



## City of Richmond

900 East Broad Street  
Richmond, VA 23219  
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### Minutes

#### Organizational Development Standing Committee

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Monday, October 7, 2019

5:00 PM

Council Chamber, 2nd Floor - City Hall

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#### **Committee Members and Others in Attendance**

The Honorable Cynthia Newbille – Chair  
The Honorable Andreas Addison – Member (late arrival) (early departure)  
The Honorable Parker Agelasto – Member  
The Honorable Kim Gray – Member (late arrival)  
The Honorable Michael Jones – Member  
The Honorable Kristen Larson – Member  
The Honorable Reva Trammell – Member  
Haskell Brown, Deputy City Attorney  
Meghan Brown, Interim Council Chief of Staff  
Allen Jackson, City Attorney  
Candice Reid, City Clerk  
RJ Warren, Deputy City Clerk

#### **Absent**

The Honorable Chris Hilbert – Vice Chair  
The Honorable Ellen Robertson – Member

#### **Call to Order**

Chair Cynthia Newbille called the meeting to order at 5:08 p.m., and presided.

#### **Chamber Emergency Evacuation Plan and Citizen Speaker Guidelines**

Upon the 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.

#### **Approval of the Minutes**

There were no corrections or amendments to the minutes of the Tuesday, September 3, 2019, Organizational Development Standing Committee meeting at 5:00 p.m., and the minutes were approved as presented.

*Member Kim Gray arrived and was seated at 5:12 p.m.*

#### **Consideration of Appointments to Boards, Commissions and Similar Entities**

Boards and Commissions Administrator Allison Miessler reviewed the following board and commissions applicants for consideration by the committee:

<u>Board Name</u>	<u>Criteria for Appointment</u>	<u>Applicant Name</u>
<b>Affordable Housing Trust Fund Oversight Board</b> (10 members)	Representative from the Richmond Association of Realtors  (1 vacancy)	John Maguire (2 <sup>nd</sup> District Resident)
<b>Human Rights Commission</b> (13 members)	Resident  (2 vacancies)	Jimez Ashby (2 <sup>nd</sup> District Resident) Nicholas Garcia (2 <sup>nd</sup> District Resident)
	Youth Member  (1 vacancy)	Kasia Carrington (6 <sup>th</sup> District Resident)
<b>PlanRVA (Richmond Regional Planning District Commission)</b> (13 members)	City Planning Commission Representative  (1 vacancy)	Rodney Poole (3 <sup>rd</sup> District Resident)

**Member Kristen Larson moved to forward the appointment applications to Council with the recommendation to approve, which was seconded and approved: Ayes 5, Jones, Larson, Gray, Trammell, Newbille. Noes None. Agelasto excused.**

*Member Andreas Addison arrived and was seated at 5:13 p.m.*

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

## **Reports from City Administration, Council Staff and Other Parties**

### **Richmond 300 Update Presentation**

Mark Olinger, Planning and Development Review director, discussed with members a review of the Richmond 300 city-wide master plan process. Mr. Olinger stated citizens could provide feedback at upcoming Richmond 300 open forums to be held throughout the city. Mr. Olinger provided dates and locations of the forums.

*Member Kim Gray expressed concern with corner convenient stores not following city rules regarding alcohol sales and inquired from Mr. Olinger about how rules could be better enforced. Member Gray also addressed blighted properties on Broad Street and asked how the properties could be addressed.*

Mr. Olinger stated he would discuss blighted property concerns with property maintenance code enforcement to determine how to address the issue. He also stated further discussions with members were necessary to address corner convenient stores.

*Member Parker Agelasto expressed his concern with existing neighborhoods being placed within mixed-use zoning.*

*Member Andreas Addison exited the meeting at 5:49 p.m.*

*Member Reva Trammell inquired why homeowners on Jefferson Davis Highway are subject to fines for high grass, but owners of blighted property do not receive fines.*

Mr. Olinger stated he hoped rezoning could address the issue and asked that citizens located near Jefferson Davis Highway attend the open forums to discuss possible solutions.

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

## **Navy Hill Development Advisory Commission (NHDAC) Progress Report**

John Gerner, NHDAC vice chair, provided the committee a progress report regarding the commission's review of the proposed Navy Hill Development Project.

*Member Kim Gray thanked Mr. Gerner for his service and noted that members of the commission serve voluntarily.*

*Member Kristen Larson inquired about public notice being issued regarding open meetings of the NHDAC.*

*Chair Cynthia Newbille confirmed that public meeting notices are posted by the Office of the City Clerk, and press releases are issued by Council staff are provide NHDAC meeting information.*

### **Paper for Consideration**

**The following resolution was considered:**

#### **RES. 2019-R056**

To provide for the nomination of George P. Braxton, Benjamin P. Campbell, and Eldridge Forest Coles as the City of Richmond's three Directors and the election of the Board of Directors of the Greater Richmond Transit Company for the period commencing upon election and qualification of these nominees as Directors and terminating on the date of the 2020 annual meeting of shareholders upon the election and qualification of the successors to these Directors.

*Member Parker Agelasto expressed his concern that Greater Richmond Transit Company (GRTC) Board of Directors membership did not include a member of the city health district. Member Agelasto stated he would vote in favor of the proposed resolution, but requested Council to consider appointing a member of the city health district to the GRTC Board of Directors in 2020.*

*Member Kristen Larson expressed her support for Member Agelasto's request.*

There were no further comments or discussions and **Member Kim Gray moved to forward Res. 2019-R056 to Council with a recommendation to approve, which was seconded and approved:** Ayes 6, Jones, Larson, Agelasto, Gray, Trammell, Newbille. Noes None.

### **Discussion Items**

#### **Council Priorities**

Interim Council Chief of Staff Meghan Brown informed the committee with the adoption of Res. No. 2019-R026, Council requests the mayor to join members in a discussion regarding appropriate priorities of the city. Ms. Brown stated Council selected the following priorities for discussion:

- Education
- Infrastructure, Street Maintenance and Repair
- Permits, Inspections, Zoning and Code Enforcement
- Parks and Community Building

Ms. Brown also stated she would poll members on a date for a joint meeting.

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

### **Fund Balance/Year-end Surplus**

Interim Council Chief of Staff Megan Brown addressed the committee regarding the \$17,000,000 dollar surplus for Fiscal Year 2019. Ms. Brown stated Council's Fund Balance Policy requires that Council act on surplus funds by November 1, 2019, otherwise allocation of funds authority would transfer to the mayor. She also stated a special meeting would be required prior to November 1, to allow Council an opportunity to take action on required legislation to address the year-end surplus and allocation of funds.

*Chair Cynthia Newbille noted a consensus of the committee to approve the allocation of \$6,200,000 for a 1% cost of living adjustment (COLA) for city retirees.*

*Member Parker Agelasto clarified that he did not agree with the 1% COLA allocation. Member Agelasto expressed concern that the proposed allocation of funds did not follow Council's Fund Balance Policy.*

*Member Kim Gray suggested the allocation of \$6,200,000 for a 1% COLA, and for Council to proceed in accordance with the Council's Fund Balance Policy for the remaining allocation of funds.*

Lenora Reid, acting chief administrative officer (CAO), addressed the committee regarding other post-employment benefits (OPEB) funding, retirement unfunded liability, and answered additional questions raised by the committee.

It was the consensus of the committee to approve the allocation of \$6,200,000 for a 1% COLA and to allocate the remaining surplus balance per the Fund Balance Policy, which included: 50% of remaining funds towards the Unassigned and Stabilization Reserve, 40% towards the Capital Maintenance Reserve, and 10% towards the Special Purpose Reserve.

*Member Agelasto inquired about the mayor's proposed \$200,000 allocation of funds for a violin competition.*

*Leonora Reid, acting CAO, provided information regarding the city's involvement in the violin competition and was available to address questions raised by the committee.*

*Member Gray stressed that funds should be directed towards other needs of the city before being allocated for a violin competition.*

*Member Agelasto expressed his desire that \$1,000,000 of surplus funds be allocated towards the retirement unfunded liability.*

*Chair Newbille requested city administration provide members with additional information regarding the OPEB trust and retirement unfunded liability.*

*Chair Newbille confirmed with City Attorney Allen Jackson that Council would consider an ordinance to address a 1% COLA allocation, along with an expedited resolution to address allocating the remaining year-end surplus, at a special meeting of Council.*

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

### **Adjournment**

There being no further business, the meeting adjourned at 7:44 p.m.