

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

1. Call to Order:

- A. Mayor Horn opened the meeting at 6:00 PM. In attendance were Mayor Mike Horn, Mayor Pro Tem Melissa Hunt and Council Members Ivan Huffman, Monte Long, Ken Sadler and Jane Welch. Also attending were Town Manager Stacy Tolbert, Town Clerk Dora Moore, Finance Director Pam Orrell, Public Works Director Jon Hanna, Planning Director Lynn Cochran, Operations Manager Brian Moore and Town Attorney Elliot Fus. Council Member Julia Puckett was 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. Quarterly shred event – Staff shared the frequency of community shred events held by groups in town as well as fee-based shredding opportunities in the community. Council believes a shred event or shredding service would be beneficial to the community and could be considered sustainability. Staff was requested to explore options for the Town to offer community shredding services.
- B. Facility Use Exemption Request
 - i. Lewisville Boy Scout Troop 752 (district event) – Boy Scout Troop 752 requested an exemption to use two rooms and the kitchen at Mary Alice Warren Community Center (MAWCC) on March 13, 2025 for a district scout event. Council consensus was to permit at half price and to add this to the regular meeting agenda.
 - ii. Staff was requested to look at incorporating facility use exemptions with the Special Grants Committee.
- C. Council Retreat topics – Topics for the Council Retreat were shared with Council. Committee chairs will be invited to speak 10-15 minutes each to share feedback about their respective committee.
- D. NCLM 2025-2026 Biennium Goals
 - i. Voting delegate designation – Council consensus was for Mayor Horn to serve as the voting delegate.
 - ii. Legislative goals selection – Council selected the following as their requested NCLM goals:
 - Expand funding opportunities for disaster resiliency and recovery efforts.
 - Establish long-term funding streams that adequately address water, sewer, stormwater, transportation and other infrastructure needs.
 - Expand state transportation funding streams for construction and maintenance of municipal and state-owned secondary roads.
 - Create incentives that encourage and adequately fund regionalized water and sewer solutions.
 - Create an orphan road program whereby the state improves those roads to NC Department of Transportation standards before municipalities assume maintenance responsibilities.
 - Support technical assistance programs to assist municipalities with securing or maintaining grants or other necessary municipal resources.
 - Address the needs of a changing municipal workforce through state assistance that supports employee retention, including training and recruitment.

- Update the annexation petition thresholds to make voluntary annexations easier to initiate.
- Preserve authority for extraterritorial jurisdiction to ensure that growth is well-planned and investments by homeowners and business owners are protected.
- Protect the liability of municipal elected officials, acting on behalf of local voters, to determine election formats, districts and other election matters currently under their purview.

3. **Items Requiring Action at Briefing – None**

4. **Administrative Reports**

A. Town Manager

- i. Town survey – The Town survey will be available to residents early March and will be advertised in the March/April newsletter. This year, the survey will be done electronically only. Questions will be similar to those in the past to develop trends. Mayor Horn and Council Member Welch offered to assist staff on this endeavor.

B. Clerk

- i. Christmas tree pickup begins January 13
- ii. E-cycle January 18, 9am-1pm
- iii. Town offices closed January 20
- iv. Council retreat at Mary Alice Warren Community Center
 - January 31 beginning at 6 PM, meal at 5:30 PM
 - February 1 beginning at 9 AM, breakfast at 8:30 AM
- v. Applications to serve on Town boards and committees are being accepted until January 31. Appointments to be made March 13.
- vi. Winter Art Show February 7, 4:30-6:30 PM, MAWCC
- vii. CPR class February 8, 8 AM- Noon
- viii. Town & State Dinner February 26 – **RSVP by February 1**

C. Public Works Director

- i. PARTF/Jack Warren Park improvements – A work day was held in December with staff, Mayor Horn and several committee members participating. Final details for the project are being worked out with hopes of the dedication being held in the spring.
- ii. Paving update – Crack filling in Shallowford Lakes is underway and going well. Once this area is completed, the project will move to Sequoia, Arbor Run and Oak Grove areas. Mr. Hanna also shared he is developing a paving bid list and hopes to have information for Council next month.
- iii. Tree replacement update – Tree replacements in the Belgrove neighborhood has been completed. Mr. Hanna will share project details with the Ridgecrest Homeowners Association this month prior to beginning that tree replacement project.

- D. Community Center Operations Manager – Mr. Moore shared the quarterly report regarding rentals and programs at MAWCC.

5. **Tentative Agenda Items for Regular Meeting on January 9, 2025**

A. Consent Agenda

- i. Resolution 2025-001– Financial statements for five months ended November 30, 2024
- ii. Approval of Agenda Briefing Minutes – December 5, 2024
- iii. Approval of Special Meeting Minutes – December 11, 2024
- iv. Approval of Regular Meeting Minutes – December 12, 2024
- v. 2025 Meeting calendar, revised

- B. Introductions, Recognitions, Presentations and/or Proclamations
 - i. Presentation
 - a. Sheriff's Office
- C. Public Hearing
 - i. Proposed Charter Amendment – Staggered Terms
- D. Old Business
- E. New Business
 - i. Resolution 2025-003 – Extending vested rights to Great Wagon Road Townhomes project –
This resolution reaffirms the 5-year vested rights for the Great Wagon Road townhomes project. Manager Tolbert noted that the developer has been unable to begin their project due to awaiting the Great Wagon Road construction.
 - ii. Resolution 2025-004 – Setting public hearing for rezoning request – L-111 – 7505 Franklin Road – PB-C to RS-20 – This rezoning request is to eliminate the pedestrian business zoning to residential. The property owner is requesting the rezoning.
 - iii. Resolution 2025-005 – Setting public hearing for rezoning request – L-112 – 7035 Franklin Road – RS-20 and GI to IP – This request is from Temple Baptist Church so they can have all their properties under the same zoning.

6. For the Good of the Order

- A. Mayor Pro Tem Hunt thanked staff for going above and beyond with the cardboard recycling program. She also thanked Mayor Horn for his appropriate social media post addressing the issues at the site. Manager Tolbert concurred noting Mr. Hanna removed 4-5 truckloads of trash from the cardboard containers so there would be no contamination.
- B. Council Member Huffman was recognized for being on the local news channels during the Christmas season regarding the High Point soup kitchen.

7. **Adjournment** – Council Member Huffman moved to adjourn the meeting at 8:11 PM. The motion was seconded by Council Member Long and approved unanimously.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk