

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: February 19, 2013

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:** *(Include a concise, one sentence description – please include name of company or contractor and contract control number - that clearly indicates the type of request: grant acceptance, contract execution, amendment, municipal code change, supplemental request, etc.)*

This purpose of this ordinance request is to better align the current Special Revenue Fund (SRF) structure for the Office of Children's Affairs by closing-out various inactive funds and consolidating the Out of School Time Program and corresponding funds into the General Government Private Grants SRF.

3. **Requesting Agency:** Budget and Management Office in coordination with the Office of Children's Affairs

4. **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:** Derrick Kuhl
- **Phone:** 720-913-5529
- **Email:** Derrick.Kuhl@denvergov.org

5. **Contact Person #1:** *(With actual knowledge of proposed ordinance/resolution.)*

- **Name:** Lindsay Neil
- **Phone:** 720-913-0906
- **Email:** Lindsay.Neil@denvergov.org

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

This request will transfer the cash balance from SRF No. 11607 to No. 11605. Thereafter, fund 11607 will be closed-out. In addition, this request will closeout eight inactive SRF's under the Office of Children's Affairs: 11601, 11603, 11604, 11710, 11844, 11848, 11850, 11854.

These moves will help consolidate the tracking and financial reporting of the SRF's under the purview of the Office of Children's Affairs. This move is in alignment with the best practices of the Controller's Office.

****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:** N/A

d. **Affected Council District:** N/A

e. **Benefits:** These moves will help consolidate the tracking and financial reporting of the SRF's under the purview of the Office of Children's Affairs. This move is in alignment with the best practices of the Controller's Office.

f. **Costs:** N/A

8. **Is there any controversy surrounding this ordinance?** *(Groups or individuals who may have concerns about it?)* Please explain. No.

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date Entered: _____