

Town of Montreat
Board of Commissioners Meeting – Public Forum
March 12, 2026 – 5:30 p.m.
Town Hall

I. Call to Order

- Welcome
- Moment of Silence

II. Agenda Adoption

III. Public Comments

IV. Adjournment

**Town of Montreat
Board of Commissioners
Town Council Meeting
March 12, 2026 – 6:00 p.m.
Town Hall**

I. Call to Order

- Pledge of Allegiance
- Moment of Silence

II. Agenda Adoption

III. Mayor’s Communications

IV. Consent Agenda

A. Meeting Minutes Adoption

- February 12th Public Forum Meeting Minutes
- February 12th Town Council Meeting Minutes
- February 20th Special Meeting Minutes

All items on the Consent Agenda are considered routine, to be enacted by one motion with the adoption of the agenda and without discussion. If a member of the governing body requests discussion of an item, it will be removed from the Consent Agenda and considered separately.

V. Town Manager’s Communications

- Consent Agenda Review
- Other Items

VI. Administrative Reports

- Administration
- Planning and Zoning
- Public Works and Water
- Sanitation
- Streets
- Finance
- Police
- Permitting/Inspection Data from Buncombe County

VII. Public Comment

Public comments will be heard during this period for any and all items.

VIII. Old Business

IX. New Business

A. Proclamation 26-03-0001 Designating Saturday, April 11, 2026, as Arbor Day

- **Presenter: Savannah Parrish**
- **See Agenda Materials on page 33**
- **Suggested Motion: Move to approve, amend, deny Proclamation 26-3-0001**

B. Budget Amendment #9

- **Presenter: Savannah Parrish**
- **See Agenda Materials on page 34**
- **Suggested Motion: Move to approve Budget Amendment #9**

C. Paving Discussion

- **Presenter: Savannah Parrish and/or Barry Creasman**
- **See Agenda Materials**

D. Budget Amendment #10

- **Presenter: Savannah Parrish**
- **See Agenda Materials on pages 35-36**
- **Suggested Motion: Move to approve Budget Amendment #10**

E. Budget Amendment #11

- **Presenter: Savannah Parrish**
- **See Agenda Material on page 37**
- **Suggested Motion: Move to approve Budget Amendment #11**

F. Presbyterian Heritage Center Sign Location Request: Montreat History Trail

- **Presenter: Savannah Parrish and/or Commissioner Tom Widmer**
- **See Agenda Materials on pages 38-40**
- **Suggested Motion: Move to approve PHC Sign Location Request for the Montreat History Trail**

G. Consideration of Proposed Amendments to Chapter G, Article II, Solid Waste Disposal and Refuse Collection (Sanitation), of the Montreat General Ordinance

- **Presenter: Savannah Parrish**
- **See Agenda Materials on pages 41-46**

- **Suggested Motion: Move to approve/amend/deny Proposed Amendments to Chapter G, Article II, Solid Waste Disposal and Refuse Collection (Sanitation), of the Montreat General Ordinance**

H. Budget Amendment #12

- **Presenter: Savannah Parrish**
- **See Agenda Materials on page 47**
- **Suggested Motion: Move to approve Budget Amendment #12**

X. Public Comment

Public comments will be heard during this period for any and all items.

XI. Commissioner Communications

XII. Dates to Remember

- **Budget Workshop, Friday, March 13, 2026, at 9:00 am in Town Hall with Zoom options**
- **Board of Adjustment, Thursday, March 26, 2026, at 5:00 pm in Town Hall with Zoom options (if needed)**
- **Landcare, Wednesday, April 1, 2026, at 9:00 am in Town Hall with Zoom options**
- **Town Offices Closed, Friday, April 3, 2026, in observance of Good Friday**
- **Stone Bridge Advisory Committee, Monday, April 6, 2026, at 10:00 am in Town Hall with Zoom options**
- **Town Council Meeting, Thursday, April 9, 2026, at 6:00 pm in Town Hall with Zoom options. The Public Forum will begin at 5:30 pm.**
- **Landcare Festival, Saturday, April 11, 2026, 10:00 am – 2:00 pm in Moore Center Field**
- **Tree Board, Tuesday, April 14, 2026, 9:00 am – 11:00 am in Town Hall with Zoom options**
- **Planning & Zoning Commission, Thursday, April 16, 2026, 10:30 am – 12:00 pm in Town Hall with Zoom options**
- **Board of Adjustment, Thursday, April 23, 2026, 5:00 pm in Town Hall with Zoom options (if needed)**

XIII. Adjournment

Board of Commissioners - Public Forum

February 12, 2026, 5:30 p.m.
Meeting Minutes

Board of Commissioners in Attendance:

Mayor Tim Helms
Mayor Pro Tem Kitty Fouche
Commissioner Jane Alexander
Commissioner Mason Blake
Commissioner Tom Widmer

Board of Commissioners Absent:

Commissioner Grant Dasher

Town Staff in Attendance:

Savannah Parrish, Town Manager
Angie Murphy, Town Clerk
Brandon Freeman, Town Attorney
Jeff Eaton, Chief of Police

Members of the Public in Attendance:

Approximately 8 people

Call To Order

Mayor Tim Helms opened the February public forum at 5:30 PM. He led a moment of silence before proceeding with the meeting.

Agenda Adoption

Mayor Helms presented the agenda for approval.

Motion to adopt the agenda as presented made by Mayor Pro Tem Kitty Fouche, seconded by Commissioner Jane Alexander. Motion carried unanimously.

Public Comments

Dr. Mary Standaert (118 Shenandoah Terrace) began by expressing her need for clarification from the council regarding public comment time limits during the Montreat Town Council meetings. She noted that, as a postcard collector, she had retained a campaign postcard distributed by the Committee to elect Jane Alexander and Kitty Fouche, prior to the 2024

Montreat municipal elections. This postcard claimed they had "lifted the 3-minute limit on town council meeting public comments." However, Dr. Standaert pointed out that according to the most recent Montreat Board of Commissioners Rules of Procedures, as shared with her by Town Clerk Angie Murphy, the time limit for public comment is still stated as 3 minutes in Rule 6, Section B.

Mayor Tim Helms responded, acknowledging that while the 3-minute rule remains technically in the procedures, they no longer enforce it strictly with a timer. The council had discussed doing away with strict enforcement, choosing instead to leave it to the mayor's discretion to handle situations where speakers exceed 3 minutes. He described this approach as a kinder and more friendly way of managing public comments, as opposed to cutting people off abruptly once the 3-minute mark was reached. Mayor Helms shared that in his experience, urging speakers politely to wrap up when nearing or exceeding the time limit was usually sufficient. He noted light-heartedly that if they had strictly enforced the rule, he would have had to cut Dr. Standaert off on many occasions when she went over her allocated time.

Dr. Standaert suggested the Council consider revising the written rules to more accurately reflect their practice. She proposed adding language allowing the time limit to generally be up to 3 minutes, with the mayor having discretion on an individual basis. Stating her belief in the importance of rules having practical application and meaningfulness, Dr. Standaert emphasized that transparency and consistency in procedures would aid public understanding and engagement.

Mayor Pro Tem Kitty Fouche addressed the decision not to respond to Dr. Standaert's email, which had been sent to both her and Commissioner Jane Alexander seeking clarification on the campaign postcard claim that the 3-minute limit on public comments had been lifted. Mayor Pro Tem Fouche clarified that she perceived the inquiry as a rhetorical question and chose not to respond.

The discussion concluded with Dr. Standaert voicing satisfaction in having the conversation, even though she noted that clarity had not yet been achieved regarding the campaign's assertions. She reiterated her appreciation for procedural precision and her comfort with the council, possibly amending the guidelines to reflect their current friendly practice.

Following this exchange, Town Manager Savannah Parrish provided an update on FEMA reimbursements. She reported that since the last meeting, an additional payment of approximately \$98,000 had been received. Ms. Parrish elaborated that the projects over \$1,000,000, such as road paving, stream bank stabilization, and landslides, required completion before the town received any reimbursements. Despite this, she expressed optimism about beginning to cash flow some of these large-scale projects in the upcoming budget year. This method would enable the town to start receiving reimbursements for these major undertakings even before their completion.

Ms. Parrish credited the ongoing collaboration with FEMA and the town's consultants, WithersRavenel, with progress thus far. She mentioned that WithersRavenel played a significant role not only in engineering disaster recovery projects but also in applying for state revolving fund grants aimed at improving water infrastructure resilience.

Commissioner Mason Blake requested an updated spreadsheet detailing the status of each FEMA project to help respond to any incoming questions. Town Manager Parrish confirmed she would provide the requested information, highlighting the ongoing collaboration in these efforts. She also mentioned that the Hazard Mitigation Team from FEMA had offered approximately \$45,000 for hazard mitigation to replace a specific door in Town Hall with a floodproof version, emphasizing the continued progress in enhancing the town's resiliency against future adverse weather events.

The comments concluded with George Sawyer from Chapman Road expressing his appreciation for the surveying work initiated on the Chapman Road bridge, as well as developments on the Flat Creek Crossing trail project, reflecting a positive momentum in town improvements. Mayor Helms acknowledged these progressions and invited further public comment, closing the comment section with acknowledgment of the ongoing efforts in the community.

Adjournment

Motion to adjourn until 6:00 PM for the regular meeting made by Commissioner Tom Widmer, seconded by Commissioner Mason Blake. Motion carried unanimously.

The forum was adjourned at approximately 5:42 P.M.

Tim Helms, Mayor

Angie Murphy, Town Clerk

Board of Commissioners – Town Council Meeting February 12, 2026 Meeting Minutes

Board of Commissioners in Attendance:

Mayor Tim Helms
Mayor Pro Tem Kitty Fouche
Commissioner Jane Alexander
Commissioner Mason Blake
Commissioner Tom Widmer

Board of Commissioners Absent:

Commissioner Grant Dasher

Town Staff in Attendance:

Savannah Parrish, Town Manager
Brandon Freeman, Town Attorney
Angie Murphy, Town Clerk
Rachel Eddings, Finance Officer
Jeff Eaton, Chief of Police

Members of the Public in Attendance:

Approximately 15 people

Call to Order

The Mayor reconvened for the regular Town Council meeting at 6:00 PM and led the Pledge of Allegiance and a moment of silence, remembering Clary Phipps and Al Richardson (former interim town manager) who recently passed away.

Agenda Adoption

Motion to adopt the agenda as presented made by Commissioner Jane Alexander, seconded by Commissioner Tom Widmer. Motion carried unanimously.

Mayor's Communications

Mayor Helms thanked Public Works Director Barry Creasman, and the other members of the Public Works Department: Jared McIntosh, Michael Harrison, Drew Brown, and Daniel Wiggs for their work during the recent back-to-back ice storm and snow events. Mayor Helms noted they organized day and night shifts to provide 24-hour coverage for the town. He reported they

used 260,000 pounds of washed screenings (sand) and 10,000 pounds of ice melt during the weather events.

Consent Agenda

Town Manager Savannah Parrish presented the consent agenda, which included minutes from the January 8th public forum, January 8th town council meeting, and January 16th special meeting.

Commissioner Widmer noted that ad valorem taxes were down compared to the early part of the year, though he acknowledged this was likely a timing issue. He also questioned why administrative expenses were about \$30,000 over budget. Town Manager Parrish said she would investigate this matter and report back.

Public Comment

Dr. Mary Standaert reminded everyone that today was the first day of early voting and encouraged residents to register and vote in the statewide and county elections. She also noted that Montreat will hold municipal elections in November 2026 for three commissioner seats (currently held by Commissioners Widmer, Blake, and Dasher). She encouraged residents to consider running for office, noting that candidate filing typically occurs in mid-summer around July 4th.

New Business

Annual Storm Water Control Measure (SCM) Inspections Update

Town Manager Parrish explained that the town holds an MS4 permit (Municipal Separate Storm Sewer System) which has annual requirements. Land of Sky Regional Council manages this permit for the town. She reported that the town has been making good progress with its stormwater permitting program and will soon begin inspections of 52 private stormwater control systems. She indicated that affected property owners would be notified by letter and through the Montreat Minute.

Consideration of a Proposed Text Amendment to Article II and Article VIII of the Montreat Zoning Ordinance & Public Hearing

Town Manager Parrish explained that the proposed amendment would update the town's sign ordinance to align with state and federal law, clarify definitions, and bring sign usage rules into compliance. She noted the amendment was crafted by a sign ordinance subcommittee and unanimously recommended by the Planning and Zoning Commission.

Motion to open the public hearing made by Commissioner Tom Widmer, seconded by Mayor Pro Tem Kitty Fouche. Motion carried unanimously.

During the public hearing, Ms. Parrish provided more details, noting that the subcommittee included three members from Planning and Zoning who consulted with representatives from Montreat College, the MRA, town staff, and the town attorney.

Commissioner Blake raised several technical concerns about the ordinance, including questions about honorarium signs, enforcement provisions, effective dates, and circular references. After considerable discussion between Commissioner Blake, Town Attorney Brandon Freeman, and sign subcommittee members Clay Hamilton and Gayle Sawyer, it was determined that several technical issues needed to be addressed.

Mayor Pro Tem Fouche asked when signs protesting the hotel/lodge would be considered obsolete. Town Attorney Freeman explained that under content-neutral sign regulations, such signs would never be obsolete as long as they comply with other provisions and are not in disrepair.

Motion to continue the public hearing to March 12, 2026, made by Mayor Pro Tem Kitty Fouche, seconded by Commissioner Jane Alexander. Motion carried unanimously.

It was agreed that Commissioners Widmer and Blake would meet with the Town Attorney, subcommittee members, and the Town Manager to address the technical issues before the March meeting.

Resolution 26-02-001 Designating Barry as Deputy Finance Officer

Town Manager Parrish explained this was a formality to ensure the town has a backup person authorized to pre-audit expenditures and sign checks when the Finance Officer is absent. She noted that Barry Creasman was chosen to help maintain separation of duties, though he would not be taking on day-to-day finance responsibilities.

Motion to approve Resolution 26-02-001 made by Commissioner Mason Blake, seconded by Mayor Pro Tem Kitty Fouche. Motion carried unanimously.

SRF for Helene Water Resiliency Project Resolution

Town Manager Parrish presented a resolution to pursue State Revolving Funds for water resiliency. She explained this was just the first step, and the Board would need to approve acceptance of any funds that might be awarded.

Motion to approve the resolution as presented was made by Commissioner Tom Widmer, seconded by Commissioner Jane Alexander. Motion carried unanimously.

When asked about the likelihood of receiving funding, Ms. Parrish expressed cautious optimism, noting that WithersRavenel (who would be helping prepare the application) believed the town would likely score in the 70s on the application, while most communities scoring in the mid-50s were receiving funds.

Budget Amendment

Town Manager Parrish requested approval to allocate the recent FEMA disbursement of \$99,832.99, with \$5,000 going to the water department to cover the cost of a sealed engineer's budget and administrative costs for the SRF application. The remaining funds would go to Fund 29.

Motion to approve Budget Amendment Number 8 made by Commissioner Mason Blake, seconded by Mayor Pro Tem Kitty Fouche. Motion carried unanimously.

Following this, Mayor Helms read a humorous proclamation regarding the recent winter weather, which had created disruptions for residents, businesses, and town services.

Public Comment

There was no public comment at this time.

Commissioner Communications

There were no commissioner communications at this time.

Dates to Remember

Mayor Helms announced upcoming meetings and events:

- Board of Adjustment: Thursday, February 26, 5 PM
- Stonebridge Advisory Committee: Monday, March 2, 10 AM
- Land Care: Wednesday, March 4, 9 AM
- Tree Board: Tuesday, March 10, 9 AM
- Town Council Meeting: Thursday, March 12, 6 PM (Public Forum at 5:30 PM)
- Board of Adjustment: Thursday, March 26, 5 PM
- Land Care: Wednesday, April 1, 9 AM
- Good Friday (Town offices closed): Friday, April 3
- Town Council Meeting: Thursday, April 9, 6 PM (Public Forum at 5:30 PM)
- Land Care Festival: Saturday, April 11, 10 AM to 2 PM at Morse Center

All meetings except the Land Care Festival would be available via Zoom.

Adjournment

Motion to adjourn made by Mayor Pro Kitty Tem Fouche, seconded by Commissioner Jane Alexander. Motion carried unanimously.

The meeting was adjourned at 6:45 pm.

Tim Helms, Mayor

Town Clerk, Angie Murphy

Board of Commissioners -Town Council

February 20, 2026, at 2:00 PM
Special Meeting Minutes

Board of Commissioners in Attendance:

Commissioner Tom Widmer
Commissioner Jane Alexander
Mayor Tim Helms
Commissioner Mason Blake
Commissioner Grant Dasher
Mayor Pro Tem Kitty Fouche

Board of Commissioners Absent:

None

Town Staff in Attendance:

Savannah Parrish, Town Manager
Angie Murphy, Town Clerk

Members of the Public in Attendance:

4

Call to Order

Mayor Tim Helms opened the meeting at 2:00 PM and held a moment of silence.

Review of Proposed Amendments to Chapter G, Article II, Solid Waste Disposal and Refuse Collection (Sanitation), of the Montreat General Ordinance

Town Manager Savannah Parrish reviewed the purpose of the meeting and suggested the Commission review each section for potential changes.

- “and right of way” was added to the end of subsection E under Section 1 Requirements
- There was a discussion of adding “a sticker indicating approval” in subsection F under Section 1 Requirements but a decision was not made at that time.
- “www.townofmontreat.org” was added to the end of Section 3 Accumulation of Solid Waste and Refuse Prohibited
- “the schedule may change during seasonal periods” was added to Section 4 Solid Waste Collection with the finished sentence reading “The Town provides weekly pick-ups year-round, and the schedule may change during seasonal periods.” Commissioner Tom Widmer

advised that the town would need to provide significant educational opportunities on the revised Sanitation Ordinance for residents, visitors, and guests.

- “completion of final inspection” was added to Section 8 New Construction and Remodeling with the final sentence reading “The holder of any building permit issued by the Town shall be responsible for maintaining the corresponding construction site free of rubbish, hazards, and unsightly conditions from the beginning of construction until completion of final inspection.”
- Commissioner Grant Dasher suggested posting “significant” fines and fees on the convenience center signage for non-Montreat users of the Convenience Center. Town Manager Parrish advised that unpaid sanitation citations could now be sent to debt collection.

After the review Ms. Parrish advised that the proposed amendment will be placed on the March Town Council Meeting Agenda for consideration. Commissioner Mason Blake stated that the workshop was very productive and suggested holding a workshop for every proposed ordinance change prior to adding it to a meeting agenda. Commissioner Tom Widmer suggested a six-month time period to allow residents, visitors, and guests adequate time to have a BRC ready for use. Mayor Helms requested a Board of Commissioners Rules of Procedure update in either March or April. Ms. Parrish suggested the addition of a town-wide litter pickup event as a means of education on the ordinance. Commissioner Tom Widmer suggested seeking vendor discounts as one way of ensuring affordability of the Bear-Resistant Containers (BRC).

Public Comment

Laurie Morgan of 130 Kanawha Drive questioned whether a new BRC would be required. Ms. Parrish advised that current, in use, solid waste containers must be modified to be bear-resistant or a container manufactured as bear-resistant must be acquired.

Arrington Cox of 221 North Carolina Terrace questioned whether six months was too long of a time period to allow for compliance. Commissioner Widmer advised that there needed to be plenty of lead time in case the purchase or modification of a BRC caused financial strain.

AnnKelso Hewitt of 525 Suwannee Drive asked if residents could still feed birds. Ms. Parrish advised that Town Council did not pass the proposed wildlife feeding ban.

Adjournment

Motion to adjourn was made by Commissioner Jane Alexander, seconded by Commissioner Grant Dasher, and passed unanimously.

The meeting was adjourned at 3:03 p.m.

Mayor Tim Helms

Town Clerk Angie Murphy



TOWN OF MONTREAT

P. O. Box 423, Montreat, NC 28757
Tel: (828) 669-8002 | Fax: (828) 669-3810
www.townofmontreat.org

**ADMINISTRATIVE REPORTS:
ADMINISTRATION**

Town Administration report for the month of February 2026

Monthly Statistics	2025	2026
Public Meetings	6	6
Public Records Requests Processed	4	1
Water Bills Processed & Mailed	647	629
Water Bills Processed & Emailed	53	87
Leak Adjustments	5	1
Sunshine List Messages	15	12
Website Posts	15	12
Social Media Posts	15	12

Upcoming Events and Schedule Changes

0

Comments

N/A

Staff Communications

0



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ADMINISTRATIVE REPORTS: STREETS

Streets Department report for the month of February 2026

Monthly Statistics	2025	2026
Public Trees Removed	2	0
Sand Applied to Roads (tons)	0	20
Ice Melt Applied to Roads (pounds)	0	2,000
Road Closures	2	0

Comments

We had two winter events.

Staff Communitactions:

0



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ADMINISTRATIVE REPORTS: WATER AND PUBLIC WORKS

Water and Public Works report for the month of February 2026

Monthly Statistics	2025	2026
Calls for Service	40	24
Water Leaks Repaired	8	2
New Water Lines Installed	0	0
Water Meter Replacements	3	0
Gallons of Water Produced	2,511,246	3,133,459
Hours Pumped (11 wells combined)	1,669	1,935
Water Samples Taken	1	20

Comments

0



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**ADMINISTRATIVE REPORTS:
 SANITATION**

Sanitation Department report for the month of February 2026

Monthly Statistics	2025	2026
Tons of Curbside Trash Collected	9.07	8.24
Tons of Curbside Recycling Collected	1.11	2.19
Unique Curbside Sanitation Stops	1690	1660
Special Pickup Stops	2	7
Bagged Leaf Pickup	92	55
Brush Pickup (cubic yards)	4 Loads	4 Loads
Hauling Fees	3956.75	4860.45
Tipping Fees	1131.2	1086.5
Dumpster Rental Fees	82	450.52
Tons Convenience Center Usage-Trash	7.27	7.42
Tons Convenience Center Usage-Recycle	2.39	1.66

Comments:

0



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**ADMINISTRATIVE REPORTS:
ZONING ADMINISTRATION**

Zoning Administration report for the month of February 2026

Monthly Statistics	2025	2026
Approved Zoning Permits	0	3
Denied Zoning Permits	0	0
Pending Zoning Permits	5	9
Variance/Interpretation Granted	0	2
Special Use Permits Granted	0	0
Permit Extensions Granted	0	0
Notice of Violations	0	0

Comments

0



FINANCIAL REPORT

February 2026 - MONTH 8 OF FISCAL YEAR 2025-2026

REVENUES

Fund	Fund #	Original		YTD Projected		YTD	YTD Actual	Difference
		Budget	Current Budget	Budget Amount	Percentage			
GENERAL FUND	10	2,077,915.00	2,251,971.94	1,501,314.63	66.67%	1,879,664.82	83.47%	378,350.19
WATER FUND	30	424,900.00	506,511.13	337,674.09	66.67%	364,945.32	72.05%	27,271.23
TOTAL REVENUES GENERAL & WATER FUNDS		2,502,815.00	2,758,483.07	1,838,988.71	66.67%	2,244,610.14	81.37%	405,621.43

EXPENSES

Dept Name	Fund #	Original		YTD Projected		YTD Exp	YTD Actual	Difference
		Budget	Current Budget	Budget Amount	Percentage			
GOVERNING BODY	10	53,222.00	53,222.00	35,481.33	66.67%	42,388.57	79.64%	(6,907.24)
ADMINISTRATION	10	560,714.00	560,714.00	373,809.33	66.67%	399,373.86	71.23%	(25,564.53)
PUBLIC BUILDINGS	10	128,097.00	128,097.00	85,398.00	66.67%	38,119.44	29.76%	47,278.56
POLICE	10	539,521.00	539,521.00	359,680.67	66.67%	316,739.30	58.71%	42,941.37
BUILDING AND ZONING	10	99,900.00	99,900.00	66,600.00	66.67%	48,580.61	48.63%	18,019.39
PUBLIC WORKS	10	152,142.00	152,142.00	101,428.00	66.67%	93,051.89	61.16%	8,376.11
STREET	10	313,369.00	487,425.94	324,950.63	66.67%	357,840.12	73.41%	(32,889.49)
SANITATION	10	208,900.00	208,900.00	139,266.67	66.67%	148,457.97	71.07%	(9,191.30)
ENVIRON,CONS,REC	10	22,050.00	22,050.00	14,700.00	66.67%	9,693.56	43.96%	5,006.44
TOTAL EXPENSES GENERAL FUND		2,077,915.00	2,251,971.94	1,501,314.63	66.67%	1,454,245.32	64.58%	47,069.31

Dept Name	Fund #	Original		YTD Projected		YTD Exp	YTD Actual	Difference
		Budget	Budget	Budget Amount	Percentage			
WATER	30	424,900.00	506,511.13	337,674.09	66.67%	293,716.14	57.99%	43,957.95
TOTAL EXPENSES WATER FUND		424,900.00	506,511.13	337,674.09	66.67%	293,716.14	57.99%	43,957.95

TOTAL EXPENSES GENERAL & WATER FUNDS		\$2,758,483.07	\$1,838,988.71	66.67%	\$1,747,961.46	63.37%	\$91,027.25
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GENERAL FUND INCOME/LOSS - YTD	\$425,419.50
WATER FUND INCOME/LOSS - YTD	\$71,229.18
NET INCOME - YTD 2026	\$496,648.68

SPECIAL PROJECTS							
Project	Fund #	Budget	This Month Actual	Amount Spent To Date	Balance Remaining		% Spent
LANDCARE	26	121,487.08		7,055.56	114,431.52		5.81%
Hurricane Helene - Prof. Services	29	377,706.02	0.00	105,316.45	272,389.57		
Helene Materials	29	106,406.32	2,217.02	51,436.56	54,969.76		
Helene Consultants	29	65,000.00	2,247.97	65,000.00	0.00		
Helene - Professional SVCS - WithersRavenel Eng. Contract	29	111,000.00	(80,225.00)	21,424.00	89,576.00		
Helene - Professional SVCS - WithersRavenel CULVERTS	29	79,654.00	80,225.00	80,225.00	(571.00)		
TOTAL SPECIAL PROJECTS		\$ 605,599.42	\$ 2,217.02	\$ 250,232.57	\$ 530,795.85		41.32%

Contracted - not available



Tax Receipts

Nov-24	Nov-25	% +/-	Date of Deposit	Dec-24	Dec-25	% +/-	Jan-25	Jan-26	% +/-	Feb-25	Feb-26	% +/-
67,804.72	73,074.90	7.21%	AdVal/RMV	298,581.86	269,837.81	-10.65%	415,257.27	392,316.43	-5.85%	247,023.30	230,699.11	-7.08%
50,244.97	49,794.92	-0.90%	Sales	44,719.23	50,127.04	10.79%	44,323.60	51,130.28	13.31%	51,905.25	51,237.24	-1.30%
209.30	207.50	-0.87%	Solid Waste (Quarterly)							199.24	222.33	10.39%
			Utility Fran (Quarterly)	31,727.74	28,467.94	-11.45%						
			Wine/Beer (Annual-May)		QE 9/30/25							
			AdVal Tax is received the month after the tax is collected									
			RMV Tax is received two months after the tax is collected									
			Sales Tax is received three months after the tax is collected									

MONTREAT POLICE DEPARTMENT

MONTHLY STATISTICS - JANUARY 2026



# OF CALLS	CALL NATURE
10	ADMIN / MAINTENANCE
3	ALARM
1	ASSIST EOC
1	ASSIST MOTORIST
6	ASSIST OTHER AGENCY
1	COMMUNITY OUTREACH
6	CONTACT PUBLIC
0	DEBRIS BLOCKING ROADWAY
0	DIRECT TRAFFIC
0	DOMESTIC ANIMAL PROBLEM
0	DOMESTIC DISTURBANCE
0	FOLLOW UP INVESTIGATION
1	FOOT PATROL
0	IMPROPER PARKING
6	INVESTIGATE
3	LOUD NOISE
0	MOTOR VEHICLE CRASH
61	PROPERTY CHECK
0	SUSPICIOUS PERSON
0	SUSPICIOUS VEHICLE
3	TRAFFIC ENFORCEMENT
16	TRAFFIC STOP
1	WELFARE CHECK
0	WILDLIFE

119

TOTAL # OF CALLS

Building Permits Issued and Inspections Performed by Buncombe County

- The following information includes all Montreat Permits issued by Buncombe County for the Town of Montreat.
- The information includes all inspections performed on permits issued by Buncombe County.

**Building Inspections
Between 1/19/2026 and 2/1/2026
for Montreat City**

Case#	Inspection	Inspector	Result	Inspection Dt	Result Comment
BLD2025-03117	Plumbing Under	David Elkins	Pass	1/22/2026	CORRECTIONS MADE FOR MENS BATH AND TRAINING AREAS. THE PREVIOUS INSPECTION WAS 1/6/26.
CBO2026-00090	Mechanical Final	Grover Clark	Pass	1/22/2026	
CBO2026-00090	Electrical Final	Grover Clark	Pass	1/22/2026	EXISTING POWER
BLD2025-03117	Electrical Underground Electric	Grover Clark	Pass	1/22/2026	2" RIGID CONDUIT TURNED OUT OF TANK FOR GRINDER PUMP
BLD2025-03117	Plumbing Under	Keynan Phillips	Pass	1/21/2026	DWV tested at 5 psi for laundry section
BLD2025-02741	Building Foundation	Grover Clark	Pass	1/21/2026	THEROSEAL, ANCHOR BOLTS AND WILL HAVE FRENCH DRAIN INSTALLED
BLD2025-03133	Plumbing Re-Inspection	Adam Scarborough	Fail	1/20/2026	Pressure test not holding air
BLD2025-03133	Building Frame	Adam Scarborough	Fail	1/20/2026	Need to pass plumbing
BLD2025-03133	Building Insulation	Adam Scarborough	Fail	1/20/2026	Need to pass framing
ELE2026-00060	Electrical Final	Adam Scarborough	Pass	1/20/2026	
BLD2025-03075	Building Insulation	Adam Scarborough	Pass	1/20/2026	R-15 in walls, R-38 in ceiling

Building Permit CO's and COC's Issued
Between 1/19/2026 and 2/1/2026
for Montreat City

Case#	Case Type	Application Name	PIN	Issued Date
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No CO/COC's issued during timeframe

Print Date: 2/2/2026

Page 1 of 1

**Building Permits Issued
Between 2/2/2026 and 2/15/2026
for Montreat City**

Case#	Case Type	Application Name	PIN	Issued Date
BLD2026-00250	Residential Swimming Pool	ZORN-SWIMMING POOL	071054358300000	2/13/2026
CBO2026-00306	Residential Combo Permit	Beth Salyers	071044414600000	2/12/2026
ELE2026-00149	Electrical Permit	Hatcher	071064019500000	2/5/2026
BLD2026-00188	Residential Renovation or Remodel	BARKER-WOOD HEATER INSERT	072101417800000	2/3/2026

Print Date: 2/16/2026

Page 1 of 1

**Building Inspections
Between 2/2/2026 and 2/15/2026
for Montreat City**

Case#	Inspection	Inspector	Result	Inspection Dt	Result Comment
BLD2025-02741	Building Frame	Grover Clark	Fail	2/13/2026	MECH. NEEDS TO PASS THEN CAN-DO FRAMING INSPECTION
BLD2025-02741	Electrical Rough	Grover Clark	Pass	2/13/2026	
BLD2025-02741	Mechanical Rough	Grover Clark	Fail	2/13/2026	NOT READY.
BLD2025-02865	Building Final	Grover Clark	Pass	2/13/2026	EXISTING POWER
BLD2025-02865	Electrical Final	Grover Clark	Pass	2/13/2026	EXISTING POWER
BLD2025-02865	Mechanical Final	Grover Clark	Pass	2/13/2026	
BLD2025-02865	Plumbing Final	Grover Clark	Pass	2/13/2026	
BLD2025-03133	Building Insulation	Grover Clark	Pass	2/12/2026	ADDED R15 IN EXTERIOR WALLS AND REPLACED R38 IN CEILINGS IN BATHROOMS
BLD2025-03133	Building Frame	Grover Clark	Pass	2/12/2026	2 non-load bearing walls in bathrooms.
BLD2025-03133	Plumbing Rough	Grover Clark	Pass	2/12/2026	test on water lines good 100 psi
BLD2025-03644	Plumbing Sewer Line	David Elkins	Pass	2/9/2026	4" WASTE LINE WITH TRACER AND CLEANOUT IN PLACE.
BLD2025-02741	Plumbing Rough	Grover Clark	Pass	2/6/2026	TEST ON WATER AND DRAIN LINES GOOD 100/5
ELE2026-00149	Electrical Final	Grover Clark	Pass	2/6/2026	EXISTING POWER
PLM2026-00036	Plumbing Final	Grover Clark	Pass	2/4/2026	

Building Permit CO's and COC's Issued
Between 2/2/2026 and 2/15/2026
for Montreat City

Case#	Case Type	Application Name	PIN	Issued Date
BLD2025-02865	Residential Renovation or Remodel	Tomberlin-Residential Renovation	07108672410000	2/13/2026

Print Date: 2/16/2026

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**Building Permits Issued
Between 2/16/2026 and 3/1/2026
for Montreat City**

Case#	Case Type	Application Name	PIN	Issued Date
CBO2026-00439	Residential Combo Permit	WILLIAM BLACK LODGE-install ducted mitsubishi & ductless mitsubishi	071096792800000	2/27/2026
CBO2026-00442	Residential Combo Permit	102 Frist- Bridges	071045945800000	2/26/2026
BLD2025-03661	Residential Addition and Renovation	Trust-Residential reno/addition	072015869600000	2/24/2026
CBO2026-00403	Residential Combo Permit	Douglas McDowell	071096800600000	2/24/2026
BLD2026-00133	Residential Renovation or Remodel	BELL INVESTMENTS - RESIDENTIAL RENOVATION	072007768600000	2/17/2026
CBO2026-00334	Residential Combo Permit	Miller	071076438900000	2/16/2026

Print Date: 3/2/2026

Page 1 of 1

**Building Inspections
Between 2/16/2026 and 3/1/2026
for Montreat City**

Case#	Inspection	Inspector	Result	Inspection Dt	Result Comment
BLD2025-03117	Building Steel in Wall	Keynan Phillips	Pass	2/27/2026	Engineers design change for 8" walls on 3 sides will be uploaded to portal All steel in place
BLD2025-02741	Building Insulation	Grover Clark	Pass	2/27/2026	RES CHECK ON SITE BEGIN UPLOADED TO PORTAL BY CONTRACTOR.
BLD2025-03133	Plumbing Other	Grover Clark	Pass	2/27/2026	TEST ON SHOWER PAN GOOD.
BLD2025-03117	Electrical Other	Grover Clark	Pass	2/26/2026	CADWELD 3/0 COPPER TO STEEL AT ELEVATOR PIT
BLD2026-00025	Mechanical Rough	James Lewis	Fail	2/24/2026	cant have termination within 3' of an opening, need to use UL listed duct connector and compliant strapping
BLD2025-03117	Building Slab	James Lewis	Fail	2/24/2026	not ready for inspection
BLD2026-00133	Building Frame	Grover Clark	Pass	2/18/2026	NO STRUCTURAL CHANGES.
BLD2026-00133	Electrical Rough	Grover Clark	Pass	2/18/2026	KITCHEN
BLD2026-00025	Building Frame	Grover Clark	Pass	2/18/2026	NO CHANGES TO STRUCTURAL CHANGES.
BLD2026-00132	Building Insulation	Grover Clark	Pass	2/18/2026	R19 IN EXISTING EXTERIOR WALLS.
BLD2026-00132	Building Frame	Grover Clark	Pass	2/18/2026	NO STRUCTURAL CHANGES.
BLD2026-00132	Electrical Rough	Grover Clark	Pass	2/18/2026	
BLD2025-03644	Building Footing	Grover Clark	Pass	2/18/2026	PER ENGINEER'S PLAN DESIGN. 3 #4 REBAR WITH #5 J BARS 36" O.C. AND #4 AWG BOND AT REAR CENTER
BLD2025-03115	Building Footing	Grover Clark	Fail	2/17/2026	GOT TO ADDRESS AND NO FOOTINGS. CALLED NUMBER GIVEN AND TALKED TO AIDEN WAS WRONG ADDRESS AND PERMIT.

BLD2026-00025	Plumbing Rough	Grover Clark	Pass	2/17/2026
BLD2026-00025	Electrical Rough	Grover Clark	Pass	2/17/2026
BLD2025-02741	Building Frame	Grover Clark	Pass	2/16/2026
BLD2025-02741	Mechanical Rough	Grover Clark	Pass	2/16/2026

Building Permit CO's and COC's Issued
Between 2/16/2026 and 3/1/2026
for Montreat City

Case#	Case Type	Application Name	PIN	Issued Date
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No CO/COC's issued during timeframe

Print Date: 3/2/2026

Page 1 of 1



Town of Montreat

P.O. Box 423, Montreat, North Carolina 28757

Phone: (828) 669-8002

www.townofmontreat.org

Proclamation #: 26-03-0001

Designating Saturday April 11, 2026, as Arbor Day in Montreat

WHEREAS in 1872, the Nebraska Board of Agriculture established a special day to be set aside for the planting of trees, *and*

WHEREAS this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, *and*

WHEREAS Arbor Day is now observed throughout the nation and the world, *and*

WHEREAS trees can be a solution to combating climate change by reducing the erosion of our precious topsoil by wind and water, cutting heating and cooling costs, moderating the temperature, cleaning the air, producing life-giving oxygen, and providing habitat for wildlife, *and*

WHEREAS trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and countless other wood products, *and*

WHEREAS trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, *and*

WHEREAS trees — wherever they are planted — are a source of joy and spiritual renewal.

NOW, THEREFORE, I, Tim Helms, Mayor of the Town of Montreat, do hereby proclaim Saturday, April 11, 2026 as **ARBOR DAY** in the Town of Montreat, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, *and*

FURTHER, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

DATED THIS the 12th day of March, 2026.

Tim Helms, Mayor

ATTEST:

Angie Murphy, Town Clerk

**TOWN OF MONTREAT
FISCAL YEAR 2025-2026
BUDGET AMENDMENT #9**

Be it ordained by the Town of Montreat Board of Commissioners that the following amendment be made to the Budget Ordinance for the fiscal year ending June 30, 2026.

Department(s): Fund 29

Purpose:

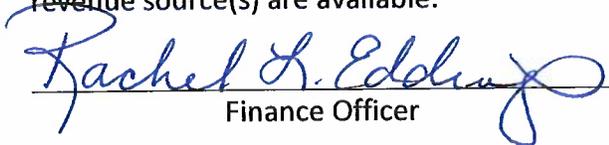
- To include in the Fund 29 budget – Helene funds, FEMA disbursement of \$47095.69. Helene Donation balance as of 2/24/26 \$9,335.16

Section 1. To amend the Fund 29 - Helene as follows:

Line Item	Account Number	Amount Decrease	Amount Increase	Amended Budget
Add to Budget: Federal Grant Proceeds – FEMA	29-3311-300		\$47,095.69	\$499,627.70
Professional Services	29-5600-040		\$47,095.69	\$424,801.71
Helene Contributions	29-3300-300		\$9,335.16	\$55,466.91
Professional Services	29-5600-040		\$9,335.16	\$434,136.87

Notes:

Section 2. I certify that the accounting records provide for this budget amendment, and that the revenue source(s) are available:


Finance Officer

3/4/26
Date

Section 3. Copies of this amendment shall be delivered to the Budget/Finance Officer and Town Auditor for their direction.

Adopted this _____ day of _____, _____.

Recorded and filed:

Budget Officer/Town Manager

Date

Town Clerk

Date

**TOWN OF MONTREAT
FISCAL YEAR 2025-2026
BUDGET AMENDMENT #10**

Be it ordained by the Town of Montreat Board of Commissioners that the following amendment be made to the Budget Ordinance for the fiscal year ending June 30, 2026.

Department(s): Streets

Purpose:

To amend the original budget to include in the Streets budget and appropriate \$118,000 Powell Bill Funds, \$300,000 fund balance, and transfer \$222,000 from Fund 29 for the paving projects listed:

- Kentucky Rd
- Appalachian Way and curbing
- Calvin Trail
- Salem Rd
- Louisiana Road
- Woodland Road Stormwater Upgrade

Section 1. To amend the General Fund as follows:

Line Item	Account Number	Amount Decrease	Amount Increase	Amended Budget
Add to Budget: Powell Bill Fund App.	10-3925-900		\$118,000	\$194,700
Fund Balance App.	10-3905-900		\$300,000	\$300,000
Interfund Transfer to General	10-3915-902		\$222,000	\$232,000
Capital Outlay	10-5600-730		\$640,000	\$804,056.94
Professional Services	29-5600-040	Debit \$222,000	Credit	
Interfund Transfer to General	10-3915-902		\$222,000	

Notes:

Section 2. I certify that the accounting records provide for this budget amendment, and that the revenue source(s) are available:


Finance Officer

2/26/26
Date

**TOWN OF MONTREAT
FISCAL YEAR 2025-2026
BUDGET AMENDMENT #10**

Section 3. Copies of this amendment shall be delivered to the Budget/Finance Officer and Town Auditor for their direction.

Adopted this _____ day of _____, _____.

Recorded and filed:

Budget Officer/Town Manager	Date
Town Clerk	Date

**TOWN OF MONTREAT
FISCAL YEAR 2025-2026
BUDGET AMENDMENT #11**

Be it ordained by the Town of Montreat Board of Commissioners that the following amendment be made to the Budget Ordinance for the fiscal year ending June 30, 2026.

Department(s): Fund 29 – Helene Recovery

Purpose:

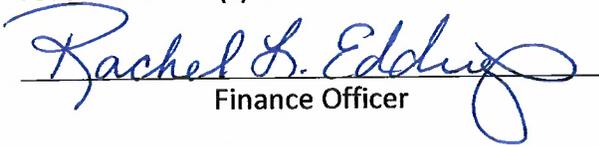
- To amend the original project grant ordinance for consulting from Withers Ravenel from \$65,000 to \$95,000, an increase of \$30,000 (move from one line item to another within Fund 29).
- To amend the original pre-audited amount of \$79,654 for Withers Ravenel – Culverts (multi-FY contract of \$318,000) to \$132,654 for the portions of the contract to be completed in FY 25-26. (move from one line item to another within Fund 29)

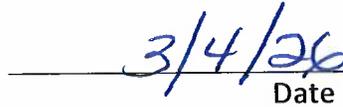
Section 1. To amend the General Fund as follows:

Line Item	Account Number	Amount Decrease	Amount Increase	Amended Budget
Add to Budget: Professional Services – Consultant	29-5600-050		\$30,000	\$95,000
Professional Svcs – Culverts	29-5600-052		\$53,000	\$132,654
Materials	29-5550-752	\$30,000		\$76,406.32
Professional Services	29-5600-040	\$53,000		\$371,801.71

Notes:

Section 2. I certify that the accounting records provide for this budget amendment, and that the revenue source(s) are available:


Finance Officer


Date

Section 3. Copies of this amendment shall be delivered to the Budget/Finance Officer and Town Auditor for their direction.

Adopted this _____ day of _____, _____.

Recorded and filed:

Budget Officer/Town Manager

Date

Town Clerk

Date



MEMORANDUM

Date: March 4, 2026

To: Savannah Parrish, Town Manager
Town of Montreat

From: Anne Chesky, Executive Director
Presbyterian Heritage Center

Subj.: Approval request for Montreat History Trail Sign Placement

Last fall, the Montreat Town Council approved a revision in the Sign Ordinance allowing the placement of small, historical information signs in the rights-of-way. With the approval, the ordinance requires approval of the location and placement of such signs. With this memorandum, the Presbyterian Heritage Center (PHC) is requesting approval of twelve such signs.

As background for the request, the PHC has developed a concept called the *Montreat History Trail*. The History Trail goal (including its name) is to inform residents and visitors about the rich history of Montreat and how it has been preserved. We expect the project will stimulate greater understanding of and appreciation for Montreat and the cove in which we live. Montreat is a very active outdoor community. Every day, people walk by historical locations not knowing that it was the first livery stable, or the site of a hotel destroyed by fire, or that Anderson Auditorium is constructed of stone from Flat Creek, and so much more.

A series of 12 small sign kiosks is proposed from the gate to the lake. The signs will be 18" wide by 12" tall and will be permanently affixed to aluminum pedestals. Each sign will offer an image of what was on the site, a brief description, and a QR code to learn more about the location. Two sample History markers are below.

There will be no cost to the Town for the Montreat History Trail. The PHC will be responsible for all expenses, including installation. Funding has been secured. Provided with approval by the Council, the signs will be produced and installed this spring in time for the summer conference season.

MONTREAT ENTRANCE,
MONTREAT, N.C.

Montreat Gate

Montreat's entrance has been marked by a gate since the first modest archway was built in the early 1900s. Until 1968, visitors and residents paid a small entrance fee at the gate that supported the conference center's operations.

At left: Montreat's first gate, c1910
Above: Montreat's 2nd gate, c1912-1923

Presbyterian Heritage Center
MONTREAT

Montreat HISTORY TRAIL

SCAN THE QR CODE TO LEARN MORE.

President's Lodge

The President's Lodge was built for John Collins, Montreat's first president. Because it was too small for his family, the building was used for worship services and as a school until the Community Building was constructed in 1900. By 1908, it had become a Missionary Museum.

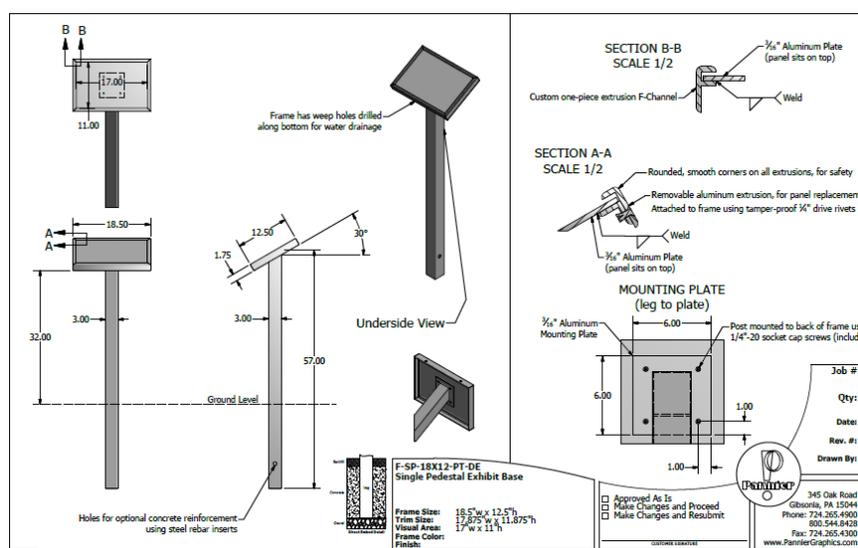
At left: President's Lodge; Above: View of Montreat, c1909 (Note gate, lower left); Both photos taken by Alice Margaret Dickinson

Presbyterian Heritage Center
MONTREAT

Montreat HISTORY TRAIL

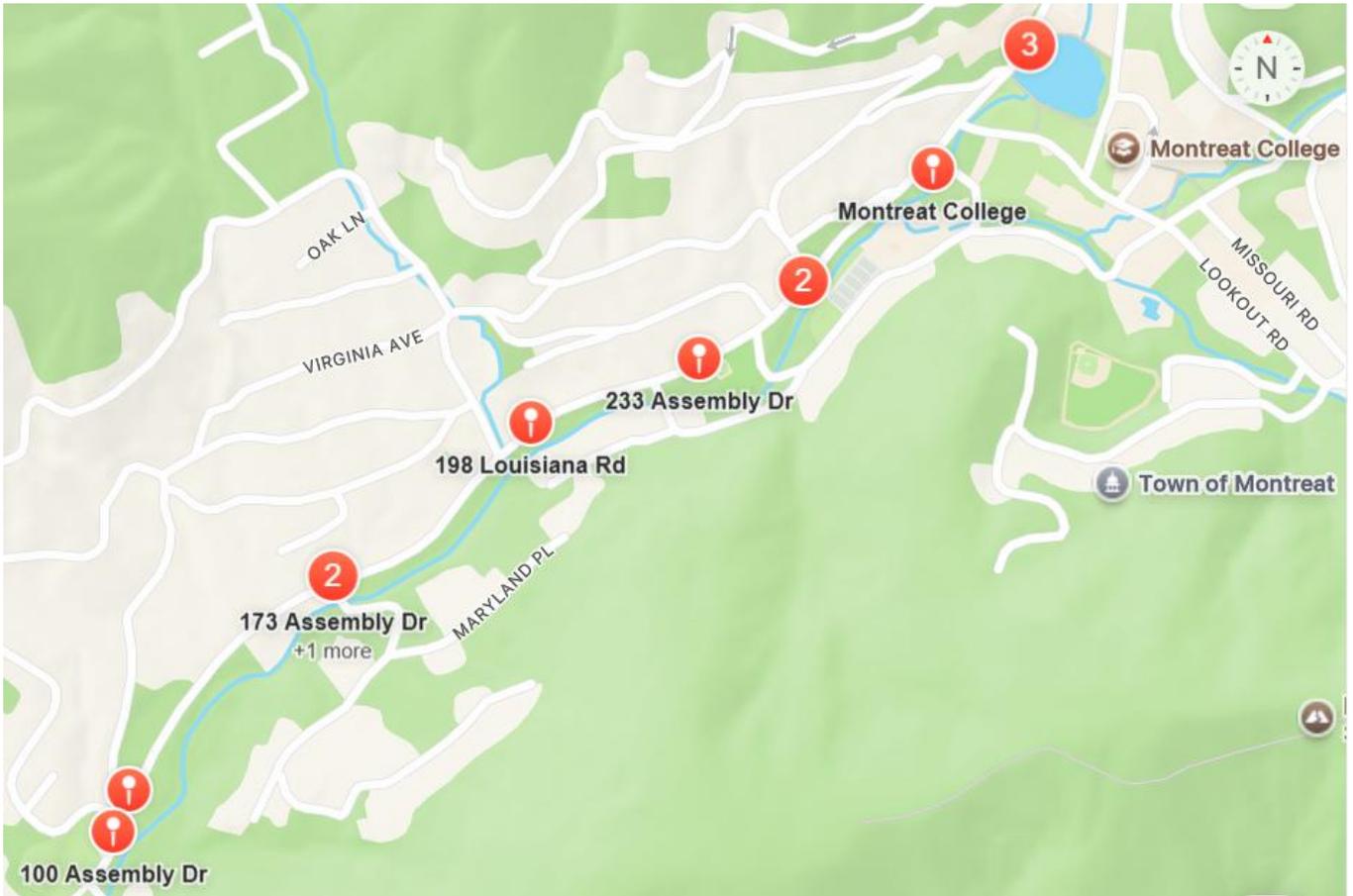
SCAN THE QR CODE TO LEARN MORE.

Sign technical details are described in the diagram below:



Where possible, placement of the kiosks would be on Town rights-of-way. PHC staff will work closely with Public Works staff to ensure location is acceptable. If there is no right-of-way and the sign must be placed on private property, PHC staff will seek written permission from the property owner to place the signs on private property.

Proposed locations for the 12 signs are indicated by the red pins in the map below. For more precise locations, a web link is also available to zoom in for greater detail.



ACTION REQUESTED:

The Presbyterian Heritage Center is asking the Montreat Town Council to approve the sign locations as shown above. We appreciate the Council's consideration of this request.

MONTREAT CODE OF GENERAL ORDINANCES

CHAPTER G - HEALTH PROTECTION AND DISEASE PREVENTION

ARTICLE II: SOLID WASTE DISPOSAL AND REFUSE COLLECTION

(Revised 2/13/2003); (Revised 10/14/2010); (Revised 5/10/2012); (Revised 3/12/2026)

Section 1. Requirements.

- a. Solid Waste, including household garbage, food waste, refuse, and discarded packaging, but excluding recyclable items, must be kept in tied plastic bags designed to hold Solid Waste which are in turn placed in either (i) functional Bear-Resistant Containers (“BRC”), as defined in Article I of Chapter A of the Montreat Code of General Ordinances, of not over ninety-five (95) gallon capacity, or (ii) Solid Waste containers of not over ninety-five (95) gallon capacity stored within functional Bear-Resistant Containers BRC Systems (“BRC Systems), as defined in Article I of Chapter A of the Montreat Code of General Ordinances. All BRCs and BRC Systems are to be clearly and visibly marked with their corresponding property address.

- b. Each household and/or property must possess and maintain an adequate number of BRCs or Solid Waste containers securely stored in a BRC System sufficient to contain all Solid Waste generated by the household and/or property. For purposes of this section, “adequate” means that all Solid Waste fits within the BRC(s) (or Solid Waste containers securely stored within a BRC System) with the lid(s) fully closed and no overflow bags, loose materials, or waste placed outside the BRC(s) at any time. BRCs (excluding Permanent BRCs and Solid Waste containers contained within Permanent BRC Systems) shall not be placed at the roadside adjacent to their corresponding property more than 12 hours before the scheduled pick-up and shall be removed from the street by the following morning.

- c. All BRCs and BRC Systems must be certified as bear-resistant by the Interagency Grizzly Bear Committee (IGBC) and/or the Wildlife Management Institute (WMI), except as permitted in the following sentence. Any BRCs and/or BRC Systems that are not certified as bear-resistant by the Interagency Grizzly Bear Committee (IGBC) and/or the Wildlife Management Institute (WMI) may be granted conditional approval by the Town for installation subject to the following conditions:
 - i. Their construction must be of solid, sturdy material on all sides with hinged openings and secure latches.
 - ii. They must be securely anchored in a manner that will prevent tipping.
 - iii. They must function sufficiently to prevent bears from accessing the Solid Waste secured therein.
 - iv. If conditional approval is given and the BRC and/or BRC System fail to function sufficiently to prevent bears from accessing the Solid Waste secured therein, the property owner and occupant will be notified by the Town. The owner shall have thirty (30) days from the receipt of such notification to demonstrate that

Montreat General Ordinances
Chapter G – Health Protection & Disease Prevention
Article II: Solid Waste Disposal and Refuse Collection

sufficient steps have been taken to prevent bears from accessing the Solid Waste meant to be protected by the conditionally approved BRC and/or BRC System.

- d. All BRCs and BRC Systems, including non-permanent BRCs, shall be placed so as not to obstruct traffic, create sight-distance hazards, impede emergency access, or interfere with snow removal operations. The Town may require relocation for safety reasons.
- e. Except in instances where location is permitted on public right-of-way as provided in subsection 1(f) below, Permanent BRCs and Permanent BRC Systems shall be located within the served property's projected lot lines. If this is not possible due to terrain or other obstacles, the property owner shall obtain and provide the Town with a copy of written permission from another property owner to locate the container within their projected lot lines or right-of-way.
- f. Property owners who wish to install Permanent BRCs and/or Permanent BRC systems on public right-of-way must apply for and receive written permission and approval of such location from the Town Manager and Code Administrator. A site plan, survey or some other type of accurate graphic representation indicating the specific location of the proposed container shall be provided along with the completed form: *Application to Locate a Bear-Resistant Container and/or System in the Public Right-of- Way*. Since BRCs and/or BRCs System are not considered structures, a Certificate of Zoning Compliance is not required. Any BRCs and/or BRC Systems located in Town rights-of-way that have not received proper approval shall be removed by the property owner promptly at the discretion of the Town Manager.
- g. Residents with existing BRCs or containers that have been adequately modified to be bear-resistant, as determined by the Town of Montreat following inspection or verification, shall not be required to purchase or further modify their containers.
- h. No person shall throw, place or deposit any Solid Waste of any kind in any place or on any public or private property, except in his or her own BRC or BRC System.

Section 2. Burning or Burying of Solid Waste and Refuse. It shall be unlawful to burn or bury Solid Waste at any time within Town limits.

Section 3. Accumulation of Solid Waste and Refuse Prohibited. All Solid Waste shall be kept in appropriate BRCs and/or BRC Systems as required by Section 1. It shall be unlawful for Solid Waste to be stored or accumulated outside of any premises except in a BRC or BRC System.

Montreat General Ordinances
Chapter G – Health Protection & Disease Prevention
Article II: Solid Waste Disposal and Refuse Collection

A schedule for collection of both Solid Waste and recyclables is available in Town Hall and online at www.townofmontreat.org.

Section 4. Solid Waste Collection. The Town provides weekly pick-ups year-round and may change during seasonal periods. The Town will pick up garbage scattered around containers that have been upset or where the tops have been torn. However, if the Public Works Director or the investigating Police Officer determines that this resulted from failing to comply with the requirements of this Ordinance, the owner of the property shall be cited, required to purchase a BRC, and be subject to the penalties as found in Section 12.

Section 5. Yard Waste Collection. The Town provides residential yard waste collection weekly placed next to the streets in accordance with the collection schedule. Brush and tree limbs must be cut into six (6) foot lengths and must not exceed six (6) inches in diameter. Yard waste may be placed in loose piles of up to three (3) cubic yards at one time. Three cubic yards is about the size of one small pickup truck load. Yard waste in excess of three cubic yards will be collected at the curb upon request. A fee for excess yard waste will be charged in accordance with the Town of Montreat Fee Schedule. Commercially cut brush or yard waste, lot clearing, and yard waste deposited by private contractors, landscapers or tree companies will not be collected by the Town.

No person, including but not limited to residents, property owners, tenants, or landscaping contractors, shall blow, place, deposit, or allow leaves, grass clippings, or other yard debris to enter or remain in any culvert, drainage structure, ditch, or stormwater conveyance within the Town. Such actions are declared a nuisance and are prohibited due to their potential to obstruct drainage and cause flooding or damage to public infrastructure.

Leaves will be collected weekly from October through December, and twice monthly throughout the remainder of the year. Leaves may be collected at other times during the year by contacting the Town Hall and paying the required fees as set forth in the Town of Montreat Fee Schedule. Leaves must be bagged.

Section 6. White Goods and Bulk Items Waste Collection. The Town provides white goods and bulk item waste collection twice per year free of charge. White Goods and Bulk Items Waste may be collected at other times during the year by contacting the Town Services Office and paying the required fees as set forth in the Town of Montreat Fee Schedule.

Section 7. Recyclable Materials. The Town provides recycling collection weekly in accordance with the collection schedule. Recyclables must be placed at the curb in Town-approved containers and shall not be mixed with Solid Waste. Recycling should be contained within blue bags. Contaminated or improperly prepared recyclables may be rejected or tagged by Town staff. Cardboard shall be broken down. Bagged recyclables must be tied to ensure proper handling and reduce spills and injuries.

Montreat General Ordinances
Chapter G – Health Protection & Disease Prevention
Article II: Solid Waste Disposal and Refuse Collection

Section 8. New Construction and Remodeling. The holder of any building permit issued by the Town shall be responsible for maintaining the corresponding construction site free of rubbish, hazards, and unsightly conditions from the beginning of construction until completion of the project and final inspection. Construction debris shall be placed in an on-site dumpster or removed daily. No construction waste may be placed in BRCs or left unsecured. The permit holder is responsible for ensuring that subcontractors, contractors, or workers do not place construction waste in BRCs, on adjacent properties, or leave such waste unsecured. The permit holder is also responsible for ensuring that any Solid Waste incidentally generated in connection with the construction activity, including all food and food waste, is placed in a BRC or removed from the property daily and shall not be stored on-site.

Section 9. Owner Responsible for Actions of Occupants. The owner of each property in the Town is responsible for compliance with this Sanitation Ordinance whether the property is occupied or operated by the owner or by a visitor, renter, lessee, or any other person. The owner shall take all actions necessary to inform occupants of the structure of the requirements of this sanitation ordinance. In any case, the owner is responsible for compliance with this Sanitation Ordinance and shall be subject to the penalties for violations set forth in Section 12.

Section 10. Institutional Dumpsters. Institutions that utilize dumpsters or large-capacity waste containers shall comply with the following requirements:

- a. All institutional dumpsters must be wildlife-resistant or secured within an approved enclosure designed to prevent access by bears and other wildlife.
- b. Dumpsters shall remain closed and latched, in a manner designed to prevent access by Bears, at all times except when actively in use.
- c. Dumpsters must be serviced at a frequency adequate to prevent overflow, spillage, odors, and public health concerns.
- d. No waste may be stored outside or beside the dumpster at any time. Overflow waste shall constitute a violation.
- e. Dumpsters must be located so as not to obstruct traffic, impede emergency access, or create a hazard. Dumpsters are not permitted to be placed in Town rights-of-way without approval of the Town Manager.
- f. Institutions are responsible for ensuring contractors, students, employees, conferees, renters and visitor/overnight guests properly dispose of waste in compliance with this Article.
- g. If a dumpster is accessed by wildlife and the Town determines the facility was not in compliance with this section, the institution shall be cited and held responsible for cleanup costs as noted in Section 12.

Section 11. Convenience Center. The Town may provide a convenience center and/or centers from time to time at certain locations for use by Montreat residents to dispose of Solid

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Waste and recyclable materials. In addition to any rules posted at such convenience center(s), the following regulations shall apply:

- a. Convenience center(s) shall only be used during posted hours.
- b. Convenience center(s) shall only be used by Montreat residents.
- c. Only bagged, residential, Solid Waste and recyclable materials generated in Montreat shall be disposed of in the convenience center(s).
- d. All other items, including but not limited to furniture, electronics, televisions, yard waste, and construction materials are strictly prohibited.
- e. Solid Waste must be placed in the receptacles designated for garbage or Solid Waste located at the Convenience center(s). Recyclable materials must be placed in the receptacles designated for recyclable materials located at the Convenience center(s). It shall be unlawful to leave Solid Waste, recyclable materials and/or other items at the gate of the Convenience center(s) and/or to pile Solid Waste, recyclable materials and/or other items on or around receptacles that are already full.

Section 12. Enforcement. The Town Manager or the Town Manager’s designee is responsible for the enforcement of this Ordinance. Violations of this ordinance are punishable as follows:

- a. First Offense. If the Town Manager or the Town Manager’s designee finds that the first violation was negligent, a written warning shall be issued. The violator shall be ordered to reimburse the Town for the actual cost of cleanup in addition to the civil penalty.
- b. Second offense. If the Town Manager or the Town Manager’s designee finds that a second violation was negligent a \$200 civil penalty shall be issued. The violator shall be ordered to reimburse the Town for the actual cost of cleanup in addition to the civil penalty.
- c. Third and subsequent offense. If the Town Manager or the Town Manager’s designee finds that a third and/or subsequent violation was negligent, a \$400 civil penalty shall be issued. The violator should be ordered to reimburse the Town for the actual cost of cleanup in addition to the civil penalty. In addition, third and/or subsequent violations are grounds for the suspension of trash pickup, in the discretion of the Town Manager or the Town Manager’s designee.
- d. If the Town Manager or the Town Manager’s designee finds that misuse of the convenience center has occurred, in violation of Section 11 of this ordinance, a civil penalty of \$500 shall be issued. In addition, the violator may be ordered to reimburse the Town for the actual cost of cleanup if such misuse results in additional expense to the Town.

Section 13. Effective Date. This Ordinance shall become effective upon adoption. Residents will have six months from the date of adoption to purchase or modify a BRC in order to comply with this requirement.

Montreat General Ordinances
Chapter G – Health Protection & Disease Prevention
Article II: Solid Waste Disposal and Refuse Collection

Definitions (from/to be added to Chapter A - ARTICLE I: DEFINITIONS OF WORDS AND PHRASES):

Solid Waste (garbage): Waste from residences commonly called residential trash and/or garbage, including without limitation discarded animal and vegetable matter, small cans, glassware, crockery, paper and plastic products, and other small containers in which animal or vegetable matter has been stored. The term “Solid Waste” does not include, and the Town does not collect or dispose of, business, industrial and other types of non-residential waste.

Bear-Resistant Container (BRC): a container for solid waste designed and constructed by the manufacturer (i) to be bear-resistant, or (ii) to be modified so that it is bear-resistant, with the required modifications for bear-resistance having been made. Any BRC must have either (i) been certified as bear-resistant by the Interagency Grizzly Bear Committee (IGBC) and/or the Wildlife Management Institute (WMI), or (ii) have been conditionally approved for use by the Town (with such modifications as the Town may require from time to time) as provided in subsection 1(c) of Article II of Chapter G. BRCs are typically constructed of metal or plastic.

Bear-Resistant Container System (BRC System): an enclosure for Solid Waste containers designed and constructed by the manufacturer to prevent bears from accessing the Solid Waste containers contained therein. Any BRC System must have either (i) been certified as bear-resistant by the Interagency Grizzly Bear Committee (IGBC) and/or the Wildlife Management Institute (WMI), or (ii) have been conditionally approved for use by the Town (with such modifications as the Town may require from time to time) as provided in subsection 1(c) of Article II of Chapter G. BRC Systems are typically constructed of metal, wood or plastic

Permanent Bear-Resistant Container (Permanent BRC): a BRC that is permanently affixed to the ground at the point of collection.

Permanent Bear-Resistant Container System (Permanent BRC System): a BRC System permanently affixed to the ground at the point of collection.

**TOWN OF MONTREAT
FISCAL YEAR 2025-2026
BUDGET AMENDMENT #12**

Be it ordained by the Town of Montreat Board of Commissioners that the following amendment be made to the Budget Ordinance for the fiscal year ending June 30, 2026.

Department(s): Police - Fund 29 – Helene Recovery

Purpose:

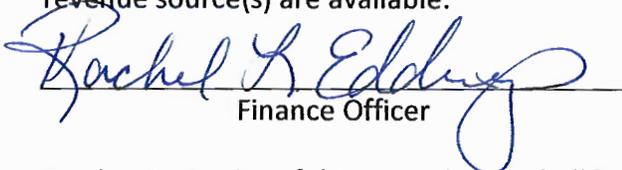
- To move previous FEMA reimbursement for damaged police vehicle from Fund 29 – Helene Recovery to the police budget

Section 1. To amend the General Fund/Fund 29 as follows:

Line Item	Account Number	Amount Decrease	Amount Increase	Amended Budget
Add to Budget: Interfund Transfer from Helene (e)	29-5550-572		\$13,697	\$95,308.13
Professional Services (e)	29-5600-040	\$13,697		\$358,104.71
Interfund Transfer to General (R)	10-3915-902		\$13,697	\$23,697
Capital Outlay (e)	10-5100-730		\$13,697	\$13,697
Move between funds: Capital Outlay	10-5100-730	DEBIT \$13,697	CREDIT	
Interfund Transfer from Helene	29-5550-572		\$13,697	

Notes:

Section 2. I certify that the accounting records provide for this budget amendment, and that the revenue source(s) are available:


Finance Officer

3/4/26
Date

Section 3. Copies of this amendment shall be delivered to the Budget/Finance Officer and Town Auditor for their direction.

Adopted this _____ day of _____, _____.

Recorded and filed:

Budget Officer/Town Manager

Date

Town Clerk

Date