



# City of Richmond

900 East Broad Street  
Richmond, VA 23219  
[www.rva.gov/office-city-clerk](http://www.rva.gov/office-city-clerk)

## Meeting Minutes Finance and Economic Development Standing Committee

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Thursday, March 17, 2022

1:00 PM

Council Chamber, 2nd Floor – City Hall

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### Committee Members

The Honorable Kristen Nye – Vice Chair  
The Honorable Ellen Robertson – Committee Member  
The Honorable Stephanie Lynch – Alternate Member

### Absent

The Honorable Michael Jones – Chair

### Staff Present

Samson Anderson, Council Budget Analyst  
Jerry Carchedi, Council Budget Analyst  
Joyce Davis, Interim Council Chief of Staff  
Candice Reid, City Clerk  
Tabrica Rentz, Acting Deputy City Attorney  
RJ Warren, Deputy City Clerk

### Call to Order

Vice Chair Kristen Nye called the meeting to order at 1:08 p.m., and presided.

### Chamber Emergency Evacuation Announcement and Citizen Speaker Guidelines

Upon the Vice Chair's request, Deputy City Clerk RJ Warren 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.

### Approval of Minutes

There were no corrections or amendments to the meeting minutes of the Thursday, February 17, 2022 committee meeting, and the committee approved the minutes as presented.

[CD.2022.094](#) February 17, 2022 Finance & Economic Development Meeting Minutes

## Papers for Consideration

The following resolution was considered:

2. [RES. 2021-R092](#) To establish a policy that Council members will make recommendations for their budget priorities to the Mayor no later than Oct. 1 of each year for consideration in the Mayor's proposed annual budget for the purpose of developing a more collaborative budget development process.

**Patrons:** Ms. Lynch and Ms. Lambert

*Alternate Member Stephanie Lynch provided an introduction and additional background information regarding the proposed resolution.*

*Member Ellen Robertson noted that she would inquire with Council staff regarding certain aspects of the resolution.*

**There were no further comments or discussions and Member Ellen Robertson moved to forward RES. 2021-R092 to Council with the recommendation to approve, which was seconded and unanimously approved.**

The following resolution was considered:

3. [RES. 2022-R014](#) To express the Council's support, should the citizens of Richmond approve a second referendum for the development and operation of a resort casino, for appropriating one-third of the revenues received as a result of the development and operation of such resort casino to a reserve fund for the purpose of supplanting any decrease in funds received by the School Board of the City of Richmond as a result of adjustments to the Commonwealth of Virginia's Composite Index of Local Ability to Pay.

**Patrons:** Ms. Lynch and Ms. Lambert

*Alternate Member Stephanie Lynch provided an introduction and additional background information regarding the proposed resolution.*

**There were no further comments or discussions and Alternate Member Stephanie Lynch moved to forward RES. 2022-R014 to Council with no recommendation, which was seconded and unanimously approved.**

The following ordinance was considered:

1. [ORD. 2022-047](#) To authorize the Director of Procurement Services, for and on behalf of the City of Richmond, to execute a Goods and Services Contract between the City of Richmond and CliftonLarsonAllen LLP for auditing services.

**Patrons:** President Newbille and Ms. Nye

*City Auditor Lou Lassiter provided an introduction and additional background information regarding the proposed ordinance.*

**There were no further comments or discussions and Member Ellen Robertson moved to forward ORD. 2022-047 to Council with the recommendation to approve, which was seconded and unanimously approved.**

## Presentations

### 1. Credit Rating Overview

City financial advisors David Rose, Davenport & Co. Senior Vice President and Manager of Public Finance; and Ronald Kooch, Jr., Davenport & Co. Senior Vice President; provided the committee with a presentation regarding the city's debt capacity and debt affordability. Mr. Rose provided additional information regarding the city's efforts to remain in compliance with its debt management policies.

*A copy of the material provided has been filed.*

[CD.2022.120](#) Credit Rating Overview

*Alternate Member Stephanie Lynch confirmed that the construction of a new George Wythe High School was included in the city's projected debt service.*

Sheila White, Finance Director, and Sabrina Joy-Hogg, Deputy Chief Administrative Officer (DCAO) for Finance and Administration, were available to provide additional information regarding the city's finances.

*Member Ellen Robertson inquired about the impact of potential reductions to the city's real estate tax rate on the city's debt capacity and service.*

Mr. Rose stated that the debt analysis takes a conservative approach to potential growth and new revenue the city would receive, and that the city must take that into account when reviewing potential changes to city revenue streams. Mr. Rose also stated that the conservative approach was to provide revenue flexibility to account for any potential downturns in the economy.

*Member Robertson suggested that the committee hold future discussions about the potential impacts of a downturn in the economy. Ms. Robertson stated that the discussions would help plan for appropriate budget preparations.*

*Vice Chair Kristen Nye inquired about Davenport & Co.'s recommendations for a percentage of cash funding for future capital improvement projects (CIPs).*

Mr. Rose stated the recommendation was that over the next few years, the city should work to ensure 1.5% of cash from the General Fund be allocated for CIPs and that the number increase to 3% in the future.

DCAO Joy-Hogg confirmed that the proposed budget for FY 2023 included a 3% cash allocation for CIPs from the General Fund. DCAO Joy-Hogg also provided information regarding CIP requirements for a new Justice Center and the current City Hall. DCAO Joy-Hogg also addressed the fiscal requirements and planning for the potential need to construct a new City Hall.

*Vice Chair Nye stated her concerns with the fiscal costs for constructing a new City Hall.*

Bob Steidel, Deputy Chief Administrative Officer (DCAO) for Operations, informed the committee that the city had a working group of city project managers to address and plan for future CIPs. DCAO Steidel stated that future projects that require assistance from third parties would still be led by the city working group.

## **2. Ethics Training Program Overview**

Sheila White, Finance Director, provided the committee with a presentation regarding the city's ethics training plan. Ms. White informed members that the city was actively working to identify components of an ethics training program. Ms. White also stated that a pilot training program would begin within the Finance Department before implementation throughout the remaining city departments.

*A copy of the material provided has been filed.*

[CD.2022.119](#) Ethics Training Program Overview

*Vice Chair Kristen Nye stated her appreciation that the training program would incorporate recommendations provided by the Ethics Reform Task Force.*

## **Board Vacancies**

There were no appointment/reappointment items for consideration.

## **Discussion Items**

There were no discussion items.

## **Staff Report**

Samson Anderson, Council Budget Analyst, provided members with the committee staff report. Mr. Anderson stated that Council staff was working on capital budget amendments requested by Council, and that the appropriate city administration staff would provide Council with presentations at future meetings, regarding the proposed budget.

*A copy of the material provided has been filed.*

[CD.2022.116](#) March Finance Staff Report

## **Adjournment**

There being no further business, the meeting adjourned at 2:28 p.m.