



City of Richmond

900 East Broad Street
Richmond, VA 23219
www.rva.gov/office-city-clerk
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DRAFT Meeting Minutes Governmental Operations Standing Committee

Wednesday, September 27, 2023

1:00 PM

Council Chamber, 2nd Floor - City Hall

Committee and Other Council Members in Attendance

The Honorable Katherine Jordan - Chair

The Honorable Ann-Frances Lambert - Vice Chair (late arrival)

Absent

The Honorable Stephanie Lynch - Member

Staff and Others in Attendance

Joyce Davis, Council Policy Analyst

Laura Drewry, City Attorney

LaTasha Holmes, Council Chief of Staff

Susan McKenney, Senior Assistant City Attorney

Nahdiyah Muhammad, Assistant City Clerk

Candice Reid, City Clerk

RJ Warren, Deputy City Clerk

Call to Order

Chair Katherine Jordan called the meeting to order at 1:10 p.m., and presided.

Chamber Emergency Evacuation Plan Announcement and Citizen Speaker Guidelines

Upon the Chair's request, Assistant City Clerk Nahdiyah Muhammad 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.

Presentation(s)

Office of Sustainability (OOS) Annual Report

[CD.2023.298](#) OOS FY23 Annual Report Presentation

Attachments: [20230927 OOS FY23 Annual Report Presentation](#)

A copy of the material provided has been filed.

Vice Chair Ann-Frances Lambert arrived at 1:14 p.m., and was seated.

Laura Thomas, Office of Sustainability Director, provided the committee with a presentation regarding Office of Sustainability's annual report.

Vice Chair Ann-Frances Lambert inquired about 3rd District historical sites listed as critical heat risk areas.

Laura Thomas stated that the historical designation is a federal designation. Ms. Thomas also stated that specific areas with a high exposure to heat are due to historic infrastructures being harder to maintain when temperatures are high.

Dawn Oleksy, Energy Program Manager, provided the committee with additional information regarding upcoming energy programs.

Chair Katherine Jordan inquired about the different expenditures between natural gas and electricity.

Vice Chair Lambert inquired about efficiencies.

Ms. Oleksy stated based on account data, there are some city department accounts that have very low usage, and the Department of Sustainability can have conversations with the departments to close low usage accounts.

Laura Thomas continued to present additional information regarding the OOS annual report to the committee.

The committee had further discussion with Laura Thomas regarding the OOS annual report, the upcoming fiscal year budget, and potential grants.

Approval of Minutes

There were no corrections or amendments to the meeting minutes of Wednesday, July 26, 2023, and the committee approved the minutes as presented.

[CD.2023.277](#) July 26, 2023 - Governmental Operations Standing Committee Meeting Minutes

Attachments: [20230726 Gov Ops Mins - DRAFT](#)

Paper(s) for Consideration

The following ordinance was considered:

1. [ORD. 2023-259](#) To authorize the Chief Administrative Officer, for and on behalf of the City of Richmond, to execute a Facility License Agreement between the School Board of the City of Richmond, as licensor, and the City of Richmond, as licensee, for the purpose of permitting the use of certain school facilities from Oct. 30, 2023, through Nov. 10, 2023, for the November 7, 2023, general election.

Patrons: Mayor Stoney

Attachments: [Ord. No. 2023-259](#)

Keith Balmer, City Registrar, provided the committee with an introduction and additional background information regarding the proposed ordinance.

Vice Chair Ann-Frances Lambert inquired about barriers regarding delivering voting equipment to Richmond Public Schools (RPS).

Keith Balmer stated that communication with RPS will occur to ensure that the proper equipment is delivered to RPS locations. Mr. Balmer further stated that the current agreement with RPS states that voting equipment will be picked up and delivered within a 12-day time span.

Vice Chair Lambert inquired if the Richmond City School Board will need to approve the delivery and pick up of equipment.

Keith Balmer stated the School Board has already approved the agreement for delivery and pick up of equipment.

Public Hearing

There were no public hearing speakers.

There were no comments or discussions and Vice Chair Ann-Frances Lambert moved to forward ORD. 2023-259 to Council with the recommendation to approve, which was seconded and approved. Ayes 2, Jordan, Lambert. Noes None.

The following resolution was considered:

2. [RES. 2023-R011](#) To request that the Chief Administrative Officer cause the Department of Parks, Recreation and Community Facilities to consult with the Office of the City Attorney concerning the development of a plan and the preparation of necessary documents to acquire, preferably by gift, the

properties known as Evergreen Cemetery and East End Cemetery and to present such a plan and documents to the Council.

Patrons: Ms. Newbille, Ms. Lambert and Vice President Nye

Attachments: [Res. No. 2023-R011](#)

Vice Chair Ann-Frances Lambert stated RES. 2023-R011 should be continued for 60 days to correct wording within the legislation.

Deborah Morton, Deputy Director for Parks and Recreation, provided the committee with additional background information regarding the proposed resolution.

Public Hearing

There were no public hearing speakers.

There were no comments or discussions and Vice Chair Ann-Frances Lambert moved to continue consideration of RES. 2023-R011 to the November 2023 Government Operations Standing Committee meeting, which was seconded and approved. Ayes 2, Jordan, Lambert. Noes None.

The following resolution was considered:

3. [RES. 2023-R052](#) To approve the Richmond Behavioral Health Authority's performance contract for Fiscal Year 2024 and Fiscal Year 2025.

Patrons: Ms. Newbille

Attachments: [Res. No. 2023-R052](#)

John Lindstrom, Chief Executive Officer (CEO) of Richmond Behavioral Health Authority (RBHA), provided the committee with an introduction and additional background information regarding the proposed resolution.

Vice Chair Ann-Frances Lambert inquired about no community feedback received regarding the performance of RBHA.

John Lindstrom stated the feedback received were from consumers and community based needs assessments. Mr. Lindstrom also stated RBHA has not received community feedback regarding RBHA's performance contract.

Vice Chair Lambert inquired about where the feedback was sought.

John Lindstrom stated RBHA follows code requirements for feedback requests. Mr. Lindstrom also stated feedback requests are posted in RBHA's facilities and website.

John Lindstrom had further discussion with the committee regarding RES. 2023-R052.

Public Hearing

There were no public hearing speakers.

There were no comments or discussions and Vice Chair Ann-Frances Lambert moved to forward RES. 2023-R052 to Council with the recommendation to approve, which was seconded and approved. Ayes 2, Jordan, Lambert. Noes None.

Board Vacancies

There were no board vacancies.

Discussion Item(s)

2022 City Charter Review Commission Report

[CD.2023.300](#) Charter Review Commission Short Summary

Attachments: [20230927 Charter Review Commission Short Summary](#)

A copy of the material provided has been filed.

Thad Williamson, 2022 City Charter Review Commission Chair, provided the committee with a report of the 2022 City Charter Review Commission's recommendations.

Vice Chair Ann-Frances Lambert inquired about City Council needing to conduct a study regarding any changes to the city's form of government.

Chair Katherine Jordan inquired about members of the current commission agreeing to be active in the reconstituted commission that focused more on the implementation of the suggested City Charter changes.

Thad Williamson stated there was a recommendation that at least one to three members remain active on the commission.

Kevin Vonck, Director of Planning and Development Review, provided the committee with additional information regarding the City Charter and recommended City Charter changes.

Laura Drewry, City Attorney, stated that she did not have any concerns regarding certain procedural changes to the City Charter. Ms. Drewry also stated there are a lot of zoning changes within the suggested changes that the City Attorney's Office is still reviewing. Ms. Drewry further stated her concerns for the time line necessary to consider which changes to move forward on.

Suzette Denslow, Director of Intergovernmental Affairs, spoke to the committee regarding suggested changes to the City Charter.

LaTasha Holmes, Council Chief of Staff, spoke with the committee regarding next steps for the suggested changes to the City Charter.

The committee had further discussion with LaTasha Holmes regarding the 2022 City Charter Review Commission report.

November Committee Meeting

Committee members present agreed to change the November 22, 2023 standing committee meeting date to November 15, 2023.

Next Steps for the Committee Review of Boards and Commissions

Chair Katherine Jordan stated the committee would review the Boards and Commissions that are assigned to the Governmental Operations Standing Committee to determine next steps.

Staff Report

Joyce Davis, Council Policy Analyst, provided the committee with a staff report.

[CD.2023.284](#) Governmental Operations Staff Report - September 27, 2023

A copy of the material provided has been filed.

Adjournment

There being no further business, the meeting adjourned at 2:50 p.m.