TOWN OF FLETCHER

PRESTON BLAKELY
MAYOR

MARK E. BIBERDORF
TOWN MANAGER

COUNCIL MEMBERS:
JIM PLAYER
TREVOR C. LANCE
KEITH REED
AMBER MCKINNEY

Town Council Regular Meeting
February 9, 2026 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 January 5, 2026
2) Regular Meeting January 12, 2026

Council Updates

Consent Agenda

3) Tax Refunds/Releases
4) Approval of Budget Amendment # 2 to the FY 25/26 Budget Ordinance.
5) Notice to terminate expiring contract with Mills River Fire & Rescue - Mark Biberdorf, Town Manager
6) Approval of an award in the amount of $250,846.10 to C & T Paving, LLC for a street resurfacing project.

Discussion Items

7) Presentation of mid-year tax collector's report and permission to advertise delinquent taxes per NCGS 105-369 - Susan Heafner, Tax Collector.

8) Town Code Text Amendment – Entry Gates (25-04-CTA) – Tyler Morrow, Planning & Zoning Director

9) Discussion on possible voluntary annexation of parcel # 10011304 into the Town of Fletcher to be leased for an additional ABC store within the city limits.

10) Recommendations for surplus unassigned fund balance - Mark Biberdorf, Town Manager

11) Potential voluntary annexation of subdivision planned for Burney Mountain Road - Mark Biberdorf, Town Manager

Town Manager Report

Department Reports

12) January Reports

Adjourn

Upcoming Events

Agenda Review Meeting March 2, 2026 at 6:00 pm (Multipurpose Room)
Regular Meeting March 9, 2026 at 6:00 pm
Budget Retreat Meeting March 24, 2026 at 8:30 am
Easter Egg Hunt March 28th, 2026
Shred/Pill Drop event Saturday, April 25, 2026 from 9:00 am to Noon.

"This Institution is an equal opportunity provider."

Town of Fletcher
Town Council Agenda Review Meeting
Minutes
January 5, 2026

Call the meeting to order at: 6:00 PM

Those who were in attendance are as follows:

Mayor Preston Blakely
Mayor Pro-Tem Trevor Lance
Councilmember Jim Player
Councilmember Amber McKinney
Councilmember Keith Reed
Planning & Zoning Director Tyler Morrow
Town Manager Mark Biberdorf.

Budget Workshop on this past year accomplishments and emerging issues FY 2026-2027 Budget. (Regular Meeting)

Moment of Silence:

No comments were made at this time.

Pledge of Allegiance:

No comments were made at this time.

Public Comments:

No comments were made at this time.

Approval of minutes - corrections, additions or deletions

Agenda Review Meeting December 1, 2025

Regular Meeting December 8, 2025

No comments were made at this time on the minutes.

Council Updates

No comments were made at this time.

Consent Agenda

Approval of Resolution R-26-01 to sell surplus property at public auction.

Tax refunds/releases

Setting a Public Hearing Date — Town Code Text Amendment – Entry Gates (25-04-CTA) – Tyler Morrow– Planning & Zoning Director

Mayor Blakely asked if there were any questions or comments on the consent agenda?

Planning & Zoning Director Tyler Morrow answered some questions that council had for him about this item.

Discussion Followed:

Mayor Pro-Tem Trevor Lance has requested to meet with the Planning & Zoning Director to change some of the verbiage in the amendments.

Discussion Items

Presentation of the year-end audit report for FY 2024/2025 — Carol Avery, Lowdermilk Church & Co

Mayor Blakely stated that Carol Avery would be here next week for the annual audit report.

Public Hearing — Conditional Zoning District – Fletcher Village Bakery (25-01-CZD) – Tyler Morrow, Planning & Zoning Director

Mayor Blakely stated that next week we will have a Public Hearing for the conditional rezoning for Fletcher Village Bakery. Are there any questions about this?

Mayor Pro-Tem Trevor Lance stated," I see that an emergency gate has been added to the plan. (Pressley Hill Road)

Discussion Followed:

Presentation of the recommended five-year capital improvement plan for FY 2026/2027 through FY 2030/2031 - Mark Biberdorf, Town Manager

Town Manager Mark Biberdorf went over his recommendations for the upcoming CIP plan for 2026 through 2031.

Discussion Followed:

Council has made some recommendations for the timelines of specific items on the plan and the Town Manager will make the changes and bring them back before council at the regular meeting.

Town Manager Report

I shared with you about the state revolving funds that we put our application in for the sewer

project and got turned down because we did not have enough hurricane-related damage. I shared with LOS that maybe we could still apply in another round that is not Helene related for state revolving funds. We maybe could also use some of our unassigned fund balance to cover this project, as we are at 75% in the unassigned balance. Our policy says to keep our balance between 45 - 65%.

In February, we are going to lose this room (council room) due to the elections board using it. We can meet in the multipurpose room, but the police dept has a class in there during this time and there is going to be a lot of setting up and breaking down of the tables and chairs etc. It has been suggested that we have one meeting instead of two in February due to the circumstances.

Council agrees to only one council meeting in February on February 9th in the multipurpose room.

I wanted to give you an update on some issues with The Super 8 motel on Underwood Road, as we have met with the property owner(s) recently as this is a nuisance abatement issue. We met with the owners back on December 16th and we have a Memorandum of Understanding with them to abide by something that would cut down on the illicit activity there. It is not fully executed as yet because some of the owners are out of the country. We are already seeing some small improvements, and we hope this will continue.

Department Reports

December Reports

Adjourn

Mayor Blakely asked for a motion to adjourn.

Mayor Pro-Tem Trevor Lance motioned to adjourn, and it was seconded by Councilmember Amber Mckinney.

Motion all in favor.

Adjourned at: 6:50 pm

Upcoming Events

Regular Meeting January 12, 2025, at 4:00 pm
Paint with Love class January 23, 2025
Agenda Review Meeting February 2, 2025, at 6:00 pm
Father Daughter Dance February 7, 2025
Regular Meeting February 9, 2025, at 6:00 pm
Easter Egg Hunt March 28th

Approved.

Date

Signed

Town of Fletcher
Town Council Regular Meeting
Minutes
January 12, 2026

Call the meeting to order at: 4:00 PM

Those who were in attendance are as follows:

Mayor Preston Blakely
Mayor Pro-Tem Trevor Lance
Councilmember Amber McKinney
Councilmember Jim Player
Councilmember Keith Reed
Town Manager Mark Biberdorf
Public Works Director Jabbo Pressley
Parks & Recreation Director Josh Queen
Planning & Zoning Director Tyler Morrow
Police Chief Dan Terry

Budget Workshop on this past year accomplishments and emerging issues FY 2026-2027 Budget.

Department Heads gave an overview of their budget request items for the upcoming FY 26/27.

Budget Work Session
Monday, January 12, 2026
4:00 p.m.
Agenda

IT — Mathew Horton, WNC IT Business Solutions
Administration, Professional Services & Town Facilities — Heather Taylor
Parks & Recreation – Josh Queen
Police Department – Dan Terry
Public Works – Jabbo Pressley
Planning & Zoning – Tyler Morrow
Accomplishment Overall, Revenues, CIP, Other Projects – Mark Biberdorf

Discussion followed:

Mayor Blakely asked for a motion to recess and resume the meeting at 6:00 pm.

Councilmember Jim Player motioned to recess, and it was seconded by Mayor Pro-Tem Trevor Lance.

Motion all in favor.

Recessed at: 5:12 pm

Called the meeting back to order at: 6:00 pm

Moment of Silence:

Mayor Blakely led the group in a moment of silence.

Pledge of Allegiance:

Mayor Blakely led the group in the pledge of allegiance

Public Comments:

No comments were made at this time.

Approval of minutes - corrections, additions or deletions

Agenda Review Meeting December 1, 2025

Regular Meeting December 8, 2025

Mayor Blakely asked if there were any corrections, additions or deletions to the minutes as presented and, if not, do i have a motion to approve the minutes?

Councilmember Keith Reed motioned to approve the minutes, and it was seconded by Councilmember Jim Player.

Motion all in favor.

Council Updates

No comments were made at this time.

Consent Agenda

Approval of Resolution R-26-01 to sell surplus property at public auction.

Setting a Public Hearing Date — Town Code Text Amendment – Entry Gates (25-04-CTA) – Tyler Morrow– Planning & Zoning Director

Tax refunds/releases

Mayor Blakely asked for a motion to approve the consent agenda.

Councilmember Jim Player motioned to approve the consent agenda, and it was seconded by Councilmember Amber McKinney.

Motion all in favor.

Discussion Items

Presentation of the year-end audit report for FY 2024/2025 — Carol Avery, Lowdermilk Church & Co

Carol Avery of Lowdermilk & Church gave a presentation of the year-end audit report for FY 2024/2025 and answered questions that council had for her. (attached to final minutes)

Discussion Followed:

Public Hearing — Conditional Zoning District – Fletcher Village Bakery (25-01-CZD) – Tyler Morrow, Planning & Zoning Director

Planning & Zoning Director Tyler Morrow went over the information concerning the rezoning request for Fletcher Village Bakery. Then Mr David Workman the developer for this project, gave a PowerPoint presentation. He also answered questions that the council had for him.

Discussion Followed:

Mayor Blakely asked for a motion to open the public hearing.

Mayor Pro- Tem Trevor Lance motioned open the public hearing, and it was seconded by Councilmember Jim Player.

Motion all in favor.

Mayor Blakely asked if there were any comments on this item while in the public hearing.

Mr Glen Weber of 17 Tanner Oaks Drive stated that he thinks all his questions were answered in the presentation. He said that he was happy that the driveway onto Pressley Hill Road was limited to emergency access only (gated). He also said that he was in favor of sidewalks for easy access to the bakery.

There were no other comments from anyone at the public hearing.

Mayor Blakely asked for a motion to close the public hearing.

Councilmember Keith Reed motioned to close the public hearing, and it was seconded by Councilmember Jim Player.

Motion all in favor.

Mayor Blakely asked if council had any more questions on this project and, if not, what is the pleasure of the council.

Councilmember Jim Player made a motion to adopt the ordinance amending the official zoning map of the Town of Fletcher changing the zoning designation of the subject property from R-2 Medium Density Development District to NBD-CZD, Neighborhood Business Conditional Zoning District, for the construction of a bakery based on the master site plan and list of conditions submitted by and agreed to by the applicant, [dated 12-22-25] and presented at this meeting and subject to the following:

The development shall be consistent with the site plan, including the list of applicable conditions contained therein, and the following permitted uses: Restaurant

The petition is found to be consistent with the Town of Fletcher Land Use Plan based on the information from the staff analysis and the public hearing, and because:

The petition provides an expansion of commercial into a designated commercial hub rather than a continuous strip along a major thoroughfare.

Furthermore, we find this petition to be reasonable and in the public interest based on the information from the staff analysis, public hearing and because:

The proposed development adds a neighborhood-styled business within walking proximity to single-family residential.

The proposed development would provide an additional neighborhood meeting space for Fletcher residents away from US 25.

and this was seconded by Councilmember Keith Reed.

Motion all in favor.

Presentation of the recommended five-year capital improvement plan for FY 2026/2027 through FY 2030/2031 - Mark Biberdorf, Town Manager

Town Manager Mark Biberdorf went over the recommended changes by council at the agenda review meeting for the next FY 2026/2027 through 2030/2031 CIP.

Discussion Followed:

Mayor Blakely asked for a motion to approve the 5-year CIP for 2026/2027 through 2030/2031.

Councilmember Keith Reed motioned to approve the 5yr CIP, and it was seconded by Councilmember Amber McKinney.

Motion all in favor.

Town Manager Report

Town Manager Mark Biberdorf stated that the state revolving funds for the grant application for adding sewer to those three streets off of Fanning Bridge road was turned down. These funds were basically meant for Helene-related items and this just did not qualify for that. However, I mentioned that we could possibly use unassigned fund balance monies for this project. I will bring a report back to you next month at the February meeting that considers using all or a portion of the unassigned fund balance for this project.

Last week we talked about council meetings in February and the council chambers not being available due to primary voting. We decided to have only one meeting, which would be the regular meeting on February 9 in the multipurpose room.

Last week I talked to you about the code enforcement issues/efforts at The Super 8 motel. Last week, staff, ALE and the town attorney met with some of the owners of the motel to work on some things to help reduce the problems/crime at the motel with a Memorandum of Understanding.

The spring shred event (pill drop) has been scheduled for Saturday, April 25 from 9:00 to noon,

Department Reports

December Reports

Adjourn
Mayor Blakely asked for a motion to adjourn.

Mayor Pro-Tem Trevor Lance motioned to adjourn, and it was seconded by Councilmember Jim Player.

Motion all in favor.

Adjourned at: 6:37 pm

Upcoming Events

LGCCA January 20, 2025 at 3:00 pm
Paint with Love class January 23, 2025
Father Daughter Dance February 7, 2025
Regular Meeting February 9, 2025, at 6:00 pm
Easter Egg Hunt March 28th

Approved.

_____ _____

Date Signed

Town of Fletcher

Financial Highlights
Years Ended June 30, 2025 and 2024

General Fund	**2025**	**2024**
Cash and investments	$ 11,221,810	$ 10,609,339
Total assets	$ 12,577,013	$ 11,625,878
Fund balance	$ 12,434,617	$ 11,500,380
Total revenue	$ 10,049,578	$ 10,060,676
Total expenditures	$ 9,095,957	$ 9,778,892
Transfers in (out)	$ (100,000)	$ -
Other financing sources (uses)	$ 80,616	$ 98,810
Increase (decrease) in fund balance	$ 934,237	$ 380,594
Ad valorem taxes collected	$ 5,308,388	$ 5,230,567
Percent of taxes collected	99.77	99.81
Investment income	$ 409,866	$ 444,204

Fund Balance Available		
Available Balance	10,964,982	10,474,636
Expenditures and other financing sources and uses	9,095,957	9,705,334
Available Fund Balance	120.55%	107.93%

Other Funds		
Cash and investments	$ -	$ -
Total assets	$ 460,882	$ -
Fund equity	$ -	$ -
Revenues	$ 562,264	$ -
Operating expenses	$ 662,264	$ -
Nonoperating revenues (expenses)	$ -	$ -
Transfers in/(out)	$ 100,000	$ -
Net income (loss)	$ -	$ -

TOWN OF
FLETCHER
Tax Collectors Office

2025 TAX YEAR PENDING RELEASES & REFUNDS

February 2026

Report Month	Year Adj	Rel #	Refnd #	Taxpayer	Reason for Release/Refund	Released Tax Amt	Adj Real Value	Adj Pers Value	REID or Abst #	HC BOC Approv
Feb-26	2025	20	-	EMPIRE NATIONAL INC	VOIDED ABSTRACT. LISTED AS PUBLIC SERVICE CO IN 2025.	$ 8,602.68		(2,793,080)	3100270	1/5/2026
	2025	21	-	FLEETPRO LEASING INC	VOIDED ABSTRACT. LISTED AS PUBLIC SERVICE CO IN 2025.	$ 6,194.85		(2,011,315)	3107931	1/5/2026
	2025		2	QUADIENT INC FKA NEOPOST USA	VALUE ADJUSTED DUE TO CLERICAL ERROR.	$ 13.99		(4,996)	289837	1/5/2026
					TOTAL FEBRUARY RELEASES/REFUNDS	**$ 14,811.52**				

BUDGET AMENDMENT 2
Original Ordinance # 0-25-04
Amended on February 9, 2026
Ordinance # 0-26-02
REQUEST FOR BOARD ACTION
TOWN OF FLETCHER

MEETING DATE: February 9, 2026

SUBJECT: Budget Amendment 6

ATTACHMENTS: YES

SUMMARY OF REQUEST:

Per guidance issued by the UNC School of Government in late May 2025, the Town is now required to budget both the local sales and use tax expense and the corresponding revenue (reimbursement). While the Town has historically recorded these transactions through a receivable account in accordance with GAAP, this updated approach is necessary to ensure compliance with statutory requirements outlined in the Local Government Budget and Fiscal Control Act.

Due to the timing of this guidance and the adoption of the FY 25/26 budget ordinance, this requirement was not accounted for during the FY 25/26 budget process. As a result, a budget amendment is necessary to recognize both the expense and corresponding revenue. Moving forward, this requirement will be incorporated into the Town's annual budget development process.

TOWN MANAGER'S RECOMMENDATION:

It would be appropriate for the Board to approve the attached budget amendment to account for budgeting the sales and use tax expense and revenue.

BUDGET AMENDMENT # 2
FY 25/26 BUDGET ORDINANCE
Effective February 9, 2026

	Account #	Debit	Credit
General Fund			
Revenues			
Sales and Use Tax Revenue	10-3350-0025		55,000.00
Expenditures			
Sales and Use Tax Expense	10-4200-9325	55,000.00	

Approved this the 9th day of February 2026

_____
Mayor Preston Blakely

ATTEST:

_____
Christine Thompson MMC, NCCMC
Town Clerk

MEMORANDUM

TO: Mayor & Council

FROM:

COPY TO: Heather Taylor, Assistant Town Manager

DATE: 1/30/2026

SUBJECT: Notice to terminate expiring contract with Mills River Fire & Rescue - Mark Biberdorf, Town Manager

Background:
The attached memo describes the need to provide notice to Mills River Fire & Rescue to terminate an expiring contract.

Recommendation:
It is recommended that Town Council authorize staff to provide notice to terminate the contract with Mills River Fire & Rescue.

Attachments:
1. Memo to Council - Notice to terminate expiring fire contract with Mills River Fire .doc

MEMORANDUM

TO: Mayor and Town Council

FROM: Mark E. Biberdorf, Town Manager MEB

COPY TO: Heather Taylor, Assistant Town Manager

DATE: January 30, 2026

SUBJECT: Notice to Terminate Expiring Contract with Mills River Fire & Rescue

Due to a previous Town initiated annexation of property on the southwest side of Fletcher, the Town was required to continue fire protection services with the impacted fire district (Mills River Fire & Rescue). This was required by law to allow a transitionary period where the municipality can determine what fire services entity they would like to provide coverage there. That mandatory transitionary period has since lapsed and the contract with Mills River Fire & Rescue will expire on June 30, 2026.

It is recommended that Council authorize Town staff to provide notice to officially terminate its contract for fire protection services with Mills River Fire & Rescue effective June 30, 2026. Fire protection services for this one parcel of property will be turned over to Fletcher Fire & Rescue who are already providing these services throughout the rest of the Town. The one parcel in question is located at 1 Quality Way, which is owned by Quality Point, LLC.

If you should have any questions on this item prior to the meeting, please do not hesitate to let me know.

MEB/meb

MEMORANDUM

TO: Mayor & Council

FROM: Mark Biberdorf, Town Manager

COPY TO: Heather Taylor, Assistant Town Manager
Jabbo Pressley, Public Works Director

DATE: 2/6/2026

SUBJECT: Approval of an award in the amount of $250,846.10 to C & T Paving, LLC for a street resurfacing project.

Background:
Attached is a Recommendation of Award letter stating that C & T Paving, LLC was the apparent low bidder for our annual street resurfacing project. Also attached is a certified bid tabulation prepared by the Town's engineering firm. This project will cover the resurfacing of Meadow Pathway Drive and Meadow Walk Court in the Livingston Farms subdivision.

Recommendation:
Council approve an award of $250,846.10 to C & T Paving, LLC.

Attachments:
1. Recommendation of Award 02.06.26
2. CertBidTab

February 6, 2026

Mr. Mark Biberdorf, Town Manager
Town of Fletcher
300 Old Cane Creek Road
Fletcher, North Carolina 28732

RE: Recommendation of Award
2025 – 2026 Street Resurfacing Program
Town of Fletcher, North Carolina

Dear Mark:

On February 5, 2026, bids were opened and read aloud at Fletcher Town Hall for the above referenced project. Four (4) bids were received with the apparent low bid submitted by C &T Paving of Asheville, North Carolina with a total bid price of $250,846.10. A certified bid tabulation with the bid results is included as an enclosure to this letter.

C & T Paving holds a limited license with the North Carolina Licensing Board for General Contractors. C &T Paving appears to have the capability to complete the work required for the project.

McGill looks forward to teaming with the Town of Fletcher for the construction phase of this project. If you have any questions regarding the project, please do not hesitate to give me a call.

Sincerely,
MCGILL ASSOCIATES, P.A.

BEN CATHEY, PE
Practice Area Lead

Enclosures: Certified Bid Tabulation dated February 6, 2026

CERTIFIED BID TABULATION
2025-2026 STREET RESURFACING PROGRAM
TOWN OF FLETCHER

				C & T Paving, LLC Post Office Box 1439 Leicester, NC 28748		Trace and Company 163 Mountain Road Hendersonville, NC 28791		JLS Company, LLC Post Office Box 1265 Skyland, NC 28776		APAC - Atlantic, Inc. Post Office Box 6939 Asheville, NC 28816	
ITEM	**DESCRIPTION**	**QUANTITY**	**UNIT**	**UNIT PRICE**	**TOTAL**	**UNIT PRICE**	**TOTAL**	**UNIT PRICE**	**TOTAL**	**UNIT PRICE**	**TOTAL**
1	**Meadow Pathway Drive**										
2	Mobilization/General Requirements	1	LS	$2,500.00	$2,500.00	$9,449.00	$9,449.00	$7,300.00	$7,300.00	$11,500.00	$11,500.00
3	Milling (3.5")	1	LS	$32,000.00	$32,000.00	$36,300.00	$36,300.00	$51,968.00	$51,968.00	$51,350.00	$51,350.00
4	Fine Grading of Existing CABC and Preparation for Overlay	6,050	SY	$0.61	$3,690.50	$2.00	$12,100.00	$3.56	$21,538.00	$3.30	$19,965.00
5	Placement and Compaction of 1.5" CABC	520	TN	$46.32	$24,086.40	$41.00	$21,320.00	$48.72	$25,334.40	$72.65	$37,778.00
6	12" Undercut, Complete, Including Removal of Unsuitable Soil and Replacement with 12" CABC.	450	SY	$28.43	$12,793.50	$47.50	$21,375.00	$55.85	$25,132.50	$94.50	$42,525.00
7	Geogrid	450	SY	$3.00	$1,350.00	$7.00	$3,150.00	$6.10	$2,745.00	$8.10	$3,645.00
8	Asphalt Pavement Surface Course Type SF9.5B (2" depth) Per NCDOT "Superpave" Standards, Latest Edition	700	TN	$169.20	$118,440.00	$156.00	$109,200.00	$166.40	$116,480.00	$153.00	$107,100.00
	SUBTOTAL				**$194,860.40**		**$212,894.00**		**$250,497.90**		**$273,863.00**
9	**Meadow Walk Court**										
10	Mobilization/General Requirements	1	LS	$1,100.00	$1,100.00	$1,500.00	$1,500.00	$1,354.00	$1,354.00	$8,500.00	$8,500.00
11	Milling (3.5")	1	LS	$16,000.00	$16,000.00	$7,150.00	$7,150.00	$9,744.00	$9,744.00	$15,000.00	$15,000.00
12	Fine Grading of Existing CABC and Preparation for Overlay	1,100	SY	$3.36	$3,696.00	$2.00	$2,200.00	$3.56	$3,916.00	$3.60	$3,960.00
13	Placement and Compaction of 1.5" CABC	100	TN	$60.46	$6,046.00	$56.00	$5,600.00	$48.72	$4,872.00	$77.30	$7,730.00
14	12" Undercut, Complete, Including Removal of Unsuitable Soil and Replacement with 12" CABC.	80	SY	$32.90	$2,632.00	$73.00	$5,840.00	$55.85	$4,468.00	$109.00	$8,720.00
15	Geogrid	80	SY	$3.00	$240.00	$8.00	$640.00	$6.10	$488.00	$13.30	$1,064.00
16	Asphalt Pavement Surface Course Type SF9.5B (2" depth) Per NCDOT "Superpave" Standards, Latest Edition	130	TN	$202.09	$26,271.70	$161.00	$20,930.00	$166.40	$21,632.00	$183.00	$23,790.00
	SUBTOTAL				**$55,985.70**		**$43,860.00**		**$46,474.00**		**$68,764.00**
	TOTAL			*	**$250,846.10**		**$256,754.00**		**$296,971.90**		**$342,627.00**

* Corrected mathematical error on submitted Bid.

This is to certify that the bids tabulated herein were publicly opened and read aloud at **2:00 p.m.** on the **5th day of February 2026**, in the **Main Level Community Room of the Town Hall, Town of Fletcher, North Carolina** and that said bids were accompanied by acceptable certified checks or bidder's bonds in the amount of 5% of the bid.

NORTH CAROLINA PROFESSIONAL SEAL 034476 ENGINEER BENT. CATHEY

2/6/26

25.00153
Page 1 of 1

MEMORANDUM

TO:

FROM:

COPY TO:

DATE:

SUBJECT: Presentation of mid-year tax collector's report and permission to advertise delinquent taxes per NCGS 105-369 - Susan Heafner, Tax Collector.

Background:

Recommendation:

Attachments:
None

MEMORANDUM

TO: Mayor and Town Council

FROM: Tyler Morrow, Planning & Zoning Director

COPY TO: Robert Griffin, Fire Chief

DATE: 2/9/2026

SUBJECT: Town Code Text Amendment – Entry Gates (25-04-CTA) – Tyler Morrow, Planning & Zoning Director

Background:
The proposed amendment to the Town's Code is intended to establish clear standards for entry gates serving subdivisions and other communities, including multifamily and RV developments. This need was brought to staff's attention by Chief Robert Griffin, who noted that the Fletcher Fire Department has experienced challenges accessing gated developments.

Recommendation:
Suggested motions are included on the agenda cover sheet.

Attachments:
1. Agenda Item- Entry Gates (Public Hearing)
2. Staff Report-Entry Gates (Chapter 96)
3. Ordinance Language Changes- Chapter 96- Entry Gate
4. Entry Gate Diagram
5. Ordinance- Chapter 96 Entry Gates

TOWN OF FLETCHER
PLANNING DEPARTMENT
AGENDA ITEM COVER SHEET

Meeting Type: Town Council (Public Hearing)	Meeting Date: February 9th, 2026

Title of Item:
Town Code Text Amendment – Entry Gates (25-04-CTA) – *Tyler Morrow– Planning & Zoning Director*

SUGGESTED MOTION:

For Approval

I move Town Council **adopt** an ordinance amending the official Town of Fletcher Town Code, creating Chapter 96 "Entry Gates" based on the following:

1. The petition is found to be consistent with the Land Use Plan based on the information from the staff analysis and the public hearing, and because:

The petition aims to "develop a safe and efficient means of transportation that will provide ease of movement throughout the town."

2. We find this petition to be reasonable and in the public interest based on the information from the staff analysis and the public hearing, and because:

1. The proposed text amendment establishes clear, consistent standards for all gated developments, providing predictable expectations for both emergency services and developers.

For Denial

I move Town Council **deny** an ordinance amending the official Town of Fletcher Town Code, creating Chapter 96 "Entry Gates" based on the following:

1. The petition is found to be consistent with the Land Use Plan based on the information from the staff analysis and the public hearing, and because:

The petition aims to "develop a safe and efficient means of transportation that will provide ease of movement throughout the town."

2. However, we do not find this petition to be reasonable and in the public interest based on the information from the staff analysis and the public hearing, and because:

1. The proposed text amendment establishes an additional development requirement for both current and future developers

2. The proposed text amendment enhances safety assurances for individuals who live in or work within gated developments [Discuss and Vote]	[Discuss and Vote]

Attachments:	1. Staff Report 2. Proposed Text Changes 3. Entry Gate Diagram 4. Draft Ordinance

TOWN OF FLETCHER

PRESTON BLAKELY
MAYOR

MARK E. BIBERDORF
TOWN MANAGER

COUNCIL MEMBERS:
TREVOR LANCE
JIM PLAYER
KEITH REED
AMBER MCKINNEY

Town Code Text Amendment
Entry Gates (Chapter 96)
(25-04-CTA)

Planning Department Staff Report
Tyler Morrow, Planning and Zoning Director

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Amendment Summary

The proposed amendment to the Town's Code is intended to establish clear standards for entry gates serving subdivisions and other developments, including multifamily and RV developments. This need was brought to staff's attention by Chief Robert Griffin, who noted that the Fletcher Fire Department has experienced challenges accessing gated developments when gates lack a backup power source or a siren-activated opener. Regulations of this type are common in other jurisdictions. In fact, many of the proposed changes are based on Henderson County's existing entry gate standards. Chief Griffin emphasized the importance of aligning our ordinance with a code already used locally so that first responders including EMS personnel who work throughout the County operates under consistent, familiar requirements. The final version of the ordinance presented to you reflects the outcome of discussions among Planning and Zoning staff, Town Administration, the Fletcher Police Department, the Fletcher Fire Department and Town Council.

Because the Town Code and Land Development Code are largely silent on gate regulations, this ordinance establishes an entirely new regulatory framework. While all of the language is newly introduced, the following sections represent the key provisions that warrant the most attention and review. However, the ordinance revisions in their entirety are included in your packet.

- **§ 96-02. Design** – This section outlines the required design standards for new gates. All new gated entrances must provide sufficient space to allow at least three vehicles to queue between the gate and the public roadway, preventing traffic from backing up into public streets while drivers enter their access codes. The section also requires a designated turnaround area so that any vehicle denied access can safely exit back onto the public road without obstruction.

- **§ 96-06. Access for Emergency Vehicles** – This section authorizes the Fletcher Fire Department to approve or deny access-control devices proposed for gated communities. These devices must allow immediate, unobstructed entry for emergency responders. In most cases, the device would be siren-activated, however in certain circumstances codes can also be permitted. A demonstration video showing how siren-activated gate access systems operate can be found here.

- **§ 96-05. Retrofitting of Existing Gates** – This section requires existing gated communities to retrofit their access control device to meet the new standards within six months of the ordinance's adoption. To date, staff has identified four communities with existing gates. Chief Griffin and the Fire Department have already begun inspections and outreach with these communities to explain the proposed amendments and discuss their potential impacts. Additional details and photos of each community's gates are provided later in this report.
    - The Groves at Town Center
    - The Seasons at Cane Creek
    - The Village of Windstone
    - Rutledge Lake RV Park

Communities with Existing Gates

The Groves at Town Center

The Seasons at Cane Creek

Communities with Existing Gates

The Village at Windstone

Rutledge Lake RV Park

The Groves at Town Center

This site photo shows the gate in its current configuration. The existing layout provides more than the required three-car stacking capacity.

This photo shows the siren-activated access control device currently installed on the gate. This gate appears to be in compliance with the proposed access control device requirements.

Seasons at Cane Creek

This site photo shows the gate in its current configuration. The existing layout provides more than the required three-car stacking capacity.

This photo shows the siren-activated access control device currently installed on the gate. This gate appears to be in compliance with the proposed access control device requirements.

The Village at Windstone

This site photo shows the gate in its current configuration. The existing layout provides more than the required three-car stacking capacity.

This photo shows the sign indicating the siren-activated access control device currently used on the gate. This gate appears to be in compliance with the proposed access control device requirements.

Rutledge Lake RV Park

This site photo show the gate in its current configuration. The sites current layout allows for more than the minimum 3 car stack.

Based on the signage, the control device, and information provided by both the Police and Fire Departments, there does not appear to be a siren-activated access control device in use at this location. Chief Terry indicated that his officers are familiar with a manual override for the gate system.

Land Use Plan Consistency:

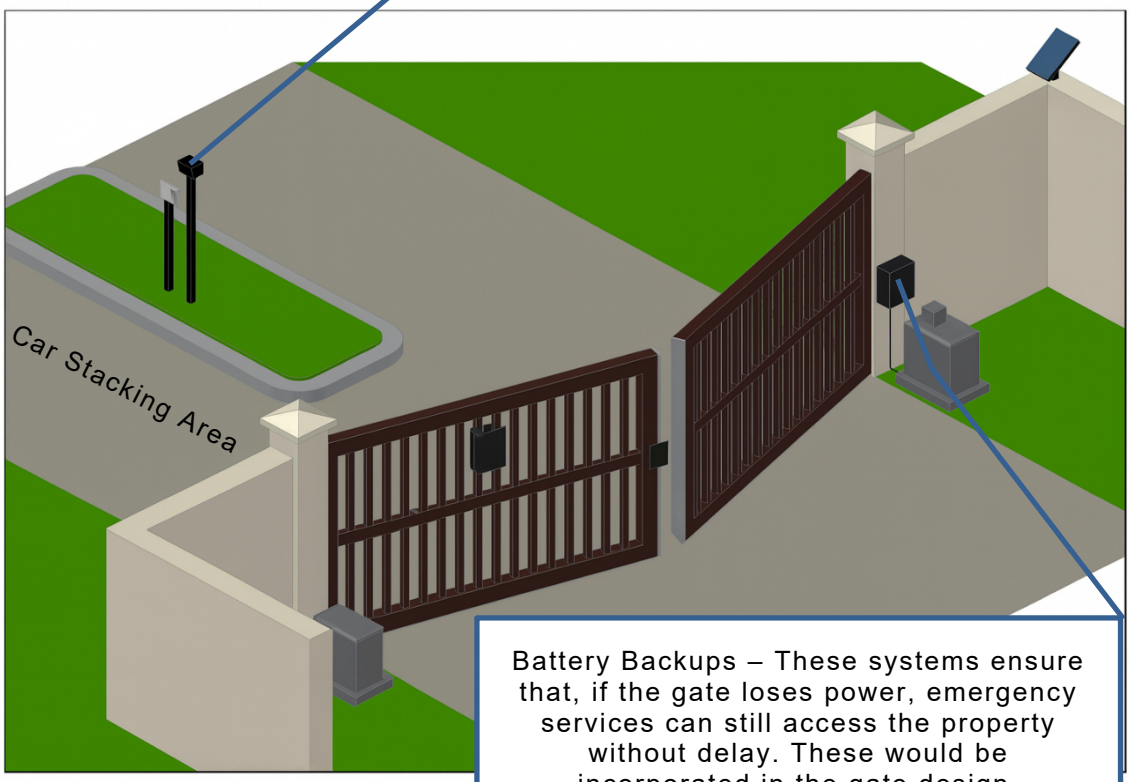
The proposed development is consistent with the Land Use Plan's 9th goal "To develop a safe and efficient means of transportation that will provide ease of movement throughout the town."

The proposed amendment will enable emergency service providers to access gated communities more safely and efficiently, improving response times and overall ease of movement within these areas.

Additional Information

Example Siren Activated Access Control Device.

According to online pricing, the ability to add a Siren Activated Access Control Device to a gate costs approximately $200 to $1,100 dollars.



Access Control Device - Equipment and/or machinery that opens and closes an entry gate.

Battery Backups – These systems ensure that, if the gate loses power, emergency services can still access the property without delay. These would be incorporated in the gate design.

Additions ~~Deletions~~

§ Chapter 96: Entry Gates

§ 96-01. Definitions

The following terms are defined for purposes of this Chapter:

1. Access Control Device - Equipment and/or machinery that opens and closes an entry gate.
2. Entry Gate - A movable partition for controlling access and egress.
3. Vehicle - Any motor vehicle which is allowed to use the public roadways in North Carolina but not including vehicles which include trailers or semi-trailers.
4. Emergency Vehicle – A publicly owned motor vehicle authorized to respond to calls for service and provide essential emergency services. Emergency vehicles include, but are not limited to, fire department vehicles, law enforcement vehicles, ambulances, emergency medical service (EMS) vehicles, rescue vehicles, and other vehicles officially designated by a government authority. An emergency vehicle may operate in emergency response, routine response, training, or standby capacities and may be equipped with audible and visual warning devices as permitted by law.

§ 96-02. Design

A. All subdivision or development entry gates constructed after the adoption of this ordinance shall be set back a sufficient distance from the public road or street to allow a minimum stacking capacity of three (3) vehicles outside of the public travel lanes.
B. All entry gates installed after the adoption of this ordinance shall provide an additional setback between the access-control device and the gate to allow any vehicle denied access to safely turn around and re-enter the public street without obstruction
C. The approach and departure areas on both sides of a gated entrance shall provide adequate setbacks and proper alignment to ensure free, unobstructed access for emergency vehicles through the entrance.

§ 96-03. Size of Entry Gate Area

Entry gates shall have sufficient minimum gate widths and openings to allow safe passage of all vehicles. Overhead barriers or obstructions shall provide a minimum 13 feet 6 inches of vertical clearance at their lowest point.

§ 96-04. Inspection and Approval of Plans

All plans for entry gates for which construction is not complete as of the adoption hereof shall be subject to inspection by the Fletcher Fire Department for compliance with the provisions. Once such plans are approved, the entry gate shall be constructed in compliance with such plans.

§ 96-05. Retrofitting of Existing Gates

All entry gates for which construction is complete as of the adoption hereof shall be retrofitted in such manner as to be in compliance with the Access Control Device requirements of this chapter within 6 months of the date of adoption hereof.

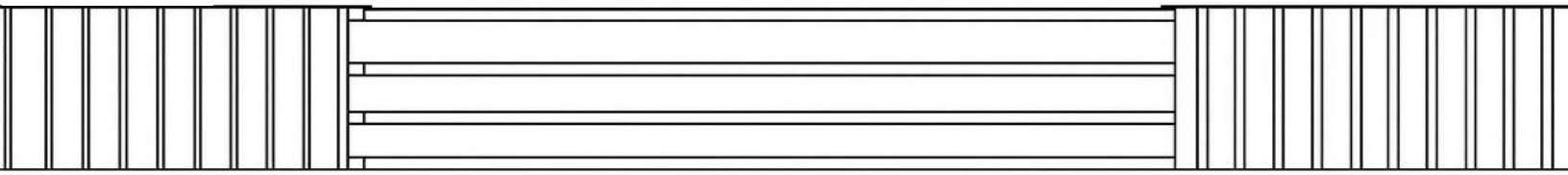
§ 96-06. Access for Emergency Vehicles

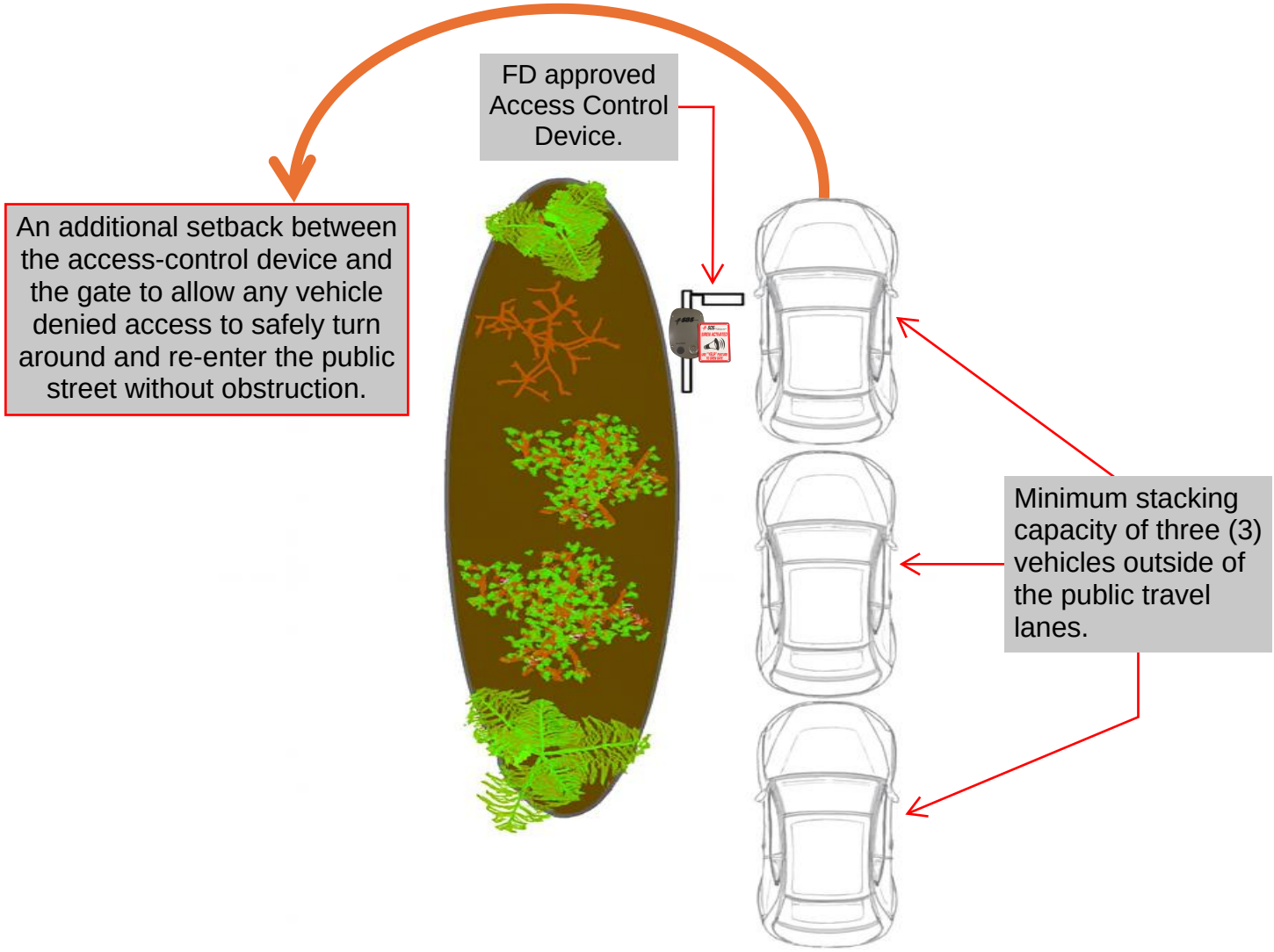
The developer and homeowners' association shall provide unfettered access to all private streets by emergency vehicles. Access procedures must ensure immediate access through the entry gates for all emergency vehicles responding to calls for service. This may be done by an access control device approved by the Fletcher Fire Department. The developer and homeowners' association shall provide and annually update documentation necessary to provide access to all emergency vehicles and that entry gates and access procedures meet all Town standards for access by emergency vehicles. If the homeowners' association fails to maintain reliable access for the provision of emergency services, the emergency services may enter the gated residential development and open, disable or remove any gate or device which is a barrier to access, at the sole expense of the homeowners' association. The declaration of covenants, conditions and restrictions and any other relevant documents of the homeowners' association shall include a statement to this effect.

§ 96-07. Access for Town and State Employees and Public Utility Companies

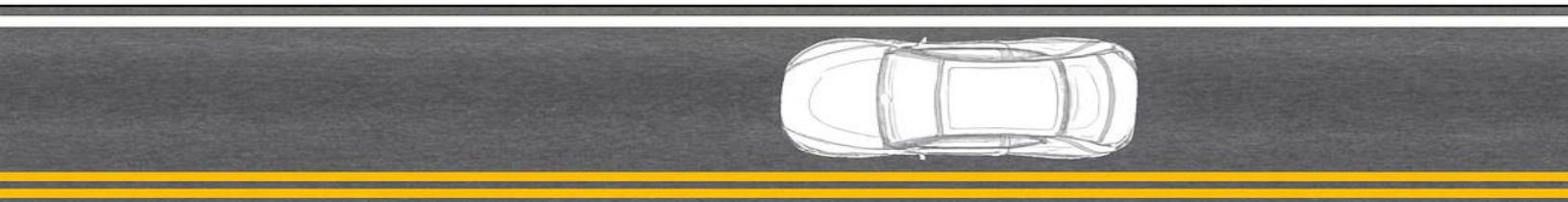
The developer and homeowners' association shall guarantee reasonable access to all private streets by Town of Fletcher, Emergency Services and State of North Carolina employees operating within the scope of their official duties, and to all public utility companies to the gated residential development to perform zoning inspections and other governmental regulatory activities, and to all public utility companies or to perform installation and maintenance activities of public utility infrastructure. A statement to this effect shall be filed with the Fletcher Fire Department and appear on the final plan or final plat of all new development.

§ 96-02. Design Diagram





The approach and departure areas on both sides of a gated entrance shall provide adequate setbacks and proper alignment to ensure free, unobstructed access for emergency vehicles through the entrance.



Ordinance #___-_____

AN ORDINANCE OF THE TOWN OF FLETCHER TOWN COUNCIL TO AMEND THE TOWN OF FLETCHER TOWN CODE, BY ADDING CHAPTER 96 ENTRY GATES TO CREATE ENTRY GATE STANDARDS FOR GATED SUBDIVISIONS AND DEVELOPMENTS IN THE TOWN OF FLETCHER.

WHEREAS, the proposed amendment is intended to establish minimum standards for all gated subdivisions and developments to ensure safer and more efficient access for residents and public safety personnel.; and

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Fletcher, North Carolina that Chapter 96 Entry Gates of the Town Code for the Town of Fletcher be amended as follows:

§ Chapter 96: Entry Gates

§ 96-01. Definitions

The following terms are defined for purposes of this Chapter:

1. Access Control Device - Equipment and/or machinery that opens and closes an entry gate.
2. Entry Gate - A movable partition for controlling access and egress.
3. Vehicle - Any motor vehicle which is allowed to use the public roadways in North Carolina but not including vehicles which include trailers or semi-trailers.
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Adopted by the Town Council of the Town of Fletcher, North Carolina on this 9th day of February 2026.

Attest: _____ Preston Blakely, Mayor

_____
Christine Thompson, Town Clerk

MEMORANDUM

TO: Mayor and Town Council

FROM: Mark Biberdorf, Town Manager

COPY TO: Assistant Town Manager Heather Taylor, Planning & Zoning Director Tyler Morrow

DATE: 1/28/2026

SUBJECT: Discussion on possible voluntary annexation of parcel # 10011304 into the Town of Fletcher to be leased for an additional ABC store within the city limits.

Background:
The Fletcher ABC Board is requesting voluntary annexation of parcel # 10011304 into the Town of Fletcher in order for them to lease the subject property to open an additional ABC store in Fletcher.

Recommendation:

Attachments:
1. ABC annex information

Christine Thompson

From:	Brandon Olsen <brandon@johnbrandonolsen.com>
Sent:	Tuesday, January 27, 2026 10:39 AM
To:	Mark Biberdorf
Cc:	fletcherabcstore@gmail.com; Brently Sproles; Preston Blakely; Amber McKinney; Keith Reed; Jim Player; Trevor Lance; Christine Thompson; john@spakerealestate.com
Subject:	Request for Adding Discussion Item to Upcoming Agenda Rd: Potential Annexation of Commercial Parcel Henderson County PIN: 9652315316
Attachments:	Mobile_Data_Query_Standard_942.pdf; Sales+Gap+Analysis+by+Store+Type+with+Total_37+Rockwood+Rd,+Fletcher,+NC+28732,+USA.pdf; Ingles Commercial Outparcel - ABC Board.png; Ingles Outparcel Property Summary.pdf

Good morning Mark,

Following from the Fletcher ABC Board update and request to council on June 2nd, 2025 regarding a potential expansion to a second store, we would like to request a follow-up discussion item on the February town council meeting agenda .

We have identified a commercial property adjoining the new Ingles development at the intersection of Butler Bridge Rd. and Asheville Hwy./Hendersonville Rd. The outparcel on the property has a 3600 sgft. space we are considering leasing. Because our statutory ability to operate requires our stores to be located within the local board jurisdiction (NCGS 18B-801 (b)), the parcel would need to be annexed by the Town of Fletcher for us to proceed.

Our management staff met with representatives from the ABC Commission yesterday and those representatives indicated that we need, at minimum, indication that the town would be willing to move forward with annexation of the property for our petition to the Commission to be considered. The property owner has indicated that they are willing to accept voluntary annexation to make the tenancy of a Fletcher ABC store possible. John Spake of Spake Real Estate has agreed to join us at any presentation to attest to his client's willingness to have the property annexed.

Following our June 2nd presentation to council we engaged Retail Strategies to conduct a market evaluation to determine the feasibility and possible impacts of opening a second store in Fletcher. Those results were favorable indicating "consistent unmet demand across all trade areas, indicating local spending exceeds what existing stores capture. This leakage becomes more pronounced as the trade area expands, confirming alcohol demand is regional rather than purely local. Even after accounting for nearby competitors, total demand materially outpaces supply, signaling capacity for additional sales or locations, not market saturation." Those reports have been attached to this email.

If you have any questions, please give me a call.

Thank you,

--

John Brandon Olsen

(828) 490-9152

www.johnbrandonolsen.com

Henderson County Property Record Card

Property Summary

Tax Year: 2026

REID	10011304	**PIN**	9652-31-5316	**Property Owner**	COMMERCE DRIVE HOLDINGS, LLC
Location Address	5628 ASHEVILLE HWY	**Property Description**	EASEMENT SURVEY LO:1 TR: PH: SE: BL: PL:2025-16637 UN:	**Owner's Mailing Address**	2913 US HIGHWAY 70 WEST BLACK MOUNTAIN NC 28711

Administrative Data	
Plat Book & Page	2025-16637
Old Map #	
Market Area	C106G
Township	NA
Planning Jurisdiction	COUNTY
City	
Fire District	FLETCHER
Spec District	
Land Class	COMMERCIAL
History REID 1	
History REID 2	
Acreage	0.96
Permit Date	
Permit #	

Transfer Information	
Deed Date	10/2/2023
Deed Book	004091
Deed Page	00478
Revenue Stamps	
Package Sale Date	
Package Sale Price	
Land Sale Date	
Land Sale Price	

Improvement Summary	
Total Buildings	1
Total Units	0
Total Living Area	0
Total Gross Leasable Area	9,856

Property Value	
Total Appraised Land Value	$334,500
Total Appraised Building Value	$386,400
Total Appraised Misc Improvements Value	$9,000
Total Cost Value	$729,900
Total Appraised Value - Valued By Cost	$729,900
Other Exemptions	
Exemption Desc	
Use Value Deferred	
Historic Value Deferred	
Total Deferred Value	
Total Taxable Value	$729,900

Building Summary

Card 1 5628 ASHEVILLE HWY

Building Details	
Bldg Name	Fletcher Commons
Primary Occupancy Type	SHOPPING CENTERS
Primary Occupancy	STRIP SHOPPING CTR
Primary Class	C
Primary Quality	GRADE C+
Year Built	2024
Effective Year	2025
Physical Depreciation (Rating)	AVERAGE
Physical Depreciation (% Bad)	1
Economic Depreciation (% Bad)	0
Functional Depreciation (% Bad)	0
Gross Leasable Area (SQFT)	9,856
Remodeled Year	0
Total Stories	1

Building Total & Improvement Details	
Total Adjusted Replacement Cost New	$390,298
Physical Depreciation (% Bad)	AVERAGE 1
Depreciated Value	$386,395
Economic Depreciation (% Bad)	0
Functional Depreciation (% Bad)	0
Total Depreciated Value	$386,395
Market Area Factor	1
Building Value	$386,400
Misc Improvements Value	$9,000
Total Improvement Value	$395,400
Assessed Land Value	$334,500
Assessed Total Value	$729,900

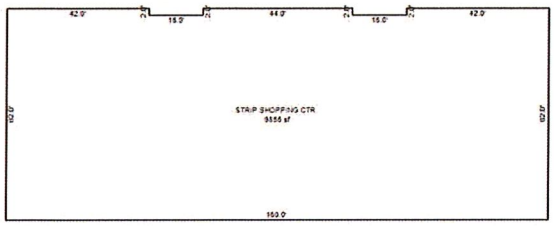
Section 1 Details	
Occupancy Type	SHOPPING CENTERS
Air Conditioning	100% CENTRAL A/C

Baths	ADEQUATE
Class	C
Depreciation	1%
Depreciation	AVERAGE
Heat	100% CENTRAL
Occupancy	STRIP SHOPPING CTR
Quality	GRADE C+
Units	8

Addition Summary

Story	Type	Code	Area

Building Sketch



Photograph

Misc Improvements Summary

Card #	Unit Quantity	Measure	Type	Base Price	Size Adj Factor	Eff Year	Phys Depr (% Bad)	Econ Depr (% Bad)	Funct Depr (% Bad)	Common Interest (% Good)	Value
1	5848	SIZE	ASPHALT PAVING UP TO 10000 SF	$1.55		2025	1	0	0		$9,000
Total Misc Improvements Value Assessed: $9,000											

Land Summary

Land Class: COMMERCIAL Deeded Acres: 0.96 Calculated Acres: 0.96

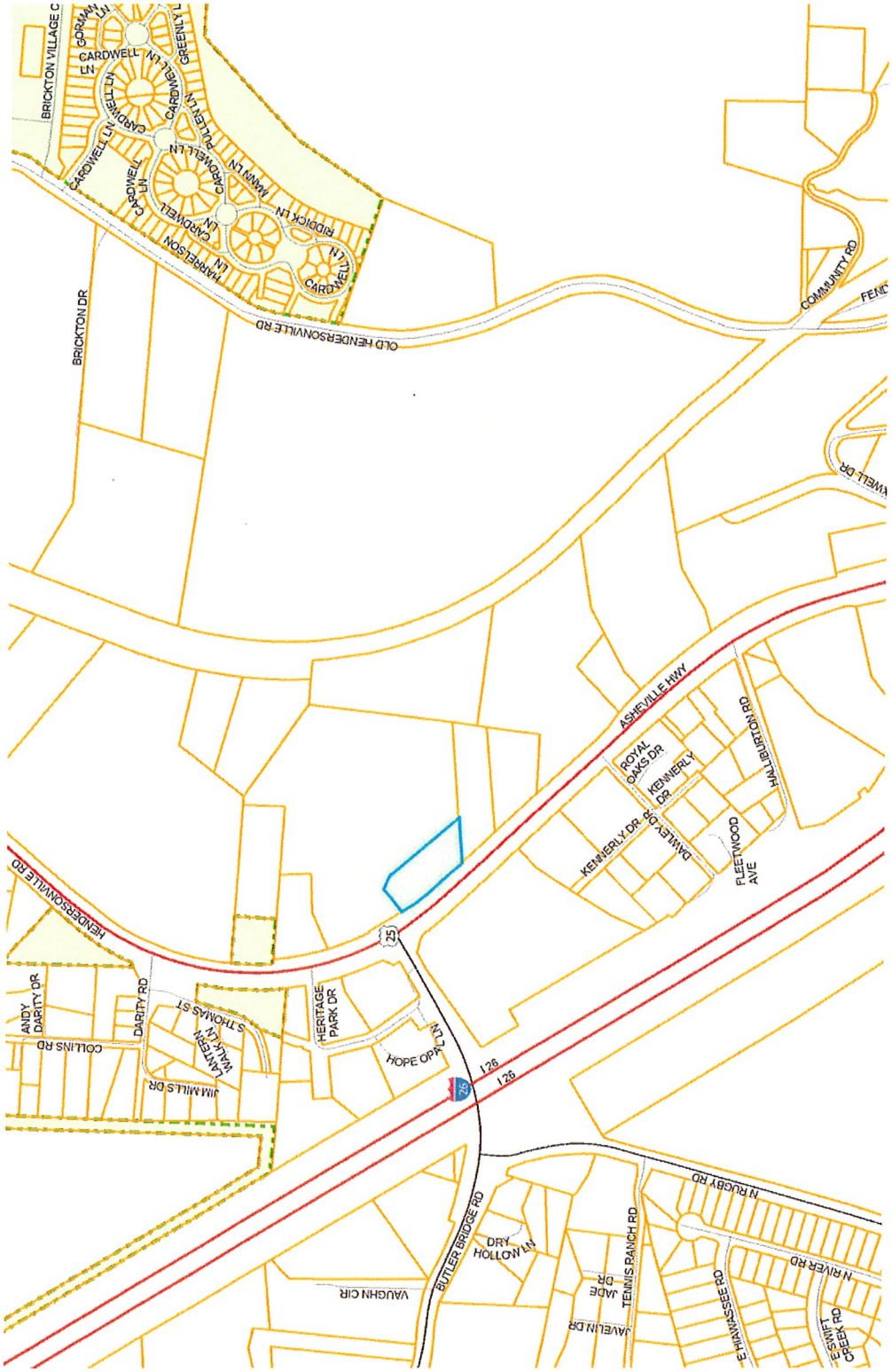
Zoning	Soil Class	Description	Size	Rate	Size Adj. Factor	Land Adjustment	Land Value
RC		COMMERCIAL PRIMARY	41817.60 SQUARE FOOT PRICED	$8			$334,500
Total Land Value Assessed: $334,500							

Ownership History

	Owner Name	Deed Type	% Ownership	Stamps	Sale Price	Book	Page	Deed Date
Current	COMMERCE DRIVE HOLDINGS, LLC	SWD	100	0		004091	00478	10/2/2023

Notes Summary

Building Card	Date	Line	Notes
No Data			


BRICKTON VILLAGE C
GORMAN LN
CARDWELL LN
GREENLY LN
CARDWELL LN
CARDWELL LN
CARDWELL LN
CARDWELL LN
CARDWELL LN
CARDWELL LN
PULLEY LN
MANN LN
HARRELSON LN
RIDDICK LN
BRICKTON DR
OLD HENDERSONVILLE RD
COMMUNITY RD
ASHEVILLE HWY
ROYAL OAKS DR
KENNERLY DR
HALLIBURTON RD
KENNERLY DR
DAWLEY DR
FLEETWOOD AVE
HENDERSONVILLE RD
25
ANDY DARITY DR
DARITY RD
COLLINS RD
S THOMAS ST
LANTERN WALK LN
JIM MILLS DR
HERITAGE PARK DR
HOPE OPAL LN
I-26
I-26
N RUGBY RD
BUTLER BRIDGE RD
DRY HOLLOW LN
TENNIS RANCH RD
JADE DR
JAVELIN DR
VAUGHN CIR
E HIAWASSEE RD
N RIVER RD
E SWIFT CREEK RD

Sales Gap Analysis by Store Type with Total

2024: Demand - Supply in annual dollars
Calculated using KLI Retrieval

Jan 9, 2026 Latitude: 35.442610 Longitude: -82.531858

	37 Rockwood Rd, Fletcher, NC 28732, USA	3 Mile Radius	5 Mile Radius	5 Minute Drive Time	10 Minute Drive Time
Total Unmet Demand (Demand - Supply)	Total Demand - Total	$613,127,515	$1,350,406,610	$157,074,921	$878,393,175
	Total Supply - Total	$716,066,173	$1,146,669,006	$302,853,360	$985,689,229
	Unmet Demand (Demand - Supply) - Total	($102,938,657)	$203,737,604	($145,778,439)	($107,296,053)
Motor Vehicle and Parts Dealers	Total Demand - Automobile dealers	$110,575,843	$245,556,811	$27,842,150	$159,149,628
	Total Supply - Automobile dealers	$113,960,861	$213,328,268	$53,843,788	$181,866,658
	Unmet Demand (Demand - Supply) - Automobile dealers	($3,385,018)	$32,228,543	($26,001,638)	($22,717,030)
	Total Demand - Other motor vehicle dealers	$6,519,661	$14,505,566	$1,647,834	$9,373,475
	Total Supply - Other motor vehicle dealers	$21,329,100	$27,873,542	$2,339,959	$25,472,162
	Unmet Demand (Demand - Supply) - Other motor vehicle dealers	($14,809,439)	($13,367,976)	($692,125)	($16,098,688)
	Total Demand - Automotive parts, accessories, & tire stores	$11,286,093	$24,829,098	$2,904,720	$16,157,986
	Total Supply - Automotive parts, accessories, & tire stores	$19,457,227	$27,216,376	$5,849,317	$24,168,400
	Unmet Demand (Demand - Supply) - Automotive parts, accessories, & tire stores	($8,171,134)	($2,387,278)	($2,944,598)	($8,010,415)
	Unmet Demand (Demand - Supply) - Motor Vehicle and Parts Dealers Total	($26,365,591)	$16,473,289	($29,638,361)	($46,826,132)
Furniture and Home Furnishings	Total Demand - Furniture stores	$7,868,022	$17,795,466	$1,920,935	$11,448,900
	Total Supply - Furniture stores	$22,618,018	$27,298,607	$11,394,451	$27,096,375
	Unmet Demand (Demand - Supply) - Furniture stores	($14,749,996)	($9,503,140)	($9,473,516)	($15,647,474)
	Total Demand - Home furnishings stores	$5,864,829	$13,054,629	$1,480,949	$8,433,771
	Total Supply - Home furnishings stores	$8,055,501	$12,299,526	$4,010,287	$10,656,609
	Unmet Demand (Demand - Supply) - Home furnishings stores	($2,190,672)	$755,103	($2,529,338)	($2,222,838)
	Unmet Demand (Demand - Supply) - Furniture and Home Total	($16,940,668)	($8,748,037)	($12,002,854)	($17,870,312)

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Demographic Source: Synergos Technologies, Inc

This report was produced using data from private and government sources deemed to be reliable and is herein provided without representation or warranty.

Sales Gap Analysis by Store Type with Total

2024: Demand - Supply in annual dollars
Calculated using KLI Retrieval

Jan 9, 2026 Latitude: 35.442610 Longitude: -82.531858

	37 Rockwood Rd, Fletcher, NC 28732, USA	3 Mile Radius	5 Mile Radius	5 Minute Drive Time	10 Minute Drive Time
Building Material, Garden, Supply Stores	Total Demand - Building material & supplies dealers	$36,111,300	$79,747,231	$9,238,166	$51,743,141
	Total Supply - Building material & supplies dealers	$89,188,334	$120,505,882	$40,747,642	$108,558,645
	Unmet Demand (Demand - Supply) - Building material & supplies dealers	($53,077,035)	($40,758,651)	($31,509,476)	($56,815,504)
	Total Demand - Lawn & garden equipment & supplies stores	$6,619,978	$14,677,967	$1,680,014	$9,501,762
	Total Supply - Lawn & garden equipment & supplies stores	$9,611,347	$26,417,547	$5,209,200	$14,011,055
	Unmet Demand (Demand - Supply) - Lawn & garden equipment & supplies stores	($2,991,369)	($11,739,581)	($3,529,186)	($4,509,293)
	Unmet Demand (Demand - Supply) - Building Material, Garden, Supply Stores Total	($56,068,403)	($52,498,232)	($35,038,662)	($61,324,797)
Food and Beverage Stores	Total Demand - Grocery stores	$81,112,811	$178,321,615	$20,954,440	$115,906,703
	Total Supply - Grocery stores	$65,092,289	$82,591,323	$16,541,007	$79,833,726
	Unmet Demand (Demand - Supply) - Grocery stores	$16,020,522	$95,730,292	$4,413,433	$36,072,977
	Total Demand - Specialty food stores	$1,420,589	$3,118,738	$368,396	$2,027,609
	Total Supply - Specialty food stores	$1,070,140	$1,761,114	$381,821	$1,527,868
	Unmet Demand (Demand - Supply) - Specialty food stores	$350,450	$1,357,624	($13,425)	$499,740
	Total Demand - Beer, wine, & liquor stores	$3,934,556	$8,588,426	$1,024,049	$5,609,548
	Total Supply - Beer, wine, & liquor stores	$16,159,737	$20,293,824	$7,962,749	$18,273,602
	Unmet Demand (Demand - Supply) - Beer, wine, & liquor stores	($12,225,181)	($11,705,397)	($6,938,701)	($12,664,054)
	Unmet Demand (Demand - Supply) - Food and Beverage Stores Total	$4,145,791	$85,382,519	($2,538,692)	$23,908,663
Health	Total Demand - Health & personal care stores	$34,272,363	$75,665,880	$8,800,866	$49,101,080
	Total Supply - Health & personal care stores	$40,443,033	$63,260,528	$12,336,578	$49,917,050
	Unmet Demand (Demand - Supply) - Health & personal care stores	($6,170,670)	$12,405,352	($3,535,713)	($815,970)
Gasoline	Total Demand - Gasoline stations	$53,971,306	$118,037,716	$13,923,110	$77,112,300
	Total Supply - Gasoline stations	$72,311,291	$115,177,435	$45,247,268	$98,828,229
	Unmet Demand (Demand - Supply) - Gasoline stations	($18,339,985)	$2,860,282	($31,324,158)	($21,715,929)

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Sales Gap Analysis by Store Type with Total

2024: Demand - Supply in annual dollars
Calculated using KLI Retrieval

Jan 9, 2026 Latitude: 35.442610 Longitude: -82.531858

	37 Rockwood Rd, Fletcher, NC 28732, USA	3 Mile Radius	5 Mile Radius	5 Minute Drive Time	10 Minute Drive Time
Clothing and Accessories	Total Demand - Department stores	$11,521,819	$25,592,083	$2,921,257	$16,567,914
	Total Supply - Department stores	$8,648,107	$12,919,975	$5,960,376	$9,346,529
	Unmet Demand (Demand - Supply) - Department stores	$2,873,712	$12,672,108	($3,039,119)	$7,221,385
	Total Demand - Other general merchandise stores	$68,570,137	$151,629,480	$17,524,523	$98,300,200
	Total Supply - Other general merchandise stores	$88,609,887	$130,475,386	$27,366,082	$109,991,797
	Unmet Demand (Demand - Supply) - Other general merchandise stores	($20,039,750)	$21,154,094	($9,841,560)	($11,691,597)
	Total Demand - Clothing stores	$13,751,889	$30,518,997	$3,494,223	$19,773,943
	Total Supply - Clothing stores	$10,354,042	$19,854,679	$2,609,453	$16,359,789
	Unmet Demand (Demand - Supply) - Clothing stores	$3,397,847	$10,664,318	$884,770	$3,414,154
	Total Demand - Shoe stores	$3,646,368	$8,033,488	$932,349	$5,235,202
	Total Supply - Shoe stores	$4,827,346	$8,213,712	$3,687,212	$7,793,988
	Unmet Demand (Demand - Supply) - Shoe stores	($1,180,978)	($180,224)	($2,754,863)	($2,558,786)
	Total Demand - Jewelry, luggage, & leather goods stores	$2,382,628	$5,331,314	$592,990	$3,445,754
	Total Supply - Jewelry, luggage, & leather goods stores	$3,493,853	$6,534,971	$536,072	$5,145,765
	Unmet Demand (Demand - Supply) - Jewelry, luggage, & leather goods stores	($1,111,225)	($1,203,657)	$56,918	($1,700,011)
	Unmet Demand (Demand - Supply) - Clothing and Accessories Total	($16,060,394)	$43,106,639	($14,693,854)	($5,314,854)
Specialty Retail	Total Demand - Electronics & appliance stores	$8,570,879	$17,583,012	$2,394,573	$11,969,407
	Total Supply - Electronics & appliance stores	$12,412,612	$17,174,517	$4,392,134	$14,027,044
	Unmet Demand (Demand - Supply) - Electronics & appliance stores	($3,841,734)	$408,495	($1,997,561)	($2,057,637)
	Total Demand - Sporting goods, hobby, & musical instrument stores	$7,942,975	$17,684,618	$2,001,596	$11,440,481
	Total Supply - Sporting goods, hobby, & musical instrument stores	$9,783,996	$15,864,613	$4,148,852	$14,011,015
	Unmet Demand (Demand - Supply) - Sporting goods, hobby, & musical instrument stores	($1,841,022)	$1,820,006	($2,147,256)	($2,570,534)
	Total Demand - Book, periodical, & music stores	$1,088,261	$2,410,391	$278,355	$1,561,508
	Total Supply - Book, periodical, & music stores	$222,349	$1,692,254	0	$1,671,459
	Unmet Demand (Demand - Supply) - Book, periodical, & music stores	$865,911	$718,136	$278,355	($109,952)
	Total Demand - Florists and miscellaneous store retailers	$763,676	$1,691,379	$194,281	$1,096,017
	Total Supply - Florists and miscellaneous store retailers	$940,795	$1,619,961	$31,410	$1,511,500
	Unmet Demand (Demand - Supply) - Florists and miscellaneous store retailers	($177,119)	$71,418	$162,872	($415,483)
	Total Demand - Office supplies, stationery, & gift stores	$2,387,855	$5,295,124	$606,373	$3,428,793
	Total Supply - Office supplies, stationery, & gift stores	$2,852,048	$3,074,227	$1,258,688	$2,695,118
	Unmet Demand (Demand - Supply) - Office supplies, stationery, & gift stores	($464,193)	$2,220,897	($652,315)	$733,675

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Sales Gap Analysis by Store Type with Total

2024: Demand - Supply in annual dollars
Calculated using KLI Retrieval

Jan 9, 2026 Latitude: 35.442610 Longitude: -82.531858

	37 Rockwood Rd, Fletcher, NC 28732, USA	3 Mile Radius	5 Mile Radius	5 Minute Drive Time	10 Minute Drive Time
Specialty Retail	Total Demand - Electronic shopping & mail-order houses	$31,093,975	$68,658,209	$7,949,376	$44,578,265
	Total Supply - Electronic shopping & mail-order houses	$37,714,256	$78,881,129	$18,281,181	$74,837,695
	Unmet Demand (Demand - Supply) - Electronic shopping & mail-order houses	($6,620,281)	($10,222,920)	($10,331,805)	($30,259,430)
	Total Demand - Used merchandise stores	$1,971,077	$4,385,479	$498,166	$2,833,927
	Total Supply - Used merchandise stores	$1,231,980	$2,177,379	$424,291	$2,076,395
	Unmet Demand (Demand - Supply) - Used merchandise stores	$739,097	$2,208,100	$73,874	$757,532
	Unmet Demand (Demand - Supply) - Specialty Retail Total	($11,339,339)	($2,775,868)	($14,613,837)	($33,921,829)
Restaurants & Bars	Total Demand - Full-service restaurants	$36,784,271	$80,084,801	$9,551,212	$52,499,875
	Total Supply - Full-service restaurants	$17,007,864	$38,004,551	$8,858,899	$29,045,053
	Unmet Demand (Demand - Supply) - Full-service restaurants	$19,776,408	$42,080,249	$692,313	$23,454,822
	Total Demand - Limited-service eating places	$41,095,833	$90,782,482	$10,450,610	$58,994,899
	Total Supply - Limited-service eating places	$20,357,684	$41,646,761	$10,394,559	$32,605,178
	Unmet Demand (Demand - Supply) - Limited-service eating places	$20,738,149	$49,135,721	$56,051	$26,389,721
	Total Demand - Special food services	$6,007,061	$13,361,015	$1,518,654	$8,635,936
	Total Supply - Special food services	$2,937,461	$6,162,233	$1,416,285	$4,812,922
	Unmet Demand (Demand - Supply) - Special food services	$3,069,600	$7,198,782	$102,369	$3,823,014
	Total Demand - Bars/Drinking places (alcoholic beverages)	$4,520,838	$8,013,455	$1,473,134	$5,989,745
	Total Supply - Bars/Drinking places (alcoholic beverages)	$913,506	$1,361,342	$709,444	$1,105,871
	Unmet Demand (Demand - Supply) - Bars/Drinking places (alcoholic beverages)	$3,607,332	$6,652,113	$763,690	$4,883,874
	Unmet Demand (Demand - Supply) - Restaurants & Bars Total	$47,191,488	$105,066,866	$1,614,423	$58,551,431
Miscellaneous	Total Demand - Other miscellaneous store retailers	$8,492,873	$18,845,770	$2,151,556	$12,199,277
	Total Supply - Other miscellaneous store retailers	$11,167,098	$16,913,665	$5,000,433	$13,575,186
	Unmet Demand (Demand - Supply) - Other miscellaneous store retailers	($2,674,225)	$1,932,106	($2,848,877)	($1,375,909)
	Total Demand - Direct selling establishments	$2,977,748	$6,606,368	$756,065	$4,276,130
	Total Supply - Direct selling establishments	$3,294,410	$6,073,680	$1,913,919	$4,866,545
	Unmet Demand (Demand - Supply) - Direct selling establishments	($316,662)	$532,688	($1,157,854)	($590,415)
	Unmet Demand (Demand - Supply) - Miscellaneous Total	($2,990,887)	$2,464,794	($4,006,731)	($1,966,323)

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Demographic Source: Synergos Technologies, Inc

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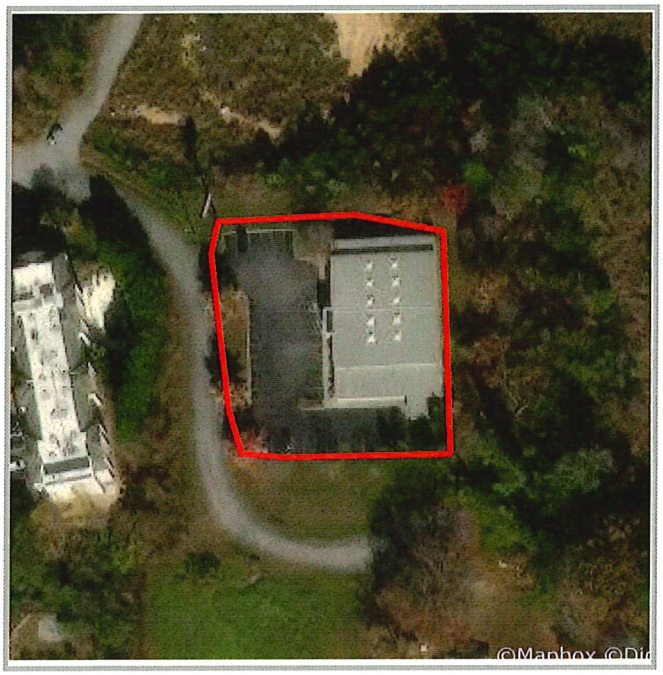
Fletcher NC ABC Store 1 Year

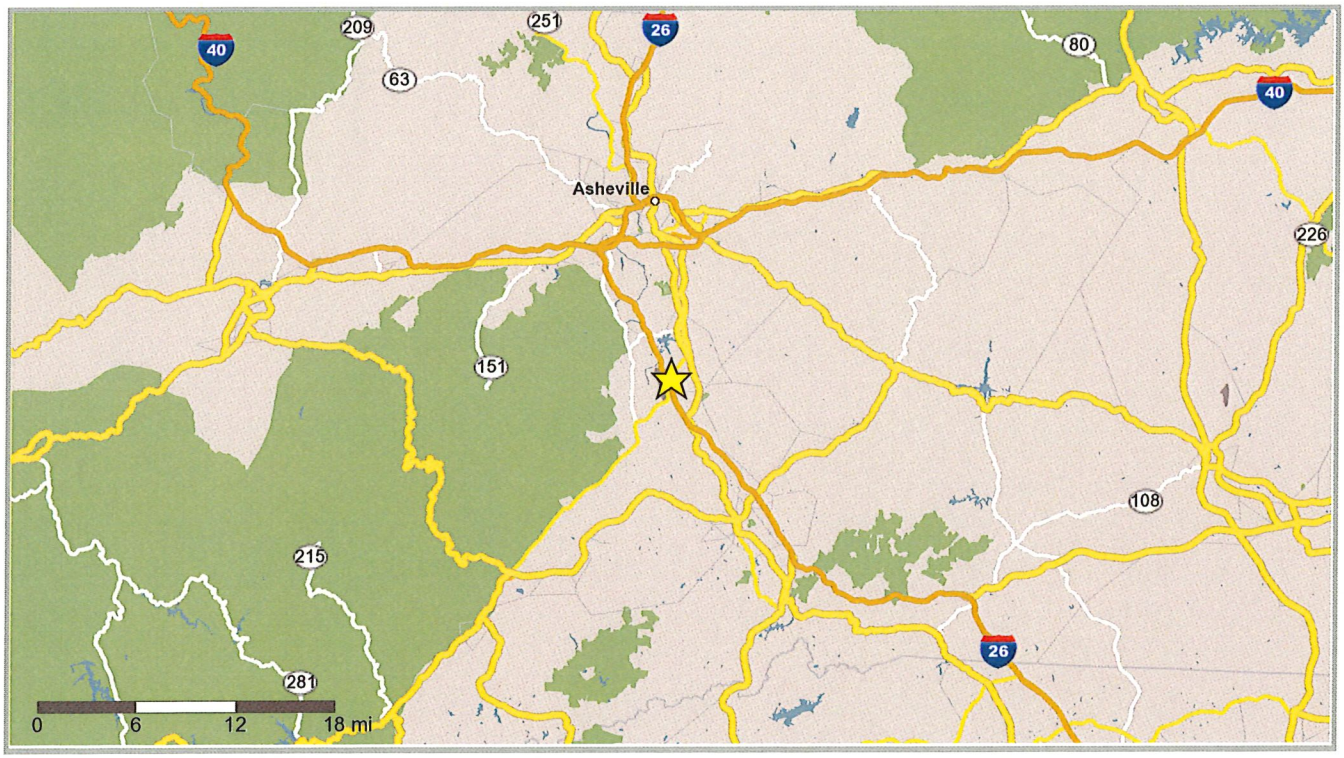
35.442513, -82.531973
28704 Arden, North Carolina
Greenville-Spartanburg SC-Asheville NC-Anderson SC DMA
Asheville, NC Metro CBSA

Area = 35,695 square feet
Date Range = 2025-01-01 to 2026-01-01
Days Studied = Mon,Tue,Wed,Thu,Fri,Sat,Sun
Time Range = 00:00:00 to 23:59:00 (D)

Study Area:

Up to 1,000 device pings will be shown on the map (selected at random).





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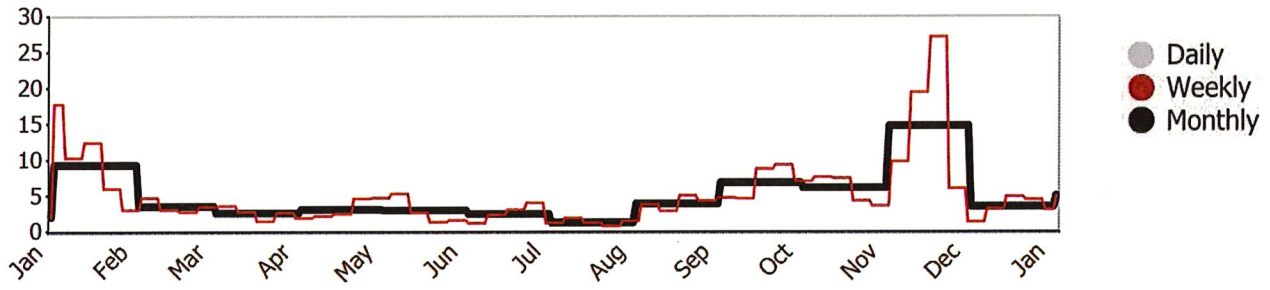
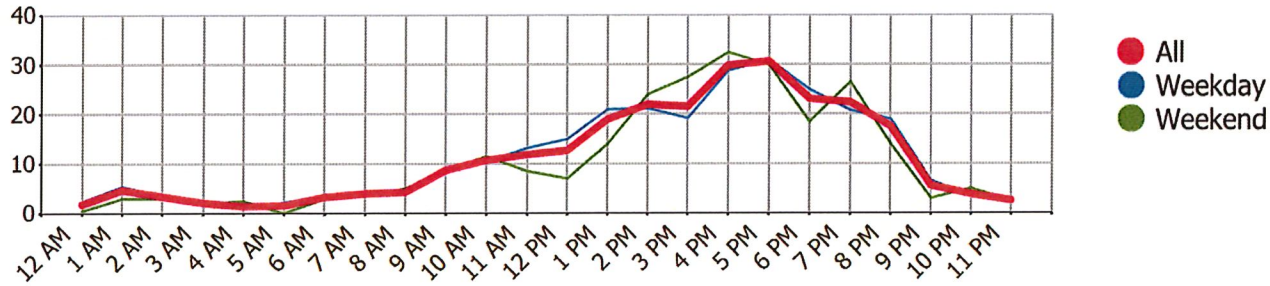
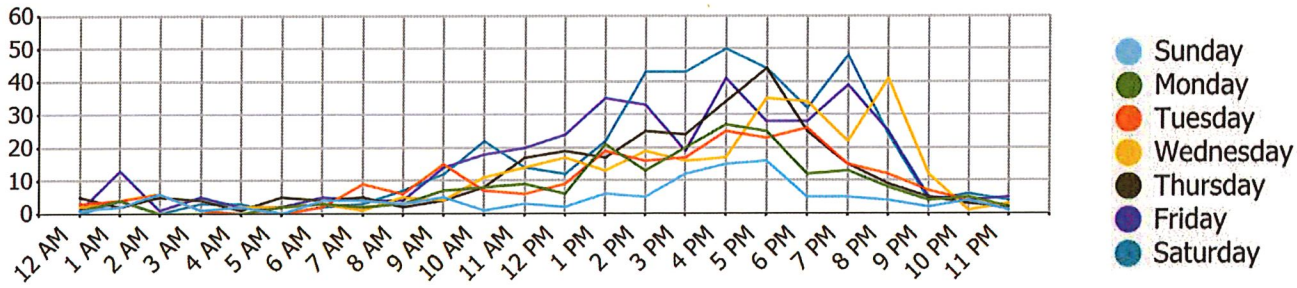
Boundary Activity Summary:

During the study period, 1,273 unique devices were observed in the study area, comprising 1,826 unique visits.
The data presented in the charts below have had corrective adjustments applied to normalize for growth in total device counts.







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Boundary Activity Summary:

During the study period, 1,273 unique devices were observed in the study area, comprising 1,826 unique visits. *The data presented in the charts below represent the start time of each unique visit, regardless of duration. User settings for days of week and times of day in study range will affect results.*

Visit Start Time	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
12:00 AM	0.05%	0.16%	0.11%	0.27%	0.05%		0.05%	**0.71%**
1:00 AM	0.22%	0.16%	0.22%	0.11%	0.71%	0.22%	0.11%	**1.75%**
2:00 AM		0.16%	0.33%	0.27%			0.33%	**1.10%**
3:00 AM		0.05%	0.05%	0.22%	0.27%	0.16%	0.05%	**0.82%**
4:00 AM			0.11%	0.05%	0.11%	0.16%	0.11%	**0.55%**
5:00 AM	0.11%		0.05%	0.27%	0.11%			**0.55%**
6:00 AM	0.16%	0.11%	0.16%	0.22%	0.27%	0.11%	0.22%	**1.26%**
7:00 AM	0.05%	0.49%	0.05%	0.27%	0.16%	0.16%	0.22%	**1.42%**
8:00 AM	0.16%	0.27%	0.27%	0.11%	0.16%	0.38%	0.16%	**1.53%**
9:00 AM	0.38%	0.82%	0.16%	0.22%	0.77%	0.66%	0.27%	**3.29%**
10:00 AM	0.44%	0.38%	0.55%	0.44%	0.99%	1.20%	0.05%	**4.05%**
11:00 AM	0.49%	0.33%	0.77%	0.93%	1.10%	0.77%	0.16%	**4.55%**
12:00 PM	0.33%	0.44%	0.93%	1.04%	1.26%	0.66%	0.11%	**4.76%**
1:00 PM	1.10%	1.04%	0.71%	0.93%	1.92%	1.20%	0.33%	**7.23%**
2:00 PM	0.66%	0.88%	0.99%	1.31%	1.75%	2.30%	0.27%	**8.16%**
3:00 PM	1.10%	0.88%	0.88%	1.31%	0.99%	2.30%	0.66%	**8.11%**
4:00 PM	1.42%	1.31%	0.93%	1.86%	2.25%	2.68%	0.82%	**11.28%**
5:00 PM	1.37%	1.20%	1.86%	2.35%	1.53%	2.30%	0.77%	**11.39%**
6:00 PM	0.66%	1.31%	1.86%	1.31%	1.37%	1.75%	0.27%	**8.54%**
7:00 PM	0.71%	0.82%	1.20%	0.82%	2.08%	2.63%	0.22%	**8.49%**
8:00 PM	0.44%	0.55%	2.19%	0.49%	1.31%	1.26%	0.22%	**6.46%**
9:00 PM	0.22%	0.33%	0.60%	0.27%	0.27%	0.16%	0.11%	**1.97%**
10:00 PM	0.16%	0.16%		0.16%	0.22%	0.33%	0.22%	**1.26%**
11:00 PM	0.05%	0.05%	0.16%	0.11%	0.16%	0.16%	0.05%	**0.77%**
Total	**10.30%**	**11.94%**	**15.17%**	**15.39%**	**19.82%**	**21.58%**	**5.81%**	**100.00%**

Visit Start Time	Weekday	Weekend	Total
6:00 AM - 10:59 AM	8.11%	3.45%	**11.56%**
11:00 AM - 1:59 PM	13.31%	3.23%	**16.54%**
2:00 PM - 4:59 PM	18.51%	9.04%	**27.55%**
5:00 PM - 7:59 PM	20.48%	7.94%	**28.42%**
8:00 PM - 11:59 PM	7.94%	2.52%	**10.46%**
12:00 AM - 5:59 AM	4.27%	1.20%	**5.48%**
Total	**72.62%**	**27.38%**	**100.00%**

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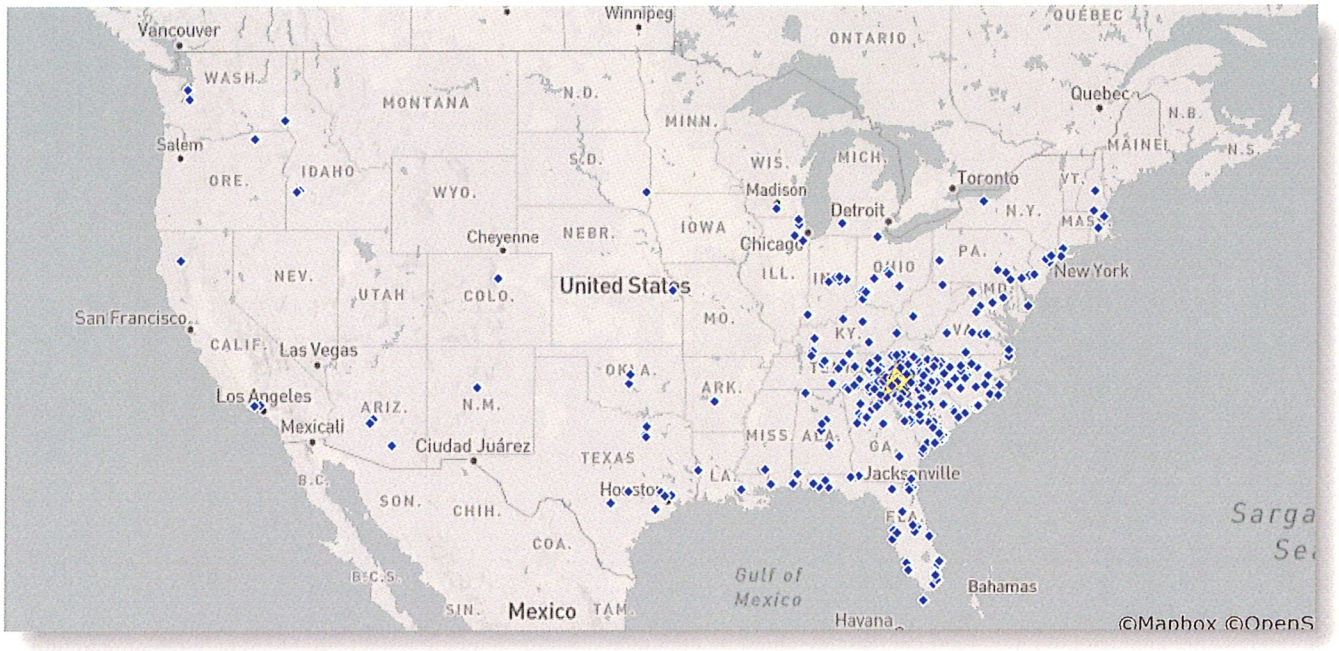
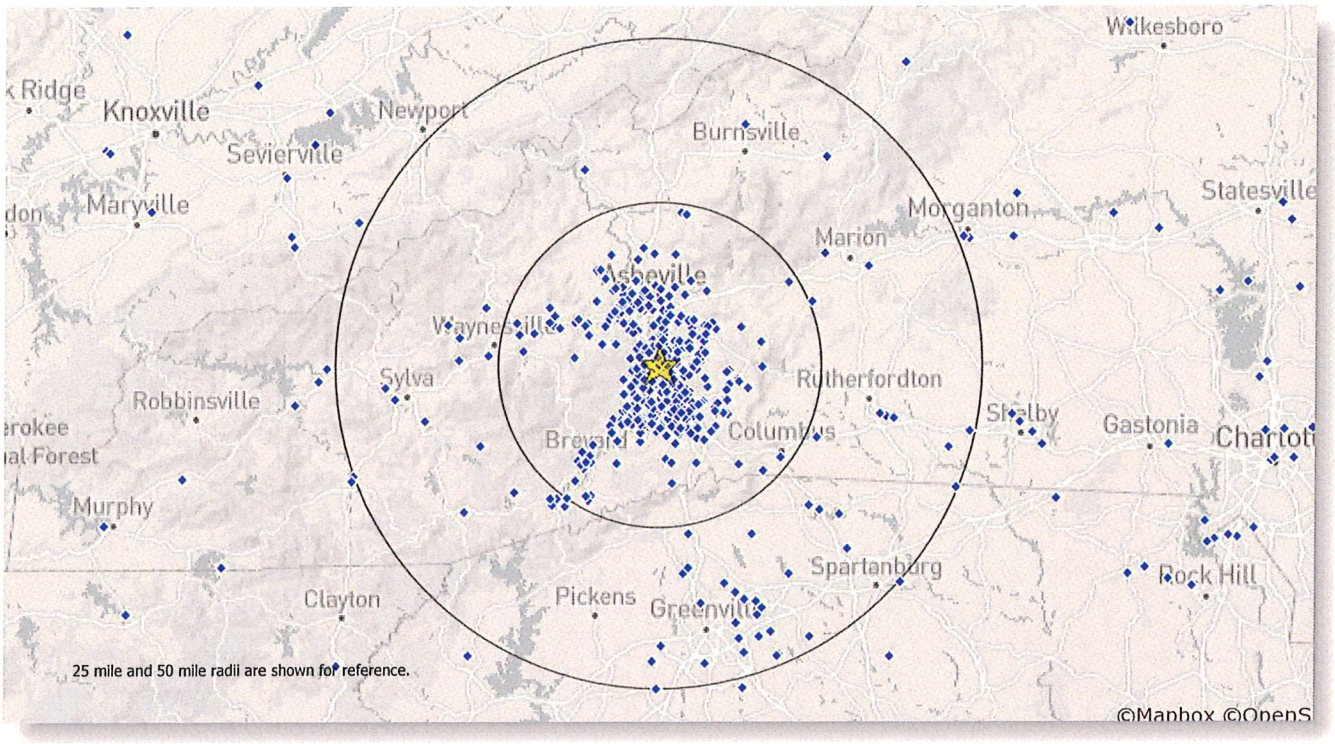
Device Home Analysis - Device Night Locations:

Device residences are shown across the country and within a large area (25 and 50 miles).





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Device Home Analysis - Home Market:

The top 45 markets with at least 0.1% of devices are shown.

DMA	% of Devices
Greenville-Spartanburg SC-Asheville NC-Anderson SC	72.3%
Charlotte NC	4.4%
Atlanta GA	1.6%
Raleigh-Durham (Fayetteville) NC	1.6%
Greensboro-High Point-Winston Salem NC	1.5%
Columbia SC	1.2%
Knoxville TN	1.1%
Charleston SC	0.7%
Chattanooga TN	0.7%
Myrtle Beach-Florence SC	0.7%
Nashville TN	0.7%
Jacksonville FL	0.6%
Miami-Ft. Lauderdale FL	0.6%
Mobile AL-Pensacola (Ft. Walton Beach) FL	0.6%
Tri-Cities TN-VA	0.6%
Cincinnati OH	0.5%
Greenville-New Bern-Washington NC	0.5%
Orlando-Daytona Beach-Melbourne FL	0.5%
Augusta GA	0.4%
Houston TX	0.4%
Indianapolis IN	0.4%
New York NY	0.4%
Washington DC (Hagerstown MD)	0.4%
Wilmington NC	0.4%
Chicago IL	0.3%
Savannah GA	0.3%
West Palm Beach-Fort Pierce FL	0.3%
Birmingham (Anniston & Tuscaloosa) AL	0.3%
Boston MA (Manchester NH)	0.3%
Columbus OH	0.3%
Dallas-Ft.Worth TX	0.3%
Harrisburg-Lancaster-Lebanon-York PA	0.3%
Philadelphia PA	0.3%
Richmond-Petersburg VA	0.3%
Tampa-St.Petersburg (Sarasota) FL	0.3%
Boise ID	0.2%
Charleston-Huntington WV	0.2%
Evansville IN	0.2%
Ft. Myers-Naples FL	0.2%
Lexington KY	0.2%
Los Angeles CA	0.2%
Norfolk-Portsmouth-Newport News VA	0.2%
Oklahoma City OK	0.2%
Panama City FL	0.2%
Phoenix (Prescott) AZ	0.2%

State	% of Devices
North Carolina	77.0%
South Carolina	6.9%
Florida	2.8%
Tennessee	2.7%
Georgia	2.2%
Texas	0.9%
Virginia	0.9%
Ohio	0.8%
Alabama	0.6%
Kentucky	0.6%
Indiana	0.5%
Pennsylvania	0.5%
Illinois	0.3%
New York	0.3%
Arizona	0.3%
California	0.3%
Washington	0.3%
Idaho	0.2%
Massachusetts	0.2%
Mississippi	0.2%
New Hampshire	0.2%
New Jersey	0.2%
Oklahoma	0.2%
West Virginia	0.2%

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Device Home Analysis - Home ZIP/City:

The top 45 ZIP codes and cities with at least 0.1% of devices are shown.

ZIP	% of Devices
28704 Arden	13.3%
28732 Fletcher	12.9%
28759 Mills River	8.0%
28792 Hendersonville	4.8%
28791 Hendersonville	3.6%
28803 Asheville	3.6%
28739 Hendersonville	3.1%
28806 Asheville	3.0%
28742 Horse Shoe	2.8%
28712 Brevard	1.8%
28730 Fairview	1.5%
28805 Asheville	1.5%
28715 Candler	1.0%
28729 Etowah	1.0%
28768 Pisgah Forest	0.8%
28716 Canton	0.5%
28748 Leicester	0.5%
28801 Asheville	0.5%
28786 Waynesville	0.4%
28025 Concord	0.3%
28790 Zirconia	0.3%
28804 Asheville	0.3%
29708 Fort Mill	0.3%
28043 Forest City	0.3%
28150 Shelby	0.3%
28713 Bryson City	0.3%
28731 Flat Rock	0.3%
28782 Tryon	0.3%
28787 Weaverville	0.3%
29016 Blythewood	0.3%
29650 Greer	0.3%
29687 Taylors	0.3%
29690 Travelers Rest	0.3%
37738 Gatlinburg	0.3%
27006 Advance	0.2%
27330 Sanford	0.2%
27587 Wake Forest	0.2%
28078 Huntersville	0.2%
28152 Shelby	0.2%
28202 Charlotte	0.2%
28411 Wilmington	0.2%
28621 Elkin	0.2%
28625 Statesville	0.2%
28655 Morganton	0.2%
28698 Zionville	0.2%

City	% of Devices
Arden, NC	13.3%
Fletcher, NC	12.9%
Hendersonville, NC	11.5%
Asheville, NC	8.9%
Mills River, NC	8.0%
Horse Shoe, NC	2.8%
Brevard, NC	1.8%
Fairview, NC	1.5%
Candler, NC	1.0%
Etowah, NC	1.0%
Pisgah Forest, NC	0.8%
Charlotte, NC	0.7%
Canton, NC	0.5%
Greenville, SC	0.5%
Leicester, NC	0.5%
Waynesville, NC	0.5%
Fort Mill, SC	0.4%
Greer, SC	0.4%
Shelby, NC	0.4%
Concord, NC	0.3%
Jacksonville, FL	0.3%
Wilmington, NC	0.3%
Zirconia, NC	0.3%
Aiken, SC	0.3%
Atlanta, GA	0.3%
Blythewood, SC	0.3%
Bryson City, NC	0.3%
Fayetteville, NC	0.3%
Flat Rock, NC	0.3%
Forest City, NC	0.3%
Gatlinburg, TN	0.3%
Simpsonville, SC	0.3%
Taylors, SC	0.3%
Travelers Rest, SC	0.3%
Tryon, NC	0.3%
Weaverville, NC	0.3%
Advance, NC	0.2%
Alexandria, VA	0.2%
Apex, NC	0.2%
Augusta, GA	0.2%
Barnardsville, NC	0.2%
Camden, SC	0.2%
Charleston, SC	0.2%
Chattanooga, TN	0.2%
Cleveland, TN	0.2%

Fletcher NC ABC Store 1 Year

35.442513, -82.531973
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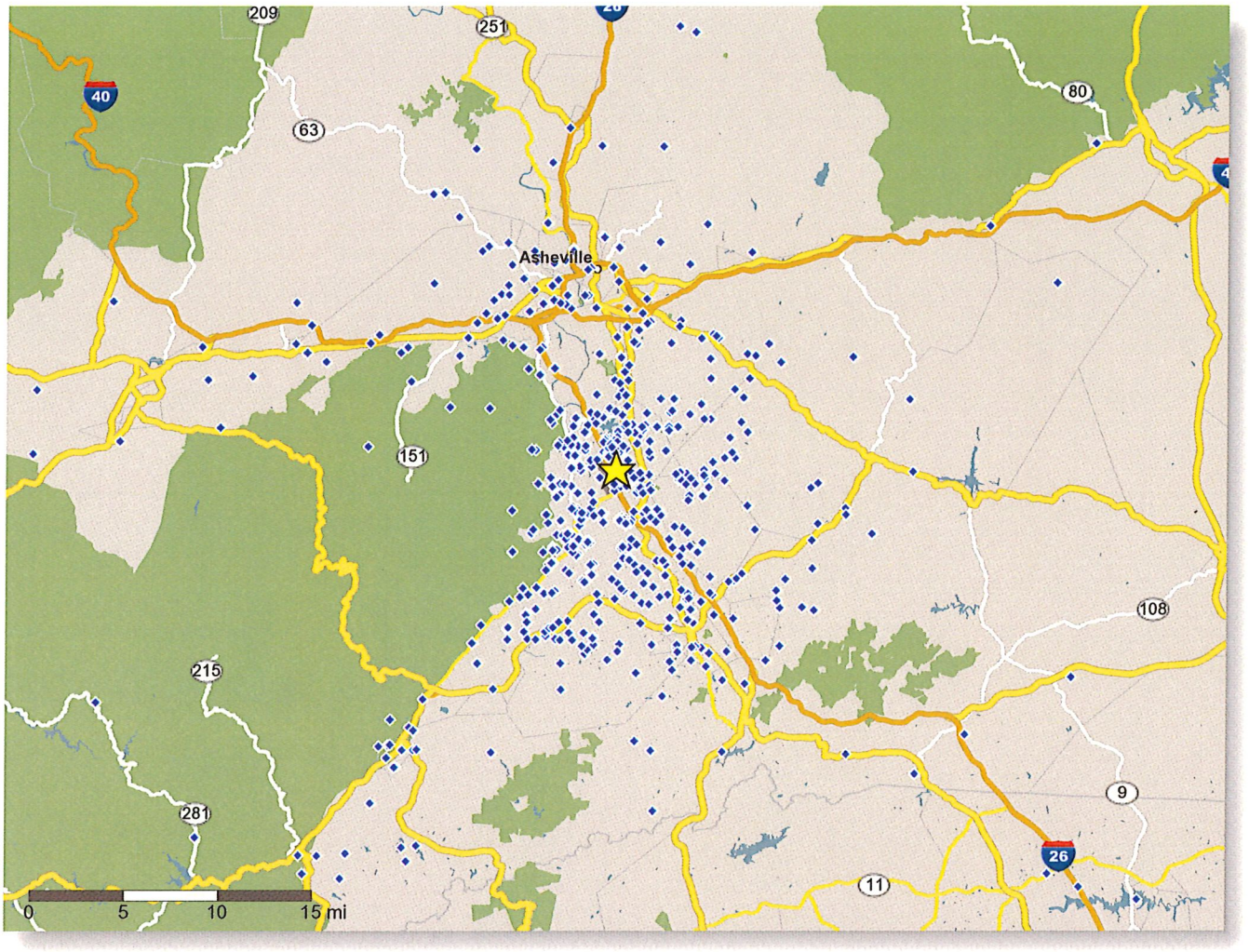
Greenville-Spartanburg SC-Asheville NC-Anderson SC DMA
Asheville, NC Metro CBSA

Area = 35,695 square feet
Date Range = 2025-01-01 to 2026-01-01
Days Studied = Mon,Tue,Wed,Thu,Fri,Sat,Sun
Time Range = 00:00:00 to 23:59:00 (D)

Device Home Analysis - Device Night Locations:

The map is scaled to show at least 60-80% of device locations.
Up to 5,000 device locations will be shown on the map (selected at random).



Cumulative Capture Rates (Miles):

Cumulative %	Distance
5%	
10%	0.75
15%	1.36
20%	2.39
25%	2.84
30%	3.51

Cumulative %	Distance
35%	4.6
40%	5.7
45%	6.9
50%	8.5
55%	9.6
60%	11.4

Cumulative %	Distance
65%	16.1
70%	33.3
75%	63.8
80%	111.4
85%	186.1
90%	287.2

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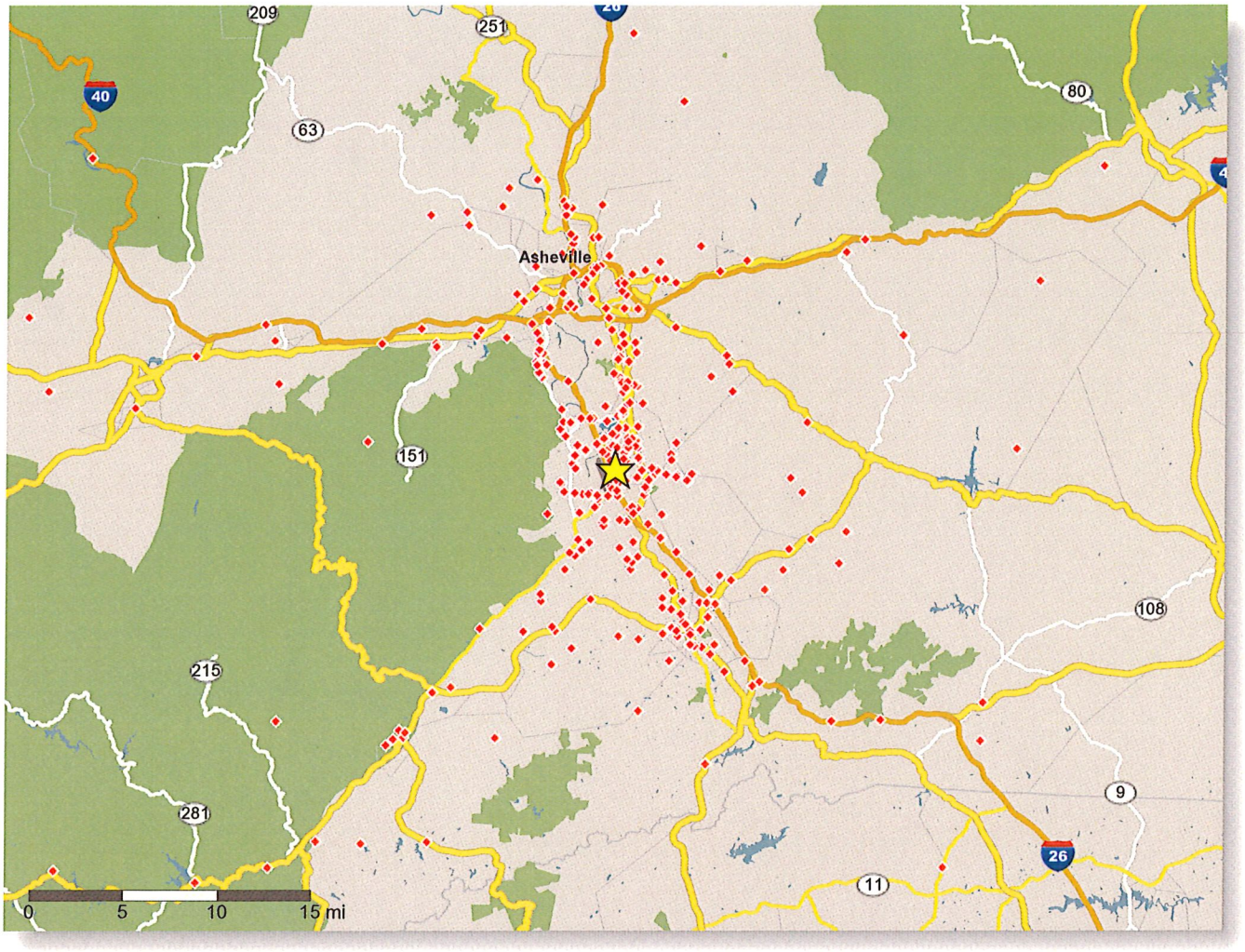
Device Home Analysis - Device Daytime Locations:

The map below shows the most prominent locations where visitor devices are found during the daytime. This could include home/night location, workplaces, schools, residences of friends/family, and more.



Cumulative Capture Rates (Miles):

Cumulative %	Distance
5%	0.31
10%	1.06
15%	1.82
20%	2.32
25%	3.37
30%	4.51

Cumulative %	Distance
35%	6.5
40%	8.2
45%	9.2
50%	10.4
55%	12.1
60%	15.3

Cumulative %	Distance
65%	24.7
70%	49.0
75%	89.6
80%	126.8
85%	210.5
90%	313.6

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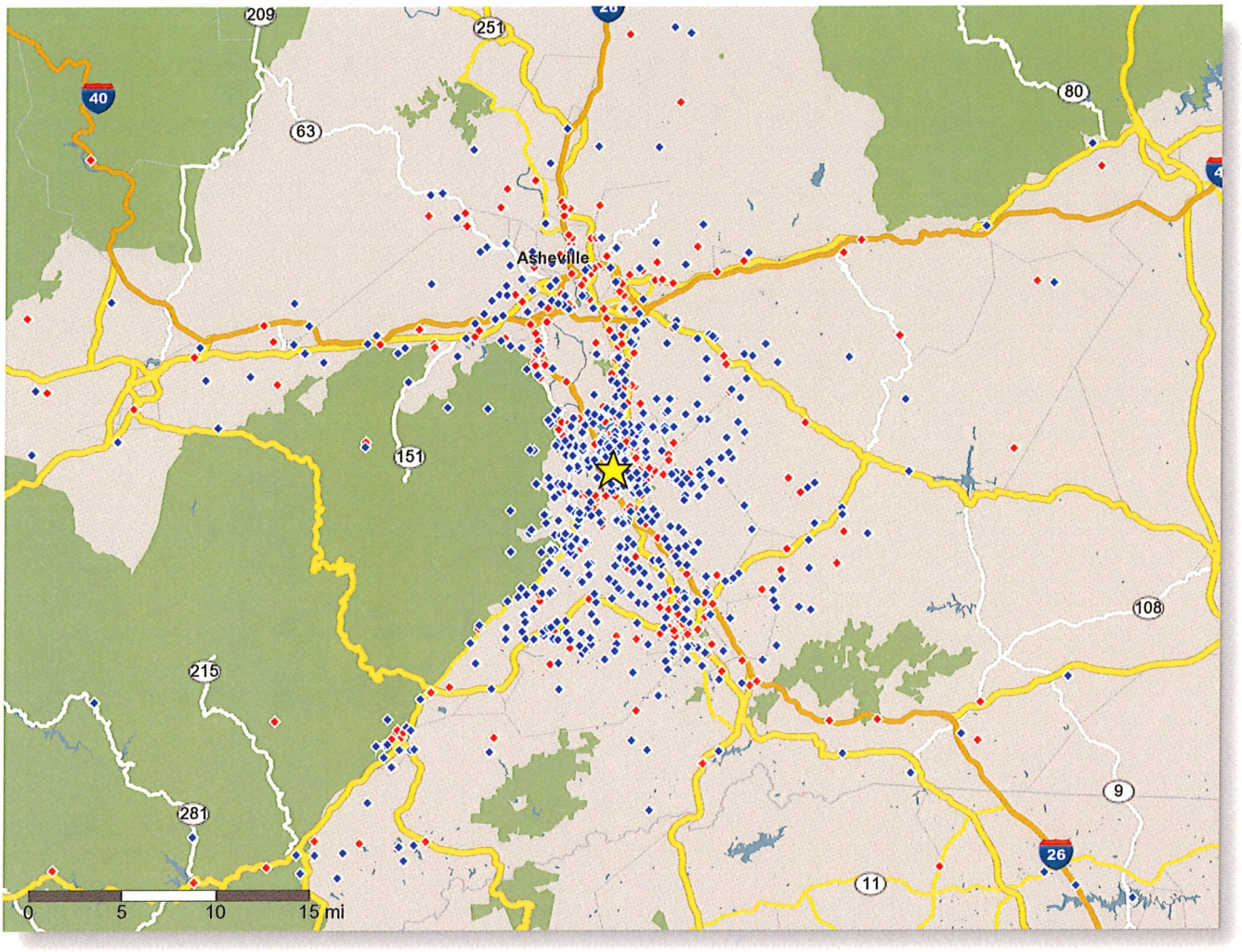
Device Home Analysis - Device Night and Daytime Locations:

The map below combines the locations where deviceholders likely reside (**blue**/nighttime) and the locations where those devices are found during the daytime (**red**/daytime).



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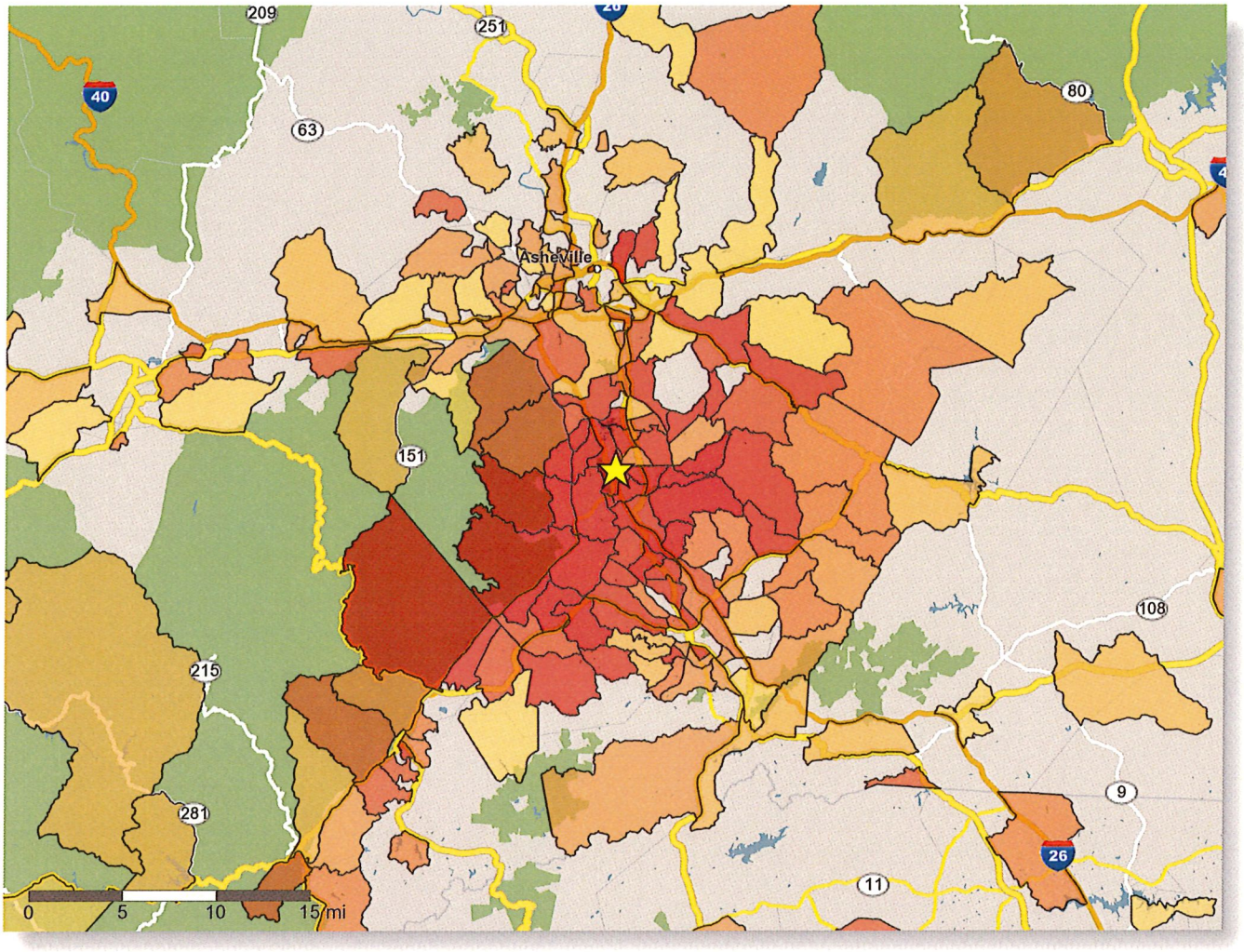
Device Home Analysis - Visit Penetration:

The map below shows the relative penetration rate of block groups in the area surrounding the store. Each neighborhood is shaded based on its visits per resident (population count), indexed against areas in the map view.



- 1.58 +
- 0.93 - 1.57
- 0.57 - 0.92
- 0.37 - 0.56
- 0.23 - 0.36
- 0.14 - 0.22
- 0.08 - 0.13
- 0.01 - 0.07

An index of 1.00 indicates average penetration for the map area. Geographies not represented among device holder home/night locations have an index of 0.00, and are not shown on the map or included in the indexing calculations.

Relative penetration index =

(visits from geography / population in geography)
(visits from map area / population in map area)

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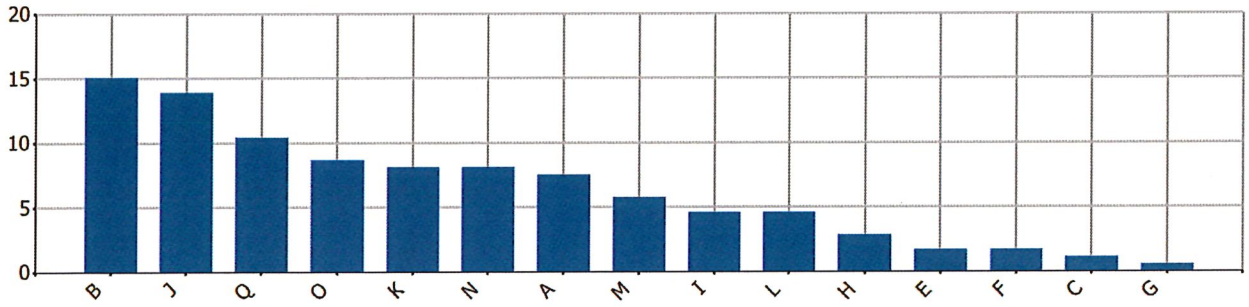
Device Home Analysis - Top Persona Live Groups:

Data and descriptions © Spatial AI, Inc. • All rights reserved.
All groups with 0.1% or higher representation are shown.

Group	Name	Description	Devices
B	Wealthy Suburban Families	Wealthy and diverse suburban families living children-driven lifestyles.	15.1%
J	Sunset Boomers	Well-off boomers near or at retirement age living in picturesque locations.	14.0%
Q	Urban Low Income	Low income housholds in dense urban areas.	10.5%
O	Small Town Low Income	Lower income househoulds in or orbiting small towns.	8.7%
K	Budget Boomers	Empty-nesters near or at retirement age living on savings.	8.1%
N	Rural Low Income	Lower-income ruralites in mostly farm or blue-collar professions.	8.1%
A	Ultra Wealthy Families	The nation's wealthiest families.	7.6%
M	Rural Average Income	Ruralites living in areas with low population making average incomes.	5.8%
I	Young Urban Singles	Singles starting their career in trade and service jobs.	4.7%
L	Rural High Income	Prosperous ruralites enjoying the outdoors and working in white-collar, farm, and blue-collar jobs.	4.7%
H	Young Professionals	Well-educated young professionals starting their careers in white-collar or technical jobs.	2.9%
E	Near-Urban Diverse Families	Middle-class diverse families living in urban or near-urban areas.	1.7%
F	Blue Collar Suburbs	Working-class singles and families in mainly blue-collar professions.	1.7%
C	Upper Suburban Diverse Families	Upper-middle-class suburbanites working white-collar jobs from a range of ethnic backgrounds.	1.2%
G	Educated Urbanites	Well educated young singles living in dense urban areas working relatively high paying jobs.	0.6%



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Device Home Analysis - Top PersonaLive Segments:

Data and descriptions © Spatial AI, Inc. • All rights reserved.
The top 30 segments with 0.1% or higher representation are shown.

Segment	Name	Description	Devices
B03	Backyard Bliss	Outdoor-loving upper-income families straddling the suburban rural divide.	11.0%
K01	Rural Retirement	Retired couples living on a shoestring budget in remote communities with easy access to outdoor recreation.	8.1%
O03	Starting Line	Blue collar renters starting out in small towns and urban clusters making meager wages.	7.6%
J05	Scenic Seniors	Older, upper middle class retirees living in beachfront and mountain communities.	7.0%
A05	Suburb Chic	Affluent families living in higher-priced suburbs not too far from the city center.	6.4%
M02	John Deere Country	Families and couples with average income working blue-collar jobs.	5.2%
N02	Southern Cross	Lower-income couples and single parents crossing white and black rural cultures, meeting at the intersection of worship and sports.	5.2%
J03	Couples Coasting In	Empty-nesters living active healthy lives in upscale suburbs	4.7%
Q06	Blue Collar Grit	Single white renters stretching incomes in towns and urban areas.	4.1%
L03	Cracker Barrel Barons	Middle-aged and older rural couples in blue-collar jobs living iconic country lives.	3.5%
P01	La Vida Rural	Households in Latin-influenced rural communities working farm, service, and blue-collar jobs.	3.5%
B04	Babies Burbs & Blessings	Younger, upper-middle-class suburban families that take parenting and faith seriously.	2.9%
N04	Merica	White semi-rural households with little education or earnings following high school and college sports closely.	2.9%
J02	Destination Retirees	Older, wealthy, and often retired empty-nesters living out their golden years on the beach, or occasionally the mountains.	2.3%
Q05	Diesel Blues	Blue-collar mixed black and white neighborhoods with low education and income.	2.3%
I03	Rust Renters	Young, lower-income renters scattered across 2nd and 3rd tier cities.	1.7%
I04	Adulting	Single, diverse renters working service jobs and transitioning to independent lives.	1.7%
B01	Fusion Families	Family-centered, suburban high-income households who still visit the mall.	1.2%
C03	Flourishing Fusion	Families with children living in diverse white and black exurbs.	1.2%
F02	Latin Engines	Working-class Hispanic and Black households with low-priced homes and lots of kids.	1.2%
H02	Rising Professionals	Well-educated college graduates renting in the trendiest parts of town.	1.2%
L04	Pension Pastures	Older couples in farm and blue-collar professions enjoying the outdoors.	1.2%
O02	Main Street USA	Moderate income, young, blue-collar workers living near main streets in small-town America.	1.2%
P05	Reggaeton Roads	Afro-Latino renters in near-suburbs working blue-collar and service jobs making meager earnings.	1.2%
Q03	Urban Determined	Young, mostly African American singles renting low price neighborhoods surrounding city centers.	1.2%
Q04	Soul & Spirit	Renters in African American neighborhoods with low income and a high percentage of female householders.	1.2%
A01	Midas Might	Extremely wealthy families living in large estate homes.	0.6%
A03	Exclusive Exburbs	High-income families living in wealthy enclaves on the outskirts of major cities.	0.6%
E02	Urban Fashion	Upper-middle-class African American families near major urban areas.	0.6%
E03	Familias	Large Hispanic families working service and blue-collar jobs in dense urban areas	0.6%

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Device Home Analysis - Demographic Summary:

Data © Applied Geographic Solutions, Inc. • All rights reserved.

Category	Variable	Devices
Age		
	Under 5 years	4.7%
	5-14 years	10.5%
	15-19 years	5.7%
	20-24 years	5.0%
	25-34 years	12.0%
	35-44 years	13.1%
	45-54 years	12.7%
	55-64 years	13.7%
	65-74 years	12.9%
	75+ years	9.6%
	Median age	43.9
Ethnicity		
	Caucasian	78.5%
	African-American	8.0%
	Asian	1.8%
	Other	2.6%
	Hispanic	9.1%
Household Size		
	1 Person	34.2%
	2 Persons	41.3%
	3 Persons	11.0%
	4 Persons	8.0%
	5 Persons	3.5%
	6+ Persons	1.9%
	Average Persons per Household	2.4
Household Composition		
	Family, one or more children present	25.4%
	Family, no children present	28.0%
	Non-family	39.2%
	One-person	6.8%
Group Quarters Population		
	College Dorms	0.3%
	Military Quarters	0.0%
Educational Attainment		
	Less than 9th grade	2.7%
	9th grade to 12th grade	5.1%
	High school graduate	24.2%
	Some college	19.0%
	Associate's degree	9.6%
	Bachelor's degree	24.6%
	Graduate or Professional degree	14.9%

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Device Home Analysis - Demographic Summary:

Data © Applied Geographic Solutions, Inc. • All rights reserved.

Category	Variable	Devices
Occupation		
	Managerial/executive	17.4%
	Professional/specialty	16.3%
	Healthcare support	10.6%
	Protective services	1.5%
	Food preparation serving	5.3%
	Building maintenance and cleaning	5.4%
	Personal care	2.5%
	Sales	10.7%
	Office administrative	10.3%
	Farming, fishing & forestry	0.4%
	Construction	7.9%
	Production/transportation	11.7%
Household Income		
	Under $10,000	3.7%
	$10,000 - $25,000	10.5%
	$25,000 - $34,999	6.8%
	$35,000 - $49,999	10.8%
	$50,000 - $69,999	13.5%
	$70,000 - $99,999	16.7%
	$100,000 - $124,999	9.7%
	$125,000 - $149,999	8.4%
	$150,000 - $199,999	8.5%
	$200,000 - $249,999	4.4%
	$250,000 - $499,999	5.3%
	$500,000+	1.8%
	Median household income	$82,447
Housing Tenure		
	Owner-occupied	63.5%
	Renter-occupied	25.6%
Housing Value		
	Under $25,000	2.7%
	$25,000 - $49,999	2.6%
	$50,000 - $69,999	1.6%
	$70,000 - $99,999	2.6%
	$100,000 - $149,999	6.0%
	$150,000 - $199,999	7.2%
	$200,000 - $299,999	21.1%
	$300,000 - $499,999	33.9%
	$500,000 - $749,999	12.1%
	$750,000 - $999,999	5.3%
	$1,000,000+	4.9%
	Median housing value	$352,747

MEMORANDUM

TO: Mayor & Council

FROM: Mark Biberdorf, Town Manager

COPY TO: Heather Taylor, Assistant Town Manager

DATE: 1/23/2026

SUBJECT: Recommendations for surplus unassigned fund balance - Mark Biberdorf, Town Manager

Background:
Attached for Council's review is a memo detailing excess reserves of unassigned fund balance for Fiscal Year 2024-2025. This memo also discusses the Town's fund balance policy and the provisions for expending reserves that are above the maximum range.

Recommendation:
It is recommended that Council take action to approve one of the options for spending down fund balance reserves.

Attachments:
1. Memo to Council - Recommendations for surplus unassigned fund balance. January 23,2026.doc
2. Fund Balance policy.executed copy

MEMORANDUM

TO: Mayor and Town Council

FROM: Mark E. Biberdorf, Town Manager

COPY TO: Heather Taylor, Assistant Town Manager

DATE: January 23, 2026

SUBJECT: Recommendations for Surplus Unassigned Fund Balance

Fund Balance Policy

Several years ago, the Town established a fund balance policy. The purpose of this policy is to determine what is the appropriate amount of reserves or fund balance to maintain for cash flow purposes and unforeseen events such as a major storm. The Town's policy states that we shall maintain an unassigned fund balance between 45% and 65% as a percentage of general fund expenditure. A full copy of the Town's fund balance policy is attached for Council's reference.

An important part of implementing the Town's fund balance policy is taking appropriate steps to keep reserves within the designated range of 45% - 65%. At the conclusion of the most recent audit, our unassigned fund balance was determined to be 75.37% or $6,855,709. Once the fund balance exceeds 65% Council is supposed to identify eligible steps to move it back within the allowed range. Examples of actions that Council can take to lower the fund balance are the following:

1. One-time expenditures that do not increase recurring operating costs that cannot be funded through current revenues. Emphasis will be placed on one-time uses that reduce future operating costs, or
2. Start-up expenditures for new programs, provided that such action is approved by the Town Council and is considered in the context of multi-year projections of revenue and expenditures as prepared by the Town Manager and Finance Director, or
3. Appropriated to lower the amount of outstanding principal on existing debt, or
4. Lowering the property tax rate.

Recommendations for Excess Fund Balance

With fund balance reserves reaching 75.37% as a percentage of general fund expenditure, the Town would need to spend over $943,000 to get the fund balance down to 65%. Also, this is the upper range of the policy so the Town could spend additional funds and still retain a comfortable number of reserves.

Some different options for spending down these excess reserves would be the following:

- **Sewer Project on Westfield Road, North Hudson Lane, and Dogwood Terrace** – This was a project that was previously submitted for funding through a State Revolving Funds application with the Department of Environmental Quality (DEQ). Total estimated cost for this project is $1.4 million.

- **Greenway Extension** – Funding could be used to construct another section of the Cane Creek Greenway along the Town of Fletcher property, or possibly the Cummins (Meritor) property.

- **Pay Down Principal on Existing Debt** – The Town currently has two USDA Community Facility Loans for the Town Hall project. The Town also has an installment purchase loan on the purchase of the Town Center property along Highway 25.

I will be prepared to discuss these options in greater detail with you at the Council meeting. If you should have any questions prior to the meeting, please do not hesitate to let me know.

MEB/meb

Attachment

TOWN OF FLETCHER
FUND BALANCE POLICY

PURPOSE

The Town desires to maintain a prudent level of financial reserves to guard its citizens against service disruption in the event of unexpected temporary revenue shortfalls or unpredicted one-time expenditures.

The primary reasons for a general fund reserve policy are to:

- **Plan for contingencies**. Because of volatile revenue sources such as property and sales tax, governments will always face challenges when it comes to matching planned revenues with actual expenditures. Local events, such as the closure of a major employer, can also negatively affect revenue. Finally, extreme weather events such as winter storms or hurricanes can increase operating and/or capital costs. Reserves can be used to make up these temporary shortfalls.
- **Maintain good standing with rating agencies**. Bond rating agencies consider an adequate level of reserves a sign of creditworthiness because it enhances a government's ability to repay debt on time and in full.
- **Avoid interest expenses**. Cash reserves may be used rather than debt to fund capital projects.
- **Generate investment income**. Reserves can be a source for investment revenue, effectively reducing the burden on the property tax rate. To maintain the reserve's value as a risk mitigation device, investments will remain relatively liquid.
- **Serve as cash flow management tool**. Reserves can be used to cover times of the year that normally experience low levels of cash.
- **Create a shared understanding**. A formal reserve policy clearly outlines appropriate use of the reserves.

COMPONENTS OF FUND BALANCE

Fund Balance vs. Reserves – "Fund balance" is an accounting term defined as the difference between assets and liabilities in a governmental fund. The term *"reserves"* is often used by public finance practitioners, but is not an actual government accounting term. It refers to the portion of fund balance held in reserve to provide a buffer against financial distress or risk.

In governmental funds, "reserves" comprise a portion of total fund balance. Governmental Accounting Standards Board (GASB) Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions* governs the descriptions used to report fund balance. The statement focuses on the "extent to which the government is bound to honor constraints on the specific purposes for which amounts in the fund can be spent" and breaks total fund balance into (5) different components:

- **Non-spendable fund balance**. Fund balance in this category is inherently non-spendable.

- **Restricted fund balance**. This category has externally enforceable limitations on the use of fund balance, imposed by parties such as creditors, grantors, or laws or regulations of other governments.
- **Committed fund balance**. This encompasses limitations imposed by the government on itself at its highest level of decision making (e.g., governing board through a resolution). For example, the governing board might like to commit a portion of fund balance to a "stabilization fund" to provide a cushion against unknown economic downturns and revenue declines.
- **Assigned fund balance**. This category is for the portion of fund balance that is earmarked for an intended use. The intent is established at either the highest level of decision making or by a body or an official designated for that purpose. For example, a portion of fund balance might be assigned to offset a gap in the budget stemming from a decline in revenues or a portion could be assigned to pay for an upcoming special project. A typical assigned fund balance item is the amount of fund balance that is appropriated in the subsequent year's budget ordinance that is not already classified as restricted or committed.
- **Unassigned fund balance**. This encompasses all fund balances that are left after considering the other four categories. Use is least constrained in this category of fund balance.

The last three components (committed, assigned and unassigned fund balance) together comprise "unrestricted fund balance", which is the part of fund balance covered by this reserve policy because unrestricted fund balances are either unconstrained or the constraints are self-imposed, so they could be lifted in order to make fund balances available for other purposes. Conversely, restricted fund balances or non-spendable fund balances are not suited to many of the purposes a reserve policy typically is intended to fulfill.

SIGNIFICANT POLICIES

Required Reserve Levels

The North Carolina State Treasurer recommends a minimum unassigned fund balance in the general fund of eight percent (8%). However, the Town policy is more restrictive by requiring a minimum unassigned general fund balance of forty-five percent (45%) of the total actual expenditures. The minimum requirement will be reviewed by the Finance Director as changes in economic conditions occur, new legislation is enacted or revenue sources change.

Reserve Draw Downs

Fund balance appropriated will not exceed an amount management can reasonably expect to save during the year. If fund balance is appropriated to balance the following year's budget in an amount that, if spent, would reduce the percentage below forty-five percent (45%) an explanation of the circumstances of the utilization and a plan to save or replenish the fund balance will be included in the budget message and audit?

The unassigned fund balance may be purposefully drawn down below the minimum required percentage of forty-five (45%) for emergencies.

Excess Reserves

Unassigned fund balance percentages in excess of sixty-five percent (65%), calculated at the previous fiscal year-end, may be drawn down for nonrecurring expenditures as follows:

1. One-time expenditures that do not increase recurring operating costs that cannot be funded through current revenues. Emphasis will placed on one-time uses that reduce future operating costs, or
2. Start-up expenditures for new programs, provided that such action is approved by the Town Council and is considered in the context of multi-year projections of revenue and expenditures as prepared by the Town Manager and Finance Director, or
3. Appropriated to lower the amount of outstanding principal on existing debt, or
4. Lowering the property tax rate.

Reserve Replenishment

If the fund balance falls below the minimum required percentage of 45% for two consecutive fiscal years, the Town will replenish funds by direct appropriation beginning in the following year. In that instance, the Town will annually appropriate 25% of the difference between the minimum required percentage level and the actual balance until the minimum required level is met. In the event appropriating 25% is not feasible, the Town will appropriate a lesser amount and shall reaffirm its commitment to fully replenish the fund balance over a longer period of time.

This policy will be reviewed at least annually and updated on an as-needed basis.

Adopted this 9 day of October, 2017

William B. Moore, Mayor
Town of Fletcher

Christine Thompson MMC, NCCMC
Town Clerk

MEMORANDUM

TO: Mayor & Council

FROM: Mark Biberdorf, Town Manager

COPY TO: Heather Taylor, Assistant Town Manager
Tyler Morrow, Planning & Zoning Director

DATE: 1/30/2026

SUBJECT: Potential voluntary annexation of subdivision planned for Burney Mountain Road - Mark Biberdorf, Town Manager

Background:
Attached is a memo describing the potential for voluntary annexation of a planned subdivision off of Burney Mountain Road.

Recommendation:
No action is needed at this time.

Attachments:
1. Memo to Council - Potential Annexation of Burney Mountain Rd. Subdivision
2. Burney Mountain Road Subdivision Overlay-ETJ vs. Town

MEMORANDUM

TO: Mayor and Town Council

FROM: Mark E. Biberdorf, Town Manager MEB

COPY TO: Tyler Morrow, Planning & Zoning Director

DATE: January 30, 2026

SUBJECT: Potential Voluntary Annexation of New Subdivision on Burney Mountain Road

I recently advised you that the new subdivision planned for Burney Mountain Road has some unique attributes that make it a potential candidate for voluntary annexation. What makes it unique is that over a third of the lots will be in the Town limits while the remaining lots will be in the extra territorial jurisdiction (ETJ) of the Town. The attached map helps to illustrate this point.

Historically there has been some reluctance to annex residential properties since it typically costs more to provide services versus the amount of property tax revenue generated. There are, however, some important factors to consider in this situation. Some of those issues are as follows:

- The Town will be obligated to provide services to a large portion of this development since it is within the primary corporate limits of Fletcher.
- Continuity of service provision will be important to provide consistent service throughout the neighborhood.
- It is not sprawl type of development since the Town is already providing services within this area of Fletcher.
- For public safety purposes, it would make more sense that the entire neighborhood be within Town limits to help eliminate confusion in the dispatch of emergency services.

In terms of next steps in consideration of annexation, there is really nothing for Council to do now other than receive the information being presented here. The current landowner has not submitted a petition for annexation. Once the project is built out however the developer may bring this forward for Council consideration.

If you should have any questions on this item prior to the meeting, please do not hesitate to let me know.

MEB/meb

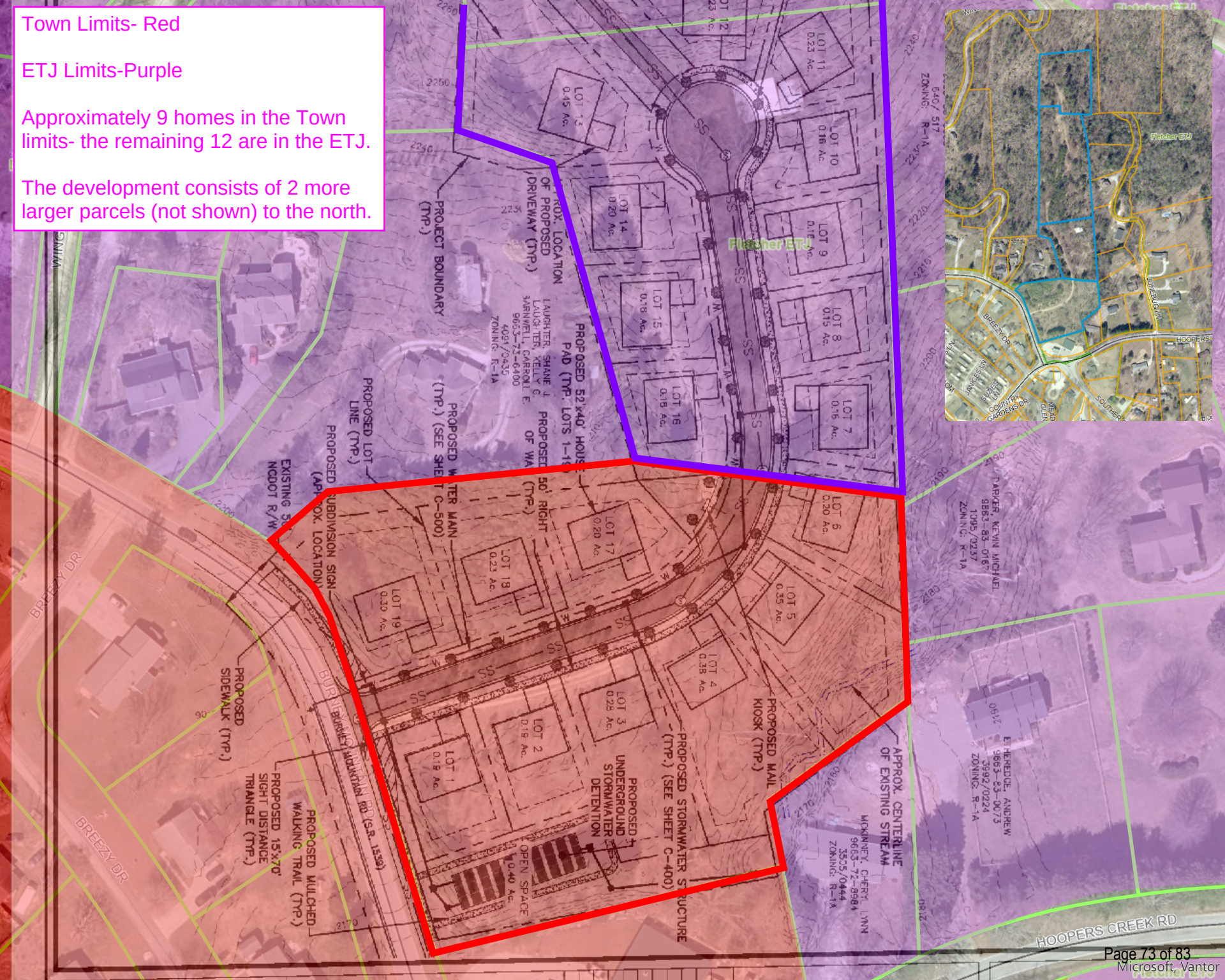
Attachment

Town Limits- Red

ETJ Limits-Purple

Approximately 9 homes in the Town limits- the remaining 12 are in the ETJ.

The development consists of 2 more larger parcels (not shown) to the north.



Microsoft, Vantor

FLETCHER POLICE DEPARTMENT
TEAMWORK - PROFESSIONALISM - DEDICATION

DANIEL D. TERRY
CHIEF

MEMORANDUM

To: Mark Biberdorf, Town Manager

From: Chief D. Terry

Date: February 3, 2026

Re: January 2026 Monthly Report

Training & Professional Development:

- Officer Cucchiara attended the 3-day Basic Narcotics Investigation Course.
- Captain Fulmer attended the 3-day North Carolina Association of Chiefs of Police's Annual Conference.

We had a total of 573 calls for service for the month of January. This does not include 1268 extra security checks. Sixty-seven incident reports were filed. Twenty-four of these incidents required some type of investigative follow-up to be conducted. One hundred and six citations were issued for a total of 134 charges. Sixteen auto accidents were reported and 32 arrests were made.

Activities of interest for the month of January include:

- A goal setting session was held with the department's leadership team, to include the department's sergeants, captains, and chief. Ideas and goals for 2026 were presented and discussed.
- The last two weekends of the month brought about two different winter storms that required additional resources and required scheduled officers to make extra preparations to be at their assignment. Extra officers were placed on standby in case they were needed for emergency services. Some officers slept in the Town's Multi-Purpose Room and others at a local hotel to ensure they were available for duty on subsequent days.
- The new year began with a lot of enforcement activity, including traffic enforcement (see above) and criminal arrests. During the month of January, 14 marijuana and/or drug paraphernalia arrests were made, 11 arrests for outstanding warrants, 7 DWI arrests, 6 arrests for methamphetamine, 2 arrests for possession of fentanyl, and 2 for possession of cocaine. Interestingly, only one of those arrested was a resident of Fletcher. Those who participate in these types of behaviors frequently are involved in other criminal and/or other unsafe and unhealthy behaviors; therefore, the police department will remain diligent to enforce these law violations and not consider these behaviors acceptable within the Town of Fletcher.
- The department handled a missing person involving an adult male. He left for work, never arrived, and then could not be located or contacted by family. Significant time and

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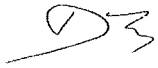
resources were used to find him. He was subsequently located in South Carolina unharmed but struggling with some stressors in life.

- Officers responded to an Attempted Assisted Suicide. An agreement was made between a husband and wife, to end the wife's life as she was suffering with painful medical conditions. After the attempt was unsuccessful medical attention was requested and police responded. Both husband and wife cooperated with the investigation. After discussion within the department and consultation with the District Attorney's Officer, the husband was charged with misdemeanor assault with the goal of getting them before a judge where mental health services could be obtained.
- Officers responded to a home where the suspect was intoxicated and threatening his roommate with a knife. The victim locked himself inside the bathroom. Officers had to make a tactical entry into the home. The suspect would not comply with officers and was physically taken into custody and charged with Assault with a Deadly Weapon.
- Community engagement activities for the month of January included attendance at a Henderson County Adult Recovery Court Graduation where a graduate in recovery was recognized and celebrated for their efforts and work during their addiction recovery process. The department met with Airport Public Safety where discussions related to the jurisdiction and patrol responsibilities for the pending convention center at the golf course were held. The department attended the Henderson County Investigator's Meeting, and the Henderson County DSS Multi-Disciplinary Team Meeting.

Respectfully Submitted,



Chief Dan Terry

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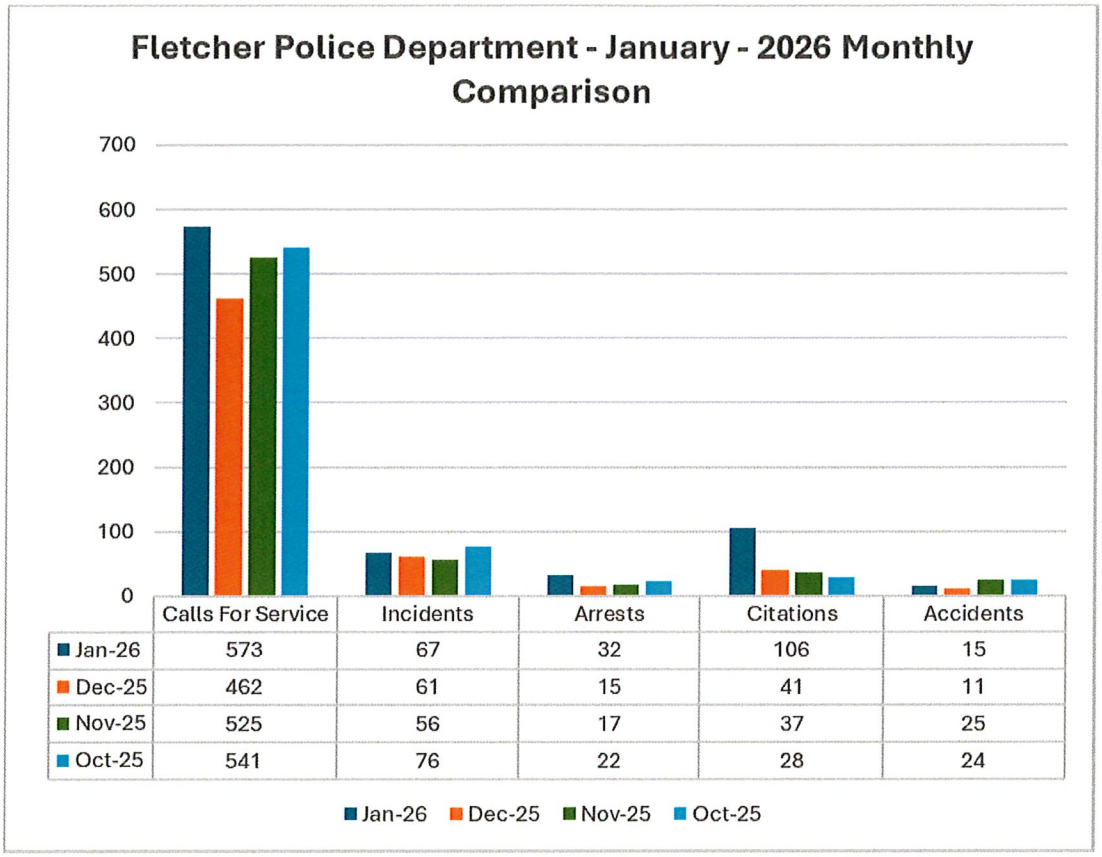

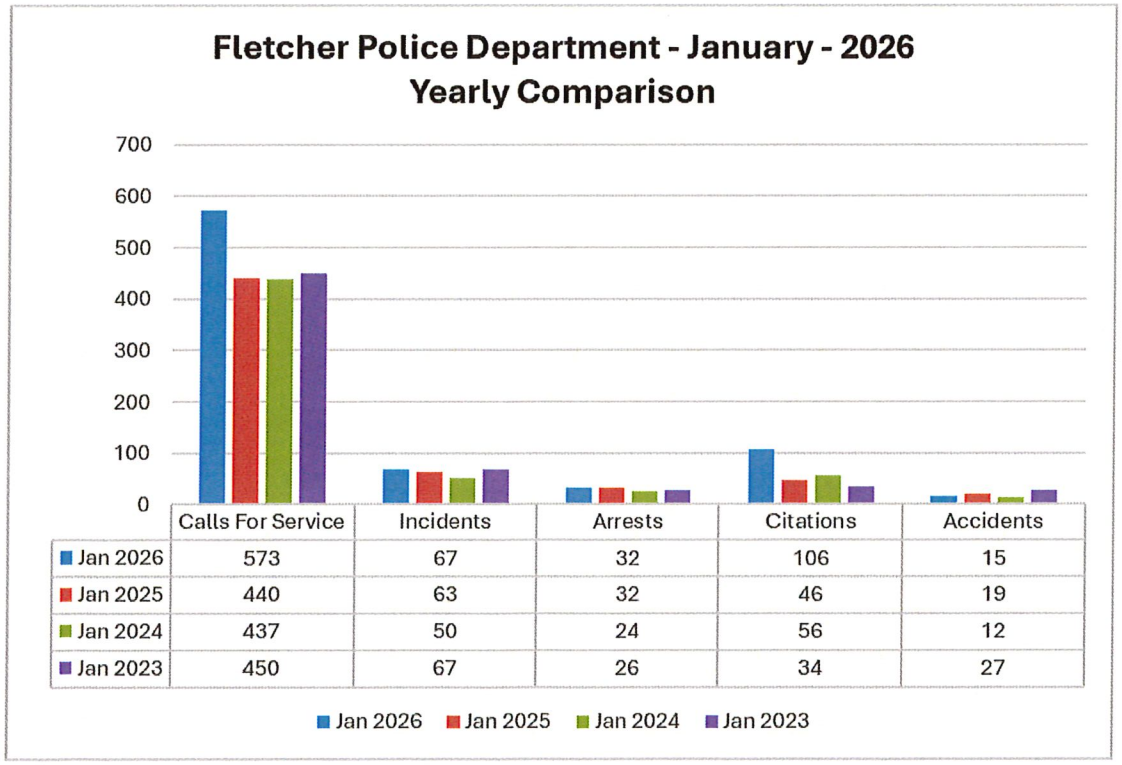

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FLETCHER POLICE DEPARTMENT
CRIMINAL INV DIVISION
JANUARY 2026 STATISTICS

OFFENSE	MONTHLY ACTIVITY 2026					CUMULATIVE 2026				
	ASSIGNED	CLEARED w/ ARREST	EXCEPTIONALLY CLEARED	ADMINISTRATIVELY CLEARED	UNFOUNDED	OPEN PENDING	CLEARED BY ARREST	EXCEPTIONALLY CLEARED	ADMINISTRATIVELY CLOSED	UNFOUNDED
ARSON										
ASSAULT/BATTERY	1	1					1			
B&E (COMMERCIAL)						1				
B&E (RESIDENTIAL)				1					1	
B&E (TO MOTOR VEHICLE)										
CHILD ABUSE (PHYSICAL/NEGLECT)										
CRIMINAL DAMAGE										
CRIMINAL TRESPASS										
DEATH INVESTIGATIONS						2				
DOMESTIC VIOLENCE										
DRUG INVESTIGATIONS										
ELDER ABUSE-FINANCIAL										
ELDER ABUSE-PHYSICAL										
FINANCIAL CRIMES/ID THEFT	2					7				
HARASSMENT/INTIMIDATION										
HOMICIDE										
LARCENY	1	1					1			
MISSING PERSON (ADULT)	1		1					1		
MISSING PERSON (JUVENILE)										
MOTOR VEHICLE THEFT/UUMV						1				
ROBBERY										
SEX OFFENSE	1					2				
SUICIDE/ATTEMPTED										
OTHER	1					1				
TOTAL	7	2	1	1	0	14	2	1	1	0
LAST MONTH	8	2	0	5	2					
YEAR-TO-DATE										

Department of Social Services		2026 YTD
TOTAL CASES REVIEWED	5	5
TOTAL CASES ASSIGNED	2	2
CITIZEN ASSIGNMENT LETTERS SENT	9	9

75 % Clearance rate for January 2026

75% Year-To-Date

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Public Works Department
Monthly Report
January 2026

Brush Pick Up

Public Works collected 118 brush orders which produced 336 Cyds of brush. Public Works collected 3 leaf work orders which produced 3 Cyds of leaves. All brush and leaves are now disposed of at the Garbage Pal facility off Old Hendersonville Hwy @48.00 per ton.

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Vehicles

Maintenance was performed on 8 police cars, 9 Public Works Vehicles and P&R vehicles.

Sanitation

For the month of December, Public Works collected 181.05 tons of garbage for a daily average of 8.62 tons.

Streets

Public Works pushed and spread salt for the ice storm. Also, preparing for the snow event at the end of January.

Public Works began edging of the sidewalks along US 25.

TOWN OF FLETCHER

PRESTON BLAKELY
MAYOR

MARK E. BIBERDORF
TOWN MANAGER

COUNCIL MEMBERS:
TREVOR LANCE
JIM PLAYER
KEITH REED
AMBER MCKINNEY

Planning & Zoning Department Monthly Update- January 2026

- The Planning Board convened for its regular meeting on January 20. The agenda included two action items, both of which were administrative reviews requiring Planning Board approval only and did not require Town Council action.
    - The first item was a Heart of Fletcher Design Review for a warehouse development located at 165 Cane Creek Road. The second item was a Major Subdivision on Burney Mountain Road consisting of 21 lots on 12.98 acres, for a density of approximately 1.6 units per acre. The maximum permitted density in the R-1A zoning district is 2.0 units per acre. Both proposals were by-right uses under the LDC and were approved by the Planning Board. The full agenda packet for this meeting can be found here https://fletchernc.portal.civicclerk.com/event/134/files/agenda/351

- The Planning Board and Planning staff recognized George Clayton for his long-standing and dedicated service to the Town of Fletcher and the Planning Board. Mr. Clayton recently began his 31st year of service, making him the longest-serving Planning Board member in Town history and likely one of the longest-serving members in the state. His retirement will leave large shoes to fill, and the Town extends its sincere appreciation for his leadership and commitment to public service. A photo from his final Planning Board meeting is included below.

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TOWN MANAGER

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- Staff continued routine day-to-day operations, including the issuance of permits, responding to development inquiries, and addressing zoning, solid waste, and junked-vehicle complaints.

- Tyler met on site with the developer and construction team at the Landings of Meadow View project to review potential violations of the Town's Floodplain Damage Prevention Ordinance. Following the site visit and discussion, it was determined that the development team was not responsible for the perceived violations, which were instead related to utility work performed by the City of Hendersonville following Hurricane Helene. All floodplain concerns under the Town's jurisdiction have been resolved, and there are currently no active floodplain violations for the project. The site does, however, have outstanding violations with Henderson County Soil and Erosion Control and the North Carolina Department of Environmental Quality related to silt control, wetlands, and stream culverting. Corrective measures are underway, and these issues are expected to be resolved within the next month.

- Planning, Parks and Recreation, and Administrative staff met with Conserving Carolina, McGill Associates, and corresponded with state agencies regarding the greenway extension project and associated grant requirements. All parties are aligned on next steps, and coordination will continue to ensure the project moves forward in compliance with state grant requirements.

- Tyler attended the quarterly Asheville Regional Housing Consortium meeting, which focused on housing needs and challenges across the region. Productive discussions were held, and priorities for the coming year were identified.

- Planning staff also submitted the required MS4 annual self-assessment, which is mandated for all state-designated MS4 stormwater programs during this reporting period. McGill Associates assisted with the preparation of the assessment, and no issues are anticipated based on the submission.

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Fletcher Parks and Recreation Department
Monthly Report – January 2026

Programs & Events

Painted with Love "Paint Night"

On January 23rd, Fletcher Parks and Recreation hosted a teacher-led Paint Night with local artist Bethany Adams, drawing 20 participants from the community. The Valentine's-themed class featured a guided session where attendees painted heart designs on canvas in a fun and relaxed environment. The event was well received, with participants sharing positive feedback and expressing strong interest in future classes. This program provided a creative outlet for residents while supporting local artists and fostering community engagement.

Winter Yoga

We are currently halfway through our 8-week Winter Yoga session, with 16 participants actively enrolled. Our instructor, Lindsay Fox, continues to do a fantastic job leading the class and creating a welcoming environment for all skill levels. Lindsay teaches what she practices, offering Vinyasa flows that range in intensity from gentle to powerful sequences. She enjoys exploring all forms of yoga, making each class unique while incorporating techniques and traditions that support balance, strength, and overall well-being in everyday life.

Facilities & Maintenance

Bill Moore Community Park & Kate's Park

Our maintenance team continues their daily work to ensure both parks remain clean, safe, and welcoming for visitors.

Throughout the winter months, Aaron and the maintenance team will focus on several improvement projects to enhance the overall park experience. Projects completed in January include:

January Maintenance Projects Completed:

- Serviced all park mowers to ensure equipment readiness for the upcoming season
- Replaced lighting on concession stands to improve safety and visibility
- Painted parking lot light bases for maintenance and appearance upkeep

- Edged grass around the multi-purpose courts for cleaner presentation and playability
- Pruned trees and bushes at Kate's Park to promote healthy growth and safety
- Began preparing ball fields for the spring season, including general field maintenance
- Cleaned out the log cabin and organized the lost and found area
- Cleared and maintained park trails following the ice storm to ensure safe public access

Administration Monthly Report
Heather Taylor, Assistant Town Manager
January 2026

Assistant Town Manager:

Hurricane Helene/FEMA Park Recovery

- Submitted additional information to FEMA in response to questions raised in December regarding the Greenway Bridge/Streambank project. The project is currently undergoing FEMA's Environmental and Historic Preservation (EHP) review, which ensures federally funded projects comply with applicable environmental and historic preservation laws.

Website/Facebook

- Continued updating the Town's website with current information.
- Posted regularly to the Town's Facebook page (several times per week).

Purchasing for FY 25/26

- Assisted the Police Department with the purchase of new equipment using drug forfeiture funds.

Greenway Planning

- Attended a meeting with various Town departments, Conserving Carolina, and McGill to discuss grant stipulations, grant administration, the status of the easement, and related engineering items.

Finance:

2025 Property Taxes- As of the end of January over 96% of the levy has been collected, Susan will present the mid-year tax collection report at the February Council meeting. Susan also submitted the Town's annual TR-2 report to the NCDOR by the required deadline, which reports assessed valuations, tax rates, and levy information as required by the State.

Business Registration Revenue- Susan has just one remaining receivable account left to collect.

FY 24/25 Financial Statements & Audit- Carol Avery presented the audit and financial highlights at the January 12 Council meeting.

Budget 26/27- Department Heads are currently working on preparing their budget submission for the upcoming FY 26/27. They also presented basic information at our pre-budget kickoff meeting on January 12. A budget folder will be prepared for everyone prior to the March pre-budget workshop.

Year-End- Completed year-end payroll procedures, including quarterly reports. W-2s and 1099s were electronically filed, and W-2s were distributed to employees the week of January 19.

Human Resource:

Employment

- Accounting and Customer Service Specialist - interviews were held in January, and the position has been offered to Mishele Calvillo, who will begin work on February 16.

Wellness

- Over 50 hours were logged during January in the employee gym.
- No blood pressure screenings were held in January, and they will resume in February.