



# Richmond City Council

Boards & Commissions  
 Appointments & Reappointments

Formal Meeting of Richmond City Council  
 Monday, July 23, 2018 – 6:00 p.m.

Motion to approve  
 07/23/2018 ~ 9-0

Organizational Development Standing Committee recommends appointment of the following applicants:

<u>Board Name</u>	<u>Criteria for Appointment</u>	<u>Applicant Name</u>	<u>Terms</u>
<b>Affordable Housing Trust Fund Oversight Board</b> (10 members) (page 3)	Representative from an organization dedicated to promoting affordable housing *	Glenn Hudson (reappointment, page 4)	11/10/2018 – 11/10/2021
<b>Audit Committee</b> (7 members) (page 5)	Member of the business community *	Roger Boeve (reappointment, page 6)	09/28/2018 – 09/28/2021

Education and Human Services Standing Committee recommends appointment of the following applicant:

<u>Board Name</u>	<u>Criteria for Appointment</u>	<u>Applicant Name</u>	<u>Terms</u>
<b>Advisory Board of Recreation and Parks</b> (13 members) (page 7)	Enrichmond Foundation nominee *	John Sydnor (reappointment, page 8)	10/25/2017 – 10/24/2020
	Department of Parks, Recreation and Community Facilities staff representative	Christopher E. Frelke (page 9)	07/23/2018 – 07/22/2021 <i>Succeeding Norman Merrifield</i>
<b>Aging and Disabilities Advisory Board</b> (9 members) (page 11)	Attorney or paralegal (i) whose firm or office routinely represents or handles cases for senior citizens or persons with disabilities, (ii) who has experience addressing issues related to the Americans with Disabilities Act and (iii) who shall not be required to be a resident of or have a principal place of business in the city.	Melanie Lee (reappointment, page 12)	11/11/2018 – 11/10/2021
<b>Community Policy and Management Team</b> (9 members) (page 13)	A representative of a private organization located within the City that (i) serves children and families in the City, (ii) has a provider contract with the City's Comprehensive Services Act office, (iii) is in compliance with its provider contract and (iv) is properly licensed by the Commonwealth as a provider of services to children and families *	Erica Mann (page 14)	07/01/2018 – 07/01/2021 <i>Succeeding Nancy Toscano</i>

Land Use, Housing and Transportation Standing Committee recommends appointment of the following applicants:

<b>Board Name</b>	<b>Criteria for Appointment</b>	<b>Applicant Name</b>	<b>Terms</b>
<b>Board of Building Code Appeals, General Division</b> (5 members & 3 alternates) <a href="#">(page 18)</a>	Licensed architect or licensed engineer who is currently engaged in the active design of buildings and structures *	Robert Easter <a href="#">(reappointment, page 19)</a>	09/28/2018 – 09/28/2021
<b>City Planning Commission</b> (9 members) <a href="#">(page 20)</a>	Qualified voter	David Johannas <a href="#">(reappointment, page 21)</a>	07/23/2018 – 07/23/2021
<b>Clean City Commission</b> (15 members) <a href="#">(page 24)</a>	Corporate or citizen volunteers	James B. Arnold <a href="#">(page 25)</a>	07/23/2018 – 07/22/2020 <i>Succeeding Wesley Hedgepeth, resigned</i>
		Wanda McGee <a href="#">(reappointment, page 27)</a>	10/25/2018 – 10/25/2020
<b>Commission of Architectural Review</b> (9 members) <a href="#">(page 28)</a>	Citizens of the city at-large	James Klaus <a href="#">(reappointment, page 29)</a>	09/14/2018 – 09/14/2021
		Sean M. Wheeler <a href="#">(page 30)</a>	07/23/2018 – 07/23/2021 <i>Succeeding Carey Jones, resigned</i>
		Kathleen Harper Morgan <a href="#">(page 33)</a>	07/23/2018 – 07/23/2021 <i>Succeeding Andrew McRoberts</i>
		Lawrence Pearson <a href="#">(page 37)</a>	08/01/2018 – 07/31/2021 <i>Succeeding Joseph Yates</i>
One person appointed from a list of at least three nominees from the Historic Richmond Foundation *			
<b>Board of Commissioners of the Richmond Redevelopment and Housing Authority</b> (12 members) <a href="#">(page 39)</a>	*	Robert Adams <a href="#">(reappointment, page 40)</a>	10/25/2018 – 10/25/2022
<b>Urban Design Committee</b> (10 members) <a href="#">(page 41)</a>	Member of the Commission of Architectural Review *	James Klaus <a href="#">(reappointment, page 42)</a>	09/14/2018 – 09/14/2021
	Member of the faculty of the arts division of a local college or university *	Emily A. Smith <a href="#">(page 43)</a>	07/23/2018 – 07/22/2021 <i>Succeeding Robert Smith, resigned</i>
<b>Urban Forestry Commission</b> (9 voting members) <a href="#">(page 45)</a>	Residents of the city	Wyatt Carpenter <a href="#">(page 46)</a>	07/23/2018 – 07/23/2021 <i>Succeeding Madge Bemiss</i>
		Hannah R. Fuerhoff <a href="#">(page 49)</a>	07/23/2018 – 07/23/2021 <i>Succeeding Matthew Lee</i>
		Ryland Potter <a href="#">(page 51)</a>	07/23/2018 – 07/23/2021 <i>Succeeding Catherine Farmer</i>

Motion to approve  
07/23/2018 ~ 9-0

# Affordable Housing Trust Fund Oversight Board

## Vacancy Chart

*As of*  
November 12, 2018

The board shall consist of ten members, each of whom shall either reside in the city of Richmond or have a principal place of employment within the city of Richmond. One member shall be selected from each of the following categories:

- (1) A representative from Richmonders Involved to Strengthen our Communities.
- (2) A resident of the city of Richmond or a representative of a service provider assisting low-income individuals or families.
- (3) A representative from the Richmond Association of Realtors.
- (4) A representative from an organization dedicated to promoting affordable housing.
- (5) A lender from a financial institution with affordable housing financing experience.
- (6) A builder or developer with experience constructing housing projects.
- (7) A representative of the Richmond Redevelopment and Housing Authority.
- (8) An attorney specializing in housing matters.
- (9) A housing counselor.
- (10) A member of City Council, who shall be a non-voting member of the board.

Of the ten members, the City Council shall appoint six members, including the members designated in subdivisions (1) through (4) and (9) and (10). The mayor, by a writing submitted to the City Clerk, shall appoint four members, including the members designated in subdivisions (5) through (8).

*(Not yet assigned to a standing committee)*

<b>Member</b>	<b>Patron</b>	<b>Expiration Date</b>	<b>Eligible for Reappoint.</b>	<b>Interested in Reappoint.</b>	<b>Qualification</b>
Glenn Hudson	All members of Council	11/10/2018	Yes	Application included	(4)

**Contact:**

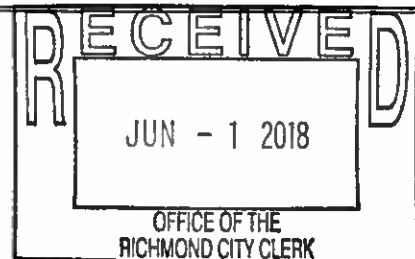
Dan Cohen  
Department of Economic and Community Development  
[Daniel.cohen@richmondgov.com](mailto:Daniel.cohen@richmondgov.com)  
804-646-3588 (o)



City of Richmond, Virginia  
City Council  
Authorities, Boards, Commissions and Task Forces  
**Reappointment Application**

(Please Print or Type)

<b>Name of Authority, Board, Commission or Task Force:</b>	
Affordable Housing Trust Fund	
<b>Title:</b> Mr. <input checked="" type="checkbox"/> Mrs. <input type="checkbox"/> Ms. <input type="checkbox"/> Miss. <input type="checkbox"/> Dr. <input type="checkbox"/> Other: _____	
<b>Last Name:</b> Hudson	<b>First Name:</b> Glenn
<b>Home Street Address:</b> 11410 Doronhurst Drive	<b>Home Telephone:</b> 804-677-3302
<b>Home City, Zip Code:</b> Providence Forge, Va 23140	<b>Home Fax:</b>
<b>Personal E-Mail Address:</b> gfhud1@gmail.com	
<b>Employer:</b> Hudson Real Estate Advisory Group	
<b>Job Title:</b> Principal	<b>How Long?</b> 10 years
<b>Business Street Address:</b> P.O Box 326 Richmond, Va	<b>Business Telephone:</b> 804-677-3302
<b>Business City, Zip Code:</b> 23218	<b>Business Fax:</b>
<b>Business E-Mail Address:</b> gfhud1@gmail.com	
<b>Is your place of employment located in the city of Richmond?</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
<b>Is your place of employment located in the county?</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, which county? New Kent	
<b>Are you a city resident?</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, which City Council district? _____ Number of years? _____	
<b>Do you or your employer have a contract, other than a contract of employment, either with the city of Richmond or with the entity to which you are seeking appointment?</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
If yes, please provide information on the nature of the contract.	
<b>Signature:</b> <u>Glenn Hudson</u> <b>Date:</b> <u>5/31/18</u>	
<i>(By signing, forwarding or otherwise transmitting this form, you certify that all information submitted for consideration is true and accurate to the best of your knowledge.)</i>	



NOTE: This application is a public document.

Office of the City Clerk, 900 East Broad Street, Suite 200, Richmond, Virginia U.S.A. 23219  
Telephone: (804) 646-7955 • Fax: (804) 646-7736  
[www.richmondgov.com/cityclerk](http://www.richmondgov.com/cityclerk)

# Audit Committee

## Vacancy Chart

*As of*  
November 12, 2018

The Audit Committee shall consist of seven members to be appointed by the City Council. Two of these seven members shall be members of the Council appointed to serve terms coincident with their terms as members of the City Council. The remaining five members shall be appointed from the business community of the city. Of these five members appointed from the business community of the city, at least one shall be licensed by the State Board of Accountancy as a Certified Public Accountant, at least one shall be a lawyer admitted to the Virginia State Bar, and at least one shall have experience in the financial services industry.

*(Assigned to the Organizational Development Standing Committee)*

<b>Member</b>	<b>Patron</b>	<b>Expiration Date</b>	<b>Eligible for Reappoint.</b>	<b>Interested in Reappoint.</b>	<b>Qualification</b>
Roger Boeve	All members of Council	09/28/2018	Yes	Application included	Member of the business community of the city

**Contact:**

Rochelle Carter

City Auditor's Office

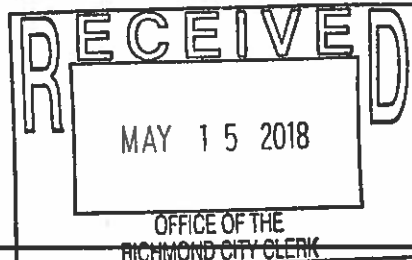
[Rochelle.carter@richmondgov.com](mailto:Rochelle.carter@richmondgov.com)

804-646-5632

City of Richmond, Virginia  
City Council  
Authorities, Boards, Commissions and Task Forces  
Reappointment Application

(Please Print or Type)

Name of Authority, Board, Commission or Task Force: <u>Audit Committee</u>	
Title: Mr. <input checked="" type="checkbox"/> Mrs. <input type="checkbox"/> Ms. <input type="checkbox"/> Miss. <input type="checkbox"/> Dr. <input type="checkbox"/> Other: <input type="checkbox"/>	
Last Name: <u>Boeve</u>	First Name: <u>Roger</u>
Home Street Address: <u>250 Westmoreland Place</u>	Home Telephone: <u>254-2665</u>
Home City, Zip Code: <u>Richmond, VA 23226</u>	<del>Home Fax</del> Cell <u>804-304-6778</u>
Personal E-Mail Address: <u>rboeve106@gmail.com</u>	
Employer: <u>Retired Performance Food Group</u>	
Job Title: <u>Co-Founder; Executive Vice President</u>	How Long? <u>15 years</u>
Business Street Address: <u>N/A</u>	Business Telephone:
Business City, Zip Code: <u>N/A</u>	Business Fax:
Business E-Mail Address: <u>N/A</u>	
Is your place of employment located in the city of Richmond? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Is your place of employment located in the county? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, which county?	
Are you a city resident? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If yes, which City Council district? <u>1st</u> Number of years? <u>22 yrs</u>	
Do you or your employer have a contract, other than a contract of employment, either with the city of Richmond or with the entity to which you are seeking appointment? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
If yes, please provide information on the nature of the contract.	
Signature: <u>Roger L Boeve</u> Date: <u>5-15-18</u>	
(By signing, forwarding or otherwise transmitting this form, you certify that all information submitted for consideration is true and accurate to the best of your knowledge.)	



NOTE: This application is a public document.

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# Advisory Board of Recreation and Parks

## Vacancy Chart

*as of*

November 12, 2018

The Advisory Board of Recreation and Parks shall consist of 13 members. All members are appointed by motion of City Council. One member shall be nominated by the Board of Directors of the Monroe Park Conservancy to represent the conservancy, one member shall be nominated by the Board of Directors of the Maymont Foundation to represent the foundation, and one member shall be nominated by the Board of Directors of the EnRichmond Foundation to represent the foundation. One member shall be selected from the staff of the city's Department of Parks, Recreation and Community Facilities. One member shall be selected from each of the nine Councilmanic Districts of the City, with each such member to be a resident of the Councilmanic District nominated by the Council member representing such Councilmanic District; provided, however, that should the Council member representing such Councilmanic District fail to nominate a resident of the Councilmanic District within 90 days of a vacancy, whether created by the expiration of a term or otherwise, in the seat assigned to that Councilmanic District, any Council member may nominate a resident of any Councilmanic District to fill such vacancy.

*(Assigned to the Education and Human Services Standing Committee)*

<b>Member</b>	<b>Patron</b>	<b>Expiration Date</b>	<b>Eligible for Reappoint.</b>	<b>Interested in Reappoint.</b>	<b>Qualification</b>
Adam Clevenger	All members of Council	04/23/2018	Yes	Resigned	7 <sup>th</sup> District resident
John Sydnor	All members of Council	10/24/2017	Yes	Application included	EnRichmond Foundation representative
Norman Merrifield	All members of Council	05/22/2011	No	-	Department of Parks, Recreation and Community Facilities staff representative

### **Contact:**

Wanda Marable, Executive Assistant  
Parks, Recreation and Community Facilities  
804-646-1128 (o)  
[Wanda.marable@richmondgov.com](mailto:Wanda.marable@richmondgov.com)







City of Richmond, Virginia  
City Council

**Authorities, Boards, Commissions and Task Forces Application**

(Name of Authority, Board, Commission or Task Force)

**ADVISORY BOARD OF RECREATION AND PARKS**

Title: \_\_\_\_\_  
Name: *Christopher E Frelke*  
Home Address: 006722 STUART AVE RICHMOND VA 23226  
Home Telephone: 804-646-3399 Home Fax: \_\_\_\_\_  
Personal E-Mail Address: Christopher.Frelke@richmondgov.com  
Employer: City of Richmond  
Job Title: Director of Parks, Recreation and Community Facilities How Long? \_\_\_\_\_  
Business Address: 001209 ADMIRAL ST. RICHMOND VA 23220  
Business Telephone: 804-646-3399 Ext: \_\_\_\_\_ Business Fax: \_\_\_\_\_  
Business E-Mail Address Christopher.Frelke@richmondgov.com  
Is Your Place of Employment Located in the city of Richmond Yes  
Is your Place of Employment Located in the County? No If Yes, Which County? \_\_\_\_\_  
Are You A City Resident? Yes If Yes, Which City Council District? 1 Number of Years? \_\_\_\_\_

Do you or your employer have a contract, other than a contract of employment, either with the city of Richmond or with the entity to which you are seeking appointment? No

If yes, please provide information on the nature of the contract.

Please List Your Educational Background and/or Other Expertise or Qualifications You Will Bring to This Authority, Board, Commission or Task Force:

*As Director of Parks and Recreation I work with this Board to help further the mission of our organization*

List other city of Richmond Authorities, Boards, Commissions or Task Forces you currently or have previously served on. Please give date(s) and office(s) held, if applicable.

*None- City of Richmond Employee*

Other Community Involvement:

*Board member of Monroe Park Conservancy and Maymount*

(OPTIONAL) Please List Additional Information You Would Like Considered, or You May Copy and Paste Your Short Resume.



City of Richmond, Virginia  
City Council

**Authorities, Boards, Commissions and Task Forces Application**

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**How Did You Hear About or Who Referred You to Apply for Appointment to This Authority, Board, Commission or Task Force?**

*Was made aware by the Commission office that we had not updated this Vacancy with my hire*

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**NOTE: This application is a public document. Completed applications will remain on file for consideration for six (6) months at which time it must be updated.**

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# Aging and Disabilities Advisory Board

## Vacancy Chart

*as of*

November 12, 2018

The Board shall be composed of nine (9) members nominated and appointed by the Council.

Of the nine members:

- A. One member shall be a representative of the business community with primary residence or principal place of business located within the city of Richmond,
- B. Two members shall be residents of the city who are persons with disabilities,
- C. Two members shall be residents of the city who are senior citizens,
- D. One member shall be either a member of the Council or a City employee,
- E. One member shall be a resident of the city who is a caregiver of at least one person with a disability,
- F. One member shall be a caregiver of at least one senior citizen and
- G. One member shall be either an attorney or paralegal (i) whose firm or office routinely represents or handles cases for senior citizens or persons with disabilities, (ii) who has experience addressing issues related to the American with Disabilities Act and (iii) who shall not be required to be a resident of or have a principal place of business in the city.

*This board has not yet been assigned to a standing committee.*

<b>Member</b>	<b>Patron</b>	<b>Expiration Date</b>	<b>Eligible for Reappoint.</b>	<b>Interested in Reappoint.</b>	<b>Qualification</b>
Melanie Lee	All members of Council	11/10/2018	Yes	Application included	G

### Contact:

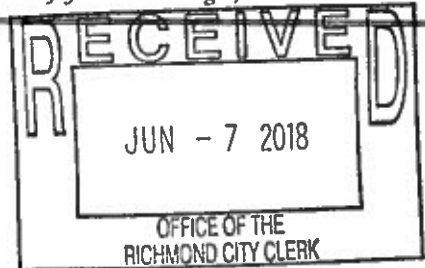
Pearl Langhorne  
Administrative Program Support Assistant  
Human Services  
900 East Broad Street  
Richmond, Va. 23219  
[Pearl.langhorne@richmondgov.com](mailto:Pearl.langhorne@richmondgov.com)  
804-646-5823 (o)



**City of Richmond, Virginia**  
**City Council**  
**Authorities, Boards, Commissions and Task Forces**  
**Reappointment Application**

(Please Print or Type)

Name of Authority, Board, Commission or Task Force: <i>Aging and Disabilities Board</i>	
Title: Mr. <input type="checkbox"/> Mrs. <input checked="" type="checkbox"/> Ms. <input type="checkbox"/> Miss. <input type="checkbox"/> Dr. <input type="checkbox"/> Other: <input type="checkbox"/>	
Last Name: <i>Lee</i>	First Name: <i>Melanie</i>
Home Street Address: <i>2190brien Rd</i>	Home Telephone: <i>804-308-9072</i>
Home City, Zip Code: <i>Richmond VA 23227</i>	Home Fax:
Personal E-Mail Address: <i>melanielee@mllelaw.com</i>	
Employer: <i>Lee Law office</i>	
Job Title: <i>Owner</i>	How Long? <i>14</i>
Business Street Address: <i>1809 W. Main st.</i>	Business Telephone:
Business City, Zip Code: <i>Richmond VA 23220</i>	Business Fax:
Business E-Mail Address: <i>same</i>	
Is your place of employment located in the city of Richmond? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Is your place of employment located in the county? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, which county?	
Are you a city resident? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, which City Council district? Number of years?	
Do you or your employer have a contract, other than a contract of employment, either with the city of Richmond or with the entity to which you are seeking appointment? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
If yes, please provide information on the nature of the contract.	
Signature: <i>Melanie M. Lee</i>	Date: <i>6/7/18</i>
<i>(By signing, forwarding or otherwise transmitting this form, you certify that all information submitted for consideration is true and accurate to the best of your knowledge.)</i>	



NOTE: This application is a public document.

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# Community Policy and Management Team

## Vacancy Chart

*As of*  
November 12, 2018

The Commission shall consist of the following members as set forth in section 2.2-5205 of the Code of Virginia, (1950), as amended:

- a. Director of Social Services.
- b. Chief Executive Officer of the Richmond Behavioral Health Authority.
- c. Director of Thirteenth District Court Services Unit.
- d. Director of the Richmond City Health District.
- e. Director of Justice Services.
- f. Superintendent of Public Schools.
- g. A parent representative who receives or has received services for the representative's child or foster child through one or more of the agencies participating in the Community Policy and Management Team.
- h. A representative of a private organization located within the City that (i) serves children and families in the City, (ii) has a provider contract with the City's Comprehensive Services Act office, (iii) is in compliance with its provider contract and (iv) is properly licensed by the Commonwealth as a provider of services to children and families. If this representative's organization fails to remain in good standing pursuant to its contract with the City's Comprehensive Services Act office, then the representative's seat on the team will become vacant immediately upon the occurrence of such failure, and the Council will appoint a new representative from a different eligible organization.
- i. An elected official or an appointed official or the designee thereof from the City Council.

*(Assigned to the Education and Human Services Standing Committee)*

<b>Member</b>	<b>Patron</b>	<b>Expiration Date</b>	<b>Eligible for Reappoint.</b>	<b>Interested in Reappoint.</b>	<b>Qualification</b>
Harley Tomey	All members of Council	07/01/2018	No	-	(g)
Nancy Toscano	All members of Council	07/01/2018	No	-	(h)

**Contact:**

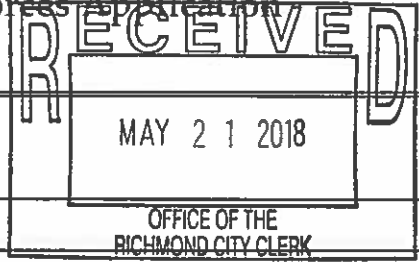
Patricia Wallace  
CSA Program Administrative Support  
804-646-3302 (o)  
[Patricia.wallace@richmondgov.com](mailto:Patricia.wallace@richmondgov.com)



**City of Richmond, Virginia  
City Council**

**Authorities, Boards, Commissions and Task Forces Application**

(Please Print or Type)



<b>Name of Authority, Board, Commission or Task Force:</b> Richmond CPMT	
<b>Title:</b> Mr. <input type="checkbox"/> Mrs. <input checked="" type="checkbox"/> Ms. <input type="checkbox"/> Miss. <input type="checkbox"/> Dr. <input type="checkbox"/> Other: _____	
<b>Last Name:</b> Mann	<b>First Name:</b> Erica
<b>Home Street Address:</b> 10417 Mountain Glen Parkway	<b>Home Telephone:</b> 804-921-2714
<b>Home City, Zip Code:</b> Glen Allen, VA 23060	<b>Home Fax:</b> NA
<b>Personal E-Mail Address:</b> ericacaldwell@hotmail.com	
<b>Employer:</b> UMFS	
<b>Job Title:</b> Regional Director	<b>How Long?</b> 15 Years
<b>Business Street Address:</b> 3900 W Broad St	<b>Business Telephone:</b> 804-353-4461 X1440
<b>Business City, Zip Code:</b> Richmond VA 23230	<b>Business Fax:</b> 804-355-4157
<b>Business E-Mail Address:</b> emann@umfs.org	
<b>Is your place of employment located in the city of Richmond?</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
<b>Is your place of employment located in the county?</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, which county? _____	
<b>Are you a city resident?</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, which City Council district? _____ <b>Number of years?</b> _____	
<b>Do you or your employer have a contract, other than a contract of employment, either with the city of Richmond or with the entity to which you are seeking appointment?</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
If yes, please provide information on the nature of the contract.   	
<b>Please list your educational background and/or other expertise or qualifications you will bring to this authority, board, commission or task force:</b> For the last 15 years, I have worked at UMFS in our community-based programs, to include programs such as Treatment Foster Care, In-Home Services, Adoption, Intensive Care Coordination, Family Support Partners, and TTS in the school. With these programs, I have collaborated with the wide array of Richmond City children, families, and employees in multiple systems. These programs have allowed me to hear the needs of the Richmond community and improve our services to ensure families are successful. I have executed our strategic plan by developing processes and metrics with my teams to implement our short-term and long-term strategic goals to include social impact, improving our culture and staff satisfaction, improving our financial health, and improving the quality of our services. I am responsible for managing all community-based budgets, staffing, and programming for the Richmond area and the Fredericksburg area. I am an active part of system collaboration for new services, such as developing an integrated health program with Bon Secours and partnering with EBA to start a Functional Family Therapy Program in Fredericksburg. These programs have required more	

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City of Richmond, Virginia  
City Council

Authorities, Boards, Commissions and Task Forces Application

continuous feedback with our partners to better understand their system and create sustainable, change management strategies. I have also been a part of smaller pilots aimed at system's change within the Richmond community, such as 30 Days to Family, to help foster youth connect with relatives within 30 days of entering care and Grief Camp, a partnership with Comfort Zone Camp to help foster youth grieve their losses of being removed from their birth family.

I received an MA in Psychology from the College of William and Mary and went on to receive an MSW from VCU. I received my LCSW in 2007. Other experiences include a graduate from the Emerging Leaders Program 2014, and the Executive Leadership Program with the Alliance 2017-2018.

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**City of Richmond, Virginia  
City Council**

**Authorities, Boards, Commissions and Task Forces Application**

**List other city of Richmond authorities, boards, commissions or task forces you currently or have previously served on. Please give date(s) and office(s) held, if applicable.**

Entity: Richmond City FAPT  
 Date(s) Served: 2011-2017 Office(s) Held: Private Provider Rep

Entity: Central Region Systems of Care Steering Committee  
 Date(s) Served: 2014-current Office(s) Held: \_\_\_\_\_

Entity: \_\_\_\_\_  
 Date(s) Served: \_\_\_\_\_ Office(s) Held: \_\_\_\_\_

**Other community involvement:**

I have been running grief groups for Full Circle since 2009, which serves the Richmond-Metro area. From 2014-2016, I served on multiple committees to support Non-Profit Learning Point, that supports all non-profits in the area. I am currently an active PTA member for Henrico County.

**OPTIONAL**

**Please list additional information you would like considered, or you may attach your resume or other information.**

As mentioned above, I have participated in and helped to oversee the Central Region Systems of Care Grant in partnership with Richmond City CSA and CSB since 2014. This grant is a public-private partnership with Richmond and several surrounding counties to better support family voice, cultivate the Family Support Partner Service in our region, and improve our Systems of Care model in our region. This grant team received the Precious Medal Award in 2015 by OCS. We were able to renew this grant and I continue to oversee and actively support this grant. In addition, we have partnered with RBHA to provide Family Support Partners for the CREST program for the whole region.

Check this box if your resume is attached.

**How did you hear about or who referred you to apply for appointment to this authority, board, commission or task force?**  
 VCOPPA email

**NOTE: This application is a public document. Completed applications will remain on file for consideration for six (6) months at which time it must be updated.**

Office of the City Clerk, 900 East Broad Street, Suite 200, Richmond, Virginia U.S.A. 23219  
 Telephone: (804) 646-7955 • Fax: (804) 646-7736  
[www.richmondgov.com/cityclerk](http://www.richmondgov.com/cityclerk)





City of Richmond, Virginia  
City Council  
Authorities, Boards, Commissions and Task Forces Application

Signature: Erica Mann

Date: 5/21/18

*(By signing, forwarding or otherwise transmitting this form, you certify that all information submitted for consideration is true and accurate to the best of your knowledge)*

**NOTE:** This application is a public document. Completed applications will remain on file for consideration for six (6) months at which time it must be updated.

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# Board of Building Code Appeals, General Division

## Vacancy Chart

*As of*  
November 12, 2018

When feasible, the Board of Building Code Appeals, General Division shall consist of one (1) licensed general contractor engaged primarily in the building of commercial buildings and structures; one (1) licensed architect or one licensed engineer, who is currently engaged in the active design of buildings and structures; and three (3) citizens with knowledge of the building construction trade. Three (3) alternate members shall be appointed to serve in the absence of any regular member of the board. *Alternate members must meet the same qualification as the members. (Opinion from Law Department dated 10/19/2012)* All members appointed by the City Council shall be a resident of the City or shall be an employee of a firm which has a place of business within the City. Employees or officials of the City shall not serve as board members.

*(Assigned to the Land Use, Housing & Education Standing Committee)*

<b>Member</b>	<b>Patron</b>	<b>Expiration Date</b>	<b>Eligible for Reappoint.</b>	<b>Interested in Reappoint.</b>	<b>Qualification</b>
Robert Easter	All members of Council	09/28/2018	Yes	Application included	Licensed architect or licensed engineer currently engaged in the active design of buildings and structures
James Snowa	All members of Council	01/28/2016	Yes	No	Alternate
Vacant	All members of Council	-	-	-	Alternate

**Contact:**

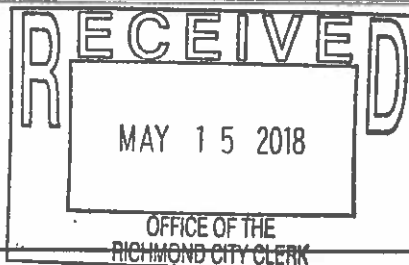
Douglas Murrow, Building Commissioner  
 Planning & Development Review  
 (804) 646 - 6958



**City of Richmond, Virginia**  
**City Council**  
**Authorities, Boards, Commissions and Task Forces**  
**Reappointment Application**

(Please Print or Type)

Name of Authority, Board, Commission or Task Force: Board of Building Code Appeals	
Title: Mr. <input checked="" type="checkbox"/> Mrs. <input type="checkbox"/> Ms. <input type="checkbox"/> Miss. <input type="checkbox"/> Dr. <input type="checkbox"/> Other: <input type="checkbox"/>	
Last Name: Easter	First Name: Robert
Home Street Address: 9921 Oldfield Drive	Home Telephone: (804) 447-8642
Home City, Zip Code: Richmond, VA 23235	Home Fax: NA
Personal E-Mail Address: reaster@keiarchitects.com	
Employer: KEi Architects	
Job Title: President	How Long? 35 years
Business Street Address: 100 West Franklin Street, Suite 400	Business Telephone: (804) 788-0338
Business City, Zip Code: Richmond, VA 23220	Business Fax: NA
Business E-Mail Address: reaster@keiarchitects.com	
Is your place of employment located in the city of Richmond? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Is your place of employment located in the county? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, which county?	
Are you a city resident? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If yes, which City Council district? 4 <sup>th</sup> Number of years? 30	
Do you or your employer have a contract, other than a contract of employment, either with the city of Richmond or with the entity to which you are seeking appointment? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
If yes, please provide information on the nature of the contract. To provide architectural services (currently with the Lumpkins Jail Project).	
Signature: <u>Robert L. Easter</u>	Date: <u>May 14, 2018</u>
(By signing, forwarding or otherwise transmitting this form, you certify that all information submitted for consideration is true and accurate to the best of your knowledge.)	



NOTE: This application is a public document.

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# City Planning Commission

## Vacancy Chart

*as of*

November 12, 2018

The Planning Commission shall consist of nine (9) members. One member shall be a member of Council who shall be appointed by the Council for a term coincident with their term on Council; one member shall be a member of the Board of Zoning Appeals appointed by the Board of Zoning Appeals for a term coincident with their term on such board; one member shall be the Chief Administrative Officer or an officer or employee of the City designated from time to time by the Chief Administrative Officer; six (6) citizen members shall be qualified voters of the City who hold no office of profit under the City government (one shall be appointed by the Mayor and five appointed by the City Council).

*(Assigned to the Land Use, Housing & Education Standing Committee)*

<b>Member</b>	<b>Patron</b>	<b>Expiration Date</b>	<b>Eligible for Reappoint.</b>	<b>Interested in Reappoint.</b>	<b>Qualification</b>
David Johannas	All members of Council	07/23/2018	Yes	Application included	Qualified voter


**Contact:**

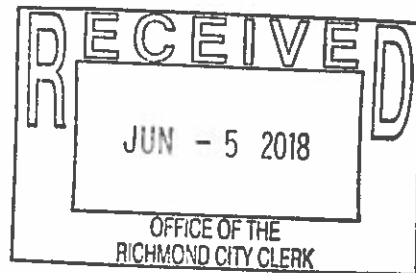
Matthew Ebinger  
Principal Planner, Land Use Administration  
Department of Planning & Development Review  
[Matthew.ebinger@richmondgov.com](mailto:Matthew.ebinger@richmondgov.com)  
804-646-6308



City of Richmond, Virginia  
City Council  
Authorities, Boards, Commissions and Task Forces  
**Reappointment Application**

(Please Print or Type)

Name of Authority, Board, Commission or Task Force: <b>PLANNING COMMISSION</b>	
Title: Mr. <input checked="" type="checkbox"/> Mrs. <input type="checkbox"/> Ms. <input type="checkbox"/> Miss. <input type="checkbox"/> Dr. <input type="checkbox"/> Other: <input type="checkbox"/>	
Last Name: <b>Johannas</b>	First Name: <b>David</b>
Home Street Address: <b>711 Byrd Park Court</b>	Home Telephone: <b>804-359-0711</b>
Home City, Zip Code: <b>Richmond, 23220</b>	Home Fax: <input type="text"/>
Personal E-Mail Address: <b>dave@johannasdesign.com</b>	
Employer: <b>Johannas Design Group</b>	
Job Title: <b>Principal</b>	How Long? <b>18 years</b>
Business Street Address: <b>1901 West Cary Street</b>	Business Telephone: <b>804 358 4993</b>
Business City, Zip Code: <b>Richmond, 23220</b>	Business Fax: <b>804 358 8211</b>
Business E-Mail Address: <b>dave@johannasdesign.com</b>	
Is your place of employment located in the city of Richmond? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Is your place of employment located in the county? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, which county?	
Are you a city resident? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If yes, which City Council district? <b>5<sup>th</sup></b> Number of years? total <b>34yrs</b>	
Do you or your employer have a contract, other than a contract of employment, either with the city of Richmond or with the entity to which you are seeking appointment? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
If yes, please provide information on the nature of the contract.	
Signature: 	Date: <b>6/4/18</b>
<p><i>(By signing, forwarding or otherwise transmitting this form, you certify that all information submitted for consideration is true and accurate to the best of your knowledge.)</i></p>	



NOTE: This application is a public document.

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## DAVID JOHANNAS, AIA, NCARB, PRINCIPAL

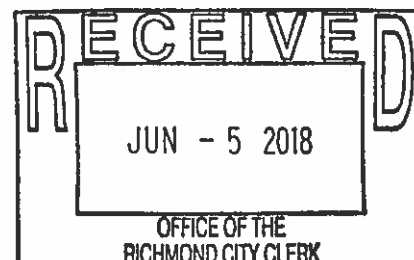
### BIO

*"Design is an interpretive art focusing on the integration of architecture and the environment."*

David Johannas has over 25 years of experience in architecture, interior projects and planning throughout North America. His work encompasses a variety of innovations in urban design involving mixed-use, high-end residential and retail, with a particular interest in historic preservation and adaptive re-use.

After graduating from the University of Oregon in 1975, David received a wide range of experience working with different scale architectural offices in Edmonton, Alberta, New York City (including Martin Dorf, Peter Marino, and Gensler), Denver, Colorado and Richmond, Virginia. He established his own practice in 2000. At UC Berkeley David studied under the auspices of Christopher Alexander. He apprenticed with Richard and Dion Neutra of Los Angeles.

Architecture has been a life pursuit for David. He has maintained fervor toward the design of buildings, responding to the fashion trends of modern architecture, while maintaining his own design philosophy. He has a wide range of experience with public and private sector clients in North America and has worked extensively in the Richmond area. He and his wife reside in Richmond's historic Byrd Park Neighborhood.



## **EDUCATION**

- 9/72-12/75      University of Oregon, Eugene OR  
Bachelor of Architecture, five-year program
- Spring 1975      University of California at Berkeley, Berkeley, CA  
Urban Design Studio Program
- 9/69-6/72      Case Western Reserve University, Cleveland, OH  
Major: Urban and Environmental Studies

## **COMMUNITY SERVICE**

- 2/17- present      City of Richmond Urban Design Committee
- 7/12 - present      City of Richmond Planning Commissioner
- 1/12 – present      Uptown Association Board Member
- 10/04 – present      City of Richmond: Commission of Architectural Review  
Commission Member and Chairman (2008-2009) AIA  
James River Chapter Appointee
- 4/02 – 4/10      Urban Land Institute  
Member
- 499-7/01      City of Richmond: Urban Design Committee  
Chairman (2000-2001), Vice Chairman (1999-2000)
- 9/97-9/98      Your Neighbors Uptown Master Planning Committee  
Member
- 4/95-6/96      Lower Fan Civic Association  
President
- 8/95-6/97      Fan District Association: Master Planning Committee  
Chairman (1995), Member (1996-1997)
- 6/95-7/01      City of Richmond, Urban Design Committee  
Commission Member
- 9/85-9/87      Monument Avenue Preservation Society

# Clean City Commission

## Vacancy Chart

*As of*  
November 12, 2018

Fifteen (15) members appointed by Council, of which nine (9) members shall be from among the eligible voters within each voting district, five (5) members shall be corporate/citizen volunteers, one (1) member shall be the Director of Public Works, or his designee.

The Commission shall have five subcommittees as follows:

- Communications
- Schools
- Business and Industry
- Community Organizations
- Municipal Operations

*(Assigned to the Land Use, Housing & Education Standing Committee)*

<b>Member</b>	<b>Patron</b>	<b>Expiration Date</b>	<b>Eligible for Reappoint.</b>	<b>Interested in Reappoint.</b>	<b>Qualification</b>
Wanda McGee	All members of Council	10/25/2018	Yes	Application included	Corporate or citizen volunteer
Stephenie Harrington	All members of Council	05/13/2018	Yes	No	5 <sup>th</sup> District qualified voter
Wesley Hedgepeth	All members of Council	05/08/2018	Yes	Resigned	Corporate or citizen volunteer

### Contact:

Darlene Mallory, Support Services Manager/Clean City Commission Coordinator  
Department of Public Works  
3506 N. Hopkins Road  
804-646-8325  
[Darlene.mallory@richmondgov.com](mailto:Darlene.mallory@richmondgov.com)





City of Richmond, Virginia  
City Council

**Authorities, Boards, Commissions and Task Forces Application**

(Name of Authority, Board, Commission or Task Force)

**CLEAN CITY COMMISSION**

Title: \_\_\_\_\_  
Name: *James B Arnold*  
Home Address: 000721 TREVOR TER RICHMOND VA 23139  
Home Telephone: 8045512060 Home Fax: \_\_\_\_\_  
Personal E-Mail Address: jbrandona119@gmail.com  
Employer: Markel Insurance  
Job Title: Claims Technician How Long? 1  
Business Address: 004600 COX ROAD GLEN ALLEN VA 23060  
Business Telephone: \_\_\_\_\_ Ext: \_\_\_\_\_ Business Fax: \_\_\_\_\_  
Business E-Mail Address \_\_\_\_\_  
Is Your Place of Employment Located in the city of Richmond  No   
Is your Place of Employment Located in the County?  Yes  If Yes, Which County? henrico  
Are You A City Resident?  Yes  If Yes, Which City Council District? 4 Number of Years? 1

Do you or your employer have a contract, other than a contract of employment, either with the city of Richmond or with the entity to which you are seeking appointment?  No

If yes, please provide information on the nature of the contract.

Please List Your Educational Background and/or Other Expertise or Qualifications You Will Bring to This Authority, Board, Commission or Task Force:

*High School Diploma, currently a student at Western Governors University majoring in Business Management  
Advanced Computer skills  
Decision Making  
High pressure work  
Dedicated  
Very hard working  
A people person*

List other city of Richmond Authorities, Boards, Commissions or Task Forces you currently or have previously served on. Please give date(s) and office(s) held, if applicable.

*None*

Other Community Involvement:

*I am starting to volunteer with Housing Families First within the next couple weeks*

7/18/18



City of Richmond, Virginia  
City Council

**Authorities, Boards, Commissions and Task Forces Application**

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**(OPTIONAL) Please List Additional Information You Would Like Considered, or You May Copy and Paste Your Short Resume.**

*<https://docs.google.com/document/d/1VFbUzRpVtOV1pvZoWK-YbauY6-HWOaL3N72wQGT76E0/edit?usp=sharing>*

---

**How Did You Hear About or Who Referred You to Apply for Appointment to This Authority, Board, Commission or Task Force?**

*RunForSomething.com*

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**NOTE: This application is a public document. Completed applications will remain on file for consideration for six (6) months at which time it must be updated.**

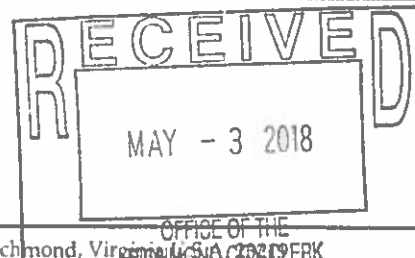
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City of Richmond, Virginia  
City Council  
Authorities, Boards, Commissions and Task Forces  
**Reappointment Application**

(Please Print or Type)

Name of Authority, Board, Commission or Task Force: <p style="text-align: center;">Clean City Commission</p>	
Title: Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms. <input checked="" type="checkbox"/> Miss. <input type="checkbox"/> Dr. <input type="checkbox"/> Other: _____	
Last Name: McGee	First Name: Wanda
Home Street Address: 3203 Sorrel Springs	Home Telephone: 804-55605220
Home City, Zip Code: Goochland, VA 23063	Home Fax: _____
Personal E-Mail Address: wkmcgee@aol.com	
Employer: Self; Four Season Recycling	
Job Title: Owner/President	How Long? 9 yrs
Business Street Address: 1320 Valley Rd	Business Telephone: 804-550-3460
Business City, Zip Code: Richmond, VA 23222	Business Fax: 866-460-3017
Business E-Mail Address: wanda@fourseasonrecycling.com	
Is your place of employment located in the city of Richmond? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Is your place of employment located in the county? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, which county? _____	
Are you a city resident? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, which City Council district? _____ Number of years? _____	
Do you or your employer have a contract, other than a contract of employment, either with the city of Richmond or with the entity to which you are seeking appointment? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
If yes, please provide information on the nature of the contract.   	
Signature: <u>Wanda McGee</u>	Date: 04-25-2018
<i>(By signing, forwarding or otherwise transmitting this form, you certify that all information submitted for consideration is true and accurate to the best of your knowledge.)</i>	



NOTE: This application is a public document.

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[www.richmondgov.com/cityclerk](http://www.richmondgov.com/cityclerk)

# Commission of Architectural Review

## Vacancy Chart *as of* November 12, 2018

The Commission of Architectural Review shall consist of nine members who are citizens of the City, one of whom shall be a resident of a City Old and Historic District. One member shall be appointed from at least three nominees made by the Richmond Chapter of the American Institute of Architects, one shall be appointed from at least nominees made by the Historic Richmond Foundation, one shall be appointed from at least three nominees made by the Richmond Association of Realtors, and six shall be citizens of the city at-large. One of the at-large members shall serve a concurrent term on the Urban Design Committee.

*(Assigned to the Land Use, Housing & Education Standing Committee)*

<b>Member</b>	<b>Patron</b>	<b>Expiration Date</b>	<b>Eligible for Reappoint.</b>	<b>Interested in Reappoint.</b>	<b>Qualification</b>
Joseph Yates	All members of Council	07/31/2018	No	-	Historic Richmond Foundation Representative
James Klaus	All members of Council	07/09/2018	Yes	Application included	Citizen of the city appointed at-large
Andrew McRoberts	All members of Council	07/09/2018	Yes	No	Citizen of the city appointed at-large
Carey Jones	All members of Council	06/26/2018	Yes	Resigned	Citizen of the city appointed at-large

### **Contact:**

Chelsea Jeffries, AICP  
Secretary to the Commission of Architectural Review  
Department of Planning & Development Review  
(804) 646-3709  
[chelsea.jeffries@richmondgov.com](mailto:chelsea.jeffries@richmondgov.com)



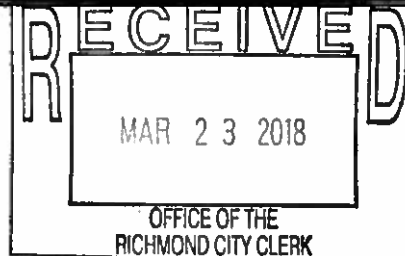
**City of Richmond, Virginia  
City Council  
Authorities, Boards, Commissions and Task Forces  
Reappointment Application**

(Please Print or Type)

Name of Authority, Board, Commission or Task Force: Commission of Architectural Review	
Title: Mr. <input checked="" type="checkbox"/> Mrs. <input type="checkbox"/> Ms. <input type="checkbox"/> Miss. <input type="checkbox"/> Dr. <input type="checkbox"/> Other: <input type="checkbox"/>	
Last Name: KLAUS	First Name: JAMES
Home Street Address: 2222 Grove Ave	Home Telephone (804) 519-7011
Home City, Zip Code: Richmond, VA 23220	Home Fax:
Personal E-Mail Address: jimk@richmondrygoods.com	
Employer: Richmond Dry Goods Co., INC.	
Job Title: owner	How Long? 25 years
Business Street Address: 20 Tow Path Lane So.	Business Telephone:
Business City, Zip Code: Richmond, VA 23221	Business Fax:
Business E-Mail Address: same as above	
Is your place of employment located in the city of Richmond? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Is your place of employment located in the county? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, which county?	
Are you a city resident? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If yes, which City Council district? 2 <sup>nd</sup> Number of years? 23 yrs.	
Do you or your employer have a contract, other than a contract of employment, either with the city of Richmond or with the entity to which you are seeking appointment? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
If yes, please provide information on the nature of the contract.	

Signature:  Date: 3/5/18

*(By signing, forwarding or otherwise transmitting this form, you certify that all information submitted for consideration is true and accurate to the best of your knowledge.)*



**NOTE: This application is a public document.**

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City of Richmond, Virginia  
City Council

Authorities, Boards, Commissions and Task Forces Application

(Name of Authority, Board, Commission or Task Force)

COMMISSION OF ARCHITECTURAL REVIEW

Title: [Redacted]

Name: Sean M Wheeler

Home Address: 000407 W MARSHALL ST RICHMOND VA 23220

Home Telephone: 8046776376 Home Fax: [Redacted]

Personal E-Mail Address: sean.matthew.wheeler@gmail.com

Employer: Walter Parks Architects

Job Title: Architect How Long? [Redacted]

Business Address: 000313 N ADAMS ST RICHMOND VA 23220

Business Telephone: 8045521612 Ext: [Redacted] Business Fax: [Redacted]

Business E-Mail Address sean@wparks.com

Is Your Place of Employment Located in the city of Richmond Yes

Is your Place of Employment Located in the County? No If Yes, Which County? [Redacted]

Are You A City Resident? Yes If Yes, Which City Council District? 2 Number of Years? [Redacted]

Do you or your employer have a contract, other than a contract of employment, either with the city of Richmond or with the entity to which you are seeking appointment? No

If yes, please provide information on the nature of the contract.

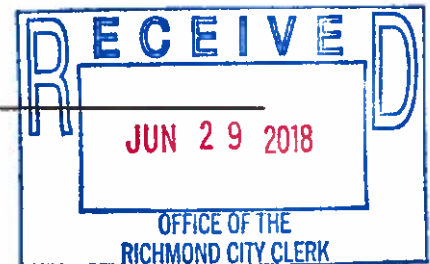
Please List Your Educational Background and/or Other Expertise or Qualifications You Will Bring to This Authority, Board, Commission or Task Force:

As an architect and a resident in Jackson Ward for over 10 years, I have designed numerous historic rehabilitation projects throughout the City of Richmond and live in an 1885 house that I renovated using historic tax credits.

List other city of Richmond Authorities, Boards, Commissions or Task Forces you currently or have previously served on. Please give date(s) and office(s) held, if applicable.

Licensed architect specializing in historic rehabilitation and new mixed-use construction.

Other Community Involvement:



(OPTIONAL) Please List Additional Information You Would Like Considered, or You May Copy and Paste Your Short Resume.



City of Richmond, Virginia  
City Council

Page 2 of 2

Authorities, Boards, Commissions and Task Forces Application

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*HJWA Association*

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**How Did You Hear About or Who Referred You to Apply for Appointment to This Authority, Board, Commission or Task Force?**

*Referred by CAR Vice Chair, Jason Hendricks*

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**NOTE: This application is a public document. Completed applications will remain on file for consideration for six (6) months at which time it must be updated.**

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[www.richmondgov.com/cityclerk](http://www.richmondgov.com/cityclerk)





4 East Main Street, Suite 1C  
Richmond, Virginia 23219

Tel: 804.643.7407  
Fax: 804.788.4244

[www.HistoricRichmond.com](http://www.HistoricRichmond.com)

**BOARD OF TRUSTEES**

David I. Meyers, President  
Harold J. Williams III,  
First Vice President  
R. Scott Ukrop,  
Second Vice President  
Martha A. Warthen, Secretary  
Robert A. Vallejo, Treasurer  
Jonathan H. Bliley  
Andrew K. Clark  
Robert E. Comet  
Betty M. Fahed  
Susan S. Fisher  
Todd R. Flowers  
Douglas J. Hanson  
Mark A. Herzog  
Gregory H. Ray  
William S. Tate  
Benjamin A. Thompson  
Harry A. Turton, Jr.  
Julie W. Weissend  
Steven R. Williams  
Elise H. Wright, Life Trustee

**COUNCIL**

Allison Woodward, President

**JUNIOR BOARD**

Staci Phillips, President

**BOARD OF ADVISORS**

Coleen A. Butler Rodriguez  
Nancy N. Cheely  
Karen S. Emroch  
Thomas E. Fahed  
John Owen Gwathmey  
Daniel P. Healy  
James Hill  
C. N. Jenkins, Jr.  
James W. Klaus  
Calder C. Loth  
Alice Reed McGuire  
Robert W. "Robin" Miller, Jr.  
Burt Pinnock  
Davis W. Rennolds  
J. Sargeant Reynolds, Jr.  
Carol L. Robbins  
Mary Harding Sadler  
Elizabeth Carrington Shuff  
Curtis Straub  
Barbara B. Ukrop  
Harry J. Warthen, III  
Catherine Whitham  
Lorna Wyckoff

**EXECUTIVE DIRECTOR**

Cyane B. Crump

June 12, 2018

**Via Electronic Mail: [Alexander.rawles@richmondgov.com](mailto:Alexander.rawles@richmondgov.com)**

Members of Richmond City Council's  
Land Use, Housing and Transportation Standing Committee  
c/o Alexander B. Rawles  
Boards and Commissions Administrator  
Office of the City Clerk  
City of Richmond  
900 East Broad Street, Suite 200  
Richmond, Virginia 23219

**Re: Historic Richmond - Candidate For Appointment to City of Richmond  
Commission of Architectural Review**

Ladies and Gentlemen:

I am writing to you today to provide the following names as candidates for appointment to the City of Richmond Commission of Architectural Review (CAR) under Code Section 30-930.3(b)(2) in our order of preference.

1. Kathleen Morgan
2. Lane Pearson

We understand that both candidates have submitted or will shortly submit applications via the City's website. Ms. Morgan's resume is attached here for your convenience. We believe that both candidates are eminently qualified for service on the Commission of Architectural Review.

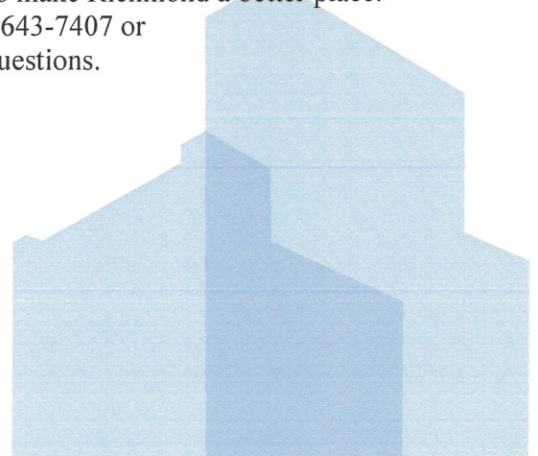
Historic Richmond is pleased to have had a longstanding relationship working with CAR to protect the historic, architectural, cultural and artistic heritage of the City of Richmond. In this regard, we are grateful for the opportunity to submit these candidates for your consideration.

We thank you for the care and attention you devote to matters impacting Richmond and we appreciate your efforts to make Richmond a better place. Please do not hesitate to contact me at 804-643-7407 or [ccrump@historichrichmond.com](mailto:ccrump@historichrichmond.com) with any questions.

Sincerely,

Cyane B. Crump  
Executive Director

cc: David I. Meyers, Esq.



**Building on history**





**Authorities, Boards, Commissions and Task Forces Application**

(Name of Authority, Board, Commission or Task Force)

**COMMISSION OF ARCHITECTURAL REVIEW**

Title: \_\_\_\_\_  
Name: *Kathleen Morgan*  
Home Address: 000133 W JACKSON ST APT A RICHMOND VA 23221  
Home Telephone: 8043807955 Home Fax: \_\_\_\_\_  
Personal E-Mail Address: kthln.mrgn@gmail.com  
Employer: Sadler & Whitehead Architects, PLC  
Job Title: Project Manager How Long? \_\_\_\_\_  
Business Address: 000726 W 33RD ST RICHMOND VA 23225  
Business Telephone: 8042315299 Ext: \_\_\_\_\_ Business Fax: \_\_\_\_\_  
Business E-Mail Address kathleen@sadlerandwhitehead.com  
Is Your Place of Employment Located in the city of Richmond  Yes  
Is your Place of Employment Located in the County?  No If Yes, Which County? \_\_\_\_\_  
Are You A City Resident?  Yes If Yes, Which City Council District? 2 Number of Years? 4

Do you or your employer have a contract, other than a contract of employment, either with the city of Richmond or with the entity to which you are seeking appointment?  No

If yes, please provide information on the nature of the contract.

Please List Your Educational Background and/or Other Expertise or Qualifications You Will Bring to This Authority, Board, Commission or Task Force:

*I received a bachelor's degree in Historic Preservation from the University of Mary Washington. While there, I was educated in architecture, museum studies, archaeology, preservation planning, and landscape architecture. Upon graduating, I immediately began work advocating for preservation with Historic Richmond. My time at Historic Richmond introduced me to the local historic districts and the Commission of Architectural Review. I frequently attended CAR meetings, as well as Planning Commission, Urban Design Committee, and City Council meetings in order to advocate for good preservation. Working in the non-profit sector allowed me to interact with city officials, members of the public, property owners, contractors, architects and the like on a daily basis. Historic Richmond has many easements on historic buildings throughout the City, and we often guided property owners on how to appropriately treat their historic property. While more-so focused on advocacy, I became interested in being more directly involved with preservation planning. I began working for the City of Petersburg, though still residing in Richmond, as their Preservation Planner to learn more about preservation at the local level. My time in Petersburg was extremely rewarding. I was the secretary to the Architectural Review Board (their CAR equivalent), completed Section 106 reviews, worked closely with DHR*

List other city of Richmond Authorities, Boards, Commissions or Task Forces you currently or have previously served on. Please give date(s) and office(s) held, if applicable.



**Authorities, Boards, Commissions and Task Forces Application**

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**Other Community Involvement:**

*Historic Petersburg Foundation, Board member*

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**(OPTIONAL) Please List Additional Information You Would Like Considered, or You May Copy and Paste Your Short Resume.**

**EDUCATION**

*University of Mary Washington, Fredericksburg, VA  
Bachelor of Arts, Historic Preservation*

**WORK EXPERIENCE**

*Project Manager, September 2017-Present  
Sadler & Whitehead Architects, Richmond, VA*

- *Work with developers, homeowners, architects, contractors, etc. in taking them through the historic tax credit process on the state and federal level*
- *Meet with DHR staff in order to ensure compliance with tax credit program requirements*
- *Complete reports on historic properties for property owners*
- *Provide technical assistance to property owners*

*Zoning Administrator, February 2017-September 2017  
City of Petersburg, Petersburg, VA*

- *Report to the Director of Planning/Economic Development*
- *Secretary to the Board of Zoning Appeals (BZA)*
- *Implement and enforce the zoning ordinance*
- *Review building permits, business licenses, sign permits for compliance*
- *Work with homeowners, developers, architects, engineers, contractors, etc. to provide good customer service and an understanding of the zoning ordinance and applicable processes*
- *Project manage preservation projects and other planning initiatives*

*Preservation Planner, October 2013-February 2017  
City of Petersburg, Petersburg, VA*

- *Reported to the Director of Planning and Community Development*
- *Secretary to the Architectural Review Board (ARB)*
- *Met with citizens, business owners, prospect buyers, developers, contractors, real estate agents, etc. on a daily basis to provide good customer service and an understanding of the historic districts and ARB processes*
- *Conducted Section 106 Reviews, ensuring the City is in state and federal compliance regarding preservation law*
- *The City's Certified Local Government (CLG) contact for DHR*
- *Project managed preservation projects*
- *Ensured the proper stewardship of city-owned historic buildings*
- *Updated design guide to include public art*

*Preservationist, May 2011-October 2013*

*Historic Richmond (formerly Historic Richmond Foundation), Richmond, VA*

- *Attended Commission of Architectural Review meetings, as well as other City of Richmond meetings as needed, to remain up to date on rehabs/infill projects/building materials and ensure that they are in keeping with the historic*



City of Richmond, Virginia  
City Council

**Authorities, Boards, Commissions and Task Forces Application**

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*character of their local district*

- *Worked with local organizations, planners, architects, property owners, and/or contractors on local projects to advocate for preservation issues*
- *Updated HR's "The Official Guide to Historic Richmond"*

*VOLUNTEER EXPERIENCE*    *Historic Petersburg Foundation, Board Member, 2015-Present*

*References available upon request*

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**How Did You Hear About or Who Referred You to Apply for Appointment to This Authority, Board, Commission or Task Force?**

*Cyane Crump, Executive Director of Historic Richmond, referred me to apply for this appointment.*

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**NOTE: This application is a public document. Completed applications will remain on file for consideration for six (6) months at which time it must be updated.**

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# Kathleen Harper Morgan

804.380.7955

kthln.mrgn@gmail.com

## EDUCATION

**University of Mary Washington, Fredericksburg, VA**

Bachelor of Arts, Historic Preservation

## WORK EXPERIENCE

**Project Manager, September 2017-Present**

Sadler & Whitehead Architects, Richmond, VA

- Work with developers, homeowners, architects, contractors, etc. in taking them through the historic tax credit process on the state and federal level
- Meet with DHR staff in order to ensure compliance with tax credit program requirements
- Complete reports on historic properties for property owners
- Provide technical assistance to property owners

**Zoning Administrator, February 2017-September 2017**

City of Petersburg, Petersburg, VA

- Report to the Director of Planning/Economic Development
- Secretary to the Board of Zoning Appeals (BZA)
- Implement and enforce the zoning ordinance
- Review building permits, business licenses, sign permits for compliance
- Work with homeowners, developers, architects, engineers, contractors, etc. to provide good customer service and an understanding of the zoning ordinance and applicable processes
- Project manage preservation projects and other planning initiatives

**Preservation Planner, October 2013-February 2017**

City of Petersburg, Petersburg, VA

- Reported to the Director of Planning and Community Development
- Secretary to the Architectural Review Board (ARB)
- Met with citizens, business owners, prospect buyers, developers, contractors, real estate agents, etc. on a daily basis to provide good customer service and an understanding of the historic districts and ARB processes
- Conducted Section 106 Reviews, ensuring the City is in state and federal compliance regarding preservation law
- The City's Certified Local Government (CLG) contact for DHR
- Project managed preservation projects
- Ensured the proper stewardship of city-owned historic buildings
- Updated design guide to include public art

**Preservationist, May 2011-October 2013**

Historic Richmond (formerly Historic Richmond Foundation), Richmond, VA

- Attended Commission of Architectural Review meetings, as well as other City of Richmond meetings as needed, to remain up to date on rehabs/infill projects/building materials and ensure that they are in keeping with the historic character of their local district
- Worked with local organizations, planners, architects, property owners, and/or contractors on local projects to advocate for preservation issues
- Updated HR's "The Official Guide to Historic Richmond"

## VOLUNTEER EXPERIENCE

**Historic Petersburg Foundation, Board Member, 2015-Present**

*References available upon request*



City of Richmond, Virginia  
City Council

**Authorities, Boards, Commissions and Task Forces Application**

(Name of Authority, Board, Commission or Task Force)

**COMMISSION OF ARCHITECTURAL REVIEW**

Title: \_\_\_\_\_  
Name: Lawrence Pearson  
Home Address: 002605 FENDALL AVE RICHMOND VA 23222  
Home Telephone: \_\_\_\_\_ Home Fax: \_\_\_\_\_  
Personal E-Mail Address: lane@pf-law.com  
Employer: Fleckenstein & Associates, P.C.  
Job Title: Attorney How Long? \_\_\_\_\_  
Business Address: 000311 BOULEVARD RICHMOND VA 23220  
Business Telephone: \_\_\_\_\_ Ext: \_\_\_\_\_ Business Fax: \_\_\_\_\_  
Business E-Mail Address \_\_\_\_\_  
Is Your Place of Employment Located in the city of Richmond  Yes  
Is your Place of Employment Located in the County?  No If Yes, Which County? \_\_\_\_\_  
Are You A City Resident?  Yes If Yes, Which City Council District? 6 Number of Years? 3

Do you or your employer have a contract, other than a contract of employment, either with the city of Richmond or with the entity to which you are seeking appointment?  No

If yes, please provide information on the nature of the contract.

Please List Your Educational Background and/or Other Expertise or Qualifications You Will Bring to This Authority, Board, Commission or Task Force:

*Joint J.D./M.U.R.P with a focus in Historic Preservation and Community Revitalization*

List other city of Richmond Authorities, Boards, Commissions or Task Forces you currently or have previously served on. Please give date(s) and office(s) held, if applicable.

Other Community Involvement:

*Founding Director: Maggie Walker Community Land Trust; Board Chair and Founding Director: Storefront for Community Design*

(OPTIONAL) Please List Additional Information You Would Like Considered, or You May Copy and Paste Your Short Resume.

7/18/18



City of Richmond, Virginia  
City Council

**Authorities, Boards, Commissions and Task Forces Application**

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*Relevant past experience includes serving as a law clerk with the National Trust for Historic Preservation Law Department*

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**How Did You Hear About or Who Referred You to Apply for Appointment to This Authority, Board, Commission or Task Force?**

*Kim Chen and Cyane Crump*

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**NOTE: This application is a public document. Completed applications will remain on file for consideration for six (6) months at which time it must be updated.**

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# Richmond Redevelopment and Housing Authority

## Vacancy Chart

*as of*

November 12, 2018

Section 5.05(d) of the Charter of the City of Richmond (2006) expressly provides that “the appointment of members of a redevelopment and housing authority in the city shall be made by the council.” Section 36-11 of the Code of Virginia (1950) authorizes the Council to provide for not more than nine or less than five commissioners of the Authority. By Resolution No. 99-R46-80, adopted March 22, 1999, the Council increased the number of commissioners from five to seven as authorized by section 36-11 of the Code of Virginia (1950). Resolution No. 2010-R140-162, adopted October 25, 2010, increased the number of commissioners from seven to nine with the addition of a Council-appointed seat and an additional tenant representative seat.

Pursuant to section 36-11 of the Code of Virginia (1950), no commissioner of the Authority may be an officer or employee of the City. By Resolution No. 2003-R230-2004-R18, adopted January 12, 2004, the Council established a procedure to be followed for appointing one member living in public or assisted housing to serve on the Authority’s Board of Commissioners as required by the regulations of the United States Department of Housing and Urban Development. This resolution was further amended by Resolution No. 2010-R141-173, adopted November 8, 2010, which revised the process of appointing the tenant representatives to the board.

*(Assigned to the Land Use, Housing & Transportation Standing Committee)*

<b>Member</b>	<b>Patron</b>	<b>Expiration Date</b>	<b>Eligible for Reappoint.</b>	<b>Interested in Reappoint.</b>	<b>Qualification</b>
Robert Adams	All members of Council	10/25/2018	Yes	Application included	Reside or work in the city

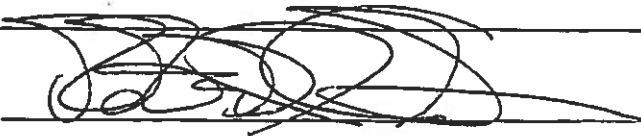
**Contact:**

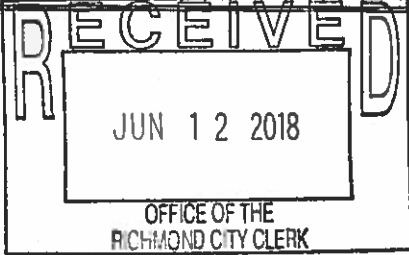
Priscilla Jackson, Executive Administrative Assistant  
Richmond Redevelopment & Housing Authority (RRHA)  
804-780-4246



**City of Richmond, Virginia**  
**City Council**  
**Authorities, Boards, Commissions and Task Forces**  
**Reappointment Application**

(Please Print or Type)

Name of Authority, Board, Commission or Task Force: Richmond Redevelopment and Housing Authority	
Title: Mr. <input checked="" type="checkbox"/> Mrs. <input type="checkbox"/> Ms. <input type="checkbox"/> Miss. <input type="checkbox"/> Dr. <input type="checkbox"/> Other: <input type="checkbox"/>	
Last Name: ADAMS	First Name: ROBERT
Home Street Address: 2120 Hanover Ave	Home Telephone: 804-240-3755
Home City, Zip Code: Richmond 23220	Home Fax:
Personal E-Mail Address: bob@hdadvisors.net	
Employer: self	
Job Title: Principal	How Long? 11 years
Business Street Address: 203 N. Robinson	Business Telephone: 804-915-6729
Business City, Zip Code: Richmond 23220	Business Fax:
Business E-Mail Address: bob@hdadvisors.net	
Is your place of employment located in the city of Richmond? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Is your place of employment located in the county? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, which county?	
Are you a city resident? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If yes, which City Council district? 2nd Number of years? 11	
Do you or your employer have a contract, other than a contract of employment, either with the city of Richmond or with the entity to which you are seeking appointment? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
If yes, please provide information on the nature of the contract.	
Signature: 	Date: 6/11/18
(By signing, forwarding or otherwise transmitting this form, you certify that all information submitted for consideration is true and accurate to the best of your knowledge.)	



NOTE: This application is a public document.

Office of the City Clerk, 900 East Broad Street, Suite 200, Richmond, Virginia U.S.A. 23219  
 Telephone: (804) 646-7955 • Fax: (804) 646-7736  
[www.richmondgov.com/cityclerk](http://www.richmondgov.com/cityclerk)



# Urban Design Committee

## Vacancy Chart

*as of*  
November 12, 2018

The Committee shall consist of ten (10) members who either reside in the City or have their primary place of business in the City. Members shall be appointed by City Council. One (1) of the members of the Committee shall be a registered architect; one (1) shall be a member of a recognized local organization in one of the various fields of static arts; one (1) shall be a member of the faculty of the arts division of a local college or university; one (1) shall be a registered professional engineer; one (1) shall be a business executive or professional; one (1) shall be a registered landscape architect or a person having demonstrated talent in landscape design; one (1) shall be a member of the City Planning Commission; one (1) shall be a member of the Commission of Architectural Review; and two (2) shall be citizens of the City appointed at-large.

*(Assigned to the Land Use, Housing & Education Standing Committee)*

<b>Member</b>	<b>Patron</b>	<b>Expiration Date</b>	<b>Eligible for Reappoint.</b>	<b>Interested in Reappoint.</b>	<b>Qualification</b>
David Johannas	All members of Council	07/23/2018	Yes	Not yet known	City Planning Commission representative
James Klaus	All members of Council	07/09/2018	Yes	Application included	Commission of Architectural Review representative
Dawn Hicks	All members of Council	01/01/2018	Yes	Resigned	Member of a recognized local organization in one of the various fields of static arts
Robert Smith	All members of Council	6/30/2018	Yes	Resigned	Member of the faculty of the arts division of a local college or university


**Contact:**

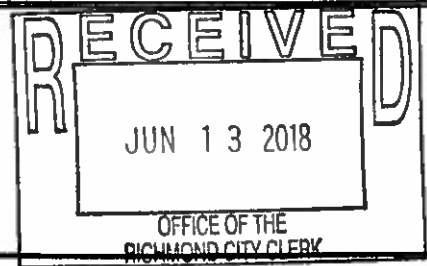
Josh Son  
 Senior Planner & Secretary to the Urban Design Committee  
 Planning and Development Review  
 900 East Broad Street, Suite 511  
 Richmond, Va. 23219  
 804-646-3741 (o)  
[Joshua.son@richmondgov.com](mailto:Joshua.son@richmondgov.com)



City of Richmond, Virginia  
City Council  
Authorities, Boards, Commissions and Task Forces  
**Reappointment Application**

(Please Print or Type)

Name of Authority, Board, Commission or Task Force: <p style="text-align: center;">U.D.C.</p>	
Title: Mr. <input checked="" type="checkbox"/> Mrs. <input type="checkbox"/> Ms. <input type="checkbox"/> Miss. <input type="checkbox"/> Dr. <input type="checkbox"/> Other: <input type="checkbox"/>	
Last Name: <u>KLAUS</u>	First Name: <u>JAMES</u>
Home Street Address: <u>2222 Grove Ave</u>	Home Telephone: <u>(804) 519-7011</u>
Home City, Zip Code: <u>Richmond, VA 23220</u>	Home Fax:
Personal E-Mail Address: <u>jmk@richmondrygoods.com</u>	
Employer: <u>Richmond Dry Goods Co. Inc.</u>	
Job Title: <u>Principal</u>	How Long? <u>3 Yrs</u>
Business Street Address: <u>20 Tow Path Circle</u>	Business Telephone:
Business City, Zip Code: <u>Richmond, VA 23221</u>	Business Fax:
Business E-Mail Address:	
Is your place of employment located in the city of Richmond? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Is your place of employment located in the county? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, which county?	
Are you a city resident? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If yes, which City Council district? Number of years?	
Do you or your employer have a contract, other than a contract of employment, either with the city of Richmond or with the entity to which you are seeking appointment? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
If yes, please provide information on the nature of the contract.	
Signature: <u></u>	Date: <u>6/4/18</u>
(By signing, forwarding or otherwise transmitting this form, you certify that all information submitted for consideration is true and accurate to the best of your knowledge.)	



NOTE: This application is a public document.

Office of the City Clerk, 900 East Broad Street, Suite 200, Richmond, Virginia U.S.A. 23219  
Telephone: (804) 646-7955 • Fax: (804) 646-7736  
[www.richmondgov.com/cityclerk](http://www.richmondgov.com/cityclerk)



City of Richmond, Virginia  
City Council

**Authorities, Boards, Commissions and Task Forces Application**

(Name of Authority, Board, Commission or Task Force)

**URBAN DESIGN COMMITTEE**

Title:

Name: *Emily A Smith*

Home Address: 003229 CLIFF AVENUE RICHMOND VA 23222

Home Telephone: 2068545890 Home Fax:

Personal E-Mail Address: *smithea8@vcu.edu*

Employer: Virginia Commonwealth University

Job Title: Assistant Professor, Interior Design How Long? 3

Business Address: 000325 N HARRISON STREET RICHMOND VA 23284

Business Telephone: 8048281713 Ext:  Business Fax:

Business E-Mail Address *smithea8@vcu.edu*

Is Your Place of Employment Located in the city of Richmond  Yes

Is your Place of Employment Located in the County?  No If Yes, Which County?

Are You A City Resident?  Yes If Yes, Which City Council District? 3 Number of Years? 11

Do you or your employer have a contract, other than a contract of employment, either with the city of Richmond or with the entity to which you are seeking appointment?  No

If yes, please provide information on the nature of the contract.

Please List Your Educational Background and/or Other Expertise or Qualifications You Will Bring to This Authority, Board, Commission or Task Force:

2012 - MFA Design - Virginia Commonwealth University  
2008 - NCIDQ (National Council Interior Design Qualification)  
2004 - LEED AP (accredited professional)  
2003 - Seattle Art Institute, guest-lecturer  
2000-2015 - practicing interior designer with firms in Seattle (nbbj, Gensler) and Richmond (Baskervill, 3north, Gresham, Smith & Partners)  
1999 - BS Interior Design - Virginia Tech University

List other city of Richmond Authorities, Boards, Commissions or Task Forces you currently or have previously served on. Please give date(s) and office(s) held, if applicable.

Other Community Involvement:

2017 - middle Of broad studios (mOb), guest designer Twin Majlis (Tasmeem Design Conference)

7/18/18



City of Richmond, Virginia  
City Council

**Authorities, Boards, Commissions and Task Forces Application**

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2008-2010 - ART180, volunteer

2007-2015 - Director with the Greater Virginia Green Building Council (now USGBC Virginia) and committee chair for the Green Spaces Design Competition

2007 - Leave No Trace (certified instructor)

2005 - Seattle Parks + Recreation, parks restoration team

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**(OPTIONAL) Please List Additional Information You Would Like Considered, or You May Copy and Paste Your Short Resume.**

---

**How Did You Hear About or Who Referred You to Apply for Appointment to This Authority, Board, Commission or Task Force?**

*Rob Smith - VCU Interior Design*

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**NOTE: This application is a public document. Completed applications will remain on file for consideration for six (6) months at which time it must be updated.**

# Urban Forestry Commission

## Vacancy Chart

As of  
November 12, 2018

The Commission shall consist of **two (2) non-voting members** and **nine (9) voting members**. The two (2) non-voting members shall be the Director of Public Works and the Director of Community Development, or their designee. Of the nine (9) voting members, the Mayor shall appoint three (3) members and the City Council shall appoint six (6) members. One member shall be a certified arborist, and one member shall be a registered certified landscape architect.

Except for the certified arborist, all voting members shall be residents of the city. No voting member shall be an officer or employee of the City and no member shall hold any contract with the City, or subcontract thereof, to provide goods or services relating to City-owned trees.

*(Assigned to the Land Use, Housing & Education Standing Committee)*

Member	Patron	Expiration Date	Eligible for Reappoint.	Interested in Reappoint.	Qualification
Catherine Farmer	All members of Council	11/28/2017	Yes	Not contacted. Awaiting Council direction.	City resident
Matthew Lee	All members of Council	11/28/2017	No	-	City resident
Madge Bemiss	All members of Council	0725/2017	Yes	Not contacted. Awaiting Council direction.	City resident
Janine Lester	All members of Council	04/08/2016	Yes	Contacted. No response received.	Certified arborist
Andrea Almond	All members of Council	01/28/2016	No	Resigned	Certified landscape architect
Elizabeth Barrett	Mayor Jones	02/25/2016	No	Resigned	City resident
Kendra Taylor	Mayor Jones	02/25/2016	No	Resigned	City resident
Lindsay Walton	Mayor Jones	04/26/2014	Yes	Mayor's Office notified	City resident

### Contact:

Douglas Dunlap  
900 E. Broad St.  
Richmond, VA 23219  
804-646-6822 (o)  
[douglas.dunlap@richmondgov.com](mailto:douglas.dunlap@richmondgov.com)



City of Richmond, Virginia  
City Council

**Authorities, Boards, Commissions and Task Forces Application**

(Name of Authority, Board, Commission or Task Force)

**URBAN FORESTRY COMMISSION**

Title: \_\_\_\_\_

Name: *Wyatt Carpenter*

Home Address: 000509 N MEADOW ST APT 201 RICHMOND VA 23220

Home Telephone: 5712838921 Home Fax: \_\_\_\_\_

Personal E-Mail Address: l.wyatt.carpenter@gmail.com

Employer: Virginia Commonwealth University

Job Title: Sustainability Projects and Programs Coordinator How Long? \_\_\_\_\_

Business Address: 000201 BELVIDERE RICHMOND VA 23220

Business Telephone: 804-628-5196 Ext: \_\_\_\_\_ Business Fax: \_\_\_\_\_

Business E-Mail Address carpenterlw@vcu.edu

Is Your Place of Employment Located in the city of Richmond  Yes

Is your Place of Employment Located in the County?  No If Yes, Which County? \_\_\_\_\_

Are You A City Resident?  Yes If Yes, Which City Council District? \_\_\_\_\_ Number of Years?

Do you or your employer have a contract, other than a contract of employment, either with the city of Richmond or with the entity to which you are seeking appointment?  No

If yes, please provide information on the nature of the contract.

Please List Your Educational Background and/or Other Expertise or Qualifications You Will Bring to This Authority, Board, Commission or Task Force:

*As a project coordinator for the VCU Sustainability Office, I develop and implement new projects and programs that include long-term maintenance and management plans. With 6 of years of experience communicating complicated sustainability issues to diverse audiences, I am confident in my ability to assist with public relations and education programs to increase community understanding of urban forestry issues. I excel at innovative, collaborative problem-solving. I will bring my expertise in engaging with public and private partners to develop ideas and secure funding for a variety of projects serving Richmond residents. To date I have helped raise \$110,000 to support community-based programs in Carver, Jackson Ward, Monroe Ward and at VCU. With a MS in Environmental Science and BS degrees in Environmental studies and Urban Planning, I have a strong foundation in data management, spatial analysis, and data communication. I am excited to help prepare annual reports that leverage information to facilitate evidence-based decisions by the Commission. Currently, I am working with the Carver neighborhood to develop a community forestry and carbon offset program. This process has highlighted the value of urban trees and the challenges surrounding their maintenance. I am confident I can combine my flare for personal connection, analytic background, and detail oriented, goal-motivated w*

List other city of Richmond Authorities, Boards, Commissions or Task Forces you currently or have previously served on. Please give date(s) and office(s) held, if applicable.

None.

7/18/18



**Authorities, Boards, Commissions and Task Forces Application**

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**Other Community Involvement:**

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**(OPTIONAL) Please List Additional Information You Would Like Considered, or You May Copy and Paste Your Short Resume.**

**EDUCATION**

Virginia Commonwealth University (VCU), Richmond, VA

M.S. Environmental Studies 2016 - GPA: 4.0

B.S. Environmental Studies 2014

B.S. Urban and Regional Studies 2014

GPA: 3.51

**PROFESSIONAL EXPERIENCE**

Sustainability Program & Projects Coordinator, VCU OFFICE OF SUSTAINABILITY, Richmond, VA

June 2015 – Present

- Coordinate grant applications and manage grant administration
- Strategic planning for university sustainability goals
- Data collection, processing, preparation and presentation
- Foster engagement and education programs around sustainability for faculty, staff, and students to include developing budgets, project scopes, and metrics for success

Landscape Architecture Intern, FALLINGWATER, Mill Run, PA

May 2014 – Aug 2014

- Designed and installed 4,000 sq ft Monarch Butterfly garden using native wildflowers
- Designed event space to be used for weddings and other Fallingwater functions
- Wrote 20 page report summarizing work completed over internship period

Intern, SMITHSONIAN GARDENS, Washington, DC

May 2012 – Aug 2012

- Maintained native landscapes at the National Museum of the American Indian
- Assisted in presentations and activities with small school groups relating to Native American culture, horticulture, and natural methods for pest management
- Wrote several articles for Smithsonian Gardens' various social media outlets

**TEACHING**

ENVS 521 – Geographic Information Systems – VCU, Spring, 2018

UNIV 291 - Adaptive Response Modeling using GIS – VCU, Fall 2015

ENVS 491 - Panama Avian Field Ecology – VCU, Teaching Assistant, Spring 2014

**COLLABORATIONS & COMMUNITY ENGAGEMENT**

Carver Tree Project (\$10,000 grant funding – June 2016 – Present)

- Organize local stakeholders and institutional partners to develop and implement urban forestry and carbon offset



## Authorities, Boards, Commissions and Task Forces Application

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programs for VCU and the Carver community.

- Facilitate partner meetings, manage goals, task assignments, timelines, and budget

Community Based Green Infrastructure Planning (\$60,000 grant funding – Sept 2015 – Present)

- Work with university and community partners to support for sustainable infrastructure
- Collaborate with neighborhood associations to identify and prioritize neighborhood specific low impact development strategies

### PROFESSIONAL PRESENTATIONS & POSTERS

ESRI Users Conference 2016, San Diego, CA.

Worth it? Relating Landscape Composition & Residential Property Value in Richmond, Virginia

AASHE 2015 Conference & Expo: Transforming Sustainability Education, Minneapolis, MN.

Creating a High-Output Learning Garden - Coordinating Partnerships to Relieve Food Insecurity

AASHE 2015 Conference & Expo: Transforming Sustainability Education, Minneapolis, MN.

Creating a Sustainability Plan at Virginia Commonwealth University

**CAPABILITIES:** Creative problem solving, basic statistical analysis, project management, data management, database design, communication, public speaking, collaboration, bird banding, adaptability, knitting.

**COMPUTER SKILLS:** Microsoft Office Suite (Word, Excel, PowerPoint, Access), ArcGIS 10 and Garmin, Adobe Illustrator, ArcGIS Online, JMP, SPSS, R, FRAGSTATS, QGIS.

**AWARDS:** VCU Community Engagement Grant - 2017, EPA Urban Waters Small Grant - 2015, VCU Rice Rivers Center Student Research Award - 2013, Eagle Scout - 2010.

**INTERESTS:** Being Outdoors, horticulture, thrifting, running, design, eating.

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**How Did You Hear About or Who Referred You to Apply for Appointment to This Authority, Board, Commission or Task Force?**

*I read about the opportunity in the Good Morning RVA newsletter.*

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**NOTE: This application is a public document. Completed applications will remain on file for consideration for six (6) months at which time it must be updated.**





City of Richmond, Virginia  
City Council

**Authorities, Boards, Commissions and Task Forces Application**

(Name of Authority, Board, Commission or Task Force)

**URBAN FORESTRY COMMISSION**

Title:

Name: *Hannah R Fuerhoff*

Home Address: 001237 LORRAINE AVE RICHMOND VA 23227

Home Telephone: 636-219-2404 Home Fax:

Personal E-Mail Address: hrfuerhoff@gmail.com

Employer: Richmond Region Energy Alliance

Job Title: Energy Efficiency Programs Manager How Long? 1

Business Address: 000088 CARNATION ST RICHMOND VA 23225

Business Telephone: 804-537-2171 Ext:  Business Fax:

Business E-Mail Address EnergizeRVA@rrea-va.org

Is Your Place of Employment Located in the city of Richmond  Yes

Is your Place of Employment Located in the County?  No If Yes, Which County?

Are You A City Resident?  Yes If Yes, Which City Council District? 3 Number of Years? 5

Do you or your employer have a contract, other than a contract of employment, either with the city of Richmond or with the entity to which you are seeking appointment?  No

If yes, please provide information on the nature of the contract.

Please List Your Educational Background and/or Other Expertise or Qualifications You Will Bring to This Authority, Board, Commission or Task Force:

Virginia Commonwealth University, Richmond  
Master of Environmental Studies Post-Baccalaureate Certificate in GIS  
AUGUST 2013 - MAY 2015  
GPA 3.94  
The College of William & Mary, Williamsburg, VA B.S. in Biology  
AUGUST 2007 - MAY 2011  
Minor in Environmental Science & Policy  
GPA 3.75

List other city of Richmond Authorities, Boards, Commissions or Task Forces you currently or have previously served on. Please give date(s) and office(s) held, if applicable.

n/a

Other Community Involvement:



City of Richmond, Virginia  
City Council

**Authorities, Boards, Commissions and Task Forces Application**

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*I represent RREA with the Green and Healthy Homes Initiative, as well as other community outreach for our organization. I'm also a former Maymont volunteer/staff member and foster cats for the SPCA.*

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**(OPTIONAL) Please List Additional Information You Would Like Considered, or You May Copy and Paste Your Short Resume.**

*I completed Trees Forever's TreeKeeper program during my AmeriCorps service in Iowa. I was impressed by the partnerships and funding that their organization had. I would appreciate the opportunity to apply these experiences in Richmond and bring diverse stakeholders together in support of city trees.*

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**How Did You Hear About or Who Referred You to Apply for Appointment to This Authority, Board, Commission or Task Force?**

*Facebook*

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Authorities, Boards, Commissions and Task Forces Application

(Name of Authority, Board, Commission or Task Force)

URBAN FORESTRY COMMISSION

Title: Ms.
Name: Ryland Potter
Home Address: 002611 E CLAY ST RICHMOND VA 23223
Home Telephone: 8042215524 Home Fax:
Personal E-Mail Address: ryland.potter@gmail.com
Employer: Virginia Economic Development Partnership
Job Title: Managing Director - Business Investment How Long? 4
Business Address: 000901 E CARY ST 900 RICHMOND VA 23223
Business Telephone: 8045455756 Ext: Business Fax:
Business E-Mail Address rpotter@yesvirginia.org
Is Your Place of Employment Located in the city of Richmond Yes
Is your Place of Employment Located in the County? No If Yes, Which County?
Are You A City Resident? Yes If Yes, Which City Council District? 7 Number of Years? 4

Do you or your employer have a contract, other than a contract of employment, either with the city of Richmond or with the entity to which you are seeking appointment? No

If yes, please provide information on the nature of the contract.

Please List Your Educational Background and/or Other Expertise or Qualifications You Will Bring to This Authority, Board, Commission or Task Force:

I have 10+ years of experience as a management and strategy consultant to corporate, non-profit, and government clients, specializing in market evaluation, strategic planning and communications, and impact analysis for inclusive growth. I have a Bachelor's Degree in Business Management from Case Western Reserve University and a Master's Degree in Public Policy from the University of Texas. I'm a Richmond native who attended Maggie L. Walker Governor's School and lived across the U.S. and internationally before returning to Richmond four years ago.

Beyond my educational and professional qualifications, I'm a participant in Enrichmond's Adopt-a-Tree program and an advocate of the City's efforts to classify and map the existing inventory to ensure a diverse, healthy population well into the future. I would love to use my experience with strategic communications and stakeholder management to increase public awareness of and education around urban forestry issues, as well as my experience with business development to augment the Commission's duties to raise programmatic funds from private organizations. Likewise, I believe my experience evaluating policy, drafting legislation, and developing programs will complement those on the committee with technical training in landscape design/architecture and arboriculture.

I am aware that there are several vacancies due to early departu

List other city of Richmond Authorities, Boards, Commissions or Task Forces you currently or have previously served

7/18/18



**Authorities, Boards, Commissions and Task Forces Application**

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on. Please give date(s) and office(s) held, if applicable.

None

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Other Community Involvement:

None

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**(OPTIONAL) Please List Additional Information You Would Like Considered, or You May Copy and Paste Your Short Resume.**

CV:

*Managing Director, Virginia Economic Development Partnership (VEDP), Richmond, VA Oct.13 – Present*

*- Develop and deliver strategies that advance VEDP's global business development efforts. Define VEDP's value proposition and position in core domestic and international markets, identify marketing activities and messages to maximize channel potential, and measure results and return on investment.*

*- As Managing Director-Europe & the UK, closed \$558.9 million in new capital investment and 2,423 new jobs from 2014-2016, charting a 65% year-on-year increase in project wins and 85% increase in wins over previous three years.*

*- Serving as Business Investment liaison on VEDP's 5-Year Strategic Plan, a comprehensive statewide economic development strategy that aims to position Virginia among the top U.S. states in employment and income growth. Selected as Mentor to incoming Business Investment staff.*

*Client Engagement Manager, Hanover Research Washington, DC, Oct.11 – Oct. 13*

*- Advised clients on new market development and entry and brand stewardship initiatives, while identifying and closing new business opportunities as part of a rapidly growing management consultancy.*

*- Managed a portfolio of 30 clients in Hanover's Market Insight Center (MIC). Generated over 100% year-on-year client revenue retention and earned MIC's highest reported client satisfaction ratings (9.3 of 10) in 2012 -13 review.*

*- Partnered with Executive, Strategy, and Sales teams to shape client outreach and proposal development strategies, develop training for consultants in cross- and up-selling, and establish hiring, performance, and promotion standards to enable Hanover's sustained growth (50% annual revenue growth and 200% headcount growth during tenure).*

*Senior Consultant, The Whitaker Group, Washington, DC. Jul. 10 – Feb. 12*

*- Wrote a three-year strategic action plan for the Government of Lesotho to strengthen exports and increase private sector investment through policy reform, capacity building, and partnership development.*

*- Led a client team in developing a legislative engagement and social change campaign to combat child labor in a major American chocolate manufacturer's West African supply chain.*

*Management Consultant, (during graduate school)*

*Accenture Oct. 09 – Jul. 10*

*- Designed organizational goals, objectives, policies, and key performance indicators for Accenture/Texas Medicaid & Healthcare Partnership (TMHP's) 2010 and 2011 Annual Business Plans.*

*- Evaluated project team capabilities and defined new team roles/assignments to seamlessly incorporate 500,000 additional beneficiaries and \$1 billion in program expenditures into TMHP's management of Texas Medicaid.*

*United Nations (UNDP & UNFPA) Jun. 08 – Jun. 09*



## Authorities, Boards, Commissions and Task Forces Application

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- Created a first-of-its-kind tool to map stakeholder networks and facilitate UN program support for marginalized populations in post-crisis/post-disaster situations.
  - Produced a best practices report on data collection in developing countries; advised UNDP staff on strategies for integrating gender into project plans and evaluating gender outcomes during project performance monitoring.

*Education:*

*The University of Texas, LBJ School of Public Affairs  
Master of Public Policy: International Development*

*Case Western Reserve University  
Bachelor of Science: Business Management*

*Awards:*

- Fulbright Grant, Frankfurt am Main, Germany (2004-2005) – Examined cross-cultural differences in entrepreneurial failure attribution and its impact on entrepreneurial incidence
- Duke University Global Policy and Governance Fellow, Geneva, Switzerland (2008) – Developed qualitative/quantitative post-crisis evaluation tools for th

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*Good Morning RVA newsletter*

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