



City of Richmond

900 East Broad Street
Richmond, VA 23219
www.rva.gov/index.php/office-city-clerk

Minutes

Organizational Development Standing Committee

Monday, March 1, 2021

5:00 PM

Council Chamber, 2nd Floor - City Hall
(Virtual Meeting)

Committee Members

The Honorable Cynthia Newbille – Chair
The Honorable Ellen Robertson – Vice Chair
The Honorable Andreas Addison – Member
The Honorable Michael Jones – Member (early departure)
The Honorable Katherine Jordan – Member
The Honorable Ann-Frances Lambert – Member
The Honorable Kristen Larson – Member (early departure)
The Honorable Stephanie Lynch – Member
The Honorable Reva Trammell – Member

Others in Attendance

Haskell Brown, Interim City Attorney
Joyce Davis, Interim Council Chief of Staff
Candice Reid, City Clerk
RJ Warren, Deputy City Clerk

Call to Order

Chair Cynthia Newbille called the meeting to order at 7:06 p.m., and presided.

Electronic Meeting Announcement

Deputy City Clerk RJ Warren, in accordance with Ordinance No. 2020-093, adopted April 9, 2020, as most recently amended by Ordinance No. 2020-232, adopted December 14, 2020, announced the meeting would be held through electronic communication means. Mr. Warren stated notice of the meeting was provided to the public through a public information advisory issued on February 24, 2021, and through Legistar on the city website in accordance with usual practice. He also stated there would be no opportunities for public comment at the meeting.

Approval of the Minutes

There were no corrections or amendments to the minutes of the Monday, February 1, 2021 Organizational Development Standing Committee meeting, at 5:00 p.m., and the minutes were approved as presented.

Reports from City Administration, Council Staff and Other Parties

Richmond Behavioral Health Authority

Dr. John Lindstrom, Richmond Behavioral Health Authority (RBHA) chief executive officer, addressed

the committee and provided an update of RBHA's services that are offered to citizens throughout the city. Dr. Lindstrom also provided the committee with RBHA's annual report. Dr. Lindstrom also addressed the impact of the COVID-19 pandemic on RBHA's resources and services.

Vice Chair Ellen Robertson inquired about potential growth of RBHA services. Vice Chair Robertson stated that RBHA should conduct a future discussion with Council regarding potential expansion of RBHA facilities on available land near the RBHA campus.

Dr. Lindstrom informed members about the recent expansion of programs and facilities at the RBHA campus that assist patients and families. Dr. Lindstrom stated he would follow up with Vice Chair Robertson regarding potential RBHA campus expansion.

A copy of the material provided has been filed.

Deferred Capital Maintenance

Acting Chief Administrative Officer Lincoln Saunders stated city administration looked forward to addressing with Council, the long-term planning and the funding necessary to address critical needs for capital maintenance of city facilities and fleet replacement.

Bob Steidel, Deputy Chief Administrative Officer of Operations, and Adam Hohl, Department of Public Utilities, management analyst, senior, provided members with a presentation regarding short and long-term deferred facilities maintenance planning and fleet replacement planning, with an emphasis on city-owned buildings with 20-50 years of age, and city-owned fleet with 2-20 years of age.

Adam Hohl provided members with a demonstration of an internal city facilities and equipment planning tool that provides data and information to support the administration in its decision making with deferred maintenance and capital improvement projects on city facilities and fleet equipment.

Member Michael Jones left the meeting at 7:40 p.m.

Member Katherine Jordan inquired if the planning tool provided information regarding square footage utilization.

Mr. Steidel stated that the square footage utilization data would be collected and implemented into the planning tool. Mr. Steidel also stated a space utilization study was scheduled to be completed by August of 2021.

Member Kristen Larson inquired how city administration would incorporate the COVID-19 pandemic's impact on space utilization. Member Larson requested that Council ensure that an update be provided to Council in the fall after the completion of the space utilization study.

Member Andreas Addison stated his appreciation for the information provided and requested that city administration review potential space collaboration and cost saving measures for the city.

Vice Chair Ellen Robertson inquired if city administration had information on city-owned property and property owned by Richmond Public Schools currently not in use, and if city administration had plans to utilize or profit from that property.

Mr. Steidel stated city administration would have a better understanding on the requested information after the completion of the space study.

Chair Cynthia Newbille requested that city administration make sure to include property owned by the Richmond Redevelopment and Housing Authority (RRHA) within its space study.

A copy of the material provided has been filed.

Reports of Standing Committees

There were no reports from standing committees.

Consideration of Appointments to Boards, Commissions and Similar Entities

There were no appointment/reappointment items for consideration.

Paper(s) for Consideration

There were no papers for consideration.

Discussion Item

Review of Proposed Master Plan Amendments

Interim City Attorney Haskell Brown informed members of the timeline and process necessary to review and approve amendments to the city's Master Plan.

Member Kristen Larson left the meeting at 8:02 p.m.

Vice Chair Ellen Robertson stated her concerns with the required timeline for the process of reviewing and approving amendments. Vice Chair Robertson requested that Council examine how to implement possible changes to the amendment process in the future.

Member Andreas Addison inquired about a potential completion date for the amendment process.

Mr. Brown informed members it could potentially require 120-150 days for the amendment process to be completed.

Interim Council Chief of Staff Joyce Davis informed members that Council staff would provide a report on March 8, 2021, that would detail the hiring process for a permanent Council Chief of Staff and provide information regarding the hiring of a permanent city attorney. Ms. Davis also stated that Council staff was working with the Office of the City Attorney regarding a process timeline for Council's review of the City Charter. Ms. Davis further stated additional information regarding disposition of removed monuments and statues would be provided to Council.

Adjournment

There being no further business, the meeting adjourned at 8:13 p.m.