



Richmond City Council

Boards & Commissions Appointments Formal Meeting of Richmond City Council

Monday, March 11, 2024 – 6:00 p.m.

Governmental Operations Standing Committee recommends appointment of the following applicants:

Board Name	Criteria for Appointment	Applicant Name	Terms
Urban Forestry Commission (9 members) (page 2)	City Resident	Whit Clements 4 th District Resident (page 3)	03/11/2024 – 03/10/2026
		Betsy Coffield 2 nd District Resident (page 5)	03/11/2024 – 03/10/2027
		Mary Elfner 3 rd District Resident (page 7)	03/11/2024 – 03/10/2026
		Kendra Norrell 7 th District Resident (page 9)	03/11/2024 – 03/10/2027
	Certified Arborist*	Janine Lester 5 th District Resident (page 11)	03/11/2024 – 03/10/2026
	City resident who is a certified landscape architect	Carlin Tacey 1 st District Resident (page 13)	03/11/2024 – 03/10/2027

*Applicants must either reside or have a principal place of employment in the city.

Urban Forestry Commission

*Vacancies as of
May 12, 2024*

The Commission shall consist of **3 non-voting members** and **9 voting members**.
3 non-voting members shall be the City’s Urban Forester, a representative from the Office of Sustainability, and a representative from the Department of Parks, Recreation, and Community Facilities, or their designees.

Of the (9) voting members, the Mayor shall appoint three (3) members; City Council shall appoint six (6) members.

1 - certified arborist

1 - 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 Governmental Operations Standing Committee)

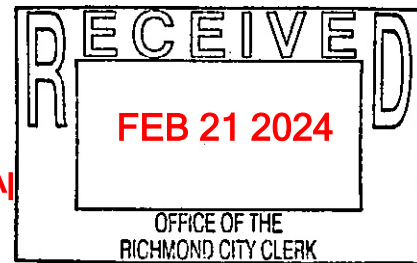
Current Vacancies				
Member Name	Criteria for Appointment	Live / Work District	Term	Terminate
VACANT				
VACANT				
VACANT				
VACANT				
VACANT	A registered certified landscape architect			
VACANT	A certified arborist			
VACANT <i>Mayoral Appointment</i>				
VACANT <i>Mayoral Appointment</i>				
VACANT <i>Mayoral Appointment</i>				
City’s Urban Forester				
Representative from the Office of Sustainability				
Representative from the Department of Parks, Recreation, and Community Facilities				

Contact:



City of Richmond, Virginia
City Council

Authorities, Boards, Commissions, and Task Forces Appointments



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

URBAN FORESTRY COMMISSION (2024)

Title: Mr.

Name: Whit Clements

Home Address: 001010 42ND RICHMOND VA 23225

Home Telephone: 703-862-7731

Home Fax:

Personal E-Mail Address: clements.whit@gmail.com

Employer: Truist

Job Title: Governance and Control Officer

How Long?

Business Address: 001001 SEMMES AVE RICHMOND VA 23224

Business Telephone: 804-

Ext:

Business

Fax:

Business E-Mail Address: whit.clements@truist.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? 4

Number of Years? 14

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

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

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 a BS in economics from Quinnipiac University and an interest in improving how the city manages and enhances/improves the existing Urban Forest. My family and I have a background in camping and environmental stewardship in our own place. The urban tree canopy is one of the big reasons why we wanted to live in Forest Hill.

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:

**I have served as the president of the Forest Hill Neighborhood Association for seven years.
*Participated with Southside Relief and the Richmond Tree Stewards in the last South Side tree quality survey.
Have participated in tree replantings along Reedy creek and other areas of the city

(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?

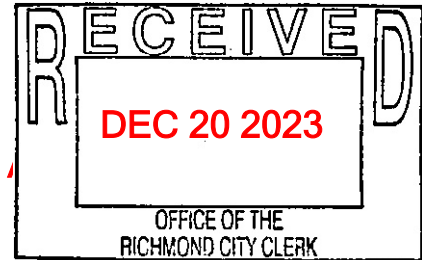
I saw a post about the commission starting up again on Facebook

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City of Richmond, Virginia
City Council

Authorities, Boards, Commissions, and Task Forces



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

URBAN FORESTRY COMMISSION (2024)

Title: *ms*

Name: *Betsy Coffield*

Home Address: *001802 GROVE AVE 1802 RICHMOND VA 23220-*

Home Telephone: *8046839343*

Home Fax:

Personal E-Mail Address: *efcoffield@gmail.com*

Employer: *L Ong and Foster*

Job Title: *Realtor*

How Long?

Business Address: *000409 STRAWBERRY STREET 1802 RICHMOND VA 23220-*

Business Telephone: *8046839343*

Ext:

Business

Fax:

Business E-Mail Address: *Betsy.coffield@longandfoster.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? *40*

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*

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City of Richmond, Virginia
City Council

Authorities, Boards, Commissions, and Task Forces Application

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 served as the Adopt a Tree Coordinator for the last 13 years in the Fan District. In that time, I have helped coordinate the planting of over 950 trees. This is a volunteer job, but one in which I take great pride in. I work with the City Arborist (first one being Luke McCall, and current Sam) and act as a liaison for the residents and the City in getting the right tree, in the right tree well. I am delighted to be considered for this position. Prior to being a Realtor, I was in retail management for 30 years.

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.

My degree is in Education, and as stated previously, I have been the Fan District Adopt a Tree coordinator for 13 years.

Other Community Involvement:

None. This would be my first. I was President of the Fan District Association. in 2012.

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

Fan District Association President 2011-20 Fan Woman's Club President ,

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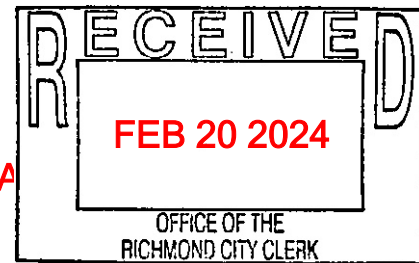
Adopt A Tree Coordinator for the Fan District for 13 years

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City of Richmond, Virginia
City Council

Authorities, Boards, Commissions, and Task Forces A



(Name of Authority, Board, Commission or Task Force

URBAN FORESTRY COMMISSION (2024)

Title: *Mary*

Name: *Mary A Elfner Mary*

Home Address: *001613 1613 WEST LABURNUM A RICHMOND VA 23227*

Home Telephone: *8043359049*

Home Fax:

Personal E-Mail Address: *melfner@gmail.com*

Employer: *The 500-Year Forest Foundation*

Job Title: *Executive Director*

How Long?

Business Address: *VA*

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? *No* If Yes, Which County?

Are You A City Resident? *Yes* If Yes, Which City Council District? *3* Number of Years? *15*

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*

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City of Richmond, Virginia
City Council

Authorities, Boards, Commissions, and Task Forces Application

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 a masters of science in forestry

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.

*B.A. Warren Wilson College Environmental Studies
M.S. University of Georgie Forestry and Wildlife*

Other Community Involvement:

Lewis Ginter Botanical Garden 2016 to present

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

*Past president Richmond Audubon Society
Past vice president Ginter Park Residents Association*

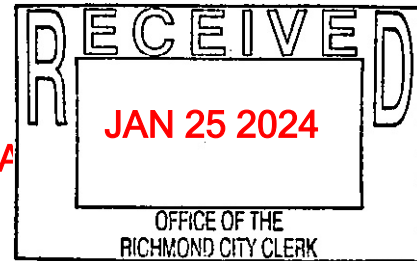
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City of Richmond, Virginia
City Council

Authorities, Boards, Commissions, and Task Forces A



(Name of Authority, Board, Commission or Task Force

URBAN FORESTRY COMMISSION (2024)

Title:

Name: Kendra Norrell

Home Address: 002506 CEDAR ST RICHMOND VA 23223

Home Telephone: 804-833-0747 Home Fax:

Personal E-Mail Address: kendrahnorrell@gmail.com

Employer: Institute for Sustainable Communities

Job Title: Senior Program Officer How Long?

Business Address: 000535 STONE CUTTERS WAY MONTPELIER VT 05602

Business Telephone: 804-214-6183 Ext: Business Fax:

Business E-Mail Address: knorrell@sustain.org

Is Your Place of Employment Located in the city of Richmond? No

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? 34

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

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City of Richmond, Virginia
City Council

Authorities, Boards, Commissions, and Task Forces Application

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 extensive professional and educational experience in climate justice and community engagement. I have worked with the Richmond Tree Stewards and completed the theoretical aspect of their training. I have worked with the Office of Sustainability in the development of RVAgreen 2050. I have planted trees in a variety of districts across the city over many years.

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.

*Master of Urban and Regional Planning - Environmental Planning
Richmond Tree Stewards training*

Other Community Involvement:

Richmond 300

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

*Alpha Kappa Alpha member
Richmond Tree Stewards
Storefront for Community Design Advisory Council*

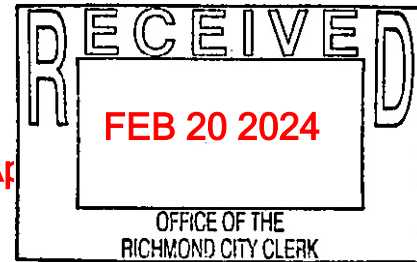
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City of Richmond, Virginia
City Council

Authorities, Boards, Commissions, and Task Forces Appointments



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

URBAN FORESTRY COMMISSION (2024)

Title: [Redacted]

Name: *Janine Lester*

Home Address: *002127 ROSEWOOD AVENUE 2127 RICHMOND VA 23220*

Home Telephone: *1804337665* Home Fax: [Redacted]

Personal E-Mail Address: *talktojanine@hotmail.com*

Employer: *self*

Job Title: *consultant* How Long? [Redacted]

Business Address: *VA*

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

Business E-Mail Address: [Redacted]

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? *5* Number of Years? *39*

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*

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Authorities, Boards, Commissions, and Task Forces Application

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:

ISA Board Certified Master Arborist, ISA Certified Municipal Specialist, Tree Risk Assessment Qualified, ISA Board of Directors 2019-2022, Board Accelerator, Brown Dog Consulting, 2020, ISA Governance Committee, Council of Representatives, Ownership Linkage, 2020-2022; ISA BMP Peer-Review Committee, Trees and Construction, 2020-2022; American Society of Consulting Arborists, 2008-present

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.

ISA Board Certified Master Arborist, ISA Certified Municipal Specialist, ISA Tree Risk Assessment Qualified, ISA-FL Prescription Pruning Qualified, AAS Horticulture JSRCC; PPh Biology VCU; Landscape Architecture and Design GWU; Chesapeake Bay Landscape Professional, 2023, ASCA Consulting Academy, 2010

Other Community Involvement:

Urban Forestry Commission 2013-2015

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

Richmond Tree Stewards 2004-present, Virginia Cooperative Extension, Master Gardener Extension Agent 2015-present, Lewis Ginter Botanical Garden (instructor 2023-present); Friends of Byrd Park, 2009-present; Byrd Park Civic League, 1995-present; Byrd Park Garden Club, 2012-present

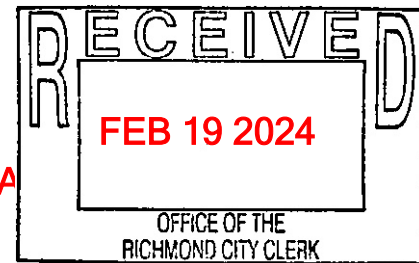
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City of Richmond, Virginia
City Council

Authorities, Boards, Commissions, and Task Forces A



(Name of Authority, Board, Commission or Task Force

URBAN FORESTRY COMMISSION (2024)

Title:
Name: Carlin Tacey
Home Address: 000409 TILDEN STREET RICHMOND VA 23221
Home Telephone: 703-606-3935 Home Fax:
Personal E-Mail Address: carlinrt@gmail.com
Employer: Timmons Group, Inc.
Job Title: Landscape Architect/ Project Manager How Long?
Business Address: 001001 BOULDERS PARKWAY 300 RICHMOND VA 23225
Business Telephone: 804.200.6594 Ext: Business Fax:
Business E-Mail Address: carlin.tacey@timmons.com
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? Chesterfield
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? Yes

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

Timmons Group works with the City of Richmond via contracts for various services including civil engineering, landscape architecture and other design services.

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

Licensed Professional Landscape Architect, Virginia
Number: 0406002163, Licensed Oct 2020

Virginia Polytechnic Institute and State University; Alexandria, VA
Washington Alexandria Architecture Center (WAAC), May 2017
Master of Landscape Architecture
Master of Urban and Regional Planning

University of Virginia, School of Architecture; Charlottesville, VA

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City of Richmond, Virginia
City Council

Authorities, Boards, Commissions, and Task Forces Application

Bachelor of Science in Architecture, Minor in Global Sustainability, May 2012

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.

*Richmond Tree Stewards; Certified Tree Steward; Active 2021- Present
MDA Zoning & Land Use Committee member; Active Feb 2024- Present*

Other Community Involvement:

*American Society of Landscape Architects / Virginia Chapter, 2015 - Present
UVA A-School Alumni Mentor, UVA, 2019 - Present*

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

*Prior to working for Timmons Group Inc. recent employment included:
Waterstreet Studio, LLC., Richmond, VA; Landscape Architect (Sept 2019 - Sept 2022)
Michael Van Valkenburgh Associates Inc. Brooklyn, NY; Landscape Designer (Jul 2017 - Aug 2019)
Booz Allen Hamilton; Consultant and Urban Planner (Aug 2013 - Aug 2015 (full time), Aug 2015 - July 2017 (part time))*

*Academic Awards Include:
2017 Virginia Tech's Landscape Architecture Foundation (LAF) Graduate Olmsted Scholar
2017 Potomac Chapter ASLA Honor Award*

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

Dana Marshall, President, Richmond Tree Stewards

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