



May 6, 2014

## MINUTES

The Holly Springs Town Council met in regular session on Tuesday, May 6, 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; Tim Sack; Hank Dickson and Councilwomen Linda Hunt-Williams and 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; Daniel Weeks, senior project manager; Jeff Wilson, information technology director; Adam Huffman, assistant parks and recreation director; Gina Clapp, planning and zoning director; Mary Hogan, finance 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 Pastor Doug Parlin of the South Wake Baptist Church.

**4. Agenda Adjustment:** The May 6, 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:

Andy McPhearson, 1001 Hayes Lane – Mr. McPhearson expressed his enthusiasm for the Town's fiber optic network project. He advised that the FCC has taken the position of fully supporting community broadband networks operated by municipalities, regardless of state laws.

LeeAnn Plumer, Chamber of Commerce director – Ms. Plumer addressed the Council to provide an update of Chamber activities and programs.

**6a. Girls Scouts Medal of Honor** - Ms. Cindy Kelley-Deaton, Chief Operating Officer of the North Carolina Coastal Pines Council of Girl Scouts U.S.A. recognized and honored Eryn Olmo, 17, of Holly Springs with the Girl Scout Lifesaving Medal of Honor during the Council's meeting. This award recognizes Girl Scouts for saving or attempting to save a life under circumstances that indicate heroism.

Following, Mayor Sears presented Eryn with a community service award for her heroism.

Eryn was at work in a fast food restaurant the morning of Aug. 31, 2013 when one of the customers began to choke. She stepped forward and said, "I'm a Girl Scout who knows first aid and CPR." Olmo asked the woman if she was OK, but the woman was not and pointed to her throat. Reaching around the woman's waist, Olmo performed two inward and upward abdominal thrusts, dislodging the food and saving the woman's life.

Ms. Kelley-Deaton presented the medal of honor to Eryn along with a certificate of recognition and a letter from the chief executive officer of Girl Scouts USA. Following, Mayor Sears presented Eryn with a mayoral commendation award commemorating her heroism.

Eryn attends Holly Springs High School and is a member of Girl Scout Troop #278. A Girl Scout since 2005, Eryn is the daughter of John and Robyn Olmo.

**Action:** None.

**6b. Team Weather Whiskers Day** - Mayor Sears explained that the Weather Whiskers, an all-girl robotics team of middle school students from southern Wake County, were selected to represent North Carolina in a nationwide robot invitational at LEGO Land in California in May.

Mayor Sears presented a proclamation designating May 18, their last day in the national competition, as Team Weather Whiskers Day in Holly Springs to recognize and honor the girls for their local-, regional- and state-level accomplishments leading up to the California contest. The Weather Whiskers won first place at the N.C. regional competition in Raleigh and then placed second grand champion in the state tournament in Greensboro in January.

The girls started as fifth grade elementary school classmates on a PTA-sponsored team and have competed together for the past three years. They have been Regional champs for the past two years. Two years ago when the girls entered middle school, parents Shawn and Jennifer Edmondson of Holly Springs took over coaching them independently so they are not affiliated with a specific school/teacher and are not supported by PTA dollars.

Over three years, the team roster has changed only slightly. Currently there are seven girls who attend Holly Grove Middle School; one girl attends Fuquay-Varina Middle School; and two younger sisters attend Ballentine Elementary School.

The LEGO League chooses a theme each year, and teams must develop a project with a problem/solution related to the theme, and design a robot to compete for points. Teams are judged in several different categories including project presentation, robot design, and core values. This year's theme is "Nature's Fury," and the Weather Whiskers team spent 12 weeks researching, developing and sharing their FLL project about pet evacuation during a hurricane. The girls additionally designed and programmed a robot to be used in competition against more than 175 teams during their season.

Members of the Weather Whiskers team are Earle Arnold, Ellis Arnold, Katie Chriscoe, Rhyann Clarke, Caroline Edmondson, Sarah Edmondson, Teagan Fringer, Kate Gagliano, Emily Prins and Erin Stone.

Team members Teagan and Kate accepted the proclamation on behalf of the team.

**Action:** None.

**7a. FY 2014-15 Proposed Operating Budget** – Mr. Simmons presented the recommended FY 2012-13 Town budget for the Council's review.

Mr. Simmons presented the budget with a zero-cent tax rate increase. Both the General Fund and Utility Funds are balanced based on projected revenues for the coming year with a .435 cents tax rate.

Mr. Simmons then outlined the budget proposal, reading from his budget message. He explained that the budget is based on a 99% collection of a .435-cent tax rate applied to a total town value of \$3,701,480,000.

The following bullet points are highlights of the budget.

- Proposed budget is based on 99% collection rate

- Approximate tax base of \$3,701,480,000

- No Tax Rate Increase = \$0.435 per \$100 valuation

No increase in garbage collections fees, recycling fees or yard waste fees, remain \$9.50, \$4.25 and \$2.00

No funds from Fund Balance.

No additional financing is being proposed within the General Fund.

No increase to the water and sewer monthly access or to the existing water and sewer rate in the proposed FY 2014-2015 budget.

No additional financing is being proposed within the Utility Fund.

A new revenue schedule includes a new enterprise fund and fee related to management and implementation of the federally mandated stormwater management program. In the past, the Town has absorbed the cost, using reserve funds. With this fee in place, the need for pulling reserve funds for the program would end. It will be important that all property owners be made aware of this new fee and what it would be used for.

Four (4) new positions are proposed in the General Fund: A Building Code Inspector, a Planning Technician, a Parks Maintenance Technician and a Public Works Technician. Other Reclassifications and position changes can be found in the Salaries & Positions List section of this proposed budget.

\$30,000 in non-profit contributions, (\$10,000 Chamber projects; \$20,000 designated via grants;)

One (1) new position in the Utility Fund: A Customer Service Representative.

Over the last seven (7) years, we have been placing funds in reserve to cover the cost of the Harnett County Water Plant Capacity debt, and for that reason we are using \$1.005 million for the debt payment next year. This was planned when we considered expanding the water capacity to allow the Town to grow into these costs in the future.

Salaries for four existing positions are being transferred from the Utility Fund to the new proposed Stormwater Fund; the fund also would fund contracts for the program and an option would be to use the fund for paying debt for regional stormwater management devices;

1.5% market adjustments for salaries and merit/performance pay funded at 3%.

5% 401k contribution and longevity benefits.

State-mandated 7.07% increase in retirement.

Health insurance rates budgeted with 4.4% increase.

Mr. Simmons said he did look at the facility maintenance director position as was suggested by Councilman Dickson. He said there is a need, especially with our wanting to maintain aging facilities to keep them in service. While there may be a need for a position in the future, management is taking a preliminary

Mr. Simmons asked the Council to set aside a special meeting night in May when Council member questions and suggestions for revisions to the budget plan can be discussed.

**Action:** The Council approved a motion to set a special meeting of the Town Council for 5:30 p.m. May 19, 2014 in Holly Rooms A & B at the Holly Springs Cultural Center, 300 W. Ballentine Street for the purpose of discussing potential adjustments to the proposed FY 2014-15 budget.

**Motion by:** Sack

**Second by:** Cobb

**Vote:** Unanimous

*A copy of budget message is attached to these minutes.*

**8. 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:

**8a. Minutes** – The Council approved minutes of the Council's regular meeting held April 1, 2014.

**8b. Wake County ABC Board Grant** - The Council approved to accept a grant from the Wake County ABC Board in the amount of \$37,178 to purchase driving simulator equipment.

8c. Budget Amendment, \$9,640 - The Council adopted an amendment to the FY 2013-14 budget in the amount of \$9,640 to transfer funds to the Grigsby Avenue sidewalk project. *A copy of budget amendment is attached to these minutes.*

**9a. Parks and Recreation Advisory Committee** - Mr. Huffman said the Parks and Recreation Advisory Committee at their March 13 meeting accepted the resignation of Ray Riordan. The open position was advertised on the Town's website. He said that six applications have been received.

Councilwoman Williams nominated LeeAnn Plumer, and

**Action:** The Council approved a motion to appoint LeeAnn Plumer to the Parks and Recreation Advisory Committee to fill vacancy.

**Motion by:** Dickson

**Second by:** Williams

**Vote:** Unanimous

**10. Other Business:** Mayor Sears memorialized K-9 Officer Leza, a retired police dog who passed away May 6. He offered his and the Council's condolences to Police Officer Keith Denton and family who were Leza's family in her retirement.


Mayor Sears and Council members reported on a number of events and news topics.

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

**12. Closed Session:** None.

**13. Adjournment:** There being no further business for the evening, the May 6, 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.

Respectfully Submitted on Tuesday, May 20, 2014.

 \_\_\_\_\_

notes follow and are a part of the official record.

