



Town of Lewisville Town Council
Briefing and Action Meeting Agenda
September 4, 2025 – 6:00 PM
Lewisville Town Hall 2nd Floor Conference Room
6510 Shallowford Road

- 1. Call to Order:**
 - A. Roll Call
 - B. Adoption of Agenda
- 2. Items Requiring Council Direction**
 - A. Lucy Lane – Right turn Only Discussion
- 3. Items Requiring Action at Briefing**
- 4. Administrative Reports**
 - A. Town Manager
 - i. Round-a-bout update
 - ii. Great Wagon Road update
 - iii. State of the Town Update
 - B. Town Clerk
 - i. ECSC appointments ([Attachment #1](#))
 - ii. Public Arts Icon ([Attachment #2](#))
 - iii. Landslide – A Tribute to Fleetwood Mac - @ Shallowford Square – September 6 (7 PM – 9PM)
 - iv. Starlight Movie Night – Inside Out 2 – @ Shallowford Square – September 12
 - v. CPR Class – @ MAWCC – September 27 – (8 AM – 12 PM)
 - vi. Singers in the Round Showcase – September 27 - @Shallowford Square (7 PM – 9PM)
 - C. Public Works Director
 - i. Play Structure Update
 - ii. Fred Moser Property Project
 - D. Planning Director
 - i. UDO Text Amendments Update ([Attachment #3](#))
- 5. Tentative Agenda Items for Regular Meeting on September 11, 2025**
 - A. Consent Agenda
 - i. Resolution 2025-035 – Financial Statements for Month Ended July 31, 2025 ([Attachment #4](#))
 - ii. Approval of Draft Agenda Briefing minutes – August 7, 2025 ([Attachment #5](#))
 - iii. Approval of Draft Regular Meeting minutes – August 14, 2025 ([Attachment #6](#))
 - B. Introductions, Recognitions, Presentations and/or Proclamations
 - i. Presentation
 - a. I’m One of the Reasons Lewisville is a Great Place to Live Bessie Stogias/Liberty Restaurant ([Attachment #7](#))
 - b. Declare Constitution Week Proclamation
 - c. Sheriff’s Office
 - C. Old Business
 - D. New Business
 - i. Resolution 2025-032 to Approve Marblehead Dam Construction Contract ([Attachment #8](#))
 - ii. Resolution 2025-033 to Approve CEI Services Contract ([Attachment #9](#))
 - iii. Resolution 2025-034 to Call Public Hearing - Lewisville/Clemmons Annexation Agreement ([Attachment #10](#))

iv. **For the Good of the Order**

v. **Adjournment**



2025 APPLICATION FOR LEWISVILLE BOARD/COMMITTEE

Please submit a separate application for each board/committee appointment request.

Please refer to attached Resolution 2021001: Policy - Application process for boards and committees

Full Name: SCOTT HERZOG
 Street Address: 2340 RIVER RUN DR.
 City/State/Zip: LEWISVILLE, NC 27023
 Day Phone: _____ Evening Phone: _____ Cell: (336) 473-4829
 Email: herzogscott3@gmail.com

I am interested in serving on the following Committee (2-year term, unless otherwise noted):

☒ Environmental Conservation and Sustainability Committee - 2 vacancies (ends March 31, 2026)

☐ Lewisville Beautification Committee - 2 vacancies (ends March 31, 2026)

EMPLOYMENT AND EDUCATION

Employer: <u>RETIRED (COLLINS AEROSPACE)</u>	Graduate? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Major <u>AEROSPACE ENGINEERING</u>
Address: <u>190 OAK PLAZA BLVD.</u>	High School: <u>SYCAMORE H.S., CINCINNATI, OH</u>
<u>WINSTON-SALEM, NC 27105</u>	College: <u>THE OHIO STATE UNIVERSITY</u>
Phone: _____	Graduate School: <u>NAVAL POSTGRADUATE SCHOOL</u>
Email: _____	Other: <u>NAVAL TEST PILOT SCHOOL</u>
Occupation: <u>PROGRAM MANAGER</u>	

Do you currently serve on a board and/or committee? Yes ☐ No ☒

If so, what board and/or committee: _____

Are you requesting reappointment? Yes ☐ No ☒

Signature: Scott M. Herzog Date: 25 JUL 2025

Please attach a brief statement with information detailing why you wish appointment to the board or committee and return to: Town Clerk, Town of Lewisville, PO Box 547, Lewisville, NC 27023 or email townclerk@lewisvillenc.net.

FOR OFFICE USE ONLY

Date Received: _____ Interview Date (if applicable): _____

Staff Recommendation: _____

Appointed by Town Council: Yes ☐ No ☐ Appointment Date (if applicable): _____

Applications will be accepted through July 31, 2025

2340 River Run Drive
Lewisville, NC 27023

July 25, 2025

Town of Lewisville
6510 Shallowford Road
Lewisville, NC 27023

Re: Application for Environmental Conservation & Sustainability Committee

Dear Sir or Madam:

Thank you for considering my application to serve on the Environmental Conservation & Sustainability Committee. My family and I have called Lewisville home since 2015. We have enjoyed the clean, welcoming community setting which has positively impacted how we have raised our children and enriched our daily lives. Since stepping away from full-time work in 2023, I have actively pursued volunteer opportunities and would be honored to serve our town by contributing my professional skills and passion for environmental stewardship.

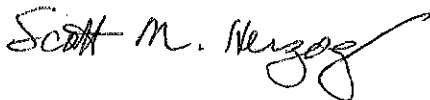
I bring a broad range of work experience that I believe would benefit the committee. I served as a career U.S. Naval officer in various roles such as aviator, team leader, training coordinator, scheduler and program manager for complex defense acquisition programs. I later continued my career in the commercial aerospace industry as a senior program manager. These roles have equipped me with strong leadership, communication, risk management, and organizational skills.

Outside of my professional experience, I am an avid outdoorsman who enjoys kayaking on the Yadkin River. I am concerned about pollution and soil erosion in the watershed and their effects on water quality and wildlife. I also serve as a Merit Badge Counselor with the Boy Scouts of America's Old Hickory Council, mentoring youth in life skills and outdoor ethics, including Leave No Trace principles. I am especially passionate about recycling and minimizing landfill waste. I greatly appreciate Lewisville's Special Recycling Events and would support efforts to expand their visibility and participation.

I am eager for the opportunity to apply my leadership and organizational abilities in service to our community. It would be a privilege to help the Town of Lewisville preserve, protect, and enhance our environmental resources in alignment with the committee's mission.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink that reads "Scott M. Herzog". The signature is fluid and cursive, with the first name "Scott" and last name "Herzog" clearly legible.

Scott M. Herzog



2025 APPLICATION FOR LEWISVILLE BOARD/COMMITTEE

Please submit a separate application for each board/committee appointment request.

Please refer to attached Resolution 2021001: Policy - Application process for boards and committees

Full Name: James Aloysius McNamara (Jim)
Street Address: 199 Turnbridge Drive
City/State/Zip: Lewisville, NC 27023
Day Phone: _____ Evening Phone: _____ Cell: 336-406-2417
Email: jimmcnmail@gmail.com

I am interested in serving on the following Committee (2-year term, unless otherwise noted):

☒ Environmental Conservation and Sustainability Committee - 2 vacancies (ends March 31, 2026)

☐ Lewisville Beautification Committee - 2 vacancies (ends March 31, 2026)

EMPLOYMENT AND EDUCATION

Employer: <u>Retired</u>	Graduate? <input checked="" type="checkbox"/> /N Major <u>Biology B.S.</u>
Address: _____	High School: <u>St. Johns College HS, DC</u>
Phone: _____	College: <u>Catholic University of America, DC</u>
Email: _____	Graduate School: <u>N</u>
Occupation: _____	Other: _____

Do you currently serve on a board and/or committee? Yes ☐ No ☒

If so, what board and/or committee: _____

Are you requesting reappointment? Yes ☐ No ☐

Signature: James A. McNamara Date: 7/30/25

Please attach a brief statement with information detailing why you wish appointment to the board or committee and return to: Town Clerk, Town of Lewisville, PO Box 547, Lewisville, NC 27023 or email townclerk@lewisvillenc.net.

FOR OFFICE USE ONLY

Date Received: _____ Interview Date (if applicable): _____
Staff Recommendation: _____
Appointed by Town Council: Yes ☐ No ☐ Appointment Date (if applicable): _____

Applications will be accepted through July 31, 2025



2025 APPLICATION FOR LEWISVILLE BOARD/COMMITTEE

Please submit a separate application for each board/committee appointment request.

Please refer to attached Resolution 2021001: Policy - Application process for boards and committees

Full Name: Dixie Lee Thompson
Street Address: 1758 Pecan Manor Lane
City/State/Zip: Lewisville, NC 27023
Day Phone: _____ Evening Phone: _____ Cell: 865-406-5352
Email: dixiethompson@mac.com

I am interested in serving on the following Committee (2-year term, unless otherwise noted):

☒ Environmental Conservation and Sustainability Committee - 2 vacancies (ends March 31, 2026)

☐ Lewisville Beautification Committee - 2 vacancies (ends March 31, 2026)

EMPLOYMENT AND EDUCATION

Employer: <u>Retired from Univ of Tennessee</u>	Graduate? Y/N <u>Major</u> Exercise Science
Address: _____	High School: <u>Clayton HS</u>
Phone: _____	College: <u>UNC - CH for BA and MA</u>
Email: _____	Graduate School: <u>Univ of Virginia for PhD</u>
Occupation: <u>professor and administrator</u>	Other: _____

Do you currently serve on a board and/or committee? Yes ☐ No ☒

If so, what board and/or committee: _____

Are you requesting reappointment? Yes ☐ No ☒

Signature:  Date: 7/25/25

Please attach a brief statement with information detailing why you wish appointment to the board or committee and return to: Town Clerk, Town of Lewisville, PO Box 547, Lewisville, NC 27023 or email townclerk@lewisvillenc.net.

FOR OFFICE USE ONLY

Date Received: _____ Interview Date (if applicable): _____
Staff Recommendation: _____
Appointed by Town Council: Yes ☐ No ☐ Appointment Date (if applicable): _____

Applications will be accepted through July 31, 2025

As a farm girl in eastern North Carolina, I learned early the importance of protecting our natural resources. I spent my youth on our family farm, and some of my greatest pleasures were exploring the great outdoors. This love continues today as I am an avid gardener, hiker, birder and amateur outdoor photographer.

I recently retired after a career of over 30 years in higher education. The last 9 years of my career was spent as Vice Provost and Dean of the Graduate School at the University of Tennessee, Knoxville. Last summer, my spouse and I purchased a home in Lewisville (she works for Wake Forest University). We have converted what was a rough and rather dead backyard into a vibrant garden. We are growing vegetables, planting native species, and have already seen a multitude of birds, butterflies and pollinators in our yard this summer.

My wife and I are avid recyclers and composters. We are committed to making sure we do our part to enhance and protect our environment. I see my volunteering to be a member of the Environmental, Conservation, and Sustainability Committee as an extension of my commitment to make a positive impact. Now that I'm retired, I look forward to getting involved in the local community in ways that help protect the environment and support local sustainability practices.

Thank you for considering my application.

Sincerely,


Dixie Thompson





STAFF REPORT

ITEM:	UDO L-170 TEXT AMENDMENTS
SUBJECT:	FOLLOW-UP TEXT AMENDMENTS TO THE NEWLY ADOPTED UDO PERTAINING TO THE SUBJECTS DISCUSSED IN RECENT MEETINGS, AS NOTED BELOW
PREPARED BY:	LYNN COCHRAN, PLANNING DIRECTOR
DATE SUBMITTED:	AUGUST 26, 2025

BACKGROUND/SUMMARY:

The Planning Director is currently researching information to prepare several UDO text amendments.

- Replacing and improving language regarding open space requirements that was removed from the last draft of the UDO before its adoption,
- Improving language regarding tree preservation requirements, incorporating Arbor Day Foundation suggestions and guidelines,
- Defining and establishing criteria for “Regional Scale Religious Institutions” (for example, a very large principal sanctuary with a seating capacity of 900 or more), allowing them only in the Institutional & Public (IP) zoning district,
- After discussing with the Mayor, clarifying standards of measurement for building height, mass and scale across zoning districts and overlays for consistency.

STAFF RECOMMENDATION AND REQUESTED ACTION:

Timeline:

- The Planning Director will present information on these items to the Planning Board and seek input during the next scheduled meeting, September 10, 2025.
- Draft amendment language will then be submitted to the Planning Board for consideration during the October 8, 2025 meeting.
- Final draft language will then be submitted to the Town Council for consideration during the November 13, 2025 meeting.



**RESOLUTION 2025-035 OF THE LEWISVILLE TOWN COUNCIL
ACCEPTANCE AND APPROVAL OF MONTHLY DISBURSEMENTS**

WHEREAS, the Finance Officer has presented the Town Council with the Revenue Statement Summary and the Encumbrances and Expenditure State Summary of figures for the one month ended July 31, 2025;

WHEREAS, the Finance Officer did not report any unusual expenditures; and

NOW, THEREFORE BE IT RESOLVED THAT the Lewisville Town Council accepts the Revenue Statement Summary and the Encumbrances and Expenditure Statement Summary for the one month ended July 31, 2025 and incorporated herein.

Adopted this the 11th day of September 2025 by the Lewisville Town Council.

ATTEST:

Mike Horn, Mayor

Angela Lord, Town Clerk

Town of Lewisville
Financial Budget to Actual Report - General Fund
One Month Ended July 31, 2025

General Fund

Revenues	Budget	Revenue Year to Date	Revenue Over (Under) Budget	Percentage Collected
Property Tax Collections	\$ 4,656,701.00	\$ -	\$ (4,656,701.00)	0.00%
Sales Tax Revenue	1,291,420.00	-	(1,291,420.00)	0.00%
Other Revenues	1,835,805.00	30,580.06	(1,805,224.94)	1.67%
Transfer from Willow Run MSD Special Revenue Fund	37,508.00	-	(37,508.00)	\$ -
Subtotal	7,821,434.00	\$ 30,580.06	\$ (7,790,853.94)	0.39%
Appropriation from Fund Balance	256,934.00			
Total	\$ 8,078,368.00			

Departments	Budget	Expenditures Year to Date	Encumbrances Year to Date	Unencumbered and Unspent Balance	Percentage of Budget Spent or Encumbered
Governing Body	\$ 381,979.00	\$ 41,049.16	\$ 55,968.13	\$ 284,961.71	25.40%
Administration	1,036,497.00	147,328.90	51,421.05	837,747.05	19.18%
Finance	335,088.00	43,738.92	-	291,349.08	13.05%
Debt Service	221,600.00	-	-	221,600.00	0.00%
Planning & Zoning	331,574.00	12,455.05	41,686.25	277,432.70	16.33%
Beautification	139,044.00	8,107.00	110,936.16	20,000.84	85.62%
Community Policing	1,063,880.00	1,350.12	1,049,210.00	13,319.88	98.75%
Public Works	738,987.00	52,349.14	73,256.62	613,381.24	17.00%
Streets	344,870.00	2,708.53	-	342,161.47	0.79%
Powell Bill	867,500.00	4,300.00	19,500.00	843,700.00	2.74%
Storm Water	260,072.00	8,581.75	121,137.07	130,353.18	49.88%
Solid Waste	1,668,536.00	-	-	1,668,536.00	0.00%
Recycling	4,910.00	190.00	-	4,720.00	3.87%
Parks and Recreation	458,831.00	52,766.63	42,243.59	363,820.78	20.71%
Transfers to Capital Projects Funds	-	-	-	-	-
Transfers to Capital Reserves	225,000.00	225,000.00	-	-	100.00%
Total	\$ 8,078,368.00	\$ 599,925.20	\$ 1,565,368.87	\$ 5,913,083.93	26.80%

General Fund Balance 7/1/2024	\$ 7,426,640.07	
Year-to-Date Increase (Decrease) FY 2024-2025	845,911.57	<i>preliminary</i>
Year-to-Date Increase (Decrease) FY 2025-2026	(569,345.14)	
General Fund Balance 7/31/2025	<u>\$ 7,703,206.50</u>	

Town of Lewisville
Financial Budget to Actual Report - Willow Run Municipal Service District
One Month Ended July 31, 2025

Willow Run Municipal Service District

Revenues	Budget	Revenue Year to Date	Revenue Over (Under) Budget	Percentage Collected
Revenues	\$ 106,542.00	\$ 1,869.21	\$ (104,672.79)	1.75%
Subtotal	106,542.00	\$ 1,869.21	\$ (104,672.79)	1.75%
Appropriation from Fund Balance	462,963.00			
Total	\$ 569,505.00			

	Budget	Expenditures Year to Date	Encumbrances Year to Date	Unencumbered and Unspent Balance	Percentage of Budget Spent or Encumbered
Expenditures	\$ 531,997.00	\$ -	\$ -	\$ 531,997.00	0.00%
Transfer to General Fund	\$ 37,508.00	\$ -	\$ -	37,508.00	0.00%
Total	\$ 569,505.00	\$ -	\$ -	\$ 569,505.00	0.00%

MSD Fund Balance 7/1/2024	\$ 249,781.03	
Year-to-Date Increase (Decrease) FY 2024-2025	303,945.80	<i>Preliminary</i>
Year-to-Date Increase (Decrease) FY 2025-2026	1,869.21	
MSD Fund Balance 7/31/2025	<u><u>\$ 555,596.04</u></u>	

Town of Lewisville
July 31, 2025

Capital Reserve Funds					
	Fund Balance 7/1/2025	Transfers In	Transfers Out	Investment Earnings	Fund Balance 7/31/2025
Sidewalks, Bike Paths, and Greenways Capital Reserve	1,452.89	100,000.00	-	282.55	101,735.44
Municipal Buildings/Land Capital Reserve	149,167.45	25,000.00	-	604.30	174,771.75
Parks & Recreation Capital Reserve	346.59	100,000.00	-	278.58	100,625.17
Total	\$ 150,966.93	\$ 225,000.00	\$ -	\$ 1,165.43	\$ 377,132.36

American Rescue Plan Act Special Revenue Fund	
American Rescue Plan Act funding received	\$ 4,024,471.50
Transferred to General Fund to reimburse for general government services - revenue replacement - FY 2021-2022	(1,208,168.14)
Transferred to General Fund to reimburse for general government services - revenue replacement - FY 2022-2023	(1,105,602.57)
Transferred to General Fund to reimburse for general government services - revenue replacement - July 1, 2023 through June 30, 2024	(1,335,948.56)
Transferred to General Fund to reimburse for general government services - revenue replacement - July 1, 2024 through November 30, 2024	(374,752.23)
Investment earnings	176,919.45
American Rescue Plan Act Special Revenue Fund - Cash Balance 7/31/2025	\$ 176,919.45

**Town of Lewisville
July 31, 2025**

Capital Projects Funds - Since Inception								
Project	Revenue	Expenditures	Transfers In	Transfers Out	Investment Earnings	Loan Proceeds	Fund Balance 7/31/2025	Budget
Community Center Capital Project	100,000.00	(4,815,994.69)	2,947,137.00	-	27,282.39	2,000,000.00	258,424.70	\$ 4,947,137.00
Roundabout at Lewisville-Vienna Road and Robinhood Road Capital Project	826,307.49	(1,066,777.15)	2,254,052.22	-	74,167.86	-	2,087,750.42	\$ 2,801,485.00
Jack Warren Park Improvements	230,940.00	(597,062.46)	672,049.00	-	47,596.31	-	353,522.85	\$ 672,049.00
Great Wagon Road Improvements	-	-	1,924,545.62	-	121,361.73	-	2,045,907.35	\$ 8,141,999.34
Public Works Facility	-	(809,907.83)	899,325.47	-	20,448.28	-	109,865.92	\$ 1,000,000.00
Total	\$ 1,157,247.49	\$ (7,289,742.13)	\$ 8,697,109.31	\$ -	\$ 290,856.57	\$ 2,000,000.00	\$ 4,855,471.24	\$ 17,562,670.34



Lewisville Town Council
Briefing and Action Meeting Minutes
August 7, 2025 – 6:00 PM
Lewisville Town Hall 2nd Floor Conference Room
6510 Shallowford Road

1. Call to Order:

- A. Mayor Horn opened the meeting at 6:00 PM. In attendance were Mayor Mike Horn, Mayor Pro-Tem Melissa Hunt and Councilmembers Ivan Huffman, Tom Lawson, Monte Long, and Jane Welch. Also attending were Town Manager Stacy Tolbert, Town Clerk Angie Lord, Finance Director Pam Orrell, Public Works Director Jon Hanna, Planning Director Lynn Cochran, Communication Specialist Veronica Leasure and Town Attorney Elliot Fus. Councilmember Ken Sadler was absent.
- B. Adoption of Agenda – Mayor Horn requested the agenda to be amended to include a facility exemption request from Lewisville United Methodist Preschool. Councilmember Welch moved to approve the agenda as amended. The motion was seconded by Mayor Pro-Tem Hunt and approved unanimously.

2. Items Requiring Council Direction

- A. Fred Moser Property – Mayor Horn explained the property donation; the request for the property to be designated for community usage; and recommended the Lewisville Parks & Recreation Committee take the lead on development design. Discussion took place regarding a staff report to Council at the September briefing; honoring the cultural heritage of the town; collaboration with the Lewisville Beautification, the Environmental Conservation & Sustainability, and the Public Arts Committees; joint meetings with Committee Chairs; and staff coordination of a plan. It was the consensus of Council to direct staff to move forward with the project.
- B. Harper Road Lift Station Capacity – Town Manager Stacy Tolbert provided the history of the Town purchasing capacity at the Harper Road Lift station in 2013; referenced the opportunity to run sewer lines into town limits; stated the Harper Road lift station was sized to handle the Blanket Bottom West basin; the wet well structure and force main were built to accommodate the additional 750,000 gpd but pumps would have to be upsized to handle additional flow; and stated System Development fees did not exist at the time of this arrangement but are now in place to pay for capacity within our system. Town Manager Tolbert explained the System Development fees were assessed to each new connection; spoke to a fee for water and sewer; fees to be determined by water meter size; and requested Council direction in selling capacity back for the \$600,000 that it was purchased for. Councilmember Lawson outlined a detailed history of the purchase; spoke to a potential future value. Discussion ensued regarding annexation restrictions; capacity usages; sewer expansion cost; funding allocations; the need for a long-range plan; and the transfer of funds to a town reserve fund. Councilmember Lawson requested staff seek additional information from the University of North Carolina School of Government prior to a sale agreement. Mayor Horn directed staff to investigate what the pay back would be; and to determine the return on investment.

3. Items Requiring Action at Briefing

- A. Environmental Conservation & Sustainability Committee (ECSC) – Ex-Officio Member Update – Town Clerk Angie Lord outlined discussions at the July briefing; stated Council requested the history in the ECSC ex-officio member; outlined the appointment of Henry Fansler as an ex-officio member in August 2022; shared additional researched showed Mr. Fansler as a contributor to events; explained staff's recommendation for Mr. Fansler to continue the

appointment until term expiration in March 2026; and requested Council consider allowing only town residents to serve on committees moving forward. Following discussion, it was the consensus of Council to continue to allow ex-officio members that live on town limit border lines.

- B. Facility Exemption Request Recommendation – Crosby Scholars – Town Clerk Lord outlined the updated request received with additional information provided; a second review by the Special Projects Review Committee; and the continued recommendation of denial from the committee. Discussion took place regarding an incomplete application; meeting only one of five criteria; budgetary concerns; and being more selective on exemption request. Mayor Pro-Tem Hunt made a motion to deny the request. The motion was seconded by Councilmember Huffman and passed unanimously. *(Facility exemption request referenced is herein incorporated by reference into the minutes.)*
- C. Facility Exemption Request Recommendation – Lewisville United Methodist Church Preschool LUMC Preschool – Town Clerk Lord outlined the facility exemption request by the LUMC Preschool; a review by the Special Projects Review Committee; explained a previous approval of request in 2024; and explained the recommendation to approve by the committee. Councilmember Welch made a motion to approve the request. The motion was seconded by Councilmember Lawson and passed unanimously. *(Facility exemption request referenced is herein incorporated by reference into the minutes.)*

4. Administrative Reports

A. Town Manager

- i. Round-a-bout update – Town Manager Tolbert provided an update on the Lewisville-Vienna/Robinhood Road roundabout project; referenced a recent North Carolina Department of Transportation (NCDOT) meeting; outlined the process for the bid opening; explained a required approval by NCDOT on selected bid; spoke to Council consideration; to the start of construction; and to a partnership with Volkert Engineering to assist with the process.
- ii. Great Wagon Road Update – Town Manager Tolbert shared data from the monthly construction meeting stating the project is at 14% completion; the water & sewer line installation is at 25-30% complete; outlined the next phases to include continuation of water & sewer line installation, gas line installation and connections, additional tree removal, and hauling in dirt; and explained expectation of a construction start on the Tom Voss Road connection in the coming weeks. Town Manager Tolbert continued to explain the request for bids on the sewer lift station construction had been sent out; spoke to one bid received at a substantially higher estimate than anticipated, which was approximately \$6 million, to over \$10 million; highlighted the rejection of the bid; referenced another round for bid responses; and stated the City County Utilities Commission (CCUC) would provide updates.
- iii. Fire Department Update – Town Manager Tolbert referenced a recent meeting with Lewisville Fire Department Chief Darin Needham; explained County efforts for solutions with retention issues; pay scales equality and retirement benefits with similar percentages; the need for discussions in the Fire department on being a municipal department; and explained the next steps to be taken by the Fire department.

B. Town Clerk

- i. National Night Out (NNO) Update – Town Clerk Lord provided a brief overview of the NNO festivities; and commended the participation of the Public safety teams and National Guard.
- ii. Mary Alice Warren Community Center (MAWCC) Mural Plaque – Town Clerk Lord stated a commemorative plaque had been placed under the mural at the MAWCC.
- iii. Rev-On – The Foreigner Experience – August 16
- iv. State of the Town – August 28
- v. Town Offices Closed – September 1

Mayor Horn declared a recess at 7:23 PM. Council reconvened at 7:30 PM with all members present except Councilmember Sadler.

C. Public Works Director

- i. Public Facilities Update – Public Works Director Jon Hanna provided an update on the facility fencing; spoke to the need for an outside storage shed and rollup door; and to a potential wash bay.
- ii. Tree Relocation Update – Director Hanna outlined the successful tree relocation project; spoke to the difficult process; and to project cost savings.
- iii. Pavement Condition Study – Director Hanna referenced pavement studies over the years; spoke to a full street inventory; to paving and maintenance; to a partnership with Summit Engineering; explained the project was on budget; and highlighted a tentative project start time within the next month.
- iv. Marblehead Dam Repair Project – Director Hanna stated two bids were received; both were under budget; spoke to a mid-September project timeline; and Council consideration during the September Council meeting. Discussion took place regarding community communication efforts.

D. Planning Director

- i. Zoning Violation – Planning Director Lynn Cochran outlined complaints received on 1289 Chickasha Drive since early 2025; explained on-site timber processing; operations of impermissible vehicle storage yard; illegal dumping; repeated code violations; and stated in collaboration with Town Attorney, Elliot Fus, the staff recommended pursuit of legal action such as an order of abatement or injunction. Discussion took place regarding a previous investigation; repetitive concerns; and criminal violations. It was the consensus of Council to move forward with legal action. *(The Staff Report is herein incorporated by reference into the minutes.)*

Discussion continued regarding previous UDO review; setbacks on Shallowford Road; Church regulations; and adoption of the ordinance with intentions to revisit sections in the future.

E. Communications Specialist

- i. Resident Survey Update – Communications Specialist Veronica Leasure provided an update on the resident survey; and shared a survey sample and the working document for analyzing data. Discussion ensued regarding the time commitment to analyze data. Mayor Horn spoke to looking in to an intern to assist. *(The Resident Survey is herein incorporated by reference into the minutes.)*

5. Tentative Agenda Items for Regular Meeting on June 12, 2025

A. Consent Agenda

- i. Resolution 2025-028– Financial statements for year ended June 30, 2025 Preliminary and Unaudited – Town Finance Director Pam Orrell explained Preliminary and Unaudited statements; and provided hardcopies of the Fiscal Year 2025-2026 Annual Budget.
- ii. Approval of Agenda Briefing minutes – July 3, 2025
- iii. Approval of Regular Meeting minutes – July 10, 2025
- iv. Approval of Special Meeting minutes – July 21, 2025

B. Introductions, Recognitions, Presentations and/or Proclamations

- i. Presentation
 - a. Sheriff's Office – No report at this meeting.
 - b. I'm One of the Reasons Lewisville is a Great Place to Live (Civic Club) – Councilmember Huffman inquired about criteria for nominations. Discussion ensued regarding

requirements; and clarification of “residents” to be nominated. Mayor Horn requested staff to research Business Recognitions.

- c. Certificate of Achievement – “Excellence in Financial Reporting” – Finance Director Orrell will present at the Council meeting.

C. Public Hearings

- i. Unified Development Ordinance (UDO) – Rewrite – Planning Director Lynn Cochran explained the finalization of the ordinance rewrite.
 - a. Staff Presentation
 - b. Public Hearing
 - c. Council Discussion
 - d. Council Consideration – Ordinance 2025-021 – Amend UDO
- ii. Annexation – 5394 Williams Road - Planning Director Cochran reviewed the request as submitted; explained there would be a presentation for both the annexation and rezoning request; requirements for separate hearings and votes; and stated an anticipated opposition to be in attendance.
 - a. Staff Presentation
 - b. Public Hearing
 - c. Council Discussion
 - d. Council Consideration – Ordinance 2025-022 – Extend Town of Lewisville corporate limits to include 5394 Williams Road
- iii. Rezoning – L- 113 – 5394 Williams Road (PIN 5855-44-9745)
 - a. Staff Presentation
 - b. Public Hearing
 - c. Council Discussion
 - d. Council Consideration – Ordinance 2025-023 – Change zoning from Agricultural & Yadkin River Conservation districts of Forsyth County to Agricultural & Yadkin River Conservation districts of Lewisville – 5394 Williams Road

D. Old Business

E. New Business

- i. Resolution 2025-029 – Adoption of the 2025 Northern Piedmont Regional Hazard Mitigation Plan – Town Manager Tolbert stated the Town adopted the Northern Piedmont Regional Hazard Mitigation Plan in 2020; explained requirements to update plans every five years; the plan consisted of over 1100 pages; the need to adopt the plan to be eligible for federal funding; and stated once adopted staff would print and house the final version at Town Hall.
- ii. Ordinance 2025-024 Ordinance to Amend Town Code Chapter 16 – Establish Rules for the Mayor Mike Horn Amphitheater - Town Manager Tolbert stated the Mayor Mike Horn Amphitheater was ready for rentals; spoke to the establishment of rules in alignment with other town facilities; and the need to update the Town Code.
- iii. Ordinance 2025-025 – Ordinance to Amend Town Code Chapter 16 – Amend Fee Schedule – Town Manager Tolbert stated recommended fees reflected the same as pavilions at Jack Warren Park and Shallowford Square; and outlined set rates of \$35 for the first 4 hours, \$15 for every additional hour, a \$100 surcharge for non-residents and a \$200 refundable cleaning deposit.

iv. **For the Good of the Order**

Mayor Pro-Tem Hunt voiced concerns regarding sidewalk safety; and the need for crosswalks. Discussion took place regarding a realignment of the intersection; updates with regards to the Great Wagon Road construction; and research for temporary solutions.

- v. **Adjournment** – Councilmember Lawson moved to adjourn the meeting at 8:16 PM. The motion was seconded by Councilmember Long and approved unanimously.

Mike Horn, Mayor

ATTEST:

Angela Lord, Town Clerk

DRAFT



**Lewisville Town Council
Regular Meeting Minutes
August 14, 2025 – 6:00 PM
Lewisville Town Hall Council Chambers
6510 Shallowford Road**

1. Call to Order:

- A. Mayor Horn opened the meeting at 6:00 PM. In attendance were Mayor Mike Horn, Mayor Pro-Tem Melissa Hunt, and Councilmembers Ivan Huffman, Tom Lawson, Ken Sadler and Jane Welch. Also attending were Town Manager Stacy Tolbert, Town Clerk Angie Lord, and Attorney Elliot Fuss. Councilmember Monte Long was absent.
- B. Invocation – Councilmember Welch
- C. Pledge of Allegiance – Mayor Horn
- D. Adoption of Agenda – Councilmember Huffman moved to approve the agenda. The motion was seconded by Mayor Pro-Tem Hunt and approved unanimously.

2. Consent Agenda

- a. Resolution 2025-021– Financial statements for year ended June 30, 2025 Preliminary and Unaudited
- b. Approval of Agenda Briefing minutes – July 3, 2025
- c. Approval of Regular Meeting minutes – July 10, 2025
- d. Approval of Special Meeting minutes – July 21, 2025

Councilmember Sadler pulled resolution 2025-021 for discussion; and requested the item be postponed until all financial statements were completed. Councilmember Welch moved to approve the consent agenda as amended. The motion was seconded by Councilmember Sadler and approved unanimously.

3. Introductions, Recognitions, Presentations and/or Proclamations

- a. Presentations
 - i. I'm One of the Reasons Lewisville is a Great Place to Live – Mayor Horn presented *I'm One of the Reasons Lewisville is a Great Place to Live* to the Lewisville Civic Club; highlighted the organizations contributions to the Town; referenced an upcoming Proclamation; and invited representing past Presidents up for the presentation.
 - ii. Certificate of Achievement – “Excellence in Financial Reporting” – Finance Director Pam Orrell presented the award; and highlighted multiple year achievements.
 - iii. Sheriff's Office – Sergeant Stringer shared call stats; and highlighted recent school traffic flow.

2025													
TYPE OF INCIDENT	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Total calls for service	670	718	766	640	680	698	746						
Security Check	364	414	372	338	363	362	403						
Traffic Arrest / Violation	18	35	19	22	26	15	29						
Alarm	16	12	11	14	20	17	11						
Priority Call Response Time	6.5	4.8	5	4.2	5.3	7	6.5						
2024													
TYPE OF INCIDENT	JAN	FEB	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Total calls for service	575	657	715	682	605	591	621						
Security Check	277	347	136	368	300	284	351						
Traffic Arrest / Violation	34	38	51	30	25	41	36						
Alarm	11	10	23	14	16	8	19						
Priority Call Response Time	5.9	5	5.2	4.1	4.1	5	5						

August 14, 2025

4. Public Forum

- i. Dan Frey highlighted the Lewisville Historical Society; and commended the digitization of records.
- ii. Matt Sin spoke to civic engagement; legislative bills; and local authority.
- iii. Fred Franklin commended staff on financial recognitions.

5. Public Hearing

- A. Ordinance 2025-021 Amend Unified Development Ordinance (UDO) Amendment (rewrite) – Town Planning Director Lynn Cochran provided an overview of the process; and recognized Kimley Horn, Kelly Clever. Mr. Clever made a PowerPoint presentation; identified needed changes; outlined updated UDO sections; highlighted future check-ins; and spoke to the request for Council approval.

Discussion ensued regarding an inherited plan; the first total re-write of the ordinance; a definition cleanup within the ordinance; local authority; the need for resident communication with the General Assembly; and a Comprehensive Plan comparison.

Mayor Horn opened the floor for the Public Hearing.

Speakers in favor of the UDO re-write:
Brady Allen, Kevin Sharpe, and Susan Frey.

Mayor Horn closed the public hearing.

Mayor Pro-Tem Hunt inquired if text amendments would be made as needed, to which, Town Planner Cochran confirmed. Mayor Pro-Tem Hunt moved to approve Ordinance 2025-021. The motion was seconded by Councilmember Huffman and motion passed unanimously. (*Ordinance 2025-021 and PowerPoint Presentation are herein incorporated by reference into the minutes.*)

- B. Ordinance 2025-022 – Annexation of 5394 Williams Road into the Corporate Town Limits - Town Planning Director Cochran made a PowerPoint Presentation; explained state statutes in regards to annexations; and outlined the voluntary annexation request as PIN 5855-44-9745 at 5394 Williams Road.

Discussion took place regarding rezoning districts regulations with approved annexations; and protection of water sheds.

Mayor Horn opened the public hearing.

Speakers in Favor of the annexation and rezoning:
Josh Shores stated he was the property owner; outlined the request to annex; and requested Council to approve the annexation request.
Steve Thompson of McWilliams Distillery voiced support of the item.
John Thomas explained a previous business relationship with West Bend; and requested Council support of the item.
Fred Franklin spoke to the history of voluntary annexations.

Speakers in Opposition of the annexation and rezoning:
The following speakers voiced opposition to the request; concerns regarding safety and fatalities; venue locations; liquor by the drink; a loss of community character; bicyclist and

pedestrian safety; loud music; traffic violations; town development; and shared a signed petition with Council. Linda Beerman, Carlynn Hinchliffe, Matt Hinchliffe, Carl Cooper, Gray Wilson, Corey Pendergrass, Amanda Fitzgerald, Christie Ponjican, Martha Wishon, Brenda Smith, Hugh McBride and Becky Holt.

Written comments were provided by Brenda Smith and Karen Wilson. Comments were emails to Town Council on August 15, 2025 by Town Clerk Angie Lord.

Mayor Horn closed the public hearing; and declared a recess at 8:04 PM.

Council reconvened at 8:14 PM with all members of Council present except for Councilmember Long.

Forsyth County Sheriff's Office Sergeant PJ Stringer provided crime data analyzes for the one-mile radius of the requested annexation property.

Council discussions took place regarding law enforcements; motor vehicle accidents; noise ordinance clarification; enforcement by the State Highway Patrol; petitioner signatures; roof top development; road growth; property being subject to town ordinances; and small-town character. Council inquired about events at West Bend to which Mr. Shores offer clarification. Discussions continued regarding private event requirements; parking and security measures; state plans for adjacent property; staff certifications; and potential legal actions.

Planning Director Cochran explained the item had been approved by the Planning Board unanimously; and stated there were no speakers at the Planning Board public hearing.

Councilmember Welch called the question at 9:02 PM.

Mayor Horn stated for the record that Councilmember Long had been excused from the meeting.

Councilmember Huffman moved to approve Ordinance 2025-022. The motion was seconded by Councilmember Lawson and motion passed unanimously. *(Ordinance 2025-022 and PowerPoint Presentation are herein incorporated by reference into the minutes.)*

- C. Ordinance 2025-023 – Rezoning L113 – 5394 Williams– Town Planning Director Cochran made a PowerPoint Presentation; provided maps; and explained Yadkin River conservation limitations. Discussion ensued regarding a general land use and non-conditional request; future improvement processes; and enforcement of laws.

Being no speakers to the item, Mayor Horn closed the public hearing.

Councilmember Lawson moved to approve Ordinance 2025-023. The motion was seconded by Councilmember Sadler and motion was approved unanimously *(Ordinance 2025-023 and PowerPoint Presentation are herein incorporated by reference into the minutes.)*

6. New Business

- A. Resolution 2025-029 – Adoption of the 2025 Northern Piedmont Regional Hazard Mitigation Plan – Town Manager Stacy Tolbert referenced the 2020 adopted resolution; explained the regulations to update every 5 years with the State Emergency Management Office; the adoption of the plan across the northern piedmont region; and stated the final adopted plan by the state would be available at Town Hall. Councilmember Huffman moved to approve Resolution 2025-

029. The motion was seconded by Mayor Pro-Tem Hunt and motion passed unanimously.
(Resolution 2025-029 is herein incorporated by reference into the minutes.)

- B. Ordinance 2025-024 Ordinance to Amend Town Code Chapter 16 – Establish Rules for the Mayor Mike Hon Amphitheater – Town Manager Tolbert shared with Council the opening of the Mayor Mike Horn Amphitheater for rentals located at the Jack Warren Park; spoke to the need to establish rules for the Town Code which reflect those at the Jack Warren Park and Shallowford Square pavilions. Councilmember Lawson made a motion to adopt Ordinance 2025-024. The motion was seconded by Councilmember Welch and passed unanimously.
(Ordinance 2025-024 is herein incorporated by reference into the minutes.)
- C. Resolution 2025-030 – Facility Use Exemption – Lewisville United Methodist Church Preschool – Town Clerk Lord outlined the exemption request by Lewisville United Methodist Church (LUMC) Preschool for December 9, 2025 from 4pm – 9pm for a staff Christmas party; and stated a previous request had been approved by Council in 2024. Councilmember Welch moved to approve Resolution 2025-030. The motion was seconded by Councilmember Huffman and passed unanimously. *(Resolution 2025-030 and facility use exemption request are herein incorporated by reference into the minutes.)*

7. Administrative Reports

- A. Upcoming events and closings
- A. Rev On – The Foreigner Experience – August 16
 - B. State of the Town – August 28
 - C. Town Offices Closed – September 1
 - D. Landslide – A tribute to Fleetwood Mac – September 6

Town Manager Tolbert shared information regarding programming at the Mary Alice Warren Community Center; and welcomed the public to visit the town website for additional information.

8. For the Good of the Order

- A. Public comments – the following speakers highlighted the upcoming election; and the Lewisville Civic Club recognition.
- i. John Thomas
 - ii. Billy Carter
 - iii. Joyce Walker
 - iv. Tripp Gallup
 - v. Steve Thompson
- B. Council comments
- i. Councilmember Huffman read a statement regarding the availability of Narcan in Lewisville. *(Statement is herein incorporated by reference into the minutes.)*
 - ii. Mayor Horn commended staff for a smooth meeting.

- 9. Adjournment** – Councilmember Sadler moved to adjourn the meeting at 9:37 PM. The motion was seconded by Councilmember Welch and motion passed unanimously.

ATTEST:

Mike Horn, Mayor

Angela Lord, Town Clerk

August 14, 2025

**Nomination Form
for
I'm One of the Reasons Lewisville is A Great Place to Live**

Purpose of the Award

The "I'm One of the Reasons Lewisville is A Great Place to Live" award is presented to selected individuals who are making Lewisville a great place to live. An individual may be nominated for any reason as long as it can be clearly demonstrated that their activities or other contributions have improved the quality of life for residents or in the town in general.

Nominations should be submitted to staff who will validate the nominee's information and present the information to Council at its next scheduled briefing. If selected to receive the award, the nominee and their nominator will be recognized at a regularly scheduled meeting of the Lewisville Town Council or other official town meeting or event.

Nomination Information (This form may be updated on-line.)

Date: 07/24/25

Nominator Information

Name of Nominator: Mike Horn

Contact telephone number: 336-414-4497

Contact email: mayor@lewisvillenc.net

Nominee Information

Name of Nominee: Bessie Stogias / Liberty Restaurant

Address of Nominee: 7970 Concord Church Road
Lewisville, NC 27023

Telephone Number of Nominee: 336-945-4409

Contact email: _____

Reason for the Nomination: Liberty Restaurant is a landmark in Lewisville and has been a
local institution and community gathering place for 40 years. Opened by Gus Stogias
in 1986 it is now owned and operated by Gus's daughter Bessie. It would have been
to close the restaurant after Gus's death, but his daughter Bessie stepped in and has
kept the Liberty a vital part of our community for the last 13 years.

Form may be returned via email to: townclerk@lewisvillenc.net or mailed to: Town Clerk, PO Box 547, Lewisville, NC 27023.

FOR OFFICE USE BELOW:

Date received: _____ Presented to Council: _____ Approval Date: _____



STAFF REPORT

ITEM:	1. RESOLUTION 2025-032 CONSTRUCTION CONTRACT
	2. RESOLUTION 2025-033 CEI SERVICES CONTRACT
SUBJECT:	MARBLEHEAD DAM REPAIRS CONSTRUCTION CONTRACT
PREPARED BY:	STACY TOLBERT, TOWN MANAGER
DATE SUBMITTED:	SEPTEMBER 4, 2025

BACKGROUND/SUMMARY:

Before Council is two contracts associated with the Lake Marblehead Dam repairs project located within the Willow Run Municipal Service District.

1. The first contract is with Largent Land Management, LLC. An informal bid process was followed to secure the contractor. The is the second lowest bid received due to the first bid being rejected and considered unresponsive.
2. The second contract is with Grimes Engineering, PC for the Construction, Engineering & Inspection services required to oversee the construction project. Request for proposals for engineering services were advertised and

STAFF RECOMMENDATION AND REQUESTED ACTION:

Staff recommends this contract be approved by Council.

FISCAL IMPACT:

1. The proposed contract for construction of the Lake Marblehead Dam Repairs is with Largent Land Management, LLC for the amount of \$269,700 and is within the engineers estimate and budgeted funds for the project.
2. The proposed contract for CEI Services with Grimes Engineering, PC is for the amount not to exceed \$94,500.

ATTACHMENT(S):

Draft Contract Agreements



**RESOLUTION 2025-032 OF THE TOWN OF LEWISVILLE TOWN COUNCIL TO
AWARD CONTRACT FOR MARBLEHEAD DAM REPAIRS**

WHEREAS, plans for this repair project have been submitted to North Carolina (NC) Department of Dam Safety and NC Department of Environmental Quality and have been approved;

WHEREAS, plans conform with the required repair for the concerns about seepage of Lake Marblehead Dam;

WHEREAS, the Town of Lewisville does not employ personnel on its staff with the expertise in the management and repair of dams; and

NOW THEREFORE BE IT RESOLVED BY THE LEWISVILLE TOWN COUNCIL that Largent Land Management, LLC is awarded a contract for the repair of Marblehead Dam in the amount of \$269,700.

BE IT FURTHER RESOLVED by the Lewisville Town Council that the Town Manager is hereby authorized to execute the contract on behalf of the Town of Lewisville.

Adopted this the 11th day of September 2025 by the Lewisville Town Council.

Mike Horn, Mayor

ATTEST:

Angela Lord, Town Clerk



**RESOLUTION 2025-033 OF THE LEWISVILLE TOWN COUNCIL
AUTHORIZING CONSTRUCTION, ENGINEERING, AND INSPECTION (CEI) SERVICES CONTRACT
FOR THE MARBLEHEAD DAM REPAIRS PROJECT**

WHEREAS, the project for the Marblehead Dam repairs are located within the Willow Run Municipal Service District;

WHEREAS, the Town is able to proceed with the construction, engineering and inspection (CEI) services for the project;

WHEREAS, a request for proposals for engineering services were advertised;

WHEREAS, the Town has negotiated a CEI (construction, engineering, and inspection) services contract with Grimes Engineering, PC for a contract price not to exceed \$94,500.

BE IT RESOLVED BY THE LEWISVILLE TOWN COUNCIL that the Town of Lewisville enter into a contract with Grimes Engineering, PC for CEI services associated with the Marblehead Dam repair project and the Town Manager is authorized to sign said contract with Grimes Engineering not to exceed \$94,500.

Adopted this the 11th day of September 2025 by the Lewisville Town Council.

ATTEST:

Mike Horn, Mayor

Angela Lord, Town Clerk



**RESOLUTION 2025-034 OF THE TOWN OF LEWISVILLE
CALL PUBLIC HEARING FOR AN ANNEXATION AGREEMENT**

WHEREAS, the Town of Clemmons desires to have an annexation agreement with the Town of Lewisville;

WHEREAS, Chapter 160A, Article 4A, Part 6 of the North Carolina Statutes permits municipalities to enter into annexation agreements provided adequate public notice is provided;

WHEREAS, General Statute 160A.58.24(c) and 160A-31(c) requires that a notice of the public hearing be published once in a newspaper having general circulation in the municipality at least 10 days prior to the date of the public hearing;

WHEREAS, in coordination with the Town of Clemmons the Lewisville public hearing should be conducted October 9, 2025; and

NOW THEREFORE BE IT RESOLVED BY THE LEWISVILLE TOWN COUNCIL sets a public hearing to be conducted at 6:00 PM in the Lewisville Town Hall Council Chamber on Thursday, October 9, 2025 for the purpose of receiving public comment concerning a proposed annexation agreement with the Town of Clemmons.

Adopted this the 4th day of August 2025 by the Lewisville Town Council.

Mike Horn, Mayor

ATTEST:

Angela Lord, Town Clerk