Lewisville Town Council
Briefing and Action Meeting Minutes
October 1, 2026 – 6:00 PM
Lewisville Town Hall 2nd Floor Conference Room
6510 Shallowford Road

1. **Call to Order:**
   A. Mayor Carter opened the meeting at 6:00 PM. In attendance were Mayor Billy Carter, and Councilmembers Brady Allen, Fred Franklin, Gerry Gallagher, Suzanne Newsome and Mack Wilder. Mayor Pro-Tem Stacy Howard was absent. Also attending were Town Manager Stacy Tolbert, Assistant Town Manager / Public Works Director Jon Hanna, Finance Director Pam Orrell, Planning Director Lynn Cochran, and Town Attorney Al Andrews.
   B. Adoption of Agenda – Moved by Councilmember Franklin, seconded by Councilmember Gallagher to adopt the agenda as amended. The motion carried unanimously.
2. **Items Requiring Council Direction**
   A. North Carolina Department of Commerce Rural Planning Program Presentation - Virtual – Mayor Carter referenced local business owner support efforts; submitted ideas for a lively downtown; information on the North Carolina Department of Commerce (NCDOC) Main Street Program; and called on Town Manager Stacy Tolbert. Town Manager Tolbert recognized NCDOC Rural Planning Program Manager Karen Smith. Ms. Smith made a PowerPoint Presentation; outlined the Main Street and Rural Planning programs mission; outlined services provided; community engagement; highlighted program regional contacts; reviewed vision and market assessments; grant project qualifications; spoke to the setup of Economic Development boards and/or committees or a working group; to strategic planning; to a five year planning process; highlighted available technical assistance, training, and education; reviewed grant opportunities; and provided program contact information. Discussion took place regarding regional presentation; and program success stories. Mayor Carter outlined next steps. Town Manager Tolbert provided a brief history of the item; spoke to the need for Council education; explained the difference between the programs; qualifiers for the Main Street Program; the requirement for a staff Downtown Planner; for budgetary commitments; a visional strategic economic development plan; and spoke to a one-year and five-year economic development plan. Councilmember Allen requested the item be placed on the Council Retreat agenda in 2027.

(A copy of the PowerPoint Presentation is filed in Exhibit Folder October 2026, which is hereby referred to and made a part of these minutes.)

   B. Social Media Policy – Mayor Carter recognized Councilmember Allen in regards to clarity on the policy. Councilmember Allen voiced concerns regarding public mistrust; and Council non-compliance. Robust discussion took place regarding concerns with the disclaimer requirement; purpose of the disclaimer; public perspective; the review and Council vote on the amended policy; the censure of Councilmembers and associated cost; and First Amendment Rights. During discussions, Councilmember Wilder stated the need to leave the meeting to which Mayor Carter voiced concerns. Mayor Carter voiced he would not include the disclaimer on social media platforms.
   C. Data Center Moratorium – Mayor Carter spoke to research conducted; referenced a Forsyth County Commissioners vote on a moratorium; public feedback; a moratorium schedule document sent to Council; and to Town Attorney Al Andrews guidance. Attorney Andrews spoke to statutory requirements; to challenges with a moratorium; to problems and conditions for cause; to actions, and schedules and specific reasons. Discussion ensued regarding the lack of ability to answer required questions; the Unified Development Ordinance (UDO) standards;

permitted uses, meeting standards; the need to be proactive; land availability; appropriately zoned areas; sufficient UDO regulations; data processing center research; cryptocurrency concerns; potential court outcomes; public feedback sessions; and statutory requirements. Councilmember Franklin recommended the topic be forwarded to the Planning Board for review and recommendations. Discussion continued regarding a twelve-month moratorium schedule prepared by Mayor Carter; an Environmental Conservation and Sustainability Committee presentation by Planning Director Lynn Cochran; and the lack of available land and power structures. Mayor Carter moved that the Town Council, Town Manager, Planning staff and Town Attorney prepare for Council consideration a proposed twelve-month development moratorium on new data center development applications and approval pursuant to North Carolina General Statues 160D-107 and further prepare the required finding supporting documentation public hearing schedule and draft ordinance language necessary to evaluate and consider such a moratorium at a future Council meeting. The motion was seconded by Councilmember Wilder. The motion failed due to a 3- 3 tie vote with Mayor Carter, Councilmember Newsome and Councilmember Wilder voting 'Yea' and Councilmembers Allen, Franklin and Gallagher voting 'No'. Councilmember Allen moved that Council charge the Planning Board to research the item; and to provide a recommendation to Council. It was the consensus of Council for the Planning Board to meet to research, review and make a recommendation to Council on a Data Center Moratorium.

Discussion continued regarding a time frame for the Planning Board to report back.

3. **Items Requiring Action at Briefing** – None
4. **Administrative Reports**
   A. Town Manager
      i. Great Wagon Road – Town Manager Tolbert explained a portion of the Great Wagon Road had been opened and was being utilized; reported out on the Shallowford and Williams Road closures; stated the closure would be effective through December for the new roundabout construction; and provided an update on the installation of street lights.
      ii. Lewisville-Viennna/Robinhood Road Roundabout Update – Town Manager Tolbert spoke to the continuation of construction with base asphalt, curbs and temporary signage installment. Discussion ensued regarding road closure timelines; the official Department of Transportation detour routes; impact on the Christmas parade routes; and sewer issues by the United Parcel Service store.
      iii. Lewisville Lift Station Update – Town Manager Tolbert stated construction was ongoing; spoke to the completion of retaining walls and sanitary sewer system; and to future vacuum testing of sewer manholes and the gravity sewer.
      iv. Public Art Advisory Committee Art Proposal – Town Manager Tolbert reminded Council about a budget approval for a proposed Public Art Advisory Committee (Art Committee) Council Chamber artwork; and provided an image of the proposed piece. Art Committee Chair John Armbruster spoke to a work in progress; to the scale and medium of the piece; and the request for Council input. Town Manger Tolbert continued to explain the art had been submitted by a committee member as a combination of the committee suggestions; spoke to a representation of Lewisville history; and to an upcoming meeting next week to finalize the art. Discussion took place regarding the color palette, the project scale; the historically based theme; and the purpose of the artwork. Town Manager stated the desire to share the concept with Council; and the need for Council feedback.
      v. Speeding on State Roads – Town Manager Tolbert explained traffic speed study requests had been sent to the North Carolina Department of Transportation (NCDOT); a review of collected data to determine whether or not a lower speed limit is warranted; spoke to a backlog; and to an estimated 60 day turn around.
   B. Town Clerk

i. Board and Committee Vacancies
ii. <u>The Local Boys Bluegrass Concert, October 3</u> – Town Manager Tolbert spoke to a potential weather event; should there be a need, the cancellation would be on the day of the event; and explained communication of such as needed.
iii. <u>Artist Talk – Daniel Robinson, October 5</u> – Town Manager Tolbert provided details of the art exhibit.
iv. Red Cross Blood Drive, October 7
v. The Goonies Movie Night, October 9
vi. <u>Bulky Item Pick Up Starts, October 12</u> – Town Manager Tolbert highlighted Bulky Item pick up.
vii. ECSC Fall Recycling Event, October 17
viii. <u>Flu Vaccination Clinic, October 24</u> – Town Manager Tolbert shared a first ever Flu Vaccination Clinic to be conducted at Mary Alice Warren Community Center; and spoke to a partnership with Lewisville Drug.
ix. Shalloween Festival, October 24

C. Public Works Director – None

Mayor Carter declared a recess at 8:14 PM; Council returned to open session at 8:19 PM with all members in attendance.

D. <u>Community Operations Manager</u> -
i. Quarterly Report - Operations Manager Brian Moore shared the recent quarterly report for usage at the Mary Alice Warren Community Center (MAWCC). Discussion ensued regarding proof of residency requirements; and interest rates on the MAWCC loan versus cash rates.

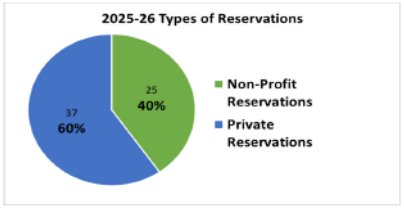
Programs	Schedule	Time	Room(s)	Shallow Ford Grant	Charge
1st Quarter 2026-2027					
Adult Acting-Improv	August 13, September 10	6:30pm-7:30pm	Shallow Ford	No	$10 per class
American Mahjong	Monday's in July, August, September	1:00pm-4:30pm	Vienna	No	Free
Beginner Hand Embroidery Class	July 18, September 26	10:00am-11:30am	Magnolia	No	$45 per class
Blood Drive	August 5	1:00pm-5:30pm	Shallow Ford/Lewisville	No	Free
CPR Class	September 12	8:00am-12:00pm	Lewisville/Vienna	No (Town of Lewisville & Lewisville Fire Department)	Free
Chess Group	July 5 & 19	2:00pm-4:00pm	Magnolia	No	Free
Colored Pencil Explorers	September 12	11:00am-1:00pm	Magnolia	No	Free
Colored Pencil Open Draw	Monday's in July, August, September	10:00am-1:00pm	Magnolia	No	Free
Family Art Drop-In	September 5	12:00pm-3:00pm	Magnolia	Yes (Arts Council of WS-FC)	Free
Grown Up & Me - Music & Movement	Thursday's in July, August, September	9:00am-10:00am	Lewisville	No	$55 per month of classes
	Tuesday's and Thursday's in July, August, September	10:00am-11:00am	Lewisville	No	$55 per month of classes
Jewelry Making Class	September 9	9:00am-11:00am & 11:30am-1:30pm	Magnolia	No	$20 per class
Let's Play Pennies	Wednesday's in July, August, September	1:00pm-4:00pm	Vienna	No	Free
Line Dancing Class	Tuesday's in July, August, September	3:30pm-7:00pm	Lewisville/Vienna	No	$7 per class
Lovely Layers: Unlock the Mysteries of Mixed Media	September 19	9:00am-12:00pm	Magnolia	Yes (Associated Artists of WS)	$17 for members/$22 for non-members
Mobility & Flexibility Class for Seniors	Monday's and Wednesday's in September	10:00am-11:00am	Lewisville	No	$100 per month of classes
	Monday's and Wednesday's in July, August, September	11:00am-12:00pm	Lewisville	No	$100 per month of classes
Peter and the Wolf	September 6	3:00pm-4:30pm	Lewisville	Yes (Music Carolina)	Free
Story Time Series	August 1, September 5	10:30am-11:30am	Magnolia	Yes (Arts Council of WS-FC)	Free
Swing Dance Concert	August 28	7:00pm-10:00pm	Shallow Ford/Lewisville/Vienna	Yes (Salem Band)	Free
Swing Dance Lessons and Concert	July 11	10:00am-1:00pm	Shallow Ford/Lewisville/Vienna	Yes (Salem Band)	Free
Tai Chi Class	Friday's in July, August, September	9:00am-10:00am	Lewisville/Vienna	No	Free
Winston-Salem Symphony Serenades	July 26. August 27, 30, September 5, 20	Times Vary	Lewisville/Vienna	Yes (Winston-Salem Symphony)	Free
Writing Stories for Your Life	July 13, August 10, September 14	10:00am-12:00pm	Great Wagon	No	Free
Yang 24 Tai Chi	September 24	10:00am-11:00am	Vienna	No	Free
Yoga Class	Tuesday's in July, August, September	6:00pm-7:00pm	Shallow Ford	No	Free
Zumba Class	July 13 & 27, September 14, 21, 30	6:00pm-7:00pm	Lewisville	No	$10 per class

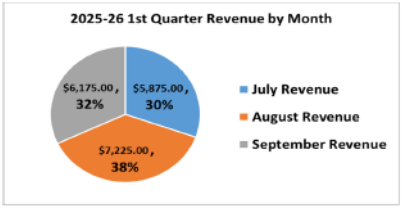
Non-Profit	Type of Event	Date	Time Reserved	Room(s) Reserved	Fee
1st Quarter 2026-2027					
American Legion Post 522	Monthly Meeting	September 3	7:00pm-9:30pm	Lewisville	$ -
Girl Scout Troop 10231	Meeting	August 31, September 14, 28	6:30pm-8:00pm	Shallow Ford	$ -
Girl Scout Troop 40052	Meeting	August 20, September 3, 17	6:30pm-7:30pm	Vienna	$ -
Lewisville-Clemmons Chamber of Commerce	Leadership Lewisville-Clemmons	September 3	8:00am-5:00pm	Shallow Ford/Lewisville/Vienna/Kitchen	$ -
Lewisville Civic Club	Monthly Board Meeting	July 13, August 17	5:00pm-7:00pm	Great Wagon	$ -
	Monthly Meeting	July 16, August 20	5:00pm-8:30pm	Shallow Ford/Kitchen	$ -
Lewisville Elementary School	Meeting	July 14	8:00am-3:00pm	Magnolia	$ -
Lewisville Garden Club	Meeting	September 23	9:00am-1:00pm	Magnolia	$ -
Lewisville Historical Society	Membership Meeting	September 14	4:00pm-9:00pm	Shallow Ford/Kitchen	$ -
Lewisville Branch Library	Pirates Day Program	September 19	2:00pm-3:15pm	Magnolia	$ -
	Tai Chi Class	September 26	2:00pm-3:00pm	Vienna	$ -
North Carolina League of Municipalities	Accounting Services	July 29	9:00am-3:00pm	Shallow Ford/Kitchen	$ -
Piedmont Flyers	Monthly Meeting	July 27, August 31, September 28	6:00pm-7:30pm	Great Wagon	$ -
Representative Harrigan	Mobile Office Hours	September 30	11:00am-2:00pm	Great Wagon	$ -
Shallow Ford Foundation	Board Meeting	July 22	11:30am-2:00pm	Shallow Ford/Kitchen	$ -

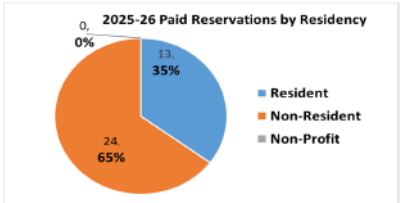
Type of Reservation	Date	Time Frame	Room(s) Rented	Revenue	Resident
Celebration of Life	July 11	4:00pm-8:00pm	Shallow Ford/Lewisville/Vienna/Kitchen	$ 1,075.00	No
Birthday Party	July 12	2:00pm-6:00pm	Shallow Ford/Kitchen	$ 375.00	No
Eduational Event	July 16	9:00am-4:00pm	Shallow Ford/Kitchen	$ 525.00	No
Family Reunion	July 18	4:00pm-10:00pm	Shallow Ford/Lewisville/Vienna/Kitchen	$ 1,425.00	No
Baby Shower	July 19	11:00am-4:00pm	Vienna	$ 250.00	Yes
Celebration of Life	July 19	11:00am-3:00pm	Shallow Ford/Lewisville/Kitchen	$ 575.00	Yes
Private Event	July 25	1:00pm-10:00pm	Shallow Ford/Lewisville/Vienna/Kitchen	$ 1,650.00	Yes
			July Revenue	$ 5,875.00	
Vow Renewal	August 1	1:00pm-8:00pm	Shallow Ford/Lewisville/Kitchen	$ 1,150.00	No
Birthday Party	August 1	5:00pm-9:00pm	Vienna	$300	No
			Stayed an hour after reservation time	$ 50.00	
Birthday Party	August 2	10:00am-2:00pm	Shallow Ford/Kitchen	$ 375.00	No
Birthday Party	August 8	9:30am-3:30pm	Shallow Ford/Kitchen	$ 375.00	Yes
Baby Shower	August 8	10:00am-2:00pm	Magnolia	$ 100.00	Yes
Birthday Party	August 8	11:00am-3:00pm	Vienna	$ 300.00	No
Graduation Party	August 9	1:30pm-5:30pm	Lewisville	$ 300.00	Yes
Birthday Party	August 15	10:00am-5:00pm	Vienna	$ 450.00	No
Baby Shower	August 15	10:00am-5:00pm	Shallow Ford/Lewisville/Kitchen	$ 1,150.00	No
Bridal Shower	August 15	12:00pm-4:00pm	Magnolia	$ 200.00	No
Wedding Reception	August 16	10:00am-4:00pm	Shallow Ford/Lewisville/Kitchen	$ 825.00	Yes
Finanical Education Workshop	August 19	5:00pm-9:00pm	Shallow Ford	$ 300.00	No
Wedding Shower	August 22	10:00am-4:00pm	Shallow Ford/Lewisville/Kitchen	$ -	Staff One-time
Memorial Service	August 23	10:00am-2:00pm	Lewisville	$ 300.00	Yes
Non-Profit Fundraiser	August 29	11:00am-5:00pm	Shallow Ford/Kitchen	$ 475.00	No
Baby Shower	August 30	10:00am-4:00pm	Shallow Ford/Kitchen	$ 475.00	No
Baby Shower	August 30	3:00pm-7:00pm	Magnolia	$ 100.00	Yes
			August Revenue	$ 7,225.00	
Family Gathering	September 4	4:00pm-8:00pm	Shallow Ford/Kitchen	$ 375.00	No
Baby Shower	September 6	12:00pm-4:00pm	Shallow Ford/Kitchen	$ 375.00	No
Baby Shower	September 12	1:00pm-8:00pm	Shallow Ford/Kitchen	$ 525.00	No
Birthday Party	September 12	4:00pm-10:00pm	Lewisville	$ 550.00	No
WFU History Department	September 18	4:30pm-8:30pm	Lewisville	$ 400.00	No
Baby Shower	September 19	12:00pm-4:00pm	Viennna	$ 200.00	Yes
Reunion	September 19	3:00pm-9:00pm	Shallow Ford/Lewisville/Kitchen	$ 1,025.00	No
Wedding Dinner	September 20	3:00pm-9:00pm	Shallow Ford/Kitchen	$ 375.00	Yes
Wedding	September 25	6:00pm-10:00pm	Lewisville	$ 400.00	No
	September 26	12:00pm-8:00pm	Lewisville	$ 700.00	No
Celebration of Life	September 26	12:00pm-4:00pm	Vienna	$ 300.00	No
Birthday Party	September 26	1:00pm-5:00pm	Shallow Ford/Kitchen	$ 275.00	Yes
Gender Reveal	September 26	6:00pm-10:00pm	Vienna	$ 300.00	No
Birthday Party	September 27	1:00pm-7:00pm	Shallow Ford/Kitchen	$ 375.00	Yes
			September Revenue	$ 6,175.00	
			1st Quarter Revenue	$ 19,275.00	
			Fiscal Year Total	$ 19,275.00	

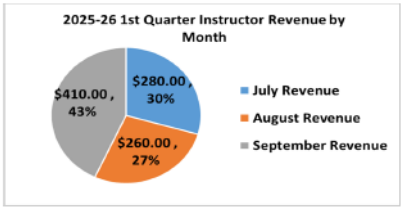
	Jul-26	Aug-26	Sep-26	Total
Non-Profit Reservations	6	7	12	25
Private Reservations	7	16	14	37
Programs	55	53	70	178
	68	76	96	240

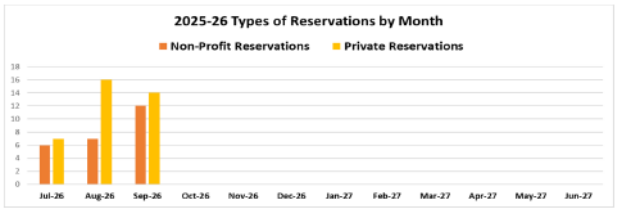
Combined Reservations	62
# of Programs	178













5. Tentative Agenda Items for Regular Meeting on October 8, 2026

A. Consent Agenda – Discussion took place regarding general fund disbursements to date; and property tax revenues.
   i. Resolution 2026-034 – Financial Statements for Two Months Ended August 31, 2026

B. Introductions, Recognitions, Presentations and/or Proclamations
   i. Presentation
      a. Sheriff's Office – Mayor Carter referenced an upcoming presentation on Flock cameras.

C. Public Hearing – Town Manager Tolbert spoke to a staff presentation at the October 8th meeting; explained the benefits to Council and the public; provided image of the parcels; and outlined land usages. Discussion took place regarding land use requests.
   i. Ordinance 2026-018 – Public Hearing for Annexation – 0 Chickasha Drive
      a. Staff Presentation
      b. Public Hearing
      c. Council Discussion
      d. Council Consideration – Ordinance 2026-018 – Annex 0 Chickasha Drive
   ii. Ordinance 2026-019 – Public Hearing for Rezoning – 0 Chickasha Drive
      a. Staff Presentation
      b. Public Hearing
      c. Council Discussion
      d. Council Consideration – Ordinance 2026-019

D. Old Business
   i. Ordinance 2026-017 – Amend Fee Schedule in Reference to Notary Service Fees (note: this item was tabled from the September 10th meeting of Council) – Mayor Carter provided an update on previous discussions. Town Manager Tolbert spoke to the item being tabled at the last Council meeting; explained the need for a clean, clarified fee schedule for residents versus non-residents and businesses in town versus outside of town; explained the challenges with varying scenarios; spoke to the need to consider staff interpretation; and explained a solution stating residents would be free and non-residents would be charged. The proposed charges would stand as $9 for one signature, $10 for two signatures, and $11 for three or more signatures. Discussion took place regarding proper verbiage such as open market fees; and parliamentary procedures to un-table an item.

   New Business

   ii. Ordinance 2026-020 – Amend Facility Use Exemption List – Town Manager Tolbert distributed a document for review; referenced organizations grandfathered into the exemption list as of the meeting in September; additional applications received; spoke to meetings of the Special Projects Review Committee (the Committee) ; and outlined organizations recommended by the Committee for approval as Shallowford Foundation, American Red Cross, Lewisville-Clemmons Chamber of Commerce, Reagan High School Band Booster (to use one of the four approved opportunities for Reagan High School), and Forsyth County AuxComm (restricted to one usage per year to include only two rooms). Town Manager Tolbert continued to explain the removal of the Shepard Center (as they provide programming only); stated removal of the Rotary Club of Western Forsyth County, Forsyth Home Educators, and the Piedmont Flyers Club as applications were not received by these organizations; and highlighted multiple attempts by staff to contact the organizations.

(A copy of the document is filed in Exhibit Folder October 2026, which is hereby referred to and made a part of these minutes. All applications referenced are filed in the Special Projects Review Committee notebook.)

iii. Sales Tax for Willow Run Municipal Service District (MSD) – Finance Director Pam Orrell referenced a distributed staff report; spoke to a special tax district; to a report from the University of North Carolina of Chapel Hill School of Government (SOG) regarding sales tax distribution; highlighted statutory requirements for distribution; explained the process for tax collection and distribution; an error in municipalities across North Carolina; referenced a three-year statute of limitations; recognized the Town of Lewisville had not been in compliance since 2016; spoke to the need for correction; and requested Council direction. Discussion took place regarding a general fund transfer; the total amount due for the three-year limitation compared to funding figured back to 2016; and legal liability and limitations. Dialogue ensued regarding the set-up of the Willow Run Municipal Service District; the need for dam repairs in the neighborhoods; town ownership and maintenance of the dams and lakes; and whether to pay the Willow Run MSD only funds for the required three-years, to pay the required three-years plus one additional year in a good-faith effort, or to pay all funds dating back to 2016. Motion by Councilmember Newsome, 2nd by Councilmember Wilder to reimburse the Willow Run MSD $100,985.71 for funds due on sales tax revenue through 2016. The motion carried by a vote of 5-2 with Mayor Carter and Councilmember Franklin voting 'No'.

i. **For the Good of the Order –** Councilmember Newsome highlighted the Friends of the Library. Councilmember Gallagher commended staff on concerns addressed at Conrad Farms. Councilmember Allen inquired about financial safe guards implemented by the town. Councilmember Franklin inquired about the recent North Carolina League of Municipalities Legislative Summit; and encouraged Council to wear pink at the October Council meeting. Mayor Carter spoke to requirements for public comment speakers. Town Attorney Andrews highlighted North Carolina General Statutes regarding public comment periods; explained the adoption of reasonable rules governing the conduct of public speakers and providing maintenance for decorum; referenced historical practices; and recommended a written policy for consistency. Discussion continued regarding requirements for speakers to provide their address or proof of residency; stricter laws for public hearings; and campaigning from the podium.

6. Adjournment – Moved by Councilmember Newsome, seconded by Councilmember Gallagher to adjourn the meeting at 9:45 PM. The motion passed unanimously.

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Billy Carter, Jr., Mayor

ATTEST:

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Angela Lord, Town Clerk