



# City of Richmond

900 East Broad Street  
Richmond, VA 23219  
[www.rva.gov/office-city-clerk](http://www.rva.gov/office-city-clerk)

## Informal Meeting Minutes

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Monday, December 12, 2022

4:00 PM

Council Chamber, 2nd Floor - City Hall

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### Councilmembers Present

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

### Staff Present

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

### Call to Order

Council President Cynthia Newbille called the meeting to order at 4:06 p.m. and presided.

### Chamber Emergency Evacuation Announcement

Upon the President's request, Council Management Analyst Lisa Braxton provided information on the appropriate manner in which the Council Chamber is to be evacuated in the event of an emergency.

### Docket Review

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

Consent Agenda:

1. Ord. 2022-205 – to be continued to Monday, January 9, 2023
2. Ord. 2022-232 – moved to Regular Agenda

3. Ord. 2022-268 – to be continued to Monday, January 23, 2023
4. Ord. 2022-295 – retained on the Consent Agenda
5. Ord. 2022-299 – to be amended and continued to Monday, January 9, 2023
6. Ord. 2022-306 – retained on the Consent Agenda
7. Ord. 2022-307 – retained on the Consent Agenda
8. Ord. 2022-308 – retained on the Consent Agenda
9. Ord. 2022-309 – retained on the Consent Agenda
10. Ord. 2022-310 – to be amended and continued to Monday, January 9, 2023
11. Ord. 2022-311 – retained on the Consent Agenda
12. Ord. 2022-312 – retained on the Consent Agenda
13. Ord. 2022-313 – retained on the Consent Agenda
14. Ord. 2022-314 – retained on the Consent Agenda
15. Ord. 2022-315 – retained on the Consent Agenda
16. Ord. 2022-316 – retained on the Consent Agenda
17. Ord. 2022-317 – retained on the Consent Agenda
18. Ord. 2022-318 – retained on the Consent Agenda
19. Ord. 2022-319 – retained on the Consent Agenda
20. Ord. 2022-320 – retained on the Consent Agenda
21. Ord. 2022-321 – retained on the Consent Agenda
22. Ord. 2022-322 – retained on the Consent Agenda
23. Ord. 2022-323 – retained on the Consent Agenda
24. Ord. 2022-324 – retained on the Consent Agenda

*Councilor Kristen Nye arrived at 4:11 p.m. and was seated.*

25. Ord. 2022-325 – to be amended and continued to Monday, January 9, 2023

Councilor Michael Jones requested to be added as a co-patron of Ord. 2022-325.

26. Ord. 2022-326 – retained on the Consent Agenda

27. Ord. 2022-327 – retained on the Consent Agenda

28. Ord. 2022-328 – retained on the Consent Agenda

29. Ord. 2022-329 – retained on the Consent Agenda

30. Ord. 2022-330 – retained on the Consent Agenda

31. Ord. 2022-331 – retained on the Consent Agenda

32. Ord. 2022-332 – retained on the Consent Agenda

33. Ord. 2022-333 – to be amended and continued to Monday, January 9, 2023; referred to the January 3, 2023 Planning Commission meeting

34. Ord. 2022-334 – retained on the Consent Agenda

35. Ord. 2022-335 – retained on the Consent Agenda

36. Ord. 2022-336 – retained on the Consent Agenda

37. Ord. 2022-337 – retained on the Consent Agenda

38. Ord. 2022-338 – retained on the Consent Agenda

39. Ord. 2022-339 – retained on the Consent Agenda

40. Ord. 2022-340 – retained on the Consent Agenda

41. Ord. 2022-341 – retained on the Consent Agenda

42. Ord. 2022-342 – retained on the Consent Agenda

43. Ord. 2022-343 – retained on the Consent Agenda

Kevin Vonck, Planning and Development Review director, provided an introduction and answered questions regarding Ords. 2022-341 and 2022-342.

Councilwoman Reva Trammell requested Ord. 2022-342 be continued to allow an opportunity for community engagement, after informing Council of citizen opposition and claims of public notification issues.

*Councilor Andreas Addison arrived at 4:18 p.m. and was seated.*

It was the consensus of Council to continue Ord. 2022-342 to the February 13, 2023 Council meeting.

*Councilor Ann-Frances Lambert arrived at 4:21 p.m. and was seated.*

44. Ord. 2022-344 – retained on the Consent Agenda

45. Ord. 2022-345 – retained on the Consent Agenda

46. Ord. 2022-350 – retained on the Consent Agenda

47. Res. 2022-R072 – retained on the Consent Agenda

48. Res. 2022-R074 – retained on the Consent Agenda

Regular Agenda:

49. Ord. 2021-097 – to be continued to Monday, January 23, 2023

50. Ord. 2022-303 – retained on the Regular Agenda

51. Ord. 2022-304 – retained on the Regular Agenda

52. Ord. 2022-305 – retained on the Regular Agenda

Chief Administrative Officer Lincoln Saunders was available to answer questions pertaining to Ords. 2022-303, 2022-304 and 2022-305.

Councilor Kristen Nye inquired regarding a final fund balance report for fiscal year 2022.

Chief Administrative Officer Saunders stated that the completion of the 2022 Annual Comprehensive Financial Report (ACFR) is currently underway, and Council will receive an update once the external auditor has reviewed the final draft.

*Vice President Ellen Robertson arrived at 4:28 p.m. and was seated.*

53. Ord. 2022-349 – retained on the Regular Agenda

54. Res. 2021-R026 – to be amended and continued to Monday, January 23, 2023

55. Res. 2022-R073 – retained on the Regular Agenda

Vice President Ellen Robertson and Councilor Ann-Frances Lambert provided an introduction of Res. 2022-R073.

Kevin Vonck, Planning and Development Review director, was available to answer questions regarding Res. 2022-R073.

Councilor Kristen Nye inquired regarding the anticipated goal of Res. 2022-R073 with its proposed adoption.

Councilwoman Reva Trammell explained that she was contending with citizen inquiries regarding Res. 2022-R073 and shared their plan to attend the Formal Session of Council later that evening in opposition to its adoption.

President Cynthia Newbille, clarifying the intent of Res. 2022-R073, stated that the proposed legislation would initiate conversations surrounding the proper classification and zoning of convenience stores.

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

*Councilwoman Reva Trammell departed the meeting at 4:53 p.m.*

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

##### **Office of Community Wealth Building (OCWB) 2022 Mid-year Performance Report**

Caprichia Smith Spellman, OCWB director, provided the 2022 mid-year performance report for the Office of Community Wealth Building, which included an executive summary, the city's poverty profile, narratives of success stories, poverty reduction strategies and future initiatives. A copy of the report provided has been filed.

[CD.2022.380](#) OCWB 2022 Mid-Year Report: Journey With Us Presentation

Members of Council thanked Ms. Smith Spellman, OCWB staff and ambassadors for their hard work.

Councilor Michael Jones requested the status of the southside OCWB satellite office and voiced his concern regarding public transportation to the current site. Mr. Jones suggested a partnership with the Greater Richmond Transit Company to resolve the matter.

Ms. Smith Spellman stated that she will share additional program analyses with members of Council.

##### **Neighborhood Traffic Management Program (NTMP)**

M. Khara, Public Works deputy director and city engineer, and Michael Sawyer, Public Works city transportation engineer, provided a presentation regarding the city's neighborhood traffic management program, which included NTMP goals, program background and changes, planning and prioritization processes, strategies, and budget and implementation schedule. A copy of the presentation provided has been filed.

[CD.2022.406](#) Neighborhood Traffic Management Program Presentation

*Councilwoman Reva Trammell re-entered the meeting at 5:34 p.m.*

*Councilor Kristen Nye departed the meeting at 5:39 p.m.*

Councilwoman Reva Trammell informed city administration of the need for traffic calming measurements along Walmsley Boulevard.

Mr. Khara and Mr. Sawyer answered questions concerning the use of speed tables as a traffic calming measure.

Chief Administrative Officer Lincoln Saunders was available to address questions regarding budgetary priorities surrounding the implementation of certain traffic calming measures.

*Councilor Andreas Addison departed the meeting at 5:50 p.m.*

### **Capital Improvement Plan GIS Dashboard**

Due to time constraints, the capital improvement plan GIS dashboard presentation was postponed to a future meeting.

*Councilor Stephanie Lynch departed the meeting at 5:53 p.m.*

### **Closed Session**

At 5:54 p.m., Councilor Katherine Jordan moved that the City Council go into a closed meeting pursuant to subdivision (A)(1) of section 2.2-3711 of the Virginia Freedom of Information Act to discuss and consider a performance salary bonus for the Interim Council Chief of Staff.

The motion was seconded and approved: Ayes 6, Jordan, Lambert, Trammell, Jones, Robertson, Newbille. Noes None. Addison, Nye and Lynch were excused.

*Councilor Katherine Jordan departed the meeting at 6:00 p.m.*

Vice President Ellen Robertson motioned to exit closed session. The motion was seconded and approved: Ayes 7, Addison, Lambert, Nye, Lynch, Trammell, Robertson, Newbille. Noes None. Jones was excused.

Councilors reconvened in open session at 6:01 p.m.

CERTIFICATION OF CLOSED MEETING  
December 12, 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  
Ellen F. Robertson, Vice President  
Andreas D. Addison  
Katherine Jordan  
Ann-Frances Lambert  
Kristen Nye  
Stephanie A. Lynch  
Reva M. Trammell  
Michael J. Jones

**DECLINING TO CERTIFY:**

**Other Discussion**

Vice President Ellen Robertson moved that the Council (1) authorize a salary increase of ten percent for the City Assessor, the City Attorney, the City Auditor, the City Clerk, and the Inspector General, (2) authorize a bonus of \$8,774.00 for the Interim Council Chief of Staff, and (3) direct the appropriate Council Chief of Staff personnel to perform all actions necessary to complete these salary increases and this bonus.

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

**Adjournment**

There being no further business, the meeting adjourned at 6:04 p.m.

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CITY CLERK