



City of Richmond

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

Minutes

Governmental Operations Standing Committee

Thursday, October 24, 2019

12:00 PM

Council Chamber, 2nd Floor - City Hall

Committee Members and Staff in Attendance

The Honorable Andreas Addison – Chair
The Honorable Michael Jones – Vice Chair (*early departure*)
The Honorable Parker Agelasto – Member
The Honorable Kim Gray – Council member (*late arrival, early departure*)
Samson Anderson, Council Budget Analyst
Bonnie Ashley, Assistant City Attorney
Lisa Braxton, Assistant City Clerk
Joyce Davis, Council Policy Analyst
Jamie Isley, Assistant City Clerk
Allison Miessler, Boards and Commissions Administrator
RJ Warren, Deputy City Clerk

Call to Order

Chair Andreas Addison called the meeting to order at 12:01 p.m., and presided.

Evacuation Announcement and Citizen Speaker Guidelines

Upon the Chair's request, Assistant City Clerk Jamie Isley 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

Roland Winston, Virginia Council on LGBTQ Issues co-founder and GLSEN advocacy chair, addressed the committee regarding issues and discrepancies pertaining to the Human Rights Commission and requested input on how the commission could function more efficiently.

A copy of the material provided has been filed.

Approval of Minutes

There were no amendments or corrections to the meeting minutes of Thursday, September 26, 2019, and the committee approved the minutes as presented.

Council member Kim Gray arrived at 12:06 p.m.

Board Vacancies

Allison Miessler, boards and commissions administrator, reviewed board applications for consideration by the committee.

Member Parker Agelasto moved to forward the following appointments and reappointment board applications to Council with the recommendation to approve, which was seconded and unanimously approved:

Board Name	Criteria for Appointment	Applicant Name
City Personnel Board (10 members)	Reside or work in the city of Richmond	Betty Squire (reappointment)
		Lorraine Adeeb
		Jonette Meade Barley
		Samuel Towell
		Carletta Wilson
	(5 vacancies)	

Council member Kim Gray recommended the committee consider Jimmie Jarvis and Ronald Timmons for the two Sister Cities Commission vacancies.

Vice Chair Michael Jones suggested Council consider requiring applicants to obtain a statement or recommendation from their district of work or residence to provide equity for all applicants.

Member Parker Agelasto moved to forward the following appointment board applications to Council with the recommendation to approve, which was seconded and unanimously approved:

Board Name	Criteria for Appointment	Applicant Name
Sister Cities Commission (13 members)	Reside or work in the city of Richmond	Jimmie Jarvis
		Ronald Timmons
	(2 vacancies)	

Member Parker Agelasto expressed frustration at the state of the Richmond Retirement System Board, stating that every member's term will be expired at the end of November and the board lacks a quorum. Member Agelasto asked the Office of the City Attorney to provide proactive recommendations for Council regarding the mayoral board appointment process.

Deputy City Attorney Bonnie Ashley advised that Council would need to draft a legislative request to amend the city charter regarding the provisions of the Richmond Retirement System Board.

A copy of the material provided has been filed.

Presentations

Report on the Functions of the Human Rights Commission

Rakia Taylor, Human Rights Commission chair, presented an update regarding the functions, accomplishments, challenges and vision for the Human Rights Commission. Ms. Taylor also discussed a strategic plan and requested support to ensure the commission functions as intended.

Member Parker Agelasto suggested the commission reprioritize their allocated budget and coordinate with city administration for additional funds to meet budget requests.

Michael Winborne, Ph.D., Department of Human Services management analyst and Human Rights Commission staff, was available to answer questions.

Chair Andreas Addison requested staff, the Office of the City Clerk and city administration to coordinate with the Human Rights Commission to determine next steps.

A copy of the material provided has been filed.

Review of the FY 2019, Q1 FY 2020 Vacancy Lists and the Voluntary Retirement Incentive Program (VRIP) Impact

Karen Garland, Department of Human Resources interim director, and Robin Redmond, Department of Human Resources division chief, presented information regarding the status of positions, employee turnover, separated employee statistics and the impact of the Voluntary Retirement Incentive Program.

Council member Kim Gray departed the meeting at 12:48 p.m.

Ms. Redmond informed the committee that re-hired retirees are classified as new employees within the data.

Ms. Garland advised that departments will oftentimes allocate funds for overtime and provisional employees out of their personnel budget which can inhibit departments from filling every funded position.

Acting Chief Administrative Officer (CAO) Lenora Reid advised that departmental budgets are situational based on the specific department and their needs. Acting CAO Reid stated that departments have been tasked with reviewing every position, connecting it to a responsibility and determining if any vacant positions need to be filled, allocated to another department or eliminated.

Chair Andreas Addison expressed the importance of attracting undergraduate and graduate students nearing completion of their degrees to city vacancies.

A copy of the material provided has been filed.

Paper(s) for Consideration

The following ordinance was considered:

ORD. 2019-291

To provide for the granting by the City of Richmond to the person, firm or corporation to be ascertained in the manner prescribed by law of a franchise for the management of the Hopkins Road Transfer Station located at 3506 Hopkins Road and the East Richmond Road Convenience Center located at 3800 East Richmond Road in accordance with a certain Franchise Agreement.

Patrons: Mayor Stoney

Torrence Robinson, Department of Public Works deputy director of operations, introduced ORD. 2019-291 and indicated that it will allow for the collection of additional revenue within the solid waste division.

Bobby Vincent, Department of Public Works director, was available to answer questions.

Member Parker Agelasto asked the Department of Public Works to share information regarding revenue, fiscal impact and franchise commitments with Council during the November 12, 2019, City Council formal meeting.

Vice Chair Jones exited the meeting at 1:29 p.m.

There were no further comments or discussions and **Member Parker Agelasto moved to forward ORD. 2019-291 to the November 12, 2019, Council meeting with recommendation to approve, which was seconded and unanimously approved.**

The following ordinance was considered:

ORD. 2019-292

To amend the schedule of classifications and assigned ranges incorporated into section I of the Pay Plan adopted by Ord. No. 2018-319 on Jan. 14, 2019, for the purpose of revising the wording of certain classification titles and changing the pay ranges of two classification titles.

Patrons: Mayor Stoney

Robin Redmond, Department of Human Resources division chief, introduced ORD. 2019-292 and stated that the proposed ordinance will update several job classifications and pay ranges established by the 2018 Gallagher Compensation study.

Member Parker Agelasto informed the committee of an error within the ordinance stating that the Technology Specialist position is listed twice, with one listing denoted as classified and the other as unclassified within the included classifications and ranges attachment.

Assistant City Attorney Bonnie Ashley advised that the attachment will need to be amended by Council because it is referenced within the ordinance.

Lisa Braxton, assistant city clerk, advised the committee that the Office of the City Clerk will confer with the Office of the City Attorney to ensure that an amendment to ORD. 2019-292 is advertised correctly prior to consideration by Council.

Member Agelasto requested that the amended version of the attachment be provided to all members of Council prior to consideration of the amendment at a future Council meeting.

There were no further comments or discussions and **Member Parker Agelasto moved to forward ORD. 2019-292 to the November 12, 2019, Council meeting with recommendation to approve with amendment, which was seconded and unanimously approved.**

The following ordinance was considered:

ORD. 2019-293

To amend City Code §§ 28-837, concerning records of facilities, 28-857, concerning the authority required for the placement and use of poles, wires, and conduits, and 28-862, concerning joint use of existing poles or conduits and board of arbitrators, and to amend ch. 28, art. VII, by adding therein a new div. 3 (§§ 28-876-28-882) for the purpose of authorizing the Director of Public Utilities to issue permits for the installation of wireless facilities in the public right-of-way.

Patrons: Mayor Stoney

Chair Andreas Addison introduced ORD. 2019-293 and expressed the intent to allow for the Director of Public Utilities to communicate with vendors who would utilize utilities resources for fifth generation small cell antennas.

Calvin Farr, Department of Public Utilities director, informed the committee that a fee schedule is necessary to accommodate the installation of wireless facilities and that the legislation will need re-working.

Chair Addison expressed concern regarding the timeline for completion of any amendments to ORD. 2019-293 and requested a copy of the fee schedule once complete. He also inquired about the best method to address the amendment process regarding ORD. 2019-293.

Deputy City Attorney Bonnie Ashley advised that if a mutual agreement were expeditiously reached regarding amendments to ORD. 2019-293, then the proposed ordinance could be withdrawn and re-introduced at the next Council meeting.

There were no further comments or discussions and **Chair Andreas Addison moved to continue ORD. 2019-293 to the November 28, 2019, Governmental Operations Standing Committee meeting, which was seconded and unanimously approved.**

Discussion Item(s)

There were no items for discussion.

Staff Report

Joyce Davis, Council policy analyst, provided the committee with the October staff report.

A copy of the report provided has been filed.

Adjournment

There being no further business, the meeting adjourned at 2:12 p.m.