

INTRODUCED: March 13, 2023

AN ORDINANCE No. 2023-085

To amend City Code §§ 2-1187, concerning the creation of the History and Culture Commission, 2-1188, concerning composition, 2-1189, concerning qualifications, 2-1191, concerning duties, and 2-1192, concerning administration.

\_\_\_\_\_  
Patron – Mayor Stoney

\_\_\_\_\_  
Approved as to form and legality  
by the City Attorney  
\_\_\_\_\_

PUBLIC HEARING: MAR 27 2023 AT 6 P.M.

THE CITY OF RICHMOND HEREBY ORDAINS:

§ 1. That sections 2-1187, 2-1188, 2-1189, 2-1191, and 2-1192 of the Code of the City of Richmond (2020) be and are hereby **amended** and reordained as follows:

**Sec. 2-1187. Created.**

There is hereby created a commission of the City of Richmond with indefinite duration to be known as the History and Culture Commission for the purpose of providing to the Mayor [~~and~~], the Department of Planning and Development Review, and City Council information and advice concerning matters of historical and cultural significance.

AYES: 9 NOES: 0 ABSTAIN: \_\_\_\_\_

ADOPTED: MAR 27 2023 REJECTED: \_\_\_\_\_ STRICKEN: \_\_\_\_\_

**Sec. 2-1188. Composition.**

The Commission shall be composed of [13] nine members, subject to the conditions set forth in this section, as follows:

(1) [~~Nine voting~~] Five members appointed by the Mayor who shall be residents of the City and who are not officers or employees of the City.

(2) Four [~~non-voting~~] members [~~as follows:~~

a. ~~One employee of the Department of Planning and Development Review appointed by the Mayor.~~

b. ~~One member of the City Council]~~ appointed by the City Council.

~~[c. Two youth members who, during their entire tenure on the Commission, shall be students of public schools administered by the School Board of the City of Richmond, Virginia, enrolled in the ninth, tenth, 11th, or 12th grades appointed by a majority vote of the voting members of the Commission.]~~

(3) The Mayor and City Council shall coordinate an interview and appointment process to ensure the Commission's members are appropriately appointed.

(4) All appointments shall be otherwise governed by Sections 2-767 and 2-768.

**Sec. 2-1189. Qualifications.**

~~[Except for the two youth members appointed in accordance with Section 2-1188, all]~~ All members of the Commission should reflect the diversity of the city of Richmond and represent a range of expertise in one or more fields, including, but not limited to, architecture, archaeology, history, art, culture, and economic development.

**Sec. 2-1191. Duties.**

The Commission shall serve as an advisory body to the Mayor and the Department of Planning and Development Review. The Commission shall monitor, evaluate, and provide advice and recommendations to the Mayor and the Department of Planning and Development Review concerning issues of historical, cultural, and economic significance within the City of Richmond. In addition, the Commission shall perform the following duties:

(1) Provide the Mayor, the Department of Planning and Development Review, and the public with information and recommendations regarding the preservation of or interpretive signage for any areas, structures, sites, and objects that are significant elements of the cultural, social, economic, political, or architectural history of the City of Richmond.

(2) Establish a formal historical marker program, following state guidance, design the City's historical markers, in collaboration with the Department of Planning and Development Review, the Public Arts Commission, and the Department of Public Works. The City historical marker program shall include a formal historical marker application and procedures for nominating a historical marker. All information about historical markers and the associated process shall be publicly available on the City's website and include a regularly updated list of all historical markers in the city of Richmond.

(3) Facilitate public awareness of the City of Richmond's history, culture, and undertakings involving historic or cultural sites.

(4) Prepare a report listing a full inventory of street, bridge, or public space names associated with the Confederate States of America or enslavers and outline a process, working with the City administration and the City Attorney, for the renaming of such locations.

~~(3)~~ (5) Comply with the provisions of Sections 8-7 through 8-10 when making any recommendations to name or rename any City facility as defined in Section 8-7.

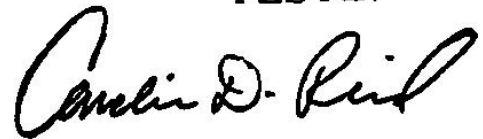
**Sec. 2-1192. Administration.**

- (a) *Quorum.* Five voting members of the Commission shall constitute a quorum.
- (b) *Officers.* The Commission shall select from among voting members a Chair, Vice-Chair, and such other officers as it may deem necessary to discharge its functions.
- (c) *Meetings.* The Commission shall meet at least once every two months and as often as the Commission may deem necessary.
- (d) *Reporting.* ~~[Within 15 days after the end of]~~ In October of each [quarter] year, the Commission shall provide the Mayor, City Council, and the Director of Planning and Development Review with a report on the Commission's activities and accomplishments for the preceding [quarter] year.
- (e) *Freedom of Information.* The Commission shall keep minutes of its meetings in accordance with the requirements of the Virginia Freedom of Information Act (Code of Virginia, § 2.2-3700 et seq.).
- (f) *Procedures.* The Commission may adopt rules of procedure or bylaws, approved as to form and legality by the City Attorney and not inconsistent with this division or other applicable law, to govern the conduct of its meetings and affairs. For purposes of Section 2-773, the Commission is classified as "advisory."
- (g) *Staff and resources.* The Director of Planning and Development Review shall assign one or more employees of the Department of Planning and Development Review to provide the necessary support for the Commission subject to the appropriation of sufficient funds therefor.

One of the employees assigned shall be a full-time employee with expertise in public history and culture who shall manage the Commission and coordinate efforts across various City departments and offices, including, but not limited to, the Department of Planning and Development Review and the Department of Public Works.

§ 2. This ordinance shall be in force and effect upon adoption.

**A TRUE COPY:  
TESTE:**

A handwritten signature in black ink, appearing to read "Carolin D. Reil". The signature is written in a cursive style with a large initial 'C'.

**City Clerk**




# City of Richmond


## Intracity Correspondence


### O&R REQUEST

**DATE:** February 9, 2022 **EDITION:** 1

**TO:** The Honorable Members of City Council

**THROUGH:** The Honorable Levar M. Stoney, Mayor 

**THROUGH:** J.E. Lincoln Saunders, Chief Administrative Officer 

**THROUGH:** Sharon Ebert, Deputy Chief Administrative Officer, Economic and Community Development 

**FROM:** Maggie Anderson, Chief of Staff (Office of the Mayor)

**RE:** Updated History and Culture Commission

**ORD. OR RES. No.** \_\_\_\_\_

**PURPOSE:** To update certain provisions of the City of Richmond’s History and Culture Commission.

**REASON:** To ensure the City’s History and Culture Commission has clear duties, an updated appointment process, and budget.

**RECOMMENDATION:** Approval is recommended by the City Administration.

**BACKGROUND:** The City of Richmond has embarked on critical projects to determine how to most effectively tell a more holistic story around the city’s rich, deep, and even contentious historic sites and landmarks. To help understand and tell Richmond’s history, Mayor Stoney established the first ever History and Culture Commission for the City of Richmond in 2018. However, the current Commission’s mission and structure need updating to ensure it is an effective and high-functioning body.

- The following items are recommended as necessary updates to Ordinance No. 2018-269:
- The History and Culture Commission will advise the Mayor, Department of Planning and Development Review, **AND** City Council on matters involving the history and culture of the City of Richmond;
  - The estimated operating costs for the Commission will be approximately \$200,000, including a new, full-time staffer.

- The Department of Planning and Development Review will hire a new full-time staffer, with expertise in public history and culture, to manage the updated Commission.
  - The new staff member shall coordinate Commission efforts across various city departments and offices, including, but not limited to Planning and Development Review, Public Works, and Office of Equitable Development.
- The Commission shall be composed of 9 members (instead of 13)
  - Of the 9 members, five will be appointed by the mayor and four shall be appointed by City Council.
  - The composition of the Commission shall reflect the diversity of the City of Richmond and represent a range of specific expertise and skillsets in one or more fields, including, but not limited to, architecture, archeology, history, art, culture, and economic development.
  - The City Council and Mayor's Office shall coordinate an appointment and interview process to ensure the Commission's members are appropriately appointed.
  - Terms of office: Standard
- Duties: **(1)** Provide the Mayor, City Council, the Department of Planning and Development Review, and the public with information and recommendations regarding the preservation of or interpretive signage for any areas, structures, sites, and objects that are significant elements of the cultural, social, economic, political, or architectural history of the City of Richmond. **(2)** Establish a formal historical marker program and design the marker itself (following [state guidance](#)), in collaboration with the Department of Planning and Development Review, Public Arts Commission, and the Department of Public Works. The program shall include a formal historical marker application and procedures for nominating a historical marker. All information about historical markers and the associated process shall be publicly available on RVA.gov and include a regularly updated list of all historic markers in the City of Richmond. **(3)** Facilitate public awareness and education of the City of Richmond's history, culture, and undertakings involving historic or cultural sites by hosting an annual history event, such as a conference, walking tour, or panel discussion. **(4)** Prepare a report listing a full inventory of street, bridge, or public space names associated with the Confederacy or enslavers and outline a process, working with the City Administration and City Attorney, for the renaming of such locations.
- Voting: A majority vote of the Commission is required to approve historic markers and public asset renaming.
- Quorum: Five members shall constitute a quorum.
- Officers: The Commission shall select from among voting members a chair, vice chair, and such other officers as it may deem necessary to discharge its functions.
- Meetings. The Commission shall meet monthly and as often as the Commission may deem necessary.
- Reporting. In October of each year, the Commission shall provide the Mayor, City Council, and the Director of Planning and Development Review with a report on the Commission's activities and accomplishments for the year.

**FISCAL IMPACT / COST:** \$200,000

**FISCAL IMPLICATIONS:** \$200,000 reoccurring each fiscal year.

**BUDGET AMENDMENT NECESSARY:** FY24 proposed budget

**REVENUE TO CITY:** None.

**DESIRED EFFECTIVE DATE:** Upon adoption.

**REQUESTED INTRODUCTION DATE:** March 13, 2023

**CITY COUNCIL PUBLIC HEARING DATE:** March 27, 2023

**REQUESTED AGENDA:** Consent agenda

**RECOMMENDED COUNCIL COMMITTEE:** Government Operations, March 22, 2023

**CONSIDERATION BY OTHER GOVERNMENTAL ENTITIES:** None

**AFFECTED AGENCIES:** Planning and Development Review; Department of Public Works

**RELATIONSHIP TO EXISTING ORD. OR RES.:** Ordinance No. 2018-269

**REQUIRED CHANGES TO WORK PROGRAM(S):** N/A

**ATTACHMENTS:** N/A

**STAFF:** Maggie Anderson, Chief of Staff to the Mayor