



## **Knightdale Town Council Minutes**

**April 19, 2023, 7:00 p.m.**

**950 Steeple Square Court, Knightdale, North Carolina 27545**

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

Staff Present: Town Manager Bill Summers, Assistant Town Manager Suzanne Yeatts, Town Clerk Heather Smith, Community Relations Director Rachel Morris, Communications and Marketing Manager Terrence Dove , Development Services Director Jason Brown, Police Chief Lawrence Capps, Fire Chief Loren Cone, Parks and Recreation Director Chris Wiley, Public Works Director Phillip Bunton, Senior Planner Kevin Lewis, Senior Planner Andrew Spiliotis, Town Attorney Roger Knight, HR Director Marcey Bell, Finance Director Mark Stephens

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### **1. WELCOME**

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

### **2. INVOCATION**

Invocation led by Councilor Swan.

### **3. PRESENTATION OF THE COLORS**

Knightdale High School JROTC presented the colors.

### **4. PLEDGE OF ALLEGIANCE**

Pledge of Allegiance led by Knightdale High School JROTC students.

5. ADOPTION OF AGENDA

**...Motion to adopt the agenda.**

**Motion by Councilor Evans**

**Seconded by Mayor Pro Tem McDonald**

**Motion Carried Unanimously**

6. PRESENTATIONS, RECOGNITIONS, AWARDS

a. Introduction of Maintenance Worker

Public Works Director Phillip Bunton introduced Parker Hughes, the town's new Maintenance Worker.

Councilor Morgan reminded everyone to be safe and drive slow through work zones.

b. 2023 NENA President's Award

Police Chief Lawrence Capps recognized Administrative Assistant Ashley Warner for her dedication and service to the National Emergency Number Association (NENA).

Chief Capps noted that Ms. Warner has been awarded the 2023 NENA President's Award for her efforts to advocate for mental health wellness needs of 911 telecommunicators and for coauthoring a wellness workbook for 911 professionals.

c. Educational and Professional Development Achievement

Police Chief Lawrence Capps summarized the Administrative Officers Management Program (AOMP), a 12-week course offered through North Carolina State University, noting that Patrol Division Commander Danny Phillips was the first Knightdale representative to attend the course.

Chief Capps recognized Commander Phillips for his graduation from the 95th session of the AOMP program and presented him with a plaque.

d. Wake County Legal Support Center

Judge Ashleigh Parker Dunston provided an overview of her latest project, the establishment of a Legal Support Center in Wake County which opened on January 13, 2023.

Judge Dunston shared that the Wake County Legal Support Center provides assistance with civil legal matters, offering education, assistance with forms and paperwork, and referrals to attorneys or other agencies. Judge Dunston clarified that the Legal Support Center cannot give legal advice or represent clients.

Judge Dunston provided statistics and demographics related to visitors, highlighting how many residents came from Knightdale and what their main legal concerns were.

Judge Dunston stated the goal was to establish a center like this in every county in North Carolina, indicating that Mecklenburg and Wake are the only two counties right now.

e. Monarch Butterfly Pledge Proclamation

Mayor Jessica Day proclaimed April 19, 2023 as Mayors' Monarch Pledge Day in the Town of Knightdale.

7. PUBLIC COMMENT

a. Open to the Public

Patrick Keyes, 805 Pine Forest Trail, spoke on behalf of a group of dog owners and residents who are concerned with the mulch at the dog park. Mr. Keyes indicated that several dogs have been injured by the sharpness of the mulch and requested that the Town consider changing it.

b. Report on Citizen Inquiries

None at this time.

8. CONSENT AGENDA

**...Motion to adopt the consent agenda.**

**Motion by Mayor Pro Tem McDonald**

**Seconded by Councilor Morris**

**Motion Carried Unanimously**

a. March 15, 2023 Regular Meeting Minutes

**...Approve the March 15, 2023 Regular Meeting Minutes.**

b. March 29, 2023 Special Meeting Minutes

**...Approve the March 29, 2023 Special Meeting Minutes.**

- c. April 3, 2023 Work Session Minutes  
**...Approve the April 3, 2023 Work Session Minutes.**
- d. Council Policy Update - Park Rules  
**...Approve the staff recommended updates to the Town of Knightdale Park Rules Policy.**
  - 8.d.1 Council Policy Update - Park Rules
- e. Code of Ordinance Amendment  
**...Adopt Ordinance #23-04-19-001 amending the Knightdale Code of Ordinances.**
- f. Audit Contract  
**...Approve independent audit services contract not to exceed \$39,500.**
- g. Budget Amendment #2023-15  
**...Adopt Budget Amendment #2023-15.**
- h. Review Officers for the Town of Knightdale  
**...Adopt Resolution #23-04-19-001.**
- i. Approval of Installment Financing Contract  
**...Adopt Resolution #23-04-19-002.**
- j. Merritt Properties Annexation Corrective Ordinance  
**...Adopt Ordinance #23-04-19-004.**

9. PUBLIC HEARINGS

- a. AN-2-23 Project Hope

Public hearing opened at 7:36 p.m.

Senior Planner Kevin Lewis presented a voluntary annexation petition for 62.92 acres located at 5200 Knightdale-Eagle Rock Road for the development of 157 single-family lots, 134 multi-family units, support facilities, and 2.64 acres of future commercial development.

Mr. Lewis provided a cost-benefit analysis summary, indicated that the Raleigh Rescue Mission would be tax-exempt, and noted that the analysis does not include revenue generated by the future commercial outparcels.

Mr. Lewis shared that police workloads will need to be monitored as annexations occur.

**...Motion to close the public hearing at 7:39 p.m. and adopt Ordinance #23-04-19-002.**

**Motion by Councilor Swan**

**Seconded by Councilor Evans**

**Motion Carried Unanimously**

b. AN-3-23 Brio West

Public hearing opened at 7:40 p.m.

Senior Planner Kevin Lewis reviewed a voluntary annexation petition for 97.12 acres located at 1620 and 1700 Old Crews Road for the development of a 287 single-family and townhome neighborhood.

Mr. Lewis shared a cost-benefit analysis for the request, indicating police workloads are being monitored, and answered questions from Council about the phases of development.

**...Motion to close the public hearing at 7:42 p.m. and adopt Ordinance #23-04-19-003.**

**Motion by Councilor Morgan**

**Seconded by Mayor Pro Tem McDonald**

**Motion Carried Unanimously**

10. SET PUBLIC HEARINGS

11. OLD BUSINESS

12. NEW BUSINESS

a. Speed Limit Reduction Request

Senior Planner Andrew Spiliotis provided background information on Project Hope, indicating the original entrance on Mailman Road has a sight distance issue due to the vertical crest curve south of the entrance.

Mr. Spiliotis shared that staff discussed lowering the speed limit from 50 to 35 mph, but further analysis determined the entrance (Street C) would not meet AASHTO sight distance standards even at 35 mph,

Mr. Spiliotis indicated a new desire to shift the Mailman Road entrance further north to Street H, but noted they would like to continue with the speed reduction request for Mailman Road due to numerous safety benefits.

Mr. Spiliotis stated that since Mailman Road is a NCDOT street, the local government would need to petition the Division Traffic Engineer for a speed limit reduction.

Mr. Spiliotis answered questions from Council about speed studies in the area.

**...Motion to direct staff to send letter to NCDOT requesting speed limit reduction to 35 mph as presented.**

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

**Motion Carried Unanimously**

13. ADVISORY REPORTS

Councilor Evans shared updates from the recent Fire Service Advisory Board meeting in which a new board member was introduced.

Mayor Pro Tem McDonald provided highlights from the recent Land Use Review Board meeting in which new board members were introduced and Chris Parker was elected as Chairman of the board.

Mayor Pro Tem McDonald also shared updates from a recent CAMPO meeting where the completion of I-540 was discussed.

14. CLOSED SESSION

15. ADJOURNMENT

**...Motion to adjourn at 7:52 p.m.**

**Motion by Councilor Morgan  
Seconded by Councilor Evans**

**Motion Carried Unanimously**

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Heather Smith, Town Clerk

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Jessica Day, Mayor