



MINUTES

The Holly Springs Town Council met in a workshop session on Monday, November 10, 2025 at the Law Enforcement Center and via livestreaming. Mayor Mayefskie presided, calling the meeting to order at 6:00 p.m. A quorum was established as the Mayor and three Council members were present in the room as the meeting opened.

Council Members Present in the room: Mayor Sean Mayefskie, Mayor Pro Tem Dan Berry, Council members Danielle Hewetson, and Chris Deshazor.

Council members Present electronically: Council member Annie Drees

Council Members Absent: Council member Timothy Forrest.

Staff Members Present in the room: Randy Harrington, Town Manager; Linda McKinney, Town Clerk (recording the minutes); Daniel Weeks, Assistant Town Manager; Scott Chase, Assistant Town Manager; John Schifano, Town Attorney; Jesse Dixon, IT; Cassie Hack, Director, Communications and Marketing; Kelly Miller, Communications and Marketing; Tina Stroupe, Director, Finance; Chris Hills, Director, Development Services; Sean Ryan, Development Services; Paul Liquorie, Chief of Police; Jay Bruner, Terry Hudnett, and Kassie Langdon, Police; LeRoy Smith, Fire Chief; Irena Krstanovic, Director of Economic Development.

Mayor Mayefskie called the meeting to order at 6:00 p.m.

1. Overview: Randy Harrington, Town Manager, gave an overview of the meeting agenda.

2. Ting Solicitation for Development Partners (SDP)

Chris Hills, Director of Development Services, said this item was to finalize the Ting Park and Mims Park Solicitation for Development Partner (SDP) process. He outlined the steps that have been taken up to this point, and spoke about the desirability of placemaking. He said both areas were marked as Places to Transform on the Growth Strategy Map. NMAC is designated mixed-use center and Mims is designated Downtown on the Future Land Use Map. He outlined why the North Main Athletic Complex (NMAC) and Mims Park were good catalyst opportunities to complement these areas consistent with the Town's Comprehensive Plan. He explained why now was a good time to pursue partnerships, and reminded Council that they could pull the plug at any time if they did not receive offers they liked.

Mr. Hills outlined how Public Private Partnerships (PPP) work and their benefits. He outlined some local PPP successes that have helped define and improve downtown Holly Springs. He said this is not something only we are doing, and gave examples of other municipalities with successful PPP projects. He explained why Ting as a Sports & Entertainment District would be a catalyst site to spur other development and why Mims Park would be a catalyst to downtown vitalization.

Sean Ryan, Development Services, outlined the goals, design process, and design concepts worked through with Council so far on the Ting Park Sports and Entertainment District,

and then for the Mims Park Downtown Vitalization. He asked for feedback that Council was still in agreement with moving forward with these ideas.

Council member Hewetson asked about the playground and batting space with Ting.

Mr. Ryan showed the possible parcels available around Ting. He said site B was the playground site and the way the SDP is structured, staff has indicated that any proposal that proposes something else on that site would need to address relocating the playground to a new location. Council member Deshazor asked if we had to include Sites B and C. Mr. Ryan said no, they did not have to include either site. Council member Deshazor said he agrees that if those areas go away they need to be incorporated somewhere else. Council member Hewetson said leaving them in could generate some more creative ideas. Randy Harrington, Town manager said there is storage at site C and that would need to be incorporated into any design proposed. Council member Deshazor asked if there have been any conversations with the owners of adjoining parcels. Mr. Hills said staff has not, but he doesn't know about developers. The SDP includes Town-owned properties, but we could put language in to encourage expanding beyond the bounds of the Park.

Mr. Ryan showed five areas around Mims Park that could be included in the SDP and asked Council for feedback on which of these should be included in the SDP. He said that last June other town-owned properties were discussed, so the SDP has highlighted all of the town's assets and given the instruction that they want to minimize the effect on the park. He said respondents could submit proposals for one or more of these and by combining them with Ting might get more responses than if they were offered one at a time.

Consensus was to move forward with these ideas, with retail and parking being outside of the main Mims Park area.

Mr. Hills said that for these potential partnerships all partners will bring something to the table, and outlined possible elements the Town could offer. He said we don't know what we will get, but there may be some requests from Developers for Infrastructure Reimbursement, Infrastructure investment by the Town or Land Conveyance. He asked Council for feedback, specifically if there was anything categorically off the table.

Council member Drees said she is loath to convey any of Mims Park land for development, but is ok with leaving all options on the table. Council member Deshazor likes the idea of a broader approach and being able to narrow it down in negotiation. He likes the ability to pull away if we don't get responses we like. He asked how large a net they were casting Mr. Hills said they would use all of their connections, with organizations and with firms that they work with. Council consensus was to leave all options on the table, but that land conveyance was at the bottom of their priority list.

Mr. Hills outlined different types of Land Conveyance Options. He said that the SDP would outline the things the Town is interested in, and the responses would need to outline what they would expect from the Town.

Mr. Ryan said that responses would be evaluated based on past projects, qualifications and experience, the site proposal, and the responders' financial capacity. Council member Hewetson asked how tied to their proposal an applicant would be. Mr. Ryan said we would enter into a Memorandum of Understanding which would lock the site plan proposal in. We will hammer out a development agreement as we move forward. It will be built into the process before someone can move into the next stage. He said that staff recommends using the Land Use Advisory Committee (LUAC) to review the responses and make a recommendation to Council for final partner selection. LUAC has Council and Planning Board representatives as well as staff. Consensus was to use LUAC as the advisory committee on this decision.

Mr. Ryan outlined the next steps including issuing the SDP on December 8th, with time for questions and proposals due on March 6, 2026. Proposals will be reviewed over the spring and

summer, with a partner selected in the fall, a development agreement in the fall or winter, and potential construction in 2027-30.

3. Police Patrol Zones Overview

Paul Liquorie, Police Chief, said he was going to provide Council with an overview of the new police patrol zones, the methodology used to develop them, and their benefits to the community. He said the guiding policy of the HSPD is purposeful policing. He said that best practice in law enforcement is for shift time to be allocated no more than 60% to calls and 40% non-call related activities. Holly Springs Police, on the other hand, are spending 25% of their time on calls for service and 75% on other activities, which presents an opportunity to better utilize this discretionary time, by being where they are most likely to be needed, i.e. shopping centers at holiday shopping time. He said that on average fewer than 5% of all calls for service result in a report and/or arrest.

Chief Liquorie described the current way patrols are organized with six zones and officers not formally assigned to a particular zone. The new plan divides the town into four zones, two east of NC 55 and two west of NC 55. He outlined methodology including the dispatched calls for service (CFS) in the four zones (as well as the Talks with Officer) and the geography, response times, and projected growth that affected the decision to divide the area in this manner. As an example, he showed how calls for service in the Carolina Springs subdivision had grown between 2022 and 2025 as more houses became occupied. He showed the outlines of each zone, with the major roads and subdivisions and commercial within each.

Chief Liquorie described full staffing as being a Sergeant and Corporal with 10 officers (one a K-9 officer), providing two patrol cars per zone, plus a float car assigned to the East and one to the West to cover when needed, and the two supervisors. Minimum staffing would be one supervisor and six officers, which would put one patrol in each zone with two floating – one for East and one for West district. The benefits of this patrol zone plan to the community include the sense of ownership, and better knowledge and understanding of the area patrolled by officers. It will also allow for faster response times, greater opportunities to engage more of the community, provide more thorough patrol coverage throughout town as it grows, and improve officer safety.

Chief Liquorie said we have had this lined up for some time, but are relying on the County to load it into the CAD system so we can implement it through dispatch. He said they expect to go live around the first of the year.

Council member Drees asked about tracking the data to make adjustments in the future. Chief Liquorie said they will see how the growth is, and they will use a data-based approach, tracking improvements in response times as well as how often a float car has to fill in on a zone. Council member Drees asked about exceptional circumstances and if they had planned for those. Chief Liquorie said this plan is for normal days, but they have planned what to do for other types of circumstances including holding shifts over, calling shifts in early and other options. Randy Harrington, Town manager asked Chief Liquorie to speak to our mutual aid agreements. Chief Liquorie said that we are part of a regional SWAT team which includes Cary, Holly Springs, Morrisville, and Garner and may soon include Apex. That gives us the volume we need and specialties that would be important during an exceptional incident. He discussed the planning that the group is working on and an upcoming training session Holly Springs is hosting. He said they train together and plan together.

4. Public Records Requests Process and Holiday Parade Float

Linda McKinney, Town Clerk, said that at Council's request she was providing an overview of the Public Records request process. She said that prior to her tenure, people had to email the clerk, which meant some people didn't know how to request information. The creation of a form on the website in 2019 increased the number of requests, but made it easier for the public to get the records they wanted. This form sends an automatic confirmation email to the requestor and is received by both the Clerk and Deputy Clerk. Requests are routed to the department which has the record, reviewed by the Legal Department if necessary, and then released to the requestor. She outlined the most common request types received. Ms. McKinney said that as of October 31st 319 requests had been received, 13% of them from just two people. Of these, 76% were fulfilled within 48 hours of the Clerk's office receiving them and 92% are fulfilled within 10 calendar days. State statute does not give a firm time frame for responding, stating only "as promptly as possible." She gave examples of reasons that might cause a response to take longer than 10 calendar days. She said that challenges in responding to requests include increasing numbers of requests. From an average of 1.1 per workday in 2024, so far 2025 has averaged 1.5 per workday. The complexity of requests is increasing with one request last week taking 4 hours of staff time to complete. All of the staff involved in responding to these requests have other duties which cannot always be delayed in order to respond quickly to a request.

Council asked if there was software that could make some of these tasks easier and whether AI could be used to increase efficiency. Ms. McKinney said that she was aware of some software and was in communication with the IT department to look for ways to improve the process.

Council was then asked to choose which float they would like for the upcoming Happy Holly Days Parade, Frosty or the Penguins. Consensus was Frosty.

5. Holiday Decorations

Cassie Hack, Director of Communications and Marketing, said she was here to update Council on the status of upgrading the holiday decorations in Downtown. She outlined the issues with the old decorations and their storage. She said they decided to stick with our "brand" colors of blue and green, and to lean into nondenominational symbols, like snowflakes. She said they decided to go with snowflake lights, and were able to use some of the old snowflakes with changed bulbs so that they all match. Decorations will be in the Town's blue and green colors and will include a selfie-station, for residents to take holiday photos, as well as decorations for the shorter light poles. Storage is in a large watertight truck – the Holly Jolly Truck.

Ms. Hack showed the area downtown where the new decorations will be displayed and areas that could be expanded into in the future if funds were available. She said this was a team effort with input from multiple departments across town, and said that Public Works will begin installing downtown decorations on November 12th, after the Veterans Day holiday with a Town Council "reveal" prior to the November 18th Council meeting.

Council member Drees asked if downtown businesses had been consulted in case they want to coordinate their decorations. Ms. Hack said that the Economic Development Department works with them and there is a meeting scheduled for Dec. 2nd with downtown businesses to discuss.

6. Open Discussion: none.

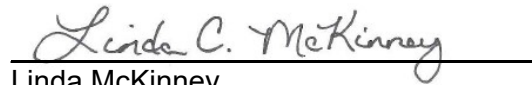
7. Closed Session: Council entered into closed session pursuant to N.C.G.S. 143-318.11(a)(3) to consult with the Town Attorney on *Greenhawk v. Town of Holly Springs*, and N.C.G.S. 143-318.11(a)(4) to discuss an economic development project with a motion by MPT Berry and a second by Council member Hewetson and a unanimous vote.

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

8. Adjournment:

Motion to adjourn was made by Council member Deshazor seconded by MPT Berry and passed with a unanimous vote. The November 10, 2025 workshop meeting of the Holly Springs Town Council was adjourned at 8:24 pm.

Respectfully submitted on Tuesday, December 16, 2025.

A handwritten signature in cursive script, reading "Linda C. McKinney", is written over a horizontal line.

Linda McKinney
Town Clerk