



# City of Richmond

900 East Broad Street  
Richmond, VA 23219  
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## Meeting Minutes Organizational Development Standing Committee

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Monday, April 3, 2023

4:00 PM

Council Chamber, 2nd Floor - City Hall

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### Members Present

The Honorable Michael Jones – Chair  
The Honorable Kristen Nye – Vice Chair  
The Honorable Ann-Frances Lambert – Member  
The Honorable Stephanie Lynch – Member  
The Honorable Ellen Robertson – Member (late arrival)  
The Honorable Cynthia Newbille – Member  
The Honorable Reva Trammell – Member

### Absent

The Honorable Andreas Addison – Member  
The Honorable Katherine Jordan – Member  
The Honorable Stephanie Lynch – Member

### Others in Attendance

LaTasha Holmes, Council Chief of Staff  
Tabrica Rentz, Deputy City Attorney  
Tori Cotman, Assistant City Attorney  
Candice Reid, City Clerk  
Lisa Braxton, Council Management Analyst, Principal  
Pamela Nichols, Council Management Analyst  
Paul Van Lenten, Council Budget Analyst

### Call to Order

Chair Michael Jones called the meeting to order at 4:43 p.m., and presided.

## Chamber Emergency Evacuation Plan Announcement and Citizen Speaker Guidelines

Upon the Chair's request, City Clerk Candice Reid 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.

## Approval of Minutes

There were no corrections or amendments to the minutes of the Monday, March 6, 2023 Organizational Development Standing Committee meeting, at 4:00 p.m., and the minutes were approved as presented.

[CD.2023.104](#) March 6, 2023 Organizational Development Standing Committee Meeting Minutes

**Attachments:** [20230306 -O.D. Minutes](#)

## Reports from City Administration, Council Staff and Other Parties

### Update on Office of the Council Chief of Staff Changes and Budget-Related Reminders

LaTasha Holmes, Council Chief of Staff, provided the committee with a presentation regarding the Fiscal Year 2024 Council Budget proposal, as well as possible staff changes in the Office of the Council Chief of Staff.

[CD.2023.126](#) 20230403 OD FY24 Council Budget Presentation

**Attachments:** [20230403 OD FY24 Council Budget Presentation](#)

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

*Vice Chair Kristen Nye informed the committee that the Communications and Engagement Manager and Engagement Coordinator positions will provide support for the Participatory Budgeting Steering Commission. Vice Chair Nye advised the committee that the new positions will also work with the Equity Liaison to help engage with the community. Vice Chair Nye stated that the new positions will share the responsibility of engaging with the community, taking surveys, assisting Council Members with outreach, and helping with voting.*

### **Audit Committee Updates**

*Vice Chair Kristen Nye provided the committee with an update regarding the Audit Committee. Vice Chair Nye informed the committee about the issues identified from a Department of Public Utilities Audit.*

## **Reports of Standing Committees**

### **Finance and Economic Development**

*Member Cynthia Newbille provided an update regarding the Finance and Economic Development Standing Committee. Ms. Newbille informed the committee of the committee's recommendations made on legislation reviewed at its last meeting.*

### **Governmental Operations**

*Member Ann-Frances Lambert provided information regarding the last Governmental Operations Standing Committee meeting. Member Lambert also provided information from the Department of Public Utilities and city facilities presentations, as well as the feedback received concerning boards and commissions reassignments.*

*Vice Chair Kristen Nye requested that the committee discuss appointee goal setting for Council appointees.*

### **Education and Human Services**

*Member Cynthia Newbille updated committee members on items from the Education and Human Services Standing Committee. Ms. Newbille informed the committee of what would be discussed at the upcoming meeting on April 13, 2023.*

### **Land Use, Housing and Transportation**

There was no report provided for the Land Use, Housing and Transportation Standing Committee.

### **Public Safety**

*Member Reva Trammell updated the committee members on the last Public Safety Standing Committee meeting. Ms. Trammell informed the committee of the updates from the police and fire chiefs. She also addressed the issue of speeding and speeding enforcement discussed during the meeting.*

*Chair Michael Jones requested clarification on Walmsley Boulevard yard sales and asked if it should be considered a business. President Jones addressed the traffic hazard the yard sales have been causing and inquired if it needed to be discussed at the next Public Safety meeting.*

*Ms. Trammell advised the committee that they may want to get code enforcement involved to help them determine what the next steps should be for Walmsley Boulevard.*

*Vice Chair Kristen Nye stated that her district was having a challenge with yard sales, and that she was receiving complaints from her constituents. Vice Chair Nye informed the committee that the city code states that residents are allowed to have four yard sales a year on their property, and any more than four would become a zoning issue.*

### **Consideration of Appointments to Boards, Commissions and Similar Entities**

Pamela Nichols, Council Management Analyst, reviewed board vacancies for the committee's consideration.

[CD.2023.105](#) Quarterly Board Vacancy Report - Organizational Development  
Standing  
Committee

**Attachments:** [20230403 - OD Board Report](#)

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

**Member Cynthia Newbille moved to forward the following appointment and reappointment applications to Council with the recommendation to approve:**

Audit Committee:

William Chaney (reappointment)

Ethics Reform Commission:

Esson Miller, Jr. (reappointment)

Joan Saffer

Charlie Williams

Maggie L. Walker Initiative Citizens Advisory Board:

Joseph Brooks

Shelley Allmond

**The motion was seconded and approved: Ayes 5, Lambert, Trammell, Newbille, Nye, and Jones. Noes None.**

### **Paper(s) for Consideration**

**The following ordinance was considered:**

1. [ORD. 2023-080](#) To amend Ord. No. 2022-055, adopted May 9, 2022, which adopted the Fiscal Year 2022-2023 General Fund Budget and made appropriations pursuant thereto, to (i) re-appropriate \$1,752,480.00 of the Fiscal Year 2021-2022 fund balance excess identified in the Fiscal Year 2022 Annual Comprehensive Financial Report as a Special Purpose assignment (ii) create a new line item entitled "Great Aspirations Scholarship Program, Inc. (Pathways Program - Great Aspirations Scholarship Program)" in the Non-Departmental Agency, and (iii) appropriate such \$1,752,480.00 to such new line item in the Non-Departmental agency, for the purpose of funding the creation of the Pathways Program for new Richmond Public Schools' graduates.

**Patrons:** Mayor Stoney and City Council

**Attachments:** [Ord. No. 2023-080](#)  
[20230403 - Pathways Program Overview Handout - Ord. 2023-080](#)

Maggie Anderson, Mayor's Chief of Staff, provided the committee with an overview of the referenced Ord. 2023-080. Eva Colen, Manager of the Office of Children and Families, informed the committee on the benefits of the Pathways Program - Great Aspirations Scholarship Program. Todd Martin, Chief Executive Officer of Great Aspirations Scholarship Program (GRASP), gave background information on his program and why he wants to partner with the city.

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

*Member Ellen Robertson arrived at 5:22 p.m., and was seated.*

*Member Ann-Frances Lambert inquired about how the program would address a staffing shortage of school counselors.*

Todd Martin informed the committee that they hire retired educators to be advisors that work in schools one to two days a week to meet with the counselors and students.

*Member Ellen Robertson stated she supported the mission to help the city's youth but her concern with Ord. 2023-080, was if there would be an income cap for the families that could apply and its relationship with the Office of Community Wealth Building.*

Eva Colen addressed the committee and stated that the program will be for low income families but that at this time, they do not know the exact cap on family income.

*Member Cynthia Newbille advised she was informed that corporate entities would match funding for the program.*

Maggie Anderson informed the committee that Dominion Energy, Altria, Costar, and the Community Foundation were interested in providing additional funding towards the program. Ms. Anderson advised that approximately 90% of the funds from the program will be going to help the students.

*Vice Chair Kristen Nye requested more information on what the long term goal of the program would be.*

Maggie Anderson stated that the proposed ordinance requested a one-time appropriation for \$1.7 million to GRASP, and the hope is that GRASP would be able to continue secure funding in the future.

*Chair Michael Jones discussed with members continuing consideration of the ordinance to the April 10th Formal Council meeting.*

Ms. Anderson advised that she would provide more information to all Council Members regarding the ordinance.

*Member Reva Trammell informed the committee that she supported the paper.*

**There were no further comments or discussions and Member Cynthia Newbille moved to forward Ord. 2023-080 to Council with a recommendation to approve, which was seconded and approved: Ayes 6, Lambert, Robertson, Trammell, Newbille, Nye, and Jones. Noes None.**

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

There were no discussion items.

### **Adjournment**

There being no further business, the meeting adjourned at 6:01 p.m.