

CITY MANAGER'S WEEKLY REPORT

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CITY OF
Raleigh
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OFFICE

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INFORMATION:

Budget Work Session - Monday, June 15, 4:00 PM

Reminder that Council will meet in the second of a series scheduled budget work sessions to deliberate on the Proposed Budget **Monday at 4:00 P.M.** The meeting will be a “virtual” electronic meeting. The agenda for the work session was published Thursday:

<https://go.boarddocs.com/nc/raleigh/Board.nsf/Public>

Regular Council Meeting Tuesday, June 16 - Afternoon Session (Virtual) - No Work Session

Council will also meet next **Tuesday** in regularly scheduled sessions at **1:00 P.M.** The agenda for the meeting was published on Thursday. The meeting will also be a “virtual” electronic meeting.

Please note there will be a **Closed Session** immediately following the afternoon session of the Council meeting.

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

Curbside Textile Recycling – Pilot Program to Conclude

Staff Resource: Stan Joseph, Solid Waste Services, 996-6890, stan.joseph@raleighnc.gov

In September 2016 the City Council requested staff to evaluate the possibility of launching a curbside textile recycling program. Following the evaluation, Council authorized staff to issue a request for proposals (RFP) to seek a partner to pilot a program for residential curbside collection of textiles. In accordance with the RFP, vendors were required to submit proposals that utilized a vendor's own equipment, resources, and staff at no cost to residents. Following the RFP process staff presented a vendor and Council authorized execution of an agreement with Simple Recycling (<https://simplerecycling.com/>) to provide free service as a three-year pilot program.

The program began Feb. 20, 2018. Program goals included citywide participation from residents and increasing the diversion rate of textile materials from the landfill.



Image from Simple Recycling website

The company has struggled with a profitable financial model to maintain services and in March 2020 suspended collection services in the City of Raleigh due to COVID-19. The global pandemic has had a significant impact on many organizations thus forcing a reduction in services. On June 9, 2020, Simple Recycling formally notified the City that it will not be able to re-launch the curbside textile collection program in the area and it soon close its local sorting facility. Staff will coordinate with the Communications department to develop a communications plan to alert residents.

(No attachment)

Small Business Fund – Status Update

Staff Resource: Veronica Creech, Economic Dev. & Innovation, 996-2707, veronica.creech@raleighnc.gov

As shared with Council via email earlier in the week, the City's partners in administering the Small Business Fund to which City Council appropriated \$1 million last month continue to hit program milestones. Funds were distributed to 112 small businesses beginning last Thursday, June 4. With the distribution the City support is exhausted; on June 10 a total of 42 additional applications were funded with contributions from private and individual donors.

As Council is aware, the Carolina Small Business Development Fund (CSBDF) has learned of delays with some Automated Clearing House (ACH) transaction deposits being delayed 2-3 business days. Below is a graphic

that has been shared via social media and other outlets by the CSBDF regarding the ACH delays. Only one-half of private donation commitments have been received by CSBDF; therefore, the program is not closed.



The latest update from CSBDF includes the following statistics:

- 610 applications submitted 357 Minority/Women owned businesses
- 370 drawn through a randomized, lottery system
- 154 approved
 - 89 Minority/Women owned businesses
 - 115 funded with City of Raleigh dollars
 - 39 funded with private donations
- 240 applicants remain in que to be reviewed as additional funding is received

(No attachment)

Personal Face Mask Distribution Pilot Project for Vulnerable Populations

Staff Resource: Derrick Remer, Emergency Management, 996-4657, derrick.remer@raleighnc.gov

As COVID-19 cases continue to increase in our area while much of the state transitions into reopening, there is a need to provide protection and reduce the spread of the virus to those in our city who are the most vulnerable. WakeMed, Wake County Government, and the City of Raleigh have partnered on a pilot project to distribute face masks and provide COVID-19 educational materials to populations who are disproportionately exposed to poverty, unemployment, underemployment, and other quality of life challenges.

With approximately 82,000 residents, the area covered by the 27610 zip code has been identified as the area with the most COVID-19 cases in Wake county and has the fourth highest number in the state. Efforts to distribute face masks will begin with a pilot to reach 10,000 people living within that zip code with three

(3) masks per person. Demographic information will be collected (not including names) in order to assess the correlation between COVID-19 exposure and Zip Code, as well as the effectiveness of the program.

WakeMed will be the fiscal agent of the project and will purchase the masks and any other needed supplies using funding from the Coronavirus Aid, Relief, and Economic Security Act (CARES Act). They will also provide educational materials printed in both English and Spanish, coordinate marketing, and deliver masks and materials to the distribution sites. Wake County will serve as the liaison between the planning committee and community partners and will assist in setting up a specific schedule with locations, a site coordinator for each location, and a list of volunteers. The City of Raleigh will provide distribution locations (possibly community centers), volunteers, and marketing assistance.

The pilot project will be evaluated to determine if future distribution events should be planned.

(No attachment)

Electronic Express Review Services

Staff Resource: Karen Ray, Planning and Development, 996-2379 karen.ray@raleighnc.gov

Express Review is an optional, premium service offered to the development community by the City. In large part the appeal of Express Review is the face-to-face communication and personalized service provided by the review team.

Due to COVID-19 restrictions, Express Reviews were postponed as of March 13; staff subsequently shifted focus on methods to transition the service to the digital space. On May 18 Express Review staff began testing a pilot program to validate the success of a “virtual express review” process. The following overview of proposed solutions have been tested with strong success:

Virtual Sketch Plan and Building Trade Pre-Submittal Review – These reviews will be offered during the standard timeslots. Express Review staff will coordinate with the client to schedule a virtual meeting. Staff has already been successful in using web-based solutions to virtually connect with clients.

Virtual Plan Review - Express plan review will be offered for site and building projects during the standard express review timeslots. Express Review staff will coordinate with the client to schedule a virtual meeting. This process is slightly different from the current process. Rather than having all plans reviewed within one day, the review period will be extended to three days allowing enough time for all parties to complete an electronic review.

Feedback received from organizations that have participated in the pilot has been complimentary. Effective Monday, June 15 the service will move from pilot program to a fully electronic Express Review with virtual meetings. Clients must adhere to all previously defined criteria for the Express Review and will schedule appointments online at www.raleighexpressreview.com.

(No attachment)

Capital Boulevard North Corridor Study: Status Update

Staff Resource: John Anagnost, Planning and Development, 996-2638, john.anagnost@raleighnc.gov

Public engagement activities for the Capital Boulevard North corridor study have been halted temporarily due to the COVID-19 pandemic. As many members of the community are focusing on managing the economic and social disruptions of the pandemic and its associated public health guidelines, a long-range planning process is a low priority at the current moment. The project team has been working on summarizing the proposals of the study through two products that were initiated prior to the onset of the pandemic. Details are provided in the staff memorandum included with the *Weekly Report* materials.

(Attachment)

Virtual Neighborhood Meetings for Rezoning Requests

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

During the April 21 special meeting, Council authorized a temporary procedure for virtual neighborhood meetings during the period of restrictions on in-person gatherings. These meetings continue to be scheduled in conjunction with applications for property rezoning; detailed information about all virtual neighborhood meetings is available at this [link](#).

(No attachment)

Weekly Digest of Special Events

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

All special events through at least June 30 are canceled. At this point in time it remains undetermined how long restrictions on mass gatherings may last, and the City will continue to adjust the response to the public health situation as data-driven decisions allow.

A list of special event cancellations and postponements can be found [here](#). As the COVID-19 situation continues to evolve, staff will evaluate next steps and provide an update on event scheduling. Until that time, the Special Events Weekly Digest will remain temporarily paused.

(No attachment)

Council Member Follow Up Items

Follow Up from the May 12 Council Work Session

Evaluation of Downtown ADA Parking Spaces (Council Member Cox)

Staff Resource: Seneca Miller, Transportation, 996-4048, seneca.miller@raleigh.nc.gov

During the work session Council requested staff to review with the Mayor's Committee for Persons with Disabilities information to evaluate new ADA parking spaces. In addition to the requested information,

additional background is included for Council members who may be less familiar with the program. In November 2018 City Council approved a one-year pilot program to provide sixteen, on-street delineated accessible parking spaces throughout the Downtown Business District. Prior to the adoption of this pilot, RDOT staff partnered with both the Downtown Raleigh Alliance Accessibility Task Force and the Mayor's Committee for Persons with Disabilities. A staff memorandum is included with the *Weekly Report* materials which contains additional information and location map.

(Attachment)



Raleigh

MEMO

TO: Ruffin Hall, City Manager

THRU: Ken Bowers, AICP, Director

FROM: John Anagnost, AICP

DEPARTMENT: Planning and Development

DATE: June 12, 2020

**SUBJECT: Zoning for Affordability:
Reforming and Applying the Detached Frontage**

Public engagement activities for the Capital Boulevard North corridor study have been halted temporarily due to the COVID-19 pandemic. As many members of the community are focusing on managing the economic and social disruptions of the pandemic and its associated public health guidelines, this long-range planning process is a low priority at the current moment. In the interim, the project team has been working on summarizing the proposals of the study through two products that were initiated prior to the onset of the pandemic.

The first product is a full-color, printed handout that is designed to be a brief and easily-accessible description of the transportation and land use elements of the study proposals. The handout will summarize the major recommendations of the study and will be distributed to parks, businesses, and non-profits in the area. The handout is available in English and Spanish.

Second, staff have created an ArcGIS Online story map that provides more detailed information using interactive online maps combined with supporting text and images. The story map enables users to explore the proposals in relation to existing City policy maps and their geographic surroundings. The handout and the story map are linked from the study web page:

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
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(Mailing Address)

<https://raleighnc.gov/business/content/PlanDev/Articles/LongRange/CapitalBldgNorth.html>

Staff are also developing preliminary plans for the study's fifth phase of public engagement, called Bikes and Businesses. Staff and consultants have identified a network of high-priority bicycle and pedestrian improvements to serve the neighborhoods around Capital Boulevard. This network uses existing facilities, facilities currently in design or construction, and planned street improvement projects to create safer and more convenient routes around the area. Staff have also drafted a set of text policies that give guidance for the City to support local businesses, encourage an adequate supply of housing, and improve the sense of place and identity in the corridor. These policies will be published for public review during this phase.

The bicycle and pedestrian network was presented to the Alianza Pro-Educación en Salud (ALPES) in February and will be presented to the Bicycle and Pedestrian Advisory Commission when public engagement activities resume. The proposals for this phase will also be presented to the Millbrook CAC (a community stakeholder group organized by Wake County Human Services) at the next opportunity. Staff have requested to present to the Vietnamese American Association of Raleigh as well.

It is uncertain when and in what form in-person public meetings will be a safe option in the coming months. Staff are investigating the available options for virtual public engagement, including online meetings for a large audience. No dates have been set for new public engagement events.

Council Member Follow Up



Raleigh

MEMO

TO: Ruffin Hall, City Manager

FROM: Seneca Miller

DEPARTMENT: Transportation

DATE: June 11, 2020

SUBJECT: Work Session Follow Up Item -
Evaluation of New ADA Parking Spaces

During the work session Council requested staff to review with the Mayor's Committee for Persons with Disabilities information to evaluate new ADA parking spaces. In addition to this requested update, additional background is included for Council members who may be less familiar with the program. In November 2018, City Council approved a one-year pilot program to provide sixteen, on-street delineated accessible parking spaces throughout the Downtown Business District. Prior to the adoption of the pilot by City Council, Transportation staff partnered with both the Downtown Raleigh Alliance's (DRA) Accessibility Task Force and the Mayor's Committee for Persons with Disabilities (Committee).

Staff collaborated with the Committee and the Task Force at various points during the pilot. First, the groups worked together to gain feedback on the 16 spaces selected by staff for validation in early Fall of 2018. After the creation of the pilot, staff met with both the Committee and the Task Force at a 6-month check-in on May 2019 to review the results of each space's utilization, discuss relocation of ADA spaces and present the new ADA single and dual head meters that Raleigh Parking acquired that same year. Both groups were in full cooperation and provided great feedback on both the pilot 6-month mark and the new meters.

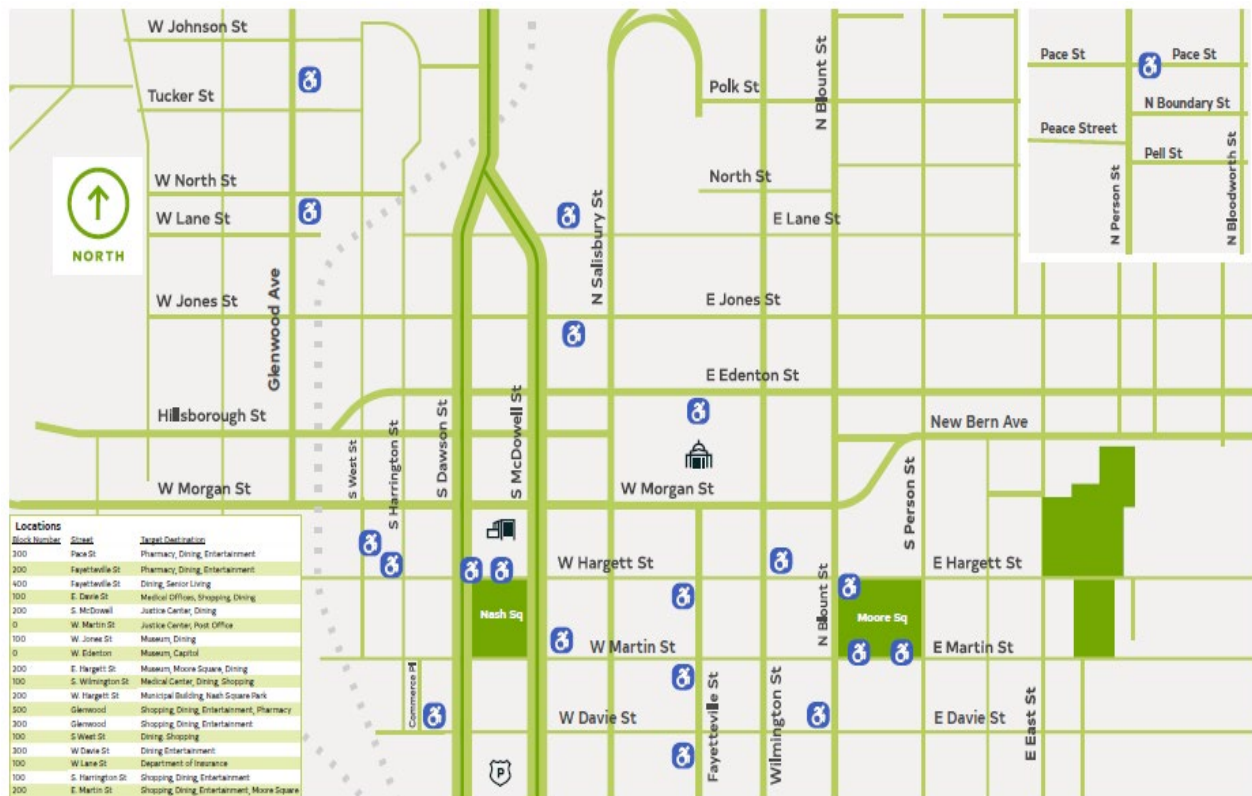
Transportation staff acts as a connection for both stakeholder groups to evaluate and provide feedback on all ADA parking spaces in downtown Raleigh. The evaluation of an ADA space factors in the utilization or occupancy of each space and user feedback. Any parking space that was utilized below 20% and over 80% was flagged by staff to present to the Committee for discussion. During the discussion, staff collaborated with the Committee on possible solutions for the flagged items such as relocation (for spots that were <20% utilization) or adding an ADA space (for spaces > 80% utilization). Once the group recommends a solution, staff presents the Committee's feedback to DRA's Accessibility Task Force for their input. If the Task Force concurs, staff moves forward with the recommended action and notifies the Committee and Task Force of any action moving forward. If one group does not agree, staff brings leaders of both groups together to discuss a common solution.

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222 West Hargett Street
Raleigh, North Carolina 27601

One Exchange Plaza
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Raleigh, North Carolina 27601

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

Transportation staff relies heavily on the Committee's input on Raleigh's delineated ADA parking spaces by providing the City with both quantitative and qualitative analysis to add, relocate or remove ADA parking spaces from the on-street parking ecosystem. As a result of this collaboration, the ADA spaces have increased from 16 to 18 metered spaces (with two new proposed to mitigate ADA spaces impacted by the Downtown North-South Greenway Connector project that is scheduled to be installed in mid-late summer 2020). There is also one non-metered ADA space located along Pace Street.



Accessible Parking Space Map



Listed below are examples of utilization charts that staff developed and discussed with the stakeholder groups:

Block Number	Street	Target Destination	Utilization
200	Fayetteville St	Pharmacy, Dining, Entertainment	38.1%
400	Fayetteville St	Dining, Entertainment	50.6%
100	E. Davie St	Medical Offices, Shopping, Dining	79.5%
200	S. McDowell St	Justice Center, Dining	136.7%
0	W. Martin St	Justice Center, Dining, USPS	91.8%
100	W. Jones St	Museum, Dining	41.2%
0	W. Edenton St	Museum, Dining	23%
200	E. Hargett St	Moore Square, Museum, Dining	73.7%
100	S. Wilmington St.	Medical Center Dining	17.4%
200	W. Hargett St.	Municipal Building, Nash Square Park	66.2%
200	W. Hargett St.	Municipal Building, Nash Square Park	66.6%
400	Glenwood Ave	Shopping, Dining, Entertainment, Pharmacy	1.5%
300	Glenwood Ave	Shopping, Dining, Entertainment	38.6%
100	S. West St	Dining, Shopping	19.6%
300	W. Davie St	Dining, Entertainment	19.8%
100	W. Lane St	Department of Insurance	24.5%

Note: A space may indicate greater than 100% utilization due to overpayment of the meter. This heavy usage suggests additional spaces may be warranted.

Zone	Utilization
Capital	
ADA Spaces	29.53%
Adjacent Spaces	48.51%
Fayetteville	
ADA Spaces	49.49%
Adjacent Spaces	46.15%
Glenwood	
ADA Spaces	20.03%
Adjacent Space	33.09%
Moore Square	
ADA Spaces	76.62%
Adjacent Spaces	87.45%
Municipal	
ADA Spaces	89.8%
Adjacent Spaces	70.64%
Warehouse	
ADA Spaces	19.7%
Adjacent Spaces	38.03%

Staff met with the Committee in January 2020 to gather feedback on the newly installed single-head, dual head and Strada parking meters as well as check-in on any issues regarding the ADA spaces or any transportation issues in general. Unfortunately, COVID-19 restrictions have limited the Committee's ability to meet since this last engagement. Most recently, staff met with the Committee Chair in June 2020 to go over updates and changes to Raleigh's parking system and inform them of the Downtown North-South Greenway Connector project and its potential impact to the program.

Overall, staff continues to partner and utilize the feedback from the Committee. They represent an inclusive group that is a wide user of Raleigh's parking infrastructure as well as Raleigh's transportation system as a whole.