



MINUTES

The Holly Springs Town Council met in regular session on Tuesday, December 5, 2023. 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 Berry, Council members Aaron Wolff, Timothy Forrest, and Danielle Hewetson.

Council Members Absent: Council member Shaun McGrath.

Staff Members Present in Chambers: Randy Harrington, *Town Manager*; Scott Chase, *Assistant Town Manager*; John Schifano, *Town Attorney*; Linda McKinney, *Town Clerk* (recording the minutes); Mathew Mutter, *IT*; Kathy White, *Deputy Clerk*; Corey Petersohn, *Budget and Sustainability*; Cassie Hack, *Director, Communications and Marketing*; Tina Stroupe, *Finance Director*; Chris Hills, *Director of Development Services*; Aaron Prichard and Elizabeth Goodson, *Development Services*; LeeAnn Plumer, *Director, Parks & Recreation*; Matt Beard, *Parks & Recreation*.

2. and 3. The Pledge of Allegiance was recited followed by a moment of silence.

4. Agenda Adjustment: The December 5, 2023, meeting agenda was adopted with changes, if any, as listed: none.

Motion: Berry
Second: Forrest
Vote: Unanimous

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:

5. Minutes – Council approved the minutes of the November 14, 2023 Workshop meeting.

6. Construction Manager at Risk Pre-construction Services Contract for the Park and Recreation Center on Cass Holt Road – The Council approved a pre-construction contract with Frank L. Blum Construction Company for their role as the project Construction Manager at Risk (CMAR) in the amount of \$463,210 for the Park and Recreation Center on Cass Holt Road.

PUBLIC HEARINGS

7. Downtown Area Plan Comprehensive Plan Amendment

Aaron Prichard, Development Services, introduced Chris Geddes from Design Workshop to discuss the Downtown Area Plan. Mr. Geddes outlined the process of the development of this plan since September 2022. He said there was robust engagement from the community including more than 2,000 survey responses, over 350 attendees at open houses, productive stakeholder

interviews and enthusiastic participation from the Advisory Committee. He said Council has asked to focus on the Downtown Core from Holly Springs Rd. to Elm Avenue, to provide opportunities for infill development and enhanced character while protecting the integrity of residential neighborhoods. The Vision Statement for the plan was “The Downtown 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. He outlined the development capacity of the 72 acres within the Downtown area. He said the community indicated interest in five priorities: Mims Park, a Public Market, a Festival Street, a Curated Downtown, and Greenway Connections.

Mr. Geddes said that the goal for Mims Park was to create an updated vision plan, begin near-term improvements, develop a funding strategy, and prioritize Phase 1 improvements for near-term. He said the potential elements of the Public Market included a semi- or fully-conditioned pavilion with event kitchen, café space, and restrooms; vendor parking/loading; electrical service; event equipment; shade and seating; and child-focused amenities. He said the Festival Street would be open to traffic normally, but can be closed to autos during events. Potential elements included a curbless street section, enhanced paving materials, large tree canopy, overhead string lights, gathering spaces and seating, and public art. The curated downtown tool kit includes a Town Square, public art, boutique retail, as well as street composition, vertical mixed use, urban civic spaces, consistent building scaling, and the creation of a Downtown Business Alliance. The Greenway Connections would bring people to downtown in ways other than in vehicles. This could include new sidewalks on Avent Ferry, Main Street, Elm, Oak, and Pine; temporary bike lane striping on Earp and Ballentine, sidepaths along Grigsby, Stinson, and Avent Ferry; bikeway signage, a bike route through Mims Park.

Mr. Geddes said the implementation plan included an action plan, an implementation matrix, and design guidelines. He outlined the seven steps of the action plan, and gave examples of the implementation matrix and design guidelines.

Mr. Prichard said that the Downtown Area Plan Advisory Committee voted unanimously to recommend approval of the plan with a vote of 7 – 0, with 6 members absent.

Joanna Holder, Planning Board representative, said that the Planning Board recommended approval with a vote of 9 – 0. The Planning Board also approved a motion recommending an implementation strategy about expanding free public Wi-Fi throughout the Downtown with a vote of 9 – 0.

Mayor Mayefskie opened the public hearing and the following input was received:

Sarah Larson, a member of the Parks & Recreation Advisory Committee and part of the Downtown Area Plan committee asked Council to support the plan.

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

Council members and the Mayor expressed their excitement for the plan and their gratitude to all who worked to bring it to fruition.

Action: Motion to approve Comprehensive Plan Amendment 23-CPA-06 to adopt the Downtown Area Plan (2023) as Appendix E of Vision Holly Springs Section 1: Land Use & Character Plan with the condition that an implementation strategy is added recommending expansion of public Wi-Fi service throughout the Downtown.

Motion by: Wolff

Second by: Forrest

Vote: unanimous

ORGANIZATIONAL MEETING

8. Recognition of outgoing Council Member Aaron Wolff

Mayor Mayefskie and each Council member spoke about the service to the Town by Council member Aaron Wolff, who is rotating off Council, and shared a favorite memory. Staff presented Dr. Wolff with tokens of appreciation, and he said a few words.

9. Oaths of Office

Town Clerk Linda McKinney administered the Oath of Office to Council members Danielle Hewetson, Chris Deshazor, and Annie Drees.

A new quorum was established as the Mayor and five council members were present as the meeting resumed.

Council Members Present: Mayor Mayefskie, Council members Dan Berry, Timothy Forrest, Danielle Hewetson, Chris Deshazor, and Annie Drees.

Council Members Absent: none.

10. Election of Mayor Pro Tem

Mayor Mayefskie said that he had discussed the position of Mayor Pro Tem with each council member, and the consensus was for Dan Berry to continue in the role.

Action: Motion to elect Dan Berry as Mayor Pro Tem.

Motion by: Hewetson

Second by: Forrest

Vote: unanimous

11. Confirmation of Mayoral Appointments to Area Boards and Committees

Mayor Mayefskie said that he had spoken with Council members about their preferences for serving on various boards and committees, and members had volunteered for the positions, as listed in the chart below. He asked for a motion.

Action: Motion to appoint the following people to the following groups:

Committee or Board	Lead	Alternate
Central Pines Council of Governments	Chris Deshazor	Tim Forrest
Transportation Advisory Committee of CAMPO	Sean Mayefskie	Chris Deshazor
Parks & Recreation Advisory Committee	Tim Forrest	Danielle Hewetson
Tree Advisory Committee	Danielle Hewetson	Annie Drees
Land Use Advisory Committee	Chris Deshazor	Dan Berry
Legislative Action Committee	Dan Berry & Annie Drees	
Town Council Nonprofit Grants Committee	Dan Berry & Annie Drees	
NC League of Municipalities Voting Member	Tim Forrest	

Motion by: Berry

Second by: Forrest

Vote: unanimous

12. Adopt the Calendar Year 2022 Town Council Meeting Schedule

Town Clerk, Linda McKinney said that Council adopts its official schedule of meetings at the first meeting in December and files it with the Clerk's Office. Council will hold business meetings on the third Tuesday of each month, and workshop meetings on the second Tuesday of each month, and quarterly meetings as necessary in March, June, September, and December, with the following change, recommended by the Town Manager:

- Cancelling the August workshop meeting as a reduced summer meeting schedule.

Action: Motion to adopt the 2024 Town Council Meeting Schedule as stated in the agenda packet.

Motion by: Forrest

Second by: Berry

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 comment suggesting the need for a street to run parallel to Holly Springs Road to reduce congestion.

The following public comments were received in person:

Elizabeth Stitt, 3113 Friendship Road, Apex, said she was here to update Council on her and her neighbors' activities regarding Friendship Innovation and Camp Helix. She said they are strengthening their relationship with NCDOT and the State Highway Patrol on ticketing overweight vehicles and repairing the road. They are creating a neighborhood watch to give the State Highway Patrol a heads up when they see overweight vehicles. They will educate the business community that is moving in to try to maintain the integrity of their road. She said that she was told that only a half-full tractor trailer truck would be under the weight limit. She said that they will be working with their state legislators. She said it was not fair that they had to do that.

Grace Bartels, said she was here to talk to Council about recycling. She said that we are told empty greasy pizza boxes are not recyclable because the grease can ruin an entire batch during recycling. But she said that the grease content can weaken it if the grease is above 20%. There is no technical reason to not allow pizza boxes in Holly Springs recycling. She quoted various sources and asked Council to consider the research and science on recycling of pizza boxes. She gave Council handouts regarding the studies she referenced.

OTHER BUSINESS

Council member Drees thanked her family for being there to support her and for supporting her through the campaign and tonight. She said it was a privilege to see so many friendly faces here tonight and she wanted to honor the trust they put in her.

Council member Hewetson spoke about Light The Springs and how magical it was for her and her family. She expressed appreciation to the Town Staff for putting on a lovely event. She said she was looking forward to the Parade and other Holiday events in town.

Council member Deshazor said it was an honor and a privilege to hold this seat and to see so many friendly faces. He expressed appreciation to his family for their support. He thanked the Planning Board and said how much he enjoyed his time on that Board, and he felt like they worked together and collaborated, and he wants to bring that collaboration to Council. To Ms. Bartles he said he was impressed with a high school student giving such a poised presentation.

Council member Forrest welcomed the new council members and said he looks forward to working with them. He congratulated MPT Berry for being reelected Mayor Pro Tem and reminded everyone how well he stood in for Mayor Sears when he was ill. He requested Council direct staff to look into the pizza box recycling. There was consensus. Randy Harrington, Town Manager said that item would be referred to the Public Works director.

MPT Berry welcomed the new Council members and said he was looking forward to working with them all. He said he received an email last week that Local Time Brewery was awarded Brewer of the Year and earned a silver and a gold for two of the beers they made. He congratulated the owners.

Mayor Mayefskie said that the Herbert Akins Middle School students who presented at the last meeting have been selected to go the State Finals for the Samsung Solve for Tomorrow competition. He talked about how a truck is the first impression people get from a business, and he congratulated the Public Works team for how clean the Town trucks always are. It makes a good impression. He spoke told the public about a fund raiser for the medical bills for a resident who Was injured in an accident.

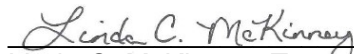
MANAGER'S REPORT

Randy Harrington, Town Manager, said that first, he wanted to congratulate all the newly elected Council members and said he looks forward to working with them all. Second, this weekend there are several holiday events. Friday and Saturday at Ting Park there is the Tree Trail put on by the Holly Springs Chamber of Commerce. On Saturday is the holiday parade at 10 am. And Parks and Recreation is sponsoring Santa Cares, a sensory sensitive Santa event to allow families with children with special needs to experience a visit to Santa in a comforting environment. This event will be Tuesday December 12th.

CLOSED SESSION: none.

Adjournment: MPT Berry made a motion to adjourn at 8:09 pm. It was seconded by Council member Forrest and passed with a unanimous vote.

Respectfully Submitted on Tuesday, December 19, 2023.



Linda C. McKinney, Town Clerk

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