

INTRODUCED: September 24, 2018

AN ORDINANCE No. 2018-251

To authorize the Chief Administrative Officer to accept funds in the amount of \$10,792.00 from the Library of Virginia and to appropriate the increase to the Fiscal Year 2018-2019 Special Fund Budget by increasing estimated revenues and the amount appropriated to the Judiciary – Circuit Court agency’s special fund by \$10,792.00 for the purpose of funding a records conservation project for the long-term preservation of Plat Book I, Chancery Court, 1816-1889; Plat Book 16, 1960-1968; Plat Book 17, 1961-1965; and Plat Book 19, 1964-1966.

Patron – Mayor Stoney

Approved as to form and legality
by the City Attorney

PUBLIC HEARING: OCT 8 2018 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 \$10,792.00 from the Library of Virginia for the purpose of funding a records conservation project for the long-term preservation of Plat Book I, Chancery Court, 1816-1889; Plat Book 16, 1960-1968; Plat Book 17, 1961-1965; and Plat Book 19, 1964-1966.

§ 2. That the funds received are hereby appropriated to the Special Fund Budget for the fiscal year commencing July 1, 2018, and ending June 30, 2019, by increasing estimated revenues

AYES: 9 NOES: 0 ABSTAIN: _____

ADOPTED: OCT 8 2018 REJECTED: _____ STRICKEN: _____

by \$10,792.00, increasing the amount appropriated for expenditures by \$10,792.00 and allotting to the Judiciary – Circuit Court agency’s special fund the sum of \$10,792.00 for the purpose of supporting a records conservation project for the long-term preservation of Plat Book I, Chancery Court, 1816-1889; Plat Book 16, 1960-1968; Plat Book 17, 1961-1965; and Plat Book 19, 1964-1966.

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

RECEIVED

SEP 18 2018

O & R REQUEST

4-8132

AUG 29 2018



OFFICE OF CITY ATTORNEY
CITY OF RICHMOND
INTRACITY CORRESPONDENCE

Office of the
Chief Administrative Officer

O&R REQUEST

DATE:

EDITION: 1

TO: The Honorable Members of City Council

THROUGH: The Honorable Levar M. Stoney, Mayor

LL 9/14/18

THROUGH: Selena Cuffee-Glenn, Chief Administrative Officer

THROUGH: Lenora Reid, Deputy Chief Administrative Officer for Finance & Administration

[Signature]

THROUGH: John Wack, Director of Finance

[Signature]

THROUGH: Jay Brown, Director of Budget and Strategic Planning

JAB

FROM: The Honorable Edward Jewett, Clerk of Circuit Court

EA Jewett

RE: Acceptance and Appropriation of Grant Funds from the Library of Virginia

ORD. OR RES. No. _____

PURPOSE: To Authorize the Chief Administrative Officer to accept grant funds in the amount of \$10,792.00 from the Library of Virginia, and to appropriate the increase to the Fiscal Year 2018-2019 Special Fund Budget by increasing estimated revenues and the amount appropriated to the Circuit Court's Special Fund Budget for the purpose of supporting a records conservation project for the long term preservation of four original, permanent land record books.

REASON: The Circuit Court is seeking approval to accept a grant award in the amount of \$10,792.00 from the Library of Virginia, Virginia Circuit Court Records Preservation Program. The grant will provide the funding necessary to conduct preservation activities of historic Circuit Court Records.

RECOMMENDATION: The administration recommends adoption of this Ordinance request.

BACKGROUND: There is a need to preserve historic Richmond Circuit Court records. The grant funds awarded by the library of Virginia will support the preservation of Plat Book 1, Chancery Court, 1816-1889; Plat Book 16, 1960-1968; Plat Book 17, 1961-1965; and Plat Book 19, 1964-1966.

O&R Request

Page 2 of 2

FISCAL IMPACT / COST: These funds will increase the Fiscal Year 2018-2019 Special Fund Budget.

FISCAL IMPLICATIONS: The addition of these funds (\$10,792.00) will allow the Circuit Court to implement this important project and preserve historic documents.

BUDGET AMENDMENT NECESSARY: Yes, this will amend the Fiscal Year 2018-2019 Special Fund Budget, Ordinance No. 2018-058

REVENUE TO CITY: Revenue in the amount of \$10,792.00 will be added to the Special Fund Budget

DESIRED EFFECTIVE DATE: Upon Adoption

REQUESTED INTRODUCTION DATE: September 24, 2018

CITY COUNCIL PUBLIC HEARING DATE: October 8, 2018

REQUESTED AGENDA: Consent

RECOMMENDED COUNCIL COMMITTEE: Finance and Economic Development

CONSIDERATION BY OTHER GOVERNMENTAL ENTITIES: None

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

RELATIONSHIP TO EXISTING ORD. OR RES.: None

REQUIRED CHANGES TO WORK PROGRAM(S): None

ATTACHMENTS: Copy of Award letter

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



LIBRARY OF VIRGINIA

Sandra Gloia Treadway
Librarian of Virginia

July 25, 2018

The Honorable Edward Jewett
Clerk of the Circuit Court
City of Richmond
400 N. 9th St.
Richmond, VA 23219

Grant Agreement Number: 2019FY-77

Dear Mr. Jewett,

The Circuit Court Records Preservation Grants Review Board met on Tuesday, July 24th, 2018 to consider eighty-nine applications submitted from eighty-seven localities. It is our pleasure to inform you that your Item Conservation grant application to the Virginia Circuit Court Records Preservation Program has been approved at a full amount of \$10,792.00. The following item(s) have been approved by the Review Board: Plat Book 1, Chancery Court, 1816-1889; Plat Book 16, 1960-1968; Plat Book 17, 1961-1965; Plat Book 19, 1964-1966. This grant is subject to the stated amount, availability of funds, and any provisos listed in this letter or on the enclosed CCRP Grants Program Application Certification form. Please review these provisos carefully to determine the scope and/or limitations of the project.

You will find the Application Certification form enclosed. This agreement, along with the original grant application details the term of your project, the portion of your project supported with grant funds, and the specific work that is to be accomplished. It will also indicate your fiscal and program reporting requirements. Please read the agreement carefully and return it to Michelle Washington at the Library of Virginia in the prepaid envelope included in this mailing. Contact your item conservation vendor representative to make arrangements for them to collect the approved items. If you have any questions regarding this award or agreement, please contact Greg Crawford at (804) 692-3505.

Please accept our congratulations on the approval of your application. We appreciate your interest in preserving Virginia's documentary heritage and extend our best wishes for a successful project.

Sincerely,

Sandra G. Treadway
State Librarian and State Archivist of Virginia

Paul F. Ferguson
President, Virginia Court Clerks' Association