



**CITY OF RICHMOND**

DEPARTMENT OF PARKS, RECREATION  
& COMMUNITY FACILITIES

July 2, 2015

Norman O. Burns II  
Executive Director  
Maymont  
5500 Holman Drive  
Glen Allen, VA 23059

Dear Mr. Burns:

This communication serves to document our activities and information pertaining to questions raised at the Urban Planning and Design Committee Meeting, held in early June, regarding the possibility of merging a Maymont Horticulture Building with the City's Maintenance Facility.

After studying the existing and future space and operational needs of both organizations; while meeting with staff regarding service delivery, it was determined merging resources was not a practical option due to the following:

- Size limitations (current and future)
- Distance from Maymont
- Workforce versus volunteers at Maymont

Further, this information was discussed during a group meeting with both Maymont and Park Staff represented. It was agreed at this meeting that merging resources for such purposes was neither practical nor advantageous to either organization. Council Member Agelasto was also present at this meeting.

Sincerely,

A handwritten signature in black ink, appearing to read "Norman C. Merrifield". The signature is fluid and cursive, with a large, stylized "M" and "F".

Norman C. Merrifield, Ed. D.  
Director