

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team

at MileHighOrdinance@DenverGov.org by **3:00pm on Monday**. Contact the Mayor's Legislative team with questions

Date of Request: 10/21/2019 _____

Please mark one: Bill Request or Resolution Request

1. Type of Request:

- Contract/Grant Agreement Intergovernmental Agreement (IGA) Rezoning/Text Amendment
 Dedication/Vacation Appropriation/Supplemental DRMC Change
 Other: Create SRF

2. **Title:** (Start with *approves, amends, dedicates*, etc., include name of company or contractor and indicate the type of request: grant acceptance, contract execution, contract amendment, municipal code change, supplemental request, etc.)

Establishes the Planned Capital Equipment Special Revenue Fund in the General Government Series to support annual capital equipment purchases for General Fund agencies and departments.

3. **Requesting Agency:** Department of Finance, Budget and Management Office

4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Stephanie Adams	Name: Rachel Bardin
Email: Stephanie.Adams@denvergov.org	Email: Rachel.Bardin@denvergov.org

5. General description or background of proposed request. Attach executive summary if more space needed:

This ordinance establishes the Planned Capital Equipment SRF, Fund Number 11876, in the General Government Series to support capital equipment purchases needed in General Fund agencies. Creating this fund addresses the immediate need to allow agencies to use 2019 year-end savings for needed capital equipment items without the constraints of year-end purchasing deadlines. A companion ordinance will rescind \$1,327,348 in budget from the General Fund to make a cash transfer to this new fund.

Starting with the 2021 budget, this fund will be supported by an appropriated transfer from the General Fund. The transfer amount will be determined during the budget process and will reflect approved capital equipment needs. This fund is a cash-basis, non-lapsing. There will be multiple cost centers associated with the fund, which will be determined by the agencies and departments for whom capital equipment is approved for purchase in the fund. Each agency/department will be the expending authority over their approved capital equipment. Cost centers will be established administratively, as needed.

6. **City Attorney assigned to this request (if applicable):** N/A

7. **City Council District:**

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: BR19 1172

Date Entered: _____