

TOWN OF FLETCHER

PRESTON BLAKELY
MAYOR

MARK E. BIBERDORF
TOWN MANAGER



COUNCIL MEMBERS:
SHEILA FRANKLIN
JIM PLAYER
TREVOR C. LANCE
KEITH REED

Town Council Regular Meeting August 12, 2024 at 6:00 PM

Call the meeting to order at: 6:00 PM

Moment of Silence:

Pledge of Allegiance:

Public Comments:

"We will strive to uphold each citizen's First Amendment right to free speech. We will ensure a level of civility and decorum. We ask that all speakers be respectful and adhere to the three-minute time limit. Council is not expected to debate/discuss issues during public comment."

Approval of minutes - corrections, additions or deletions

- 1) Agenda Review Meeting July 1, 2024.
- 2) Regular Meeting July 8, 2024

Council Updates

Consent Agenda

- 3) Approval of Proclamation # P-24-02 for the Fall Litter sweep which runs from September 14 through September 28, 2024.
- 4) Approval of reduced performance bond for Phase I infrastructure in The Authors Subdivision on Rutledge Road
- 5) Approval of Roy Dickerson to represent the Town of Fletcher on the Henderson County Tourism Development Authority Board.

Discussion Items

- 6) Presentation and annual report from Asheville Regional Airport-Lew Bleweis, Executive Director.

- 7) Public Hearing to consider possible amendments to Article 12 & 18 of the Fletcher Land Development Code regarding family subdivision and street access.
- 8) Selection of candidates for the Parks & Recreation Advisory Board.

Town Manager Report

Department Reports

- 9) July Reports

Adjourn

Upcoming Events

Summer Concert August 17, 2024, at 6:00 pm "Caribbean Cowboys"

Pooches in the Park Event August 24, 2024, at 9:30 pm

Agenda Review Meeting September 3, 2024, at 6:00 pm "Tuesday"

Regular Meeting Monday, September 9, 2024, at 6:00 pm

Fletcher Family Fun Festival September 21, 2024 4:00 to 7:00 pm

"This Institution is an equal opportunity provider."

Town of Fletcher
Town Council Agenda Review Meeting
Minutes
July 1, 2024

Call the meeting to order at: 6:00 PM

Mayor Preston Blakely
Mayor Pro-Tem Sheila Franklin
Councilmember Jim Player
Councilmember Trevor Lance
Councilmember Keith Reed
Town Manager Mark Biberdorf

Moment of Silence:

Pledge of Allegiance:

Public Comments:

No comments were made at this time.

Approval of minutes - corrections, additions or deletions

Agenda Review Meeting June 3, 2024

Regular Meeting June 10, 2024

Special Call Meeting June 13, 2024

Special Call Meeting June 27, 2024

No comments were made on the minutes at this time.

Council Updates

No comments were made at this time.

Consent Agenda

Tax refunds/releases

Reappointment and charge Tax Collector Cynthia Broome to collect property taxes for 2024-2025 for the Town of Fletcher

Set Public Hearing for the August 12, 2024 meeting to consider possible amendments to Article 12 and 18 of the Fletcher Development Code regarding Family Subdivisions.

Approval of revised agreement with Fletcher Fire & Rescue.

Mayor Blakley asked council did they have any questions at this time on the Consent Agenda?

There were no comments at this time from council.

Discussion Items

Year-end Tax Collectors Report for the FY 23/24 tax year - Cynthia Broome, Tax Collector.

Tax Collector Cynthia Broome gave her year-end tax collectors report for FY 23/24. She stated that we are 99.8 % collected and have a balance of \$9,551.72 left on the books. (see report attached to the July 8th agenda item # 9)

Discussion on potential grant application for the Cane Creek Greenway extension; Rebekah Robinson, Conserving Carolina.

Rebekah Robinson of Conserving Carolina gave a brief update on the grant application for the Cane Creek Greenway extension and answered questions that council had for her.

Discussion Followed:

Council agrees to have Rebekah Robinson submit an application for funding to help with greenway extension on behalf of the town.

Town Manager Report

On June 19 we met with Retail Strategies and, as I mentioned, they were going to have a field visit, and they did some demographic analysis of the area. It was a good opportunity to meet with them and discuss the town center project and get feedback on other areas of local development. The next step is that they will be coming back to us later this summer with an improvement plan.

On the town center project we are continuing to get inquiries and Eric and I met with Buchannon Construction, and while they mostly do higher end residential, they also do some commercial construction as well. They are going to look at potential partners that may have an interest in our project.

There is a relator/broker group (Realty One) that I am meeting with tomorrow, and they have some investor clients that may be interested. They mostly do restaurant development.

I emailed you a little earlier today about a vacancy on the HC Tourism Development Authority Board. Jeremy Weber, who has been serving on the board, has to come off the board with Blue

Ghost Brewery closing. Ray Dickerson of Baabals Ice Cream has expressed interest in serving on the board. You can either go out and advertise for this vacancy or you could appoint Roy as early as next week, given that he meets the criteria for the board.

The council agrees to advertise this vacancy on the website.

Crown Castle has selected another site other than Windsor Forest for the small cell wireless facility and are moving the placement of this near Hwy 25 and Airport Road (Sweeten Creek) and they are not looking at another location. I will let the residents of Windsor Forrest know this.

Department Reports

June Reports

Adjourn

Mayor Blakely asked for a motion to Adjourn.

Councilmember Keith Reed motioned to adjourn, and it was seconded by Councilmember Jim Player.

Motion all in favor.

Adjourned at: 6:53 pm

Upcoming Events

Regular Meeting July 8, 2024, at 6:00 pm

Summer Concert July 13, 2024, at 6:00 pm "Tuxedo Junction"

LGCCA Tuesday, July 16, 2024, at 3:00 pm Henderson County Historic

Courthouse "City of Hendersonville" hosting

Agenda Review Meeting August 5, 2024, at 6:00 pm

Regular Meeting August 12, 2024, at 6:00 pm

Summer Concert August 17, 2024, at 6:00 pm "Caribbean Cowboys"

Approved.

Date

Signed

Town of Fletcher
Town Council Regular Meeting
Minutes
July 8, 2024

Call the meeting to order at: 6:00 PM

Mayor Preston Blakley
Mayor Pro-Tem Sheila Franklin
Councilmember Keith Reed
Councilmember Jim Player
Town Manager Mark Biberdorf

Councilmember Trevor Lance did not attend this meeting.

Moment of Silence:

Mayor Blakley led the group in a moment of silence

Pledge of Allegiance:

Mayor Blakely led the group in the Pledge of Allegiance.

Public Comments:

Joe Black of 340 Howard Gap Road, Fletcher, spoke on handicap access to be placed at cane creek in that park so that everyone could have access to the water for fishing activities.

Approval of minutes - corrections, additions or deletions

Agenda Review Meeting June 3, 2024

Regular Meeting June 10, 2024

Special Call Meeting June 13, 2024

Special Call Meeting June 27, 2024

Mayor Blakely asked for any comments or questions on the minutes and if not, can I have a motion to approve the minutes as presented?

Councilmember Jim Player motioned to approve the minutes, and it was seconded by Mayor Pro-Tem Sheila Franklin.

Motion all in favor.

Council Updates

Councilmember Jim Player commented on Mr Black's suggestion of handicap access to the creek in the park and said that he had already asked the town manager to look into this.

Discussion Followed:

Consent Agenda

Tax refunds/releases

Reappointment and charge Tax Collector Cynthia Broome to collect property taxes for 2024-2025 for the Town of Fletcher.

Set Public Hearing for the August 12, 2024 meeting to consider possible amendments to Article 12 and 18 of the Fletcher Land Development Code regarding Family Subdivisions.

Approval of revised agreement with Fletcher Fire & Rescue

Approval of year-end Tax Collectors report for the FY 23/24 tax year.

Mayor Blakely asked for a motion to approve the Consent Agenda as presented.

Mayor Pro-Tem Sheila Franklin stated that she would make that motion, and it was seconded by Councilmember Keith Reed.

Motion all in favor.

Discussion Items

No items on the agenda for Discussion.

Town Manager Report

I mentioned last week that we had our recent meeting with retail strategies (June 19) and it went very well. The next step is that they will be preparing a draft recruitment plan that they will be getting back to us by the end of the summer. If the council has any thoughts or ideas please let me know.

On the town center project, Eric and I met with Buchanan Construction a couple of weeks ago to tell them the perimeters of the project and history and what went on with the most recent developer. They are looking at the information and are looking at some companies that they could partner with.

I also told you last week that I recently met with a broker from Realty One. He brought a group of investors of folks who have done several projects in the area. They did the West Park

Center project on Smokey Park Highway and the Weaver Village Shopping Center in Asheville. They are mostly a restaurant developer, and they did have a question about whether we would consider going above two stories on the Hwy 25 project. I said that it is allowed (up to three stories) but in our previous agreement it was restricted to two stories. I heard back from several of you that you wanted to restrict it to two stories.

Discussion Followed:

Last week I shared with you about the vacancy on the HC Tourism Authority Development Board and Jeremy Weber, who has been serving on the board, has to come off the board due to Blue Ghost Brewery closing. We talked a little last week about advertising as we only have one candidate, which is Roy Dickerson from Baabals Ice Cream, so we have advertised, and this person will serve the balance of an existing term.

Ann Brooks of Crown Castle contacted me to let us know that they have decided to locate the small cell node (instead of Windsor Forest) at Airport Road, Hwy 25 and Sweeten Creek Road.

Department Reports

June Reports

Adjourn

Mayor Blakely asked for a motion to adjourn

Councilmember Jim Player motioned to adjourn, and it was seconded by Councilmember Keith Reed.

Motion all in favor.

Upcoming Events

Summer Concert July 13, 2024, at 6:00 pm "Tuxedo Junction"
LGCCA Tuesday, July 16, 2024, at 3:00 pm Henderson County Historic Courthouse "City of Hendersonville" hosting
Agenda Review Meeting August 5, 2024, at 6:00 pm
Regular Meeting August 12, 2024, at 6:00 pm
Summer Concert August 17, 2024, at 6:00 pm "Caribbean Cowboys"

Approved.

Date

Signed

P-24-02

Town of Fletcher
Proclamation in Support of 2024 Fall Litter Sweep

WHEREAS, the North Carolina Department of Transportation annually organizes a fall litter cleanup to ensure that the great natural beauty of our state and our clean environment are a source of great pride for all North Carolinians; and

WHEREAS, the annual cleanup raises awareness of the need for cleaner roads among our citizens and children, attracts tourists and aids in the recruiting of new industry into our State; and

WHEREAS, the Fall Litter Sweep roadside cleanup will take place from September 14, 2024 - September 28, 2024 and the Town of Fletcher encourages civic and professional groups, churches, schools, families, business and individual citizens to participate by organizing cleanups in their neighborhoods; and

WHEREAS, the cleanup will increase awareness of the need for cleaner roadsides, emphasize the importance of not littering and encourage recycling of solid waste; and

NOW THEREFORE, BE IT RESOLVED, the Mayor and Town Council of the Town of Fletcher, North Carolina hereby proclaim a “Fall Litter Sweep” from September 14, 2024 - September 28, 2024 in the Town of Fletcher and encourage all citizens to participate in making our roadsides clean and beautiful.

Adopted this the 12 th day of August 2024

Mayor Preston Blakely

ATTEST

Christine Thompson MMC, NCCMC
Town Clerk

MEMORANDUM

TO: Mayor & Town Council
FROM: Eric Rufa, Planning & Zon Dir
COPY TO: Mark Biberdorf, Town Manager
DATE: 7/26/2024



SUBJECT: Approval of reduced performance bond for Phase I infrastructure in The Authors Subdivision on Rutledge Road

Background:

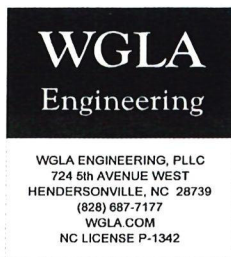
At the September 12, 2022 meeting, the Fletcher Town Council previously approved a bond for Phase 1 infrastructure in the Authors Subdivision in the amount of \$171,525.00. This bond covered the final layer of street paving, sidewalks, and street trees, plus associated engineering/surveying costs. The two-year duration bond is set to expire September 12, 2024, and not all work is completed yet. Therefore, the developer (Windsor Built Homes) is requesting that a reduced bond to cover the remaining work be approved. The amount of the reduced bond would be \$59,660, and would cover final paving on one remaining portion of road, street trees (which will be planted next spring), and a small leg of sidewalk not yet built within the development, as well as a small portion of sidewalk that involves a small pedestrian bridge along Rutledge. The bond covers 125 percent of costs as required under the ordinance.

Recommendation:

Staff recommends approval of the reduced bond, as required under Article 12 of the Land Development Code, and suggests a duration of 12 months for the reduced bond.

Attachments:

1. Authors Ph2 bond est



WGLA Engineering, PLLC
Consulting Engineers and Land Planners

Preliminary Cost Estimate
Windsor Built Homes - Rutledge Road
Estimate to Complete Infrastructure

Date: 07/26/24

Project #: 20134

<u>Item</u>	<u>Quan.</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Total Price</u>
Final Asphalt Paving	1,110	SY	\$16.00	\$17,760.00
5' Wide Concrete Sidewalks	146	SY	\$58.00	\$8,468.00
Pedestrian Bridge - 10' Span	10	LF	\$750.00	\$7,500.00
Street Trees	40	EA	\$250.00	\$10,000.00
			SUBTOTAL	\$43,728.00
Surveying (Layout of Sidewalk Only)				\$500.00
Construction Materials Testing				\$1,000.00
Engineering Services (Coordination with Contractor and Town)				\$2,500.00
TOTAL ESTIMATED CONSTRUCTION COST				\$47,728.00
PERFORMANCE GUARANTEE AMOUNT (125%)				\$59,660.00

MEMORANDUM



TO: Mayor & Town Council
FROM: Eric Rufa, Planning & Zon Dir
COPY TO: Mark Biberdorf, Town Manager
DATE: 7/23/2024

SUBJECT: Public Hearing to consider possible amendments to Article 12 & 18 of the Fletcher Land Development Code regarding family subdivision and street access.

Background:

As previously discussed with and at the Council's direction several months ago, staff worked with the Fletcher Planning Board on draft ordinance amendments to the Land Development Code (LDC) related to family subdivision. At their June 18, 2024 meeting, the Board recommended several amendments to Articles 12 & 18 of the LDC which are intended to reestablish the ability of a family member to be able to deed off a parcel of land to another family member without having to meet some of the more stringent code requirements for street access. Lots created under family subdivision still need to meet the density/lot size requirements for the applicable zoning district. The amendments would exempt lots created under family subdivision from several of the street access requirements.

- * A lot created under a family subdivision would not be required to front directly on a street.
- * A lot created under family subdivision could be landlocked as long as deeded easement and/or right of way is provided.
- * Driveways to family subdivisions may access more than 2 lots

The LDC pages containing the draft amendments are included in your packet. The amendment in Article 18 simply reestablishes the definition of family subdivision. Applicants for a family subdivision would ultimately have to complete a notarized affidavit certifying that the subdivided lot is to be for a family member.

Recommendation:

The Planning Board recommended the draft amendments 5-0, citing lack of affordable housing in the area, and seeing this as one small way to aid in being able to provide a housing opportunity for a family member.

Attachments:

1. LDC_Amends_FamSubdiv

Article 12. INFRASTRUCTURE IMPROVEMENT REQUIREMENTS

12.1 General Provisions

It is hereby declared to be the policy of the Town of Fletcher that the subdivision and development of land shall be guided and regulated in such a manner as to meet the following requirements for orderly and harmonious growth:

- A. Land to be subdivided shall be of such character that it can be used safely without danger to health, or peril from fire, flood, erosion, excessive noise, air and/or water pollution, or other menace. Proper provisions shall be made for drainage, water supply, sewerage, and other appropriate utility services.
- B. The proposed streets shall provide a safe, convenient and functional system for vehicular circulation and shall be properly related to the land use plan of the area. Streets shall be of such width, grade, and location as to accommodate prospective traffic, as determined by existing and probable future land uses. Streets shall be detailed to compliment neighborhoods and commercial centers and shall be pedestrian in scale.
- C. Buildings, lots, blocks, and streets shall be so arranged as to afford adequate light, view, and air, and to facilitate fire protection.
- D. Land shall be subdivided and developed with due regard to topography so that the natural beauty of the land and vegetation shall be protected and enhanced.

12.2 Required Improvements for all Development Plans

- | | |
|--|---------------------------|
| A. Water Supply Distribution and Fire Hydrants | G. Street Lights |
| B. Sanitary Sewer | H. Underground Wiring |
| C. Public Streets (Paved) and other Public Rights-of-Way | I. Dedicated Open Space |
| D. Utility Easements | J. Landscaping |
| E. Sidewalks | K. Storm Drainage Systems |
| F. Curb and Gutter | |

12.3 Access to Subdivided Lots

- A. All lots shall front upon a street built in accordance with this Article, **except in instances where a family subdivision (as defined in Article 18) is permitted.**
- B. Landlocked lots shall be prohibited; however, rear lots may be created if access to the public street is provided in the form of a flag strip of land with a minimum width of 25 feet and a maximum length of 250 feet, **or in instances where Family Subdivision is permitted (as defined in Article 18).**
- C. Within any subdivision, no driveway shall be allowed to provide access to more than two (2) lots, **except in Family Subdivisions (as defined in Article 18).**

- D. In a Minor Subdivision (as defined in Article 18), access to newly-created lots shall be provided as follows:
- 2-lot subdivision: access may be provided by:
 - via direct access to a street, or
 - via a shared driveway (see Section 12.3 C above)
 - 3- or 4-lot subdivision (including the resulting parent parcel): access may be provided by:
 - direct access to a street, or
 - via two (2) shared driveways, or
 - via a private Residential Local Road constructed in accordance with the design and construction standards of the most current NCDOT “Subdivision Roads-Minimum Construction Standards” Manual (except that no sidewalk, curbs, gutters, street lights, or landscaping shall be required)
 - by a privately deeded/platted right of way or easement in instances where Family Subdivision (as defined in Article 18) is permitted.
- E. In a Major Subdivision or Planned Residential Development, access shall be provided by a street system constructed in accordance with the provisions of Article 12.5

12.4 Street/Driveway Design – General Provisions

The Town views streets as the most important public space and therefore, in an effort to protect this investment, has developed a set of principles which permit this space to be used by both motorized vehicles, non-motorized vehicles (bicycles), and pedestrians.

- A. All streets shall be constructed in accordance with the design and construction standards of the most current NCDOT “Subdivision Roads-Minimum Construction Standards” Manual and shall permit public access whether by easement or by public dedication. Alternative street design and construction standards may be submitted to the Administrator for review by the Town’s consulting engineer for approval. Such alternative designs are subject to approval by the final approving body.
- B. All streets and driveways shall adhere to the most current NCDOT "Policy on Street and Driveway Access to North Carolina Highways" when a proposed street or private driveway connects into the State Highway System or the Town-maintained Road System. Alternatives may be submitted to the Administrator for review by the Town’s consulting engineer for approval. Such alternatives are subject to approval by the final approving body.
- C. Wherever possible, street locations should account for difficult topographical conditions, paralleling excessive contours to avoid excessive cuts and fills and the destruction of significant trees and vegetation outside of street-rights-of way on adjacent lands.
- D. The use of traffic calming devices such as raised intersections, landscaping bulb-outs, and traffic circles are encouraged as alternatives to conventional traffic control measures.

Encroachments: Any portion of a structure or appurtenance extending beyond a designated zoning setback, easement, property line, or public right-of-way. Also includes developments or advancement of use into a floodplain, which may impede or alter the flow capacity of a floodplain.

Entrance, Primary: The principal, functional doorway for public or direct-entry access into a building.

Environmentally Sensitive Area: An area with one or more of the following environmental characteristics: steep slopes, flood plain, soils classified as having high water tables, soils classified as highly erodible, subject to erosion, or highly acidic, land incapable of meeting percolation requirements, stream corridors, mature stands of native vegetation, springs or aquifer recharge and discharge areas, wetlands and wetland transition areas, or habitats of endangered species.

Existing Development: Structures, buildings, site specific plan or other projects that are completely built or that at a minimum have established a vested right as of the effective date of this Code based on at least one of the following being satisfactorily proven to the Planning Department for the specific development in question:

- (1) Substantial expenditures of resources (time, labor, money) based on a good faith reliance upon having received a valid local government approval to proceed with the development, or
- (2) Having an outstanding valid building permit as authorized by the General Statutes (G.S. 153A-344.1 and G.S. 160D-108), or
- (3) Having an approved site specific or phased development plan as authorized by the General Statutes (G.S. 153A-344.1 and G.S. 160D-108).

Existing Construction/Structure: For the purposes of determining rates, structures for which the start of construction commenced before the effective date of the FIRM or before January 1, 1975, for FIRMs effective before that date. Existing construction may also be referred to as "existing structures."

Existing Lot (Lot of Record): A lot which is part of a subdivision, a plat of which has been recorded in the Office of the Register of Deeds

prior to the adoption of this Code, or a lot described by metes and bounds, the description of which has been so recorded prior to the adoption of the Land Development Code.

Expansion: An increase in the size of an existing structure or use, including physical size of the property, building, parking, and other improvements or structures.

Extraterritorial Jurisdiction (ETJ): The area outside municipal limits where the Town of Fletcher exercises planning, zoning, and subdivision powers.

F

FAA: The Federal Aviation Administration.

Façade: The vertical surface of a building which is set along a frontage line. The elevation of a facade is the vertical surface area. Facades are subject to visual definition by building height, setback lines, recess lines (a line prescribed for the full width of the facade above which the facade sets back, the location of which is determined by the desired height to width ratio of the enfronting space or by a desired compatibility with existing buildings), and transition lines (a line prescribed for the full width of the facade expressed by a variation of material or by a limited projection such as a cornice or balcony).

Family: An individual, or two or more persons related by blood, marriage, or adoption living together as a single housekeeping unit; or a group of not more than five persons not related by blood, marriage, or adoption living together as a single housekeeping unit, as in a group home.

Family Care Home (6 or fewer residents): A home with support and supervisory personnel that provides room and board, personal care and rehabilitation services in a family environment for not more than six resident handicapped persons. (NCGS 160D-907)

Family Subdivision: a division of a tract of land to convey the resulting parcels, with the exception of parcels retained by the grantor, to a relative or relatives.

Farm, Bona Fide: The raising of crops or livestock, including orchards, vineyards, or nurseries, along with any buildings or structures necessary to conduct such activities. Agricultural activities as set forth in G.S. 160D-903.

MEMORANDUM

TO: Fletcher Town Council
FROM: Christine Thompson, Town Clerk
COPY TO: Mark Biberdorf, Town Manager
DATE: 8/2/2024



SUBJECT: Selection of candidates for the Parks & Recreation Advisory Board.

Background:

Due to Blue Ghost Brewery closing, it has become necessary to replace Mr. Jeremy Weber on the Henderson County Tourism Development Authority Board. Council had decided at last month's meeting to post this vacancy on the town website for a month in order to give everyone who may be interested an opportunity to apply. At this time, we have currently received an application from Mr. Roy Dickerson who is interested in filling the remaining two-year term on this board.

We also have a vacancy on the Parks & Recreation Advisory Board due to Mr. Spencer Stevens leaving the area. Ms Lorie Boehm would like to be considered for this vacancy. Also, Mr. Erik Weber's term is up this month, and he has submitted another application to be considered for another term on the Parks & Recreation Advisory Board.

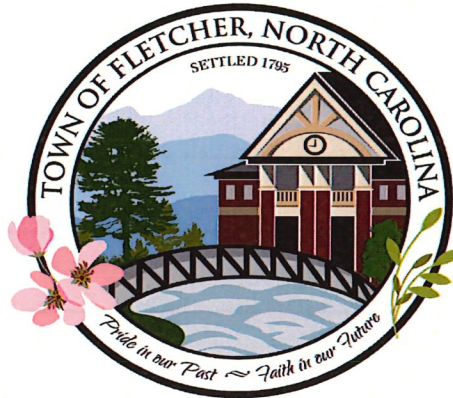
All applications are attached for your review.

Recommendation:

Attachments:

1. Parks & Recreation applications.pdf3

RECEIVED
8-2-24



Application for Appointed Boards/Commissions/Committees Fletcher Town Council

The Town of Fletcher Town Council believes that all citizens should have the opportunity to participate in governmental decisions. One way of participating is by serving as a citizen member of one of the Town's various boards. If you wish to be considered for an appointment to a board, please complete the information below and return it to the Town Clerk at 300 Old Cane Creek Road, NC 28732. For more information you may contact Town Hall at (828) 687-3985.

Name: Brett D. Miller

Home Address: 77 Stonehollow Road Fletcher, NC 28732

My residence is located with the Town of Fletcher city limits: Yes No (circle one)

How long have you lived in Fletcher: 5

E-mail Address: brett@mmagolf.com

Home Phone: 828-775-7765 Work Phone: 828-775-7765

Occupation: golf industry consultant Years in Position: 28

It is the Town Council's goal to maintain a balance of membership on its Boards/Commissions or Committees based on race, gender and voting district residency.

Voting District St. Johns Commons Male X Female _____

Race: White X Black _____ Hispanic _____ Native American _____

Other _____

Have you been convicted on any formal charge of professional misconduct, criminal misdemeanor or a felony in any jurisdiction?

Yes _____ No X _____ If yes please explain disposition.

Board(s) / Committee(s) Interested In: (Please list in order of preference)

1. Parks Rec
2. _____
3. _____

What do you feel are your qualifications for serving on the board requested?

- have been a part of Fletcher for decades, former owner managing partner of

Broadmoor Golf Links, co-founders with Travis Childs, First Citizens Bank (retired)

of FABAA (Fletcher Area Business Association), current registered business owner in

Fletcher, Miller Management Associates. Have been in various leadership roles in
recreation.

I understand this application is public record and I certify that the facts contained in this application are true and correct to the best of my knowledge. I authorize and consent to the background checks and to the investigation and verification of all statements contained herein as deemed appropriate. I further authorize all information concerning my qualifications to be investigated and release all parties from all liability for any damages that may result from this investigation. I understand and agree that any misstatement may be cause for my removal from Board/Commission/Committee. I understand regular attendance to any Board/Commission/Committee meeting is important and accordingly, I further understand that if my attendance is less than the standards established for any body that this is cause for removal. Lacking any written standards for attendance by any Board/Commission/Committee it is expected that I will attend at least 75% of all meetings during any one calendar year to maintain my seat on any

Board/Commission/Committee to which I may be appointed. This form will remain on file in the Office of the Town Clerk and requests for updates will be sought prior in any consideration for re-appointment (or future appointment) to any Board/Commission/Committee.

Signature: Brett D. Miller Date: 8/1/2024

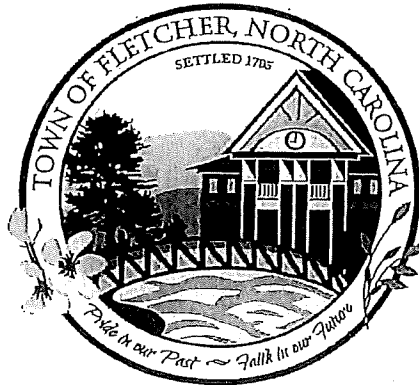
.....
Office Use Only:

Date Received: 8/2/24

99 59517

Date Forwarded to Council: _____

RECEIVED
2-22-24



Application for Appointed Boards/Commissions/Committees Fletcher Town Council

The Town of Fletcher Town Council believes that all citizens should have the opportunity to participate in governmental decisions. One way of participating is by serving as a citizen member of one of the Town's various boards. If you wish to be considered for an appointment to a board, please complete the information below and return it to the Town Clerk at 300 Old Cane Creek Road, NC 28732. For more information you may contact Town Hall at (828) 687-3985.

Name: Lorie Boehm

Home Address: 15 N Mockingbird Lane, Arden 28704

My residence is located with the Town of Fletcher city limits: ☒ Yes ☐ No (circle one)

E-mail Address: mtns2sea.andback@gmail.com

Home Phone: 828-400-2466 Work Phone: 828-400-2466

Occupation: Administrator of Non-Profit Years in Position: 20

It is the Town Council's goal to maintain a balance of membership on its Boards/Commissions or Committees based on race, gender and voting district residency.

Voting District Fletcher ^{Town Hall} Male Female X

Race: White X Black Hispanic Native American
Other

Have you been convicted on any formal charge of professional misconduct, criminal misdemeanor or a felony in any jurisdiction?

Yes _____ No X _____ If yes please explain disposition.

Board(s) / Committee(s) Interested In: (Please list in order of preference)

1. Planning Board
2. Zoning
3. Where you need members

What do you feel are your qualifications for serving on the board requested?

I started an regional office for a large non-profit 20 years ago. My area covers now
23 counties in WNC; 5 departments; 100 staff; multi million dollar budget. Also, I have
built a home in WNC; owned land pulled permits in WNC. Also, I acted as my own
general contractor in remodeling a condo in Florida after 2 floods.

I understand this application is public record and I certify that the facts contained in this application are true and correct to the best of my knowledge. I authorize and consent to the background checks and to the investigation and verification of all statements contained herein as deemed appropriate. I further authorize all information concerning my qualifications to be investigated and release all parties from all liability for any damages that may result from this investigation. I understand and agree that any misstatement may be cause for my removal from Board/Commission/Committee. I understand regular attendance to any Board/Commission/Committee meeting is important and accordingly, I further understand that if my attendance is less than the standards established for any body that this is cause for removal. Lacking any written standards for attendance by any Board/Commission/Committee it is expected that I will attend at least 75% of all meetings during any one calendar year to maintain my seat on any

Board/Commission/Committee to which I may be appointed. This form will remain on file in the Office of the Town Clerk and requests for updates will be sought prior in any consideration for re-appointment (or future appointment) to any Board/Commission/Committee.

Signature: Ima H. Boelen Date: 2/21/2024

Office Use Only:

Date Received: 2-22-24

760577 ~~760577~~
8736 012 pencil

Date Forwarded to Council: 3/4/24

RECEIVED
7-29-24



Application for Appointed Boards/Commissions/Committees Fletcher Town Council

The Town of Fletcher Town Council believes that all citizens should have the opportunity to participate in governmental decisions. One way of participating is by serving as a citizen member of one of the Town's various boards. If you wish to be considered for an appointment to a board, please complete the information below and return it to the Town Clerk at 300 Old Cane Creek Road, NC 28732. For more information you may contact Town Hall at (828) 687-3985.

Name: ERIK WEBER

Home Address: 12 OAKBROOK RD FLETCHER NC 28732
My residence is located within the Town of Fletcher city limits: Yes No (circle one)

How long have you lived in Fletcher: 16 years

E-mail Address: erikwebor@gmail.com

Home Phone: 828-707-8050 Work Phone: 828-575-3491

Occupation: Environmental Health Years in Position: 5

It is the Town Council's goal to maintain a balance of membership on its Boards/Commissions or Committees based on race, gender and voting district residency.

Voting District 4 Male X Female _____
Race: White X Black _____ Hispanic _____ Native American _____
Other _____

Board/Commission/Committee to which I may be appointed. This form will remain on file in the Office of the Town Clerk and requests for updates will be sought prior in any consideration for re-appointment (or future appointment) to any Board/Commission/Committee.

Signature: Erin Wuk Date: 7/29/24

Office Use Only:

Date Received: 7/29/24

Date Forwarded to Council: _____

**Public Works Department
Monthly Report
July 2024**

Brush Pick Up

Public Works picked up 330 brush orders for a weekly average of 83. This produced 312 Cyds of brush which is now being dumped at the Henderson County Landfill at a cost of \$48 per ton.

Vehicles

Service was performed on 12 police cars, 2 P&R vehicles and 2 Public Works vehicles.

Sanitation

Public Works collected 192.50 tons of garbage for a daily average of 8.37 tons. Public Works collected 13 white goods. Our daily average is down since we have added the shorter route on Mondays, but our total collection tons are still the same.

Town Hall

Trane has been working on the Chiller and trying to have the temperature at the correct set points. As of now, all is good!

Administration Monthly Report

Heather Taylor, Assistant Town Manager

July 2024

Assistant Town Manager:

- **Website/Facebook:**
 - Continuing to work on updating the Town's website with current Town information. Also trying to post to the Town's Facebook account a couple times a week.
- **Purchasing for FY 24/25:**
 - Discussed with department heads about beginning to quote/purchase capital items that were budgeted in FY 24/25.
- **Performance Measures:**
 - Updated the spreadsheet to assist in tracking the Admin/Finance departments performance measures for the new fiscal year.

Finance:

- **Taxes for 2023-** The 2024 tax bills were mailed out the week of July 22 which included how to connect with the Town flyer.
- **Business Registration Revenue-** The business registrations for the fiscal year were mailed out in early July and revenue has already been coming in from the renewals.
- **Budgets for 24/25-** Prepared the worksheets for the budget document that Christine had printed and bounded for staff and Council.
- **FY 23/24 Audit-** Auditors will be here on August 5 to complete the testing of controls as well as complete some preliminary audit work. They will return in early October to finish the audit.
- **FY 23/24 Financial Statements -** Heather has started to prepare the financial statements for FY 23/24.

Human Resource:

- **Employment-**
 - Full-Time:
 - Police Officer Vacancies- Continuing to advertise for an open vacancy after one candidate was no longer in the running.
 - Public Works Maintenance Specialist- Gene Youngblood resigned from the Town on 7/26/24. This position will be posted in early August.
- **Wellness-**
 - Employee Gym- over 41 hours were spent in the employee wellness gym during July.
 - Blood Pressure Screenings- No screenings were held in July, but the nurse from Pardee will be here on Wednesday, August 7.

Fletcher Parks & Recreation Department

We have completed our 2024 summer day camp operations as of August 2nd. Summer Camp ran for 9 consecutive weeks averaging 60 campers per day. Campers went swimming, took field trips to local recreation venues, played games, and made summer friends. Josh Queen and his staff did a great job !

Our second summer concert will be held on Saturday, August 17th at the Park. The Caribbean Cowboy band will be performing from 6pm-8pm on the stage. Baabals Ice cream will be opening concessions, selling food during the concert . Hunter Subaru of Fletcher is the Title sponsor for the summer concerts.

A Pickleball skill clinic for beginners and Intermediate players will be held on Saturday, August 10th from 8am -11am on 2 courts. We have filled 15 out of 16 slots for this clinic. Fall classes will begin on Monday, September 9th.

Park maintenance staff is resurfacing the greenway trails this month at the Park. They are also busy mowing and preparing the athletic fields for fall sports. Fall lacrosse clinics will begin on Sunday afternoons in September, and ball field rentals for baseball/softball practices will continue during the week in August.

Pooches in the Park will be held on Saturday, August 24th from 9am-12noon. The event will have 14 dog vendors, children's activity area, and a food truck. It will be held at the Steelcase shelter and the meadow area behind the shelter.

Greg Walker, Director

Monthly Update— July, 2024

Planning & Zoning

Planning Board/ZBA – The board did not meet in July. Long time member Duane Gentle, who has been on the Board as the County appointed ETJ has stepped away from the Board as he has moved and no longer resides in the ETJ. I will be advertising this vacancy both on the Town newsletter/website, and asking the county to share it on their site as well. The clerk for the County indicated that we would need to advertise, bring applications to Council, for a recommendation that would be forwarded to the Commissioners for appointment. I will have a plaque for Council to present to Duane hopefully at the September meeting.

- Continued day to day issuance of permits, fielded inquiries about potential new developments, and responded to miscellaneous complaints (various complaints involving zoning, solid waste, and/or junked vehicles).
- Continued work on implementation of various minimum measures related to the Town's MS4 Stormwater Permit. Continued discussions and work with Mary Roderick from LOS and Chris Brown from McGill on various aspects of the program.
- Attended the July 22nd meeting of the Asheville Regional Housing Consortium.
- Working with the developers of the Authors and Heritage Park on various items related to both subdivisions. (Involving some slight changes w/ regard to locations of sidewalks and street trees due to utilities).
- Participated in a couple meetings with Town Manager and reps from additional development groups with preliminary interest in the Town Center project.



FLETCHER POLICE DEPARTMENT

TEAMWORK - PROFESSIONALISM - DEDICATION

DANIEL D. TERRY
CHIEF

MEMORANDUM

To: Mark Biberdorf, Town Manager
From: Chief D. Terry
Date: August 1, 2024
Re: July 2024 Monthly Report

Training & Professional Development:

- Officer Wolfe attended a two day radar recertification course. This certifies him in the use of speed measuring devices allowing him to use said devices for traffic enforcement.
- Officer Wolfe attended an 80-hour At-Scene Traffic Crash Investigations course.
- Officer Interlicchia attended the two-day ARIDE (Advanced Roadside Impaired Driving Enforcement) course to further enhance her DWI detection and apprehension skills.
- Chief Terry attended the North Carolina Police Executive Association's Annual Conference.
- Department-wide training in building searches and room clearing was conducted with the use of Veritas Academy.
- The department concluded a series of ICAT (Integrating Communications, Assessments, and Tactics) training for all officers. The emphasis of the course is in communicating with people in crisis.

We had a total of 607 calls for service for the month of July. This does not include 1281 extra security checks. Sixty-nine incident reports were filed. Twenty-three of these incidents required some type of investigative follow-up to be conducted. Forty-five citations were issued for a total of 61 charges. Twenty-five auto accidents were reported and 38 arrests made.

Activities of interest for the month of July include:

- On July 31, Officer Savannah Kicklighter graduated from the Basic Law Enforcement Training Academy at AB-Tech. During her studies in the BLET Program she was chosen as the class leader and received the Trailblazer Award for her positive attitude and demonstrated leadership skills. She also received the Excellence in Academic Distinction Award for having the highest G.P.A. in the class. We welcome her and are excited to have her on the team. We now wait for the state to certify her as a law enforcement officer at which time she will begin the departments Field Training Program. This addition leaves the department two positions short.

300 OLD CANE CREEK ROAD, FLETCHER NC 28732
PHONE (828) 687-7922 – FAX (828) 654-8046
Email: d.terry@fletchernc.org

- Laura Phipps started with the department as the new Evidence Custodian. She is no stranger to law enforcement in Henderson County. With 43 years as a board-certified Physician Assistance, she spent many years working with law enforcement and other service organizations advocating and serving child victims of abuse and neglect. This position was previously filled by the Detective Sergeant, which divided his responsibilities and distracted him from his priority assignment as the Criminal Investigation Division supervisor. This addition to the department will enhance the effectiveness and efficiency of the department.
- Officers assisted Henderson County Sheriff's Office with a traffic enforcement saturation patrol on Hendersonville Road, which lead to the arrest, by Fletcher officers, of a driver for DWI.
- During the month, there were seven drug related felony arrests, to include arrests for fentanyl, methamphetamine, and cocaine. Additional drug related misdemeanor arrests were likewise made. There were fourteen arrests made for outstanding warrants and nine DWI arrests.
- Officers located a stolen vehicle at one of the local hotels. Officers surveilled the vehicle until observing a man exit a room and walk towards it. Officers attempted to block the vehicle, when the offender rammed two police cars in an attempt to flee. A short pursuit ensued and the offender was stopped, arrested, and charged with Possession of Stolen Motor Vehicle, Fleeing and Eluding, Hit & Run, Reckless Driving, Identity Theft, and DWI. Subsequent investigation led to additional charges for Possession of Fentanyl and Prostitution related to a female in the hotel room the man came from.
- After numerous calls to the same residence for domestic issues, communicating threats, and breaking and entering, all relating to callers son, caller obtained Involuntary Committal Papers against him. As officers attempted to serve said papers, the subject resisted and a fight ensued. He was subsequently taken into custody for Assaulting a Government Official, Resisting Arrest, and Communicating Threats.
- After noticing an increase in calls for shoplifting at Ingles, extra patrols, to include foot patrols were initiated. Seven offenders were charged for shoplifting during the month of July. In addition, an operation between patrol, detectives, and Ingles loss prevention was conducted. See attached memo for the results of that operaiton. A second operation was also conducted that resulted in no offenses being detected.
- Community engagement activities this month consisted of attending the Deputy Ryan Hendrix Bridge Dedication, a Henderson County Behavioral Health Response Team Planning Meeting, a Suicide Task Force Meeting, a Human Trafficking Task Force Meeting, and meeting with Veritas staff to coordinate the above mentioned training at their facility.

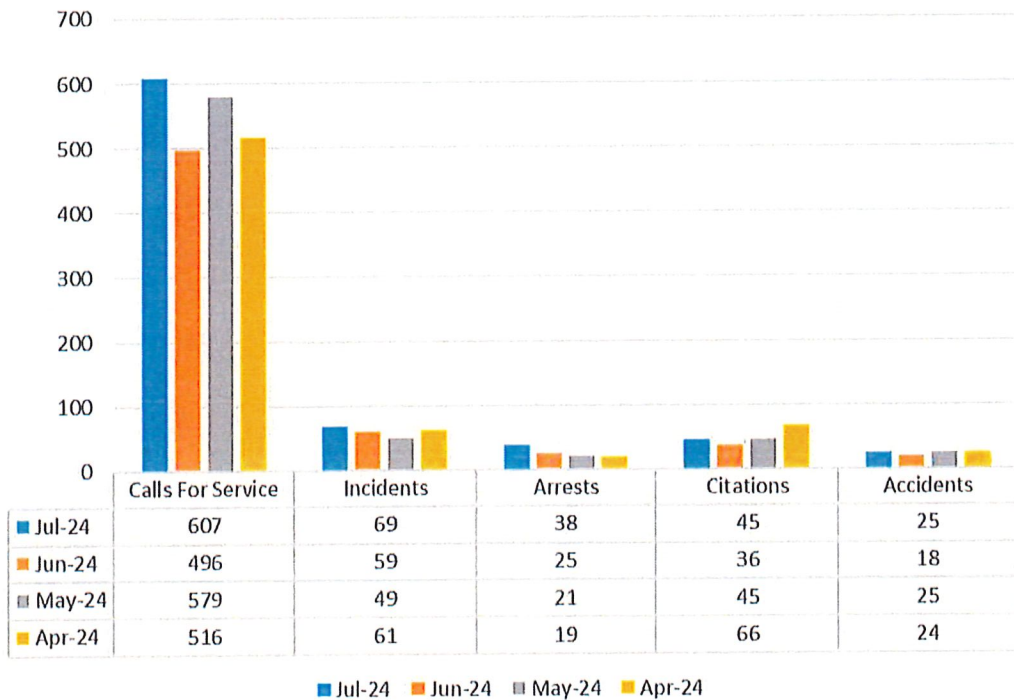
Respectfully Submitted,



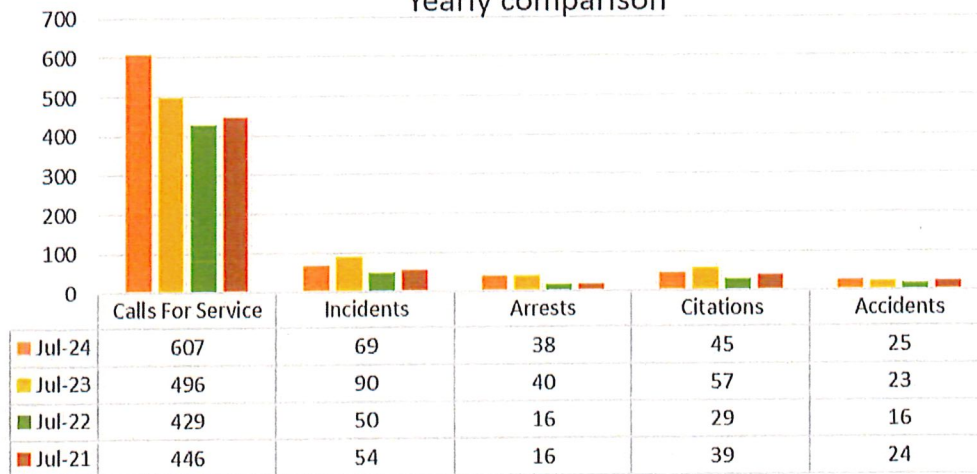
Chief Dan Terry

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Fletcher Police Department - July - 2024 Monthly Comparison



Fletcher Police Department - July- 2024 Yearly comparison



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FLETCHER POLICE DEPARTMENT

TEAMWORK - PROFESSIONALISM - DEDICATION

DANIEL D. TERRY
CHIEF

TO: Chief D. Terry
FROM: Sergeant J. Kilby
DATE: 07/27/2024
RE: Ingles Operation

On July 26, 2024, 500 Squad along with the Fletcher Police Department's Criminal Investigations Division, conducted an operation at Ingles to deter and apprehend suspects of theft and other criminal activities. Sgt. Diaz, Detective Beauchamp, and Officer Gibbard were stationed in various locations in the parking lot to be able to read license plates as they entered and exited the business. I and Officer Cucchiara were stationed inside the store to make our presence known, visually locate suspects, and assist management in the deterrence of possible thefts.

This operation resulted in two Driving While License Revoked citations, one citation for Possession of Drug Paraphernalia, the removal of one homeless subject with no legal means to use the business for its intended purpose, and one arrest for Resist, Obstruct, and Delay. These charges and arrests were a result of officer presence in the parking lot of the business and communication with officers inside the business. Management on site was pleased with our presence and continuously thanked us for our assistance and vigilance in the deterrence of crime. It should be noted there were several customers who entered the business, noticed officers, and left without purchasing items. Citizens of the community were also aware of our presence and thanked us for our service to the community. I believe our efforts were successful, which is a testament to the hard work and dedication of our Department.

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FLETCHER POLICE DEPARTMENT
CRIMINAL INV DIVISION
JULY 2024 STATISTICS

OFFENSE	MONTHLY ACTIVITY 2024					CUMULATIVE 2024				
	ASSIGNED	CLEARED w/ ARREST	EXCEPTIONALLY CLEARED	ADMINISTRATIVELY CLEARED	UNFOUNDED	OPEN PENDING	CLEARED BY ARREST	EXCEPTIONALLY CLEARED	ADMINISTRATIVELY CLOSED	UNFOUNDED
ARSON									1	
ASSAULT/BATTERY									1	
B&E (COMMERCIAL)							1	1	1	
B&E (RESIDENTIAL)						1				
B&E (TO MOTOR VEHICLE)	1					3			1	
CHILD ABUSE (PHYSICAL/NEGLECT)									1	
CRIMINAL DAMAGE									1	
CRIMINAL TRESPASS										
DEATH INVESTIGATIONS						1				3
DOMESTIC VIOLENCE										
DRUG INVESTIGATIONS							4			
ELDER ABUSE-FINANCIAL	1					1				
ELDER ABUSE-PHYSICAL										3
FINANCIAL CRIMES/ID THEFT	3	2		1	1		4	2	5	1
HARASSMENT/INTIMIDATION										
HOMICIDE							1			
LARCENY	1		1				3	2	2	
MISSING PERSON (ADULT)										
MISSING PERSON (JUVENILE)										
MOTOR VEHICLE THEFT/UUMV	1					2				
ROBBERY				1					1	
SEX OFFENSE	2					3	1	1		
SUICIDE/ATTEMPTED										
OTHER						1	3		1	
TOTAL	9	2	1	2	1	12	17	6	13	7
LAST MONTH	3	1	0	4	0					
YEAR-TO-DATE										

Department of Social Services			2024 YTD
TOTAL CASES REVIEWED	2		10
TOTAL CASES ASSIGNED	2		4

66 % Clearance rate for July
2024

70% Year-To-Date Clearance

CITIZEN ASSIGNMENT LETTERS SENT 11 50