

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team
at 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: 8/9/2017

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: Create hierarchy structure in new Workday financial system to appropriately account for Fund 73850 – Capital Equipment and Improvements to include the creation of two (2) new funds: 73851- Airport Capital Improvement and Equipment Fund and 73852 – Airport Sponsor Grant Fund.

3. Requesting Agency: Budget and Management Office, Department of Finance in conjunction with Denver International Airport

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

- **Name:** Andrew Marzo
- **Phone:** 720.913.5539
- **Email:** Andrew.Marzo@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:** Gisela Shanahan / Matthew Karnes
- **Phone:** 303.342.2206 / 303.342.2218
- **Email:** Gisela.Shanahan@flydenver.com / Matthew.Karnes@flydenver.com

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

Denver International Airport is requesting the creation of two (2) new funds under the airport's existing Fund 73850: Capital Equipment and Improvements Fund. These new funds will allow for DEN to comply with the new Workday financial system requirements that grant sponsored funding must be kept separate from the matching DEN expenses. This will also allow DEN to mirror the city's processes now that Workday will become the financial system of record for both DEN and the rest of the City. This is a system limitation that is requiring the creation of the new funds. The two (2) new funds DEN would like to create, that for reporting purposes will roll-up to the existing Fund 73850, are as follows:

73851- "Airport Capital Improvement and Equipment Fund"

73852 – "Airport Sponsor Grant Fund" – This fund will house all Grant Sponsorship Funding.

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

b. **Duration:** N/A

c. **Location:** DEN

d. **Affected Council District:** 11

e. **Benefits:** DEN will be able to account for grant sponsored funding in alignment with other CCD agencies and still report based on historical funding allocation.

f. **Costs:** 0

7. Is there any controversy surrounding this ordinance? (Groups or individuals who may have concerns about it?) Please explain. None

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date: _____