

PROPOSED AGENDA

Meeting of the Town of Biltmore Forest Board of Commissioners

To be held Tuesday, August 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. Consent Agenda

1. Approval of Agenda
2. Approval of July 9, 2024 Minutes

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. Duke Energy Targeted Underground Project – Presentation
Jennifer Bennett, Government & Community Relations Manager
Tyler Van Hook, Senior Stakeholder Engagement Manager
2. Consideration of Resolution 2024-05
A Resolution Authorizing the Surplus of Police Department Pistols
3. Consideration of Tax Settlement – FY23-24
4. Consideration of Tax Collection Order – FY24-25

G. Adjourn

For those interested in viewing the Board meeting remotely, please utilize the following information:
<https://us02web.zoom.us/j/82228455470?pwd=SG9WU0FwUjFSdGZveS95b3pLTUIHdz09>

Meeting ID: 822 2845 5470

Passcode: 966757

MINUTES OF THE MEETING OF THE MAYOR AND THE TOWN COMMISSIONERS OF
BILTMORE FOREST HELD JULY 9, 2024

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.

CONSENT AGENDA

Commissioner Cogburn made a motion to approve the agenda, the minutes from June 4, 2024, and the Approval of the June 26th, 2024, Special Meeting Minutes. Commissioner Kelly seconded the motion and was unanimously approved.

Public Comment

There was no Public Comment

Chief Trevor Lance gave the report for the Skyland Fire Department. There were a total of 25 calls for the month. Chief Lance discussed summer safety. Chief Lance wants others to stay hydrated and drink plenty of water. Chief Lance discussed water safety and always supervise your children and make sure they are safe in the water. Chief Lance also said to use sunscreen and never leave children and pets in a hot parked car.

Chief Chris Beddingfield gave the report for the police department. There were 769 calls for the month. Staff have been working with Carolina Day School doing walkthroughs of the property. Officer Zub graduated from the leadership academy from AB-Tech Western North Carolina Law Enforcement Leadership Academy. Chief Beddingfield said he did very well. Sergeant Kelly and Officer Anton also successfully completed an online leadership academy and did a great job.

Mr. Harry Buckner gave the report for the Public Works Department. Mr. Buckner said the past month, they received many calls about irrigation system leaks. Mr. Buckner said they have been in contact with a striping contractor, and they should start this in August. The stormwater project is under way again after the closure from July 4th.

The bridge in Greenwood Park is complete and the paving contractor should be here at the end of the week for the next piece of work. Brooklawn Park is almost finished. They are finishing up some signage, and it should be here in 1-2 weeks.

Mr. Buckner said Public Works staff are doing a lot of mowing and weed eating. Public Works also had a staff member out on leave and has now returned to work. They are currently at full staff.

Mr. Tony Williams gave the Planning report for the Town. The month of June was a busy month. There were 104 land use conferences. There were five notices of violations. There were six resolved violations and complaints. There were twenty-four plans reviewed and six plans reviewed for the Board of Adjustment. There was also one permit issued in the month of June.

Mr. Jonathan Kanipe gave the report for the Town. The joint meeting with the Planning Commission and Board of Commissioners went very well, which was on June 26th. The meeting was beneficial and provided good insight for the Planning Commission. There is one item on the agenda that came out of this discussion which is the noise ordinance from our Town Ordinance.

Mr. Kanipe said we did some final re-allocations which were made prior to the conclusion of the fiscal year. Per the Town's budget ordinance, Mr. Kanipe's authorization level for re-allocations is \$5,000 per line item and then they must be submitted to the Board at the next regular meeting.

The Town's FY25 Audit begins August 19th. We are in a good position and Ms. Curtis has worked very hard this year in preparing for it.

Mr. Kanipe said there will be no Board of Adjustment meeting for the month of July. The meeting in August will be held on August 26th.

NEW BUSINESS

Consideration of Tax Penalty Waiver Request at 9 Hilltop Road. Mr. Kanipe said the homeowners are unable to attend the meeting but said the check for real estate property taxes were dropped in the drop box on the due date of 1/5/2024. The homeowner also said there has not been prior communication regarding this balance.

The owner has not been living in the home since March 2024 and the possibility of someone other than the owner receiving delinquent notices mailed. Mr. Kanipe said there were notices each month mailed and emails sent to the other owner of the property, who did not respond, or give any indication to whom the information should be forwarded. The entirety of the principal was paid, but no further proof of payment being on time, or dropped off after the 5:00 pm collection.

A motion was made by Commissioner Loomis to deny the tax penalty waiver request. The motion was seconded by Commissioner Kelly to deny this. The motion was unanimously approved to deny the tax penalty waiver.

The next topic of discussion is the review and discuss potential bridge option at Brooklawn Park. Signage will be installed, and a grand opening will occur within the next several months. Discussion has resumed regarding the construction of a replacement bridge across Four Mile Creek. The bridge that failed was previously twenty-seven feet in length which was in 2020. Due to the widened nature of the creek bank, the new bridge would need to be double this length. Mr. Kanipe said this is the span we have to carry to make it safe for people to cross. Mr. Kanipe asked if the Board could provide feedback on how to proceed. Previous cost estimates for the bridge ranged from \$120,000 to \$150,000, depending on materials and the width of the bridge itself. Mayor Goosmann said he has many people asking him if the bridge is going to be put back.

Mayor Goosmann suggested, we may want to look at another area that is shorter and easier. Whatever we decide to put back, he says it should be a wooden bridge that blends with the setting.

Commissioner Loomis said we should have a cap on what we are willing to spend on the bridge. If we have extra money, we could build another trail in another section of the forest. Mr. Kanipe said we can talk to the trail designer and get some feedback from them. We can bring this information back next month.

Mr. Drew Stephens suggested an engineer could look at stabilizing and narrowing the spot in the old bridge location with some big stones and took back what eroded away to shorten that distance and put stones up and down to stabilize it. It could be engineered to be shorter potentially.

The last item for discussion is the Town Noise Ordinance review. This came out of the joint meeting staff had with the Planning Commission. Mr. Kanipe introduced this more formally to the Board.

Mr. Kanipe provided the Board the existing ordinance to “sounds impacting residential life.” This is what governs our noise ordinance. We also have a noise ordinance regarding excessive dog barking. Often these two get pulled together. There may be a need to break these two apart or at least consider them as two separate things. We get calls about the construction ordinance and then we get calls about the noise ordinance as those are two different things but in fact, they are in the same ordinance. It is also vague within the enforcement perspective of what the call is when they get out there.

Mr. Kanipe and Chief Beddingfield provided two sample ordinances from what can be included in a noise ordinance. The two examples provided were from Blowing Rock, North Carolina and Rock Island, Washington.

Chief Beddingfield said commercial work has been prohibited within certain hours. As times have changed when responding to these calls, it used to be said by officers that the company cannot do commercial work. Now, people start reading the ordinance that says commercial work because of noise. For example, there were two instances where the commercial work was indoor painting, and you couldn't hear anyone making noise. It was commercial work, but it wasn't creating any noise. There was also discussion with a resident who had a person spreading straw. There was no equipment at the property which wasn't creating any noise. It creates challenges because the ordinance doesn't specify no commercial work, it specifies no commercial work that creates noise.

Mr. Kanipe said this is something we should get clarified. Mr. Kanipe asked the Board if they have any suggestions or feedback about revising this ordinance. Commissioner Loomis said, the first step would be finding out what the issues are when police are called so they can do their job. Commissioner Loomis said the sample ordinance from Blowing Rock is overdone and goes in to too much detail. Commissioner Loomis asked if Rock Island, Washington even thought certain parts of this ordinance can be confusing about the measuring aspect. Chief Beddingfield said he likes the “distance” part of it because you can hear it from a block away. Chief Beddingfield said we just want to clean this up to where it is clear, and the residents know what to expect.

Mr. Clarke said there can be a ban on commercial work from 7:30am-6:00pm Monday-Saturday and no commercial work can be done on Sunday regardless of noise. An ordinance could be drafted to read that if the Board wants this.

Mr. Clarke said we can also work on the other part of the ordinance. With the word reasonableness, it can be vague, but we can consider the word unreasonable interference with use and enjoyment of property in nuisance standard. Regarding the dog barking, this is a difficult one to deal with. Mr. Clarke said it would be good to have a noise ordinance and then specifically address this construction issue. We can incorporate the dogs in the noise ordinance as well.

Meeting was adjourned at 5:08pm followed by a motion to go into Closed Session at 5:09 pm.

The next meeting is scheduled for Tuesday, August 12th, 2024 at 4:30pm.

ATTEST:

Laura Jacobs
Town Clerk

George F. Goosmann, III
Mayor



Skyland Fire & Rescue

Biltmore Forest Valley Springs Station

Phone: (828) 684-6421 Address: PO Box 640 Skyland NC 28776 Fax (828) 684-1010
www.skylandfire.com



Biltmore Forest Valley Springs Station

Incident Response

July 2024

Incident Type

111 - Building fire	1
311 - Medical assist, assist EMS crew	7
320 - Emergency medical service incident, other	1
324 - Motor vehicle accident with no injuries.	1
353 - Removal of victim(s) from stalled elevator	1
400 - Hazardous condition, other	1
551 - Assist police or other governmental agency	1
600 - Good intent call, other	2
611 - Dispatched & canceled en route	4
622 - No incident found on arrival at dispatch address	3
736 - CO detector activation due to malfunction	1
745 - Alarm system activation, no fire - unintentional	4
Total	27

Respectfully Submitted,

Trevor Lance

Chief Trevor Lance
Skyland Fire Rescue

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 August 13th, 2024 Commission Report

July 2024 Data

Total Calls For Service:

789 (769 last month)

Arrests:

0-Felony Arrests

2-Misdemeanor Arrests-Both Were for Multiple Warrants, All for Failing to Appear in Court. One from a traffic stop, One from a vehicle crash.

Citations:

33-Citations for various traffic violations (42 last month)

Time Consumption Summary:

Approximations:

Business Checks- 4 hours

House Checks- 4 hours

Radar Operation- 4 hours

Vehicle Crash Investigation- 3 hours

Notable Calls and Projects:

Officer Michael Anton completed bicycle officer certification in July. We hope that this will be a tool to help interact with our pedestrian and bicycle traffic in town.

Our pistol transition is about 99% complete. We are very pleased with the new platform as every officer's qualification/marksmanship scores improved.

The 4th of July celebration went extremely well on the police department side of things.

We have a new hire in Jay Turney. Jay comes to us with years of experience in Polk and Rutherford Counties. He will be in an abbreviated field training program for a couple weeks and then ready to go out on his own. We have several candidates in the final hiring stages for our last opening and we will be fully staffed. We hope to have this completed sometime this month.

Biltmore Forest Police Department
355 Vanderbilt Rd
Biltmore Forest, NC 28803
July 2024 Calls for Service

BILTMORE FOREST POLICE DEPARTMENT	Count	Percent
ALARM	24	3.04%
ANIMAL CONTROL	16	2.03%
ASSIST MOTORIST	10	1.27%
ASSIST OTHER AGENCY	4	0.51%
ASSIST RESIDENT	8	1.01%
BICYCLIST VIOLATION	1	0.13%
BUSINESS CHECK	339	42.97%
CHASE	3	0.38%
CHECK POINT	1	0.13%
CRIME PREVENTION	26	3.30%
DEBRIS IN ROADWAY	6	0.76%
DEPARTMENT OTHER	3	0.38%
DISCHARGE FIREARM	1	0.13%
DISTURBANCE	2	0.25%
DOWN POWER LINES	1	0.13%
FOLLOW UP	1	0.13%
HOUSE CHECK	163	20.66%
IMPAIRED DRIVER	1	0.13%
IMPROPER PARKING	9	1.14%
INVESTIGATION	1	0.13%
MEDICAL EMERGENCY	3	0.38%
MISSING PERSON	1	0.13%
No CallType	1	0.13%
NOISE COMPLAINT	1	0.13%
ORDINACE VIOLATION	9	1.14%
PEDESTRIAN VIOLATION	1	0.13%
PROPERTY DAMAGE	2	0.25%
RADAR OPERATION	29	3.68%
ROAD BLOCKED	3	0.38%
SPECIAL CHECK	4	0.51%
SPEED ENFORCEMENT	1	0.13%
SUSPICIOUS ACTIVITY	4	0.51%
SUSPICIOUS PERSON	12	1.52%
SUSPICIOUS VEHICLE	13	1.65%
TALK WITH OFFICER	5	0.63%
TRAFFIC CONTROL	1	0.13%
TRAFFIC STOP	54	6.84%
TREE DOWN	6	0.76%
TRESPASSING	1	0.13%
VEHICLE ACCIDENT	10	1.27%
WELFARE CHECK	8	1.01%
Total Records For BILTMORE FOREST POLICE DEPARTMENT	789	Dept Calls/Total Calls 100.00%

BOARD OF COMMISSIONERS MEETING STAFF MEMORANDUM

August 7, 2024



Agenda Item D-3

Public Works Director Monthly Report

Recurring Activities:

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

- Collected 41.40 tons of garbage.
- Diverted 15.12 tons of recycled goods from garbage.
- Picked up 23 loads of brush (approximately 690 cubic yards) over 12 days.
- Responded to 63 total utility locate requests, comprised of 42 new requests and 21 updates.
- Visited 9 residences for Tree Assessments, approving the removal of 50 trees, and requiring the installation of 5 replacement 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.
- Brush collection on the North Route began on July 15th and the South Route began on July 30th.

Miscellaneous Activities in July

- We continue our weekly routine maintenance of all public spaces including general clean-up and servicing of twelve (12) dog waste stations.
- We continue to use the tractor and blower to keep the roads cleared of leaf and other debris.
- We worked with other Town departments and Staff to assist with the Independence Day celebration on July 4, 2024.
- Staff responded to a failed 24-inch storm drain at 14 Southwood Road. Upon further investigation, it was decided that the entire line segment from the creek to 14 Southwood was in poor condition, and we re-directed our Contractor that was scheduled to work on Forest Road (Tennoca Construction) to remove and replace the entire line and four inlet boxes. Work in the area is concluding this week.
- Our team removed a downed tree from the roadway on Forest Road this month.

- We responded to a broken irrigation line after hours on Stuyvesant Crescent, cutting the water off at the meter.
- Supervisor Dale and I coordinated repairs to the concrete curbs at the two (2) islands on Cedar Hill Road and modified the curb around the island at Busbee Road and Cedarcliff Road (the Bell Gate island).
- Staff distributed tick repellent along the new trail in Brooklawn Park.
- A new irrigation meter was installed at 30 Ridgefield Road and the existing house meter box was repaired.
- There was no meeting of the French Broad River Metropolitan Planning Organization (MPO) Technical Coordinating Committee (TCC) monthly meeting in July. Meetings will resume in August.
- We have now received two (2) proposals from Enterprise for a new garbage truck and we are reviewing the details of those now.
- I completed the review of the two (2) Federal Aid Municipal Bridge Inspections that were completed in June. I am coordinating some minor repairs to the bridge on Stuyvesant Road at the golf course. There were no deficiencies identified on the Southwood Road bridge.
- Manager Kanipe executed a contract to complete independent bridge inspections on the remaining eleven (11) town bridges. The field inspections are scheduled for early August, and we anticipate having the report complete this month as well.
- We repaired a failed fuel pump at the Town’s fueling station at the Town Hall complex.
- I am finishing review of our annual roadway striping contract and anticipate this being executed and returned to the contractor in early August. The next roads to be striped in accordance with the previously approved Striping Capital Improvements Plan are as follows:

Road Name	From	To	Length (Ft)
Stuyvesant Rd	Vanderbilt Rd	Hilltop Rd	5660
Stuyvesant Rd	Hilltop Rd	Frith Dr	3170
Parkway	Stuyvesant Rd	End	650
FY 2024-2025 TOTAL			9480

- I applied for and was accepted into the 2024 Leading for Results program as a Civic Fellow scholarship recipient. Only fifty local government employees were accepted into this year’s program out of 180 applicants. I appreciate Manager Kanipe’s and the Town’s support of my participation in this program provided by the UNC School of Government and am looking forward to attending the program for one week in September and one week in October this year.

Larger/Capital Projects Updates

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

- The Contractor began work on the stormwater project on May 20, 2024. Approximately 1,100 feet of storm drain and approximately 11 structures are installed.

- There is a significant quantity of pipe and other material stockpiled in Rosebank Park.
- Work was temporarily paused for the Independence Day celebration to occur, but was restarted the following Monday, July 8, 2024.
- Work is almost finished in the vicinity of the park and will be progressing along Vanderbilt Road from the park to Lone Pine Road this month.
- After the execution of Change Order #1, the construction contract completion date is currently November 27, 2024, for substantial completion and December 27, 2024, for final completion.

Streetlight LED Conversions and Service Upgrades

- Camera installations are complete, and MB Haynes has been contracted to bring power to the cameras. We anticipate this work occurring in August.

Greenwood Park Improvements

- Our landscaping contractor re-graded the bank in the park along Stuyvesant Road and re-seeded and stabilized the area. Grass has already begun coming in along this area.
- The pedestrian bridge is fully complete, including the cable rail system.
- Trail paving was completed July 31.
- Our landscape contractor returned to the site on August 5th to import additional topsoil, perform additional fine grading, correct any drainage issues, and prepare the whole site for additional plant material and turf grass. This work was completed on August 7th.
- Supervisor Dale will be assessing the landscaping plan and will be working with the landscaper to install additional plant material in the fall/winter months when it is more appropriate to perform planting.
- I have ordered and will be installing three (3) commercial grade umbrellas over the three (3) picnic tables. Delivery is estimated to be before the end of August.

Brooklawn Park Clean-up and Trail Construction

- Staff are now focused on ongoing trail maintenance and weed control (invasives and poison ivy) near the walking trails.
- We have a draft of the proposed park signage for review.
- I am meeting with the trail construction company to discuss options for reinstalling the footbridge over Fourmile Creek on Wednesday, August 14 at 8:00 am.
- We are continuing to monitor the park for necessary tree removals and anticipate more to occur in August.

Upcoming in August

- Staff will complete the required daily chlorine and monthly bacteriological testing, and the quarterly disinfection byproduct tests.

- Public Works will be closed in observation of Labor Day on Monday September 2nd, 2024. The sanitation routes will be delayed one (1) day that week, beginning on Tuesday, September 3rd.
- Normal brush collection will continue with the North Route on August 15th, 2024, and the South Route on Tuesday, September 3rd, 2024.
- Mowing will continue under its routine weekly schedule until further notice.
- Supervisor Dale and I will continue to monitor the stormwater project.
- I plan to attend the August French Broad River Metropolitan Planning Organization (MPO) Technical Coordinating Committee (TCC) monthly meeting on August 8th via Zoom.
- We are installing a new water meter and replacing the existing water meter for the home remodel at 313 Vanderbilt Road.
- Staff will be installing a new street sign at the intersection of Stuyvesant and Frith Roads. The existing street sign was destroyed by a vehicle in late July.
- We will be re-planting the newly renovated island at the intersection of Busbee and Cedarcliff Roads (the Bell Gate Island).
- I will be completing the Annual Local Government Solid Waste Report this month for submittal by the September 1st deadline.
- Supervisor Dale and I will be working on the Water System Service Line Inventory as required by the EPA this month. The final inventory must be submitted by October 16th, 2024.
- We will be completing our triennial lead and copper testing at ten locations throughout Town this month to comply with EPA requirements.

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: July Monthly Report

Date: August 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.
- Attended Planning Board meeting.
- 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: 82
- Notice of violations verbal/written: 2
- Resolved violations/complaints: 1
- Complaints: 2
- Plans reviewed: 16
- Plans reviewed for BOA: 6
- Plans reviewed for Design Review Board: 6
- Permits issued: 7



Monthly Financial Report

July 2024

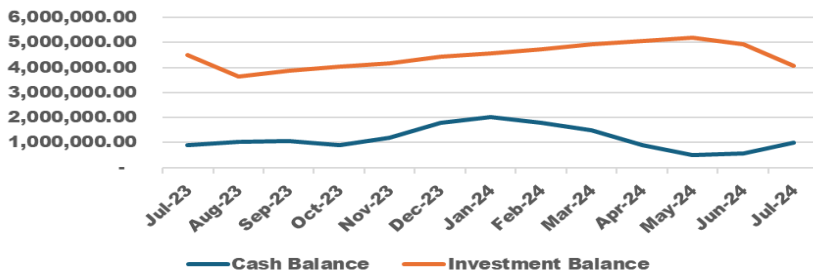
CASH ACCOUNTS	
First Citizens Money Market Checking	990,520.46
NCCMT General Fund Government	4,080,253.95
NCCMT Water Fund Government	107,270.38
TOTAL	5,178,044.79

NORTH CAROLINA CASH MANAGEMENT TRUST	
GENERAL FUND Government	
Beginning Balance	4,940,743.63
Local Gov't Distribution (NCDOR)	118,159.22
Transfer to First Citizens Checking	(1,000,000.00)
Interest Earned	21,351.10
Ending Balance	4,080,253.95
WATER FUND Government	
Beginning Balance	106,796.47
Interest Earned	473.91
Ending Balance	107,270.38

FIRST CITIZENS CHECKING (Monthly Transaction Report)	
Beginning Balance	581,832.29
Cleared Checks	(276,345.56)
Cleared Deposits	113,768.53
Cleared Credits	1,011,077.07
Cleared Debits	(149,570.08)
Cleared E-payments	290,241.79
Change in Account Balance	989,171.75
Prelim balance	1,571,004.04
Outstanding Items	(580,483.58)
Ending Balance (F/L Balance)	990,520.46

Tax Collection	Budgeted Levy	Total Levy	Amount Collected
Ad Valorem (2023)	3,042,253.00	-	2,902.63
Unpaid per Levy Type	3,039,350.37		
Percent Collected	0.095%		
DMV Ad Valorem	123,040.00		10,984.68
Difference	112,055.32		
Percent Collected	8.93%		

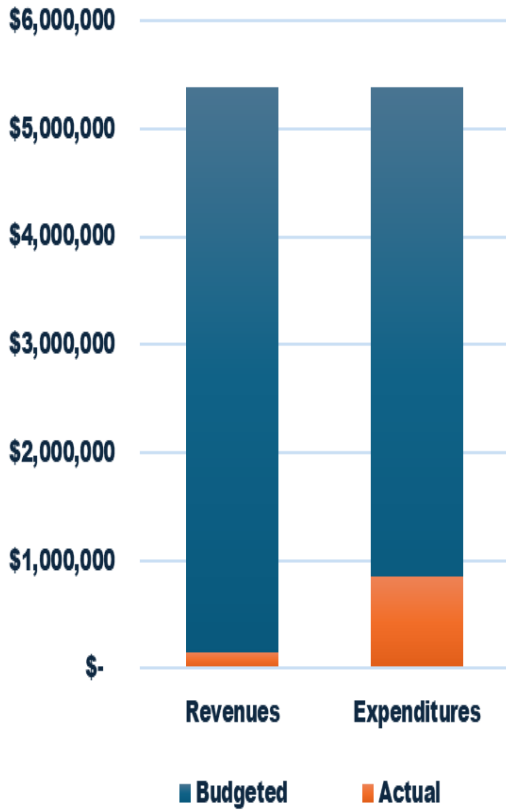
13 Month Cash and Investment Flow Comparison



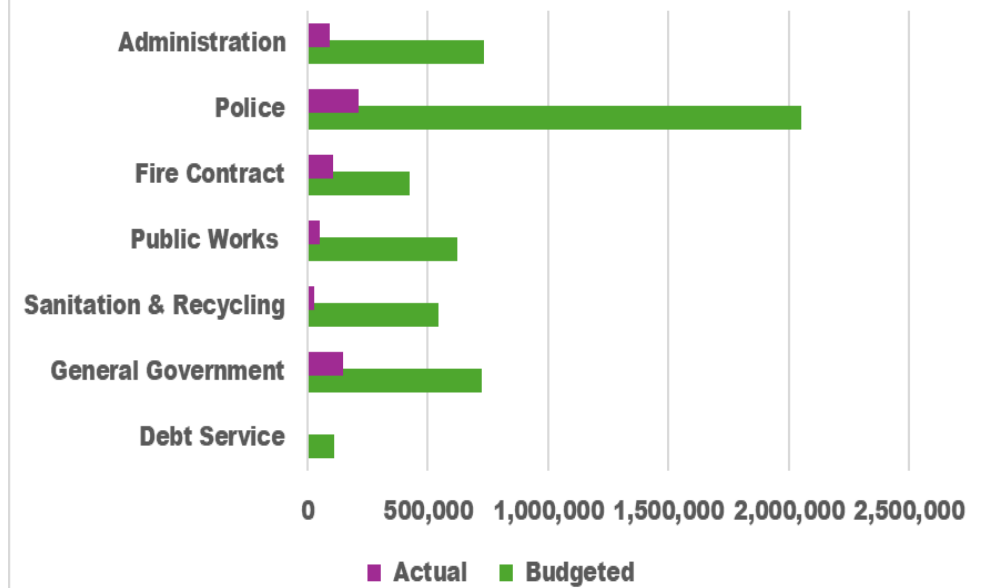
Investment Balances



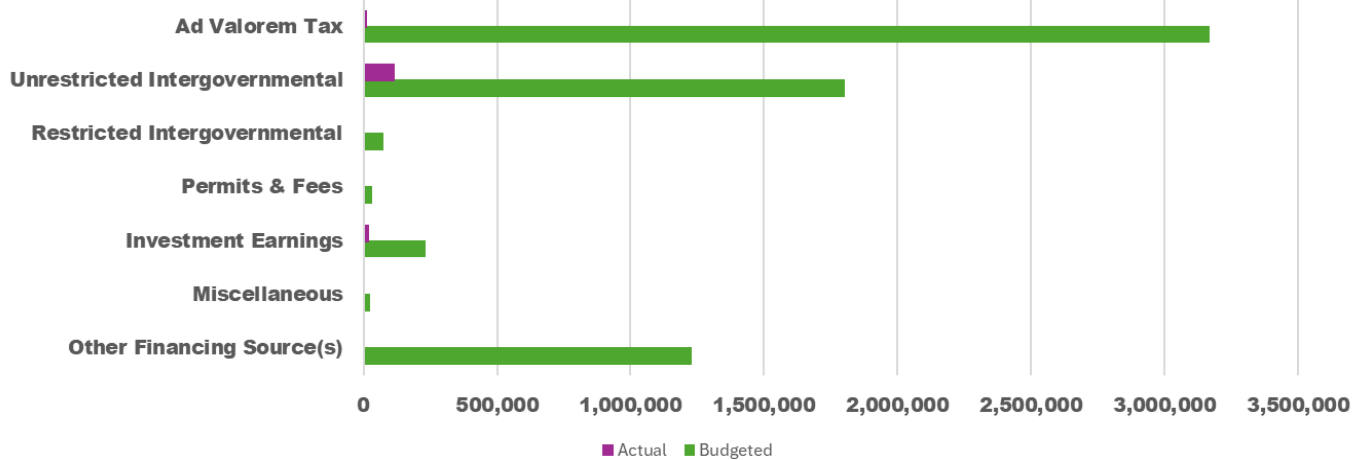
Budget to Actual Revenues vs Expenditures FY 2024-2025



Budget to Actual Expenditures FY 2024-2025



Budget to Actual Revenues FY 2024-2025



REVENUE & EXPENDITURE STATEMENT

07/01/2024 To 07/31/2024

Town of Biltmore Forest

FY 2024-2025

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

Account	Current Period (\$)	YTD With Encumbrance (\$)	Encumbrance (\$)	Budget (\$)	% Used	
3010 Ad Valorem Tax						
Revenue						
10 General Fund						
3010 Ad Valorem Tax						
10-3010-0000 AD VALOREM TAXES (PROPERTY)	0.00	0.00	0.00	3,042,253.00	0	
10-3010-0100 AD VALOREM TAXES (DMV)	10,984.68	10,984.68	0.00	123,040.00	9	
10-3010-0200 TAX INTEREST & PENALTIES	0.00	0.00	0.00	5,000.00	0	
3010 Ad Valorem Tax Subtotal	\$10,984.68	\$10,984.68	\$0.00	\$3,170,293.00	0	
10 General Fund Subtotal	\$10,984.68	\$10,984.68	\$0.00	\$3,170,293.00	0	
Revenue Subtotal	\$10,984.68	\$10,984.68	\$0.00	\$3,170,293.00	0	
After Transfers	Excess Of Revenue Subtotal	\$10,984.68	\$10,984.68	\$0.00	\$3,170,293.00	0
3020 Unrestricted Intergovernm						
Revenue						
10 General Fund						
3020 Unrestricted Intergovernm						
10-3020-0000 FRANCHISE & UTILITIES TAX DIST.	0.00	0.00	0.00	233,800.00	0	
10-3020-0100 ALCOHOL BEVERAGE TAX	0.00	0.00	0.00	6,750.00	0	
10-3020-0200 BUNCOMBE COUNTY 1% TAX	59,780.21	59,780.21	0.00	789,576.00	8	
10-3020-0300 1/2 CENT SALES TAX A.40	26,550.41	26,550.41	0.00	340,912.00	8	
10-3020-0400 1/2 CENT SALES TAX A.42	31,828.60	31,828.60	0.00	419,097.00	8	
10-3020-0600 SALES TAX REFUND	0.00	0.00	0.00	15,000.00	0	
3020 Unrestricted Intergovernm Subtotal	\$118,159.22	\$118,159.22	\$0.00	\$1,805,135.00	7	
10 General Fund Subtotal	\$118,159.22	\$118,159.22	\$0.00	\$1,805,135.00	7	
Revenue Subtotal	\$118,159.22	\$118,159.22	\$0.00	\$1,805,135.00	7	
After Transfers	Excess Of Revenue Subtotal	\$118,159.22	\$118,159.22	\$0.00	\$1,805,135.00	7
3030 Restricted Intergovernmen						
Revenue						
10 General Fund						
3030 Restricted Intergovernmen						
10-3030-0000 SOLID WASTE DISPOSAL TAX	0.00	0.00	0.00	1,000.00	0	
10-3030-0100 POWELL BILL	0.00	0.00	0.00	75,000.00	0	
3030 Restricted Intergovernmen Subtotal	\$0.00	\$0.00	\$0.00	\$76,000.00	0	
10 General Fund Subtotal	\$0.00	\$0.00	\$0.00	\$76,000.00	0	
Revenue Subtotal	\$0.00	\$0.00	\$0.00	\$76,000.00	0	
After Transfers	Deficiency Of Revenue Subtotal	\$0.00	\$0.00	\$0.00	\$76,000.00	0
3040 Permits & Fees						
Revenue						
10 General Fund						
3040 Permits & Fees						
10-3040-0000 ZONING PERMITS	2,701.00	2,701.00	0.00	30,000.00	9	

REVENUE & EXPENDITURE STATEMENT

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Account	Current Period (\$)	YTD With Encumbrance (\$)	Encumbrance (\$)	Budget (\$)	% Used	
10-3040-0100 DOG LICENSE FEE	15.00	15.00	0.00	1,300.00	1	
3040 Permits & Fees Subtotal	\$2,716.00	\$2,716.00	\$0.00	\$31,300.00	9	
10 General Fund Subtotal	\$2,716.00	\$2,716.00	\$0.00	\$31,300.00	9	
Revenue Subtotal	\$2,716.00	\$2,716.00	\$0.00	\$31,300.00	9	
After Transfers	Excess Of Revenue Subtotal	\$2,716.00	\$2,716.00	\$0.00	\$31,300.00	9
3050 Investment Earnings						
Revenue						
10 General Fund						
3050 Investment Earnings						
10-3050-0000 INTEREST EARNED	21,377.49	21,377.49	0.00	233,333.00	9	
3050 Investment Earnings Subtotal	\$21,377.49	\$21,377.49	\$0.00	\$233,333.00	9	
10 General Fund Subtotal	\$21,377.49	\$21,377.49	\$0.00	\$233,333.00	9	
Revenue Subtotal	\$21,377.49	\$21,377.49	\$0.00	\$233,333.00	9	
After Transfers	Excess Of Revenue Subtotal	\$21,377.49	\$21,377.49	\$0.00	\$233,333.00	9
3060 Miscellaneous						
Revenue						
10 General Fund						
3060 Miscellaneous						
10-3060-0100 AMERICAN TOWER AGREEMENT	400.00	400.00	0.00	33,800.00	1	
10-3060-0200 MISCELLANEOUS	255.00	255.00	0.00	25,000.00	1	
3060 Miscellaneous Subtotal	\$655.00	\$655.00	\$0.00	\$58,800.00	1	
10 General Fund Subtotal	\$655.00	\$655.00	\$0.00	\$58,800.00	1	
Revenue Subtotal	\$655.00	\$655.00	\$0.00	\$58,800.00	1	
After Transfers	Excess Of Revenue Subtotal	\$655.00	\$655.00	\$0.00	\$58,800.00	1
3290						
Revenue						
30 Water & Sewer Fund						
3290						
30-3290-0000 INTEREST EARNED	473.91	473.91	0.00	4,400.00	11	
3290 Subtotal	\$473.91	\$473.91	\$0.00	\$4,400.00	11	
30 Water & Sewer Fund Subtotal	\$473.91	\$473.91	\$0.00	\$4,400.00	11	
Revenue Subtotal	\$473.91	\$473.91	\$0.00	\$4,400.00	11	
After Transfers	Excess Of Revenue Subtotal	\$473.91	\$473.91	\$0.00	\$4,400.00	11
3350 Commissions, Sw Chg Coll						
Revenue						
30 Water & Sewer Fund						
3350 Commissions, Sw Chg Coll						
30-3350-0000 COMMISSIONS, SEWER CHARGE COLL	1,876.29	1,876.29	0.00	8,000.00	23	
3350 Commissions, Sw Chg Coll Subtotal	\$1,876.29	\$1,876.29	\$0.00	\$8,000.00	23	

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30 Water & Sewer Fund Subtotal	\$1,876.29	\$1,876.29	\$0.00	\$8,000.00	23	
Revenue Subtotal	\$1,876.29	\$1,876.29	\$0.00	\$8,000.00	23	
After Transfers	Excess Of Revenue Subtotal	\$1,876.29	\$1,876.29	\$0.00	\$8,000.00	23
3430						
Revenue						
10 General Fund						
3430						
10-3430-0003 GRANTS -POLICE DEPT	0.00	0.00	0.00	6,770.00	0	
3430 Subtotal	\$0.00	\$0.00	\$0.00	\$6,770.00	0	
10 General Fund Subtotal	\$0.00	\$0.00	\$0.00	\$6,770.00	0	
Revenue Subtotal	\$0.00	\$0.00	\$0.00	\$6,770.00	0	
After Transfers	Deficiency Of Revenue Subtotal	\$0.00	\$0.00	\$0.00	\$6,770.00	0
3500 Other Financing						
Other Financing Source						
10 General Fund						
3500 Other Financing						
10-3500-0000 SALE OF PERSONAL PROPERTY	0.00	0.00	0.00	14,970.00	0	
10-3500-0300 TRANSFER FROM FUND BALANCE	0.00	0.00	0.00	1,213,866.00	0	
10-3500-0500 GRANT (GOVERNMENTAL) FUNDS	0.00	0.00	0.00	30,000.00	0	
3500 Other Financing Subtotal	\$0.00	\$0.00	\$0.00	\$1,258,836.00	0	
10 General Fund Subtotal	\$0.00	\$0.00	\$0.00	\$1,258,836.00	0	
Other Financing Source Subtotal	\$0.00	\$0.00	\$0.00	\$1,258,836.00	0	
After Transfers	Deficiency Of Revenue Subtotal	\$0.00	\$0.00	\$0.00	\$1,258,836.00	0
3710 Water Sales						
Revenue						
30 Water & Sewer Fund						
3710 Water Sales						
30-3710-0000 WATER CHARGES	-464.89	-464.89	0.00	641,000.00	0	
30-3710-0100 MSD CHARGES	-273.35	-273.35	0.00	422,240.00	0	
30-3710-0200 AMI TRANSMITTER CHARGES	-7.12	-7.12	0.00	8,867.00	0	
3710 Water Sales Subtotal	-\$745.36	-\$745.36	\$0.00	\$1,072,107.00	0	
30 Water & Sewer Fund Subtotal	-\$745.36	-\$745.36	\$0.00	\$1,072,107.00	0	
Revenue Subtotal	-\$745.36	-\$745.36	\$0.00	\$1,072,107.00	0	
After Transfers	Deficiency Of Revenue Subtotal	-\$745.36	-\$745.36	\$0.00	\$1,072,107.00	0
3730 Water Tap & Connect Fees						
Revenue						
30 Water & Sewer Fund						
3730 Water Tap & Connect Fees						
30-3730-0000 WATER TAP AND CONNECTION FEES	150.00	150.00	0.00	10,000.00	2	

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3730 Water Tap & Connect Fees Subtotal	\$150.00	\$150.00	\$0.00	\$10,000.00	2
30 Water & Sewer Fund Subtotal	\$150.00	\$150.00	\$0.00	\$10,000.00	2
Revenue Subtotal	\$150.00	\$150.00	\$0.00	\$10,000.00	2
After Transfers Excess Of Revenue Subtotal	\$150.00	\$150.00	\$0.00	\$10,000.00	2
3900					
Other Financing Source					
10 General Fund					
3900					
10-3900-4000 FINANCING PROCEEDS-LEASES	0.00	0.00	0.00	85,000.00	0
3900 Subtotal	\$0.00	\$0.00	\$0.00	\$85,000.00	0
10 General Fund Subtotal	\$0.00	\$0.00	\$0.00	\$85,000.00	0
Other Financing Source Subtotal	\$0.00	\$0.00	\$0.00	\$85,000.00	0
After Transfers Deficiency Of Revenue Subtotal	\$0.00	\$0.00	\$0.00	\$85,000.00	0
4000					
Revenue					
40 Capital Project Fund					
4000					
40-4000-1100 ARP DISTRIBUTION	0.00	0.00	0.00	451,275.58	0
4000 Subtotal	\$0.00	\$0.00	\$0.00	\$451,275.58	0
40 Capital Project Fund Subtotal	\$0.00	\$0.00	\$0.00	\$451,275.58	0
Revenue Subtotal	\$0.00	\$0.00	\$0.00	\$451,275.58	0
After Transfers Deficiency Of Revenue Subtotal	\$0.00	\$0.00	\$0.00	\$451,275.58	0
4200 Administration					
Expenditure					
4200 Administration					
10-4200-0200 SALARIES	44,301.34	44,301.34	0.00	357,385.00	12
10-4200-0500 FICA	3,299.11	3,299.11	0.00	27,340.00	12
10-4200-0600 HEALTH INSURANCE (MEDICAL)	3,217.16	3,217.16	0.00	41,748.00	8
10-4200-0650 DENTAL, VISION, LIFE INSURANCE	717.34	717.34	0.00	10,500.00	7
10-4200-0675 HEALTH REIMBURSEMENT ACC	500.00	500.00	0.00	7,500.00	7
10-4200-0700 LGERS RETIREMENT	9,037.42	9,037.42	0.00	72,478.00	12
10-4200-0800 401K SUPP RETIREMENT	2,156.43	2,156.43	0.00	17,869.00	12
10-4200-1000 ACCOUNTING & TAXES	24,132.75	24,132.75	0.00	60,000.00	40
10-4200-1200 POSTAGE, PRINTING, STATIONARY	599.93	599.93	0.00	12,500.00	5
10-4200-1400 MILEAGE & BOARD SALARY	1,800.00	1,800.00	0.00	21,600.00	8
10-4200-1500 BLDG & GRNDS MAINTENANCE	0.00	0.00	0.00	15,000.00	0
10-4200-1700 MAINTENANCE/REPAIRS-VEHICLES	58.49	58.49	0.00	100.00	58
10-4200-3300 SUPPLIES AND EQUIPMENT	425.16	425.16	0.00	15,000.00	3
10-4200-5300 DUES & FEES	3,121.75	3,121.75	0.00	12,000.00	26

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		Encumbrance (\$)	Encumbrance (\$)		
10-4200-5700 MISCELLANEOUS	0.00	0.00	0.00	5,000.00	0
10-4200-6000 CAPITAL OUTLAY	0.00	0.00	0.00	40,000.00	0
10-4200-6500 STAFF DEVELOPMENT	1,956.74	2,673.74	717.00	20,000.00	13
10-4200-8200 DEBT SERVICE LEASES-PRINCIPAL	541.10	541.10	0.00	5,400.00	10
10-4200-8201 DEBT SERVICE LEASES-INTEREST	224.40	224.40	0.00	2,000.00	11
4200 Administration Subtotal	\$96,089.12	\$96,806.12	\$717.00	\$743,420.00	13
Expenditure Subtotal	\$96,089.12	\$96,806.12	\$717.00	\$743,420.00	13
Before Transfers	Deficiency Of Revenue Subtotal	-\$96,089.12	-\$96,089.12	-\$717.00	13
After Transfers	Deficiency Of Revenue Subtotal	-\$96,089.12	-\$96,089.12	-\$717.00	13
5100 Police Department					
Expenditure					
5100 Police Department					
10-5100-0200 SALARIES	126,716.23	126,716.23	0.00	1,100,444.00	12
10-5100-0300 OVERTIME	173.07	173.07	0.00	0.00	*100
10-5100-0400 SEPARATION ALLOWANCE	0.00	0.00	0.00	16,445.00	0
10-5100-0500 FICA	9,490.17	9,490.17	0.00	84,184.00	11
10-5100-0600 HEALTH INSURANCE (MEDICAL)	11,598.93	11,598.93	0.00	141,944.00	8
10-5100-0650 DENTAL, VISION, LIFE INSURANCE	1,706.66	1,706.66	0.00	35,700.00	5
10-5100-0675 HRA HEALTH REIMB ACCT	1,875.00	1,875.00	0.00	25,500.00	7
10-5100-0700 LGERS RETIREMENT	26,090.34	26,090.34	0.00	239,016.00	11
10-5100-0800 401K SUPP RETIREMENT	6,102.29	6,102.29	0.00	55,022.00	11
10-5100-1500 MAINT/REPAIR - BLDG/GROUNDS	0.00	0.00	0.00	10,000.00	0
10-5100-1600 MAINT/REPAIR - EQUIPMENT	0.00	0.00	0.00	5,000.00	0
10-5100-1700 MAINT/REPAIR - VEHICLES	1,640.86	1,640.86	0.00	25,000.00	7
10-5100-3100 MOTOR FUELS	1,311.68	1,311.68	0.00	18,000.00	7
10-5100-3300 SUPPLIES	1,519.34	1,519.34	0.00	10,000.00	15
10-5100-3600 UNIFORMS	416.00	3,316.00	2,900.00	15,000.00	22
10-5100-3700 SOFTWARE	444.00	444.00	0.00	18,725.00	2
10-5100-3800 TECHNOLOGY	15,885.29	15,885.29	0.00	102,250.00	16
10-5100-4000 RENTALS	0.00	0.00	0.00	505.00	0
10-5100-5700 MISCELLANEOUS	5,649.20	9,737.15	4,087.95	10,000.00	97
10-5100-5800 PHYSICAL EXAMS	0.00	0.00	0.00	2,500.00	0
10-5100-6500 STAFF DEVELOPMENT	169.70	2,926.14	2,756.44	10,000.00	29
10-5100-7400 CAPITAL EQUIPMENT PURCHASES	0.00	61,256.17	61,256.17	125,000.00	49
5100 Police Department Subtotal	\$210,788.76	\$281,789.32	\$71,000.56	\$2,050,235.00	14
Expenditure Subtotal	\$210,788.76	\$281,789.32	\$71,000.56	\$2,050,235.00	14
Before Transfers	Deficiency Of Revenue Subtotal	-\$210,788.76	-\$210,788.76	-\$71,000.56	10
After Transfers	Deficiency Of Revenue Subtotal	-\$210,788.76	-\$210,788.76	-\$71,000.56	10

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5200 Fire Services					
Expenditure					
5200 Fire Services					
10-5200-0000 FIRE CONTRACT	106,250.00	106,250.00	0.00	425,000.00	25
5200 Fire Services Subtotal	\$106,250.00	\$106,250.00	\$0.00	\$425,000.00	25
Expenditure Subtotal	\$106,250.00	\$106,250.00	\$0.00	\$425,000.00	25
Before Transfers	Deficiency Of Revenue Subtotal	-\$106,250.00	-\$106,250.00	\$0.00	25
After Transfers	Deficiency Of Revenue Subtotal	-\$106,250.00	-\$106,250.00	\$0.00	25
5600 Public Works					
Expenditure					
5600 Public Works					
10-5600-0200 SALARIES	28,117.32	28,117.32	0.00	221,831.00	13
10-5600-0500 FICA	2,085.20	2,085.20	0.00	16,970.00	12
10-5600-0600 HOSPITAL INSURANCE (MEDICAL)	2,743.25	2,743.25	0.00	41,748.00	7
10-5600-0650 DENTAL, VISION, LIFE INSURANCE	491.60	491.60	0.00	10,500.00	5
10-5600-0675 HRA HEALTH REIMB ACCT	437.50	437.50	0.00	7,500.00	6
10-5600-0700 LGERS RETIREMENT	5,736.41	5,736.41	0.00	48,182.00	12
10-5600-0800 401K SUPP RETIREMENT	1,312.77	1,312.77	0.00	11,092.00	12
10-5600-1300 STREETLIGHTS ELECTRIC	34.71	34.71	0.00	16,800.00	0
10-5600-1500 MAINT/REPAIR - BLDG/GROUNDS	898.05	898.05	0.00	10,000.00	9
10-5600-1600 MAINT/REPAIR- STREETLIGHTS	0.00	0.00	0.00	15,000.00	0
10-5600-1700 MAINT/REPAIR - VEHICLES	1,931.98	1,931.98	0.00	16,800.00	11
10-5600-3100 MOTOR FUELS	1,049.32	1,049.32	0.00	15,000.00	7
10-5600-3300 SUPPLIES	3,176.15	3,176.15	0.00	9,600.00	33
10-5600-3400 STREET SIGNS & NUMBERS	0.00	0.00	0.00	1,000.00	0
10-5600-3600 UNIFORMS	276.07	2,700.00	2,423.93	10,000.00	27
10-5600-3800 TECHNOLOGY	144.97	144.97	0.00	1,680.00	9
10-5600-5200 PARKS	576.00	3,697.92	3,121.92	75,000.00	5
10-5600-5202 GREENWOOD PARK STREAM RESTORA	0.00	0.00	0.00	60,000.00	0
10-5600-5800 PHYSICAL EXAMS	0.00	0.00	0.00	1,000.00	0
10-5600-5900 MISCELLANEOUS	0.00	0.00	0.00	5,000.00	0
10-5600-6000 CAPITAL OUTLAY	0.00	0.00	0.00	22,800.00	0
10-5600-6500 STAFF DEVELOPMENT	399.00	698.00	299.00	6,000.00	12
40-5600-7401 ARP CAPITAL PROJECTS	0.00	0.00	0.00	451,275.58	0
5600 Public Works Subtotal	\$49,410.30	\$55,255.15	\$5,844.85	\$1,074,778.58	5
Expenditure Subtotal	\$49,410.30	\$55,255.15	\$5,844.85	\$1,074,778.58	5
Before Transfers	Deficiency Of Revenue Subtotal	-\$49,410.30	-\$49,410.30	-\$5,844.85	5
After Transfers	Deficiency Of Revenue Subtotal	-\$49,410.30	-\$49,410.30	-\$5,844.85	5

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5700 Streets & Transportation					
Expenditure					
5700 Streets & Transportation					
10-5700-1600 MAINT / REPAIR-EQUIPMENT	0.00	0.00	0.00	5,000.00	0
10-5700-1700 VEHICLE REPAIRS - STREET DEPT.	144.20	144.20	0.00	1,000.00	14
10-5700-2200 CONTRACTS- PAVING & STRIPING	0.00	0.00	0.00	75,000.00	0
10-5700-2300 SUPPLIES	2,496.51	5,526.51	3,030.00	9,600.00	58
10-5700-2400 TRAFFIC SIGNS	0.00	0.00	0.00	1,000.00	0
10-5700-2500 STORM WATER DRAINAGE	206,374.12	206,374.12	0.00	1,100,000.00	19
10-5700-6500 STAFF DEVELOPMENT	0.00	0.00	0.00	2,500.00	0
10-5700-7400 CAPITAL EQUIPMENT PURCHASES	0.00	0.00	0.00	25,000.00	0
10-5700-7500 ENGINEERING	3,868.70	3,868.70	0.00	120,000.00	3
10-5700-8200 DEBT SERVICE LEASES-PRINCIPAL	666.12	666.12	0.00	7,700.00	9
10-5700-8201 DEBT SERVICE LEASES-INTEREST	278.13	278.13	0.00	3,000.00	9
5700 Streets & Transportation Subtotal	\$213,827.78	\$216,857.78	\$3,030.00	\$1,349,800.00	16
Expenditure Subtotal	\$213,827.78	\$216,857.78	\$3,030.00	\$1,349,800.00	16
Before Transfers	Deficiency Of Revenue Subtotal	-\$213,827.78	-\$213,827.78	-\$3,030.00	16
After Transfers	Deficiency Of Revenue Subtotal	-\$213,827.78	-\$213,827.78	-\$3,030.00	16
5800 Sanitation & Recycling					
Expenditure					
5800 Sanitation & Recycling					
10-5800-0200 SALARIES	19,307.78	19,307.78	0.00	142,326.00	14
10-5800-0500 FICA	1,463.64	1,463.64	0.00	10,888.00	13
10-5800-0600 HEALTH INSURANCE (MEDICAL)	2,205.55	2,205.55	0.00	25,012.00	9
10-5800-0650 DENTAL, VISION, LIFE INSURANCE	337.48	337.48	0.00	6,300.00	5
10-5800-0675 HRA HEALTH REIMB ACCT	375.00	375.00	0.00	4,500.00	8
10-5800-0700 LGERS RETIREMENT	3,730.51	3,730.51	0.00	48,182.00	8
10-5800-0800 401K SUPP RETIREMENT	911.89	911.89	0.00	11,092.00	8
10-5800-1500 GENERAL REPAIRS & MAINTENANCE	100.00	100.00	0.00	100.00	100
10-5800-1700 MAINT/REPAIRS - VEHICLES	82.31	82.31	0.00	86,400.00	0
10-5800-3100 MOTOR FUELS	1,151.88	1,151.88	0.00	24,000.00	5
10-5800-3300 SUPPLIES	41.97	41.97	0.00	1,000.00	4
10-5800-3800 TECHNOLOGY	75.00	75.00	0.00	1,000.00	8
10-5800-6000 CAPITAL OUTLAY	0.00	0.00	0.00	150,000.00	0
10-5800-8000 TIPPING FEES & BRUSH REMOVAL	800.00	800.00	0.00	27,000.00	3
10-5800-8100 RECYCLING	245.49	245.49	0.00	8,000.00	3
10-5800-8200 BRUSH & LEAF DISPOSAL FEES	900.00	900.00	0.00	43,200.00	2
10-5800-8300 DUMPSTER FEES	2,114.88	2,114.88	0.00	24,000.00	9
5800 Sanitation & Recycling Subtotal	\$33,843.38	\$33,843.38	\$0.00	\$613,000.00	6

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Expenditure Subtotal	\$33,843.38	\$33,843.38	\$0.00	\$613,000.00	6	
Before Transfers	Deficiency Of Revenue Subtotal	-\$33,843.38	-\$33,843.38	\$0.00	-\$613,000.00	6
After Transfers	Deficiency Of Revenue Subtotal	-\$33,843.38	-\$33,843.38	\$0.00	-\$613,000.00	6
6600 General Government						
Expenditure						
6600 General Government						
10-6600-0400 OUTSIDE PROFESSIONAL SERVICES	2,425.00	2,425.00	0.00	50,000.00	5	
10-6600-0401 LEGAL SERVICES	0.00	0.00	0.00	24,000.00	0	
10-6600-1100 TECHNOLOGY	10,914.20	16,774.09	5,859.89	125,000.00	13	
10-6600-1300 MUNICIPAL UTILITIES	2,815.09	2,815.09	0.00	24,000.00	12	
10-6600-1500 GE. REPS. AND MAINT.	2,644.54	2,644.54	0.00	40,000.00	7	
10-6600-2800 ELECTIONS	0.00	0.00	0.00	1,000.00	0	
10-6600-5400 INSURANCE	122,252.86	122,252.86	0.00	120,000.00	102	
10-6600-6000 CONTINGENCY	0.00	0.00	0.00	260,708.00	0	
10-6600-6100 MISCELLANEOUS	607.33	607.33	0.00	5,000.00	12	
10-6600-6201 CORPORATE WELLNESS	0.00	0.00	0.00	12,000.00	0	
10-6600-6300 COMMUNITY EVENTS	5,619.04	5,619.04	0.00	50,000.00	11	
10-6600-6400 WILDLIFE MANAGEMENT	0.00	0.00	0.00	5,000.00	0	
10-6600-6500 FOREST MANAGEMENT	1,804.00	1,804.00	0.00	60,000.00	3	
6600 General Government Subtotal	\$149,082.06	\$154,941.95	\$5,859.89	\$776,708.00	20	
Expenditure Subtotal	\$149,082.06	\$154,941.95	\$5,859.89	\$776,708.00	20	
Before Transfers	Deficiency Of Revenue Subtotal	-\$149,082.06	-\$149,082.06	-\$5,859.89	-\$776,708.00	19
After Transfers	Deficiency Of Revenue Subtotal	-\$149,082.06	-\$149,082.06	-\$5,859.89	-\$776,708.00	19
6700 Debt Service						
Expenditure						
6700 Debt Service						
10-6700-0500 Public Works Building-Principal	0.00	0.00	0.00	84,211.00	0	
10-6700-0600 NCDEQ LOAN STRM REST	0.00	0.00	0.00	14,600.00	0	
10-6700-1500 Public Works Building-Interest	0.00	0.00	0.00	12,025.00	0	
6700 Debt Service Subtotal	\$0.00	\$0.00	\$0.00	\$110,836.00	0	
Expenditure Subtotal	\$0.00	\$0.00	\$0.00	\$110,836.00	0	
Before Transfers	Deficiency Of Revenue Subtotal	\$0.00	\$0.00	\$0.00	-\$110,836.00	0
After Transfers	Deficiency Of Revenue Subtotal	\$0.00	\$0.00	\$0.00	-\$110,836.00	0
8100 Water Dept.						
Expenditure						
8100 Water Dept.						
30-8100-0200 SALARIES	20,319.40	20,319.40	0.00	199,205.00	10	
30-8100-0400 PROFESSIONAL SERVICES	801.71	4,960.30	4,158.59	20,000.00	25	

REVENUE & EXPENDITURE STATEMENT

07/01/2024 To 07/31/2024

Town of Biltmore Forest

FY 2024-2025

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

Account	Current Period (\$)	YTD With		Budget (\$)	% Used
		Encumbrance (\$)	Encumbrance (\$)		
30-8100-0500 FICA	1,524.28	1,524.28	0.00	15,239.00	10
30-8100-0600 HEALTH INSURANCE (MEDICAL)	1,954.92	1,954.92	0.00	0.00	*100
30-8100-0650 DENTAL, VISION, LIFE INSURANCE	371.66	371.66	0.00	0.00	*100
30-8100-0675 HRA HEALTH REIMBURSEMENT ACCT	312.50	312.50	0.00	0.00	*100
30-8100-0700 LGERS RETIREMENT	4,144.85	4,144.85	0.00	40,399.00	10
30-8100-0800 401K SUPP RETIREMENT	1,170.99	1,170.99	0.00	9,960.00	12
30-8100-1200 POSTAGE, PRINTING, & STATIONARY	0.00	0.00	0.00	2,000.00	0
30-8100-1500 GENERAL REPAIRS	0.00	0.00	0.00	15,000.00	0
30-8100-3300 SUPPLIES & EQUIPMENT	140.65	140.65	0.00	15,000.00	1
30-8100-4800 WATER PURCHASES	12,521.16	12,521.16	0.00	215,545.00	6
30-8100-4900 SEWER PURCHASES	0.00	0.00	0.00	422,240.00	0
30-8100-5000 AMI TRANSMITTER FEES	0.00	0.00	0.00	8,867.00	0
30-8100-6500 STAFF DEVELOPMENT	0.00	0.00	0.00	2,500.00	0
30-8100-7400 CAPITAL IMPROVEMENT	0.00	0.00	0.00	128,552.00	0
8100 Water Dept. Subtotal	\$43,262.12	\$47,420.71	\$4,158.59	\$1,094,507.00	4
Expenditure Subtotal	\$43,262.12	\$47,420.71	\$4,158.59	\$1,094,507.00	4
Before Transfers	Deficiency Of Revenue Subtotal	-\$43,262.12	-\$43,262.12	-\$4,158.59	4
After Transfers	Deficiency Of Revenue Subtotal	-\$43,262.12	-\$43,262.12	-\$4,158.59	4
GRAND TOTAL	-\$746,906.29	-\$837,517.18	-90,610.89	\$32,965.00	-2,541

**BOARD OF COMMISSIONERS MEETING
STAFF MEMORANDUM
AUGUST 13, 2024**



Agenda Item E-5

Town Manager's Monthly Report

July 2024 Board Meeting Items

Brooklawn Park Bridge Proposal

Per the Board's request last month, staff contacted the trail contractor for a review and pricing of a potential bid across Four Mile Creek. The contractor's first availability to review this area and provide an estimate is Wednesday, August 14. We will provide this information to the Board at our next meeting in September.

Ordinance Review and Draft Amendments

Last month, the Board discussed potential amendments to the existing ordinance titled "sounds impacting residential life". Staff and the Town Attorney continue to review this and anticipate having a draft amendment for the Board's review at the September meeting.

Project Updates

Facility Design Project

Staff provided the Board copies of the last revisions for the Public Works materials and equipment facility and the new Police Department at the first of August. A meeting with the consultant to review their final design and impetus behind their recommendations will be scheduled for September.

Stormwater Project – Stuyvesant, Lone Pine, Vanderbilt, & Park Roads

The large stormwater project is progressing very well. Crews crossed Park Road late last week and will soon move across to the eastern side of Vanderbilt Road. Once in this location, they will move north to the five points intersection. Public Works and the Police Department are coordinating road closures via the BFPD app. The majority of Rosebank Park, and all playground equipment, remained open during construction through the park.

Greenwood Park

The continued improvements in Greenwood Park are taking place. The bridge is complete and extensive landscaping, fine grading, and asphaltting of the walking path are taking place or have been completed. Additional work will be completed in the park in the

coming months, including planting and further enhancements. We appreciate everyone's patience with this project as it nears completion.

Emergency Stormwater Repair

Public Works crews noted a sinkhole off the edge of Southwood Road nearly three weeks ago and were able to have a contractor in place shortly thereafter to repair this line. The repair crosses under Brookside Road at the Southwood intersection.

BOARD OF COMMISSIONERS MEETING
STAFF MEMORANDUM
AUGUST 13, 2024



AGENDA ITEM F-1

Duke Energy Targeted Underground Project – Update
Jennifer Bennett, Government & Community Relations Manager
Tyler Van Hook, Senior Stakeholder Engagement Manager

Background

Duke Energy began a Targeted Underground Project (TUG) in Biltmore Forest with easement acquisition and right of way design in 2020. Construction work began in 2021, with the project resulting in buried lines beginning in the south end of Town and finishing just north of the Biltmore Forest Country Club in 2023. At that time, Duke faced logistical challenges and delays in acquiring the underground transformers that led to a planned hiatus while these logistical issues could be rectified. Right of way acquisition and design continued, however, but lines have not been buried since that time.

Duke anticipates continued delays and their representatives will be on hand at the Board meeting to discuss the current status and answer any questions the Board may have.

July 5, 2024



UML1 T1 P1 *****SNGLP 400
TOWN HALL
OR CURRENT RESIDENT
355 VANDERBILT RD
ASHEVILLE NC 28803-2950



1

Dear Town Hall,

As part of our ongoing efforts to build a smarter, cleaner, more reliable energy future, Duke Energy continues to strengthen the electric grid, making it more resistant to outages from severe weather and more resilient to restore power faster when outages occur.

You were notified earlier of opportunities to improve service in your neighborhood through a targeted undergrounding project – placing more vulnerable power lines underground. As we shared then, we want to keep you informed as these projects advance.

Latest Updates

As with any major infrastructure project, schedules may change due to weather, availability of resources and materials and other challenges. Like many other industries, electric utilities are not immune to temporary supply chain challenges, especially around some of the components needed for undergrounding work. To help ensure needed inventories for outage restoration, major storm response and daily operational needs, we are delaying some proactive underground grid improvements, including the one scheduled for your property, until supplies return to more normal levels.

While some underground work is temporarily delayed, we will continue to make other grid improvements that will benefit your community. Ongoing overhead improvements will support upcoming undergrounding projects, like the one planned for your neighborhood, and add increased capabilities to the grid that serve all customers.

Actions for You

As part of our preparations to initiate the undergrounding project in your area, you may have been asked to sign an easement. If you already signed an easement, you will not need to sign again when the project is reinitiated and there is no action for you at this time.

We will notify you when circumstances allow us to revisit this underground project in the future. In the meantime, if I can answer any questions, please feel welcome to contact me at Tyler.VanHook@duke-energy.com.

Kind regards,



Tyler Van Hook
Public Engagement Manager
Targeted Undergrounding

BOARD OF COMMISSIONERS MEETING
STAFF MEMORANDUM
AUGUST 13, 2024



AGENDA ITEM F-2

Consideration of Resolution 2024-05
A Resolution Authorizing the Surplus of
Police Department Pistols

Background

The Town Code of Ordinances allows the Town Manager to sell property if valued at less than \$500 provided the Board is notified after each sale, and if the items are no longer deemed usable by the Town. The Board approved the purchase of new Police Department pistols in the FY25 budget cycle and those weapons are now in service. It is common for officers to purchase their old service weapons when those items are declared surplus, and the Town has allowed sales of this nature previously.

As in prior years, staff spoke with the Town's consulting law enforcement attorneys regarding this surplus and they recommend the formal resolution and surplus declaration by the Board. The attached resolution notes the serial numbers for each pistol. If approved, the pistols will be sold to each officer for a maximum of \$350.00. This sale will help offset some cost of those new weapons. The attached resolution authorizes the Town to sell these pistols to each officer and creates an appropriate record for the disposal of these weapons.

Recommendation

Approval of attached resolution, 2024-05.

BE IT FURTHER RESOLVED that the Town Manager is authorized to sell these service pistols to sworn law enforcement officers currently employed by the Town of Biltmore Forest for a maximum of \$350.00 per pistol.

This the 13th day of August, 2024.

George F. Goosmann, III
Mayor

Attest:

Laura Jacobs
Town Clerk

**BOARD OF COMMISSIONERS MEETING
STAFF MEMORANDUM**

August 13, 2024



Agenda Item F-3

**Consideration of Order for Tax Settlement
Fiscal Year 2023-2024**

Background

Pursuant to N.C.G.S. 105-373, the attached Tax Settlement must be approved by the Board of Commissioners prior to ordering the collection of taxes for the coming year. Please let me know if you have any questions regarding this settlement.



**TAX COLLECTOR
ANNUAL SETTLEMENT
FY 2024-2025**

August 8, 2024

Pursuant to the provisions of NCGS 105-373, the following is the Tax Collector's Report of Settlement for 2024 taxes for Fiscal Year 2024-2025 as of August 8, 2024.

2023 Levy from Scroll (Real & Personal Property Tax)	3,014,315
Exemptions, Releases & Deferrals	(24,859)
Afterlist	
Public Service Companies	18,605
2023 Total Levy	3,008,061
Penalties, Cost & Interest	5,287
2023 Total Charges	3,013,348
Collected (2023 Real & Personal)	3,010,648
Uncollected (2023 Real & Personal)	143.79
Percentage of Levy Collected	99.99%
Prior Years Collected During Period	13,590
Overpayments/ Prepayments	11,862.95

List of 2023 Delinquent Taxes- Real Property

- - -

Total Delinquent Taxes by Year

	2014	2015	2016	2021	2022
Year	2014	2015	2016	2021	2022
Amount	24.82	41.52	43.23	145.99	16.53

NCGS 105-373(3) requires that this settlement be submitted to the governing board. The settlement shall be entered into the minutes of the governing body as required by statute.

**BOARD OF COMMISSIONERS MEETING
STAFF MEMORANDUM**

August 13, 2024



Agenda Item F-4

**Consideration of Order for Tax Collection
Fiscal Year 2024-2025**

Background

Pursuant to N.C.G.S. 105-321, the Board of Commissioners must issue an order directing the Tax Collector to collect taxes as set forth in the Town's records. Krystal Curtis, Town Tax Collector, will send out tax notices to all property owners once the Tax Scroll from Buncombe County is provided.



ORDER OF COLLECTION

State of North Carolina
Town of Biltmore Forest

Order of the Board of Commissioners
Pursuant to NCGS 105-321 for the
Collection of 2024 and Prior Years' Taxes

To the Tax Collector of the Town of Biltmore Forest:

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

Witness my hand and official seal, this 13th day of August, 2024:

George F. Goosmann, III
Mayor, Town of Biltmore Forest

Attest:

Laura Jacobs
Clerk, Town of Biltmore Forest

The Order of Collection shall be entered into the minutes of the governing body as required by statute (NCGS 105-321(b)).