

Lewisville Town Council
Briefing and Action Meeting Minutes
June 6, 2024 – 6:00 PM
Lewisville Town Hall 2nd Floor Conference Room
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, Julia 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, and Town Attorney Elliot Fus.
- B. Adoption of Agenda – Council Member Huffman moved to approve the agenda. The motion was seconded by Council Member Long and approved unanimously.

2. Items Requiring Council Direction

- A. July Agenda Briefing – Due to the Independence Day holiday, Council consensus was to hold the July agenda briefing on July 3, 2024.
- B. Lake Desmond Access – In many meetings, the Willow Run Municipal Service District Board (MSD) has discussed concerns with the Town not having access to Lake Desmond to try mitigating multiple causes of sedimentation. Manager Tolbert and Mr. Hanna have met with Brandt Godfrey of Hubbard Realty. Hubbard Realty owns an unbuildable common area in the Woodview Estates Development that provides access to Lake Desmond. Hubbard Realty is willing to pursue the option of providing a 20-foot easement to the Town for access to Lake Desmond. Council consensus was given to pursue an easement with Hubbard Realty.
- C. Public Art Committee requests
 - i. MAWCC mural grant – While developing a process for designing a mural for Mary Alice Warren Community Center (MAWCC), the Public Art Advisory Committee believes the endeavor is too great for them at this time due to background checks, determining what students would be a part of the project, storage of the mural and materials during the 6-week program, and more. Manager Tolbert noted this project was to be funded by a \$1,250 matching grant from the Shallowford Foundation. The committee has requested permission to return the grant and possibly solicit a single artist to develop and complete the mural. After Council discussion, Council offered the following options for the committee: 1) inquire if Shallowford Foundation will permit the grant parameters to be changed for one, Lewisville artist to design and complete the mural; 2) inquire if the funds can be combined with the Shallowford Square public art grant; or 3) return the grant with no penalty to the Town.
 - ii. Additional committee members – Council consensus was given to increase the membership cap from five to seven members. The additional members would not be artists but could assist with fundraising efforts. This will require a charter change.
 - iii. Staggered terms – Council consensus was given to permit staggered terms for the committee members to be effective April 2025. The staggered terms would provide continuity on the committee since they are active with shows and grants. This will require a charter change.

3. Items Requiring Action at Briefing – None

4. Administrative Reports

- A. Interim Town Manager
 - i. Forsyth 250 representative – Manager Tolbert reported that a representative from the Lewisville Historical Society is already serving on the Forsyth 250 Committee

commemorating America's 250th anniversary. Therefore, Veronica Leasure will serve as the Town's representative on the committee.

- ii. Task/project update – Manager Tolbert shared a document outlining tasks and projects with anticipated dates for when these items will be brought to Council.

B. Clerk

- i. Camel City Yacht Club – June 8, 7-9 PM
- ii. Blood Drive – June 12, MAWCC
- iii. Street Party & Food Truck Festival – The Band of Oz – June 22, 6-9 PM
- iv. Independence Day tribute Concert – Jim Quick & the Coastline – June 29, 7-9 PM
- v. Town offices closed – July 4
- vi. CPR Class – August 10, 8 AM-12 PM, MAWCC

5. Tentative Agenda Items for Regular Meeting on June 13, 2024

A. Consent Agenda

- i. Resolution 2024-025– Financial statements for the ten months ended April 30, 2024
- ii. Approval of Budget Workshop Minutes – April 18, 2024
- iii. Approval of Budget Workshop Minutes – April 29, 2024
- iv. Approval of Agenda Briefing Minutes – May 2, 2024
- v. Approval of Closed Session Minutes – May 2, 2024
- vi. Approval of Regular Meeting Minutes – May 9, 2024
- vii. Approval of Closed Session Minutes – May 9, 2024
- viii. Approval of Budget Workshop Minutes – May 13, 2024
- ix. Ordinance 2024-011 – Amending Budget Ordinance 2023-001 – Jack Warren Park Improvements - \$58,736 (Ordinance Number Correction – Previously adopted as Ordinance 2024-008)

B. Introductions, Recognitions, Presentations and/or Proclamations

- i. Presentations
 - a. Sheriff's Office monthly report
 - b. Introduction of Officer

C. Public Hearing

- i. Rezoning – L-109 – 2065 Glenn Ferry Court
 - a. Staff presentation
 - b. Public Hearing
 - c. Council discussion
 - d. Council consideration – Ordinance 2024-012– Change zoning from Forsyth County RS-30 to Town of Lewisville RS-30 – 2065 Glenn Ferry Court
- ii. Annexation – 2065 Glenn Ferry Court
 - a. Staff presentation
 - b. Public Hearing
 - c. Council discussion
 - d. Council consideration – Ordinance 2024-013 – Extend the Town of Lewisville corporate limits to include 2065 Glenn Ferry Court

D. New Business

- i. Ordinance 2024-001 – 2024-2025 Budget
- ii. Ordinance 2024-014 – Amending the Sidewalks, Bike Paths and Greenways Capital Reserve Fund
- iii. Ordinance 2024-015 – Amending the Municipal Buildings and Land Capital Reserve Fund
- iv. Ordinance 2024-016 – Amending the Public Works Facility Capital Reserve Fund
- v. Ordinance 2024-017– Amending the Parks and Recreation Capital Reserve Fund
- vi. Ordinance 2024-018 – Order to collect 2024 taxes

- vii. Ordinance 2024-019 – Order to collect 2023 and prior years’ taxes
- viii. Resolution 2024-026 – Awarding janitorial service contract for Jack Warren Pak, Shallowford Square, Town Hall Annex and G Galloway Reynolds Community Center - \$50,496
- ix. Resolution 2024-027 – Awarding janitorial service contract for Town Hall - \$27,384
- x. Resolution 2024-028 – Awarding horticultural maintenance contract - \$95,616
- xi. Resolution 2024-029 – Awarding grounds maintenance services contract
- xii. Resolution 2024-030 – Awarding snow and ice removal contract
- xiii. Ordinance 2024-020 – Amend Grant Project Ordinance for the American Rescue Plan Act of 2021: Coronavirus State and Local Fiscal Recovery Funds
- xiv. Appointment 2024-003 – Triad Municipal Alcoholic Beverage Control System Board
- xv. Ordinance 2024-021 – Street maintenance acceptance of a portion Plemmons Road

6. **Closed Session – NCGS 143-318.11(a)(5)**

- A. Mayor Horn moved to enter into closed session for property acquisition pursuant to NCGS 143-318.11(a)(5) at 6:58 PM. The motion was seconded by Mayor Pro Tem Hunt and approved unanimously.
- B. Council returned from closed session at 7:33 PM.

7. **For the Good of the Order**

8. **Adjournment** – Council Member Puckett moved to adjourn the meeting at 7:33 PM. The motion was seconded by Council Member Sadler and approved unanimously.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk