



Lewisville Town Council
Briefing and Action Meeting Agenda
August 1, 2024 – 6:00 PM
Lewisville Town Hall 2nd Floor Conference Room
6510 Shallowford Road

- 1. Call to Order:**
 - A. Roll Call
 - B. Adoption of Agenda
- 2. Items Requiring Council Direction**
 - A. Landmark indicator sign – Nissen House
 - B. Board and committee charter changes
 - C. Special grants committee
 - D. Facility Use Exemption Request – Forsyth County Fire Historical Society, Inc. ([Attachment #1](#))
 - E. Holiday Open House
- 3. Items Requiring Action at Briefing**
- 4. Administrative Reports**
 - A. Town Manager
 - i. Public Works building purchase
 - ii. Great Wagon Road update
 - B. Town Clerk
 - i. Andrew Flannigan has resigned from the Zoning Board of Adjustment
 - ii. Chicago Rewired – August 3, 7 PM
 - iii. National Night Out – August 6, 6-8 PM
 - iv. Blood Drive – August 7, 1-5 PM, MAWCC
 - v. CPR Class – August 10, 8 AM-12 PM, MAWCC
 - vi. Bourbon Revival Band – August 31, 7-9 PM
 - vii. Town offices closed – September 2
 - C. Public Works
 - i. PARTF/Jack Warren Park improvements
 - ii. Lake Marblehead Dam
 - D. Community Center Operations Manager
 - i. Quarterly Report ([Attachment #2](#))
- 5. Tentative Agenda Items for Regular Meeting on August 8, 2024**
 - A. Consent Agenda
 - i. Resolution 2024-035 – Financial statements for the year ended June 30, 2024 – PRELIMINARY AND UNAUDITED ([Attachment #3](#))
 - ii. Approval of Agenda Briefing Minutes – July 3, 2024 ([Attachment #4](#))
 - iii. Approval of Regular Meeting Minutes – July 11, 2024 ([Attachment #5](#))
 - B. Introductions, Recognitions, Presentations and/or Proclamations
 - i. Presentations
 - a. Sheriff's Office monthly report
 - b. Annual Comprehensive Financial Report for the fiscal year ended June 30, 2023 – "Certificate of Achievement for Excellence in Financial Reporting" ([Attachment #6](#))

C. Public Hearings

- i. Rezoning – L-107 – Shallowford Road Driving Range
 - a. Staff presentation
 - b. Public Hearing
 - c. Council discussion
 - d. Council consideration – Ordinance 2024-002– Change zoning from Forsyth County RS-40 to Town of Lewisville HB-C – Shallowford Road Driving Range
- ii. Annexation – Shallowford Road Driving Range
 - a. Staff presentation
 - b. Public Hearing
 - c. Council discussion
 - d. Council consideration – Ordinance 2024-003 – Extend the Town of Lewisville corporate limits to include Shallowford Driving Range

D. Old Business

E. New Business

- i. Ordinance 2024-025 – Facility use exemption policy ([Attachment #7](#))
- ii. Resolution 2024-036 – Traffic mitigation policy ([Attachment #8](#))
- iii. Ordinance 2024-012 – AMENDED – Change zoning from Forsyth County RS-30 to Town of Lewisville RS-30 – 2065 Glenn Ferry Court ([Attachment #9](#))
- iv. Ordinance 2024-013 - AMENDED – Extend the Town of Lewisville corporate limits to include 2065 Glenn Ferry Court ([Attachment #10](#))

6. For the Good of the Order

7. Adjournment



TOWN OF LEWISVILLE
6510 SHALLOWFORD ROAD
PO BOX 547
LEWISVILLE, NC 27023

336-945-1022
townclerk@lewisvillenc.net

FACILITY USE EXEMPTION REQUEST APPLICATION

Please complete the information below. If guidance is needed or you have questions, please contact Town Clerk Dora Moore at 336-945-1022 or townclerk@lewisvillenc.net. Completed applications can be mailed, dropped off, or emailed to the Town of Lewisville.

Organization Name: Forsyth County Fire Historical Society, Inc.
 Contact Person: Tim Whicker - Board Member
 Mailing Address: 4619 Cherry Street
Winston-Salem, N.C. 27105
 Phone Number: 336-705-0236 Email Address: whickertlw1@gmail.com
 Web Address: n/a

1. Describe your organization's mission statement and how it impacts the Town of Lewisville community. The Forsyth County Fire Historical Society was organized by the Forsyth County Firefighter's Assoc. in order to preserve the rich history of the Lewisville Volunteer FD and all other FD's of Forsyth County. The Volunteer FD's are a reflection of our communities and we were losing our first generation of members and much of the history associated with the VFD's and the communities they served. The Society was assigned the mission to collect, organize and preserve the history of the FD's in Forsyth County with the goal to find a facility in which to display and share that history.
2. Describe the individuals and/or groups of residents that are served by your organization. We serve all fire departments in Forsyth County in preserving their history in order to share the story of our fire departments and their respective communities with all citizens and groups.
3. How many years has your organization been providing its current service? The Forsyth County Firefighter's Assoc. organized in 1953 and the Forsyth County Fire Historical became a separate 501 (c) (3) entity in 2020
4. Date of organization's formation. January 14th, 2020
5. Attach a listing of current members and presiding officers of your organization. Please include names, titles, and contact information.
6. Attach IRS status documentation, if applicable, for your organization.
7. Please provide any other information you feel is pertinent for consideration regarding your organization's request.

*Notes - Oct 5, 2024, MAWCC, 3 Rooms + Kitchen
 - annual fundraiser, draw down raffle - 200 tickets
 meal for participants*

Signature and Indemnity

The Organization agrees to protect, defend, indemnify, and save harmless the Town, its officers, agents, servants, and employees from and against any and all suits, actions, legal proceedings, claims, demands, damages, costs, expenses, and attorney's fees resulting from any and all willful or negligent acts or omission of the Organization, its officers, agents, servants, and employees when utilizing Town facilities.

By signing this application for request of exemption, I understand and agree to the above statement. I have also read and understand the Facility Use Exemption Policy.

Tim W. Moore BOARD MEMBER 5-22-24
Signature of Authorizing Official Title Date
Web Address: timmoore@twpnj.org

1. Describe your organization's mission statement and how it relates to the town of Franklin County. The Franklin County Fairgrounds Society was organized by the Franklin County Fairgrounds Association in order to preserve the historic Fairgrounds and all other public property in Franklin County. The Fairgrounds Society is a non-profit organization that was established in 1980 and has since then been working to preserve the historic Fairgrounds and all other public property in Franklin County. The Fairgrounds Society is a non-profit organization that was established in 1980 and has since then been working to preserve the historic Fairgrounds and all other public property in Franklin County.

STAFF USE ONLY
Received by: _____ Date: _____

Staff Recommendation: _____

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

Notes (if applicable): _____

Forsyth County Fire Historical Society, Inc.

NC ID# 1936879

IRS Federal ID number 84-4346923

IRC 501 (c) (3)

4619 Cherry Street

Winston-Salem, N.C. 27105

Board of Director Officers

Chairman	Dwayne Livengood	336-608-2357
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Vice Chairman	Joe Ramsey	336-399-0562
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Sec. / Treas.	Michael James	336-391-4283
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2020 CERTIFICATE OF EXISTENCE REQUEST FORM



NC Certificate Service

3201 Edwards Mill Road #141-112
Raleigh, NC 27612

QUESTIONS?



PLEASE EMAIL:


records@certificatefilingservice.com

OR CALL TOLL FREE

1-833-492-6653

Forsyth County Fire Historical Society Inc.
4619 Cherry St
Winston Salem NC 27105-2503

IMPORTANT! FOLLOW INSTRUCTIONS EXACTLY WHEN COMPLETING THIS FORM. PLEASE PRINT CLEARLY.

Key Code: NC-CEF328557984-21 ID Number: 1936879	Notice Date: 2020-01-15	PLEASE RESPOND BY: 2020-01-29
Business Address: Forsyth County Fire Historical Society Inc. 4619 Cherry St Winston Salem NC 27105-2503		
		

Congratulations on registering your business with the State of North Carolina. Your Articles have been filed with the secretary of state and are complete. You have one step left in order to attain your elective North Carolina Certificate of Existence.

Below is a form for your newly registered business.

Please confirm the accuracy of the information below for your North Carolina Certificate of Existence Request.

A North Carolina Certificate of Existence is issued by the Secretary of State and may be required for loans, to renew business licenses, or for tax or other business purposes. A Certificate of Existence certifies that your North Carolina business is in existence, is authorized to transact business in the state and complies with all state requirements. The Certificate of Existence shows the official evidence of an entity's existence and provides a statement of an entity's status, current legal name, and date of formation. The Certificate of Existence bears the official seal of the North Carolina Secretary of State.

Business Information:

Business Type: Non-Profit Corporation

Date of Registration: 01/14/20

Certificate of Existence Fee: \$74.50

Step 1: Please Confirm Business Name & Address Are Correct

Business Name:

Forsyth County Fire Historical Society Inc.

Identification Number:

1936879

Step 2: Contact Information – Do NOT Skip This Step! Email & Contact Number Required for Processing.

Name:

Michael James

Email:

fhvfdws@bellsouth.net

Phone Number:

336-391-4283

Step 3: Payment – Select Payment Method & Double Check Payment Information.

☒ XX

CHECK OR MONEY ORDER ENCLOSED

IN THE AMOUNT OF: \$74.50

Please make your check or money order payable to:

NC Certificate Service

3201 Edwards Mill Road #141-112

Raleigh, NC 27612

[PLEASE ALLOW UP TO TWO WEEKS FOR
PROCESSING AND RETURN OF DOCUMENT]



Step 4: Authorization Please Sign, Date & Return this Form with Payment Enclosed in Return Envelope Provided

Signature:

Michael James

Date:

1-17-2020



NORTH CAROLINA

Department of the Secretary of State

CERTIFICATE OF EXISTENCE

I, Elaine F. Marshall, Secretary of State of the State of North Carolina, do hereby certify that

FORSYTH COUNTY FIRE HISTORICAL SOCIETY INC.

is a corporation duly incorporated under the laws of the State of North Carolina, having been incorporated on the 14th day of January, 2020 , with its period of duration being Perpetual.

I FURTHER certify that the said corporation's articles of incorporation are not suspended for failure to comply with the Revenue Act of the State of North Carolina; that the said corporation is not administratively dissolved for failure to comply with the provisions of the North Carolina Nonprofit Corporation Act; and that the said corporation has not filed articles of dissolution as of the date of this certificate.



Scan to verify online.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal at the City of Raleigh, this 3rd day of February, 2020.

Elaine F. Marshall

Secretary of State



Department of the Treasury
Internal Revenue Service
Tax Exempt and Government Entities
P.O. Box 2508
Cincinnati, OH 45201

FORSYTH COUNTY FIRE HISTORICAL SOCIETY
4619 CHERRY ST
WINSTON-SALEM, NC 27105

Date:
03/17/2022
Employer ID number:
84-4346923
Form 990/990EZ/990-N required:
Yes
Person to contact:
Name: Mrs. Moli-Malone
ID number: 31262
Telephone: 877-829-5500

Dear Applicant:

In your letter dated August 25, 2021, you requested a reclassification of foundation status as a public charity.

Our records indicate you are classified as a private foundation. You claim you're erroneously classified as a private foundation and are requesting correction of the error.

Based on the information you provided, we determined you meet the requirements for classification as a public charity described in IRC Sections 509(a)(1) and 170(b)(1)(A)(vi) and updated our records.

Because your tax-exempt status wasn't under consideration, you continue to be classified as an organization exempt from federal income tax under IRC Section 501(c)(3).

This letter could help resolve questions on your foundation status. Keep it for your records.

Sincerely,

Stephen A. Martin
Director, Exempt Organizations
Rulings and Agreements

Programs	Schedule	Time	Room(s)	Charge	Shallow Ford Grant
4th Quarter 2023-2024					
American Mahjong	Every Monday (April-June)	1:00pm-5:00pm	Vienna	Free	No
Basics of Oil Painting	June 8	9:00am-4:00pm	Magnolia	\$95 for members/\$125 for non-members	No
Blood Drive	April 10, June 12	1:00pm-5:00pm	Shallow Ford/Lewisville	Free	No
Card Game Group	Every Wednesday (April-June)	1:00pm-4:00pm	Vienna	Free	No
Colored Pencil Classes					
Colored Pencil Explorers	April 13, May 11, June 8	1:30pm-3:30pm	Various	Free	No
Colored Pencil Open Draw	Monday's in April, May, and June	10:00am-12:00pm	Magnolia/Shallow Ford	Free	No
Understanding Color & Values w/Colored Pencils	Tuesday's in April	10:00am-12:30pm	Magnolia	\$55 for the 4 week class	No
Surfaces in Colored Pencils	Tuesday's in April	1:00pm-3:30pm	Magnolia	\$55 for the 4 week class	No
Coming Into Existence	June 20	11:00am-2:00pm	Vienna	\$25	No
Cooking Class	Tuesday's in May & June	6:00pm-9:00pm	Shallow Ford/Kitchen	\$45 for members/\$65 for non-members	No
CPR Class	April 27	8:00am-12:00pm	Shallow Ford/Lewisville	Free	No
Dramatic Readers Class	April 4, 11, 18, 25, May 2, 9	2:00pm-4:00pm	Magnolia	\$20	Yes (40+ Stage Company)
Environmental Action: Summer Series	June 27	5:30pm-6:30pm	Vienna	Free	Yes (Piedmont Environmental Alliance)
Jewelry Making Class	April 17, June 12	9:00am-11:00am & 11:00am-1:00pm	Magnolia	Free through the Shepherd's Center	No
Line Dancing	Every Tuesday (April-June)	5:30pm-7:30pm	Lewisville/Vienna	\$7/class	No
Meditative Movement	Wednesday's (April-May)	10:30am-12:00pm	Vienna	Free	No
Mobility and Flexibility Class for Seniors	Monday's and Wednesday's (April-June)	11:00am-12:00pm	Lewisville	\$15/class or \$90 for the 6 class session	No
Mommy & Me Class					
Music & Movement	Thursday's (April-June)	9:00am-10:00am	Lewisville	\$43 for the month	No
	Tuesday's and Thursday's (April-June)	10:00am-11:00am	Lewisville	\$43 for the month	No
Story Time Art	Tuesday's (April-June)	11:15am-12:00pm	Lewisville	\$43 for the month	No
Realistic Drawing Techniques and Practice Class	April 5, 11, 18, 25, May 16, 23	10:00am-12:00pm	Magnolia	\$45 without supplies, \$55 with supplies	No
Reynolda House Discovery Lessons	June 29	10:00am-11:30am	Magnolia	\$5 per child/free for caregivers	Yes (Reynolda House)
Shag Dance Classes	Monday's in April, May	6:00pm-7:00pm	Magnolia	\$50 per month of classes	No
Tai Chi Class	Friday's in June	9:00am-10:00am	Lewisville/Vienna	Free through the Shepherd's Center	No
Wet Felting Class with Wool Fabric	May 6, 13, & 20	8:30am-12:30pm	Magnolia	Free	No
Write Place, Write Time	April 1, 15, May 6, 20, June 3, 17	10:00am-11:30am	Great Wagon	Free	No
Writing Stories for Your Life	2nd Monday of the Month (April-June)	10:00am-12:00pm	Shallow Ford/Great Wagon	Private Group through Shepherds Center	No
Yoga Class	April 11, 25, May 9, 22, June 13, 27	6:00pm-7:00pm	Vienna/Shallow Ford	\$5/class	No
Zumba Class	Monday's and Wednesday's (April-June)	6:30pm-7:30pm	Lewisville	\$7/class	No

Non-Profit	Type of Event	Date	Time Reserved	Room(s) Reserved	Fee
4th Quarter 2023-2024					
American Legion Post 522	Monthly Meeting	1st Thursday of the month (April-June)	7:00pm-9:00pm	Lewisville	\$ -
Auxilliary	Monthly Meeting	1st Thursday of the month (April-June)	6:30pm-8:30pm	Shallow Ford & Kitchen	\$ -
Boy Scouts	Weekly Meeting	Every Monday (April-June)	7:00pm-8:30pm	Vienna	\$ -
	Awards Banquet	May 9	4:00pm-8:00pm	Shallow Ford, Lewisville, & Kitchen	\$ 150.00
Forsyth Home Educators	Board Game Group	Every Tuesday (April-May)	2:00pm-4:00pm	Lewisville	\$ -
Girl Scouts					
Service Unit 144	Monthly Meeting	April 10 & June 5	5:30pm-7:30pm	Vienna or Shallow Ford	\$ -
Troop 10231	Bi-Weekly Meeting	Every other Monday (April-June 3)	6:30pm-7:30pm	Shallow Ford	\$ -
Troop 40052	Bi-Weekly Meeting	Every other Thursday (April-May)	6:30pm-7:30pm	Vienna	\$ -
Troop 40047	Bi-Weekly Meeting	Every other Thursday (April-June 6)	5:30pm-8:00pm	Magnolia	\$ -
Homeowner Associations					
Brookacres Farm	Annual Meeting	April 23	5:00pm-9:00pm	Shallow Ford	\$ -
Tuscany	Annual Meeting	May 16	6:00pm-7:30pm	Lewisville	\$ -
Leadership Lewisville Clemmons	Poverty Simulation	June 6	9:00am-11:00am	Shallow Ford, Lewisville, Vienna, & Kitchen	\$ -
Lewisville Civic Club	Monthly Meeting	April 18, May 16, June 20	5:30pm-8:30pm	Shallow Ford & Kitchen	\$ -
Lewisville-Clemmons Chamber of Commerce	Leadership Lewisville/Clemmons	June 6	8:00am-5:00pm	Shallow Ford, Lewisville, Vienna, & Kitchen	\$ -
Lewisville Historical Society	Membership Meeting	May 13	4:00pm-9:00pm	Shallow Ford & Kitchen	\$ -
Shallow Ford Foundation	Board Meeting	June 10	5:00pm-8:00pm	Shallow Ford & Kitchen	\$ -
West Forsyth Christian Preschool	Gallery Hop	April 19	12:00pm-10:00pm	Entire Building	\$ 1,125.00
Winston-Salem/Forsyth County Schools					
West Forsyth Hunter Safety Team	End of Year Banquet	May 4	5:00pm-9:00pm	Shallow Ford & Kitchen	\$ 137.50
West Forsyth HS Girls Basketball	End of Year Banquet	May 15	4:00pm-9:30pm	Shallow Ford, Lewisville, & Kitchen	\$ 187.50
Lewisville Elementary	Meeting	May 22	10:30am-1:30pm	Magnolia	\$ -
West Forsyth Band	End of Year Banquet	May 23	3:00pm-9:00pm	Shallow Ford, Lewisville, Vienna, & Kitchen	\$ 375.00
School System	Teacher Residency Graduation	May 29	4:00pm-9:00pm	Shallow Ford, Lewisville, & Kitchen	\$ 187.50
Reagan HS Girls Lacrosse	End of Year Banquet	May 30	4:30pm-8:30pm	Shallow Ford, Lewisville, & Kitchen	\$ 150.00
Lewisville Elementary	Meeting	June 13	8:30am-12:30pm	Great Wagon	\$ -
					\$ 2,312.50

Type of Reservation	Date	Time Frame	Room(s) Rented	Revenue	Resident
Rehearsal Dinner	April 5, 2024	4:00pm-10:00pm	Shallow Ford & Kitchen	\$ 375.00	Yes
Rehearsal Dinner	April 6, 2024	5:00pm-10:00pm	Shallow Ford, Lewisville, & Kitchen	\$ 900.00	No
Birthday Party	April 7, 2024	1:00pm-5:00pm	Magnolia	\$ 100.00	Yes
Bridal Shower	April 13, 2024	10:00am-2:00pm	Lewisville	\$ 300.00	Yes
Birthday Party	April 13, 2024	1:00pm-5:00pm	Shallow Ford & Kitchen	\$ 275.00	Yes
Wedding Reception	April 14, 2024	10:00am-4:00pm	Shallow Ford, Lewisville, & Kitchen	\$ 825.00	Yes
<i>Extra Cleaning</i>				\$ 70.00	
Gallery Hop	April 19, 2024	12:00pm-10:00pm	Entire Building	\$ 1,125.00	NP
Celebration of Life	April 20, 2024	1:00pm-7:00pm	Shallow Ford, Lewisville, & Kitchen	\$ 1,025.00	No
Birthday Party	April 20, 2024	5:00pm-10:00pm	Vienna	\$ 250.00	Yes
Baby Shower	April 21, 2024	1:00pm-5:00pm	Magnolia	\$ 200.00	No
Bridal Shower	April 21, 2024	1:00pm-5:00pm	Shallow Ford & Kitchen	\$ 375.00	No
Nanzetta HOA Meeting	April 24, 2024	6:30pm-9:30pm	Shallow Ford	\$ 300.00	No
Seminar	April 25, 2024	5:00pm-9:00pm	Shallow Ford, Lewisville, & Kitchen	\$ 575.00	Yes
Celebration of Life	April 27, 2024	2:00pm-6:00pm	Shallow Ford & Kitchen	\$ 275.00	Yes
Community Passover Sedar	April 28, 2024	4:00pm-9:00pm	Shallow Ford & Kitchen	\$ 425.00	No
<i>April Revenue</i>				\$ 7,395.00	
Wedding	May 4, 2024	10:00am-6:00pm	Lewisville	\$ 600.00	Yes
		10:00am-4:00pm	Vienna	\$ 300.00	
WFHS Hunter Safety Team Banquet	May 4, 2024	5:00pm-9:00pm	Shallow Ford & Kitchen	\$ 137.50	NP
Boy Scouts Council Awards Dinner & Banquet	May 9, 2024	4:00pm-8:00pm	Shallow Ford, Lewisville, & Kitchen	\$ 150.00	NP
Graduation Celebration	May 11, 2024	3:00pm-10:00pm	Lewisville & Vienna	\$ 875.00	Yes
Graduation party	May 11, 2024	4:00pm-8:00pm	Shallow Ford & Kitchen	\$ 375.00	No
CPA Retreat	May 15, 2024	8:00am-2:00pm	Shallow Ford & Kitchen	\$ 375.00	Yes
WFHS Women's Basketball Banquet	May 15, 2024	4:00pm-9:30pm	Shallow Ford, Lewisville, & Kitchen	\$ 187.50	NP
Brain Tumor Patient Event	May 18, 2024	10:00am-2:00pm	Vienna	\$ 300.00	No
Baby Shower	May 18, 2024	11:00am-4:00pm	Lewisville	\$ 375.00	Yes
Graduation Celebration	May 18, 2024	1:00pm-5:00pm	Shallow Ford & Kitchen	\$ 275.00	Yes
Graduation Party	May 18, 2024	4:00pm-9:00pm	Vienna	\$ 250.00	Yes
Salem Gymnastics End of Season Celebration	May 19, 2024	3:00pm-10:00pm	Shallow Ford, Lewisville, Vienna, & Kitchen	\$ 1,300.00	Yes
<i>Extra Cleaning</i>				\$ 140.00	
Educational Workshop	May 22, 2024	12:00pm-4:00pm	Shallow Ford & Kitchen	\$ 375.00	No
WFHS Band End of Year Banquet	May 23, 2024	3:00pm-9:00pm	Shallow Ford, Lewisville, Vienna, & Kitchen	\$ 375.00	NP
Baby Shower	May 26, 2024	1:00pm-9:30pm	Shallow Ford, Lewisville, Vienna, & Kitchen	\$ 1,650.00	Yes
WS/FCS Teacher Residency Program Graduation	May 29, 2024	4:00pm-9:00pm	Shallow Ford, Lewisville, & Kitchen	\$ 187.50	NP
Reagan HS Women's Lacrosse Banquet	May 30, 2024	4:30pm-8:30pm	Shallow Ford, Lewisville, & Kitchen	\$ 150.00	NP
Rehearsal Dinner	May 31, 2024	4:00pm-10:00pm	Shallow Ford & Kitchen	\$ 375.00	Yes
<i>May Revenue</i>				\$ 8,752.50	

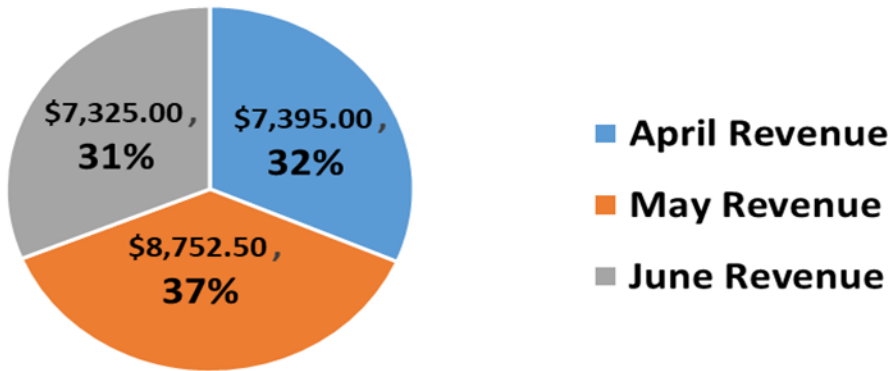
Birthday Party	June 1, 2024	10:00am-2:00pm	Lewisville	\$ 300.00	Yes
Birthday Party	June 1, 2024	3:00pm-10:00pm	Shallow Ford & Kitchen	\$ 425.00	Yes
Birthday Party	June 1, 2024	4:00pm-10:00pm	Lewisville	\$ 550.00	No
Graduation Party	June 2, 2024	11:00am-5:30pm	Vienna	\$ 450.00	No
Graduation Party	June 2, 2024	2:00pm-6:00pm	Shallow Ford & Kitchen	\$ 275.00	Yes
Graduation Party	June 2, 2024	2:00pm-7:00pm	Lewisville	\$ 475.00	No
Crosby Scholars Staff Retreat	June 5, 2024	8:00am-5:30pm	Shallow Ford & Kitchen	\$ 675.00	No
Birthday Party	June 8, 2024	3:30pm-7:30pm	Vienna	\$ 200.00	Yes
Graduation Party	June 9, 2024	12:00pm-4:00pm	Shallow Ford & Kitchen	\$ 275.00	Yes
Graduation Party	June 15, 2024	12:00pm-5:00pm	Shallow Ford & Kitchen	\$ 325.00	Yes
Baby Shower	June 15, 2024	1:00pm-6:00pm	Lewisville	\$ 475.00	No
Rotary Club of Clemmons	June 22, 2024	8:30am-1:30pm	Vienna	\$ 350.00	No
Baby Shower	June 22, 2024	1:00pm-5:00pm	Magnolia	\$ 100.00	Yes
Graduation Party	June 22, 2024	5:00pm-10:00pm	Shallow Ford, Lewisville, & Kitchen	\$ 700.00	Yes
Baby Shower	June 23, 2024	12:00pm-4:00pm	Vienna	\$ 300.00	No
Graduation Party	June 23, 2024	3:00pm-8:00pm	Shallow Ford, Lewisville, & Kitchen	\$ 700.00	Yes
Corporate Meeting	June 26, 2024	11:00am-5:00pm	Great Wagon	\$ 250.00	No
Career Explorations	June 27, 2024	8:30am-1:30pm	Shallow Ford	\$ 250.00	Yes
Career Explorations	June 27, 2024	8:30am-1:30pm	Shallow Ford	\$ 250.00	Yes
June Revenue				\$ 7,325.00	
4th Quarter Total				\$ 23,472.50	
Fiscal Year Total				\$ 73,710.00	

4th Quarter Statistics and Graphs

	Apr-24	May-24	Jun-24	Total
Non-Profit Reservations	21	24	9	54
Private Reservations	14	12	19	45
Programs	85	70	65	220
	120	106	93	319

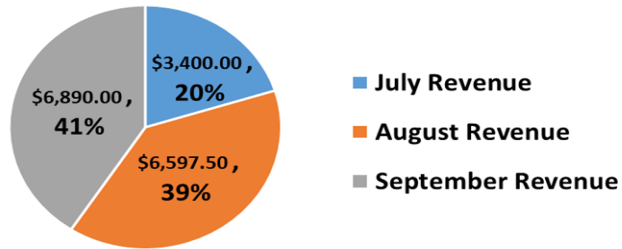
Combined Reservations	99
# of Programs	220

2023-24 4th Quarter Revenue by Month

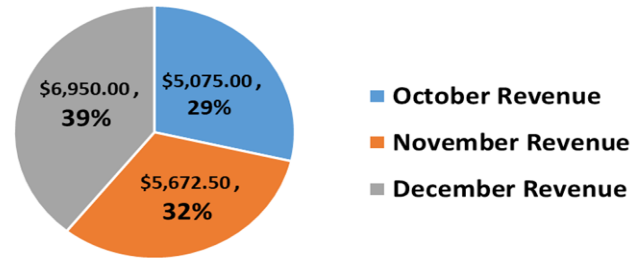


2023-2024 Fiscal Year Statistics and Graphs

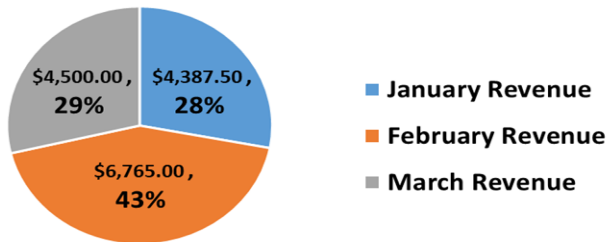
2023-24 1st Quarter Revenue by Month



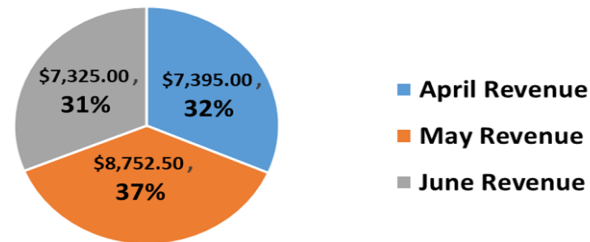
2023-24 2nd Quarter Revenue by Month



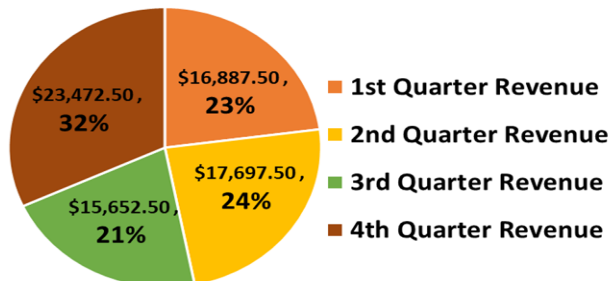
2023-24 3rd Quarter Revenue by Month



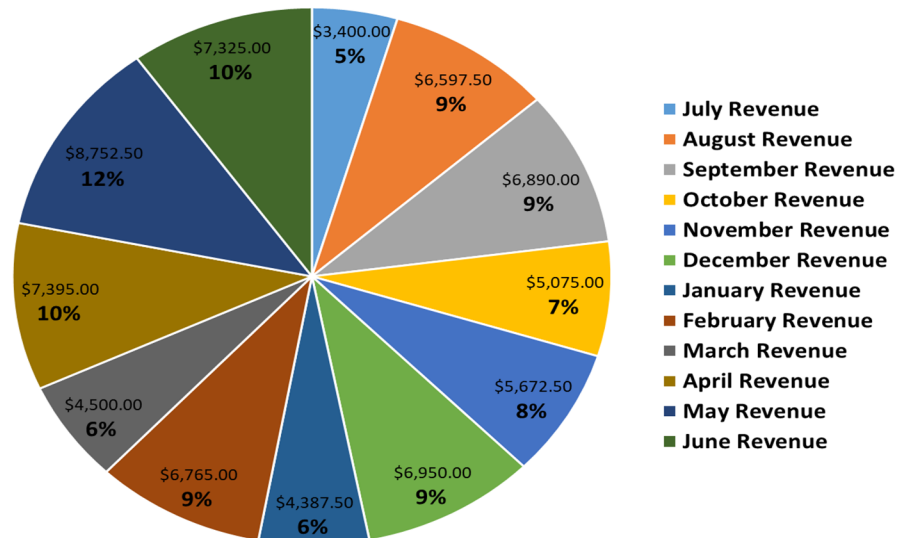
2023-24 4th Quarter Revenue by Month



2023-24 Fiscal Year Revenue by Quarter



2023-24 Fiscal Year Revenue by Month





**RESOLUTION 2024-035 OF THE LEWISVILLE TOWN COUNCIL
ACCEPTANCE AND APPROVAL OF MONTHLY DISBURSEMENTS**

WHEREAS, the Finance Officer has presented the Town Council with the Revenue Statement Summary and the Encumbrances and Expenditure State Summary of figures for the year ended June 30, 2024 (preliminary and unaudited); and

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

NOW, THEREFORE BE IT RESOLVED THAT the Lewisville Town Council accepts the Revenue Statement Summary and the Encumbrances and Expenditure Statement Summary for the year ended June 30, 2024 (preliminary and unaudited) and incorporated herein.

Adopted this the 8th day of August 2024 by the Lewisville Town Council.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk

Town of Lewisville
Financial Budget to Actual Report - General Fund
Fiscal Year Ended June 30, 2024

PRELIMINARY AND UNAUDITED

General Fund

Revenues	Budget	Revenue Year to Date	Revenue Over (Under) Budget	Percentage Collected
Property Tax Collections	\$ 2,993,220.00	\$ 3,085,316.96	\$ 92,096.96	103.08%
Sales Tax Revenue	1,272,770.00	1,123,240.72	(149,529.28)	88.25%
Other Revenues	1,556,288.00	1,655,013.37	98,725.37	106.34%
Transfer from ARPA Special Revenue Fund	-	1,335,948.56	1,335,948.56	-
Subtotal	5,822,278.00	\$ 7,199,519.61	\$ 1,377,241.61	123.65%
Appropriation from Fund Balance	1,222,889.10			
Total	\$ 7,045,167.10			

Departments	Budget	Expenditures Year to Date	Encumbrances Year to Date	Unencumbered and Unspent Balance	Percentage of Budget Spent or Encumbered
Governing Body	\$ 355,216.00	\$ 215,517.93	\$ -	\$ 139,698.07	60.67%
Administration	965,036.00	803,582.35	-	161,453.65	83.27%
Finance	292,977.00	283,590.53	-	9,386.47	96.80%
Debt Service	228,800.00	228,800.00	-	-	100.00%
Planning & Zoning	466,340.00	312,290.75	7,200.00	146,849.25	68.51%
Beautification	115,407.00	104,979.56	-	10,427.44	90.96%
Community Policing	824,750.00	618,826.30	196,977.50	8,946.20	98.92%
Public Safety	15,075.00	7,437.31	-	7,637.69	49.34%
Public Works	547,096.00	415,327.91	117.00	131,651.09	75.94%
Streets	302,100.20	195,485.48	-	106,614.72	64.71%
Powell Bill	427,558.00	381,264.51	-	46,293.49	89.17%
Storm Water	152,642.00	92,704.44	-	59,937.56	60.73%
Solid Waste	1,077,790.00	955,101.96	-	122,688.04	88.62%
Recycling	9,215.00	5,264.55	-	3,950.45	57.13%
Parks and Recreation	360,618.00	301,470.57	-	59,147.43	83.60%
Transfers to Capital Projects Funds	779,546.90	779,546.90	-	-	100.00%
Transfers to Capital Reserves	125,000.00	125,000.00	-	-	100.00%
Total	\$ 7,045,167.10	\$ 5,826,191.05	\$ 204,294.50	\$ 1,014,681.55	85.60%

General Fund Balance 7/1/2023	\$ 6,021,921.94
Year-to-Date Increase (Decrease) FY 2023-2024	1,373,328.56
General Fund Balance 6/30/2024	<u>\$ 7,395,250.50</u>

Town of Lewisville
Financial Budget to Actual Report - Willow Run Municipal Service District
Fiscal Year Ended June 30, 2024

PRELIMINARY AND UNAUDITED

Willow Run Municipal Service District

Revenues	Budget	Revenue Year to Date	Revenue Over (Under) Budget	Percentage Collected
Revenues	\$ 39,352.00	\$ 47,510.73	\$ 8,158.73	120.73%
Subtotal	39,352.00	\$ 47,510.73	\$ 8,158.73	120.73%
Appropriation from Fund Balance	-			
Total	\$ 39,352.00			

	Budget	Expenditures Year to Date	Encumbrances Year to Date	Unencumbered and Unspent Balance	Percentage of Budget Spent or Encumbered
Expenditures	\$ 39,352.00	\$ 30,625.25	\$ -	\$ 8,726.75	77.82%
Total	\$ 39,352.00	\$ 30,625.25	\$ -	\$ 8,726.75	77.82%

MSD Fund Balance 7/1/2023	\$ 233,234.96
Year-to-Date Increase (Decrease) FY 2023-2024	16,885.48
MSD Fund Balance 6/30/2024	<u><u>\$ 250,120.44</u></u>

Town of Lewisville
June 30, 2024

PRELIMINARY AND UNAUDITED

Capital Reserve Funds					
	Fund Balance 7/1/2023	Transfers In	Transfers Out	Investment Earnings	Fund Balance 6/30/2024
GWR ROW/Construction Capital Reserve	\$ 1,090,536.88	\$ -	\$ (1,131,952.97)	\$ 41,416.09	\$ (0.00)
Sidewalks, Bike Paths, and Greenways Capital Reserve	163,166.47	25,000.00	(188,100.00)	1,321.69	1,388.16
Municipal Buildings/Land Capital Reserve	135,263.38	-	-	7,258.71	142,522.09
Public Works Facility Capital Reserve	855,960.81	-	(899,325.47)	43,364.66	0.00
Parks & Recreation Capital Reserve	414,845.38	100,000.00	(518,590.22)	4,075.99	331.15
Total	\$ 2,659,772.92	\$ 125,000.00	\$ (2,737,968.66)	\$ 97,437.14	\$ 144,241.40

American Rescue Plan Act Special Revenue Fund	
American Rescue Plan Act funding received	\$ 4,024,471.50
Transferred to General Fund to reimburse for general government services - revenue replacement - FY 2021-2022	(1,208,168.14)
Transferred to General Fund to reimburse for general government services - revenue replacement - FY 2022-2023	(1,105,602.57)
Transferred to General Fund to reimburse for general government services - revenue replacement - July 1, 2023 through June 30, 2024	(1,335,948.56)
Investment earnings	163,692.44
American Rescue Plan Act Special Revenue Fund - Cash Balance 6/30/2024	\$ 538,444.67

**Town of Lewisville
June 30, 2024**

PRELIMINARY AND UNAUDITED

Capital Projects Funds - Since Inception								
Project	Revenue	Expenditures	Transfers In	Transfers Out	Investment Earnings	Loan Proceeds	Fund Balance 6/30/2024	Budget
GWR ROW/Construction Capital Project	\$ 221,684.95	\$ (1,093,360.03)	\$ 1,563,000.00	\$ (792,592.65)	\$ 101,267.73	\$ -	\$ (0.00)	\$ 1,563,800.00
JWP Maintenance Facility/Playground Expansion Capital Project	-	(35,481.33)	55,000.00	(21,270.78)	1,752.11	-	(0.00)	\$ 55,000.00
Gateway Project Capital Project	2,620,174.55	(3,347,870.55)	1,810,901.90	-	106,081.52	-	1,189,287.42	\$ 4,094,108.90
Community Center Capital Project	100,000.00	(4,801,672.80)	2,947,137.00	-	18,483.99	2,000,000.00	263,948.19	\$ 4,947,137.00
Roundabout at Lewisville-Vienna Road and Robinhood Road Capital Project	570,226.19	(767,005.40)	560,297.00	-	45,614.53	-	409,132.32	\$ 2,801,485.00
Jack Warren Park Improvements	25,181.32	(85,858.11)	672,049.00	-	23,681.05	-	635,053.26	\$ 520,645.00
Lewisville-Vienna Multipurpose Path	-	-	353,291.00	-	16,469.62	-	369,760.62	\$ 1,766,453.00
Shallowford Road CMAQ Sidewalk	-	-	262,933.00	-	8,843.73	-	271,776.73	\$ 1,446,134.00
Great Wagon Road Improvements	-	-	1,924,545.62	-	23,231.82	-	1,947,777.44	\$ 1,924,545.62
Public Works Facility	-	(1,446.50)	899,325.47	-	1,801.18	-	899,680.15	\$ 1,000,000.00
Total	\$ 3,537,267.01	\$ (10,132,694.72)	\$ 11,048,479.99	\$ (813,863.43)	\$ 347,227.28	\$ 2,000,000.00	\$ 5,986,416.13	\$ 20,119,308.52

Lewisville Town Council
Briefing and Action Meeting Minutes
July 3, 2024 – 6:00 PM
Lewisville Town Hall 2nd Floor Conference Room
6510 Shallowford Road

1. Call to Order:

- A. Mayor Horn opened the meeting at 6:00 PM. In attendance were Mayor Mike Horn, Mayor Pro Tem Melissa Hunt, and Council Members Ivan Huffman and Monte Long. Also attending were Town Manager Stacy Tolbert, Town Clerk Dora Moore, Finance Director Pam Orrell, Public Works Director Jon Hanna, and Town Attorney Elliot Fus. Council Members Julia Puckett, Ken Sadler and Jane Welch were absent.
- B. Adoption of Agenda – Council Member Huffman moved to approve the agenda. The motion was seconded by Council Member Long and approved unanimously.

2. Items Requiring Council Direction

- A. Traffic Mitigation Policy – Mr. Hanna shared proposed changes to the traffic mitigation policy including cost sharing, mitigation options, and forming a Public Safety Technical Review Committee to include the town manager, public works director, fire departments, and community policing. Council consensus was given to bring the final proposal to Council in August. *(Powerpoint is included with the minutes.)*
- B. Non-profit exempt facility users
 - i. Updated application – Mrs. Moore shared proposed changes to the facility use exemption request application. Council consensus was given to bring the final proposal to Council in August.
 - ii. User list review – Mrs. Tolbert reviewed the current user exemption list with Council with recommendations on who should remain on the list, be removed, or have limited use. Council consensus was given to bring the final proposal to Council in August.
 - iii. Town-affiliated organizations – Mrs. Tolbert requested language be included in the ordinance whereby staff could waive usage fees for Town-affiliated organizations such as North Carolina League of Municipalities, Piedmont Triad Regional Council, Winston-Salem/Forsyth County Planning Board, and other member organizations. Council consensus was given to bring the final proposal to Council in August.

3. Items Requiring Action at Briefing

- A. Resolution 2024-033 - Piedmont Natural Gas easement for Great Wagon Road - Mayor Pro Tem Hunt moved to approve Resolution 2024-033. The motion was seconded by Council Member Huffman and approved unanimously. *(Resolution 2024-033 is herein incorporated by reference into the minutes.)*

4. Administrative Reports

- A. Town Manager
 - i. Electric vehicle rebate – Manager Tolbert reported the Town requested the full \$20,000 rebate (\$5,000/port) for the two EV charging stations (equaling four ports) at Shallowford Square. Since the Town's spaces are part of handicap accessible spaces and are labeled "EV Optional," the state requested the signage to be removed or new spaces allocated for EV parking for reimbursement. Staff worked with the state whereby the parking can remain as is and the Town qualify for a slightly different rebate of \$16,000 (\$4,000/port).
 - ii. Public Works building purchase agreement execution – A purchase agreement in the amount of \$700,000 for the building adjacent to Town Hall, former US Post Office, with a 90-day

review period has been signed. The agreement specifies the seller must provide evidence that the US Postal Service lease agreement has been terminated. Closing is scheduled for 120 days from the agreement date.

- iii. Planning Director position – A conditional offer of employment has been extended to Lynn Cochran for the Planning Director position. Mr. Cochran currently works for Rockingham County and previously worked with the Piedmont Triad Regional Council. Upon successful completion of screening requirements, Mr. Cochran will begin on August 5.

B. Clerk

- i. Town offices closed – July 4
- ii. The Neon Queen – July 13, 7:15 PM
- iii. Gump Fiction – July 20, 7 PM
- iv. Chicago Rewired – August 3, 7 PM
- v. National Night Out – August 6, 6-8 PM
- vi. Blood Drive – August 7, 1-5 PM, MAWCC
- vii. CPR Class – August 10, 8 AM-12 PM, MAWCC

C. Public Works Director

- i. Request for Qualifications – Lake Marblehead Dam – Two request for qualifications were received. Staff is reviewing the proposal from Grimes Engineering for design and development at a cost of approximately \$30,000. In addition, the Town would have to pay all permitting costs. Staff hopes to have the agreement on the agenda next week for Council consideration. As the project progresses, the Town will keep the Willow Run neighborhood apprised by communications via the MSD, homeowner's association, flyers, etc.

5. **Tentative Agenda Items for Regular Meeting on July 11, 2024**

6. **For the Good of the Order**

- 7. **Adjournment** – Council Member Huffman moved to adjourn the meeting at 7:36 PM. The motion was seconded by Council Member Long and approved unanimously.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk

Lewisville Town Council
Regular Meeting Minutes
July 11, 2024 – 6:00 PM
Lewisville Town Hall Council Chambers
6510 Shallowford Road

1. Call to Order:

- A. Mayor Horn opened the meeting at 6:00 PM. In attendance were Mayor Mike Horn, and Council Members Ivan Huffman, Monte Long, Julie Puckett, Ken Sadler and Jane Welch. Also attending were Town Manager Stacy Tolbert, Town Clerk Dora Moore, and Town Attorney Elliot Fus. Mayor Pro Tem Melissa Hunt was absent.
- B. Invocation – Council Member Monte Long
- C. Pledge of Allegiance – Connor Lewis, Boy Scout Troop #752
- D. Adoption of Agenda – Council Member Long moved to approve the agenda as amended. The motion was seconded by Council Member Huffman and approved unanimously.

2. Consent Agenda

- A. Resolution 2024-032– Financial statements for the eleven months ended May 31, 2024
- B. Approval of Agenda Briefing Minutes – June 6, 2024
- C. Approval of Closed Session Minutes – June 6, 2024
- D. Approval of Regular Meeting Minutes – June 13, 2024

Council Member Sadler moved to approve the consent agenda items. The motion was seconded by Council Member Puckett and approved unanimously. *(Resolution 2024-032 is herein incorporated by reference into the minutes.)*

3. Introductions, Recognitions, Presentations and/or Proclamations

A. Presentations

- i. Monthly report – Sergeant Stringer shared recent call information. He encouraged residents to lock their vehicles noting that most crimes are of convenience. If residents will be out of town for an extended period, they were encouraged to call Town Hall or the Sheriff's Office to request security checks by the Town's officers.

2024													
TYPE OF INCIDENT	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Total calls for service	575	657	715	682	605								
Security Check	277	347	408	368	300								
Traffic Arrest / Violation	34	38	24	30	25								151
Alarm	11	1	19	14	16								61
Priority Call Response Time	5.9	5	5	4.1	5.4								25.4
2023													
TYPE OF INCIDENT	JAN	FEB	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Total calls for service	872	676	751	758	754								575
Security Check	570	396	136	446	442								
Traffic Arrest / Violation	49	47	51	75	41								
Alarm	17	23	23	22	15								
Priority Call Response Time	5.2	3.6	5.2	5.3	5								

4. Public Forum – None

5. **New Business**

- A. Resolution 2024-034 – Final Design/Permitting phase and contractor selection phase for Lake Marblehead Dam repairs - \$35,000 – Manager Tolbert reported the Town received two responses to the Request for Qualifications regarding repairs to Lake Marblehead Dam. Grimes Engineering was the most qualified. Staff requested Council approve a contract with Grimes Engineering Inc. for final design, permitting and contractor selection related to the Lake Marblehead Dam repairs in an amount not exceed \$35,000. Council Member Welch moved to approve the consent agenda items. The motion was seconded by Council Member Long and approved unanimously. (*Resolution 2024-034 is herein incorporated by reference into the minutes.*)

6. **Administrative Reports**

- A. Upcoming events and closings
- i. The Neon Queen – July 13, 7:15 PM
 - ii. Gump Fiction – July 20, 7 PM
 - iii. Chicago Rewired – August 3, 7 PM
 - iv. National Night Out – August 6, 6-8 PM
 - v. Blood Drive – August 7, 1-5 PM, MAWCC
 - vi. CPR Class – August 10, 8 AM-12 PM, MAWCC
 - a. This class is full. A waiting list is being compiled for the next class to be held November 1, 4-8 PM.
- B. Approvals at the Briefing and Action Meeting on July 3, 2024
- i. Resolution 2024-033 – Piedmont Natural Gas easement for Great Wagon Road

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

- A. Public comments – None
- B. Council comments
- i. Council Member Welch inquired about the traffic mitigation policy. It was noted that proposed revisions were discussed at the briefing and an updated policy will be presented to Council in August for their approval.
 - ii. The new Gateway sign is in and once lighting is finished, the project will be complete.

8. **Adjournment** – Council Member Huffman moved to adjourn the meeting at 6:16 PM. The motion was seconded by Council Member Puckett and approved unanimously.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk



STAFF REPORT

ITEM:	PRESENTATION
SUBJECT:	CERTIFICATE OF ACHIEVEMENT FOR EXCELLENCE IN FINANCIAL REPORTING FOR THE ANNUAL COMPREHENSIVE FINANCIAL REPORT FOR THE FISCAL YEAR ENDED JUNE 30, 2023
PREPARED BY:	PAM ORRELL, FINANCE DIRECTOR
DATE SUBMITTED:	8/1/2024

BACKGROUND/SUMMARY:

The program for the Certificate of Achievement for Excellence in Financial Reporting was established by the Government Finance Officers Association of the United States and Canada in 1945 to encourage and assist state and local governments to go beyond the minimum reporting requirements of generally accepted accounting principles, and to prepare annual comprehensive financial reports that evidence the spirit of transparency and full disclosure, and then to recognize individual governments that succeed in achieving that goal.

The goal of the program is not to assess the financial health of participating governments, but rather to ensure that users of their financial statements have the information they need to do so themselves.

Reports submitted to the program are reviewed by selected members of the professional staff of the GFOA (Government Finance Officers Association) and the Special Review Committee (SRC), which comprises individuals with expertise in public sector financial reporting and includes financial statement preparers, independent auditors, academics, and other finance professionals.

We did enter our Annual Comprehensive Financial Report into the program for the fiscal year ended June 30, 2023 and I am pleased to report that we have been awarded the certificate.

This is the 19th year that the Town has been awarded this honor.

STAFF RECOMMENDATION AND REQUESTED ACTION:

No action required.

FISCAL IMPACT:

None

ATTACHMENTS:

1. Award package from the Government Finance Officers Association of the United States and Canada.



Government Finance Officers Association
203 North LaSalle Street, Suite 2700
Chicago, Illinois 60601-1210
312.977.9700 fax: 312.977.4806

5/15/2024

Pam Orrell
Finance Director
Town of Lewisville, North Carolina

Dear Pam:

Congratulations!

We are pleased to notify you that your annual comprehensive financial report for the fiscal year ended June 30, 2023 has met the requirements to be awarded GFOA's Certificate of Achievement for Excellence in Financial Reporting. The GFOA established the Certificate of Achievement for Excellence in Financial Reporting Program (Certificate Program) in 1945 to encourage and assist state and local governments to go beyond the minimum requirements of generally accepted accounting principles to prepare annual comprehensive financial reports that evidence the spirit of transparency and full disclosure and then to recognize individual governments that succeed in achieving that goal. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting. Congratulations, again, for having satisfied the high standards of the program.

Your electronic award packet contains the following:

- **A "Summary of Grading" form and a confidential list of comments and suggestions for possible improvements.** We strongly encourage you to implement the recommended improvements in your next report. Certificate of Achievement Program policy requires that written responses to these comments and suggestions for improvement be included with your 2024 fiscal year end submission. If a comment is unclear or there appears to be a discrepancy, please contact the Technical Services Center at (312) 977-9700 and ask to speak with a Certificate of Achievement Program in-house reviewer.
- **Certificate of Achievement.** A Certificate of Achievement is valid for a period of one year. A current holder of a Certificate of Achievement may reproduce the Certificate in its immediately subsequent annual comprehensive financial report. Please refer to the instructions for reproducing your Certificate in your next report.
- **Award of Financial Reporting Achievement.** When GFOA awards a government the Certificate of Achievement for Excellence in Financial Reporting, we also present an Award of Financial Reporting Achievement (AFRA) to the department identified in the application as primarily responsible for achievement of the Certificate.
- **Sample press release.** Attaining this award is a significant accomplishment. Attached is a sample news release that you may use to give appropriate publicity to this notable achievement.

In addition, award recipients will receive via mail either a plaque (if first-time recipients or if the government has received the Certificate ten times since it received its last plaque) or a brass medallion to affix to the plaque (if the government currently has a plaque with space to affix the medallion). Plaques and medallions will be mailed separately.

As an award-winning government, we would like to invite one or more appropriate members of the team that put together your annual comprehensive financial report to apply to join the Special Review Committee. As members of the Special Review Committee, peer reviewers get exposure to a variety of reports from around the country; gain insight into how to improve their own reports; achieve professional recognition; and provide valuable input that helps other local governments improve their reports. Please see our website for [eligibility requirements](#) and [information on completing an application](#).

Thank you for participating in and supporting the Certificate of Achievement Program. If we may be of any further assistance, please contact the Technical Services Center at (312) 977-9700.

Sincerely,

A handwritten signature in black ink that reads "Michele Mark Levine". The signature is written in a cursive, flowing style.

Michele Mark Levine
Director, Technical Services



Government Finance Officers Association

Certificate of
Achievement
for Excellence
in Financial
Reporting

Presented to

**Town of Lewisville
North Carolina**

For its Annual Comprehensive
Financial Report
For the Fiscal Year Ended

June 30, 2023

Christopher P. Morrill

Executive Director/CEO



The Government Finance Officers Association of
the United States and Canada

presents this

AWARD OF FINANCIAL REPORTING ACHIEVEMENT

to

Pam Orrell

Finance Director

Town of Lewisville, North Carolina



The Award of Financial Reporting Achievement is presented by the Government Finance Officers Association to the department or individual designated as instrumental in the government unit achieving a Certificate of Achievement for Excellence in Financial Reporting. A Certificate of Achievement is presented to those government units whose annual financial reports are judged to adhere to program standards and represents the highest award in government financial reporting.

Executive Director

Christopher P. Morrill

Date: 5/15/2024



GOVERNMENT FINANCE OFFICERS ASSOCIATION
NEWS RELEASE

FOR IMMEDIATE RELEASE

5/15/2024

For more information contact:
Michele Mark Levine, Director/TSC
Phone: (312) 977-9700
Fax: (312) 977-4806
Email: mlevine@gfoa.org

(Chicago, Illinois)—Government Finance Officers Association of the United States and Canada (GFOA) has awarded the Certificate of Achievement for Excellence in Financial Reporting to **Town of Lewisville** for its annual comprehensive financial report for the fiscal year ended June 30, 2023. The report has been judged by an impartial panel to meet the high standards of the program, which includes demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users and user groups to read the report.

The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

Government Finance Officers Association (GFOA) advances excellence in government finance by providing best practices, professional development, resources, and practical research for more than 21,000 members and the communities they serve.



**ORDINANCE 2024-025 OF THE LEWISVILLE TOWN COUNCIL
AMENDING CHAPTER 16 OF THE LEWISVILLE TOWN CODE FOR
PARKS, RECREATION AND CULTURAL DEVELOPMENT**

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

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

WHEREAS, Town Code Chapter 16 is being updated to address facility use exemptions as indicated in the attached redlined version.

NOW, THEREFORE BE IT ORDAINED BY THE LEWISVILLE TOWN COUNCIL that Chapter 16 Article 2-14 of the Lewisville Town Code is amended as noted. It is the intent of the Lewisville Town Council that the provisions of this ordinance shall be made a part of the Town of Lewisville Town Code; the sections of this ordinance may be re-numbered or re-lettered; and, the word 'ordinance' may be changed to 'section', 'article', 'chapter' or other appropriate designation to accomplish such intention as needed.

Adopted and enacted this the 8th day of August 2024 by the Lewisville Town Council.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk



TOWN OF LEWISVILLE
6510 SHALLOWFORD ROAD
PO BOX 547
LEWISVILLE, NC 27023

336-945-1022
townclerk@lewisvillenc.net

FACILITY USE EXEMPTION REQUEST APPLICATION

Please complete the information below. If guidance is needed or you have questions, please contact Town Clerk Dora Moore at 336-945-1022 or townclerk@lewisvillenc.net. Completed applications can be mailed, dropped off, or emailed to the Town of Lewisville.

Organization Name: _____

Contact Person: _____

Mailing Address: _____

Phone Number: _____ Email Address: _____

Web Address: _____

1. Is this a one-time request? _____
a. If so, what is the date(s)? _____

2. Is this request for recurring dates? _____
a. If so, what are the dates and frequency? _____

3. What facility are you requesting:
____ G. Galloway Building ____ Shallowford Square ____ Jack Warren Park
____ Mary Alice Warren Center

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

4. What is the purpose of the request? _____

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

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

____ Has an office in Lewisville;

____ Has a majority of Lewisville residents in its service population;

____ Conducts a majority of its activities in Lewisville;

____ Focuses a significant program in the town;

6. Describe how your organization's mission and service impacts the Town of Lewisville community and how it aligns with the mission and services of the Town of Lewisville. _____
- _____
- _____
- _____
- _____
7. Describe the individuals and/or groups of residents that are served by your organization.
- _____
- _____
- _____
- _____
8. How many years has your organization been providing its current service? _____
9. Date of organization's formation. _____
10. If this request is approved for anything other than a one-time use, the organization will be required to submit an activity summary to townclerk@lewisvillenc.net by January 31 of each year for the prior calendar year. The report must contain the following: 1) organization's background; 2) organization's accomplishments for the calendar year ending; 3) organization's community engagement for the calendar year ending; 4) certificate of insurance (must be sent directly to the Town by insurance carrier); 5) IRS documentation; 6) list of current and presiding officers; and, 7) upcoming activities.

CHECKLIST OF DOCUMENTS FOR SUBMITTAL

- _____ Completed application
- _____ List of current members and the presiding officer of your organization including names and titles
- _____ IRS Status Documentation, if applicable to your organization
- _____ Certificate of insurance
- _____ Additional information you would like to be considered regarding your organization's request

Signature and Indemnity

The Organization agrees to protect, defend, indemnify, and save harmless the Town, its officers, agents, servants, and employees from and against any and all suits, actions, legal proceedings, claims, demands, damages, costs, expenses, and attorney's fees resulting from any and all willful or negligent acts or omission of the Organization, its officers, agents, servants, and employees when utilizing Town facilities.

By signing this application for request of exemption, I understand and agree to the above statement. I have also read and understand the Facility Use Exemption Policy.

Signature of Authorizing Official

Title

Date

If you need guidance completing this application, please contact Town Clerk Dora Moore at 336-945-1022 or townclerk@lewisvillenc.net.

STAFF USE ONLY

Received by: _____ Date: _____

Staff Recommendation: _____

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

Notes (if applicable): _____

DRAFT

§ 16-14 FACILITY USE EXEMPTION POLICY.

A. *Purpose.* To establish uniform guidelines for use of town facilities to the benefit of the town, its residents and the operating staff.

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

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

D. *User fees.* User fees are established annually at the time the annual budget is adopted by the Town Council.

E. *User fee exemptions.* Organizations may be exempted from the payment of user fees and deposits as approved by the Town Council. The exemption shall be in the form of a Town Council ordinance and shall be included in the list of exempted organizations listed elsewhere in this policy. Organizations not listed in the Exemption Policy must pay all fees.

1. Organizations located in the Town of Lewisville that are defined by the Internal Revenue Code as § 501(c)(3) and § 501(c)(8) desiring recurring use may request to be exempted from user fees and deposits by submitting a request for exemption to the Town Council through the Town Manager or his or her designee. Requests for exemption shall be considered at the next regularly scheduled meeting of the Town Council.

2. Organizations serving the residents of the Town of Lewisville as defined below may request to be exempted from user fees and deposits by submitting a request for exemption to the Town Council through the Town Manager or his or her designee. Requests for exemption shall be considered at the next regularly scheduled meeting of the Town Council.

An organization that meets one of the following may be approved by Council:

- a. regularly comes together for the purpose of promoting, providing or supporting services to the Town of Lewisville or its residents;
- b. uses a location within the Town of Lewisville's for its primary service place;
- c. has an office in the Town of Lewisville;
- d. has a majority of Town of Lewisville residents in its service population;
- e. conducts a majority of its activities in the Town of Lewisville; or
- f. focus a significant program in the Town of Lewisville

~~may be approved by Council.~~

3. Organizations grandfathered by the Town Council (Lewisville Garden Clubs and Homeowner Associations), non-profit organizations located in the Town of Lewisville that are defined by the Internal Revenue Code as § 501(c)(3) and § 501(c)(8), and government organizations located in the Town of Lewisville are exempt from the payment of user fees and deposits at Shallowford Square, G. Galloway Reynolds Community Center and Jack Warren Park. User fees for exempted users at the Mary Alice Warren Community Center are outlined in § 16-18(F). Cleaning and damage fees are not exempt. If the facility is left unclean or damaged, the organization will be assessed a cost.

4. National or regional organizations located in the Town of Lewisville associated with health, human services or educational issues involving public schools may use a town facility for an event once yearly for the purpose of fund raising and the event shall be exempt from user fees and deposits. These organizations are not exempt from cleaning and damage fees. If the facility is left unclean or damaged, the organization will be assessed a cost.

F. *Contracts.* All users of town facilities are required to execute the town's standard rental application/agreement prior to their use of a facility. The agreement includes an indemnity holding the town harmless from any and all liability caused by the user's negligence during their use of the facility. Some groups may be required to provide proof of liability insurance as determined, on a case by case basis, by staff. No sub-contracting is allowed.

G. *Reservations.* All users are required to reserve the use of town facilities through the Town Hall scheduling office. Reservations are to be approved by the Town Manager or his or her designated representative. Reservations are requested no later than 2 weeks in advance of the required usage. Exceptions may be granted by the Town Manager or his or her designee. Reservations made by an organization must name a responsible party.

H. *Recurring use.*

1. Groups requiring recurring uses may submit a request to the scheduling office (Town Hall Office Manager/Events Coordinator) stating the need for a recurring reservation and 3 choices of meeting days and times. The Town Manager or designee may approve recurring requests after considering the impact on the previously approved uses and future potential needs. Recurring uses may be approved for up to 1 year and may be renewed annually.

2. The regular request and approval cycle is as follows:

Requests submitted/received	June or November
Recurring use schedule approved	July or December
Recurring use schedule effective	August 1 through July 31 or January 1 through December 31

3. Out of cycle requests may be submitted at any time, however other pre-approved uses will not be altered to accommodate the out of cycle requests.

I. *Cancellations.* Non-use of dates by recurring users are to be reported to the scheduling office as early as possible so that the date will be available to other users.

J. *Terms of use.*

~~1.~~ ~~Exempted users follow the same rules for renters/users for each facility. All Shallowford Square, G. Galloway Reynolds Community Center, Jack Warren Park, and Mary Alice Warren Community Center rules apply. (See § 16-12, § 16-13, § 16-17, and § 16-18).~~

1.2. Exemptions requested by organizations, of which the Town of Lewisville is a member, may be approved by the Town Manager or his/her designee. Such exemptions shall be for one-time events and not for recurring use of one or more of the Town's facilities.

2. Exempted organizations (for regular meetings and/or activities):

- a. Lewisville Civic Club.
- b. Winston-Salem/Forsyth County Schools (serving Lewisville; limited to 4/year/school)
Lewisville Elementary School, Lewisville Middle School, Reagan High School, Vienna Middle School, West Forsyth High School -
- c. ~~Winston-Salem/Forsyth County Schools Parent Teacher Association.~~
- d. Boy Scouts of America (local units sponsored by local organizations).
- e. Girl Scouts of America (local units sponsored by local organizations).
- f. Lewisville Garden Clubs.
- g. Lewisville Historical Society.
- h. Lewisville Area Arts Council (LAAC).
- i. Lewisville Branch Library (cooperative agreement with the Forsyth County Library System).
- ~~j. Friends of the Lewisville Library.~~
- ~~k. Piedmont Triad Regional Council and PTRC sponsored programs.~~
- ~~l. Northwest Little League.~~
- m. American Legion.
- n. ~~4H Clubs.~~
- ~~o. Lewisville Athletic Association.~~
- p. Homeowner Association (once yearly meetings).
- q. Vienna Civic Club.
- r. Shepherd's Center.
- ~~s. FCSO Explorer Post 975.~~
- t. Rotary Club of Western Forsyth County (events only).
- ~~u. Indian Association of the Carolinas.~~
- ~~v. Tealdrops, Inc.~~
- w. Forsyth Home Educators (limited to 4 activities/year, no classes).
- x. Shallow Ford Foundation.
- y. ~~Tim Sutton Ministries.~~
- ~~z. Lewisville United Methodist Church.~~
- aa. The American Red Cross (blood drives only).
- bb. Lewisville-Clemmons Chamber of Commerce LEADS (weekly meeting at G Galloway Reynolds)

3. Exempt users are required to provide a certificate of insurance naming the town as an additional insured unless the organization falls under the umbrella of a national charitable organization recognized by the Internal Revenue Service under § 501(c)(3) or § 501(c)(8) of the Internal Revenue Code or are grandfathered from the original list.



**RESOLUTION 2024-036 OF THE TOWN OF LEWISVILLE
APPROVING AMENDED RESIDENTIAL TRAFFIC CONTROL POLICY**

NOW THEREFORE BE IT RESOLVED BY THE LEWISVILLE TOWN COUNCIL approves the Residential Traffic Control Policy as attached hereto.

Adopted this the 8th day of August 2024 by the Lewisville Town Council.

Mike Horn, Mayor

ATTEST:

Dora K. Moore, Town Clerk

TOWN OF LEWISVILLE: RESIDENTIAL TRAFFIC CONTROL

MISSION STATEMENT

The Town of Lewisville wishes to have a procedure whereby its' residents can petition the Town to incorporate traffic calming devices and systems in order to alleviate speeding, excessive traffic volume, dangerous intersections or other conditions that are of a public safety nature.

Residents who live on or near local town-controlled roads may perceive a danger to children playing, vehicle traffic, crime or hazards to walkers, joggers and bicycle riders. Such concerns can lead neighborhoods to organize in an effort to convince elected officials to take action to alleviate these situations.

The purpose of this document is to present ways in which residents can find solutions to residential traffic problems as approved by the Lewisville Town Council. Consideration is given to a variety of residential traffic concerns and to the characteristics of these concerns on a case-by-case basis. Each situation is reviewed with respect to the available traffic control measures that have been, or could be, found effective to alleviate the neighborhood traffic concern.

The following outlines these guidelines and procedures, which can be used to develop the optimum solution or solutions to each particular situation. There are many factors taken into consideration when reviewing residential traffic concerns, to determine the most feasible traffic control measure. These factors include; the surrounding roadway network, resident access, speeds and/or volume of traffic, accident history, neighborhood response and budget considerations.

Note: Public health and safety concerns are always the overriding consideration when installing or removing traffic control devices.

What is Traffic Calming?

Traffic calming is a programmatic response to inappropriate speeds or volumes on residential streets.

Purpose:

The purpose of this Traffic Calming Policy is to provide guidance to the request, evaluation, approval, and application/installation of traffic calming measures such as chicanes, curb extensions, speed humps, speed tables, speed cushions (speed lumps), and median islands. The Town's Traffic Calming Policy was developed to guide town staff and to inform residents on the process for implementing traffic calming

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in residential areas. The policy is intended to address traffic issues not commonly addressed in the Manual on Uniform Traffic Control Devices (MUTCD), although the MUTCD will be used for traffic engineering reference.

This Policy addresses residential local streets and residential collector streets.

Definitions:

Average Annual Daily Traffic (AADT): The actual traffic volume passing a point in both directions on an average day (24-hours) and measured during a period of less than one year.

Chicane: Chicanes are concrete islands that offset traffic, and create a horizontal diversion of traffic used to reduce the speed of vehicular traffic on local streets. Often, they are combined with curb extensions to exaggerate the vehicle movements.

Curb Extension: Curb extensions alternatively called chokers or bulb-outs, extend the sidewalk or curb line out into the parking lane, which reduces the effective street width and creates a pinch point along the street. They can be created by bringing both curbs in, or by more dramatically widening one side at a midblock location.

85th Percentile Speed: The 85th percentile speed is the speed exceeded by the fastest 15% of vehicles.

Local Residential Street: A local residential street is one that connects individual driveways to the roadway network. Often these streets contain subdivision type characteristics, contain cul-de-sacs, and are unstriped with curb and gutter.

Local Residential Collector: A residential collector street is one that connects individual driveways and local residential streets to connector roadways. Often these streets are striped, contain sidewalks, have a good alignment, and are of higher speed than local residential streets.

MUTCD: Manual on Uniform Traffic Control Devices. This is a nationally published standard that governs the use of all public street signs and pavement markings.

NCDOT Maintained Street: A street that is maintained by the North Carolina Department of Transportation. The Town cannot approve any Traffic Calming Devices on these streets.

Posted Speed Limit: The speed limit that is ~~ordinanced~~ established by ordinance and posted on a street based on design criteria such as vertical and horizontal sight distances.

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- The Street must be a public street, owned and maintained by the Town.
 - The Street shall be classified as a local residential or ~~local residential~~ collector street.
 - ~~Collectors, a~~ Arterials, thoroughfares, NCDOT maintained, or private roads will not be considered for traffic calming measures by the Town.
 - The posted speed limit in the vicinity of the traffic calming device shall be 25 mph or less.
 - The Street must not exceed 36 feet wide from curb to curb.
 - The Street must not be more than two travel lanes wide (two lanes with a common left turn would not qualify).
 - The grade of the street shall not exceed 8% for vertical traffic calming measures within 200 feet of the traffic calming device.
 - The street must be at least one thousand (1,000) feet in length.
 - The street must have at least 400 AADT and no more than 5,000 AADT.
 - The speed of at least 15% of traffic must exceed posted speed limit by 10 mph.
 - The Street shall have adequate horizontal and vertical sight distances as determined by the Public Works Director or his/her designee.
1. _____
 2. _____

Initial Steps:

Before the Town decides on installing a physical traffic calming device, consideration should be given to low costs non-physical treatments. Non-physical measures are generally techniques that do not alter the physical path of travel. Non-Physical measures also normally do not require significant construction or alteration of the roadway. These measures typically require low cost materials such as line striping or signing. Examples of non-physical treatments could include:

Increased Speed Enforcement _____

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Radar Trailers
Pavement Marking Legends
On-Street Parking
Colored Pavements

———— Indented Edgelines
Rumble Strips or Stripes

General Information

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~~c. It shall be the policy of the town to require property owners of the affected area to bear 50% of all actual costs over \$1,000 of the described and approved traffic mediation device(s) installation project and that such costs may be assessed in accordance with North Carolina General Statutes.~~

~~d. The property owners (versus household representatives) of the affected area as described herein at section 4. shall sign the assessment petition in addition to the canvass form(s).~~

~~e. Sufficiency of the assessment petition shall be in accordance with requirements of North Carolina General Statute § 160A Article 10. Note that the determination of majority is different for assessment purposes compared to the canvass 65 percent or 70 percent requirement stated herein at section 4.~~

a. STEP I: Initiation: Traffic Control Measures can be requested by any of the following methods:

- i. A written request from the Board of the Neighborhood Homeowners Association acting for the neighborhood or a minimum of five signatures from the owners of five separate properties in the neighborhood will be required before studies will be initiated.
- ii. Staff Field Reviews.
- iii. ii.
- iv. iii. Request by the ~~Public Safety Committee~~PSTRC.

b. STEP II: Committee Review/Town Staff Review/Traffic Engineering Analysis - Classification:

- i. ~~The Public Safety Committee or a Subcommittee of the Public Safety Committee~~PSTRC will review the concern(s) with the neighborhood group, homeowner association, or individuals initiating the request to assure that the scope and details of the concern are clearly identified. A ~~traffic study review~~ may include any or all of the following, depending on the

**Residential Traffic Control Procedure
Policy**

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scope of the concern:

~~ii.i.~~

- (1) Traffic conditions at the location
- (2) Existing traffic signs and pavement markings
- (3) Motorist travel patterns
- (4) Effect of the roadway system in the vicinity
- (5) Traffic or roadway plans for the vicinity and contributing roadway system
- (6) Time of day, day of week relationship
- (7) Apparent causes of the concern
- (8) History of the location
- (9) Determination of roadway classification (local, collector, or arterial)
- (10) Emergency access concerns
- (11) Other considerations

~~iii. Traffic Studies may be necessary to obtain the following information:~~

- ~~(1) Average Annual Daily Traffic (AADT)~~
- ~~(2) Average speed of the top 15% of traffic~~
- ~~(3) Vehicle speed check~~
- ~~(4) Vehicle turning movement counts~~
- ~~(5) Origination/Destination study~~
- ~~(6) Pedestrian counts~~
- ~~(7) Accident report summary~~
- ~~(8) Collision diagram studies~~

~~c. STEP III: Public Safety Committee Traffic Study/Data Collection and PSTRC Recommendation:~~

~~i. A traffic study will be conducted to obtain any of the following information:~~

- ~~(1) Average Annual Daily Traffic (AADT)~~
- ~~(2) Average speed of the top 15% of traffic~~
- ~~(3) Vehicle speed check~~
- ~~(4) Vehicle turning movement counts~~
- ~~(5) Origination/Destination study~~
- ~~(6) Pedestrian counts~~

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- 4.ii. The Town Staff shall analyze traffic data, field information and other available information generated by the traffic study pertaining to the particular area of concern in determining appropriate traffic control measures for recommendation to the Public Safety Committeecommittee. Should the staff determine that there are other potentially impacted local roads or streets in the area, additional traffic studies on those roads or streets may be conducted. As a result of the traffic studies, the PSTRC shall road or street classifications (and applicable measures) are determinedapplicable measures to be taken as follows provided that a "no further action" decision is not made by the appropriate authority (staff, committee, Town Council).:

(1) Speed – Minor excessive speed, or

(2) The Town may request the Sheriff's Dept to increase enforcement on a random basis during the hours when the majority of the speeding violations seem to occur.

- (1) Speed—Excessive speed, or
- (2) Volume—Excessive traffic volume, or
- (3) Residents may petition for control measures if recommended by the Public Safety Committee.

~~i. Residents within the community of a proposed traffic control measure will be given notice of a Public Information Meeting so that their views and opinions may be expressed regarding the traffic control measures proposed. Notification may include:~~

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ii. ~~Purpose of Public Information~~

- ~~(1) A public information meeting is conducted by the Public Safety Committee or subcommittee of the Public Safety Committee to advise residents which traffic control measures are being considered on the road or streets in the area. Residents of those additionally impacted roads or streets are also given the opportunity to request traffic control measures.~~
- ~~(2) The Public Safety Committee or subcommittee of the Public Safety Committee will conduct a public information meeting after notification. Some of the Committees' duties will include:~~
 - ~~(a) Review of data~~
 - ~~(b) Receive comments from concerned residents and obtain pertinent information on the proposed traffic control measure and its effect on residents and motorists~~
 - ~~(c) Determine boundaries of the affected area for the purpose of the petition process~~
 - ~~(d) Act or modify staff recommendation and present to the Town Council~~

~~e.d.~~ STEP V: Public Safety Technical Review Committee Recommendation and Canvass

- i. When traffic control measures are proposed, the Committee's recommendation will be stated on the canvass form. The canvass form will then be distributed by the contact entity for signatures of property owners in the affected areas.
- ii. Temporary traffic control measures may be recommended at the discretion of the Public Safety Committee. The objective of such an installation in a residential community would be to test the effectiveness

**Residential Traffic Control Procedure
Policy**

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August 2024**

and demonstrate the benefit of the traffic control measure. The use of temporary devices also may be advantageous when budget constraints delay the installation of the permanent device.

iii. A canvass form to obtain neighborhood consensus for the recommended control measure will be issued by the ~~Public Safety~~ Committee to the persons or homeowners association initiating the request. The contact person will receive a map highlighting the area to be canvassed. The area map will depict the residential property that is adjacent to or directly affected by any changes to the road in question. The Town Staff will determine the area of affected residents to be canvassed. Any expansion of the area to be petitioned other than the subject travel route will be determined by the Public Safety Technical Review Committee and the Town Staff.

iv. _____
i. _____

iii. The contact person is required to obtain signatures of 70 percent of all households in the affected area for or against consideration of traffic control measures. Each affected household shall be counted as one vote, regardless of the number of separate properties owned. In case of multiple owners, only one vote shall be counted for that property. A minimum of 65 percent of the households within the affected area must be in favor of the proposed traffic control measures before the ~~PSTRC~~ Public Safety Committee will forward a request with a recommendation for approval. A simple majority of the Town Council is required for implementation of residential traffic control measures. All vacant property within the affected area should be listed on the canvass form as vacant by the contact person. A sufficient number of non-resident owners must be contacted if the minimum petition threshold cannot be met because of an excessive amount of vacant properties.

Example:	Affected Area	=	_____26 lots
	Less: Vacant Lots	=	_____2 lots
	Less: Half of double lot owners	=	_____4 lots
	Number of households	=	_____20
	70 percent canvas required	=	_____14
	65 percent favorable required	=	_____13

~~iii.~~ iv. The contact person or homeowners association has 90 days to return completed canvass forms. Canvass forms not received within the 90-day period will be deemed null and no further action will be taken. Prior to the expiration of the initial 90-day period, a one-time extension of the 90 days will be granted by the Public Safety Technical Review Committee. However, in no case will canvass forms be accepted later than 180 days from the beginning of the initial signature period. Positive identification may be required at the time of signature of the canvass forms. Signatures are final and may not be added or removed from a canvass forms once the canvass forms have been received by Town Staff.

~~iv.~~ v. If a location fails to achieve the necessary majority within the signature period, the location shall not be considered for a period of three years from the date the signature period expires unless conditions change significantly.

e. STEP VI: ~~TOWN COUNCIL MEETING~~ Town Council Meeting: Upon receipt of a canvass form with the required minimum percentage of affirmative signatures, the Public Safety Technical Review Committee's recommendation will be scheduled for Town Council action at a regularly scheduled Town Council ~~m~~Meeting.

f. STEP VI: Notification: Notification shall be given to the property owners in the affected area. Notification shall in the form of a door hanger or letter and shall include information such as the control measure being installed, estimated time frame of installation and contact information of town staff.

5.4. Emergency Procedures

a. The Town of Lewisville may, at it's option, install traffic control measures in emergency situations as recommended by the Public Safety Technical Review Committee, the ~~Sheriffs~~ Sheriff's Department, the Department of Transportation or other agency or as supported by traffic studies.

b. _____

c. _____

~~d.~~ a. Recommendation by the Sheriff's Department or other agency as an emergency

situation shall be in writing, and shall state that the imminent health and safety of the public are at risk. Emergency situations typically exist where bodily injury or severe property damage has occurred as a result of speed or volume on a street, which qualifies for consideration of Residential Traffic Control Measures. The recommendation must describe the nature of the emergency and its direct relation to an affected area's traffic speed, or volume concern. This recommendation must be signed by the Sheriff or his/her designated representative or a Department Head.

6.5. Removal of Speed and Volume Traffic Control Measures

- a. A petition for the removal of traffic control measures may be accepted if it alleges a public safety hazard or provided that the following conditions are met:
 - ~~i.~~ The traffic control measure to be removed must be in place for a minimum of a three-year period.
 - ~~ii.~~
 - ~~iii.~~ The owners of five separate properties in the neighborhood must sign a request for a removal petition.
 - ~~iv.~~~~ii.~~
 - ~~v.~~ The new petition must include the same affected area as the original petition.
 - ~~vi.~~~~iii.~~
 - ~~vii.~~ Approval of 65 percent of the property owners in the original affected area is required for the Public Safety Technical Review Committee to recommend approval of the requested removal.
 - ~~viii.~~~~iv.~~
 - ~~ix.~~~~v.~~ Subsequent steps shall be the same as the current procedure to install traffic mediation devices.
- b. If a location fails to achieve the necessary petition majority within the signature period, the location shall not be reconsidered for a period of three years from the date the signature period expires unless conditions change significantly.



**ORDINANCE 2024-012 OF THE TOWN OF LEWISVILLE
AMENDING THE TOWN OF LEWISVILLE'S ZONING ORDINANCE OF THE UNIFIED
DEVELOPMENT ORDINANCE AND OFFICIAL ZONING MAP OF THE TOWN OF LEWISVILLE**

2065 GLENN FERRY COURT (L-109)

BE IT ORDAINED BY THE LEWISVILLE TOWN COUNCIL as follows:

Section 1. The Town of Lewisville Zoning Ordinance (Section B 6-2) of the Lewisville Unified Development Ordinances and the official zoning maps of the Town of Lewisville and Forsyth County, North Carolina are hereby amended by changing from RS-30 Forsyth County jurisdiction to RS-30 Lewisville jurisdiction for the following described property as:

PIN 5887-32-3982 – 2065 Glenn Ferry Court, Pfafftown, NC 27040

Also known as 'Tract A' from Plat 62-108 as recorded with the Forsyth County Register of Deeds
1.67 acres +/-, Tract A

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

Adopted and effective this the 13th day of June 2024 by the Lewisville Town Council with a vote of 6-0.

Amended this the 8th day of August 2024 by the Lewisville Town Council with a vote of _____.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk

THE UNDERSIGNED HEREBY ACKNOWLEDGE THAT I AM (WE ARE) THE OWNERS OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT I (WE) HEREBY ADOPT THIS PLAN AND SUBDIVISION WITH MY (OUR) FREE CONSENT AND UPON APPROVAL BY THE CITY-COUNTY PLANNING BOARD OF WINSTON-SALEM AND FORSYTH COUNTY AUTHORIZE THAT THIS PLAT BE RECORDED IN THE OFFICE OF THE REGISTER OF DEEDS OF FORSYTH COUNTY.

6/5/14 SIGNED: *[Signature]*
DATE: OWNER:

Planning Department/Review Officer
Final Subdivision Plat Approval

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

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

Approved: *[Signature]*
Director of Planning/Review Officer
This the 30th day of June 2014
Forsyth County, North Carolina

Surveyor Certification for Closure

I, WILLIAM FRANKLIN TATUM, certify that this plat was drawn under my supervision from an actual survey made under my supervision (description recorded in ***see notes #5 below***). That the ratio of precision as calculated is 1:10,000; that this plat was prepared in accordance with G.S. 47-30 as amended. Witness my original signature, registration number and seal;

Signature: *[Signature]* L-3163
Registration Number: 2014
This the 30th day of June 2014
Forsyth County, North Carolina

Surveyor Certification for Subdivision

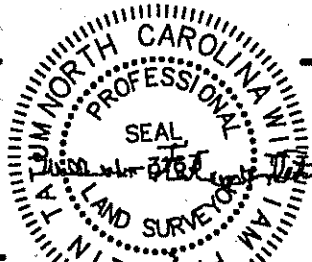
I, WILLIAM FRANKLIN TATUM, Professional Land Surveyor, Number L-3163, certify to one or more of the following as indicated by an X:
X a. That the plat is of a survey that creates a subdivision of land within the area of a county or municipality that has an ordinance that regulates parcels of land;
b. That this plat is of a survey that is located in such portion of a county or municipality that is unregulated as to an ordinance that regulates parcels of land;
c. That this plat is of a survey of an existing parcel or parcels of land;
d. That this plat is of a survey of another category, such as the recombination of existing parcels, a court-ordered survey or other exception to the definition of a subdivision;
e. That the information available to this surveyor is such that I am unable to make a determination to the best of my professional ability as to provisions contained in a through d. above.

Signature: *[Signature]* L-3163
Registration Number:

Forsyth County Register of Deeds
Plat Registration

Filed for registration at 2:11 PM on 6/5/14
This the 30th day of June 2014
and recorded in Plat Book Page 128

Filing Fee Paid: \$21.00
By: *[Signature]*
Assistant/Deputy
Forsyth County, North Carolina



ALICE S. PHILLIPS
TAX PIN # 5887-23-9350
SEE DEED OF TRUST
DB 1376 PG 1048
S 87°45'50" E 105.07'
1/2" IPF 4" ABOVE GRADE @ THE NORTHEAST CORNER OF DB 2826 PG 1823

JEFFREY M. SHAFFER
KAREN L. SHAFFER
TAX PIN # 5887-22-5947
DB 2826 PG 1823

TOTAL AREA
365778 Sq. Feet
8.40 Acres
BY COORDINATES

Course	Bearing	Distance
L1	N 06°35'10" W	77.87'
L2	N 29°38'14" E	66.85'

25' EASEMENT TABLE

Course	Bearing	Distance
E1	N 38°42'18" W	95.29'
E2	N 57°30'33" W	75.06'
E3	N 74°19'00" W	50.05'
E4	N 81°59'44" W	120.33'
E5	N 73°35'24" W	71.01'
E6	N 87°35'07" W	73.21'

NOTE ALL POINTS UNMONUMENTED ALONG CENTERLINE OF EASEMENT

REFERENCE INFORMATION
TAX PIN # 5887-32-0992
TAX BLOCK 4617 TAX LOT 129
DB 3175 PG 3459
CURRENT ZONING RS-30
ALSO SEE PLAT BOOK 53 PG 194

EASEMENT NOTE
EASEMENT NARROWS TO 25' WIDE AT POINT A

NOTES:

- #1 - IRON PIPES AT ALL CORNERS UNLESS OTHERWISE DENOTED.
- #2 - NO N.C.G.S. HORIZONTAL CONTROL FOUND WITHIN 2000 FEET.
- #3 - THIS PROPERTY IS SUBJECT TO ANY EASEMENTS, AGREEMENTS, OR RIGHTS-OF-WAY OF RECORD IF ANY, PRIOR TO THE DATE OF THIS PLAT AND WHICH WERE NOT VISIBLE AT THE TIME OF MY INSPECTION.
- #4 - ALL AREAS BY COORDINATES.
- #5 - DEED REFERENCE: DB 1785 PG 723
- #6 - TAX PIN # 5887-32-0992(EXISTING).
- #7 - ZONED: RS-30

LEGEND

- IPF Iron Pipe Found
- IRF Iron Rod Found
- IP Iron Rod Placed
- P/L Property Line
- R/W Right-of-Way
- C/L Centerline
- EP Edge of Paving
- PT Point (Unmonumented)
- MH Manhole
- FC Face of Curb
- CH Chord
- R Radius
- L Length of Curve
- XFMR Electrical Transformer
- AH Air Handler
- CM Concrete Monument
- S.E. Sight Easement

XXX ADDRESS

#2014037

PLAT FOR ALL STAR FINANCIAL, LLC				
TOWNSHIP	COUNTY	STATE	DATE	JOB NO.
WENNA	FORSYTH	NC	05-13-14	14-46
BEING A BOUNDARY SURVEY OF REAL PROPERTY DESCRIBED IN DEED BOOK 1785 PG 0723				

McAnally Land Surveying, P.C.

812 Burke Street Winston-Salem, N.C. 27101
Phone # 336-631-9805
Email: mutatillb@gmail.com
http://www.mcanallylandsurveyingpc.com

SCALE 1" = 50'
50 25 0 50 100



C-806

FORSYTH COUNTY DIVISION OF ENVIRONMENTAL HEALTH
The Forsyth County Health Department has not evaluated any of the lots represented on this plat for the purposes of issuing Improvements Permits.

PAOLO GARGIULO
MELISSA M. GARGIULO
TAX PIN # 5887-22-9247
DB 2213 PG 2096

NOTE A - FIRE PROTECTION NOTE

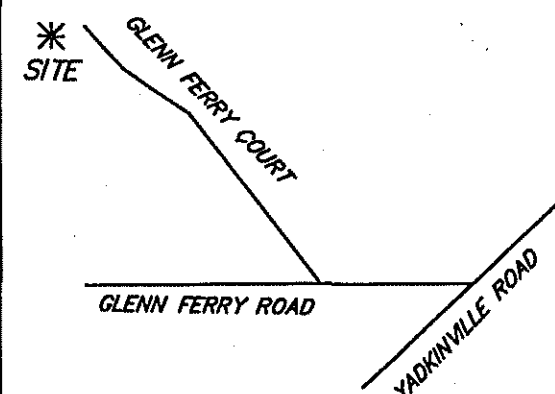
PROPERTY DIVISIONS IN WHICH THE BOUNDARIES DO NOT HAVE PUBLIC ROAD FRONTAGE MUST PROVIDE ADEQUATE ACCESS FOR FIRE PROTECTION SERVICES IN ORDER TO OBTAIN RATED INSURANCE COVERAGE. THE PLAT SHALL SHOW A 25' FOOT EASEMENT TO ACCOMMODATE A 20' FOOT WIDE ALL WEATHER ACCESS ROAD WITH AN OVERHEAD CLEARANCE OF 13 FEET 6 INCHES. IF SAID ACCESS IS OVER 150 FEET IN LENGTH AN APPROVED TURNAROUND SHALL BE PROVIDED. THE ACCESS ROAD MAY BE CONSTRUCTED WHEN STRUCTURES ARE ESTABLISHED ON THE PROPERTY.

GLENN FERRY COURT
30 +/-' PRIVATE DRIVE OR ROADWAY PER DB 1021 PG 577 TO GLENN FERRY ROAD

W. GRAHAM GETCHELL
DUDLEY ANNE HACKNEY
TAX PIN # 5887-32-2596
DB 1823 PG 2728

JAY R. HARMEL
BONITA C. HARMEL
TAX PIN # 5887-32-6775
DB 1667 PG 1028

W. GRAHAM GETCHELL
D. A. HACKNEY
TAX PIN # 5887-32-0682
DB 1627 PG 902



VICINITY MAP

Plat North
DB 1785 PG 723



**ORDINANCE 2024-013 OF THE TOWN OF LEWISVILLE
EXTEND THE TOWN OF LEWISVILLE CORPORATE LIMITS TO INCLUDE
2065 GLENN FERRY COURT**

WHEREAS, the Town of Lewisville has been petitioned under NCGS 160A-31 to annex the area described below; and,

WHEREAS, the Lewisville Town Council has by resolution directed the Town Clerk to investigate the sufficiency of the petition requesting annexation of property known as 2065 Glenn Ferry Court into the Town of Lewisville; and,

WHEREAS, the Town Clerk has certified the sufficiency of the petition and a public hearing on the question of annexation was held at the Lewisville Town Hall, 6510 Shallowford Road, at 6 PM on Thursday, June 13, 2024 after due notice by the Winston-Salem Journal on Saturday, June 1, 2024;

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

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

Section 1. By virtue of the authority granted by NCGS 160A-31, the following described territory is hereby annexed and made part of the Town of Lewisville as of June 13, 2024:

2065 Glenn Ferry Court, Pfafftown, NC 27040

PIN 5887-32-3982

Also known as 'Tract A' from Plat 62-108 as recorded with the Forsyth County
Register of Deeds

1.67 acres +/-, Tract A

Section 2. Upon and after June 13, 2024, the above described territory shall be subject to all debts, laws, ordinance and regulations in force in the Town of Lewisville and shall be entitled to the same privileges and benefits as other parts of the of the Town of Lewisville. Said territory shall be subject to municipal taxes according the NCGS 160A-58.10.

Section 3. The Mayor of the Town of Lewisville shall cause to be recorded in the office of the Forsyth County Register of Deeds and the office of the North Carolina Secretary of State an accurate map of the annexed territory, described in Section 1 above, together with a duly certified copy of the ordinance. Such map shall also be delivered to the Forsyth County Board of Elections as required by NCGS 163-288.1.

Adopted this the 13th day of June 2024 by the Lewisville Town Council.

Amended this the 8th day of August 2024 by the Lewisville Town Council.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk

DRAFT

THE UNDERSIGNED HEREBY ACKNOWLEDGE THAT I AM (WE ARE) THE OWNERS OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT I (WE) HEREBY ADOPT THIS PLAN AND SUBDIVISION WITH MY (OUR) FREE CONSENT AND UPON APPROVAL BY THE CITY-COUNTY PLANNING BOARD OF WINSTON-SALEM AND FORSYTH COUNTY AUTHORIZE THAT THIS PLAT BE RECORDED IN THE OFFICE OF THE REGISTER OF DEEDS OF FORSYTH COUNTY.

DATE 6/5/14 SIGNED [Signature] OWNER

Planning Department/Review Officer
Final Subdivision Plat Approval

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

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

Approved: [Signature]
Director of Planning/Review Officer

This the 30th day of June, 2014
Forsyth County, North Carolina

Surveyor Certification for Closure

I, WILLIAM FRANKLIN TATUM, certify that this plat was drawn under my supervision from an actual survey made under my supervision (description recorded in ***see notes #5 below***), that the ratio of precision as calculated is 1:10,000; that this plat was prepared in accordance with G.S. 47-30 as amended. Witness my original signature, registration number and seal;

Signature: [Signature] L-3163
Registration Number: 2014

This the 30th day of June, 2014
Forsyth County, North Carolina

Surveyor Certification for Subdivision

I, WILLIAM FRANKLIN TATUM, Professional Land Surveyor, Number L-3163, certify to one or more of the following as indicated by an X:

☒ a. That the plat is of a survey that creates a subdivision of land within the area of a county or municipality that has an ordinance that regulates parcels of land;

☐ b. That this plat is of a survey that is located in such portion of a county or municipality that is unregulated as to an ordinance that regulates parcels of land;

☐ c. That this plat is of a survey of an existing parcel or parcels of land;

☐ d. That this plat is of a survey of another category, such as the recombination of existing parcels, a court-ordered survey or other exception to the definition of a subdivision;

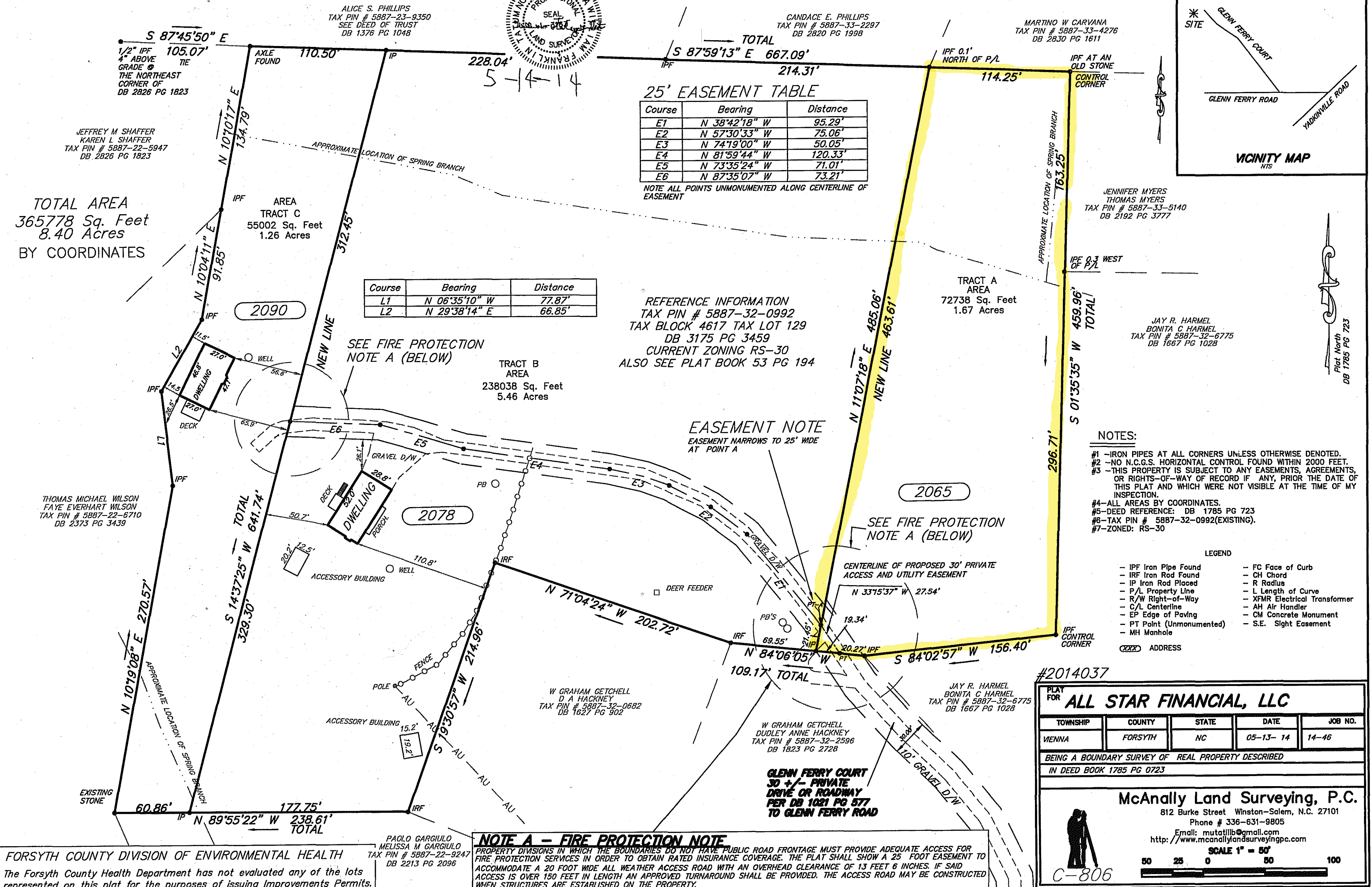
☐ e. That the information available to this surveyor is such that I am unable to make a determination to the best of my professional ability as to provisions contained in a, through d, above.

Signature: [Signature] L-3163
Registration Number: 2014

Forsyth County Register of Deeds
Plat Registration

Filed for registration at 2:11 clock P M. 2014
This the 30 day of June, 2014
and recorded in Plat Book 128, Page 128

Filing Fee Paid: \$21.00
By: [Signature]
Assistant/Deputy
Forsyth County, North Carolina



FORSYTH COUNTY DIVISION OF ENVIRONMENTAL HEALTH

The Forsyth County Health Department has not evaluated any of the lots represented on this plat for the purposes of issuing Improvements Permits.

2022036931 00107

FORSYTH COUNTY NC FEE \$26.00
 STATE OF NC REAL ESTATE EXT
\$550.00

PRESENTED & RECORDED
 08/08/2022 01:01:26 PM

LYNNE JOHNSON
 REGISTER OF DEEDS
 BY: ANGELA M THOMPSON, DPTY
BK: RE 3711
PG: 1111 - 1113

GENERAL WARRANTY DEEDExcise Tax: **\$550.00**

Tax Parcel ID No. **5887-32-3982.000** Verified by _____ County
 on the ____ day of _____, 20____ By: _____

Mail/Box to: **Grantee**

This instrument was prepared by: **Thomas G. Jacobs, a licensed North Carolina attorney. Delinquent taxes, if any, to be paid by the closing attorney to the county tax collector upon disbursement of closing proceeds.**

Brief description for the Index: 2065 Glenn Ferry Court

THIS DEED, made this the **8th** day of **August**, **2022**, by and between

GRANTOR: Charles Barton Wilkerson and wife, Sabrina Lou Wilkerson
 whose mailing address is _____
 (herein referred to collectively as **Grantor**) and

GRANTEE: Brady Allen, an unmarried man
 whose mailing address is 2065 Glenn Ferry Ct., Pfafftown, NC 27040
 (herein referred to collectively as **Grantee**) and

[Include mailing address for each Grantor and Grantee; marital status of each individual Grantor and Grantee; and type of entity, e.g., corporation, limited liability company, for each non-individual Grantor and Grantee.]

WITNESSETH:

For valuable consideration from Grantee to Grantor, the receipt and sufficiency of which is hereby acknowledged, Grantor hereby gives, grants, bargains, sells and conveys unto Grantee in fee simple, subject to the Exceptions and Reservations hereinafter provided, if any, the following described property located in the County of Forsyth, State of North Carolina, more particularly described as follows:

See attached Exhibit A

Said property having been previously conveyed to Grantor by instrument(s) recorded in Book 3493, Page 766-767, and being reflected on plat(s) recorded in Map/Plat Book 62, page/slide 108.

All or a portion of the property herein conveyed x includes or _____ does not include the primary residence of a Grantor.

TO HAVE AND TO HOLD unto Grantee, together with all privileges and appurtenances thereunto belonging, in fee simple, subject to the Exceptions and Reservations hereinafter and hereinabove provided, if any.

submitted electronically by "Law Office of Thomas G. Jacobs"
 in compliance with North Carolina statutes governing recordable documents
 and the terms of the submitter agreement with the Forsyth County Register of Deeds.

And Grantor hereby warrants that Grantor is seized of the premises in fee and has the right to convey same in fee simple, that title is marketable and is free and clear of encumbrances other than as set forth herein, and that Grantor will forever warrant and defend the title against the lawful claims of all persons or entities whomsoever.

Subject to easements, restrictions and rights of way of record, and ad valorem taxes for the current year.

All references to Grantor and Grantee as used herein shall include the parties as well as their heirs, successors and assigns, and shall include the singular, plural, masculine, feminine or neuter as required by context.

IN WITNESS WHEREOF, the Grantor has duly executed the foregoing as of the day and year first above written.

By: _____ (SEAL)
 Print/Type Name & Title: _____ Charles Barton Wilkerson

By: _____ (SEAL)
 Print/Type Name & Title: _____ Sabrina Lou Wilkerson

By: _____ (SEAL)
 Print/Type Name & Title: _____

By: _____ (SEAL)
 Print/Type Name & Title: _____

State of NC
 County of Forsyth

(Official/Notarial Seal)

I certify that the following person(s) personally appeared before me this day, each acknowledging to me that he or she signed the foregoing document:

Charles Barton Wilkerson and Sabrina Lou Wilkerson

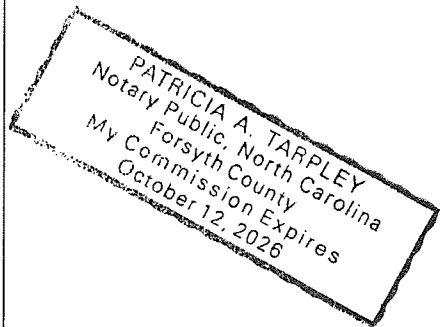
_____ [insert name(s) of principal(s)].

Date: 8/8/2022

Patricia A. Tarpley
 Patricia A. Tarpley Notary Public
 Notary's Printed or Typed Name

My Commission Expires:

10/12/2026



State of _____
 County of _____

(Official/Notarial Seal)

I certify that the following person(s) personally appeared before me this day, each acknowledging to me that he or she signed the foregoing document:

_____ [insert name(s) of principal(s)].

Date: _____

 Notary Public
 Notary's Printed or Typed Name

My Commission Expires:

“Exhibit A”

BEING all of Tract A as shown on a map thereof recorded in Map Book 62 Page 108 Forsyth County Public Registry.

Deed reference: out of Book 3175 Page 3459