

## 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: 1/7/2011

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:** Amend Municipal Code to allow the Department of Finance to close out grants through appropriate accounting procedures without legislative action.

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

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

- **Name:** Stephanie Karayannis Adams
- **Phone:** 720.913.5532
- **Email:** Stephanie.Adams@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 Karayannis Adams
- **Phone:** 720.913.5532
- **Email:** Stephanie.Adams@denvergov.org

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

At the September Government Affairs and Finance Council Committee meeting, Council reviewed the close out of more than 70 grants and indicated that they would prefer not to see these accounting actions, which included closing out grants that had cash as little as \$.02. This proposed revision to the code allows that upon completion of a grant project or program, any unexpended funds shall be transferred to the appropriate fund as set forth and described in section 20-18 of the municipal code and any remaining budget balance closed as prescribed by the manager of finance. Council will continue to receive the monthly report on all grant applications and all grants of \$500,000 or more will continue to require Council approval for acceptance.

***\*\*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
- b. **Duration:** N/A
- c. **Location:** multiple
- d. **Affected Council District:** multiple
- e. **Benefits:** Reduce legislation time and cost
- f. **Costs:** None – will reduce costs for time spent reviewing the accounting efforts for grant close outs

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

None of which we are aware.

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

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

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