Holly Springs Town Council
7:00 PM **Tuesday, September 16, 2025**
Regular Meeting
Holly Springs Town Hall Council Chambers
128 S. Main Street, 2nd Floor

MINUTES

The Holly Springs Town Council met in regular session on Tuesday, September 16, 2025. Mayor Mayefskie presided, calling the meeting to order at 7 p.m. A quorum was established as the Mayor and five Council members were present in the Chamber as the meeting opened.

Council Members Present: Mayor Sean Mayefskie, MPT Dan Berry Council members Timothy Forrest, Danielle Hewetson, Annie Drees, and Chris Deshazor.

Council Members absent: none.

Staff Members Present in Chambers: Randy Harrington, *Town Manager*; Scott Chase, *Assistant Town Manager;* John Schifano, *Town Attorney;* Linda McKinney, *Town Clerk* (recording the minutes); Kameron Womack and Jesse Dixon, *IT;* Corey Petersohn, *Director, Office of Budget, Innovation and Strategy;* Cassie Hack, *Director, Communications and Marketing*; Paige Scott, *Director, Public Works;* Freddie Rodriguez, *Public Works* Chris Hills, *Director, Development Services;* Elizabeth Goodson Chris Ritter-Garcia, Sara Lipkin Sularz, Grayson Taylor, and Elliot Blonshine, *Development Services*; Kendra Parrish, *Executive Director of Utilities and Infrastructure;* Carrie Mitchell, Kimberly Keys, Sadel Lassiter, Morgan Nelson, Dirk Siebenbrodt and Tim Athy, *Utilities and Infrastructure;* Tina Stroupe, *Finance Director;* Jay Osborne, *Assistant Town Attorney*, Anna Murphy, *Economic Development;* LeeAnn Plumer, *Director, Parks and Recreation,* Steven Nicholson, Steve McElhaney, and Brian Waretski, *Parks and Recreation;* Paul Liquorie, *Police Chief;* and Kathy White, *Deputy Clerk.*

2. and 3. The Pledge of Allegiance was recited followed by an invocation by J. Dwayne Garnett, of Altar and Dwelling Place.

4. Agenda Adjustment: The September 16, 2025 meeting agenda was adopted with changes, if any, as listed: none.

Motion: Berry
Second: Forrest
Vote: Unanimous

RECOGNITIONS

5. U.S. Navy 250th Anniversary Proclamation

Mayor Mayefskie proclaimed October 13, 2025 the 250th Anniversary of the U. S. Navy and presented the proclamation to a group of Navy Veterans.

6. The Great Trails State Day Proclamation

Mayor Mayefskie issued a proclamation for the second annual Great Trails State Day and presented it to Parks and Recreation staff.

REQUESTS AND COMMUNICATIONS

7. Yard Waste Update – Leaf Season

Paige Scott, Director of Public Works, said that she and Freddie Rodriguez were here to provide an update on the upcoming fall fee-free yard waste sweep and the seasonal loose leaf and yard waste collection schedule. She said the fall fee-free Sweep is scheduled for October 13 – 17 and yard waste should be at the curb by Sunday, October 12th. Crews will collect by zone, starting Monday through the completion of the collection. Acceptable materials are grass, leaves, twigs, sticks, branches, and pine needles.

Ms. Scott said that seasonal loose-leaf collection starts October 27th. Residents will receive monthly leaf collection services via sweep zones with additional routes for high-foliage areas. Bi-weekly cart collection and convenience center operations remain the same. There are ongoing communications along with HOA collaboration. She showed the zone map and said it was the fourth year of using the zone system, and it was the most successful year yet. She gave the schedule for the standard leaf collection in each zone, explaining that zones B & C might require additional collections given the number of mature trees in those areas of town.

Ms. Scott said that providing the fee-free sweep allows residents to get a clean start and address early leaf dropping and limb shedding. The schedule builds in time for equipment maintenance periods to reduce downtime and increase operational reliability. She said the zones are sized according to anticipated volumes and to allow staff to meet service obligations.

Ms. Scott outlined the planned adjustments to the schedule for the holidays and gave a review of the past year's use of the Convenience Center.

Council member Hewetson said the holiday shift is a good idea.

CONSENT AGENDA

The Council passed a motion to approve all items on the Consent Agenda. The motion carried following a motion by MPT Berry, a second by Council member Forrest and a unanimous vote. The following actions were affected:

8. August 19, 2025 and September 2, 2025 Town Council Meetings and August 26, 2025 Holly Springs/Cary Joint Meeting minutes – Council approved the minutes of the August 19th and September 2nd Council meetings and the August 26th Joint meeting with Cary.

9. Guaranteed Maximum Price Contract Amendment #4 for Upfit of Additional Areas at the Operations Campus Facilities – Council approved additional upfit for the Operations Campus buildings as detailed in the packet and adopted Water Capital Project Ordinance 25-30 and Town Buildings Capital Project Ordinance 25-31 to appropriate bond premium and interest earnings to cover total upfit and design expenses totaling $1,070,548. Council authorized the Town Manager to sign and execute contracts associated with this additional Guaranteed Maximum Price scope and the revised project budget.

Copies of Ordinances 25-30 and 25-31 are attached to these minutes.

10. Acceptance of Arts for Towns Grant – Council accepted grand funds from United Arts Council of Raleigh and Wake County in the amount of $2,400 and adopted Grants and Special Revenue Fund Project Ordinance 25-29.

A copy of Ordinance 25-29 is attached to these minutes.

11. Surplus of Firearm and Badge for Upcoming Police Department Retirement – Council adopted Resolution 25-40 authorizing the award of badge and sale of service sidearm to retiring Police Captain Mike Patterson.

A copy of Resolution 25-40 is attached to these minutes.

12. Apex/Holly Springs/Cary Memorandum of Understanding for Regional Wastewater Engineering Studies – Council authorized the Town Manager to execute the Memorandum of

Understanding for Engineering Studies on Regional Wastewater System Capacity Options with the Towns of Apex, Holly Springs, and Cary in the amount of $200,000.

13. Duke Friendship Substation (Deer Path Rd.) Voluntary Annexation A25-07 – Council adopted Resolution 25-39 directing the Town Clerk to investigate the sufficiency of annexation petition A25-07 and setting the public hearing for October 21, 2025.

A copy of Resolution 25-39 is attached to these minutes.

14. 1317 N. Main St. Commercial Tracts Development Plan Major Amendment – Council continued deliberation of 1317 N. Main St. Commercial Tracts Development Plan Major Amendment to the October 21, 2025 Town Council Meeting.

PUBLIC HEARINGS

15. Duke Friendship Substation Rezoning (Deer Path Rd.) 25-REZ-04

Grayson Taylor, Development Services, said this item was for Council and Planning Board to consider the rezoning of a parcel at 4113 Deer Path Road for a Duke Energy substation. He said that after tonight's hearing it would go to the September 23rd Planning Board meeting before coming back to Council on October 21st for a decision. He showed where the property is along U.S. 1 and next would go for Civil Construction Drawings, which would be an administrative decision. He explained why Duke was asking for a Conditional Zoning rather than a special use permit.

Mr. Taylor said the land is designated Natural Area and Business & Industrial on the Land Use & Character Plan and currently zoned RR: Rural Residential. There is a portion that is R80, a Wake County designation. He said this part would need to be annexed prior to the rezoning, as it is not currently in our jurisdiction. He gave an overview of the project's history since the neighborhood meeting in January. He said the proposed zoning would be BRT-CD: Business & Research Technology – Conditional Zoning District for the 46.25 acres at the southeast section and Business & Research Technology for the remaining 6.11 acres. They are asking for the Conditional District in order to construct a new substation on the site of a smaller decommissioned site. He showed where the preserved natural area is and the current transmission lines. He showed examples of what substations might look like. He said that the proposed changes from the UDO standard include an 8-foot chain link fence with one-foot barbed wire extending outward and not direct screening, and no required buffer adjacent to US 1 because of the specific areas on the plan that will be preserved.

Elliot Blonshine, Development Services, said no road widening is required. He said that no water or wastewater is needed at the site because it is a substation, therefore it is not subject to the Utilities Allocation Policy.

Mayor Mayefskie opened the public hearing and the following input was received:

Mr. Toby Coleman, representing the applicant, said that the substation on the site was decommissioned in 2019-2020. Because it was out of commission for six years, they are seeking Town approval to replace it. He said that the request of Conditional District Zoning was so that only a substation could be on the property. The adjacent 6.11 acre portion will eventually be recombined with the adjacent Amgen property zoned BRT to be consistent with existing Amgen zoning. He said that the current and planned industrial and commercial development in Holly Springs has resulted in the need for a new substation to meet needs in this area. This upgrade will enhance capacity and reliability to support existing and future customers in the area. He showed the site plan for the substation and said it was consistent with the Comprehensive Plan in that areas of the property proposed for development are located within the "Business and Industrial" designation on the Land Use and Character Plan, a stable power grid enhances public safety and the quality of life. He said that staff recommended approval.

Council member Drees asked if any additional growth was expected on this site. Mr. Coleman said that any additional growth would require the applicant to come back to the town.

There being no further input, Mayor Mayefskie closed the public hearing.

Council had no feedback for the applicant. Mr. Taylor said the item would go to Planning Board's next meeting and return to Council in October.

16. Holly Springs Business Park PUD Amendment for Pine Springs Upper School – 01-PUD-03-A01

Grayson Taylor, Development Services, said this item was for the public hearing for a major amendment to the Holly Springs Business Park Planned Unit Development. He said that after this hearing it would go to the September 23rd Planning Board meeting before coming back to Council on October 21st for a decision. He showed the location of Tract E within the business park and pointed out that it was designated Business & Industrial in the Land Use and Character Plan and zoned Planned Unit Development (PUD). He outlined the history of the Holly Springs Business Park PUD and the major tenants, and the previous approvals for Tract E. He said the plan calls for 303 total parking spaces with 15 being Electric Vehicle charging and 45 being EV-ready. Mr. Taylor said that Pine Springs Academy is requesting to modify the EV parking standards to apply only to staff and visitor parking and not the student parking. This would reduce the EV spaces from 15 to 6, and the EV-ready spaces from 45 to 18.

Mayor Mayefskie opened the public hearing and the following input was received:

Don Curry, Curry Engineering, speaking for the applicant, outlined the progress so far and said that construction began in the summer of 2025 and they plan to open in the fall of 2026. He said that the applicant felt the Town's EV parking standards were too generic and should not apply to a school. He compared Holly Springs' standard to Apex (4 EV spaces and no EV-ready spaces) and the International Green Building Code (4% and 8%) which he said were lower. He said student parking was reserved for Juniors and Seniors who would not be in school for the whole day, due to internships and work-study. The school will allow students to use EV chargers near the building, which would incentivize them to keep good academic and behavioral standards. This would protect the chargers. He showed where the proposed EV and EV-ready spaces would be, closer to the building than the student parking lot. He said the current standards provide a burden to the school and the use of EV spaces should be an operational decision and they should be allowed to have a lower number.

There being no further input, Mayor Mayefskie closed the public hearing.

Council member Drees asked what staff had considered. Mr. Taylor said there is a requirement in the Comprehensive Plan to support schools, and the considerations that the applicant brought up were also considered. They also looked at the security of people coming in to charge who were not connected to the school.

Council member Deshazor said it would be simpler to say that students not be allowed to charge their cars at school.

Council member Forrest asked how many chargers Rex Rd. Elementary was building. Mr. Taylor said he didn't have a specific number, but they did comply with the UDO. They have fewer parking spaces because it is an elementary school, so students do not drive to school. Council member Forrest asked if staff had a recommendation. Mr. Taylor said it was still under analysis.

Mr. Taylor said that next steps would be for Planning Board to discuss this request at their September meeting, and it would come back to Council for a decision at their October meeting.

<u>NEW BUSINESS</u>

17. Microtransit Service Contract

Chris Hills, Director of Development Services, said this item was to request Council enter into a contract with BeeFree to provide microtransit services to the Town of Holly Springs. He explained that microtransit was a cost-effective mode of public transportation that it was an on-demand service with flexible routing, enabled by technology, and where rides were shared with others going in the same direction. He outlined the history of project discussions and said that the decision was to be within the Town Limits and the ETJ with on-demand door-to-door service for a maximum distance of seven miles, which covers most of that area. The hours would be weekdays from 7 am to 8 pm.

Mr. Hills said the project was coming in on time, under budget, and with an emphasis on quality service. The vendor was chosen due to their proven service delivery, flexible operations which allow the service to be tailored to Holly Springs, with quality drivers who are employees, not independent contractors. The program will start with three vehicles in service and one back up vehicle. He gave an overview of the company and their experience across 55 communities, including two in North Carolina. He said the contract was for three years with a maximum cost adjustment of 3% per year, based on the local Consumer Price Index, and a 50% reimbursement grant from CAMPO.

Mr. Hills showed how the seven-mile limit would cover the Town. He outlined the key service recommendations including a minimum age of 16 to ride without an accompanying adult, one fare includes two riders so that carers can ride with children or others who need help. The in-town fare would be $2 per fare plus $1 for additional riders. The ETJ fare would be $4 per fare with $2 per additional rider, while seniors 62 and older and disabled riders would ride for free. He said staff recommends a promotional period with two free trips awarded with the app download.

Mr. Hills said the service would be named the Holly Springs Hopper and said staff is working with Communications and Marketing for a full brand roll-out, with plans to have a vehicle ready in time for HollyFest and the Happy Holly Days Parade. He outlined next steps in the implementation plan and kickoff, with service starting Monday, January 5, 2026.

Council member Drees said that from her neighborhood she could get to the first string of shops on 55, but not 12 Oaks or the business park with the seven mile limit. Mr. Hills said that as we evolve the program we will look at that and tweak the distance or other issues. Council member Deshazor said at Central Pines there was a microtransit meeting and they heard about the good things and the struggles. He said Wake Forrest has had nothing but success. He is extremely excited but would like to see weekends added and 7am to 8pm may not be the right hours.

Council member Drees asked what the anticipated wait time would be. Mr. Hills said 30 minutes was the maximum wait time, or the ride would not be accepted. But staff will look at that as the program rolls out.

Action 1: Motion to authorize the Town Manager to negotiate and execute a contract for microtransit services with BeeFree, Inc. in a full first year amount of $457,000 with a maximum of 3% cost increases in subsequent years during the contract period.

Motion: Hewetson
Second: Deshazor
Vote: unanimous

Action 2: Motion to approve the budget amendment included in the packet and authorize the Town Manager to accept and execute a CAMPO grant for microtransit services.

Motion: Hewetson
Second: Deshazor
Vote: unanimous

Action 3: Motion to amend the Fiscal Year 2025-26 fee schedule to reflect microtransit rider fares.

Motion: Hewetson

Second: Deshazor
Vote: unanimous

18. Avent Ferry Road Widening (Phase 2) Design Contract

Carrie Mitchell, Utilities and Infrastructure, thanked Council for their engagement with NCDOT and support for staff pushing this project forward. She said that she was here to update Council on the Avent Ferry Road Widening Phase 2 project. She said that while Avent Ferry is an NCDOT road, Council had listened to the public's concerns and pushed staff to work with DOT to find solutions. Tonight, Council was being asked to approve a design budget and contract and to award the design contract to Exult Engineering. She said that Exult and its subconsultants would provide engineering design services such as design, survey, traffic study, public outreach, environmental documents, and construction bid documents. She said that three public meetings, and additional stakeholder meetings have been set aside to listen to constituent concerns about this area. The duration of this part of the project is anticipated to take 28 months. She showed where this portion of Avent Ferry Rd. is on the west side of NC 55, between Ralph Stephens Road and Cass Holt Road. She said that staff is working in coordination with the developers in the area. She said that NCDOT does control the schedule as it is their road. Next steps will include modifying the existing Municipal Agreement with NCDOT to extend the completion date and fully fund the project, executing the contract with Exult Engineering, and completing the survey and traffic analysis.

Council member Drees said that two weeks ago someone came to Council discussing a road that goes from one lane to two and people passing. She wants to make sure that thought is given to the fact that this section of Avent Ferry is by schools and to design it so that we are not encouraging people to zip around.

Council member Deshazor said we all hear a lot about traffic. He wants staff to figure out the best way to communicate about this project to residents and to keep the communication going, because 28 months is a long time. Ms. Mitchell said staff will coordinate with Communications and Marketing, and will engage with the HOAs.

Mayor Mayefskie said he wants to make sure we work with the developers on the realignment, so we do not duplicate efforts.

Action 1: Motion to approve design budget for the Avent Ferry Road Widening (Phase 2) project design contract in the amount of $1,033,068 with a contingency of $166,932 for a total design budget of $1,200,000.

Motion: Forrest
Second: Hewetson
Vote: unanimous

Action 2: Motion to award the Avent Ferry Road Widening (Phase 2) project design contract to Exult Engineering.

Motion: Forrest
Second: Hewetson
Vote: unanimous

Action 3: Motion to authorize the Town Manager to execute any change orders for the design contract as necessary during the project design process, not to exceed $1,200,000.

Motion: Forrest
Second: Hewetson

Vote: unanimous

Public Comment: At this time, an opportunity was provided for members of the audience who had registered to speak to address the Council.

The following public comments were received in writing: one comment from C. Huss regarding resurfacing Lockley Road.

The following public comments were received in person:

Fran Hudson, said she was here because she did not think Council, Planning Board, or staff are doing their jobs and she said the process is broken and it is Council's job to fix it.

OTHER BUSINESS

Mayor Mayefskie said that Compassion Day over the weekend was a cool event. It was headed by the pastor who gave tonight's invocation, and there was good attendance.

Council member Deshazor said he enjoyed the proclamation given at that event.

Council member Drees said Happy Hispanic Heritage month. She said Holly Springs is a diverse community and this is a good opportunity to recognize our similarities.

MANAGER'S REPORT

Randy Harrington, Town Manager, said he wanted to recognize the challenges we have had with repaving efforts. There were a number of learnings from this and we have a meeting with the contractors. We are making sure we have proper traffic control, engaging with HOAs and trying to mitigate issues drivers are having.

Second, he said he wanted to recognize Communications and Marketing who won second place for Promotional Video with the Mission Accomplished video. He recognized staff for their efforts.

CLOSED SESSION: Council went into closed session pursuant to N.C.G.S. 143-318.11(a)(6) to perform the Town Manager's annual review with a motion by Forrest, a second by Deshazor and a unanimous vote.

Motion to leave closed session was made by Council member Forrest with a second by Council member Hewetson and a unanimous vote.

Adjournment: MPT Berry made a motion to adjourn at 8:25 pm. It was seconded by Council member Hewetson and passed with a unanimous vote.

Respectfully submitted on Tuesday, October 21, 2025.

Linda C. McKinney

Linda C. McKinney, Town Clerk

Addenda pages as referenced in these minutes follow and are a part of the official record.