

Lewisville Town Council
Briefing and Action Meeting Minutes
July 6, 2023 – 6:30 PM
Lewisville Town Hall 2nd 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 Fred Franklin, Melissa Hunt, Ken Sadler, and Jane Welch. Also attending were Town Manager James Ayers, Finance Director Pam Orrell, Town Clerk Dora Moore, Public Works Director Jon Hanna, and Attorney Elliot Fus. Council Member David Smitherman was absent.
- B. Adoption of Agenda – Council Member Franklin moved to approve the agenda with the inclusion of Mahjong at Mary Alice Warren Community Center (MAWCC) added to ‘For the Good of the Order.’ The motion was seconded by Council Member Hunt and approved unanimously.

2. Items Requiring Council Direction

- A. I’m One of the Reasons Lewisville is a Great Place to Live – Yvonne Hall has nominated Zeke Mock to receive the I’m One of the Reasons Lewisville is a Great Place to Live award. Ms. Hall notes Mr. Mock’s service to the town specifically as an advisor to the Lewisville Beautification Committee stating there would be no public gardens in Jack Warren Park without Mr. Mock. Council consensus was to recognize Mr. Mock at the July 13 meeting. *(Nomination form is included with the minutes.)*

3. Items Requiring Action at Briefing – None

4. Old Business – None

5. Administrative Reports

A. Manager

- i. Programming discussion – Manager Ayers noted that with a full year of programming at MAWCC, staff is beginning to have questions and concerns about programming such as can instructors charge a fee, who pays instructors, and more. Manager Ayers shared a spreadsheet that listed the programs, if rental fee is paid, if a participation fee is charged, and more. Considerable discussion was held on whether instructors could charge for participation and/or materials. Also to be considered is if the program is sponsored by the Shallowford Foundation. Example was discussed of exercise instructor requesting free use of pavilion for fee-paying class. Consensus was to not allow this exemption. Staff will research what other municipalities with similar programs are doing.

B. Clerk

- i. Municipal elections – Candidate filing for municipal elections begins at 12 PM Friday, July 7 and closes at 12 PM Friday, July 21. Filing fee is \$5.
- ii. National Night Out – A National Night Out event will be held at Shallowford Square on August 1 at 6 PM. This is a free community event to include free hot dogs (served by the Vienna Civic Club), public safety vehicles, and more.
- iii. Blood drive – August 9, 1-5 PM at Mary Alice Warren Community Center
- iv. Summer Student Leadership – Currently, five students have registered for the Summer Student Leadership scheduled for August 15. Mrs. Moore shared that Representative Zenger has offered to conduct a session. In evaluating the session’s intent and since it is only a one-day

session, the Council would like staff to maintain focus on the day-to-day operations in the Town of Lewisville.

6. Tentative Agenda Items for Regular Meeting on July 13, 2023

- A. Consent Agenda
 - i. Resolution 2023-031 – Financial statements for the eleven months ended May 31, 2023
 - ii. Approval of Agenda Briefing Minutes – June 1, 2023
 - iii. Approval of Closed Session Minutes – June 1, 2023
 - iv. Approval of Regular Meeting Minutes – June 8, 2023
- B. Introductions, Recognitions, Presentations and/or Proclamations
 - i. Introduction
 - a. Veronica Leasure
 - ii. Recognition
 - a. US Congressional Award Gold Medal recipients
 - 1. Mayor Horn noted that four Lewisville young adults received this prestigious Congressional Award – Sarina Horner, Yasmin Horner, Cole Pollock and Madeline Pollock.
 - iii. Presentations
 - a. Lewisville-Clemmons Chamber of Commerce special events – Denise Heidel
 - 1. Ms. Heidel will present to Council the idea of a family game night at MAWCC that would promote membership and Lewisville businesses.
 - b. Sheriff's Office
- C. New Business
 - i. Ordinance 2023-024 – Establishing Capital Project Ordinance – Jack Warren Park Improvements - \$481,125
 - ii. Ordinance 2023-025 – Closing Capital Project Ordinance – Jack Warren Park Maintenance Facility/Playground Expansion - \$21,270.28
 - iii. Ordinance 2023-026 – Amending Budget Ordinance 2023-001 – Transfer from Parks & Recreation Capital Reserve Fund to Jack Warren Park Improvements Capital Projects Fund - \$459,854.22
 - iv. Ordinance 2023-028 – Amending the Parks & Recreation Capital Reserve Fund – Transfer to the Jack Warren Park Improvements Capital Projects Fund - \$459,854.22
 - v. Ordinance 2023-029 – Amending Grant Project Ordinance for the American Rescue Plan Act of 2021; Coronavirus State and Local Fiscal Recovery Funds

7. For the Good of the Order

- A. Council Member Welch shared that a lot of residents are interested in CPR classes. Manager Ayers explained Lewisville Fire Department is planning to hold a CPR class but have had difficulty acquiring manikins.
- B. Council Member Welch also noted a lot of bicyclists park at Shallowford Square and Town Hall Annex and inquired what could be done to manage. Staff noted that when there are rentals, respective parking areas are coned off for the rental. This is also done at the Galloway building.
- C. Council Member Hunt noted the new gate at Jack Warren Park looks good. She inquired if fencing in the prior location will be removed. Mr. Hanna has requested proposals for removal of the old fencing as well as installing new fencing where needed.
- D. Mayor Horn shared it was possible to have a group at next week's meeting regarding Roger's Trees & Nursery on Shallowford Road. It was noted that this property is impacted by the Great Wagon Road project. Manager Ayers shared a timeline with Council related to NCDOT's property acquisition.

E. Mayor Horn shared a letter he has received from a Mahjong group that meets at MAWCC. The group of about 60 people meets each Monday. Twenty-five cents is wagered for each hand. A complaint was received from a participant regarding the wager request. After speaking with the Forsyth County Sheriff's Office, Manager Ayers contacted the group to let them know they could not place wagers. This resulted in the letter with 23 signatures to Mayor Horn. Attorney Fus agreed that this would be considered gaming. Council consensus was to allow the Mahjong group to use the facility with no wagering per the Town Attorney's guidance.

8. **Adjournment** – Council Member Welch moved to adjourn the meeting at 8:07 PM. The motion was seconded by Council Member Hunt and approved unanimously.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk