



MINUTES

The Holly Springs Town Council met in regular session on Tuesday, March 15, 2011 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 three council members were present as the meeting opened.

Council Members Present: Mayor Sears and Councilmen Jimmy Cobb and Chet VanFossen and Councilwoman Linda Hunt Williams

Council Members Absent: Councilmen Tim Sack and Parrish Womble

Staff Members Present: Carl Dean, town manager; Chuck Simmons, assistant town manager; John Schifano, town attorney; Joni Powell, town clerk (recording the minutes); Linda Harper, deputy town clerk; Len Bradley, director of parks and recreation; Gina Clapp, planning and zoning director; Jenny Mizelle, director of economic development; Kendra Parrish, senior engineer; Jeff Wilson, information technology director; Niki Litts, communications specialist; Stephanie Sudano, director of engineering; and Drew Holland, finance director.

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 15, 2011 meeting agenda was adopted with changes, if any, as listed below.

- Motion By:** VanFossen
- Second By:** Cobb
- Vote:** Unanimous
- Items added to Agenda:** None.
- Items removed from Consent Agenda:** None.
- Items removed from the 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. Payment of Park Fees-In-Lieu Policy Amendment – Mr. Beebe, developer of Duncan's Ridge, said that in January 2010, the Town Council approved a request to delay through January of 2011 the payment of fees in lieu of park land dedication from plat recording to the time of building permit assessment. He said he is requesting that this policy change be extended.

The developer's subdivision has less than 20 lots remaining to be recorded.

Action: The Council approved a motion to extend the expiration until March 15, 2012 of a January 2010 policy change to allow the payment of fees in lieu of land dedication at the time of building permit instead of at the time of plat recordation.

- Motion By:** VanFossen
- Second By:** Cobb
- Vote:** Unanimous

6b. 2010 Census Report – The official population of Holly Springs was 24,661 in April 2010. Since then, the Town has added about 418 people, so the population of Holly Springs is 25,071.

Ms. Clapp said the 2010 Census was a "short form" only Census, meaning the only data that will be released from this Census is population, age, number of households and people per household, race, and ethnicity. The remainder of the socio-economic data that is usually associated with the Census is now being collected annually as a part of the American Community Survey.

She said the Town of Holly Springs was a strong supporter of the Census by adopting Town Council Resolution 09-13 to have Holly Springs join the Wake County Complete Count Committee. The goal of the Committee was to raise awareness and increase the number of households to respond to the Census. Wake County's goal for 2010 was 80% and Holly Springs had the second highest response rate in the county at 84%.

She said on March 2, the United States Census Bureau released the first batch of data for North Carolina that included population statistics. The remainder of the data is expected to be released in May 2011.

Holly Springs is the sixth largest municipality in Wake County, she added.

Action: None.

6c. Rex Healthcare Report - Mr. Tom Williams of Rex Healthcare addressed the Council. He announced that Rex Healthcare intends to submit an application to the State of North Carolina requesting a Certificate of Need to construct and operate a Holly Springs hospital with at least 50 beds and a cancer treatment center. Rex is requesting the Town Council's support with adoption of a resolution.

Action: The Council approved a motion to adopt Resolution 11-05 supporting Rex Healthcare's application for hospital beds.

Motion By: VanFossen

Second By: Williams

Vote: Unanimous

A copy of Resolution 11-05 is incorporated into these minutes as an addendum page.

7. Public Hearing: Pre-Budget Hearing – Mr. Dean said the public has been invited via the Town's Web site and local media to provide comments on the Town's FY 2011-12 budget. Citizens have been invited to provide input as to what they feel are important programs, facilities or services.

The purpose of this pre-budget preparation hearing is to give folks a chance to have input before the budget process actually begins instead of having to wait until the end of the process when it may not be feasible to make adjustments.

This hearing is being held in addition to – and not instead of – the public hearing that is required by law later in the budget process. That hearing is tentatively scheduled for May or June, 2011.

Mr. Dean reported that the Town had received three emails from citizens submitting written input.

With that explanation completed, Mayor Sears opened the public hearing. The following input was recorded:

Charlotte Peters, former tennis coach – Ms. Peters spoke in favor the Town's adding public tennis courts. She said she understands the joint use of school courts; however, she said use is limited because school use of the courts is priority. She added that the town's parks and recreation tennis program has grown, so the need for town-owned courts is there. She asked that public tennis be considered in the budget.

Laura Wyatt – Ms. Wyatt also spoke in favor of public tennis courts in Holly Springs. She mentioned that there were grant possibilities. In any case, she said, she hoped the Council would consider adding public tennis courts.

Action: None.

Copies of emails received are incorporated into these minutes as addenda pages.

8. Consent Agenda: The Council approved a motion to approve all items on the Consent Agenda. The motion carried following a motion by Councilman VanFossen, a second by Councilman Williams and a unanimous vote. The following actions were affected:

7a. Minutes – The Council approved minutes of the Council's regular meeting held March 1, 2011.

7b. Budget Amendment Report– The Council received a monthly report of amendments to the FY 2010-11 budget approved by the town manager. *A copy of the budget amendment report is incorporated into these*

minutes as an addendum page.

7c. Budget Amendments, \$225,000 – The Council adopted amendments to the FY 2010-11 budget in the amount of \$225,000 to purchase land adjacent to Bass Lake Park. *Copies of the budget amendments are incorporated into these minutes as addenda pages.*

7d. Waterline Easement Release Agreement - The Council approved a release of unneeded portion of waterline easement with authority for the Mayor to execute the easement release form.

9a. Phase 3 Sidewalk Project – Ms. Parrish said that on March 1, bids were received and opened for the Phase 3 sidewalk construction project, which includes five-foot concrete sidewalk construction on Earp and Raleigh Streets and Holly Springs Road.

She said a total of 10 bids were received. J.W. Grand, Inc. submitted the lowest bid of \$95,722.10.

This project was funded partially by the John Rex Foundation Grant that Parks and Recreation staff obtained for three separate projects. This is the last of the three projects.

Action: The Council approved a motion to award a construction bid to low bidder J.W. Grand Inc. for the Phase 3 sidewalk construction project in the amount of \$95,722.10 and to approve a project authorization of \$105,295 for construction plus contingency.

Motion By: VanFossen

Second By: Cobb

Vote: Unanimous

9b. Main Street Sidewalk Project - Ms. Parrish said the Engineering Department opened bids for the Main Street South Sidewalk project on March 9. The low bid was received from White Oak Construction.

She noted that 80% of the funding for this project is from an NCDOT Congestion Mitigation and Air Quality grant that staff applied for and secured some time ago. For this reason NCDOT also will have to approve the contractor prior to construction and after Town Council approval.

Action: The Council approved a motion to adopt Resolution 11-06 awarding the construction contract to low bidder White Oak Construction for the Main Street South sidewalk project in the amount of \$368,302, including contingency, conditioned upon NCDOT approval of the contractor.

Motion By: Cobb

Second By: Williams

Vote: Unanimous

A copy of Resolution 11-06 is incorporated into these minutes as an addendum page.

9c. Stream Repair Contract Amendment – Ms. Parrish said the Town Council approved a contract on March 2, 2010 with Kimley-Horn & Associates, Inc. (KHA) to provide professional services for the Green Oaks Parkway stream repair project that included the following design and permitting tasks: preparation of a memorandum providing options for repair; preparation of construction drawings and specifications, bid documents, and an engineer's opinion of costs; facilitation and securing of permits and approvals; bidding the project; conducting the pre-construction meeting; performing site inspections of this specialized repair work; and preparing a required final certification on the construction work once it is performed.

She said during the plan preparation and approval process it was determined that the scope of KHA's services for construction administration needed to be expanded to include more detailed site inspections to insure correct installation.

Stream repair is a specialized type of construction, and it is now clear the scope of inspections needs to be more detailed.

Action: The Council approved a motion to approve an amended scope of services in the stream repair construction administration contract with Kimley-Horn and Associates in the amount of \$16,600.

Motion By: Cobb

Second By: Williams

Vote: Unanimous

9d. Green Oaks Parkway Stream Repair Construction Contract – Ms. Parrish said the Town retained Kimley-Horn and Associates, Inc. (KHA) to design a stream repair project at four of the stream crossings

installed as part of the (two-lane) Green Oaks Parkway project. These repairs are necessary in order to comply with the U.S. Army Corps of Engineers and Division of Water Quality permits originally issued for the roadway project.

She said the need for the repairs became apparent during the periodic monitoring inspections required by the environmental permits.

The design of the repairs has been completed by KHA, the project has been bid informally, and is ready to award.

Action: The Council approved a motion to award the construction contract to low bidder River Works Inc., for the Green Oaks Parkway stream repair project in the amount of \$66,315 including contingency.

Motion By: Cobb

Second By: Williams

Vote: Unanimous

10. Other Business: None.

11. Manager's Report: Mr. Dean thanked those who provided budget input. He also reported: on March 22, the Town will host a Moldovan group; he urged Council members to support ribbon-cuttings; the police department is hosting a bike rodeo this weekend; Congressman David Price will hold a meet and greet at 7:30 p.m. March 21 at the Cultural \Center.

12. Closed Session: None.

13. Adjournment: There being no further business for the evening, the March 15, 2011 meeting of the Holly Springs Town Council was adjourned following a motion by Councilman VanFossen, a second by Councilman Cobb and a unanimous vote.

Respectfully Submitted on Tuesday, April 5, 2011.

Joni Powell, MMC, Town Clerk

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