



April 16, 2019

CORRECTED MINUTES

The Holly Springs Town Council met in regular session on Tuesday, April 16, 2019 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, Dan Berry, and Peter Villadsen and Councilwomen Cheri Lee and Christine Kelly.

Council Members Absent: None.

Planning Board Members Present: Courtney Patterson.

Tree Committee Members Present: Rachel Woods, Gary Claiborne, and Katherine Penton.

Staff Members Present: Randy Harrington, *Town Manager*; Scott Chase, *Assistant Town Manager*; John Schifano, *Town Attorney*; Linda McKinney, *Town Clerk* (recording the minutes); Latisha Butler, *Deputy Town Clerk*; Gina Clapp, *Director of Planning and Zoning*; Beth Trautz, *Planning*; Matt Beard, *Planning*; Kendra Parish, *Director of Engineering*; Melissa Sigmund, *Planning*; Rachel Jones, *Engineering*; LeeAnn Plumer, *Parks and Recreation Director*; Adam Huffman, *Parks and Recreation*; Jessica Stygles, *Farmers Market Coordinator*; Mark Andrews, *Public Information Officer*; Tamara Ward, *Interim Director, Communications and Marketing*; Irena Krstanovic, *Director Economic Development*; Leroy Smith, *Fire Chief*; John Herring, *Chief of Police*; Corey Petersohn, *Finance*, Mary Hogan, *Director of Finance*.

2 and 3. The Pledge of Allegiance was recited, and the meeting opened with an invocation by former Bishop Brian Evans of The Church of Jesus Christ of Latter-Day Saints in Apex.

4. Agenda Adjustment: The April 16, 2019 meeting agenda was adopted with changes, if any, as listed: defer item 10d, Street Tree Maintenance Ordinance, to a later meeting.

Motion by: O'Brien

Second by: Berry

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:

Stephanie Embry of 304 Mystwood Hollow Circle, Holly Springs spoke. She asked everyone from the community to stand. There were several dozen people present. She said that last fall when the neighborhood learned about Lowe's coming, they had concerns and have worked closely with Town staff as well as representatives from Lowe's and came to what they thought was a Master Plan that worked for everyone. As part of that master plan Lowe's will need some waivers relating to parking and pedestrian walkways. They strongly support the waivers and ask the Town to approve them. She said the community was told that some things they want would have to wait to be addressed at the site plan stage, and that they did not know the grocery store would be a

Wegmans. She said that they were happy that it is Lowe's and Wegmans that are coming in. They have now come to address their outstanding concerns with the site plan. She was very complimentary of Sean Ryan and the work he has done with the neighborhood. She said that the neighbors knew it was zoned commercial and that they support this development, but they have some concerns, some of which are significant, and they want to address those concerns.

Susan Morgan 508 Wildwood Farm Way, Holly Springs said she wanted to say that the Planning Board passed the plan before the community knew that the grocery store was going to be Wegmans and what the hours were, and they are unhappy that they didn't have a chance to speak to that. The community wants the easement to be terminated once the Fire Department no longer needs it for access. She said that Rachel Jones in Engineering told the community that emergency access was the only reason for that easement. Lowe's is placing a gate with a lock behind the store. They want a more solid, acoustic gate, and for it to remain in place after the termination of easement. The Fire department is in agreement with a solid the gate as long as the lock system matches the master plan.

They would like an acoustic fence about 15 feet high behind Lowe's because the trucks will be using air brakes. There will be a high volume of trucks because Wegmans' doesn't have a distribution center. She said that additional sources of noise behind the buildings would be back up alarms on the trucks, a generator, a compactor, fork lifts, and the opening and closing of the delivery doors. What they think would work and not be a burden to Lowe's would be to make the north section of the chain link fence a 15 foot solid acoustic fence and move it to the curve. Lowe's would be 20 feet above the community so they want a taller fence. Three of the four sections can be chain link. They want the deciduous trees on the plan to be evergreens instead, for better buffering.

They would like the Wegman's sign on back of building to be removed. Wegmans doesn't need the sign because only the neighborhood could see it, and they have a store in Maryland without the sign in the back. The neighborhood would like Wegmans to alter their delivery schedule to be 7am to 9 pm, not 1 am to 5am because the noise of generator trucks would disrupt the sleep of residents.

Ms. Morgan said that the community would like Wegmans' store hours to be in line with Lowe's, not open until midnight with the outdoor café going. The neighborhood wants a sign preventing trucks from using Wildwood Farm Way, with "violators will be fined." During the Planning Board meeting Lowe's and Wegmans said that they would not be able to control the independent truckers. The communities do not want commercial vehicles on Wildwood Farm Way. Costco in Apex uses signs like this. If trucks are there overnight, the community wants them to park in the front, not in the back near the neighborhood. The backup alarms 50 ft from residential properties will disturb residents.

She said that the community would like there to be no light poles in the parking aisle between the two buildings, but wall pack lights instead, on the fence or on the building below the fence line. The neighbors believe an eight-foot fence is not high enough, because trucks are 13.5 feet high, Wegmans will be 15 to 20 feet above the neighborhood, and truck motors are 6 feet high. A lot of noise would get over an eight-foot fence. She said they need to improve the visual and sound barrier from trucks. A 15-foot fence on a berm with dense evergreen plantings will best protect the community. The community wants the fence to run behind Lowe's, behind Wegmans and around the side of the café prevent café users from seeing community pool. The berm is necessary because, while a fence and dense plantings help to block noise, a berm actually deflects it.

Ms. Morgan said the greenway increases the noise behind the houses because it's a hard surface. To reduce the decibels by 10 cuts the noise in half. She said that trucks are 90 to 100 decibels. Eighty decibels causes hearing damage. She said the current location of the greenway violates the UDO for community business, because it goes nowhere, and also the residents are not getting the designated buffer. She said they need the full 25 foot buffer to get adequate buffering. Lowe's could also improve the specimens used. The most important thing is to get a berm with the highest elevation possible with a 15-foot fence and the whole 50-foot buffer, planted at the highest

elevation and working down to the bottom. She said they want the fence to be west of the access road behind Lowe's loading dock and compactor below the grocery store and extending round the side of the café. It would improve visuals also, separating the residence from the business. No other large commercial development sits on top of a residence like this one, but others have berms. She said the greenway opens in a blind curve near the café, which invites late night activity behind their homes. The greenway prevents the berm which is needed to keep people from watching their kids play or swim. She said a berm is good for the community and good for kids, so it's good for Holly Springs.

Ms. Morgan said they do not need or want the greenway. They have over 100 signatures that they got in 3 days. They submitted the petition to the Mayor. They proposed a plan in January and pointed out that the current buffer was not in line, but no changes were made. The greenway keeps Lowe's and Wegmans from complying with the noise ordinance. It doesn't connect to anything, doesn't go anywhere, and they don't want it.

Ms. Morgan said that at the Planning Board meeting they proposed an alternate route for the greenway through open spaces, but no changes were made. The greenway interferes with Lowe's and Wegmans complying with the noise ordinance. The number of loading docks and the elevation concern them. She said they want the greenway moved, utilizing existing sidewalks or open spaces. The Wildwood neighborhood has sidewalks on both sides, unlike Morgan Park. They want their property values and their way of life protected. Due to the fact the Wegmans didn't reveal their plans earlier, they want Council to delay their action on this.

6a. Recognition: Holly Grove Middle School Solve for Tomorrow winners – Mayor Sears said that he got a letter from Mark Johnson, NC Superintendent of Public Schools, NC Department of Education congratulating Ms. Schelin and her sixth grade class at Holly Grove Middle School for being a national winner of the Samsun Solve for Tomorrow competition. Mayor Sears said that the class was a national winner and the Community Choice winner for Samsung's Solve for Tomorrow Competition with their school bus stop sign invention, winning \$110,000 for their school for the purchase of technology. He said that the competition was designed to boost interest and proficiency in science, technology, engineering, and math and was open to students in grades six through twelve. The class first won at the state level, then went on to become one of ten finalist teams. The other nine finalists at the national level were high school students. The students presented their invention in New York City, and will go next month to Washington DC to meet with their legislators to talk about bus safety.

Ms. Schelin said how proud she was of her students, because it was rare for the same class to win nationally and the Community Choice award. She asked some of her students to address the Council. Boston Harol spoke about what the competition was like. He explained what the sign does and how it improves school bus safety. Next, Kaley Davis explained the technology behind the invention.

Mayor Sears said that he went to Holly Grove Middle School several times, and that the pep rally celebrating the win was great. But prior to that, he was most impressed when every kid in this class walked through the halls while the rest of the school cheered them on to wish them luck in New York. Bus safety is very important. He said that 88% of school bus drivers report that cars have unlawfully passed them when stopped, and that there are nearly 300 stop-arm violations daily in the state of North Carolina. He said that this was unacceptable. He said how very proud of the students the Town is and asked for a show of appreciation from the audience. The audience gave them a standing ovation.

Mayor Sears presented the students with a proclamation declaring the Town's congratulations to them.

Action: None.

7a. Requests and Communications – Holly Springs Farmers Market Transition and 2019 Outlook

Daniel Weeks, Assistant Town Manager, gave a history of the Holly Springs Farmers Market saying it has been going for 13 years. He had a little quiz to see how much people know about it. He congratulated the Planning and Zoning Department who has done an outstanding job of creating and advancing this highly successful event over the last 12 years. He said that beginning in 2019, Farmers Market operations will be administered by the Department of Parks and Recreation. The goal of the quiz was to recognize the effort and passion of the Planning department. Mr. Weeks mentioned food truck rodeos, shred-a-thons, and other events that have been held under the auspices of the Farmers Market. The location on Main Street was likely a significant factor in NC Chapter of the American Planning Association in recognizing Holly Springs' Main Street as a "Great Main Street in the Making." He said that other awards Planning staff have received on behalf of the farmers market include being named "Favorite North Carolina Farmers Market" for 7 years in a row by the American Farmland Trust and honorable mention last year in WRAL's Voter's Choice Awards. The Holly Springs Farmers Market has served as a business incubator and has helped fuel the economic vitality of Holly Springs. The Market has expanded over the years to include a winter market. It is a source of economic activity, a social gathering space, and a pillar of the community. It would not have been possible without the help of Planning and Zoning staff Candace Alford, Matt Beard, Kathy Carlisle, (get list from Daniel) and John Herring, Chief of Police, for providing donuts.

Jessica Stylges, Farmers Market Coordinator, said that she has the best job in town. She said that the Holly Springs Farmers Market kicks off its 13th season on May 4, 2019. She thanked the many sponsors, and reminded Council of the new location at the Cultural Center. She identified new programs coming soon including pre-orders. Through an app, customers can order ahead on Thursday evenings and pick up on Saturday. There will also be new vendors, including some specialty vendors, and the Market will be launching a customer loyalty program. She then highlighted some of the upcoming events and activities associated with the Farmers Market, from Customer Appreciation drawings and kids' activity tents, to live music and food truck rodeos. She invited everyone to come out to the 2019 Holly Springs Farmers Market.

Randy Harrington, Town Manager, said he wanted to thank Daniel Weeks, Jessica Stylges and the Planning and Zoning department for their good work on the Farmers Market.

Action: None.

8a. Public Hearing: Development Plan 18-DP-16, Holly Springs Towne Center Pod D

Matt Beard, Planning, said that this development plan is for a 239 unit multi-family project located at the intersection of Old Holly Springs Apex Rd and Bennett Knoll Parkway, behind Target. It is Pod D of the Holly Springs Towne Center Master Plan, designated for multi-family residential use. Site plan shows 4 apartment buildings and a club house with a pool. This Master Plan was approved in 2008, including this tract designated as multi-family, and the parcel was zoned R-MF-15 on October 21, 2008. He said the plan includes a petition for a Parking Reduction Waiver to reduce the overall parking requirement by ten percent. The Waiver is to reduce required parking. They have identified an area to be land banked in case additional parking is needed. The landscaping meets all minimum requirements with buffering matching the Master Plan. They have provided all required open space as well including an exercise trail, club house, pool, bocce courts, dog park, and playing fields. He showed an elevation of a typical building and the club house.

Councilman Berry asked whether the 10% reduction in parking was available for multi-family developments only. Mr. Beard said that it is a general waiver. Gina Clapp, Director of Planning and Zoning, said that they have never had to go back and ask for additional parking to be built when waivers have been granted in the past. Councilman O'Brien asked what would trigger the Town

asking a developer for more parking. Mr. Beard said if people complained, or if cars were parked in fire lanes or on the streets, etc., then Town staff would go investigate. If Staff felt more parking was necessary they would send a notice letter to the developer requiring them to build more spaces.

Rachel Jones with Engineering said that public utilities are available. There are two connections to existing waterlines, from Bennet Knoll Parkway and Old Holly Springs Apex Road. There is a connection to an existing gravity sewer line and existing reclaimed water line off of Bennet Knoll Parkway. A Traffic Impact Analysis (TIA) was completed with the development plan. At the Planning Board meeting additional information was requested which the developer provided. It is important to note that sidewalks will be provided along the frontage on Old Holly Springs - Apex Road and along Bennet Knoll Parkway.

Councilman Berry asked if road widening would be part of this development. Ms. Jones said it was widened with the Towne Center development.

Councilman O'Brien asked when the TIA was completed. Mr. Beard said it was done in 2008. Ms. Jones said it was updated in 2013. Councilman O'Brien asked why the Town wouldn't do one now, with 2019 demographics. Ms. Jones said that it was approved under the master plan. Staff is currently investigating the policy on TIAs to see under what circumstances the Town could require updates.

Courtney Patterson of the Planning Board said that they discussed the following issues and concerns on 03/26/2019:

- The need to address existing traffic issues on Old Holly Springs Apex Rd and the relative age of the TIA approved with the Holly Springs Towne Center Master Plan;
- The parking reduction waiver request and what steps the Town has to get the "land banked" areas improved as parking areas in the event such a need would arise; and
- The desire for future developments to take into consideration the need for elevators being included for its residents.

She said that overall consensus of the Planning Board is that we need to slow down until the consultant on the long term plan comes back with its recommendations.

Councilwoman Kelly asked Ms. Patterson to address the issue of accessibility for the senior community in apartment communities, not just in this plan, but in any apartment plan.

Mr. Beard said that elevators would be on the study list for next round of UDO amendments. The Town will not necessarily require every project to have them but will probably make one of the required options in an attempt to provide more accessible housing.

He said that town staff has requested that the petitioner submit additional information to support the Traffic Impact Analysis Memo originally submitted with this development plan. This TIA Memo demonstrated the development plan's impacts in relation to what was previously approved with the Holly Springs Town Center Master Plan TIA.

Ms. Patterson said the Planning Board recommended approval for the UDO Waiver for Parking Reduction with a vote of 4-3-2. Mr. Brady's, Mr. Crandall's, and Mr. Deshazor's denial votes were based on the project not meeting the Town's established standards. Ms. Patterson's approval was based on there being a process in place that will hold the applicant accountable in the event additional parking will be needed.

She said that the Planning Board recommended approval of the Development Plan with a vote of 4-3-2. She said that Mr. Deshazor was concerned that the traffic study was completed too long ago. His opinion was that the developer should assist with resolving the traffic issues in that area. Mr. Brady was concerned about the traffic issues with all the development in this area. He would like the entire area be considered not just this one project. Mr. Crandall's denial was based on the Town's preferred tax base.

Ms. Patterson recommended approval of this project but only because she felt the Board was required to do so. However, she said she felt that the Board should not be approving projects with additional residential units until the Future Land Use Plan has been updated and approved. She said she thinks the current TIA is outdated and not sufficient for the current situation and she has concerns for the area.

Ms. Patterson said that after Planning Board voted to approve, an additional motion was made that the Town Council consider requiring the developer to evaluate the need of adding elevators to the buildings as well as future needs for better accessibility for the senior community. The Planning Board passed this motion 6-1-2.

With that explanation completed, Mayor Sears opened the public hearing. The following input was recorded: none.

There being no input, the public hearing was closed.

Applicants Ron Hendricks a civil engineer with Piedmont Land Design, Matt Peach of Stantec Consulting, and Chris Carlino of Dominion Realty Partners, introduced themselves and said they would be glad to answer any questions. Councilman Berry asked them to elaborate on why the parking waiver is required. Mr. Hendricks said that the developer has done many projects and their experience is that they don't need 1.75 parking spaces per unit.

Chris Carlino said that they were not asking for the waiver just to ask for it. He said that they were big on green building and did a study to see how the parking was being utilized. There is a good float factor, and an average of 1.5 spaces per unit is consistent across the Southeast. Also, they didn't want to build more impervious surface and sacrifice green space to parking.

Mr. Peach spoke about the parking study. Back in late summer they took a look at sites in Holly Springs and neighboring areas (two in Holly Springs and one in Cary) They did traffic counts at all the driveways to count the ins and outs and found that parking peaks overnight. The study found that 12 am to 3 am was the peak parking use time. They sent crews to go out and count cars in spaces during that peak time. They confirmed the number of spaces used with aerial photography, and they checked with management of the complex to see if the complex was fully rented. He said that any way they looked at it, the parking provided exceeded the parking being used.

Councilman O'Brien said he was concerned about traffic, and asked how they got their numbers. Mr. Peach said there were memos submitted to staff, one was a trip generation memo, to check to make sure number of trips predicted is still above the current actual usage; the other was to look at volumes projected out in the TIA and compare it to data available from NCDOT today. He said they took the 2007 traffic data, grew it 4% per year due to growth, they then accounted for specific approved developments in the area from TIAs approved for those developments; then they took total development traffic from the 2007 study and add it, then subtract "internal capture." Then they looked at NCDOT's published traffic counting from 2017, which is the latest available. After going through all this, they came up with 41,699 vehicles per day predicted in 2007, which is in excess of what NCDOT counted for 2017.

Councilwoman Kelly asked about the parking areas with the retaining walls. Mr. Hendricks said that the retaining wall by Building 4 will be built even if the parking waiver is granted, because it is due to the building, not parking. Councilwoman Kelly asked how tall the retaining wall would be. Mr. Hendricks said 11 feet. Councilwoman Kelly asked if it would cost more to do later, rather than doing it now, and Mr. Hendricks said yes, because there aren't economies of scale for a small project.

Councilwoman Kelly asked how tall the other retaining wall was, and was told it would be in the 8 to 10 foot range. She asked if it would be better to do the retaining wall now, rather than later, and Mr. Hendricks said it would be, if they need it, but he didn't think they would need it. Councilwoman Kelly said that she thinks they will, as she has seen other projects with shortage of parking.

Mr. Hendricks said that the project has more one bedroom units than two bedroom units, which would mean lower parking needs, and Councilwoman Kelly pointed out that one couple could have two cars. Mr. Peach said that they accounted for the ratio of 1 to 2 or 3 bedrooms in their parking calculations.

Mr. Carlino said that as a landlord his company would be the first to notice if there were parking shortages or bad reviews regarding available parking. He said if they saw their leasing struggling it would be in their best interest to build the additional parking and head off the problem before anyone complains to the town. Councilwoman Kelly asked if the retaining wall at Target impacts their development. Mr. Hendricks said it doesn't impact them at all as it's on the other side. Councilman O'Brien expressed concerns with the TIA given the percentage of growth in the town. He said he thinks it needs to be updated. He said the TIA's are old and he doesn't want to guess. Councilman Berry agreed. He said that traffic now is materially different from traffic in 2007. In the 1st paragraph of the Memo, exact lane usages weren't known. He pointed out that the background traffic is study is from 2013 which was 6 years ago. Studies from 2013 show more trips than DOT shows in 2017. So he said the town is stuck between the Memo's figures and DOT's figures. He expressed concern that there wasn't enough accuracy. Councilwoman Kelly said that she shares his concerns.

John Schifano, town attorney said that the Town requires a TIA in rezoning requests to be sure the traffic network can support the new land use. This property is already zoned. He said the developer is asking Council to approve a site plan. This is not a legislative process, but a non-discretionary *pro forma* decision. The decision on the parking waiver is quasi-judicial. He said Council can decide whether the facts support granting the waiver. Council should grant or deny based on the facts and their own understanding. He said Council's job is to weigh all that evidence and make a decision on the parking waiver. The development plan decision is just a determination as to whether or not the plan meets the Development Plan regulations. He said that he doesn't think there is any evidence that it does not meet the requirements. If Council doesn't think there is enough information to know if the plan meets the UDO requirements, they can table the decision and get more information from staff. He reiterated that the zoning and/or rezoning process is the time to think about traffic impacts.

Councilwoman Lee asked if Council could require a new TIA. Mr. Schifano said that it would have to be very specific to this development plan, for example, is there good traffic flow into the site, etc. not to an overall concern about lack of infrastructure in area. Council could require information about the number of left and right turns into site, for example. But it could not require a TIA for "percentage of growth in the area" type decisions.

Councilwoman Kelly asked if concerns about not enough parking were outside the scope of what Council could require. Mr. Schifano said that was site specific, and he would suggest asking staff for information about adequate parking and inflow and outflow specific to that site.

Action: Motion to table the development plan for 18-DP-16 for Holly Springs Town Center to discuss compliance of the site plan with town staff.

Motion by: O'Brien

Second by: Lee

Vote: Unanimous

9a. Consent Agenda:

The Council approved a motion to approve all items on the Consent Agenda. The motion carried following a motion by Councilman O'Brien, a second by Councilman Villadsen, and a unanimous vote. The following actions were affected:

9a. Minutes – The Council approved minutes of the Council meeting held April 2, 2019 and the Workshop meeting held April 9, 2019.

9b Budget Amendment – The Council approved the monthly administrative budget amendments approved by Town Manager.

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

9c. Budget Amendment to Close Woodcreek Pedestrian Tunnel Project – The Council approved a budget amendment to close the Woodcreek Pedestrian Tunnel Project and transfer unexpended funds to the Parks and Recreation Reserve Fund.

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

9d. Annual Financial Audit Contract - The Council approved a contract with Elliott Davis to perform the annual financial audit for the fiscal year ending June 30, 2019.

9e. Town Hall Commons Change Order 4 - The Council approved change order #004 for additional electrical work and mortar change for the Town Hall Commons parking deck.

10. New Business:

10a. Fiscal Year 2019-2020 Strategic Plan

Randy Harrington, Town Manager said that a strategic plan outlines the direction of an organization. He likened it to a road map to outline the points of interest and destinations on a particular trip. It articulates what is most important and guides resource allocations, policy direction, and efforts of the Town. He said that since November 2018, the Mayor and Town Council have been developing a strategic plan through Council Workshops and the annual planning retreat.

The Strategic Plan includes four components:

- Vision Statement: the overall desired character of the Town
- Strategic Priorities: aspects of the community and Town organization that are the most important areas to impact and achieve positive outcomes
- Goals: areas under each Strategic Priority area where certain achievements are desired, typically over a 2-5 year time period
- Initiatives: 48 initiatives - articulates specifically how goals will be achieved and where staff efforts are focused, typically over a 1-3 year time period.

All components of the plan are shown in the attached Strategic Plan. Below outlines the Vision Statement and Strategic Priorities

Mr. Harrington said the Vision Statement written with Council's guidance reads as follows:
"Holly Springs offers an unmatched quality of life that reflects the joys of small town living in a safe, family-friendly community that residents and businesses are proud to call home."

Next, Mr. Harrington explained the five strategic priority areas defined by Council. Strategic Priority Areas:

- Economic Prosperity & Diversity - *Holly Springs provides a climate where a wide variety of businesses thrive with economic opportunity for all.*
- Engaged, Healthy & Active Community - *Holly Springs promotes fulfilling and rewarding lifestyles with abundant, healthy living options.*
- Organizational Excellence - *Holly Springs is a leader in responsible government with a high-performing organization that meets the public service needs of its residents*
- Responsible & Balanced Growth - *Holly Springs will continue to plan for future infrastructure and support a quality, balanced mix of land uses, while preserving its small town charm, characteristics, and history.*
- Safe & Friendly - *Holly Springs is one of the safest communities in North Carolina with a welcoming spirit and inviting atmosphere.*

For each of the five Strategic Priority Areas, there are goals and initiatives that have been developed in conversation between staff and Council. He presented the following goals:

Economic Prosperity & Diversity – *Holly Springs provides a climate where a wide variety of businesses thrive with economic opportunity for all.*

1. Enhance, attract, and engage diverse economic development opportunities.
2. Create a vibrant downtown center.
3. Seek partnerships to drive economic development.

Engaged, Healthy, and Active Community – *Holly Springs promotes fulfilling and rewarding lifestyles with abundant, healthy living options.*

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.

Organizational Excellence – *Holly Springs is a leader in responsible government with a high-performing organization that meets the public service needs of its residents.*

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.

Responsible and Balanced Growth – *Holly Springs will continue to plan for future infrastructure and support a quality, balanced mix of land uses, while preserving its small town charm, characteristics, and history.*

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.

Mr. Harrington thanked the Council and staff for all their hard work in creating this strategic plan. He said the next steps are for the budget recommendations to reflect the plan, for further development of staff action steps, and the development of performance measures to assess the progress.

Mayor Sears reminded everyone that it is a document that can be amended, tested, and revised. Mr. Harrington said that a strategic plan is a “living document” that is updated periodically, and it is envisioned that the Strategic Plan will be reviewed at least annually with the Mayor and Council to ensure alignment with Council expectations and direction.

Councilman Berry said that this was collectively one of Council’s biggest goals when Randy Harrington was brought on board, and he is excited for the future and glad Council is able to accept this and go execute it.

Action: Motion to approve the 2019 Strategic Plan, outlining the Town’s vision, priority areas, goals, and initiatives that are designed to meet the current service needs of the community and prepare for the future.

Motion by: Kelly

Second by: Lee

Vote: Unanimous.

A copy of the 2019 Strategic Plan is attached to these minutes.

10b. Amendment to Lowe's Home Improvement Master Plan 18-MAS-01-A01

Melissa Sigmund, Planning, recognized all the work Sean Ryan did on this project and said she was standing in for him. She said that the property was zoned CB: Community Business on 02/19/2008. The master plan was originally approved in October 2018. She said that a Master Architecture Plan is required for all master plans to promote consistency among buildings within a development and to enhance compatibility of design and appearance requirements. Ms. Sigmund said that this land is located at the intersection of Ralph Stephens Road and NC 55, at Wildwood Farm Way.

Ms. Sigmund said that the purpose of this amendment to is modify the Master Architectural Plan by adding new building materials and colors and removing building materials and colors that will not be used. She said that no additional modifications to the master plan are proposed, and staff has reviewed the request.

Action: Motion to approve Detailed Master Plan #18-MAS-01-A01 for Lowe's Commercial Master Plan as submitted by Freeland & Kauffman, Inc., dated Revised 01/17/2019 with the following conditions:

1. All previous conditions of approval for Lowes Detailed Master Plan shall apply to this amendment.

Motion by: Villadsen

Second by: Berry

Vote: Unanimous.

10c. Development Plan 18-DP-15, Lowe's Home Improvement / Wegmans

Melissa Sigmund, Planning, said that in October 2018, the Town Council approved the Lowe's Detailed Master Plan (18-MAS-01-A01) which established the transportation network, utility layout, lot lines, common landscaping, and master architectural guidelines (common building materials and colors) for development of the property. She said this Development Plan is for the approval for development of Tracts A, B, and C of the Master Plan (the entire master plan area). The proposed Development Plan is for a 138,504 square foot Lowe's Home Improvement Store and Garden Center and a 99,000 square foot Wegmans grocery store. She showed the process for approval from original master plan to site-specific development plan. These are the details relative to these builders and their designs with Lowe's on the eastern portion of site, and Wegmans on the western side. She showed on maps and elevations the detailed Development Plan, showing specific design standards such as pedestrian circulation, building location, parking lot layout, loading locations, internal landscaping, and building elevations.

Ms. Sigmund said that the first requested waiver is to allow parking in the front of the building. The second is to reduce the number of walkways from 6 to 5. She showed the approximate location of the walkways through the parking lot to the buildings. The site has been reviewed against the UDO and it is in compliance. The applicant will address proposed changes to this plan to address neighborhood concerns. She said buffer is type C150, requiring 75% evergreen and the developer is willing to use 100% evergreen to increase the buffer. The southwest portion of the site has fence and plant material, rather than one or the other. She showed two elevations showing the front and back of both buildings.

Ms. Sigmund said that the following are the requested waivers for Lowe's:

19-WAV-03: Animating Features, to allow a reduction in windows and glass doors on the north façade from 20% to 12% and on the west façade from 20% to 0%

19-WAV-04: Variation in Massing, to allow an increase in building bay width on the north elevation from 30 feet to 44 feet 8 inches and the south elevation from 30 feet to 33 feet

Ms. Sigmund said that the following are the requested waivers for Wegmans:

19-WAV-11: Variation in Massing, to allow an increase in building bay width on the north elevation from 30 feet to 31 feet and 4 inches, on the south elevation from 30 feet to 65 feet, and on the west elevation from 30 feet to 56 feet

19-WAV-12: Human Scale Design Elements, to allow a waiver of Human Scale Design Elements on the south elevation for the Grocery Store building

19-WAV-13: Façade Modulation, to provide alternate compliance with the façade modulation requirement for the north and south elevation

19-WAV-14: Roof Treatment, to allow an increase in continuous roofline from 50 feet to 75 feet on the north elevation, 50 feet to 75 feet on south elevation, and 50 feet to 92 feet on the west elevation

Rachel Jones, Engineering, said there is water service through a connection with the existing water main on Ralph Stephens Road and Wildwood Farm Way. She said gravity sewer service was available through a connection with an existing sewer main stubbed from Wildwood Farm Subdivision to the site. There will be upgrades and improvements to the Holly Springs Basal Creek Pump Station as part of this development. The details of that construction will be provided with the construction drawings.

Ms. Jones said that a Traffic Impact Analysis (TIA) had been completed and approved, and recommended improvements identified in the TIA have been incorporated into the Development Plan. She said Ralph Stephens Rd. will be widened to one half of the ultimate cross section and Wildwood Farm Way will be widened to accommodate an exclusive right turn lane onto Ralph Stephens Rd. There will be 20 feet of additional right-of-way dedicated along the frontage for future NC 55 Bypass widening, with superstreet improvements constructed at NC 55 Bypass and Ralph Stephens/Teal Lake, North and South U-turns provided as identified and required by the NC DOT and the Town, and a signal will be installed at Ralph Stephens and Wildwood Farm Way. She said it was worth mentioning that there will be a 10 foot sidewalk on eastern side and an additional 5 feet added to the Wildwood sidewalks.

Councilwoman Kelly asked if there was anything the Town could do to get DOT to approve the signal sooner. Ms. Jones said she would let the traffic engineer address that when he speaks, but both companies coming at the same time might trigger the DOT to install it sooner.

Councilman Berry asked her to speak to the greenway plan, how it differs, and why. Ms. Jones said the intent is a southern connection through the Adams property to provide a more regional pedestrian and bike connection with neighbors. The greenway would also continue to the West and connect to Piney Grove Wilbon, and have a southern connection to Bass Lake. There is a connection planned across NC 55 to the Carl Dean Greenway and to Bass Lake.

Councilman Berry asked if it was realigned through the property with this development. Ms. Jones said it was because the lay of the land required it to be moved. There are two greenway stubs to the west of Wildwood Farm subdivision that will connect to properties to the west. Further south, there is a stub that will connect to the Adams property. This greenway serves a regional need.

Councilman Berry asked what the requirements are for the gate across Little Moccasin Way. Ms. Jones said she doesn't know but will follow up with Fire Department to see what they support and require for access.

Courtney Patterson, Planning Board, said that the Planning Board wanted to get commitment from Lowe's and Wegmans to keep working with the community to make adjustments as things continue. Not all the options the public commenters gave were heard by the Planning

Board, but they support efforts to decrease noise as much as possible. They discussed the following issues and concerns on 03/26/2019.

- The location and necessity of the emergency access road between the project and Wildwood subdivision;
- The location of the greenway and potential impacts to adjacent properties; The Board also asked how the proposed greenway fits into the larger planned network;
- The types and sizes of landscaping along the property lines in common with the Wildwood subdivision;
- Potential noise issues with the loading areas behind the buildings and applicable town noise ordinances. There was also discussion regarding the type of proposed fence and if a stone or brick wall may provide a better sound barrier or if moving the fence closer to the loading area along the southern property line would better address sound issues;
- Potential light pollution issues specifically with the loading area being located near the residential neighborhood. The applicant was able to describe their lighting of the loading areas;
- Truck traffic in and out of the project and whether signs may need to be placed to limit truck routes and idling behind the buildings;
- Hours and frequency of deliveries;

Councilman Berry asked if Planning Board discussed the greenway. Ms. Patterson said they did briefly, but the applicant said that it couldn't be moved.

She said that the Planning Board recommended approval of the UDO Waivers/Alternate Compliance Requests for Parking, Pedestrian Circulation, and Architectural Regulations with a vote of 8 - 0 - 1.

She said that the Planning Board recommended approval of the Development Plan with a vote of 8 - 0 - 1. Finally, the Planning Board requested Town Council to consider requiring the rear fence along the southern property line be moved closer to the commercial buildings.

Todd Simmons of Freeland & Kauffman, Inc. said the master plan was approved in October 2018. He said that Rachel Jones talked about the TIA and all the iterations they went through. He said there have been a significant number of improvements. Lowe's will partner with the town to make improvements to the pump station to allow a lot more sewer capacity which will benefit the town in the long run. He said that Lowe's worked with neighbors on compatibility, and fencing along the southern property line was discussed as part of that. The Planning Board recommended moving the fence to the top of the hill. He said that Lowe's doesn't have an opinion on where the fence goes. For screening and noise protection, he thinks the top of the hill makes sense but he will defer to Council's decision.

As for the installation of the traffic signal, he said Lowe's remains committed to putting it in as soon as NCDOT says they can. Lowe's is ahead of Wegmans as to a proposed opening date. The traffic signal is not warranted for just Lowe's traffic. He asked if the Town could help with DOT to let them put it in as soon as possible. Mr. Simmons talked about the buffer where Wegmans will be and how quickly it can be planted and installed. He also said if they put fence in during construction, on the property line, it might mitigate some of the construction noise. But Lowe's is open to doing it either way. They are committed to cost sharing on the relocation of the subdivision sign.

Mr. Simmons said that Lowe's is continuing conversations with staff and neighbors. The plan in the agenda packet is same one Planning Board saw, but the applicants have addressed some of the concerns in conversation with staff since then. Lowe's is willing to make the following changes – at Parks and Recreation's direction, they eliminated a small part of the greenway to keep the buffer. Moving north, the buffer has been moved to the east, plantings were moved to fill in

screening under the pine trees, a section of the greenway was moved further from the property line, and the crossing was moved from the curve to a straightaway for safety. He said the position of the greenway was routed last spring. There are some environmental challenges due to wetlands, streams, etc, that caused them to put the greenway where it was. There was a lot of talk about the fence. Lowe's now proposes to move the fence to the top of the rise. Lowe's understanding is that a 15 foot fence would not be allowed. Mr. Simmons said he believes the UDO specifies an 8 foot fence and a 6 foot fence. Lowe's would be willing to go to 10 feet, but the fence would have to stop along the back. Lowe's will plant larger trees than are required, and propose a significant slope plan. The cross section in the packet shows the elevations and the plantings coming up the slope, then a 10 foot high fence. There would be enough buffering and as it grows it will continue to provide buffering. Lowe's has not subtracted out plantings that they could have for the fence, and have moved to all evergreens to increase the buffering to mitigate visual and noise impact. He said he thought this was envisioned during the zoning process. He said there is a 30 foot strip the HOA owns as a buffer between the residential and the commercial land. Lowe's is requesting waivers regarding parking, due to three sides of the buildings being exposed to street. They also want 5 pedestrian walkways rather than 6, due to Wildwood Farm Way being widened and the loss of land because of that. He then asked if there were any questions on the site plan.

Councilman Berry asked about the wax myrtles shown on the buffer plan and asked if the evergreens would be on the other side of the greenway. Mr. Simmons said there is one row of plantings between the greenway and the property line.

Councilman O'Brien said, in terms of the 10 foot fencing, the concerns of the residents were about the height of the grade. He asked what the height would be if Lowe's put the fence closer to its property line. Mr. Simmons said the grade is around 430 or 444, roughly 12 feet between the property line. The top of the fence to the property line would be roughly 20 feet.

Councilman Berry asked if where the fence goes down from 10 feet, where the café is, toward the pool, there was any concession there for screening. Mr. Simmons said that Lowe's was not proposing it. He said there is a significant bank. They are proposing buffer plantings to screen from the roadway. They could move them further up the hill to mitigate that concern. Councilman Berry said that the thicker you can plant it there, the better. Mr. Simmons said they added additional landscaping at the top and maybe they should move it to the lower part of the grade for more impact.

Councilman O'Brien asked if the road for emergency vehicles is temporary. Ms. Jones said that when the stubs in the neighborhood get developed out, then those would be the emergency access, but until that point Little Moccasin Lane is the emergency access.

Travis Spicer, Lowe's Director of Construction & Development, said he would address some of the concerns. The town has a lighting ordinance but Lowe's requires 0 candle foot at property line. They are expecting shield down lights, and if there are light poles in back they will be shorter. An hour after closing, the lights go down to security lights only. As for the concerns about the trash compacter, it is screened with a wall, a closed structure and inside the building, not open to weather or like a dumpster that gets lifted and dumped. It is taken away by waste management, rather than dumped.

Mr. Spicer said Lowe's recycles appliances and pallets, so there isn't junk behind the store; they keep it clean. The truck area goes down in grade. He said that typically a high volume store has ten trucks a day, coming between 7 am and 4 pm. Sometimes building materials are delivered a little earlier than that. All of that activity is as far away from the residences as possible. He added that Lowe's can't control all the trucks. They try to deter it, if it becomes a problem. But typically their trucks come between 7 am and 4 pm. Councilwoman Kelly asked how many trucks are usual. Mr. Spicer said they get 8 to 10 trucks per day. Councilman O'Brien asked if there would be trucks parking overnight. Mr. Spicer said that Lowe's could do signage to prevent overnight parking or idling.

Mr. Spicer said Lowe's has tried to work with town staff and the community. Regarding the access gate, they envisioned a swing gate with a lock box, but if it needs to be different, it can be to work with the emergency vehicles. Lowe's is open from 6 am to 10 pm in the summer, with shorter

hours in the winter. The early hours are mostly contractors and this early traffic is at the front of the store, not the back.

Councilwoman Kelly asked if during garden season Lowe's will you put fences out in the parking lot with plants mulch etc. Mr. Spicer said that sometimes they do at the spring sales, but typically pine needles, mulch etc. are on the sidewalk. The rest is usually inside the building or on the side, not out in the parking lot.

Trent Ferrell of Blue Ridge Architecture said that he has worked with Sean Ryan to make the Lowe's fit the UDO. They have only requested two small waivers. The glass waiver is because it's difficult to fit in that much glass for a big box store, but they can mimic glass with other materials. They also asked for some length waivers where they are slightly above the UDO requirements. He said Lowe's is going to work with Wegmans to match as closely as they can.

Art Pires, Wegmans Project Manager, said he appreciates the staff. He's been in many states and at many board meetings and he was very impressed with the professionalism of the Holly Springs staff. They are looking forward to being part of the Holly Springs community. He gave a brief history of the company. He said that in 2016 Wegmans had their 100th anniversary; they have been in business longer than Ford Motor Company. Wegmans is third and fourth generation family-owned. He said this gives them the flexibility to change with the times and the community. They are a slow, controlled growth company. The Raleigh Wegmans store will be the 100th store when it opens in September of this year. Mr. Pires said that Wegmans was ranked #8 in the FORBES Magazine list of America's Best Employers in 2018, #3 on FORTUNE Magazine's 2019 list of the Best 100 Companies to Work For, and many other such rewards. He said that in 2018 more than 5,300 people contacted Wegmans asking for a store in their community.

Mr. Pires said that Wegmans will provide employment opportunities in Holly Springs. They promote from within and have a dozen people with 50 years with the company. He outlined benefits offered to full and part time employees. He said that Wegmans stores are detailed, elegant, and market like, but their prices are low, and they partner with local farms and growers.

Mr. Pires said Wegmans is very active in the community, giving money, donating food, and promoting healthy activity. Once a store is approved, Wegmans' team in community relations comes down and meets with schools, United Way, and other community agencies and organizations, a year before store opening.

As far as waivers, Mr. Pires said he thinks that with some materials changes, and enhanced architectural treatments that they meet the spirit of the UDO. Mayor Sears asked about the store coming to Virginia Beach. Mr. Pires said it's coming in April. Councilman Berry asked when a Holly Springs store would open. Mr. Pires said that depends on approvals, as Wegmans doesn't set schedules until they are approved because they don't want to be presumptuous.

Councilman Villadsen asked about hours of operation and deliveries. Mr. Pires said that they have from 1 to 3 per deliveries per night, but not 3 every night. Hearing the neighbors and talking to staff, Wegmans is willing to restrict overnight deliveries as much as they can. He said that they do have distribution centers, but not locally. These distribution centers are in New York and Pennsylvania. He said the same number of deliveries occur no matter where a distribution center is. He said that the sign at the back of the building can go away. As for noise, he said that with the 12 foot differential of grade, and a 10 foot fence, that's 32 feet. He said the sight line goes up, not down, so that will help, along with a fence and plantings.

Mr. Pires said that Wegmans emergency generator is just that – emergency. There was a store in central Pennsylvania where the power went out and the Police and Fire Departments used Wegmans' building as community control center. The generator is for emergencies only. Once a month, during the day, they test it. It is a hospital grade unit housed in a metal structure which mitigates noise. At 115 feet from the generator the noise is 63.5 dB. So, if it's 100 ft in a straight line, but there are trees to mitigate it, it will be even quieter. Refrigerated Tractor trailers, at 65ft distance, you will be at 66dB, and as you go further from the site, it gets quieter. He said that when a truck comes in they turn the truck off. The trucks take a half hour to unload.

Councilwoman Kelly asked about the path the trucks will take coming in. Mr. Pires said it is not defined, but they would probably come down Ralph Stephens. They do the best they can to

manage trucks coming in, even for vendors. They have many stores with residents in the same proximity. They will give residents the phone number of the store manager so they can call in with any concerns they have.

Councilman O'Brien asked about the hours of operations. Mr. Pires said Wegmans has 24 hour stores, and 6 am to midnight stores. Councilwoman Kelly asked if those hours were for the café too. Mr. Pires said the café is not a high entertainment area, it is a few tables and chairs. There is no music out there. He said the elevation plus the fence and trees will make it difficult for diners to see the pool, or the pool to see the café.

Councilwoman Kelly asked if there was a chance to talk about the greenway. Councilman Villadsen asked why the town is using the proposed location rather than utilizing the sidewalks that are in the neighborhood. Ms. Sigmund said that Parks and Recreation did the negotiations going by the greenway plan, to make sure that it provided additional connections in addition to the sidewalks. This was part of the process to determine the best location to meet the needs of the greenway plan. Councilwoman Kelly asked how long it would take until the greenway is connected. Ms. Sigmund said it depends on when the next development is approved, but if the Town doesn't ask for it now, the developer won't supply it. The town would have to go back later to obtain it.

Councilwoman Kelly asked if there were discussions about moving the greenway. Ms. Sigmund said that what Council sees is a balancing act between the greenway, the elevation, and other buffering requirements. There was a slope change and this location was an attempt to keep the greenway on a relatively flat plane, rather than an incline.

Councilwoman Lee said that many town developments require greenways that aren't going anywhere now because future connection is dependent on development. Councilman Villadsen expressed uncertainty as to the value of this greenway and asked for a better understanding.

Adam Huffman, Parks and Recreation, said the Town has a proposed greenway in the transportation plan. It was originally bordering Wildwood Farm Way, but because of topography and the safety of crossing the road staff felt this was not a good placement. There are possibilities from the east, Pecan Grove South or II might connect over to the Carl Dean Greenway. If we don't get the greenway now we may never get it, he said. A greenway could go through neighborhoods, but the town survey said greenways were the most desired option and residents weren't happy with sidewalks as greenways, so staff has been very vigilant about bringing greenways in where they could. Going through the southern part of the property heading westbound would provide the safest means for people coming from the west.

Councilwoman Kelly said she understands, but this is going through back yards. Ms. Sigmund said there is an existing HOA buffer on the Wildwood Farm side, so greenways aren't going through people's backyards. Councilwoman Kelly said what if the Town went back to the original greenway and just did a better crosswalk. Mr. Huffman said that obviously Town Council can decide whatever they think is best. Staff decided that it would be dangerous for people due to the speed on NC 55, and the curve in the road at the originally proposed crossing. Staff felt that moving the greenway to the south and getting people onto Ralph Stephens Road would be the safest route for pedestrians. And there is connectivity on Ralph Stephens that the Town wants to connect to. It is important for the greenway to get to this point to go westbound. The Town is trying to construct the greenway process because residents have told the Town that they are not happy with the greenways as they are. Lowe's and Wegmans are destinations that people want to get to, so the town staff is trying to increase that connectivity. The Town needs to get each piece of greenway as it can and connect the parts of the greenway to each other.

Councilman Villadsen said there are a lot of greenways abutting peoples' property, but they don't have a large commercial presence on the other side. He thinks the greenway is impacting the ability to better buffer the residences. Mr. Huffman asked if Council wanted to move the greenway and create more buffer. Councilman Villadsen said he didn't know what options he wanted specifically, but there needs to be a better buffer. He wanted to know why the sidewalks weren't used instead. Mr. Huffman said that staff talked to residents about using the sidewalks through the neighborhood for part of the Greenway, and they don't want people going through their neighborhood; they preferred people come on the Lowe's property rather than through their

neighborhood. Councilwoman Kelly said she thought people expect traffic on the sidewalk, but want more privacy at the back of the house. Councilwoman Lee asked if Holly Springs had any other neighborhoods where greenways go through on the sidewalks. Mr. Huffman said a lot of neighborhoods don't have greenways going through them at all.

Councilwoman Lee said she was concerned about walkers and bikers in the neighborhood where cars are driving, rather than on a greenway. Mr. Huffman said that if the greenway uses sidewalks, every time a pedestrian or bicyclist cross a driveway there is a danger; a true greenway is safer for kids learning to ride a bike. The attempt was to keep people off Wildwood Farm Lane and to extend greenways and keep people safe while improving connectivity. Councilwoman Kelly said she approved of connectivity but wondered if there was another way.

Councilman Berry asked if there was any progress in conversation with the nearby apartments and doing a greenway. Mr. Huffman said there is a natural, private greenway and they were looking at that but not getting any interest from the owners of the land. Then Lowe's needed a decision, so they moved the greenway route to Ralph Stephens. Councilman Berry asked if there was a piece of land between that property and this that they would have to go through. Mr. Huffman said there is a small piece that Wildwood Farms owns that the town would have to get an easement for. Staff did explore that option but Holly Springs would have to build a small bridge over a low lying area. Councilman Berry asked if that could still be an option. Mr. Huffman said that it could be, but the Town would have to get the exchange.

Mayor Sears asked if Council was at a point where they could make a decision.

Councilman Villadsen asked if the buffering could be increased the where it is just a single row of trees. Councilman O'Brien said that it is 20 feet from the greenway. Councilwoman Lee asked if there was room to increase the buffering. Mr. Huffman said that where the access road is positioned might be a problem, but he would defer to engineering and architects. He said that there is a natural area already there that the town was trying to preserve.

Councilman Villadsen asked if Mr. Huffman could address Town ordinances related to greenway use and hours of use. Mr. Huffman said that normally it is like parks, dawn to dusk. But there is no ordinance specific to greenways. The Town Manager can decide on hours and post those rules on the internet.

Councilwoman Kelly asked if there was a way to move forward with some of the site plan but defer the greenway decision.

John Schifano said that Council could approve the site plan subject to revisions in respect to greenway and buffering. He said it is cleaner to bring it back and have the final version in front of Council so it is in the record for future reference. But they can grant preliminary approval, let Lowe's get started, and reserve approval on the greenway and buffering.

Councilwoman Kelly said that she was good with everything else but needed to think through the greenway situation. Councilwoman Lee said that they needed to move quickly.

Councilwoman Kelly said she would hate to make a decision tonight until they think it through.

Mayor Sears asked if the location of greenway will not inhibit going ahead with plans and coming back on that one item later. He asked if that would slow the developer. Mr. Spicer said that he thought Lowe's could work with that.

Councilman O'Brien asked the Town Manager if staff could get something to Council in a week or so. Mr. Harrington said they absolutely could. He reminded Council that the first meeting in May on the 7th would be the first time they could come together to take action.

Councilman O'Brien said that he thought Council's best option was to approve everything else and come back on just the greenway issue.

Mr. Harrington clarified that Council is looking for options on location and/or buffering of greenways, with pros and cons associated with each.

Action 1: Motion to adopt Resolution 19-12 to make and accept the Findings of Fact for Waivers of Architectural and Design Requirements (19-WAV-03; 19-WAV-04; 19-WAV-11; 19-WAV-12; 19-WAV-13; 19-WAV-14); Waiver of Off-Street Parking Requirements (19-WAV-01);

and Waiver of Pedestrian Circulation and Vehicular Area Design Requirements (19-WAV-02); in association with Development Petition 18-DP-15 for Lowe's Home Improvement / Wegmans, as submitted by Freeland and Kauffman, as specified in Exhibit A, and with additional Findings of Fact as specified in Exhibit C, if any.

Moved: Lee

Second: Villadsen

Vote: Unanimous

Action 2: Having made findings of fact that the project meets the requirements to be granted Waivers of the Unified Development Ordinance, motion to approve Waivers of Architectural and Design Requirements (19-WAV-03; 19-WAV-04; 19-WAV-11; 19-WAV-12; 19-WAV-13; 19-WAV-14); Waiver of Off-Street Parking Requirements (19-WAV-01); and Waiver of Pedestrian Circulation and Vehicular Area Design Requirements (19-WAV-02); in association with Development Petition 18-DP-15 for Lowe's Home Improvement / Wegmans; as submitted by Freeland and Kauffman, with conditions as specified in Exhibit D, if any.

Moved: Villadsen

Second: Berry

Vote: Unanimous

Action 3: Motion to approve Development Plan 18-DP-15 for Lowe's Home Improvement / Wegmans, as submitted by Freeland and Kauffman, dated revised 02/27/2019, with the following conditions:

1. All previous conditions of approval for *Lowe's Detailed Master Plan* shall apply.
2. All roadway improvements identified in the approved TIA and shown with this Development Plan shall be constructed with this development project.
3. The following must be completed prior to certificate of occupancy:
 - a. Final Plat must be recorded for the subdivision of this property.
4. The following must be submitted with the first Construction Drawing submittal:
 - a. A point-by-point photometric plan for all site lighting (not including public right-of-way street and pedestrian lights) in conformance with lighting levels specified in UDO Section 7.02 shall be submitted to and approved by the Department of Planning & Zoning.
5. Prior to 1st Construction drawing submittal, the following items must be addressed or included with the submittal:
 - a. The Infrastructure Reimbursement Agreement (IRA) must be finalized and approved.
 - b. The cost estimate for the required fee-in-lieu of constructing the proposed exclusive right turn lane on Piney-Grove Wilton to Ralph Stephens Road proportionate to the project's impact must be finalized and approved.
 - c. The configuration of transportation improvements on westbound Ralph Stephens Road shall be coordinated with the Town and NCDOT and finalized.
 - d. Submit construction drawings for Holly Springs Basal Creek Pump Station upgrades/improvements.
 - e. Thoroughfares, collectors and boulevards will require a calculated pavement design and will require NCDOT approval.
 - f. A Final Gravity Sewer Line Sizing Report is required, including calculations to document line sizes, adequacy of proposed sanitary sewer lines.
 - g. This project is located in a basin where the Town has an approved flood study. Accordingly, a flood study will be required to meet the Town's policy for Hydrologic Basin Models (Town Policy - P-018). The flood study will need to be updated to reflect this project and will need to demonstrate that development of the site will not raise established flood levels. Retention or detention may be required to accomplish this. The following is the approved flood study that this project will need to update: Wildwood.

- h. All items listed on the Stormwater Submittal Checklist, Form #16003, must be included with the first construction drawing submittal.
- 6. The following items must be addressed prior to construction drawing approval or issuance of the land disturbance permit:
 - a. Off-site right-of-way dedication in the form of a recorded plat is required to be documented with this project; including, an additional 20-ft right-of-way across the property frontage on GB Alford Highway (NC 55 Bypass). The plat must be submitted no later than with the second construction drawing submittal. The acceptance of the plat may be delayed until Construction Drawing approval at the discretion of the Director of Engineering.
 - b. Documentation of any required Temporary Construction Easements must be provided in the form of a recorded plat. The plat must be submitted no later than with the second construction drawing submittal. The acceptance of the plat may be delayed until Construction Drawing approval at the discretion of the Director of Engineering.
 - c. The signal warrant analysis submitted for the intersection of Wildwood Farm Way and Ralph Stephens Road must be reviewed and approved by NCDOT prior to Construction Drawing Approval.
 - d. Fee-in-lieu of upgrades to the Holly Springs Basal Creek and Garrison Pump Stations proportionate to project's downstream impact.
 - e. Approval of Stormwater Management Plan is required prior to issuance of a land disturbance permit or construction drawing approval.
 - f. Payment of the Stormwater Fee-in-Lieu will be required prior to construction drawing approval.
 - g. 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 the preconstruction meeting 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.
 - h. All environmental permits must be obtained prior to construction drawing approval and/or issuance of a land disturbance permit for the entire project. This will become a condition of plan approval.
- 7. Removal of sign on back of Wegmans;
- 8. Subject to relocation of planting;
- 9. Subject to approval of greenway and buffering to a later meeting;
- 10. That the applicant change fence from 8 ft to 10 ft on the south property line;
- 11. Relocation of plant materials as shown on the site plan shared on the plan on April 16, 2019;
- 12. Moving material from Ralph Stephens Road buffer yard to the corner;
- 13. Modification of plant material at the corner of the Wegmans building; and
- 14. Subject to finalization of greenway location after working with staff and at the approval of this body.

Moved: Berry

Second: Lee

Vote: Unanimous

10d. Street Tree Maintenance Ordinance – this item was deferred to a later meeting.

10e. Fiscal Year 2018-2019 Nonprofit Grants

Councilman Berry said that The Town of Holly Springs 2018-2019 Budget has a line item for \$15,000 in grant money to be awarded to local civic nonprofit organizations. In January the applications were posted to the Town web site and distributed to all groups who requested them. Sixteen organizations applied, requesting a total of \$30,223.00. The Grants Committee met on

Thursday, April 4, 2019 to consider the applications. He said that the Committee recommends that the council grant the following amounts to the following groups.

Organization	Amount
Hawktimus Prime Robotics	\$500
Holly Grove Middle School PTSA	\$500
Holly Springs Community Band	\$2000
Holly Springs Food Cupboard	\$2500
Holly Springs Golden Hawks Band	\$2000
Holly Springs ML King Committee	\$500
Holly Springs High School PTSA	\$1500
InterAct	\$1000
Kiwanis Club of Holly Springs	\$1500
LaunchHOLLYSPRINGS	\$500
Sense of Play	\$500
South Wake Conservationists	\$500
Southwest Wake Lions Club	\$1500

Groups that applied and were not funded were the Holly Springs Atoms, which is a segmented use club team. The Town funds sport through Parks and Recreation and does not feel that this would be a clear public purpose.

Raleigh Preeclampsia foundation – There was not a tangible direct impact or public purpose in Holly Springs, and the grants committee wanted to move away from funding “walks.”

YMCA of the Triangle – This is a membership-based organization, with a very healthy balance sheet. The Committee does not dispute the good work they do, but the amount of money the Town could grant would provide minimal impact.

Councilman O'Brien stated for the record that he is a member of the MLK Committee, that he spoke with the town attorney and was told he was able to vote. Councilwoman Kelly stated that she is also on MLK Committee and a Rotarian, and received the same permission to vote. She praised the work of the committee saying that their work was outstanding. Councilwoman Lee said that she is a member of the Lions Club and has children at Holly Grove Middle School and Holly Springs High School.

Action: Motion to award Local Nonprofit Grants to the organizations and in the amounts listed above.

Moved: Barry

Second: Kelly

Vote: Unanimous

Councilman Berry then said that in October 2018 then Senator Tamara Barringer presented the Town with a check for \$50,000.00 from the State of North Carolina with the intention that the grant-in-aid funds would be used by the Town to support the Mayor's anti-bullying initiatives, the Mayor's youth advisory board, the School Safety Program and the teacher classroom supply program. The Committee viewed this outside of the \$15,000 that we allocate annually, because this was money that was accepted specifically for three programs that were listed by the Senator when we received that money. The decision that the Council made at that time was to refer that funding to the Committee for discussion and evaluation. Applications were filled out by each of the three groups requesting the full amount of funding that was provided. The Senator had requested

\$20,000 to the School Safety, \$15,000 to the Mayor's Youth Advisory Board and \$15,000 to the Mayor's Anti-Bullying Campaign. The Committee discussed each of these.

On both the Anti-Bullying Campaign and the Youth Advisory Board, the Committee had asked for additional information, such as a budget for how these funds were going to be spent, and details on how the organizations were funded. They received information on how the funds were going to be used programmatically, but not a lot of financial details to understand how the groups are funded, or a budget to show how the funds would be allocated. Because of that the committee was not comfortable allotting the full amount at this time. They have asked, in discussions with the Mayor, that these groups compile that information and come back to the Committee with it. The Grants Committee is willing to come back to Council as many times as necessary until the full amount is allotted. That being said, the committee thinks each of these groups is doing good things, so rather than not fund them at all, the committee recommended funding them at the levels below until they provide the additional information.

Mayor's Youth Advisory Board	\$2,500
Mayor's Anti-Bullying Campaign	\$5,000
School Safety and Supplies	\$20,000

The Youth Advisory amount is smaller than the Mayor's Anti-Bullying Campaign amount because the needs are not as defined, but they are going to come back to the Committee with more information on how those funds will be allotted.

School safety was a little easier. The Committee worked with Mr. Pittman, who was formerly principal of Holly Springs High School and now works with all the schools in the county. He put the Committee in touch with all the principals of the schools in the Holly Springs. The Committee is recommending the \$20,000 be fully allocated. They are asking manager to work with school board and Wake County Public School System to negotiate a contract or agreement for the disbursement of the funds. There are 12 schools that serve Holly Springs' students: Six elementary schools, three middle schools, and three high schools. The Committee's original recommendation was for \$1,000 for each elementary school, \$2,000 for each middle school, and \$3,000 for each high school, before they realized that there were three high schools, not two. The realization that Middle Creek High School serves some Holly Springs students brings the number of high schools to three. In order to reach the \$20,000 amount, Holly Springs High School, which has the bulk of the Holly Springs' students is recommended to receive \$3,000 and Apex Friendship High School and Middle Creek High School would each receive \$2,500.

Councilwoman Kelly said that when she looked back to October, when the money was received, it said that the Town was receiving it under the Grant Committee rules. She said that she thinks the grant committee rules should be applied to this money as well. The anti-bullying group is a 501(c)3. She said if Council follows the rules, they should give them \$500 now, and wait for them to figure out where the rest of the money is financially, and cap them at \$2,500. She said the other group is not even a company yet that she knows, but there is a provision that they can find a 501(c)3 group to help them, and then they would be able to get the \$2500. She said she thinks Council should give these groups six months to do that right so they can get the \$2500. Besides that, she said, it goes outside of Council's rules. She said that Senator Barringer's goals are laudable, but if she wanted the funds to go to specific groups she should have given it to them directly, not through the Town. She said Council accepted the money saying it would go through the Grant Committee, they have rules, and Council needs to honor those rules. Council could then keep the balance of the money for future years, or if the Town wants to get rid of the money they could give it all to the schools. That, she said, is how Council can honor the Senator's goals, but still honor Council's rules.

Mayor Sears said that this has been a very frustrating project for him. He said he sent information on March 2nd, and it is now April 16th. The concern he has is that this money was given to the town through him, from the Senator. At that point in time his commitment was that, to use the example of School Safety, that all the money be agreed to through Brian Pittman. That was the Senator's request. He said Mr. Pittman worked with him, and this is pretty much what we came up with. But to start shifting around big dollars, like, "I don't think this is any good so I'm going to give \$10,000 to somebody else," made him very uncomfortable, because that was not the Senator's intent, and she is the one who gave the Town the money. The Mayor said he had certain commitments to make to the Senator, and that she designated this money for certain programs.

Councilwoman Kelly asked if Senator Barringer said why she didn't give the money directly to these organizations instead of giving to the Town. Mayor Sears said he thought she couldn't give the money directly because of state rules. Councilwoman Kelly said that it wasn't right for the Town to break rules either, because the Town has rules.

Councilwoman Lee said that this doesn't fall under that system because it is not Holly Springs tax payer money that the Town budgets and which falls under those rules. Which means that Council needs to discuss whether, when future money comes in, it falls under those rules. She thinks it should be outside the regular grant process.

Councilwoman Kelly said that Council should have discussed it when they agreed to take the money, because when Council accepted the money they said it would go under the Grant Committee rules.

Councilman Villadsen said that the grant committee tried to follow the spirit of the policy here, in terms of not giving money blindly without some assurance of budgetary information, but to honor that the money was given for these groups and give them some amount. While the policy statements reflect numbers and scoring, in the end, the application says "the council may evaluate any application without regard for these policies." He said that he didn't think the committee disregarded the policy, but tried to honor the spirit in which the money was given to the town. Mayor Sears said that at that meeting when Senator Barringer presented the check, she went through these numbers and he hadn't heard anything against that until right now. He said he had to take exception to that.

Councilwoman Kelly said it was a recommendation and Council was going to put it through the grant process. She asked who you would cut the check for, if it's not an entity.

Councilwoman Lee said that these are organizations. They have bank accounts. In the past the Town has written checks to the Mayor's Youth Advisory Board.

John Schifano said the Town can administer the funds to the Mayor's organizations, treating it in essence like a town department with regards to those funds.

Councilwoman Kelly said that that is another discussion. This is not an official town group. It has never been formalized and doesn't go through the Council. She said she was uncomfortable with the town administering funds for a nonprofit.

Mayor Sears said with all due respect, he must take exception. This has been on the docket since March and no one has said anything. No one said anything when the Senator presented a check for \$50,000.00. This is not town money it came from the legislature, and there are differences. There were agreements made. He said he'd rather send it all back.

Councilwoman Lee said the money was given and the Senator said how it was to be divided up. Then Council talked about putting it under the grant committee for how it would be dispersed. She told the Mayor, that the committee was trying to see how it could do this. They would start by giving a little money, see a budget and financials, and start towards the process of how the grant committee works. In six months, when they come up with a different plan, the Committee would disburse more money. She said she was not comfortable with spending the money elsewhere. But she was comfortable with starting slow, seeing how the money is going to be spent. She said that going forward Council needs to discuss how this kind of donation will be handled.

Mayor Sears said that he met with Councilman Berry on Friday and went through the numbers for the first time. He said he was prepared to go forward with the school safety, but

doesn't have the financials on the school safety, but he could have the details on the other two groups within a week if Council wanted to table the matter.

Councilman Berry said that that's why the committee recommended the amounts they did, to give the groups time to put those financials together.

Councilman O'Brien said "the policy doesn't apply to this, right?" Councilwoman Lee said that even if it did, the committee could make an exception.

Councilman Berry said that he recalled, when Council made the decision to accept the \$50,000 that it was referred to the grant committee to go through the vetting. There are conflicts in what policy applies to the \$50,000. Any amount of diligence the committee takes to this process is better than simply handing money out. He said that he thinks the process they are going through is adding the necessary diligence to protect the tax payers and exercise some financial control over how the money is being spent and utilized. He said they should be careful about this or no group will give the Town any further grants. Council needs to clear this up.

Councilwoman Kelly said that John Adcock asked Council for information when he gave them money; this one didn't really.

Councilman Villadsen said that to do that we would have had to make provisions at the time for where the money would go, if it didn't meet the policy. He said the committee did its best to honor the policy and also reflect the reality of how this money was provided. There is no easy answer.

Councilwoman Lee said that Council has some changes to make going forward.

Councilmen O'Brien and Berry said that the Town needs to have a policy that applies to state money, separate from our own grants in the future.

Councilman Villadsen said that Council should review its own grant policy also as the town has grown a lot; the grant amount has been at \$15k for a while; the program is more publicized; and more people are applying. He said that Council needs to evaluate the total amount allocated, and the maximum amounts granted so that more nonprofits can partake of the grant money.

Councilwoman Kelly said that some of these groups that might be in between, not an outside nonprofit and not a Town advisory board. She said Council should figure out what these two groups are and fund them appropriately. Mayor Sears said he would like to have it resolved tonight, if possible. He said there were a lot of people waiting for this. Councilwoman Lee asked if there was a motion.

Councilman O'Brien said that he thought that the money was going to be vetted through the committee, but because it came from the state, it would be allocated to these groups.

Councilwoman Lee "It said it was going to be allocated to those groups. Councilwoman Kelly "It was recommended to be allocated to those groups."

John Schifano said the actual language from the state was Holly Springs has \$50,000 to spend on School Safety, the Mayor's Youth Advisory, and Anti-Bullying. The State told Council how to spend, and how much to spend on these three different buckets. The Senator did not split the money between those groups; it is up to Council to decide how to spend it for those very loosely defined purposes. Council's only obligation is to spend that \$50,000 for those three purposes. The fact that our policy requires the recipient to be a 501(c)3 just gives some level of accountability. That level of accountability can be met without the 501(c)3 designation.

Mayor Sears said all checks would go through finance and he wouldn't touch them. He said he was upset that he was being asked that question.

Randy Harrington said that the Town can spend the money for any governmental purpose. As long as it meets that threshold that Council determines, Council can make that choice.

Councilwoman Kelly said she thinks that for accountability these organizations should be 501(c)3 and have them do what they can to find the closest 501(c)3 that meets those goals. There is a lot we could do for school safety and bullying across the board and there are a lot of organizations that can do that. She said Council could give the money to them and honor the Senator's intent. The Town has rules, other organizations go through those rules, and she thinks they accepted the money through those rules. Mayor Sears expressed his exception to that opinion.

Councilman O'Brien asked Mr. Schifano if a check could be written to an individual in disbursing these funds. Mr. Schifano said the group doesn't have to be incorporated. The Town can write a check to an individual, but there would need to be receipts or other proofs to show that the use is acceptable. There has to be a public purpose to how the money is spent.

Councilman O'Brien asked who the check would be written to. Is there a treasurer? Mayor Sears said yes, there is a treasurer. But let's go back to the school situation; a check has to be written to the school system, and the principal has the responsibility of making sure it meets the grammar of school safety or supplies. Councilwoman Lee and Councilman Berry explained that the check for that has to go to the school system to be administered, by law.

Councilwoman Kelly said that she likes the money going to the Youth Advisory, but they should become a company and not put it on the Town to administer. It's a burden on the Town, which has other things to do. Councilwoman Lee said the town should give them the \$2,500 and if they want to change things, do it going forward. The Town did not do that this time.

Councilwoman Kelly said that wasn't her understanding. Councilwoman Lee said her understanding was the money was to go to those three organizations. Councilman O'Brien said he agrees with Councilwoman Lee, but that he wants documentation that the groups are nonprofit. Councilman Berry said that the committee also wants that. That the committee is trying to meet in the middle, by granting a small amount and waiting for evidence of complying with the policy. Councilwoman Kelly said that if those groups want to use that money, the Town should require that they become a "real group" and come up to the requirements the other groups met. We could give more money to the schools and then we've honored the intent of improving safety.

Councilwoman Lee said that that would go against the Senator wanting the Town to give money to the other groups. Councilwoman Kelly said it was a recommendation, and the Town has its own rules. Council should have talked about it. Councilwoman Lee said that if that was the case, the Senator should have been told on the night she gave the money. Councilwoman Kelly said it was a recommendation and she was told that it would go through the grant committee and look at the rules.

Councilman Villadsen said Council had a motion, and could vote to do or not do it, or they could keep spinning their wheels. He said he didn't think anyone would be happy tonight.

Action: Motion to award North Carolina General Assembly funded grant money to the Wake County Public School System in the amount in amounts shown below, amending Apex Friendship High School to \$2,500 and adding Middle Creek High School at \$2,500, for a total of \$20,000 for school safety and supply programs to be administrated by the individual principals.

Elementary		Elementary	
Holly Grove	\$ 1,000.00	Holly Grove	\$ 1,000.00
Holly Ridge	\$ 1,000.00	Holly Ridge	\$ 1,000.00
Holly Springs	\$ 1,000.00	Holly Springs	\$ 1,000.00
Oakview	\$ 1,000.00	Oakview	\$ 1,000.00
Buckhorn Creek	\$ 1,000.00	Buckhorn Creek	\$ 1,000.00
Pine Springs	\$ 1,000.00	Pine Springs	\$ 1,000.00
Middle		Middle	
Holly Grove	\$ 2,000.00	Holly Grove	\$ 2,000.00
Holly Ridge	\$ 2,000.00	Holly Ridge	\$ 2,000.00
		Apex Friendship MS	\$2,000.00
High		High	
HS High School	\$ 3,000.00	HS High School	\$ 3,000.00

Apex Friendship	\$ 3,000.00 \$2,500.00	Apex Friendship	\$2,500.00
Middle Creek HS	\$2,500.00	Middle Creek HS	\$2,500.00

Moved: Berry

Second: Lee

Vote: Unanimous

Action: Motion to award \$5,000 to the Mayor's Anti-bullying Campaign and \$2,500 to Youth Advisory Board.

Motion: Lee

Second: Villadsen

Vote: Councilmen O'Brien, Berry and Villadsen voted for; Councilwoman Kelly voted against; The motion passed.

Councilwoman Lee and Councilman Berry said that Council needs to work on the policy. Mr. Harrington said that at one of Council's prior workshops they directed him to review best practices for nonprofit funding. That is a summer project and this can be discussed.

10f. Other Business:

Councilwoman Lee said that going forward Council needs to think about greenway placement. If we do it other ways than through development, it could be much more expensive.

Councilwoman Kelly said that Spring Fling was fun and she commended the staff for bringing it inside. She thanked them for being flexible with the weather.

11. Manager's Report:

Mr. Harrington gave his thanks to Parks & Recreation for making the weather adjustment for Spring Fling. He said Adam Huffman, LeeAnn Plumer and the entire team did a great job.

He announced that the North Carolina League of Municipalities has its CityVision conference in Hickory on May 14th-16th. The Town budget presentation is on the evening of the 14th, but Council members could attend the other two days. The deadline to register is the 21st so Councilmembers who want to go should let the Town Clerk know.

He said the Town has Springs Fest is coming up on April 27th from 10 am to 4 pm in downtown Holly Springs. Holly Springs Chamber of Commerce is leading the way and working with the Town and other partners for this inaugural event, with vendors' tents, food trucks, and a beer garden during, and a race that precedes it.

Next Mr. Harrington informed Council that there is some potential legislation that staff has been watching. SB 367 that relates to the regulation of the removal or preservation of trees; and HB 675 related to making changes to the Land Use Regulations. He said that both of those bills are being tracked by staff, the town attorney and him. The tree ordinance would preempt most local tree ordinances. He said that he thinks he knows where Council stands on tree preservation and he doesn't think this bill is in the Town's interest. He asked Council for guidance on whether to engage with our elected officials on this issue, and they directed him to do so.

Mr. Harrington went on to say that Council requested a briefing on Transportation Impact Analyses. There has been conversation on doing it with the Planning Board to knock it out at once. April 30th Council has the Utley Creek Greenway community engagement from 5-7. Would it work to start at 5:30 with dinner, have a presentation at 6:00, letting Council attend Utley Creek. Or would Council prefer to find another date? Council said the 30th would work, and Mr. Harrington said he'll work to coordinate that with the Planning Board.

Finally, Mr. Harrington had some calendar items to ask Council about. He said that after the budget presentation, Council generally has a workshop. May 23rd, a Thursday, for the workshop would be right after the public hearing on the 21st before going off for Memorial Day. There was a discussion of availability and Council preferred May 28th. This meeting will come back for a formal vote at the next meeting.

He asked if Council wanted to cancel the July 2nd TC meeting due to the Independence Day holiday as has been done in the past and they said yes. Next he asked if they also wanted to cancel the second Tuesday workshop in August due to last minute vacations and school starting. Council said yes. All of these adjustments will come before Council at the next business meeting.

12. Adjournment: There being no further business for the evening, Councilman Berry made a motion to adjourn, seconded by Councilwoman Lee, with a unanimous vote at 11:24 pm.

Respectfully Submitted on Tuesday, May 7, 2019.



Linda McKinney, Town Clerk

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

Correction made on 5.21.19 to Item 10e Fiscal Year 2018-2019 NonProfit Grants to show that Apex Friendship Middle School was awarded \$2,500.00