



Tuesday, August 21, 2018

REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION

RALEIGH CITY COUNCIL MEETING

11:30 AM WORK SESSION

1:00 PM REGULAR SESSION, CITY COUNCIL CHAMBER, ROOM 201

222 WEST HARGETT STREET

RALEIGH, NORTH CAROLINA

Nancy McFarlane, Mayor

Corey D. Branch, Mayor Pro Tem

David N. Cox

Kay Crowder

Stef Mendell

Russ Stephenson

Nicole Stewart

Dickie Thompson

NOTICE TO HEARING IMPAIRED

Audio enhancements have been installed in the Council Chamber. Assistive listening devices are available upon request. Interpreters for deaf and hearing impaired persons are available. If needed, please provide a 24-hour notice by calling 996-3100 (voice) or 996-3107 (TDD).

A. 11:30 A.M. WORK SESSION CALLED TO ORDER BY THE MAYOR

Subject	1. Civic Campus Implementation Study
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	A. 11:30 A.M. WORK SESSION CALLED TO ORDER BY THE MAYOR
Type	Action, Discussion, Information
Recommended Action	Approve the recommendation of the Economic Development and Innovation Committee to proceed with Option 1 and direct staff to incorporate the Phase I implementation strategy into the Civic Campus Master Plan.

Beth Nooe, City Planning

On February 13, 2018, staff presented an update to City Council on the Civic Campus Master Plan. Following discussion during the work session the item was referred to the Economic Development and Innovation (EDI) committee. During the May 22 committee meeting staff presented the state of existing facilities and future implementation strategies for the proposed civic campus. Three build options for Phase 1 were presented for review. Staff also provided information about the pros and cons of each option for committee consideration.

1. Option 1, a 20-story building that would accommodate all downtown staff for up to 15 years of estimated growth.
2. Option 2, a 17-story building that would accommodate 4 years of estimated growth.
3. Option 3, a 14-story building which would not accommodate all downtown staff after construction completion.

The EDI committee unanimously approved the Option 1 implementation strategy (20-story building) into the final Civic Campus Master Plan. The committee also agreed to forward the recommendation to a council work session for review and recommendation by the full City Council.

At the work session the committee will report its recommendation to the full council. Staff will provide an overview of the three options for discussion. Included with the agenda materials is a staff memo that addresses questions that have been raised by Council.

File Attachments

[20180821PLAN Civic Campus Comparison Handout.pdf \(1,173 KB\)](#)

[20180821PLAN CCMP Memo.pdf \(66 KB\)](#)

[20180821_CCMP_CCWS-lores.pdf \(4,621 KB\)](#)

B. 1:00 P.M. REGULAR SESSION CALLED TO ORDER BY THE MAYOR

Subject 1. Invocation - Pastor Cedric Thrash, Millennium Revival Center

Meeting Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION

Category B. 1:00 P.M. REGULAR SESSION CALLED TO ORDER BY THE MAYOR

Type Information, Procedural

Subject 2. Pledge of Allegiance

Meeting Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION

Category B. 1:00 P.M. REGULAR SESSION CALLED TO ORDER BY THE MAYOR

Type Procedural

C. RECOGNITION OF SPECIAL AWARDS

D. CONSENT AGENDA

Subject 1. Consent Agenda Process

Meeting Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION

Category D. CONSENT AGENDA

Type Action (Consent)

Recommended Action Motion to approve all items of the Consent Agenda

All items on the consent agenda are considered to be routine and may be enacted by one motion. If a council member requests discussion on an item, the item will be removed from the consent agenda and considered separately. The vote on the consent agenda will be a roll call vote.

Subject 2. Donation to the Municipal Art Collection

Meeting Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION

Category D. CONSENT AGENDA

Type Action (Consent)

Preferred Date Aug 21, 2018

Fiscal Impact No

Recommended Action Accept the donation of artwork.

Sarah Powers, Office of Raleigh Arts

A large painting by prominent North Carolina artist Vernon Pratt has been offered as a gift to the City for exhibition at the Duke Energy Center for Performing Arts. Vernon Pratt was a well-respected artist and professor at Duke University in the Department of Art and Art History. The value of the artwork is estimated to be \$4,500.

File Attachments

[20180821PRCVRVernonPrattArtworkDonationMemo.pdf \(273 KB\)](#)

Subject	3. Sole Source Procurement Authorization - NRRRF Bioenergy Recovery Project CITI Instrumentation and Control System Integration Services
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	D. CONSENT AGENDA
Type	Action (Consent)
Preferred Date	Aug 21, 2018
Absolute Date	Aug 21, 2018
Fiscal Impact	No
Budgeted	Yes
Budget Source	Capital Improvement Program
Recommended Action	Authorize sole source procurement.
Aaron Brower, Public Utilities	

The Neuse River Resource Recovery Facility (NRRRF) Bioenergy Recovery Project is near the first phase of the bid stage process. The project consists of a new biosolids treatment campus including methane gas treatment and utilization of the gas for beneficial reuse.

CITI has been the instrumentation and control system integrator consultant for many projects with the Public Utilities Department over the past several years. Utilizing one integrator for the entire system minimizes the potential programming complications that can cause operational malfunctions, and reduces security risks associated with giving multiple vendors access to sensitive controls that operate the City's water and wastewater treatment plants and pump stations. CITI has submitted an estimate of \$2,989,257.00 which includes instrumentation, new PLC, Supervisory Control And Data Acquisition (SCADA) integration, and associated equipment.

As per General Statute 143-129 (e)(6), the City Council may waive competitive bidding when other overriding considerations outweigh competitive bidding. CITI has submitted an estimate for furnishing and integrating the instrumentation and control system for the Bioenergy Recovery Project in the amount of \$2,989,257 which is approximately 2.7% of the overall project costs. The construction manager and design engineer have reviewed the cost and found it to be consistent with other projects of similar size and scope. Funds will actually be encumbered under Construction Manager Contract for the Bioenergy project, as CITI will be a first tier subcontractor.

File Attachments
[20180821PUDCITISoleSourceLetter.pdf.pdf \(61 KB\)](#)

Subject	4. Housing Assistance - City Employees
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	D. CONSENT AGENDA
Type	Action (Consent)
Preferred Date	Aug 21, 2018
Absolute Date	Aug 21, 2018
Fiscal Impact	No
Budgeted	No
Recommended Action	Direct the City Clerk to record in the minutes.
Valerie Malloy, Housing & Neighborhoods	

According to the Charter of the City of Raleigh, employees of the City shall not be prohibited from participating in any rental or home ownership program sponsored or operated by the City, provided the employee meets all criteria for the program and complies with the additional condition contained in the Charter to commit to a three-year residency.

City employees are eligible to participate in the Homebuyer Assistance Program, the purpose of which is to assist first-time homebuyers with purchasing a home within the Raleigh city limits. The program is administered by the Community Development Division of the Housing and Neighborhoods Department. Program information is included with the agenda materials.

The Charter further provides that when an employee participates in a City housing program, the award shall be noted in the minutes of the City Council. The following City employee complies with the conditions set forth in the Charter, along with all criteria for participation in the Homebuyer Assistance Program: Terika Swinney.

File Attachments
[20180821HNHomebuyerAssistanceProgramCityEmployee.pdf \(972 KB\)](#)

Subject 5. Sale of Surplus Property - Rear Loader

Meeting Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION

Category D. CONSENT AGENDA

Type Action (Consent)

Preferred Date Aug 21, 2018

Fiscal Impact No

Recommended Action Adopt the resolution.

Mary Waller, Finance

State law (G.S. 160A-274) provides authority to local governments to sell personal property that is no longer of use to another governmental unit. The City has a 2009 Crane Carrier Let2-45/Heil 5000 Rear Loader Refuse Truck formerly assigned to the Solid Waste Services department that is no longer needed and is now considered surplus; the Town of Louisburg made an offer to purchase the equipment for \$25,000.

File Attachments
[20180821FINResolutionSurplusPropertyRearLoaderRefuseTruck.pdf \(9 KB\)](#)
[20180821FINTownofLouisburgOffertoPurchase.pdf \(40 KB\)](#)

E. CONSENT AGENDA - PETITION ANNEXATIONS

Subject 1. Petition Annexations - Various Locations

Meeting Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION

Category E. CONSENT AGENDA - PETITION ANNEXATIONS

Type Action (Consent)

Recommended Action Acknowledge the annexation petition, direct the City Clerk to check the sufficiency of the petitions pursuant to State statutes, and if found sufficient authorize advertisement for public hearing to be held on September 04, 2018.

Christopher Golden, City Planning

The following annexation petition has been received by the City. Additional information is included with the agenda materials.

<u>AREA NAME & DISTRICT</u> <u>ANNEXATION TYPE</u>	<u>PETITIONER</u>	<u>ACRES</u>	<u>PROPOSED USE</u>	<u>ZONING</u>	
5233 Forestville Road (C)	Charlie Yokley	0.96	Single Family Residence	R-4	Contiguous
1712 Mayridge Lane (C)	Tom Kagarise	2.98	Townhomes	R-10-CU	Contiguous

File Attachments

[20180821PLANConsentPetitionAnnexation5233ForestvilleRoad.pdf \(1,231 KB\)](#)

[20180821PLANConsentPetitionAnnexation1712MayridgeLane.pdf \(3,469 KB\)](#)

F. CONSENT AGENDA - GRANTS

Subject **1. Raleigh-Durham International Airport**

Meeting Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION

Category F. CONSENT AGENDA - GRANTS

Type Action

Recommended Action Accept the Federal Grant.

Louis Buonpane, City Manager's Office

The Raleigh Durham Airport Authority is in receipt of a grant offer from the Federal Aviation Administration (FAA) in the amount of \$12,583,007 to be applied to Taxiway B Reconstruction (FAA AIP Grant Number 3-37-0056-050-2018).

The FAA requires the cities of Raleigh and Durham and the counties of Wake and Durham, as the jurisdictions that share joint ownership of the land and the airport facility, to accept grant offers made by the FAA to the RDU Airport Authority as operator of the airport.

File Attachments

[20180821CCORDUgrant.pdf \(134 KB\)](#)

Subject **2. Grant Award – Lifetime Arts – Catalyzing Creative Aging**

Meeting Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION

Category F. CONSENT AGENDA - GRANTS

Type Action (Consent)

Fiscal Impact Yes

Dollar Amount \$7,000.00

Budgeted Yes

Recommended Action Authorize staff to execute grant acceptance documentation; authorize a budget amendment in the amount of \$7,000.

Eliza Kiser, Parks Recreation and Cultural Resources

The City has been awarded \$7,000 in funds from Lifetime Arts, in partnership with the National Guild for Community Arts Education for the Catalyzing Creative Aging grant; the grant provides funding for programs designed to increase older adults' social engagement and mastery of artistic knowledge/skill through arts learning activities. There is no City match required. On May 18, 2018, the grant application was administratively reviewed and the grants committee authorized the application submittal. A budget amendment in the amount of \$7,000 is necessary to appropriate the grant proceeds.

File Attachments

[20180821CatalyzingCreativeAgingBudgetMemo.pdf \(112 KB\)](#)

Subject **3. RPD BikeSafe Coordinator Grant**

Meeting Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION

Category F. CONSENT AGENDA - GRANTS

Type Action (Consent)

Preferred Date Aug 21, 2018

Absolute Date Aug 21, 2018

Fiscal Impact No

Recommended Action Approve submittal of the grant application and authorize the Mayor to execute the Local Governmental Resolution.

Dawn Myers, Police

The City is seeking grant funding from the National Highway Traffic Safety Administration (NHTSA) through the Governor's Highway Safety Program (GHSP), which has named an RPD officer as the regional coordinator for its BikeSafe motorcycle safety program. As part of the duties for the program, the regional coordinator is required to hold quarterly program meetings and also travel to two out-of-state conferences. GHSP is providing the funds through its grant system to allow the regional coordinator to hold the meetings and to travel to the conferences. The grant is funded at 100 percent and will pay a total of \$5,000. On January 25, 2018, the City grants program managers reviewed and provided authorization for the department to proceed with submitting the grant application.

File Attachments

[20180821RPDBikeSafeResolution.pdf \(90 KB\)](#)

[20180821RPDBikeSafeApplication.pdf \(124 KB\)](#)

Subject 4. 2017 High Intensity Drug Trafficking Area Grant Amendment

Meeting Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION

Category F. CONSENT AGENDA - GRANTS

Type Action (Consent)

Preferred Date Aug 21, 2018

Absolute Date Aug 21, 2018

Fiscal Impact Yes

Dollar Amount \$7,269.00

Budgeted Yes

Recommended Action Accept the grant award; authorize staff to execute the grant contract amendment; and authorize a budget amendment in the amount of \$7,269.

Dawn Myers, Police

The City has been awarded an additional \$6,000 from the Federal Office of National Drug Control and Policy to pay overtime for police detectives to conduct investigations related to drug trafficking and money laundering. There is a \$1,269 match required for this grant. These funds will be added to the current 2017 HIDTA grant of \$20,000 which was approved by Council on September 5, 2017. On August 22, 2017, the City grants program managers reviewed and provided authorization for the department to proceed with submitting the original 2017 HIDTA grant application. The City grants program managers and Grants Committee have been made aware of the additional funding award.

File Attachments

[20180821HighIntensityDrugTraffickingAreaGrant2017BudgetMemo.pdf \(111 KB\)](#)

Subject 5. 2018 High Intensity Drug Trafficking Area Grant

Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	F. CONSENT AGENDA - GRANTS
Type	Action (Consent)
Preferred Date	Aug 21, 2018
Absolute Date	Aug 21, 2018
Fiscal Impact	Yes
Dollar Amount	\$32,711.00
Budgeted	Yes
Recommended Action	Accept the grant award, authorize the City Manager to execute the 2018 HIDTA contract, and approve a budget amendment in the amount of \$32,711.

Dawn Myers, Police

The City has been awarded \$27,000 from the Federal Office of National Drug Control and Policy to pay overtime for police detectives to conduct investigations related to drug trafficking and money laundering. The Raleigh area was designated as a High Intensity Drug Trafficking Area in 2007, and the Raleigh Police Department has been participating in this grant program since that time. There is a \$5,711 match required for this grant. On August 9, 2018, the Grants Committee reviewed and provided authorization for the department to proceed with submitting the grant application.

File Attachments
[20180821HighIntensityDrugTraffickingAreaGrant2018BudgetMemo.pdf \(112 KB\)](#)

Subject **6. 2018 Justice Assistance Grant**

Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	F. CONSENT AGENDA - GRANTS
Type	Action (Consent)
Preferred Date	Aug 21, 2018
Absolute Date	Aug 21, 2018
Fiscal Impact	Yes
Dollar Amount	\$144,584.00
Recommended Action	Authorize submission of the grant application, authorize the City Manager to execute the required Memorandum of Understanding, and authorize a budget amendment in the amount of \$144,584.

Dawn Myers, Police

The Raleigh Police Department is preparing to submit a grant application in partnership with the Wake County Sheriff's Office to the Bureau of Justice Assistance for formula funding from the 2018 Justice Assistance Grant program. A copy of the grant application is included with the agenda packet for review. The Raleigh Police Department will be the fiscal agent of the grant. Most of the grant funding for the department will be used to pay overtime and fringes to sworn officers working on intelligence-led policing projects, and a portion will be held in reserve for possible expenses related to obtaining compliance with upcoming federal data reporting requirements. A total of \$144,584 in federal funding was allocated to the Raleigh/Wake County area. The RPD's portion of funding based on disparate jurisdiction will be \$79,521; the Wake County Sheriff's Office portion is \$65,063. No cash match is required for this grant. On August 9, 2018, the Grants Committee reviewed and authorized submission of the Justice Assistance Grant application.

File Attachments
[20180821RPD2018JAGApplication.pdf \(215 KB\)](#)
[20180821JusticeAssistanceGrant2018BudgetMemo.pdf \(112 KB\)](#)

G. CONSENT AGENDA - EASEMENTS

Subject	1. Easement Request from Duke Energy Progress, LLC - 3304 & 3306 Holston Lane
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	G. CONSENT AGENDA - EASEMENTS
Type	Action (Consent)
Preferred Date	Aug 21, 2018
Absolute Date	Aug 21, 2018
Fiscal Impact	No
Recommended Action	Authorize City officials to execute the proposed Electric Transmission Line Easement and Guying Easement subject to City Attorney and City Manager approval of the final easement document.

Sarah Beth Gentry, City Planning

Duke Energy Progress, LLC ("Duke Energy") has requested new easement area on City property located at 3304 & 3306 Holston Lane in order to relocate transmission and distribution power lines due to emergent issues associated with stream erosion from Crabtree Creek. Duke Energy has existing easements on the properties but needs to shift the infrastructure in order to better protect it from the stream. The work to be completed by Duke Energy needs to occur in the Spring or Fall when power needs are typically lower. Staff requested Council approval of a Right of Entry at the July 3rd Council meeting for a Right of Entry for clearing rights in order to allow Duke Energy to stay on it's desired schedule and due to the emergent nature of the need. City staff has worked through the details of the final easement and compensation for the new easement areas based on an appraisal by an independent appraiser. This project will require closure of a portion of greenway trail as well as coordination with Public Utilities for maintenance needs associated with existing sewer and water infrastructure in the area. Parks, Recreation & Cultural Resources, the maintenance manager for the properties, has reviewed this request and is in support of the relocation subject to certain conditions regarding temporary greenway trail closures and access across the greenway trail area. Duke Energy has offered the City \$54,500 in exchange for 0.971 acres of electric transmission line easement and .022 acres of guying easement which is consistent with the appraised per square foot value for the property. The proposed easement area is shown on the proposed easement exhibit map attached.

File Attachments

[20180821PLANEasementRequestHolstonLaneExhibitMap.pdf \(1,245 KB\)](#)

[20180821PLANEasementRequestHolstonLaneVicinityMap.pdf \(977 KB\)](#)

H. CONSENT AGENDA - CONTRACTS AND CONSULTANT SERVICES

Subject	1. Interlocal Agreement - Town of Wake Forest
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	H. CONSENT AGENDA - CONTRACTS AND CONSULTANT SERVICES
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$803,605.00
Budgeted	Yes
Budget Source	Operating Budget
Recommended Action	Authorize the City Manager to execute the interlocal agreement.

David Eatman, Transportation

Staff has coordinated efforts with the town of Wake Forest to continue providing the Wake Forest Loop bus route. This agreement continues existing services for a consistent, high quality bus route for the citizens of Wake Forest and Raleigh residents in the Wakefield area. The Wake Forest Loop operates five days a week, Monday thru Friday, and operates a circular loop connecting town residents with local retail outlets. It provides two deviations; one that circulates through lower-income areas in the peak periods to assist with job connectivity and an off-peak deviation that provides service to a senior community during the mid-day hours for shopping and dining.

This transit service began in November 2008. The new agreement is for a term of three years and will generate approximately \$803,605 in revenue for the City over the life of the agreement. GoRaleigh transit funds 23% of the annual cost of the route with Wake Forest funding 77% of the service; the split in cost is based on the amount of route mileage located in each jurisdiction.

File Attachments

[20180821RDOTWakeForestInterlocalAgreement.pdf \(44 KB\)](#)

Subject	2. Professional Services - Preliminary Permitting of Future Resource Recovery Facilities - Black & Veatch
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	H. CONSENT AGENDA - CONTRACTS AND CONSULTANT SERVICES
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$595,000.00
Budgeted	Yes
Budget Source	Capital Project: Preliminary Permit Study Wastewater Treatment Plan Expansion
Recommended Action	Authorize the City Manager to execute the contract for professional services with Black & Veatch for the preliminary permitting of Future Resource Recovery Facilities Project in an amount not to exceed \$595,000.

Eileen Navarrete, Public Utilities

On December 8, 2017, three statements of qualifications were received for professional engineering services for the Preliminary Resource Recovery Facilities Permitting Project. The 2014 Sanitary Sewer Capacity Study (SSCS) projected flows for the existing and future Public Utilities service area. To meet these projected flows, the Public Utilities Department is evaluating the expansion of the existing wastewater treatment facilities and/or the installation of new wastewater treatment facilities in the potential future service areas. Additionally, as previously approved by Council on May 15, 2018, the City has entered into a Memorandum of Understanding with the Town of Fuquay-Varina and Johnston County to conduct regional wastewater studies to determine the feasibility of future joint wastewater treatment facilities.

After a review of the statements of qualifications, it was determined that Black & Veatch was the most qualified firm for this project. The proposed contract will include preliminary facility site assessments and updates to the Secondary and Cumulative Impacts Management Plan.

Name of Project:	Preliminary Permit Study - Wastewater Treatment Plan Expansion Project
Managing Division:	Public Utilities – Capital Improvements Management
Approval Request:	Contract Award
Reason for Council Review:	RFQ Selection
Original CIP Project Budget:	\$750,000
Vendor:	Black & Veatch
Prior Contract Activity:	N/A
Encumbered with this Approval:	\$595,000

Subject	3. Professional Services - On-Call Engineering Master Services Agreement - CDM Smith, Inc.- Contract Amendment Two
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Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	H. CONSENT AGENDA - CONTRACTS AND CONSULTANT SERVICES
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$713,000.00
Budgeted	Yes
Recommended Action	Authorize the City Manager to execute the Master Services Agreement amendment with CDM Smith, Inc. in an amount not to exceed \$713,000.

Eileen Navarrete, Public Utilities

On May 16, 2017, City Council approved the qualifications based selection of CDM Smith, Inc. to provide professional engineering services for the FY17 On-Call Engineering Master Services Agreement. The contract provides funding for engineering services that include design of water distribution and sanitary sewer collection projects with construction costs less than \$3,000,000. In addition engineering services may include the design of minor water and wastewater treatment plant projects with construction costs less than \$5,000,000.

Staff is requesting an amendment to the CDM Smith, Inc. FY17 On-Call Engineering Master Services Agreement in the amount of \$713,000 to continue these professional engineering services. Because this is a Master Services Agreement, no funds will be encumbered at this time. Funds will be encumbered from the appropriate project accounts based on statements of work. The amendment also includes a contract time extension from July 20, 2019 to July 20, 2020.

Contract History	
Name of Project:	FY17 On-Call Engineering Master Services Agreement
Managing Division:	Public Utilities - Capital Improvements Division
Approval Request:	Contract Amendment
Reason for Council Review:	Contract Amendment > \$150,000 (Policy)
Vendor:	CDM Smith, Inc.
Prior Activity:	\$600,000, Approved by Council May 16, 2017
Amendment 1:	\$149,000, Administrative
Amount of this Amendment:	\$713,000
Encumbered with this Approval:	N/A

Subject 4. Professional Services - EM Johnson Water Treatment Plant Sodium Permanganate Facility - Hazen and Sawyer - Contract Ratification and Amendment No. One

Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	H. CONSENT AGENDA - CONTRACTS AND CONSULTANT SERVICES
Type	Action (Consent)
Preferred Date	Aug 21, 2018
Absolute Date	Aug 21, 2018
Fiscal Impact	Yes
Dollar Amount	\$375,000.00
Budgeted	Yes
Budget Source	Capital Improvement Program
Recommended Action	Ratify the contract and authorize the City Manager to execute a contract amendment in an amount not to exceed \$375,000. Authorize the associated budget transfer in the amount of \$268,000.

Eileen Navarrete, Public Utilities

The City currently working with Hazen and Sawyer, PC to provide professional engineering services related to the construction of the EMJ Johnson Water Treatment Plant Sodium Permanganate Facility. The project consists of the construction of a new bulk chemical storage and feed facility

housed in a spill containment building. The work includes all associated piping, valves, chemical feed pumps, electrical instrumentation, HVAC, and all other related items to render the facility complete and operational.

The original contract with Hazen and Sawyer was approved by Council on January 6, 2015, included construction phase services for the project, and expired effective July 2016.

This contract amendment in the amount of \$375,000 is for remaining construction administration and construction field services to cover additional costs incurred due to unforeseen conditions, the default of the original construction contractor, and a 21-month construction duration extension beyond the original schedule. Due to these unforeseen circumstances, delays, and expiration of the original contract, Council is required to ratify the original contract as well as authorize the contract amendment.

Funding the amendment requires a budget transfer in the amount of \$268,000; source of funding for the budget transfer is the water plant facility rehabilitation capital budget.

Name of Project:	EM Johnson Water Treatment Plant Sodium Permanganate Facility
Managing Division:	Public Utilities - Capital Improvements Division
Approval Request:	Contract Amendment
Reason for Council Review:	Contract Amendment >\$150,000
Vendor:	Hazen and Sawyer
Prior Activity:	\$431,400, Approved by Council January 6, 2015
Amount of this Amendment:	\$375,000
Encumbered with this Approval:	\$806,400

File Attachments
[20180821EMJohnsonWaterTreatmentPlantBudgetMemo.pdf \(113 KB\)](#)

Subject	5. Professional Services - Walnut Creek Wetland Park - Alta Planning + Design, Inc.
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	H. CONSENT AGENDA - CONTRACTS AND CONSULTANT SERVICES
Type	Action (Consent)
Preferred Date	Aug 21, 2018
Absolute Date	Aug 21, 2018
Fiscal Impact	No
Budgeted	Yes
Budget Source	Capital Budget

Recommended Action Authorize the City Manager to execute a contract in an amount not to exceed \$193,056.

Shawsheen Baker, Parks Recreation and Cultural Resources

Project History and Background

Alta Planning + Design, Inc. entered into a contract with the City January 31, 2017 to provide consulting services for the Walnut Creek Wetland Park Master Plan, which was adopted by City Council in January 2018.

An additional contract is now necessary for Phase 1 improvements including design, construction documentation, permitting, bidding, construction administration and project close-out. The option to extend services was included as part of the original Request for Qualifications selection and evaluation process: "Pending satisfactory performance on the park master plan phase of the project, the City will retain the option to extend the contract to include the design and construction administration phase."

Funding in the amount of \$850,000 is appropriated in the capital budget for design and construction of Phase I improvements of the adopted master plan.

Name of Project: Walnut Creek Wetland Park

Managing Division: Parks, Recreation and Cultural Resources
Approval Request: Consultant services contract award
Reason for Council Review: Professional services contract > \$150,000
Original CIP/Bond Budget: \$1,000,000
Prior Contract Amount: \$147,270 for master plan
Current Contract Award: \$193,056 for design and construction admin.
Vendor: Alta Planning + Design, Inc.
Encumbered with this Approval: \$193,056
Budget Transfer Required: No.

Estimated Project Schedule:

Schematic Design and Public Review: Fall-Winter 2018
Schematic Design City Council Approval: Spring 2019
Construction Documentation, Permitting and Bidding: Summer-Winter 2019
Construction: Spring-Fall 2020

File Attachments
[20180821PRCROWalnutCreekWetlandParkDesignProposal.pdf \(264 KB\)](#)

Subject	6. Professional Services - Churchill Road Culvert Replacement - Brown and Caldwell - Amendment No. Five
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	H. CONSENT AGENDA - CONTRACTS AND CONSULTANT SERVICES
Type	Action (Consent)
Preferred Date	Aug 21, 2018
Absolute Date	Aug 21, 2018
Fiscal Impact	Yes
Dollar Amount	\$214,970.00
Budgeted	Yes
Budget Source	Stormwater Capital Improvement Program Fund
Recommended Action	Authorize the City Manager to execute contract amendment number five with Brown and Caldwell in an amount not to exceed \$214,970.

Veronica High, Engineering Services

Brown & Caldwell was one of six engineering firms selected to provide on-call engineering services to the Stormwater Management Program and approved by City Council at the July 7, 2015 meeting. The City entered into an initial contract (SW34-15) with Brown & Caldwell at that time in the amount of \$10,000 with the understanding that the contract would be amended in the future on a per project basis based upon review and approval of additionally proposed scopes of services and negotiated fees. The Stormwater Management Division would like to utilize Brown and Caldwell to prepare the design, construction plans, permitting, and construction support for the Churchill Road Culvert Replacement Project, which is along the Southwest Prong of Beaverdam Creek.

Project Overview

The Churchill Road Culvert Replacement Project is a City of Raleigh Stormwater Capital Improvement Project that was developed with the following goals:

1. Improve roadway safety at both Churchill Road and Banbury Road. The current roadway culvert is severely undersized conveying less than a two-year flood event. The City is proposing a design that carries stormwater runoff through the drainage system at a 25-year peak flow and with the road over-topping by one foot in the 100-year flood, which has a one percent chance of occurring in a given year. This design is particularly important since the culvert is located on a stream studied by the Federal Emergency Management Agency (FEMA).
2. Improve culvert outfall conditions and address safety concerns associated with stream bank instability.

Funding for this project is available within the Stormwater Management Capital Improvement Program funds.

Name of Project:	Churchill Road Culvert Replacement Project
Managing Division:	Engineering Services - Stormwater Management
Approval Request:	Contract Award
Reason for Council Review:	Engineering Services Contract Amount > \$150,000
Available CIP Budget:	\$680,000
Vendor:	Brown and Caldwell
Prior Contract Activity:	Original contract \$10,000 (Council Award 7/7/2015)
Amendment One:	\$116,322 (Executed 6/22/16)
Amendment Two:	Time Extension Only (Executed 8/24/16)
Amendment Three:	Time Extension Only (Executed 9/21/17)
Amendment Four:	Time Extension Only (Administrative Approval Pending)
Currently Encumbered:	\$126,322
Amount of This Contract Amendment:	\$214,970
Encumbered with This Approval:	\$341,292
Budget Transfer Required:	None

File Attachments
20180821ESDChurchillRoadCulvertImprovementProject.pdf (25 KB)

Subject	7. Contract Services - FY17 On Call Engineering Services - Kimley-Horn and Associates - Contract Amendment One
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	H. CONSENT AGENDA - CONTRACTS AND CONSULTANT SERVICES
Type	Action (Consent)
Preferred Date	Aug 21, 2018
Absolute Date	Aug 21, 2018
Fiscal Impact	Yes
Dollar Amount	\$600,000.00
Budgeted	Yes
Recommended Action	Authorize the City Manager to execute the contract amendment with Kimley-Horn and Associates in an amount not to exceed \$600,000.

Eileen Navarrete, Public Utilities

On May 16, 2017, City Council approved the qualifications based selection of Kimley-Horn and Associates to provide professional engineering services for the FY17 On-Call Engineering Master Services Agreement. The contract provides funding for engineering services that include design of water distribution and sanitary sewer collection projects with construction costs less than \$3,000,0000. In addition engineering services may include the design of minor water and wastewater treatment plant projects with construction costs less than \$5,000,000.

Staff is requesting an amendment to the Kimley-Horn and Associates. FY17 On-Call Engineering Master Services Agreement in the amount of \$600,000 to continue these professional engineering services. Because this is a Master Services Agreement, no funds will be encumbered at this time. Funds will be encumbered from the appropriate project accounts based on statements of work. The amendment also includes a contract time extension from June 20, 2019 to June 20, 2020.

Contract History	
Name of Project:	FY17 On-Call Engineering Master Services Agreement
Managing Division:	Public Utilities - Capital Improvements Division
Approval Request:	Contract Amendment
Reason for Council Review:	Contract Amendment > \$150,000 (Policy)
Vendor:	Kimley-Horn and Associates
Prior Activity:	\$600,000, Approved by Council May 16, 2017
Amount of this Amemdment:	\$600,000
Encumbered with this Approval:	N/A

Subject	8. Contract Services -Real Property Lease - Fire Station 23 - Amendment No. One
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	H. CONSENT AGENDA - CONTRACTS AND CONSULTANT SERVICES
Type	Action (Consent)
Preferred Date	Aug 21, 2018
Absolute Date	Aug 21, 2018
Fiscal Impact	Yes
Dollar Amount	\$250,000.00
Budgeted	Yes
Budget Source	100-4210-711070-361
Recommended Action	Authorize the City Manager to execute the agreement amendment.
Adam Perry, Fire	

On July 19, 1999, the City entered into an agreement with Durham Highway Fire Protection Association, Inc. for the lease of the fire station facility at 8312 Pinecrest Road, which serves as the City's Fire Station #23. The original term of the 1999 lease is for a period of twenty-five (25) years, which is scheduled to expire July 19, 2024. The agreement specified the annual lease amount for the first twenty (20) years of the agreement, but did not define the amount for the last five (5) years of the term. The annual lease amount for the final five (5) years of the agreement term have been negotiated in an amount of \$50,000 per year.

Additionally, at the time of the original agreement, the lessor was required to maintain two (2) fire apparatus within the premises for purpose of Insurance Services Office (ISO) requirements. Revised ISO requirements have since reduced this requirement to only one (1) fire apparatus by the lessor.

Staff recommends approval of the agreement amendment to define the annual lease amount for the final five (5) years of the term, and to revise the agreement language that defines the number of fire apparatus to be maintained on the premises by the lessor accordingly.

File Attachments
[20180821RFDFFireStation23LeaseAgreementAmendment#1.pdf \(41 KB\)](#)

Subject	9. Contract Services - Off-Street Parking Deck Safety Ambassadors - Downtown Raleigh Alliance, Inc.
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	H. CONSENT AGENDA - CONTRACTS AND CONSULTANT SERVICES
Type	Action (Consent)
Preferred Date	Aug 21, 2018
Fiscal Impact	Yes
Dollar Amount	\$488,014.00
Budgeted	Yes
Budget Source	442-7465-708900-272
Recommended Action	Authorize the City Manager to execute the contract in an amount not to exceed \$488,014.
Paul Kallam, Transportation	

The City has an existing contract for security with the Downtown Raleigh Alliance (DRA) to provide security patrols for parking decks and surface parking lots in the downtown area. The current contract expires August 31, 2018 and a new contract has been proposed to continue this service for the period September 1, 2018 to August 31, 2019. The contract amount for the patrolling eight parking deck and four surface lots is \$488,014, which reflects a zero percent increase from the current contract.

Name of Project: DRA Safety Ambassador
Managing Division: Transportation - Parking
Request Reason: Contract Amount > \$150,000
Vendor: Downtown Raleigh Alliance

Prior Contract Activity: \$329,589 (TO 32-09, FY10)
 \$339,477 (TO 38-10, FY11)
 \$367,043 (TO 23-11, FY12)
 \$425,985 (TO 35-12, FY13)
 \$432,375 (TO 44-13, FY14)
 \$455,646 (TO 46-14, FY15)
 \$469,315 (TO 45-15, FY16)
 \$477,800 (TO 40-16, FY17)
 \$488,014 (TO 37-17, FY18)
 \$81,336 (TO 44-18, July/August 2018)

Previous Budget Transfers: None
Budget Transfer: None
New Project Budget: \$488,014
Currently Encumbered: \$0
Amount of this Contract: \$488,014
Encumbered with this approval: \$488,014

File Attachments
[20180821RDOTOffStreetParkingDecksSafetyAmbassadorContract.pdf \(152 KB\)](#)
[20180821RDOTOffStreetParkingDeckSafetyAmbassadorQuote.pdf \(334 KB\)](#)

Subject	10. Contract Services - Criminal Background Checks - Amendment No. 2
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	H. CONSENT AGENDA - CONTRACTS AND CONSULTANT SERVICES
Type	Action (Consent)
Preferred Date	Aug 21, 2018
Absolute Date	Aug 21, 2018
Fiscal Impact	No
Dollar Amount	\$440,000.00
Budgeted	Yes
Budget Source	Operating Budget
Recommended Action	Authorize the City Manager to execute a contract amendment in the total amount of \$440,000, not to exceed \$110,000 per year.
Tim Mayes, Human Resources	

The City received bids in 2017 for criminal background checks for recruitment purposes and selected CriminalRecordCheck.com as the vendor. Before this effort, the City acquired background checks from a variety of vendors and states, depending on the applicant's residential history. For that reason, the City was not able to produce a history of costs due to the unpredictable fees from the different entities and had initially contracted with the new vendor to consolidate all investigations at an amount of \$25,000 per year for two years.

As a result of the unanticipated increase in new employees, it became apparent that the actual number of background investigations would far exceed the original anticipated amount. In January of 2018, Amendment 1 was issued in the amount of \$85,000 to provide for the compensation of the actual number of required screenings, increasing the total for the 2018 fiscal year to \$110,000.

The purpose of this amendment is to revise the contract amount to more accurately reflect the actual number of background checks required by the City for new hires.

We request approval to increase the contract value to an annual amount of not to exceed \$110,000, which, including the option of (two) one-year extensions, would equal a total of not to exceed \$440,000.

Name of Contract:	Criminal Background Checks – Amendment 2
Managing Division:	Human Resources – Recruitment
Approval Requested:	Consent Agenda – Contracts and Consulting
Reason for City Council Review:	>\$150,000
Original Contract Amount:	\$50,000
Vendor:	CriminalRecordCheck.com
Prior Contract Activity:	Original Contract \$25,000/year - \$50,000 total Amendment 1 – add \$85,000 to cover first year expenses for new total contract amount of \$135,000
Amount of this Amendment:	Add \$85,000 to encumber \$110,000 for year 2 of contract and allow for \$110,000 per annum for possible contract extension(s)
Reason for this Amendment:	Continuation of services
Encumbered with this Approval:	\$110,000
Anticipated Future Amendments:	None
Budget Transfer Required:	None

Subject	11. Contract Services - Employee Dental Plan Administration - Delta Dental of North Carolina
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	H. CONSENT AGENDA - CONTRACTS AND CONSULTANT SERVICES
Type	Action (Consent)
Preferred Date	Aug 21, 2018
Absolute Date	Aug 21, 2018
Fiscal Impact	No
Budgeted	Yes
Budget Source	ISF Dental Trust
Recommended Action	Authorize the City Manager to negotiate and execute a contract with Delta Dental of North Carolina for dental plan administration.
Tim Mayes, Human Resources	

The City has a self-funded employee dental insurance plan currently administered by Ameritas Life Insurance Corporation. The term of the contract is October 1, 2014 through December 31, 2018.

The City opted to conduct a competitive bid process for administration of the dental plan to explore lower cost alternatives and cost savings. The City utilized the services of the benefits consultant, Willis Towers Watson, for management of the marketing and bid process.

Five competitive bids were received for the marketing and bid process for the City's dental plan. Factors evaluated included but were not limited to:

1. Contract Basis
2. Plan Design
3. Network Coverage
4. Administrative Fees
5. Data Transmission Feeds
6. Performance and Discount Guarantees

As a result of the competitive bidding process, it is recommended that Delta Dental of North Carolina be retained as administrator for the City's employee dental plan. Highlights of the basis for the recommendation are as follows:

1. Delta Dental offers a fifty-three percent increase in the number of In-Network providers for plan participants.
2. Delta Dental guarantees the same dental plan design as the current plan.
3. Delta Dental offers estimated annual cost savings in excess of \$200,000 for administrative fees and claims costs combined.
4. Delta Dental has a very competitive administrative fee of \$2.91 per subscriber per month.

A three-year contract term with two (2) one-year renewal options is recommended.

Subject	12. Contract Services - Lower Marsh Creek Sanitary Sewer Rehabilitation - Moffat Pipe, Inc. - Change Order No. Two
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	H. CONSENT AGENDA - CONTRACTS AND CONSULTANT SERVICES
Type	Action (Consent)
Preferred Date	Aug 21, 2018
Absolute Date	Aug 21, 2018
Fiscal Impact	Yes
Dollar Amount	\$1,127,497.00
Budgeted	Yes
Budget Source	Capital Project: Main Replacement
Recommended Action	Authorize the City Manager to execute the change order with Moffat Pipe in the amount not to exceed \$1,127,497.

Eileen Navarrete, Public Utilities

On January 3, 2017, City Council awarded a construction contract to Moffat Pipe, Inc. for the Lower Marsh Creek – Sanitary Sewer Rehabilitation project. This project includes the rehabilitation of 2,500 linear feet (LF) of sanitary sewer by cured-in-place pipe (CIPP) lining, manhole rehabilitation, temporary sewer bypass pumping systems, point repairs and manhole replacements. The project work areas were determined by the City of Raleigh Public Utilities Department's Asset Management Program, which strives to rehabilitate aging infrastructure in a timely manner.

Moffat Pipe, Inc. submitted the lowest responsive bid in the amount of \$1,865,325 with a deductive change order of \$666,300.00 resulting in a new contract value of \$1,199,025.

Once the by-pass pumping system was operational, it allowed for more thorough inspection of the mains, which resulted in discovery of additional sanitary sewer main corrosion in locations that were not previously visible for inspection. The newly discovered corrosion impacts an additional 1,700 LF of 36-inch interceptor along Marsh Creek. Staff recommends rehabilitation of these pipes to avoid a failure along Marsh Creek and under an adjacent railroad. The majority of the change order costs utilize competitively bid unit prices in the original contract, and avoid the cost of mobilization and setup for a new by-pass system.

Staff recommends rehabilitating the corroded sanitary sewer pipes via cured-in-place pipe (CIPP) lining, and has negotiated a change order amount of \$1,127,497. The new total contract amount would be \$2,326,522. The associated transfer will be handled administratively.

Contract History	
Name of Project:	Lower Marsh Creek - Sanitary Sewer Rehabilitation
Managing Division:	Public Utilities - Capital Improvements Division
Approval Request:	Change Order
Reason for Council Review:	Change Order>\$500,000
Vendor:	Moffat Pipe, Inc.
Original Contract:	\$1,199,025
Change Order One:	\$666,300 (Deduct, approved by Council January 3, 2017)
Amount of this Change Order:	\$1,127,497
Encumbered with this Approval:	\$2,326,522

Subject	13. Contract Services - Information Technology Staffing - Hiring Agency Master Agreements
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	H. CONSENT AGENDA - CONTRACTS AND CONSULTANT SERVICES

Type	Action (Consent)
Preferred Date	Aug 21, 2018
Absolute Date	Aug 21, 2018
Budget Source	Operating Budget
Recommended Action	Authorize the City Manager to execute the master agreements as well as individual statements of work on a per vendor basis.

April Webb, Information Technology

The City currently maintains master agreements with several hiring agencies for technical staffing support needs. These agreements establish standard terms and conditions for the acquisition of professional services to support various IT initiatives. The agreements serve as contract vehicles which allow the City to acquire professional services from individuals and firms with specific experience in the technology field to work on enterprise projects, to fill technical resource shortages, and to meet the need for immediate technical expertise that does not exist within existing City personnel.

In the next few years professional services are expected to be utilized to supplement staffing for enterprise applications and infrastructure, security and business analysis. The ability to use professional services for multiple business needs is essential to operations. Examples of instances when technical staffing support is needed include but are not limited to:

Tech Fund Project Support – est. \$283,000 annually for the management and support of the Enterprise Technology Capital Projects.
PCI / Security Compliance - est. \$180,000 annually for the management of PCI standards and city-wide compliance in accordance with the PCI Annual Attestation Project
PeopleSoft Consultant - est. \$150,000 annually for technical support of upcoming specific ERP projects in accordance with the FY19 Peoplesoft projects as follows; Open Enrollment Phase II, Modification of Absence Events, eCompensation Manager and ePerformance.

The projects listed above and resources required to complete these projects support the Strategic Plan in several key focus areas and also provide needed staffing resources to allow the organization to refine and provide efficiencies in the various technology applications used by departments to deliver quality customer service.

Contracts with the hiring agencies listed in the table below were previously authorized on September 6, 2016, in amounts to not exceed the original amounts as indicated. Due to continuing needs for qualified professional services from these specific hiring agencies, an increase to the not to exceed amount as well as new three-year terms for each agency is recommended, as follows:

	Current Not to Exceed	Amendment	Revised Total
Accentuate Staffing	\$699,700	\$494,000	\$1,193,700
The Select Group	\$312,000	\$375,000	\$687,000
Matrix Resources, Inc.	-	\$540,000	\$540,000

Subject	14. Master Lease Agreement - ePlus Group, Inc - Lease Schedule 181
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	H. CONSENT AGENDA - CONTRACTS AND CONSULTANT SERVICES
Type	Action (Consent)
Preferred Date	Aug 21, 2018
Absolute Date	Aug 21, 2018
Fiscal Impact	Yes
Dollar Amount	\$355,248.00
Budgeted	Yes

Budget Source Department Lease Accounts

Recommended Action Authorize the City Manager to execute Lease Schedule 181.

April Webb, Information Technology

The City utilizes a leasing company to provide technology equipment including desktop computers, laptops, phones, projectors, as well as network equipment such as switches, routers and servers. The Master Lease Agreement provides for new equipment to be leased via a series of quarterly lease schedules. Lease Schedule 181 is in the amount of \$355,248. Lease Schedule 181 is for a four-year term. Lease Schedule 181 exceeds the City Manager's approval threshold of \$150,000.

File Attachments

[20180821ITePlus179Memo.pdf \(12 KB\)](#)

I. CONSENT AGENDA - ENCROACHMENT REQUESTS

Subject	1. Encroachment request - 3607 Trust Drive, 3251 Mayflower Drive, 405 North Salisbury Street
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	I. CONSENT AGENDA - ENCROACHMENT REQUESTS
Type	Action (Consent)
Fiscal Impact	No
Budgeted	No
Recommended Action	Approve the encroachment subject to completion of a liability agreement and documentation of proof of insurance by the applicant.

Noah Otto - Development Services

Fiber Technologies Networks, LLC is proposing new small cell poles in the public right-of-way at the following locations:

- 3607 Trust Drive - 35' steel pole;
- 3251 Mayflower Drive - 40' steel pole;
- 405 North Salisbury Street - replacing an old 28' light pole with a new 35' pole in a new location.

File Attachments

[20180821DSEncroachment3607TrustDrive3251MayflowerDrive405NorthSalisburyStreet.pdf \(11,183 KB\)](#)

Subject	2. Encroachment request - 4101 Doie Cope Road, 1802 Glenwood Avenue, 7781 Brier Creek Parkway
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	I. CONSENT AGENDA - ENCROACHMENT REQUESTS
Type	Action (Consent)
Fiscal Impact	No
Budgeted	No
Recommended Action	Approve the encroachment subject to completion of a liability agreement and documentation of proof of insurance by the applicant.

Spirit Communications is proposing conduit and fiber installation in the public right-of-way along the following roads:

- Grove Barton Road - 484 linear feet
- Doie Cope Road - 1176 linear feet
- White Oak Road (serving 1802 Glenwood Road property) - 34 ft linear feet

- Brier Creek Parkway - 1,112 linear feet
- TW Alexander Drive- 967 linear feet
- Del Webb Arbors - 408 linear feet

File Attachments

[20180821DSEncroachment4101DoieCopeRoad1802GlenwoodAvenue7781BrierCreekParkway.pdf \(23,447 KB\)](#)

J. CONSENT AGENDA - BUDGET AMENDMENTS AND TRANSFERS

Subject	1. Kiwanis Club of Raleigh Partnership Agreement Amendment
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	J. CONSENT AGENDA - BUDGET AMENDMENTS AND TRANSFERS
Type	Action (Consent)
Preferred Date	Aug 21, 2018
Fiscal Impact	Yes
Dollar Amount	\$318,000.00
Budgeted	No
Recommended Action	Receive contribution from Raleigh Kiwanis Club and authorize a budget amendment of \$318,000. Scott Payne, Parks Recreation and Cultural Resources Department

On August 31, 2015, the City entered into a partnership agreement with the Kiwanis Club of Raleigh. The Kiwanis Club is a voluntary community service organization committed to improving the world one child and one community at a time. The Kiwanis Club of Raleigh was founded in April, 1920. The Club will be celebrating its 2020 centennial by participating in a major project benefiting all children in Raleigh. The club, in conjunction with Raleigh Kiwanis Foundation, initiated a fundraising project with a goal of raising and collecting \$150,000 by April 2020.

In 2016 the club successfully raised and provided \$100,000 for the Sassafras: All Children's Playground. Since that time the Kiwanis Club of Raleigh has continued fundraising efforts, to include garnering support from members of the Kiwanis Park community, and has amended the agreement to increase the gift for Kiwanis Park to a total of \$318,000.

It would be appropriate for Council to accept the donation and authorize a budget amendment in the amount of \$318,000.

File Attachments

[20180821PRCRKiwanisClubDonation.pdf \(189 KB\)](#)

[20180821KiwanisClubofRaleighPartnershipBudgetMemo.pdf \(112 KB\)](#)

Subject	2. Together Raleigh Bus Shelter Initiative
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	J. CONSENT AGENDA - BUDGET AMENDMENTS AND TRANSFERS
Type	Action (Consent)
Preferred Date	Aug 21, 2018
Fiscal Impact	Yes
Dollar Amount	\$947.25
Budgeted	No

Budget Source Private Donation

Recommended Action Accept a donation and authorize a budget amendment in the amount of \$72,947.

Sarah Powers, Parks Recreation and Cultural Resources

As part of the Together Raleigh initiative to install artwork on Go Raleigh bus shelters throughout the City, the Salvation Army has donated \$947 to the initiative. Donations for the project now total \$72,947; it would be appropriate to authorize a budget amendment in that amount to provide for project implementation in the fall of 2018.

File Attachments

[20180821PRCRBusShelterProjectRolesResponsibilities.pdf \(31 KB\)](#)

[20180821PRCRBusShelterProjectLocationMap.pdf \(455 KB\)](#)

[20180821PRCRBusShelterProjectBudgetAmendmentMemo.pdf \(129 KB\)](#)

[20180821TogetherRaleighBusShelterProjectBudgetMemo.pdf \(112 KB\)](#)

Subject 3. NCDOT Area Study Funding

Meeting Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION

Category J. CONSENT AGENDA - BUDGET AMENDMENTS AND TRANSFERS

Type Action (Consent)

Fiscal Impact Yes

Dollar Amount \$25,000.00

Budgeted Yes

Budget Source Grant Funds

Recommended Action Accept the award from NC Department of Transportation in the amount of \$25,000, and approve the related budget amendment. Approve administrative transfer of \$100,000 to consolidate the FY17 CAMPO Project with the FY18 CAMPO Project for reporting purposes.

Chris Lukasina, CAMPO

Grants

2018 Unified Work Plan Program (Capital Area MPO-Transportation)

Background:

As work has progressed in the 2018 Unified Work Plan, several adjustments to schedules and budgets needed to be made. An updated schedule was needed for the Triangle Tolling Study to complete the study within FY's 2018 and 2019 rather than FY's 2017 and 2018. The North Carolina Department of Transportation is awarding CAMPO with additional funding in the amount of \$25,000 for an updated budget for Southwest Area Study to include additional scenario planning elements and public outreach. This request has been reviewed and approved by the CAMPO Board on December 17, 2017. These changes have been incorporated into the CAMPO 2018 Unified Work Plan Program.

File Attachments

[20180821RDOTCampoBudgetItem.pdf \(31 KB\)](#)

[20180821NCDOTAreaStudyFundingBudgetMemo.pdf \(111 KB\)](#)

Subject 4. Utility Customer Assistance Program - Partner Municipalities

Meeting Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION

Category J. CONSENT AGENDA - BUDGET AMENDMENTS AND TRANSFERS

Type Action (Consent)

Fiscal Impact Yes

Recommended Action Authorize a budget amendment in the amount of \$6,573.

Karen Ray, Public Utilities

The Public Utilities Department has an existing interlocal agreement with the Town of Garner and the Town of Rolesville to perform administrative services related to the Utility Customer Assistance Program for customers residing in the respective jurisdictions. Eligibility criteria for this program complement the Federal Low Income Energy Assistance Program (LIEAP) currently administered by Wake County Health Services.

A budget amendment in the amount of \$6,573 is necessary to appropriate the funding.

File Attachments

[20180821PUDFY2019UtilityCustomerAssistanceProgramUpdate.pdf \(374 KB\)](#)

[20180821UtilityCustomerAssistanceProgramBudgetMemo.pdf \(111 KB\)](#)

K. CONSENT AGENDA - RIGHT- OF - WAY ITEMS (CONDEMNATION REQUESTS)

Subject 1. Condemnation Request - GoRaleigh Passenger Amenity Improvements - Set 4

Meeting Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION

Category K. CONSENT AGENDA - RIGHT- OF - WAY ITEMS (CONDEMNATION REQUESTS)

Type Action (Consent)

Preferred Date Aug 21, 2018

Absolute Date Sep 04, 2018

Recommended Action Adopt a resolution of condemnation as outlined.

Sarah Beth Gentry, City Planning

As a part of the GoRaleigh Passenger Amenity Improvement Program, funding was appropriated for the design and construction of passenger amenities at specific bus stops which meet ridership warrants or have a proven need. Passenger amenities could include a concrete waiting pad, bus shelters, benches, trash cans, and/or other vertical elements deemed necessary.

Negotiations have been unsuccessful with the following property owners to acquire necessary easements for the "GoRaleigh Passenger Amenity Improvements – Set 4" project. To keep this project moving forward, staff recommends Council authorize condemnation to acquire the easements needed from the following properties:

Property Owner	Property Address
New Bern Poole, LLC	1905 Poole Road

File Attachments

[20180821PLANCondemnationRequestGoRaleighTransitSet4Backup.pdf \(521 KB\)](#)

L. CONSENT AGENDA - BIDS

Subject 1. Bid Award - Wake Forest Road Sanitary Sewer Extension - Moffat Pipe, Inc.

Meeting Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION

Category L. CONSENT AGENDA - BIDS

Type Action (Consent)

Preferred Date Aug 21, 2018

Absolute Date Aug 21, 2018

Fiscal Impact	Yes
Dollar Amount	\$1,753,888.00
Budgeted	Yes
Budget Source	Capital Improvement Program
Recommended Action	Award contract to Moffat Pipe, Inc. in the amount of \$1,753,888.00 and authorize the City Manager to execute the contract.

Eileen Navarrete, Public Utilities

Three construction bids were received on August 2, 2018 for the Wake Forest Road Sanitary Sewer Extension project. The project includes installation of 1,500 linear feet of 18-inch gravity sewer line along Wake Forest Road between Six Forks Road and Crabtree Creek. Moffat Pipe, Inc. is the low bidder in the amount of \$1,753,888.00 with a 60 percent Minority and Women Enterprise (MWBE) participation. The office of MWBE and Public Utilities have reviewed the documents and are satisfied with Moffat Pipe's proposed MWBE participation. Adequate funds are available in the Capital Improvements budget.

Name of Project:	Wake Forest Road Sanitary Sewer Extension
Managing Division:	Public Utilities - Capital Improvements Division
Approval Request:	Bid Award
Reason for Council Review:	Formal Bid Award
Original CIP Budget:	\$2,000,000
Construction Bid Award:	\$1,753,888.00
Vendor:	Moffat Pipe, Inc.
Prior Contract Activity:	N/A
Encumbered with this Approval:	\$1,753,888.00

File Attachments

[20180821PUDWFRoadSewerBidAwardBidTabulation.pdf \(1,698 KB\)](#)
[20180821PUDWFRoadSewerMWBE.pdf \(187 KB\)](#)

Subject	2. Kiwanis Park Improvements Project
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	L. CONSENT AGENDA - BIDS
Type	Action (Consent)
Preferred Date	Aug 21, 2018
Absolute Date	Aug 21, 2018
Fiscal Impact	Yes
Dollar Amount	\$1,586,003.00
Budgeted	Yes
Budget Source	Parks and Recreation CIP Budget
Recommended Action	Approve the lowest responsive bid and award the contract to Poythress Commercial Contractors, Inc., License No. 30760, in an amount not to exceed \$1,586,003 for the Kiwanis Park Improvements project and authorize the City Manager to execute a construction contract.

Priscilla Williams, Engineering Services
Shawsheen Baker, Parks and Recreation and Cultural Resources

The Kiwanis Park Improvements and Community Center construction project was publicly advertised on May 4, 2018, and a pre-bid meeting was held May 15, 2018, at the project site. Seven (7) formal bids were received and opened June 5, 2018.

Due to an error on the bid form, all bids were required to be rejected per North Carolina G.S. 143-128(d) and declared non-responsive. The project was re-advertised June 10, 2018, per G.S. 143-129(b) and four (4) bids were received and opened June 18, 2018.

Submitted base bids and selected alternates are as follows:

Company	Base Bid	Total Base + Accepted Add. Alternates 1 and 2
Poythress CC, Inc.	\$1,338,900	\$1,512,100
Central Builders Inc.	\$1,594,000	\$1,737,050
Riggs-Harrod Builders	\$1,609,710	\$1,783,473
Bridgepoint Construction	\$1,886,479	\$2,127,563

Upon review of the submitted bids, the lowest responsive bid was submitted by Poythress Commercial Contractors, Inc. with a bid of \$1,338,900. After value engineering negotiation, Poythress Commercial Contractors, Inc. has agreed to reduce \$26,097 in scope to bring the final base bid cost to \$1,312,803. Two add-alternates were selected to include playground site preparation and a new basketball court. Alternate 1 adds \$71,500 in cost, and Alternate 2 adds \$101,700 in cost.

City staff has worked with the project's design consultant, Kirwan Architecture, PLLC, the apparent low bidder Poythress Commercial Contractors, Inc., and the Kiwanis Club on alternate acceptance and a process of determining Kiwanis Club financial contributions to bring the project within available budget without impacting any recreation program opportunities. The revised bid proposal after value engineering, the alternate selection, and the inclusion of owner's contingency is \$1,586,003.

Name of Project:	Kiwanis Park Improvements
Managing Division:	Engineering Services-Construction Management
Reason for Council Review:	Formal Construction Contract Award >\$500,000
Original CIP/Bond Budget:	\$1,560,000
Kiwanis Club contribution:	\$318,800
Vendor:	Poythress Commercial Contractors, Inc., Lic.30760
Prior Contract Activity:	None
Current Encumbrance:	\$0
Amount of this Contract:	\$1,586,003
Encumbered with this Approval:	\$1,586,003

File Attachments
[20180821ESDBidAwardKiwanisParkImprovementProject1.pdf \(459 KB\)](#)

M. CONSENT AGENDA - TRAFFIC

Subject	1. Speed Limit Reduction - Compton Road
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	M. CONSENT AGENDA - TRAFFIC
Type	Action (Consent)
Fiscal Impact	No
Recommended Action	Authorize the appropriate changes in the traffic code as included in the agenda packet.
Jed Niffenegger, Transportation	

It is recommended to reduce the speed limit from 35 mph to 25 mph on Compton Road. Compton Road is classified as a Neighborhood Local and is constructed to typical residential street standards. A signed petition has been received by staff representing at least 75 percent of the residents or property owners along the street in support of a speed limit reduction. This request meets and/or exceeds the criteria specified in Section 3 of the Neighborhood Traffic Management Program (NTMP) adopted by the Raleigh City Council.

File Attachments
[20180821RDOTSpeedLimitReduction.pdf \(1,058 KB\)](#)

Subject	2. Two-Hour Parking Zones – Lakeview Drive
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	M. CONSENT AGENDA - TRAFFIC
Type	Action (Consent)
Fiscal Impact	No

Budgeted No

Recommended Action Approve changes to Traffic Schedule as included with agenda packet.

Paul Kallam, Transportation

It is recommended that Two-Hour "School Days" Parking Zones be established along both sides of the 2800 Block of Lakeview Drive.

A petition was received, signed by 100 percent of the affected homeowners of the 2800 block of Lakeview Drive, to have parking restricted along both sides of the roadway during school days. This request was due to concerns with students of the nearby Saint David's High School parking along both sides of the roadway all day. Staff spoke with the Assistant Headmaster of Saint David's School about the proposed changes and was subsequently informed that the school had no issues with the proposed changes and was happy that the neighborhood was doing what they felt was right. Staff also spoke with the residents to verify they were aware that the proposed Two-Hour parking restriction would also apply to them and their guests, but no objections were received.

File Attachments
[20180821RDOTTwoHourParkingZonesLakeviewDrive.pdf \(678 KB\)](#)

Subject 3. No Parking Zone – Schoolhouse Street

Meeting Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION

Category M. CONSENT AGENDA - TRAFFIC

Type Action (Consent)

Fiscal Impact No

Budgeted No

Recommended Action Approve changes to Traffic Schedule as included with agenda packet.

Paul Kallam, Transportation

It is recommended that the existing No Parking Zone "School Days" from 8:00 a.m. to 2:00 p.m. be extended to include the hours of 7:00 a.m. to 3:00 p.m. along both sides of Schoolhouse Street.

In July 2005, staff received a petition from the property owners of Schoolhouse Street to have the parking restricted on "School Days" during the hours of 8:00 a.m. to 2:00 p.m. to prevent the students from the nearby Wakefield High School from parking all day in their neighborhood. The No Parking Zone subsequently deterred students from parking in the neighborhood, but has since provided opportunity for parents to have their children leave the school as "walkers", so that parents can pick them up on the side of the road without having to wait in the proper carpool line.

Staff has now received a petition signed by 78 percent of the affected homeowners of Schoolhouse Street to have the hours of parking restriction extended by one hour on each end to further deter this issue. Staff has spoken with the Principal of Wakefield High School about the situation, and they have no concerns about the proposed changes which will alleviate these continuing issues and promote greater safety for students during arrival and dismissal times.

File Attachments
[20180821RDOTNoParkingZonesSchoolhouseStreet.pdf \(5,219 KB\)](#)

Subject 4. Multi-way Stop Installation - Hadley Road at Calloway Drive - Manchester Drive at Rampart Street

Meeting Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION

Category M. CONSENT AGENDA - TRAFFIC

Type Action (Consent)

Fiscal Impact No

Recommended Action Authorize the appropriate changes in the traffic code as included in the agenda packet.

Jed Niffenegger, Transportation

In response to either a citizen or internal request, staff will evaluate the installation of multi-way stops at specific intersections.

As the result of a citizen request, staff conducted an engineering evaluation and recommends that multi-way stops be installed at the intersections of Hadley Road at Calloway Drive and Manchester Drive at Rampart Street.

Hadley Road is classified as a Neighborhood Street. Calloway Drive, Manchester Drive and Rampart Street are all classified as Neighborhood Local. These intersections meet and/or exceed the criteria specified in Section 4 of the Neighborhood Traffic Management Program (NTMP) adopted by the Raleigh City Council. If approved, a multi-way stop would further restrict on-street parking an additional 25 feet at the intersection approaches due to existing City ordinances. Residents that would potentially be affected by these restrictions have been notified. Staff has received no feedback on the proposed multi-way stop or the on-street parking restrictions.

File Attachments

[20180821RDOTMultiwayStopInstallations.pdf \(920 KB\)](#)

Subject	5. No Parking Zone – 1600 Glen Eden Drive
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	M. CONSENT AGENDA - TRAFFIC
Type	Action (Consent)
Fiscal Impact	No
Budgeted	No
Recommended Action	Approve changes to Traffic Schedule as included with agenda packet.
Paul Kallam, Transportation	

It is recommended that a No Parking Zone be established along the north side of the 1600 Block of Glen Eden Drive. A request was received from a concerned property owner to have a section of Glen Eden Drive made No Parking due to concerns that residents of their community are unable to see around parked cars at the intersection of Eden Croft Drive. Staff conducted a sight-line study which concluded that the vehicles parked along the north side of Glen Eden Drive negatively impact the driver's view from Eden Croft Drive to observe oncoming traffic traveling in a westbound direction along Glen Eden Drive. All of the affected property owners were duly notified and provided two weeks to respond with any concerns, and two responses were received both in favor of the proposed changes. The proposed change will result in the loss of approximately seven unregulated parking spaces along the north side of Glen Eden Drive.

File Attachments

[20180821RDOTNoParkingZone1600GlenEdenDrive.pdf \(614 KB\)](#)

Subject	6. Downtown Handicap On-Street Accessible Parking
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	M. CONSENT AGENDA - TRAFFIC
Type	Action (Consent)
Fiscal Impact	No
Budgeted	No
Recommended Action	Approve changes to the Traffic Schedule as included with agenda packet.
Paul Kallam, Transportation	

It is recommended that a six-month pilot program be implemented to provide 12 handicap on-street accessible spaces throughout the Downtown Business District.

As originally reported in the *City Manager's Weekly Report*, Issue 2018-30 (August 10), staff has received several complaints and concerns from citizens regarding the lack of dedicated handicap on-street accessible parking spaces around civic buildings and public institutions in the downtown area. After performing research, staff selected destinations such as medical facilities, educational and recreational institutions that could benefit from having a dedicated handicap on-street accessible space. These destinations include the Raleigh Municipal Building, Wake County Justice Center and the North Carolina Museums of History and Natural Sciences.

All identified spaces are located at the end of a metered zone, closest to curb cuts for easier passenger-side and rear discharge wheelchair accessibility. Handicap on-street accessible parking spaces will be located at the shortest and safest distance to access the public sidewalk. Staff reviewed these spots to confirm that each have sufficient space for a lift to lower onto the sidewalk without any obstructions. The proposed spaces will need proper handicap signage, but little to no infrastructure changes will need to be made at this time.

Transportation's larger goal is to adopt a policy that is consistent for Raleigh's disabled patrons and conforms with all current federal Americans with Disabilities Act (ADA) guidelines and regulations. Currently, the City does not have a uniform policy for handicap on-street accessible parking. North Carolina Statute 20-37.6 establishes parking privileges for handicapped drivers and passengers; however, it lacks specific guidance for on-street placement and specifications. Staff will continue to research and create a framework for a new handicap on-street accessible parking policy after the initial report is received from the City of Raleigh's ADA Transition Plan update coming this Fall.

Some neighboring cities such as Durham and Charlotte have city-wide handicap parking policies. Other cities such as Baltimore, Philadelphia, Richmond, San Diego, and Sacramento have adopted handicap parking policies and best practices.

It is recommended that the pilot be implemented for 6 months in order for staff to monitor and review these spaces while drafting a new policy. Staff will provide an update to Council at the end of the pilot.

File Attachments

[20180821RDOTOnStreetAccessibleParking.pdf \(354 KB\)](#)

[20180821RDOTDowntownHandicapOnstreetAccessibleParkingMemo.pdf \(127 KB\)](#)

[20180821RDOTDowntownHandicapOnstreetAccessibleParkingMap.pdf \(748 KB\)](#)

Subject	7. NCDOT Morgan Street Resurfacing
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	M. CONSENT AGENDA - TRAFFIC
Type	Action (Consent)
Preferred Date	Aug 21, 2018
Absolute Date	Aug 21, 2018
Fiscal Impact	No
Recommended Action	Approve modifications to the Traffic Schedule as included in the agenda packet.
Eric Lamb, Transportation	

As originally reported in the *City Manager's Weekly Report*, Issue 2018-28 (July 27), the North Carolina Department of Transportation (NCDOT) recently resurfaced Morgan Street as part of their annual resurfacing program. City staff has coordinated with NCDOT to incorporate a new eastbound bike lane on Morgan Street from Dawson Street to Person Street as recommended in the City's adopted 2016 BikeRaleigh Plan. This new bike lane connects to an existing bike lane along New Bern Avenue east of Person Street. These changes also included the removal of a general purpose travel lane and modifications to existing on-street parking as part of the revised pavement marking plans. On-street parking on Morgan Street increased by a total of five spaces as a result of the new lane configuration; seven new spaces were added adjacent to the Campbell Law School, and two spaces were removed to facilitate a new right-turn lane at Blount Street.

All of the changes have been made with little or no noticeable increase in intersection delays during morning and afternoon peak hours, which is consistent with staff analysis prior to installation. NCDOT concurred with the City's analysis and incorporated the changes into their resurfacing project at no cost to the City.

Staff conducted public outreach for the proposed changes by notifying all adjacent property owners via postcards, going door-to-door along the street, and by placing flyers on cars parked along the street. Normally these changes would be approved by the City Council prior to installation, however NCDOT's contractor accelerated the schedule for the project, creating a conflict with the Council's summer schedule. It is necessary to amend the City's Traffic Schedule to reflect the new lane configuration, the addition of the bike lane, and the alterations to on-street parking spaces.

File Attachments[20180821RDOTMorganStreetLaneStriping.pdf \(335 KB\)](#)[20180821RDOTMorganStreetResurfacing.pdf \(358 KB\)](#)[20180821RDOTMorganStreetResurfacingPlans.pdf \(323 KB\)](#)

N. REPORT AND RECOMMENDATION OF THE PLANNING COMMISSION

Subject **1. Planning Commission Report****Meeting** Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION**Category** N. REPORT AND RECOMMENDATION OF THE PLANNING COMMISSION**Type** Procedural

Below are the recommendations of the Planning Commission. The Council may wish to consider these items in the same manner as items on the consent agenda. Items marked with one asterisk (*) beside the Certified Recommendation number are located within flood-prone areas. Items marked with the pound sign (#) beside the Certified Recommendation number are located within the Falls Basin or the Swift Creek Watershed Protection Area. Items marked with the plus sign (+) beside the Certified Recommendation number indicate special conditions for stormwater management.

Subject **2. Rezoning Z-2-18 Rock Quarry Road, south of its intersection with Ruby Drive (South CAC)****Meeting** Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION**Category** N. REPORT AND RECOMMENDATION OF THE PLANNING COMMISSION**Type** Action

Recommended Action If signed conditions are received in a timely manner, the City Council may set a date for a public hearing on this case. Alternatively, the request can be held or referred to committee for further review. If a hearing is authorized, staff recommends a hearing date of October 2, 2018

Rodney Swink, Planning Commission
Travis Crane, City Planning

Z-2-18 Rock Quarry Road, on the south side of Rock Quarry Road, located at 6700 Rock Quarry Road, being Wake County PIN 1731540137. Approx. 90 acres are requested by Phillips Ventures LLC to be rezoned from Residential-4 (R-4) and Wake County Residential-30 (R-30) to Residential-6-Conditional Use (R-6-CU). Conditions limit number of dwelling units, offer 20% of the site to be set aside as open space, and limit development to the detached housing type, and provide connection from the required greenway easement to the sidewalk network internal to the development and the sidewalk network along Rock Quarry Road.

The last condition mentioned above was submitted on July 31, 2018 in response to concerns raised by the Planning Commission. The language in the condition is considered sufficient to provide connectivity from the potential development to the greenway network. At the May 22, 2018 Planning Commission meeting information was requested about the cost of providing services to the subject site. Cost information has been included in the staff report.

The Planning Commission found the request consistent with the 2030 Comprehensive Plan and to be reasonable and in the public interest citing the provision of additional housing units in close proximity to the future location of I-540.

The South CAC voted on May 14, 2018 in favor of the request in a vote of 46 to 0. The vote was cast on the verbal offering of a condition that would limit the residential development of the site to detached homes only. A condition to this effect has been submitted.

This area is also the subject of a concurrent annexation petition. The annexation petition requires a separate public hearing. The zoning petition has been brought forward on this agenda with a recommended public hearing date of October 2, 2018. The annexation petition is anticipated to appear on the September 4, 2018 Consent Agenda with a recommended public hearing date of October 2, 2018. If following the annexation public hearing, Council acts to annex this property, then City of Raleigh zoning would need to be applied within 60 days. Should City Council choose not to annex the property, then the zoning petition must be denied.

File Attachments[20180821PLANCommissionReportRezoningZ218.pdf \(3,197 KB\)](#)

Subject **3. Rezoning Z-12-18: 5021 & 5301 Homewood Banks Drive, south of Crabtree Valley Avenue which is south of Crabtree Valley Mall (Northwest CAC)**

Meeting Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION

Category N. REPORT AND RECOMMENDATION OF THE PLANNING COMMISSION

Type Action

Recommended Action The Planning Commission requests City Council grant a 90-day extension of the review period to allow time for additional discussion.

Rodney Swink, Planning Commission
Travis Crane, City Planning

Z-12-18: 5201 & 5301 Homewood Banks Drive, south of Crabtree Valley Avenue which is south of Crabtree Valley Mall, being Wake County PINs 0795592353 and 0795592600. Approximately 5.77 acres are requested by Redus NC Land, LLC to be rezoned from Planned Development (PD) to Residential Mixed-Use-7 stories-Conditional Use (RX-7-CU). Conditions limit maximum density, describe the design of parking structures and certain building façades, and regulate outdoor lighting fixtures. The master plan associated with the current Planned Development district (MP-1-12) is included for reference.

The case is consistent with the Future Land Use Map and with the Comprehensive Plan overall. The current deadline for Planning Commission action is September 24, 2018. If the time extension is granted, the new deadline for Planning Commission action would be December 23, 2018.

The Northwest CAC has not yet voted on the case.

Correspondence from CWS Capital Partners (owner of The Marq at Crabtree, which is Phase I of the existing PD and directly adjacent to the rezoning site) opposing the rezoning is also included.

File Attachments
[20180821PLANCommissionReportZ1218.pdf \(2,833 KB\)](#)

Subject **4. Rezoning Z-13-18 New Bern Ave and Corporation Pkwy, north of New Bern Ave and bound by New Bern Ave, Corporation Pkwy, and New Hope Road (Northeast CAC)**

Meeting Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION

Category N. REPORT AND RECOMMENDATION OF THE PLANNING COMMISSION

Type Action

Recommended Action The Planning Commission requests City Council grant a 90-day extension of the review period to allow time for the Northeast CAC to vote on the request.

Rodney Swink, Planning Commission
Travis Crane, City Planning

Z-13-18 New Bern Avenue and Corporation Parkway, north of New Bern Avenue and bounded by New Bern Avenue, Corporation Parkway, and New Hope Road, being Wake County PIN(S) 1724960124, 1724868905, 1724868153 & 1724862746. Approx. 32 acres are requested by Joseph P. Riddle, Riddle Commercial Properties, Inc., and Wilders Grove Inc. to be rezoned from Commercial Mixed Use-3 stories (CX-3), Commercial Mixed Use-3 stories-Parkway (CX-3-PK), and Commercial Mixed Use-3 stories-Parkway-Conditional Use (CX-3-PK-CU) to Commercial Mixed Use-3 stories-Parking Limited-Conditional Use (CX-3-PL-CU). The proposed zoning condition prohibits adult establishments.

The Northeast CAC has not voted on the request. They are scheduled to meet again on September 13, 2018.

The Planning Commission's current deadline for action is September 23, 2018. The Planning Commission wishes to take in to account the Northeast CAC vote and has requested City Council grant a 90-day time extension of the review period and establish a new deadline of December 23, 2018 for Planning Commission action. This would allow for the Northeast CAC to meet and vote on the request at their September 13, 2018 meeting.

File Attachments
[20180821PLANCommissionReportZ1318.pdf \(1,694 KB\)](#)

Subject	5. Rezoning Z-15-18: 511 Carolina Pines Avenue & 2640 Cherry Circle, south of the I-40 interchange at South Saunders St, west of South Saunders St (Southwest CAC)
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	N. REPORT AND RECOMMENDATION OF THE PLANNING COMMISSION
Type	Action
Fiscal Impact	No
Recommended Action	The Planning Commission recommends approval by unanimous vote (9-0). If signed conditions have been provided, Council may set a date for a public hearing on this case. Alternatively, the request can be held or referred to committee for further review. If a hearing is authorized, staff recommends a hearing date of September 4.
Rodney Swink, Planning Commission Travis Crane, City Planning	

Z-15-18: 511 Carolina Pines Avenue and 2640 Cherry Circle, south of the I-40 interchange at South Saunders Street, west of South Saunders St, being Wake County PINs 1702373009 and 1702268517. Approximately 15.61 acres are requested by Shail Investors and Developers, LLC to be rezoned from Residential-6 (R-6), Residential-10 (R-10), and Conservation Management (CM) to Residential-10-Conditional Use (R-10-CU). Conditions limit maximum density, guarantee a protective yard in the portion of the site along Carolina Pines Avenue and Cherry Circle currently zoned CM, increase the stormwater control to a 25-year storm event, require certain building materials, and prohibit external stairs.

The Planning Commission found that the request is consistent with the Comprehensive Plan and Future Land Use Map. The Commission found that the request is reasonable and in the public interest because it would provide greater housing choice and affordability; will address stormwater runoff above base city standards; and received a favorable vote from the CAC (18 Y - 1 N). The Planning Commission unanimously recommended approval of the request (9-0).

File Attachments
[20180821PLANCommissionReportZ1518.pdf \(6,099 KB\)](#)

Subject	6. Rezoning Z-17-18: 4200, 4208, 4210 Pearl Rd (South CAC)
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	N. REPORT AND RECOMMENDATION OF THE PLANNING COMMISSION
Type	Action
Recommended Action	The City Council may set a date for a public hearing on this case. Alternatively, the request can be held or referred to committee for further review. If a hearing is authorized, Staff recommends a hearing date of September 4, 2018.
Rodney Swink, Planning Commission Travis Crane, City Planning	

Z-17-18 Pearl Road, three parcels located west of Pearl Road (State Road 2550), east of Auburn Church road, north of Princess Anna Marie Lane and south of Landreaux Drive. Consisting of Wake County PINs; 1721989838, 1721987943, 1721992011. Approximately 8.30 acres are requested by Longleaf Law Partners to amend the Future Land Use Map from a Residential-4 (R-4) zoning designation to a Residential-6 (R-6) zoning designation. The request would increase the total allowable density on the site, and permit the townhome development type, a building type that is not allowed in a conventional subdivision under R-4 zoning. Proposed conditions prohibit the apartment building type.

The Planning Commission found that the request is overall consistent with the 2030 Comprehensive Plan, and consistent with the Future Land Use Map and in the public interest because it would facilitate additional housing and housing types. The Planning Commission unanimously recommends approval of the request (9-0).

The South CAC voted in favor on July 9, 2018 in a vote of 26 to 5, the opposition vote was due to concerns about increases in traffic, and stormwater catchment design and management.

Subject	7. Comprehensive Plan Amendment CP-1-18 Falls North (Falls of Neuse) Area Plan and project report
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	N. REPORT AND RECOMMENDATION OF THE PLANNING COMMISSION
Type	Action
Fiscal Impact	No
Recommended Action	The City Council may set a date for a public hearing for the project report and amendment. Alternatively, the item can be held or referred to committee for further review. If a hearing is authorized, staff recommends a hearing date of September 4, 2018.

Rodney Swink, Planning Commission
Travis Crane, City Planning

An area plan and report have been completed for the Falls North area. The study, an update of the existing Falls of Neuse Area Plan, was conducted by a consultant team led by Rhodeside and Harwell and directed by the Department of City Planning. The study identified, evaluated, and prepared recommendations for land use, urban design, parks, and transportation policies and projects.

If adopted, the associated Comprehensive Plan amendments would be the first action of plan implementation by incorporating key policy guidance into the 2030 Comprehensive Plan.

During its March 6, 2018 meeting, City Council referred the plan and associated amendments to the Planning Commission for review. On March 27, 2018, the Commission referred the item to the Committee of the Whole for further discussion. The Committee received comment and discussed the item at its meetings of April 26, May 24, and June 28.

The Committee referred the plan back to the Planning Commission on June 28. At its August 14, 2018 meeting, the Planning Commission recommended approval of the plan to City Council. The Planning Commission recommends revisions to plan policies that address height at the Falls of Neuse Road/Raven Ridge intersection and tree conservation within the plan area. The policies and proposed revisions are included in the accompanying memorandum.

The project report and additional information can be found on the project webpage:
<https://www.raleighnc.gov/business/content/PlanDev/Articles/LongRange/FallsofNeuse.html>

Subject	8. TC-4-18 North Ridge West Neighborhood Conservation Overlay District
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	N. REPORT AND RECOMMENDATION OF THE PLANNING COMMISSION
Type	Action
Preferred Date	Sep 04, 2018
Recommended Action	Receive the recommendation. The City Council can choose to set a public hearing for this item. Staff suggests a public hearing date of September 4, 2018.

Rodney Swink, Planning Commission
Travis Crane, Department of City Planning

An ordinance to amend Section 5.4.3.F. of the Raleigh Unified Development Ordinance to add a set of neighborhood built environmental characteristics and regulations for the North Ridge West Neighborhood. This action would add development standards to the UDO. A subsequent rezoning would be required to apply the regulations.

Subject 9. Rezoning Z-9-18: Stovall Drive, Marcom Street, Kelford Street (West CAC)

Meeting Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION

Category N. REPORT AND RECOMMENDATION OF THE PLANNING COMMISSION

Type Action

Recommended Action The Planning Commission requests that City Council grant a 90-day extension of the review period to allow time for additional discussion.

Rodney Swink, Planning Commission
Travis Crane, City Planning

Z-9-18: 1407 Stovall Dr; 3821, 3825, 3829 Marcom St; 3830, 3826, 3824 Kelford St, west of Gorman Street, south of Western Boulevard, being Wake County PINs: 0793281605, 0793281514, 0793280494, 0793281485, 0793282456, 0793282662, 0793281693. Approximately 1.81 acres are requested by Nelson Mullins Riley & Scarborough, LLP to be rezoned from Residential Mixed-Use-3 stories-Conditional Use with Special Residential parking Overlay District (RX-3-CU-SRPOD) and Residential-10 with Special Residential Parking Overlay District (R-10-SRPOD) to Residential Mixed-Use-3-Stories Conditional Use with an Urban Limited Frontage and Special Residential Parking Overlay District (RX-3-CU-UL-SRPOD). The proposed zoning limits overall density to 56 units per acre, and prohibits most commercial uses allowed in the RX zoning district, as well as 4 bedroom units.

The West CAC voted for approval of the case 11-2. Planning Commission referred the case to Committee of the Whole for discussion. It first appeared on the June 28 agenda and is scheduled for further discussion by the Committee on August 23.

The case is inconsistent with the Future Land Use Map and the Comprehensive plan. The current deadline for Planning Commission action is September 10, 2018. If the time extension is granted, the new deadline for Planning Commission action would be December 9, 2018.

Subject 10. 24 Month Waiver Request - Z-42-15 Lake Wheeler Road

Meeting Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION

Category N. REPORT AND RECOMMENDATION OF THE PLANNING COMMISSION

Type

Rodney Swink, Planning Commission
Travis Crane, City Planning

This is a request for a waiver for the 24-month waiting period for reapplying for a rezoning after a public hearing has been conducted for a previous rezoning request on the same site.

The Planning Commission recommends the approval of a 24-month waiver considering the significant change of the proposed district boundary and the assertions that the applicant will provide materially different zoning conditions (9-0).

Z-42-17 Lake Wheeler Road east side, approximately 300' south of Kirkland Road, being Wake County PINs 0792-99-0462, 0792-99-3385, 0792-99-5164, 0792-99-0312, 0792-99-6241, and 0792-99-7581. Approximately 5.21 acres are requested by Arvind Lavani to be rezoned from Residential-4 and Residential Mixed Use-3 (R-4 and RX-3, formerly R-4 and O&I-1) to Commercial Mixed Use-Four Stories-Conditional Use (CX-4-CU). The existing Special Residential Parking Overlay District (SRPOD) and Special Highway Overlay District-2 (SHOD-2) overlays would remain under the rezoning request. Conditions included with the request would prohibit several uses, including Light Manufacturing, Research and Development, Detention Center, Vehicle Repair, Animal Care, and Pawnshop; and would limit allowed uses other than Hotel/Motel/Inn or Group Living to a maximum of three stories and 50'.

This request was heard at a public hearing on July 5, 2017. The request was ultimately denied by City Council on October 17, 2017.

UDO Section 10.2.4.I.1 states that the Planning Department is not authorized to accept an application or a rezoning request whenever an application for rezoning on the same property would be heard more than once at a public hearing within a 24-month period.

For the owner to apply with a new request for rezoning, a waiver to the 24-month waiting period is required.

File Attachments
[20180821PLANCommissionReportWaiver.pdf \(3,707 KB\)](#)

O. SPECIAL ITEMS

Subject	1. Rezoning Z-29-16 (MP-2-16): 5401 North PD, at the northeast quadrant of the intersection of I-540 and US 401 (Forestville CAC)
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	O. SPECIAL ITEMS
Type	Action
Recommended Action	City Council may choose to act on the case or defer for further review.
Bynum Walter, City Planning	

Z-29-16 (MP-2-16) 5401 North Planned Development, a request to rezone approximately 402 acres at the northeast quadrant of the intersection of I-540 and US 401 (Louisburg Road). The request is to modify an existing master plan that was adopted with a Planned Development in January 2007. The property is zoned Planned Development with partial Special Highway Overlay District-1 (PD w/ part SHOD-1). The request would:

- Realign the street network
- Modify street sections
- Modify setbacks/build-to
- Add a new transect area definition
- Allow residential units to front on a "Public Green"
- Modify surface parking standards

The request is consistent with the Future Land Use Map and the Comprehensive Plan. During the March 22, 2018 meeting, the Committee of the Whole unanimously recommended approval of the case. The Planning Commission unanimously recommends approval (9-0).

The rezoning area includes properties whose owners are not applicants in the zoning case. The applicant must notify these property owners of the public hearing through Actual Notice. Actual Notice is defined by state law and requires documentation that the recipient was successfully contacted. The applicant has been informed of this obligation. Staff has not received affirmation of Actual Notice prior to the deadline for this agenda. The applicant has indicated that affirmation will be provided to City Council at the public hearing. If affirmation of Actual Notice is not provided, staff recommends that the public hearing be held open to a date certain to allow the applicant time to provide Actual Notice.

City Council opened the public hearing for this case on June 5. The public hearing was left open and deferred to July 3 to allow the applicant time to complete actual notice. The public hearing was closed on July 3 and the case was deferred to allow the applicant time to revise the request. A revised master plan was submitted on August 3. The revisions add a maximum setback of 100 feet for two of the three T6 tracts (the previous iteration of the rezoning request did not specify a maximum setback) and prohibits Self-Service Storage in the T5-I transect.

File Attachments
[20180821PLANConsistencyStatementZ-29-16.pdf \(41 KB\)](#)
[20180821PLANSpecialItemsRezoningZ-29-16StaffReport.pdf \(7,837 KB\)](#)
[20180821PLANSpecialItemsRezoningZ-29-16MasterPlan.pdf \(62,373 KB\)](#)
[20180821PLANSpecialItemsRezoningZ-29-16SignPlan.pdf \(40,060 KB\)](#)

Subject	2. Rezoning Z-35-17: Rock Quarry Road, at the northwest corner of intersection with Martin Luther King Jr. Boulevard (South Central CAC)
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	O. SPECIAL ITEMS
Type	Action

Fiscal Impact No

Recommended Action City Council may choose to act on the case or defer for further review.

Bynum Walter, City Planning

Z-35-17 Rock Quarry Road, at the northwest corner of its intersection with Martin Luther King Jr. Boulevard, consisting of a portion of Wake County PIN 1713340839. Approximately 1.43 acres of a 4.29-acre parcel are requested by Ouida Jane Exum; George C. Exum, Jr.; and Amber J. Ivie, temporary receiver for Annette Henrietta Exum to be rezoned from Residential-10 (R-10) to Office Mixed Use-Three Stories-Parking Limited-Conditional Use (OX-3-PL-CU). Conditions received on July 17, 2018 prohibit retail, residential, restaurant, and industrial uses; limit overall development to 8,000 square feet; limit hours of trash pickup; prohibit certain building materials; and prohibit parking or driveways between the building and Martin Luther King Jr. Boulevard.

The Planning Commission recommends approval of this request (7-0 vote). The Commission found that the request is consistent with relevant Comprehensive Plan policies, including those relating to density transitions and the scale of new commercial uses, and is in the public interest. The South Central CAC voted to support the request (12 in support, none opposed).

Update for August 21, 2018 meeting: Following the July 3, 2018 meeting, the applicant added a condition that prohibits parking or driveways between the building and Martin Luther King Jr. Boulevard.

City Council first received the item as part of the Planning Commission's report to Council on February 20, 2018. The item was deferred at multiple meetings to allow for signed conditions to be submitted. Because the UDO sets a deadline for authorizing a public hearing, City Council opened the public hearing at its May 1, 2018 meeting. At that meeting, the hearing was held open until June 19 in order to allow the applicant time to obtain a signed version of the petition and conditions considered by the Planning Commission. At that meeting, the hearing was closed and action deferred until the July 3, 2018 meeting. Following the closure of the hearing, the rezoning request has been amended twice. The first amendment provided by the applicant was a signed version of the petition and conditions that had been considered by the Planning Commission and the second amendment (July 17) added a condition that prohibits parking or driveways between the building and Martin Luther King Jr. Boulevard. Both amendments are more restrictive than the version considered during the public hearing, and therefor represent a change that can be made during the 30 days following the hearing.

File Attachments

[20180821PLANSpecialItemZ3517.pdf \(5,155 KB\)](#)

[20180821PLANConsistencyStatementZ3517.pdf \(121 KB\)](#)

Subject 3. Text Change TC-12-17: Historic Alley Transition

Meeting Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION

Category O. SPECIAL ITEMS

Type Action

Recommended Action City Council may act on the request, refer the item to committee or defer for additional discussion.

Travis Crane, Planning

TC-12-17/Historic Alley Transitions. This is a text change to articles 3.5 and 12.2 of the Unified Development Ordinance that would permit contextual residential development within a transition area when a mixed use property is located adjacent to an alley and National Register Historic District. This text change was proposed by citizens who discussed the idea with their neighborhood representatives. Currently, the UDO requires a 50-foot transition area between mixed use development and residential zoning. This request would allow low-scale residential development adjacent to an alley that lies between a mixed use property and National Register district. There are 28 National register districts in the City; based on existing zoning, this text change would apply to four of these districts. The most impacted National Register district is Cameron Park, the neighborhood that originated this request. The Planning Commission reviewed this request and recommends approval 9-0.

The public hearing was closed at the July 3, City Council meeting at which time Council requested additional information on the impacted districts. Staff conducted further research and provided a memo in the agenda backup containing additional requested information.

File Attachments

[20180821PLANTC-12-17HistoricAlley.pdf \(78 KB\)](#)

[20180821PLANTC-12-17HistoricAlleyMemo.pdf \(7,978 KB\)](#)

Subject	4. 2017 Traffic Calming Projects
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	O. SPECIAL ITEMS
Type	Action
Preferred Date	Aug 21, 2018
Fiscal Impact	Yes
Dollar Amount	\$30,000.00
Budgeted	Yes
Budget Source	531-2210-790010-975-CIP02-85510480
Recommended Action	Council may authorize staff to add Sycamore Grove Lane to the list of previously approved traffic calming projects as presented at the July 3, 2018 Public Hearing, amend and/or approve the current design, or refer to committee for additional review.

Jed Niffenegger, Transportation

This is a continuation of the Public Hearing with design review for the 2017 Traffic Calming Projects held July 3, 2018. Staff presented nine streets that had gone through the traffic calming design process. One of the streets, Sycamore Grove Lane, was held from the project list until the August 21, 2018 City Council meeting. Councilor Cox asked for additional time to communicate with residents and gather more information on this item.

During the July 3 meeting Council closed the hearing on Chester Road and directed the project to be considered during an October Council meeting.

File Attachments
[20180821RDOTSycamoreGroveSpeedHumpMap.pdf \(90 KB\)](#)

Subject	5. Agreement - Property Lease - Triangle Racquet Sports, LLC
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	O. SPECIAL ITEMS
Type	Action, Reports
Recommended Action	Authorize the City Manager to execute the lease upon finalization of negotiated terms by the City Manager and City Attorney, including an amendment to the lease following completion of the site survey to finalize the leasehold premises. Authorize the appropriate City officials to execute documents necessary, as the fee simple owners of the site, to enable the development of the site as proposed within the lease, including, but not limited to, easements to utility providers and permit applications.

Staff Resource - Ken Hisler

At the January 16, 2018 City Council meeting, Council was presented with the conceptual plan and proposed terms for the potential lease of 48 acres of City owned land off Mt. Herman Church Road to Triangle Racquet Sports (TRS), LLC for the development of a 52 tennis and racquet court complex, accessible to the public, and a public park with amenities such as playground, walking trails, community picnic shelter and public restrooms. The site will be a destination for health, wellness, fitness and recreation opportunities for the entire Raleigh community and will lessen the burdens on the City's parks system, particularly existing tennis facilities.

Since the presentation to the Council, staff have been working with TRS to negotiate terms of the proposed ground lease. Staff recommends that the authorization for the lease be through the City Charter provision enacted by the General Assembly in 2015 that allows the City to convey real property interests by negotiated private sale.

That authority requires that a notice of the proposed transaction be provided by the City at least 10 days prior to the authorization to execute the lease. At the July 3 meeting, Council authorized staff to proceed with notifying the public of the proposed transaction. The notice required by statute ran in the News and Observer on Friday, August 10, 2018.

Material terms of the agreement will be presented to City Council that outlines the planning and operating expectations of both parties as well as the term of the agreement. It is recognized that staff is requesting authorization to execute the lease prior to permitting phase. Taking this approach will provide the tenant with the needed documentation to advance with lending institutions and potential project stakeholders. Appropriate language is included in the lease, to protect the City, should the tenant not be able to secure the necessary funding to execute the project.

Staff sees the lease arrangement as a positive opportunity, recognizing:

1. There is considerable public benefit to include a public park (e.g. trails, playground, shelter & restrooms);
2. Public access to 50+ indoor/outdoor tennis courts, 16 court family-zone, loop walking trail and health & wellness facility;
3. Annual revenue to the city of \$275,000 (with a 3% annual escalator over the term of the lease);
4. The need for additional public tennis facilities is provided; and
5. There is an estimated \$3.5 million overall economic impact.

City Council will receive a review of the history of the project, an updated site plan, as well as a review of the primary lease terms agreed upon by both entities.

P. REPORT AND RECOMMENDATION OF THE CITY MANAGER

Subject	1. Shared Electric Mobility Scooters - Update
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	P. REPORT AND RECOMMENDATION OF THE CITY MANAGER
Type	Information
Michael Moore, Transportation	

Shared electric mobility scooters appeared in the City on Wednesday, July 11. For-profit companies that operate the service indicate the scooters alleviate congestion and allow people an easy way to travel quickly for short distances.

Staff reported to Council in the *City Manager's Weekly Report*, Issue 2018-29 (August 3) on the arrival of the scooters. During the meeting staff will provide an update with regard to the operation of mobility scooters in the City's jurisdiction.

File Attachments

[20180821RDOTElectricMobilityScooters.pdf](#) (806 KB)

Subject	2. On Street Parking Mobile Pay Software - Citywide Rollout - Passport Parking, Inc.
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	P. REPORT AND RECOMMENDATION OF THE CITY MANAGER
Type	Action (Consent)
Preferred Date	Aug 21, 2018
Fiscal Impact	Yes
Dollar Amount	\$363,141.00
Budgeted	Yes
Budget Source	442-7465-708900-270
Recommended Action	Authorize the City Manager to execute a contract in an amount not to exceed \$363,141.
Paul Kallam, Transportation	

In November 2016 the Parking division of the Department of Transportation (RDOT) commenced a pilot program with Passport Parking for a mobile, on-street parking payment service in the Hillsborough Street business improvement district to determine the level of customer interest utilizing this technology. The pilot was intended to run through February 2017, but was extended in order to gain more data regarding customer usage. Throughout the entirety of the pilot program, Passport Parking offered to extend the duration of the pilot without charge to the City or to customers. Passport Parking has been awarded a contract with the National Cooperative Purchasing Alliance (NCPA) for a mobile pay application; the City, as a participating member of the NCPA, is eligible to utilize if expansion of the program is desired.

The Hillsborough Street Parking Zone currently encompasses 31 paystations. During the extended pilot period the Passport application was used for 15.3% of parking transactions in the zone; this represents 18.9% of the total revenue collected in the zone. RDOT staff has not received any complaints from customers; feedback from Hillsborough Street merchants has been enthusiastically positive. The table below shows the breakdown of transactions and revenue by the three payment sources for the totality of the pilot program. Staff believes the percentage of Passport transactions will continue to grow and eventually become the preferred method of payment for some customers.

Payment Type	# Transactions	\$ Amount	% of Transactions	% of Revenue
Passport	48,688	\$76,063	15.3%	18.9%
Credit Card at Meter	174,876	\$246,234	54.8%	61.1%
Cash at Meter	95,598	\$80,712	30.0%	20.0%

Based upon the results of the pilot program in the one parking zone, staff recommends citywide rollout of the Passport Parking mobile pay application, with a contract term of three years. All on-street parking customers will be able to pay for at any metered space in downtown Raleigh via smartphone or web application, utilizing the software application.

Passport will charge the City a \$0.05 credit card gateway fee per transaction, which is the same amount currently incurred by the City for PayPal credit card gateway fees charged for metered parking transactions. The gateway fee will be absorbed by the City; Passport will also charge a \$0.25 transaction fee to the City for each customer transaction. The transaction fee will be passed pass along as a convenience fee to customers using the Passport software application. Notice of this charge will be clearly displayed to customers using the app before completing a payment transaction. Staff estimates the total fees paid to Passport will not exceed \$123,141 in the first year and \$120,000 in any subsequent year of the contract term.

Name of Project: Passport Parking Mobile Pay Application
Managing Division: Transportation – Parking
Request Reason: Contract > \$150,000
Vendor: Passport Parking, Inc.
Prior Contract Activity: Passport Pilot Program TO66-16
Previous Budget Transfers: None
Budget Transfer: None
Amount of this Contract: \$363,141
Encumbered with this approval: \$123,141 for current purchase order. New purchase orders for \$120,000 to be completed each fiscal year.

Included with the agenda materials is the previous information provided to Council in the *City Manager's Weekly Report*, Issue 2018-30 (August 10).

File Attachments
20180821RDOTOnStreetParkingSoftwareContract.pdf (224 KB)
20180821RDOTPassportParkingContract.pdf (729 KB)

Subject	3. Affordable Housing - Sawyer Road Assemblage - Developer Recommendation and Option to Purchase
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	P. REPORT AND RECOMMENDATION OF THE CITY MANAGER
Type	Action
Preferred Date	Aug 21, 2018
Absolute Date	Aug 21, 2018
Fiscal Impact	No
Budgeted	No
Recommended Action	Authorize staff to prepare and for appropriate City officials to execute an option to purchase the property for the sum of \$1.00 in response to the development proposal submitted by Solstice Partners.

Larry Jarvis, Housing and Neighborhoods

During the April 3 City Council meeting staff was authorized to issuance a Request for Proposals (RFP) to select a developer for the Sawyer Road Assemblage, which consists of multiple City-owned parcels totaling just over five acres. The properties were acquired over a period of years and the blighted structures located on the parcels were demolished. The RFP offered the assemblage for the sum of \$1.00 for the purpose of creating affordable housing.

Three proposals were received and subsequently evaluated by staff from the Housing and Neighborhoods, City Planning, Transportation, and Engineering Services departments. The proposal submitted by Solstice Partners will result in the greatest number of affordable housing units and will also require the lowest amount of gap financing from the City. The proposed architectural style of the units was also a factor avored by the review team. If approved as the selected developer, Solstice will submit a pre-application to the North Carolina Finance Housing Agency in January 2019 for tax credit and other financing to develop 154 units of affordable rental housing.

Details of the three project proposals are included with the agenda materials.

File Attachments

[20180821HNSawyerRoadAssemblageDeveloperRecommendationMemo.pdf \(1,489 KB\)](#)

Subject	4. Use of City Property - License Agreement for Outdoor Event Space - 314 S. West Street
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	P. REPORT AND RECOMMENDATION OF THE CITY MANAGER
Type	Action (Consent)
Preferred Date	Aug 21, 2018
Absolute Date	Aug 21, 2018
Fiscal Impact	No
Recommended Action	Authorize appropriate City officials to enter into a license agreement with MMP Junction West, LLC, subject to City Manager and City Attorney approval of the final license agreement.

Roberta Fox, City Planning

The property owner of 314 S. West Street has requested a license agreement for spillover event space on the adjacent City-owned parcel, located at 310 S. West Street.

The vacant, City-owned parcel is currently subject to a building-restricted easement which requires the adjacent property owner, at 314 S West St, to install landscape improvements and maintain the parcel at no cost to the City.

The adjoining property is currently undergoing upfit as an event space and the use of the City-owned parcel is a complementary use of what would otherwise be vacant space. Following discussion and coordination among several departments and in consultation with the City Attorney's office, a license agreement has been drafted to provide for use of the space for overflow purposes on an intermittent basis and protects the City's real property interest in the vacant parcel.

Included with the agenda materials is a background memorandum, parameters of the license agreement, and a vicinity map and site plan.

File Attachments

[20180821PLANLicenseAgreementMemo.pdf \(140 KB\)](#)

[20180821PLANLicenseAgreement314SWestStVicinityMap.pdf \(958 KB\)](#)

Subject	5. Neighborhood Traffic Management Program - FY 2019 Project List and Annual Report
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	P. REPORT AND RECOMMENDATION OF THE CITY MANAGER
Type	Action
Preferred Date	Aug 21, 2018
Absolute Date	Sep 04, 2018

Fiscal Impact No

Recommended Action Authorize staff to proceed with the project list; receive the annual report as information.

Jed Niffenegger, Transportation

The Neighborhood Traffic Management Program was revised and approved by City Council in 2017. The policy specifies that staff shall present the two priority lists of potential projects to City Council each year for their approval. If approved, staff will work with residents living on and around these streets to gauge support for potential projects. The Traffic Calming project list is for narrower streets and utilizes vertical treatments, such as speed humps or speed tables. The Neighborhood Streetscape project list is for wider streets and utilizes horizontal treatments such as median islands, chicanes and curb extensions.

The policy also specifies that staff shall provide a year-end report to City Council detailing the work completed for all aspects of the program. The report is to include the following information: evaluations conducted by quarter, number of projects initiated and completed and performance data of completed projects. No action is required on the year-end report.

Both the full project lists and year-end report are attached for Council's review and approval.

File Attachments

[20180821RDOTFY2019NeighborhoodTrafficManagementProgramProjectLists.pdf \(165 KB\)](#)

Subject 6. Tryon Road Widening, Part C Project

Meeting Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION

Category P. REPORT AND RECOMMENDATION OF THE CITY MANAGER

Type Action, Reports

Recommended Action Receive as information.

Sylvester Percival, Engineering Services

The Tryon Road Widening, Part C project is currently at its 75 percent design stage. The Part C project is the last of four (4) major improvements within the past two decades that the City has pursued along Tryon Road from Jones Franklin Road to Par Drive. The purpose of this approximately two-mile project is to widen and rehabilitate Tryon Road between Lake Wheeler Road and Par Drive connecting with two of the previously widened sections. The improved corridor will feature a four-lane divided curb and gutter roadway with turn lanes, sidewalk, a High-Intensity Activated Crosswalk (HAWK) signal beacon, and bike lanes. Before proceeding with real estate discussions to acquire right-of-way and easements for these improvements, staff will provide a project design update to City Council.

File Attachments

[20180821ESDTyronRoadWideningUpdate.pdf \(1,060 KB\)](#)

Subject 7. Hillsborough Street Phase 2 Renewal - Project Update

Meeting Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION

Category P. REPORT AND RECOMMENDATION OF THE CITY MANAGER

Type Action, Reports

Recommended Action Receive as information.

Chris Johnson, Engineering Services

The Hillsborough Street, Phase 2 construction project was recently completed on July 12, 2018. The purpose of this project was to modify Hillsborough Street from its previously existing configuration of a multi-lane undivided roadway section to a two-lane median divided roadway with roundabouts, bike lanes, enhanced sidewalks with brick pavers, street trees, on-street parking, water/sewer upgrades, and undergrounding of private utilities. Staff will provide an update to City Council highlighting key features of the project, identifying construction challenges, and highlighting the upcoming ribbon cutting ceremony at the Packapalooza event.

Q. APPEAL OF CITY CODE VIOLATION

Subject	1. Solid Waste Collection - Appeal of Notice of Violation - 6917 Glendower Road
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	Q. APPEAL OF CITY CODE VIOLATION
Type	Action
Preferred Date	Aug 21, 2018
Absolute Date	Aug 21, 2018
Fiscal Impact	No
Budgeted	No
Recommended Action	Following the appeal Council may grant the request for relief, deny the appeal, or take other action such as referral to a committee for further discussion.
Joe Acosta, Solid Waste Services	

Terry Dignan has appealed the denial of his request for relief from a Notice of Violation issued by the Solid Waste Services department for violations of section §7-2005(d)(1) of the city code. The Notice of Violation [hereinafter NOV] was issued to Terry and Dorothy Dignan as the owners of the property at 6917 Glendower Road, Raleigh.

Mr. and Mrs. Dignan reside at 512 Park Road, Cherry Hill, New Jersey. The notices of appeal were timely filed. The NOV arose from the storage of the solid waste containers in the front yard of the property. The property is a triplex. On March 2, 2018, William Graham, a Solid Waste Services Code Enforcement officer, sent to the Dignans an information packet showing the violation, the Code provision, and a photograph documenting the containers as stored in the front yard of the property. Mr. Graham notified the owners by email that compliance by March 26, 2018 was necessary to avoid further enforcement action.

On April 2, 2018, the owners were sent notification of a second violation with an Initial Warning that further violations would result in the issuance of a NOV and an administrative fee in the amount of \$100.00. The NOV was issued June 19, 2018 based on a violation of the same provision observed and documented on June 18, 2018. The NOV included an administrative fee of \$100.00. Mr. Dignan filed an appeal of the NOV and imposition of the administrative fee on June 26, 2018 with Joseph Acosta, the Solid Waste Services Code Compliance Supervisor. Mr. Acosta denied the appeal on June 27, 2018. When Mr. Dignan objected to the decision the Director of Solid Waste Services reviewed the appeal in accordance with the provisions of the city code and the appeal was denied.

On June 28, 2018 Mr. Dignan filed, via electronic mail message, an appeal to the City Council pursuant to section §7-2002.3 of the city code.

Included with the agenda materials is a full summary of events and relevant correspondence.

File Attachments

[20180821SWSGlendowerRoadCorrespondence.pdf \(4,425 KB\)](#)
[20180821SWSGlendowerRoadSummaryandResponse.pdf \(203 KB\)](#)

R. MATTERS SCHEDULED FOR PUBLIC HEARING - 2:00 PM OR AFTER

Subject	1. Demolition of Unfit Buildings - Property Liens
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	R. MATTERS SCHEDULED FOR PUBLIC HEARING - 2:00 PM OR AFTER
Type	Action
Preferred Date	Aug 21, 2018
Absolute Date	Aug 21, 2018
Fiscal Impact	Yes

Dollar Amount \$32,107.00

Budgeted No

Recommended Action Adopt the resolution confirming liens against property.

Ashley Glover, Housing and Neighborhoods

This is a hearing to adopt a resolution confirming liens against the property listed for charges for Demolition of Unfit Buildings.

LOCATION & DISTRICT	PROPERTY OWNER	TAX ID NO.	COST OF DEMOLITION
808 Coleman St (C)	Alice N. Jenkins, Heirs C/O Melbra D. Le Grand	0035359	12,755
4327 Old Poole Rd Formally 4331 Old Poole Rd (ETJ)	Edward Lane Jr., Heirs C/O Tony C. Lane	0040376	9,295
4345 Old Poole Rd (ETJ)	McDavis Ebekweh C/O Stacy Ebekweh	0032740	10,057

File Attachments

[20180821HNUnfitDemolitionCostConfirmation.pdf \(367 KB\)](#)

[20180821HNUnfitDemolitionPowerPointPictures.pdf \(1,715 KB\)](#)

Subject 2. Public Nuisance Abatement - Property Liens

Meeting Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION

Category R. MATTERS SCHEDULED FOR PUBLIC HEARING - 2:00 PM OR AFTER

Type Action

Preferred Date Aug 21, 2018

Absolute Date Aug 21, 2018

Fiscal Impact Yes

Dollar Amount \$11,142.00

Budgeted No

Recommended Action Adopt the resolution confirming liens against property.

Ashley Glover, Housing and Neighborhood

This is a hearing to adopt a resolution to confirming liens against the properties as listed in the agenda packet for charges associated with the abatement of public nuisances.

LOCATION & DISTRICT	PROPERTY OWNER	TAX ID NO.	COST OF ABATEMENT
2808 Barwell Rd (C)	Deborah Parrish	0147630	457.00
3413 Brentwood Rd (B)	Harley L. Landis	0043548	1239.00
1712 Dallas St (C)	Michelle Faircloth	0055974	382.00
1522 Eva Mae Dr (C)	Heritage Manor Assn INC C/O Nancy Canady	0341186	421.00
1523 Eva Mae Dr (C)	Heritage manor Assn INC C/O Nancy Canady	0306989	421.00
1107 Fayetteville St (C)	Mamie Thorpe Yeargin Jones And Willie C. Yeargin McCullers	0080259	264.00
1723 Fox Hollow Dr (C)	L K Burnette	0190973	566.00
1725 Fox Hollow Dr (C)	L K Burnette	0192289	370.00
3517 Huntleigh Dr (B)	Amable Ferreira And Maria A. Ferreira	0276843	1579.00
300 Leagan Dr (D)	John Kim And Nam Joo Rim	0276843	418.00
301 Leagan Dr (D)	John Kim And Nam Joo Rim	0276840	421.00
524 Marble St (D)	Maria Torres	0025958	417.00
1104 S Person St (C)	James F. Oneal Jr.	0073321	550.00
1108 S Person St (C)	Antonio Mayo	0073732	598.00
1310 Poole Rd (C)	Cyretha Irving	0024467	461.00
1312 Poole Rd (C)	Cyretha Irving	0024466	443.00

808 Sawmill Rd (A)	Donald C. Baker And Christine A. Baker	0098804	517.00
3536 Singleleaf Ln (B)	Michael Dyson	0191857	337.00
3217 Winfield Ct (C)	Onoria Perez	0032427	768.00
4421 Woodlawn Dr (B)	Migdalia Mendozaq	0271744	513.00

File Attachments

[20180821HNPUBLICNuisanceCostConfirmation.pdf \(108 KB\)](#)
[20180821HNPUBLICNuisancePowerPointPictures.pdf \(7,951 KB\)](#)

Subject	3. Business Investment Grant - Arch Capital Services Inc. - \$182,500 Over Five Years
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	R. MATTERS SCHEDULED FOR PUBLIC HEARING - 2:00 PM OR AFTER
Type	Action (Consent)
Preferred Date	Aug 21, 2018
Absolute Date	Aug 21, 2018
Fiscal Impact	Yes
Dollar Amount	\$182,500.00
Budgeted	No
Recommended Action	Following the hearing, the Council may take action to authorize staff to finalize grant terms and authorize the City Manager to execute appropriate agreements. Council may also deny the grant or refer the item to committee for further discussion and consideration.

Jennifer Bosser, City Manager's Office

This is a hearing to consider a proposal to provide a business investment grant to Arch Capital Services Inc. The proposed grant is up to \$182,500 and is within the parameters of the Business Investment Grant program, as authorized by Chapter 158 of the North Carolina General Statutes. Arch Capital Services Inc. announced on July 24, 2018 that the company has selected North Carolina, Wake County, and Raleigh for its expansion and the addition of 365 permanent, full-time jobs. Arch Capital Services Inc. will invest \$12,900,000 to up-fit and equip new space for the additional jobs.

The selection of Raleigh by Arch Capital Services Inc. for the expansion of its operation in the City is contingent upon the City's support of the project through an economic development incentive grant and the City Council has previously authorized staff to offer such a grant on the terms and conditions described in the Business Investment Grant policy and herein. The annual grant is performance-based and tied to job creation. Performance requirements include the creation of 365 permanent, full-time jobs by December 31, 2022, with an average annual salary of \$103,386. The grant amount will be based on the creation of 365 jobs with the maximum grant amount not to exceed \$182,500. Payments are to be made on an annual basis for five years following creation of the 365 new jobs no later than December 31, 2022.

File Attachments

[2018821CCOBIGGRANTARCHCapital.pdf \(44 KB\)](#)

Subject	4. 2016-2020 Consolidated Plan Amendment
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	R. MATTERS SCHEDULED FOR PUBLIC HEARING - 2:00 PM OR AFTER
Type	Action
Preferred Date	Aug 21, 2018
Absolute Date	Aug 21, 2018

Fiscal Impact	No
Budgeted	No
Recommended Action	Conduct the Public Hearing. At the conclusion act on the request or defer for additional discussion.

Niki Jones, Housing and Neighborhoods

The 2016-2020 Consolidated Plan guides the City of Raleigh in addressing housing and community development needs across the city. Funding is provided through the Community Development Block Grant (CDBG), the HOME Partnership Investment Program (HOME), and the Emergency Solutions Grant (ESG). Whenever the City proposes to amend the approved plan a public hearing is required to provide citizens with an opportunity to comment. The proposed amendment is the addition of two documents related to servicing the homeless population. Details are included with the Agenda materials.

File Attachments

[20180821HNAmendmentConsolidatedPlanMemo.pdf \(348 KB\)](#)
[20180821HNPublicHearingRequestAmendmentConsolidatedPlanNC507CoordinatedEntry.pdf \(13,819 KB\)](#)
[20180821HNPublicHearingRequestAmendmentConsolidatedPlanWrittenStandards.pdf \(256 KB\)](#)

Subject	5. Street Closing - 04-2018 Thomas Road/Lake Boone Trail
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	R. MATTERS SCHEDULED FOR PUBLIC HEARING - 2:00 PM OR AFTER
Type	Action
Recommended Action	Adopt resolution authorizing closing, continue hearing or refer to committee

A hearing to consider a petition from Timothy Thompson, Raleigh Custom Homes, to close a portion of right of way located at the corner of Thomas Road and Lake Boone Trail. The closing would be according to Resolution 2018 - 602 adopted on June 19, 2018. A copy of the resolution is included in the agenda packet.

File Attachments

[2018821CCORes2018-602STC418.pdf \(761 KB\)](#)

Subject	6. Street Closing - 05-2018 Glenwood Avenue
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	R. MATTERS SCHEDULED FOR PUBLIC HEARING - 2:00 PM OR AFTER
Type	Action
Recommended Action	Adopt a resolution authorizing the closing, continue hearing or refer to committee.

A hearing to consider a request from Glenwood Partners, LLC to close of portion of right of way adjacent to 9 Glenwood Avenue and 21 Glenwood Avenue according to Resolution 2018 - 603 adopted at the June 19, 2018 Council meeting. A copy of the resolution is included in the agenda packet.

File Attachments

[2018821CCOSTC518GlenwoodAvenue.pdf \(762 KB\)](#)

Subject	7. Comprehensive Plan Amendment CP-3-18: Vardaman Street south of Rock Quarry Rd, east of Cumberland Street west of Vardaman Street
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	R. MATTERS SCHEDULED FOR PUBLIC HEARING - 2:00 PM OR AFTER
Type	Action
Recommended Action	Conduct the public hearing. At the conclusion of the public hearing, City Council may choose to act on the case or defer for further review. Alternately, the City Council may choose to continue the public hearing to date certain.
Bynum Walter, City Planning	

CP-3-18 is a citizen request to amend Map LU-3 Future Land Use of the 2030 Comprehensive Plan. The property owner, 630 Rock Quarry LLC, has requested to amend the Future Land Use Map from Neighborhood Mixed Use to the Community Mixed Use designation. The request encompasses approximately 2.46 acres located South of Rock Quarry Road, east of Cumberland Street, and west of Vardaman Street. The request is inconsistent with the Comprehensive Plan. Planning Commission found that the request is reasonable and in the public interest because the applicant has the support of the community, and South Central CAC for their rezoning case, and has pledged to continue to keep residents informed about the pending Comprehensive Plan Amendment. The Planning Commission unanimously recommends approval of the request (8-0).

A portion of the amendment request area totaling 0.36 acres is currently under review by the Planning Commission to be rezoned from R-10 to CX-3. The case number for that request is Z-28-17. The Comprehensive Plan amendment was submitted to create consistency between the rezoning request for CX-3 and the Future Land Use Map. Action for Z-28-17 was deferred during the June 26, 2018 Planning Commission meeting, and the item will be heard again at the August 28, 2018 meeting.

File Attachments
[20180821PLANPublicHearingCP318.pdf \(1,852 KB\)](#)

Subject	8. Comprehensive Plan Amendment CP-2-18: Triangle Drive at Toyota Drive
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	R. MATTERS SCHEDULED FOR PUBLIC HEARING - 2:00 PM OR AFTER
Type	Action
Recommended Action	Conduct the public hearing. At the conclusion of the public hearing, City Council may choose to act on the case or defer for further review. Alternately, the City Council may choose to continue the public hearing to a date certain.
Bynum Walter, City Planning	

Comprehensive Plan Amendment CP-2-18 Triangle Drive at Toyota Drive is a citizen request to amend the Future Land Use Map (Map LU-3) and the Street Plan Map (Map T-1) of the 2030 Comprehensive Plan. The proposal requests to change one parcel north of Glenwood Avenue, currently designated Parks & Open Space to Commercial & Business Services, and portions of two parcels south of Glenwood Avenue to Parks & Open Space. The proposed road realignment would result in the future road following the boundary of the proposed Parks & Open Space re-designation. This would result in a net loss of Parks & Open Space area, but a gain in contiguous Parks & Open Space and a net gain in Business & Commercial Services area.

Planning Commission found that the request is reasonable and in the public interest because it would allow the state to have additional land for Umstead Park, and allow a parcel that could not be used by Umstead Park to be used for a potentially viable commercial property development. The proposed road realignment would allow for added on street parking adjacent to Umstead Park. The Planning Commission unanimously recommends approval of the request (8-0).

File Attachments
[20180821PLANPublicHearingCP218.pdf \(5,680 KB\)](#)

Subject	9. Text Change TC-14-17: Job Titles
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	R. MATTERS SCHEDULED FOR PUBLIC HEARING - 2:00 PM OR AFTER
Type	Action
Recommended Action	Conduct the public hearing. At the conclusion of the public hearing, the City Council can choose to act on the item, refer to committee or defer for additional discussion.
Travis Crane, Planning	

This is a text change to the UDO that would modify multiple sections, articles and chapters. This text change would alter the names of departments and titles of positions to better align with the existing departmental structure. While this text change alters many pages, there would be little to no impact on any substantial regulation contained within the UDO.

File Attachments
[20180821PLANTC-14-17JobTitles.pdf \(380 KB\)](#)

S. REPORT AND RECOMMENDATION OF THE ECONOMIC DEVELOPMENT AND INNOVATION COMMITTEE

Subject	1. No Report
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	S. REPORT AND RECOMMENDATION OF THE ECONOMIC DEVELOPMENT AND INNOVATION COMMITTEE
Type	Information

Subject	2. Items Pending
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	S. REPORT AND RECOMMENDATION OF THE ECONOMIC DEVELOPMENT AND INNOVATION COMMITTEE
Type	Information

17 - 04 Urban Frontages - Application and Potential Revisions (7/3/18)

T. REPORT AND RECOMMENDATION OF THE GROWTH AND NATURAL RESOURCES COMMITTEE

Subject	1. TC-3-17 - Accessory Dwelling Unit Overlay District
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	T. REPORT AND RECOMMENDATION OF THE GROWTH AND NATURAL RESOURCES COMMITTEE
Type	Information

The Committee recommends that the City Council direct the Planning Commission to revise the proposed text change TC-3-17, Accessory Dwelling Units, by modifying the process to establish an overlay, permitted uses, and additional regulations to mitigate neighborhood impacts as outlined in the attached summary.

The Committee also recommends that the City Council authorize the development of a text change that would enable utility apartments and provide appropriate regulations, using the former Part 10 code standards as a framework, with exception to provisions related to occupation requirements and

limitations.

File Attachments

20180821CCOGRBackupADUs.docx (19 KB)

20180821CCOGRBackupTCDraft.pdf (546 KB)

Subject **2. Z-15-17/MP-2-17 - Macaw Street**

Meeting Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION

Category T. REPORT AND RECOMMENDATION OF THE GROWTH AND NATURAL RESOURCES COMMITTEE

Type Information

The Committee recommends removing Z-15-17/MP-2-17 - Macaw Street from the Growth and Natural Resources Committee agenda and placing it on the September 4, 2018 City Council agenda for consideration.

Subject **3. Items Pending**

Meeting Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION

Category T. REPORT AND RECOMMENDATION OF THE GROWTH AND NATURAL RESOURCES COMMITTEE

Type Information

15 - 29A Grading Requirements/Permit Triggers for Infill Development - 1505 Canterbury Road (9/19/17)

15 - 29B Stormwater Requirements for Infill Development - 1505 Canterbury Road (9/19/17)

17 - 05 Subdivision of Lots in Infill Settings (2/6/18)

17 - 08 CP-4-17 - RCRX Recommendations - Land Use Issues (4/3/15)

17 - 09 High Impact/High Visibility Projects - Appearance Commission Recommendations (5/17/18)

17 - 10 Z-7-18 - South New Hope Road and Rock Quarry Road conditional Use District (6/19/18)

U. REPORT AND RECOMMENDATION OF THE HEALTHY NEIGHBORHOODS COMMITTEE

Subject **1. No Report**

Meeting Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION

Category U. REPORT AND RECOMMENDATION OF THE HEALTHY NEIGHBORHOODS COMMITTEE

Type Information

Subject **2. Pending Items**

Meeting Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION

Category U. REPORT AND RECOMMENDATION OF THE HEALTHY NEIGHBORHOODS COMMITTEE

Type Information

17 - 01 Zoning for Residential Scale Offices Uses (3/6/18)

V. REPORT AND RECOMMENDATION OF THE TRANSPORTATION AND TRANSIT COMMITTEE

Subject **1. No Report**

Meeting Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION

Category V. REPORT AND RECOMMENDATION OF THE TRANSPORTATION AND TRANSIT COMMITTEE

Type Information

Subject **2. Items Pending**

Meeting Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION

Category V. REPORT AND RECOMMENDATION OF THE TRANSPORTATION AND TRANSIT COMMITTEE

Type Information

17 - 01 Traffic Calming - Northwood Drive (2/20/18)
17 - 04 CP-4-17 RCRX Recommendations - Transportation Issues (4/3/18)
17 - 05 NCDOT Projects - Widening Falls of Neuse Road at I-540 and Widening I-440 Interchange at Glenwood
Avenue/Ride Road (6/5/18)

W. REPORT FROM THE MAYOR AND CITY COUNCIL

Subject **1. Reports of Mayor and Council Members**

Meeting Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION

Category W. REPORT FROM THE MAYOR AND CITY COUNCIL

Type

Staff Resource -

Blurb -

X. APPOINTMENTS

Subject **1. Housing Appeals Board - One Vacancy**

Meeting Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION

Category X. APPOINTMENTS

Type Action

Recommended Action Make nominations

No nominees

File Attachments
[20180821CCOHousingAppealsRoster.pdf \(37 KB\)](#)

Subject **2. Raleigh Historic Development Commission - One Vacancy**

Meeting Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION

Category X. APPOINTMENTS

Type Action

Recommended Action Make nominations/appointment

Nominations include

Ian Dunn (Crowder/Stewart)

File Attachments
[20180821CCORaleighHistoricDevelopmentCommissionRoster.pdf \(56 KB\)](#)

Subject 3. Raleigh Convention and Performing Arts Centers Authority - One Vacancy

Meeting Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION

Category X. APPOINTMENTS

Type Action

Recommended Action Make nominations

Kevin Howell (McFarlane)
Derick Whittenburg (Branch)

File Attachments
[20180821CCOConventionand performingartscenterroster.pdf \(71 KB\)](#)

Y. NOMINATIONS

Subject 1. Arts Commission - One Vacancy

Meeting Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION

Category Y. NOMINATIONS

Type Action

Recommended Action Make nominations/appointment

The term of Moses Alexander Greene is expiring. He is eligible for reappointment.

Mr. Greene has attended 13 of the 20 meetings held.

File Attachments
[20180821CCOArtsCommissionroster.pdf \(56 KB\)](#)

Subject 2. Historic Cemeteries Advisory Board - Three vacancies

Meeting Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION

Category Y. NOMINATIONS

Type Action

Recommended Action Make nominations

Letters of resignation have been received from Jane Thurman, David Brown and Judy Kelly

File Attachments
[20180821CCOHistoricCemeteriesAdvisoryBoardRoster.pdf \(37 KB\)](#)

Subject 3. Human Relations Commission - One Vacancy

Meeting Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION

Category Y. NOMINATIONS

Type Action

Recommended Action Make nominations/appointment

The term of Keith Karlsson is expiring. He is eligible and would like to be considered for reappointment

Mr. Karlsson has attended 12 of the 18 meetings held.

File Attachments
[2018821CCOHumanRelationsCommissionroster.pdf \(63 KB\)](#)

Subject 4. Parks, Recreation and Greenway Advisory Board - Two Vacancies

Meeting Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION

Category Y. NOMINATIONS

Type Action

Recommended Action Make nominations/appointment

The term of David Millsaps is expiring. He is eligible for reappointment

Mr. Millsaps has attended 16 of the 21 meeting held.

A letter of resignation has been received from Shane Mellin. Mr. Mellin will be moving out of town soon.

File Attachments
[20180821CCOParksRecreationGreenwayAdvisoryBoardRoster.pdf \(65 KB\)](#)

Subject 5. Raleigh Transit Authority - One Vacancy

Meeting Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION

Category Y. NOMINATIONS

Type	Action
Recommended Action	Make nominations

A letter of resignation has been received from Larry Lindsey. Mr. Lindsey has taken a job outside the city and will be moving out of Raleigh.

Z. REPORT AND RECOMMENDATION OF THE CITY ATTORNEY

Subject	1. Request from Wake Electric Membership Corporation
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	Z. REPORT AND RECOMMENDATION OF THE CITY ATTORNEY
Type	Action
Recommended Action	Council may wish to determine whether it would like to consider the request at this time and, if so, determine whether it wishes to do so in a work session, through a Committee assignment, or in another manner.

The Wake Electric Membership Corporation (WEMC) has asked that the City designate it as the exclusive electric provider in service areas presently assigned to WEMC ("the assigned areas"). Utilities and electric cooperatives divided service areas within the State in 1965, but a municipal franchise agreement takes precedence over this division.

The assigned areas are, for the most part, outside the Raleigh city limits, but may be subject to City annexation at some point in the future. Without the exclusive electric provider designation, when the City annexes into these WEMC-assigned areas, Duke Energy will likely be required to provide service under the City's existing franchise agreement. Representatives with WEMC have met with the Interim City Attorney and Assistant Transportation Director to discuss the request.

N.C. Gen. Stat. § 160A-332(6a) authorizes, but does not require, the Council to designate WEMC as the primary provider in these assigned areas. Duke Energy has concurred in writing with WEMC's request to designate it as the primary provider in the assigned areas. The City of Durham and the towns of Creedmoor, Franklinton, Knightdale, Oxford, Rolesville, and Youngsville all received similar requests from WEMC; each has granted the WEMC request.

A memorandum describing the request is included with the agenda materials, along with a map showing the service areas and supporting materials submitted by WEMC. Representatives of WEMC have indicated that they will be in attendance at the Council meeting. If the Council wishes to consider the request, it would be appropriate to assess the request in greater detail.

File Attachments

[20180821CAOWakeElectricRequest.pdf \(5,885 KB\)](#)

AA. REPORT AND RECOMMENDATION OF THE CITY CLERK

Subject	1. Minutes - June 19, 2018 Regular Session and July 3, 2018 Regular Session
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	AA. REPORT AND RECOMMENDATION OF THE CITY CLERK
Type	Action
Recommended Action	Approve the minutes.

Copies of the June 19, 2018 Regular Session and July 3, 2018 Regular Session minutes are included in the agenda packet.

File Attachments

[20180821CCO20180619CouncilRegularSession.pdf \(300 KB\)](#)

[20180821CCO20180703CouncilRegularSession.pdf \(478 KB\)](#)

BB. CLOSED SESSION

Subject	1. Enter Closed Session
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	BB. CLOSED SESSION
Type	Action
Recommended Action	Pursuant to GS. 143-318.11

CC. OPEN SESSION

Subject	1. Return to Open Session
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	CC. OPEN SESSION
Type	Procedural

Subject	2. Adjourn Meeting
Meeting	Aug 21, 2018 - REGULAR MEETING - THIRD TUESDAY - WORK SESSION & AFTERNOON SESSION
Category	CC. OPEN SESSION
Type	Procedural