



**Lewisville Town Council
Budget Work Shop**

April 16, 2026 – 6:00 PM –

Recessed to April 21, 2026, 6:00 PM –

Recessed to April 30, 2026, 6:00 PM

**Lewisville Town Hall 1st Floor Council Chamber
6510 Shallowford Road**

1. **Call to Order** - Mayor Carter opened the meeting at 6:00 PM. In attendance were Mayor Billy Carter, Mayor Pro-Tem Stacy Howard, Councilmembers Brady Allen, Fred Franklin, Gerry Gallagher, Suzanne Newsome and Mack Wilder. Also attending were Town Manager Stacy Tolbert, Assistant Town Manager / Public Works Director Jon Hanna, Town Clerk Angie Lord, Finance Director Pam Orrell and Planning Director Lynn Cochran.

Mayor Pro-Tem Howard moved to approve the agenda. The motion was seconded by Councilmember Newsome and approved unanimously.

2. **Old Business**

- A. **2026 Spring Street Paving Contract Update** - Town Manager Stacy Tolbert reviewed the scheduled bid opening; explained only two bids were received; the extension for bids; stated four bids were received this week; bids were lower than anticipated; and recognized Assistant Town Manager / Public Works Director Jon Hanna to provide an update on a paving contract.

Director Hanna highlighted legacy contractors; explained staff research of additional street paving for funding allocated; base and alternate street work; and stated staff anticipated to bring a contract for Council consideration at the Budget Work Shop next week.

Discussion took place regarding the \$900,000 street paving allocation; and contractor credentials.

3. **Budget Review** – Town Manager Tolbert outlined an overview of the budget review process; referenced the budget message; and spoke to a review of the proposed budget work book.

Councilmember Wilder left the meeting at 6:13 PM; and returned to the meeting at 6:14 PM.

Finance Director Pam Orrell provided a review of the General Fund Revenues; explained Ad Valorem and Property Tax as the Town's two largest revenue sources; highlighted various revenue sources; spoke to declining revenue sources; projected total revenues for the 2026-2027 fiscal year; and referenced one-time expenditures scheduled out of the General fund for Stormwater compliance, the American with Disabilities Act website update, and connectivity between Town Hall and the Public Works Building.

Discussion ensued regarding property tax penalties and interests; e-commerce sales tax; the electric vehicle charging station; planning development fees; Mary Alice Warren Community Center fees and revenues; and peddler permits.

Finance Director Orrell outlined the proposed \$20,000 budget funding for a connectivity link between Town Hall and the Public Works Building. Director Hanna highlighted a potential need for an easement in regards to the school property.

Councilmember Franklin inquired about Americans Disability Act (ADA) compliance; voiced concern with projected funding for the project; and explained a vision for connectivity for pedestrians/residents to park in a public space and have direct access to the Council Chamber. Director Hanna explained ADA grade compliance requirements; and shared the request to accomplish for a connection to allow for staff golf cart access.

Discussion continued regarding an on-site visit during a recess.

Mayor Carter declared a recess at 7:29 PM. Council reconvened at 7:45 PM with all members in attendance.

Following the recess, it was shared that Director Hanna would do additional research on the connectivity project for a later report to Council.

Town Manager Tolbert began an overview of town expenditures; distributed a merit-bonus vs. salary increases document; highlighted salaries and benefits; referenced the recognition of a new staff member at the May Council meeting; and spoke to Cost of Living Adjustments (COLA) and merit increases.

Councilmember Gallagher left the meeting at 8:40 PM; and returned at 8:42 PM.

Discussion took place regarding state defined benefit plans; insurance options research; staff overtime procedures and policies; Council compensation; legal services; Capital Reserve and Debt Service funds; and construction inflation cost.

Councilmember Gallagher left the meeting at 9:04 PM; and returned at 9:07 PM.

Discussion continued regarding Facility Use Exemption / Grant request processes; and Community Day allocated funding.

Mayor Carter requested staff research data on services provided to the community in the last fiscal year.

- 4. Recess** – Councilmember Allen moved to recess the meeting at 9:12 PM until April 21, 2026 at 6 PM in the Town Council Chamber. The motion as seconded by Councilmember Franklin and approved unanimously.

**APRIL 21, 2026
6:00 PM**

- 5. Call to Order** - Mayor Carter opened the meeting at 6:00 PM. In attendance were Mayor Billy Carter, Mayor Pro-Tem Stacy Howard, Councilmembers Brady Allen, Fred Franklin, Suzanne Newsome and Mack Wilder. Councilmember Gerry Gallagher was absent. Also attending were Town Manager Stacy Tolbert, Assistant Town Manager / Public Works Director Jon Hanna, Town Clerk Angie Lord, Finance Director Pam Orrell and Planning Director Lynn Cochran.

Councilmember Allen moved to approve the agenda. The motion was seconded by Mayor Pro-Tem

Howard and approved unanimously.

6. Old Business

- A. Resolution 2026-014 – Resolution to Award Paving Contract for Street Paving with Waugh Asphalt, Inc. in the Amount Not to Exceed \$693,229. Town Manager Tolbert referenced an update at the Budget Work Shop last week; the inclusion of additional streets for paving; and recognized Director Hanna.

Director Hanna expressed the need for additional work on declining roads; and spoke to use of allocated funding.

Discussion took place regarding Powell Bill funding; and recognition of Councilmember Wilder for assistance in obtaining additional bids.

Councilmember Franklin moved to approve Resolution 2026-014. The motion was seconded by Councilmember Newsome and approved unanimously.

RESOLUTION 2026-014 OF THE LEWISVILLE TOWN COUNCIL AWARDING PAVING CONTRACT FOR STREET PAVING

WHEREAS, the Town of Lewisville had a pavement condition survey completed on all town roads in August 2025 by Summit Design and Engineering Services;

WHEREAS, using information from the ranking sheets, it has been determined that milling and resurfacing is needed on South Marblehead Road, Woodford Road, Chesterfield Road, Falmouth Drive, Benwicke Drive, Big Tree Drive, Big Tree Court, Saskatoon Lane, Bebb Willow Lane, and Chockecherry Court;

WHEREAS, funds to complete the project are appropriated in the 2025-001 Budget Ordinance;

WHEREAS, Waugh Asphalt, Inc. has bid the best price for this project; and

NOW, THEREFORE BE IT RESOLVED THAT THE LEWISVILLE TOWN COUNCIL that the Town Manager is authorized to award a contract for milling and paving as specified on South Marblehead Road, Woodford Road, Chesterfield Road, Falmouth Drive, Benwicke Drive, Big Tree Drive, Big Tree Court, Saskatoon Lane, Bebb Willow Lane, and Chockecherry Court with Waugh Asphalt, Inc. for an amount not to exceed \$693,229.

(Signed) Mayor Billy Carter, Jr.

7. Budget Review #2

Town Manager Tolbert continued the budget review from April 16, 2026; and highlighted expenditures from Administration, Finance, Debt Service, Planning and Beautification Departments.

Discussion took place regarding Lumos contracts; contingency allocations; usage of Town Hall Annex; American with Disabilities Act regulations; cost savings with Forsyth County Sheriff Office as compared to a local Police Department; Debt Service payment schedules; legal services expenditures; Mary Alice Warren Community Center mulching projects; and pole decoration needs for Christmas.

Councilmember Newsome requested a Council tour of the Town buildings and facilities.

Town Manager Tolbert reviewed expenditures for Community Policing, Public Works, Streets, Powell Bill, Stormwater, and Solid Waste; spoke to the need for a utility trailer; and to the need for an On-Call Engineer.

Discussion ensued regarding maintenance repairs; a link between Town Hall and the Public Works building funds; contracted services; Public Works building signage; and relocation of Shallowford Square playground.

Mayor Carter declared a recess at 7:07 PM; Council reconvened at 7:17 PM with all members in attendance except Councilmember Gallagher.

Discussion took place regarding street paving and crack sealing; restricted Powell Bill fund allocations; increased expenses for snow and ice contractors; a pending request with the North Carolina Department of Transportation (NCDOT); property tax evaluations; inflation and increased operation expenses; phased sidewalk repairs projects; Municipal Separate Storm Sewer System (MS4) permit regulations; Blue Stream consultant services for stormwater administrative assistance; a staff position for Planning/Stormwater Technician; strategic maintenance of stormwater systems; and a future stormwater condition survey. Discussion continued regarding mapping services; solid waste service concerns; pursuing liquidated damages from Waste Management; and research on leaf and limb costs at a projected \$1,000,000 increase in budget.

Town Manager Tolbert outlined Recycling and Parks and Recreation expenditures; spoke to newsletter inserts; and to the need to replace steps behind the Galloway building.

Director Hanna explained plans to relocate the cardboard box collection site to the Public Works building.

Town Manager Tolbert highlighted the Public Arts budget requests and Manager recommendations.

Discussion began regarding Juneteenth budget needs; Facebook advertising fees; potential fireworks location outside town proper; cost associated with a firework event, parking needed, and safety concerns; tax increases and bond referendums; General Fund usage allowances; and art allocations and projects.

Town Manager Tolbert stated the next budget work shop would be held on April 30, 2026.

8. **Recess** – Councilmember Newsome moved to recess the meeting at 9:25 PM until April 30, 2026 at 6 PM in the Town Council Chamber. The motion was seconded by Councilmember Allen and approved unanimously.

APRIL 30, 2026

6:00 PM

9. Call to Order

- a. Mayor Carter opened the meeting at 6:00 PM. In attendance were Mayor Billy Carter, Mayor Pro-Tem Stacy Howard, Councilmembers Brady Allen, Fred Franklin, Gerry Gallagher, Suzanne Newsome and Mack Wilder. Also attending were Town Manager Stacy Tolbert, Assistant Town Manager / Public Works Director Jon Hanna, Town Clerk Angie Lord, Finance Director Pam Orrell and Planning Director Lynn Cochran.

- b. Agenda Approval - Councilmember Newsome moved to approve the agenda. The motion was seconded by Councilmember Franklin and approved unanimously.

10. Budget Review #3

Town Manager Tolbert began the review with Capital Reserve Funds; outlined three reserve funds; and designated allocations per year. Discussion took place regarding reserves fund history; and street paving projects.

Finance Director Orrell highlighted Capital Project Funds; spoke to budget schedules; explained general fund usage and North Carolina Department of Transportation reimbursements; distributed a handout for the Marblehead Dam Repairs for Willow Run Municipal Service District (MSD); explained original construction cost; highlighted the project was under budget; and reviewed the repayment schedule as presented to and approved by the MSD Board.

Discussion ensued regarding supplemental grant funds received; reallocation of funds; Public Works facility enhancements; Great Wagon Road improvements fund; lighting agreements; MSD fund balance and operating expenses; Falmouth Dam; a high hazardous dam; a required emergency action plan; routine maintenance on dams; and an upcoming Desmond Lake clean-up project.

Town Manager Tolbert explained the Americans Rescue Plan Act (ARPA) funds received, revenue replacement usage; highlighted a proposal to transfer interest earned of \$181,516 to the Great Wagon Road project. Finance Director Orrell shared all obligations had been fulfilled; and stated an item would be on the upcoming May agenda for Council consideration.

Town Manager Tolbert reviewed the overall budget ordinance; and highlighted an update in the fee schedule for photo copies.

Town Manager Tolbert stated the Budget Public Hearing was scheduled for May 14, 2026; and spoke to a tentative budget work shop on May 18, 2026.

Discussion continued regarding Council authority to adjust fee schedules; road quality and maintenance schedules; the Pavement Condition Study; a tentative Storm Water Study budget amendment; State mandated mapping; and funding for Town Hall and Public Works building access and stair repairs behind Galloway.

Town Manager Tolbert outlined a managerial goal to create a Capital Improvement Plan (CIP) for the Town of Lewisville in the coming year.

Mayor Carter declared a recess at 7:20 PM. Council returned to open session at 7:30 PM with all members in attendance.

Town Manager Tolbert distributed an updated budget document of changes since the printing of the proposed budget book; and referenced final recommended numbers.

Finance Director Orrell explained the need for an updated finance and payroll software.

Discussion continued regarding storm water repair costs; funding capabilities; property tax discussions at the General Assembly; and costs associated with a new finance software.

Town Manager Tolbert pointed out the deadline for grant requests was today; explained the purpose of the grant program; the process of review by the Special Projects Review Committee; shared funding requests received; provided an update regarding issues with water shutoffs by Forsyth County; and referenced a meeting with Waste Management concerning services.

Mayor Carter spoke to a budget amendment for a potential Fireworks display in 2026; voiced concerns with staff capacity; recommended a Board and Committee call to action survey for volunteers; and asked for Council input.

Mayor Pro-Tem Howard and Councilmembers Newsome, Gallagher, Allen, and Franklin voiced concerns with location availability; fall out requirements and safety; budgetary impacts; extended clean up issues; volunteer liabilities; and staff capacity. It was the consensus of Council not to move forward with the topic.

Mayor Carter voiced appreciation to staff for the budget workshops.

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

- 11. Adjournment** - Councilmember Newsome moved to adjourn the meeting at 8:17 PM. The motion was seconded by Councilmember Allen and approved unanimously.

ATTEST:

Billy Carter, Jr., Mayor

Angela Lord, Town Clerk