



# City of Richmond

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

## Meeting Minutes - Final Governmental Operations Standing Committee

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Wednesday, June 22, 2022

2:00 PM

Council Chamber, 2nd Floor - City Hall

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### Committee Members and Staff in Attendance

The Honorable Kristen Nye – Chair  
The Honorable Michael Jones – Member

Debra Bowles, Assistant City Clerk  
Haskell Brown, Interim City Attorney  
Joyce Davis, Interim Council Chief of Staff  
Candice Reid, City Clerk

### Absent

The Honorable Katherine Jordan – Vice Chair

### Call to Order

Chair Kristen Nye called the meeting to order at 2:14 p.m., and presided.

### Chamber Emergency Evacuation Announcement and Citizen Speaker Guidelines

Upon the Chair's request, Assistant City Clerk Debra Bowles 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 comments.

### Approval of Minutes

There were no corrections or amendments to the meeting minutes of Wednesday, May 25, 2022, and the committee approved the minutes as presented.

[CD.2022.240](#) May 25, 2022 Governmental Operations Standing Committee Meeting Minutes

**Attachments:** [20220525 Gov Ops Mins - DRAFT](#)

## Presentation(s)

There were no presentations.

## Paper(s) for Consideration

The following ordinances were considered:

[ORD. 2022-186](#) To amend and reordain City Code § 9-58, which assigns polling places in the city, to relocate the polling place for Precinct 215.

**Patrons:** Ms. Jordan

**Attachments:** [Ord. No. 2022-186](#)

[ORD. 2022-187](#) To amend and reordain City Code § 9-58, which assigns polling places in the city, to relocate the polling place for Precinct 410.

**Patrons:** Ms. Nye

**Attachments:** [Ord. No. 2022-187](#)

*Chair Kristen Nye introduced ORD. 2022-186 and ORD. 2022-187 stating that the polling place for Precinct 410 is being moved from the Elkhardt-Thompson Middle School to Huguenot High School due to the middle school being taken off-line. Ms. Nye also stated that the polling place for Precinct 215 is being moved from the Arthur Ashe Center to the Bon Secours Training Center due to the Arthur Ashe Center going off-line.*

**There were no further comments or discussions and Member Michael Jones moved to forward ORD. 2022-186 and ORD. 2022-187 to Council with the recommendation to approve, which was seconded and unanimously approved.**

The following ordinance was considered:

[ORD. 2022-188](#) To amend and reordain City Code § 9-2, which designates the location for the central absentee voter election district in the city, to relocate and establish a new polling place for the central absentee voter election district.

**Patrons:** Ms. Jordan

**Attachments:** [Ord. No. 2022-188](#)

Registrar Keith Balmer introduced ORD. 2022-188 stating that by law, absentee voting must be completed within 45 days prior to the November election. Mr. Balmer stated that the purpose of the proposed ordinance is to move the central voting location from the second floor to the first floor of 2134 West Laburnum Avenue, and citizens must be notified of this

change prior to September 8, 2022. Mr. Balmer also stated that moving the location to the first floor will make voting much easier for citizens to enter and exit the building.

*Member Michael Jones inquired on the early voting facility for Southside Richmond and asked if the days and hours will be the same as the central location. Mr. Jones stated that it is important that citizens south of the James River have the same opportunities as the citizens north of the James River. Mr. Jones also stated that it is not about the number of voters, but it is about having the same access as those that vote at the central location.*

Registrar Keith Balmer informed Member Michael Jones that the satellite location would remain at the Hickory Hill Community Center, and he would request from the Electoral Board that the satellite location have the same days and hours as the central voting location. Mr. Balmer stated further that the Electoral Board does make the final determination, and that he would inform committee members of the Electoral Board's decision.

*Chair Kristen Nye suggested that a letter be provided to the Electoral Board expressing Council's support of the Southside voting location having the same days and hours as the central voting location.*

*Member Michael Jones requested Interim Council Chief of Staff Joyce Davis to draft a letter to the Electoral Board for Council's review and informed her that the next meeting of the Electoral Board would be Tuesday, June 28th.*

**There were no further comments or discussions and Member Michael Jones moved to forward ORD. 2022-188 to Council with the recommendation to approve, which was seconded and unanimously approved.**

**The following ordinance was considered:**

[ORD. 2022-054](#) To amend and reordain City Code § 2-1105, concerning the Aging and Disabilities Advisory Board, for the purpose of modifying the membership composition of such Board [to specify that one member shall be a member at-large and one member shall be an employee of the City's Office of the Deputy Chief Administrative Officer for Human Services with program manager duties]. (As Amended)

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

**Attachments:** [Ord. No. 2022-054](#)  
[After Item - 20220622 ORD. 2022-054 Pending Amendments](#)  
[20220627 Amendment of Ord. No. 2022-054](#)

*Chair Kristen Nye stated that the patron, Vice President Ellen Robertson, has provided pending amendments to ORD. 2022-054 for the committee's consideration.*

*Member Michael Jones inquired on the selection method the Office of the City Clerk would use to meet the criteria of the membership for the Aging and Disabilities Advisory Board, and if the board has a quorum for meetings.*

Interim Council Chief of Staff Joyce Davis reviewed the pending amendments with the committee and stated there would not be difficulty in selecting board members.

City Clerk Candice Reid informed the committee that the Aging and Disabilities Advisory Board is an active board and meets on a regular basis with no quorum issues.

**There were no further comments or discussions and Member Michael Jones moved to forward ORD. 2022-054 to Council with the recommendation to approve with amendments, which was seconded and unanimously approved.**

*A copy of the pending amendments were filed.*

### **Board Vacancies**

There were no board vacancies for consideration.

### **Discussion Item(s)**

There were no discussion items.

### **Staff Report**

Interim Council Chief of Staff Joyce Davis provided and reviewed the staff report. Ms. Davis stated that future discussions of the committee will include a follow-up on noise control. Ms. Davis also stated that she had been involved with the recruitment efforts of the City Clerk's Office regarding the 2022 Charter Review Commission and she had been involved in the placement of Council members on the Virginia Municipal League policy committees. Ms. Davis stated further that Keith Balmer will be providing information at the June 27th Informal Council meeting regarding the next step for voter redistricting. Ms. Davis reported that Council will be receiving two reports, the operational study by Virginia Commonwealth University (VCU), and the fiscal and efficiency review study by The Robert Bobb's Group.

*A copy of the staff report has been filed.*

[CD.2022.247](#) June 22, 2022 Governmental Operations Standing Committee Staff Report

**Attachments:** [After Item - June 2022 Staff Report](#)

*Chair Kristen Nye requested the Interim Council Chief of Staff Joyce Davis to confirm a date that the Richmond Police Department (RPD) can return to discuss noise within the city. Ms. Nye also stated that the applicants for the 2022 Charter Review Commission would be reviewed at the July 27th committee meeting.*

*Member Michael Jones stated that a new paper on Civilian Review Board is forthcoming.*

Deputy Chief Administrative Officer for Operations Bob Steidel stated that the ordinance regarding sound within the city would be introduced at the June 27th Council meeting, and that the Department of Utilities presentation regarding stormwater and gas rates would be presented at the July 27th Governmental Operations Standing Committee meeting.

**Adjournment**

There being no further business, the meeting adjourned at 3:02 p.m.