



Lewisville Town Council
Regular Meeting Agenda
September 11, 2025 – 6:00 PM
Lewisville Town Hall 1st Floor Council Chambers
6510 Shallowford Road

1. Call to Order:

- a. Roll Call
- b. Invocation – Councilmember Long
- c. Pledge of Allegiance – Councilmember Welch
- d. Adoption of Agenda

2. Consent Agenda

- a. Resolution 2025-035– Financial statements for Month Ended July 31, 2025 ([Attachment #1](#))
- b. Approval of Draft Agenda Briefing minutes – August 7, 2025 ([Attachment #2](#))
- c. Approval of Draft Regular Meeting minutes – August 14, 2025 ([Attachment #3](#))

3. Introductions, Recognitions, Presentations and/or Proclamations

- a. Introduction
 - i. Michelle Bennett, Customer Service Representative/Events Coordinator
- b. Presentations
 - i. I’m One of the Reasons Lewisville is a Great Place to Live ([Attachment #4](#))
 - a. Bessie Stogias – Liberty Restaurant
 - ii. Proclamations
 - a. Constitution Week ([Attachment #5](#))
 - b. Lewisville Civic Club ([Attachment #6](#))
 - iii. Sheriff’s Office

4. Public Forum

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

5. Appointments

- a. Environmental Conservation & Sustainability Committee (Appoint 2) ([Attachment #7](#))

6. New Business

- a. Resolution 2025-032 – Approve Marblehead Dam Construction Contract with Largent Land Management, LLC in the Amount of \$269,700 ([Attachment #8](#))
- b. Resolution 2025-033 – Approve CEI Services Contract with Grimes Engineering in an Amount not to Exceed \$94,500 ([Attachment #9](#))
- c. Resolution 2025-037 – Adopt No Left Turn off Lucy Lane ([Attachment #10](#))
- d. Resolution 2025-038 – Approve Facility Use Exemption Request for Winston-Salem/Forsyth County School Board ([Attachment#11](#))
- e. Resolution 2025-039 – Resolution to Approve Oak Grove Neighborhood Speed Cushions ([Attachment #12](#))

7. Administrative Reports

- a. Upcoming events and closings
 - i. Starlight Movie Night – Inside Out 2 – @ Shallowford Square – September 12
 - ii. CPR Class – @ MAWCC – September 27 – (8 AM – 12 PM)

- iii. Singers in the Round Showcase – September 27 - @Shallowford Square (7 PM – 9PM)
- iv. None of the Above Bluegrass Concert with LCAP food drive – October 4 @ Shallowford Square (5 PM – 7 PM)
- v. Blood Drive – October 8 - @ MAWCC (1 PM – 5:30 PM)
- b. Clerk Report
 - i. LBC, MSD, ZBOA openings
- c. Public Works Report
 - i. Pavement Condition Study
- d. Approvals at the Briefing and Action Meeting on September 4, 2025
 - i. Resolution 2025-036 – Appoint Town Attorney Firm

8. For the Good of the Order

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

9. Adjournment



**RESOLUTION 2025-035 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, 2025;

WHEREAS, the Finance Officer did not report any unusual expenditures; and

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, 2025 and incorporated herein.

Adopted this the 11th day of September 2025 by the Lewisville Town Council.

ATTEST:

Mike Horn, Mayor

Angela Lord, Town Clerk

Town of Lewisville
Financial Budget to Actual Report - General Fund
One Month Ended July 31, 2025

General Fund

Revenues	Budget	Revenue Year to Date	Revenue Over (Under) Budget	Percentage Collected
Property Tax Collections	\$ 4,656,701.00	\$ -	\$ (4,656,701.00)	0.00%
Sales Tax Revenue	1,291,420.00	-	(1,291,420.00)	0.00%
Other Revenues	1,835,805.00	30,580.06	(1,805,224.94)	1.67%
Transfer from Willow Run MSD Special Revenue Fund	37,508.00	-	(37,508.00)	\$ -
Subtotal	7,821,434.00	\$ 30,580.06	\$ (7,790,853.94)	0.39%
Appropriation from Fund Balance	256,934.00			
Total	\$ 8,078,368.00			

Departments	Budget	Expenditures Year to Date	Encumbrances Year to Date	Unencumbered and Unspent Balance	Percentage of Budget Spent or Encumbered
Governing Body	\$ 381,979.00	\$ 41,049.16	\$ 55,968.13	\$ 284,961.71	25.40%
Administration	1,036,497.00	147,328.90	51,421.05	837,747.05	19.18%
Finance	335,088.00	43,738.92	-	291,349.08	13.05%
Debt Service	221,600.00	-	-	221,600.00	0.00%
Planning & Zoning	331,574.00	12,455.05	41,686.25	277,432.70	16.33%
Beautification	139,044.00	8,107.00	110,936.16	20,000.84	85.62%
Community Policing	1,063,880.00	1,350.12	1,049,210.00	13,319.88	98.75%
Public Works	738,987.00	52,349.14	73,256.62	613,381.24	17.00%
Streets	344,870.00	2,708.53	-	342,161.47	0.79%
Powell Bill	867,500.00	4,300.00	19,500.00	843,700.00	2.74%
Storm Water	260,072.00	8,581.75	121,137.07	130,353.18	49.88%
Solid Waste	1,668,536.00	-	-	1,668,536.00	0.00%
Recycling	4,910.00	190.00	-	4,720.00	3.87%
Parks and Recreation	458,831.00	52,766.63	42,243.59	363,820.78	20.71%
Transfers to Capital Projects Funds	-	-	-	-	-
Transfers to Capital Reserves	225,000.00	225,000.00	-	-	100.00%
Total	\$ 8,078,368.00	\$ 599,925.20	\$ 1,565,368.87	\$ 5,913,083.93	26.80%

General Fund Balance 7/1/2024	\$ 7,426,640.07	
Year-to-Date Increase (Decrease) FY 2024-2025	845,911.57	<i>preliminary</i>
Year-to-Date Increase (Decrease) FY 2025-2026	(569,345.14)	
General Fund Balance 7/31/2025	<u>\$ 7,703,206.50</u>	

Town of Lewisville
Financial Budget to Actual Report - Willow Run Municipal Service District
One Month Ended July 31, 2025

Willow Run Municipal Service District

Revenues	Budget	Revenue Year to Date	Revenue Over (Under) Budget	Percentage Collected
Revenues	\$ 106,542.00	\$ 1,869.21	\$ (104,672.79)	1.75%
Subtotal	106,542.00	\$ 1,869.21	\$ (104,672.79)	1.75%
Appropriation from Fund Balance	462,963.00			
Total	\$ 569,505.00			

	Budget	Expenditures Year to Date	Encumbrances Year to Date	Unencumbered and Unspent Balance	Percentage of Budget Spent or Encumbered
Expenditures	\$ 531,997.00	\$ -	\$ -	\$ 531,997.00	0.00%
Transfer to General Fund	\$ 37,508.00	\$ -	\$ -	37,508.00	0.00%
Total	\$ 569,505.00	\$ -	\$ -	\$ 569,505.00	0.00%

MSD Fund Balance 7/1/2024	\$ 249,781.03	
Year-to-Date Increase (Decrease) FY 2024-2025	303,945.80	<i>Preliminary</i>
Year-to-Date Increase (Decrease) FY 2025-2026	1,869.21	
MSD Fund Balance 7/31/2025	<u><u>\$ 555,596.04</u></u>	

Town of Lewisville
July 31, 2025

Capital Reserve Funds					
	Fund Balance 7/1/2025	Transfers In	Transfers Out	Investment Earnings	Fund Balance 7/31/2025
Sidewalks, Bike Paths, and Greenways Capital Reserve	1,452.89	100,000.00	-	282.55	101,735.44
Municipal Buildings/Land Capital Reserve	149,167.45	25,000.00	-	604.30	174,771.75
Parks & Recreation Capital Reserve	346.59	100,000.00	-	278.58	100,625.17
Total	\$ 150,966.93	\$ 225,000.00	\$ -	\$ 1,165.43	\$ 377,132.36

American Rescue Plan Act Special Revenue Fund	
American Rescue Plan Act funding received	\$ 4,024,471.50
Transferred to General Fund to reimburse for general government services - revenue replacement - FY 2021-2022	(1,208,168.14)
Transferred to General Fund to reimburse for general government services - revenue replacement - FY 2022-2023	(1,105,602.57)
Transferred to General Fund to reimburse for general government services - revenue replacement - July 1, 2023 through June 30, 2024	(1,335,948.56)
Transferred to General Fund to reimburse for general government services - revenue replacement - July 1, 2024 through November 30, 2024	(374,752.23)
Investment earnings	176,919.45
American Rescue Plan Act Special Revenue Fund - Cash Balance 7/31/2025	\$ 176,919.45

Town of Lewisville
July 31, 2025

Capital Projects Funds - Since Inception								
Project	Revenue	Expenditures	Transfers In	Transfers Out	Investment Earnings	Loan Proceeds	Fund Balance 7/31/2025	Budget
Community Center Capital Project	100,000.00	(4,815,994.69)	2,947,137.00	-	27,282.39	2,000,000.00	258,424.70	\$ 4,947,137.00
Roundabout at Lewisville-Vienna Road and Robinhood Road Capital Project	826,307.49	(1,066,777.15)	2,254,052.22	-	74,167.86	-	2,087,750.42	\$ 2,801,485.00
Jack Warren Park Improvements	230,940.00	(597,062.46)	672,049.00	-	47,596.31	-	353,522.85	\$ 672,049.00
Great Wagon Road Improvements	-	-	1,924,545.62	-	121,361.73	-	2,045,907.35	\$ 8,141,999.34
Public Works Facility	-	(809,907.83)	899,325.47	-	20,448.28	-	109,865.92	\$ 1,000,000.00
Total	\$ 1,157,247.49	\$ (7,289,742.13)	\$ 8,697,109.31	\$ -	\$ 290,856.57	\$ 2,000,000.00	\$ 4,855,471.24	\$ 17,562,670.34



Lewisville Town Council
Briefing and Action Meeting Minutes
August 7, 2025 – 6:00 PM
Lewisville Town Hall 2nd Floor Conference Room
6510 Shallowford Road

1. Call to Order:

- A. Mayor Horn opened the meeting at 6:00 PM. In attendance were Mayor Mike Horn, Mayor Pro-Tem Melissa Hunt and Councilmembers Ivan Huffman, Tom Lawson, Monte Long, and Jane Welch. Also attending were Town Manager Stacy Tolbert, Town Clerk Angie Lord, Finance Director Pam Orrell, Public Works Director Jon Hanna, Planning Director Lynn Cochran, Communication Specialist Veronica Leasure and Town Attorney Elliot Fus. Councilmember Ken Sadler was absent.
- B. Adoption of Agenda – Mayor Horn requested the agenda to be amended to include a facility exemption request from Lewisville United Methodist Preschool. Councilmember Welch moved to approve the agenda as amended. The motion was seconded by Mayor Pro-Tem Hunt and approved unanimously.

2. Items Requiring Council Direction

- A. Fred Moser Property – Mayor Horn explained the property donation; the request for the property to be designated for community usage; and recommended the Lewisville Parks & Recreation Committee take the lead on development design. Discussion took place regarding a staff report to Council at the September briefing; honoring the cultural heritage of the town; collaboration with the Lewisville Beautification, the Environmental Conservation & Sustainability, and the Public Arts Committees; joint meetings with Committee Chairs; and staff coordination of a plan. It was the consensus of Council to direct staff to move forward with the project.
- B. Harper Road Lift Station Capacity – Town Manager Stacy Tolbert provided the history of the Town purchasing capacity at the Harper Road Lift station in 2013; referenced the opportunity to run sewer lines into town limits; stated the Harper Road lift station was sized to handle the Blanket Bottom West basin; the wet well structure and force main were built to accommodate the additional 750,000 gpd but pumps would have to be upsized to handle additional flow; and stated System Development fees did not exist at the time of this arrangement but are now in place to pay for capacity within our system. Town Manager Tolbert explained the System Development fees were assessed to each new connection; spoke to a fee for water and sewer; fees to be determined by water meter size; and requested Council direction in selling capacity back for the \$600,000 that it was purchased for. Councilmember Lawson outlined a detailed history of the purchase; spoke to a potential future value. Discussion ensued regarding annexation restrictions; capacity usages; sewer expansion cost; funding allocations; the need for a long-range plan; and the transfer of funds to a town reserve fund. Councilmember Lawson requested staff seek additional information from the University of North Carolina School of Government prior to a sale agreement. Mayor Horn directed staff to investigate what the pay back would be; and to determine the return on investment.

3. Items Requiring Action at Briefing

- A. Environmental Conservation & Sustainability Committee (ECSC) – Ex-Officio Member Update – Town Clerk Angie Lord outlined discussions at the July briefing; stated Council requested the history in the ECSC ex-officio member; outlined the appointment of Henry Fansler as an ex-officio member in August 2022; shared additional researched showed Mr. Fansler as a contributor to events; explained staff's recommendation for Mr. Fansler to continue the

appointment until term expiration in March 2026; and requested Council consider allowing only town residents to serve on committees moving forward. Following discussion, it was the consensus of Council to continue to allow ex-officio members that live on town limit border lines.

- B. Facility Exemption Request Recommendation – Crosby Scholars – Town Clerk Lord outlined the updated request received with additional information provided; a second review by the Special Projects Review Committee; and the continued recommendation of denial from the committee. Discussion took place regarding an incomplete application; meeting only one of five criteria; budgetary concerns; and being more selective on exemption request. Mayor Pro-Tem Hunt made a motion to deny the request. The motion was seconded by Councilmember Huffman and passed unanimously. *(Facility exemption request referenced is herein incorporated by reference into the minutes.)*
- C. Facility Exemption Request Recommendation – Lewisville United Methodist Church Preschool LUMC Preschool – Town Clerk Lord outlined the facility exemption request by the LUMC Preschool; a review by the Special Projects Review Committee; explained a previous approval of request in 2024; and explained the recommendation to approve by the committee. Councilmember Welch made a motion to approve the request. The motion was seconded by Councilmember Lawson and passed unanimously. *(Facility exemption request referenced is herein incorporated by reference into the minutes.)*

4. Administrative Reports

A. Town Manager

- i. Round-a-bout update – Town Manager Tolbert provided an update on the Lewisville-Vienna/Robinhood Road roundabout project; referenced a recent North Carolina Department of Transportation (NCDOT) meeting; outlined the process for the bid opening; explained a required approval by NCDOT on selected bid; spoke to Council consideration; to the start of construction; and to a partnership with Volkert Engineering to assist with the process.
- ii. Great Wagon Road Update – Town Manager Tolbert shared data from the monthly construction meeting stating the project is at 14% completion; the water & sewer line installation is at 25-30% complete; outlined the next phases to include continuation of water & sewer line installation, gas line installation and connections, additional tree removal, and hauling in dirt; and explained expectation of a construction start on the Tom Voss Road connection in the coming weeks. Town Manager Tolbert continued to explain the request for bids on the sewer lift station construction had been sent out; spoke to one bid received at a substantially higher estimate than anticipated, which was approximately \$6 million, to over \$10 million; highlighted the rejection of the bid; referenced another round for bid responses; and stated the City County Utilities Commission (CCUC) would provide updates.
- iii. Fire Department Update – Town Manager Tolbert referenced a recent meeting with Lewisville Fire Department Chief Darin Needham; explained County efforts for solutions with retention issues; pay scales equality and retirement benefits with similar percentages; the need for discussions in the Fire department on being a municipal department; and explained the next steps to be taken by the Fire department.

B. Town Clerk

- i. National Night Out (NNO) Update – Town Clerk Lord provided a brief overview of the NNO festivities; and commended the participation of the Public safety teams and National Guard.
- ii. Mary Alice Warren Community Center (MAWCC) Mural Plaque – Town Clerk Lord stated a commemorative plaque had been placed under the mural at the MAWCC.
- iii. Rev-On – The Foreigner Experience – August 16
- iv. State of the Town – August 28
- v. Town Offices Closed – September 1

Mayor Horn declared a recess at 7:23 PM. Council reconvened at 7:30 PM with all members present except Councilmember Sadler.

C. Public Works Director

- i. Public Facilities Update – Public Works Director Jon Hanna provided an update on the facility fencing; spoke to the need for an outside storage shed and rollup door; and to a potential wash bay.
- ii. Tree Relocation Update – Director Hanna outlined the successful tree relocation project; spoke to the difficult process; and to project cost savings.
- iii. Pavement Condition Study – Director Hanna referenced pavement studies over the years; spoke to a full street inventory; to paving and maintenance; to a partnership with Summit Engineering; explained the project was on budget; and highlighted a tentative project start time within the next month.
- iv. Marblehead Dam Repair Project – Director Hanna stated two bids were received; both were under budget; spoke to a mid-September project timeline; and Council consideration during the September Council meeting. Discussion took place regarding community communication efforts.

D. Planning Director

- i. Zoning Violation – Planning Director Lynn Cochran outlined complaints received on 1289 Chickasha Drive since early 2025; explained on-site timber processing; operations of impermissible vehicle storage yard; illegal dumping; repeated code violations; and stated in collaboration with Town Attorney, Elliot Fus, the staff recommended pursuit of legal action such as an order of abatement or injunction. Discussion took place regarding a previous investigation; repetitive concerns; and criminal violations. It was the consensus of Council to move forward with legal action. *(The Staff Report is herein incorporated by reference into the minutes.)*

Discussion continued regarding previous UDO review; setbacks on Shallowford Road; Church regulations; and adoption of the ordinance with intentions to revisit sections in the future.

E. Communications Specialist

- i. Resident Survey Update – Communications Specialist Veronica Leasure provided an update on the resident survey; and shared a survey sample and the working document for analyzing data. Discussion ensued regarding the time commitment to analyze data. Mayor Horn spoke to looking in to an intern to assist. *(The Resident Survey is herein incorporated by reference into the minutes.)*

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

A. Consent Agenda

- i. Resolution 2025-028– Financial statements for year ended June 30, 2025 Preliminary and Unaudited – Town Finance Director Pam Orrell explained Preliminary and Unaudited statements; and provided hardcopies of the Fiscal Year 2025-2026 Annual Budget.
- ii. Approval of Agenda Briefing minutes – July 3, 2025
- iii. Approval of Regular Meeting minutes – July 10, 2025
- iv. Approval of Special Meeting minutes – July 21, 2025

B. Introductions, Recognitions, Presentations and/or Proclamations

- i. Presentation
 - a. Sheriff's Office – No report at this meeting.
 - b. I'm One of the Reasons Lewisville is a Great Place to Live (Civic Club) – Councilmember Huffman inquired about criteria for nominations. Discussion ensued regarding

requirements; and clarification of “residents” to be nominated. Mayor Horn requested staff to research Business Recognitions.

- c. Certificate of Achievement – “Excellence in Financial Reporting” – Finance Director Orrell will present at the Council meeting.

C. Public Hearings

- i. Unified Development Ordinance (UDO) – Rewrite – Planning Director Lynn Cochran explained the finalization of the ordinance rewrite.
 - a. Staff Presentation
 - b. Public Hearing
 - c. Council Discussion
 - d. Council Consideration – Ordinance 2025-021 – Amend UDO
- ii. Annexation – 5394 Williams Road - Planning Director Cochran reviewed the request as submitted; explained there would be a presentation for both the annexation and rezoning request; requirements for separate hearings and votes; and stated an anticipated opposition to be in attendance.
 - a. Staff Presentation
 - b. Public Hearing
 - c. Council Discussion
 - d. Council Consideration – Ordinance 2025-022 – Extend Town of Lewisville corporate limits to include 5394 Williams Road
- iii. Rezoning – L- 113 – 5394 Williams Road (PIN 5855-44-9745)
 - a. Staff Presentation
 - b. Public Hearing
 - c. Council Discussion
 - d. Council Consideration – Ordinance 2025-023 – Change zoning from Agricultural & Yadkin River Conservation districts of Forsyth County to Agricultural & Yadkin River Conservation districts of Lewisville – 5394 Williams Road

D. Old Business

E. New Business

- i. Resolution 2025-029 – Adoption of the 2025 Northern Piedmont Regional Hazard Mitigation Plan – Town Manager Tolbert stated the Town adopted the Northern Piedmont Regional Hazard Mitigation Plan in 2020; explained requirements to update plans every five years; the plan consisted of over 1100 pages; the need to adopt the plan to be eligible for federal funding; and stated once adopted staff would print and house the final version at Town Hall.
- ii. Ordinance 2025-024 Ordinance to Amend Town Code Chapter 16 – Establish Rules for the Mayor Mike Horn Amphitheater - Town Manager Tolbert stated the Mayor Mike Horn Amphitheater was ready for rentals; spoke to the establishment of rules in alignment with other town facilities; and the need to update the Town Code.
- iii. Ordinance 2025-025 – Ordinance to Amend Town Code Chapter 16 – Amend Fee Schedule – Town Manager Tolbert stated recommended fees reflected the same as pavilions at Jack Warren Park and Shallowford Square; and outlined set rates of \$35 for the first 4 hours, \$15 for every additional hour, a \$100 surcharge for non-residents and a \$200 refundable cleaning deposit.

iv. **For the Good of the Order**

Mayor Pro-Tem Hunt voiced concerns regarding sidewalk safety; and the need for crosswalks. Discussion took place regarding a realignment of the intersection; updates with regards to the Great Wagon Road construction; and research for temporary solutions.

- v. **Adjournment** – Councilmember Lawson moved to adjourn the meeting at 8:16 PM. The motion was seconded by Councilmember Long and approved unanimously.

Mike Horn, Mayor

ATTEST:

Angela Lord, Town Clerk

DRAFT



**Lewisville Town Council
Regular Meeting Minutes
August 14, 2025 – 6:00 PM
Lewisville Town Hall Council Chambers
6510 Shallowford Road**

1. Call to Order:

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

2. Consent Agenda

- a. Resolution 2025-021– Financial statements for year ended June 30, 2025 Preliminary and Unaudited
- b. Approval of Agenda Briefing minutes – July 3, 2025
- c. Approval of Regular Meeting minutes – July 10, 2025
- d. Approval of Special Meeting minutes – July 21, 2025

Councilmember Sadler pulled resolution 2025-021 for discussion; and requested the item be postponed until all financial statements were completed. Councilmember Welch moved to approve the consent agenda as amended. The motion was seconded by Councilmember Sadler and approved unanimously.

3. Introductions, Recognitions, Presentations and/or Proclamations

- a. Presentations
 - i. I’m One of the Reasons Lewisville is a Great Place to Live – Mayor Horn presented *I’m One of the Reasons Lewisville is a Great Place to Live* to the Lewisville Civic Club; highlighted the organizations contributions to the Town; referenced an upcoming Proclamation; and invited representing past Presidents up for the presentation.
 - ii. Certificate of Achievement – “Excellence in Financial Reporting” – Finance Director Pam Orrell presented the award; and highlighted multiple year achievements.
 - iii. Sheriff’s Office – Sergeant Stringer shared call stats; and highlighted recent school traffic flow.

2025													
TYPE OF INCIDENT	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Total calls for service	670	718	766	640	680	698	746						
Security Check	364	414	372	338	363	362	403						
Traffic Arrest / Violation	18	35	19	22	26	15	29						
Alarm	16	12	11	14	20	17	11						
Priority Call Response Time	6.5	4.8	5	4.2	5.3	7	6.5						
2024													
TYPE OF INCIDENT	JAN	FEB	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Total calls for service	575	657	715	682	605	591	621						
Security Check	277	347	136	368	300	284	351						
Traffic Arrest / Violation	34	38	51	30	25	41	36						
Alarm	11	10	23	14	16	8	19						
Priority Call Response Time	5.9	5	5.2	4.1	4.1	5	5						

4. Public Forum

- i. Dan Frey highlighted the Lewisville Historical Society; and commended the digitization of records.
- ii. Matt Sin spoke to civic engagement; legislative bills; and local authority.
- iii. Fred Franklin commended staff on financial recognitions.

5. Public Hearing

- A. Ordinance 2025-021 Amend Unified Development Ordinance (UDO) Amendment (rewrite) – Town Planning Director Lynn Cochran provided an overview of the process; and recognized Kimley Horn, Kelly Clever. Mr. Clever made a PowerPoint presentation; identified needed changes; outlined updated UDO sections; highlighted future check-ins; and spoke to the request for Council approval.

Discussion ensued regarding an inherited plan; the first total re-write of the ordinance; a definition cleanup within the ordinance; local authority; the need for resident communication with the General Assembly; and a Comprehensive Plan comparison.

Mayor Horn opened the floor for the Public Hearing.

Speakers in favor of the UDO re-write:
Brady Allen, Kevin Sharpe, and Susan Frey.

Mayor Horn closed the public hearing.

Mayor Pro-Tem Hunt inquired if text amendments would be made as needed, to which, Town Planner Cochran confirmed. Mayor Pro-Tem Hunt moved to approve Ordinance 2025-021. The motion was seconded by Councilmember Huffman and motion passed unanimously. (*Ordinance 2025-021 and PowerPoint Presentation are herein incorporated by reference into the minutes.*)

- B. Ordinance 2025-022 – Annexation of 5394 Williams Road into the Corporate Town Limits - Town Planning Director Cochran made a PowerPoint Presentation; explained state statutes in regards to annexations; and outlined the voluntary annexation request as PIN 5855-44-9745 at 5394 Williams Road.

Discussion took place regarding rezoning districts regulations with approved annexations; and protection of water sheds.

Mayor Horn opened the public hearing.

Speakers in Favor of the annexation and rezoning:
Josh Shores stated he was the property owner; outlined the request to annex; and requested Council to approve the annexation request.
Steve Thompson of McWilliams Distillery voiced support of the item.
John Thomas explained a previous business relationship with West Bend; and requested Council support of the item.
Fred Franklin spoke to the history of voluntary annexations.

Speakers in Opposition of the annexation and rezoning:
The following speakers voiced opposition to the request; concerns regarding safety and fatalities; venue locations; liquor by the drink; a loss of community character; bicyclist and

pedestrian safety; loud music; traffic violations; town development; and shared a signed petition with Council. Linda Beerman, Carlynn Hinchliffe, Matt Hinchliffe, Carl Cooper, Gray Wilson, Corey Pendergrass, Amanda Fitzgerald, Christie Ponjican, Martha Wishon, Brenda Smith, Hugh McBride and Becky Holt.

Written comments were provided by Brenda Smith and Karen Wilson. Comments were emails to Town Council on August 15, 2025 by Town Clerk Angie Lord.

Mayor Horn closed the public hearing; and declared a recess at 8:04 PM.

Council reconvened at 8:14 PM with all members of Council present except for Councilmember Long.

Forsyth County Sheriff's Office Sergeant PJ Stringer provided crime data analyzes for the one-mile radius of the requested annexation property.

Council discussions took place regarding law enforcements; motor vehicle accidents; noise ordinance clarification; enforcement by the State Highway Patrol; petitioner signatures; roof top development; road growth; property being subject to town ordinances; and small-town character. Council inquired about events at West Bend to which Mr. Shores offer clarification. Discussions continued regarding private event requirements; parking and security measures; state plans for adjacent property; staff certifications; and potential legal actions.

Planning Director Cochran explained the item had been approved by the Planning Board unanimously; and stated there were no speakers at the Planning Board public hearing.

Councilmember Welch called the question at 9:02 PM.

Mayor Horn stated for the record that Councilmember Long had been excused from the meeting.

Councilmember Huffman moved to approve Ordinance 2025-022. The motion was seconded by Councilmember Lawson and motion passed unanimously. *(Ordinance 2025-022 and PowerPoint Presentation are herein incorporated by reference into the minutes.)*

- C. Ordinance 2025-023 – Rezoning L113 – 5394 Williams– Town Planning Director Cochran made a PowerPoint Presentation; provided maps; and explained Yadkin River conservation limitations. Discussion ensued regarding a general land use and non-conditional request; future improvement processes; and enforcement of laws.

Being no speakers to the item, Mayor Horn closed the public hearing.

Councilmember Lawson moved to approve Ordinance 2025-023. The motion was seconded by Councilmember Sadler and motion was approved unanimously *(Ordinance 2025-023 and PowerPoint Presentation are herein incorporated by reference into the minutes.)*

6. New Business

- A. Resolution 2025-029 – Adoption of the 2025 Northern Piedmont Regional Hazard Mitigation Plan – Town Manager Stacy Tolbert referenced the 2020 adopted resolution; explained the regulations to update every 5 years with the State Emergency Management Office; the adoption of the plan across the northern piedmont region; and stated the final adopted plan by the state would be available at Town Hall. Councilmember Huffman moved to approve Resolution 2025-

029. The motion was seconded by Mayor Pro-Tem Hunt and motion passed unanimously.
(Resolution 2025-029 is herein incorporated by reference into the minutes.)

- B. Ordinance 2025-024 Ordinance to Amend Town Code Chapter 16 – Establish Rules for the Mayor Mike Hon Amphitheater – Town Manager Tolbert shared with Council the opening of the Mayor Mike Horn Amphitheater for rentals located at the Jack Warren Park; spoke to the need to establish rules for the Town Code which reflect those at the Jack Warren Park and Shallowford Square pavilions. Councilmember Lawson made a motion to adopt Ordinance 2025-024. The motion was seconded by Councilmember Welch and passed unanimously.
(Ordinance 2025-024 is herein incorporated by reference into the minutes.)
- C. Resolution 2025-030 – Facility Use Exemption – Lewisville United Methodist Church Preschool – Town Clerk Lord outlined the exemption request by Lewisville United Methodist Church (LUMC) Preschool for December 9, 2025 from 4pm – 9pm for a staff Christmas party; and stated a previous request had been approved by Council in 2024. Councilmember Welch moved to approve Resolution 2025-030. The motion was seconded by Councilmember Huffman and passed unanimously. *(Resolution 2025-030 and facility use exemption request are herein incorporated by reference into the minutes.)*

7. Administrative Reports

- A. Upcoming events and closings
- A. Rev On – The Foreigner Experience – August 16
 - B. State of the Town – August 28
 - C. Town Offices Closed – September 1
 - D. Landslide – A tribute to Fleetwood Mac – September 6

Town Manager Tolbert shared information regarding programming at the Mary Alice Warren Community Center; and welcomed the public to visit the town website for additional information.

8. For the Good of the Order

- A. Public comments – the following speakers highlighted the upcoming election; and the Lewisville Civic Club recognition.
- i. John Thomas
 - ii. Billy Carter
 - iii. Joyce Walker
 - iv. Tripp Gallup
 - v. Steve Thompson
- B. Council comments
- i. Councilmember Huffman read a statement regarding the availability of Narcan in Lewisville. *(Statement is herein incorporated by reference into the minutes.)*
 - ii. Mayor Horn commended staff for a smooth meeting.

- 9. Adjournment** – Councilmember Sadler moved to adjourn the meeting at 9:37 PM. The motion was seconded by Councilmember Welch and motion passed unanimously.

ATTEST:

Mike Horn, Mayor

Angela Lord, Town Clerk

August 14, 2025

**Nomination Form
for
I'm One of the Reasons Lewisville is A Great Place to Live**

Purpose of the Award

The "I'm One of the Reasons Lewisville is A Great Place to Live" award is presented to selected individuals who are making Lewisville a great place to live. An individual may be nominated for any reason as long as it can be clearly demonstrated that their activities or other contributions have improved the quality of life for residents or in the town in general.

Nominations should be submitted to staff who will validate the nominee's information and present the information to Council at its next scheduled briefing. If selected to receive the award, the nominee and their nominator will be recognized at a regularly scheduled meeting of the Lewisville Town Council or other official town meeting or event.

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

Date: 07/24/25

Nominator Information

Name of Nominator: Mike Horn

Contact telephone number: 336-414-4497

Contact email: mayor@lewisvillenc.net

Nominee Information

Name of Nominee: Bessie Stogias / Liberty Restaurant

Address of Nominee: 7970 Concord Church Road
Lewisville, NC 27023

Telephone Number of Nominee: 336-945-4409

Contact email: _____

Reason for the Nomination: Liberty Restaurant is a landmark in Lewisville and has been a
local institution and community gathering place for 40 years. Opened by Gus Stogias
in 1986 it is now owned and operated by Gus's daughter Bessie. It would have been
to close the restaurant after Gus's death, but his daughter Bessie stepped in and has
kept the Liberty a vital part of our community for the last 13 years.

Form may be returned via email to: townclerk@lewisvillenc.net or mailed to: Town Clerk, PO Box 547, Lewisville, NC 27023.

FOR OFFICE USE BELOW:

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



**PROCLAMATION 2025-002
CONSTITUTION WEEK
SEPTEMBER 17-23, 2025**

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, 2025, marks the 238th 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, the Mayor and Town Council in Lewisville do hereby proclaim

September 17-23, 2025 as Constitution Week

in Lewisville. All citizens are urged to reaffirm the ideals established by the Framers of the Constitution as we work with each other to preserve and protect the fundamental principles of our democracy and secure the blessings of liberty to ourselves and our posterity.

Proclaimed this the 11th day of September 2025.

Mike Horn, Mayor



**PROCLAMATION 2025-003
PROCLAIMING JULY 22ND AS
LEWISVILLE CIVIC CLUB DAY**

Whereas, The Lewisville Civic Club was established in 1945 and celebrated its 80th anniversary on July 22, 2025;

Whereas, The Lewisville Civic Club has been instrumental in transformational activities that contribute to quality of life in Lewisville including: chartered the first boy scout troop; made many improvements to Lewisville School (now Lewisville Elementary); published the first *Lewisville Citizen* in 1948; formed the Lewisville Fire Department; built the G. Galloway Reynolds Community Center; assisted in the incorporation of Lewisville in 1991; initiated the Lewisville Christmas parade; sponsors an annual scholarship program for area high school seniors; contributed to the building of Shallowford Square; provides books for the Lewisville Branch Library; contributed to the restoration of the Historic Nissen House; hosts an annual Charity Golf Tournament; and many other contributions to numerous to list;

Whereas, The Lewisville Civic Club provides opportunities for residents to participate in community betterment projects, develop leadership skills and form life-long friendships;

NOW, THEREFORE, the Mayor and Town Council in Lewisville do hereby proclaim

JULY 22ND AS LEWISVILLE CIVIC CLUB DAY

in appreciation for the contributions the club has made, and continues to make, to improve the community for the benefit of all Lewisville residents.

Proclaimed this the 11th day of September 2025.

Mike Horn, Mayor



2025 APPLICATION FOR LEWISVILLE BOARD/COMMITTEE

Please submit a separate application for each board/committee appointment request.

Please refer to attached Resolution 2021001: Policy - Application process for boards and committees

Full Name: SCOTT HERZOG
 Street Address: 2340 RIVER RUN DR.
 City/State/Zip: LEWISVILLE, NC 27023
 Day Phone: _____ Evening Phone: _____ Cell: (336) 473-4829
 Email: herzogscott3@gmail.com

I am interested in serving on the following Committee (2-year term, unless otherwise noted):

☒ Environmental Conservation and Sustainability Committee - 2 vacancies (ends March 31, 2026)

☐ Lewisville Beautification Committee - 2 vacancies (ends March 31, 2026)

EMPLOYMENT AND EDUCATION

Employer: <u>RETIRED (COLLINS AEROSPACE)</u>	Graduate? <input checked="" type="checkbox"/> Major <u>AEROSPACE</u>
Address: <u>190 OAK PLAZA BLVD.</u>	High School: <u>SYCAMORE H.S., CINCINNATI, OH</u>
<u>WINSTON-SALEM, NC 27105</u>	College: <u>THE OHIO STATE UNIVERSITY</u>
Phone: _____	Graduate School: <u>NAVAL POSTGRADUATE SCHOOL</u>
Email: _____	Other: <u>NAVAL TEST PILOT SCHOOL</u>
Occupation: <u>PROGRAM MANAGER</u>	

Do you currently serve on a board and/or committee? Yes ☐ No ☒

If so, what board and/or committee: _____

Are you requesting reappointment? Yes ☐ No ☒

Signature: Scott M. Herzog Date: 25 JUL 2025

Please attach a brief statement with information detailing why you wish appointment to the board or committee and return to: Town Clerk, Town of Lewisville, PO Box 547, Lewisville, NC 27023 or email townclerk@lewisvillenc.net.

FOR OFFICE USE ONLY

Date Received: _____ Interview Date (if applicable): _____

Staff Recommendation: _____

Appointed by Town Council: Yes ☐ No ☐ Appointment Date (if applicable): _____

Applications will be accepted through July 31, 2025

2340 River Run Drive
Lewisville, NC 27023

July 25, 2025

Town of Lewisville
6510 Shallowford Road
Lewisville, NC 27023

Re: Application for Environmental Conservation & Sustainability Committee

Dear Sir or Madam:

Thank you for considering my application to serve on the Environmental Conservation & Sustainability Committee. My family and I have called Lewisville home since 2015. We have enjoyed the clean, welcoming community setting which has positively impacted how we have raised our children and enriched our daily lives. Since stepping away from full-time work in 2023, I have actively pursued volunteer opportunities and would be honored to serve our town by contributing my professional skills and passion for environmental stewardship.

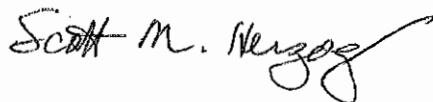
I bring a broad range of work experience that I believe would benefit the committee. I served as a career U.S. Naval officer in various roles such as aviator, team leader, training coordinator, scheduler and program manager for complex defense acquisition programs. I later continued my career in the commercial aerospace industry as a senior program manager. These roles have equipped me with strong leadership, communication, risk management, and organizational skills.

Outside of my professional experience, I am an avid outdoorsman who enjoys kayaking on the Yadkin River. I am concerned about pollution and soil erosion in the watershed and their effects on water quality and wildlife. I also serve as a Merit Badge Counselor with the Boy Scouts of America's Old Hickory Council, mentoring youth in life skills and outdoor ethics, including Leave No Trace principles. I am especially passionate about recycling and minimizing landfill waste. I greatly appreciate Lewisville's Special Recycling Events and would support efforts to expand their visibility and participation.

I am eager for the opportunity to apply my leadership and organizational abilities in service to our community. It would be a privilege to help the Town of Lewisville preserve, protect, and enhance our environmental resources in alignment with the committee's mission.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink that reads "Scott M. Herzog". The signature is fluid and cursive, with a long, sweeping underline that extends to the right.

Scott M. Herzog



2025 APPLICATION FOR LEWISVILLE BOARD/COMMITTEE

Please submit a separate application for each board/committee appointment request.

Please refer to attached Resolution 2021001: Policy - Application process for boards and committees

Full Name: James Aloysius McNamara (Jim)
Street Address: 199 Turnbridge Drive
City/State/Zip: Lewisville, NC 27023
Day Phone: _____ Evening Phone: _____ Cell: 336-406-2417
Email: jimmcnmail@gmail.com

I am interested in serving on the following Committee (2-year term, unless otherwise noted):

☒ Environmental Conservation and Sustainability Committee - 2 vacancies (ends March 31, 2026)

☐ Lewisville Beautification Committee - 2 vacancies (ends March 31, 2026)

EMPLOYMENT AND EDUCATION

Employer: <u>Retired</u>	Graduate? <input checked="" type="checkbox"/> /N Major <u>Biology B.S.</u>
Address: _____	High School: <u>St. Johns College HS, DC</u>
Phone: _____	College: <u>Catholic University of America, DC</u>
Email: _____	Graduate School: <u>N</u>
Occupation: _____	Other: _____

Do you currently serve on a board and/or committee? Yes ☐ No ☒

If so, what board and/or committee: _____

Are you requesting reappointment? Yes ☐ No ☐

Signature: James A. McNamara Date: 7/30/25

Please attach a brief statement with information detailing why you wish appointment to the board or committee and return to: Town Clerk, Town of Lewisville, PO Box 547, Lewisville, NC 27023 or email townclerk@lewisvillenc.net.

FOR OFFICE USE ONLY

Date Received: _____ Interview Date (if applicable): _____
Staff Recommendation: _____
Appointed by Town Council: Yes ☐ No ☐ Appointment Date (if applicable): _____

Applications will be accepted through July 31, 2025



2025 APPLICATION FOR LEWISVILLE BOARD/COMMITTEE

Please submit a separate application for each board/committee appointment request.

Please refer to attached Resolution 2021001: Policy - Application process for boards and committees

Full Name: Dixie Lee Thompson
Street Address: 1758 Pecan Manor Lane
City/State/Zip: Lewisville, NC 27023
Day Phone: _____ Evening Phone: _____ Cell: 865-406-5352
Email: dixiethompson@mac.com

I am interested in serving on the following Committee (2-year term, unless otherwise noted):

☒ Environmental Conservation and Sustainability Committee - 2 vacancies (ends March 31, 2026)

☐ Lewisville Beautification Committee - 2 vacancies (ends March 31, 2026)

EMPLOYMENT AND EDUCATION

Employer: <u>Retired from Univ of Tennessee</u>	Graduate? Y/N <u>Major</u> Exercise Science
Address: _____	High School: <u>Clayton HS</u>
Phone: _____	College: <u>UNC - CH for BA and MA</u>
Email: _____	Graduate School: <u>Univ of Virginia for PhD</u>
Occupation: <u>professor and administrator</u>	Other: _____

Do you currently serve on a board and/or committee? Yes ☐ No ☒

If so, what board and/or committee: _____

Are you requesting reappointment? Yes ☐ No ☒

Signature:  Date: 7/25/25

Please attach a brief statement with information detailing why you wish appointment to the board or committee and return to: Town Clerk, Town of Lewisville, PO Box 547, Lewisville, NC 27023 or email townclerk@lewisvillenc.net.

FOR OFFICE USE ONLY

Date Received: _____ Interview Date (if applicable): _____
Staff Recommendation: _____
Appointed by Town Council: Yes ☐ No ☐ Appointment Date (if applicable): _____

Applications will be accepted through July 31, 2025

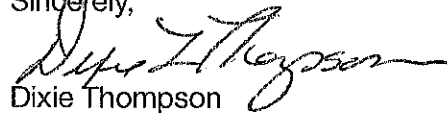
As a farm girl in eastern North Carolina, I learned early the importance of protecting our natural resources. I spent my youth on our family farm, and some of my greatest pleasures were exploring the great outdoors. This love continues today as I am an avid gardener, hiker, birder and amateur outdoor photographer.

I recently retired after a career of over 30 years in higher education. The last 9 years of my career was spent as Vice Provost and Dean of the Graduate School at the University of Tennessee, Knoxville. Last summer, my spouse and I purchased a home in Lewisville (she works for Wake Forest University). We have converted what was a rough and rather dead backyard into a vibrant garden. We are growing vegetables, planting native species, and have already seen a multitude of birds, butterflies and pollinators in our yard this summer.

My wife and I are avid recyclers and composters. We are committed to making sure we do our part to enhance and protect our environment. I see my volunteering to be a member of the Environmental, Conservation, and Sustainability Committee as an extension of my commitment to make a positive impact. Now that I'm retired, I look forward to getting involved in the local community in ways that help protect the environment and support local sustainability practices.

Thank you for considering my application.

Sincerely,

A handwritten signature in cursive script, appearing to read "Dixie Thompson", written in black ink. The signature is fluid and extends to the right with a long, sweeping tail.

Dixie Thompson



**RESOLUTION 2025-032 OF THE TOWN OF LEWISVILLE TOWN COUNCIL TO
AWARD CONTRACT FOR MARBLEHEAD DAM REPAIRS**

WHEREAS, plans for this repair project have been submitted to North Carolina (NC) Department of Dam Safety and NC Department of Environmental Quality and have been approved;

WHEREAS, plans conform with the required repair for the concerns about seepage of Lake Marblehead Dam;

WHEREAS, the Town of Lewisville does not employ personnel on its staff with the expertise in the management and repair of dams; and

NOW THEREFORE BE IT RESOLVED BY THE LEWISVILLE TOWN COUNCIL that Largent Land Management, LLC is awarded a contract for the repair of Marblehead Dam in the amount of \$269,700.

BE IT FURTHER RESOLVED by the Lewisville Town Council that the Town Manager is hereby authorized to execute the contract on behalf of the Town of Lewisville.

Adopted this the 11th day of September 2025 by the Lewisville Town Council.

Mike Horn, Mayor

ATTEST:

Angela Lord, Town Clerk



STAFF REPORT

ITEM:	1. RESOLUTION 2025-032 CONSTRUCTION CONTRACT
	2. RESOLUTION 2025-033 CEI SERVICES CONTRACT
SUBJECT:	MARBLEHEAD DAM REPAIRS CONSTRUCTION CONTRACT
PREPARED BY:	STACY TOLBERT, TOWN MANAGER
DATE SUBMITTED:	SEPTEMBER 4, 2025

BACKGROUND/SUMMARY:

Before Council is two contracts associated with the Lake Marblehead Dam repairs project located within the Willow Run Municipal Service District.

1. The first contract is with Largent Land Management, LLC. An informal bid process was followed to secure the contractor. The is the second lowest bid received due to the first bid being rejected and considered unresponsive.
2. The second contract is with Grimes Engineering, PC for the Construction, Engineering & Inspection services required to oversee the construction project. Request for proposals for engineering services were advertised and

STAFF RECOMMENDATION AND REQUESTED ACTION:

Staff recommends this contract be approved by Council.

FISCAL IMPACT:

1. The proposed contract for construction of the Lake Marblehead Dam Repairs is with Largent Land Management, LLC for the amount of \$269,700 and is within the engineers estimate and budgeted funds for the project.
2. The proposed contract for CEI Services with Grimes Engineering, PC is for the amount not to exceed \$94,500.

ATTACHMENT(S):

Draft Contract Agreements



**RESOLUTION 2025-033 OF THE LEWISVILLE TOWN COUNCIL
AUTHORIZING CONSTRUCTION, ENGINEERING, AND INSPECTION (CEI) SERVICES CONTRACT
FOR THE MARBLEHEAD DAM REPAIRS PROJECT**

WHEREAS, the project for the Marblehead Dam repairs are located within the Willow Run Municipal Service District;

WHEREAS, the Town is able to proceed with the construction, engineering and inspection (CEI) services for the project;

WHEREAS, a request for proposals for engineering services were advertised;

WHEREAS, the Town has negotiated a CEI (construction, engineering, and inspection) services contract with Grimes Engineering, PC for a contract price not to exceed \$94,500.

BE IT RESOLVED BY THE LEWISVILLE TOWN COUNCIL that the Town of Lewisville enter into a contract with Grimes Engineering, PC for CEI services associated with the Marblehead Dam repair project and the Town Manager is authorized to sign said contract with Grimes Engineering not to exceed \$94,500.

Adopted this the 11th day of September 2025 by the Lewisville Town Council.

ATTEST:

Mike Horn, Mayor

Angela Lord, Town Clerk



**RESOLUTION 2025-037 OF THE TOWN OF LEWISVILLE
APPROVE NO LEFT TURN SIGNAGE FOR LUCY LANE**

WHEREAS, the Winston Salem/Forsyth County School System discontinued crossing guards at the end of the 2025 school year;

WHEREAS, due to safety concerns, the Town of Lewisville Town Council requested assistance with directing school traffic exiting Lucy Lane onto Shallowford Road;

WHEREAS, following a successful no left turn trial process during the first couple of weeks of the 2025-2026 school year, and in collaboration with the Forsyth Council Sheriff's Office, the Lewisville Town Council has approved No Left Turn signage;

WHEREAS, signage to assist with traffic flow will be placed at Lucy Lane and Shallowford Road; and

NOW THEREFORE BE IT RESOLVED BY THE LEWISVILLE TOWN COUNCIL to approve the no left turn signage for Lucy Lane.

Adopted this the 11th day of September, 2025 by the Lewisville Town Council.

Mike Horn, Mayor

ATTEST:

Angela Lord, Town Clerk



**RESOLUTION 2025-038 OF THE LEWISVILLE TOWN COUNCIL
FACILITY FEE EXEMPTION FOR WINSTON SALEM/FORSYTH COUNTY SCHOOL BOARD**

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

WHEREAS, the Winston Salem/Forsyth County School Board has requested use of the Mary Alice Warren Community Center Magnolia Room for a School Board Retreat on October 21, 2025, 9 AM – 4 PM.

NOW, THEREFORE BE IT RESOLVED, THAT THE LEWISVILLE TOWN COUNCIL approves a one-time facility user fee exemption per Town Code Chapter 16-14 for the Winston Salem/Forsyth County School Board to utilize the Mary Alice Warren Community Center on October 21, 2025.

Adopted and effective this the 11th day of September 2025 by the Lewisville Town Council.

ATTEST:

Mike Horn, Mayor

Angela Lord, Town Clerk



Town of Lewisville Special Projects Funding & Exemption Policy for Nonprofit Organizations

Purpose

The purpose of this policy is to promote partnerships between the Town and general nonprofit organizations for the benefit of Lewisville residents.

Coverage

This policy shall be applicable to all requests for support and exemptions from nonprofit organizations.

Procedures

1. Eligibility: Organizations serving the residents of the Town of Lewisville are defined as those with a 501(c)(3) designation; is a group which regularly comes together for purposes of promoting, providing or supporting services to the Town of Lewisville or its residents, and is one which is described in one or more of the following:
 - a. Uses a location within Lewisville's corporate limits for its primary service place;
 - b. Has an office in Lewisville;
 - c. Has a majority of Lewisville residents in its service population;
 - d. Conducts a majority of its activities in Lewisville;
 - e. Is a regional organization which focuses a significant program in Lewisville, but otherwise conduct business and operations outside of Lewisville.

Funding and exemptions for any organization shall be considered only as allowed by the North Carolina General Statutes. For funding, organizations must meet the criteria for public purpose expenditures by tax paid dollars. Applications will be available at Town Hall.

2. General Funding Assistance: Organizations may apply to the Town of Lewisville for operating funding assistance, specific program costs, or capital items necessary for successful execution of their mission. As with all funding appropriations, Town Council action is required for approval of all nonprofit funding awarded.
3. Application Process: Completed applications will be reviewed by the Special Projects Review Committee at their monthly meetings held on the first Thursday in each month and following the Town Council's monthly briefing. The Special Projects Review Committee shall meet on an as needed basis each month. The Special Projects Review Committee reserves the right to hold any preliminary conferences with the applicants for questions prior to making a recommendation to the Town Council. Upon completion of the review by the Special Projects Review Committee, a recommendation shall be made to the Town Council. The Council shall either approve or disapprove the request and shall state the basis for disapproval of any request. All funding requests are subject to the availability of funds and shall only be provided after an approved budget amendment by the Town Council.
4. Notification: Each applicant will be notified whether the request has been granted or denied. For funding, payment to the organization shall be made based upon the project timeline and the type of project. Funds distributed by the Town of Lewisville may only be spent as indicated in the nonprofit application for which the funds were awarded. Within 30 days of completion of the project, the organization shall provide the Town with a written accounting of its expenditure of

the funds described in the application request, and in such detail and with such backup information and certifications as deemed necessary by the Town, its Finance Director, in accordance with the requirements or guidelines set forth by the General Accepted Accounting Principles. Proof of the respective expenditures including actual receipts may be requested as verification by the Town of Lewisville. Town funds may not be used by organizations for political activities. Pictures or other descriptions of the completed project may be requested by the Town. Funds shall be expended in the allotted time as stated in the application's estimated completion date.

5. Disclaimer: The Town of Lewisville reserves the right to deny any application. The previous approval of funding by the Town to the same or similar organization or for the same or similar project for which funds have been previously issued shall not entitle any organization to subsequent funding.



TOWN OF LEWISVILLE NONPROFIT FUNDING & EXEMPTION REQUEST APPLICATION

I. PURPOSE

The purpose of this application is to ensure the Town fully understands the nature of the request being made by the organization serving Lewisville, and to equitably and efficiently allocate resources to strengthen community organizations providing a process fair to each request. Nonprofit organizations that have received exemptions or funding in a previous year must submit an application for current year. Whether or not an organization received an exemption or funding in a prior year will not be a determining factor in the recommendation process. Each year is evaluated independently of any prior year decisions. Therefore, an award one year is not a guarantee for future year(s).

II. Application Review

Completed applications will be reviewed by the Special Projects Review Committee prior to presentation to Town Council with recommendations. Staff may recommend and Town Council may require annual reporting, submission of additional documentation or other items. As with all funding appropriations, Town Council is required for approval of all nonprofit funding awarded.

III. Funding Decisions

Applications received are open to the public. All organizations requesting exemptions or funding will be notified of Town Council's final decisions following the regular meeting in which application is considered. Town Council reserves the right to deny any request for any reason.

IV. Funding Distribution

Funds will be distributed by the Town of Lewisville.

V. Funding Usage

Funds will be distributed by the Town of Lewisville may only be spent as indicated in the nonprofit application for which the funds were awarded. Proof of the respective expenditures including actual receipts may be requested as verification by the Town. Funds received from the Town of Lewisville are not to be used to fund political activities.



TOWN OF LEWISVILLE
NONPROFIT EXEMPTION & FUNDING REQUEST APPLICATION

Organization Name: WS/FCS Board of Education
Agent/Person Completing Form: DEANNA KAPLAN, Chair, WS/FCS BOE
Street address: 475 Corporate Square Dr. Winston-Salem, NC 27105
Mailing address (if different from street): P.O. Box 2513 Winston-Salem 27102

Telephone number: 336 : 727-2816 Email address: my address is: dkaplan@wsfcs.k12.nc.us
Website (if applicable): Winston-Salem Forsyth County Board of Education Front Page

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

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

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

☐ **Uses a location within Lewisville's corporate limits for its primary service place;**
In detail, describe service area listing specific areas as appropriate. _____

☐ **Has an office in Lewisville;**
Street address: _____

☐ **Has a majority of Lewisville residents in its service population;**
Numerically, how many residents: _____

☐ **Conducts a majority of its activities in Lewisville;**
In detail, list all activities/business/etc. conducted in the town limits of Lewisville. _____

☒ **A regional organization which focuses a significant program in Lewisville, but otherwise conduct business and operations outside of Lewisville.**
In detail, describe the program(s), service area listing specific areas as appropriate and provide street address of office. _____
Lewisville Elementary / Lewisville Middle School

Funding Request

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

- ☐ Operating/Operations funding assistance
☒ Specific program costs
☐ Capital items (necessary for successful execution of the mission)

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

Request Use of Mary Alice Warren Community Center
Magnolia Room October 21, 2025 from 9:00-4:00

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

n/a

EXEMPTION REQUEST

Is this a one-time request? yes
If so, what is the date(s)? Oct 21, 2025 9:00AM - 4:00 PM

Is this request for recurring dates? no
If so, what are the dates and frequency? _____

What facility are you requesting:

☐ G. Galloway Building ☐ Shallowford Square ☐ Jack Warren Park
☒ Mary Alice Warren Center

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

Magnolia Room

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

Request exemption in cost to use room for
Oct 21, 2025. Board of Education Retreat.
Request to waive cost due to financial budgetary
restrictions.

RESIDENTS: HOW ARE THEY TO BE SERVED

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

The retreat will assist our board of education with required training to better serve the Town of Lewisville.

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

The entire population will benefit - especially the students.

MISSION & SERVICE ALIGNMENT

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

Our mission & vision is to provide high-quality, relevant learning experiences that equip students with the academic, workforce, and interpersonal skills needed to compete globally and contribute to society. The vision for the district focuses on preparing critically thinking, globally aware students with the intellectual, civic, and content knowledge to lead in a democratic society and an interconnected global community.

HISTORY

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

61 years

CHECKLIST OF DOCUMENTS FOR SUBMITTAL

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

Much of this information available on website

SUBMITTAL INSTRUCTIONS

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

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

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

Name: Deanna Koplen Signature: Deanna Koplen
Title: Chair, WS/FCS BOE Date: 9/3/25

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

STAFF USE ONLY

Received by: _____ Date: _____

Special Projects Review Committee Review Date: _____

Recommendation: _____

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

Notes (if applicable): _____



**RESOLUTION 2025-008 OF THE LEWISVILLE TOWN COUNCIL AMENDED SPECIAL PROJECTS REVIEW
COMMITTEE**

NOW, THEREFORE, BE IT RESOLVED THAT THE LEWISVILLE TOWN COUNCIL updates the Special Projects Review Committee's charter:

1. **NAME OF THE COMMITTEE:** The Lewisville Special Projects Review Committee referred to herein as the Committee.
2. **TYPE OF COMMITTEE:** The Committee shall be an advisory committee to the Town Council.
3. **MISSION:** Review nonprofit projects submitted for funding, review facility use exemption requests and make recommendations to Council for consideration.
4. **MEMBERSHIP:** The Committee shall consist of three (3) members of Town Council, the Finance Director, Town Manager, Town Clerk and Town Attorney.
5. **TERMS OF APPOINTMENT:** Committee members are for two (2) years and are to be appointed by Council at the Organizational Meeting after Town elections are certified.
6. **MEETINGS:**
 - a. The Committee shall meet on an as needed basis following the Council's Briefing and Action Meeting.
 - b. Minutes of all meetings shall be maintained in accordance with the Public Records laws and regulations.

BE IT FURTHER RESOLVED THAT THE LEWISVILLE TOWN COUNCIL amends the Special Projects Funding Policy and application included herein.

Adopted this the 12th day of June 2025 by the Lewisville Town Council.

ATTEST:

Angela Lord, Town Clerk

Mike Horn, Mayor



**RESOLUTION 2025-039 OF THE LEWISVILLE TOWN COUNCIL
APPROVING SPEED CUSHIONS FOR THE OAK GROVE NEIGHBORHOOD**

WHEREAS, On August 8, 2024, the Town of Lewisville adopted Resolution 2024-036 for the Residential Traffic Control Policy;

WHEREAS, Oak Grove neighborhood requested installation of speed cushions; canvassed the 100 homes affected; and received 74% responses in the affirmative, surpassing the 65% requirement;

WHEREAS, the Town of Lewisville Public Safety Technical Review Committee, the Lewisville Fire Department, and the Forsyth County Sheriff's Office reviewed and recommend the installation of three speed cushions with two being on Riding Ridge Lane and one being on Fairhaven Road; and a four-way stop at the intersection of Riding Ridge Lane and Fairhaven Road; and

NOW, THEREFORE BE IT RESOLVED, THAT THE LEWISVILLE TOWN COUNCIL approves the installation of three speed cushions and a four-way stop in the Oak Grove neighborhood.

Adopted and effective this the 11th day of September 2025 by the Lewisville Town Council.

ATTEST:

Mike Horn, Mayor

Angela Lord, Town Clerk



STAFF REPORT

ITEM:	RESOLUTION 2025-039
SUBJECT:	TRAFFIC MITIGATION IN OAK GROVE SUBDIVISION
PREPARED BY:	JON HANNA, PUBLIC WORKS DIRECTOR
DATE SUBMITTED:	SEPTEMBER 9, 2025

BACKGROUND/SUMMARY:

Upon request by the Oak Grove HOA Board, the Town devised a traffic mitigation plan to address speeding and cut-through traffic in the neighborhood. After extensive cooperation with the Board and review by the Public Safety Technical Review Committee, a plan was devised that included three speed cushion installations, one on Fairhaven Road and two on Riding Ridge Lane along with a four-way stop at the intersection of these two streets where there is currently a two-way stop. Neighborhood canvassing was performed by the HOA Board which exhibited overwhelming support for the plan and far exceeded the minimum percentages.

This resolution allows the Public Works Department to install the speed cushion structures and all associated signage in the Town of Lewisville right-of-way.

STAFF RECOMMENDATION AND REQUESTED ACTION:

Staff recommends Resolution 2025-039 be approved by Council.

FISCAL IMPACT:

The installation will be performed by Public Works staff. The cost of the manufactured RubberForm speed cushion product as well as all materials and additional signage will be approximately \$6700.

ATTACHMENT(S):

Resolution 2025-039

Map of site with installation locations

