

**Lewisville Town Council**  
**Briefing and Action Meeting Minutes**  
**May 4, 2023 – 6:30 PM**  
**Lewisville Town Hall 2<sup>nd</sup> Floor Conference Room**  
**6510 Shallowford Road**

1. **Call to Order:**

- A. Mayor Horn opened the meeting at 6:30 PM. In attendance were Mayor Mike Horn, Mayor Pro Tem Jeanne Marie Foster and Council Members Melissa Hunt, Ken Sadler, and Jane Welch. Also attending were Town Manager James Ayers, Assistant Town Manager/Planning Director Stacy Tolbert, Finance Director Pam Orrell, Town Clerk Dora Moore, Public Works Director Jon Hanna, and Attorney Elliot Fus. Council Members Fred Franklin and David Smitherman were absent.
- B. Adoption of Agenda – Council Member Welch moved to approve the agenda. The motion was seconded by Council Member Hunt and approved unanimously.

2. **Items Requiring Council Direction**

- A. Lewisville-Clemmons Chamber of Commerce special events – Manager Ayers shared that the Lewisville-Clemmons Chamber of Commerce has shared two event ideas for them to host at the Mary Alice Warren Community Center (MAWCC): 1) an economic forum; and, 2) a family game night. A fee waiver to host the events has been requested. After some discussion, Council requested discussions continue to be held with the Chamber about events that would be more engaging to businesses.
- B. Resolution on pending legislation – Mayor Horn shared a proposed resolution opposing Senate Bill 317 and House Bill 562 that attempt to provide solutions to North Carolina’s affordable and workforce housing shortages while impacting planning and zoning ordinances. Council consensus was for the resolution to be placed on the May 11 agenda for consideration.

3. **Administrative Reports**

- A. Manager
  - i. Cyber security update – North Carolina League of Municipalities (NCLM) has debuted a cybersecurity assistance program to assess local government computer systems and map out security strategies. Town staff and the Town’s IT specialist will meet with NCLM cybersecurity experts next week. As part of the process, both Council and staff will receive training. Attorney Fus noted that North Carolina laws prohibit municipalities from bargaining if they are cyberattacked.
- B. Clerk
  - i. Boards & Committees Ice Cream Social – May 19, 4:30-6:30 PM, MAWCC
- C. Assistant Town Manager/Planner
  - i. Great Wagon Road playground relocation – Mrs. Tolbert shared a proposal for relocating the playground and swing sets at Shallowford Square, which are impacted by the Great Wagon Road project. The proposed area has a large hedge and would need some grading to level the area. Mrs. Tolbert is trying to ascertain how NCDOT will contribute to the relocation. It was noted the playground may be damaged when moved due to the way it was constructed/installed. Council consensus was given for the new location. *(The proposal is included with the minutes.)*
  - ii. Gateway project update – Biweekly meetings are being held with all parties involved with the Gateway project construction. Emergency communications have been discussed with the Lewisville Fire Chief. Kimley-Horn is developing graphics that can be used for community outreach on the Town’s website, social media, etc. If needed, updates will be emailed to Council on non-Council meeting weeks.

D. Public Works Director

- i. Jack Warren Park gate relocation – During the construction of MAWCC, the electrical lines for the Jack Warren Park gate were damaged. The Town was compensated for the damage. The gate is currently located at the entrance of Jack Warren Park. Over the past year, the parking area located inside the Jack Warren Park gate has been used as overflow parking for MAWCC events. With this in mind, Mr. Hanna proposes the gate be relocated to just past those parking spaces and in front of the sidewalk. Total cost for repairing and relocating the gate is \$17,389.73. Council consensus was for this item to be placed on the May 11 agenda for consideration. *(The proposal is included with the minutes.)*

4. **Agenda Items for Regular Meeting on May 11, 2023**

A. Tentative Agenda

i. Consent Agenda

- a. Resolution 2023-021– Financial statements for the nine months ended March 31, 2023
- b. Approval of Agenda Briefing Minutes –April 6, 2023
- c. Approval of Closed Session Minutes –April 6, 2023
- d. Approval of Regular Meeting Minutes – April 13, 2023

ii. Introductions, Recognitions, Presentations and/or Proclamations

a. Presentations

1. Historic Preservation
2. Sheriff's Office

iii. Public Hearing

- a. 2023-2024 Budget

iv. Old Business

v. New Business

- a. Ordinance 2023-016 – Order to collect 2023 taxes
- b. Ordinance 2023-017– Order to collect 2022 and prior years' taxes
- c. Voluntary Agricultural District (VAD)
  1. Mrs. Tolbert and Attorney Fus are working with Forsyth County on the Voluntary Agricultural District. Forsyth County will handle all hearings and will notify the Town of applications. Council consensus was for this item to be placed on the May 11 agenda for consideration.

5. **For the Good of the Order**

- A. Board of Elections update – For the one-day primary and one-day general elections, voters will enter MAWCC at the side near the kitchen versus the main entrance allowing for other events to be held at MAWCC during that time. There will be a designated area for signs and no handouts will be permitted. Council consensus was given for these one-day elections to be held at MAWCC.

6. **Adjournment** – Council Member Sadler moved to adjourn the meeting at 7:20 PM. The motion was seconded by Mayor Pro Tem Foster and approved unanimously.

ATTEST:

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Mike Horn, Mayor

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Dora K. Moore, Town Clerk