

City Manager's
Office

CAC Update



Raleigh



Timeline

**January 28,
2023**

**City Council
Retreat
Engagement
Network & CAC
Discussion**

**February 7,
2023**

**City Council
Meeting
Access to
Community
Centers**

**January 27,
2024**

**Council Retreat
CAC discussion**

**February 6,
2024**

**Council Meeting
Motion**

February 6, 2024 - Motion (8-0 vote)

- 1** Provide CACs with **free, monthly-meeting space** in a convenient City facility within the geographic boundary of each CAC.

February 6, 2024 - Motion (8-0 vote)

- 2** **Allow access to City-owned technology**, such as online meeting programs (like Zoom or Teams). If it is found that using Teams is not possible, I would direct staff to cover the cost of a yearly subscription of a Zoom account even if that means pulling it from Council Contingency funds.

February 6, 2024 - Motion (8-0 vote)

3

Provide a Succession Plan: Educate Raleigh residents and community about the Raleigh Neighborhood College and Citizens Leadership Academy in an effort to encourage participation and cultivate future civic leaders.

Access to Community Centers

20 Citizens Advisory Councils currently have free access to **20 Community Centers** near CAC geographic boundaries

73 As of 6/23/25, **73 Citizen Advisory Council Meetings** have taken place at City facilities

East, Hillsborough-Wade, Midtown, Mordecai, North, Northwest, Southeast, Southwest, West



City-Owned Technology

- **Conducted technology assessment in 2024**
- **Creation of a proposed program to provide a media kit to be signed out by those who need the resource for hybrid meetings.**
- **It will include a bag, laptop, an Owl, stand for Owl, HDMI cable, power cable, etc. (\$2,400 per kit)**



City-Owned Technology

Audio Visual (AV) Upgrades in Community Centers

- **Recently Completed**

- Marsh Creek Community Center, Millbrook Community Center, Roberts Community Center, Laurel Hills Community Center and Carolina Pines Community Center is nearly completed.

- **Fall 2025 Projects**

- Green Road Community Center, Pullen Community Center and Barwell Road Community Center.



City-Owned Technology

Zoom Solution

- City would purchase a license per CAC - **~\$200 per license annually**
- CACs do not need a City of Raleigh email address
- License is assigned to an email account and can be transferred to another email account to accommodate member changes
- Licenses will be managed by City staff
- A meeting allows up to 350 participants and has a 30-hour duration limit



Succession Plan



Ensure that we assist with growing future civic leaders and provide succession planning opportunities for CACs

- Share recruitment information at least twice per year via social media, website, gov delivery, and other ways
- RCAC leadership to come and speak at the Citizen Leadership Academy beginning in September.
- Incorporate leadership training modules (e.g. Roberts Rules)

Additional Items

- **Developed steps to connect Raleigh Citizens Advisory Council to residents interested in receiving CAC related news**
- **Explored website presence feature through the Engagement Network**
- **Identified opportunities to share CAC related news to registered neighborhoods**



Recommendations

Staff recommends that we implement the following:

1. Purchase media kits and continue to upfit community centers with new technology.
2. Implement the Zoom solution
3. Implement the items in the Succession Plan
4. Implement the Additional Items noted
5. Work with RCAC and other CACs to join the Engagement Network prior to the implementation above

questions