Lewisville Town Council
Regular Meeting Minutes
September 10, 2026 – 6:00 PM
Lewisville Town Hall 1st Floor Council Chamber
6510 Shallowford Road

1. **Call to Order:**
   A. Roll Call
   Mayor Carter opened the meeting at 6:00 PM. In attendance were Mayor Billy Carter, Mayor Pro-Tem Stacy Howard and Councilmembers Brady Allen, Fred Franklin, Gerry Gallagher, Suzanne Newsome and Mack Wilder. Also, in attendance 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. Invocation – Councilmember Gallagher
   C. Pledge of Allegiance – Councilmember Franklin
   D. Adoption of Agenda
   Moved by Councilmember Allen, seconded by Councilmember Gallagher to approve the agenda. The motion carried unanimously.
2. **Consent Agenda –** Town Manager Stacy Tolbert read the consent agenda items into the record. Moved by Councilmember Franklin, seconded by Mayor Pro-Tem Howard to approve the consent agenda. The motion to approve the consent agenda carried unanimously.
   A. Resolution 2026-031 – Financial Statements for One Month Ended July 31, 2026

   RESOLUTION 2026-031 OF THE LEWISVILLE TOWN COUNCIL ACCEPTANCE AND APPROVAL OF MONTHLY DISBURSEMENTS

   WHEREAS, the Finance Officer has presented the Town Council with the Revenue Statement Summary and the Encumbrances and Expenditure State Summary of figures for the one month ended July 31, 2026;

   WHEREAS, the Finance Officer did not report any unusual expenditures; and

   NOW, THEREFORE BE IT RESOLVED THAT the Lewisville Town Council accepts the Revenue Statement Summary and the Encumbrances and Expenditure Statement Summary for the one month ended July 31, 2026 and incorporated herein.

   Adopted this the 10th day of September 2026 by the Lewisville Town Council.
   (Signed) Mayor Billy Carter, Jr.

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

   B. Approval of Draft Town Council Briefing and Action Meeting Minutes – August 6, 2026
   Motion to adopt the August 6, 2026 Town Council Briefing and Action meeting minutes were approved.
   C. Approval of Draft Town Council Regular Meeting Minutes – August 13, 2026
   Motion to adopt the August 13, 2026 Town Council Regular meeting minutes were approved.

3. Introductions, Recognitions, Presentations and/or Proclamations

A. Proclamation

i. 2026-004 – Constitution Week Proclamation – Mayor Carter read the proclamation into the record. Moved by Councilmember Newsome, seconded by Councilmember Allen to adopt the proclamation. The motion carried unanimously.

PROCLAMATION 2026-004 CONSTITUTION WEEK SEPTEMBER 17-23, 2026

WHEREAS, the Constitution of the United States of America embodies the principles of limited government in a republic dedicated to rule by law, and not by individuals;

WHEREAS, September 17, 2026, marks the 239th anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention of 1787;

WHEREAS, in celebrating the anniversary of this significant document, we honor and preserve the foundations of liberty and justice for every American citizen; and

NOW, THEREFORE, the Mayor and Town Council in Lewisville do hereby proclaim

September 17-23, 2026 as Constitution Week

in Lewisville. All citizens are urged to reaffirm the ideals established by the Framers of the Constitution as we work with each other to preserve and protect the fundamental principles of our democracy and secure the blessings of liberty to ourselves and our posterity.

Proclaimed this the 10th day of September 2026.
(Signed) Mayor Billy Carter, Jr.

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

B. Recognition

i. North Carolina Senior League Softball State Champions / Northwest Forsyth American Little League – Town Manager Tolbert spoke to the accomplishments of Lewisville residents and youth; recognized the Northwest Forsyth American Little League U16 Softball team; explained the team represented North Carolina in the Little League Southeast Regional tournament and won the North Carolina Senior League Softball State Title; and recognized team manager Travis Burke. Mr. Burke voiced appreciation for the support and impact of sports on the community. The team presented Mayor Carter with a team jersey.

C. Presentation

i. Sheriff's Office - Sergeant PJ Stringer shared updated call stats; cautioned residents to be aware of pedestrians following Shallowford Square events; and spoke to traffic control.

2026													
TYPE OF INCIDENT	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Total calls for service	681	624	731	777	744	747	774	748					
Security Check	357	286	311	324	298	277	328	322					
Traffic Arrest / Violation	3	4	4	5	27	22	29	20					
Alarm	9	12	15	12	12	14	9	6					
Priority Call Response Time	4.6	7	7	5.1	5	6.6	6.5	5					

2025														913
TYPE OF INCIDENT	JAN	FEB	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	
Total calls for service	670	718	766	640	680	695	746	761						
Security Check	364	414	372	338	363	362	403	389						
Traffic Arrest / Violation	18	19	22	22	26	29	29	35						
Alarm	16	11	11	14	20	11	11	18						
Priority Call Response Time	5.9	5	5	7	5.3	7	6.5	5.3						

4. Public Forum

A. Speakers from the Floor – The following speakers voiced concerns regarding Council accountability, decorum, leadership, character, integrity, communication, disrespect, ethics, racial and social media comments; staff professionalism; Town representation; a decline in town event participation; and social media and drug policies: Brian Shumack, Tracy Shumack, Jeanna Carr (shared statement from Jason Carr), Lynn Fulton, and Stacy Boles.
Mayor Carter spoke to availability to meet with residents.

B. Written comments: There were no written comments.

5. Old Business

A. Resolution 2026-030 – Adopt Substance Abuse Policy *(Note this item was tabled from the August 13, 2026 Town Council meeting).* Moved by Councilmember Franklin, seconded by Councilmember Allen to adopt Resolution 2026-030. The motion carried on a vote of 6 -1 with Councilmember Wilder voting 'No'.

RESOLUTION 2026-030 OF THE LEWISVILLE TOWN COUNCIL SUBSTANCE ABUSE POLICY

WHEREAS, the Town of Lewisville employs people to conduct the Town's business transactions;

WHEREAS, the Town desires to establish procedures and policies related to substance abuse;

WHEREAS, in order to provide the best and safest level of service to the residents of Lewisville, Town of Lewisville employees much refrain from the use, abuse, or being under the influence of drugs, alcohol, and controlled substances while on the job;

WHEREAS, to this end, the Town has established a Substance Abuse Policy;

WHEREAS, the United States Department of Transportation (USDOT) has disseminated alcohol and drug testing requirements for all employees who hold a Commercial Driver's License (CDL);

WHEREAS, the procedures set forth in the Town of Lewisville Substance Abuse Policy will assure compliance with the USDOT regulations in order to maintain a safe work environment free of alcohol and drugs; and

NOW, THEREFORE, BE IT RESOLVED THAT THE LEWISVILLE TOWN COUNCIL adopts the Substance Abuse Policy.

Adopted and effective this the 10th day of September 2026 by the Lewisville Town Council.
(Signed) Mayor Billy Carter, Jr.

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

6. New Business

A. Certificate of Sufficiency – Annexation Request – 0 Chickasha Drive – Town Manager Tolbert explained the annexation petition request; stated the area was contiguous to the Town of Lewisville corporate limits; Town Clerk Angie Lord had certified the petition and verified the owner signatures; and explained the certificate required an approval by Council. Moved by Councilmember Newsome, seconded by Councilmember Gallagher to approve the certificate of sufficiency as presented. The motion carried unanimously.

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

B. Resolution 2026-032 – Call Public Hearing for Annexation Request – O Chickasha Drive – Moved by Councilmember Allen, seconded by Councilmember Franklin to adopt Resolution 2026-032. The motion carried unanimously. Town Manager Tolbert stated for the record the public hearing would be held on October 8, 2026 in the Council Chamber.

RESOLUTION 2026-032 OF THE TOWN OF LEWISVILLE CALL A PUBLIC HEARING ON ANNEXATION AT 0 CHICKASHA DRIVE PURSUANT TO NCGS 160A-31 and 160A-58.1

WHEREAS, a petition requesting annexation of the area described herein has been received;

WHEREAS, the Lewisville Town Council has by resolution directed the Town Clerk to investigate the sufficiency of the petition;

WHEREAS, certification by the Town Clerk as to the sufficiency of the petition has been made; and

NOW THEREFORE BE IT RESOLVED BY THE LEWISVILLE TOWN COUNCIL that:

Section 1. A public hearing on the question of annexation of the area described herein will be held at the Lewisville Town Hall located at 6510 Shallowford Road on October 8, 2026 at 6:00 PM.

Section 2. The area proposed for annexation is described as follows:

PIN 5896-16-5840 – 0 Chickasha Drive, Pfafftown, NC 27040

OFFICIAL METES AND BOUNDS FOLLOW:

Beginning at an existing iron pipe on the eastern right of way of Chickasha Drive having NC State Plane coordinates of N=867064.36 E=1590377.34 also being the northwest corner of Ralph Nixon (DB 3894 PG 2728), thence from said beginning running with the eastern right of way of Chickasha Drive N 01°00'15" E 395.03' to a T-iron on the north side of a gravel drive corner to Mary Sue Yarbrough (DB 914 PG 171), thence with Yarbrough S 89°38'14" E 473.73' to a bent iron pipe in aforementioned gravel drive corner to William Yarbrough (DB 3431 PG 2572), thence with W. Yarbrough S 00°15'57" E 379.62' to a stone, S 89°52'07" E 509.26' to a nail in the line of Yarbrough corner to NCDOT, thence with NCDOT S 00°19'02" E 32.96' to an existing iron, S 89°49'56" E 283.05' to an angle iron, S 00°02'03" W 173.58' to a new iron pipe in a creek, S 13°26'19" W 106.75' to a NCDOT right of way disk, S 20°18'27" W 178.30' to a new iron pipe in the line of NCDOT (DB 3758 PG 673) being N 20°18'27" E 6.82' from a NCDOT right of way disk, thence from said new iron pipe running with NCDOT N 89° 51'41" W crossing an existing iron pipe at 196.59' a total distance of 913.93' to an axle in the line of Ella Louise Becraft (DB 3645 PG 3560), thence with Becraft N 03°15'01" E 35.83' to a rebar corner to Rojas Real Estate, LLC (DB 3862 PG 557), thence with Rojas N 03° 15'01" E 90.16' to an existing iron pipe corner to Dollie P. Gladden (DB995 PG 597), thence with Gladden N 03°15'01" E 163.81' to point in concrete debris pile corner to aforementioned Nixon, thence with Nixon N 00°08'28" W 159.42' to an existing iron pipe, N 86°47'31" W 290.66' to the point of beginning containing 14.712 acres+/-.

Section 3. Notice of the public hearing shall be published in the Winston-Salem Journal, a newspaper having general circulation in the Town of Lewisville, at least ten (10) days prior to the date of the public hearing.

Adopted this the 10th day of September 2026 by the Lewisville Town Council.
(Signed) Mayor Billy Carter, Jr.

C. Resolution 2026-033 – Call Public Hearing for Rezoning Request – 0 Chickasha Drive – Moved by Councilmember Gallagher, seconded by Councilmember Allen to adopt Resolution 2026-033. The motion carried unanimously.

RESOLUTION 2026-033 OF THE TOWN OF LEWISVILLE CALL PUBLIC HEARING TO RECEIVE COMMENTS ON L-119 REZONING REQUEST BY CHICKASHA HR, LLC. TO REZONE ANNEXED PROPERTY AT 0 CHICKASHA DRIVE FROM AGRICULTURE – FORSYTH COUNTY TO AGRICULTURE – LEWISVILLE

WHEREAS, the Lewisville Planning Board held its public hearing on August 12, 2026;

WHEREAS, Chapter 160D-601 of the North Carolina General Statutes (NCGS) provides that the public notices be given when adopting or amending ordinances pertaining to planning and development;

WHEREAS, NCGS 160D-601 requires that a notice of a public hearing be published twice in a newspaper having general circulation in the municipality not less than 10 days nor more than 25 days before the date fixed for the public hearing; and

NOW THEREFORE BE IT RESOLVED BY THE LEWISVILLE TOWN COUNCIL sets a public hearing to be conducted on October 8, 2026 at 6:00 PM in the Lewisville Town Hall located at 6510 Shallowford Road for the purpose of receiving public comment concerning this request.

Adopted this the 10th day of September 2026 by the Lewisville Town Council.
(Signed) Mayor Billy Carter, Jr.

D. Ordinance 2026-016 – Amend Chapter 16, Section 16-14, Facility Use Exemption Policy – Town Manager Tolbert outlined the current policy for non-profits listed in Chapter 16 of the Town Code's Facility Use Exemption list requirement to re-apply annually; spoke to entities previously grandfathered into the policy; and recommended an ordinance amendment to grandfather Lewisville Civic Club, Lewisville Elementary, Lewisville Middle, Reagan High School, Vienna Elementary and West Forsyth High School, Local Boy and Girl Scout troops, Lewisville Historical Society, Lewisville Area Arts Council, Lewisville Branch Library, American Legion and the Vienna Civic Club. Moved by Councilmember Franklin, seconded by Mayor Pro-Tem Howard to adopt Ordinance 2026-016. The motion carried unanimously.

ORDINANCE 2026-016 OF THE LEWISVILLE TOWN COUNCIL AMENDING CHAPTER 16 PARKS, RECREATION, AND CULTURAL DEVELOPMENT FACILITY USE EXEMPTION POLICY

WHEREAS, the Lewisville Town Council adopted Ordinance 2007-006 enacting a code of ordinances which revised, amended, restated, codified and compiled existing ordinances on March 8, 2007 with the understanding that chapters would need to be updated;

WHEREAS, changes in the status of town facilities necessitates amendments to the Parks, Recreation and Cultural Development Policies; and

NOW, THEREFORE, BE IT RESOLVED THAT THE LEWISVILLE TOWN COUNCIL amends Town Code 16-14(E)(3) to grandfather organizations listed in 16-14 (J)(3) a through k, by the Town Council as exempt from the payment of user fees and deposits at Shallowford Square, G. Galloway Reynolds Community Center, and Jack Warren Park; and that User fees for grandfathered exempted users at Mary Alice Warren Community Center are outlined in in § 16-18(F). Cleaning and damage fees are not exempt. If the facility is left unclean or damaged, the organization will be assessed a cost.

BE IT FURTHER RESOLVED to remove Town Code 16-14 (E)(4) regarding national or regional organizations. It is the intent of the Lewisville Town Council that the provisions of this ordinance shall be made a part of the Town of Lewisville Town Code; the sections of this ordinance may be re-numbered or re-lettered; and, the word 'ordinance' may be changed to 'section', 'article', 'chapter' or other appropriate designation to accomplish such intention as needed.

Adopted this the 10th day of September 2026.
(Signed) Mayor Billy Carter, Jr.

E. Ordinance 2026-017 – Amend Fee Schedule in Reference to Notary Service Fees – Town Manager Tolbert presented a recommendation to amend the current fee schedule to include Notary Service Fees at a rate of $9 for one signature, $10 for two signatures and $11 for three or more for all non-resident and/or commercial business notarizations; and explained the fees aligned with the North Carolina Department of Motor Vehicles. Councilmember Allen moved to adopt Ordinance 2026-

017 with the following amendment: Notary services shall be provided free of charge to any individual who provides documentation satisfactory to Town staff establishing that the individual's primary residence is within the corporate limits of Lewisville, and to any business or nonprofit organization that provides documentation satisfactory to Town staff establishing that it maintains a physical location within the corporate limits of Lewisville. The fees listed in the amended fee schedule shall apply in all other cases.

Discussion ensued regarding the inclusion of free services for Lewisville business owners; local business support; staff recommendations; parliamentary procedures; and a recommendation to table the item to a future meeting. Following the recommendation, Councilmember Franklin called the question. Town Manager Tolbert requested clarification on the proposed amendment. Councilmember Allen restated for local businesses to qualify for free services, that documentation would be required for business commercial needs only.

Discussion continued regarding staff authority; and excessive notary requests. Councilmember Wilder proposed Council table the item for additional discussions. Councilmember Allen withdrew the motion to amend the ordinance; and moved to table Ordinance 2026-017 to the October briefing and action meeting. The motion was seconded by Councilmember Wilder and carried unanimously.

7. Administrative Reports

A. Upcoming events and closings – Town Manager Tolbert outlined upcoming events; shared a September 25th rain date for the Moana 2 movie night if needed; highlighted the opening of the Shallowford Square playground; voiced appreciation to the Public Works team for efforts on the playground; and invited residents to view the town website for additional information.
   i. Gump Fiction, September 12
   ii. Starlight Movie Night, Moana 2, September 18
   iii. Lewisville Beautification Committee Clean Sweep, September 26

B. Clerk Report
   i. Board and Committee Openings – Art, MSD, (Area 2) and ZBOA

8. For the Good of the Order

A. Public Comments
   i. Steve Thompson requested a 2027 September 11th proclamation. Edwin Higgins voiced concern regarding property taxes; spoke to the financial impact on retirees; and requested Council consideration with making policy decisions.
   ii. Written comment – There were no written comments.

B. Council Comments – Councilmember Newsome spoke to proposed constitutional amendments; to the General Assembly budget and tax rate authority; and stated she would not support the amendment. Councilmember Wilder referenced resident public comments from the meeting; public pool access; censure and racial comments; and echoed a desire for a community pool and fireworks in Lewisville. Mayor Pro-Tem Howard voiced appreciation for public engagement; and spoke to the remembrance of the September 11th (9/11) events. Councilmembers Gallagher and Allen echoed Mayor Pro-Tem Howard's comments. Councilmember Franklin advocated for residents to give blood. Mayor Carter referenced the sentiments of Councilmember Newsome regarding a tax cap; highlighted the Town budget as a public record; echoed appreciation for public engagement and 9/11 events; shared details for the Vienna Civic Club cruise-in; reiterated openness to meet with residents; and apologized for statements during the August Council Comment period.

9. Adjournment

Moved by Councilmember Allen, seconded by Councilmember Franklin to adjourn the meeting. The Town Council adjourned at 7:22 P.M.

Minutes are respectfully submitted by Town Clerk Angie Lord by review of Town Council YouTube video.

_____
Billy Carter, Jr., Mayor

ATTEST:

_____
Angela Lord, Town Clerk