



## City of Richmond

### Minutes

#### Finance and Economic Development Standing Committee

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Thursday, January 21, 2021

1:00 PM

Council Chamber, 2nd Floor – Virtual Meeting

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#### Committee Members and Others in Attendance

The Honorable Michael Jones – Chair  
The Honorable Kristen Larson – Vice Chair  
The Honorable Ellen F. Robertson – Committee Member  
The Honorable Stephanie Lynch – Alternate Member  
The Honorable Andreas Addison – Councilmember (early departure)

Samson Anderson, Council Budget Analyst  
Meghan Brown, Interim Council Chief of Staff  
Bill Echelberger, Council Budget Analyst  
Pamela Nichols, Senior Assistant City Clerk  
Candice Reid, City Clerk  
Tabrica Rentz, Acting Deputy City Attorney  
Dominique Thaxton, Assistant City Clerk  
RJ Warren, Deputy City Clerk

#### Call to Order

Chair Michael Jones called the meeting to order at 1:03 p.m., and presided.

#### Electronic Meeting Announcement

Assistant City Clerk Dominique J. Thaxton, pursuant to and in compliance with Ordinance No. 2020-093, adopted April 9, 2020, as most recently amended by Ordinance No. 2020-232, adopted December 14, 2020, announced the meeting would be held through electronic communication means. Assistant City Clerk Thaxton stated notice of the meeting was provided to the public through a public information advisory issued on January 13, 2021 and through Legistar on the city website in accordance with usual practice. She also stated members of the public were encouraged to provide comments in writing prior to the meeting and all comments received prior to 10:00 a.m., on Thursday, January 21, 2021 were provided to committee members. Ms. Thaxton indicated that members of the public who signed up to speak and provide comment would be called to speak at the appropriate time.

#### Citizen Speaker Guidelines

Upon the Chair's request, Assistant City Clerk Dominique J. Thaxton provided citizen speaker guidelines.

#### Public Comment Period

There were no public comment speakers.

## Approval of Minutes

There were no minutes to be approved.

## Presentations

There were no presentations.

## Agenda Amendments

**Vice Chair Kristen Larson moved to amend the agenda as follows:**

### ORD. 2019-275

To amend ch. 6 of the City Code by adding therein a new art. XII (§§ 6-596-6-602) to establish a technology zone program in accordance with Va. Code § 58.1-3850, for the purpose of facilitating the development and location of technology businesses in the city of Richmond, capital investment, and job creation.

**Patron:** Mr. Addison

### ORD. 2019-276

To amend City Code §§ 26-872, concerning definitions related to license taxes, and 26-989, concerning licenses taxes for personal services businesses, and to amend ch. 26, art. XV, div. 2 of the City Code by adding therein a new section numbered 26-1003.1, concerning the license tax for technology businesses, for the purpose of creating a new business, profession, and occupation license category called “technology business” and imposing a new license tax on such businesses.

**Patron:** Mr. Addison

**To be continued to the February 18, 2021 Finance and Economic Development Standing Committee meeting**

**The motion was seconded and unanimously approved.**

## Papers for Consideration

**The following ordinance was considered:**

### ORD. 2020-256

To amend ch. 2, art. V of the City Code by adding therein a new div. 11 (§§ 2-1035-2-1039) for the purpose of establishing a Participatory Budgeting Steering Commission.

**Patron:** Mr. Addison and Ms. Larson

*Vice Chair Kristen Larson and Councilor Andreas Addison provided an overview of ORD. 2020-256.*

*Member Ellen Robertson stated the importance of encouraging equitable citizen engagement in the budget process. Ms. Robertson stated that RES. 2019-R051, adopted on September 23, 2019, called for a citizen engaged budget steering process but no action had been taken since adoption. Member Robertson urged that committees look into a process of tracking legislation to ensure compliance with implementing the goals set forth therein. Ms. Robertson discussed that the long since disbanded neighborhood team system comprised of civic associations from across all Richmond voter districts offered a higher opportunity for citizen input in the legislative process.*

Sharon Ebert, Deputy Chief Administrative Officer of Economic and Community Development, expressed support for ORD. 2020-256, and stated that the administration is striving to engage with neighborhood based community associations in discussions involving planning and economic development.

*Vice Chair Larson stated that ORD. 2020-256 is intended to equitably involve all sectors of the city in the budgeting process. Vice Chair Larson highlighted that the best methods of engagement may differ across city districts but should be well applied to reach as wide a group as possible. Ms. Larson agreed that the neighborhood teams system should be revisited as a proven mechanism of communication throughout the city.*

*Chair Michael Jones expressed concern for certain neighborhoods being historically excluded from the budget process. Chair Jones also stated concern that the Participatory Budget Steering Commission outlined in ORD. 2020-256 would add yet another obstruction to providing funding to already underserved communities.*

Jay Brown, Department of Budget and Strategic Planning director, expressed the administration's support for a citizen engagement tool and vowed to collaborate with Council to achieve an equitable tool for engagement.

*Chair Jones reiterated the request to work with the appropriate staff to develop a tracking mechanism to follow legislation from inception to completion of intended objectives.*

*Member Robertson stated that she will work with Council President Cynthia Newbille to develop the best procedure for tracking legislative outcomes and standing committee requests. Member Robertson also stated that the standing committees should discuss and prioritize key objectives to accomplish. Member Robertson highlighted the importance of standing committees to set priorities to give not only staff, but the administration clear direction on goals and expectations.*

There were no further comments or discussions and **Member Ellen Robertson moved to forward ORD. 2020-256 to Council with the recommendation to approve, which was seconded and unanimously approved.**

**The following ordinance was considered:**

ORD. 2021-006

To authorize the Chief Administrative Officer and the Director of Procurement Services, for and on behalf of the City of Richmond, to execute the fourth Contract Modification to Contract No. 16000022041 between the City and Manchester Marketing, Inc. T/A Seibert's Towing for towing-related services and tow lot operation for the purpose of ratifying all acts of the City and Manchester Marketing, Inc. T/A Seibert's Towing that were in accordance with the provisions of Procurement Services Contract Modification No. 3 for Contract No. 16000022041 since the adoption of Ord. No. 2019-128, adopted May 28, 2019.

**Patron:** Mayor Stoney

Lynne Lancaster, Department of Public Works deputy director of parking and mobility, provided an overview of ORD. 2021-006.

*Member Ellen Robertson requested information on the procurement process for towing services for the city and the metrics on towing in relation to revenue that has been generated. Member Robertson also asked for an analysis of towing frequencies across the various neighborhoods in the city.*

*Councilor Andreas Addison left the meeting at 1:41p.m.*

Ms. Lancaster stated that the city issued roughly 5900 parking citations in 2020 at a rate of \$25 per violation. Ms. Lancaster expanded that the rate would be increasing to \$30 per citation, noting that the five dollar increase would be directed to pay for software to streamline the citation payment process at the request of the Office of the City Auditor.

*Member Robertson requested a report on the outcomes of the current contract with Seibert's Towing and the city expenditures that are currently funded by the revenue generated from citations.*

*Chair Michael Jones requested that when the report becomes available that it be distributed to the full Council body in addition to the Finance and Economic Development Standing Committee.*

There were no further comments or discussions and **Vice Chair Kristen Larson moved to forward ORD. 2021-006 to Council with the recommendation to approve, which was seconded and unanimously approved.**

*Vice Chair Kristen Larson requested that the language in ORD. 2020-256 referencing “disabled persons” be changed to reflect “persons with disabilities.” Vice Chair Larson asked the standing committee attorney if this would pose an issue with the legislation.*

Tabrica Rentz, Acting Deputy City Attorney, stated that the requested modification would not change the intent of the paper and that the language can be revised.

#### **The following ordinance was considered:**

##### ORD. 2021-007

To authorize the Chief Administrative Officer, for and on behalf of the City of Richmond, to execute a License Agreement between the City of Richmond and Virginia Commonwealth University, for the purpose of leasing up to 400 parking spaces within a City-owned parking facility located at 501 North 7th Street.

**Patron:** Mayor Stoney

Lynne Lancaster, Department of Public Works deputy director of parking and mobility, provided an overview of ORD. 2021-007.

*Vice Chair Kristen Larson inquired if the parking facility use, as outlined in ORD. 2021-007, would impact any city employee use of the parking spaces.*

Ms. Lancaster confirmed that the use of the parking facility, as outlined in ORD. 2021-007, will not impact city employee use, if adopted.

*Member Ellen Robertson inquired if city vehicles using street parking would be prevented from further use at the facilities.*

Ms. Lancaster stated that short-term parking vehicles or vehicles parking along the perimeter of the lot, will not be impacted by ORD. 2021-007.

There were no further comments or discussions and **Member Ellen Robertson moved to forward ORD. 2021-007 to Council with the recommendation to approve, which was seconded and unanimously approved.**

#### **Discussion Items**

There were no discussion items.

#### **Board Vacancies**

Pamela Nichols, Senior Assistant City Clerk, reviewed board applications for consideration by the committee.

*Chair Michael Jones stated that his office has received requests for information on the application process for boards and commissions. Chair Jones also expressed the need for equity in representation on the city’s boards and commissions*



## **Staff Report**

Bill Echelberger, Council Budget Analyst, provided the committee with the January staff report.

*Vice Chair Kristen Larson requested that the appropriate staff coordinate work with the administration to present an update on the findings of the workgroup for the Other Post-Employment Benefits (OPEB) report at the February Finance and Economic Development Standing Committee meeting.*

*Chair Michael Jones stated that he wishes to use presentations and discussion items as an oversight mechanism and asked the appropriate staff to offer recommendations for items to come before the committee.*

*Member Ellen Robertson requested that the appropriate staff look into the participatory budgeting requests outlined in RES. 2019-R051 and begin developing implementation plans. Member Robertson reiterated that there should be an oversight schedule of presentations and reports coming before the committee and requested a follow-up on the status of the Economic Development Plan.*

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

## **Adjournment**

There being no further business, the meeting adjourned at 2:22 p.m.