

Lewisville Town Council Budget and Action Meeting #1
Monday, April 12, 2021 - 6:00 p.m. - Meeting Minutes
ZOOM Electronic Meeting Originating at Town Hall
6510 Shallowford Road

Council Budget Workshop #1

Apr 12, 2021 06:00 PM Eastern Time (US and Canada)

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/81263158548?pwd=TEdJWUhlMURBQTJvRFk3eW90THJhQT09>

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1. **Call to Order:**
 - a. Roll Call
 - i. Mayor Mike Horn called the meeting to order at 6:00 p.m. Council Members present were Jeanne Marie Foster, Fred Franklin, Melissa Hunt, Ken Sadler, David Smitherman and Jane Welch. Also present were Town Manager Hank Perkins, Finance Officer, Pam Orrell, Public Works Director Ryan Moser, Planner Stacy Tolbert and Town Clerk Joyce Walker.
 - b. Approval of Agenda
 - i. Council Member Franklin moved to approve the agenda. The motion was seconded by Council Member Sadler and approved unanimously by roll call vote of ayes from Council Members Foster, Franklin, Hunt, Sadler, Smitherman, Welch and Mayor Horn.
 2. **Budget Review**
 - a. General Fund
 - i. Revenues
 - (1) The following revenues were reviewed, noting that projections are received from the NC League of Municipalities.
 - (a) General Revenues
 - (b) Ad Valorem
 - (c) State shared revenues
 - (d) Article 39, 40, 42
 - (e) Beer and wine tax
 - (f) Electricity
 - (g) Piped natural gas
 - (h) Telecom sales tax
 - (i) Video programming sales tax and solid waste disposal tax
 - (j) Powell Bill
 - (k) ABC and occupancy tax
 - (i) Mrs. Orrell will email Council members on how ABC proceeds are allocated.

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- (ii) She will also find the definition of economic development as it pertains to the hotel occupancy tax.
 - (l) Investment earnings
 - (i) Mrs. Orrell is to check with other municipalities on other investments they may be using.
 - (m) Miscellaneous income
 - (n) Appropriated Fund Balance
 - (2) Mrs. Orrell shared the above information in the form of a pie chart.
 - (a) No additional service levels will be included in this budget. Leaf and limb pickup had been discussed in great detail at the retreat; however, it was decided that more information was needed on cost and there needs to be a survey of the residents.
- ii. Expenditures (by Department)
- (1) Personnel ***Reviewed, no change.***
 - (a) A full time laborer is being added to the staff.
 - (b) There is also a 3-month overlap for the hiring of a new clerk to shadow the current clerk before retirement.
 - (2) Governing Body ***Reviewed, no change.***
 - (a) Council Members were advised that funding has been included for additional videos.

Council took a break between 7:35 p.m. and 7:45 p.m.

- (3) Administration ***Reviewed, no change.***
 - (a) Council was advised that staff is reviewing the use of Charter as a replacement for Windstream as the town's telephone/internet service provider.
 - (i) Staff was asked to check into bundling packages.
 - (b) Sage will be used for monitoring.
 - (i) Staff was asked to check into bundling packages also.
 - (c) Office 365 will be used for email because it is more reliable and functional.
 - (i) Staff will also check into Apple email addresses.
- (4) Student Leadership ***Reviewed, no discussion at this time.***
- (5) Finance ***Reviewed, no change.***
- (6) Debt Service ***Reviewed, no change.***
- (7) Planning ***Reviewed, no change.***
 - (a) There was discussion on bringing code enforcement in-house, staffing, the amount spent on "plan review," and permitting for final inspections.
- (8) Beautification ***Reviewed, no change.***
 - (a) Staff has been able to negotiate a 3-year contract with Mr. Hannah for plant maintenance and the use of his expertise as an arborist if council is agreeable.

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- (9) Community Policing *Reviewed, no change.*
 - (a) The final actual specific amount owed on the contract with the Sheriff's Office is not provided until until the end of the year.
 - (10) Public Safety *Reviewed, no change.*
 - (a) There was discusstion on speeding in the neighborhoods.
 - (i) Staff will check into mobile speed humps; however, everyone was reminded that there could be impacts to the road surface if used.
- b. The remaining departments and miscellaneous items will be reviewed at the next budget meeting scheduled for Monday, April 19, 2021 at 6:00 p.m.
- i. Public Works
 - ii. Streets
 - iii. Powell Bill
 - iv. Storm Water
 - v. Solid Waste
 - vi. Recycling
 - vii. Parks and Recreation
 - viii. Willow Run Municipal Service District
 - (1) Revenues
 - (2) Expenses
 - ix. Capital Reserve Funds
 - x. Capital Project Funds
 - xi. Fee Schedule
3. **Adjournment**
- a. Council Member Franklin moved to adjourn the meeting at 8:40 p.m. The motion was seconded by Council Member Smitherman and approved unanimously by roll call vote of ayes from Council Members Foster, Franklin, Hunt, Sadler, Smitherman, Welch and Mayor Horn.

Mike Horn, Mayor

ATTEST:

Joyce C. McWilliams Walker, Town Clerk