



# City of Richmond

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

## Special Meeting Minutes

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Wednesday, August 17, 2022

3:00 PM

Council Chamber, 2nd Floor - City Hall

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### Special Meeting

#### Councilmembers Present

The Honorable Cynthia Newbille, President  
The Honorable Andreas Addison  
The Honorable Michael Jones (early departure)  
The Honorable Katherine Jordan  
The Honorable Ann-Frances Lambert  
The Honorable Stephanie Lynch  
The Honorable Kristen Nye  
The Honorable Reva Trammell (early departure)

#### Absent

The Honorable Ellen Robertson, Vice President

#### Call to Order

Council President Cynthia Newbille called the meeting to order at 3:08 p.m., and presided.

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

Upon the President's request, Deputy City 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.

#### Motion to Amend the Agenda

President Cynthia Newbille stated that the meeting agenda needed to be modified to clarify that the closed meeting discussion regarding the listed economic development matter was also exempted from disclosure pursuant to section 2.2-3711(A)(3) and (A)(29) of the Code of Virginia, as well as 2.2-3711(A)(39) of the Code of Virginia. President Newbille solicited from members present a motion to amend the agenda as stated.

**Councilor Michael Jones moved to amend the agenda as discussed. The motion was seconded and approved: Ayes 8, Addison, Jordan, Lambert, Nye, Lynch, Trammell, Jones, Newbille. Noes None.**

## Introduction of Legislation

[CD.2022.292](#) August 17, 2022 Introduction Papers List

**City Council will hold a public hearing on the following ordinances on Monday, September 12, 2022, at 6:00 p.m.:**

1. [ORD. 2022-243](#) To amend Ord. No. 2022-104, adopted April 25, 2022, which authorized the Chief Administrative Officer to issue grants, loans, or a combination thereof from the City's 1st Tranche of American Rescue Plan Act of 2021 funds to certain entities in designated amounts and authorized the Chief Administrative Officer, for and on behalf of the City, to execute all necessary documents to affect such issuance for the purpose of financing the construction and preservation of single-family and multifamily dwellings, to provide for a revised list of entities eligible for the issuance of such grants, loans, or a combination thereof.

**Patrons:** Stoney

**This ordinance was introduced and committee referral waived pursuant to Rule VI(B)(2).**

2. [ORD. 2022-244](#) To authorize the Chief Administrative Officer, for and on behalf of the City of Richmond, to execute a Vehicle Lease Agreement between the City of Richmond, as lessor, and the Richmond Ambulance Authority, as lessee, for the purpose of leasing to the Richmond Ambulance Authority certain ambulances owned by the City.

**Patrons:** Stoney

**This ordinance was introduced and committee referral waived pursuant to Rule VI(B)(2).**

**City Council will hold a public hearing on the following ordinances on Monday, September 26, 2022, at 6:00 p.m.:**

3. [ORD. 2022-245](#) To amend and reordain City Code §§ 30-451.1, concerning the intent of the RP Research Park District, 30-451.2, concerning principal and accessory uses, 30-451.5, concerning yard requirements, 30-451.6, concerning screening requirements, 30-451.7, concerning requirements for areas devoted to parking or circulation of vehicles, 30-451.8, concerning height limits, 30-522, concerning sign regulations for the RP Research Park District, 30-630.1, concerning required yards on lots having more than one street frontage, 30-698.2, concerning emergency, transitional, and permanent supportive housing regulations, and 30-710.2:1, concerning special off-street parking requirements in the RP Research Park District; and to amend ch. 30, art. IV, div. 27.1 of the City Code by adding therein new §§ 30-451.2:1, 30-451.7:1, and 30-451.9.

**Patrons:** Stoney

This ordinance was introduced and referred to the Planning Commission meeting on Monday, September 19, 2022, at 1:30 p.m.

4. [ORD. 2022-246](#) To rezone certain properties in the area generally north of East Broad Street, south and west of Interstates 64 and 95, and east of North 3rd Street from the CM Coliseum Mall District, B-4 Central Business District, and RO-3 Residential-Office District to the RP Research Park District, and to designate certain street blocks as “priority streets” and certain street blocks as “street-oriented commercial streets” along and near East Broad Street.

**Patrons:** Stoney

This ordinance was introduced and referred to the Planning Commission meeting on Monday, September 19, 2022, at 1:30 p.m.

### Motion to Expedite Consideration

**Councilor Katherine Jordan moved to expedite consideration of the following resolution, which was seconded and approved: Ayes 8, Addison, Jordan, Lambert, Nye, Lynch, Trammell, Jones, Newbille. Noes None.**

1. [RES. 2022-R053](#) To authorize the Chief Administrative Officer to submit an application to the Virginia Department of Housing and Community Development Industrial Revitalization Fund on behalf of Urban Hope, Inc., for a grant of \$896,263 for the purpose of the rehabilitation and adaptive reuse of approximately 3,372 square feet of a facility formerly used for religious worship, including residential units and commercial, office, and meeting space, as part of an approximately \$1,542,263 restoration of the property located at 2300 Fairmount Avenue.

**Patrons:** Stoney

Sherrill Hampton, Department of Housing and Community Development Director, provided an introduction and additional background information regarding the proposed resolution.

### Public Hearing

Sarah Hale, Urban Hope Executive Director, spoke in support of RES. 2022-R053, and provided information regarding the impact that RES. 2022-R053 would have on the services that Urban Hope provides to citizens in the city's East End.

*Councilwoman Reva Trammell requested additional information regarding the proposed resolution and inquired why expedited consideration was necessary.*

Ms. Hampton provided information regarding the history of the property referenced in RES. 2022-R053, and stated that Urban Hope, and not the city, owned the property. Ms. Hampton also stated that a required application submission deadline imposed by the Commonwealth of Virginia was the reason for the requested expedited consideration. Ms. Hampton also stated that the city had established a policy for greater outreach with other nonprofits in the city when future partnership opportunities become available.

*Councilor Michael Jones stated his concerns that the resolution was not referred to a Council standing committee for additional review. Councilor Jones also stated that the committee review would better inform the public of nonprofit grant opportunities available.*

Chief Administrative Officer Lincoln Saunders provided Council with additional information regarding the grant process involved with receiving funds from the Commonwealth of Virginia for the city's nonprofit partners.

*President Cynthia Newbille stated that the city would work to ensure that the public is informed of such nonprofit grant opportunities addressed in RES. 2022-R053.*

**There were no further comments or discussions and RES. 2022-R053 was adopted: Ayes 8, Addison, Jordan, Lambert, Nye, Lynch, Trammell, Jones, Newbille. Noes None.**

## Closed Session

At 3:41 p.m., Councilor Ann-Frances Lambert move that the City Council go into a closed meeting pursuant to (i) section 2.2-3711(A)(1) of the Virginia Freedom of Information Act to discuss the salaries of the Council Chief of Staff and certain Council liaisons and (ii) section 2.2-3711(A)(3), (A)(29), and (A)(39) of the Virginia Freedom of Information Act to discuss the disposition of publicly held real property, where disclosure would adversely affect the bargaining position or negotiating strategy of the City, to discuss the terms or scope of a contract involving the expenditure of public funds for the development of the Diamond District, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the City, and to discuss memoranda, working papers, or other information related to businesses that are considering expanding in Virginia, prepared by the City concerning the development of the Diamond District, where competition or bargaining is involved and where disclosure of such information would adversely affect the financial interest of the public body.

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

*Councilor Michael Jones left the meeting at 4:37 p.m.*

Councilor Andreas Addison motioned to exit closed session. The motion was seconded and approved: Ayes 5, Addison, Lambert, Nye, Trammell, Newbille. Noes None. Jordan and Lynch were excused.

Councilors reconvened in open session at 4:45 p.m.

## CERTIFICATION OF CLOSED MEETING

August 17, 2022

WHEREAS, the Council 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 Council that such closed meeting was conducted in conformity with Virginia law:

NOW, THEREFORE,  
BE IT RESOLVED:

That the Council 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 Council.

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

## CERTIFYING:

Cynthia I. Newbille, President  
Andreas D. Addison  
Katherine I. Jordan (excused)  
Ann-Frances Lambert  
Stephanie A. Lynch (excused)  
Kristen Nye

## DECLINING TO CERTIFY:

Reva M. Trammell

*President Cynthia Newbille stated that an additional closed session would be necessary at the September 6, 2022 Organizational Development Standing Committee meeting to address additional matters.*

*Councilor Stephanie Lynch returned and was seated at 4:47 p.m.*

*Councilor Katherine Jordan returned and was seated at 4:49 p.m.*

*Councilor Stephanie Lynch requested that members still address the discussion items listed on the meeting's agenda.*

**Discussion Items**

[CD.2022.293](#) Discussion Item Handouts

**1. Executive Appointee Performance Evaluations**

Interim Council Chief of Staff Joyce Davis provided Council with information regarding Council's evaluations of Council executive appointee performance. Ms. Davis addressed possible changes to the evaluation process and provided a copy of a draft evaluation form.

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

*Councilwoman Reva Trammell left the meeting at 5:01 p.m.*

*President Cynthia Newbille confirmed that the Governmental Operations Standing Committee would review finalization of the process of evaluating executive appointees.*

*Councilor Ann-Frances Lambert requested additional information and clarification regarding Council staff salary compensation.*

Ms. Davis provided information regarding salary ranges for Council liaisons. Ms. Davis also stated that additional conversations regarding Council staff compensation would occur at Council's next closed session.

## **2. Proposed Council Retreats and City Administration Annual Joint Strategy Session**

Interim Council Chief of Staff Joyce Davis provided Council with information regarding proposed joint strategy work sessions with city administration. Ms. Davis also provided a handout that listed proposed dates and agenda items for the joint strategy session.

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

*Councilor Ann-Frances Lambert requested that the joint strategy session address the results of the Fiscal and Efficiency Study conducted by the Robert Bobb Group, LLC, and the city's legislative priorities for the upcoming 2023 Virginia General Assembly Session.*

*Councilor Stephanie Lynch suggested that certain Councilmembers be designated with helping plan upcoming retreats of Council and the joint strategy session with city administration.*

*Councilor Andreas Addison requested that Council schedule quarterly meetings to specifically address progress made regarding the recommendations of the Fiscal and Efficiency Study conducted by the Robert Bobb Group, LLC.*

Chief Administrative Officer Lincoln Saunders stated that city administration looked forward to the joint strategy session. Mr. Saunders requested that Council provide city administration with specific requests and goals for the upcoming session and retreat, so that city administration could plan accordingly to ensure that requested information and potential consultants would be provided.

## **Adjournment**

There being no further business before the Council, the meeting adjourned at 5:30 p.m.

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CITY CLERK