

Lewisville Town Council Regular Meeting Minutes

August 12, 2021 - 7:00 p.m.

Council Chambers 1st floor - Lewisville Town Hall - 6510 Shallowford Road

1. Call to Order

- a. Mayor Mike Horn called the meeting to order at 7:01 p.m. Also present were Council members Jeanne Marie Foster, Fred Franklin, Melissa Hunt, Ken Sadler, David Smitherman, and Jane Welch. Additionally, Town Manager Hank Perkins, Attorney Bo Houff, Public Works Director Ryan Moser, Planner Stacy Tolbert, Finance Officer Pam Orrell, and Town Clerk Joyce Walker were also present. Mayor Horn also recognized Sgt. P. J. Stringer from the Forsyth County Sheriff's Office. Dan Frey was recognized as well as Susan Frey and Ryan Walker from the Parks, Recreation and Cultural Development Board.
- b. Invocation was provided by Attorney Bo Houff and the Pledge of Allegiance by Mayor Pro Tem Jeanne Marie Foster.
- c. Adoption of Agenda
 - i. Appointment Order 2021006 was added to the agenda under 5.Appointments.
 - ii. With this addition, Melissa Hunt moved to approve the agenda as amended. The motion was seconded by Jeanne Marie Foster and approved unanimously.

2. Consent Agenda

- a. Consent Agenda for approval
 - i. [Resolution 2021057](#) - Acceptance and Approval of Monthly [Financials for the twelve months ending June 30, 2021](#)
 - ii. Approval of Town Council Meeting [Minutes - June 10, 2021](#)
 - iii. Approval of Town Council Briefing Meeting [Minutes - July 1, 2021](#)
 - iv. Approval of Town Council Meeting [Minutes - July 8, 2021](#)
 - v. Approval of Town Council Closed Session [Minutes - July 8, 2021](#)
 - vi. Approval of Town Council Special Meeting [Minutes - July 15, 2021](#)
 - vii. Approval of Town Council Special Meeting [Minutes - July 21, 2021](#)
 - viii. [Resolution 2021056](#) - accepting the resignation of Bill Lorentz from the Lewisville Public Safety Advisory Committee
- b. Council Member Welch moved to approve the Consent Agenda. The motion was seconded by Council Member Sadler and approved unanimously. Resolution 2021057 and Resolution 2021056 are herein incorporated by reference into the minutes.

3. Introductions, Presentations, Recognitions and/or Proclamations

- a. **Introductions, Recognitions, Presentations and/or Proclamations**
 - i. Presentations
 - (1) Sheriff's Office Report
 - (a) Sgt. Stringer provided current call statistics:
 - (i) Calls for *Service* - 733
 - (ii) *Security Checks* - 377
 - (iii) *Traffic Violations/Arrests* - 44
 - (iv) *Alarms* - 16
 - (v) *Priority Call Response* times - 6 minutes
 - (b) Sgt. Stringer reminded everyone of school bus safety. The information he provided will also be in the upcoming newsletter.
 - (2) [FY 2019-2020 Comprehensive Annual Financial Report](#) - Certificate of Achievement for excellence in financial reporting

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- (a) This is presented to the Town by the Government Finance Officers Association (GFOA) that was established in 1945 to units of government that go beyond the minimum financial requirements. This is the 16th year the Town has been honored.
- (3) Board and committee update
 - (a) Mayor Pro Tem Foster provided a PowerPoint update on the work she has been doing with the Town's board and committees, especially enhancing communications. (See attached.)
 - (b) For next month, bring three items to Council:
 - (i) Specific recommendations.
 - (ii) Review of charters.
 - (iii) Final recommendations.
- 4. **Public Forum**
 - a. The Public Forum was opened at 7:35 p.m.
 - b. Having no speakers, the Public Forum was closed at 7:36 p.m.
 - c. Written comments may be sent to townclerk@lewisvillenc.net.
- 5. **Appointments**
 - a. [Appointment Order 2021006](#) - appointing Gretchen Roberts to the Environmental Conservation and Sustainability Committee
 - i. Council Member Hunt moved to approve Appointment Order 2021006. The motion was seconded by Council Member Franklin and approved unanimously. Appointment Order 2021006 is herein incorporated by reference into the minutes.
- 6. **Preliminary Site Plan Approvals**
 - a. None.
- 7. **Evidentiary Hearings**
 - a. None.
- 8. **Public Hearings**
 - a. None.
- 9. **Technical Review(s)**
 - a. None.
- 10. **Unfinished Business**
 - a. [Resolution 2021051](#) - achieving renewable energy goals
 - i. Achieving these goals will require work and expenses may be involved as well.
 - ii. Staff was asked to add the meaning of GHG to the resolution.
 - iii. Council Member Foster moved to approve Resolution 2021051. The motion was seconded by Council Member Welch and approved unanimously. Resolution 2021051 is herein incorporated by reference into the minutes.
- 11. **New Business**

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- a. [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
 - i. This rezoning follows the annexation that was just approved in July. Annexed areas must be rezoned into the municipality within sixty days to follow the zoning used by the municipality.
 - (1) The underlying farm approvals transfer to the municipality.
 - ii. Council Member Franklin moved to approve Resolution 2021053. The motion was seconded by Council Member Foster and approved unanimously. Resolution 2021053 is herein incorporated by reference into the minutes.
- b. [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
 - i. The Planning Board held their public hearing in July. Mrs. Tolbert advised that the Planning Board were provided two alternatives: (1) remove off-site parking on accessory lots or (2) add more requirements. The Planning Board chose number one.
 - ii. Council Member Foster moved to approve Resolution 2021055. The motion was seconded by Council Member Franklin and approved unanimously. Resolution 2021055 is herein incorporated by reference into the minutes.
- c. [Ordinance 2021041](#) - dissolving the Lewisville Student Leadership Committee
 - i. Council has approved staff's proposal to move forward with a new educational program for students that does not involve a committee, nor is it held during the school calendar. Instead, it will be concentrated instructions during a defined period such as one or two week during the summer.
 - (1) There has been a decline in participation over several years.
 - (2) Staff was asked to bring a resolution for next month regarding the new policy.
 - ii. Mayor Horn moved to approve Ordinance 2021041 with a contingency that a resolution be brought in September stating the intention and commitment to students. The motion was seconded by Council Member Sadler and approved with a vote of 5-2 with Council Members Foster and Hunt voting in opposition. Ordinance 2021041 is herein incorporated by reference into the minutes.
- d. [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 Leadership Committee
 - i. Council Member Sadler moved to approve Ordinance 2021042. The motion was seconded by Council Member Franklin and approved with a vote of 6-1 with Council Member Hunt voting in opposition. Ordinance 2021042 is herein incorporated by reference into the minutes.
- e. [Ordinance 2021043](#) - Amending Budget Ordinance 2021001 in the amount of \$4,000.⁰⁰ to forestry mulch area behind the Mary Alice Warren Community Center
 - i. Council Member Franklin moved to approve Ordinance 2021043. The motion was seconded by Council Member Hunt and approved unanimously. Ordinance 2021043 is herein incorporated by reference into the minutes.
- f. [Resolution 2021054](#) - declaring surplus items and authorizing the electronic auction of surplus personal property

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- i. Council Member Welch moved to approve Resolution 2021054. The motion was seconded by Council Member Hunt and approved unanimously. Resolution 2021054 is herein incorporated by reference into the minutes.

12. Administrative Reports

- a. Upcoming [Events at Shallowford Square](#) and Town Holidays were noted.
- b. Manager's Report
 - i. Gateway Project update
 - (1) Two ads have been placed for this project; however, no responses have been received. In consultation with the DOT, we're waiting to re-advertise later so that this eight month project can move forward.
 - ii. The town will be asking for additional funding for existing CMAQ projects to bring them up to current pricing. Staff will be coming to Council for a resolution of support.
 - iii. There is a change at the intersection of Lewisville-Vienna and Robinhood. The town will be requesting additional federal funding on this project.
 - iv. There is a federal endangered species act that includes plants. Preliminary engineering is to begin on the Gateway Project and the study for endangered plants that only grow in the right of way can only be studied August through October. If this window is missed, then it will be the next year before the study can happen. A study also needs to be done for Lewisville-Vienna and Robinhood.
 - (1) Mr. Perkins suggested doing studies on any potential future project so that projects are not delayed.
 - v. The memo on the Mary Alice Warren Community Center rate structure was reviewed. The Parks and Recreation Board met on the fees whose format is modeled from the existing facility rate structure. Use on an hourly basis was also reviewed. Rates for small groups have gone up a bit while the rates for large groups have gone down a bit. Use is for a 4-hour minimum. If the renter is not a resident, then there is an additional \$100 added to the rental fee. No matter how many rooms are rented, there is only one charge for use of the kitchen. When using the entire building, the fee for the conference room is not included. The consensus is to see how this works. Staff was asked to watch for individuals who may use multiple week reservations for this facility for weekend use. If necessary, this may come back for changes.
- c. Planning
 - i. *Lewisville Tomorrow* update
 - (1) Everyone was reminded that the next opportunity for public participation will be on August 26th from 6:30 p.m. to 8:30 p.m. at the pavilion at Shallowford Square. This drop-in style meeting is an opportunity for residents to comment on the update to the Comprehensive Plan and the Parks and Recreation Master Plan.
- d. Clerk's Report
 - i. None.
- e. **Approvals at the Briefing and Action Meeting on August 5, 2021**
 - i. Amended the [Town meeting calendar](#) for the Beautification Committee's meeting

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schedule and removed meeting dates for Student Leadership

13. **For the Good of the Order:**

- a. Public Comments
 - i. Citizens should limit their comments to three (3) minutes.
 - ii. Written comments may be sent to townclerk@lewisvillenc.net.
- b. Council Comments/Discussion
 - i. There was a question whether Council members should be aware of anything in connection with the school opening.
 - ii. Metrics for the Corona Virus are going up. If the trend continues, meetings using Zoom may have to be considered although there is room in council chambers for social distancing.
 - iii. There was an announcement that flu vaccines are in.
 - iv. Sarina Horner was recognized for her geo-caching course throughout the town. She had persons who participated in the event sign a card wishing the town *Happy 30th Birthday*.
- c. Adjournment
 - i. Having no other business to discuss, Council Member Foster moved to adjourn the meeting at 8:47 p.m. The motion was seconded by Council Member Welch and approved unanimously.

Mike Horn, Mayor

ATTEST:

Joyce C. McWilliams Walker, Town Clerk