PROPOSED AGENDA

Meeting of the Town of Biltmore Forest
Board of Commissioners

To be held Tuesday, November 10, 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 October 20, 2026 Regular Meeting Minutes

D. Public Comment

Town Public Comment Policy may be found following the agenda

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. Ridgefield Place Design & Cost Discussion, *Ben Cathey - McGill*
2. GIS Presentation and GIS Hub Launch, *Commissioner Drew Stephens*
3. Police Department and Public Works Construction Project
4. SNAP Penalty Implications for Biltmore Forest & Other NC Municipalities
5. Flood Resiliency Planning and Associated Funding Opportunities

H. Adjourn

For those interested in viewing the Board meeting remotely, please utilize the following information:
https://us02web.zoom.us/j/82228455470?pwd=SG9WU0FwUlFSdGZveS95b3pLTUlHdz09
Meeting ID: 822 2845 5470
Passcode: 966757

Town of Biltmore Forest
Public Comment Policy and Rules of Decorum for Board Meetings

1. In-Person Public Comment Procedures

A. Registration and Eligibility to Speak

(1) Speakers may register for public comment in advance by contacting Town Hall prior to the meeting.
(2) Speakers may also appear in person and address the Board during the public comment portion of the agenda.
(3) All speakers must provide their name and physical address to the Board and contact information to the Town Clerk.
(4) Speakers must be recognized by the Mayor or other presiding officer before speaking.
(5) Each speaker may speak only once during the public comment period.

B. Time Limits and Group Representation

(1) Individual speakers are limited to three (3) minutes.
(2) Groups or delegations of three (3) or more are encouraged to select a spokesperson in advance.
(3) If three (3) or more members of a group are present and identified, the group's spokesperson may be allotted up to ten (10) minutes.
(4) The spokesperson must identify the group they represent and the members present.

C. Speaker Conduct and Presentation Requirements

(1) Speakers must use the microphone and podium provided.
(2) Comments must be addressed to the Board of Commissioners as a body, not to individual Board members, the Mayor, staff, or other attendees.
(3) Speakers should be civil and courteous in both language and presentation.
(4) Personal attacks, threats, insults, profanity, vulgar language or gestures, or other inappropriate behavior are prohibited.
(5) Speakers may not campaign for political office during their comments.

D. Scope and Relevance of Comments

(1) Comments should be limited to matters that are relative to, or within the Town's jurisdiction or apparent jurisdiction.
(2) During public hearings, comments must be limited to the subject matter of the hearing.

E. Written Materials

(1) Speakers who have prepared remarks or supporting documents are encouraged to leave copies with the Town Clerk.
(2) Written materials will be provided to the Board of Commissioners but will not be included in the official meeting minutes.

F. Audience Conduct and Decorum

(1) Members of the audience must maintain order and decorum at all times.

(2) Comments, applause, questions, jeering, or other interruptions from the audience are not permitted.

(3) Speakers may not address or respond to members of the audience.

G. Board of Commissioners Response to Public Comment

(1) Speakers should not expect direct comment or response from the Board during the meeting.

(2) The Mayor or presiding officer may request follow-up by the Town Manager or staff or provide additional information at a later time.

H. Enforcement and Suspension of Rules

(1) The Mayor or other presiding officer has the authority to enforce these rules.

(2) The Mayor, presiding officer, or a majority of the Board may suspend the rules at their discretion.

(3) Failure to comply with these rules may result in forfeiture of remaining speaking time, removal from the meeting, and possible criminal charges.

I. Applicable State Law

(1) Speakers and audience members are advised of the following state law.

(2) N.C.G.S. § 143-318.17 – Disruptions of official meetings.
A person who willfully interrupts, disturbs, or disrupts an official meeting and refuses to leave when directed by the presiding officer is guilty of a Class 2 misdemeanor.

2. Remote Public Comment Procedures

A. To accommodate those who are unable to attend in person or are not comfortable doing so, the Town Board of Commissioners will receive comments from those members using the remote Public Comment option as described below.

B. Remote public comments may be sent to townhall@biltmoreforest.org beginning on the Friday before the meeting at 5pm (after the agenda is posted on the Town's website) through the Monday before the meeting at 5pm.

C. These emails will be provided in their entirety to all Commissioners and the Mayor prior to the meeting. Contact information from the commenter is required for all public comments.

D. Remote public comments will be posted and available for the public to review after the meeting takes place.

MINUTES OF THE MEETING OF THE MAYOR AND THE TOWN COMMISSIONERS OF BILTMORE FOREST HELD OCTOBER 20, 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

Motion to approve the consent agenda, including the approval of the agenda and the September 8, 2026 Regular Meeting Minutes, was made by Commissioner Loomis and seconded by Commissioner Stephens. The motion carried unanimously.

PUBLIC COMMENT

There was no Public Comment.

DEPARTMENTAL REPORTS

Skyland Fire Chief Trevor Lance reported 22 calls for September, most of them medical and public service calls, and described the volume as normal and good. He said the

department was hoping for rain before leaf fall, since dry conditions, Helene debris in the woods, and seasonal brush burning raised fire risk. He gave seasonal safety reminders:

- Have chimneys inspected and swept by a certified professional before use.
- Keep space heaters 3 feet clear of objects and avoid connecting them to extension cords not rated for the load.
- Never heat a home with a stove or oven.
- Change smoke detector batteries when clocks are turned back, and replace detectors more than 10 years old.

In response to Board questions about call categories such as "trauma" and "poison/overdose," Chief Lance explained that the new reporting system uses broad codes. A trauma fall may be as minor as a sprained ankle, and a poison/overdose call may be an elderly resident who took medication twice. He said the Community Risk Reduction program distributes day-of-week pill containers in such cases. The Chief confirmed the department would be staffed for Halloween. The Board thanked him for his service.

Chief Beddingfield was absent and Communications Director, Ms. Aslyne Tate presented the report. The report noted four hours of vehicle crash investigation training and a National Night Out held October 5 with modest attendance. Department leadership had met several times with the Biltmore Estate Company police, which has new leadership following the retirement of Chief Jerry Young. A drop-in reception was held for retiring Sgt. Shane Burrell. Chief Beddingfield also took part in a civic government panel at Carolina Day School and led the Chiefs Institute training for chiefs and town managers statewide. In response to a question about 130 traffic stops, Ms. Tate clarified that not all occurred in Biltmore Forest. Some took place on Hendersonville Road, which was the source of the impaired driving citations.

Public Works Director Harry Buckner reported that the Town was transitioning to leaf collection beginning November 1. Brush collection began October 15 on the north side and would continue there for one to two more days before moving to the south side, with a catch-

up pass planned for October 27, the last day of brush pickup. Residents were asked to keep brush and leaves in separate piles, since they go to different locations. A leaf pass through White Oak and Buena Vista was planned for the Thursday before Halloween so road shoulders would be clear for trick-or-treaters. From November 1 through January 15, leaf crews would run routes continuously. Mr. Kanipe stated the information would be distributed the next day through the Town app and website.

Mr. Buckner also reported the following:

- The storm drain improvements near 11–14 Hilltop were complete.
- Mr. Daniel Rice responded to five downed trees during a busy Saturday storm.
- Sanitation staff attended American Public Works Association collection training the previous Friday.

In response to Board questions, Mr. Buckner said the Biltmore Estate had identified a possible leaf disposal site, with a site visit scheduled for Thursday at 1:30 PM. He confirmed the Rosebank Park seesaw would be replaced as part of broader park improvements, including the water fountain and playset. Mr. Kanipe added that an RFP for a Rosebank Park master plan was expected in early 2027, with work beginning in the spring.

Town Planner Mr. Tony Williams reported on September activity: 161 land use conferences, 2 notices of violation, 5 complaints with 5 violations or complaints resolved, 41 plans reviewed, 4 cases before the Board of Adjustment, 11 zoning permits, and 2 zoning clearance letters. In response to questions about a residential project that had generated many complaints, Mr. Kanipe explained that the zoning permit remains valid while the county building permit is valid. Staff was coordinating with the county building inspector and would address any renewal if the county permit went dormant. Commissioner Loomis and Mayor Goosmann commended Planner Williams for his workload.

Town Manager Mr. Jonathan Kanipe reported the following:

- **Hurricane Helene reimbursement:** The Town received $1.6 million in early October. The remaining Category Z administrative costs, up to $750,000, were expected to be finalized by the end of the calendar year.
- **Tax bills:** Bills were mailed in early October. Resident questions about the rate difference related to valuations have been answered without significant issues.
- **Ridgefield Place and Eastwood Road:** The engineer was preparing preliminary designs, expected in November.
- **LEADS Task Force (tick-borne disease study):** A follow-up survey would be sent to residents, including a request for participation in tick drags. The CDC was interested in the project, and data collection was planned for late fall. In the spring, the Town would establish a new baseline and test three to four mitigation strategies, including nontoxic granules, in different areas.
- **Bear feeding:** On October 1 the North Carolina Wildlife Resources Commission adopted an emergency rule for Buncombe County prohibiting all bear feeding, including passive feeding such as bird feeders. The rule reinforces the Town's own ordinance, and the emphasis remains on education.
- **Valley Springs Road traffic study:** McAdams, a regional transportation engineering firm, completed a week of traffic counts at Valley Springs Road and Hendersonville Road, covering the morning and afternoon peaks. Results were expected in three to four weeks. The study is not intended to alter the project but to respond to resident concerns and identify mitigation options, and Civil Design Concepts, the property owner's engineer, was cooperating. Board members noted that signal timing and queuing are DOT matters. Commissioner Stephens said the light was manageable in his experience and described plastic delineators installed near the new Novant facility to prevent left turns.
- **Stream restoration grant:** The Town did not receive the grant. Staff would revisit options, with reorienting the trail after the tree fall as the first priority.
- **Tree ordinance work session:** The Planning Commission will hold a work session on November 5 from 11:30 AM to 1:00 PM at Town Hall with local arborists and the Town

arborist, Mike Dale. It would be noticed as a joint meeting, and Board members were invited to participate.

Board Member Reports

Commissioner Tarleton reported on the second session of the League's legislative policy committee, with another goal-setting session likely in November. The committee adopted six core principles: preserving municipal authority, protecting local revenue streams, minimizing state and local mandates, promoting open government and ethical conduct, limiting imposition of liability, and supporting responsible growth and economic development policies. He also reported that a board on which he serves had approved a bond issue the prior month. Mr. Kanipe clarified that the bonds were sold that week in a reduced amount because of market conditions, at about 4.66 percent interest.

Commissioner Stephens reported on the French Broad River MPO meeting on the previous Thursday. New projects were being added to the TIP, including a possible Sweeten Creek widening north of the parkway toward Mills Gap, and NC rail service from Asheville to Salisbury remained the top funding priority. He also attended the 60th anniversary of the Land of Sky Regional Council. He will participate in a stakeholder group on Hendersonville Road safety, with the MPO, the Town, and police involved. The group would send out safety surveys and meet December 2.

BUSINESS MATTERS

Streetlight System Discussion And Consideration Of Agreement To Purchase Ten (10) New Streetlights

Mr. Buckner and Mr. Kanipe presented the results of several months of research into three options for the aging streetlight system, citing outdated lamp heads and the difficulty of matching the unique poles.

1. **Reproduce the existing lights:** A manufacturer quoted about $50,000 per bronze lamp and pole, or $30,000 for powder-coated aluminum. Staff considered this imprudent. Existing parts were limited, so staff would continue repairing lamps where practical.
2. **Duke Energy Progress lease program:** This would shift maintenance to Duke but limit the Town to a changing catalog. Staff found that adjoining communities received mismatched replacements, with Biltmore Park as an example.
3. **Century Lighting (upstate New York):** The company, referred to the Town by the Biltmore Estate, offers an off-the-shelf lamp head on a semi-custom tiered pole that closely replicates the existing look. The cost was about $9,500 per lamp, near the League's insurance replacement value of about $6,800 for lights damaged in Helene.

Staff recommended Option 3, with the Town retaining ownership and maintenance. Staff proposed buying ten lamps, which would leave about five in inventory. Nine lamps went down in Helene, four were replaced or repaired, and five remained unreplaced.

Commissioner Loomis asked how long the design would remain available and suggested purchasing one first to evaluate it. Mr. Buckner said the lamp was in the company's online catalog and had been purchased by the Estate three to four years earlier. He acknowledged the risk of discontinuation and said staff would consider building inventory, and that the shop drawing process gave him confidence in the aesthetic. Mr. Kanipe said the vendor clearly understood the Town's requirements. Mr. Buckner noted that the design also allows double lamp heads and added lighting in dark mid-block areas.

Commissioner Stephens praised the aesthetic, asked whether a powder coat color other than black was possible, and suggested budgeting for additional spares next year.

Motion to create a purchase order for ten (10) streetlights, model SCISALW25-CO, was made by Commissioner Stephens. The motion was seconded by Commissioner Loomis. The motion carried unanimously.

Consideration Of FY27 Budget Amendment

Mr. Kanipe presented the first FY27 budget amendment. The Town was moving to several smaller amendments during the year rather than one large year-end amendment, and a later amendment would address the streetlights. This amendment moves funds from contingency to various General Fund departments, with internal reallocations only in Water and Sewer. Commissioner Stephens confirmed that the same total amount was being moved between line items, and Mr. Kanipe confirmed there was no change in revenue or expenditures.

Motion to adopt the FY27 budget amendment was made by Commissioner Loomis and seconded by Commissioner Stephens. The motion carried unanimously.

Consideration Of Resolution 2026-08 – A Resolution Declaring Certain Personal Property Surplus

Mr. Kanipe explained that the resolution declares a 2021 Ford Interceptor hybrid police vehicle surplus, with an expected sale of $10,000 to $12,000.

A motion to adopt Resolution 2026-08 was made by Commissioner Tarleton. The motion was seconded by Commissioner Stephens. The motion carried unanimously.

Consideration Of Resolution 2026-09 – A Resolution Awarding Retiring Sgt. Shane Burrell His Service Sidearm

Mr. Kanipe noted that Sgt. Burrell retired effective September 30th and that state law allows the Board to award his badge and service sidearm.

A motion to award retiring Sgt. Shane Burrell his badge and service sidearm was made by Commissioner Loomis and seconded by Commissioner Stephens. The motion carried unanimously.

Consideration Of Appointments – Friends Of Biltmore Forest Committee

Town Manager Kanipe explained that several members had joined and others had left the committee, so he proposed a single appointment action approving the current members and chair as listed in the agenda packet.

Motion to adopt the updated roster for the Friends of Biltmore Forest Committee as printed in the agenda item, was made by Commissioner Stephens and seconded by Commissioner Tarleton. The motion carried unanimously.

Police Department And Public Works Construction Update

Mr. Kanipe reported that 50 percent construction drawings were complete. The third and final preliminary budget iteration in the packet had tracked extremely close to the July estimates, with the change a small fraction of a percent. Final bids were due January 28, and the project was now primarily in the permitting stage. A public drop-in session will be held at Town Hall the following Wednesday, October 28, from 4:30 to 6:30 PM. It would be informal, with contractors, architects, and engineers available to answer questions. Notices had gone out and more were planned, including on the police app, with possible signage and site markings. Commissioner Stephens encouraged the design team to bring visual materials and to provide 3D drawings that could be integrated into a public-facing 3D GIS web scene.

Before adjournment, Commissioner Stephens updated the Board on the Town's GIS progress. A GIS intern, Mr. Logan Deaver, a University of North Carolina Asheville master's student, had built online GIS resources, including a forthcoming public GIS hub and a Survey123 tool for residents to report neighborhood concerns. The Town had also received post-Helene LiDAR data and was pursuing the pre-Helene data. That would allow calculation of canopy and tree loss and a before-and-after "swipe" comparison, and would likely support the intern's master's thesis.

Mayor Goosmann and Mr. Kanipe reported that they hosted 14 University of Tennessee business school students earlier in the month for a discussion of the Town's response to Helene and its decision-making.

With no further business, Mayor Goosmann adjourned the meeting.

There being no further business, Mayor Goosmann adjourned the meeting at 5:35 pm.

The next meeting is scheduled for Tuesday, November 10th, 2026 at 4:30 pm.

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

October 2026

Primary Incident Type

Fire - Structure Fire - Structural Involvement	1
Medical - Illness - Allergic Reaction / Stings	1
Medical - Illness - Breathing Problems	2
Medical - Illness - Heart Problems	1
Medical - Illness - Overdose / Poisoning	1
Medical - Illness - Unconscious Victim	1
Medical - Injury / Trauma - Fall	2
Medical - Injury / Trauma - Motor Vehicle Collision	1
Medical - Other - Medical Alarm	4
Public Service - Citizen Assist - Citizen Assist / Service Call	1
Public Service - Citizen Assist - Lift Assist	4
Public Service - Alarms (Non Medical) - Fire / Smoke Alarm	4
Public Service - Alarms (Non Medical) - CO Alarm	4
Total	**27**

Respectfully Submitted,

Trevor C. Lance

Chief Trevor C. 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
Allan Tarleton, Commissioner
Drew Stephens, Commissioner
Jonathan Kanipe, Town Manager

Biltmore Forest Police Department
November 10, 2026
Commission Report
October 2026 Data

Total Calls for Service:

944 (843 last month)

Arrests:

3-Felony Arrests-(2) Identity Theft, from a bank fraud case (1) Possession with Intent to Sell and Deliver Cocaine, Felony Flee to Elude, Reckless Driving, Possession of Marijuana, Open Container, Hit and Run from a vehicle pursuit.

7-Misdeamenor Arrests-5 Impaired Driving Arrests, 2 Arrests for Outstanding Warrants, all out of traffic stops.

Citations:

61-Citations for various traffic violations (59 last month)

Time Consumption Summary:

Approximations:

Business Checks- 4 hours

House Checks- 4 hours

Radar Operation- 6 hours

Vehicle Crash Investigation- 5 hours

Notable Calls and Projects

Closed roads and directed traffic for trick or treat event.

We did have a pursuit this month. The vehicle crashed into a rock pile and the suspect fled on foot. All of our pursuits and use of force incidents are reviewed internally to make sure officers are operating with-in policy and state law.

Responded to several calls for service relating to political canvassing. Officers did their best to explain our ordinances.

We had an interesting DWI case. Driver had consumed Vanilla Extract to the point of unconsciousness. Tested three times the legal limit .24 and was involved in a minor collision in town.
October 2026 Calls for Service:

BILTMORE FOREST POLICE DEPARTMENT	Count		Percent
ALARM	26		2.75%
ANIMAL CONTROL	13		1.38%
ASSIST MOTORIST	8		0.85%
ASSIST OTHER AGENCY	10		1.06%
BUSINESS CHECK	345		36.55%
CHASE	1		0.11%
CRIME PREVENTION	5		0.53%
DEBRIS IN ROADWAY	5		0.53%
DEPARTMENT OTHER	1		0.11%
DISPUTE	1		0.11%
DISTURBANCE	1		0.11%
DOMESTIC	1		0.11%
EXTRA PATROL	1		0.11%
FOLLOW UP	4		0.42%
FOLLOW-UP INVESTIGATION	4		0.42%
FRAUD	1		0.11%
HIT AND RUN	1		0.11%
HOUSE CHECK	119		12.61%
IMPROPER PARKING	4		0.42%
INCOMPLETE 911	1		0.11%
IVC	1		0.11%
JUVENILE ISSUE	1		0.11%
LOST AND FOUND	1		0.11%
MAGISTRATE	3		0.32%
MEDICAL EMERGENCY	9		0.95%
MENTAL SUBJECT	1		0.11%
NOISE COMPLAINT	1		0.11%
ORDINANCE VIOLATION	2		0.21%
PUBLIC ASSIST	11		1.17%
RADAR OPERATION	41		4.34%
ROAD BLOCKED	1		0.11%
SMOKE COMPLAINT	1		0.11%
SPECIAL CHECK	7		0.74%
SPEED ENFORCEMENT	3		0.32%
STRUCTURE FIRE	1		0.11%
SUSPICIOUS ACTIVITY	1		0.11%
SUSPICIOUS PERSON	16		1.69%
SUSPICIOUS VEHICLE	16		1.69%
TALK WITH OFFICER	10		1.06%
TOWN HALL BUSINESS	3		0.32%
TRAFFIC CONTROL	58		6.14%
TRAFFIC STOP	181		19.17%
TREE DOWN	5		0.53%
VEHICLE ACCIDENT	9		0.95%
WARRANT SERVICE	2		0.21%
WATER LEAK	3		0.32%
WELFARE CHECK	4		0.42%
Total Records For BILTMORE FOREST POLICE DEPARTMENT	**944**	Group/Total	**100.00%**

BOARD OF COMMISSIONERS MEETING
STAFF MEMORANDUM
NOVEMBER 10, 2026

Agenda Item E-3

Public Works Director Monthly Report

Recurring Activities:

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

- Collected 33.49 tons of garbage.
- Diverted 11.52 tons of recycled goods from garbage.
- Picked up 31 loads of brush (approximately 837 cubic yards) over 12 days.
- Responded to 65 total utility locate requests.
- Visited 2 lots documenting the removal of 12 trees and requiring 1 replacement.
- 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.

Miscellaneous Activities for October

- Supervisor Dale and I hosted an all-staff department meeting on October 1, 2026.
- FINAL brush collection for the North AND South routes began on October 15, 2026, and concluded on October 27, 2026. There are no scheduled brush collections between now and January 15, 2027.
- LEAF ONLY collection began on October 27, 2026 and will continue until January 15th, 2027.
- Repairs have been completed to all of our garbage trucks, and they are all back in service.
- Supervisor Dale continues to participate on the tree committee, and I have been participating in the Friends of Biltmore Forest Committee.

- Supervisor Dale oversaw the ordering, installation, and ongoing maintenance of plant material in the Bell Gate island. This planting was planned and installed by volunteers from the tree committee.
- Supervisor Dale completed and submitted the Town's application to become a "Tree City USA" member.
- I am continuing to participate as part of the review staff on the Board of Adjustment with Mr. Williams.
- Mowing activities are slowing down as we enter the fall and winter season. We have shifted to mowing only as needed for the remainder of the season.
- We assisted Ms. Jacobs with the October water billing cycle.
- Staff performed shoulder trimming work along the following areas:
    - Amherst Road, Buena Vista Road, and Eastwood Road
    - Fir Tree Road
    - Stuyvesant Crescent
- Staff assisted the Police Department with set-up for the National Night Out event on October 5.
- We repaired failed exit signs and other items identified by the fire marshal's annual building inspections.
- Manager Kanipe and I negotiated a lease through June 30, 2028 for off-site salt and vehicle storage to free up the Town Hall site for pending construction. Vehicles and equipment will be relocated to this leased space on Sweeten Creek Road over the next few months.
- Our team performed water service maintenance work at 410 Vanderbilt, 5 Lone Pine Road, and 7 Bourne Lane.
- Supervisor Dale attended the annual NC Urban Forest Council's Annual Great Tree Conference in Hickory on October 8.
- I attended the French Broad River MPO Technical Coordinating Committee (TCC) meeting on Thursday, October 8, 2026.
- Supervisor Dale, Clerk Jacobs, Chief Beddingfield and I attended the NCLM Risk Management Conference on October 13 in Raleigh.
- Supervisor Dale, our three sanitation workers, and I attended the American Public Works Association Solid Waste Collections Certificate Course on October 16th at the City of Asheville's Public Works Facilities.
- Public Works Employee Daniel Rice attended a beginners supervisors course at the UNC School of Government on October 22. This is part of our departments initiative for leadership continuity training.
- Our team attended the Police and Public Works Construction Project Open House event on October 28.
- I attended the UNC School of Government's Civic Fellows Annual Alumni meeting from October 29-30.

- I also attended the North Carolina American Water Works Association and Water Environment Federation (NC AWWA/WEA) state conference in Raleigh from November 2 through November 4. This conference provides continuing education on various current events and topics relevant to water system owners and professional engineers in North Carolina.

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.
- We executed the Task Order to begin surveying and design work in August. The survey was completed and a copy delivered on September 14th.
- Our consultant has completed preliminary plans and there is a separate agenda item for this project.

Buncombe County Pedestrian Plan Steering Committee

- For more information about this project please visit https://engage.buncombecounty.org/pedestrianplan.
- The final draft of the Plan was delivered on October 16th.
- The steering committee met for the final time on October 26th from 2-3 pm.
- The master plan has identified ten (10) potential pedestrian projects which will be presented to Buncombe County officials for consideration for adoption. The ten (10) projects can be see at the above link.

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.
  - Five (5) entire lamps are removed and are awaiting pole rebuilds (Helene damage).
  - One (1) pole has been rebuilt and reinstalled and is waiting for a rebuilt lamp head.
  - 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.
- Two (2) of our fourteen (14)-cameras are out of service at this time.
  - Parkway and Stuyvesant (Awaiting service from Flock)
  - Vanderbilt and Cedarcliff (problems with the Duke service line)

- We are working with the vendor selected at last month's board meeting to finalize our initial order of ten (10) replacement streetlights. We will have a better estimate of delivery times when the details of the order are settled.

Anticipated November Activities

- The public works team will perform routine maintenance activities in all public spaces as needed.
- LEAF ONLY collection (no brush collection) began October 27, and will continue until January 15, 2027.
- Staff will complete the required daily chlorine and monthly bacteriological tests.
- I plan on attending the French Broad River MPO Technical Coordinating Committee (TCC) meeting on Thursday, November 19, 2026. This will be a joint meeting with the MPO Board.
- Work will continue to keep as many street lights operable as possible.
- I am working to finalize our order for new streetlights with the vendor as directed by the Board at the September meeting.
- We are awaiting pricing numbers for our FY26/27 paving contract and scheduling for the 26/27 striping contracts.
- 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.
- Manager Kanipe and I will be reviewing annual paving contract proposals this month.
- I am meeting with a vendor to discuss repairs to our elevator emergency call box this month.
- I will be attending the Friends of Biltmore Forest meeting this month as well as the Board of Adjustment meeting.
- The Public works department will be closed on Wednesday, November 11 for Veterans Day and Thursday and Friday, November 26 and 27 for the Thanksgiving holiday.
- Manager Kanipe, Supervisor Dale, and I will be reviewing a possible task order from our on-call engineering services contractor to perform planning work for our parks.
- We will be holding another Public Works Department team meeting in November.
- Repairs to the exterior rotted wood trim around the west and south facing windows of the Board room in Town Hall began on November 5. Custom trim has been ordered to replace the rotted trim and the project will likely extend into early December while we await delivery of these materials.

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

BOARD OF COMMISSIONERS MEETING
STAFF MEMORANDUM
November 10, 2026

Agenda Item E-4

Planning Monthly Report October 2026

Recurring

- Check PD reports daily for code violations and make contact with homeowners and/or contractors to remedy the situation.
- Field inspections are conducted multiple times a week.
- Review Board of Adjustment plans for meeting packets.
- Conduct site visits with the Board of Adjustment Members when needed.
- Communicate weekly with all who submit plans for approval.
- Advising homeowners and contractors of the ordinances.
- Address code violations throughout Town.
- Issue permits as needed.

Monthly Breakdown

- Review of potential subdivisions: 1
- Land use conferences virtual/on site: 124
- Notice of violations verbal/written: 4
- Complaints:1
- Resolved violations/complaints: 3
- Plans reviewed: 41
- Cases for BOA: 2
- Zoning permits issued: 4
- Demo permits issued: 0
- Zoning Clearance letters issued: 1

BOARD OF COMMISSIONERS MEETING
STAFF MEMORANDUM
NOVEMBER 10, 2026

Agenda Item E-5

Town Manager's Monthly Report

Traffic Impact Analysis – Hendersonville Road/Valley Springs Road: Staff received the draft report from McAdams late last week. We are reviewing this draft and its recommendations and will provide a more formal report to the Board at the December meeting. Staff has also communicated with the residents from the Ramble that expressed concerns regarding this intersection and will coordinate a meeting to discuss the report's findings and recommendations. Similarly, staff will work with the property owner and their civil design team to review these findings and recommendations.

Rosebank Park Master Plan: The Board identified a master plan for Rosebank Park as a priority during the FY27 budget process. Staff conducted a preliminary meeting with WithersRavenel and their parks and recreation specialists last week. The Town reviewed the park's current uses and how a public process to develop this plan could play out into the spring and summer of 2027. I anticipate having a proposed scope of services from WithersRavenel by the December meeting.

Planning Commission/BOC Joint Meeting: The Board of Commissioners and Planning Commission held a joint meeting on November 5. The purpose of this meeting was to review the Town's tree preservation ordinance, with a specific focus on the impact of the ordinance post-Hurricane Helene. The discussion covered significant ground and, most importantly, included recommendations and best practice suggestions from local arborists and experts. The Planning Commission will discuss this further and additional information from the Board is welcomed to guide their discussion.

Managed AI Program: The Town's IT vendor, VC3, has developed a comprehensive managed AI program that the Town will review this month. This program would include access to the most pertinent AI models, but perhaps most importantly, would also provide dedicated policies and guidelines for the Town. This coupled program would allow the Town to begin utilizing AI for practical purposes while staying within vetted and approved guardrails, backed by a robust AI policy.

Market Rate Salary Study: We have started working on the FY27 market rate study for personnel salaries. We typically conduct this work every two years in an effort to ensure competitive salaries for town staff.

10 General Fund

Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
4100 TAX REVENUES					
4111 Ad Valorem Tax - CY	618,064.16	624,774.86	4,548,106.00	3,923,331.14	14 %
4112 Ad Valorem Tax - PY	0.00	49.45	0.00	-49.45	** %
4113 Interest & Penalties	0.00	183.65	5,000.00	4,816.35	4 %
4120 Vehicle Property Tax	0.00	27,966.65	145,267.00	117,300.35	19 %
Account Group Total:	**618,064.16**	**652,974.61**	**4,698,373.00**	**4,045,398.39**	**14 %**
4200 INTERGOVERNMENTAL					
4231 NCDOR - Beer & Wine Tax	0.00	0.00	6,500.00	6,500.00	0 %
4232 NCDOR - Local Option Sales Tax	0.00	236,665.07	1,660,983.00	1,424,317.93	14 %
4233 NCDOR - Solid Waste Disposal Tax	0.00	254.52	1,150.00	895.48	22 %
4234 NCDOR - Utility Franchise Taxes	0.00	0.00	220,000.00	220,000.00	0 %
4280 Powell Bill Aid	0.00	0.00	81,000.00	81,000.00	0 %
Account Group Total:	**0.00**	**236,919.59**	**1,969,633.00**	**1,732,713.41**	**12 %**
4300 INVESTMENT INCOME					
4311 Interest Earnings	0.00	7,458.52	120,000.00	112,541.48	6 %
Account Group Total:	**0.00**	**7,458.52**	**120,000.00**	**112,541.48**	**6 %**
4400 SALES OF SERVICES					
4431 Rents	0.00	0.00	38,000.00	38,000.00	0 %
Account Group Total:	**0.00**	**0.00**	**38,000.00**	**38,000.00**	**0 %**
4500 FEES AND FINES					
4511 Returned Check Fees	2,352.27	2,352.27	0.00	-2,352.27	** %
4519 Other Administrative Fees	10.00	-25.00	1,300.00	1,325.00	-2 %
4542 Planning & Zoning Fees	1,115.00	14,795.00	130,000.00	115,205.00	11 %
Account Group Total:	**3,477.27**	**17,122.27**	**131,300.00**	**114,177.73**	**13 %**
4600 GRANTS & DONATIONS					
4651 SBI BONUS CONTRIBUTIONS	25,385.28	25,385.28	0.00	-25,385.28	** %
Account Group Total:	**25,385.28**	**25,385.28**	**0.00**	**-25,385.28**	**** %**
4700 MISCELLANEOUS					
4730 Gas Tax Refund	0.00	0.00	5,000.00	5,000.00	0 %
4751 Capital Asset Sales	0.00	0.00	10,000.00	10,000.00	0 %
4790 Miscellaneous	1,679.22	34,326.91	35,000.00	673.09	98 %
Account Group Total:	**1,679.22**	**34,326.91**	**50,000.00**	**15,673.09**	**69 %**
Fund Total:	**648,605.93**	**974,187.18**	**7,007,306.00**	**6,033,118.82**	**14 %**

51 Water & Sewer Fund

Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
4300 INVESTMENT INCOME					
4311 Interest Earnings	0.00	705.96	5,100.00	4,394.04	14 %
Account Group Total:	**0.00**	**705.96**	**5,100.00**	**4,394.04**	**14 %**
4400 SALES OF SERVICES					
4462 Utilities - Sewer	99,386.99	198,224.80	482,963.00	284,738.20	41 %
4463 Utilities - Water	187,131.03	363,443.84	649,200.00	285,756.16	56 %
Account Group Total:	**286,518.02**	**561,668.64**	**1,132,163.00**	**570,494.36**	**50 %**
4500 FEES AND FINES					
4561 Utility Connection Fees	30.00	500.00	0.00	-500.00	** %
4563 Utility Taps & Service Fees-Water	0.00	12,000.00	15,000.00	3,000.00	80 %
Account Group Total:	**30.00**	**12,500.00**	**15,000.00**	**2,500.00**	**83 %**
Fund Total:	**286,548.02**	**574,874.60**	**1,152,263.00**	**577,388.40**	**50 %**
Grand Total:	**935,153.95**	**1,549,061.78**	**8,159,569.00**	**6,610,507.22**	**19 %**

10 General Fund

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
5000							
5210	Administration						
411	Full-time Regular Wages	33,179.31	153,078.09	0.00	153,078.09	423,223.00	270,144.91
412	Part-time Regular Wages	1,404.00	4,302.00	0.00	4,302.00	8,000.00	3,698.00
413	Overtime	714.54	1,288.11	0.00	1,288.11	3,000.00	1,711.89
416	Elected Officials	1,550.00	6,200.00	0.00	6,200.00	21,600.00	15,400.00
421	FICA	2,808.62	12,452.33	0.00	12,452.33	32,377.00	19,924.67
423	LGERS Pension	7,724.45	35,252.31	0.00	35,252.31	97,299.00	62,046.69
424	401K	1,721.23	7,774.08	0.00	7,774.08	21,161.00	13,386.92
425	Health & Life Insurance	5,298.90	23,831.98	0.00	23,831.98	73,558.00	49,726.02
431	Health Reimbursement Accounts	0.00	0.00	0.00	0.00	7,500.00	7,500.00
432	Travel Allowance	500.00	1,000.00	0.00	1,000.00	6,000.00	5,000.00
511	Professional Services	6,500.00	20,428.83	0.00	20,428.83	50,000.00	29,571.17
513	Staff Development & Travel	1,890.64	11,707.86	1,995.00	13,702.86	30,000.00	16,297.14
522	Maint & Rep - Buildings & Grounds	1,900.55	3,390.02	0.00	3,390.02	6,200.00	2,809.98
524	Maint & Rep - Vehicles	58.49	415.15	0.00	415.15	1,000.00	584.85
534	Dues & Subscriptions	334.38	2,832.47	0.00	2,832.47	7,185.00	4,352.53
535	Postage & Printing	1,812.36	6,300.50	0.00	6,300.50	11,500.00	5,199.50
551	Supplies	453.34	2,783.66	245.00	3,028.66	10,000.00	6,971.34
566	Lease Payment - Principal	765.50	8,156.94	0.00	8,156.94	8,200.00	43.06
567	Lease Payment - Interest	0.00	0.00	0.00	0.00	2,400.00	2,400.00
579	Miscellaneous Expense	58.00	1,652.99	338.05	1,991.04	2,500.00	508.96
	Account Total:	**68,674.31**	**302,847.32**	**2,578.05**	**305,425.37**	**822,703.00**	**517,277.63**
5300	Police						
411	Full-time Regular Wages	117,964.43	472,768.13	0.00	472,768.13	1,298,838.00	826,069.87
412	Part-time Regular Wages	5,792.33	23,262.91	0.00	23,262.91	40,000.00	16,737.09
413	Overtime	10,617.45	42,205.23	0.00	42,205.23	50,000.00	7,794.77
421	FICA	10,101.80	40,330.35	0.00	40,330.35	99,361.00	59,030.65
423	LGERS Pension	25,520.55	119,388.64	0.00	119,388.64	322,947.00	203,558.36
424	401K	5,272.35	24,613.20	0.00	24,613.20	64,942.00	40,328.80
425	Health & Life Insurance	20,833.17	94,323.65	0.00	94,323.65	245,334.00	151,010.35
431	Health Reimbursement Accounts	0.00	0.00	0.00	0.00	28,500.00	28,500.00
512	Contractual Services	3,102.22	41,414.35	168.66	41,583.01	109,600.00	68,016.99
513	Staff Development & Travel	1,165.26	9,482.94	220.00	9,702.94	15,000.00	5,297.06
514	Uniforms	2,307.00	11,899.65	711.31	12,610.96	20,000.00	7,389.04
517	Drug Screening/Background Checks	0.00	80.00	0.00	80.00	5,000.00	4,920.00
522	Maint & Rep - Buildings & Grounds	877.73	1,079.13	0.00	1,079.13	5,000.00	3,920.87
523	Maint & Rep - Equipment	0.00	2,812.83	0.00	2,812.83	5,000.00	2,187.17
524	Maint & Rep - Vehicles	5,601.21	12,834.53	486.16	13,320.69	30,000.00	16,679.31
531	Rent Expense	0.00	165.00	0.00	165.00	500.00	335.00
551	Supplies	137.64	3,078.18	31.83	3,110.01	12,000.00	8,889.99
553	Fuel	3,618.91	13,050.94	0.00	13,050.94	22,800.00	9,749.06
561	Capital Outlay	0.00	10,950.54	4,476.20	15,426.74	50,000.00	34,573.26
566	Lease Payment - Principal	7,231.26	28,925.04	0.00	28,925.04	80,000.00	51,074.96
567	Lease Payment - Interest	0.00	0.00	0.00	0.00	10,000.00	10,000.00
579	Miscellaneous Expense	360.48	6,760.46	1,873.58	8,634.04	10,000.00	1,365.96
	Account Total:	**220,503.79**	**959,425.70**	**7,967.74**	**967,393.44**	**2,524,822.00**	**1,557,428.56**

10 General Fund

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
5400	Fire						
	512 Contractual Services	106,250.00	212,500.00	0.00	212,500.00	425,000.00	212,500.00
	Account Total:	**106,250.00**	**212,500.00**	**0.00**	**212,500.00**	**425,000.00**	**212,500.00**
5710	Public Works						
	411 Full-time Regular Wages	23,964.39	107,518.20	0.00	107,518.20	296,869.00	189,350.80
	413 Overtime	296.64	594.22	0.00	594.22	1,500.00	905.78
	421 FICA	1,799.18	8,013.80	0.00	8,013.80	22,710.00	14,696.20
	423 LGERS Pension	5,529.10	24,762.57	0.00	24,762.57	68,250.00	43,487.43
	424 401K	1,214.35	5,410.63	0.00	5,410.63	14,843.00	9,432.37
	425 Health & Life Insurance	5,506.92	24,604.95	0.00	24,604.95	71,275.00	46,670.05
	431 Health Reimbursement Accounts	0.00	0.00	0.00	0.00	7,500.00	7,500.00
	512 Contractual Services	56.91	227.64	0.00	227.64	5,000.00	4,772.36
	513 Staff Development & Travel	521.01	1,054.38	1,316.00	2,370.38	15,000.00	12,629.62
	514 Uniforms	624.85	2,154.24	2,374.91	4,529.15	6,000.00	1,470.85
	521 Maint & Rep - Infrastructure	10,965.78	16,741.18	3,983.82	20,725.00	50,000.00	29,275.00
	522 Maint & Rep - Buildings & Grounds	333.75	2,357.17	0.00	2,357.17	45,500.00	43,142.83
	524 Maint & Rep - Vehicles	674.68	2,048.04	0.00	2,048.04	10,000.00	7,951.96
	526 Utilities & Communication	1,281.43	5,237.49	0.00	5,237.49	15,280.00	10,042.51
	551 Supplies	158.84	2,292.93	0.00	2,292.93	7,000.00	4,707.07
	553 Fuel	3,618.93	13,051.03	0.00	13,051.03	18,000.00	4,948.97
	561 Capital Outlay	0.00	2,477.44	0.00	2,477.44	2,500.00	22.56
	579 Miscellaneous Expense	0.00	0.00	0.00	0.00	1,000.00	1,000.00
	Account Total:	**56,546.76**	**218,545.91**	**7,674.73**	**226,220.64**	**658,227.00**	**432,006.36**
5740	Streets						
	512 Contractual Services	69,596.10	69,596.10	0.00	69,596.10	200,000.00	130,403.90
	513 Staff Development & Travel	0.00	0.00	0.00	0.00	500.00	500.00
	523 Maint & Rep - Equipment	0.00	0.00	0.00	0.00	2,000.00	2,000.00
	524 Maint & Rep - Vehicles	17,031.27	18,925.43	0.00	18,925.43	35,000.00	16,074.57
	551 Supplies	596.24	4,400.05	0.00	4,400.05	17,500.00	13,099.95
	561 Capital Outlay	0.00	0.00	0.00	0.00	225,000.00	225,000.00
	562 Engineering & Design	0.00	5,684.50	0.00	5,684.50	75,000.00	69,315.50
	566 Lease Payment - Principal	5,094.84	15,284.52	0.00	15,284.52	36,000.00	20,715.48
	567 Lease Payment - Interest	0.00	0.00	0.00	0.00	4,000.00	4,000.00
	Account Total:	**92,318.45**	**113,890.60**	**0.00**	**113,890.60**	**595,000.00**	**481,109.40**
5750	Solid Waste						
	411 Full-time Regular Wages	13,059.65	60,622.92	0.00	60,622.92	159,327.00	98,704.08
	412 Part-time Regular Wages	918.00	3,859.00	0.00	3,859.00	8,000.00	4,141.00
	413 Overtime	0.00	202.40	0.00	202.40	1,000.00	797.60
	421 FICA	1,069.57	4,949.30	0.00	4,949.30	12,188.00	7,238.70
	423 LGERS Pension	2,976.30	13,862.10	0.00	13,862.10	36,629.00	22,766.90
	424 401K	653.20	3,041.97	0.00	3,041.97	7,966.00	4,924.03
	425 Health & Life Insurance	2,895.71	12,942.87	0.00	12,942.87	42,765.00	29,822.13
	431 Health Reimbursement Accounts	0.00	0.00	0.00	0.00	4,500.00	4,500.00
	512 Contractual Services	325.61	4,175.89	0.00	4,175.89	32,400.00	28,224.11
	514 Uniforms	0.00	0.00	0.00	0.00	1,000.00	1,000.00
	524 Maint & Rep - Vehicles	-3,777.26	25,862.06	0.00	25,862.06	26,400.00	537.94
	551 Supplies	38.19	680.38	0.00	680.38	2,000.00	1,319.62
	553 Fuel	2,319.42	9,016.94	0.00	9,016.94	19,088.00	10,071.06

10 General Fund

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
576	Landfill Tipping Fees	7,960.34	40,618.33	0.00	40,618.33	72,520.00	31,901.67
579	Miscellaneous Expense	0.00	0.00	0.00	0.00	1,000.00	1,000.00
	Account Total:	**28,438.73**	**179,834.16**	**0.00**	**179,834.16**	**426,783.00**	**246,948.84**
	Account Group Total:	**572,732.04**	**1,987,043.69**	**18,220.52**	**2,005,264.21**	**5,452,535.00**	**3,447,270.79**
6000 Debt Service							
6000 Debt Service							
564	Debt Service - Principal	42,105.26	42,105.26	0.00	42,105.26	98,811.00	56,705.74
565	Debt Service - Interest	3,536.83	3,536.83	0.00	3,536.83	6,337.00	2,800.17
	Account Total:	**45,642.09**	**45,642.09**	**0.00**	**45,642.09**	**105,148.00**	**59,505.91**
	Account Group Total:	**45,642.09**	**45,642.09**	**0.00**	**45,642.09**	**105,148.00**	**59,505.91**
9000							
9999 Non-departmental							
511	Professional Services	130,446.35	402,843.86	0.00	402,843.86	815,000.00	412,156.14
512	Contractual Services	22,388.66	119,695.18	0.00	119,695.18	302,361.00	182,665.82
513	Staff Development & Travel	1,445.86	1,625.86	0.00	1,625.86	2,500.00	874.14
522	Maint & Rep - Buildings & Grounds	1,588.85	10,635.37	0.00	10,635.37	32,743.00	22,107.63
525	Property & Other Liability	0.00	124,106.26	0.00	124,106.26	124,110.00	3.74
526	Utilities & Communication	33.20	5,342.33	0.00	5,342.33	18,233.00	12,890.67
575	Special Activities	150.00	11,824.02	1,448.81	13,272.83	50,000.00	36,727.17
577	Contingencies	0.00	0.00	0.00	0.00	94,676.00	94,676.00
579	Miscellaneous Expense	250.00	4,151.81	0.00	4,151.81	10,000.00	5,848.19
	Account Total:	**156,302.92**	**680,224.69**	**1,448.81**	**681,673.50**	**1,449,623.00**	**767,949.50**
	Account Group Total:	**156,302.92**	**680,224.69**	**1,448.81**	**681,673.50**	**1,449,623.00**	**767,949.50**
	Fund Total:	**774,677.05**	**2,712,910.47**	**19,669.33**	**2,732,579.80**	**7,007,306.00**	**4,274,726.20**

51 Water & Sewer Fund

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
5000							
5820	Water & Sewer						
411	Full-time Regular Wages	17,613.94	80,653.50	0.00	80,653.50	227,823.00	147,169.50
413	Overtime	230.54	291.76	0.00	291.76	1,000.00	708.24
421	FICA	1,339.60	6,076.22	0.00	6,076.22	17,428.00	11,351.78
423	LGERS Pension	4,066.72	18,251.46	0.00	18,251.46	52,377.00	34,125.54
424	401K	893.64	4,052.83	0.00	4,052.83	11,391.00	7,338.17
425	Health & Life Insurance	3,194.71	14,240.99	0.00	14,240.99	38,000.00	23,759.01
511	Professional Services	105.00	725.00	1,900.00	2,625.00	5,000.00	2,375.00
512	Contractual Services	22,202.00	22,202.00	0.00	22,202.00	25,000.00	2,798.00
513	Staff Development & Travel	0.00	389.00	0.00	389.00	5,000.00	4,611.00
522	Maint & Rep - Buildings & Grounds	0.00	0.00	0.00	0.00	5,000.00	5,000.00
535	Postage & Printing	0.00	0.00	0.00	0.00	5,000.00	5,000.00
551	Supplies	0.00	9,950.08	1,455.06	11,405.14	15,000.00	3,594.86
554	Purchase of Wholesale Utilities	135,810.78	317,863.18	0.00	317,863.18	743,400.00	425,536.82
577	Contingencies	0.00	0.00	0.00	0.00	844.00	844.00
	Account Total:	**185,456.93**	**474,696.02**	**3,355.06**	**478,051.08**	**1,152,263.00**	**674,211.92**
	Account Group Total:	**185,456.93**	**474,696.02**	**3,355.06**	**478,051.08**	**1,152,263.00**	**674,211.92**
	Fund Total:	**185,456.93**	**474,696.02**	**3,355.06**	**478,051.08**	**1,152,263.00**	**674,211.92**
	Grand Total:	**960,133.98**	**3,187,606.49**	**23,024.39**	**3,210,630.88**	**8,159,569.00**	**4,948,938.12**

BOARD OF COMMISSIONERS MEETING
STAFF MEMORANDUM
NOVEMBER 10, 2026

Agenda Item G-1

Ridgefield Place Design & Cost Discussion
Ben Cathey, McGill

Background

The Board has discussed a potential closure for the intersection of Ridgefield Place and Hendersonville Road for several months. Previous work by staff included information regarding making this intersection a "right in, right out" design as well. The Board's direction this summer was to move forward with designing a closed intersection with a cul-de-sac. In addition, the Board requested a design that would create a dedicated "right-turn lane" on Eastwood Road for vehicles turning south onto Hendersonville Road.

McGill performed this work for the Town and began by conducting a full topographical survey in the area. They have utilized this data and developed designs for these intersections, as well as cost estimates, for the Board to review.

Discussion

Mr. Ben Cathey, with McGill, will be present at the meeting to review these proposed designs and cost estimates. Please note, the cost estimate does not include any property acquisition.

Commissioner Stephens has requested that before any action is taken, proposed designs or ideas be reviewed with neighboring property owners.

Action Requested

None at this time. Board is requested to review design and cost considerations and provide further direction for staff.

CONTRACTOR SHALL TIE TO EXISTING PAVEMENT AS NECESSARY TO PROVIDE A SMOOTH TRANSITION (TYP)

PROPOSED STORAGE AND TAPER LENGTHS ARE BASED ON A 25 MPH POSTED SPEED LIMIT, PER NCDOT REQUIREMENTS

CONTRACTOR SHALL PROVIDE DRIVEWAY ACCESS THROUGHOUT CONSTRUCTION

HENDERSONVILLE ROAD - US-25
NCDOT MAINTAINED R/W
PROJECT NO. 8.1841601

EASTWOOD ROAD
TOWN OF BILTMORE FOREST MAINTAINED R/W

100' TAPER LENGTH

100' STORAGE LENGTH (± 4 VEHICLES)

HATCHED AREA REPRESENTS PROPOSED 291 SF TEMPORARY CONSTRUCTION EASEMENT ON STEPHENS PROPERTY

PROPOSED 40 SF RIGHT TURN LANE ENCROACHMENT

N/F
STEPHENS ANDREW T
PIN: 9646-96-9016
ACREAGE: 0.72 AC.
TOTAL TEMPORARY CONSTRUCTION EASEMENT: 291 SF

PROPOSED 1' DEEP ROAD SIDE DITCH WITH 2:1 SIDE SLOPES

PROPOSED DITCH TO EXISTING STRUCTURE

N08° 48' 28"E
101.43'

EXISTING TREES WITHIN CONSTRUCTION AREA SHALL BE REMOVED AND REPLACED

CONTRACTOR SHALL TIE PROPOSED PAVEMENT TO PAVEMENT AS NECESSARY TO PROVIDE SMOOTH TRANSITION

PROPOSED STOP BAR

PROPOSED LIGHT DUTY ASPHALT (± 4,782 SF)

EXISTING BELOW GROUND UTILITIES TO REMAIN IN PLACE AND MAINTAIN MIN./MAX COVER (TYP)

EXISTING LOCATION OF BILTMORE FOREST LIGHT POLE

PROPOSED CURB END TREATMENT

PROPOSED 30 SF CURB & GUTTER ENCROACHMENT

EXISTING LOCATION OF TRAFFIC SIGNAL MAST ARM

S58° 02' 26"E
13.21'

R35.00'

EXISTING LOCATION OF PEDESTRIAN CROSSING SIGNAL

EXISTING CROSSWALK LOCATION

N/F
DEBORAH H HAREY
LIVING TRUST
PIN: 9656-05-0995
ACREAGE: 0.59 AC.
TOTAL TEMPORARY CONSTRUCTION EASEMENT: 1,155 SF
TOTAL PERMANENT ENCROACHMENT AREA: ±100 SF (ROAD PAVEMENT, CURB & GUTTER, AND MAST ARM)

HATCHED AREA REPRESENTS PROPOSED 1,155 SF TEMPORARY CONSTRUCTION EASEMENT ON HAREY PROPERTY

PROPOSED LOCATION OF BILTMORE FOREST LIGHT POLE

APPROXIMATE PROPOSED LOCATION OF TRAFFIC SIGNAL MAST ARM

PROPOSED LOCATION OF RELOCATED PEDESTRIAN CROSSING SIGNAL

PROPOSED RELOCATED ADA RAMP

PROPOSED CROSSWALK STRIPING EXTENSION

PROPOSED 30" NCDOT CURB AND GUTTER

CONTRACTOR SHALL TIE PROPOSED CURB AND GUTTER TO EXISTING CURB AND GUTTER AS NECESSARY TO PROVIDE SMOOTH TRANSITION

PRELIMINARY
- FOR REVIEW PURPOSES ONLY -
DO NOT USE FOR CONSTRUCTION

mcgill®
55 Broad Street
Asheville, NC 28801
828.252.0575
NC Firm License # C-0459
mcgillassociates.com

FOR REVIEW ONLY

CALL 811 BEFORE YOU DIG
811
SITE DIGGING PARTNER

NO.	DATE	BY	DESCRIPTION

PRELIMINARY EASTWOOD ROAD
RIGHT TURN LANE ADDITION

BILTMORE FOREST

BUNCOMBE COUNTY, NORTH CAROLINA

GRAPHIC SCALE 10 0 5 10 20
DIVISION VALUE = 10 FEET
(ORIGINAL SIZE: 22"x34")

OFFICE MANAGER	DESIGNER
M. CATHEY	A. LYTLE
PROJECT MANAGER	REVIEWER
S. BURWELL	U. GARRISON

PRELIMINARY EASTWOOD ROAD
RIGHT TURN LANE ADDITION

DATE	PROJECT #	FUNDING #
RIGHT TURN LANE ADDITION	26.00125	N/A

SHEET

EXH. B

P:\2026\26.00125-BILTMOREFORESTNC-ON-CALL SERVICES\DRAWINGS\SHEETS\26.00125 - SITE PLAN BULLETIN.DWG PLOT DATE 11/6/2026 10:45 AM ULRICK GARRISON

26.00125 - ASHEVILLE - ---- RIDGEFIELD CUL-DE-SAC - SHEET ----

N/F
DEBORAH H. HARLEY
STEWART J. HARLEY
PIN# 9656-05-0995
DB 6157 PG 421
PB 127 PG 47

CONTRACTOR SHALL PROVIDE DRIVEWAY ACCESS THROUGHOUT CONSTRUCTION

EXISTING PROPERTY LINE (TYP)

PROPOSED BERM WITH 2' TOP

RIDGEFIELD PLACE
TOWN OF BILTMORE FOREST
MAINTAINED R/W

CONTRACTOR SHALL TIE TO EXISTING PAVEMENT AS NECESSARY TO PROVIDE A SMOOTH TRANSITION

32'

73.50'

HENDERSONVILLE ROAD - US-25
NCDOT MAINTAINED R/W
PROJECT NO. 8.1841601

EXISTING UTILITIES TO BE RELOCATED AS NEEDED

EXISTING CONNECTION TO HENDERSONVILLE RD TO BE REMOVED

BACKFILL CURB AND SEED IN AREA OF OLD ROADWAY

PROPOSED 30" NCDOT CURB AND GUTTER

EXISTING STORM INLET TO BE READJUSTED TO MATCH THE BOTTOM OF THE PROPOSED ROAD SIDE DITCH

CONTRACTOR SHALL TIE PROPOSED CURB AND GUTTER TO EXISTING CURB AND GUTTER AS NECESSARY TO PROVIDE SMOOTH TRANSITION

111.70'

35'R

50'R

57.69'

CONTRACTOR SHALL PROVIDE DRIVEWAY ACCESS THROUGHOUT CONSTRUCTION

PROPOSED LIGHT DUTY ASPHALT (TOTAL 4,192 SF)

PROPOSED 1' DEEP ROAD SIDE DITCH WITH 2:1 SIDE SLOPES

HATCHED AREA REPRESENTS TEMPORARY CONSTRUCTION EASEMENT AREA

N/F
ROBERT BYRD
PIN# 9646-95-9735
DB 5824 PG 824

N/F
1251 LLC
PIN: 9656-05-0753
ACREAGE: 0.56 AC.
TOTAL TEMPORARY CONSTRUCTION EASEMENT: 500 SF
TOTAL PERMANENT ENCROACHMENT AREA: 4,596 SF (0.10 AC.)(AREA UP TO RIGHT-OF-WAY WITH A 2,443 SF PAVEMENT ENCROACHMENT)

HATCHED AREA REPRESENTS PERMANENT ENCROACHMENT AREA

PROPOSED DITCH TO OPEN THROAT STRUCTURE

PROPOSED RIGHT OF WAY

PRELIMINARY
- FOR REVIEW PURPOSES ONLY -
DO NOT USE FOR CONSTRUCTION

mcgill®
55 Broad Street
Asheville, NC 28801
828.252.0575
NC Firm License # C-0459
mcgillassociates.com

FOR REVIEW ONLY

CALL 811 BEFORE YOU DIG
811
SAFE DIGGING PARTNER

NO.	DATE	BY	DESCRIPTION

PRELIMINARY RIDGEFIELD
PLACE CUL-DE-SAC
BILTMORE FOREST
BUNCOMBE COUNTY, NORTH CAROLINA

GRAPHIC SCALE 10 0 5 10 20
DIVISION VALUE = 10 FEET
(ORIGINAL SIZE: 22"x34")

OFFICE MANAGER	DESIGNER
M. CATHEY	A. LYTLE
PROJECT MANAGER	REVIEWER
S. BURWELL	U. GARRISON

PRELIMINARY RIDGEFIELD
PLACE CUL-DE-SAC

DATE	PROJECT #	FUNDING #
NOVEMBER 2026	26.00125	N/A

SHEET
EXH. A

26.00125 - ASHEVILLE - ---- RIDGEFIELD CUL-DE-SAC - SHEET ----

P:\2026\26.00125-BILTMOREFOREST\NC-ON-CALL SERVICES\DRAWINGS\SHEETS\26.00125 - SITE PLAN BULLETIN.DWG PLOT DATE 11/6/2026 11:37 AM ULRICK GARRISON

Eastwood Road Right Turn Lane Addition Sitework
Preliminary Opinion of Probable Cost

ITEM #	DESCRIPTION	UNIT	QTY	UNIT COST	TOTAL AMOUNT
1	Mobilization / General Requirements	LS	1	$15,000.00	$15,000.00
2	Traffic Control	LS	1	$40,000.00	$40,000.00
EROSION CONTROL & EARTHWORK					
3	Clearing and Grubbing	LS	1	$10,000.00	$10,000.00
4	Road Demo and Haul-off	SY	250	$25.00	$6,250.00
5	Earthwork	LS	1	$10,000.00	$10,000.00
6	Erosion Control	LS	1	$5,000.00	$5,000.00
7	Seeding	LS	1	$2,500.00	$2,500.00
				EROSION CONTROL & EARTHWORK SUBTOTAL	**$33,750.00**
SITEWORK					
8	Standard Duty Asphalt Paving (8" ABC, 1.5" Binder Course, 1.5" Surface Course)	SY	500	$50.00	$25,000.00
9	30" Concrete Curb & Gutter	LF	70	$40.00	$2,800.00
10	NCDOT Road Repair & Potential Overlay	LS	1	$20,000.00	$20,000.00
11	Intersection Signal Modifications	LS	1	$120,000.00	$120,000.00
12	Striping and Signage	LS	1	$15,000.00	$15,000.00
13	Landscaping	LS	1	$8,000.00	$8,000.00
				SITEWORK SUBTOTAL	**$190,800.00**
				CONSTRUCTION SUBTOTAL	$279,550.00
				CONTINGENCY (15%)	$42,000.00
				TOTAL CONSTRUCTION COST	**$321,550.00**
				ENGINEERING DESIGN AND CONSTRUCTION SOFT COSTS	$58,000.00
				GEOTECHNICAL AND CONSTRUCTION MATERIALS TESTING (CMT)	$4,000.00
				TOTAL PROJECT COST	**$383,550.00**

NOTES:

1. The ENGINEER maintains no control of labor costs, materials, equipment or services furnished by others, the Contractor(s)' methods for determining prices, or competitive or market conditions. The estimates herein for project and construction costs represent the ENGINEER'S best judgment, and are based on his experience and qualifications as a Professional Engineer who possesses familiarity with the construction industry. The ENGINEER does not guarantee the accuracy of the cost estimates, which may vary from bids or actual project and construction costs.
2. Permit fees are excluded from this estimate.

Ridgefield Place Cul-de-Sac Sitework
Preliminary Opinion of Probable Cost

ITEM #	DESCRIPTION	UNIT	QTY	UNIT COST	TOTAL AMOUNT
1	Mobilization / General Requirements	LS	1	$10,000.00	$10,000.00
2	Traffic Control	LS	1	$30,000.00	$30,000.00
EROSION CONTROL & EARTHWORK					
3	Clearing and Grubbing	LS	1	$7,500.00	$7,500.00
4	Road Demo and Haul-off	SY	425	$25.00	$10,625.00
5	Earthwork	LS	1	$15,000.00	$15,000.00
6	Erosion Control	LS	1	$10,000.00	$10,000.00
7	Seeding	LS	1	$4,000.00	$4,000.00
	EROSION CONTROL & EARTHWORK SUBTOTAL				**$47,125.00**
SITEWORK & STORM DRAINAGE					
8	Standard Duty Asphalt Paving (8" ABC, 1.5" Binder Course, 1.5" Surface Course)	SY	550	$50.00	$27,500.00
9	30" Concrete Curb & Gutter	LF	90	$40.00	$3,600.00
10	NCDOT Road Repair & Potential Overlay	LS	1	$20,000.00	$20,000.00
11	Inlet Modifications	EA	1	$3,000.00	$3,000.00
12	Striping and Signage	LS	1	$5,000.00	$5,000.00
13	Landscaping	LS	1	$12,000.00	$12,000.00
	SITEWORK & STORM DRAINAGE SUBTOTAL				**$71,100.00**
	CONSTRUCTION SUBTOTAL				$158,225.00
	CONTINGENCY (15%)				$23,800.00
	TOTAL CONSTRUCTION COST				**$182,025.00**
	ENGINEERING DESIGN AND CONSTRUCTION SOFT COSTS				$33,000.00
	GEOTECHNICAL AND CONSTRUCTION MATERIALS TESTING (CMT)				$4,000.00
	TOTAL PROJECT COST				**$219,025.00**

NOTES:

1. The ENGINEER maintains no control of labor costs, materials, equipment or services furnished by others, the Contractor(s)' methods for determining prices, or competitive or market conditions. The estimates herein for project and construction costs represent the ENGINEER'S best judgment, and are based on his experience and qualifications as a Professional Engineer who possesses familiarity with the construction industry. The ENGINEER does not guarantee the accuracy of the cost estimates, which may vary from bids or actual project and construction costs.
2. Permit fees are excluded from this estimate.

BOARD OF COMMISSIONERS MEETING
STAFF MEMORANDUM
NOVEMBER 10, 2026

Agenda Item G-2
GIS Presentation and GIS Hub Launch
Commissioner Drew Stephens

Background

The Board of Commissioners adopted a goal in FY26 to develop the Town's geographical information systems (GIS) infrastructure. The Town is fortunate that this is Commissioner Drew Stephens's profession and specialty and has relied upon his knowledge to get this moving forward. In late August 2026, the Town hired Logan Deaver, a master's student at UNC-Asheville, as its first GIS intern. Mr. Deaver has done a tremendous job standing up the Town's GIS infrastructure and worked with Commissioner Stephens on these items.

Discussion

Commissioner Stephens will provide an overview of the Town's GIS program and demonstrate the Town's new GIS hub during the Board meeting.

BOARD OF COMMISSIONERS MEETING
STAFF MEMORANDUM
NOVEMBER 10, 2026

Agenda Item G-3
Police Department and Public Works
Construction Projects

Background

The Town continues to advance development of the new Police Headquarters and Public Works Facility projects. Recent efforts have focused on regulatory approvals, stormwater compliance, project outreach, and preparations for temporary operational needs associated with future construction activities. As we move closer to construction, my intent is to provide similar updates monthly and address any questions, concerns, or issues that the Board or citizens may have.

Discussion

Since the Board's October meeting, project teams have continued coordination and refinement work for both facilities.

Permitting and Stormwater Review

Permitting review remains underway for both projects. Work has continued on stormwater and site-compliance requirements, including revisions to the proposed bioretention system associated with the Public Works facility and modifications addressing impervious surface requirements at the Police Headquarters site. These efforts are intended to ensure compliance with applicable development regulations and permit conditions prior to construction activity.

Community Open House

A community open house was held on October 28, 2026, at Town Hall to provide residents an opportunity to review project plans and meet directly with members of the Town's design and construction teams. Display materials included project renderings, exterior elevations, floor plans, and other project information. The event was intended to increase public awareness of the facilities and provide an opportunity for residents to ask questions and offer feedback regarding the projects. A copy of the Frequently Asked Questions handout is attached to this memorandum.

Temporary Public Works Equipment and Storage

Staff has continued planning for temporary Public Works operations during construction. A lease location on Sweeten Creek Road, just outside of Biltmore Village, has been identified that can accommodate equipment storage, vehicle parking, material staging, and salt storage needs. Lease negotiations and related preparations are underway to allow for relocation of Public Works operations and subsequent demolition activities necessary to facilitate construction of the new facility.

Project Readiness

Town staff, consultants, and contractors continue coordination efforts to maintain project schedules and prepare both sites for construction. Current activities remain focused on completing permitting requirements, finalizing temporary operational arrangements, and resolving remaining regulatory review items so the projects remain positioned to move forward toward construction.

Action Requested

This item is presented for informational purposes. No Board action is requested at this time. Staff will continue to advance permitting, stormwater review, temporary facility arrangements, and other project-preparation activities and will provide additional updates as significant milestones are reached.

BOARD OF COMMISSIONERS MEETING
STAFF MEMORANDUM
NOVEMBER 10, 2026

Agenda Item G-4
SNAP Penalty Implications for Biltmore Forest and Other North Carolina Municipalities

BACKGROUND

As part of the recently adopted North Carolina state budget, municipalities will be required to share in the cost of federal Supplemental Nutrition Assistance Program (SNAP) payment error rate penalties assessed against the State of North Carolina. Beginning in FY 2027, a portion of municipal local sales tax distributions will be withheld to fund these payments.

Although municipalities do not administer the SNAP program and have no authority over program operations or eligibility determinations, the legislation allocates a share of the state's penalty costs to cities and towns through reductions in local sales tax distributions.

The North Carolina League of Municipalities (NCLM) has prepared an estimate of potential impacts to municipal revenues using available federal SNAP Payment Error Rate (PER) data, state fiscal note information, and North Carolina Department of Revenue sales tax distribution records.

FINANCIAL IMPACT

Based on NCLM's illustrative analysis, the estimated annual impact to the Town of Biltmore Forest is approximately $13,302 in reduced local sales tax revenue. For context, our anticipated sales tax revenue in FY27 is approximately $1.66 million. While this number represents just under 1 percent of our estimated sales tax revenue, this is still a penalty under for something under which the Town has no administrative or legal control.

Estimated annual impacts to other Buncombe County municipalities include:

Asheville: $349,654
Black Mountain: $23,122
Weaverville: $18,792
Woodfin: $18,277
Montreat: $5,460

These figures are estimates only and should not be considered final withholding amounts.

Actual reductions will depend upon:

- Future statewide SNAP penalty assessments;
- Applicable federal SNAP payment error rates;
- FY 2026-27 sales tax distributions;
- Changes in state or federal law; and
- Other variables incorporated into the statutory calculation.

DISCUSSION

The NCLM estimates are intended to illustrate the potential magnitude of the revenue shift rather than predict actual future withholdings. The methodology applies the federal FY 2025 SNAP payment error rate to prior-year certified municipal sales tax distributions under Articles 39, 40, and 42.

Actual withholdings will be calculated using future-year sales tax allocations and applicable federal error rate data as prescribed by state law. The Town will continue to monitor legislative developments and guidance from the North Carolina League of Municipalities and the North Carolina Department of Revenue regarding implementation of these provisions.

RECOMMENDATION

This item is presented for informational purposes only. No Board action is required.

Attachment

NC League of Municipalities Estimated Municipal SNAP Penalty Impact Report

NCLM
NC LEAGUE OF MUNICIPALITIES

WORKING AS ONE.
ADVANCING ALL.

HOW MUCH WILL CITIES PAY OF THE SNAP PENALTY?

Cities and towns are expected to see substantial decreases in their portion of local sales tax revenue as a result of recent state budget language requiring them to pay a portion of the State's Supplemental Nutrition Assistance Program (SNAP) error rate penalties. This chart shows hypothetical losses if the state budget had been in place for Fiscal Year 2024-2025. Cities and towns do not administer the SNAP program, nor do municipal elected officials have any say in how it is run. Nonetheless, the recent state budget bill withholds a portion of cities' sales tax dollars to pay part of the State's SNAP error rate payment, beginning next year.

Federal Fiscal Year 2025 Snap Penalty Error Rate on FY 2025 Certified Sales Tax Distributions

Local Government Unit	County	Total Annualized Penalty $
Aberdeen	Moore	$32,473
Ahoskie	Hertford	$10,884
Alamance	Alamance	$4,562
Albemarle	Stanly	$35,359
Alliance	Pamlico	$127
Andrews	Cherokee	$5,016
Angier	Harnett, Wake	$29,369
Ansonville	Anson	$1,013
Apex	Chatham, Wake	$742,568
Archdale	Guilford, Randolph	$76,764
Archer Lodge	Johnston	$8,931
Asheboro	Randolph	$177,923
Asheville	Buncombe	$349,654
Askewville	Bertie	$577
Atkinson	Pender	$1,070
Atlantic Beach	Carteret	$13,061
Aulander	Bertie	$2,363
Aurora	Beaufort	$2,917
Autryville	Sampson	$364

Local Government Unit	County	Total Annualized Penalty $
Ayden	Pitt	$20,177
Badin	Stanly	$3,887
Bailey	Nash	$1,997
Bakersville	Mitchell	$503
Bald Head Island	Brunswick	$1,308
Banner Elk	Avery	$4,932
Bath	Beaufort	$1,576
Bayboro	Pamlico	$284
Bear Grass	Martin	$42
Beaufort	Carteret	$18,111
Beech Mountain	Avery, Watauga	$19,381
Belhaven	Beaufort	$9,027
Belmont	Gaston	$119,690
Belville	Brunswick	$11,142
Belwood	Cleveland	$205
Benson	Harnett, Johnston	$16,720
Bermuda Run	Davie	$2,395
Bessemer City	Gaston	$28,839
Bethania	Forsyth	$2,016
Bethel	Pitt	$5,482
Beulaville	Duplin	$2,413
Biltmore Forest	Buncombe	$13,302
Biscoe	Montgomery	$3,620
Black Creek	Wilson	$512
Black Mountain	Buncombe	$23,122
Bladenboro	Bladen	$1,456
Blowing Rock	Caldwell, Watauga	$20,252
Boardman	Columbus	$444
Bogue	Carteret	$143
Boiling Spring Lakes	Brunswick	$28,832
Boiling Springs	Cleveland	$7,176
Bolivia	Brunswick	$787
Bolton	Columbus	$1,519
Boone	Watauga	$30,393
Boonville	Yadkin	$1,375
Bostic	Rutherford	$228
Brevard	Transylvania	$25,305
Bridgeton	Craven	$1,365
Broadway	Harnett, Lee	$1,681

Local Government Unit	County	Total Annualized Penalty $
Brookford	Catawba	$1,081
Brunswick	Columbus	$2,625
Bryson City	Swain	$4,497
Bunn	Franklin	$690
Burgaw	Pender	$12,845
Burlington	Alamance, Guilford	$273,777
Burnsville	Yancey	$4,066
Butner	Granville	$25,181
Cajah's Mountain	Caldwell	$4,906
Calabash	Brunswick	$9,846
Calypso	Duplin	$706
Cameron	Moore	$969
Candor	Montgomery	$1,589
Canton	Haywood	$12,162
Cape Carteret	Carteret	$3,114
Carolina Beach	New Hanover	$64,439
Carolina Shores	Brunswick	$23,464
Carrboro	Orange	$60,494
Carthage	Moore	$10,164
Cary	Chatham, Wake	$1,857,202
Casar	Cleveland	$47
Castalia	Nash	$906
Caswell Beach	Brunswick	$1,799
Catawba	Catawba	$1,775
Cedar Point	Carteret	$2,189
Cedar Rock	Caldwell	$539
Cerro Gordo	Columbus	$356
Chadbourn	Columbus	$4,200
Chapel Hill	Durham, Orange	$178,846
Charlotte	Mecklenburg	$17,412,159
Cherryville	Gaston	$26,660
Chimney Rock Village	Rutherford	$343
China Grove	Rowan	$8,785
Chocowinity	Beaufort	$4,773
Claremont	Catawba	$4,292
Clarkton	Bladen	$899
Clayton	Johnston, Wake	$138,126
Clemmons	Forsyth	$63,493
Cleveland	Rowan	$1,659

Local Government Unit	County	Total Annualized Penalty $
Clinton	Sampson	$18,247
Clyde	Haywood	$3,823
Coats	Harnett	$5,335
Cofield	Hertford	$628
Colerain	Bertie	$683
Columbia	Tyrrell	$743
Columbus	Polk	$2,614
Como	Hertford	$72
Concord	Cabarrus	$745,193
Conetoe	Edgecombe	$461
Connelly Springs	Burke	$4,394
Conover	Catawba	$21,210
Conway	Northampton	$1,181
Cooleemee	Davie	$428
Cornelius	Mecklenburg	$592,273
Cove City	Craven	$228
Cramerton	Gaston	$40,506
Creedmoor	Granville	$15,510
Creswell	Washington	$567
Crossnore	Avery	$1,049
Dallas	Gaston	$18,275
Danbury	Stokes	$90
Davidson	Iredell, Mecklenburg	$333,703
Denton	Davidson	$12,734
Dillsboro	Jackson	$438
Dobbins Heights	Richmond	$1,427
Dobson	Surry	$4,317
Dortches	Nash	$3,845
Dover	Craven	$256
Drexel	Burke	$5,023
Dublin	Bladen	$222
Duck	Dare	$14,712
Dunn	Harnett	$37,012
Durham	Durham, Orange, Wake	$825,012
Earl	Cleveland	$147
East Arcadia	Bladen	$189
East Bend	Yadkin	$805
East Spencer	Rowan	$3,098
Eastover	Cumberland	$14,327

Local Government Unit	County	Total Annualized Penalty $
Eden	Rockingham	$38,782
Edenton	Chowan	$7,377
Elizabeth City	Camden, Pasquotank	$40,247
Elizabethtown	Bladen	$4,274
Elk Park	Avery	$2,298
Elkin	Surry, Wilkes	$11,740
Ellenboro	Rutherford	$276
Ellerbe	Richmond	$3,041
Elm City	Wilson	$1,467
Elon	Alamance	$50,496
Emerald Isle	Carteret	$17,711
Enfield	Halifax	$2,227
Erwin	Harnett	$11,553
Eureka	Wayne	$425
Everetts	Martin	$126
Fair Bluff	Columbus	$1,919
Fairmont	Robeson	$5,440
Fairview	Union	$1,174
Faison	Duplin, Sampson	$1,696
Faith	Rowan	$1,597
Falcon	Cumberland, Sampson	$1,430
Falkland	Pitt	$187
Fallston	Cleveland	$156
Farmville	Pitt	$17,851
Fayetteville	Cumberland	$821,760
Flat Rock	Henderson	$6,355
Fletcher	Henderson	$19,245
Fontana Dam	Graham	$8
Forest City	Rutherford	$25,536
Forest Hills	Jackson	$178
Fountain	Pitt	$1,526
Four Oaks	Johnston	$9,227
Foxfire Village	Moore	$4,924
Franklin	Macon	$10,972
Franklinton	Franklin	$4,789
Franklinville	Randolph	$7,820
Fremont	Wayne	$1,855
Fuquay-Varina	Wake	$419,189
Gamewell	Caldwell	$6,696

Local Government Unit	County	Total Annualized Penalty $
Garland	Sampson	$1,279
Garner	Wake	$382,205
Garysburg	Northampton	$1,422
Gaston	Northampton	$1,597
Gastonia	Gaston	$418,534
Gatesville	Gates	$715
Gibson	Scotland	$371
Gibsonville	Alamance, Guilford	$54,368
Glen Alpine	Burke	$4,385
Godwin	Cumberland	$577
Goldsboro	Wayne	$85,346
Goldston	Chatham	$608
Graham	Alamance	$86,690
Grandfather Village	Avery	$423
Granite Falls	Caldwell	$9,129
Granite Quarry	Rowan	$6,035
Grantsboro	Pamlico	$80
Green Level	Alamance	$14,860
Greenevers	Duplin	$1,240
Greensboro	Guilford	$3,631,627
Greenville	Pitt	$364,698
Grifton	Lenoir, Pitt	$10,598
Grimesland	Pitt	$1,644
Grover	Cleveland	$1,209
Halifax	Halifax	$282
Hamilton	Martin	$246
Hamlet	Richmond	$27,058
Harmony	Iredell	$1,440
Harrells	Duplin, Sampson	$344
Harrellsville	Hertford	$105
Harrisburg	Cabarrus	$133,471
Hassell	Martin	$22
Havelock	Craven	$25,657
Haw River	Alamance	$11,094
Hayesville	Clay	$362
Henderson	Vance	$31,673
Hendersonville	Henderson	$55,359
Hertford	Perquimans	$12,498
Hickory	Burke, Caldwell, Catawba	$110,434

Local Government Unit	County	Total Annualized Penalty $
High Point	Davidson, Forsyth, Guilford, Randolph	$1,175,289
High Shoals	Gaston	$1,726
Highlands	Jackson, Macon	$10,032
Hildebran	Burke	$4,794
Hillsborough	Orange	$28,356
Hobgood	Halifax	$192
Hoffman	Richmond	$990
Holden Beach	Brunswick	$4,529
Holly Ridge	Onslow	$23,477
Holly Springs	Wake	$477,212
Hookerton	Greene	$249
Hope Mills	Cumberland	$70,186
Hot Springs	Madison	$1,069
Hudson	Caldwell	$6,928
Huntersville	Cabarrus, Mecklenburg	$829,157
Indian Beach	Carteret	$4,883
Indian Trail	Union	$100,170
Jackson	Northampton	$677
Jacksonville	Onslow	$238,218
Jamestown	Guilford	$51,019
Jamesville	Martin	$381
Jefferson	Ashe	$7,899
Jonesville	Yadkin	$3,007
Kannapolis	Cabarrus, Rowan	$341,641
Kelford	Bertie	$649
Kenansville	Duplin	$1,669
Kenly	Johnston, Wilson	$7,630
Kernersville	Forsyth, Guilford	$361,015
Kill Devil Hills	Dare	$32,559
King	Forsyth, Stokes	$14,608
Kings Mountain	Cleveland, Gaston	$60,141
Kingstown	Cleveland	$635
Kinston	Lenoir	$32,597
Kittrell	Vance	$39
Kitty Hawk	Dare	$14,680
Knightdale	Wake	$216,720
Kure Beach	New Hanover	$33,251
La Grange	Lenoir	$2,268

Local Government Unit	County	Total Annualized Penalty $
Lake Lure	Rutherford	$11,571
Lake Park	Union	$6,925
Lake Santeetlah	Graham	$608
Lake Waccamaw	Columbus	$3,462
Landis	Rowan	$7,388
Lansing	Ashe	$616
Lasker	Northampton	$96
Lattimore	Cleveland	$260
Laurel Park	Henderson	$9,781
Laurinburg	Scotland	$10,152
Lawndale	Cleveland	$489
Leggett	Edgecombe	$87
Leland	Brunswick	$128,401
Lenoir	Caldwell	$33,568
Lewiston Woodville	Bertie	$1,335
Lewisville	Forsyth	$47,800
Lexington	Davidson	$165,290
Liberty	Randolph	$17,155
Lilesville	Anson	$904
Lillington	Harnett	$20,304
Lincolnton	Lincoln	$31,574
Linden	Cumberland	$536
Littleton	Halifax	$1,087
Locust	Cabarrus, Stanly	$12,879
Long View	Burke, Catawba	$12,892
Louisburg	Franklin	$5,248
Love Valley	Iredell	$419
Lowell	Gaston	$25,299
Lucama	Wilson	$618
Lumber Bridge	Robeson	$206
Lumberton	Robeson	$47,472
Macclesfield	Edgecombe	$951
Macon	Warren	$193
Madison	Rockingham	$5,416
Maggie Valley	Haywood	$5,149
Magnolia	Duplin	$1,822
Maiden	Catawba, Lincoln	$9,366
Manteo	Dare	$6,830
Marietta	Robeson	$268

Local Government Unit	County	Total Annualized Penalty $
Marion	Mcdowell	$11,873
Mars Hill	Madison	$4,544
Marshall	Madison	$1,599
Marshville	Union	$11,431
Marvin	Union	$8,825
Matthews	Mecklenburg	$575,511
Maxton	Robeson, Scotland	$5,121
Mayodan	Rockingham	$6,117
Maysville	Jones	$630
Mcadenville	Gaston	$5,983
Mcdonald	Robeson	$231
Mcfarlan	Anson	$208
Mebane	Alamance, Orange	$81,359
Mesic	Pamlico	$75
Micro	Johnston	$1,210
Middleburg	Vance	$116
Middlesex	Nash	$3,231
Midland	Cabarrus	$14,408
Midway	Davidson	$40,497
Mills River	Henderson	$14,404
Milton	Caswell	$358
Mineral Springs	Union	$801
Minnesott Beach	Pamlico	$336
Mint Hill	Mecklenburg, Union	$377,369
Misenheimer	Stanly	$1,342
Mocksville	Davie	$8,254
Momeyer	Nash	$981
Monroe	Union	$249,039
Montreat	Buncombe	$5,460
Mooresville	Iredell	$140,989
Morehead City	Carteret	$29,205
Morganton	Burke	$51,079
Morrisville	Durham, Wake	$336,109
Morven	Anson	$752
Mount Airy	Surry	$29,873
Mount Gilead	Montgomery	$2,285
Mount Holly	Gaston	$100,754
Mount Olive	Duplin, Wayne	$8,907
Mount Pleasant	Cabarrus	$9,725

Local Government Unit	County	Total Annualized Penalty $
Murfreesboro	Hertford	$3,765
Murphy	Cherokee	$5,328
Nags Head	Dare	$33,739
Nashville	Nash	$19,945
Navassa	Brunswick	$6,962
New Bern	Craven	$65,643
New London	Stanly	$1,561
Newland	Avery	$2,995
Newport	Carteret	$7,082
Newton	Catawba	$32,845
Newton Grove	Sampson	$1,266
Norlina	Warren	$1,658
North Topsail Beach	Onslow	$60,076
North Wilkesboro	Wilkes	$10,949
Northwest	Brunswick	$3,826
Norwood	Stanly	$5,023
Oak City	Martin	$219
Oak Island	Brunswick	$41,737
Oak Ridge	Guilford	$16,784
Oakboro	Stanly	$4,804
Ocean Isle Beach	Brunswick	$4,394
Old Fort	Mcdowell	$1,799
Oriental	Pamlico	$1,340
Orrum	Robeson	$145
Ossipee	Alamance	$2,524
Oxford	Granville	$27,250
Pantego	Beaufort	$1,060
Parkton	Robeson	$1,246
Parmele	Martin	$244
Patterson Springs	Cleveland	$227
Peachland	Anson	$895
Peletier	Carteret	$240
Pembroke	Robeson	$7,582
Pikeville	Wayne	$1,514
Pilot Mountain	Surry	$4,031
Pine Knoll Shores	Carteret	$8,960
Pine Level	Johnston	$4,841
Pinebluff	Moore	$5,334
Pinehurst	Moore	$64,663

Local Government Unit	County	Total Annualized Penalty $
Pinetops	Edgecombe	$2,783
Pineville	Mecklenburg	$307,251
Pink Hill	Lenoir	$610
Pittsboro	Chatham	$13,132
Pleasant Garden	Guilford	$6,324
Plymouth	Washington	$5,445
Polkton	Anson	$4,830
Polkville	Cleveland	$102
Pollocksville	Jones	$159
Powellsville	Bertie	$591
Princeton	Johnston	$4,522
Princeville	Edgecombe	$2,942
Proctorville	Robeson	$298
Raeford	Hoke	$8,291
Raleigh	Durham, Wake	$5,053,232
Ramseur	Randolph	$11,381
Randleman	Randolph	$29,995
Ranlo	Gaston	$17,747
Raynham	Robeson	$151
Red Cross	Stanly	$1,739
Red Oak	Nash	$11,764
Red Springs	Hoke, Robeson	$7,691
Reidsville	Rockingham	$37,106
Rennert	Robeson	$686
Rhodhiss	Burke, Caldwell	$2,463
Rich Square	Northampton	$1,418
Richfield	Stanly	$1,255
Richlands	Onslow	$7,333
River Bend	Craven	$3,650
Roanoke Rapids	Halifax	$27,646
Robbins	Moore	$4,296
Robbinsville	Graham	$1,039
Robersonville	Martin	$1,902
Rockingham	Richmond	$45,204
Rockwell	Rowan	$4,645
Rocky Mount	Edgecombe, Nash	$172,275
Rolesville	Wake	$114,826
Ronda	Wilkes	$1,109
Roper	Washington	$741

Local Government Unit	County	Total Annualized Penalty $
Rose Hill	Duplin	$2,951
Roseboro	Sampson	$2,492
Rosman	Transylvania	$555
Rowland	Robeson	$2,199
Roxboro	Person	$14,471
Roxobel	Bertie	$578
Rural Hall	Forsyth	$24,979
Ruth	Rutherford	$351
Rutherford College	Burke	$3,534
Rutherfordton	Rutherford	$6,438
Salemburg	Sampson	$1,077
Salisbury	Rowan	$71,123
Saluda	Henderson, Polk	$1,711
Sandy Creek	Brunswick	$1,236
Sandyfield	Columbus	$1,153
Sanford	Lee	$59,333
Saratoga	Wilson	$403
Sawmills	Caldwell	$9,115
Scotland Neck	Halifax	$2,070
Seaboard	Northampton	$850
Seagrove	Randolph	$1,520
Sedalia	Guilford	$2,757
Selma	Johnston	$24,644
Seven Devils	Avery, Watauga	$3,210
Seven Springs	Wayne	$76
Severn	Northampton	$300
Shallotte	Brunswick	$20,995
Sharpsburg	Edgecombe, Nash, Wilson	$4,511
Shelby	Cleveland	$81,352
Siler City	Chatham	$19,699
Simpson	Pitt	$2,019
Sims	Wilson	$420
Smithfield	Johnston	$64,229
Snow Hill	Greene	$1,342
Southern Pines	Moore	$57,628
Southern Shores	Dare	$12,373
Southport	Brunswick	$20,136
Sparta	Alleghany	$4,535
Speed	Edgecombe	$147

Local Government Unit	County	Total Annualized Penalty $
Spencer	Rowan	$6,411
Spindale	Rutherford	$5,342
Spring Hope	Nash	$4,527
Spring Lake	Cumberland	$45,322
Spruce Pine	Mitchell	$4,264
St Helena	Pender	$1,456
St James	Brunswick	$33,934
St Pauls	Robeson	$5,086
Staley	Randolph	$2,520
Stallings	Mecklenburg, Union	$47,794
Stanfield	Stanly	$3,412
Stanley	Gaston	$24,163
Stantonsburg	Wilson	$805
Star	Montgomery	$1,590
Statesville	Iredell	$76,358
Stedman	Cumberland	$5,123
Stem	Granville	$3,229
Stoneville	Rockingham	$3,389
Stonewall	Pamlico	$83
Stovall	Granville	$1,124
Sugar Mountain	Avery	$1,619
Summerfield	Guilford	$8,012
Sunset Beach	Brunswick	$19,916
Surf City	Onslow, Pender	$30,754
Swansboro	Onslow	$21,743
Swepsonville	Alamance	$11,913
Sylva	Jackson	$7,572
Tabor City	Columbus	$10,279
Tar Heel	Bladen	$92
Tarboro	Edgecombe	$24,926
Taylorsville	Alexander	$8,000
Taylortown	Moore	$2,307
Teachey	Duplin	$1,011
Thomasville	Davidson, Randolph	$228,100
Tobaccoville	Forsyth, Stokes	$2,025
Topsail Beach	Pender	$1,670
Trent Woods	Craven	$5,161
Trenton	Jones	$142
Trinity	Randolph	$45,623

Local Government Unit	County	Total Annualized Penalty $
Troutman	Iredell	$13,130
Troy	Montgomery	$5,825
Tryon	Polk	$3,804
Turkey	Sampson	$461
Unionville	Union	$1,612
Valdese	Burke	$13,901
Vanceboro	Craven	$1,156
Vandemere	Pamlico	$130
Varnamtown	Brunswick	$2,416
Vass	Moore	$3,568
Waco	Cleveland	$227
Wade	Cumberland	$2,501
Wadesboro	Anson	$11,380
Wagram	Scotland	$599
Wake Forest	Franklin, Wake	$529,602
Walkertown	Forsyth	$20,287
Wallace	Duplin, Pender	$7,453
Wallburg	Davidson	$26,147
Walnut Cove	Stokes	$1,679
Walnut Creek	Wayne	$4,414
Walstonburg	Greene	$204
Warrenton	Warren	$1,513
Warsaw	Duplin	$5,891
Washington	Beaufort	$63,271
Washington Park	Beaufort	$2,501
Watha	Pender	$645
Waxhaw	Union	$113,461
Waynesville	Haywood	$28,683
Weaverville	Buncombe	$18,792
Webster	Jackson	$268
Weddington	Mecklenburg, Union	$13,802
Weldon	Halifax	$1,805
Wendell	Wake	$133,484
Wentworth	Rockingham	$6,761
Wesley Chapel	Union	$1,849
West Jefferson	Ashe	$6,847
Whispering Pines	Moore	$18,690
Whitakers	Edgecombe, Nash	$1,847
White Lake	Bladen	$1,854

Local Government Unit	County	Total Annualized Penalty $
Whiteville	Columbus	$12,703
Whitsett	Guilford	$1,670
Wilkesboro	Wilkes	$9,213
Williamston	Martin	$10,100
Wilmington	New Hanover	$869,761
Wilson	Wilson	$79,728
Wilson'S Mills	Johnston	$10,567
Windsor	Bertie	$10,436
Winfall	Perquimans	$3,629
Wingate	Union	$5,656
Winston-Salem	Forsyth	$2,822,485
Winterville	Pitt	$43,144
Winton	Hertford	$1,388
Woodfin	Buncombe	$18,277
Woodland	Northampton	$875
Wrightsville Beach	New Hanover	$34,398
Yadkinville	Yadkin	$4,489
Yanceyville	Caswell	$2,434
Youngsville	Franklin	$7,982
Zebulon	Johnston, Wake	$85,277

Notes

Illustrative estimate: Amounts shown are estimates, not projected final penalties.

SNAP data: Uses the FFY 2025 SNAP payment error rate (PER).

Sales tax data: Uses FY 2024-25 DOR Certified Sales Tax for Articles 39, 40 and 42.

Actual calculation will differ: The statutory calculation will use FY 2026-27 sales tax allocations and the applicable federal SNAP error-rate data.

Amounts will change: Changes in the statewide penalty, county error rates, or sales tax distributions will affect municipal estimates.

Subject to change: Federal or State action could modify the cost-share requirement.

Sources

H.R.1 — 119th Congress (2025-2026)

S257 Fiscal Note

SNAP Payment Error Rate (PER)

DOR Annual Tax Certification

BOARD OF COMMISSIONERS MEETING
STAFF MEMORANDUM
NOVEMBER 10, 2026

Agenda Item G-5
Flood Resiliency Planning and Associated Funding Opportunities

Background

The Town has been working with Melanie Lander (NC DEQ) and their consultant through the French Broad River Basin Flood Resiliency Blueprint process to identify and prioritize local flood mitigation projects for future funding consideration. Staff reviewed projects identified in the Town's 2019 Stormwater Master Plan and submitted the Town's highest-priority projects for inclusion in the basin-wide Action Strategy. Priorities include improvements within Project Areas 7, 3, 5, and 10, as well as the Fourmile Creek restoration concept and other flood resiliency initiatives previously discussed with the Blueprint team from the Town's Stormwater and Stream Restoration Plan adopted in January 2026.

The specified areas from the 2019 stormwater master plan include Greenwood Road stormwater improvements, drainage improvements along Vanderbilt Road between Busbee and Cedarcliff Roads, sediment removal from Brooklawn Pond, and stormwater improvements in the area of Amherst, Browntown, and White Oak Roads.

Inclusion in the Action Strategy positions these projects for future grant and funding opportunities but does not commit the Town to project implementation.

Next Steps

The Blueprint team will evaluate submitted projects and incorporate selected priorities into the French Broad River Basin Action Strategy. Staff will continue coordinating with state partners and pursuing opportunities to advance engineering, planning, and funding readiness for the Town's priority stormwater and flood resiliency projects.

Action Requested

No action required. This item is provided for informational purposes and Board awareness.