



Knightdale Town Council Minutes

August 20, 2025, 7:00 p.m.

950 Steeple Square Court, Knightdale, North Carolina 27545

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

Members Absent: Councilor Ben McDonald, Councilor Latatious Morris

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, Development Services Director Jason Brown, 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, Fire Chief Loren Cone, Senior Planner Gideon Smith, Business Support Specialist Joshua Padgett

1. **WELCOME**

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

2. **INVOCATION**

Invocation led by Mayor Pro Tem Evans.

3. **PLEDGE OF ALLEGIANCE**

Pledge of Allegiance led by the Knightdale Knights.

Mayor Day congratulated the team for their 2024-2025 East Wake Football League championship win.

4. ADOPTION OF AGENDA

...Motion to adopt the agenda.

Motion by Mayor Pro Tem Evans

Seconded by Councilor Morgan

Motion Carried Unanimously

5. PRESENTATIONS, RECOGNITIONS, AWARDS

a. Introduction of Police Administrative Assistant

Police Chief Lawrence Capps introduced Tabetha Torrens, the town's new Police Administrative Assistant.

b. Introduction and Oaths of New Police Officers

Police Chief Lawrence Capps introduced new Police Officers James Lynch, Orlando Rosario, and Connor Ashley.

Mayor Day administered the oaths of office.

c. Chi Rho Omega Day Proclamation

Mayor Day proclaimed August 28, 2025 as Chi Rho Omega Day in the Town of Knightdale.

6. PUBLIC COMMENT

a. Open to the Public

Gregg Gelb and Trinity Bursey, co-creators of JazzTales, shared about their new project which blends music and storytelling and invited the community to attend their upcoming concert at the Knightdale Recreation Center on September 13th.

Trina Lewis expressed concerns with trash and debris along the roads.

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

- Jonetta Bonds - 7001 River Estates Drive

The full comments are attached as Exhibit A.

b. Report on Citizen Inquiries

Councilor Swan inquired about the town's golf cart ordinance, specifically the distinction between golf carts and low speed vehicles.

Councilor Morgan addressed the recent truck accident at I-540 and Lynnwood Road, requesting further conversations with NCDOT around safety measures, such as guardrails. He also acknowledged the residents of Planters Walk and thanked them for cleaning all the street signage around the neighborhood.

7. CONSENT AGENDA

...Motion to adopt the consent agenda.

Motion by Councilor Swan

Seconded by Mayor Pro Tem Evans

Motion Carried Unanimously

- a. July 16, 2025 Town Council Meeting Minutes
...Motion to approve minutes from the July 16, 2025 Town Council meeting.
- b. July 16, 2025 Closed Session Minutes
...Motion to approve minutes from the July 16, 2025 Closed Session meeting.
- c. July 17, 2025 Joint Public Hearing Minutes
...Motion to approve minutes from the July 17, 2025 Joint Public Hearing.
- d. August 4, 2025 Work Session Minutes
...Motion to approve minutes from the August 4, 2025 Work Session.
- e. Meeting Schedule Amendment 03
...Motion to adopt the 2025 Meeting Schedule Amendment 03.
- f. Wake County Emergency Operations Plan and Mutual Aid Agreement
...Motion to adopt the Wake County Emergency Operations Plan and Mutual Aid Agreement.
- g. Reimbursement Resolution - Fire Capital Projects
...Motion to adopt Resolution #25-08-20-001.
- h. Reimbursement Resolution - Rolling Stock
...Motion to adopt Resolution #25-08-20-002.
- i. Traffic Calming Policy Update
...Motion to adopt Resolution #25-08-20-003 and the Traffic Calming Policy.

- j. Parkside Commons Dr. at Village Park Dr. All-Way Stop
...Motion to adopt Ordinance #25-08-20-001 designating the intersection of Parkside Commons Drive and Village Park Drive as an all-way stop control intersection by installing stop signs along Parkside Commons Drive.
- k. ZMA-12-22 Haven at Griffith Meadows Subdivision & Street Names
...Motion to adopt Resolution #25-08-20-004 approving the proposed subdivision and street names.
- l. Flowers Place Stormwater Facility Maintenance Agreement
...Motion to authorize the Town Manager to execute the Stormwater Facility Maintenance Agreement with Habitat for Humanity.
- m. Knightdale Elementary School Field Lights Funding Approval
...Motion to authorize the Town Manager to approve usage of up to \$155,000 with MUSCO Sports Lighting to purchase, ship and install the new lights at Knightdale Elementary School.

8. PUBLIC HEARINGS

- a. AN-4-25 Lyndon Oaks Annexation

Public hearing continued at 7:40 p.m.

Senior Planner Gideon Smith presented AN-4-25, a voluntary annexation petition for an assemblage of parcels totaling approximately 176 acres between Old Faison Road and Bethlehem Road. The property has been approved to develop up to 500 residential lots and two acres of commercial space.

Mr. Smith discussed annexation procedures, reviewed the master plan and annexation plat, and provided a cost-benefit analysis summary. He highlighted other areas of consideration such as off-site roadway improvements, water and sewer extensions, public and private trails, and new collector streets.

...Motion to close the public hearing at 7:46 p.m. and adopt Ordinance #25-08-20-002 effectively annexing the area.

Motion by Councilor Swan

Seconded by Mayor Pro Tem Evans

Motion Carried Unanimously

- b. ZMA-2-23 Lyndon Oaks Development Agreement

Public hearing continued at 7:47 p.m.

Senior Planner Gideon Smith presented the project profile for ZMA-2-23, an approved rezoning of 176 acres for the development of up to 500 residential units and 15,000 square feet of commercial space.

Mr. Smith highlighted the surrounding area land uses, master plan, and project timeline. He reviewed the purpose of development agreements and noted the applicant's compliance with the water allocation policy. Mr. Smith indicated the development would be built in four phases over a 10-year period and shared that all zoning conditions such as site development allowances, architectural standards, site design, commercial use standards, and transportation improvements approved for ZMA-2-23 remain in full effect and are incorporated into the proposed development agreement.

Mr. Smith answered questions from Council about infrastructure, amenities, phasing, and site access.

...Motion to close the public hearing at 7:53 p.m., approve the Development Agreement, and adopt Ordinance # 25-08-20-003.

Motion by Councilor Swan

Seconded by Councilor Morgan

Motion Carried Unanimously

c. AN-5-25 Haven at Griffith Meadows Annexation

Public hearing opened at 7:54 p.m.

Senior Planner Gideon Smith presented AN-5-25, a voluntary annexation petition for 60.15 acres located at 8613 Poole Road, 8629 Poole Road, and 1620 Single K Lane, noting the property has been approved for the development of up to 180 residential lots.

Mr. Smith discussed annexation procedures, shared the master plan and annexation plat, and provided a cost-benefit analysis. He also summarized other considerations such as water and sewer extensions, public and private trails, and collector streets.

...Motion to close the public hearing at 7:57 p.m. and adopt Ordinance #25-08-20-004 effectively annexing the area.

Motion by Mayor Pro Tem Evans

Seconded by Councilor Swan

Motion Carried Unanimously

d. ZMA-12-22 Haven at Griffith Meadows Development Agreement

Public hearing opened at 7:58 p.m.

Senior Planner Gideon Smith presented the development agreement for ZMA-12-22, an approved rezoning of 60.15 acres for the development of 180 residential units.

Mr. Smith reviewed the surrounding area land uses, master plan, and project timeline. He highlighted the purpose of development agreements and noted the proposal's compliance with the town's water allocation policy. Mr. Smith indicated the project would be developed in two phases over seven years and noted that all zoning conditions such as site development allowances, architectural standards, site design, and EV/sustainability standards approved for ZMA-12-22 remain in effect and are incorporated into the proposed development agreement.

Mr. Smith answered questions from Council about existing homes on the property.

...Motion to close the public hearing at 8:03 p.m., approve the Development Agreement, and adopt Ordinance # 25-08-20-005.

**Motion by Councilor Morgan
Seconded by Councilor Swan**

Motion Carried Unanimously

9. OLD BUSINESS

10. NEW BUSINESS

11. ADVISORY BOARD/COMMITTEE REPORTS

Councilor Swan thanked staff for the wonderful Arts and Education Festival.

12. CLOSED SESSION

...Motion to enter closed session at 8:04 p.m. pursuant to NCGS §143-318.11(a)(6).

**Motion by Mayor Pro Tem Evans
Seconded by Councilor Morgan**

Motion Carried Unanimously

13. ADJOURNMENT

...Motion to adjourn at 9:48 p.m.

Motion by Councilor Swan

Seconded by Mayor Pro Tem Evans

Motion Carried Unanimously

Heather Smith, Town Clerk

Jessica Day, Mayor

DRAFT

Exhibit A

General Comment

(August 20, 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

Jonetta Bonds

Address

7001 River Estates Drive, Knightdale, North Carolina 27545

Phone Number

[REDACTED]

Email

[REDACTED]

Meeting Date

August 20, 2025 (Town Council Meeting)

Public Comment Subject

General Comment

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.

My concern is the poorly maintained condition of the tennis courts in Harper Park. It appears that our Parks and Recreation Department is not overly concern with the growing mold turning the courts black, in addition to the cracks that will cause someone to get seriously injured. Why are we allowing our beautiful park to completely deteriorate after spending so much money to renovate just 6 years ago? I need someone to explain this to me. I have already asked Parks and Rec several times since last winter to no avail.

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