



MEMORANDUM

TO: Timothy J. Baroody, City Manager
FROM: Tripp Lawrence, Assistant Director of Finance
DATE: July 6, 2022 (for the July 12, 2022 Council meeting)
SUBJECT: Transmittal: Amending the Fiscal Year 2023 Budget to Increase Funding in the General Fund from the Compensation Board and in the City Grants fund for Police School Resource Officers

ISSUE

The City has received FY 2023 budget estimates from the Commonwealth of Virginia Compensation Board as well as a Virginia Department of Criminal Justice Services (DCJS) School Resource Officer (SRO) Grant award notification.

RECOMMENDATION

This is a transmittal to introduce the topics of Resolutions that will be presented for City Council's consideration at future meetings.

DISCUSSION

Compensation Board Funding

On June 8, 2022, the state Compensation Board informed localities of their estimate of expenses for Constitutional Officers. These estimates are based upon total funding approved by the 2022 Special Session 1 of the General Assembly.

The FY 2023 Compensation Board estimate of expenses included a five percent across-the-board salary increase. The City of Fredericksburg has historically supplemented the Compensation Board employee salary reimbursement that is received from the state. An equivalent to the amount of the Compensation Board salary increase must be received by the employee, although it is often not necessary to increase an employee's salary by the same percentage as noted by the Compensation Board to achieve an increase of the same amount, because of a locality's supplement of the Compensation Board budgeted salary. After analysis of the Constitutional Officer Department salaries, the Finance Department determined that a few salaries in the Clerk of Circuit Court, Commonwealth Attorney, and the Treasurer's Office need to be adjusted by slightly increased amounts to ensure that the City is in compliance with Compensation Board guidelines.

The Compensation Board estimates mentioned, but the budgets do not currently include, compression-based salary increases to base salaries of all Compensation Board funded, full-time sworn sheriffs' deputies with three or more years of services up to a maximum of thirty years of service.

Additional specific guidance from the Compensation Board is expected before August 1st when the compression-based salary, as well as the five percent salary increases, take effect.

The Resolution that will be presented to Council in the future will adjust the Constitutional Officers' Compensation Board revenue amounts as well as their salary and fringes expenditure lines.

Police Department School Resource Officers

The City of Fredericksburg was awarded a DCJS SRO Grant in the amount of \$51,022 to fund two part-time School Resource Officers in the City of Fredericksburg Schools. The City was awarded the full funding for this grant, and no local match is necessary. The period of the grant is from July 1, 2022 through June 30, 2023. Chief Layton requests that once this grant period has expired, the City pledges to continue funding these two part-time positions.

The Resolution to be presented in the future will increase grant revenue and salary and fringes expenditures in the City Grant funds.

FISCAL IMPACT

Compensation Board Funding

The City will be receiving approximately \$70,000 in additional revenue from the Compensation Board and those funds will be used to adjust the salaries of specific Compensation Board funded positions in the Clerk of Circuit Court, Commonwealth Attorney, and the Treasurer's Offices. No additional City funds will be used for these salary adjustments.

Police Department School Resource Officers

The \$51,022 SRO Grant from DCJS requires no local match.

Attachment: Commonwealth of Virginia Department of Criminal Justice Services Statement of Grant Award



COMMONWEALTH of VIRGINIA

Department of Criminal Justice Services

The Honorable Jackson H. Miller
Director

Tracy Louise Winn Banks, Esq.
Chief Deputy Director

Washington Building
1100 Bank Street
Richmond, Virginia 23219
(804) 786-4000
www.dcjs.virginia.gov

July 1, 2022

Timothy Baroody
City Manager
701 Princess Anne Street
Room 203
Fredericksburg, Virginia 22401

RE: FY23 - Fredericksburg Police SRO Grant

Dear Timothy Baroody:

Congratulations on being a recipient of the above referenced grant program! Your DCJS grant award number is **23-205-A** and was approved for a total award of **\$51,022**, funded through Award Number **2023-FREE-GRANT**. The project period is **7/1/2022** through **6/30/2023**.

Included with this letter is a Statement of Grant Award/Acceptance (SOGA). Please note hard copies of the General Special Conditions, as well as the Reporting Requirements and Projected Due Dates, are now referred to as **Conditions and Requirements** and will be posted online at <https://www.dcjs.virginia.gov/grants/grant-requirements> within the next two weeks.

In addition to the general Special Conditions, there may be grant specific Special Conditions related to your Grant Award called Encumbrances. If there are any, you are required to adhere to these conditions via the On-line Grants Management System (OGMS) at <https://ogms.dcjs.virginia.gov/>. If you have not previously done so, you must register in order to use this web-based system. The instructions on *Registering for a New Account* and *Submitting Action Item Encumbrances* are posted here <https://www.dcjs.virginia.gov/grants/ogms-training-resources> along with other resources and training videos. All registrants will be approved within 3 – 5 business days.

We will be happy to assist you in any way we can to assure your project's success. To indicate your acceptance of the award and conditions, please sign the included SOGA and return it electronically within the next 60 days to grantsmgmt@dcjs.virginia.gov. If you have questions, contact your DCJS Grant Monitor **Michelle Miles** at Michelle.Miles@dcjs.virginia.gov or via email at **804-225-1846**.

Sincerely,

A handwritten signature in black ink, appearing to read "Jackson Miller".

Jackson Miller

STATEMENT OF GRANT AWARD (SOGA)

Virginia Department of Criminal Justice Services
1100 Bank Street, 12th Floor
Richmond, Virginia


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|--------------------------------------------|
| SRO-SRO Grant Program and Fund-FY23 |
|--------------------------------------------|

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|-----------------------------|----------------|
| Subgrantee: Fredericksburg | |
| DCJS Grant Number: 23-205-A | |
| Grant Start Date: 7/1/2022 | |
| Grant End Date: 6/30/2023 | |
| Indirect Cost Rate: _____% | *If applicable |

| | |
|----------------------|-----------------|
| Federal Funds: | |
| State General Funds: | |
| State Special Funds: | \$51,022 |
| Local Match: | _____ |
| Total Budget: | \$51,022 |

| Project Director | Project Administrator | Finance Officer |
|------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Ms. Aimee Lynch Sergeant 2200 Cowan Blvd Fredericksburg, Virginia 22401 540-654-5788 alynch@pd.fredericksburgva.gov | Timothy Baroody City Manager 701 Princess Anne Street Room 203 Fredericksburg, Virginia 22401 540-372-1010 tjbaroody@fredericksburgva.gov | Robyn Shugart Director - Financial Affairs 701 Princess Anne Street Fredericksburg, Virginia 22401 540-372-1017 reshugart@fredericksburgva.gov |

***Please indicate your ICR in the space provided, if applicable.** As the duly authorized representative, the undersigned, having received the Statement of Grant Awards (SOGA) and reviewing the Special Conditions, hereby accepts this grant and agree to the conditions and provisions of all other Federal and State laws and rules and regulations that apply to this award.

Signature:  _____
 Authorized Official (Project Administrator)

Title: City Manager

Date: 7/6/2022