



**Sept. 25, 2018**

## **MINUTES**

The Holly Springs Town Council met in a workshop session on Tuesday, Sept. 25, 2018 in the Holleman Room of Holly Springs Town Hall, 128 S. Main Street. Mayor Sears presided, calling the meeting to order at 6 p.m. A quorum was established as the mayor and four council members were present as the meeting opened.

**Council Members Present:** Mayor Sears, Councilmen Dan Berry, Tom O'Brien and Peter Villadsen and Councilwoman Christine Kelly.

**Council Members Absent:** None. (Councilwoman Cheri Lee arrived at 6:30 p.m.)

**Staff Members Present:** Randy Harrington, town manager; John Schifano, town attorney; Joni Powell, town clerk (recording the minutes); Adam Huffman, assistant parks and recreation director; parks and recreation; Mary Hogan, finance director; parks and recreation staff Kristen Denton, Lauren Martin and Lori Pusak; Mary Hogan, finance director; finance staff member Tina Stroupe; Erika Phillips, human resources director; Kendra Parrish, engineering director and acting assistant town manager; Gina Clapp, planning director; Aaron Levitt, senior engineer; and members of the Holly Springs Parks and Recreation Advisory Committee..

**2. Workshop Overview:** Mr. Harrington reviewed the Sept. 25 agenda, which included the following.

**3. Parks & Recreation Infrastructure Investment Priorities** - Mr. Huffman provide an overview of Parks & Recreation investments made from the 2011 Parks & Recreation Bond issue and the remaining bond authority to fund additional projects. He shared input from the Parks and Recreation Advisory Committee on suggested future investment areas, and he asked for similar feedback from the Council.

Council members received information and provided feedback and guidance on the following, beginning with the basic question, "Should the remaining 2011 bond authority be used, and if yes, on what priority areas?"

After much discussion, the Council said it agreed with the parks committee that the most important improvements would be parks, greenways and facilities. Specifically, the completion of Sugg Farm Park and Mims Park and the acquisition of a park in the western area would top the list of priorities, followed by greenway connections, followed by a gymnasium.

Mr. Harrington said that staff anticipates a follow up meeting to finalize Council priorities and projects, and Council members agreed.

Councilman Berry said he felt like a follow-up meeting should probably come after the transportation bond referendum on Nov. 6. He said it may be too early for setting parks and recreation project priorities until the Town knows whether it can withstand the debt and the debt that might be incurred by transportation projects.

**Action:** None.

**4. Town Clerk Recruitment Process** – Mr. Harrington said this item is to ask for the Council guidance for key recruitment and hiring considerations associated with the Town Clerk position.

**Direction:** The Council consensus was that the human resources director and the town manager would post the position, accept resumes, interview top candidates and then present finalists for interviews with the Council. The goal is to have the position filled by Jan. 1, 2019.

**5. Mayor & Council Fall Retreat** - Mr. Harrington outlined options for a fall retreat and asked for Council's feedback.

The Council set a fall retreat workshop for 5 p.m. Thursday, Nov. 1.

**6. Council Meeting Calendar Considerations** – Mr. Harrington shared options for amending regular Council's meeting calendar.

The Council agreed that they should migrate to a meeting schedule to include their regular business meetings at 7 p.m. the first and third Tuesday nights of the month in the Council Chambers and an additional workshop meeting at 6 p.m. the second Tuesday night of the month in the Holleman Room.

Mr. Harrington said the benefits of the additional workshop were that staff could preview upcoming policy changes, projects and other significant Town matters with the governing body; and staff could answer Council questions and receive input/feedback prior to an issue's being presented for a formal vote.

**7. Adjournment:** There being no further business for the evening, the Sept. 25, 2018 meeting of the Holly Springs Town Council was adjourned.

day, Oct. 16, 2018.

A handwritten signature of Lori Powell in black ink, followed by a horizontal line for a signature.

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

