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**MINUTES**

The Holly Springs Town Council met in a workshop session on Tuesday, April 9, 2019 in the Holleman Room of Holly Springs Town Hall, 128 S. Main Street. Mayor Sears presided, calling the meeting to order at 6 p.m. A quorum was established as the mayor and five council members attended in person.

**Council Members Present:** Mayor Dick Sears, Councilmen Tom O'Brien, Dan Berry, and Peter Villadsen and Councilwomen Cheri Lee and Christine Kelly.

**Council Members Absent:** None.

**Staff Members Present:** Randy Harrington, town manager; John Schifano, town attorney; Linda McKinney, town clerk (recording the minutes), Latisha Butler, deputy town clerk; Daniel Weeks, assistant town manager; Scott Chase, assistant town manager; Gina Clapp, planning and zoning director; Tamara Ward, interim communication director; LeeAnn Plumer, parks and recreation director; Irena Krstanovic, economic development director, Mary Hogan, finance director; Corey Petersohn, finance; Erika Phillips, human resources director; John Herring, Chief of Police; Seann Byrd, water quality director; Luncie McNeil, public works director; Jeff Wilson, IT director; Aaron Levitt, engineering; Jared Brigante, fire department; Jamie Holland, assistant fire chief; Daniel Pope, code enforcement interim director.

**2. Workshop Overview**

Randy Harrington gave an overview of the items on the agenda. He emphasized focusing on the initiative level for this discussion. The plan is for Council to approve the Strategic Plan at the next business meeting. He said that since the sports and leisure tourism aspect of economic development was not finalized at the retreat, Mr. Weeks and Ms. Plummer would start with a presentation on that, and then the meeting would move on to the rest of the Strategic Plan.

**3. Strategic Plan**

Daniel Weeks asked Council if they want the Town to raise increasing sports and leisure tourism to the goal level. As background, he showed what Wake County considers to be assets in this arena, and showed the level of economic benefit from three specific events: CPL All-Star Event, NCFC Boys College Showcase, and NCBA World Series.

LeeAnn Plumer, Director of Parks and Recreation, outlined some of the direct and indirect benefits of increasing sports and leisure tourism and asked that Council consider what level of Town engagement and financial investment they believed the Town should pursue.

Council discussed how to quantify the Town's current investment in this area, what the goal of increasing time or expense in this area would be, and the condition and usage of current facilities.

Daniel Weeks and Scott Chase, Assistant Town Managers, presented a draft strategic plan that included a vision, strategic priority areas, and initiatives, developed by staff to reflect the goals expressed by Council at the Annual Town Council Retreat. Mr. Weeks reminded Council of the

five Strategic Priority Areas they identified during the retreat, and enumerated goals for each as follows:

- I. Economic Prosperity & Diversity
  1. Enhance, attract, and engage diverse economic development opportunities.
  2. Create a vibrant downtown center.
  3. Seek partnerships to drive economic development.
  
- II. Engaged, Healthy & Active Community
  1. Improve, expand, and seek partnerships for recreational and cultural opportunities.
  2. Plan, design, build, and maintain a comprehensive system of sustainable facilities, greenways, and park spaces to high standards, providing attractive places that people use and enjoy.
  3. Develop community events and programs that ensure wide appeal of activities for residents.
  
- III. Organizational Excellence
  1. As an employer of choice, we will retain and recruit a highly-skilled workforce.
  2. Leverage technology and innovative business approaches to enhance customer service and improve business efficiencies.
  3. Expand community engagement.
  4. Ensure financial stewardship.
  
- IV. Responsible & Balanced Growth
  1. Plan, maintain, and invest in infrastructure.
  2. Support land-use planning and policies that provide for sustainable and economic growth while balancing small town characteristics.
  3. Promote sustainability initiatives to protect natural resources and preserve community historical and environmental assets.
  4. Partner with neighbors to promote smart regional infrastructure investments.
  
- V. Safe & Friendly
  1. Maintain the Town's high level of public safety.
  2. Plan for adequate public infrastructure that promotes a safe community.
  3. Enhance capability to communicate public safety messages to the public.
  4. Cultivate a creative and friendly atmosphere that is welcoming to all cultures and the diversity of our residents and visitors.

Mr. Weeks and Mr. Chase presented some possible initiatives to meet these goals. Council discussed and revised the initiatives presented, and requested that a revised document be brought to them for approval at the next business meeting.

#### **4. Anti-Nepotism Policy**

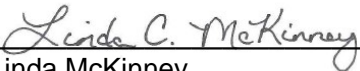
Mr. Harrington advised that the top effect an anti-nepotism plan should have is to protect the town, and suggested that the Town may have grown enough to need a revision of the current policy.

Erika Phillips, Director of Human Resources, outlined the Town's current anti-nepotism policy and its history. She said that the Town has had an anti-nepotism policy since 2001; it was changed in 2010 due to problems with family members of disciplined employees. She then discussed the policies of similarly sized municipalities and asked if Council wanted to

update the policy. Council expressed that they would like a revised policy brought to them at the May 7<sup>th</sup> business meeting.

5. **Other Information** – Councilman Villadsen met with Wildwood residents regarding the Lowe's / Wegman's development, and had questions, primarily concerning the location of the greenway. Gina Clapp, Director of Planning and Zoning showed Council the greenway locations on the map. She said that, due to feedback from residents, the Town has asked the developer about moving the greenway. She said that Council can require changes to the plan in order to approve it.
6. **Adjournment:** There being no further business for the evening, Councilman O'Brien made a motion to adjourn the April 9, 2019 workshop meeting of the Holly Springs Town Council, at 7:51 pm seconded by Councilwoman Lee, with a unanimous vote.

Respectfully Submitted on Tuesday, April 16, 2019.

  
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Linda McKinney  
Town Clerk

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