



# City of Richmond

900 East Broad Street  
Richmond, VA 23219  
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## Meeting Minutes - Final Finance and Economic Development Standing Committee

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Thursday, May 19, 2022

1:00 PM

Council Chamber, 2nd Floor – City Hall

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### Committee Members

The Honorable Michael Jones – Chair  
The Honorable Kristen Nye – Vice Chair  
The Honorable Ellen Robertson – Committee Member

### Staff Present

Samson Anderson, Council Budget Analyst  
Tabrica Rentz, Acting Deputy City Attorney  
Candice Reid, City Clerk  
RJ Warren, Deputy City Clerk

### Call to Order

Chair Michael Jones called the meeting to order at 1:05 p.m., and presided.

### Chamber Emergency Evacuation 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.

### Public Comment Period

There were no public comment speakers.

### Approval of Minutes

There were no corrections or amendments to the meeting minutes of the Thursday, April 21, 2022 committee meeting, and the committee approved the minutes as presented.

[CD.2022.193](#) April 21, 2022 Finance & Economic Development Meeting Minutes

**Attachments:** [20220421 Finance Minutes](#)

## Agenda Review and Amendments

Chair Michael Jones moved to amend the agenda as follows, which was seconded and unanimously approved:

1. [ORD. 2022-013](#) To amend City Code § 12-12, concerning the form of budget submitted to Council, for the purpose of modifying the information required to be included within the budget.

**Patrons:** Mr. Jones

**Attachments:** [Ord. No. 2022-013 - Withdrawn 20220615](#)

Continued to the June 16, 2022 Finance and Economic Development Standing Committee meeting

2. [RES. 2022-R004](#) To establish the form of the annual budget pursuant to City Charter § 6.04 and City Code § 12-12.

**Patrons:** Mr. Jones

**Attachments:** [Res. No. 2022-R004 - Withdrawn 20220615](#)

Continued to the June 16, 2022 Finance and Economic Development Standing Committee meeting

## Papers for Consideration

The following ordinance was considered:

3. [ORD. 2022-129](#) To authorize the Chief Administrative Officer, for and on behalf of the City of Richmond, to execute Lease Amendment No. 3 to a U.S. Government Lease for Real Property (Short Form) with Lease Number GS-03P-LVA00156 between the City of Richmond and the Government of the United States of America, for the purpose of exercising the five-year renewal option and changing the annual rent for leasing 45 parking spaces within a City-owned parking facility located at 501 North 7th Street.  
(6th District)

**Patrons:** Mayor Stoney

**Attachments:** [Ord. No. 2022-129](#)

Steven Bergin, Department of Public Works Operations Manager/Parking, provided an introduction and additional background information regarding the proposed ordinance.

**There were no further comments or discussions and Member Ellen Robertson moved to forward ORD. 2022-129 to Council with the recommendation to approve, which was seconded and unanimously approved.**

**The following ordinance was considered:**

4. [ORD. 2022-130](#) To amend City Code §§ 8-59, concerning deposits for the sale of City-owned property, 8-61, concerning solicitation of offers by invitation for bids, 8-62, concerning the solicitation of offers by request for proposals, generally, and 8-67, concerning payment, for the purpose of clarifying the timing and form of deposits required and to authorize a submission fee for proposals submitted in response to certain solicitations for the sale of City-owned property.

**Patrons:** Mayor Stoney

**Attachments:** [Ord. No. 2022-130](#)

Matt Welch, Department of Economic Development Senior Policy Advisor, provided an introduction and additional background information regarding the proposed ordinance.

*Member Ellen Robertson stated her appreciation for the amendments proposed by city administration regarding the city's economic policy referenced in ORD. 2022-130.*

**There were no further comments or discussions and Member Ellen Robertson moved to forward ORD. 2022-130 to Council with the recommendation to approve, which was seconded and unanimously approved.**

**The following ordinances were considered:**

5. [ORD. 2022-142](#) To authorize the Chief Administrative Officer, for and on behalf of the City of Richmond, to execute a Grant Agreement between the Virginia Resources Authority and the City of Richmond for the purpose of receiving grant funds in the amount of up to \$23,153.00 to fund a planning and capacity building project for the City of Richmond.

**Patrons:** Mayor Stoney and Ms. Lambert

**Attachments:** [Ord. No. 2022-142](#)

6. [ORD. 2022-143](#) To authorize the Chief Administrative Officer, for and on behalf of the City of Richmond, to execute a Grant Agreement between the Virginia Resources Authority and the City of Richmond for the purpose of receiving grant funds in the amount of up to \$19,394.00 to fund a planning and capacity building project for levy surveying, reporting, and engineering review of the survey report by a third-party consultant for the City of Richmond.

**Patrons:** Mayor Stoney and Ms. Lambert

**Attachments:** [Ord. No. 2022-143](#)

John Vaughn, Department of Public Utilities Deputy Director Senior, provided an introduction and additional background information regarding the proposed ordinances.

There were no comments or discussions and Vice Chair Kristen Nye moved to forward ORD. 2022-142 and ORD. 2022-143 to Council with the recommendation to approve, which was seconded and unanimously approved.

The following ordinance was considered:

7. [ORD. 2022-144](#) To authorize the Chief Administrative Officer, for and on behalf of the City of Richmond, to execute a Coliseum Parcel Redevelopment Cooperation Agreement between the City of Richmond, Virginia and the Economic Development Authority of the City of Richmond, Virginia for the purpose of facilitating the sale and redevelopment of the City-owned property located at 601 East Leigh Street. (6th District)

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

**Attachments:** [Ord. No. 2022-144](#)

Leonard Sledge, Department of Economic Development Director, Economic Development Authority Executive Director, provided an introduction and additional background information regarding the proposed ordinance.

*Vice Chair Kristen Nye stated her concerns with the timing of the Coliseum Parcel Redevelopment Cooperation Agreement referenced in ORD. 2022-144. Vice Chair Nye also stated that she would prefer that the city be further in the request for proposals (RFP) process before initiating the agreement.*

Mr. Sledge stated that the Economic Development Authority (EDA) would be tasked with leading the RFP process and that the EDA would be collaborating with city staff throughout the process.

*Member Ellen Robertson addressed the city's history regarding efforts to redevelop the city's downtown area. Member Robertson stated that she believed the city was making significant efforts to engage with the community regarding the proposed redevelopment. Member Robertson also stated that she believed the redevelopment would lead to economic growth for the city, and she recommended that the agreement with the EDA be approved.*

**Member Ellen Robertson moved to forward ORD. 2022-144 to Council with the recommendation to approve, which was seconded.**

*Chair Michael Jones stated that he had initial concerns regarding ORD. 2022-144 and the transfer of property. Chair Jones informed members that after additional conversations with city administration and further review of the proposed ordinance, he was comfortable with the agreement moving forward.*

*Vice Chair Nye requested information regarding the 24-month timeline requirement that the EDA convey the property to a new owner and possible responses by the city if the requirement was not satisfied.*

Acting Deputy City Attorney Tabrica Rentz informed the committee that she would relay the request for information to the Office of the City Attorney staff that were involved with the drafting of the proposed legislation.

**There were no further comments or discussions and the motion to forward ORD. 2022-144 to Council with the recommendation to approve was approved: Ayes 2, Robertson, Jones. Noes 1, Nye.**

## Presentations

There were no presentations.

## Board Vacancies

There were no appointment/reappointment items for consideration.

## Discussion Items

*Chair Michael Jones stated that he had received concerns and questions from residents regarding the city's personal property tax. Chair Jones also stated he was aware that city administration was working to extend the deadline for residents to pay the tax. Chair Jones inquired what steps the city may take in the future regarding providing residents enough time to receive notice and submit payment of personal property taxes.*

Sheila White, Department of Finance Director, confirmed that personal property tax notification was issued later than in past years, and she provided information on factors that led to the delay. Ms. White also stated that city administration was working to establish new technology to assist with issuing personal property bills earlier next year.

*Vice Chair Kristen Nye stated her appreciation for city administration extending the payment deadline for personal property taxes, and she suggested that information regarding the extension be displayed on the city's website.*

*Vice Chair Nye noted that she and Chair Jones had discussed having either the Finance and Economic Development Standing Committee or the Governmental Operations Standing Committee address Council's budget process prior to review of the Fiscal Year 2024 (FY24) budget.*

*Chair Michael Jones stated that Council needed to establish a new budget process, and he noted legislation currently pending before Council addresses the possibility of starting the budget process earlier than in previous cycles. Chair Jones also stated that Council could possibly conduct a retreat during the month of August to identify Council budget priorities.*

*Member Ellen Robertson stated it was important that Council work collaboratively with city administration to identify budget priorities prior to introduction of a proposed budget.*

*Member Robertson also stated that she believed the Finance and Economic Development Standing Committee was the best environment to review changes to Council's budget process.*

*Chair Jones informed members that a discussion regarding a debriefing on the Fiscal Year 2023 (FY23) budget and a path forward, would take place at the June 16, 2022 Finance and Economic Development Standing Committee meeting.*

## **Staff Report**

Samson Anderson, Council Budget Analyst, provided members with the committee staff report.

[CD.2022.210](#) May 19, 2022, Finance and Economic Development Standing Committee Staff Report

**Attachments:** [20220519 Finance Staff Report](#)

## **Adjournment**

There being no further business, the meeting adjourned at 2:06 p.m.