



Lewisville Town Council
Regular Meeting Agenda
August 14, 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 Welch
- c. Pledge of Allegiance – Mayor Horn
- d. Adoption of Agenda

2. Consent Agenda

- a. Resolution 2025-028– Financial statements for year ended June 30, 2025 Preliminary and Unaudited ([Attachment #1](#))
- b. Approval of Agenda Briefing minutes – July 3, 2025 ([Attachment #2](#))
- c. Approval of Regular Meeting minutes – July 10, 2025 ([Attachment #3](#))
- d. Approval of Special Meeting minutes – July 21, 2025 ([Attachment #4](#))

3. Introductions, Recognitions, Presentations and/or Proclamations

- a. Presentations
 - i. I’m One of the Reasons Lewisville is a Great Place to Live ([Attachment #5](#))
 - a. Lewisville Civic Club
 - ii. Certificate of Achievement – “Excellence in Financial Reporting” ([Attachment #6](#))
 - 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. Public Hearing

- a. Unified Development Ordinance – Rewrite
 - i. Staff Presentation
 - ii. Public Hearing
 - iii. Council Discussion
 - iv. Council Consideration – Ordinance 2025-021 – Amend UDO ([Attachment #7](#))
- b. Annexation – 5394 Williams Road
 - i. Staff Presentation
 - ii. Public Hearing
 - iii. Council Discussion
 - iv. Council consideration - Ordinance 2025-022 – Extend the Town of Lewisville corporate limits to include 5394 Williams Road ([Attachment #8](#))
- c. Rezoning – L – 113 – 5394 Williams Road (PIN 5855-44-9745)
 - i. Staff Presentation
 - ii. Public Hearing
 - iii. Council Discussion
 - iv. Council Consideration – Ordinance 2025-023 – Change zoning from Agricultural & Yadkin River Conservation districts of Forsyth County to Agricultural & Yadkin River Conservation districts of Lewisville – 5394 Williams Road ([Attachment #9](#))

6. New Business

- a. Resolution 2025-029 – Adoption of the 2025 Northern Piedmont Regional Hazard Mitigation Plan ([Attachment #10](#))
- b. Ordinance 2025-024 – Ordinance to Amend Town Code Chapter 16 – Establish Rules for the Mayor Mike Horn Amphitheater ([Attachment#11](#))
- c. Ordinance 2025-025 – Ordinance to Amend Town Code Chapter 16 – Amend Fee Scheduled ([Attachment #12](#))
- d. Resolution 2025-030 – Facility Use Exemption – Lewisville United Methodist Church Preschool ([Attachment #13](#))

7. Administrative Reports

- a. Upcoming events and closings
 - i. Rev On – The Foreigner Experience – August 16
 - ii. State of the Town – August 28
 - iii. Town Offices Closed – September 1
 - iv. Landslide – A tribute to Fleetwood Mac – September 6

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 2024-028 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 year ended June 30, 2025⁴ (preliminary and unaudited); 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 year ended June 30, 2025 (preliminary and unaudited) and incorporated herein.

Adopted this the 14th day of August 2025 by the Lewisville Town Council.

ATTEST:

Mike Horn, Mayor

Angela Lord, Town Clerk

Town of Lewisville
Financial Budget to Actual Report - General Fund
Fiscal Year Ended June 30, 2025

PRELIMINARY AND UNAUDITED

General Fund

Revenues	Budget	Revenue Year to Date	Revenue Over (Under) Budget	Percentage Collected
Property Tax Collections	\$ 3,770,165.00	\$ 3,875,343.66	\$ 105,178.66	102.79%
Sales Tax Revenue	1,289,255.00	1,170,942.34	(118,312.66)	90.82%
Other Revenues	1,774,885.00	1,737,906.99	(36,978.01)	97.92%
Transfer from ARPA Special Revenue Fund	-	374,752.23	374,752.23	-
Subtotal	6,834,305.00	\$ 7,158,945.22	\$ 324,640.22	104.75%
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	\$ 193,410.91	\$ -	\$ 108,516.09	64.06%
Administration	1,030,582.00	893,678.14	-	136,903.86	86.72%
Finance	309,693.00	295,929.33	-	13,763.67	95.56%
Debt Service	225,200.00	225,200.00	-	-	100.00%
Planning & Zoning	389,060.00	225,729.13	-	163,330.87	58.02%
Beautification	130,956.00	129,811.58	-	1,144.42	99.13%
Community Policing	1,035,720.00	1,018,266.12	-	17,453.88	98.31%
Public Works	542,575.00	488,379.89	-	54,195.11	90.01%
Streets	371,194.20	285,378.27	-	85,815.93	76.88%
Powell Bill	545,190.00	488,090.00	-	57,100.00	89.53%
Storm Water	235,502.00	184,793.79	-	50,708.21	78.47%
Solid Waste	1,605,860.00	1,444,505.95	-	161,354.05	89.95%
Recycling	6,772.80	5,741.25	-	1,031.55	84.77%
Parks and Recreation	386,781.00	259,623.62	-	127,157.38	67.12%
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	\$ 6,402,364.98	\$ -	\$ 978,475.02	86.74%

General Fund Balance 7/1/2024	\$ 7,426,640.07
Year-to-Date Increase (Decrease) FY 2024-2025	756,580.24
General Fund Balance 6/30/2025	<u><u>\$ 8,183,220.31</u></u>

Town of Lewisville
Financial Budget to Actual Report - Willow Run Municipal Service District
Fiscal Year Ended June 30, 2025

PRELIMINARY AND UNAUDITED

Willow Run Municipal Service District

Revenues	Budget	Revenue Year to Date	Revenue Over (Under) Budget	Percentage Collected
Revenues	\$ 75,016.00	\$ 86,420.08	\$ 11,404.08	115.20%
Transfers from General Fund	263,827.00	263,827.00	-	100.00%
Subtotal	338,843.00	\$ 350,247.08	\$ 11,404.08	103.37%
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	\$ 45,624.70	\$ -	\$ 486,090.30	8.58%
Total	\$ 531,715.00	\$ 45,624.70	\$ -	\$ 486,090.30	8.58%

MSD Fund Balance 7/1/2024	\$ 249,781.03
Year-to-Date Increase (Decrease) FY 2024-2025	304,622.38
MSD Fund Balance 6/30/2025	<u><u>\$ 554,403.41</u></u>

Town of Lewisville
June 30, 2025

PRELIMINARY AND UNAUDITED

Capital Reserve Funds					
	Fund Balance 7/1/2024	Transfers In	Transfers Out	Investment Earnings	Fund Balance 6/30/2025
Sidewalks, Bike Paths, and Greenways Capital Reserve	1,388.16	-	-	64.73	1,452.89
Municipal Buildings/Land Capital Reserve	142,522.09	-	-	6,645.36	149,167.45
Parks & Recreation Capital Reserve	331.15	-	-	15.44	346.59
Total	\$ 144,241.40	\$ -	\$ -	\$ 6,725.53	\$ 150,966.93

American Rescue Plan Act Special Revenue Fund	
American Rescue Plan Act funding received	\$ 4,024,471.50
Transferred to General Fund to reimburse for general government services - revenue replacement - FY 2021-2022	(1,208,168.14)
Transferred to General Fund to reimburse for general government services - revenue replacement - FY 2022-2023	(1,105,602.57)
Transferred to General Fund to reimburse for general government services - revenue replacement - July 1, 2023 through June 30, 2024	(1,335,948.56)
Transferred to General Fund to reimburse for general government services - revenue replacement - July 1, 2024 through November 30, 2024	(374,752.23)
Investment earnings	176,287.22
American Rescue Plan Act Special Revenue Fund - Cash Balance 6/30/2025	\$ 176,287.22

**Town of Lewisville
June 30, 2025**

PRELIMINARY AND UNAUDITED

Capital Projects Funds - Since Inception								
Project	Revenue	Expenditures	Transfers In	Transfers Out	Investment Earnings	Loan Proceeds	Fund Balance 6/30/2025	Budget
Gateway Project Capital Project	2,883,206.28	(3,811,320.76)	1,810,901.90	(1,026,148.45)	143,361.03	-	(0.00)	\$ 4,094,108.90
Community Center Capital Project	100,000.00	(4,815,994.69)	2,947,137.00	-	26,626.87	2,000,000.00	257,769.18	\$ 4,947,137.00
Roundabout at Lewisville-Vienna Road and Robinhood Road Capital Project	602,657.65	(1,066,777.15)	2,254,052.22	-	67,723.96	-	1,857,656.68	\$ 2,801,485.00
Jack Warren Park Improvements	230,940.00	(591,871.46)	672,049.00	-	46,547.92	-	357,665.46	\$ 672,049.00
Lewisville-Vienna Multipurpose Path	-	-	353,291.00	(384,786.16)	31,495.16	-	0.00	\$ 1,766,453.00
Shallowford Road CMAQ Sidewalk	-	-	262,933.00	(282,820.61)	19,887.61	-	0.00	\$ 1,446,134.00
Great Wagon Road Improvements	-	-	1,924,545.62	-	114,050.57	-	2,038,596.19	\$ 8,141,999.34
Public Works Facility	-	(809,907.83)	899,325.47	-	20,056.00	-	109,473.64	\$ 1,000,000.00
Total	\$ 3,816,803.93	\$ (11,095,871.89)	\$ 11,124,235.21	\$ (1,693,755.22)	\$ 469,749.12	\$ 2,000,000.00	\$ 4,621,161.15	\$ 24,869,366.24



Lewisville Town Council
Briefing and Action Meeting Minutes
July 3, 2025 – 6:00 PM
Lewisville Town Hall 2nd Floor Conference Room
6510 Shallowford Road

1. Call to Order:

- a. Mayor Horn opened the meeting at 6:00 PM. In attendance were Mayor Mike Horn, Mayor Pro-Tem Melissa Hunt and Councilmembers Ivan Huffman, Tom Lawson, Monte Long, and Jane Welch. Also attending were Town Manager Stacy Tolbert, Town Clerk Angie Lord, Finance Director Pam Orrell, Public Works Director Jon Hanna, Planning Director Lynn Cochran, and Town Attorney Elliot Fus. Councilmember Ken Sadler was absent.
- b. Adoption of Agenda – Mayor Horn requested the agenda to be amended to include an item for a budget amendment regarding Janitorial Services. Councilmember Huffman moved to approve the agenda as amended. The motion was seconded by Councilmember Long and approved unanimously.

2. Items Requiring Council Direction

- a. I'm One of the Reasons Lewisville is a Great Place to Live nomination – Mayor Horn recommended Tom Fowler receive the *I'm One of the Reasons Lewisville is a Great Place to Live* award and explained his work in the restoration of the Historic Roller Mill along with continued efforts in Lewisville. Discussion ensued regarding Mr. Fowler's participation in various projects in Lewisville. Council consensus was to award this at the July meeting. *(A copy of Mr. Fowler's nomination form is herein incorporated into the minutes.)*
- b. Remote Meeting Policy/Procedures – Town Attorney Fus referenced previous policy revisions; explained state statutes regarding State of Emergency (SOE) requirements; outlined the University of North Carolina School of Government blog posts; and a memo from the Piedmont Authority for Regional Transportation (PART) board regarding remote participation. Discussion took place regarding clarity of laws, notifications, impacts at state and federal levels; and authority of the Town to declare a SOE. Attorney Fus recommended a policy revision to only allow remote participation in the event of a SOE as issued by the Governor, the General Assembly, the Mayor or Mayor Pro-Tem. Council consensus was to revise the Remote Participation Policy as recommended.
- c. Shallowford Square Playground – Town Manager Tolbert explained the need to remove the playground and trees at Shallowford Square due to the Right-of-Way for the Great Wagon Road; and spoke to the upcoming demolition of the current playground equipment. Town Manager Tolbert highlighted the possibility to relocate the trees; stated staff was seeking Council direction in moving forward with a new playground which would be an expense from the general fund; and direction on either relocating the mature trees or the plant new purchased trees. Discussion continued regarding efforts for a donation of playground equipment; communicative signage regarding the status of the playground; inclusivity of the future playground; general funds and financial standing; and potential parking areas. Public Works Director Jon Hanna shared photos to provide options of designed inclusive equipment. Council consensus was to move forward with the relocation of the trees; for staff to move forward on playground equipment research; and to return with recommendations in August. A budget amendment will be on the July 10, 2025 Town Council agenda for tree relocations for Council consideration.
- d. Mayor Mike Horn Amphitheater – Town Manager Tolbert stated the amphitheater was ready for use; and that Operations Manager Brian Moore had begun researching fees and rules associated with amphitheaters in other municipalities.

Councilmember Lawson left the meeting at 6:56 PM; and returned to the meeting at 6:59 PM.

Staff recommended setting up the fees and rules to begin reservations for revenue.

- e. Janitorial Services – Town Manager Tolbert explained Executive Cleaning was in year 2 of a 3 contract, but Executive Cleaning would be going out of business effective July 15, 2025. Town Manager Tolbert provided a breakdown of services provided in two contracts for cleaning Town Hall for \$9,120/year and cleaning the Annex, Galloway, the Square, and Jake Warren Park for \$16,842/year for a total of \$25,962. It was explained two quotes had been received since the notification with the lowest bid coming from B & I Cleaning Services, LLC with a bid at \$36,000/year, \$10,038 over the Fiscal Year 2025/2026 budgeted amount. The second bid was \$57,500, \$31,538 over the budgeted amount. Discussion ensued regarding services provided by the contractor and those covered by staff. Council consensus was to move forward with a contract with B & I Cleaning Services, LLC. A budget amendment will be on the July 10, 2025 Town Council agenda for consideration.

3. Items Requiring Action at Briefing

- a. Resolution 2025-023 – Directing Clerk to investigate annexation petition – 5394 Williams Road – Councilmember Lawson moved to approve Resolution 2025-023. The motion was seconded by Councilmember Welch and approved unanimously. *(Resolution 2025-023 is herein incorporated by reference into the minutes.)*

4. Administrative Reports

- a. Town Manager
 - i. Round-a-bout update – Town Manager Tolbert reported staff had received construction authorization for project U-6154 which is the Lewisville-Vienna/Robinhood Road Round-a-bout; that a supplemental agreement with the North Carolina Department of Transportation (NCDOT) had been signed which secured funding for the project; and stated original funding along with the reallocation of sidewalk funds, project funding would be \$4,707,188 in federal funds, \$1,176,797 in town matching funding, for a total project total of \$5,883,985.

Councilmember Huffman left the meeting at 7:08 PM; and returned at 7:09 PM.

Town Manager Tolbert explained next steps to contract negotiations with selected Volkert engineering firm; explained Kimley Horn, the firm used for project design, would assist with the bid phase; and projected mid-July for letting the project, opening bids in mid-August, and a construction start date in September.

- ii. Great Wagon Road update – Town Manager Tolbert stated Saturday work, lane closures, and flagging operations would start soon; wet utilities would take place in mid-December; and explained impacts to Shallowford Square.
- iii. School traffic safety update – Town Manager Tolbert highlighted meetings and discussions with Lewisville Elementary, NCDOT Municipal School Transportation Assistance Division, and the local NCDOT division to address traffic concerns and potential solutions. Town Manager Tolbert explained NCDOT programming for school traffic studies; and opportunities for school ground improvement funding up to \$750,000. Local NCDOT will work with the Town to discuss temporary solutions.
- iv. Resident Survey update – Town Manager Tolbert shared the resident survey closed on June 30th with a total of 691 responses. Staff will compile survey data; and plan to present at the August briefing meeting.
- v. Special Projects Review Committee procedures – Town Manager Tolbert clarified the Special Project Review Committee processes; explained the three-member committee as an advisory committee; and the requirements of full governmental body authorization of requests.

Councilmember Lawson left the meeting at 7:22 PM; and returned at 7:24 PM.

- b. Town Clerk
 - i. Board and Committee Vacancy and attendance discussions
 - 1. ECSC – Town Clerk Lord explained vacancies on the Environmental Conservation & Sustainability Committee; highlighted an ex-officio position on the committee and Charter residency guidelines; requested Council direction for open enrollment to fill vacancies; and the pleasure of Council regarding the ex-officio appointment. Discussion took place regarding the appointment; non-resident influences during deliberations; and combining of committees. Staff will research the ex-officio position; and report to Council.
 - 2. LBC – Town Clerk Lord shared concerns from the Lewisville Beautification Committee regarding excessive and consecutive absences from two committee members, Cynthia and Sonsera Kiger; explained staff and committee attempts to contact the members to no avail; stated staff sought direction for removal of the members based on the Charter attendance policies; and that staff would advertise for applications to fill the positions. Discussion took place regarding length of memberships; and the LBC's request. Town Clerk Lord stated a sample removal letter would be provided for consideration to Mayor Horn and Town Manager Tolbert. There will be an item placed on the July 10th Town Council agenda for consideration.
 - ii. Town Offices closed – July 4
 - iii. Camel City Yacht Club Concert – July 12
 - iv. National Night Out – August 5
- c. Public Works Director
 - i. Public Works facility update – Public Works Director Jon Hanna provided a brief update on the public works building progress; and outlined next steps for the project. Discussion took place regarding air conditioning issues at the Town Hall Annex.
 - ii. ECSC Guest Speaker – Director Hanna shared that guest speaker Town of Boone, Sustainability and Projects Manager, George Santucci would be presenting at ECSC meeting on July 8th; spoke to the committee's research for future sustainability options for the Town; and invited Council to attend the committee meeting.
- d. Planning Director
- e. UDO update – Planning Director Lynn Cochran provided a PowerPoint Presentation (PPP); outlined the projected Unified Development Ordinance (UDO) timeline; explained the purpose and goals associated with the updates; reviewed high level changes; explained Chapter A, C, and D changes; and spoke to significant Chapter B updates. Mayor Horn suggested a special called meeting dedicated for review of the UDO rewrite. It was the consensus of Council to schedule July 21, 2025 as a special called meeting for UDO discussions. *(The PowerPoint Presentation is herein incorporated by reference into the minutes.)*
- f. Operations Manager Update – Town Manager Tolbert shared the recent quarterly report for usage at the Mary Alice Warren Community Center. *(The Report is herein incorporated by reference into the minutes.)*

Mayor Horn declared a recess at 8:36 PM. Council reconvened at 8:40 PM with all members present except Councilmember Sadler.

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

- a. Consent Agenda
 - i. Resolution 2025-021– Financial statements for eleven months ended May 31, 2025
 - ii. Approval of Agenda Briefing minutes – June 5, 2025
 - iii. Approval of Regular Meeting minutes – June 12, 2025
 - iv. Approval of Closed Session minutes – June 12, 2025

- b. Introductions, Recognitions, Presentations and/or Proclamations
 - i. Presentation
 - a. Sheriff's Office – No report at this meeting.
 - c. Certificate of Achievement – "Excellence in Financial Reporting"
 - d. Old Business – No old business for this meeting.
 - e. New Business
 - i. Resolution 2025-022 – Set public hearing for Unified Development Ordinance Amendment (rewrite)
 - ii. Certificate of Sufficiency – Annexation request – 5394 Williams Road
 - iii. Resolution 2025-024 – Set public hearing for annexation request – 5394 Williams Road
 - iv. Resolution 2025-025 – Set public hearing for rezoning request – 5394 Williams Road
- v. **For the Good of the Order** – None
- vi. **Adjournment** – Councilmember Long moved to adjourn the meeting at 8:54 PM. The motion was seconded by Councilmember Huffman and approved unanimously.

Mike Horn, Mayor

ATTEST:

Angela Lord, Town Clerk



**Lewisville Town Council
Regular Meeting Minutes
July 10, 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, and Attorney Elliot Fuss.
- B. Invocation – Councilmember Sadler
- C. Pledge of Allegiance – Councilmember Long
- D. Adoption of Agenda – Mayor Horn requested the agenda be amended to postpone item 3. ii. to the August agenda. Town Clerk Angie Lord requested the additional of items 5. F., G. and H. Councilmember Lawson moved to approve the agenda as amended. The motion was seconded by Councilmember Long and approved unanimously.

2. Consent Agenda

- A. Resolution 2025-021– Financial statements for eleven months ended May 31, 2025
- B. Approval of Agenda Briefing minutes – June 5, 2025
- C. Approval of Regular Meeting minutes – June 12, 2025
- D. Approval of Closed Session minutes – June 12, 2025

Councilmember Huffman moved to approve the consent agenda. The motion was seconded by Councilmember Long and approved unanimously. (*Resolution 2025-021 is herein incorporated by reference into the minutes.*)

3. Introductions, Recognitions, Presentations and/or Proclamations

a. Presentations

- i. I'm One of the Reasons Lewisville is a Great Place to Live – Mayor Horn presented *I'm One of the Reasons Lewisville is a Great Place to Live* to Tom Fowler; highlighted Mr. Fowler's work at the Roller Mill; and commended his continued advocacy in the Town. Mr. Fowler voiced appreciation for the recognition.
- ii. Certificate of Achievement – "Excellence in Financial Reporting" – The item was postponed to the August 7, 2025 Town Council meeting.
- iii. Sheriff's Office – Sergeant Stringer shared recent call stats; and recognized Deputy Boggs.

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

4. Public Forum

- i. Matt Sin voiced concerns for Bills in the House and Senate; zoning controls; and commended Council, staff and the Sheriff's Office on the recent Street Party.
- ii. Corey Pendergrass voiced concerns with the upcoming annexation request; and liquor by the drink sales.

5. New Business

- A. Resolution 2025-022 – Set public hearing for Unified Development Ordinance Amendment (rewrite) – Town Manager Stacy Tolbert explained the rewrite of the Unified Development Ordinance (UDO); highlighted an upcoming Lewisville Town Council Special called meeting on July 21, 2025 at 6:00pm for further UDO review; Resolution 2025-022 to officially set the public hearing for the adoption of the new UDO; and shared a presentation of changes would be reviewed at the public hearing scheduled for August 14th, 2025 at 6:00pm in the Council Chamber. Discussion took place regarding public review and advertisement timelines; Statute requirements; and text amendments. Councilmember Huffman moved to approve Resolution 2025-022. The motion was seconded by Councilmember Long and motion passed unanimously. *(Resolution 2025-022 is herein incorporated by reference into the minutes.)*
- B. Ordinance 2025-019 – Amend Budget Ordinance 2025-001 to Increase the Appropriations for Janitorial Services by \$10,038 - Town Manager Tolbert explained the ordinance would amend budget ordinance 2025-001 to increase the appropriations for janitorial services of town facilities by \$10,038; stated the current contractor informed the Town of a business closure; and the budget amendment would be for the replacement to ensure services are continued uninterrupted. Town Manager Tolbert spoke to quotes for the service; and the selection of the lowest bidder. Councilmember Long moved to approve Ordinance 2025-19. The motion was seconded by Mayor Pro-Tem Hunt and motion passed unanimously. *(Ordinance 2025-019 is herein incorporated by reference into the minutes.)*
- C. Ordinance 2025-020 – Amend Budget Ordinance 2025-001 to Budget for Relocation of Crepe Myrtles in Shallowford Square in the Amount \$12,052 – Town Manager Tolbert explained the ordinance would amend budget ordinance 2025-001 for the relocation of crepe myrtle trees in Shallowford Square in the amount of \$12,052; the need for trees need to be relocated due to the construction of the Great Wagon Road; and shared cost included fees associated with removal of trees, replanting soil, and other relocation incidentals by a contractor. Town Manager Tolbert shared there would be an anticipated 3- 5-day on-site project; spoke to potential variabilities for the removal and replanting; highlighted Crepe Myrtles were a good transplant tolerant tree; reviewed an approximate cost of \$1200 - \$1500 per tree for purchase of new tree seedlings; an approximate cost of average size nursery tree and in-housing planting at \$500 per tree (\$4000 total) with a October to December plant time; shared the existing tree values at estimated \$3000 each (\$24,000 total); spoke to invested growth time of existing trees; and spoke to replacement of transplanted trees with a less expensive and smaller trees. Discussion took place regarding increased estimates from the Council briefing; resident and staff desires to preserve the trees; and shade benefits. Councilmember Huffman voiced concerns with percentage of success rate; additional cost to replace trees following the transplanting; and timing in moving the trees. Mayor Pro-Tem Hunt moved to approve Ordinance 2025-020. The motion was seconded by Councilmember Sadler. Mayor Horn, Mayor Pro-Tem Hunt, and Councilmembers Tom Lawson, Monte Long, Ken Sadler and Jane Welch voted in favor. Councilmember Huffman voted in opposition. Motion passed 6 – 2. *(Ordinance 2025-020 is herein incorporated by reference into the minutes.)*
- D. Resolution 2025-026 – Amend Remote Participation Policy – Town Manager Tolbert referenced remote meeting interpretations; review of the policy at the July 3, 2025 Town Council briefing;

stated Town Attorney Elliot Fus had advised Council to only hold remote meetings under a state of emergency; and stated it had been consensus of Council at the briefing to amend the remote participation policy to reflect:

- 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 GS 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.

Town Manager Tolbert explained the resolution for consideration reflected the amendments of the policy as discussed. Attorney Fus echoed discussions at the Briefing; and reiterated the advisement to Council. Councilmember Huffman moved to approve Resolution 2025-026. The motion was seconded by Councilmember Welch and motion passed unanimously. *(Resolution 2025-026 is herein incorporated by reference into the minutes.)*

- E. Lewisville Beautification Committee (LBC) Member Dismissal – Town Clerk Angie Lord explained former Clerk, Dora Moore had been notified of the consecutive absences of Cynthia and Sonsera Kiger; attempts by former Clerk Moore and the LBC to contact the Kiger's to no avail; and stated the LBC and staff was seeking Council action to dismiss Cynthia and Sonsera Kiger from the committee due to quorum concerns; and requested Council to direct the Town Clerk to advertise for applicants in order to fill the positions. Councilmember Long moved to dismiss Cynthia Kiger and Sonsera Kiger from the Lewisville Beautification Committee. The motion was seconded by Councilmember Huffman and passed unanimously.
- F. Certificate of Sufficiency – Annexation request – 5394 Williams Road – Town Clerk Lord outlined an annexation petition for property located at 5394 Williams Road which is approximately 24 acres; an area described as noncontiguous to the Town of Lewisville's primary corporate limits; and stated this would be a satellite annexation. Town Clerk Lord stated the petition had been investigated and certified; verification of the property owners signatures had been completed with the property owners listed as Bradley Ross, Jenny Chapman, Susan Chapman, and Joshua Shore; the property could be no more than 3 miles from the primary corporate boundary with this property being approximately 1 mile.; and confirmed the property could not exceed 10% of the size of the primary corporate limits, with this property being about 0.75%. Councilmember Sadler moved to accept the certificate of sufficiency on the annexation request for 5394 Williams Road. The motion was seconded by Councilmember Lawson and passed unanimously. *(Certificate of Sufficiency is herein incorporated by reference into the minutes.)*
- G. Resolution 2025-024 – Set public hearing for annexation request – 5394 Williams Road – Town Manager Tolbert explained the need to set a public hearing for an annexation request of 5394 Williams Road.; and stated the public hearing would be for August 14, 2025 at 6pm in the Council Chamber. Mayor Horn inquired about an annexation for liquor licenses to which Town Attorney Fus stated he would research; and clarified the items tonight for calling the public hearings. Councilmember Welch moved to approve Resolution 2025-024. The motion was seconded by Councilmember Long and passed unanimously. *(Resolution 2025-024 is herein incorporated by reference into the minutes.)*
- H. Resolution 2025-025 – Set public hearing for rezoning request – 5394 Williams Road – Town Manager Tolbert explained the resolution was in conjunction with the previous item; the annexation and zoning process; stated the need to set a public hearing for the rezoning of 5394 Williams Road from Agricultural & Yadkin River Conservation districts of Forsyth County to Agricultural & Yadkin River Conservation districts of Lewisville; and stated the public hearing would be for August 14, 2025 at 6pm in the Council Chamber. Councilmember Huffman moved to approve Resolution 2025-025. The motion was seconded by Councilmember Sadler and passed unanimously. *(Resolution 2025-025 is herein incorporated by reference into the minutes.)*

6. Administrative Reports

A. Upcoming events and closings

- A. Camel City Yacht Club Concert – July 12 from 7pm – 9pm
- B. National Night Out – August 5 from 6pm – 8pm
- C. Blood Drive at Mary Alice Warren Community Center (MAWCC) – August 6 from 1pm – 5:30 pm

B. Clerk Report

- i. Environmental, Conservation & Sustainability Committee vacancies – Town Clerk Lord shared following the resignation received by Chelsea Blount, it was brought to staff's attention there were two vacancies on the committee; stated staff had advertised the openings in the Lewisville Citizen paper; and that an email would be sent to the sunshine list with application information.

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 – Town Manager Tolbert stated Council approved Resolution 2025-023 directing the Clerk to investigate an annexation petition received under NCGS 160A-31 and 160A-58.1 for 5394 Williams Road.

ii. For the Good of the Order

- a. Public comments – There were no public speakers.
- b. Council comments
 - i. Discussion took place regarding closure of the Fiscal Year Budget 2024-2025; and excessive expenditures.
 - ii. Mayor Horn commended Communications Specialist Veronica Leasure on implementation of weekly Facebook updates.

iii. Adjournment – Councilmember Long moved to adjourn the meeting at 6:55 PM. The motion was seconded by Councilmember Lawson and motion passed unanimously.

ATTEST:

Mike Horn, Mayor

Angela Lord, Town Clerk



**Lewisville Town Council
Special Meeting Minutes**

July 21, 2025 – 6:00 PM

**Lewisville Town Hall 2nd Floor Conference Room
6510 Shallowford Road**

1. Call to Order:

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

2. Items of Discussion

Unified Development Ordinance (UDO) Review (rewrite) – Planning Director Lynn Cochran provided a handout referencing edits to the UDO since the July 3, 2025 Council briefing. Discussion took place regarding developer community meeting reports; a definitions list; State and federal guidelines; affordable housing; sidewalk requirements; neighborhood connectivity; Greenway incentives; and removal of “payment in lieu of” language.

Mayor Horn requested staff research community meeting and reporting requirements. Mayor Pro-Tem Hunt request a complete definition list; and sidewalk requirement consistencies.

Councilmember Huffman left the meeting at 6:57 PM; and returned at 6:58PM.

Discussion continued regarding frontage sidewalks; residential developments; conditional zonings; accessory dwelling units (ADU’s); land use laws; rental property ordinances; enforceability concerns; the need for balance and diversity; housing and market factors; and subsidizing options. Mayor Horn confirmed the goal would be to protect home value, identify rental options, and to avoid wholesale rental neighborhoods.

Councilmember Lawson requested staff to research rental ordinances.

Mayor Horn declared a recess at 7:28 PM. Council reconvened at 7:39 PM with all Councilmembers in attendance.

Mr. Cochran outlined Tree Preservation Rules. Concerns were raised regarding development interference; and rendering plots undevelopable. Mayor Pro-Tem Hunt suggested staff research Arbor Day Foundation Tree City resources. Mayor Horn spoke to the prevention of clear-cutting parcels. It was the consensus of Council to leave current Tree Preservation language; and for staff to return at a later date with innovate language for text amendments.

Mr. Cochran continued by reviewing Open Space preservation. Discussion ensued regarding conflicting documents referring to pools as an open space. It was the consensus of Council to remove the open space language; and for staff to earmark the section to address in the future.

Mayor Horn voiced concerns regarding dual entrance requirements; street façade; and requested staff plan for a review of the Downtown Overlay. It was the consensus of Council to retain back wall façade requirements.

Discussion continued regarding driving range and golf course lighting requirements; social districts; potential church property zoning requirements; traffic concerns; and special use permits. *(Handout is herein incorporated by reference into the minutes.)*

Mr. Cochran explained an UDO review at the August 7th Council briefing; and a public hearing and Council consideration of adoption on August 14th.

- i. **Adjournment** – Councilmember Long moved to adjourn the meeting at 8:38 PM. The motion was seconded by Councilmember Welch and motion passed unanimously.

ATTEST:

Mike Horn, Mayor

Angela Lord, Town Clerk

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

LEWISVILLE CIVIC CLUB SINCE 1945 SOME COMMUNITY GOOD WORKS

- **Chartering organization for Boy Scouts since organizing.**
 - **Sponsored the building of a scout hut on the Baptist Church property that was also shared with the Girl Scout troops.**
- **Started planning a gymnasium to be attached to the old school building (now Lewisville Elementary).**
 - **When the old school building burned, convinced the superintendent to rebuild the school to service the Lewisville and surrounding areas.**
- **Saw the need for administrative improvements in the school system and county boards such as conducting audits on school funds, increasing the number of County Board of Education members, increasing the number of County Commissioners.**
 - **These concerns were made into law.**
- **Paved various roads in and around the Lewisville area:**
 - **From Vienna to Clemmons Road**
 - **West Bend Road**
 - **Lasater Lake Road**
 - **Styers Ferry Road**
 - **Williams Road and Grapevine Road**
 - **Paved road into school**
- **Other road improvements:**
 - **Kinney, Lasley and Dull Roads**
 - **Widening Reynolds Creek Bridge and Muddy Creek Bridge**
 - **Road signs showing direction to Lewisville placed at intersection of Styers Ferry Road and Clemmons Road (now Lewisville-Clemmons Road) and at Vienna Road**
- **In 1948, started publication of the *Lewisville Citizen* to keep the community informed. (The town took over publication once it was incorporated in 1991.)**
- **In 1950, organized softball league which continued until 2008.**
 - **Managed by member Bud Fulton.**
 - **Sponsored senior softball program.**
 - **Organized the Bud Fulton Memorial Softball Tournament in 2013.**
- **In 1951, formed the Lewisville volunteer fire department and raised money to purchase fire equipment.**
 - **Since its formation, has provided financial and equipment support including the purchase of a fire prevention training trailer purchased in 1998.**
- **Secured better telephone service for Lewisville.**
- **In 1962, raised money to build a home for a victim of multiple sclerosis.**

- **Sponsored summer recreation programs and horse shows. (16 years)**
- **Erected first “*Welcome to Lewisville*” signs.**
- **Sponsored placement of early street lights.**
- **Sponsored building of the G. Galloway Reynolds Community Center including making a \$20,000 donation.**
 - **(Gave the building to the Town of Lewisville in 1993.)**
- **Organized the effort to incorporate Lewisville in 1991.**
- **Provides annual scholarship to high school seniors for college since 1996. (Currently 3 scholarships - \$1500 each)**
- **Held annual charity golf tournament since 2006 to support the club’s charitable donations.**
- **Pledged and paid \$50,000 toward building of Shallowford Square.**
- **Co-sponsors annual tree lighting with Town of Lewisville.**
- **Sponsors Lewisville Christmas Parade. (2025 will celebrate 40 years)**
- **Supported Lewisville Lawn Party.**
- **Sponsored first celebration of Fourth of July in 2000 until Town of Lewisville took over in 2003.**
- **Sponsors candidates forum for local elections (odd years).**
- **Provides emergency needs for families in emergencies such as fire and flooding.**
- **Provided grants to Lewisville Elementary School to assist teachers in their needs.**
- **Provide grants to Girl Scout troops**
- **Organized a youth group - Young Citizens in Action - as part of the membership (lasted about 5 years)**
- **Donated \$20,000 to purchase books, art, and other needs to the Forsyth County Lewisville Branch Library for the newly built building. (2007)**
- **Gave bleachers to Town for Jack Warren Park (2008)**
- **Sponsored a World War II veteran’s attendance in the Triad Flight of Honor (2010)**
- **Co-sponsored the Blue Star memorial plaque honoring veterans at Shallowford Square Veteran’s Memorial**

- **Contributed to the Historic Nissen House**
- **Donate to LCAP annually (Lewisville Community Assistance Program)**
- **Donated \$8,500.00 to Samaritan's Purse for Hurricane Helene relief**

LEWISVILLE CIVIC CLUB PRESIDENTS

Z. VANCE WILLIAMS	1945-	J. R. FARMER	1993
	1946	W. H. WHITEHEART	1994
G. G. REYNOLDS	1947	R. L. CONLEY	1995
FRANK T. WILLIAMS	1948	KENNETH KING	1996-
JOHN S. WILLIAMS	1949		1998
R.V. MARTIN	1950	JOE ESKRIDGE	1999
W. P. MESSICK	1951	TOM LAWSON	1999-
PAUL JENNINGS	1952		2000
GARLAND STAFFORD	1953	MARK McCLELLAND	2001
SAM NEEDHAM	1954	JOYCE WALKER	2002
FLOYD W. HAUSER	1955	JOE SCALES	2003
TOM PRATT	1956	TOM LAWSON	2004
L. H. ALLCORN	1957	LARRY MORRIS	2005
DR. JIM HAMPTON	1958	ED RACHLIN	2006
FRANCIS McMORDIE	1959	BARBARA MOSER	2007
JIMMY DOUB	1960	JOYCE WALKER	2008-
RICHARD WAGNER	1961		2009
GRAY MOCK	1962	JERRY FARMER	2010
R. V. MARTIN	1963	JEFF YORK	2011
BYRON MASON	1964	TOM WALDREP	2012
GILMER BINKLEY	1965	LARRY MORRIS	2013-
GRADY McClAMROCK	1966		2018
HORACE MOSER	1967	BRIAN SHUMACK	2019-
RALPH STEWART	1968		2022
BENNETT BLACK	1969	JON BEELER	2023-
BOB KEPLEY	1970		
J. O. WILSON	1971		
DAVID ROCK	1972		
LEO HARRELL	1973		
J. O. WILSON	1974		
JIM ARNOLD	1975		
LEO HARRELL	1976		
EUGENE PERRYMAN	1977		
TOM VOSS	1978		
MIKE JONES	1979		
JOHN REDDING	1980		
RALPH STEWART	1981		
TOM VOSS	1982		
FRANK FOSTER	1983		
PHILIP HENDRIX	1984		
LEO HARRELL	1985		
TED DOWELL	1986		
FRANK FOSTER	1987		
DAN JENNINGS	1988		
CHARLES HAUSER	1989-		
	1991		
DAVID C. NASH	1992		



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

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.



**ORDINANCE 2025-021 OF THE LEWISVILLE TOWN COUNCIL
AMENDING THE UNIFIED DEVELOPMENT ORDINANCE (UDO)
ORDINANCE REWRITE**

WHEREAS, the Lewisville Planning Board (Board) held a legislative hearing on June 11, 2025 to consider amending the Lewisville UDO, during which the Board accepted public comments; and,

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

WHEREAS, the Lewisville Town Council held a legislative hearing on August 14, 2025 to consider amending the Lewisville UDO, during which they accepted public comment.

NOW THEREFORE, BE IT RESOLVED BY THE LEWISVILLE TOWN COUNCIL that the Unified Development Ordinance (UDO) is amended in the document that can be found at https://library.municode.com/nc/lewisville/codes/unified_development_ordinance, a record of which is available from the Office of the Town Clerk.

Adopted this the 14th day of August 2025 by the Lewisville Town Council.

ATTEST:

Mike Horn, Mayor

Angela Lord, Town Clerk



**ORDINANCE 2025-022 ANNEXING TERRITORY TO THE CORPORATE LIMITS OF
THE TOWN OF LEWISVILLE TO INCLUDE PROPERTY LOCATED AT
5394 WILLIAMS ROAD**

WHEREAS, the Town of Lewisville has been petitioned under NCGS 160A-31 and 160A-58.1 (non-contiguous) to annex the hereinafter-described territory and is hereby annexed to the Town of Lewisville; and,

WHEREAS, the Lewisville Town Council has by resolution directed the Town Clerk to investigate the sufficiency of the petition requesting annexation of property known as 5394 Williams Road into the Town of Lewisville; and,

WHEREAS, the Town Clerk has certified the sufficiency of the petition and a public hearing on the question of annexation was held at the Lewisville Town Hall, 6510 Shallowford Road, at 6 PM on Thursday, August 14, 2025 after due notice by the Winston-Salem Journal on Thursday, July 24, 2025;

WHEREAS, the Lewisville Town Council finds that the petition meets the requirements of NCGS 160A-31 and 160A-58.1.

NOW, THEREFORE, BE IT ORDAINED BY THE LEWISVILLE TOWN COUNCIL that:

Section 1. By virtue of the authority granted by NCGS 160A-31 and 160A-58.1, the following described territory is hereby annexed and made part of the Town of Lewisville as of August 14, 2025:

PIN 5855-44-9745 – 5394 Williams Road
24.11 acres +/-

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

OFFICIAL METES AND BOUNDS FOLLOW:

TRACT 1:

BEING KNOWN AND DESIGNATED as NEW TRACT, containing 0.91832 acres, more or less, as shown on a plat entitled Dickinson Bayou Real Estate Company and recorded in Plat Book 73 at Page 18 in the office of the Register of Deeds of Forsyth County, North Carolina, to which map reference is hereby made for a more particular description.

TRACT 2:

BEGINNING AT AN IRON STAKE IN THE CENTER OF WILLIAMS ROAD (FORMERLY OLD SHALLOWFORD ROAD) IN THE ORIGINAL NORTH LINE OF TRACT #5, BEN D. HAUSER ESTATE PROPERTY (DAVIS GRIFFIN PROPERTY); RUNNING THENCE WITH THE CENTER OF SAID ROAD THE FOUR FOLLOWING COURSES: S. 43° 50' W. 244.8 FT TO AN IRON STAKE, S. 58° 27' W. 776 FT TO AN IRON STAKE, S. 56° 33' W. 181.9 FT TO AN IRON STAKE S. 42° 03' W. 339.2 FT TO AN IRON STAKE A CORNER IN THE NEW EAST LINE OF THE A.F. HAUSER PROPERTY, THENCE WITH THE NEW EAST LINE OF SAID HAUSER PROPERTY THE FOUR FOLLOWING COURSES: N 46° 38' W. 80 FT TO AN IRON STAKE, N 12°24' W. 163.7 FT TO AN IRON STAKE N. 32° 13' W. 104.6 FT TO AN IRON STAKE, N. 22° 10' E. 73.9 FT TO AN IRON STAKE THE NORTHEAST

CORNER OF THE A.F. HAUSER PROPERTY IN THE NORTH LINE OF TRACT #3 (B.D. HAUSER ESTATE); THENCE WITH THE NORTH LINE OF THE A.F. HAUSER PROPERTY N 87°39' W. 1169.9 FT TO A GRANITE MONUMENT IN AN EAST LINE OF THE JAMES E. MESSICK PROPERTY; THENCE WITH THE EAST LINE OF SAID JAMES E. MESSICK PROPERTY N. 0° 53' 470 FT TO A GRANITE MONUMENT IN A SOUTH LINE OF SAID JAMES E. MESSICK PROPERTY; THENCE WITH THE SOUTH LINE OF SAID JAMES E. MESSICK PROPERTY THE THREE FOLLOWING COURSES: S. 87° 58' E. 1021 FT TO A GRANITE MONUMENT, S. 75° 24' 269.9 FT. TO A GRANITE MONUMENT AT N. 75° 53' E. 445.7 FT. TO A GRANITE MONUMENT A SOUTHWEST CORNER OF W. B. HAUSER PROPERTY; THENCE WITH THE SOUTH LINE OF W.B. HAUSER PROPERTY, FORMERLY THE SOUTH LINE TRACT #1, B.D. HAUSER ESTATE AND FALLING IN WITH THE NORTH LINE OF TRACT #5, THE TWO FOLLOWING COURSES: S. 87° 52' E. 293.9 FT. TO AN IRON STAKE, S. 87° 39' E. 508.2 FT. TO THE PLACE OF BEGINNING, CONTAINING 27.12 ACRES MORE OR LESS. BEING KNOWN AND DESIGNATED AS THE SOUTHEAST PORTION OF TRACT #2, A NORTH PORTION OF TRACT #3 AND NORTHEAST PORTION OF TRACT #5, LYING ON THE WEST SIDE OF WILLIAMS ROAD (FORMERLY OLD SHALLOWFORD ROAD) OF THE BEN D. HAUSER ESTATE PROPERTY. BEING KNOWN AND DESIGNATED AS A PORTION OF THE THOMAS W. DAVIS PROPERTY RECORDED IN DEED BOOKS 394 PAGE 64, 394 PAGE 113, 394 PAGE 139, 398 PAGE 65, 422 PAGE 257, OFFICE OF REGISTER OF DEEDS, FORSYTH COUNTY, NC., EXCEPT A 1.95 ACRE TRACT OF LAND OFF THE WESTERN END OF THE ABOVE DESCRIBED TRACT, WHICH WAS PREVIOUSLY CONVEYED TO JAMES E. MESSICK AND WIFE RACHEL H. MESSICK, AS SHOWN IN DEED BOOK 710.

Section 3. Upon and after August 14, 2025, the above described territory shall be subject to all debts, laws, ordinance and regulations in force in the Town of Lewisville and shall be entitled to the same privileges and benefits as other parts of the of the Town of Lewisville. Said territory shall be subject to municipal taxes according the NCGS 160A-58.10.

Section 4. The Mayor of the Town of Lewisville shall cause to be recorded in the office of the Forsyth County Register of Deeds and the office of the North Carolina Secretary of State an accurate map of the annexed territory, described in Section 1 above, together with a duly certified copy of the ordinance. Such map shall also be delivered to the Forsyth County Board of Elections as required by NCGS 163-288.1.

Adopted this the 14th day of August 2025 by the Lewisville Town Council.

ATTEST:

Angela Lord, Town Clerk

Mike Horn, Mayor



STAFF REPORT

ITEM:	L-113 WESTBEND ANNEXATION & REZONING
SUBJECT:	ANNEXING & REZONING A (+/-) 24.08 ACRE PARCEL OF LAND FROM AG & YR (FORSYTH COUNTY) TO AG & YR (LEWISVILLE)
PREPARED BY:	LYNN COCHRAN, PLANNING DIRECTOR
DATE SUBMITTED:	JULY 31, 2025

BACKGROUND/SUMMARY:

L-113, Westbend: rezoning the property located at 5394 Williams Rd from Agricultural (AG) and Yadkin River Conservation (YR) (Forsyth County) to Agricultural (AG) and Yadkin River Conservation (YR) (Lewisville).

This rezoning is accompanied by a request for annexation into the town limits of Lewisville.

STAFF RECOMMENDATION AND REQUESTED ACTION:

Staff recommends approval of the rezoning request. The Planning Board voted unanimously (5-0) to recommend approval of the rezoning request during its regularly scheduled meeting July 9, 2025

FISCAL IMPACT:

ATTACHMENT(S):

Town Council Agenda Packet for L-113 Westbend Annexation & Rezoning

AGENDA ITEM

LEWISVILLE PLANNING BOARD

L-113: A request for rezoning from Agricultural & Yadkin River (Forsyth County) to Agricultural & Yadkin River Conservation (Lewisville).

Applicant: Westbend Holdings LLC

Tax PIN: 5855-44-9745

Location: 5394 Williams Rd



Size and Location of the Parcel(s): this property measures (+/-) 24.08 acres according to the Forsyth County Tax Map, located approximately 2.5 miles west-southwest of the contiguous western limits of the Town of Lewisville. It is designated as a bona fide farm. The parcel is the western portion of the former Westbend Vineyard property. The proposed rezoning is accompanied by a request for annexation into the town limits of Lewisville.

Property Site: Currently, there are several buildings located on the property that were formally used as part of the Westbend Vineyards operation.

Immediate & General Area: Incendiary Brewing & Winery is located immediately to the east of this property. This property is located in a rural area of the county featuring very low-density residential development, farmlands, wooded lands and open areas. The entire periphery of the property is surrounded by a (+/-) 250-acre tract of land owned in conservation by the State of North Carolina.

Environmental Features: This property is located within the Yadkin River WS IV Watershed.

Utilities: This property is currently served by public water and private septic facilities.

Access: The subject property is served by direct access to Williams Rd, designated as a minor thoroughfare by the Winston-Salem Urban Area Metropolitan Planning Organization *Comprehensive Transportation Plan* (CTP) map.

Comprehensive Plan: The *Lewisville Tomorrow Comprehensive Plan* designates the areas of Lewisville located closest to this property as the Rural Residential place type. 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. Special consideration should be given to protect areas covered by the Yadkin River Conservation District. (p. 77)

Members of the Planning Board

Mike Mulligan, Chair | Phillip May, Vice Chair

Lynn Fulton, Rob Herald, Marc Maready, Don McClain, Sarah Van Huis

Consistency & Reasonableness Considerations:

1. *Consistency*. This application is found to be consistent with *the Lewisville Tomorrow Comprehensive Plan* because:
 - Those areas of Lewisville located closest to the subject property are designated as the rural residential place type.
 - Agricultural uses are identified as a key component of the Rural Residential place type.
2. *Reasonableness*. This application is found to be reasonable and in the public interest, based on the following factors
 - Measuring (+/-) 24.08 acres in total, the size of this property is typical of the area.
 - Rezoning from AG & YR (Forsyth County) to AG & YR (Lewisville) will allow extremely similar, if not identical uses.

Staff Analysis & Recommendation: *As described in NC § 160D-202(g): When a city annexes, or a new city is incorporated in, or a city extends its jurisdiction to include, an area that is currently being regulated by the county, the county development regulations and powers of enforcement shall remain in effect until (i) the city has adopted such development regulations or (ii) a period of 60 days has elapsed following the annexation, extension, or incorporation, whichever is sooner. Prior to the transfer of jurisdiction, the city may hold hearings and take any other measures consistent with G.S. 160D-204 that may be required in order to adopt and apply its development regulations for the area at the same time it assumes jurisdiction.*

Staff finds the application to be complete and ready for board consideration. Staff finds the request to be consistent with the intents and descriptions of the *Comprehensive Plan* in the Rural Residential place type. Additionally, staff finds the request to be reasonable when considering all relevant factors.

Thus, staff recommends approval of zoning map amendment L-113, a request for rezoning from Agricultural & Yadkin River (Forsyth County) to Agricultural & Yadkin River Conservation (Lewisville).

During its regularly scheduled meeting July 9, 2025 the Lewisville Planning Board voted unanimously to recommend approval of this rezoning.

Members of the Planning Board

Mike Mulligan, Chair | Phillip May, Vice Chair
Lynn Fulton, Rob Herald, Marc Maready, Don McClain, Sarah Van Huis



LEWISVILLE PLANNING DEPARTMENT

6510 Shallowford Road | P.O. Box 547
Lewisville, NC 27023-0547
Voice 336-945-5558 | FAX 336-945-5531

REZONING APPLICATION

(ZONING MAP AMENDMENT APPLICATION)

Application Date 5/15/25
Property Address 5493 Williams Road, Lewisville NC 27023
Tax PIN(s) 5855-44-9745
Existing Zoning Agricultural (AG) – Forsyth County & Yadkin River (YR) – Forsyth County
Proposed Zoning Agricultural (AG) – Lewisville & Yadkin River (YR) Lewisville
Acreage Requested for Rezoning: (+/-) 24.08

Owner(s) Bradley Ross
Mailing Address 451 N Eugene St. Apt. 1K Greensboro NC 27401
Telephone (336) 687-1182 email Brad.Ross12@icloud.com

Applicant(s) (if different) _____
Mailing Address _____
Telephone _____ email _____

I, Bradley Ross, owner (trustee, executor, etc.) of the property denoted by Forsyth County Tax PIN(s) 5855-44-9754, request that the property be granted a rezoning from Agricultural (AG) - Forsyth County & Yadkin River (YR) – Forsyth County to Agricultural (AG) – Lewisville & Yadkin River (YR) - Lewisville. I understand that this is a general use rezoning; it is permanent and will run with the land. I feel this will serve my best interests.

Bradley D. Ross
Owner Signature

Applicant Signature

Staff Signature

File# _____

Fee Paid _____



LEWISVILLE PLANNING DEPARTMENT

6510 Shallowford Road | P.O. Box 547
Lewisville, NC 27023-0547
Voice 336-945-5558 | FAX 336-945-5531

REZONING APPLICATION

(ZONING MAP AMENDMENT APPLICATION)

Application Date 5/15/25
Property Address 5493 Williams Road, Lewisville NC 27023
Tax PIN(s) 5855-44-9745
Existing Zoning Agricultural (AG) – Forsyth County & Yadkin River (YR) – Forsyth County
Proposed Zoning Agricultural (AG) – Lewisville & Yadkin River (YR) Lewisville
Acreage Requested for Rezoning: (+/-) 24.08

Owner(s) Joshua James Shore
Mailing Address 5350 East Old US 421 Hwy East, East Bend NC 27018
Telephone 336-681-4772 email Westbnd5394@gmail.com

Applicant(s) (if different) _____
Mailing Address _____
Telephone _____ email _____

I, Joshua James Shore, owner (trustee, executor, etc.) of the property denoted by Forsyth County Tax PIN(s) 5855-44-9754, request that the property be granted a rezoning from Agricultural (AG) – Forsyth County & Yadkin River (YR) – Forsyth County to Agricultural (AG) – Lewisville & Yadkin River (YR) – Lewisville. I understand that this is a general use rezoning; it is permanent and will run with the land. I feel this will serve my best interests.

Joshua James Shore
Owner Signature

Applicant Signature

Staff Signature

File# _____

Fee Paid _____



LEWISVILLE PLANNING DEPARTMENT

6510 Shallowford Road | P.O. Box 547
Lewisville, NC 27023-0547
Voice 336-945-5558 | FAX 336-945-5531

REZONING APPLICATION (ZONING MAP AMENDMENT APPLICATION)

Application Date 5/15/25
Property Address 5493 Williams Road, Lewisville NC 27023
Tax PIN(s) 5855-44-9745
Existing Zoning Agricultural (AG) – Forsyth County
Proposed Zoning Agricultural (AG) - Lewisville
Acreage Requested for Rezoning: (+/-) 24.08

Owner(s) Jerry Chapman
Mailing Address 4787 Merlot Dr. Rockledge FL 32955
Telephone 336-408-8140 email stc411a@gmail.com

Applicant(s) (if different)

Mailing Address

Telephone _____ email _____

I, Jerry Chapman, owner (trustee, executor, etc.) of the property denoted by Forsyth County Tax PIN(s) 5855-44-9754, request that the property be granted a rezoning from Agricultural (AG) - Forsyth County to Agricultural (AG) - Lewisville. I understand that this is a general use rezoning; it is permanent and will run with the land. I feel this will serve my best interests.

Jerry Chapman

Owner Signature

Applicant Signature

File# _____

Fee Paid _____



LEWISVILLE PLANNING DEPARTMENT

6510 Shallowford Road | P.O. Box 547
Lewisville, NC 27023-0547
Voice 336-945-5558 | FAX 336-945-5531

REZONING APPLICATION

(ZONING MAP AMENDMENT APPLICATION)

Application Date 5/15/25
Property Address 5493 Williams Road, Lewisville NC 27023
Tax PIN(s) 5855-44-9745
Existing Zoning Agricultural (AG) – Forsyth County
Proposed Zoning Agricultural (AG) - Lewisville
Acreage Requested for Rezoning: (+/-) 24.08

Owner(s) Susan Chapman
Mailing Address 4787 Merlot Drive Rockledge FL. 32955
Telephone 336-287-3345 email stchapman@aol.com

Applicant(s) (if different)

Mailing Address _____

Telephone _____ email _____

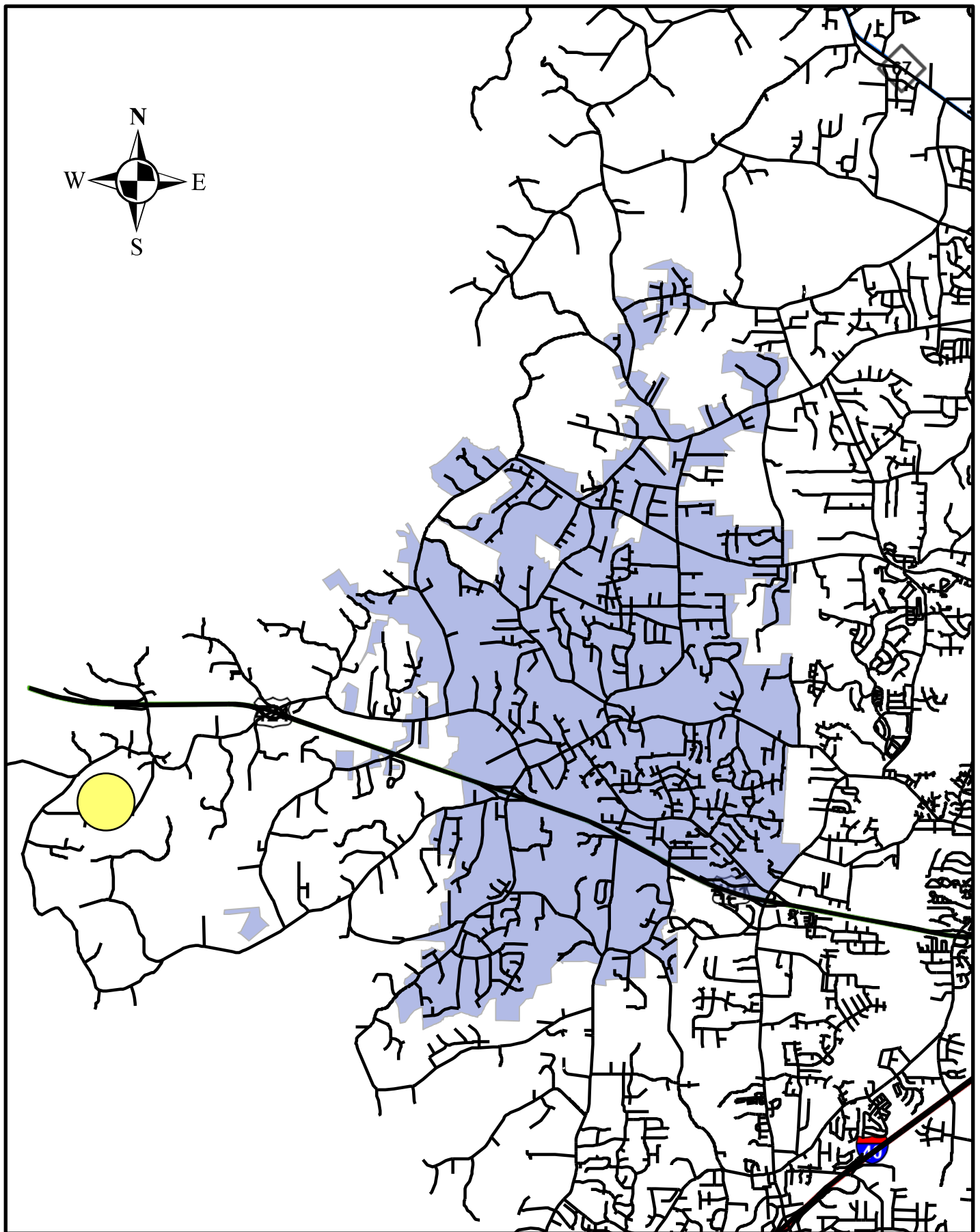
I, Susan Chapman, owner (trustee, executor, etc.) of the property denoted by Forsyth County Tax PIN(s) 5855-44-9754, request that the property be granted a rezoning from Agricultural (AG) - Forsyth County to Agricultural (AG) - Lewisville. I understand that this is a general use rezoning; it is permanent and will run with the land. I feel this will serve my best interests.

Susan Chapman
Owner Signature Applicant Signature

File# _____

Fee Paid _____

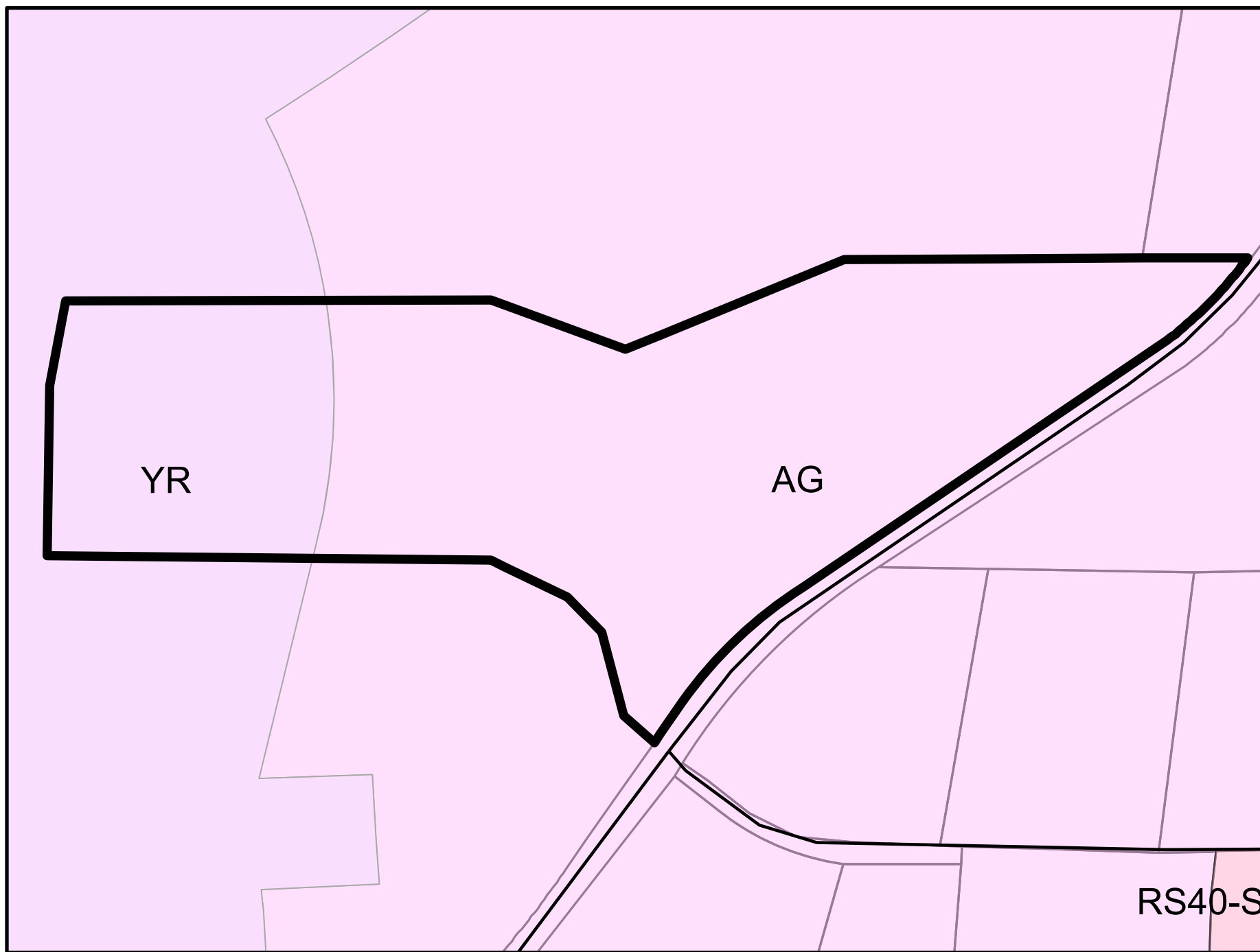
L-113 WESTBEND VICINITY MAP



0 0.5 1 2 Miles



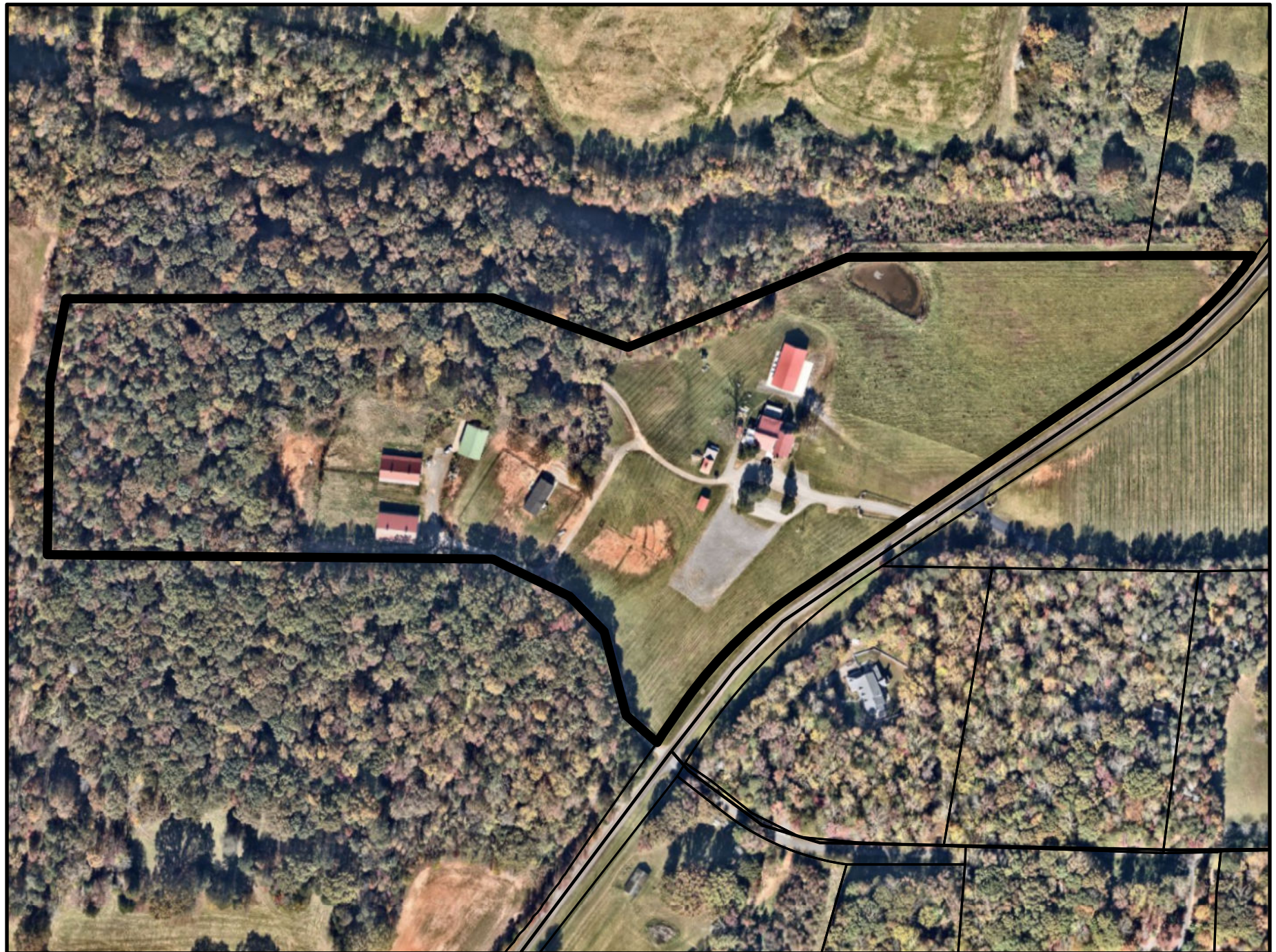
L-113 WESTBEND ZONING MAP



0 125 250 500 Feet



L-113 WESTBEND AERIAL MAP



0 125 250 500 Feet

A horizontal scale bar with four major tick marks labeled 0, 125, 250, and 500 Feet. There are also smaller tick marks between the major ones, indicating increments of 62.5 feet.



TOWN OF LEWISVILLE PLANNING CONSISTENCY AND REASONABLENESS DETERMINATIONS

The Town Council has reviewed **Zoning Map Amendment L-113**, rezoning from Agricultural & Yadkin River (Forsyth County) to Agricultural & Yadkin River Conservation (Lewisville). As required by NCGS § 160D, the Board makes the following findings:

1. The proposed action is found to be consistent with the adopted *Lewisville Comprehensive Plan* because:
 - Those areas of Lewisville located closest to the subject property are designated as the rural residential place type.
 - Agricultural uses are identified as a key component of the Rural Residential place type.
2. The proposed action is found to be reasonable because:
 - Measuring (+/-) 24.08 acres in total, the size of this property is typical of the area.
 - Rezoning from AG & YR (Forsyth County) to AG & YR (Lewisville) will allow extremely similar, if not identical uses.



TOWN OF LEWISVILLE PLANNING DRAFT MOTION TO APPROVE OR DENY

APPROVE

"I move to APPROVE this request based upon the Consistency & Reasonable Determinations Statements that are included in the Board agenda packet as may be amended."

DENY

"I move to DENY this request based upon the Consistency & Reasonable Determinations Statements that are included in the Board agenda packet as may be amended."

BOOK **76** PAGE **86**

FORSYTH COUNTY REGISTER OF DEEDS PLAT REGISTRATION

FILED FOR REGISTRATION AT 3:15 O'CLOCK P. M.THIS THE 25 DAY OF August 2022AND RECORDED IN PLAT BOOK 76 PAGE 86FILING FEE PAID: TWENTY-ONE DOLLARS
LYNNE JOHNSON, REGISTER OF DEEDSBY: Clara Deke
ASSISTANT / DEPUTY

FORSYTH COUNTY, NORTH CAROLINA

SURVEYOR CERTIFICATION FOR CLOSURE
I, THOMAS A. RICCIO, CERTIFY THAT THIS PLAT WAS DRAWN FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DESCRIPTION RECORDED IN DEED BOOK , PAGE ; THAT THE RATIO OF PRECISION AS CALCULATED EXCEEDS 1:10,000) THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED. WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER AND SEAL.

SIGNATURE Thomas A. Riccio REGISTRATION NO. L-2815

SURVEYOR CERTIFICATION FOR SUBDIVISION
FORSYTH COUNTY NORTH CAROLINA

I, THOMAS A. RICCIO, PROFESSIONAL LAND SURVEYOR, NUMBER L-2815, CERTIFY 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 A SUBDIVISION.

SIGNATURE Thomas A. Riccio SURVEYOR
L-2815

OWNERS ACKNOWLEDGEMENT AND ACCEPTANCE
THE UNDERSIGNED HEREBY ACKNOWLEDGE THAT I AM (WE ARE) THE OWNERS OF THE PROPERTY SHOWN AND DESCRIBED HEREON 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 8-25-22 SIGNED David E. Reed
FOR THE CONSERVATION FUND

PLANNING DEPARTMENT/REVIEW OFFICER CERTIFICATION
STATE OF NORTH CAROLINA

COUNTY OF FORSYTH, I David E. Reed
REVIEW OFFICER OF FORSYTH COUNTY CERTIFY THAT THIS PLAT IS EXEMPT FROM REVIEW OFFICER EXAMINATION.

DIRECTOR OF PLANNING/REVIEW OFFICER

DATE August 25, 2022

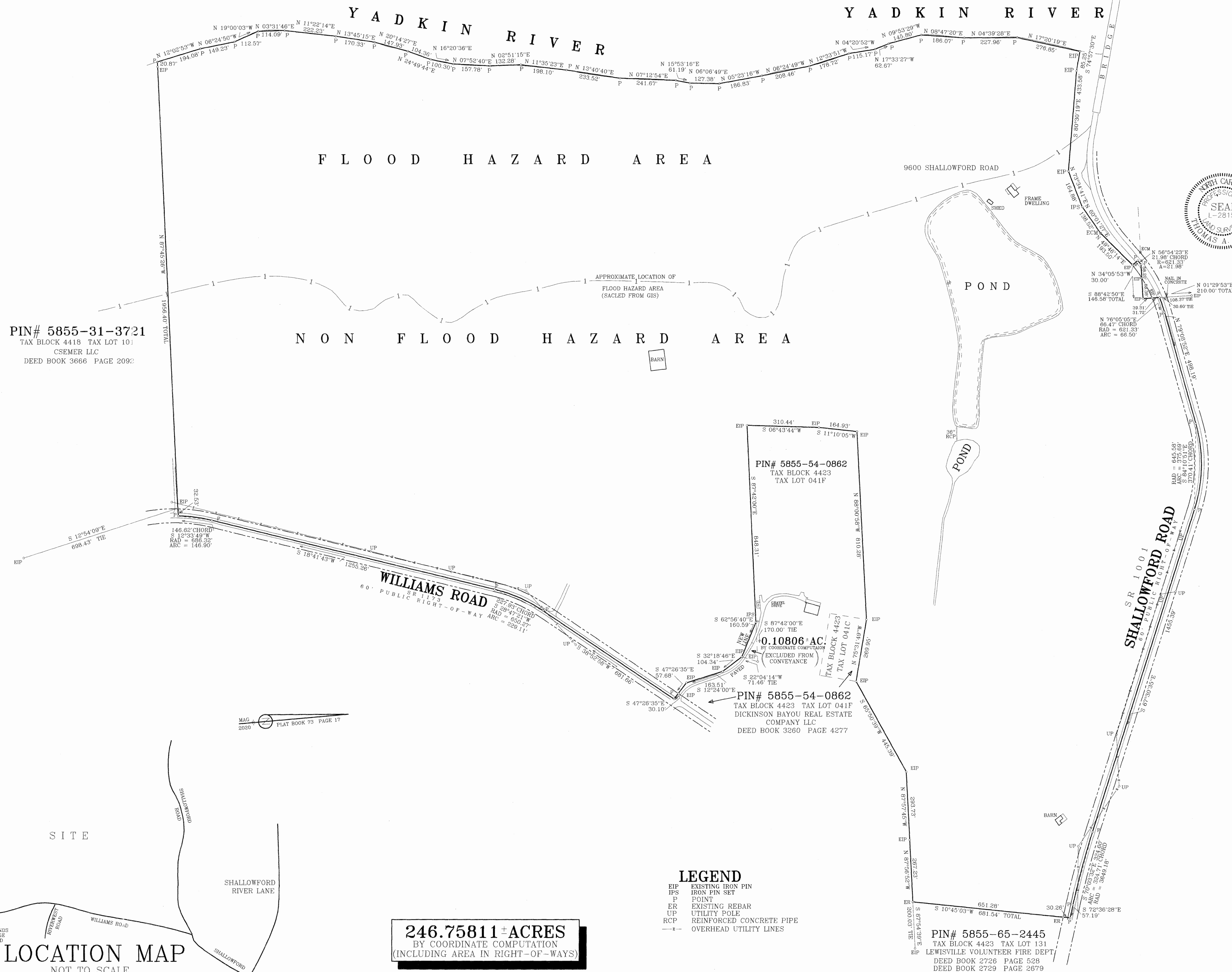
SURVEY AND RECORD MAP PREPARED FOR
STATE OF NORTH CAROLINA

SHOWING MOST OF PIN# 5855-34-1160
AND BEING ALMOST ALL OF TAX LOT 110 OF TAX BLOCK 4418
9600 SHALLOWFORD ROAD

LEWISVILLE TOWNSHIP • FORSYTH COUNTY • NORTH CAROLINA
DATE: AUGUST 24TH 2022 DRAWING NUMBER 22289

200 0 200 400 600
GRAPHIC SCALE - FEET ONE INCH EQUALS TWO HUNDRED FEET

SURVEY PREPARED BY
THOMAS A. RICCIO AND ASSOCIATES
440 WEST END BOULEVARD
WINSTON-SALEM, NORTH CAROLINA 27101
336-773-0211





ORDINANCE 2025-023 AMENDING OFFICAL ZONING MAP OF THE TOWN OF LEWISVILLE

**5394 WILLIAMS ROAD (L-113)
(PIN 5855-44-9745)**

BE IT ORDAINED BY THE LEWISVILLE TOWN COUNCIL as follows:

Section 1. The official zoning maps for the Town of Lewisville and Forsyth County, North Carolina are hereby amended by changing the zoning of the subject property noted below from the Agricultural & Yadkin River Conservation districts of Forsyth County to Agricultural & Yadkin River Conservation districts of Lewisville jurisdiction for the following described property as:

PIN 5855-44-9745 – 5394 Williams Road
24.11 acres +/-

The area is described as follows:

OFFICIAL METES AND BOUNDS FOLLOW:

TRACT 1:

BEING KNOWN AND DESIGNATED as NEW TRACT, containing 0.91832 acres, more or less, as shown on a plat entitled Dickinson Bayou Real Estate Company and recorded in Plat Book 73 at Page 18 in the office of the Register of Deeds of Forsyth County, North Carolina, to which map reference is hereby made for a more particular description.

TRACT 2:

BEGINNING AT AN IRON STAKE IN THE CENTER OF WILLIAMS ROAD (FORMERLY OLD SHALLOWFORD ROAD) IN THE ORIGINAL NORTH LINE OF TRACT #5, BEN D. HAUSER ESTATE PROPERTY (DAVIS GRIFFIN PROPERTY); RUNNING THENCE WITH THE CENTER OF SAID ROAD THE FOUR FOLLOWING COURSES: S. 43° 50' W, 244.8 FT TO AN IRON STAKE, S. 58° 27' W. 776 FT TO AN IRON STAKE, S. 56° 33' W. 181.9 FT TO AN IRON STAKE S. 42° 03' W. 339.2 FT TO AN IRON STAKE A CORNER IN THE NEW EAST LINE OF THE A.F. HAUSER PROPERTY, THENCE WITH THE NEW EAST LINE OF SAID HAUSER PROPERTY THE FOUR FOLLOWING COURSES: N 46° 38' W. 80 FT TO AN IRON STAKE, N 12°24' W. 163.7 FT TO AN IRON STAKE N. 32° 13' W. 104.6 FT TO AN IRON STAKE, N. 22° 10' E. 73.9 FT TO AN IRON STAKE THE NORTHEAST CORNER OF THE A.F. HAUSER PROPERTY IN THE NORTH LINE OF TRACT #3 (B.D. HAUSER ESTATE); THENCE WITH THE NORTH LINE OF THE A.F. HAUSER PROPERTY N 87°39' W. 1169.9 FT TO A GRANITE MONUMENT IN AN EAST LINE OF THE JAMES E. MESSICK PROPERTY; THENCE WITH THE EAST LINE OF SAID JAMES E. MESSICK PROPERTY N. 0° 53' 470 FT TO A GRANITE MONUMENT IN A SOUTH LINE OF SAID JAMES E. MESSICK PROPERTY; THENCE WITH THE SOUTH LINE OF SAID JAMES E. MESSICK

PROPERTY THE THREE FOLLOWING COURSES: S. 87° 58' E. 1021 FT TO A GRANITE MONUMENT, S. 75° 24' 269.9 FT. TO A GRANITE MONUMNET AT N. 75° 53' E. 445.7 FT. TO A GRANITE MONUMENT A SOUTHWEST CORNER OF W. B. HAUSER PROPERTY; THENCE WITH THE SOUTH LINE OF W.B. HAUSER PROPERTY, FORMERLY THE SOUTH LINE TRACT #1, B.D. HAUSER ESTSATE AND FALLING IN WITH THE NORTH LINE OF TRACT #5, THE TWO FOLLOWING COURES: S. 87° 52' E. 293.9 FT. TO AN IRON STAKE, S. 87° 39' E. 508.2 FT. TO THE PLACE OF BEGINNING, CONTAINING 27.12 ACRES MORE OR LESS. BEING KNOW AND DESIGNATED AS THE SOUTHEAST PORTION OF TRACT #2, A NORTH PORTION OF TRACT #3 AND NORTHEAST PORTION OF TRACT #5, LYING ON THE WEST SIDE OF WILLIAMS ROAD (FORMERLY OLD SHALLOWFORD ROAD) OF THE BEN D. HAUSER ESTATE PROPERTY. BEING KNOWN AND DESIGNATED AS A PORTION OF THE THOMAS W. DAVIS PROPERTY RECORDED IN DEED BOOKS 394 PAGE 64, 394 PAGE 113, 394 PAGE 139, 398 PAGE 65, 422 PAGE 257, OFFICE OF REGISTER OF DEEDS, FORSYTH COUNTY, NC., EXCEPT A 1.95 ACRE TRACT OF LAND OFF THE WESTERN END OF THE ABOVE DESCRIBED TRACT, WHICH WAS PREVIOUSLY CONVEYED TO JAMES E. MESSICK AND WIFE RACHEL H. MESSICK, AS SHOWN IN DEED BOOK 710.

Section 2. This Ordinance shall be effective from and after its date of adoption.

Adopted and effective this the 14th day of August 2025 by the Lewisville Town Council with a vote of _____.

ATTEST:

Mike Horn, Mayor

Angela Lord, Town Clerk



**RESOLUTION 2025-029 OF THE LEWISVILLE TOWN COUNCIL
ADOPTING THE 2025 NORTHERN PIEDMONT REGIONAL HAZARD
MITIGATION PLAN**

WHEREAS, the citizens and property within the Town of Lewisville are vulnerable to an array of natural hazards that can cause loss of life and damages to public and private property; and

WHEREAS, the Town of Lewisville desires to seek ways to mitigate situations that may aggravate such circumstances; and

WHEREAS, the development and implementation of a hazard mitigation plan can result in actions that reduce the long-term risk to life and property from natural hazards; and

WHEREAS, it is the intent of the Lewisville Town Council to protect its citizens and property from the effects of natural hazards by preparing and maintaining a local hazard mitigation plan; and

WHEREAS, it is also the intent of the Lewisville Town Council to fulfill its obligation under North Carolina General Statutes, Chapter 166A: North Carolina Emergency Management Act and Section 322: Mitigation Planning, of the Robert T. Stafford Disaster Relief and Emergency Assistance Act to remain eligible to receive state and federal assistance in the event of a declared disaster affecting the Town of Lewisville; and

WHEREAS, Town of Lewisville, in coordination with Caswell, Davie, Forsyth, Rockingham, Stokes, Surry and Yadkin Counties and the participating municipalities within those Counties has prepared a multi-jurisdictional hazard mitigation plan with input from the appropriate local and state officials;

WHEREAS, the North Carolina Division of Emergency Management and the Federal Emergency Management Agency are reviewing the Northern Piedmont Regional Hazard Mitigation Plan for legislative compliance and will approve the plan pending the completion of local adoption procedures.

NOW, THEREFORE, BE IT RESOLVED that the Town Council of Town of Lewisville hereby:

1. Adopts the Northern Piedmont Regional Hazard Mitigation Plan; and
2. Agrees to take such other official action as may be reasonably necessary to carry out the proposed actions of the Plan.

Adopted this the 14th day of August, 2025 by the Lewisville Town Council.

Mike Horn, Mayor

ATTEST:



STAFF REPORT

ITEM:	RESOLTUION 2025-029
SUBJECT:	ADOPTION OF THE NORTHERN PIEDMONT REGIONAL HAZARD MITIGATION PLAN 2025 UPDATE
PREPARED BY:	STACY TOLBERT, TOWN MANAGER
DATE SUBMITTED:	8/7/2025

BACKGROUND/SUMMARY:

Local Governments have the responsibility to adopt regulations designed to promote public health, safety and general welfare of its citizens per NC General Statutes 160D-501. This requirement also comes from the state and federal government, requiring a hazard mitigation plan be adopted and in place in order to be eligible for any state emergency assistance funds.

The plan is required to be updated every 5 years and is done through the North Carolina Office of Emergency Management and their consultants. The existing plan, by which we are currently covered, was adopted in 2020 and expires September 30, 2025.

By adopting this plan, we remain in compliance with state and federal law.

STAFF RECOMMENDATION AND REQUESTED ACTION:

Approval of Resolution 2025-029 adopting the 2025 update to the Northern Piedmont Regional Hazard Mitigation Plan.

FISCAL IMPACT:

None

ATTACHMENTS:

1. A copy of the Hazard Mitigation Plan and its appendices are available for viewing in the Town Manager's Office.



**ORDINANCE 2025-024 OF THE LEWISVILLE TOWN COUNCIL
AMENDING CHAPTER 16 OF THE LEWISVILLE TOWN CODE FOR
PARKS, RECREATION AND CULTURAL DEVELOPMENT**

WHEREAS, the Lewisville Town Council adopted Ordinance 2007006 enacting a code of ordinances which revised, amended, restated, codified and compiled existing ordinances on March 8, 2007 with the understanding that chapters will need to be updated; and,

WHEREAS, changes in the status of Town facilities necessitate amendments to the Parks, Recreation and Cultural Development policies; and,

WHEREAS, Town Code Chapter 16 is being amended to address rental reservations at Mayor Mike Horn Amphitheater to establish rules as in the attached; and

NOW, THEREFORE BE IT ORDAINED BY THE LEWISVILLE TOWN COUNCIL that Chapter 16 Article 2 of the Lewisville Town Code is amended as noted. It is the intent of the Lewisville Town Council that the provisions of this ordinance shall be made a part of the Town of Lewisville Town Code; the sections of this ordinance may be re-numbered or re-lettered; and, the word 'ordinance' may be changed to 'section', 'article', 'chapter' or other appropriate designation to accomplish such intention as needed.

Adopted and enacted this the 14th day of August 2025 by the Lewisville Town Council.

ATTEST:

Mike Horn, Mayor

Angela Lord, Town Clerk

ARTICLE 2: POLICIES

§ 16-17 JACK WARREN PARK OPERATING POLICIES.

A. *General policy statement.* The town desires that community recreational facilities be used for the benefit of its residents, the enjoyment of family-oriented activities, and the enrichment of the town's culture.

B. *Basic policy.* In order to establish authorization and fees for use of this public facility, the Town Council directs the Town Manager to maintain standard policies and procedures designed to accommodate fair consideration of all requests for use of the facility.

C. *Non-discrimination policy.* These facilities are available to all persons without discrimination on the basis of race, national origin, sex, religion, age, or disability.

D. *Jack Warren Park rules.*

1. Possession of controlled substances is strictly forbidden and consumption of all alcoholic beverages is strictly prohibited unless any required ABC permit has been obtained and prior authorization received from the town. A copy of the ABC permit must be provided to the town at least 30 days prior to the date of rental. The requirements of all ABC rules and regulations and state laws regarding possession and distribution of alcoholic beverages must be met. See the town's Alcohol Beverage Policy.

2. Parents and supervising adults are responsible for the activities and safety of the children they bring to the park. The town assumes no supervisory responsibility for children at the park.

3. Offensive behavior or excessive noise that is a nuisance to other users in the facility or surrounding neighbors is prohibited.

4. Park patrons will be responsible for properly disposing of their trash and recyclables.

5. Vehicles are restricted to parking lot and roadway.

6. Fees may not be charged to enter the facility.

7. Solicitation of other patrons is prohibited.

8. Users are expected to be aware of and to obey all other appropriate and applicable laws concerning public conduct and safety during their use of Jack Warren Park.

9. Park operating hours are dawn to dusk.

10. Fires (except in the town provided grill), pyrotechnic devices, and sparklers are prohibited.

11. Bicycles and scooters (non-motorized) are allowed in the park.

12. Pets are NOT allowed in Jack Warren Park, except service animals. Horses and livestock are not permitted in the park.

13. Camping is not allowed.

14. a. Music that disturbs neighboring property owners and/or residents is prohibited.

b. All music must end at 10:00 p.m.

15. Smoking is prohibited on Jack Warren Park property.

E. *Enforcement of violation.* Violation of park rules or abuse of property will result in expulsion with denial of future use and reservation privileges and assessments of costs to clean and repair. Rules and regulations are subject to the interpretation of and enforcement by designated town officials and the Forsyth County Sheriff's Department. Appeals may be brought before the Lewisville Parks, Recreation and Cultural Development Board. Appeals will be accepted up to 30 days following the event, must be in writing and must be submitted to the Town Clerk.

F. *Signage and decorations.*

1. Use of public property for signage is prohibited.
2. Decorations in the park are prohibited unless free standing. No decorations are to be attached to park facilities.

G. *Pavilion rules.* The pavilion is the covered structure located in the center of the park and does not include any authorized tents that may be placed around the pavilion. Reservations guarantee the use of the pavilion only. They do not guarantee the use of surrounding fields. The park itself is open to the public and may not be reserved by any particular group.

1. *Generally.* Users must obey all Jack Warren Park rules.
2. *User fees.* Fees for renting the pavilion are set annually in the budget. Fees are required upon rental application submission. If the pavilion requires janitorial service or repair work attributable to the user's abuse the cleaning deposit will be forfeited. If damage exceeds the deposit, additional costs will be incurred by the renter/user.
3. *User fee exemptions.* Nonprofit organizations and government organizations are exempted from the payment of user fees and deposits. Cleaning and damage fees are not exempt. If the facility is left unclean or damaged, the organization will be assessed a cost. For additional information on the requirements for exemption from user fees and deposits, refer to §§ 16-14 and 16-16 D.3. for Parks, Recreation and Cultural Development Operation Policies for Staff: Property, Facility Use and Event Policies.
4. *Contracts.* All users of the pavilion are required to execute the town's standard rental application/agreement prior to their use of the pavilion. The agreement includes an indemnity holding the town harmless from any and all liability caused by the user's negligence during their use of the facility. Some groups may be required to provide proof of liability insurance as determined, on a case by case basis, by the Town Manager or designee. No sub-contracting is allowed.
5. *Priority of use.* The Town of Lewisville will have the first opportunity, at the beginning of each fiscal/calendar year, to reserve the pavilion for its programs. Residents and other user groups can reserve the facility, based on availability, on a first come, first served basis. The town reserves the right to suspend usage for maintenance.
6. *Reservations.* Those desiring use of the pavilion must fill out a rental application and submit it, with appropriate fees, to an official at Town Hall. Reservation dates and times may be changed prior to the event, subject to availability. Refunds will be given according to the Cancellation Policy. Exempt organizations and paid reservations have priority over non-reserved use.
 - a. If reservations are made by an organization, all fees must be paid by the organization and a responsible party named. Refunds will be refunded to the organization.
 - b. If reservations are made by an individual, all fees must be paid by that individual and that individual is the responsible party. Refunds will be refunded to that individual.
 - c. Events open to the public shall not be scheduled at Jack Warren Park.
7. *Equipment.* The Town of Lewisville does not provide any equipment for park use except the grill and picnic tables.
8. *Plastic ties; tape.* Plastic ties or tape are NOT be used on pavilion posts.
9. *Grills.*
 - a. No grills are allowed except the grill installed by the town.
 - b. Dispose of coals in the container provided.

G. *Mayor Mike Horn Amphitheater rules.* The amphitheater is the covered structure located behind the Mary Alice Warren Community Center and does not include any authorized tents that may be placed around the pavilion. Reservations guarantee the use of the amphitheater only. They do not guarantee

the use of surrounding fields or other park areas. The park itself is open to the public and may not be reserved by any particular group.

1. *Generally.* Users must obey all Jack Warren Park rules including those listed below:

- a. The pavilion and Amphitheater are the only rentable facilities. The rest of the park is open to use by others.
- b. If reservations are made by an organization, all fees must be paid by the organization and a responsible party named. Refunds will be refunded to the organization. If reservations are made by an individual, all fees must be paid by that individual and that individual is the responsible party. Refunds will be refunded to that individual.
- c. All renters are required to pay a \$200 refundable cleaning fee. Cleaning Checklist Form can be found on the reservation website under the Cleaning Forms Tab and must be completed on line or turned in within 30 days of the event or no refund will be made.
- d. Reservation dates and times may be changed by renters/users prior to the event, subject to availability.
- e. The person signing the application or authorized designee over 21 years of age as listed on the application must be in attendance throughout the event.
- f. No vending is allowed unless authorized by the Town Manager or designee.
- g. Renters/Users may not charge an admission fee for the event.
- h. Park operating hours are dawn to dusk. Amphitheater may be rented until 10:00pm.
- i. Fires, fireworks, pyrotechnics and sparklers are prohibited.
- j. "Bouncies" and other blow up items are prohibited.
- k. Do not drive nails or screws for decorating. Tape and adhesives are not to be used.
- l. The Town of Lewisville does not provide chairs, tables, or podiums.
- m. Metal detectors and motorized hobby equipment are not allowed.
- n. Guns and other weapons are prohibited.
- o. Glass containers are prohibited.
- p. Only battery-operated candles are allowed.
- q. Commercial use is prohibited.
- r. Additional operating policies and rules may be found on the Town's web site at Town Code Chapter 16-17.
- s. Some groups may be required to provide proof of liability insurance as determined, on a case by case basis, by the Town Manager or designee. No sub-contracting is allowed.
- t. In case of an emergency dial 911. The address of the amphitheater is 7632 Warren Park Drive, Lewisville, NC 27023 and specify that it is the amphitheater behind the Mary Alice Warren Community Center.

2. *User fees.* Fees for renting the amphitheater are set annually in the budget. Fees are required upon rental application submission. If the amphitheater requires janitorial service or repair work attributable to the user's abuse the cleaning deposit will be forfeited. If damage exceeds the deposit, additional costs will be incurred by the renter/user.

3. *User fee exemptions.* Nonprofit organizations and government organizations are exempted from the payment of user fees and deposits. Cleaning and damage fees are not exempt. If the facility is left unclean or damaged, the organization will be assessed a cost. For additional information on the requirements for exemption from user fees and deposits, refer to §§ 16-14 and 16-16 D.3. for Parks, Recreation and Cultural Development Operation Policies for Staff: Property, Facility Use and Event Policies.

4. *Contracts.* All users of the amphitheater are required to execute the town's standard rental application/agreement prior to their use of the amphitheater. The agreement includes an indemnity holding the town harmless from any and all liability caused by the user's negligence during their use of

the facility. Some groups may be required to provide proof of liability insurance as determined, on a case by case basis, by the Town Manager or designee. No sub-contracting is allowed.

5. *Priority of use.* The Town of Lewisville will have the first opportunity, at the beginning of each fiscal/calendar year, to reserve the amphitheater for its programs. Residents and other user groups can reserve the facility, based on availability, on a first come, first served basis. The town reserves the right to suspend usage for maintenance.

6. *Reservations.* Those desiring use of the amphitheater must fill out a rental application and submit it, with appropriate fees, to an official at Town Hall. Reservation dates and times may be changed prior to the event, subject to availability. Refunds will be given according to the Cancellation Policy. Exempt organizations and paid reservations have priority over non-reserved use.

a. If reservations are made by an organization, all fees must be paid by the organization and a responsible party named. Refunds will be refunded to the organization.

b. If reservations are made by an individual, all fees must be paid by that individual and that individual is the responsible party. Refunds will be refunded to that individual.

c. Events open to the public shall not be scheduled at Jack Warren Park.

7. *Equipment.* The Town of Lewisville does not provide any equipment for park use except the grill and picnic tables.

H. *Cancellation policy.*

30 days prior to event	Full refund (including cleaning deposit)
15 days to 29 days prior	
Resident	50% of base rental fee
Non-resident	Forfeit surcharge
14 days or less prior	Forfeit all fees paid

If a reservation is interrupted by inclement weather, the renter may choose to receive a full refund or request a reservation voucher. A refund or reservation voucher must be requested within 5 business days of the original rental date and vouchers are to be used within one year of the original rental date. The voucher is only applicable to a rental of similar nature including the facility/rooms to be rented, number of hours of original rental, number of attendees, etc. Inclement weather days will be confirmed by the National Weather Service declaring an emergency or severe warning, or by the Town Manager or his/her designee.

I. *Commercial use policy.* Renters/users to conduct commercial use is prohibited.



**ORDINANCE 2025-025 OF THE LEWISVILLE TOWN COUNCIL
AMENDING BUDGET ORDINANCE 2025-001 FEE SCHEUDLE**

NOW, THEREFORE BE IT RESOLVED THAT THE LEWISVILLE TOWN COUNCIL amends the attached 2025-2026 fee schedule to reflect fees associated with the Mayor Mike Horn Amphitheater.

Adopted this the 14th day of August 2025 by the Lewisville Town Council.

ATTEST:

Mike Horn, Mayor

Angela Lord, Town Clerk

**APPENDIX C
FEE SCHEDULE**

Resource			Account Number
Town Code Chapter 16			
Facility Rental and Associated Fees			
G. Galloway Reynolds Community Center	Fees for 4 Hours	Surcharge	
Comm Ctr: Flr 1 or 2 - Resident	\$35		10-00-3343-4002
Comm Ctr: Flr 1 or 2 - Non-Resident	\$35	\$100	10-00-3343-4002
Comm Ctr: Flr 1 w/ kitchen - Resident	\$55		10-00-3343-4002
Comm Ctr: Flr 1 w/ kitchen - Non-Resident	\$55	\$100	10-00-3343-4002
Comm Ctr: Entire Bldg w/ Kitchen - Resident	\$85		10-00-3343-4002
Comm Ctr: Entire Bldg w/ Kitchen - Non -Resident	\$85	\$100	10-00-3343-4002
Refundable cleaning deposit	\$200		10-00-2160-1000
(Additional hours are priced at \$15 per hour)			
Damages (fee to be determined by cost of damage and/or repair)			

Officer Fees (minimum 4 hrs each) (Required to serve alcohol [minimum 2] and large events support) (Required for high attendance events) Cancellations with less than 24 hours notice prior to start time, officers will be paid \$55 per hour for a minimum of 4 hours and supervisors \$60 per hour for a minimum of 4 hours. Private events must contract directly with the Forsyth County Sheriff's Office.	\$55 per hour per officer \$60 per hour per supervisor		
Hank Chilton Pavilion at Shallowford Square	Fees for 4 Hours	Surcharge	
Town Square Pavilion - Resident	\$35		10-00-3343-4003
Town Square Pavilion - Non-Resident	\$35	\$100	10-00-3343-4003
Refundable cleaning deposit	\$200		10-00-2160-1000
(Additional hours are priced at \$15 per hour)			
Damages (fee to be determined by cost of damage and/or repair)			
Officer Fees (minimum 4 hrs each) (Required to serve alcohol [minimum 2] and large events support) (Required for high attendance events) Cancellations with less than 24 hours notice prior to start time, officers will be paid \$55 per hour for a minimum of 4 hours and supervisors \$60 per hour for a minimum of 4 hours. Private events must contract directly with the Forsyth County Sheriff's Office.	\$55 per hour per officer \$60 per hour per supervisor		

Jack Warren Park Pavilion	Fees for 4 Hours	Surcharge	
Jack Warren Park Pavilion - Resident	\$35		10-00-3343-4004
Jack Warren Park Pavilion - Non-Resident	\$35	\$100	10-00-3343-4004
Refundable cleaning deposit	\$200		10-00-2160-1000
(Additional hours are priced at \$15 per hour)			
Damages (fee to be determined by cost of damage and/or repair)			
Officer Fees (minimum 4 hrs each) (Required to serve alcohol [minimum 2] and large events support) (Required for high attendance events) Cancellations with less than 24 hours notice prior to start time, officers will be paid \$55 per hour for a minimum of 4 hours and supervisors \$60 per hour for a minimum of 4 hours. Private events must contract directly with the Forsyth County Sheriff's Office.	\$55 per hour per officer \$60 per hour per supervisor		
Mary Alice Warren Community Center	Fees for 4 Hours	Surcharge	
Shallow Ford Multi-Purpose Room - Resident	\$200		10-00-3343-4005
Shallow Ford Multi-Purpose Room - Non-Resident	\$200	\$100	10-00-3343-4005
(Additional hours are priced at \$50 per hour.)			
Lewisville Multi-Purpose Room - Resident	\$300		10-00-3343-4005

Lewisville Multi-Purpose Room - Non-Resident	\$300	\$100	10-00-3343-4005
(Additional hours are priced at \$75 per hour.)			
Vienna Multi-Purpose Room - Resident	\$200		10-00-3343-4005
Vienna Multi-Purpose Room - Non-Resident	\$200	\$100	10-00-3343-4005
(Additional hours are priced at \$50 per hour.)			
Shallow Ford Multi-Purpose Room w/ Kitchen - Resident	\$275		10-00-3343-4005
Shallow Ford Multi-Purpose Room with Kitchen - Non-Resident	\$275	\$100	10-00-3343-4005
(Additional hours are priced at \$50 per hour.)			
Magnolia Activity Room - Resident	\$100		10-00-3343-4005
Magnolia Activity Room - Non-Resident	\$100	\$100	10-00-3343-4005
(Additional hours are priced at \$25 per hour.)			
Great Wagon Conference Room - Resident	\$25 per hour (no minimum hour requirement)		10-00-3343-4005
Great Wagon Conference Room - Non-Resident	\$25 per hour (no minimum hour requirement)	\$100	10-00-3343-4005
Kitchen	\$75		10-00-3343-4005
Refundable cleaning deposit (per room)	\$300		10-00-2160-1000

Amenities requested as needed - EXTRA - to be determined per rental			
Damages (fee to be determined by cost of damage and/or repair)			
Officer Fees (minimum 4 hrs each) (Required to serve alcohol [minimum 2] and large events support) (Required for high attendance events) Cancellations with less than 24 hours notice prior to start time, officers will be paid \$55 per hour for a minimum of 4 hours and supervisors \$60 per hour for a minimum of 4 hours. Private events must contract directly with the Forsyth County Sheriff's Office.	\$55 per hour per officer \$60 per hour per supervisor		
Mike Horn Amphitheater	Fees for 4 Hours	Surcharge	
Mike Horn Amphitheater - Resident	\$35		10-00-3343-4007
Mike Horn Amphitheater - Non-Resident	\$35	\$100	10-00-3343-4007
Refundable cleaning deposit	\$200		10-00-2160-1000
(Additional hours are priced at \$15 per hour)			
Damages (fee to be determined by cost of damage and/or repair)			
Officer Fees (minimum 4 hrs each) (Required to serve alcohol [minimum 2] and large events support) (Required for high attendance events) Cancellations with less than 24 hours notice prior to start time, officers will be paid \$55 per hour for a minimum of 4 hours and supervisors \$60 per hour for a minimum of 4 hours. Private events must contract directly with the Forsyth County Sheriff's Office.	\$55 per hour per officer \$60 per hour per supervisor		

Event Fees			
Parks and Recreation Program Fees			
Fee to be determined by cost of program			10-00-3302-3001
Instructor fees		\$10 per class (when instructor charges a participant fee)	10-00-3343-4006
Planning & Zoning Fees			
Rezoning - General District	\$1,200		10-00-3352-4000
Rezoning - Conditional District	\$1,500		10-00-3352-4000
UDO Text Amendment	\$900		10-00-3352-4000
Amending Conditional Zoning Uses	\$900		10-00-3352-4000
Planning Board Review (Other than Rezoning)	\$600		10-00-3352-4000
Special Use Permit by Elected Body	\$1,100		10-00-3352-4000
ZBOA Special Use Permit	\$500		10-00-3352-4000
ZBOA Variance	\$350		10-00-3352-4000
ZBOA Appeal of Administrative Decision	\$350		10-00-3352-4000
Major Site Plan Amendment - Board Review	\$500		10-00-3352-4000
Minor Site Plan Amendment - Administrative	\$150		10-00-3352-4000
Zoning Certification Letter	\$25		10-00-3352-4000

Subdivision Fees			
Subdivision Major (final plat)	\$1,500		10-00-3352-4000
Subdivision Minor (final plat)	\$500		10-00-3352-4000
Exempt Plat (Final Plat)	\$175		10-00-3352-4000
Planning Staff Sub-Division Denial Appeal	\$50		10-00-3352-4000
Driveway Permit Fees			
Residential	\$50		10-00-3352-4000
Commercial	\$250		10-00-3352-4000
Map Printing & Other Planning & Zoning Fees			
Zoning Board of Adjustment Fees & Inspection Fees (See Winston-Salem Fee Schedule)			
Land Use, Zoning, and Special Map Copies	\$25		10-00-3352-4000
Miscellaneous Planning & Zoning Publications:	<i>Per Page</i>		
Black & White	\$0.02		10-00-3352-4000
Color	\$0.05		10-00-3352-4000
Outside Vendor Copy	Cost		10-00-3352-4000

Street Name Change (resident initiated)	\$200 + Cost		10-00-3352-4000
Street Closing Request (resident initiated)	\$400		10-00-3352-4000
Temporary Sign Permits	\$35		10-00-3328-0000
Storm Water Fees			
Review - No BMP Required			
1st Disturbed Acre	\$250		10-00-3329-0000
Each additional disturbed acre	\$40		10-00-3329-0000
Resubmittal:			
1st Disturbed Acre	\$250		10-00-3329-0000
Each additional disturbed acre	\$40		10-00-3329-0000
Review - BMP Required			
1st Disturbed Acre	\$250		10-00-3329-0000
Each additional disturbed acre	\$100		10-00-3329-0000
Per Quantity BMP	\$500		10-00-3329-0000
Resubmittal:			
1st Disturbed Acre	\$250		10-00-3329-0000
Each additional disturbed acre	\$100		10-00-3329-0000
Per Quantity BMP	\$500		10-00-3329-0000

Non-Review Administration Fee Less Than 1 acre	\$200		10-00-3329-0000
Miscellaneous Fees			
MSD Fishing License for other Lewisville Residents	\$100		10-00-3839-8000
Town Code Chapter 17			
Abandoned, Hazardous, Junked Vehicles (see towing company fees)			
Town Code Chapter 43			
Tall Grass Nuisances (mowing) administrative fee	\$50		10-00-3839-8000
Tall Grass Nuisances (mowing) contractor abatement			
Operator	\$100 per hour		10-00-3839-8000
Equipment	\$100 per hour		10-00-3839-8000
Nuisances - Attorney Fees (per incident)			
Bulky Item Removal			
Long Bed Pick-Up Truck Load	\$100		10-00-3839-8000

6'x12' Trailer	\$275		10-00-3839-8000
Combined Use of Truck and Trailer	\$375		10-00-3839-8000
Photo Copies:	<i>Per Page</i>		
Black & White	\$0.02		10-00-3839-8000
Color	\$0.05		10-00-3839-8000
Outside Vendor Copy	Cost		10-00-3839-8000
Comprehensive Plan Copy (1 copy per household for residents - free)	\$25		10-00-3839-8000
Lewisville Street Map	\$3		10-00-3839-8000
Paver Bricks (Shallowford Square)	\$150		10-00-3841-8000
Tree Honoraries/Memorials (Jack Warren Park)	\$300		10-00-3841-8000
Bench Honoraries/Memorials (Jack Warren Park)	\$600		10-00-3841-8000
Check Returned for Insufficient Funds	\$36		10-00-3839-8000
Thumb Drive Fee	\$10		10-00-3839-8000
Budget Copies (1 copy per household for residents - free)	\$3		10-00-3839-8000
Permit Application Fee for Itinerant Merchants and Peddlers	\$10		10-00-3125-0001
<i>A Gardner's Guide to Landscaping and Plants</i> by the Beautification Committee	\$5		10-00-3839-8000

Board of Election filing fee for the offices of Mayor and Council Member payable to the Forsyth County Board of Elections	\$5		
Traffic Control Measures (See Policy)			10-00-3303-3000
Pedestrian Crossing Treatments (See Policy)			10-00-3303-3000

* Fee includes posting of signs on the property, legal advertising and, if applicable, the mailing of letters to adjoining property owners.



**RESOLUTION 2025-030 OF THE LEWISVILLE TOWN COUNCIL
FACILITY FEE EXEMPTION FOR LEWSVILLE UNITED METHODIS CHURCH PRESCHOOL**

WHEREAS, a Facility Use Exemption Policy for parks and recreation facilities is outlined in Town Code Chapter 16-14; and,

WHEREAS, the Lewisville United Methodist Church Preschool has requested use of the Mary Alice Warren Community Center Shallowford Room and kitchen for a Christmas party for the preschool teachers on December 9, 2025, 4PM – 9PM.

NOW, THEREFORE BE IT RESOLVED, THAT THE LEWISVILLE TOWN COUNCIL approves a one-time facility user fee exemption per Town Code Chapter 16-14 for the Lewisville United Methodist Church Preschool to utilize the Mary Alice Warren Community Center on December 9, 2025.

Adopted and effective this the 14th day of August 2025 by the Lewisville Town Council.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk



TOWN OF LEWISVILLE

NONPROFIT EXEMPTION & FUNDING REQUEST APPLICATION

Organization Name: Lewisville United Methodist Church Preschool

Agent/Person Completing Form: Sarah Vernon

Street address: 6290 Shallowford Rd.
Lewisville, NC 27023

Mailing address (if different from street): _____

Telephone number: 336-945-3204 Email address: Sarah.Vernon@lumcpreschool.com

Website (if applicable): lumcpreschool.com

Eligibility: 501(c)(3) STATUS AND OTHER REQUIREMENTS

Organizations serving the residents of the Town of Lewisville are defined as those with a 501(c)(3) designation; is a group which regularly comes together for purposes of promoting, providing or supporting services to the Town of Lewisville or its residents, and is one which is described in one or more of the following *(please check all that apply)*.

Provide supporting documentation for each item selected and attach additional sheets as needed to adequately provide requested information.

☒ **Uses a location within Lewisville's corporate limits for its primary service place;**

In detail, describe service area listing specific areas as appropriate. We are located in Lewisville United Methodist Church at 6290 Shallowford Rd., Lewisville.

☒ **Has an office in Lewisville;**

Street address: 6290 Shallowford Rd., Lewisville

☒ **Has a majority of Lewisville residents in its service population;**

Numerically, how many residents: 90% of staff and families reside in Lewisville

☒ **Conducts a majority of its activities in Lewisville;**

In detail, list all activities/business/etc. conducted in the town limits of Lewisville. All preschool activities and business (9am-12pm) are conducted at the preschool.

☐ **A regional organization which focuses a significant program in Lewisville, but otherwise conduct business and operations outside of Lewisville.**

In detail, describe the program(s), service area listing specific areas as appropriate and provide street address of office. _____

Funding Request

Organizations may apply to the Town of Lewisville for one or more of the following (please check all that apply):

☐ Operating/Operations funding assistance

☐ Specific program costs

☐ Capital items (necessary for successful execution of the mission)

Describe, in detail, what the requested funds will be used for and how the funds will be used to achieve the criteria outlined. You may attach additional sheet(s) if needed.

Has your organization received funds from the Town of Lewisville in the past and, if so, how much and how were these funds utilized?

EXEMPTION REQUEST

Is this a one-time request? Yes

If so, what is the date(s)? December 11th is preferred date but if not available, December 9th

Is this request for recurring dates? no

If so, what are the dates and frequency? _____

What facility are you requesting:

☐ G. Galloway Building ☐ Shallowford Square ☐ Jack Warren Park

☒ Mary Alice Warren Center

For the G. Galloway Building and Mary Alice Warren Center, what room(s) are you requesting: _____

Shallowford room and attached Kitchen

Describe, in detail, what the requested exemption will be used for and how this achieves the criteria outlined. You may attach additional sheet(s) if needed.

We would like to reserve this space to provide a Christmas celebration for the staff at the preschool.

Our preschool operates within the Lewisville United Methodist Church facility which is a shared space used by church members and outside community groups. Our staff works in this space weekdays and it would be a nice option to host a Christmas party off site. Additionally, the preschool operates as a non-profit and manages on a tight financial budget, driven by a strategy to keep the tuition cost affordable to best serve our community families.

RESIDENTS: HOW ARE THEY TO BE SERVED

Describe, in detail, how the requested funds are being used to directly impact Town of Lewisville residents.

Please give the number of Town of Lewisville residents directly served by your organization. (Generally, the larger the number of Town of Lewisville residents served, the greater the value to the community. Only benefiting a few individuals does not necessarily eliminate the request from the possibility to be considered for funding.)

MISSION & SERVICE ALIGNMENT

Describe how your organization's mission and service impacts the Town of Lewisville community and how it aligns with the mission and services of the Town of Lewisville.

Our preschool provides a program of learning activities for children ages 12 months to 5 years old. It is our belief that the family is the primary caregiver and that our preschool is a partnership that provides optimal development of the individual child.

HISTORY

How long has your organization been in existence and how has it serviced the Town of Lewisville:

Lume Preschool was established in 1991. Since that time, it has served hundreds of families within the Lewisville community.

CHECKLIST OF DOCUMENTS FOR SUBMITTAL

- ☒ Completed application
- ☐ Copy of most recent audited financial statements with the audit letter included (if funding is requested)
- ☒ List of current members and the presiding officer of your organization including names and titles
- ☐ IRS Status Documentation, if applicable to your organization
- ☒ Certificate of Insurance
- ☐ Budget for this project showing revenues and expenditures
- ☐ Additional pertinent information you would like to be considered regarding your request

SUBMITTAL INSTRUCTIONS

Applications can be emailed, mailed or dropped off to the Town Clerk at: 6510 Shallowford Road, PO Box 547, Lewisville, NC 27023, townclerk@lewisvillenc.net.

The organization agrees to protect, defend, indemnify and save harmless the Town, its officers, agents, servants, and employees from and against any and all suits, actions, legal proceedings, claims, demands, damages, costs, expenses, and attorneys' fees resulting from any and all willful or negligent acts or omissions of the Organization, its officers, agents, servants, and employees in the performance of any project for which funds from the Town of Lewisville are provided.

By signing this application, I understand and agree to the above statement. I have read and understand the attached Town of Lewisville policy regarding Nonprofit Funding and Exemption.

Name: Sarah Vernon Signature: Sarah Vernon
Title: Preschool Director Date: 7-24-25

If you need guidance in completing this form, please contact the Town Clerk at 336-945-1022 or townclerk@lewisvillenc.net.

STAFF USE ONLY

Received by: _____ Date: _____

Special Projects Review Committee Review Date: _____

Recommendation: _____

Council Approval: YES _____ NO _____ Date of Council Action: _____

Notes (if applicable): _____

Lewisville United Methodist Church Preschool, Inc.

2025- 2026 Preschool Board

The preschool board is composed of parents and staff of the preschool as well as members of Lewisville United Methodist Church. The board members are responsible for making policies concerning the preschool, approving the yearly budget, setting tuition and salaries, and coordinating the Preschool Parent Programs. The board meets monthly. Your personal concerns regarding the operation of the preschool or its policies should be communicated to the preschool director or a member of the board. If you are interested in serving on the board, contact the preschool director or board chair.

Ed Smith
Board Chair
Church Representative
hsmithjr@triad.rr.com

Sarah Vernon
Preschool Director
sarah.vernon@lumcpreschool.com
336-945-3204

Rev. Kara Chamberlin
Associate Pastor
associatepastor@lewisvilleumc.org
336-671-7786

Mary Bush
Teacher Representative
mcarambelas@gmail.com

Cyndy Clodfelter
Church Representative
cwclodfelter@gmail.com
336-816-0232


Sarah Saxon
Parent Representative
Sarahhleo7@gmail.com
336-749-6259

Starr Green
Event/Fundraiser Coordinator
lumcpcex@gmail.com
336-631-0873

JoAnne Roberts
Parent Representative
jjroberts2017@gmail.com
336-528-2273

Sandy Kemp
Parent Representative
sandralynnkemp@gmail.com

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Town of Lewisville, NC is named as additional insured on this policy in relation to the use of Mary Alice Warren Community Center at 7632 Warren Park Dr, Lewisville, NC 27023 for event being held on December 10, 2024.

CERTIFICATE HOLDER	CANCELLATION
<p>Town of Lewisville, NC PO Box 547 Lewisville, NC 27023</p>	<p>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</p>
	<p> AUTHORIZED REPRESENTATIVE</p>