



# City of Richmond

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Richmond, VA 23219  
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## Meeting Minutes Governmental Operations Standing Committee

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Tuesday, January 17, 2023

1:00 p.m.

Council Executive Offices, 3rd Floor, Suite 305, Conference  
Room A - City Hall

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### Special Meeting

#### Committee Members and Others in Attendance

The Honorable Katherine Jordan – Chair  
The Honorable Ann-Frances Lambert – Vice Chair (late arrival)  
The Honorable Stephanie Lynch – Member  
Vice President Kristen Nye – Alternate Member

Joyce Davis, Council Policy Analyst  
LaTasha Holmes, Council Chief of Staff  
Susan McKenney, Assistant City Attorney  
Rachael Paul, Assistant City Clerk  
Candice Reid, City Clerk  
RJ Warren, Deputy City Clerk

#### Call to Order

Chair Katherine Jordan called the meeting to order at 1:08 p.m., and presided.

*Vice Chair Ann-Frances Lambert arrived at 1:11 p.m. and was seated.*

#### Statement of Purpose

*Chair Katherine Jordan welcomed the new members of the committee and stated the purpose of the meeting.*

#### Ongoing Work Items from the Previous Year

*Chair Katherine Jordan informed members that she will be attending the Charter Review Commission meeting on Thursday, January 19, 2023, at 6:00 p.m. Chair Jordan also informed that the committee had previously been working on better managing Council staff and building relationships with Council appointees.*

*Vice President Kristen Nye advised that she and President Michael Jones have met with all the appointees for an informal check-in and would continue to do so in the future.*

*Chair Jordan stated she would like to regain balance with boards and commissions and the standing committees to which they report.*

*Chair Jordan reminded the committee about the Virginia Commonwealth University Reimagining Study and stated she would like to make some of the recommended improvements. She advised that the Fiscal and Efficiency Review should continue to be worked on within the committee and the administration.*

*Member Stephanie Lynch stated her priorities aligned with Chair Jordan and Vice Chair Lambert's, but wanted to work on how the committee was going to address them as a committee. She also stated she would like an update on the remaining funds for the second phase of the efficiency study. Member Lynch added that she would like to address permitting and issues in human resources.*

Joyce Davis, Council Policy Analyst, informed the committee on how much money was left in the budget for part 2 of the fiscal and efficiency study, and when the remaining funds need to be used.

*Vice Chair Lambert made additional comments about topics she would like added to future agendas, including the legalization of marijuana and a Clean City Commission update.*

*Chair Jordan asked the committee about adding collective bargaining and the Civilian Review Board (CRB) as discussion items.*

*Vice President Nye informed the committee that collective bargaining should be discussed at Organizational Development or Finance and Economic Development Standing Committee meetings, and the CRB can be discussed at Governmental Operations and Public Safety Standing Committee meetings. She also informed the committee that the City Council and School Board joint meeting had been confirmed for January 26, 2023.*

*Vice President Nye stated that the Governmental Operations Standing Committee has not scheduled a Gas Works tour and that the committee should consider taking the tour. She also stated that accessory dwelling unit permitting would be discussed by the Land Use, Housing, and Transportation Standing Committee.*

Robert Steidel, Deputy Chief Administrative Officer of Operations, stated that Adam Hohl, Policy Advisor, had a list of priority items to be addressed by the committee.

Adam Hohl, Policy Advisor, advised he would share the list electronically after the meeting and wanted clarification on the format for submitting suggested topics for presentations or discussion items. He stated that city administration would participate in future pre-meetings as needed.

*Chair Jordan stated that she would like to have pre-meetings moving forward.*

Mr. Hohl went over certain topics from the list that were priorities for city administration. He advised that the committee will receive presentations from the Department of Public Utilities on combined sewer efforts, and general operations items for winter maintenance.

Candice Reid, City Clerk, stated that presentations should be submitted to the Office of the City Clerk three working days prior to the date of the meeting. Ms. Reid informed the committee that any presentation not submitted within the three working days was to be rescheduled to the next appropriate meeting date according to Council's rules. She advised she would consult with Chair Jordan if a presentation is received after the appropriate time.

*Chair Jordan requested that presentations be double-sided and printed in black and white, if color was not necessary, as well as four slides to a page if legible.*

Bobby Vincent, Department of Public Works Director, stated he was looking forward to working together in 2023, and thanked Adam Hohl for being the liaison on behalf of city administration to get tasks accomplished.

*Chair Jordan informed the committee that her priorities for the committee are becoming a green government, and how the city can better organize the inclement weather shelter.*

*Vice President Nye wanted to know the process of making changes to where each board and commission reports.*

Ms. Reid advised the committee that changes could be made through a resolution. She stated that she has a draft template proposing where each board and commission should report and that she would send that document to the committee.

Chair Jordan stated she would meet with Ms. Reid to go over the reassignment proposal. She also stated that she would review the list of priorities and pick three to start with for the first three months. Chair Jordan asked committee members to look at their schedules to determine if the time of committee meetings could be changed.

*Vice Chair Lambert suggested to the committee to only allow two presentations a meeting.*

Mr. Vincent expressed his gratitude to Joyce Davis for all of her hard work while she was Interim Council Chief of Staff and welcomed LaTesha Holmes, the new Council Chief of Staff.

*Chair Katherine Jordan concluded the meeting with thanking everyone that could participate.*

## **Adjournment**

*There being no further business, the meeting adjourned at 1:45 p.m.*