



May 16, 2017

MINUTES

The Holly Springs Town Council met in regular session on Tuesday, May 16, 2017 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, Councilmen Tom O'Brien, James Cobb, Hank Dickson and Peter Villadsen and Councilwoman Cheri Lee.

Council Members Absent: None.

Staff Members Present: Charles Simmons, town manager; John Schifano, town attorney; Joni Powell, town clerk, (recording the minutes); Linda Harper, deputy town clerk; Adam Huffman, assistant parks and recreation director; Len Bradley, parks and recreation director; Gina Clapp, director of planning and zoning; Matt Beard, planner; Kendra Parrish, director of engineering; Elizabeth Goodson, development review engineer; Leroy Smith, fire chief; Jeff Wilson, information technology director; Irena Krstanovic, economic development director; Luncie McNeil, public works director; John Herring, police chief; Sean Byrd, water quality director; 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 Rev. Dave Lanudi, pastor of Hope Community Church.

4. Agenda Adjustment: The May 16, 2017 meeting agenda was adopted with changes, if any, as listed below.

Remove Item 7c

Add Unfinished Business with one item, Resolution 17-23 for Zone Map Amendment petitions in the Southern Area Planning Initiative boundary.

Motion by: Cobb

Second by: Dickson

Vote: Unanimous

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 comments were recorded:

Wayne Wilhelm – Mr. Wilhelm, who works in the Town of Holly Springs Public Works department, introduced representatives of Evoqua, a water management company that has begun tackling the Town's issues with odors throughout the wastewater collection and treatment systems.

6a. Public Hearing: Rezoning Petition 17-REZ-01, Estes Lane – Mr. Beard said the Town has received a request for a zone map change for a six-acre piece of property on Estes Lane. The request is to change the zoning of the property from R-20: Residential to R-10: Residential. The parcel currently is vacant and is surrounded by single-family homes and vacant properties. To the west of the property is the Valleyfield subdivision, an R-10: Residential subdivision. To the south and east are several single-family homes with R-20: Residential District zoning. Those homes are accessed via Estes Lane and Grigsby Ave.

With that explanation completed, Mayor Sears opened the public hearing. The following input was recorded: None.

There being no input, the public hearing was closed.

Action #1: The Council approved a motion to accept the following statement as being true: *"The requested zone map change from R-20 to R-10 is consistent with the Vision Holly Springs Comprehensive Plan since the Future Land Use Plan Map indicates this property as "Residential" which allows for residential development between 2 and 8 units per acre, and the proposed R-10 Residential District will provide for residential development at a maximum density of 3.25 units per acre."*

Motion by: Dickson

Second by: Cobb

Vote: Unanimous

Action #2: The Council approved a motion to adopt ordinance 17-REZ-01 to change the zoning of six acres of Wake County PIN # 0648140937 from R-20 Residential to R-10 Residential as submitted by Ron Patel.

Motion by: Cobb

Second by: Dickson

Vote: Unanimous

A copy of zoning petition 17-REZ-01 is attached to these minutes.

6b. Public Hearing: Downtown Development Incentive 16-DDI-03, 306 S. Main Street – Ms. Krstanovic said the Town has received a request for Downtown Development Investment submitted by StarCraft Builders business owner Jason Brown for the property located at 306 S. Main Street. In accordance with the Town's DDI Policy, Mr. Brown has requested that all Town development-related fees be waived and that he be reimbursed up to \$25,000 for public infrastructure that is required to be upgraded and added as a part of the Development Plan approval for the renovation of 306 S. Main Street building for commercial purposes.

With that explanation completed, Mayor Sears opened the public hearing. The following input was recorded: None.

There being no input, the public hearing was closed.

Action: The Council approved a motion to enter into a Downtown Development Investment Agreement with StarCraft Builders business owner Jason Brown for the property located at 306 S. Main Street to reimburse certain Town development fees in the amount of \$5,000 and to reimburse up to \$11,000 in public infrastructure improvements.

Motion by: O'Brien

Second by: Cobb

Vote: Unanimous

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

7a. Minutes – The Council approved the minutes of the Council's regular meeting held April 18, 2017.

7b. Budget Amendment Report – The Council received monthly report of administrative budget amendments. *A copy of budget amendment report is attached to these minutes.*

7c. Resolution 17-19 - The Council adopted Resolution 17-19 directing the town clerk to investigate the sufficiency of annexation petition A17-01 and setting the public hearing. *A copy of Resolution 17-19 is attached to these minutes.*

7d. Resolution 17-20 - The Council adopted Resolution 17-20 supporting passage of HB 903 giving funding support to councils of government for regional water resources planning. *A copy of Resolution 17-20 is attached to these minutes.*

7e. Waste Industries Collection Services - The Council approved to extend the Town's agreement with Waste Industries for garbage and recycling collection services for two years at current year rates.

7f. Resolution 17-22 - The Council adopted Resolution 17-22 declaring certain personal property surplus to the needs of the town. *A copy of Resolution 17-22 is attached to these minutes.*

7g. Budget Amendment, \$25,000 – The Council adopted an amendment to the FY 2016-2017 budget in the amount of \$25,000 to cover costs of maintenance and repair of equipment.

7h. Non-Core Business Solution Contract – The Council approved to enter into a contract in the amount of \$24,996 with Non-Core Business Solutions for cleaning at the Cultural Center.

7i. Budget Amendment – The Council adopted an amendment to the FY 2016-17 budget to cover maintenance and repair costs for the remainder of the year. *A copy of budget amendment is attached to these minutes.*

7j. East Coast Pyrotechnics Inc. Contract – The Council approved to enter into a contract in the amount of \$20,000 with East Coast Pyrotechnics, Inc. for the July 5 fireworks display.

7k. Bridgeberry Pump Station – The Council approved site plan for Bridgeberry pump station.

7l. Budget Amendment, \$28,000 – The Council adopted an amendment to the FY 2016-17 budget in the amount of \$28,000 to allocate Capital Outlay costs to the correct line item. *A copy of budget amendment is attached to these minutes.*

7m. Budget Amendment, \$16,000 – The Council adopted an amendment to the FY 2016-2017 budget in the amount of \$16,000 to cover costs of credit card billing. *A copy of budget amendment is attached to these minutes.*

Unfinished Business: Zone Map Amendment Development Petitions – Mr. Schifano said the Town Council met on Wednesday, May 10 to discuss growth and development issues at a special work session. During this discussion, the upcoming Southern Area Planning Initiative (SAPI) was discussed as well as the timing of completion of the S. Main Street Extension and the diverting of traffic from Piney Grove-Wilbon Road to the new S. Main Street.

The SAPI will be a publicly facing evaluation of the current Future Land Use Plan for the southern growth area of the Town. The planning initiative is to be completed by Oct. 17 with the following presented to Town Council:

- an update to the Future Land Use Plan for the study area that is acceptable to Town Officials.
- a report of the consistency of current Town ordinances and policies in relationship to the goals and objectives developed through the area plan process and provide guidance regarding any zoning map changes and/or Unified Development Ordinance amendments which are a result of the plan.

The S. Main Street Extension is anticipated to be open to begin the diversion of traffic by the end of June.

To be able to verify the reduction in road congestion and to evaluate and be able to determine the consistency of future developments in conformance with the Town's comprehensive plan and future land use plans for zone map amendments within this area, Town Council requested to have a discussion regarding the consideration of rezonings during the SAPI planning duration.

During discussion, Mr. Schifano noted that the Town would accept rezoning petitions for property throughout Town, including the Southern Area Plan boundary; however, petitions in this area would be processed and withheld from being placed on the Town Council meeting schedule until the planning initiative was complete.

Action: The Council approved a motion to adopt Resolution 17-23 to not present Zone Map Amendment Petitions to the Town Council for any property located within the Southern Area Planning Initiative Study Boundary until the presentation of the findings made to Town Council or 6 months from today (which will be Nov. 16, 2017), whichever comes first.

Motion by: Villadsen

Second by: Dickson

Vote: Unanimous

A copy of Resolution 17-23 is attached to these minutes.

8a. North Main Athletic Complex (Ting) Stadium Entrance – Mr. Huffman said that a couple of months ago Town Council approved a naming rights agreement for the North Main Athletic Complex between the Town and Ting. The naming rights term is three years, commencing after the installation of a main park entrance sign. Ting will have naming rights for what they plan to call Ting Park and Ting Stadium, in exchange for a total of \$330,000 (in annual installments) plus a portion of signage costs (described below).

He said staff and Ting sent out a request for proposals for signage design, production and installation services at the North Main Athletic Complex. As you may recall, the creation of five different sign elements featured in our naming rights agreement with Ting. We received two signage proposals. Rodney's Custom Cut Sign Company, located in the Holly Springs Business Park, was the chosen firm. The committee has since met with the team from Rodney's to develop an impressive sign package for the park.

Total sign package is \$113,325.50, of which Ting will reimburse the Town approximately \$46,936.89, as follows:

- \$17,739.15 (25% of park entrance sign);
- \$6,147.57 (secondary sign facing bypass);
- \$18,334.39 (stadium entrance sign);
- \$2,124.62 (videoboard sign);
- \$2,591.16 (half of 16 new banners).

Action: The Council approved a motion to approve terms and conditions with Rodney's Sign Company for a total of \$125,000, which includes a 10% contingency, for the design, manufacture and installation of North Main Athletic Complex.

Motion by: O'Brien

Second by: Dickson

Vote: Unanimous

8b. Parks and Recreation Advisory Committee Appointments - Mayor Sears said the Parks and Recreation Advisory Committee has three vacancies that need to be filled due to expiring terms. After advertising, the Parks and Recreation office has received four applications, which are: Mark Mazanek, Ken Cicora, Gerald Martinez De Andino and Mark DiGiacomo.

Action: The Council approved a motion to appoint Ken Cicora, Gerald Martinez De Andino and Mark DiGiacomo to the Holly Springs Parks and Recreation Advisory Committee for terms to expire June 30, 2020.

Motion by: Dickson

Second by: Lee

Vote: Unanimous

8c. Children at Play Signs - Councilwoman Lee said that she has received requests from Holly Glen Subdivision for installation of a "Children at Play" signs.

Councilwoman Lee said that Mr. McNeil's response was that there is not a written policy, but town leaders several years back directed that we no longer install "Children at Play" signs. The thought process was that if we continued installing them, we would have them all over town.

She said that Mr. McNeil also, pointed out the costs associated that includes materials (poles, sign and hardware); what the distance between signs should be; what streets qualify to erect signs or how many on any particular street. We do not want to give a false sense of security that it is okay for children to play in the streets simply because of a "Children at Play" sign is there, Mr. McNeil said.

If the current Council would like a change, staff requests new direction. Mr. McNeil said that the Council would want to be mindful that if we resume installation of Children at Play signs, the Town should expect to receive an influx of calls requesting to have signs installed all over town once social media gets ahold of this, Mr. McNeil notes. In addition, there are subdivisions that have

decorative signposts, and the Town uses only plain posts. Direction would need to be given as to whether the Council wants to try to accommodate those subdivisions with decorative poles.

While Children at Play signs have been used in the past, there is no evidence that motorists slow down when they see one. Would education campaigns within an HOA be more effective? The Town's communications office could prepare a "Slow Down! Kids and Pets at Play" flyer that could be downloaded by HOAs and printed or distributed electronically via email and social media. Would that be an alternative solution that the Council would consider? It would cost less and perhaps be more effective than signs.

In discussion, Council members agreed that the signs were not effective. They suggested regular reminders in public information products may be more effective.

Action: There was no action; however, the Town's communications office will assist by getting information and reminders out to the public.

8d. Traffic Signal Synchronization and Connectivity - Ms. Parrish said the Town has been working with NC DOT for more than a year to connect the Town's stop lights with fiber optic cable for more reliable connectivity and to allow more remote support for NC DOT or traffic engineers to manage signal timing and issue resolution. She said this request is for Council approve the scope of work with CTC for engineering design and work with NC DOT on behalf of the Town to ensure NC DOT design standards are met.

Action: The Council approved a motion approve to enter a contract with CTC for engineering design to improve stop light synchronization and connectivity.

Motion by: Lee

Second by: Cobb

Vote: Unanimous

9. Other Business: None that resulted in Council action.

10. Manager's Report: None that resulted in Council action.

11. Closed Session: none.

12. Adjournment: There being no further business for the evening, the May 16, 2017 meeting of the Holly Springs Town Council was adjourned.

18, 2017.



Lori Powell

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