



City of Richmond

Budget Work Session Minutes

900 East Broad Street
Richmond, VA 23219
www.richmondgov.com/cityclerk

Monday, April 24, 2017

11:00 AM

Council Chamber, 2nd Floor - City Hall

Richmond City Council convened in budget work session on Monday, April 24, 2017, in the Council Chamber, located on the second floor of City Hall, 900 East Broad Street.

Councilmembers Present

The Honorable Cynthia Newbille, Vice President
The Honorable Andreas Addison (*Late arrival*)
The Honorable Parker Agelasto
The Honorable Kim Gray
The Honorable Michael Jones
The Honorable Kristen Larson
The Honorable Ellen Robertson (*Late arrival*)
The Honorable Reva Trammell

Absent

The Honorable Chris Hilbert, President

Staff Present

Lou Ali, Council Chief of Staff
Debra Bowles, Assistant City Clerk
Meghan Brown, Deputy Council Chief of Staff
William Echelberger, Council Budget Analyst
Allen Jackson, City Attorney
Charles Jackson, Council Budget Analyst
Debora Shaw, Council Administrative Project Analyst

Vice President Cynthia Newbille called the meeting to order at 11:05 a.m. and presided.

Upon the Vice President's request, Assistant City Clerk Debra Bowles provided information on the appropriate manner in which the Council Chamber is to be evacuated in the event of an emergency.

Discussion Items

Deputy Council Chief of Staff Meghan Brown summarized the previous budget meeting of April 17th, stating there was a consensus of Council to provide an increase to Police and Fire of approximately \$2.7M.

General Fund Decrease Amendments

Deputy Council Chief of Staff Brown reviewed items within the General Fund for budget reduction for Council's consideration.

Director of Budget and Strategic Planning Jay Brown answered questions relating to the Richmond Coliseum Subsidy.

Interim Director of Economic and Community Development Douglas Dunlap and Deputy Chief Administrative Officer of Economic and Community Development Lee Downey responded to questions and comments relating to the Capital City Opportunity Fund.

Councilor Andreas Addison arrived and was seated.

Civilian Kimberlee Goins of the Sheriff's Office, Director of Emergency Communications Steven Willoughby and Director Brown answered questions and made comments relating to equipment repair and maintenance of the Sheriff's Office. Deputy Council Chief of Staff Brown and Council Budget Analyst William Echelberger provided insight on special funding within the Sheriff's Office.

Councilor Ellen Robertson arrived and was seated.

Deputy Chief Administrative Officer for Finance Lenora Reid and Chief Administrative Officer Selena Cuffee-Glenn advised Council that it is bad practice to use the Unassigned Fund balance as this fund should be used for critical, one-time, long term or emergency events.

Interim Director for the Department of Information Technology (DIT) Charles Todd voiced concerns regarding the proposed amendment to reduce funds for Contract and Temporary Personnel Services. Mr. Todd stated that, should there be a staffing shortage within his department, the department drops to operational mode only. Mr. Todd also stated that the personnel increase that is noted for FY18 reflects the transfer of five positions that were previously funded by the Department of Utilities (DPU). The amendment to reduce personnel funding failed.

Councilor Michael Jones requested a \$70,000.00 reduction to the Communities in Schools (CIS) program budget stating that Council needs to fund an additional full-time employee (FTE) for the Department of Parks, Recreation and Community Facilities. Mr. Jones also stated that the city needs to develop a formula for funding non-departmental agencies. Councilor Jones further stated that it is not good practice to fund non-departmental agencies when city departments are not fully funded.

President and Chief Executive Officer for Communities in Schools (CIS) Harold Fitrer stated that a reduction to CIS funds would mean that CIS will fail to meet its FY18 goals. Mr. Fitrer further stated that CIS has a Memorandum of Agreement (MOA) with Richmond Public Schools and a Request for Proposal (RFP) with the city. Mr. Fitrer also stated that CIS staff provides a monthly report to principals at each school and a quarterly report to the city. The proposed amendment to reduce CIS funding failed.

Council recessed at 1:15 p.m.

Council reconvened at 1:40 p.m.

Deputy Director for Economic and Community Development Denise Lawus provided information relating to the Richmond Redevelopment and Housing Authority (RRHA) East End Transformation project. Ms. Lawus stated that the requested funds are part of an application process for non-departmental funds which support the position of project manager for the East End Transformation and the purchasing of items where federal funds cannot be used. The budget modification proposed by city administration to reduce the RRHA East End Transformation funds by \$100,000, was accepted.

Director of Budget and Strategic Planning Jay Brown responded to previous questions relating to funding of the Court House Maintenance Special Fund. Mr. Brown stated that the funds are used by the Civil Courts, Criminal/Manchester Courts and Traffic Courts. Mr. Brown stated that, according to state code, the funds are to be used for construction, renovation, maintenance of the court house and jail at the courthouse. Mr. Brown also stated that the cost will defray the cost

increases for heating, cooling, electricity and ordinary maintenance. Mr. Brown further stated that the Department of Public Works (DPW) pays for courthouse construction and maintenance, and DPW is reimbursed from the revenue.

Councilor Kim Gray requested that the proposed amendment to reduce funding for Enrichmond Foundation by \$75,000 be withdrawn.

Vice President Newbille stated that the reduction of \$58,000 in Auditing Services is to transfer the funds to the personnel budget for vacant positions. The amendment was accepted.

Councilors Kristen Larson and Andreas Addison stated that a recommendation to reduce the Maymont contribution by \$50,000.00 was initially made by administration and they supported the reduction. Director of Budget and Strategic Planning Jay Brown and Deputy Director for Parks, Recreation and Community Facilities Deborah Morton answered specific questions of Council. The amendment to reduce funding failed.

Minority Business Development Director Patricia Foster stated that the department has been reduced in staff over the past two years and had to rely on temporary service employees. Ms. Foster also stated that the department has had to use operating service funds to fund personnel. She further stated that part of the department affects poverty and unemployment. Ms. Foster answered questions of Council. The proposed amendment to reduce the department's budget failed.

Councilor Kristen Larson stated that the proposed amendment to reduce the Metropolitan Business League funding puts the FY18 budget in line with the FY17 budget. The amendment carried.

Councilor Larson stated that the proposed amendment to reduce the Healthy Hearts Plus II program funding by \$20,000.00 will place them in line with the FY17 budget.

Director of Social Services Shaunda Giles stated that the Healthy Hearts Plus II educates individuals in public housing on nutrition. Ms. Giles also stated that the program had previously been funded through a federal grant; however, the grant is no longer available and was not a federal service mandate. Interim Deputy Chief Administrative Officer for Human Services Debbie Jackson, Director of Budget and Strategic Planning Jay Brown, Budget and Management Analyst Matthew Peanort and Chief Administrative Officer Selena Cuffee-Glenn answered questions relative to Healthy Hearts Plus II funding. The amendment failed.

Councilor Larson stated that the proposed reduction of funding in management is actually a transfer from the City Council Departmental Budget to the Council Chief of Staff Budget for the independent financial advisor that was mentioned at a previous Council meeting. The amendment was accepted.

Councilor Kim Gray requested that the proposed amendment to reduce funding for the Junior Achievement program by \$16,000.00 be withdrawn.

Deputy Council Chief of Staff Meghan Brown provided information on additional proposed non-departmental reductions. Mr. Brown and Mr. Peanort stated that the impact statements of such reductions would be provided to Council by Tuesday, April 25th.

A copy of the material provided has been filed.

Adjournment

There being no further business, the meeting adjourned at 3:53 p.m.

CITY CLERK