

# 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**. For any questions please contact Skye Stuart.

**\*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, contract amendment, municipal code change, supplemental request, etc.**)

Requests supplemental appropriation from general fund contingency for several city agencies, including the Career Service Hearing Office, the City Attorney's Office, the Office of the Clerk & Recorder, Human Rights & Community Partnerships, the Sheriff Department, the Office of Economic Development, the Office of Human Resources and the Office of Special Events.

3. **Requesting Agency:** Finance

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

- **Name:** Stephanie Adams or applicable agency/BMO analyst – see table below.
- **Phone:** 720-913-5512
- **Email:** [Stephanie.Adams@denvergov.org](mailto:Stephanie.Adams@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:** Stephanie Adams or applicable agency/BMO analyst – see table below.
- **Phone:** 720-913-5512
- **Email:** [Stephanie.Adams@denvergov.org](mailto:Stephanie.Adams@denvergov.org)

Agency	Agency Contact	Agency Contact Email	Agency Contact Phone	BMO Contact	BMO Contact Email	BMO Contact Phone
Career Service Hearing Office	Valerie McNaughton	<a href="mailto:Valerie.mcnaughton@denvergov.org">Valerie.mcnaughton@denvergov.org</a>	720-913-5805	Tom Migaki	<a href="mailto:Tom.migaki@denvergov.org">Tom.migaki@denvergov.org</a>	720-913-5538
City Attorney	Teresa Tayofa	<a href="mailto:Teresa.tafoya@denvergov.org">Teresa.tafoya@denvergov.org</a>	720-865-8775	Andy Marzo	<a href="mailto:Andrew.marzo@denvergov.org">Andrew.marzo@denvergov.org</a>	720-913-5539
Clerk & Recorder	Juan Guzman	<a href="mailto:Juan.guzman@denvergov.org">Juan.guzman@denvergov.org</a>	720-865-8692	Derek Moretz	<a href="mailto:Derek.moretz@denvergov.org">Derek.moretz@denvergov.org</a>	720-913-5154
Denver Sheriff Department	Mark Valentine	<a href="mailto:Mark.valentine@denvergov.org">Mark.valentine@denvergov.org</a>	720-913-3077	Rory Regan	<a href="mailto:Rory.regan@denvergov.org">Rory.regan@denvergov.org</a>	720-913-5544
HRCP	Derek Okubo	<a href="mailto:Derek.okubo@denvergov.org">Derek.okubo@denvergov.org</a>	720-913-8454	Derek Moretz	<a href="mailto:Derek.moretz@denvergov.org">Derek.moretz@denvergov.org</a>	720-913-5154
Office of Economic Development	Chiquita McGowin	<a href="mailto:Chiquita.mcgowin@denvergov.org">Chiquita.mcgowin@denvergov.org</a>	720-913-1607	Andy Marzo	<a href="mailto:Andrew.marzo@denvergov.org">Andrew.marzo@denvergov.org</a>	720-913-5539
Office of Human Resources	Karen Niparko	<a href="mailto:Karen.niparko@denvergov.org">Karen.niparko@denvergov.org</a>	720-913-5830	Tom Migaki	<a href="mailto:Tom.migaki@denvergov.org">Tom.migaki@denvergov.org</a>	720-913-5538
Office of Special Events	Katy Strascina	<a href="mailto:Katy.strascina@denvergov.org">Katy.strascina@denvergov.org</a>	720-865-9091	Laurel Delmonico	<a href="mailto:Laurel.delmonico@denvergov.org">Laurel.delmonico@denvergov.org</a>	720-913-5051

To be completed by Mayor's Legislative Team:

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

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

City Attorney Requests \$1,200,000 to cover a shortfall within the liabilities and claims fund for 2016 based upon projected liabilities.

Clerk & Recorder Requests \$600,000 to address a gap for the records maintenance project to preserve historical documents.

Denver Sheriff Department Requests \$1,400,000 to fund salary increases negotiated as part of the 2016-2017 collective bargaining agreement after the 2016 budget was enacted.

Career Service Hearing Office, HRCP and Office of Special Events Requests \$82,000 to accommodate increased staffing costs due position upgrades, changed benefits costs and anticipated costs for the annual wellness incentive.

Office of Economic Development Requests \$350,000 to fund separation payments due to a restructure of the workforce development unit.

Office of Human Resources Requests \$675,000 to fund increased staffing costs as a result of additional recruitment team staffing, market rate and equity pay adjustments, retirement payouts and wellness incentive costs, health savings account contributions and a total rewards study.

As of October 24, 2016, General Fund contingency stands at \$25,355,781 or 65.4% of the original balance. The transactions requested above will reduce General Fund contingency to \$21,048,781 or 54.3% of the original balance.

**\*\*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 – please do not leave blank.)

a. **Contract Control Number:** N/A

b. **Contract Term:** N/A

c. **Location:** Citywide

d. **Affected Council District:** All

e. **Benefits:** Permits agencies to complete the 2016 fiscal year without expenditures exceeding their respective budget allotments.

f. **Contract Amount (indicate amended amount and new contract total):** 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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