

PROPOSED AGENDA

Meeting of the Town of Biltmore Forest Board of Commissioners

To be held Tuesday, February 13, 2024 at 4:30 p.m.

A. Pledge of Allegiance

B. Roll Call

Mayor George F. Goosmann, III
Commissioner Fran G. Cogburn
Commissioner E. Glenn Kelly
Commissioner Doris P. Loomis

C. The minutes of the December 12, 2023 meeting will be presented for approval.

D. Public Comment

E. Departmental Reports

1. Chief of Skyland Fire and Rescue
2. Chief of Police Chris Beddingfield
3. Public Works Director Harry Buckner
4. Town Planner Tony Williams
5. Town Manager Jonathan Kanipe

F. New Business

1. Resolution 2024-01 – A Resolution Honoring the Service of Mr. Paul Zimmerman
2. Town Tick Reduction Program - Discussion
3. Ridgefield Place/Hendersonville Road Intersection - Discussion
4. Consideration of Townwide Watershed Restoration Project
Jennings Environmental - Technical Services Proposal
5. Vanderbilt Road Stormwater Upgrades Project
6. Consideration of Fiscal Year 2023-2024 Budget Amendment
7. Resolution 2024-02 – A Resolution to Approve the Sale of
Surplus Personal Property
8. Consideration of Easement for Sewer Service Line for 26 East Forest Road

G. Adjourn

For those interested in viewing the Board meeting remotely, please utilize the following information:
<https://us02web.zoom.us/j/82228455470?pwd=SG9WU0FwUjFScGZveS95b3pLTUIHdz09>

Meeting ID: 822 2845 5470

Passcode: 966757

MINUTES OF THE MEETING OF THE MAYOR AND THE TOWN COMMISSIONERS OF
BILTMORE FOREST HELD DECEMBER 12, 2023

Be it remembered by those that follow these proceedings that the Governing Board of the Town of Biltmore Forest met and conducted the following business:

Roll call taken by the Clerk:

Mayor George F. Goosmann, III, present

Commissioner Doris P. Loomis, present

Commissioner Fran Cogburn, present

Commissioner Glenn Kelly, present

Mr. Jonathan Kanipe, the Town Manager, was present. The Town Attorney, Billy Clarke, was not present.

Mayor Goosmann called the meeting to order at 4:30 pm.

The Pledge of Allegiance was conducted.

Commissioner Loomis made a motion to approve the minutes from November 14, 2023. Commissioner Cogburn seconded the motion. The motion was unanimously approved.

Chief Trevor Lance gave the report for the Skyland Fire Department. Chief Lance said there were a total of 23 calls for the month and 10 of those were false alarm calls. Chief Lance safety tip of the month is to watch space heaters and make sure they are three feet away from objects, so they don't catch on fire. They are looking forward to Santa coming over on Christmas Eve at about 9:15 am so he can say hello to the kids in Town.

Chief Chris Beddingfield gave the report for the Police Department. There were 600 calls for service. There were no arrests for the month. The traffic citations increased this past month and

the number one complaint from residents is speeding vehicles and traffic issues. Chief Beddingfield said the department did a “no shave” December and raised \$400 for the Kiwanis Aktion Club of Rutherford County. There was a substantial break in on Hemlock where the homeowner did everything right. They had a camera system and an alarm system. The suspects were only there for two minutes. They were covered up so it was very difficult to see them. Chief Beddingfield said they got a lot of leads and have also partnered with the State Bureau of Investigation to work on technology leads as well.

Chief Beddingfield said they have new radio systems that were distributed and they are working very well.

Commissioner Kelly said he did some research on the Tesla vehicles and found them not to be as reliable and very expensive to repair. Chief Beddingfield said they are doing their research right now and he is talking with the Weaverville Police Department and their Chief, who has several vehicles and is following what he is doing very closely. Chief Beddingfield said they are weighing the pros and cons of electric vehicles versus gas vehicles. It is new technology, so it is a tough decision, but they want to do what is best for the Police Department and for the Town.

Mr. Harry Buckner gave the report for the Public Works Department. The focus has been on leaf collection. Mr. Buckner said there were 79 loads of leaves and brush collected. They have completed two passes on both sides of Town so far. Mr. Buckner anticipates fifty loads for the month of December.

Mr. Buckner said the Metropolitan Sewerage District project was completed today. The greenery was also hung up for Christmas decorations outside the Town Hall and in the median. Mayor Goosmann said the parking area at Greenwood Park looks very nice. Mr. Buckner thanked Mayor Goosmann and said the parking areas have also been striped. They are also almost 90% done with the tree removal for the trail at Brooklawn Park. Mr. Buckner said the focus for December is leaf collection.

Commissioner Kelly asked about a further update on the stormwater project. Mr. Buckner said they are waiting for a total of four permanent easements that were needed for stormwater infrastructure that did not have easements on them from when it was originally built. They are currently finishing up this negotiation. Mr. Buckner said he will be meeting with a consultant next Wednesday to lay out the final bidding schedule which will be advertised in January 2024 and bids will begin in February 2024. It is a sizeable project and is unsure how long the project will be but Mr. Buckner said approximately nine months.

Mayor Goosmann asked Mr. Buckner if they are going to be able to stipe Brookside anytime soon. Mr. Buckner said they can do this if the Board would like.

Mr. Tony Williams's Planning report was referred to the Board in his absence.

Mr. Kanipe gave the report for the Town. They had a kickoff meeting with the architects last week and their consultants regarding the Master Facility Planning project. They inspected each site by walking through each building and reviewed their initial findings. Mr. Kanipe anticipated they will get more information by the end of the week with their site thoughts in terms of space needs. We will be able to reconvene after the first of the new year and bring this back to the Board.

Mr. Kanipe said Mr. Kris Wetmore has communicated to staff they have finalized what they have done in Brooklawn Park. It looks good, and they are saving one more day in case they need to do additional tree work with the trail contractor.

Planting was completed with the Cedar Hill Stabilization and Stream Restoration project. There are a lot of planting materials that were put down there. Staff will continue evaluating the site and make sure it continues to look good.

Mr. Kanipe discussed the personnel policy for Town staff and said department heads have started looking over this and will begin putting together initial findings toward the end of the year. We will also meet at the beginning of the year to discuss further details about what needs to be

addressed. We will also engage Town staff with surveys and asking further questions to redevelop the personnel policy we have.

Mr. Kanipe discussed the upcoming holiday closures as last year we adopted the State holiday calendar. This year, we will be closed Monday, December 25th through Wednesday, December 27th and again on Monday, January 1st.

New Business was discussed by Mr. Kanipe and the Consideration of Resolution 2023-02 Honoring Officer Samantha Bombace for Service to the Town. Commissioner Cogburn made a motion to approve the Resolution. Commissioner Loomis seconded the motion and was unanimously approved.

Consideration of Resolution 2023-03 was discussed and is a Resolution Awarding Badge and Service Sidarm to Retiring Officer Samantha Bombace. Commissioner Kelly made a motion to approve the Resolution. Commissioner Cogburn seconded the motion and was unanimously approved.

Chief Beddingfield reminded the audience that on December 20th, there will be a reception for Sam with a presentation of her service weapon. All are invited to attend. Samantha Bombace completed 26 years of service with the Town of Biltmore Forest.

Consideration of Resolution 2023-04 Centennial Committee. Mr. Kanipe said the Friends of Biltmore Forest Committee spearheaded initial planning efforts for the centennial events through the leadership of Cindy Holman, who chaired the Centennial anniversary sub-committee. They all did a fantastic job creating events and specific and unique activities for the year. A plaque will be made that recognizes all the members. Mr. Kanipe read the Resolution:

Commissioner Loomis made a motion to approve Resolution 2023-04, Commissioner Cogburn seconded the motion. The motion was unanimously approved.

Ms. Fran Noel presented the FY 23 Audit Presentation from Carter P.C. Ms. Noel went over the internal control letter Ms. Noel said there were also some Budget violations in the financial statement. In the general fund, the overage was due to personnel expenses which exceeded the amounts for Public Safety and debt service was also over budget due to a new loan and the payment was not included in the budget.

The water and sewer fund was over budget which is due to the sewer purchases being significantly more than what was included in the budget. Only \$185,000 was in the budget for sewer purposes and it is normally 300,000. There was an over budget comment in there for this. There were no difficulties in dealing with management and their performance. There were no disagreements over financial accounting matters. There were some journal entries but just the normal GASB (Governmental Accounting Standards Board) adjustments for pensions and debt. The adjustments did decrease the new positions of the Town by \$642,000. There will need to be a letter to the Local Government Commission to give their formal approval. I think they are behind and there will need to be a letter uploaded to them concerning the Budget violations. Ms. Noel also stated the water and sewer infrastructure may need to be replaced soon and this is a new calculation.

There was an unmodified opinion on the governmental financial statements and the major funds were the General Fund and the ARPA fund. The total assets increased by about \$700,000 and most of that was in cash. The total liability decreased by \$129,000 even with the new loan. The pension related liabilities increased about \$630,000. The total net position increased by about \$660,000. The General Fund revenues were \$50,000 more than budgeted and expenses for the General Fund were \$592,000 less than budgeted total.

The General Fund balance at year end was 4.8 million dollars which was an increase of \$675,000. The water fund revenues increased by \$81,000 over the prior year and the expenses

decreased by \$10,000 over the prior year. The property valuation for the Town was 898 million dollars which was an increase of 13 million from the previous reporting year.

Commissioner Kelly asked Ms. Noel about the water and sewer line infrastructure. Ms. Noel said the assets that are reported to the Local Government Commission are only the assets that the Town owns. Mayor Goosmann thanked Ms. Noel for her report.

Consideration of Appointment of Janet Whitworth to the Board of Adjustment in replacing Mr. Lowell Pearlman. A motion was made by Commissioner Kelly to approve the appointment. Commissioner Cogburn seconded the motion. The motion was unanimously approved.

The meeting was adjourned at 5:07pm

PUBLIC COMMENT

There was no Public Comment.

ATTEST:

Laura Jacobs
Town Clerk

George F. Goosmann, III
Mayor



Skyland Fire Rescue Biltmore Forest Incident Data January 2024



Incident Type	COUNT
745 - Alarm system activation, no fire - unintentional	2
735 - Alarm system sounded due to malfunction	1
622 - No incident found on arrival at dispatch address	2
611 - Dispatched & canceled en route	9
571 - Cover assignment, standby, moveup	1
322 - Motor vehicle accident with injuries	1
321 - EMS call, excluding vehicle accident with injury	2
311 - Medical assist, assist EMS crew	10

Total Incidents

28

Biltmore Forest Police
355 Vanderbilt Road
Biltmore Forest, NC 28803
828-274-0822
Chief M. Chris
Beddingfield



George F. Goosmann, III, Mayor
Doris P Loomis, Mayor-Pro Tem
E. Glenn Kelly, Commissioner
Fran Cogburn, Commissioner
Jonathan Kanipe, Town Manager

Biltmore Forest Police Department February 13th, 2024 Commission Report

January 2024 Data

Total Calls For Service:

700 (605 last month)

Arrests:

0-Felony Arrests-

3-Misdemeanor Arrests-1-Driving While Impaired, 1-Outstanding Warrant from Other Jurisdiction
All from Traffic Stops. 1-For Domestic Violence Protection Order Violation, Communicating
Threats, and Misuse of 911 System from a call for service.

Citations:

26-Citations for various traffic violations (30 last month)

Time Consumption Summary:

Approximations:

Business Checks- 4 hours

House Checks- 4 hours

Radar Operation- 4 hours

Vehicle Crash Investigation- 1.5 hours

Notable Calls and Projects:

Vehicle Break-ins at Doubletree solved. Great investigative work from our team and networking with Asheville Police Department. Two Juveniles were charged, with a total of 82 charges (51 felonies and 31 Misdemeanors).

Still working with the SBI on our residential burglary. Working with FBI and multiple jurisdictions on our check fraud case.

Attended NC Police Chiefs Conference. Several great speakers and networking opportunities. Heard a presentation from the police chief involved with the Parkland School Shooting on preparing for these incidents. Sent three of our employees to the same presentation the following week.

Biltmore Forest Police Department
355 Vanderbilt Rd
Biltmore Forest , NC 28803

Calls for Service

01/01/2024 - 01/31/2024

BILTMORE FOREST POLICE DEPARTMENT	Count	Percent
ALARM	24	3.43%
ANIMAL CONTROL	5	0.71%
ASSIST MOTORIST	9	1.29%
ASSIST NON-RESIDENT	1	0.14%
ASSIST OTHER AGENCY	9	1.29%
ASSIST RESIDENT	11	1.57%
B&E/VEHICLE	2	0.29%
BICYCLIST VIOLATION	1	0.14%
BUSINESS CHECK	338	48.29%
CRIME PREVENTION	14	2.00%
DEBRIS IN ROADWAY	1	0.14%
DISPUTE	1	0.14%
DISTURBANCE	1	0.14%
FOLLOW-UP INVESTIGATION	10	1.43%
FRAUD	1	0.14%
HOUSE CHECK	133	19.00%
LARCENY	1	0.14%
MEDICAL EMERGENCY	12	1.71%
ORDINACE VIOLATION	1	0.14%
POWER OUTAGE	1	0.14%
PROPERTY DAMAGE	2	0.29%
RADAR OPERATION	4	0.57%
SPECIAL ASSIGNMENT	1	0.14%
SPECIAL CHECK	2	0.29%
SUSPICIOUS ACTIVITY	5	0.71%
SUSPICIOUS PERSON	9	1.29%
SUSPICIOUS VEHICLE	28	4.00%
TALK WITH OFFICER	7	1.00%
TOWN HALL BUSINESS	1	0.14%
TRAFFIC CONTROL	2	0.29%
TRAFFIC STOP	47	6.71%
TREE DOWN	3	0.43%
VEHICLE ACCIDENT	5	0.71%
WELFARE CHECK	8	1.14%
Total Records For BILTMORE FOREST POLICE DEPARTMENT	700	Dept Calls/Total Calls 100.00%
Total Records	700	



MEMORANDUM

To: Jonathan Kanipe, Town Manager
Mayor and Board of Commissioners

From: Harry B. Buckner, PE, Director of Public Works

Re: Public Works Department *HB*
January 2024 Monthly Report

Date: February 8, 2024

Recurring Activities:

The Public Works Department has completed the following activities during the month of January:

- Collected 44.93 tons of garbage.
- Diverted 18.06 tons of recycled goods from garbage.
- Picked up 27 loads of brush and leaves (approximately 810 cubic yards) over 12 days.
- Responded to 42 total utility locate requests, comprised of 33 new requests and 9 updates.
- Visited 5 residences for Tree Assessments, approving the removal of 24 trees, and requiring the installation of six (6) trees.
- Completed daily chlorine residual tests across town and the required two (2) bacteriological tests. All tests were passed.
- Used the Beacon/Badger Meter automated meter reading system to monitor water leaks daily and attempted to contact residents of suspected leaks.
- We continue to perform litter pick-ups as needed, focusing on the entrances.
- Dedicated leaf pick-up concluded on January 11th. Brush collection resumed with the North Route beginning on January 16th and the South Route beginning on January 30th.

Miscellaneous Activities in January

- We continue our weekly routine maintenance of all public spaces including general clean-up and servicing of five (5) dog waste stations.
- We created, printed, and distributed the new 2024 recycling and brush calendars to all residents in Town.
- Responded to downed trees blocking the roadway on Vanderbilt Road, Brookside Road, and Stuyvesant Road.
- Staff reinstalled the knocked-down hydrant at the intersection of Hilltop and Ridgefield Roads.
- We had a broken radiator repaired in the brush truck.
- Installed two new house number signs.

- We have been using the tractor and blower to keep the roads cleared of leaf and other debris.
- Major transmission repairs are continuing on our back-up garbage truck and our 2016 Ford F550 garbage truck.
- Our large mowers are being serviced at the dealership in preparation for the summer mowing season.
- Staff cleaned and straightened the street signs throughout Town.
- Staff cleaned debris from numerous storm drain inlets across Town during the heavy rain event early in the month.
- We planted approximately 2000 spring bulbs in various places throughout Town in the public parks.
- Staff re-marked locations of most of the water meters throughout Town.
- We trimmed back the road shoulders along Arboretum Road.
- A malfunctioning photocell was replaced at the streetlight on Brooklawn Chase and Brookside Road.
- Staff replaced a broken storm drain lid on Amherst Road.
- The leaf vacuum trailer unit was thoroughly cleaned and prepped for summer storage.
- Christmas lights were removed from the Town Hall median.
- We patched approximately 24 potholes throughout Town.

Larger/Capital Projects Updates

Master Plan Project Area 1 & Area 9 – Vanderbilt/Stuyvesant/Lone Pine Stormwater Project

- There is a separate agenda item update for this project.

Streetlight LED Conversions and Service Upgrades

- Our last inventory indicated all streetlights are currently functioning. There are a total of 64 total streetlights in the Town.
- In conjunction with the Police Department, we will be assisting with the LPR camera installations as needed. MB Haynes Electric will be completing any conversions and improvements necessary at the desired locations to make the cameras active.
- I understand there has been a change of equipment vendors, and this new camera equipment was just recently ordered. We are waiting for the new vendor to provide and install the equipment for final wiring by Haynes.

Greenwood Park Improvements

- Installation of the replacement swing set is completed, and the swings were open for public for use on February 5th.
- The Contractor anticipates beginning construction on the picnic table slab by February 26th, weather pending. We anticipate completion of the slab within about 2 weeks. We

are already in possession of the picnic tables and other accessories to be installed at the site.

- We are awaiting contractor pricing on the bridge.
- Final paving of the walking trail will occur after the completion of the bridge and pavilion so they can be properly tied to the slabs, bridge, and adjoining areas.

Brookside Park Clean-up and Trail Construction

- Construction on the trail began on January 22, 2024, by our contractor, Long Cane Trails. They are approximately 20% complete. Construction is anticipated to continue for approximately 8 weeks, with final completion dependent on good weather.

Upcoming in February

- Staff will complete the required daily chlorine and monthly bacteriological testing, as well as quarterly disinfection byproduct tests.
- Normal brush collection will continue with the North Route on February 15, 2024, and the South Route on February 29, 2024.
- Staff and equipment are ready to respond to snow conditions as needed.
- Transmission repairs to two (2) of our garbage trucks are anticipated to be completed in February.
- Staff will repair a broken storm drain on Stuyvesant Road.
- We will be repairing a broken storm drain on Eastwood Road.
- Staff will install a new water meter at 26 E. Forest Road.
- We will assist Ms. Jacobs with the manual water meter readings in February and assist as necessary with the bimonthly water billings.
- We will be cleaning overgrowth and brush from the public space at the wye intersection of E. Forest and Forest Roads.
- We will be performing a final winter cleanup of leaves and brush in Brookside Park.
- We anticipate fertilizing, aerating, and overseeding the public parks.

As always, please do not hesitate to contact me with any questions or feedback.



MEMORANDUM

To: Jonathan Kanipe, Town Manager
Mayor and Board of Commissioners

From: Tony Williams, Town Planner

Re: January Monthly Report

Date: February 13, 2024

Recurring

- Check PD reports daily for code violations, make contact as needed to homeowners and contractors.
- Field inspections are conducted multiple times a week.
- Review plans for the Board of Adjustment for meeting packets
- Conducted site visits with the Board of Adjustment Members for all projects to be heard.
- Attended Board of Adjustment meeting (Planning Board Canceled)
- Communicate weekly with all who submit plans for approval.
- Weekly advising homeowners and contractors of the ordinances.
- Addressing violations as needed.
- Issuing permits as needed

Monthly Breakdown

- Review of potential subdivisions: 0
- Land use conferences virtual/on site: 78
- Notice of violations verbal/written: 3
- Resolved violations: 3
- Complaints: 4
- Plans reviewed: 35
- Plans reviewed for BOA: 6
- Plans reviewed for Design Review Board: 1
- Permits issued: 10

Miscellaneous

January Board of Adjustment meeting canceled due to circumstances beyond one's control.

Planning Board Chair Mr. Paul Zimmerman to be stepping down.

REVENUE & EXPENDITURE STATEMENT

07/01/2023 To 02/05/2024

Town of Biltmore Forest

FY 2023-2024

*100 in the % Used column indicates that no budget exists

Account	Budget (\$)	Current Period (\$)	YTD With Encumbrance (\$)	Encumbrance (\$)	Remaining Balance (\$)	% Used
3010 Ad Valorem Tax						
Revenue						
3010 Ad Valorem Tax						
10-3010-0000 AD VALOREM TAXES (PROPERTY)	2,980,215.00	3,005,195.93	3,005,195.93	0.00	-24,980.93	101
10-3010-0100 AD VALOREM TAXES (DMV)	122,399.00	62,159.98	62,159.98	0.00	60,239.02	51
10-3010-0200 TAX INTEREST & PENALTIES	5,000.00	3,921.81	3,921.81	0.00	1,078.19	78
3010 Ad Valorem Tax Subtotal	\$3,107,614.00	\$3,071,277.72	\$3,071,277.72	\$0.00	\$36,336.28	99
Revenue Subtotal	\$3,107,614.00	\$3,071,277.72	\$3,071,277.72	\$0.00	\$36,336.28	99
After Transfers	Excess Of Revenue Subtotal	\$3,107,614.00	\$3,071,277.72	\$3,071,277.72	\$0.00	99
3020 Unrestricted Intergovernm						
Revenue						
3020 Unrestricted Intergovernm						
10-3020-0000 FRANCHISE & UTILITIES TAX DIST.	235,200.00	113,425.53	113,425.53	0.00	121,774.47	48
10-3020-0100 ALCOHOL BEVERAGE TAX	6,500.00	0.00	0.00	0.00	6,500.00	0
10-3020-0200 BUNCOMBE COUNTY 1% TAX	835,550.00	385,855.94	385,855.94	0.00	449,694.06	46
10-3020-0300 1/2 CENT SALES TAX A.40	358,260.00	169,895.06	169,895.06	0.00	188,364.94	47
10-3020-0400 1/2 CENT SALES TAX A.42	443,961.00	205,356.42	205,356.42	0.00	238,604.58	46
10-3020-0600 SALES TAX REFUND	15,000.00	47,980.84	47,980.84	0.00	-32,980.84	320
10-3020-0700 GASOLINE TAX REFUND	5,000.00	0.00	0.00	0.00	5,000.00	0
3020 Unrestricted Intergovernm Subtotal	\$1,899,471.00	\$922,513.79	\$922,513.79	\$0.00	\$976,957.21	49
Revenue Subtotal	\$1,899,471.00	\$922,513.79	\$922,513.79	\$0.00	\$976,957.21	49
After Transfers	Excess Of Revenue Subtotal	\$1,899,471.00	\$922,513.79	\$922,513.79	\$0.00	49
3030 Restricted Intergovernmen						
Revenue						
3030 Restricted Intergovernmen						
10-3030-0000 SOLID WASTE DISPOSAL TAX	1,133.00	567.82	567.82	0.00	565.18	50
10-3030-0100 POWELL BILL	67,210.00	74,012.36	74,012.36	0.00	-6,802.36	110
10-3030-0200 ILLICIT SUBSTANCE TAX	18.00	-4.00	-4.00	0.00	22.00	-22
3030 Restricted Intergovernmen Subtotal	\$68,361.00	\$74,576.18	\$74,576.18	\$0.00	-\$6,215.18	109
Revenue Subtotal	\$68,361.00	\$74,576.18	\$74,576.18	\$0.00	-\$6,215.18	109
After Transfers	Excess Of Revenue Subtotal	\$68,361.00	\$74,576.18	\$74,576.18	\$0.00	109
3040 Permits & Fees						
Revenue						
3040 Permits & Fees						
10-3040-0000 ZONING PERMITS	30,000.00	14,041.00	14,041.00	0.00	15,959.00	47
10-3040-0100 DOG LICENSE FEE	1,300.00	1,274.60	1,274.60	0.00	25.40	98
3040 Permits & Fees Subtotal	\$31,300.00	\$15,315.60	\$15,315.60	\$0.00	\$15,984.40	49
Revenue Subtotal	\$31,300.00	\$15,315.60	\$15,315.60	\$0.00	\$15,984.40	49

REVENUE & EXPENDITURE STATEMENT

07/01/2023 To 02/05/2024

Town of Biltmore Forest

FY 2023-2024

*100 in the % Used column indicates that no budget exists

Account	Budget (\$)	Current Period (\$)	YTD With Encumbrance (\$)	Encumbrance (\$)	Remaining Balance (\$)	% Used
After Transfers	Excess Of Revenue Subtotal	\$31,300.00	\$15,315.60	\$15,315.60	\$0.00	49
3050 Investment Earnings						
Revenue						
3050 Investment Earnings						
10-3050-0000 INTEREST EARNED	148,800.00	112,072.91	112,072.91	0.00	36,727.09	75
	3050 Investment Earnings Subtotal	\$148,800.00	\$112,072.91	\$112,072.91	\$0.00	75
	Revenue Subtotal	\$148,800.00	\$112,072.91	\$112,072.91	\$0.00	75
After Transfers	Excess Of Revenue Subtotal	\$148,800.00	\$112,072.91	\$112,072.91	\$0.00	75
3060 Miscellaneous						
Revenue						
3060 Miscellaneous						
10-3060-0100 AMERICAN TOWER AGREEMENT	46,365.00	31,618.58	31,618.58	0.00	14,746.42	68
10-3060-0200 MISCELLANEOUS	20,000.00	51,207.06	51,207.06	0.00	-31,207.06	256
	3060 Miscellaneous Subtotal	\$66,365.00	\$82,825.64	\$82,825.64	\$0.00	125
	Revenue Subtotal	\$66,365.00	\$82,825.64	\$82,825.64	\$0.00	125
After Transfers	Excess Of Revenue Subtotal	\$66,365.00	\$82,825.64	\$82,825.64	\$0.00	125
3290						
Revenue						
3290						
30-3290-0000 INTEREST EARNED	4,000.00	2,694.85	2,694.85	0.00	1,305.15	67
	3290 Subtotal	\$4,000.00	\$2,694.85	\$2,694.85	\$0.00	67
	Revenue Subtotal	\$4,000.00	\$2,694.85	\$2,694.85	\$0.00	67
After Transfers	Excess Of Revenue Subtotal	\$4,000.00	\$2,694.85	\$2,694.85	\$0.00	67
3350 Commissions, Sw Chg Coll						
Revenue						
3350 Commissions, Sw Chg Coll						
30-3350-0000 COMMISSIONS, SEWER CHARGE COLL	8,000.00	3,746.92	3,746.92	0.00	4,253.08	47
	3350 Commissions, Sw Chg Coll Subtotal	\$8,000.00	\$3,746.92	\$3,746.92	\$0.00	47
	Revenue Subtotal	\$8,000.00	\$3,746.92	\$3,746.92	\$0.00	47
After Transfers	Excess Of Revenue Subtotal	\$8,000.00	\$3,746.92	\$3,746.92	\$0.00	47
3500 Other Financing						
Other Financing Source						
3500 Other Financing						
10-3500-0000 SALE OF PERSONAL PROPERTY	10,000.00	0.00	0.00	0.00	10,000.00	0
10-3500-0300 TRANSFER FROM FUND BALANCE	1,213,866.00	0.00	0.00	0.00	1,213,866.00	0
10-3500-0700 INTERGOVERNMENTAL LOAN (RESTRIC	292,000.00	0.00	0.00	0.00	292,000.00	0
	3500 Other Financing Subtotal	\$1,515,866.00	\$0.00	\$0.00	\$0.00	0
	Other Financing Source Subtotal	\$1,515,866.00	\$0.00	\$0.00	\$0.00	0

REVENUE & EXPENDITURE STATEMENT

07/01/2023 To 02/05/2024

Town of Biltmore Forest

FY 2023-2024

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Account	Budget (\$)	Current Period (\$)	YTD With Encumbrance (\$)	Encumbrance (\$)	Remaining Balance (\$)	% Used
After Transfers	Deficiency Of Revenue Subtotal	\$1,515,866.00	\$0.00	\$0.00	\$0.00	0
3710 Water Sales						
Revenue						
3710 Water Sales						
30-3710-0000	WATER CHARGES	0.00	283,367.38	283,367.38	0.00	-283,367.38 *100
30-3710-0100	MSD CHARGES	493,425.00	219,634.79	219,634.79	0.00	273,790.21 45
30-3710-0200	AMI TRANSMITTER CHARGES	7,700.00	4,094.00	4,094.00	0.00	3,606.00 53
	3710 Water Sales Subtotal	\$501,125.00	\$507,096.17	\$507,096.17	\$0.00	-\$5,971.17 101
	Revenue Subtotal	\$501,125.00	\$507,096.17	\$507,096.17	\$0.00	-\$5,971.17 101
After Transfers	Excess Of Revenue Subtotal	\$501,125.00	\$507,096.17	\$507,096.17	\$0.00	101
3730 Water Tap & Connect Fees						
Revenue						
3730 Water Tap & Connect Fees						
30-3730-0000	WATER TAP AND CONNECTION FEES	6,000.00	9,950.00	9,950.00	0.00	-3,950.00 166
	3730 Water Tap & Connect Fees Subtotal	\$6,000.00	\$9,950.00	\$9,950.00	\$0.00	-\$3,950.00 166
	Revenue Subtotal	\$6,000.00	\$9,950.00	\$9,950.00	\$0.00	-\$3,950.00 166
After Transfers	Excess Of Revenue Subtotal	\$6,000.00	\$9,950.00	\$9,950.00	\$0.00	166
3800						
Revenue						
3800						
10-3800-0000	LAW ENF.BLOCK GRANT	24,500.00	0.00	0.00	0.00	24,500.00 0
	3800 Subtotal	\$24,500.00	\$0.00	\$0.00	\$0.00	\$24,500.00 0
	Revenue Subtotal	\$24,500.00	\$0.00	\$0.00	\$0.00	\$24,500.00 0
After Transfers	Deficiency Of Revenue Subtotal	\$24,500.00	\$0.00	\$0.00	\$0.00	0
4000						
Revenue						
4000						
40-4000-1100	ARP DISTRIBUTION	451,275.58	0.00	0.00	0.00	451,275.58 0
	4000 Subtotal	\$451,275.58	\$0.00	\$0.00	\$0.00	\$451,275.58 0
	Revenue Subtotal	\$451,275.58	\$0.00	\$0.00	\$0.00	\$451,275.58 0
After Transfers	Deficiency Of Revenue Subtotal	\$451,275.58	\$0.00	\$0.00	\$0.00	0
4200 Administration						
Expenditure						
4200 Administration						
10-4200-0200	SALARIES	321,633.00	229,149.14	229,149.14	0.00	92,483.86 71
10-4200-0300	OVERTIME	3,000.00	0.00	0.00	0.00	3,000.00 0
10-4200-0500	FICA	24,605.00	17,044.85	17,044.85	0.00	7,560.15 69
10-4200-0600	HEALTH INSURANCE (MEDICAL)	42,598.00	21,296.38	21,296.38	0.00	21,301.62 50

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Town of Biltmore Forest
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Account	Budget (\$)	Current Period (\$)	YTD With Encumbrance (\$)	Encumbrance (\$)	Remaining Balance (\$)	% Used
10-4200-0650 DENTAL, VISION, LIFE INSURANCE	10,500.00	4,916.58	4,916.58	0.00	5,583.42	47
10-4200-0675 HEALTH REIMBUSEMENT ACC	7,500.00	3,500.00	3,500.00	0.00	4,000.00	47
10-4200-0700 LGERS RETIREMENT	62,815.00	44,724.12	44,724.12	0.00	18,090.88	71
10-4200-0800 401K SUPP RETIREMENT	16,232.00	10,977.65	10,977.65	0.00	5,254.35	68
10-4200-1000 ACCOUNTING & TAXES	51,400.00	52,688.06	52,688.06	0.00	-1,288.06	103
10-4200-1200 POSTAGE, PRINTING, STATIONARY	10,140.00	7,393.52	7,610.37	216.85	2,529.63	75
10-4200-1400 MILEAGE & BOARD SALARY	21,600.00	13,450.00	13,450.00	0.00	8,150.00	62
10-4200-1500 BLDG & GRNDS MAINTENANCE	20,000.00	32,738.63	32,738.63	0.00	-12,738.63	164
10-4200-3300 SUPPLIES AND EQUIPMENT	10,000.00	6,680.35	6,893.28	212.93	3,106.72	69
10-4200-5300 DUES & FEES	5,070.00	7,359.18	9,258.27	1,899.09	-4,188.27	183
10-4200-5700 MISCELLANEOUS	1,000.00	1,004.36	1,405.61	401.25	-405.61	141
10-4200-6500 STAFF DEVELOPMENT	21,395.00	9,952.89	10,199.21	246.32	11,195.79	48
4200 Administration Subtotal	\$629,488.00	\$462,875.71	\$465,852.15	\$2,976.44	\$163,635.85	74
Expenditure Subtotal	\$629,488.00	\$462,875.71	\$465,852.15	\$2,976.44	\$163,635.85	74
Before Transfers	Deficiency Of Revenue Subtotal	-\$629,488.00	-\$462,875.71	-\$462,875.71	-\$2,976.44	74
After Transfers	Deficiency Of Revenue Subtotal	-\$629,488.00	-\$462,875.71	-\$462,875.71	-\$2,976.44	74
5100 Police Department						
Expenditure						
5100 Police Department						
10-5100-0200 SALARIES	1,013,718.00	719,433.08	719,433.08	0.00	294,284.92	71
10-5100-0300 OVERTIME	30,412.00	346.14	346.14	0.00	30,065.86	1
10-5100-0400 SEPARATION ALLOWANCE	16,445.00	10,120.16	10,120.16	0.00	6,324.84	62
10-5100-0500 FICA	77,549.00	54,755.08	54,755.08	0.00	22,793.92	71
10-5100-0600 HEALTH INSURANCE (MEDICAL)	144,832.00	84,681.52	84,681.52	0.00	60,150.48	58
10-5100-0650 DENTAL, VISION, LIFE INSURANCE	35,700.00	13,185.20	13,185.20	0.00	22,514.80	37
10-5100-0675 HRA HEALTH REIMB ACCT	25,500.00	14,000.00	14,000.00	0.00	11,500.00	55
10-5100-0700 LGERS RETIREMENT	210,651.00	141,667.04	141,667.04	0.00	68,983.96	67
10-5100-0800 401K SUPP RETIREMENT	50,686.00	34,613.30	34,613.30	0.00	16,072.70	68
10-5100-1500 MAINT/REPAIR - BLDG/GROUNDS	20,000.00	14,969.69	16,493.19	1,523.50	3,506.81	82
10-5100-1600 MAINT/REPAIR - EQUIPMENT	1,000.00	742.00	992.00	250.00	8.00	99
10-5100-1700 MAINT/REPAIR - VEHICLES	10,000.00	16,478.61	16,531.30	52.69	-6,531.30	165
10-5100-3100 MOTOR FUELS	24,600.00	10,703.25	10,703.25	0.00	13,896.75	44
10-5100-3300 SUPPLIES	10,080.00	6,193.84	6,543.84	350.00	3,536.16	65
10-5100-3600 UNIFORMS	15,000.00	6,578.18	6,578.18	0.00	8,421.82	44
10-5100-3700 SOFTWARE	18,725.00	15,480.00	15,480.00	0.00	3,245.00	83
10-5100-3800 TECHNOLOGY	58,740.00	35,800.82	35,800.82	0.00	22,939.18	61
10-5100-4000 RENTALS	0.00	501.09	501.09	0.00	-501.09	*100
10-5100-5700 MISCELLANEOUS	8,265.00	8,069.55	9,939.55	1,870.00	-1,674.55	120
10-5100-5800 PHYSICAL EXAMS	2,000.00	1,776.52	1,776.52	0.00	223.48	89

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10-5100-6500 STAFF DEVELOPMENT	15,000.00	8,514.79	10,017.98	1,503.19	4,982.02	67
10-5100-7400 CAPITAL EQUIPMENT PURCHASES	169,000.00	117,006.12	140,204.66	23,198.54	28,795.34	83
5100 Police Department Subtotal	\$1,957,903.00	\$1,315,615.98	\$1,344,363.90	\$28,747.92	\$613,539.10	69
Expenditure Subtotal	\$1,957,903.00	\$1,315,615.98	\$1,344,363.90	\$28,747.92	\$613,539.10	69
Before Transfers	Deficiency Of Revenue Subtotal	-\$1,957,903.00	-\$1,315,615.98	-\$1,315,615.98	-\$28,747.92	67
After Transfers	Deficiency Of Revenue Subtotal	-\$1,957,903.00	-\$1,315,615.98	-\$1,315,615.98	-\$28,747.92	67
5200 Fire Services						
Expenditure						
5200 Fire Services						
10-5200-0000 FIRE CONTRACT	425,000.00	212,500.00	212,500.00	0.00	212,500.00	50
5200 Fire Services Subtotal	\$425,000.00	\$212,500.00	\$212,500.00	\$0.00	\$212,500.00	50
Expenditure Subtotal	\$425,000.00	\$212,500.00	\$212,500.00	\$0.00	\$212,500.00	50
Before Transfers	Deficiency Of Revenue Subtotal	-\$425,000.00	-\$212,500.00	-\$212,500.00	\$0.00	50
After Transfers	Deficiency Of Revenue Subtotal	-\$425,000.00	-\$212,500.00	-\$212,500.00	\$0.00	50
5600 Public Works						
Expenditure						
5600 Public Works						
10-5600-0200 SALARIES	211,888.00	151,091.33	151,091.33	0.00	60,796.67	71
10-5600-0300 OVERTIME	5,000.00	0.00	0.00	0.00	5,000.00	0
10-5600-0500 FICA	16,209.00	10,724.28	10,724.28	0.00	5,484.72	66
10-5600-0600 HOSPITAL INSURANCE (MEDICAL)	68,156.00	18,347.77	18,347.77	0.00	49,808.23	27
10-5600-0650 DENTAL, VISION, LIFE INSURANCE	10,500.00	3,787.98	3,787.98	0.00	6,712.02	36
10-5600-0675 HRA HEALTH REIMB ACCT	7,500.00	3,062.50	3,062.50	0.00	4,437.50	41
10-5600-0700 LGERS RETIREMENT	41,382.00	28,513.60	28,513.60	0.00	12,868.40	69
10-5600-0800 401K SUPP RETIREMENT	10,594.00	6,604.53	6,604.53	0.00	3,989.47	62
10-5600-1300 STREETLIGHTS ELECTRIC	7,000.00	11,113.90	11,113.90	0.00	-4,113.90	159
10-5600-1500 MAINT/REPAIR - BLDG/GROUNDS	9,600.00	7,032.58	7,050.96	18.38	2,549.04	73
10-5600-1600 MAINT/REPAIR- STREETLIGHTS	35,000.00	13,137.02	13,137.02	0.00	21,862.98	38
10-5600-1700 MAINT/REPAIR - VEHICLES	10,000.00	11,807.28	11,807.28	0.00	-1,807.28	118
10-5600-3100 MOTOR FUELS	20,000.00	8,419.91	8,419.91	0.00	11,580.09	42
10-5600-3300 SUPPLIES	10,000.00	6,262.80	6,462.82	200.02	3,537.18	65
10-5600-3400 STREET SIGNS & NUMBERS	1,000.00	712.25	712.25	0.00	287.75	71
10-5600-3600 UNIFORMS	8,650.00	3,553.68	4,891.53	1,337.85	3,758.47	57
10-5600-3800 TECHNOLOGY	9,500.00	252.52	252.52	0.00	9,247.48	3
10-5600-5200 PARKS	60,000.00	46,880.07	47,523.07	643.00	12,476.93	79
10-5600-5800 PHYSICAL EXAMS	500.00	0.00	0.00	0.00	500.00	0
10-5600-5900 MISCELLANEOUS	1,000.00	996.13	1,499.03	502.90	-499.03	150
10-5600-6000 CAPITAL OUTLAY	8,000.00	12,331.54	12,331.54	0.00	-4,331.54	154
10-5600-6500 STAFF DEVELOPMENT	0.00	2,036.75	2,036.75	0.00	-2,036.75	*100

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40-5600-7401 ARP CAPITAL PROJECTS	451,275.58	117,369.41	117,369.41	0.00	333,906.17	26
5600 Public Works Subtotal	\$1,002,754.58	\$464,037.83	\$466,739.98	\$2,702.15	\$536,014.60	47
Expenditure Subtotal	\$1,002,754.58	\$464,037.83	\$466,739.98	\$2,702.15	\$536,014.60	47
Before Transfers	Deficiency Of Revenue Subtotal	-\$1,002,754.58	-\$464,037.83	-\$464,037.83	-\$2,702.15	46
After Transfers	Deficiency Of Revenue Subtotal	-\$1,002,754.58	-\$464,037.83	-\$464,037.83	-\$2,702.15	46
5700 Streets & Transportation						
Expenditure						
5700 Streets & Transportation						
10-5700-1700 VEHICLE REPAIRS - STREET DEPT.	5,000.00	3.24	3.24	0.00	4,996.76	0
10-5700-2200 CONTRACTS- PAVING & STRIPING	255,000.00	49,657.75	49,657.75	0.00	205,342.25	19
10-5700-2300 SUPPLIES	10,000.00	2,254.24	2,254.24	0.00	7,745.76	23
10-5700-2400 TRAFFIC SIGNS	500.00	0.00	0.00	0.00	500.00	0
10-5700-2500 STORM WATER DRAINAGE	1,400,000.00	20,159.02	20,159.02	0.00	1,379,840.98	1
10-5700-3800 TECHNOLOGY	5,000.00	0.00	0.00	0.00	5,000.00	0
10-5700-6500 STAFF DEVELOPMENT	1,000.00	1,126.15	1,126.15	0.00	-126.15	113
10-5700-7400 CAPITAL EQUIPMENT PURCHASES	19,200.00	2,732.71	2,732.71	0.00	16,467.29	14
10-5700-7500 ENGINEERING	50,000.00	24,061.30	24,061.30	0.00	25,938.70	48
5700 Streets & Transportation Subtotal	\$1,745,700.00	\$99,994.41	\$99,994.41	\$0.00	\$1,645,705.59	6
Expenditure Subtotal	\$1,745,700.00	\$99,994.41	\$99,994.41	\$0.00	\$1,645,705.59	6
Before Transfers	Deficiency Of Revenue Subtotal	-\$1,745,700.00	-\$99,994.41	-\$99,994.41	\$0.00	6
After Transfers	Deficiency Of Revenue Subtotal	-\$1,745,700.00	-\$99,994.41	-\$99,994.41	\$0.00	6
5800 Sanitation & Recycling						
Expenditure						
5800 Sanitation & Recycling						
10-5800-0200 SALARIES	141,376.00	106,134.75	106,134.75	0.00	35,241.25	75
10-5800-0300 OVERTIME	5,000.00	0.00	0.00	0.00	5,000.00	0
10-5800-0500 FICA	11,198.00	8,047.95	8,047.95	0.00	3,150.05	72
10-5800-0600 HEALTH INSURANCE (MEDICAL)	68,156.00	14,219.66	14,219.66	0.00	53,936.34	21
10-5800-0650 DENTAL,VISION, LIFE INSURANCE	6,300.00	2,344.44	2,344.44	0.00	3,955.56	37
10-5800-0675 HRA HEALTH REIMB ACCT	4,500.00	2,625.00	2,625.00	0.00	1,875.00	58
10-5800-0700 LGERS RETIREMENT	27,611.00	19,703.81	19,703.81	0.00	7,907.19	71
10-5800-0800 401K SUPP RETIREMENT	7,069.00	5,018.87	5,018.87	0.00	2,050.13	71
10-5800-1500 GENERAL REPAIRS & MAINTENANCE	0.00	87.30	87.30	0.00	-87.30	*100
10-5800-1700 MAINT/REPAIRS - VEHICLES	40,000.00	51,581.88	52,349.13	767.25	-12,349.13	131
10-5800-3100 MOTOR FUELS	30,000.00	13,597.16	13,597.16	0.00	16,402.84	45
10-5800-3300 SUPPLIES	1,000.00	582.63	616.30	33.67	383.70	62
10-5800-3600 UNIFORMS	1,000.00	348.78	348.78	0.00	651.22	35
10-5800-3800 TECHNOLOGY	3,000.00	63.90	63.90	0.00	2,936.10	2
10-5800-5800 PHYSICAL EXAMS	500.00	0.00	0.00	0.00	500.00	0

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10-5800-5900 MISCELLANEOUS	1,000.00	1,000.00	1,000.00	0.00	0.00	100
10-5800-6000 CAPITAL OUTLAY	80,000.00	0.00	0.00	0.00	80,000.00	0
10-5800-8000 TIPPING FEES & BRUSH REMOVAL	50,000.00	28,026.26	28,026.26	0.00	21,973.74	56
10-5800-8100 RECYCLING	20,000.00	3,862.90	3,862.90	0.00	16,137.10	19
10-5800-8200 BRUSH & LEAF DISPOSAL FEES	31,200.00	23,756.00	23,756.00	0.00	7,444.00	76
5800 Sanitation & Recycling Subtotal	\$528,910.00	\$281,001.29	\$281,802.21	\$800.92	\$247,107.79	53
Expenditure Subtotal	\$528,910.00	\$281,001.29	\$281,802.21	\$800.92	\$247,107.79	53
Before Transfers	Deficiency Of Revenue Subtotal	-\$528,910.00	-\$281,001.29	-\$281,001.29	-\$800.92	53
After Transfers	Deficiency Of Revenue Subtotal	-\$528,910.00	-\$281,001.29	-\$281,001.29	-\$800.92	53
6600 General Government						
Expenditure						
6600 General Government						
10-6600-0400 OUTSIDE PROFESSIONAL SERVICES	45,959.00	9,573.58	9,573.58	0.00	36,385.42	21
10-6600-0401 LEGAL SERVICES	35,000.00	11,358.14	11,358.14	0.00	23,641.86	32
10-6600-1100 TECHNOLOGY	105,937.00	69,116.70	69,116.70	0.00	36,820.30	65
10-6600-1300 MUNICIPAL UTILITIES	40,000.00	11,887.11	11,887.11	0.00	28,112.89	30
10-6600-1500 GE. REPS. AND MAINT.	40,000.00	24,974.41	24,974.41	0.00	15,025.59	62
10-6600-2800 ELECTIONS	6,000.00	0.00	0.00	0.00	6,000.00	0
10-6600-5400 INSURANCE	110,000.00	116,751.96	116,751.96	0.00	-6,751.96	106
10-6600-6000 CONTINGENCY	50,000.00	0.00	0.00	0.00	50,000.00	0
10-6600-6100 MISCELLANEOUS	10,000.00	6,309.89	6,309.89	0.00	3,690.11	63
10-6600-6300 COMMUNITY EVENTS	55,000.00	14,168.03	14,443.03	275.00	40,556.97	26
10-6600-6301 4TH OF JULY	10,000.00	4,266.34	4,266.34	0.00	5,733.66	43
10-6600-6302 NATIONAL NIGHT OUT	7,000.00	552.16	552.16	0.00	6,447.84	8
10-6600-6303 HOLIDAY LIGHTING	21,500.00	0.00	0.00	0.00	21,500.00	0
10-6600-6304 ARBOR DAY EVENT	2,000.00	0.00	0.00	0.00	2,000.00	0
10-6600-6400 WILDLIFE MANAGEMENT	5,000.00	1,740.00	1,740.00	0.00	3,260.00	35
10-6600-6500 FOREST MANAGEMENT	60,000.00	50,900.00	50,900.00	0.00	9,100.00	85
6600 General Government Subtotal	\$603,396.00	\$321,598.32	\$321,873.32	\$275.00	\$281,522.68	53
Expenditure Subtotal	\$603,396.00	\$321,598.32	\$321,873.32	\$275.00	\$281,522.68	53
Before Transfers	Deficiency Of Revenue Subtotal	-\$603,396.00	-\$321,598.32	-\$321,598.32	-\$275.00	53
After Transfers	Deficiency Of Revenue Subtotal	-\$603,396.00	-\$321,598.32	-\$321,598.32	-\$275.00	53
6700 Debt Service						
Expenditure						
6700 Debt Service						
10-6700-0100 Police Dept Renovations-Principal	23,334.00	17,499.99	17,499.99	0.00	5,834.01	75
10-6700-0200 Street Improvements-Principal	6,667.00	5,000.01	5,000.01	0.00	1,666.99	75
10-6700-0500 Public Works Building-Principal	84,211.00	42,105.26	42,105.26	0.00	42,105.74	50
10-6700-0600 2020 POLICE CARS-PRINCIPAL	14,600.00	0.00	0.00	0.00	14,600.00	0

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10-6700-1100 Police Dept Renovations-Interest	556.00	500.07	500.07	0.00	55.93	90
10-6700-1200 Street Improvements-Interest	159.00	142.87	142.87	0.00	16.13	90
10-6700-1500 Public Works Building-Interest	14,855.00	7,781.05	7,781.05	0.00	7,073.95	52
6700 Debt Service Subtotal	\$144,382.00	\$73,029.25	\$73,029.25	\$0.00	\$71,352.75	51
Expenditure Subtotal	\$144,382.00	\$73,029.25	\$73,029.25	\$0.00	\$71,352.75	51
Before Transfers	Deficiency Of Revenue Subtotal	-\$144,382.00	-\$73,029.25	-\$73,029.25	\$0.00	51
After Transfers	Deficiency Of Revenue Subtotal	-\$144,382.00	-\$73,029.25	-\$73,029.25	\$0.00	51
8100 Water Dept.						
Expenditure						
8100 Water Dept.						
30-8100-0200 SALARIES	169,693.00	93,000.40	93,000.40	0.00	76,692.60	55
30-8100-0400 PROFESSIONAL SERVICES	5,000.00	14,535.73	16,065.87	1,530.14	-11,065.87	321
30-8100-0500 FICA	12,981.00	7,007.94	7,007.94	0.00	5,973.06	54
30-8100-0600 HEALTH INSURANCE (MEDICAL)	0.00	12,730.55	12,730.55	0.00	-12,730.55	*100
30-8100-0650 DENTAL, VISION, LIFE INSURANCE	0.00	2,152.28	2,152.28	0.00	-2,152.28	*100
30-8100-0675 HRA HEALTH REIMBURSEMENT ACCT	0.00	2,187.50	2,187.50	0.00	-2,187.50	*100
30-8100-0700 LGERS RETIREMENT	27,611.00	18,242.47	18,242.47	0.00	9,368.53	66
30-8100-0800 401K SUPP RETIREMENT	8,485.00	5,693.61	5,693.61	0.00	2,791.39	67
30-8100-1200 POSTAGE, PRINTING,& STATIONARY	5,000.00	946.52	1,857.77	911.25	3,142.23	37
30-8100-1500 GENERAL REPAIRS	25,000.00	403.75	403.75	0.00	24,596.25	2
30-8100-3300 SUPPLIES & EQUIPMENT	15,000.00	8,619.39	8,619.39	0.00	6,380.61	57
30-8100-3800 TECHNOLOGY	5,000.00	0.00	0.00	0.00	5,000.00	0
30-8100-4800 WATER PURCHASES	204,750.00	99,403.95	99,403.95	0.00	105,346.05	49
30-8100-4900 SEWER PURCHASES	396,000.00	157,783.34	157,783.34	0.00	238,216.66	40
30-8100-5000 AMI TRANSMITTER FEES	7,700.00	5,616.59	5,616.59	0.00	2,083.41	73
30-8100-5700 MISCELLANEOUS	6,196.00	0.00	0.00	0.00	6,196.00	0
30-8100-6000 CAPITAL RESERVE	178,891.00	0.00	0.00	0.00	178,891.00	0
30-8100-6500 STAFF DEVELOPMENT	5,000.00	1,098.18	1,098.18	0.00	3,901.82	22
30-8100-7400 CAPITAL IMPROVEMENT	19,200.00	0.00	0.00	0.00	19,200.00	0
8100 Water Dept. Subtotal	\$1,091,507.00	\$429,422.20	\$431,863.59	\$2,441.39	\$659,643.41	40
Expenditure Subtotal	\$1,091,507.00	\$429,422.20	\$431,863.59	\$2,441.39	\$659,643.41	40
Before Transfers	Deficiency Of Revenue Subtotal	-\$1,091,507.00	-\$429,422.20	-\$429,422.20	-\$2,441.39	39
After Transfers	Deficiency Of Revenue Subtotal	-\$1,091,507.00	-\$429,422.20	-\$429,422.20	-\$2,441.39	39

BOARD OF COMMISSIONERS MEETING STAFF MEMORANDUM

February 13, 2024



Agenda Item E-5

Town Manager's Monthly Report

Facility Planning Update

DP3 Architects continue to work on their building designs and spaces for our facility project. Staff met on site at two locations last week with the consulting engineer on the project to review the site layouts and wetland delineation on one site. DP3's space needs analysis will result in the building recommendations, and then this potential building will be fit to the specific sites. These will be provided for Board review as soon as they are available.

Park Projects

Brooklawn Park

In late November and early December, the Town removed a significant number of dead, diseased, and hazardous trees from this area, and performed invasive species removal and general cleanup. The current phase of this project involves the construction of a 1.15-mile gravel walking trail loop along either side of Fourmile Creek and around the pond. The Town has contracted with a dedicated trail construction company, Long Cane Trails, from Brevard, North Carolina to complete this work. The project broke ground on January 22, 2024, and is anticipated to last approximately 8 weeks, depending on suitable weather conditions. The walking trail will have public access near the Pond as well as along Brookside Road and Brooklawn Chase, with the goal of providing a safe, accessible, all-weather walking trail to residents who wish to engage with this beautiful natural space.

Greenwood Park

The swing set installation was completed on Monday, February 5. The Town's construction of a pavilion within the park has hit a snag, resulting in a re-assessment of this plan. It is likely that a concrete pad will be installed within the next two weeks for picnic tables. Additionally, public works staff worked this week on remedying issues with the retention basin on the east side of the park. The repair to this basin will prevent the constant flow of water into the retention pond as is currently occurring and restore the basin to its appropriate design function.

Personnel Policy Update

I held an all-staff meeting last Thursday to discuss the upcoming revisions to the Town's personnel policy. The purpose of this meeting was to receive feedback and input from staff *prior* to the revisions of the policy. Staff has undertaken a review of the existing policy and made edits related to typos, but there has been no substantive change yet. Receiving feedback from the staff prior to this work was important. Once the revisions are made, we will hold another all-staff meeting to receive feedback on potential changes, and then bring this to the Board for an initial review.

Primary Election Day -Tuesday, March 5, 2024

The Town Hall will serve as the election location for the Town as usual on Tuesday, March 5. As we have done for the past several elections, Town Hall staff will work remotely that day to allow for full utilization of the space and parking spaces. Staff will be working and available, remotely, and will have phones rolled over during the day.

STATE OF NORTH CAROLINA)
)
COUNTY OF BUNCOMBE)

TOWN OF BILTMORE FOREST
BOARD OF COMMISSIONERS

RESOLUTION 2024-01

RESOLUTION HONORING THE SERVICE OF MR. PAUL ZIMMERMAN ON THE TOWN'S PLANNING COMMISSION

WHEREAS, Mr. Paul Zimmerman has faithfully served the Town of Biltmore Forest as a Chairman of the Planning Commission for over two years; and

WHEREAS, the Mayor and Town Board of Commissioners recognize the valuable service that Mr. Paul Zimmerman has provided to the Town; and

WHEREAS, the Mayor and Town Board of Commissioners take this opportunity to express their thanks and gratitude to Mr. Zimmerman for his dedication to the Town.

NOW THEREFORE BE IT RESOLVED, that the Mayor and Town Board of Commissioners express their appreciation for the outstanding manner in which Mr. Zimmerman performed his duties and for his dedication to the Town as a member of the Planning Commission.

This the 13th day of February 2024.

George F. Goosmann, III
Mayor

Attest:

Laura Jacobs
Town Clerk

BOARD OF COMMISSIONERS MEETING STAFF MEMORANDUM

February 13, 2024



Agenda Item F-2

Town Tick Reduction Program - Discussion

Background

The Town has hosted several lectures, in-person and virtually, regarding the increase of tick-borne diseases within Biltmore Forest and Western North Carolina. Recently, the Town sent out information to residents regarding percentages of ticks collected within the Town that were positive for multiple tick-borne pathogens, including Lyme Disease. There is also a documented case of a resident who passed away as a result of Rocky Mountain Spotted Fever and multiple confirmed cases of Lyme disease within residents in the Town. There is an abundance of concern, sensitivity, and desire for action from the Town's residents and the Board to do whatever is possible to help reduce these tick populations.

The brown-legged tick (commonly known as the "deer" tick) is not just found on deer, but begins its life feeding off small rodents and may even feed off birds. The Town's mailing in December focused on methods residents could use to reduce tick populations as well as some approaches the Town was considering. These methods included recommendations for property maintenance, such as keeping grass cut low, prompt leaf removal, and simply being aware of checking for ticks when being in the outdoors. Another method mentioned was the chemical application of acaricides within rights-of-way and some public open space areas. This potential chemical application within public spaces has raised concerns from some residents, and the Board has decided to discuss this portion in greater detail. It should be noted, the Town has not sprayed any public property – rights-of-ways, parks, or woodland areas.

Potential Options

If the Board decides to hold off on the chemical applications program within public areas, there are multiple things the Town is already doing, and will continue to do, to help reduce tick populations.

Current Actions:

1. Within parks, the grassy areas are kept short which inhibits tick habitat and development.
2. The Town has participated with the North Carolina Wildlife Resources Commission's Community Deer Management Assistance Program for several years to help reduce the overpopulation of deer from the Town. These efforts continue in a humane manner and under regulation and authorization of the State.
3. The Towns' robust leaf collection program removes leaves from residential properties between November and January. In November, the Town picked up 79 loads (2,370 cubic

yards) over the course of 15 days. In December, Town staff picked up 68 loads (2,040 cubic yards) in 13 days. This is 4,410 cubic yards of leaf matter removed from residential properties in the Town, and certainly plays an important role in what the Town can do to reduce tick populations for residents from their own property.

Other Potential Actions:

1. Install a 3-foot wide barrier of wood chips between grass and woodland areas in public places. This recommendation, from the CDC and studied by the Connecticut Agricultural Experiment Station, creates a barrier that ticks do not like to cross. This would be performed in the Town's park areas where practicable.
2. Install signage, as part of a uniform signage program at all parks, informing visitors of the potential for ticks, how to check for them, and reduce the likelihood of finding them on the visitor of their pet. The Town could also provide and stock a kiosk with handheld tick repellent wipes.
3. Continue regular newsletter articles regarding tick education and information, and continue the tick-borne pathogen testing to see if numbers decrease or increase.
4. Pursue host-targeted chemical tick control for deer within Town woodland areas. From the *Connecticut Tick Management Handbook*¹,

The U.S. Department of Agriculture, Agricultural Research Service (ARS), developed passive self-treatment methods for white-tailed deer through both systemic (i.e. ivermectin-treated corn) and topical application technologies to kill ticks feeding on deer. A device termed a '4-Poster' was designed for the application of topical acaricides to white-tailed deer to prevent the successful feeding of adult ticks. It consists of a feeding station with four paint rollers that hold the pesticide. Deer self treat themselves when, because of the design, they are forced to brush against the rollers as they feed on whole kernel corn. Computer simulations of various intervention scenarios suggested that acaricide applied to white-tailed deer (assuming 90% of deer are treated and 90% tick mortality on these deer) would prevent more cases of human Lyme disease except perhaps for the best use scenario of a Lyme disease vaccine.

5. Pursue host-targeted chemical tick control for small rodents within Town woodland areas. Again, the *Connecticut Tick Management Handbook*² speaks to this, specifically for bait boxes as described below.

Another approach, using bait boxes for the topical treatment of rodents with fipronil, was first successfully evaluated for the control of *I. scapularis* on wild white-footed mice on Mason's Island, Connecticut, where the prevalence of infection of *B. burgdorferi* in the mice dropped dramatically after one year and nymphal tick populations were substantially reduced after only two years of use. Fipronil is the active ingredient in topical or spray flea and tick control products (Frontline®). In the

¹ Stafford The Connecticut Agricultural Experimentation Station, Bulletin No. 1010. pp 56-57.
<https://portal.ct.gov/-/media/CAES/DOCUMENTS/Publications/Bulletins/b1010pdf.pdf?la=en>,
Accessed 6 February 2024.

² Ibid. p 61. Accessed 6 February 2024.

laboratory, a single topical application to a mouse can kill all ticks on the animal for 4-6 weeks.

Moving Forward

The purpose of this discussion is simply to consider the best path forward for the Town's public spaces, and most notably, the rights-of-way. The chemical application of acaricide is allowable by state and federal regulatory agencies and those administering it must be licensed professionals following federal EPA guidelines. The options above – three currently occurring and five potential options – also represent effective solutions. Staff requests Board direction on how to proceed with this program.

BOARD OF COMMISSIONERS MEETING STAFF MEMORANDUM

February 13, 2024



Agenda Item F-3

Ridgefield Place/Hendersonville Road Intersection Discussion

Background

In 2022, the Town commissioned a Transportation Study. This study was performed by J.M. Teague Engineering and presented to the Town Board of Commissioners in March 2022. The study was incorporated and adopted as part of the Town's overall Comprehensive Plan in May 2022. A portion of the study focused on observations, areas for improvement, and potential improvements within the Town. One specific area noted was the intersection of Hendersonville Road and Ridgefield Place.

Description of Intersection

The intersection lies approximately 175 feet south of the signalized intersection of Eastwood and Hendersonville Roads. This signalization is important to note, as this was not installed until August 2019 when the development on the eastern side of Hendersonville Road reached full build-out and triggered a signal installation. The intersection at Ridgefield Place was noted in the traffic study in multiple places, including citizen comments, and closure or limiting ingress/egress was recommended due to the signalized intersection.

57 CHAPTER FOUR : RECOMMENDATIONS



The Ridgefield Place intersection with Hendersonville Road is unnecessary with the signalized Eastwood Road intersection nearby. Limiting left-turn movements or closing this intersection altogether may be prudent with adjacent resident support if accompanied by adding a designated right-turn lane on Eastwood Road.

*Figure 1.
2022 Transportation Study*

Potential Solutions

1. Closing the Intersection Completely

One solution is to close the intersection at this location to oncoming and outgoing traffic. Ridgefield Place is a Town-owned street and this is allowable. This would result in all traffic accessing Ridgefield Place only at the intersection on Hilltop Road. There are thirty parcels that front Ridgefield Place, some of which likely enter from Hilltop Road and others that utilize Ridgefield Place more frequently. In this instance, or any other potential change to this intersection, the Town would work closely with Buncombe County Emergency Management and Skyland Fire Department to ensure appropriate response time. In fact, the Town and Skyland FD have already planned a full review of this intersection. The 2022 Transportation Study mentioned this as a possibility, but did not include any potential costs for this work.

2. Allowing Only Right Turns (in and out) at the Intersection

In this scenario, only traffic entering Ridgefield Place from the southbound lane of Hendersonville Road would be allowed. Similarly, only traffic exiting Ridgefield Place into the southbound lane of Hendersonville Road would be allowed. NCDOT has previously provided the Town with a copy of their standard design for this type of intersection as shown on the following page. This standard design would need to be modified to fit Ridgefield Place, but provides an example. As an everyday example, this is similar to what exists at the McDonald's location off Hendersonville Road just south of Biltmore Forest near the Racquet Club. The 2022 Transportation Study included a similar design solution and estimated approximately \$10,000 for this work.

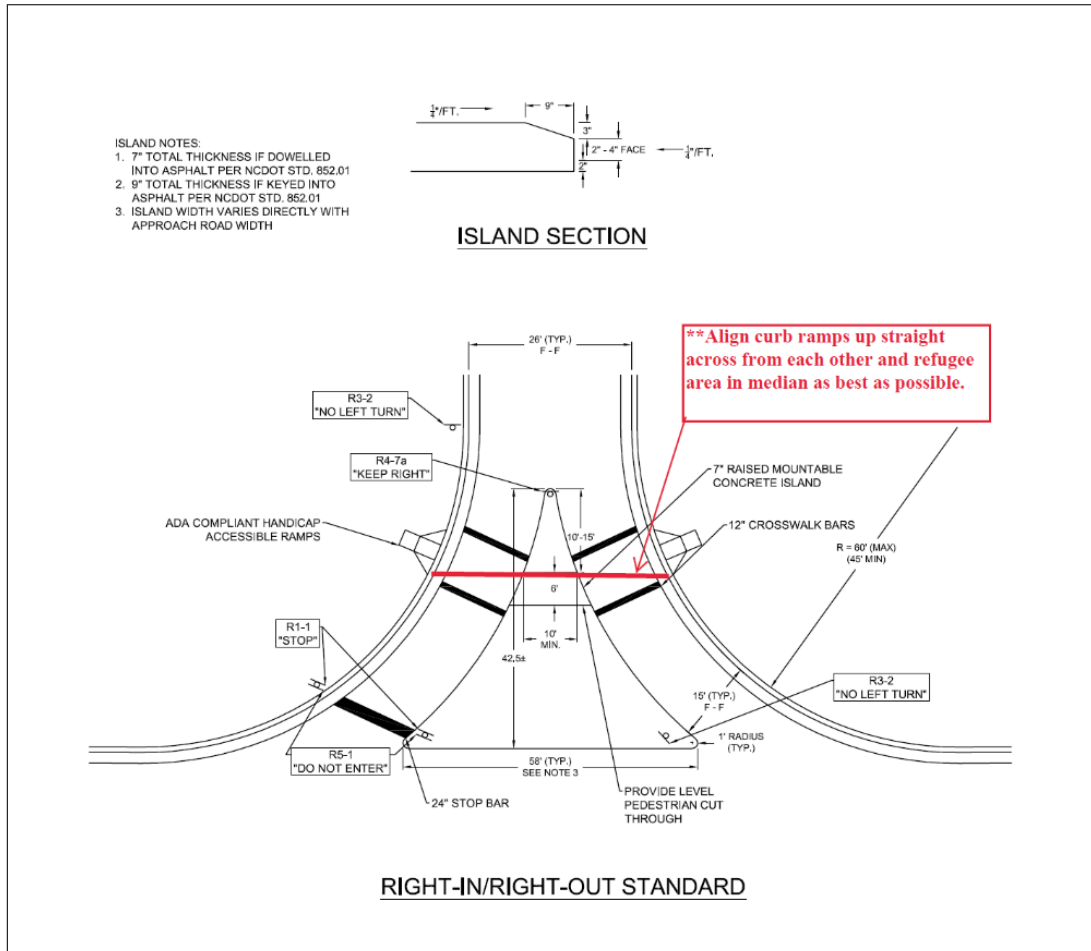


Figure 2.

3. Leave the Intersection As-Is

As noted previously, this is a Town owned street and, as such, is under the purview of the Board. There is nothing requiring the Town to move forward with either above-noted option.

Next Steps

There is no resolution required from the Board if you wish to either close the intersection, alter the intersection, or leave it as-is. Full closure of the road requires a formal notice, public hearing, and ordinance approval, but this is certainly not an option in this situation. Staff requests direction on what, if anything, the Board would like to do moving forward. Once direction is provided, we will proceed with all necessary steps.

BOARD OF COMMISSIONERS MEETING STAFF MEMORANDUM

February 13, 2024



Agenda Item F-4

Townwide Watershed Restoration Planning Project

Consideration of Technical Services Agreement with Jennings Environmental

Background

In June, the Town applied for a matching grant from the North Carolina Land and Water Fund. The Town's project proposed a comprehensive study of stream conditions and stormwater management within the Town's jurisdiction. This study will result in a prioritized list of projects for restoration and protection. The Town's objectives are to improve water quality and aquatic habitats in the Town's streams and receiving waters, protect public and private infrastructure from stream erosion and flood impacts, and enhance community understanding of the need for stream protection and flood resiliency.

There are 24 miles of jurisdictional streams within the Town limits. This project produces an actionable plan for watershed restoration projects to provide water quality and ecological benefits to local streams and the Swannanoa and French Broad Rivers. Once fully implemented, results of the plan could protect public and private infrastructure from stream erosion and flood impacts and enhance community understanding of the need for stream protection and flood resiliency.

Project Funding

The Town was notified in October that this project's full \$60,000 request was funded. The Town's commitment for this project was a 50 percent matching funds, or \$30,000. There were thirteen (13) planning projects funded by the NCLWF for a total of \$749,337. We are awaiting the full award agreement from the State, but Jennings Environmental has provided the attached proposal for technical services related to this project. Jennings Environmental assisted the Town in our most recent stream restoration project on Cedar Hill Road and assisted with the development of the grant proposal for the Town.

Staff Recommendation

The request to approve this agreement is contingent upon the final award letter and agreement between the Town and State and will be issued once that award letter is received and signed by the Town. Staff recommends approval of this agreement with Jennings Environmental and authorization at this time will allow us to proceed with the project as soon as that letter is delivered from the State. The Town's budget (Storm Water Drainage) includes the \$30,000 match for this project.

Attachments:

Town Application to NCLWF

NCLWF Scoring Document

Scope of Work Proposal from Jennings Environmental

2023 NCLWF Planning Application Budget Form

Project ID Number (admin use)	
Project Title	
Applicant Organization	
Name of Project Manager	

Whole dollar amounts only please.

NOTE: Budget guidance from the Funding Manual is reproduced below - please review before completing this form.

Requested Funds	Matching Funds	Total Cost

GMS #	Item	Requested NCLWF	Matching Funds	Cost
	Labor (Salary & Benefits Only)			
	Mapping/GIS Expenses			
	Supplies			
	Outside Consultants			
	Project Administration			
	Addnl. Expense 1			
	Addnl. Expense 2			
	Addnl. Expense 3			
	Total			

Matching Resources Table

Sources of Matching Funds (Name of Org/Entity)	Origin/Type of Matching Funds	Matching Funds Primarily Applied To	Amount	Secured/ Committed?
Total Matching Funds				

NOTE: *Please group match by source and commitment status*. One source/match line may apply to multiple funding lines above, as summarized in the 'Match Funds Primarily Applied To' column.

Budgets

How can the funds be used?

- The funding or match credit for any item not listed on this chart will be determined by NCLWF.
- All expenses reimbursed by NCLWF must occur after the award date and be substantiated by invoices.
- All expenses credited for match incurred prior to award date must be requested at time of application. Note that match incurred before award date is generally not approved for planning grants.
- Match funding must be for items otherwise eligible for NCLWF funding.
- See the Budget section Guidelines for details and restrictions on use of NCLWF funds and match funds.

Item	NCLWF Funds - expenses incurred <i>after</i> award date only	Match Funds - expenses incurred <i>after</i> award date	Match Funds - expenses incurred <i>prior to</i> award date
Stakeholder identification, contact and meetings	Yes	Yes	No
Monitoring, field work, GIS work, analysis	Yes	Yes	No
Lab work, sample processing	Yes	Yes	No
Outreach, public meetings	Yes	Yes	No
Conceptual designs, renderings, cost estimates	Yes	Yes	No
Planning report development and production	Yes	Yes	No
Training of partners and volunteers	Yes	Yes	No
Travel to project area	Yes*	Yes*	No
Project administration	Yes*	Yes*	No
Overhead (office rent, telephone, etc.)	No	No	No
Computer software and equipment	No	No	No

* limitations apply to the use of funds for this purpose

Matching Resources - Match must be for activities necessary for the completion of the project and must be backed up with receipts or other verifiable documentation of expenses. Matching resources must be for items eligible for NCLWF funds. For example, overhead may not be counted as matching resources.

NCLWF grant awards may not be used as matching funds for other NCLWF awards. Funds used as match on prior NCLWF grant awards may not be used as match on other NCLWF grant awards.

Expend matching resources at the approximately the same rate as NCLWF funds and in proportion to the original funding commitment by NCLWF. NCLWF may choose to hold requests for reimbursement of project funds if the rate of matching funds expenditures lag behind expected rates. Further, upon project completion, the original funding ratio of NCLWF funds to matching funds is to be achieved. For instance, if a grant award is approved with NCLWF providing 50% of the total budgeted project cost, NCLWF will expect at project closeout to have only contributed up to the 50% of the total project cost.

Declare in the grant application any project costs that may be incurred before the project award date. NCLWF may include matching funds contributions for costs incurred prior to the grant award date but only if such costs are specifically identified and requested by applicant at time of application.

NCLWF will reimburse project costs incurred after the grant award date - However, funds will not be available until after the execution and encumbrance of a NCLWF grant contract. Funds will be reimbursed only if they were necessary to comply with the proposed delivery schedule of the project or period of performance, are necessary and reasonable for proper and efficient accomplishment of the project and comply with all terms and conditions in the subsequent grant contract.

Construction contingency funds are to be matched at no less than 50%, i.e. grantee must provide at least 50% of any incurred contingency cost. Note that prior approval from NCLWF is required before expenditure of any contingency cost.

Project Administration costs are limited to direct labor toward Progress Reporting, Reimbursement Requests, Project Scope Management, Budget Management, and Project Schedule Management. If you request Project Administration reimbursement or want to demonstrate Project Administration as match, you must submit itemized documentation of staff/contractor hours and hourly compensation rates (salary and fringe benefits) for time spent on project administration.

Special equipment may be purchased as a monitoring expense. Special equipment is defined as equipment used only for research or other technical activities on the specific project area. An example of special equipment is a water quality monitor installed on the site. Special equipment with a unit cost over \$5,000 must have prior written approval to be purchased with NCLWF grant funds.

General equipment may not be purchased without prior written approval. General equipment is generally not permitted to be purchased with NCLWF funds. General equipment is defined as equipment not limited technical activities, which could be used on other project sites. Examples of general equipment include computers, motor vehicles, safety vests, or work boots. If an item can be used to work on other projects, it is likely general equipment and not eligible for purchase with NCLWF funds.

Travel costs are eligible for reimbursement. Travel that is specifically related to carrying out the project may be included in the project budget as match and/or requested funds. Travel expenses may be determined using a reasonable metric that the grantee otherwise uses to calculate travel expenses, or by using the standard mileage rates established by the United States Internal Revenue Service. NCLWF will only reimburse travel expenses for trips shown to be necessary to complete the project.

Sales tax for items purchased by a grantee which is a nonprofit corporation is not eligible for reimbursement using NCLWF funds. The NCLWF cannot provide funding for expenses which a nonprofit corporation could otherwise seek reimbursement for from other parts of the government, i.e., sales tax on purchases for the project. Sales tax must be subtracted from any invoices submitted by a nonprofit corporation to the NCLWF for reimbursement.

Overhead, postage, phone charge, and audit costs are not eligible as match or reimbursable project costs.



2023-801 - Town of Biltmore Forest - Townwide Stormwater and Stream Restoration Plan

SCORE: 59 **COUNTY:**Buncombe **FIELD REP:** Chelsea Blount **PROGRAM STAFF:** Will Price
REQUESTED AMOUNT: \$30,000 **MATCH AMOUNT:** \$30,000 **TOTAL BUDGET:** \$60,000 **MATCH PERCENT:** 50%
RIVER BASIN: French Broad **WATERSHED SQ MI:**

PROJECT AREA:

Streams and riparian areas within the municipal limits of the Town of Biltmore Forest.

PROJECT DESCRIPTION:

The Town of Biltmore Forest proposes to complete a comprehensive study of stream conditions and stormwater management within Town jurisdiction in order to create a prioritized list of projects for restoration and protection. The Town's objectives are to improve water quality and aquatic habitats in the Town's streams and receiving waters, protect public and private infrastructure from stream erosion and flood impacts, and enhance community understanding of the need for stream protection and flood resiliency.

PROJECT/RESOURCE SIGNIFICANCE:

Once fully implemented, results of the plan could protect public and private infrastructure from stream erosion and flood impacts and enhance community understanding of the need for stream protection and flood resiliency.

EXISTING CONDITION AND PLAN OBJECTIVES:

Within the Town of Biltmore Forest are 24 miles of jurisdictional streams, many of which are disturbed from channelization, piping, and urban stormwater impacts. This project would produce an actionable plan for watershed restoration projects to provide water quality and ecological benefits to local streams and the Swannanoa and French Broad Rivers.

SCOPE OF WORK:

- Conduct stakeholder outreach and meetings
- Compile watershed land-use and resource data
- Perform GIS analysis
- Conduct on-the-ground assessments
- Develop prioritized list of future projects
- Develop list of practices and techniques to address watershed issues
- Complete design work on top priority projects to achieve 'shovel ready'
- Conduct landowner outreach and follow-up meetings
- Manage the project in total and report to the NCLWF

RELATED NCLWF PROJECTS:

EXPENSES PRIOR TO AWARD:

None.

SOURCES OF MATCH:

Town of Biltmore Forest (\$18,000), Town of Biltmore Forest (\$12,000)

2023-801 - Biltmore Forest - Townwide Stormwater and Stream Restoration Plan

Score/Rating Breakdown

SCORE: 59

CLEAR NEED PROJECT W/ CLEAR OUTLINE, VISION (MAX 30)

A. CLEARLY DEFINES NEED, PURPOSE AND GOALS, AND PURPOSE AND GOALS FOR FOLLOWING WORK (MAX 12) **12**

■ Describes the need for the project: 4 (out of 4); ■ Specifies the purpose and goals for the planning project: 4 (out of 4); ■ Clearly describes purpose and goals for any work that would be implemented following the planning project: 4 (out of 4)

B. PROJECT ADDRESSES HOW SURFACE WATER POLLUTION WOULD BE REDUCED (MAX 12) **8**

■ Water-quality benefits and reduction of surface water pollution: 6 (out of 8) ■ Preserving natural hydrologic connections and relationships: 1 (out of 2) ■ Water-quantity/water-supply benefits: 1 (out of 2)

C. WORK TASKS ARE CLEARLY OUTLINED AND DESCRIBED (MAX 6) **6**

■ Planning project tasks outlined/described: 6

RESOURCE SIGNIFICANCE, LINKS TO OTHER PROJECTS AND PLANS (MAX 25)

A. PRIMARY RESOURCE BENEFITS **8**

Class B |8| HIGHEST SUB-SCORE: 8

B. CONSISTENCY WITH THE OBJECTIVES OF A REGIONAL BASIN-WIDE PLAN OR COMPREHENSIVE, LONG TERM LAND-USE (MAX 5) **3**

Project type and purpose is explicitly mentioned as needed |3|

OTHER PUBLIC BENEFITS (MAX 10)

A. RECREATIONAL USES AND PUBLIC ACCESS (MAX 3) **3**

Improves recreational use and public access; or will establish or improve a greenway |3|

B. PUBLIC OR SCIENTIFIC EDUCATION (MAX 2) **1**

Project that follows the planning project would be actively promoted by outreach |1|

C. PROJECT AREA RELATIVE TO PUBLIC DRINKING WATER SUPPLY (MAX 5) **2**

Project addresses sediment and nutrient pollution and a water supply intake or NC DEQ designated critical area is less than 4 miles downstream |2|

READINESS/TIMELINE FOR FOLLOW-UP PROJECT WORK (MAX 15)

A. PROJECT TIMELINE, INCLUDING READINESS TO BEGIN WORK AND TIME FOR COMPLETION (MAX 10) **7**

Applicant has done preliminary planning work or has necessary approvals from permit agency |7|

B. STATUS OF THE MATCH FUNDS REQUIRED TO IMPLEMENT THE PROJECT THAT WOULD FOLLOW THE PLANNING PROJECT (MAX 5) **0**

0% of the future project funds are secure. Rounded up to nearest 10%.

VALUE OF MATCHING RESOURCES (MAX 20)

■ Local & Federal: 50% **9**

TOTAL SCORE: **59**

October 16, 2023

Proposal: **Townwide Stormwater and Stream Restoration Plan**

Submitted to: Town of Biltmore Forest
 ATTN: Jonathan Kanipe, Town Manager
 jkanipe@biltmoreforest.org

Project Period: January 1, 2024, to June 30, 2025

Fee: \$60,000

This proposal is for technical consulting services to perform an assessment of streams and riparian areas within the municipal limits of the Town of Biltmore Forest to identify potential projects for restoration and protection. The Town was awarded a grant from the NC Land and Water Fund (NCLWF) to complete a comprehensive study of stream conditions and stormwater management within Town jurisdiction. The Town's objectives are to improve stream water quality and aquatic habitats, protect public and private infrastructure from stream erosion and flood impacts, and enhance community understanding of the need for stream protection and flood resiliency.

Project tasks to be performed by Jennings Environmental PLLC:

1. Assist the Town in conducting stakeholder outreach and meetings.
2. Compile watershed land-use and resource data.
3. Perform GIS analysis.
4. Conduct on-the-ground assessments.
5. Develop prioritized list of future projects.
6. Develop list of practices and techniques to address watershed issues.
7. Complete design work on 3 top priority projects to achieve 'shovel ready' status.
8. Assist the Town in conducting landowner outreach and follow-up meetings.
9. Assist the Town in managing the project and reporting to the NCLWF.

Assumptions:

- The Town will coordinate communications with project stakeholders regarding site access for field data collection and interactions with decision-makers as needed.
- The Town will provide GIS and other available data as needed.

Budget:

Technical Services:	\$48,000
<u>Project Administration:</u>	<u>\$12,000</u>
Total	\$60,000

Acceptance:

To accept this proposal and authorize work according to this proposal, please sign and date:

Authorized Signature

Date

Respectfully Submitted,



Gregory D. Jennings, Ph.D., P.E., President
Jennings Environmental PLLC

BOARD OF COMMISSIONERS MEETING STAFF MEMORANDUM

February 13, 2024



Agenda Item F-5

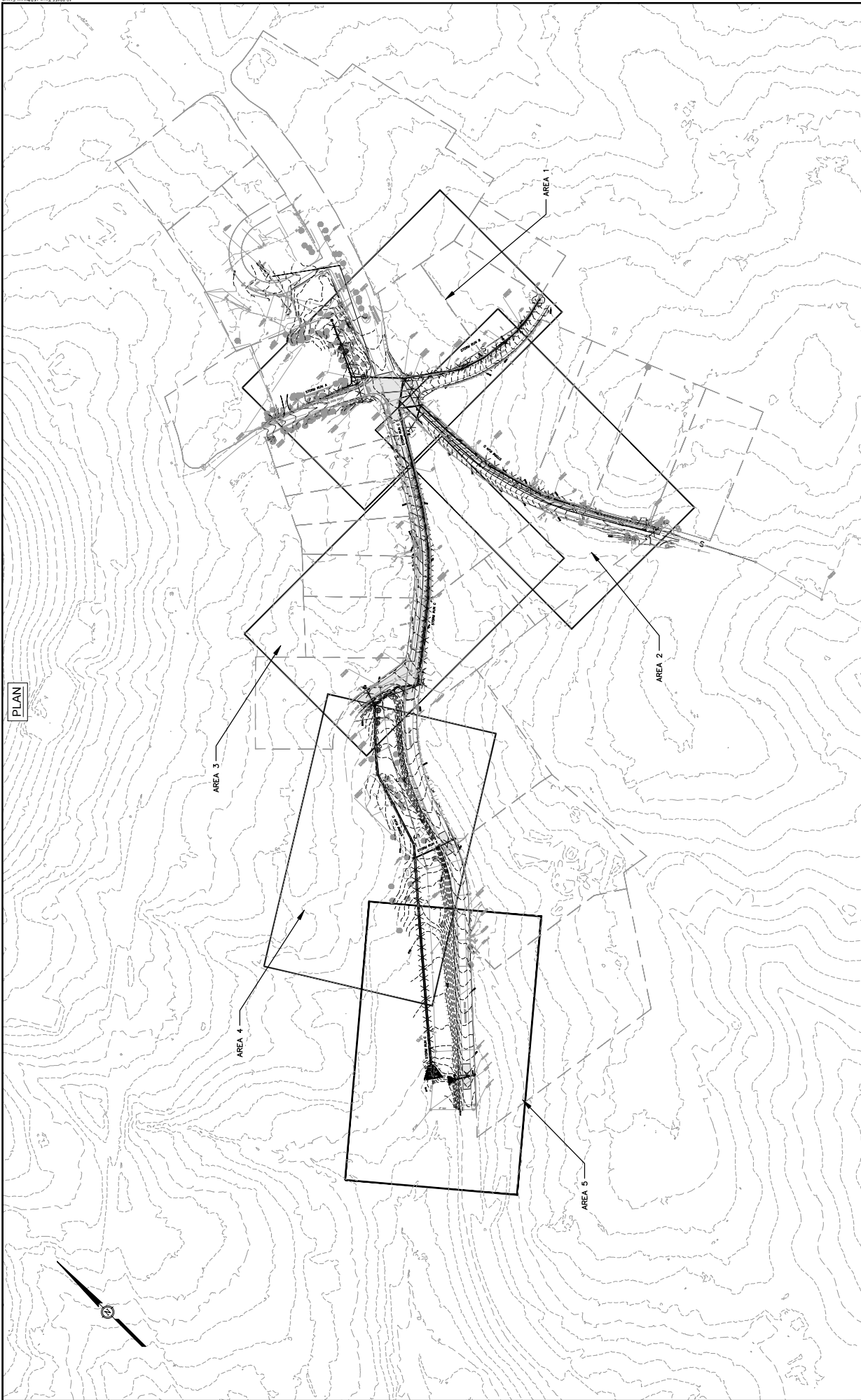
Vanderbilt Road Stormwater Project Update

Background

The Board of Commissioners approved the design project for a large stormwater project encompassing portions of Vanderbilt Road, Stuyvesant Road, and Lone Pine Roads during fiscal year 2022. As part of the fiscal year 2024 budget, the Board authorized the use of fund balance appropriations for the final design and construction of this project.

Project Update

- The consulting engineer has finalized their design and Public Works Director Harry Buckner has been working diligently to acquire easements from a few private property owners as part of this project. These finalized easements are being reviewed with the Town Attorney and will then be finalized, executed, and recorded.
- Harry met with the consultant on Wednesday, December 13th to plan the remaining schedule for this project, which is proposed as follows:
 - Advertise for Bids 1/26/2024
 - Pre-Bid Conference 2/8/2024
 - Bid Opening 2/27/2024
 - Consideration of Award 3/12/2024
 - Execute Contracts 3/19/2024
 - Notice to Proceed Issued 4/11/2024
 - Substantial Completion 10/8/2024
 - Final Completion 10/22/2024
- The Town intends to complete significant resurfacing of portions Lone Pine, Stuyvesant, and Vanderbilt Roads as part of this project. This includes Vanderbilt Road to Rosebank Park and Stuyvesant Road to the end of the project. A portion of Park Road will also be resurfaced from Vanderbilt Road to the limits of construction.
- As we move toward construction, we will alert Town residents to the upcoming project and the presence of utility contractors and equipment in this area for an extended period of time.
- A copy of the bid advertisement is attached to this memorandum, as well as a Plan Sheet showing the overall scope of work.



<p>55 Broad Street Asheville, NC 28801 828.252.0575 NC Firm License # C-0659 mcgill mcgillassociates.com</p>		<p style="transform: rotate(-45deg); border: 1px solid black; padding: 2px;">PRELIMINARY</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 5%;">NO.</th> <th style="width: 10%;">DATE</th> <th style="width: 85%;">BY</th> <th style="width: 10%;">DESCRIPTION</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>	NO.	DATE	BY	DESCRIPTION													<p style="text-align: center;">STORMWATER SYSTEM IMPROVEMENTS FOR TOWN OF BILTMORE FOREST BUNCOMBE COUNTY, NORTH CAROLINA</p>	<p style="text-align: center;">OVERALL SITE MAP</p> <p>DATE: NOV/2023 PROJECT #: 19,00155 DRAWN BY: N/A</p>	<p style="text-align: center;">SHEET C-101</p>
NO.	DATE	BY	DESCRIPTION																			

<p>GRAPHIC SCALE EQUIVALENT VALUE = 100 FEET</p>	<table border="0" style="width: 100%;"> <tr> <td style="font-size: small;">DESIGNED BY</td> <td style="font-size: small;">C. SELMAN</td> </tr> <tr> <td style="font-size: small;">CHECKED BY</td> <td style="font-size: small;">B. CATHEY</td> </tr> <tr> <td style="font-size: small;">PROJECT MANAGER</td> <td style="font-size: small;">N. SAWYER</td> </tr> </table>	DESIGNED BY	C. SELMAN	CHECKED BY	B. CATHEY	PROJECT MANAGER	N. SAWYER
DESIGNED BY	C. SELMAN						
CHECKED BY	B. CATHEY						
PROJECT MANAGER	N. SAWYER						

ADVERTISEMENT FOR BIDS
STORMWATER SYSTEM IMPROVEMENTS

Sealed bids for the project entitled **Stormwater System Improvements** will be received by the **Town of Biltmore Forest** until **2:00 p.m.** local time **February 27, 2024**, in the **Board Room** of the **Town of Biltmore Forest** located at **355 Vanderbilt Road, Biltmore Forest, North Carolina 28803**. At said place and time, all Bids that have been duly received, will be publicly opened and read aloud.

A **mandatory** pre-bid conference will be held at **10:00 a.m.** on **February 15, 2024**, at the **Town of Biltmore Forest Board room** located at **355 Vanderbilt Road, Biltmore Forest, North Carolina 28803**. Interested parties are invited to attend this meeting to review the plans, ask for additional information or clarification and to visit the project site.

The project generally consists of: demolition of portions of existing stormwater system as well as surrounding features to facilitate construction; plugging and abandoning portions of existing stormwater system; installation of stormwater collection pipes; installation of catch basins, junction boxes, and headwalls; fine grading and installation of riprap; pavement and driveway repairs; and pavement mill and overlay along portions of Lone Pine Road, Stuyvesant Road, Vanderbilt Road, and Park Road within Biltmore Forest.

Digital copies of the Bid Documents are available for download at www.mcgillassociates.com for a fee of \$75. These documents may be downloaded by entering Quest Project Number **8948822** in the search bar. **For assistance and free membership, contact Quest CDN at (952) 233-1632 or info@questcdn.com.**

Each bid shall be accompanied with a cash deposit or certified check drawn on a bank or trust company insured by the FDIC or a Bid Bond prepared on the form of Bid Bond contained in the Bidding Documents or a Surety Company's standard form and properly executed by a corporate surety licensed under the laws of North Carolina to execute such bonds. The amount of the bid bond shall be equal to **five (5) percent** of the total of the bid. The bid deposit shall be retained by the Owner if the successful bidder fails to execute the contract or fails to provide the required bonds, as stated above, within ten (10) days after the proper notice of award of the contract.

Bidders must comply with the requirements of the State of North Carolina and be appropriately licensed as a Contractor as provided in General Statutes Chapter 87.

Bidders are encouraged to only secure project bid documents as noted above. Neither the Owner nor the Engineer will be responsible for full or partial sets of Bidding Documents, including any Addenda, obtained from any source other than the Engineer and their representative plan provider, QuestCDN. Each Bidder shall be responsible for the review of all addenda for the project and shall acknowledge the addenda on the bid form.

The Owner reserves the right to reject any and all Bids, to waive informalities, or to reject non-conforming, non-responsive, or conditional bids. The Owner reserves the right to award a contract to the lowest, responsive, responsible bidder or bidders, taking into consideration quality, performance and time.

Jonathan Kanipe – Town Manager
Town of Biltmore Forest

**BOARD OF COMMISSIONERS MEETING
STAFF MEMORANDUM**

February 13, 2024



Agenda Item F-6

Consideration of FY23-24 Budget Amendment

Background

The attached budget amendment reflects current year expenditures and revenues, and includes amendments relative to these changes. This amendment recognizes the amount of donations received by the Town during the holiday season (\$28,665) from Town residents for Town employees.

Staff Recommendation

Staff recommends approval of these budget amendments.



FY 2023-2024 BUDGET ORDINANCE AMENDMENT

BE IT ORDAINED by the Governing Board of the Town of Biltmore Forest, North Carolina, that the attached amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024.

The Town Manager drafted this budget amendment and the Finance Director has verified this amendment balances with the above listed revenues and expenditures.

Copies of this budget amendment shall be furnished to the Clerk, to the Governing Board, and to the Finance Officer.

Section 1. The General Fund Revenues shall be amended as follows:

General Fund Revenue				
Line Item	Line Item Name	FY24 Adopted Budget Amount	Increase/(Decrease)	Revised Budget Amount
10-3060-0200	Miscellaneous	\$ 20,000	\$ 30,000	\$ 50,000

Section 2. The General Fund Expenditures shall be amended as follows:

General Fund Expenditures				
Line Item	Line Item Name	FY24 Adopted Budget Amount	Increase/(Decrease)	Revised Budget Amount
10-4200-0200	Salaries (Admin)	\$ 321,633	\$ 4,943	\$ 326,576
10-5100-0200	Salaries (Police)	\$ 1,013,718	\$ 15,815	\$ 1,029,533
10-5600-0200	Salaries (Public Wks)	\$ 211,888	\$ 4,943	\$ 216,831
10-5800-0200	Salaries (Solid Waste)	\$ 141,376	\$ 2,966	\$ 144,342

Adopted this 13th day of February, 2024.

George F. Goosmann, III
Mayor

Attest:

Laura Jacobs
Town Clerk

**BOARD OF COMMISSIONERS MEETING
STAFF MEMORANDUM**

February 13, 2024



Agenda Item F-7

Consideration of Resolution 2024-02

A Resolution Authorizing the Surplus of Personal Property

Background

Town staff requests permission to surplus a Ford F-150 from the Town's Public Works Department. The F-150 is a 2007 model that is no longer in operation. Vehicle purchases this year have also rendered this vehicle extraneous to our needs. The VIN number and description of the truck is listed below.

2007 Ford F150 XLT Triton V8 4x4

119,213.8 miles

VIN 1FTRW14W97FB22504

Action Requested

Approval of Resolution 2024-02

STATE OF NORTH CAROLINA)
)
COUNTY OF BUNCOMBE)

TOWN OF BILTMORE FOREST
BOARD OF COMMISSIONERS

RESOLUTION 2024-02

WHEREAS, the Board of Commissioners of the Town of Biltmore Forest desires to dispose of certain surplus property of the Town;

NOW, THEREFORE, BE IT RESOLVED by the Biltmore Forest Board of Commissioners that the following described property is hereby declared surplus to the needs of the Town of Biltmore Forest:

2007 Ford F150 XLT Triton V8 4x4
VIN 1FTRW14W97FB22504

BE IT FURTHER RESOLVED that the Town Manager is authorized to receive on behalf of the Biltmore Forest Board of Commissioners bids at an electronic auction for the purchase of the described property. The highest bid, if it complies with the terms of sale, may be accepted by the Town Manager and the sale consummated.

The Town Manager shall cause a notice of the electronic auction to be published in accordance with G.S. 160A-270(b).

This the 13th day of February, 2024.

George F. Goosmann, III
Mayor

Attest:

Laura Jacobs
Town Clerk

**BOARD OF COMMISSIONERS MEETING
STAFF MEMORANDUM**

February 13, 2024



Agenda Item F-8

**Consideration of Easement for Sewer Service Line for 26
East Forest Road**

Background

The property owners constructing a new home at 26 East Forest Road request an easement from the Town for their sewer service line to access the MSD sewer main. The sewer main is located on town property off Arboretum Road and the Town has already provided MSD a sewer easement in this location. The Town conveyed an easement to MSD for the public sewer, but MSD does not convey easements within its easement as the Town still holds the underlying fee. Thus, MSD is asking the property owners to get an easement from the Town. This proposed easement and associated plat is attached to this memorandum.

Please note, the Town Attorney has reviewed and approves of the easement form, but will likely make changes to the signatory block and notary block prior to Tuesday's meeting.

Action Requested

Approval of Easement for Private Sewer Access

PREPARED BY AND RETURN AFTER RECORDING TO:

**STATE OF NORTH CAROLINA
COUNTY OF BUNCOMBE**

EASEMENT AGREEMENT

THIS EASEMENT AGREEMENT, made this 06 day of February, 2024, by and between **Biltmore Forest**, hereinafter referred to as Grantor, and Jason M. & Jennifer C. Marks, hereinafter referred to as Grantee (the designations Grantor and Grantee as used herein shall include said parties, their heirs, successors and assigns and shall include singular, plural, masculine, feminine and neuter as required by context).

WITNESSETH:

THAT WHEREAS, the Grantor is the owner of certain property more particularly described in a Deed recorded in Deed Book 1260 at Page 85, Buncombe County Registry; and

WHEREAS, the Grantee has requested that the Grantor grant and convey to the Grantee a permanent easement over, upon, across, under and through a portion of the property of the Grantor for purposes of constructing, operating, maintaining, repairing, inspecting and reconstructing sewer lines and accessories and the Grantor has agreed to do so.

NOW, THEREFORE, the Grantor, for and in consideration of the sum of One Dollar (\$1.00), and other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, has given, granted and conveyed, and by these presents does give, grant, and convey unto the Grantee, its successors and assigns, the permanent right, privilege and easement to construct, operate, maintain, repair, inspect and reconstruct sanitary sewer lines and accessories over, upon, across, under and through the above-referenced property of the Grantor, said permanent easement being described as follows:

PERMANENT EASEMENT: A nonexclusive permanent easement for purposes of constructing, operating, maintaining, repairing, inspecting and reconstructing sanitary sewer lines, together with such pipes, fittings, fixtures and other accessories as from time to time may be required, and for purposes of inspecting and performing appropriate tests within said permanent easement, including but not limited to, archaeological and environmental studies, and together with the full right of reasonable access to and egress from said permanent easement over and upon the above-referenced Property or other property of Grantor, said permanent easement being more particularly described as follows:

Legal Description

Said permanent easement consisting of (107 square feet) or (0.002 acre), more or less. **See Exhibit "A"**

Said permanent easement being shown on the Sewer Line Location Drawing for Jason M. & Jennifer C. Marks, entitled, 10' Private Sewer Easement across the property of Town of Biltmore Forest, prepared by Steven William Watts, PLS dated 02/06/2024, attached hereto as Exhibit A and made a part hereof.

IT IS UNDERSTOOD AND AGREED BETWEEN THE GRANTOR AND THE GRANTEE:

1. That the Grantee shall have the right to clear the permanent easement described above and the right but not the obligation to keep the permanent easement clear at all times, and the right to remove from the permanent easement all brush, trees and other obstructions, and to go upon said easements whenever necessary for the purpose of clearing the same and removing therefrom all brush, trees and other obstructions of any kind.

2. That the Grantor shall at all times, other than while the sewer lines are under actual construction, have the right to use said permanent easement, in the same manner as has been heretofore done; provided such use shall in no manner interfere with or be inconsistent with the use thereof by Grantee

as provided herein. Prohibited uses of the permanent easement by the Grantor include, but are not limited to, the following: the erection of a shed, building, structure or other obstruction within the permanent easement by the Grantor shall not be allowed; the planting of trees within the permanent easement by the Grantor shall not be allowed; additional fill cannot be placed within the permanent easement except after prior written consent from the Grantee; and other utility lines, including but not limited to, electric, gas, telephone, cable, or water lines, cannot be constructed within the permanent easement except after prior written approval by the Grantee.

3. That the Grantee agrees to restore the topography of said easement area after installation of the sewer lines and accessories to approximately the same condition as existed before said installation.

4. That the Grantor shall have the right to pass over and upon said permanent easement with appropriate roadways for the full use of their property, provided, however, that the construction, maintenance and use of said roadways shall in no way interfere with the sewer lines and accessories constructed within said permanent easement. As to paved roads, the Grantee, in future repairs or maintenance of said sewer lines and accessories, shall only be responsible for regravelling, tamping and patching the portion of said paved roads disturbed by such work. As to non-paved roads, the Grantee shall only be responsible for regravelling and tamping in connection with any repairs or maintenance.

5. Other conditions and provisions:

TO HAVE AND TO HOLD said permanent easement unto said Grantee, its successors and assigns, upon the terms and for the time periods set forth above.

The Grantor covenants to and with the Grantee, its successors and assigns, that the Grantor is lawfully seized in fee simple of said lands and premises and has full right and power to convey these easements to the Grantee, and that said lands and premises are free from any and all liens and encumbrances, and that they will and their successors and assigns shall forever warrant and defend the title to said easements unto the Grantee, its successors and assigns, against the lawful claims of all persons whomsoever.

IN WITNESS WHEREOF, the Grantor has hereunto set their hands and seals, or if corporate, have caused this document to be executed by its duly authorized officers and its seal to be hereunto affixed, as of the day and year first above written.

_____(SEAL)
Grantor

_____(SEAL)
Grantor

STATE OF NORTH CAROLINA

COUNTY OF _____

I, a Notary Public of the aforesaid State and County, certify that

_____ appeared before me and being personally known to me (or proved to me on the basis of satisfactory evidence) to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity, and that by his/her/their signature(s) on the instrument the person(s), or entity upon behalf of which the person(s) acted, executed the instrument.

WITNESS my hand and official stamp or seal, this ____ day of _____, 20__.

NOTARY PUBLIC

(Type or Print Name of Notary Public)

My Commission Expires:

(NOTARIAL SEAL)

NOTES

1. THE PROPERTY OR PROPERTIES DISPLAYED WERE SURVEYED WITHOUT THE BENEFIT OF A TITLE SEARCH AND MAY NOT SHOW ALL EASEMENTS, RIGHTS OF WAY, RESTRICTIONS, ENCUMBRANCES, ETC. (WRITTEN OR UNWRITTEN) THAT WOULD BE REVEALED BY A CURRENT AND THOROUGH EXAMINATION OF TITLE BY A NC LICENSED ATTORNEY-AT-LAW. THIS SURVEY SHALL NOT BE CONSIDERED A CERTIFICATION OF OWNERSHIP, ZONING, TITLE, OR GUARANTEE THAT THE SUBJECT IS FREE FROM ENCUMBRANCES.
2. ADJOINING PROPERTY OWNER INFORMATION TAKEN FROM THE BUNCOMBE COUNTY GIS WEBSITE AND DEEDS AND PLATS OF RECORD AS NOTED.
3. AREA SHOWN HEREON WAS COMPUTED BY THE COORDINATE METHOD.
4. ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES IN US FEET UNLESS OTHERWISE NOTED.
5. THIS PROPERTY IS ZONED R-1 BY THE TOWN OF BILTMORE FOREST HAVING SETBACKS AS FOLLOWS (NOT PLOTTED): FRONT = 60 FOOT; SIDE = 20 FOOT; REAR = 25 FOOT *PLEASE REFER TO THE BILTMORE FOREST, NC CODE OF ORDINANCES FOR ALL REGULATIONS APPLICABLE TO THE SUBJECT PROPERTY.
6. BY GRAPHICAL LOCATION, PROPERTY IS SHOWN AS LYING OUTSIDE THE 1% ANNUAL CHANCE FLOODPLAIN PER FEMA FIRM MAP NO. 3700964600J, EFFECTIVE DATE 1/6/2010.
7. THIS SURVEY IS SUBJECT TO ANY AND ALL UNDERGROUND UTILITIES THAT MAY EXIST. UNDERGROUND UTILITIES SHOWN HEREON ARE BASED SOLELY ON ABOVE GROUND STRUCTURES AND APPURTENANCES. THIS SURVEYOR MAKES NO CERTIFICATION TO THE EXISTENCE/NON-EXISTENCE OF UNDERGROUND UTILITIES, STORAGE FACILITIES, OR OTHER UNDERGROUND STRUCTURES AND LINES. DIAL 811 BEFORE DIGGING.
8. ANY STREAMS, CREEKS, PONDS, LAKES, WETLANDS, ETC. LOCATED ON THIS PROPERTY, SHOWN OR NOT SHOWN HEREON, MAY BE SUBJECT TO BUFFER AREAS. IT IS THE OWNER/DEVELOPER'S RESPONSIBILITY TO HAVE THE AREAS DESIGNATED BY PROFESSIONALS AUTHORIZED BY THE PROPER AUTHORITIES TO MAKE THESE DETERMINATIONS.

SYMBOL LEGEND:

- CALCULATED POINT
- ⊙ EXISTING IRON REBAR (EIR)
- ⊗ EXISTING IRON PIPE (EIP)
- EXISTING CONCRETE MONUMENT (ECM)
- ▲ C.S.D. CONTROL POINT
- ⊕ SANITARY SEWER MANHOLE (SMH)
- NEW 10' PRIVATE SEWER EASEMENT

ABBREVIATIONS:

- DB...DEED BOOK
- PB...PLAT BOOK
- PG...PAGE
- PIN...PARCEL IDENTIFICATION NUMBER
- NAD...NORTH AMERICAN DATUM
- NAVD...NORTH AMERICAN VERTICAL DATUM
- NSRS...NATIONAL SPATIAL REFERENCE SYSTEM

LINE LEGEND:

- SURVEYED BOUNDARY LINE
- — — — — ADJOINER'S DEED LINE (NOT SURVEYED)
- SS — SS — SS — SANITARY SEWER LINE
- · — · — · — · — EXISTING EASEMENT (SIZE & TYPE AS NOTED)
- TIE LINE ONLY
- OHU — OHU — OHU — OVERHEAD UTILITY LINE
- · — · — · — · — NEW 10' PRIVATE SEWER EASEMENT

STATE OF NORTH CAROLINA

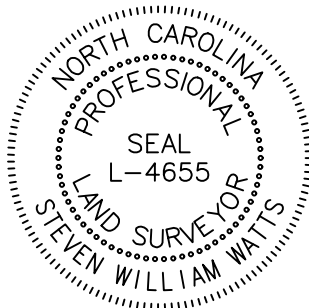
COUNTY OF BUNCOMBE

I, STEVEN WILLIAM WATTS, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN DEED BOOK 1260, PAGE 85); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN DEED BOOK AS SHOWN, PAGE AS SHOWN; THAT THE RATIO OF PRECISION AS CALCULATED IS 1:10,000+; AND THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED. MY ORIGINAL SIGNATURE, REGISTRATION NUMBER, AND SEAL THIS 6th DAY OF FEBRUARY, A.D., 2024.

I ALSO HEREBY CERTIFY THAT THIS SURVEY IS OF THE FOLLOWING CATEGORIES AS DESCRIBED IN G.S. 47-30(f)(11)(d): THAT THE SURVEY IS OF ANOTHER CATEGORY, SUCH AS THE RECOMBINATION OF EXISTING PARCELS, A COURT-ORDERED SURVEY, OR OTHER EXEMPTION OR EXCEPTION TO THE DEFINITION OF SUBDIVISION.

DocuSigned by:

 829CC84897E8449
 STEVEN WILLIAM WATTS, P.L.S. L-4655



REFERENCES:

- DB 1260 PG 85
- DB 1798 PG 589
- PB 34 PG 119
- PB 33 PG 84

STATE OF NORTH CAROLINA
 COUNTY OF BUNCOMBE

I, _____, REVIEW OFFICER OF BUNCOMBE COUNTY, CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

 REVIEW OFFICER

 DATE

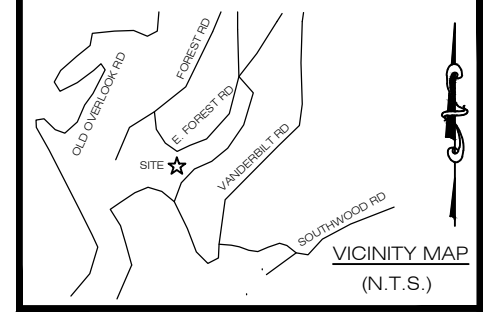
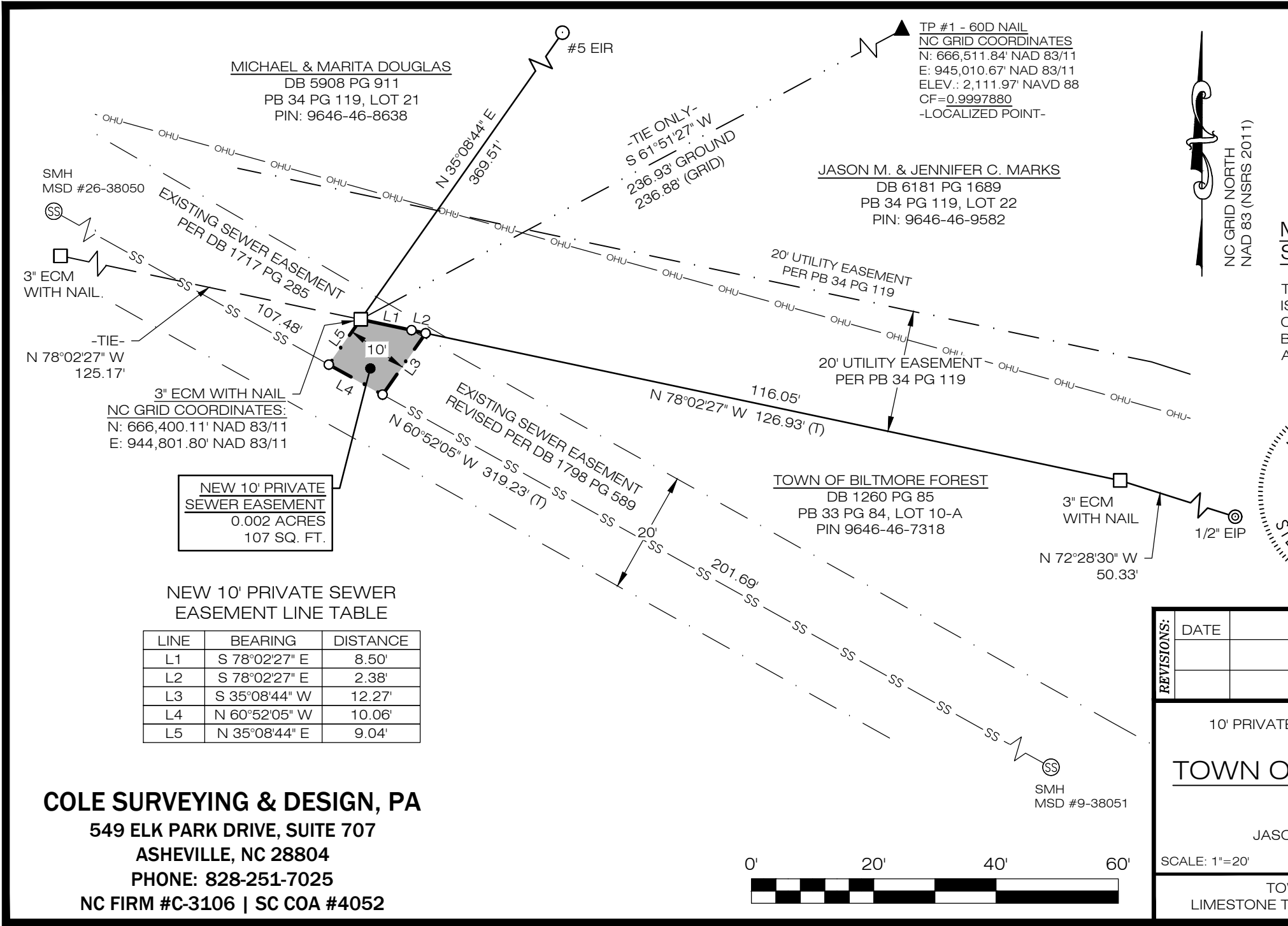
COLE SURVEYING & DESIGN, PA
 549 ELK PARK DRIVE, SUITE 707
 ASHEVILLE, NC 28804
 PHONE: 828-251-7025
 NC FIRM #C-3106 | SC COA #4052

MAP SET
SHEET 1 OF 2

THIS SHEET IS PART OF A MAP SET AND IS INTENDED TO ACCOMPANY ALL OTHER SHEETS IN THIS SET AND IS TO BE CONSIDERED INCOMPLETE WITHOUT ALL OTHER SHEETS TO SUPPORT IT.

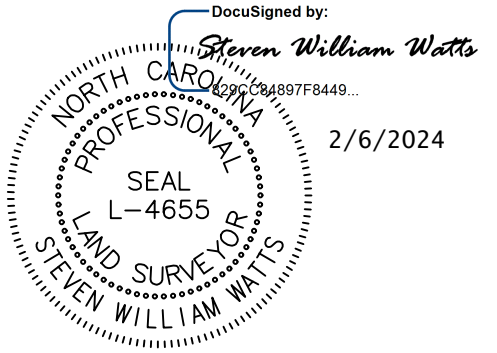
REVISIONS:	DATE	REVISIONS MADE	BY:

10' PRIVATE SEWER EASEMENT ACROSS THE PROPERTY OF:
TOWN OF BILTMORE FOREST
 (PIN 9646-46-7318)
 TO BE CONVEYED TO:
 JASON M. & JENNIFER C. MARKS
 SCALE: 1"=20' PROJECT #: 22-091 DATE: 02/06/2024
 TOWN OF BILTMORE FOREST
 LIMESTONE TOWNSHIP, BUNCOMBE COUNTY, NC



**MAP SET
SHEET 2 OF 2**

THIS SHEET IS PART OF A MAP SET AND IS INTENDED TO ACCOMPANY ALL OTHER SHEETS IN THIS SET AND IS TO BE CONSIDERED INCOMPLETE WITHOUT ALL OTHER SHEETS TO SUPPORT IT.



NEW 10' PRIVATE SEWER EASEMENT
0.002 ACRES
107 SQ. FT.

NEW 10' PRIVATE SEWER EASEMENT LINE TABLE

LINE	BEARING	DISTANCE
L1	S 78°02'27" E	8.50'
L2	S 78°02'27" E	2.38'
L3	S 35°08'44" W	12.27'
L4	N 60°52'05" W	10.06'
L5	N 35°08'44" E	9.04'

COLE SURVEYING & DESIGN, PA
549 ELK PARK DRIVE, SUITE 707
ASHEVILLE, NC 28804
PHONE: 828-251-7025
NC FIRM #C-3106 | SC COA #4052



REVISIONS:	DATE	REVISIONS MADE	BY:

10' PRIVATE SEWER EASEMENT ACROSS THE PROPERTY OF:
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