



Holly Springs Town Council  
Regular Meeting

**March 4, 2014**

**MINUTES**

The Holly Springs Town Council met in regular session on Tuesday, March 4, 2014 in the Council Chambers of Holly Springs Town Hall, 128 S. Main Street. Mayor Sears presided, calling the meeting to order at 7 p.m. A quorum was established as the mayor and five council members were present as the meeting opened.

**Council Members Present:** Mayor Sears and Councilmen James Cobb, Hank Dickson and Tim Sack and Councilwomen Linda Hunt-Williams and Cheri Lee.

**Council Members Absent:** None.

**Staff Members Present:** Chuck Simmons, town manager; John Schifano, town attorney; Joni Powell, town clerk, (recording the minutes); Jeff Wilson, information technology director; Len Bradley, parks and recreation director; Adam Huffman, assistant parks and recreation director; Leroy Smith, fire chief; Stephanie Sudano, engineering director; Kendra Parrish, senior engineer; Elizabeth Goodson, development review engineer; Mary Hogan, finance director; Gina Clapp, planning and zoning director; Laura Holloman, planner I; Daniel Weeks, senior project manager; Tamara Ward, communications specialist; and Mark Andrews, public information officer.

**2 and 3.** The Pledge of Allegiance was recited, and the meeting opened with an invocation by Rabbi Ederly of Temple Beth Shalom.

**4. Agenda Adjustment:** The March 4, 2014 meeting agenda was adopted with changes, if any, as listed below.

**Motion by:** Sack

**Second by:** Cobb

**Vote:** Unanimous

**Items added to Consent Agenda:** None.

**Items added to Agenda:** None.

**Items removed from Consent Agenda:** None.

**Other changes:** None.

**5. Public Comment:** At this time, an opportunity was provided for members of the audience who had registered to speak to address the Council on any variety of topics not listed on the night's agenda. The following input was recorded: None.

**6a. Town of Holly Springs AA+ Bond Rating** - Ms. Hogan said this week, the Town was notified that its Standard & Poor's bond rating has been elevated a grade from AA to AA+. While the Town's bond rating was strong at grade AA, the AA+ rating lends even more confidence in the Town's financial condition.

She said one of the key findings in the Standard & Poor's analysis is that the Town's debt load is well within acceptable limits and that the debt represents capital investments for the community. For the debt the Town has incurred, it has provided valuable infrastructure for its citizens.

The Town received its AA rating in February 2011 when its former rating was raised from A+. At the new AA+ rating, the Town is just one step away from the highest rating S&P rating of AAA.

**Action** None.

**7. Consent Agenda:** The Council approved a motion to approve all items on the Consent Agenda. The motion carried following a motion by Councilman Sack, a second by Councilman Cobb and a unanimous vote. The following actions were affected:

**7a. Minutes** – The Council approved minutes of the Council's regular meeting held Feb. 18, 2014.

**7b. Budget Amendment, \$79,350** - The Council adopted an amendment to the FY 2013-14 budget in the amount of \$79,350 to update refinanced Parks and Recreation Bond debt payment. *A copy the budget amendment is attached to these minutes.*

**7c. Budget Amendment, \$20,000** - The Council adopted an amendment to the FY 2013-14 budget in the amount of \$20,000 to increase vehicle property tax fees. *A copy the budget amendment is attached to these minutes.*

**7d. Budget Amendment, \$21,000** - The Council adopted an amendment to the FY 2013-14 budget in the amount of \$21,000 to purchase water meters. *A copy the budget amendment is attached to these minutes.*

**8a. 13-MAS-02, Wescott Way** – Ms. Holloman said staff has received a request for an R-10 single-family subdivision. The total number of lots proposed is 12. The subject property is along Bibleway Court, directly adjacent to the existing Wescott subdivision. Under R-10 standards, the lots are required to be a minimum of 10,000 square feet and the overall project density is limited to 3.25 dwelling units an acre.

She said the planning board had reviewed the plan and recommends approval.

**Action:** The Council approved a motion to approve Preliminary Plan #13-MAS-02 for Wescott Way as submitted by Thompson & Associates dated revised 2/10/14 with the following conditions:

1. A fee-in-lieu of upgrade will be required for this project for the pump station and force main
2. This project will be required to meet the Town of Holly Springs NPDES Ph. II Post Construction Stormwater Ordinance.
3. Home Owner's Association covenants shall be recorded with the first plat associated with this subdivision.
4. The following conditions must be addressed prior to or submitted with the first construction drawing submittal:
  - a. All items listed on the Stormwater Submittal Checklist, Form #16003.
  - b. Provide documentation in the form of a recorded plat of any required offsite sewer easements.
  - c. A site lighting plan will be required to be submitted to the Planning & Zoning Department for review and approval. Street Trees on all interior streets shall be positioned as to not interfere with any lighting fixtures present or any site distance triangles.
5. The following conditions must be addressed prior to construction drawing approval:
  - a. Approval of Stormwater Management Plan is required prior to issuance of a land disturbance permit or construction drawing approval.
  - b. Payment of the Stormwater Fee-in-Lieu will be required.
  - c. Stormwater sureties are required on this project. A performance surety in the form of a bond, letter of credit or cash is required in the amount of 150% estimated construction cost of the stormwater BMP prior to the preconstruction meeting and a maintenance surety in the form of a cash escrow account in the amount of 35% the actual construction cost of the BMP is required at the end of the performance monitoring period for the project.
  - d. All environmental permits must be obtained prior to construction drawing approval and/or issuance of a land disturbance permit for the entire project.

**Motion by:** Dickson

**Second by:** Cobb

**Vote:** Unanimous.

**8b. Main Street Extension NCDOT Grant** – Ms. Parrish said NCDOT previously has funded 80% of the survey, design, permitting, and right of way of the Main Street Extension project (via two grants). She said this municipal agreement is for the third 80% grant for the project, for the actual construction of the Main Street Extension in the amount of \$5,200,000. The Town is obligated to contribute a minimum of 20% of the construction cost, or \$1,300,000.

She said the Town is on schedule to begin construction in about February 2015.

**Action:** The Council approved a motion to enter a municipal agreement with NCDOT to accept a construction grant for Main Street Extension in the amount of \$5,200,000.

**Motion by:** Williams

**Second by:** Sack

**Vote:** Unanimous.

**9. Other Business:** Councilman Dickson noted a North Carolina League of Municipalities photo contest on Facebook and explained to citizens how to vote; Mayor Sears stressed his concern that motorists observe pedestrian safety and speed limits laws.

At this time, the clerk asked the Council to set a special meeting on the topic of a community branding study to be held prior to the Council's next regular meeting.

**Action:** The Council approved a motion to set a special meeting for 6 p.m. Tuesday, March 18, 2014 in the Council Chambers of Holly Springs Town Hall to hear a presentation about a community branding study.

**Motion By:** Sack

**Second By:** Dickson

**Vote:** Unanimous.

**10. Manager's Report:** Mr. Simmons reported on a number of key dates and programs.

**11. Closed Session:** None.

**12. Adjournment:** There being no further business for the evening, the March 4, 2014 meeting of the Holly Springs Town Council was adjourned following a motion by Councilman Sack, a second by Councilman Cobb and a unanimous vote.

Then, the clerk noted that the meeting should not have been adjourned but continued. The town attorney suggested that the Council reconsider the motion to adjourn.

**Action:** The Council approved a motion to reconsider the motion to adjourn.

**Motion By:** Sack

**Second By:** Cobb

**Vote:** Unanimous

**Action:** The Council approved a motion to continue the March 4 meeting to resume at 6 p.m. Thursday, March 13, 2014 at the Apex Police Department headquarters in Apex for a tour of the facility with adjournment to follow immediately after the tour.

**Motion By:** Sack

**Second By:** Cobb

**Vote:** Unanimous.

Respectfully Submitted on Tuesday, March 18, 2014.



John Powell \_\_\_\_\_  
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..... these minutes follow and are a part of the official record.