



Lewisville Town Council
Regular Meeting Agenda
October 8, 2026 – 6:00 PM
Lewisville Town Hall 1st Floor Council Chamber
6510 Shallowford Road

1. Call to Order:

- A. Roll Call
- B. Invocation – Councilmember Newsome
- C. Pledge of Allegiance – Councilmember Wilder
- D. Adoption of Agenda

2. Consent Agenda

- A. Resolution 2026-034 – Financial Statements for Two Months Ended August 31, 2026 ([Attachment #1](#))

3. Introductions, Recognitions, Presentations and/or Proclamations

- A. Presentations
 - i. Sheriff's Office

4. Public Forum

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

5. Public Hearing

- A. Ordinance 2026-018 – Public Hearing for Annexation – 0 Chickasha Drive ([Attachment #2](#))
 - i. Staff Presentation
 - ii. Public Hearing
 - iii. Council Discussion
 - iv. Council Consideration – Ordinance 2026-018 – Annex 0 Chickasha Drive
- B. Ordinance 2026-019 – Public Hearing for Rezoning – 0 Chickasha Drive ([Attachment #3](#))
 - i. Staff Presentation
 - ii. Public Hearing
 - iii. Council Discussion
 - iv. Council Consideration – Ordinance 2026-019 – Rezone 0 Chickasha Drive

6. Old Business

- A. Ordinance 2026-017 – Amend the Fee Schedule in Reference to Notary Service Fees ([Attachment #4](#))
- B. Data Center Moratorium

7. New Business

- A. Ordinance 2026-020 – Amend Facility Use Exemption List ([Attachment #5](#))
- B. Ordinance 2026-021 – Budget Amendment for MSD ([Attachment #6](#))

8. Administrative Reports

- A. Upcoming events and closings
 - i. The Goonies Movie Night, October 9
 - ii. Bulky Item Pick Up Starts, October 12
 - iii. ECSC Fall Recycle Event, October 17
 - iv. Flu Vaccination Clinic, October 24
 - v. Shalloween Festival, October 24
- B. Clerk Report
 - i. Board and Committee Vacancies

9. For the Good of the Order

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

10. Adjournment



**RESOLUTION 2026-034 OF THE LEWISVILLE TOWN COUNCIL
ACCEPTANCE AND APPROVAL OF MONTHLY DISBURSEMENTS**

WHEREAS, the Finance Director has presented the Town Council with the Revenue Statement Summary and the Encumbrances and Expenditure Statement Summary of figures for the two months ended August 31, 2026;

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

NOW, THEREFORE BE IT RESOLVED THAT the Lewisville Town Council accepts the Revenue Statement Summary and the Encumbrances and Expenditure Statement Summary for the two months ended August 31, 2026 and incorporated herein.

Adopted this the 8th day of October 2026 by the Lewisville Town Council.

ATTEST:

Billy Carter, Jr., Mayor

Angela Lord, Town Clerk



Town of Lewisville
Budget vs. Actual - General Fund
Two Months Ended August 31, 2026

General Fund

Revenues	Budget	Revenue Year to Date	Revenue Over (Under) Budget	Percentage Collected
Property Tax Collections	\$ 4,803,867.00	\$ 6,846.71	\$ (4,797,020.29)	0.14%
Sales Tax Revenue	1,331,495.00	-	(1,331,495.00)	0.00%
Other Revenues	1,722,935.00	69,694.13	(1,653,240.87)	4.05%
Transfer from Willow Run MSD Special Revenue Fund	-	-	-	-
Subtotal	7,858,297.00	\$ 76,540.84	\$ (7,781,756.16)	0.97%
Appropriation from Fund Balance	158,827.00			
Total	\$ 8,017,124.00			

Departments	Budget	Expenditures Year to Date	Encumbrances Year to Date	Unencumbered and Unspent Balance	Percentage of Budget Spent or Encumbered
Governing Body	\$ 319,708.00	\$ 63,508.81	\$ 38,424.28	\$ 217,774.91	31.88%
Administration	999,521.00	194,898.35	54,143.61	750,479.04	24.92%
Finance	374,430.00	64,161.85	42,263.99	268,004.16	28.42%
Debt Service	218,000.00	218,000.00	-	-	100.00%
Planning & Zoning	291,350.00	21,028.70	9,000.00	261,321.30	10.31%
Beautification	136,592.00	16,105.34	105,278.82	15,207.84	88.87%
Community Policing	1,145,730.00	2,870.61	1,133,920.00	8,939.39	99.22%
Public Works	677,368.00	87,469.80	69,503.10	520,395.10	23.17%
Streets	367,912.00	7,182.21	403.00	360,326.79	2.06%
Powell Bill	867,500.00	3,800.00	20,200.00	843,500.00	2.77%
Stormwater	243,923.00	14,462.00	109,168.75	120,292.25	50.68%
Solid Waste	1,620,862.00	128,746.81	-	1,492,115.19	7.94%
Recycling	6,750.00	190.00	-	6,560.00	2.81%
Parks and Recreation	522,478.00	73,064.68	60,244.62	389,168.70	25.51%
Transfers to Capital Projects Funds	-	-	-	-	-
Transfers to Capital Reserves	225,000.00	225,000.00	-	-	100.00%
Total	\$ 8,017,124.00	\$ 1,120,489.16	\$ 1,642,550.17	\$ 5,254,084.67	34.46%

General Fund Balance 7/1/2025	\$ 8,412,608.82	
Year-to-Date Increase (Decrease) FY 2025-2026	871,754.14	<i>preliminary</i>
Reclass loan to WRMSD from a transfer out to an asset	263,827.00	
Year-to-Date Increase (Decrease) FY 2026-2027	(1,043,948.32)	
General Fund Balance 8/31/2026	<u>\$ 8,504,241.64</u>	



Town of Lewisville
Budget vs. Actual - Willow Run Municipal Service District
Two Months Ended August 31, 2026

Willow Run Municipal Service District

Revenues	Budget	Revenue Year to Date	Revenue Over (Under) Budget	Percentage Collected
Revenues	\$ 109,105.00	\$ 1,453.87	\$ (107,651.13)	1.33%
Subtotal	109,105.00	\$ 1,453.87	\$ (107,651.13)	1.33%
Appropriation from Fund Balance	112,524.00			
Total	\$ 221,629.00			

	Budget	Expenditures Year to Date	Encumbrances Year to Date	Unencumbered and Unspent Balance	Percentage of Budget Spent or Encumbered
Expenditures	\$ 71,597.00	\$ 15,025.00	\$ 2,250.00	\$ 54,322.00	24.13%
Transfer to General Fund	\$ 150,032.00	\$ -	\$ -	150,032.00	0.00%
Total	\$ 221,629.00	\$ 15,025.00	\$ 2,250.00	\$ 204,354.00	7.79%

MSD Fund Balance 7/1/2025	\$ 553,726.83
Year-to-Date Increase (Decrease) FY 2025-2026	(222,138.51) <i>preliminary</i>
Reclass loan from General Fund from a transfer in to a liability	(263,827.00)
Year-to-Date Increase (Decrease) FY 2026-2027	(13,571.13)
MSD Fund Balance 8/31/2026	<u>\$ 54,190.19</u>



Town of Lewisville

August 31, 2026

Capital Reserve Funds					
	Fund Balance 7/1/2026	Transfers In	Transfers Out	Investment Earnings	Fund Balance 7/31/2026
Sidewalks, Bike Paths, and Greenways Capital Reserve	\$ 105,303.60	\$ 100,000.00	\$ -	\$ 1,111.71	\$ 206,415.31
Municipal Buildings/Land Capital Reserve	180,901.53	25,000.00	-	1,217.76	207,119.29
Parks & Recreation Capital Reserve	104,154.39	100,000.00	-	1,104.72	205,259.11
Total	\$ 390,359.52	\$ 225,000.00	\$ -	\$ 3,434.19	\$ 618,793.71



Town of Lewisville
August 31, 2026

Capital Projects Funds - Since Inception								
Project	Revenue	Expenditures	Transfers In	Transfers Out	Investment Earnings	Loan Proceeds	Fund Balance 7/31/2026	Budget
Roundabout at Lewisville-Vienna Road and Robinhood Road Capital Project	1,410,036.51	(2,111,514.72)	2,254,052.22	-	148,760.43	-	1,701,334.44	5,213,933.03
Great Wagon Road Improvements	-	-	2,721,888.49	-	228,967.70	-	2,950,856.19	8,141,999.34
Public Works Facility	-	(827,257.83)	899,325.47	-	24,426.31	-	96,493.95	1,000,000.00
Total	\$ 1,410,036.51	\$ (2,938,772.55)	\$ 5,875,266.18	\$ -	\$ 402,154.44	\$ -	\$ 4,748,684.58	\$ 14,355,932.37



**ORDINANCE 2026-018 ANNEXING TERRITORY TO THE CORPORATE LIMITS OF
THE TOWN OF LEWISVILLE TO INCLUDE PROPERTY LOCATED AT
0 CHICKASHA DRIVE**

WHEREAS, the Town of Lewisville has been petitioned under NCGS 160A-31 and 160A-58.1 (contiguous) to annex the hereinafter-described territory and is hereby annexed to the Town of Lewisville;

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 0 Chickasha Drive into the Town of Lewisville;

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, October 8, 2026 after due notice by the Winston-Salem Journal on Sunday, September 27, 2026;

WHEREAS, the Lewisville Town Council finds that the petition meets the requirements of NCGS 160A-31 and 160A-58.1.; and

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

Section 1. By virtue of the authority granted by NCGS 160A-31 and 160A-58.1, the following described territory is hereby annexed and made part of the Town of Lewisville as of October 8, 2026:

PIN 5896-16-5840 – 0 Chickasha Drive
14.76 acres +/-

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

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OFFICIAL METES AND BOUNDS FOLLOW:

Beginning at an existing iron pipe on the eastern right of way of Chickasha Drive having NC State Plane coordinates of N=867064.36 E=1590377.34 also being the northwest corner of Ralph Nixon (DB 3894 PG 2728), thence from said beginning running with the eastern right of way of Chickasha Drive N 01°00'15" E 395.03' to a T-iron on the north side of a gravel drive corner to Mary Sue Yarbrough (DB 914 PG 171), thence with Yarbrough S 89°38'14" E 473.73' to a bent iron pipe in aforementioned gravel drive corner to William Yarbrough (DB 3431 PG 2572), thence with W. Yarbrough S 00°15'57" E 379.62' to a stone, S 89°52'07" E 509.26' to a nail in the line of Yarbrough corner to NCDOT, thence with NCDOT S 00°19'02" E 32.96' to an existing iron, S 89°49'56" E 283.05' to an angle iron, S 00°02'03" W 173.58' to a new iron pipe in a creek, S 13°26'19" W 106.75' to a NCDOT right of way disk, S 20°18'27" W 178.30' to a new iron pipe in the line of NCDOT (DB 3758 PG 673) being N 20°18'27" E 6.82' from a NCDOT right of way disk, thence from said new iron pipe running with NCDOT N 89° 51'41" W crossing an existing iron pipe at 196.59' a total distance of 913.93' to an axle in the line of Ella Louise Becraft (DB 3645 PG 3560), thence with Becraft N 03°15'01" E 35.83' to a rebar corner to Rojas Real Estate, LLC (DB 3862 PG 557), thence with Rojas N 03° 15'01" E 90.16' to an existing iron pipe corner to Dollie P. Gladden (DB995 PG 597), thence with Gladden N 03°15'01" E 163.81' to point in concrete debris pile corner to aforementioned Nixon, thence with Nixon N 00°08'28" W 159.42' to an existing iron pipe, N 86°47'31" W 290.66' to the point of beginning containing 14.712 acres+/-.

Section 3. Upon and after October 8, 2026, 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 4. 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 8th day of October 2026 by the Lewisville Town Council.

ATTEST:

Billy Carter, Jr., Mayor

Angela Lord, Town Clerk



ORDINANCE 2026-019 AMENDING OFFICIAL ZONING MAP OF THE TOWN OF LEWISVILLE

0 CHICKASHA DRIVE (L-119) (PIN 5896-16-5840)

BE IT ORDAINED BY THE LEWISVILLE TOWN COUNCIL as follows:

Section 1. The official zoning maps for the Town of Lewisville and Forsyth County, North Carolina are hereby amended by changing the zoning of the subject property noted below from Agricultural (AG-Forsyth County) to Agricultural (AG-Lewisville) of Lewisville jurisdiction for the following described property as:

PIN 5896-16-5840 – 0 Chickasha Drive
14.76 acres +/-

The area is described as follows:

OFFICIAL METES AND BOUNDS FOLLOW:

Beginning at an existing iron pipe on the eastern right of way of Chickasha Drive having NC State Plane coordinates of N=867064.36 E=1590377.34 also being the northwest corner of Ralph Nixon (DB 3894 PG 2728), thence from said beginning running with the eastern right of way of Chickasha Drive N 01°00'15" E 395.03' to a T-iron on the north side of a gravel drive corner to Mary Sue Yarbrough (DB 914 PG 171), thence with Yarbrough S 89°38'14" E 473.73' to a bent iron pipe in aforementioned gravel drive corner to William Yarbrough (DB 3431 PG 2572), thence with W. Yarbrough S 00°15'57" E 379.62' to a stone, S 89°52'07" E 509.26' to a nail in the line of Yarbrough corner to NCDOT, thence with NCDOT S 00°19'02" E 32.96' to an existing iron, S 89°49'56" E 283.05' to an angle iron, S 00°02'03" W 173.58' to a new iron pipe in a creek, S 13°26'19" W 106.75' to a NCDOT right of way disk, S 20°18'27" W 178.30' to a new iron pipe in the line of NCDOT (DB 3758 PG 673) being N 20°18'27" E 6.82' from a NCDOT right of way disk, thence from said new iron pipe running with NCDOT N 89° 51'41" W crossing an existing iron pipe at 196.59' a total distance of 913.93' to an axle in the line of Ella Louise Becraft (DB 3645 PG 3560), thence with Becraft N 03°15'01" E 35.83' to a rebar corner to Rojas Real Estate, LLC (DB 3862 PG 557), thence with Rojas N 03° 15'01" E 90.16' to an existing iron pipe corner to Dollie P. Gladden (DB995 PG 597), thence with Gladden N 03°15'01" E 163.81' to point in concrete debris pile corner to aforementioned Nixon, thence with Nixon N 00°08'28" W 159.42' to an existing iron pipe, N 86°47'31" W 290.66' to the point of beginning containing 14.712 acres+/-.

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

Adopted and effective this the 8th day of October 2026 by the Lewisville Town Council with a vote of _____.

ATTEST:

Billy Carter, Jr., Mayor

Angela Lord, Town Clerk

AGENDA ITEM

LEWISVILLE TOWN COUNCIL

L-119: A request for rezoning from Agricultural (AG-Forsyth County) to Agricultural (AG-Lewisville).

Applicant: Chickasha HR, LLC

Tax PIN: 5896-16-5840

Location: Chickasha Dr/Peaceful Glen Dr. Intersection



Size and Location of the Parcel(s): this property measures (+/-) 14.76 acres according to the Forsyth County Tax Map, located near the south end of Chickasha Dr, across from the intersection with Peaceful Glen Dr. The proposed rezoning is accompanied by a request for annexation into the town limits of Lewisville.

Property Site: This property is currently vacant and wooded. A portion of it is located in Lewisville while a slightly larger portion is located in Forsyth County

Immediate & General Area: This property is located on the northeastern side of Lewisville, adjacent to the corporate limits in an area characterized by residential development and some open lands. Although currently located in an unincorporated area of Forsyth County, this property is located closest to properties that comprise the Neighborhood Residential Land Class. Zoning Patterns include RS-9, RS-20, RS-40 and AG.

Utilities: This property is currently served by public water and would be served by private septic facilities if developed.

Access: The subject property is served by direct access to Chickasha Dr., designated as a collector road by the Winston-Salem Urban Area Metropolitan Planning Organization *Comprehensive Transportation Plan* (CTP) map.

Comprehensive Plan: The *Lewisville Tomorrow Comprehensive Plan* designates this property and those properties located closest as the Neighborhood Residential place type. This place type is the most common in Lewisville and is characterized by the suburban-style, lower-density residential areas that have been built out over the last 20 years. (p. 75).

Consistency & Reasonableness Considerations:

1. *Consistency.* This application is found to be consistent with *the Lewisville Tomorrow Comprehensive Plan* because:
 - Those areas of Lewisville located closest to the subject property are designated as the neighborhood residential place type.
 - The property is adjacent to other properties zoned Agricultural (AG).
 - Zoning in the area includes several types of residential single-family.

2. *Reasonableness.* This application is found to be reasonable and in the public interest, based on the following factors
- Measuring (+/-) 14.76 acres, the size of this property is typical of the area.
 - Rezoning from AG (Forsyth County) to AG (Lewisville) will allow very similar uses.
 - For the purposes of annexation, the subject property is located adjacent to the contiguous corporate limits of the Town of Lewisville.

Staff Analysis & Recommendation: *As described in NC § 160D-202(g): When a city annexes, or a new city is incorporated in, or a city extends its jurisdiction to include, an area that is currently being regulated by the county, the county development regulations and powers of enforcement shall remain in effect until (i) the city has adopted such development regulations or (ii) a period of 60 days has elapsed following the annexation, extension, or incorporation, whichever is sooner. Prior to the transfer of jurisdiction, the city may hold hearings and take any other measures consistent with G.S. 160D-204 that may be required in order to adopt and apply its development regulations for the area at the same time it assumes jurisdiction.*

Staff finds the application to be complete and ready for board consideration. Staff finds the request to be consistent with the intents and descriptions of the *Comprehensive Plan* in the Neighborhood Residential place type. Additionally, staff finds the request to be reasonable when considering all relevant factors.

Thus, staff recommends approval of zoning map amendment L-119, a request for rezoning from Agricultural (AG-Forsyth County) to Agricultural (AG-Lewisville).



LEWISVILLE PLANNING DEPARTMENT

6510 Shallowford Road | P.O. Box 547
Lewisville, NC 27023-0547
Voice 336-945-5558 | FAX 336-945-5531

REZONING APPLICATION

(ZONING MAP AMENDMENT APPLICATION)

Application Date 7/15/20
Property Address 0 Chickasha Dr Pfafftown, NC 27040
Tax PIN(s) 5896-16-5840
Existing Zoning AG - Forsyth
Proposed Zoning AG - Lewisville
Acreage Requested for Rezoning 14.712 +/-

Owner(s) Chickasha HR, LLC
Mailing Address 1598 Westbrook Plaza Dr STE200 Winston-Salem, NC
Telephone 336-723-0303 email cmize@hubbardrealty.com 27103

Applicant(s) (if different) Same as above
Mailing Address _____
Telephone _____ email _____

I, John-Lewis Godfrey, owner (trustee, executor, etc.) of the
property denoted by Forsyth County Tax PIN(s) 5896-16-5840,
request that the property be granted a rezoning from AG - Forsyth
to AG - Lewisville. I understand that this general use rezoning is
permanent and will run with the land. I feel this will serve my best interests.

[Signature]
Owner Signature

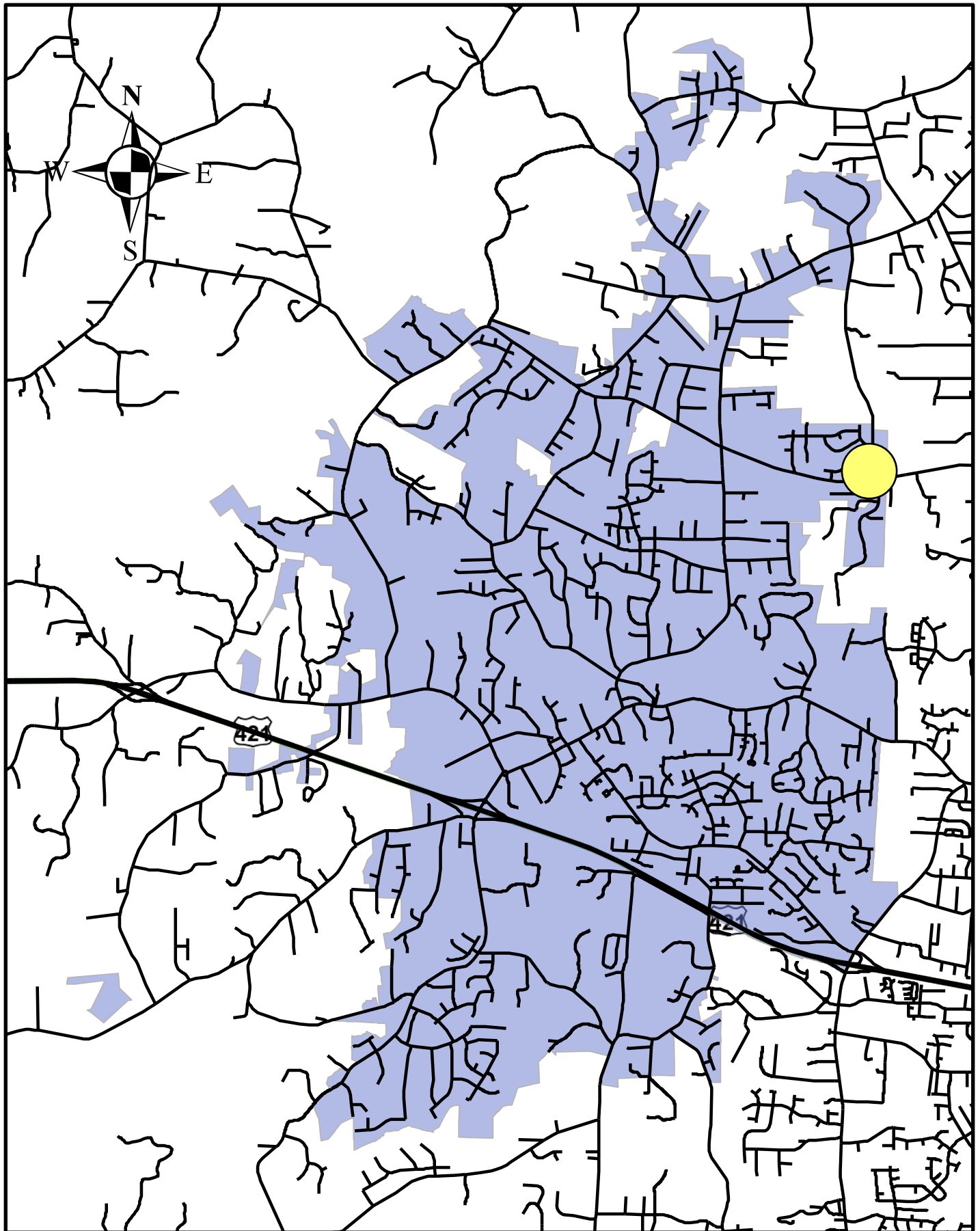
[Signature]
Applicant Signature

Staff Signature

File# _____

Fee Paid _____

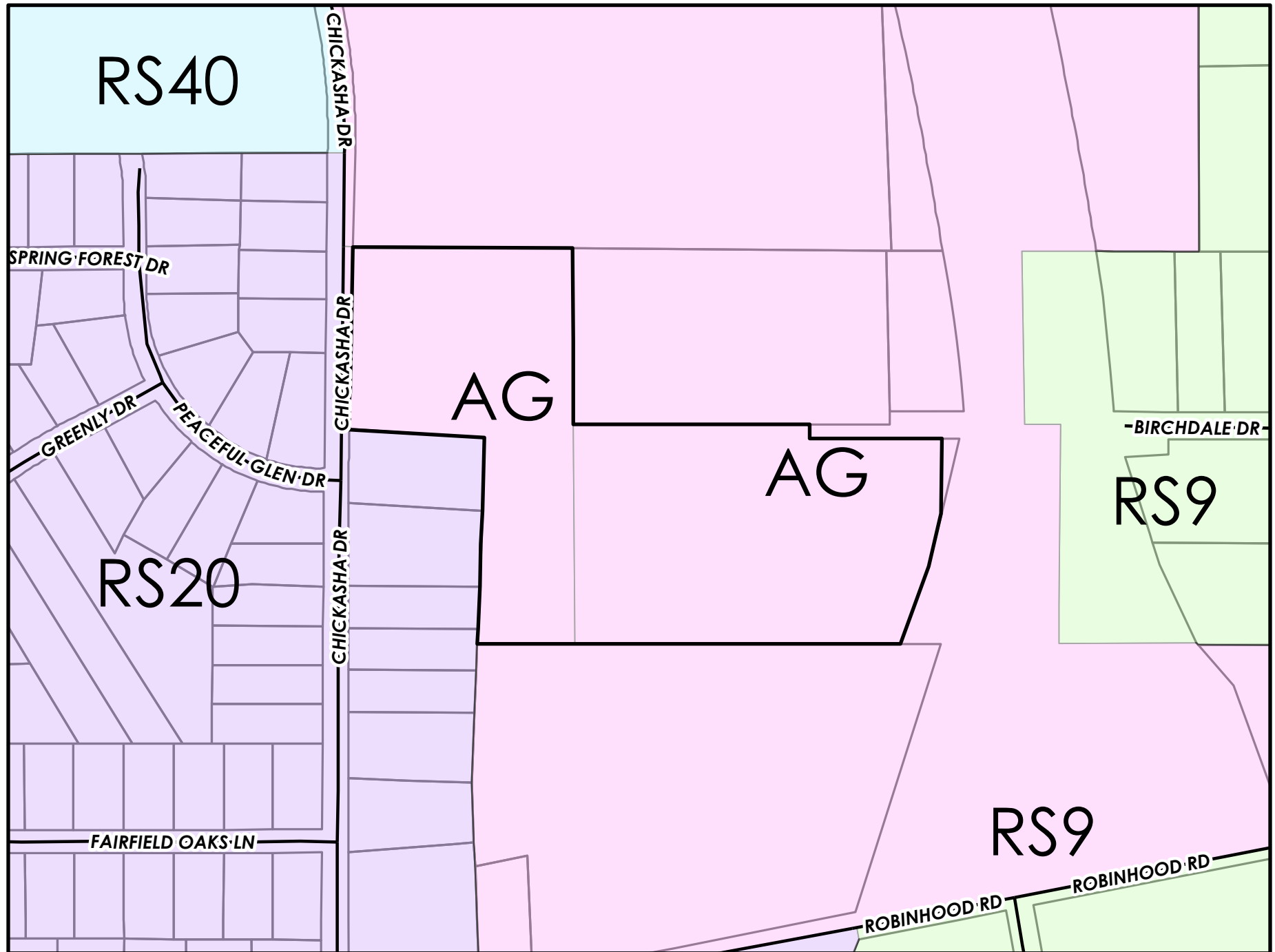
L-119 CHICKASHA DRIVE VICINITY MAP



0 0.25 0.5 1 Miles



L-119 CHICKASHA DRIVE ZONING MAP

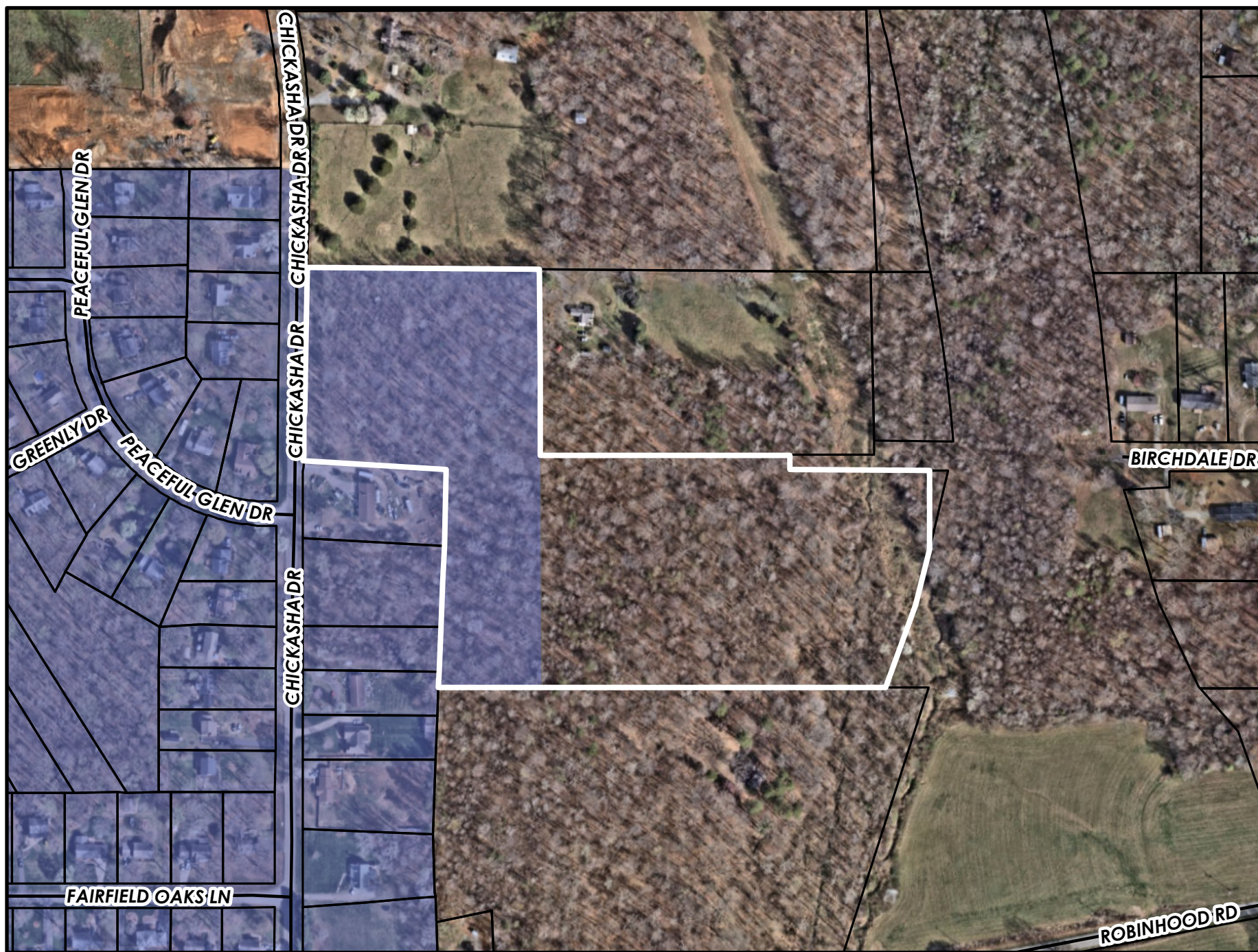


0 125 250 500 Feet

Map Created by Lynn Cochran



L-119 CHICKASHA DRIVE AERIAL MAP



0 75 150 300 Feet

Map Created by Lynn Cochran

USES IN THE AGRICULTURAL ZONING DISTRICT (AG)

Uses permitted by-right within zoning district (zoning permit and development standards may apply):

- Adult Day Care Home
- Agricultural Production, Crops
- Animal Feeding Operation
- Cemetery, Private, Family
- Community Garden
- Farmer's Market
- Family Care Home
- Micro-Brewery, -Distillery (only with Bona Fide Farm Status)
- Recreation Facility, Public
- Residential Building, Single Family
- Vineyard, Winery
- Special Event Center (only with Bona Fide Farm Status)
- Swimming Pool, Private

Temporary Uses:

- Family Health Care Structure

Uses permitted with Planning Board Review:

- Religious Institution, Neighborhood
- Major Subdivision, residential

Uses requiring a special use permit from the Zoning Board of Adjustment:

- Borrow Site
- Cemetery, Licensed
- Child Day Care Facility
- Dirt Storage
- Family Group Home Facility
- Golf Course
- Habilitation Facility
- Kennel
- Landfill, LCID
- Library, Public
- Life Care Community
- Recreation Services, Outdoor
- Recreational Vehicle Park
- Riding Stable
- School, Private, Charter
- School, Public
- Shooting Range, Indoor
- Utilities
- Transmission Tower

Uses subject to Conditional Zoning:

- Planned Residential Development

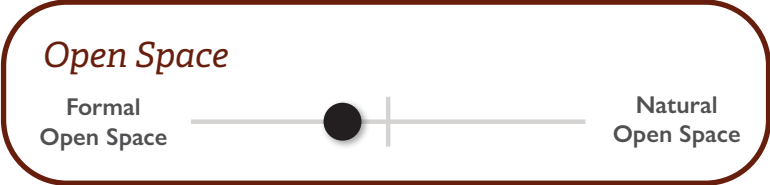
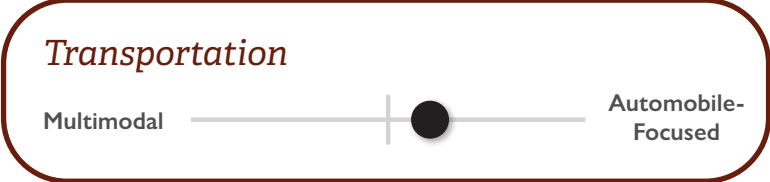
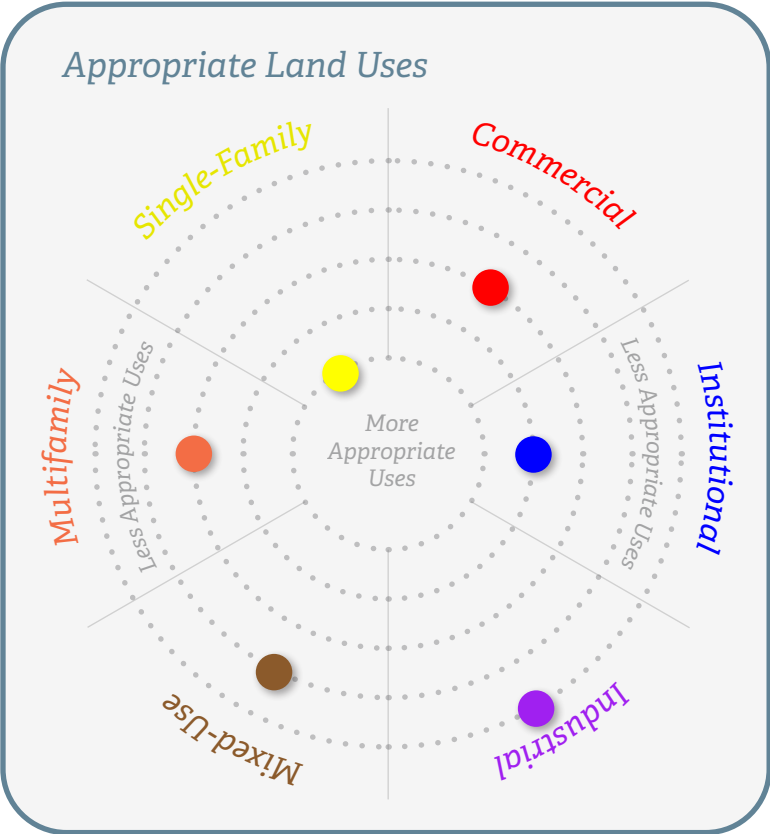
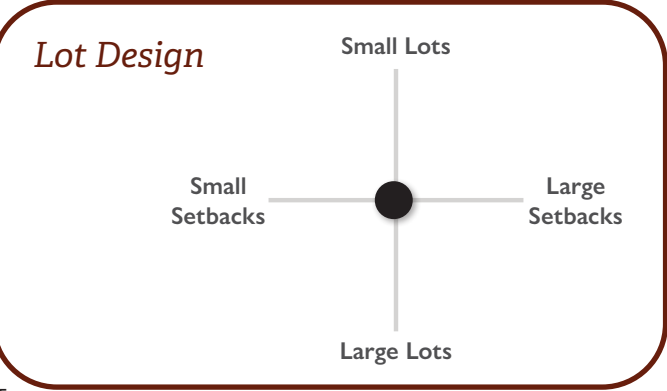
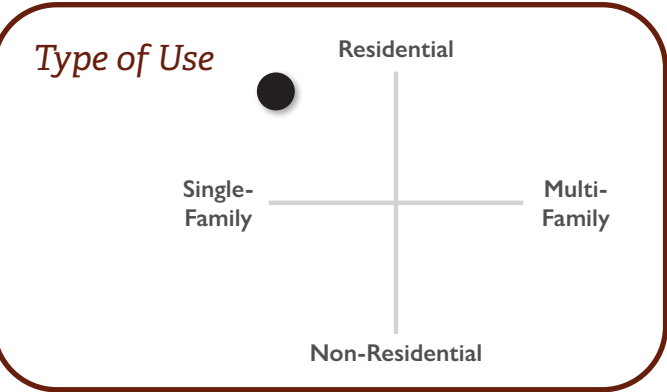
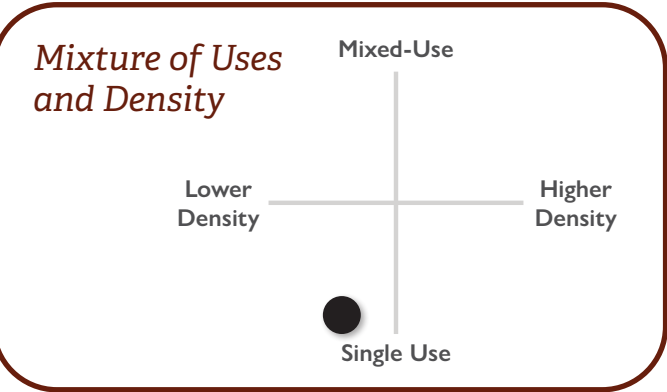
Neighborhood Residential

Neighborhood Residential accounts for many of the suburban-style, lower-density residential areas that have been built during the past 20 years. While most of the existing neighborhoods have a uniform housing type, future Neighborhood Residential areas should promote a mixture of housing sizes and prices as well as efficient neighborhood design, where appropriate. Neighborhood Residential areas of the future could include single-family homes and townhomes in a clustered design.

Intent

- » Enhance existing low-density residential areas with improved connectivity, better bicycle and pedestrian amenities, and additional park and open space opportunities.
- » Allow diversification of housing stock in ways that are sensitive to established residential areas.
- » Provide a transition to the most rural portions of the study area.
- » Explore ways to limit the impact of residential development through innovative neighborhood design.

Characteristics





ZONING MAP AMENDMENT L-119 TOWN OF LEWISVILLE PLANNING CONSISTENCY AND REASONABLENESS DETERMINATIONS

The Board has reviewed *Zoning Map Amendment L-119*, rezoning from Agricultural (AG Forsyth County) to Agricultural (AG Lewisville). As required by NCGS § 160D, the Board makes the following findings:

Consistency.

- Those areas of Lewisville located closest to the subject property are designated as the neighborhood residential place type.
- The property is adjacent to other properties zoned Agricultural (AG).
- Zoning patterns in the area include several different types of Single-Family Residential, along with Agricultural.

Reasonableness.

- Measuring (+/-) 14.76 acres, the size of this property is typical of the area.
- Rezoning from AG (Forsyth County) to AG (Lewisville) will allow very similar uses.
- For the purposes of annexation, the subject property is located adjacent to the contiguous corporate limits of the Town of Lewisville.



ZONING MAP AMENDMENT L-119 TOWN OF LEWISVILLE PLANNING DRAFT MOTION TO APPROVE OR DENY

APPROVE

"I move to APPROVE this request, based upon the Consistency & Reasonable Determinations Statements that are included in the agenda packet, as may be amended."

DENY

"I move to DENY this request based upon the Consistency & Reasonable Determinations Statements that are included in the agenda packet, as may be amended."



**ORDINANCE 2026-017 OF THE LEWISVILLE TOWN COUNCIL
AMENDING BUDGET ORDINANCE 2026-001 FOR FISCAL YEAR 2026-2027**

WHEREAS, the Lewisville Town Council adopted Budget Ordinance 2026-001 for fiscal year 2026-2027 on June 11, 2026, which includes the 2026-2027 fee schedule;

WHEREAS, effective October 9, 2026, Notary service fees will be implemented at a rate of \$9 (nine) for one notarized signature, \$10 (ten) for two notarized signatures, and \$11 (eleven) for three or more notarized signatures for all non-resident notarizations;

WHEREAS, Notarizations will remain free for any notary needs of Lewisville residents; and

NOW, THEREFORE, BE IT ORDAINED BY THE LEWISVILLE TOWN COUNCIL that Appendix C - Fee Schedule of the 2026-001 Budget Ordinance is hereby amended as referenced in the attached schedule.

Adopted and enacted this the 8th day of October 2026 by the Lewisville Town Council.

ATTEST:

Billy Carter, Jr., Mayor

Angela Lord, Town Clerk

**APPENDIX C
FEE SCHEDULE**

Updated 10/8/2026

Resource			Account Number
Town Code Chapter 16			
Facility Rental and Associated Fees			
G. Galloway Reynolds Community Center	Fees for 4 Hours	Surcharge	
Comm Ctr: Flr 1 or 2 - Resident	\$35		10-00-3343-4002
Comm Ctr: Flr 1 or 2 - Non-Resident	\$35	\$100	10-00-3343-4002
Comm Ctr: Flr 1 w/ kitchen - Resident	\$55		10-00-3343-4002
Comm Ctr: Flr 1 w/ kitchen - Non-Resident	\$55	\$100	10-00-3343-4002
Comm Ctr: Entire Bldg w/ Kitchen - Resident	\$85		10-00-3343-4002
Comm Ctr: Entire Bldg w/ Kitchen - Non -Resident	\$85	\$100	10-00-3343-4002
Refundable cleaning deposit	\$200		10-00-2160-1000
(Additional hours are priced at \$15 per hour)			
Damages (fee to be determined by cost of damage and/or repair)			

Officer Fees (minimum 4 hrs each) (Required to serve alcohol [minimum 2] and large events support) (Required for high attendance events) Cancellations with less than 24 hours notice prior to start time, officers will be paid \$55 per hour for a minimum of 4 hours and supervisors \$60 per hour for a minimum of 4 hours. Private events must contract directly with the Forsyth County Sheriff's Office.	\$55 per hour per officer \$60 per hour per supervisor		
Hank Chilton Pavilion at Shallowford Square	Fees for 4 Hours	Surcharge	
Town Square Pavilion - Resident	\$35		10-00-3343-4003
Town Square Pavilion - Non-Resident	\$35	\$100	10-00-3343-4003
Refundable cleaning deposit	\$200		10-00-2160-1000
(Additional hours are priced at \$15 per hour)			
Damages (fee to be determined by cost of damage and/or repair)			
Officer Fees (minimum 4 hrs each) (Required to serve alcohol [minimum 2] and large events support) (Required for high attendance events) Cancellations with less than 24 hours notice prior to start time, officers will be paid \$55 per hour for a minimum of 4 hours and supervisors \$60 per hour for a minimum of 4 hours. Private events must contract directly with the Forsyth County Sheriff's Office.	\$55 per hour per officer \$60 per hour per supervisor		

Jack Warren Park Pavilion	Fees for 4 Hours	Surcharge	
Jack Warren Park Pavilion - Resident	\$35		10-00-3343-4004
Jack Warren Park Pavilion - Non-Resident	\$35	\$100	10-00-3343-4004
Refundable cleaning deposit	\$200		10-00-2160-1000
(Additional hours are priced at \$15 per hour)			
Damages (fee to be determined by cost of damage and/or repair)			
Officer Fees (minimum 4 hrs each) (Required to serve alcohol [minimum 2] and large events support) (Required for high attendance events) Cancellations with less than 24 hours notice prior to start time, officers will be paid \$55 per hour for a minimum of 4 hours and supervisors \$60 per hour for a minimum of 4 hours. Private events must contract directly with the Forsyth County Sheriff's Office.	\$55 per hour per officer \$60 per hour per supervisor		
Mary Alice Warren Community Center	Fees for 4 Hours	Surcharge	
Shallow Ford Multi-Purpose Room - Resident	\$200		10-00-3343-4005
Shallow Ford Multi-Purpose Room - Non-Resident	\$200	\$100	10-00-3343-4005
(Additional hours are priced at \$50 per hour.)			
Lewisville Multi-Purpose Room - Resident	\$300		10-00-3343-4005

Lewisville Multi-Purpose Room - Non-Resident	\$300	\$100	10-00-3343-4005
(Additional hours are priced at \$75 per hour.)			
Vienna Multi-Purpose Room - Resident	\$200		10-00-3343-4005
Vienna Multi-Purpose Room - Non-Resident	\$200	\$100	10-00-3343-4005
(Additional hours are priced at \$50 per hour.)			
Shallow Ford Multi-Purpose Room w/ Kitchen - Resident	\$275		10-00-3343-4005
Shallow Ford Multi-Purpose Room with Kitchen - Non-Resident	\$275	\$100	10-00-3343-4005
(Additional hours are priced at \$50 per hour.)			
Magnolia Activity Room - Resident	\$100		10-00-3343-4005
Magnolia Activity Room - Non-Resident	\$100	\$100	10-00-3343-4005
(Additional hours are priced at \$25 per hour.)			
Great Wagon Conference Room - Resident	\$25 per hour (no minimum hour requirement)		10-00-3343-4005
Great Wagon Conference Room - Non-Resident	\$25 per hour (no minimum hour requirement)	\$100	10-00-3343-4005
Kitchen	\$75		10-00-3343-4005
Refundable cleaning deposit (per room)	\$300		10-00-2160-1000

Amenities requested as needed - EXTRA - to be determined per rental			
Damages (fee to be determined by cost of damage and/or repair)			
Officer Fees (minimum 4 hrs each) (Required to serve alcohol [minimum 2] and large events support) (Required for high attendance events) Cancellations with less than 24 hours notice prior to start time, officers will be paid \$55 per hour for a minimum of 4 hours and supervisors \$60 per hour for a minimum of 4 hours. Private events must contract directly with the Forsyth County Sheriff's Office.	\$55 per hour per officer \$60 per hour per supervisor		
Mike Horn Amphitheater	Fees for 4 Hours	Surcharge	
Mike Horn Amphitheater - Resident	\$35		10-00-3343-4007
Mike Horn Amphitheater - Non-Resident	\$35	\$100	10-00-3343-4007
Refundable cleaning deposit	\$200		10-00-2160-1000
(Additional hours are priced at \$15 per hour)			
Damages (fee to be determined by cost of damage and/or repair)			
Officer Fees (minimum 4 hrs each) (Required to serve alcohol [minimum 2] and large events support) (Required for high attendance events) Cancellations with less than 24 hours notice prior to start time, officers will be paid \$55 per hour for a minimum of 4 hours and supervisors \$60 per hour for a minimum of 4 hours. Private events must contract directly with the Forsyth County Sheriff's Office.	\$55 per hour per officer \$60 per hour per supervisor		

Event Fees			
Parks and Recreation Program Fees			
Fee to be determined by cost of program			10-00-3302-3001
Instructor fees		\$10 per class (when instructor charges a participant fee)	10-00-3343-4006
Planning & Zoning Fees			
Rezoning - General District	\$1,200		10-00-3352-4000
Rezoning - Conditional District	\$1,500		10-00-3352-4000
UDO Text Amendment	\$900		10-00-3352-4000
Amending Conditional Zoning Uses	\$900		10-00-3352-4000
Planning Board Review (Other than Rezoning)	\$600		10-00-3352-4000
Special Use Permit by Elected Body	\$1,100		10-00-3352-4000
ZBOA Special Use Permit	\$500		10-00-3352-4000
ZBOA Variance	\$350		10-00-3352-4000
ZBOA Appeal of Administrative Decision	\$350		10-00-3352-4000
Major Site Plan Amendment - Board Review	\$500		10-00-3352-4000
Minor Site Plan Amendment - Administrative	\$150		10-00-3352-4000
Zoning Certification Letter	\$25		10-00-3352-4000

Subdivision Fees			
Subdivision Major (final plat)	\$1,500		10-00-3352-4000
Subdivision Minor (final plat)	\$500		10-00-3352-4000
Exempt Plat (Final Plat)	\$175		10-00-3352-4000
Planning Staff Sub-Division Denial Appeal	\$50		10-00-3352-4000
Driveway Permit Fees			
Residential	\$50		10-00-3352-4000
Commercial	\$250		10-00-3352-4000
Map Printing & Other Planning & Zoning Fees			
Zoning Board of Adjustment Fees & Inspection Fees (See Winston-Salem Fee Schedule)			
Land Use, Zoning, and Special Map Copies	\$25		10-00-3352-4000
Miscellaneous Planning & Zoning Publications:	<i>Per Page</i>		
Black & White	\$0.05		10-00-3352-4000
Color	\$0.10		10-00-3352-4000
Outside Vendor Copy	Cost		10-00-3352-4000

Street Name Change (resident initiated)	\$200 + Cost		10-00-3352-4000
Street Closing Request (resident initiated)	\$400		10-00-3352-4000
Temporary Sign Permits	\$35		10-00-3328-0000
Storm Water Fees			
Review - No BMP Required			
1st Disturbed Acre	\$250		10-00-3329-0000
Each additional disturbed acre	\$40		10-00-3329-0000
Resubmittal:			
1st Disturbed Acre	\$250		10-00-3329-0000
Each additional disturbed acre	\$40		10-00-3329-0000
Review - BMP Required			
1st Disturbed Acre	\$250		10-00-3329-0000
Each additional disturbed acre	\$100		10-00-3329-0000
Per Quantity BMP	\$500		10-00-3329-0000
Resubmittal:			
1st Disturbed Acre	\$250		10-00-3329-0000
Each additional disturbed acre	\$100		10-00-3329-0000
Per Quantity BMP	\$500		10-00-3329-0000

Non-Review Administration Fee Less Than 1 acre	\$200		10-00-3329-0000
Miscellaneous Fees			
MSD Fishing License for other Lewisville Residents	\$100		10-00-3839-8000
Town Code Chapter 17			
Abandoned, Hazardous, Junked Vehicles (see towing company fees)			
Town Code Chapter 43			
Tall Grass Nuisances (mowing) administrative fee	\$50		10-00-3839-8000
Tall Grass Nuisances (mowing) contractor abatement			
Operator	\$100 per hour		10-00-3839-8000
Equipment	\$100 per hour		10-00-3839-8000
Nuisances - Attorney Fees (per incident)			
Bulky Item Removal			
Long Bed Pick-Up Truck Load	\$100		10-00-3839-8000

6'x12' Trailer	\$275		10-00-3839-8000
Combined Use of Truck and Trailer	\$375		10-00-3839-8000
Photo Copies:	<i>Per Page</i>		
Black & White	\$0.05		10-00-3839-8000
Color	\$0.10		10-00-3839-8000
Outside Vendor Copy	Cost		10-00-3839-8000
Comprehensive Plan Copy (1 copy per household for residents - free)	\$25		10-00-3839-8000
Lewisville Street Map	\$3		10-00-3839-8000
Paver Bricks (Shallowford Square)	\$150		10-00-3841-8000
Tree Honoraries/Memorials (Jack Warren Park)	\$300		10-00-3841-8000
Bench Honoraries/Memorials (Jack Warren Park)	\$600		10-00-3841-8000
Check Returned for Insufficient Funds	\$36		10-00-3839-8000
Thumb Drive Fee	\$10		10-00-3839-8000
Budget Copies (1 copy per household for residents - free)	\$3		10-00-3839-8000
Permit Application Fee for Itinerant Merchants and Peddlers	\$10		10-00-3125-0001
<i>A Gardner's Guide to Landscaping and Plants</i> by the Beautification Committee	\$5		10-00-3839-8000

Board of Election filing fee for the offices of Mayor and Council Member payable to the Forsyth County Board of Elections	\$5		
Traffic Control Measures (See Policy)			10-00-3303-3000
Pedestrian Crossing Treatments (See Policy)			10-00-3303-3000
Notary Fees			
Residents - Personal Use and Business Use	Free of charge		
Non-residents	\$9 for one signature; \$10 for two signatures; \$11 for three or more signatures		10-00-3840-0000

* Fee includes posting of signs on the property, legal advertising and, if applicable, the mailing of letters to adjoining property owners.



**ORDINANCE 2026-020 OF THE LEWISVILLE TOWN COUNCIL
AMENDING CHAPTER 16 PARKS, RECREATION, AND CULTURAL DEVELOPMENT
FACILITY USE EXEMPTION POLICY**

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 would need to be updated;

WHEREAS, changes in the status of town facilities necessitates amendments to the Parks, Recreation and Cultural Development Policies; and

NOW, THEREFORE, BE IT RESOLVED THAT THE LEWISVILLE TOWN COUNCIL amends Town Code 16-14 (J)(3) to update organizations approved by the Town Council as exempt from the payment of user fees and deposits at Shallowford Square, G. Galloway Reynolds Community Center, and Jack Warren Park; and that User fees for grandfathered exempted users at Mary Alice Warren Community Center are outlined in 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.

Adopted this the 8th day of October 2026.

ATTEST:

Billy Carter, Jr., Mayor

Angela Lord, Town Clerk



**ORDINANCE 2026-020 OF THE LEWISVILLE TOWN COUNCIL
AMENDING CHAPTER 16 PARKS, RECREATION, AND CULTURAL DEVELOPMENT
FACILITY USE EXEMPTION POLICY**

§ 16-14 FACILITY USE EXEMPTION POLICY.

E. User fee exemptions. Organizations may be exempted from the payment of user fees and deposits as approved by the Town Council. Exemption requests will be reviewed by the Special Projects Review Committee. Upon completion of review by the Special Projects Review Committee, a recommendation will be made to Town Council. Full exemptions shall be in the form of a town 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 or its residents;
- b. Uses a location within the town for its primary service place;
- c. Has an office in the Town of Lewisville;
- d. Has a majority of town residents in its service population;
- e. Conducts a majority of its activities in the town; or
- f. Focus a significant program in the town.

3. Organizations grandfathered by the Town Council (as listed in Chapter 16-14 (J)(3) a through k), 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.

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).

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

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

- a. Lewisville Civic Club.



**ORDINANCE 2026-020 OF THE LEWISVILLE TOWN COUNCIL
AMENDING CHAPTER 16 PARKS, RECREATION, AND CULTURAL DEVELOPMENT
FACILITY USE EXEMPTION POLICY**

- b. Winston-Salem/Forsyth County Schools (serving Lewisville; limited to 4/year/school). Lewisville Elementary School, Lewisville Middle School, Reagan High School, Vienna Elementary School, West Forsyth High School.
- c. Boy Scouts of America (local units sponsored by local organizations).
- d. Girl Scouts of America (local units sponsored by local organizations).
- e. Lewisville Garden Clubs.
- f. Lewisville Historical Society.
- g. Lewisville Area Arts Council (LAAC).
- h. Lewisville Branch Library (cooperative agreement with the Forsyth County Library System).
- i. American Legion.
- j. Homeowner Association (once yearly meetings).
- k. Vienna Civic Club.
- ~~l. Shepherd's Center.~~
- ~~m. Rotary Club of Western Forsyth County (events only).~~
- ~~n. Forsyth Home Educators (limited to 4 activities/year, no classes).~~
- ~~o. Shallow Ford Foundation.~~
- ~~p. The American Red Cross (blood drives only).~~
- ~~q. Lewisville-Clemmons Chamber of Commerce LEADS (weekly meeting at G Galloway Reynolds).~~
- ~~r. Piedmont Flyers Club (for monthly meeting in the Great Wagon Room within the Mary Alice Warren Community Center).~~
- o. Forsyth County AuxComm (one training conducted per year with the use of up to two rooms within the Mary Alice Warren Community Center.)



TOWN OF LEWISVILLE
Budget Amendment Ordinance 2026-021
Amending Budget Ordinance 2026-001

FINANCE DEPARTMENT USE ONLY
Budget Amendment # 3
Pam Orrell, Finance Director

<u>CODE</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>	<u>CODE</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>
10-00-4110-4995	General Fund - Governing Body - Transfer to WRMSD Special Revenue Fund	\$ 100,985.71	10-00-3990-9000	General Fund - Fund Balance Appropriated	\$ 100,985.71
		\$ 100,985.71			\$ 100,985.71

EXPLANATION: To transfer \$100,985.71 from the General Fund to the Willow Run Municipal Service District Special Revenue Fund, which represents the MSD's portion of sales tax revenue collected from the NC Department of Revenue between July 1, 2015 and June 30, 2025.

RECOMMENDED BY: Pam Orrell, Town Finance Director

Approved and effective upon adoption this the 8th day of October, 2026 by the Lewisville Town Council.

ATTEST:

Billy Carter, Jr., Mayor

Angela Lord, Town Clerk



STAFF REPORT

ITEM:	LOCAL SALES TAX REVENUE
SUBJECT:	LOCAL SALES TAX REVENUE
PREPARED BY:	PAM ORRELL, FINANCE DIRECTOR
DATE SUBMITTED:	10/1/2026

BACKGROUND/SUMMARY:

Local sales tax revenue is the second largest revenue source for the Town of Lewisville. It is collected by the State and then allocated and distributed to the counties and municipalities in North Carolina. It has come to our attention that a portion of the local sales tax revenue sent to the Town of Lewisville in past years should have been shared with the Willow Run Municipal Service District (MSD) as well. In the remainder of this staff report, I will explain the process of how the sales tax is collected and distributed.

The State of North Carolina collects sales tax from merchants. As an example, sales tax in Forsyth County is 7%.

State sales tax	4.75%
County sales tax	2.00%
Forsyth Co sales tax	0.25%
Total sales tax	<u>7.00%</u>

The State keeps the 4.75% to support their operations. The .25% is sent directly to Forsyth County to support education. The remaining 2% is considered the local sales tax revenue that is allocated to all of the 100 counties in NC. The 2% is composed of 4 different types of local sales tax:

Article 39
Article 40
Article 42
Hold Harmless

The Article 39, 40, and 42 sales tax is allocated to the counties based on various formulas that involve “point of sale” and population. The amount of local sales tax allocated to the counties is then distributed to the various municipalities within each county based on one of two distribution

methods: (1) ad valorem levy, or (2) population. Each county chooses their own method of distribution. If the county wants to change the distribution method for sharing with its municipalities, it must do so by April 1 of each year and by resolution of the governing board. Forsyth County traditionally has used the ad valorem method to distribute sales tax to its municipalities.

According to NC General Statute 105-472(b)(2), if a county uses the ad valorem method to distribute its allocation of local sales tax to all of the municipalities in the county, then each municipality must share the sales tax revenue with any of their own special taxing districts. We were not aware of this provision in the statutes and thus have not been sharing the local sales tax distributed to the Town of Lewisville with the Willow Run MSD.

The UNC School of Government has recently provided some guidance in this area. Once, the Town receives its distribution each month, we are to divide it between the Town and the MSD based on the amount of ad valorem levy for each one. Of course, we have immediately begun sharing the local sales tax revenue with the MSD in the current year 2026-2027. Since the FY 2025-2026 has yet to be closed and approved by the Local Government Commission, we have been able to go back to July 1, 2025 and correct the allocations between the Town and the MSD. This amounted to \$25,525.40 being allocated to the MSD for the FY 2025-2026.

What to do about prior years is more complicated. The statute does not address how to correct for failure to make these distributions in past years. The School of Government does cite General Statute 1-52(2) which provides a 3-year limitation period for an action upon a liability created by statute. If we follow this 3-year statute of limitation, the look back period would be the fiscal years ending June 30, 2026, 2025, and 2024. As we have already corrected the year ended June 30, 2026, then the remaining years to correct would be as follows:

Fiscal Year	General Fund	Willow Run MSD	Total Local Sales Tax Revenue
2023-2024	\$ 1,214,345.22	\$ 12,453.93	\$ 1,226,799.15
2024-2025	\$ 1,276,313.11	\$ 13,670.92	\$ 1,289,984.03
Total	\$ 2,490,658.33	\$ 26,124.85	\$ 2,516,783.18

STAFF RECOMMENDATION AND REQUESTED ACTION:

Staff is requesting guidance from the Town Council on the amount to transfer to the MSD from the General Fund in FY 2026-2027 for past sales tax distributions. As described in the chart above, a distribution for the FY 23-24 and FY 24-25 would be \$26,124.85. This would cover the period for the 3-year statute of limitations. It is also worth noting that the records do exist to calculate the MSD share of sales tax revenue going back as far as FY 2015-2016.

FISCAL IMPACT:

Fiscal impact is yet to be determined.

ATTACHMENTS:

None