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Please note City administrative offices will be **closed** on **Monday, May 27** in observance of the **Memorial Day** holiday.

INFORMATION:

[Rating Agencies Assign Highest Marks Ahead of Scheduled Bond Sale](#)

Staff Resource: Allison Bradsher, Finance, 996-4970, allison.bradsher@raleighnc.gov

Staff has been informed that all three leading credit rating agencies (Moody's Investors Service; S&P Global; and Fitch Ratings) recently released credit reports as a part of the upcoming limited obligation bond economic refunding recently authorized by the City Council. The credit reports reaffirmed the highest Aaa/AAA/AAA ratings on the City's general government bonds, a stable outlook, and assigned a rating for the limited obligation bonds issuance which is in-line with prior ratings specific for these types of bonds. Maintaining the highest possible credit rating ensures the City borrows at the lowest interest rates, while also assisting with access to financial markets during economic downturns.

The credit rating agencies review many factors when assigning a credit score to government entities; these include the local economy, financial results, future long-term liabilities, and the management framework. The reports highlight Raleigh's large and diverse tax base, historically strong operating performance, well-diversified local economy, financial resilience, strong reserves, and long-term financial and capital planning practices.

(No attachment)

Downtown Mobility Study Open House

Staff Resource: Barbara Godwin, Transportation, 996-2504, barbara.godwin@raleighnc.gov

Staff with the Department of Transportation will be hosting a drop-in style open house to kick-off public engagement for the Downtown Mobility Study. The Downtown Mobility Study Open House will be held at Raleigh Union Station (510 W Martin Street) on **May 29** between **4 p.m. - 7 p.m.** This will be the first of three touchpoints with the public to convey information and receive feedback. The touchpoints will offer a combination of in-person and online engagement with stakeholders.

The Downtown Mobility Study is a city-led initiative to streamline multimodal planning and policy recommendations for the downtown area. The study will be community-driven and will consider the competing needs of stakeholders, advocates, and property & business owners in the downtown and will serve as an update to the 2019 Downtown Transportation Plan. Results of the study will include a transportation strategy that supports the community vision of downtown Raleigh as a safe, vibrant, and active place.

City staff and other community partners will be available throughout the event to describe the planning process, gather input on community priorities, and identify opportunities and challenges with the downtown active transportation network.

The event will be an interactive open house organized around a variety of facilitated stations. Light refreshments will be provided. This will be a free, family-friendly event. More information can be found at the [Downtown Mobility Study Open House](#) event page.

(No attachment)

Weekly Digest of Special Events

Staff Resource: Sarah Heinsohn, Office of Special Events, 996-2200, sarah.heinsohn@raleighnc.gov

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

(Attachment)

Council Member Follow Up Items

Follow up from March 19 City Council Meeting

Rezoning Program Process Improvement (Council Member Patton)

Staff Resource: Bynum Walter, Planning and Development, 996-2178, bynum.walter@raleighnc.gov

During the meeting, Council requested information regarding proposed rezoning program process improvements. Included with the *Update* materials is a staff memorandum which provides additional information regarding improvements implemented since the last update report of April 5.

(Attachment)

Weekly Events Digest

Friday, May 24 – Thursday, May 30

City of Raleigh Office of Special Events
specialevents@raleighnc.gov | 919-996-2200 | raleighnc.gov/special-events-office

Permitted Special Events

[Animazement](#)

Raleigh Convention Center & W. Cabarrus Street

Friday, May 24 - Sunday, May 26

Event Times: 10:00am - 10:00pm on 5-24-24 & 5-25-24; 10:00am - 6:30pm on 5-26-24

Associated Road Closures: Cabarrus Street between Gale Street and S. Salisbury Street will be closed from 9:00am until 11:00pm on 5-24-24 and 5-25-24, and from 9:00am until 7:30pm on 5-26-24.

[NC Sugar Rush](#)

City Plaza

Sunday, May 26

Event Time: 12:00pm - 7:00pm

Associated Road Closures: Fayetteville Street between Davie Street and the south end of City Plaza will be closed from 9:00am until 9:00pm.

[Live After 5](#)

City Plaza

Wednesday, May 29

Event Time: 5:00pm - 8:00pm

Associated Road Closures: Fayetteville Street between Davie Street and the south end of City Plaza will be closed from 11:00am until 11:00pm.

Other Upcoming Events

[REIK – Panorama Tour](#)

Friday, May 24

Memorial Auditorium

[Home Movie Day](#)

Saturday, May 25

John P. "Top" Greene Community Center

[Marisela](#)

Saturday, May 25

Memorial Auditorium

[Self Care Sunday: Sound Bath](#)

Sunday, May 26

The Chapel at Dix Park

[Tye Tribbett and Friends Only One Night Tho](#)

Sunday, May 26

Memorial Auditorium

[Downtown Mobility Study Open House](#)

Wednesday, May 29

Raleigh Union Station

Job Fair

Wednesday, May 29
Method Community Park

Artist Talk: Jean Shin

Thursday, May 30
The Chapel at Dix Park

Orville Peck

Thursday, May 30
Red Hat Amphitheater

Public Resources

Event Feedback Form: Tell us what you think about Raleigh events! We welcome feedback and encourage you to provide comments or concerns about any events regulated by the Office of 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	Marchell Adams-David, City Manager
Thru	Patrick O. Young, AICP, Director
From	Bynum Walter, AICP, Assistant Director Alyssa Halle-Schramm, AICP, Business and Strategy Manager
Department	Planning and Development
Date	May 24, 2024
Subject	Rezoning Program Process Improvement

Planning and Development staff has been working with the City Council to identify process and timing improvements for public hearing cases. These ensure that the Council has ample time to review and consider each item. They also allow staff time to prepare agenda materials and ensure that staff work is of consistently high quality and without errors. The improvements increase dependability and quality for the development community. Manager's Updates [2023-34](#), [2024-08](#), and [2024-13](#) detail the various changes.

Workflow Modifications

Rezoning requests are some of the most common City Council agenda items. During the past six months, 41 rezoning requests have appeared on the agenda 100 times. Items appear on an average of two council agendas and in some instances up to six agendas. Staff had previously identified the rezoning process as an area for process improvement, with a focus on accuracy and quality control. Publication of newspaper advertisements was specifically identified as an opportunity for process improvement with a need for redundancy. Planning and Development staff have developed a process map for many aspects of the rezoning process, including newspaper advertisement. To expand resources available to support the rezoning process and high volume of associated written content, Comprehensive Planning and has partnered with Planning and Development's administrative staff to assess and implement process improvements. That collaboration has resulted in these modifications to the rezoning workflow since 2023:

- Administrative staff cross-check and review to reduce errors in Planning Commission and City Council agenda content and staff presentations (implemented October 2023).
- Automated email reminder to multiple staff members that an advertisement needs to be developed and placed (implemented January 2023).
- Assistant Director review of advertisement content (implemented January 2023).

Since February 23, 2024, these additional modifications have been made to the rezoning workflow:

- Advertisement placement has been reassigned to a more senior member of staff (from Planner to Senior Planner).
- Administrative staff have been inserted into the process to ensure advertisement publication deadlines are satisfied.
- In August 25, 2023 and February 28, 2024 memos published in the Manager’s Update, staff identified potential changes to the timing of the Report of Planning Commission. This change was reflected in the City Council meeting agendas for April 16 (no Report of Planning Commission) and May 7 (Report of Planning Commission April 9 meeting). Going forward, the timing of the Report of Planning Commission follows this updated reporting schedule:

Planning Commission Meeting	City Council Agenda Publication	City Council Meeting
Second Tuesday	Second subsequent Thursday (16 days)	First Tuesday (Typically 21 days)
Fourth Tuesday	Second subsequent Thursday (16 days)	Third Tuesday (Typically 21 days)

This change in workflow better aligns with the schedule for City Council agenda preparation and will allow more time for entry and quality review before publication.

Since April 2024, these further process changes have been made:

- Text changes authorized as part of 2024 UDO Omnibus. Planning Commission is expected to begin their review of the omnibus after the summer break.
 - A change to allow rezoning requests to be revised to be more restrictive after Council acts to set a public hearing but before the public hearing opens.
 - Changing filing deadlines for revising rezoning requests to allow more time for staff review and better align with the City Council agenda development and publication.
- Review of documentation, accountability, and escalations that are built into Planning and Development’s zoning case tracker to identify any enhancements.
- Review with the News and Observer to assess viability of alternate workflow; no options for improvement were identified and staff chose to focus on internal process improvement.

As previously noted, the Comprehensive Planning workgroup has been operating with significant staff vacancy of about 30-50 percent for the past two years, currently six of 12 positions are vacant. Given these challenges, there are additional personnel changes that have already been identified and are in the process of being implemented:

- Hannah Reckhow and Sarah Shaughnessy have been promoted to Planning Supervisor and Planning Principal, respectively.
- Recruitment for a Planning Manager position is complete; final round interviews are scheduled for the first week of June.
- Recruitment for three new Senior Planners ongoing. Interviews are in process.
- A new Planner is scheduled to begin work the first week of June; recruitment for another Planner position is ongoing with interviews scheduled for June. A temporary staff member continues to assist during the period of vacancy in the Planner role.

Planning and Development previously implemented process improvements where administrative staff provide quality control to reduce errors and ensure advertisement publication deadlines are satisfied. Staff has been working to transition additional board and commission support duties to the administrative staff, while also building depth of staff on the administrative team. These additional changes are in the process of being implemented:

- A new Administrative Supervisor will join the team the first week of June and will provide direct support for Planning Commission and City Council agenda items and oversee the administrative team.
- Recruitment for a new Administrative Specialist position is underway. This position will support various boards and commissions connected to the Planning and Development department.
- Administrative staff currently aligned under the Comprehensive Planning Division are moving to the Administrative Division, effective July 1, 2024. Consolidating the administrative team provides greater depth-of-staff and resiliency for board and commission support. These staff will assist with deadline tracking, quality control, agenda preparation, minutes, and other support duties.
- Improving board and commission agenda tracking tools to better organize deadline requirements, with administrative staff providing oversight and facilitation to ensure requirements are met.

Next Steps

- Staff will continue to aggressively work to implement the remaining administrative changes outlined in this memo.