



## City of Richmond

900 East Broad Street  
Richmond, VA 23219  
[www.richmondgov.com/cityclerk](http://www.richmondgov.com/cityclerk)

### Minutes

## Governmental Operations Standing Committee

---

Thursday, September 27, 2018

12:00 PM

Council Chamber, 2nd Floor - City Hall

---

### Committee Members and Staff in Attendance

The Honorable Andreas Addison – Chair  
The Honorable Kimberly Gray – Vice Chair (Late arrival)  
The Honorable Parker Agelasto – Member  
The Honorable Ellen Robertson, Council Member  
Lisa Braxton, Interim Deputy City Clerk  
Haskell Brown, Deputy City Attorney  
Joyce Davis, Council Policy Analyst  
Charles Jackson, Council Budget Analyst

### Call to Order

Chair Andreas Addison called the meeting to order at 12:02 p.m.

### Evacuation Announcement

Upon the chair's request, Interim Deputy City Clerk Lisa Braxton 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

There were no public comments.

### Approval of Minutes

There were no amendments or corrections to the meeting minutes of Thursday, July 26, 2018, and the Committee approved the minutes as presented.

### Presentation

#### Comparative Cost Report – Analysis of Government Operations

City Auditor Lou Lassiter presented the Committee with a comparative cost report analysis regarding information that was submitted to the State Auditor of Public Accounts (APA) on local government operations and enterprise activities by like-kind governments, which included Norfolk, Newport News, Hampton, Roanoke, Alexandria and Arlington County. Mr. Lassiter emphasized that the report was a non-audit service, which provides high level analysis for Council and city administration; he cautioned its use as an indicator of efficiency or performance without further analysis of government services.

*Vice Chair Kim Gray arrived at 12:07 and was seated.*

*A copy of the presentation has been filed.*

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

### **The following ordinance was considered:**

#### ORD. 2018-240

To name the improvements located at 1400 Oliver Hill Way and known as the “Conrad Center” as the “Annie Giles Community Resource Center.”

**Patron:** Ms. Robertson

*Councilor Ellen Robertson introduced ORD. 2018-240 and stated that the community is in support of the proposed legislation; however, she has been recently informed that Community Wealth Building services offered at the center are being relocated to the East District, and the center will be utilized temporarily as the city’s cold weather shelter.*

There were no further comments or discussions and **Member Agelasto moved to forward ORD. 2018-240 to the October 8, 2018 Council meeting with recommendation to approve, which was seconded and unanimously approved.**

### **The following ordinance was considered:**

#### ORD. 2018-241

To amend ch. 16, art. I of the City Code by adding therein a new § 16-2, concerning a requirement for a homeless strategic plan, to require a homeless strategic plan to be presented to the City Council and the Mayor commencing no later than Oct. 1, 2019, and updated homeless strategic plans by Oct. 1 every two years thereafter.

**Patron:** Ms. Robertson

*Councilor Ellen Robertson provided an introduction of ORD. 2018-241.*

*Vice Chair Kim Gray stated that she supports ORD. 2018-241; however, she asked that there be collaboration with local consortiums, in an effort to not duplicate services.*

*Member Parker Agelasto asked that ORD. 2018-241 be continued to allow for the introduction of an amendment to the proposed legislation, to include the federal strategic plan, organizations and partnerships of the city and recommendations from Kelly King Horne, Homeward executive director, which were emailed prior to City Council.*

*Councilor Robertson stated that she will support the inclusion of the suggested amendment to ORD. 2018-241 and asked the Committee to craft the amendment language, in an attempt to expedite the adoption of the proposed legislation.*

*Shunda Giles, Social Services director, was available to answer questions regarding the homeless strategic plan and stated that city administration supports ORD. 2018-241.*

*Member Agelasto asked to be added as a co-patron of the proposed legislation.*

*Chair Andreas Addison requested the inclusion of an analysis of quantifiable metrics and performance measures for increasing the availability of housing or shelters for the homeless to ORD. 2018-241; he also asked to be added as a co-patron of the proposed legislation.*

*Vice Chair Kim Gray stressed the need to consider providing services without overwhelming any one particular neighborhood with a permanent shelter.*

*Councilor Robertson requested the inclusion of an implementation schedule for the homeless strategic plan to ORD. 2018-241.*

There were no further comments or discussions and **Member Agelasto moved to forward ORD. 2018-241 to the October 8, 2018 Council meeting with recommendation to approve with amendment, which was seconded and unanimously approved.**

*Deputy City Attorney Haskell Brown advised the Committee that the adoption of legislation is required to change the usage of a facility.*

**The following ordinance was considered:**

ORD. 2018-256

To amend and reordain City Code § 9-58, which assigns polling places in the city, for the purpose of reflecting changes to the street address for Precinct 101 and reflecting changes to the name of the polling place for Precinct 303.

**Patron:** Mr. Addison and President Hilbert

*Chair Andreas Addison provided an introduction of ORD. 2018-256.*

There were no further comments or discussions and **Vice Chair Gray moved to forward ORD. 2018-256 to the October 8, 2018 Council meeting with recommendation to approve, which was seconded and unanimously approved.**

**The following ordinance was reconsidered:**

ORD. 2018-241

To amend ch. 16, art. I of the City Code by adding therein a new § 16-2, concerning a requirement for a homeless strategic plan, to require a homeless strategic plan to be presented to the City Council and the Mayor commencing no later than Oct. 1, 2019, and updated homeless strategic plans by Oct. 1 every two years thereafter.

**Patron:** Ms. Robertson

*After conferring with Deputy City Attorney Haskell Brown, Interim Deputy City Clerk Lisa Braxton informed the Committee that Ord. 2018-241 needed to be continued to allow the City Attorney's office an opportunity to clarify the proposed amendment.*

*After further discussion regarding the change in use of facilities, Member Parker Agelasto requested a copy of an opinion from the City Attorney's office concerning the operation of a temporary hypothermal shelter at the Conrad Center.*

There were no further comments or discussions and **Member Agelasto moved to continue ORD. 2018-241 to the October 25, 2018 Governmental Operations Standing Committee meeting, which seconded and unanimously approved.**

**The following ordinance was considered:**

ORD. 2018-257

To amend and reordain Ord. No. 2006-321-2007-33, adopted Feb. 26, 2007, which authorized the President of the Council to execute, on behalf of the City of Richmond, employment agreements with the Council Chief of Staff, and to authorize the Council Chief of Staff, with the authorization of the President and Vice President of the Council, to execute such agreements with the City Assessor, the City Attorney, the City Auditor, and the City Clerk to establish performance criteria and other terms and conditions of employment for such individuals, to add the Inspector General to the list of positions for which the Council Chief of Staff is

authorized to execute employment agreements.

**Patron:** President Hilbert

*Vice Chair Kim Gray requested that ORD. 2018-257 be amended to reflect that, “the President and Vice President of Council, on behalf of Council and with the consent of Council” have the authority to execute employment agreements.*

*Member Parker Agelasto concurred with Vice Chair Gray regarding the suggested amendment.*

*Deputy City Attorney Haskell Brown requested additional clarification of the proposed amendment to ORD. 2018-257.*

There were no further comments or discussions and **Member Agelasto moved to forward ORD. 2018-257 to the October 8, 2018 Council meeting with recommendation to approve with amendment, which was seconded and unanimously approved.**

**The following ordinance was considered:**

ORD. 2018-258

To provide that Greater Richmond Transit Co. shall not charge fares to passengers on November 6, 2018.

**Patron:** Mayor Stoney

*Jay Brown, Budget and Strategic Planning director, was available to answer questions regarding ORD. 2018-258.*

*Vice Chair Kim Gray stated that she is willing to forward Ord. 2018-258 to Council for approval; however, she remarked that it is not the best use of city funds.*

*Committee Member Parker Agelasto stated that he supports ORD. 2018-258; however, he disapproves of the completion of the O&R request regarding the necessity of a budget amendment.*

There were no further comments or discussions and **Vice Chair Gray moved to forward ORD. 2018-258 to the October 8, 2018 Council meeting with recommendation to approve, which was seconded and unanimously approved.**

**The following resolution was considered:**

RES. 2018-R019

To request that the Chief Administrative Officer cause to be developed a policy and methodology to implement performance budgeting for all departments, boards, commissions, and agencies of the City for the purpose of using performance indicator data to allocate resources.

**Patron:** Ms. Robertson

*Jay Brown, Budget and Strategic Planning director, and Shannon Paul, Budget and Strategic Planning management analyst, provided a presentation related to RES. 2018-R019.*

*A copy of the presentation has been filed.*

*Chair Andreas Addison inquired regarding access of the performance budgeting information being available to the public.*

*Vice Chair Kim Gray suggested that the Permits and Inspections and Code Enforcement divisions be a part of the pilot program.*

*Councilor Ellen Robertson requested a list of the agencies and/or departments participating in the*

*performance budgeting pilot program.*

There were no further comments or discussions and **Member Agelasto moved to forward RES. 2018-R019 to the October 8, 2018 Council meeting with recommendation to approve, which was seconded and unanimously approved.**

**The following resolution was considered:**

RES. 2018-R043

To amend Res. No. 2013-R186-180, adopted Sept. 23, 2013, which requested that the Chief Administrative Officer cause all City departments and other agencies to incorporate into their budget requests for Fiscal Year 2014-2015 goals and initiatives designed to support the recommendations of the Mayor's Anti-Poverty Commission, as set forth in the Commission's report dated Jan. 18, 2013, for the purpose of making such request applicable to the Fiscal Year 2019-2020 and each fiscal year thereafter.

**Patron:** Ms. Robertson

*Councilor Ellen Robertson provided an introduction of RES. 2018-R043.*

*Shannon Paul, Budget and Strategic Planning management analyst, provided a presentation related to RES. 2018-R043.*

*A copy of the presentation has been filed.*

There were no further comments or discussions and **Member Agelasto moved to forward RES. 2018-R043 to the October 8, 2018 Council meeting with recommendation to approve, which was seconded and unanimously approved.**

**The following resolution was considered:**

RES. 2018-R086

To encourage and support participation in the "Bells of Peace: A World War I Remembrance" program with the tolling of bells on November 11, 2018, at 11:00 a.m., to commemorate the end of World War I.

**Patron:** Mr. Agelasto

*Committee Member Parker Agelasto introduced RES. 2018-R086 and stated that the World War I Centennial Commission requested the adoption of the proposed legislation of all localities across the United States.*

*Vice Chair Kim Gray, Chair Andreas Addison and Councilor Ellen Robertson asked to be added as co-patrons of RES. 2018-R086.*

There were no further comments or discussions and **Chair Addison moved to forward RES. 2018-R086 to the October 8, 2018 Council meeting with recommendation to approve, which was seconded and unanimously approved.**

**The following resolution was considered:**

RES. 2018-R090

To amend the Rules of Procedure adopted by Res. No. 2017-R001, adopted Jan. 3, 2017, as previously amended by Res. No. 2017-R013, adopted Mar. 27, 2017, Res. No. 2017-R017, adopted Mar. 27, 2017, and Res. No. 2017-R032, adopted Jun. 26, 2017, for the purpose of updating the policy concerning participation in meetings through electronic communication to reflect changes to state law.

**Patron:** President Hilbert

Deputy City Attorney Haskell Brown introduced RES. 2018-R090.

There were no further comments or discussions and **Vice Chair Gary moved to forward RES. 2018-R090 to the October 8, 2018 Council meeting with recommendation to approve, which was seconded and unanimously approved.**

### Board Vacancies

Interim Deputy City Clerk Lisa Braxton reviewed board applications for consideration by the committee.

**Chair Addison moved to forward the following board application to Council with the recommendation to approve, which was seconded and unanimously approved:**

Board Name	Criteria for Appointment	Applicant Name
Sister Cities Commission (13 members)	*  (1 vacancy)	Nin Aseeya Ra-El

\* Applicants must either reside or work in the city of Richmond.

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

### Discussion Item(s)

#### **Format to Post Council District Funds Monthly on City's Website**

Joyce Davis, Council policy analyst, introduced and thanked Charles Todd, Information Technology director, who provided the committee with a presentation regarding possible solutions for reporting expenditures of Council district funds for dissemination on the city's payment register open data portal.

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

It was consensus of the Committee to publish the current Council expenditure reports as well as using Socrata (a software that makes existing government data discoverable, usable and actionable for government workers and the people they serve) to import and manipulate the data for publishing to the open data portal.

Mr. Todd agreed to provide Council and staff access to Socrata as well as instructions on how to navigate the system.

### Staff Report

Council Policy Analyst Joyce Davis provided the committee with the October staff report.

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

### Adjournment

*Member Parker Agelasto introduced and welcomed 5<sup>th</sup> District intern, Gabe Joseph.*

There being no further business, the meeting adjourned at 2:22 p.m.