



City of Alexandria, Virginia
Sheriff's Office



Administrative Office
Detention Center
2003 Mill Road
Alexandria, VA 22314
703.746.4114

Dana Lawhorne
Sheriff

Courthouse
Judicial - Legal Process
520 King Street, Suite 308
Alexandria, VA 22314
703.746.4120

City Manager's Office
City of Alexandria, Virginia

OCT - 1 2020

Mark Jinks
Alexandria City Manager
City Hall
301 King Street
Alexandria, Va. 22314

CONFIDENTIAL

October 1, 2020

Mr. Jinks,

The purpose of this letter is to inform you of my decision to terminate the memorandum of understanding for the Local Community Based Probation and Pretrial Services office. Per the Memorandum of Understanding, the City of Alexandria is the Administrator and Fiscal Agent for the program and the Alexandria Sheriff's Office is the Implementing Agent. At the close of business on December 31, 2020, the Sheriff's Office will no longer serve as the Implementing Agent.

This program was started over 20 years ago when the city acquired a state grant. I'm not sure why it was placed under the Alexandria Sheriff's Office. The state and city provides a limited amount of money to fund the entire program. We regularly divert Sheriff's Office staff, money, and other HR resources to fully sustain the program. All the additional costs associated with implementing this program are absorbed by this office. The Covid-19 pandemic has more than exhausted our limited resources.

This agreement is severable by either party upon the provision of written notice of the intent at the beginning of any calendar quarter and will be effective as of the last day of the quarter in which the notice has been given but no less than 90 days prior to the date of proposed termination of the agreement. October 1, 2020 will be the start of the 4th quarter of the 2020 calendar year.

You can have your point of contact coordinate the transition with Chief Deputy Shelbert Williams.

Sincerely,

Dana Lawhorne