

Lewisville Town Council
Regular Meeting Agenda
September 8, 2022 – 7:00 PM
Lewisville Town Hall 1st Floor Council Chambers
6510 Shallowford Road

- 1. Call to Order:**
 - A. Roll Call
 - B. Invocation – Attorney Bo Houff
 - C. Pledge of Allegiance – Mayor Pro Tem Jeanne Marie Foster
 - D. Adoption of Agenda

- 2. Consent Agenda**
 - A. Resolution 2022-053 – Financial statements for the one month ended July 31, 2022 – ([Attachment #1](#))
 - B. Approval of Agenda Briefing Minutes – August 4, 2022 ([Attachment #2](#))
 - C. Approval of Closed Session Minutes – August 4, 2022
 - D. Approval of Regular Meeting Minutes – August 11, 2022 ([Attachment #3](#))
 - E. Approval of Closed Session Minutes – August 11, 2022
 - F. Approval of Called Meeting Minutes – August 17, 2022 ([Attachment #4](#))
 - G. Approval of Closed Session Minutes – August 17, 2022
 - H. Approval of Called Meeting Minutes – August 22, 2022([Attachment #5](#))
 - I. Approval of Closed Session Minutes – August 22, 2022
 - J. Approval of Called Meeting Minutes – August 25, 2022 ([Attachment #6](#))
 - K. Approval of Closed Session Minutes – August 25, 2022
 - L. Resolution 2022-054 – Accepting resignation of Susan Frey from Parks and Recreation Advisory Board ([Attachment #7](#))

- 3. Introductions, Recognitions, Presentations and/or Proclamations**
 - A. Sheriff's Office Report
 - B. Proclamation 2022-005 – Constitution Week – September 17-23 ([Attachment #8](#))
 - C. Recognition of Summer Student Leadership participants

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

- 5. Appointment(s)**
 - A. Appointment Order 2022-008 – Jennifer W. Haydon – Beautification Committee ([Attachment #9](#))
 - B. Appointment Order 2022-009 – Jennifer W. Haydon – Environmental, Conservation and Sustainability Committee ([Attachment #10](#))

- 6. Public Hearing(s)**
 - A. UDO L-167 Lewisville Rural Overlay
 1. Ordinance 2022-029 – UDO L-167 Lewisville Rural Overlay

- 7. Technical Review(s) – None**

- 8. Preliminary Site Plan Approval(s) – None**

- 9. Evidentiary Hearing(s) – None**

10. Annexation Request(s) – None

11. Old Business

- A. BAC status update
 - i. Plan of works – due September 30
 - ii. Orientation video – to be shown at September and October board and committee meetings
 - iii. Exit survey – being developed

12. New Business

- A. Ordinance 2022-047 – Budget amendment to purchase radar for Sergeant Stringer’s new patrol car - \$2,165 ([Attachment #11](#))
- B. Ordinance 2022-048 – Budget amendment to purchase four (4) mobile LED tower lights - \$13,196 ([Attachment #12](#))
- C. Ordinance 2022-049 – Budget amendment to retrofit post lights and reinstall and retrofit post light at Jack Warren Park - \$3,090 ([Attachment #13](#))
- D. Solar panel project
- E. Resolution 2022-055 – Amending Remote Meeting Participation Policy (Resolution 2020028) - ([Attachment #14](#))

13. Administrative Reports

- A. Upcoming events at Shallowford Square and Town holidays ([Attachment #15](#))
- B. Manager’s Report
 - i. Gateway project overview presentation
 - ii. PARTF grant
- C. Planning Report
- D. Attorney’s Report
- E. Clerk’s Report
 - i. Ethics training – on-demand course must be completed by October 31, 2022
 - ii. Summer Student Leadership update
- F. Community Center Facilities & Programming Manager Report
- G. Approvals at the Briefing and Action Meeting on September 1, 2022
 - i. Ordinance 2022-046 – Budget amendment to trim Crepe Myrtles at Jack Warren Park - \$5,500

14. For the Good of the Order

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

15. Closed Session – NCGS 143-318.11(a)(6)

16. Adjournment



**RESOLUTION 2022-053 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, 2022; 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, 2022 and incorporated herein.

Adopted this the 8th day of September 2022 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, 2022**

General Fund

Revenues	Budget	Revenue Year to Date	Uncollected	Percentage Collected
Property Tax Collections	\$ 2,883,926.00	\$ -	\$ 2,883,926.00	0.00%
Sales Tax Revenue	1,057,280.00	-	1,057,280.00	0.00%
Other Revenues	1,399,596.00	11,840.82	1,387,755.18	0.85%
Transfer from ARPA Special Revenue Fund	-	-	-	0.00%
Total	5,340,802.00	\$ 11,840.82	\$ 5,328,961.18	0.22%
Appropriation from Fund Balance	1,238,684.20			
	<u>\$ 6,579,486.20</u>			

Departments	Budget	Expenditures Year to Date	Encumbrances Year to Date	Unencumbered and Unspent Balance	Percentage of Budget Spent or Encumbered
Governing Body	\$ 311,623.00	\$ 28,895.38	\$ 79,092.52	\$ 203,635.10	34.65%
Administration	908,141.20	96,995.01	61,175.74	749,970.45	17.42%
Finance	266,245.00	35,885.06	6,679.99	223,679.95	15.99%
Debt Service	232,400.00	-	-	232,400.00	0.00%
Planning & Zoning	465,975.00	15,241.52	13,238.00	437,495.48	6.11%
Beautification	108,162.00	6,233.92	68,573.12	33,354.96	69.16%
Community Policing	783,330.00	2,120.00	-	781,210.00	0.27%
Public Safety	16,450.00	280.00	-	16,170.00	1.70%
Public Works	447,395.00	42,488.10	55,337.87	349,569.03	21.87%
Streets	250,585.00	764.58	-	249,820.42	0.31%
Powell Bill	385,357.00	2,250.00	-	383,107.00	0.58%
Storm Water	178,526.00	5,763.00	35,635.25	137,127.75	23.19%
Solid Waste	890,000.00	-	-	890,000.00	0.00%
Recycling	7,595.00	145.00	-	7,450.00	1.91%
Parks and Recreation	407,702.00	24,920.19	112,293.80	270,488.01	33.66%
Transfers to Capital Reserves	920,000.00	920,000.00	-	-	100.00%
Total	<u>\$ 6,579,486.20</u>	<u>\$ 1,181,981.76</u>	<u>\$ 432,026.29</u>	<u>\$ 4,965,478.15</u>	24.53%

General Fund Balance 7/1/2021	\$ 6,167,863.15
Increase (Decrease) FY 2021-2022 (Preliminary & Unaudited)	\$ 1,753,801.98
Year-to-Date Increase (Decrease) FY 6/30/2023	\$ (1,170,140.94)
General Fund Balance 7/31/2022	<u>\$ 6,751,524.19</u>

Town of Lewisville
Financial Budget to Actual Report - Willow Run Municipal Service District
One Month Ended July 31, 2022

Willow Run Municipal Service District

Revenues	Budget	Revenue Year to Date	Uncollected	Percentage Collected
Revenues	\$ 36,610.00	\$ 202.99	\$ 36,407.01	0.55%
Total	<u>\$ 36,610.00</u>	<u>\$ 202.99</u>	<u>\$ 36,407.01</u>	0.55%
Appropriation from Fund Balance	\$ -			
	<u>\$ 36,610.00</u>			

	Budget	Expenditures Year to Date	Encumbrances Year to Date	Unencumbered and Unspent Balance	Percentage of Budget Spent or Encumbered
Expenditures	\$ 36,610.00	\$ -	\$ -	\$ 36,610.00	0.00%
Total	<u>\$ 36,610.00</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 36,610.00</u>	0.00%

MSD Fund Balance 7/1/2021	\$ 193,840.25
Increase (Decrease) FY 2021-2022 (Preliminary & Unaudited)	\$ (2,064.29)
Year-to-Date Increase (Decrease) FY 6/30/2023	202.99
MSD Fund Balance 7/31/2022	<u>\$ 191,978.95</u>

**Town of Lewisville
Other Funds
July 31, 2022**

Capital Reserves Funds

GWR ROW/Construction Capital Reserve	\$ 1,052,437.28
Sidewalks, Bike Paths, and Greenways Capital Reserve	157,465.99
Municipal Buildings/Land Capital Reserve	130,537.74
Public Works Facility Capital Reserve	826,056.49
Parks & Recreation Capital Reserve	400,352.11
Total Capital Reserve Fund Balances	<u>\$ 2,566,849.61</u>

Capital Projects Funds

GWR ROW/Construction Capital Project	\$ 736,915.82
JWP Maintenance Facility/Playground Expansion Capital Project	20,687.91
Gateway Project Capital Project	191,806.01
Community Center Capital Project	282,879.93
Roundabout at Lewisville-Vienna Road and Robinhood Road Capital Project	209,534.54
Total Capital Projects Fund Balances	<u>\$ 1,441,824.21</u>

Special Revenue Funds

American Rescue Plan Special Revenue Fund	\$ 2,819,271.23
Total Special Revenue Funds	<u>\$ 2,819,271.23</u>

Lewisville Town Council
Briefing and Action Meeting Minutes
August 4, 2022 – 6:30 PM
Lewisville Town Hall 2nd 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 Fred Franklin, Melissa Hunt, Ken Sadler, David Smitherman and Jane Welch. Also attending were Interim Town Manager & Planner Stacy Tolbert, Finance Director Pam Orrell, Public Works Director Ryan Moser, Town Clerk Dora Moore and Attorney Bo Houff.
- B. Adoption of Agenda – Mayor Pro Tem Foster moved to approve the agenda as amended to include the resignation of Julie Rutledge under New Business. The motion was seconded by Council Member Smitherman and approved unanimously.

2. **Closed Session pursuant to NCGS 143-318.11(a)(3)** – Mayor Horn moved to enter into closed session to consult with attorney regarding pending litigation at 6:32 PM. The motion was seconded by Council Member Sadler and approved unanimously.

Council returned to open session at 7:54 PM.

3. **Introductions, Recognitions and Presentations for August 11, 2022** – None

4. **Items Requiring Council Direction**

- A. Council and staff fall social event – Due to Town events, a date for a Council and staff Christmas brunch or lunch will be determined.
- B. Mary Alice Warren Community Center facility fees and usage rules – Mrs. Tolbert shared that a couple of rentals have caused damage to the Mary Alice Warren Community Center (MAWCC) that exceeds the current security deposit of \$200/room. She further noted that a recent rental requested a specific number of tables and chairs but upon arriving for the event removed the tables and chairs and brought in tables and chairs from an outside vendor. These table and chairs left scratches in the floor that cannot be removed. It was noted staff only remains at MAWCC for large events. A proposed increase of the security deposit to \$300/room and prior approval of outside furniture rentals will be brought to Council at their next meeting. Council also wishes to evaluate how to have some type of presence at MAWCC for all events.
- C. Council Retreat prioritizations – Staff will schedule sessions for the September and October briefings to discuss the top council retreat prioritizations.

5. **Items Requiring Action at Briefing**

- A. Ordinance 2022-043 – Budget amendment to remove and grind stump of dead maple tree on Fred Moser lot for \$1,600 – Mayor Pro Tem Foster moved to approve Ordinance 2022-043 as presented. The motion was seconded by Council Member Welch and approved unanimously. *(Ordinance 2022-043 is herein incorporated by reference into the minutes.)*
- B. Resolution 2022-050 Contract with Russell Construction Company for \$13,400 – Staff presented a proposal from Russell Construction Company in the amount of \$13,400 for the following stormwater issues: 1) erosion improvements to repair washed side ditch at 320 Brookside Drive; 2) rock stabilization on shoulder at 345 Brookside Drive; and, 3) clearing/grading side ditch at 3091 Rainbow Avenue. Council Member Smitherman moved to approve Resolution 2022-050 as presented. The motion was seconded by Council Member Sadler and approved unanimously. *(Resolution 2022-050 is herein incorporated by reference into the minutes.)*

6. **Unfinished Business** – None

7. **Administrative Reports**

A. Manager

- i. Great Wagon Road (GWR) update – Mrs. Tolbert reported there has been some dialogue between the Town’s consultant and potential contractors for the Great Wagon Road (GWR) project. A non-mandatory, pre-bid meeting will be held August 9 and bids are due August 25.
- ii. Events update
 1. 80s Tribute – July 16 – Mrs. Tolbert shared this season has been one of the best attended concert series.
 2. Tom & Jerry movie – July 23 – This movie was well attended by the community.

B. Attorney – None

C. Public Works – None

D. Planning – None

E. Finance – None

F. Clerk

- i. Ethics Training – On-demand ethics training must be completed by October 31, 2022.
- ii. Summer Student Leadership – The one-day Summer Student Leadership session will be August 16 with twenty-seven participants enrolled.

G. Community Center Facilities & Programming Manager – None

8. **Agenda Items for Regular Meeting on August 11, 2022**

A. Tentative Agenda

i. Consent Agenda

1. Resolution 2022-049 – Financial statements for the year ended June 30, 2022 – PRELIMINARY AND UNAUDITED
2. Approval of Agenda Briefing Minutes – July 7, 2022
3. Approval of Closed Session Minutes – July 7, 2022
4. Approval of Regular Meeting Minutes – July 14, 2022
5. Approval of Closed Session Minutes – July 14, 2022
6. Resolution 2022-046 – Accepting resignation of Julie Rutledge from Parks and Recreation Advisory Board

ii. Introductions, Recognitions, Presentations and/or Proclamations

1. Presentations

- a. Sheriff’s Office

iii. Appointment(s)

1. Appointment Order 2022-007 – Roy Henry Fansler, Jr. – Environmental, Conservation and Sustainability Committee
 - a. Mr. Fansler lives outside the town limits and would serve as an ex-officio member.

iv. Public Hearings

1. UDO L-167 Lewisville Rural Overlay

- a. Ordinance 2022-029 – UDO L-167 Lewisville Rural Overlay (LRO)

- i. Mrs. Tolbert reported the Planning Board has deliberated on proposed changes related to the LRO and planned residential development (PRD). It is anticipated the Planning Board will schedule a public hearing for August 24 and the Council’s public hearing will be September 8. The public hearing will be advertised.

v. Technical Review(s)

- vi. Preliminary Site Plan Approvals
- vii. Evidentiary Hearings
- viii. Old Business
- ix. New Business
 - 1. Resolution 2022-048 – Holiday decorations contract - \$14,720
 - 2. Resolution 2022-051 – Storm sewer mapping contract - \$58,200
- B. Approval of Tentative Agenda for regular meeting on August 11, 2022
 - i. Council Member Smitherman moved to approve the tentative agenda for August 11, 2022. The motion was seconded by Council Member Welch and approved unanimously.

9. **For the Good of the Order**

- A. It was shared that the Red Cross will assist with those affected by the fire on Fairhaven.
- B. Manager search update – Mayor Horn shared that Matt Reece with Piedmont Triad Regional Council (PTRC) will share information of the top manager search applicants with Council for their review.
- C. Shallowford Foundation is giving the Town \$15,000 for programming at MAWCC in 2023.
- D. Mayor Horn reported he has been working with the three primary developers on Conrad Road to review initial site plans, DOT driveway cuts, etc. resulting in minimum disturbance of Conrad Road. If the properties connect to Lissara sewer, they will request voluntary annexation.

10. **Adjournment** – Council Member Franklin moved to adjourn the meeting at 8:59 PM. The motion was seconded by Council Member Smitherman and approved unanimously.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk

Lewisville Town Council
Regular Meeting Minutes
August 11, 2022 – 7:00 PM
Lewisville Town Hall Council Chambers
6510 Shallowford Road

1. Call to Order:

- A. Mayor Horn opened the meeting at 7:00 PM. In attendance were Mayor Mike Horn, Mayor Pro Tem Jeanne Marie Foster and Council Members Fred Franklin, Melissa Hunt, Ken Sadler, and Jane Welch. Also attending were Interim Town Manager & Planner Stacy Tolbert, Finance Director Pam Orrell, Town Clerk Dora Moore and Town Attorney Bowen Houff. Council Member David Smitherman was absent.
- B. Invocation – Attorney Bo Houff
- C. Pledge of Allegiance – Council Member Jane Welch
- D. Adoption of Agenda – Council Member Hunt moved to approve an amended agenda to include a closed session at the end of the meeting, council direction on solar panels under new business, and manager search process under old business. The motion was seconded by Council Member Welch and approved unanimously.

2. Consent Agenda

- A. Consent agenda items
 - i. Resolution 2022-049 – Financial statements for the year ended June 30, 2022 – PRELIMINARY AND UNAUDITED
 - ii. Approval of Agenda Briefing Minutes – July 7, 2022
 - iii. Approval of Closed Session Minutes – July 7, 2022
 - iv. Approval of Regular Meeting Minutes – July 14, 2022
 - v. Approval of Closed Session Minutes – July 14, 2022
 - vi. Resolution 2022-052– Accepting resignation of Julie Rutledge from Parks and Recreation Advisory Board
- B. Council Member Franklin moved to approve the consent agenda. The motion was seconded by Council Member Sadler and approved unanimously.
(Resolutions 2022-049 and 2022-052 are herein incorporated by reference into the minutes.)

3. Presentations, Introductions and/or Proclamations

- A. Forsyth County Sheriff's Office – Sergeant Stringer shared current call statistics. With the start of school at the end of the month, Sergeant Stringer explained that passing a stopped school bus will result in a \$500 fine and 5 points on the individual's driver license. Sergeant Stringer introduced Dimitri Galbreath as the Town's newest officer.

4. Public Forum – None

5. Appointment(s)

- A. Appointment Order 2022-007 – Roy Henry Fansler, Jr. – Environmental, Conservation and Sustainability Committee – Mayor Pro Tem Foster moved to approve Appointment Order 2022-007. The motion was seconded by Council Member Hunt and approved unanimously. *(Appointment Order 2022-007 is herein incorporated by reference into the minutes.)*

6. **Preliminary Site Plan Approval(s)** – None
 7. **Evidentiary Hearing(s)** – None
 8. **Public Hearing(s)**
 - A. UDO L-167 Lewisville Rural Overlay
 - i. Ordinance 2022-029 – UDO L-167 Lewisville Rural Overlay
 - a. Mrs. Tolbert reported the Planning Board will hold a public hearing on August 24 and she requested the Town hold their public hearing on September 8. It was noted that a notice of the public hearings will be published in the newspaper.
 - b. Council Member Welch moved to continue the public hearing until September 8. The motion was seconded by Council Member Hunt and approved unanimously.
9. **Technical Review(s) for Compliance** – None
10. **Annexation Request(s)** – None
11. **Old Business**
 - A. Manager Search Process – Council has received the applicant packets from Matt Reece at Piedmont Triad Regional Council (PTRC). Council consensus was to schedule a special meeting to discuss applicants in closed session on August 17 at 6:00 PM.
12. **New Business**
 - A. Resolution 2022-048 – Holiday decorations contract - \$14,720 – Council Member Hunt moved to approve Resolution 2022-048. The motion was seconded by Mayor Pro Tem Foster and approved unanimously. *(Resolution 2022-048 is herein incorporated by reference into the minutes.)*
 - B. Resolution 2022-051 – Storm sewer mapping contract - \$58,200 – Council Member Franklin moved to approve Resolution 2022-051. The motion was seconded by Mayor Pro Tem Foster and approved unanimously. *(Resolution 2022-051 is herein incorporated by reference into the minutes.)*
 - C. Ordinance 2022-044 – Amend FY 2022-2023 fee schedule in Budget Ordinance 2022-001 – Council Member Welch moved to approve Ordinance 2022-044 increasing the security deposit for all rooms at the Mary Alice Warren Community Center to \$300/room. The motion was seconded by Council Member Hunt and approved unanimously. *(Ordinance 2022-044 is herein incorporated by reference into the minutes.)*
 - D. Ordinance 2022-045– Amending Chapter 16 related to Mary Alice Warren Community Center – Council Member Hunt moved to approve Ordinance 2022-045 requiring staff approval 14 days prior to an event of any outside furniture rentals at the Mary Alice Warren Community Center. The motion was seconded by Council Member Welch and approved unanimously. *(Ordinance 2022-045 is herein incorporated by reference into the minutes.)*
 - E. Council direction on solar panels at the Mary Alice Warren Community Center – Council consent was given on moving forward with solar panels being placed on the back side of the Mary Alice Warren Community Center. It was noted this is in keeping with the Town’s sustainability goal for 2030. Informal bidding process may be needed. *(Renewable Energy Design Group proposal is attached to the minutes.)*

13. Administrative Reports

- A. Upcoming Town holidays – Mrs. Tolbert shared the following upcoming events at Shallowford Square: August 27 – Shot Thru the Heart – Bon Jovi Tribute Band; September 9 – Clifford movie; September 17 – The Megan Doss Band; and, October 1 – Eyes of Silver – Doobie Brothers Tribute Band.
- B. Manager’s Report
 - i. Gateway project – Mrs. Tolbert reported the pre-bid meeting was held and bids will be opened August 25.
- C. Planner’s Report
- D. Attorney’s Report
- E. Clerk’s Report
 - i. Summer Leadership Session – August 16 – Currently, twenty-seven area students have registered for the Summer Leadership Session.
 - ii. Ethics training – Council must complete the 2-hour required ethics training by October 31, 2022.
- F. Community Center Facilities & Programming Manager’s Report
- G. Approvals at the Briefing and Action Meeting on August 4, 2022
 - i. Ordinance 2022-043 – Budget amendment to remove and grind stump of dead maple tree on Fred Moser lot - \$1,600
 - ii. Resolution 2022-050 Contract with Russell Construction Company - \$13,400

14. For the Good of the Order

- A. Public comments
 - i. Eva Foster, 7390 Meadow Chase Court, submitted comments related to the dinosaur naming contest at Lewisville Elementary School. *(Comments are attached to the minutes.)*
- B. Council comments
 - i. Mayor Horn and Council Members Hunt and Welch will have a 2-3 hour brainstorming session to determine possible solutions in making the community and Council aware of events at the Mary Alice Warren Community Center. It was noted that Mrs. Tolbert and Mr. Moore are identifying potential solutions as well.

15. Closed Session pursuant to NCGS 143-318.11(a)(3) – Council Member Welch moved to enter into closed session to consult with attorney regarding pending litigation at 7:47 PM. The motion was seconded by Council Member Sadler and approved unanimously.

Council returned to open session at 8:43 PM.

16. Adjournment – Council Member Hunt moved to adjourn the meeting at 8:43 PM. The motion was seconded by Mayor Pro Tem Foster and approved unanimously.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk

DRAFT

Lewisville Town Council
Special Meeting Minutes
August 17, 2022 – 6:00 PM
Lewisville Town Hall 1st Floor Conference Room - 6510 Shallowford Road

Mayor Horn opened the closed session pursuant to NCGS 143-318.11(a)(6) at 6:00 PM. In attendance were Mayor Mike Horn, Mayor Pro Tem Jeanne Marie Foster and Council Members Fred Franklin, Melissa Hunt, Ken Sadler, David Smitherman, and Jane Welch. Also attending were Matt Reece with Piedmont Triad Regional Council (PTRC), Town Attorney Bowen Houff, and Town Clerk Dora Moore.

Mayor Horn reported the Town has received a response related to the pending litigation. Council scheduled a special meeting for August 22, 2022 at 6:00 PM to go into closed session pursuant to NCGS 143-318.11(a)(3).

Council Member Franklin moved to enter into closed session related to the manager search pursuant to NCGS 143-318.11(a)(6) at 6:07 PM. The motion was seconded by Council Member Welch and approved unanimously.

Council returned to open session at 8:02 PM.

Council scheduled a special meeting for August 25, 2022 at 4:30 PM to go into closed session related to the manager search pursuant to NCGS 143-318.11(a)(6).

Having no further business to discuss, Council Member Franklin made a motion to adjourn at 8:03 PM. The motion was seconded by Council Member Sadler and approved unanimously.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk

**Lewisville Town Council
Special Meeting Minutes
August 22, 2022 – 6:00 PM
Lewisville Town Hall 1st Floor Conference Room - 6510 Shallowford Road**

Mayor Horn opened the closed session pursuant to NCGS 143-318.11(a)(3) at 6:03 PM. In attendance were Mayor Mike Horn, Mayor Pro Tem Jeanne Marie Foster and Council Members Fred Franklin, Melissa Hunt, Ken Sadler, David Smitherman, and Jane Welch. Also attending were Interim Town Manager & Planner Stacy Tolbert and Town Attorney Bowen Houff

Council Member Franklin moved to enter into closed session related to pending litigation pursuant to NCGS 143-318.11(a)(3) at 6:04 PM. The motion was seconded by Council Member Smitherman and approved unanimously.

NCLM Attorney Andy Santaniello joined the meeting at 6:13 PM.

Attorney Bo Houff left the meeting at 6:51 PM.

Council returned to open session at 7:17 PM.

Having no further business to discuss, Council Member Smitherman made a motion to adjourn at 7:18 PM. The motion was seconded by Council Member Franklin and approved unanimously.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk

Note: Minutes were typed from Mrs. Tolbert's notes.

Lewisville Town Council
Special Meeting Minutes
August 25, 2022 – 4:30 PM
Lewisville Town Hall 1st Floor Conference Room - 6510 Shallowford Road

Mayor Horn opened the closed session pursuant to NCGS 143-318.11(a)(6) at 4:30 PM. In attendance were Mayor Mike Horn, Mayor Pro Tem Jeanne Marie Foster and Council Members Fred Franklin, Melissa Hunt, Ken Sadler, and Jane Welch. Also attending were Matt Reece with Piedmont Triad Regional Council (PTRC) and Town Attorney Bowen Houff.

Council Member Franklin moved to enter into closed session related to the manager search pursuant to NCGS 143-318.11(a)(6) at 4:30 PM. The motion was seconded by Council Member Sadler and approved unanimously.

Council Member David Smitherman arrived at 5:00 PM.

Council returned to open session at 9:01 PM.

Having no further business to discuss, Council Member Smitherman made a motion to adjourn at 9:01 PM. The motion was seconded by Council Member Sadler and approved unanimously.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk

Note: Minutes were typed from Attorney Houff's notes.



**RESOLUTION 2022-054 OF THE LEWISVILLE TOWN COUNCIL
ACCEPTING RESIGNATION OF SUSAN FREY
FROM THE PARKS AND RECREATION ADVISORY BOARD**

WHEREAS, the Town of Lewisville has received notification from Susan Frey via email of her resignation from the Parks and Recreation Advisory Board; and,

WHEREAS, the Parks and Recreation Advisory Board appreciates the dedicated work of committee member Susan Frey.

NOW, THEREFORE BE IT RESOLVED THAT THE LEWISVILLE TOWN COUNCIL accepts the resignation of Susan Frey from the Parks and Recreation Advisory Board.

Resolved and effective upon adoption this the 8th day of September 2022 by the Lewisville Town Council.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk



**PROCLAMATION 2022-005
CONSTITUTION WEEK
SEPTEMBER 17-23, 2022**

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, 2022, marks the 235th 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, 2022 as Constitution Day
and
September 17-23, 2022 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 8th day of September 2022.

Mike Horn, Mayor



**TOWN OF LEWISVILLE
2022-009 APPOINTMENT ORDER
LEWISVILLE BEAUTIFICATION COMMITTEE**

WHEREAS, the Town Council established the Lewisville Beautification Committee in October 1991; and

WHEREAS, the Lewisville Beautification Committee is a planning agency in the planning organization charter; and,

WHEREAS, the Town Council has determined that the Lewisville Beautification Committee serves a vital community function.

NOW, THEREFORE, BE IT RESOLVED THAT THE LEWISVILLE TOWN COUNCIL appoints the following to serve on the Lewisville Beautification Committee through March 31, 2024:

Jennifer W. Haydon Member

Appointed this the 8th day of September 2022 by the Lewisville Town Council.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk



**TOWN OF LEWISVILLE
2022-008 APPOINTMENT ORDER
ENVIRONMENTAL, CONSERVATION AND SUSTAINABILITY COMMITTEE**

WHEREAS, the Town Council established the Lewisville *Environmental Issues Committee, Recycling Committee, Environmental Education Committee and Special Environmental Projects Committee* to address environmental concerns in March 1995; and

WHEREAS, the Town Council consolidated these committees into one named the Environmental, Conservation and Sustainability Committee; and

WHEREAS, the Town Council has determined that the Environmental, Conservation and Sustainability Committee serves a vital community function.

NOW, THEREFORE, BE IT RESOLVED THAT THE LEWISVILLE TOWN COUNCIL appoints the following to serve on the Environmental, Conservation and Sustainability Committee through March 31, 2024:

Jennifer W. Haydon Member

Appointed this the 8th day of September 2022 by the Lewisville Town Council.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk



TOWN OF LEWISVILLE
Budget Amendment Ordinance 2022-047
Amending Budget Ordinance 2022001

FINANCE DEPARTMENT USE ONLY
Budget Amendment # 7
Pam Orrell, Finance Officer

CODE	ACCOUNT DESCRIPTION	AMOUNT	CODE	ACCOUNT DESCRIPTION	AMOUNT
10-10-5100-5100	Community Policing - Equipment Non-Capital	\$ 2,165.00	10-00-3990-9000	General Fund - Fund Balance Appropriated	\$ 2,165.00
		\$ 2,165.00			\$ 2,165.00

EXPLANATION: To purchase a BEE3 Radar to be installed in Sergeant Stringer's new patrol car.

RECOMMENDED BY: Pam Orrell, Town Finance Officer

Approved and effective upon adoption this the 1st day of September 2022 by the Lewisville Town Council.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk



TOWN OF LEWISVILLE
Budget Amendment Ordinance 2022-048
Amending Budget Ordinance 2022001

FINANCE DEPARTMENT USE ONLY
Budget Amendment # 8
Pam Orrell, Finance Officer

CODE	ACCOUNT DESCRIPTION	AMOUNT	CODE	ACCOUNT DESCRIPTION	AMOUNT
10-00-5500-5100	Public Works - Equipment Non-Capital	\$ 13,196.00	10-00-3990-9000	General Fund - Fund Balance Appropriated	\$ 13,196.00
		\$ 13,196.00			\$ 13,196.00

EXPLANATION: To purchase (4) LED tower lights.

RECOMMENDED BY: Pam Orrell, Town Finance Officer

Approved and effective upon adoption this the 1st day of September 2022 by the Lewisville Town Council.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk



TOWN OF LEWISVILLE
Budget Amendment Ordinance 2022-049
Amending Budget Ordinance 2022001

FINANCE DEPARTMENT USE ONLY
Budget Amendment # 9
Pam Orrell, Finance Officer

CODE	ACCOUNT DESCRIPTION	AMOUNT	CODE	ACCOUNT DESCRIPTION	AMOUNT
10-80-6120-3512	Parks & Recreation - Maintenance/Repairs Jack Warren Park	\$ 3,090.00	10-00-3990-9000	General Fund - Fund Balance Appropriated	\$ 3,090.00
		\$ 3,090.00			\$ 3,090.00

EXPLANATION: To retro fit (7) post lights with LED bulbs in Jack Warren Park and to reinstall (1) post light to existing mount at park entrance and retro fit with LED bulbs.

RECOMMENDED BY: Pam Orrell, Town Finance Officer

Approved and effective upon adoption this the 1st day of September 2022 by the Lewisville Town Council.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk



**RESOLUTION ~~2020028-2022-055~~ OF THE LEWISVILLE TOWN COUNCIL
AMENDING THE REMOTE MEETING PARTICIPATION POLICY
OF THE LEWISVILLE TOWN COUNCIL**

WHEREAS, the Lewisville Town Council acknowledges that there are circumstances that may prevent members of Town Council and Town Boards and Committees attendance at meetings; and

WHEREAS, the North Carolina State Legislature has acknowledged strides in video and audio attendance to meetings as acknowledged in §143-318.10(d) and §143-318.13; and

WHEREAS, the Lewisville Town Council has determined that remote participation in meetings of Town Council, Boards and Committees should only occur when a *State of Emergency* is declared by the Governor or General Assembly, in Town emergencies, and under certain circumstances determined by Council.

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

**RESOLVED, APPROVED AND EFFECTIVE UPON ADOPTION, THIS THE ~~14th~~-8th DAY OF ~~MAY,~~
~~2020~~September 2022 BY THE LEWISVILLE TOWN COUNCIL.**

Mike Horn, Mayor

ATTEST:

~~Joyce C. McWilliams Walker~~Dora K. Moore, Town Clerk



**RESOLUTION ~~2020028~~ 2022-055 OF THE LEWISVILLE TOWN COUNCIL
AMENDING THE REMOTE MEETING PARTICIPATION POLICY
OF THE LEWISVILLE TOWN COUNCIL**

REMOTE PARTICIPATION POLICY

When a *State of Emergency* is declared by the Governor or General Assembly, remote participation in meetings shall be under the direction of declaration approved by the Governor and/or General Assembly and any applicable legislation.

Other than *States of Emergency* declared by the Governor or General Assembly, the Lewisville Town Council authorizes remote participation in briefings and official meetings of the Lewisville Town Council, Boards and Committees subject to the following rules and procedures:

1. Remote participation may be used only in limited circumstances. A Council, Board or Committee Member desiring to participate in a meeting remotely must assert one or more of the following four reasons for being physically unable to attend the meeting:
 - a. Personal illness or disability ;
 - b. Employment purposes;
 - c. Family or other emergency; or
 - d. To participate in other scheduled Town related meetings which make it logistically ~~impossible~~ impractical to attend the scheduled meeting.

~~Provided, however, that Town Boards and Committees may use remote participation only when a *State of Emergency* has been declared by the Mayor and/or Town Manager.~~

2. Remote participation may be allowed ~~only~~ during open and closed sessions.
3. Remote participation shall not be allowed during the following:
 - a. Quasi-judicial hearings; and
 - b. Public hearings
 - ~~c. Closed sessions.~~
4. In emergency situations, remote participation will be allowed to establish quorum pursuant to General Statute 143-318.10(d).
5. A Council, Board or Committee Member desiring to participate in a meeting remotely must notify the Town Clerk, Town Manager, Board or Committee Chair and/or Mayor of the need for remote participation at least 24 hours prior to the start of the meeting, unless advance notice is impractical or a *State of Emergency* has been declared and remote meetings have been authorized by the Mayor and/or Manager.



**RESOLUTION ~~2020028~~-2022-055 OF THE LEWISVILLE TOWN COUNCIL
AMENDING THE REMOTE MEETING PARTICIPATION POLICY
OF THE LEWISVILLE TOWN COUNCIL**

6. At the start of the official meeting and prior to participating in deliberations, the Mayor, Board or Committee Chair shall announce that a Member is participating remotely.
 - a. A Member participating remotely shall participate via video conference or teleconference communication and must be fully heard and, if possible, seen by other members of the Council, Board or Committee and any other individuals in attendance at the meeting.
 - i. Use of telephone, internet or satellite enabled audio or video conferencing, or any other technology that enables the remote participant and all persons present at the meeting location to be clearly audible to one another is necessary. If clear audio is not available, the Council, Board or Committee may elect to disallow or discontinue the remote participation.
 - b. Such Council, Board or Committee Member shall identify himself or herself and state the reason that he/she is participating remotely, ~~except for the reason set forth in Section 2 above.~~
 - c. A quorum may be established by the remote participation of one or more Council, Board or Committee Members.
7. A Council, Board or Committee Member participating remotely shall be allowed to participate in all open and closed session official Council, Board or Committee meeting discussions.
8. A Council, Board or Committee Member participating remotely shall be able to vote on matters allowed under the policy. One or more Council, Board or Committee Members may cast the deciding vote(s) on a matter. In this event, the vote(s) shall be ratified by the remotely attending Council, Board or Committee Member(s) at the next meeting at which the member(s) are physically present.
 - a. A Council, Board or Committee Member participating remotely shall provide a voice vote which can be heard and recorded if participating by telephone and shall provide a voice and hand vote if participating by video.
9. A Council Member participating remotely shall be provided with all documents to be considered during the meeting.

Prior resolutions

- | | |
|--------------------|---|
| Resolution 2017019 | 04-13-2017 Establishing the Remote Participation Policy |
| Resolution 2020028 | 05-14-2020 Establishing the Remote Participation Policy |

09/07/2022

HENRY M (HANK) CHILTON PAVILION AT SHALLOWFORD SQUARE SCHEDULE OF EVENTS

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DATE		TIME	FACILITY	ORGANIZATION AND/OR CONTACT NAME AND PHONE NUMBER		
09/09/2022	Friday	1300	4 movie night - Clifford	TOWN OF LEWISVILLE		945-5558
09/16/2022	Friday	1200	4 MOVIE NIGHT RAIN DATE	TOWN OF LEWISVILLE	HOWARD	945-5558
09/17/2022	Saturday	0800	4 CONCERT The Megan Doss Band	TOWN OF LEWISVILLE	HOWARD	945-5558
09/24/2022	Saturday	1400	4 PRIVATE CHURCH GATHERING AND CONCERT	RENTER	CASEY	816-2663
10/01/2022	Saturday	0001	4 CONCERT Eyes of Silver - Doobie Brothers Tribute Band	TOWN OF LEWISVILLE	HOWARD	945-5558
10/08/2022	Saturday	0800	4 BLUEGRASS CONCERT Lonesome River	TOWN OF LEWISVILLE	HOWARD	945-5558
10/14/2022	Friday	1300	4 MOVIE NIGHT - HALLOWEENTOWN	TOWN OF LEWISVILLE		945-5558
10/15/2022	Saturday	0600	4 LCC yard sale at the square	CIVIC CLUB	shumack	945-5558
10/21/2022	Friday	1200	4 MOVIE NIGHT RAIN DATE	TOWN OF LEWISVILLE	HOWARD	945-5558
10/22/2022	Saturday	0800	4 SHALLOWEEN FESTIVAL	TOWN OF LEWISVILLE	HOWARD	945-5558
10/29/2022	Saturday	1900	4 special recycle committee	RECYCLING COMMITTEE	smitherman	945-5558

4 = HENRY M (HANK) CHILTON PAVILION @ SHALLOWFORD SQUARE