

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: June 20, 2022

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:

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.)

Authorizes an appropriation in General Fund Contingency and authorizes a rescission and appropriation in the General Fund Contingency to provide a supplemental appropriation to the Department of Public Health and Environment.

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: Katherine Pease/ Tristan Sanders	Name: Nikki McCabe & Kiki Turner
Email: Katherine/pease@denvergov.org / Tristan.sanders@denvergov.org	Email: Nikki.mccabe@denvergov.org / Kiki.turner@denvergov.org

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

This bill request increases General Fund Contingency by \$149,000 to reflect the new revenue from the Tobacco Enforcement Program that was not included in the 2022 budget and authorizes a supplemental appropriation in the Denver Department of Public Health (DDPHE) for \$149,00 for the Tobacco Compliance and Enforcement Program. The supplemental appropriation will support three positions and associated mileage costs for the remainder of 2022. The cost of these positions will be supported by the increased revenue resulting from changes to Enforcement fees and fines schedule that were implemented March 2022.

These costs are itemized in the following table:

Position Title	Description of Work	Gross or Annual Salary	Fringe (33%)	Percent of Time on Program	Total Amount Requested (Half of Annual Salary)
Investigator III (Public Health Investigator III)	Specialize in conducting all compliance f/u inspections, complaint f/u inspections, suspension order f/u inspections and advertising and labeling inspections.	\$82,000	\$29,500	100%	\$55,750
Tobacco Program Supervisor	Approve all inspections, issue enforcement orders, and represent CCD during appeals. Work closely with EXL to issue/renew TB licenses and	\$84,000	\$31,000	100%	\$57,500

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Date Entered: _____

Position Title	Description of Work	Gross or Annual Salary	Fringe (33%)	Percent of Time on Program	Total Amount Requested (Half of Annual Salary)
(Environmental Public Health Program Supervisor)	address repeat violations through license revocation/suspension.				
Administrative Assistant III (Administrative Support Assistant III)	Sends mailers to all retailers in compliance, POC for all tobacco-related questions/concerns, responsible for proper evidence disposal, prepares litigation documents for court appeals and other tasks as necessary.	\$22.00/hr.	\$7.26/hr.	100%	\$30,000
Travel					
Item	Description of Item	Rate	Quantity	Total Amount Requested	
Mileage	Mileage costs (\$0.58 per mile, DDPHE rate) incurred during tobacco inspections and based on additional program needs.	\$0.58	8,000	\$4,640	
TOTAL (Personnel + Travel)					\$148,890

General Fund Contingency is currently \$29,288,900. The original contingency was \$29,400,000. If this item passes, the total contingency will remain the same because the increases in revenue will offset the expenditures.

6. City Attorney assigned to this request (if applicable):

7. City Council District: All

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