



Knightdale Town Council Minutes

June 18, 2025, 7:00 p.m.

950 Steeple Square Court, Knightdale, North Carolina 27545

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

Members Absent: Mayor Pro Tem Steve Evans

Staff Present: Town Attorney Roger Knight, Town Manager Bill Summers, Assistant Town Manager Dustin Tripp, Assistant Town Manager Suzanne Yeatts, Assistant Town Manager Antwan Morrison, Town Clerk Heather Smith, Police Chief Lawrence Capps, Public Works Director Phillip Bunton, Parks and Recreation Director JP Lefever, Human Resources Director Marcey Bell, Community Relations Director Rachel Morris, Senior Planner Kevin Lewis, Assistant Development Services Director Donna Goodman, Deputy Police Chief Orlando Soto, Police Lieutenant Steven Williams, Police Sergeant Matt Maynard, Police Corporals Ted Beighey and Alyssa Lennon, Police Detectives Cody Hagler and Matt Marderosian, Police Officers Courtney Doyle and Teddie Cregger, Business Support Specialist Joshua Padgett, Senior Planner Tucker Fulle, Maintenance Worker Chris Webb, Stormwater Interns Kaleb Ford and Athena Tomlinson

1. WELCOME

Welcome by Mayor Day at 7:00 p.m.

2. INVOCATION

Invocation led by Councilor Swan.

3. PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by Knightdale Parks and Recreation Coach Pitch Showcase All-Star Teams.

4. ADOPTION OF AGENDA

...Motion to adopt the agenda.

Motion by Councilor McDonald

Seconded by Councilor Morris

Motion Carried Unanimously

5. PRESENTATIONS, RECOGNITIONS, AWARDS

a. Introduction and Oath of Police Officer

Police Chief Lawrence Capps introduced new Police Officer Teddie Cregger and Mayor Day administered the oath of office.

b. Introduction of Maintenance Worker & Stormwater Interns

Public Works Director Phillip Bunton introduced Chris Webb, the town's new Maintenance Worker and Kaleb Ford and Athena Tomlinson, the town's new Stormwater Interns.

c. Introduction of Transportation Planner

Assistant Development Services Director Donna Goodman introduced Tucker Fulle, the town's new Senior Planner.

d. Introduction of Business Support Specialist

Community Relations Director Rachel Morris introduced Joshua Padgett, the town's new Business Support Specialist.

e. Recognition of Advisory Board Member

Town Manager Bill Summers recognized Sandra Dutton for her years of service on the Veterans Memorial Advisory Board.

f. Proclamation Recognizing Juneteenth

Mayor Day proclaimed June 19, 2025 as Juneteenth in the Town of Knightdale.

g. Proclamation Recognizing Pride Month

Mayor Day recognized June as Pride Month.

6. PUBLIC COMMENT

a. Open to the Public

Town Clerk Heather Smith shared written comments received from the following individuals:

- Kendra Browning - 216 Main Street
- Kevin Carlson - 212 Main Street

The full comments are attached as Exhibit A.

b. Report on Citizen Inquiries

None at this time.

7. CONSENT AGENDA

...Motion to adopt the consent agenda.

Motion by Councilor McDonald

Seconded by Councilor Morris

Motion Carried Unanimously

a. May 15, 2025 Joint Public Hearing Minutes

...Motion to approve minutes from the May 15, 2025 Joint Public Hearing.

b. May 21, 2025 Town Council Meeting Minutes

...Motion to approve minutes from the May 21, 2025 Town Council meeting.

c. May 21, 2025 Closed Session Meeting Minutes

...Motion to approve minutes from the May 21, 2025 Closed Session meeting.

d. June 2, 2025 Work Session Minutes

...Motion to approve minutes from the June 2, 2025 Work Session.

e. FY25 Final Budget Amendments

...Motion to adopt Budget Amendments #2025-06 and #2025-07.

f. FY26 Budget

...Motion to adopt FY26 Budget Ordinance #25-06-18-001.

g. Capital Project Ordinance Amendments

...Motion to adopt Ordinance #25-06-18-002 amending the Pedestrian Improvement Capital Project Fund.

...Motion to adopt Ordinance #25-06-18-003 amending the Fire Capital Project Fund.

...Motion to adopt Ordinance #25-06-18-004 amending the Mingo Creek Greenway Capital Project Fund.

- h. Establishment of Capital Project Ordinances

...Motion to adopt Ordinance #25-06-10-005 establishing a Future Park Capital Project Fund.

...Motion to adopt Ordinance #25-06-18-006 establishing a Debt Service Fund.

- i. Order to Collect Taxes

...Motion to adopt Resolution #25-06-18-001 authorizing the Wake County Tax Administrator to collect taxes on behalf of the Town of Knightdale.

- j. Set Public Hearing for Lyndon Oaks Annexation

...Motion to direct the Town Clerk to investigate the sufficiency of the petition, adopt Resolution #25-06-18-002, and set the Public Hearing for July 16, 2025.

- k. Set Public Hearing for Hinton Oaks Industrial Park Annexation

...Motion to direct the Town Clerk to investigate the sufficiency of the petition, adopt Resolution #25-06-18-003, and set the Public Hearing for July 16, 2025.

- l. Special Event Request - Children's Business Fair

...Motion to waive all fees associated with the special event as proposed, except for the refundable event deposit of \$250.

8. PUBLIC HEARINGS

- a. AN-2-25 Robertson Crossing Annexation

Public hearing opened at 7:23 p.m.

Senior Planner Kevin Lewis presented AN-2-25, a voluntary annexation petition for 190.7 acres located at 840 Robertson Street. The property is a proposed development featuring 668 residential units and 12 acres of mixed-use space.

Mr. Lewis reviewed the master plan and annexation plat, discussed annexation procedures, and provided a cost-benefit analysis summary. He highlighted other considerations such as the improvement of Marshall Drive, public and private trails, pedestrian connectivity to Knightdale Station Park, and pedestrian crossing of railroad tracks.

Beth Trahos, 301 Hillsborough Street, Raleigh, NC, representing the applicant, spoke in favor of AN-2-25 and indicated she was available to answer questions.

Roger Howard, 718 Sunland Drive, inquired as to why Union Square was highlighted on the map.

Council asked for clarification on the highlighted areas of the map and Mr. Lewis shared that yellow shading indicated parcels already inside the town limits.

Town Clerk Heather Smith shared a written comment from the following individual:

- Shannon Hardy - 606 Heartland Flyer Drive

The full comment is attached as Exhibit B.

...Motion to close the public hearing at 7:33 p.m. and adopt Ordinance #25-06-18-007 effectively annexing the area.

Motion by Councilor Swan

Seconded by Councilor McDonald

Motion Carried Unanimously

b. ZMA-16-22 Robertson Crossing Development Agreement

Public hearing opened at 7:34 p.m.

Senior Planner Kevin Lewis presented a proposed Development Agreement for ZMA-16-22, a 190.7-acre site located at 840 Robertson Street approved for the development of 668 residential units and 12 acres of mixed-use space.

Mr. Lewis shared the project profile, surrounding area land uses, master plan, project timeline, and water allocation policy compliance. He reviewed phasing terms, indicating the project would be developed in six phases with a seven-year term agreement.

Mr. Lewis noted that all zoning conditions from ZMA-16-22 related to site development allowances, architectural standards, site design, commercial use standards, and transportation improvements carry forward in the proposed Development Agreement.

Council requested temporary crossings be established during construction in order to prevent traffic cutting through surrounding neighborhoods.

Beth Trahos, 301 Hillsborough Street, Raleigh, NC, representing the applicant, asked for Council's support of the development agreement and indicated she was available to answer questions.

Sharon Bullock, 626 Heartland Flyer Drive, expressed concerns about construction traffic coming through her street and asked for Council to delay voting on the agreement for further dialogue.

Cindy Prow, 5014 Marshall Drive, expressed concerns with the development and asked for guidance from the town on how it would impact her property.

...Motion to close the public hearing at 7:43 p.m., approve the Development Agreement, and adopt Ordinance #25-06-18-008.

Motion by Councilor Morgan

Seconded by Councilor McDonald

Motion Carried Unanimously

9. OLD BUSINESS

a. ZTA-1-25 Quarterly Updates

Assistant Development Services Director Donna Goodman presented ZTA-1-25, a staff-initiated amendment to the town's Unified Development Ordinance (UDO) to increase the number of people permitted in an in-home daycare and to align cross section descriptions across Town plans and policies.

Mrs. Goodman summarized comments received during the joint public hearing and shared information learned from a DHHS Lead Child Care Consultant. She provided benchmarking data, noting that Knightdale's number of children allowed in an in-home daycare is the lowest in Wake County, and summarized roles of the town and state regarding licensing.

Mrs. Goodman shared the following proposed amendment:

- Remove reference to “five or fewer” and replace with requirement that day care homes “comply with all applicable State of North Carolina regulations, including maximum capacity restrictions.”
- Clarify that the principal day care operator must be a full-time resident of the dwelling and that one additional non-resident employee is permitted.

In addition, Mrs. Goodman presented the following proposed amendments to Chapter 10 in order to align the UDO with newly adopted plans and policies:

- Incorporate public utility alley and local street with on-street parking
- Modify text descriptions to match details
- Update figures/graphics as needed

Mrs. Goodman discussed the proposal's consistency with the KnightdaleNext Comprehensive Plan and shared that the Land Use Review Board (LURB) unanimously recommended approval of ZTA-1-25, with a condition of increasing the non-resident employee allowance to two, and forwarded the following advisory statement:

"The proposed zoning text amendment is consistent with the KnightdaleNext V.2 2035 Comprehensive Plan, which serves as the foundation for determining effective public policy that provides an ongoing framework for informed and directed public investment and private development. Further, it is reasonable and in the public interest as it aligns the Town's Unified Development Ordinance with the North Carolina state regulations and clarifies community design standards, resulting in a more inclusive, safe, and livable town."

Mrs. Goodman answered questions from Council about the advisory board's recommended condition.

...Motion to approve ZTA-1-25, adopt the recommended advisory statement, and adopt Ordinance #25-06-18-009.

Motion by Councilor McDonald

Seconded by Councilor Morris

Motion Carried Unanimously

10. ADVISORY BOARD/COMMITTEE REPORTS

Councilor Swan provided updates from the Veterans Memorial Advisory Board meeting and indicated the group is working on a banner program to recommend to Council.

Councilor Morgan shared that he recently attended a Vision Zero conference and expressed appreciation for staff's participation, noting the town's commitment to safety.

Councilor Morris thanked town staff for hosting a successful African American Festival.

11. ADJOURNMENT

...Motion to adjourn at 7:56 p.m.

Motion by Councilor Swan

Seconded by Councilor Morris

Motion Carried Unanimously

DRAFT

Exhibit A

General Comment

(June 18, 2025)

Knightdale Public Comment

For Public Hearing or General Public Comment

All comments submitted will be shared with the Town Council and included in the official record of the meeting. If you choose to submit public comment, please remember the following rules:

- Public Comment, including comments submitted in written form, is limited to three minutes.
- Comments should be addressed to the Board as a whole, not to an individual member.
- Large groups are asked to designate a spokesperson.
- Only one submission per person will be accepted. If multiple entries are received from the same individual, only the final submission will be included in the record.
- Written public comments will be accepted up to 24 hours prior to the meeting date.

Name

Kendra Browning

Address

216 Main Street, Knightdale, North Carolina 27545

Phone Number

[REDACTED]

Email

[REDACTED]

Meeting Date

June 18, 2025

Public Comment Subject

General Comment (June 18, 2025)

Please indicate if you are in favor, in opposition, or do not have a stated position and have a concern or neutral statement.

In favor

Permission to use phone number or email for contact

I agree to allow the Town of Knightdale to use this phone number or email to contact me on this subject.

If commenting on a Public Hearing item, please list specific reasons why you are in favor or opposed to the item.

The amount of speeding on Main Street has increased in recent months. People use Main Street as a way to bypass traffic on Smithfield Road and tend to speed. I propose a four way stop be added to the intersection of Main Street and 4th Avenue. A stop sign will be added at that intersection in the next year or so because of the Downtown North Development plan (ZMA-13-22) from what I understand. This will slow down speeders and make it safer for those walking along Main Street and the tennis court portion of Harper Park.

If you have questions or concerns with this form, please contact Knightdale Town Clerk, Heather Smith at 919-217-2225 or email Heather.Smith@KnightdaleNC.gov

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Name

Kevin Carlson

Address

212 main street, Knightdale, North Carolina 27545

Phone Number

[REDACTED]

Email

[REDACTED]

Meeting Date

June 18, 2025

Public Comment Subject

General Comment (June 18, 2025)

Please indicate if you are in favor, in opposition, or do not have a stated position and have a concern or neutral statement.

No position stated - Concerned or Neutral

Permission to use phone number or email for contact

I agree to allow the Town of Knightdale to use this phone number or email to contact me on this subject.

If commenting on a Public Hearing item, please list specific reasons why you are in favor or opposed to the item.

I'm going to try to make it to the meeting however I know that most of the people on my street have been talking actively about the speeding and blowing through stop sign on Main Street especially since the construction on Smithfield. The speeding in the evening is worse with some cars appearing as though they are going 45+ miles per hour. We need to have a speed bump installed or another stop sign at the corner of fourth and Main. To me, the most disturbing part is that there is a children's park right there. And cars are flying past there at high speed blowing off the stop sign and there are children nearby at the park and a lot of the park visitors park along Main Street and are walking to their cars.

If you have questions or concerns with this form, please contact Knightdale Town Clerk, Heather Smith at 919-217-2225 or email Heather.Smith@KnightdaleNC.gov

Exhibit B

Public Hearing for AN-2-25

Robertson Crossing Annexation

(June 18, 2025)

Knightdale Public Comment

For Public Hearing or General Public Comment

All comments submitted will be shared with the Town Council and included in the official record of the meeting. If you choose to submit public comment, please remember the following rules:

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Name

Shannon Hardy

Address

606 Heartland Flyer Drive, Knightdale, North Carolina 27545

Phone Number

[REDACTED]

Email

[REDACTED]

Meeting Date

June 18, 2025

Public Comment Subject

Robertson Crossing Annexation (June 18, 2025)

Please indicate if you are in favor, in opposition, or do not have a stated position and have a concern or neutral statement.

In opposition

Permission to use phone number or email for contact

I agree to allow the Town of Knightdale to use this phone number or email to contact me on this subject.

If commenting on a Public Hearing item, please list specific reasons why you are in favor or opposed to the item.

Knightdale planners and Knightdale Town Council-

I live on 606 Heartland Flyer Drive and I am genuinely confused by the revisions for a "new" Development Agreement and possible Annexation.

I support development, but I am concerned about Heartland Flyer's role as an egress for Robertson Crossing. It is my impression that multiple egresses have not been finalized, and now there is a possibility of annexation or imminent domain being used to widen Heartland Flyer?

I trust our planners and Council's understanding of Knightdale Station, our traffic issues with Thales, the growth in Knightdale Station and the Lofts, and the narrowness of our current properties on Heartland.

I am unable to attend the June 18th meeting due to a serious family health concern/surgery scheduled for Wed. June 18th. My hope is open communication to find a safe, solution that upholds the design and intentional plan of Union Station/Knightdale Station.

Sincerely,
Shannon Hardy
606 Heartland Flyer
Knightdale

If you have questions or concerns with this form, please contact Knightdale Town Clerk, Heather Smith at 919-217-2225 or email Heather.Smith@KnightdaleNC.gov