

Town of Fletcher  
Agenda Review Meeting  
09/05/17 "Tuesday"  
Minutes

Call the meeting to order at: 06:02 pm

Those who were in attendance are as follows:

Mayor Bill Moore  
Mayor Pro-Tem Eddie Henderson  
Councilwoman Sheila Franklin  
Councilman Bob Davy  
Councilman Hugh Clark  
Town Manager Mark Biberdorf

Invocation: Mayor Pro-Tem Eddie Henderson

Pledge of Allegiance: Councilwoman Sheila Franklin

\*\*\*Public Input\*\*\*

Todd Stimson of 30 Fawnhurst Lane, Fletcher. He has provided town council with a Resolution in support of medical cannabis that was passed by the city of Asheville and he would like the Town of Fletcher to pass this Resolution as well. He gave an overview of the benefits of medical cannabis.

Kerry Trammel of 30 Fawnhurst Lane, Fletcher spoke on the impact of how the recent incarceration of her husband has affected their lives and family. She stated that she really wants to fight for a change on the local level.

Approval of Minutes-corrections, additions or deletions.  
(8/07, 8/14)

**Mayor Moore** asked council to review the minutes and let any changes be known next week.

**Council Updates**

**Councilwoman Sheila Franklin:** stated that she enjoyed the parade yesterday and thanked Eddie for driving.

**Mayor Pro-Tem Eddie Henderson:** stated that he enjoyed parade yesterday as well.

**Councilman Bob Davy:** Commented on enjoying the parade yesterday and stated that his wife got an email from the head of Hospice in Hendersonville and it said that

they sold on Friday \$ 1,400 worth of merchandise and on Saturday they sold \$1,600 worth. There were a lot of people in Hendersonville this weekend.

**Councilman Hugh Clark:** commented on the park and the change of schedule and staff members that are there at different times. He said he noticed the activity and appreciates them being over there.

**Mayor Moore** commented on the apple festival breakfast that he attended with Bob and Mark and he commented on Fletcher's participation in this event on a regular basis.

### **Consent Agenda**

Approval of Zach Horn to serve on the Travel & Tourism Board as a representative for the Town of Fletcher for a 5 year term which would expire in September of 2022.

Approval of Proclamation # P-17-03 for Fall Litter Sweep to take place from September 16 through September 30, 2017.

Tax releases/refunds.

Approval of Budget Amendment # 0-17-15 to amend the FY 17/18 Budget Ordinance to cover telephone billing expenses due to recent changeover of the new phone system.

Approval of Resolution # R-17-02 to Approve the Amendment to the Financing Agreement for town hall building to reduce the interest rate.

Council has selected Saturday September 30 to have a litter sweep in the town and would like to make sure that they can get the word out to citizens and encourage them to participate in this.

**Town Manager Mark Biberdorf** went over the budget amendment to cover the recent changes/billing expenses on the phone system.

Discussion Followed:

### **Approval of park master plan for proposed park on property near Meritor-Kim Williams, Equinox Environmental.**

**Parks & Recreation Director Greg Walker** stated that Kim Williams will go over the changes to the master plan with council and that we have the Parks & Recreation Advisory board here to offer their support on this project.

**Kim Williams of Equinox Environmental** went over the updates/amendments recently made to the park master plan.

Discussion Followed:

**Parks & Recreation Director Greg Walker** answered questions town council had on this plan.

Discussion Followed:

**Parks & Recreation Board Chairman Rod Whiteside** commented on his approval of this park master plan and how he is in favor of this for Fletcher. He cited how much business income, new residents etc. this will bring into Fletcher. He stated that he would like this plan to be approved so that the Parks & Recreation board can move forward with looking at ways of funding this.

Discussion Followed:

**Improvements to main drive at Fletcher Community Park-Ben Cathey, McGill & Associates.**

**Town Manager Mark Biberdorf** stated that Ben Cathey will be here next week to go over this with council. He is getting up with DOT to get an idea of the placement of the sidewalk.

I also asked him about the re-routing the section of the trail around the entrance to do as a hard surface either in asphalt or concrete. (Alternate bid)

Discussion Followed:

Council is in favor of widening the entrance and leaving the walking trail in the place where it is currently located.

**Presentation of updated legislative priorities list for 2017-2018 Mark Biberdorf, Town Manager.**

**Town Manager Mark Biberdorf** stated that you have the list in your packet and not a lot has changed from last year and please if you have any items that you would like to add/delete I will be more than happy to make those changes. The two edits that I did make here are in item #1 where I struck out Heart of Fletcher and replaced it with Fletcher Town Center. The other one was #11 we had that language in there

for keeping the current system in place where DOT is responsible for primary and secondary road maintenance. That came about from the initiative where DOT was trying to push road maintenance back on the counties. They have sort of backed away from that. We are leaving this in there to make sure that DOT will maintain their roads to a high standard.

Once council is comfortable with this list I will start setting up meetings with our legislative delegation to review this list.

**Consideration of several DOT roads for town maintenance system-Jabbo Pressley, Public Works Director.**

**Town Manager Mark Biberdorf** stated that Jabbo Pressley will be here next week to do a follow-up item on the several roads that we were looking at in Fletcher Hills and Franem Acres. Jabbo had a meeting with DOT about 2 weeks ago and it went really well. DOT is planning on resurfacing these roads in fall or spring of next year. Once these roads are resurfaced then you would petition DOT to abandon these so that the town could take over these roads in perpetuity. Jabbo and I will look over the other roads to see if there are other (DOT roads) that we need to review.

Discussion Followed:

**Update on Fletcher Town Center project-Mark Biberdorf, Town Manager.**

**Town Manager Mark Biberdorf** stated that Eric and I met with Rob Settle almost 3 weeks ago. They are focusing efforts on these properties on the east side of Hwy 25 between Howard Gap Road and East Fanning Bridge road. They have meetings set up with various property owners. They are still interested in doing a residential component on the north side of our property and then on the Rutledge heirs property. The Rutledge heir's property is not selling. We are coming up on a year with them and I have asked them to give an update then extend our contract with them if you are still interested.

Discussion Followed:

**Comments from the Town Manager-Mark Biberdorf.**

It talked to you about a new resident welcome package or brochure. Heather and I met with Summit Marketing today on this. We are working on that and hopefully we will get them some content and send it to them to get a quote.

On the Hwy 25 corridor project McGill has finished the design (environmental review and a historical property review) and submitted to DOT for approval. Eric submitted the final pieces to the portal for DOT to review and they are finalizing this now hopefully for an October let date.

On the Parks & Recreation building I talked to Mitchel Sorin from Legerton they should have a schedule by the end of this week. They had to get back with McGill & Associates and they are working on the construction documents. They are making progress on that and there were some things that they had to get clarification on with the vehicle wash bay. I met with Mark Cathey and they have finalized their agreement for the sewer extension. As soon as I get the schedule I will share it with you.

The Fletcher Family Festival in on September 23 from 4:00 to dark. FABA will be doing their business expo starting at 3:00. We have food vendors and 2 bands playing and the fireworks when it gets dark.

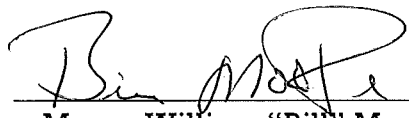
Please let us know of any items for the LGCCA meeting on October 17, 2017.

**Councilman Hugh Clark** made a motion to adjourn and it was seconded Councilwoman Sheila Franklin.

Adjourned: 08:30 pm

Approved:

10-9-17  
Date

  
Mayor William "Bill" Moore

Town of Fletcher  
Council Meeting  
Minutes  
09/12/17 (Tuesday)

Call the meeting to order at: 07:00 pm

Those who were in attendance are as follows:

Mayor Bill Moore  
Mayor Pro-Tem Eddie Henderson  
Councilwoman Sheila Franklin  
Councilman Hugh Clark  
Councilman Bob Davy  
Town Manager Mark Biberdorf  
Assistant Town Manager Heather Taylor  
Planning & Zoning Director Eric Rufa  
Parks & Recreation Director Greg Walker  
Public Works Director Jabbo Pressley

**Police Chief Erik Summey was not here at this time**

Invocation: Mayor Pro-Tem Eddie Henderson  
Pledge of Allegiance: Councilwoman Sheila Franklin

\*\*\*\*Public Input\*\*\*\*

**The following people spoke in support of medical cannabis:**

Todd Stimson of 30 Fawnhurst Lane Fletcher

Joseph Kimmel of Arden

Taylon Breeden of 2 Barntop Leicester

Kerry Trammel of 30 Fawnhurst Lane Fletcher

Delfin Tobesman of Candler

Tondra Bowers of 40 Gerber Road Apt 421 Asheville

Milton Byrd of 220 Cheyenne Court South Asheville

Cindel Williams of 28 Oak Hill Road Candler

Nancy Morrison of 1558 \_\_\_\_\_ Circle Hendersonville

Aron Clark of 1240 Gracewood Drive Hendersonville

Debra Ammons of 59 Poteet Street Fletcher

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Dennis Justice of 31 Tamis Lane Fletcher spoke against the purposed plan for the park on the town property near Meritor. He has requested that this land be used for a Recreation Center/ Dome for shelter during hurricane disasters.

Approval of Minutes-corrections, additions or deletions.  
(8/07, 8/14)

**Mayor Pro-Tem Eddie Henderson** made a motion to approve the minutes and it was seconded by Councilman Bob Davy.

**Council Updates**

**Councilwoman Sheila Franklin:** None at this time

**Mayor Pro-Tem Eddie Henderson:** Commented on the Apple parade and had a good time.

**Councilman Bob Davy:** Commented on the Apple Festival and what a great turnout there was.

**Councilman Hugh Clark:** Thanked council for taking the time to listen to public input feels that it was very informative.

**Mayor Moore** commented on the department heads for their great work during the hurricane.

**Consent Agenda**

Approval of Zach Horn to serve on the Travel & Tourism Board as a representative for the Town of Fletcher for a 5 year term which would expire in September of 2022.

Approval of Proclamation # P-17-03 for Fall Litter Sweep to take place from September 16 through September 30, 2017.

Tax releases/refunds

Approval of Budget Amendment # 0-17-15 to amend the FY 17/18 Budget Ordinance to cover telephone billing expenses due to recent changeover of the new phone system.

Approval of Resolution # R-17-02 to Approve the Amendment to the Financing Agreement for town hall building to reduce the interest rate.

**Councilman Hugh Clark** made a motion to approve the Consent Agenda and it was seconded by Mayor Pro-Tem Eddie Henderson

**Police Chief Erik Summey came in at 8:11 pm**

**Approval of park master plan for proposed park on property near Meritor-Kim Williams, Equinox Environmental.** (see attached)

**Parks & Recreation Director Greg Walker** stated that we came and presented this updated master plan last week and went through it in great length. He gave a brief overview from last week to council.

**Mayor Pro-Tem Eddie Henderson** stated that he has no issue with the plan.

**Councilman Bob Davy** stated that we are approving a plan that we are not approving a budget or timeline. We are approving a general plan and moving forward from here as staff works and monies become available.

**Councilman Bob Davy** made a motion to approve the future Fletcher Park Master plan and it was seconded by Mayor Pro-Tem Eddie Henderson.

**Councilwoman Sheila Franklin:** stated that the motion needs to be worded that way Greg stated that it will be a working document and that we reserve the right to modify actual elements or phases as we move forward.

**Councilman Bob Davy** later rescinded his motion.

**Councilwoman Sheila Franklin** make a motion to approve the master plan as a working document with the following stipulation that we reserve the right to modify specific actual elements of the park and or the phases as we move forward and it was seconded by Councilman Hugh Clark.

**Improvements to main drive at Fletcher Community Park-Ben Cathey, McGill & Associates.**

**Ben Cathey of McGill & Associates** went over the recent amendments to the plan for paving the main drive at Fletcher Community Park.

Discussion Followed:

**Mayor Moore** asked the town manager is this something that council needed to vote on?



**Town Manager Mark Biberdorf** stated that as long as there is mutual consensus among council to move forward with a bid document on this a vote is not necessary.

**Mayor Moore** stated that we do have a consensus on this.

**Councilman Bob Davy** Do we want to add those additions as alternates so that we have something to consider once bids come in?

**Town Manager Mark Biberdorf** What alternates do you want to consider? Do you want to do the drainage improvements?

**Councilman Bob Davy** stated that would be my suggestion.

Council mutually agrees to move forward with this plan now.

**Town Manager Mark Biberdorf** stated that we prefer to get this done by this fall due to the activity in the spring we would like to get this done by late October early November where activity dies down and we still have the opportunity to get asphalt down.

Discussion Followed:

**Presentation of updated Legislative priorities list for 2017-2018-Mark Biberdorf Town Manager.**

**Town Manager Mark Biberdorf** stated that went through these items with you last week and it really was a revision to item #1 and Item 11. If you are comfortable with those revisions I will make the final edits and this will be the list that

I will make these changes then we will set up meetings.

**Town Manager Mark Biberdorf** stated that he needed a motion to approve the legislative priorities list and it was so moved by Mayor Pro-Tem Eddie Henderson and it was seconded by Councilman Hugh Clark.

**Consideration of several DOT roads for town maintenance system-Jabbo Pressley, Public Works Director.**

**Public Works Director Jabbo Pressley** stated that Mark and I discussed this and he went over this with council. I have walked these roads (in Franem Acres and Fletcher Hills) and checked the culverts and I met with DOT on August 18<sup>th</sup> and told them we would take these roads over if they were willing to bring them up to

standards. They were really receptive to this idea and said that they would start pursuing this early this fall or in the spring.

Discussion Followed:

**Town Manager Mark Biberdorf** stated that as soon as they get those roads done we will do a Resolution that requests a road abandonment by DOT for the town to take over these roads for maintenance.

**Update on Fletcher Town Center project-Mark Biberdorf, Town Manager.**

**Town Manager Mark Biberdorf** stated that he went over this last week and they are focusing on retail stuff now in particular a block of properties in front of town hall along 25 between Howard Gap and East Fanning Bridge. They have an anchor that they are trying to get in there. Chrysolite Management Group (CMG) that you have heard Anthony Sparrow talk about they have engaged them to look at some other tenants to be consistent with what they are trying to do for an anchor in there. They are meeting with some of the owners and the residential side is going a little slower yet they are still interested in doing residential on the north side of town hall. It is coming on a year since we have been working with them and we want to have them in Closed Session in October.

Discussion Followed:

**Comments from the Town Manager-Mark Biberdorf.**

On the new resident welcome package we met with Summit Marketing and we are going to get a quote from them to do this. We looking at a smaller piece then the brochure that we did for marketing the town center. We are getting department heads to put together particular information that they think the residents would like to know about town services.

On the Hwy 25 corridor project design done and has been submitted to the portal for DOT. McGill & Associates has completed their part and we are looking at October for a let date for bid.

On the P & R maintenance building Legerton is pretty far along with the construction documents. They are coordinating something with McGill right now on the design of the sewer. We need to take these documents to the LGC to sync things up with the engineer and looking at December 7 for a bid opening. Waiting on the schedule/timeline for this.

Fletcher Family Festival next Saturday 4:00 pm til dark. FABA will do their expo there.

LGCCA agenda items for October.

\*\*\*Public Input\*\*\*

**None at this time**

**Mayor Moore** asked for a motion to go into Closed Session and it was so moved by Mayor Pro-Tem Eddie Henderson and seconded by Councilman Bob Davy.

**Closed Session per NCGS 143.318.11 (4) "Industrial Matters".**

**Councilman Hugh Clark** made a motion to come out of Closed Session and it was seconded by Councilwoman Sheila Franklin.

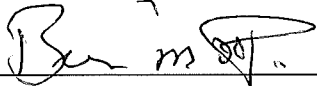
Came out of Closed Session at: 09:44 pm

**Councilman Hugh Clark** made a motion to adjourn and it was seconded by Mayor Pro-Tem Eddie Henderson.

Adjourned: 09:45 pm

Approved:

10-9-17  
Date

  
Mayor William "Bill" Moore

## MEMO

**To:** Town of Fletcher Council Members

**From:** Equinox

**Subject:** Future Fletcher Park Master Plan, Final Changes

**Date:** 9/5/2017

**cc:** Greg Walker, Parks and Recreation Director

The following is a list of final changes to the Future Fletcher Park Master Plan before it was completed. These changes were made in response to comments received from the Parks and Recreation Advisory Committee. The finalized master plan includes the following changes:

**Changes to Phasing (which changed the amounts for cost estimates)**

**PHASE 1:**

- **Play Area**
  - Pavilion and picnic tables
  - Restrooms
  - Parking lot
  - Stormwater features
  - Parallel gravel parking
  - Entrance sign and monument
- **Event Lawn** (including pavilion stage and restrooms)
- **Disc Golf Course**
- **Greenway and other natural surface trails**
- **River Access Areas**

**PHASE 2: (originally phase 1)**

- **Play Area**
  - Tennis/pickleball court
  - Playground
  - Splash pad
  - Wildflower and pollinator meadow

**BEYOND PHASE 2:**

- Boardwalk