**Mayor and Council Workshop**
**6 p.m. June 10, 2025**
*Law Enforcement Center, and livestream*

**MINUTES**

The Holly Springs Town Council met in a workshop session on Tuesday, June 10, 2025 at 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 Council members were present in the room as the meeting opened.

**Council Members Present in the room:** Mayor Sean Mayefskie, Council members Danielle Hewetson, Annie Drees, and Chris Deshazor.

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

**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; Jay Osborne, Assistant Town Attorney; Jesse Dixon, IT; Corey Petersohn, Director, Office of Budget and Strategic Planning; Cassie Hack, Director, Communications and Marketing; Chris Hills, Director Development Services; Sean Ryan, Development Services; Kendra Parrish, Executive Director of Utilities and Infrastructure; Sandel Lassiter, and Whitney Kimberly Keys, Utilities and Infrastructure; Paige Scott, Director, Public Works.

Mayor Mayefskie called the meeting to order at 6:00 p.m.

**1. Overview:** Randy Harrington, Town Manager, gave an overview of the meeting agenda. He said that the Town Attorney had had a death in the family. He was out of town and would not be giving his quarterly update tonight.

**2. Ting Park and Mims Park Visioning Follow-Up**

Chris Hills, Director of Development Services, said this was a chance for Council to finalize their desires for Mims and Ting Park areas and he asked for direction on determining the best path forward. He said that the decision tree is: if this is the right time to seek partners; if so, does the concept plan meet Council's expectations; are the correct properties identified; and what will be the Town's contribution. He said we believe in Placemaking, outlined the benefits of Placemaking to the Town, and said he was seeking direction on what Council thinks is the right thing for Holly Springs. He outlined the Growth Strategy Map and Future Land Use Plan's plans for these areas.

Mr. Hills discussed public private partnerships and the benefits they can bring to the Town in meeting plans for future growth. He reminded Council and the public of the public private partnership that brought Town Hall Commons and The Block on Main to downtown, delineating the public investments and the private investments that were involved.

Mr. Hills listed Town Contribution options, and the situations that each is appropriate for, and reminded Council that if proposals do not meet our needs or expectations, we do not have to move forward. He gave examples of two projects in neighboring municipalities and what methods they used.

Sean Ryan, Development Services, outlined the opportunities at the Ting site to create a sports and entertainment district. He said that Council developed two Concepts (A & B) at the retreat which were combined to form Concept C after looking for ways to maximize town assets.

After Council feedback on that concept, it was refined to Concept C1. The main changes were reducing the height and changing from Hotel to Mixed-Use. This maximizes the Town-owned property and illustrates a mix of desirable uses. It focuses on the pedestrian experience, and enhances public spaces. He asked Council if this plan provided proper direction to potential partners.

Council discussed the importance of keeping the playground, either in its current place or relocating it. They discussed whether a hotel was right for that spot and whether the changed designation of Mixed-Use would preclude a hotel. Staff said that the Request for Proposals (RFP) could specify that a playground must be included, and that if a hotel was proposed it was still up to Council to decide whether or not that was the right use for that place.

Mr. Hills asked if the massing and scale of the buildings about what they would expect for this area. He said staff is not expecting to receive literally this design, but a creative design following these precepts. Questions were asked about parking and staff pointed out the parking deck that would need to be part of the plan. Council consensus was to go with C1.

Mr. Ryan said the three properties to be considered, labeled A, B, and C, were in discussion, but that they are focusing on A and B. Area C is the playground that was mentioned in past discussions. He said staff wants to make sure which parcels Council wants to be considered.

Council discussed options and decided to include all three parcels in an RFP, with C as optional, and a requirement to have a playground.

Mr. Hills said that staff's framework recommendation is, using Concept C1, to focus on areas A & B, with C as a possible lease and to use Land Conveyance at market or reduced rate, based upon infrastructure investments by the private partner, and/or infrastructure reimbursement grants for public infrastructure costs. Randy Harrington said the key framework pieces do not include the Town taking on debt – it is pieces that require the least cash upfront by the Town to accomplish the goal.

Mr. Ryan said that next he wanted to receive direction on the Mims Park area. The Downtown Area Plan calls for this to be "a destination park that provides access to residents and visitors, providing a number of activities for interaction, recreation, and respite." He reminded Council and the public that they created two concepts at the retreat – A and B. These were reconciled into a Concept C. He discussed the various features of this concept, including a permanent home for the Farmers Market, a parking deck, and townhomes along the outer north and eastern edges. He said this maintains the majority of the property for a park, with potential development of about 5 acres at the northeast corner, a library expansion at the current location, and retail and parking on Ballentine. He asked Council if this reflected Council's goals.

Council discussed whether the housing part was what made this a public-private partnership, whether the units could be restricted to owner-occupied rather than rented. They discussed the placement of the parking garage and preserving as many trees as possible. There was discussion about the timing, given Eagles Landing construction.

Mr. Harrington said he's hearing some mixed opinions around this. Mayor Mayefskie asked if Council member Deshazor was ok with getting some ideas from developers. Council member Deshzor said at this point we're just getting ideas, but when they come in we will need to consider everything that is going on and decide what to do. Mr. Harrington said Council will have another chance to say whether or not to move forward with the RFP. He asked if Council wanted to see a draft RFP and then decide whether to move forward. Council member Drees said she hates for staff to do additional work when she knows she will vote against losing five acres of parkland. Mr. Harrington said that recognizing that two council members are absent, and he doesn't know how they feel, staff will move forward and give Council a chance to see what they draft. They can then decide whether to move forward.

Mr. Ryan identified some assets in the downtown area in addition to the Mims Park land. These include the North Town Hall Parking Lot, the Annex Lot, Ballentine Street Yard, and the Avent Ferry stormwater and parking lot which is an additional 4.9 acres. The Wake County property adjacent is 4.85 acres and we would need to stay in coordination with Wake County to be sure that they are in accord. He asked if there was interest in looking at these other properties as part of the RFQ. Council member Deshazor said the library property would need to go through Wake County and would probably be another bond. Mr. Hills said it will not be overnight, but the County is aware that they have other land in the area. He said without the townhomes in the corner these other properties might bring in more partners. Mr. Harrington said the piece that has gotten the most conversation is the Avent Ferry parking because there is vacant land near it, and it has generated the most interest.

Council discussed where town-owned vehicles would be parked, and Mr. Hills said about half of them have moved already. We have an agreement for off-site parking until the Operations Campus comes online. Consensus was to include these areas to see what the level of interest was.

Mr. Hills said that staff's recommended framework for Mims was to identify all assets in and use the Concept C design, use land conveyance at market or reduced rate in addition to developer funded park elements and Town commitment to the downtown plan.

Mr. Hills said that using the "ripeness scale" that Ting is more ready to move forward than Mims. He said that next steps in the partnership process would be to develop a Request for Qualifications (RFQ) over the summer, to issue an RFQ in the fall seeking qualified partners, followed by an RFP, sent only to those identified as qualified partners, for Development Proposals. Possible selection criteria for proposals could be: public investment; concept alignment and plan creativity; partner ability; and maximum potential. He outlined a timeline for the next two years, starting with the RFQ in the fall, and hoping for a Development Agreement and Memorandum of Understanding in the summer or fall of 2026.

**3. Operations Campus Additional Upfit Proposal**

Kimberly Keyes, Utilities and Infrastructure, said this discussion was to address current space issues and plan for future growth needs while limiting the use of long-term lease agreements. She said that with the decommissioning of the Annex, IT and Parks and Recreation Management were displaced. There are currently two spaces that the Town is leasing – 242 S. Main, where IT and Utilities and Infrastructure are housed; and Village Office Condos where Development Services inspectors, U & I stormwater and erosion control, 311, and fire inspectors are housed. She said that the Operations Campus would have two buildings, an Administration Building and an Operations Building. The construction is on schedule and on budget and is currently going vertical.

Ms. Keyes showed areas in these buildings available for upfit. She said that there is a 2,500 square foot section of the administration building available for growth that could be fitted out now, (area A) and about 4,200 square feet in the Operations Building (areas B & C) that could be upfitted now instead of waiting for Phase 2. She said that staff investigated upfitting the entirety of the second floor of the Administration Building as an option. While it would be cheaper to upfit now than later, and be less disruptive to the first-floor occupants, it would delay the entire project by 12 months and cost about $4 million. Upfitting a portion of the second floor is not suitable as the building was mechanically designed to be fully upfitted at once. Staff's recommendation of upfitting the three areas mentioned would add 6,700 square feet of usable space, cost $950,000, and have minimal impact on the schedule.

Corey Petersohn, Office of Budget, Strategy, and Innovation, said that possible funding sources include the remaining bond premium, interest earnings on cash within the project, with a total of about $1 million in available funds, net of debt issuance costs. There would be no need to use fund balance or additional debt issuance.

Council member Hewetson asked about the funds currently budgeted for the leases, and Mr. Harrington said it is Operating not Capital, so it would be rolled in to the operating costs of the Ops Campus buildings. Mayor Mayefskie asked which departments would be housed in these spaces and Mr. Harrington said we are still working on who would go there, trying to maximize space. He said we have the bond premium of about $1 million that can only be used on this facility, so we are trying to match that. He said that they talked to the Town's financial advisors about this and if we could get the cost down to $3 million and the timeline shortened there might be a scenario where it would be to the Town's benefit. He said he thought it was worth a few weeks of work, and staff would bring it back to Council in July or August. Council asked when we would need the second floor and whether we could rent it out until the Town needed it. Mr. Harrington said he expected we would have five to seven years before we needed it, and it was conceptionally possible to rent it out in the meantime. He said staff will work on it more and follow up with Council.

**4. Town Clerk Quarterly Update**

Linda McKinney, Town Clerk, said Council had asked for an update on the cemetery. She said in the average year 35 plots are sold, about half to residents and half to nonresidents. There have been spikes (as in 2021) when more than that are sold, but if the average holds, we have about 8 to 10 years of supply left. Of the 372 plots available as of May 30$^{th}$, only 21 have been "pinned" so we need to mark the remainder. There were 521 plots that had been purchased but were unoccupied as of May 30$^{th}$. Some of these may never be used, as they were purchased decades ago, but we can't count on that, as occasionally heirs appear and request burial. She explained that a small section of the oldest part of the cemetery is reserved for graves that are relocated from family cemeteries during development. She said the "Rose" section would require extensive regrading before burials could take place there. Planning for the future of the cemetery, Council could decide that when all currently available plots are sold the cemetery will close to new purchases and conduct burials in currently owned plots as well as maintaining the grounds. Grading the Rose section could extend the supply of plots approximately five more years beyond the current estimate. Another option would be to add a columbarium for the inurnment of ashes (currently allowed two to a plot). This could be located on the outside of the driveway loop west side of the cemetery. If continuing to have a town-owned option is important to Council, then purchasing additional land for a second cemetery is another option.

The second item for discussion is the Mayor and Council's annual retreat for 2026. There are two possible sets of dates for this, and three possible venues. Should Council choose to hold the retreat on Weds. Feb. 11$^{th}$ – Frid. Feb. 13$^{th}$ it could be at the Rizzo Center or the Graylyn. Holding it on Thurs. Feb. 5$^{th}$ – Sat. Feb. 7$^{th}$ it could be at the Rizzo Center or at The Carolina Inn.

Consensus was to hold the retreat on Feb. 5-7 at the Rizzo.

**6. Open Discussion:** none**.**

**7. Closed Session:** none.

**8. Adjournment:**

Motion to adjourn was made by Council member Deshazor seconded by Council member Hewetson and passed with a unanimous vote. The June 10, 2025 workshop meeting of the Holly Springs Town Council was adjourned at 7:35 pm.

Respectfully submitted on Tuesday, July 15, 2025.

Linda C. McKinney

Linda McKinney
Town Clerk