



City of Richmond

900 East Broad Street
Richmond, VA 23219
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Minutes

Organizational Development Standing Committee

Monday, April 4, 2016

5:00 PM

Council Chamber, 2nd Floor-City Hall

Committee Members and Staff in Attendance

The Honorable Council President Michelle Mosby ~ Chair
The Honorable Council Vice President Chris Hilbert ~ Vice Chair (Absent)
The Honorable Parker Agelasto ~ Member
The Honorable Jonathan Baliles ~ Member
The Honorable Kathy Graziano ~ Member
The Honorable Cynthia Newbille ~ Member
The Honorable Ellen Robertson ~ Member
The Honorable Charles Samuels ~ Member
The Honorable Reva Trammell ~ Member
Lou B. Ali, Council Chief of Staff
Haskell Brown, Deputy City Attorney
Jean Capel, City Clerk
Allen Jackson, City Attorney
Alexander Rawles, Boards and Commissions Administrator
Candice Reid, Deputy City Clerk
Faye Smith, Senior Assistant City Clerk

Call to Order

Chair Michelle Mosby called the meeting to order at 5:15 p.m. and presided.

Closed Session

At 5:15 p.m., Committee member Charles Samuels moved that the Organizational Development Standing Committee of the City Council hold a closed meeting pursuant to section 2.2-3711(A)(1) of the Virginia Freedom of Information Act for the purpose of discussing the performance of the City Assessor, City Attorney, City Auditor, City Clerk and Council Chief of Staff, all appointees of the City Council.

The motion was seconded and adopted: Ayes 8, Baliles, Graziano, Samuels, Agelasto, Robertson, Trammell, Newbille, Mosby. Noes, None.

Committee member Cynthia Newbille motioned to exit closed session at 6:03 p.m., which was seconded and adopted: Ayes 8, Baliles, Samuels, Graziano, Agelasto, Robertson, Trammell, Newbille, Mosby. Noes, None.

Certification of Closed Meeting

WHEREAS, the Organizational Development Standing Committee of the City Council of the City of Richmond, Virginia, has convened in closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 (D) of the Code of Virginia requires a certification by this Committee that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE,

BE IT RESOLVED:

That the Organizational Development Standing Committee hereby certifies that to the best of each member's knowledge (i) only public matters lawfully exempt from open meeting requirements by Virginia law were discussed in the closed meeting to which this certifying resolution applies; and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Committee.

WITNESS the following vote of Committee members, as recorded by Jean V. Capel, City Clerk:

CERTIFYING:

Michelle R. Mosby, Chair
Christopher A. Hilbert, Vice chair
Jonathan T. Baliles
Charles R. Samuels
Katherine C. Graziano
Parker C. Agelasto
Ellen F. Robertson
Cynthia I. Newbille
Reva M. Trammell

DECLINED TO CERTIFY:

Absent

Approval of Minutes

Committee member Kathy Graziano moved to approve the March 7, 2016 Organizational Development Standing Committee meeting minutes, which was seconded and approved. ~
Vote: 7/0. Trammell was temporarily excused. Hilbert absent.

Reports from City Administration, Council Staff and Other Parties

None

Paper(s) for Consideration

It was the consensus of the committee to forward Ord. 2016-094 to the April 11, 2016 Council meeting with the recommendation to approve.

ORD. 2016-094 To amend and reordain City Code § 2-1082, concerning the composition of the Audit Committee, for the purpose of clarifying membership requirements.

Patron: Ms. Graziano

Committee member Kathy Graziano and Boards and Commissions Administrator Alexander Rawles, introduced Ord. 2016-094 stating that the paper is a housekeeping matter clarifying the composition of the Audit Committee.

It was the consensus of the committee to forward Res. 2016-R008 to the April 11, 2016 Council meeting with the recommendation to approve.

RES. 2016-R008 To formally adopt, for itself, the Council Liaisons, and the employees in the Council Chief of Staff's office, the Operational Policies and Procedures Manual issued by the Council Chief of Staff, as updated by the Council Chief of Staff from time to time, to the extent consistent with applicable law.

Patron: Mr. Samuels

Committee member Charles Samuels introduced Res. 2016-R008.

Reports of Standing Committees

None

Consideration of Appointments to Boards, Commissions and Similar Entities

Boards and Commissions Administrator Alexander Rawles reviewed board applications for the committee's consideration.

It was the consensus of the committee to recommend approval of the following board appointment:

Richmond Regional Planning District Commission
Mike C. Gray

Affordable Housing Trust Fund Oversight Board

Committee member Ellen Robertson asked that staff work with city administration to have the mayoral vacancies filled on the Affordable Housing Trust Fund Oversight Board.

Chief Administrative Officer Selena Cuffee-Glenn stated that she will work with staff as it relates to the request.

Richmond Metropolitan Transportation Authority (RMTA)

Committee member Parker Agelasto inquired about the city's representation on the RMTA stating that the city is under represented in terms of seats on the authority. Mr. Agelasto

reported that Henrico and Chesterfield Counties has 5 members serving and the city only has 2 or 3 appointed members. He recommended that the mayor select a council member, perhaps the council president, to serve stating that it is critical for the city to have active representation. Mr. Agelasto advised the committee that, currently, Henrico and Chesterfield Counties have chairmen of their boards serving on RMTA.

Ms. Cuffee-Glenn advised Mr. Agelasto that she will take his recommendation to the mayor and will work closely with staff to get a status as it relates to vacancies and needed appointment to RMTA.

A copy of the material provided has been filed.

Discussion Item(s)

Comprehensive Annual Financial Report (CAFR) Update

Lenora Reid, Deputy Chief Administrative Officer-Finance & Administration, reported that administration presented a second draft of the CAFR document, as requested by the auditor, along with the appraisal of The Diamond. Ms. Reid stated that the auditor also requested Richmond Public Schools' completed CAFR and was told by Cherry Bekaert that they plan to present the CAFR to the schools' board members this month.

Other Business

Hickory Hill Community Center

Councilwoman Reva Trammell requested assistance from Chief Administrative Officer Selena Cuffee-Glenn in securing an answer from the mayor regarding the use of office space at the Hickory Hill Community Center.

Monroe Park Conservancy Update

Committee member Agelasto requested that an update on the Monroe Park Conservancy be scheduled for a future meeting.

Committee member Charles Samuels stated that he is meeting with Alice Massie, President, Monroe Park Conservancy, on Friday, April 8th, and will provide the committee with an update.

Adjournment

There being no further business to come before the committee, the meeting adjourned at 6:30 p.m.