

Mayor and Council Workshop

6 p.m. January 11, 2022

Holly Springs Law Enforcement Center and livestream



MINUTES

The Holly Springs Town Council held a workshop meeting on Tuesday, January 11, 2022 at the Law Enforcement Center and via livestream. Mayor Mayefskie presided, calling the meeting to order at 6:00 p.m. A quorum was established as the Mayor and four Council members were present as the meeting opened, and one Council member was present via livestream.

Council Members Present in the room: Mayor Sean Mayefskie, Mayor Pro Tem Dan Berry, and Council members Aaron Wolff, Timothy Forrest, and Kristi Bennett. Council Member Shaun McGrath participated via livestream.

Council Members Absent: None.

Planning Board Members Present: Thomas Urquart, Ernie Carpico, Joanna Holder, Van Crandall, Chris Deshazor, and Rick Madoni

Staff Members Present: Randy Harrington, Town Manager; Daniel Weeks, Assistant Town Manager; Corey Petersohn, Administration; Jeff Wilson, IT Director; John Schifano, Town Attorney; LeeAnn Plumer, Director Parks and Recreation; Chris Hills, Director, Development Services; Sean Ryan, Development Services; Cheryl Caines, Development Services; Kendra Parrish, Executive Director, Utilities and Infrastructure; Aaron Levitt, Utilities and Infrastructure, Matthew Mutter, IT, and Kathy White, Deputy Town Clerk (recording the minutes); Scott Chase, Assistant Town Manager participated via livestream.

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

2. Comprehensive Transportation Plan (CTP) Policy

Sean Ryan, Development Services, said the purpose of this item is to Update the Council on the progress of the Comprehensive Transportation Plan (CTP) and Traffic Assessment Policy update, and highlight the next steps. He introduced Kristina Whitfield and Kevin Dean from Kimley Horn. Ms. Whitfield said the development of the CTP represents a collaborative effort to establish a vision for the Town's transportation network, and identify a coordinated set of multimodal projects to achieve it. She discussed the past 15 months of work and 25 various community and stakeholder engagements involved in the planning process, including analyzing socioeconomic conditions, creating a vision and set of goals, and prioritizing those goals. They plan on submitting the final report to the Council to be formally adopted in April of 2022. She then introduced Kevin Dean, who continued the presentation by discussing the Traffic Assessment Policy. He gave a typical Traffic Impact Analysis (TIA) process overview, explained the three different tiers and volume development methodology. He explained the difference in having the Town's Consultant versus a Developer's Consultant prepare a TIA. He then explained how they tie in the various TIA's together, so that they consider future buildout areas and potential traffic issues that may arise. He discussed why they use a mile radius as the standard for the TIA.

Discussion continued on the difference between having a Town's Consultant conduct the TIA versus a Developer's Consultant. Chris Hills, Director, Development Services, explained the

potential for a conflict of interest in having a Developer's Consultant, and the benefits of having a Town hired consultant, because they will have a consistent reviewer. He pointed out that they would also have a few consultants on call, to avoid a conflict of interest. Mr. Dean also explained that whichever consultant is used, the Town doesn't pay for the TIA, the Developer does. Council member Wolff said hiring a consultant allows for ongoing institutional knowledge of the Town as they conduct analyses.

Discussion continued debating the advantages and disadvantages of having the Developer hire a Consultant versus the Town hiring the Consultant. The current process is the TIA is prepared by the Developer's Consultant. Tonight, staff is not asking for a decision from the Council, but they would like to adopt the policy in mid-April. It was decided that staff will reach out to other communities who have switched to the alternate method and report back to Council at the March Workshop.

3. Northeast Gateway

Cheryl Caines, Development Services, said the purpose of this item is to update the Council on the Northeast Gateway Master Plan. She explained that the tonight's presentation includes an overview of the existing conditions, analysis and discussion on the area issues, priorities, and potential future development types. She introduced Jackie Wells from Houseal Lavigne Associates, who gave an overview of the project, showing the area of the Northgate Master Plan. They've received community feedback through an online questionnaire. She then discussed the existing conditions, the Land Use and Character Plan, transportation considerations, and infrastructure considerations.

Discussion opened with questions regarding how the online questionnaire worked. Ms. Wells explained that it was put out on the Town's social media platform, and more feedback will come at the public meeting to be held on January 12th. They discussed how traffic from the new 540 Highway will impact the area, as well as how traffic on Holly Springs Road will be increased. They discussed the importance of keeping land for parks and recreation use, and not just high-density usage.

Ms. Wells continued the presentation by explaining the three key opportunity sites, and then described the different types of dwellings to consider; single family, duplex and multi-unit residential properties. She also described mixed use, commercial and office/corporate campus buildings. Discussion continued on the different zonings in the area, and how they would change from the existing land use to Mixed Use Center and Regional Center.

Ms. Wells said the next steps are a Visioning Workshop on January 12th, then they'll begin the preliminary land use plan in winter/spring of 2022, and draft the master plan in the spring/summer of 2022.

4. Holly Springs Road Phase II

Kendra Parrish, Utilities & Infrastructure, outlined the options that could address the funding gap associated with the Holly Springs Road Phase II Bids. She started by giving some background on the project and the original bid opening and how, due to increased construction costs, there is a funding gap of \$18.5 million. She then explained the two options that she would like Council to consider. Option 1 keeps everything within the Transportation Bond, using T-Bonds and existing grants. Option 2 uses Transportation Bonds and other revenue sources to close the gap. She also explained that both options include grant funds that are available. With

Option 1, there is no impact to cash funds, but it could impact other transportation projects, because transportation bonds can only be used for transportation projects. Option 2 protects more of the transportation bond funds, but would impact the fund balance for other projects, such as utilities and other infrastructure.

Discussion continued on ARP funds and how they can be used. Randy Harrington, Town Manager explained that the Treasury Department has recently released some updates on flexibility on the restrictions, and staff is looking into how those funds can be used. Ms. Parrish explained that they are working with Congresswoman Deborah Ross to help navigate the ARP fund process.

Mr. Harrington explained that the bids are good through February 2nd, but the bid holder is willing to work with the Town to some extent. Aaron Levitt, Utilities and Infrastructure, said the low bidder is eagerly waiting for the Council's decision, but they understand the situation the Town is in. They're not looking to extend bid prices without some sort of negotiation.

Also discussed was how value engineering could be used to save money. It was explained that there wasn't anything that would make a large difference. Chad Beck, project engineer then gave some background on how the project was designed. He also explained that some value engineering changes have already been made.

The option of phasing this project to save funds for other projects was brought up and discussed. Mr. Beck explained that a temporary transition would just create another bottle neck further down the road from where it was widened as part of a first phase. Also, design change, permits, etc., would wind up costing more in the long run than this original plan. Ms. Parrish then explained the benefits of this project, such as pedestrian safety, school safety, etc. It was also explained that this bond referendum was approved by the residents, and they would be very disappointed if the project didn't go forward.

The Council decided that they prefer Option 1, using Transportation funds to close the funding gap.

5. 2022 Annual Retreat Planning

Randy Harrington shared a draft of the Retreat Agenda and explained what would be discussed over the three-day conference.

Corey Petersohn, Administration, reviewed the discussion held at the last workshop on the Strategic Plan, since it will be discussed at the Retreat. LeeAnn Plumer, Parks and Recreation spoke about the Parks & Recreation Master Plan. She discussed the findings, such as the demand for connected greenways, facilities expansion and diversification, and environmental awareness. Mr. Petersohn then explained the Preliminary Draft goals under the Engaged, Healthy & Active Community Opportunity areas.

OPEN DISCUSSION

Mayor Mayefskie said the Chamber's Economic Forecast scheduled for tomorrow in Fuquay-Varina has been changed to a virtual meeting.

Randy Harrington announced that the Triangle Community Coalition will be holding their annual "Coffee Discussion" on February 17th from 3-4 pm He invited two Council Members and the Mayor to attend the virtual meeting. Council members Aaron Wolff and Tim Forrest and Mayor Mayefskie said they would attend the meeting Mr. Harrington also said Cassie Hack, Communications Director, is available for training on media relations.

Closed Session: none.

5. Adjournment: There being no further business, Motion to adjourn was made by Mayor Pro Tem Berry seconded by Council member Wolff and passed with a unanimous vote. The January 11, 2022 Workshop meeting of the Holly Springs Town Council was adjourned at 8:35 pm.

Respectfully Submitted on Tuesday, February 1, 2022.

A handwritten signature in cursive script, reading "Kathryn L. White", written in dark ink. The signature is positioned above a horizontal line.

Kathryn White
Deputy Town Clerk