



Holly Springs Town Council

Special Meeting
Friday, Feb. 15 through Saturday, Feb. 16, 2013

MINUTES

The Holly Springs Town Council met in a duly-called special meeting for its annual Winter Retreat in two sessions from Friday, Feb. 15, 2013 through Saturday, Feb. 16, 2013, at Pine Needles Lodge in Southern Pines, NC. Mayor Dick Sears presided at Friday and Saturday sessions, calling members to order at 9 a.m. Friday, Feb. 15; and at 9 a.m. Saturday, Feb. 16. A quorum was established for each session.

Friday morning Board Members Present: Mayor Sears and Councilmen Tim Sack and Jimmy Cobb and Councilwomen Linda Hunt Williams and Cheri Lee. Councilman Chet VanFossen was absent.

Saturday Board Members Present: Mayor Sears, Councilmen Tim Sack and Jimmy Cobb and Councilwomen Linda Hunt Williams and Cheri Lee. Councilman Chet VanFossen was absent.

Staff Members Present at the Friday Session: Carl Dean, town manager; Charles Simmons, assistant town manager; Joni Powell, town clerk (recording the minutes); John Schifano, town attorney; Stephanie Sudano, director of engineering; Kendra Parrish, senior engineer; Rodney Campbell, development inspection administrator; Gina Clapp, director of planning and zoning; Mary Hogan, finance operations director; Drew Holland, budget manager; Daniel Weeks, project analyst; Jeff Wilson, information technology director; Len Bradley, parks and recreation director; John Herring, police chief; Seann Byrd, public utilities director; Luncie McNeil, director of public works; Erika Phillips, director of human resources; and Jenny Mizelle, economic development director.

Staff Members Present at the Saturday Session: Carl Dean, Charles Simmons, Joni Powell, John Schifano, Len Bradley, Stephanie Sudano, Jenny Mizelle, Daniel Weeks and John Herring.

The purpose of the meeting was to hold a winter retreat to focus discussion on several Town projects and issues as described in the summary below. The summary, which is attached, serves as the minutes of the 2013 Holly Springs Town Council Retreat.

Adjournment: There being no further business for the weekend, the 2013 Winter Retreat of the Holly Springs Town Council was adjourned following a motion by Councilman Williams, a second by Councilman Sack and a unanimous vote.

Respectfully Submitted on Tuesday, March 19, 2013.





Topic	Discussion Key Points	Council Action / Direction / Consensus
FRIDAY		
CIP <ul style="list-style-type: none"> • Review of 2012 Priority Projects • Consideration of 2013 Priority Projects 	<p>Projects and studies completed since the 2012 retreat; Projects and studies underway in either design or construction phase; Resurfacing projects last 5 years; Phase 1 and 2 resurfacing projects under design at this time; Proposed list of General Fund project priorities for 2013; Proposed list of Utility Fund project priorities for 2013;</p>	<p>Action: The Council approved a motion to endorse the staff's list of General Fund priority projects (attached.) Motion By: Sack Second By: Cobb Vote: Unanimous</p> <p>Action: The Council approved a motion to endorse the staff's list of Utility Fund priority projects (attached.) Motion By: Williams Second By: Sack Vote: Unanimous</p>
Fiber Network	<p>The Town can install a fiber network to connect its facilities as well as serve other government facilities like schools;</p> <p>The Town cannot, by law, extend fiber to individual homes and businesses but it can lease the capacity in the lines to a third party that can offer it;</p> <p>Ideally, conduit would be installed automatically with all water extension projects, and fiber could be run as needed;</p> <p>More information would be helpful, but it seems to be a good direction.</p>	<p>Action: The Council approved a motion to direct staff to continue studying fiber network pathways, return on investment, and cost and opportunity analysis. Motion By: Sack Second By: Cobb Vote: Unanimous</p>
Parks and Recreation Projects	<p>Overview of park projects that are being funded by the bond;</p> <p>Bond funds were used to buy parkland, including Jefferson L. Sugg property, which represents a good investment of good parkland;</p> <p>Greenway on Sugg property will connect Bass Lake headwaters to Womble Park;</p> <p>Improvements at all parks were presented in overview</p>	<p>No Action. For information only.</p>
Economic Development	<p>Overview of new, expanding and existing projects that are adding to the Town's tax base;</p> <p>March 20 will be a bus tour for businesses to see what all is going on in town;</p> <p>The ribbon-cutting for Holly Springs Towne Center will be April 13</p>	<p>No action. For information only</p>

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Mims Best Management Practice proposal	<p>A BMP with the development of the Leslie-Alford-Mims property provides an opportunity to manage storm water from all of downtown as well as to establish a high standard for future BMPs;</p> <p>A design for a beautiful landscaped park-like BMP was presented;</p> <p>The BMP would complement the Mims property and downtown as an amenity;</p> <p>It would treat storm water in the Village District;</p> <p>Council received information on the proposed BMP budget and a proposed layout for townhomes on the property</p>	<p>Action: The Council approved a motion to endorse the Town's BMP project and the concept of a townhome development on the Mims property. Motion By: Cobb Second By: Sack Vote: Unanimous</p>
Storm water	<p>Town storm water regulations are a little more strict than those of the State - are revisions needed? ;</p> <p>Background / history of the Town's storm water and environmental treatment regulations;</p> <p>Background / history of the Town's storm water flood control policy with discussion about whether or not a revision to the local flood detention policy is warranted;</p> <p>Future program developments;</p> <p>How buffer requirements of the Town are more strict than State requirements.</p>	<p>Consensus: Town's local flood detention policies are prudent and should remain.</p> <p>Action: Motion to leave the Bass Lake buffer regulations as they are at 100 feet of undisturbed vegetation but staff can revisit the Fair Share area buffer requirements for recommendation of change from 30 feet undisturbed plus 70 feet vegetated to something more comparable to state regulations of 50 feet vegetated. Motion by: Cobb Second by: Sack Vote: Unanimous</p>

SATURDAY		
Topic	Discussion Key Points	Council Action / Direction /

		Consensus
North Main Athletic Complex	<p>Town Consultant Andy Coe of Convergent presented results of a feasibility study to see if there is private interest in the North Main Athletic Complex;</p> <p>He said his research identified support in the community for the complex;</p> <p>Also identified was a healthy amount of potential private financial support;</p> <p>Chuck Smith of Withers and Ravenel reported on a project to determine programming and cost estimates for the project;</p> <p>An athletic park building is estimated to cost \$674,000;</p> <p>A community center / gym / banquet facility, \$6.6 million;</p> <p>A baseball stadium and amenities, \$3.9 million;</p> <p>Site costs, parking, street construction would be more.</p>	<p>Action: Motion to at this time start building a road into the site, soccer fields, tennis courts and a comfort station to meet immediate needs of the community and to study potential full development of the complex as time goes on and funding sources are identified.</p> <p>Motion By: Williams</p> <p>Second By: Sack</p> <p>Vote: Unanimous</p>
Civic Organization Sign	<p>Idea is somewhat archaic;</p> <p>Highway design of sign is big, expensive and not targeted to the right audience;</p> <p>Community location design of sign is more in keeping with its audience and the atmosphere of the community;</p>	<p>Action: Motion to pursue the community corner design for a location downtown.</p> <p>Motion By: Cobb</p> <p>Second By: Williams</p> <p>Vote: Unanimous</p>
Branding Study	<p>An overview of current public information efforts, including the Town's new podcast, was presented;</p> <p>Staff requested Council endorsement to seek price quotes and information geared toward a community branding project to define and community the identity of the town</p>	<p>Action: Motion to seek proposals and determine feasibility during the budget process for a branding study for Holly Springs.</p> <p>Motion By: Cobb</p> <p>Second By: Sack</p> <p>Vote: Unanimous</p>
Fuquay-Varina Annexation Agreement	<p>Managers in Fuquay-Varina and Holly Springs have discussed a potential swap of land in the annexation agreement;</p> <p>The swap represents a logical exchange.</p>	<p>Action: Motion that the Fuquay-Varina annexation agreement be renewed to include the swap of land described.</p> <p>Motion By: Cobb</p> <p>Second By: Sack</p> <p>Vote: Unanimous</p>
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Apex Annexation Agreement	Will expire this spring;	Direction: Go ahead and annex the Baucom tract as

	<p>Property owned by the Baucom family is at issue: it is strategically important to the viability of the Friendship industrial / business site;</p> <p>Baucom family wants to voluntarily annex into Holly Springs, but Apex is against it;</p> <p>Last year, the Council deemed that it was not sure it would benefit Holly Springs to have an annexation agreement line with Apex;</p> <p>Seems it would be best to let the existing line expire in 2013 and let voluntary annexations set the line as they occur;</p> <p>Council feels it should reject recent offers by Apex to set a new line at U.S. 1.</p>	<p>requested and let the Apex annexation agreement line expire. Can revisit it later if Apex wishes.</p>
Habitat for Humanity Opportunity	<p>Mr. Dean briefed the Council on an idea to transform a piece of property into an affordable homes community;</p> <p>Woodcreek developers are giving the Town some land that would be suitable for homes provided by a Habitat for Humanity type of organization.</p>	Direction: Go forward and explore further
Other Business	<p>A company has approached City of Raleigh and Mayor Sears regarding a pay-as-you-go type of waste collection and disposal;</p> <p>Called Zero Waste, the company hopes to do business with the Town;</p> <p>Currently, though, the Town is under a multi-year contract with another company;</p> <p>When the Town rebids the contract, it may include this new option.</p>	No action. For information only
Weather	<p>Due to an unexpected snowfall, the Council quickly wrapped up the meeting and adjourned.</p>	