

INTRODUCED: September 11, 2017

AN ORDINANCE No. 2017-159

To amend Ord. No. 2017-036, adopted May 15, 2017, which adopted the Fiscal Year 2017-2018 General Fund Budget and made appropriations pursuant thereto, by creating a new program within the Justice Services agency called “Justice Services-Adult Day Reporting” and transferring and re-appropriating \$476,494.00 from the Justice Services-Operations program to the new Adult Day Reporting program for the purpose of separating the appropriations for the adult day reporting center from the appropriations for other Department of Justice Services operations.

\_\_\_\_\_  
Patron – Mayor Stoney

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

PUBLIC HEARING: SEPT 25 2017 AT 6 P.M.

THE CITY OF RICHMOND HEREBY ORDAINS:

§ 1. That Ordinance No. 2017-036, adopted May 15, 2017, which adopted the General Fund Budget for the fiscal year commencing July 1, 2017, and ending June 30, 2018, and made appropriations thereto, is hereby amended by (i) creating a new program within the Justice Services agency called “Justice Services-Adult Day Reporting,” with program number 01517, and (ii) transferring funds in the amount of \$476,494.00 from the Justice Services-Operations program, with program numbers 01502, 01503, 01504, 01505, 01506, 01507, 01508, 01510, 01511, and 01512, and appropriating these transferred funds in the amount of \$476,494.00 to the new Justice

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

ADOPTED:    SEPT 25 2017    REJECTED:    \_\_\_\_\_    STRICKEN:    \_\_\_\_\_

Services-Adult Day Reporting program, with program number 01517, for the purpose of separating the appropriations for the adult day reporting center from the appropriations for other Department of Justice Services operations.

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



CITY OF RICHMOND
INTRACITY CORRESPONDENCE

O & R REQUEST

4-6863
AUG 14 2017

Office of the
Chief Administrative Officer

O&R REQUEST

DATE: July 26, 2017

EDITION: 1

TO: The Honorable Members of City Council

RECEIVED

THROUGH: The Honorable Levar M. Stoney, Mayor

SEP 07 2017

THROUGH: Mrs. Selena Cuffee-Glenn, Chief Administrative Officer

OFFICE OF CITY ATTORNE

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

THROUGH: John Wack, Director of Finance

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

THROUGH: Debbie P. Jackson, Interim DCAO for Human Services

FROM: Rufus Fleming, Director of the Department of Justice Services

RE: Department of Justice Services Budget Amendments Submitted to Council

ORD. OR RES. No.

PURPOSE: To authorize the Chief Administrative Officer to transfer funds in the amount of \$476,494 from Program 01510 to Program 01517 to set up the Adult Day Reporting Center Cost Center.

BACKGROUND: The funding for the Adult Day Reporting Center program is currently combined with the Community Corrections Program in Program 01510. The Adult Day Reporting Center funding (\$476,494.00) needs to be in a separate cost center in order to accurately manage the departmental budget by program. Department of Justice Services need the budget to be set up in Program 01517 as it is more efficient to track expenditures associated solely with the Adult Day Reporting Center.

REASON: Per Council ordinance #2017-120: Sec. 12-11.1 Form of budget amendments submitted to Council this amendment seeks to transfer from an approved program (1510) to a new program (1517) for transparency of expenditures. The Adult Day Reporting Center is a new program within the Department of Justice Services.

**RECOMMENDATION:** The City's Administration recommends adoption of this ordinance.

**SOURCE:** (must select all that apply)

- New/increased revenue (*complete the general fund new budget item detail chart*)(you must identify the amount of the new revenue or increase in revenue and the reason the new revenue or increase in revenue is available – do this in the Background section above)
- Existing general fund (*complete general fund transfer budget item detail*) (you must identify the budget item to be reduced, the amount of the reduction, the reason for the reduction, **and an analysis of the impact on each program or subprogram funded by that budget item** – do this in the Background and Reason sections above)
- Fund Balance/Reserve/Contingency/Other Funding Source (you must identify the specific source to be used (e.g. Fund balance, reserve, contingency, or other), the amount of that funding source proposed to be used, and the reason for the use of that funding source – do this in the Background section above)

**FISCAL IMPACT/COST** (current FY):

- **If Adopted:** A total of \$476,494 will be moved from program 01510 to the new program 01517, allowing for a more efficient means to track expenditures associated with the Adult Day Reporting Center.
- **If Not Adopted:** Will hinder transparency of the expenditures associated with the Adult Day Reporting Center.

**FISCAL IMPLICATIONS** (future FYs): Fiscal implications will be determined as part of the zero-based budgeting approach Council ordinance 2017-120.

**BUDGET AMENDMENT NECESSARY:** Yes, to transfer budget from General Fund program 01510 to new program 01517.

**REVENUE TO CITY:** No, it's from an existing source of adopted funds.

**DESIRED EFFECTIVE DATE:** Upon adoption.

**REQUESTED INTRODUCTION DATE:** September 11, 2017

**CITY COUNCIL PUBLIC HEARING DATE:** September 25, 2017

**REQUESTED AGENDA:** Consent.

**RECOMMENDED COUNCIL COMMITTEE:** Request a waiver.

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

**AFFECTED AGENCIES:** Mayor, Chief Administrative Officer, City Attorney, Department of Justice Services, Finance, Budget

**RELATIONSHIP TO EXISTING ORD. OR RES.:** 2017-120

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

**ATTACHMENTS:** Budget Transfer form

**STAFF:** Rhonda Gilmer, Deputy Director II

**GENERAL FUND TRANSFER BUDGET ITEM DETAIL:**

\*for item # and title, see ordinance #2017-036, FY2018 Program Level Budget

Existing Item – You must show the total appropriation for each modified budget item for your agency

<u>FROM</u>					
<u>Item #</u>	<u>Title</u>	<u>Program (cost center #)</u>	<u>Subprogram (service code #)</u>	<u>Transfer Amount</u>	<u>New Appropriation Amount</u>
116	Justice Services - Administration	01501		0	1,307,335
117	Justice Services – Operations	01510		476,494	7,560,905

Existing Item – You must show the total appropriation for each modified budget item for your agency

**OR**

New Item – You must show the total appropriation for each modified budget item for your agency \*for a new item you must reference the next corresponding item # with a (.) decimal point, see ordinance #2017-036, FY2018 Program Level Budget

<u>TO</u>					
<u>Item #</u>	<u>Title</u>	<u>Program (cost center #)</u>	<u>Subprogram (service code #)</u>	<u>Transfer Amount/New Amount</u>	<u>New Appropriation Amount</u>
117.1	Justice Services – Operations	01517		476,494	476,494
Grand Total					9,344,734