



City of Richmond

Meeting Minutes

Finance and Economic Development Standing Committee

Thursday, June 21, 2018

5:00 PM

Council Chamber, 2nd Floor – City Hall

Committee Members and Staff in Attendance

The Honorable Cynthia Newbille – Chair
The Honorable Michael Jones – Vice Chair (*late arrival*)
The Honorable Parker Agelasto – Member
The Honorable Kim Gray – Member (*late arrival*)
The Honorable Kristen Larson – Member
The Honorable Andreas Addison – Council Member (*late arrival and early departure*)
Lisa Braxton, Interim Deputy City Clerk
Bill Echelberger Jr., Council Budget Analyst
Charles Jackson, Council Budget Analyst
Pamela Nichols, Assistant City Clerk
Tabrica Rentz, Senior Assistant City Attorney

Call to Order

Chair Cynthia Newbille called the meeting to order at 5:03 p.m.

Evacuation Announcement and Citizen Speaker Guidelines

Pamela Nichols, assistant city clerk, provided information on the appropriate manner in which the Council Chamber is to be evacuated in the event of an emergency along with citizen speaker guidelines.

Public Comment Period

Vice Chair Michael Jones and Member Kim Gray arrived and were seated.

There were no public comments.

Approval of Minutes

Member Kristen Larson moved to approve the minutes of the Thursday, May 17, 2018, meeting at 5:00 p.m., which was seconded and approved: Ayes 4, Larson, Gray, Agelasto, Jones. Noes None. Abstentions 1, Newbille.

Board Vacancies

There were no board vacancies.

Presentations

There were no presentations.

Paper(s) for Consideration

The following ordinance and resolution were considered:

ORD. 2017-197

To amend and reordain ch. 2, art. V of the City Code by adding therein a new div. 10 (§§ 2-1002-2-1008) and a new div. 11 (§§ 2-1035-2-1041) and to amend ch. 12 of the City Code by adding therein a new art. V (§§ 12-201-12-218) for the purpose of establishing an Education, Health, and Human Services Grant Commission, a Visual and Performing Arts Grant Commission, and related grant programs for nonprofit organizations to be administered by each commission.

Patron: Ms. Larson

RES. 2017-R076

To establish, pursuant to City Code § 12-206, the per capita amounts to be used to determine budget appropriations for nonprofit organization grant programs beginning with the Fiscal Year 2018-2019.

Patron: Ms. Larson

Member Larson asked the committee to continue ORD. 2017-197 and RES. 2017-R076 to the next committee meeting.

There were no further comments or discussions and **Member Larson moved to continue ORD. 2017-197 and RES. 2017-R076 to the July 19, 2018 Finance and Economic Development Standing Committee meeting, which was seconded and unanimously approved.**

The following ordinance was considered:

ORD. 2018-030

To amend ch. 12, art. I of the City Code by adding therein new §§ 12-18 and 12-19, concerning the preparation of strategic action plans by each City department, agency, and office, for the purpose of aligning the service delivery goals of each City department, agency, and office with the City's overall strategic plan.

Patron: Ms. Robertson

The committee was advised of the patron's request to continue ORD. 2018-030 to the September 20, 2018 committee meeting.

There were no further comments or discussions and **Vice Chair Jones moved to continue ORD. 2018-030 to the September 20, 2018 Finance and Economic Development Standing Committee meeting, which was seconded and approved.**

The following resolution was considered:

RES. 2018-R060

To adopt, pursuant to City Code § 21-44, procedures for utilizing construction management or design-build contracts.

Patron: Mayor Stoney

Betty Burrell, director – Procurement Services, provided a brief overview of the purpose for RES. 2018-R060.

Donald Summers, capital projects manager – Department of Public Works, provided an analyst of three delivery methods to be considered for the construction of three new schools. Mr. Summers explained the advantages in selecting the construction manager at risk method and the disadvantages in typical delivery method of design-bid-build.

A copy of the material provided has been filed.

The committee inquired about the schools' representation on the design and evaluation team, disadvantages associated with the construction management at risk delivery method, and safeguards for the city in the event construction deadlines are not met.

Councilor Andreas Addison arrived and was seated.

There were no further comments or discussions and **Vice Chair Jones moved to forward RES. 2018-R060 to Council with the recommendation to approve, which was seconded and unanimously approved.**

The following ordinance was considered:

ORD. 2018-179

To amend City Code §§ 2-298, concerning the functions of the Department of Economic Development; 2-300, concerning the appointment, powers, and duties of the Director of Economic Development; 8-1, concerning reports and recommendations on the acquisition of real estate; 8-2, concerning the authority of the Chief Administrative Officer to lease City-owned real estate; and 8-55, concerning the role of the Chief Administrative Officer in the sale of City-owned real estate, for the purpose of setting forth the role of the Director of Economic Development in providing certain City real estate services.

Patron: Mr. Addison

Councilor Addison introduced ORD. 2018-179 and stated that the proposed ordinance will align resources to create a better control and management of city-owned real estate.

Lee Downey, deputy chief administrative officer – Economic and Community Development, stated that city administration would like the opportunity to finalize the responsibility for the new director's position before agreeing to the roles and responsibilities outlined in the proposed ordinance. Mr. Downey further stated that preservation and maintenance of city-owned real estate was the responsibility of the Department of Public Works and should not be included in ORD. 2018-179.

Councilor Addison stated that he was amicable to city administration's recommendation to amend ORD. 2018-179 to remove preservation and maintenance of city-owned properties as a function for the newly created Department of Economic Development.

Chelsi Bennett, senior policy advisory to the chief administrative officer, was present to respond to questions.

Member Gray expressed concern that the function for the newly developed department did not reference workforce development and business retention and stated that the function of the new department should also include oversight of economic development grants.

Member Agelasto stated that he was interested in viewing a comparison in the responsibilities described in the proposed ordinance versus real estate functions currently being executed by the city, and requested an outline of the Economic Development Authority's roles and responsibilities.

After further discussion, Councilor Addison agreed to further amend ORD. 2018-179 to include retention of businesses as a function for the Department of Economic Development and to delete sections to realign of responsibilities relating to real estate from the proposed legislation.

Chair Newbille asked city administration to work with council staff to discuss specific regarding economic development projects and responsibilities for the new director of economic development.

There were no further comments or discussions and **Member Gray moved to forward ORD. 2018-179 to Council with the recommendation to approve with amendment, which was seconded and unanimously approved.**

Councilor Addison exited the meeting.

Discussion Item(s)

Lee Downey, deputy chief administrative officer – Economic and Community Development, stated that data collection for the Washington Redskins Training Camp was being compiled by a third party and once finalized, the information will be presented; however, it was difficult to determine an actual date for the presentation. Mr. Downey agreed to provide a status update on the process at the July committee meeting.

The committee asked questions relative to the contractual extension for the Training Camp. Chair Newbille asked committee members to submit additional to Council Budget Analyst Charles Jackson for a response.

Staff Report

Bill Echelberger and Charles Jackson, council budget analysts, provided the June staff report.

A copy of the material provided has been filed.

Adjournment

There being no further business, the meeting adjourned at 6:29 p.m.