



City of Richmond

900 East Broad Street
Richmond, VA 23219
www.richmondgov.com/cityclerk

Minutes

Governmental Operations Standing Committee

Thursday, April 25, 2019

12:00 PM

Council Chamber, 2nd Floor - City Hall

Committee Members and Staff in Attendance

The Honorable Andreas Addison – Chair
The Honorable Michael Jones – Vice Chair (*late arrival*)
Honorable Parker Agelasto – Member
Haskell Brown, Deputy City Attorney
Joyce Davis, Council Policy Analyst
Jamie Isley, Assistant City Clerk
Charles Jackson, Council Budget Analyst
Allison Miessler, Boards and Commissions Administrator
Candice Reid, City Clerk
RJ Warren, Deputy City Clerk

Call to Order

Chair Andreas Addison called the meeting to order at 12:08 p.m., and presided.

Evacuation Announcement and Citizen Speaker Guidelines

Upon the Chair's request, Assistant City Clerk Jamie Isley 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.

Public Comment

There were no public comments.

Approval of Minutes

There were no amendments or corrections to the meeting minutes of Thursday, March 28, 2019, and the Committee approved the minutes as presented.

Presentation(s)

There were no presentations.

Board Vacancies

Allison Miessler, boards and commissions administrator, reviewed board applications for consideration by the committee.

Member Parker Agelasto requested written contact be made with city administration to clarify the appointment status of members serving with expired terms on the Board of Trustees for the Richmond Retirement System.

Allison Miessler informed the Committee that Scott Cannady is being considered for the Richmond Behavioral Authority Board of Directors in addition to the Sister Cities Commission.

Member Parker Agelasto moved to forward the following appointments and reappointment board applications to Council with the recommendation to approve, which was seconded and unanimously approved:

Board Name	Criteria for Appointment	Applicant Name
Sister Cities Commission (13 members)	Reside or work in the city of Richmond (4 vacancies)	Catherine Nexsen (reappointment)
		Bill Beville
		Scott Cannady

A copy of the information has been filed.

Paper(s) for Consideration

The following ordinance was considered:

ORD. 2019-115

To amend ch. 2, art. III of the City Code by adding therein a new section 2-58, concerning restrictions on activities of former officers and employees, for the purpose of reflecting amendments to state law.

Patrons: Mr. Agelasto, Ms. Larson and Ms. Gray

Member Parker Agelasto introduced ORD. 2019-115, and indicated that the ordinance stemmed from a request made by Council to the General Assembly of Virginia for a change to the City Charter. He informed the Committee that ORD. 2019-115 would mirror current state and federal government practices pertaining to post-employment restrictions.

There were no further comments or discussions and **Chair Andreas Addison moved to forward ORD. 2019-115 to the May 13, 2019, Council meeting with recommendation to approve, which was seconded and unanimously approved. Jones had not yet arrived.**

Discussion Item(s)

Use of Council Funds During Election Years

Chair Andreas Addison introduced the discussion item, informing the Committee that it originated from Vice Chair Michael Jones's experience entering office with a depleted budget in January of 2017. Chair Addison stated that the goal is to create a policy for how funds are drawn, specifically in election years.

Council Budget Analyst Charles Jackson provided a summary of the remaining balance of funds per district from the Fiscal Year 2016-2017, and advised that all expenditures were in line with Council's Rules of Procedure.

A copy of the information provided has been filed.

Chair Addison requested the Office of the City Attorney to provide information as to whether there are restrictions or limitations on district funds spent during an election year.

Deputy City Attorney Haskell Brown advised that there is a City Code section restricting spending on newsletters for ninety days prior to an election.

Chair Addison inquired as to how best to address the issue through the creation of a policy.

Haskell Brown advised that the issue could be addressed with the creation of legislation or policy.

Chair Addison requested staff to submit a CART (Council Action Request Tracker) request on behalf of himself and Vice Chair Jones, for the amount of available funds allotted during election years to be reduced to half.

Member Parker Agelasto expressed that there are records retention requirements and the destruction of records without adhering to the requirements disrupts the continuity of services. He requested that records retention be added to the conversation regarding election year transitions.

Vice Chair Jones arrived and was seated at 12:24 p.m., and suggested the creation of a resolution regarding the annual backup of Council member data to ensure a smooth transition between representatives and the continuity of services.

Council Ordinance and Resolution Process Update

Council Policy Analyst Joyce Davis provided information regarding the legislative process, structure, recommendations for improving the process, and a statistical overview of legislation considered by standing committees in 2017 and 2018.

Chair Andreas Addison queried the Office of the City Auditor to provide recommendations from their report to be utilized as discussion items during future meetings along with the performance based budget.

Vice Chair Michael Jones requested information as to the working relationship between the policy analysts and the Office of the City Attorney.

Ms. Davis shared some of her experience working with the Office of the City Attorney, and advised that she would pose the question to her fellow analysts.

Chair Addison expressed concern about Council communication and engagement practices with the public regarding continued legislation and meeting information. He requested recommendations for methods to track legislation throughout the legislative process and improved online visibility and accessibility.

A copy of the information provided has been filed.

Staff Report

Council Budget Analyst Charles Jackson provided the Committee with the April staff report.

A copy of the report provided has been filed.

Adjournment

There being no further business, the meeting adjourned at 1:04 p.m.