



City of Richmond

900 East Broad Street
Richmond, VA 23219
www.richmondgov.com/cityclerk

Minutes

Organizational Development Standing Committee

Tuesday, September 4, 2018

5:00 PM

Council Chamber, 2nd Floor - City Hall

Committee Members and Others in Attendance

The Honorable Chris Hilbert – Chair
The Honorable Cynthia Newbille – Vice Chair (*Early departure*)
The Honorable Andreas Addison – Member (*Early departure*)
The Honorable Parker Agelasto – Member
The Honorable Kim Gray – Member
The Honorable Kristen Larson – Member
The Honorable Ellen Robertson – Member (*Early departure*)
The Honorable Reva Trammell – Member (*Late arrival*)
Haskell Brown, Deputy City Attorney
Lou Brown Ali, Council Chief of Staff
Debra Bowles, Assistant City Clerk
Allen Jackson, City Attorney
Charles Jackson, Council Budget Analyst
Candice Reid, City Clerk

Absent

The Honorable Michael Jones – Member

Call to Order

Chair Chris Hilbert called the meeting to order at 5:05 p.m.

Evacuation Announcement

Debra Bowles, assistant city clerk, provided information on the appropriate manner in which the Council Chamber is to be evacuated in the event of an emergency.

Approval of the Minutes

Member Parker Agelasto moved to approve the meeting minutes of July 2, 2018, which was seconded and approved: Ayes 6 – Robertson, Agelasto, Gray, Addison, Newbille, Hilbert. Noes 0. Abstentions 1 – Larson.

Reports from City Administration, Council Staff and Other Parties

Richmond 300: A Guide for Growth Master Plan Update

Director of Planning and Development Review Mark Olinger provided handouts to committee members and a brief update relating to the city's Master Plan. Mr. Olinger stated that the insight report is on the website at www.Richmond300.com, and also includes detailed maps regarding each of the Council districts. Mr. Olinger also stated that a city visioning process will occur between September 17th and October 21st, that will allow for constituent feedback. Mr. Olinger further stated

that staff have attended many Council district meetings and several National Night Out events to discuss future plans for the city.

Member Kim Gray stated that specific citizen demographics have been unaware of the Master Plan discussions and asked what opportunities are available for these citizens to be engaged.

Mr. Olinger responded that staff have attended church functions, district and civic organization meetings; however, outreach improvement is still needed to reach those that did not attend such functions.

Member Reva Trammell arrived and was seated at 5:16 p.m.

Member Ellen Robertson commented that Richmond Public Schools should be involved in the Master Plan, specifically relating to school zoning, enrollment growth of students and how the enrollment projection can impact future plans.

Mr. Olinger thanked Ms. Robertson for her insight and stated that staff will review her recommendation.

Member Parker Agelasto stated that certain components of the Master Plan are dated and other components are more current. Mr. Agelasto stated that it could be helpful to have components of the plan showing more consistency if there is a specific cutoff date for the supplied data.

Member Reva Trammell thanked staff for providing the information in Spanish in addition to English.

A copy of the material provided has been filed.

Construction of VCU Health System Update

Chief Executive Officer of Virginia Commonwealth University (VCU) Health System Dr. Marsha Rappley reviewed the completed and future projects of the VCU Health System. Dr. Rappley noted specifics regarding to new facilities and emphasized parking availability within new construction. Dr. Rappley spoke on the new children's treatment center and the partnerships VCU has with the Greater Richmond Transit Company (GRTC) and the VirginiaPremier health care plan.

Member Andreas Addison voiced concerns relating to corridor safety issues.

Dr. Rappley stated that action is being taken to correct the corridor areas through coordination with the city.

Member Parker Agelasto asked how VCU envisions accommodating a plan for parking and where the parking will be located.

Dr. Rappley stated that approximately 3,000 additional parking spaces will be provided with the construction of the new hospital facilities, as the parking allowance is being built into the new construction; however, there is concern relating to the entrance to and exiting of the parking areas. Dr. Rappley also stated that VCU is looking at models of public transportation that will assist in travel for patients and employees between building facilities.

Member Ellen Robertson expressed her concerns regarding the hospital's appearance via Interstate 95, especially those buildings that serve as parking facilities.

Dr. Rappley responded stating that the current parking facility is included as part of the beautification and makeover of the MCV facilities plan, which will include changes to the exterior surface of the building, greenery and screening.

Member Kim Gray asked if there are any plans for an adult treatment center that is similar to the Virginia Treatment Center for Children (VTCC).

Dr. Rappley stated that the new inpatient facility will include psychiatric beds; however, the current facility for adult psychiatric and/or mental health conditions is the Jackson Street Clinic, which focuses on substance abuse and addiction. Dr. Rappley reported that there is no long-term plan to build a facility similar to VTCC but she does recognize that the issue needs to be addressed.

Chair Chris Hilbert asked if the new outpatient facility will replace the Ambulatory Care Center Building. Chair Hilbert also inquired if there are plans involving the VCU North and West Hospitals.

Dr. Rappley responded that the Ambulatory Care Center is being completely renovated; however, the Nelson Building will come offline as an outpatient care facility. Dr. Rappley informed the committee that the West Hospital is used for office space and employee health is located on the first level. Dr. Rappley reported that VCU is looking at the future of the West Hospital, as it is no longer suitable for patients due to it being built with a considerable amount of asbestos, and demolition or renovation could be costly.

A copy of the material provided has been filed.

Member Andreas Addison exited the meeting at 6:01 p.m.

Report of the City Treasurer

City Treasurer Nichole Armstead provided a brief overview of the department including its goals, values and vision. Ms. Armstead stated that a Financial Empowerment Board has been created, which is comprised of financial advisors, banking and credit union representatives, community members, non-profit entities and citizens. The board has volunteer ambassadors to help promote efforts and provide financial education and partnerships that have been developed to help sponsor services or provide a gateway to reach individuals within the community. Ms. Armstead also stated that the Treasurer's office will be used as a central repository for financial related services of the city, offer financial guidance and conduct and participate in financial literacy fairs. Ms. Armstead introduced the members of the Financial Empowerment Board that were in attendance.

Member Reva Trammell thanked Ms. Armstead for the presentation and for following through on the promise of establishing a board to assist citizens with financial literacy.

A copy of the material provided has been filed.

Board Vacancies

Assistant City Clerk Debra Bowles reviewed the following board vacancy and applications for the committee's consideration:

Board Name	Criteria for Nomination	Applicant Name
Greater Richmond Transit Company (3 directors nominated by the city)	Citizen of the city (1 vacancy)	Not eligible: Eldridge F. Coles (reappointment) Dr. Monique Johnson Montigue Magruder Dr. Thaddeus M. Williamson

Ms. Bowles informed the committee that, based on an Umbrella Agreement between GRTC, the city and Chesterfield County, it is believed that Eldridge F. Coles is not eligible for reappointment due to his residency being outside of the city.

Member Reva Trammell shared her concerns regarding the sudden discovery of the city's 1989 agreement with GRTC and Chesterfield County.

Chair Chris Hilbert asked City Attorney Allen Jackson for clarification of the agreement.

Mr. Jackson stated that the agreement requires that nominees of the GRTC Board of Directors be residents of the city, and if the agreement were to be amended, it would need to be a three-way agreement that is approved by GRTC, Chesterfield County and the city.

Member Kim Gray asked why the agreement had not been produced when Mr. Coles was previously reappointed, knowing that he was a Chesterfield resident. She stated that it was her understanding that a new agreement had been adopted superseding the 1989 agreement.

Mr. Jackson responded by stating that the agreement was not in possession of the City Attorney's office, it did not come into fruition until it was discovered while researching a different issue, and upon its discovery, a copy was requested from GRTC which addressed the residency requirement. Mr. Jackson also stated that the agreement is not a part of the City Code and also stated that the ordinance is not part of the city clerk's data base.

Member Gray questioned how many additional agreements have been made that the city is not abiding by and why did the city not know that the agreement had been made. Ms. Gray also asked if there had ever been a hard copy of the agreement in the City Attorney's office and should there be a recommendation to update the City Code.

Mr. Jackson stated that he could not answer as to why the agreement had not been made available prior to its discovery as this was prior to his employment with the city in 2010; however, since then, his office has created a central location for signed agreements. Mr. Jackson reported that agreements before 2010 have not been placed in the all central file unless there has been research regarding review of an older agreement. Mr. Jackson further stated that a copy of the agreement should have been filed in his office, and the agreement and ordinance should have been placed within the City Code.

Member Kristen Larson asked why the ordinance referencing the agreement could not be found within the City Clerk's office database and should the City Clerk's office do additional research regarding the GRTC agreement.

Mr. Jackson stated that there is a gap of 1990 ordinances within the city clerk's legislative files. Mr. Jackson stated that his office had looked at legal sources which include the City Code, GRTC's charter and bylaws, and the residency requirement was not addressed in any of the documents, only in the umbrella agreement.

City Clerk Candice Reid stated that staff will look into additional information relating to the Umbrella Agreement; however, the City Clerk's office was not aware of or in possession of the GRTC Umbrella Agreement until it was provided. Ms. Reid also stated that the agreement was not made a part of the ordinance that created GRTC, and it is not attached to any of the GRTC bylaws.

Member Ellen Robertson stated that the current GRTC board was not aware of the 1989 Umbrella Agreement, and the board functions in accordance with its bylaws. Ms. Robertson also stated that a meaningful conversation with the board regarding its operation and bylaws, is needed prior to making a final decision regarding the nomination of a third city representative.

Vice Chair Cynthia Newbille stated that she concurs with member Robertson, stating that research for documented amendments and meeting minutes should be considered prior to making a decision.

Member Larson stated that she agrees with researching any possible amendments to the agreement; however, she believes that Council should abide by the Umbrella Agreement's requirement in that, the city representative be a city resident since it is a regional board in which other jurisdictions have their own representation.

Chair Hilbert asked if there was a deadline by which board nominations needed to be made.

Ms. Reid replied stating that the GRTC annual shareholders meeting is scheduled for October 17th, and the nominees should be in place prior to the October 17th meeting so the board can elect its nominees. Ms. Reid also stated that the City Attorney's office will draft a resolution listing all nominees and the legislation should be adopted prior to the annual shareholders meeting in October. Ms. Reid noted that the two additional nominees were recommended at the July Land Use, Housing and Transportation (LUHT) Standing Committee meeting.

Member Robertson stated that Mr. Coles was also recommended at the July LUHT meeting; however, his eligibility had been questioned upon discovery of the Umbrella Agreement.

Member Ellen Robertson moved to continue the GRTC applications to the October 1, 2018, Organizational Development Standing Committee meeting, which was seconded and approved: Ayes – 7, Robertson, Larson, Agelasto, Gray, Trammell, Newbille, Hilbert. Noes – 0.

Discussion Item(s)

Residency Requirement for Certain City Officers and Employees

*Member Parker Agelasto stated that the original patrons of **ORD. 2018-110**, regarding the residency requirement of specific employment positions, are not in attendance and that several amendments have been offered for consideration.*

Director of Human Resources Korita Jones stated that administration had proposed the following amendments for Council discussion: remove Director of Information Technology, add Director of Emergency Communications and remove the Richmond Petersburg Metropolitan Statistical Area (MSA) statement. Ms. Jones also stated that once discussion of the proposed amendments are completed, administration requests that Council amend the legislation prior to adoption.

Chair Chris Hilbert voiced his reluctance to move forward with the requested amendments due to the patrons being unavailable for discussion.

Member Kim Gray requested clarification regarding Council appointee positions that would require a waiver based upon the proposed legislation. Ms. Gray also inquired on the process for consideration of a waiver stating that there appears to be inconsistency within departments.

City Attorney Allen Jackson responded stating that Council can grant a waiver by motion or resolution. Mr. Jackson stated that the positions of Council Chief of Staff, City Attorney and City Clerk would need to request a waiver if necessary, and the current legislation allows Council's appointees twelve months from appointment to provide proof of residency.

Chair Hilbert stated that further discussion will be continued to a later date.

Vice Chair Cynthia Newbille exited the meeting at 7:01 p.m.

Chair Hilbert asked Deputy Chief Administrative Officer (DCAO) of Finance and Administration Lenora Reid about the status of the Richmond Public Schools (RPS) financial reconciliation.

Ms. Reid responded by stating that the Department of Budget and Strategic Planning provides quarterly updates for RPS capital improvement projects (CIP) and upon completion of the review, it was determined that the finances reconciled. Ms. Reid also stated that she provided Council accurate information within her prior correspondence.

After much discussion, it was determined that additional questions and comments should be forwarded to Ms. Reid for a response.

Member Ellen Robertson exited the meeting at 7:06 p.m.

Chair Chris Hilbert reminded committee members of the October 3rd meeting with Council's legislative delegation, stating that items for legislative consideration need to be provided to Council Chief of Staff Lou Brown Ali. Chair Hilbert requested that Ms. Ali send an email to all Council members regarding legislative requests. Mr. Hilbert also reminded committee members that Council liaison performance evaluations are due.

Adjournment

There being no further business, the meeting adjourned at 7:21 p.m.