



# City of Richmond

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

## Budget Work Session Minutes

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Monday, April 8, 2024

12:30 PM

Council Chamber, 2nd Floor - City Hall

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### Members Present

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

### Members Absent

The Honorable Nicole Jones

### Others in Attendance

Myrtle Brown, Council Budget Analyst  
LaTanja Davenport, Council Budget Analyst  
Joyce Davis, Council Policy Analyst  
Laura Drewry, City Attorney  
LaTasha Holmes, Council Chief of Staff  
Tamiya Lunsford, Council Budget Analyst  
Nahdiyah Muhammad, Assistant City Clerk  
Adam Poser, Deputy Council Chief of Staff  
Candice Reid, City Clerk  
Tabrica Rentz, Deputy City Attorney  
Debora Shaw, Council Management Analyst

### Call to Order

President Kristen Nye called the meeting to order at 12:45 p.m., and presided.

### Chamber Emergency Evacuation Plan Announcement

Upon the President's request, Nahdiyah Muhammad, Assistant City Clerk provided information on the appropriate manner in which the Council Chamber is to be evacuated in the event of an emergency.

**FY 2025 Proposed Revenue Budget**

Lincoln Saunders, Chief Administrative Officer (CAO), provided Council with a presentation concerning the FY 2025 proposed budget revenue.

[CD.2024.104](#) April 8, 2024 Budget Work Session Documents

**Attachments:** [FY 2025 Proposed Operating Budget-April 8th Budget Work Session](#)  
[FY 2025 Proposed Revenue Budget -April 8th Council Budget Work Session](#)  
[FY 2025 Proposed Comp and Benefits Budget - April 8th Council Budget Work Session](#)

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

*Vice President Ann-Frances Lambert arrived at 12:58 p.m., and was seated.*

*Vice President Ann-Frances Lambert inquired about the previous year's tax rebate and the real estate assessment schedule.*

CAO Saunders stated a portion of the revenue that was not budgeted will be used for tax rebates for tax payers. CAO Saunders also stated that there is a need for the city to make a transition regarding adjustments to the budget and assessment schedules.

*Councilor Katherine Jordan inquired about a 3% decline in Richmond Public Schools (RPS) revenue.*

CAO Saunders stated that the increase in city funding for RPS has allowed for more room to account for inflation. CAO Saunders also stated that state funding for RPS has not allowed RPS to keep up with inflation.

*Councilor Ellen Robertson inquired about the increase in assessment values for 2022 versus a decrease in 2021, and if values are expected to drop in 2025.*

CAO Saunders stated during the FY 21 budget review process and recommendations from the city assessor due to the pandemic, all incremental revenue from real estate was erased. CAO Saunders also stated that there was a \$40 million reduction from the previously introduced budget before the city was impacted by the COVID-19 pandemic. CAO Saunders further stated that due to growth that occurred during the pandemic, an increase in population and a strain on the housing market, the city's real estate assessments increased.

*President Kristen Nye inquired if interest is included in the projected general fund budget.*

CAO Saunders stated that the interest will be included in the projected general fund budget. CAO Saunders also stated the interest accumulated is projected to be \$12 million for FY 2025.

*Councilor Cynthia Newbille inquired about the interest earned for the current fiscal year versus last fiscal year.*

CAO Saunders stated there is \$9 million in projected interest growth from last year's budget.

*Councilor Robertson inquired about a schedule regarding FY 2025 projected growth. Councilor Robertson also inquired if city administration is working with an economist regarding projected growth.*

CAO Saunders stated additional information will be provided regarding FY 2025 projected growth.

### **City Council FY 2025 Operating Budget Requests**

Lincoln Saunders, Chief Administrative Officer (CAO), provided Council with a presentation concerning City Council FY 2025 operating budget requests.

*Councilor Stephanie Lynch arrived at 1:31 p.m., and was seated.*

*Councilor Reva Trammell arrived at 1:31 p.m., and was seated.*

*Councilor Andreas Addison arrived at 1:40 p.m., and was seated.*

*Councilor Stephanie Lynch inquired about a planned \$21 million dollar commitment to Richmond Redevelopment and Housing Authority (RRHA).*

CAO Saunders stated there is a commitment to help support RRHA's infrastructure and the redevelopment of several RRHA communities.

*Councilor Lynch inquired about the investments for the redevelopment of Creighton Court. Councilor Lynch also inquired about data for area median income (AMI) for the units that are set to be replaced.*

CAO Saunders stated city administration will provide Council with additional information regarding funding for RRHA.

*Councilor Lynch inquired about community ambassadors becoming full-time.*

CAO Saunders stated the community ambassadors are in the process of becoming full-time city employees.

*Councilor Ellen Robertson inquired about the funding required for the reorganization and establishment of new city departments.*

CAO Saunders stated city administration will provide Council with additional information regarding funding for city departments.

*Councilor Reva Trammell thanked city administration for their work regarding city development and city processes.*

*Vice President Ann-Frances Lambert stated that she is not comfortable with the plans to add additional positions to the city.*

CAO Saunders stated that there has been a lack of dedicated staff for the civic, neighborhood and business associations. CAO Saunders provided additional background regarding the need to add additional positions for the city.

CAO Saunders had continued discussion with Council regarding reorganization and establishment of new city departments.

*President Kristen Nye recessed the meeting at 2:04 p.m.*

*Councilor Stephanie Lynch left the meeting.*

*Councilor Katherine Jordan left the meeting.*

*President Nye reconvened the meeting at 2:44 p.m.*

*Councilor Andreas Addison inquired about the functions, cost and timeline of the General Services Office reestablishment.*

CAO Saunders stated the objective for the General Services Office will be to generate revenue and support economic development opportunities. CAO Saunders also stated there will be a comprehensive assessment of the city's real estate assets and recommendations for best use.

*Councilor Addison inquired about increasing the Business, Professional and Occupational License (BPOL) threshold from \$250,000 to \$500,000 for small business owners.*

CAO Saunders stated that an analysis can be conducted to determine the fiscal impact regarding increasing the BPOL threshold.

*Vice President Lambert inquired about funding for an upgrade to the RVApay system and maintaining the current system.*

CAO Saunders stated that the new RVApay system has not fully launched and the old system will remain active until the launch of RVApay.

CAO Saunders had continued discussion with Council regarding the City Council FY 2025 operating budget requests.

## **Adjournment**

There being no further business, the meeting adjourned at 3:45 p.m.

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CITY CLERK