

INTRODUCED: April 13, 2020

AN ORDINANCE No. 2020-095

To authorize the Chief Administrative Officer to accept funds in the amount of \$297,414.00 from the Compensation Board for the Commonwealth of Virginia, and to appropriate the grant funds received to the Fiscal Year 2019-2020 Special Fund Budget by increasing estimated revenues and the amount appropriated to the Circuit Court’s Technology Trust Fund special fund by \$297,414.00 for the purpose of providing funding for the Circuit Court marriage license preservation and access project in the city of Richmond.

Patron – Mayor Stoney

Approved as to form and legality
by the City Attorney

PUBLIC HEARING: APR 27 2020 AT 6 P.M.

THE CITY OF RICHMOND HEREBY ORDAINS

§ 1. That the Chief Administrative Officer is authorized to accept funds for the City of Richmond in the amount of \$297,414.00 from the Compensation Board for the Commonwealth of Virginia for the purpose of providing funding for the Circuit Court marriage license preservation and access project in the city of Richmond.

§ 2. That the funds received are hereby appropriated to the Special Fund Budget for the fiscal year commencing July 1, 2019, and ending June 30, 2020, by increasing estimated revenues by \$297,414.00, increasing the amount appropriated for expenditures by \$297,414.00, and allotting

AYES: 8 NOES: 0 ABSTAIN: _____

ADOPTED: APR 27 2020 REJECTED: _____ STRICKEN: _____

to the Circuit Court's Technology Trust Fund special fund the sum of \$297,414.00 for the purpose of providing funding for the Circuit Court marriage license preservation and access project in the city of Richmond.

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



CITY OF RICHMOND
INTRACITY CORRESPONDENCE

O & R REQUEST

2020-027
FEB 21 2020

Office of the
Chief Administrative Officer

O&R REQUEST

DATE: February 20, 2020

EDITION: 1

TO: The Honorable Members of City Council

THROUGH: The Honorable Levar M. Stoney, Mayor

Handwritten signature and date: JS 3/13/2020

THROUGH: Lenora Reid, Acting Chief Administrative Officer

Handwritten initials: LR

THROUGH: Jay Brown, Director of Budget and Strategic Planning

THROUGH: John Wack, Director of Finance

Handwritten initials: JW

FROM: The Honorable Edward F. Jewett, Clerk of Circuit Court

Handwritten signature: E.F. Jewett

RE: Increase of Technology Trust Fund

ORD. OR RES. No.

PURPOSE: To authorize the Acting Chief Administrative Officer to accept an additional amount of \$297,414 approved by the State Compensation Board and appropriate \$297,414 to the Circuit Court FY2020 Special Fund Budget.

REASON: The Circuit Court's Technology Trust Fund exceeds the amount appropriated for the Circuit Court program as part of the Ordinance adopting the FY 2020 Special Budget, Ordinance Number 2019-042 by an additional \$297,414. The Circuit Court is seeking to have its marriage licenses dating back to 1945 easily accessible to the citizens of the City of Richmond as part of the mayor's priority of efficient and high, quality service. The increase is due to the cost of the marriage license project which had not be fully budgeted when preparing our City budget.

RECOMMENDATION: The City Administration recommends adoption of this Ordinance. The expense has been approved by the State Compensation Board and the City will be reimbursed by the State Compensation Board.

BACKGROUND: There is a need to back scan the marriage licenses to keep in line with the mayor's priority by providing efficient and high, quality service to the citizens of the City of Richmond and beyond while, at the same time, preserving court records. The full cost of the project had not previously been budgeted at the city level. As a part of the FY 2020 Special Fund Budget Ordinance adopting the Special Fund Budget, the Circuit Court's Technology Trust Fund

O&R Request

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was appropriated \$200,000. However, the actual amount of the Technology Trust Fund approved by the State Compensation board was \$297,414 which exceeded the already appropriated amount by \$297,414. As a result, authorization to accept and appropriate the additional \$297,414 over the already appropriated amount is required.

FISCAL IMPACT / COST: These additional funds will increase the FY20 Circuit Court Technology Trust Special Fund by \$297,414.

FISCAL IMPLICATIONS: Acceptance of this award will allow the Circuit Clerk to implement a marriage license backfile project.

BUDGET AMENDMENT NECESSARY: Yes, to amend Special Fund Ordinance #2019-042

REVENUE TO CITY: The City of Richmond will receive an additional amount of \$297,414 in reimbursement from the State Compensation Board to be appropriated to the FY2020 Special Fund Revenue Budget.

DESIRED EFFECTIVE DATE: Upon adoption

REQUESTED INTRODUCTION DATE: March 23, 2020

CITY COUNCIL PUBLIC HEARING DATE: April 13, 2020

REQUESTED AGENDA: Consent Agenda

RECOMMENDED COUNCIL COMMITTEE: Waived

CONSIDERATION BY OTHER GOVERNMENTAL ENTITIES: N/A

AFFECTED AGENCIES: The Department of Finance, the Department of Budget and Strategic Planning and Circuit Court

RELATIONSHIP TO EXISTING ORD. OR RES.: Adopted Special Fund Ordinance #2019-042

REQUIRED CHANGES TO WORK PROGRAM(S): None

ATTACHMENTS: STATE COMPENSATION BOARD MINUTES 773-20-03: CIRCUIT COURT CLERKS

STAFF: Cecelia Hargrove, Circuit Court-646-6536, Cecelia.Hargrove@richmondgov.com

**773-20-03: CIRCUIT COURT CLERKS
NEW BUSINESS:**

LOCALITY	OFFICER	REQUEST	CONSENT DOCKET	TOTAL COST	COMPENSATION BOARD ACTION
FY20 TECHNOLOGY TRUST FUND BUDGET REQUESTS	CIRCUIT COURT CLERKS	<p>Compensation Board staff presents FY20 TTF budget requests from 120 Circuit Court Clerks. All Clerks certified to currently providing secure remote access (SRA) to land records' images to public (nongovernmental) subscribers.</p> <p>In August 2019, 88 out of 120 Clerks submitted \$4 budget requests totaling \$4,015,777 out of a possible \$4 available funding of \$4,905,187 for technology equipment and services. Thirty-two (32) offices did not have any \$4 funds available.</p> <p>Ninety-three (93) Clerks submitted \$1 Fund budget requests totaling \$2,156,558 out of possible \$1 Fund available funding of \$1,586,721 for technology equipment and services. These Clerks' requests are recommended for approval at \$1,559,027. \$1 approvals are recommended only for offices with less than \$100,000 in \$4 available funding, based upon the following priorities:</p> <p>Full funding of requests for all offices for LR Systems Maintenance and SRA Maintenance. For offices with less than \$100,000 available in \$4 funds, requests are recommended for approval based upon the officer's request for reduction of social security numbers up to a maximum of \$10,000 and equipment up to a maximum of \$10,000. Funding requests for backscanning are not recommended, due to the lack of available funding.</p> <p>Seventy-seven (77) Clerks submitted \$4 and \$1 Fund requests for reduction of social security numbers totaling \$569,293, with \$124,928 of these requests not recommended for approval due to the lack of available funding. Twenty-two (22) Clerks made Purpose Code N requests for areas of the court not related to land records) from \$4 available funding totaling \$1,695,572. Sixty-one (61) Clerks submitted both \$4 and \$1 Fund budget requests. Total \$4 and \$1 Fund requests from 120 Clerks equal \$6,172,335. Total \$4 and \$1 Fund approval recommendations for 120 Clerks equal \$5,574,804.</p> <p>Existing cash plus \$5.0 M from the line of credit for the Clerks' Technology Trust Fund FY20 expenditures approved by the 2019 General Assembly is sufficient to cover all \$4 and \$1 recommended approvals. Reimbursements for actual expenses incurred will not exceed actual collections in the TTF in FY20.</p>	Approved per the below FY20 TTF Budget Request Table. <p>Approval for full funding is based upon the authority provided per 2019 Virginia Acts of Assembly, Chapter 854, Item 71, paragraph 1, to budget funds within available cash and projected revenues, and utilizing the line of credit under § 3-2.03a.</p> <p>The Compensation Board approved \$4,015,777 in \$4 funding requests, and \$1,559,027 in \$1 funding requests.</p> <p>NOTE: Expenditure reimbursements are limited to not exceed at any time the greater of 50% of budgeted amount or actual cash on hand through FY20 collections.</p>	\$6,172,335 NGF	

FIPS #	Locality	Funds Available - Pending	Fund Budget Category				Reduction of Social Security Numbers	Backscanned Conversion of Images/Indices	Other Consistencies, Training, Warranties	SUBTOTAL Purpose Code N (Land Reports)	SUBTOTAL Purpose Code N (Land Reports)	TOTAL \$4 APPROVED
			Records System (Purpose Code L, M and N)	Records System Remote Access	Equipment Hardware & Software	Equipment Hardware & Software						
760	Richmond	578,795	45,760	23,100	34,378	14,588	378,600	-	89,667	407,747	497,414	
770	Roanoke	134,484	28,676	9,600	-	8,625	-	-	45,507	1,394	46,901	
775	Salem	7,580	7,580	-	-	-	-	-	7,580	-	7,580	
790	Staunton	2,688	2,688	-	-	-	-	-	2,688	-	2,688	
800	Suffolk	44,417	-	-	-	-	44,417	-	44,417	-	44,417	
810	Virginia Beach	224,033	137,300	9,500	77,233	-	-	-	190,323	33,710	224,033	
820	Waynesboro	4,560	4,560	-	-	-	-	-	4,560	-	4,560	
840	Winchester	-	-	-	-	-	-	-	-	-	-	
	Grand Total	4,905,187	1,041,939	214,938	1,589,470	175,828	953,412	40,182	2,330,205	1,685,572	4,015,777	

FIPS #	Locality	\$4 Available - Pending	Fund Budget Category				Reduction of Social Security Numbers	Backscanned Conversion of Images/Indices	TOTAL \$3 Fund Approved	Equipment NOT Approved	Redaction NOT Approved	TOTAL Backscanned Conversion Approved	TOTAL \$3 Fund NOT Approved
			Records System (Purpose Code L)	Records System Remote Access	Equipment Hardware & Software	Equipment Hardware & Software							
001	Accomack	19,867	6,132	6,000	2,500	1,408	-	16,040	-	-	-	-	
003	Albemarle	43,805	1,194	9,000	-	-	-	10,194	-	-	10,000	10,000	
005	Alleghany/Covington	-	11,644	2,400	2,920	2,198	-	19,162	-	-	10,000	10,000	
007	Amelia	1,434	-	-	-	-	-	-	-	-	14,445	14,445	
008	Amherst	7,225	-	983	10,000	2,838	-	13,821	1,700	-	-	1,700	
011	Appomattox	2,123	6,760	1,000	2,377	-	-	10,137	-	-	-	-	
013	Arlington/Falls Church	65,728	-	-	-	10,000	-	10,000	-	6,006	-	6,006	
015	Augusta	42,229	-	-	-	-	-	-	-	-	-	-	
017	Bath	-	9,124	2,400	2,800	1,508	-	15,832	-	-	-	-	
019	Bedford/Sedford City	32,742	-	6,000	-	2,834	-	8,834	-	-	-	-	
021	Bland	-	9,750	2,400	3,790	359	-	16,299	-	-	-	-	
023	Botetourt	13,201	-	-	10,000	10,000	-	20,000	5,720	13,486	-	18,206	

SPECIAL FUND AGENCY DETAIL

SPECIAL
FUNDS

Agency	FY 2017 Actual	FY 2018 Actual	FY 2019 Adopted	FY 2020 Adopted
Adult Drug Court				
RADTC- Step Up and Out Program	162,735	155,334	139,500	150,000
RADTC-SAMHSA Grant	319,506	295,949	105,000	350,000
Judiciary Projects/Grants	—	(4,089)	—	—
Total Agency Special Funds	\$482,241	\$447,194	\$244,500	\$500,000
Animal Care and Control				
Duffield Family FY15 - SPCA	7,019	—	—	—
Maddies Fund	26,605	4,276	—	—
Pet License Collections	86,156	146,301	65,000	65,000
Total Agency Special Funds	\$119,780	\$150,577	\$65,000	\$65,000
Circuit Court				
Technology Trust Fund	305,324	46,799	200,000	200,000 *
Clerk's Non-Reverting Fund	—	—	—	200,000
Library of VA Records Preservation Grant	—	—	—	15,000
Total Agency Special Funds	\$305,324	\$46,799	\$200,000	\$415,000
City Attorney				
Attorney-Legal Counsel	—	82,496	—	—
Delinquent Tax Sales	1,040,885	6,204,054	1,822,093	3,451,806
Juvenile & Domestic Relations - Lgl. Svcs.	700,078	690,581	795,403	—
Total Agency Special Funds	\$1,740,963	\$6,977,131	\$2,617,496	\$3,451,806
City Council				
Cable Communications	—	—	261,869	261,869
Total Agency Special Funds	\$0	\$0	\$261,869	\$261,869
Commonwealth Attorney				
State Asset Forfeiture	16,242	131,121	75,000	75,000
Federal Asset Forfeiture	27,073	—	—	—
Victim Witness	633,723	729,663	743,047	757,908
Attorney for Co	—	315	—	—
Total Agency Special Funds	\$677,038	\$861,099	\$818,047	\$832,908
Community Wealth Building				
Kellogg Foundation	305,324	17,164	—	—
TANF Grant	—	685,569	1,982,866	1,982,866
Living Wage Certification	—	1,844	—	—
OCWB - Projects/Grants: Default	—	1,319	—	—
Total Agency Special Funds	\$305,324	\$705,896	\$1,982,866	\$1,982,866