council (with PSAC) on distribution of the reports received from the Sheriff's Office.
- F. Traffic calming
1. Existing neighborhoods are concerned about connectivity between existing and new neighborhoods.
    - a. There was discussion on the use of traffic control devices as a method to discourage "cut-through" traffic between old and new neighborhoods.
    - b. The fire departments do not like speed humps because it causes the vehicles to slow down when responding to a call.
    - c. Mr. Franklin said there is a new product called a speed cushion that might be acceptable for use at a cost of \$2,000 to \$4,000 each.
      - (1) They can be placed to study their effect.
    - d. Mr. Perkins advised that the Town does have a policy on the web site that has information on traffic mediation.
    - e. There is already in place a policy for the Planning Board to forward to PSAC for review if there is a question about speeding in the new development.
    - f. A traffic study has already been done between Conrad Farm and the new adjacent subdivision.
    - g. Mrs. Tolbert clarified the discussions above between connectivity and speeding between existing and new neighborhoods, referencing connectivity as described in the UDO and Comprehensive Plan.
    - h. After discussion, staff was asked to provide guidelines addressing

**DRAFT**  
**Lewisville Town Council**  
**Council Planning Meeting Minutes**  
**Saturday, February 1, 2020 - 8:00 a.m.**  
**Town Hall Conference Room 201**

connectivity between existing and new neighborhoods with cut-through considerations, review of the Traffic Mediation Policy, use of a traffic impact analysis for new subdivisions as part of the technical review.

(1) This is to be on the agenda for March.

- G. Dog Park
  - 1. This will be addressed in the update to the P & R master plan.

Council took a break between 11:14 a.m. and 11:24 a.m.

- H. Board and Committee volunteer “thank you”
  - 1. This is an opportunity for new members of Council to meet the members of the boards and committees.
    - a. The luncheon will be held on Saturday, May 2, 2020 from 12 noon to 3:00 p.m. at Jack Warren Park.
      - (1) Invitations will be sent to current and past (back 2 years) members of the boards and committees.
      - (2) Council members will serve the members.
      - (3) There will be entertainment.
- I. PEP (Police Educating the Public)
  - 1. Mr. Smitherman suggested that the Town do PREP or **P**ublic **R**esources **E**ducate the **P**ublic as a means to provide information to the public.
    - a. Take resources (Sheriff’s Office, fire department, CCUC, NCDOT, Duke Energy, etc.) available to educate the public.
      - (1) Also include boards and committees in educational programming.
    - b. Provide the information in the newsletter.
    - c. This suggestion will be used for programming in the new community center.
- J. Land donated to town in past 2 years (see note above)
  - 1. Long term plans
  - 2. Ideas from residents
  - 3. Do the parcels fit into the Comprehensive Plan, etc.?
- K. Shallowford Square (see note above)
  - 1. Playground relocation (old oak tree area)

**IV. For the Good of the Order**

- A. Adjournment
  - 1. Having no other business to discuss, Jeanne Marie Foster moved to adjourn the meeting at 11:46 a.m. The motion was seconded by Melissa Hunt and approved unanimously.

**DRAFT**  
**Lewisville Town Council**  
**Council Planning Meeting Minutes**  
**Saturday, February 1, 2020 - 8:00 a.m.**  
**Town Hall Conference Room 201**

---

Mike Horn, Mayor

ATTEST:

---

Joyce C. McWilliams Walker, Town Clerk

**RESOLUTION 2020009 OF THE LEWISVILLE TOWN COUNCIL  
ACCEPTING THE RESIGNATION OF SONSERA KIGER  
FROM THE LEWISVILLE BEAUTIFICATION COMMITTEE**

---

---

**WHEREAS**, the Town of Lewisville has received notification by member Cynthia Kiger that LBC member Sonsera Kiger has obligations that prevent her continued membership in the Lewisville Beautification Committee; and

**WHEREAS**, the Town of Lewisville appreciates the service of Ms. Sonsera Kiger.

**NOW, THEREFORE, BE IT RESOLVED THAT THE LEWISVILLE TOWN COUNCIL** accepts the resignation of Sonsera Kiger from the Lewisville Beautification Committee.

**Adopted this the 12<sup>th</sup> Day of March, 2020 by the Lewisville Town Council.**

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

ATTEST:

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

**RESOLUTION 2020010 OF THE LEWISVILLE TOWN COUNCIL  
ACCEPTING THE RESIGNATION OF DEREK DUGGINS  
FROM LEWISVILLE UTILITIES COMMITTEE**

---

---

**WHEREAS**, the Town of Lewisville Town Clerk has received verbal notification of resignation from Derek Duggins of his resignation from the Lewisville Utilities Committee due to work obligations; and

**WHEREAS**, the Lewisville Utilities Committee appreciates the dedicated work of committee member Derek Duggins.

**NOW, THEREFORE, BE IT RESOLVED THAT THE LEWISVILLE TOWN COUNCIL** accepts the resignation of Derek Duggins from the Lewisville Utilities Committee.

**Resolved and effective upon adoption, this the 12<sup>th</sup> Day of March, 2020 by the Lewisville Town Council.**

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

ATTEST:

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

# Parks, Recreation & Cultural Development Board

Term ending March 31, 2023 - 1 seat available

Today's Date: March 12, 2020

**VOTE FOR 1**

Please Check Appropriate Box and Sign Here \_\_\_\_\_

Council Member's Name: \_\_\_\_\_  
(Please Print)

Paquette, Cara	
Smitherman, Lisa	
Walker, Ryan	

# indicates the applicant is a current sitting member of the board

“\* indicates the applicant currently is a member of another board/committee

& indicates the applicant has applied to more than one board

# Planning Board

**3-year Term Ending March 31, 2023 - 2 seats available**  
**Completing 3-year Term Ending March 31, 2022 - 1 seat available**

**Today's Date: March 12, 2020**

**Vote for 3**

Please Check Appropriate Box and Sign Here \_\_\_\_\_

Print Your Name: \_\_\_\_\_

Aldhizer, George	
Esckridge, Joseph	
# Flow, Meghan	
Green, Tony	
# Higgins, Jessica	
& Hunt, David	
Long, Monte	
Lough, Rachel	
& May, Phillip	
Redwine, Cynthia	
Sloop, Joseph	

# indicates the applicant is a current sitting member of the board

“\* indicates the applicant currently is a member of another board/committee

& indicates the applicant has applied to more than one board

# Willow Run Municipal Services District 5

3 year term ending March 31, 2023

March 12, 2020

**Vote for 1**

Please Check Appropriate Box and Sign Here \_\_\_\_\_

Your Name: \_\_\_\_\_

& May, Phillip	

# indicates the applicant is a current sitting member of the committee

\* indicates the applicant currently is a member of another board/committee

& indicates the applicant has applied to more than one board



# Zoning Board of Adjustment Permanent Member

3-year term ending March 31, 2023

Today's Date: March 12, 2020

**Vote for 3 Permanent**

Please Check Appropriate Box and Sign Here \_\_\_\_\_

Council Member's Name: \_\_\_\_\_  
(Please Print)

#	Horner, Vance	
&	Hunt, David	
&	May, Phillip	

\* move from alternate position to permanent position

# indicates the applicant is a current sitting member of the committee

“\* indicates the applicant currently is a member of another board/committee

& indicates the applicant has applied to more than one board

# Zoning Board of Adjustment

**3 year term ending March 31, 2023**

**Today's Date: March 12, 2020**

**Vote for 1 Alternate**

Please Check Appropriate Boxes and Sign Here \_\_\_\_\_

Council Member's Name: \_\_\_\_\_  
(Please Print)

<b>ALTERNATE</b>	
# Nealeans, Alan	

# indicates the applicant is a current sitting member of the board

“\* indicates the applicant currently is a member of another board/committee

& indicates the applicant has applied to more than one board

**TOWN OF LEWISVILLE**  
**MEMBERSHIP APPOINTMENT 2020001**  
**Lewisville Beautification Committee**

---

---

**WHEREAS**, the Town Council established the Lewisville *Beautification Committee* in October 1991; and

**WHEREAS**, the Lewisville Beautification is a Planning agency in the Planning Organization Charter; and

**WHEREAS**, the Town Council has determined that the Beautification Committee serves a vital community function.

**NOW, THEREFORE, BE IT RESOLVED THAT THE LEWISVILLE TOWN COUNCIL** reappoints the following to serve on the Lewisville Beautification Committee through March 31, 2022:

Genevieve Athens	Member
Carolyn Fulton	Member
Cynthia Kiger	Member
Susan Linker	Member
Miriam Marley	Member
Deborah Pritchard	Member
Daryl Siefert	Member
Allen (Zeke) Mock, Jr.	Advisor
Town Manager or Designee	Ex-Officio
Public Works Director or Designee	Ex-Officio

**Appointed this 12<sup>th</sup> Day of March, 2020 by the Lewisville Town Council.**

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

ATTEST

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

---

---

**TOWN OF LEWISVILLE**  
**MEMBERSHIP APPOINTMENT 2020002**  
**Lewisville Public Safety Advisory Committee**

---

---

**WHEREAS**, the Town Council established the Lewisville *Public Safety Advisory Committee* in November 1996; and

**WHEREAS**, the Town Council has determined that the Public Safety Advisory Committee serves a vital community function.

**NOW, THEREFORE, BE IT RESOLVED THAT THE LEWISVILLE TOWN COUNCIL** reappoints the following to serve on the Lewisville Public Safety Advisory Committee to serve through March 31, 2022:

Chris Cobert	Member
Harlan Cobert	Member
Dale Harriman	Member
Bill Lorentz	Member
Warren McMahan	Member
Community Policing Officer	Ex-Officio
Fire Department - Lewisville	Ex-Officio
Fire Department - Vienna	Ex-Officio
Town Manager or Designee	Ex-Officio
Public Works Director or Designee	Ex-Officio

**Appointed this 12<sup>th</sup> Day of March, 2020 by the Lewisville Town Council.**

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

ATTEST

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

---

---

**TOWN OF LEWISVILLE**  
**MEMBERSHIP APPOINTMENT 2020003**  
**Lewisville Recycling Committee**

---

---

**WHEREAS**, the Town Council established the Lewisville *Environmental Issues Committee, Recycling Committee, Environmental Education Committee* and *Special Environmental Projects Committee* to address environmental concerns in March 1995; and

**WHEREAS**, these four committees were intended to be a coordinated environmental concerns effort led by the *Environmental Issues Committee*; and

**WHEREAS**, sufficient numbers of volunteers have not been available to be appointed to all of these committees; and

**WHEREAS**, the charters for the *Environmental Issues Committee* (Resolution 95010), the *Environmental Education Committee* (Resolution 95012); and the *Special Environmental Projects Committee* (Resolution 95013) have been rescinded (Resolution 2001023);

**WHEREAS**, all functions of the past committees are now combined under the Recycling Committee.

**NOW, THEREFORE, BE IT RESOLVED THAT THE LEWISVILLE TOWN COUNCIL** reappoints the following to the Lewisville Recycling Committee to serve through March 31, 2022:

Russell Bailey	Member
Paul Harp	Member
Eric Hermanson	Member
Barbara Hudgens	Member
Kay Smitherman	Member
Robert Smitherman	Member
Town Manager or Designee	Ex-Officio
Public Works Director or Designee	Ex-Officio
Solid Waste Provider	Ex-Officio

**Appointed this 12<sup>th</sup> Day of March, 2020 by the Lewisville Town Council.**

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

ATTEST

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

---

---

---

---

**TOWN OF LEWISVILLE**  
**MEMBERSHIP APPOINTMENT 2020004**  
**Lewisville Utilities Committee**

---

---

**WHEREAS**, the Town Council established the Lewisville *Utilities Committee* in April 2014; and

**WHEREAS**, the Town Council has determined that the Lewisville Utilities Committee serves a vital community function by recommending policies to fairly guide water and/or sewer utility infrastructure extension needs.

**NOW, THEREFORE, BE IT RESOLVED THAT THE LEWISVILLE TOWN COUNCIL** reappoints the following to serve on the Lewisville Utilities Committee to serve through March 31, 2022:

Daniel Frey	Member
Terrance Lynn Fulton	Member
Wayne Hutchens	Member
Ed Rachlin	Member
Open	Member
Open	Member
Open	Member
Council Member Jeanne Marie Foster	Ex-Officio
Council Member Fred Franklin	Ex-Officio
Town Manager	Ex-Officio
Planner	Ex-Officio
Public Works Director or Designee	Ex-Officio

**Appointed this 8<sup>th</sup> Day of March, 2018 by the Lewisville Town Council.**

---

Mike Horn  
Mayor

ATTEST

---

Joyce C. McWilliams Walker  
Town Clerk

**RESOLUTION 2020015 OF THE LEWISVILLE, NORTH CAROLINA  
TOWN COUNCIL  
STREET CLOSING ORDER**

---

---

**A RESOLUTION ORDERING THE CLOSING OF A PORTION OF DEXTER DRIVE**

**WHEREAS**, on the 14<sup>th</sup> day of November, 2019, the Town Council of the Town of Lewisville directed the Town Clerk to publish the Resolution of Intent of the Lewisville Town Council to consider closing that portion of Dexter Drive as described in the survey printed in the Winston-Salem Journal newspaper once each week for four successive weeks, such resolution advising the public that a meeting would be conducted at 6510 Shallowford Road, Room 110, on Thursday, January 9, 2020; and

**WHEREAS**, on January 9, 2020, the public hearing was continued to March 12, 2020 in order to receive validated metes and bounds; and

**WHEREAS**, validated metes and bounds were received from Winston-Salem/Forsyth Planning and concurred by the requestor; and

**WHEREAS**, the Lewisville Town Council on the 9<sup>th</sup> day of January, 2020, ordered the Town Clerk to notify all persons owning property abutting that portion of Dexter Drive described by survey and legal description as that property “Commencing at an existing 7/8” iron having NAD83(2011) North Carolina Grid Coordinates of North 864,435.45; East 1,586,197.43 and being the southwestern corner of PIN 5886-64-3407 as described and recorded in Deed Book 3363, Page 1727 and the southeastern corner of PIN 5886-64-1527 as described and recorded in Deed Book 3332, Page 3408; thence with the western line of said PIN 5886-64-3407, being the eastern line of said PIN 5886-64-1527 North 00°04’57” West 29.60 feet to a point in the southern margin of Dexter Road (formerly Yates Road per Plat Book 16, Page 83), the **BEGINNING**; thence continuing with said western line North 00°04’57” West 72.83 feet to a point in the northern margin of Dexter Road; thence with the northern margin of Dexter Road the following seven (7) courses and distances: 1) North 55°23’13”

**RESOLUTION 2020015 OF THE LEWISVILLE, NORTH CAROLINA  
TOWN COUNCIL  
STREET CLOSING ORDER**

East 129.00 feet to a point; thence 2) North 53°26'49" East 117.04 feet to an existing 3/4" iron, the northeastern corner of PIN 5886-64-3407 as described and recorded in Deed Book 3363, Page 1727; thence 3) North 49°45'13" East 177.85 feet to a point; thence 4) on a curve to the left, having a radius of 355 feet and an arc distance of 179.11 feet, a chord bearing and distance of North 35°18'00" East 177.21 feet to a point; thence 5) North 20°50'47" East 122.85 feet to a point; thence 6) on a curve to the right, having a radius of 195 feet and an arc distance of 235.61 feet, a chord bearing and distance of North 55°27'39" East 221.54 feet to a point; thence 7) South 89°55'28" East 212.94 feet to a point in the western line of PIN 5886-75-1433 as described and recorded in Deed Book 2970, Page 4493 and in the eastern terminus of Dexter Drive; thence with said terminus South 00°07'24" East 60.00 feet to a point in the southern margin of Dexter Drive; thence with said southern margin the following seven (7) courses and distances: 1) North 89°55'28" West 213.15 feet to a point; thence 2) on a curve to the left, having a radius of 135 feet and an arc distance of 163.12 feet, a chord bearing and distance of South 55°27'39" West 153.37 feet to a point; thence 3) South 20°50'47" West 122.85 feet to a point; thence 4) on a curve to the right, having a radius of 415 feet and an arc distance of 209.38 feet, a chord bearing and distance of South 35°18'00" West 207.17 feet to a point; thence 5) South 49°45'13" West 179.79 feet to a point; thence 6) South 53°26'49" West 119.99 feet to a point; thence 7) South 55°23'13" West 171.30 feet to the Beginning and containing 1.6212 acres more or less." and known as a portion of the right of way of Dexter Drive as shown on the county tax records, by registered or certified mail, enclosing with such notification a copy of the Resolution of Intent; and

**WHEREAS**, the Town Clerk has advised the Lewisville Town Council that she sent a letter to each of the abutting property owners advising them of the day, time and place of the meeting, enclosing a copy of the Resolution of Intent, and advising the abutting property owners that the question as to closing that portion of Dexter Drive right of way would be acted upon, said letters having been sent by certified mail; and

**WHEREAS**, the Town Clerk has advised the Lewisville Town Council that adequate notices were posted on the applicable street(s) as required by G.S. 160A-299; and

**WHEREAS**, after full and complete consideration of the matter and after having granted full and complete opportunity for all interested persons to appear and register any objections that they might have with respect to the closing of said right of way in the public hearing held on Thursday, March 12, 2020; and

**WHEREAS**, it now appears to the satisfaction of the Lewisville Town Council that the closing of said right of way is not contrary to the public interest and that no individual owning property, either abutting the right of way or in the vicinity of the right of way or in the subdivision in which the street is located, will as a result of the closing, be thereby deprived of a reasonable means of ingress and egress to his or her property;

**NOW, THEREFORE**, all right, title, and interest that may be vested in the public to said area for street purposes is hereby released and quitclaimed to the abutting property owner in accordance with the provisions of G.S. 160A-299.

The Mayor and the Town Clerk are hereby authorized to execute quitclaim deeds or other necessary

**RESOLUTION 2020015 OF THE LEWISVILLE, NORTH CAROLINA  
TOWN COUNCIL  
STREET CLOSING ORDER**

documents in order to evidence vesting of all right, title and interest in those persons owning lots or parcels of land adjacent to the street or alley, such title, for the width of the abutting land owned by them, to extend to the centerline of the herein closed street (with provision for reservation of easements to the Town of Lewisville for utility purposes) in accordance with the provision of G. S. 160A-299.

The Town Clerk is hereby ordered and directed to file in the Office of the Register of Deeds of Forsyth County a certified copy of this resolution and order.

Upon motion duly made by Council Member   Xxx   and duly seconded by Council Member   xxxxx  , the above resolution was duly adopted by the Lewisville Town Council at a meeting held on the 12<sup>th</sup> day of March, 2020 in the Lewisville Town Hall.

Upon call for a vote, the following Council Members voted in the **affirmative: xxxxxxxx** with xxx Council Members voting in the negative.

This the   12<sup>th</sup>   day of   **March, 2020**  , at   xxx   o'clock p.m.

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

ATTEST:

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

(SIGNATURE PAGE TO FOLLOW)

**RESOLUTION 2020015 OF THE LEWISVILLE, NORTH CAROLINA  
TOWN COUNCIL  
STREET CLOSING ORDER**

NORTH CAROLINA

FORSYTH COUNTY

I hereby certify that the foregoing is a true and accurate copy of a resolution duly adopted by the Town Council of the Town of Lewisville, North Carolina, at a meeting held **March 12, 2020**, at **7:30 o'clock p.m.** at the Town Hall in the Town of Lewisville.

**IN WITNESS WHEREOF**, I have hereunto set my hand and have caused the official corporate seal of said Town to be affixed, this the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

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

NORTH CAROLINA

I, \_\_\_\_\_, a Notary Public, do hereby certify that Joyce C. McWilliams Walker, Town Clerk, personally appeared before me this day and acknowledged the due execution of the foregoing certification, for the purposes therein expressed.

WITNESS my hand and notarial seal this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Anastasia Howard  
Notary Public

My Commission Expires: \_\_\_\_\_

**ORDINANCE 2020014 OF THE LEWISVILLE TOWN COUNCIL  
UDO L-159 OF THE UNIFIED DEVELOPMENT ORDINANCES (UDO)  
PROVIDING FOR AN UPDATE TO DEFINITIONS, THE PERMITTED USE TABLE,  
AND OFF-STREET PARKING**

---

---

**WHEREAS**, the Town of Lewisville is in the process of building a new community center; and

**WHEREAS**, in researching information in the UDO to assist in providing information to Town Council, staff, and the architect, it was found that there was no definition for Community Center, nor was there any information in support thereof; and

**WHEREAS**, The Lewisville Planning Board has discussed the need to amend the UDO to provide for community centers; and

**WHEREAS**, The Lewisville Planning Board held its public hearing for the text amendments on January 8, 2020; and

**WHEREAS**, The Planning Board has recommended the amendments to Council with a unanimous vote of 5-0; and

**WHEREAS**, The Council public hearing was advertised in the Winston-Salem Journal on Sunday, February 23, 2020 and Sunday, March 1, 2020.

**NOW THEREFORE BE IT ORDAINED THAT** the Lewisville Town Council approves amending the following of Lewisville Unified Development Ordinances:

**Section 1.** Items to be added are in bold, red, underlined, and highlighted in yellow and items to be deleted are in black, show a strike through, underline and highlight.

**Section 2.** Amend Chapter A Article II - Definitions Ordinance to alphabetically include the addition and definition of **Community Center** as follows: **A building, not otherwise defined, used for recreational, social, educational and cultural activities, other than schools & churches, usually owned and operated by a public or non-profit group or agency.** (See attached.)

**Section 3.** Amend Chapter B.2.6 Permitted Use Table by adding **Community Center** under Institutional and Public Uses and placing a **Z** under **NO, LO, CPO, GO, NB, PB, NSB, HB, GB, CB, LI, CPI, GI, CI, IP, MU-S, LD1-S,** and **LD2-S.** (See attached.)

**Section 4.** Amend Chapter B Table B.3.8 **OFF STREET PARKING REQUIREMENTS** by adding **Community Center** under **PRINCIPAL USES/INSTITUTIONAL AND PUBLIC USES; One space for each four seats of seating capacity in the largest assembly room or one space per 300 sq. ft. of gross floor area whichever is greater** under **MINIMUM REQUIREMENTS;** and **One space per 200 sq. ft. of gross floor area maximum** under **NOTES.** (See attached.)

**ORDINANCE 2020014 OF THE LEWISVILLE TOWN COUNCIL  
UDO L-159 OF THE UNIFIED DEVELOPMENT ORDINANCES (UDO)  
PROVIDING FOR AN UPDATE TO DEFINITIONS, THE PERMITTED USE TABLE,  
AND OFF-STREET PARKING**

---

---

**Section 5.** It is the intent of the Lewisville Town Council that the provisions of this ordinance shall be made a part of the Town of Lewisville Unified Development Ordinances (UDO); that the sections of this ordinance may be re-numbered or re-lettered; and that the word “ordinance” may be changed to “section”, “article”, “chapter” or other appropriate designation to accomplish such intention.

**Section 6.** The effective date of the amendment shall be effective on the date of the adoption of this ordinance.

**Adopted on this the 12<sup>th</sup> Day of March, 2020 by the Lewisville Town Council. Motion to adopt was made by Council Member xxxx and seconded by Council Member xxxx by a vote of x-x.**

APPROVED: \_\_\_\_\_  
Mike Horn, Mayor

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

**Table B.2.6  
PERMITTED USES**

Use Type	Y R	A G	R S 4 0	R S 3 0	R S 2 0	R S 15	R S 12	R S 9	R S 7	R S Q	R M 5	R M 8	R M 1 2	R M 1 8	R M U	M H	N O	L O	C P O	G O	N B	P B	L B	N S B	H B	G B	C B	L I	C P I	G I	C I	I P	C	M U - S	L D 1 - S	L D 2 - S	C O N D S
<b>INSTITUTIONAL AND PUBLIC USES</b>																																					
Community Center																	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z	Z

Z = Permit from Zoning Officer                      A = Board of Adjustment Special Use Permit                      <sup>1</sup>See Section B.2-1.3(E)(3)  
P – Planning Board Review                              E – Elected Body Special Use Permit                      <sup>2</sup>See Section B.2-1.3(G)(3)  
The number in the **CONDS** column references the subsection of Section B.2-5 (i.e., 23 refers to Section B.2-5.23)                      <sup>3</sup>See Section B.2-5.64  
This Table should be used in conjunction with Sections B.2-4.1 through B.2-4.6.                      <sup>4</sup>See Section B.2-1.5(D)(11)

**Article II Definitions**

**COMMUNITY CENTER.** A building, not otherwise defined, used for recreational, social, educational and cultural activities, other than schools & churches, usually owned and operated by a public or non-profit group or agency.

**Table B.3.8  
OFF-STREET PARKING REQUIREMENTS**

PRINCIPAL USES	MINIMUM REQUIREMENTS	NOTES
<b>INSTITUTIONAL AND PUBLIC USES</b>		
Community Center	One space for each four seats of seating capacity in the largest assembly room or one space per 300 sq. ft. of gross floor area whichever is greater.	One space per 200 sq. ft. of gross floor area maximum.

**ORDINANCE 2020006 OF THE LEWISVILLE TOWN COUNCIL  
UPDATING CHAPTER 4 OF THE LEWISVILLE TOWN CODE  
TO ALLOW THE SALE OF ALCOHOLIC BEVERAGES  
BEFORE NOON ON SUNDAYS AT LICENSED PREMISES**

---

---

**WHEREAS**, on June 29, 2017, the North Carolina General Assembly enacted Senate Bill 155, entitled "An Act to Make Various Changes to the Alcoholic Beverage Control Commission Laws"; and

**WHEREAS**, Section 4 of Ratified Senate Bill 155 authorizes city and county governments to adopt an ordinance to allow alcohol sales beginning at 10 am on Sundays; and

**WHEREAS**, Ratified Senate Bill 155 was signed into law by Governor Roy Cooper on the 30th day of June, 2017 and became effective on that date (Session Law 2017, Chapter 87); and

**WHEREAS**, The Town Council of Town of Lewisville, North Carolina approved Ordinance 2018028 on April 12, 2018 pursuant to the authority granted by S.L. 2017-87 that any establishment located in the corporate limits of Town of Lewisville and holding an ABC permit issued pursuant to G. S. 18B - 1001 is permitted to sell beverages allowed by its permit beginning at 10 A.M. on Sundays.

**NOW THEREFORE BE IT ORDAINED** that *Chapter 4: Alcoholic Beverages* of the Lewisville Town Code be amended as follows to reflect the approval granted by Council on April 12, 2018:

**Section 1.**      Add § 4-2 Allowances

Provide that any establishment located in the corporate limits of the Town of Lewisville and holding an ABC permit issued Pursuant to G. S. 18B-1001 is permitted to sell beverages allowed by its permit beginning at 10 A.M. on Sundays.

**Section 2.**      All laws and clauses of law in conflict herewith are repealed to the extent of any such conflict.

**Section 3.**      This ordinance becomes effective on the day of adoption.

**Adopted this 13<sup>th</sup> day of February, 2020 by the Lewisville Town Council.**

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

ATTEST:

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