



City of Richmond

900 East Broad Street
Richmond, VA 23219
www.rva.gov/office-city-clerk

Draft Meeting Minutes Organizational Development Standing Committee

Monday, October 2, 2023

4:00 PM

Council Chamber, 2nd Floor - City Hall

Members Present

The Honorable Michael Jones – Chair
The Honorable Kristen Nye – Vice Chair
The Honorable Andreas Addison – Member (late arrival)
The Honorable Katherine Jordan – Member
The Honorable Ann-Frances Lambert – Member
The Honorable Stephanie Lynch – Member
The Honorable Cynthia Newbille – Member

Absent

The Honorable Ellen Robertson – Member
The Honorable Reva Trammell – Member

Others in Attendance

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

Call to Order

Chair Michael Jones called the meeting to order at 4:09 p.m., and presided.

Chamber Emergency Evacuation Plan Announcement and Citizen Speaker Guidelines

Upon the Chair's request, Deputy City Clerk RJ Warren 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.

Approval of Minutes

There were no corrections or amendments to the minutes of the Tuesday, September 5, 2023 Organizational Development Standing Committee meeting, at 4:00 p.m., and the minutes were approved as presented.

[CD.2023.292](#) September 5, 2023 Organizational Development Standing Committee Meeting Minutes

Reports from City Administration, Council Staff and Other Parties

2024 Legislative Program

Kathy Burcher, Advantus Strategies Senior Director, Government Relations, provided the committee with an overview of the city's draft 2024 General Assembly Legislative Program.

A copy of the material provided has been filed.

[CD.2023.306](#) 2024 Legislative Program Presentation

Member Ann-Frances Lambert inquired about the request to increase sales tax to fund school construction.

Ms. Burcher stated that the legislative request for localities to increase sales tax for the purpose of school construction was yet to be approved by the Virginia General Assembly.

Member Stephanie Lynch provided the committee with an update on the legislative action required to initiate any of the 2022 City Charter Review Commission recommended changes.

Member Katherine Jordan stated that the Governmental Operations Standing Committee would be reviewing necessary action regarding any General Assembly requests to amend the City Charter.

Council Chief of Staff Updates

Council Chief of Staff LaTasha Holmes provided the committee with an update regarding a December 6, 2023 legislative luncheon with the city's state legislative delegation, a state legislative strategy session, initial actions by Council staff regarding the 2025 fiscal year city budget, performance evaluations of Council appointees, current status of a market analysis of Council liaison compensation, Council's Rules of Procedure, and Office of the Council Chief of Staff staffing.

Member Andreas Addison arrived at 4:37 p.m., and was seated.

Reports of Standing Committees

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

Member Katherine Jordan recommended that the Governmental Operations Standing Committee be responsible for the initial analysis of the 2022 City Charter Review Commission's report. Member Jordan stated she recommended that the Finance and Economic Development Standing Committee review proposed City Charter changes related to the city budget, and that the Land Use, Housing and Transportation Standing Committee review any suggested changes related to land use. Member Jordan further recommended that Council's standing committees review assigned boards and commissions to determine relevancy.

Paper(s) for Consideration

The following ordinance was considered:

1. [ORD. 2023-188](#) To amend ch. 2, art. V of the City Code by adding therein a new div. 21, consisting of §§ 2-1202.6-2-1202.8, for the purpose of establishing a Public Utilities and Services Commission.

Patrons: Mr. Addison, Ms. Jordan, Ms. Lambert and Ms. Lynch

Member Andreas Addison provided an introduction and additional information regarding possible amendments to ORD. 2023-188.

City Attorney Laura Drewry recommended that the committee continue consideration of ORD. 2023-188, to allow the introduction of a replacement ordinance that includes the recommended amendments.

There were no further comments or discussions and Member Andreas Addison moved continue ORD. 2023-188 to the November 6, 2023 Organizational Development Standing Committee meeting, which was seconded and approved: Ayes 7, Addison, Jordan, Lambert, Lynch, Newbille, Nye, Jones. Noes None.

The following ordinance was considered:

2. [ORD. 2023-276](#) To authorize the Chief Administrative Officer, for and on behalf of the City of Richmond, to execute an ARPA Grant Agreement - Highland Grove Development Area between the City of Richmond and the Better Housing Coalition, for the purpose of facilitating the completion of infrastructure for the Highland Grove Redevelopment Phase I project.

Patrons: Mayor Stoney

Sherrill Hampton, Department of Housing and Community Development Director, provided an introduction and additional background information regarding the proposed ordinance.

Member Cynthia Newbille stated her support for the proposed ordinance.

There were no further comments or discussions and Member Cynthia Newbille moved to forward ORD. 2023-276 to Council with a recommendation to approve, which was seconded and approved: Ayes 7, Addison, Jordan, Lambert, Lynch, Newbille, Nye, Jones. Noes None.

The following ordinances were considered:

3. [ORD. 2023-277](#) To authorize the Chief Administrative Officer, for and on behalf of the City of Richmond, to execute a Grant Agreement between the City of Richmond, Walmsley Gardens, LLC, and the Economic Development Authority of the City of Richmond for the purpose of facilitating the construction of an affordable residential development located at 4818, 4824, 4830, 4838, 4850 and 4890 Walmsley Boulevard. (9th District)

Patrons: Mayor Stoney

4. [ORD. 2023-278](#) To authorize the Chief Administrative Officer, for and on behalf of the City of Richmond, to execute a Grant Agreement between the City of Richmond, The View at Belle Isle Apartments, LP, and the Economic Development Authority of the City of Richmond for the purpose of facilitating the construction of an affordable residential development located at 812 Hull Street, 811 Decatur Street, 813 Decatur Street, and 6 East 9th Street. (6th District)

Patrons: Mayor Stoney

5. [ORD. 2023-279](#) To authorize the Chief Administrative Officer, for and on behalf of the City of Richmond, to execute a Grant Agreement between the City of Richmond, Oak Grove Multifamily, LLC, and the Economic Development Authority of the City of Richmond for the purpose of facilitating the construction of an affordable residential development located at 2200 Ingram Avenue. (8th District)

Patrons: Mayor Stoney

Sherrill Hampton, Department of Housing and Community Development Director, provided an introduction and additional background information regarding the proposed ordinances.

A copy of the material provided has been filed.

There were no further comments or discussions and Member Cynthia Newbille moved to forward ORD. 2023-277, ORD. 2023-278, and ORD. 2023-279 to Council with a recommendation to approve, which was seconded and approved: Ayes 7, Addison, Jordan, Lambert, Lynch, Newbille, Nye, Jones. Noes None.

The following ordinance was considered:

6. [ORD. 2023-280](#) To authorize the Chief Administrative Officer, for and on behalf of the City of Richmond, to execute a Grant Agreement between the City of Richmond, 700 West 44, LP, and the Economic Development Authority of the City of Richmond for the purpose of facilitating the construction of an affordable residential development located at 700 West 44th Street. (5th District)

Patrons: Mayor Stoney

Sherrill Hampton, Department of Housing and Community Development Director, provided an introduction and additional background information regarding the proposed ordinance.

A copy of the material provided has been filed.

Vice Chair Kristen Nye stated her concerns about the lack of communication between the developer referenced in ORD. 2023-280, and surrounding neighbors. Vice Chair Nye requested that the ordinance be referred to Council with no recommendation to ensure that more dialogue occurs.

There were no further comments or discussions and Vice Chair Kristen Nye moved to forward ORD. 2023-280 to Council with no recommendation, which was seconded and approved: Ayes 7, Addison, Jordan, Lambert, Lynch, Newbille, Nye, Jones. Noes None.

The following resolution was considered:

7. [RES. 2023-R024](#) To request that the Chief Administrative Officer cause the preparation of a study to identify a location in the Shockoe Bottom area of the city of Richmond for the National Slavery Museum.

Patrons: Ms. Newbille, Ms. Lambert and President Jones

Member Cynthia Newbille stated her appreciation for city administration's work regarding the proposed resolution. Member Newbille requested that consideration be continued to allow additional work to be completed.

There were no further comments or discussions and Member Cynthia Newbille moved continue RES. 2023-R024 to the November 6 2023 Organizational Development Standing Committee meeting, which was seconded and approved: Ayes 7, Addison, Jordan, Lambert, Lynch, Newbille, Nye, Jones. Noes None.

Chair Michael Jones stated his desire for the completion of the National Slavery Museum referenced in RES. 2023-R024.

The following resolution was considered:

8. [RES. 2023-R053](#) To designate the property known as 2200 Ingram Avenue as a revitalization area pursuant to Va. Code § 36-55.30:2.

Patrons: Mayor Stoney

Sherrill Hampton, Department of Housing and Community Development Director, provided an introduction and additional background information regarding the proposed resolution.

There were no further comments or discussions and Member Katherine Jordan moved to forward RES. 2023-R053 to Council with recommendation to approve, which was seconded and approved: Ayes 6, Addison, Jordan, Lambert, Lynch, Newbille, Jones. Noes None. Nye was excused.

Discussion Item(s)

The City's Plans to Respond to Potential Emergency Situations and Severe Weather in the City

Traci DeShazor, Deputy Chief Administrative Officer (DCAC) for Human Services, and Anthony McLean, Department of Emergency Communications, Preparedness and Response Deputy Director, discussed with the committee information regarding emergency situations that may occur in the city, and the planned response to any emergency event.

Member Stephanie Lynch stated her appreciation for the proposed plans addressed by DCAO DeShazor and Deputy Director McLean. Member Lynch also stated that the city needed to have locations identified and staffed in preparation to any emergency weather event.

Member Cynthia Newbille inquired about the capacity of the emergency site proposed by city administration.

DCAO DeShazer stated the city hoped its contingency plan could assist 100 people, to include 65 men, 30 women, and five families. DCAO DeShazer also stated the contingency facility was immediately ready to provide shelter in an emergency situation.

Chair Michael Jones requested that city administration keep Education and Human Services Standing Committee Chair Stephanie Lynch briefed on emergency shelter action taken by the city.

Council Succession Plans

Council Chief of Staff (CCOS) LaTasha Holmes provided the committee with information regarding Council action necessary to address the potential vacancy of the City Council 9th District Representative seat. CCOS Holmes informed committee members that Council could either appoint an individual or hold a special election to fill the vacancy within 45 days of the 9th District Representative submitting a resignation.

Member Ann-Frances Lambert inquired if City Council standing committee assignments would be amended once the 9th District vacancy is filled.

Chair Michael Jones stated that committee assignments would be addressed, but that it was the goal of Council leadership to avoid any disruptive changes to current assignments.

Closed Session

At 6:11 p.m., Member Cynthia Newbille moved that the Organizational Development Standing Committee go into a closed meeting pursuant to subdivision A)(1) of section 2.2-3711 of the Virginia Freedom of Information Act to discuss and consider the performance of the Inspector General.

The motion seconded and approved: Ayes 7, Addison, Jordan, Lambert, Lynch, Newbille, Nye, and Jones. Noes None.

Member Cynthia Newbille motioned to exit closed session. The motion was seconded and approved: Ayes 7, Addison, Jordan, Lambert, Lynch, Newbille, Nye, and Jones. Noes None.

Members reconvened in open session at 7:02 p.m.

Certification of Closed Meeting

WHEREAS, the Organizational Development Standing Committee has convened in closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the Organizational Development Standing Committee that such closed meeting was conducted in conformity with Virginia law:

NOW, THEREFORE,
BE IT RESOLVED:

That the Organizational Development Standing Committee hereby certifies that to the best of each member's knowledge (i) only public matters lawfully exempt from open meeting requirements by Virginia law were discussed in the closed meeting to which this certifying resolution applies; and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Organizational Development Standing Committee.

WITNESS the following vote of committee members, as recorded by Candice D. Reid, City Clerk:

CERTIFYING:

Michael J. Jones, Chair
Kristen M. Nye, Vice Chair
Andreas D. Addison
Katherine A. Jordan
Ann-Frances Lambert
Stephanie A. Lynch
Cynthia I. Newbille

DECLINING TO CERTIFY:

Adjournment

There being no further business, the meeting adjourned at 7:04 p.m.