

## 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: 10/30/2017

Please mark one:  Bill Request or  Resolution Request

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

Yes  No

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.) **Approval of financial actions to increase the appropriation to the Education Refund Program**

3. **Requesting Agency:** Budget and Management Office on behalf of Public Works and the Office of Human Resources

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

- **Name:** Stephanie Adams, Budget and Management Office (BMO)
- **Phone:** (720) 913-5512
- **Email:** [stephanie.adams@denvergov.org](mailto:stephanie.adams@denvergov.org)
  
- **Name:** Patti Rowe, OHR
- **Phone:** 720.913.5727
- **Email:** [Patti.Rowe@denvergov.org](mailto:Patti.Rowe@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 (BMO)
- **Phone:** (720) 913-5512
- **Email:** [stephanie.adams@denvergov.org](mailto:stephanie.adams@denvergov.org);

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

This ordinance request seeks approval for several financial actions to add funding to the Education Refund Program to pilot the program in 2018.

The following financial actions are requested to support the \$200,000 appropriation:

- Rescind, transfer, and re-appropriate \$150K in savings from the 2017 Office of Human Resources general fund operating budget to the Education Refund Program special revenue fund.
- Rescind, transfer and re-appropriate \$50K from vacancy savings in the 2017 Public Works general fund operating budget to the Education Refund Program special revenue fund.

- Reappropriate to

<u>Fund</u>	<u>Org</u>	<u>Fund Name</u>	<u>Amount</u>
11801	0601000	Education Refund Program	\$200,000

**\*\*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

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

- b. **Duration:** 2018
- c. **Location:** NA
- d. **Affected Council District:** all
- e. **Benefits:** Increase retention and support promotional opportunities for city employees
- f. **Costs:** \$200,000

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

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

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