Lewisville Town Council
Budget and Action Meeting #2 **(continued from 04-13-2020)**
Agenda - Monday, April 20, 202020 - 6:00 p.m.
Originating via ZOOM Electronic Meeting from Lewisville Town Hall
6510 Shallowford Road

1. **Call to Order**
   a. Roll Call
   b. Approval of Agenda

2. **Approval of Minutes**
   a. April 9, 2020
   b. April 13, 2020
   c. April 16, 2020

3. **PARTF Discussion** (from 04-13 and 04-16-2020 meetings)
   a. **Resolution 2020023** - approving the Jack Warren Park Site Master Plan Report
   b. **Resolution 2020021** - approving preliminary Parks, Recreation and Cultural Development Master Plan
   c. **Resolution 2020025** - approval to proceed with an application for consideration of a PARTF grant for improvements at Jack Warren Park

4. **Board and Committee Restart**

5. **Budget Review**
   a. General Fund
      i. Revenues (reviews completed at the 04-13-2020 meeting)
      ii. Expenditures by Department Page 16
         (1) Governing Body Page 17
         (2) Administration Page 18
         (3) Student Leadership Page 19
         (4) Finance Page 20
         (5) Debt Service Page 21
         (6) Planning Page 22
         (7) Beautification Page 23
         (8) Community Policing Page 24
         (9) Public Safety Page 25
         (10) Public Works Page 26
         (11) Streets Page 27
         (12) Powell Bill Page 28
         (13) Stormwater Page 29
         (14) Solid Waste Page 30
         (15) Recycling Page 31
         (16) Parks and Recreation Page 32
   b. Willow Run Municipal Service District
      i. Revenues Page 40
      ii. Expenses Page 41
   c. Capital Reserve Funds Page 42

d. Capital Project Funds Page 43

6. **Adjournment**

DRAFT (Amended 04-15-2020)
Lewisville Town Council
Regular Meeting Minutes
April 9, 2020 - 7:30 p.m.
Originating via ZOOM Electronic Meeting from Lewisville Town Hall
6510 Shallowford Road - Room 110

1. **Call to Order**
   a. Mayor Horn opened the meeting electronically at 7:46 p.m. Council members attending electronically were Jeanne Marie Foster, Fred Franklin, Melissa Hunt, Ken Sadler, David Smitherman, and Jane Welch. Also attending electronically were Town Manager Hank Perkins, Attorney Bo Houff, Town Planner Stacy Tolbert, Finance Director Pam Orrell, Acting Public Works Director Ryan Moser and town Clerk Joyce Walker.
   b. Attorney Bo Houff provided the Invocation.
   c. Adoption of Agenda
      i. Mayor Horn called everyone's attention 11.d., which had been added since the agenda was mailed to everyone on Tuesday.
      ii. Vienna Village sign update was added to Administrative Reports 12.b.iii.
      iii. With those additions, Council Member Sadler moved to approve the agenda as amended. The motion was seconded by **Council Member** ~~Melissa~~ Hunt and approved unanimously.

2. **Consent Agenda**
   a. Consent Agenda for approval
      i. **Resolution 2020019** - Acceptance and Approval of Monthly **Financials for the eight months ending February 29, 2020**
         (1) Mr. Franklin noted that there was a typing error on the approval date and that it should be changed from April 2nd to April 9th.
      ii. Approval of Council Briefing and Action **Minutes - February 6, 2020**
      iii. Approval of Council Regular Meeting **Minutes - February 13, 2020**
      iv. Approval of Council Briefing and Action **Minutes - March 5, 2020**
      v. Approval of Council Regular Meeting **Minutes - March 12, 2020**
      vi. Approval of Council Special Meeting **Minutes - March 16, 2020**
   b. Council Member Franklin moved to approve the Consent Agenda. The motion was seconded by **Council Member** ~~Jane~~ Welch and approved unanimously. Resolution 2020019 is herein incorporated by reference into the minutes.

3. **Introductions, Presentations, Recognitions and/or Proclamations**
   a. **Introductions, Recognitions, Presentations and/or Proclamations**
      i. Recognitions
         (1) Mayor Horn recognized Sarina Horner, Student Leadership Member, for receiving the Governor's Award for Youth Volunteerism. Working with the Winston-Salem Transit Authority, she has had the 2-bag rule for buses removed, noting that those who need to use the bus need to be able to bring more than 2 bags on the bus when grocery shopping. Additionally, she has asked, "If not you, then who" to get more people involved in community service.
            (a) Mayor Horn also mentioned that Sarina's sister was also a past member of the Town's Student Leadership program and that both

were involved in a mentoring program.

ii. Presentations

(1) Town Manager Hank Perkins, read the 2020-2021 Budget Message as follows:

April 9, 2020

To: Mayor Mike Horn
Mayor Pro Tempore Jeanne Marie Foster
Council Member Fred Franklin
Council Member Jane Welch
Council Member Melissa Hunt
Council Member Kenneth Sadler
Council Member David Smitherman

Subject: Fiscal Year 2020-2021 Budget Message

Honorable Mayor and Town Council:

Budget Message

Executive Summary

As Town Manager, I am pleased to present the proposed General Fund budget of $4,751,485 for fiscal year 2020-2021. The budget as proposed includes maintaining the current tax rate of 17.7 cents per $100 of valuation. This budget shows an increase in the General Fund budget from the previous year budget, as adopted for July 1, 2019, of $95,160 or 2.04%. This budget as proposed is balanced with $230,510 in fund balance from the General Fund. This fund balance appropriation represents the costs associated with projects that are not recurring operational costs.

The tax base for the Town, as of April 1, 2020 was $1,426,177,776 producing estimated Ad Valorem tax revenue of $2,448,605 with one cent of the tax rate equaling approximately $138,339.

The Town of Lewisville also collects a levy for a municipal service district. The current tax rate is 5 cents per $100 of valuation. The proposed tax rate for the municipal service district for fiscal year 2020-2021 is unchanged at 5 cents per $100 valuation.

The Town Council has been diligent and used sound financial planning to continue its commitment to the citizens of Lewisville to provide the highest standard of services. They have done this while maintaining a level of fund balance to secure future funding opportunities. The available fund balance was

$6,306,112 as of June 30, 2019. This represents a fund balance at approximately 132.72% based on the projected upcoming fiscal year budget for 2020-2021. This measure is well within the guidelines established in the Comprehensive Financial Management Policy adopted by the Town Council.

The Economy

Our country is experiencing a time of unprecedented uncertainty, at least in recent memory. A virus known as COVID-19 has created a global pandemic event. This event has created a period of economic activity unlike any seen in recent decades. Conditions and predictions for the future are changing quickly. The rapidly changing nature of the pandemic and the economic impacts of the resulting public health challenges have left economists and businesses scrambling to predict what this means for the future.

In response to "combating" COVID-19, a number of emergency declarations, both at state and local levels have closed schools, closed businesses deemed non-essential and through statewide order, required most North Carolinians to "Stay at Home". The state of the economy is obviously very much uncertain with a number of moving parts. All of the factors just mentioned have made predicting revenues for fiscal year 2020-2021 difficult and challenging, especially sales tax revenue, which is our Town's second largest revenue source behind property tax.

Per the North Carolina League of Municipalities, there is growing consensus there will be a sharp economic decline in April through June of 2020. It is expected that this period of business closures and increased unemployment will be followed by a least one more quarter of negative growth. The longer "stay at home" orders stay in effect the more likely it becomes that the steepest period of economic decline could go beyond June. Unknowns include, whether consumer spending will quickly rebound once social distancing measures and other restrictions are eased or will unemployment caused by business closures cause consumers to hold back on spending for even longer. Only time will tell what impact this public health event will have on the long term economic future of the state and the nation.

In projecting revenues for the 2020-2021 budget, we have followed the guidance of the North Carolina League of Municipalities along with their researchers and economists. They have provided their most conservative projections for how our municipal revenues will emerge in the new fiscal year. As such, we are budgeting for significant declines in our sales tax revenue and investment earnings.

The anticipated decline in revenues is coupled with an increase in service costs for several of our service contracts that had to be renegotiated for this next fiscal year. Budgeting for the economic uncertainty of our municipal revenues coupled with increasing service costs has been a challenge. I would like to stress to Council that the revenue projection conversation this year will need to be an ongoing one as we see how the economy rebounds after the pandemic has ended. We have taken a conservative approach in putting together the budget for the next fiscal year. But only time will tell how the economy will be affected in the long term.

<u>Town Services</u>

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The Town of Lewisville stays committed to the continuation of all of its existing services for the upcoming fiscal year to include, parks and recreation, finance, administration, planning and zoning, public works, residential garbage and recycling, storm water management, community policing, and beautification. All services are proposed to continue at current service delivery levels for the upcoming fiscal year.

Capital Reserve Funds

The Town has four capital reserve funds. Currently, annual appropriations to all these funds total $405,000.

At the Town Council planning session, recently held on February 1, Council re-affirmed its desire to proactively support the development of the downtown area, and road and sidewalk improvements throughout the Town, as well as its desire to develop future capital facilities such as the new community center.

During fiscal year 2017-2018, the Town Council learned that the North Carolina Department of Transportation plans to assume financial responsibility for the remaining work to be done on the Great Wagon Road to include design, right-of-way acquisition, and construction. As construction of the Great Wagon Road progresses, we anticipate that the Town of Lewisville will participate financially with the NC Department of Transportation on enhancements such as sidewalks, trees, and streetlights as well as the design and installation of water and sewer infrastructure. The Town currently has $933,686 saved in a capital reserve fund and $734,227 available in the Great Wagon Road ROW/Construction Capital Projects Fund. Between the funds in the capital reserve fund and those in the capital project fund, the Town has $1,667,913 to fund any future expenditures related to the Great Wagon Road. As mentioned earlier, budgeting for the 2020-2021 fiscal year has been made more difficult with uncertain revenue levels and rising service level costs. As such, the budget, as proposed, suspends its annual contribution to the Great Wagon Road ROW/Construction Capital Reserve Fund of $115,000 during the 2020-2021 fiscal year. Doing so will allow the Town to maintain its current service levels in the new fiscal year in light of the uncertain revenue estimates.

The Town's Storm Water Capital Reserve Fund is fast approaching its designated goal. The capital reserve ordinance states that the Town will continue to transfer $95,000 to the capital reserve until June 30, 2022 or until the capital reserve reaches a balance of $560,000. Only $25,825 is required to reach that goal. Thus, the budget, as proposed, reduces the contribution to the Storm Water Capital Reserve to $25,825 in the 2020-2021 budget.

Funding for all of the capital reserves is proposed as follows:

Storm Water Capital Reserve	$25,825
GWR ROW/Construction Capital Reserve	$0

Sidewalks/Bike Paths/Greenways Capital Reserve	$25,000
Municipal Buildings/Land Capital Reserve	$170,000
Total	$220,825

These contribution changes have made it possible to propose this budget as balanced for fiscal year 2020-2021.

Capital Projects

The Capital Projects that remain in the budget during Fiscal Year 2020-2021 are as follows.

Active Projects
Great Wagon Road ROW/Construction
Gateway Project
Heritage Drive Regional Storm Water Pond #1
Community Center
Roundabout at Lewisville-Vienna Road and Robinhood Road

Non-Active Projects
JWP Maintenance Facility/Playground Expansion

Storm Water Project

In order to keep up with development in the downtown area, the Town decided to move forward with suggestions made in the 2006 Storm Water Study. Council authorized the Heritage Drive Regional Storm Water Pond #1 Capital Projects Fund. The project authorized is the purchase of land and/or easements, design and engineering, and construction of a BMP (Best Management Practice) wet pond for storm water treatment in the downtown area of the Town of Lewisville. The pond will be located just southwest of the intersection of Shallowford Road and Heritage Drive.

Community Center

In April, 2019 the Town Council authorized the Community Center Capital Projects Fund. The new community center will be financed using funds from the Town's Municipal Buildings/Land Capital Reserve Fund, installment financing, and transfers from the general fund as necessary. The Town has engaged an architect firm to design the community center. Early cost estimates have the total cost of the project ranging from $5,048,000 to $5,295,000. The Town plans to begin construction on the new community center in the upcoming fiscal year.

Transportation Projects

The Town will continue design work on the Gateway Project along with right-of-way and construction

work in the coming fiscal year. This project is a roadway project to make improvements from the Highway 421 Interchange on Williams Road with improvements continuing on Williams Road between the interchange and the newly constructed roundabout at Shallowford Road and Williams Road. This is a project utilizing federal STP-DA funds. This project has an estimated cost of approximately $1.5 million. The project will be paid for with 80% of the expected costs coming from federal aid with a 20% match from the Town. The Town's contribution is expected to be approximately $298,936.

The Town has also been awarded funding for the construction of a single lane roundabout at Robinhood Road and Lewisville-Vienna Road. The project will include necessary sidewalk connections at the roundabout and streetscape, lighting, and landscaping. The project has an estimated cost of approximately $1,270,000. The project will be paid for with 80% of the expected costs coming from federal aid with a 20% match from the Town. The Town's contribution is expected to be approximately $254,000.

The Town has also been awarded funding for a CMAQ project to extend the sidewalk along Lewisville-Vienna Road from Riverwood Drive to Robinhood Road. The project will be paid for with 80% of the expected costs coming from federal aid with a 20% match from the Town. The total cost of the project is estimated at $1,234,411 which includes the Town's participation of $246,882.

Planning

In the 2017-2018 fiscal year, the Planning Board, working with staff and the Town Council, completed a planning process that has resulted in the presentation and acceptance by Council of the Northeast Area Plan. This plan has been years in development ahead of a new public middle school in the vicinity of the intersection of Lewisville-Vienna and Robinhood Road. This new school is anticipated to have a significant impact on the growth and development of the northeast area of the Town. This plan serves as a template or guide to help plan for and guide future developmental and transportation activities in this area.

Now, the Planning Board, the Parks, Recreation and Cultural Development Board, and staff desire to engage in work related to two core project areas. The first area would be the redrafting of the Town's Comprehensive Plan. The second area of work would be to reformat the Parks, Recreation and Cultural Development Master Plan.

The budget as proposed contains funding to facilitate this work.

Conclusion

In conclusion, this budget reflects the desire of Council to address the needs of the Town, while being cognizant of economic conditions. Choices made in expenditures were done to meet the priorities and goals of the Council established during the year with the assistance of numerous advisory boards and committees. During the next few weeks, the Council will meet to deliberate the proposal set forth, and

make adjustments as needed.

I would like to thank the staff for their assistance with the development of this budget and the Town Council for their continued guidance and support. Final adoption of the budget will be scheduled for the Council meeting in June.

If I may be of any assistance, please feel free to contact me.

Sincerely,

William H. Perkins, Jr.
Town Manager

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(2) Mayor Horn and Manager Perkins will be delivering hard copies of the budget to each member of Council in preparation of the budget meeting on Monday, April 13th.

4. **Public Forum**
   a. Mayor Horn opened the Public Forum at 8:13 p.m.
      i. There were no members of the public accessing Zoom to speak.
      ii. The Town Clerk acknowledged she has received an email to be read for the Public Forum as follows:

I would like this to be read in the public comments portion of the council meeting. The first opportunity if possible.

In 2019 there was concern expressed that some developers of new subdivisions in the town were clearing most of the trees in the grading or site preparation phase. At a fall council meeting this topic was discussed and as I recall it was suggested this should be addressed by the town and developers be required to preserve at least some of the trees on the site. If I recall this policy was to be adopted soon. On October 16 I wrote an e-mail to Mayor Horn regarding the Belle Grove subdivision and mentioned the clearing of trees on this heavily wooded tract of land. Mayor Horn responded on October 17. and I quote---

"currently our planner is working to develop specific requirements for tree preservation which can be incorporated into our UDO ".

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I would like to ask if there have been changes made to the UDO yet ? If not it is this still something the town plans to do and there may be a time line you could share for this to happen or perhaps I have missed the fact this has been already done.
Thank you for your attention to this matter.
Ken Baker
1637 South Marblehead Road
Lewisville NC 27023

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iii. Mayor Horn thanked Mr. Baker and asked the Planner where this stands.
(1) Mrs. Tolbert indicated the Planning Board is working with the Beautification Committee on this issue.

b. Having no other communications for the Public Forum, it was closed at 8:17 p.m.

5. **Appointments**
a. None.

6. **Public Hearings**
a. None.

7. **Evidentiary Hearings**
a. None.

8. **Annexation Requests**
a. None.

9. **Preliminary Site Plan Approvals**
a. None.

10. **Unfinished Business**
a. None.

11. **New Business**
a. Report from Special Projects Review Committee meeting - Council Member Jane Welch
i. Request from Senior Services for a donation of $6,000.00 to feed four (4) homebound Lewisville seniors for one (1) year
(1) **After speaking with the Director of Senior Services, Mrs. Welch found out that Meals on Wheels actually services 10-15 residents a year at $1,500.00 per person.**
(a) **Using that calculation, the Committee would like to provide meals for two (2) additional residents at a cost of $3,000.00 additional dollars.**

(2) **Due to the impact of the COVID-19 pandemic**, Special Projects Review Committee members recommended **feeding six (6) residents at a cost of** $9,000.00.

(3) ~~It takes $1,500.00 per person per year to feed one person in the Meals on Wheels program~~.

(a) ~~The committee used this calculation to determine six (6) Lewisville residents could be fed at $9,000.00.~~

(4) **Ordinance 2020019** - amending Budget Ordinance 2019001 in the amount of $9,000.00 to donate to Senior Services for the Meals on Wheels program

(a) Council Member Welch moved to approve Ordinance 2020019. The motion was seconded by Council Member Sadler and approved unanimously. Ordinance 2020019 is herein incorporated by reference into the minutes.

b. **AV Design Services** for the new Community Center

i. Mr. Perkins wanted to make Council aware that Clark Powell will be doing the AV design work for the new Community Center and will need a payment of around $3,200.00 (retainer i.e. down payment) for the design work.

(1) This "down payment" is a part of the overall expected future costs of the Clark Powell Audio Visual work for the proposed community center.

(2) A request has been given to the legislature for assistance in funding this portion of the project.

(3) Members of Council were in agreement to move forward with this.

c. Report on Warren artifacts for Warren property (new Community Center)

i. ~~Original bricks have been recovered from the chimney.~~ **Mayor Horn and Acting Public Works Director Ryan Moser inspected the original home site to determine if there was anything that could be incorporated into the new community center. Their recommendation was to attempt to recover bricks from the chimney for use in a section of sidewalk at the new community center.**

(1) ~~There was a suggestion to use these bricks in a section around the sidewalk.~~

(2) Council members ~~were in agreement to utilize the bricks in that manner~~ **agreed with this plan**.

d. **Ordinance 2020020** - amending Budget Ordinance 2019001 in the amount of $1,724.00 to contract for a tree protection area at 7632 Warren Park Drive

i. Council Member Foster moved to approve Ordinance 2020020. The motion was seconded by Council Member Hunt and approved unanimously. Ordinance 2020020 is herein incorporated by reference into the minutes.

e. Approval of 2020 calendar changes

i. Due to the COVID-19 pandemic, the meeting and budget calendars have been amended.

(1) **Town meeting calendar**

(a) Council Member Smitherman moved to change meetings scheduled for 7:30 p.m. to 6:00 p.m. as long as Council is meeting remotely. The motion was seconded by **Council Member** ~~Melissa~~ Hunt and approved unanimously.

(b) Council Member Franklin moved to approve the amended meeting calendar. The motion was seconded by Council Member Foster and approved unanimously.

(2) **Council budget calendar**

(a) Attorney Houff suggested "and any other business that might come before Council" be added to the budget meetings.

(b) Council Member Franklin moved to approve the amended meeting calendar. The motion was seconded by Council Member Foster and approved unanimously.

12. **Administrative Reports**

a. There are no upcoming **Events at Shallowford Square;** however, Town Hall will be closed on Friday, April 10th for the Good Friday holiday.

b. Manager's Report

i. PARTF grant update

(1) To date, there have been 888 responses to the on-line survey since the Town was unable to have a public meeting due to COVID-19.

(2) Jim Ford and Mike Norris, McGill, provided a proposed site plan to be considered for the amenities at the park.

(a) Council members discussed each of the amenities on the plan.

(b) The results of the online PARTF survey were discussed and the group's perceived top three (3) items based on question #12 were also discussed.

(c) One item of discussion centered around a proposed dog park.

(i) A number of respondents remarked they would like to see a dog park at Jack Warren.

(3) Council also discussed the amount that could be requested ($387,000.00) as a match based on the value of the donated land; the cost of each of the amenities; and whether all of the highest ranked items would be submitted for the grant.

(a) It was noted that two amenities would be included in the community center and have been identified.

(b) Everyone was reminded that whatever is chosen must remain as part of the park for 25 years.

(4) After reviewing each item, Council determined they would like to see each item and its cost to help in determining a selection.

(a) Mr. Norris will provide an amended site plan for the meeting on Monday with a full list of amenities along with the value of each.

(b) He will also provide a proposed location for a dog park.

ii. Report on COVID-19

(1) Mr. Perkins reported on steps that have been taken to protect everyone during the pandemic.

(a) Town Hall has been closed to protect employees

(b) Public bathrooms have been closed and water fountains and playgrounds shut down to protect the public.

(c) Services have been contracted to empty the public trash cans at the park.

iii. Vienna Village sign request update

(1) Mayor Horn moved to table to the briefing. The motion was seconded by Council Member Franklin and approved unanimously.

c. Clerk's Report

i. None.

d. **Approvals at the Briefing and Action Meeting on April 2, 2020**

i. Ditch line repairs at Marblehead Lake

(1) **Ordinance 2020016** - amending Budget Ordinance 2019001 in the amount of $28,280.00 to contract for ditch line repairs and pipe work at Lake Marblehead

(2) **Resolution 2020020** - awarding the contract to Russell Construction Company to do the ditch line repairs at Lake Marblehead in an amount not to exceed $28,280.00

ii. Demolition of Town structures

(1) **Ordinance 2020017** - amending Budget Ordinance 2019001 in the amount of $12,800.00 to contract with KDT Grading, Inc. to demolish the structures at 7632 Warren Park Drive

(2) **Resolution 2020018** - awarding contract to KDT Grading, Inc. to demolish the structures at 7632 Warren Park Drive

iii. **Ordinance 2020018** - amending Budget Ordinance 2019001 in the amount of $6,854.00 to budget for unanticipated costs related to 2019 local municipal election

e. Ratifying actions taken on April 2, 2020 at Council briefing

i. Council Member Franklin moved to ratify the actions approved by Council at the meeting on April 2nd and noted by Mr. Perkins (above). The motion was seconded by Council Member Welch and approved unanimously.

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

a. Public Comments

i. Mayor Horn opened Public Comments at 10:19 p.m.

ii. Having no members of the public accessing Zoom to speak, Public Comments were closed at 10:20 p.m.

b. Council Comments

i. Mayor Horn commented on keeping healthy during the COVID-19 pandemic:

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(1) In this time of religious observance, please remember to follow health guidelines to keep 6' apart and continue handwashing.
(2) Stay at home.
(3) Please donate to Second Harvest Food Bank.
(4) Give blood if you can.
(5) He also thanked staff for continuing to provide service to the Town, the Council for their work, and Council Member Hunt for her assistance with Zoom.
(6) Additionally, residents were thanked for their support and support to their own family and friends.

ii. A draft of the RFP for the Comp Plan and Parks and Recreation Master will be available for review.

c. Adjournment

i. Having no other business to discuss, Council Member Smitherman moved to adjourn the meeting at 10:25 p.m. The motion was seconded by Council Member Sadler and approved unanimously.

Mike Horn, Mayor

ATTEST:

Joyce C. McWilliams Walker, Town Clerk

DRAFT
Lewisville Town Council
Budget and Action Meeting #1
Minutes - Monday, April 13, 202020 - 6:00 p.m.
Originating via ZOOM Electronic Meeting from Lewisville Town Hall
6510 Shallowford Road

1. **Call to Order:**
   a. Roll Call
      i. Mayor Horn opened the meeting electronically at 6:02 p.m. Council members attending electronically were Jeanne Marie Foster, Fred Franklin, Melissa Hunt, Ken Sadler, David Smitherman, and Jane Welch. Also attending electronically were Town Manager Hank Perkins, Attorney Bo Houff, Town Planner Stacy Tolbert, Finance Director Pam Orrell, Acting Public Works Director Ryan Moser and town Clerk Joyce Walker.
      ii. Mike Norris, McGill and Associates, was attending electronically to discuss the PARTF grant.
   b. Approval of Agenda
      i. Council Member Hunt moved to approve the agenda. The motion was seconded by Council Membe Sadler and approved unanimously.

2. **PARTF Discussion**
   a. Revised site plan and cost estimates
      i. Revised plans of the site plan were presented to Council that included a list of each proposed feature and the approximate cost of each.
         (1) There was discussion on how to achieve the most points for the application.
         (2) Various amenities were discussed including:
            (a) Space would be reserved for future features.
            (b) The dog park would not be too close to the playground.
               (i) Council was asked to consider another Town property for the dog park.
            (c) The splash pad would be close to the playground so parents could monitor.
            (d) Public art was explained.
            (e) A loop was suggested for the nature trail so that walkers would not have to back track.
            (f) A recirculating system was suggested for the splash pad.
            (g) The number one item from the survey was the natural surface trail, agreeing with the Beautification Committee and the community center stakeholder group.
         (3) There was clarification on the number of amenities needed for the application.
            (a) Two have been identified for the interior of the community center:
               (i) Multi-purpose room.
               (ii) Arts and activity room
            (b) A third will be determined for the site from the features presented.

ii. Discussion of survey results
- (1) Ages of the respondents were provided.
- (2) Information was provided on how the items for question 12 on the survey were selected.
  - (a) Some of the items were from current trends and others were to give a broad spectrum of recreational items.
- (3) Although there were a number of comments for a dog park, there was a question whether the survey information and/or comments were accurate enough to support it being that high a priority.
- (4) After additional discussion and review of amenities and their costs, Mayor Horn moved to approve the two new amenities as the natural play area and (amended) drawing of the nature trail (making a loop). The motion was seconded by Jane Welch and approved unanimously.
  - (a) Mr. Norris recommended showing "Reserved for Future Park Development" for the next phase.
  - (b) There was additional discussion on having a dog park and whether it should be shown on the site plan, even though future.
    - (i) After discussion, Mayor Horn asked that the dog park not be a part of the final site plan as a future amenity on the final plan.
      - 1) Council members Foster, Hunt, Sadler and Smitherman were in agreement.
      - 2) Council Members Franklin and Welch were not in agreement.
  - (c) Council Member Hunt moved to consider another location for a dog park and that the location be included in a Parks, Recreation and Cultural Development's Master Planning process. The motion was seconded by Council Member Sadler and approved unanimously.
  - (d) Council Member Smitherman asked if people could at least walk their dogs on the trail at the park.
    - (i) Mayor Horn asked that the dog park question be remanded to the Parks and Rec Board for their view and comment.

b. CIP discussion

i. Mr. Perkins indicated there needed to be a special meeting called for: facts and assurances; have Council sign off on affirmation of the application; and so that the draft application can be reviewed.
- (1) Staff was instructed to advertise for a special meeting on Thursday, April 16th at 6:00 p.m.

Council Member Franklin had to leave the digital meeting at 7:25 p.m.; however, he said he would return

shortly.

Council took a bread from 7:26 p.m. to 7:32 p.m.

Council Member Franklin returned to the digital meeting at 7:37 p.m.

3. **Budget Review**
   a. General Fund
      i. Revenues Pages 1-15
         (1) Mrs. Orrell explained all of the revenues received by the Town and how the past two budgets were used to establish recommendations for the upcoming budget.
            (a) Council members will be sent trends for the last four (4) years for their review.
            (b) Dr. Sadler, Mrs. Foster and Mr. Houff requested digital copies of the budget.
      ii. Expenditures
         (1) Mrs. Orrell advised that any expenditures that seemed to be out of the ordinary were highlighted by department on pages 34-37.
         (2) Council members were asked to review each line item and note any item for discussion.
         (3) Council Member Franklin suggested stopping at this point and praised staff for not going into fund balance and for maintaining the current tax rate.

At 8:41 p.m., Council Member Sadler moved to continue the meeting to the next budget meeting (to be held on Monday, April 20th). The motion was seconded by David Smitherman and approved unanimously.

_____
Mike Horn, Mayor

ATTEST:

_____
Joyce C. McWilliams Walker, Town Clerk

DRAFT
Lewisville Town Council Special Meeting Minutes
Thursday, April 16, 2020 - 6:00 p.m.
Originating via ZOOM Electronic Meeting from Lewisville Town Hall
6510 Shallowford Road - Room 110

1. **Call to Order:**
   a. Mayor Horn opened the meeting electronically at 6:06 p.m. Council members attending electronically were Jeanne Marie Foster, Fred Franklin, Melissa Hunt, Ken Sadler, David Smitherman, and Jane Welch. Also attending electronically were Town Manager Hank Perkins, Attorney Bo Houff, Finance Director Pam Orrell, and Town Clerk Joyce Walker.
      i. Mike Norris and James Ford, McGill and Associates, were attending electronically to discuss the PARTF grant.
   b. Approval of Agenda
      i. Council Member Sadler moved to approve the agenda. The motion was seconded by Council Member Smitherman and approved unanimously.

2. **Approval of Minutes**
   a. Council Member Sadler moved to postpone approval of the April 9th and April 13th meeting minutes and move to the budget meeting on Monday, April 20, 2020. The motion was seconded by Council Member Hunt and approved unanimously.

3. **PARTF Grant Review and Discussion**
   a. Updated PARTF site plan review
      i. Council members were presented the amended site plan with the requested changes.
         (1) A paved connector was added.
         (2) The connector loop was added on the nature trail.
         (3) Text language was updated.
         (4) Future amenities were noted.
         (5) Proposed amenities for grant:
            (a) Multi-purpose room in community center.
            (b) Art activity room in community center.
            (c) Nature trail on property.
            (d) Natural play area on property.
   b. Cost estimates review
      i. Council members reviewed the list of project elements and the cost of each.
         (1) It was noted that the construction management, site planning, preliminary design, survey and appraisals and cost of preparing the application had been reduced from 10% (a previous estimate) to 5%.
   c. Jack Warren Park Master Plan report
      i. Council members were provided an overview of the document by Mr. Ford.
      ii. Council members noted a few changes that needed to be made:
         (1) Acknowledgments needed to be updated:
            (a) Include the property donor, Mary Alice Warren.
            (b) Correct Parks and Recreation board members.
            (c) Add Members of the Lewisville Beautification Committee.
      iii. Council members discussed reviewing in more detail and asked if it would be

acceptable to take more time before the preliminary submission.

(1) Council Member Hunt moved to move this item to the Monday budget and action meeting. The motion was seconded by Council Member Foster and approved unanimously.

d. CIP and other documents pertaining to the Town application for the 2020 PARTF grant cycle application process

i. **Resolution 2020024** - approving the Jack Warren Park site plan

(1) Council Member Hunt moved to approve Resolution 2020024. The motion was seconded by Council Member Franklin and approved by Council Member Franklin. Resolution 2020024 is herein incorporated by reference into the minutes.

ii. **Resolution 2020022** - approving the CIP, cost estimates, Basic Facts and Assurances, and the Jack Warren Park Master Plan associated with the Town of Lewisville's application for the 2020 PARTF grant cycle application process

(1) Council Member Franklin moved to approve Resolution 2020022 for the CIP, cost estimates, and Basic Facts and removing the Jack Warren Park Master Plan to be placed on the meeting agenda for Monday, April 20, 2020. The motion was seconded by Council Member Hunt and approve unanimously. Resolution 2020022 is herein incorporated by reference into the minutes.

iii. **Resolution 2020021** - approving Comprehensive System-Wide Parks and Recreation Master Plan

(1) This item is moved to the Budget and Action meeting on Monday, April 20, 2020.

e. Consideration of approval

i. **Resolution 2020025** - approval to proceed with an application for consideration of a PARTF grant for improvements at Jack Warren Park

(1) This item is moved to the Budget and Action meeting on Monday, April 20, 2020.

4. **Adjournment**

a. Having no other business to discuss, Council Member Smitherman moved to adjourn the meeting at 7:08 p.m. The motion was seconded by Council Member Welch and approved unanimously.

_____
Mike Horn, Mayor

ATTEST:

_____
Joyce C. McWilliams Walker, Town Clerk

RESOLUTION 2020023 OF THE LEWISVILLE TOWN COUNCIL
APPROVING THE 2020 JACK WARREN PARK SITE MASTER PLAN REPORT

WHEREAS, the Lewisville Town Council has reviewed the information on the Town of Lewisville's 2020 Jack Warren Park Site Master Plan; and

WHEREAS, the Master Plan continues to support a family friendly environment for future generations.

NOW, THEREFORE, BE IT RESOLVED BY THE LEWISVILLE TOWN COUNCIL that the 2020 Jack Warren Park Site Master Plan Report is approved..

Resolved, approved and effective upon adoption, this the 20th day of April, 2020 by the Lewisville Town Council.

_____
Mike Horn,
Mayor

ATTEST:

_____
Joyce C. McWilliams Walker
Town Clerk

RESOLUTION 2020021 OF THE LEWISVILLE TOWN COUNCIL APPROVING PRELIMINARY PARKS, RECREATION AND CULTURAL DEVELOPMENT BOARD'S MASTER PLAN

WHEREAS, the Lewisville Master Plan for the Town of Lewisville received gifts of property; and

WHEREAS, the Town's Parks, Recreation and Cultural Development Plan has not been updated since the receipt of these properties; and

WHEREAS, McGill Associates, PA was selected to update this plan.

NOW, THEREFORE, BE IT RESOLVED BY THE LEWISVILLE TOWN COUNCIL that the Lewisville Town Council accepts the preliminary update to the Lewisville Parks, Recreation and Cultural Development Master Plan.

Resolved, approved and effective upon adoption, this the 16th day of April, 2020 by the Lewisville Town Council.

_____
Mike Horn,
Mayor

ATTEST:

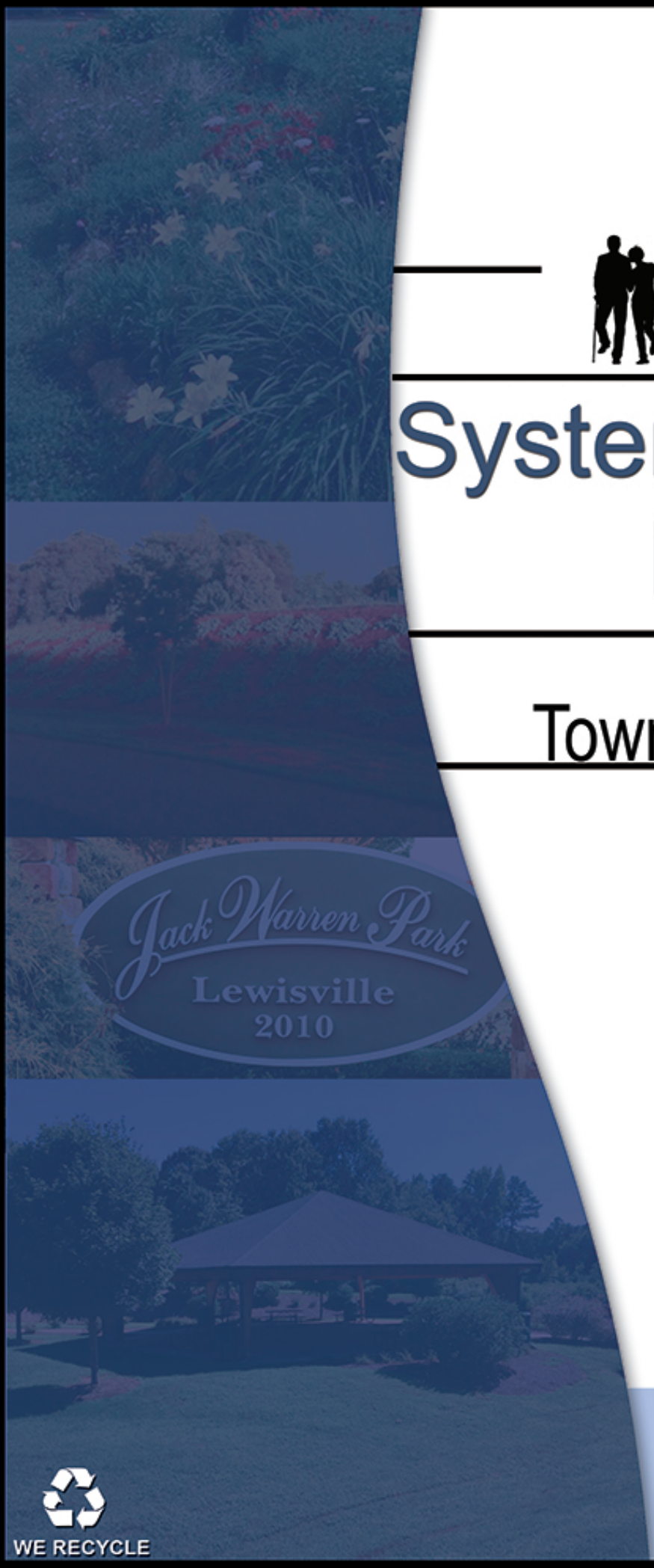
_____
Joyce C. McWilliams Walker
Town Clerk

2020

System-wide Master Plan

Town of Lewisville

North Carolina



WE RECYCLE

TOWN OF LEWISVILLE NORTH CAROLINA

mcgill

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SECTION 1 INTRODUCTION

1.1 INTRODUCTION

The Town of Lewisville is residential community of more than 13,000 located in western Forsyth County, North Carolina. While the town was incorporated in 1991, the community has a long history as a township dating back to the 1700's. One of the reasons the residents decided to incorporate was to retain our small-town atmosphere. It is bordered to the south by the Village of Clemmons, to the east by Winston Salem and to the West by the Yadkin River. The town square is the focal point for the downtown. Shallowford Square is the primary public space for the community and a center for activities and gatherings.

In the mid-1770s, settlers moving westward following the Great Wagon Road from Pennsylvania to Virginia and then North Carolina frequently stopped overnight on the banks of the Yadkin River before crossing the Shallow Ford. A town was born in the 19th century when Moravian settlers blazed a wagon trail across the pastures and established a community in present day Lewisville. Lewisville was named after on of the settler, Lewis Laugenour, a benefactor who donated lands for development in the central area of town.

Lewisville Roller Mill in the 1950's

In 1991, the community took steps to incorporate the town. The goal was not to keep Lewisville from being annexed by another municipality, but rather it was so residents could guide the town's future, manage its growth and preserve the unique character that was being threatened by unplanned, often irresponsible development. The community has some of the most demanding requirements for development of any community in North Carolina. These requirements are very specific about what types of development the town will allow and how it will allow that development to occur.

Because of its mild climate, outdoor activities are enjoyed year-round with options for all ages. The Yadkin River runs along the western border of the

County and is adjacent to the Town limits which offers boating, canoeing, kayaking and fishing opportunities.
Other recreational opportunities include the neighboring parks offered by other municipalities, and numerous county parks. There are a number of youth sports organizations offered in the area, however, currently Lewisville Parks and Recreation does not offer athletic programming Other existing recreational activities in Town can be found at the Lewisville Branch Public Library which makes available to the public a growing collection of popular print and electronic media materials.

1.2 PURPOSES AND GOALS

The Town of Lewisville provides public recreation to its citizens as a means of supporting a high quality of life. Studies have shown that 'quality of life' issues are very important to residents and visitors and lively programs and events can have a major impact on community economic development.

The Town recognizes the importance of *planning* as a means of improving recreation opportunities for all its residents and visitors. As a result, Lewisville Town Staff initiated the need to update the existing system-wide Comprehensive Master Plan – to include all existing and future park facilities and grounds.

Lewisville Celebrates

Typically, a master plan is written for a 10-year period of time. The Town of Lewisville Comprehensive Master Plan 2020-2030 provides the framework for guiding The Town Council and Staff in both its current recreation evaluation of and long-range planning for the parks and recreation system. The framework for this Master Plan is based upon conducting an inventory of the existing park system and recording site observations and public comments made at community meetings. The assessment of the existing park facilities, or lack of facilities, will identify the immediate facility needs in the community and predict the future needs of residents.

Another purpose of the Master Plan is to recommend the addition or renovation of parks, programs, and recreational facilities. Not only does the Master Plan include recommendations, but it also prioritizes specific projects, such as recommended park upgrades, and expansion and land acquisition, taking into consideration the identification of user population and the development of recreation standards. The Master Plan is action-oriented and will provide The

Town of Lewisville with a practical guide for enhancement of its facilities and programs for the next 10 years.

In preparing the Comprehensive Parks and Recreation Master Plan, McGill Associates, P.A., worked with Town of Lewisville Staff.

A key objective in the development of the Comprehensive Master Plan was the solicitation of community input, thereby identifying additional needs for The Town of Lewisville, such as renovation, construction, land purchase, development and operational policies, for both now and in the future. Community input, along with the comparison to state and national standards are the initial steps in the Master Plan process.

State and National Parks and Recreation Standards were used as a guide to support the recommendations made for the parks and recreation facilities for The Town of Lewisville. Using these standard guidelines, McGill Associates, P.A., developed a plan, which applied specifically to the resident and non-resident users of parks and recreational facilities.

Shallowford Square

The Comprehensive Master Plan emphasizes the potential for 'connectivity' of proposed projects and existing sites, such as parks, recreational facilities, schools and other government-owned properties. It is not designed to be exclusive, but rather to enhance recreational opportunities in the community.

Of utmost intent, the Comprehensive Master Plan is intended to maintain the type of venue in The Town of Lewisville that fosters community spirit, activism, and bonding between local citizens.

The study of the demographic profile of Town residents' population and ages, as related to areas of larger or smaller population, is a key factor in making specific and accurate recommendations.

Not only does The Town of Lewisville Comprehensive Parks and Recreation Master Plan make recommendations for a ten-year period of time (2020-2030), but it also suggests the means by which the identified objectives might be achieved. Opportunities for grants, partnerships, and outside funding are recommended as aids in the establishment of a Capital Improvement Plan and an operating budget.

The Master Plan focuses on providing The Town of Lewisville with an accurate, usable guide for decision-making as the Town begins to implement projects, such as:

- Renovating and developing new facilities for the existing Lewisville Parks
- Developing facilities and programming for future parks and greenways

The Comprehensive Master Plan is divided into six major component sections, which are listed below:

Section 1 - Introduction

Section 2 – Population Trends and Projections

Section 3 – Existing Park Facilities

Section 4 – Recreation Needs Assessment

Section 5 – Goals and Recommendations

Section 6 – Implementation Plan

1.3 ACKNOWLEDGEMENTS

The Town of Lewisville wishes to express its sincere appreciation for those entities and individuals, who, in any way, contributed to the creation of the Parks and Recreation Comprehensive Master Plan, some of which are identified below. Without the knowledge and expertise of these persons, in both individual- and team settings, this document would not be possible.

Town of Lewisville Town Board
Mayor Mike Horn
Mayor Pro Tempore Jeanne Marie Foster
Council Member David Smitherman
Council Member Dr. Kenneth Sadler
Council Member Fred Franklin
Council Member Jane Welch
Council Member Melissa Hunt

Town of Lewisville Staff
Hank Perkins, Town Manager

Consultant
McGill Associates, P.A.
1240 19th Street Lane NW
Hickory, North Carolina
(828) 328-2024

- END OF SECTION -

SECTION 2 POPULATION TRENDS AND PROJECTIONS

2.1 DEMOGRAPHIC PROFILE

A review of the demographic information for the Town of Lewisville has been evaluated to better understand the characteristics of the community and to identify future trends and projections that may influence recreation and park planning. Information concerning age and gender are important factors in determining the needs for recreation in the community. The table (below) contains the *general* demographic characteristics for full-time residents of Lewisville as a whole as ascertained by the Federal Census 2010. However, the most recent count (2018) showed Lewisville had increased to 13,999 residents.

CATEGORY	NUMBER	PERCENT
SEX		
Male	6,017	47.6%
Female	6,622	52.4%
Total:	**12,639**	100%
AGE		
Under 5 years	681	5.5%
5 to 9 years	848	6.7%
10 to 14 years	974	7.7%
15 to 19 years	772	6.1%
20 to 24 years	595	4.7%
25 to 29 years	646	5.1%
30 to 39 years	684	5.4%
35 to 39 years	810	6.4%
40 to 44 years	557	4.4%
45 to 49 years	974	7.7%
50 to 54 years	1113	8.8%
55 to 59 years	924	7.3%
60 to 64 years	1101	8.7%
65 to 69 years	797	6.3%
70 to 74 years	543	4.3%
75 to 79 years	367	2.9%
80 years and over	253	2.0%
Total:	**12,639**	**100%**
RACE		
White	11,768	93.11%
Black or African American	530	4.19%
Some other Race	25	0.20%
Two or More Races	78	0.62
American Indian/Alaskan	170	1.34%

Asian	68	0.54%
Total:	**12,639**	100%

Sources: US Census Bureau, 2010 Census: FactFinder

The 2010 Federal Census population results revealed a number of characteristics of the Town of Lewisville's population: 21.3% of the population is between 25 and 44 years of age as compared to the State average of 20%. Another important point that recreation organizers in the Town of Lewisville should consider is that nearly 31% of the population is under the age of 24. The fact that children and young adults up to age 44 comprise a total of nearly 41% of the entire population of the Town of Lewisville is important. These numbers will significantly impact the demand and desire for recreation facilities and influence the types of facilities and programming that are needed. The majority of inhabitants of Lewisville are between the ages of birth-40, which represents the *typical* young family age range.

Another interesting characteristic of the Town of Lewisville is that of its racial makeup. Figures from the 2010 Census show that the majority of citizens of Lewisville (93.1%) reported to be Caucasian (White) as compared to the lower State average of 68.47%. Those respondents that reported being Black/African American was just over 0.19%.

Jack Warren Park

2.2 TOWN OF LEWISVILLE POPULATION PROJECTIONS

CENSUS 2000 PROJECTIONS

It is difficult to project the future population of any planning area, particular in lieu of annexations, new development, etc., that can occur. However, using the *arithmetic projection method*, which utilizes the average total population increase over a given period of time to estimate future population. A conservative projection can be made as to changes in Lewisville's population numbers.

According Census Data from the years 2000 and 2010 the population of Lewisville grew by 3,813 individuals or 43.2%. The 2019 population is estimated at 13,999 individuals with a growth rate of 10%. If we project that rate of growth through 2030 the forecasted population figure becomes 15,400.

2.3 POPULATION TRENDS

According to the North Carolina Statewide Comprehensive Outdoor Recreation Plan (SCORP) 2009-2013, senior citizens and children comprise two of the

More youth and adults are seeking active lifestyles as part of their daily routines

largest age groups. The senior population is expected to have significant impacts throughout society because of income levels, population, and unique needs. Since the senior population of Lewisville is significantly higher than either the state or national averages, the proposed Parks and Recreation Department will have to develop a strategy for dealing with the needs of this growing segment of the population.

In addition, the *Statewide Comprehensive Outdoor Recreation Plan* mentioned that the number of children between the ages of 5 and 14 will still continue to increase. This phenomenon is known as the 'eco-boom'; the parents of these children have delayed childbirth until a later age in order to concentrate on their careers. The youth population of Lewisville falls into line with both the national and state populations of children/youth. This growing segment of our society is a significant user of recreational programming and facilities. The Parks and Recreation Department will have to increase the number and type of activities and facilities to effectively serve this population – both now and in the future.

These developing trends – locally, regionally, and nationally - are impacting the need for additional recreation services for Town of Lewisville residents. To

attract and meet the needs of residents and visitors, the Town's future Parks and Recreation System will have to continually evaluate its recreation and ancillary facilities, as well as offer more types of recreational programs.

- END OF SECTION -

SECTION 3 EXISTING PARK FACILITIES

3.1 INTRODUCTION

A brief analysis of Lewisville's recreation facilities was performed, noting any visible improvements needed for that facility. This method of study served as a guide for the Town of Lewisville in its efforts to develop a plan for present and future needs.

Parks and Facilities Owned by the Town of Lewisville

Neighborhood and Community Parks

- Jack Warren Park
- Shallowford Square

Jack Warren Park

The existing Jack Warren Park includes approximately 15 acres of land located in the southeastern portion of Town. provides the community with a variety of recreation amenities. The park has bocci ball courts, horseshoe pits, a covered pavilion, children's play park, walking trails, a ten (10) station par course, rest rooms, open field for recreational activities and paved parking.

Shallowford Square

Event at Shallowford Square

Located centrally in the Town of Lewisville, Shallowford Square is the focal public gathering space that is used for a number of events and activities throughout the year. The park provides amenities for outdoor events including concerts, theatrical productions, community celebrations, arts and craft fairs, and church and civic events.The park includes

an amphitheater, playground, pavilion, benches, and open lawn.

Parks Owned and Operated by Other Government Entities

Public Facilities within the Town of Lewisville

Joanie Moser Memorial Park

Located off Lewisville Clemmons Road, Joanie Moser Park this 20 acre county park offers a wide variety of passive and active recreation. The park include a softball field, (2) Tennis/Pickleball Courts, ½ Basketball Court, and Sand Volleyball Court for active recreation. Other amentiesinclude a picnic shelter, horseshoe pit, walking trail, and playgrounds. The park provides a large portion that is undeveloped and heavily wooded.

Joanie Moser Memorial Park

o

Lewisville Elementary School

Located behind Town Hall and the Branch Library, Lewisville Elemenarty School provides recreational amenitities including a large playground and multipurpose field.

Lewisville Elementary School

- END OF SECTION -

Section 4 Recreation Needs Assessment

4.1 Introduction

The degree of need for parks/open space is most directly influenced by the expectations of the residents of Town of Lewisville, related strictly to the 'quality of life' to which they aspire. This Master Plan addresses, as it first priority, the parks and recreation facility needs that are envisioned as appropriate for all the residents of Town of Lewisville.

Galloway Community Center

Section 3 of this Master Plan inventories the Town of Lewisville existing park facilities, the recreation facilities available at local schools, local municipalities, and other recreation facilities near the Town. This detailed inventory includes the facilities, which are available within each park in order to create a better understanding of the existing recreation opportunities within the Town. The demographic and population trends (found in Section 2 of the Master Plan) provide information needed to understand the growth of the Town of Lewisville for the next twenty years. This Comprehensive Parks and Recreation Master Plan will be used as a department-specific guide for improving recreational opportunities for residents and visitors.

Community input and recreation standards were used as the primary method in determining the adequate types and number of park facilities needed for the Town of Lewisville. This Master Plan compares standards developed by the National Recreation and Park Association (NRPA), an independent, non-profit professional organization for park/recreation departments nationwide. In 1996, NRPA published a manual entitled, *Park, Recreation, Open Space, and Greenway Guidelines*, which is a widely accepted reference standard for communities.

Standards are guidelines, *not requirements*, for use by communities in estimating the demand for recreation in their given geographic areas. The NRPA's 1996 guidelines shifted emphasis from rigid park facility standards to more flexible standards that better accommodate unique circumstances and situations that exist in every community. To assure that the Town of Lewisville' Master Plan contains distinctiveness, yet versatility, public input was sought from its integral components: Town of Lewisville Parks and Recreation Department, Town Staff, Town Council, and citizen representatives.

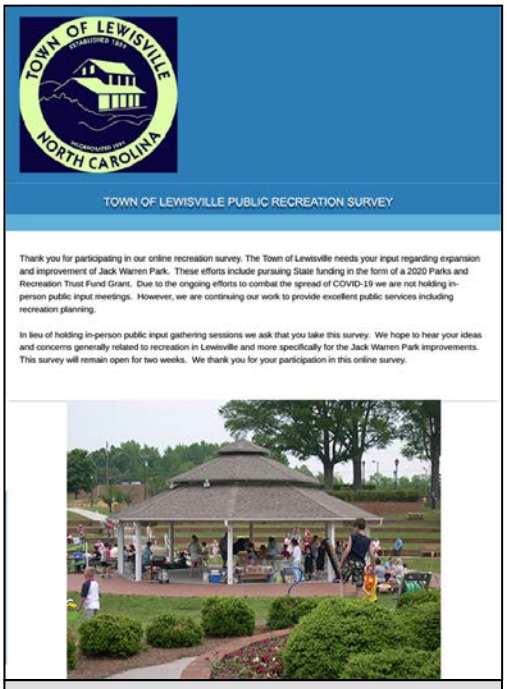
4.2 PUBLIC INPUT NEEDS ASSESSMENT

The methodology used in establishing a Parks and Recreation Master Plan should always include citizen input. In order to ensure a successful study, it is vital that the public users of recreational facilities be able to share their issues, needs, and desires.

Community Input

Results from the Community Survey

The active participation of residents in the Town of Lewisville was crucial in developing a Master Plan that reflects the true needs for the Town. With this in mind, community input was solicited throughout the planning process. To gather further public input, and reach the broadest cross-section of Town residents, the survey tool was made available online. The web address being made available at the Town website, via social media and other methods. Signage was posted at area grocery stores and at Town Hall as well as a robo-call announcement that was sent to 6.500 households encouraging public input. The following sub-section summarizes the results of the community survey.



Meeting participants were asked to complete surveys related to both existing facilities and desired amenities.

The Town received a total of 910 completed surveys for the public recreation survey representing over **1,813 people**. The surveys provided for data collection from all persons in the household of the survey respondent. The survey data collected was a representative cross section of Town of Lewisville in terms of age and household size.

The surveys were designed to elicit answers on resident's needs and desires for recreation opportunities. It included a section where respondents rated their participation in existing programs and use of existing facilities. The survey also asked respondents their amenity preferences and offered and open-ended question to allow

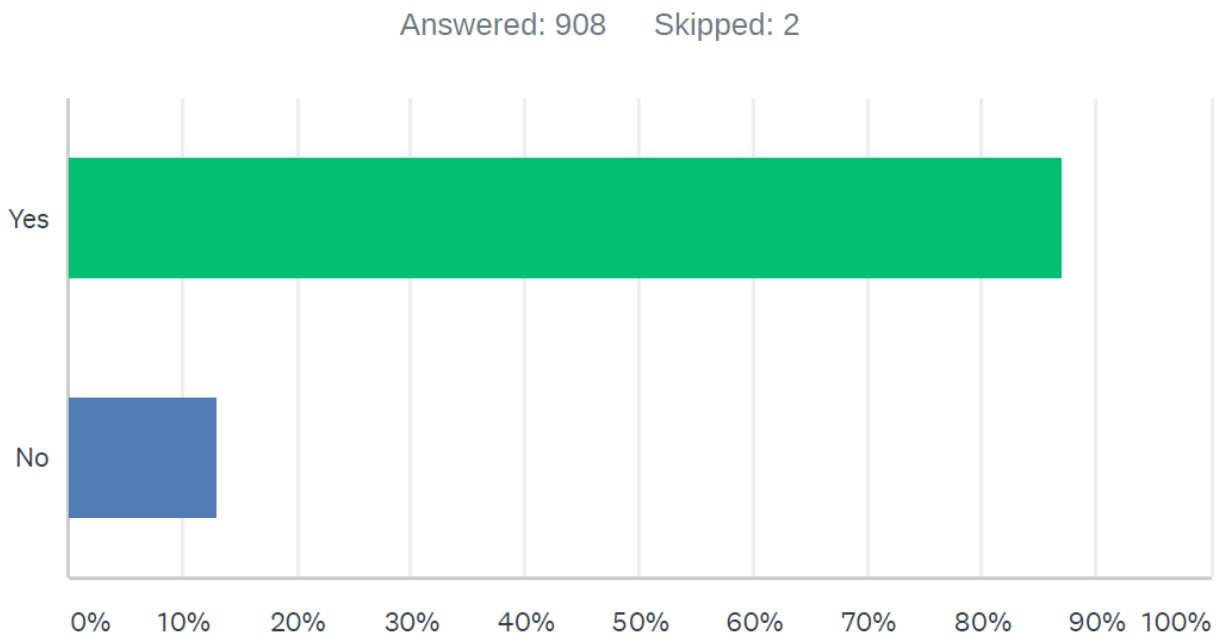
participants to share any other concerns or ideas. To determine the profile of respondents, a series of demographic questions were asked. Results of the survey begin on the following page.

Town of Lewisville Recreation Survey

Lewisville – Survey Summary 4.13.20

Demographics

Q1: Do you live in Town limits?



The majority of respondents were residents of Lewisville.

Q2: What is your zip code?

Answered: 909 Skipped: 1

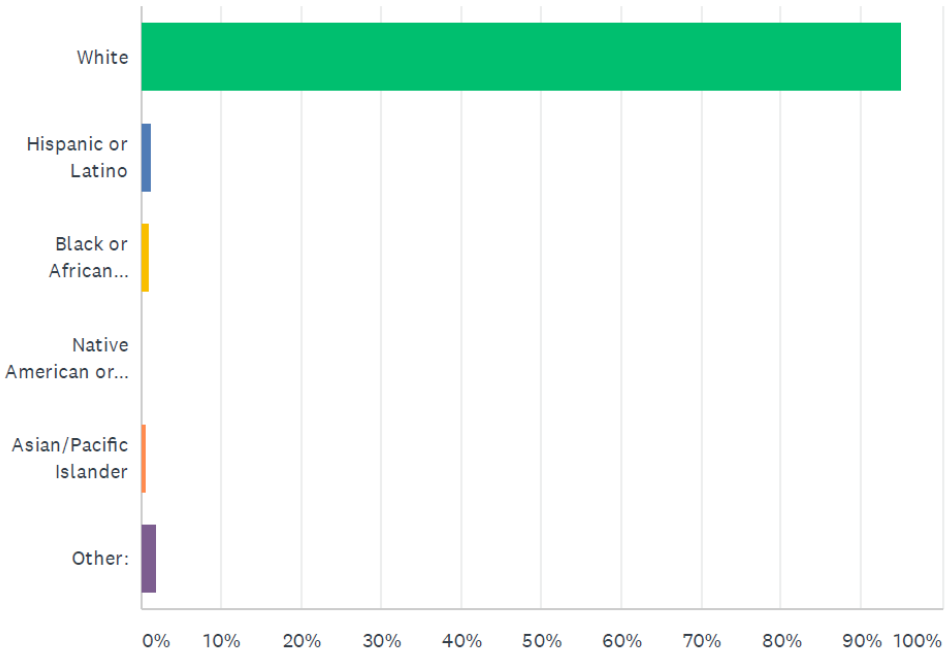
RESPONSES (909) WORD CLOUD TAGS (0)

Cloud View List View Search responses

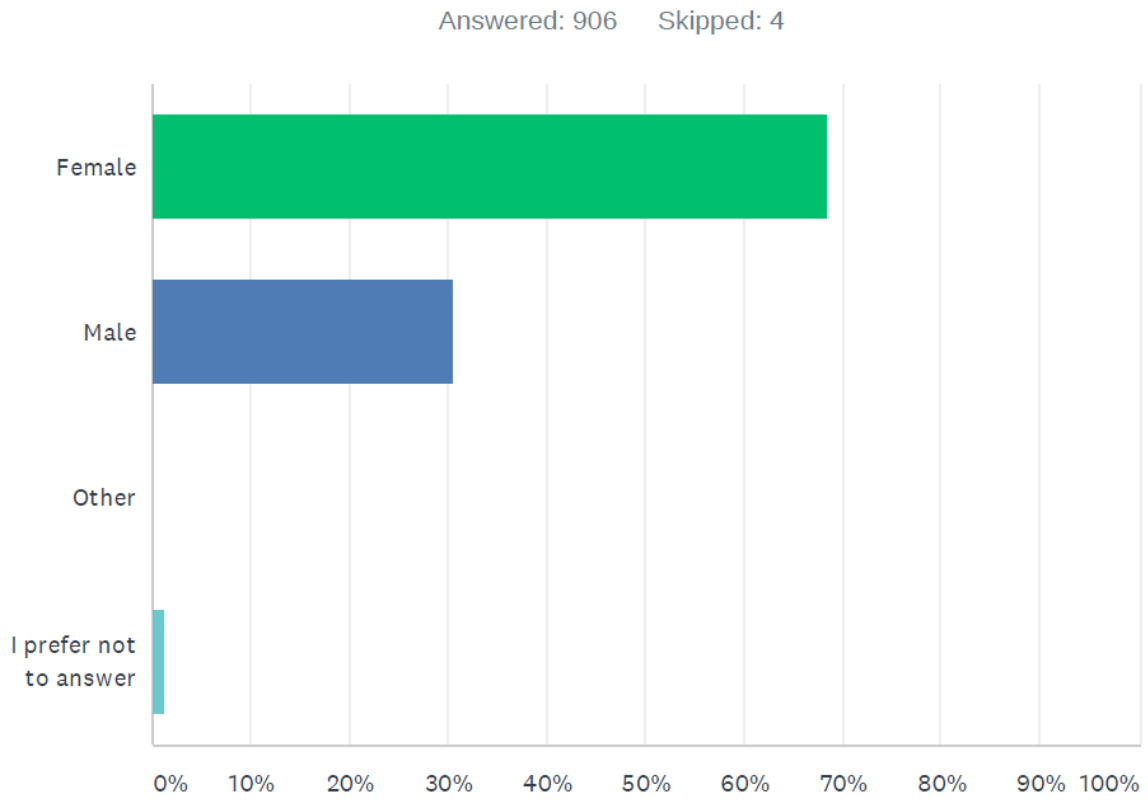
27023	81.63%	742
27040	8.69%	79
27012	5.39%	49
27106	0.66%	6
27104	0.66%	6
27103	0.33%	3
27045	0.33%	3

Q3: Ethnicity origin (or Race):

Answered: 906 Skipped: 4



Q4: To which gender do you most identify?



Q5: Select the number of persons in your household including yourself who are in the age brackets below:

Ages: (ordered from highest to lowest)

14 & under – **429**

46-60 – **364**

61 & older – **302**

20-35 – **284**

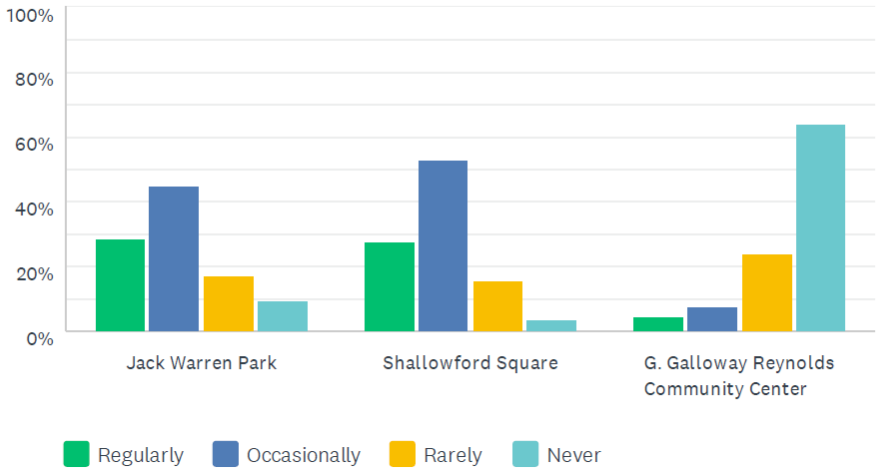
36-45 – **269**

15 – 19 - **165**

Clearly, a broad cross-section of resident ages were represented in participant households.

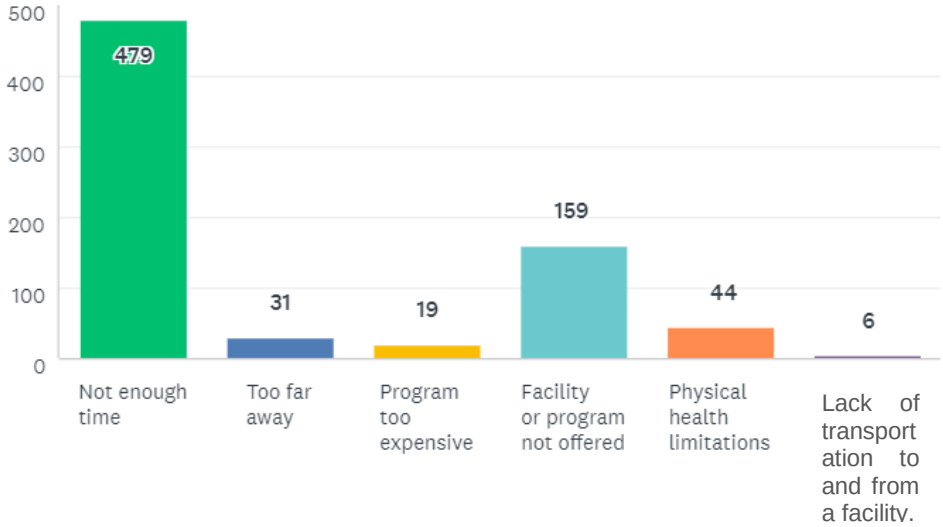
Q6: Check below how frequently you or other in your household have visited the following facilities in the past year.

Answered: 909 Skipped: 1

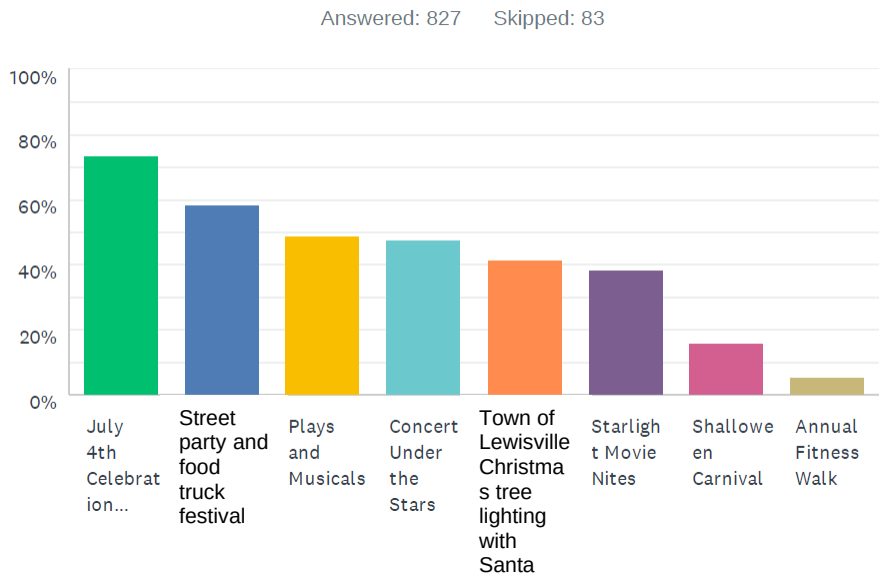


Q7: What would you consider the greatest barrier to your household's more regular use of a park or recreation
facility?

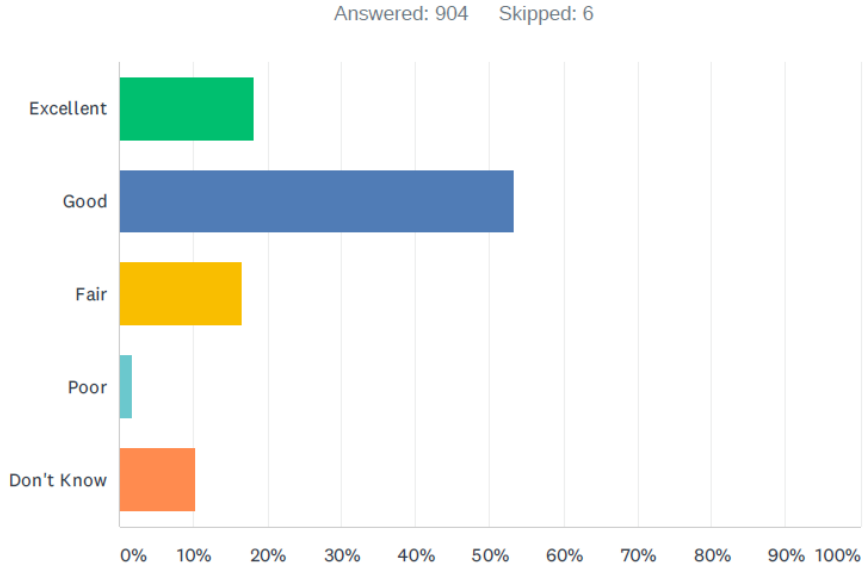
Answered: 836 Skipped: 74



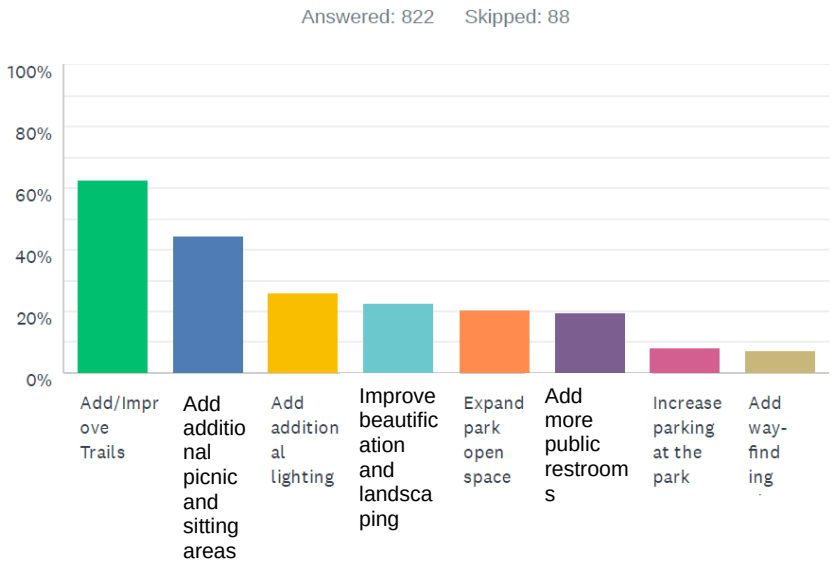
Q8: In which of the following Town recreation programs and special events do you or others in your household participate on a regular basis?



Q9: Overall, how would you rate the existing recreational amenities at Jack Warren Park?



Q10: Check below improvements that could be made to Jack Warren Park.



Survey participants listed the addition of and improvement of trails as the highest improvement desired for Jack Warren Park.

Q11: (Top 10 listed)

Please list below, any recreation programs or special events that you would like to see offered in Lewisville.

Answered: 306 Skipped: 604

RESPONSES (306) WORD CLOUD TAGS (0)

Cloud View List View Search responses

events	8.50%	26
concerts	7.84%	24
park	7.52%	23
fireworks	5.88%	18
programs	5.88%	18
Splash pad	5.56%	17
square	5.23%	16
love	5.23%	16
community	4.90%	15
kids	4.90%	15

Survey participants prefer a wide variety of recreation programs and special events.

Q12: Please review the images of possible park amenities below. Select your top three preferred amenities.

Amphitheater

Arts Room in Community Center

Basketball

Disc Golf

Multipurpose Room in Community Cen

Cornhole

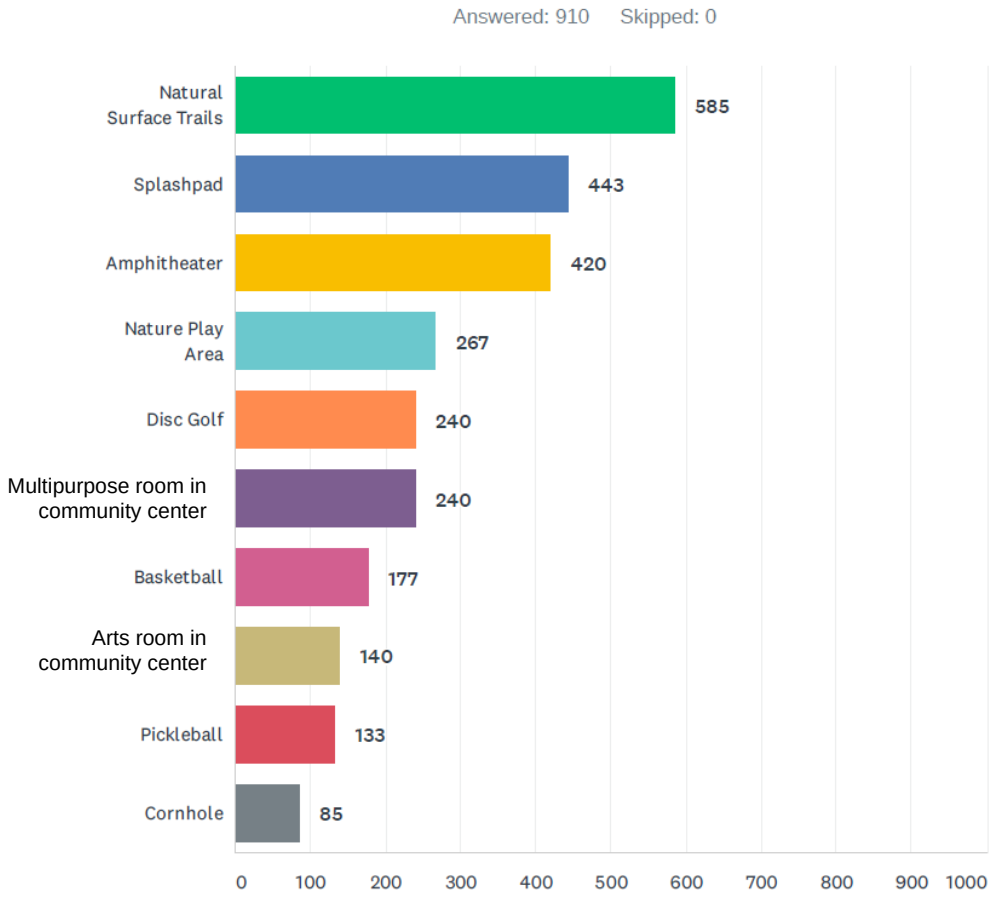
Nature Play Area

Natural Surface Trails

Pickleball

Splashpad

Responses to Q12 are on the following page.



Natural surface trails ranked as the highest desired amenity in the visual preference question.

Q 13:

If the amenity you would prefer was not shown above please list it in the comment box provided.

Answered: 200 Skipped: 710

Top write in choices:

Dog Park – 40

Trails (walking, biking) – 38

Pool – 16

Tennis Court – 7

Splash Pad – 5

Bike Pump Track – 4 (tie)

Skate Park – 4 (tie

Mini Golf – 3 (tie)

Golf – 3 (tie)

Basketball – 3 (tie)

)

Q 14:

What types of programs or activities would you like to see offered in a Community Center based multi-purpose room?

Answered: 400 Skipped: 510

General responses could be approximately split between ***Culture/Arts/Skills classes/programs & Health and Fitness Classes/programs.***

Q15:

Describe your preferred trail type (nature trail in the woods, paved bike path, etc.)

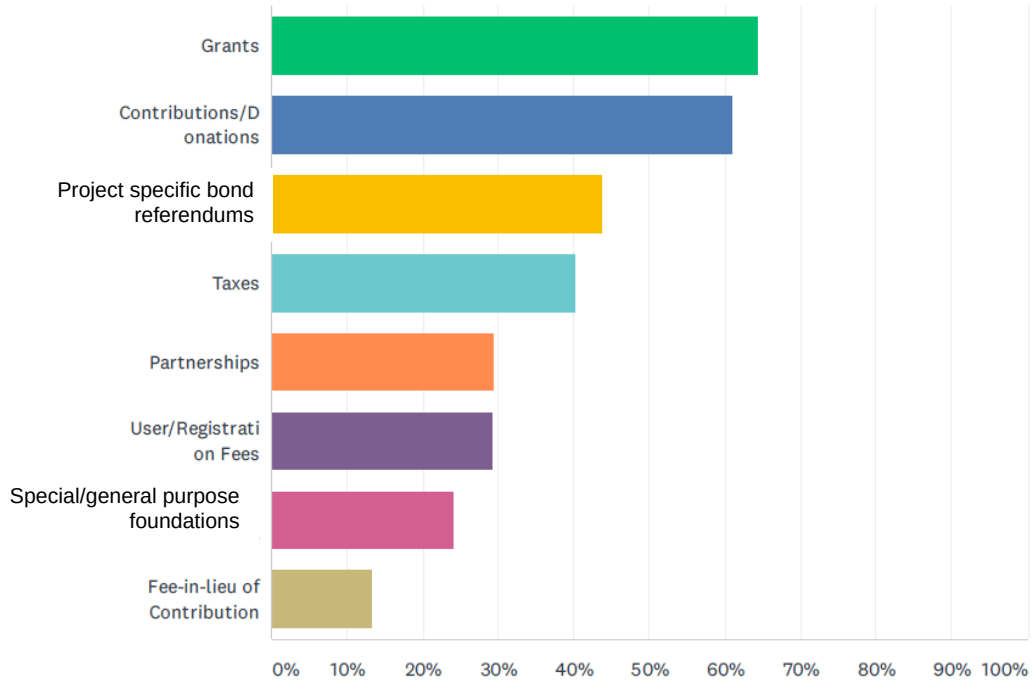
Answered: 709 Skipped: 201

General Responses:

Paved Surfaced – 78 Soft/Natural Surfaced – 167

Q16: What, if any, sources of finding are you willing to support in order to make recreation improvements, building new facilities, and create programs in Lewisville? Check all that apply.

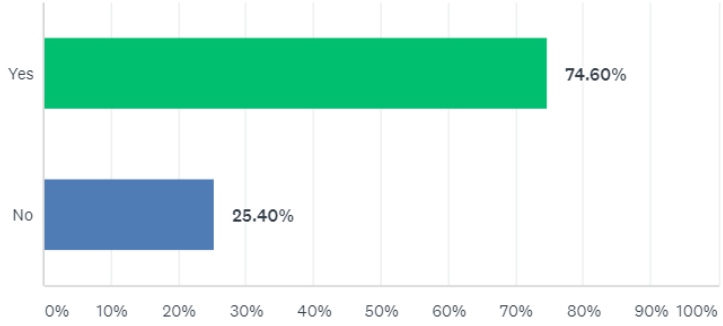
Answered: 801 Skipped: 109



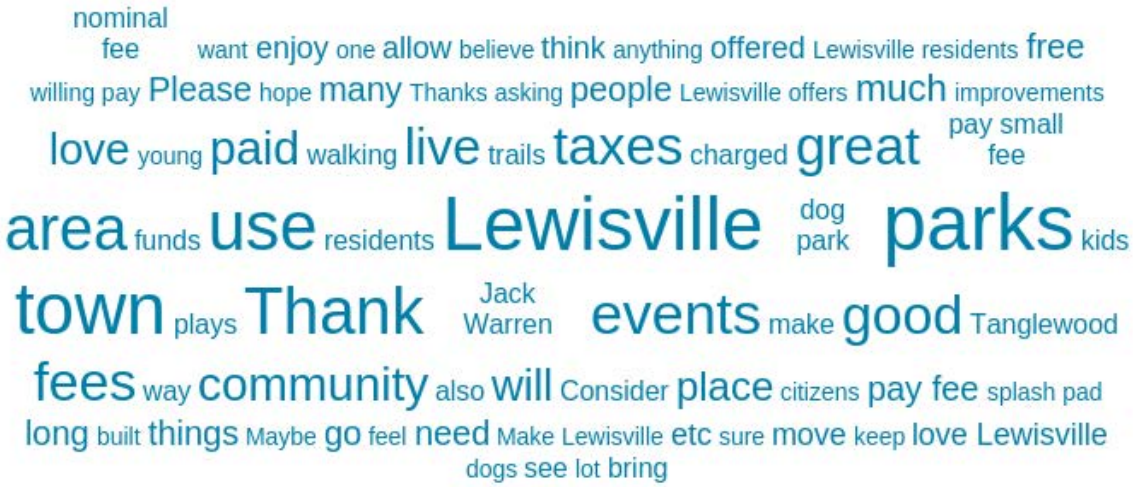
Q 17:

Would you be willing to pay a nominal fee to attend an event or use a special facility?

Answered: 878 Skipped: 32



Q 18: General Comments (Word Cloud – Largest most frequent mention, smallest least mentioned)



Conclusions

As the Town of Lewisville continues to grow, it will become imperative that the Town offer a strong Parks and Recreation program to fulfill the true needs and desires of the residents. This survey gives a clear indication of the Town resident's desire for trails and a variety of cultural recreation programs. There is also strong support for a variety of other recreation facilities including a splash pad, disc golf, picnic areas, amphitheater,

etc. If the Town is to continue to provide good recreational opportunities to the users of its facilities, expansion of existing parks and facilities will have to be developed in the near future.

4.3 STATE AND NATIONAL ASSESSMENTS

Surveys that were designed to determine the demand for outdoor recreation and facilities have been conducted on both the federal and state levels by the President's Commission on Americas Outdoor and the North Carolina Outdoor Recreation Survey. Significant facts have evolved from these surveys, as follow:

- The top ten most popular outdoor recreational activities (nationwide) are:
    1. Picnicking
    2. Driving for pleasure
    3. Swimming
    4. Sightseeing
    5. Walking for pleasure
    6. Playing sports
    7. Fishing
    8. Attending sports events
    9. Boating
    10. Bicycling

- The most rapidly growing outdoor activities (nationwide) are:
    1. Canoeing
    2. Bicycling
    3. Attending sports events
    4. Camping (all types)
    5. Sailing
    6. Hiking/Backpacking
    7. Walking for pleasure
    8. Water skiing

- The top ten most popular outdoor activities (North Carolina) are:
    1. Walking for pleasure
    2. Driving for pleasure
    3. Viewing scenery

4. Beach activities
5. Visiting historical sites
6. Swimming (in lakes, rivers, and oceans)
7. Visiting natural areas
8. Picnicking
9. Attending sports events
10. Visiting zoos

- Local governments (cities, towns and counties) provide 39% of the public recreational opportunities in the United States.

4.4 TYPES OF PARKS AND RECREATION FACILITIES

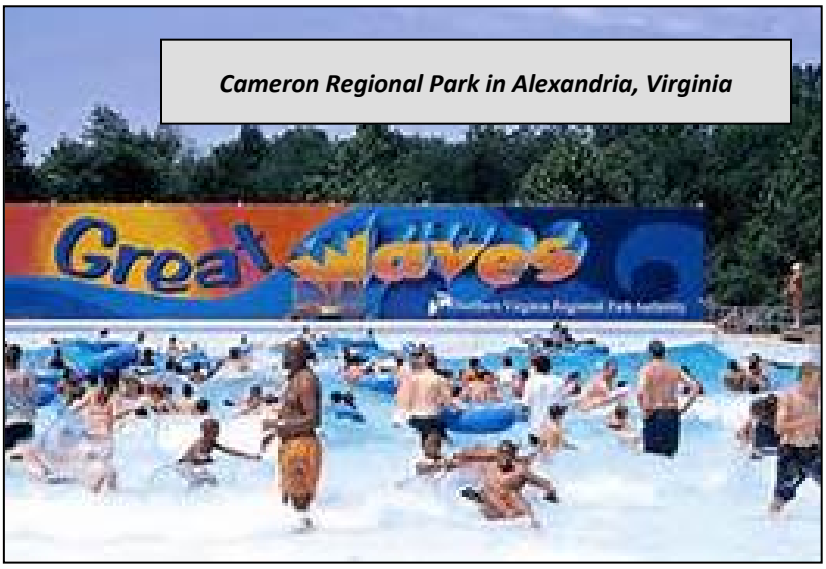
A comprehensive park system is made up of a variety of park types ranging from small neighborhood playgrounds to larger parks with athletic fields, playgrounds, community centers, and open space. They reflect the differing recreational preferences of diverse users. Park models are used as guidelines for fulfilling the future recreational needs of communities. Not all of these types of parks are the responsibility of the Town government; several agencies (federal, state, cities, and/or towns,) play roles in providing recreational opportunities as well. To further understand the Town's role in providing recreation services to its citizens, it is necessary to understand the elements of a comprehensive park system. These types of parks and recreation facilities may/may not be included in comprehensive park systems and are delineated in the following pages of this section:

- Regional Parks
- District Parks
- Community Parks
- Neighborhood Parks
- Mini Parks
- Linear Parks/Greenways
- Special Use Facilities
- Open Space

Regional Parks

Regional parks are typically very large sites. On these sites, the unique qualities that exemplify the natural features found there (such as diverse land formation, vegetation, and wildlife) are preserved. Parks containing environmental centers, campsites, nature trails, observation decks, and picnic areas are examples of the types of facilities that are usually provided in regional parks. In addition, open fields for non-structured activities such as Frisbee-throwing or kite-flying, are also generally found there.

When land is acquired for the development of regional parks (or the expansion of existing sites), the land should be comprised of the previously-mentioned characteristics and whenever it is possible, accompanied by natural water features such as lakes, rivers, or creeks. The majority of the site should be reserved for passive recreation, with the remaining acreage used for active recreation. Both the acquisition and the development of regional parks are typically undertaken by a federal or state agency.



Cameron Regional Park in Alexandria, Virginia

Specific standards/criteria for developing regional parks are as follows:

Service area: Region-wide

Acreage/Population Ratio: 10 acres per 1,000 persons

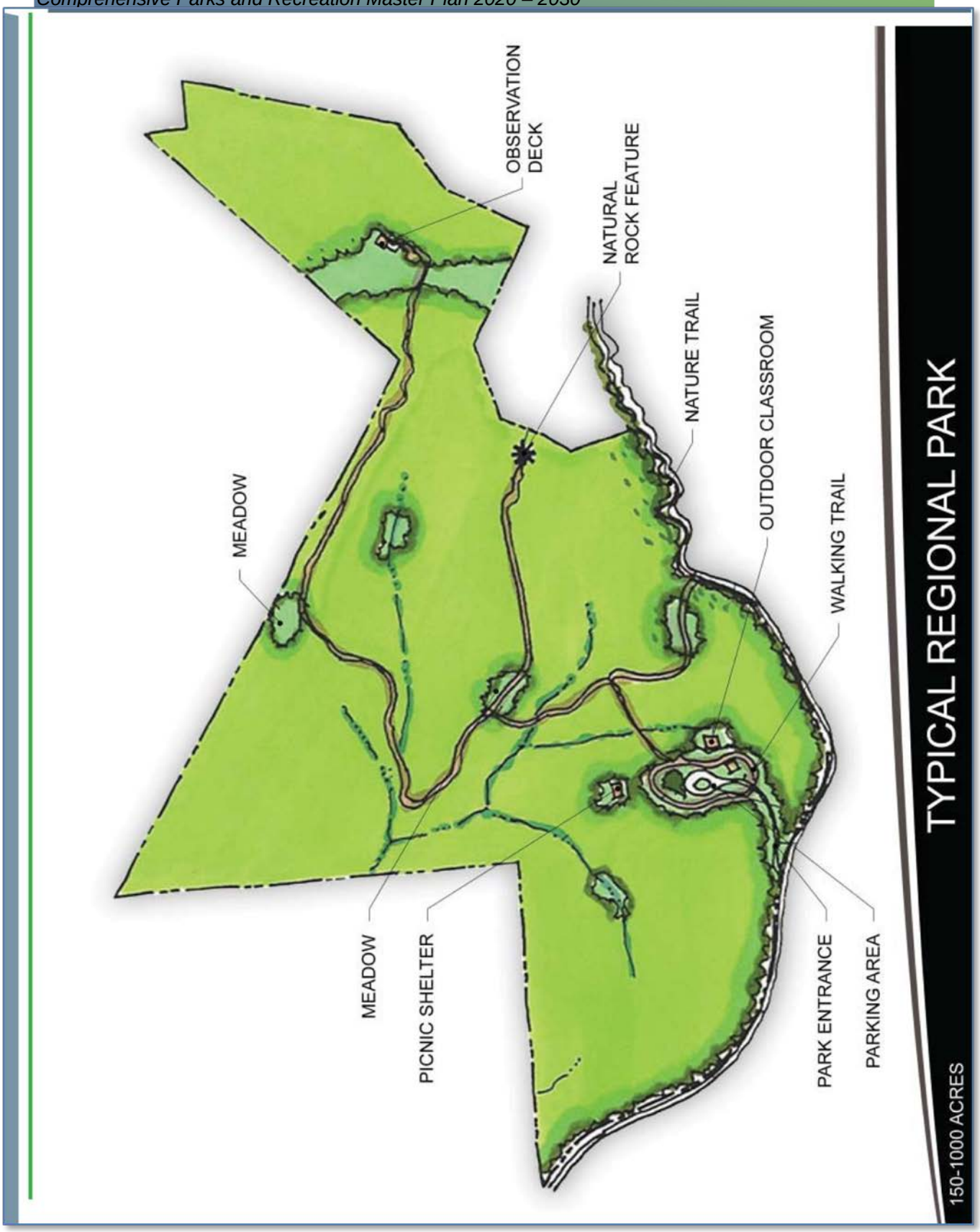
Minimum Size: 150-1,000 acres minimum with sufficient area to encompass the resources to be preserved and managed (10% of the site may be

developed with facilities found in Community Parks.)

Typical Facilities:

- Environmental Center
- Equestrian Center
- Group Camping
- Nature Trails
- Picnic Shelters and Grills
- Boating
- Parking
- Fishing Piers/Boat Docks
- Caretaker's House
- Primitive Camping
- Recreational Vehicle Camping
- Observation Deck
- Picnic Tables with Grills (not under shelter)
- Restrooms/Vending Swimming

See diagram of a regional park on the next page.


OBSERVATION DECK
NATURAL ROCK FEATURE
NATURE TRAIL
OUTDOOR CLASSROOM
WALKING TRAIL
MEADOW
MEADOW
PICNIC SHELTER
PARK ENTRANCE
PARKING AREA
TYPICAL REGIONAL PARK
150-1000 ACRES

District Parks

A district park functions as the major source of active recreation for several neighborhoods within a community. District parks are intensely developed, offering a multitude of facilities in order to serve their intended geographic user area. Activities are balanced between active and passive recreation. District Parks are typically developed to accommodate athletic league sporting events and tournament competition. Passive recreation opportunities are found in the undisturbed areas, preferably within surrounding buffers. District parks present great opportunities for non-traditional types of recreation.

Sites for district parks should be relatively level to alleviate excessive grading for the active facilities. Where possible, there should be an equal balance of wooded and cleared areas. If a natural water feature is present, the adjoining land should be developed primarily as passive recreation. Accessibility to neighborhoods should be an important consideration when choosing sites. The development of district parks is typically the responsibility of Town or municipal agencies.

Waukegan Park District in Waukegan, Illinois

Specific standards/criteria for developing district parks are as follows:

Service area: 1 to 2 ½ mile radius

Acreage/Population Ratio: 5 acres per 1,000 persons

Desirable Range: 75-200 acres

Desirable Size: +100 acres

Typical Facilities:

Playgrounds	Full or Half Size Basketball Courts
Volleyball Courts	Baseball/Softball/Multi-Purpose Field
Soccer/Football Field	Soccer Practice Field (movable goals)
Nature Trail	Picnic Tables with Grill (with/without shelter)
Restrooms/Concessions	Benches or Bench Swings
Parking/Service Yard	50% of Site Remains Undeveloped
	Tennis Courts (lighted)

***Alternate Facilities:**

Tennis Center	Amphitheatre
Observation Decks	Fishing Piers/Boating/Boat Dock
	Recreation Center

* Alternate facilities may be added or substituted.

See diagram of a district park on the next page.

TYPICAL DISTRICT PARK

75-200 ACRES

Community Parks

Community parks focus on meeting community-based recreational needs, as well as preserving unique landscapes and open spaces. Compared to district parks, community parks have a smaller range of recreation facilities. They may host athletic league sports events and provide passive recreation. Fifty percent of the community park property should be developed for only passive recreation, with these relatively undisturbed areas serving as buffers around the park and/or acting as buffers between active facilities.

Community park sites should have varying topography and vegetation. A number of different tree species should also be present in forested areas. Community parks should contain cleared areas for the purpose of locating active recreational facilities. At least one natural water feature (lake, river, or creek) is desirable in community parks. The land acquired for use as a community park should be contiguous in nature and strategically located in order to serve all users within the designated community. The development of community parks typically falls within the realm of municipal responsibilities.

Specific standards/criteria for developing community parks are as follows:

Service area: 1 to 2 mile radius

Acreage/Population Ratio: 2-5 acres per 1,000 persons

Desirable Range: 15-50 acres

Desirable Size: 25 acres

Typical Facilities:

- Playgrounds
- Swimming Pool
- Nature Trails
- Restrooms/Concessions
- Parking
- Benches or Bench Swings
- Full Size or Half Size Basketball Courts
- Tennis/Volleyball Courts
- 50% of Site to Remain Undeveloped
- Soccer/Multi-Purpose Fields
- Picnic Tables/Shelter with/without Grills

WALKING TRAIL
POND
PICNIC SHELTER
EXISTING WOODLAND
STREET
RESTROOMS
TENNIS COURTS
STREET
SOCCER FIELDS
BASEBALL FIELDS
TYPICAL COMMUNITY PARK
15-50 ACRES

***Alternate Facilities:**

Recreation Center Natural Water Features Disc Golf Amphitheatre Observation Decks

*Alternate facilities may be added or substituted.

See diagram of a community park on the next page.

Portsmouth Splash Park at Portsmouth, Virginia

Neighborhood Parks

Providence, Rhode Island, has over one hundred neighborhood parks in its park system

Neighborhood parks offer the public a convenient source of recreation while serving as the social foci of neighborhoods. Usually located within walking distance of the area serviced, neighborhood parks provide both active and passive recreation opportunities that are of interest to all age groups.

The smaller size of neighborhood parks, as compared to those previously mentioned, requires intense development with fifty percent of each site remaining undisturbed to serve as a buffer between the park and adjacent property owners.

Specific standards/criteria for neighborhood parks are as follows:

Service area: ¾ to 1 mile radius to serve walk-in

Acreage/Population Ratio: 2 acres per 1,000 persons

Desirable Size: 7-15 acres

Typical Facilities:

Softball or Baseball Field
50% of Site to Remain Undeveloped
Multi-Purpose Field
Half Basketball Courts
Picnic Tables with Grills (not under shelter)
Picnic Shelter with Grill
Benches or Bench Swings, Playground

***Alternate Facilities:**

Nature Trails
Tennis Courts

*Alternate facilities may be added or substituted

See diagram of a neighborhood park on the next page.

STREET
PLAYGROUND
PARKING
COURT
TRAIL
BASEBALL FIELD
SOCCER FIELD
TYPICAL NEIGHBORHOOD PARK
7-15 ACRES

Mini Parks

The function of a mini park is to provide very limited, isolated, or unique recreational needs. Mini parks are the smallest classification of parks that exist. They are often served by school and church playgrounds. These parks are located within walking distance of the area served and they provide limited recreational activities. Their very small size requires intense development and there is little or no buffer between mini parks and adjacent property owners.

York mini park in San Francisco, California

Specific standards/criteria for mini parks are as follows:

Service area: ¼ to ½ mile radius to serve walk-in recreation needs of surrounding populations

Acreage/Population Ratio: 0.5 acres per 1,000 persons

Desirable Size: ±1 acre

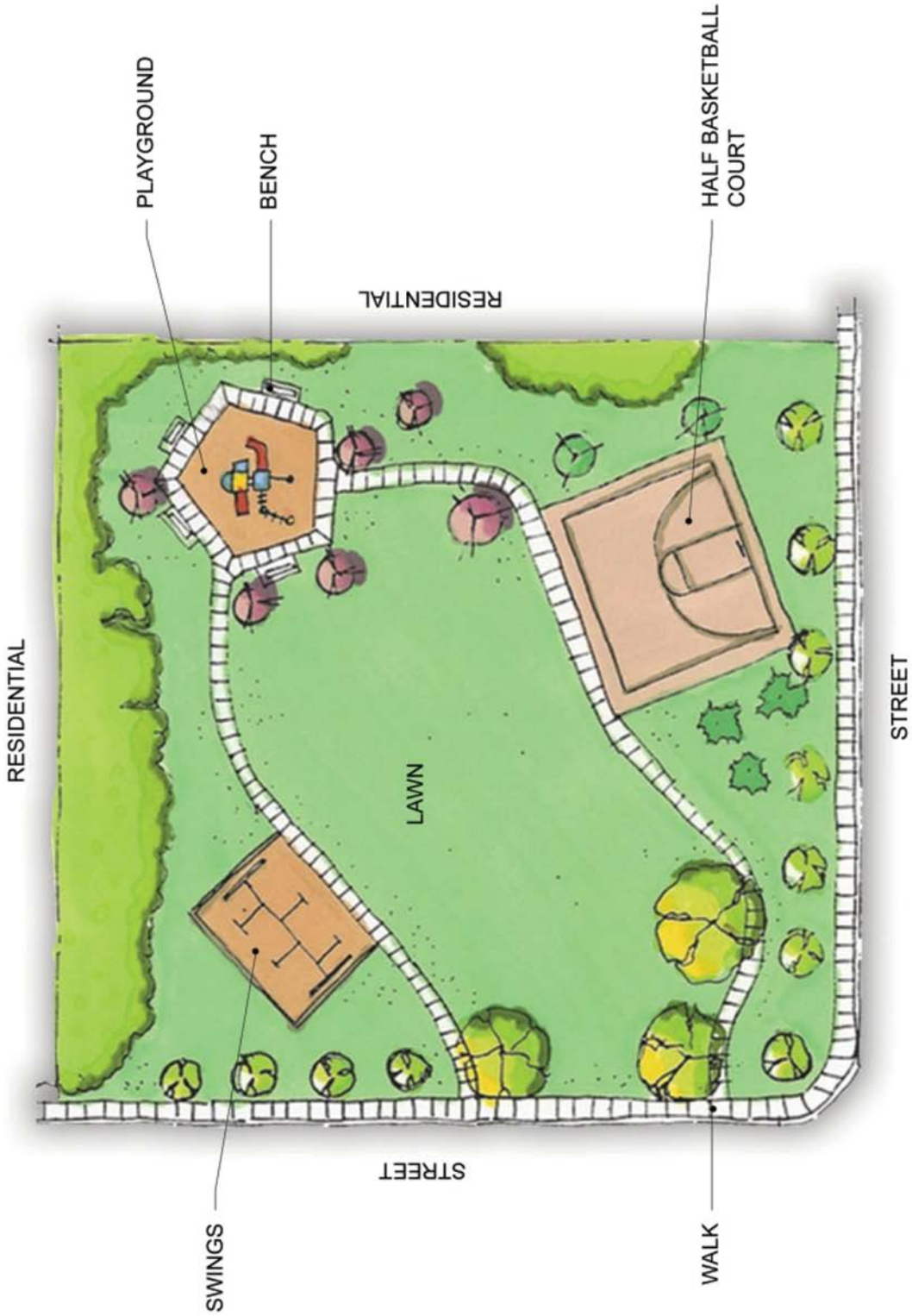
Typical Facilities:

Half Basketball Courts
Picnic Tables with Grills (not under shelter)
Benches or Bench Swings
Open Play Area Playground

***Alternate Facilities:** *Alternate facilities may be added/substituted.

Nature Trails
Tennis Courts

See diagram of a mini park on the next page.



TYPICAL MINI PARK

Linear Parks/Greenways

A linear park is an area developed for one or more varying modes of recreational travel such as hiking biking, etc. Linear parks are developed for several reasons:

1) To connect existing recreational facilities
2) To facilitate public right-of-ways
3) To connect destination points
4) To meet public demand

As such, the length and size of linear parks vary considerably, depending on the terrain of the park land and the distance between entities to be connected-such as parks, schools, homes, businesses, and cultural/historical resources. In some cases, a linear park is developed within a large land area designated for protection and management of the natural environment, with recreation opportunities as a secondary objective.

Unique or Special Use Facilities

The unique or special use facilities are park types that exist for the sole purpose of enhancing or utilizing a special man-made or natural feature. They can include beaches, parkways, historical sites, sites of archeological significance, swimming pools, conservation easements, flood plains, etc. Minimum standards relating to acreage or population have not been established by the park and recreation industry for this category of park. A size that is sufficient to protect and interpret the resource, while providing optimum use, is considered desirable.

Race Car Track, Clark Co., Nevada

Open Space

Silverwood Park Development, St. Anthony, Minnesota

While it is realistic and appropriate to adopt population–based standards for park land and facilities, it is not realistic to establish open space standards. The more reasonable method of establishing appropriate standards for open space is to determine the criteria necessary for the protection of significant natural areas contained therein.

Public open space is defined as any land acquired for the purpose of keeping it in a primarily undeveloped state. The functions of open space include:

1) Preservation of drainage areas for water supplies (watersheds)
2) Protection of areas which are particularly well suited for growing crops (farmland preservation)
3) Protection of communities to prevent urban sprawl (greenbelts)
4) Protection of wildlife habitat (sanctuaries)
5) Protection of approach and take-off areas near airports (clear zones)
6) Protection of undevelopable land (landfills)
7) Protection of areas aesthetically pleasing for a corridor (Viewshed)

While these areas are some of the more common open spaces, many others exist. The Town of Lewisville's open space is primarily limited to State lands, privately-owned agricultural land, and conservation areas.

4.5 EVALUATION OF PARK LAND NEEDS

When comparing a park system to national standards, one method is to examine the total acreage of the park system. The NRPA Park land guidelines (in acres) for the total service population of the Town of Lewisville are provided in the table below. Population figures in this analysis, estimated at 12,639, include the estimated population of residents in the Town as of 2010. The acreage requirement is based on the population ratio method (acres of park land per population of 1,000) pre-established for each classification of park.

Table 4.5-1 Town of Lewisville Recreation Facilities

TOWN OF LEWISVILLE EXISTING PARK ACREAGE	
Jack Warren Park (Community)	16 acres
Shallowford Square (Neighborhood)	2.4 acres
TOTAL TOWN OF LEWISVILLE PARK ACREAGE	18.4 acres

At the present time, the Town of Lewisville does not have any Regional, District, or a Mini Park. Regional Park facilities are typically provided by County and State agencies in order to serve a regional area. Although the standards suggest the need for a Mini park, citizen input has not expressed a need for this type of park facility.

Table 4.5-2 Town of Lewisville
PARK ACREAGE BY CLASSIFICATION
(Based on 1995 NRPA Guidelines)

TYPE OF PARK	Existing** Town of Lewisville Acreage	Recommended for 2020 Population 12,639	Recommended for 2030 Population 15,400
REGIONAL PARK (NPS&NC) 1,000 acres or 10 acres/1,000 persons	**NA**	**NA**	**NA**
DISTRICT PARK 200 acres or 5 acres/1,000 persons	**0 acres**	**63 acres**	**77 acres**
COMMUNITY PARK 20-30 acres or 2.5 acres/1,000 persons	**16 acres**	**32 acres**	**39 acres**
NEIGHBORHOOD PARK 7-15 acres or 2 acres/1,000 persons	**2.4 acres**	**7 acres**	**15 acres**
MINI PARK 1-2 acres or 0.5 acres/1,000 persons	**0 Acres**	**1 - <2 acres**	**2 acres**

*Figure represents Town Population Projections
**See Chart 4.5-1 and 4.5-3 for individual park acreage.

The map above shows the service areas of Lewisville's existing facilities. The Town of Lewisville is currently deficient in acreage for community, neighborhood, and mini parks. However, survey data and community input suggest that there is more of a need for more passive type recreation opportunities such as picnic shelters, walking/jogging trails, and social gathering places.

4.6 EVALUATION OF FACILITY NEEDS

The results of local standards established by the National Recreation & Parks Association (NRPA), the North Carolina Department of Environment & Natural Resources, have been compiled in Table 4.6-1 in order to assess the current and projected future facility needs for recreation facilities in Lewisville.

Table 4.6- 1: EXISTING AND PROJECTED DEMAND FOR PUBLIC FACILITIES

Facility	NCDENR Standards (Recommended)	Existing Facilities	2020Recommended per Population	2030 Recommended per Population
Town of Lewisville facilities*			Population: 12,639	Projected Population: 15,400
Fields				
Adult Baseball	1/5,000	0	2	3
Youth Baseball	1/5,000	0	2	3
Softball	1/5,000	0	2	3
Football	1/10,000	0	1	1
Soccer	1/5,000	1	2	3
Courts				
Basketball	1/5,000	0	2	3
Tennis	1/2,000	0	24	30
Volleyball	1/5,000	0	2	3
Shuffleboard	1/5,000	0	2	3
Horseshoe	1/2,000	1	24	30
Outdoor Areas				
Picnic Shelter	1/3,000	2	4	5
Playground Activities	1/2,500	2	5	6
Amphitheater	1/20,000	1	1	1
Trails				
Walking/Hiking	0.4 mile/1,000	.7 mile	5 miles	6.2 miles
Equestrian	0.4 mile/1,000	NA	NA	NA
Camping	2.5 sites/1,000	NA	N/A	NA
Archery Area	1/50,000	NA	NA	NA
Specialized				
Community Center	1/20,000	0	1	1
Swimming Pool	1/20,000	NA	NA	NA
Golf Course	1/25,000	NA	NA	NA
Bicycling (Urban)	NA	NA	NA	NA

Auditorium	**1/20,000**	**NA**	**NA**	**NA**
Canoeing/Boating				
Streams/Lakes	**0.2 mile/1,000**	**NA**	**NA**	**NA**
Stream/Lake Access	**1/10 miles**	**NA**	**NA**	**NA**

*Existing Facilities include only the facilities owned by Town of Lewisville

To summarize, the chart above is the result of the recreational facility needs assessment, both current and future, based on NRPA standards; the charts do not consider community input, which is the primary guide for the development of the Master Plan.

Based on the information contained in Tables 4.6-1, the Town of Lewisville doesn't meet many of the state or national standard guidelines for many of their recreational facility needs. Deficiencies are in several category represented. Due to the specific needs within the Town, some of the facilities listed above are not necessary for implementation. Input from Town Staff and the recreation survey will be used as the primary guides in prescribing the specific needs for the Town of Lewisville Parks and Recreation Department, both now and for the future. Some of the needed facilities, such as golf courses and swimming, are offered by other entities within or near the Town of Lewisville and do not need to be duplicated.

The following table 4.6-2 looks at existing facilities offered, and recommended facilities based on public input and projected population growth within Town.

Table 4.6-2 EXISTING AND RECOMMENDED NUMBER OF PUBLIC FACILITIES

Facility	Existing Number of Facilities	Needed to Meet Current Demand	Additional Needed Facilities to Meet 2030 Demand
Adult Baseball	0	2	3
Youth Baseball	0	2	3
Softball	0	2	3
Football	0	1	1
Soccer	1	1	2
Basketball Court	0	1	3
Tennis Court	0	24	30
Volleyball Court	0	2	3
Shuffleboard Court	0	2	3
Horseshoe Pitch	1	23	29
Picnic Shelter	2	2	3
Playground Activities	2	3	4
Amphitheater	1	0	0
Walking/Hiking Trails	.7 miles	0.8 additional	1.5 additional
Equestrian Trails	N/A	N/A	N/A
Camping	N/A	N/A	N/A
Archery	N/A	N/A	N/A
Community Center	0	1	1
Swimming Pool	N/A	N/A	N/A
Golf Course	N/A	N/A	N/A
Auditorium	N/A	N/A	N/A
Streams/River/Lakes Access	N/A	N/A	N/A

- END OF SECTION -

SECTION 5 GOALS AND RECOMMENDATIONS

5.1 INTRODUCTION

As identified in the inventory portion of this report (Section 3), there are two (2) existing recreational facilities owned and operated by the Town of Lewisville. These facilities currently offer a mix of active and passive recreation opportunities. This Comprehensive Master Plan serves as a guide for the future development of recreation facilities for the Town of Lewisville Parks and Recreation Department. The plan incorporates recommendations to accomplish the objectives set forth in the Master Plan. These recommendations are divided into the following categories:

- Roles of the Town of Lewisville Providers
- Roles of Other Recreation Providers
- Park Proposals and Recommendations
- Facility Proposals and Recommendations
- Priorities for Development

5.2 ROLES OF THE TOWN OF LEWISVILLE PARKS AND RECREATION DEPARTMENT

The goal of the Town of Lewisville Parks and Recreation Department is to provide a variety of quality leisure services in a clean, safe environment for citizens of all ages. To fulfill this mission, the Parks and Recreation Department offers a wide variety of active and passive recreation opportunities to the residents of Lewisville and the surrounding area. Lewisville also serves as a provider of active and passive recreation opportunities to people in Forsyth

County. Potential park improvements at the existing Jack Warren Park would allow the Parks and Recreation Department to continue in this role by maintain as well as expand recreation facilities and programming to serve the growing population within this area.

To continue offering additional and improved events, the Parks and Recreation Department will need to continue investigating partnerships with other recreation providers and community groups.

5.3 ROLES OF OTHER RECREATION PROVIDERS

Public Sector

Forsyth County and Municipal Parks and Recreation Departments

Partnerships with area organizations are important for community health efforts.

Parks and Recreation Departments within Forsyth County plays an active role in providing recreation opportunities to both County and Town residents. The Town should encourage other adjacent municipalities to develop greenway trails sidewalks that connect to destinations such as parks both within the County and the respective municipalities. In addition, as future demand for recreational facilities continues to increase, the Town should coordinate future planning efforts with Recreation Departments within the County in order to identify recreation programming, facility expansion, and potential partnerships.

Forsyth County Schools

Forsyth County Schools offer a number of various recreational facilities that are used by the public, including the Town of Lewisville residents. Where partnership opportunities exist and the relationship is mutually beneficial, the Town should utilize existing school facilities for recreational and programming use. Periodic evaluation should also allow for any arrangements to adjust and meet the changing needs of both organizations.

Private Sector

Private Developers

The private sector is an important component for the Town in providing resources and opportunities for the Town's recreation system. Developers can assist Lewisville by the dedication, construction, and/or reservation of future park sites, open space, and/or greenway corridors during the overall development process.

The Town's Development Ordinance currently doesn't have a policy requirement which requires developers to provide parkland or a fee in-lieu of parkland dedication. In many cases, the land offered for dedication by a developer may be in areas which would remain undeveloped. In addition, the location of the dedicated land offered may not be suitable for the Town of Lewisville long-term goals for future park or greenway facilities. By establishing this regulation, the Town can apply subject monies from the fee in-lieu for the dedication or development of existing parks, future parks, or trail facilities, which contributes more to the whole community rather than to a single development The Town should continue to uphold this requirement and reevaluate the fee requirement as land values adjust.

5.4 PARK PROPOSALS AND RECOMMENDATIONS

General Recommendations

General recommendations are designed to provide guidance for the operations, goals, administration, and growth of the Town of Lewisville Parks and Recreation Department. Many of these recommendations depend upon successful collaboration between the Town Staff, such as the Planning Department.

Recommendation #1: Facility and Program Accessibility
Every park and recreation facility the Town of Lewisville Parks and Recreation Department operates should respect and provide the needs of the disabled population through design and programming. All new facilities should be designed to meet current Americans with Disabilities Act (ADA) requirements. Currently, the Parks and Recreation Department is not in compliance with these regulations at existing facilities; however, as new facilities are acquired or developed, priority should be given to the continual upgrading of existing facilities that, perhaps, become non-compliant.

Recommendation #2: Design and Daily Maintenance
The facilities owned and operated by the Town of Lewisville should appeal to residents of the Town and visitors to the area. Priority should be given to

improving the design of facilities such that they are architecturally, functionally, and ecologically progressive. Daily maintenance practices should be implemented to improve the cleanliness and longevity of all facilities.

Master planning should always be completed for park improvements or new facilities prior to final budgeting and/or design; thereby, making the phasing/development more transitional and of higher quality. Design (and redesign) of all facilities should embrace ecologically responsible elements and methods such as the use of native plants for landscaping, the incorporation of wildlife habitats, the use of permeable surfaces to reduce stormwater runoff where possible, and "green" building practices for structures.

Recommendation #3: Walkable Communities
The Town of Lewisville should promote land uses and site designs that make walking and bicycling convenient and enjoyable. They should also encourage the inclusion of public greenways or trails in private developments and the establishment of connectivity to and/or between public schools, parks, and other public destinations.

Recommendation #4: Greenways/Multi-use Trails
Based on state and national studies, walking and biking are highly desired activities, which are increasing by bounds. The community surveys also indicated the local demand for facilitating these activities, with a majority of the respondents favoring the development of greenways. The Town should initiate efforts to create a greenway system and work with Forsyth County and neighboring municipalities to develop greenway trails to various destination points within the County.

Recommendation #5: Bike Lanes
Given the high cost of fuel for vehicular transportation, air quality concerns, and the need to increase the health/fitness of the population; a planned network of bike trails, bike lanes, and shared roadways should be developed to support alternative transportation to recreation facilities and travel within the Town of Lewisville. Future roadway construction within the Town should include provisions to accommodate pedestrian and bicycle travel. This network should connect both existing, as well as future park facilities and greenways. In addition, bike racks (sheltered at schools and other potential high-use areas) should be installed at all publicly-owned facilities within the Town.

Recommendation #6: Natural and Cultural Heritage Inventory
The Town of Lewisville should encourage the preparation of an Inventory of Significant Natural and Cultural Areas within the Town of Lewisville and planning jurisdiction. The intent of this study would be to identify areas deemed to be significant natural and/or cultural resources, which should be evaluated for consideration of preservation.

Recommendation #7: Recreation Easements
The Town of Lewisville should encourage the coordination and planning for future utility easements with greenway facilities. The easements should be established to allow for the inclusion of recreation facilities where possible. Where new development occurs, the Town should work with the developer to provide right-of-ways or easements for proposed and future greenway facilities.

Recommendation #8: Way Finding
The Town of Lewisville should consider the implementation of a uniform system of directional signage for parks and future greenways within the Town as facilities are added to the park system. The signs should direct users to the parks and to facilities within the parks. A uniform system of signs will allow users to immediately recognize Town Park signs from among the plethora of signs on the roadways.

Recommendation #9: Intergovernmental Cooperation
The Town of Lewisville should continue to coordinate planning efforts with the, local municipalities, and Forsyth County to provide greenway and park facilities. Representatives of the Town and of these agencies should meet periodically to discuss development and recreation projects that are planned or are underway within the County. The purpose of these meetings is to discuss upcoming project opportunities and development trends in demographics and growth, newly identified citizen needs in recreation and open space, and recreation master plan updates for Forsyth County, local municipalities, and adjacent counties. This will also insure that redundancy in services is prevented and that all opportunities for partnerships and connectivity are being utilized.

Recommendation #10: Developers
The Town should strongly encourage or require developers to provide connectivity between developments and public facilities - such as parks, schools, and other pedestrian facilities. The inclusion of public greenways or trails in private developments should also be encouraged. If no suitable land for park or greenway development is available, the Town should consider requiring developers to pay into the fee-in-lieu for park development.

Recommendation #11: Partnership Agreement
It is recommended that the Town Staff meet with existing and potential partners to determine needs and possible partnership opportunities. The Town should begin this process by developing an approach to each potential partner to establish an understanding of each entity's needs; and ultimately, result in a partnership agreement. The process will require periodic progress meetings with each partner to facilitate the partnerships goals and objectives. This may entail presentations to the partner's board or committee.

Recommendation #12: Interpretative Signage
The Town of Lewisville should consider placing signage that would identify any historic and natural landmarks along greenway corridors. This type of signage would not only enhance the pedestrian experience; but also, provide educational and cultural information to greenway users.

Recommendation #13: Educational and Stewardship Programming
The Town of Lewisville should develop a consistent environmental education program and interpretative facilities at park locations and along future greenway corridors as opportunities arise for future park development. These programs should include stewardship and community volunteer programs geared to the management of natural areas and wildlife habitats.

Recommendation #14: Contiguous Property Acquisition
When property that is contiguous to existing parks becomes available, all reasonable efforts should be made to acquire the property. Large acreage parks offer recreation amenities that can only be achieved on large sites. The acquisition of contiguous property next to Town Parks should be of high priority to the Town of Lewisville. Efforts should be made immediately to seek first option on all contiguous properties. At the time these options are sought, other possibilities should be presented to the property owner as well. Some property owners may be receptive to conservation easements while retaining the title to the property. Conservation easements will allow the Town the opportunity to use properties for recreation while providing the immediate benefits of preservation. Numerous grant sources can be used for land acquisition. Extreme care should be exercised in choosing the correct process(es) and timing for acquisition to meet the full potential afforded by grants.

Recommendation #16: Acceptance of Fee Simple Land Donation
If land is offered to the Town of Lewisville as donation by fee simple title with no restrictions, the property should be surveyed for natural heritage significance and relationship to existing plans and parks If the land contains no environmental hazards, restrictive covenants, or restrictive easements; it can be useful and beneficial for the Town to assume ownership. Not all donated land has to be developed into a park in order to be useful. Any land donation to the Town serves a great public need even if it is banked for the future, because the development and public needs of the distant future (over 50 years) is unknown. If donated property were properly managed, the revenue and future significance of the property would far exceed its current contribution to the tax base. If the Town chooses not to accept land donation of a particular property, efforts should be made to assist the property owner with contacting an agency that accepts land donations or conservation easements. Land donations (which the Town has no interest in owning) could be donated to the Local Parks Foundation.

Park Recommendations

In Section 4, "Recreation Needs Assessment: Evaluation of Facility Needs", specific facility needs were identified for the Town of Lewisville by both the recreation guidelines set forth by the National Recreation and Parks Association and the community input process. Subsequently, Section 5 summarizes the Town's needs for their existing/future facilities and makes recommendations for activities to be considered in the future development of their park system.

Shallowford Square

Lewisville Shallowford Square is a primary park facility for recreation in the Town of Lewisville. It provides opportunities for primarily passive recreation. After studying the public survey responses, and having discussions with the Town Staff, it appears that minimal improvements are needed or desire at Shallowford Park. Improvements would primarily consist of replacement play equipment and site furnishings such as seating, swings, or playground equipment.

Jack Warren Park

Jack Warren Park is a very popular park for Lewisville and the surrounding community. Built in 2010, the 16 acre park facility has had minimal improvements over the past decade. Community input suggests a great level of satisfaction and pride in this new renovation.

There are several facilities identified from Town Staff and the public that could be incorporated into the existing park as well as the park expansion. With any increase in the number of users to possible future planned amenities, the need for parking, pedestrian walks, and other related facilities should be considered as well. The following list included proposed facility and amenity improvements:

- New Community Center
- Walking Trails
- Splash Pad
- Additional Parking Lot
- Game Courts
- New Playground Equipment
- Permanent Bag Toss Concrete Boards

5.5 FACILITY PROPOSALS AND RECOMMENDATIONS

In Section 4, "Recreation Needs Assessment: Evaluation of Facility Needs", specific facility needs were identified for the Town of Lewisville Parks and Recreation Department by both the recreation guidelines set forth by reviewing accepted National Parks Standards and the community input process. This section summarizes the Town's needs for its existing/future facilities and makes recommendations for activities to be considered in the future development of its park system.

Adult/Youth Baseball
Based on the community input, there was little interest expressed for this type of facility. Future park expansion may consider construction of a multi-purpose soccer/football/open field to meet this need as demand, programming goals and Town demographics change.

Football
Based on the community input, there was little interest expressed for this type of facility. Future park expansion may consider construction of a multi-purpose soccer/football/open field to meet this need as demand, programming goals and Town demographics change.

Soccer
Soccer has become a very popular sport among youth in this country and is a growing trend among young adults. NRPA standards and/or community input have shown a need for at least one (1) soccer field for the Town of Lewisville. There did not appear to be a perceived need (public input) for more public courts in the Town.

Tennis Courts
According to park standards (Section 4), the Lewisville Parks and Recreation Department currently provides four (4) tennis courts. There did not appear to be a perceived need (public input) for more public courts in the Town. According to typical standards the Town meets the current and future needs for Tennis Courts.

Picnic Shelters and Tables
The need for additional picnic areas received some interest from the public. According to park standards, the Town meets the need for picnic shelters in the Lewisville park system. However, the Town should reevaluate the publics need periodically to determine if future shelters are needed.

Playground Activities

According to recreation standards, Lewisville meets the playground needs with three (3) public playgrounds. This amenity was expressed as a need by a large number of participants in the survey responses. Currently, the existing Lewisville Park does provide playground activities for park users and a new playground addition is recommended to meet current community desires. The need for additional playgrounds should be examined as the population of the Town grows. New playground amenities should include activities for various age groups and physical abilities.

Walking /Hiking Trails and Bikeways

Currently, the Town does not have a lot of trails for walking or bicycling. Public input showed great support for additional trail opportunities. There are paved walking trails at Jack Warren Park however public demand suggest an immediate need for at least an additional of walking and bicycle trails.

Staffing and Maintenance

This Master Plan covers a planning period of ten (10) years. The facilities to be implemented during that time as part of the recommendations may require some level of additional staffing and additional funding for facility operation and maintenance. Consideration of these budgetary impacts should be made prior to facility implementation.

5.6 PRIORITIES FOR DEVELOPMENT

Priority Methodology

The park system for the Town of Lewisville should continue to grow and respond to changes in Town demographics. Future planned facilities should be implemented incrementally as too provide for these changes. This section describes how the recommended facilities for the Town are prioritized. The following factors guided the prioritization of individual segments of the Master Plan and were derived from input and desires specified by the residents of Lewisville:

- Needed improvements to existing Lewisville facilities
- Development of planned facilities to meet the *current* needs of recreation for Town residents
- Development of planned facilities to meet the *future* needs of recreation for Town residents

Priorities for Development

The park facility prioritization is an essential tool that provides the Town of Lewisville's Parks and Recreation Department with a breakdown of the priority for each capital improvement. Given the magnitude of the budgets for improvements to existing parks and for new park facilities, prioritization of these

needs is clearly important. The following is a list of priorities based upon the needs assessment process:

Prioritized Project Tasks

2020-2025

- *Develop park expansion at Jack Warren Park including Community Center and additional amenities*

2025-2030

- *Develop Improvements at Jack Warren Park including Splash Pad and Game Courts*

- END OF SECTION -

Section 6 Action Implementation Plan

6.1 INTRODUCTION

This section describes how the Town of Lewisville can implement a safe, convenient, and usable park and recreation system through the execution of its established goals in the Comprehensive Parks Master Plan. The strategy for achieving goals involves the recommended park, recreation and greenway facilities/programs discussed in Section 5. Section 6 deals with strategies and opportunities, key implementation steps (implementation policies), necessary staffing and methods for developing facilities. Together, these sections form the implementation program.

The results of the Town of Lewisville Parks and Recreation Comprehensive Master Plan 2020-2030 are based on the following discovery methods: (1) a review of the study area that is within the Town limits, (2) an analysis of the existing parks and facilities; (3) community input; and (4) recreation standards that have been generically developed for municipalities and Town governments. The Master Plan is designed to be action-oriented and serve as a tool in the improvement and enhancement of the park system for the Town of Lewisville.

Identification of sufficient funding is a crucial element that is required to implement the Master Plan, considering in particular, the Town's budget constraints. The North Carolina Statewide Comprehensive Outdoor Recreation Plan is a guide by which inadequate funding for park and recreation facilities may be identified. *Insufficient funding* will be a key issue that will need to be addressed in the upcoming years if governments continue to provide basic minimum services. According to the U.S. Census Bureau, North Carolina and its local governments are 33% below the national average in the funding of parks and recreation services.

To meet the existing and future needs of the Town of Lewisville Parks and Recreation Department, the goals and objectives that are identified in the Master Plan, must be seriously considered for implementation. The Town will need to continue to establish annual budgets for the Parks and Recreation Department based on projected capital improvement costs, staffing needs and operations/maintenance costs. The following Capital Improvements Plan is for the first 10-year period, 2020-2030, of the Master Plan recommendations and is broken into each fiscal year for implementation of specific projects.

FUNDING COMPARISON

Identification of sufficient funding is a crucial element that is required to implement the Master Plan. The North Carolina Statewide Comprehensive Outdoor Recreation Plan is a guide by which funding sources for park and recreation facilities may be identified. Funding for future projects will be a key issue that will need to be addressed in the upcoming years if governments continue to provide basic minimum services.

To meet the existing and future needs of the Town of Lewisville the goals and objectives that are identified in the Master Plan must be seriously considered for implementation. The Town will need to update their annual budget for the Parks and Recreation Department based on projected capital improvement costs, staffing needs, and operations/maintenance costs.

CAPITAL IMPROVEMENT PROGRAM

The Capital Improvement Program for the development of park facilities is designed to encompass the first three-year period of the Comprehensive Parks and Recreation Master Plan. The proposed costs are based on 2020 material/labor costs, with a 5% inflation rate for yearly increments. Capital improvement costs include general expenditures such as site preparation, building structures, access, site utilities and parking, along with specific recreation improvements. The capital improvement plan also includes estimates for planning or design fees.

The Capital Improvement Program from 2020 – 2023 can be summarized into the following component:

- Park Development Program $ 5,841,385

This Total Capital Improvement Cost represents the proposed, cumulative figure to be spent for park and facility development, improvements and renovations by the year 2030. The total figure does not consider an inflation rate over the 3 year period through the year 2030.

The proposed Capital Improvement Program for the Parks and Recreation Department has been projected for the planning period as shown on the following table:

TOWN OF LEWISVILLE
3 Year Capital Improvement Plan for Recreation

Category/Improvement	Cost	2020-2021 Year 1	2021-2022 Year 2	2022-2023 Year 3
PARTF Construction of Community Center Building and Land Improvements at Jack Warren Park				
Community Center Building w/ Multipurpose and Activity Rooms	$ 5,190,000	$ 5,190,000	$ -	$ -
Nature Trail	$ 72,000	$ 36,000	$ 36,000	$ -
Natural Play Area	$ 30,000	$ 30,000	$ -	$ -
5' Wide Paved Connector Path	$ 18,349	$ 9,174	$ 9,175	$ -
Subtotal	$ 5,310,349	$ 5,265,174	$ 45,175	$ -
Contingency 5%	$ 265,518	$ 263,259	$ 2,259	$ -
Construction management, site planning, preliminary design, survey and appraisals, and the cost of preparing the application - 5%	$ 265,518	$ 263,259	$ 2,259	$ -
Total Annual Improvements	$ 5,841,385	$ 5,791,692	$ 49,693	$ -

Potential PARTF Grant Projects allow a dollar for dollar match up to $375,000 for land acquisition, park development, and improvements.

Park Improvements and Development	Grant	Project Cost	Town Match	Grant Match
Community Center Building	PARTF	$ 5,190,000	$ 4,875,174	$ 314,826
Nature Trail	PARTF	$ 72,000	$ 36,000	$ 36,000
Natural Play Area	PARTF	$ 30,000	$ 15,000	$ 15,000
5' Wide Paved Connector Path	PARTF	$ 18,349	$ 9,175	$ 9,174
Contingency 5%	PARTF	$ 265,518	$ 265,518	$ -
Construction management, site planning, preliminary design, survey and appraisals, and the cost of preparing the application - 5%	PARTF	$ 265,518	$ 265,518	$ -
		$ 5,841,385	$ 5,466,385	$ 375,000

Funding Sources

Municipal Building/Land Capital Reserve Fund	$ 1,403,975
General Fund	$ 2,062,410
Bank Installment Financing	$ 2,000,000
PARTF Grant	$ 375,000
	$ 5,841,385

PROPOSED OPERATING BUDGET

The proposed operating budget includes costs for staff, operations and general maintenance requirements for a parks and recreation system. It is recommended that Budget be increased annually for the next 3 years. There should be a proposed 5% increase annually for inflation and expenses as parks are implemented. The Capital Improvements for the next 3 years include development of a number of new facilities. These improvements may require additional staffing and operational expenses for each park once implemented.

6.2 ECONOMIC DEVELOPMENT INITIATIVE

Studies have shown that economies are impacted *very positively* where bicycle and pedestrian tourism is fostered and promoted and where investments are made in bicycle and pedestrian facilities. The number of people who feel comfortable walking or riding bicycles is a measure of the quality of life in that area.

Trails and Greenways

Greenways are both a recreational and transportation asset

Trails and greenways are extremely popular amenities for vacationing bicyclists and pedestrians. Tourists and visitors to the area often return to communities that provide places (which are safely removed from busy roads) for walking and bicycling. Trails offer scenic recreation, which is suitable for a wide range of ages and abilities. Many times, lodging is in close proximity to popular trails, thereby increasing occupancy for the owner. For residents in these locales, investments in trails and greenways can increase property values and improve the overall livability of a community, as well as attracting, retaining, and expanding tourism and the associated revenues.

Investing dollars in greenways yield substantial community-wide returns. These returns are in the form of increased property values, business attraction, recreation revenue, and reduced water treatment and flooding costs. Not only are tourists attracted to these areas, but business leaders are selecting sites for the relocation and expansion of industries and corporations where the quality of life is high and recreation opportunities are abundant. Increasingly, corporations are recognizing the benefits of convenient fitness and recreation for their employees and are seeking these greenway amenities for potential locations.

Greenways, as vegetated buffers located adjacent to waterways, act as "filters" to clean the water, trapping nonpoint source pollutants. These pollutants which include sediment, pesticides, fertilizers, oil, gas and other chemicals, are transported into streams, rivers, and/or lakes by stormwater when rain or snow events occur. Greenways, therefore, can reduce the need for expensive pre-treatment of the water supply by cleaning it before it reaches residents.

Trail Development

The ongoing construction of bicycle and pedestrian facilities is proving to be a very wise economic investment for the communities through which they pass. Trails and pathways have a positive effect on nearby property values with homebuyers and business owners realizing the effect that such facilities bring to a community. According to research by the *Rails to Trails Conservancy*, there are vast amounts of people, who are using rail trails. It is easy to understand how communities can profit economically by meeting the needs of trail users: restaurants, convenience stores, bicycle and other merchandise shops, campgrounds and alternate lodging. All of these types of entrepreneurs attribute the location of a nearby trail to at least a portion of their success. Realtors and homebuyers alike are recognizing the benefits of properties located near trails. Both locally and nationally, the construction of trails have proven to be a cost effective use of public funds. In particular, multi-use trails allow more visitors and residents to replace automobile trips with non-motorized trips, thereby moving the citizenry closer to achieving public health objectives, including increased opportunities for physical exercise.

Property value increase where trails have been developed

Parks

Research has substantiated the direct proportion between economic growth and the existence of parks and open space in communities and municipalities around the country. This growth includes increased property values in residential, urban, and industrial communities, as well as the increased revenue from tourists.

Parks

Research has substantiated the direct proportion between economic growth and the existence of parks and open space in communities and municipalities around the country. This growth includes increased property values in residential, urban, and industrial communities, as well as the increased revenue from tourists.

Increased Property Value

The real estate market consistently demonstrates that residents throughout the country are willing to invest larger amounts of money in properties that are located close to parks and open space areas than they would for homes that do not offer these types of amenities. The higher values of these homes produce higher property taxes in the affected area. In some instances, additional property taxes are sufficient to recoup the annual debt charges on bonds, which were originally used to finance park acquisition and development.

Studies have also concluded that the positive relationship between park proximity and property value also holds true in low-income urban areas. In dense, urban neighborhoods, the value effect of nearby green space can be stronger than the resident's lot value, increasing the lot value and again, yielding higher property taxes, to, perhaps fund the cost of the park.
The values of commercial properties also increase when parks or outdoor facilities (such as outdoor festivals, movies, restaurants, etc.) are in the immediate locale. Studies indicate that "commercial asking rents" near park property exceed rents in surrounding submarkets.

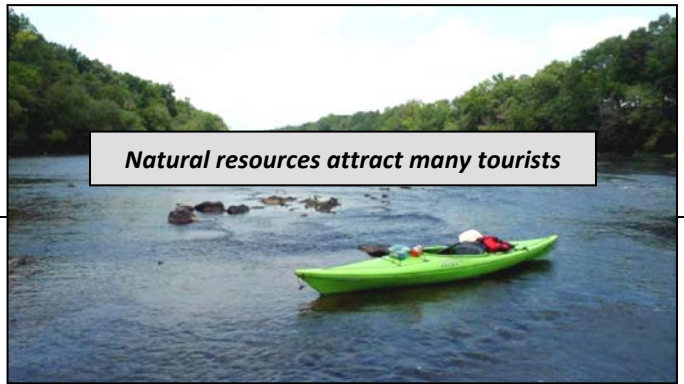
Revitalization of Businesses

In recent years, there has been a trend to revitalize inner-Town and urban areas to improve their quality of life. The success of this revitalization has included the addition of parks and recreational activity in downtown areas. Generally speaking, people do not want to live or work in an environment where they have no refuge from downtown Town buildings, without having any place to go out for a stroll, walk the dog, or just enjoy some sunshine. In studies of downtown revitalizations, the top recommendations include "the dramatic expansion of parks and open spaces".

Businesses have been revitalized due to the increase of pedestrian activity in downtown areas

Tourism

A park often becomes the signature attraction for a



Natural resources attract many tourists

community or municipality. It is often used as a marketing tool to attract residents, tourists, conventions, and businesses. Parks often shape the identity of the area and give residents a sense of pride.

Organized events held in public parks; arts festivals, athletic events, food festivals, concerts, plays, et cetera, often bring substantial positive economic impacts to their communities by filling hotel rooms and restaurants, and bringing customers to other local business enterprises.

6.3 OPPORTUNITIES AND STRATEGIES

Dedicated Source of Local Funding

In order to leverage and provide matching funds for many of the programs listed above, the Town of Lewisville should evaluate the existing departmental budget and funding for capital improvements to include the following:

- Property/sales tax
- Bonds
- Fee in-lieu of contributions
- User fees/registration fees

Property/Sales Tax Revenues

General tax revenues traditionally provide sources for general operations and maintenance of park systems for local governments. The Parks and Recreation Department is scheduled along with health, public safety, utilities, et cetera. in regular budgets established by the Town. Assessed valuation of real and personal property tax and sales tax provides the framework for the major portion of the tax base for the Town.

Traditionally ad valorem tax revenue has been the primary source of funding for the park and recreation enhancement of properties/facilities owned by local governments, 'Recreational opportunities' are considered a public service and often are a standard line item on general fund budgets. Creative financial opportunities are possible; however, ad valorem taxes will continue to be the major revenue source to support the system. As such, communities often vote to raise their local tax rate temporarily in support of their park and recreation systems.

General Obligation Bonds

Many communities issue bonds that are typically approved by the shareholders, to finance site development and land acquisition costs. The State of North Carolina grants local governments the authority to borrow funds for parks and recreation through the issuance of bonds. The amount is not to exceed the cost of acquisition or improvement of park and recreation facilities. Total bond

capacities for local governments are limited for parks and recreation, to a maximum percentage of assessed property valuation. Since the issuance of bonds relies on the support of the voting population, the implementation of awareness programs is absolutely essential prior to a referendum vote.

General Obligation bonds are the preferred financing approach of the North Carolina Local Government Commission and the general securities market, because these instruments are backed by the full faith and credit of the issuer. That simply means that the bonds represent an encumbrance against the property tax base of the issuing jurisdiction and therefore offer the best available security to the bond holder. The State of North Carolina gives the issuance of bonds not to exceed the total cost of improvements (including land acquisition). In view of the recommended capital improvements suggested in this plan, borrowing of funds to develop new facilities may be necessary. Total bonding capacities for local government is limited for parks and recreation to a maximum percentage of assessed property valuation.

The following are key factors to consider before using this financing instrument:

- In North Carolina, the issuance of General Obligation bonds requires a referendum of the voters within the issuing jurisdiction.

- The term of the debt may be extended to 20-30 years.

- The debt is publicly sold, so there are costs associated with the sale. These costs generally total 3% to 5% of the total bond principal. The issuance costs offset the lower interest rate and therefore, this instrument becomes more attractive as the size of the issuance increases and the issuance costs are spread over the larger debt. It has been found that this financing option becomes financially superior as the debt principal exceeds $10-$12 million.

- Generally, prepayment of the debt cannot be accomplished until reaching a call date. This usually is around 75% of debt retirement.

Failure of the General Obligation Bond to be ratified by referendum could mean that the Town could not go forward with an alternative approach to financing without substantially changing the scope of the project

Fee in-lieu of contributions

Under the Unified Development Ordinance (UDO), developers have an option to pay a 'fee in lieu of' rather than to dedicate land for open space or recreation within conventional subdivisions. This program

Developers utilize UDO for revenue source

has proven to be successful for many local governments in providing a dedicated source of revenue, earmarked for park development. It is recommended the Town reevaluate this source of revenue to study the feasibility of enhancing the fee in-lieu formula.

User fees/registration fees

Communities throughout the nation employ a wide variety of user fees for public use of recreational programs and services within their recreation departments. The amount of the fee is usually determined by a portion of the recreation costs needed for improvements and operations. These user fees are typically levied for special facilities such as water parks and golf courses; however, they can also be charged for the use of trails and ball fields. The Town of Lewisville should continue to generate revenue by charging user fees for use of facilities such as picnic shelters in order to cover operation and administrative costs. In addition, the Town should continue to have a separate fee rate structure for residents and non-residents. As the park system continues develop, the Town should examine their fee structure to identify opportunities for additional revenue. The current user fees appear to be fair and reasonable for a majority of the Town residents and non-residents. Elected officials should determine the fees and charges based on departmental input; the fees should not be so high that persons of modest income would ultimately be denied the use of park facilities.

Other Sources of Funding

FUNDING/ACQUISITION SOURCES

Implementing the recommendations of this Comprehensive Parks Master Plan will require a combination of funding sources that include local, state, federal and private money. This Section provides a listing of the most commonly used funds for park and greenway facility projects in North Carolina. Fortunately, the benefits of protected greenways and parks are many and varied. This allows programs in The Town of Lewisville to access money earmarked for a variety of purposes including water quality, hazard mitigation, recreation, air quality, alternative transportation, wildlife protection, community health and economic development. Competition is always stiff for state and federal funds. It becomes imperative that local governments work together to create multi-jurisdictional partnerships and to develop their own local sources of funding. These sources can then be used to leverage outside assistance. The long term success of this plan will almost certainly depend on the dedication of local revenue stream for park and greenway projects.

It is important that the Town of Lewisville fully evaluate its available options and develop a funding strategy that can meet community needs, maximize local resources, improve quality of life and leverage outside funding. Financing will be needed to administer the continued planning and implementation process, acquire parcels or

easements and manage and maintain facilities. Further research into these programs is recommended to determine requirements for specific grants.

McGill Associates advises the Town of Lewisville to pursue a variety of funding options. Below is a list of park and greenway funding opportunities that are typically sought by communities. Creative planning and consistent monitoring of funding options will likely turn up new opportunities not listed here.

Grants

State and federal agencies offer numerous grants to assist municipalities in the financing of their parks and recreation projects. This source of funding should definitely be investigated and pursued by the Town of Lewisville for present and future park and recreation improvements.

North Carolina Parks and Recreation Trust Fund (PARTF):

PARTF was established for local governments and the North Carolina Division of Parks and Recreation in 1994 as a funding source for the development and/or improvement of parks and recreation facilities, and for the purpose of land acquisition. A state-funded program, PARTF matches monies spent by municipalities on parks and recreation, with each sharing 50% of the cost. In 2004, the fund request was elevated from a maximum of $500,000 to $1,000,000. The Recreational Resources Service should be contact for additional information at (919) 515-7118.

Land and Water Conservation Fund (LWCF):

A federally-funded program, LWCF, was established for local and state governments in 1965 as a funding source for outdoor recreational development and land acquisition. LWCF monies are derived from the sale or lease of nonrenewable resources, primarily offshore oil and gas leases, and surplus federal land sales. Acquisition and development grants may be used for a wide variety of outdoor projects such as Town parks, tennis courts, bike trails, outdoor swimming pools and support facilities (roads, water supply, et cetera.) Facility design must be rather basic rather than elaborate and must remain accessible to the general public. No more than 50% of the project cost may be federally funded by LWCF, although all or part of the project sponsor's matching share may be obtained from certain other federal assistance programs. The federal government has proposed no funding for this program for fiscal year 2006.

North Carolina Natural Heritage Trust Fund

The North Carolina Natural Heritage Trust Fund (NHTF) fund provides supplemental funding to select state agencies for the acquisition and protection of important natural areas, to preserve the state's ecological diversity and cultural heritage and to inventory the natural heritage resources of the state. Eligible agencies include the Dept. of Environment and Natural Resources, the Wildlife Resources Commission, the Dept. of Cultural Resources and the Dept. of Agriculture and Consumer Services. Although the Town of Lewisville cannot be the applicant, there are state agencies, which could acquire properties, institute programs, et cetera in the Town for preservation or education purposes. Grants are awarded for the following:

- The purchase of lands that represent the state's ecological diversity to ensure their preservation and conversation for recreational, scientific, educational, cultural and aesthetic purposes.
- The purchase of additions to state parks, state trails, aesthetic forests, wild or scenic rivers and fish/wildlife management areas.
- The development of a balanced state program of historic properties.
- The inventory and conservation planning of natural areas by the Natural Heritage program.

Federal Aid Construction Funds

These funds are included in the National Highway System (NHS) Surface Transportation Program (STP), and Congestion Mitigation and Air Quality (CMAQ). The funds provide for the construction of pedestrian and bicycle transportation facilities. The primary source of funding for bicycle and pedestrian projects is STP Enhancement Funding.

Safe Routes to School Program (SRTS)

The Safe Routes to Schools Program is a Federal-Aid program of the U.S. Department of Transportation's Federal Highway Administration (FHWA). The Program was created by Section 1404 of the *Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users Act* (SAFETEA-LU). The SRTS Program is funded at $612 million over five Federal fiscal years (FY 2005-2009) and is to be administered by State Departments of Transportation (DOT's).

The Program provides funds to the States to substantially improve the ability of primary and middle school students to walk and bicycle to school safely. The purposes of the Safe Routes to Schools program are outlined below:

1. To enable and encourage children, including those with disabilities, to walk and bicycle to school.
2. To make bicycling and walking to school a safer and more appealing transportation alternative, thereby encouraging a healthy and active lifestyle from an early age.
3. To facilitate the planning, development and implementation of projects and activities that will improve safety and reduce traffic, fuel consumption and air pollution in the vicinity (approximately 2 miles) of primary and middle schools (Grades K-8).

North Carolina Ecosystem Enhancement Program

The N.C. Ecosystem Enhancement Program (EEP) combines a wetlands-restoration initiative by the N.C. Dept. of Environment and Natural Resources with ongoing environmental efforts by the Dept. of Transportation to restore, enhance and protect its wetlands and waterways. EEP provides:

- High-quality, cost-effective projects for watershed improvement and protection
- Compensation for unavoidable environmental impacts associated with transportation, infrastructure and economic development
- Detailed watershed-planning and project-implementation efforts within North Carolina's threatened or degraded watersheds

Recreation Trails Program

RTP distributes funds equally among states

The Recreation Trails Program (RTP) is an assistance program of the Department of Transportation's Federal Highway Administration (FHWA). RTP makes recreation funds available for state allocation to develop and maintain recreation trails and trail-related facilities for both non-motorized and motorized recreation trail users. RTP fund are distributed to states by a legislative formula: half of the funds are distributed equally among all states and half are distributed in proportion to the estimated amount of non-highway recreational fuel used in each state. (Non-highway recreational fuel is the type which is typically used by snowmobiles, all-terrain vehicles, off-road motorcycles and off-road light trucks.)

Clean Water Management Trust Fund (CWMTF)

Created in 1996 by the North Carolina General Assembly, the Clean Water Management Trust Fund (CWMTF) grants monies to local governments, state agencies and not-for-profit conservation groups. The money is to help finance projects that specifically address water pollution issues. CWMTF will fund projects that contribute toward a network of riparian buffers and greenways for environmental, educational and recreational benefits. There is no match required by local municipalities, however, the 'suggestion' of a match is highly recommended.

Watershed Protection and Flood Protection

The USDA Natural Resource Conservation Service (NRCS) assists state and local governments in their operation and maintenance of watersheds whose areas are less that 250,000 square acres. The NRCS provides both financial and technical assistance to eligible projects for the improvement of watershed protection, flood prevention, sedimentation control, public water-based fish and wildlife enhancements and recreation planning. The NRCS requires a 50% local match for public recreation and fish/wildlife projects.

State Construction Funds

These funds (not including the Highway Trust Fund for Urban Loops and Interchanges) may be used for the construction of sidewalks and bicycle accommodations that are a part of roadway improvement projects.

The North Carolina Conservation Tax Credit

This program provides an incentive (in the form of an income tax credit) for landowners that donate interests in real property for conservation purposes. Property donations can be fee simple or in the form of conservation easements or bargain sale. The goal of this program is to manage stormwater, protect water supply watersheds, preserve working farms and forests and set-aside greenways for ecological communities, public trails and wildlife corridors. (Go to http://ncctc.enr.state.nc.us/ for additional information,)

Farmland Protection Trust Fund

Ranging from only a couple hundred thousand dollars to millions of dollars over the last several years, this program is funded through an allocation by the NC General Assembly to the NC Department of Agriculture and Consumer Services. It is a voluntary program designed to protect farmland from development by either acquiring property outright or acquiring

Program protects farmlands

conservation easements on the property. The program is administered by the Conservation Trust Fund for North Carolina (CTNC). Questions about available funding should be directed to CTNC.

Contributions

The solicitation of contributions is an acceptable method of fund-raising for recreation departments. These donations, typically in the form of land, cash, labor and materials, could be solicited to assist the Town of Lewisville with its enhancement program. Corporations, civic organizations, individuals and other groups generally donate to a specific park project; however, donations may also be solicited for multiple project improvements or additions. The National Recreation and Park Association recommend the use of private, not-for-profit, tax-exempt foundations as a means of accepting and administering private gifts to a public park system.

Park Foundations

Foundations are another source of financing by making direct contributions within communities, states or the nation. These types of funds are usually described as special program foundations, general-purpose foundations, or corporate foundations. Foundations can provide the needed resources to support park projects. Foundations generally have very few restrictions and/or limitations, and are typically received from local entities. For example, the Town Heritage Foundation in cooperation with the municipal government, provided funding for the development of the Town Arboretum. A list of appropriate foundations can be found at http://foundationcenter.org .

Partnerships

To implement the recommendations contained in the comprehensive master plan, the Town of Lewisville should expand their partnership agreements with other public agencies and private-sector organizations. There are many different types of partnerships that can be formed to achieve the goals established by the Town. In fact, many local governments throughout the nation are utilizing partnerships with public and private-sector interests to accomplish community goals.

Listed below are the various types of partnerships that the Town should consider in its efforts for the improvement and addition of parks and recreational facilities:

- Programming partnerships to co-sponsor events and facilities or to allow qualified outside agencies to conduct activities on properties which are municipally owned.
- Operational partnerships to share the responsibility for providing public access and use of facilities.
- Development partnerships to purchase land and/or build facilities.
- Management partnerships to maintain properties and/or facilities.

The Town of Lewisville is currently participating with partnerships in other related endeavors/functions and should evaluate forming additional partnerships which address the needs of a comprehensive park system. Direct requests should be made to potential partners, asking them to meet and to evaluate the possible benefits of partnering. This step should be made to generate interest and agreement prior to solidifying any responsibilities for each participating party.

Private-sector partnerships can be beneficial to municipalities. Developers can use private funds to develop facilities on municipal property and lease it to the Town over a long term. Over a period of time, the developer returns a portion of the revenue to the Town and at the end of the lease the facility is turned over to public ownership. This type of arrangement would typically be a large capital investment for a special use facility.

Land Acquisition and Development

There are many different types of land acquisition available to the Town of Lewisville for park system expansion and/or future development. Due to the land costs and land availability, it is recommended that the Town prioritize the property to be acquired for park facilities. Listed below are several methods for acquiring and developing parks:

Life Estate

A life estate is a gift, whereby a donor retains the land during his/her lifetime and relinquishes title of the property after his/her death. In return, the owner (or family) is relieved of property tax for the given land.

Local Gifts

Donations of land, money, labor and construction can have significant impact on the acquisition and development of park property. The solicitation of local gifts is highly recommended and should be organized thoroughly, with the utilization of very specific strategic methods. This often untapped source of obtaining funds requires the contacting of potential donors such as individuals, institutions, foundations, service clubs, et cetera.

Easement

An easement is the most common type of 'less-than-fee' interest in land. An easement seeks to compensate the property owner for the right to use his/her land in some way or to compensate for the loss of his/her privileges to use the land. Generally, the land owner may still use the land and therefore continues to generate property tax revenue for the Town.

Fee Simple Purchase

Fee simple purchase is the most common method used to acquire municipal property for park facilities. Although it has the advantage of simplifying justification to the general public, fee simple purchase is the most difficult method to pursue due to limited monetary resources.

Fee Simple with Lease-Back or Resale

This method allows local governments to acquire land by fee simple purchase; yet allows them to either sell or lease the property to prospective users with restrictions that will preserve the land from future development. The fee simple with lease-back or resale method of development commonly results from situations in which land owners, who have lost considerable monetary amounts in property value, determine that it is more economical to sell the land to the Town (with a lease-back option) than to keep it.

Long-Term Option

Long-term options allow municipalities to purchase property over a long period of time. This method is particularly useful because it enables the Town to consider a particular

pieces of land that may have future value, though it is not currently desired or affordable at the time. There are advantages to this method of property acquisition. The Town can protect the future of the land without purchasing it upfront. Meanwhile, the purchase price of the land will not increase and the Town will have the right to exercise its option. The disadvantage to the Town is that all privileges relinquished by the land owner require compensation in the form of securing the option.

6.4 PLAN ADOPTION

The first step in implementation of the Comprehensive Parks Master Plan is adoption of the plan by the Town of Lewisville. By adopting the Comprehensive Parks Master Plan, the community is able to help shape larger regional decisions so that they fit within the goals of the plan. The Town also gives itself greater authority in shaping local land use decisions so that they achieve the goals and vision of this plan. In addition, the adoption of this Master Plan is essential in order to maximize available grant opportunities.

Among the opportunities available to promote the recommendations contained in the Master Plan is the ability to ***build upon*** an already committed and active base of residents, visitors and enthusiasts in the area. Through their organizations, institutions, publications and networks, the Town of Lewisville can promote both the improved and new parks and greenway facilities and programs.

Second among the opportunities is the ***availability*** of the existing park facilities (amenities, programs, existing trails, et cetera.) Though some changes are being suggested in the short-term and an expanded network is suggested for the long-term, the presence of an existing network provides a strong foundation from which to build. Many Town residents are already accustomed to using the existing park facilities and should become used to seeing new park amenities, programs, signage and other improvements. Building on their existing awareness is much easier than building on no awareness.

Action Steps

Upon adoption of this plan, implementation of specific recommendations can begin. Many of these will occur simultaneously and include policy and facility improvement changes. The key steps are:

- Secure a dedicated source of revenue to address the 3-year and beyond Capital Improvement Program and address the goals of the Master Plan.
- Provide staffing necessary to support and oversee the implementation of this plan and the proper maintenance and

operation of the facilities that are proposed; for example, the Town may designate or hire an employee to oversee this task.

- Create the Town of Lewisville Parks and Recreation Endowment Fund through the NC Community Foundation.

- Develop and implement educational and awareness programs such as public events and promotion of parks awareness by civic/environmental advocacy groups. These programs can be used to announce new park facilities and upcoming projects.

- Begin working on the proposed facilities that are listed in the 10-year and beyond Capital Improvement Program. From these opportunities come the framework for an initial implementation strategy:

  1) Aggressively begin to establish potential funding mechanisms for future park expansions. This high priority goal is essential for realizing the proposed recommendations for the future growth and development of Lewisville's parks and recreation facilities.

  2) Use the nucleus of park patrons to expand the awareness of the amenities and programming of the Town of Lewisville parks and recreation system.

  3) Expand and modify the existing park system into a comprehensive, multi-use system, distributed so that it better meets the needs of the community, provides opportunities to all and enhances the current park system.

  4) Continue making the critical greenway connections between destination points that will allow for preservation of open space and offer an alternative mode of transportation.

These four steps represent the core of the implementation strategy. As the individual policy recommendations and physical recommendations are addressed, they should each fit with one of these four primary strategies.

- Ensure that park and greenway planning is integrated with other regional planning efforts at the state and local levels, and with long-range and current land use, economic development, parks, environmental and community planning. The following are mechanisms to achieve this action step:

  1) Expand local capital improvements program for yearly appropriation for greenway and park development.
  2) Set aside money for land acquisition, construction and maintenance of parks and greenway facilities in the annual operating budget.
  3) Pursue and request pedestrian/bicycle projects to be added to NCDOT TIP.
  4) Pursue developing and expanding existing and new partnerships.

5) Apply for PARTF Grants and other related recreation grants for park projects and improvements.
6) Seek other sources of revenue funding for parks and greenway improvements, such as including local assessment districts, developer exactions, et cetera.
7) Pursue funding from other sources listed in this section.

6.5 CONCLUSION

This Comprehensive Parks Master Plan has laid out a set of strategies for expanding and developing a safe, convenient and usable park system as reflected in the following:

- Expansion and enhancement of existing facilities; and
- Creation of new greenway and recreational facilities in areas of demand.

The plan has assessed the study area, analyzed the existing facilities, received community input, reviewed recreation standards, developed recommendations and provided strategies for implementing the plan. The Comprehensive Parks Master Plan is a comprehensive guide to be used in the improvement and enhancement of the park system for the Town of Lewisville Parks and Recreation Department.

- END OF SECTION -

RESOLUTION 2020025 OF THE LEWISVILLE TOWN COUNCIL
APPROVAL TO PROCEED WITH AN APPLICATION FOR CONSIDERATION OF A PARTF GRANT FOR IMPROVEMENTS AT JACK WARREN PARK

WHEREAS, the Lewisville Town Council has reviewed items required for submittal of a 2020 application for a PARTF grant for improvements at Jack Warren Park; and

WHEREAS, the Lewisville Town Council has reviewed and provided documents required for the application; and

WHEREAS, the Lewisville Town Council would like to have the Parks and Recreation Trust Fund receive the Town's application for the 2020 grant cycle

NOW, THEREFORE, BE IT RESOLVED THAT THE LEWISVILLE TOWN COUNCIL gives approval to proceed with an application for consideration of a PARTF grant for improvements at Jack Warren Park.

Resolved, approved and effective upon adoption, this the 16th day of April, 2020 by the Lewisville Town Council.

_____
Mike Horn,
Mayor

ATTEST:

_____
Joyce C. McWilliams Walker
Town Clerk