

Town of Holly Springs

Town Council Meeting Agenda Form

Town Clerk's Office Use:

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|-----------------------|-----------|
| Agenda Item #: | 8a |
| Attachment #: | 5a |

Meeting Date: Aug. 15, 2017

Agenda Placement: **Consent Agenda**

(Special Recognitions (awards, proclamations), Requests & Communications (reports, information presentations), Public Hearings, Consent Agenda, Unfinished Business, New Business, Closed Session)

Subject Title: **Minutes**

Presenter(s): **None**

SUBJECT HIGHLIGHTS:

Minutes in draft form are attached for the Council's review. The minutes are from the Town Council's regular meeting held July 18, 2017. If there are any corrections, please call the Town Clerk at 919-557-3900 or Deputy Town Clerk at 919-557-3904 in advance of Tuesday night's meeting so that corrected versions of the draft minutes can be circulated for review before adoption of the Consent Agenda.

Advisory board recommendation, if applicable:

N/a

Staff recommendation, if applicable:

Approval

Total Number of Motions: n/a

Action(s) requested or suggested motion(s):

Motion to approve the minutes of the Council's meeting held July 18, 2017.

Funds, if applicable, are to be appropriated from account(s) / line item(s):

n/a

Staff Review Record

Are there exhibits for this agenda item? **Yes**

List them in order they should appear in packet: **Minutes**

Department head initials and comments, if applicable: **JP**

Finance director initials and comments, if applicable: []

Town attorney initials and comments, if applicable: []

Town manager initials and / or comments: **css by jp**

Town clerk initials: **jp**



July 18 2017

MINUTES

The Holly Springs Town Council met in regular session on Tuesday, July 18, 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; Mary Hogan, finance director; Leroy Smith, fire chief; Jeff Wilson, information technology director; Irena Krstanovic, economic development director; John Herring, police chief; 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. Jim Littleton, pastor of Holly Springs United Methodist Church.

4. Agenda Adjustment: The July 18, 2017 meeting agenda was adopted with changes, if any, as listed below.

- Remove from New Business: item 9e. Mims Stormwater Device project bids.

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:

Gerald Holleman, 5625 Easton Street – Mr. Holleman asked why, with so many schools, do Holly Springs students get bussed to schools outside this area when students outside the area get bussed in. He asked the Council to make some phone calls and find out why this is being done.

6a. WakeMed Health and Hospital Update - Mr. Tom Gough WakeMed Administrator at Cary Hospital gave an update the Council on WakeMed Cary Hospital's 2016 statistics, awards, centers of excellence, additions of services, areas of focus and challenges in healthcare. He may also address local developments to take place in Holly Springs.

Mr. Gough shared the following highlights:

WakeMed is the largest system of care in Wake County;

Action: None.

6b. Stageworks Theatre of Holly Springs – Mr. Dan Barth chairman of Stageworks Theatre of Holly Springs presented an update of the troupe’s first and second seasons at the Holly Springs Cultural Center.

Action: None

6c. Holly Springs Chamber of Commerce Report - Mr. Manning provided the following information to the Council:

- Recap from the NCBA World Series;
- Report on the HS Chamber Foundation / Fall Foundation Weekend
- Request for support for a “Brunch Bill

Action: None

7a. Public Hearing: Annexation A17-01 Berman Edge Road Property – Ms. Clapp said the Town has received a petition for voluntary annexation of approximately 15.985 +/- acres located at 4034 Berman Edge Road. The property owners are Don S. and Miranda W. Sutton, and the property is contiguous with city limits and meets all the statutory requirements for annexation.

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

Christy Maers – Ms. Maers commented on the wastewater treatment plant odor; access to the property; and whether the buffer between her yard and the subject property would be retained or augmented.

There being no further input, the public hearing was closed.

Action: The Council approved a motion to adopt Annexation Ordinance A17-01, annexing 15.985 +/- acres owned Don S. and Miranda W. Sutton, and more particularly described as Wake County Pin: 0648.01-49-6146, into the corporate limits of the Town of Holly Springs.

Motion by: Dickson

Second by: Cobb

Vote: Unanimous

A copy of Annexation Ordinance A17-01 is attached to these minutes.

7b. Public Hearing: 17-SEU-02/ 17-DP-04 Thales Academy – Mr. Beard said the Town has received a request for a special exception use and development plan to establish a School use in the R-10 Residential District. All schools, both public and private are subject to Special Exception Use approval in the R-10 Residential District.

In association with the requested special exception use, the Town has received a request for a development plan for a school on the property at 11244 Holly Springs-New Hill Rd. The applicant has submitted a development plan for the 31,992 square feet building as well as several waiver requests, a variance request, and a Special Exception Use Petition that is required to establish a school use in an R-10 Residential zoned property. The property would be accessed directly from Holly Springs-New Hill Rd as well as from a connection to the adjacent Hensley Subdivision; which is currently under review.

With that explanation completed, Mayor Sears opened the public hearing. The following sworn testimony and evidence was submitted by those who had been administered the oath by the deputy town clerk:

Project designers described the proposed site plan for Thales Academy.

Beth Trahos, Raleigh, is attorney for the project -- Ms. Trahos cited an appraisal report stating that school construction would not adversely impact neighboring property values. She also provided testimony in support of findings of fact necessary for the Council to issue a Special Exception Use. Ms. Trahos then requested a number of professionals associated to the project to testify in their areas of expertise.

Travis Fluitt, a traffic engineer with Kimley Horne – Mr. Fluitt presented results of his traffic impact analysis. He testified that, with the committed improvements, the site is safe and sufficient in size and shape to manage traffic in and around the site.

Christopher Miller, Raleigh, landscape architect – Mr. Miller said the landscape design will provide adequate buffer and appealing aesthetics for the site.

Councilwoman Lee said the plan reminded her of the layout at Holly Grove.

Richard Kirkland, 4408 Northfield Dr. – Mr. Kirkland said, in his professional opinion as an appraiser, the Thales Academy would have no adverse impact that he could identify on the value of adjoining properties.

Joe Armistead, architect, 3206-112 Heritage Trace Dr., Wake Forest – Mr. Armistead said he was available for any questions regarding design of the building. He noted the raised ramparts that would camouflage mechanical systems on the roof.

Representatives of Thales Academy said components of the curriculum had a classical focus.

Michael Roach, director of development for Thales – Mr. Roach responded to the question about the speed limit. He noted that it is the authority of NCDOT, which won't likely establish a school zone speed limit. He added that if speed becomes an issues, then NCDOT will look at it further.

With that expert testimony, Ms. Trahos submitted that the application meets all the requirements to be granted the requested waivers, variances and special use permits..

There being no further testimony, the public hearing was closed.

Councilman Dickson said he had no issue with the height of building or glazing, but he does have an issue with access to the front of the building from the sidewalk.

Several on the Council said the lack of a connection from the sidewalk to the front door was concerning.

Mayor Sears reopened the public hearing to allow the applicant's attorney to offer alternate options.

Ms. Trahos described an alternate design idea. She said stairs could be added. She said the applicant believes it would help strengthen the plan and would accept stairs required as a condition of approval on the development plan.

There being no further testimony, the public hearing was closed.

Action #1: The Council approved a motion to adopt Resolution #17-31 make and accept the findings of fact to be recorded in the minutes for Special Exception Use (17-SEU-02); Variance of Development Standards (17-VARTC-03); Waiver for Architectural Design Requirements (17-WAV-09); & Waiver of Pedestrian Circulation and Vehicular Area Design Requirements (17-WAV-40) for Thales Academy to allow for a School in the R-10 Residential District as submitted by Stewart, Inc., as specified in exhibit A, subject to the completion of all of the development plan conditions.

Motion by: O'Brien

Second by: Cobb

Vote: Councilman Dickson voted against the motion.

A copy of Resolution 17-31 and Kirkland Appraisals, LLC report are attached to these minutes.

Action #2: Having made findings of fact that the project meets the requirements to be granted Waivers of Regulations of UDO, the Council approved a motion to approve waivers of UDO Section 3.08 Alternate Compliance with Architectural and Site Design Requirements (17-WAV-09); and Waiver of Regulations of UDO Section 7.09 Waiver of Pedestrian Circulation and Vehicular Area Design Requirements, in association with development petition #17-DP-04 for Thales Academy as submitted by Stewart, Inc.

Motion by: Lee

Second by: Villadsen

Vote: Councilman Dickson voted against the motion.

Action #3: Having made findings of fact that the project meets the requirements to be granted a variance, the Council approved a motion to approve Variance Petition 17-VARTC-03: a variance from the Unified Development Ordinance Section 2.04 B. 7. R-10 Residential District, Maximum Building Height, to allow an increase in building height from 35 feet to 35 feet and 5 inches, as submitted by Stewart, Inc.

Motion by: Cobb

Second by: Dickson

Vote: Unanimous

Action #4: Having made findings of fact that the project meets the requirements to be granted a Special Exception Use, the Council approved a motion to approve Special Exception Use #17-SEU-02 as specified in Unified Development Ordinance Section 2.04 R-10 Residential District to allow for a School in the R-10 Residential District and Development Plan 17-DP-04 for Thales Academy at the property located at 11244 Holly Springs – New Hill Rd, Wake County PINs 0649264181 and 0649257804, as submitted by Stewart, Inc., project number 17025, dated revised 6/19/2017, with the following conditions:

Special Exception Use Conditions:

1. All operations must adhere to the evidence submitted by the applicant as stated in the findings of fact submitted and those findings of fact specified by the Town Council in conjunction with 17-SEU-02.

Development Plan Conditions:

1. All permanent signage must be permitted with the Town of Holly Springs
2. A fee-in-lieu of upgrade will be required for this project for the Pump Station and/or Force Main.
3. This project will be required to meet the Town of Holly Springs NPDES Ph. II Post Construction Stormwater Ordinance.
4. A Traffic Impact Analysis has been completed for this project and outlines additional offsite improvements and requirements for fee-in-lieu of improvements (i.e. Green Oaks Parkway & New Hill Road signal, NC55 improvements, etc.)
5. The following items must be addressed prior to the first construction drawing submittal:
 - a. Provide documentation in the form of a recorded plat for any required offsite sewer easements.
 - b. Provide documentation in the form of a recorded plat for any required offsite right-of-way for this project.
 - c. All items listed on the Stormwater Submittal Checklist, Form #16003.
6. The following items must be addressed prior to construction drawing approval:
 - a. A photometric site lighting plan shall be submitted to and approved by the Department of Planning & Zoning.
 - b. If any off site sewer facilities are needed to serve this project and are not completed and accepted by the Town at the time of construction drawing approval of this plan, then these facilities must be completed for this project to develop. The Town is not responsible for completion of off-site sewer facilities, and will not guarantee completion of such facilities by any other party. No plats or building permits will be issued by the Town until all necessary on and off site sewer infrastructure is completed.
 - c. Stormwater sureties are required on this project. A performance surety in the form of a bond, letter of credit or cash is required in the amount of 125% estimated construction cost of the stormwater BMP prior to plat recordation and a maintenance surety in the form of a cash escrow account in the amount of 35% the actual construction cost of the BMP is required at the end of the performance monitoring period for the project.

- d. Approval of Stormwater Management Plan is required prior to issuance of a land disturbance permit or construction drawing approval.
 - e. Payment of the Stormwater Fee-in-Lieu will be required prior to construction drawing approval.
 - f. The Downstream Sewer Evaluation identified a needed upgrade to the downstream line. A fee-in-lieu for downstream improvement will be required proportionate to the added flow of this project.
 - g. A fee-in-lieu for Green Oaks Parkway & New Hill Road signal and the NC 55 bypass improvements will be required.
7. Stairs will be provided to provide access to the building from the sidewalk.
Motion by: Villadsen
Second by: Lee
Vote: Unanimous

7c. Public Hearing: 17-SEU-03 / 07-DP-08-A02 / 17-VAR-01 / 17-VAR-02 Wright House – Mr. Ryan said 919 Marketing, located in the historic Wright House at 102 Avent Ferry Road, has requested approval for a building addition and new building along Avent Ferry Road. The Wright House was built in the early 1900s and was located on Raleigh Street until it was moved to its current location for construction of the Village Office Condos. The building was converted from a residential home into an office building with parking in 2007.

He said that a two-story, 1,151 square foot addition to the Wright House is proposed as well as a 3,600 square foot new building along Avent Ferry Road. Both the addition and the new building are designed to mimic the existing architecture of the Wright House.

With that explanation completed, Mayor Sears opened the public hearing. The following sworn testimony and evidence was submitted by those who had been administered the oath by the deputy town clerk:

Laura Holloman, Spaulding & Norris – Ms. Holloman described the site plan and said she was available for any questions.

There being no further testimony, the public hearing was closed.

Action #1 : The Council approved a motion to adopt Resolution #17-32 to make and accept the Findings of Fact for Special Exception Use (17-SEU-03); Variance Of Development Standards (17-VAR-01; 17-VAR-02); Waivers For Architectural And Design Requirements (17-WAV-08; 17-WAV-05; 17-WAV-07; 17-WAV-13; 17-WAV-04; 17-WAV-14; 17-WAV-15; 17-WAV-06; 17-WAV-16; 17-WAV-12); & Waiver Of Off-Street Parking Requirements (17-WAV-11) as submitted by Spaulding & Norris, PA and The Town Builders, as specified in Exhibit A.

Motion by: Dickson

Second by: Cobb

Vote: Unanimous.

A copy of Resolution 17-32 is attached to these minutes.

Action #2: Having made the necessary findings of fact, the Council approved a motion to approve waivers of UDO Section 3.03 C. Architectural and Site Design Requirements 17-WAV-08, 17-WAV-05, 17-WAV-07, 17-WAV-13, 17-WAV-04, 17-WAV-14, 17-WAV-15, 17-WAV-06, 17-WAV-16 and 17-WAV-12; and Waiver of UDO Section 7.04 E Off-Street Parking Requirements 17-WAV-11 in association with development petition #07-DP-08-A02 for Wright House Redevelopment, as submitted by Spaulding & Norris, PA.

Motion by: Villadsen

Second by: O'Brien

Vote: Unanimous.

Action #3: Having made the necessary findings of fact, the Council approved a motion to approve Variance Petitions:

1. 17-VAR-01: Request for a variance from Unified Development Ordinance Section 3.03 B. 4. a. TV District, Minimum Building Height, to allow for a reduction in the minimum building height from 25 feet to 20 feet and 2 inches for the proposed building adjacent to Avent Ferry Road.
2. 17-VAR-02: Request for a variance from Unified Development Ordinance Section 3.03 B. 4. a. TV District, Minimum Building Height, to allow for a reduction in the minimum building height from 25 feet to 19 feet and 7 inches for the Wright House addition.

Motion by: Cobb

Second by: Dickson

Vote: Unanimous.

Action #4: Having made the necessary findings of fact, the Council approved a motion to approve Special Exception Use #17-SEU-03 as specified in Unified Development Ordinance Section 3.03 A. 2. a. TV: Town Village to allow for a new project in the TV Town Village District and Development Plan #07-DP-08-A02 for Wright House Redevelopment as submitted by Spaulding & Norris, PA, project number 596-05, dated revised 06/12/2017, with the following conditions:

Special Exception Use Conditions:

1. All operations must adhere to the evidence submitted by the applicant as stated in the findings of fact submitted and those findings of fact specified by the Town Council in conjunction with 17-SEU-03.

Development Plan Conditions:

1. No signs shall be approved without the approval of a Master Sign Plan.
2. All previous approval conditions for previously approved Wright House Development Plan will apply to this plan.

Motion by: O'Brien

Second by: Villadsen

Vote: Unanimous.

8. 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 Dickson and a unanimous vote. The following actions were affected:

8a. Minutes – The Council approved the minutes of the Council's regular and special meetings held in May.

8b. Pump Station Landscape Maintenance Contract– The Council approved to enter contract with Greenscape for pump station landscape maintenance.

8c. Frazier & Associates Wayfinding Signs - The Council adopted an amendment to the 2017-18 budget to bring forward funds from last year to close out the Frazier & Associates wayfinding signs design contract.

8d. Planning and Zoning Fee Schedule Correction - The Council adopted an amendment to the FY 2017-18 budget ordinance to correct Planning and Zoning fee schedule text.

8e. Alfred Williams & Company Contract - The Council approved contract with Alfred Williams & Company to upgrade cubicle workstations in the finance department.

8f. Ting Stadium HVAC Contract- The Council approved contract for service preventative and predictive maintenance for the Ting Stadium HVAC system.

8g. Town Hall Roof Repairs – The Council approved contract with Baker Roofing for repairs to Town Hall gutters.

8h. Stop Signs Installation – The Council approved the installation of stop signs at the intersection of Anchor Creek Way and Wellspring Drive to make it a 4-way stop intersection.

8i. Harnett Count Automatic Aid Agreement – The Council received a report of an automatic aid agreement for fire protection between Holly Springs and Harnett County.

8j. Construction Projects Advertisements – The Council resolved that construction projects may be advertised by either electronic means or newspaper or both.

8k. Budget Amendment, \$34,500 – The Council authorized an amendment to the FY 2017-18 budget to move \$34,500 from Street Reserves to the 242 Main Street Partnership project to cover cost of extra surveying.

8l. S. Main Street and Piney Grove-Wilson Rd. – The Council approved to retained Kimley Horne for \$18,000 for signal design work at S. Main Street and Piney Grove-Wilbon Road.

8m. Bass Lake Strea, Channel Repairs – The Council approved to retain Jewell Engineering to complete Bass Lake stream channel repairs from damage due to Hurricane Matthew.

8n. Parks and Recreation Vehicle Purchase – The Council approved the purchase of a new Parks and Recreation vehicle for \$25,876.01 on state contract.

9a. 14-MAS-07-A01, Hensley Subdivision Amendment – Mr. Ryan said the Hensley Subdivision is an approved, 150-lot subdivision located along the north side of Holly Springs - New Hill Road between Holly Springs Town Centre and Twelve Oaks. The subdivision was approved in 2015.

Mr. Ryan said the applicant is requesting to add 24 additional lots on approximately 9.76 acres to the project, bringing the total number of lots to 174 detached and attached residential units. The 24 proposed lots have a zoning of R-10 Residential and a proposed density of 2.47 units per acre.

The Council discussed how close the subdivision would be to the town's water reclamation facility.

Tom Spaulding, Spaulding & Norris --- Mr. Spaulding addressed the comments. He said the owner of the property lives in the area and is acutely aware of the Town's water reclamation facility and the odors that sometimes issue from the plant. He said the presence of the plant will be well-documented in homeowner association declaration papers and in real estate sales and purchase documents. He concluded that buyers would be fully aware of the situation that exists.

Action: The Council approved a motion to approve Preliminary Plan #14-MAS-07-A01 for Hensley Subdivision as submitted by HHHunt Shaffer, LLC, Project Number 2016-018, revised 06-12-17 with the following conditions:

1. At the time of construction drawing submittal, a street lighting plan will be required to be submitted to Planning & Zoning for review and approval. Street Trees on all interior streets shall be positioned as to not interfere with any lighting fixtures provided or any site distance triangles.
2. All previous approval conditions for Hensley Subdivision Plan will apply to this plan amendment.
3. This project will be required to meet the Town of Holly Springs NPDES Ph. II Post Construction Stormwater Ordinance.
4. The following items must be addressed prior to the first construction drawing submittal:
 - a. Documentation in the form of a recorded plat must be submitted for offsite right-of-way for this project along the east end of the project where tapers may extend off property.
 - b. All items listed on the Stormwater Submittal Checklist, Form #16003.
 - c. Verify that the reclaimed model has been updated to reflect the additional lots.
 - d. The revised Fire Flow Analysis must be approved.
5. The following items must be addressed prior to construction drawing approval:
 - a. A fee-in-lieu of upgrade will be required for this project for the Pump Station and/or Force Main.
 - b. Approval of Stormwater Management Plan is required prior to issuance of a land disturbance permit or construction drawing approval.
 - c. Payment of the Stormwater Fee-in-Lieu will be required.
 - d. Stormwater sureties are required on this project. A performance surety in the form of a bond, letter of credit or cash is required in the amount of 125% estimated construction cost of the stormwater BMP prior to plat recordation and a maintenance surety in the form of a cash escrow account in the amount of 35% the actual construction cost of the BMP is required at the end of the performance monitoring period for the project.
 - e. All environmental permits must be obtained prior to construction drawing approval and/or issuance of a land disturbance permit for the entire project.

Motion by: Lee

Second by: Cobb
Vote: Unanimous

9b. 17-MAS-03, Sutton Subdivision - Mr. Ryan said the Town has received a request for a 16-lot subdivision north of Morgan Park along Utley Bluffs Drive. The subject property is zoned R-10 Conditional Use with a proposed density of 2.41 units per acre. The proposed subdivision meets all the development standards of the R-10 zoning district and is consistent with the comprehensive plan.

Action: The Council approved a motion to approve Preliminary Plan #17-MAS-03 for Sutton Subdivision as submitted by Spaulding & Norris, PA, Project Number 410-02, revised 06-16-17 with the following conditions:

1. At the time of construction drawing submittal, a street lighting plan will be required to be submitted to Planning & Zoning for review and approval. Street Trees on all interior streets shall be positioned as to not interfere with any lighting fixtures present or any site distance triangles.
2. Homeowner's Association covenants shall be recorded with the first plat associated with this subdivision.
3. The following statement shall be included in the HOA documents and on the final plat: Property owners are hereby on record notice that this property is in close proximity to the town's Water Reclamation Facility and therefore should familiarize themselves with its operations and impact to the property as part of due diligence prior to purchase. You may call the town's public utility department for more information.
4. This project will be required to meet the Town of Holly Springs NPDES Ph. II Post Construction Stormwater Ordinance.
5. The following items must be addressed prior to the first construction drawing submittal:
 - a. All items listed on the Stormwater Submittal Checklist, Form #16003.
6. The following items must be addressed prior to construction drawing approval:
 - a. Approval of Stormwater Management Plan is required prior to issuance of a land disturbance permit or construction drawing approval.
 - b. Payment of the Stormwater Fee-in-Lieu will be required.
 - c. Stormwater sureties are required on this project. A performance surety in the form of a bond, letter of credit or cash is required in the amount of 125% estimated construction cost of the stormwater BMP prior to plat recordation and a maintenance surety in the form of a cash escrow account in the amount of 35% the actual construction cost of the BMP is required at the end of the performance monitoring period for the project.
 - d. All environmental permits must be obtained prior to construction drawing approval and/or issuance of a land disturbance permit for the entire project.

Motion by: Villadsen
Second by: O'Brien
Vote: Unanimous

9c. "Brunch Bill" Ordinance 17-07 - Mr. Schifano said the North Carolina General Assembly passed a new law allowing cities and towns to allow the sale of alcohol on Sundays beginning at 10 a.m. at their option. The attached ordinance is an enabling ordinance for this purpose.

Action: The Council approved a motion to adopt Ordinance 17-07 to allow the sale of malt beverages, unfortified wine, fortified wine, and mixed beverages on Sundays beginning at 10 a.m.

Motion by: O'Brien
Second by: Cobb
Vote: Unanimous

A copy of Ordinance 17-07 is attached to these minutes.

9d. North Main Street Sidewalk Project - Mr. Siebenbrodt said this project consists of the construction of +/-2050 LF of a 5' wide sidewalk along the west side of Main Street, between the Oak Hall neighborhood and Ting Park. This sidewalk would enable pedestrians to walk from the Village District to the sports complex on one continuous sidewalk.

He said that surveying, design and construction will be completed by outside consultants/contractors, and construction administration may be completed by town staff.

He said staff have received an engineering design service contract from Sungate Design Group, P.A. (Sungate), which also includes a survey (sub-contracted to Mauldin-Watkins Surveying, P.A.) and a level B and partial level A subsurface utility engineering survey (sub-contracted to So-Deep/SAM NC, Inc.).

Action: The Council approved a motion to award contract in the amount of \$101,797 to Sungate Design Group, P.A. for engineering design and survey services, approve funding in the amount of \$112,000 (including contingency) and approve the project budget.

Motion by: Dickson

Second by: Cobb

Vote: Unanimous

9e. Mims Stormwater Device Project - This item was removed from New Business during agenda adjustment.

9f. 127/129 N. Main Street Property - Mr. Schifano said the Town has received an offer of purchase 127/129 N. Main Street, which is currently a vacant parcel (1.14 acre +/-), the site of the town's former police and fire station. The value was established by a town-initiated appraisal dated January 23, 2017 for a value of \$298,000. If the council proposed to accept this offer, the bidder would deposit 5% of the bid with the town, and an advertisement would need to be placed in the newspaper inviting others to submit bids in excess of 10% of the original bid amount for 10 days. If no other bids are received, the property would be sold pursuant to terms of the contract, which in this case is after a due diligence period.

Action: The Council approved a motion to accept a purchase offer of \$298,000 for 127/129 N. Main Street property and to proceed with the sale of property bid process.

Motion by: Cobb

Second by: Dickson

Vote: Unanimous

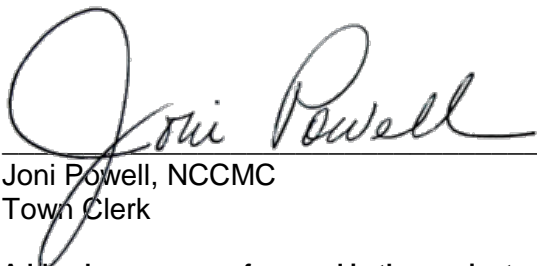
10. Other Business: None that resulted in Council action.

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

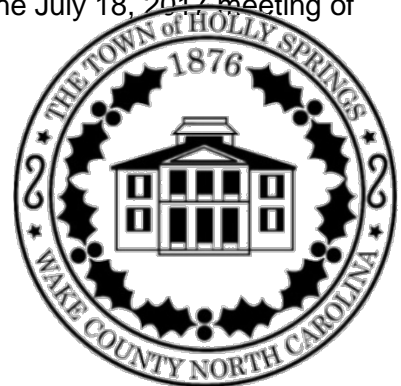
12. Closed Session: none.

13. Adjournment: There being no further business for the evening, the July 18, 2017 meeting of the Holly Springs Town Council was adjourned.

Respectfully Submitted on Tuesday, Aug. 15, 2017.



Joni Powell, NCCMC
Town Clerk



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

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