



City of Richmond

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

Meeting Minutes Governmental Operations Standing Committee

Wednesday, June 26, 2024

1:00 PM

Council Chamber, 2nd Floor - City Hall

Committee and Other Council Members in Attendance

The Honorable Katherine Jordan - Chair

The Honorable Ann-Frances Lambert - Vice Chair (late arrival)

Absent

The Honorable Stephanie Lynch

Staff and Others in Attendance

Joyce Davis, Council Policy Analyst

Susan McKenney, Senior Assistant City Attorney

Kimberly Morris, Assistant City Clerk

Adam Poser, Deputy Council Chief of Staff

Candice Reid, City Clerk

RJ Warren, Deputy City Clerk

Call to Order

Chair Katherine Jordan called the meeting to order at 1:10 p.m., and presided.

Chamber Emergency Evacuation Plan Announcement and Public Speaker Guidelines

Upon the Chair's request, Assistant City Clerk Kimberly Morris provided information on the appropriate manner in which the Council Chamber is to be evacuated in the event of an emergency along with public speaker guidelines

Vice Chair Ann-Frances Lambert arrived at 1:12 p.m. and was seated.

Public Comment Period

There were no public comment speakers.

Approval of Minutes

[CD.2024.211](#) May 22, 2024 Governmental Operations Meeting Minutes

Attachments: [20240522 Gov Ops Mins Draft](#)

There were no amendments or corrections to the meeting minutes of May 22, 2024, and the committee approved the minutes as presented.

Presentation(s)

There were no presentations.

Paper(s) for Consideration

The following ordinance was considered:

1. [ORD. 2024-094](#) To amend City Code § 11-36, concerning exemptions to sound control, for the purpose of modifying the hours during which the City's refuse collection and sanitation services shall be exempted from the requirements of the City's sound control provisions.

Patrons: Ms. Jordan and Ms. Lynch

Attachments: [Ord. No. 2024-094](#)

Public Hearing

There were no public speakers.

There were no comments or discussions and Vice Chair Ann-Frances Lambert moved to continue ORD. 2024-094 to the July 24, 2024 Governmental Operations Standing Committee meeting, which was seconded and was unanimously approved.

The following resolution was considered:

2. [RES. 2024-R021](#) To request that the Chief Administrative Officer cause the Department of Economic Development to engage a consultant to work with the property owners and businesses in the Carytown neighborhood to establish a Business Improvement and Recruitment District and to submit an ordinance setting forth the particulars of such District to the Council.

Patrons: Ms. Lynch

Attachments: [Ord. No. 2024-R021](#)

Allison Beatty, Department of Economic Development, Management Analyst Principal, provided an introduction and additional background information regarding the proposed resolution.

Public Hearing

There were no public speakers.

Chair Katherine Jordan inquired what is involved when a neighborhood or business district decides to move forward with a business improvement plan.

Ms. Beatty stated that a Business Improvement and Recruitment District has the option of either merchants or property owners entering into a fee structure, and that the Carytown fee would apply to marketing, promotions, trash pickup and landscaping.

Vice Chair Ann-Frances Lambert asked is there a fiscal impact, if the project is already implemented and what other parts of the city are participating. She also inquired if the consultant is a minority-owned company.

Ms. Beatty responded there is no fiscal impact to the city's operating budget and the consultant's pay is taken from American Rescue Plan Act (ARPA) funds, which began on June 1, and that the consultant is not a minority-owned business. She also stated it will be the first time the funds are being used with Carytown as a pilot, and that the hope is to replicate it in other corridors of the city.

Vice Chair Lambert stated there are other business corridors that are in need of funds.

Ms. Beatty replied that ARPA funds used by the consultant are for research and community engagement, and that ARPA funds would not be used in the future.

Chair Jordan inquired if the ARPA funds allocation is a part of a pre-existing commitment to Carytown.

Ms. Beatty responded there was no intention for the ARPA funds to go toward Carytown, and that the funds were identified and classified to be used for beautification.

Chair Jordan inquired why the resolution was referred to the Governmental Operations Standing Committee instead of the Finance and Economic Development Standing Committee.

Ms. Beatty replied the resolution is before the Governmental Operations Standing Committee because it is the first step of the intention to engage with a consultant with the hope of establishing a Business Improvement and Recruitment District. She also stated it is still a resolution and an intention, and that it is not ready to go before the Finance and Economic Development Committee.

Joyce Davis, Council Policy Analyst, provided additional background information regarding the proposed resolution.

Vice Chair Ann-Frances Lambert stated other members of Council may have questions or concerns in reference to the use of ARPA funds for the request. Vice Chair Lambert also stated she would like to keep the resolution in the Governmental Operations Standing Committee for additional review.

Amy Robins, 5th District Council Liaison, stated work has been in progress with the Carytown Merchants Association for a number of years and the association would like engagement to start before the fourth quarter as to not impact sales throughout the year. She also requested the resolution be referred to Council for consideration.

Chair Jordan inquired about the cost of the consultant.

Ms. Beatty replied that \$31,050 is the cost of the consultant.

Ms. Beatty stated ARPA funds are also being used for other beautification projects throughout the city in conjunction with the Department of Public Works.

There were no further comments or discussions and Vice Chair Ann-Frances Lambert moved to forward RES. 2024-R021 to Council with no recommendation, which was seconded and unanimously approved.

Board Vacancies

There were no board vacancies.

Discussion Item(s)

There were no discussion items.

Staff Report

Joyce Davis, Council Policy Analyst, provided the committee with the June Governmental Operations Standing Committee staff report. Ms. Davis informed the committee of the progress of certain boards and commissions assigned to the committee. Ms. Davis provided details of the inaugural Public Utilities and Services Commission meeting held on June 17, 2024, and stated that inaugural meetings are also planned for the Future of Workforce Commission and the Urban Forestry Commission.

A copy of the material provided has been filed.

[CD.2024.240](#) June Staff Report

Attachments: [Governmental Operations Staff Report June 2024](#)

Adjournment

There being no further business, the meeting adjourned at 1:37 p.m.