



June 4, 2013

MINUTES

The Holly Springs Town Council met in regular session on Tuesday, June 4, 2013 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 all five council members were present as the meeting opened.

Council Members Present: Mayor Sears and Councilmen James Cobb, Chet VanFossen and Tim Sack and Councilwomen Linda Hunt Williams and Cheri Lee.

Council Members Absent: None.

Staff Members Present: Chuck Simmons, interim town manager; John Schifano, town attorney; Joni Powell, town clerk, (recording the minutes); Daniel Weeks, project analyst; Jeff Wilson, information technology director; Len Bradley, parks and recreation director; Gina Clapp, planning director; Mary Hogan, finance director; Leroy Smith, fire chief; Jenny Mizelle, director of economic development; Stephanie Sudano, director of engineering; Aaron Levitt, engineering project coordinator; and Mark Andrews, public information officer.

2 and 3. The Pledge of Allegiance was recited, and the meeting opened with an invocation by of the Rev. Tom Newman, pastor of Sunrise Methodist Church.

4. Agenda Adjustment: The June 4, 2013 meeting agenda was adopted with changes, if any, as listed below.

Motion By: Sack

Second By: Cobb

Vote: Unanimous

Items added to the Agenda: Add as item to following Requests and Communications: Set a special meeting of the Town Council to meet in a joint session with the Holly Springs Parks and Recreation Advisory Committee to discuss the North Main Athletic Complex project.

Items removed from New Business 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:

Joe Fanjoy, 109 Fairground Road – Mr. Fanjoy addressed the Council to report that a section of Grigsby Avenue needs improvements and sidewalk. He pointed out that Womble and Sugg parks attract many residents, and runners and joggers use this stretch of Grigsby. It is dangerous, he said, and he pointed out nearby greenways could be incorporated to create pedestrian loops that would be well used. It would add to the quality of life in Holly Springs, he said, and he asked that funding be identified in the upcoming budget to address the lack of sidewalk on portions of Grigsby Avenue.

Carrie Lee, 4002 Clyde Drive – Ms. Lee addressed the Council regarding bad conditions on Clyde Drive, a private road. She asked the Council what residents could do to either have the Town assume the road and maintenance of Clyde Drive.

6a. Ride To Work Proclamation – Mayor Sears presented a proclamation declaring June 17 as Motorcycle and Scooter Ride to Work Day.

Action: None.

7a. Fiber Optic Network Report – Mr. Wilson said staff in conjunction with Columbia Technologies Corporation, Inc. (CTC) has completed a business case and return on investment analysis of the Town's installing and operating its own fiber optic network. The business case represents the benefits of this option over using leased network capacity from the Town's current provider.

Mr. Wilson said the business case was completed over two days of onsite meetings, numerous remote meetings, data gathering and stakeholder meetings. The network design reflects a very efficient redundant network and also maintains strategic routes for economic development and additional private provider investment in the community.

It is proposed to divide the project into three phases.

Phase 1: Detail network engineering and design – Determines exact routes based on field work, and best practices. Also, provides engineering specifications that allow the Town to RFP the construction and materials.

Phase 2: Financing, Materials Acquisition, and Construction – Obtain financing for the network with payoff based on final ROI, acquire materials, and construct network. Network construction is planned to be divided between Public Works and private contractors.

Phase 3: Network tuning and partnership development – Complete network tuning for internal utilization, and market dark fiber and routes for possible dark fiber leasing to private providers.

The overall project timeline depends on numerous factors, Mr. Wilson said. The first is the availability of engineering resources to field design the network, the second will depend on approval of finalization by Council on financing the network, and third will be the lead time for material availability. The IT Department will immediately move forward on construction of routes upon financing and materials availability due to the urgency of needing network upgrades, he added.

Mr. Wilson introduced Joanne Hovis, president of CTC, who reported to the Town Council her company's analysis of Holly Springs. In summary, Ms. Hovis said even a conservative analysis was strong for the Town of Holly Springs.

A fiber optic network that would provide lightning-fast 10 gigabyte per second (Gbps) capability would be a good investment for the Town:

- The town will meet its own needs with the infrastructure that connects facilities, but there would be additional benefits with the infrastructure in place;
- The digital roads provided would serve the business community, schools, libraries and hospitals and provide connection points to link with MCNC, which in turn provides links to state- and nation-wide higher broadband speeds;
- By building the infrastructure, the private sector could benefit because a third party could lease from the town and then offer it to the public;

Network costs range from \$1.86 million to \$2.1 million for connecting all Town facilities and a connection to MCNC, including secondary Town sites; schools and a southern extranet connection to Fuquay-Varina.

Priority projects would be connecting Town facilities with a phase subtotal cost of between \$1.3 million and \$1.5 million.

The high-end estimate of \$1.5 million over 13 years compares to using the Town's existing provider over the same period. In Year 13, the leasing cost will continue to exist, but the fiber optic network would level off (while providing a much higher level of service.)

Even if the Town does not take advantage of the third-party leaser, the Town will realize a return on investment in less than 13 years, using no more than what existing annual payments to the current provider cost, but the bandwidth will be hugely magnified. This will enable the Town to function more efficiently and provide wireless benefits in public spaces for residents.

Direction: The Council provided direction to move forward with project engineering and design of Phase 1 of the Holly Springs fiber optic network.

Motion By: Sack

Second By: Williams

Vote: Unanimous

At this time, the Council discussed setting a special meeting as a joint workshop with the Holly Springs Parks and Recreation Advisory Committee on the topic of the North Main Athletic Complex.

Action: The Council approved a motion to set a special meeting to meet in a joint session with the Holly Springs Parks and Recreation Advisory Committee at 7 p.m. Thursday, June 13, 2013 in Holly Rooms A and B in the Holly Springs Cultural Center to discuss the North Main Athletic Complex project.

Motion By: Sack

Second By: Williams

Vote: Unanimous

8a. 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 May 21 and its budget workshop held May 23, 2013.

8b. Fire Protection Mutual Aid Agreement – The Council entered into a mutual aid agreement with the Town of Apex for fire protection.

8c. Budget Amendment, \$105,600 - The Council adopted an amendment to the FY 2012-2013 budget in the amount of \$105,600 for the purchase of right of way and easements for the West Holly Springs Road sidewalk project. *A copy of the budget amendment is attached to these minutes.*

9a. Wake Football Club Agreement– Mr. Bradley said that this is a proposal to enter into a partnership with a local non-profit athletic association, Wake Football Club, for long-term use of the synthetic turf fields at the North Main Athletic Complex. Doing so would provide a revenue stream (\$84,000 per year) and would provide for consistent and responsible use of the fields, he said.

A memorandum of understanding sets forth the terms in which a license agreement would be drafted in the future, which would allow exclusive use by the non-profit for 5 to 9 p.m. Monday through Friday and 9 a.m. to 5 p.m. Saturday and Sunday. In addition to paying the license fee, WFC is agreeing to provide the following, which staff believes would be a benefit to the Town or its residents:

- 1) hold no less than four soccer tournaments per year, which ostensibly would bring in revenue from outside the area into the town;
- 2) locate the NC/SC headquarters for US Club Soccer in Holly Springs; and
- 3) provide four each annual of player and coach clinics in which the town can charge a fee and/or provide free to town Parks and Recreation participants.

Action: The Council approved a motion to enter a memorandum of understanding with Wake Football Club, a local non-profit athletic association, for the use of fields at the North Main Athletic Complex, subject to changes recommended by the town attorney.

Motion By: Sack

Second by: Cobb

Vote: Unanimous.

9b. West Holly Springs Road Sidewalk Project – Mr. Levitt said the construction drawings and contracts were issued to three contractors for the West Holly Springs Road sidewalk project through the Town's informal bid process. Bids were due back May 28. A bid tabulation and recommendation of award were provided at the council meeting, showing that the low bidder was Narron Construction.

The legal department is continuing efforts to acquire property. Construction is expected to begin late June or early July and be completed by late October or early November. The sidewalk will be constructed along West Holly Springs Road from Main Street to G.B. Alford Highway.

Action: The Council approved a motion to adopt a project budget amendment in the amount of \$340,000 and to award bid for construction of the West Holly Springs Road sidewalk to Narron Construction.

Motion By: VanFossen

Second by: Cobb

Vote: Unanimous.

A copy of the budget amendment is attached to these minutes.

9c. West Holly Springs Road Sidewalk Project – Mr. Levitt said the West Holly Springs sidewalk construction drawings have been completed, and construction is about to begin. The legal department also is continuing efforts to get the required property acquired. There are several locations along the project corridor where the proposed sidewalk is in conflict with existing Century Link utilities.

Mr. Levitt said we avoided these conflicts wherever possible while still considering safety the priority. There are several locations where avoidance was not feasible, and we need to contract with Century Link to relocate their facilities, he said.

Action: The Council approved a motion to adopt a budget amendment and enter into a utility relocation contract with Century Link in the amount of \$15,000, including contingency.

Motion By: Williams

Second by: Cobb

Vote: Unanimous.

A copy of the budget amendment is attached to these minutes.

9d. Holly Springs Business Park Access Point Project – Ms. Sudano said the Town has received notification that the Senate and House have appropriated \$200,000 each in funding toward the Old Holly Springs Road / Apex Road Extension project, which will provide a new full access into the Holly Springs Business Park. This \$400,000 award is the result of continued efforts by both former town manager Carl Dean and Mayor Sears over the past six months or so. We were notified Thursday that the Town will receive \$400,000, which will be administered through the North Carolina Department of Transportation (NCDOT) for this project, Ms. Sudano said.

The preliminary project budget totals \$900,000.

NCDOT needs confirmation from the Town committing to funding the rest of the project. Resolution 13-23 includes text that specifies the Town's ability and intention to fund the remaining \$500,000 for the project. Staff recommends that this funding come from street reserves.

With funding in place, the project could commence.

Action: The Council approved a motion to adopt Resolution 13-23 confirming the Town's commitment to providing its local match and accepting \$400,000 in state funding for the Old Holly Springs Road / Apex Road Extension project.

Motion By: Cobb

Second by: Sack

Vote: Unanimous.

A copy of Resolution 13-23 is attached to these minutes.

10. Other Business: Mayor Sears commended the police department for its assistance with the Ironman Triathlon Sunday.

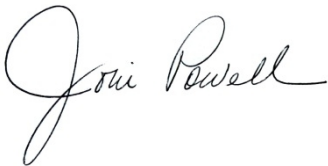
Councilwoman Williams asked when the Sunset Lake Road sidewalk would be completed. Staff said August.

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

12. Closed Session: None.

13. Adjournment: There being no further business for the evening, the June 4, 2013 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, June 18, 2013.

 _____

...these minutes follow and are a part of the official record.

