



# City of Richmond

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

## Budget Work Session Minutes

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Monday, April 17, 2023

1:00 PM

Council Chamber, 2nd Floor - City Hall

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### Budget Work Session

#### Members Present

The Honorable Michael Jones – President  
The Honorable Kristen Nye – Vice President  
The Honorable Katherine Jordan  
The Honorable Ann-Frances Lambert  
The Honorable Cynthia Newbille  
The Honorable Stephanie Lynch  
The Honorable Ellen Robertson  
The Honorable Reva Trammell

#### Absent

The Honorable Andreas Addison

#### Others in Attendance

Myrtle Brown, Council Budget Analyst  
LaTanja Davenport, Council Budget Analyst  
Joyce Davis, Council Policy Analyst  
Laura Drewry, City Attorney  
LaTasha Holmes, Council Chief of Staff  
Candice Reid, City Clerk  
Tabrica Rentz, Deputy City Attorney  
Debra Shaw, Council Management Analyst  
Steven Taylor, Council Policy Analyst  
Paul Van Lenten, Council Budget Analyst  
RJ Warren, Deputy City Clerk

#### Call to Order

President Michael Jones called the meeting to order at 1:14 p.m., and presided.

## Chamber Emergency Evacuation Plan Announcement

Upon the President'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.

## Electronic Participation

Pursuant to Rule III(D)(4)(b) of Council's Rules of Procedure, Vice President Kristen Nye made a request to participate in the meeting via Microsoft Teams from her home, due to a medical condition that prevented her physical attendance. The Councilmembers present were required to adopt a motion to approve Vice President Nye'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 members physically assembled to approve Vice President Nye's participation in the meeting by electronic communication means.

**Councilor Katherine Jordan moved to allow Vice President Kristen Nye to participate in the meeting by electronic communication means. The motion was seconded and approved: Ayes 6, Jordan, Lambert, Lynch, Trammell, Newbille, Jones. Noes None. Robertson was excused.**

*Vice President Kristen Nye joined the meeting via Microsoft Teams at 1:16 p.m.*

## Continued Discussion and Finalization of Council's Final Proposed Budget Amendments to the Proposed FY24 Richmond Government Budget

Council Chief of Staff (CCOS) LaTasha Holmes discussed with members proposed Fiscal Year 2024 (FY 24) budget amendments. CCOS Holmes also provided information regarding city administration's responses to funding requests and proposed amendments requested by Council.

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

[CD.2023.149](#) FY24 Council Presentation - Work Session #7

*Councilor Cynthia Newbille confirmed that city administration would address her request for improvements to Carrington Street by including the improvement project within the proposed FY 24 Capital Improvement Plan (CIP) sidewalks improvements initiative.*

Chief Administrative Officer (CAO) Lincoln Saunders provided Council with additional information regarding city administration's responses to Council's requests for certain CIP funding items.

*Councilor Katherine Jordan requested that city administration review the city's parking infrastructure to identify possible increases for future city revenues.*

*Councilwoman Reva Trammell addressed recent car accidents involving pedestrians on Walmsley Boulevard, and she inquired about her funding requests for new sidewalks.*

CAO Saunders stated that funding for installation and repairs of sidewalks on Walmsley Boulevard would be included in the city's Complete Streets program, and would not require a budget amendment.

CCOS Holmes briefed members that she was informed that Councilor Lynch's proposed text amendment to reallocate surplus public defender funding to authorize the hiring of two case managers and three paralegals, could not occur per the advice of the Office of the City Attorney. CCOS Holmes stated that the text amendment would not be introduced due to the legality issue.

*Councilor Stephanie Lynch addressed public defender staffing and stated that the Public Defender's Office was in need of more staffing for case work. Councilor Lynch informed members she based her text amendment upon the receipt of additional public defender funding from the state's budget.*

City Attorney Laura Drewry noted that Council could amend the budget in the future, once the city received additional funding from the state's budget for public defender funding.

Councilor Lynch stated her acceptance of not introducing the proposed text amendment.

*Councilor Ann-Frances Lambert stated her concerns that the city would have to provide additional funding in future city budgets to retain the new public defender staff hires referenced in the proposed text amendment.*

CCOS Holmes confirmed consensus from Council to move forward with introducing the following text amendments:

- To add the 5th Street African American Burial Ground to be included in the \$2 million dollars allocated in FY24 funding for archeological work.
- To amend language in the CIP allocating \$10 million dollars to the Affordable Housing Trust Fund (AHTF) and to add new language assigning the \$10 million dollars to the AHTF and for the AHTF Supervisory Board to oversee and supervise implementation of funds.
- To transfer \$1.4 million in non-departmental contingency funds for the Richmond Ambulance Authority to the allocation for RAA.

*Vice President Kristen Nye provided additional information regarding her proposed text amendment:*

- *To earmark the first 10 percent of extra FY23 budget surplus dollars (special purpose reserves) for the other post employment benefits (OPEB) liability, if additional funds are needed based on actuarial analysis (anticipated by Sept 2023). If additional funds remain from the first 10 percent of FY23 surplus dollars, they will be set aside in a special fund and accessed for collective bargaining negotiations, if needed.*

CAO Saunders stated his concerns that Vice President Nye's request did not align with the city's surplus policy. CAO Saunders suggested that Council and city administration review possible revisions to the city's surplus policy to specifically target certain allocations instead of approving the proposed amendment.

*Vice President Nye stated that she was inclined to work with city administration to revise the city's surplus policy, but she informed members that she still wanted to move forward with her proposed text amendment.*

*Councilor Ellen Robertson stated her concerns with allocating any surplus funding prior to understanding any definitive surplus amount.*

CCOS Holmes informed members that city administration suggested that a new standard of operating procedure (SOP) be implemented to address Councilor Jordan's text amendment request that the city prioritize electric vehicles when acquiring new fleet purchases. CCOS Holmes confirmed that Councilor Jordan would have the Governmental Operations Standing Committee review suggested SOP changes.

*Councilor Cynthia Newbille addressed her text amendment request for a 5% increase for retiree bonus pay, and she stated that the request would be initiated as a future budget amendment pending receipt of any budget surplus.*

CAO Saunders informed members that he did not believe the text amendment requests seeking to direct funding from any budget surplus could be legally implemented.

CCOS Holmes summarized plans moving forward regarding amending the city's surplus policy and to determine the outcome of the proposed text amendments referencing surplus allocation.

*Councilwoman Reva Trammell inquired about clean up efforts in the 8th Voter District.*

Bobby Vincent, Department of Public Works Director, provided an update regarding clean up efforts in the city.

CCOS Holmes reviewed Council's budget review timeline and discussed possible meeting dates for Council to take action on budget related ordinances.

## Adjournment

There being no further business, the meeting adjourned at 2:57 p.m.

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CITY CLERK