



KNIGHTDALE PLANNING & ENGINEERING COMMITTEE MEETING MINUTES

950 Steeple Square Court, Knightdale, North Carolina 27545

November 10, 2008

The Knightdale Planning & Engineering Committee met at 6:00 p.m. at the Knightdale Town Hall, 950 Steeple Square Court, Knightdale, NC.

PRESENT:

Brett Zick, Myron Kelly & George Hess

Councilman Gleason

John Doughty, Free-Rain Harvesting Solutions

Staff Members:

Chris Hills, Interim Planning Director; Seth Lawless, Assistant Town Manager; Keith Gifford, Engineer; Shiela Hardin, Zoning Technician

Absent:

Councilman Poirier

I. Chris Hills called the meeting to order at 6:00 PM.

II. Approval of October 13, 2008

By consensus.

III. Discussion Items:

a. John Doughty, partner of Free-Rain Harvesting Systems www.free-rain.com

Terry Gleason introduced John Doughty. John and Rex Bosc, founder and president, have been involved in rain harvesting for more than 15 years.

The system incorporates underground cistern water tanks and can save hundreds of dollars per year on irrigation costs. The system controls water runoff which reduces the amount of pollutants and contaminants entering the local watershed. One major benefit is the reduced dependence on local water supplies.

The systems are customizable and available in numerous tank types and sizes.

b. Safe Routes to School Grant Application timeline

Keith Gifford presented the grant timeline (see below). Brett Zick recommended a support letter from Carrington Woods resident Heather Pugh. The due date for the grant application is January 30, 2009. Seth Lawless suggested support letters from Fire Chief Tim Guffey, Parks & Recreation Director Tina Cheek and the East Wake Regional Library.

December 10 th , 2008	Request letters of support from Lockhart Elementary, Knightdale Elementary, Edinburgh's Keep HOA, Carrington Woods HOA.
January 5 th , 2009	Resolution of Support adopted by Town Council.
January 12 th , 2009	Receive letters of support from Lockhart Elementary, Knightdale Elementary, Edinburgh's Keep HOA, Carrington Woods HOA.
January 19 th , 2009	Complete draft grant application for internal review.
January 30 th , 2009	Grant applications due to NCDOT.
June 1 st , 2009	NCDOT notifies recipients of award.
June 2 nd , 2009	Begin design.
September 1 st , 2009	Deadline for execution of reimbursement agreement with NCDOT.
October 1 st , 2009	Complete design and submit encroachment agreement to NCDOT.
December 1 st , 2009	Solicit bids.
January 1 st , 2010	Award construction contract.
February 1 st , 2010	Begin construction.
June 1 st , 2010	Complete construction.

c. Draft public street cross section revisions

Chris Hills presented a new cross section draft for DOT roads.

d. Possible sidewalk design specification revisions

Chris Hills presented sidewalk design specification comparison for review. He will compile empirical data and present report next month.

IV. Other Business

V. Adourn

Meeting adjourned at 7:00 P.M.



Attest



Committee Chairman