



Richmond City Council

The Voice of the People

Richmond, Virginia

Office of the Council Chief of Staff

Organizational Development Standing Committee

Dec. 6, 2021

Joyce L. Davis, Interim Council Chief of Staff

CCOS Update

1. Next Steps of Richmond City Council Public Safety Standing Committee Agenda Relative to CRB Review

The Council Public Safety Standing Committee has placed on their agenda, the discussion item to receive comments from City Administration; to include the Chief of Police, the City Personnel Board and the City Attorney; and the Richmond Office of the Commonwealth's Attorney. The discussion would allow feedback of how these recommendations would impact the process, rules and laws of these entities. The representatives are requested to provide their respective advice concerning the current policies and laws and any changes needed.

This plan is for the discussion to occur at the January Council Public Safety Standing Committee meeting (Dec. Public Safety meeting canceled) and review at the next Organizational Development in February. Another option for Council's consideration is to have the discussion at the Council Organizational Development Standing Committee meeting on January 3, 2022 for the full Council.

2. Proposed Budget Schedule for FY23 (Tentative)

City Department. Budget presentations to Administration have begun. Council will kick off its FY23 budget review cycle on Dec. 13th with Council Offices providing their budget proposals submitted to Administration for FY23.

Prior to the December 13 meeting a draft schedule will be distributed. This schedule will include for the first time a budget work session in late February, during which Council members will have an opportunity to discuss their priorities for the FY23 budget. The overall budget review schedule includes the same number of meetings as were held in FY22.

3. Update on Monument Disposition

Efforts of the joint committee of Council and the Administration continue their work for Monument disposition. It is anticipated that recommendations for options will be forthcoming in upcoming months.

- 4. Council Lobbyist to Develop Comprehensive Legislative Advocacy Strategy**
Council Lobbyists Ron Jordan and Laura Bateman, Advantus Strategies, will work directly with Council and the Administration for the 2023 Virginia General Assembly session. The attached document provides details of their upcoming plans.
- 5. Federal Infrastructure Bill presentation at the Dec. 13th Council Informal meeting**
Capitol Counsel, LLC (Washington firm), lobbyists for Richmond at the federal level will provide a presentation to Council with an overview of the Infrastructure bill and the Build Back Better bill that is still pending. Please send any questions you may have to allow for a presentation tailored to your requests.
- 6. Update on VCU Reimagining Study and Meeting with Council Offices**
On Dec. 3rd, Dr. Burke with the VCU Performance Management Group (PMG) for introduction to Council Offices and for PMG to describe the study to review the organizational structure of the Council offices. As PMG will conduct the executive search for the CCOS, they will be contacting Councilmembers over the next two weeks for Council's input regarding the CCOS job description. Over the next three to four months, PMG will engage in interviews and surveys with Council and staff.
- 7. Recruitment for Council Office positions**
 - a. CCOS Budget Analyst – Interviews start tomorrow for a part time budget analyst. Four interviews will occur over the next two weeks.
 - b. Council Chief of Staff vacancy - Plans are to advertise the position within the next 30 days
 - c. City Attorney vacancy - Plans are to advertise within the position within the next 30 days
- 8. Office Renovation Project**
We have received the insurance estimate of all furniture and equipment. Currently, we are awaiting a purchase order for the vendor to start the work needed for renovation, which will consist of carpet, paint, and fixtures.

The damaged furniture and equipment has been demolished and trash removed from the premises. Office items and furniture which was not damaged are in storage on the 3rd floor in the conference room.

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City of Richmond – 2022 General Assembly Legislative Advocacy Strategy

Objective: Gain passage of the three bills and four budget amendments in the City of Richmond Legislative Program for 2022 General Assembly

Strategies: In all cases, we will work with Administration lobbyists as a collaborative Richmond First team

- December 6 to January 12 – Review legislative pre-file draft bills (3) and confirm lead patron(s). Distribute an email to all members of the Richmond General Assembly delegation to facilitate all members from City G.A delegation signing on as co-patrons. As much as possible, attempt to get legislative patrons from the Richmond General Assembly delegation that serve on the relevant committee of jurisdiction where each piece of legislation will be referred.
- December 6 to December 15 - Draft actual budget amendments (4) once the Governor's Introduced Budget is printed/published (post-December 16, 2021) Work with legislative patrons for each of the bills and budget amendments. Attempt to get patrons on Senate Finance and House Appropriations for budget amendments.
- Utilize the Mayor and City Council to aid in written and oral testimony to General Assembly Sub/Committees. This may involve a considerable time commitment by Council members and Administration officials as these meetings often start very early in the morning or at unpredictable times, do not follow a specific docket order, and testimony is frequently limited to only a few minutes. This effort may also include individual visits with key legislators who are not part of the City Delegation.
- Utilize a coordinated point of contact (or no more than two) in order to maximize the effectiveness of the City's communications and advocacy messages. General Assembly members do not think, for example, that a communication they may get is from the mayor and that one is from the city council They think this is Richmond speaking. No other Virginia city has the form of local government that the City of Richmond has. Therefore, the communications need to be seamless and coordinated.

What do we mean by this? Councilmembers working through the Council Chief of Staff to communicate information sharing and messages to the City's advocacy team (Advantus Strategies - Ron Jordan/Laura Bateman). Ron and Laura will coordinate with the Administration's advocacy team (Broad Street Group, Jennie O'Holleran and Matt Mansell). The City's four paid advocates are in the best position to run point and coordinate the message development and communication on the City's legislative priorities. This has the added benefit of being respectful of City Councilor's fulltime jobs and being very strategic about how and when to use their valued time and dedication to City priorities.

Caveats:

The change in majority party in the House of Delegates means that committee and subcommittee assignments will likely change and not be official, and may not be available at all until the day the General Assembly session convenes (January 12, 2022). The City's lobbying team will use best available information and our usually constant communication with the RVA General Assembly delegation to guide the best possible outcome for the City's legislative priorities.