MINUTES

The Holly Springs Town Council met in regular session on Tuesday, March 19, 2024. Mayor Mayefskie presided, calling the meeting to order at 7 p.m. A quorum was established as the Mayor and five Council members were present in the Chamber as the meeting opened.

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

Council Members Absent: none.

Staff Members Present in Chambers: Randy Harrington, *Town Manager;* Daniel Weeks, *Assistant Town Manager*; Scott Chase, *Assistant Town Manager;* Jay Osborne, *Assistant Town Attorney;* Linda McKinney, *Town Clerk* (recording the minutes); Lindsay Goldstein, *Paralegal;* Jeff Wilson, *IT Director;* Mathew Mutter and Kameron Womack, *IT;* Kathy White, *Deputy Clerk;* Corey Petersohn and Mary Beth Spoehr, *Budget and Sustainability;* Cassie Hack, *Director, Communications and Marketing*; Paige Scott, *Director*, *Public Works*; Kendra Parrish, *Executive Director, Utilities & Infrastructure;* Kimberly Keys and Wes Hicks, *Utilities & Infrastructure;* Sean Ryan, Aaron Prichard, and Cheryl Caines, *Development Services;* LeeAnn Plumer, *Director, Parks & Recreation;* Adam Huffman, *Parks & Recreation;* Irena Krstanovic, *Director of Economic Development;* Tina Stroupe, *Finance Director.*

2. and 3. The Pledge of Allegiance was recited followed by an invocation by Jake Nelson of The Church of Jesus Christ of Latter-Day Saints.

4. Agenda Adjustment: The March 19, 2024, meeting agenda was adopted with changes, if any, as listed: none.

Motion: Berry
Second: Forrest
Vote: Unanimous

RECOGNITIONS

5. Holly Springs Half Marathon Recognition

Sarah Larson spoke representing the Holly Springs Half Marathon Foundation (HSHM). She thanked the Town for its continued partnership in hosting the annual running event. She said that HSHM had donated two new water fountains as part of their yearly contribution. She thanked the Holly Springs Police Department for their partnership and assistance with the race, and recognized the volunteers that make the races possible.

REQUESTS AND COMMUNICATIONS

6. Yard Waste Program Update

Randy Harrington said that we are in the third week of the Yard Waste Program and wanted to give Council an update. He said that four years ago we realized that the yard waste program was broken. We could not scale it to our population. It was inefficient and damaging to our streams. He said it was very attractive to individuals, but when you extrapolate that over 50,000 people, it became apparent that it was not sustainable. In Oct. 2021 we began to engage Council and residents/HOAs on how we could improve this. What became clear was that some sort of containerization would become necessary. Many municipalities in North Carolina use a container model – sometimes plastic bags or compostable bags, and sometimes carts. He said Ms. Scott would share data on how we got to the program and what we have seen in the implementation.

Paige Scott, Director of Public Works, said that the new program puts us in compliance with the Town's federal stormwater permit, reduces flooding on private property from yard waste debris clogging storm drains, produces safer and cleaner streets and improved neighborhood aesthetics. It also reduces equipment failures, provides a safer work environment for employees, and can scale with the Town's growth. She said we are one of the last municipalities in Wake County to implement something like this.

Ms. Scott said that we are seeing an increase in the number of carts set out. She said that we expect to see fluctuations as the seasons change. We are seeing high levels of compliance with less than 1% of households being out of compliance.

Ms. Scott said the convenience center has been a huge success. She said that the hours and days have expanded starting in March to 7 days a week from 7 am to 3 pm. She said the convenience center is pivotal to the success of this program.

Ms. Scott said that they are listening to residents' feedback. One lesson learned is that education on the website needs to be improved, which they have done. She spoke about educational efforts and the help from 311 to educate people on the new model. She said they are getting complaints about routing, some of which were due to residents not putting their carts out at the proper time, but they have gone back out to collect and educate. She said that the Convenience Center has expanded its program to accept comingled yard waste.

Ms. Scott said that April 8-12 would be a fee-free yard waste sweep. Yard waste should be at the curb the Sunday prior to this week. It should be resident produced yard waste, not landscaper produced. We will see how this works and decide whether to continue the program.

Council member Deshazor commended staff for continuing to get the message out and for re-evaluating the program as it rolls out.

Council member Drees asked how residents should contact the Town if they have questions or concerns. Ms. Scott said 311 is the best way to reach out. If the 311 staff can't answer something, they will send it to Public Works. Council member Drees asked if composting was part of the eventual plan for the convenience center. Ms. Scott said we do not have that ability yet but it is in the plan.

Council member Forrest thanked staff for reminding us why we need the program. He said that residents have said good things about Freddie Rodriguez (Solid Waste Manager) in the past days so he is doing a good job.

MPT Berry said it's important to keep driving the education. He said he was telling the public to use the spring yard waste sweep. He said the free week has always been part of the plan, but some people are just now hearing about it. Ms. Scott said staff wanted to get the education out about the carts first, and then the sweep, so that is why we are rolling it out that way. She said we are discouraging residents from leaving waste out prior to the Sunday before the sweep.

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:

7. Minutes – Council approved the minutes of the February 20, 2024 business meeting.

8. Monthly Budget Amendments and Grants – The Council received the report of manager approved budget amendments authorizing the Town Manager to accept a grant from the North Carolina 911 Board and adopted Project Ordinance 24-06 Grants and Special Revenue Fund.

9. 11623 Holly Springs New Hill Rd. – Voluntary Annexation A23-06 – The Council adopted Resolution 24-06 directing the Town Clerk to investigate the sufficiency of annexation petition A23-06 and setting the public hearing for April 16, 2024.

10. Certification of Zoning Map – The Council adopted Resolution 24-07 approving certification of the Zoning Map.

11. Operations Campus Phase 1A GMP Amendment for Additional Construction Services and Materials - The Council approved the town-initiated Operations Campus Phase 1A GMP Amendment for $631,329, increasing the new contract and GMP amount from $2,999,980 to $3,631,309.

12. Condemnation Resolution for Main Street Right Turn Lane (Bond) Project – The Council approved Resolution 24-08 authorizing the Town to proceed with condemnation proceedings for the unobtained easements needed to allow Duke Energy Progress to upgrade their utility lines and authorized the Town Attorney to file condemnation proceedings.

PUBLIC HEARINGS

13. Green Oaks Tech Center PUD Major Amendment 21-PUD-01-A01

Cheryl Caines, Development Services, said this item was to consider a Planned Unit Development (PUD) Major Amendment to modify standards related to permitted building materials. She said the property was designated as Innovation Village on the Land Use and Character Plan and zoned PUD. She reminded the public that a PUD allowed master planning of larger tracts with uses and patterns that are not allowed outright. It is to encourage creativity and innovation and allows applicants to create unique or site-specific zoning standards.

Ms. Caines said that Green Oaks Tech Center PUD, also known as Yield 2.0, was approved on November 30, 2021 as an employment campus with a high quality, cohesive design with distinct districts. Within the property, Pods 3, 4, and 5 have approved development plans and Pods 4 & 5 are under construction. She described the three districts of the PUD: Commercial District, Innovation District, and Southern Edge District. The proposed amendments would not apply to the Commercial District; they would be in areas south and west of Pod 5, in the Southern Edge District and a small part of the Innovation District. She said the applicant is seeking to modify standards to allow painted concrete and to add certain accent materials. They have also agreed to incorporate certain maintenance standards to keep the painted concrete in good repair. They propose limiting paint colors to one per building, and accent colors of wood, metal, and stone per the designated material types and colors, and limited to no more than 20% of each façade. She showed the proposed palette. She said the maintenance standard would address maintenance and appearance concerns by requiring a Property Owners' Association (POA) with architectural review powers, and maintenance standards to address color fading, peeling, or chipping. Ms. Caines reviewed the proposed amendments and said that staff recommends approval.

Council discussed the Property Owners' Association, the fact that this was a zoning amendment and would thus stay with the property, even if it was sold, and the enforcement options the Town has if the Property Owners' Association did not follow the maintenance standard.

Roger Bess, Planning Board representative said that the Planning Board voted to recommend approval with a vote of 8 – 1. Much of the discussion was assurance from staff that this was enforceable. They discussed the color palette and the POA. The dissenting vote, Mr. Crandall, regarded the cost shift from the builder to the tenant with no reason given but to save the builder money.

Ms. Caines said that it is typical of our commercial properties to have either a manager on site that works with our enforcement team, or an association that works with our team.

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

Elizabeth McMillan, with Crescent Communities, speaking for the applicant, explained the reasons for the request and the maintenance commitments included in the request. She said they use painted concrete in many of their projects throughout the U.S. and using it will reduce the timeline. It will result in a lower cost, but they will pass that along in the form of lower rents. She showed examples of the current buildings on the site with embedded color concrete, and then showed examples of buildings with painted concrete from other projects they have constructed. She said that the tenants they are trying to attract are looking for speed to market, and this will assist with that.

Mayor Mayefskie asked what the warranty was on the prefinished concrete. Ms. McMillan said that there are different warranties for different parts of the building, and she wasn't sure. But she said she expects painting to be done every 7 to 10 years.

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

Action: Motion to adopt Rezoning Ordinance RZ24-02 to adopt Statement of Compatibility and approve Planned Unit Development Major Amendment 21-PUD-01-A01.

Motion by: Forrest
Second by: Hewetson
Vote: unanimous

14. Voluntary Annexation A23-09, 12037 Holly Springs New Hill Rd.

Aaron Prichard, Development Services, said the Town received an application for annexation of about 1 ½ acres off Holly Springs New Hill Road. He showed the location and said that this would fill in a "donut hole" of unannexed property. It is part of the Regency subdivision and will be incorporated as open space. There will be road widening and installation of a sidewalk extension along Holly Springs New Hill Rd.

Mayor Mayefskie opened the public hearing and the following input was received: none.

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

Action: Motion to adopt Annexation Ordinance A23-09 to approve annexation of the property included in the application.

Motion by: Forrest
Second by: Hewetson
Vote: unanimous

NEW BUSINESS

15. 2035 Wake Transit Plan Update Stakeholder Appointment

Aaron Prichard, Development Services, said CAMPO has requested three representatives from Holly Springs to serve on the 2035 Wake Transit Plan Update Stakeholder Committee. The committee will meet approximately 6 times over an 18-month period to review plan goals and drafts and give input to form the plan, which will outline regional transit options for the next ten years. They have requested one elected official, and two other representatives. Administration recommends a member of the Planning Board (to be appointed by them at their March 26th meeting) and Jon Kegerise, VP of Manufacturing and Site Head for CSL Seqirus, who was approached by the Economic Development office and agreed to serve. If Council is in agreement with these choices, then their task tonight is to choose a representative from among themselves to serve on this committee.

Mayor Mayefskie asked if there was a need for an alternate on this committee. Randy Harrington, Town Manager, said there was no need, unless Council desired one.

Council member Deshazor said it wasn't a bad idea to have an alternate and he is willing to be the alternate since he already serves on CAMPO.

Action: Motion to appoint Council member Hewetson to serve on the 2035 Wake Transit Plan Update Stakeholder Steering Committee, and to appoint Council member Deshazor as alternate.

Motion by: Forrest
Second by: Deshazor
Vote: unanimous

16. North Carolina DOT Signal Upgrade and Timing Design Reimbursement Agreement

Kendra Parrish, Executive Director of Utilities and Infrastructure, said that the purpose of this item was a request for Council to approve the NCDOT municipal agreement for design of Phase 3 of the Intelligent Transportation System (ITS), and to update Council on advancements since last October. She reminded the public that ITS is a supplemental transportation strategy for advancing safety and mobility, using communication and information technology to lead to better traffic management and operation. She reminded Council and the public how this would improve traffic in Holly Springs and how Holly Springs' selection by NCDOT for this pilot project means we would get this done sooner and for less money. She said that Phase 1 and 2 are complete. Phase 1 was 100% NCDOT funded project and Phase 2 was funded from the Community Investment Plan.

Ms. Parrish said that the current municipal agreement is for Phase 3: Upgrade signal software, update signal timing plans & create fiber connection to NCDOT traffic center. The funding is $1.7 million from NCDOT and $310,000 from the Town. It will enable "always on" communication, notifications of system issues, and remote systems updates. After this, Phase 4: Community Signal Management System will be a future budget request, but the Ops Campus that is being built will have a facility to allow real time monitoring of congestion and adjustments.

Jeff Wilson, Director of Information Technology, said that every signal in town has had fiber installed. He showed the locations of the signals. He said the cameras were installed as part of Phase 2 and explained that they would track cars, not people, and be able to follow a car from its entering the Town limits. This will help with traffic planning and future signal timing. He emphasized that the cameras are not used for enforcement.

Mr. Wilson said that Phase 3 will have benefits around mobility, analytics, and safety. He said that NCDOT funds for this pilot program will allow us to complete a project more quickly that was scheduled to take 7 – 9 years. It will impact mobility by reducing congestion and the environmental impact of idling vehicles, will improve communications and connectivity and issue resolution. Benefits to analytics include the ability to get accurate traffic counts, improve timing plans, and to have synchronized time. Safety benefits include the ability to have emergency vehicle preemption, to manage traffic incidents, and improve technician safety.

Mr. Wilson explained that Phases 1 & 2 are completed and paid for. Phase 3 has $200,000 budgeted in the CIP and will need $110,000 allocated from Street Reserves, for a total of $310,000 of local funds to get a $1.7 million upgrade. After design, the next step will be a second Municipal Agreement for construction, which will come back to Council for approval in order to complete Phase 3.

Mr. Wilson said that this success was a testament to Council's investment, adding the fiber at a time when we could not predict that it would be used in this way. Randy Harrington, Town Manager, said that because of Council's investment we are positioned to take advantage of this pilot program.

Council discussed which other municipalities had programs like this and how it could be expanded in the future to include artificial intelligence components. Council asked if staff knew what the impact to traffic would be. Mr. Wilson said he could pull some studies and send the information out in a Friday briefing. Ms. Parrish said that a range that had been seen in other places was from 10 – 18% improvement.

Action: Motion to approve the NCDOT Municipal Agreement with a Town contribution amount of $50,000.

Motion by: Deshazor
Second by: Hewetson
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 from Kristen Valus asking for an ordinance to make balloon releases illegal, for an update to the UDO to increase the protected tree canopy, and to pass the nondiscrimination ordinance; and one comment from Kat Tarsaswarm requesting regulations around Flytrex drones' flyover zones.

The following public comments were received in person: none.

OTHER BUSINESS

Council member Deshazor said he was getting messages about the school board and the new proposed high school assignments. That is not our jurisdiction, and he has asked people to contact the school board. But he recommended asking someone from the school board to meet with Council at a workshop to discuss school assignments.

MPT Berry said he was at a school board meeting and asked about a document in the planning process about the impact of schools that one of our neighbors receives. He said the document is not just about new schools, it is a document that shows what impact would be to each school, where they are being capped etc. Chris Hills, Director of Development, said they have engaged with the County on this issue and said that it was our desire to receive this document, but they have not been able to get that commitment. He said the County did not explain why one municipality got this and we don't, but we continue to work with them.

Council member Drees said she was at that municipality for a school board discussion on school planning and public safety and got a copy of the documentation request from the school board to Holly Springs, but we need their commitment as well.

Mr. Harrington asked for clarity on the request to bring a member of the school board to talk about development, their plans, and school assignment component. Council said that was their consensus.

Council member Drees said it is Creek Week this week. She thanked town staff for this and for Story Walk. She thanked Congressman Nickel for getting the funding for the water conveyance system, and reminded people of Arbor Day celebration this Saturday.

Council member Forrest asked for the attorney's office to provide a legal opinion on what we can and cannot do regarding the FAA and drone regulations. Mr. Harrington said when we have received complaints we have forwarded them to Flytrex who have been very appreciative of the ability to reach out to residents and they have sometimes altered their flight paths.

Council member Forrest said he would like to flesh out a legal review committee and what it could do and what the purpose of it would be. He asked for that to come to a future meeting for discussion. Mr. Harrington asked Council if that was something they wanted to do. There was discussion about duplication of work, the impact and requirements of the open meetings law, and whether there were other solutions to receiving confidential information prior to a closed session that required action. Mr. Harrington said he would put this topic on a workshop agenda.

Mayor Mayefskie said that last year the legislative action committee, he and Mr. Harrington went to Washington DC to meet with our delegation, and we had success as evidenced by the funds received for the water conveyance line. He said they are going back tomorrow to meet with our representatives to try to see how we can work together to bring more back to Holly Springs.

MANAGER'S REPORT

Randy Harrington, Town Manager, said Creek Week and Arbor day are great events happening this week. He thanked Paige Scott, the Public Works team and the 311 team who have been working very hard on the roll out of the yard waste program.

He said some events coming up include:

- Hoppin' hunt for grownups – a flashlight egg hunt after dark Saturday at Sugg; tickets required.
- Arbor Day Saturday morning, in conjunction with the Farmers market; and
- Spring Fling March 23rd at Ting Park.

Last week the Planning Board and Board of Adjustment got together for an orientation dinner. It was very successful. He recognized Jay Osborne, Assistant Town Attorney, who was filling in for John Schifano tonight.

Mayor Mayefskie asked Chris Hills for the contingency plans if it rains Saturday for the Arbor Day celebration. Mr. Hills said they were working on a contingency plan.

CLOSED SESSION: The Council entered into closed session, pursuant to N.C.G.S. 143-318.11(a)(4) to discuss an economic development incentive.

Motion by: Berry
Second by: Forrest
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 Forrest made a motion to adjourn at 9:00 pm. It was seconded by Council member Deshazor and passed with a unanimous vote.

Respectfully Submitted on Tuesday, April 16, 2024.

Linda C. McKinney
____
Linda C. McKinney, Town Clerk

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