MINUTES

The Holly Springs Town Council met in regular session on Tuesday, April 16, 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;* John Schifano, *Town Attorney;* Linda McKinney, *Town Clerk* (recording the minutes); Lindsay Goldstein, *Paralegal;* Mathew Mutter and Kameron Womack, *IT;* Kathy White, *Deputy Clerk;* Corey Petersohn and MaryBeth Spoehr, *Budget and Sustainability;* Cassie Hack, *Director, Communications and Marketing*; Tamara Ward, Kelly Miller, and Chris Belk, *Communication and Marketing*; Chris Hills, *Director, Development Services*; Sean Ryan, Aaron Prichard, Catherine Jacobs, and Cheryl Caines, *Development Services;* Kendra Parrish, *Executive Director of Utilities & Infrastructure*; Carrie Kennedy, Kimberly Keyes, Rachel Ingham, Sara Emig, Rachel Jones, and Seann Byrd, *Utilities & Infrastructure*; LeeAnn Plumer, *Director, Parks & Recreation;* Matt Beard, *Parks & Recreation;* Tina Stroupe, *Finance Director.*

2. and 3. The Pledge of Allegiance was recited followed by an invocation by Rabbi Mike Stevens of Beth Shalom.

4. Agenda Adjustment: The April 16, 2024, meeting agenda was adopted with changes, if any, as listed: none.

Motion: Berry
Second: Forrest
Vote: Unanimous

REQUESTS AND COMMUNICATIONS

5. Legislative Action Committee Introduction of Philip Isley

Randy Harrington, Town Manager introduced Philip Isley of Blanchard, Miller, Lewis & Isley, PA who will lobby for the Town's interests at the state level. Mr. Isley made a few remarks regarding his experience and his plans for working with the Town.

RECOGNITIONS

6. 2024 Holly Springs Citizens Academy Graduation

Cassie Hack, Director of Communications and Marketing, outlined the program of the Citizens Academy and recognized the 24 graduates of the first Academy.

7. Volunteer Appreciation Week

Mayor Mayefskie recognized representative volunteers from Parks & Recreation and the Town Hall Greeters and proclaimed April 21 – 27 Volunteer Appreciation Week in Holly Springs.

8. Building Safety Month Proclamation

Daniel Pope, Development Services, said that May is Building Safety Month. He outlined the themes for the 44th Building Safety Month in 2024 and how Holly Springs would be recognizing the importance of building safety. Mayor Mayefskie proclaimed May as Building Safety Month in Holly Springs.

9. Police Week

Mayor Mayefskie recognized the members of the Holly Springs Police Department and proclaimed May 14 – 18 Police Week in Holly Springs. Police Chief Paul Liquorie accepted the proclamation.

10. Mental Health Awareness Month Proclamation

Mayor Mayefskie proclaimed May as Mental Health Month in Holly Springs and presented the proclamation to Theresa Randall, ADA Coordinator for the Town of Holly Springs.

CONSENT AGENDA

Mayor Pro Tem Berry made a motion to approve all items on the Consent Agenda which was seconded by Council member Hewetson. Council member Drees asked if the Hunt Center item could be moved from the Consent Agenda. MPT Berry said her Motion was out of order. Mayor Mayefskie asked about procedure. Randy Harrington, Town Manager said Council could re-vote on the agenda adjustment or staff could send a follow-up report on the Hunt Center project. Council member Drees said a follow-up report would be fine. Vote to approve all items was taken and was unanimous. The following actions were affected:

11. Minutes – Council approved the minutes of the March 5, 2024 business meeting and the March 12, 2024 workshop meeting.

12. Monthly Budget Amendments and Grants – The Council adopted PAYGO Capital Project Ordinance 24-09 and authorized the Town Manager to sign and execute any contracts within the approved PAYGO project budget; authorized the Town Manager to sign and execute any contracts for the purchase of the combination truck within the approved stormwater fund appropriations; adopted Parks and Recreation Capital Reserve Ordinance 24-10; adopted Parks and Recreation Capital Project Ordinance 24-11; adopted Street and Sidewalk Capital Project Ordinance 24-12 and Street Capital Reserve Ordinance 24-13; and approved the associated budget amendments.

13. Eagles Landing Park and Recreation Center Construction Drawing Design & Construction Administration Contracts – The Council authorized the Town Manager to sign and execute professional services contracts for construction drawings design and related construction administration support for the Eagles Landing Park and Recreation Center project with CLH Design, PA for site/civil engineering services for $1,918,941.90 and with Davis Kane Architects, PA for architectural services in the amount of $3,650,500.

14. Fiscal Year 2023-24 Audit Services Contracts – The Council approved a contract with Cherry Bekaert LLP in the amount of $65,600 to perform the annual financial audit for the fiscal year ending June 30, 2024, and approved a contract with Cherry Bekaert LLP for preparation of the Town's Annual Comprehensive Financial Report in the amount of $27,250.

15. Hunt Center Lobby Renovation Construction Contract and Security Enhancements - The Council authorized the Town Manager to enter into a contract with Salisbury and Moore Construction for the renovation of the Hunt Center Lobby for an amount not to exceed $242,000; and authorized the Town Manager to approve and execute other related security and access

control contracts and any potential contingency change orders within the project scope and revised project budget of $346,864.

16. Emergency Communications Radio Console Contract – The Council approved a contract in the amount of $817,594 with Motorola Solutions to provide and install dispatch radio consoles in the 911 center and gave the Town Manager the authority to execute any contracts within the approved project budget.

17. Grant for Partnership in the Sanford Water Filtration Facility Expansion – The Council adopted Resolution 24-10 to accept the funding offer for a $6,000,000 American Rescue Plan Act Regionalization grant; approved the State of North Carolina Department of Environmental Quality Division of Water Infrastructure Funding Offer and Acceptance; and adopted Ordinance 24-08 to establish the Sanford Water Filtration Facility Expansion Capitol Project funding.

18. Sanford Water Filtration Facility Conveyance to Fuquay-Varina and Holly Springs Easement and Land Acquisition – The Council authorized the Town Manager to approve Temporary Construction and Permanent Easement and Land Acquisition expenditures and agreements within the existing project budget and ILA with the Town of Fuquay-Varina.

19. Wake County Community Development Block Grant Cooperation Agreement Extension – The Council supported automatic renewal of the Wake County Community Development Block Grant Cooperation Agreement for three years (2025-2027).

20. Amendment to Yard Waste Ordinance Appeals Process – The Council adopted Ordinance 24-07 amending Chapter 14 – Public Works, Article II – Yard and Leaf Waste, White Goods, and Bulky Trash Collection to specify an appeals process.

PUBLIC HEARINGS

21. 11623 Holly Springs New Hill Rd. Voluntary Annexation A23-06

Cheryl Caines, Development Services, said the Town received an application for annexation of about 12.67 acres off of Holly Springs New Hill Road. She showed the location of the property and said it was being combined with the parcel to the north and would have access. It is also a "donut hole" which would now be filled in.

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 A23-06 to approve annexation of the property included in the agenda packet.

Motion by: Deshazor
Second by: Forrest
Vote: unanimous

22. Eagles Landing Park Rezoning and Comprehensive Plan Amendment

Cheryl Caines, Development Services, said the purpose of this item was to rezone the park property from RR Rural Residential to RR-CD Rural Residential Conditional District for Eagles Landing Park, located along Cass Holt Road. She said the requested action would be to consider the rezoning and the utility allocation.

Matt Beard, Parks and Recreation, showed where the property is and said it would be the first park on the west side of NC 55. He outlined the public engagement that went into developing the Masterplan for the park. He said it was 56 acres across from the high school and it was a former agricultural site.

Ms. Caines said the property is designated partially Neighborhood Center and partially Mixed Residential Neighborhood on the Land Use and Character Plan, and zoned Rural Residential. She said that amending the Land Use and Character Plan would be in the best interest of the Town as having a park on this side of town, and near the high school, would further a Town goal. She said that the development review process dictated a legislative hearing to rezone the property, followed by a quasi-judicial hearing to approve the development plan.

Ms. Caines explained the proposed standards for landscaping, parking, and building standards and why staff things they would be a creative way to meet the spirit of the UDO and serve the public good. She explained that the parking being scattered, rather than only behind or beside the building, would allow parking to be close to the fields and other areas that would be used. She explained that the total number of parking spaces was for the rare times when special events are going on and the standard day would need about half the number of supplied spaces. She outlined the goals of a conditional district rezoning and outlined how the proposed standards address those design goals.

Catherine Jacobs, Development Services, said that the site would be served by sewer and water and showed the proposed route for the sewer line. She said the development has provided a utility allocation request. Staff has determined that there is sufficient water to meet the requested allocation. She said that a transportation study was completed. She showed the two access points on Cass Holt Road, one of which aligns with the High School access. She said the road frontage would be widened according to the Comprehensive Transportation Plan. She showed the seven intersections that were studied and said a potential traffic light could be installed at the northernmost driveway.

Planning Board Representative Rick Madoni said that the Planning Board recommended approval with a vote of 9 to 0.

Ms. Cains said the rezoning is complementary to the Future Land Use Plan, is reasonable and in the public interest. It would provide a park facility west of Highway 55, and proposes enhanced buffers and preserves tree stands. She said that staff recommends approval.

Council member Deshazor said the reduction in EV parking was a red flag for him. He asked if approving this would reduce the amount of EV parking. Mr. Harrington said Council always has the ability to increase the number of EV parking spaces. He said the typical expected use of parking spaces at the park is around 240 spaces; the full amount of parking would be used only about 10 times a year. The parking analysis was based on the 240 spaces expected to be used on a daily basis.

Mayor Mayefskie asked if the sewer line shown is the actual path. Ms. Jacobs said it has not been 100% engineered yet, but this is probably pretty close.

Council member Drees asked staff to speak to tree clearing and reforestation. Ms. Caines said that there is not a lot of clearing of trees that are there. The plan is for full reforestation in the future. Rachel Watson of CLH Design showed where existing tree coverage is on the north and west and said those trees will not be touched. The proposed development will have additional trees planted so that there will be further tree coverage. Council member Drees asked about strategies to address light and noise issues. Ms. Watson said LED lighting would be down facing to reduce light pollution. Additional planting would reduce noise and many of the most used areas are in the central part of the park which would also reduce noise. Council member Drees asked about high school students parking there. Mr. Beard said we understand the parking issues with the high school and once we get to the development plan item there will be illustrations of the layout and staff will discuss how high school parking could be a positive, because it would attract users to an area where there are trash cans and bathrooms. If student parking becomes a problem we can work with the school on a permitting agreement. He said that maximum use of the park will probably be on weekends, and we will look to strike a balance with weekday use and high school parking. Mr. Harrington said we do not intend this to be the overflow lot for Holly Springs High School and we will manage it for users.

Council member Forrest asked where the crosswalk was in the transportation plan. Mr. Beard said it will be shown more clearly on the next set of slides, but it is where the southernmost access to the high school is located.

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

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

Rachel Watson, CLH Designs, speaking for the applicant, said the existing use for this parcel is Neighborhood Center and Mixed Residential Neighborhood. Changing that to Natural Area for a park is in the public interest.

Council member Deshazor said he would like to put the EV ports in during construction, rather than later, even if we don't put the chargers in. Mayor Mayefskie said that manufacturers are cutting back on making EVs so he doesn't know if we should put in more now. Council member Drees asked how difficult it was to add additional EV parking later. Ms. Watson said we can add the additional infrastructure when need arises. Mr. Beard said with a land use as complicated as this, our UDO recommends a parking study. We expanded that to include EV parking as well. We are sensitive to both the ability to add additional chargers in the future with additional banks on the westernmost parking lot, but also to the cost of installing all of those on day one versus having the conduit installed and being able to thread everything through at a later date.

Council member Forrest said it is a concern he has as well, but he doesn't want to hold up the rezoning process. He asked if staff could research federal requirements and then come back and Council could revisit the EV parking space numbers. Council member Deshazor said if we leave the conduits he is fine, but he doesn't want to reduce the number of conduits. Mr. Beard said it is not just conduit. There is a lot of other ancillary infrastructure that has to go in to installing EV chargers. We would want to be thoughtful about where that would go, what space was needed, and continue to work with Duke Energy and Advanced Energy on what we would need to be sufficient if everyone was charging at once. There are a lot of questions about going to full build out. It's conduit, transformer pads, easements to run another power line. Mr. Harrington said one other option would be to use this as a bid alternate and as we get to the end of the project Council can address the trade off on whether this is more valuable than another park amenity. With any project you have to value engineer it and we are going into that process. Council member Hewetson said she is comfortable going with the expert recommendation. MPT Berry said we don't spend tax dollars on gas stations so he didn't think we should spend money on electric vehicles. Mayor Mayefskie asked if there could be another grant possibility to get more charging stations. Mr. Beard said there could be another opportunity for a grant on this property. That would lead to some cost savings which would allow us to provide more, or provide the same number at a lower cost. We are working on a lot of options with Advanced Energy and with our Sustainability Coordinator as we move towards more advanced construction drawings.

Council member Deshazor said the high school parking is going to be an issue and we need to look into that. Kids are going to park there instead of paying to park at the school and we need to get ahead of it before it happens. Mayor Mayefskie asked if that could be brought to the workshop with the County in June. Mr. Harrington said it would be a fair question to ask them. We have work to do on the parking but we are working on that. MPT Berry suggested an opportunity to make income from parking. Council member Drees said there would be a safety issue of high school students crossing at a busy time.

Action 1: Motion to adopt Ordinance RZ24-03 to adopt the statement of compatibility and approve the rezoning.

Motion by: Forrest
Second by: Berry
Vote: unanimous

Action 2: Motion to approve Utility Allocation Request.

Motion by: Forrest
Second by: Hewetson
Vote: unanimous

23. Eagles Landing Park Development Plan

Cheryl Caines, Development Services, said that this item was to consider the Development Plan for Eagles Landing Park. She reminded the audience where the property was located and that it was now designated Natural Area on the Land Use and Character Plan and zoned Rural Residential Conditional District. She said the recreation center would be 110,580 square feet. The park would have 537 parking spaces, of which 12 would be EV charging stations and 36 would be EV ready.

Catherine Jacobs, Development Services, reminded the audience of how the water and sewer would connect. She said it was consistent with the rezoning and the site plan. She explained the road widening of Cass Holt Road, per the Comprehensive Transportation Plan, and where the driveway access points would be. She showed the intersections that were studied and explained the transportation improvements that would be made.

Ms. Caines said that the use is consistent with the zoning and the future land use designation, and is sensitive to existing natural features. She said the proposed buildings include a mix of materials and features to satisfy the UDO and CD building design standards. She said that safe and efficient pedestrian access and circulation is proposed on-site and to adjacent streets and properties. She said that staff recommended approval.

Planning Board Representative Rick Madoni said that the Planning Board recommended approval with a vote of 8 – 1. The dissenting vote was from Mr. Crandall who thought that there should be more EV charging stations and they should be solar powered, and that there should be a cost-benefit analysis.

Mayor Mayefskie opened the public hearing and the following sworn testimony was received:

Rachel Watson, CLH Design, outlined the Site Plan starting with an overview, and then showing modeled versions. She outlined the amenities, inside and out. She showed elevations of the Recreation Center from four sides, then outlined the exterior finishes that would be used on the recreation center. She showed conceptual renderings of the interior gym, adventure track, and indoor playground.

Ms. Watson described the offsite road improvements including widening Cass Holt, the north and south site drives, and the sidepath along Cass Holt Road. She reviewed the utility connections.

Mr. Beard discussed the process for choosing the public art team, and the type of art that residents wanted. He showed the proposed locations for the public art and examples of the interactive art that would be installed. He gave an overview of the project timeline starting with Master Planning in 2022 and continuing to today with Council voting on the rezoning and development plan. He said next steps would be Council approval of the Site Guaranteed Maximum Price (“GMP”), beginning of site construction in 2025 with recreation center construction following later in the year. Final completion is expected in the summer of 2027.

Council member Deshazor asked about bathrooms outside of the recreation center, and Mr. Beard showed where they were located, near the picnic shelter area. Ms. Watson said it was close to the playground, the splash pad, and the picnic areas.

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

Action 1: Motion to make and accept the Findings of Fact for Development Plan 23-DP-11 found in the Motions and Conditions attachment.

Motion by: Hewetson
Second by: Forrest
Vote: unanimous

Action 2: Motion to approve Development Plan.

Motion by: Hewetson
Second by: Forrest
Vote: unanimous

NEW BUSINESS

24. FY2024-2025 Strategic Plan Adoption

Corey Petersohn, Office of Budget, Innovation, and Strategy, said the purpose of this item was for Council to adopt the Fiscal Year 2024-25 Strategic Plan. He said the current plan is five years old and outlined the many things that have changed over the past five years. He said that over the next five years there are many other things anticipated and the new plan would need to anticipate these things. Mr. Petersohn said that as the town evolves, so do public service needs and community expectations. He said Council considered the public input via the community survey, and the anticipated growth, in planning these updates.

Mr. Petersohn said that multiple conversations with Council have taken place which shaped the modifications in the strategic plan. The vision statement has remained and the strategic plan focused into four main areas. He gave a summary of the updates including 11 completed initiatives, 6 new initiatives related to community engagement opportunities and providing high quality public services, and a variety of minor language updates to improve clarity and alignment to the Mayor and Council's vision.

Action: Motion to adopt the Fiscal Year 2024-2025 Town Strategic Plan.

Motion by: Forrest
Second by: Hewetson
Vote: unanimous

25. Fiscal Year 2023-2024 Nonprofit Grants

MPT Berry said that he and Council member Drees had met and discussed the 15 applications from local civic nonprofit organizations. He said that the requests totaled $25,500 out of an available $20,000. He discussed the request of each organization and the committee's reasons for their recommendations.

Council member Deshazor said we have more high schools other than Holly Springs High School. How do we make sure they know about these opportunities? MPT Berry said it is a public application process, posted on our website and social media platforms. Linda McKinney, Town Clerk, said that any organization that expressed interest was notified when the application period opened.

Action: Motion to approve grants to the following organizations in the following amounts:

Holly Springs Community Band	$2,500
Holly Springs High School Band Boosters	$1,000
InterAct	$2,000
For Girls Like Quaneisha	$1,000
Holly Springs Civitan	$500

Holly Springs Interfaith Alliance	$500
YMCA Camp GRACE	$2,500
Holly Springs High School Boys to Men Mentorship Program	$1,000
Kiwanis Club	$1,500
BeShe Inc.	$500
Western Wake Crisis Ministry	$3,500
Holly Springs MLK Jr Committee	$500
Holly Springs High School PTSA	$2,000
People's Power Lab- Raleigh	$500
The Sword Conservatory	$500
Totals	**$20,000**

Motion by: Berry
Second by: Deshazor
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: a comment from Matt Bontrager regarding an NCDOT project and the suitability of Old Smithfield Road; an anonymous comment regarding comp time versus overtime for Town employees; and a comment from Rachael Samith regarding traffic lights near the onramp to 540 near Old Smithfield Road.

The following public comments were received in person:
Rick McClain, 208 Firefly Lane said he lives in Arbor Creek and looks forward to using the new greenway. But he noticed a massive amount of trucks entering the neighborhood. They will compromise the neighborhood roads and facilities. He asked if an environmental impact study had been done.

Amina Syeda said she was here to ask the Council to sign a resolution for an immediate ceasefire in Gaza. She said the resolution contained basic demands and should have been signed. She asked if it was on their list of priorities. She said she does not feel cared for by Council.

OTHER BUSINESS

Council member Drees said she has noticed that we get daily calls and emails about yard waste. When are we going to start collecting fees for violating the ordinance. Mr. Harrington said the fees went into effect on the 15th. But when we see something, we first put out a warning notice. If the resident doesn't take care of it in a few days, then a fine would be incurred. Council member Drees asked if it would be possible to get an update on Friday or at a workshop on where we are on the Arbor Creek Greenway project. Council member Forrest said he agreed and felt it should be shared with the resident who spoke.
Council member Drees thanked Seqirus for hosting the First Responder lunch and thanked the First Responders. She also gave a shout out to the Citizens Academy, the success of the program and to the staff that made it happen.

Council member Forrest said he echoed Council member Drees' thanks to Seqirus. Also last Monday a child was hit on the way to middle school on a crosswalk that wasn't marked. He thanked DOT for marking that crosswalk. Mr. Harrington said that crosswalk marking was planned well before the incident, but the timing was fortuitous. Council member Forrest said another child was hit elsewhere today. He would like public outreach to reeducate our residents on bicycle and pedestrian safety as well as PEVs. He also said we need Wake County to look at the speed limit on Old Adams Rd. in the ETJ and see about reducing it. Mr. Harrington asked if that was the will of the group, and they expressed consensus.

Council member Deshazor said that at the retreat we talked about aging. He said Central Pines COG had a presentation from AARP that was excellent. He and Council member Forrest are going to meet and get a plan to Council for things to do for the aging population in Holly Springs.

Council member Hewetson said that on Saturday the Spring Classic race leads into the Farmers Market, and Springs Fest downtown. These are good reasons to come downtown and be part of the community.

MPT Berry asked if a response was received from NCDOT on the department’s deflection in a recent email chain. Mr. Harrington said he just spoke to him and has a commitment from him to offer a clarification and restatement on the email that went out. More to come tomorrow.

Mayor Mayefskie asked about looking into litter on Hwy 55. Council member Drees said she is very excited about this idea. She was astonished by the amount of trash picked up during Creek Week. There is opportunity for more volunteers and engagement on that. Mayor Mayefskie said maybe early morning on a weekend we could coordinate that. Mr. Harrington said town crews do that periodically, but he doesn’t know if NCDOT allows volunteers to do that section of highway. Mayor Mayefskie said our Police and Fire were involved in the Battle of the Badges. It started with just our groups, but has expanded now to other municipalities’ departments. Holly Springs Police Department got into the finals but lost it in the finals. He congratulated Apex Fire for winning the Battle of the Badges.

MANAGER’S REPORT

Randy Harrington, Town Manager, said we raised around $11,000 for charity with the Battle of the Badges, and we’ll present on that later. He said that this Saturday the Spring Classic Race is from 7 – 9 or 9:30; the Farmers Market from 8 – 12; and Springs Fest from 10 to 4. All downtown.

Also on April 27th the community’s rescheduled Arbor Day tree planting will be at 10 am. On May 3rd the International Food Festival will be from 5 – 9 pm around the Cultural Center. And on May 11th Sister Hazel at Ting Park. And Wild About Nature May 11th from 1-4 at Sugg Farm.

CLOSED SESSION: none.

Adjournment: MPT Berry made a motion to adjourn at 9:11 pm. It was seconded by Council member Forrest and passed with a unanimous vote.

Respectfully Submitted on Tuesday, May 21, 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.