



## TOWN OF KNIGHTDALE

950 Steeple Square Court  
Knightdale, NC 27545  
KnightdaleNC.gov

### ORDINANCE #24-02-21-001 ORDINANCE TO AMEND THE TOWN OF KNIGHTDALE CODE OF ORDINANCES

WHEREAS, N.C General Statute gives Town Council the authority to adopt, repeal, and replace ordinances; and


WHEREAS, Section 20.78 of the Town of Knightdale Code of Ordinances is hereby repealed:


- ~~—(a) *Creation.* There is hereby created a Community Policing Advisory Board for the Town of Knightdale.~~
- ~~—(b) *Purpose.* The Knightdale Community Policing Advisory Board (hereafter, the Board) serves in an advisory capacity to the Knightdale Town Council on issues relating to the delivery of police services in Knightdale. This Board is established to augment the town's efforts to promote community oriented and problem oriented policing strategies. The Board shall serve as a liaison between the Police Department, Town Manager, Town Council, and citizens of the community.~~
- ~~—(c) *Roles and Responsibilities.* The Board shall assume the following roles and responsibilities:~~
- ~~—(1) Promote educational and outreach activities to increase public safety awareness and enhance community policing strategies;~~
  - ~~—(2) Serve as liaisons to enhance community and police relations;~~
  - ~~—(3) Offer feedback on policies and practices aimed at promoting the mission of the Knightdale Police Department;~~
  - ~~—(4) Provide recommendations to the Police Chief and Town Manager regarding police services and practices;~~
  - ~~—(5) Assist with the review of the Police Department's Citizen Police Academy curriculum;~~
  - ~~—(6) Review and provide feedback on professional standards reports related to the Police Department's accreditation project; and~~
  - ~~—(7) Provide reports, feedback and statements of support/opposition to the Town Council as required.~~
- ~~—(d) *Membership.* The Board shall be composed as follows:~~
- ~~—(1) *Voting.* The Board shall be composed of five voting members appointed by the Town Council.~~
  - ~~—(2) *Ex-Officio.* The Mayor shall appoint two ex-officio representatives from the Town Council to serve on the Board.~~
    - ~~— a. The ex-officio members will not have a vote on items coming before the Board.~~
    - ~~— b. The Mayor shall make ex-officio appointments annually.~~
  - ~~—(3) *Staff Support.* The Police Chief and Town Manager will serve as staff support to the Board. Town staff will prepare and distribute the agenda, take minutes, and record attendance.~~
- ~~—(e) *Terms of Office.* The terms of office for all voting members shall be on a two-year staggered basis.~~
- ~~—(1) All terms for voting members will begin on March 1 of the year appointed.~~
  - ~~—(2) All members shall hold their positions until their successors are appointed by the Knightdale Town Council unless they are removed from the Board or they resign.~~

~~—(f) Compensation. Members of the Board shall serve without compensation.~~  
~~—(g) Officers. The Board shall elect officers from its membership annually for a term of one year. The following officers shall be elected to ensure the orderly conduct of business: Chair and Vice-Chair. All officers shall hold their positions until their successors are elected.~~  
~~—(h) Meetings, Establishment of a Quorum. The Board shall meet on a regularly scheduled basis, with its meeting schedule adopted annually.~~  
~~— (1) A quorum shall consist of a majority of the voting members. A quorum must be established before any official action can be taken. Official action shall be approved by a simple majority.~~  
~~— (2) The Chairperson may authorize the calling of a special meeting or cancellation of a meeting as needed.~~  
~~— (3) All meetings will operate in accordance with the North Carolina General Statutes' open meetings law.~~  
~~— (4) The Board shall not establish a subcommittee without prior approval from the Town Council.~~  
~~—(i) Acceptance of Grants, Gifts, Etc. The Board may recommend to the Town Council the acceptance of any grant, gift, bequest, or donation of any personal or real property offered or made for public safety purposes.~~  
~~—(j) Code of Ethics. All voting members of the Board shall sign an Advisory Board Code of Ethics Statement at their first meeting upon appointment. All members are expected to serve as ambassadors for Knightdale supporting the Town Council, Town Staff and all programs and initiatives of the Town.~~  
~~—(k) Authorized Spokesperson. The Chair is authorized to serve as the spokesperson for the Board to the Town Council. Only the Town Council or Town Manager (or his designee) are authorized to speak on behalf of the Town.~~  
~~—(l) Conflict of Interest. The Board shall operate in compliance with North Carolina's Conflict of Interest laws.~~  
~~—(m) Limitations of Power, Removal. The Board is not authorized by the Town Council to operate outside the scope of authority granted under this section.~~  
~~— (1) All voting members are subject to removal by the Knightdale Town Council in their sole discretion.~~  
~~— (2) The Board may recommend to the Town Council the member(s) to be removed.~~  
~~— a. Recommendations shall be made in writing and include specific reasons for removal.~~  
~~— b. The Board may make removal recommendations with a three-fourths majority approval of all voting members.~~  
~~— c. Members of the Board who miss more than three meetings within 12 months may be recommended for removal.~~  
(Ord. No. 21-01-20-001, 1-20-21; Ord. No. 22-03-16-001, 3-16-22)

**NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL** that the above section of the Town of Knightdale Code of Ordinances is repealed effective immediately.

This the 21<sup>st</sup> day of February, 2024.

BY:   
Jessica Day, Mayor

ATTEST:   
Heather Smith, Town Clerk