

Lewisville Town Council
Briefing and Action Meeting Agenda
October 6, 2022 – 6:30 PM
Lewisville Town Hall 2nd Floor Conference Room
6510 Shallowford Road

- 1. Call to Order:**
 - A. Roll Call
 - B. Adoption of Agenda

- 2. Introductions, Recognitions and Presentations for October 6, 2022**
 - A. Introduction
 - i. Planner I Adam Barr
 - B. Presentation
 - i. Lewisville lift station relocation – Winston-Salem/Forsyth County Utilities Commission

- 3. Items Requiring Council Direction**
 - A. Establishing a Public Art Advisory Committee ([Attachment #1](#))

- 4. Items Requiring Action at Briefing:**
 - A. Ordinance 2022-052– Budget amendment for street sweeping - \$4,650 ([Attachment #2](#))
 - B. Resolution 2022-060 – Additional street sweeping due to Hurricane Ian - \$4,650 ([Attachment #3](#))
 - C. Approval of Town Manager employment contract

- 5. Old Business**
 - A. Review and select MAWCC solar panel proposal ([Attachment #4](#))
 - B. BAC status update
 - i. Plans of work ([Attachment #5](#))

- 6. Administrative Reports:**
 - A. Manager
 - i. Council chambers audio/visual
 - ii. Events Update
 - A. September 9 – Clifford movie
 - B. September 17 – The Megan Doss Band
 - C. October 1 – Eyes of Silver (Doobie Brothers Tribute) – *Canceled due to inclement weather*
 - B. Attorney
 - C. Public Works
 - D. Planning
 - E. Finance
 - F. Clerk
 - G. Community Center Facilities & Programming Manager
 - i. MAWCC quarterly update ([Attachment #6](#))

- 7. Agenda Items for Regular Meeting on October 13, 2022**
 - A. Tentative Agenda
 - i. Consent Agenda
 - A. Resolution 2022-058 – Financial statements for the two month ended August 31, 2022 – ([Attachment #7](#))
 - B. Approval of Agenda Briefing Minutes – September 1, 2022 ([Attachment #8](#))
 - C. Approval of Called Meeting Minutes – September 7, 2022 ([Attachment #9](#))
 - D. Approval of Closed Session Minutes – September 7, 2022
 - E. Approval of Regular Meeting Minutes – September 8, 2022 ([Attachment #10](#))

- F. Approval of Closed Session Minutes – September 9, 2022
- G. Approval of Called Meeting Minutes – September 14, 2022 ([Attachment #11](#))
- H. Approval of Closed Session Minutes – September 14, 2022
- I. Approval of Called Meeting Minutes – September 20, 2022 ([Attachment #12](#))
- J. Approval of Closed Session Minutes – September 20, 2022
- K. Approval of Called Meeting Minutes – September 28, 2022 ([Attachment #13](#))
- L. Approval of Closed Session Minutes – September 28, 2022
- M. Resolution 2022-059 – Accepting resignation of Dale Harriman – Public Safety Advisory Committee ([Attachment #14](#))
- ii. Introductions, Recognitions, Presentations and/or Proclamations
 - A. Presentations
 - a. Sheriff's Office
 - B. Introductions
 - a. Planner I – Adam Barr
 - b. Town Manager
- iii. Appointment(s)
 - A. Parks & Recreation Board (2 vacancies)
- iv. Public Hearings
- v. Technical Review(s)
- vi. Preliminary Site Plan Approvals
- vii. Evidentiary Hearings
- viii. Old Business
- viii. New Business
 - A. Ordinance 2022-050 – Budget amendment to cover increased garbage and recycling fuel surcharge - \$27,000 ([Attachment #15](#))
 - B. Ordinance 2022-051 – Budget amendment to purchase two (2) Level 2 electric vehicle charging stations - \$48,305 ([Attachment #16](#))
 - C. Resolution 2022-057 – Contract with Colite for two (2) Level 2 EV charging stations - \$48,305 ([Attachment #17](#))
 - D. Resolution 2022-061– Interlocal agreement with Winston-Salem/Forsyth County Utilities for relocation of Lewisville lift station ([Attachment #18](#))
 - E. Ordinance 2022-053 – Budget amendment to purchase solar panels for MAWCC
 - F. Resolution 2022-062 – Awarding MAWCC solar panel contract
 - G. Ordinance 2022-XXX – Budget amendment for tree replacements
- C. Approval of Tentative Agenda for regular meeting on October 13, 2022

8. For the Good of the Order

9. Adjournment



**RESOLUTION 2022-XXX OF THE LEWISVILLE TOWN COUNCIL
AMENDING CHAPTER 13-2 OF THE LEWISVILLE TOWN CODE
ESTABLISHING A PUBLIC ART ADVISORY COMMITTEE**

WHEREAS, there is a desire to showcase public art within the Town of Lewisville; and

WHEREAS, the Town Council recognizes the value of citizen inclusion.

NOW, THEREFORE, BE IT RESOLVED THAT THE LEWISVILLE TOWN COUNCIL establishes a Public Art Advisory Committee.

1. Committee Name – Public Art Advisory Committee (herein referred to as “Committee”).
2. Committee Type – The Committee will serve in an advisory role.
3. Mission – The Committee may suggest and recommend actions pertaining to the acquisition, loan, placement, maintenance, display, and/or disposal of the Town’s public artworks and related arts programming. The Committee shall consult with and advise Town staff and Town Council in matters affecting public art policies, programming, resources, and acquisitions related to the total Town public arts program.
4. Public Art Definition
 - a. Photography, paintings, sculptures, murals, pottery, ceramics, tapestry, fabric, and more.
 - b. Visually and physically accessible to community.
 - c. Indoor or outdoor.
 - d. Temporary or permanent.
5. Department Funding
 - a. The Committee shall coordinate an annual budget, if needed, with the Town Manager by February 28 for approval by Town Council.
 - b. Expenditures must follow the Town’s financial procedures.
6. Membership
 - a. The Committee shall be comprised of five (5) members. Those with an art background will be given preference. Examples of art professionals include, but are not limited to: visual and performing arts, art nonprofit workers, landscape architects, design professionals, art educators, architects, historic conservationists, etc.
 - b. Members are appointed by Town Council. Citizens interested in serving on the Committee shall submit a Public Art Advisory Committee application form to the Town Clerk requesting appointment. The Town Clerk forwards information to Council.
 - c. Members serve without compensation.



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7. Terms of Appointment
 - a. Appointments shall be for two (2) years expiring on March 31, following municipal elections (even years). Terms commence on April 1.
 - b. Committee members shall be appointed by Town Council, each to serve a two (2)-year term renewable without limitation to the number of consecutive terms.
 - c. Members who wish to resign their appointment shall submit their resignation to the Town Clerk who shall provide to Town Council for their acceptance. Vacancies on the Committee shall be filled for the unexpired term by Town Council.
8. Committee Structure
 - a. Chair
 - i. The Committee shall select from among themselves a Chair.
 - ii. The Chair shall serve for two (2) years.
 - iii. The Chair shall be selected at the next scheduled committee meeting April 1 or later, following March appointments.
 - b. Vice Chair
 - i. The Committee shall select from among themselves a Vice Chair.
 - ii. The Vice Chair shall serve for two (2) years.
 - iii. The Vice Chair shall be selected at the next scheduled committee meeting April 1 or later, following March appointments.
9. Ex-Officio Members – Individuals occupying the following positions shall, by appointment, serve in an ex-officio capacity and as a staff liaison.
 - a. Town Manager or designee
 - b. Public Works Director
 - c. Community Center Programming and Facilities Manager or designee
10. Meetings
 - a. The Committee shall establish its own regular meeting schedule. Schedule to be provided to the Town Clerk for appropriate filing and posting.
 - b. The Committee shall meet as needed.
 - c. All Committee meetings are subject to the North Carolina Open Meetings Law.
 - d. Minutes of all meetings shall be maintained in accordance with public records laws and regulations with approved Committee meeting minutes submitted to the Town Clerk for appropriate filing and posting.
 - e. Three (3) members, one of which must be the Chair or Vice Chair, constitute a quorum.
 - f. The Committee shall have a meeting attendance policy such that members failing to attend three (3) consecutive regular Committee meetings, without notification to the Chair or Town Clerk, shall have their membership subject to review and possible replacement by the Town Council.



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11. Reports – The Committee Chair shall submit a report of its activities and other important matters to the Town Council upon request.
12. Requests – All official requests should be in writing from the Committee Chair and must be presented to the Town Manager.

Adopted this the ____ day of _____, 2022.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk

DRAFT



TOWN STAFF
Received by: _____
Date: _____

**APPLICATION FOR PLACING ARTWORK
ON TOWN OF LEWISVILLE PROPERTY**

Thank you for your interest in placing artwork on property owned by the Town of Lewisville. Please complete and submit this application, along with the proposal, to:

Lewisville Public Art Advisory Committee
Town of Lewisville
6510 Shallowford Road, PO Box 547
Lewisville, NC 27023

Please review the attached Policies and Procedures. For assistance, please contact the [Town Clerk at 336-945-1022](tel:336-945-1022) or townclerk@lewisvillenc.net. The Lewisville Public Art Advisory Committee reserves the right to request additional information in order to process an exhibition proposal.

APPLICANT		
Name(s)/Organization:		
Contact:		
Address:		
City:	State:	Zip:
Phone:	Fax:	
Email:	Website:	
Conflicts of Interest (disclose any active contracts or contract negotiations with the Town):		

PROPOSED ARTWORK

Title of proposed artwork or exhibition

Labeling - include artist's name, date of creation, materials used (optional), short explanation of work (optional), donor's name, when applicable

(Optional) Proposed Town-owned site for placement:

Participants (list anyone that will be involved in the project):

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ARTWORK DETAILS

Please attach a proposal that includes the following:

1. Narrative description of the artwork or project including:
 - a. Concept
 - b. Aesthetic vision
 - c. Artist involvement
 - d. Materials
 - e. Processes
 - f. Durability
 - g. Other relevant information
2. Timeline and detailed installation plan (including specific required components for installation)
3. Budget and funding (explain project budget and how it will be funded)
4. Maintenance plan while the piece is on display (whether temporary or permanent)
5. Qualifications including:
 - a. Artist(s) resume/bio
 - b. Examples of past exhibits or similar projects
6. Visuals including:
 - a. Sketches, photographs, or other documentation of sufficient descriptive clarity to indicate the nature of the proposed art including an accurate description of colors
 - b. (If applicable) Digital, color images of artworks in exhibition
 - c. (if applicable) A site plan clearly showing the dimensions and the location of the art and its relation to pedestrian path of travel on the site and in the vicinity, including adjacent rights-of-way.
 - d. (If applicable) An elevation or perspective rendering showing the streetscape view of the art including the street elevations of adjacent properties
 - e. Digital images of past exhibits or similar projects
 - f. Maquette or rendering of artwork(s)

Submit application and supporting materials to:

Lewisville Public Art Advisory Committee
Town of Lewisville
6510 Shallowford Road, PO Box 547
Lewisville, NC 27023

Or electronically at: townclerk@lewisvillenc.net

APPLICANT'S AUTHORIZATION TO INITIATE REVIEW OF AN EXHIBITION PROPOSAL

Authorized signature:	Signature of Legal Guardian if Artist is a minor:
Print name:	Date:



POLICIES AND PROCEDURES FOR ARTWORK DONATIONS, LOANS, AND EXHIBITIONS ON PUBLIC PROPERTY

For assistance, please contact the Town Clerk at 336-945-1022 or townclerk@lewisvillenc.net.

Background:

Private individuals and agencies occasionally offer works of art as donations or loans to the Town of Lewisville or desire to display art owned by those individuals or agencies on public property. Similarly, individuals or groups may also wish to propose a public art project that would be temporarily or permanently installed on Town property.

The Lewisville Public Arts Committee was established to provide guidance and oversight for art projects which are for public display in the Town of Lewisville. The Committee reviews and makes recommendations concerning all aspects of public art, including policy, projects, acquisition, siting maintenance, adoption, deaccessioning, education, and outreach.

The Council-appointed Committee is broadly representative of Lewisville, including citizens, community leaders, artists, arts organization representatives, arts educators, and design professionals. The Committee is comprised of 5 members.

Definitions:

Artwork Donations/Gifts/Loans:

- Unrestricted Donation/Gift – The donation of a work of art to the Town without any restrictions placed on where it is sited.
- Restricted Donation/Gift – The donation of a site-specific work of art to the Town.
- Loan – The loan of a work of art to the Town, with or without restrictions placed on where it is sited.

Exhibitions/Artwork:

- Temporary Exhibition/Artwork – A proposed exhibition or work of public art installed temporarily on Town property. Proposals may be site-specific or not.
- Permanent Exhibition/Artwork – A proposed exhibition or work of public art installed permanently on Town property. Proposals may be site-specific or not.
- Exhibition of privately owned art on Public Property – A proposed exhibition of art not owned by the Town but located outside the business or building of the art owner on Town property.

Panel Review Guidelines:

The Committee will review each donation, loan, and exhibition proposal on the basis of the criteria established below. Even works in a previously juried exhibition will be subjected to these criteria. Individuals or groups will be required to submit the relevant application and supporting materials when proposing a donation, loan, artwork, or exhibition in order to ensure that all criteria are addressed.

1. **Artistic Merit:** Does the artwork have strong artistic merit? Criteria include but are not limited to:
 - Durability and craftsmanship in fabrication.
 - Strong preference is given to artwork that is unique or of a limited edition.
 - Appropriateness of artwork scale to the proposed site.
 - Appropriateness of artwork to other aspects of its surroundings, and artist's credentials and recognition.

2. **Site:** What type of site is proposed for the artwork? Siting criteria include but are not limited to:
 - As applicable, the artwork shall meet Town structural building, right-of-way, electrical, and other codes for safety.
 - Permanently sited artwork shall relate to the architectural, historical, geographical, and/or sociocultural context of the site.

3. **Safety, Maintainability and Feasibility:** Artworks on Town property must be structurally sound, durable and resistant to vandalism, weathering, and excessive maintenance/repair costs and should not pose a threat to the safety of the public. As applicable, the artwork shall be accessible to all people and meet American with Disabilities Act requirements. Applicant must provide the following information for the Committee review:
 - Adjacent/surrounding site conditions if applicable,
 - Dimensions
 - Materials
 - Colors
 - Power, plumbing or other utility requirements
 - Construction/installation method
 - Fabricator is qualified to install the work and carries adequate insurance to meet Town standards.
 - Evidence the art will not pose a threat to public safety.

The Committee may require additional support materials such as text verbally describing artwork and specifications, structural and engineering drawings, models or presentation drawings.

Procedure:

- A. Completed and signed applications, proposals, and supporting materials, including images or a maquette or rendering of artwork(s), should be submitted to the Committee and reviewed by staff for completion. Any questions regarding the application process should be referred to the Town of Lewisville's Town Clerk.
- B. The Committee will review applications and supporting materials, according to the criteria outlined above, at their regularly scheduled meeting. Applications and proposals should be received at least four weeks prior to the meeting. If needed, Committee can schedule a special meeting to review the application. Committee will determine, at the meeting, whether they will recommend accepting or rejecting the proposal. The Committee may attach conditions to its recommendations for acceptance or rejection of proposals.
- C. If a specific site is recommended for placement of the donated or loaned work or exhibition of private art on public property, Committee will review the proposed site. The site will also need to be approved by appropriate Town departments (Planning and Public Works). If the site is within the Downtown Overlay, Committee will forward the proposal and their recommendations to the Planning Board. If a site has not been proposed, Committee will work with the applicant to identify an appropriate location for the work of art or exhibition.
- D. If the proposal is accepted, Committee will forward the recommendation (along with the recommendation of the Planning Board, if applicable) to the Town Council for final approval.
- E. Committee will work with individuals or groups on agreements, timelines, and installation of artwork(s). If the work or exhibition has yet to be fabricated, Committee must be kept informed of the creation process with progress updates and scheduled studio visits.
- F. If Committee and the Town approve the exhibition of private art on public property, the owner of the private art must execute an agreement with the Town whereby, among other things, the owner assumes liability for personal or property damage arising from the exhibition of that private art on public property.

Eligible Artworks:

All artworks commissioned or acquired under the Lewisville Public Art Program shall be designed, or the process facilitated by, artist(s). Such artworks may include, but are not limited to:

1. Design work provided by the artists, including:
 - i. Artwork mounted or painted on exterior surfaces, fixtures and functional elements.
 - ii. Outdoor space design elements in areas such as plazas, public parks, arcades, and pedestrian passageways.
 - iii. Artistic design of roadways, bridges, parkways, pedestrian or bicycle pathways, transit system improvements, water and watershed facilities, solid waste transfer stations and sites with historic, archeological, and unique geological features.
2. Forms of visual art such as, but not limited to:
 - i. Sculptures, including bas-relief (cast), mobile, fountain, environmental, kinetic and electronic, in any material or combination of materials.
 - ii. All paintings, including murals and frescoes on portable and/or permanent structures.
 - iii. Art forms in clay, fiber and textile woods, metal, plastics, glass mosaics and other material; any combination or forms of media.

Ineligible Artworks:

1. "Art objects" which are mass-produced of standard design such as playground equipment, fountains, or statuary objects, unless incorporated into the artwork by a project artist.
2. Directional elements such as graphics, signage unless where these elements are integral parts of the original work of art or Public Art project.
3. Reproductions, by mechanical or other means, of original works of art, unless in cases where such reproduction is inherent in the art-making process, such as films, video, photography, printmaking, computer imagery or other media arts.
4. Decorative, ornamental or functional elements or architecture except where these elements are designed by the artist and/or are an integral part of the artwork by the artist or are the results of collaboration among design professionals, including at least one artist.
5. Services or utilities necessary to operate or maintain the artwork in perpetuity.
6. For residential property, artwork is excluded.
7. Artwork painted on unpainted masonry that is part of a historically designated building or structure.
8. Artwork that is considered distasteful not suitable for public viewing as determined by the Committee.



TOWN OF LEWISVILLE
6510 Shallowford Road, PO Box 547
Lewisville, NC 27023

LEWISVILLE PUBLIC ART ADVISORY COMMITTEE APPLICATION

Full Name: _____

Address: _____

City/State/Zip: _____

Day Phone: _____ Evening Phone: _____ Cell: _____

Email: _____

EMPLOYMENT AND EDUCATION

Employer: _____	Graduate? Y/N	Major
Address: _____	High School: _____	
Phone: _____	College: _____	
Email: _____	Graduate School: _____	
Occupation: _____	Other: _____	

Are you a current board/committee member? Yes No

Board/Committee: _____ Original Appointment Date: _____

Are you requesting reappointment? Yes No

Why are you interested in serving on Lewisville's Public Art Advisory Committee? _____

List what interests, skills, expertise, and/or experience you have that may be of assistance to the Public Art Advisory Committee? _____

Signature: _____ Date: _____

Available date(s) for interview: _____

Submit applications to: Town Clerk, Town of Lewisville, PO Box 547, Lewisville, NC 27023 or townclerk@lewisvillenc.net.

FOR OFFICE USE ONLY

Date Received: _____ Interview Date: _____
Interview Date: _____ Appointed: Yes No
Recommendation: _____



TOWN OF LEWISVILLE
 Budget Amendment Ordinance 2022-052
 Amending Budget Ordinance 2022001

FINANCE DEPARTMENT USE ONLY
Budget Amendment # 12
Pam Orrell, Finance Officer

CODE	ACCOUNT DESCRIPTION	AMOUNT	CODE	ACCOUNT DESCRIPTION	AMOUNT
10-00-5700-6003	Storm Water - Residential Street Sweeping	\$ 4,650.00	10-00-3990-9000	General Fund - Fund Balance Appropriated	\$ 4,650.00
		\$ 4,650.00			\$ 4,650.00

EXPLANATION: To provide (1) additional street sweeping to the curb and gutter residential streets to clean up the debris left by Hurricane Ian.

RECOMMENDED BY: Pam Orrell, Town Finance Officer

Approved and effective upon adoption this the 6th day of October 2022 by the Lewisville Town Council.

ATTEST:

 Mike Horn, Mayor

 Dora K. Moore, Town Clerk



**RESOLUTION 2022-060 OF THE LEWISVILLE TOWN COUNCIL
AUTHORIZING MCCOY'S SERVICES, INC. STREET SWEEPING CONTRACT – CHANGE ORDER #2**

WHEREAS, McCoy's Services, Inc. was awarded the street sweeping contract for the Town of Lewisville;
and,

WHEREAS, one additional street sweeping of the curb and gutter of residential streets to remove debris left by Hurricane Ian.

NOW THEREFORE, BE IT HEREBY RESOLVED by the Lewisville Town Council approves and authorizes the Town Manager to execute Change Order #2 with McCoy's Services, Inc. for an additional residential street sweeping in the amount of \$4,650.00.

Adopted this the 6th day of October 2022.

Mike Horn, Mayor

ATTEST:

Dora Moore, Town Clerk

TOWN OF LEWISVILLE

Change Order Number: 02

Project: Street Sweeping
Contract – Street Sweeping

Contract date: July 1, 2020-
June 30, 2023

Contractor: McCoy’s Services, Inc.

Reason for Change Order: **To provide (1) additional street sweeping to the curb and gutter residential streets to clean up the debris left by Hurricane Ian.**

YOU ARE DIRECTED TO MAKE THE FOLLOWING CHANGE IN THIS CONTRACT:

Fiscal 2022-2023

The original contract sum was (annually).....	\$23,746.00
Net Change by Previous Change Order(s).....	\$ 4,650.00
The Contract Sum Prior to this Change Order was (annually)	\$28,396.00
The Contract Sum will be increased by this Change Order	\$ 4,650.00
The new Contract Sum Including This Change Order Will be (annually)	\$33,046.00
The Contract time will increase by 0 days.	
The New Completion Date is: June 30, 2023	
The effective date of this change Order is October 6, 2022	

Accepted : McCoy’s Services, Inc.

By: _____

Date: _____

Approved: Town of Lewisville

By: _____

Date: _____

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

(Finance Officer)

	System Size kW	# Panels	Consumption Offset	Annual Energy kW Production	Price	Approximate Duke Rebate	Net Cost	Cost/W After Rebate	GVT. Direct Payment	Possible Final Cost
Renewal Energy Design Group	25.92	54	48%	38,022	\$ 71,798	\$ 16,850	\$ 54,948	\$ 2.12	\$ 21,539	\$ 33,409
Renewal Energy Design Group	33.12	69	62%	48,584	\$ 84,456	\$ 19,439	\$ 65,017	\$ 1.96	\$ 19,505	\$ 45,512
Renewal Energy Design Group	51.84	108	96%	74,752	\$ 121,824	\$ 33,187	\$ 88,637	\$ 1.71	\$ 36,548	\$ 52,089

DRAFT



Lewisville Community Center
7632 Warren Pk Dr, Lewisville, NC 27023, USA

Proposal for a 51.84 kW Solar Project

96% Offset

Lewisville Community Center

7632 Warren Pk Dr, Lewisville, NC 27023,
USA

Prepared By:

Renewable Energy Design Group
90 Beechwood Dr., Lewisville NC 27023
877-520-7652
solar@redgroupnc.com

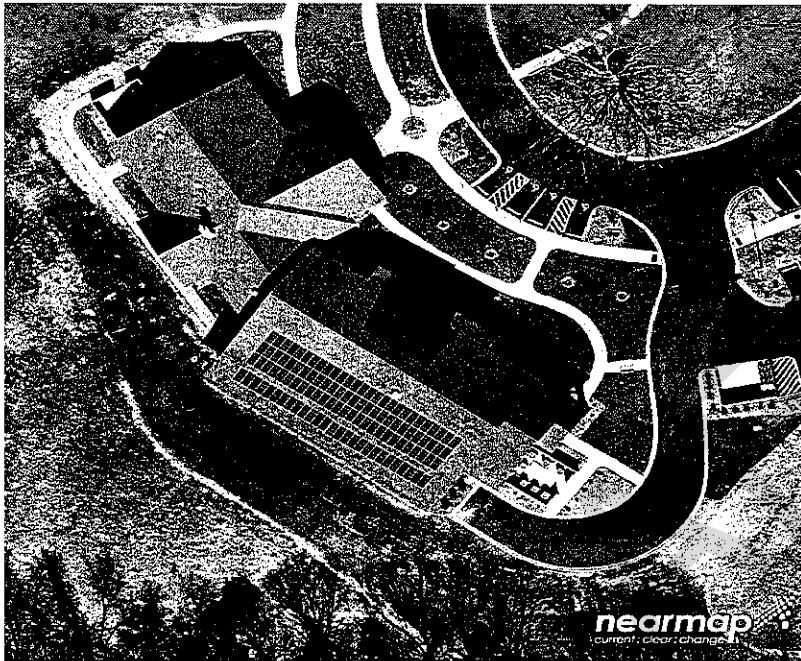
Electrical License:
NC #30408L SC#113918

Buy Option

Old Utility Bill	\$600.36 / Month
Estimated New Utility Bill	\$83.28 / Month
Estimated Bill Difference	\$517.07 / Month

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Project Overview



System Size
51.84 kW DC

CEC-AC Rating
44.251 kW AC

Estimated First Year Production
74,752 kWh AC

Consumption Offset
95%

Panels
Q.PEAK DUO XL-G10 480W
Inverters
SE43.2K

Array details

Panel: Q.PEAK DUO XL-G10 480W

Quantity: 81	Watts: 480	Azimuth: 215° (SW)	Tilt: 30°	Mounting: flush
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Panel: Q.PEAK DUO XL-G10 480W

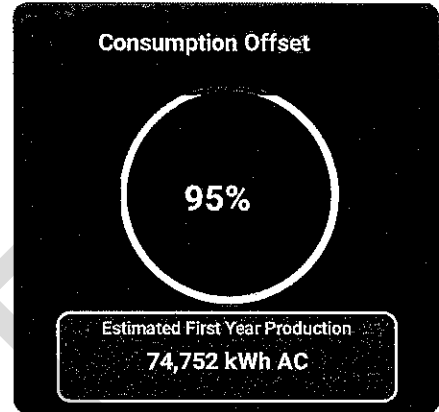
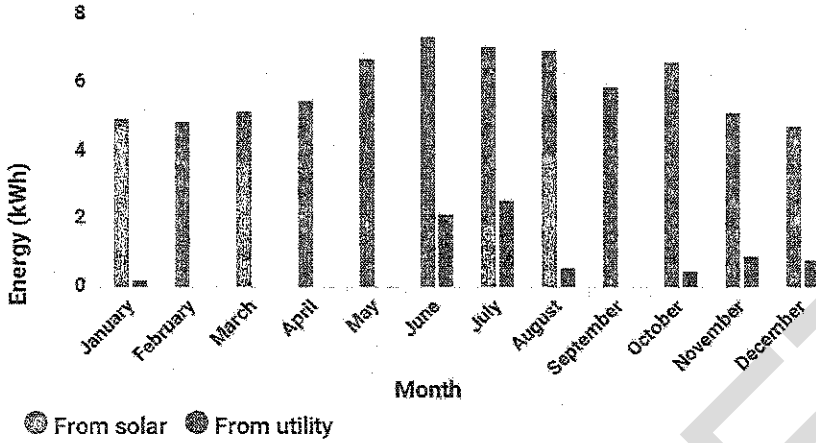
Quantity: 27	Watts: 480	Azimuth: 215° (SW)	Tilt: 23°	Mounting: flush
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Costs & Incentives

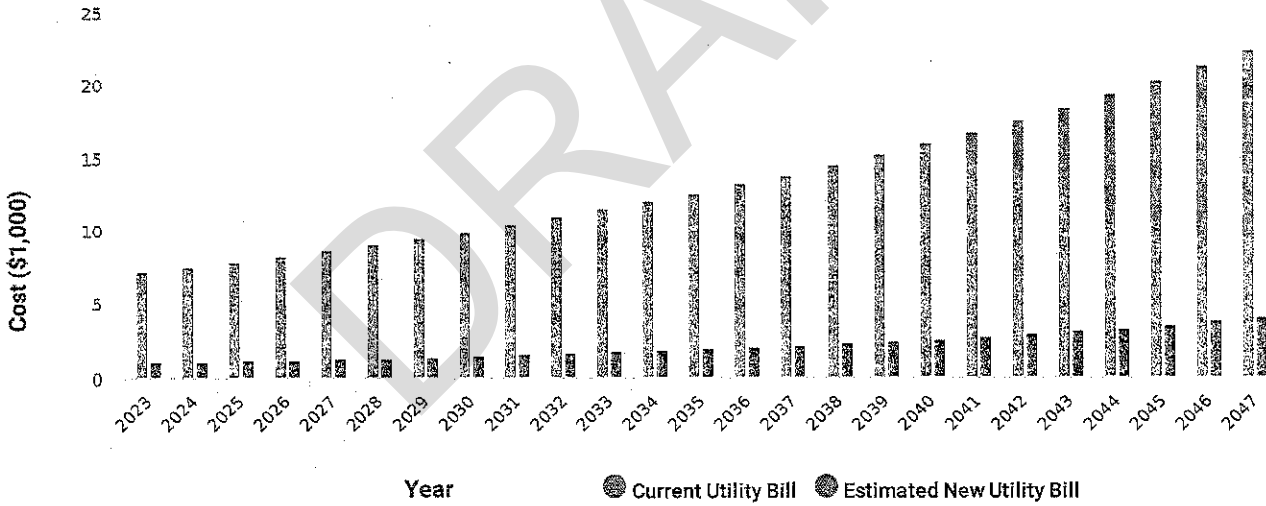
	Cost	Discounts & Rebates	Total Price
Base Price for Solar	\$121,824.00		
Based on a 51.84 kW installation	\$2.35/watt		
Utility Incentive			
Duke Energy Solar Rebate Program (Non-profit) (kW-AC, Excluded from ITC)		-\$33,187.97	
Federal Tax Credit			
Business Energy Investment Tax Credit (ITC) - 30%		-\$36,547.20	
Cost after Rebates & Incentives*	\$121,824.00	-\$69,735.17	\$52,088.83

*Note: Not everyone is eligible for credits, incentives, or rebates or can fully use them. Please consult your tax professional or legal professional for further information.** Incentives are subject to change. The actual amount can be higher or lower than what is quoted, and may not stay at a fixed rate over time. It can also change based on the tax bracket you are in.

Energy Usage



Yearly Breakdown



Assuming a 5.00% escalation rate on utility rate

Payback Period
7.3 years

Return on investment (ROI)
17.6% per year

Estimated Net Savings
\$229,267.29



Month-by-Month Details

Month (2023)	Solar Production AC (kWh)	Grid Usage (kWh)	Utility Bill	Net Credits	Savings
Jan	4974.37	188.6	\$45.72	0.0 kWh	\$429.09
Feb	5032.82	0	\$29.45	164.7 kWh	\$424.17
Mar	6522.02	0	\$29.49	1,319.3 kWh	\$457.59
Apr	7010.62	0	\$29.45	1,534.8 kWh	\$487.15
May	7366.69	0	\$29.45	642.9 kWh *	\$616.41
Jun	7369.31	2154.3	\$205.63	0.0 kWh	\$605.94
Jul	7085.34	2563.6	\$236.51	0.0 kWh	\$572.22
Aug	6962.42	584.6	\$79.22	0.0 kWh	\$592.79
Sep	6690.58	0	\$29.45	782.7 kWh	\$547.10
Oct	5814.65	501.1	\$74.54	-805.7 kWh	\$595.69
Nov	5163.83	917.3	\$111.02	0.0 kWh	\$459.41
Dec	4759.66	798.6	\$99.47	0.0 kWh	\$417.31
Total	74,752.3 kWh	7,708.1 kWh	\$999.40	\$325.90	\$6,204.87

Production and Savings estimates are based on a period of 25 years by default. The length of the default project life can be updated for all projects by visiting the [Your Pricing](#) section in the Company settings. To change the project life for this project, visit [Utility](#) section under Settings button at the top edge of this page. Estimated production assumes equipment is maintained and free from damage or other impediments. Estimated projected usage is based on your current utility bill.

Materials & Specifications

Panel
Q.PEAK DUO XL-G10 480W (480 Watts)

Quantity: 108

Inverter
SE43.2K

Quantity: 2

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RENEWABLE
ENERGY
DESIGN GROUP

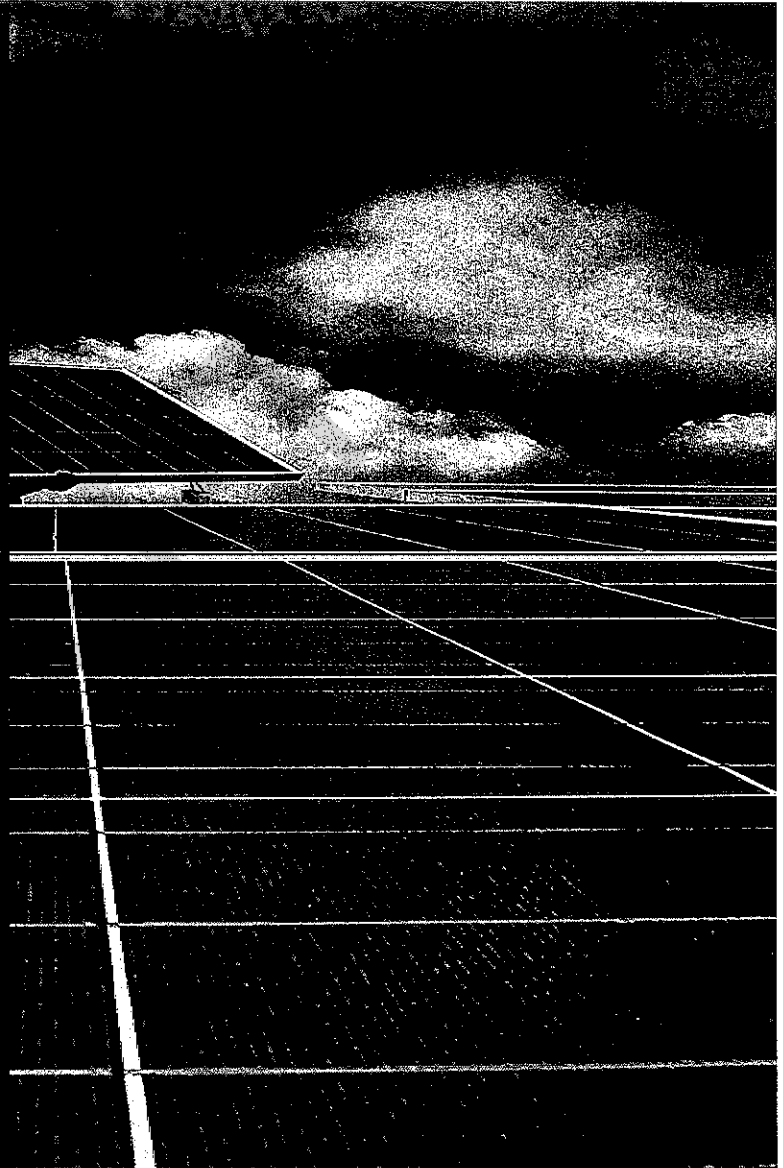
Lewisville Community Center
7632 Warren Pk Dr, Lewisville, NC 27023, USA

Proposal for a 33.12 kW Solar Project

62% Offset

Lewisville Community Center

7632 Warren Pk Dr, Lewisville, NC 27023,
USA



Prepared By:

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90 Beechwood Dr., Lewisville NC 27023
877-520-7652
solar@redgroupnc.com

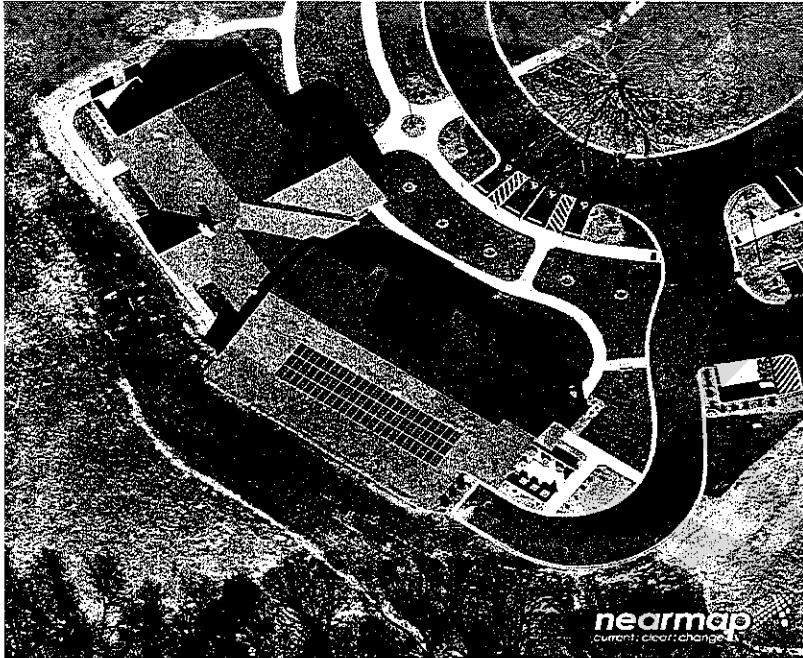
Electrical License:
NC #30408L SC#113918

Buy Option

Old Utility Bill	\$600.36 / Month
Estimated New Utility Bill	\$246.61 / Month
Estimated Bill Difference	\$353.74 / Month

DRAFT

Project Overview



System Size
33.12 kW DC

CEC-AC Rating
28.708 kW AC

Estimated First Year Production
48,584 kWh AC

Consumption Offset
62%

Panels
Q.PEAK DUO XL-G10 480W

Inverters
SE33.3KUS

Array details

Panel: Q.PEAK DUO XL-G10 480W

Quantity: 69

Watts: 480

Azimuth: 215° (SW)

Tilt: 30°

Mounting: flush

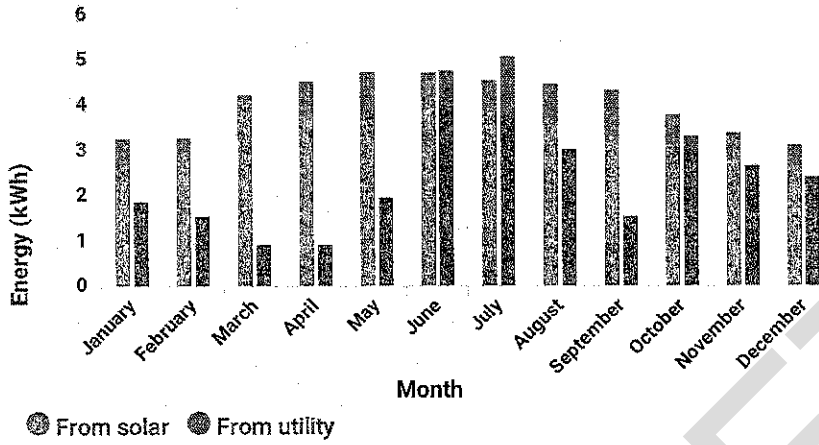
Costs & Incentives

	Cost	Discounts & Rebates	Total Price
Base Price for Solar	\$84,456.00		
Based on a 33.12 kW installation	\$2.55/watt		
Duke Non Profit Rebate - Not Guaranteed			
1 x -\$19,439.00		-\$19,439.00	
Gross Cost	\$84,456.00	-\$19,439.00	\$65,017.00
Federal Tax Credit			
Business Energy Investment Tax Credit (ITC) - 30%		-\$19,505.10	
Cost after Rebates & Incentives*	\$84,456.00	-\$38,944.10	\$45,511.90

*Note: Not everyone is eligible for credits, incentives, or rebates or can fully use them. Please consult your tax professional or legal professional for further information.** Incentives are subject to change. The actual amount can be higher or lower than what is quoted, and may not stay at a fixed rate over time. It can also change based on the tax bracket you are in.



Energy Usage

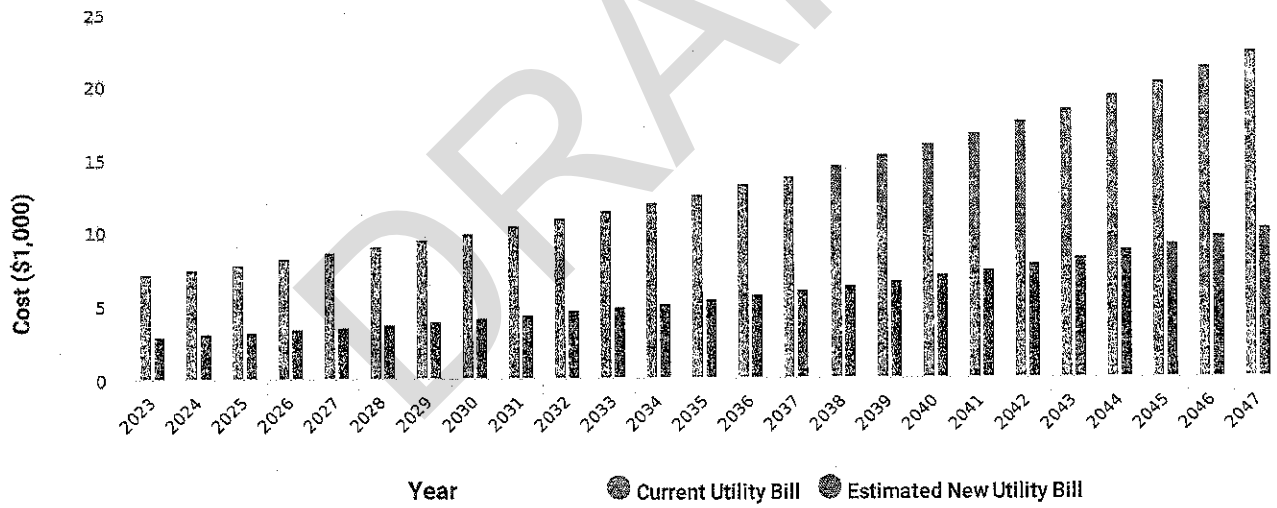


Consumption Offset

62%

Estimated First Year Production
48,584 kWh AC

Yearly Breakdown



Assuming a 5.00% escalation rate on utility rate

Payback Period
8.9 years

Return on investment (ROI)
12.6% per year

Estimated Net Savings
\$143,051.02

Estimated Solar Savings Over 25 Years

\$188,562.92

Month-by-Month Details

Month (2023)	Solar Production AC (kWh)	Grid Usage (kWh)	Utility Bill	Net Credits	Savings
Jan	3272.71	1890.3	\$192.50	0.0 kWh	\$282.30
Feb	3295.32	1572.9	\$166.50	0.0 kWh	\$287.13
Mar	4246.42	956.3	\$113.60	0.0 kWh	\$373.48
Apr	4537.19	938.6	\$112.96	0.0 kWh	\$403.64
May	4751.29	1972.5	\$210.25	0.0 kWh *	\$435.61
Jun	4741.13	4782.4	\$421.86	0.0 kWh	\$389.71
Jul	4561.7	5087.2	\$440.32	0.0 kWh	\$368.41
Aug	4501.21	3045.5	\$288.77	0.0 kWh	\$383.24
Sep	4348.42	1559.4	\$173.85	0.0 kWh	\$402.69
Oct	3798.23	3323.3	\$328.47	0.0 kWh	\$341.76
Nov	3394.47	2686.7	\$268.44	0.0 kWh	\$302.00
Dec	3136.19	2422.1	\$241.81	0.0 kWh	\$274.97
Total	48,584.3 kWh	30,237.1 kWh	\$2,959.34	\$0.00	\$4,244.94

Production and Savings estimates are based on a period of 25 years by default. The length of the default project life can be updated for all projects by visiting the [Your Pricing](#) section in the Company settings. To change the project life for this project, visit [Utility](#) section under Settings button at the top edge of this page.

Estimated production assumes equipment is maintained and free from damage or other impediments.

Estimated projected usage is based on your current utility bill.

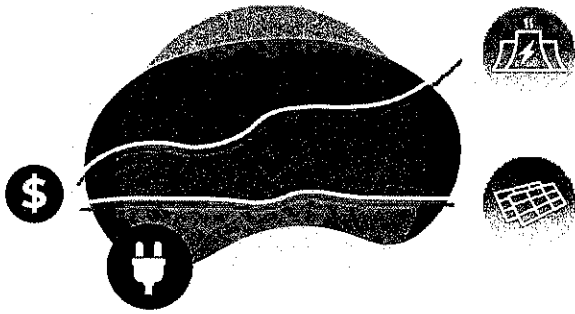
Materials & Specifications

Panel
Q.PEAK DUO XL-G10 480W (480 Watts) Quantity: 69

Inverter
SE33.3KUS Quantity: 1

DRAFT

Other Reasons to go Solar



Control your Energy Costs

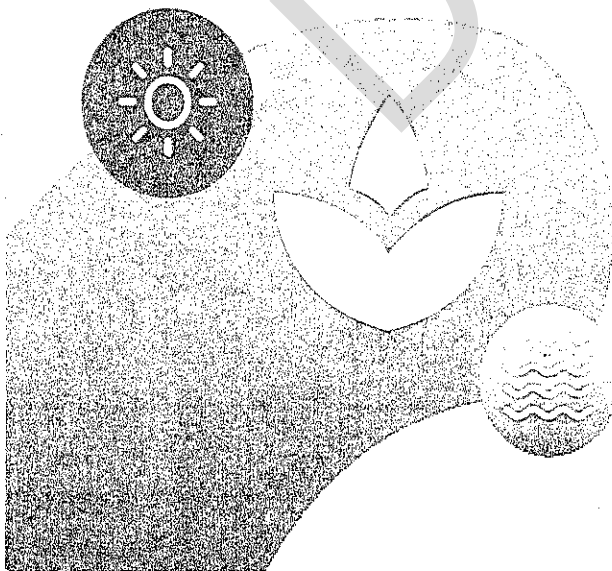
As utility prices continue to climb you will enjoy predictable energy costs for years to come.



Increase the value of your property

A number of real estate studies find that solar is a building improvement that may increase the market value of your property.

Benefit your environment



92,714

Gallons of gasoline
consumed



35,062

Trash bags of waste
recycled



13,732

Tree seedlings
grown for 10 years



907,429

Pounds of coal
burned

Source: United States Environmental Protection Agency



Lewisville Community Center
7632 Warren Pk Dr, Lewisville, NC 27023, USA

Signature

I hereby agree to move forward with the solar project as described above and agree to the Terms and Conditions below of the contract provided by the installer Renewable Energy Design Group joined to this proposal.

Lewisville Community Center

Date of Signature (MM-DD-YYYY)

DRAFT



Terms & Conditions

Renewable Energy Design Group.

By signing (not required at this time) electronically for the proposal, and upon doing so, the client and Renewable Energy Design Group are not contractually bonded. If the client wishes to pursue with the project Renewable Energy Design Group will provide a contract to be reviewed and signed by both parties.

Additional information specific to your solar project:

Client name: Lewisville Community Center

Address of project: 7632 Warren Pk Dr, Lewisville, NC 27023, USA

Solar Panels:

- Manufacturer: Hanwha Q CELLS
- Model: Q-PEAK DUO XL-G10 480W
- Watts: 480
- Count: 69

Inverter:

- Name: SolarEdge Technologies Ltd. - SE33.3KUS
- Efficiency: 98.50%

Pricing & Payment information:

Discounts:

- Duke Non Profit Rebate - Not Guaranteed: 1 x -\$19,439.00 -\$19,439.00

Rebates & Incentives applied to the project:

- Business Energy Investment Tax Credit (ITC) - 30%: -\$19,505.10

Gross price of system \$65,017.00

Cost after rebates and incentives: \$45,511.90

Project specs:

- System Size: 33.12 kW
- CEC-AC Rating: 28.708 kW
- Estimated First Year Production: 48,584 kWh AC
- Consumption Offset: 62%



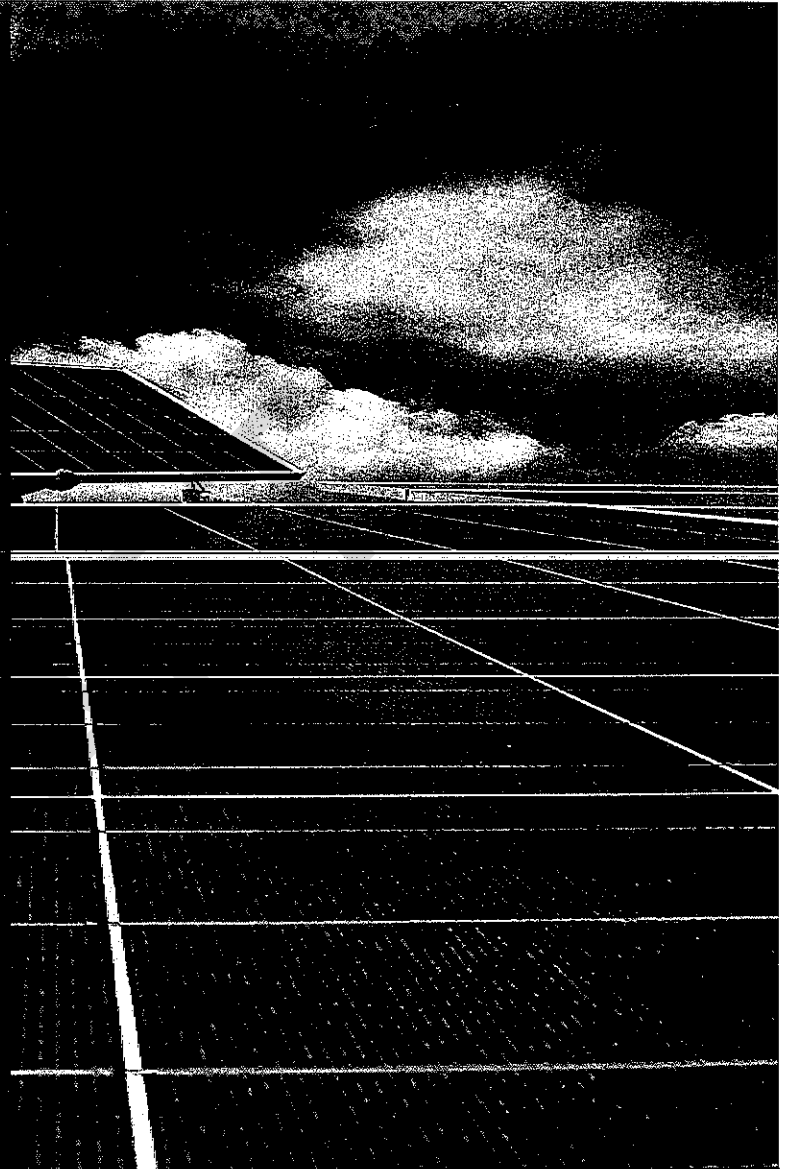
Lewisville Community Center
7632 Warren Pk Dr, Lewisville, NC 27023, USA

Proposal for a 25.92 kW Solar Project

48% Offset

Lewisville Community Center

7632 Warren Pk Dr, Lewisville, NC 27023,
USA



Prepared By:

Renewable Energy Design Group
90 Beechwood Dr., Lewisville NC 27023
redgroupsolar.com
877-520-7652
solar@redgroupnc.com

Electrical License:
NC #30408L SC#113918

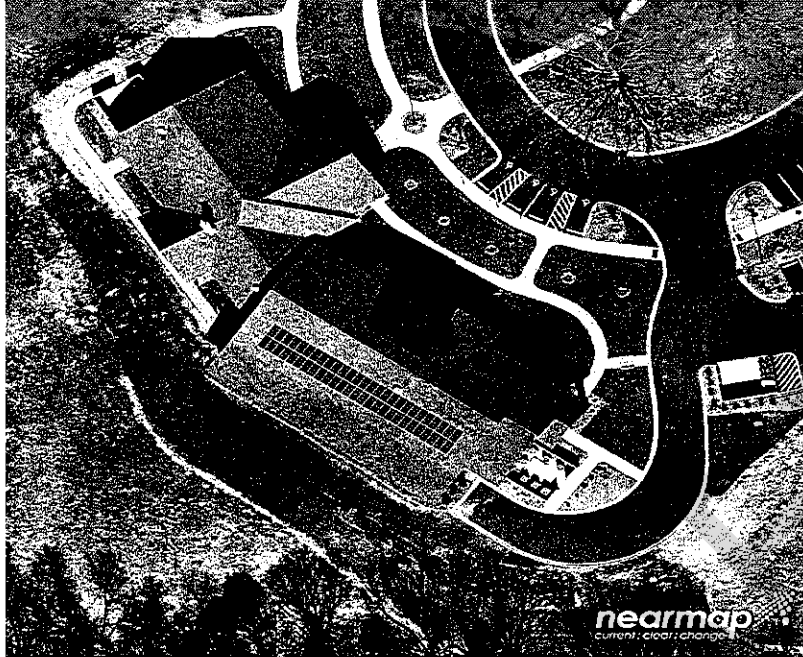


Buy Option

Old Utility Bill	\$600.36 / Month
Estimated New Utility Bill	\$323.51 / Month
Estimated Bill Difference	\$276.84 / Month

DRAFT

Project Overview



System Size
25.92 kW DC

Panels
Q.PEAK DUO XL-G10 480W

Inverters
SE33.3KUS

CEC-AC Rating
22.467 kW AC

Estimated First Year Production
38,022 kWh AC

Consumption Offset
48%



Array details

Panel: Q.PEAK DUO XL-G10 480W

Quantity: 54

Watts: 480

Azimuth: 215° (SW)

Tilt: 30°

Mounting: flush

DRAFT

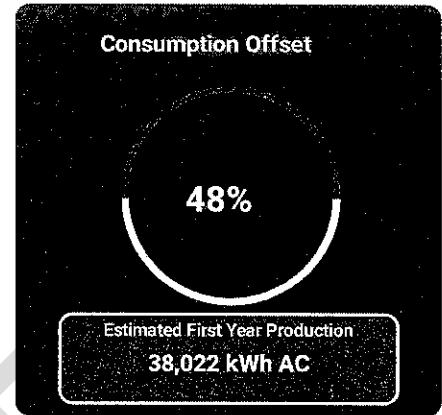
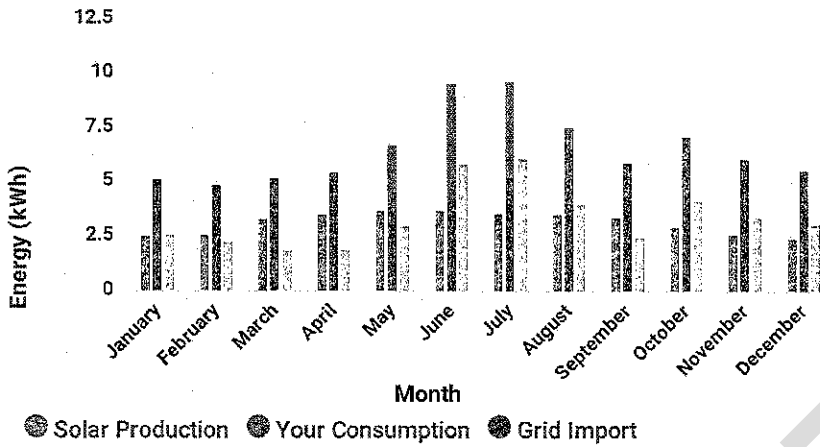


Costs & Incentives

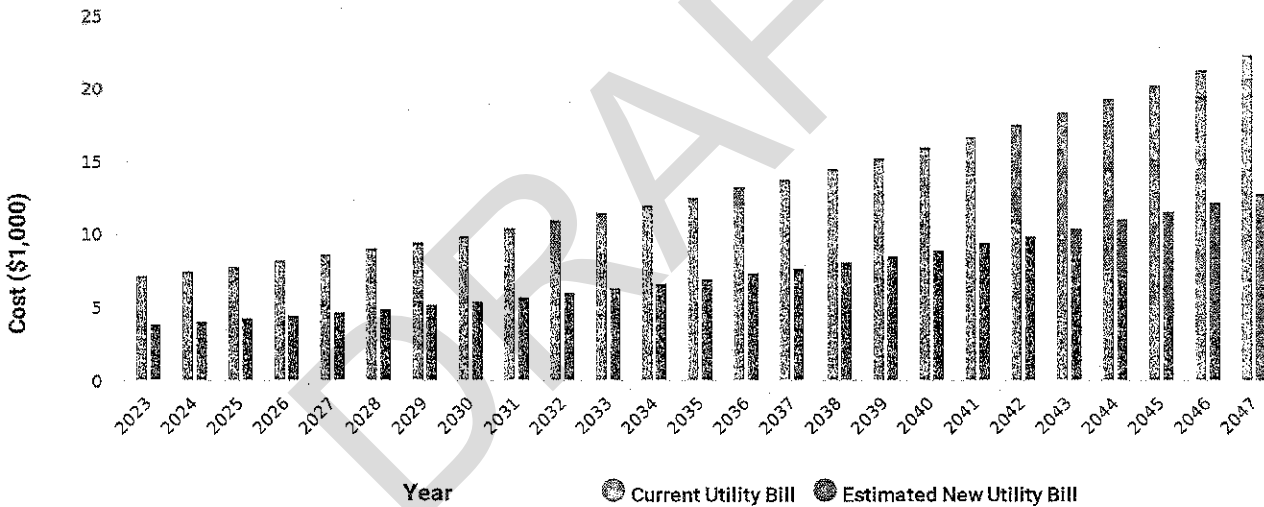
	Cost	Discounts & Rebates	Total Price
Base Price for Solar	\$71,798.40		
Based on a 25.92 kW installation	\$2.77/watt		
Utility Incentive			
Duke Energy Solar Rebate Program (Non-profit) (kW-AC, Excluded from ITC)		-\$16,850.59	
Federal Tax Credit			
Business Energy Investment Tax Credit (ITC) - 30%		-\$21,539.52	
Cost after Rebates & Incentives*	\$71,798.40	-\$38,390.11	\$33,408.29

*Note: Not everyone is eligible for credits, incentives, or rebates or can fully use them. Please consult your tax professional or legal professional for further information.** Incentives are subject to change. The actual amount can be higher or lower than what is quoted, and may not stay at a fixed rate over time. It can also change based on the tax bracket you are in.

Energy Usage



Yearly Breakdown

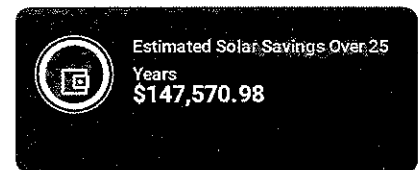


Assuming a 5.00% escalation rate on utility rate

Payback Period
8.4 years

Return on investment (ROI)
13.7% per year

Estimated Net Savings
\$114,162.70





Month-by-Month Details

Month (2023)	Solar Production AC (kWh)	Grid Usage (kWh)	Utility Bill	Net Credits	Savings
Jan	2561.25	2601.7	\$253.87	0.0 kWh	\$220.93
Feb	2578.95	2289.2	\$228.91	0.0 kWh	\$224.71
Mar	3323.28	1879.4	\$194.79	0.0 kWh	\$292.29
Apr	3550.84	1924.9	\$200.71	0.0 kWh	\$315.89
May	3718.4	3005.4	\$304.95	0.0 kWh *	\$340.91
Jun	3710.45	5813.1	\$506.58	0.0 kWh	\$304.99
Jul	3570.02	6078.9	\$520.41	0.0 kWh	\$288.32
Aug	3522.69	4024	\$372.09	0.0 kWh	\$299.93
Sep	3403.11	2504.7	\$261.40	0.0 kWh	\$315.15
Oct	2972.53	4149	\$402.76	0.0 kWh	\$267.46
Nov	2656.54	3424.6	\$334.09	0.0 kWh	\$236.35
Dec	2454.41	3103.9	\$301.59	0.0 kWh	\$215.19
Total	38,022.5 kWh	40,798.9 kWh	\$3,882.15	\$0.00	\$3,322.12

Production and Savings estimates are based on a period of 25 years by default. The length of the default project life can be updated for all projects by visiting the [Your Pricing](#) section in the Company settings. To change the project life for this project, visit [Utility](#) section under Settings button at the top edge of this page.

Estimated production assumes equipment is maintained and free from damage or other impediments.

Estimated projected usage is based on your current utility bill.

Materials & Specifications

Panel Q.PEAK DUO XL-G10 480W (480 Watts)	Quantity: 54
Inverter SE33.3KUS	Quantity: 1

DRAFT

Lewisville Beautification Committee 2022/2023 Plan of Work

CHARTERED: October 22, 1991

MISSION: Report on methods and concepts to improve the general appearance and ambiance of the Town of Lewisville.

Section 1

Annual (Recurring) Activities/Events	Approved In Current Budget Yes/No	Approximate Funding Needed Estimate/Not Sure	Need Staff Support Yes/No	One Time Activity or Recurring			Staff Notes	Council Notes
Clean Sweep (Spring & Fall)	Yes	Minimal	Minor	Recurring				
Yard of the Week awards (Spring-Summer)	No cost	\$ -	Minor	Recurring				
Holiday Decorations Drive-Through (December)	No cost	\$ -	Minor	Recurring				
Discovering Lewisville PDF document (updated as needed)	No cost	\$ -	Minor	Recurring				
Perennial Garden at Jack Warren Park (Spring, Summer & Fall)	Yes	\$ 500.00	Yes	Recurring				
Bluebird Trail at Jack Warren Park (Spring & Summer)	Yes	Minimal	No	Recurring				
Wildflower Garden (Summer & Fall)	Yes	\$ 500.00	Yes	Recurring			LBC agreed at Sept meeting not to continue wildflower garden due to no prior success; they will consider a pollinator garden	

Section 2

Activities Planned for This Year	Approved In Current Budget Yes/No	Approximate Funding Needed Estimate/Not Sure	Need Staff Support Yes/No	One Time Activity or Recurring	Com Plan Lead?	Com Plan Support?	Staff Notes	Council Notes
Clean Sweep (Spring & Fall)	Yes	Minimal	Minor	Recurring				
Yard of the Week awards (Spring-Summer)	No cost	\$ -	Minor	Recurring				
Holiday Decorations Drive-Through (December)	No cost	\$ -	Minor	Recurring				
Discovering Lewisville PDF document (updated as needed)	No cost	\$ -	Minor	Recurring				
Perennial Garden at Jack Warren Park (Spring, Summer & Fall)	Yes	\$ 500.00	Yes	Recurring				
Bluebird Trail at Jack Warren Park (Spring & Summer)	Yes	Minimal	No	Recurring				
Wildflower Garden (Summer & Fall)	Yes	\$ 500.00	Yes	Recurring			LBC agreed at Sept meeting not to continue wildflower garden due to no prior success; they will consider a pollinator garden	

Section 3

Prioritization of Tasks from Comprehensive Plan	Will Require Funding Yes/No/Not Sure	Approximate Funding Needed Estimate/Not Sure	Need Staff Support Yes/No	One Time Activity or Recurring	Com Plan Lead?	Com Plan Support?	Staff Notes	Council Notes
Short Term Tasks (Completed by December 31, 2022)								

<u>Medium Term Tasks (Completed by June 30, 2023)</u>	<u>Will Require Funding</u> Yes/No/Not Sure	<u>Approximate</u> <u>Funding Needed</u> Estimate/Not Sure	<u>Need Staff Support</u> Yes/No	<u>One Time</u> <u>Activity or</u> <u>Recurring</u>	<u>Com Plan</u> <u>Lead?</u>	<u>Com Plan</u> <u>Support?</u>	<u>Staff Notes</u>	<u>Council Notes</u>
Turn the current, unproductive, wildflower garden at Jack Warren Park into a Pollinator Garden. Once complete, come up with an outreach plan for exploring ways to encourage residents and local businesses to help promote pollinators.	Yes	\$ 500.00	Yes			Resiliency & Sustainability- 1.1 Natural Resource Conservation Priority 1 1.3 Native Plants and Non-Invasive Species Priority 3 3.2 Conservation Tax Credits Priority 1 Parks, Recreation & Culture- ☐ 4.2 Sustainable Practices Priority 2 (LBC is not listed as a support member)	LBC agreed at Sept meeting not to continue wildflower garden due to no prior success; they will consider a pollinator garden	
<u>Long Term Tasks (Ongoing)</u>	<u>Will Require Funding</u> Yes/No/Not Sure	<u>Approximate</u> <u>Funding Needed</u> Estimate/Not Sure	<u>Need Staff Support</u> Yes/No	<u>One Time</u> <u>Activity or</u> <u>Recurring</u>	<u>Com Plan</u> <u>Lead?</u>	<u>Com Plan</u> <u>Support?</u>	<u>Staff Notes</u>	<u>Council Notes</u>
Explore Research areas in town for public art installations and available grants for funding art in communities.	Yes	Unsure (grants may be available)	Yes			Parks, Recreation & Culture- 3.2 Public Art Priority 3	Committee can research options but staff would have to apply for and oversee grants. Council approval may be needed as well.	
Section 4								
<u>Additional Activities for Consideration</u> (Provide Reason For Consideration on Separate Page)	<u>Will Require Funding</u> Yes/No/Not Sure	<u>Approximate</u> <u>Funding Needed</u> Estimate/Not Sure	<u>Need Staff Support</u> Yes/No	<u>One Time</u> <u>Activity or</u> <u>Recurring</u>			<u>Staff Notes</u>	<u>Council Notes</u>
<u>List by Priority</u>								
PRIORITY 1: Turn the current, unproductive, wildflower garden at Jack Warren Park into a Pollinator Garden in conjunction with exploring ways to encourage residents and local businesses to help promote pollinators... mix some clover seed into their lawns, choose bee-friendly flowers for their gardens/landscaping, use non-toxic substitutes for weed-killers & pest control, etc. Private and commercial gardens would benefit as well as our water quality and overall environment.	Yes	\$ 500.00	Yes	Recurring (Maint.)				
PRIORITY 2: Explore areas in town for public art installations and available grants for funding art in communities.	Yes	Unsure (grants may be available)	Yes	Recurring				

<p>PRIORITY 3: Creation of a beautified green space (Mini park) on the Shallowford Rd. property donated by Fred Moser (with benches, gardens and possible fountain and small playground).</p>	Yes	Unsure	Yes	Recurring (Maint.)			<p>Master PARC Plan recommends newer parks be built away from the downtown area since there are 3 parks already within walking distance. Map showing such can be found on page 37 of PARC plan</p>	
<p>PRIORITY 4: Open negotiations with Lewisville Elementary School to create a permanent plan for care of the Messick Memorial Garden (Wildlife Refuge). Property is currently owned by the school and is beside the Town Hall back parking lot.</p>	Yes	Unsure (costs may be supported through school fundraising)	Yes	Recurring (Maint.)			<p>This would need to be negotiated with WSFCS and maintenance agreement would need to be with WSFCS also</p>	
<p>PRIORITY 5: Jack Warren Park: Beautification planting of back walking trail area, with rainwater collection sites and a small shaded picnic area. A guaranteed water source is needed via a new water line to insure water during times of drought. Specifically working with the Environmental, Conservation, Sustainability Committee for rainwater collection. Grants for town & city for sustainability might be available.</p>	Yes	Unsure (grants may be available)	Yes	Recurring (Maint.)			<p>LBC discussed at Sept 2022 meeting that extending water is too expensive of an endeavor; LBC mentioned looking at this being a public art site; Staff recommendation is to wait until PARTF project is complete before evaluating/pursuing</p>	

Section 5

Other Comments

Board/Committee: Beautification

Submitted By: Holli Conger, Chair

Date: 09-27-2022

Environmental, Conservation & Sustainability Committee 2022/2023 Plan of Work

CHARTERED: March 2, 1995 (four separate committees combined into one April 12, 2001)

MISSION: a. To investigate, implement, publicize or assist recycling and sustainability opportunities in the community.

b. To assist in the review of Town policies and practices to determine potential opportunities for increased cost-effective sustainability in areas such as conservation, waste reduction, recycling, energy efficiencies and alternatives.

c. To advise on ways to encourage environmental stewardship on existing or proposed initiatives.

d. To identify potential resources, grants, and programs that can reinforce sustainability goals within the town and community.

e. To propose, encourage, promote, and coordinate local recycling and sustainability projects, events and initiatives.

f. To engage in public awareness and education with area schools, organizations, businesses and residents to encourage environmental stewardship, recycling and ecological practices.

g. To engage in special projects as specifically directed by Town Council.

Section 1

<u>Annual (Recurring) Activities/Events</u>	<u>Approved In Current Budget Yes/No</u>	<u>Approximate Funding Needed Estimate/Not Sure</u>	<u>Need Staff Support Yes/No</u>	<u>One Time Activity or Recurring</u>			<u>Staff Notes</u>	<u>Council Notes</u>
Special recycling events - April and October				Recurring			April 29, 2023 is proposed to be an Earth Day Fair	
Cardboard recycling event - December				Recurring				
E-cycle event				Recurring				
Terracycle Collections				Recurring				
Sustainability Project - Funded by \$4,000 Waste Management grant				Recurring				

Section 2

<u>Activities Planned for This Year</u>	<u>Approved In Current Budget Yes/No</u>	<u>Approximate Funding Needed Estimate/Not Sure</u>	<u>Need Staff Support Yes/No</u>	<u>One Time Activity or Recurring</u>	<u>Com Plan Lead?</u>	<u>Com Plan Support?</u>	<u>Staff Notes</u>	<u>Council Notes</u>
Special recycling events - October 29, 2022, April 29, 2023 and October 21, 2023 (cost for pizza/snacks for volunteers; excess funds goes towards education)	Yes	\$ 400.00	yes	Recurring			April 29, 2023 is proposed to be an Earth Day Fair	
Expand education about sustainability through the <i>Lewisville Citizen</i> and by offering local schools information and opportunities to work together	Yes	\$ 1,600.00	yes	Recurring				

Section 3

<u>Prioritization of Tasks from Comprehensive Plan</u>								
<u>Short Term Tasks (Completed by December 31, 2022)</u>	<u>Will Require Funding Yes/No/Not Sure</u>	<u>Approximate Funding Needed Estimate/Not Sure</u>	<u>Need Staff Support Yes/No</u>	<u>One Time Activity or Recurring</u>	<u>Com Plan Lead?</u>	<u>Com Plan Support?</u>	<u>Staff Notes</u>	<u>Council Notes</u>

Town Energy Audit of Town Hall, Galloway Center, and Town Annex - Jonathan Linck is developing proposal as requested by Hank Perkins to facilitate the fulfillment of Resolution 2021051 . If approved, payment history will be needed and Ms. Orrell is aware of the project.	No	\$ -	Yes					Per Sept. 2022 committee meeting, Mr. Linck plans to have this ready in Oct/Nov 2022. Council may be needed.	
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Medium Term Tasks (Completed by June 30, 2023)	<u>Will Require Funding</u> <u>Yes/No/Not Sure</u>	<u>Approximate</u> <u>Funding Needed</u> <u>Estimate/Not Sure</u>	<u>Need Staff Support</u> <u>Yes/No</u>	<u>One Time</u> <u>Activity or</u> <u>Recurring</u>	<u>Com Plan</u> <u>Lead?</u>	<u>Com Plan</u> <u>Support?</u>	<u>Staff Notes</u>	<u>Council Notes</u>
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Leaf and limb pickup - research feasibility of a program for the town.	No	\$ -					Work with Public Safety Advisory Committee	
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Local Environmental Earth Day Fair - coincide with April 29 event. We spoke with Sierra Club, Unifi, Wake Forest composting, and Waste Management at the PEA fair and they expressed interest. This would mean reserving part of the Square, but it will be primarily a volunteer run event. An LED giveaway has been suggested as a draw and sustainable boom for our community. Attached is a PDF provided by member Jonathan Linck which details an LED Replacement Program. If a Fair is approved, we would immediately start contacting presenters and plan specifics to relay to Council. <i>(Information related to the LED Replacement Program was provided.)</i>	Yes	\$ 240.00	Yes				If approved, how will Fair be funded in 2023? <u>ECSC will need to know ASAP if Fair is approved so they can begin planning.</u>	
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Long Term Tasks (Ongoing)	<u>Will Require Funding</u> <u>Yes/No/Not Sure</u>	<u>Approximate</u> <u>Funding Needed</u> <u>Estimate/Not Sure</u>	<u>Need Staff Support</u> <u>Yes/No</u>	<u>One Time</u> <u>Activity or</u> <u>Recurring</u>	<u>Com Plan</u> <u>Lead?</u>	<u>Com Plan</u> <u>Support?</u>	<u>Staff Notes</u>	<u>Council Notes</u>
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Section 4

Additional Activities for Consideration (Provide Reason For Consideration on Separate Page)-								
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List by Priority	<u>Will Require Funding</u> <u>Yes/No/Not Sure</u>	<u>Approximate</u> <u>Funding Needed</u> <u>Estimate/Not Sure</u>	<u>Need Staff Support</u> <u>Yes/No</u>	<u>One Time</u> <u>Activity or</u> <u>Recurring</u>			<u>Staff Notes</u>	<u>Council Notes</u>
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Section 5

Other Comments

Board/Committee: Environmental, Conservation and Sustainability Committee

Submitted By: Kay Smitherman, Chair

Date: 07/21/2022

PARKS & RECREATION ADVISORY BOARD 2022/2023 Plan of Work

CHARTERED: December 11, 1997

MISSION: A. The Board shall be responsible for preparing, presenting to the Town Council, and maintaining a parks and recreation master plan, outlining the long and short range priorities for the Town of Lewisville which reflect the recreational priorities of the residents of Lewisville.

B. The Board shall guide the development of annual operating budgets and the capital improvements plan of the Parks and Recreation Department and submit the same for Town Council approval annually.

C. The Board shall develop and maintain operating policies for Town Council consideration and approval.

D. The Board shall monitor public use of facilities and recommend policy changes to enhance the public's use of facilities and programs while safeguarding and preserving public property and minimizing the public's liability risks.

Section 1

<u>Annual (Recurring) Activities/Events</u>	<u>Approved In Current Budget</u> Yes/No	<u>Approximate Funding Needed</u> Estimate/Not Sure	<u>Need Staff Support</u> Yes/No	<u>One Time Activity or Recurring</u>			<u>Staff Notes</u>	<u>Council Notes</u>
Concerts at Shallowford Square (staff planned)	Yes		Yes	Recurring			Staff handles all aspects of planning these events	
Movie nights at Shallowford Square (staff planned)	Yes		Yes	Recurring			Staff handles all aspects of planning these events	
Annual fitness walk (staff planned)	Yes		Yes	Recurring			Staff handles all aspects of planning these events	
Christmas Tree Lighting (sponsored by Civic Club; staff assists as needed)	Yes		Yes	Recurring			Staff handles all aspects of planning these events	
Christmas Parade (sponsored by Civic Club; staff assists as needed)	Yes		Yes	Recurring			Staff handles all aspects of planning these events	
Shalloween	Yes		Yes	Recurring			Staff handles all aspects of planning these events	

Section 2

<u>Activities Planned for This Year</u>	<u>Approved In Current Budget</u> Yes/No	<u>Approximate Funding Needed</u> Estimate/Not Sure	<u>Need Staff Support</u> Yes/No	<u>One Time Activity or Recurring</u>	<u>Com Plan Lead?</u>	<u>Com Plan Support?</u>	<u>Staff Notes</u>	<u>Council Notes</u>
Shalloween	Yes	Unknown	Yes	Recurring				

Section 3

Prioritization of Tasks from Comprehensive Plan								
<u>Short Term Tasks (Completed by December 31, 2022)</u>	<u>Will Require Funding Yes/No/Not Sure</u>	<u>Approximate Funding Needed Estimate/Not Sure</u>	<u>Need Staff Support Yes/No</u>	<u>One Time Activity or Recurring</u>	<u>Com Plan Lead?</u>	<u>Com Plan Support?</u>	<u>Staff Notes</u>	<u>Council Notes</u>
Research dog park rules/regulations, land requirements, and estimated costs								
MAWCC volunteerism			Yes				Board discussed at Sept 2022 meeting; Brian Moore is developing recommendations for Board's consideration at Oct. 2022 meeting	
<u>Medium Term Tasks (Completed by June 30, 2023)</u>	<u>Will Require Funding Yes/No/Not Sure</u>	<u>Approximate Funding Needed Estimate/Not Sure</u>	<u>Need Staff Support Yes/No</u>	<u>One Time Activity or Recurring</u>	<u>Com Plan Lead?</u>	<u>Com Plan Support?</u>	<u>Staff Notes</u>	<u>Council Notes</u>
Respond to Council request and be prepared to provide potential location(s) to establish another park			Yes					
Boards and committees/Volunteer Day at MAWCC - opportunity for Town boards/committees to come together to assist each other with projects/tasks; opportunity for community to meet Town board/committee volunteers and learn more about the boards/committees								
<u>Long Term Tasks (Ongoing)</u>	<u>Will Require Funding Yes/No/Not Sure</u>	<u>Approximate Funding Needed Estimate/Not Sure</u>	<u>Need Staff Support Yes/No</u>	<u>One Time Activity or Recurring</u>	<u>Com Plan Lead?</u>	<u>Com Plan Support?</u>	<u>Staff Notes</u>	<u>Council Notes</u>
July 4th event at MAWCC (ex. Bike decorating parade for kids)	Yes	low cost	yes					
Corn hole tournament	Yes	low cost	yes					
Establish a mini-park - in a neighborhood	Yes	unsure	yes				Board should work with established HOAs to determine their needs, plans and desires	
Continue to promote and plan events for the Town							Staff plans and promotes events; however, Board assistance with suggestions and sharing information with others is appreciated	
Work with Facilities Manager to review policies and procedures for MAWCC and other Town recreational facilities	no	none	yes	Recurring				

Section 4

Additional Activities for Consideration (Provide Reason For Consideration on Separate Page)								
<u>List by Priority</u>	<u>Will Require Funding</u> <u>Yes/No/Not Sure</u>	<u>Approximate</u> <u>Funding Needed</u> <u>Estimate/Not Sure</u>	<u>Need Staff Support</u> <u>Yes/No</u>	<u>One Time</u> <u>Activity or</u> <u>Recurring</u>			<u>Staff Notes</u>	<u>Council Notes</u>

Section 5

Other Comments							
Board/Committee: Parks & Recreation							
Submitted By: Debbie Stokes, Chair & Ryan Walker, Vice Chair	Date: 09-22-2022						

Planning Board 2022/2023 Plan of Work

CHARTERED: September 22, 1994

SCOPE: Every action and program of every component of the Town of Lewisville involves planning, in a broad sense of the term. For purposes of this ordinance, the term is restricted to activities and programs involving physical, economic, and social development of the town.

Section 1

<u>Annual (Recurring) Activities/Events</u>	<u>Approved In Current Budget Yes/No</u>	<u>Approximate Funding Needed Estimate/Not Sure</u>	<u>Need Staff Support Yes/No</u>	<u>One Time Activity or Recurring</u>			<u>Staff Notes</u>	<u>Council Notes</u>

Section 2

<u>Activities Planned for This Year</u>	<u>Approved In Current Budget Yes/No</u>	<u>Approximate Funding Needed Estimate/Not Sure</u>	<u>Need Staff Support Yes/No</u>	<u>One Time Activity or Recurring</u>	<u>Com Plan Lead?</u>	<u>Com Plan Support?</u>	<u>Staff Notes</u>	<u>Council Notes</u>
UDO RE-WRITE The Town has budgeted funds to hire a consultant to re-write the Lewisville Unified Development Ordinance.	YES	\$ 175,000.00	YES					

Section 3

<u>Prioritization of Tasks from Comprehensive Plan</u>								
<u>Short Term Tasks (Completed by December 31, 2022)</u>	<u>Will Require Funding Yes/No/Not Sure</u>	<u>Approximate Funding Needed Estimate/Not Sure</u>	<u>Need Staff Support Yes/No</u>	<u>One Time Activity or Recurring</u>	<u>Com Plan Lead?</u>	<u>Com Plan Support?</u>	<u>Staff Notes</u>	<u>Council Notes</u>
Land Use 1.3 Rural Preservation - Limit density and development in Rural Residential areas and along Heritage Corridors.	No	None	Yes					
Land Use 2.2 Downtown Development - Use Downtown Design Guidelines to review future projects.	No	None	Yes					
Housing 1.3 Rural Preservation - Continue to take proactive measures to preserve the Town's rural landscape.	No	None	Yes					
Housing 2.1 Residential Clusters - Cluster residential uses by encouraging PRDs and educate about advantages.	No	None	Yes					
Resiliency & Sustainability 2.2 Limited Development in Sensitive Areas - Continue to limit development in sensitive areas such as along the Yadkin River, wetlands, floodplains, buffers and steep slopes.	No	None	Yes					
<u>Medium Term Tasks (Completed by June 30, 2023)</u>	<u>Will Require Funding Yes/No/Not Sure</u>	<u>Approximate Funding Needed Estimate/Not Sure</u>	<u>Need Staff Support Yes/No</u>	<u>One Time Activity or Recurring</u>	<u>Com Plan Lead?</u>	<u>Com Plan Support?</u>	<u>Staff Notes</u>	<u>Council Notes</u>
Housing 3.3 Multifamily Housing Standards - Evaluate the requirements for multifamily or affordable housing periodically.	No	None	Yes					
Housing 4.2 Walkability - Create a more walkable community.	No	None	Yes					

<u>Long Term Tasks (Ongoing)</u>	<u>Will Require Funding Yes/No/Not Sure</u>	<u>Approximate Funding Needed Estimate/Not Sure</u>	<u>Need Staff Support Yes/No</u>	<u>One Time Activity or Recurring</u>	<u>Com Plan Lead?</u>	<u>Com Plan Support?</u>	<u>Staff Notes</u>	<u>Council Notes</u>
Land Use 1.1 Place Type Application - Continue to maintain Future Land Use Map	No	None	Yes					
Housing 1.1 Downtown Development - Identify critically important development sites.	No	None	Yes					
Transportation & Mobility 2.1 Greenway and Pedestrian Plan Update - Update the 2011 Lewisville Greenway & Pedestrian Connections Plan.	No	None	Yes					

Section 4

Additional Activities for Consideration (Provide Reason For Consideration on Separate Page)	<u>Will Require Funding Yes/No/Not Sure</u>	<u>Approximate Funding Needed Estimate/Not Sure</u>	<u>Need Staff Support Yes/No</u>	<u>One Time Activity or Recurring</u>			<u>Staff Notes</u>	<u>Council Notes</u>
<u>List by Priority</u>								

Section 5

Other Comments								
Board/Committee: Planning Board								
Submitted By: Stacy Tolbert, Interim Town Manager/Planner	Date: 09-28-2022							

Public Safety Advisory Committee 2022/2023 Plan of Work

CHARTERED: November 14, 1996

MISSION: The Committee shall examine ideas, and report on methods and concepts to improve citizens' safety and well-being of our community.

Section 1

Annual (Recurring) Activities/Events	<u>Approved In Current Budget</u> Yes/No	<u>Approximate Funding Needed</u> Estimate/Not Sure	<u>Need Staff Support</u> Yes/No	<u>One Time Activity or Recurring</u>			<u>Staff Notes</u>	<u>Council Notes</u>
Center for Emergency Response Technology (CERT) Training	Yes	Unsure	Yes	Recurring			Added by staff	
Public Safety Awareness Event		None	Some	Recurring			Added by staff	

Section 2

Activities Planned for This Year	<u>Approved In Current Budget</u> Yes/No	<u>Approximate Funding Needed</u> Estimate/Not Sure	<u>Need Staff Support</u> Yes/No	<u>One Time Activity or Recurring</u>	<u>Com Plan Lead?</u>	<u>Com Plan Support?</u>	<u>Staff Notes</u>	<u>Council Notes</u>
Emergency Operations Plan (EOP) Update and Rewrite	No	None	Minor					
Continued Public Safety Preparedness outreach via handout pamphlets at Community Center and Town Hall	No	None	No					
Complete Plan of Work NLT 30 Sept 2022	No	None	No					
Infrastructure & Services - 2.1 County Coordination: Emergency Communications Vulnerability and Review in relation to disaster / emergency response and special needs.	No	None	No				PSAC has a subcommittee consisting of Harlan Cobert and Annemarie Stanford with Darin Needham as advisor	

Section 3

Prioritization of Tasks from Comprehensive Plan	<u>Will Require Funding</u> Yes/No/Not Sure	<u>Approximate Funding Needed</u> Estimate/Not Sure	<u>Need Staff Support</u> Yes/No	<u>One Time Activity or Recurring</u>	<u>Com Plan Lead?</u>	<u>Com Plan Support?</u>	<u>Staff Notes</u>	<u>Council Notes</u>
Short Term Tasks (Completed by December 31, 2022)								
Emergency Operations Plan (EOP) - Issuance to Town Staff and Council once approved	No	None	No				Once PSAC completes their review, EOP will be given to staff and Council for their review and approval consideration.	

Emergency Communications Vulnerability and Review with recommendation to council if appropriate	Possibly in next budget	Not Sure						Listed under <i>Activities Planned for this Year</i>	
Medium Term Tasks (Completed by June 30, 2023)	<u>Will Require Funding</u> Yes/No/Not Sure	<u>Approximate</u> <u>Funding Needed</u> Estimate/Not Sure	<u>Need Staff Support</u> Yes/No	<u>One Time</u> <u>Activity or</u> <u>Recurring</u>	<u>Com Plan</u> <u>Lead?</u>	<u>Com Plan</u> <u>Support?</u>	<u>Staff Notes</u>	<u>Council Notes</u>	
Seminar with Town Staff and Council to review Emergency Operations Plan to ensure all parties understand the plan and their role	No	None	Yes-				Combined with next item		
Review EOP and Conduct a Tabletop Disaster Exercise with Town Staff and Council using updated EOP (1/2 Day)	No	None	Yes						
Work with Environmental, Conservation, & Sustainability Committee on leaf/limb service	No	None					Added by staff		
Work with Parks and Rec in regards to S 1.2 Park Safety Improvements as outlined below:									
1. Review Risk Analysis of current and planned park items such as workout stations.	No	None	Minor				Staff inspects all park equipment on quarterly basis in accordance to OSHA and other federal/state guidelines		
2. Lighting: Review lighting for dark areas / deficiencies							Lights at JWP are being upgraded now. Staff evaluates request along with Duke Energy.		
3. Enhanced Park Borders and street connections: Work with planning and parks / rec in regards to current and new plans.	Unsure	Unsure	No				Moved to long-term		
4. Fencing for access control at night: Recommended where feasible.--	Unsure	Unsure	Yes				Staff is obtaining quotes to replace/relocate JWP gate; Unfeasible at this time to completely fence park properties		

5. Emergency Personnel Access: Callers ability to relay location in the park to emergency personnel. Specifically on trails. Identifying ways to grid parks / square for emergency response. Lock box access review.	Unsure	Unsure	Yes				Great idea. MapForsyth is developing a county-wide marker program to include all municipalities.	
6. Evaluate need for newer Public Safety technologies / Security Cameras.	Unsure	Unsure	Yes				Per Council direction, staff is obtaining quotes to update all Town security cameras and to address 'dead' areas.	
Work with Planning in relation to Transportation and Mobility 1.3 Access Management in regards to notification of Public Safety entities of street blockages / closures	Unsure	Unsure	Yes				This is a staff function. Plans are submitted to appropriate agencies for their feedback including area fire departments, WSFC Utilities, MapForsyth, NCDOT, etc.	
Infrastructure & Services - 2.1 County Coordination: Continued support and expansion of the CERT program in the town.	Yes	Already funded	Minor					
	<u>Will Require Funding</u> <u>Yes/No/Not Sure</u>	<u>Approximate</u> <u>Funding Needed</u> <u>Estimate/Not Sure</u>	<u>Need Staff Support</u> <u>Yes/No</u>	<u>One Time</u> <u>Activity or</u> <u>Recurring</u>	<u>Com Plan</u> <u>Lead?</u>	<u>Com Plan</u> <u>Support?</u>	<u>Staff Notes</u>	<u>Council Notes</u>
Long Term Tasks (Ongoing)								
Support Planning as needed in regards to:								
Transportation and Mobility - 2.2 Sidewalks	Unsure	Unsure	Yes					
Transportation and Mobility 1.3 Access Management including possible bike lanes or marked areas on roadways (particularly at intersections) Review MUTCD as needed	Unsure	Unsure	Yes				MUTCD is updated on state level. Town follows and does not have opportunity to review.	

Transportation & Mobility—3.2 Street Connectivity: Specifically in regards to Emergency equipment access and maneuverability (Ensuring turnarounds on narrow dead-end roads for emergency equipment)	Unsure	Unsure	Yes				Street construction guidelines for emergency vehicles is addressed in State fire code. Streets are also viewed by appropriate agencies when construction/development plans are submitted for review.
Infrastructure & Services—2.1 County Coordination: Review the potential benefits of the Town assuming responsibility for Lewisville Departments within the town limits	Unsure	Unsure	Yes				Striked Comp Plan reference because this item is not listed under this section
Infrastructure & Services - 2.1 County Coordination: Continually review the need to additional deputies and at what point it would be more advantageous to have a town department (Cost and liability considerations)	Unsure	Unsure	Yes				
Infrastructure & Services—2.1 County Coordination: EMS services availability to town due to current and forecasted long response times at county level due to manpower (Awareness for the council)	Unsure	Unsure	Yes				EMS services are handled by Forsyth County. Fire Marshal addresses Council with concerns.
Advise on traffic mitigation upon receipt of requests	No	No	No				Added by staff
Review parking regulations in Town Code	No	No	No				Added by staff
3. Enhanced Park Borders and street connections: Work with planning and parks / rec in regards to current and new plans.	Unsure	Unsure	No				Moved from medium term task

Section 4

Additional Activities for Consideration (Provide Reason For Consideration on Separate Page)								
<u>List by Priority</u>	<u>Will Require Funding Yes/No/Not Sure</u>	<u>Approximate Funding Needed Estimate/Not Sure</u>	<u>Need Staff Support Yes/No</u>	<u>One Time Activity or Recurring</u>			<u>Staff Notes</u>	<u>Council Notes</u>
P1: Working with Planning Board to ensure that as town expansion continues that there is sufficient water system capability for fire fighting operations (Limiting the need for Tanker Operations)	Unsure	Unsure	Yes	Recurring			Plans are submitted to appropriate agencies for their feedback including area fire departments, WSFC Utilities, MapForsyth, NCDOT, etc.	

Section 5

Other Comments								
Board/Committee: PSAC								
Submitted By: Harlan Cobert - Chair	Date: 09-16-2022							

Type of Reservation	Date	Time Frame	Room(s) Rented	Revenue	Resident
40th Anniversary Celebration	July 2, 2022	2:00pm-10:00pm	Shallow Ford, Lewisville, Vienna, & Kitchen	\$ 1,275.00	No
Birthday Party	July 9, 2022	4:00pm-9:00pm	Lewisville	\$ 300.00	No
Family Celebration	July 9, 2022	4:30pm-8:30pm	Shallow Ford & Kitchen	\$ 235.00	Yes
Baby Shower	July 17, 2022	12:00pm-4:00pm	Shallow Ford & Kitchen	\$ 235.00	Yes
Baby Shower	July 17, 2022	12:00pm-4:00pm	Lewisville	\$ 160.00	Yes
Baby Shower	July 23, 2022	1:00pm-5:00pm	Lewisville	\$ 160.00	Yes
Training Meeting	July 28, 2022	8:00am-12:00pm	Great Wagon	\$ 100.00	Yes
Baby Shower	July 30, 2022	12:00pm-7:00pm	Lewisville	\$ 380.00	No
			<i>Deposit not Refunded</i>	\$ 200.00	
Baby Shower	August 14, 2022	11:00am-4:00pm	Shallow Ford, Lewisville, & Kitchen	\$ 475.00	Yes
Leadership Lewisville-Clemmons	August 16, 2022	8:00am-4:00pm	Magnolia	\$ 200.00	Yes
Adult Financial Educational Workshop	August 16 & 18, 2022	5:00pm-9:00pm	Shallow Ford/Lewisville	\$ 520.00	No
50th Birthday Party	August 20, 2022		Event was cancelled within 14 days of event	\$ 275.00	Yes
Junior Firefighter Celebration	August 20, 2022	5:00pm-9:00pm	Lewisville & Vienna	\$ 400.00	Yes
Birthday Party	August 21, 2022	12:00pm-4:00pm	Shallow Ford	\$ 160.00	Yes
Reception	August 27, 2022	11:00am-3:00pm	Shallow Ford & Kitchen	\$ 235.00	Yes
1st Birthday Party	August 27, 2022	1:00pm-6:00pm	Vienna Room	\$ 200.00	Yes
13th Birthday Party	August 27, 2022	5:30pm-9:30pm	Lewisville	\$ 160.00	Yes
Wedding Rehearsal Dinner	September 2, 2022	3:00pm-8:00pm	Lewisville	\$ 300.00	No
			<i>Stayed an hour past reservation</i>	\$ 40.00	
Graduation Party	September 3, 2022	2:00pm-7:00pm	Shallow Ford, Kitchen	\$ 275.00	Yes
Bridal Shower	September 4, 2022	1:00pm-5:00pm	Shallow Ford, Kitchen	\$ 335.00	No
Bridal Shower	September 10, 2022	12:00pm-4:00pm	Shallow Ford	\$ 160.00	Yes
80th Birthday Celebration	September 11, 2022		Event was cancelled 15-29 days out	\$ 80.00	Yes
Brian Moore Private Event	September 17, 2022	10:00am-2:00pm	Shallow Ford, Lewisville, & Kitchen	\$ -	Yes
Baby Shower	September 17, 2022	1:00pm-5:00pm	Vienna Room	\$ 160.00	Yes
First Birthday Party	September 17, 2022	3:00pm-7:00pm	Lewisville	\$ 160.00	Yes
Bridal Shower	September 18, 2022	2:00pm-6:00pm	Shallow Ford & Kitchen	\$ 235.00	Yes
Bridal Shower	September 24, 2022	11:00am-3:00pm	Shallow Ford & Kitchen	\$ 235.00	Yes
Brook Acres Farms HOA Board Meeting	September 27, 2022	6:00pm-9:30pm	Great Wagon	\$ 100.00	Yes
25th Birthday Party	September 30, 2022	5:00pm-9:00pm	Lewisville	\$ 160.00	Yes
				Non-Profit 1st Quarter Total	\$ 187.50
				1st Quarter Total	\$ 8,097.50
				Fiscal Year Total	\$ 8,097.50

Non-Profit	Type of Event	Date	Time Reserved	Room(s) Reserved	Fee
Boy Scouts Troop 752	Weekly Meeting	Every Monday	7:00pm-8:30pm	Vienna	\$ -
	District Banquet	March 2, 2023	5:00pm-9:00pm	Lewisville/Shallow Ford/Kitchen	\$ 200.00
Lewisville Historical Society	Bi-Monthly Meeting	2nd Monday of Every other month	5:00pm-9:00pm	Shallow Ford/Kitchen	\$ -
Shallow Ford Foundation	New Board Orientation	July 11, 2022	5:30pm-8:00pm	Lewisville	\$ -
Lewisville Civic Club	Membership Meeting	3rd Thursday of Every Month	5:30pm-8:30pm	Shallow Ford/Kitchen	\$ -
	Party	January 14, 2023	3:00pm-10:00pm	Shallow Ford/Kitchen	\$ 177.50
Easton Elementary School Meeting	Leadership Meeting	July 22, 2022	9:00am-1:00pm	Great Wagon	\$ 50.00
Lewisville Elementary	Leadership Meeting	August 8, 2022	8:00am-1:00pm	Great Wagon	\$ -
Shallow Ford Foundation	Teacher/Volunteer Workshop	August 9, 2022	8:30am-12:00pm	Shallow Ford	\$ -
South Fork Elementary	Leadership Meeting	August 16, 2022	11:00am-3:00pm	Shallow Ford & Kitchen	\$ -
American Legion Post 522	Monthly Meeting	1st Thursday of Month	6:30pm-8:30pm	Lewisville	\$ -
American Legion Auxiliary	Monthly Meeting	1st Thursday of Month	7:00pm-9:00pm	Shallow Ford/Kitchen	\$ -
Girl Scout Troop Service Unit 144	Meeting	September 7, 2022	6:00pm-7:30pm	Shallow Ford	\$ -
Girl Scout Troop 40052	Bi-Weekly Meeting	Starts September 8, 2022 and runs through June 2023	6:30pm-8:00pm	Vienna Room	\$ -
Girl Scout Troop 40047	Bi-Weekly Meeting	Starts September 15, 2022 and runs through June 2023	6:00pm-8:30pm	Magnolia Room	\$ -
Girl Scout Troop 13148	Dinner	September 17, 2022	4:00pm-9:00pm	Shallow Ford/Kitchen	\$ 117.50
				stayed an hour past reservation	\$ 20.00
Lewisville Garden club	Meeting	September 28, 2022	9:30am-1:00pm	Magnolia Room	\$ -
Forsyth Home Educators	Chess Club	September 28, 2022	2:00pm-3:30pm	Lewisville	\$ -
	Meeting	September 13, 2022	5:00pm-6:00 pm	Shallow Ford	\$ -
	Meeting	September 20, 2022	2:00pm-3:00pm	Shallow Ford	\$ -
	Meeting	October 17, 2022	4:00pm-5:00pm	Shallow Ford	\$ -
Lewisville Garden club	Meeting	September 28 & October 26, 2022	9:30am-1:00pm	Magnolia	\$ -
Homeowner Associations					
Shallowford Lakes	Annual Meeting	October 23, 2022	1:00pm-5:00pm	Lewisville	\$ -
Crafton Creek	Annual Meeting	November 16, 2022	5:00pm-9:00pm	Lewisville	\$ -
Lewisville Library	Yoga Class	October 20, 2022 & November 3, 2022	12:00pm-1:00pm	Lewisville	\$ -
Public Safety	CERT Train the Trainer Course	October 22 & 23, 2022	8:00am-6:00pm	Vienna	\$ -
Lewisville Middle PTA	Meeting	October 28, 2022	5:30pm-8:00pm	Shallow Ford	\$ -
				Non-Profit Total Revenue	\$ 565.00

Programs	Schedule	Time	Room(s)	Charge	Shallow Ford Grant
American Mahjong	Every Monday	1:00pm-5:00pm	Vienna	Free	No
Line Dancing	Every Tuesday	5:30pm-7:30pm	Lewisville/Vienna	\$7/class	No
Shag Class	Every Wednesday	7:00pm-8:00pm	Vienna	\$30/month of class	No
Yoga Class	Every Thursday	10:00am-11:30am	Vienna	\$30/month of class	No
Free Meditation	July 9	10:00am-11:00am	Vienna	Free	No
Writing Stories for Your Life	July 11, August 8, September 12	10:00am-12:00pm	Shallow Ford	Private Group through Shepherds Center	No
4-H STEAM CAMP	July 12-14, 2022	10:00am-12:00pm	Lewisville	Free for 4-H members	Yes
Reynolda Discovery Lessons	June 26, July 16 & 23	10:00am-11:30am	Magnolia & Shallow Ford	Free	Yes
Open Door Art Classes with Margaret Miller	July 18, 25, & August 1/September 26 & October 3 & 10	9:30am-12:00pm	Magnolia	\$25 for the 3 session class	No, Shepherds Center
Open Door Art Classes with Leslie Karpinski	September 26, October 3, & 10	9:30am-12:00pm	Magnolia	\$25 for the 4 session class	No, Shepherds Center
Family Art Drop-In w/Seann Vincente	4th Saturday of the Month	12:00pm-3:00pm	Magnolia	Free	Yes (WSFC Arts Council)
Summer Story Time Series	July 28, August 10 & 25, & September 8	10:00am-11:00am	Magnolia	Free	Yes (WSFC Arts Council)
Arthritis Workshop	July 28 & August 25	5:00pm-6:00pm	Vienna & Lewisville	Free	No, Shepherds Center
Salem Swing Band	August 6	10:00am-12:00pm	Shallow Ford/Lewisville/Vienna	Free	Yes
Yadkin Arts Council A La Carte Experience	August 8-12	9:00am-4:00pm	Magnolia/Vienna	\$15/class	Yes
Lewisville Branch Library Summer Reading Series	August 11	10:30am-12:00pm	Lewisville	Free	No
Meditative Movement	First Tuesday of the Month started September 6th.	10:00am-11:00am	Vienna	Free	No
FTCC Personal Enrichment Workshop (Build a Terrarium, Digital Photography, Copper Jewelry)	September 10, 2022	1:30pm-4:30pm	Magnolia, Vienna, Lewisville	Free	Yes



**RESOLUTION 2022-058 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 two months ended August 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 two months ended August 31, 2022 and incorporated herein.

Adopted this the 13th day of October 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
Two Months Ended August 31, 2022**

General Fund

Revenues	Budget	Revenue Year to Date	Uncollected	Percentage Collected
Property Tax Collections	\$ 2,883,926.00	\$ 5,137.37	\$ 2,878,788.63	0.18%
Sales Tax Revenue	1,057,280.00	-	1,057,280.00	0.00%
Other Revenues	1,399,596.00	41,129.96	1,358,466.04	2.94%
Transfer from ARPA Special Revenue Fund	-	-	-	0.00%
Total	5,340,802.00	\$ 46,267.33	\$ 5,294,534.67	0.87%
Appropriation from Fund Balance	1,240,284.20			
	<u>\$ 6,581,086.20</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	\$ 41,687.91	\$ 75,774.50	\$ 194,160.59	37.69%
Administration	909,741.20	143,163.14	53,439.65	713,138.41	21.61%
Finance	266,245.00	55,556.56	4,437.00	206,251.44	22.53%
Debt Service	232,400.00	232,400.00	-	-	100.00%
Planning & Zoning	465,975.00	32,183.21	14,146.29	419,645.50	9.94%
Beautification	108,162.00	12,967.84	77,059.20	18,134.96	83.23%
Community Policing	783,330.00	4,800.00	-	778,530.00	0.61%
Public Safety	16,450.00	280.00	-	16,170.00	1.70%
Public Works	447,395.00	75,550.22	49,960.70	321,884.08	28.05%
Streets	250,585.00	1,634.31	-	248,950.69	0.65%
Powell Bill	385,357.00	4,942.60	-	380,414.40	1.28%
Storm Water	178,526.00	14,071.00	102,927.25	61,527.75	65.54%
Solid Waste	890,000.00	74,421.48	-	815,578.52	8.36%
Recycling	7,595.00	145.00	-	7,450.00	1.91%
Parks and Recreation	407,702.00	51,878.96	105,002.44	250,820.60	38.48%
Transfers to Capital Reserves	920,000.00	920,000.00	-	-	100.00%
Total	<u>\$ 6,581,086.20</u>	<u>\$ 1,665,682.23</u>	<u>\$ 482,747.03</u>	<u>\$ 4,432,656.94</u>	<u>32.65%</u>

General Fund Balance 7/1/2021	\$ 6,167,863.15
Increase (Decrease) FY 2021-2022 (Preliminary & Unaudited)	\$ 1,775,269.90
Year-to-Date Increase (Decrease) FY 6/30/2023	\$ (1,619,414.90)
General Fund Balance 8/31/2022	<u>\$ 6,323,718.15</u>

Town of Lewisville
 Financial Budget to Actual Report - Willow Run Municipal Service District
 Two Months Ended August 31, 2022

Willow Run Municipal Service District

Revenues	Budget	Revenue Year to Date	Uncollected	Percentage Collected
Revenues	\$ 36,610.00	\$ 498.56	\$ 36,111.44	1.36%
Total	<u>\$ 36,610.00</u>	<u>\$ 498.56</u>	<u>\$ 36,111.44</u>	1.36%
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)	\$ (1,394.91)
Year-to-Date Increase (Decrease) FY 6/30/2023	498.56
MSD Fund Balance 8/31/2022	<u>\$ 192,943.90</u>

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

Capital Reserves Funds

GWR ROW/Construction Capital Reserve	\$ 1,054,347.04
Sidewalks, Bike Paths, and Greenways Capital Reserve	157,751.73
Municipal Buildings/Land Capital Reserve	130,774.61
Public Works Facility Capital Reserve	827,555.46
Parks & Recreation Capital Reserve	401,078.59
Total Capital Reserve Fund Balances	<u><u>\$ 2,571,507.43</u></u>

Capital Projects Funds

GWR ROW/Construction Capital Project	\$ 738,253.03
JWP Maintenance Facility/Playground Expansion Capital Project	20,725.45
Gateway Project Capital Project	191,835.39
Community Center Capital Project	275,170.18
Roundabout at Lewisville-Vienna Road and Robinhood Road Capital Project	217,866.92
Total Capital Projects Fund Balances	<u><u>\$ 1,443,850.97</u></u>

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 - Fiscal Year 2021-2022	(1,208,168.14)
Investment earnings	<u>8,083.73</u>
American Rescue Plan Act Special Revenue Fund	<u><u>\$ 2,824,387.09</u></u>

Lewisville Town Council
Briefing and Action Meeting Minutes
September 1, 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 Melissa Hunt, Ken Sadler, 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. Council Members Fred Franklin and David Smitherman were absent.
 - B. Adoption of Agenda – Council Member Welch moved to approve the agenda as presented. The motion was seconded by Council Member Hunt and approved unanimously.
2. **Introductions, Recognitions and Presentations for September 1, 2022** – None
3. **Items Requiring Council Direction** – None
4. **Items Requiring Action at Briefing**
 - A. Ordinance 2022-046 – Budget amendment to trim Crepe Myrtles at Jack Warren Park - \$5,500 – Mr. Moser reported Duke Energy has flagged forty-two Crepe Myrtles planted under the Duke Energy power lines at Jack Warren Park. It was noted that these trees were planted by the Town with permission from Duke Energy with understanding that Town would maintain. Being in the right-of-way, the trees cannot be taller than 15 feet. Mr. Moser noted that once the trees are trimmed, maintenance will be more frequent, possibly bi-annually. Council Member Sadler moved to approve Ordinance 2022-046 as presented. The motion was seconded by Council Member Hunt. Mayor Horn, Mayor Pro Tem Foster, and Council Members Hunt and Sadler voted aye. Council Member Welch voted nay. Motion passed 4-1. *(Ordinance 2022-046 is herein incorporated by reference into the minutes.)*
5. **Unfinished Business** – None
6. **Administrative Reports**
 - A. Manager
 - i. Gateway project update – Mrs. Tolbert reported three bids were received; however, they were much higher than budgeted. Ms. Orrell shared the cost difference and potential funding option. The budget shortfall is \$2,208,737.03. Ms. Tolbert has spoken with the local Metropolitan Planning Organization (MPO) and they have approximately \$1.6 million in reserves, which the Town can request to offset the shortfall. The Town would have to make up the additional \$521,274.03. These funds would need to be requested in September with vote by the Transportation Advisory Committee (TAC) in November. Council Member Hunt inquired if the project had to be done. Ms. Tolbert is awaiting a response from the MPO on what would happen should the Town not move forward with the project. Ms. Tolbert was requested to do a presentation on the project at the Council's meeting next week. Council Member Sadler moved to send a letter to the MPO requesting the reserve funding. The motion was seconded by Council Member Hunt and motion passed unanimously. *(Ms. Orrell's report and letter to MPO are included as part of the minutes.)*
 - ii. PARTF grant – Ms. Tolbert thanked Mayor Horn and Council Member Sadler for attending the recent PARTF meeting whereby it was announced the Town received PARTF funding for the Jack Warren Park improvements. Completion of the project must be done within three years.

The Town is committed to the improvements in the plan that includes walking trail and sidewalk connectors, a nature trail, an 18-hole disc golf, and a small outdoor amphitheater. Council consensus was to move forward with the park design.

iii. Events update

1. British Invaders concert – August 6
2. Bon Jovi Tribute Band concert – August 27 – Other than July 4th and the street party, this was the best attended concert with the best feedback.

B. Attorney – None

C. Public Works

- i. Council chambers audio/visual – Mr. Moser reported the new audio/visual for the Council chambers will be installed the week of September 12.

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 was held August 16 with 21 middle and high school students participating. Overall, the session was extremely successful with favorable feedback from the students.
- iii. Council and staff Christmas lunch – A Christmas lunch will be held December 7 at 12 PM at MAWCC for Council and staff.

G. Community Center Facilities & Programming Manager

- i. Ms. Tolbert reported that Mr. Moore has been working to get word out regarding MAWCC programs by updating the Town's website to simplify access, developing an email distribution list, and advertising via flyers and social media. Attorney Houff has reviewed documents pertaining to potential art displays at MAWCC. Ms. Tolbert noted a staff member is required for large events or when alcohol is served; however, there is not sufficient staffing for all events. After lengthy discussion about volunteers being present during smaller rentals, Council Members Hunt and Sadler will study if a volunteer program is viable and how to implement such.

7. Agenda Items for Regular Meeting on September 8, 2022

A. Tentative Agenda

i. Consent Agenda

1. Resolution 2022-053 – Financial statements for the one month ended July 31, 2022
2. Approval of Agenda Briefing Minutes – August 4, 2022
3. Approval of Closed Session Minutes – August 4, 2022
4. Approval of Regular Meeting Minutes – August 11, 2022
5. Approval of Closed Session Minutes – August 11, 2022
6. Approval of Called Meeting Minutes – August 17, 2022
7. Approval of Closed Session Minutes – August 17, 2022
8. Approval of Called Meeting Minutes – August 22, 2022
9. Approval of Closed Session Minutes – August 22, 2022
10. Approval of Called Meeting Minutes – August 25, 2022
11. Approval of Closed Session Minutes – August 25, 2022
12. Resolution 2022-054 – Accepting resignation of Susan Frey from Parks and Recreation Advisory Board

- ii. Introductions, Recognitions, Presentations and/or Proclamations
 - 1. Presentations
 - a. Sheriff's office
 - 2. Proclamation
 - a. Proclamation 2022-005 – Constitution Week – September 17-23
- iii. Appointment(s)
 - 1. Appointment Order 2022-008 – Jennifer W. Haydon – Beautification Committee
 - 2. Appointment Order 2022-009 – Jennifer W. Haydon – Environmental, Conservation and Sustainability Committee
- iv. Public Hearings
 - 1. UDO L-167 Lewisville Rural Overlay
 - a. Ordinance 2022-029 – UDO L-167 Lewisville Rural Overlay (LRO)
 - i. Mrs. Tolbert will request next week that the public hearing be delayed until November so the Planning Board can continue their research to ensure they have done their due diligence.
- v. Technical Review(s)
- vi. Preliminary Site Plan Approvals
- vii. Evidentiary Hearings
- viii. Old Business
 - 1. BAC status update
 - a. Plan of works – Mrs. Moore shared that plan of works from boards and committees are due to staff by September 30 and will be shared with Council on October 6.
 - b. Orientation video – Mrs. Moore and Mrs. Tolbert will attend board and committee meetings in September and October to show the orientation video and answer questions.
 - c. Exit survey – An electronic exit survey is being developed. Members who resign or do not seek reappointment will be requested to complete.
- ix. New Business
 - 1. Ordinance 2022-047 – Budget amendment to purchase radar for Sergeant Stringer's new patrol car - \$2,165
 - 2. Ordinance 2022-048 – Budget amendment to purchase four (4) mobile LED tower lights - \$13,196
 - a. Mr. Moser and Sgt. Stringer recommended the Town purchase four mobile LED tower lights to be used for events at Shallowford Square. Although six deputies work events, the deputies are unable to man every crossing area after events. Many people park at Town Hall, the Galloway building, and the shopping center across from Town Hall. This area of Shallowford Road is extremely dark and there is fear of someone being hit. The lights can also be used for other situations including emergency night work, etc.
 - 3. Ordinance 2022-049 – Budget amendment to retrofit post lights and reinstall and retrofit post light at Jack Warren Park - \$3,090
 - a. Mr. Moser reported eight lights need to be retrofitted and one post light reinstalled and retrofitted at Jack Warren Park. The light to be reinstalled was moved during the Mary Alice Warren Community Center construction.
 - 4. Replacement and relocation of Jack Warren Park gate
 - a. Mr. Moser reported the gate at Jack Warren Park does not work and there has been difficulty in obtaining parts. Mr. Moser hopes to have a quote next week to repair

the gate and relocate it so the parking lot at Jack Warren Park can be used for overflow parking for the Mary Alice Warren Community Center.

- x. Closed Session – NCGS 143-318.11(a)(6)
- B. Approval of Tentative Agenda for regular meeting on September 8, 2022
 - i. Mayor Pro Tem Foster moved to approve the tentative agenda for September 8, 2022. The motion was seconded by Council Member Welch and approved unanimously.
- 8. **For the Good of the Order**
 - A. Staff was requested to obtain quotes for upgrading security cameras at the Town parks.
 - B. The new post office hopes to be open in October 2022.
- 9. **Closed Session - NCGS 143-318.11(a)(3)** – Closed session was not needed.

Council took a break at 8:11 PM and resumed the meeting at 8:18 PM.

10. **Council retreat prioritizations**

- A. Look at current facility uses, potential reuse of current facilities, and future facility needs
 - i. Mr. Moser shared pictures of the Galloway building and Town Hall Annex. After much discussion on current and potential use of both buildings, Council consensus was to make the Town Hall Annex a priority and obtain an opinion from a general assessment from a general contractor for contractor assessing the structural integrity and general estimates for renovation costs to the Town Hall Annex. *(Mr. Moser's outline is included as part of the minutes.)*

- 11. **Adjournment** – Mayor Pro Tem Foster moved to adjourn the meeting at 8:58 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
September 7, 2022 – 3:30 PM
Mary Alice Warren Community Center**

Mayor Horn opened the special called meeting at 3:30 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 Matt Reece with Piedmont Triad Regional Council (PTRC) and Town Attorney Bowen Houff.

Council Member Smitherman moved to enter into closed session related to the manager search pursuant to NCGS 143-318.11(a)(6) at 3:30 PM. The motion was seconded by Council Member Hunt and approved unanimously.

Council returned to open session at 8:37 PM.

Having no further business to discuss, Mayor Pro Tem Foster made a motion to adjourn at 8:38 PM. The motion was seconded by Council Member Hunt and approved unanimously.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk

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

Lewisville Town Council
Regular Meeting Minutes
September 8, 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, David Smitherman, 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.
- B. Invocation – Attorney Bo Houff
- C. Pledge of Allegiance – Mayor Pro Tem Jeanne Marie Foster
- D. Adoption of Agenda – Council Member Welch moved to approve the agenda as presented. The motion was seconded by Council Member Smitherman and approved unanimously.

2. Consent Agenda

- A. Consent agenda items
 - A. Resolution 2022-053 – Financial statements for the one month ended July 31, 2022
 - B. Approval of Agenda Briefing Minutes – August 4, 2022
 - C. Approval of Closed Session Minutes – August 4, 2022
 - D. Approval of Regular Meeting Minutes – August 11, 2022
 - E. Approval of Closed Session Minutes – August 11, 2022
 - F. Approval of Called Meeting Minutes – August 17, 2022
 - G. Approval of Closed Session Minutes – August 17, 2022
 - H. Approval of Called Meeting Minutes – August 22, 2022
 - I. Approval of Closed Session Minutes – August 22, 2022
 - J. Approval of Called Meeting Minutes – August 25, 2022
 - K. Approval of Closed Session Minutes – August 25, 2022
 - L. Resolution 2022-054 – Accepting resignation of Susan Frey from Parks and Recreation Advisory Board
 - a. Mrs. Frey was thanked for her years of service.
- B. Council Member Hunt moved to approve the consent agenda. The motion was seconded by Council Member Sadler and approved unanimously.
(Resolutions 2022-053 and 2022-054 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 and seat belt law. Sergeant Stringer also thanked Council for the additional officer noting the new scheduling works well. Mayor Horn extended thanks for the Public Safety Day held last Saturday by the Public Safety Advisory Committee.
- B. Proclamation 2022-005 – Constitution Week – September 17-23 – Council Member Hunt moved to approve Proclamation 2022-005. The motion was seconded by Mayor Pro Tem Foster and approved unanimously. *(Proclamation 2022-005 is herein incorporated by reference into the minutes.)*
- C. Recognition of Summer Student Leadership participants – Mrs. Moore recognized two students in the audience who participated in the Summer Student Leadership on August 16. Twenty-one middle and high school students participated in the one-day session that included sessions on local government, planning, finance, stormwater, fire, and community policing. The day ended with a mock Council meeting. Students, and parents, were appreciative of the session and great feedback was received.

4. **Public Forum** – None
5. **Appointment(s)**
 - A. Appointment Order 2022-008 – Jennifer W. Haydon – Beautification Committee – Council Member Franklin moved to approve Appointment Order 2022-008. The motion was seconded by Council Member Welch and approved unanimously. *(Appointment Order 2022-008 is herein incorporated by reference into the minutes.)*
 - B. Appointment Order 2022-009 – Jennifer W. Haydon – Environmental, Conservation and Sustainability Committee – Mayor Pro Tem Foster moved to approve Appointment Order 2022-009. The motion was seconded by Council Member Hunt and approved unanimously. *(Appointment Order 2022-009 is herein incorporated by reference into the minutes.)*
6. **Public Hearing(s)**
 - A. UDO L-167 Lewisville Rural Overlay
 - i. Ordinance 2022-029 – UDO L-167 Lewisville Rural Overlay
 - a. Mrs. Tolbert requested the public hearing be continued 60 days until November 10, 2022.
 - b. Council Member Hunt moved to continue the public hearing 60 days until November 10, 2022. The motion was seconded by Council Member Welch and approved unanimously.
7. **Technical Review(s) for Compliance** – 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 – Plan of works from boards and committees are due September 30 and will be shared with Council on October 6.
 - ii. Orientation video – Mrs. Moore and Mrs. Tolbert will share the orientation video at the September and October board and committee meetings and be available to answer questions from the members.
 - iii. Exit survey – An electronic exit survey is being developed. Board and committee members not seeking reappointment or who resign will be requested to complete the survey.
12. **New Business**
 - A. Ordinance 2022-047 – Budget amendment to purchase radar for Sergeant Stringer’s new patrol car - \$2,165 – Council Member Smitherman moved to approve Ordinance 2022-047. The motion was seconded by Council Member Franklin and approved unanimously. *(Ordinance 2022-047 is herein incorporated by reference into the minutes.)*
 - B. Ordinance 2022-048 – Budget amendment to purchase four (4) mobile LED tower lights - \$13,196 – Council Member Hunt moved to approve Ordinance 2022-048. The motion was seconded by Council Member Sadler and approved unanimously. *(Ordinance 2022-048 is herein incorporated by reference into the minutes.)*

- C. Ordinance 2022-049 – Budget amendment to retrofit post lights and reinstall and retrofit post light at Jack Warren Park - \$3,090 – Council Member Welch moved to approve Ordinance 2022-049. The motion was seconded by Mayor Pro Tem Foster and approved unanimously. (*Ordinance 2022-049 is herein incorporated by reference into the minutes.*)
- D. Solar panel project – Mayor Horn shared information with Council about installing solar panels on the Mary Alice Warren Community Center (MAWCC). It was noted the Town could potentially obtain a Duke Energy grant and federal funding to possibly offset up to half the costs/cost of installation. Council Member Sadler moved to begin discussions related to installing solar panels at MAWCC not to exceed \$40,000, including warranties cited in bid sheet. The motion was seconded by Council Member Smitherman and approved unanimously. (*Bid sheet is herein incorporated into the minutes.*)
- E. Resolution 2022-055 – Amending Remote Meeting Participation Policy (Resolution 2020028) – Mrs. Moore presented possible revisions to the Town’s Remote Meeting Participation Policy that would permit remote participation in closed sessions. The Town’s current policy does not permit such. Attorney Houff cautioned Council to not allow remote participation qualify quorum, even though the policy permits such. He noted there are no court cases on remote participation and he feels Council should err on the side of caution. If close votes are taken with remote participation, Council will be asked to ratify the votes at the next in-person meeting. Mayor Pro Tem Foster moved to approve Resolution 2022-055. The motion was seconded by Council Member Smitherman and approved unanimously. (*Resolution 2022-055 is herein incorporated by reference into the minutes.*)

13. Administrative Reports

- A. Upcoming Town events and holidays – Mrs. Tolbert shared the following upcoming events at Shallowford Square: September 9 – Clifford movie; September 17 – The Megan Doss Band; October 1 – Eyes of Silver – Doobie Brothers Tribute Band; and, October 8 – Lonesome River – bluegrass concert.
- B. Manager’s Report
 - i. Gateway project overview presentation – Mrs. Tolbert shared Gateway project diagrams and encouraged Council and residents to stop by Town Hall to view them. It was noted the project came in \$2,208,737.03 over budget. The Metropolitan Planning Organization (MPO) has approximately \$1.6 million in reserves and the Town has requested the full amount. The next reserve fund will not be available until 2023-2024 and it is anticipated competition will be greater. If the Town chooses to pause the project, they will not lose funding. If the pause is longer than 60 days, the project will have to be rebid and it is anticipated the cost will be greater. If project is stopped completely, the project will not be eligible for future funding and the Town will have to repay \$400,000 of STP-DA, which have already been spent. Mrs. Tolbert shared the low bidder is willing to hold the bid until the Town learns if they will receive the additional MPO funding and Mrs. Tolbert has requested that in writing. Council consensus was to move forward as long as additional funding is received.
 - ii. PARTF grant – The Town received the PARTF grant for improvements at Jack Warren Park to include a nature trail, an 18-hole disc golf, an outdoor event space, connector paths, and sidewalk connectivity. This is a grant match of at least fifty percent. The Town is required to match the grant for this project. Staff is awaiting official notification to proceed. Council thanked staff for their endeavors.
- C. Planner’s Report
- D. Attorney’s Report
- E. Clerk’s Report

- i. 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 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. Stephanie Holcomb, 2169 Benwicke Drive, Pfafftown – Ms. Holcomb inquired about dogs at Jack Warren Park, brush and limb service, and a dog park.
 - ii. Susan Frey, 165 Will Austin Court – Mrs. Frey congratulated staff and former Manager Perkins on attaining the PARTF grant but wanted to recognize the Parks and Recreation Board members who participated in the process as well.
- B. Council comments
 - i. Council Member Welch expressed concern over the lack of artwork at MAWCC. Staff will develop guidelines and an application to be brought back to Council for their consideration in October.
 - ii. Council Members Hunt and Sadler will attend Monday’s Parks and Recreation Board meeting to discuss volunteerism at MAWCC.

15. Closed Session pursuant to NCGS 143-318.11(a)(6) – Mayor Pro Tem Foster moved to enter into closed session related to the manager search at 8:34 PM. The motion was seconded by Council Member Welch and approved unanimously.

Council returned to open session at 9:50 PM.

16. Adjournment – Council Member Smitherman moved to adjourn the meeting at 9:51 PM. The motion was seconded by Council Member Welch and approved unanimously.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk

**Lewisville Town Council
Special Meeting Minutes
September 14, 2022 – 6:30 PM
Mary Alice Warren Community Center**

Mayor Horn opened the special called meeting at 6:32 PM. In attendance were Mayor Mike Horn, Mayor Pro Tem Jeanne Marie Foster and Council Members Fred Franklin, Melissa Hunt (remote), Ken Sadler (remote), David Smitherman, and Jane Welch. Also in attendance were Town Clerk Dora Moore and Town Attorney Bowen Houff.

Mayor Horn moved to enter into closed session related to attorney-client privilege pursuant to NCGS 143-318.11(a)(3) at 6:33 PM. The motion was seconded by Council Member Smitherman and approved unanimously.

Council Member Smitherman left the meeting at 7:50 PM.

Council returned to open session at 8:22 PM.

Mrs. Moore left the meeting at 8:22 PM.

Mayor Horn moved to enter into closed session related to the manager search pursuant to NCGS 143-318.11(a)(6) at 8:27 PM. The motion was seconded by Council Member Franklin and approved unanimously.

Council Member Sadler left at 8:54 PM.

Council returned to open session at 9:05 PM.

Having no further business to discuss, Council Member Hunt made a motion to adjourn at 9:06 PM. The motion was seconded by Mayor Pro Tem Foster and approved unanimously.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk

Lewisville Town Council
Special Meeting Minutes
September 20, 2022 – 6:30 PM
Lewisville Town Hall 1st Floor Conference Room - 6510 Shallowford Road

Mayor Horn opened the special called meeting at 6:30 PM. In attendance were Mayor Mike Horn and Council Members Melissa Hunt, Ken Sadler, and Jane Welch.

Council Member Welch moved to recess the meeting to the Nissen House and enter into closed session related to the manager search pursuant to NCGS 143-318.11(a)(6) at 6:31 PM. The motion was seconded by Council Member Hunt and approved unanimously.

Mayor Pro Tem Jeanne Marie Foster and Council Members Fred Franklin and David Smitherman joined the Council at the Nissen House. Also attending was Matt Reece with Piedmont Triad Regional Council (PTRC).

Council returned to open session at 8:26 PM.

Having no further business to discuss, Council Member Welch made a motion to adjourn at 8:27 PM. The motion was seconded by Council Member Smitherman and approved unanimously.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk

Note: Minutes were typed from Mayor Horn's notes.

Lewisville Town Council
Special Meeting Minutes
September 28, 2022 – 6:30 PM
Lewisville Town Hall Council Chambers - 6510 Shallowford Road

1. Call to Order:

- A. Mayor Horn opened the special called 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 (remote), 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. Adoption of Agenda – The closed session for attorney-client privilege was removed from the agenda. Mayor Pro Tem Foster moved to approve the agenda as amended. The motion was seconded by Council Member Hunt and approved unanimously.

2. Items of Discussion

- A. Electric vehicle (EV) charging stations
- i. Consideration of Resolution 2022-056 – EV charging rebate agreement – Mrs. Tolbert announced the Town has received a rebate offer from the State of North Carolina for two (2) Level 2 electric vehicle (EV) charging stations to be placed on David McKee Street. Each station has two ports. The rebate is \$5,000/port with a total of \$20,000. The rebate agreement must be signed within 15 days of notification or the Town forfeits the rebate. After some discussion, Mayor Pro Tem Foster moved to approve Resolution 2022-056. The motion was seconded by Council Member Franklin and approved unanimously. Council requested input from the Environmental, Conservation and Sustainability Committee prior to moving forward with the purchase of EV stations. *(Resolution 2022-056 is herein incorporated by reference into the minutes.)*
- ii. Consideration of Ordinance 2022-051 – Amending Budget Ordinance 2022001 - \$48,305 – *This item was not discussed.*
- iii. Consideration of Resolution 2022-057 – Contract with Colite for EV charging stations - \$48,305 – *This item was not discussed.*
- B. Closed session – manager search pursuant to NCGS 143-318.11(a)(6)
- i. Council Member Hunt moved to enter into closed session related to the manager search at 7:04 PM. The motion was seconded by Mayor Pro Tem Foster and approved unanimously.
- ii. Council returned to open session at 7:38 PM.

Having no further business to discuss, Council Member Welch made a motion to adjourn at 7:38 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 Mayor Horn's notes.



**RESOLUTION 2022-059 OF THE LEWISVILLE TOWN COUNCIL
ACCEPTING RESIGNATION OF DALE HARRIMAN
FROM THE PUBLIC SAFETY ADVISORY COMMITTEE**

WHEREAS, the Town of Lewisville has received notification from Dale Harriman via email of her resignation from the Public Safety Advisory Committee; and,

WHEREAS, the Public Safety Advisory Committee appreciates the dedicated work of committee member Dale Harriman.

NOW, THEREFORE BE IT RESOLVED THAT THE LEWISVILLE TOWN COUNCIL accepts the resignation of Dale Harriman from the Public Safety Advisory Committee.

Resolved and effective upon adoption this the 13th day of October 2022 by the Lewisville Town Council.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk



TOWN OF LEWISVILLE
 Budget Amendment Ordinance 2022-050
 Amending Budget Ordinance 2022001

FINANCE DEPARTMENT USE ONLY
Budget Amendment # 10
Pam Orrell, Finance Officer

CODE	ACCOUNT DESCRIPTION	AMOUNT	CODE	ACCOUNT DESCRIPTION	AMOUNT
10-00-5800-6000	Solid Waste - Contracted Services	\$ 27,000.00	10-00-3990-9000	General Fund - Fund Balance Appropriated	\$ 27,000.00
		\$ 27,000.00			\$ 27,000.00

EXPLANATION: To increase the budget for Waste Management garbage and recycling collection to cover the fuel surcharge added to the Town's monthly bills due to the rising price of diesel.

RECOMMENDED BY: Pam Orrell, Town Finance Officer

Approved and effective upon adoption this the 13th day of October 2022 by the Lewisville Town Council.

ATTEST:

 Mike Horn, Mayor

 Dora K. Moore, Town Clerk



TOWN OF LEWISVILLE
 Budget Amendment Ordinance 2022-051
 Amending Budget Ordinance 2022001

FINANCE DEPARTMENT USE ONLY
Budget Amendment # 11
Pam Orrell, Finance Officer

CODE	ACCOUNT DESCRIPTION	AMOUNT	CODE	ACCOUNT DESCRIPTION	AMOUNT
10-00-5500-5000	Public Works - Capital Outlay	\$ 48,305.00	10-00-3990-9000	General Fund - Fund Balance Appropriated	\$ 48,305.00
		\$ 48,305.00			\$ 48,305.00

EXPLANATION: To install 4 electric vehicle charging ports along Shallowford Square.

RECOMMENDED BY: Pam Orrell, Town Finance Officer

Approved and effective upon adoption this the 28th day of September 2022 by the Lewisville Town Council.

ATTEST:

 Mike Horn, Mayor

 Dora K. Moore, Town Clerk



**RESOLUTION 2022-057 OF THE LEWISVILLE TOWN COUNCIL
AUTHORIZING ELECTRIC VEHICLE CHARGING STATIONS CONTRACT**

WHEREAS, the Town adopted Resolution 2021051 committing to a goal of 50% clean and renewable energy by 2030 and 100% clean and renewable energy by 2050; and

WHEREAS, the placement of electric vehicle (EV) charging stations works towards these goals; and

WHEREAS, the Town received a rebate award in the amount of \$20,000 (\$5,000 per station) from North Carolina Department of Environmental Quality to purchase four (4) EV charging stations; and

WHEREAS, the Town has received a contract from Colite for the purchase and installation of the EV charging stations in the amount of \$48,305.

BE IT RESOLVED BY THE LEWISVILLE TOWN COUNCIL that the Town of Lewisville enter into a contract with Colite and the interim Town Manager is authorized to sign said contract with Colite not to exceed \$48,305.

Adopted this the 28th day of September 2022 by the Lewisville Town Council.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk



5 Technology Circle
 Columbia, SC 29203
 Phone: (803) 926-7926
 Fax : (803) 926-8412

Quote

Quote Number: 78900

Print Date: 9/22/2022

Project #: TOLV-NC001

PM: Adam Plyler

Page: 1 of 5

Site:
 Town of Lewisville
 6510 Shallowford Rd
 Lewisville NC 27023
 United States of America

Site Contact: Stacy Tolbert
Site Email: planner@lewisvillenc.net

Customer:
 Town of Lewisville
 6510 Shallowford Rd
 Lewisville NC 27023
 United States of America

Customer Contact: Stacy Tolbert
Customer Email: planner@lewisvillenc.net

Terms: 50% Dep, Balance Prior to Ship
Date Quoted: 9/22/2022
Date Expires: 10/24/2022

Salesperson: Adam Plyler
Email: aplyler@colite.com
PO Number:

Line	Part	Description	Quantity	Unit Price	Net Price
1	CT4021-GW1	ChargePoint Dual Output, Gateway, Bollard Unit - 208/240V @30A with Cord Management	2.00EA	9,190.00	\$18,380.00
2	CT4001-CCM	Bollard Concrete Mounting Kit.	2.00EA	175.00	\$350.00
3	CPCLD-COMMERCIAL-5	5yr Prepaid Commercial Cloud Plan	4.00EA	1,750.00	\$7,000.00
<p>Prepaid Commercial Cloud Plan subscription with station management features such as: Custom Video uploads and Automatic Software Updates, driver and fleet management features including: Access Control and Pricing & Automatic Payment Collection, as well as energy and power management features which include Power Sharing. Real-time dashboards and reports provided for applicable features. Station Activation purchase required</p>					
4	CT4000-ASSURE5	5yr Prepaid Assure Plan	2.00EA	2,925.00	\$5,850.00
<p>5 prepaid years of ChargePoint Assure for CT4000 stations. Includes Parts and Labor Warranty, Remote Technical Support, On-Site Repairs when needed, Unlimited Configuration Changes, and Reporting</p>					
5	CPSUPPORT-ACTIVE	Initial Station Activation & Configuration Service	2.00EA	425.00	\$850.00
6	CPSUPPORT-SITEVALID	On-site validation for a customer not using an O&M Partner or self-validating Channel Partner to perform the construction and station installation.	2.00EA	0.00	\$0.00
<p>Site Validation and Activation are free if purchasing CT4000-ASSURE5</p>					
7	DELIVERY	Delivery	1.00EA	800.00	\$800.00

8	INSTALL	Installation	1.00EA	14,625.00	\$14,625.00
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Installation includes upgrading the existing service to 400-amps, construction of larger pedestal for new 400-amp Meterbase and existing panel, installation of underground PVC raceway to new 200-amp Main Breaker Panel with Surge Protection, 2nd grounding system, two separate raceways for two CT4000 Commercial Charging Stations, and installation of customer-provided charging stations.

9	PERMIT	Permit Budget	1.00EA	450.00	\$450.00
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Budget - Actual Cost will be applied to Final invoice.

Total: USD \$48,305.00

COLITE TERMS

THIS PRICE DOES NOT INCLUDE ELECTRICAL HOOKUP, PERMITS, ENGINEERING OR TAX UNLESS SPECIFICALLY STATED.

If work is performed by Colite in the following countries, you will be charged that country's VAT rate on your final invoice: Canada (5%), France (20%), Germany (19%), Ireland (23%), Italy (22%), Netherlands (21%) and the United Kingdom (20%).

All signage is designed for 115 MPH wind speed zones. If the engineering analysis requires a change due to site conditions or a higher wind speed zone, additional charges may apply.

NOTE: THIS PROPOSAL MAY BE WITHDRAWN IF NOT ACCEPTED WITHIN 90 DAYS. WORK WILL NOT BEGIN UNTIL DOWN PAYMENT AND WRITTEN ACCEPTANCE IS RECEIVED.

TERMS AND CONDITIONS

CHANGES IN SCOPE:

Should modifications be necessary to the scope of work due to permitting authorities, engineering changes, code changes, or additional information, Colite reserves the right to modify the scope of work, and related pricing, accordingly via addendum to this contract. Additional survey costs may apply if necessary.

PERMITS:

Colite acquires necessary permits and licenses as a convenience for our clients. The costs for permits, variance approvals, staff time, and any necessary local engineering fees required to obtain permits are not included in the price of signs or installation. Any such costs incurred will be itemized on the final invoice in addition to quoted pricing. If permits are denied after reasonable efforts to secure them, both parties shall be released from this contract. Buyer will be required to pay Colite for any costs incurred to date in performance of the contract.

PERFORMANCE & DELIVERY:

Colite requires a purchase order (or equivalent) from Buyer to begin work, and permit approval, as well as landlord approval, to begin production. Typical delivery time is four to six weeks following permit approval. Colite is not responsible for delays caused by permitting authorities, acts of God, war, fire, or other conditions beyond its control. Failure of Buyer to pay any amounts due prior to manufacture or delivery will delay performance accordingly.

DELAYS:

Colite will begin production immediately following permit approval, and if installation is included in the contract, installation is expected to occur immediately following product completion unless otherwise specified. If, by no fault of Colite, production is delayed more than 90 days after acceptance of this contract, or delivery (installation if included) does not occur within six months of the date of acceptance of this contract, Colite reserves the right to adjust the product, delivery, and installation pricing based on applicable cost increases or currency fluctuation, if applicable, for the same time period. Colite will submit all

price adjustments to Buyer in writing. Buyer agrees to pay any detention charges incurred from freight carriers due to Buyer's delay in accepting delivery of goods, and to notify Colite immediately of such occurrence.

CANCELLATION:

In the event that the buyer chooses to cancel an order after executing a signed proposal and paying a required deposit, the buyer will be billed for work performed up to and including the cancellation date. The rate is \$150 per hour, and a minimum of \$1,500.00 will be billed. The cost is to cover such things as, but not limited to, payment processing time, permit research and application, project hand-off and project management time, and lost manufacturing time. If signage is in production at the time cancellation, the buyer is responsible to pay Colite the full price of said signage.

INSTALLATION:

Colite's installation price for free-standing signs is based upon standard conditions of undisturbed soil, free from underground obstructions, with a subterranean water table of no higher than the bottom of the foundation. Buyer shall be responsible for any additional costs and extra charges which result from unusual installation conditions, including but not limited to poor soil conditions, rock, landfill, special footing requirements, or excavation through an asphalt or concrete surface for free-standing signs. Colite is not responsible for any landscape restoration unless specifically stated in this contract. If new signs are installed upon existing supports, poles, or foundations at Buyer's request, Colite assumes no responsibility for the structural integrity of the existing structure(s), and Buyer agrees to hold Colite harmless from any damages arising from the full or partial failure of such support structures, including but not limited to bodily injury and damages to the installed sign or other property. Installation price of wall-mounted signs is based on standard wall conditions and working hours unless specifically stated otherwise. It is the buyer's responsibility to ensure the installation site is accessible and fully prepared for installation by the agreed installation date. Any non-standard conditions such as obstacles behind the wall, after hours work, road blockage, or site inaccessibility may lead to additional installation costs.

REPAIRS:

Wall repairs are not included unless specifically stated in quote. Repairs typically include holes left by removal of existing signage, to be filled with clear or matching silicone and touched-up with matching paint. Any more extensive work, such as repainting an entire wall, is not standard, and appropriate charges will apply.

REMOVALS:

Removal of any existing signage is not included in quoted pricing unless expressly stated.

SECURITY INTEREST:

Title and ownership of all property contained in this contract shall remain with Colite International Ltd until all amounts due under the contract have been paid in full. It is expressly understood that all property will remain tangible personal property, and in no way be construed as real property, whether installed on real property or not, until the contract is paid in full. All risk of loss transfers to the buyer upon installation (or delivery if installation is not included in the contract.)

PAYMENT TERMS:

Please refer to the payment terms in the quote header. Payment terms are subject to vary in accordance with a standard review of Buyer's Dunn & Bradstreet report, or prior payment experience with Colite. Payment is to be in the currency specified in this proposal. Buyer agrees to reimburse Colite for any losses incurred on currency exchange due to late payments. Colite accepts credit card payments with the following convenience fees: VISA and MASTERCARD will incur a 2% fee, and AMERICAN EXPRESS will incur a 3% fee. All deposits are due upon receipt (DUR).

TAXES AND DUTIES:

Customs charges and import duties ARE included in quoted pricing unless specifically stated otherwise. Sales/use taxes and certain foreign taxes are NOT included unless specifically stated. For sites within the United States, appropriate sales tax will be added to all invoices unless an exemption certificate is presented to Colite for each corresponding tax jurisdiction. For shipments to, or installations in Canada, appropriate GST/PST/HST will be added to all invoices. For shipments to, or installations in the United Kingdom or Germany, appropriate VAT will be added to all invoices. Buyer agrees to remit to Colite any amounts that are withheld at source so that the full balance due is received by Colite.

INTERNATIONAL:



5 Technology Circle
 Columbia, SC 29203
 Phone: (803) 926-7926
 Fax : (803) 926-8412

Quote

Quote Number: 78900

Print Date: 9/22/2022

Project #: TOLV-NC001

PM: Adam Plyler

Page: 4 of 5

It is Buyer's responsibility to ensure transaction is in compliance with all local regulations that may prevent full and proper payment according to contract terms. Buyer accepts that Colite may, at its discretion, contract with local companies to manufacture signage, and Buyer agrees to pay Colite for such signage in accordance with quoted pricing. Colite will not accept purchase orders from countries under trade sanctions by the United States government.

DEFAULT:

Buyer is considered to be in default if it fails to fulfill any of its obligations under this contract, if any liens are placed against the property contained in this contract prior to full payment, or if bankruptcy or insolvency proceedings are begun prior to full payment. Upon default, all balances owed become immediately due and payable. Colite or its agent(s) may, at its discretion, enter Buyer's property and take possession of unpaid signage or render it unusable until default is resolved. Buyer shall pay any costs incurred by Colite in enforcing its rights upon Buyer's default, including attorney's fees, collection agency fees, and any costs associated with taking possession of signs.

WARRANTY:

All signs provided by Colite under this agreement are covered by a 1 year warranty against defect. Buyer must notify Colite immediately of any such claim against the warranty. Colite's warranty does not cover, and is voided by work done by others who were not contracted by Colite to perform services. Manufacturer warranties for all component parts transfer to Buyer upon installation (delivery if installation is not included). While Colite offers repair services, including manufacturer warranty replacements, as a convenience to our clients, charges for such services will apply after 1 year past installation (or delivery if installation is not included).

BUYER RESPONSIBILITY:

1. **WALLS:** It is Buyer's responsibility to ensure that the wall(s) onto which any required wall-mounted building signs are attached be waterproof, have in place adequate vertical and/or horizontal bracing to support the signs and provide blocking behind the wall for attachment, and be ready for installation as scheduled. Wall construction is assumed to be brick, concrete, metal, or similar type construction, and have suitable access behind the wall for installation purposes (i.e. drywall removed as instructed, etc.).
2. **ELECTRICAL:** Colite is not responsible for providing a primary power source to letters and/or signs, or for final electric hook-up to the primary power source, unless stated otherwise. Buyer is responsible for ensuring necessary electrical work is done prior to installation, and for all associated costs. Electrical access must be within 10' of sign area for wall mounted signs, and 5' for free-standing signs.
3. **ARTWORK:** Buyer is to provide Colite with all digital artwork required. Other arrangements may be made on a case by case basis and specifically stated in the quote, or by addendum to these terms.
4. **SURVEY:** A survey is performed to verify placement, scale and wall condition. A survey may also be required to verify measurements or for permitting purposes. Colite is not responsible for ensuring a wall or building is built to architectural specifications provided by the client. If Colite needs to make changes to an approved survey, there will be a processing fee, plus express mail charges. **Colite reserves the right to bill for any survey and or photo imaging completed for projects we are not awarded.**
5. **PERMIT:** Buyer will provide to Colite any documents required for permitting purposes, including but not limited to: Site Plan, Building Elevations, Letter of Authorization, Notice of Commencement, Legal Property Description, and Certificate of Occupancy.

THE ABOVE PRICES, SPECIFICATIONS, AND CONDITIONS ARE SATISFACTORY AND ARE HEREBY ACCEPTED. YOU ARE AUTHORIZED TO DO THE WORK AS SPECIFIED. PAYMENT WILL BE MADE AS OUTLINED ABOVE.

SALESPERSON: _____
 ACCEPTED BY: _____
 SIGNATURE: _____

DATE: _____
 TITLE: _____
 DATE: _____



5 Technology Circle
Columbia, SC 29203
Phone: (803) 926-7926
Fax : (803) 926-8412

Quote

Quote Number: 78900

Print Date: 9/22/2022

Project #: TOLV-NC001

PM: Adam Plyler

Page: 5 of 5

DRAFT



**RESOLUTION 2022-061 OF THE LEWISVILLE TOWN COUNCIL
AUTHORIZING LEWISVILLE LIFT STATION RELOCATION AGREEMENT**

WHEREAS, the Town, together with North Carolina Department of Transportation, will construct the Great Wagon Road; and

WHEREAS, construction of the Great Wagon Road necessitates relocation of a lift station belonging to the Winston-Salem/Forsyth County Utility Commission and serving Lewisville; and,

BE IT RESOLVED BY THE LEWISVILLE TOWN COUNCIL that the Town of Lewisville enter into an agreement with and the interim Town Manager is authorized to sign said agreement with Winston-Salem/Forsyth County Utilities for the design, permitting and reconstruction of the lift station in a new location; construction of new gravity sewer and force mains; and, acquisition of real property for the lift station reconstruction.

Adopted this the 6th day of October 2022 by the Lewisville Town Council.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk

NORTH CAROLINA
FORSYTH COUNTY

LEWISVILLE LIFT STATION
RELOCATION AGREEMENT

THIS MUTUAL AGREEMENT (*hereinafter, the "Agreement"*), made and entered into this, the ____ day of _____, 2022, by and between the Winston-Salem/Forsyth County Utility Commission (*hereinafter, the "Commission"*) and the Town of Lewisville (*hereinafter, the "Town"*) (*the Commission and the Town, hereinafter, each, individually, a "Party", and, collectively, the "Parties"*).

WITNESSETH:

THAT, WHEREAS, the Town, together with the North Carolina Department of Transportation, will construct the Town's major thoroughfare, the Great Wagon Road; and

WHEREAS, the said construction necessitates the relocation of a lift station which belongs to the Commission and which serves the Town (*hereinafter, the "Lift Station"*); and

WHEREAS, the Lift Station will be reconstructed in a new location and the size and capacity increased to accommodate/serve new development generated by the construction of the Great Wagon Road; and

WHEREAS, the relocation of the Lift Station will require the construction of new gravity sewer and force mains; and

WHEREAS, the Parties would, therefore, like to provide for the design, permitting, and reconstruction of the Lift Station in a new location, and the construction of new gravity sewer and force mains (*all of which, hereinafter, will, collectively, be referred to as the "Project"*), and

WHEREAS, the Parties would like to provide for the acquisition of real property for the Project, and would like to apportion the costs of the Project and of the acquisition of real property therefor;

NOW, THEREFORE, in consideration of the mutual covenants, terms, and conditions contained herein, accruing to the benefit of each of the respective Parties hereto, the Parties do, hereby, agree as follows:

1. Reconstruction of Lift Station; Construction of New Gravity Sewer and Force Mains;. Provided that the Town fulfills all of its obligations under this Agreement, the Commission will reconstruct the Lift Station, , construct a new eight-inch (8") gravity sewer main, and construct a new force main (the size of which will be determined by the design engineer),

all as shown, and in the approximate locations indicated, in Exhibit A, attached hereto and made a part hereof (*hereinafter, the "Infrastructure"*).

2. The Commission will extend the new force main through the new Great Wagon Road. The Town will, therefore, use its best efforts to permit, and to intercede with the North Carolina Department of Transportation in order that they, too, will permit, the Commission to complete the Project in conjunction with the construction of the Great Wagon Road.
3. Design, Permitting, Real Property Acquisition, Construction, and Construction Administration. The Commission will contract for the design and construction of the Infrastructure, and the construction administration of the Project, in accordance with applicable laws, statutes, ordinances, rules, and regulations. The Commission will secure appropriate permits and the requisite real property interests, also in accordance with applicable laws, statutes, ordinances, rules, and regulations.

The Parties agree that the Commission and the City Attorney's Office of the City of Winston-Salem (*hereinafter, the "City Attorney's Office"*) will have complete control over the process of acquiring any easement or other real property interest the Commission deems necessary or desirable for the Project, and any consequent mediation and litigation. The Commission will, in its sole discretion, decide what property to acquire and the fair market value thereof, and the City Attorney's Office will decide, in its sole discretion, what strategy to take, what witnesses to call, what pre-litigation and litigation expenses to incur, and (together with the Commission, in the City Attorney's Office's and Commission's sole discretion) what settlement offers to make, decline, or recommend. It is understood that if a tentative settlement is reached, which sum exceeds the City of Winston-Salem City Manager's settlement authority, such settlement will be subject to the Commission's approval.

The Town, hereby, releases and forever discharges the Commission, the City of Winston-Salem, and their respective officials, officers, employees, agents, servants, independent contractors, and assigns (*hereinafter, the "Releasees"*) from any and all claims, demands, sums of money, actions, rights, causes of action, obligations, costs, expenses, damages, losses, and liabilities, of any kind or nature, whatsoever, directly or indirectly connected with, or related to, the design, permitting, construction, reconstruction, or construction administration of the Infrastructure or Project, or the acquisition of any easement or other real property interest, whether by gift, purchase, or condemnation, necessary or desirable in connection with the Project. The Town agrees not to file any action with respect to a claim or right released, hereby, and that, in the event that the Town does, that this release may be pleaded as a defense and/or a cross-complaint, counterclaim, cross-claim, or third-

party complaint. The release stated herein will survive the expiration or earlier termination of this Agreement.

4. **Ownership.** The Infrastructure will be and remain the Commission's property, and the Commission will have the sole right to operate, inspect, maintain, repair, rehabilitate, replace, reconstruct, relocate, and expand the same. The real property interests the Commission acquires under this Agreement will be deeded to, and held by, the City of Winston-Salem.

The Town will not have any claim to, or ownership of, the Infrastructure or real property interests acquired, and will have no right to charge others for connecting to the Infrastructure.

5. **Connections.** The Commission will not, under any circumstances, and, at no point in time, be obligated to pay for or provide connections to the Infrastructure, except as provided by applicable laws, statutes, and/or the Commission's Sewerage System Policy Resolution. Any connection to, addition to, or extension of, the Infrastructure will be made only upon the Commission's written consent. Any connection to the Infrastructure that the Commission approves will be made and paid for by the Town or subsequent users of the Infrastructure.
6. **Apportionment of Costs.** The Parties agree to share the design, permitting, real property acquisition, construction/reconstruction, and construction administration costs of the Project (*hereinafter, each, individually, a "Cost", and, collectively, the "Costs"*) in the following manner:
 - a. **Design, Bidding, and Construction Administration Cost.** The Cost of design, bidding, and construction administration services is currently estimated at Five Hundred Twenty-Nine Thousand, Forty-five Dollars (\$529,045). It is understood by both Parties, however, that Five Hundred Twenty-Nine Thousand, Forty-five Dollars (\$529,045) is an estimated cost, and subject to change. The Commission will determine the actual Cost of design, bidding, and construction administration services at the conclusion thereof.
 - b. **Apportionment of Design, Bidding, and Construction Administration Cost.** The Commission will pay ten percent (10%) and the Town will pay ninety percent (90%) of the Cost of design, bidding, and construction administration. For emphasis, the Commission will determine the actual Cost of design, bidding, and construction administration services, and the Town's share thereof, at the conclusion of the of design, bidding, and construction administration services.

- c. **Construction Cost.** The Cost of construction is currently estimated at Two Million Seven Hundred Seventy-Five Thousand Dollars (\$2,775,000). It is understood by both Parties, however, that Two Million Seven Hundred Seventy-Five Thousand Dollars (\$2,775,000) is an estimated cost, and subject to change. The Commission will determine the actual Cost of construction at the conclusion thereof.
 - d. **Apportionment of Construction Cost.** The Commission will pay Two Hundred Fifty Thousand Dollars (\$250,000) of the Cost of construction, which sum is roughly equivalent to the sum it would have cost to rehabilitate the existing lift station, in place, and to increase capacity therein to serve the new development generated by the construction of the Great Wagon Road. The Town will pay all Costs of construction which exceed Two Hundred Fifty Thousand Dollars (\$250,000). For emphasis, the Commission will determine the actual Cost of construction, and the Town's share thereof, at the conclusion of construction.
 - e. **Apportionment of Real Property Acquisition Cost.** The Commission will acquire, and the Town will pay, all the Commission's Costs to acquire the real property interests necessary to construct the Infrastructure and Project. The Commission will determine the actual Cost of real property acquisition at the conclusion thereof.
 - f. **Payment of the Town's Share of Costs from the Town's Reserve Account.** The Town may elect to have the Commission withhold the Town's share of the Costs from the Reserve Account that the Commission maintains on behalf of the Town. If the Town pays the Town's share of the Costs from any other funding source, the Town will comply with all federal, state, and local laws, rules, regulations, ordinances, standards, guidelines, and policies applicable thereto, and will indemnify and defend the Commission if the Town fails to do so.
7. **Payment.** The Commission will invoice the Town for its preliminary share of the overall Costs (including design, bidding, construction/reconstruction, construction administration services, and real property acquisition Costs), under subsection 6, above, once the Commission executes the construction contract. The Commission will invoice the Town its final share of the overall Costs once the Project and all real property acquisitions are complete.

If the Town does not elect to have the Commission retain the Town's share of the Costs from the Town's Reserve Account, the Town will pay its share of the Costs within thirty (30) calendar days of the date of invoice. Billing to the Town will be based upon actual costs.

If the Town does not pay its share of the Costs within thirty (30) calendar days of the date of invoice, the Commission will charge the Town interest on the unpaid balance at the maximum legal rate of interest permitted by law, currently eight percent (8%) per annum, per N.C.G.S. § 24-1.

If an invoice remains unpaid sixty (60) days from the date of invoice, the Commission may, upon ten (10) calendar days' written notice to the Town, elect a) to retain/withdraw from the Town's Reserve Account the sum necessary to reimburse the Commission for the Town's share of the Costs, as shown on the invoice, together with interest on the unpaid balance and b) to terminate this Agreement, without any liability or obligation to the Town therefor, without any further liability or obligation under this Agreement, without any obligation to complete the Infrastructure or Project, and without any obligation to reimburse the Town any sums in connection therewith.

8. Amendment. This Agreement may not be amended, except by another written instrument, duly executed and approved by both Parties hereto.
9. Termination; Survival. The Commission may terminate this Agreement for breach upon ten (10) calendar days' prior written notice to the Town. In case the Commission terminates this Agreement for breach under section 7, above, or otherwise, the Commission will be entitled to pursue all remedies available to it, at law and in equity, and the Town will remain obligated, following termination of the Agreement, to reimburse the Commission any expenses it has incurred, up until the date of termination, in the pursuit of this Agreement or the Project. Moreover, the Town's payment, release, indemnification, and defense obligations, hereunder, all survive the expiration or earlier termination of the Agreement.
10. Miscellaneous Other Provisions. This Agreement will endure until the earlier of the completion of the Project or the Commission's termination of the Agreement. No joint agency or joint venture is established by virtue of this Agreement. Commission and City of Winston-Salem personnel, and their respective agents and employees, will fulfill the execution of the undertaking hereunder.
11. Iran Divestment Act. The Parties certify that they are not on the North Carolina State Treasurer's list of persons engaging in business activities in Iran, prepared pursuant to

NCGS §147-86.58; nor will the Parties utilize, on this Agreement, any contractor or subcontractor on such list.

12. Divestment From Companies Boycotting Israel. The Parties certify that they are not on the North Carolina State Treasurer's list of companies engaged in a boycott of Israel, in violation of NCGS 147-86.80 et. seq., and that they will not utilize on this Agreement any contractor or subcontractor on said list.
13. E-Verify. Contractor shall comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes. Further, if the Contractor utilizes a subcontractor, the Contractor shall require the subcontractor to comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes.
14. The Commission, hereby, reserves any and all defenses available to it at law or in equity, including, but not limited to, the defenses of governmental immunity, contributory negligence, and employees acting outside the scope of employment.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE.]

TOWN OF LEWISVILLE

By: _____ (SEAL)

Signature

Print Name

Town Manager

Attested By:

AFFIX SEAL

By: _____

Signature

Print Name

Town Clerk/Secretary

This Instrument has been pre-audited in the
Manner required by the Local Government
And Fiscal Control Act

Approved as to form and legality:

By: _____

Signature

Attorney

Print Name

Chief Finance Officer

By: _____

Bowen C. Houff, Town

[SIGNATURES CONTINUE ON THE FOLLOWING PAGE.]

WINSTON-SALEM / FORSYTH COUNTY UTILITY COMMISSION

By: _____ (SEAL)
Courtney Driver, Utilities Director

By: _____ (SEAL)
Lee Garrity, City Manager

Attested by:

By: _____
Sandra Keeney, City Clerk

This Instrument has been pre-audited in the
Manner required by the Local Government
And Fiscal Control Act

Approved as to form and legality:

By: _____
Kelly Latham, Chief Finance Officer

By: _____
Angela Carmon, City Attorney