



# 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 Governmental Operations Standing Committee

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Wednesday, February 28, 2024

1:00 PM

Council Chamber, 2nd Floor - City Hall

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### Committee and Other Council Members in Attendance

The Honorable Katherine Jordan - Chair  
The Honorable Ann-Frances Lambert - Vice Chair

### Absent

The Honorable Stephanie Lynch - Member

### Staff and Others in Attendance

Laura Drewry, City Attorney  
LaTasha Holmes, Council Chief of Staff  
Tamiya Lunsford, Council Budget Analyst  
Kimberly Morris, Assistant City Clerk  
Pamela Nichols, Council Management Analyst  
Candice Reid, City Clerk  
Steven Taylor, Council Policy Analyst  
RJ Warren, Deputy City Clerk

### Call to Order

Chair Katherine Jordan called the meeting to order at 1:06 p.m., and presided.

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

Upon the Chair's request, Deputy 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

[CD.2024.039](#) January 24, 2024 - Governmental Operations Meeting Minutes

**Attachments:** [20240124 Gov Ops Mins - DRAFT](#)

There were no corrections or amendments to the meeting minutes of Wednesday, January 24, 2024, and the committee approved the minutes as presented.

## Presentation (s)

### Sustainable Design Standards Update

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

[CD.2024.063](#) Sustainable Design Standards Presentation

**Attachments:** [OOS\\_SDS Presentation\\_Gov Ops Feb2024](#)

Laura Thomas, Director of the Office of Sustainability, provided a presentation regarding sustainable design standards. Ms. Thomas also presented information regarding the Department of Public Works and the Office of Sustainability's defined scope of work, which will include sustainable design guidelines to be implemented by the city for all new construction and major renovation projects.

*Vice Chair Ann-Frances Lambert asked when will the city begin using the sustainable design guidelines.*

Ms. Thomas responded that after the final draft is completed and presented to Council for adoption, the intergration can move forward. Ms. Thomas stated it will be presented within calendar year 2024, and she will arrange to work with the Office of Budget and Strategic Planning to ensure standards are implemented and understood by all after the final draft is adopted.

*Chair Katherine Jordan asked about the impact of General Assembly HB 2001 on new community centers, and if new community centers in the city will be electric vehicle (EV) ready. Chair Jordan also requested an update related to the Fall Line Trail project.*

Ms. Thomas responded that she did not know the level of detail for the new community centers coming online, however she will find out and provide the committee with specific details. Ms. Thomas stated that the goal of the Fall Line Trail project is to ensure sustainability.

Nissa Richardson, Deputy Director of Capital Projects, Department of Parks and Recreation and Community Facilities, stated that Lucks Field and TB Smith Community Centers will be EV ready, and the Fall Line Trail project is still undergoing planning using sustainability design guidelines.

## Paper (s) for Consideration

**The following ordinance was considered:**

1. [ORD. 2024-025](#) To repeal ch.2, art. VII, div. 3 of the City Code (§§ 2-1336 - 2-1339), concerning webpages for development and capital improvements projects.

**Patrons:** Mayor Stoney

**Attachments:** [Ord. No. 2024-025 - Withdrawn 20240325](#)  
[ORD 2024-025 CIP Supporting Documentation January Gov Ops](#)

Continued to the March 27, 2024 Governmental Operations Standing Committee meeting

**There were no comments or discussion and Vice Chair Ann-Frances Lambert moved to continue ORD. 2024-025 to the March 27, 2024 Governmental and Operations Standing Committee meeting, which was seconded and unanimously approved.**

**The following ordinance was considered:**

2. [ORD. 2024-046](#) To amend and reordain City Code § 2-1146, concerning the Green City Commission, for the purpose of changing the name and modifying the composition, terms, responsibilities, and membership of the Commission.

**Patrons:** Ms. Jordan, Vice President Lambert and Ms. Lynch

**Attachments:** [Ord. No. 2024-046](#)

Forwarded to the March 11, 2024 Council meeting with recommendation to approval

Laura Thomas, Director of the Office of Sustainability, stated the office is requesting to change the name from the Green City Commission to the Sustainability and Resilience Commission. She stated they also are changing the requirements for membership.

*Vice Chair Ann-Frances Lambert requested to be added as a co-patron of Ord. 2024-046.*

**There were no further comments or discussions and Vice Chair Ann-Frances Lambert moved to forward ORD. 2024-046 to Council with the recommendation to approve, which was seconded and unanimously approved.**

**The following resolution was considered:**

3. [RES. 2023-R011](#) To request that the Chief Administrative Officer cause the Department of Parks, Recreation and Community Facilities to consult with the Office of the City Attorney concerning the development of a plan and the preparation of necessary documents to acquire, preferably by gift, the properties known as Evergreen Cemetery [and], East End Cemetery, and Forest View Cemetery and to present such a plan and documents to the Council.  
(As Amended)

**Patrons:** Ms. Newbille, Ms. Lambert and Vice President Nye

**Attachments:** [Res. No. 2023-R011 - Withdrawn 20240229](#)  
[20231010 Amendment of Res. No. 2023-R011](#)

**Continued to the March 27, 2024 Governmental Operations Standing  
Committee meeting**

Adam Hohl, Senior Policy Advisor to the Deputy Chief Administrative Officer of Operations, provided background information regarding the proposed ordinance, and stated the legislation may be withdrawn by the chief patron.

**There were no further comments or discussions and Vice Chair Ann-Frances Lambert moved to continue RES. 2023-R011 to the March 27, 2024 Governmental and Operations meeting, which was seconded and approved.**

**The following resolution was considered:**

4. [RES. 2024-R007](#) To amend the Rules of Procedure adopted by Res. No. 2021-R031, adopted Jun. 14, 2021, for the purpose of modifying certain rules and procedures.

**Patrons:** City Council

**Attachments:** [Res. No. 2024-R007](#)

**Forwarded to the March 11, 2024 Council meeting with recommendation to approval**

*Vice Chair Ann-Frances Lambert asked if there were any additional amendments to be proposed.*

City Attorney Laura Drewry clarified there were no additional requests.

*Vice Chair Lambert inquired if concerns regarding the elimination of the reading of introduced papers had been addressed.*

City Clerk Candice Reid stated her concerns were shared with the City Attorney, and that she was okay with the resolution moving forward.

**There were no further comments or discussions Vice Chair Ann-Frances Lambert moved to forward RES. 2024-R007 to Council with the recommendation to approve, which was seconded and unanimously approved.**

## Board Vacancies

Pamela Nichols, Council Management Analyst, reviewed board applications for consideration by the committee.

[CD.2024.058](#) February 28, 2024 - Governmental Operations Board Vacancy Report

**Attachments:** [20240228 Gov Ops Board Report](#)

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

**Vice Chair Ann-Frances Lambert moved to continue consideration of applications to the Clean City Commission to the April 24, 2024, Governmental Operations Standing Committee meeting, which was seconded and unanimously approved.**

**Vice Chair Ann-Frances Lambert moved to forward the following appointment applications to Council with a recommendation to approve:**

Urban Forestry Commission:

Whit Clements

Betsy Coffield

Mary Elfner

Janine Lester

Kendra Norrell

Carlin Tacey

**The motion was seconded and unanimously approved.**

## **Discussion Item(s)**

### **Charter Review Commission Next Steps**

*Chair Katherine Jordan stated at the time of the last meeting, the City Charter changes were still pending in the General Assembly, and that they have now been passed by for the year. Chair Jordan also stated in the interim, the committee will continue to work to engage the public on the items already in consensus.*

LaTasha Holmes, Council Chief of Staff, stated Joyce Davis, Council Policy Analyst, has been compiling documentation on reestablishing the commission and intends to bring that before the committee for approval.

*Chair Jordan stated more discussion to reestablish the commission will occur at the next Governmental Operations Standing Committee meeting.*

*Vice Chair Ann-Frances Lambert requested cannabis legislation be added as a discussion item for the next committee meeting.*

## **Staff Report**

None

## **Adjournment**

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