

May 22, 2023

**To:** Honorable Ms. Kristen M. Nye, 4<sup>th</sup> District Council Representative and Chair of Government Operations

**From:** Mr. Antoine Banks (Secretary), Ms. Rachael Deane (Vice Chair), Dr. Thad Williamson (Chair), on behalf of the 2022 City Charter Review Commission

**Re:** May 18, 2023 – City Charter Review Commission Meeting Minutes (DRAFT)

Please review the attached meeting minutes that were taken at the ninth meeting of the 2022 City Charter Review Commission in Richmond, VA.



**CITY OF RICHMOND  
2022 CHARTER REVIEW COMMISSION  
May 2023**

**Meeting Date:** Thursday, May 18, 2023

**Meeting Location:** City Hall, 5<sup>th</sup> Floor Conference Room

**Presiding:** Thad Williamson, Chair

**Approval:** **FINAL – ADOPTED – May 23, 2023**

**Recorded by:** Antoine A. Banks, Secretary

**Attest:** Joyce Davis, Council Policy Analyst

2 **OPENING:**

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4 The ninth meeting of the 2022 City Charter Review Commission was called to order at 6:06 p.m. on Thursday, May 18,  
5 2023 by Commission Chairman **Williamson** in the 5<sup>th</sup> floor conference room in Richmond’s City Hall.

6  
7 **COMMISSIONERS IN ATTENDANCE:**

8 Thad Williamson, *Chair* 12 Kyle Elliott  
9 Rachel Deane, *Vice Chair* 13 John P. Girardi  
10 Antoine Banks, *Secretary* 14 Travis Gunn  
11 William “Bill” Echelberger, *Historian* 15 Daisy Weaver

16  
17 **STAFF AND COMMUNITY IN ATTENDANCE (REPRESENTATION):**

18  
19 Joyce Davis, Council Policy Analyst (*Council*)  
20 LaTasha Holmes, City Council Chief of Staff (*Council*)  
21 Tabrica Rentz, Deputy City Attorney (*Administration*)  
22 Tori Cotman, Assistant City Attorney (*Administration*)

23  
24 **ADOPTION OF APRIL COMMISSION MINUTES:**

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26 The chair called upon members to review the minutes of the seventh and eight Charter Review Commission meetings  
27 held on April 27, 2023 and May 10, 2023.

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29 **MOTION 9.1:**

30 Commissioner **Echelberger** moved to adopt the April 27, 2023 and May 10, 2023 CRC minutes.

31 **Notes on the Motion:**

32 **Second the Motion:** Motion was properly seconded by Commissioner **Weaver**.

33 **Resolution:** Motion carried. Minutes were approved unanimously, as drafted.

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35 **REVIEW OF COMMISSION TIMELINE:**

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37 Chairman **Williamson** gave an overview of timeline, outstanding tasks, and expected outstanding research work  
38 product from City Attorney and UVA Law School and the commission deadline of July 31, 2023.

39  
40 **APPROVAL OF THE REVISED RESIDENT SURVEY:**

41  
42 The chair called upon Council Chief of Staff, Holmes to provide an update and walk-thru the online revised Resident  
43 Survey.

44 **MOTION 9.2:**

45 Commissioner **Banks** moved to adopt the updated version of the Online Resident Survey.

46 **Notes on the Motion:** Updated to add additional options under “council district” and add zip code.

47 **Second the Motion:** Motion was properly seconded by Commissioner **Echelberger**.

48 **Resolution:** Motion carried. Minutes were approved unanimously, as amended.

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1 **FOLLOW-UP REPORT AND DISCUSSION BY THE ELECTORAL SUB-COMMITTEE:**

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3 The chair called upon Vice Chairman **Deane** and Commissioner **Weaver** to present on the final research conducted by  
4 the Electoral Sub-Committee. Commissioner **Weaver** gave a detailed presentation of the committee's findings on a  
5 Council-Manager form of government. *The sub-committee is waiting on data to determine the minority voting*  
6 *power/population.*

7  
8 **Outline of the Format and Agenda for May 23<sup>rd</sup> Public Hearing:**

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10 The Chair provided an overview of the public hearing section noting the allotment of 3 minutes per speaker. The chair  
11 requested the publishing of the revised Residential Survey by Friday, May 19<sup>th</sup> as well as the availability of all sub-  
12 committee reports online by Monday, May 22<sup>nd</sup>.

13  
14 **MOTION 9.3:**

15 Commissioner **Echelberger** moved to approve the publishing of the online survey and all reports by their  
16 respective dates.

17 **Notes on the Motion:**

18 **Second the Motion:** Motion was properly seconded by Commissioner **Elliot**.

19 **Resolution:** Motion carried. Minutes were approved unanimously, as amended.  
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22 **UPCOMING COMMISSION MEETING DATES:**

23  
24 The chair announced the upcoming meetings of the commission to be held on **Tuesday, May 23<sup>rd</sup> at 6pm, Thursday,**  
25 **June 8<sup>th</sup> at 5pm, Thursday, June 15<sup>th</sup> – Southside, June 22<sup>nd</sup> - West End, June 29<sup>th</sup> (vote on proposal), July 13<sup>th</sup> – Draft**  
26 **Report, July 20<sup>th</sup> – Final CRC meeting, July 24<sup>th</sup> – Presentation to the Richmond City Council at 4pm Meeting. All**  
27 **meeting times to be announced.** Subcommittees will schedule meetings and provide notice to the public.  
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29 **ADJOURNMENT:**

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31 There being no further discussion or business that came before the commission at the time, A motion was made and  
32 seconded and unanimously adopted that the meeting be adjourned at 7:45 pm. Motion carried.