

Lewisville Town Council
Regular Meeting Agenda
January 11, 2024 – 6:00 PM
Lewisville Town Hall 1st Floor Council Chambers
6510 Shallowford Road

1. Call to Order:

- A. Roll Call
- B. Invocation – Council Member Ken Sadler
- C. Pledge of Allegiance – Council Member Ivan Huffman
- D. Adoption of Agenda

2. Consent Agenda

- A. Resolution 2024-001 – Financial statements for four months ended October 31, 2023
(Attachment #1)
- B. Approval of Regular Meeting Minutes – December 14, 2023 *(Attachment #2)*

3. Introductions, Recognitions, Presentations and/or Proclamations

- A. Recognitions
 - i. I’m One of the Reasons Lewisville is a Great Place to Live
 - a. Judi Burkhart *(Attachment #3)*
- B. Presentations
 - i. Introduction of Officer Lucas Manning
 - ii. Sheriff’s Office monthly report

4. Public Forum

- A. Residents should register with the Town Clerk and limit their comments to three (3) minutes.
- B. Written comments are also available.

5. Old Business – None

6. New Business

- A. Certificate of Sufficiency - Annexation request – Shallowford Road Driving Range *(Attachment #4)*
- B. Resolution 2024-003 – Setting public hearing for rezoning request – Shallowford Road Driving Range *(Attachment #5)*
- C. Resolution 2024-004 – Setting public hearing for annexation request – Shallowford Road Driving Range *(Attachment #6)*
- D. Resolution 2024-006 – Personnel Policy revisions *(Attachment #7)*

7. Administrative Reports

- A. Upcoming events and closings
 - i. E-Cycle – January 13, 9 AM-1 PM, Shallowford Square
 - ii. CPR Class – January 19, 1-5 PM, MAWCC
 - iii. Art Reception – Lewisville: The Town I Love – February 9, 4:30-6:30 PM, MAWCC
- B. Manager’s Report
 - i. Update on Solid Waste & Recycling Contract

- C. 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.
- D. Approvals at the Briefing and Action Meeting on January 4, 2024
 - i. Resolution 2024-002 – Directing Clerk to investigate annexation petition – Shallowford Road Driving Range
 - ii. Resolution 2024-005 – Opposing Billboards on HWY 421

8. For the Good of the Order

- A. Public Comments
 - i. Residents should limit their comments to three (3) minutes.
 - ii. Written comment forms are also available.
- B. Council Comments

9. Adjournment



**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 his father, Ian Huffman.

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

I'm One of the Reasons Lewisville is a Great Place to Live

Presented to

Judi Burkhardt

for outstanding contributions to the Town of Lewisville and residents

Lewisville Town Council

Mayor Mike Horn
January 11, 2024

CERTIFICATE OF SUFFICIENCY
Shallowford Road Driving Range

To the Town Council of the Town of Lewisville, North Carolina:

I, Dora K. Moore, Town Clerk, do hereby certify that I have investigated the attached petition and hereby make the following findings for the annexation request for the Shallowford Road Driving Range:

1. The petition contains an adequate property description of the area proposed for annexation in the form of metes and bounds.
2. The area described in the petition is noncontiguous to the Town of Lewisville's primary corporate limits, as defined by NCGS 160A-31 and 160A-58.1.
3. The petition is signed by and includes the address(es) of all owners of real property lying in the area described therein.
4. Other findings: none.

In witness whereof, I have hereunto set my hand and affixed the Town of Lewisville seal, this the 5th day of January, 2024.



Dora K. Moore
Town Clerk





**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.

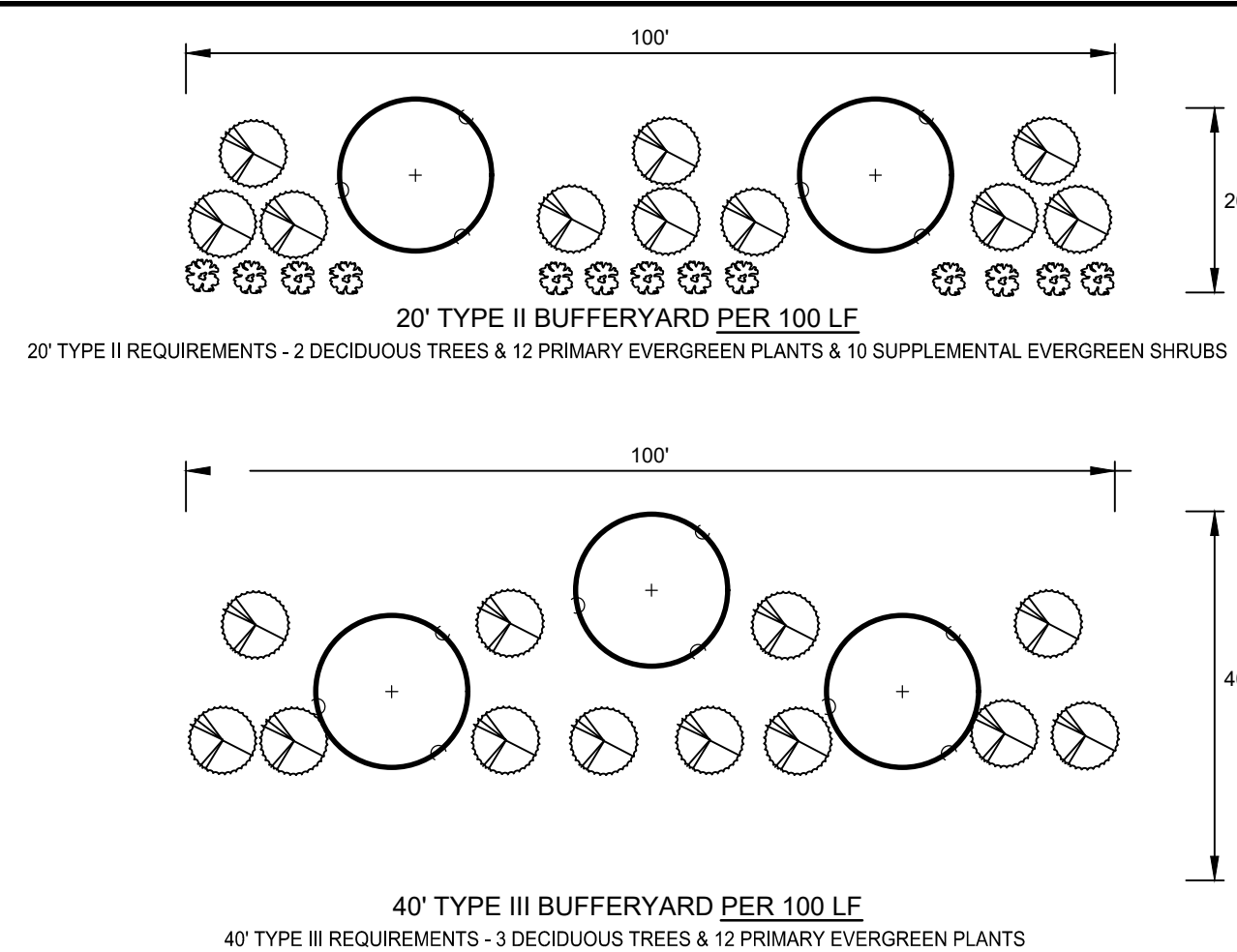
The Town's *Comprehensive Plan* designates the area within which the project lies as rural due to it being located in the Yadkin River Watershed. This area is mainly seen as very low density and agricultural. Although the *Comprehensive Plan* to remain rural, a golf driving range is a low impact commercial 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%

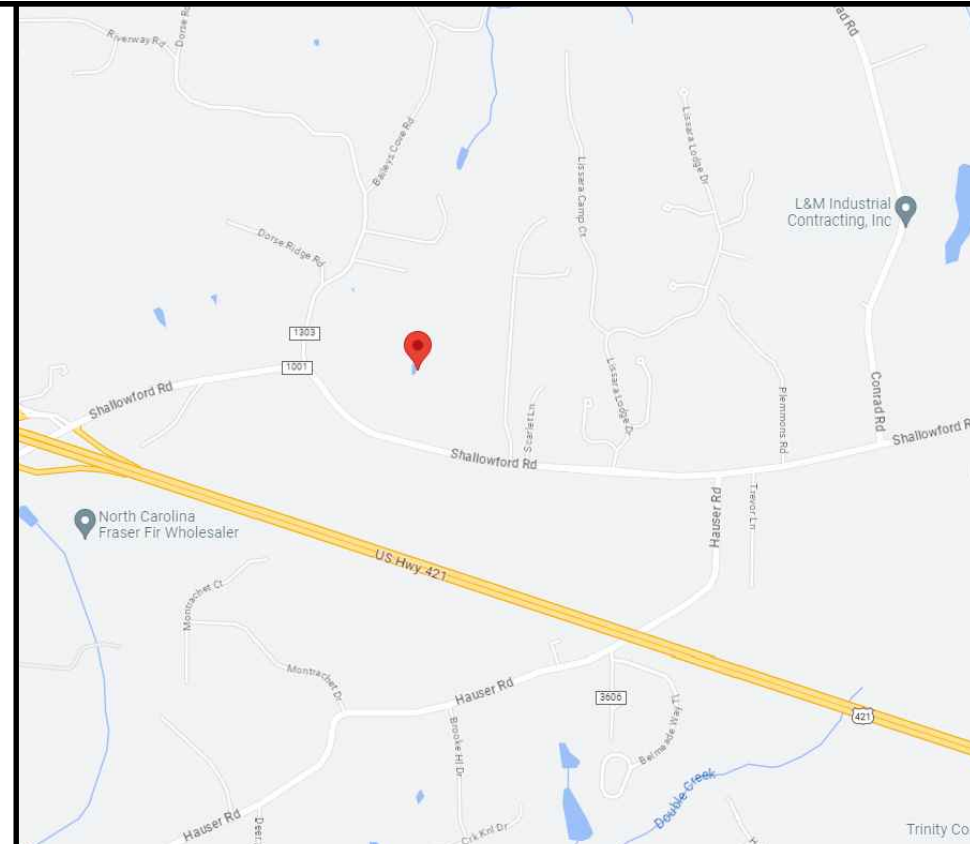
- GENERAL NOTES**
- BOUNDARY, LOCATION AND TOPOGRAPHIC SURVEY INFORMATION WAS PROVIDED FROM FORSYTH COUNTY PLANNIMETRICS. EXISTING CONTOURS ARE SHOWN AT 2' INTERVALS. PROPOSED CONTOURS ARE SHOWN AT 2' INTERVALS.
 - THE CONTRACTOR SHALL BE RESPONSIBLE FOR CONFORMING TO ALL APPLICABLE OSHA REGULATIONS 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

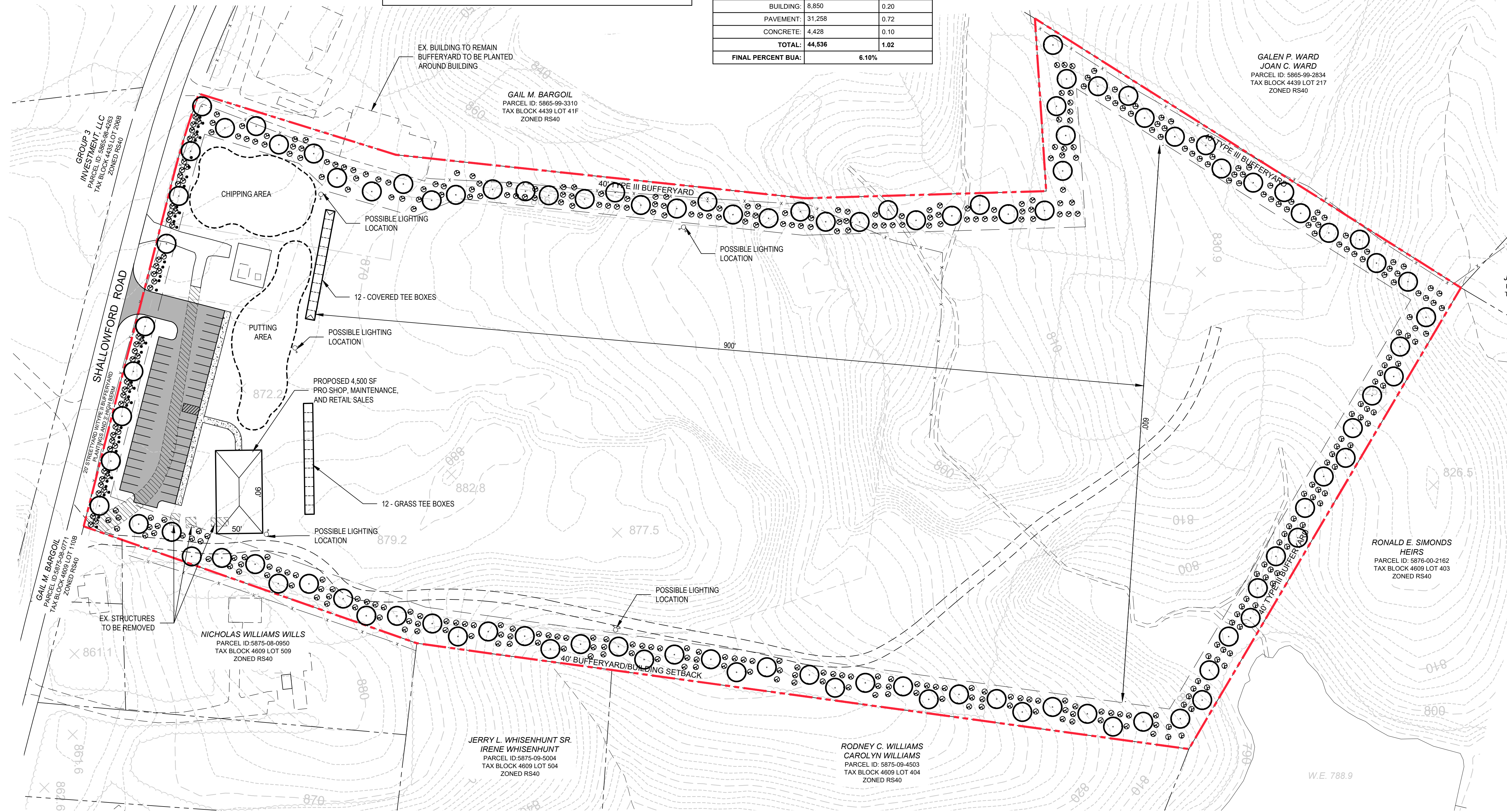
PROPERTY DEVELOPER:
 RICKY LYONS
 ADDRESS
 ADDRESS
 PHONE:
 EMAIL: rickylyons@pga.com

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



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 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

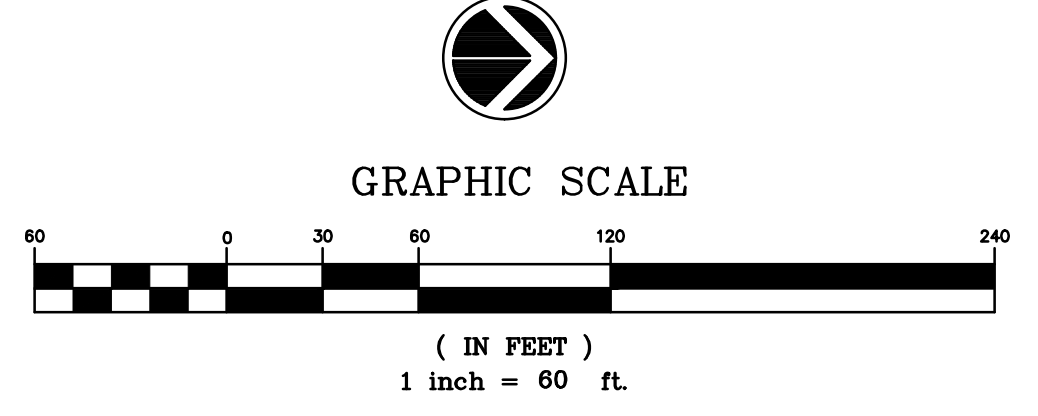
PRELIMINARY
SITE PLAN

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

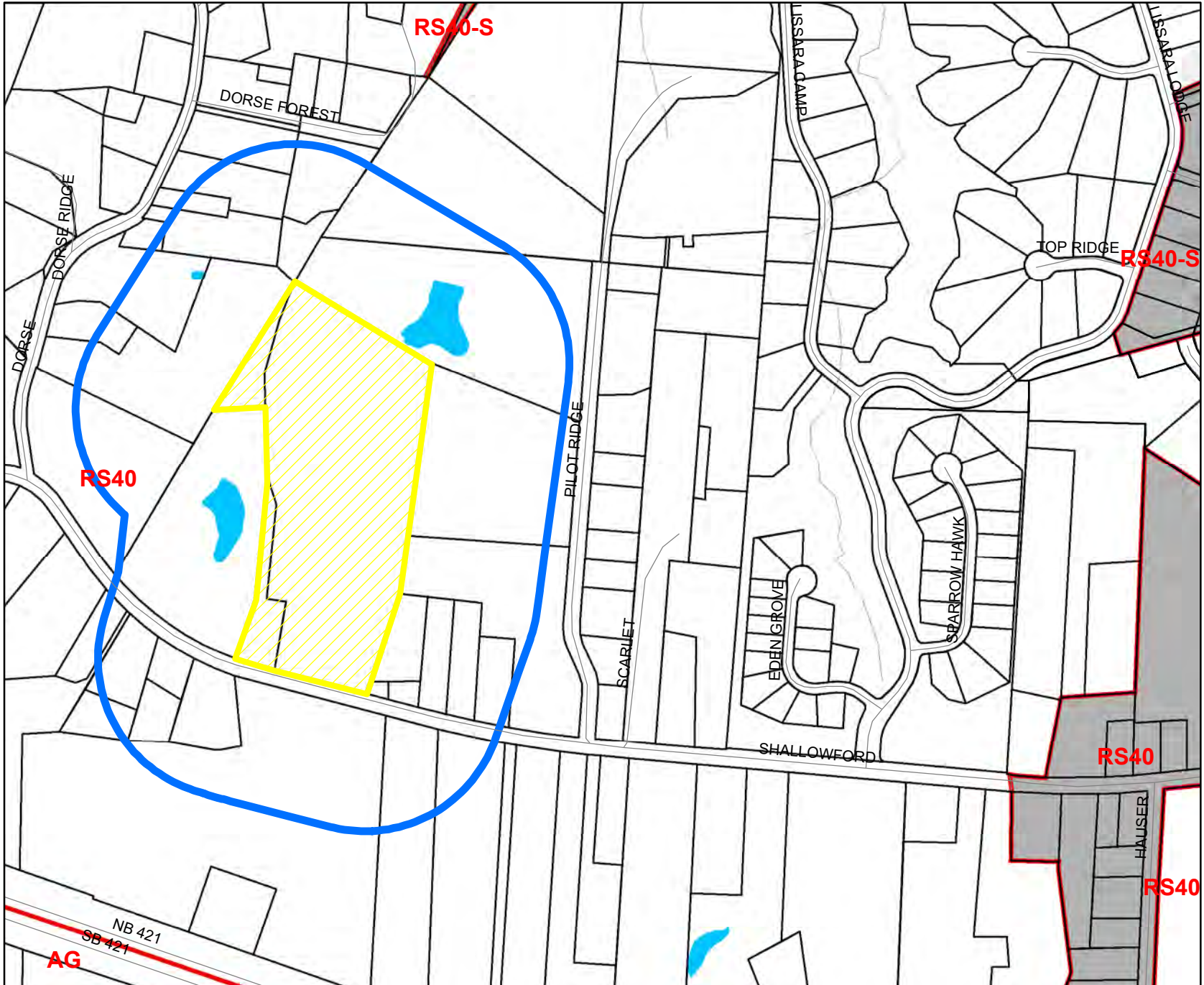
Legend

- 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

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:

- Class of survey: Class A
 - Positional accuracy: does not exceed 0.10'
 - Type of GPS field procedure: RTK-Network VRS
 - Date of survey: 12/14/2023
 - Datum/Epoch: NAD 83 (NSRS 2011)
 - Published/Fixed control: NCSS Network VRS
 - Geoid model: GEOID12A
 - combined grid factor: 0.99998749
 - 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 :

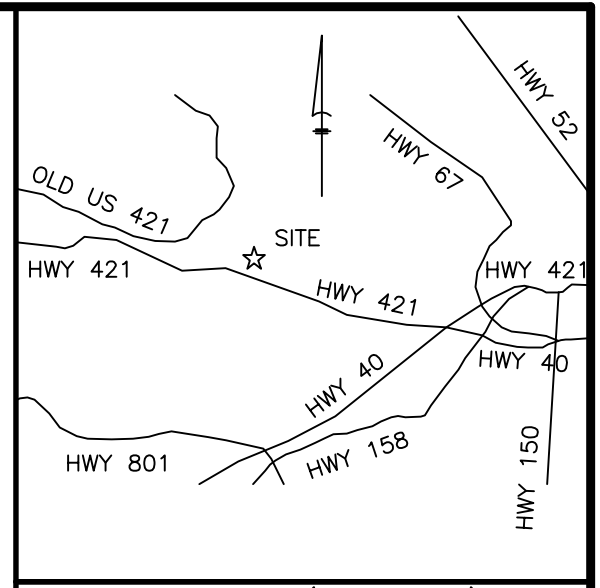
- a. That this plat is of a survey that creates a subdivision of land within the area of a county or municipality that has an ordinance that regulates parcels of land;
- b. That this plat is of a Survey that is located in such portion of a county or municipality that is unregulated as to an ordinance 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

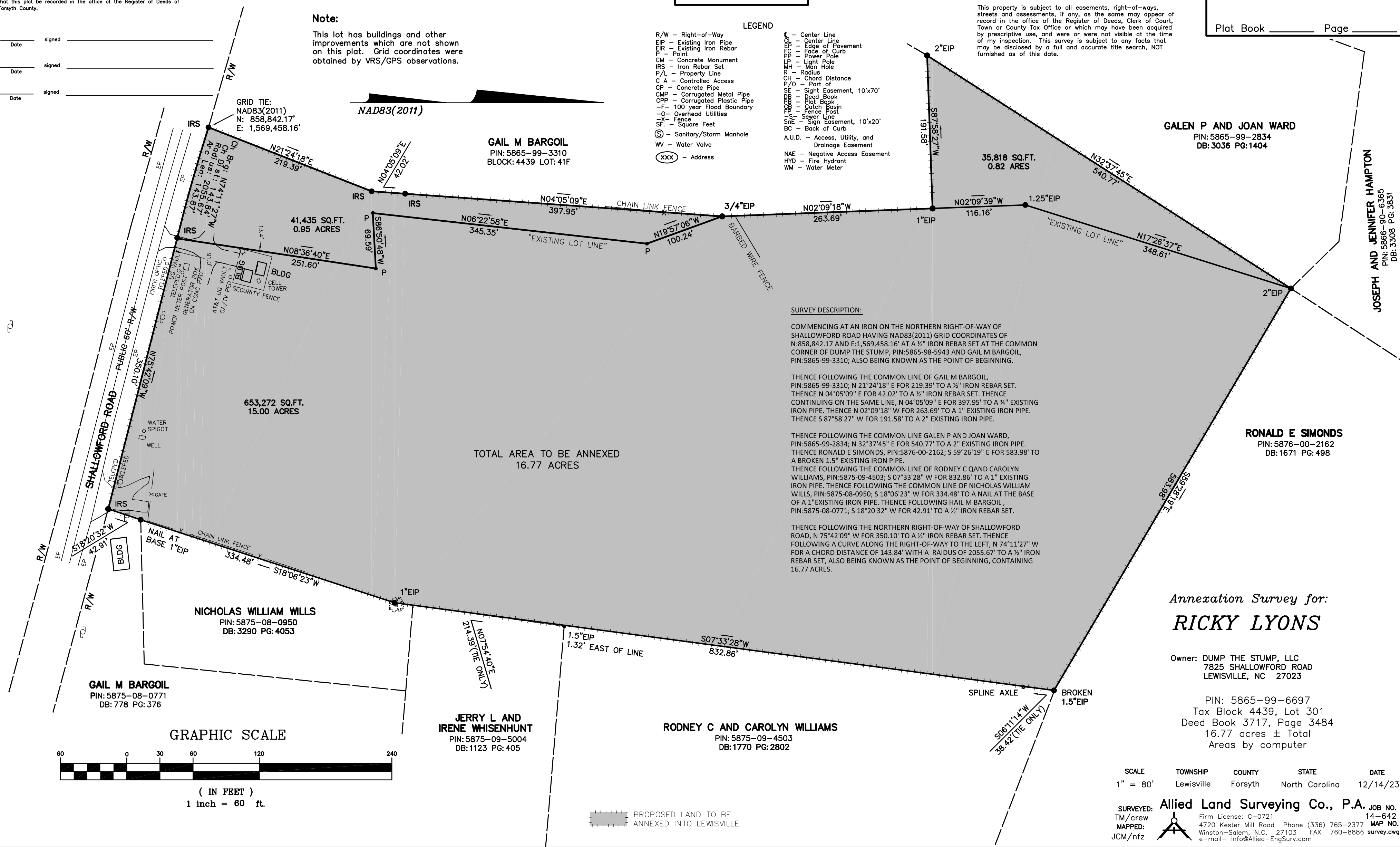


Vicinity Map (Not to Scale)
Plat Book _____ Page _____

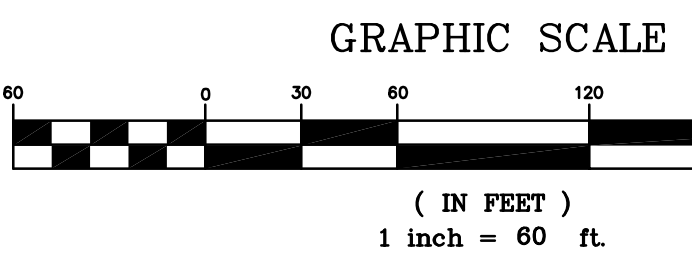
NOTE:
This property is subject to all easements, right-of-ways, streets and assessments, if any, as the same may appear of record in the office of the Register of Deeds, Clerk of Court, Town or County Tax Office or which may have been acquired by prescriptive use, and were or were not visible at the 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.

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
 - SM - Sanitary/Storm Manhole
 - WV - Water Valve
 - WM - Water Meter
 - XXX - Address
- CL - Center Line
 - CE - 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
 - SE - Sewer 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.
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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.
TM/crew Firm License: C-0721
MAPPED: 4720 Kester Mill Road Phone (336) 765-2377
JCM/nfz Winston-Salem, N.C. 27103 FAX 760-8886
JOB NO. 14-642
MAP NO. survey.dwg
e-mail - info@Allied-EngSurv.com

#2023



**RESOLUTION 2024-006 OF THE LEWISVILLE TOWN COUNCIL
REVISING THE PERSONNEL POLICY**

WHEREAS, the Town Council maintains a Personnel Policy in order to provide for uniform personnel management practices within the Town government; and

WHEREAS, the Personnel Policy is reviewed periodically to determine that the policies are stated as intended and reflect current desired practices; and

WHEREAS, the Personnel Policy is updated to include conditions and situations that arise which are not addressed in the current policy; and

NOW, THEREFORE, BE IT RESOLVED THAT THE LEWISVILLE TOWN COUNCIL amends the Personnel Policy for the following:

1. **Section 6 - 1b (10) – Holidays** shall be amended to reflect three days for Christmas to align with the State of North Carolina Holiday Schedule.
2. **Section 6 - 5 – Leave without Pay** shall be amended by deleting the following: “The employee will reimburse the Town for the cost of health insurance to be paid during the leave without pay if the employee is not on payroll a minimum of ½ the working days of the calendar month” and adding the following: “The employee may choose to continue benefits (e.g., medical insurance, vision insurance, dental insurance, short-term disability insurance, life insurance, accidental death & dismemberment insurance, and/or other insurance programs offered by the Town to its employees) if the employee pays the Town in advance each month for the cost of those benefits selected by the employee in writing, subject to approval by the Town Manager and the provider(s) of said benefits.”

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

Mike Horn, Mayor

ATTEST:

Dora K. Moore, Town Clerk