



# City of Richmond

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

## Meeting Minutes Organizational Development Standing Committee

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Monday, November 7, 2022

5:00 PM

Council Chamber, 2nd Floor - City Hall

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### Members Present

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

### Absent

The Honorable Ellen Robertson – Vice Chair

### Others in Attendance

Haskell Brown, City Attorney  
Joyce Davis, Interim Council Chief of Staff  
Candice Reid, City Clerk  
RJ Warren, Deputy City Clerk

### Call to Order

Chair Cynthia Newbille called the meeting to order at 6:42 p.m., and presided.

### Chamber Emergency Evacuation Plan Announcement

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.

### Approval of Minutes

There were no corrections or amendments to the minutes of the Monday, October 3, 2022 Organizational Development Standing Committee meeting, at 5:00 p.m., and the minutes were approved as presented.

[CD.2022.355](#) October 3, 2022 Organizational Development Meeting Minutes

### **Consideration of Appointments to Boards, Commissions and Similar Entities**

Pamela Nichols, Council Management Analyst, reviewed board vacancies for the committee's consideration.

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

[CD.2022.367](#) Quarterly Board Vacancy Report - Organizational Development  
Standing Committee

**Member Ann-Frances Lambert moved to forward the following reappointment application to Council with the recommendation to approve:**

Board of Commissioners of the Richmond Redevelopment and Housing Authority:  
Patrice Shelton (reappointment)

**The motion was seconded and approved: Ayes 5, Addison, Lambert, Nye, Trammell, Newbille. Noes None. Jordan, Lynch, and Jones were excused.**

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

#### **Richmond Retirement System (RRS) Financial and Actuarial Update**

Leo Griffin, Richmond Retirement System Executive Director, Kia Johnson, Richmond Retirement System Deputy Director, William Dowd, SageView Consulting Actuary, and Daisy Weaver, Richmond Retirement System Board of Trustees Chair, provided the committee with a presentation that addressed recent portfolio initiatives, financial summaries, membership composition, net investment rate of return, funded status, and employee contributions to the retirement system.

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

[CD.2022.370](#) RRS Presentation

*Member Ann-Frances Lambert inquired about the RRS funded status.*

Mr. Griffin stated that the funded status was 64.5 percent, and informed members that it was recommended that the funded status be a minimum of 74 percent. Mr. Griffin also stated that the RRS was improving the funded status, including a recent 4 percent gain. Mr. Griffin further stated that a 90 percent funded status within nine years was the goal. Mr. Griffin also discussed employee contributions to the RRS and how the city could promote greater contributions amongst employees.

*Member Andreas Addison stated that the city should implement automatic contributions from newly hired employees and employees that receive salary increases.*

William Dowd, SageView Consulting Actuary, informed members of certain limits to employee contributions depending on the selected employee retirement plan. Mr. Dowd also provided information regarding the impact to the RRS unfunded liability, if the city decides to transition to participating in the Virginia Retirement System.

### **Richmond Redevelopment & Housing Authority (RRHA) Rent Relief Update**

Steven Nesmith, RRHA Chief Executive Officer and Kenyatta Green, Senior Vice President of Affordable Housing, provided the committee with a presentation that addressed RRHA lease enforcement.

A copy of the material provided has been filed.

#### [CD.2022.375](#) RRHA Lease Enforcement Update Presentation

*Member Ann-Frances Lambert addressed the longevity and sustainability of payment plans for tenants with large outstanding rent due to the RRHA.*

Mr. Nesmith and Ms. Green discussed proposed plans RRHA will initiate to promote rent enforcement and rent accountability amongst RRHA residents.

*Member Stephanie Lynch addressed the rent relief application process. Member Lynch stated that RRHA is known to provide assistance to residents prior to evictions, and she also stated that other rental property owners in the city were the primary source of evictions in the city. Member Lynch further stated that the city needs to address eviction issues that do not involve RRHA.*

*Member Kristen Nye inquired about the impact an outstanding debt owed to RRHA can have on prior RRHA residents. Member Nye stated that former residents experience hardships obtaining housing due to the impact of the debt on rental applications.*

Ms. Green stated that RRHA would be willing to work with prior residents to address outstanding debt, but she informed the committee that the debt could not be disregarded per requirements from the United States Department of Housing and Urban Development.

Mr. Nesmith informed the committee that he would discuss the issue raised by Member Nye with the Department of Housing and Urban Development.

*Member Michel Jones addressed the city's tax abatement program. Member Jones stated that the city should not have provided the abatement relief to affluent citizens, and that the city should have instead used the received revenue for assisting lower-income city residents with affordable housing.*

Mr. Nesmith informed the committee that future RRHA redevelopments would be mindful of gentrification in the city and work to help city residents remain in the city.

*Member Reva Trammell exited the meeting at 7:57 p.m.*

## Quarterly Report of American Rescue Plan Act (ARPA) Expenditures

Jason May, Budget and Strategic Planning Director, provided the committee with a presentation that provided an update on the city's receipt and allocation of American Rescue Plan Act (ARPA) funds.

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

[CD.2022.374](#) ARPA - Quarterly Update Presentation

*Chair Cynthia Newbille instructed members to contact Jason May after the meeting regarding any questions related to the presentation or ARPA funds.*

Mr. May also discussed provided documentation that addressed capital improvement projects (CIP) and city operating budget priorities.

*Chair Newbille addressed documentation that outlined Council's proposed activities and meetings to occur in November and December.*

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

[CD.2022.378](#) Council Chief of Staff - Handouts

## Reports of Standing Committees

There were no reports.

## Paper(s) for Consideration

There were no papers for consideration.

## Discussion Item(s)

Utilization of Council Standing Committees and Associated Protocols

*It was the consensus of the committee to continue the Utilization of Council Standing Committees and Associated Protocols to a future meeting of Council.*

## Closed Session

**At 8:17 p.m., Member Kristen Nye moved that the Organizational Development Standing Committee hold a closed meeting pursuant to subdivision (A)(1) of section 2.2-3711 of the Virginia Freedom of Information Act discuss performance evaluations of the City Auditor and City Clerk.**

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

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

Members reconvened in open session at 9:02 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:

DECLINING TO CERTIFY:

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

*Member Kristen Nye requested that a discussion regarding the Virginia Commonwealth University reimagining Study and Recommendations take place at the November 14, 2022 City Council Informal meeting.*

*Chair Cynthia Newbille informed members that the discussion would take place at a Council work session in the near future.*

*Member Stephanie Lynch requested that members provide her and Council staff with any questions regarding the city's emergency shelters prior to the upcoming Education and Human Services Standing Committee meeting on December 8, 2022.*

## **Adjournment**

There being no further business, the meeting adjourned at 9:04 p.m.