



Knightdale Town Council Minutes

October 19, 2022, 7:00 p.m.

950 Steeple Square Court, Knightdale, North Carolina 27545

Members Present: Mayor Jessica Day, Mayor Pro Tem Stephen Morgan, Councilor Mark Swan, Councilor Ben McDonald, Councilor Latatious Morris

Members Absent: Councilor Steve Evans

Staff Present: Town Manager Bill Summers, Assistant Town Manager Dustin Tripp, Assistant Town Manager Suzanne Yeatts, Town Clerk Heather Smith, Development Services Director Jason Brown, Fire Chief Loren Cone, Parks and Recreation Director Chris Wiley, Public Works Director Phillip Bunton, Town Attorney Roger Knight, HR Director Marcey Bell, Finance Director Mark Stephens

1. WELCOME

Welcome by Mayor Day at 7:01 p.m.

Mayor Day offered comments and led a moment of silence in memory of Officer Ryan Hayworth and those who lost their lives in the recent tragedy that occurred in Raleigh.

2. INVOCATION

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Laila Heyward, an 8th grade student at Neuse River Middle School.

4. ADOPTION OF AGENDA

...Motion to adopt the agenda.

**Motion by Mayor Pro Tem Morgan
Seconded by Councilor McDonald**

Motion Carried Unanimously

5. PRESENTATIONS, RECOGNITIONS, AWARDS

6. PUBLIC COMMENT

a. Open to the Public

Town Clerk Heather Smith summarized written comments received from the following individual:

- Ray McCormick - 1808 North Road St. Elizabeth City, NC

The full comment is attached as Exhibit A

b. Report on Citizen Inquiries

Mayor Pro Tem Morgan shared an inquiry he received from a resident regarding lighting and water fountains at the Knightdale Station Park playground. Assistant Town Manager Dustin Tripp addressed the comments and shared that staff has responded directly to the resident via email.

The full response is attached as Exhibit B.

Councilor McDonald commented on the trash and debris along the highway, noting it is a NCDOT responsibility, and inquired as to how the Town can address these concerns with NCDOT.

Councilor Swan shared an inquiry he received from a citizen regarding parking in Old Town, indicating that staff has resolved the issue. He also shared a comment he received regarding tractor trailers parked along Old Knight Road.

7. CONSENT AGENDA

Mayor Pro Tem Morgan requested to move Budget Amendment 2023-02 off the Consent Agenda and discuss under New Business.

...Motion to adopt the consent agenda with the removal of Budget Amendment 2023-02.

**Motion by Councilor Swan
Seconded by Councilor McDonald**

Motion Carried Unanimously

- a. September 21, 2022 Regular Meeting Minutes
...Approve the September 21, 2022 Regular Meeting Minutes
 - b. September 21, 2022 Closed Session Minutes
...Approve the September 21, 2022 Closed Session Minutes
 - c. October 3, 2022 Work Session Minutes
...Approve the October 3, 2022 Work Session Minutes.
 - d. Meeting Schedule Amendment 03
...Adopt the 2022 Meeting Schedule Amendment 03.
 - e. Allen Park Street Names
...Adopt Resolution #22-10-19-001 approving the subdivision and street names.
 - f. Veterans Memorial Recognition Policy Update
...Adopt the recommended changes to the Veterans Memorial Recognition Policy.
 - g. Triangle Entrepreneurial Leadership Contract
...Approve contract as drafted with Triangle Entrepreneurial Leadership for FY2023.
8. PUBLIC HEARINGS
- a. AN-4-22 Haywood Glen
Public hearing opened at 7:16 p.m.

Development Services Director Jason Brown presented a voluntary petition for the annexation of 36.30 acres located at 2016 Horton Road for a proposed mixed-use development featuring 103 single-family lots and a 1.5-acre commercial outparcel.

Mr. Brown shared a cost-benefit analysis, highlighting projected revenues and expenditures, noted projected demographics, and indicated the future commercial portion of the development is not included in the analysis as it is undefined at this time.

...Motion to close the public hearing at 7:19 p.m. and adopt Ordinance #22-10-19-001 effectively annexing the area.

Motion by Councilor Morris
Seconded by Councilor McDonald

Motion Carried Unanimously

b. AN-5-22 Allen Park

Public hearing opened at 7:20 p.m.

Development Services Director Jason Brown presented a voluntary petition for annexation of 177 acres located at 2300 Old Milburnie Road. The property is proposed to be developed as a mixed-density neighborhood featuring 624 single-family and townhome lots and a future 4.42-acre commercial outparcel.

Mr. Brown shared a cost-benefit analysis, highlighting projected revenues and expenditures, discussed projected demographics, and noted the future commercial portion is not included in the analysis as it remains undefined at this time.

Councilor McDonald commented on the importance of monitoring police staffing needs as the town receives more annexation requests.

Beth Trahos, 4140 Parklake Avenue, Raleigh, NC spoke on behalf of the applicant and in favor of AN-5-22, sharing that she was available to answer questions.

...Motion to close the public hearing at 7:24 p.m. and adopt Ordinance #22-10-19-002 effectively annexing the area

Motion by Councilor McDonald
Seconded by Councilor Morris

Motion Carried Unanimously

c. Allen Park Utility Allocation Agreement

Public Hearing opened at 7:25 p.m.

Development Services Director Jason Brown presented a Utility Allocation Agreement (UAA) for consideration for Allen Park, a development that was approved in April 2021 for 624 single-family lots.

Mr. Brown summarized the project profile, surrounding area land uses, master plan, and project timeline.

Mr. Brown provided an overview of the UAA, highlighting public utilities, water allocation policy compliance, phasing, off-site transportation improvements, and zoning conditions.

...Motion to close the public hearing at 7:29 p.m., approve the Utility Allocation Agreement, and adopt Ordinance #22-10-19-003.

Motion by Mayor Pro Tem Morgan

Seconded by Councilor Morris

Motion Carried Unanimously

d. Hinton Oaks Utility Allocation Agreement Amendment

Public hearing opened at 7:30 p.m.

Development Services Director Jason Brown shared a Utility Allocation Agreement (UAA) Amendment request for Hinton Oaks Industrial Park.

Mr. Brown indicated that staff is still working with the developer to finalize the terms of the UAA and are waiting for a transportation memo, therefore staff recommends continuing the case until the next Regular Town Council meeting.

...Motion to continue the Hinton Oaks Utility Allocation Agreement Amendment to the November 16, 2022 Town Council Meeting.

Motion by Councilor Morris

Seconded by Councilor McDonald

Motion Carried Unanimously

9. SET PUBLIC HEARINGS

a. AN-6-22 Old Milburnie Village

Development Services Director Jason Brown shared a voluntary annexation petition for 93 acres located at 2812 Old Milburnie Road. The property is proposed to be developed as a residential neighborhood featuring 267 single-family and townhome lots.

...Motion to direct the Town Clerk to investigate the sufficiency of the petition, adopt Resolution #22-10-19-002, and set the Public Hearing for November 16, 2022.

Motion by Councilor Swan
Seconded by Mayor Pro Tem Morgan

Motion Carried Unanimously

- b. AN-7-22 1233 Hodge Road

Development Services Director Jason Brown presented a voluntary annexation petition for 2.96 acres located at 1233 Hodge Road. The owners of the property are currently building a single-family home.

...Motion to direct the Town Clerk to investigate the sufficiency of the petition, adopt Resolution #22-10-19-003, and set the Public Hearing for November 16, 2022.

Motion by Councilor McDonald
Seconded by Councilor Swan

Motion Carried Unanimously

- c. AN-8-22 Forestville Yard

Development Services Director Jason Brown presented a voluntary annexation petition for 26.61 acres located at 1008 Old Knight Road for a proposed residential neighborhood with 137 single-family and townhome lots.

...Motion to direct the Town Clerk to investigate the sufficiency of the petition, adopt Resolution #22-10-19-004, and set the Public Hearing for November 16, 2022.

Motion by Councilor Swan
Seconded by Mayor Pro Tem Morgan

Motion Carried Unanimously

10. OLD BUSINESS

11. NEW BUSINESS

- a. Operation Green Light

Town Manager Bill Summers highlighted Operation Green Light, a nationwide initiative to acknowledge the challenges faced by veterans as they transition back into civilian life.

The proposed resolution supports Operation Green Light's efforts and encourages residents and businesses in the community to shine a green light from November 7, 2022 to November 14, 2022 as a way to show support for local veterans.

The Veterans Memorial Advisory Board voted unanimously to recommend adoption of the resolution.

Mr. Summers answered questions from Council about where to purchase green lightbulbs and how the town will promote the initiative.

...Motion to adopt Resolution #22-10-19-005 supporting Operation Green Light.

Motion by Councilor Morris

Seconded by Councilor Swan

Motion Carried Unanimously

b. Budget Amendment - Powell Bill Fund Balance

Mr. Brown summarized the Flowers Street Sidewalk Project with Wake County, indicating that the project has been under design for quite some time, but was delayed due to right-of-way acquisition.

Mr. Brown noted the project bids came back higher than originally budgeted, therefore staff is requesting additional funding to complete the project.

Mayor Pro Tem Morgan thanked staff and expressed the Council's desire and commitment to the project.

...Adopt Budget Amendment #2023-02 to amend the General Fund budget as outlined and to authorize the Town Manager to enter into Project Agreements.

Motion by Mayor Pro Tem Morgan

Seconded by Councilor McDonald

Motion Carried Unanimously

12. ADVISORY REPORTS

Mayor Pro Tem Morgan expressed appreciation to staff and first responders for organizing the Live Like Ryan event in Knightdale.

13. CLOSED SESSION

14. ADJOURNMENT

...Motion to adjourn at 7:46 p.m.

Motion by Councilor Swan

Seconded by Mayor Pro Tem Morgan

Motion Carried Unanimously

Brittney Hunt, Deputy Town Clerk

Jessica Day, Mayor

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