

Lewisville Town Council
Regular Meeting Minutes
December 12, 2024 – 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, Monte Long, Julie Puckett, 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, Communications Specialist Veronica Leasure and Town Attorney Elliot Fus.
- B. Invocation – Council Member Ken Sadler
- C. Pledge of Allegiance – Mayor Pro Tem Melissa Hunt
- D. Adoption of Agenda – Council Member Puckett moved to approve the agenda. The motion was seconded by Council Member Long and approved unanimously.

2. Consent Agenda

- A. Resolution 2024-060– Financial statements for four months ended October 31, 2024
- B. Approval of Agenda Briefing Minutes – November 7, 2024
- C. Approval of Regular Meeting Minutes – November 14, 2024

Council Member Huffman moved to approve the consent agenda items. The motion was seconded by Council Member Puckett and approved unanimously. *(Resolution 2024-060 is herein incorporated by reference into the minutes.)*

3. Introductions, Recognitions, Presentations and/or Proclamations

A. Presentations

- i. Sheriff's Office – Sergeant Stringer shared recent call information. Residents were encouraged to lock their vehicles and keep valuables out of sight when shopping. He then shared his appreciation for Council, staff and community support throughout the year.

2024													TOTAL
TYPE OF INCIDENT	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	
Total calls for service	575	657	715	682	605	591	621	698	708	684	770		
Security Check	277	347	408	368	300	284	351	357	379	359	430		
Traffic Arrest / Violation	34	38	24	30	25	41	36	32	25	29	34		348
Alarm	11	1	19	14	16	8	19	12	16	14	15		145
Priority Call Response Time	5.9	5	5	4.1	5.4	4.8	5	4.5	5	4.6	5		54.3
2023													Total
TYPE OF INCIDENT	JAN	FEB	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	
Total calls for service	872	676	751	758	754	800	734	769	477	675	801		
Security Check	570	396	136	446	442	518	388	464	207	338	498		
Traffic Arrest / Violation	49	47	51	75	41	35	30	72	26	32	26		
Alarm	17	23	23	22	15	20	7	7	9	20	7		
Priority Call Response Time	5.2	3.6	5.2	5.3	5.9	5	4.1	4.1	6	6	5		

4. Public Forum

- A. Steve Thompson, 737 Lewisville-Clemmons Road, spoke against staggered terms.

5. New Business

- A. Resolution 2024-061 – Staggered terms – Clerk Moore presented a resolution of intent to consider an ordinance amending the Town's Charter to implement staggered terms. The resolution outlines that a public hearing will be held on January 9, 2025 at 6 PM. The resolution also outlines how staggered terms would be implemented:
- At the 2025 municipal election, a voter referendum would be held on whether the charter should change from 2-year terms to staggered, 4-year terms.
 - If approved by the voters, implementation would be as follows:
 - o At the 2027 municipal election, the Mayor and the three Council seat candidates receiving the highest number of votes will serve four-year terms. The three Council seat candidates who receive the next highest votes will serve two-year terms; and,
 - o At the regular municipal election to be held in 2029, and every four years thereafter, three Council Members will be elected to serve for four-year terms.
 - o At the regular municipal election to be held in 2031, and every four years thereafter, the Mayor and three Council Members shall be elected to serve for four year terms.
 - If voters do not approve staggered terms, the Mayor and six Council members elected will continue to be elected to serve two-year terms.

The resolution also states Council will consider an ordinance to amend the charter at the February 13, 2025 meeting and, if approved, it will only be effective upon a voter referendum in November 2025.

Council shared their individual thoughts related to staggered terms. Council then discussed if the resolution should be amended to state the mayoral seat would remain a two-year term.

Council Member Sadler moved to amend Resolution 2024-061 to reflect that the mayoral seat would remain a two-year term and to approve the resolution as amended. The motion was seconded by Council Member Welch and motion passed unanimously. *(Resolution 2024-061 is herein incorporated by reference into the minutes.)*

- B. Ordinance 2024-039 – 2024-2025 fee schedule revisions – instructor and planning fees – Council Member Huffman moved to approve Ordinance 2024-039 implementing \$10 instructor fees to those instructors who charge a fee, update fee language to be consistent with the UDO, and implement fees for the zoning board of adjustment process. The motion was seconded by Council Member Puckett and motion passed unanimously. *(Ordinance 2024-039 is herein incorporated by reference into the minutes.)*
- C. Resolution 2024-063 – City of Winston-Salem agreement – Zoning Board of Adjustment – Manager Tolbert presented proposed amendments to the City of Winston-Salem agreement related to the Zoning Board of Adjustment. The amendments allow Town staff to oversee the full Zoning Board of Adjustment process and residents would no longer work with the City of Winston-Salem. Once approved by Council, the amended agreement will be given to the City of Winston-Salem for their consideration. Council Member Sadler moved to approve Resolution 2024-063. The motion was seconded by Council Member Puckett and motion passed unanimously. *(Resolution 2024-063 is herein incorporated by reference into the minutes.)*
- D. Resolution 2024-064 – Facility fee exemption – Forsyth County Fire Historical Society, Inc. – Forsyth County Fire Historical Society, Inc. requested a one-time fee exemption for their annual banquet and fundraiser to be held October 4, 2025 at Mary Alice Warren Community Center. The

resolution reflects a one-time fee reduction of half price per Council direction. Council Member Welch moved to approve Resolution 2024-064. The motion was seconded by Council Member Long. Mayor Horn, Mayor Pro Tem Hunt and Council Members Long, Puckett, Sadler and Welch voted in favor. Council Member Huffman voted in opposition. Motion passed 6-1. (*Resolution 2024-064 is herein incorporated by reference into the minutes.*)

- E. Ordinance 2024-040 – Amending Town Code Chapter 16 – Inclement Weather Policy for facility rentals – Manager Tolbert requested a statement related to inclement weather and facility rentals be added to Town Code Chapter 16.

If a reservation is interrupted by inclement weather, the renter may choose to receive a full refund or request a reservation voucher. A reservation voucher must be requested within 5 business days of the original rental date to be used within one year. The voucher is only applicable to a rental of similar nature including the facility/rooms to be rented, number of hours of original rental, number of attendees, etc. Inclement weather days will be confirmed by the National Weather Service declaring an emergency or severe warning, or by the Town Manager or his/her designee.

Council Member Huffman moved to approve Ordinance 2024-040. The motion was seconded by Council Member Puckett and motion passed unanimously. (*Ordinance 2024-040 is herein incorporated by reference into the minutes.*)

6. Administrative Reports

A. Upcoming events and closings

- i. How the Grinch Stole Christmas, December 13, 6 PM, MAWCC
- ii. Tree planting at Jack Warren Park, December 14, 9AM-Noon
- iii. Cardboard recycling, December 20-January 3
- iv. Town offices closed, December 24-26 and January 1

7. For the Good of the Order

A. Public comments

B. Council comments

- i. Council Member Welch extended How the Grinch Stole Christmas, December 13, 6 PM, MAWCC
- ii. Tree planting at Jack Warren Park, December 14, 9AM-Noon
- iii. Cardboard recycling, December 20-January 3
- iv. Town offices closed, December 24-26 and January 1
 - i. Christmas and New Year wishes to the residents, Council and staff.
 - ii. Mayor Horn echoed the wishes. He also commended staff for their efforts with the Holiday Open House, Christmas Tree Lighting and Christmas Parade. He further extended thanks to board and committee members for their advisement and service to the Town.

8. **Adjournment** – Council Member Puckett moved to adjourn the meeting at 6:50 PM. The motion was seconded by Council Member Long and motion passed unanimously.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk