

INTRODUCED: January 11, 2016

AN ORDINANCE No. 2016-012

To authorize the Chief Administrative Officer to accept funds in the amount of \$13,081.00 from the Virginia Department of Criminal Justice Services and to appropriate the increase to the Fiscal Year 2015-2016 Special Fund Budget by increasing estimated revenues and the amount appropriated to the Department of Justice Services by \$13,081.00 for the purpose of funding a two percent salary increase for the City's full-time local Pretrial Service Act and Comprehensive Community Corrections Act employees.

\_\_\_\_\_  
Patron – Mayor Jones

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

PUBLIC HEARING: FEB 8 2016 AT 6 P.M.

THE CITY OF RICHMOND HEREBY ORDAINS:

§ 1. That the Chief Administrative Officer, for and on behalf of the City of Richmond, is authorized to accept funds in the amount of \$13,081.00 from the Virginia Department of Criminal Justice Services for the purpose of funding a two percent salary increase for the City's full-time local Pretrial Service Act and Comprehensive Community Corrections Act employees.

§ 2. That the funds received are hereby appropriated to the Special Fund Budget for the fiscal year commencing July 1, 2015, and ending June 30, 2016, by increasing estimated

AYES:            9            NOES:            0            ABSTAIN: \_\_\_\_\_

ADOPTED:      FEB 8 2016      REJECTED: \_\_\_\_\_      STRICKEN: \_\_\_\_\_

revenues by \$13,081.00, increasing the amount appropriated for expenditures by \$13,081.00 and allotting to the Department of Justice Services the sum of \$13,081.00 for the purpose of funding a two percent salary increase for the City's full-time local Pretrial Service Act and Comprehensive Community Corrections Act employees.

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



CITY OF RICHMOND
INTRACITY CORRESPONDENCE

4-4488
O & R REQUEST

DEC 1 2015

Chief Administration Office
City of Richmond

O&R Request

Edition 1

DATE: October 26, 2015

TO: The Honorable Members of City Council

DEC 10 2015

THROUGH: The Honorable Dwight C. Jones, Mayor

THROUGH: Selena Cuffee-Glenn, Chief Administrative Officer

THROUGH: Lenora Reid, Deputy Chief Administrative Officer/Chief Financial Officer

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

FROM: Rufus Fleming, Director of Justice Services

RE: Acceptance of CCA/PSA Salary Increase Funds

ORD. or RES. No. \_\_\_\_\_

PURPOSE: To authorize the Department of Justice Services to accept additional grant funds in the amount of \$13,081 from the Virginia Department of Criminal Justice Services for the purpose of providing a 2% salary increase for full-time employees of Local Pretrial Service Act and Comprehensive Community Corrections Act.

REASON: To recruit and retain knowledgeable employees with relevant experience and skills to administer correctional evidence-based practices. The increase will assist the Department of Justice Services in meeting the cost of living increase and keep salaries competitive with equivalent positions.

RECOMMENDATION:

The City's Administration recommends adoption of this ordinance.

BACKGROUND: Due to an increase in state revenue, the Virginia General Assembly, during the 2015 session, approved a number of increases in state budgets for FY16. The Governor also approved the proposed increases. As specified in the Appropriations Act under the Central Appropriations section, Item #467 - Compensation and Benefit Adjustments R.l.d., salary changes for local employees supported by the Commonwealth were included in the increases. The increases were added to Local Probation and Pretrial

**FISCAL IMPACT:** The Department of Justice Services is not required to provide a match. There is no impact anticipated.

**FISCAL IMPLICATION:** N/A

**BUDGET AMENDMENT NECESSARY:** Yes. To amend the FY2016 Special Fund Budget Ordinance 2015-57-83.

**REVENUE TO CITY:** The City will be reimbursed \$13,081 from the Virginia Department of Criminal Justice Services for the period of September 1, 2015 thru June 30, 2016 (10 months).

**DESIRED EFFECTIVE DATE:** Upon adoption

**REQUESTED INTRODUCTION DATE:** 12/14/15

**CITY COUNCIL PUBLIC HEARING DATE:** 1/11/16

**REQUESTED AGENDA:** Consent Agenda

**REQUESTED COUNCIL COMMITTEE:** Public Safety Committee

**CONSIDERATION BY OTHER GOVERNMENTAL ENTITY (IES):** None

**AFFECTED AGENCIES:** Department of Budget, Department of Finance, and Justice Services

**RELATIONSHIP TO EXISTING ORD. OR RES:** Amend FY2016 Special Fund Ordinance 2015-57-83

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

**ATTACHMENTS:** Statement of Grant Award/Department of Justice Services

**STAFF:** Rhonda Gilmer, Deputy Director  
Justice Services  
804-646-5410



# COMMONWEALTH of VIRGINIA

*Department of Criminal Justice Services*

Francine C. Ecker  
Director

1100 Bank Street  
Richmond, Virginia 23219  
(804) 786-4000  
TDD (804) 386-8732

July 28, 2015

**REVISED**

Ms. Selena Cuffee-Glenn  
Chief Administrative Officer  
City of Richmond  
900 E. Broad Street, Rm 201  
Richmond, VA 23219

RE: Grant No.: 16-T6375CC16  
Revised Community Corrections Award

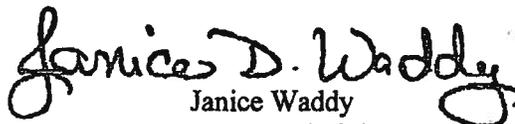
Dear Ms. Cuffee-Glenn:

The original grant award information, dated June 25, 2015, has been revised to reflect an increase in the total amount of awarded funds for fiscal year 2016. The additional amount in Personnel includes raises for full-time General Funded employees of Local Pretrial Service Act and Comprehensive Community Corrections Act employees.

Enclosed you will find a "**revised**" Statement of Grant Award. To indicate your acceptance of the award, please sign the award acceptance and return it to Janice Waddy, Grants Administrator, at the Department of Criminal Justice Services (DCJS). Please note that all other information included in the original Award Package remains the same.

We apologize for any inconvenience and will be happy to assist you in any way we can to assure your project's success. If you have any questions regarding this matter, please contact Paula Harpster at (804) 786-1140.

Sincerely,

  
Janice Waddy  
Grants Administrator

Enclosure

cc: Ms. Rhonda A. Gilmer, Senior Deputy Director  
Mr. Paul Jez, Director of Finance  
Ms. Paula Harpster, DCJS Monitor


**REVISED**  
 7-28-2015

**Department of Criminal Justice Services**

1100 Bank Street, 12th Floor, Richmond, VA 23219

**Statement of Grant Award/Acceptance**

**Subgrantee: Richmond City**

**Date: July 28, 2015**

**Grant Period:**

**Grant Number:**

**From:** 07/01/2015

**Through:** 06/30/2016

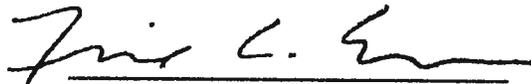
16-T6375CC16

Project Director	Project Administrator	Finance Officer
Ms. Rhonda A. Gilmer Senior Deputy Director Richmond Dept. of Justice Svcs, Div. of 730 E. Broad Street, 8th Floor Richmond, VA 23219  <b>Phone:</b> (804) 646-0309 <b>Email:</b> Rhonda.gilmer@richmondgov.co	Ms. Selena Cuffee-Glenn Chief Administrative Officer City of Richmond 900 E. Broad Street, Rm 201 Richmond, VA 23219  <b>Phone:</b> (804) 646-7978 <b>Email:</b> Selena.CuffeeGlenn@richmondgov.	Mr. Paul Jez Director of Finance City of Richmond 900 E. Broad St., Ste. 1003 Richmond, VA 23219  <b>Phone:</b> (804) 646-5776 <b>Email:</b> paul.jez@richmondgov.com

**Grant Award Budget**

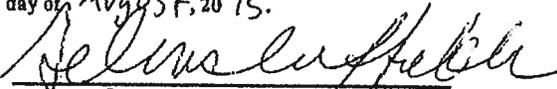
Budget Categories	DCJS Funds			Local	TOTALS
	Federal	General	Special		
Travel	\$0	\$0	\$0	\$0	\$0
Supplies/Other	\$0	\$27,897	\$0	\$0	\$27,897
Personnel	\$0	\$1,079,743	\$0	\$0	\$1,079,743
Indirect Cost	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$11,056	\$0	\$0	\$11,056
Consultant	\$0	\$0	\$0	\$0	\$0
<b>Totals</b>	<b>\$0</b>	<b>\$1,118,696</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,118,696</b>

**This grant is subject to all rules, regulations, and criteria included in the grant guidelines and the special conditions attached thereto.**



**Francine C. Ecker, Director**

The undersigned, having received the Statement of Grant Award/Acceptance and the Conditions attached thereto, does hereby accept this grant and agree to the conditions pertaining thereto, this 24 day of August, 20 15.

Signature:   
 Title: CAO