

Lewisville Town Council
Regular Meeting Minutes
May 8, 2025 – 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, Mayor Pro Tem Melissa Hunt, and Council Members Ivan Huffman, Tom Lawson, Monte Long, Ken Sadler and Jane Welch. Also attending were Town Manager Stacy Tolbert, Incoming Town Clerk Angie Lord, Finance Director Pam Orrell, Public Works Director Jon Hanna, Planning Director Lynn Cochran, and Attorney Elliot Fuss.
- B. Invocation – Mt. Tabor Methodist Reverend David Beam
- C. Pledge of Allegiance – Council Member Lawson
- D. Adoption of Agenda – Council Member Huffman moved to approve the agenda. The motion was seconded by Council Member Long and approved unanimously.

2. Consent Agenda

- A. Resolution 2025-015– Financial statements for nine months ended March 31, 2025
- B. Approval of Agenda Briefing minutes – April 3, 2025
- C. Approval of Regular Meeting minutes – April 10, 2025
- D. Approval of Budget Workshop minutes –April 14, 2025
- E. Approval of Budget Workshop minutes – April 21, 2025
- F. **UNSEAL** Closed Session Minutes – January 4, 2024; May 2, 2024; May 9, 2024; June 6, 2024

Council Member Welch moved to approve the consent agenda items. The motion was seconded by Council Member Sadler and approved unanimously. (*Resolution 2025-015 is herein incorporated by reference into the minutes.*)

3. Introductions, Recognitions, Presentations and/or Proclamations

- A. Introduction
 - i. Town Manager Tolbert recognized Incoming Town Clerk Angie Lord and highlighted Ms. Lord's employment and educational history.
 - ii. Mayor Pro-Tem Hunt recognized Sadie Mecham, West Forsyth High School senior and spoke to Ms. Mecham's collegiate aspirations at the University of North Carolina Chapel Hill.
- B. Recognition
 - i. Town Manager Tolbert recognized Veronica Leasure, Communication's Specialist on her receipt of the North Carolina City & County Communicators (NC3C) Excellence in Communications Award. Town Manager Tolbert highlighted the creation of The Lewisville Insider by Ms. Leasure and commended the talents of town staff.
- C. Proclamation
 - i. Proclamation 2025-001 - Historic Preservation Month (*Proclamation 2025-001 is herein incorporated by reference into the minutes.*)
Mayor Horn read and presented the Historic Preservation Proclamation to Noah Reynolds of the Historic Resources Commission. The Historic Commission Annual Report was presented by Mr. Reynolds. A brief overview of the commissions research project was shared.
- D. Presentations

- i. There were no presentations for this agenda.
- 4. **Public Forum**
 - i. There were no speakers for the public forum.
- 5. **Public Hearing**
 - A. 2025-2026 Budget
 - i. Staff presentation

Town Manager Tolbert voiced appreciation to Council and staff on the budget process and spoke to three budget work sessions on April 14, April 21 and April 24. Town Manager Tolbert presented the Managers proposed budget for Fiscal Year (FY) 2025-2026 of \$8,056,278.00 and explained the budget had been balanced with a decrease in the property tax rate from 21.7 cents per \$100 of valuation to an even 18 cents per \$100 of valuation, which equated to a 3.7 cents decrease. Town Manager Tolbert explained the public hearing for this meeting and a final budget presentation to Council at the June 12, 2025 Town Council meeting.
 - ii. Public hearing
 - (a) Brady Allen commended Council and staff on budget discussions, collaboration, and the reduction of the property tax rate.
 - iii. Council discussion
 - (a) Council expressed appreciation for a forward-thinking approach, community engagement, and a collaborative effort.
- 6. **New Business**
 - A. Ordinance 2025-009 – Amend Planning Board Charter – Town Manager Tolbert outlined the proposed amendments and highlighted the need to reflect consistency with other boards and committees. Council Member Lawson moved to approve Ordinance 2025-009. The motion was seconded by Council Member Sadler and motion passed unanimously. (*Ordinance 2025-009 herein incorporated by reference into the minutes.*)
 - B. Resolution 2025-016 – Suggested Rules of Procedure – Attorney Fus presented the suggested rules of procedure for Council, explained customization for the Town of Lewisville and the need to adopt the updated rules by the University of North Carolina Chapel Hill School of Government. Council Member Huffman moved to approve Resolution 2025-016. The motion was seconded by Council Member Long and motion passed unanimously. (*Ordinance 2025-016 herein incorporated by reference into the minutes.*)
 - C. Ordinance 2025-010 – Close Gateway Project Capital Projects Fund – Finance Director Orrell explained the completion of the project, stated approval by the North Carolina Department of Transportation to close the project, explained staff recommendation to close out the capital project fund, and the transfer of remaining funds to the Round-a-bout project. Ms. Orrell stated the fund balance to be transferred would be \$1,021,302.00 plus accumulated earnings. Council Member Welch inquired about project completion on schedule and if additional funding had been needed to which Town Manager Tolbert explained the project had been completed on schedule and on budget. Mayor Horn shared comments by members of the North Carolina League of Municipalities that had traveled through Lewisville. Council Member Huffman moved to approve Ordinance 2025-010. The motion was seconded by Council Member Welch and motion passed unanimously. (*Ordinance 2025-010 herein incorporated by reference into the minutes.*)
 - D. Ordinance 2025-011 – Close Lewisville-Vienna Multipurpose Path Capital Projects Fund – Ms. Orrell explained Council’s decision to not pursue the project, shared the fund had \$382,969 plus accumulated earnings, stated staff recommendation to close out the fund, and to move

funds to the Round-a-bout project. Mayor Horn explained an increase in sidewalk project materials, the reasoning in not pursuing the path project, and that the following item would be similar. Mayor Horn spoke to additional funding being added to the reserve funds and to a future project for the sidewalks. Council Member Lawson moved to approve Ordinance 2025-011. The motion was seconded by Council Member Sadler and motion passed unanimously. **(Ordinance 2025-011 herein incorporated by reference into the minutes.)**

- E. Ordinance 2025-012 – Close Shallowford Road CMAQ Sidewalk Capital Projects Fund – Ms. Orrell outlined the need to close out the fund to move the Round-a-bout project, and stated the amount to be moved was \$281,485 plus accumulated earnings. Council Member Sadler moved to approve Ordinance 2025-012. The motion was seconded by Mayor Pro-Tem Hunt and motion passed unanimously. **(Ordinance 2025-012 herein incorporated by reference into the minutes.)**

2. Administrative Reports

- A. Upcoming events and closings
- i. UDO public engagement session, May 14, 5:30-7:30 PM, Town Hall
 - ii. MAWCC Mural reception and artist meet-and-greet - May 16, 5:30 PM
 - iii. Twisters movie - May 16
 - iv. Town offices closed - May 26
 - v. Military Appreciation Concert – May 26, 6-8 PM
 - vi. Blood Drive – June 4, MAWCC
 - vii. CPR Class – June 6, 1-5 PM, MAWCC
 - viii. Resident survey deadline June 30
- B. Clerk report
- i. Budget work sessions
 - a. May 15 – Incoming Town Clerk inquired about Council’s pleasure to schedule the additional May 15, 2025 Budget Work Session. It was the consensus of Council to not hold the work session.
 - ii. Board & Committee Collaboration Session – May 28, 5:30-6:30 PM, Town Hall
 - iii. Volunteer Appreciation Event – May 28, 6:30 PM, Town Hall
- C. Approvals at the Briefing and Action Meeting on April 24, 2025
- i. Resolution 2025-017 – Award paving contract to CACTX Surfaces - \$77,057 – Town Manager Tolbert explained Council approval of the item and highlighted the paving underway at the new public works facility.

7. For the Good of the Order

- A. Public comments
- i. There were no speakers for the public forum.
- B. Council comments
- i. There were no council comments for this meeting.
8. **Adjournment** – Council Member Lawson moved to adjourn the meeting at 6:32 PM. The motion was seconded by Council Member Welch and motion passed unanimously.

ATTEST:

Mike Horn, Mayor

Angie Lord, Incoming Town Clerk

May 8, 2025