

Lewisville Town Council
Briefing and Action Meeting Agenda
January 4, 2024 – 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. Presentation & Update**
 - A. Jack Warren Park Improvements (PARTF)

- 3. Items Requiring Council Direction**
 - A. I'm One of the Reasons Lewisville is a Great Place to Live nomination ([Attachment #1](#))
 - B. Updates to Personnel Policy

- 4. Items Requiring Action at Briefing**
 - A. Resolution 2024-002 – Directing Clerk to investigate annexation petition – Shallowford Road Driving Range ([Attachment #2](#))
 - B. Resolution 2024-005 – Opposing Billboards on HWY 421 ([Attachment #3](#))

- 5. Old Business**

- 6. Administrative Reports**
 - A. Manager
 - i. Capital Improvement Plan (CIP) update
 - B. Clerk
 - i. Christmas Tree collection – January 8
 - ii. E-Cycle – January 13, Shallowford Square
 - iii. CPR Class – January 19, 1-5 PM, MAWCC
 - iv. Family Game Night by Lewisville-Clemmons Chamber of Commerce – January 27, MAWCC
 - v. Local Government Day by Leadership Lewisville-Clemmons – February 1, Town Hall
 - vi. Lewisville: The Town I Love art exhibit reception – February 9, 4:30-6:30 PM, MAWCC
 - vii. Council Retreat – February 16-17, MAWCC
 - viii. Essentials of Municipal Government – February 22-23, UNC SOG
 - ix. Board and committee appointments will be made in March.
 - x. NCLM Risk Management Spring Tour – March 28, MAWCC
 - xi. CityVision – April 23-25 – Benton Convention Center, Winston-Salem
 - C. Community Center Operations Manager
 - i. Quarterly report ([Attachment #4](#))

- 7. Tentative Agenda Items for Regular Meeting on January 11, 2024**
 - A. Consent Agenda
 - i. Resolution 2024-001 – Financial statements for five months ended November 30, 2023 – ([Attachment #5](#))
 - ii. Approval of Regular Meeting Minutes – December 14, 2023 ([Attachment #6](#))

- B. Introductions, Recognitions, Presentations and/or Proclamations
 - i. Presentations
 - a. Introduction of Officer Lucas Manning
 - b. Sheriff's Office Monthly report
- C. New Business
 - i. Certificate of Sufficiency - Annexation request – Shallowford Road Driving Range
 - ii. Resolution 2024-003 – Setting public hearing for rezoning request – Shallowford Road Driving Range ([Attachment #7](#))
 - iii. Resolution 2024-004 – Setting public hearing for annexation request – Shallowford Road Driving Range ([Attachment #8](#))
 - iv. Resolution 2024-006 – Solid Waste/Recycling Services Contract
 - v. Resolution 2024-007 – Lewisville-Vienna Road Multi-Use Path Engineering Services Contract

8. For the Good of the Order

9. Closed Session per NCGS – 143-318.11(a)3 to consult with the Town Attorney

10. Adjournment

**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: Nov. 6, 2023**Nominator Information**Name of Nominator: Jane WelchContact telephone number: 336-978-7382Contact email: jane Welch 675@yahoo.com**Nominee Information**Name of Nominee: Judi BurkhardtAddress of Nominee: 900 Ridge Gate Dr.
Lewisville, N.C. 27023Telephone Number of Nominee: 336-946-0689 / 336-407-4388Contact email: biburkhardt@gmail.com

Reason for the Nomination: _____

Judi contacted me asking if C.P.R. classes could be offered in Lewisville
She is how one citizen can spark an idea that will benefit so many

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: _____



**RESOLUTION 2024-002 OF THE LEWISVILLE TOWN COUNCIL
DIRECTING THE CLERK TO INVESTIGATE AN ANNEXATION PETITION RECEIVED UNDER NCGS 160A-58
SHALLOWFORD ROAD DRIVING RANGE**

WHEREAS, a petition requesting annexation of an area described in said petition was received on January 4, 2024 by the Lewisville Town Council; and,

WHEREAS, NCGS 160A-58 provides that sufficiency of the petition shall be investigated by the Town Clerk before further annexation proceedings may take place; and,

WHEREAS, the Town Council of the Town of Lewisville deems it advisable to proceed in response to this request for annexation.

NOW, THEREFORE BE IT RESOLVED, by the Lewisville Town Council that the Town Clerk is hereby directed to investigate the sufficiency of the above described petition and to certify as soon as possible to the Lewisville Town Council the result of her investigation.

Adopted and effective this the 4th day of January 2024 by the Lewisville Town Council.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk

Petitioners must be the property owners of the requested property to be annexed. If the property is jointly owned, all joint owners must separately sign the petition. Each signature must be notarized. Use additional copies of Page 2 if necessary.

PROPERTY BLOCK/LOT or PIN #	PROPERTY ADDRESS	OWNER'S NAME (PLEASE PRINT)	OWNER'S SIGNATURE	MAILING ADDRESS	TELEPHONE # (INCLUDE AREA CODE)	NUMBER OF PEOPLE LIVING AT RESIDENCE TO BE ANNEXED
5865-99-6697	7825 Shallowford Rd	Marty L Myers	<i>Marty L Myers</i>	2128 Poms Ridge Lane	336-7	0
5865-98-5993	0 Shallowford Rd	Marty L Myers	<i>Marty L Myers</i>	East Bend N.C. 27618	336 409-9282	0

Notarial Acknowledgments:

State: NC
Forsyth County
 I, Ethan R Dix, a Notary Public for Forsyth County, do hereby certify that Marty L Myers

personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the 15th Day of DEC, 2023.

(Official Seal) Ethan R Dix
 (Notary Public)

My commission expires 9/1, 2023.

State: NC
Forsyth County
 I, Ethan R Dix, a Notary Public for Forsyth County, do hereby certify that Marty L Myers

personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the 15th Day of DEC, 2023.

(Official Seal) Ethan R Dix
 (Notary Public)

My commission expires 9/1, 2023.

State: _____
 _____ County
 I, _____, a Notary Public for _____ County, do hereby certify that _____

personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the _____ Day of _____, 20____.

(Official Seal) _____
 (Notary Public)

My commission expires _____, 20____.



Petitioners must be the property owners of the requested property to be annexed. If the property is jointly owned, all joint owners must separately sign the petition. Each signature must be notarized. Use additional copies of Page 2 if necessary.

PROPERTY BLOCK/LOT or PIN #	PROPERTY ADDRESS	OWNER'S NAME (PLEASE PRINT)	OWNER'S SIGNATURE	MAILING ADDRESS	TELEPHONE # (INCLUDE AREA CODE)	NUMBER OF PEOPLE LIVING AT RESIDENCE TO BE ANNEXED
5865-99-6677	7825 Shallowford Rd	Donna C Myers	<i>Donna C Myers</i>	2828 BM's Ridge Ln	336 4071011	0
5865-98-5943	6 Shallowford Rd	Donna C Myers	<i>Donna C Myers</i>	East Bend NC 27018	336 4071011	0

Notarial Acknowledgments:

State: NC
Forsyth County
 I, Ethan R Dix, a Notary Public for Forsyth County, do hereby certify that Donna C Myers

personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the 15 Day of Dec, 2025.

(Official Seal) Ethan R Dix
 (Notary Public)

My commission expires 9/11, 2027.

State: NC
Forsyth County
 I, Ethan R Dix, a Notary Public for Forsyth County, do hereby certify that Donna C Myers

personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the 15th Day of Dec, 2025.

(Official Seal) Ethan R Dix
 (Notary Public)

My commission expires 9/11, 2027.

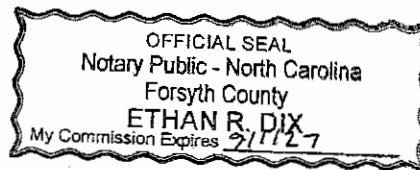
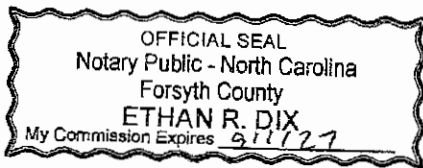
State: _____
 _____ County
 I, _____, a Notary Public for _____ County, do hereby certify that _____

personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the _____ Day of _____, 20____.

(Official Seal) _____
 (Notary Public)

My commission expires _____, 20____.



Planning Department/Review Officer
Final Subdivision Plat Approval

This is to certify that this plat meets the recording requirements of the Unified Development Ordinance Subdivision Regulations for Winston-Salem/Forsyth County.

I, _____, Review Officer of Forsyth County, certify that the map or plat to which this certification is affixed meets all statutory requirements for recording.

Approved _____
Director of Planning/Review Officer
This the _____ Day of _____
Forsyth County, North Carolina

OWNERS ACKNOWLEDGEMENT AND ACCEPTANCE

The undersigned hereby acknowledge that I am (we are) the owners of the property shown and described herein and that I (we) hereby adopt this plan and subdivision with my (our) free consent and upon approval by the City-County Planning Board of Winston-Salem and Forsyth County authorize that this plat be recorded in the office of the Register of Deeds of Forsyth County.

Date signed _____
Date signed _____
Date signed _____

Certificate of Global Positioning Systems Surveys

I, Jason C. Morehead, certify that the site control (grid tie only) shown hereon was established under my supervision from an actual GPS survey made under my supervision and the following information was used to perform the GPS survey:

- 1) Class of survey: Class A
 - 2) Positional accuracy: does not exceed 0.10'
 - 3) Type of GPS field procedure: RTK-Network VRS
 - 4) Date of survey: 12/14/2023
 - 5) Datum/Epoch: NAD 83 (NSRS 2011)
 - 6) Published/Fixed control: NCSS Network VRS
 - 7) Geoid model: GEOID12A
 - 8) Combined grid factor: 0.99998749
 - 9) Units: U.S. Survey Foot
- and that this map was prepared in accordance with the standards and practice for land surveying as outlined by the NC Administration Code Title 21, Chapter 56.1607.
Witness my hand and official seal
this 14TH day of DECEMBER, 2023.

L-4584 Professional Land Surveyor
License No. _____

I, Jason Morehead, Professional Land Surveyor, L-4584, certify to one of the following as indicated thus, or :

- a. That this plat is of a survey that creates a subdivision of land within the area of a county or municipality that has an ordinance that regulates parcels of land;
- b. That this plat is of a Survey that is located in such portion of a county or municipality that is unregulated as to an ordinance that regulates parcels of land;
- c. That this plat is of a survey of an existing parcel of parcels of land; of land;
- d. That this plat is of a survey of another category, such as the recombination of existing parcels, a court-ordered survey or other exception to the definition of subdivision;
- e. That the information available to this surveyor is such that the surveyor is unable to make a determination to the best of my professional ability as to provisions contained in (a) through (d) above.

PRELIMINARY
NOT FOR RECORDATION,
DEEDS, OR BUILDING

Professional Land Surveyor, L-4584

Forsyth County Register of Deeds

Plat Registration

Filed for registration at _____ o'clock _____ m

This the _____ Day of _____

and recorded in Plat Book _____, Page _____

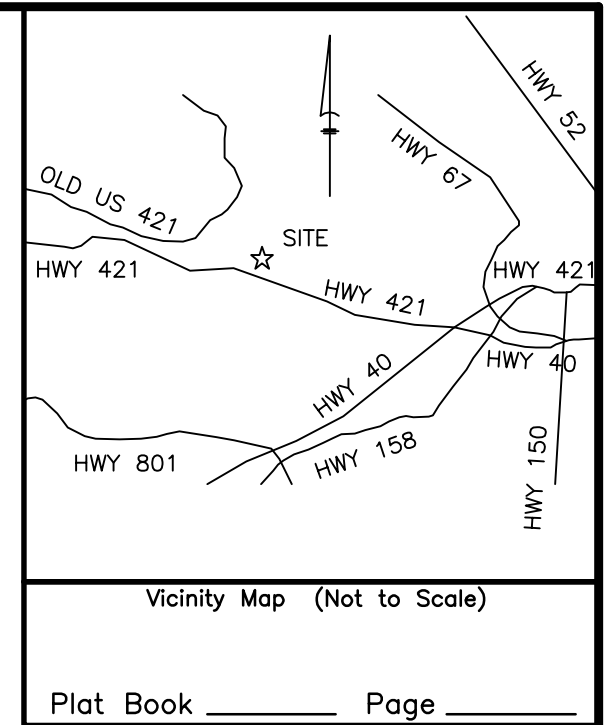
Filing Fee Paid: Lynne Johnson, Register of Deeds

By: _____

Assistant/Deputy
Forsyth County, North Carolina

NOTE:

This property is subject to all easements, right-of-ways, streets and assessments, if any, as the same may appear of record in the office of the Register of Deeds, Clerk of Court, Town or County Tax Office or which may have been acquired by prescriptive use, and were or were not visible at the time of my inspection. This survey is subject to any facts that may be disclosed by a full and accurate title search, NOT furnished as of this date.



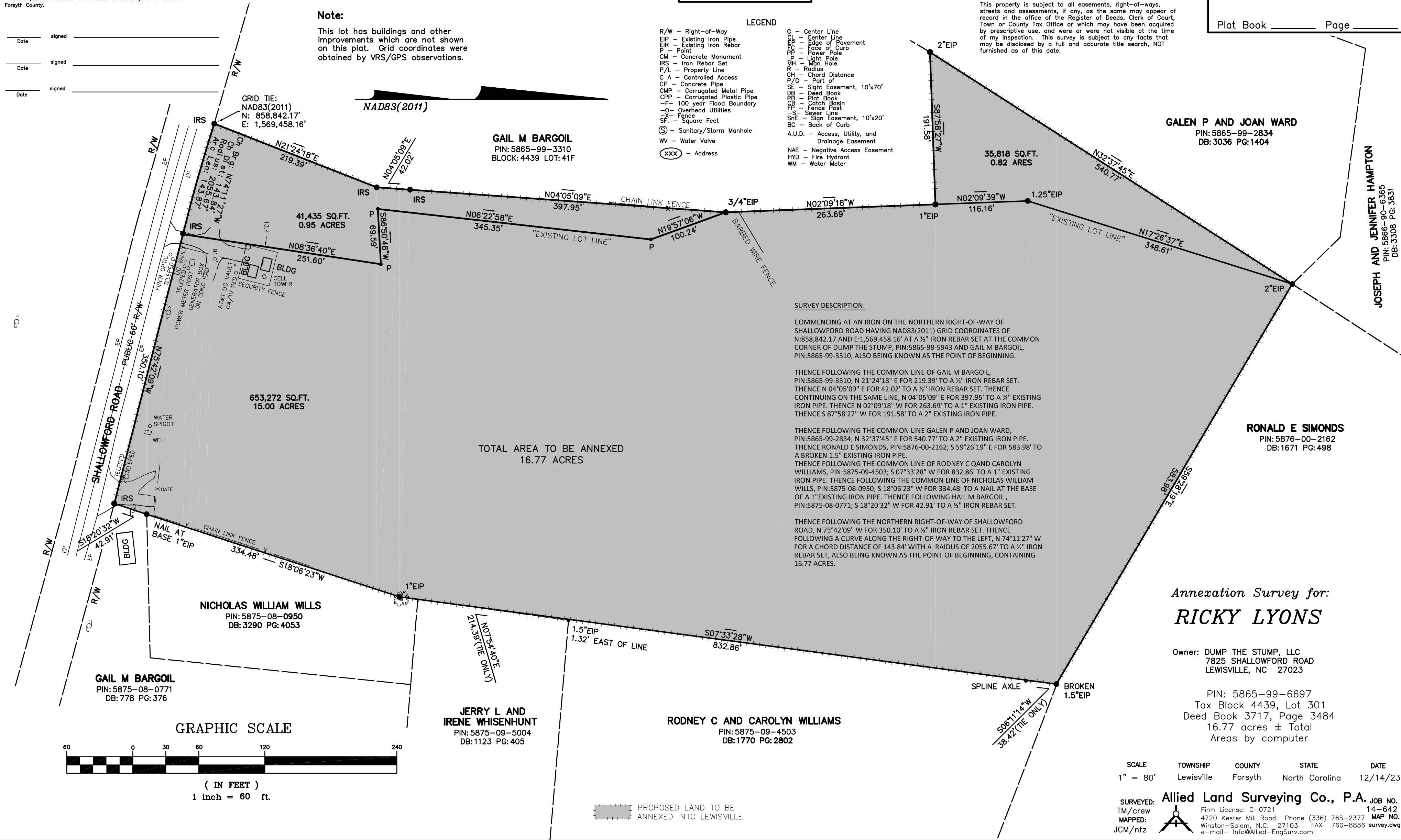
Plat Book _____ Page _____

Note:

This lot has buildings and other improvements which are not shown on this plat. Grid coordinates were obtained by VRS/GPS observations.

LEGEND

- R/W - Right-of-Way
- EIP - Existing Iron Pipe
- EIR - Existing Iron Rebar
- P - Point
- CM - Concrete Monument
- IRS - Iron Rebar Set
- P/L - Property Line
- C/A - Controlled Access
- CP - Concrete Pipe
- CMP - Corrugated Metal Pipe
- CPP - Corrugated Plastic Pipe
- F- 100 year Flood Boundary
- O- Overhead Utilities
- S- Sewer Line
- SqF - Square Feet
- ⊙ - Sanitary/Storm Manhole
- WV - Water Valve
- W - Water
- XXX - Address
- CL - Center Line
- CLs - Center Line
- EP - Edge of Pavement
- FC - Face of Curb
- FP - Face of Pavement
- LP - Light Pole
- MH - Man Hole
- R - Radius
- CH - Chord Distance
- P/O - Part of
- SE - Sight Easement, 10'x70'
- DB - Deed Book
- PB - Plat Book
- CB - Catch Basin
- FP - Fence Post
- S- Sewer Line
- S/E - Sign Easement, 10'x20'
- BC - Back of Curb
- A.U.D. - Access, Utility, and Drainage Easement
- NAE - Negative Access Easement
- HYD - Fire Hydrant
- WM - Water Meter



SURVEY DESCRIPTION:

COMMENCING AT AN IRON ON THE NORTHERN RIGHT-OF-WAY OF SHALLOWFORD ROAD HAVING NAD83(2011) GRID COORDINATES OF N:858,842.17 AND E:1,569,458.16' AT A 1/2" IRON REBAR SET AT THE COMMON CORNER OF DUMP THE STUMP, PIN:5865-98-5943 AND GAIL M BARGOIL, PIN:5865-99-3310; ALSO BEING KNOWN AS THE POINT OF BEGINNING.

THENCE FOLLOWING THE COMMON LINE OF GAIL M BARGOIL, PIN:5865-99-3310; N 21°24'18"E FOR 219.39' TO A 1/2" IRON REBAR SET. THENCE N 04°05'09" E FOR 42.02' TO A 1/2" IRON REBAR SET. THENCE CONTINUING ON THE SAME LINE, N 04°05'09" E FOR 397.95' TO A 1/2" EXISTING IRON PIPE. THENCE N 02°09'18" W FOR 263.69' TO A 1" EXISTING IRON PIPE. THENCE S 87°58'27" W FOR 191.58' TO A 2" EXISTING IRON PIPE.

THENCE FOLLOWING THE COMMON LINE GALEN P AND JOAN WARD, PIN:5865-99-2834; N 32°37'45" E FOR 540.77' TO A 2" EXISTING IRON PIPE. THENCE RONALD E SIMONDS, PIN:5876-00-2162; S 59°26'19" E FOR 583.98' TO A BROKEN 1.5" EXISTING IRON PIPE. THENCE FOLLOWING THE COMMON LINE OF RODNEY C QAND CAROLYN WILLIAMS, PIN:5875-09-4503; S 07°33'28" W FOR 832.86' TO A 1" EXISTING IRON PIPE. THENCE FOLLOWING THE COMMON LINE OF NICHOLAS WILLIAM WILLS, PIN:5875-08-0950; S 18°06'23" W FOR 334.48' TO A NAIL AT THE BASE OF A 1" EXISTING IRON PIPE. THENCE FOLLOWING HAIL M BARGOIL, PIN:5875-08-0771; S 18°20'32" W FOR 42.91' TO A 1/2" IRON REBAR SET.

THENCE FOLLOWING THE NORTHERN RIGHT-OF-WAY OF SHALLOWFORD ROAD, N 75°42'09" W FOR 350.10' TO A 1/2" IRON REBAR SET. THENCE FOLLOWING A CURVE ALONG THE RIGHT-OF-WAY TO THE LEFT, N 74°11'27" W FOR A CHORD DISTANCE OF 143.84' WITH A RADIUS OF 2055.67' TO A 1/2" IRON REBAR SET, ALSO BEING KNOWN AS THE POINT OF BEGINNING, CONTAINING 16.77 ACRES.

Annexation Survey for:
RICKY LYONS

Owner: DUMP THE STUMP, LLC
7825 SHALLOWFORD ROAD
LEWISVILLE, NC 27023

PIN: 5865-99-6697
Tax Block 4439, Lot 301
Deed Book 3717, Page 3484
16.77 acres ± Total
Areas by computer

SCALE 1" = 80' TOWNSHIP Lewisville COUNTY Forsyth STATE North Carolina DATE 12/14/23

SURVEYED: Allied Land Surveying Co., P.A. JOB NO. 14-642
TM/crew Firm License: C-0721
MAPPED: 4720 Kester Mill Road Phone (336) 765-2377 MAP NO.
JCM/nfz Winston-Salem, N.C. 27103 FAX 760-8886 survey.dwg
e-mail - info@Allied-EngSurv.com

#2023

ALS - 14-642 [7825 Shallowford Road]

COMMENCING AT AN IRON ON THE NORTHERN RIGHT-OF-WAY OF SHALLOWFORD ROAD HAVING NAD83(2011) GRID COORDINATES OF N:858,842.17 AND E:1,569,458.16' AT A ½" IRON REBAR SET AT THE COMMON CORNER OF DUMP THE STUMP, PIN:5865-98-5943 AND GAIL M BARGOIL, PIN:5865-99-3310; ALSO BEING KNOWN AS THE POINT OF BEGINNING. THENCE FOLLOWING THE COMMON LINE OF GAIL M BARGOIL, PIN:5865-99-3310; N 21°24'18" E FOR 219.39' TO A ½" IRON REBAR SET. THENCE N 04°05'09" E FOR 42.02' TO A ½" IRON REBAR SET. THENCE CONTINUING ON THE SAME LINE, N 04°05'09" E FOR 397.95' TO A ¾" EXISTING IRON PIPE. THENCE N 02°09'18" W FOR 263.69' TO A 1" EXISTING IRON PIPE. THENCE S 87°58'27" W FOR 191.58' TO A 2" EXISTING IRON PIPE.

THENCE FOLLOWING THE COMMON LINE GALEN P AND JOAN WARD, PIN:5865-99-2834; N 32°37'45" E FOR 540.77' TO A 2" EXISTING IRON PIPE. THENCE RONALD E SIMONDS, PIN:5876-00-2162; S 59°26'19" E FOR 583.98' TO A BROKEN 1.5" EXISTING IRON PIPE.

THENCE FOLLOWING THE COMMON LINE OF RODNEY C QAND CAROLYN WILLIAMS, PIN:5875-09-4503; S 07°33'28" W FOR 832.86' TO A 1" EXISTING IRON PIPE. THENCE FOLLOWING THE COMMON LINE OF NICHOLAS WILLIAM WILLS, PIN:5875-08-0950; S 18°06'23" W FOR 334.48' TO A NAIL AT THE BASE OF A 1" EXISTING IRON PIPE. THENCE FOLLOWING HAIL M BARGOIL , PIN:5875-08-0771; S 18°20'32" W FOR 42.91' TO A ½" IRON REBAR SET.

THENCE FOLLOWING THE NORTHERN RIGHT-OF-WAY OF SHALLOWFORD ROAD, N 75°42'09" W FOR 350.10' TO A ½" IRON REBAR SET. THENCE FOLLOWING A CURVE ALONG THE RIGHT-OF-WAY TO THE LEFT, N 74°11'27" W FOR A CHORD DISTANCE OF 143.84' WITH A RAIDUS OF 2055.67' TO A ½" IRON REBAR SET, ALSO BEING KNOWN AS THE POINT OF BEGINNING, CONTAINING 16.77 ACRES.



**RESOLUTION 2024-005 OF THE LEWISVILLE TOWN COUNCIL
OPPOSING BILLBOARDS ALONG US HIGHWAY 421**

WHEREAS, the area of US Highway 421 from the Winston-Salem western city limit westward to the Yadkin River is a picturesque area of Forsyth County; and,

WHEREAS, installation of 'billboards' will adversely impact the scenic view of this portion of US Highway 421; and,

WHEREAS, Unified Development Ordinance View Corridor "M" currently exists along US Highway 421 inside the Winton-Salem and Lewisville city limits per Chapter B, Article III, Section 3-2.1(c)(2).

WHEREAS, the Town of Lewisville requested the Forsyth County Board of Commissioners establish this area as a view corridor in 2001.

NOW, THEREFORE BE IT RESOLVED THAT THE LEWISVILLE TOWN COUNCIL requests the City-County Planning Board and the Forsyth County Board of Commissioners to designate US Highway 421 from the Winston-Salem western city limit westward to the Yadkin River as a view corridor and to deny requests for billboards in this area.

Adopted this the 4th day of January 2024 by the Lewisville Town Council.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk

Program	Schedule	Time	Room(s)	Charge	Shallow Ford Grant
3D Paper Christmas Ornaments	December 4	9:30am-11:30am	Magnolia	Free	No
Alcohol Ink for Beginners	November 4	9:00am-12:00pm	Magnolia	\$45	No
American Mahjong	Every Monday	1:00pm-5:00pm	Vienna	Free	No
Beach Glass Christmas Tree	November 15	6:00pm-8:00pm	Magnolia	\$65	No
Cancer Services Education Workshop	November 17	11:30am-1:30pm	Shallow Ford/Lewisville/Vienna	Free	Yes (Cancer Services)
Card Game Group	Every Wednesday (October-December)	1:00pm-4:00pm	Vienna	Free	No
CERT Training	October 6-8	8:00am-5:00pm	Vienna	Free	No
Colored Pencil Class	Every Tuesday in October	6:00pm-9:00pm	Magnolia	\$40 for a 4 class session	No
	Every Wednesday in October	9:30am-12:30pm	Magnolia	\$40 for a 4 class session	No
	Every Tuesday in November	9:30am-12:00pm & 6:00pm-8:00pm	Magnolia	\$50	No
	Every Wednesday November	9:30am-12:00pm	Magnolia	\$50	No
Colored Pencil Open Draw	Tuesday's in December	10:00am-12:00pm	Magnolia	Free	No
Colored Pencil Exporers	November 11 & December 9	1:30pm-3:30pm	Magnolia/Vienna	Free	No
CPR Class	November 3	1:00pm-5:00pm	Shallow Ford/Lewisville	Free	No
Craft with Marlene Kuser	November 7	3:00pm-5:00pm	Magnolia	pay what you can	Yes (WSFC Arts Council)
Family Art Drop-In w/Seann Vincente	4th Saturday of the Month (October-December)	12:00pm-3:00pm	Magnolia	Free	Yes (WSFC Arts Council)
Free Make and Take Ornament Workshop	December 9	10:00am-12:30pm	Magnolia	Free	No
Free Make and Take Lego Ornament Workshop	December 9	2:00pm-3:00pm	Magnolia	Free	No
Jewelry Making Class	November 8 and December 13	9:00am-1:00pm	Magnolia	Free	No
Line Dancing	Every Tuesday (October-December)	5:30pm-7:30pm	Lewisville/Vienna	\$7/class	No
Meditative Movement	Wednesday's (October-December)	10:30am-12:00pm	Vienna	Free	No
Mobility and Flexibility Class for Seniors	Monday's and Wednesday's (October-December)	11:00am-12:00pm	Lewisville	\$15/class or \$90 for the 6 class session	No
Mommy & Me Class					
Music to My Ears	Tuesday's and Thursday's (October-December)	10:00am-11:00am	Lewisville	\$43 for the month	No
Story Time Art	Tuesday's (October-December)	11:15am-12:00pm	Lewisville	\$43 for the month	No
Resin Pour Art Class	October 14	1:00pm-3:00pm	Magnolia	\$79	No
Salem Swing Band Holiday Concert	December 21	7:00pm-9:00pm	Shallow Ford/Lewisville/Vienna	Free	Yes (Salem Swing Band)
Story Time Series	4th Saturday of the Month (October-December)	11:00am-12:00pm	Magnolia	Free	Yes (WSFC Arts Council)
The Actors' Studio	October 9, 16, 23, 30, November 6, & 13	7:00pm-9:00pm	Magnolia	Free	Yes (40+Stage Company)
The Sketchbook Workshop	Every other Wednesday (October-December)	9:00am-12:00pm	Shallow Ford Room	Free	No
Well Beyond Cancer Holiday Event	December 14	6:00pm-7:30pm	Lewisville/Vienna	Free	Yes (Cancer Services)
Wet Felting Class with Wool Fabric	October 2, 23, 30, November 6 & 13	9:30am-12:00pm	Magnolia	Free	No
Write Place, Write Time	October 16, 23, 30, November 6, 13, 20, & 27	10:00am-11:30am	Shallow Ford/Great Wagon	Free	No
Writing Stories for Your Life	2nd Monday of the Month (October-December)	10:00am-12:00pm	Shallow Ford	Private Group through Shepherds Center	No
Yoga Class	Every Tuesday (October-November)	6:30pm-7:30pm	Shallow Ford	\$10/class	No
Zumba Class	Monday's and Wednesday's (July-September)	6:30pm-7:30pm	Lewisville	\$7/class	No

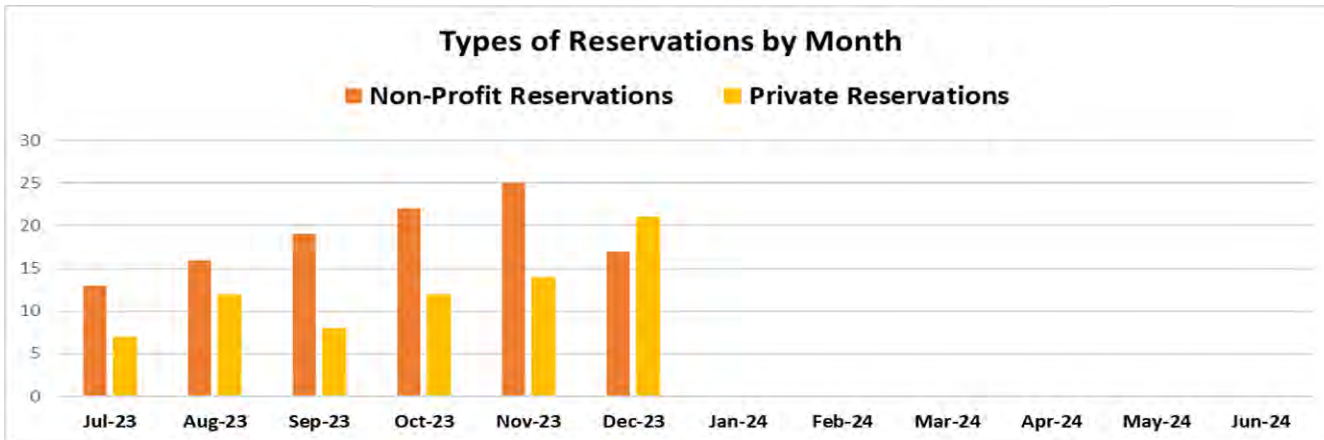
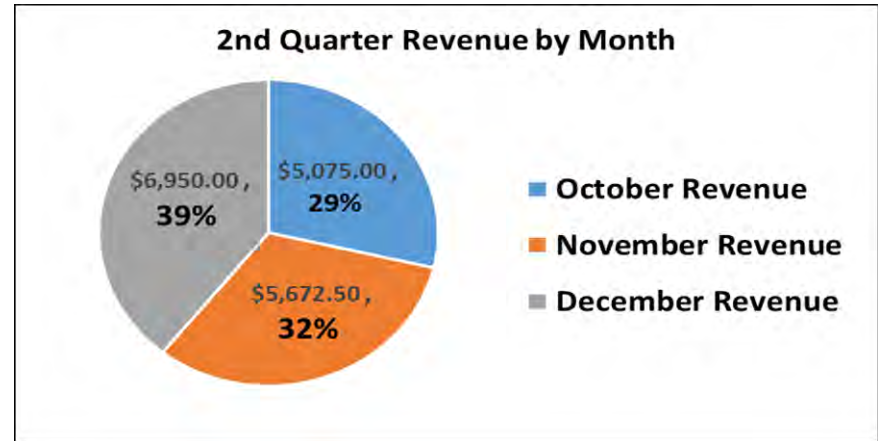
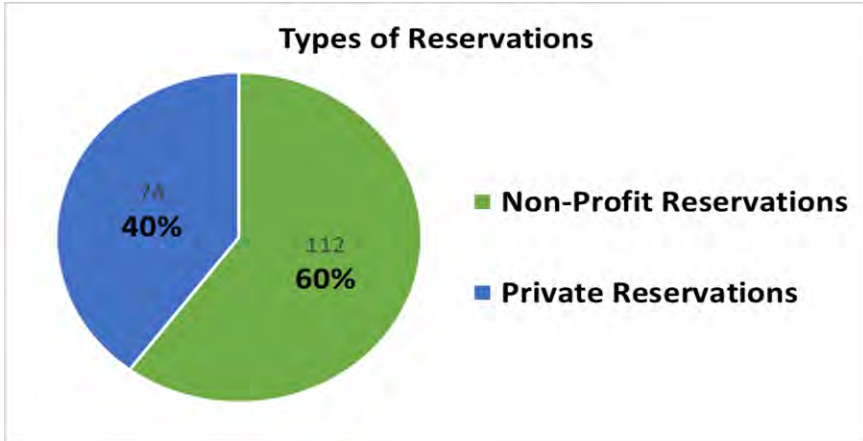
Non-Profit	Type of Event	Date	Time Reserved	Room(s) Reserved	Fee
American Legion Post 522	Monthly Meeting	1st Thursday of the month (October-December)	7:00pm-9:00pm	Lewisville	\$ -
Auxilliary	Monthly Meeting	1st Thursday of the month (October-December)	6:30pm-8:30pm	Shallow Ford & Kitchen	\$ -
Boy Scouts	Weekly Meeting	Every Monday (October-December)	7:00pm-8:30pm	Vienna	\$ -
Forsyth Home Educators	Board Game Group	Every Tuesday (October-December)	2:00pm-4:00pm	Lewisville	\$ -
	Chess Club	1st and 3rd Thursday (October-December)	1:00pm-2:30pm	Lewisville	\$ -
	Workshop	October 16	2:30pm-5:00pm	Shallow Ford	\$ -
	Christmas Party	December 20	3:30pm-5:00pm	Shallow Ford	\$ -
Girl Scouts					
Service Unit 144	Monthly Meeting	October 4 & November 1	5:30pm-7:30pm	Magnolia or Shallow Ford	\$ -
Troop 10231	Bi-Weekly Meeting	Every other Monday (October-December)	6:30pm-7:30pm	Shallow Ford	\$ -
Troop 40052	Bi-Weekly Meeting	Every other Thursday (October-December)	6:30pm-7:30pm	Vienna	\$ -
Troop 40047	Bi-Weekly Meeting	Every other Thursday (October-December)	5:30pm-8:00pm	Magnolia	\$ -
Homeowner Associations					
Avalon	Annual Meeting	October 18	6:00pm-10:00pm	Lewisville	\$ -
Shallowford Lakes	Annual Meeting	October 15	3:00pm-7:00pm	Lewisville	\$ 150.00
Crafton Creek	Annual Meeting	November 15	6:00pm-8:00pm	Lewisville	\$ -
Oak Grove	Annual Meeting	November 15	6:30pm-8:30pm	Vienna	\$ -
Lake at Lissara	Annual Meeting	November 16	7:00pm-9:00pm	Lewisville	\$ -
Brook Forest	Annual Meeting	November 27	6:00pm-8:00pm	Shallow Ford	\$ -
Shamrock Country Estates	Annual Meeting	December 6	6:30pm-8:30pm	Shallow Ford	\$ -
Belle Grove	Annual Meeting	December 14	6:00pm-7:30pm	Shallow Ford	\$ -
Winston-Salem/Forsyth County Planning & Development Services	Forward 2045 Public Meeting	October 25	4:00pm-9:00pm	Shallow Ford, Lewisville, & Vienna	\$ -
Forsyth County Board of Elections	Municipal Election	November 7	6:00am-8:00pm	Shallow Ford & Kitchen	\$ -
Winston-Salem/Forsyth County Schools					
Reagan HS Field Hockey	Banquet	November 8	4:00pm-9:00pm	Shallow Ford, Lewisville, & Kitchen	\$ 187.50
Reagan HS Band	Banquet	November 9	4:00pm-10:00pm	Shallow Ford, Lewisville, Vienna, & Kitchen	\$ 250.00
Deaf/Hard of Hearing	Winter Celebration	December 5	8:00am-2:00pm	Shallow Ford, Lewisville, & Kitchen	\$ 225.00
Lewisville Historical Society	Membership Meeting	November 13 & December 11	5:00pm-9:00pm	Shallow Ford & Kitchen	\$ -
Lewisville Civic Club	Monthly Meeting	November 16	5:30pm-8:30pm	Shallow Ford & Kitchen	\$ -
Shallow Ford Foundation	Open House	December 1	5:00pm-6:30pm	Whole Building	\$ -

Type of Reservation	Date	Time Frame	Room(s) Rented	Revenue	Resident
Birthday Party	October 1, 2023	12:00pm-4:00pm	Vienna	\$ 300.00	No
Safe Harbor Social Security & Medicare Workshop	October 2, 2023	4:30pm-8:30pm	Lewisville	\$ 400.00	No
Church Banquet and Meeting	October 4, 2023	4:00pm-9:00pm	Shallow Ford, Lewisville, & Kitchen	\$ 700.00	Yes
Baby Shower	October 7, 2023	12:00pm-5:00pm	Lewisville	\$ 375.00	Yes
Safe Harbor Social Security & Medicare Workshop	October 9, 2023	4:30pm-8:30pm	Lewisville	\$ 400.00	No
Baby Shower	October 14, 2023	11:00am-5:00pm	Lewisville	\$ 450.00	Yes
Birthday Party	October 14, 2023	12:00pm-6:00pm	Shallow Ford & Kitchen	\$ 375.00	Yes
Bridal Shower	October 15, 2023	1:00pm-5:00pm	Shallow Ford & Kitchen	\$ 375.00	No
Shallowford Lakes HOA Annual Meeting	October 15, 2023	3:00pm-7:00pm	Lewisville	\$ 150.00	NP
Birthday Party	October 22, 2023	12:00pm-4:00pm	Magnolia	\$ 100.00	Yes
Baby Shower	October 28, 2023	12:00pm-4:00pm	Shallow Ford & Kitchen	\$ 375.00	No
Birthday Party	October 28, 2023	4:00pm-8:00pm	Vienna	\$ 300.00	No
Birthday Party	October 29, 2023	1:00pm-5:00pm	Shallow Ford, Lewisville, & Kitchen	\$ 775.00	No
October Revenue				\$ 5,075.00	
Birthday Party	November 4, 2023	12:00pm-4:00pm	Vienna	\$ 300.00	No
Baby Shower	November 4, 2023	12:00pm-5:00pm	Shallow Ford & Kitchen	\$ 325.00	Yes
Surprise 50th Anniversary	November 4, 2023	1:00pm-5:00pm	Lewisville	\$ 300.00	Yes
Baby Shower	November 5, 2023	11:00am-5:00pm	Shallow Ford & Kitchen	\$ 475.00	No
			<i>Extra Cleaning</i>	\$35	
Reagan HS Field Hockey	November 8, 2023	4:00pm-9:00pm	Shallow Ford, Lewisville, & Kitchen	\$ 187.50	NP
Reagan HS Band Banquet	November 9, 2023	4:00pm-10:00pm	Shallow Ford, Lewisville, Vienna, & Kitchen	\$ 250.00	NP
Birthday Party	November 11, 2023	11:00am-3:00pm	Vienna	\$ 200.00	Yes
Family Gathering	November 11, 2023	11:00am-3:00pm	Shallow Ford & Kitchen	\$ 275.00	Yes
Baby Cradle Ceremony	November 11, 2023	3:00pm-10:00pm	Lewisville	\$ 625.00	No
Company Christmas Party	November 12, 2023	4:30pm-8:30pm	Shallow Ford & Kitchen	\$ 275.00	Yes
Thanksgiving Party	November 17, 2023	5:00pm-9:00pm	Shallow Ford & Kitchen	\$ 275.00	Yes
Birthday Party	November 18, 2023	12:00pm-6:00pm	Shallow Ford & Kitchen	\$ 375.00	Yes
Birthday Party	Novmeber 18, 2023	12:00pm-4:00pm	Vienna	\$ 200.00	Yes
Baby Shower	November 19, 2023	1:00pm-6:00pm	Shallow Ford, Lewisville, & Kitchen	\$ 900.00	No
Avalon Homeowners Meeting	November 29, 2023	6:00pm-8:00pm	Shallow Ford	\$ 200.00	Yes
Christmas Party for Staff	November 30, 2023	5:00pm-10:00pm	Lewisville	\$ 475.00	No
November Revenue				\$ 5,672.50	
Birthday Party	December 2, 2023	11:00am-3:00pm	Vienna	\$ 200.00	Yes
Baby Shower	December 2, 2023	1:00pm-5:00pm	Shallow Ford & Kitchen	\$ 275.00	Yes
Birthday Party	December 2, 2023	1:00pm-5:00pm	Lewisville	\$ 300.00	Yes
Birthday Party	December 2, 2023	5:00pm-9:00pm	Vienna	\$ 200.00	Yes
Plexus Event	December 2, 2023	6:00pm-10:00pm	Magnolia	\$ 100.00	Yes
Triad German Club	December 3, 2023	12:30pm-5:30pm	Shallow Ford & Kitchen	\$ 325.00	Yes
Birthday Party	December 3, 2023	1:00pm-5:00pm	Vienna	\$ 200.00	Yes
Bridal Shower	December 3, 2023	1:00pm-5:00pm	Lewisville	\$ 300.00	Yes

WS/FCS Annual DHH Winter Celebration	December 5, 2023	8:00am-2:00pm	Shallow Ford, Lewisville, & Kitchen	\$ 225.00	NP
Get Together	December 9, 2023	1:00pm-5:00pm	Great Wagon	\$ 100.00	Yes
Company Christmas Party	December 9, 2023	4:00pm-8:00pm	Shallow Ford, Lewisville, & Kitchen	\$ 575.00	Yes
Graduation Party	December 9, 2023	5:00pm-10:00pm	Vienna	\$ 250.00	Yes
Baby Shower	December 10, 2023	12:00pm-4:00pm	Magnolia	\$ 100.00	Yes
Christmas Party	December 10, 2023	5:00pm-9:00pm	Lewisville & Vienna	\$ 700.00	No
Set up for Wedding Reception	December 15, 2023	1:00pm-5:00pm	Shallow Ford & Lewisville	\$ 500.00	Yes
Wedding Reception	December 16, 2023	10:00am-6:00pm	Shallow Ford, Lewisville, & Kitchen	\$ 715.00	Yes
Fashion Show	December 16, 2023	1:00pm-5:00pm	Vienna	\$ 160.00	Yes
100th Birthday Party	December 17, 2023	2:00pm-6:00pm	Shallow Ford, Lewisville, & Kitchen	\$ 575.00	Yes
Banquet	December 17, 2023	6:00pm-10:00pm	Vienna	\$ 200.00	Yes
Cast Party	December 18, 2023	5:00pm-9:00pm	Shallow Ford & Kitchen	\$ 275.00	Yes
Birthday Party	December 29, 2023	5:00pm-9:00pm	Shallow Ford & Kitchen	\$ 375.00	No
Christmas Party	December 30, 2023	11:00am-3:00pm	Lewisville	\$ 300.00	Yes
December Revenue				\$ 6,950.00	
2nd Quarter Revenue				\$ 17,697.50	
Fiscal Year Total				\$ 34,585.00	

	Oct-23	Nov-23	Dec-23	Total
Non-Profit Reservations	22	25	17	64
Private Reservations	12	14	21	47
Programs	74	83	49	206
	108	122	87	317

Combined Reservations	111
# of Programs	206





**RESOLUTION 2024-001 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 five months ended November 30, 2023; and

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

NOW, THEREFORE BE IT RESOLVED THAT the Lewisville Town Council accepts the Revenue Statement Summary and the Encumbrances and Expenditure Statement Summary for the five months ended November 30, 2023 and incorporated herein.

Adopted this the 11th day of January 2024 by the Lewisville Town Council.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk

**Town of Lewisville
Financial Budget to Actual Report - General Fund
Five Months Ended November 30, 2023**

General Fund

Revenues	Budget	Revenue Year to Date	Revenue Over (Under) Budget	Percentage Collected
Property Tax Collections	\$ 2,993,220.00	\$ 540,667.42	\$ (2,452,552.58)	18.06%
Sales Tax Revenue	1,272,770.00	328,375.92	(944,394.08)	25.80%
Other Revenues	1,515,280.00	387,675.92	(1,127,604.08)	25.58%
Transfer from ARPA Special Revenue Fund	-	343,578.50	343,578.50	-
Subtotal	5,781,270.00	\$ 1,600,297.76	\$ (4,180,972.24)	27.68%
Appropriation from Fund Balance	1,088,701.10			
Total	\$ 6,869,971.10			

Departments	Budget	Expenditures Year to Date	Encumbrances Year to Date	Unencumbered and Unspent Balance	Percentage of Budget Spent or Encumbered
Governing Body	\$ 363,052.00	\$ 82,419.13	\$ 32,825.25	\$ 247,807.62	31.74%
Administration	955,200.00	353,606.52	26,735.45	574,858.03	39.82%
Finance	292,977.00	125,495.65	-	167,481.35	42.83%
Debt Service	228,800.00	228,800.00	-	-	100.00%
Planning & Zoning	466,340.00	112,945.49	141,811.65	211,582.86	54.63%
Beautification	115,407.00	48,174.85	55,068.17	12,163.98	89.46%
Community Policing	824,750.00	212,509.45	590,932.50	21,308.05	97.42%
Public Safety	15,075.00	1,083.36	-	13,991.64	7.19%
Public Works	557,091.00	173,324.50	38,006.19	345,760.31	37.93%
Streets	302,100.20	172,967.19	-	129,133.01	57.25%
Powell Bill	386,550.00	311,764.51	20,500.00	54,285.49	85.96%
Storm Water	152,642.00	19,844.88	85,102.48	47,694.64	68.75%
Solid Waste	1,077,790.00	317,764.17	-	760,025.83	29.48%
Recycling	9,215.00	154.84	-	9,060.16	1.68%
Parks and Recreation	350,623.00	144,746.08	28,872.63	177,004.29	49.52%
Transfers to Capital Projects Funds	647,358.90	647,358.90	-	-	100.00%
Transfers to Capital Reserves	125,000.00	125,000.00	-	-	100.00%
Total	\$ 6,869,971.10	\$ 3,077,959.52	\$ 1,019,854.32	\$ 2,772,157.26	59.65%

General Fund Balance 7/1/2023	\$ 6,021,921.94
Year-to-Date Increase (Decrease) FY 2023-2024	(1,477,661.76)
General Fund Balance 11/30/2023	<u>\$ 4,544,260.18</u>

Town of Lewisville
Financial Budget to Actual Report - Willow Run Municipal Service District
Five Months Ended November 30, 2023

Willow Run Municipal Service District

Revenues	Budget	Revenue Year to Date	Revenue Over (Under) Budget	Percentage Collected
Revenues	\$ 39,352.00	\$ 9,164.01	\$ (30,187.99)	23.29%
Subtotal	39,352.00	\$ 9,164.01	\$ (30,187.99)	23.29%
Appropriation from Fund Balance	-			
Total	\$ 39,352.00			

	Budget	Expenditures Year to Date	Encumbrances Year to Date	Unencumbered and Unspent Balance	Percentage of Budget Spent or Encumbered
Expenditures	\$ 39,352.00	\$ 2,186.82	\$ 1,800.00	\$ 35,365.18	10.13%
Total	\$ 39,352.00	\$ 2,186.82	\$ 1,800.00	\$ 35,365.18	10.13%

MSD Fund Balance 7/1/2023	\$ 233,234.96
Year-to-Date Increase (Decrease) FY 2023-2024	6,977.19
MSD Fund Balance 11/30/2023	<u><u>\$ 240,212.15</u></u>

**Town of Lewisville
November 30, 2023**

Capital Reserve Funds					
	Fund Balance 7/1/2023	Transfers In	Transfers Out	Investment Earnings	Fund Balance 11/30/2023
GWR ROW/Construction Capital Reserve	\$ 1,090,536.88	\$ -	\$ -	\$ 24,016.82	\$ 1,114,553.70
Sidewalks, Bike Paths, and Greenways Capital Reserve	163,166.47	25,000.00	(188,100.00)	1,280.00	1,346.47
Municipal Buildings/Land Capital Reserve	135,263.38	-	-	2,978.89	138,242.27
Public Works Facility Capital Reserve	855,960.81	-	-	18,850.75	874,811.56
Parks & Recreation Capital Reserve	414,845.38	100,000.00	(459,854.22)	2,726.94	57,718.10
Total	\$ 2,659,772.92	\$ 125,000.00	\$ (647,954.22)	\$ 49,853.40	\$ 2,186,672.10

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 September 30, 2023	(343,578.50)
Investment earnings	131,326.59
American Rescue Plan Act Special Revenue Fund - Cash Balance 10/31/2023	\$ 1,498,448.88

**Town of Lewisville
November 30, 2023**

Capital Projects Funds - Since Inception								
Project	Revenue	Expenditures	Transfers In	Transfers Out	Investment Earnings	Loan Proceeds	Fund Balance 11/30/2023	Budget
GWR ROW/Construction Capital Project	\$ 221,684.95	\$(1,093,360.03)	\$ 1,563,000.00	\$ -	\$ 89,084.77	\$ -	\$ 780,409.69	\$ 1,563,800.00
JWP Maintenance Facility/Playground Expansion Capital Project	-	(35,481.33)	55,000.00	(21,270.78)	1,752.11	-	(0.00)	\$ 55,000.00
Gateway Project Capital Project	1,612,669.03	(2,086,604.47)	1,810,901.90	-	63,274.09	-	1,400,240.55	\$ 4,094,108.90
Community Center Capital Project	100,000.00	(4,789,472.19)	2,947,137.00	-	13,239.72	2,000,000.00	270,904.53	\$ 4,947,137.00
Roundabout at Lewisville-Vienna Road and Robinhood Road Capital Project	256,256.33	(367,443.87)	560,297.00	-	29,522.87	-	478,632.33	\$ 2,801,485.00
Jack Warren Park Improvements	-	(10,570.58)	481,125.00	-	8,583.52	-	479,137.94	\$ 520,645.00
Lewisville-Vienna Multipurpose Path	-	-	353,291.00	-	5,366.02	-	358,657.02	\$ 1,766,453.00
Shallowford Road CMAQ Sidewalk	-	-	262,933.00	-	682.51	-	263,615.51	\$ 1,446,134.00
Total	\$ 2,190,610.31	\$(8,382,932.47)	\$ 8,033,684.90	\$ (21,270.78)	\$ 211,505.61	\$2,000,000.00	\$ 4,031,597.57	\$ 17,194,762.90

Lewisville Town Council
Regular Meeting Minutes
December 14, 2023 – 7:00 PM
Lewisville Town Hall Council Chambers
6510 Shallowford Road

1. Call to Order:

- A. Mayor Horn opened the meeting at 7:00 PM. In attendance were Mayor Mike Horn, Mayor Pro Tem Jeanne Marie Foster, and Council Members Fred Franklin, Melissa Hunt, Ken Sadler, David Smitherman, and Jane Welch. Also attending were Town Manager James Ayers, Town Clerk Dora Moore, Finance Director Pam Orrell, Public Works Director Jon Hanna, Communications Specialist Veronica Leasure, and Town Attorney Elliot Fus.

Mayor Horn recognized Olivia Badescu from Romania. Ms. Badescu was with Shirley Simpson who coordinates an exchange student program.

- B. Invocation – Pastor Tom Lee
 C. Pledge of Allegiance – Council Member Fred Franklin
 D. Adoption of Agenda – Council Member Franklin moved to approve the agenda. The motion was seconded by Council Member Smitherman and approved unanimously.

2. Consent Agenda

- A. Resolution 2023-055– Financial statements for four months ended October 31, 2023
 B. Approval of Agenda Briefing Minutes – November 2, 2023
 C. Approval of Regular Meeting Minutes – November 9, 2023

Council Member Hunt moved to approve the consent agenda items. The motion was seconded by Council Member Welch and approved unanimously. *(Resolution 2023-055 is herein incorporated by reference into the minutes.)*

3. Presentations, Introductions and/or Proclamations

A. Presentations

- i. Forsyth County Sheriff's Office – Sergeant Stringer shared current call statistics. Sergeant Stringer stated it has been a pleasure to serve the Council and thanked them for their support. As a safety tip, Sergeant Stringer encouraged residents to secure packages in their vehicles so they cannot be seen.

2023													
TYPE OF INCIDENT	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Total calls for service	872	676	751	758	754	800	734	769	477	675	553		7819
Security Check	570	396	136	446	442	518	388	464	207	338	289		4194
Traffic Arrest / Violation	49	47	51	75	41	35	30	72	26	45	32		503
Alarm	17	23	23	22	15	16	20	7	9	12	20		184
Priority Call Response Time	5.2	3.6	5.2	5.3	5	5.5	5	4.1	6	6	5		55.9
2022													
TYPE OF INCIDENT	JAN	FEB	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Total calls for service	700	532	608	586	492	559	586	612	776	775	801		
Security Check	258	253	275	297	177	245	285	293	517	494	498		
Traffic Arrest / Violation	26	17	61	59	19	25	37	44	55	24	26		
Alarm	15	21	14	22	21	15	23	26	14	17	12		
Priority Call Response Time	6.4	5	5.5	5	5.2	5	5	5.7	5	6	6		

4. **Public Forum** – No comments.

5. **Old Business**

- A. Ordinance 2023-048 – Amending Ordinance 2023-001 – Contribution to Lewisville Community Assistance Program (LCAP) - \$2,000 – Council Member Smitherman moved to approve Ordinance 2023-048. The motion was seconded by Mayor Pro Tem Foster and approved unanimously. *(Ordinance 2023-048 is herein incorporated by reference into the minutes.)*

6. **Comments by Outgoing Council**

Council Member Franklin shared outgoing comments. *(Council Member Franklin's comments are incorporated into the minutes.)*

Council Member Smitherman shared outgoing comments. *(Council Member Smitherman's comments are incorporated into the minutes.)*

Mayor Pro Tem Foster expressed gratitude for those who supported her, fellow Council Members, friends and acquaintances, board and committee members, staff, first responders, Community Policing Officers and others. Whether they agreed or disagreed, everyone has made a difference in her life and she believes she is a better person for it. Mayor Pro Tem Foster stated it has been a great honor and she appreciated the opportunity. She expressed excitement for the UDO update and the development of a strategic plan. She is also delighted with the Town staff and where they will take the Town. Mayor Pro Tem Foster feels she is one person who served a brief time and she is passing the baton.

Mayor Horn inquired if any of the incumbent Council Members would like to speak.

Council Member Hunt stated that she does not have a lot of political experience and the Lewisville Council does not view their positions as political. They are here to collaborate and serve the Town. She stated it was bittersweet to see Council Member Franklin, Council Member Smitherman and Mayor Pro Tem Foster leave and she is grateful for the opportunity to have served with them.

Council Member Welch stated it has been a joy to serve with the outgoing members and she will miss each of them dearly. She thanked them for serving.

Council Member Sadler stated the Council is a community of neighbors and when they think that way, it enables them to work together for the community's best interest with their varying talents. He spoke highly of each individual outgoing member stating they could disagree without being disagreeable. Council Member Sadler went on to express his appreciation to have served with them stating the Town owes them a great debt of gratitude.

Mayor Horn stated it has been a wonderful four years and expressed amazement for what has been accomplished. Mayor Horn also shared comments personalized for each outgoing member. *(Mayor Horn's comments are incorporated into the minutes.)*

7. **Presentation to Outgoing Council** – Mayor Horn presented plaques to Council Member Franklin, Council Member Smitherman and Mayor Pro Tem Foster with a plaque and, again, thanked them for their service to the Town.

8. **Oath of Office** – Administered by 21st Judicial District Court Judge Theodore Kazakos

Mike Horn was administered the oath of office for Mayor. Mr. Horn was assisted by his wife, Fanny Stronach.

Ivan C. Huffman was administered the oath of office for Council Member. Mr. Huffman was assisted by

Melissa Hunt was administered the oath of office for Council Member. Mrs. Hunt was assisted by her spouse, David Hunt and daughter, Savannah Hunt.

William D. (Monte) Long was administered the oath of office for Council Member. Mr. Long was assisted by his wife, Laura Long.

Julia A. (Julie) Puckett was administered the oath of office for Council Member. Mrs. Puckett was assisted by her husband, Kevin Puckett.

Dr. Kenneth M. Sadler was administered the oath of office for Council Member. Dr. Sadler was assisted by his wife, Brenda Latham-Sadler MD.

Jane Welch was administered the oath of office for Council Member. Mrs. Welch was assisted by her husband, John Welch.

9. **Seating of New Council**

10. **New Business**

A. Election of Mayor Pro Tem – Council Member Sadler made a motion to appoint Melissa Hunt as Mayor Pro Tem. The motion was seconded by Council Member Welch and approved unanimously.

i. Oath of Office – Administered by 21st Judicial District Court Judge Theodore Kazakos
Melissa Hunt was administered the oath of office for Mayor Pro Tem. Mrs. Hunt was assisted by her spouse, David Hunt and daughter, Savannah Hunt.

B. Council appointment considerations

i. Winston-Salem/Forsyth County Urban Planning Area Transportation Advisory Committee (TAC)

- a. Primary – Mike Horn
- b. Alternate – Monte Long

ii. Piedmont Triad Regional Council (PTRC) Delegate

- a. Primary – Melissa Hunt
- b. Alternate – Julie Puckett

iii. Special Projects Review Committee

- a. Member 1 – Jane Welch (Chair)
- b. Member 2 – Ivan Huffman
- c. Member 3 – Julie Puckett

- iv. Administrative Committee
 - a. Member 1 – Mike Horn
 - b. Member 2 – Ken Sadler
 - c. Member 3 – Monte Long

Council Member Sadler made a motion to approve the Council appointments as presented by Mayor Horn. The motion was seconded by Council Member Long and approved unanimously.

- C. 2024 Meeting Schedule – The proposed meeting schedule reflects all Council, board and committee meetings to be held at 6 PM for consistency. It was noted that both the Parks & Recreation Advisory Board and Zoning Board of Adjustment would hold meetings as needed. Council Member Huffman made a motion to approve the 2024 Meeting Schedule. The motion was seconded by Council Member Puckett and approved unanimously. *(2024 Meeting Schedule is incorporated into the minutes.)*

11. Administrative Reports

- A. Upcoming events and closings
 - i. December 25-26 – Christmas Holiday – Office closed
 - a. Garbage service will be delayed one day.
 - ii. January 1 – New Year’s Day – Office Closed
 - a. Garbage and recycling service will be delayed one day.
 - iii. Christmas Tree collection – January 8
 - a. Christmas trees must be at the curb by 6 AM and only one pass through Town will be made. All lights must be removed from trees.
- B. Clerk’s Report
 - i. Council Retreat – February 16-17, MAWCC
 - ii. Essentials of Municipal Government – February 22-23, UNC SOG
 - iii. Board and committee appointments will be made in March.

12. For the Good of the Order

- A. Public comments
 - i. Olivia Badescu shared this was a great opportunity to see how American government works.
- B. Council comments
 - i. E-Cycle will be January 13 at Shallowford Square.
 - ii. Mayor Pro Tem Hunt thanked the staff for the recent Christmas movie night at the Mary Alice Warren Community Center. Multiple generations attended and it was a festive evening.
 - iii. Council Member Puckett thanked all who were in attendance and looks forward to serving the community.
 - iv. Council Member Long echoed Council Member Puckett’s comments.
 - v. Council Member Huffman shared appreciation for the former and current Council.
 - vi. Mayor Horn thanked the incumbent Council Members for continuing to serve and welcomed the new Council Members.

13. **Adjournment** – Council Member Sadler moved to adjourn the meeting. The motion was seconded by Council Member Huffman and approved unanimously.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk

DRAFT



**RESOLUTION 2024-003 OF THE TOWN OF LEWISVILLE
SETTING PUBLIC HEARING TO RECEIVE COMMENTS ON
UDO L-107 REZONING REQUEST BY RICHARD LYONS
TO REZONE ANNEXED PROPERTY FROM
RS-40 FORSYTH COUNTY JURISDICTION TO HB-C LEWISVILLE JURISDICTION**

WHEREAS, the Lewisville Planning Board held its public hearing on December 13, 2023; and,

WHEREAS, Chapter 160D-601 of the North Carolina General Statutes (NCGS) provides that the public notices be given when adopting or amending ordinances pertaining to planning and development; and,

WHEREAS, NCGS 160D-601 requires that a notice of a public hearing be published twice in a newspaper having general circulation in the municipality not less than 10 days nor more than 25 days before the date fixed for the public hearing; and,

NOW THEREFORE BE IT RESOLVED BY THE LEWISVILLE TOWN COUNCIL sets a public hearing to be conducted on February 8, 2024 at 7:00 PM in the Lewisville Town Hall located at 6510 Shallowford Road for the purpose of receiving public comment concerning this request.

Adopted this the 11th day of January 2024 by the Lewisville Town Council.

Mike Horn, Mayor

ATTEST:

Dora K. Moore, Town Clerk

CONDITIONAL DISTRICT REZONING STAFF REPORT

Shallowford Rd Driving Range

DOCKET: L-107
STAFF: Adam Barr, Planner
Petitioner: Richard Lyons
Ownership: Dump the Stump, LLC
Applicant: Ricky Lyons

REQUEST:

From: RS-40 (Residential Single Family, minimum lot size of 40,000 sq. ft.) Forsyth County Zoning
To: HB-C (Highway Business – Conditional) Lewisville Zoning
Use(s) Requested: Golf Driving Range
PIN(s): 5865-99-6697 and 5865-98-5943
Acreage: 16.76 ac

LOCATION:

Street(s): Shallowford Rd
Jurisdiction: Town of Lewisville (pending annexation)

PROPERTY SITE/IMMEDIATE AREA:

Existing Structures on Site: The site is currently vacant aside from an existing cell tower.

Adjacent uses:

- * North – Large lot single family residences, zoned RS-40
- * East - Large lot single family residences, zoned RS-40
- * South - Large lot single family residences, zoned RS-40
- * West - Large lot single family residences, zoned RS-40

GENERAL AREA:

Character/Maintenance: The homes in this area are mainly single-family medium to large lots.

PHYSICAL FEATURES:

Topography: The site slopes gently from south to north away from Shallowford Rd.

Vegetation/habitat: The property is predominately wooded and open field.

Watershed: The property is currently within the Yadkin River WS IV watershed.

WATER AND SEWER FACILITIES:

The site is to be served by public water and private septic.

TRANSPORTATION:

Direct Access to Site: Shallowford Rd
Street Classification(s): Shallowford Rd – Major Thoroughfare
Average Daily Traffic Count: Shallowford Rd at 18,000 adt (source: NCDOT AADT 2021)

CONFORMITY TO ORDINANCE/PLANS:

Unified Development Ordinance - The Unified Development Ordinance Golf Driving Range Use Conditions requires minimum dimensions to be met for the driving range itself. The depth of the driving shall be not less than 350 yards, measured from the tees and the breadth not less than 200 yards, measured at 350 yards from the tees. The other requirement is that any lighting shall be oriented away from adjacent residential properties.

Lewisville Tomorrow Comprehensive Plan- The Comprehensive Plan's Future Land Use Map identifies the areas in the town that is closest to the property as Rural Residential. Rural Residential areas include mostly residential land uses and abundant open space. The limited infrastructure (utilities and street), low-density development pattern, and occasional agricultural activities in these areas contribute to their rural character and, for many people, help define Lewisville. While homes may be widely separated with larger lots, cluster developments or conservation-based subdivisions that set aside large areas for permanent open space may be appropriate to minimize environmental impacts and disruption of the landscape.

Legacy Development Guide - Legacy recognizes this area as being in GMA-5 Rural Area. The GMA-5 Rural Area is located at the fringes of Forsyth County and is beyond the area that can be provided with public sewer and other services in a cost-effective manner. This area is intended to remain very low-density residential and agricultural in character. Legacy states GMA-5 includes development goals encouraging subdivisions that conserve open space and not zoning property to more intense districts.

ANALYSIS:

The applicant is requesting for the property to be annexed in to the Town of Lewisville for a Golf Driving Range. The property is currently zoned RS-40 under the Forsyth County zoning districts. Through this process, if approved, the property will be annexed into the Town and rezoned to HB-C under the Town of Lewisville zoning districts. The HB District is primarily intended to accommodate retail service and distributive uses. The district is established to provide locations for establishments which require high visibility and good road access, or which cater primarily to passing motorists. However, the district is not intended to encourage or accommodate strip commercial development. Developments in this district generally have substantial front setbacks. This district is intended for application in GMAs 2, 3 and 4.

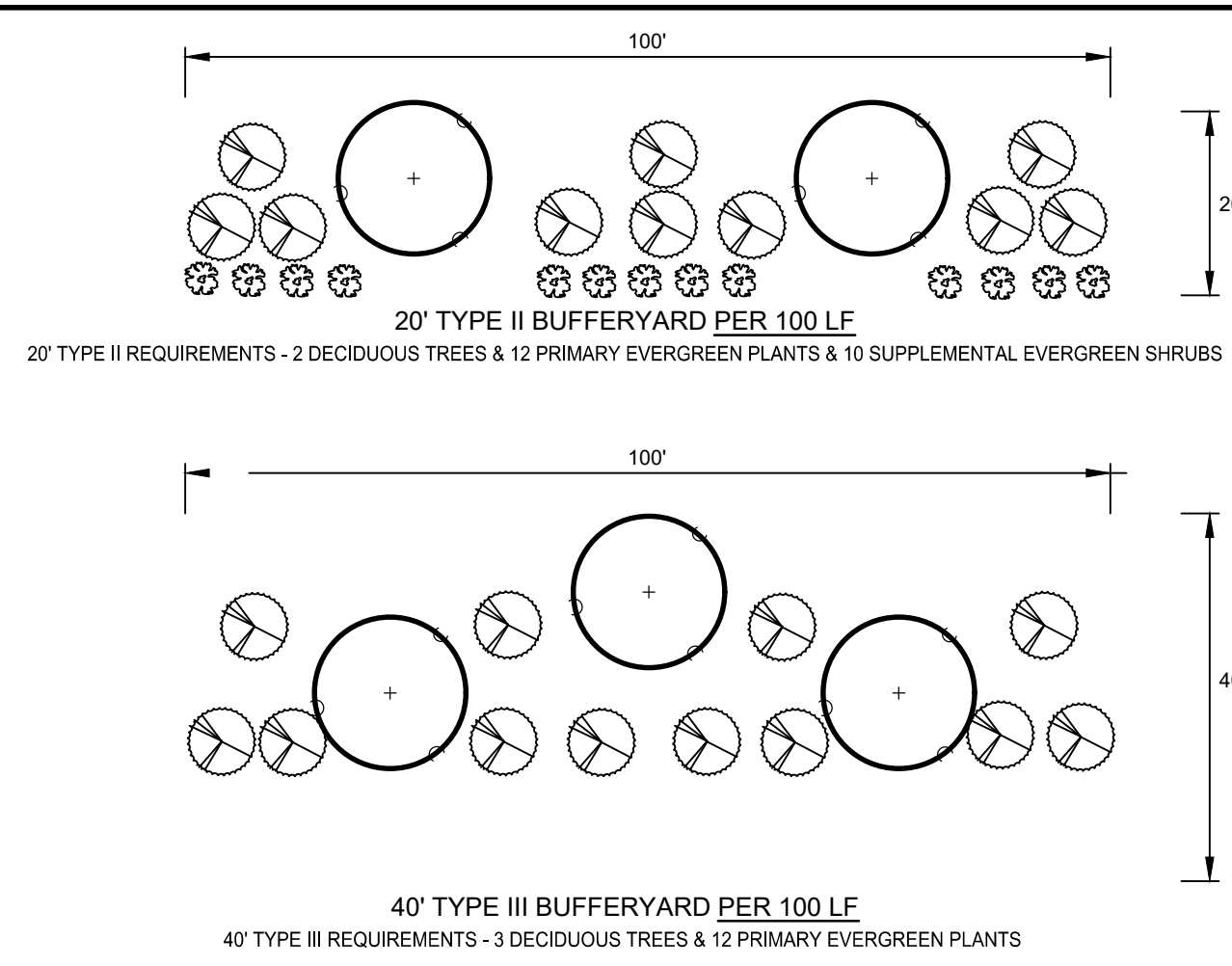
The Town's *Comprehensive Plan* designates the area within which the project lies as rural due to it being located in the Yadkin River Watershed. This area is mainly seen as very low density and agricultural. Although the *Comprehensive Plan* to remain rural, a golf driving range is a low impact commercial use that requires a large acre tract to exist. Those large acre tracts are not generally found in downtown areas where other commercial uses are located.

Town staff is of the opinion that the request is in general conformance with the Town's *Comprehensive Plan and Legacy* for the area. The developer has met the Golf Driving Range requirements and the HB requirements for setbacks and buffering.

RECOMMENDATION:

The project meets the overall requirements of the HB zoning district as well as the Golf Driving Range requirements as stated in Section 2-5.32. Staff recommends the project be approved as long as any conditions placed are met including the staff placed conditions below:

1. All comments from the Technical Review Committee shall be remedied.



TREE SAVE AREA SUMMARY CALCULATIONS

ADDITIONS TO EXISTING DEVELOPMENT:
 TOTAL LIMITS OF LAND DISTURBANCE (IN SQUARE FEET): 87,339 SF
 TOTAL SITE AREA EXCLUDED FROM TSA: SQUARE FEET OF PROPOSED R.O.W.'s 0 + SQUARE FEET OF EXISTING UTILITY EASEMENTS 0 + SQUARE FEET OF EXISTING WATER BODIES AND STORMWATER PONDS 0 = 0 SF

MINIMUM TREE SAVE AREA REQUIRED: 10% 12%

TOTAL REQUIRED TREE SAVE AREA (IN SQUARE FEET): TOTAL LIMITS OF LAND DISTURBANCE 87,339 SF - EXCLUDED AREA 0 SF x MINIMUM TSA (12%) = 10,481 SF

NEW TREES USED FOR TSA CREDIT:
 YES NO

NUMBER OF LARGE VARIETY TREES PLANTED:
 14 x 750 SF = 10,500 SF

TOTAL SQUARE FOOTAGE OF NEW TREES PLANTED TO SATISFY MINIMUM TSA: 10,500 SF

TOTAL REQUIRED TSA (IN SQUARE FEET): 10,481 SF

TOTAL PROVIDED TSA (IN SQUARE FEET): 10,500 SF

BUA CALCULATIONS
 23-041 Shallowford Road Golf Center
 October 30, 2023

	SQ. FT.	ACRE
SITE AREA:	730,066	16.76
EXISTING BUA		
BUILDING:	2,373	0.05
PAVEMENT/GRAVEL:	17,209	0.40
CONCRETE:	6,520	0.15
TOTAL:	26,102	0.60
PERCENT BUA:	3.58%	
EXISTING BUA TO BE REMOVED		
BUILDING:	423	0.01
PAVEMENT:	17,209	0.40
CONCRETE:	4,014	0.09
TOTAL:	4,437	0.10
PROPOSED BUA		
BUILDING:	6,900	0.16
PAVEMENT/GRAVEL:	14,049	0.32
CONCRETE:	1,922	0.04
TOTAL:	22,871	0.53
FINAL BUA		
BUILDING:	8,850	0.20
PAVEMENT:	31,258	0.72
CONCRETE:	4,428	0.10
TOTAL:	44,536	1.02
FINAL PERCENT BUA:	6.10%	

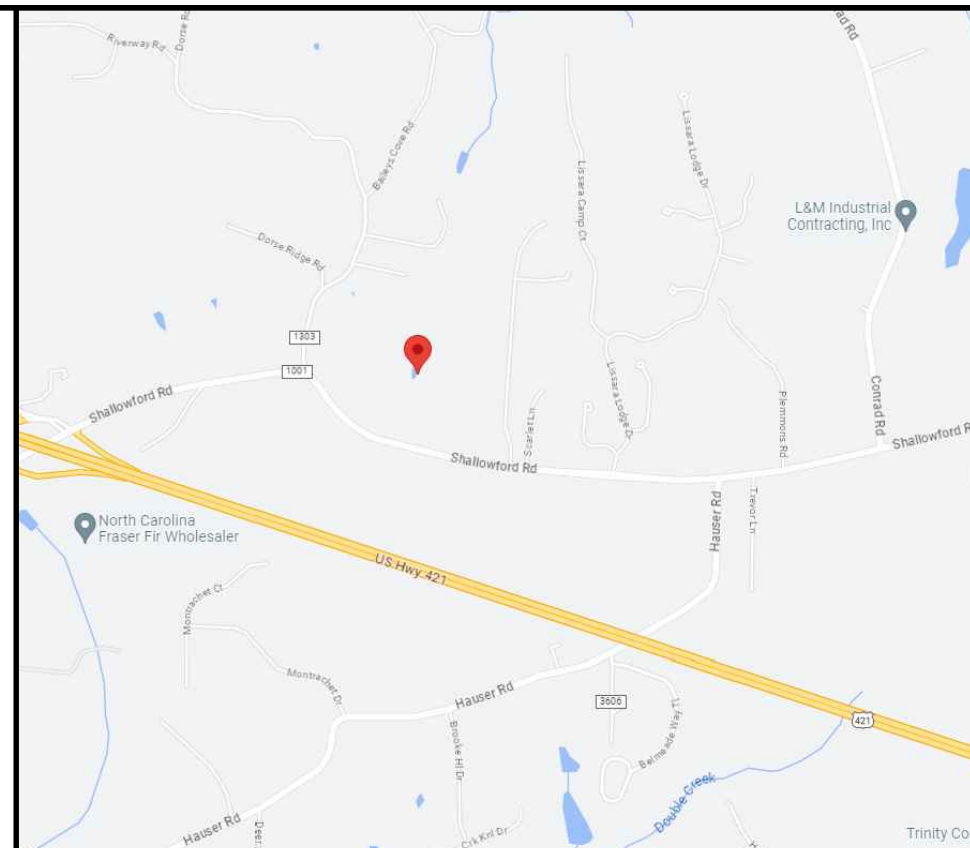
- GENERAL NOTES**
- BOUNDARY, LOCATION AND TOPOGRAPHIC SURVEY INFORMATION WAS PROVIDED FROM FORSYTH COUNTY PLANNIMETRICS. EXISTING CONTOURS ARE SHOWN AT 2' INTERVALS. PROPOSED CONTOURS ARE SHOWN AT 2' INTERVALS.
 - THE CONTRACTOR SHALL BE RESPONSIBLE FOR CONFORMING TO ALL APPLICABLE OSHA REGULATIONS PERTAINING TO CONSTRUCTION ON-SITE.
 - CONTRACTOR SHALL PROVIDE THE NECESSARY SIGNAGE AND FLAGMEN WHEN WORKING WITHIN THE PUBLIC ROAD RIGHT-OF-WAY. UTILIZE TEMPORARY TRAFFIC CONTROL DEVICES TO ENSURE THE SAFETY OF EMPLOYEES AND THE GENERAL PUBLIC.
 - COORDINATE WITH ADJACENT PROPERTY OWNERS FOR ANY WORK REQUIRED OUTSIDE OF PROPERTY BOUNDARY.
 - CONTRACTOR SHALL VERIFY PROPOSED GRADES AND ELEVATIONS IN ADVANCE OF CONSTRUCTION OPERATIONS. NOTIFY ENGINEER OF ANY CONFLICT.
 - OBTAIN ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES PRIOR TO COMMENCEMENT OF ANY WORK.
 - THE CONTRACTOR SHALL BE RESPONSIBLE FOR FIELD VERIFYING ALL ILLUSTRATED UNDERGROUND UTILITIES. THE CONTRACTOR SHALL EXERCISE REASONABLE EFFORTS TO PROTECT ANY UNKNOWN UNDERGROUND UTILITIES. NOTIFY ENGINEER IMMEDIATELY IF ANY ELEMENTS ARE DISCOVERED THAT WOULD NECESSITATE A REVISION TO THE DESIGN.
 - THE CONTRACTOR SHALL CONTACT NORTH CAROLINA ONE CALL CENTER (800) 632-4949 AT LEAST THREE DAYS PRIOR TO CONSTRUCTION.

PROPERTY INFORMATION:
 PARCEL ID NUMBER: 5865-99-6679, 5865-98-5943
 ZONING: RS-40
 ACREAGE: 16.76

PROPERTY OWNER:
 DUMP THE STUMP, LLC
 2828 TOM'S RIDGE LANE
 EAST BEND, NC 27016

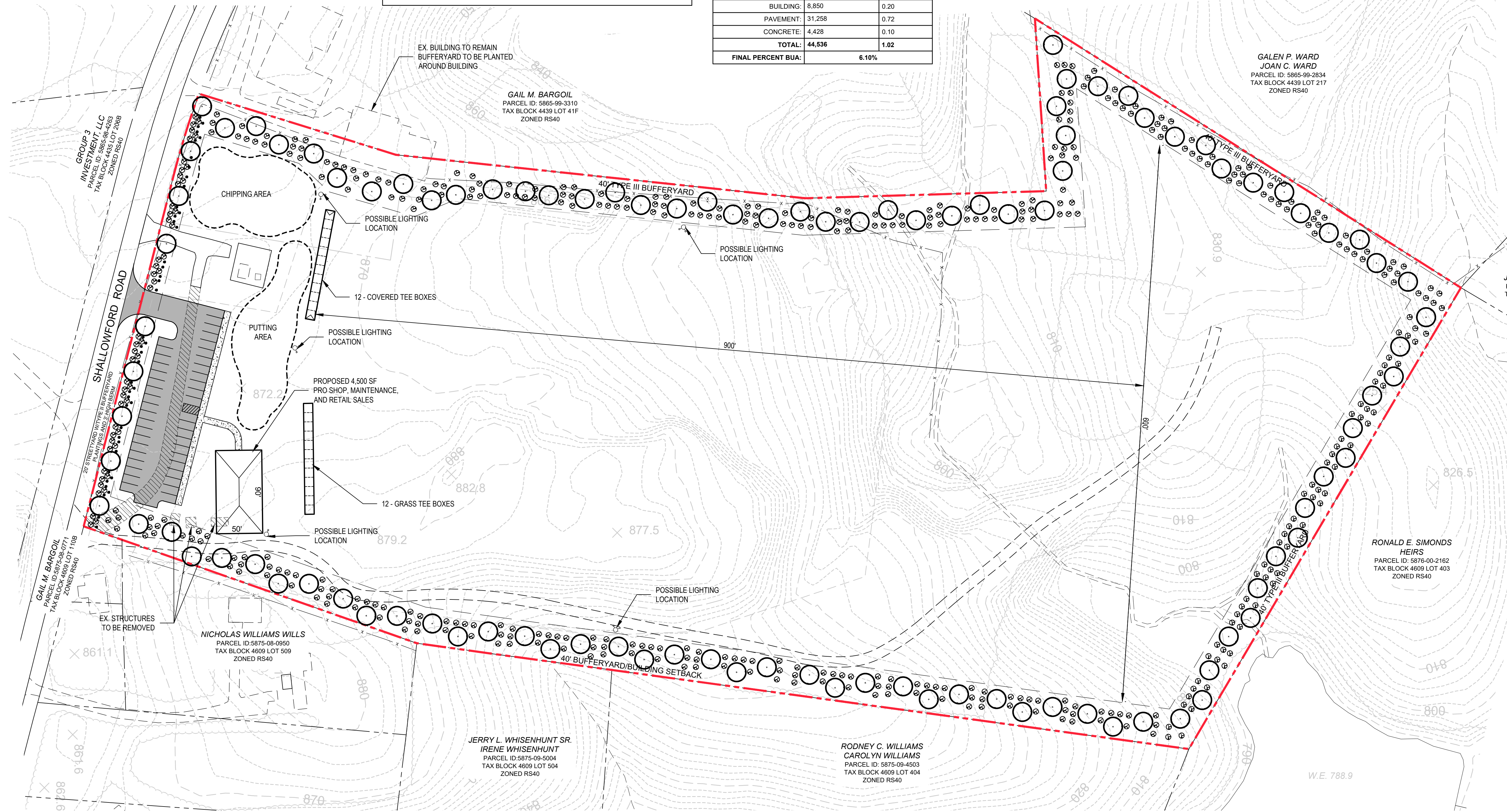
PROPERTY DEVELOPER:
 RICKY LYONS
 ADDRESS
 ADDRESS
 PHONE:
 EMAIL: rickylyons@piga.com

ENGINEER:
 ALLIED DESIGN, INC.
 4720 KESTER MILL ROAD
 WINSTON-SALEM, N.C. 27103
 PHONE: (336) 755-2377
 EMAIL: SCAUSEY@ALLIED-ENGSURV.COM



Allied Design, Inc.
 CIVIL ENGINEERING & LAND SURVEYING
 4720 KESTER MILL ROAD
 WINSTON-SALEM, NORTH CAROLINA 27103
 Phone: (336) 755-2377
 Fax: (336) 755-2377
 http://www.allied-engsurv.com

FIRM LICENSE C-1891



VICINITY MAP
 NOT TO SCALE



PRELIMINARY PLANS
 NOT RELEASED FOR CONSTRUCTION

REVIEW INFORMATION

TYPE OF REVIEW:
 SPECIAL USE REZONING
 TOWN OF LEWISVILLE

JURISDICTION:
 TOWN OF LEWISVILLE

PURPOSE STATEMENT: THE PURPOSE OF THIS PLAN IS FOR OWNER REVIEW OF THE SCHEMATIC SITE PLAN.

PROPERTY INFORMATION

PIN #S: 5865-99-6679, 5865-98-5943

ZONING

EXISTING ZONING: RS40
 PROPOSED ZONING: HB-C

PROPOSED USES:
 GOLF DRIVING RANGE

SITE SIZE AND COVERAGES

TOTAL ACREAGE: 16.76 ACRE(S)

SITE COVERAGES:
 BUILDING TO LAND 1.2 %
 PAVEMENT TO LAND 4.9 %
 OPEN SPACE 93.9 %
 TOTAL 100 %

BUILDING SQUARE FOOTAGE: 4,500 SF
 BUILDING HEIGHT: 7 FT

OFF-STREET PARKING

PROPOSED USE(S): RECREATION SERVICES, GOLF DRIVING RANGE

REQUIRED PARKING:
 1 SPACES/ TEE
 1 X 24 = 24 SPACES
 1 SPACES/ 225 SF
 2,000 SF / 225 = 8.9 = 9 SPACES
 1 SPACES/ # OF EMPLOYEES
 ON LARGEST SHIFT
 1 X 3 = 3 SPACES
 REQUIRED PARKING: 36 SPACES TOTAL
 PARKING PROVIDED: 42 SPACES (INC. 2 HANDICAP SPACES)

BUFFERYARDS

ADJOINING ZONING: RS40
 TYPE REQUIRED: TYPE III
 WIDTH PROVIDED: 40' & 100' FT

BUILDING SETBACKS

FRONT: N/A
 REAR: N/A
 SIDE: N/A
 STREET: N/A

* IF ADJOINING WITH RESIDENTIAL ZONING, 40' BUILDING SETBACK IS REQUIRED.

SHALLOWFORD ROAD
GOLF CENTER
 7825 SHALLOWFORD ROAD
 LEWISVILLE, NC

PROJECT NO.: 23-041
 DRAWN BY: HLK
 CHECKED BY: SMC
 DATE: 08/03/2023

NO.	DATE	DESCRIPTION
A	10/10/2023	ISSUED FOR OWNER REVIEW
B	11/01/2023	ISSUED FOR PLANNING BOARD REVIEW

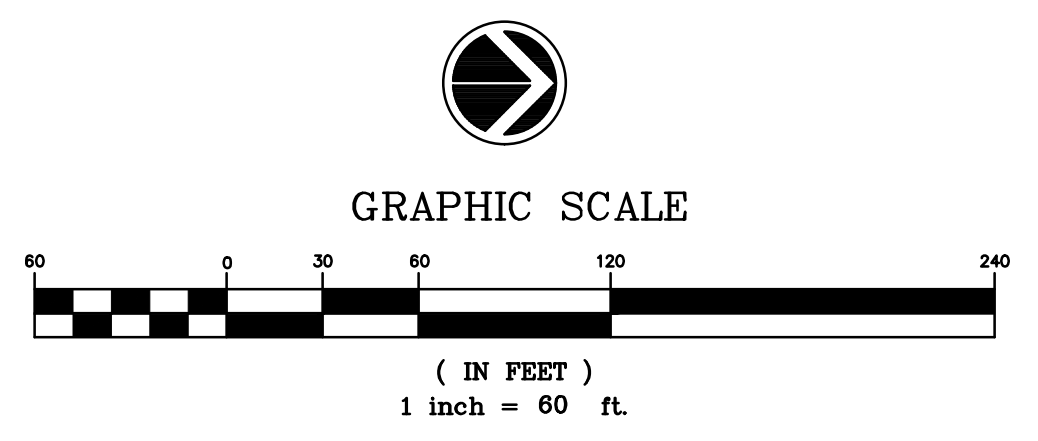
PRELIMINARY
SITE PLAN

SHEET
C1

- NOTES:**
- A FENCE WILL BE DESIGNED AND INSTALLED AT THE FAR END OF THE DRIVING RANGE TO STOP ROLLING GOLF BALLS.
 - SITE LIGHTING AS SHOWN ON THIS PLAN IS CONCEPTUAL. AN ENGINEERED SITE LIGHTING PLAN WILL BE PROVIDED AT TIME OF PERMITTING TO ENSURE THAT LIGHTING IS SHIELDED AND ORIENTED AWAY FROM ADJACENT PROPERTY IN ORDER TO MITIGATE LIGHT TRESPASS AND SKY GLOW.

- MVSA PLANTING REQUIREMENTS:**
- LANDSCAPE ORDINANCE REQUIRES 1 TREE PER 5,000 SF OF ASPHALT OR GRAVEL SURFACE AREA. (35,886 SF/5,000 SF) * 1 = 7.14 = 8 LARGE VARIETY TREES. (8 LARGE VARIETY TREES SHOWN (8 STREETYARD/BUFFERYARD TREES TAKEN AS CREDIT).
 - ALL VARIETIES MAY SUBSTITUTED WITH LANDSCAPE INSPECTOR APPROVAL.

- LEGEND**
- LARGE VARIETY - DECIDUOUS TREE
 - PRIMARY EVERGREEN
 - SUPPLEMENTAL EVERGREEN
 - LIGHTING



L-107 Shallowford Rd Driving Range REZ

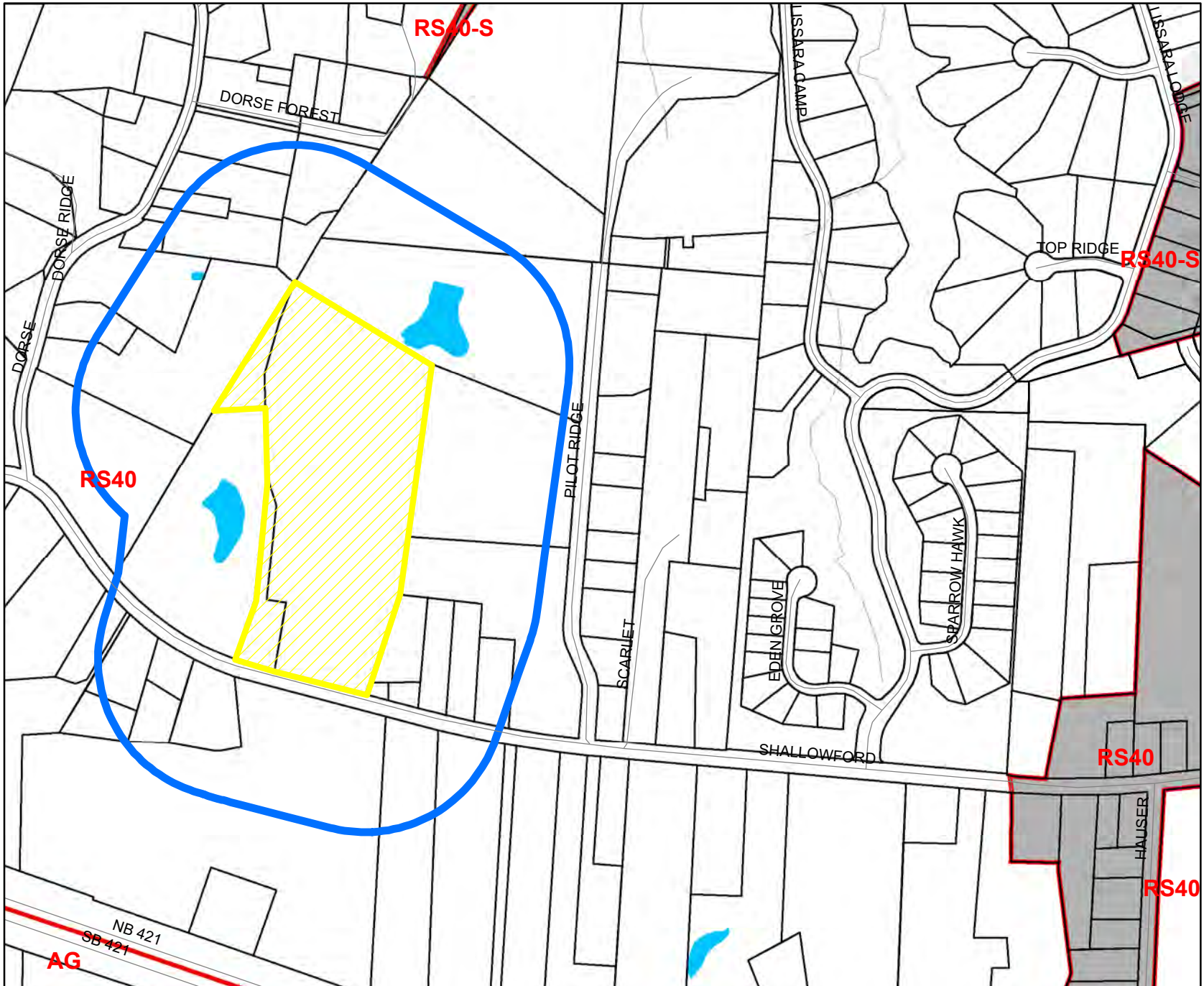
Legend

- CENTERLINES
- Legal Lot Lines
- Streams
- Pond / Lake
- Zoning
- Forsyth County
- Lewisville
- Property of Request
- 500 ft. Buffer

PIN(s): 5868-99-6697
5865-98-5943



1 inch = 500 feet



This map and analysis are provided "As Is" without warranty of any kind, either express or implied. The information contained in this map is for informational purposes only and was not prepared for, and is not suitable for legal, engineering, or surveying purposes. Use of these materials constitutes acceptance of this disclaimer of liability.

Created by: Stacy Tolbert



**RESOLUTION 2024-004 OF THE TOWN OF LEWISVILLE
FIXING DATE OF PUBLIC HEARING ON QUESTION OF ANNEXATION
PURSUANT TO NCGS 160A-58**

WHEREAS, a petition requesting annexation of the area described herein has been received; and,

WHEREAS, the Lewisville Town Council has by resolution directed the Town Clerk to investigate the sufficiency of the petition; and,

WHEREAS, certification by the Town Clerk as to the sufficiency of the petition has been made.

NOW THEREFORE BE IT RESOLVED BY THE LEWISVILLE TOWN COUNCIL that:

Section 1. A public hearing on the question of annexation of the area described herein will be held at the Lewisville Town Hall located at 6510 Shallowford Road on February 8, 2024 at 6:00 PM.

Section 2. The area proposed for annexation is described as follows:

PIN 5865-99-6697 – 7825 Shallowford Road
PIN 5865-98-5943 - 0 Shallowford Road

OFFICIAL METES AND BOUNDS FOLLOW:

COMMENCING AT AN IRON ON THE NORTHERN RIGHT-OF-WAY OF SHALLOWFORD ROAD HAVING NAD83 (2011) GRID COORDINATES OF N:858,842.17 AND E:1,569,458.16' AT A ½" IRON REBAR SET AT THE COMMON CORNER OF DUMP THE STUMP, PIN:5865-98-5943 AND GAIL M BARGOIL, PIN:5865-99-3310; ALSO BEING KNOWN AS THE POINT OF BEGINNING. THENCE FOLLOWING THE COMMON LINE OF GAIL M BARGOIL, PIN:5865-99-3310; N 21°24'18" E FOR 219.39' TO A ½" IRON REBAR SET. THENCE N 04°05'09" E FOR 42.02' TO A ½" IRON REBAR SET. THENCE CONTINUING ON THE SAME LINE, N 04°05'09" E FOR 397.95' TO A ¾" EXISTING IRON PIPE. THENCE N 02°09'18" W FOR 263.69' TO A 1" EXISTING IRON PIPE. THENCE S 87°58'27" W FOR 191.58' TO A 2" EXISTING IRON PIPE.

THENCE FOLLOWING THE COMMON LINE GALEN P AND JOAN WARD, PIN:5865-99-2834; N 32°37'45" E FOR 540.77' TO A 2" EXISTING IRON PIPE. THENCE RONALD E SIMONDS, PIN:5876-00-2162; S 59°26'19" E FOR 583.98' TO A BROKEN 1.5" EXISTING IRON PIPE.

THENCE FOLLOWING THE COMMON LINE OF RODNEY C QAND CAROLYN WILLIAMS, PIN:5875-09-4503; S 07°33'28" W FOR 832.86' TO A 1" EXISTING IRON PIPE. THENCE FOLLOWING THE COMMON LINE OF NICHOLAS WILLIAM WILLS, PIN:5875-08-0950; S 18°06'23" W FOR 334.48' TO A NAIL AT THE BASE OF A 1" EXISTING IRON PIPE. THENCE

FOLLOWING HAIL M BARGOIL, PIN:5875-08-0771; S 18°20'32" W FOR 42.91' TO A ½" IRON REBAR SET.

THENCE FOLLOWING THE NORTHERN RIGHT-OF-WAY OF SHALLOWFORD ROAD, N 75°42'09" W FOR 350.10' TO A ½" IRON REBAR SET. THENCE FOLLOWING A CURVE ALONG THE RIGHT-OF-WAY TO THE LEFT, N 74°11'27" W FOR A CHORD DISTANCE OF 143.84' WITH A RADIUS OF 2055.67' TO A ½" IRON REBAR SET, ALSO BEING KNOWN AS THE POINT OF BEGINNING, CONTAINING 16.77 ACRES.

Section 3. Notice of the public hearing shall be published in the Winston-Salem Journal, a newspaper having general circulation in the Town of Lewisville, at least ten (10) days prior to the date of the public hearing.

Adopted this the 11th day of January 2024 by the Lewisville Town Council.

Mike Horn, Mayor

ATTEST:

Dora K. Moore, Town Clerk