MINUTES

The Holly Springs Town Council met in regular session on Tuesday, October 6, 2020 in person and via video conferencing. Mayor Sears presided, calling the meeting to order at 7 p.m. A quorum was established as the Mayor and five Council members were present as the meeting opened.

Council Members Present: Mayor Sears, Mayor Pro Tem Dan Berry, Councilmen Peter Villadsen, Shaun McGrath and Aaron Wolff, and Councilwoman Christine Kelly.

Council Members Absent: none.

Staff Members Present in Chambers: Randy Harrington, *Town Manager*; Daniel Weeks, *Assistant Town Manager*; Scott Chase, *Assistant Town Manager;* John Schifano, *Town Attorney*; Linda McKinney, *Town Clerk* (recording the minutes); Mark Andrews, *Communication and Marketing*; Jeff Wilson, *Director, IT;* Mathew Mutter, *IT;* Kathy White, *Deputy Town Clerk; C*assie Hack, *Director Communications and Marketing*; Melissa Sigmund, *Development Services*; Gina Clapp, *Development Services;* Elizabeth Goodsen, *Development Services*; Rachel Jones, *Utilities and Infrastructure*; Tim Athy, *Utilities and Infrastructure*; Patty Dressen, *Interim Director of Finance*.

Staff Members Present via video conferencing: Kendra Parrish, *Executive Director, Utilities & Infrastructure Services*; and Leroy Smith, *Fire Chief;* LeeAnn Plumer, *Director Parks and Recreation*; Paul Liquorie, *Police Chief.*

2. and 3. The Pledge of Allegiance was recited followed by an invocation by Pastor Sandy Byrne of Oasis Church.

4. Agenda Adjustment: The October 6, 2020 meeting agenda was adopted with changes, if any, as listed: move item 9 off Consent for discussion.

Motion: Berry
Second: Wolff
Vote: Unanimous

Public Comment: Public Comment was requested in writing prior to the meeting. The following number of comments was received and provided to the Council prior to the meeting: one comment against the recently passed Ordinance 20-04.
Copies of this comment is attached to these minutes.

Recognitions

5. National Planning Month / American Planning Association – NC Marvin Collins Award Presentation

Melissa Sigmund, Development Services, said that October is the American Planning Association's National Community Planning Month. Planning helps create access and opportunities for all, and helps create communities of lasting value. She discussed some of the community benefits of planning, and outlined some recent major planning projects in Holly Springs. Mr. John Anagnost of the North Carolina chapter of the American Planning Association presented the Town

with the Marvin Collins Specialized Plan Honorable Mention Award for the Vision Holly Springs Future Land Use Plan.

Consent Agenda

The Council passed a motion to approve all items on the Consent Agenda with the exception of Item 9. The motion carried following a motion by MPT Berry, a second by Councilman McGrath and a unanimous vote. The following actions were affected:

6. Minutes – The Council approved minutes of the Council Business meeting held September 15, 2020.

7. Avent Ferry Road Realignment NCDOT Municipal Agreement – The Council approved the NCDOT Municipal Agreement for Avent Ferry Road Realignment Transportation Bond Project.

8. Locally Administered Projects Program Grant Applications – The Council approved LAPP Grant applications for the following Transportation Bond Road Projects: NC 55 Right Turn Lane – Holly Springs Rd. to Main St., and Main St. right turn lane – Earp Street to Holly Springs Road; and Lapp Grant application for the following Bike/Pedestrian Projects within Transportation Bond Road Projects: Holly Ridge Schools Pedestrian Safety improvements – Flint Point Lane to Middlecrest Way, and Middle Creek Pedestrian Crossing – Lumina Place to Sunset Fairways Drive.

10. Voluntary Annexation A20-06, 9024 Wesley Court - The Council adopted Resolution 20-28 directing the Town Clerk to investigate the sufficiency of annexation petition A20-06 and set public hearing for October 20, 2020.
A copy of Resolution 20-08 is attached to these minutes.

11. Recording and Close Out of Remaining Utility Bond Proceeds – The Council approved a Budget Amendment to record unspent bond proceeds. *A copy of the budget amendment is attached to these minutes.*

12. Advanced Metering Infrastructure (AMI) and Water Ap – The Council approved a service agreement with Meter Sys for optimization of Advanced Metering Infrastructure (AMI) Network and implementation of Smart Water App in the amount of $129,900.

13. Installment Financing for Public Works Vehicles – The Council approved installment financing contract with Truist Bank, Resolution 20-29 for Financing Terms and Documents for Public Works Equipment and Vehicles acquisition, and a budget amendment in the amount of $550,000 to record installment financing. *A copy of Resolution 20-29 and a copy of the budget amendment are attached to these minutes.*

14. Update to Cemetery Policy, P-042.2 – The Council approved Policy P-042.2, Cemetery Rules and Procedures. *A copy of Policy P-042.2 is attached to these minutes.*

15. Development Plan Extension Request for Townhomes at Avent Acres (98-MULTI-05-A01) – The Council granted four 6-month extensions for 98-MULTI-05-A01 Townhomes at Avent Acres to extend the expiration date from March 12, 2019 to March 12, 2021 as requested by William Barker.

9. Pine Springs Preparatory Academy Mobile Classroom Extension – The Council moved this item off of Consent for discussion.

Councilwoman Kelly said that with all the activity going on in this area, she wanted to make sure everyone can be aware of what is going on at Pine Springs Preparatory Academy, and that the circumstances that lead Councilman Villadsen to recuse himself last time a Pine Springs Academy

item came before Council do not apply at this time. She asked for a quick overview of the goals of the project.

Rachel Jones, Utilities & Infrastructure said that they had started site work for the new building, the signal design was approved by NCDOT and they are looking at getting mast arm delivered to the site. The goal is to open this part of campus next August. Councilwoman Kelly asked whether the school had met with the neighboring communities. Ms. Jones said that they have spoken to the Arbor Creek Community and she will ask them about the other community in the area and get back to Council.

Councilman Wolff asked if the new building would alleviate the need for the mobile units. Ms. Jones said that is the intent.

Councilman McGrath said that he went to the Arbor Creek HOA meeting. He passed on that the Town is working on traffic calming measures and he asked them to be part of that discussion, because traffic will continue to increase as the Town grows.

Action: Motion to grant a one-year extension for Pine Springs Preparatory Academy Mobile Classroom use from January 1, 2021 to January 1, 2022, with conditions as stated in the agenda packet.

Motion by: Villadsen
Second by: Berry
Vote: Unanimous

NEW BUSINESS

16. <u>Carolina Springs Phase 1 Preliminary Plan 20-MAS-01</u>

Melissa Sigmund, Development Services, said that the purpose of this item was to consider the Preliminary Plan for Carolina Springs Phase 1. She said that this was in line with what Council has heard from the developer in past presentations. The site is within the Carolina Springs PUD on either side of Woodfield Dead End Road, with Carolina Springs Boulevard running through the northern third. The Preliminary Subdivision Plan is for the Village Square and Neighborhood Districts, with 426 residential dwelling units consisting of 313 townhomes, 8 two-family homes, and 105 single family homes, as well as the 25-acre Town Park land. This conforms with the development standards of the PUD. Ms. Sigmund discussed that this parcel is designated Mixed Residential Neighborhood and Regional Center in the Future Land Use Plan, and is zoned PUD Planned Unit Development.

Rachel Jones, Utilities and Infrastructure, said that the Traffic Impact Analysis had shown the future need for three signals with the buildout of the development, which will be designed and installed by Carolina Springs/Lennar. She also showed the future 3rd right turn lane, for which the developers will pay a fee-in-lieu. Ms. Jones said that there would be widening and turn lanes for a portion of Woods Creek Road and Woodfield Dead End Road, and new construction of Carolina Springs Blvd. intersecting with Woodfield Dead End Road. She also showed the connected greenways which would be created.

Ms. Jones said that the Hydraulic Fire Flow Analysis Report has been finalized. Reclaimed water model will be finalized prior to construction drawing submittal. She showed where the lines would go for water, reclaimed water, and sewer, and how they would be stubbed out to adjacent properties for future connection.

Rick Madoni, Planning Board, said that the Planning Board voted to recommend with a vote of 7-2-0. Those voting against the motion were Mr. Urquhart who would like to see a greater percentage of single-family dwellings, and Mr. Crandall who was concerned about the lack of information and the potential taxpayer liabilities down the road. The Planning Board discussed the locations of the single-family homes, the TIA phasing, and the 2-acre Town park. They wanted to know who would be responsible for water and sewer to the park. They discussed the residential / nonresidential balance, the presence or not of EV charging stations and solar. They requested that

Council review the number of townhomes in Phase 1 compared to the number of single-family homes.

Mayor Sears asked for news on the Iceplex. Gina Clapp, Development Services, said that Calvert Ice Sports Academy is doing some fund raising for the project. They are putting construction on hold while they do this and expect to be back to the table in 2 to 3 months.

MPT Berry asked if the number of units was in compliance with what is laid out in the agreement, and if the developer was relying solely on the Iceplex to meet the nonresidential component. John Schifano, Town Attorney, said that it is in compliance with the agreement. In order to get the next set of residential, they would need to have an additional 20,000 sq. ft. of nonresidential.

Ms. Clapp said the way the IRA is written, Council can approve any number residential units. It is the Certificates of Occupancy (CO) that will not be issued until the 20,000 sq. ft. And the Iceplex does not count towards that square footage.

Councilman McGrath asked about greenways, and if they were connected to 12 Oaks. Ms. Jones said that there is a condition in the packet that speaks to that. Parks and Recreation is working with the developer on greenway connections. It is being discussed and the intent is to have the full connectivity with 12 Oaks. The intent is to have sidewalk connectivity along Woods Creek Rd, at some point in the development. That is ultimately the goal, but it is still in a conceptual stage at this point. Councilman McGrath said he didn't want to create another island community. Ms. Jones said the applicant can speak in more detail to that, but there is a long-term plan to extend the greenway to other developments. Councilman McGrath then asked where things stood with the bridge on Old Holly Springs Apex Rd. Ms. Jones said that staff had no new information on that from NCDOT, but she can look into it and share it with Council in an upcoming Friday briefing memo.

MPT Berry asked if this connectivity would happen as part of Phase 1. Mr. Schifano said the developer has three years from the first CO to build that connection.

Councilman McGrath asked if there was a plan for stub-outs for sewer and water to the Town Park. Ms. Jones said the east-west road that borders the park will have water and sewer lines. Once there is a design for the park those lines will be extended through the park as needed.

Debbi Ferm of Withers Ravenel gave a presentation on the preliminary subdivision plan. She said the greenway has to go through Duke land, so they have to get their approval. They intend to start that process as soon as this Phase is approved. She reviewed the PUD plan that was approved last year, discussing density standards for the Village Square District and Neighborhood Districts. She showed the location of pocket parks, and the locations of the single-family homes, and townhomes, and the Village Square. The idea is to be more dense around the Village Square District and get less dense the farther out you get. Pocket Parks 1 and 2 are like trailheads for greenways, and Pocket Park 3 is more integrated into the Village Square. She showed examples of elevations for the townhomes and single-family homes.

Mr. Nate Bouquin of Ramey Kemp showed the plans for traffic improvements. This phase triggers turn lanes along Woods Creek Rd. and there are improvements at the intersection of Woods Creek and Old Holly Springs Apex Road.

Councilwoman Kelly asked if there was handicapped parking at the pocket parks. Ms. Ferm said there are accessible spaces at each pocket park and an accessible route to each walkway. Councilwoman Kelly asked if EV charging stations were in the plan for any of these locations. Ms. Ferm said she thought that would be decided at the construction drawing level.

Action: Motion to approve Carolina Springs Phase 1 with the conditions stated in the agenda packet.

Motion by: Wolff
Second by: Villadsen
Vote: Unanimous

OTHER BUSINESS

Mayor Sears said that in Wake County, 2 days ago there were 16,293 COVID19 cases with 213 deaths; in our zip code there were 371 cases with 1 death. He said that we are doing well but that doesn't mean stop wearing a mask, washing your hands and staying 6 feet apart. This is not going to go away quickly, or be easy to get through, but you do not need to stay in your home.

Councilwoman Kelly said she was happy to see the new Police Chief out and about and meeting people in the community. He participated in the Prayers in the Parks and is trying to get to know different communities in Town. Congratulations on reaching Phase 3. She reminded residents that early voting starts Oct. 15 and there is a location at the Hunt Center. She said you should think about your voting plan and don't forget to fill out your Census.

Councilman Villadsen thanked the Police and Fire Departments for participating in National Night Out this evening. He said he looks forward to hearing about it.

Councilman McGrath said that faith communities coming together for Prayer in the Park was a positive thing, and it pleased him to see people coming together. This month, when people can be divisive and forget that we have more in common than we have differences, it is good to see Holly Springs modeling unity. He asked people to think about people who are having a tough time. The suicide rate is going up, on the military side, and civilians. If someone looks like they aren't doing well, please ask the simple question.

Councilman Wolff said that Wake County public schools announced their plans to return to in-person instruction. In talking with teachers, he found that the funds to get their classrooms set up socially distanced, with basic cleaning supplies, is still lacking. He asked people to reach out to a teacher to see what you can do to help them get their classroom ready.

MPT Berry said that October is Breast Cancer Awareness month. He congratulated the survivors and sent his sympathy to those going through it.

Mayor Sears said that we are not cancelling Halloween. Dr. Cohen, of NC Department of Health and Human Services (NCDHHS) has posted some recommendations for celebrating safely. The most interesting was to have a PVC pipe from your door to the sidewalk to send candy to trick or treaters.

MANAGER'S REPORT

Randy Harrington, Town Manager, said to add to the Mayor's Halloween comment, town staff will be sharing the DHHS guidance with the community. One of the key pieces is to avoid large indoor parties which can be spreaders of COVID 19.

Mr. Harrington said that a few minutes ago we had the opportunity to dedicate the public parking deck next door. He wanted to particularly call out Kimberly Keyes and Aaron Levitt for their unstinting work on this parking deck, which is a great addition to downtown and getting lots of use.

GoTriangle bus route 305 Holly Springs to Apex – NC State – Downtown Raleigh starts October 11th. There are 2 stops, one downtown and Ting Park. We are the last community in Wake County to receive bus service, but we appreciate the partnership with GoTriangle.

At your next meeting Scott Chase will provide more information about the realignment. On Oct. 1st we did a "light switch flip", and we will outline that more at a future meeting. Development Services combined parts of Code Enforcement, Planning & Zoning, and Engineering. Gina Clapp has announced her retirement on January 8th. In the meantime she will be working on special projects. Utilities & Infrastructure, lead by Kendra Parrish, Executive Director of Utilities and Infrastructure, and Public Works continues to be led by Luncie McNeil, and has incorporated Facilities Management under their Department.

MPT Berry said that October is Fire Prevention Month. It will look and feel different this year, but don't forget to test your smoke detectors, have a plan to get out of your house, and stop, drop and roll.

CLOSED SESSION: none

Adjournment: Councilman Berry made a motion to adjourn at 7:50 pm. It was seconded by Councilman Wolff and passed with a unanimous vote.

Respectfully Submitted on Tuesday, October 20, 2020.

Linda C. McKinney

Linda C. McKinney, Town Clerk

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