



City of Richmond

Budget Work Session Minutes

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

Monday, March 27, 2017

1:00 PM

Council Chamber, 2nd Floor - City Hall

Richmond City Council convened in a budget work session on Monday, March 27, 2017, in the Council Chamber, located on the second floor of City Hall, 900 East Broad Street.

Councilmembers Present

The Honorable Chris Hilbert, President
The Honorable Cynthia Newbille, Vice President
The Honorable Andreas Addison
The Honorable Parker Agelasto (*Late arrival*)
The Honorable Kim Gray
The Honorable Michael Jones (*Late arrival*)
The Honorable Kristen Larson
The Honorable Ellen Robertson (*Late arrival*)
The Honorable Reva Trammell

Staff Present

Lou Ali, Council Chief of Staff
Debra Bowles, Assistant City Clerk
Meghan Brown, Deputy Council Chief of Staff
William Echelberger, Council Budget Analyst
Allen Jackson, City Attorney
Charles Jackson, Council Budget Analyst
Debora Shaw, Council Administrative Project Analyst

Council President Chris Hilbert called the meeting to order at 1:10 p.m. and presided.

Upon the President's request, Assistant City Clerk Debra Bowles provided information on the appropriate manner in which the Council Chamber is to be evacuated in the event of an emergency.

Presentations

Office of the Commonwealth Attorney Fiscal Year 2018 Budget Presentation

Commonwealth Attorney Michael Herring provided an overview of the proposed FY18 budget to Council. Mr. Herring explained that the General Fund covers personnel and operating services, victim-witness is self-sufficient by being totally grant funded and the non-general fund items are funded by state and federal government for asset forfeiture. Mr. Herring also stated that a new criminal case management system is needed for efficiency and effectiveness as their current system is antiquated.

Councilors Parker Agelasto, Michael Jones and Ellen Robertson arrived and were seated.

Director of Budget and Strategic Planning Jay Brown was available to answer questions from Council.

A copy of the material provided has been filed.

Office of the City Sheriff Fiscal Year 2018 Budget Presentation

Budget Manager Kimberlee Goins reviewed the FY18 budget request for the Department of the City Sheriff. Ms. Goins informed Council that the budget proposes a decrease of 19 positions at a total cost reduction of approximately \$1.6 million. Ms. Goins stated that the department is in the early request for proposal (RFP) stages to secure a new pharmaceutical contract as the current contract will expire June 30th. Ms. Goins stressed that the greatest need for the department is an up-to-date Jail Management System (JMS) which will interface with the State Compensation Board, Victim Information Notification Everyday (VINE), and the Richmond Police Department's Records Management System – PISTOL, various vendors and numerous external partners to allow for the continuity of inmate data. Ms. Goins reminded Council that the contract with Peumansend Creek Regional Jail (PCRJ) will not be in effect for FY18 which will offer a savings of approximately \$1 million annually and could be used to purchase the JMS.

Sheriff C. T. Woody, Jr. stated that the average daily population (ADP) of 2016 was 14.2% lower than in 2015, and there was a 31% reduction in the confined population since 2010. Sheriff Woody and Ms. Goins answered specific questions of Council.

A copy of the material provided has been filed.

Department of Emergency Communications (DEC) 2018 Budget Presentation

Director of Emergency Communication Stephen Willoughby provided an overview of the department's FY18 budget requests. Mr. Willoughby stated that there is a request for a Public Safety Domain that will allow an internet connection and establish a stable communication system to benefit public safety and all city technology users. Mr. Willoughby also requested additional funds to begin transitioning the 9-1-1 Telecommunications Infrastructure to Next Generation 911 (NG911) which will allow digital information to flow from the public through the 911 network and directly to emergency responders. Mr. Willoughby further stated the need for additional funding to pay a third-party vendor to bill and collect for the city's false alarm program. Mr. Willoughby explained that a personnel reduction of five 9-1-1 positions would equate to approximately \$353,000; however, the impact of the staff reduction could mean an increase in overtime to meet minimum staffing and the reduction of minimum staffing during peak times could potentially mean increased wait times for callers. Director Willoughby stated that an increase to the number of abandoned calls could fail meeting the national standard. Mr. Willoughby answered questions of Council.

A copy of the material provided has been filed.

Department of Public Works (DPW) 2018 Budget Presentation

Interim Director of Public Works Bobby Vincent presented budget requests for DPW. Mr. Vincent highlighted the change of personnel and programs being transferred from general fund to the non-general fund coding and stated that the department is working towards a bi-weekly bulk and brush program. Mr. Vincent also stated that the department is transitioning temporary solid waste refuse collectors into full-time employees which will provide a level of consistency through training. Mr. Vincent noted that there is a projected increase for street lighting based on electric utility billing, infrastructure maintenance and resource allocation. Mr. Vincent further stated that there is a vacancy rate of 41% within the department which causes challenges for the engineering, operational and general services areas, and that an aging fleet has hindered DPW's ability to meet the needs of the city. Mr. Vincent responded to Council's questions.

A copy of the material provided has been filed.

Council recessed at 4:14 p.m. to hold the Informal Council meeting.

Council reconvened at 4:25 p.m.

Department of Public Utilities (DPU) 2018 Budget Presentation

Director of Public Utilities Robert Steidel provided Council with an overview of FY18 budget requests. Mr. Steidel stated that this department is a highly regulated area of the city as it covers the areas of natural gas, water, wastewater, stormwater and electric, and the department also oversees the 3-1-1 call center. Mr. Steidel also stated that employee recruitment and retention is a major challenge for the department. Mr. Steidel further reviewed the cost drivers that are affecting rate increases in gas, water, wastewater and stormwater utilities. Mr. Steidel and Deputy Director of Public Utilities Wayne Lassiter responded to statements and questions of Council.

A copy of the material provided has been filed.

Department of Information Technology (DIT) 2017 Budget Presentation

Interim Director of Information Technology Charles Todd provided information relating to the FY18 budget requests for DIT. Mr. Todd informed Council of a transfer of five employees from DPU cost centers to DIT cost centers. Mr. Todd stated that there is a need to replace network switches, routers, and servers that are at or past life expectancy and a need for storage expansion. Mr. Todd also stated that there will be an increase in contracts and agreements for telecom services that includes cellular, MIFI and Centrex lines but does not include replacement of the city telephone system. Mr. Todd answered questions of Council.

A copy of the material provided has been filed.

Non-Departmental Follow Up

Director of Budget and Strategic Planning Jay Brown stated that Council should have received updated recommendations for the proposed non-departmental FY18 budget for Council's consideration during the amendment process.

Deputy Council Chief of Staff Meghan Brown stated that council staff was not aware of the proposed recommendations until they met with city administration and Councilor Michael Jones. Ms. Brown stated that, after the meeting with administration sent a memo to Council with proposed adjustments and Council staff forwarded the information to Council to ensure that Council received the Mayor's recommendations for consideration before making amendments to the FY18 budget.

Adjournment

There being no further business, the meeting adjourned at 5:46 p.m.

CITY CLERK