



MINUTES

The Holly Springs Town Council met in regular session on Tuesday, January 4, 2022. Mayor Mayefskie 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 in the room: Mayor Mayefskie, Mayor Pro Tem Dan Berry, Council members Aaron Wolff, Timothy Forrest, and Kristi Bennet.

Council Member Present by electronic means: Council member Shaun McGrath

Council Members absent: none

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); Mathew Mutter, *IT*; Antwan Morrison, *Director, Finance*; Corey Petersohn, *Administration*; Chris Hills, *Director Development Services*; Cheryl Caines, *Development Services*; Elizabeth Goodson, *Development Services*; Irena Krstanovic, *Director Economic Development*.

2. and 3. The Pledge of Allegiance was recited followed by an invocation by Josh Brammer, of the Church of Jesus Christ of Latter Day Saints.

4. Agenda Adjustment: The January 4, 2022 meeting agenda was adopted with changes, if any, as listed: none.

Motion: Berry

Second: Forrest

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.

REQUESTS AND COMMUNICATIONS

5. Annual Comprehensive Financial Report Fiscal Year ending June 30, 2021

Antwan Morrison, Director of Finance, said the purpose of this item was to give Council the results of the annual external audit. He gave an overview of what would be covered, and then introduced April Adams of the auditing firm Cherry Bekaert.

Ms. Adams explained the role of the external auditor. She then shared the results of the audit including issuing unmodified opinions, required communications, and internal controls and single audit findings. She said the audit received the highest opinion possible. There were no significant changes recommended and no findings.

Ms. Adams then gave some financial performance highlights. Property taxes assessed value has gone up, and tax collections have increased and the collection rate is above the statewide average for a town the size of Holly Springs. She gave the five-year trajectory of the

General Government fund balance and Proprietary funds, including the fact that the General Government Fund Balance has increased significantly over the last five years. Town policy requires a minimum of 20-25% of general fund expenditures be held in the fund balance, and there was 39.3% at the end of FY2021. She gave an overview of the Town's debt load and said that it is well below statutory limits and Town policy limits.

Ms. Adams said that key takeaways are the benefit of Wake County property tax collection and strong sales tax revenues. The Town has strong financial reserves and a strong credit rating that was recently upgraded. There are solid unrestricted cash balances to carry the Town through difficult periods and to address infrastructure needs.

Mr. Morrison noted that the strong reserves help the Town weather difficult times, such as the present situation where bids are coming in higher than expected. He reminded Council of the Certificate for Achievement of Excellence in Financial Reporting from the GFOA which was received in FY2020 and informed them that that staff would apply again for 2021. He thanked the Finance Department staff for their hard work which made all of this possible.

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 Wolff and a unanimous vote. The following actions were affected:

6. Minutes – Council approved the minutes of the workshop meeting held December 14, 2021 and the business meeting held December 21, 2021.

7. Pine Springs Preparatory Academy Mobile Classroom Second Extension 19-SEU-04 – The Council granted a one-year extension for Pine Springs Preparatory Academy Mobile Classroom Special Exception Use from January 1, 2022 to January 1, 2023 with the conditions stated in the packet.

PUBLIC HEARINGS

8. Holly Springs New Hill Road Rezoning & Development Agreement 21-REZ-01

Cheryl Caines, Development Services, said a petition was filed to rezone +/- 5.885 acres from R-10 to CB CU. She showed Council where the property is and what approved or built developments are in the vicinity. The property is designated Mixed-Use Center on the Future Land Use Character Plan, and zoned R-10 residential. She said that in the Development Agreement the applicant proposes to prohibit gasoline sales without repair; car wash; quick oil change facilities; and self-service laundry. Drive-through restaurants would be considered Special Exception Use, and only be permitted as part of a two-story building. There would be a 20-foot building height minimum. And a 10-foot sidepath would be extended to the adjacent Thales Academy parcel.

Elizabeth Goodson, Development Services, said that after the petition was heard by the Planning Board but before this public hearing, the owner of one of the parcels changed. She showed that the parcel in the corner of Holly Springs New Hill Rd. and Old Holly Springs Apex Rd. was the parcel that has withdrawn from the rezoning petition and the Development Agreement. The new owner does not want to be part of this rezoning application, leaving an area of +/- 5.275 acres to be rezoned.

The developer will agree to pay a fee-in-lieu of \$234,000 to assist in the realignment of Holly Springs New Hill Rd. and Old Holly Springs Apex Rd. and the Town will grant a small remnant of condemned property that was right-of-way. The Developer's contribution toward the right-of-way cost along the corner piece of property no longer in the assemblage will be up to \$100,000.

Ms. Goodson showed the recommended realignment of the intersection of Holly Springs New Hill Rd. and Old Holly Springs Apex Rd., identified in the Comprehensive Transportation Plan, and the future extensions to connect Old Holly Springs Apex Road to Thomas Mill Rd. and to widen

to a four-lane median divided road. Eight intersections were studied as part of the Traffic Impact Analysis (TIA) and three anticipated new site access points identified. Utilities are available to the site from adjacent roadways.

Planning Board Representative Joanna Holder said that the Planning Board recommended the original petition for rezoning with a vote of 5-1-2. The one vote against was due to traffic considerations.

Mayor Mayefskie opened the public hearing.

Tom Spaulding, The Spaulding Group, 5318 Burning Hill Court, Raleigh, spoke for the applicant. He showed a boundary map for the parcels involved, saying that getting them combined with one zoning and one owner would make a better product for the town. He said the sidewalk connection will allow people to walk from Thales to the shopping center. The development will provide right-of-way and fee-in-lieu for traffic improvements at the intersection, and will increase the commercial tax base.

Council member Bennett asked if having a day care center close to Thales was a conceptual or a set design. Mr. Spaulding said that it was conceptual, and that many uses are being discussed. MPT Berry asked what the uses being considered were. Mr. Spaulding said it could be a hotel, medical offices, and retail for neighborhood uses like sandwich shops or hair salons. MPT Berry asked how it happened that the one piece got taken out. Mr. Spaulding said he wasn't involved in the real estate side, but he thinks that what happened was the contract ran out, wasn't extended again, and the property was sold to someone else. Council member Bennett asked if they had talked to Thales and said she had a concern about a school backing up to something other than residential. Mr. Spaulding said Council could ask the applicant, but at this point the uses are probably not set yet.

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

MPT Berry asked Town Attorney John Schifano if he felt confident about acquiring the rights-of-way in this area. Mr. Schifano said there were two developments involved in this realignment, Crescent Communities is doing the work and there is a cap on what the Town would have to spend. There are many unknowns, but the agreement has built in an extra amount of money in addition to the fee-in-lieu to acquire rights of way if needed, and he feels fairly confident.

Action 1: Motion to adopt Rezoning Ordinance RZ21-07 to adopt statement of compatibility and to approve rezoning.

Motion by: Wolff

Second by: Forrest

Vote: unanimous

Action 2: Motion to approve Development Agreement subject to changes approved by the Town Manager.

Motion by: Wolff

Second by: Forrest

Vote: unanimous

NEW BUSINESS

9. Midterm Appointment to the Tree Advisory Committee

Town Clerk Linda McKinney said that a member of the Tree Advisory Committee had resigned and there was an opening for the remainder of his term, to expire June 30, 2023. Eight applications were received, which were forwarded to Council in December.

Council discussed that the qualifications of Mr. Russell Lichtenstien, who is a licensed Commercial Landscape Contractor, made him a well-qualified candidate who would bring value to the Tree Advisory Committee.

Action: Motion to appoint Russell Lichtenstein as a member of the Tree Advisory Committee for the remainder of the term ending June 30, 2023.

Motion by: Berry

Second by: Wolff

Vote: unanimous

OTHER BUSINESS

Nothing that required action.

MANAGER'S REPORT

Randy Harrington, Town Manager, said that on January 12th at 6pm at Sunrise United Methodist Church, there would be a NE Gateway Community Engagement meeting. Information is on the Town Website.

There is an opportunity to celebrate the life of Martin Luther King Jr. coordinated by our Parks and Recreation Department with a day of service. Volunteers can prepare care package and notes for health care workers in our community, or participate in a service project at the horseshoe park of Womble Park. More information can be found at www.hollyspringsnc.gov/2353 Please register in advance so that we have enough supplies.

He said that there have been COVID cases among staff, and we do not anticipate any service interruptions, but we are continuing to monitor the situation.

CLOSED SESSION: The Council entered into closed session, pursuant to N.C.G.S. 143-318.11(a)(4) to discuss Economic Development opportunities, and N.C.G.S. 143-318.11(a)(6) to discuss the procedure for annual reviews of the Town Clerk and Town Attorney.

Motion by: Berry

Second by: Wolff

Vote: Unanimous

In the closed session the Director of Economic Development updated Council on several projects. The Council heard from staff but took no action.

Council decided by consensus to conduct the annual review of the clerk and the attorney on January 18, 2022.

Motion to leave closed session was made by Mayor Pro Tem Berry, seconded by Council member Forrest and passed with a unanimous vote.

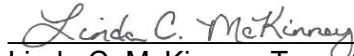
Motion to seal the minutes of the closed session was made by Council member Wolff, seconded by Mayor Pro Tem Berry and passed with a unanimous vote.

Returning to open session, Council asked the Clerk for a report on her conversations with the Board of Elections regarding having an early voting site in Holly Springs for the 2022 General Election. Ms. McKinney reported that Board of Elections staff would notify her when they were preparing the packet of early voting polling places to present to the Board and at that time a letter from Council

expressing support for the use of the Hunt Center would be accepted and presented to the Board of Elections.

Adjournment: Council member Wolff made a motion to adjourn at 8:40 pm. It was seconded by Mayor Pro Tem Berry and passed with a unanimous vote.

Respectfully Submitted on Tuesday, January 18, 2022.



Linda C. McKinney, Town Clerk

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