



**DENVER**  
THE MILE HIGH CITY

# **BR15-0223:**

## **Proposal to Close-Out Non-Grant Special Revenue Funds Through Administrative Action**

Finance & Services Committee

April 21, 2015

A Special Revenue Fund (SRF) is any fund which must be devoted to some *special* use in accordance with specific regulations and restrictions.

## 2 Types:

1. Grant SRFs
2. Non-grant SRFs

Total Number of Grant SRFs	133
Number of Grant SRFs that have been inactive for 4 years or more	54
Total Number of Non-Grant SRFs	234
Number of Non-Grant SRFs that have been inactive for 4 years or more	76

## Housekeeping: Closing out unused grant and non-grant SRFs

Over the years, BMO has worked with City agencies and the Controller's Office on periodic clean-up efforts for antiquated grant and non-grant SRFs.

## 2011: Administrative Closure of grant SRFs Authorized

As a result of these periodic housekeeping efforts, Council approved an ordinance amendment in 2011 to Denver Revised Municipal Code 20-52(e) to authorize the administrative close-out of grant funds.

## Non-Grant SRF Closures:

- BMO has not previously sought similar permission to close-out non-grant SRFs. Rather, we have continued to submit successive ordinance requests to resolve these accounting clean-ups.

DOF would need to coordinate with the agency and its expending authority to ensure the following:

1. There is no source of revenue for the fund;
2. The purpose of the fund has been fulfilled;  
and
3. The fund balance is zero.

FUND NUMBER	FUND NAME	PURPOSE OF FUND	CASH BALANCE	ORD. NUMBER & YEAR PASSED
13702	Car Seat Loaner Donations	To set up a mechanism to receive donations and to authorize expenditures for the purchase of car seats to be loaned to DHS clients.	\$33.39	2003-103
13705	Strategic Partner Donations	To set up a program to aid the Office of Strategic Partnerships in its operations, by allowing contributions, donations, and other receipts , and authorizing expenditures for administrative costs.	\$0.00	2004-0487
13810	Census 2010	To establish a program to fund, track and monitor activities related to preparing Denver for the 2010 Census. Monies to be received from the General Fund, DHS fund, contributions, donations, and private receipts. Expenditures authorized against those receipts.	\$0.00	2008-0640

BR15-0223 would not change Council approval of:

- Request to establish new SRFs, and
- any fund transfers from a non-grant SRF (or any fund).

BR15-0223 would not allow any fund sweeping.