



# City of Richmond

## Informal Meeting Minutes

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

Monday, January 24, 2022

4:00 PM

Council Chamber, 2nd Floor - City Hall  
Virtual Meeting

### **Councilmembers Present**

The Honorable Cynthia Newbille, President  
The Honorable Ellen Robertson, Vice President  
The Honorable Andreas Addison  
The Honorable Michael Jones  
The Honorable Katherine Jordan  
The Honorable Ann-Frances Lambert (late arrival)  
The Honorable Kristen Nye  
The Honorable Stephanie Lynch (late arrival)  
The Honorable Reva Trammell

### **Staff Present**

Lisa Braxton, Council Management Analyst  
Haskell Brown, Interim City Attorney  
Joyce Davis, Interim Council Chief of Staff  
Candice Reid, City Clerk  
Tabrica Rentz, Acting Deputy City Attorney  
RJ Warren, Deputy City Clerk

Council President Cynthia Newbille called the meeting to order at 4:04 p.m. and presided.

### **ELECTRONIC MEETING ANNOUNCEMENT**

Council Management Analyst Lisa Braxton, pursuant to and in compliance with the current ongoing declaration of a local emergency concerning the COVID-19 pandemic confirmed by Resolution No. 2020-R025, adopted March 16, 2020, and as permitted by section 2.2-3708.2(A)(3) of the Virginia Freedom of Information Act, announced the meeting would be held through electronic communication means, and stated that notice of the meeting was provided to the public through a public information email issued on January 14, 2022, and through Legistar on the city website in accordance with usual practice. She also stated there would be no opportunities for public comment and no public hearings during the meeting.

### **Docket Review**

Council Management Analyst Lisa Braxton reviewed the following agenda items as indicated:

#### **Consent Agenda:**

1. Ord. 2021-328 – retained on the Consent Agenda
2. Ord. 2021-356 – retained on the Consent Agenda
3. Ord. 2021-357 – retained on the Consent Agenda
4. Ord. 2021-358 – to be continued to Monday, February 14, 2022

5. Ord. 2021-359 – to be continued to Monday, February 14, 2022
6. Ord. 2021-360 – to be continued to Monday, February 14, 2022
7. Ord. 2021-361 – to be continued to Monday, February 14, 2022
8. Ord. 2021-362 – to be continued to Monday, February 14, 2022
9. Ord. 2021-363 – to be continued to Monday, February 14, 2022
10. Ord. 2021-364 – to be continued to Monday, February 14, 2022
11. Ord. 2021-365 – to be continued to Monday, February 14, 2022
12. Ord. 2021-366 – to be continued to Monday, February 14, 2022
13. Ord. 2021-367 – to be continued to Monday, February 14, 2022
14. Ord. 2021-368 – to be continued to Monday, February 14, 2022
15. Ord. 2021-369 – to be continued to Monday, February 28, 2022
16. Ord. 2021-370 – retained on the Consent Agenda
17. Ord. 2022-002 – retained on the Consent Agenda
18. Ord. 2022-003 – retained on the Consent Agenda
19. Ord. 2022-004 – retained on the Consent Agenda
20. Ord. 2022-005 – retained on the Consent Agenda
21. Ord. 2022-006 – retained on the Consent Agenda
22. Ord. 2022-007 – retained on the Consent Agenda
23. Ord. 2022-008 – retained on the Consent Agenda
24. Ord. 2022-009 – retained on the Consent Agenda
25. Ord. 2022-010 – retained on the Consent Agenda
26. Ord. 2022-011 – retained on the Consent Agenda
27. Ord. 2022-012 – retained on the Consent Agenda
28. Ord. 2022-013 – to be continued to Monday, February 28, 2022
29. Res. 2021-R082 – retained on the Consent Agenda
30. Res. 2021-R086 – to be continued to Monday, February 28, 2022
31. Res. 2021-R090 – to be continued to Monday, February 28, 2022

*Councilor Ann-Frances Lambert joined the meeting at 4:09 p.m.*

32. Res. 2021-R091 – retained on the Consent Agenda
33. Res. 2021-R092 – to be continued to Monday, March 28, 2022
34. Res. 2022-R004 – to be continued to Monday, February 28, 2022

Regular Agenda:

35. Ord. 2021-189 – to be continued to Monday, February 28, 2022
36. Ord. 2021-308 – to be continued to Monday, February 14, 2022; referred to the February 10, 2022 Education and Human Services Standing Committee for recommendation
37. Ord. 2021-347 – to be continued to Monday, February 14, 2022; referred back to the January 26, 2022 Governmental Operations Standing Committee for recommendation

Councilor Kristen Nye, on behalf of the Governmental Operations Standing Committee, inquired regarding the timeline related to Ord. 2021-347 and requested certain standing committee recommendations associated with the city charter be expedited for inclusion in the city's legislation proposal for consideration at the 2023 General Assembly session.

Councilor Andreas Addison expressed his support of Ord. 2021-347 and agreed with Councilor Nye regarding an expedited approach to accessing amendments to the city charter.

Vice President Ellen Robertson provided an introduction of Ord. 2021-347 and requested Council move forward with consideration of the proposed legislation later that evening at the Formal Session of Council.

President Cynthia Newbille also provided an introduction of Ord. 2021-347, stressing the importance of a comprehensive review of the city charter given the change in the city's form of government.

Councilor Nye voiced her support of Ord. 2021-347; however, she stated the standing committee recommendations are technical and administrative, and would not require the review by a city charter commission. Ms. Nye questioned the delay to request minor amendments to the city charter.

Councilor Ann-Frances Lambert inquired regarding the composition of the proposed city charter commission.

Interim Council Chief of Staff Joyce Davis clarified the timeline involving Ord. 2021-347 and informed Council of the proposed city charter review commission's targeted reporting date of June 30, 2023, and the forwarding of requested city charter changes to the 2024 General Assembly session.

After further discussion, it was the consensus of Council to continue Ord. 2021-347 and forward the proposed legislation back to the Governmental Operations Standing Committee for additional discussion and recommendation to amend.

Councilwoman Reva Trammell informed her colleagues of inquiries from residents regarding Ord. 2021-308 and asked that the proposed legislation be continued to allow an opportunity for additional community engagement.

*Councilor Stephanie Lynch joined the meeting at 4:34 p.m.*

Vice President Robertson suggested Ord. 2021-308 be forwarded to a standing committee for additional review.

After discussion regarding civic engagement, and population and/or economic growth, it was the consensus of Council to continue Ord. 2021-308 and forward the proposed legislation to the Education and Human Services Standing Committee for recommendation.

Chief Administrative Officer Lincoln Saunders introduced Ord. 2022-007.

- 38. Ord. 2022-014 – retained on the Regular Agenda
- 39. Ord. 2022-015 – retained on the Regular Agenda
- 40. Res. 2021-R088 – moved to the Consent Agenda

Upon Councilor Kristen Nye's request, it was the consensus of Council to move Res. 2021-R088 to the Consent Agenda.

Councilor Ann-Frances Lambert requested to be a co-patron of Ords. 2022-004, 2022-005, 2022-009 and 2022-010, and Res. 2021-R082 and 2021-R091.

Lynne Lancaster, Public Works deputy director, introduced Ord. 2021-370.

- 41. Res. 2022-R002 – retained on the Regular Agenda
- 42. Res. 2021-R003 – retained on the Regular Agenda

There were no further comments or discussions concerning Consent and Regular Agenda items reviewed.

### **Establishment of a Civilian Review Board (CRB) – Next Steps**

Interim Council Chief of Staff Joyce Davis briefed Council on next steps for establishing a civilian review board and communicated city administration's desire to present a report in the month of February.

### **FY 2023-27 Revenue and Expenditure Plan**

Jason May, Budget and Strategic Planning director, presented Council, as required by City Code Section 12-15.1, with a five-year forecast of the city's estimated revenues and expenditures, which highlighted growth in revenue in local taxes for real estate and underlined expenditure assumptions for certain personnel and operating costs. A copy of the presentation has been filed.

Councilor Stephanie Lynch inquired regarding an analysis of the city's potential exposure due to increased healthcare costs, an enhanced compensation plan and the recommended adoption of a collective bargaining policy.

Councilor Ann-Frances Lambert inquired concerning the possible impact of an increased federal interest rate.

### **Review of FY 2023 Budget Schedule**

Bill Echelberger, Council budget analyst, reviewed the proposed Fiscal Year 2023 Budget Establishment Meetings schedule and advised Council of highlighted administrative processing notes and deadlines. A copy of the schedule provided has been filed.

Councilor Kristen Nye requested a revision to the schedule for the month of April due to impending obligations. Ms. Nye also requested certain budget work sessions be held in person.

Councilor Katherine Jordan proposed a longer time allotment for certain budget work sessions.

Councilor Stephanie Lynch proposed allowing council liaisons to speak on behalf of their respective councilor during budget work sessions in their absence.

Vice President Ellen Robertson suggested, instead, written communication be forwarded to councilors regarding an absent member's position on proposed budget items.

### **Review of FY 2021 Annual Comprehensive Financial Report (ACFR)**

Sheila White, Finance director, formally reviewed the Fiscal Year 2021 ACFR and acknowledged the outstanding contribution of key staff members from departments across the city, especially the Department of Finance, responsible for the compilation of the report. Ms. White introduced the city's external audit partner, CliftonLarsonAllen (CLA), LLP's Greg Bussink, who provided a presentation regarding an overview of the ACFR, CLA's audit approach and results, technical update and new standards, and required governance communications. Mr. Bussink reported that the city received an unmodified (clean) opinion of its FY 2021 finances. A copy of the presentation has been filed.

### **Other Discussion**

Chief Administrative Officer Lincoln Saunders requested Council scheduled special meetings on January 26, 2022 and February 2, 2022 for the introduction and consideration of legislation providing for the payment of one-time bonuses to certain eligible city employees in their February 4<sup>th</sup> payroll check.

### **Adjournment**

There being no further business, the meeting adjourned at 5:59 p.m.

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CITY CLERK