

INTRODUCED: May 10, 2021

AN ORDINANCE No. 2021-123

To authorize the Chief Administrative Officer to accept funds in the amount of \$1,000,000.00 from the Virginia Department of Historic Resources; to amend the Fiscal Year 2020-2021 Special Fund Budget by creating a new special fund for the Department of Economic Development called the Maymont Below Stairs Project DHR Historic Preservation Grant Special Fund; and to appropriate the grant funds received to the Fiscal Year 2020-2021 Special Fund Budget by increasing estimated revenues and the amount appropriated to the new Department of Economic Development’s Maymont Below Stairs Project DHR Historic Preservation Grant Special Fund by \$1,000,000.00 for the purpose of providing a grant of such funds to the Maymont Foundation for the Maymont Below Stairs historic preservation project.

\_\_\_\_\_  
Patron – Mayor Stoney

\_\_\_\_\_  
Approved as to form and legality  
by the City Attorney  
\_\_\_\_\_

PUBLIC HEARING: MAY 24 2021 AT 6 P.M.

THE CITY OF RICHMOND HEREBY ORDAINS:

§ 1. That the Chief Administrative Officer is authorized to accept funds in the amount of \$1,000,000.00 from the Virginia Department of Historic Resources for the purpose of providing a grant of such funds to the Maymont Foundation for the Maymont Below Stairs historic preservation project.

AYES: 8 NOES: 0 ABSTAIN: \_\_\_\_\_

ADOPTED: MAY 24 2021 REJECTED: \_\_\_\_\_ STRICKEN: \_\_\_\_\_

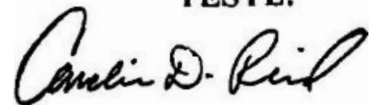
§ 2. That Ordinance No. 2020-050, adopted May 11, 2020, which adopted a Special Fund Budget for the fiscal year commencing July 1, 2020, and ending June 30, 2021, and made appropriations pursuant thereto, be and is hereby amended by creating a new special fund for the Department of Economic Development called the Maymont Below Stairs Project DHR Historic Preservation Grant Special Fund for the purpose of providing a grant of funds in the amount of \$1,000,000.00 to the Maymont Foundation for the Maymont Below Stairs historic preservation project.

§ 3. That Ordinance No. 2020-050, adopted May 11, 2020, which adopted a Special Fund Budget for the fiscal year commencing July 1, 2020, and ending June 30, 2021, and made appropriations pursuant thereto, be and is hereby amended by increasing revenues from the funds accepted pursuant to section 1 of this ordinance by \$1,000,000.00 and increasing the amount appropriated to the new Department of Economic Development's Maymont Below Stairs Project DHR Historic Preservation Grant Special Fund by \$1,000,000.00 for the purpose of providing a grant of such funds to the Maymont Foundation for the Maymont Below Stairs historic preservation project.

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

**A TRUE COPY:**

**TESTE:**



**City Clerk**



# CITY OF RICHMOND

## INTRACITY CORRESPONDENCE

**O&R REQUEST**

**DATE:** April 9, 2021

**EDITION:** 1

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

**THROUGH:** The Honorable Levar M. Stoney, Mayor *[Signature]*

**THROUGH:** J.E. Lincoln Saunders, Acting Chief Administrative Officer *JELS*

**THROUGH:** Sheila White, Acting Director of Finance *Sheila White*

**THROUGH:** Jay A. Brown, Director of Budget and Strategic Planning *JAB*

**THROUGH:** Chris Frelke, Director of Parks, Recreation & Community Facilities *[Signature]*

**FROM:** Sharon L. Ebert, DCAO – Planning & Economic Development Portfolio *[Signature]*

**RE:** To accept funds in the amount of \$1,000,000 from the Virginia Department of Historic Resources to facilitate a grant of such funds to the Maymont Foundation for the Maymont Below Stairs historic preservation project

**ORD. OR RES. No.** \_\_\_\_\_

**PURPOSE:** To authorize the Chief Administrative Officer to accept funds in the amount of \$1,000,000.00 from the Commonwealth of Virginia, Department of Historic Resources (“DHR”); to amend Ord. No 2020-050, adopted May 11, 2020, which adopted the Special Fund Budget for Fiscal Year 2020-2021, by creating a new special fund for the Department of Economic Development called the “Maymont Below Stairs Project DHR Historic Preservation Grant Special Fund”; and to appropriate the increase to the Fiscal Year 2020-2021 Special Fund Budget by increasing estimated revenues and the amount appropriated to the DHR Maymont Below Stairs Project Historic Preservation Grant Special Fund by \$1,000,000.00 for the purpose of providing a grant of such funds to the Maymont Foundation for the Maymont Below Stairs historic preservation project.

**REASON:** An ordinance is necessary to authorize the acceptance of funds from DHR and to appropriate such funds to a Special Fund in order to facilitate disbursement to the Maymont Foundation across multiple fiscal years.

**RECOMMENDATION:** The City Administration recommends approval.

## **BACKGROUND:**

In January 2021, DHR notified the Maymont Foundation that the Commonwealth of Virginia appropriated \$1,000,000 for the Maymont Below Stairs historic preservation project. See DHR award letter attached. The award letter indicates that the funds cannot be provided directly to the Maymont Foundation from the Commonwealth and, instead, must pass through the appropriate local government (in this case, the City). The deadline for the funds to be transferred from the Commonwealth to the City is June 30, 2021; however, the funds will be disbursed by the City to the Maymont Foundation over time (including subsequent fiscal years) as the project is completed (which will be facilitated by appropriating such funds into a special fund). The City's sole responsibilities will be to (1) accept the grant funds from the Commonwealth and (2) distribute the grant funds to the Maymont Foundation over time and only upon receipt of written notification to release funds from DHR. There is no requirement or expectation that the City will provide any match or expend any funds (beyond distributing the \$1,000,000 provided by the Commonwealth). The foregoing limited City responsibilities will be memorialized in a three-party MOU/Grant Agreement executed by the parties following adoption of this ordinance, subject to approval as to form by the Office of the City Attorney.

As the only estate of its kind in the Commonwealth of Virginia, Maymont has a unique role to play in telling the history of African Americans during the Jim Crow period to more than a half million guests annually. The role of African Americans in the Commonwealth's history and their importance in establishing the city of Richmond has too often been diminished or overlooked. James and Sallie Dooley, who built Maymont in 1893, employed a large number of staff who were an important part of the Maymont story. This initiative will expand the stories of the African American employees responsible for its upkeep into all aspects of their lives – at Maymont and beyond its gates. The goal of this project is to broaden the existing narrative and expand the story to all levels of Maymont House Museum and into the 100 acres of supporting landscapes and buildings – places inhabited by African American staff during the late nineteenth and early twentieth centuries.

A series of audio tours will be produced, focusing initially on the Maymont House and Museum and the historic core estate. These audio tours will provide a balance story on the history of the site, the community of Richmond and those who lived and worked at Maymont. The domestic rooms on the top floor of Maymont, currently used as offices and collection storage, will be reimagined as a living hall, housekeeper's room, back service hall and staircase and the servant's bathroom. These spaces will be furnished with non-accessioned period and reproduction furnishings and personal objects that visitors of all ages can engage by touch. These new publically accessible spaces will be further supported by the addition of non-accessioned period and replica artifacts and objects in the Maymont House Museum first and second floor to reflect domestic work and to support a social history experience to bring balance to the Dooley rooms and provide a presence for the former domestic staff whose stories have not been fully told. Finally, an orientation exhibition with supporting guest amenities is being planned that is to include a museum exhibition with orientation film and an active learning center to provide student engagement

for all. The exhibition will be comprised of informational text panels and graphics supported by object-driven cases that will be inclusive of the Dooley's and their employees.

**FISCAL IMPACT / COST:** No direct impact/cost as the result will be a net neutral from a City fiscal perspective. The City will receive \$1,000,000 from the Commonwealth and then distribute such funds to the recipient over time as the project is completed and DHR directs the City to release funds.

**FISCAL IMPLICATIONS:** The result will be a net neutral from a City fiscal perspective.

**BUDGET AMENDMENT NECESSARY:** Yes, this O&R requests an ordinance to amend the FY2020-2021 special fund budget in order to appropriate the funds received from the Commonwealth prior to June 30, 2021. Appropriating the funds into a special fund created solely for this purpose will facilitate both (1) the funds to be accepted/appropriated prior to the June 30, 2021 deadline and (2) the funds being disbursed by the City in subsequent fiscal years.

**REVENUE TO CITY:** The City will receive \$1,000,000 in new revenues but those funds will be disbursed to the recipient over time so the result will be net neutral.

**DESIRED EFFECTIVE DATE:** Upon adoption

**REQUESTED INTRODUCTION DATE:** May 10, 2021

**CITY COUNCIL PUBLIC HEARING DATE:** May 24, 2021

**REQUESTED AGENDA:** Consent

**RECOMMENDED COUNCIL COMMITTEE:** Finance and Economic Development Standing Committee (May 20, 2021)

**CONSIDERATION BY OTHER GOVERNMENTAL ENTITIES:** N/A

**AFFECTED AGENCIES:** Budget and Strategic Planning, Finance, Economic Development, Parks, Recreation & Community Facilities, City Attorney's Office

**RELATIONSHIP TO EXISTING ORD. OR RES.:** Amendment to Ord. Nos. 2020-050

**REQUIRED CHANGES TO WORK PROGRAM(S):** None

**ATTACHMENTS:** DHR Award Letter for the Maymont Below Stairs Historic Preservation Project

**STAFF:** Kimberly Chen, Senior Manager



# COMMONWEALTH of VIRGINIA

## Department of Historic Resources

2801 Kensington Avenue, Richmond, Virginia 23221

Matt Strickler  
*Secretary of Natural Resources*

Julie V Langan  
*Director*

Tel (804) 367-2323  
Fax (804) 367-2391  
[www.dhr.virginia.gov](http://www.dhr.virginia.gov)

January 8, 2021

Ms. Parke Richeson  
Executive Director  
Maymont Foundation  
1700 Hampton St.  
Richmond, VA 23220

RE: 2020/2021 State Grant for "Maymont Below Stairs"

Dear Ms. Richeson,

I am hereby notifying you formally that the General Assembly appropriated \$1,000,000.00 for PROJECT for the 2020-2021 fiscal year. This amount will be available upon execution of the Memorandum of Agreement (MOU) currently being drafted by DHR. As you know from our conversations, the funds will be passed from DHR to local governments, and we intend for that to happen as soon as possible after execution of the MOU, but no later than, June 30, 2021. Your project, however, does not have to be completed by that date. Funds are expected to be passed from the local government to you upon approval by DHR of your reimbursement requests. These are details that will be outlined in the MOU and/or the Grant Agreement that will accompany it.

As I hope you are aware, these state funds must be matched dollar for dollar with non-state funds or with in-kind goods and services. Only those expenditures made between July 1, 2020 and project completion can be considered as eligible project costs for the 2020-2021 grant. We ask that you complete and return the enclosed application form which will assist DHR in understanding specific details about the budget and scope of work for your project.

In moving forward, DHR's role will be to help you follow the State's procurement procedures as applicable, to see that matching share requirements are met, and that the project results in work that meets accepted preservation standards and practices. DHR also intends to shoulder as much of the grant administration burden as possible for your local government. In this regard, Jim Hare, DHR's Director of Special Projects, will be the main point of contact you and your local government during the grant

Capital Region Office  
2801 Kensington Avenue  
Richmond, VA 23221  
Tel (804) 367-2323  
Fax (804) 367-2391

Western Region Office  
962 Kime Lane  
Salem, VA 24153  
Tel (540) 387-5443  
Fax (540) 387-5446

Northern Region Office  
5357 Main Street  
PO Box 519  
Stephens City, VA 22655  
Tel (540) 868-7029  
Fax (540) 868-7033

period of performance. He may be contacted by email at [jim.hare@dhr.virginia.gov](mailto:jim.hare@dhr.virginia.gov) or by his direct line, 804-482-6445, or cell phone, 617-620-4498.

The important next steps are:

- DHR will review & approve the scope of work
- Based on above review, determine whether a preservation easement is required
- Determine and finalize the match requirements
- Execute the MOU between DHR, the locality (the fiscal agent for the grant pass-through), and the project management (the grant recipient)

We look forward to working with you in the coming months to ensure the success of your project. Thank you for your leadership in valuing Virginia's significant historic resources.

Sincerely,



Julie V. Langan  
Director

cc: Ms. Kimberly Chen, City of Richmond

Attachment: 2020/2021 Grant Application

Administrative Services  
10 Courthouse Ave  
Petersburg, VA 23803  
Tel (804) 862-6408  
Fax (804) 862-6196

Eastern Region Office  
2801 Kensington Avenue  
Richmond, VA 23221  
Tel (804) 367-2323  
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Western Region Office  
962 Kime Lane  
Salem, VA 24153  
Tel (540) 387-5443  
Fax (540) 387-5446

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