



MINUTES

The Holly Springs Town Council met in regular session on Tuesday, May 17, 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: Mayor Mayefskie, Mayor Pro Tem Dan Berry, Council members Aaron Wolff, Kristi Bennett, and Timothy Forrest.

Council Members Present by Electronic Means: Council member Shaun McGrath was present until 8:24, at which point he lost his internet connection.

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*; LeeAnn Plumer, *Director, Parks & Recreation*; Adam Huffman, *Parks & Recreation*; Chris Hills, *Director, Development Services*; Sean Ryan, *Development Services*; Cheryl Caines, *Development Services*; Paige Scott, *Director, Public Works*; Irena Krstanovic, *Director, Economic Development*; Kendra Parish, *Executive Director of Utilities and Infrastructure*; Sara Emig, *Utilities and Infrastructure*; Rachel Ingham, *Utilities and Infrastructure*; Terry Hudnett, *Holly Springs Police Department*; Corey Petersohn, *Administration*; Cassie Hack, *Director, Communications*; Kathy White, *Deputy Clerk*.

2. and 3. The Pledge of Allegiance was recited followed by an invocation by Jonathan Sherrod of Kirk of Holly Springs.

4. Agenda Adjustment: The May 17, 2022 meeting agenda was adopted with changes, if any, as listed: remove Item 10, Utility Asset Management to a future meeting.

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

RECOGNITIONS

5. Holly Springs High School Women's Soccer – SWAC 4A League Champions

Adam Huffman, Parks and Recreation, introduced Todd Lowe, announcer for the Holly Springs High School Women's Soccer team. Mr. Miller said that the team won the Southwest Wake Athletic Conference 4A League Championship. He called the team up and they were recognized for their achievement.

6. National Public Works Week

Paige Scott, Director of Public Works, said that May 15 - 21 is Public Works Week. She said that 1/3 of Town Staff, across multiple departments are public works professionals. The theme this year is "Ready and Resilient." Public Works employees' responsibilities include maintenance of the town fleet; yard waste, solid waste, and recycling; right of ways; sidewalks; water and sewer lines; fire hydrants and manholes; and town facilities. They also respond during periods of severe weather, pandemics, and other emergencies. She called some representative public works employees forward and they accepted the Proclamation read by the Mayor. Public Works employees who were present to accept the proclamation were Aaron Levitt, Mike Leonas, Shawn Molloy, David Jones, Rachel Ingham, Tim Athy, Bobby Corriveau, Karen Riddle, Beau Ring, and Floyd Crump.

7. Blood Drive Donation

Robert Shimmel, blood drive coordinator for the Rotary Club, said that a blood drive was held in March during First Responders Week. In partnership with the Blood Connection, a donation of \$20 for each pint donated. The total raised was \$760, which will be split between the Holly Springs Police Department and the Holly Springs Fire Department for public outreach. The Police Department will donate their share to the Special Olympics, and the Fire Department will donate their share to Pretty in Pink.

8. Mental Health Awareness Month Proclamation

Lt. Terry Hudnett, Holly Springs Police Department, said that May is Mental Health Awareness Month. He said that during the pandemic, about 4 in 10 adults in the U.S. have reported symptoms of anxiety or depression and more than 25% of high school students reported worsening emotional and cognitive health. Parents with children aged 5-12 reported that their children experienced overall worsened emotional health. According to Mental Health America, more than half of adults with mental illness do not receive treatment. Active military personnel and veterans are at risk for PTSD, depression and suicide with rates one and a half times greater than non-veterans, according to the US Department of Veteran's Affairs.

Spencer Mortensen, father of a veteran, spoke about his family's experience with his son's mental health challenges. Mayor Mayefskie read the Proclamation and presented it to Mr. Mortensen.

REQUESTS AND COMMUNICATIONS

9. Holly Springs Salamanders Season Kick-Off

Chip Hutchinson with the Holly Springs Salamanders, said that today was his last day with the Salamanders and he appreciated the experience in Holly Springs. He introduced Tom Phelps, Amanda Gillis, and Megan Johnson. He said that last year's season shattered many records for attendance and ticket sales. He said the South Wake Shakes was a new team created last year and made up of local kids who got to play against the Salamanders and they would continue with that this year.

Tom Phelps said that the Salamanders season kicks off on May 26th. He gave an overview of the upcoming season.

10. Utility Asset Management Update – pulled from the agenda for a future meeting.

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

11. Minutes – Council approved the minutes of the May 3, 2022 business meeting.

12. Budget Amendment Report – The Council received the budget amendment report.
A copy of the Budget Report is attached to these minutes.

13. Main Street Sidewalk Connector – 2023 LAPP Grant Municipal Agreement – The Council approved the NCDOT Municipal Agreement for Main Street Sidewalk Connector (Arbor Creek Dr. to Trellis Pointe Dr.)

PUBLIC HEARINGS

14. Comprehensive Transportation Plan 22-CPA-01 and Traffic Study Policy 22-DPM-02

Sean Ryan, Development Services, gave an overview of the purpose of the Comprehensive Transportation Plan (CTP) and how it serves the Town in coordinating transportation improvements with future development, establishing transportation policies and programs, and identifying opportunities to secure funding for important transportation projects. He said it covers all modes of transportation. He introduced Allison Fluitt from Kimley Horne.

Ms. Fluitt gave an overview of the process that went in to the new CTP, and how community engagement was sought. She outlined the goal statements that emerged from the process: Connected, accessible, multimodal, safe, efficient, adaptive, economic development, integrated planning, and realistic.

Ms. Fluitt said there were five elements to the CTP: Transportation technologies vision; Hot Spot and safety studies; cross-sections; streetscape design guide; and the traffic study policy. She said that Transportation Technologies Vision establishes a vision for emerging transportation technologies. It enables the Town to be proactive in the integration of transportation technologies and provides actionable step-by-step implementation process and mode-designated improvements. Hot Spot and Safety Studies allowed special attention given to be given to specific locations to understand current conditions and future considerations. They enable policy and engineering for informed decision making and guidance for the development community. The benefits include better communication with NCDOT and developers, and bringing the areas one step closer to design. Cross-sections define roadway elements that serve as a guideline during the project design phase. They enable needed modernizing for consistency and multimodal inclusion and roads that are better integrated with land use via direct tie backs to the Land Use & Character Plan. She showed the cross-section map, which is a comprehensive representation of what the transportation network in Holly Springs is envisioned to be in its ultimate build out.

Ms. Fluitt said that the Streetscape Design Guide defines streetscape components that roads should include, such as planting types, lighting, and needed furnishings to complete the public space. This enables standardization across cross-sections and lessens maintenance issues. The benefits include fostering a cohesive town identity, especially in focus areas such as the Downtown Village District, and providing more efficient and cost-effective streetscape implementation. She said the Traffic Study Policy was developed to guide the evaluation of impacts of development projects on the surrounding transportation system. It will reduce ambiguity and provide a more predictable process for the town and developers. She showed maps that showed the 2050 MPT Transit Corridor Recommendations, recommendations for Active Transportation (pedestrian and bicycle) and recommended roadway and intersection improvements.

Ms. Fluitt spoke of how projects were prioritized. She said that the updated CTP brings it in line with state and regional processes, is reflective of community input, and will be a tool for decision makers. She outlined priority roadway projects for the near-, mid-, and long-term, as well as priority intersection projects. She said that the Planning Board voted to recommend approval

Mayor Mayefskie opened the public hearing.

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

Sean Ryan said the approval was recommended with a vote of 8-0-1. Van Crandall, Planning Board representative said the discussion by the Planning Board was unanimous for approval. Mr. Crandall said he personally had some concerns about how close the driveways were to Grand Hill Place and he thought a round-a-bout would be a good idea, but the consultant said a round-a-bout would be overwhelmed by traffic.

MPT Berry thanked the staff for their hard work and said this was a much needed update. Council member McGrath said that it is great to have this new plan as we move forward, so we can tie it into the larger transportation network, and prioritize our projects, especially NC 55.

Action 1: Motion to adopt Resolution 22-22 to adopt Vision Holly Springs Comprehensive Plan Section 2: Comprehensive Transportation Plan.

Motion by: Wolff

Second by: Forrest

Vote: unanimous

A copy of Resolution 22-22 is attached to these minutes.

Action 2: Motion to adopt Resolution 22-23 to adopt the Traffic Study Policy.

Motion by: Wolff

Second by: Berry

Vote: unanimous

A copy of Resolution 22-23 is attached to these minutes.

15. System Development Fee Report

Kendra Parrish, Executive Director of Utilities and Infrastructure, said that the System Development Fee Report addresses the methodology used to fund water and wastewater infrastructure associated with new growth. The draft System Development Fee Report was released for public comment over 45 days ago, as required by statute. She explained that the report looks at the Character and Land Use Plan, and tries to look out over a twenty year period. She said the statute defines the parameters of how much future growth burden related to public utilities infrastructure will be contributed by the development community as compared to the existing users. The March 2021 SDFR calculated fees based on modifications to the Town's Land Use and Character Plan, and project funding policies. She gave the formula used and said that the maximum SDF allowed would be \$20,875 per unit.

Ms. Parrish said that the proposed SDF shifts some of the cost of system growth expansion from existing customers to the development community, in line with utility rate best practices, that will enhance the financial sustainability of the utility system. The proposed fee for residential connections with a ¾ inch meter is \$11,700 (combined water & wastewater fee, paid at building permit time) and the proposed fees for non-residential connections will increase by the same percentage basis for all meter sizes.

Mayor Mayefskie opened the public hearing.

One written comment was received prior to the meeting from the Triangle Apartment Association, The Home Builders Association of Raleigh-Wake County, and the Triangle Community Coalition stating that they would like to have projects currently in the development pipeline grandfathered in with the old fee structure, and would like the new fee structure phased in over a three-year period.

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

16. Fiscal Year 2022-23 Budget Public Hearing

Corey Petersohn, Budget Innovation and Strategic Initiatives Manager, said that the purpose of this item was to hold a public hearing on the proposed fiscal year 22-23 budget. He said the biggest expense in the proposed budget is public safety, followed by water and wastewater operations. He said that there is no property tax rate change proposed. The proposed budget includes significant investment in and commitment to recruiting and retaining a talented workforce in a challenging labor market. Twenty-eight new staff positions are proposed to serve population growth, development related work demand, and to run town business support operations. The focus is on updating service models and customer experiences, specifically through the new yard waste collection model, the creation of a Customer Care Center for service needs or inquiries, and Parks & Recreation event/activities and park/playground amenities. He then gave highlights of some of the proposed Parks & Recreation projects. He spoke of Transportation projects included in the Operating Budget and Community Investment Plan for FY22-23, which was a key interest expressed in the Community Survey. He said next steps would be Council's budget workshop on May 24th at the Law Enforcement Center, with adoption of the budget scheduled for the June 7th Council meeting.

Mayor Mayefskie opened the public hearing.

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

17. Development Agreement with Duke Energy

John Schifano, Town Attorney, said that the purpose of this item was to consider entering into a Development Agreement with Duke Energy for a substation to serve the new FUJIFilm Diosynth Biotechnologies, and for the business park. The agreement includes dedication of the rights-of-way for a new thoroughfare, dedication of easements for future greenway, and modifying the fencing standards so as not to require an opaque wall, as the property would be well shielded by the existing landscape. He showed where the property was on the Comprehensive Transportation Plan, and the Parks, Recreation, and Greenways Master Plan.

Mayor Mayefskie opened the public hearing.

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

MPT Berry asked if there was any development plan activity associated with a substation or if it was a by-right use. Mr. Schifano said that the UDO exempted public utilities owned by the Town, but this is a public utility owned by a company. MPT Berry asked if nearby neighborhoods would be notified of anticipated timbering. Mr. Ryan said the substation requires a Special Use and that is in the Board of Adjustment stage. They are getting ready to notify neighbors, but they have not had a meeting yet.

Action: Motion to Motion to approve Development Agreement with Duke Energy.

Motion by: Forrest

Second by: Wolff

Vote: unanimous

18. 7511 Woods Creek Road Annexation & Rezoning

Sean Ryan, Development Services, said that the public hearing had been advertised, but the applicant was not ready to move forward, as the agreement is not fully drafted. He requested that the hearings be opened and continued to the next Council meeting to allow time to work out the Developer Agreement.

Mayor Mayefskie opened the public hearings.

Action: Motion to continue the public hearing for annexation A21-06 to June 7, 2022.

Motion by: Wolff

Second by: Forrest

Vote: unanimous

Action: Motion to continue the public hearing for rezoning 21-REZ-04 to June 7, 2022.

Motion by: Wolff

Second by: Berry

Vote: unanimous

NEW BUSINESS

19. NC Biotechnology Center Partnership Development Grant

Irena Krstanovic, Director of Economic Development, said that this item was to present the NC Biotechnology Center Partnership Development Grant and Agreement. This is part of the agreement with Amgen to nurture scientists at the high school level. She outlined the purpose of the NC Biotechnology Center Partnership Development Grant. She reminded the audience of the timeline from Amgen's announcement in August of 2021 to the groundbreaking ceremony in March of 2022. She said that this was a way that companies like Amgen could invest in our community. She introduced Dr. Laura Raleigh from the NC Biotechnology Center, Bob Kenyon, Vice President, Site Operations for Amgen and Mr. Steven Herrick of Holly Springs High School.

Dr. Raleigh spoke about the growth of life science companies in the region and specifically in Holly Springs. She spoke about NC Biotech Programs, which support a pipeline for growth in the life sciences. She said that the partnership grant is meant to be a partnership between the Town and Amgen and they have embraced the concept for not only what it would do for Amgen, but for Holly Springs.

Mr. Kenyon, said that Amgen is funding the Amgen Biotech Experience (ABE) at Holly Springs High School. He said that ABE is a global innovated science education program that introduces students to the excitement of scientific discovery and builds bridges between school and real-life biosciences, preparing the next generation of scientists and innovators. The program serves approximately 90,000 students per year. He outlined what the \$100,000 grant would provide, and how the program could continue and become a permanent training hub, funded by the foundation in the future. He described the organization and how the Education Development Center would function, with the support of Amgen, to support the educators and students.

Council member Wolff said that the groundbreaking felt like it was yesterday. He is excited about the speed of construction and that Amgen is coming forward to be part of the community at this stage of construction.

Action 1: Motion to accept North Carolina Biotechnology Center Partnership Development Grant for \$100,000 for the benefit of Holly Springs High School.

Motion by: Wolff

Second by: Forrest

Vote: unanimous

Action 2: Motion to approve two agreement: 1. Grant agreement between NC Biotech and the Town to receive \$100,000; and 2. Performance agreement between the Town and Amgen.

Motion by: Wolff

Second by: Berry

Vote: unanimous

Action 3: Motion to authorize the Town Manager, Attorney, and Finance Director to sign and execute the two agreements.

Motion by: Wolff

Second by: Forrest

Vote: unanimous

At this point Council member McGrath lost internet and was no longer present.

20. Committee and Board Appointments

Linda McKinney, Town Clerk, said that openings on the Parks and Recreation Advisory Committee, the Tree Advisory Committee and a mid-term opening for an ETJ position on the Board of Adjustment were advertised in the Town newsletter, through social media, and through postings at Town-owned facilities. There are three openings for three-year terms on the Parks and Recreation Advisory Committee, and nine applications were received.

Action 1: Motion to appoint Jason Guetgemann, Susan Smith, and Sarah Larson, to the Parks and Recreation Advisory Committee for three-years terms from July 1, 2022 to June 30, 2025.

Motion by: Berry

Second by: Forrest

Vote: unanimous

There are two openings for three-year terms on the Tree Advisory Committee and one opening for a Junior member. Three applications were received for the regular member positions and none for the Junior member. Staff reached out to the current Junior member, but he did not re-apply.

Action 2: Motion to appoint Marissa Parker and Geralyn Williams to the Tree Advisory Committee for three-year terms from July 1, 2022 to June 30, 2025.

Motion by: Bennett

Second by: Wolff

Vote: unanimous

There is one mid-term opening for a Regular ETJ Member on the Board of Adjustment, for a term ending February 29, 2024. Two applications were received for this position.

Action 3: Motion to recommend that the Wake County Board of Commissioners appoint Paul Kuhn as Extra Territorial Jurisdiction Member of the Board of Adjustment with a term ending February 28, 2024.

Motion by: Forrest

Second by: Bennett

Vote: unanimous

OTHER BUSINESS

Mayor Mayefskie said the Clerk had requested guidance on how Council wanted to proceed with inquiries about applying for the funds remaining in the Civic Nonprofit Grant account. Consensus was for the Clerk send out applications, grant committee would evaluate and bring back to the full Council.

MANAGER'S REPORT

Randy Harrington, Town Manager, said he had three items.

1. International food festival rescheduled for Fri June 3rd, which is the first night of Summer at the Springs.
2. The Budget Workshop is at the Law Enforcement Center on May 24TH at 6 PM.
3. He recognized the team who worked on the CTP and thanked Council for their work on the process

CLOSED SESSION: The Council entered into closed session, pursuant to N.C.G.S. 143-318.11(a)(3) to consult with the Town Attorney on Mills v. Higgins and The TOHS, and a potential litigation matter involving the Parks and Rec Department.

Motion by: Berry

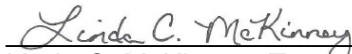
Second by: Wolff

Vote: Unanimous

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

Adjournment: Council member Wolff made a motion to adjourn at 9:20 pm. It was seconded by Council member Forrest and passed with a unanimous vote.

Respectfully Submitted on Tuesday, June 7, 2022.



Linda C. McKinney, Town Clerk

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