

CITY MANAGER'S WEEKLY REPORT

raleighnc.gov



CITY OF
Raleigh
MANAGER'S
OFFICE

Issue 2020-03

January 17, 2020

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INFORMATION:

City Offices Closed in Observance of Martin Luther King Jr. Day

City offices will be **closed** on **Monday, January 20** in observance of the **Martin Luther King Jr.** holiday.

Regular Council Meeting Tuesday, January 21; Lunch Work Session at 11:30

Council will meet in regular work session at **11:30 A.M.** in the **Council Chamber**. Please note the agenda for the lunch work session is included with the regular meeting agenda and may be accessed via the BoardDocs electronic agenda system:

<http://boarddocs.com/nc/raleigh/board.nsf>

The **regular** Council meeting begins at **1:00 P.M.**

Reminder: If there is an item you would like to pull from the consent agenda for discussion, please e-mail mayorstaff@raleighnc.gov by 11 A.M. the day of the meeting.

Martin Luther King, Jr. Memorial Gardens - Damaged Wall Update

Staff Resource: Sally Thigpen, Parks, 996-4858, sally.thigpen@raleighnc.gov

On September 26, 2019 the brick donor wall was damaged at the Martin Luther King, Jr. Memorial Gardens, located at the corner of Rock Quarry Road and Martin Luther King Jr. Boulevard. The damage occurred as a result of a vehicle accident in the intersection (crash report #P19054052) where one vehicle veered into the wall extensively damaging the end of the wall, the electrical service and lighting. Neither the statue nor the fountain were impacted as a result of the accident. Staff has worked with our partners at Duke Energy to restore power and lighting for the flag.



A qualified vendor was identified to repair the wall which requires expertise to restore and engrave an estimated 70 damaged donor bricks. Despite best efforts to have the wall repaired in advance of the planned January 20 celebration, delays over the holiday break and relatively low temperatures for making custom bricks have extended the process. Final repairs are expected to be completed by mid- to late-February.

During the holiday and planned celebration, staff will screen the wall with vegetation and provide informational signage for the day of the event.

(No attachment)

2020 Decennial Census Update

Staff Resource: Sara Ellis, City Planning, 996-2234, sara.ellis@raleighnc.gov

The City of Raleigh, in conjunction with a larger outreach and education effort headed up by Wake County, is continuing efforts to achieve the goal of at least an 80% response rate for the 2020 Census. Residents will be invited to respond to fill out this form beginning in mid-March and can respond through May of 2020. The work to achieve this goal is twofold; Raleigh is a member of the [Wake County Complete Count Committee](#) and Co-Chair of the Local Government Subcommittee and has formed a targeted outreach plan for some of the [historically undercounted census tracts](#) in Southeast Raleigh (Census tracts 508 & 509).



The focus on Southeast Raleigh has taken a grassroots approach that involves building the needed networks to directly reach community partners, which can include but are not limited to nonprofits, local churches, neighborhood businesses, community centers and any other community gathering spaces. These outreach efforts will continue through July 2020, when the US Census has officially concluded door-to-door enumeration efforts.

The Census is vital to the geographic distribution of state and local tax dollars as well as the balance of power and influence among states on the federal level. Additionally, it is the federal government's largest peacetime mobilization of resources to ensure an accurate population count. An accurate count is vital for determining allocations to the State of funds from federal programs, ranging from health and human services to public safety, transportation, and economic development. In addition, an accurate count determines North Carolina's number of seats in the House of Representatives.

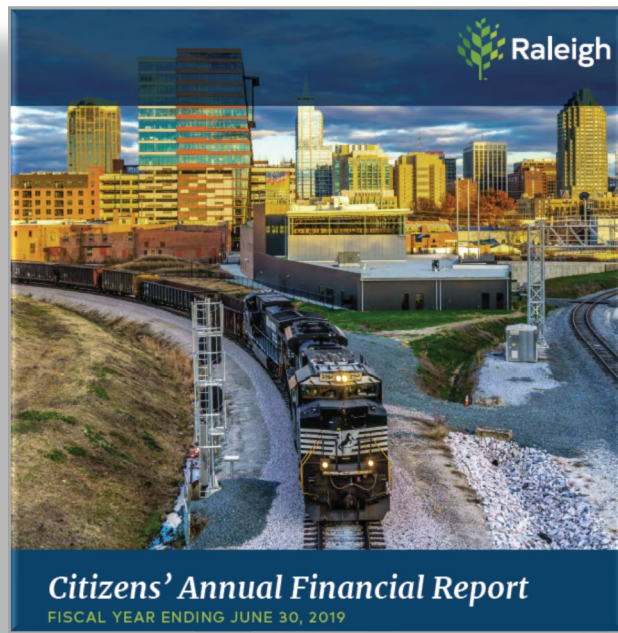
There is a real cost to the City and State for failing to achieve such. The federal Office of Management and Budget estimates that a city loses \$1,623 for every uncounted person. This represents a loss of resources that could be directed back to the community for a host of programs and federal assistance. In the coming weeks staff will address Council with a presentation which covers the Census and outreach efforts in greater detail.

(No Attachment)

Citizens' Annual Financial Report

Staff Resource: Shelle Boudreau, Finance, 996-4965, michelle.boudreau@raleighnc.gov

Finance staff has prepared and published the *Citizens' Annual Financial Report* for FY 2019. This report provides a user-friendly overview of the City's financial results and is produced to increase awareness of the City's financial operations. The report also provides accolades, long-term planning initiatives and subjects that may be of interest to the reader. The financial information is obtained from the audited financial statements in the FY19 Comprehensive Annual Financial Report (CAFR), or formal annual report. This report, in a summarized version, highlights the overall financial condition and trends of the City.



Our financial reports are prepared to meet specific requirements outlined by the Government Finance Officers Association (GFOA). The GFOA represents public finance officials throughout the United States and Canada, whose shared mission is to promote excellence in state and local government financial management. The City annually participates in the GFOA's Award Program for Outstanding Achievement in Popular Annual Financial Reporting. The program recognizes governmental entities that successfully produce high quality popular annual financial reports specifically designed to be readily accessible and easily understandable to the public and interested parties. Finance staff has achieved the award for the report on an annual basis since FY 2012 and has applied to the Award Program again for the FY 2019 report. The published report can be accessed on the City's website at

<https://raleighnc.gov/services/government/citizens-annual-financial-report>

Copies of the report are distributed to various community centers and locations throughout the City. Additionally, the staff communicates the availability of the report through various social media platforms.

(No attachment)

2018 Data Book Redesign

Staff Resource: Hannah Reckhow, City Planning, 996-2622, hannah.reckhow@raleighnc.gov

In accordance with the Comprehensive Plan Action IM 3.4, the Department of City Planning updates and publishes a *Data Book* on an annual basis. The *Data Book* provides a summary of information and statistics regarding population, development, and resources for the previous year and also includes data from a wide variety of City departments. The publication acts as a central place for the public to view information and trends about these important topics.

With the 2018 *Data Book*, staff implemented a redesign of the document to better communicate the data and align with the City branding initiative. The revised *Data Book* features a redesigned layout and figures,

as well as additional transportation information regarding cycling and transit usage in Raleigh. The 2018 *Data Book* is available for download on the [Raleigh Demographics](#) webpage or to view online [here](#).

(No Attachment)

Weekly Digest of Special Events

Staff Resource: Derrick Remer, Special Events Office, 996-2200, derrick.remer@raleighnc.gov

Included with the *Weekly Report* materials is the special events digest for the upcoming week.

(Attachment)

Council Member Follow Up Items

General Follow Up Items

Quarterly Update - City Planning Initiatives

Staff Resource: Joe Durham, City Planning, 996-2704, joe.durham@raleighnc.gov

Ken Bowers, City Planning, 996-2633, ken.bowers@raleighnc.gov

Since April 2018, staff has been providing City Council with quarterly updates on department projects, initiatives, and status at the request of the City Council. Included with the *Weekly Report* materials is the latest update on various initiatives in the form of a staff memorandum; additional specifics and details are available upon request.

(Attachment)

Follow Up Questions - Erroneous Cross-Connection Letter Issued to Utility Customers (Council Member Buffkin)

Staff Resource: Robert Massengill, Raleigh Water, 996-3479, robert.massengill@raleighnc.gov

In last week's edition of the addendum to the *Weekly Report* (Issue 2020-02a, January 10), staff provided information regarding an erroneous letter issued to some utility customers. Additional information was requested; the staff response to the questions is provided below.

Backflow device testing for **non-residential customers** with backflow devices are required to be tested annually. The program has been in place for many years, so those customers know to plan for the required testing each year. Annual testing is a typical requirement for utility systems across the state, with the purpose of protecting the treated water supply from accidental or inadvertent contamination.

Backflow devices for **residential irrigation systems** are required to be tested once every three years, primarily to lessen the financial burden on residential customers. Most neighboring utility systems require annual testing for residential as well as nonresidential customers. Under this program, testing is performed by

private plumbers that are properly trained and certified. The cost for testing varies, and typically ranges from \$75 to \$200, depending on the plumbing company, so it pays to shop around.

Specific questions:

Do we expect compliance with a certain time period?

Customers are notified 90 days prior to the date when their device ids required to be tested. Most customers are able to comply within this time period, but we do have some flexibility to work with customers having hardships.

Do we have flexibility under state law to phase this in over time?

The cross-connection program has been in city code since the 1980's, though more focus on compliance has been instituted over the past 8-10 years. Existing customers are already on a regular retesting cycle. The new state law change requires each utility system to review customer accounts for compliance with the backflow device testing requirements when an account changes hands (i.e. home or business sold to a new owner).

When an account is found non-compliant under that review, staff is required to give proper notice (30 days minimum) that the testing must be done. There is some flexibility to work with customers that may be struggling with getting the testing performed in a timely manner.

(No attachment)

Follow Up from the January 7 City Council Meeting

Early Morning Gunfire in Vicinity of Meryton Park Way (Council Member Cox)

Staff Resource: Chief C.L. Deck-Brown, Police, 996-3155, cassandra.deck-brown@raleighnc.gov

During the meeting Council requested staff to provide information on reports being received of gunfire in the vicinity of Meryton Park Way, a street located between Capital Boulevard and Thornton Road in northeast portion of the City, and adjacent to both city-owned property and property that is located in the county jurisdiction. Included with the *Weekly Report* materials is a staff memorandum prepared by the Raleigh Police Department.

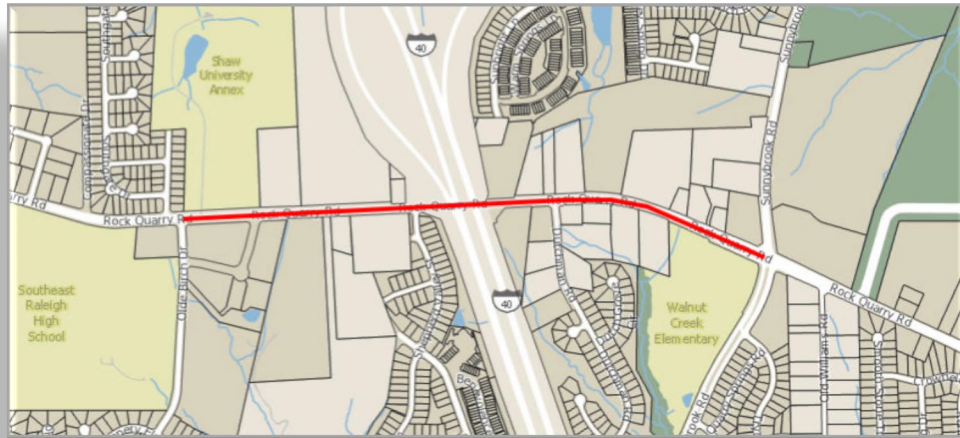
(Attachment)

Rock Quarry Road Corridor Improvements (Mayor Pro Tem Branch)

Staff Resource: Eric Lamb, RDOT, 996-2161, eric.lamb@raleighnc.gov

During the meeting Council requested staff to provide information regarding street improvements within the Rock Quarry Road corridor. City staff is currently coordinating multiple transportation improvement projects along the Rock Quarry Road corridor in southeast Raleigh. These projects are comprised of a combination of state, city and private development resources.

Rock Quarry Road Widening Part A



This project was funded for construction from the 2017 Transportation Bond and proposes to widen Rock Quarry Road to a four-lane avenue with a center turn lane, curb and gutter, sidewalks and streetlights between Olde Birch Drive and Sunnybrook Road. The City previously coordinated with NCDOT to include the bridge component of this widening project as part of their current I-40 widening project (TIP Project U-5111). The City Council previously authorized staff to pursue combining the City's planned widening project into NCDOT's project. City staff is currently finalizing a draft municipal agreement with NCDOT to formalize this arrangement; this agreement will be submitted for City Council approval in the coming months.

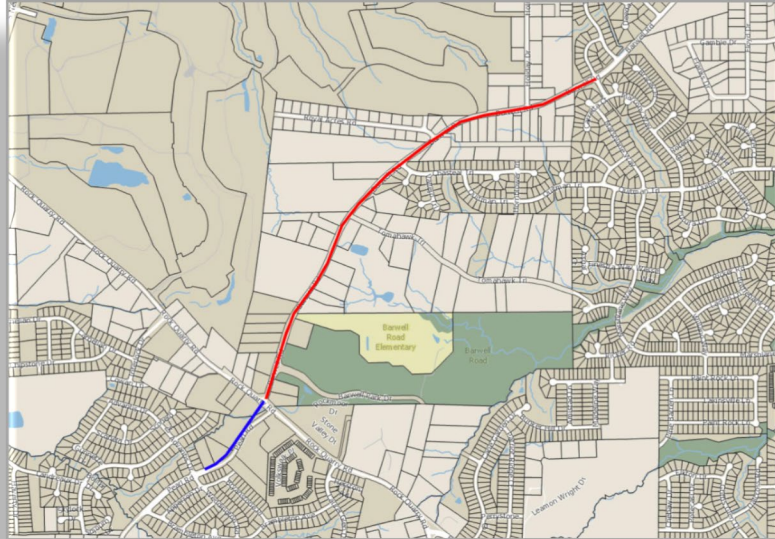
Olde Towne Improvements



As part of the planned Olde Towne development project, a number of street improvements will be required along New Hope Road and Rock Quarry Road. For New Hope Road, the project will include two new

northbound travel lanes, along with sidewalk and streetlights on both sides, from Rock Quarry Road to the Walnut Creek bridge. With respect to Rock Quarry Road, the project will add a new westbound through lane and a new center turn lane from New Hope Road to the planned main entrance for Olde Towne. These improvements will also include curb and gutter, sidewalk, and streetlights along the north side of the street. This suite of improvements will be associated with the planned commercial portions of Olde Towne, which will occur separately from the planned residential portion of the development.

Barwell Road Widening & Pearl Road Realignment



This project was funded for construction from the 2017 Transportation Bond and proposes to widen Barwell Road to a three-lane section with curb and gutter, sidewalks and streetlights from Rock Quarry Road to Berkeley Lake Road. The project will also include similar cross-section improvements and realignment of Pearl Road to align with the Rock Quarry/Barwell intersection. Construction of this project is slated to get underway in Spring 2021.

As an interim improvement, NCDOT and the City have been working together to install a temporary traffic signal at the current intersection of Pearl Road and Rock Quarry Road to address a persistent crash problem in this area. Installation of this signal by City forces should begin before the end of January 2020.

Future Rock Quarry Improvements

The 2030 Comprehensive Plan calls for Rock Quarry Road to provide a four-lane avenue cross-section from New Hope Road to the planned extension of the Raleigh Outer Loop (NC 540). This would likely be addressed through a series of future capital improvement projects in the corridor:

- Part C: New Hope Road to Battle Bridge Road (1.5 miles)
- Part D: Battle Bridge Road to NC 540 (2.2 miles)

Programming these projects will be subject to the City's future financial availability for transportation projects. If the City undertakes another transportation bond referendum in the near future, the Part C widening project would likely be a candidate for funding under that program given the current level of growth in this area.

(No attachment)

Special Events Weekly Digest

Friday, January 17 – Thursday, January 23

City of Raleigh Special Events Office
specialevents@raleighnc.gov | (919) 996-2200 | www.raleighnc.gov/specialevents

Permitted Special Events

North Carolina Right to Life March for Life

Bicentennial Plaza & Route

Saturday, January 18

Event Time: 2:00pm - 3:00pm

Associated Road Closures: Roads will be closed from 2:00pm until 3:00pm. Note that all cross-streets one block in each direction will be detoured during the march, and see below for turn-by-turn details:

Start on Jones Street in front of Bicentennial Plaza heading west; Right onto Salisbury Street; Right onto Lane Street; Right onto Blount Street; Right onto Edenton Street; Right to end at Bicentennial Mall.

40th Annual Triangle Martin Luther King, Jr. Holiday Memorial March

Capital District & Fayetteville Street District

Monday, January 20

Event Time: 9:50am - 12:00pm

Associated Road Closures: Edenton Street between Salisbury Street and Wilmington Street will be closed from 9:50am until 12:00pm. Roads will be closed from 10:50am until 12:00pm to facilitate the march route. Note that all cross-streets one block in each direction will be detoured during the march, and see below for turn-by-turn details:

Start at Edenton Street between Salisbury Street and Wilmington Street heading west; Left onto Salisbury Street; Left onto Morgan Street; Right onto Fayetteville Street; Right onto Davie Street; Left onto Salisbury Street; Left onto South Street to finish on Duke Energy Center property.

Other Upcoming Events

Free Friday at Mordecai Historic Park

Friday, January 17

Mordecai Historic Park

Hurricanes vs. Ducks

Friday, January 17

PNC Arena

The Music of Elton John Featuring Michael Cavanaugh – North Carolina Symphony Pops Series

Friday, January 17 – Saturday, January 18

Meymandi Concert Hall

Raleigh Roasts

Saturday, January 18

City of Raleigh Museum

NC State vs. Clemson

Saturday, January 18

PNC Arena

Jesse Cook

Saturday, January 18
Fletcher Opera Theater

City of Oaks Challenge

Saturday, January 18 – Monday, January 20
Raleigh Convention Center

Hurricanes vs. Islanders

Sunday, January 19
PNC Arena

40th Annual Martin Luther King, Jr. – Noon Observation and Evening Musical Celebration

Monday, January 20
Meymandi Concert Hall

Annual Small Business Expo

Wednesday, January 22
Southeast Raleigh High School

Public Resources

Event Feedback Form: Tell us what you think about Raleigh events! We welcome citizen and participant feedback and encourage you to provide comments or concerns about any events regulated by the Special Events Office. We will use this helpful information in future planning.

Road Closure and Road Race Map: A resource providing current information on street closures in Raleigh.

Online Events Calendar: View all currently scheduled events that are regulated by the City of Raleigh Special Events Office.

Council Member Follow Up



Raleigh

MEMO

TO: Ruffin Hall, City Manager

FROM: Ken Bowers, Director
Travis Crane, Assistant Director
LaTasha Holmes, Business Manager

DEPARTMENT: City Planning

DATE: January 9, 2019

SUBJECT: Update on Department of City Planning Key Initiatives

Overview

This memo provides a quarterly status update for all ongoing projects being led by staff in the Department of City Planning. The memo covers the second quarter of fiscal year 2020, the last quarter that City Planning existed as its own department. It is a supplement to the City Planning Project Status, Council Follow Up Projects Status, and Text Change Status Spreadsheets (available upon request) that provide a detailed snapshot of current studies, ongoing programs, and other departmental efforts. This includes items listed in the Department's current and past Business Plans, as well as Council-requested follow-up items.

As previously described, the Department continues to focus on three key areas:

1. Project management
2. Public participation and citizen engagement
3. Communication—both internally and externally

Project Management

Below is a snapshot of project statuses from October 1 – December 31, 2019:

Municipal Building
222 West Hargett Street
Raleigh, North Carolina 27601

One Exchange Plaza
1 Exchange Plaza, Suite 1020
Raleigh, North Carolina 27601
Weekly Report

Active Consultant-supported Projects	9
Active Staff-led Projects	22
Pending (external) Projects	3
Delayed Projects	0
Active & Pending Council Follow Up Projects	15
Completed	2
Newly Adopted in Progress Projects	3
Total RCP Active & Ongoing Projects plus Council Follow-up Projects	34

Of the 37 total projects, 34 projects are either ongoing departmental programs or business plan implementation projects. Of these:

- **16 Ongoing Programs** continue through the year, such as the rezoning, annexation, or real estate acquisition programs which have all remained steady in terms of volume, staff time, and complexity since the previous quarter. All program work continues to meet benchmarks thus no program work is behind schedule.
- **1 Real Estate Initiative** seeks interested parties to lease and operate complementary commercial activity on City-owned land adjacent to Moore Square Park.
- **2 Annexation Projects** are active and include annexation agreements with adjacent jurisdictions that must be renewed every 20 years as part of a larger administrative process. Two annexation agreements with the Towns of Cary and Garner are scheduled for completion in early 2020. Currently, no annexation projects are behind schedule.
- **3 Urban Design Studies** are underway, which are identified in the FY17 & FY18 Business Plans. Currently, one project awaits further direction after discussion in a council committee and one is awaiting review from an external stakeholder.
- **2 Historic Preservation Studies** includes the Lustron Relocation/ Preservation Project. Additionally, an architectural historian is preparing a historic context on the LGBTQ community in Raleigh to aid in the identification of potential historic resources. Currently, no historic preservation projects are behind schedule.
- **13 Planning Studies** are underway, both internal and external. The studies range from corridor plans such as Capital Boulevard North to the Community Engagement Process Development projects. Currently, no major planning studies are behind schedule; although three await further action or direction.

Major Initiatives Highlights

- **2030 Comprehensive Plan Update:** Five collections of review material were presented, recommended and approved by City Council to complete the 2030 Comprehensive Plan Update. City Council adopted the final components of the Update during a work session on November 12, 2019. Staff will now make all the changes to the content adopted by City Council and publish the new Comprehensive Plan online, replacing the previous version of it. This work should be completed in January 2020.
- **2018 Comprehensive Plan Progress Report:** When the 2030 Comprehensive Plan was adopted in 2009, Council and staff committed to an annual review so that recent trends could be analyzed, and past decisions could be compared with the policy guidance contained within the Plan. The 2030 Comprehensive Plan recommends regular updates to the document itself to keep it current and relevant. Per that guidance, an update was initiated in 2014. Given the ongoing update and to avoid duplication of effort between the two ongoing initiatives, a Progress Report in 2016 was not produced. In 2017, a Progress Report was created and included information about the contents of the Comprehensive Plan Update as well as an accounting of City Council actions taken in 2016 and 2017. Additionally, this Progress Report does not contain recommended updates to the Comprehensive Plan, as is typical, because portions of the Comprehensive Plan Update are under review by the City Council. Moreover, this edition of the progress report serves as a transition from reporting by calendar year to reporting by fiscal year. In future years, Progress Reports will have a reporting period that follows the City's fiscal year.
- **City of Raleigh Data Book:** The Raleigh Data Book is an annual publication of updated community information collected by City of Raleigh Planning Department staff. The Data Book builds upon the larger, more comprehensive "Community Inventory Report: Background Studies for the Comprehensive Plan," published in 2008. The Community Inventory Report remains the analytical basis for the City of Raleigh's 2030 Comprehensive Plan and is accessible online: <http://www.raleighnc.gov/cp>
- **Development Study Residential Infill Report and Guidelines for Hillside and Sloped Site Development in Mixed-Use Districts:** The City Council authorized a technical study of commercial construction on sloping sites in the FY18 Annual Budget. This study was identified in the City Planning workplan, with funds budgeted for a consultant. The intent of the study was to identify best practices for construction on sloping sites, with the possible identification of changes to the Unified Development Ordinance to implement the guidance. This request followed concerns about how allowable building height was being determined for sites with varying elevation. In April 2018, the City Council received an update on the progress of this project, a related issue surfaced regarding construction of new residences within existing neighborhoods. The City Council requested that staff identify the scope of work to review residential infill construction. Staff has completed the work and produced these two reports. Brief summaries and potential next steps for the reports will be presented at a work session in January as part of the City Planning workplan presentation.

- **Capital Boulevard North Corridor Study:** This study began in the summer of 2018 and is projected to be complete in June of 2020. It is a planning study for the area of Capital Boulevard between I-440 and I-540. The primary focus of the study is transportation. Capital Boulevard forms part of two US highways in the study area, US-1 and US-401. The purpose of the Capital Boulevard North Corridor Study is to understand the goals and values of the area's stakeholders, which include residents, workers, business owners, commuters, and shoppers. The study combines this community input with a variety of technical, economic, and demographic data to analyze options for accommodating the amount of vehicular traffic that is forecasted to pass through the corridor in the year 2045. In addition to serving a growing volume of vehicles, the study will propose ideas for ensuring that the surrounding area continues to be a safe, vibrant, and productive part of Raleigh.

During this reporting period, the public was asked to evaluate the proposed transportation improvements and land use vision concepts in relation to the previously established community values. This phase of public engagement is called Design Directions. The Design Directions phase of the Capital Boulevard North Corridor Study began in September with a survey that gathered community preferences for placemaking strategies and concluded December 31, 2019.

The next round of public engagement will be in early 2020. Recommendations for bicycle improvements will be shared. The study team will also draft text policies related to economic development, housing, and community identity. Additional Future Land Use Map and Street Plan Map recommendations will be made for portions of the corridor not contained in the land use vision areas. A final study report will be released for review in late spring 2020 with review by City Council in June.

Council Follow Up Items

Below is additional detail regarding Council Follow Up Items:

Pending Council Follow Up Items	15
Council Follow Up Projects Completed in the past quarter	3

Staff is currently working on 16 items that were requested by Council that include in-depth studies on zoning related matters, current text changes, and requests for information to initiate new projects in addition to the Department's work plan. Some items of note are included below:

- Of the total of **16** Follow Up Projects pending this quarter, 10 were requested during the month of December and given deadlines at future meetings for follow up.

Public Participation and Citizen Engagement

The Department continues to enhance participation and engagement efforts. Over the past quarter staff in conjunction with its consultant Public Participation Partners (P3) focused on the Phase I

Outreach for the Community Engagement Process Development (CEPD) project from October 2 through December 2, 2019 entitled “Survey of Preferences.” The goal of the CEPD project is to study how best to engage the public in order to create a standard process for community outreach and engagement in future. The first round of this public engagement involved several community forums and an online survey. The input from this outreach, in conjunction with peer city research, will be used to develop the participation playbook. The anticipated release of the playbook for public review and comment is March 2020.

Staffing & Communication

As a complement to ongoing participation and engagement initiatives, staff continue to focus on both internal and external communication:

- A new staff member was welcomed into Comprehensive Planning.
- Given several life circumstances, such as new opportunities, retirements, etc., hiring to fill vacancies are underway and expected to be filled in the first quarter of 2020.

City Planning is committed to training and equipping its staff for the challenges of their work. Of note here are some highlights of the trainings in which staff have participated in this quarter:

- **Clear Leadership Training:** Clear Leadership Training (CLT) with the City of Raleigh’s Department of City Planning leadership team was held for four full days on October 4, October 18, November 1 and November 15, 2019 at the Raleigh Urban Design Center. Key outcomes of the training included increased knowledge and understanding of personality and leadership styles using the Enneagram tool, establishment of behavioral/meeting norms and conflict norms, creation of potential action steps related to communication and conflict and increased cohesion among the leadership team.
- **Governmental Alliance on Racial Equity (GARE Cohort Training):** Six key members of City Planning staff alongside 14 other city staff began participation in a capacity building opportunity for city and county governments interested in advancing racial equity by addressing institutional and structural racism. This opportunity is for jurisdictions that are beginning or wishing to deepen their work on racial equity. This team has made a one-year commitment to the learning year process which includes 7 in-person skill-building sessions, between-session homework, and 3 online peer-to-peer exchanges.
- **Lean Six Sigma:** The City of Raleigh in partnership with NC State University trained a cohort of leaders to receive their Lean Six Sigma Green Belt Certification. City Planning. One member of the City Planning Team successfully engaged in this effort to review its work and practice to improve processes and reduces waste by developing a culture of continuous quality improvement.

Summary and Forecast

City Council approved the consolidation of the Planning and Development Services Departments in November 2019 to become effective beginning January 1, 2020. Accordingly, this will be the last quarterly report reflecting the prior organizational structure. This report covers activities of the

various divisions under the former Planning Director. The position of Planning Director has been transitioned to a Deputy Director under the larger department. Organizational changes that will impact future reports include the move of Real Estate Division and the Citizen Engagement Coordinator and communications unit out from under the Deputy Director to be a stand-alone division and a part of the new Administrative and Customer Services division, respectively; and the move of Current Planning to be under the Deputy Director. Consolidation will occupy significant staff time during Quarter 3 of the fiscal year, and likely spilling into Quarter 4, as staff adjusts to and implements the new organizational structure.

The Department has made a series of alterations to process, workflow, and resource allocation to address and mitigate the challenges identified in past reports. Significant progress has been made in project management and communication as evidenced by the launch of the use of project charters for several of the Department's initiatives. This real-world application of tools provided by the previously reported completion of the Project Management for Planners course has encouraged planners to comprehensively plan their projects, get guidance and support from leadership as they do so, and provide a dynamic document to communicate with matrix departments. Additionally, the Department (as currently constituted) committed to a four-week leadership training entitled Clear Leadership in which has equipped staff with leadership skills to help advance efforts during this transitional time.

With respect to projects, City Planning has previously committed to launching only one major initiative in any particular year, in order to adequately staff all projects and programs and provide quality assurance and quality control of all work products. Staff has released the Request for Qualifications (RFQ) for the Dix Park Edge Study with a timeline leading to a public kickoff of the project tentatively in early April of 2020. This timeline is intended to move the study forward in conjunction with the implementation of the Dix Park Master Plan and to address the very timely reality that displacement and neighborhood change are inevitable in the neighborhoods surrounding Dix Park.

Further, City Planning continues to be actively involved in planning efforts related to the Wake Transit Plan. These include serving as lead agency for the Western Boulevard Corridor Study; serving as project managers for the BRT Framework Plan (a goal-setting plan for growth and land use along the BRT system, which has been bundled with the New Bern Avenue Project Development contract); and support for the Transit Oriented Development and Affordable Housing (TODAH) working group. The primary input phase of the Equitable Development around Transit planning process, which is considering how Raleigh will grow around its bus rapid transit system, wrapped up in December with more than seven hundred participants providing input. The input strongly supported allowing more people to live in walkable places near BRT stations and an emphasis on housing affordability in those areas. The next step will be a final input phase in February, at which participants can weigh in on policies and regulatory changes that will support equitable development near BRT.

Overall, City Planning's current body of work has or will continue to have a significant impact on staff capacity. Should any additional projects or initiatives be added to the department's workload, it will be challenging to continue to meet deadlines and Council and citizen expectations. As City Planning moves forward with its work, it also looks forward to the consolidation with Development Services and its work, with all the successes and challenges such an endeavor will bring.



Raleigh

MEMO

TO: Ruffin Hall, City Manager

FROM: Cassandra Deck-Brown, Chief

DEPARTMENT: Police

DATE: January 14, 2020

SUBJECT: Gunfire near Meryton Park Way

The Raleigh Police Department has received a series of complaints since November 2017, in reference to gunfire in the area of Meryton Park Way, which is located off of Thornton Road in the Northeast Patrol District. The property and pond directly behind Meryton Park Way is partially in the City and partially in the County. An attached map illustrates property owned by the City and privately owned parcels, to include a portion of the pond, which are located in the County.

Raleigh Police officers have responded to each call and have walked the greenway and the wooded areas in an attempt to locate any evidence of hunting or target shooting. No evidence has been located on City owned property and officers have determined the gunfire is most likely originating from property located in the county. As such, the Wake County Sheriff's Office and the North Carolina Wildlife Resources Commission have been made aware of the complaints. The North Carolina Wildlife Resources Commission is attempting to determine if any hunting laws are being violated and the Wake County Sheriff's Office has expressed a willingness to investigate any future complaints.

In addition, officers have attempted to locate any signage that would delineate the City of Raleigh boundaries to anyone entering the property from the greenway or other areas. No such signage was located. Currently the police department is working with City of Raleigh Parks, Recreation and Cultural Resources personnel to determine the best locations to place signage in order to delineate areas that are owned by the City and to post those areas with laws and rules pertaining to City parks.

Municipal Building
222 West Hargett Street
Raleigh, North Carolina 27601

One Exchange Plaza
1 Exchange Plaza, Suite 1020
Raleigh, North Carolina 27601

City of Raleigh
Post Office Box 590 • Raleigh
North Carolina 27602-0590
(Mailing Address)

Weekly Report

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