



# City of Richmond

900 East Broad Street  
Richmond, VA 23219  
[www.rva.gov/office-city-clerk](http://www.rva.gov/office-city-clerk)

## Draft Meeting Minutes Organizational Development Standing Committee

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Monday, April 1, 2024

4:00 PM

Council Chamber, 2nd Floor - City Hall

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### Members Present

The Honorable Kristen Nye – Chair  
The Honorable Ann-Frances Lambert – Vice Chair  
The Honorable Andreas Addison – Member  
The Honorable Katherine Jordan – Member  
The Honorable Stephanie Lynch – Member  
The Honorable Cynthia Newbille – Member  
The Honorable Ellen Robertson – Member  
The Honorable Reva Trammell – Member (early departure)

### Absent

The Honorable Nicole Jones – Member

### Others in Attendance

Laura Drewry, City Attorney  
LaTasha Holmes, Council Chief of Staff  
Adam Poser, Deputy Council Chief of Staff  
Tabrica Rentz, Deputy City Attorney  
Candice Reid, City Clerk

### Call to Order

Chair Kristen Nye called the meeting to order at 4:05 p.m., and presided.

### Chamber Emergency Evacuation Plan Announcement

Upon the Chair's request, City Clerk Candice Reid provided information on the appropriate manner in which the Council Chamber is to be evacuated in the event of an emergency.

## Electronic Participation

Pursuant to Rule III(D)(4)(b) of Council's Rules of Procedure, Member Katherine Jordan made a request to participate in the meeting via Microsoft Teams from Charlottesville, Virginia, due to ongoing leave related to a death in her family, which prevented her physical attendance. The committee members present were required to adopt a motion to approve Member Jordan's participation in the meeting by electronic communication means if it appeared to the body that her request complied with Rule III(D) of Council's Rules of Procedure. A motion was solicited from those members physically assembled to approve Member Jordan's participation in the meeting by electronic communication means.

**Member Andreas Addison moved to allow Member Katherine Jordan to participate in the meeting by electronic communication means. The motion was seconded and approved: Ayes 7, Addison, Robertson, Lynch, Trammell, Newbille, Lambert, Nye. Noes None.**

## Approval of Minutes

There were no corrections or amendments to the minutes of the Monday, March 4, 2024 Organizational Development Standing Committee meeting, at 4:00 p.m., and the minutes were approved as presented.

[CD.2024.085](#) March 4, 2024 - Organizational Development Meeting Minutes

## Reports from City Administration, Council Staff and Other Parties

### Legislative Updates

Kathy Burcher, City Lobbyist, Advantus Strategies Senior Director, Government Relations, provided the committee with a presentation regarding a 2024 Virginia General Assembly Session review.

*A copy of the material provided has been filed.*

[CD.2024.097](#) Legislative Updates Presentation

Member Andreas Addison inquired why the Virginia General Assembly (GA) did not approve legislation related to the city's ability to use additional speed cameras to address safety.

Ms. Burcher stated that both democratic and republican members of the GA had concerns about the use of cameras due to the increased interactions with police and potential government overreach.

*Member Stephanie Lynch inquired about the status of skill games legislation.*

Ms. Burcher stated that she was unaware of the potential outcomes related to skill games legislation and regulations.

*Vice Chair Ann-Frances Lambert inquired about legislation allowing city councils to increase member salaries. Vice Chair Lambert also requested documentation detailing new laws going into effect July 1, 2024, so that Council can alert constituents.*

Ms. Burcher stated that the bill addressing council salaries was amended and currently waiting on action from the Governor.

### **Department of Public Utilities (DPU) Combined Sewer Program Presentation**

April Bingham, Director of Public Utilities, and Grace LeRose, DPU Policy Advisor, provided the committee with a presentation that addressed the city's combined sewer system program.

*A copy of the material provided has been filed.*

#### [CD.2024.090](#) Combined Sewer Program Presentation

*Vice Chair Ann-Frances Lambert inquired about the amount of American Rescue Plan Act (ARPA) funds being used for the proposed combined sewer overflow (CSO) projects, and she stated her concern about using ARPA funds for CSO projects.*

*Member Ellen Robertson inquired about the timeline for the completing and funding the CSO project prior to the state mandated 2035 completion date.*

*Member Andreas Addison noted the longevity of the project, and he inquired about the city's funding responsibility for the duration of the project.*

Chief Administrative Officer (CAO) Lincoln Saunders provided additional information regarding the allocation of ARPA funds for the CSO project. CAO Saunders also addressed different funding methods that will be used, and how the city will receive funding from the state.

*Chair Kristen Nye stated her appreciation for the presentation, but noted that the city will need to work with partners to advocate for funding assistance. Chair Nye also recommended that the Governmental Operations Standing Committee receive updates as the project moves forward.*

### **City Council Offices FY25 Budget Request Specifics**

Council Chief of Staff LaTasha Holmes provided the committee with an update regarding Council Agency budget funding requests.

*Chair Kristen Nye stated that she would initiate the necessary steps to address certain budget requests submitted by Council agencies.*

*Vice Chair Ann-Frances Lambert and Member Andreas Addison stated their support for Chair Nye's comments regarding Council agency budget requests.*

### **Council Chief of Staff Updates**

Council Chief of Staff (CCOS) LaTasha Holmes provided the committee with Office of the Council Chief of Staff updates. CCOS Holmes addressed upcoming budget work sessions, information related to the upcoming 2024 election, and the process for moving forward with Council's legislative priorities at the Virginia General Assembly.

*Chair Kristen Nye informed the committee that members will need to take required Freedom of Information Act and conflict of interest trainings online.*

*A copy of the material provided has been filed.*

[CD.2024.107](#) Council Chief of Staff Handout

### **Reports of Standing Committees**

City Council standing committee chairs provided members with an update regarding committee action.

*Member Stephanie Lynch stated that the Education and Human Services Standing Committee was reviewing the possibility of holding meetings to address a homeless advisory council and the city's inclement weather shelter.*

*Member Reva Trammell left the meeting at 5:40 p.m.*

### **Paper(s) for Consideration**

There were no papers for consideration.

### **Discussion Item(s)**

#### **Surplus Fund Balance Policy**

*Member Cynthia Newbille informed members that Council was previously provided a copy of proposed changes to the city's fund balance policy, and she provided a summary of the proposed changes. Member Newbille noted that she was still waiting on feedback from members and city administration, and she requested that members provide feedback by April 5, 2024.*

*Chair Kristen Nye requested that the proposed changes be recirculated to members so that feedback can be provided by the requested date.*

*Member Stephanie Lynch inquired about proposed increases to the allocation of surplus funding to the city's funding reserves.*

Chief Administrative Officer Lincoln Saunders provided information regarding the allocation recommendations for surplus funds and how the allocations would help the city's bond rating.

*Member Ellen Robertson stated her concerns that the Finance and Economic Development Standing Committee had yet to discuss the proposed changes.*

*Member Newbille stated that she would work with members of the Finance and Economic Development Standing Committee to review the proposed changes.*

## **Adjournment**

There being no further business, the meeting adjourned at 6:00 p.m.