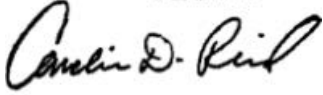




§ 2. That Article I, Section 2 of Ordinance No. 2025-057, adopted May 12, 2025, which adopted a Special Fund Budget for the fiscal year commencing July 1, 2025, and ending June 30, 2026, and made appropriations thereto, be and is hereby amended by creating a new special fund for the Department of Parks, Recreation and Community Facilities called the “Historic African American Cemeteries Special Fund” for the purpose of providing funding for preservation, maintenance, and stewardship activities at historically African American cemeteries.

§ 3. That the funds received from the Virginia Department of Historic Resources’ African American Cemetery and Graves Fund are hereby appropriated to the Special Fund Budget for the fiscal year commencing July 1, 2025 and ending June 30, 2026, by increasing estimated revenues by \$69,920.00, increasing the amount appropriated for expenditures by \$69,920.00, and allotting to the Department of Parks, Recreation and Community Facilities’ “Historic African American Cemeteries Special Fund” the sum of \$69,920.00 for the purpose of providing funding for preservation, maintenance, and stewardship activities at historically African American cemeteries.

§ 4. This ordinance shall be in force and effect upon adoption.

**A TRUE COPY:**  
**TESTE:**  
  
**City Clerk**



# City of Richmond

## Intracity Correspondence

### O&R Transmittal

**DATE:** April 16, 2026

**TO:** The Honorable Members of City Council

**THROUGH:** The Honorable Danny Avula, Mayor

**THROUGH:** Odie Donald II, Chief Administrative Officer

**THROUGH:** Tanikia Jackson, DCAO – Finance and Administration

**THROUGH:** Letitia Shelton, Director of Finance

**THROUGH:** Meghan Brown, Director of Budget and Strategic Planning

**THROUGH:** Amy Popovich, Deputy Chief Administrative Officer – Human Services

**FROM:** Christopher E. Frelke, Director of Parks, Recreation & Community Facilities

**RE:** To accept funds in the amount of \$69,920.00 from the Virginia Department of Historic Resources’ African American Cemetery and Graves Fund for the purpose of funding preservation, maintenance, and stewardship activities at historically African American 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 \$69,920.00 from the Virginia Department of Historic Resources’ African American Cemetery and Graves Fund and to amend the Fiscal Year 2025-2026 Special Fund Budget by creating a new special fund for the Department of Parks, Recreation and Community Facilities called the “Historic African American Cemeteries Special Fund,” and appropriating the increase to the Department of Parks, Recreation and Community Facilities’ “Historic African American Cemeteries Special Fund” by \$69,920.00 for the purpose of providing funding for preservation, maintenance, and stewardship activities at historically African American cemeteries.

**BACKGROUND:** The Virginia Department of Historic Resources’ African American Cemeteries and Graves Fund provides grants to support maintenance and care of cemeteries established prior to 1948 for the interment of African Americans. Eligible graves include those of individuals born

before 1900 and those born after 1900 but interred before 1948. Verification may include headstone inscriptions, vital records, church records, and historical documentation. The grant funds will support the preservation activities at the following City-owned cemeteries:

- Mt. Olivet Cemetery - \$23,575.00
- Barton Heights Cemeteries - \$8,060.00
- Shockoe Hill African Burying Ground - \$38,285.00

**COMMUNITY ENGAGEMENT:** After introduction, the proposed ordinance will be referred to Finance and Economic Development Standing Committee meeting for discussion, where the public is encouraged to attend to provide comments. After the committee's recommendation to the City Council, Council will hold a public hearing regarding the proposed ordinance.

**STRATEGIC INITIATIVES AND OTHER GOVERNMENTAL:** Mayoral Action Plan: Thriving Neighborhoods, A Thriving and Sustainable Built Environment

**CONSIDERATION BY OTHER GOVERNMENTAL ENTITIES:** Budget, Finance

**FISCAL IMPACT / COST:** Fiscal Year 2025-2026 Special Fund revenues will increase by \$69,920.00. A new special fund called the "Historic African American Cemeteries Special Fund" will be created.

**DESIRED EFFECTIVE DATE:** Upon adoption

**REQUESTED INTRODUCTION DATE:** May 26, 2026

**CITY COUNCIL PUBLIC HEARING DATE:** June 8, 2026

**REQUESTED AGENDA:** Consent

**RECOMMENDED COUNCIL COMMITTEE:** Finance and Economic Development Standing Committee

**AFFECTED AGENCIES:** PRCF, Budget, Finance

**RELATIONSHIP TO EXISTING ORD. OR RES.:** None.

**ATTACHMENTS:** Exhibit A – Grant Agreement

**STAFF:** Christopher Frelke, Director, PRCF  
Shamar Young, Deputy Director, PRCF  
Kimberly Jackson, Cemeteries Community Engagement Manager, PRCF

## GRANT AGREEMENT

(Virginia Department of Historic Resources – African American Cemetery & Graves Fund)

THIS GRANT AGREEMENT (“Agreement”) is entered into by and between the CITY OF RICHMOND, VIRGINIA (“City”) and the VIRGINIA DEPARTMENT OF HISTORIC RESOURCES (“VDHR”).

WHEREAS, VDHR administers the African American Cemetery & Graves Fund (“AACGF”) pursuant to §10.1-2211.1 of the Code of Virginia to support the preservation, maintenance, and care of historic African American cemeteries; and

WHEREAS, the City of Richmond owns and maintains multiple historically African American cemeteries established prior to 1948; and

WHEREAS, VDHR has approved a grant award to the City in the total amount of \$69,920 to support eligible preservation, documentation, and maintenance activities at Mt. Olivet Cemetery, Barton Heights Cemeteries, and the Shockoe Hill African Burying Ground;

NOW, THEREFORE, in consideration of the mutual promises herein, the parties agree as follows:

### 1. GRANT AWARD

VDHR hereby awards the City grant funds in an amount not to exceed \$69,920 (“Grant Funds”), subject to the availability of funds and compliance with program requirements.

### 2. SCOPE OF WORK

Grant Funds shall be used solely for eligible activities under the African American Cemetery & Graves Fund, including but not limited to documentation, mapping, assessment, monument care, grounds maintenance, and preservation planning, as further described in Exhibit A (Scope of Work), incorporated herein.

### 3. TERM

This Agreement shall commence upon execution by both parties and shall terminate upon completion of the approved Scope of Work or exhaustion of Grant Funds, unless extended in writing by VDHR.

### 4. PAYMENT AND REIMBURSEMENT

Grant Funds shall be disbursed on a reimbursement basis unless otherwise approved by VDHR. The City shall submit payment requests in accordance with VDHR requirements and shall provide documentation of eligible expenditures.

### 5. COMPLIANCE

The City agrees to comply with all applicable federal, state, and local laws, regulations, and VDHR program guidelines, including but not limited to nondiscrimination and historic preservation requirements.

6. RECORDS AND AUDIT

The City shall maintain complete and accurate records of the use of Grant Funds for at least five (5) years following project completion and shall make such records available to VDHR upon request.

7. AMENDMENTS

This Agreement may be amended only by a written agreement executed by authorized representatives of both parties.

8. TERMINATION

VDHR may terminate this Agreement upon written notice if the City fails to comply with its terms or the program requirements.

9. INDEMNIFICATION

Each party shall be responsible for its own acts and omissions and those of its officers, employees, and agents, to the extent permitted by Virginia law.

10. GOVERNING LAW

This Agreement shall be governed by and construed in accordance with the laws of the Commonwealth of Virginia.

11. ENTIRE AGREEMENT

This Agreement, including all exhibits, constitutes the entire agreement between the parties.

IN WITNESS WHEREOF, the parties have executed this Agreement.

CITY OF RICHMOND, VIRGINIA

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

VIRGINIA DEPARTMENT OF HISTORIC RESOURCES

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

Approved as to form:

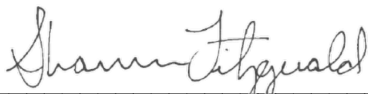
  
Assistant City Attorney, City of Richmond

EXHIBIT A  
SCOPE OF WORK

Mt. Olivet Cemetery – \$23,575

Activities may include documentation, mapping, assessment, and preservation planning.

Barton Heights Cemeteries – \$8,060

Activities may include archival research, documentation, and limited preservation planning.

Shockoe Hill African Burying Ground – \$38,285

Activities may include documentation, assessment, mapping, and preservation planning.