File #: 22-0484, **Version:** 2

Finance Item/Grant Request Template

Date Submitted: 4-25-22

Requesting Agency: Department of Finance - Budget and Management Office
Division:

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Item Title & Description:
(Do not delete the following instructions)
*These appear on the Council meeting agenda. Initially, the requesting agency will enter a 2-3 sentence description. Upon bill filling, the City Attorney's Office should enter the title above the description (the title should be in **bold** font).*

*Both the title and description must be entered between the red "title" and "body" below. Do **not** at any time delete the red "title" or "body" markers from this template.*

A bill for an ordinance authorizing a recission from and an appropriation in the General Fund to make a cash transfer to the Planned Fleet Replacement Special Revenue Fund and authorizing the purchase of capital equipment in the General Government Special Revenue Fund.

Approves the rescission of $75,000 from the Denver Public Library's (DPL) appropriation in the General Fund (01010), makes an appropriation transferring cash to the Planned Fleet Special Revenue Fund (11804), and authorizes the capital equipment purchase of a vehicle for DPL to support increased DPL delivery operation needs, citywide. The Committee approved filing this item at its meeting on 5-3-22.

Affected Council District(s) or citywide? Citywide

Executive Summary with Rationale and Impact:
Detailed description of the item and why we are doing it. This can be a separate attachment.
Denver Public Library is requesting an additional delivery Sprinter Van for DPL's fleet. Currently the DPL provides service to 27 locations (and growing) with four box trucks. The delivery department handles transportation of collection materials and operating supplies between Central Library and 26 library branches located throughout the metropolitan area. Additionally, these vehicles are used to pick up weeding boxes of materials that are scheduled daily to be moved from our branches and brought to our Central location. In 2021, approximately 20,000 boxes were transported, and DPL anticipates this number to increase every year. These

vehicles are also used for work order related jobs such as surplus deliveries, large items move & special pick up in other neighboring counties. The DPL currently has two shifts in the delivery department and during these shifts the vehicles are being used for the entire 8 hours, 16 hours combined daily. Three of these box trucks have well over 160,000 miles and are frequently out of service for repairs and maintenance. Due to age and heavy use, increased need for maintenance on existing fleet units is affecting DPL's service while they are maintained at the Platte campus. The Denver Public Library's goal is to provide the best customer service to the citizens of Denver, in which dependable & reliable vehicles are required.

The Denver Public Library is projecting budget savings in the supplies and services lines of its General Fund appropriation due to reallocations informed by a strategic budget. The purchase of an additional delivery vehicle has been prioritized and placed into current spend plans for 2022. This bill request also authorizes a rescission of $75,000 from the DPL's General Fund appropriation to transfer said amount to the Planned Fleet SRF in order to purchase the vehicle for DPL.

Type (choose one: Grant; Supplemental; Fund Creation; Fund Rescission; Fund Transfer; Appropriation; Other): Rescission, fund transfer, purchase.

Amount: $75,000

Budget Year: 2022

Fund and Funding Source (Fund/Org/Grant Number, if applicable): General Fund, Special Revenue Fund

Grantor (if applicable):

Fund Matching Requirements (if applicable):

Fiscal Impact: