

## ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team  
at [MileHighOrdinance@DenverGov.org](mailto:MileHighOrdinance@DenverGov.org) by **3:00pm on Monday**.

**\*All fields must be completed.\***  
*Incomplete request forms will be returned to sender which may cause a delay in processing.*

Date of Request: 10/24/2016

Please mark one:  Bill Request or  Resolution Request

1. Has your agency submitted this request in the last 12 months?

Yes  No

If yes, please explain:

2. **Title:** (Include a concise, one sentence description – please include name of company or contractor and contract control number - that clearly indicates the type of request: grant acceptance, contract execution, amendment, municipal code change, supplemental request, etc.)

Ordinance request to transfer \$12,020,206 in cash from the Capital Improvement Fund (Fund 31000) to Capital Special Revenue Funds 38507 and 38349 respectively to correct previous financial actions.

3. **Requesting Agency:**

Department of Finance, Budget and Management Office

4. **Contact Person:** (With actual knowledge of proposed ordinance/resolution.)

- **Name:** Laura Perry
- **Phone:** 720-913-5537
- **Email:** [laura.perry@denvergov.org](mailto:laura.perry@denvergov.org)

5. **Contact Person:** (With actual knowledge of proposed ordinance/resolution who will present the item at Mayor-Council and who will be available for first and second reading, if necessary.)

- **Name:** Laura Perry
- **Phone:** 720-913-5537
- **Email:** [laura.perry@denvergov.org](mailto:laura.perry@denvergov.org)

6. **General description of proposed ordinance including contract scope of work if applicable:**

This request is an administrative clean-up action to transfer **\$12,020,206** in cash from the Capital Improvement Fund (fund 31000) to Capital Special Revenue fund numbers 38507 East Corridor COP and 38349 East Corridor RTD to address negative cash balances. The respective actions are as follows:

- **\$1,820,206** is requested to be transferred from the Capital Improvement Fund (31000) to Capital Special Revenue Fund 38507 East Corridor COP to correct a 2013 lease payment associated with Lease Purchase Agreement NO 2012C with Denver Properties Leasing Trust 2012C which was paid from the incorrect fund (38507). The 2013 payment should have been paid from the Capital Improvement Fund. An appropriation was made in error in both funds in the 2013 Long Bill.
- **\$10,200,000** is requested to be transferred from the Capital Improvement Fund (31000) to Capital Special Revenue Fund 38349 East Corridor RTD. \$10.2M has been transferred in total from the General Fund to the Capital Improvement Fund since 2013 because of the wrong transfer org being included in the annual long bill. The intent of this action is to move the cash to the correct fund (39349) to offset the expenditures that have occurred to date.

**\*\*Please complete the following fields:** (Incomplete fields may result in a delay in processing. If a field is not applicable, please enter N/A for that field.)

- a. **Contract Control Number:** N/A
- b. **Duration:** N/A
- c. **Location:** N/A

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: \_\_\_\_\_

Date Entered: \_\_\_\_\_

d. **Affected Council District:** N/A

e. **Benefits:** Administrative financial corrections prior to implementation of City's new enterprise financial system.

f. **Costs:** N/A

7. **Is there any controversy surrounding this ordinance?** (*Groups or individuals who may have concerns about it?*) **Please explain.** No.

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*To be completed by Mayor's Legislative Team:*

SIRE Tracking Number: \_\_\_\_\_

Date Entered: \_\_\_\_\_