

O&R REQUEST

DATE: April 10, 2025

TO: The Honorable Members of City Council

THROUGH: The Honorable Dr. Danny Avula, Mayor

THROUGH: Sabrina Joy-Hogg, Interim Chief Administrative Officer

THROUGH: Sheila White, Director of Finance

THROUGH: Meghan Brown, Director of Budget and Strategic Planning

THROUGH: Shunda Giles, Acting DCAO for Human Services

FROM: Christopher Frelke, Director – Parks, Recreation and Community Facilities

RE: To accept funds in the amount of \$160,000.00 from the Virginia Department of Forestry to fund the cultivating a tree maintenance team and continual care for East End and Evergreen Cemeteries.

ORD. OR RES. No.

PURPOSE: To authorize the Chief Administrative Officer, for and on behalf of the City of Richmond, to accept funds in the amount of \$160,000.00 from the Virginia Department of Forestry, to amend the Fiscal Year 2024-2025 Special Fund Budget by creating a new special fund for the Department of Parks, Recreation and Community Facilities called the “Tree Maintenance Team for East End and Evergreen Cemeteries,” and to appropriate the increase to the Fiscal Year 2024-2025 Special Fund Budget by increasing the estimated revenues and the amount appropriated to the Department of Parks, Recreation and Community Facilities’ “Tree Maintenance Team for East End and Evergreen Cemeteries,” special fund by \$160,000.00.

BACKGROUND: In 2024, City of Richmond and the Department of Parks, Recreation and Community Facilities (PRCF) acquired East End, Evergreen, and Forest View Cemeteries. The initial property assessment and inventory revealed that there is great need to maintain and protect the mature tree canopy in these inactive cemeteries from invasive species overgrowth and years of deferred maintenance. PRCF applied for and were awarded a \$160,000 grant from the Virginia Department of Forestry (VDOF) to support the tree care, and invasive species management in these sacred spaces.

COMMUNITY ENGAGEMENT: As a result of the acquisition of these properties, PRCF created and filled the position of Community Engagement Manager for Cemeteries. This position will work directly with the Friends Groups, Descendants Councils, and all other civic and social groups that have a vested interest in maintaining and restoring these cemeteries and will guide the discussions around the maintenance and operations plans to be implemented. These funds will

enable PRCF to provide maintenance staff, equipment, and contractor services to ensure proper stewardship of the cemeteries under the direction of the Community Engagement Manager.

STRATEGIC INITIATIVES AND OTHER GOVERNMENTAL: RVAgreen 2050, Cool The City Initiative, City Of Richmond Urban Forestry Master Plan

FISCAL IMPACT: FY25 Special Fund revenues will increase by \$160,000.00. A new line item will be created called “Tree Maintenance Team for East End and Evergreen Cemeteries,” in the FY25 special fund budget for the Department of Parks, Recreation and Community Facilities for the purpose of cultivating a tree maintenance team and continual care for East End and Evergreen Cemeteries.

DESIRED EFFECTIVE DATE: Upon Adoption

REQUESTED INTRODUCTION DATE: April 28, 2025

CITY COUNCIL PUBLIC HEARING DATE: May 12, 2025

REQUESTED AGENDA: Consent Agenda

RECOMMENDED COUNCIL COMMITTEE: Finance and Economic Development Standing Committee

AFFECTED AGENCIES: PRCF, Budget, Finance

RELATIONSHIP TO EXISTING ORD. OR RES.: Ordinance Number 2024-048

ATTACHMENTS: Attachment A: Grant Agreement

STAFF: Shamar Young, Deputy Director, PRCF – (804-646-5703)
Katherine “Kate” Rivara, Community Engagement Manager, PRCF
(804-350-3128)