



City of Richmond

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

Minutes

Organizational Development Standing Committee

Monday, April 5, 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
The Honorable Katherine Jordan – Member
The Honorable Ann-Frances Lambert – Member
The Honorable Kristen Larson – Member
The Honorable Stephanie Lynch – Member (late arrival)
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 5:48 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 March 30, 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, March 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

Proposed Deed of Lease between City Central, LLC and the City of Richmond

Paul McClellan, Economic Development Programs Administrator provided the committee with a

presentation detailing a proposed lease agreement at 1410 Ingram Avenue for the relocation of the Department of Public Works (DPW). Mr. McClellan informed the committee that the proposed lease has a 10-year duration and is expected to commence August 1, 2021. Mr. McClellan also addressed specifics of the proposed lease, including site improvements required by the landlord.

Member Stephanie Lynch joined the meeting at 6:03 p.m.

Member Kristen Larson inquired about the impact on the upcoming fiscal year's budget, and she requested to be provided cost estimates for moving expenses. Member Larson stated she would prefer the city have a better understanding of current space availability on city property before agreeing to a lease.

Acting Chief Administrative Officer Lincoln Saunders stated the cost associated for the proposed lease agreement was included in the proposed Fiscal Year 2022 (FY22) budget and that no amendments or additional costs would be necessary.

Mr. McClellan informed the committee that current city space was reviewed, and no location was deemed a proper venue to address the space requirements of DPW.

Member Ann-Frances Lambert confirmed from Mr. McClellan that landlord improvements were on schedule to be completed prior to August 1, 2021.

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

Member Kristen Larson moved to forward the following reappointment application to Council with the recommendation to approve:

Board Name	Criteria for Appointment	Applicant Name
Audit committee (7 members)	Financial Services – Reside or Work in the City	Samuel Bemiss (reappointment)

City Auditor Lou Lassiter provided the committee with additional information regarding Audit Committee membership applicants.

The motion was seconded and unanimously approved.

Member Kristen Larson moved to continue consideration of the following appointment applications to the May 3, 2021 Organizational Development Standing Committee meeting:

Board Name	Criteria for Appointment	Applicant Name
Ethics Reform Commission (11 members)	Reside or Work in the City (4 vacancies)	Tomaree Porter
		Joaquin Ross
		Belita Strudwick
		Janet VanCuyk
		Lawrence West

The motion was seconded and unanimously approved.

Member Michael Jones moved to forward the following appointment applications to Council with the recommendation to approve:

Board Name	Criteria for Appointment	Applicant Name
Ethics Reform Commission (11 members)	Reside or Work in the City	Betty Burrell
		Linda Owen

The motion was seconded and approved: Ayes 8, Addison, Jordan, Lambert, Larson, Trammell, Jones, Robertson, Newbille. Noes None. Lynch was excused.

Member Ann-Frances Lambert moved to continue consideration of the following appointment applications to the May 3, 2021 Organizational Development Standing Committee meeting:

Board Name	Criteria for Appointment	Applicant Name
Human Rights Commission (13 members)	City Resident (1 vacancy)	Jonita James
		Rebecca Davidsson
		Jennifer Moon
		Shawn Soares
		Santa Rivera Sorenson
		Janet VanCuyk

The motion was seconded and unanimously approved.

Vice President Ellen Robertson moved to forward the following appointment application to Council with the recommendation to approve:

Board Name	Criteria for Appointment	Applicant Name
Maggie L. Walker Initiative Citizens Advisory Board (16 members)	City Resident	Gina Lyles

The motion was seconded and unanimously approved.

Member Kristen Larson moved to forward the following reappointment application to Council with the recommendation to approve:

Board Name	Criteria for Appointment	Applicant Name
PlanRVA (6 members and 1 alternate appointed by the city)	Alternate Member	Nolen Blackwood

The motion was seconded and unanimously approved.

A copy of the material provided has been filed.

Paper(s) for Consideration

There were no papers for consideration.

Discussion Items

Charter Review Process

Member Kristen Larson, Governmental Operations Standing Committee chair, stated that the Governmental Operations Standing Committee had recommended that a joint working group of City Council members, city administration and city staff collaborate on identifying potential revisions to

the Richmond City Charter, to be requested from the Virginia General Assembly. Member Larson informed members that the working group would work towards the goal of completing the revision review with enough time for the revisions to be requested at the 2022 Virginia General Assembly Session, and that if the working group must continue the review process beyond the required submission deadline, then the request would be made at the following General Assembly session. Member Larson also stated she would work to have a progress report presented to the Organizational Development Standing Committee at its July 6, 2021 meeting.

Acting Chief Administrative Officer Lincoln Saunders stated city administration was prepared to work with Council in an expedited review of the Richmond City Charter for potential revision requests.

It was the consensus of the committee to proceed with Member Larson's recommendations for the charter review process.

Proposed Accelerated Budget Schedule

Chair Cynthia Newbille informed members that it did not appear that Council had the ability to accelerate the budget review schedule, and she recommended that Council proceed with the previously established schedule.

It was the consensus of Council to forgo an accelerated schedule and to proceed with the previously established schedule.

Monument Disposition Process

Interim Council Chief of Staff Joyce Davis provided the committee with options available for Council regarding the disposition of recently removed monuments from city property. Ms. Davis informed members that Council could either decide to act on the disposition as the primary decision maker, or Council could defer to city administration in the review and final disposition recommendations of the removed monuments.

Interim City Attorney Haskell Brown provided additional information regarding the potential disposition process and informed the committee that no matter the method chosen, the adoption of a resolution by Council would be required to finalize any disposition of the monuments.

Member Ann-Frances Lambert stated she believed that deliberations regarding the disposition of monuments should take place at meetings of the Public Safety Standing Committee.

Vice Chair Ellen Robertson stated she believed it was appropriate to allow city administration to lead the review and selection of monument disposition.

Chair Cynthia Newbille confirmed it was the consensus of Council to collaborate with and defer the primary disposition review to city administration.

Interim City Attorney Brown informed the committee that even if city administration selected the final disposition of the monuments, it would be Council that provided final approval of any recommendations put forth by city administration.

Member Kristen Larson stated her concerns that Council may not be satisfied with any final recommendation offered by city administration, if Council is not included throughout the review process.

Council Policy Analyst Steve Taylor provided the committee with additional information regarding the process of obtaining and reviewing requests to receive final disposition of the monuments previously undertaken by the Office of the Council Chief of Staff.

Member Andreas Addison stated he would prefer that the review process and any discussion regarding the final disposition take place in an environment accessible by the public.

Acting Chief Administrative Officer Lincoln Saunders stated city administration had previously been in collaboration with Council staff regarding review of potential monument disposition. Mr. Saunders stated city administration was more comfortable with continuing the assistance of Council staff in the review process, and that he was concerned about city administration assuming responsibility of determining a final recommendation of disposition. Mr. Saunders requested that the final decision on the process be delayed until the Office of the City Attorney can determine if a final resolution to be approved by Council was still necessary.

Member Larson stated she agreed with Member Addison, that the public should be provided an opportunity to provide public input on the final disposition.

Chair Newbille requested that the Office of the City Attorney provide an update at the April 12, 2021 Informal Council meeting regarding the necessity of Council approving a final disposition through the adoption of a resolution.

A copy of the material provided has been filed.

Upcoming Renewal of Council Lobbyist Contract

Interim Council Chief of Staff Joyce Davis provided the committee an update regarding the current lobbyist contract with Advantus Strategies, and informed members that the contract was scheduled to end in September 2021, and that the contract allows for a one-year renewal for the following three years. Ms. Davis also provided information regarding the request for proposal process if Council decides to obtain offers from additional lobbyists.

Member Ann-Frances Lambert requested additional data regarding the success rate of legislative requests approved by the General Assembly of Virginia. Member Lambert suggested that Council look to limit the amount of legislative requests put forth by Council to better improve the success rate of requests.

Member Andreas Addison informed the committee that he believed the city lobbyist role should be expanded to include the lobbying of federal government requests.

Chair Cynthia Newbille concurred with member Addison that lobbying efforts at the federal level should be a priority for Council. Chair Newbille informed members that a decision on moving forward on a request for proposals would need to be concluded in April 2021.

Council Chief of Staff Update

Interim Council Chief of Staff Joyce Davis provided the committee with an update regarding the recruitment process for identifying and selecting a permanent City Attorney.

Member Kristen Larson stated her request that Council look to provide funding to the Office of the City Clerk for the position of a Boards and Commissions Administrator through the approval of a budget amendment for the proposed Fiscal Year 2022 Budget.

Member Katherine Jordan addressed the upcoming closure of the city's safety net shelter, and inquired if Council could look into the city's plan for addressing unhoused residents, including identifying potential funding sources to address the issue.

Acting Chief Administrative Officer Lincoln Saunders stated that city administration would provide Council with plans for addressing the issue raised by Member Jordan at the April 12, 2021 Informal Council meeting.

Member Stephanie Lynch reminded the committee of RES. 2020-R031, adopted May 11, 2020, which expressed Council's support for the adoption of the city's strategic plan to end homelessness, and she requested that Council be prepared to discuss the strategic plan at the April 12, 2021 Informal Council meeting.

Closed Session

At 8:01 p.m., Member Andreas Addison moved that the Organizational Development Standing Committee hold a closed meeting pursuant to subdivision (A)(39) of section 2.2-3711 of the Virginia Freedom of Information Act to discuss negotiating points prepared by City staff for negotiation with businesses that are considering locating a resort casino in the city of Richmond where competition or bargaining pursuant to the City's Request for Qualifications/Proposals is involved and where disclosure of such information would adversely affect the City's financial interest.

The motion was seconded and unanimously approved.

Member Andreas Addison motioned to exit closed session. The motion was seconded and unanimously approved.

Members reconvened in open session at 9:18 p.m.

CERTIFICATION OF CLOSED MEETING

April 5, 2021

WHEREAS, the Organizational Development Standing Committee has convened in closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the Organizational Development Standing Committee that such closed meeting was conducted in conformity with Virginia law:

NOW, THEREFORE,
BE IT RESOLVED:

That the Organizational Development Standing Committee hereby certifies that to the best of each member's knowledge (i) only public matters lawfully exempt from open meeting requirements by Virginia law were discussed in the closed meeting to which this certifying resolution applies; and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Organizational Development Standing Committee.

WITNESS the following vote of committee members, as recorded by Candice D. Reid, City Clerk:

CERTIFYING:

Cynthia I. Newbille, Chair
Ellen F. Robertson, Vice Chair
Andreas D. Addison
Katherine L. Jordan
Ann-Frances Lambert
Kristen N. Larson
Stephanie A. Lynch
Reva M. Trammell
Michael J. Jones

DECLINING TO CERTIFY:

Adjournment

There being no further business, the meeting adjourned at 9:22 p.m.