



City of Richmond

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

Minutes

Governmental Operations Standing Committee

Wednesday, June 23, 2021

2:00 PM

Council Chamber, 2nd Floor – Virtual Meeting

Committee Members and Staff in Attendance

The Honorable Kristen Larson – Chair
The Honorable Katherine Jordan – Vice Chair
The Honorable Michael Jones – Member (*early departure*)
Bill Echelberger, Council Budget Analyst
Lisa Braxton, Council Management Analyst
Haskell Brown, Interim City Attorney
Joyce Davis, Interim Council Chief of Staff
Jamie Isley, Assistant City Clerk
Candice Reid, City Clerk
Dominique Thaxton, Assistant City Clerk
RJ Warren, Deputy City Clerk

Call to Order

Chair Kristen Larson called the meeting to order at 2:03 p.m., and presided.

Electronic Meeting Announcement

Assistant City Clerk Jamie Isley, in accordance with Ordinance No. 2020-093, adopted April 9, 2020, as most recently amended by Ordinance No. 2020-232, adopted December 14, 2020, announced the meeting would be held through electronic communication means. Assistant City Clerk Isley stated notice of the meeting was provided to the public through a public information advisory issued on June 16, 2021, and through Legistar on the city website in accordance with usual practice. She also stated members of the public were encouraged to provide comments in writing prior to the meeting and all comments received prior to 10:00 a.m., on Wednesday, June 23, 2021, were provided to committee members. Ms. Isley indicated that members of the public who signed up to speak and provide comment would be called to speak at the appropriate time.

Citizen Speaker Guidelines

Upon the Chair's request, Assistant City Clerk Jamie Isley provided the citizen speaker guidelines.

Public Comment

There were no public comment speakers.

Approval of Minutes

There were no amendments or corrections to the meeting minutes of Wednesday, May 26, 2021, and

the committee approved the minutes as presented.

Presentation(s)

There were no presentations.

Paper(s) for Consideration

The following ordinance was considered:

ORD. 2021-180

To amend Ord. No. 2020-155, adopted Jul. 27, 2020, which established a Task Force on the Establishment of a Civilian Review Board to review and provide recommendations concerning the creation of such a board, to revise and extend the submission deadlines for certain reporting requirements.

Patrons: Mr. Jones, Ms. Lynch

Member Michael Jones introduced ORD. 2021-180, and discussed the timeline for the creation of the Task Force on the Establishment of a Civilian Review Board, as well as the reasoning for the deadline extension.

There were no further comments or discussions and **Member Michael Jones moved to forward ORD. 2021-180 to the June 28, 2021, Council meeting with recommendation to approve, which was seconded and unanimously approved.**

The following ordinance was considered:

ORD. 2021-181

To extend the expiration date of Ord. No. 2020-093, adopted Apr. 9, 2020, as previously amended by Ord. No. 2020-183, adopted Aug. 20, 2020, and Ord. No. 2020-232, adopted Dec. 14, 2020, which assures the continuity of government during the disaster resulting from the COVID-19 pandemic by modifying the practices and procedures of public bodies to permit electronic meetings as authorized by Va. Code § 15.2-1413, from Jun. 30, 2021, to Dec. 31, 2021.

Patron: President Newbille

Interim City Attorney Haskell Brown introduced ORD. 2021-181.

Chair Kristen Larson stated her understanding that Council will return to in-person meetings in September.

Interim City Attorney Haskell Brown stated that the ordinance is optional and that in-person meetings may be held if it is the will of the body.

City Clerk Candice Reid informed the committee that boards and commissions follow the same continuity of government guidelines as Council, and may return to in-person meetings if they so choose.

Vice Chair Katherine Jordan asked that boards and commissions be given support and information regarding the return to in-person meetings.

Member Michael Jones inquired about the status of the Council Chambers regarding in-person meetings.

City Clerk Candice Reid discussed the procurement process for the sneeze guards to be installed on the Council dais, and stated that it would likely be completed after the end of July. She also informed the committee of an action plan that will be distributed to all members regarding the return to in-person Council

meetings.

Member Jones expressed a desire to return to in-person Council meetings as soon as possible.

Chair Larson requested staff to create and distribute public messaging regarding Council's return to in-person meetings.

There were no further comments or discussions and **Vice Chair Katherine Jordan moved to forward ORD. 2021-181 to the June 28, 2021, Council meeting with recommendation to approve, which was seconded and unanimously approved.**

The following resolution was considered:

RES. 2021-R037

To approve the General Registrar to apply to the State Board of Elections for a waiver to administer certain precincts as split precincts for elections held in 2021.

Patron: President Newbille

General Registrar Keith Balmer introduced RES. 2021-R037, and informed the committee of Code of Virginia § 24.2-307 which provides regulations regarding precinct boundaries and split precincts.

Member Michael Jones departed the meeting at 2:20 p.m.

Vice Chair Katherine Jordan discussed confusion among citizens regarding polling place locations and signage. She also requested polling place information be communicated through mailings coming from the Registrar's Office for the upcoming election cycle.

Mr. Balmer stated that polling precincts will remain the same as were utilized for the June 2021 election. He assured the committee that proper signage is attached to old and new precincts to mitigate voter confusion.

There were no further comments or discussions and **Vice Chair Katherine Jordan moved to forward RES. 2021-R037 to the June 28, 2021, Council meeting, which was seconded and unanimously approved.**

Discussion Item(s)

Charter Review Process Update

Chair Kristen Larson discussed city administration's willingness to participate in the Richmond City Charter review process.

Senior Policy Analyst to the Chief Administrative Officer Jeff Gray informed the committee that city administration is conferring with the Office of the Council Chief of Staff to ensure a cooperative process.

Chair Larson stated that the Office of the City Attorney will reach out for additional resources if the charter review process workload becomes cumbersome.

Vice Chair Katherine Jordan asked whether procurement procedures regarding selecting the lowest bid could be changed through the charter review process.

Chair Larson requested city administration to follow up in two weeks to provide updates and extensions as needed. She also stated that the committee would continue to discuss the charter review process at the next committee meeting.

Board Vacancies

There were no board vacancies.

Staff Report

Interim Council Chief of Staff Joyce Davis provided the committee with the June staff report. She also stated that many procurement policies are mandated by the Commonwealth of Virginia, and that staff will conduct procurement training to discuss procurement code.

Vice Chair Katherine Jordan asked for more information regarding the procurement of quality workmanship and methods to change policies that require the selection of the lowest bidder.

Ms. Davis suggested a meeting occur with city administration to discuss how the committee would prefer city departments to identify and present information.

Chair Kristen Larson stated that non-controversial technical changes could be added to the list and that issues that invoke strong opinions be given time for in-depth discussion.

A copy of the report provided has been filed.

Adjournment

There being no further business, the meeting adjourned at 2:40 p.m.