

## Lewisville Town Council Briefing and Action Meeting Minutes

August 5, 2021 - 7:00 p.m.

Lewisville Town Hall 1<sup>st</sup> Floor Council Chambers  
6510 Shallowford Road

### 1. Call to Order:

- a. Mayor Mike Horn called the meeting to order at 7:00 p.m. Council Members present were Jeanne Marie Foster, Fred Franklin, Melissa Hunt, Ken Sadler and Jane Welch. Council Member David Smitherman was unable to attend the meeting. Also present were Town Manager Hank Perkins, Attorney Bo Houff, Planner Stacy Tolbert, Finance Officer Pam Orrell, and Town Clerk Joyce Walker.
- b. Adoption of Agenda
  - i. Council Member Foster moved to approve the agenda. The motion was seconded by Council Member Hunt and approved unanimously.

### 2. Guests, Introductions, Recognitions and Presentations for August 5, 2021

- a. None.

### 3. Items That Require Council Direction

- a. Mary Alice Warren Community Center
  - i. Parks and Recreation Chair was recognized as being present and to provide background information.
  - ii. Mr. Perkins reviewed the information sent to Council on the proposed hourly rates, minimum number hours, and additional hours and rates using the same format for the other town facilities, looking for direction and feedback from Council.
    - (1) Rates in the fee schedule can always be adjusted outside the budget process.
    - (2) The rates were modeled on the fee structure of the G. Galloway Reynolds Community Center.
    - (3) Less than 50 attendees using a multi-purpose room, resident and non-resident, were reviewed.
    - (4) More than 50 attendees using a multi-purpose room, resident and non-resident, were reviewed.
    - (5) The conference room and activity room were also covered.
    - (6) The town is working with the reservation software folks to set up the fees and reservations.
    - (7) There is only one charge for use of the kitchen regardless of the number of multi-purpose rooms used.
    - (8) Any room usage will have a 4-hour minimum fee.
    - (9) Whole building usage (8-hour minimum) and security deposits were also covered.
  - iii. There was discussion on the pricing philosophy.
    - (1) One comment: reasonable to maintain the facility but not to make money.
  - iv. Everyone was advised that a *Community Center Advisory Group* assisted in naming the rooms which are (starting closest to the kitchen):
    - (1) Shallow Ford
    - (2) Lewisville
    - (3) Vienna
    - (4) Magnolia (activity room)

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- (5) Great Wagon (conference room)
  - b. GovDeals personal property electronic auction
    - i. Council members were advised that there are additional surplus personal property items (exercise equipment and construction materials) available for sale on GovDeals.
    - ii. There will be a resolution for next week's meeting.
- 4. **Items Requiring Action at Briefing**
  - a. Amend the [Town meeting calendar](#) for the Beautification Committee's meeting schedule and to remove meeting dates for Student Leadership
    - i. Council Member Hunt moved to approve the new meeting calendar. The motion was seconded by Council Member Welch and approved unanimously.
- 5. **Unfinished Business:**
  - a. [Resolution 2021051](#) - achieving renewable energy goals
    - i. This resolution is modeled after the Winston-Salem and Forsyth County resolutions.
    - ii. Staff was asked to indicate the meaning of GHG (Greenhouse Gas) and not use the acronym.
      - (1) This will be on next week's agenda.
- 6. **Administrative Reports:**
  - a. Manager
    - i. Gateway Project update
      - (1) This was re-advertized; however, there were zero bids again.
      - (2) After consultation with the DOT, there will be another re-advertizing in September with the bid opening in October and a start of the project in February or March as an eight month project.
  - b. Attorney
    - i. None.
  - c. Public Works
    - i. None.
  - d. Planning
    - i. *Lewisville Tomorrow* update
      - (1) The next public involvement will be on August 26 from 6:30 p.m. to 8:30 p.m. at Shallowford Square.
      - (2) The consultants will be looking at feed-back on growth management strategies.
      - (3) The first draft of the Parks and Recreation Plan will be available.
  - e. Finance
    - i. None.
  - f. Clerk
    - i. None.
- 7. **Agenda Items for Regular Meeting on [August 12, 2021](#)**
  - a. Tentative Agenda

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**i. Consent Agenda**

- (1) [Resolution 2021057](#) - Acceptance and Approval of Monthly [Financials for the twelve months ending June 30, 2021](#)
- (2) Approval of Town Council Meeting [Minutes - June 10, 2021](#)
- (3) Approval of Town Council Briefing Meeting [Minutes - July 1, 2021](#)
- (4) Approval of Town Council Meeting [Minutes - July 8, 2021](#)
- (5) Approval of Town Council Closed Session [Minutes - July 8, 2021](#)
- (6) Approval of Town Council Special Meeting [Minutes - July 15, 2021](#)
- (7) Approval of Town Council Special Meeting [Minutes - July 21, 2021](#)
- (8) [Resolution 2021056](#) - accepting the resignation of Bill Lorentz from the Lewisville Public Safety Advisory Committee

**ii. Introductions, Recognitions, Presentations and/or Proclamations**

- (1) Presentations
  - (a) Sheriff's Office Report
  - (b) [FY 2019-2020 Comprehensive Annual Financial Report](#) - Certificate of Achievement for excellence in financial reporting
  - (c) Update on the boards and committees - Mayor Pro Tem Jeanne Marie Foster
  - (d) Recognize Chris Paul

**iii. Appointments**

- (1) [Appointment Order 2021006](#) - appointing Gretchen Roberts to the Lewisville Environmental, Conservation and Sustainability Committee

**iv. Public Hearings**

- (1) None.

**v. Technical Review(s)**

- (1) None.

**vi. Preliminary Site Plan Review(s)**

- (1) None.

**vii. Evidentiary Hearings**

- (1) None.

**viii. Old Business**

- (1)

**ix. New Business**

- (1) [Resolution 2021053](#) - setting a public hearing for Thursday, September 9, 2021 to receive comments on rezoning request L-100 from Forsyth County jurisdiction AG zoning to Lewisville jurisdiction AG zoning
- (2) [Resolution 2021055](#) - setting a public hearing for Thursday, September 9, 2021 at 7:00 p.m. to receive comments on amending the text of off-site parking in the UDO - L-166
- (3) [Ordinance 2021041](#) - dissolving the Lewisville Student Leadership Committee
- (4) [Ordinance 2021042](#) - Amending Chapter 13 of the Lewisville Town Code by amending 13-4 from the Recycling Committee to the Environmental, Conservation and Sustainability Committee and removing 13-7 Student

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Leadership Committee

- (5) [Ordinance 2021043](#) - Amending Budget Ordinance 2021001 in the amount of \$4,000.<sup>00</sup> to forestry mulch area behind the Mary Alice Warren Community Center
- b. Approval of Tentative Agenda for regular meeting on **August 12, 2021**
  - i. There was a discussion on recognizing Chris Paul's accomplishments.
  - ii. There was also discussion on using the same table set-up used for boards and committees for Council briefings rather than sitting at the dias.
    - (1) There was concern about the Delta Variant (of the Corona Virus) and making sure that everyone was properly spread.
  - iii. With the additions noted above, Council Member Hunt moved to approve the amended agenda for the August 12, 2021 meeting. The motion was seconded by Council Member Foster and approved unanimously.
- 8. **For the Good of the Order:**
  - a. Council Discussion
    - i. None.
- 9. **Adjournment**
  - a. Having no other business to discuss, Council Member Sadler moved to adjourn the meeting at 8:38 p.m. The motion was seconded by Council Member Foster and approved unanimously.

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Mike Horn, Mayor

ATTEST:

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Joyce C. McWilliams Walker, Town Clerk