



# CITY OF RAPID CITY

RAPID CITY, SOUTH DAKOTA 57701-2724

## COMMUNITY DEVELOPMENT DIVISION

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### MEMORANDUM

TO: Legal & Finance  
FROM: Barbara Garcia, Community Development Manager  
DATE: March 28, 2012  
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, 2012 to December 31, 2012. This is for the continuation of the existing grant funded for January 1, 2011 to December 31, 2013.

The contract includes an increase to the salary and fringe benefits to match the proposed City 2012 pay increases.

The State will provide funding in the amount of \$80,961.00 annually for a Rapid City Local Site Reentry Coordinator position under the state's Second Chance Act Grant. The \$80,961.00 is to be used as follows:

\$52,185 - 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.

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



EQUAL OPPORTUNITY EMPLOYER

City Council approved the resolution to establish the non-union position of Reentry Program Coordinator at grade level 16 on December 7, 2009, a 2010 amended contract on June 21, 2010, and a 2011 contract on March 7, 2011.

**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, 2012 to December 31, 2012.**