



# City of Richmond

## Informal Meeting Minutes

900 East Broad Street  
Richmond, VA 23219  
[www.richmondgov.com/cityclerk](http://www.richmondgov.com/cityclerk)

Tuesday, May 26, 2020

4:00 PM

Council Chamber, 2nd Floor - City Hall  
Virtual Meeting

### **Councilmembers Present**

The Honorable Cynthia Newbille, President  
The Honorable Chris Hilbert, Vice President (late arrival)  
The Honorable Andreas Addison  
The Honorable Kim Gray  
The Honorable Michael Jones  
The Honorable Kristen Larson  
The Honorable Stephanie Lynch  
The Honorable Ellen Robertson  
The Honorable Reva Trammell

### **Staff Present**

Lawrence Anderson, Council Chief of Staff  
Lisa Braxton, Council Management Analyst  
Haskell Brown, Interim City Attorney  
Meghan Brown, Deputy Council Chief of Staff  
Candice Reid, City Clerk  
RJ Warren, Deputy City Clerk

Council President Cynthia Newbille called the meeting to order at 4:09 p.m. and presided.

### **ELECTRONIC MEETING ANNOUNCEMENT**

Council Management Analyst Lisa Braxton, in accordance with Ordinance No. 2020-093, adopted April 9, 2020, announced the meeting would be held through electronic communication means, and stated that notice of the meeting was provided to the public through a public information advisory issued on May 14, 2020, and through Legistar on the city website in accordance with usual practice. She also stated there would be no opportunities for public comment and no public hearings during the meeting.

### **Docket Review**

Council Management Analyst Lisa Braxton reviewed the following agenda items as indicated:

#### **Consent Agenda:**

1. Ord. 2019-275 – to be continued to Monday, June 22, 2020
2. Ord. 2019-276 – to be continued to Monday, June 22, 2020
3. Ord. 2020-025 – to be continued to Monday, December 14, 2020
4. Ord. 2020-083 – retained on the Consent Agenda
5. Ord. 2020-084 – retained on the Consent Agenda

6. Ord. 2020-085 – to be continued to Monday, June 22, 2020
7. Ord. 2020-086 – retained on the Consent Agenda
8. Ord. 2020-087 – to be amended and continued to Monday, June 8, 2020
9. Ord. 2020-088 – retained on the Consent Agenda
10. Ord. 2020-097 – retained on the Consent Agenda
11. Ord. 2020-098 – retained on the Consent Agenda
12. Ord. 2020-103 – to be continued to Monday, June 22, 2020
13. Ord. 2020-104 – to be continued to Monday, June 22, 2020
14. Ord. 2020-105 – to be continued to Monday, June 22, 2020
15. Ord. 2020-106 – retained on the Consent Agenda
16. Ord. 2020-107 – to be continued to Monday, June 22, 2020
17. Ord. 2020-110 – to be continued to Monday, June 8, 2020

Jay Brown, Budget and Strategic Planning director, was available to answer questions regarding proposed Ord. 2020-110 and informed Council that the requested continuance would allow for an additional assessment of Human Services' non-departmental reappropriations.

Reginald Gordon, deputy chief administrative officer – Human Services, was also available to answer questions related to the proposed legislation.

Councilor Kristen Larson suggested further discussion regarding proposed Ord. 2020-110 at the June Organizational Development Standing Committee meeting.

18. Ord. 2020-112 – retained on the Consent Agenda
19. Ord. 2020-113 – retained on the Consent Agenda
20. Ord. 2020-114 – retained on the Consent Agenda
21. Ord. 2020-115 – retained on the Consent Agenda
22. Res. 2019-R068 – to be continued to Monday, September 28, 2020
23. Res. 2020-R014 – retained on the Consent Agenda
24. Res. 2020-R016 – to be continued to Monday, June 22, 2020
25. Res. 2020-R018 – to be continued to Monday, June 8, 2020
26. Res. 2020-R019 – retained on the Consent Agenda
27. Res. 2020-R020 – retained on the Consent Agenda
28. Res. 2020-R021 – retained on the Consent Agenda
29. Res. 2020-R022 – retained on the Consent Agenda

30. Res. 2020-R027 – to be stricken
31. Res. 2020-R029 – to be continued to Monday, June 22, 2020
32. Res. 2020-R035 – retained on the Consent Agenda
33. Res. 2020-R036 – retained on the Consent Agenda

Regular Agenda:

34. Ord. 2018-236 – to be continued to Monday, June 8, 2020
35. Ord. 2019-343 – to be continued to Monday, June 22, 2020

Councilor Kim Gray provided an update regarding the outcome of community meetings held to discuss Ord. 2019-343 and stated that she supports the proposed legislation, even though it does not address short-term rentals (STR) for non-owner occupied dwellings and stronger penalties for noncompliant operators. Ms. Gray stated that the introduction of enhanced fines legislation would be forthcoming.

Mark Olinger, Planning and Development Review director, was also available to answer questions, and he expressed city administration's support of Ord. 2019-343. However, he cautioned the inclusion of non-primary residency commercial enterprises existing within primarily zoned residential districts.

*Vice President Chris Hilbert joined the meeting.*

Interim City Attorney Haskell Brown explained that there is no public notification requirement with the proposed adoption of Ord. 2019-343.

Mr. Olinger informed Council of the pending STR application process and enforcement efforts. He stated that, if adopted, Ord. 2019-343 would enter into effect on July 1, 2020.

Councilor Stephanie Lynch expressed concern with Ord. 2019-343 since the proposed legislation will not allow for non-primary residency operators of short-term rentals; she requested that the paper be continued to allow for review of suggested best practice policies.

Councilor Gray emphasized the need to move forward with the adoption of Ord. 2019-343 as a starting point for STR compliance.

After further discussion, Councilor Lynch moved to continue Ord. 2019-343 to the June 22<sup>nd</sup> Council meeting later that evening, at the Formal Session of Council. The motion was seconded and approved: Ayes 8, Jones, Robertson, Larson, Lynch, Gray, Trammell, Addison, Newbille. Noes 1, Hilbert.

36. Ord. 2020-041 – to be continued to Monday, June 8, 2020

Mark Olinger, Planning and Development Review director, informed Council that the suggested amendment to Ord. 2020-041 had not been reviewed by city administration.

37. Res. 2019-R057 – to be continued to Monday, July 27, 2020
38. Res. 2020-R015 – retained on the Regular Agenda
39. Res. 2020-R034 – to be continued to Monday, June 8, 2020

Leonard Sledge, Economic Development director, informed Council that appraisals of properties referenced in Res. 2020-R034 will be completed within the first week of June. Mr. Sledge

asked that the legislation be continued to allow for the introduction of an amendment excluding the surplus of the Public Safety building.

Council Management Analyst Lisa Braxton informed Council of impending citizen public comment regarding Res. 2020-R034 later that evening, at the Formal Session of Council.

John Wack, Finance director, introduced Ord. 2020-114.

### **Other Discussion**

Fire Chief Melvin Carter provided Council with an update concerning the distribution of personal protective equipment to city employees and the general public. A copy of the presentation provided has been filed.

John Wack, Finance director, presented information regarding local allocations for federal Coronavirus Aid, Relief, and Economic Security (CARES) Act funds, in which the city is to receive \$20.1 million based on population around June 1<sup>st</sup>. A copy of the presentation presented has been filed.

President Cynthia Newbille asked that councilors review prior distributed information regarding the federal CARES Act and to forward all questions to the Council Chief of Staff office for response.

Councilor Kim Gray inquired regarding testing of city employees and elected officials for the coronavirus.

President Newbille also asked that the Council Chief of Staff office redistribute presentations provided at the Informal Session of Council.

Robert “Bob” Steidel, deputy chief administrative officer – Operations, provided an update regarding the reopening planning strategy for city facilities as the city enters into phase one. Mr. Steidel informed Council that with the phase one reopening, (i) there will be a limited number of citizens allow to enter City Hall, (ii) there will be no access to floors above the first floor of City Hall, and (iii) employees will be required to sign in and out as they arrive and depart for duty. A copy the information presented has been filed.

Mr. Steidel advised Council of current state guidelines regarding testing for coronavirus.

Councilor Kristen Larson inquired regarding participation at Council meetings as the city enters different phases of reopening, as well as possible social distance monitoring at city parks.

### **Docket Review Revisited**

With the consensus of Council, city administration requested that Res. 2020-R034 be continued to the June 8<sup>th</sup> Council meeting.

Robert “Bob” Steidel, deputy chief administrative officer – Operations, was available to answer questions regarding Res. 2020-R014.

Vice President Chris Hilbert requested that Res. 2020-R018 be continued to June 8<sup>th</sup> instead of the previously requested date.

There were no further comments or discussions concerning Consent and Regular Agenda items reviewed.

**Adjournment**

There being no further business, the meeting adjourned at 5:40 p.m.

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CITY CLERK