

Town of Fletcher
Agenda Review Meeting
Minutes
December 4, 2023

Call the meeting to order at: 6:00 pm

Those who were in attendance are as follows:

Mayor Preston Blakley
Mayor Pro-Tem Bob Davy
Councilman Trevor Lance
Councilwoman Sheila Franklin
Councilman Keith Reed
Planning & Zoning Director Eric Rufa
Town Manager Mark Biberdorf

Moment of Silence:

Pledge of Allegiance:

***Public Comments ***

None at this time.

Approval minutes-corrections or deletions.
(11/6, 11/13)

No comments were made on the minutes at this time.

Council Updates

Councilwoman Sheila Franklin commented on the FABA Christmas party and how wonderful it was. She said that she really enjoyed it.

Consent Agenda

Set public hearing for January 8, 2024 to consider Rezoning R-2023-01, an application to rezone 9 parcels on Cane Creek Road and Pressley Hill Road from R-2 to NBD.

Set public hearing for January 8, 2024 to consider an amendment to the Land Development Code regarding building allowances in the M-1 district.

Approval of Budget Amendment #2 to the FYT 23/24 Budget Ordinance.

Planning & Zoning Director Eric Rufa gave a brief overview of the two public hearings that will take place at the January meeting and answered questions that council had for him on these items.

Discussion Followed:

Town Manager Mark Biberdorf commented on the budget amendment for the Actuated Flasher that will go on Howard Gap Road and the cost share with FernLeaf Charter School. The town's share of the cost is \$10,800.

Presentation of year end audit for Fiscal Year 2022/2023 – Carol Avery, Lowdermilk & Church & Co.

Town Manager Mark Biberdorf stated that we had a clean audit and our numbers are good as well as our fund balance increasing again. She will go over the highlights of the audit and provide a copy for you. We are in very good shape.

Presentation of Windsor Built on Town Center project- Leif Busby, Windsor Built.

Leif Busby along with Jay Alexander and Bill Fayssoux have a presentation/background on their company and the possibilities for a commercial development on the town property. They also provided some information on their past projects as well.

Discussion Followed:

Cost estimate for streets recommended for resurfacing- Ben Cathy, McGill Associates.

Town Manager Mark Biberdorf stated that he will be here next week and I will have a cost estimate later this week and will forward it to you once I have received it.

Presentation/Discussion on the registration/scheduling for the use of the pickle ball courts in Bill Moore Community park- Greg Walker, Parks & Recreation Director.

Mayor Blakely asked if Parks & Recreation Director Greg Walker will be here next week to discuss the use of the Pickle Ball courts.

Town Manager Mark Biberdorf stated that yes he will be here next week and he (Greg Walker) met with the Parks & Recreation Advisory Board and the gentlemen who had come and made the request.

Proposed schedule for FY 2024/2025 budget process- Mark Biberdorf, Town Manager.

Town Manager Mark Biberdorf stated that generally in December I try and bring a timeline for the budget process for the coming fiscal year. So our new fiscal year that starts in July 2024 would be the FY 2024/2025 fiscal year. I have a table here that is attached in your packet and this essentially starts out with budget work session in January. Typically at the regular meeting in January (1/8/24) and starting at 4 pm and then break for dinner and then start the regular meeting at 6. There are some other dates in here that I need to bring to your attention and if you would look at your calendars and let me know. I don't necessarily need an answer tonight.

Discussion Followed:

Mayor Blakely asked council if these dates look ok to them.

Council is fine with these dates.

Comments from the Town Manager Mark Biberdorf.

On the crown castle small cell wireless facilities, I don't really have anything new . I have not heard back from them since our last conversation with the company. (Jeff Lava – November 8 teams meeting). They were willing to do some type of public meeting to help with the concerns that the public might have. I will follow up with them on this.

If you have noticed our code enforcement situation on 1 Oakbrook Road that the property has sold and our police were able to remove trespassers. The company that bought it has cleaned up the property.

We had a resident earlier in the year that approached the police and then me about guard rails on a portion of Jackson road on the side where Livingston Farms is. I contacted DOT and it seemed like a good safety spot and they try to identify money to get it funded. They are not as far along as I hoped for this. They have analyzed the cost for this and have submitted it for scoring. It goes in January and they hope to know by spring if it will be funded. I will let you know.

I am starting to set up meetings with our legislators (Legislative priorities list) and I have one set up with our legislators (Legislative priorities list) and I have one set up with Robin Ramsey from Senator Tillis office for Wednesday December 20th at 3:00. Typically, we have the mayor and one other councilmember so if someone from council would like to also attend this meeting let me know.

Councilwoman Sheila Franklin will join in this meeting with the mayor.

I tired to do this with Senator's Bud's office but their representatives is no longer with them and I am not sure they have a replacement as of yet.

Also, I will start setting up other meetings with our other congressional and state delegation. I reached out to MSD to get updated numbers on extending sewer to Westfeldt, North Hudson and Dogwood Terrace. This could be something we ask for is some funding to help with this.

The other funding request we could ask for is greenway extension. In January you are going to be hearing from Rebekah Robinson of Conserving Carolina about a \$500,000 match (grant) for greenway extension.

The weekend we have Christmas in the Park and it starts Friday from 3:30 to 6:30 with the Tree lightening at 6:00 and then it will be on Saturday from 12:00 to 3:00 pm.

Mayor Blakely asked about the budget allocation from the General Assembly on the body worn cameras.

Town Manager Mark Biberdorf stated that yeah, we got notified and it is covering the entire cost which is great and it is just over \$230,000. It is covering the body worn cameras and new in car cameras. It has been approved and it is done through the office of state budget management.

Discussion Followed:

Mayor Blakely stated that he thought that it might be appropriate to appoint a new Mayor Pro-Tem next Monday and would it be better to put it on the agenda.

Town Manager Mark Biberdorf stated that we can put it on the agenda.

Town Clerk Christine Thompson asked where would you like to put this on the agenda at the beginning or at the end of the agenda.

Mayor Blakely stated that I think at the beginning of the agenda.

Mayor Blakely asked for other business from council.

Councilman Lance asked for a link to be added to the newsletter for You- Tube on our meetings with other information links listed.

Mayor Blakely asked for a motion to adjourn.

Councilman Lance stated that he would make that motion and it was seconded by Councilman Keith Reed.

Motion carries all in favor.

Adjourned at: 7:16 pm

Approved:

1/18/21
Date

Preston Blakely
Mayor Preston Blakely

Town of Fletcher
Council Meeting
Minutes
December 11, 2023

Call the meeting to order at: 6:00 pm

Those who were in attendance are as follows:

Mayor Preston Blakely
Mayor Pro-Tem Bob Davy
Councilman Trevor Lance
Councilwoman Sheila Franklin
Councilman Keith Reed
Town Manager Mark Biberdorf
Assistant Town Manager Heather Taylor
Parks & Recreation Director Greg Walker
Public Works Director Jabbo Pressley
Planning & Zoning Director Eric Rufa

Moment of Silence: Mayor Blakely asked for a moment of silence and to keep in mind those impacted by the storms in Tennessee.

Pledge of Allegiance: Mayor Blakely led the group in the Pledge of Allegiance.

Mayor Blakely acknowledged Mayor Pro-Tem/Councilmember Bob Davy for his years of service to the town and presented him with the Long Leaf Pine Award from the governor.

Public Comments

Brandon Olsen of 33 Stoney Brook Court, Fletcher thanked Councilmember Bob Davy for his service to the town.

Chris Lance of 232 Alliance Page Road, Arden spoke on the removal of plaques at Calvary Episcopal Church.

Approval of minutes-corrections, additions or deletions.
(11/6, 11/13)

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

Mayor Pro-Tem Bob Davy stated so moved and it was seconded by Councilman Keith Reed and Councilman Trevor Lance.

Motion carries all in favor.

Council Updates

Mayor Blakely thanked staff for the Christmas in the Park event despite the rain we had a great turn out.

Consent Agenda

Set public hearing for January 8, 2024 to consider Rezoning R-2023-01, an application to rezone 9 parcels on Cane Creek Road and Pressley Hill Road from R-2 to NBD

Set public hearing for January 8, 2024 to consider an amendment to the Land Development Code regarding building allowances in the M-1 district.

Approval of Budget Amendment #2 to the FY 23/24 Budget Ordinance.

Mayor Blakely asked for any comments on the items on the Consent Agenda and if not is there a motion to approve the Consent Agenda as presented.

Mayor Pro-Tem Bob Davy stated so moved and it was seconded by Councilwoman Sheila Franklin.

Motion carries all in favor.

Discussion and selection of councilmember to serve as Mayor Pro-Tem - Preston Blakely, Mayor.

Mayor Blakely thanked Mayor Pro-Tem Bob Davy for serving and stated that he has approached Councilmember Franklin about serving and she has indicated that she is willing to serve in this roll. Is there any opposition to Councilmember Franklin serving in this role and if not is there a motion to appoint Councilmember Franklin to serve in this role?

Councilman Keith Reed stated that he would make this motion and it was seconded by Councilman Trevor Lance.

Motion carries all in favor.

Presentation of year end audit for Fiscal Year 2022/2023 – Carol Avery, Lowdermilk Church & Co.

Carol Avery of Lowdermilk Church & Co went over the highlights (see attached to minutes) of the recently completed audit for FY 22/23 and answered questions that council had for her.

Discussion Followed:

Presentation by The Carland Company on the Town Center project – Brad Goodson

Brad Goodson of the Carland Company gave an overview of what his company could do for the town property on Hwy 25. He then answered questions that council had for him.

Discussion Followed:

Cost estimate for streets recommended for resurfacing – Ben Cathey, McGill Associates

Ben Cathey of McGill Associates went over the cost estimate for repaving Snowball Lane and Continuum Drive. The current estimated cost is \$211,820.00 and the final cost will depend on how bids come in for the project.

Discussion Followed:

Presentation/Discussion on the registration/scheduling for the use of the pickle ball courts in Bill Moore Community park – Greg Walker, Parks & Recreation Director.

Parks & Recreation Director Greg Walker went over the data that he has collected so far on pickle ball registration/court use.

Discussion Followed:

It has been decided to wait until the spring (to gather more data) before making any adjustments to registration/use of the pickle ball courts.

Proposed schedule for FY 2024-2025 budget process – Mark Biberdorf, Town Manager

Town Manager Mark Biberdorf went over the proposed schedule for the FY 2024-2025 Budget year.

Council is fine with the Budget schedule for the upcoming year.

Comments from the Town Manager Mark Biberdorf.

Last week I mentioned the alternative sites for Crown Castle and I emailed Jeff Lava at Crown Castle this afternoon. They are far along with the site on underwood road and they are going to send us the latitude and longitude because we want to see where it will specifically be placed. (Buncombe or Henderson county) The Fanning Bridge Road site they are still working on and running into some issues with DOT right of way.

Discussion Followed:

On the code enforcement action on 1 Oakbrook Road which has been released as it has been sold and the property has been cleaned up.

Last week I mentioned about putting a guard rail on Jackson Road. We had an inquiry from a resident about a traffic accident on Jackson road in which they ran off the road there. I put in a request to DOT to put guard rails in and they have responded and their putting in a review/analysis to Raleigh and we will know in the spring if it will score high enough to be considered/funded.

Last week I mentioned that we are having a legislative meeting with one of our representatives. Robin Ramsey from Senator Tillis office as we are meeting with her on December 20th with our Mayor and Mayor Pro-Tem. Also, I have reached out to MSD about getting an updated sewer estimate for Westfeldt, Dogwood Terrace and N Hudson and they have provided me with an update on the cost.

Christmas in the Park was great despite the rain and thank you to our staff and volunteers that help put it all together.

The radar trailer we ordered has arrived and the police department will be the ones managing it and where to put it (with the assistance of public works) and gathering the data as well. Livingston Farms is going to be our first area where it will be placed.

Mayor Blakely commented on the recent cyber-attack on the City of Hendersonville and asked Town Manager Mark Biberdorf did we have some sort of security/safe guards in place.

Town Manager Mark Biberdorf stated that yes Matthew from One who Serves is constantly updating our software and an additional protection that we have done is that we have training that all employees have to take regularly on how to recognize suspicious emails/spam.

Councilwoman Sheila Franklin asked if our data is backed up daily so in case someone were to try a ransom.

Town Manager Mark Biberdorf stated that yes, it is backed up daily every 15 minutes or hour.

Mayor Pro-Tem Bob Davy asked about questionable sites and them trying to get in our system.

Town Manager Mark Biberdorf stated that Matthew keeps track of that.

Discussion Followed:

Mayor Blakely asked for a motion to adjourn.

Councilman Trevor Lance stated make a motion and it was seconded by Mayor Pro-Tem Bob Davy.

Motion carries all in favor.

Adjourned: 7:36 pm

Approved:

1/18/24
Date

Preston Blakely
Mayor Preston Blakely

Town of Fletcher
Financial Highlights
Years Ended June 30, 2023 and 2022

<u>General Fund</u>	<u>2023</u>	<u>2022</u>
Cash and investments	\$ 10,252,340	\$ 6,883,107
Total assets	\$ 11,250,211	\$ 7,892,900
Fund balance	\$ 11,119,786	\$ 7,779,939
Total revenue	\$ 8,963,320	\$ 8,606,337
Total expenditures	\$ 8,355,297	\$ 7,780,298
Transfers in (out)	\$ 2,667,179	\$ -
Other financing sources (uses)	\$ 64,645	\$ 381,347
Increase (decrease) in fund balance	\$ 3,339,847	\$ 1,207,386
Ad valorem taxes collected	\$ 4,853,499	\$ 4,855,086
Percent of taxes collected	99.79	99.76
Investment income	\$ 179,816	\$ 5,775

Fund Balance Available

Available Balance	10,144,489	6,796,034
Expenditures and other financing sources and uses	8,310,518	7,441,783
Available Fund Balance	122.07%	91.32%

Other Funds

Cash and investments	\$ -	\$ 1,333,589
Total assets	\$ -	\$ 1,333,589
Fund equity	\$ -	\$ -
Revenues	\$ 2,667,179	\$ -
Operating expenses	\$ -	\$ -
Nonoperating revenues (expenses)	\$ -	\$ -
Transfers in/(out)	\$ (2,667,179)	\$ -
Net income (loss)	\$ -	\$ -