



Town of Knightdale

Staff Report

Title: Inclusive Growth & Housing
Affordability Plan

Staff: Donna Goodman, Senior Planner –
Long Range & Sustainability

Date: November 16, 2022

Director Signature: JB

Asst. Town Manger Signature: DT

Town Manager Signature: WRS

BACKGROUND INFORMATION

- At the 2021 Strategic Retreat, the Town Council identified housing affordability and accessibility as an emerging priority area for the Town of Knightdale. In response, an ad-hoc Housing Committee was established at the May 18, 2022 Town Council meeting and the following members were appointed: Councilor Morris, Councilor Evans, Assistant Town Manager – Operations, Development Services Director, and Recreation Program Supervisor. The committee is tasked with examining various objectives and priorities of the Strategic Plan related to diversity, equity, inclusion, including the creation of an Inclusive Growth & Housing Affordability Plan.

SUMMARY

- On August 23, 2022 staff released a Request for Qualifications soliciting consulting firms to assist in preparation of an Inclusive Growth & Housing Affordability Plan. The submittals were due on September 19, 2022 and staff received two submittals. The responding firms are listed below:
 - UNCG Center for Housing and Community Studies
 - Neighboring Concepts
- The internal review team consisted of the Housing Committee and Senior Planner – Long Range & Sustainability. Both firms were invited for interviews. Following the interviews, UNCG Center for Housing and Community Studies emerged as the preferred firm based on their project approach, scope of service, community outreach techniques, and understanding of the importance of inclusive growth. Therefore, the interview panel recommends negotiating a scope of services and fee with UNCG Center for Housing and Community Studies

RECOMMENDED ACTION

- Authorize staff to negotiate a fee and scope with UNCG Center for Housing and Community Studies for the Inclusive Growth & Housing Affordability Plan.