ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team

at MileHighOrdinance@DenverGov.org by **9:00am on Friday.** Contact the Mayor's Legislative team with questions

Date of Request: 12/08/2023

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: Fund Amendment**

2. Title: Amends Ordinance 1287, Series of 2021, to change the budget basis of the Medical Self Insurance Internal Service Fund from appropriated to revenue-based to align the budget with program revenue received.

3. Requesting Agency: Department of Finance

4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Stephanie Adams / Nikki McCabe	Name: Carolina Flores
Email: Stephanie.Adams@denvergov.org / nikki.mccabe@denvergov.org	Email: Carolina.flores@denvergov.org

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

Ordinance 1287, Series of 2021, established the Medical Self Insurance Internal Service No. 66100, to administer the City's self-insurance program. This Ordinance also established that the Fund would be appropriated, and the Fund's annual budget would be established in the Annual Appropriation Ordinance. The Medical Self Insurance program funds employee medical payments for participants who elect this benefit, and funds can only be used for this purpose. The primary revenue to this Fund is City and employee premium contributions and is based on the number of employees participating in this plan. The annual appropriations, including in 2023, to pay claims have fallen short of the cash balance in the fund (note, the fund has enough cash and reserves to pay claims, but has insufficient appropriation). This change is needed so that the Office of Human Resources (OHR), who administers the Medical Self Insurance Program, can access cash which is already available in the fund to pay remaining claims incurred in 2023 and in future years. This Ordinance is an administrative action to allow OHR to establish budget throughout the year as revenue is received and retroactively ratifies the 2023 appropriations needed, which 2023 appropriation was originally made by Ordinance No. 1446, series of 2022.

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

7. City Council District: Citywide

8. **For all contracts, fill out and submit accompanying Key Contract Terms worksheet**

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: Date Entered: _____