

Lewisville Town Council
Regular Meeting Minutes
June 13, 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, 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. Council Member Julie Puckett was absent.
- B. Invocation – Council Member Jane Welch
- C. Pledge of Allegiance – Mayor Mike Horn
- D. Adoption of Agenda – Council Member Welch moved to approve the agenda as amended. The motion was seconded by Council Member Long and approved unanimously.

2. Consent Agenda

- A. Resolution 2024-025– Financial statements for the ten months ended April 30, 2024
- B. Approval of Budget Workshop Minutes – April 18, 2024
- C. Approval of Budget Workshop Minutes – April 29, 2024
- D. Approval of Agenda Briefing Minutes – May 2, 2024
- E. Approval of Closed Session Minutes – May 2, 2024
- F. Approval of Regular Meeting Minutes – May 9, 2024
- G. Approval of Closed Session Minutes – May 9, 2024
- H. Approval of Budget Workshop Minutes – May 13, 2024
- I. Ordinance 2024-011 – Amending Budget Ordinance 2023-001 – Jack Warren Park Improvements - \$58,736 (Ordinance Number Correction – Previously adopted as Ordinance 2024-008)
- J. Revised 2024 Meeting Schedule

Mayor Pro Tem Hunt moved to approve the consent agenda items. The motion was seconded by Council Member Huffman and approved unanimously. *(Resolution 2024-025 and Ordinance 2024-011 are herein incorporated by reference into the minutes.)*

3. Introductions, Recognitions, Presentations and/or Proclamations

- A. Presentations
 - i. Monthly report – Sergeant Stringer shared recent call information. He encouraged motorists to slow down while driving through Town when events are occurring at Shallowford Square noting there are many pedestrians. Pedestrians were also encouraged to use the lighted crosswalks because deputies are stationed at these areas to assist.

2024													
TYPE OF INCIDENT	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Total calls for service	575	657	715	682	605								
Security Check	277	347	408	368	300								
Traffic Arrest / Violation	34	38	24	30	25								151
Alarm	11	1	19	14	16								61
Priority Call Response Time	5.9	5	5	4.1	5.4								25.4
2023													
TYPE OF INCIDENT	JAN	FEB	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Total calls for service	872	676	751	758	754								575
Security Check	570	396	136	446	442								
Traffic Arrest / Violation	49	47	51	75	41								
Alarm	17	23	23	22	15								
Priority Call Response Time	5.2	3.6	5.2	5.3	5								

- ii. Introduction of Deputy Stephens – Sergeant Stringer introduced Deputy John ‘Cody’ Stephens as the Town’s newest officer. Deputy Stephens has sixteen years of law enforcement experience.
- iii. Council Member Welch inquired if there is a program for air conditioning units for the elderly. Sergeant Stringer was not familiar with a program but he did encourage residents to be a good neighbor and check on others.

4. **Public Forum** – None

5. **Public Hearing**

A. Rezoning – L-109 – 2065 Glenn Ferry Court

- i. Staff presentation – Manager Tolbert shared the rezoning request is in conjunction with an annexation request. The property needs to be rezoned from RS-30 Forsyth County to RS-30 Town of Lewisville. The Planning Board voted unanimously to recommend approval at their April 10, 2024 meeting. Rezoning is contingent upon annexation approval.
- ii. Public Hearing – Brady Allen, 2065 Glenn Ferry Court, stated he grew up in Lewisville and purchased this property after college.
- iii. Council discussion
- iv. Council consideration – Ordinance 2024-012– Change zoning from Forsyth County RS-30 to Town of Lewisville RS-30 – 2065 Glenn Ferry Court – Council Member Sadler moved to approve Ordinance 2024-012. The motion was seconded by Mayor Pro Tem Hunt and approved unanimously. *(Ordinance 2024-012 is herein incorporated by reference into the minutes.)*

B. Annexation – 2065 Glenn Ferry Court

- i. Staff presentation – Manager Tolbert stated the property owner has requested contiguous annexation into the Town of Lewisville.
- ii. Public Hearing – Brady Allen, 2065 Glenn Ferry Court, requested Council to favorably consider annexation of his property.
- iii. Council discussion

B. Council consideration – Ordinance 2024-013 – Extend the Town of Lewisville corporate limits to include 2065 Glenn Ferry Court – Council Member Welch moved to approve Ordinance 2024-013. The motion was seconded by Council Member Huffman and approved unanimously. *(Ordinance 2024-013 is herein incorporated by reference into the minutes.)*

6. New Business

- A. Ordinance 2024-001 – 2024-2025 Budget – Manager Tolbert shared the proposed 2024-2025 Budget includes a property tax increase from 17.7 cents to 21.7 cents due to solid waste, recycling and community policing increases. The Willow Run Municipal Service District tax is also proposed to increase from 5 cents to 10 cents for repairs to Lake Marblehead Dam. Council Member Sadler moved to approve Ordinance 2024-001. The motion was seconded by Council Member Long. Mayor Horn, Mayor Pro Tem Hunt and Council Members Long, Sadler and Welch voted in favor. Council Member Huffman voted in opposition. Motion passed 5-1. *(Ordinance 2024-001 is herein incorporated by reference into the minutes.)*
- B. Ordinance 2024-014 – Amending the Sidewalks, Bike Paths and Greenways Capital Reserve Fund – The amendment reflects no 2024-2025 contribution to the Sidewalks, Bike Paths and Greenways Capital Reserve Fund. Council Member Welch moved to approve Ordinance 2024-014. The motion was seconded by Council Member Sadler and approved unanimously. *(Ordinance 2024-014 is herein incorporated by reference into the minutes.)*
- C. Ordinance 2024-015 – Amending the Municipal Buildings and Land Capital Reserve Fund – The amendment reflects no 2024-2025 contribution to the Municipal Buildings and Land Capital Reserve Fund. Council Member Huffman moved to approve Ordinance 2024-015. The motion was seconded by Mayor Pro Tem Hunt and approved unanimously. *(Ordinance 2024-015 is herein incorporated by reference into the minutes.)*
- D. Ordinance 2024-016 – Amending the Public Works Facility Capital Reserve Fund – The amendment reflects no 2024-2025 contribution to the Public Works Facility Capital Reserve Fund. Council Member Long moved to approve Ordinance 2024-016. The motion was seconded by Mayor Pro Tem Hunt and approved unanimously. *(Ordinance 2024-016 is herein incorporated by reference into the minutes.)*
- E. Ordinance 2024-017 – Amending the Parks and Recreation Capital Reserve Fund – The amendment reflects no 2024-2025 contribution to the Parks and Recreation Capital Reserve Fund. Mayor Pro Tem Hunt moved to approve Ordinance 2024-017. The motion was seconded by Council Member Sadler and approved unanimously. *(Ordinance 2024-017 is herein incorporated by reference into the minutes.)*

Mayor Horn stated it is alarming that the Town has not contributed to the capital reserve funds the last several years. He expressed hope for renewed enthusiasm next year.

- F. Ordinance 2024-018 – Order to collect 2024 taxes – Mayor Pro Tem Hunt moved to approve Ordinance 2024-018. The motion was seconded by Council Member Sadler and approved unanimously. *(Ordinance 2024-018 is herein incorporated by reference into the minutes.)*
- G. Ordinance 2024-019 – Order to collect 2023 and prior years' taxes – Council Member Long moved to approve Ordinance 2024-019. The motion was seconded by Council Member Welch and approved unanimously. *(Ordinance 2024-019 is herein incorporated by reference into the minutes.)*
- H. Resolution 2024-026 – Awarding janitorial service contract for Jack Warren Pak, Shallowford Square, Town Hall Annex and G Galloway Reynolds Community Center - \$50,496 – Council Member Sadler moved to approve Resolution 2024-026. The motion was seconded by Council Member Long and approved unanimously. *(Resolution 2024-026 is herein incorporated by reference into the minutes.)*
- I. Resolution 2024-027 – Awarding janitorial service contract for Town Hall - \$27,384 – Council Member Long moved to approve Resolution 2024-027. The motion was seconded by Council Member Sadler and approved unanimously. *(Resolution 2024-027 is herein incorporated by reference into the minutes.)*

- J. Resolution 2024-028 – Awarding horticultural maintenance contract - \$95,616 – Council Member Huffman moved to approve Resolution 2024-028. The motion was seconded by Mayor Pro Tem Hunt and approved unanimously. *(Resolution 2024-028 is herein incorporated by reference into the minutes.)*
- K. Resolution 2024-029 – Awarding grounds maintenance services contract – Mayor Pro Tem Hunt moved to approve Resolution 2024-029. The motion was seconded by Council Member Huffman and approved unanimously. *(Resolution 2024-029 is herein incorporated by reference into the minutes.)*
- L. Resolution 2024-030 – Awarding snow and ice removal contract – Council Member Welch moved to approve Resolution 2024-030. The motion was seconded by Council Member Long and approved unanimously. *(Resolution 2024-030 is herein incorporated by reference into the minutes.)*
- M. Ordinance 2024-020 – Amend Grant Project Ordinance for the American Rescue Plan Act of 2021: Coronavirus State and Local Fiscal Recovery Funds – Mayor Pro Tem Hunt moved to approve Ordinance 2024-020. The motion was seconded by Council Member Sadler and approved unanimously. *(Ordinance 2024-020 is herein incorporated by reference into the minutes.)*
- N. Appointment 2024-003 – Triad Municipal Alcoholic Beverage Control System Board – Council Member Huffman moved to approve Appointment 2024-003 appointing Ed Smith to a three-year term on the Triad Municipal Alcoholic Beverage Control System Board. The motion was seconded by Mayor Pro Tem Hunt and approved unanimously. *(Appointment 2024-003 is herein incorporated by reference into the minutes.)*
- O. Ordinance 2024-021 – Street maintenance acceptance of a portion Plemmons Road – The North Carolina Department of Transportation has requested the Town to accept maintenance of 265 feet of Plemmons Road that is gravel and outside town limits. If accepted by Council, the Town will receive Powell Bill funds. Mayor Pro Tem Hunt moved to approve Ordinance 2024-021. The motion was seconded by Council Member Welch and approved unanimously. *(Ordinance 2024-021 is herein incorporated by reference into the minutes.)*

Manager Tolbert explained the next three items of business relates to the purchase of the former US Post Office property at 6524 Shallowford Road. In order to enter into a contract or purchase agreement, the Council must establish a capital project ordinance and amend the current fiscal year budget.

- P. Ordinance 2024-022 – Establish Public Works Facility Capital Project Ordinance - \$1,000,000 – Council Member Sadler moved to approve Ordinance 2024-022. The motion was seconded by Council Member Long and approved unanimously. *(Ordinance 2024-022 is herein incorporated by reference into the minutes.)*
- Q. Ordinance 2024-023 – Close out the Public Works Facility Capital Reserve Fund – Balance of \$899,325.47 – Council Member Sadler moved to approve Ordinance 2024-023. The motion was seconded by Mayor Pro Tem Hunt and approved unanimously. *(Ordinance 2024-023 is herein incorporated by reference into the minutes.)*
- R. Ordinance 2024-024 – Amend Budget Ordinance 2023-001 – Transfer balance of \$899,325.47 in the Public Works Facility Capital Reserve Fund to the Public Works Facility Capital Projects Fund – Mayor Pro Tem Hunt moved to approve Ordinance 2024-024. The motion was seconded by Council Member Long and approved unanimously. *(Ordinance 2024-024 is herein incorporated by reference into the minutes.)*
- S. Resolution 2024-031 – Purchase of Property – 6524 Shallowford Road – Council Member Welch moved to approve Resolution 2024-031 authorizing the Town Manager to execute all documents related to the purchase of 6524 Shallowford Road in the amount of \$700,000. The motion was seconded by Council Member Long and approved unanimously. *(Resolution 2024-031 is herein incorporated by reference into the minutes.)*

7. **Administrative Reports**

A. Upcoming events and closings

- i. Street Party & Food Truck Festival – The Band of Oz – June 22, 6-9 PM
- ii. Independence Day Tribute Concert – Jim Quick & Coastline – June 29, 7-9 PM
- iii. Town offices closed – July 4

B. Clerk's Report

- i. CPR Class – August 10, 8 AM-12 PM, MAWCC

8. **For the Good of the Order**

A. Public comments

- i. Susan Frey, 165 Will Austin Court, inquired about project information related to the Great Wagon Road. Mayor Horn inquired if the Town could get a simplified map for the Town's website.

B. Council comments

- i. Mayor Horn stated that since the Town did not have any transportation projects needing funding this cycle, the Town's points were allocated to Bermuda Run's 801 widening project.
- ii. Council consensus was given for the following Council committee changes:
 - a. Monte Long to serve as primary delegate for Piedmont Triad Regional Council (PTRC)
 - b. Melissa Hunt to serve on the Administrative Committee
- iii. The Town is receiving approximately \$100/month for the electric vehicle (EV) charging stations.
- iv. Applications have been received for the Planning Director opening and interviews will be held soon.

9. **Adjournment** – Council Member Huffman moved to adjourn the meeting at 7:11 PM. The motion was seconded by Council Member Long and approved unanimously.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk