



City of Richmond

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

Draft Meeting Minutes Governmental Operations Standing Committee

Wednesday, July 26, 2023

1:00 PM

Council Chamber, 2nd Floor - City Hall

DRAFT

Committee Members and Others in Attendance

The Honorable Ann-Frances Lambert – Vice Chair
The Honorable Stephanie Lynch – Member
The Honorable Kristen Nye – Alternate Member

Joyce Davis, Council Policy Analyst
Susan McKenney, Assistant City Attorney
Pamela Nichols, Council Management Analyst
Candice Reid, City Clerk
RJ Warren, Deputy City Clerk

Absent

The Honorable Katherine Jordan – Chair

Call to Order

Vice Chair Ann-Frances Lambert called the meeting to order at 1:05 p.m., and presided.

Chamber Emergency Evacuation Plan Announcement and Citizen Speaker Guidelines

Upon the Chair'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

Member Stephanie Lynch moved to amend the agenda as follows:

1. [RES. 2023-R011](#) To request that the Chief Administrative Officer cause the Department of Parks, Recreation and Community Facilities to consult with the Office of the City Attorney concerning the development of a plan and the preparation of necessary documents to acquire, preferably by gift, the properties known as Evergreen Cemetery and East End Cemetery and to present such a plan and documents to

the Council.

Patrons: Ms. Newbille and Ms. Lambert

To be continued to the September 27, 2023 Governmental Operations Standing Committee meeting

The motion was seconded.

Alternate Member Kristen Nye asked for an update from city administration on the status of RES. 2023-R011 and other cemeteries in the city.

Bobby Vincent, Director of Public Works, stated that he did not have an answer and would present the question to city administration and ask the administration to provide the committee with the information and documentation requested.

Member Stephanie Lynch provided follow up questions for the next committee meeting regarding the continuance of RES. 2023-R011. Member Lynch stated her concerns on the community engagement process and the budget estimate regarding the cemeteries.

Bob Steidel, Deputy Chief Administrative Officer (DCAO) of Operations, stated that city administration is putting together a budget estimate for all city cemeteries.

Joyce Davis, Council Policy Analyst, informed the committee that they were trying to schedule the community engagement for September regarding the cemeteries, and she stated that they will be planning for another date due to lack of information.

Member Lynch asked if the cemeteries could be maintained while members await on further information regarding the plan for each cemetery.

Ms. Davis stated she would speak with Chris Frelke, Director of Parks, Recreation, and Community Facilities, and Bobby Vincent, Director of Public Works, regarding cemetery maintenance.

There were no further comments or discussion and the motion was unanimously approved.

Public Comment Period

There were no public comments.

Approval of Minutes

There were no corrections or amendments to the meeting minutes of Wednesday, June 28, 2023, and the committee approved the minutes as presented.

[CD.2023.233](#) June 28, 2023 - Governmental Operations Services Standing Committee Meeting Minutes

Presentation(s)

There were no presentations.

Paper(s) for Consideration

The following resolution was considered:

2. [RES. 2023-R047](#) To repeal Res. No. 2011-R064-68, adopted June 27, 2011, and to assign boards, commissions, committees and other entities to Council standing committees for annual reporting purposes pursuant to City Code § 2-773.

Patrons: Ms. Jordan

The committee had discussion regarding the legislative history of RES. 2023-R047.

There were no further comments or discussions and Member Stephanie Lynch moved to forward RES. 2023-R047 to Council with a recommendation to approve, which was seconded and unanimously approved.

Board Vacancies

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

[CD.2023.253](#) July 26, 2023 - Governmental Operations Board Vacancy Report

A copy of the material provided has been filed.

Vice Chair Ann-Frances Lambert moved to forward the following board appointments and reappointments to Council with a recommendation to approve, which was seconded and unanimously approved.

City Personnel Board:
Saundra Collier

Participatory Budgeting Steering Commission:
Mary Gresham (reappointment)
Erin Kelley (reappointment)
Aaron Linas (reappointment)
Oludare Ogunde (reappointment)
Jerome Legions (reappointment)
Abigail Delaney

Richmond Retirement System:
Faith Flippo (reappointment)
Adam Grossman

Sister Cities Commission:
Kejie Meng (reappointment)
Ronald "Tim" Timmons (reappointment)
Jill Blondin
Jonette Meade Barley
Musau Wakabongo
Ruoxia Zhao

Discussion Item(s)

August Committee Meeting

The committee discussed the cancellation of the Governmental Operations Standing Committee meeting on August 23, 2023, and decided to cancel the meeting in August.

Department of Public Works new urban forester

Bobby Vincent, Director of Public Works, informed the committee that Michael Webb will provide care to the city's tree sites as the new Urban Forester.

Michael Webb, Urban Forester for the city, introduced himself to the committee and expressed his excitement regarding the opportunity.

The committee expressed their excitement for Michael Webb and thanked him.

Staff Report

Joyce Davis, Council Policy Analyst, provided the committee with a staff report.

Adjournment

There being no further business, the meeting adjourned at 1:35 p.m.