



MINUTES

The Holly Springs Town Council met in a workshop session on Tuesday, June 13, 2023 in the Law Enforcement Center and via livestreaming. Mayor Mayefskie presided, calling the meeting to order at 6:00 p.m. A quorum was established as the Mayor and three Councilmembers were present as the meeting opened.

Council Members Present in the room: Mayor Sean Mayefskie, Council members Aaron Wolff, Shaun McGrath, Tim Forrest,

Council member Danielle Hewetson was late, due to a car accident. She arrived at 6:02 pm.

Council Members Present via electronic means: none

Council Members Absent: MPT Dan Berry

Staff Members Present in the room: Randy Harrington, Town Manager; Linda McKinney, Town Clerk (recording the minutes); Daniel Weeks, Assistant Town Manager; Scott Chase, Assistant Town Manager; John Schifano, Town Attorney; Mathew Mutter, IT; Corey Petersohn, Director, Budget and Strategic Planning; Tina Stroupe, Director, Finance; LeRoy Smith, Fire Chief; Cassie Hack, Director, Communications and Marketing; Chris Hills, Director of Development Services; Elizabeth Goodson, Development Services; Kimberly Keyes, Utilities and Infrastructure.

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

2. Village District Area Plan

Chris Hills, Director of Development Services, said that the ideas Council put forward at the retreat had been shared with the public and feedback had been received. He asked Council to consider three things during the presentation: identify and provide feedback on the resident-preferred options; discuss ideas for quick wins to begin implementing the plan; discuss concepts to imbed in the plan for long-term success and implementation. He introduced Chris Geddes and Morgan Wiley, from DesignWorkshop, consultants on the Village District Area Plan. Mr. Geddes gave an overview of what they wanted to share. He gave an overview of the schedule and said that they are in the Master Planning phase now, with Documentation to be completed later in the summer and adoption by Council in the fall. He outlined the six themes of engagement that sprang from the outreach. He shared a Draft Vision Statement, which can be tweaked: *The Downtown Village District will be widely recognized as a vibrant, family-friendly destination, celebrating its rich history and diverse culture, weaving the natural beauty of the area throughout and supporting the entrepreneurial spirit of the Holly Springs community.*

Mr. Geddes said that at the open house, three Big Ideas were shared and discussed: The Crossroads; Park Avenues; and Gateways. He said that over 150 people attended the Open House and the survey received over 1,400 responses and 595 comments. The five top preferred ideas were a Permanent Farmers Market (65%); Connected Greenways (60%); a Town Square (49%); a Festival Street (48%) and Boutique Experience (47%). Mr. Geddes said a permanent farmers' market could be located at the northwest corner of Avent Ferry and Ballentine. He said the Town Square could be located east of Main at Ballentine between Main

and Raleigh, with additional acquisition. The Festival Street Concept could be located along Avent Ferry and Ballentine. He then talked about connected greenways, with on and off-street trail connections to neighborhoods surrounding downtown and the boutique experience on Main Street frontage from Earp to Oak, plus Center and Rogers Streets.

Mr. Geddes asked Council for feedback on the preferred ideas expressed by residents, what some quick wins that set the table for implementation could be and what they wanted to make sure was embedded in the plan to ensure implementation.

Mr. Hills asked Council for feedback on what they have seen so far, regarding the Big Ideas. Mayor Mayefskie said he was pleasantly surprised that the Permanent Farmers Market was the top desire. Council member McGrath asked if part of the plan was to condense the Village District. Mr. Hills said that there were likely to be smaller sub-districts, but we want to keep it to something that we can invest in and so there will be a focus on this core area, with the districts to come later.

Council member Forrest said he was not surprised about the Farmers Market because of its strong attendance and because it supports all of Holly Springs and the area, and it is multicultural. Secondly, the Greenways are a given. We need more connectivity and we need to eventually pave the Mims paths. He said he had heard a lot of support for the boutique experience because we are mostly restaurants and small shops. He liked the idea of a Town Square, but thought the proposed site was "off to the side." He would like it more centered.

Council member Hewettson said she was also surprised at how much higher the Farmers Market was, but loves the idea of it being a multi-purpose structure. Everyone likes greenways. She agrees that the proposed location of the Town Square is not ideal but likes the concept. She expressed support for the Boutique Experience and Festival Street ideas also.

Council member Wolff said he loved the Farmers Market and that it is multi-purpose, because we would need to use it 7 days a week. That is a good location, but what he thinks of for a Farmers Market is something surrounded by small businesses. So he suggested moving it to the location where the new development is proposed. How Mims, with natural paths, fits into downtown is a little strange. And we need to make improvements to make it good for something other than strolling. He loves the Town Square idea and he can't think where else it could be put. Maybe the area between The Block and the Pack House, but even that is more of a gateway than a center feature.

Mr. Hills said that that location was the end of one of the Festival Streets, so that was the consideration for putting it there, But staff can look at some other locations and see where else that could work, as well as the Farmers Market location. He said that Mims Park is more of a passive use park and has a huge impact on stormwater. One of the ideas he considers is the Boston Botanical Garden, which is an approach that could be considered for that area.

Mayor Mayefskie asked what was behind the Pack House and Council member Wolff said that the Pack House lot goes all the way between Main and Avent Ferry. But the lot to the south was available. Mr. Geddes said that there was going to be a beer garden on that side of The Block so that was a possibility, but that site has terrain issues that would require a lot of design and site work.

Council member McGrath said he struggled with a confined space and trying to pack more into that space. We are trying to draw people to downtown, but there is a lack of parking and that location takes away parking. To him multiple ingress, egress points, and pushing that into Mims Park may be the way we have to go in order to move things to the west. Maybe move the Town Square into that parking lot by the Community Center. Otherwise, he would propose the permanent farmers market go to the park on Cass Holt Road. Mr. Hills said the parking comment is one that they are working very hard on and that will be part of the concept that comes back to Council. The feedback on the Farmers Market is valuable and staff will play with some concepts and see what makes the most sense. Council member McGrath said we might need to consider shuttling people, like the Chamber did for Springs Fest.

Mr. Geddes said some key project considerations are Mims Park Improvements and what the community wants from that park; streetscape design to rethink Main and Avent Ferry with consistent materials and amenities, and addressing hardscape and landscaping alternatives, and whether they should look the same as each other or be distinctive. He said neighborhood sidewalks, primarily south of the core were important, as bringing more people to Town will create more traffic and pedestrians need to be protected.

Council member Forrest said that there will be sacrifices as we develop downtown, so what do we want people to do at Mims Park. As far as streetscape design, we need to rethink our avenues into downtown. What's the welcoming part? He said he was not worried about trees because the Tree Advisory Committee is good and will take care of that.

Mr. Geddes talked about some different considerations for changing the streetscape downtown. He said that considering partnerships, branding, gateways and signage, and asked Council whether they now thought of it as "Downtown" or "Village District." He asked them to consider the use of markers, art, and monumentation. He asked what the Town's role, if any, was with the Pack House. He suggested enhanced mobility options could include expanded transit services, a downtown shuttle, and/or a "Get Moving" partnership with UNC Health. Mr. Hills said that anecdotally there was a little more energy for "Downtown" than "Village District" but he wanted to run it past Council. Council member McGrath said he felt it should be "downtown" because the direction has changed. Council member Wolff asked if there was any consideration to incorporating e-scooters and e-bikes into the concept. Mr. Hills said that the area on Ballentine is wide enough that it could include a bike lane, and that could be a "quick win" because it would only require restriping. Council member McGrath said a bike rack downtown and a bike rack at Ting, so that people could go back and forth, near the bus stops, would be a good idea. Council member Forrest said that Parks and Rec is doing an analysis on the e-bikes and Council should get an update on that in the fall.

Mr. Geddes discussed policies for street scape designs and made some suggestions for amendments to the DMX Code around public spaces, and creating points of interest. He spoke about allowable building heights, minimum activated ground floor use, and Urban Civic Spaces, and suggested that Council consider a Downtown parking district. He showed mockups of the view down Main Street at Rogers with the existing buildings and with infill of 3, 4, or 5 stories, or with or without upper-level setback. Mr. Hills asked for feedback on building heights. Council member Wolff said the setback really takes away that feeling of being imposing or closed in. But he said we want to stay below the height of the hospital. Five stories with the setback on the upper story could work. Mr. Hills said we need partners to build a lot of this infrastructure and if we limit the square footage too much we aren't going to get those partnerships. But if we go with these setbacks, and require the public realm area, is that what Council is feeling? Council member Hewetson said the design element is going to be more important than the height. Mayor Mayefskie asked how many feet for 6 stories. Mr. Hills said 75 is a standard for 5 or 6 floors, depending on ceiling height. Mayor Mayefskie said that unless something else was built downtown a building like the 5 story one shown would look like a monster. Randy Harrington, Town Manager, said it would take creativity but there are design things that can make it look less imposing.

Council member Forrest said we do need to allow more height. It will allow for middle housing, which we need. He would like 5, maybe 6 stories.

Mr. Geddes said that next steps would be to test recommendations with Advisory and Stakeholder Committees in mid-July and hold a Community Workshop in mid-August to share the recommendations. Early September the Advisory and Stakeholder groups would confirm the recommendations which would come back to Council at a September or October meeting.

3. New Operations Campus, Fire Station 3, and Temporary Fire Station Updates

Kimberly Keyes, Utilities and Infrastructure, said the purpose of this presentation was to give an update on the Fire Station 3 and Operations Campus projects. She said that the crew

moved in to the temporary Fire Station 3 at 11911 Holly Springs New Hill Road last week. There is a four-bedroom, two-bath modular unit with ADA ramp and ADA parking and an Apparatus Bay with exhaust system and heaters. Fire Chief LeRoy Smith said the crews were up and running and thanked Council for approving the move.

Ms. Keyes gave the schedule for the permanent Fire Station 3 from pre-bid in July of 2023 to move-in in November of 2024, if all goes to plan. She showed where the station would be and how it would be located on the 4.2 acres site off of Cinder Station Road across from Duke Energy's future Operations Campus. Construction access will be via Woods Creek Road through the Wake County Public School System property. There will be a constructed wetland for stormwater control and 22 parking spaces with 1 EV-ready space. She showed the elevations and described the construction materials. She showed the floor plan and said it would have a police touchdown area, bunkrooms, a dedicated workroom, locker rooms, exercise room, and day room as well as an outdoor patio. She shared details of the budget and said that the project was currently under budget.

Council member McGrath asked if the Town was paying for the entire run of fiber. Daniel Weeks, Assistant Town Manager, said it was just past 12 Oaks/Trinity Creek Area, but IT was in talks with Ting to see if there could be partners. Mr. Harrington said another possibility would be renting dark fiber back to them in the future.

Council member Forrest asked if there was a second floor. Ms. Keyes said no, but there was a mezzanine storage area.

Ms. Keyes showed where the Operations Campus would be located and what projects and existing buildings were around it. She shared what parts of construction were contained in Phase 1A and Phase 1B and shared that the Southern Access Road was being designed and constructed by NCDOT. She shared drawings of the elevations of the Administration Building and the Operations Building and discussed the coordination with other partners on infrastructure. She shared information about the budget and the value engineering that is being done to keep it in budget. She outlined additional funding opportunities that could help offset costs such as a Stormwater Rain Garden grant; Electric Vehicle Infrastructure; Greenway grants; and the Duke Energy Smart Saver Program. She outlined the anticipated project schedule for Phases 1A and 1B.

4. Holly Springs 101

Cassie Hack, Director of Communications and Marketing, said that Holly Springs 101 is what we have named the Citizens Academy. She said that having the program would increase the public's understanding of both what the Town does, and what it cannot do, and will create ambassadors for the town and raise up leaders for the future. She said the program would be split into six to seven sessions meeting about twice a month. Session topics could include Structure and History with the Council, Administration, Town Attorney and Clerk; Shaping Holly Springs with Development Services and Economic Development; Keeping the Town Running Above and Below the Ground with Utilities & Infrastructure and Public Works; Money Matters with Finance and Budget; Public Safety with Police and Fire; and Parks and Recreation. The academy would end with a graduation at a Council meeting.

Ms. Hack said that they sought input and advice from the School of Government and from peer municipalities and have learned that the program works best with a group size of 20-25 participants, aged 18 and up, with an emphasis on demographic and geographic diversity. Hand-on activities work better than lectures, and weeknight sessions work best. She said that applications would be opened early in 2024 with session in the spring of 2024 and graduation at a Town Council meeting.

Council member Hewetson asked what the selection process would be if more people applied than there were spots for. Ms. Hack said she would like involvement from lots of staff members, but keeping geographic diversity would be important. Council member Forrest asked how many cohorts per year would be run. Ms. Hack said once per year, unless people asked for more. Council member Forrest said he would like to discuss at a later meeting after this first cohort has happened whether this should be a prerequisite for serving on a board.

5. Legal and Clerk Quarterly Updates

Linda McKinney, Town Clerk, gave an update on her activities since the last update. She spoke about the project to get an updated inventory of Town records in a format that could be easily accessed in case of emergency, and the progress on safe storage of records in the safes in the basement.

John Schifano, Town Attorney, said there are 12 pending condemnation lawsuits, 7 developer agreements in the works, and 1 general litigation matter; two ordinance amendments, including the parking situation from the high school. He said that would come to them at the July meeting.

He requested Council go into closed session to discuss pending litigation matters in *Town of Holly Springs v. G. Adams*; *Town of Holly Springs v. M. Adams*, and *Town of Holly Springs v. Sunset Ridge Association*.

Closed Session: The Council entered into closed session, pursuant to N.C.G.S. 143-318.11(a)(3) to consult with the attorney.

Motion by: Wolff

Second by: Forrest

Vote: Unanimous

Motion to leave closed session was made by Council member McGrath, seconded by Council member Wolff and passed with a unanimous vote.

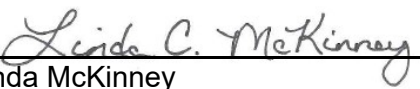
Back in open session, Scott Chase, Assistant Town Manager, gave an update on the proposal for the triangular property downtown.

Mayor Mayefskie said that Wake County wants to meet with Council members to discuss affordable housing and he has suggested July 15th at 2 pm.

6. Adjournment:

Motion to adjourn was made by Council member Wolff seconded by Council member Forrest and passed with a unanimous vote. The June 13, 2023 workshop meeting of the Holly Springs Town Council was adjourned at 8:15 pm.

Respectfully Submitted on Tuesday, July 18, 2023.


Linda McKinney
Town Clerk