Holly Springs Town Council
7:00 PM **Tuesday, November 30, 2021**
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, November 30, 2021. Mayor Sears presided, calling the meeting to order at 7 p.m. A quorum was established as the Mayor and four Council members were present in the Chamber as the meeting opened.

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

Council Members absent: Councilman Shaun McGrath.

Staff Members Present in Chambers: Randy Harrington, *Town Manager*; Scott Chase, *Assistant Town Manager*; Daniel Weeks, *Assistant Town Manager;* John Schifano, *Town Attorney*; Linda McKinney, *Town Clerk* (recording the minutes); Jeff Wilson, *Director, IT;* Mathew Mutter, *IT;* Kendra Parrish, *Executive Director of Utilities & Infrastructure*; Aaron Levitt, *Utilities & Infrastructure*; Tim Athy, *Utilities and Infrastructure;* Chris Hills, *Director, Development Services;* Sean Ryan, *Development Services; Rachel Jones, Development Services;* Cheryl Caines, *Development Services;* Elizabeth Goodson, *Development Services*; Corey Petersohn, *Administration*; Cassie Hack, *Director, Communications;* Irena Krstanovic*, Director, Economic Development;* Paige Scott, *Director, Public Works*.

2. and 3. The Pledge of Allegiance was recited followed by an invocation by Pastor Horace Ferguson, Pastor Emeritus of Holly Springs United Methodist Church.

4. Agenda Adjustment: The November 30, 2021 meeting agenda was adopted with changes, if any, as listed: none.

Motion: Berry
Second: Villadsen
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, and the Clerk was asked for any written comments received prior to the meeting.

The following written comments were received: none.
The following comments were received in person: none

RECOGNITIONS

5. Tenth Anniversary of NC Quick Pass Proclamation

Denis Jernigan of the NC Turnpike Authority gave a presentation on the 10th anniversary of the NC Quick Pass and said that Mayor Sears had been an original signer to the Regional Transportation Alliance.

Mayor Sears presented NCDOT with a proclamation proclaiming December 8, 2021 as NC Quick Pass Day in Holly Springs.

PUBLIC HEARINGS

6. 1317 N. Main St., My Computer Career, and Sportsmanship Crossing Master Plan 21-MAS-03 and Development Plans 21-DP-06 and 21-DP-07

Cheryl Caines, Development Services, said the applicant has requested waivers that require a public hearing, and that there is a Master Plans and Development Plans to be considered for My Computer Career and Sportsmanship Crossing. Waivers are being requested on the 1317 N. Main Development Plan to allow alternate compliance for Tree Preservation by allowing perimeter yards and bufferyards to count towards the minimum tree preservation; for Street Design and right-of-way reservation to allow local street to have sidewalks on only one side of the street; for buffer areas to allow for a portion of the undisturbed buffer area along NC 55 to be disturbed; and for underground utility installation to allow a fee-in-lieu of burying overhead utility service along Main Street. Waivers are being requested on the Sportsmanship Crossing for Building Massing and Façade Treatment to allow alternate compliance with the 4" depth of building bay requirement; to allow an increase in continuous roofline to 190 feet; and to allow a reduction in the minimum off-street loading dimensions from 12 feet in width and 55 feet in length, to 10 feet in width and 25 feet in length.

She oriented the audience to the location of the property and its zoning as CB Community Business and R-MF-15 Multi-Family Residential, and its designation as Mixed-Use Center on the Future Land Use Map.

Rachel Jones, Development Services, said that there were five intersections studied for the Traffic Impact Analysis. Sportsmanship Way is designated to be a 3-lane road on the Comprehensive Transportation Plan and that re-striping for turn lanes, and enhanced pedestrian crossing signals are the plan for this frontage, while Main Street will be widened to half the ultimate cross section, with a fee-in-lieu of median with a right-in right-out with a "left over" intersection. NC 55 will have an additional 20 feet of right-of-way dedication, and fee-in-lieu of future traffic signals along Main Street will be collected. She showed the location of proposed crosswalks and the bus stop. She showed the water and sewer connections to the site. Ms. Jones showed where the proposed greenway would go, and how it will connect to the existing greenway stub off of sportsmanship way.

Rick Madoni, Planning Board, said that the Planning Board recommended approval of the Master Plan, with a vote of 7 – 1, and the Development Plans 8-0. He said the Planning Board discussed the location of the bus stop, the greenway connection, how the performing arts center would affect parking, and parking in the residential section.

Mayor Sears opened the public hearing and the following sworn testimony was received:

Laura Holloman, of McAdams, spoke for the applicant. She reminded Council that the property was rezoned to the current zoning in April of 2021. In June 2021 the Master Plan and Development Plans were submitted to staff. She showed the Master Plan layout of the two sections of the property. She said the tree preservation area allows an undisturbed area adjacent to Avent Acres with a 30' type A buffer. There are also TP areas along N. Main and the southern portion where possible.

Ms. Holloman said the My Computer Career headquarters would be a Class A commercial office building of four stories and 83,089 square feet, which exceeds the minimums required in the CB zoning district. She said the emphasis would be on high quality, mindful design, and showed a rendering of the building. She talked about making the area a pedestrian-friendly area with efficient, green design. She showed a rendering of the full build-out, including the performing arts center. She showed the layout of the Sportsmanship Crossing affordable housing section, with six apartment buildings and a clubhouse and outdoor recreation. She said they are meeting the parking requirements, and utilizing a shared parking agreement with the commercial portion during weekend and off-peak hours. She showed elevations for the apartment buildings and said that they meet the UDO in terms of building materials.

There was discussion about how the right-in-right-out would be constructed to prevent left turns, and how people who needed to travel in the opposite direction could be routed.

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

There was discussion around the Waivers for overhead utilities and sidewalks.

Action: Motion to adopt Resolution 21-25 to make and accept the Findings of Fact for consideration of and to approve Waivers for Master Plan 21-MAS-03.

Motion by: Villadsen
Second by: Kelly
Vote: unanimous

There was discussion over which Resolution contained the waivers, and how to amend it.

Action: Motion to amend Resolution 21-25 to remove Part four.

Motion by: Berry
Second by: Kelly
Vote: unanimous

There was further discussion about the sidewalk waiver.

Action: Motion to amend Resolution 21-25 to remove Part two.

Motion by: Berry
Second by: Villadsen
Vote: unanimous
A copy of the amended Resolution is attached to these minutes.

Action: Motion to adopt Resolution 21-26 to make and accept the Findings of Fact for consideration of and to approve Waivers for Development Plan 21-DP-06.

Motion by: Wolff
Second by: Berry
Vote: unanimous

Action: Motion to approve 1317 N. Main St. Master Plan, My Computer Career Development Plan, and Sportsmanship Crossing Development Plan with the conditions stated in the agenda packet.

Motion by: Wolff
Second by: Kelly
Vote: unanimous

7. Unified Development Ordinance Rewrite

Sean Ryan, Development Services, said the purpose of this item was to consider adoption of the new Unified Development Ordinance (UDO). He acknowledged the hard work of the Town Council, Planning Board, Board of Adjustment, Tree Advisory Committee, UDO Steering Committee & Stakeholders, staff, the consulting team, and the community have done to get to this point. He said the current UDO was adopted in 2002 and has had 22 supplement updates. The 2019 Land Use & Character Plan Update identified the need for a new UDO.

He outlined the project engagement from Stakeholders, the Steering Committee, the Public and Town Council. Mr. Ryan discussed the balance that was sought from each of these groups.

Erin Perdue of Stantec then touched on the Land Use and Character Plan, and the goals of the revision. She outlined the process that was gone through to come up with this new UDO. She presented four "case studies" of how the new UDO could be applied in different hypothetical scenarios.

Mr. Ryan said that a major change would be the combining of the Planning Board and Board of Adjustment, with the end goal of a portion of the Planning Board serving as the Board of Adjustment with the remaining members serving as alternates. He explained how this would be phased in over a three-year period. He said that at least 13 other jurisdictions in NC have merged boards and responded to staff's questions. He said that the Board of Adjustment receives 2-3 cases per year. He outlined the benefits of merging the Board of Adjustment into the Planning Board.

Mr. Ryan said next steps, should Council approve the revised UDO, would be the adoption of a new Zoning Map in early 2022 and the UDO taking effect on March 1, 2022 after public input, Planning Board recommendation, and another public hearing.

Rick Madoni, Planning Board representative, said that the Planning Board recommended approval with a vote of 8-0-1. He said that Planning Board requested a comparison chart showing the differences between the current UDO and the revision.

There was discussion about the public input and the merging of the Planning Board and Board of Adjustment.

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

Laura Holloman, Senior Planner with McAdams, submitted a comment in writing requesting additional flexibility for properties that could not connect to utilities without hardship. *A copy of the comment is attached to these minutes.*

Suzanne Harris, VP of Governmental Affairs with Home Builders Association of Raleigh-Wake County, submitted a comment in writing opposing the open space change to 30%, the rear loaded driveway requirement, the requirement for connected streets, and the sidewalk requirements for developments generating more than 1,000 vehicle trips per day. *A copy of the comment is attached to these minutes.*

John Myers said he had sent a letter earlier regarding a property he purchased several years ago (the property mentioned by Ms. Holloman in her written comment). He said he would request that properties with extenuating circumstances have a path forward, through waivers or another method, to find a way forward to development.

Joe Padilla with Smith Douglas Homes, said they focus on high quality obtainable housing. There is a lot in the UDO that opens up opportunities for more flexible housing. But he said two provisions go against providing affordable housing. One is the requirement for an alley behind homes that are below a certain width. The other is the provision to extend a sidewalk for a half mile out of every property. That can be difficult and expensive. This is important because Holly Springs is getting to be prohibitively expensive and many essential workers cannot afford to buy homes. He asked that Council wait until after the Housing Affordability Committee is formed and has a chance to comment on what changes to the UDO could help with affordable housing.

Joel Geniesse, 204 Middlecrest Way, with Smith Douglas Homes said he has lived here for 7 years. He's been building for over 25 years, but Holly Springs is not a "good ladder" for people in the beginning of home ownership. He said there is not enough housing that is affordable for first time buyers. He wanted to drive home the point that the UDO doesn't address the chance for all citizens to be able to continue to live in Holly Springs. He said the rear load garage is more expensive, and makes the smaller backyard less useable.

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

Council discussed delaying the implementation until after the Housing Affordability Study was completed and that they could approve the UDO now and amend it after the study if they chose. There was discussion about waivers and alternative measures for special circumstances, and the Council's plenary authority to regulate curb cuts.

Action: Motion to adopt Ordinance 21-48 to adopt the statement of compatibility and to adopt the new Unified Development Ordinance.

Motion by: Kelly
Second by: Villadsen
Vote: unanimous

8. Voluntary Annexation A21-01, Optimist Commons

Sean Ryan, Development Services, said that the Town received a petition for annexation for 13.7 +/- acres along Optimist Farm Road. The petitioner, Optimist Commons, LLC, has requested a delay until the second meeting in January, in order to bring the annexation and the development plan to Council at the same time.

Mayor Sears opened the public hearing

Action: Motion to continue the public hearing to the January 18, 2022 meeting.
Motion by: Berry
Second by: Wolff
Vote: Unanimous

Consent Agenda

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

9. Minutes – Council approved the minutes of the business meeting held November 2, 2021, and the workshop meeting held November 9, 2021.

10. Legal Settlement Budget Amendment – The Council approved a budget amendment appropriating $85,000 from general fund available fund balance for settlement agreement.
A copy of the budget amendment is attached to these minutes.

11. Avent Ferry Road/Holly Meadow Drive (Holly Glen) Signal Design Contract - Council awarded and authorized the Town Manager to sign and execute the signal design contract for Exult Engineering for a flat fee of $82,900 for the Avent Ferry Rd and Holly Meadow Drive intersection in Holly Glen.

12. Land Acquisition Agent New Position Recommendation – Council approved a new Land Acquisition Agent full-time position within Utilities and Infrastructure (salary Grade 79).

13. Public Works Position Reclassification – Council approved a reclassification of Public Works Technician (salary Grade 70) to Streets Manager (salary Grade 78).

UNFINISHED BUSINESS

14. Green Oaks Tech Center Planned Unit Development 21-PUD-01

Elizabeth Goodson, Development Services, said that a public hearing was held on this on October 19, 2021, but decision was tabled to tonight's meeting to allow the Developer Agreement to be negotiated. She showed the location of the property between Holly Springs New Hill Road and Thomas Mill Road. It is approximately 120 acres, and is partially in the Town Limits and partially in the ETJ. The annexation will follow with the next step of the process when the Master Plan comes to Council. The request is to rezone to property to Planned Unit Development (PUD) and to approve the PUD Master Plan.

Ms. Goodson gave the following highlights of the Developer Agreement:

- Old Holly Springs Apex Rd./ Holly Springs New Hill Rd. design and construct intersection realignment, with the Town's portion capped at $1.7 million;
- Contribute a fee-in-lieu of $486,800, toward the proportionate impact to GB Alford/NC-55;
- Contribute a fee-in-lieu of $21,000 toward the proportionate impact for improvements at the intersection of Old Holly Springs Apex Rd. and Bennet Knoll Parkway.

Ms. Goodson outlined the potential funding partnerships for the realignment of Old Holly Springs Apex Rd. and New Hill Road, showing amounts identified to date, future collections, and the Town's maximum contribution.

Action: Motion to adopt Rezoning Ordinance RZ21-05 to adopt statement of compatibility and to approve the rezoning and PUD Master Plan.

Motion by: Villadsen
Second by: Kelly
Vote: unanimous
A copy of the Rezoning Ordinance is attached to these minutes.

Action: Motion to approve a Development Agreement for Green Oaks Tech Center with Crescent Communities.

Motion by: Kelly
Second by: Wolff
Vote: unanimous

Action: Motion to adopt Streets Capital Project Ordinance 21-51 and Streets Reserve Ordinance 21-52 transferring $1.7 million to the capital project.

Motion by: Wolff
Second by: Berry
Vote: unanimous
Copies of the Ordinances are attached to these minutes.

NEW BUSINESS

15. Naming of "Dick Sears Field at Ting Stadium"

Mayor Pro Tem Berry spoke about the years of service Mayor Sears has given to Holly Springs and the many achievements of his long tenure. He said that Council wished to honor Mayor Sears for his 20 years of service to the Town of Holly Springs, and announced at his farewell event on November 18th their intention to do so by naming the field at Ting Stadium "Dick Sears Field at Ting Stadium." He spoke about the Mayor's love of baseball, his philosophy that "If it's good for the kids it's good for Holly Springs" and his dedication to the Salamanders as a season ticket holder.

Action: Motion to adopt the name "Dick Sears Field at Ting Stadium" in honor of Mayor Sears' 20 years of public service as Mayor of Holly Springs.

Motion by: Berry
Second by: Villadsen
Vote: unanimous

16. Non-discrimination Ordinance

John Schifano, Town Attorney, said that Wake County passed a Non-Discrimination Ordinance and invited municipalities to sign on to it. Council discussed at their November workshop the content of that ordinance and the issues around enforcement. Staff was asked to bring some options back to Council that would show their support for non-discrimination either by passing a town ordinance, or other means. He outlined the purpose of a non-discrimination Ordinance. He outlined the Wake County Ordinance, the enforcement issues, and current case law.

Mr. Schifano offered a proposed resolution that would state that Council fully supports the 1964 Civil Rights act, welcomes all people, and supports diversity. It would find that intentional discrimination is detrimental to the health, safety, and welfare of the community, and denounces and condemns discrimination of any person based on race, ethnicity, creed, color, sex, marital or familial status, sexual orientation, gender identity or expression, national origin or ancestry, pregnancy, National Guard or veteran status, religious belief or non-belief, age, or disability.

Council discussed the pros and cons of a Resolution versus an Ordinance. There was discussion about why Council wanted to support this and the numbers of residents who would likely be affected by such action, as well as the desire of companies looking to relocated to Holly Springs to have action in this direction. They discussed passing both, or passing the Resolution with language added to require Council to discuss passing their own ordinance if, after monitoring the process of Raleigh signing on to the Wake County Ordinance and the interlocal agreement required for that, it was decided not to participate in the Wake County Ordinance.

Action: Motion to adopt Resolution 21-29, with the amendment to add a sentence "Upon finalization of an interlocal agreement between Raleigh and Wake County, staff will report back to Council about the resolution to adopt the County ordinance. In the event Council decides not to adopt the County ordinance, Council will consider a town non-discrimination ordinance at the next business meeting."

Motion by: Berry
Second by: Villadsen
Vote: unanimous
A copy of the amended Resolution is attached to these minutes.

Council took a ten minute recess.

17. Friendship Utilities Design-Build Services and Infrastructure Reimbursement Agreement

Aaron Levitt, Utilities and Infrastructure, said the purpose of this item was to outline the proposed Friendship Public Utilities Extension project and award design-build Phase 1 contract, approve the Infrastructure Reimbursement Agreement, and approve the early procurement of equipment and materials necessary for the construction project. He gave background on the project from 2010 when utility lines to the NW area were designed and permitted with no end user in mind. In 2012 a pump station for the NW area was designed and permitted In August of 2021 when Amgen announced their project in the area, it was understood that their utility needs would be higher than what was predicted. Utilities need to be in service by February of 2023 to serve this site.

Mr. Levitt summarized the utilities needed to serve the area, and the increase needed due to Amgen's and other partner's needs. He identified some challenges with the project, including the bridge, supply chain delays, and construction market volatility. With the many challenges, staff decided that the way to accomplish this was a different delivery method. He said the benefits of Progressive Design Build Services include quick procurement of design/construction professionals; reduced time to the start of construction; design flexibility; reduced risk for the Town; reduced staff involvement; and budget stability. He outlined the projected costs involved, from the $1,917,687 preconstruction services costs, to approximately $17,008,538 for construction and $500,000 for land acquisition. He discussed potential needs for contingency funds, such as hitting rock, unsuitable soils, etc. He outlined potential funding sources from State funds, developer contribution, and town funds to cover the cost of the project.

Mayor Sears asked Bob Kenyon from Amgen to say a few words. He said he was the site head for Amgen. He said Holly Springs fits what Amgen is about. Non-discrimination is a core value for Amgen. He said Amgen is the oldest independent biotech company. The mission of the company is "to serve patients." He spoke about the investment in the community, and the creation of well-paying jobs. He said Amgen intends to active contributors and to be part of the community.

Council discussed what other projects would be impacted by this project and thanked their partners at Helix Ventures for working to get this project off the ground.

Action: Motion to award the following contracts/agreements and authorize the Town Manager to sign and execute the anticipated forthcoming contracts:

1. Design-Build Phase 1 (Pre-Construction Services): Southern Cross Timmons Group ($1,917,687)
2. Early procurement of pipe, equipment, materials, and property acquisition ($2,082,313)
3. Developer's Agreement (Helix Ventures, LLC)

Motion by: Villadsen
Second by: Berry
Vote: unanimous

Randy Harrington, Town Manager, added that it was important to note that partners bringing this forward include the State and he thanked Representative Erin Paré for her work on the Town's behalf.

18. Amgen Development Plan 21-DP-08

Cheryl Caines, Development Services, said the purpose of this item was to consider the Development Plan, Waivers to off-street loading location standards, and alternate compliance to architectural design standards for the Amgen project. The property is located between Friendship Road and US Highway 1, is designated Business and Industrial, and zoned Research & Technology.

Rachel Jones, Development Services, said there was a future interchange with US 1 planned off of Friendship Road and the road was planned to be a 4-lane median-divided road. She said that nine intersections were studied as part of the Traffic Impact Analysis (TIA) and two access points off of Friendship Road were proposed. There is a future greenway connection with adjacent municipalities being discussed, but this is not funded at this time. The TIA identified the need to widen Friendship Road across the property frontage and add turn lanes into the property. The intersection of Friendship Road with New Hill Holleman Road will require a signal and turn lanes. She said private utilities would be extended to the property and will be connected to the public utilities in partnership with the Town and the Friendship Master Plan, with sewer connection at a new pump station as part of that project.

Rick Madoni, Planning Board representative, said that the Planning Board recommended approval, with a vote of 8-0. Discussion included screening from adjacent sites, provisions for EV charging stations, solar, and multiple broadband providers. There was also discussion of sidewalks and greenways.

Jordan Brewer with Kimley Horne spoke for the applicant and gave a brief overview of the project. There will be an administrative office building in the front, and then warehouse and production sites in the back. There is a central utilities building and room reserved for a phase 2. Access points are on Friendship Rd. He showed the landscape plan and the appropriate buffers along the site. He showed conceptual renderings of the site, from an aerial view, from the front, and then from the other side.

Action: Motion to approve Amgen Development Plan with the conditions stated in the agenda packet.

Motion by: Kelly
Second by: Wolff
Vote: unanimous

19. Condemnation Resolution for Arbor Creek/Middle Creek Greenway Easements

John Schifano, Town Attorney, said that staff has been working to voluntarily acquire easements for this greenway, some of which are overlaid on existing sanitary sewer easements where a trail has been created long ago. Voluntary acquisition has been successful in a majority of cases; however a few property owners have not conveyed voluntary easements when offered fair market value. He said that eminent domain is necessary in his professional opinion. He showed on a map where the greenway is meant to go for approximately 3 miles, with 2 stream crossings, and a 10-foot wide paved, boardwalk, or bridge.

Council discussed the length of time staff has been negotiating with these property owners, and that negotiations would continue even after the start of condemnation. They discussed how fair market value was determined and what the next steps would be.

Action: Motion to adopt Resolution 21-27 to authorize eminent domain action to acquire greenway easements from various property owners for the Arbor Creek/Middle Creek Greenway.

Motion by: Villadsen
Second by: Berry
Vote: unanimous

20. Housing Affordability Study Advisory Committee Selection

Sean Ryan, Development Services, said that Council has been asked to make nine at-large appointments and one Town Council member appointment to the housing Affordability Study Advisory Committee. This is in line with Initiative 5.4: Complete a Housing Study and create a Citizens Affordable Housing Committee. He outlined the planning process to get to this point and outlined the charge of the committee to guide the plan through the end of the project, provide input on goals and priorities, provide feedback on findings from the market analysis and needs and gap analysis, and provide feedback on the feasibility and potential implementation considerations for the recommendations.

Thirty-two applications were received, and sent to Council ahead of this meeting. Mr. Ryan said it was recommended that members represent diverse backgrounds such as homeowners, civic nonprofit or religious organizations, real estate or developers, social services providers, financial institutions, home builders' associations, affordable housing developers or builders, and general interest advocacy groups.

Action: Motion to appoint the following people to the Housing Affordability Study Advisory Committee:

1. Devin Cofield
2. Joel Geniesse
3. Brooke Little
4. Frances Perkins

5. Jacob Rogers
6. Kimberly Sanchez
7. Sandra Stanislaus
8. Phaedrea Watkins
9. Jeremiah Caswell, with Sherry Presnall to take his spot should he decline

Motion by: Berry
Second by: Kelly
Vote: unanimous

Action: Motion to appoint Wolff to serve as a representative of the Town Council to the Housing Affordability Study Advisory Committee.

Motion by: Wolff
Second by: Berry
Vote: unanimous

21. Economic Development Investment Policy P-008.03

Irena Krstanovic, Director of Economic Development, said the purpose of this item was to approve the Economic Development Investment Policy. She identified the Strategic Priorities that support this policy and said that the current policy was adopted in 2005 and updated in 2016. The new proposed policy would simplify existing policy to expedite decision making, incorporate additional investment tools, align with Wake County's target industries, and restructure the minimum requirements for investment and jobs to offer more flexibility. She said the target industries are Life Science, IT & Technology, Advanced Manufacturing, Cleantech & Smart Grid, and Corporate or Divisional Headquarters. She outlined the policy tools and explained how they have been used in the past or could be used in the future to attract economic development to Holly Springs.

Mayor Sears expressed pride in the work done by the Economic Development Department.

Action: Motion to approve Economic Development Investment Policy, P-008.03.

Motion by: Villadsen
Second by: Wolff
Vote: unanimous

22. Grant Committee Recommended Contribution to South Wake Conservationists

Council member Wolff said that he had been approached by South Wake Conservationists who said that in the current climate they did not have the funds needed to carry out their program of providing high-quality protein to food-insecure families by processing venison harvested by hunters and distributing the meat. They have been good partners. They have asked for $1,000 each year. As the Grants Committee, MPT Berry and Council member Wolff recommend awarding a $2,000 grant to South Wake Conservationists. MPT Berry said that basic human needs for people are at the top of the list for the committee in recommending funds. Fiscally, the Town increased the money in the grant pool. He said it is abnormal, that the committee is recommending additional funding outside of the normal schedule, but given that this is a basic human need, and that they are receiving more deer than they can process, he is happy to recommend this on Giving Tuesday. Council member Kelly said she was in full support because it does support a basic need. She is glad that we are focusing on the good work that is being done in the community.
Council discussed what funding level they were comfortable with. Randy Harrington, Town Manager, said this would come from the General Fund balance.

Action: Motion to approve the $2,000 grant for additional funds to South Wake Conservationists, a part of the North Carolina Wildlife Federation, which is a 501(c)(3) organization and North Carolina non-profit.

Motion by: Berry
Second by: Wolff
Vote: unanimous

Action: Motion to approve a budget amendment of $2,000 from General Fund fund balance to Misc. Special Programs Contributions for the non-profit grant.

Motion by: Berry
Second by: Wolff
Vote: unanimous

OTHER BUSINESS

None that required action.

MANAGER'S REPORT

Randy Harrington, Town Manager, said first he wanted to thank the staff for their work on the UDO revision. He named specifically Sean Ryan, Chris Hills, and two former staff members, Melissa Sigmund, and Gina Clapp. He also thanked the rest of the Development Services staff. He highlighted holiday events coming up: Thurs. Dec 2nd tree lighting with HSHS Choir; Tree Trail at Ting on Friday and Saturday Dec, 3rd and 4th.; Santa will be onsite from 5-8 each night at the Tree Trail; Santa Cares on Sat. Dec. 4th is a sensory-friendly event for families with special needs; Mistletoe Market on Saturday Dec 4th; Happy Holly Days Parade on Saturday Dec. 11th. He also wanted to recognize Hanukah and the employees who are celebrating that.

He introduced Paige Scott, the new Public Works Director who came to Holly Springs from the Port of San Diego, with 12 years of public service experience.

He recognized Antwan Morrison and the Finance Department for receiving the GFOA Certificate of Achievement for the fiscal year ending June 2021. This means we are holding to the highest standards in government for financial management.

He thanked Mayor Sears and all the Council members. He is proud of the work they have done. It is a difficult job and Council has done it well.

Mayor Sears said that the secret to Holly Springs is that we are a big small town, not a small big town. His plea to the new Council is to keep it that way.

CLOSED SESSION: none.

Adjournment: Mayor Pro Tem Berry made a motion to adjourn at 11:12 pm. It was seconded by Council member Kelly and passed with a unanimous vote.

Respectfully Submitted on Tuesday, December 7, 2021.

Linda C. McKinney

Linda C. McKinney, Town Clerk
Addenda pages as referenced in these minutes follow and are a part of the official record.