



City of Richmond

900 East Broad Street
Richmond, VA 23219
www.rva.gov/office-city-clerk

Draft Meeting Minutes Governmental Operations Standing Committee

Wednesday, December 11, 2024

1:00 PM

Council Chamber, 2nd Floor - City Hall

Committee and Other Council Members in Attendance

The Honorable Katherine Jordan - Chair

The Honorable Stephanie Lynch - Committee Member

The Honorable Nicole Jones - Alternate Committee Member (early departure)

Absent

The Honorable Ann-Frances Lambert - Vice Chair

Staff in Attendance

Joyce Davis, Council Policy Analyst

Susan McKenney, Senior Assistant City Attorney

Kimberly Morris, Assistant City Clerk

Candice Reid, City Clerk

Call to Order

Chair Katherine Jordan called the meeting to order at 1:00 p.m., and presided.

Chamber Emergency Evacuation Plan Announcement and Public Speaker Guidelines

Upon the Chair's request, Assistant City Clerk Kimberly Morris provided information on the appropriate manner in which the Council Chamber is to be evacuated in the event of an emergency along with public speaker guidelines.

Public Comment Period

There were no public comment speakers.

Approval of Minutes

[CD.2024.365](#) October 23, 2024 Governmental Operations Meeting Minutes

Attachments: [20241023 Gov Ops Mins DRAFT](#)

[CD.2024.373](#) November 20, 2024 Governmental Operations Meeting Minutes

Attachments: [20241120 Gov Ops Mins DRAFT](#)

There were no amendments or corrections to the meeting minutes of October 23, 2024, and November 20, 2024, and the committee approved the minutes as presented.

Discussion Item(s)

Update on Honorary Street Sign Moratorium and Process

Chair Katherine Jordan provided the committee with background on the honorary street sign moratorium and the process of Council establishing an honorary street sign policy.

Joyce Davis, Council Policy Analyst, provided an update on the honorary street sign moratorium and the process of Council establishing an honorary street sign policy.

Chair Jordan stated she appreciates the thorough report. She also stated that it is logical to have this project addressed by the History and Culture Commission.

Member Stephanie Lynch asked if the History and Culture Commission would like the moratorium added to its agenda.

Ms. Davis stated the commission is interested in placing the moratorium on its agenda, however, the commission's agenda is already set. She also stated she will reach out to the commission again to see how it can be considered for future decision making.

Member Lynch asked why the History and Culture Commission is being used as the guidepost for this process.

Chair Jordan stated the History and Culture Commission will be helpful to the Governmental Operations Standing Committee with the street naming process.

Ms. Davis stated other cities also use a commission or a history committee to review final lists of honorees.

Chair Jordan stated the Land Use, Housing and Transportation Standing Committee could be another option to review proposed honorees.

Kevin Vonck, Director of Planning and Development Review, stated if the History and Culture Commission is the preferred review body, clear expectations on the commission's role and responsibilities and future discussions are necessary.

Chair Jordan stated street sign questions and information should be on a standard request form. She also stated a Council Member, a resident, the Mayor's office or the History and Culture Commission would be able to initiate the process.

Alternate Member Nicole Jones recommended that requests from residents or civic associations go to the Department of Neighborhood and Community Services and then submitted to Council for approval.

Chair Jordan stated the Department of Neighborhood and Community Services is a reasonable option and it is worth exploring.

Ms. Davis stated she will inquire about other possible entities that can review requests.

Chair Jordan asked if the committee should consider limiting the number of requests made per year.

Alternate Member Jones stated a decision can be made regarding limits after reviewing data on district locations.

Chair Jordan stated there are other ways to honor residents through dedicating park trees or park benches.

Chair Jordan had additional discussion with committee members about limiting the number of designations, and stated it has been suggested to survey Council Members regarding the maximum number of designations made each year.

Alternate Member Nicole Jones left at 1:47 p.m.

Member Lynch stated the street naming process should not have too much bureaucracy surrounding criteria when choosing to honor someone.

Ms. Davis stated the City Attorney's office suggested that any policy be enshrined in Council's Rules of Procedures.

Staff Report

Joyce Davis, Council Policy Analyst, stated she will continue working on the Honorary Street Sign process.

Chair Jordan acknowledged Joyce Davis and her upcoming retirement and stated her appreciation for her work with Council.

Presentation(s)

There were no presentations.

Paper(s) for Consideration

There were no papers for consideration.

Board Vacancies

There were no board vacancies.

Adjournment

There being no further business, the meeting adjourned at 2:01 p.m.