

# TOWN OF FLETCHER

PRESTON BLAKELY  
MAYOR

MARK E. BIBERDORF  
TOWN MANAGER



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

## Town Council Agenda Review Meeting July 6, 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 June 1, 2026
- 2) Regular Meeting June 8, 2026
- 3) Close out Budget FY 25/26 June 30, 2026

Council Updates

Consent Agenda

- 4) Reappointment and charge Tax Collector Susan Heafner to collect property taxes for 2026 - 2027 for the Town of Fletcher.
- 5) Improvement Guarantee Reduction and Extension – The Authors Phase II (26-10-BOND) – Tyler Morrow, Planning & Zoning Director

Discussion Items

- 6) Year-end Tax Collectors report for FY 25/26 — Susan Heafner, Tax Collector.
- 7) Town Center Update - Mark Biberdorf, Town Manager

- 8) Stormwater Improvements and Street Resurfacing for North Garden Court - Jabbo Pressley, Public Works Director
- 9) Additional Fund Balance Designation for Library Project - Mark Biberdorf, Town Manager

Town Manager Report

Department Reports

Adjourn

**Upcoming Events**

Regular Meeting July 13, 2026, at 6:00 pm  
LGCCA July 21, 2026, at 3:00 pm "Fletcher Hosting"  
July 31st Summer Concert - Gotcha Groove Band  
Agenda Review Meeting August 3, 2026, at 6:00 pm  
Regular Meeting August 10, 2026 at 6:00 pm

"This Institution is an equal opportunity provider."

Town of Fletcher  
Town Council Agenda Review Meeting  
Minutes  
June 1, 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  
Town Manager Mark Biberdorf

Councilmember Keith Reed did not attend this meeting.  
Councilmember Amber McKinney did not attend this 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 May 4, 2026**

**Budget Presentation Meeting May 7, 2026**

**Regular Meeting May 11, 2026**

No comments were made at this time.

**Council Updates**

No comments were made at this time.

**Consent Agenda**

None at this time.

## **Discussion Items**

### **Presentation from STEAP about the possibility of producing a wall mural in the Town of Fletcher — Karen-Eve Bayne, Director.**

Mayor Blakely stated that Ms Bayne will be here next week to discuss the mural. Does council have any comments or questions about this?

Discussion Followed:

### **Public Hearing on the proposed budget for FY 2026-2027 — Mark Biberdorf, Town Manager.**

Mayor Blakely stated that next week we will have a public hearing on the purposed budget for next fiscal year.

Town Manager Mark Biberdorf stated that I received the last set of values, and it did go up. Our total budget is 10.5 million, and it was advertised last Wednesday, May 27. We have not had any comments as yet.

## **Town Manager Report**

The street resurfacing has been completed in Livingston Farms and looks really good.

I forwarded you a letter about the rail project and the governor has funding for this in his proposed FY 2027 budget. It is matched to go with Federal funding. They are trying to reopen the railways for Asheville to go up to Salisbury. If the council is comfortable with this, we can put it on the Consent Agenda for next week.

Council agrees to the letter of support.

I'll look at some dates to close out our fiscal budget year and bring them back to you next week at the regular meeting.

We met last week with a developer called Impeccable Development that was recommended by Retail Strategies. They have done mostly retail and commercial development in North Carolina and South Carolina. We gave them all the pertinent information, and they are going to take that back with them and work on it. I will also be meeting with Lewis Real Estate to talk about their next steps. (letter of intent) We did let the MPO know about the express design and traffic improvements. I will have Tyler follow up with them.

We received an application for the storm water grant program and the committee needs to meet to review the application. This will probably be on the July agenda.

Discussion Followed:

## **Department Reports**

## May 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: 6:12 pm

## Upcoming Events

**Regular Meeting June 8, 2026, at 6:00 pm**  
**June 12th Summer Concert - Sound Invasion Band**  
**Budget year close out in June ?**  
**July 31st Summer Concert - Gotcha Groove Band**  
**Agenda Review Meeting July 6, 2026, at 6:00 pm**  
**Regular Meeting July 13, 2026, at 6:00 pm**

Approved.

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Date

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Signed

Town of Fletcher  
Town Council Regular Meeting  
Minutes  
June 8, 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 Amber McKinney  
Councilmember Jim Player  
Town Manager Mark Biberdorf

Councilmember Keith Reed did not attend this meeting.

**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 May 4, 2026**

**Budget Presentation Meeting May 7, 2026**

**Regular Meeting May 11, 2026**

**Mayor Blakely** asked for any corrections, additions or deletions to the minutes as presented. If not, do I have a motion to approve the minutes.

Councilmember Jim Player made a motion to approve the minutes, and it was seconded by Councilmember Amber McKinney.

Motion all in favor.

## **Council Updates**

No comments were made at this time.

## **Consent Agenda**

**Approval of letter in support of proposed funding to advance passenger rail service along the Western North Carolina Corridor.**

**Reappointment of John Brandon Olsen to serve another 3-year term on the ABC Board.**

**Mayor Blakely** asked for any questions or comments on the consent agenda and, if not do I have a motion to approve the consent agenda.

Mayor Pro-Tem Trevor Lance motioned to approve the consent agenda, and it was seconded by Councilmember Jim Player.

Motion all in favor.

## **Discussion Items**

**Presentation from STEAP about the possibility of producing a wall mural in the Town of Fletcher — Karen-Eve Bayne, Director.**

Ms Karen Eve-Bayne gave a PowerPoint point presentation on the proposed murals in Fletcher and answered questions that council had for her on this. She has asked for a council liaison to help with coordinating the project and also help from public works to actually install the mural/banner.

Discussion Followed:

Council agrees to the murals and Councilmember Amber McKinney is going to be the liaison for the project.

**Public Hearing on the proposed budget for FY 2026-2027 — Mark Biberdorf, Town Manager.**

Town Manager Mark Biberdorf gave a PowerPoint presentation on the FY 26/26 budget. He also offered some suggestions for the budget due to the recent increase in the property tax rate by Henderson County. This would be due to the change in sales tax revenue (lower) that would affect the Town of Fletcher as it is estimated to be about \$100,000.

He proposes to increase the tax rate by two cents, with one and a half cents going to Fletcher Fire & Rescue and a half cent going to the town. This would help offset the projected loss in revenue.

Discussion Followed:

**Mayor Blakely** asked for a motion to go into public hearing.

Councilmember Jim Player motioned to go into public hearing, and it was seconded by Councilmember Amber McKinney.

Motion all in favor.

Mayor Blakely asked if anyone had any questions or comments at this time on the budget presentation.

There were no comments at this time.

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

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

Motion all in favor.

**Mayor Blakely** asked for a motion to approve Budget Ordinance 0-26-07 with the amendment to raise property taxes to .30 cents.

Mayor Pro-Tem Trevor Lance stated that he would make the motion, and it was seconded by Councilmember Jim Player.

Motion all in favor.

## **Town Manager Report**

Our street resurfacing project is completed. Meadow Walk Court and Meadow Pathway Court were completed in Livingston Farms and they both look great.

The French Broad MPO has put out a public survey for transportation projects and the link to it has been put on Facebook and on the town's website. We will also put it in the newsletter and the deadline is July 22.

Tyler Morrow and I met with representatives from Impeccable Development. They were sent to us by Retail Strategies. We sent them some follow-up information. We also reached back out to Martin Lewis of Lewis Real Estate Group to meet with them to see where they are at evaluating our project. We have received an updated value on our property, which is now worth 2.85 million and it was 2.4 million. When we met with Martin Lewis and Will Buie they wanted to get our help with the traffic improvement stuff to be a little more proactive than reactive. There is something called an express design that the MPO (Metropolitan Planning Organization) can submit to DOT and then DOT does a cost estimate of the traffic improvements.

## Department Reports

### May 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: 7:10 pm

### Upcoming Events

**Budget year close out in June ?**

**Agenda Review Meeting July 6, 2026, at 6:00 pm**

**Regular Meeting July 13, 2026, at 6:00 pm**

**LGCCA July 21, 2026, at 3:00 pm "Fletcher Hosting"**

**July 31st Summer Concert - Gotcha Groove Band**

**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: 7:10 pm

Approved.

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Date

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Signed

Town of Fletcher  
Town Council FY Budget Close Out Meeting  
Minutes  
June 29, 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 Keith Reed  
Councilmember Jim Player  
Assistant Town Manager Heather Taylor  
Town Manager Mark Biberdorf

Councilmember Amber McKinney did not attend this meeting.

**Discussion Items**

**Approval of funds to be assigned to the Park Development fund balance — Heather Taylor, Assistant Town Manager**

Assistant Town Manager Heather Taylor went over the funds received for this fiscal year for the golf tournament and a donation and is requesting that these funds be assigned to the Future Park Development fund.

Discussion Followed:

**Mayor Blakely** asked for a motion to assign \$33,589.00 to the future fiscal year 2026.

Mayor Pro-Tem Trevor Lance motioned to assign these funds, and it was seconded by Councilmember Keith Reed.

Motion all in favor.

**Adjourn**

**Mayor Blakely** asked for a motion to adjourn.

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

Motion all in favor.

Adjourned at: 4:06 pm

Approved.

\_\_\_\_\_

Date

\_\_\_\_\_

Signed

# TOWN OF FLETCHER

PRESTON BLAKELY  
MAYOR

MARK E. BIBERDORF  
TOWN MANAGER



COUNCIL MEMBERS:  
TREVOR LANCE  
JIM PLAYER  
KEITH REED  
AMBER MCKINNEY

## State of North Carolina County of Henderson

To: Susan M. Heafner, Tax Collector for the Town of Fletcher

You are hereby authorized, empowered, and commanded to collect the 2026 taxes set forth in the tax records filed in the office of Fletcher Town Hall and in the tax receipts herewith delivered to you, in the amounts and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be a first lien upon all real property of the respective taxpayers in the Town of Fletcher, and this Order shall be a full and sufficient authority to direct, require, and enable you to levy on and sell any real or personal property of such taxpayers, for and on account thereof, in accordance with law.

Witness my hand and official seal, this 14<sup>th</sup> day of July 2026.

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**Mayor Preston Blakely**  
Town of Fletcher  
Henderson County, N.C.

Attest:

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Town Clerk, Christine Thompson

“This institution is an equal opportunity provider”  
300 Old Cane Creek Road Fletcher, NC 28732  
Phone: 828-687-3985 Fax: 828-687-7133

## MEMORANDUM

TO: Mayor and Council  
FROM: Tyler Morrow, Planning & Zoning Director  
COPY TO: Jabbo Pressley, Public Works Director  
DATE: 7/13/2026



SUBJECT: Improvement Guarantee Reduction and Extension – The Authors Phase II (26-10-BOND) – Tyler Morrow, Planning & Zoning Director

Background:

See attached memorandum.

Recommendation:

Attachments:

1. Bond Reduction Memo-Authors Phase 2 26-10-BOND
2. Bond Agreement-Authors Phase 2 26-10-BOND
3. Site Plan-Authors Phase 2 Bond 26-10-BOND
4. Estimate for Bonding-Authors Phase 2 5-26-26

# TOWN OF FLETCHER

PRESTON BLAKELY  
MAYOR

MARK E. BIBERDORF  
TOWN MANAGER



COUNCIL MEMBERS:  
TREVOR LANCE  
JIM PLAYER  
KEITH REED  
AMBER MCKINNEY

## MEMORANDUM OF IMPROVEMENT GUARANTEE REDUCTION AND EXTENSION

To: Mayor and Town Council

From: Public Works Department and Planning and Zoning Department

Date: July 13, 2026

Subject: The Authors Phase II – Improvement Guarantee Reduction and Extension Request

The Planning and Zoning Department received a formal request from Will Buie, PE, of WGLA Engineering, PLLC, on behalf of Windsor Built Homes, developer of The Authors Phase II Subdivision, requesting a reduction and extension of the existing Improvement Guarantee associated with the project.

The Fletcher Town Council originally approved an Improvement Guarantee in the form of a Surety Performance Bond on May 13, 2024, in the amount of \$178,425.00. The bond became effective on July 26, 2024, and is currently scheduled to expire on July 26, 2026.

Town staff, including the Public Works Director and Planning and Zoning Director, conducted a field inspection of the subdivision improvements and reviewed the documentation submitted in support of the request. Based upon that review, staff confirmed that a substantial portion of the bonded infrastructure improvements have been completed and that the remaining bond amount appears sufficient to secure completion of the outstanding work.

### Bond Reduction and Extension Summary:

**Project Name:** The Authors Phase II

**Current Bond Amount:** \$178,425.00

**Proposed Bond Amount:** \$97,131.25

**Bond Reduction Amount:** \$81,293.75

**Current Expiration Date:** July 26, 2026

# TOWN OF FLETCHER

PRESTON BLAKELY  
MAYOR

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TOWN MANAGER



COUNCIL MEMBERS:  
TREVOR LANCE  
JIM PLAYER  
KEITH REED  
AMBER MCKINNEY

**Proposed Expiration Date:** July 26, 2028

**Inspection Date:** June 18, 2026

## **Remaining Bonded Improvements:**

The proposed reduced bond amount will secure completion of the following remaining improvements:

1. Final asphalt surface course installation on subdivision streets;
2. Completion of required sidewalk improvements;
3. Installation of required street trees;
4. Construction of ADA compliant curb ramps, including detectable warning surfaces;
5. Required construction materials testing; and
6. Associated engineering and surveying services as identified in the cost estimate prepared by WGLA Associates.

# TOWN OF FLETCHER

PRESTON BLAKELY  
MAYOR

MARK E. BIBERDORF  
TOWN MANAGER



COUNCIL MEMBERS:  
TREVOR LANCE  
JIM PLAYER  
KEITH REED  
AMBER MCKINNEY

## IMPROVEMENT GUARANTEE REDUCTION AND EXTENSION AGREEMENT

### The Authors Phase II

THIS IMPROVEMENT GUARANTEE REDUCTION AND EXTENSION AGREEMENT ("Agreement") is entered into this 13th day of July, 2026, by and between the TOWN OF FLETCHER, NORTH CAROLINA, a North Carolina municipal corporation ("Town"), and WINDSOR BUILT HOMES ("Developer").

WHEREAS, the Developer is constructing Phase II of The Authors Subdivision located on Rutledge Road in the Town of Fletcher, North Carolina; and

WHEREAS, North Carolina General Statutes and the Town of Fletcher Land Development Code authorize the use of improvement guarantees to ensure the completion of required public and site infrastructure improvements associated with development projects; and

WHEREAS, on May 13, 2024, the Fletcher Town Council approved an Improvement Guarantee in the form of a Surety Performance Bond in the amount of One Hundred Seventy-Eight Thousand Four Hundred Twenty-Five Dollars (\$178,425.00) to secure completion of certain public and site infrastructure improvements for Phase II of The Authors Subdivision; and

WHEREAS, the approved Improvement Guarantee became effective on July 26, 2024, and is scheduled to expire on July 26, 2026; and

WHEREAS, a portion of the required improvements secured by the original Improvement Guarantee have been completed, while certain improvements remain outstanding; and

WHEREAS, the Developer has requested that the Town reduce the amount of the Improvement Guarantee to reflect the remaining work and extend the term of the guarantee to allow sufficient time for completion of the remaining improvements; and

WHEREAS, the Fletcher Town Council has determined that a reduced Improvement Guarantee in the amount of Ninety-Seven Thousand One Hundred Thirty-One Dollars and Twenty-Five Cents (\$97,131.25) is sufficient to secure completion of the remaining improvements.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

300 Old Cane Creek Road, Fletcher, NC 28732  
(828) 687-3985 (828) 687-7133 fax  
[www.fletchernc.org](http://www.fletchernc.org)

# TOWN OF FLETCHER

PRESTON BLAKELY  
MAYOR

MARK E. BIBERDORF  
TOWN MANAGER



COUNCIL MEMBERS:  
TREVOR LANCE  
JIM PLAYER  
KEITH REED  
AMBER MCKINNEY

## SECTION 1. REMAINING IMPROVEMENTS COVERED

The Improvement Guarantee shall secure completion of the following remaining Phase II improvements:

1. Final asphalt surface course installation on subdivision streets;
2. Completion of required sidewalk improvements;
3. Installation of required street trees;
4. Construction of ADA-compliant curb ramps, including detectable warning surfaces;
5. Required construction materials testing; and
6. Associated engineering and surveying services as identified in the cost estimate prepared by WGLA Associates.

## SECTION 2. GUARANTEE AMOUNT

The amount of the Improvement Guarantee shall be reduced from One Hundred Seventy-Eight Thousand Four Hundred Twenty-Five Dollars (\$178,425.00) to Ninety-Seven Thousand One Hundred Thirty-One Dollars and Twenty-Five Cents (\$97,131.25).

## SECTION 3. TERM OF GUARANTEE

The Improvement Guarantee shall remain in effect through July 26, 2028.

## SECTION 4. COMPLETION OF IMPROVEMENTS

The Developer shall complete all improvements secured by this Agreement prior to the expiration of the Improvement Guarantee.

Should the Developer determine that the improvements cannot be completed prior to the expiration date, the Developer shall submit a written request for extension to the Fletcher Town Council before the guarantee expires. Approval of any extension shall be at the sole discretion of the Town Council.

## SECTION 5. DEFAULT AND REMEDIES

If the Developer fails to complete the required improvements within the term of the Improvement Guarantee and no extension has been approved by the Town Council, the Town may pursue any and all remedies authorized by law, including calling upon the Improvement Guarantee and using the proceeds to complete the required improvements.

# TOWN OF FLETCHER

PRESTON BLAKELY  
MAYOR

MARK E. BIBERDORF  
TOWN MANAGER



COUNCIL MEMBERS:  
TREVOR LANCE  
JIM PLAYER  
KEITH REED  
AMBER MCKINNEY

## SECTION 6. EFFECT OF AGREEMENT

Except as expressly modified herein, all terms and conditions of the original Improvement Guarantee approved by the Fletcher Town Council on May 13, 2024, shall remain in full force and effect.

## SECTION 7. ENTIRE AGREEMENT

This Agreement constitutes the entire understanding of the parties regarding the reduction and extension of the Improvement Guarantee for Phase II of The Authors Subdivision and supersedes all prior discussions relating thereto.

## SECTION 8. GOVERNING LAW

This Agreement shall be governed in accordance with the laws of the State of North Carolina.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

TOWN OF FLETCHER

WINDSOR BUILT HOMES

By: \_\_\_\_\_

By: \_\_\_\_\_

Preston Blakely, Mayor

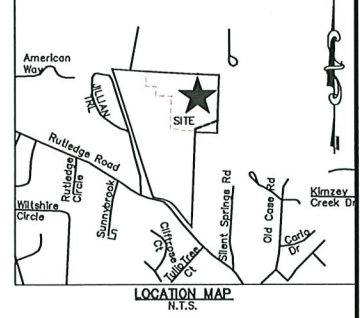
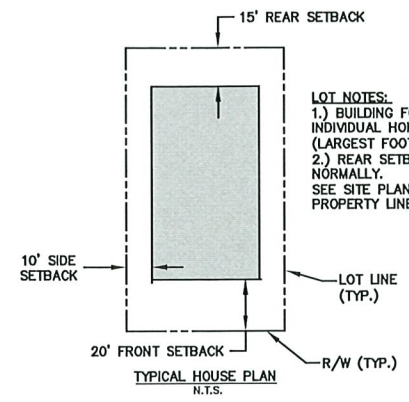
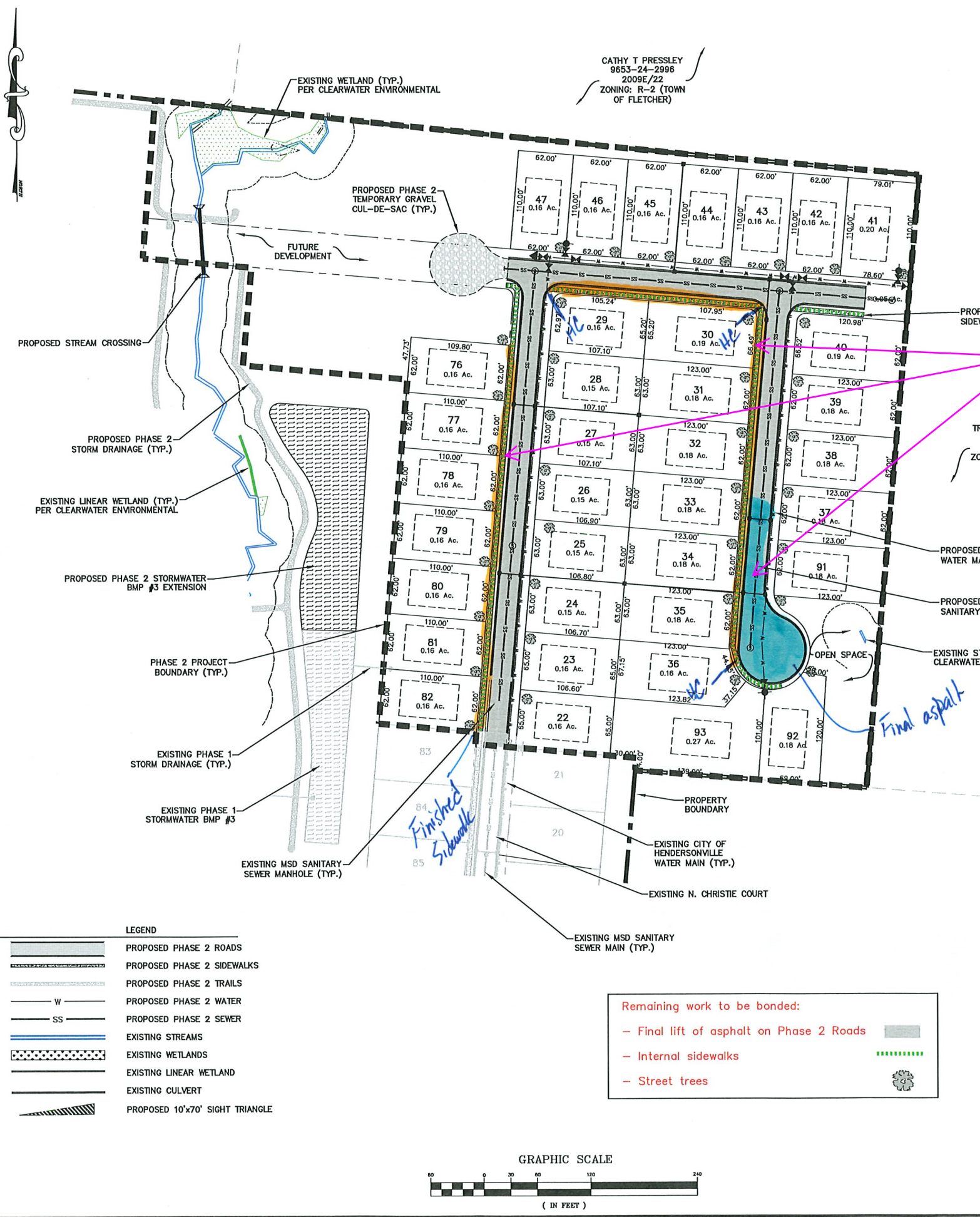
Scott Street, President

Date: \_\_\_\_\_

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Christine Thompson, Town Clerk



**WGLA Engineering**

WGLA ENGINEERING, PLLC  
724 5th AVENUE WEST  
HENDERSONVILLE, NC 28739  
(828) 687-7177  
WGLA.COM  
NC LICENSE P-1342

**Windsor Built Homes**  
Rutledge Road  
Phase 2

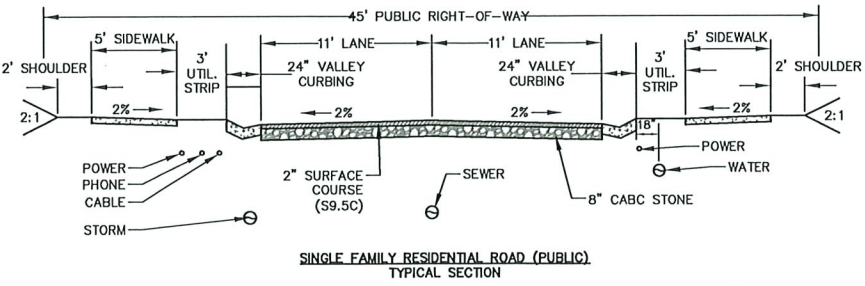
Town of Fletcher  
Henderson County  
North Carolina

**PROJECT SUMMARY**

PROJECT NAME: RUTLEDGE ROAD SUBDIVISION (PHASE 2)  
 PIN #: 9653-14-7331  
 DB/PG: 3775/272  
 ZONING: FLETCHER (R-2)  
 OWNER/DEVELOPER: WINDSOR BUILT HOMES, SCOTT STREET, PRESIDENT, 40 WEST BROAD STREET, SUITE 500, GREENVILLE, SC 29601, 864-370-9037  
 PROPERTY ADDRESS: FLETCHER, NC 28732  
 MAILING ADDRESS: 40 WEST BROAD STREET, SUITE 500, GREENVILLE, SC 29601, 864-370-9037  
 ENGINEER: WILLIAM R. BUJE, P.E., WGLA ENGINEERING, PLLC, 724 5th AVENUE WEST, HENDERSONVILLE, NC 28739

TOTAL PROJECT AREA	10.35 AC±
PROPOSED LOTS	36 LOTS
OPEN SPACE/RECREATION AREA REQUIRED PROVIDED	500 SF X 36 LOTS = 0.41 AC. 0.85AC±
PROPOSED LENGTH OF ROADS	1,450 LF
MAXIMUM BUILDING HEIGHT	2.5 STORIES
MIN LOT WIDTH AT BUILDING LINE	60'
WATER SYSTEM	ON SITE (PUBLIC) CITY OF HENDERSONVILLE
SEWER SYSTEM	ON SITE (PUBLIC) MSD
EXISTING SETBACKS	FRONT 20' SIDE 10' REAR 15'

Highlighted areas are complete and are proposed to be removed from the bond.



**REVISIONS**

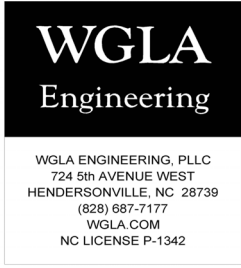
DATE	DESCRIPTION
8-16-23	SITE REVISION



PROJECT NUMBER: 23112  
 DATE: 4/23  
 DRAWN BY: KHC  
 CHECKED BY: WRB

Preliminary  
Subdivision Plan  
Phase 2

**C-201**  
SCALE: 1"=60'



**WGLA Engineering, PLLC**  
**Consulting Engineers and Land Planners**

**Preliminary Cost Estimate**  
**Windsor Built Homes - Rutledge Road**  
**Estimate to Complete Infrastrucutre - Phase 2 (Updated)**

Date: 05/26/26

Project #: 23112

<u>Item</u>	<u>Quan.</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Total Price</u>
Final Asphalt Paving	2,880	SY	\$18.00	\$51,840.00
Internal 5' Wide Concrete Sidewalks	120	SY	\$62.00	\$7,440.00
Handicap Ramps with Warning Domes	1	EA	\$1,750.00	\$1,750.00
Street Trees (1,750 LF of Roads)	37	EA	\$275.00	\$10,175.00
			SUBTOTAL	\$71,205.00
Surveying (Layout of Sidewalk Only)				\$1,500.00
Construction Materials Testing				\$2,500.00
Engineering Services (Coordination with Contractor and Town)				\$2,500.00
<b>TOTAL ESTIMATED CONSTRUCTION COST</b>				<b>\$77,705.00</b>
<b>PERFORMANCE GUARANTEE AMOUNT (125%)</b>				<b>\$97,131.25</b>

## MEMORANDUM

TO:

FROM:

COPY TO:

DATE:



SUBJECT: Year-end Tax Collectors report for FY 25/26 — Susan Heafner, Tax Collector.

Background:

Recommendation:

Attachments:

None

## MEMORANDUM

TO: Mayor & Council  
FROM: Mark Biberdorf, Town Manager  
COPY TO: Heather Taylor, Assistant Town Manager  
Tyler Morrow, Planning & Zoning Director  
DATE: 6/30/2026  
SUBJECT: Town Center Update - Mark Biberdorf, Town Manager



### Background:

Attached for Town Council's information is a memo detailing recent developer interest in the Town Center project. I will provide additional background on these discussions at the meeting.

### Recommendation:

Informational only.

### Attachments:

1. Memo To Council. Town Center Update

## MEMORANDUM

TO: Mayor and Town Council

FROM: Mark E. Biberdorf, Town Manager *MEB*

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

DATE: June 30, 2026

SUBJECT: Town Center Update

The Town Center project is not yet under contract but there has been a recent surge in interest from the developer community. Here is an overview of the several companies that have either reached out to learn more about our project or are actively considering formal engagement.

### Lewis Real Estate

Lewis Real Estate was our former developer of record. This past year they reached out to us about wanting to put together another proposal. They first however wanted to determine if the Town would be willing to be actively engaged in assisting with the traffic improvement requirements for a new project. We have since agreed to assist in identifying traffic improvement issues and have submitted an Express Design request to the French Broad MPO. The Express Design helps to identify specific improvements and a cost estimate for the work.

The other issue that Lewis Real Estate wanted to know is if we would be willing to work with a phased approach to the project. We already had an element of phasing in our former agreement with them so this should not be a problem in entertaining us with a new agreement.

At present, we are awaiting more details about what they would like to propose for the property. We are scheduled to meet with them again on July 15. We hope to have more substantive details to share after that meeting.

### Impeccable Development/Impeccable Capital

Impeccable Development is a developer that our consultant, Retail Strategies, recently brought to us. Impeccable is based out of Boca Raton, Florida. They do retail projects in various states and are interested in the Highway 25 portion of our property. They are currently putting a proposal together and we are planning to meet with them next week.

Equity Development Group, LLC (DBA Comet Construction)

Barney Danzansky with Comet Construction recently reached out to me to learn more about the Town's property along Highway 25. Tyler Morrow and I will be meeting with Mr. Danzanky next week to provide more background about the Town Center project.

Dewey Property Advisors

Dewey Property Advisors is a commercial real estate brokerage firm. They are based out of Asheville and are very active in the leasing and sale of commercial properties in our area. They recently contacted our Mayor to learn more about the Town Center project. We will be meeting with them next week.

If you should have any questions in advance of the Agenda Review meeting, please let me know.

MEB/meb

## MEMORANDUM

TO: Mayor & Council

FROM: Jabbo Pressley, Public Works Dir

COPY TO: Heather Taylor, Assistant Town Manager

DATE: 7/1/2026

SUBJECT: Stormwater Improvements and Street Resurfacing for North Garden Court - Jabbo Pressley, Public Works Director



### Background:

Attached for Town Council's review and action is a memo detailing recommendations for stormwater improvements on North Garden Court in the Wildwood Gardens neighborhood. Staff will provide additional background on this item at the Agenda Review meeting.

### Recommendation:

Approve the designation of Powell Bill funds to perform the recommended improvements on North Garden Court.

### Attachments:

1. Memo to Council. North Garden Court Stormwater Improvements
2. N Garden Ct Improvements

## MEMORANDUM

TO: Mayor and Town Council

FROM: Mark E. Biberdorf, Town Manager *MEB*

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

DATE: June 30, 2026

SUBJECT: Stormwater Improvements and Street Resurfacing for North Garden Court

The area along North Garden Court in the Wildwood Gardens community has experienced significant flooding issues for many years. The events of Hurricane Helene brought further attention to the challenges with stormwater flow through this area. There are also challenges with part of the road being under Town maintenance and a small section of it being privately maintained.

Town staff and our engineering firm have recently identified several improvements that need to be made to properly accommodate stormwater flow through North Garden Court area. Those improvements are the following:

- Install 3 drainage structures across North Garden Ct. This is the result of stormwater from Wildwood Circle.
- Install a concrete drainage ditch to control the water and keep it from flowing across the road.
- Install off Right-of-Way Stormwater Improvements to control the water flowing from Wildwood Circle across a lot in Wildwood Gardens. This water will enter one of the drainage structures on North Garden Ct.
- When all work is complete, overlay North Garden Ct with asphalt.

The attached maps help to illustrate the recommended improvements detailed above.

Staff recommends using Powell Bill funds for the stormwater improvements and street resurfacing within the Town right-of-way. Because the off-right-of-way stormwater improvements are located on private property, staff recommends using the Off Right-of-Way Stormwater Grant Program to fund that portion of the project.

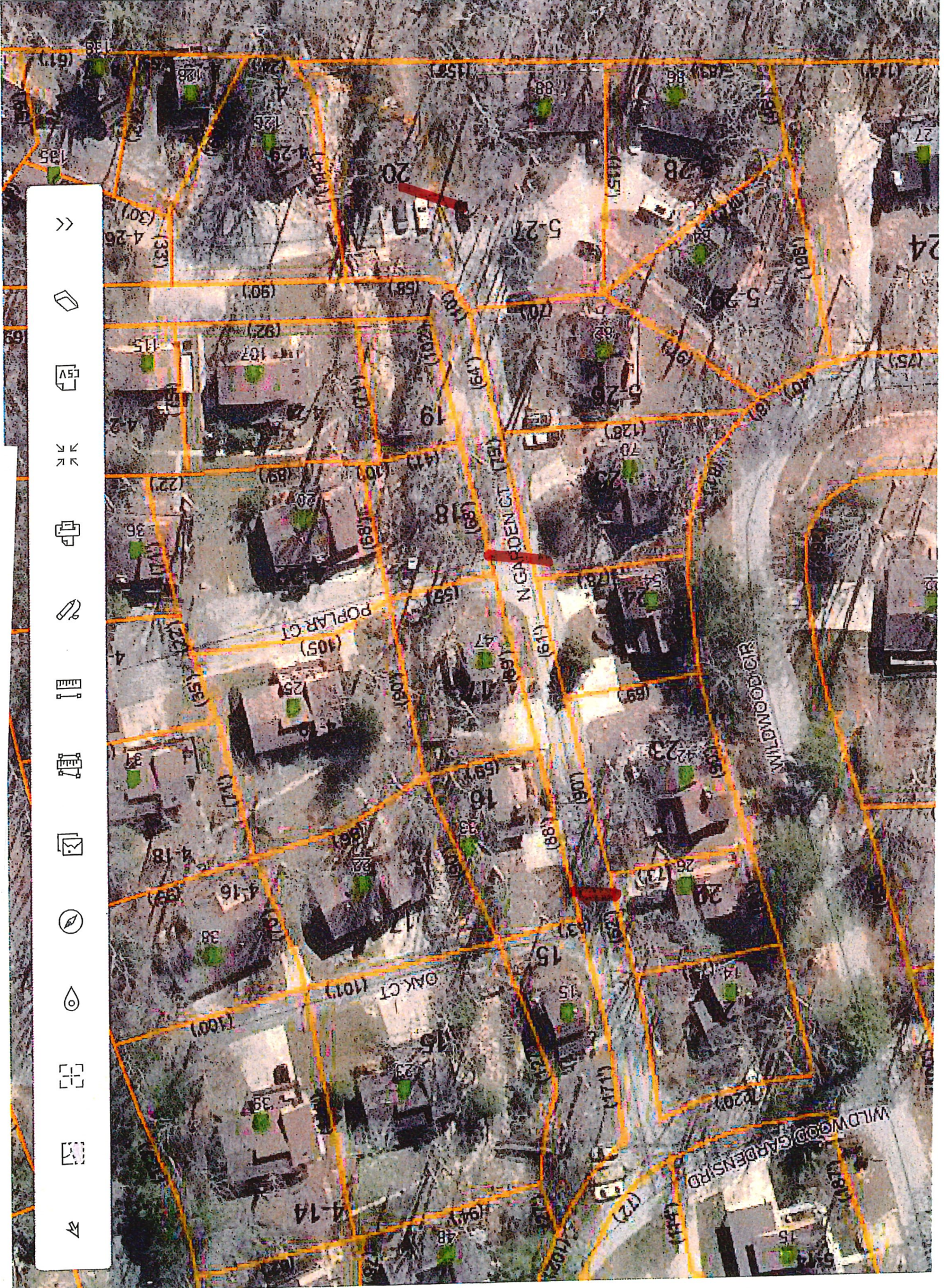
If you should have any questions on this item in advance of the Agenda Review meeting, please let me know.

MEB/meb

Attachments

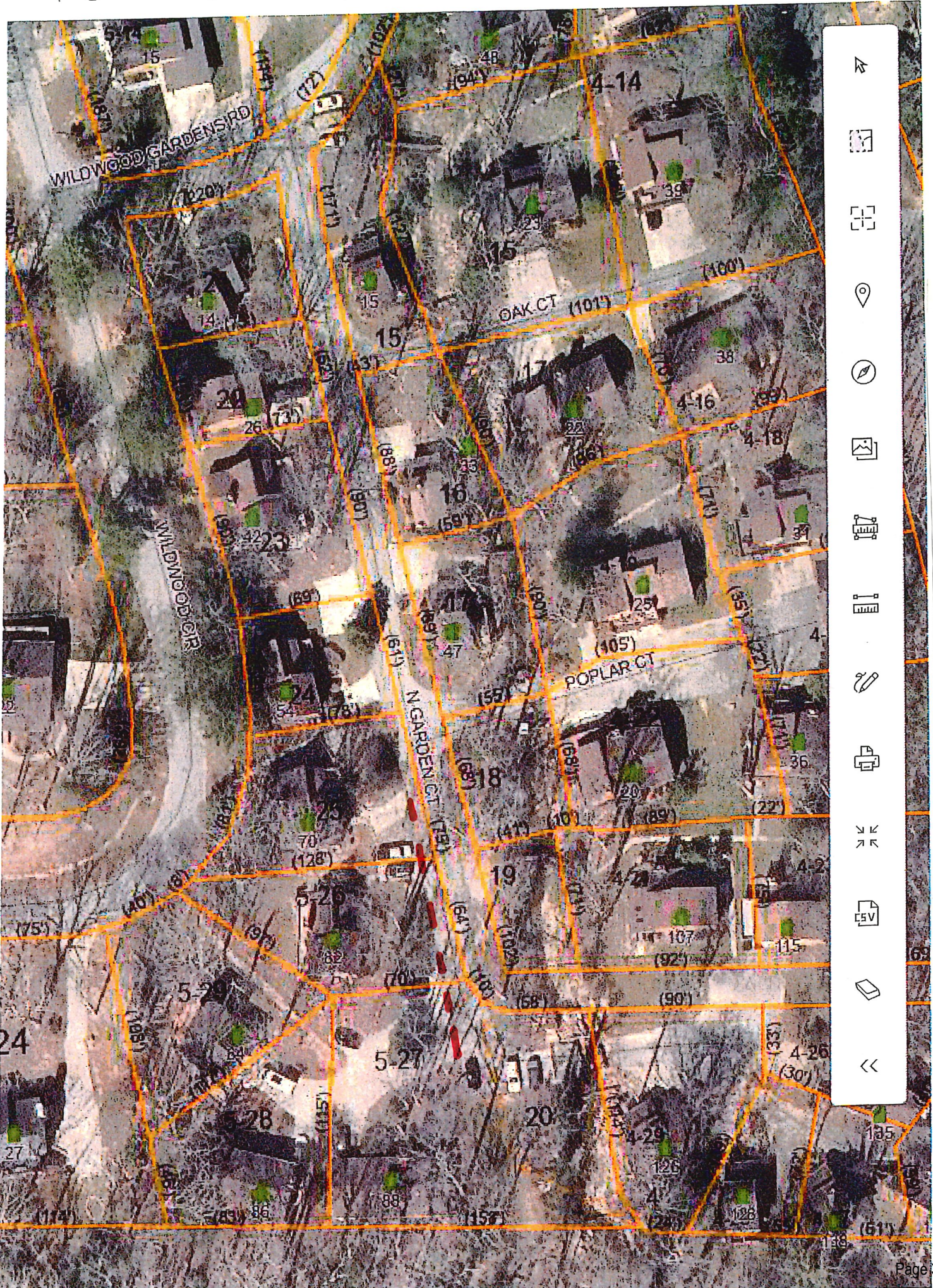






Navigation toolbar containing the following icons from left to right: a double left arrow, a house icon, a square with '5V' inside, a four-pointed star, a printer icon, a pencil icon, a vertical ruler, a horizontal ruler, a square with a diagonal line, a compass rose, a water drop, a square with a crosshair, a square with a grid, and a right arrow.

**INSTALL 3 DRAINAGE CULVERTS**



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**INSTALL CONCRETE SWELL DRAINAGE DITCH**

## MEMORANDUM

TO: Mayor & Council

FROM: Mark Biberdorf, Town Manager

COPY TO: Heather Taylor, Assistant Town Manager

DATE: 7/1/2026

SUBJECT: Additional Fund Balance Designation for Library Project - Mark Biberdorf, Town Manager



### Background:

Attached for Town Council's consideration is a memo recommending that the unassigned fund balance above the Town's policy range be moved to a restricted designation. This would be for the Library Assigned fund balance designation and would bring the total to \$1,000,000.

### Recommendation:


It is recommended that Town Council move \$950,000 in unassigned fund balance to the assigned fund balance designation for the library.

### Attachments:

1. Memo to Council. Additional Fund Balance Designation for Library Project

**MEMORANDUM**

TO: Mayor and Town Council

FROM: Mark E. Biberdorf, Town Manager 

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

DATE: July 1, 2026

SUBJECT: Additional Fund Balance Designation for Library Project

At the recent special call meeting to close our fiscal year, the suggestion for an additional fund balance designation was brought up for the library project. This was suggested considering the recent engagement with Henderson County to work on a joint project to build a new library. Staff agreed to come back with a recommendation for an amount of unassigned fund balance that could be shifted to the current fund balance designation for the library project.

I have reviewed the previously submitted report from the February Council Meeting where recommendations were made, per our Fund Balance Policy, to spend down unassigned fund balance to the top end of the desired range. This would have meant either spending approximately \$950,000 or moving that to a designated fund balance for a specific use. No action was taken at that time due to the recent reengagement with Henderson County to work on a jointly funded library facility.

Considering the above information and as an additional step to demonstrate the Town's commitment to the library project, I am recommending that Council move \$950,000 from unassigned fund balance to the current fund balance designation for a library facility. This would bring the total amount dedicated to or restricted for the library project to \$1,000,000.

If there are any questions regarding this item prior to the Agenda Review meeting, please let me know.

MEB/meb

**Public Works Department**  
**Monthly Report**  
**Ju98 2026**

Brush Pick Up

Public Works collected 398 brush orders which produced 494 Cyds of brush.

Vehicles

Maintenance was performed on 10 Police cars, Public Works Vehicles, 6 pieces of equipment and 1 P&R vehicles.

Public Works is in the process of communication with CES about a new garbage truck.

Sanitation

Public Works collected 181.77 tons of garbage for a daily average of 8.26 tons.  
Public Works collected 13 white goods.

Stormwater

Stormwater requests have increased dramatically. One has been submitted for approval and possibly four more are in the process.

## **Fletcher Parks & Recreation Department Monthly Report – June 2026**

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### **Programs & Events**

#### **Fletcher Community Farmers Market**

The Fletcher Community Farmers Market continued every Tuesday throughout June. We averaged 15–20 vendors each week offering fresh fruits and vegetables, homemade breads and baked goods, flowers, and locally made crafts. The market continues to be a great community gathering place and supports our local farmers and artisans.

#### **Summer Concert Series #1**

We hosted our first Summer Concert on June 12 at the Auction House Food Hall featuring Kristen Toole and the Toolsheds. We had a great crowd in attendance, but unfortunately a thunderstorm moved through the area, causing us to end the concert early.

#### **Summer Day Camp**

Summer Day Camp is in full swing and has successfully completed five of its nine weeks. Campers enjoy two field trips each week and swim twice a week at Cane Creek Pool. The program continues to provide a fun, safe, and engaging summer experience for our campers.

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### **Facilities & Maintenance**

#### **Bill Moore Community Park & Kate's Park**

Our maintenance team continues to do an outstanding job keeping both parks clean, safe, and welcoming for residents and visitors.

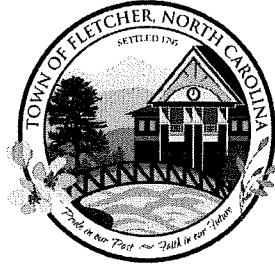
#### **June Maintenance Projects Completed:**

- Pressure washed park shelters on a weekly basis.
- Mowed Park grounds five days per week.
- Blew debris from sidewalks and playground areas.
- Conducted routine playground safety inspections.

# TOWN OF FLETCHER

PRESTON BLAKELY  
MAYOR

MARK E. BIBERDORF  
TOWN MANAGER



COUNCIL MEMBERS:  
TREVOR LANCE  
JIM PLAYER  
KEITH REED  
AMBER MCKINNEY

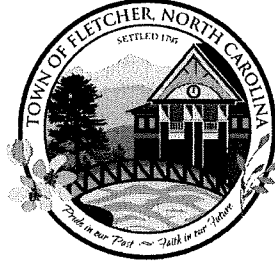
## Planning & Zoning Department Monthly Update- June 2026

- ❖ The Planning Board held its regular meeting on June 16 and considered one agenda item. The Board reviewed a sidewalk fee in lieu request for the development at 165 Cane Creek Road. Due to the site's topography and the hardship associated with constructing an ADA compliant sidewalk in this area, the applicant requested approval to pay a fee in lieu of installing the required sidewalk improvements. After reviewing the request, the Planning Board approved the proposal. The fee in lieu amount is \$25,925 and will be deposited into the Town's dedicated sidewalk fund to support future pedestrian infrastructure projects in areas of greatest need.
- ❖ Tyler, with assistance from Chris Brown of McGill Associates and Mary Roderick of the Land of Sky Regional Council, submitted the Town's draft Stormwater Management Plan to the North Carolina Department of Environmental Quality as part of the MS4 permit renewal process. The Town's current permit expires in December 2026, and state regulations require submission of a draft plan at least 180 days before permit expiration. Once approved, the updated Stormwater Management Plan will guide the Town's MS4 program over the next five years.
- ❖ Tyler attended the French Broad River Metropolitan Planning Organization Technical Coordinating Committee meeting, where transportation planning initiatives and regional transportation priorities were discussed.
- ❖ Tyler attended the Henderson County Transportation Advisory Committee meeting as Fletcher's voting representative (per Henderson County's request) while Councilman Player was unavailable. The committee reviewed and voted on the P8 (2028 through 2037 STIP) quantitative scores and available transportation funding.
- ❖ Tyler and Jabbo conducted several development site inspections during the month. The most significant was Heritage Park, where the developer has requested that the Town assume maintenance responsibility for the roads and sidewalks. Staff completed a walkthrough to identify items that should be corrected before the Town accepts the infrastructure. They also inspected The Authors Phase II to verify completed public infrastructure improvements in support of a requested reduction of the subdivision improvement bond.

# TOWN OF FLETCHER

PRESTON BLAKELY  
MAYOR

MARK E. BIBERDORF  
TOWN MANAGER



COUNCIL MEMBERS:  
TREVOR LANCE  
JIM PLAYER  
KEITH REED  
AMBER MCKINNEY

- ❖ Tyler met with representatives from the North Carolina Department of Environmental Quality and Fernleaf Environmental Consulting regarding the State's Flood Resiliency Blueprint. This statewide initiative is intended to identify, prioritize, and potentially fund projects that improve flood resilience across North Carolina. The meeting focused on existing flood mitigation efforts within Fletcher and identifying potential future projects that could be eligible for funding. Additional information about the program is available on the North Carolina Department of Environmental Quality website.
- ❖ Tyler and Mark met with Chris Brown, Mike Hanson, and Sarah Leach of McGill Associates. The meeting served as an introduction to Sarah, who will become the Town's primary stormwater contact following Chris Brown's retirement at the end of July. The Town extends its appreciation to Chris for her years of service and wishes her a well-deserved retirement!
- ❖ Tyler attended the North Carolina MS4 Program's quarterly statewide meeting led by Isaiah Reed with the North Carolina Department of Environmental Quality. The meeting provided updates on statewide MS4 program initiatives, regulatory changes, and upcoming permit requirements.
- ❖ The Town's Technical Review Committee reviewed a site plan attached to a proposed Special Use Permit application for Focus Plus Academy, which would operate within existing classroom space at Fletcher First United Methodist Church. The proposal includes utilizing two existing classrooms totaling approximately 700 square feet with no exterior building modifications, site improvements, or additional impervious surface. The existing driveway from Library Road and the signalized intersection at Hendersonville Road will continue to serve the site. Student drop off and pick up operations will utilize a circulation pattern separate from the church's existing preschool, with staggered schedules to minimize traffic conflicts. The application is anticipated to be reviewed by the Planning Board in July, with a public hearing before Town Council expected in August.