

Lewisville Town Council
Regular Meeting Minutes
August 10, 2023 – 7:00 PM
Lewisville Town Hall Council Chambers
6510 Shallowford Road

1. Call to Order:

- A. Mayor Horn opened the meeting at 7:00 PM. In attendance were Mayor Mike Horn and Council Members Fred Franklin, Melissa Hunt, Ken Sadler (remotely), David Smitherman, and Jane Welch. Also attending were Town Manager James Ayers, Assistant Town Manager/Planning Director Stacy Tolbert, Town Clerk Dora Moore, Communications Specialist Veronica Leasure and Town Attorney Elliot Fus. Mayor Pro Tem Jeanne Marie Foster was not in attendance.
- B. Invocation – Council Member Jane Welch
- C. Pledge of Allegiance – Council Member David Smitherman
- D. Adoption of Agenda – Council Member Franklin moved to approve the agenda. The motion was seconded by Council Member Smitherman and approved unanimously.

2. Consent Agenda

- A. Resolution 2023-032 – Financial statements for the year ended June 30, 2023 – PRELIMINARY AND UNAUDITED
 - i. Mayor Horn noted the Town has \$13.5 million in funds. He further noted that despite the recent \$1.8 million settlement, the Town is in good financial condition.
- B. Approval of Agenda Briefing Minutes – July 6, 2023
- C. Approval of Closed Session Minutes – July 6, 2023
- D. Approval of Regular Meeting Minutes – July 13, 2023
- E. 2023 Meeting Schedule revision

Council Member Welch moved to approve the consent agenda items. The motion was seconded by Council Member Hunt and approved unanimously. *(Resolution 2023-032 is herein incorporated by reference into the minutes. The revised 2023 meeting schedule has been incorporated into the minutes.)*

3. Presentations, Introductions and/or Proclamations

- A. Presentations
 - i. UDO (Unified Development Ordinance) rewrite kickoff – Kimley-Horn
 - a. Kelley Klepper shared a presentation related to the UDO rewrite. The Town’s current Comprehensive Plan is robust and the rewrite process will take 12-14 months. It was noted that some ordinance changes may be needed and codes of municipalities similar in size will be compared. At least three community meetings will be held and there will also be opportunities for the Town’s boards and committees to have input. *(Presentation is incorporated into the minutes.)*
 - ii. Annual Comprehensive Financial Report for the fiscal year ended June 30, 2022 – “Certificate of Achievement for Excellence in Financial Reporting”
 - a. Mrs. Orrell shared the Town has received the Certificate of Achievement for Excellence in Financial Reporting for fiscal year ended June 30, 2022. She stated this is the 18th year the Town has received the honor. *(Certificate is incorporated into the minutes.)*

4. **Public Forum** – No comments.

5. **Old Business** – None

6. **Appointments**

- A. Appointment Order 2023-008 – Miriam Selby – Lewisville Beautification Committee – Council Member Hunt moved to approve Appointment Order 2023-008. Motion was seconded by Council Member Sadler and approved unanimously. *(Appointment Order 2023-008 is herein incorporated by reference into the minutes.)*
- B. Appointment Order 2023-009 – Andrew Flanagan – Zoning Board of Adjustment – Alternate – Council Member Franklin moved to approve Appointment Order 2023-009. Motion was seconded by Council Member Hunt and approved unanimously. *(Appointment Order 2023-009 is herein incorporated by reference into the minutes.)*

7. **Technical Review**

- A. Resolution 2023-033 – Lewisville Technical Review for Compliance (LTRC) for Beroth Circle subdivision – L-PBR 2023001 – Mrs. Tolbert shared a presentation about the Beroth Circle subdivision. She stated this is a major subdivision allowed by right with no zoning change or public hearing required. The subdivision will have 27 lots on 33.88 acres. All lots will be greater than 40,000 square feet. On June 14, 2023, the Planning Board recommended approval with the following requirements:
 - 1) 1 tree per 45 linear feet plus 1 additional tree per lot in conventional subdivision.
 - 2) Erosion control permits shall be obtained through the City of Winston-Salem.
 - 3) TRC comments must be remedied.
 - 4) Stormwater management permits must be obtained through the Town of Lewisville before issuing erosion control, building, or zoning permits.

Council Member Sadler moved to approve Resolution 2023-033. The motion was seconded by Council Member Hunt and approved unanimously. *(Resolution 2023-033 is herein incorporated by reference into the minutes. The presentation is incorporated into the minutes.)*

8. **New Business**

- A. Ordinance 2023-030 – Capital Project Ordinance – Lewisville-Vienna Multipurpose Path – Mrs. Orrell requested Council establish a Capital Project Ordinance in the amount of \$1,766,453 for the Lewisville-Vienna Multipurpose Path. Council Member Welch moved to approve Ordinance 2023-030. The motion was seconded by Council Member Hunt and approved unanimously. *(Ordinance 2023-030 is herein incorporated by reference into the minutes.)*
- B. Ordinance 2023-031 – Amendment to Budget Ordinance 2023-001 – Transfer from Sidewalks, Bike Paths & Greenways Capital Reserve Fund to the Lewisville-Vienna Multipurpose Path Capital Projects Fund - \$188,100 – Council Member Franklin moved to approve Ordinance 2023-031. The motion was seconded by Council Member Smitherman and approved unanimously. *(Ordinance 2023-031 is herein incorporated by reference into the minutes.)*
- C. Ordinance 2023-032 – Sidewalks, Bike Paths & Greenways Capital Reserve Ordinance Amendment - \$188,100 – Council Member Hunt moved to approve Ordinance 2023-032. The motion was seconded by Council Member Smitherman and approved unanimously. *(Ordinance 2023-032 is herein incorporated by reference into the minutes.)*
- D. Ordinance 2023-034 – Amendment to Budget Ordinance 2023-001 – Transfer from General Fund to the Lewisville-Vienna Multipurpose Path Capital Projects Fund - \$165,191 – Council Member

Franklin moved to approve Ordinance 2023-034. The motion was seconded by Council Member Welch and passed unanimously. (*Ordinance 2023-034 is herein incorporated by reference into the minutes.*)

- E. Resolution 2023-034 – Advertising Electronic Auction by Electronic Means Only – Council Member Sadler moved to approve Resolution 2023-034. The motion was seconded by Council Member Franklin and passed unanimously. (*Resolution 2023-034 is herein incorporated by reference into the minutes.*)
- F. Ordinance 2023-033 – Disposal of Surplus Property – Mrs. Moore reported this ordinance would increase the personal property disposal threshold by the Town Manager from \$5,000 to \$30,000. Council requested to be notified of disposals. Council Member Franklin moved to approve Ordinance 2023-033. The motion was seconded by Council Member Smitherman and approved unanimously. (*Ordinance 2023-033 is herein incorporated by reference into the minutes.*)
- G. Ordinance 2023-035 – Capital Project Ordinance Amendment – Jack Warren Park Improvements – Manager Ayers reported an additional \$39,520 is needed for bidding and construction phase services such as inspections. The funds will be transferred from the Parks & Recreation Capital Reserve Fund into the Jack Warren Park Capital Improvements Capital Project. Council Member Franklin moved to approve Ordinance 2023-035. The motion was seconded by Council Member Sadler and approved unanimously. (*Ordinance 2023-035 is herein incorporated by reference into the minutes.*)
- H. Resolution 2023-035 – Jack Warren Park Improvements (PARTF) – McGill & Associates contract – McGill & Associates was selected as the highest-rated firm for the Jack Warren Park Improvements Project (PARTF). The project schedule includes four phases over 36 weeks at a value of \$116,500. Council Member Welch moved to approve Resolution 2023-035. The motion was seconded by Council Member Hunt and passed unanimously. It was noted that public input for the overall PARTF plan was done prior to the PARTF grant application. During the contract process, three public sessions will be held. (*Resolution 2023-035 is herein incorporated by reference into the minutes.*)

9. Administrative Reports

- A. Upcoming events and closings
 - i. August 19 – Tell Me Lies – Fleetwood Mac Tribute Band – 7-8:30 PM
 - ii. September 4 – Labor Day – Town Offices Closed
 - a. Garbage will be delayed one day all week.
 - iii. September 9 – Chicago Rewired – Chicago Tribute Band – 7-9 PM
 - a. Mayor Horn noted there have been great crowds at all the concerts thus far this year.
- B. Clerk’s Report
 - i. Blood Drive – August 9 – 1-5 PM – MAWCC
 - a. Twenty-four units were collected and the Red Cross was unable to accommodate three individuals.
 - ii. Summer Student Leadership – August 15 – 9 AM-4 PM
 - a. Fifteen students have registered for this one-day session. Staff is excited to welcome the students and share information about Lewisville government.

10. For the Good of the Order

- A. Public comments
 - i. Susan Frey, 165 Will Austin Court – Mrs. Frey shared her appreciation for the National Night Out event.
- B. Council comments
 - i. Council Member Welch thanked Manager Ayers for working with the Lewisville Fire Department to schedule a CPR class. The class will be held November 3 at 1 PM at MAWCC and is limited to 25 participants.

- ii. Council Member Franklin inquired when the next e-cycle event through the Waste Management contract will be held.
- iii. Council Member Smitherman noted more recycling bins are needed for events at Shallowford Square and they need to be more visible.
- iv. Council Member Smitherman inquired if there is an organization that will check on elderly residents. Mayor Horn stated most churches check on their elderly members. Council Member Welch noted the Forsyth County Sheriff's Office will check on individuals as well.
- v. Council Member Franklin inquired if underbrushing will be addressed during the PARTF project.
- vi. Council Member Hunt congratulated staff for a great National Night Out event noting her appreciation for staff talking with Town residents. She stated the heart of the Town was there and it was encouraging to talk with people.
- vii. Mayor Horn shared the Clemmons Courier has an article about Merrikay Brown.
- viii. Mayor Horn extended thanks to staff for what they do.

11. **Adjournment** – Council Member Smitherman moved to adjourn the meeting at 8:15 PM. The motion was seconded by Council Member Franklin and approved unanimously.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk