TOWN OF FLETCHER

PRESTON BLAKELY
MAYOR

MARK E. BIBERDORF
TOWN MANAGER

COUNCIL MEMBERS:
TREVOR LANCE
JIM PLAYER
KEITH REED
AMBER MCKINNEY

MEMORANDUM OF IMPROVEMENT GUARANTEE REDUCTION AND EXTENSION

To: Mayor and Town Council

From: Public Works Department and Planning and Zoning Department

Date: July 13, 2026

Subject: The Authors Phase II – Improvement Guarantee Reduction and Extension Request

The Planning and Zoning Department received a formal request from Will Buie, PE, of WGLA Engineering, PLLC, on behalf of Windsor Built Homes, developer of The Authors Phase II Subdivision, requesting a reduction and extension of the existing Improvement Guarantee associated with the project.

The Fletcher Town Council originally approved an Improvement Guarantee in the form of a Surety Performance Bond on May 13, 2024, in the amount of $178,425.00. The bond became effective on July 26, 2024, and is currently scheduled to expire on July 26, 2026.

Town staff, including the Public Works Director and Planning and Zoning Director, conducted a field inspection of the subdivision improvements and reviewed the documentation submitted in support of the request. Based upon that review, staff confirmed that a substantial portion of the bonded infrastructure improvements have been completed and that the remaining bond amount appears sufficient to secure completion of the outstanding work.

Bond Reduction and Extension Summary:

Project Name: The Authors Phase II

Current Bond Amount: $178,425.00

Proposed Bond Amount: $97,131.25

Bond Reduction Amount: $81,293.75

Current Expiration Date: July 26, 2026

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Proposed Expiration Date: July 26, 2028

Inspection Date: June 18, 2026

Remaining Bonded Improvements:

The proposed reduced bond amount will secure completion of the following remaining improvements:

1. Final asphalt surface course installation on subdivision streets;
2. Completion of required sidewalk improvements;
3. Installation of required street trees;
4. Construction of ADA compliant curb ramps, including detectable warning surfaces;
5. Required construction materials testing; and
6. Associated engineering and surveying services as identified in the cost estimate prepared by WGLA Associates.

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