



MINUTES

The Holly Springs Town Council met in regular session on Tuesday, July 18, 2023. Mayor Mayefskie presided, calling the meeting to order at 7 p.m. A quorum was established as the Mayor and three Council members were present in the Chamber as the meeting opened.

Council Members Present: Mayor Mayefskie, Council members Aaron Wolff, Shaun McGrath, and Danielle Hewetson.

Council Members Absent: Mayor Pro Tem Berry, Council member Forrest.

Staff Members Present in Chambers: Randy Harrington, *Town Manager*; Daniel Weeks, *Assistant Town Manager*; Scott Chase, *Assistant Town Manager*; John Schifano, *Town Attorney*; Jay Osborne and Lindsay Goldstein, *Town Attorney's Office*; Linda McKinney, *Town Clerk* (recording the minutes); Mathew Mutter, *IT*; Corey Petersohn, *Budget and Sustainability*; Cassie Hack, *Director of Communications and Marketing*; Kendra Parrish, *Executive Director of Utilities and Infrastructure*; Kimberly Keyes and Carrie Kennedy, *Utilities and Infrastructure*; Paul Liquorie, *Police Chief*; LeRoy Smith, *Fire Chief*; Tina Stroupe, *Finance Director*; Irena Krstanovic, *Economic Development*; Chris Hills, *Director of Development Services*; Elizabeth Goodson, Cheryl Caines and Catherine Jacobs, *Development Services*; Kathy White, *Deputy Clerk*.

2. and 3. The Pledge of Allegiance was recited followed by an invocation by Pastor Jamal Brown of Holly Springs United Church of Christ.

4. Agenda Adjustment: The July 18, 2023, meeting agenda was adopted with changes, if any, as listed: none.

Motion: McGrath

Second: Wolff

Vote: Unanimous

RECOGNITIONS

5. Holly Springs and Wake County Emergency Responders

LeRoy Smith, Fire Chief, said that on April 26, 2023, Mr. David Rushing suffered a cardiac arrest. Family members called 911 and performed CPR until rescue personnel from Holly Springs Fire and Police Department and Wake County EMS arrived. Mr. Rushing was taken to the hospital by the EMS. He has recovered and wishes to publicly thank those who saved his life. Chief Smith spoke of the importance of CPR training and hoped that Mr. Rushing's story would encourage people to take the training.

Mr. Rushing told his story of cardiac arrest, how his wife and son-in-law called 911 and performed CPR. Within 2 minutes the HSPD arrived. EMS arrived within 4 to 5 minutes. He thanked the emergency responders for fighting for his life when he couldn't.

Dr. Andrew Godfrey, Wake EMS, said this case was a perfect chain of survival, from the family performing CPR through the hospital care. The things that affect survival are early CPR and early defibrillation. He encouraged everyone to take CPR training. He said we are fortunate in Wake County to have several good hospitals for cardiac care. Every May is EMS week and as part of it they honor cardiac victims who survive, and he invited Mr. Rushing to next year's celebration.

Chief Smith said that HSFD provides free CPR training. Contact the station for a class.

Consent Agenda

The Council passed a motion to approve all items on the Consent Agenda. The motion carried following a motion by Council member McGrath, a second by Council member Wolff and a unanimous vote. The following actions were affected:

6. Minutes – Council approved the minutes of the June 13, 2023 workshop meeting and the June 20, 2023 business meeting.

7. Monthly Budget Amendment Report – The Council approved monthly budget amendments for Powell Bill resurfacing contract and Public Works contracts.

The budget amendments are attached to these minutes.

8. Utle Creek Greenway Phase 1 Connection – Supplemental NCDOT Agreement – The Council approved Supplemental Agreement between NCDOT and the Town of Holly Springs for an increased total NCDOT amount of \$475,000 and adopted Parks and Recreation Capital Project Ordinance 23-27 authorizing the Town Manager to sign and execute any contract to close the project that is within the approved project budget, project scope, and consistent with this and prior Council actions and intent.

9. Utle Creek Greenway Phase 2 Design Contract Amendment #1 – The Council approved design contract amendment with Alta Planning + Design, Inc., in the amount of \$200,117 for the Utle Creek Phase 2 Greenway project design.

10. Engineering Design & Construction Standards Supplement #8 – The Council approved Supplement #8 to the Engineering Design and Construction Standards.

11. Amendment to Annexation Ordinance A22-01 – The Council adopted Ordinance 22-01.1, correcting the acreage of the parcel annexed on August 16, 2022.

A copy of Annexation Ordinance A22-01.1 is attached to these minutes.

12. Rescind Holly Springs Road West Design Contract – The Council rescinded approval of the Kimley-Horn Design Contract for Holly Springs Road (West) previously approved by Town Council on June 6, 2023.

PUBLIC HEARINGS

13. Duke Operations & Training Center Development Plan

Cheryl Caines, Development Services, showed where the project was in town. The parcel was designated Innovation Village on the Land Use and Character Plan and is zoned HI Heavy Industrial. She showed an aerial map of the location and said the site is 84.61 acres. The Operations Center will be 23,748 square feet and the Training Center 18,329 square feet with 14.13 outdoor acres for activities and storage.

Catherine Jacobs, Development Services, explained the redesign of the sewer to the future Fire Station 3, and the gravity sewer and force mains needed. She said the road widening along Woods Creek Road and the new Cinder Station Road would be constructed to one-half the ultimate cross section per the Comprehensive Transportation Plan (CTP) with connection points on Cinder Station Road. A Traffic Impact Analysis (TIA) was performed on a limited number of intersections.

Ms. Jacobs said a Development Agreement was approved last March but an amendment was being negotiated and would come back to Council in August.

Planning Board representative Joanna Holder said that Planning Board recommended approval with a vote of 9 – 0. She said they discussed traffic but thought it would be low.

Mayor Mayefskie opened the public hearing and the following input was received: none. There being no input, Mayor Mayefskie closed the public hearing.

Laura Holloman from McAdams, spoke on behalf of the applicant. She said that other members of the team were also present to answer questions if need be. She said this parcel was rezoned in March of 2023. She outlined the proposed site plan and landscaping plan. She gave details of the buffers and storage shielding. She said that in HI: Heavy Industrial no tree preservation is required, but they are proposing over 33 acres of tree preservation. She showed proposed elevations and discussed architectural features, as shown in the Design Manual that was presented at the rezoning.

Ms. Caines said the Findings of Fact to be considered are whether the development meets the applicable Unified Development Ordinance standards for a Development Plan in the HI Heavy Industrial District related to:

- District standards;
- Uses;
- Mitigate incompatibilities between land uses;
- Assures the timely provision of required streets, utilities, and other facilities and services to new land developments.

Council member McGrath said this was a very positive project for the community, but he questioned the last finding. He asked for an estimate for how much road frontage was necessary to get to the ultimate cross section for the full span of Woods Creek Road. Chris Hills said it would be nearly 3.5 to 4 miles to avoid the “accordion effect” and about 60% is unfunded. Council member McGrath asked for a cost estimate and Mr. Harrington said staff would have to get back to Council on an estimate, but it would be in the tens of millions. Council member McGrath expressed the desire to continue working with partners to press NCDOT to fund the widening of that road.

Action: Motion to make and accept Findings of Fact for consideration of and to approve Development Plan 22-DP-09 for Duke Operations and Training Center as submitted by McAdams, dated Revised 4/7/2023 with the conditions listed in the staff report.

Motion by: Wolff

Second by: Hewetson

Vote: unanimous

14. Cass Holt Crossing Rezoning

Cheryl Caines, Development Services, said application had been made to rezone 5608 and 5629 Cass Holt Road from RR Rural Residential to NR Neighborhood Residential Conditional Zoning. The applicant has asked for more time to continue negotiating the Developer Agreement and asks that the public hearing be continued to August.

Mayor Mayefskie opened the public hearing.

Action: Motion to continue Public Hearing to August 15, 2023.

Motion by: McGrath

Second by: Hewetson

Vote: unanimous

NEW BUSINESS

15. Declaration Establishing School No Parking Zones

Scott Chase, Assistant Town Manager, said the purpose of this item was to declare school no parking zones in Honeycutt Farm (on specific streets) and Garrison subdivisions. He thanked the staff and community members who came together to quickly work on a solution to this issue. He said that in the spring of 2023 residents increased contact with the Town regarding issues related to student parking. At the June 6th Town Council meeting several residents requested assistance and action to address the situation. Since that time staff has been developing potential solutions, including engagement with representatives from Holly Springs High School and the impacted neighborhoods. On July 12th staff held a community meeting with residents of Honeycutt Farm and Garrison, and the Holly Springs High School Principal to discuss the situation. Concerns centered around littering, noise and profanity, damage to private property and reckless driving. There were concerns about student drop-offs, existing designated parking, and feedback on where additional signage should go. Mr. Chase said that staff recommends declaring School No Parking Zones and placing no parking signs. Council will be brought ordinance changes in August establishing fines and enforcement.

Mr. Chase showed the walking radius from the high school that was considered, along with pedestrian access in deciding where to place the initial signs and the reminders. He showed proposed designs for the signs as well as preliminary sign locations in each neighborhood. Mr. Chase said there would be phased enforcement with a police presence and education, ticketing and notification to the registered owner, window stickers, and “booting” of tires for repeat offenders. He said that school opens on August 28th and there is a communications plan ready to go. Next steps would include amending the Ordinance at the August meeting, communication to the public, and enforcement.

Mayor Mayefskie expressed his appreciation of the way the residents approached the Town on this issue.

Council discussed the tying of the no parking to school dates and times, after-hours events, parking for contractors and tradespeople during these times, and the possibility of neighborhood permits. Council questioned the source of funding for the signs and was told that there are funds for traffic enforcement in the budget.

Action 1: Motion to declare School No Parking Zones in Honeycutt Farm Subdivision on Alumroot Rd., Clapper Ln., Darter St., Vontega Way, Hibriten Rd., Tiguan Ct., Luftee Ln., Raccoon Path, and Kephart Way, and in Garrison Subdivision from the hours of 6:30 am to 3:30 pm on days when Holly Springs High School is in session.

Motion by: Wolff

Second by: Hewetson

Vote: unanimous

16. 2023 Limited Obligation Bonds

Tina Stroupe, Finance Director, said this item is part of the process of issuing Limited Obligation Bonds (LOB). The funds would be used for construction of Fire Station 3, the purchase of a fire ladder truck, and construction of Phase 1A of the Operations Campus. She said the request was for a slightly higher amount than estimated costs to allow flexibility in case bids come in higher than expected. She explained the steps in the LOB process from this Initial Resolution, approval of the Guaranteed Maximum Price, to the public hearing, receiving ratings from the rating agencies, and receiving Local Government Commission approval. She said the timeline included the public hearing, and submitting to LGC in August, LGC approval and adoption of the approving resolution in September, and closing of the Bond Sale in October.

Action: Motion to adopt Resolution 23-20 authorizing the negotiation of an installment financing contract, calling for a public hearing and directing publication of the Notice of Public Hearing, directing application to the Local Government Commission, and directing to retain the necessary professional essential for the debt issuance process.

Motion by: McGrath

Second by: Hewetson

Vote: unanimous

A copy of Resolution 23-20 is attached to these minutes.

17. Interlocal Agreement Water Treatment Plant Expansion and Construction Management Agreement

Kendra Parrish, Executive Director of Utilities and Infrastructure, said this item was to consider approval of an Interlocal Agreement for the expansion of the Sanford Water Facility and Construction Management Agreement. She reminded the public of the major utility projects involving water and wastewater and discussed the cooperation with other municipalities in order to deliver more water to Holly Springs. She explained how this regionalization creates a high level of services with reduced financial impact to customers. She showed the project schedule for the Sanford Water Filtration Facility with bid opening planned for late August and completion is September of 2027. The water would be conveyed to Holly Springs in cooperation with Fuquay-Varina, another method that will reduce costs. She explained how that conveyance would work.

Ms. Parrish said that Holly Springs would have a 12.5% ownership interest in the expanded plant, for 4MGD of water. Sanford would have 100% operational control over the plant with partners sharing in capital costs and fixed annual costs based on their ownership interest. Ownership shares can be sold or leased to other partners with Sanford having right of first refusal. The ILA is for a 99-year term, but the ownership is perpetual. She explained what would happen in case of a water shortage, and other terms of the ILA, including water conservation efforts and service interruptions.

Council member McGrath asked about water conservation efforts, and how Holly Springs compares to other areas in our daily use per capita. Ms. Parrish said she would look at that and get back to Council. Council member McGrath asked the Town Attorney what our liability would be. Mr. Schifano said we are a 12.5% owner, so whatever is not covered by insurance (and we do require that it all be insured) we would be responsible for 12.5% of, jointly with the other partners.

Action 1: Motion to approve the resolution for the Interlocal Agreement.

Motion by: McGrath

Second by: Wolff

Vote: unanimous

Action 2: Motion to approve the Construction Management Agreement.

Motion by: Hewetson

Second by: McGrath

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 public comments were received in writing: one anonymous comment regarding traffic.

The following public comments were received in person: none.

OTHER BUSINESS

Council member McGrath asked for a comment on the water billing issue. Mr. Harrington said that late last night part of the automated system sent text messages about past due bills when the bills were not past due. Ms. Stroupe said at this point staff does not know how many erroneous phone calls and texts went out because they were able to stop it once they realized it was happening. Today was cut off day and there were only 66 accounts on the list, which is good. As people call in staff has apologized, letting people know there was a glitch in the system. We are trying to figure out how to notify those who did get the erroneous notice without spamming the people who did not get the message. Mr. Harrington said if anyone has a question or feels they got the message in error, please call 311 or Finance or come in to confirm that you are up to date. Ms. Stroupe said the 311 system had the information and were able to look at the accounts to let people know the status of their account.

Council member McGrath said there are things going on around the 540 project and asked if staff was working with NCDOT to make sure the word is getting out to residents. Mr. Harrington said we always try to amplify when NCDOT or Turnpike Authority tells us what is going on. We can follow up, given that you have seen some new signage and see if we can get the word out.

Mayor Mayefskie thanked the Scout troop for coming out to the meeting tonight. He said he took a bike ride on the Utey Creek Greenway, to get to the Farmers Market, and it is a great greenway.

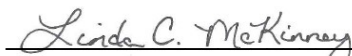
MANAGER'S REPORT

Randy Harrington, Town Manager, said a big Thank You to Parks & Recreation, Police, Fire and Public Works for the July 5th fireworks. About 10,000 people turned out and it was a fun event. Second, the Village District Area Plan Advisory Committee has a meeting on August 1st and there is an open house on Saturday Aug 26 from 8:30 – 11:30 am to which the public is invited.

CLOSED SESSION: none.

Adjournment: Council member McGrath made a motion to adjourn at 8:20 pm. It was seconded by Council member Wolff and passed with a unanimous vote.

Respectfully Submitted on Tuesday, August 15, 2023.



Linda C. McKinney, Town Clerk

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