Administration Monthly Report
Heather Taylor, Assistant Town Manager

October 2024

Assistant Town Manager:

- **Hurricane Helene:**
    - FEMA
        - Applied for Public Assistance and an exploratory meeting has been scheduled for early November with our assigned FEMA person.
        - Created spreadsheets to track various costs (labor, equipment, etc.) for various projects in the park as part of the FEMA reimbursement process.
        - Listened to a few webinars to learn more about the FEMA Public Assistance program.

- **Website/Facebook:**
    - Continuing to work on updating the Town's website with current Town information especially in light of Hurricane Helene updates. Also trying to post to the Town's Facebook account a couple times a week.

Finance:

- **Taxes for 2024-** During October we have collected over 18.7% of the levy as of 10/30. This amount will increase as we continue through the fall and early winter months.

- **Business Registration Revenue-** Susan continues to work on collecting outstanding business registrations.

- **FY 23/24 Audit-** Auditors were here on October 15 to finish the audit after being rescheduled due to Hurricane Helene. Carol Avery, Manager with Lowdermilk Church & Co (auditors) will be here at a later Council meeting to report on the audit of FY 23/24.

- **FY 23/24 Financial Statements -** Heather wrapped up the financial statement process as well as completed the Annual Financial Report Form (AFIR) for the State Treasurer as well. The financial statements will be sent to the LGC shortly for their approval.

Human Resource:

- **Employment-**
    - Police Officer Vacancies- two interviews were held in October for our vacancies
    - Parks and Recreation Director- accepted Greg's retirement notice effective 12/15/24 and working with Mark on the next steps to fill this vacancy.

- **Wellness-**
    - Employee Gym- Over 42 hours were spent in the employee wellness gym as of 10/31.
    - Flu Shots and Blood Pressure Checks- the flu shot clinic and blood pressure screening was held on 10/23 and we had over 9 employees participate.

October 31st, 2024

To: Town Council

Re: Bill Moore Community Park – Hurricane Damage cost estimates

Fr: Greg Walker, Director of Fletcher Parks & Recreation

Below are current replacement costs secured for venues in the Park:

Dog Park – Fencing $6,250 source Asheville Fence

Multi-courts- Fencing $55,000 source Asheville Fence

5 baseball /softball fields -fencing $495,000 source Asheville Fence

(4 small fields at $90,000 each, 1 large field at $135,000)

Front Entrance fence- $14,0000 source Asheville Fence

Ballfield renovations- remove silt, remove lips, add clay & turface to all 5 fields

Each field will need 100 ton of infield clay added, then rolled and conditioned

$83,700.00 source EA Sports Fields, INC.

Safety Netting on each baseball/softball field $ 4,293.00 source Burnett Athletics

Pickleball courts- 4 resurfaced, patched and fence replaced -$48,000.00

source Whalen Tennis Company

Cane Creek greenway trail (upper section) stream bank restoration $150,000.00

source McGill Engineers

Large bridge on the greenway – estimate not availble, area still under debris

Concession stand – estimate not complete (electricity and plumbing issues)

Trash cans- 40 new ones are needed- cost is $27,11.42 source BSN Sports

Public Works Department
Monthly Report
October 2024

Brush Pick Up

At this time, Public Works has suspended brush collection in lieu of Henderson County has contracted storm debris removal from Hurricane Helene.

Vehicles

We are still performing maintenance on Town vehicles; however, a total is not available at this time.
Public Works lost two pieces of equipment from the flood. Our oldest garbage truck (2002 Condor) was under over 6' of water. Our 2014 chipper was completely covered in water. Both pieces of equipment were parked in the truck shed. All other pieces of equipment were removed before they were flooded.

Sanitation

Here is a comparison for consideration.
In the first two weeks of October 2023, Public Works collected 77 tons of garbage at a cost of $4,318.92.
In the first two weeks of October 2024, Public Works collected 158.86 tons of garbage at a cost of $10,008.18.
The increase is from Hurricane Helene is from household waste. No flood items were collected.

Bill Moore Community Park

Public Works is currently working at Bill Moore Community Park, in hopes of getting the Park open soon. We have removed all the storm debris, rebuilt trails and hauled gravel for a base for the trails.
We are currently removing the damaged fences at the ball fields and will then move to the multi-purpose courts.
Public Works is working on the removal of the massive log jam at the bridge. The upper trail is closed at this time, as we are focusing our attention on the main area of the Park.
Public Works will repair a small washout along the stream bank across from the concession stand.
Public Works will continue to work on the cleanup of the Park for several more months.

Monthly Update— October, 2024
Planning & Zoning

Planning Board/ZBA – The board did not meet in October. The next meeting will be Nov. 19. Staff will update the Board on recent post-Helene items and discuss some minor amendments to the LDC.

- Continued day to day issuance of permits, fielded inquiries about potential new developments, and responded to miscellaneous complaints (various complaints involving zoning, solid waste, and/or junked vehicles.

- Continued work on implementation of various minimum measures related to the Town's MS4 Stormwater Permit. Continued discussions and work with Mary Roderick from LOS and Chris Brown from McGill on various aspects of the program.

- Have been working with McGill Associates as they work on the "substantial damage assessment" process post Helene. Structures damaged beyond 50% are required to be rebuilt in compliance with current floodplain regulations in the LDC. We anticipate having the first official determinations later this week, but early indications suggest that fortunately, there will not be a lot of structures damaged beyond the 50% threshold. Most likely the ones that do meet that threshold will be some mobile homes. I am fielding many inquiries from various residents/businesses etc. about repairs. In most cases, where they are simply repairing what was there previously, I am not requiring any zoning review and referring them to Henderson County for building permits.

- Working on Continuing Ed credits for CFM (Certified Floodplain Manager) certification. I am having to do this via online virtual classes as the NCAFPM conference scheduled in October was canceled.

- Participated in meeting with County Planning staff regarding a potential buyout program they are trying to put together for submittal to FEMA/State. Basically they are working to identify areas post Helene (primarily in floodplains) where property owners would potentially have the option to be bought out instead of rebuilding. If such a program was created (as was done in eastern NC following storms there), there would be federal funding that would come to NC. The program would likely be run by the state, completely voluntary, with no local match required, and Henderson County would be the property owner unless the Town wanted to own such properties for any reason.