

**BY AUTHORITY**

1  
2 ORDINANCE NO.  
3 SERIES OF 2021

COUNCIL BILL NO. CB21-1451  
COMMITTEE OF REFERENCE:  
Finance & Governance

**A BILL**

6 **For an ordinance to amend Ordinance No. 88, Series of 2007, to ensure the**  
7 **allowable uses of the “DHNDS Contract Pool” Special Revenue Fund are**  
8 **consistent with the City’s budgeting and accounting practices, to change the**  
9 **name of the Special Revenue Fund, and to update the expending authority.**

11 **WHEREAS**, the DHNDS Contract Pool Special Revenue Fund, Fund number 16809 was  
12 created through Ordinance No. 88, Series of 2007, to prevent interruptions in services caused by  
13 months-long gaps between the receipt of annual federal awards, including the Community  
14 Development Block Grant, and the start of a given program year; and

15 **WHEREAS**, the Fund authorized the Division of Housing and Neighborhood Development  
16 Services to establish budget to encumber contracts months before the official award was received;  
17 and

18 **WHEREAS**, since the passage of Ordinance No. 88, Series of 2007, the City has developed  
19 new accounting/budgeting practices to avoid gaps in services, such as authorizing agencies to  
20 establish a portion of an award budget using a letter of intent, subject to City Council approval; and

21 **WHEREAS**, since the passage of Ordinance No. 88, Series of 2007, the Department of  
22 Housing Stability (HOST) was established and it currently administers Fund number 16809; and

23 **WHEREAS**, the City wishes to amend Ordinance No. 88, Series of 2007, to change the  
24 allowable expenditures of Fund 16809 to exclude contract spending and exclusively be used to  
25 temporarily house expenses for grant-funded positions, particularly those whose programmatic  
26 work is funded by multiple funding streams; and

27 **WHEREAS**, HOST will take accounting actions to ensure payroll costs are timely and  
28 correctly allocated to the appropriate grants in the City’s financial system of record; and

29 **WHEREAS**, the City also desires to change the name of Fund 16809 from the “DHNDS  
30 Contract Pool” to the “HOST General Cost Pool” to reflect both the establishment of HOST and the  
31 Fund’s revised scope;

32  
33 **NOW, THEREFORE, BE IT ENACTED BY THE COUNCIL OF THE CITY AND COUNTY**  
34 **OF DENVER:**

1  
2 **Section 1.** Section 1 of Ordinance No. 88, Series of 2007 is hereby amended to read as follows:  
3

4 “There is hereby established in the Community Development Special Revenue Fund,  
5 Accounting No. 16000, the “HOST General Cost Pool” Accounting No. 16809, for the purpose  
6 of temporarily housing payroll expenses for programmatic work that is funded by multiple  
7 funding streams. The expending authority is the Executive Director of the Department of  
8 Housing Stability. This Fund is appropriated and non-lapsing.”  
9

10 **Section 2.** The Chief Financial Officer of the City and County of Denver is hereby authorized  
11 and directed to make such book and record entries and to do such other things as may be necessary  
12 to accomplish the purposes of this Ordinance.

13 COMMITTEE APPROVAL DATE: November 30, 2021 by Consent

14 MAYOR-COUNCIL DATE: December 7, 2021 by Consent

15 PASSED BY THE COUNCIL: \_\_\_\_\_

16 \_\_\_\_\_ - PRESIDENT

17 APPROVED: \_\_\_\_\_ - MAYOR \_\_\_\_\_

18 ATTEST: \_\_\_\_\_ - CLERK AND RECORDER,  
19 EX-OFFICIO CLERK OF THE  
20 CITY AND COUNTY OF DENVER

21 NOTICE PUBLISHED IN THE DAILY JOURNAL: \_\_\_\_\_; \_\_\_\_\_

22 PREPARED BY: Nikki McCabe, Budget and Management Office DATE: December 9, 2021

23 Pursuant to section 13-9, D.R.M.C., this proposed ordinance has been reviewed by the Office of the  
24 City Attorney. We find no irregularity as to form, and have no legal objection to the proposed  
25 ordinance. The proposed ordinance is not submitted to the City Council for approval pursuant to §  
26 3.2.6 of the Charter.

27 Kristin M. Bronson, Denver City Attorney

28 BY: Jonathan Griffin, Assistant City Attorney DATE: Dec 9, 2021  
29