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## INFORMATION:

### **Required Ethics Training for Council Members – Final Reminder - Live Webinar**

*Staff Resource: Louis Buonpane, City Manager's Office, 996-4275, [louis.buonpane@raleighnc.gov](mailto:louis.buonpane@raleighnc.gov)*

As Council Members may recall, under North Carolina law members of governing boards of cities, counties, local boards of education, unified governments, sanitary districts, and consolidated city-counties are required to receive at least two (2) clock hours of ethics training within twelve months after each election or appointment to office. The ethics training requirement is an ongoing obligation, triggered by each subsequent re-election or reappointment to office.

The School of Government at UNC-Chapel Hill will be hosting a live, **online training session** via **Zoom** on **May 25, 2023** from **10:00 am - Noon**. If you would like to attend this live session, please contact your assigned Policy Analyst. Staff understands that an on-demand version of the training will be made available at a later date.

Please see your assigned Policy Analyst with any questions.

*(No attachment)*

### **Summer Aquatic Operations – Status Update**

*Staff Resource: Ken Hisler, Raleigh Parks, 996-4823, [kenneth.hisler@raleighnc.gov](mailto:kenneth.hisler@raleighnc.gov)*

Raleigh Parks is looking forward to summer and the opportunities to create exceptional experiences for our communities. Beginning in just a few weeks seasonal pools will reopen, and then on June 12 begin serving 1,100+/- campers per week at one of the City's numerous summer camp offerings. With respect to seasonal pool operations, staff is excited to share that for the 2023 season we are in more favorable position this year with aquatic staff. Leveraging the increase in part-time salaries with ongoing recruitment efforts in Raleigh Parks, staff is pleased to share the following seasonal pool operating schedule. Efforts continue to recruit, train, and certify lifeguards to add depth to staffing levels and to further ensure operations.

### **Schedule Memorial Day until June 10, 2023**

- All pools open Saturday: 5/27/23 10:00 am-6:00 pm; Sunday 5/28/23 1:00 pm-6:00 pm, and Monday 5/29/23 10:00 am-4:00 pm
- Weekdays: - Monday & Wednesday - Lake Johnson & Longview Pools; Tuesday & Thursday Biltmore & Ridge Pools – 4:00 pm-7:00 pm
- Weekends: (all pools) - Friday – 4:00 pm-7:00 pm; Saturday 10:00 am-6:00pm; Sunday 1:00 pm – 6:00pm

### **Beginning June 10, 2023**

- All Seasonal Pools
  - Lap swim
    - Monday – Friday: 9:00 am-7:00 pm (Ridge Rd. & Biltmore end at 5pm for swim team & lessons - narrower pool)
    - Saturday: 10:00 am-7:00 pm
    - 1:00 pm-6:00 pm
  - Recreation Swim
    - Monday – Friday: 10:00 am-7:00 pm
    - Saturday: 10:00 am-7:00 pm
    - Sunday: 1:00 pm-6:00pm

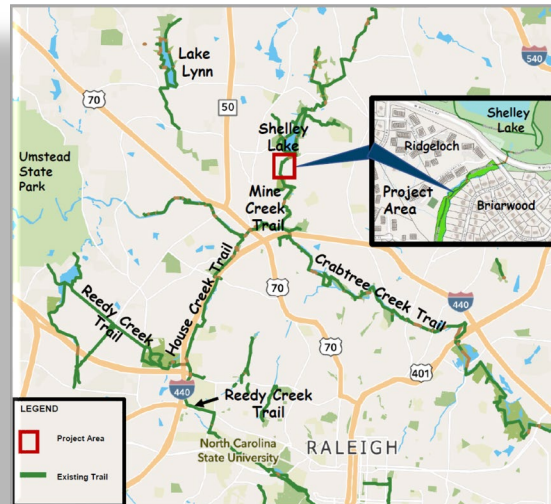
*(No Attachment)*

### **Mine Creek Trail Improvement Project**

*Staff Resources: Lisa Schiffbauer, Raleigh Parks, 996-4785, [lisa.schiffbauer@raleighnc.gov](mailto:lisa.schiffbauer@raleighnc.gov)*

The Mine Creek Trail is located in north Raleigh and parallels Mine Creek between Sawmill Road and the Crabtree Creek Trail just north of I-440. Previous project status updates have been provided to Council via *Manager's Update Issue 2023-09* (March 10) and *Issue 2022-22* (June 3). The trail is approximately four miles in length and is an important north-south connection within the Capital Area Greenway System. Staff is currently coordinating [improvements to a section of the Mine Creek Trail](#) just [south of W. Millbrook Road](#),

particularly to address two aged pedestrian structures. The need to replace these structures was identified due to the high use of this trail section, the overall aged condition of the structures and they are not at the size and standards currently used on the greenway system. Both structures are constructed of timber and are 8-foot in width; however, the revised greenway standards include a minimum of a 10-foot width and concrete decking. In order to improve the greenway resiliency from storms and flooding wherever possible staff recommends not having stream crossings whenever possible. Below is a location map of the project location:



Community engagement efforts were initiated in June 2022, with follow-up meetings with the Parks, Recreation and Greenway Advisory Board (PRGAB) in November 2022 and March 2023. Ridgeloach community members attended the PRGAB meetings to voice their concerns regarding trail realignment options. Two project alignment options were considered to address necessary improvements in this location. Option 1 includes the replacement of the existing two structures with new structures and new asphalt. Option 2 includes realigning the trail to the west side of Mine Creek, along an existing sewer easement clearing.

The PRGAB has requested staff to present additional information at the next scheduled meeting, June 12, 2023, 6 PM, 222 W. Hargett Street, Council Chambers; it is anticipated that the PRGAB will provide a recommendation to City Council during the July 5 Council meeting. For more detailed information on this project please visit the [project website](#).

*(No Attachment)*

### [Weekly Digest of Special Events](#)

*Staff Resource: Sarah Heinsohn, Office of Special Events, 996-2200, [sarah.heinsohn@raleighnc.gov](mailto:sarah.heinsohn@raleighnc.gov)*

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

*(Attachment)*

# Council Member Follow Up Items

## General Follow Up Item

### **Pay Structure - General Step vs. Broadband Employees (Council Member Harrison)**

Staff Resource: *Sadia Sattar, Budget & Management Services, 996-4273, [sadia.sattar@raleighnc.gov](mailto:sadia.sattar@raleighnc.gov)*

Staff received an email inquiry requesting additional information about the General Pay versus Broadband employees and what percentage of public safety employees were General step and Broadband.

### **Background Information**

All full-time positions fall into one of two pay structures: the General Open Range pay structure or the Broadband pay structure.

The General Open Range pay structure applies to the City's regular, full-time skilled trade, labor, and administrative positions. All positions are non-exempt from the federal *Fair Labor Standards Act* (FLSA). This pay structure provides salary increases as an employee progresses through the range based on successful job performance. The Broadband structure applies to the City's technical, supervisory, managerial, and executive positions. Most of these positions are exempt with regard to FLSA, and pay increases are tied to performance instead of experience. These two structures cover our public safety positions as well. The lower ranks are in the open range structure and the higher ranks are in broadband.

In Police: Officer, Sr. Officer, Detective and Sergeant are Open Range. Police Lieutenant, Captain, Major, and Deputy Chief are Broadband.

In Fire: Firefighter, Sr. Firefighter, Lieutenant, Deputy Fire Marshal, and Captain are in Open Range. Assistant Fire Marshal, Battalion Chief, Division Fire Chief and Fire Marshal/Assistant Fire Chief are in broadband.

### **Merit/Annual Pay Increase Information**

Full-time employees that successfully meet expectations on their annual performance evaluation and have at least six months of continuous service on June 30, will receive an annual pay increase in FY24. With the FY24 proposed budget, BMS included an enhanced version of the General Open Range merit and restored the pre-covid merit structure for Broadband. Traditionally, open range employees would receive 5% increase if they were below the mid-point of their salary range, and a 3% increase if they were above the mid-point. This year, staff proposed it to be a 5% increase regardless of where the employee was in the range.

There is no general pay adjustment for employees in the broadband pay structure. The merit for broadband positions is a variable pay increase between 1% and 6% and is based on the employee's performance during the performance period. Department Directors will have a 3.5% annual pay increase pool and will be held accountable for staying within budgeted funds.

### **Position Breakdown**

The table below shows the breakdown of Open Range/Broadband positions for the FY24 Proposed Budget. 73% of our positions are in the General Open Range Pay Structure, the remaining 27% are in Broadband.

	<b>Open Range</b>	<b>Broadband</b>	<b>Total</b>
Police	822	89	<b>911</b>
Fire	591	40	<b>631</b>
ECC	116	14	<b>130</b>
All Other Depts	1,694	1,039	<b>2,733</b>
<b>Total*</b>	<b>3,223</b>	<b>1,182</b>	<b>4,405</b>

*\*The figures in this table do not include our Permanent Part Time Positions, none of which are in Public Safety Departments.*

Additional information can be found in the [Proposed Employee Compensation and Benefits Handbook](#).

*(No Attachment)*

## Follow Up from the May 2 City Council Meeting

### **Public Comment – Leslie Zuniga - Utility Service to Stonewater Subdivision (Mayor Baldwin)**

*Staff Contact: Jonathan Ham, Raleigh Water, 996-3543, [jonathan.ham@raleighnc.gov](mailto:jonathan.ham@raleighnc.gov)*

During the meeting, Mr. Zuniga requested during that Council amend the Southeast Special Study Area (SESSA) to add several items including expansion of wastewater utility service to the Stonewater subdivision and to require a backup generator to the private water supply system provides water service to the Stonewater subdivision.

The SESSA Final Report presented at the April 4 City Council meeting considers extension of the extra territorial jurisdiction (ETJ) into the Southeast Special Study area; the SESSA is not necessarily structured to require extensions of water and sewer utilities within the study area.

The current Integrated Master Plan for the Raleigh Water utility service area does not identify specific projects related to gravity sewer service and/or wastewater treatment for the requested subdivision. However, as the land around the Stonewater subdivision develops and presumably extends water and sewer, it may be feasible in the future for residents of the subdivision to petition for annexation and request sewer be extended through the subdivision. This would be considered an assessable project, meaning each property owner would bear a proportion of the total cost of the infrastructure. Extension of sewer to the Stonewater subdivision without adjacent development, bringing mains to the periphery, would be extremely costly to the residents in the subdivision. In addition to the extensive cost, current policy generally does not allow for sewer only accounts unless there is a demonstrated risk to public health.

Mr. Zuniga also requests that the study require a backup generator on their current potable water supply, a private water supplier (Aqua). The City does not have authority to regulate private water suppliers. This authority would likely fall under the jurisdiction of the North Carolina Department of Environmental Quality (NCDEQ) or possibly under the North Carolina Utilities Commission.

*(No Attachment)*

## Follow Up from the May 9 Council Work Session

### **Biltmore Hills Tennis Project Update (Mayor Pro Tem Branch)**

*Staff Resource: Shawsheen Baker, Raleigh Parks, 996-4782, [shawsheen.baker@raleighnc.gov](mailto:shawsheen.baker@raleighnc.gov)*

During the work session staff provided an overview of the 2022 Parks Bond implementation considerations and strategies. Council requested staff to provide an update on Biltmore Hills tennis project as part of the 2022 Parks Bond. A memorandum providing background, preliminary project scope, community engagement strategies and a tentative project schedule is included with the *Update* materials.

*(Attachment)*

### **Smoky Hollow Park - Remediation Status Update (Council Member Forte)**

*Staff Resource: Gary Claiborne, Raleigh Parks, 996-2677, [gary.claiborne@raleighnc.gov](mailto:gary.claiborne@raleighnc.gov)*

During the work session staff provided an overview of the 2022 Parks Bond implementation considerations and strategies. Council requested an update on the status of the remediation at the Smoky Hollow Park site. Included with the *Update* materials is a staff memorandum prepared in response to the request.

*(Attachment)*

# Weekly Events Digest

Friday, May 19 – Thursday, May 25

City of Raleigh Office of Emergency Management and Special Events  
[specialevents@raleighnc.gov](mailto:specialevents@raleighnc.gov) | 919-996-2200 | [raleighnc.gov/special-events-office](http://raleighnc.gov/special-events-office)

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## Permitted Special Events

### [Catching Fireflies 5K](#)

Wakefield High School & Route

Friday, May 19

Event Time: 8:00pm - 9:30pm

Associated Road Closures: Roads will be used from 8:00pm until 9:30pm. [View 5K route](#) for more details.

### [Minuteman Muster](#)

Reedy Creek Road

Saturday, May 20

Event Time: 7:00am - 9:00am

Associated Road Closures: Reedy Creek Trail tunnel at the intersection of Edwards Mill Road and Reedy Creek Road will be used and roads will be closed from 7:00am until 9:00am. Note that all cross-streets will be detoured during the event, and [view 5K and 8K routes](#) for more details.

### [Artspllosure – The Raleigh Arts Festival](#)

Fayetteville Street District

Saturday, May 20 & Sunday, May 21

Event Times: 11:00am - 7:00pm on 5-20-23; 10:00am - 6:00pm on 5-21-23

Associated Road Closures: Fayetteville Street between Morgan Street and the south end of City Plaza, and Hargett Street, Martin Street, and Davie Street between S. Salisbury Street and S. Wilmington Street will be closed from 5:00am on 5-20-23 until 11:59pm on 5-21-23.

### [Whiskey Rose's First Birthday Party](#)

Tucker Street

Saturday, May 20

Event Time: 3:00pm - 10:00pm

Associated Road Closures: Tucker Street between the 410 Glenwood Avenue parking lot and the 501 N. West Street parking lot will be closed from 10:30am on 5-20-23 until 1:00am on 5-21-23.

### [Skywatching – Venus and Mars](#)

Dorothea Dix Park, Big Field

Saturday, May 20

Event Time: 9:00pm - 11:00pm

Associated Road Closures: No roads will be closed for the event. The Big Field will be used from 7:00pm until 11:30pm.

### [Black Flea Market](#)

Raleigh Union Station Plaza

Sunday, May 21

Event Time: 1:00pm - 5:00pm

Associated Road Closures: No roads will be closed for the event. Union Station Plaza will be used from 12:00pm until 6:00pm every Sunday through 10-29-23.

## Other Upcoming Events

### [Triangle Academy of Dance Spring Recital](#)

Friday, May 19 & Saturday, May 20

Fletcher Opera Theater

**[Sleeping Beauty – Carolina Ballet](#)**

Friday, May 19 – Sunday, May 21  
Memorial Auditorium

**[String Spring Showcase](#)**

Saturday, May 20  
John Chavis Memorial Park

**[Black and Unknown Bards Present The Purple Flower](#)**

Saturday, May 20  
Shelley Lake Park

**[Bike Maintenance Clinic](#)**

Saturday, May 20  
Forest Ridge Park

**[Tail Waggin' Treat Hunt](#)**

Saturday, May 20  
Kiwanis Park

**[Moore Square Market](#)**

Sunday, May 21  
Moore Square

**[Rising Star and Core Recitals – CC & Co](#)**

Sunday, May 21  
Fletcher Opera Theater

**[Triangle Youth Music – 2023 Spring Orchestra Concerts](#)**

Sunday, May 21  
Meymandi Concert Hall

**[Women's Leadership Conference](#)**

Tuesday, May 23  
Raleigh Convention Center

**[Unify Raleigh Community Conversation](#)**

Thursday, May 25  
Dorothea Dix Park, Chapel

**Public Resources**

**[Pilot Text Alert Program](#)**: Sometimes spontaneous events happen downtown and in other areas that could affect local businesses. If you'd like to receive notifications when those events happen, including unpermitted ones, sign up for text alerts.

**[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 Office of Emergency Management and Special Events. 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 impact city streets, public plazas, and Dorothea Dix Park.



# Council Member Follow Up

To	Tansy Hayward, Deputy City Manager
Thru	Stephen Bentley, Director
From	Ken Hisler, Assistant Director Shawsheen Baker, Capital Projects Superintendent
Department	Parks, Recreation and Cultural Resources (PRCR)
Date	May 18, 2023
Subject	Biltmore Hills Park Tennis Project Update

The 2022 Parks Bond includes the expansion of the tennis complex at Biltmore Hills Park to provide increased and enhanced tennis training, drop-in and tournament play opportunities for the youth and adult populations in southeast Raleigh. Biltmore Hills Park was selected due to its location, history, programmatic assets, and long-standing partnership with the Ebony Racquet Club. Once completed, the 16-court Biltmore Hills Tennis complex will provide a significant investment in the sustainability of the long standing urban tennis program.

At the May 9th City Council meeting, Mayor Pro Tem Branch requested an update on Biltmore Hills tennis project funded by the 2022 Parks Bond.

Preliminary Project Scope:

- Add 8 lit tennis courts to existing complex;
- Proposed location onsite will be at one of the existing baseball fields;
- Enhance accessibility to existing and new courts;
- Reconstruct parking lot to provide additional spaces;
- Construct stormwater management devices to minimize environmental impact;
- Improve existing ballfield to accommodate multiple age groups.

Community Engagement:

A cross-departmental project team has collaborated to explore appropriate level of participation and identify external stakeholder groups for outreach and engagement. The participation level for this project will be “Consult” as specified in the City’s Public Participation Playbook. Staff will keep the public informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision. This will be accomplished through hybrid public comment methods, focus groups, surveys,

public meetings, etc.. Staff will consult with area stakeholder groups including, but not limited to, the following:

- Biltmore Hills Neighborhood Association
- Former South CAC
- Partners for Environmental Justice
- Shaw University
- Biltmore Hills Park patrons including Raleigh Police Department Baseball League
- Ebony Racquet Club
- Raleigh Tennis Association
- JD Lewis Multipurpose Center

Proposed project schedule:

Request for Qualifications for the parks bond projects will be issued by the end of May. Staff will conduct evaluations and interviews of prospective consultant teams during the summer. Tentative schedule for Biltmore Hills Tennis is as follows:

- Summer 2023, early engagement with individual stakeholder groups while conducting consultant selection process
- Spring 2024, schematic design and public input
- Spring-summer 2024, design and permitting
- Fall 2024, bidding
- 2025, construction

To	Marchell Adams-David, City Manager
Thru	Stephen Bentley, PRCR, Director
From	Gary Claiborne, PRCR, Capital Projects Supervisor
Department	PRCR
Date	March 18, 2023
Subject	Council Follow-up Item: May 5, 2023 Work Session Parks Bond Update – Status Update on Smoky Hollow Park Remediation

At the May 9, 2023 City Council Work Session, staff provided an overview of the 2022 Parks Bond implementation considerations and strategies. Council Member Forte requested an update on the status of the remediation at the Smoky Hollow Park site. This memorandum provides project background; environmental/remedial activities completed to date; known site contaminants; current and future remediation activities; and site remediation cost estimates is enclosed with this update.

Remediation of the site’s oil, groundwater, and surface waters contamination is the highest priority goal of the Smoky Hollow Park project. This main goal is followed by the subsequent goals of environmental enhancement (removal of impervious surfaces; restoration of the Pigeon House Branch) and implementation of park and greenway amenities. The current phase of work is continuing the remedial investigations and testing (Summer 2023) followed by removal of the thirteen known underground storage tanks (USTs; Winter 2024). Both efforts will inform environment enhancement and park design and permitting moving forward.

Estimated costs for site remediation were prepared during the Concept Design phase (2021-2022). The Concept Plan Report was approved by City Council in November 2022. The total cost for environmental remediation is between \$2.3m and \$2.7m including past environmental testing, current remedial investigations, future UST removals, and future remedial actions and mitigation before and during park construction. The remaining available budget will be used to improve the site’s ecological function related to Pigeon House Branch, native trees and other plantings, the north-south greenway connection, and basic park amenities. These costs are all captured in the 2014 and 2022 Parks Bond budget for the project.

## **Background on the Smoky Hollow Park Project**

The future Smoky Hollow Park is located at 1014 N West Street site. Along with the former Devereux Meadow ball field, areas of this site were in use as a city maintenance facility since at least the 1940's, a use continuing today. Testing at the site has identified the presence of contaminated soil, sediment, groundwater, and surface waters. Contamination is understood to be from both on- and off-site sources.

Past vehicle maintenance, fueling, and equipment storage on the site have resulted in environmental concerns. There are at least 13 underground storage tanks (USTs) previously used for petroleum storage since the 1940's and located in the central and north-central part of site. Some of the USTs have documented instances of leaking. Removal of the USTs are a required remedial action prior to park development. Off-site sources possibly originate from a 1990's document fuel leak at the fuel station (Speedway) across Capital Boulevard and former dry cleaner facilities south of Peace Street.

For almost a decade, the City has contracted consultant services for the determination of levels and types of site contamination. In 2017, the City selected a project team, led by Tetra Tech Engineering, as the project's planning, remediation, and design consultant to lead the project from initial planning through park construction.

Based on the City's current understanding of site conditions and discussions with NCDEQ representatives (via Tetra Tech), the project site requires a complete, phased remedial investigation (RI) process and the development and implementation of a remedial action plan to address the contamination, both following regulatory standards. The RI process and development of the remedial action plan will occur concurrent to the park design.

Regulatory representatives from the North Carolina Division of Environmental Quality (NCDEQ) indicated that the project site is currently categorized as "low-risk" and will likely qualify for a risk-based cleanup approach. Risk-based cleanup methods focus on the reduction of risk and prevention of harm based on the intended use of the property.

Site remediation is one of the main goals of the Smoky Hollow Park project along with the restoration of the Pigeon House Branch and development of a natural and passive park with a central greenway path.

The concept designs presented in the November 2022 Concept Plan Report anticipate that any remedial actions required under a risk-based cleanup scenario will not present significant barriers to park development. However, some adjustments to the park design may be warranted as additional details about the site conditions and risks to contamination are determined.

### **Environmental/remedial activities completed to date**

- Phase I Environmental Site Assessment (2014)
- Stream Geomorphic and Stormwater Assessment (2018)

- Phase 2 Environmental Site Assessment (2019)
- Soil Vapor Intrusion Investigation (2020)
- Preliminary discussions with regulatory staff from the North Carolina Division of Environmental Quality (2020-2021)
- Phase 1 Remedial Investigation Report (2021)

### **Known Site Contaminants**

Chlorinated volatile organic compounds, petroleum and chlorinated solvents, and other contaminants have been identified within project area groundwater and soil that are above North Carolina regulatory standards.

Known contaminants of potential concern from site soil, sediment, groundwater, and surface waters fieldwork and monitoring well sampling:

- VOCs (volatile organic compounds)
  - Benzene
  - cis-1,2- dichloroethylene
  - methyl chloride
  - methylene chloride
  - PCE
  - TCE
  - vinyl chloride
- SVOCs (semi-volatile organic compounds)
  - 2-methylnaphthalene
  - Acenaphthene
  - carbazole
  - dibenzofuran
  - naphthalene
- Metals exceeding standards
  - arsenic
  - chromium
  - barium
  - cobalt
  - iron
  - manganese
  - vanadium

### **Current and Future Remediation Activities**

Currently, the City has a contract with Tetra Tech for the Phase 2 Remedial Investigation (RI), with scheduled field work, drilling, and testing to occur in Summer 2023.

Completion of laboratory testing and preparation of a Ph. 2 RI report will be in Fall 2023.

The current Tetra Tech contract also includes bid document, permitting, inspections,

and closeout services for the removals of the 13 USTs. Current plans are for removal of these USTs by Spring 2024.

A final level of site testing may be required in a Phase 3 Remedial Investigation, a separate contract planned in 2024. Information gathered from the overall remedial investigation process will be used to prepare a Remedial Action Plan to determine the best remedies to address site contamination and whether remedial actions should take place before park construction, during park construction, or combination of both.

Remedial actions may include

- subsurface substrate injections to enhance natural degradation;
- use of bio-reactive matting;
- and removal of contaminated soils.

Current and future environmental/remedial activities include:

- Phase 2 Remedial Investigations (2023)
- Phase 3 Remedial Investigations (2024)
- UST removals and closures (2023-2024)
- Remedial Action Plan (2024)
- Site remediation as a precursor to park construction or during construction

**END**