

**Lewisville Town Council**  
**Briefing and Action Meeting Agenda**  
**September 7, 2023 – 6:30 PM**  
**Lewisville Town Hall 2<sup>nd</sup> Floor Conference Room**  
**6510 Shallowford Road**

**1. Call to Order:**

- A. Roll Call
- B. Adoption of Agenda

**2. Items Requiring Council Direction**

- A. Facility use exemption requests at Mary Alice Warren Community Center
  - i. Lewisville-Clemmons Chamber of Commerce
    - a. Family Game Night – January 27
    - b. Leadership Lewisville/Clemmons – February 1 & June 6
  - ii. Winston-Salem/Forsyth County Planning & Development Services
    - a. Comprehensive Plan public meeting – October 25
- B. Non-profit funding policy discussion

**3. Items Requiring Action at Briefing**

- A. Resolution 2023-036 – Directing Clerk to investigate annexation petition – Lake at Lissara Phase II Section VII ([Attachment #1](#))

**4. Old Business**

**5. Administrative Reports**

- A. Clerk
  - i. Summer Student Leadership update
  - ii. Candidate Forum – October 19, 7:30 PM, Town Hall – Sponsored by Lewisville Civic Club
  - iii. CPR Class – November 3, 1 PM, MAWCC
  - iv. Newly Elected Officials Orientation – November 30, 5:30-7 PM, MAWCC
  - v. Council and staff Christmas lunch – December 6, 12 PM, MAWCC

**6. Tentative Agenda Items for Regular Meeting on August 10, 2023**

- A. Consent Agenda
  - i. Resolution 2023-037 – Financial statements for one month ended July 31, 2023 – ([Attachment #2](#))
  - ii. Approval of Agenda Briefing Minutes – August 3, 2023 ([Attachment #3](#))
  - iii. Approval of Regular Meeting Minutes – August 10, 2023 ([Attachment #4](#))
- B. Introductions, Recognitions, Presentations and/or Proclamations
  - i. Presentations
    - a. Sheriff's Office
      - 1. Monthly report
      - 2. Introduction of Deputy Chris Faw
  - ii. Proclamation
    - a. Constitution Week ([Attachment #5](#))

C. New Business

- i. Certificate of Sufficiency - Annexation request – Lake at Lissara Phase II Section VII
- ii. Resolution 2023-038 – Setting public hearing for annexation request – Lake at Lissara Phase II Section VII ([Attachment #6](#))
- iii. Resolution 2023-039 – Setting public hearing for rezoning request – Lake at Lissara Phase II Section VII ([Attachment #7](#))
- iv. Resolution 2023-040 – Setting public hearing for special use permit for PRD request – L-106 - Lake at Lissara Phase II Section VII ([Attachment #8](#))
- v. Resolution 2023-041 – Benevolence Policy ([Attachment #9](#))

**7. For the Good of the Order**

**8. Adjournment**



**RESOLUTION 2023-036 OF THE LEWISVILLE TOWN COUNCIL  
DIRECTING THE CLERK TO INVESTIGATE AN ANNEXATION PETITION RECEIVED UNDER NCGS 160A-58  
LAKE AT LISSARA PHASE II SECTION VII**

**WHEREAS**, a petition requesting annexation of an area described in said petition was received on September 7, 2023 by the Lewisville Town Council; and,

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

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

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

Adopted and effective this the 7<sup>th</sup> day of September 2023 by the Lewisville Town Council.

ATTEST:

\_\_\_\_\_  
Mike Horn, Mayor

\_\_\_\_\_  
Dora K. Moore, Town Clerk

### PETITION REQUESTING ANNEXATION

Date: June 21, 2023

To the Town Council of the Town of Lewisville:

1. We the undersigned owners of real property respectfully request that the area described in Paragraph 2 below be annexed to the Town of Lewisville.
2. The area to be annexed is contiguous to the Town of Lewisville and the metes and bounds of such territory are as follows:

**SEE ATTACHED SHEET**

---

---

---

---

---

---

---

---

**Example: Beginning at a point**, said point being the northwest corner of PIN 5874-38-9143; thence continuing along the western line of said PIN S05°57'27"E 410.11' to a ½" rebar in the southwest corner of said PIN; thence continuing along the northern line of PIN 5874-37-8628 N86°16'15"W 751.80' to an iron rebar set in the northwest corner of said PIN; thence .... to the **Point of Beginning**, containing approximately 6.19 acres, and including PINs 5874-27-9939, 5874-38-1072, 5874-38-3064, 5874-38-6018 and 5874-38-8113.

3. Do you declare vested rights?    Yes     No     If yes, please provide supporting documentation.

Note: This petition is set for 11x17 printing and is a fillable form for the applicant. It is suggested that you note SEE ATTACHED SHEET for the metes and bounds and place that information in a word processing document or email that can be verified first prior to official submission to Council.

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

PROPERTY BLOCK/LOT or PIN #	PROPERTY ADDRESS	OWNER'S NAME (PLEASE PRINT)	OWNER'S SIGNATURE	MAILING ADDRESS	TELEPHONE # (INCLUDE AREA CODE)	NUMBER OF PEOPLE LIVING AT RESIDENCE TO BE ANNEXED
5875-29-4961	0 LISSARA LODGE DR, LEWISVILLE, NC 27023	LISSARA PARTNERS, LLC	<i>C. J. Ramey</i>	P. O. BOX 10, BETHANIA, NC 27010	336-922-4000	N/A
A PORTION OF 5875-29-8707	306 PLEMMONS RD, LEWISVILLE, NC 27023	THOMAS L. HALL	<i>Thomas L. Hall</i>	306 PLEMMONS RD, LEWISVILLE, NC 27023	336-995-0922	2
5875-29-7983	400 PLEMMONS RD, LEWISVILLE, NC 27023	THOMAS L. HALL	<i>Thomas L. Hall</i>	306 PLEMMONS RD, LEWISVILLE, NC 27023	336-995-0922	N/A

Notarial Acknowledgments:

State: North Carolina  
Forsyth County  
 I, Kimberly R Cardwell, a Notary Public for Forsyth County, NC do hereby certify that C. J. Ramey

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

Witness my hand and official seal, this the 21st Day of June, 2023.

**KIMBERLY R CARDWELL**  
 NOTARY PUBLIC  
 FORSYTH COUNTY  
 STATE OF NORTH CAROLINA

My commission expires 8-15, 2023.

State: North Carolina  
Forsyth County  
 I, Ana Corzo, a Notary Public for Stokes County, NC do hereby certify that Thomas L Hall

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

Witness my hand and official seal, this the 20th Day of June, 2023.

**ANA CORZO**  
 Notary Public  
 Stokes Co., North Carolina  
 My Commission Expires Dec. 11, 2027

My commission expires 12-11, 2027.

State: North Carolina  
Forsyth County  
 I, Ana Corzo, a Notary Public for Stokes County, NC do hereby certify that Thomas L. Hall


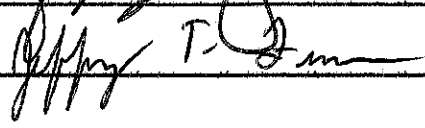
personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the 20th Day of June, 2023.

**ANA CORZO**  
 Notary Public  
 Stokes Co., North Carolina  
 My Commission Expires Dec. 11, 2027

My commission expires 12-11, 2027.

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

PROPERTY BLOCK/LOT or PIN #	PROPERTY ADDRESS	OWNER'S NAME (PLEASE PRINT)	OWNER'S SIGNATURE	MAILING ADDRESS	TELEPHONE # (INCLUDE AREA CODE)	NUMBER OF PEOPLE LIVING AT RESIDENCE TO BE ANNEXED
A PORTION OF 5875-29-2768	0 LISSARA LODGE DR, LEWISVILLE, NC 27023	THE LAKE AT LISSARA HOA, INC.		250 LISSARA LODGE DR, LEWISVILLE, NC 27023	336-816-7307	N/A
A PORTION OF 5875-39-2926	283 PLEMMONS RD, LEWISVILLE, NC 27023	JEFFREY T. FERNER		170 TULLYRIES LN, LEWISVILLE, NC 27023	336-414-1313	N/A

Notarial Acknowledgments:

State: NC  
Forsyth County  
 I, Anastasia C. Howard, a Notary Public for Forsyth County,  do hereby certify that Allen Lee Emory

---

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

Witness my hand and official seal, this the 22 Day of June, 2023.

**ANASTASIA C. HOWARD**  
 NOTARY PUBLIC  
 Forsyth County  
 North Carolina  
 My Commission Expires December 6, 2026

Anastasia C. Howard  
(Notary Public)

My commission expires 12/6, 2026.

State: North Carolina  
Forsyth County  
 I, Robin Raebel, a Notary Public for Forsyth County, NC do hereby certify that JEFFREY T. FERNER

---

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

Witness my hand and official seal, this the 21<sup>st</sup> Day of June, 2023.

**ROBIN RAEBEL**  
 Notary Public  
 (Official Seal) Forsyth Co., North Carolina  
 My Commission Expires March 1, 2028

Robin Raebel  
(Notary Public)

My commission expires March 1, 2028.

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

---

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

Witness my hand and official seal, this the \_\_\_\_\_ Day of \_\_\_\_\_, 20\_\_\_\_.

(Official Seal) \_\_\_\_\_  
(Notary Public)

My commission expires \_\_\_\_\_, 20\_\_\_\_.

## Lake at Lissara 2023 Annexation

Beginning at a ½" iron pipe in the northwest corner of property currently owned by Justin and Natalie Myers (PIN: 5875-39-0196, DB 3489, Pg 583), The same point having a NC Grid coordinate (NAD83 2011) value of N: 859,611.53', E: 1,572,748.23; Thence along the common line with Plemmons (DB 2932, Pg 1386) the following 2 calls: N02°20'39"E 87.65' to a ½" iron rebar; Thence N89°05'03"W 430.57' to a ¾" iron pipe; Thence along the common line with The Lake At Lissara HOA, Inc (DB 3498 Pg 4101) N01°37'50"E 30.40' to a point; Thence on a line through the property of The Lake at Lissara HOA, Inc N38°14'01"W 114.60' to a point in the southern Right-of-way line of Lissara Lodge Dr; Thence following the southern Right-of-way the following 4 calls: N51°27'58"E 108.49' to a point; on a curve to the right with a chord bearing N63°05'14"E 69.12' and radius of 175.00'; Thence N74°28'38"E 136.88' to a point; Thence on a curve to the left with a chord bearing N59°11'05"E 118.79' and a radius of 225.40' to a point; Thence leaving the Right-of-way and following the property of Lissara Land, LLC (PIN: 5876-20-6080, PB 70, Pg 174) S16°52'36"E 82.05' to a point; Thence N74°19'24"E 304.43' to a point; Thence going through part of the property of Jeffrey Ferner (DB 2760, Pg 3657) and within the Plemmons road right-of-way the following 4 calls: S17°07'40"W 72.34' to a point; Thence on a curve to the left with a chord bearing S34°07'18"E 27.62' and a radius of 126.72' to a point; Thence S40°22'44"E 119.34' to a point; Thence S49°30'38"W 19.08' to a point in the northern line of Thomas L. Hall (DB 2856, Pg 1491) Thence through the property of Hall S49°30'38"W 338.34' to the POINT OF BEGINNING, Containing 4.04 acres more or less.

Planning Department/Review Officer  
Final Subdivision Plat Approval

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

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

OWNERS ACKNOWLEDGEMENT AND ACCEPTANCE

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

Date signed \_\_\_\_\_  
Date signed \_\_\_\_\_  
Date signed \_\_\_\_\_  
Date signed \_\_\_\_\_  
Date signed \_\_\_\_\_

**CAROLINE MCANALLY AND KENNETH KERBST**  
PIN: 5876-20-8178  
DB: 3501 PG: 3778

**B ELLIOTT ENTERPRISE INC**  
PIN: 5876-30-0292  
DB: 3711 PG: 2037

**PRESLEY JR AND TRACI MOORE**  
PIN: 5876-20-7088  
DB: 3685 PG: 2102

**LISSARA LAND, LLC**  
PIN: 5876-20-6080  
PB 70, PG: 174

**THOMAS L. HALL**  
PIN: 5875-29-7983  
DB: 2900 PG: 1455

**JEFFREY T. FERNER**  
PIN: 5875-39-2826  
DB: 2760 PG: 3657

**THOMAS L. HALL**  
PIN: 5875-29-8707  
DB: 2856 PG: 1491

**THOMAS L. HALL**  
PIN: 5875-29-8707  
DB: 2856 PG: 1491

**ANGELA RACHEL DARGIS**  
PIN: 5875-39-1476  
DB: 3620 PG: 3835

**THE LAKE AT LISSARA HOA, INC.**  
PIN: 5875-29-2768  
DB: 3498 PG: 4101

**THE LAKE AT LISSARA HOMEOWNERS ASSOCIATION INC**  
PIN: 5875-19-8263  
DB: 3498 PG: 4101

**KENNY R AND AMY PLEMMONS**  
PIN: 5875-29-6305  
DB: 2932 PG: 1386

**JUSTIN AND NATALIE MYERS**  
PIN: 5875-39-0196  
DB: 3489 PG: 583

SURVEYOR CERTIFICATION FOR CLOSURE

I, Jason Morehead, certify that this plat was drawn under my supervision from an actual survey made under my supervision (deed description recorded in Book as notes, Page, etc.) (other); that the boundaries not surveyed are clearly indicated as drawn from information found in Book as noted Page \_\_\_\_\_; that the ratio of precision as calculated is 1:10,000; that this plat was prepared in accordance with G.S. 47-30 as amended. Witness my original signature, license number and seal

this 17TH day of MARCH, A.D. 2023

Seal or Stamp

**PRELIMINARY**  
NOT FOR RECORDATION,  
DEEDS, OR BUILDING

GRAPHIC SCALE



( IN FEET )  
1 inch = 50 ft.

SURVEYOR CERTIFICATION FOR SUBDIVISION

I, Jason Morehead, Professional Land Surveyor No. 4584, certify that this plat is of a survey that creates a subdivision of land within the area of a county or municipality that has an ordinance that regulates parcels of land.

Professional Land Surveyor, No. 4584

Forsyth County Register of Deeds

Plat Registration

Filed for registration at \_\_\_\_\_ o'clock \_\_\_\_\_

This the \_\_\_\_\_ Day of \_\_\_\_\_

and recorded in Plat Book \_\_\_\_\_, Page \_\_\_\_\_

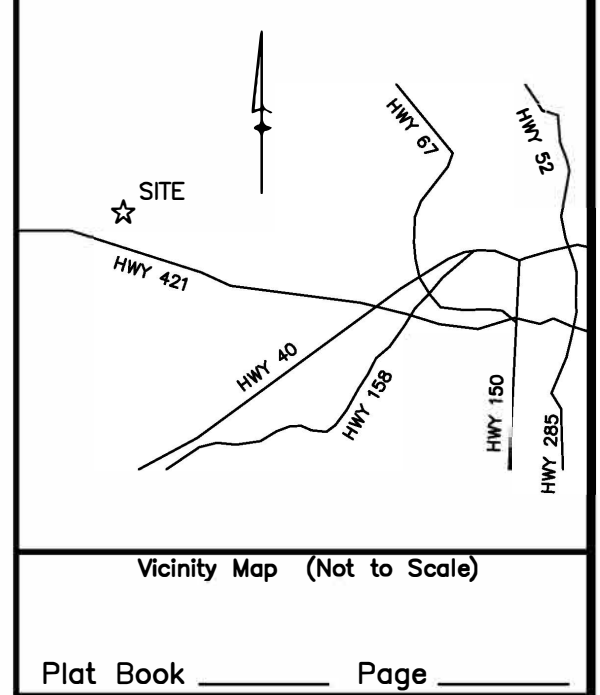
Filing Fee Paid: Lynne Johnson, Register of Deeds

By: \_\_\_\_\_

Assistant/Deputy  
Forsyth County, North Carolina

NOTE:

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



Certificate of Global Positioning Systems Surveys

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

- 1) Class of survey: CLASS A
- 2) Positional accuracy: does not exceed 0.10'
- 3) Type of GPS field procedure: RTK-Network VRS
- 4) Date of survey: \_\_\_\_\_
- 5) Datum/Epoch: NAD 83 (NGRS 2011)
- 6) Published/Fixed control: NCGS Network VRS
- 7) Geoid model: GENUIN2
- 8) combined grid factor: \_\_\_\_\_
- 9) Units: U.S. Survey Foot

and that this map was prepared in accordance with the standards and practice for land surveying as outlined by the NC Administration Code Title 21, Chapter 56.1607.

Witness my hand and official seal

this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

L-4584  
License No.

Professional Land Surveyor

THE PURPOSE OF THIS PLAT IS TO SERVE AS AN ILLUSTRATION SHOWING PROPERTY THAT IS TO BE ANNEXED INTO LEWSVILLE

Annexation Plat for  
**The Lake at Lissara**

OWNERS

THOMAS L HILL 306 PLEMMONS ROAD LEWISVILLE, NC 27023	JEFFREY T. FERNER 283 PLEMMONS RD. LEWISVILLE, NC 27023
THE LAKE AT LISSARA HOA, INC 0 LISSARA LODGE DRIVE LEWISVILLE, NC 27023	LISSARA PARTNERS LLC 0 LISSARA LODGE DRIVE LEWISVILLE, NC 27023

Deed Book 2856, Page 1491  
Plat Book 70, Page 174  
4.04 AC.± Total  
Area by computer

SCALE 1" = 50'  
TOWNSHIP Vienna COUNTY Forsyth STATE North Carolina DATE 06/16/23

SURVEYED: CW/crew  
MAPPED: JCM/nfz  
Allied Land Surveying Co., P.A.  
Firm License: C-0721  
4720 Kester Mill Road Phone (336) 765-2377  
Winston-Salem, N.C. 27103 FAX 760-8886 survey.dwg  
e-mail- info@Allied-EngSurv.com

#2023





**RESOLUTION 2023-037 OF THE LEWISVILLE TOWN COUNCIL  
ACCEPTANCE AND APPROVAL OF MONTHLY DISBURSEMENTS**

**WHEREAS**, the Finance Officer has presented the Town Council with the Revenue Statement Summary and the Encumbrances and Expenditure State Summary of figures for the one month ended July 31, 2023; and

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

**NOW, THEREFORE BE IT RESOLVED THAT** the Lewisville Town Council accepts the Revenue Statement Summary and the Encumbrances and Expenditure Statement Summary for the one month ended July 31, 2023 and incorporated herein.

Adopted this the 14<sup>th</sup> day of September 2023 by the Lewisville Town Council.

ATTEST:

\_\_\_\_\_  
Mike Horn, Mayor

\_\_\_\_\_  
Dora K. Moore, Town Clerk

**Town of Lewisville**  
**Financial Budget to Actual Report - General Fund**  
**One Month Ended July 31, 2023**

**General Fund**

Revenues	Budget	Revenue Year to Date	Revenue Over (Under) Budget	Percentage Collected
Property Tax Collections	\$ 2,993,220.00	\$ -	\$ (2,993,220.00)	0.00%
Sales Tax Revenue	1,272,770.00	-	(1,272,770.00)	0.00%
Other Revenues	1,515,280.00	26,690.27	(1,488,589.73)	1.76%
Transfer from ARPA Special Revenue Fund	-	-	-	-
<b>Subtotal</b>	<b>5,781,270.00</b>	<b>\$ 26,690.27</b>	<b>\$ (5,754,579.73)</b>	<b>0.46%</b>
Appropriation from Fund Balance	432,107.00			
<b>Total</b>	<b>\$ 6,213,377.00</b>			

Departments	Budget	Expenditures Year to Date	Encumbrances Year to Date	Unencumbered and Unspent Balance	Percentage of Budget Spent or Encumbered
Governing Body	\$ 363,052.00	\$ 37,363.14	\$ 41,373.75	\$ 284,315.11	21.69%
Administration	955,200.00	115,790.28	30,889.12	808,520.60	15.36%
Finance	292,977.00	34,242.52	-	258,734.48	11.69%
Debt Service	228,800.00	-	-	228,800.00	0.00%
Planning & Zoning	466,340.00	17,370.00	5,000.00	443,970.00	4.80%
Beautification	115,407.00	6,783.91	89,784.61	18,838.48	83.68%
Community Policing	824,750.00	3,120.00	793,793.00	27,837.00	96.62%
Public Safety	15,075.00	1,073.00	-	14,002.00	7.12%
Public Works	557,091.00	28,594.18	51,866.87	476,629.95	14.44%
Streets	292,865.00	789.34	73.27	292,002.39	0.29%
Powell Bill	386,550.00	2,450.00	-	384,100.00	0.63%
Storm Water	152,642.00	5,913.00	41,831.71	104,897.29	31.28%
Solid Waste	1,077,790.00	-	-	1,077,790.00	0.00%
Recycling	9,215.00	-	-	9,215.00	0.00%
Parks and Recreation	350,623.00	38,865.06	42,800.75	268,957.19	23.29%
Transfers to Capital Projects Funds	-	-	-	-	-
Transfers to Capital Reserves	125,000.00	125,000.00	-	-	100.00%
<b>Total</b>	<b>\$ 6,213,377.00</b>	<b>\$ 417,354.43</b>	<b>\$ 1,097,413.08</b>	<b>\$ 4,698,609.49</b>	<b>24.38%</b>

General Fund Balance 7/1/2022	\$ 7,943,133.05
Increase (Decrease) FY 2022-2023 (Preliminary)	(1,822,633.55)
Year-to-Date Increase (Decrease) FY 2023-2024	(390,664.16)
General Fund Balance 7/31/2023	<u>\$ 5,729,835.34</u>

**Town of Lewisville**  
**Financial Budget to Actual Report - Willow Run Municipal Service District**  
**One Month Ended July 31, 2023**

***Willow Run Municipal Service District***

Revenues	Budget	Revenue Year to Date	Revenue Over (Under) Budget	Percentage Collected
Revenues	\$ 39,352.00	\$ 701.98	\$ (38,650.02)	1.78%
<b>Subtotal</b>	39,352.00	<b>\$ 701.98</b>	<b>\$ (38,650.02)</b>	<b>1.78%</b>
Appropriation from Fund Balance	-			
<b>Total</b>	<b>\$ 39,352.00</b>			

	Budget	Expenditures Year to Date	Encumbrances Year to Date	Unencumbered and Unspent Balance	Percentage of Budget Spent or Encumbered
Expenditures	\$ 39,352.00	\$ -	\$ -	\$ 39,352.00	0.00%
<b>Total</b>	<b>\$ 39,352.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 39,352.00</b>	<b>0.00%</b>

MSD Fund Balance 7/1/2022	\$ 192,445.34
Increase (Decrease) FY 2022-2023 (Preliminary)	41,127.40
Year-to-Date Increase (Decrease) FY 2023-2024	701.98
MSD Fund Balance 7/31/2023	<u><u>\$ 234,274.72</u></u>

**Town of Lewisville  
July 31, 2023**

<b>Capital Reserve Funds</b>					
	Fund Balance 7/1/2023	Transfers In	Transfers Out	Investment Earnings	Fund Balance 7/31/2023
GWR ROW/Construction Capital Reserve	\$ 1,090,536.88	\$ -	\$ -	\$ 4,680.10	\$ 1,095,216.98
Sidewalks, Bike Paths, and Greenways Capital Reserve	163,166.47	25,000.00	-	800.66	188,967.13
Municipal Buildings/Land Capital Reserve	135,263.38	-	-	580.49	135,843.87
Public Works Facility Capital Reserve	855,960.81	-	-	3,673.40	859,634.21
Parks & Recreation Capital Reserve	414,845.38	100,000.00	(459,854.22)	1,725.58	56,716.74
<b>Total</b>	<b>\$ 2,659,772.92</b>	<b>\$ 125,000.00</b>	<b>\$ (459,854.22)</b>	<b>\$ 11,460.23</b>	<b>\$ 2,336,378.93</b>

<b>American Rescue Plan Act Special Revenue Fund</b>	
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)
Investment earnings	101,902.02
<b>American Rescue Plan Act Special Revenue Fund - Cash Balance 7/31/2023</b>	<b>\$ 1,812,602.81</b>

**Town of Lewisville  
July 31, 2023**

<b>Capital Projects Funds - Since Inception</b>								
	Revenue	Expenditures	Transfers In	Transfers Out	Investment Earnings	Loan Proceeds	Fund Balance <b>7/31/2023</b>	<b>Budget</b>
GWR ROW/Construction Capital Project	\$ 221,684.95	\$(1,093,360.03)	\$ 1,563,000.00	\$ -	\$ 75,545.21	\$ -	\$ 766,870.13	\$ 1,563,800.00
JWP Maintenance Facility/Playground Expansion Capital Project	-	(35,481.33)	55,000.00	(21,270.78)	1,752.11	-	(0.00)	\$ 55,000.00
Gateway Project Capital Project	882,728.83	(1,136,919.07)	1,591,667.00	-	38,472.00	-	1,375,948.76	\$ 3,874,874.00
Community Center Capital Project	100,000.00	(4,789,472.19)	2,947,137.00	-	10,300.83	2,000,000.00	267,965.64	\$ 4,947,137.00
Roundabout at Lewisville-Vienna Road and Robinhood Road Capital Project	216,609.67	(271,293.09)	560,297.00	-	19,289.92	-	524,903.50	\$ 2,801,485.00
Jack Warren Park Improvements	-	-	481,125.00	-	456.45	-	481,581.45	\$ 520,645.00
Lewisville-Vienna Multipurpose Path	-	-	-	-	-	-	-	\$ 1,766,453.00
<b>Total</b>	<b>\$ 1,421,023.45</b>	<b>\$(7,326,525.71)</b>	<b>\$ 7,198,226.00</b>	<b>\$ (21,270.78)</b>	<b>\$ 145,816.52</b>	<b>\$2,000,000.00</b>	<b>\$ 3,417,269.48</b>	<b>\$ 15,529,394.00</b>

**Lewisville Town Council**  
**Briefing and Action Meeting Minutes**  
**August 3, 2023 – 6:30 PM**  
**Lewisville Town Hall 2<sup>nd</sup> Floor Conference Room**  
**6510 Shallowford Road**

**1. Call to Order:**

- A. Mayor Horn opened the meeting at 6:30 PM. In attendance were Mayor Mike Horn, Mayor Pro Tem Jeanne Marie Foster and Council Members Melissa Hunt, Ken Sadler, and Jane Welch. Also attending were Town Manager James Ayers, Assistant Town Manager/Planning Director Stacy Tolbert, Finance Director Pam Orrell, Town Clerk Dora Moore, Public Works Director Jon Hanna, and Attorney Elliot Fus. Council Members Fred Franklin and David Smitherman were absent.
- B. Adoption of Agenda – Council Member Hunt moved to approve the agenda. The motion was seconded by Council Member Welch and approved unanimously.

**2. Items Requiring Council Direction**

- A. Application to serve on Beautification Committee – Miriam Selby – This item will be placed on the August 10, 2023 agenda for consideration.
- B. Application to fill unexpired Zoning Board of Adjustment term – Andrew Flanagan – This item will be placed on the August 10, 2023 agenda for consideration.

**3. Items Requiring Action at Briefing – None**

**4. Old Business – None**

**5. Administrative Reports**

- A. Clerk
  - i. Blood drive – August 9, 1-5 PM at Mary Alice Warren Community Center
  - ii. Summer Student Leadership – Fifteen students have registered for the Summer Student Leadership scheduled for August 15.
- B. Community Center Facilities Manager
  - i. Quarterly report – Mr. Moore reported that nonprofit usage of the Mary Alice Warren Community Center (MAWCC) is up quite a bit. He also reported that the new fee structure for MAWCC has resulted in more rentals. Staff was asked to evaluate social media promotions of events sponsored by Shallowford Foundation. Council Member Hunt inquired what room(s) at MAWCC is occupied most and the percentage of nonprofit reservations.

**6. Tentative Agenda Items for Regular Meeting on July 13, 2023**

- A. Consent Agenda
  - i. Resolution 2023-032 – Financial statements for the year ended June 30, 2023 – PRELIMINARY AND UNAUDITED
  - ii. Approval of Agenda Briefing Minutes – July 6, 2023
  - iii. Approval of Closed Session Minutes – July 6, 2023
  - iv. Approval of Regular Meeting Minutes – July 13, 2023
  - v. 2023 Meeting Schedule revision
    - a. The revised 2023 Meeting Schedule reflects the Public Art Advisory Committee meetings.

B. Introductions, Recognitions, Presentations and/or Proclamations

i. Presentations

a. UDO rewrite kickoff – Kimley-Horn

1. Representatives of Kimley-Horn will be in Lewisville on August 10 to meet with staff, look at past projects, cases and plans, and give a short presentation at the Council meeting. Kimley-Horn will also have one-on-one sessions with Council and Planning Board members. Mrs. Tolbert stated the rewrite is for clarity and to determine if changes related to NCGS are needed.

b. Annual Comprehensive Financial Report for the fiscal year ended June 30, 2022 – “Certificate of Achievement for Excellence in Financial Reporting”

1. Mrs. Orrell shared this is the 18<sup>th</sup> time the Town has received this honor.

C. Technical Review

i. Resolution 2023-033 – Lewisville Technical Review for Compliance (LTRC) for Beroth Circle subdivision – L-PBR 2023001

a. Mrs. Tolbert reported this is for a major subdivision allowed by right. The Beroth Circle subdivision will be located off Lewisville-Vienna Road. There current zoning is RS-30 and lots will be greater than 40,000 square feet. The increase in lot size does not require a zoning change. Curb and guttering is not required. There will be 27 lots on 33.88 acres. Eight lots will have access off of a new road, Cora Mae Lane. The properties will have public water and septic. Both the Planning Board and staff recommend approval.

D. New Business

i. Ordinance 2023-030 – Capital Project Ordinance – Lewisville-Vienna Multipurpose Path

ii. Ordinance 2023-031 – Amendment to Budget Ordinance 2023-001 – Transfer from Sidewalks, Bike Paths & Greenways Capital Reserve Fund to the Lewisville-Vienna Multipurpose Path Capital Projects Fund - \$188,100

iii. Ordinance 2023-032 – Sidewalks, Bike Paths & Greenways Capital Reserve Ordinance Amendment - \$188,100

iv. Ordinance 2023-034 – Amendment to Budget Ordinance 2023-001 – Transfer from General Fund to the Lewisville-Vienna Multipurpose Path Capital Projects Fund - \$165,191

a. Mrs. Orrell noted the first four items under New Business are related to the Lewisville-Vienna Multipurpose Path. The Town has been awarded a federal CMAQ (Congestion Mitigation & Air Quality) grant to construct approximately 1.9 miles of a multi-use path along Lewisville-Vienna Road. The proposed path will connect single family housing to the existing sidewalk network. The Town Manager has signed the agreement with the NC Department of Transportation for the locally administered project with the following breakdown:

CMAQ - Federal Funds	\$ 1,413,162	80%
Town Match	\$ 353,291	20%
Total Estimated Cost	\$ 1,766,453	100%

With this agreement in place, the staff is ready to proceed with the RFQ (Request for Qualifications) for the design services. As such, staff is recommending approval of the capital project ordinance titled **Lewisville-Vienna Multipurpose Path Capital Projects Fund** with the following budget for expenditures and revenues:

<b>EXPENDITURES</b>	
Preliminary Engineering	\$ 154,325
Right-of Way/Utility Relocation	\$ 100,000
Construction	\$ 1,512,128
<b>Total Expenditures</b>	<b>\$ 1,766,453</b>

<b>REVENUES</b>	
Transfer from Sidewalks, Bike Paths, & Greenways Capital Reserve Fund	\$ 188,100
Transfer from General Fund	\$ 1,578,353
<b>Total Revenues</b>	<b>\$ 1,766,453</b>

- v. Resolution 2023-034 – Advertising Electronic Auction by Electronic Means Only
  - a. This resolution will allow electronic auctions to be advertised by electronic means only per NCGS 160A-270(c).
- vi. Ordinance 2023-033 – Disposal of Surplus Property
  - a. This ordinance allows the Town Manager to dispose of surplus personal property less than \$30,000 per NCGS 160A-266. The current ordinance is less than \$5,000.
- vii. Ordinance 2023-035 – Jack Warren Park Improvements (PARTF) – McGill & Associates
  - a. McGill & Associates, PA was selected as the highest-rated firm for the Jack Warren Park Improvements PARTF grant project.

**7. For the Good of the Order**

- A. Candidate forum – On behalf of the Lewisville Civic Club, Bo Houff and Joyce Walker requested use of the Town Hall Council Chambers for a candidate forum on October 19 at 7:30 PM. Mayor Horn suggested televising and rebroadcasting the forum on Channel 6. Council consensus was given to allow the Civic Club to use the Town Hall Council Chambers for a candidate forum.
- B. Food drive to benefit LCAP (Lewisville Community Assistance Program) – Participants of the Town’s last concert on October 14 will have an opportunity to bring non-perishable food items for LCAP. This organization serves over 100 homes/month.
- C. Newly Elected Officials Orientation – An orientation for newly elected officials will be held November 30. A save-the-date will be given to all candidates.
- D. CPR class – Lewisville Fire Department has received CPR manikins and will be scheduling a class to be held at MAWCC.
- E. December 7, 2023 agenda briefing – Due to municipal elections, the meeting schedule will be revised to reflect the cancellation of the December 7 agenda briefing.
- F. Mayor Pro Tem Foster and Council Member Sadler will need to attend the August 10 meeting virtually.
- G. The National Night Out event was well-attended and received by the community.



8. **Adjournment** – Council Member Sadler moved to adjourn the meeting at 7:58 PM. The motion was seconded by Council Member Welch and approved unanimously.

ATTEST:

\_\_\_\_\_  
Mike Horn, Mayor

\_\_\_\_\_  
Dora K. Moore, Town Clerk

DRAFT

**Lewisville Town Council**  
**Regular Meeting Minutes**  
**August 10, 2023 – 7:00 PM**  
**Lewisville Town Hall Council Chambers**  
**6510 Shallowford Road**

**1. Call to Order:**

- A. Mayor Horn opened the meeting at 7:00 PM. In attendance were Mayor Mike Horn and Council Members Fred Franklin, Melissa Hunt, Ken Sadler (remotely), David Smitherman, and Jane Welch. Also attending were Town Manager James Ayers, Assistant Town Manager/Planning Director Stacy Tolbert, Town Clerk Dora Moore, Communications Specialist Veronica Leasure and Town Attorney Elliot Fus. Mayor Pro Tem Jeanne Marie Foster was not in attendance.
- B. Invocation – Council Member Jane Welch
- C. Pledge of Allegiance – Council Member David Smitherman
- D. Adoption of Agenda – Council Member Franklin moved to approve the agenda. The motion was seconded by Council Member Smitherman and approved unanimously.

**2. Consent Agenda**

- A. Resolution 2023-032 – Financial statements for the year ended June 30, 2023 – PRELIMINARY AND UNAUDITED
  - i. Mayor Horn noted the Town has \$13.5 million in funds. He further noted that despite the recent \$1.8 million settlement, the Town is in good financial condition.
- B. Approval of Agenda Briefing Minutes – July 6, 2023
- C. Approval of Closed Session Minutes – July 6, 2023
- D. Approval of Regular Meeting Minutes – July 13, 2023
- E. 2023 Meeting Schedule revision

Council Member Welch moved to approve the consent agenda items. The motion was seconded by Council Member Hunt and approved unanimously. *(Resolution 2023-032 is herein incorporated by reference into the minutes. The revised 2023 meeting schedule has been incorporated into the minutes.)*

**3. Presentations, Introductions and/or Proclamations**

- A. Presentations
  - i. UDO (Unified Development Ordinance) rewrite kickoff – Kimley-Horn
    - a. Kelley Klepper shared a presentation related to the UDO rewrite. The Town’s current Comprehensive Plan is robust and the rewrite process will take 12-14 months. It was noted that some ordinance changes may be needed and codes of municipalities similar in size will be compared. At least three community meetings will be held and there will also be opportunities for the Town’s boards and committees to have input. *(Presentation is incorporated into the minutes.)*
  - ii. Annual Comprehensive Financial Report for the fiscal year ended June 30, 2022 – “Certificate of Achievement for Excellence in Financial Reporting”
    - a. Mrs. Orrell shared the Town has received the Certificate of Achievement for Excellence in Financial Reporting for fiscal year ended June 30, 2022. She stated this is the 18<sup>th</sup> year the Town has received the honor. *(Certificate is incorporated into the minutes.)*

4. **Public Forum** – No comments.

5. **Old Business** – None

6. **Appointments**

- A. Appointment Order 2023-008 – Miriam Selby – Lewisville Beautification Committee – Council Member Hunt moved to approve Appointment Order 2023-008. Motion was seconded by Council Member Sadler and approved unanimously. *(Appointment Order 2023-008 is herein incorporated by reference into the minutes.)*
- B. Appointment Order 2023-009 – Andrew Flanagan – Zoning Board of Adjustment – Alternate – Council Member Franklin moved to approve Appointment Order 2023-009. Motion was seconded by Council Member Hunt and approved unanimously. *(Appointment Order 2023-009 is herein incorporated by reference into the minutes.)*

7. **Technical Review**

- A. Resolution 2023-033 – Lewisville Technical Review for Compliance (LTRC) for Beroth Circle subdivision – L-PBR 2023001 – Mrs. Tolbert shared a presentation about the Beroth Circle subdivision. She stated this is a major subdivision allowed by right with no zoning change or public hearing required. The subdivision will have 27 lots on 33.88 acres. All lots will be greater than 40,000 square feet. On June 14, 2023, the Planning Board recommended approval with the following requirements:
  - 1) 1 tree per 45 linear feet plus 1 additional tree per lot in conventional subdivision.
  - 2) Erosion control permits shall be obtained through the City of Winston-Salem.
  - 3) TRC comments must be remedied.
  - 4) Stormwater management permits must be obtained through the Town of Lewisville before issuing erosion control, building, or zoning permits.

Council Member Sadler moved to approve Resolution 2023-033. The motion was seconded by Council Member Hunt and approved unanimously. *(Resolution 2023-033 is herein incorporated by reference into the minutes. The presentation is incorporated into the minutes.)*

8. **New Business**

- A. Ordinance 2023-030 – Capital Project Ordinance – Lewisville-Vienna Multipurpose Path – Mrs. Orrell requested Council establish a Capital Project Ordinance in the amount of \$1,766,453 for the Lewisville-Vienna Multipurpose Path. Council Member Welch moved to approve Ordinance 2023-030. The motion was seconded by Council Member Hunt and approved unanimously. *(Ordinance 2023-030 is herein incorporated by reference into the minutes.)*
- B. Ordinance 2023-031 – Amendment to Budget Ordinance 2023-001 – Transfer from Sidewalks, Bike Paths & Greenways Capital Reserve Fund to the Lewisville-Vienna Multipurpose Path Capital Projects Fund - \$188,100 – Council Member Franklin moved to approve Ordinance 2023-031. The motion was seconded by Council Member Smitherman and approved unanimously. *(Ordinance 2023-031 is herein incorporated by reference into the minutes.)*
- C. Ordinance 2023-032 – Sidewalks, Bike Paths & Greenways Capital Reserve Ordinance Amendment - \$188,100 – Council Member Hunt moved to approve Ordinance 2023-032. The motion was seconded by Council Member Smitherman and approved unanimously. *(Ordinance 2023-032 is herein incorporated by reference into the minutes.)*
- D. Ordinance 2023-034 – Amendment to Budget Ordinance 2023-001 – Transfer from General Fund to the Lewisville-Vienna Multipurpose Path Capital Projects Fund - \$165,191 – Council Member

Franklin moved to approve Ordinance 2023-034. The motion was seconded by Council Member Welch and passed unanimously. (*Ordinance 2023-034 is herein incorporated by reference into the minutes.*)

- E. Resolution 2023-034 – Advertising Electronic Auction by Electronic Means Only – Council Member Sadler moved to approve Resolution 2023-034. The motion was seconded by Council Member Franklin and passed unanimously. (*Resolution 2023-034 is herein incorporated by reference into the minutes.*)
- F. Ordinance 2023-033 – Disposal of Surplus Property – Mrs. Moore reported this ordinance would increase the personal property disposal threshold by the Town Manager from \$5,000 to \$30,000. Council requested to be notified of disposals. Council Member Franklin moved to approve Ordinance 2023-033. The motion was seconded by Council Member Smitherman and approved unanimously. (*Ordinance 2023-033 is herein incorporated by reference into the minutes.*)
- G. Ordinance 2023-035 – Capital Project Ordinance Amendment – Jack Warren Park Improvements – Manager Ayers reported an additional \$39,520 is needed for bidding and construction phase services such as inspections. The funds will be transferred from the Parks & Recreation Capital Reserve Fund into the Jack Warren Park Capital Improvements Capital Project. Council Member Franklin moved to approve Ordinance 2023-035. The motion was seconded by Council Member Sadler and approved unanimously. (*Ordinance 2023-035 is herein incorporated by reference into the minutes.*)
- H. Resolution 2023-035 – Jack Warren Park Improvements (PARTF) – McGill & Associates contract – McGill & Associates was selected as the highest-rated firm for the Jack Warren Park Improvements Project (PARTF). The project schedule includes four phases over 36 weeks at a value of \$116,500. Council Member Welch moved to approve Resolution 2023-035. The motion was seconded by Council Member Hunt and passed unanimously. It was noted that public input for the overall PARTF plan was done prior to the PARTF grant application. During the contract process, three public sessions will be held. (*Resolution 2023-035 is herein incorporated by reference into the minutes.*)

## 9. Administrative Reports

- A. Upcoming events and closings
  - i. August 19 – Tell Me Lies – Fleetwood Mac Tribute Band – 7-8:30 PM
  - ii. September 4 – Labor Day – Town Offices Closed
    - a. Garbage will be delayed one day all week.
  - iii. September 9 – Chicago Rewired – Chicago Tribute Band – 7-9 PM
    - a. Mayor Horn noted there have been great crowds at all the concerts thus far this year.
- B. Clerk's Report
  - i. Blood Drive – August 9 – 1-5 PM – MAWCC
    - a. Twenty-four units were collected and the Red Cross was unable to accommodate three individuals.
  - ii. Summer Student Leadership – August 15 – 9 AM-4 PM
    - a. Fifteen students have registered for this one-day session. Staff is excited to welcome the students and share information about Lewisville government.

## 10. For the Good of the Order

- A. Public comments
  - i. Susan Frey, 165 Will Austin Court – Mrs. Frey shared her appreciation for the National Night Out event.
- B. Council comments
  - i. Council Member Welch thanked Manager Ayers for working with the Lewisville Fire Department to schedule a CPR class. The class will be held November 3 at 1 PM at MAWCC and is limited to 25 participants.

- ii. Council Member Franklin inquired when the next e-cycle event through the Waste Management contract will be held.
- iii. Council Member Smitherman noted more recycling bins are needed for events at Shallowford Square and they need to be more visible.
- iv. Council Member Smitherman inquired if there is an organization that will check on elderly residents. Mayor Horn stated most churches check on their elderly members. Council Member Welch noted the Forsyth County Sheriff's Office will check on individuals as well.
- v. Council Member Franklin inquired if underbrushing will be addressed during the PARTF project.
- vi. Council Member Hunt congratulated staff for a great National Night Out event noting her appreciation for staff talking with Town residents. She stated the heart of the Town was there and it was encouraging to talk with people.
- vii. Mayor Horn shared the Clemmons Courier has an article about Merrikay Brown.
- viii. Mayor Horn extended thanks to staff for what they do.

11. **Adjournment** – Council Member Smitherman moved to adjourn the meeting at 8:15 PM. The motion was seconded by Council Member Franklin and approved unanimously.

ATTEST:

\_\_\_\_\_  
Mike Horn, Mayor

\_\_\_\_\_  
Dora K. Moore, Town Clerk



**PROCLAMATION 2023-003  
CONSTITUTION WEEK  
SEPTEMBER 17-23, 2023**

**WHEREAS**, the Constitution of the United States of America embodies the principles of limited government in a republic dedicated to rule by law, and not by individuals; and,

**WHEREAS**, September 17, 2023, marks the 236<sup>th</sup> anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention of 1787; and,

**WHEREAS**, in celebrating the anniversary of this significant document, we honor and preserve the foundations of liberty and justice for every American citizen.

**NOW, THEREFORE**, I, Mike Horn, Mayor of the Town of Lewisville, hereby proclaim

**September 17-23, 2023 as Constitution Week**

in Lewisville. I urge all citizens to reaffirm the ideals established by the Framers of the Constitution as we work with each other to “secure the blessings of liberty to ourselves and or posterity.”

Proclaimed this the 14<sup>th</sup> day of September 2023.

---

Mike Horn, Mayor



**RESOLUTION 2023-038 OF THE TOWN OF LEWISVILLE  
FIXING DATE OF PUBLIC HEARING ON QUESTION OF ANNEXATION  
PURSUANT TO NCGS 160A-58**

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

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

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

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

Section 1. A public hearing on the question of annexation of the area described herein will be held at the Lewisville Town Hall located at 6510 Shallowford Road on October 12, 2023 at 7:00 PM.

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

PIN 5875-29-4961 – 0 Lissara Lodge Drive, Lewisville, NC 27023

PIN 5875-29-8787 (a portion of) – 306 Plemmons Road, Lewisville, NC 27023

PIN 5875-29-7983 – 400 Plemmons Road, Lewisville, NC 27023

PIN 5875-29-2768 (a portion of) – 0 Lissara Lodge Drive, Lewisville, NC 27023

PIN 5875-39-2826 (a portion of) – 283 Plemmons Road, Lewisville, NC 27023

**OFFICIAL METES AND BOUNDS FOLLOW:**

Beginning at a ½" iron pipe in the northwest corner of property currently owned by Justin and Natalie Myers (PIN: 5875-39-0196, DB 3489, Pg 583), The same point having a NC Grid coordinate (NAD83 2011) value of N: 859,611.53', E: 1,572,748.23'; Thence along the common line with Plemmons (DB 2932, Pg 1386) the following 2 calls: N02°20'39"E 87.65' to a ½" iron rebar; Thence N89°05'03"W 430.57' to a ¾" iron pipe; Thence along the common line with The Lake At Lissara HOA, Inc (DB 3498 Pg 4101) N01°37'50"E 30.40' to a point; Thence on a line through the property of The Lake at Lissara HOA, Inc N38°14'01"W 114.60' to a point in the southern Right-of-way line of Lissara Lodge Dr; Thence following the southern Right-of-way the following 4 calls: N51°27'58"E 108.49' to a point; on a curve to the right with a chord bearing N63°05'14"E 69.12' and radius of 175.00'; Thence N74°28'38"E 136.88' to a point; Thence on a curve to the left with a chord bearing N59°11'05"E 118.79' and a radius of 225.40' to a point; Thence leaving the Right-of-way and following the property of Lissara Land, LLC (PIN: 5876-20-6080, PB 70, Pg 174) S16°52'36"E 82.05' to a point; Thence N74°19'24"E 304.43' to a point; Thence going through part of the property of Jeffrey Ferner (DB 2760, Pg 3657) and within the Plemmons road right-

of-way the following 4 calls: S17°07'40"W 72.34' to a point; Thence on a curve to the left with a chord bearing S34°07'18"E 27.62' and a radius of 126.72' to a point; Thence S40°22'44"E 119.34' to a point; Thence S49°30'38"W 19.08' to a point in the northern line of Thomas L. Hall (DB 2856, Pg 1491) Thence through the property of Hall S49°30'38"W 338.34' to the POINT OF BEGINNING, Containing 4.04 acres more or less.

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

Adopted this the 14<sup>th</sup> day of September 2023 by the Lewisville Town Council.

\_\_\_\_\_  
Mike Horn, Mayor

ATTEST:

\_\_\_\_\_  
Dora K. Moore, Town Clerk





**RESOLUTION 2023-039 OF THE TOWN OF LEWISVILLE  
SETTING PUBLIC HEARING TO RECEIVE COMMENTS ON  
UDO L-106 REZONING REQUEST BY LISSARA PARTNERS, LLC AND OTHERS  
TO REZONE ANNEXED PROPERTY FROM  
RS-40C FORSYTH COUNTY JURISDICTION TO RS-40 LEWISVILLE JURISDICTION**

**WHEREAS**, the Lewisville Planning Board held its public hearing on August 9, 2023; and,

**WHEREAS**, Chapter 160A-364 of the North Carolina General Statutes (NCGS) provides that the public notices be given when adopting or amending ordinances pertaining to planning and development; and,

**WHEREAS**, NCGS 160A-364 requires that a notice of a public hearing be published twice in a newspaper having general circulation in the municipality not less than 10 days nor more than 25 days before the date fixed for the public hearing; and,

**WHEREAS**, NCGA 160A-384(a) *Methods of Procedure* states, "The city council shall provide for the manner in which zoning regulations and restrictions and the boundaries of zoning districts shall be determined, established and enforced, and from time to time amended, supplemented or changed, in accordance with the provisions of this Article."

**NOW THEREFORE BE IT RESOLVED BY THE LEWISVILLE TOWN COUNCIL** sets a public hearing to be conducted on October 12, 2023 at 7:00 PM in the Lewisville Town Hall located at 6510 Shallowford Road for the purpose of receiving public comment concerning this request.

Adopted this the 14<sup>th</sup> day of September 2023 by the Lewisville Town Council.

---

Mike Horn, Mayor

ATTEST:

---

Dora K. Moore, Town Clerk

## **PLANNED RESIDENTIAL DEVELOPMENT (PRD) STAFF REPORT**

### **The Lake at Lissara Phase II, Section VII**

**DOCKET:** L-106  
**STAFF:** Adam Barr, Planner  
**Petitioner:** Lissara Land, LLC  
**Ownership:** Lissara Partners LLC; Lissara Land, LLC; The Lake at Lissara HOA, Inc; Jeffrey Ferner; Thomas Hall.

### **REQUEST:**

A PRD in the RS-40C district. The request requires meetings of both the Planning Board and the Town Council for approval of a special use permit.

**PIN(s):** 5876-30-4845 (portion of), 5876-29-6080, 5875-39-2826 (portion of), 5875-29-4961, 5875-29-2768 (portion of), 5875-29-7983, & 5875-29-8707 (portion of)

**Acreage:** 4.13 ac

### **LOCATION:**

**Street(s):** Lissara Lodge Dr, Plemmons Rd  
**Jurisdiction:** Town of Lewisville (consecutive annexation)

### **PROPERTY SITE/IMMEDIATE AREA:**

**Existing Structures on Site:** The site currently has one single-family home, with the rest of proposed area being wooded/open field.

### **Adjacent uses:**

- \* North - Single family residences, Existing phase of The Lake at Lissara, zoned RS-40
- \* East - Vacant properties and large lot single family residences, zoned RS-40
- \* South - Vacant properties and large lot single family residences, zoned RS-40
- \* West - Vacant properties and large lot single family residences, zoned RS-40

### **GENERAL AREA:**

**Character/Maintenance:** The homes in this area are mainly single-family medium to large lots. The existing subdivision North of the subject property is the existing phases of The Lake at Lissara.

**PHYSICAL FEATURES:**

Topography: The site slopes gently from east to west away from Plemmons Rd.

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

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

**WATER AND SEWER FACILITIES:**

The lots are to be served by public water where all lines are sized to provide domestic water service to the site and meet minimum fire protection requirements. The sewer provided to the lots is a private system consisting of a low-pressure pump collection system of sewer lines.

**TRANSPORTATION:**

Direct Access to Site: Lissara Lodge Drive & Plemmons Road

Street Classification(s): Lissara Lodge Drive - Private Street

**CONFORMITY TO ORDINANCE/PLANS:**

Unified Development Ordinance - The Unified Development Ordinance Planned Residential Development Use Conditions requires pedestrian access be provided. This development has 987 linear feet of centerline and 3,318 linear feet of natural trails. The overall Lakes at Lissara subdivision has existing sidewalks and greenways/nature trails; however, the greenways/nature trails do not meet ADA standards. The Lakes at Lissara was granted an exemption in case L-088 on June 13, 2019 from these standards for the overall project, which would also apply in this case sense no new streets are being proposed. Open space is provided for in other areas of the development at a ratio sufficient to support the inclusion of the proposed properties while still maintaining compliance with the required standards.

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

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

#### **ANALYSIS:**

The applicant is requesting for the property to be annexed in to the Town of Lewisville for a Planned Residential Development. The property is currently zoned RS-40 under the Forsyth County zoning districts. Through this process, if approved, the property will be annexed into the Town, rezoned to RS-40 under the Town of Lewisville zoning districts and allowed a special use permit, approved by the Elected Body, for a PRD in the RS-40 zoning district.

The Town's *Comprehensive Plan* designates the area within which the project lies as rural due to it being located in the Yadkin River Watershed. This area is mainly seen as very low density and agricultural. The RS-40 zoning district requires lots to be a minimum of 40,000 sqft.

Town staff is of the opinion that the request is in general conformance with the Town's *Comprehensive Plan and Legacy* for the area. The developer has met the PRD requirements and the RS-40 requirements for overall density of the tract of land.

#### **FINDINGS OF FACT AT PLANNING BOARD MEETING:**

Findings of the Planning Board accompanying a favorable recommendation shall include:

- (1) The development is in conformity with Legacy
- (2) Water and sewer service are available in adequate capacity
- (3) Where buildings greater than thirty-five (35) feet in height are proposed within the Lewisville Town limits, there is adequate access for aerial fire-fighting equipment
- (4) Streets and highways, both within and in the vicinity of the development, are of such design and traffic-carrying capacity that the development will not create a traffic hazard

- (5) General layout and design of the development meet all requirements of this Ordinance
- (6) Adequate, safe and convenient provision is made for vehicular and pedestrian movement on the site with particular attention paid to the needs of public safety equipment and personnel (fire, police, etc.) and service vehicles and personnel (sanitation, postal delivery, etc.)
- (7) The Planning Board may recommend to the Elected Body conditions as identified in Section B.6-1.3(A)(1) for the issuance of the special use permit to reduce impacts associated with the project.

**RECOMMENDATION:**

The project meets the overall density requirements of the RS-40 zoning district as well as the PRD requirements as stated in Section 2-5.59. Staff recommends the project be approved as long as any conditions placed are met including the staff placed conditions below:

1. All comments from the Technical Review Committee shall be remedied.
2. A Staff Change shall be completed with the City|County Planning & Development Services Department to re-allocate open space required for the County approved Planned Residential Development to a new location prior to the signing of a final plat.



**RESOLUTION 2023-040 OF THE TOWN OF LEWISVILLE  
SETTING PUBLIC HEARING TO RECEIVE COMMENTS ON  
UDO L-106 REQUEST BY LISSARA PARTNERS, LLC AND OTHERS  
REQUESTING A SPECIAL USE PERMIT FOR A PLANNED RESIDENTIAL DEVELOPMENT (PRD)**

**WHEREAS**, the Lewisville Planning Board held its public hearing on August 9, 2023; and,

**WHEREAS**, Chapter 160A-364 of the North Carolina General Statutes (NCGS) provides that the public notices be given when adopting or amending ordinances pertaining to planning and development; and,

**WHEREAS**, NCGS 160A-364 requires that a notice of a public hearing be published twice in a newspaper having general circulation in the municipality not less than 10 days nor more than 25 days before the date fixed for the public hearing; and,

**WHEREAS**, NCGA 160A-384(a) *Methods of Procedure* states, "The city council shall provide for the manner in which zoning regulations and restrictions and the boundaries of zoning districts shall be determined, established and enforced, and from time to time amended, supplemented or changed, in accordance with the provisions of this Article."

**NOW THEREFORE BE IT RESOLVED BY THE LEWISVILLE TOWN COUNCIL** sets an evidentiary public hearing to be conducted on October 12, 2023 at 7:00 PM in the Lewisville Town Hall located at 6510 Shallowford Road for the purpose of receiving public comment concerning this request.

Adopted this the 14<sup>th</sup> day of September 2023 by the Lewisville Town Council.

\_\_\_\_\_  
Mike Horn, Mayor

ATTEST:

\_\_\_\_\_  
Dora K. Moore, Town Clerk



**RESOLUTION 2023-034 OF THE LEWISVILLE TOWN COUNCIL  
BENEVOLENCE POLICY**

**WHEREAS**, it is befitting to have a policy outlining when and how benevolence acknowledgements are to be made.

**NOW, THEREFORE BE IT RESOLVED**, that the Lewisville Town Council adopts the attached Benevolence Policy.

Adopted and effective this the 14<sup>th</sup> day of September 2023 by the Lewisville Town Council.

ATTEST:

\_\_\_\_\_  
Mike Horn, Mayor

\_\_\_\_\_  
Dora K. Moore, Town Clerk



## TOWN OF LEWISVILLE BENEVOLENCE POLICY

### **POLICY**

The Town of Lewisville will acknowledge employees, elected officials, and their immediate family members for certain life events.

### **DEFINITIONS**

- A. Immediate Family Member – For the purpose of this policy, an ‘immediate family member’ includes spouse or domestic partner, parents, grandparents, children, grandchildren and siblings. This also includes ‘in-laws’ and ‘steps.’
- B. Appropriate Acknowledgement – For the purpose of this policy, an appropriate acknowledgement depends on the life event and may include flowers, plant arrangement, gift basket, care package, or monetary donation to an organization of choice.

### **PROVISIONS**

- A. Notification – The Town Clerk shall be notified of the need for an acknowledgement.
- B. Arrangements – The Town Clerk will arrange for an acknowledgement to be sent. The acknowledgement will be signed “Town of Lewisville Council and Staff.”
- C. Spending Allowance – Allowance for each life event is \$75.00. Spending allowances may be increased under special circumstances as determined by the Town Manager.
- D. Eligibility
  1. Death – An acknowledgement will be sent in the death of a current or former employee, current employee’s immediate family member, current or former elected official, current elected official’s immediate family member, current Community Policing Officer and current Community Policing Officer’s spouse or children.
  2. Hospitalization or medical procedure – An acknowledgement will be sent for the hospitalization or leave of absence for a medical procedure of more than seven days to a current employee or current elected official.
  3. Birth or adoption – The Town will not send acknowledgements for the birth or adoption of a child. Employees are welcome to honor these life events on their own.

### **OPTING OUT**

Individuals may choose to opt-out of receiving any acknowledgements by notifying their supervisor of their privacy request. This will be communicated with the Town Clerk.