

PROPOSED AGENDA

Meeting of the Town of Biltmore Forest Board of Commissioners

To be held Tuesday, August 11, 2026 at 4:30 p.m.

A. Pledge of Allegiance

B. Roll Call

Mayor George F. Goosmann, III
Commissioner Doris P. Loomis
Commissioner Drew Stephens
Commissioner Allan Tarleton

C. Consent Agenda

1. Approval of Agenda
2. Approval of June 9, 2026 Regular Meeting Minutes
Approval of June 30, 2026 Special Call Meeting Minutes
Approval of July 20, 2026 Special Call Meeting Minutes

D. Public Comment

E. Departmental & Town Manager 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. Board Member Reports

G. Business Matters

1. Consideration of Tax Settlement – FY25-26
2. Consideration of Tax Collection Order – FY26-27
3. Consideration of On-Call Engineering Services Award
4. Discussion regarding E-Bikes and E-Motos
5. Discussion of 355 Vanderbilt Road Recombination Plat

H. Adjourn

For those interested in viewing the Board meeting remotely, please utilize the following information:

<https://us02web.zoom.us/j/82228455470?pwd=SG9WU0FwU1FSdGZveS95b3pLTU1Hdz09>

Meeting ID: 822 2845 5470

Passcode: 966757

MINUTES OF THE MEETING OF THE MAYOR AND THE TOWN
COMMISSIONERS OF BILTMORE FOREST HELD JUNE 9TH, 2026

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 Allan Tarleton, present

Commissioner Drew Stephens, present

Mr. Jonathan Kanipe, the Town Manager, was present. Town Attorney, Billy Clarke, was also present.

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

The Pledge of Allegiance was conducted.

CONSENT AGENDA

Mayor Goosmann indicated that both the agenda and the May 12th, 2026 minutes could be approved in one motion. Commissioner Tarleton made a motion to approve the consent agenda. Commissioner Stephens seconded the motion which was unanimously approved.

PUBLIC COMMENT

Ms. Martha Barnes of 100 Chauncey Circle requested that the Board briefly explain how the proposed expansion of Board of Adjustment alternate members would work in practice when that item was reached on the agenda.

Mr. Tom Milton at 42 Hilltop Road raised concerns about a large property on Hilltop Road—estimated at 8–9 acres—that remains covered with post-Helene storm debris and downed trees. His wife, a master gardener, had also identified a significant infestation of miscanthus, an invasive grass known to be a fire fuel, on the property. The resident expressed concern about wildfire risk and requested that the property owner be required to clean it up. He further noted that the invasive plants appeared to be spreading onto neighboring properties via wind and birds.

Town Manager Jonathan Kanipe responded that the Board had passed a new storm debris ordinance in April specifically to address such situations. Notices had been sent to affected property owners, and if they fail to comply within the prescribed time period, the Town may hire a contractor to perform the cleanup, with the cost assessed as an abatement on the owner's tax bill. Mr. Kanipe noted that the second concern—invasive weeds spreading from the property—was more of a standard code enforcement matter, which the town would also address.

DEPARTMENTAL REPORTS

Deputy Chief Zach Ciccilian gave the report for the Skyland Fire Department. There were 21 total calls. There were two structure fires which were outside the Town limits. two structure fires and one elevator rescue were outside town limits and handled as mutual aid calls—the elevator rescue was mutual aid to the City of Asheville.

Deputy Chief Ciccilian expressed appreciation to the Board for allowing the department to place its Safety Day promotional sign at the Town's main intersection and described it as the most traveled intersection in Asheville. He invited all residents and Commissioners to attend the Safety Day event on July 25th from 9:00 AM to 2:00 PM at

Biltmore Church on Long Shoals Road at Clayton, noting it would feature vendors, food trucks, and family-oriented safety programming.

Chief Chris Beddingfield gave the report for the Police Department. Chief Beddingfield reported 866 calls for service in May, slightly elevated but not unusual. He highlighted the department's proactive policing efforts on the Town's perimeter, which have yielded several arrests involving significant quantities of fentanyl, methamphetamine, and cocaine, and credited the work to the department's younger officers.

Chief Beddingfield provided an update on the department's ongoing state law enforcement accreditation process through the North Carolina Law Enforcement Accreditation Association. He described it as an intensive, policy-driven undertaking requiring documented proof of compliance for every policy—approximately three-quarters complete. He also noted that several officers completed training during the month, including radar certification and Crisis Intervention Training (CIT), with the goal of maintaining 100% CIT certification department-wide.

Chief Beddingfield invited the Board to a promotional ceremony for officer Michael Anton on June 17th at 3:00 PM.

Public Works Director, Mr. Harry Buckner reported the completion of the 2025 Local Water Supply Plan, an annual state-required report with no significant changes or surprises. He noted it would require Board action later in the meeting.

Mr. Buckner reported that the Town's older brush truck, in service for approximately 14 years, had been sent to the shop for deferred maintenance and would be returned to the fleet as a backup. He also reported a transmission failure on one of the older garbage trucks, which was being repaired.

Mr. Buckner alerted the Board and public to upcoming fire flow testing the following morning at approximately 8:00–9:00 AM, required to verify adequate water supply for the sprinkler systems in the new Police Department and Public Works facility. He noted the testing may temporarily discolor the water due to sediment disturbance in the lines, though the water would remain safe to use. Residents were advised to avoid laundering

white clothing until the water cleared. A Code Red notification would be sent that evening and resent the following morning.

Town Planner, Mr. Tony Williams reported the following activity for the month of May: 103 land use conferences, 2 complaints received, 2 violations resolved, 34 plans reviewed, 1 Board of Adjustment case (meeting canceled), 3 zoning permits issued, and 3 zoning clearance letters issued. In response to Commissioner Stephens question about what a zoning clearance letter is, Mr. Williams clarified that a zoning clearance letter is issued for work that does not require a Town permit but still requires a building permit, confirming Town compliance before the building permit is issued.

Town Manager, Mr. Jonathan Kanipe provided updates on several items:

Construction Projects: The Town remains on track for a January groundbreaking on the new Police Department and Public Works facility. A virtual design meeting was scheduled for the following day, with an on-site meeting at the end of the month to review design drawings and receive the second of three pricing estimates. Mr. Kanipe confirmed that the preferred financing path would be bank-placed financing, both for short-term cost efficiency and long-term suitability.

On-Call Engineering Services: A Request for Qualifications for on-call engineering services had been distributed, with at least one or two recommended firms anticipated to be presented to the Board next month.

Storm Debris – Blue Ridge Parkway: A productive meeting was held with the Blue Ridge Parkway Superintendent and their facilities and maintenance engineer regarding debris removal along the parkway. The Parkway has a prioritization methodology that accounts for proximity to homes and accessibility, including some areas requiring helicopter access. The Town successfully identified several areas of concern, and debris removal work is scheduled to begin no earlier than September. Mr. Kanipe expressed optimism about the collaborative relationship formed.

Financial Software Transition: The Town's transition to new financial software has been a significant undertaking for administrative staff, with near-daily training sessions. The

new system will be fully operational on July 1st. Because the Town is currently operating within both systems simultaneously, a previously promised Budget Amendment was not yet ready; a special meeting at the end of the month was planned to consider it.

Legislative Update – Senate Bill 889 (Property Tax Revaluation Moratorium): Mr. Kanipe briefed the Board on two bills in the General Assembly. House Bill 1089, a constitutional amendment on property tax, passed the General Assembly and will appear on the November ballot. More directly relevant to the Town, Senate Bill 889 would impose a moratorium on using new revaluation numbers for FY2026 in counties that were undergoing revaluation. Originally listing 12 counties, the bill had been the subject of active committee activity, including an amendment by Representative Lindsey Prather to exempt Buncombe County, which faced procedural obstacles. A subsequent committee substitute bill was introduced that would exempt Buncombe, Harnett, and Sampson counties from the moratorium.

Mr. Kanipe cautioned the Board that while there appeared to be support for exempting Buncombe County, the legislative process remained uncertain. He stated plainly that if Senate Bill 889 were enacted without the Buncombe exemption, the Town could be required to adopt a new budget based on 2021 assessed values—values he described as "completely inaccurate." He noted that both he and Chief Beddingfield had been actively contacting legislators from both parties to explain the fiscal impact on Biltmore Forest, and that Buncombe County had passed its own budget the previous week and was in the same position. Manager Kanipe described the situation as "patently unfair" and noted the state's fiscal research division was unable to produce a fiscal note for the bill because the variable impacts were too numerous to calculate.

Regional Tick Research Initiative: Mr. Kanipe reported that a partnership involving the UNC School of Medicine and the Town—discussed at a prior LEADS Committee meeting—was developing rapidly. A grant application was being developed through Dogwood Health Trust, and a full day meeting with the research was anticipated in July.

National League of Cities Conference: Mr. Kanipe reported attending the National League of Cities Risk Information Sharing Consortium conference, which he described as one of the

most valuable conferences he had attended. He expressed confidence that his service on the League's board of trustees would continue to benefit the Town.

BOARD MEMBER REPORTS

There were no Board Member reports.

PUBLIC HEARING

Commissioner Loomis made a motion to go into Public Hearing and Commissioner Tarleton seconded the motion which was unanimously approved at 4:51pm.

Mr. Kanipe discussed the FY 2026-27 Annual Budget describing it as a transition document that moves the town past the immediate recovery phase following Hurricane Helene toward long-term infrastructure investment. Key points:

- Reduction of the tax rate from **34.5 cents to 31.5 cents** per \$100 of assessed value (revenue neutral rate: 21.2 cents), enabled by a **62.6% growth** in the town's tax base from \$882 million to \$1.437 billion in assessed value.
- **\$210,000** allocated to begin paying down the state cash flow loan received during Helene recovery.
- Approximately **\$500,000** allocated to complete pre-design work for the construction projects.
- Approximately **\$300,000** for initial debt service.
- A **3.3% cost-of-living adjustment** for staff, based on March CPI data.
- Continued funding of state retirement system contributions and the town's 5% 401(k) benefit.
- Funding for a parks and land master plan, and planned service additions through public works including brush and potential leaf pickup services.

Commissioner Stephens expressed support for the budget as forward-looking and appropriately prepared for known and unknown future needs. Commissioner Tarleton asked about contingency planning if Senate Bill 889 were enacted without the Buncombe exemption. Mr. Kanipe outlined several measures he had already identified, including deferring the \$210,000 state loan repayment (not due until 2030), potentially requesting that the bank financing structure defer interest payments until FY2028, and reviewing new service provisions for possible deferral. He acknowledged the difficulty of planning against an indeterminate variable, noting the state's own fiscal research division could not produce a fiscal estimate for the bill.

Commissioner Loomis asked whether the Town would need to go through a formal Public Hearing and budget adoption process if the moratorium were applied. Mr. Kanipe confirmed that would be required.

No members of the public offered comment. A Motion to close the Public Hearing was made by Commissioner Stephens and seconded by Commissioner Tarleton. The motion was unanimously approved at 5:00pm

Zoning Text Amendment 2026-01

The Board moved into Public Hearing for Zoning Text Amendment 2026-01. Commissioner Loomis made a motion and Commissioner Tarleton seconded the motion which was unanimously approved.

Mr. Kanipe presented two Ordinances comprising the Amendment, both recommended for approval by the Planning Commission in April after several months of development, and both found consistent with the Town's Comprehensive Plan.

Ordinance 2026-02 – Lighting Standards: This Ordinance updates, standardizes, and clarifies permissible outdoor illumination levels, fixture types, and shielding requirements. The primary goals are to eliminate light trespass between properties, require downward-shielding of exterior fixtures, and standardize warm color temperatures. Limited landscape uplighting is permitted provided it does not extend beyond the property footprint. Nonconforming fixtures may remain in place and would only be required to come into

compliance when replaced, modified, following a verified complaint, or upon significant redevelopment. Mr. Kanipe noted the Ordinance originated in part from increased feedback about visible neighbor lighting following Helene's removal of tree cover.

Ms. Martha Barnes raised questions about enforcement—specifically, how light trespass would be measured and how interior lighting that spills beyond the building envelope would be handled. Mr. Kanipe and Mr. Williams acknowledged that enforcement would primarily be complaint-driven, and that the Ordinance would serve as a tool for neighbor-to-neighbor resolution, with the Town available to intervene when necessary. Commissioner Loomis noted that the Planning Commission had succeeded in bringing structure and clarity to what had been a vague prior ordinance. Mr. Kanipe stated that the Town would pursue educational outreach through newsletters over the coming months before active enforcement.

Ordinance 2026-03 – Setback Adjustments: This Ordinance establishes clear definitions for calculating setbacks on large, irregularly shaped parcels of 25 acres or greater—referred to as "amorphous parcels." Examples include the Biltmore Forest Country Club (131 acres) and Carolina Day School. The Ordinance establishes a 60-foot setback from road frontage (consistent with the R-1 district front yard setback) and a 25-foot setback from any abutting private property lines, replacing the impractical standard of calculating setbacks from the building face. Mr. Kanipe confirmed that no existing properties are believed to be in violation of the proposed standard.

Commissioner Tarleton asked about enforcement mechanisms. Mr. Kanipe explained that Ordinance violations are treated as civil citations under a 2021 change in state law, with a maximum civil fine of \$50. Chief Beddingfield noted that the more typical approach is to advise the resident of the Ordinance and request compliance, which resolves the matter in the vast majority of cases.

No members of the public offered comment beyond Board member Barnes's questions, which were addressed. The Board moved out of Public Hearing. A motion was made to close the Public Hearing by Commissioner Stephens and seconded by Commissioner Loomis. The motion was unanimously passed at 5:11pm.

BUSINESS MATTERS

Consideration of FY 2026-2027 Annual Budget

A motion was made by Commissioner Stephens, Commissioner Loomis seconded the motion and the 2026-2027 Annual Budget was unanimously approved.

Consideration of FY 2026-2027 Schedule of Fees

Town Manager Kanipe presented the proposed Schedule of Fees. The principal change is a 9% increase in water rates, necessitated by the City of Asheville's ongoing bulk water rate increases to the Town. Asheville has raised the Town's wholesale water rate by a total of 100% over three years (33% per year for FY2025, FY2026, and FY2027). Mr. Kanipe noted this final scheduled increase takes effect July 1st, and that the Town's own cumulative rate increases over the same period total approximately 18%, with the water fund remaining financially viable and solvent.

Motion to approve the FY2026-2027 Schedule of Fees was made By Commissioner Loomis and seconded by Commissioner Stephens. The motion approved unanimously.

Consideration of FY2026 Audit Agreement with Carter, PC

Town Manager Kanipe noted that Carter, PC has served as the Town's auditor and that their fee reflects no new increase from the prior year. Additional costs were incurred this cycle due to the volume of federal awards associated with Helene recovery, but those were absorbed. The agreement is a standard Local Government Commission (LGC) contract that must also be approved by the LGC.

A Motion to approve the FY2025-2026 Audit Contract with Carter, PC was made by Commissioner Stephens and seconded by Commissioner Tarleton. The motion was unanimously approved.

Consideration of Zoning Text Amendment 2026-01 – Ordinances Amending the Town of Biltmore Forest Zoning Ordinance

a) Consideration of Ordinance 2026-02-Lighting Standards

b) Consideration of Ordinance 2026-03-Setback Adjustments

A motion to adopt Zoning Text Amendment 2026-01, encompassing Ordinance 2026-02 (Lighting Standards) and Ordinance 2026-03 (Setback Adjustments), was made by Commissioner Tarleton and seconded by Commissioner Stephens. The motion was approved unanimously.

Consideration of Ordinances 2026-04 an Ordinance to Amend the Town of Biltmore Forest Town Code.

Mr. Kanipe presented Ordinance 2026-04, which amends the Town Code in two areas developed by the Planning Commission over several months. Unlike Zoning Ordinances, Town Code amendments do not require a Public Hearing.

Construction and Property Maintenance Noise: The Ordinance replaces the town's former construction activity ordinance, which had been unclear in several respects—most notably, it technically prohibited all work on Sundays regardless of who was performing it, when community understanding had always been that residents were permitted to do property maintenance on Sundays. The new Ordinance draws a clear distinction between commercial/contractor activity and resident-performed property maintenance:

- Commercial construction and contractor work is permitted Monday through Saturday, 7:00 AM to 6:00 PM, with no commercial activity on Sundays except for emergency

repairs. This schedule is now tied to the Town's official holiday schedule for uniformity.

- Resident-performed property maintenance using powered equipment is permitted Monday through Saturday per the same hours, and on Sundays from 12:00 PM to 6:00 PM, except for emergency repairs.

General Noise (Quiet Enjoyment of Residential Property): A new general noise section covering all non-construction noise—parties, music, barking dogs, and similar disturbances—was established. This section uses the standard of "plainly audible," preferred by Chief Beddingfield over decibel measurements for enforceability. Quiet hours are established as 10:00 PM to 7:00 AM. Exemptions include emergency operations, generators during power outages, and town-sponsored or town-approved special events.

Chief Beddingfield expressed support for the Ordinance, noting it would allow Officers to clearly explain what is and is not permitted—a significant improvement over the prior vague standard. Commissioner Stephens raised the question of whether the Board could pilot the Ordinance before full enactment; Mr. Kanipe indicated that enactment would be necessary for any practical implementation, but committed to returning with a report in two to three months on how the ordinance was functioning. Commissioner Tarleton asked about enforcement penalties; Mr. Kanipe confirmed violations are civil citations with a \$50 maximum fine, with the primary enforcement tool being officer discretion and voluntary compliance.

A motion to adopt Ordinance 2026-04 was made by Commissioner Stephens and seconded by Commissioner Loomis. The motion was approved unanimously.

Consideration of Resolution 2026-04-Local Water Supply Plan

Mr. Buckner presented the 2025 Local Water Supply Plan, an annual report required by the NC Public Water Supply Section. He explained that as a wholesale purchaser from the City of Asheville, the Town's supply planning primarily involves ensuring its purchase contract with Asheville sufficiently exceeds projected demand. The report confirmed the contract continues to exceed historical and projected usage through 2050, with no supply concerns

anticipated. Mr. Buckner noted the town's unaccounted-for water loss was approximately 14%—well below the industry average of 30–40%—attributable in large part to a wholesale system replacement performed around 2004. The Board was required to formally acknowledge and adopt the report before it is submitted to the state.

Motion to adopt Resolution 2026-04 approving the Local Water Supply Plan was made by Commissioner Loomis and seconded by Commissioner Tarleton. The motion was approved unanimously.

Consideration of Ridgefield Place/Hendersonville Road Intersection Adjustment

Mr. Kanipe provided a status update on the Ridgefield Place/Hendersonville Road intersection, a safety issue that has been under study since approximately 2021. He reviewed the options previously discussed—full closure with a cul-de-sac, a T-shaped turnaround, and a right-out-only modification—noting that only the right-out-only option could be built within the existing town right-of-way. The cul-de-sac and T-turnaround options would require land acquisition.

Commissioner Stephens, who lives adjacent to Ridgefield Place, opened the Board discussion by expressing a preference for a cul-de-sac as a permanent, comprehensive solution rather than a phased approach that might require multiple rounds of construction. He emphasized the importance of hearing from residents before any formal action and noted that widening Eastwood Road to accommodate separate right- and left-turn lanes—a recent DOT commitment—would be a critical prerequisite to closing Ridgefield, as it would alleviate the anticipated increase in Eastwood traffic.

Commissioner Tarleton stated he was not yet certain of the right solution but acknowledged driving Ridgefield Place to understand the concern firsthand, noting the road's narrowness, proximity of homes to the pavement, and heavy pedestrian and bicycle use. He indicated a tentative lean toward a cul-de-sac but emphasized the need for expert input and cost/acquisition analysis. Commissioner Loomis expressed concern about the safety risk at

the intersection on a daily basis and said she would prefer a cul-de-sac, but was concerned about the time it could take to implement given the ongoing hazard.

Several residents of Ridgefield Place addressed the Board:

A resident near the Hendersonville Road end of the street acknowledged that she and her neighbors would face the greatest inconvenience from closure, as they currently use the Hendersonville Road intersection regularly. However, she expressed willingness to accept that inconvenience in the interest of overall safety, citing the volume of conflicting traffic movements at the intersection.

A resident at 18 Ridgefield Place stated that safety should be the primary consideration. She referenced speeding construction trucks and residents, and expressed concern for children playing near the road.

Mr. Oby Morgan of 10 Ridgefield Place spoke in support of a cul-de-sac, noting that based on personal observation, the majority of traffic on Ridgefield is not local to the street. He noted the street's small home sizes make it likely to continue attracting young families and emphasized the importance of safety for children.

A resident of 24 Ridgefield Place expressed support for the prior speakers' positions and urged the Board to move forward with action, having followed the matter for years.

Dr. Harley, owner of properties at 1249 and 1251 Hendersonville Road adjacent to the Ridgefield Place terminus, offered an extensive analysis based on his own field observations. He argued that other intersections in the area—Cedarcliff and Browntown—present greater visibility hazards than Ridgefield Place, which he described as having a clear sightline. He cited the long traffic light cycle at Hendersonville Road (up to six minutes) as a primary driver of cut-through traffic, and suggested the town may not have sufficient data to make the decision, recommending pneumatic tube traffic counters to gather precise volume and speed data. He also raised concerns about the increased traffic burden that closure would impose on the portion of Ridgefield nearest Hendersonville Road, and about the adequacy of the turnaround area—suggesting a dead-end with a turnaround on his adjacent property as a lower-impact alternative to a full cul-de-sac. He concluded by noting that a large segment of

the broader town population who use Ridgefield Place as a through-route had not been directly notified of the pending decision.

Commissioner Stephens acknowledged Dr. Harley's concerns about access to his properties at 1249 and 1251 Hendersonville Road, noting that if a cul-de-sac were constructed near the top of Ridgefield, the remaining road below it could effectively serve as a private driveway for those properties.

Commissioner Loomis urged Dr. Harley to meet directly with Mr. Kanipe to explore design alternatives that could protect his property access while achieving the road closure.

Commissioner Stephens noted that a 2024 survey of Ridgefield Place residents showed approximately 21 out of 23 respondents in favor of closure. He also referenced historical precedent—other streets in the Forest, including Greenwood Place, had been closed in the past. He advocated for a well-designed cul-de-sac with appropriate landscaping and confirmed access for emergency vehicles, and underscored that securing the Eastwood Road lane improvements ahead of any closure was critical.

No formal action was taken. The Board indicated it would continue discussions with Mr. Kanipe and directed Mr. Kanipe to meet with Dr. Harley to explore design options.

Consideration of Board of Adjustment Alternate Member Appointments

Mr. Kanipe explained that the impetus for expanding the pool of Board of Adjustment alternates came from a recommendation by Town Attorney Billy Clarke following recent instances where meetings had to be canceled or agendas modified due to insufficient membership. Under state law, four affirmative votes are required to approve a variance, which is difficult to achieve when only three members can attend. Adding a deeper bench of alternates would allow two alternates to be present at each meeting on a rotating basis, ensuring quorum and sufficient voting capacity are maintained.

Mayor Goosmann announced the four nominees for alternate appointment: Steve Hodges, Bruce Johnson, Fred Coon, and Oby Morgan.

Motion to approve the appointment of Steve Hodges, Bruce Johnson, Fred Coon, and Oby Morgan as alternate members of the Board of Adjustment was made by Commissioner Stephens and seconded by Commissioner Loomis. The motion passed unanimously.

Commissioner Stephens welcomed Mr. Morgan, acknowledging his consistent attendance at Town meetings over the past several months.

Mayor Goosmann adjourned the meeting at 6:28pm.

The next meeting is scheduled for Tuesday, August 11th, 2026 at 4:30 pm.

ATTEST:

Laura Jacobs

Town Clerk

George F. Goosmann, III

Mayor

MINUTES OF SPECIAL CALL MEETING OF THE MAYOR AND TOWN
COMMISSIONERS OF

BILTMORE FOREST HELD TUESDAY, JUNE 30th, 2026 at 4:00PM

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:

Those present:

Mayor George F. Goosmann, III

Commissioner, Doris P. Loomis

Commissioner, Allan Tarleton

Commissioner, Drew Stephens

Town Manager, Mr. Jonathan Kanipe was present via Zoom. Town Attorney, Mr. Billy Clarke was also present. The purpose of this Special Call Meeting is to consider year-end budget amendments for fiscal year 2025-2026 and to consider adoption of the Buncombe/Madison Regional Hazard Mitigation Plan.

Consideration of FY2025-2026 Budget Amendments. Commissioner Loomis made a motion to approve the FY25-26 budget amendments. Commissioner Tarleton seconded the motion and was unanimously approved.

Consideration of Resolution 2026-05-Adoption of the Buncombe/Madison Regional Hazard Mitigation Plan. Commissioner Tarleton made a motion to approve the adoption of the Buncombe/Madison Regional Hazard Mitigation Plan, Commissioner Stephens seconded the motion and was unanimously approved. The meeting was adjourned at 4:11pm.

ATTEST:

Laura Jacobs, Town Clerk

George F. Goosmann, III, Mayor

MINUTES OF SPECIAL CALL MEETING OF THE MAYOR AND TOWN
COMMISSIONERS OF

BILTMORE FOREST HELD TUESDAY, JULY 20th, 2026 at 4:00PM

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:

Those present:

Mayor George F. Goosmann, III

Commissioner, Doris P. Loomis

Commissioner, Allan Tarleton

Commissioner, Drew Stephens

Town Manager, Mr. Jonathan Kanipe and Town Attorney, Billy Clarke were also present. The purpose of this Special Call Meeting is to consider the FY 2026-2027 Budget Amendment and FY 26-27 Schedule of Fees Amendment. The recommendation to increase the tax rate to .515 per \$100 valuation. Commissioner Tarleton made a motion to approve the FY 2026-2027 Budget Amendment and Schedule of Fees Amendment. Commissioner Stephens seconded the motion and was unanimously approved. Mayor Goosmann adjourned the meeting at 4:06pm.

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 2026

Primary Incident Type

Fire - Structure Fire - Structural Involvement	1
Hazardous Situation - Hazardous Materials - Fuel Spill / Fuel Odor	1
Medical - Illness - Chest Pain (Non-Trauma)	3
Medical - Illness - Psychological Behavior Issues	1
Medical - Illness - Sick Case	1
Medical - Illness - Unconscious Victim	1
Medical - Injury / Trauma - Fall	3
Medical - Injury / Trauma - Heat / Cold Exposure	1
Medical - Injury / Trauma - Motor Vehicle Collision	3
Public Service - Citizen Assist - Lift Assist	1
Public Service - Alarms (Non Medical) - Fire / Smoke Alarm	4
Public Service - Disaster / Weather - Weather Response	3
No Emergency - Good Intent - Investigate Hazardous Release (Nothing Found)	1
Total	24

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
Allan Tarleton, Commissioner
Drew Stephens, Commissioner
Jonathan Kanipe, Town Manager

Biltmore Forest Police Department
August 11th, 2026
Commission Report
July 2026 Data

Total Calls for Service:

951 (866 last month)

Arrests:

2 -Felony Arrests-Possession of Cocaine, Carrying Concealed Weapon, Impaired Driving, and Multiple Outstanding Warrants. This was out of a traffic stop with the Parkway Police. One Possession of Methamphetamine out of traffic stop on Hendersonville Rd.

12-Misdemeanor Arrests-7 Impaired Driving Arrests, 4 Arrests for Outstanding Warrants, 1 for Carrying a Concealed Weapon, all out of traffic stops.

Citations:

64-Citations for various traffic violations (46 last month)

Time Consumption Summary:

Approximations:

Business Checks- 4 hours

House Checks- 4 hours

Radar Operation- 5 hours

Vehicle Crash Investigation- 6 hours

Notable Calls and Projects

Continued complaints of ebikes/emotorcycles reckless driving and damaging property. Two crashes with injuries both involving juveniles. We have been pushing out reminder information on the police app. Hoping to schedule an educational event very soon.

Held a Bearwise educational event in conjunction with North Carolina Wildlife. About 20 attendees and the event was very well received. Held a "Conversations with the Chief" event. Low attendance numbers but some great conversations were had. Started a foundation for future events.

Recognition of Sergeant Patrick Ridgeway for his work with North Carolina Governor's Highway Safety Program

Biltmore Forest Police Department
355 Vanderbilt Rd
Biltmore Forest , NC 28803
July 2026 Calls for Service

BILTMORE FOREST POLICE DEPARTMENT	Count	Percent
ALARM	17	1.79%
ANIMAL CONTROL	12	1.26%
ASSIST MOTORIST	13	1.37%
ASSIST OTHER AGENCY	22	2.31%
BUSINESS CHECK	512	53.84%
CHASE	1	0.11%
CHECK POINT	1	0.11%
CRIME PREVENTION	4	0.42%
DEBRIS IN ROADWAY	5	0.53%
DEPARTMENT OTHER	7	0.74%
FOLLOW UP	12	1.26%
FOLLOW-UP INVESTIGATION	5	0.53%
FRAUD	1	0.11%
GAS LEAK	1	0.11%
HOUSE CHECK	123	12.93%
IMPROPER PARKING	1	0.11%
INCOMPLETE 911	3	0.32%
INVESTIGATION	2	0.21%
JUVENILE ISSUE	3	0.32%
LARCENY	1	0.11%
MAGISTRATE	3	0.32%
MEDICAL EMERGENCY	9	0.95%
MENTAL SUBJECT	1	0.11%
NOISE COMPLAINT	3	0.32%
ORDINANCE VIOLATION	4	0.42%
PUBLIC ASSIST	7	0.74%
RADAR OPERATION	19	2.00%
ROAD BLOCKED	3	0.32%
SEARCH WARRANT	3	0.32%
SPECIAL ASSIGNMENT	3	0.32%
SPECIAL CHECK	2	0.21%
SUSPICIOUS ACTIVITY	1	0.11%
SUSPICIOUS PERSON	8	0.84%
SUSPICIOUS VEHICLE	15	1.58%
TALK WITH OFFICER	3	0.32%
TOWN HALL BUSINESS	2	0.21%
TRAFFIC CONTROL	1	0.11%
TRAFFIC STOP	103	10.83%
TREE DOWN	5	0.53%
VEHICLE ACCIDENT	6	0.63%
WELFARE CHECK	4	0.42%
Total Records For BILTMORE FOREST POLICE DEPARTMENT	951	Group/Total 100.00%

BOARD OF COMMISSIONERS MEETING

STAFF MEMORANDUM

August 6, 2026



Agenda Item D-3

Public Works Director Monthly Report

Recurring Activities:

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

- Collected 39.47 tons of garbage.
- Diverted 13.88 tons of recycled goods from garbage.
- Picked up 21 loads of brush (approximately 567 cubic yards) over 13 days.
- Responded to 50 total utility locate requests.
- Visited 13 lots documenting the removal of 53 trees and requiring 15 replacements.
- Completed daily chlorine and monthly bacteriological sampling. 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 continued to perform litter pick-ups as needed, focusing on the entrances.
- Staff continue to service our fourteen (14) dog waste stations weekly.

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

- Collected 38.39 tons of garbage.
- Diverted 13.28 tons of recycled goods from garbage.
- Picked up 17 loads of brush (approximately 459 cubic yards) over 9 days.
- Responded to 57 total utility locate requests.
- Visited 5 lots documenting the removal of 14 trees and requiring 0 replacements.
- Completed daily chlorine, monthly bacteriological sampling, and quarterly disinfection byproducts testing. 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 continued to perform litter pick-ups as needed, focusing on the entrances.
- Staff continue to service our fourteen (14) dog waste stations weekly.

Miscellaneous Activities for June and July

- The team wishes to express our appreciation to the Board for their generosity with cost-of-living and merit pay adjustments budgeted for the new 2026-2027 fiscal year. Your support of the department and your employees is much appreciated
- Supervisor Dale and I completed our department employee reviews and pay adjustments.
- Our team assisted Ms. Jacobs with the June water billing cycle.
- With the assistance of Ms. Jacobs, we published the EPA required water system Consumer Confidence Report (CCR) on-line and performed the required public notice through the water bills in the month of June.
- South route brush collections began on June 1, June 30, and July 30, 2026 and North Route collections began on June 15 and July 15, 2026.
- We had mechanical issues with the new brush truck that had it out of service in late June, causing a delay in finishing the North Route, and a 1 working day delay in starting the June 30, 2026 South Route. Repairs are ongoing.
- We did receive our old brush truck back from the shop after being refurbished and performing some engine repairs. This is allowing warranty repairs to continue on the new brush truck without disruption to the schedule.
- Our electrical contractor replaced the overhead lights in the Finance Director's office.
- I met with a contractor about repairing the exterior rotted wood trim around the west and south facing windows of the Board room. We anticipate this work to occur in September 2026.
- We replaced the transmission in our 2017 garbage truck, and purchased new tires for our 2018 garbage truck. We also had routine services performed on all the garbage trucks.
- Our new 2025 garbage truck is being serviced and adjusted at the dealer's shop.
- The 2017 garbage truck has new problems with the PTO system and is in the shop for repairs. We anticipate this to be completed in the next week or so. We are currently using two of our back-up garbage trucks.
- I coordinated the semi-annual inspection of all three Town generators.
- We completed the annual fire extinguisher inspections as required by the Fire Marshall.
- I liquidated the 2006 Ford F150 from the fleet in July.
- Our electrician has pulled new wires for the two (2) streetlights at the intersection of Vanderbilt and Busbee Roads. We are currently restoring one lamp pole and both lamp heads for reinstallation here in August.
- I attended the joint French Broad River MPO Technical Coordinating Committee (TCC) and full Board meeting on Thursday, June 11th. There is no meeting in July, but monthly meetings will resume on Thursday, August 13th.
- Supervisor Dale continues to participate on the tree committee, and I have been participating in the Friends of Biltmore Forest Committee.
- We are continuing weekly mowing activities throughout Town.
- We installed four (4) new irrigation meters in June and July, which included three (3) "long-side" taps performed by our outside contractor.

- The team performed significant clean-up work just below the Golf Course pond near the intersection of Southwood Road and Brookside Road on the Town owned property there.
- Staff performed shoulder trimming along Busbee Road from Hendersonville Road to Vanderbilt Road to improve site distances there.
- The staff also trimmed the road shoulder at the intersection of Browntown and Buena Vista to improve the site lines, and I notified the resident at Browntown Road and White Oak that their hemlock hedge needed trimming, which they chose to perform themselves.
- Our on-call employees responded to three (3) downed trees across the roadways after hours.
- Our tree removal contractor removed eight (8) dead or dying trees from the Town's right-of-way, two (2) of which were inside Greenwood Park, and assisted with an after-hours emergency tree removal.
- Our contractor anticipates performing storm drain improvements at 11-14 Hilltop Road, beginning in late August.
- The 2025 Local Water Supply Plan was approved by the Public Water Supply Section.
- Supervisor Dale and I spent a significant amount of time meeting and speaking with the residents in the 40's-block of Forest Road during the heavy rain events in late July. We cleaned our catch basins along Forest Road and worked to clean out and re-shape the road shoulders in several areas to restore the drainage system to its original capacity. There is one lot with significant construction underway that, once completed, should help with the situation here.

Larger/Capital Projects Updates

Ridgefield Place Road Closure / Cul-de-Sac

- Following the Town's 2022 traffic study, the Town of Biltmore Forest has been discussing resolutions to the safety concerns and excessive cut-through traffic at the Ridgefield Place and Hendersonville Road intersection. Most residents on Ridgefield Place strongly support closing the road entirely, and the Town Board authorized moving forward with detailed plans to close the road and install a cul-de-sac during the May 2026 regular meeting.
- Staff have received a task order from McGill Associates, PA to complete a field survey and detailed design for the proposed cul-de-sac location and the nearby Eastwood Road-Hendersonville Road intersection to consider the installation of a right turn lane on Eastwood Road.
- We anticipate the survey field work to be completed in about 30 days from the execution of the Task Order with a detailed design including cost estimates to begin immediately after.
- Once plans are sufficiently completed, they will be presented back to the Board for confirmation, and assuming there is still a desire to continue, negotiations for the acquisition of adequate right-of-way can proceed.

Buncombe County Pedestrian Plan Steering Committee

- For more information about this project please visit <https://engage.buncombecounty.org/pedestrianplan>.
- I was not able to attend the groups second steering committee meeting on June 24th, 2026.
- I attended the third virtual steering committee meeting on July 29th, 2026
- The next meeting is a public meeting in the Enka-Candler community on August 26th from 5:30 pm to 7:30 pm. A second public meeting in the Swannanoa community does not have an official date and time, but will likely be that same week.

Buncombe-Madison Regional Hazard Mitigation Plan (HMP) Update

- The final Buncombe-Madison Regional Hazard Mitigation Plan was adopted by the Biltmore Forest commissioners on June 30th, and the plan was signed off on by FEMA on July 8, 2026.
- The project website with all updates can still be viewed at <https://storymaps.arcgis.com/stories/c7ece820a57c4698a9ed87b73e232ca3>.
- Since this project is now complete, this will be the final update.

Streetlight LED Conversions and Service Upgrades

- All streetlights were inspected for operation on August 6, 2026.
- Out of the 66 total lamps, twelve (12) total lamps are not currently functioning.
 - Six (6) entire lamps are removed and are awaiting pole rebuilds (Helene damage).
 - Two (2) lamps need the power lines feeding them to be replaced.
 - Three (3) lamps need rebuilding.
 - One (1) lamp is awaiting repairs from Duke Energy on their power supplies.
- There is one (1) non-functioning camera in the 14-camera system.
 - Vanderbilt Rd and Cedarcliff Rd. (Flock is continuing to troubleshoot).
- Manager Kanipe was able to identify a potential vendor for a very similar streetlight to the ones we have through his connections with the Biltmore Estate. They completed the installation of some new lighting in 2023, and I telephoned their supplier to inquire about their available products. I sent them diagrams and photos of our streetlights and they are working on a proposal for us to consider. The lamps and poles they offer that are similar to ours are not shown in their on-line catalog but they are available.

Anticipated August Activities

- Staff will complete the required daily chlorine and monthly bacteriological tests.
- Brush collection began on August 3, 2026, and concluded on August 5, 2026, for the South route and will start on August 17, 2026, for the North Route.
- We will perform routine maintenance activities in all public spaces as needed.
- I plan on attending the French Broad River MPO Technical Coordinating Committee (TCC) meeting on Thursday, August 13, 2026.

- We have a contractor scheduled to remove the downed trees between the pond and Brooklawn Chase on Wednesday, August 12th, weather pending.
- During heavy rains there is a small leak in the roof above the women's bathroom of Town Hall. I plan to have a roofing contractor repair that in August.
- I will meet with a potential HVAC contractor to discuss an annual maintenance contract for all the HVAC units at the Town Hall complex.
- We will assist Ms. Jacobs with the August water billing cycle.
- Work will continue to keep as many street lights operable as possible.
- The team will continue to replace meter boxes and perform water system maintenance throughout Town this month.
- Supervisor Dale and I continue to participate with Manager Kanipe and Chief Beddingfield in the Owner-Architect-Contractor (OAC) meetings for the planned new Police and Public Works facilities, twice per month.

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 11, 2026

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.
- Communicate weekly with all who submit plans for approval.
- Advising homeowners and contractors of the ordinances.
- Addressing violations as needed.
- Issuing permits as needed.

Monthly Breakdown

- Review of potential subdivisions: 1
- Land use conferences virtual/on site: 102
- Notice of violations verbal/written: 3
- Complaints: 4
- Resolved violations/complaints: 4
- Plans reviewed: 24
- Cases for BOA: No Meeting
- Zoning permits issued: 5
- Demo permits issued: 0
- Zoning Clearance letters issued: 0

BOARD OF COMMISSIONERS MEETING
STAFF MEMORANDUM
AUGUST 11, 2026



AGENDA ITEM E-5

TOWN MANAGER'S MONTHLY REPORT

State Budget and Property Tax Issues

A major focus in June and July was monitoring state legislation affecting Buncombe County's revaluation process. Senate Bill 889, which proposed a revaluation moratorium, and exemption efforts under SB474 required contingency planning for a potential FY27 tax rate adjustment. Ultimately, Buncombe County declined the exemption because it would have reduced revenue by \$25 million, meaning the county and all municipalities will use the 2021 schedule of values.

For Biltmore Forest, this reduced the Town's tax base by nearly \$500 million compared with the 2026 revaluation figures and lowered FY27 revenue by \$1.5 million from the adopted budget. In response, the Town prepared and adopted a budget amendment setting the tax rate at 51.5 cents per \$100 valuation to recover the lost revenue. The revised rate is expected to produce slightly lower 2026 tax bills for most residents than under the original adopted budget while still meeting the Town's FY27 revenue needs.

Town Hall and Police Department Construction Projects

Replacement project work continued, with design development complete, pricing reviewed, costs holding near \$18 million, site permitting and pre-construction work advancing, financing schedules coordinated, and asbestos testing completed for demolition.

FEMA Recovery and Reimbursement Efforts

Staff continued pursuing closeout and reimbursement for remaining FEMA projects, including nearly \$2 million in debris removal funds. Category Z administrative work also advanced with Land of Sky Regional Council, with the Town seeking to maximize reimbursement opportunities up to the \$750,000 cap.

State Cashflow Loan Round #4

The State has offered a fourth round of cashflow loans for local governments impacted by Hurricane Helene. Because this round would be repaid once FEMA reimbursement proceeds are received, I submitted the Town's interest for the unreimbursed FEMA amounts

noted above. If awarded, I expect to recommend Board acceptance in September to support cashflow while the Town awaits nearly \$2.3 million from FEMA.

Planning and Land Use

The Board of Adjustment approved First Bank's special use permit and variance request for a new Western North Carolina headquarters at Valley Springs Road and Hendersonville Road.

McGill also scheduled surveying for the Ridgefield Place parcels and the adjoining Eastwood Road intersection.

The Planning Commission met July 28 to begin post-Helene tree ordinance revisions and discuss possible zoning and overlay district initiatives, with the next meeting expected in late August or September.

GIS Program Development

The Town launched its GIS initiative with support from Commissioner Drew Stephens and GIS intern Logan Deaver. Public-facing and internal mapping work is underway, with rollout targeted for late summer.

LEADS Project and Continued Regional Research

The Town's tick-borne disease research work advanced through meetings with university researchers, MAHEC, CDC representatives, state agencies, and the Biltmore Estate. The project is receiving increasing national attention, including planned publication in the CDC's Morbidity and Mortality Weekly Report and potential national media coverage.

Code Enforcement

The Town increased enforcement on long-standing code violations, including storm debris removal. Property owners received notices requiring debris removal or approved remediation plans by September 1.

TOWN OF BILTMORE FOREST

Statement of Expenditure - Budget vs. Actual Report

For the Accounting Period: 8 / 26

32%

	Account	Object	Current Month	YTD	Appropriation	Appropriation	Appropriation	Appropriation	Committed
10 General Fund	5210 Administration	411 Full-time Regular Wages	0.00	34,198.68	423,223.00	0.00	423,223.00	389,024.32	8
10 General Fund	5210 Administration	413 Overtime	0.00	187.46	3,000.00	0.00	3,000.00	2,812.54	6
10 General Fund	5210 Administration	416 Elected Officials	0.00	1,550.00	21,600.00	0.00	21,600.00	20,050.00	7
10 General Fund	5210 Administration	421 FICA	0.00	2,701.96	32,377.00	0.00	32,377.00	29,675.04	8
10 General Fund	5210 Administration	423 LGERS Pension	0.00	7,454.95	97,299.00	0.00	97,299.00	89,844.05	8
10 General Fund	5210 Administration	424 401K	0.00	1,732.58	21,161.00	0.00	21,161.00	19,428.42	8
10 General Fund	5210 Administration	425 Health & Life Insurance	0.00	5,317.99	73,558.00	0.00	73,558.00	68,240.01	7
10 General Fund	5210 Administration	431 Health Reimbursement Accounts	0.00	0.00	7,500.00	0.00	7,500.00	7,500.00	
10 General Fund	5210 Administration	432 Travel Allowance	0.00	250.00	0.00	0.00	0.00	-250.00	
10 General Fund	5210 Administration	511 Professional Services	483.85	2,097.35	50,000.00	0.00	50,000.00	47,902.65	4
10 General Fund	5210 Administration	513 Staff Development & Travel	967.05	6,767.93	30,000.00	0.00	30,000.00	23,232.07	23
10 General Fund	5210 Administration	522 Maint & Rep - Buildings & Grounds	0.00	754.71	6,200.00	0.00	6,200.00	5,445.29	12
10 General Fund	5210 Administration	524 Maint & Rep - Vehicles	0.00	227.32	0.00	0.00	0.00	-227.32	
10 General Fund	5210 Administration	534 Dues & Subscriptions	236.00	1,043.91	7,185.00	0.00	7,185.00	6,141.09	15
10 General Fund	5210 Administration	535 Postage & Printing	1,014.75	1,014.75	11,500.00	0.00	11,500.00	10,485.25	9
10 General Fund	5210 Administration	551 Supplies	0.00	1,011.89	10,000.00	0.00	10,000.00	8,988.11	10
10 General Fund	5210 Administration	566 Lease Payment - Principal	0.00	5,860.34	6,600.00	0.00	6,600.00	739.66	89
10 General Fund	5210 Administration	567 Lease Payment - Interest	0.00	0.00	2,400.00	0.00	2,400.00	2,400.00	
10 General Fund	5210 Administration	579 Miscellaneous Expense	0.00	254.46	1,000.00	0.00	1,000.00	745.54	25
10 General Fund	5300 Police	411 Full-time Regular Wages	0.00	104,173.99	1,298,838.00	0.00	1,298,838.00	1,194,664.01	8
10 General Fund	5300 Police	412 Part-time Regular Wages	0.00	5,065.88	0.00	0.00	0.00	-5,065.88	
10 General Fund	5300 Police	413 Overtime	0.00	7,390.82	25,000.00	0.00	25,000.00	17,609.18	30
10 General Fund	5300 Police	421 FICA	0.00	8,729.89	99,361.00	0.00	99,361.00	90,631.11	9
10 General Fund	5300 Police	423 LGERS Pension	0.00	25,672.24	322,947.00	0.00	322,947.00	297,274.76	8
10 General Fund	5300 Police	424 401K	0.00	5,583.13	64,942.00	0.00	64,942.00	59,358.87	9
10 General Fund	5300 Police	425 Health & Life Insurance	0.00	20,837.14	245,334.00	0.00	245,334.00	224,496.86	8
10 General Fund	5300 Police	431 Health Reimbursement Accounts	0.00	0.00	28,500.00	0.00	28,500.00	28,500.00	
10 General Fund	5300 Police	512 Contractual Services	1,361.87	9,405.99	109,600.00	0.00	109,600.00	100,194.01	9
10 General Fund	5300 Police	513 Staff Development & Travel	645.57	5,340.08	15,000.00	0.00	15,000.00	9,659.92	36
10 General Fund	5300 Police	514 Uniforms	184.70	4,730.78	20,000.00	0.00	20,000.00	15,269.22	24
10 General Fund	5300 Police	517 Drug Screening/Background Checks	0.00	80.00	5,000.00	0.00	5,000.00	4,920.00	2
10 General Fund	5300 Police	522 Maint & Rep - Buildings & Grounds	0.00	0.00	5,000.00	0.00	5,000.00	5,000.00	
10 General Fund	5300 Police	523 Maint & Rep - Equipment	668.07	2,107.83	5,000.00	0.00	5,000.00	2,892.17	42
10 General Fund	5300 Police	524 Maint & Rep - Vehicles	0.00	2,758.62	30,000.00	0.00	30,000.00	27,241.38	9
10 General Fund	5300 Police	531 Rent Expense	0.00	165.00	0.00	0.00	0.00	-165.00	
10 General Fund	5300 Police	551 Supplies	218.80	1,367.71	12,000.00	0.00	12,000.00	10,632.29	11
10 General Fund	5300 Police	553 Fuel	866.85	2,070.95	22,800.00	0.00	22,800.00	20,729.05	9
10 General Fund	5300 Police	561 Capital Outlay	0.00	2,736.53	50,000.00	0.00	50,000.00	47,263.47	5
10 General Fund	5300 Police	566 Lease Payment - Principal	0.00	7,231.26	80,000.00	0.00	80,000.00	72,768.74	9
10 General Fund	5300 Police	567 Lease Payment - Interest	0.00	0.00	10,000.00	0.00	10,000.00	10,000.00	
10 General Fund	5300 Police	579 Miscellaneous Expense	840.32	5,549.46	10,000.00	0.00	10,000.00	4,450.54	55
10 General Fund	5400 Fire	512 Contractual Services	0.00	106,250.00	425,000.00	0.00	425,000.00	318,750.00	25
10 General Fund	5710 Public Works	411 Full-time Regular Wages	0.00	23,133.21	296,869.00	0.00	296,869.00	273,735.79	8
10 General Fund	5710 Public Works	421 FICA	0.00	1,712.09	22,710.00	0.00	22,710.00	20,997.91	8
10 General Fund	5710 Public Works	423 LGERS Pension	0.00	5,015.31	68,250.00	0.00	68,250.00	63,234.69	7
10 General Fund	5710 Public Works	424 401K	0.00	1,157.43	14,843.00	0.00	14,843.00	13,685.57	8
10 General Fund	5710 Public Works	425 Health & Life Insurance	0.00	5,358.66	71,275.00	0.00	71,275.00	65,916.34	8
10 General Fund	5710 Public Works	431 Health Reimbursement Accounts	0.00	0.00	7,500.00	0.00	7,500.00	7,500.00	
10 General Fund	5710 Public Works	512 Contractual Services	0.00	56.91	5,000.00	0.00	5,000.00	4,943.09	1
10 General Fund	5710 Public Works	513 Staff Development & Travel	0.00	200.00	15,000.00	0.00	15,000.00	14,800.00	1
10 General Fund	5710 Public Works	514 Uniforms	0.00	3,300.00	6,000.00	0.00	6,000.00	2,700.00	55
10 General Fund	5710 Public Works	521 Maint & Rep - Infrastructure	0.00	20,725.00	50,000.00	0.00	50,000.00	29,275.00	41
10 General Fund	5710 Public Works	522 Maint & Rep - Buildings & Grounds	0.00	821.84	45,500.00	0.00	45,500.00	44,678.16	2
10 General Fund	5710 Public Works	524 Maint & Rep - Vehicles	150.18	150.18	10,000.00	0.00	10,000.00	9,849.82	2
10 General Fund	5710 Public Works	526 Utilities & Communication	0.00	1,328.46	15,280.00	0.00	15,280.00	13,951.54	9
10 General Fund	5710 Public Works	551 Supplies	156.25	908.74	7,000.00	0.00	7,000.00	6,091.26	13
10 General Fund	5710 Public Works	553 Fuel	866.86	2,070.97	18,000.00	0.00	18,000.00	15,929.03	12
10 General Fund	5710 Public Works	561 Capital Outlay	0.00	2,477.44	0.00	0.00	0.00	-2,477.44	
10 General Fund	5710 Public Works	579 Miscellaneous Expense	0.00	0.00	1,000.00	0.00	1,000.00	1,000.00	

10 General Fund	5740 Streets	512 Contractual Services	0.00	0.00	200,000.00	0.00	200,000.00	200,000.00	33
10 General Fund	5740 Streets	513 Staff Development & Travel	0.00	0.00	500.00	0.00	500.00	500.00	
10 General Fund	5740 Streets	523 Maint & Rep - Equipment	0.00	0.00	2,000.00	0.00	2,000.00	2,000.00	
10 General Fund	5740 Streets	524 Maint & Rep - Vehicles	0.00	224.62	20,000.00	0.00	20,000.00	19,775.38	1
10 General Fund	5740 Streets	551 Supplies	0.00	100.00	17,500.00	0.00	17,500.00	17,400.00	1
10 General Fund	5740 Streets	561 Capital Outlay	0.00	0.00	225,000.00	0.00	225,000.00	225,000.00	
10 General Fund	5740 Streets	562 Engineering & Design	0.00	1,334.50	75,000.00	0.00	75,000.00	73,665.50	2
10 General Fund	5740 Streets	566 Lease Payment - Principal	0.00	0.00	36,000.00	0.00	36,000.00	36,000.00	
10 General Fund	5740 Streets	567 Lease Payment - Interest	0.00	0.00	4,000.00	0.00	4,000.00	4,000.00	
10 General Fund	5750 Solid Waste	411 Full-time Regular Wages	0.00	12,892.84	159,327.00	0.00	159,327.00	146,434.16	8
10 General Fund	5750 Solid Waste	412 Part-time Regular Wages	0.00	805.00	0.00	0.00	0.00	-805.00	
10 General Fund	5750 Solid Waste	413 Overtime	0.00	202.40	0.00	0.00	0.00	-202.40	
10 General Fund	5750 Solid Waste	421 FICA	0.00	1,063.43	12,188.00	0.00	12,188.00	11,124.57	9
10 General Fund	5750 Solid Waste	423 LGERS Pension	0.00	2,839.05	36,629.00	0.00	36,629.00	33,789.95	8
10 General Fund	5750 Solid Waste	424 401K	0.00	654.80	7,966.00	0.00	7,966.00	7,311.20	8
10 General Fund	5750 Solid Waste	425 Health & Life Insurance	0.00	2,819.39	42,765.00	0.00	42,765.00	39,945.61	7
10 General Fund	5750 Solid Waste	431 Health Reimbursement Accounts	0.00	0.00	4,500.00	0.00	4,500.00	4,500.00	
10 General Fund	5750 Solid Waste	512 Contractual Services	0.00	325.62	32,400.00	0.00	32,400.00	32,074.38	1
10 General Fund	5750 Solid Waste	514 Uniforms	0.00	0.00	1,000.00	0.00	1,000.00	1,000.00	
10 General Fund	5750 Solid Waste	524 Maint & Rep - Vehicles	14,511.75	19,683.01	26,400.00	0.00	26,400.00	6,716.99	75
10 General Fund	5750 Solid Waste	551 Supplies	0.00	104.72	2,000.00	0.00	2,000.00	1,895.28	5
10 General Fund	5750 Solid Waste	553 Fuel	258.76	734.30	19,088.00	0.00	19,088.00	18,353.70	4
10 General Fund	5750 Solid Waste	576 Landfill Tipping Fees	125.00	14,493.20	72,520.00	0.00	72,520.00	58,026.80	20
10 General Fund	5750 Solid Waste	579 Miscellaneous Expense	0.00	0.00	1,000.00	0.00	1,000.00	1,000.00	
10 General Fund	6000 Debt Service	564 Debt Service - Principal	0.00	0.00	98,811.00	0.00	98,811.00	98,811.00	
10 General Fund	6000 Debt Service	565 Debt Service - Interest	0.00	0.00	6,337.00	0.00	6,337.00	6,337.00	
10 General Fund	9999 Non-departmental	511 Professional Services	5,785.00	32,595.86	815,000.00	0.00	815,000.00	782,404.14	4
10 General Fund	9999 Non-departmental	512 Contractual Services	14,216.65	28,893.07	302,361.00	0.00	302,361.00	273,467.93	10
10 General Fund	9999 Non-departmental	513 Staff Development & Travel	0.00	60.00	1,000.00	0.00	1,000.00	940.00	6
10 General Fund	9999 Non-departmental	522 Maint & Rep - Buildings & Grounds	1,956.32	5,078.07	32,743.00	0.00	32,743.00	27,664.93	16
10 General Fund	9999 Non-departmental	525 Property & Other Liability Insurance	0.00	0.00	124,110.00	0.00	124,110.00	124,110.00	
10 General Fund	9999 Non-departmental	526 Utilities & Communication	0.00	1,828.52	18,233.00	0.00	18,233.00	16,404.48	10
10 General Fund	9999 Non-departmental	575 Special Activities	0.00	11,519.96	50,000.00	0.00	50,000.00	38,480.04	23
10 General Fund	9999 Non-departmental	577 Contingencies	0.00	0.00	207,776.00	0.00	207,776.00	207,776.00	
10 General Fund	9999 Non-departmental	579 Miscellaneous Expense	0.00	0.00	10,000.00	0.00	10,000.00	10,000.00	

51 Water & Sewer Fund	5820 Water & Sewer	411 Full-time Regular Wages	0.00	17,603.41	227,823.00	0.00	227,823.00	210,219.58	8
51 Water & Sewer Fund	5820 Water & Sewer	413 Overtime	0.00	29.53	0.00	0.00	0.00	-29.53	
51 Water & Sewer Fund	5820 Water & Sewer	421 FICA	0.00	1,322.55	17,428.00	0.00	17,428.00	16,105.45	8
51 Water & Sewer Fund	5820 Water & Sewer	423 LGERS Pension	0.00	3,822.76	52,377.00	0.00	52,377.00	48,554.24	7
51 Water & Sewer Fund	5820 Water & Sewer	424 401K	0.00	882.52	11,391.00	0.00	11,391.00	10,508.48	8
51 Water & Sewer Fund	5820 Water & Sewer	425 Health & Life Insurance	0.00	3,080.02	0.00	0.00	0.00	-3,080.02	
51 Water & Sewer Fund	5820 Water & Sewer	511 Professional Services	0.00	465.00	5,000.00	0.00	5,000.00	4,535.00	9
51 Water & Sewer Fund	5820 Water & Sewer	512 Contractual Services	0.00	0.00	5,000.00	0.00	5,000.00	5,000.00	
51 Water & Sewer Fund	5820 Water & Sewer	513 Staff Development & Travel	0.00	299.00	5,000.00	0.00	5,000.00	4,701.00	6
51 Water & Sewer Fund	5820 Water & Sewer	522 Maint & Rep - Buildings & Grounds	0.00	0.00	5,000.00	0.00	5,000.00	5,000.00	
51 Water & Sewer Fund	5820 Water & Sewer	535 Postage & Printing	0.00	0.00	5,000.00	0.00	5,000.00	5,000.00	
51 Water & Sewer Fund	5820 Water & Sewer	551 Supplies	0.00	6,487.77	15,000.00	0.00	15,000.00	8,512.23	43
51 Water & Sewer Fund	5820 Water & Sewer	554 Purchase of Wholesale Utilities	0.00	116,762.94	777,400.00	0.00	777,400.00	660,637.06	15
51 Water & Sewer Fund	5820 Water & Sewer	577 Contingencies	0.00	0.00	25,844.00	0.00	25,844.00	25,844.00	

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BOARD OF COMMISSIONERS MEETING
STAFF MEMORANDUM
AUGUST 11, 2026



Agenda Item G-1

Consideration of Order for Tax Settlement
Fiscal Year 2025-2026

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 2025-2026

August 11, 2026

Pursuant to the provisions of NCGS 105-373, the following is the Tax Collector's Report of Settlement for 2025 taxes for Fiscal Year 2024-2025 as of August 6, 2026.

2025 Tax Settlement Summary	
Item	Amount
2025 Levy from Scroll (Real & Personal Property Tax)	3,051,596
Exemptions, Releases & Deferrals	-0-
Afterlist	-0-
Public Service Companies	10,392
2025 Total Levy	3,061,988
Penalties, Cost & Interest	5,755
2025 Total Charges	3,067,743
Collected (2025 Real & Personal)	3,047,984
Uncollected (2025 Real & Personal)	19,760
Percentage of Levy Collected	99.36%
Prior Years Collected During Period/Discoveries	13,142
Overpayments/Prepayments	5,141

List of 2025 Delinquent Taxes – Real Property		
Property Owner	Parcel Identification Number	Total Amount Delinquent
AMENDED AND REINSTATED JOHN F BONEPARTH	964684221000000	6085.59
CONNERTY, LYDIA JACKSON	964652057800000	29.72
EILEEN B HUTCHISON REVOCABLE TRUST	964674448100000	6524.90
BERLIN, SANFORD	964683419500000	3276.25
BERRY, ADAM B	964694686500000	412.50
BOUCHARD FAMILY REVOCABLE	964643228000000	8.90
FRIEDRICH, SONYA	964696544700000	2964.17
PENLEY, BILL C	964685532500000	16.70
SECRETARY OF HOUSING AND URBAN DEVELOPMENT	964689492800000	19.72

Total Delinquent Taxes By Year	
YEAR	AMOUNT
2016	48.28
2021	8.66
2022	7.13
2023	152.35
2024	528.90

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 11, 2026**



Agenda Item G-2

**Consideration of Order for Tax Collection
Fiscal Year 2026-2027**

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 2026 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 11th day of August, 2026:

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)).

BOARD OF COMMISSIONERS MEETING
STAFF MEMORANDUM
August 6, 2026



Agenda Item G-3

**Consideration of On-Call / As Needed Engineering
Services Proposals**

Background

The Town of Biltmore Forest has periodic need to employ the services of qualified, multi-disciplinary professional engineering firms (or individuals) to provide on-call, as-needed professional civil engineering and related consulting services. Outside firm(s) can provide the Town with a flexible, effective, and responsive mechanism to address a variety of municipal engineering needs as they arise, ensuring ready access to specialized technical services.

To satisfy this need, staff publicly solicited proposals from qualified firms and individuals for this role on June 1, 2026, with a deadline for receiving proposals of June 26, 2026.

The review team's recommendations will be provided for consideration via handout during the meeting.

BOARD OF COMMISSIONERS MEETING
STAFF MEMORANDUM
AUGUST 11, 2026



Agenda Item G-4

Discussion and Overview:
Managing E-Bikes, E-Motos

Background

Over the past several months, the Town has seen a marked increase in youth operating electric-powered two-wheelers on public streets, sidewalks, and town property. While traditional pedal-assist electric bicycles (e-bikes) provide convenient alternative transportation, the proliferation of high-powered electric motorcycles (“e-motos”) often operated recklessly by unlicensed minors has created severe public safety risks and damage to municipal property.

Existing Issues

The Town’s Police Department has interacted with both resident and non-resident youth frequently over the past year in regard to e-motos. We have received numerous complaints from residents regarding speeding and reckless operation of these e-motos, and documented damage to Town public spaces (Rosebank Park and Lower Vanderbilt Park). Additionally, two serious accidents have occurred on private property within the last four (4) months. Both incidents involved non-resident youth who were under the age of 16 operating an e-moto in an illegal manner.

Distinction Between e-bikes and e-motos

A major challenge for parents, riders, and the Police Department has been confusion over vehicle classification. Many parents purchase these vehicles online assuming they are regulated as bicycles. Under NCGS § 20-4.01, the law makes a strict distinction:

<u>Feature</u>	<u>Electric-Assisted Bicycle (NCGS § 20-4.01(7a))</u>	<u>E-Moto / Electric Motorcycle (NCGS § 20-4.01(27), (23))</u>
Speed & Power	Max 20 mph motor-powered speed; motor ≤750 W; operable pedals required.	Exceeds 20 mph or >750 W; often lacks pedals (e.g., Sur-Ron, Talaria).
Driver's License	Not required.	Driver's License Required (Motor vehicle / Motorcycle rules apply).
Registration / Tag	Not required.	NCDMV Registration & Insurance Required.
Helmets	Required under age 16 (NCGS § 20-171.9).	Required for ALL ages (DOT-compliant helmet).
Riding Areas	Streets, bike lanes, multi-use paths (unless town restricts).	Public roadways only (with license/tag/insurance). Banned on sidewalks & paths.

The key takeaway from the chart above is that E-motos operated on public streets by unlicensed youth are unregistered, uninsured motor vehicles.

Current Actions & Active Enforcement

Chief Beddingfield has directed the Police Department to note the distinction between appropriate e-bikes and e-motos, and in fact, an officer made a stop of three juveniles last week who were riding the e-motos (and admitted to knowing the distinction). These were also non-resident youth. The Police Department is enforcing the existing ordinances that restricts any type of electrical assist vehicle on Town park property.

Potential Education and Enforcement Mechanisms

Chief Beddingfield and Town staff have developed an idea for educational outreach and a Town Hall style meeting. This meeting would be geared to parents, youth, and other interested citizens. The meeting, and educational materials, will focus heavily on parent education: clarifying the legal differences between e-bikes and e-motos, helmet laws, and liability for unregistered motor vehicle operation. We will publish clear visual guides on the town's website and distribute through our apps, as well.

This meeting and educational component will have significant information on parental responsibility and discuss the potential enforcement mechanisms if that is not demonstrated. This may include impoundment of the e-moto (if operated by someone on a public road, public property, or in violation of state law) and other potential enforcement mechanisms as allowed by North Carolina law. The most direct result would be that non-compliant, unregistered vehicle operated on public property or roads by an unlicensed driver is subject to being held at the station or towed, requiring a parent to pay fees and pick it up.

Next Steps

Staff strongly recommends moving forward with a process to educate parents and youth as well as begin robust enforcement of North Carolina motor vehicle laws regarding these e-motos. This *is not* an attempt to ban e-bikes. E-bikes will not be impacted by these regulations and cannot be regulated under North Carolina law – they are permitted to operate on public roads just as any bicycle. If the Board is in agreement, staff will begin the process of scheduling a public meeting to discuss these e-motos and define our procedures for impoundment and enforcement consistent with North Carolina law.

BOARD OF COMMISSIONERS MEETING
STAFF MEMORANDUM
AUGUST 11, 2026



Agenda Item G-5

**Discussion of 355 Vanderbilt Road Recombination Plat
and Formal Road Closure Process**

Background

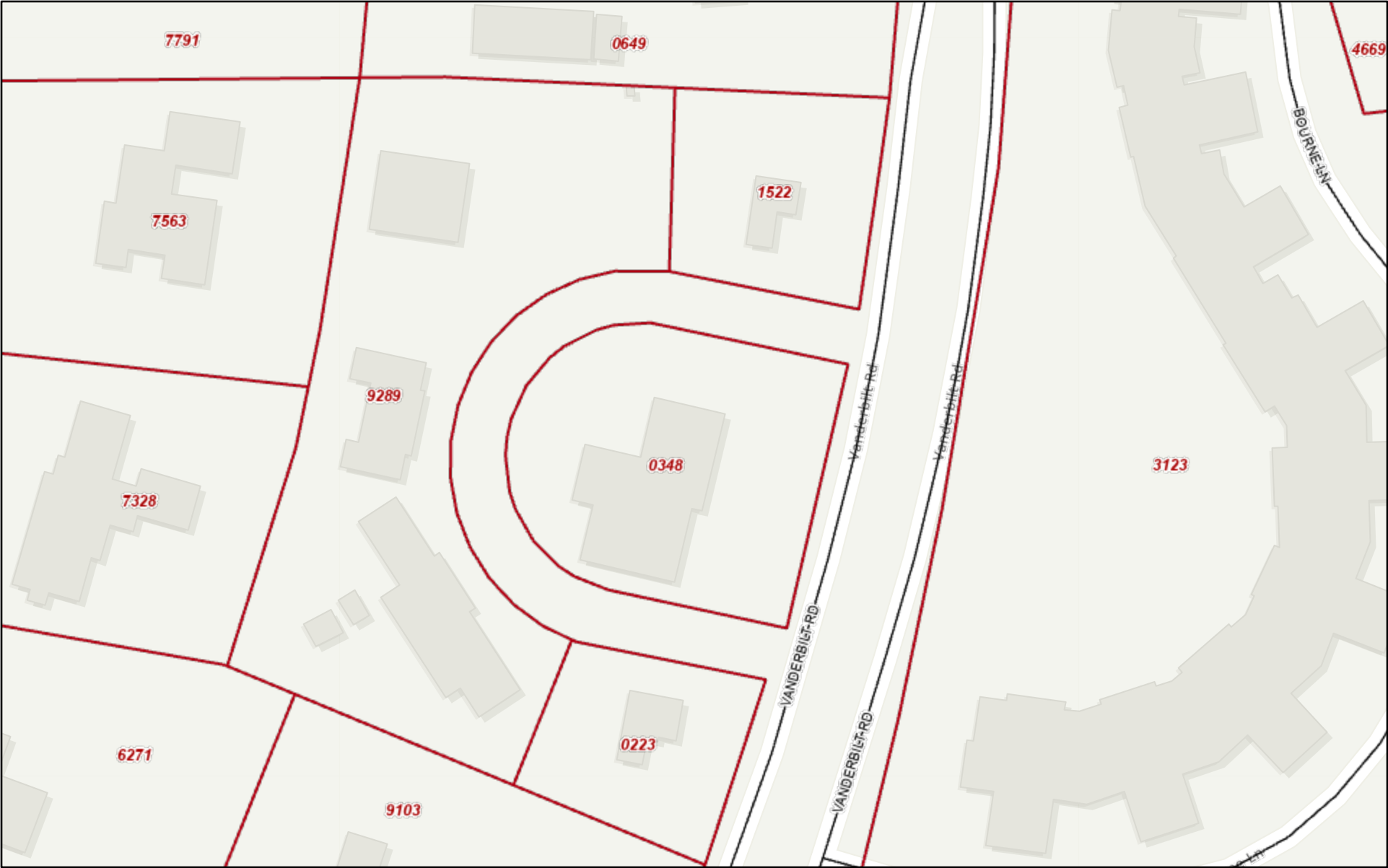
During design and permitting activities for the Town Hall/Public Works project, McGill identified a potential opportunity to recombine the project parcels and close an existing right-of-way. Because the proposal would involve more than a simple parcel recombination and would require action regarding a public road/right-of-way, staff paused further work on this question pending Board direction.

If the Board wishes to pursue the concept, additional survey work would be necessary to support the recombination and right-of-way closure process. This survey would include a dedicated driveway easement for the parcels to the north and the south of the Town Hall. As you can see in the attachments (a previous Town Hall Complex survey and the Buncombe County GIS data) recombining these individual lots into a unified, Town owned parcel would clarify an overly complicated site.

Staff Recommendation

Staff recommends pursuing this recombination and associated *formal* closure of the public road right of way that has commonly been considered the driveway into the Town Hall Complex with consideration that the private driveways existing off this road retain their access.

Town Complex



August 6, 2026

