



# City of Richmond

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

## Draft Meeting Minutes

### Organizational Development Standing Committee

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Monday, December 4, 2023

4:00 PM

Council Chamber, 2nd Floor - City Hall

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#### 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  
The Honorable Ellen Robertson – Member (late arrival)  
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 4:07 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 minutes to be approved.

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

*Chair Michael Jones stated that the committee would first address the introduction of candidates for the 9th District Interim Councilmember position, followed by a closed session to discuss and consider the appointment of a candidate. Chair Jones informed members that he would recuse himself from consideration of 9th District Interim Councilmember candidates.*

### Introduction of Candidates for the 9th District Interim Councilmember Position

*Vice Chair Kristen Nye informed members that each of the three candidates would be provided an opportunity to introduce themselves to the committee, and then Council Chief of Staff LaTasha Holmes would ask each of the candidates the same three questions. Vice Chair Nye stated that after the conclusion of questioning, the committee would go into closed session to discuss and consider the three candidates.*

*Member Ellen Robertson arrived at 4:12 p.m, and was seated.*

Angela Fontaine introduced herself to the committee, addressed why she was seeking appointment, responded to questions, and informed the committee that if appointed, she would not seek re-election to the 9th District Council seat in 2024, unless she believed her representation was necessary.

Nicole Jones introduced herself to the committee, addressed why she was seeking appointment, responded to questions, and informed the committee that if appointed, she would seek re-election to the 9th District Council seat in 2024.

Stephanie Starling introduced herself to the committee, addressed why she was seeking appointment, responded to questions, and informed the committee that if appointed, she would seek re-election to the 9th District Council seat in 2024.

## Closed Session

At 4:32 p.m., Member Ann-Frances Lambert 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 appointment of candidates to fill the anticipated vacancy in the 9th District Council seat.

The motion seconded and approved: Ayes 7, Jordan, Lambert, Robertson, Lynch, Trammell, Newbille, and Nye. Noes None. Jones was excused. Addison had not yet arrived.

*Member Andreas Addison arrived at 4:42 p.m, and joined the closed session.*

Member Cynthia Newbille motioned to exit closed session. The motion was seconded and approved: Ayes 8, Addison, Jordan, Lambert, Robertson, Lynch, Trammell, Newbille, and Nye. Noes None. Jones was excused.

Members reconvened in open session at 5:07 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:**

Kristen M. Nye, Vice Chair  
Andreas D. Addison  
Katherine A. Jordan  
Ann-Frances Lambert  
Stephanie A. Lynch  
Cynthia I. Newbille  
Ellen F. Robertson

**DECLINING TO CERTIFY:**

*Vice Chair Kristen Nye stated that the committee did not make a final decision regarding an appointment.*

### **Review of FY 2023 Annual Comprehensive Financial Report (ACFR)**

Chief Administrative Officer (CAO) Lincoln Saunders informed the committee that city administration was still finalizing the ACFR, and that a draft report was being reviewed by the city's external auditor. CAO Saunders stated that city administration would finalize and submit the ACFR by the December 15, 2023 filing deadline.

### **Equitable Affordable Housing Bond Program**

Sherrill Hampton, Director of the Department of Housing and Community Development, provided the committee with a presentation that addressed the city's Equitable Affordable Housing Program.

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

#### [CD.2023.365](#) Equitable Affordable Housing Bond Program Presentation

*Member Ellen Robertson stated that she requested the presentation because she believed Council should be aware of the city's plans for using \$50,000,000 in purchased bonds to finance affordable housing development. Member Robertson also stated her concerns about the bond financing impacts on the city's debt capacity and financial health. Member Robertson requested an additional presentation in the future that addresses the city's plans to handle the increased debt.*

*Member Stephanie Lynch inquired about the range of area median income (AMI) used to determine the qualified tenants of the affordable housing projects. Member Lynch stated her concerns that the city was not adequately replacing lower rate AMI units lost to development and demolition.*

Director Hampton stated that the city's program comprises of additional incentives for developers to construct units with rental rates targeted at 50% AMI or below. Director Hampton also stated that it was difficult for developers to construct affordable housing units below 30% AMI without a large amount of subsidies from local, state and federal partners.

*Member Andreas Addison stated that he did not believe the AMI provided an accurate view of the affordability of housing in the city. Member Addison also stated that he believed the city and the Economic Development Authority should have the ability to obtain land in the city for affordable housing and ensure any affordable housing development be protected from large assessment increases.*

*Member Ellen Robertson again stated her concerns about how the city would satisfy the debt service related to affordable housing bond purchases.*

Deputy Chief Administrative Officer (DCAO) for Finance and Administration Sabrina Joy-Hogg stated that city administration would collaborate with the city's financial advisor, Davenport & Co., to review and present information regarding debt service.

*Member Cynthia Newbille stated that as Finance and Economic Development Standing Committee Chair, she would coordinate with city administration the requested presentation and determine when city administration should present the information to Council.*

## Reports of Standing Committees

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

*Member Cynthia Newbille informed members that the upcoming city budget schedule was provided to the Finance and Economic Development Committee and shared with all of Council, and that the Finance and Economic Development Standing Committee had recommended approval of ORD. 2023-332, which would move the budget submission to Council date from March 6 to March 27.*

*Member Katherine Jordan stated that the Governmental Operations Standing Committee would be discussing establishing the next phase of the Charter Review Commission to provide more analysis on potential amendments, and that the committee would review the city's street renaming policy.*

## Paper(s) for Consideration

The following resolution was considered:

1. [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 provided an introduction and additional information regarding the proposed resolution. Member Newbille stated that a continuance would be necessary to continue the work related to the National Slavery Museum.*

**There were no further comments or discussion and Member Cynthia Newbille moved continue RES. 2023-R024 to the January 2, 2024 Organizational Development Standing Committee meeting, which was seconded and approved: Ayes 8, Addison, Jordan, Robertson, Lynch, Trammell, Newbille, Nye, Jones. Noes None. Lambert was excused.**

The following resolution was considered:

2. [RES. 2023-R057](#) To request the Richmond delegation to the General Assembly of Virginia to introduce and support the enactment of legislation to amend various sections within chapters 2, 3, 4, 5, 5A, 5B, 6, 13, 17, and 18 of the Charter of the City of Richmond; to repeal various sections within chapters 2, 6, 17, and 20 of the Charter of the City of Richmond; and to

add a new section numbered 2.09 to the Charter of the City of Richmond, to revise and update the Charter of the City of Richmond.

**Patrons:** Ms. Lynch, Vice President Nye, Ms. Jordan, Mr. Addison, Ms. Lambert, President Jones and Mayor Stoney

*Member Stephanie Lynch provided an introduction and additional background information regarding the proposed resolution. Member Lynch also addressed how the resolution incorporated certain recommendations from the 2023 Richmond City Council Charter Review Commission. Member Lynch stated that the more comprehensive changes recommended by the commission would be reviewed by Council in the future.*

*Vice Chair Kristen Nye also provided an introduction, and she stated that a majority of the proposed charter changes referenced in the RES. 2023-R057, would help city government efficiency.*

### **Public Hearing**

Paul Goldman spoke in opposition of RES. 2023-R057, and stated he did not believe the requested changes to the City Charter addressed problems that the city experienced. Mr. Goldman also stated that he did not believe Council should request an increase to its membership compensation. Mr. Goldman also requested that Council membership terms be decreased to a two-year term.

*Member Katherine Jordan stated her appreciation for individuals that assisted in the review of the City Charter and drafting of RES. 2023-R057. Member Jordan requested to be added as a co-patron of RES. 2023-057. Member Jordan also stated that any increase to Councilmember compensation would not go into effect until after the next election, that the increase was recommended by the citizen led 2023 Richmond City Charter Review Commission, and that the requested increase was to match compensation of surrounding counties.*

*Member Andreas Addison requested to be add as a co-patron of RES. 2023-R057. Member Addison stated that the city had changed since the last significant City Charter change in 2003, and that proposed changes were necessary.*

*Member Reva Trammell stated her concerns about the requested change to the City Charter that would amend the budget submission date to May 1 of each fiscal year. Member Trammell also stated she did not believe that the new submission date would provide enough time for Council and the public to review any proposed budget prior to adoption.*

*Member Ellen Robertson stated that she believed the City Charter needed to be changed, but she did not believe enough review had been completed regarding the changes referenced in RES. 2023-R057. Member Robertson also stated that the city needed to concentrate efforts on the more comprehensive changes to city government recommended by the 2023 Richmond City Charter Review Commission. Member Robertson informed members that she did not support RES. 2023-R057.*

*Member Lynch responded to concerns raised by members about certain City Charter change requests, and she stated that the changes increased efficiencies and provided Council more flexibility to govern.*

*Member Cynthia Newbille stated her appreciation for the 2023 Richmond City Charter Review Commission and its work. Member Newbille informed members of her concerns about Council's process for deciding which City Charter changes to move forward with in RES. 2023-R057. Member Newbille also stated that she believed Council should initiate more review before moving forward with requested changes.*

*Member Jordan responded to concerns raised by members, and she stated that moving forward on less substantial changes to the City Charter, referenced in RES. 2023-R057, did not prevent Council from moving forward to the more substantial changes to the City Charter and the city's form of government in the future. Member Jordan also stated her concerns that if the city did not move forward with RES. 2023-R057, and the recommendations of the 2023 Richmond City Charter Review Commission, it may discourage citizens from volunteering in the future on similar commissions.*

*Member Ann-Frances Lambert stated her appreciation for individuals that participated in the City Charter review process. Member Lambert also stated she believed the city was in a good position to address the City Charter, due to the current membership of the General Assembly of Virginia. Member Lambert requested to be added as a co-patron of RES. 2023-R057.*

*Chair Michael Jones stated that he believed the General Assembly of Virginia would question any City Charter change request that did not receive unanimous support from all members of Council. Chair Jones also stated he believed it was important that Councilmember compensation be increased to encourage a more economically diverse collection of candidates seeking membership on Council. Chair Jones requested to be added as a co-patron of RES. 2023-R057.*

**There were no further comments or discussions and Member Katherine Jordan moved to forward RES. 2023-R57 to Council with a recommendation to approve, which was seconded and approved: Ayes 6, Addison, Jordan, Lambert, Lynch, Nye, and Jones. Noes 3, Robertson, Trammell, and Newbille.**

## Discussion Item(s)

### Upcoming Legislative Summit

Council Chief of Staff LaTasha Holmes informed members that Council's 2024 Legislative Summit with members of the Richmond Delegation to the General Assembly of Virginia would take place Wednesday, December 6, 2023, at 12:00 p.m., at the Library of Virginia.

## Adjournment

There being no further business, the meeting adjourned at 7:12 p.m.