



**Lewisville Town Council**  
**Briefing and Action Meeting Minutes**  
**May 7, 2026 – 6:00 PM**  
**Lewisville Town Hall 2<sup>nd</sup> 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, Town Clerk Angie Lord, Finance Director Pam Orrell, Planning Director Lynn Cochran and Town Attorney Al Andrews.
- B. Adoption of Agenda – Councilmember Gallagher made a motion to adopt the agenda. The motion was seconded by Councilmember Franklin and approved unanimously.

**2. Items Requiring Council Direction**

- A. Small Business Proceedings – Town Manager Stacy Tolbert referenced the Small Business Roundtable event; and distributed information regarding feedback received. Discussion ensued regarding a business directory; co-working spaces; visionary updates to the Town website; organized business owner meetings; signage concerns; Statutory limitations; newsletter exposure and budget impacts; consideration of a business advisory committee; communicating support for local businesses; inclusion of a slide on Channel 6; and adoption of a Buy Local Proclamation in November 2026.

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

- B. Censure Proceedings – Town Attorney Al Andrews explained censure proceedings outlined in the Ethics Policy; reviewed the investigative process; and stated the investigation report would be forwarded to Council for review by early next week. Councilmember Wilder inquired about attorney representation; and extension of a hearing date. Discussion took place regarding extension of a hearing if requested by Council; and individual and private conversations between Mayor Carter and Councilmember Wilder. Councilmember Newsome made a motion to table the discussions until the investigation report had been reviewed. The motion was seconded by Councilmember Gallagher and approved unanimously.

- C. Council Policy Updates – Attorney Andrews spoke to previous discussions regarding updates to the Town of Lewisville Social Media Policy; provided a red-lined policy for review; requested Town Clerk Angie Lord to send the Technology Policy to Council; explained the history for requested revisions; and reviewed suggested revisions individually. Discussion continued regarding Ethics courses; open meeting laws; recommendation of removal of the policy; transparent coverage of Town Council expectations during the campaign season; the necessity of a social media policy; and connections to the North Carolina General Statutes.

Councilmember Allen moved to postpone further discussions to the June Briefing and Action meeting to allow time for Council review of the document. The motion was seconded by Councilmember Newsome and approved unanimously.

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**3. Items Requiring Action at Briefing – None**

**4. Administrative Reports**

- A. Town Manager
  - i. Great Wagon Road Update – Town Manager Tolbert highlighted recent water shut off issues; and explained the ongoing investigation into the matter. Assistant Town Manager / Public Works Director Jon Hanna spoke to water infrastructure; to upcoming night work; and collaboration for work around Street Party dates. Robust discussion took place regarding Councilmember Wilder attending the weekly project meetings. It was the recommendation

of the staff and Attorney Andrews for only staff to attend the meetings. Mayor Carter confirmed it was the consensus of Council for Council members not to attend the weekly meetings.

- ii. Lewisville-Vienna/Robinhood Road Roundabout – Town Manager Tolbert stated a kick-off meeting would occur next week; and spoke to erosion control permit submittal.
- iii. Lewisville Lift Station Update – Town Manager Tolbert shared roads for site entrance had been completed; and stated there would be a progress meeting soon.
- iv. Community Day Update – Town Manager Tolbert spoke to a successful first annual Community Day.

Councilmember Franklin left the meeting at 7:45 PM; and returned to the meeting at 7:47 PM.

Discussion took place regarding appreciation for the staff; the uniqueness of the event; and how the idea of Community Day was formulated.

B. Town Clerk – Town Clerk Angie Lord outlined the upcoming events.

- i. Jurassic World Rebirth Movie Night, Shallowford Square, at Dark, May 15
  - a. Girl Scout Troop 10231 Host Bingo, 6 PM
- ii. Budget Work Session, May 18, 6 PM, if needed
- iii. Town Facilities Closed, Memorial Day, May 25
- iv. Military Appreciation Concert, May 25, 6 PM – 8 PM
- v. Board and Committee Volunteer Appreciation, Orientation & Collaboration, Town Hall, May 28, 5:30 PM Training and 6:30 PM Pizza and Collaboration

C. Public Works Director

- i. Shallowford Square Playground Update – Director Hanna explained the progress of grading; and spoke to the scheduled installation approximately around May 18<sup>th</sup>. Discussion took place regarding logistics for the Memorial Day event.
- ii. Street Paving Update – Director Hanna shared the status on the paving contract; spoke to additional paving work to be completed; and spoke to the cost of asphalt. Director Hanna to send the Pavement Condition Study to Council.

**5. Tentative Agenda Items for Regular Meeting on May 14, 2026**

A. Consent Agenda

- i. Resolution 2026 – 015– Financial Statements for Nine Months ended March 31, 2026
- ii. Approval of Agenda Briefing Minutes – April 2, 2026
- iii. Approval of Regular Meeting Minutes – April 9, 2026

B. Introductions, Recognitions, Presentations and/or Proclamations

- i. Introduction
  - a. New Public Works Technician
- ii. Recognition
  - a. Excellence in Communication Awards – Veronica Leasure
- iii. Presentation
  - a. Certificate of Achievement for Excellence in Financial Reporting for the Town of Lewisville Annual Comprehensive Financial Report for the Fiscal Year Ended June 30, 2025
- iv. Proclamation
  - a. Proclamation 2026-002 – Historic Preservation Month
    - 1. Historic Commission Annual Report – Michelle McCullough, Historic Resources Officer
- v. Appointments – Town Clerk Lord provided a brief overview of applicants. Discussion ensued regarding appointments being made by a consensus of Council.
  - a. Parks and Recreation Committee – Alex Schultz
  - b. Lewisville Beautification Committee – Samuel Schultz
- vi. Presentations
  - a. Sheriff's Office

- C. Public Hearing
  - i. Fiscal Year 2026-2027 Proposed Budget
- D. Old Business – None
- E. New Business
  - i. Ordinance 2026-010 – Ordinance to Close Out the American Rescue Plan Act Special Revenue Fund – Finance Director Pam Orrell outlined the history of the fund; and explained the transfer to the Great Wagon Road project fund. Discussion took place regarding additional funding for the Special Projects Review Committee Grant applications.
- 6. **For the Good of the Order** – Councilmember Newsome voiced concerns with the Supplemental Nutrition Assistance Program (SNAP); and spoke to impact on Lewisville residents. Council discussed involvement on a local level for Federal programs; a focus on municipal issues; support for residents; and a potential resolution. Mayor Carter requested Councilmember Allen to connect with Senator Dana Jones regarding the issue. Attorney Andrews advised only a consensus of the Council was needed to provide staff direction. Town Manager Tolbert recommended the item be postponed to the June Briefing and Action meeting for additional research; and to allow for the Town Clerk to create a resolution for consideration. It was the consensus of Council to postpone discussions until June.  
Discussion continued regarding Conrad Farms powerline concerns; and street steel plates and pot holes.  
Mayor Carter suggested a Boy Scout troop to lead the Pledge of Allegiance at the June Council meeting; and shared resident concerns regarding old cars in a neighbor’s yard. Planning Director Lynn Cochran provided a history of the concerns. Attorney Andrews spoke to orders of abatement; cost for legal action and storage fees; property liens; and neighbor conflicts. It was the consensus of Council for Director Cochran and Attorney Andrews to work on the matter; and to provide an update at the June Briefing and Action meeting.
- 7. **Adjournment** – Councilmember Allen moved to adjourn the meeting at 8:54 PM. The motion was seconded by Councilmember Newsome and approved unanimously.

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Billy Carter, Jr., Mayor

ATTEST:

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Angela Lord, Town Clerk