



# CITY OF RAPID CITY

RAPID CITY, SOUTH DAKOTA 57701-2724

## COMMUNITY DEVELOPMENT DIVISION

300 Sixth Street  
Rapid City, SD 57701

Barbara Garcia, Community Development Manager

Phone: 605-394-4181

Community Development Division

Fax: 605-355-3520

city web: [www.rcgov.org](http://www.rcgov.org)

e-mail: [Barbara.garcia@rcgov.org](mailto:Barbara.garcia@rcgov.org)

### MEMORANDUM

TO: Legal & Finance  
FROM: Barbara Garcia, Community Development Manager  
DATE: March 2, 2011  
RE: Authorization for Mayor and Chief Financial Officer to sign the State of South Dakota Consultant Contract/Letter of Agreement for Consultant Services for the SD Department of Corrections Adult Reentry Program

Staff is requesting City Council approval for the Mayor and Chief Financial Officer to sign the State of South Dakota Consultant Contract/Letter of Agreement for Consultant Services for the SD Department of Corrections Adult Reentry Program for January 1, 2011 to December 31, 2012. This is for the continuation of the existing program funded for January 1, 2010 to December 31, 2010.

The program is being modified to remove our administration of transitional housing, start-up housing, mentorship, and employability services funds. We have determined that the state is able to process draws through their system faster than we can, so the clients and vendors will be able to be serviced in a more timely fashion if we remove the City from those activities, and it will reduce our work load.

The State will provide funding in the amount of \$79,296 annually for 2 years for a Rapid City Local Site Reentry Coordinator position under the state's Second Chance Act Grant. The \$79,296 is to be used as follows:

- \$50,520 - salary, fringe, supplies, travel and phone
- \$ 3,776 - administrative oversight
- \$25,000 - Flexible Funds for direct services for clients

The Coordinator will facilitate transitional services for state adult offenders transitioning from state prison to the Rapid City area, coordinating services with the DOC, Parole services, the City of Rapid City, the Rapid City Reentry Task Force and local service providers.



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As the Consultant, the City agrees to provide office space, office utilities and direct supervision of the Local Site Coordinator. The Coordinator will be housed in the Community Development Division office and supervised by the Community Development Specialist.

City Council approved the resolution to establish the non-union position of Reentry Program Coordinator at grade level 16 on December 7, 2009 and the previous 2010 amended contract on June 21, 2010.

**Staff Recommendation is for City Council authorization for the Mayor and Chief Financial Officer to sign the State of South Dakota Consultant Contract/Letter of Agreement for Consultant Services for the SD Department of Corrections Adult Reentry Program for January 1, 2011 to December 31, 2012.**