

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: 2/7/2011

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 update the rules for closing out Capital Improvement Projects through appropriate accounting procedures.

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

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

- **Name:** Ed Scholz
- **Phone:** 720.913.5522
- **Email:** Edward.scholz@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:** Ed Scholz
- **Phone:** 720.913.5522
- **Email:** Edward.scholz@denvergov.org

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

The current Municipal Code was amended in December, 2000 (ord 1031, 2000) to allow for 10% or \$20,000 of the appropriated project budget, whichever is less, to be transferred to other capital projects in the same category without legislative action. This allowed small, remaining balances on completed projects to be closed without an ordinance, saving substantial accounting and legislative time and costs associated with the ordinance process. However, it left out the option of returning the balances to fund balance for future appropriation by Council. Any amounts above the threshold still go before Council for approval before being moved.

This proposed minor revision to the code maintains that threshold but allows the remaining appropriations to go back into the CIP fund balance to be appropriated to new projects through the Council approval process. It would also apply the same clean-up rules to capital projects in enterprise funds. The reduced amounts would be required to go back into the original appropriating fund.

Currently, BMO brings project closures as small as \$.05 to Council if the recommendation is for that balance to go back into the fund balance to be reappropriated through the ordinance process. Council would still have approval for what the funds are spent on, but the clean-up process would be able to take place more quickly and with less staff and filing costs.

*****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

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date Entered: _____

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.

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date Entered: _____