



Lewisville Town Council
Regular Meeting Agenda
July 10, 2025 – 6:00 PM
Lewisville Town Hall 1st Floor Council Chambers
6510 Shallowford Road

1. Call to Order:

- a. Roll Call
- b. Invocation – Council Member Sadler
- c. Pledge of Allegiance – Council Member Long
- d. Adoption of Agenda

2. Consent Agenda

- A. Resolution 2025-021– Financial statements for eleven months ended May 31, 2025 ([Attachment #1](#))
- B. Approval of Agenda Briefing minutes – June 5, 2025 ([Attachment #2](#))
- C. Approval of Regular Meeting minutes – June 12, 2025 ([Attachment #3](#))
- D. Approval of Closed Session minutes – June 12, 2025

3. Introductions, Recognitions, Presentations and/or Proclamations

- A. Presentations
 - i. I’m One of the Reasons Lewisville is a Great Place to Live ([Attachment #4](#))
 - a. Tom Fowler
 - ii. Certificate of Achievement – “Excellence in Financial Reporting” ([Attachment #5](#))
 - iii. Sheriff’s Office

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. New Business

- a. Resolution 2025-022 – Set public hearing for Unified Development Ordinance Amendment (rewrite) ([Attachment #6](#))
- b. Ordinance 2025-019 – Amend Budget Ordinance 2025-001 to Increase the Appropriations for Janitorial Services by \$10,038 ([Attachment #7](#))
- c. Ordinance 2025-020 – Amend Budget Ordinance 2025-001 to Budget for Relocation of Crepe Myrtles in Shallowford Square in the Amount \$12,052. ([Attachment #8](#))
- d. Resolution 2025-026 – Amend Remote Participation Policy ([Attachment #9](#))
- e. Lewisville Beautification Committee (LBC) Member Dismissal

6. Administrative Reports

- a. Upcoming events and closings
 - i. Camel City Yacht Club Concert – July 12
 - ii. National Night Out – August 5
- b. Clerk Report
 - i. Environmental, Conservation & Sustainability Committee vacancies

- c. Approvals at the Briefing and Action Meeting on July 3, 2025
 - i. Resolution 2025-023 – Directing the Clerk to Investigate an Annexation Petition Received Under NCGS 160A-31 and 160A-58.1 for 5394 Williams Road

7. 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

8. Adjournment



**RESOLUTION 2025-021 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 eleven months ended May 31, 2025; 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 eleven months ended May 31, 2025 and incorporated herein.

Adopted this the 10th day of July 2025 by the Lewisville Town Council.

ATTEST:

Mike Horn, Mayor

Angela Lord, Town Clerk

Town of Lewisville
Financial Budget to Actual Report - General Fund
Eleven Months Ended May 31, 2025

General Fund

Revenues	Budget	Revenue Year to Date	Revenue Over (Under) Budget	Percentage Collected
Property Tax Collections	\$ 3,770,165.00	\$ 3,704,101.64	\$ (66,063.36)	98.25%
Sales Tax Revenue	1,289,255.00	938,582.68	(350,672.32)	72.80%
Other Revenues	1,774,885.00	1,407,312.74	(367,572.26)	79.29%
Transfer from ARPA Special Revenue Fund	-	374,752.23	374,752.23	-
Subtotal	6,834,305.00	\$ 6,424,749.29	\$ (409,555.71)	94.01%
Appropriation from Fund Balance	546,535.00			
Total	\$ 7,380,840.00			

Departments	Budget	Expenditures Year to Date	Encumbrances Year to Date	Unencumbered and Unspent Balance	Percentage of Budget Spent or Encumbered
Governing Body	\$ 301,927.00	\$ 178,312.79	\$ 17,067.63	\$ 106,546.58	64.71%
Administration	1,030,582.00	821,835.95	19,960.57	188,785.48	81.68%
Finance	309,693.00	273,653.12	168.79	35,871.09	88.42%
Debt Service	225,200.00	225,200.00	-	-	100.00%
Planning & Zoning	389,060.00	197,051.06	54,736.37	137,272.57	64.72%
Beautification	130,956.00	118,877.62	10,143.00	1,935.38	98.52%
Community Policing	1,035,720.00	768,843.62	244,742.50	22,133.88	97.86%
Public Works	542,575.00	448,131.72	6,201.85	88,241.43	83.74%
Streets	371,194.20	237,335.32	37,910.00	95,948.88	74.15%
Powell Bill	545,190.00	23,250.00	463,440.00	58,500.00	89.27%
Storm Water	235,502.00	146,801.46	82,116.83	6,583.71	97.20%
Solid Waste	1,605,860.00	1,188,774.70	-	417,085.30	74.03%
Recycling	6,772.80	5,741.25	-	1,031.55	84.77%
Parks and Recreation	386,781.00	242,657.21	2,292.54	141,831.25	63.33%
Transfers to Willow Run MSD Special Revenue Fund	263,827.00	263,827.00	-	-	100.00%
Transfers to Capital Projects Funds	-	-	-	-	-
Transfers to Capital Reserves	-	-	-	-	-
Total	\$ 7,380,840.00	\$ 5,140,292.82	\$ 938,780.08	\$ 1,301,767.10	82.36%

General Fund Balance 7/1/2024	\$ 7,426,640.07
Year-to-Date Increase (Decrease) FY 2024-2025	1,284,456.47
General Fund Balance 5/31/2025	<u>\$ 8,711,096.54</u>

Town of Lewisville
Financial Budget to Actual Report - Willow Run Municipal Service District
Eleven Months Ended May 31, 2025

Willow Run Municipal Service District

Revenues	Budget	Revenue Year to Date	Revenue Over (Under) Budget	Percentage Collected
Revenues	\$ 75,016.00	\$ 81,281.62	\$ 6,265.62	108.35%
Transfers from General Fund	263,827.00	263,827.00	-	100.00%
Subtotal	338,843.00	\$ 345,108.62	\$ 6,265.62	101.85%
Appropriation from Fund Balance	192,872.00			
Total	\$ 531,715.00			

	Budget	Expenditures Year to Date	Encumbrances Year to Date	Unencumbered and Unspent Balance	Percentage of Budget Spent or Encumbered
Expenditures	\$ 531,715.00	\$ 36,549.70	\$ 8,175.00	\$ 486,990.30	8.41%
Total	\$ 531,715.00	\$ 36,549.70	\$ 8,175.00	\$ 486,990.30	8.41%

MSD Fund Balance 7/1/2024	\$ 249,781.03
Year-to-Date Increase (Decrease) FY 2024-2025	308,558.92
MSD Fund Balance 5/31/2025	<u><u>\$ 558,339.95</u></u>

Town of Lewisville
May 31, 2025

Capital Reserve Funds					
	Fund Balance 7/1/2024	Transfers In	Transfers Out	Investment Earnings	Fund Balance 5/31/2025
Sidewalks, Bike Paths, and Greenways Capital Reserve	1,388.16	-	-	59.73	1,447.89
Municipal Buildings/Land Capital Reserve	142,522.09	-	-	6,131.92	148,654.01
Parks & Recreation Capital Reserve	331.15	-	-	14.25	345.40
Total	\$ 144,241.40	\$ -	\$ -	\$ 6,205.90	\$ 150,447.30

American Rescue Plan Act Special Revenue Fund	
American Rescue Plan Act funding received	\$ 4,024,471.50
Transferred to General Fund to reimburse for general government services - revenue replacement - FY 2021-2022	(1,208,168.14)
Transferred to General Fund to reimburse for general government services - revenue replacement - FY 2022-2023	(1,105,602.57)
Transferred to General Fund to reimburse for general government services - revenue replacement - July 1, 2023 through June 30, 2024	(1,335,948.56)
Transferred to General Fund to reimburse for general government services - revenue replacement - July 1, 2024 through November 30, 2024	(374,752.23)
Investment earnings	175,680.43
American Rescue Plan Act Special Revenue Fund - Cash Balance 5/31/2025	\$ 175,680.43

Lewisville Town Council
Briefing and Action Meeting Minutes
June 5, 2025 – 6:00 PM
Lewisville Town Hall 2nd Floor Conference Room
6510 Shallowford Road

1. Call to Order:

- a) Mayor Horn opened the meeting at 6:00 PM. In attendance were Mayor Mike Horn and Council Members Ivan Huffman, Tom Lawson, Monte Long, Ken Sadler and Jane Welch. Also attending were Town Manager Stacy Tolbert, Town Clerk Angie Lord, Finance Director Pam Orrell, Public Works Director Jon Hanna, Planning Director Lynn Cochran, and Town Attorney Elliot Fus. Mayor Pro Tem Melissa Hunt was absent.
- b) Adoption of Agenda – Mayor Horn requested the agenda to be amended to include discussion regarding the purchase of the parking lot next to Shallowford Square. Council Member Huffman moved to approve the agenda as amended. The motion was seconded by Council Member Welch and approved unanimously.

2. Items Requiring Council Direction

- a) Piedmont Flyers request recommendation – Town Clerk Angie Lord provided an overview of the facility exemption request and stated the club had requested facility use exemption to utilize the Mary Alice Warren Community Center (MAWCC) for monthly meetings. The Special Projects Review Committee reviewed the request at an April 24, 2025 meeting. It was the consensus of the Committee to deny the request to the governing body. Discussion took place regarding concerns of residency of club members, contributions to the community, an upcoming agenda item regarding amendments to the application form, and potential use of the Great Wagon Room at the MAWCC. It was recommended by Council Member Sadler to table further discussions until review of the recommended application amendments on agenda item 5. d. ix.
- b) David Smitherman request for Jack Warren Park dog days – Ms. Lord outlined an email comment received from David Smitherman for the May 8, 2025 Council meeting regarding the use of town parks for dog allowances and stated Mayor Horn had requested the comment to be included on the agenda for the briefing. Council Member Welch moved to continue with no dogs allowed in town parks. The motion was seconded by Council Member Long and approved unanimously. Town Manager Tolbert confirmed dogs are allowed at the Forsyth County Joanie Moser Memorial Park and that the information would be communicated to Mr. Smitherman.
- c) Legal Services Process discussion – Town Manager Stacy Tolbert spoke to a request for proposals issued for legal services for the town and stated staff was seeking direction on moving forward for review of the submittals. There were five responses received, with one potentially being nonresponsive to the request. It was the consensus of Council for Mayor Horn and Town Manager Tolbert to review and conduct interviews.
- d) Explore purchase of parking lot – Mayor Horn referenced council discussions regarding parking and the purchase of the parking lot by Shallowford Square. Town Attorney Elliott Fus voiced concerns regarding conversations that should be held during a closed session. Mayor Horn confirmed the item to be for the purpose in determining Councils' pleasure at pursuing the property. Discussion ensued regarding the Laugenour House, the Lewisville Historical Society, and a parcel zoned for pedestrian business. Council consensus was to move forward to research the purchase of the property.

3. Items Requiring Action at Briefing

There were no items requiring action at the briefing.

4. Administrative Reports

a) Town Manager

- i. Round-a-bout update - Town Manager Tolbert provided an update on the Lewisville/Vienna/Robinhood Road right-of-way acquisitions, stated above ground utilities had been relocated, referenced a construction request to the North Carolina Department of Transportation (NCDOT), and receipt of eight responses to request for qualifications for construction, engineering and inspection services. Next steps were outlined by Town Manager Tolbert to include a transportation plan for funding. It was requested to provide a visual from NCDOT on the Great Wagon Road project for residents.

- ii. Great Wagon Road update –

Town Manager Tolbert reviewed upcoming changes to Shallowford Square in the coming weeks to include removal and relocation of street lights, trees, and playground equipment. Discussion took place regarding the removal of trees by the new post office and a realignment of parking on the road.

Council Member Welch left the meeting at 6:45 P.M. and returned at 6:52 P.M.

Town Manager Tolbert reviewed a funding handout and explained information from NCDOT regarding sidewalks associated with the project, an increase in sidewalk and lighting expenses, the participation of a Disadvantaged Business Enterprise (DBE), a decrease in the truck apron cost for the design for the round-a-bout. It was the consensus of Council for staff to move forward with the project. *(Handout referenced is herein incorporated by reference into the minutes.)*

Council Member Long left the meeting at 7:02 P.M. and returned at 7:05 P.M.

b) Town Clerk

- i. Board and Committee Volunteer Collaboration and Appreciation event update – Ms. Lord provided an update on the May 28, 2025 event and explained a presentation was made by Town Manager Tolbert and former Town Clerk Dora Moore. Council Member Welch, Long and Lawson attended the event and commended residents for their service. Discussion continued regarding event parking. Mayor Horn requested staff to request residents to carpool to events.
- ii. CPR Class – June 6, 1-5 PM, MAWCC
- iii. Street Party & Food Truck Festival – The Entertainers – June 21, 6-9 PM
- iv. Independence Day tribute concert – On the Border – June 28, 7-9 PM
- v. Town Offices closed – July 4

c) Public Works Director

- i. Public Works facility update – Public Works Director Jon Hanna outlined resurfacing projects and renovation updates for the new Public Works building.
- ii. Mr. Hanna provided an update on the traffic mitigation projects being reviewed by Public Safety Technical Review Committee.

d) Planning Director

- i. UDO update – Planning Director Lynn Cochran reported the public engagement session was held on the proposed Unified Development Ordinance (UDO). The Planning Board is scheduled to consider the final draft at the June meeting.

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

a) Consent Agenda

- i. Resolution 2025-018– Financial statements for ten months ended April 30, 2025
- ii. Approval of Agenda Briefing minutes – April 24, 2025 Approval of Budget Workshop minutes – April 24, 2025
- iii. Approval of Regular Meeting minutes – May 8, 2025

b) Introductions, Recognitions, Presentations and/or Proclamations

- i. Presentation
 - a. Sheriff's Office
- c) Old Business
- d) New Business
 - i. Ordinance 2025-001 – 2025-2026 Budget – Town Manager Tolbert highlighted the proposed Fiscal Year 2025-2026 Budget to be considered at the June 12, 2025 Council meeting.
 - ii. Ordinance 2025-013 – Order to collect 2025 taxes – Ms. Lord reviewed the annual and routine items of 2025-013 and 2025-014 and requested Council direction to add to the consent agendas moving forward. It was the consensus of Council to approve the request.
 - iii. Ordinance 2025-014 – Order to collect 2024 and prior years' taxes
 - iv. Ordinance 2025-015 – Amending the Municipal Buildings and Land Capital Reserve Fund – Finance Director Pam Orrell outlined 2025-015, 2025-016, and 2025-017.
 - v. Ordinance 2025-016– Amending the Parks and Recreation Capital Reserve Fund
 - vi. Ordinance 2025-017 – Amending Sidewalks, Bike Paths, and Greenways Capital Reserve Ordinance
 - vii. Resolution 2025-019 – Awarding horticultural maintenance contract - \$95,616 – Mr. Hanna reviewed details of contracts for 2025-019 and 2025-020. There was discussion of returning to a three-year contact.
 - viii. Resolution 2025-020 – Awarding grounds maintenance services contract
 - ix. Resolution 2025-008 – AMENDED Special Projects Review Committee Revised Application – Ms. Lord reviewed the request by the Special Projects Review Committee to provide additional details on the exemption application. Following discussion, it was the consensus of Council to make the revisions. Additional discussions took place regarding the Piedmont Flyers exemption request to allow usage of the Great Wagon Room.
 - x. Motion to adopt Town Manager contract – Mayor Horn shared the manager's contract had been forwarded to include a five-year contract, a salary increase to \$139,251, and a twelve-month severance package.
- 5. **For the Good of the Order**
 - a) Council Member Welch inquired if a staff could research school traffic safety measures prior to the new school year.
- 6. **Adjournment** – Council Member Huffman moved to adjourn the meeting at 7:40 PM. The motion was seconded by Council Member Long and approved unanimously.

ATTEST:

Mike Horn, Mayor

Angela Lord, Town Clerk

Lewisville Town Council
Regular Meeting Minutes
June 12, 2025 – 6:00 PM
Lewisville Town Hall Council Chambers
6510 Shallowford Road

1. Call to Order:

- A. Mayor Horn opened the meeting at 6:00 PM. In attendance were Mayor Mike Horn, Mayor Pro Tem Melissa Hunt, and Council Members Ivan Huffman, Tom Lawson, Monte Long, Ken Sadler and Jane Welch. Also attending were Town Manager Stacy Tolbert, Town Clerk Angie Lord, Finance Director Pam Orrell, Public Works Director Jon Hanna, Planning Director Lynn Cochran, and Attorney Elliot Fuss.
- B. Invocation – Council Member Long
- C. Pledge of Allegiance – Council Member Huffman
- D. Adoption of Agenda – Council Member Huffman moved to approve the agenda. The motion was seconded by Council Member Long and approved unanimously.

2. Consent Agenda

- A. Resolution 2025-018– Financial statements for ten months ended April 30, 2025
- B. Ordinance 2025-013 – Order to collect 2025 taxes
- C. Ordinance 2025-014 – Order to collect 2024 and prior years' taxes
- D. Approval of Agenda Briefing minutes – April 24, 2025
- E. Approval of Budget Workshop minutes – April 24, 2025
- F. Approval of Regular Meeting minutes – May 8, 2025

Council Member Lawson moved to approve the consent agenda items. The motion was seconded by Council Member Long and approved unanimously. *(Resolution 2025-015, Ordinance 2025-013, and Ordinance 2025-14 are herein incorporated by reference into the minutes.)*

3. Introductions, Recognitions, Presentations and/or Proclamations

- a. Presentations – There were no presentations for this agenda.

4. Public Forum

- i. There were no speakers for the public forum.

5. Closed Session – Personnel

- A. Attorney Elliot Fuss read the motion for closed session into the record. Council Member Welch moved to recess into closed session. The motion was seconded by Council Member Long and approved unanimously. The Town Council recessed into closed session at 6:06 P.M. and returned into open session at 6:31 P.M.

6. New Business

- a. Ordinance 2025-001 – 2025-2026 Budget – Town Manager Stacy Tolbert presented the General Fund budget of \$8,056,278 for Fiscal Year (FY) 2025-2026. The proposed budget included a property tax decrease from 21.7 cents per \$100 of valuation to 18 cents per \$100 of valuation. The proposed budget showed an increase from the FY 2024-2025 of 11.55%. Town Manager Tolbert outlined tax values, Ad Valorem tax revenue projections, municipal service district levy collections, and a continued dedication to resident services. Council Member Huffman moved

to approve Ordinance 2025-001. The motion was seconded by Council Member Long and approved unanimously. (*Ordinance 2025-001 herein incorporated by reference into the minutes.*)

- b. Ordinance 2025-015 – Amending the Municipal Buildings and Land Capital Reserve Fund – Finance Director Pam Orrell reviewed the capital reserve funds for Municipal Building and Land, Parks and Recreation, and Sidewalks, Bike Paths, and Greenways. The Town Council will appropriate an amount of no less than \$25,000 each fiscal year until June 30, 2035, or until the fund reaches a balance of \$1,000,000. Council Member Long moved to approve Ordinance 2025-015. The motion was seconded by Council Member Welch and approved unanimously. (*Ordinance 2025-015 herein incorporated by reference into the minutes.*)
- c. Ordinance 2025-016– Amending the Parks and Recreation Capital Reserve Fund – The Town Council will appropriate an amount of no less than \$100,000 each fiscal year until June 30, 2030, or until the fund reaches a balance of \$500,000. Mayor Pro Tem Hunt moved to approve Ordinance 2025-016. The motion was seconded by Council Member Long and approved unanimously. (*Ordinance 2025-016 herein incorporated by reference into the minutes.*)
- d. Ordinance 2025-017 – Amending Sidewalks, Bike Paths, and Greenways Capital Reserve Ordinance – The Town Council will appropriate an amount of no less than \$100,000 each fiscal year until June 30, 2035, or until the fund reaches a balance of \$1,000,000. Council Member Long moved to approve Ordinance 2025-017. The motion was seconded by Council Member Sadler and approved unanimously. (*Ordinance 2025-017 herein incorporated by reference into the minutes.*)
- e. Resolution 2025-019 – Awarding horticultural maintenance contract - \$97, 284 – Public Works Director Jon Hanna outlined the annual horticultural maintenance and beatification contract. This is a continuation of services provided by Houser Horticulture, Inc. and includes pruning, planting, weeding, mulching, and associated materials. A small increase over last years contract is attributed to added responsibilities of the Jack Warren Park expansion. Mayor Pro Tem Hunt requested staff put the contracts out for a bid process moving forward. Mayor Pro Tem Hunt moved to approve Resolution 2025-019. The motion was seconded by Council Member Huffman and approved unanimously. (*Resolution 2025-019 herein incorporated by reference into the minutes.*)
- f. Resolution 2025-020 – Awarding grounds maintenance services contract – This is a contract for regular mowing and maintenance of town grounds for 2025-26. It is a continuation of services provided by LawnMasters of the Triad and includes all Town-owned properties and improved right-of-way. It also includes the mowing of dams and guardrails in the Willow Run Municipal Service District. A small increase over last year is attributed to the added responsibilities of the Jack Warren Park expansion. Council Member Huffman moved to approve Resolution 2025-020. The motion was seconded by Council Member Long and approved unanimously. (*Resolution 2025-020 herein incorporated by reference into the minutes.*)
- g. Resolution 2025-008 – Amend Special Project Review Committee Facility Use Exemption Application – Town Clerk Angie Lord highlighted the review of the suggested amendments recommendations by the Special Project Review Committee at the June 5, 2025 briefing. Mayor Pro Tem Hunt inquired about the number of revisions made to the facility use exemption application. Town Clerk Lord stated the number of revisions would be researched and provided to Council. Discussion ensued regarding a streamlined process. Council Member Welch moved to approve Resolution 2025-008. The motion was seconded Mayor Pro Tem Hunt and approved unanimously. (*Resolution 2025-008 herein incorporated by reference into the minutes.*)
- h. Ordinance 2025-018 – Piedmont Flyers Club Facility Use Exemption Request & Amending Chapter 16 Facility Use Exemption List – Town Clerk Lord explained the request by Piedmont Flyers Club for a facility use exemption and the consensus of Council to approve the use of the Great Wagon Room only at the Mary Alice Warren Community Center for monthly meetings. Discussion took place regarding review by the Special Projects Review Committee, community involvement and residency. Mayor Pro Tem Hunt and Council Member Huffman voiced

concerns of setting a precedence, recent restrictions on the exemption lists and a need for consistent benefits to town residents. Moved by Council Member Welch to approve amendments to Chapter 16 Facility Use Exemption List Ordinance 2025-018. The motion was seconded by Council Member Sadler. Mayor Horn and Council Members Long, Sadler, Welch, and Lawson voted in favor. Mayor Pro Tem Hunt and Council Member Huffman voted in opposition. Motion passed 7-2. (*Ordinance 2025-018 herein incorporated by reference into the minutes.*)

- i. Town Manager contract renewal - Mayor Horn commended the leadership over the past year and presented a five-year town manager contract with Town Manager Stacy Tolbert from July 1, 2025 – June 30, 2030 at \$139,215. Council Members shared accolades of Town Manager Tolbert's work in the Manager position. Council Member Lawson moved to approve the five-year Town Manager contract at \$139,215. The motion was seconded by Council Member Long and approved unanimously.

2. Administrative Reports

A. Upcoming events and closings

- i. Street Party & Food Truck Festival – The Entertainers – June 21, 6-9 PM
- ii. Independence Day tribute concert – On the Border – June 28, 7-9 PM
- iii. Town Offices closed – July 4

B. Clerk Report

- i. Environmental, Conservation & Sustainability Committee vacancy – Town Clerk Lord shared the receipt of a resignation for the committee and stated information would be in the upcoming newsletter for applications.

7. For the Good of the Order

A. Public comments

- i. Susan Frey voiced concerns regarding House Bill 765 being incorporated into Senate Bill 205.

B. Council comments

- i. Mayor Horn echoed concerns by Ms. Frey and encouraged the community to email the Forsyth County delegation.
- ii. Council Member Huffman explained an earlier 'No' vote and spoke to the Special Projects Review Committee duties. Discussion took place regarding the proper process for recommendations by the committee. Mayor Pro Tem Hunt requested staff provide clarification for consistence.

8. **Adjournment** – Council Member Long moved to adjourn the meeting at 7:22 PM. The motion was seconded by Council Member Lawson and motion passed unanimously.

ATTEST:

Mike Horn, Mayor

Angela Lord, Town Clerk

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

Date: 7/1/25

Nominator Information

Name of Nominator: Mike Horn

Contact telephone number: 336 414 4497

Contact email: mikeh@hornstronach.com

Nominee Information

Name of Nominee: Tom Fowler

Address of Nominee:

Telephone Number of Nominee:

Contact email: thfowler@mac.com

Reason for the Nomination: For his restoration of the Historic Roller Mill as a vibrant center for small business
and his continuing efforts to preserve Lewisville's the most prominent landmark.



Government Finance Officers Association

Certificate of
Achievement
for Excellence
in Financial
Reporting

Presented to

**Town of Lewisville
North Carolina**

For its Annual Comprehensive
Financial Report
For the Fiscal Year Ended

June 30, 2024

Christopher P. Morrell

Executive Director/CEO



GOVERNMENT FINANCE OFFICERS ASSOCIATION
NEWS RELEASE

FOR IMMEDIATE RELEASE

3/28/2025

For more information contact:
Michele Mark Levine, Director/TSC
Phone: (312) 977-9700
Fax: (312) 977-4806
Email: mlevine@gfoa.org

(Chicago, Illinois)—Government Finance Officers Association of the United States and Canada (GFOA) has awarded the Certificate of Achievement for Excellence in Financial Reporting to **Town of Lewisville** for its annual comprehensive financial report for the fiscal year ended June 30, 2024. The report has been judged by an impartial panel to meet the high standards of the program, which includes demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users and user groups to read the report.

The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

Government Finance Officers Association (GFOA) advances excellence in government finance by providing best practices, professional development, resources, and practical research for more than 25,000 members and the communities they serve.



STAFF REPORT

ITEM:	PRESENTATION
SUBJECT:	CERTIFICATE OF ACHIEVEMENT FOR EXCELLENCE IN FINANCIAL REPORTING FOR THE ANNUAL COMPREHENSIVE FINANCIAL REPORT FOR THE FISCAL YEAR ENDED JUNE 30, 2024
PREPARED BY:	PAM ORRELL, FINANCE DIRECTOR
DATE SUBMITTED:	7/10/2025

BACKGROUND/SUMMARY:

The program for the Certificate of Achievement for Excellence in Financial Reporting was established by the Government Finance Officers Association of the United States and Canada in 1945 to encourage and assist state and local governments to go beyond the minimum reporting requirements of generally accepted accounting principles, and to prepare annual comprehensive financial reports that evidence the spirit of transparency and full disclosure, and then to recognize individual governments that succeed in achieving that goal.

The goal of the program is not to assess the financial health of participating governments, but rather to ensure that users of their financial statements have the information they need to do so themselves.

Reports submitted to the program are reviewed by selected members of the professional staff of the GFOA (Government Finance Officers Association) and the Special Review Committee (SRC), which comprises individuals with expertise in public sector financial reporting and includes financial statement preparers, independent auditors, academics, and other finance professionals.

We did enter our Annual Comprehensive Financial Report into the program for the fiscal year ended June 30, 2024 and I am pleased to report that we have been awarded the certificate.

This is the 20th year that the Town has been awarded this honor.

STAFF RECOMMENDATION AND REQUESTED ACTION:

No action required.

FISCAL IMPACT:

None

ATTACHMENTS:

1. Copy of Certificate from the Government Finance Officers Association of the United States and Canada.



**RESOLUTION 2025-022 OF THE LEWISVILLE TOWN COUNCIL
SETTING A PUBLIC HEARING TO RECEIVE COMMENTS ON
AMENDING THE UNIFIED DEVELOPMENT ORDINANCES (UDO)**

WHEREAS, the Lewisville Planning Board held a public hearing on June 11, 2025 on a proposed update and rewrite of the Town's Unified Development Ordinance (UDO); and,

WHEREAS, the Lewisville Planning Board recommends approval to the Lewisville Town Council; and,

WHEREAS, North Carolina General Statute 160D-601(a) provides that public notice be given when adopting or amending ordinances pertaining to planning and development; and,

WHEREAS, North Carolina General Statute 160D-601(a) 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

WHEREAS, North Carolina General Statute 160D-601(a) provides for Methods of Procedure.

NOW, THEREFORE BE IT RESOLVED BY THE LEWISVILLE TOWN COUNCIL sets a public hearing at the Lewisville Town Hall, 6510 Shallowford Road, for Thursday, August 14, 2025 at 6:00 PM for the purpose of receiving public comment and consideration of this request.

Adopted this the 10th day of July 2025 by the Lewisville Town Council.

ATTEST:

Mike Horn, Mayor

Angela Lord, Town Clerk



TOWN OF LEWISVILLE
Budget Amendment Ordinance 2025-019
Amending Budget Ordinance 2025-001

FINANCE DEPARTMENT USE ONLY
Budget Amendment # 1
Pam Orrell, Finance Director

CODE	ACCOUNT DESCRIPTION	AMOUNT	CODE	ACCOUNT DESCRIPTION	AMOUNT
10-00-4120-6000	General Fund - Administration - Contracted Services	\$ 2,880.00	10-00-3990-9000	General Fund - Fund Balance Appropriated	\$ 10,038.00
10-00-4120-6000	General Fund - Administration - Contracted Services	\$ 1,790.00			
10-80-6120-6000	General Fund - Parks & Recreation - Contracted Services	\$ 5,368.00			
		\$ 10,038.00			\$ 10,038.00

EXPLANATION: To increase the budget for janitorial services at Town Hall, Annex, Galloway Community Center, Jack Warren Park, and Shallowford Square.

RECOMMENDED BY: Pam Orrell, Town Finance Director

Approved and effective upon adoption this the 10th day of July, 2025 by the Lewisville Town Council.

ATTEST:

Mike Horn, Mayor

Angela Lord, Town Clerk



TOWN OF LEWISVILLE
Budget Amendment Ordinance 2025-020
Amending Budget Ordinance 2025-001

FINANCE DEPARTMENT USE ONLY
Budget Amendment # 2
Pam Orrell, Finance Director

<u>CODE</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>	<u>CODE</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>
10-80-6120-3511	General Fund - Parks & Recreation - Maintenance/Repairs Shallowford Square	\$ 12,052.00	10-00-3990-9000	General Fund - Fund Balance Appropriated	\$ 12,052.00
		\$ 12,052.00			\$ 12,052.00

EXPLANATION: To relocate crepe myrtles in Shallowford Square.

RECOMMENDED BY: Pam Orrell, Town Finance Director

Approved and effective upon adoption this the 10th day of July, 2025 by the Lewisville Town Council.

ATTEST:

Mike Horn, Mayor

Angela Lord, Town Clerk



**RESOLUTION 2025-026 OF THE LEWISVILLE TOWN COUNCIL
AMENDING THE REMOTE MEETING PARTICIPATION POLICY
OF THE LEWISVILLE TOWN COUNCIL**

WHEREAS, the Lewisville Town Council has previously adopted a Remote Participation Policy; and

WHEREAS, the Lewisville Town Council wishes to revise the policy to ensure compliance with the law;

NOW THEREFORE BE IT RESOLVED that the Lewisville Town Council adopts the amended remote participation policy attached hereto.

RESOLVED, APPROVED AND EFFECTIVE UPON ADOPTION, THIS THE 10th DAY OF July 2025 BY THE LEWISVILLE TOWN COUNCIL.

Mike Horn, Mayor

ATTEST:

Angela Lord, Town Clerk



**RESOLUTION 2025-026 OF THE LEWISVILLE TOWN COUNCIL
AMENDING THE REMOTE MEETING PARTICIPATION POLICY
OF THE LEWISVILLE TOWN COUNCIL**

REMOTE PARTICIPATION POLICY

When a *State of Emergency* is declared by the Governor, General Assembly, the Lewisville Town Mayor, or Lewisville Town Mayor Pro-Tem (acting in the Mayor's absence) may allow remote participation in meetings in accordance with §166A-19.24 or other applicable law.

Otherwise, members of the Town Council or other Town Boards and Committees may not remotely participate in official meetings.

Prior resolutions

Resolution 2017019	04-13-2017 Establishing the Remote Participation Policy
Resolution 2020028	05-14-2020 Establishing the Remote Participation Policy
Resolution 2022055	09-08-2022 Amending Remote Participation Policy