



**Knightdale Town Council  
Work Session Minutes**

**October 7, 2024, 7:00 p.m.**

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

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

Members Absent: Councilor Steve Evans

Staff Present: Town Manager Bill Summers, Assistant Town Manager Dustin Tripp, Assistant Town Manager Suzanne Yeatts, Development Services Director Jason Brown, Senior Planner Kevin Lewis, Administrative Assistant Morgan England

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1. WELCOME

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

Mayor Day thanked staff and Council for participation in Western North Carolina recovery efforts.

2. ADOPTION OF AGENDA

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

**Motion by Councilor McDonald**

**Seconded by Mayor Pro Tem Morris**

**Motion Carried Unanimously**

### 3. DISCUSSION

#### a. Safety Action Plan

Development Services Director Jason Brown provided an overview of the draft Safety Action Plan, explaining that federal funding can be granted because of the state of safety reports that were organized.

Mr. Brown introduced Nathaniel Heyward, with Kimley-Horn and Associates. Mr. Heyward spoke on Project Identification and Prioritization, which included tiered prioritization guidance and public input. Mr. Heyward explained they are currently in the Prioritization stage and reviewed upcoming milestones through December. Mr. Brown and Mr. Heyward answered questions from Council regarding measurable progress and funding.

#### b. Transportation Project Update

Development Services Director Jason Brown reviewed the following transportation projects and answered questions from Council:

- Knightdale Boulevard and Old Knight Road Pedestrian Projects
- Mingo Creek Greenway Extension
- Mast Arm Betterment Project at 1<sup>st</sup> Avenue/Smithfield Road
- Downtown Knightdale Sidewalk Project

Councilor Morgan proposed a Transportation Advisory Board.

#### c. Monthly DS Update

Development Services Director Jason Brown shared updates on the following projects, gathered feedback from Council on adjusting to SB 166, and answered questions from Council:

- Standard Specifications Update
- 2024 Hazard Mitigation Plan Update
- Zip-Codes Update
- SB 166 Building Code Reform (effective January 1, 2025)

Senior Planner Kevin Lewis presented data on the following projects and answered questions from Council:

- Primrose Daycare
- Wake Vet Office
- Big Oak Court
- Clifton Road Residential

- Hopkins Conservation Neighborhood
- North Smithfield Road Grocer
- Boulder Ridge

4. NON-AGENDA ITEMS

Mayor Pro Tem Morris recognized staff for their work with the construction manager of Kiddie Academy.

Mayor Day shared policy discussions with the North Carolina League of Municipalities (NCLM) and Town Manager Bill Summers answered questions from Council on the process.

5. ADJOURNMENT

**...Motion to adjourn at 9:15 p.m.**

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

**Motion Carried Unanimously**

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Heather Smith, Town Clerk

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Jessica Day, Mayor