

## 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: 4/14/2014

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.)*

**Change budgetary basis for the Development Disabilities fund.**

3. **Requesting Agency:**

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

- **Name:** Ron Mitchell (DHS)
- **Phone:** 720-944-2903
- **Email:** Ron.mitchell@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:** Catherine Dockery (BMO)
- **Phone:** 720-913-5539
- **Email:** catherine.dockery@denvergov.org

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

The Developmental Disabilities fund 13304 in the Department of Human Services receives a dedicated mill levy from the city's portion of the property tax. These funds are distributed to Denver Options, Denver's state-appointed Community Centered Board for Developmental Disabilities. Funding is used for child and adult services such as case management services, day program services, residential services, transportation services and administrative support. Because property tax forecasts are not finalized until December of each year, we are not able to accurately estimate the annual budget until after the annual budget process is approved. Thus, we routinely submit an adjustment to the appropriated budget resulting in an annual supplemental request at the beginning of each year. Additionally, the contract with the provider has to wait until the supplemental request is final. For this reason, we request changing this fund to a cash basis, which will enable us to make that adjustment after the first of the year without council approval.

***\*\*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:**
- b. **Duration:**
- c. **Location:**
- d. **Affected Council District:**
- e. **Benefits:**
- f. **Costs:**

7. **Is there any controversy surrounding this ordinance?** *(Groups or individuals who may have concerns about it?)* **Please explain.**

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

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

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