

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: 2/22/22

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: Confirmation of Appointment

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.)

Approves the Mayoral appointment of Molly Duplechian as Executive Director of the Department of Excise and Licenses, pursuant to Charter Section § 2.2.6 (D).

3. Requesting Agency: Mayor’s Office

4. Contact Person:

| | |
|--|---|
| Contact person with knowledge of proposed ordinance/resolution | Contact person to present item at Mayor-Council and Council |
| Name: Skye Stuart/Alan Salazar | Name: Skye Stuart |
| Email: skye.stuart@denvergov.org | Email: skye.stuart@denvergov.org |

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

Charter Section § 2.2.6 (D) requires consent of City Council for the Mayoral appointment of Charter officers. Following a vacancy in the Executive Director position at the Department of Excise & Licenses, Mayor Hancock has advanced Deputy Director Molly Duplechian as his nominee for Executive Director of the Department. The Charter Department of Excise & Licenses issues all of the business licenses for the businesses that require a Business/Professional license for the City and County of Denver except those concerning motor vehicles and building/development. This includes serving as the City's licensing authority for administering the Colorado Liquor and Beer codes, as well as Marijuana codes. The department also conducts inspections to ensure compliance with applicable laws.

Molly Duplechian is a 15 year veteran of the City and County of Denver and has been serving as Interim Executive Director of the department since January. She holds a Masters in Public Administration. Duplechian has served the City and County of Denver since 2007, the past four years as Deputy Director of Policy and Administration for Excise and Licenses. Duplechian joined the Office of Marijuana Policy in 2014 and worked side-by-side with the former Executive Director in developing the first legalized marijuana market in the world and remained the top deputy when the Office of Marijuana Policy and Department of Excise and Licenses merged. Duplechian began her public service with the city as a Financial Analyst with the Department of Finance and most recently shepherded the largest overhaul ever in Denver marijuana regulations that created exclusive licensing for social equity applicants for the next six years.

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

7. City Council District: Citywide

To be completed by Mayor’s Legislative Team:

Resolution/Bill Number: _____

Date Entered: _____

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

Key Contract Terms

Type of Contract: (e.g. Professional Services > \$500K; IGA/Grant Agreement, Sale or Lease of Real Property):

Vendor/Contractor Name:

Contract control number:

Location:

Is this a new contract? Yes No Is this an Amendment? Yes No If yes, how many? _____

Contract Term/Duration (for amended contracts, include existing term dates and amended dates):

Contract Amount (indicate existing amount, amended amount and new contract total):

| <i>Current Contract Amount</i> (A) | <i>Additional Funds</i> (B) | <i>Total Contract Amount</i> (A+B) |
|---------------------------------------|--------------------------------|---------------------------------------|
| | | |

| <i>Current Contract Term</i> | <i>Added Time</i> | <i>New Ending Date</i> |
|------------------------------|-------------------|------------------------|
| | | |

Scope of work:

Was this contractor selected by competitive process?

If not, why not?

Has this contractor provided these services to the City before? Yes No

Source of funds:

Is this contract subject to: W/MBE DBE SBE XO101 ACDBE N/A

WBE/MBE/DBE commitments (construction, design, Airport concession contracts):

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: _____

Date Entered: _____

Who are the subcontractors to this contract?

To be completed by Mayor's Legislative Team:

Resolution/Bill Number: _____

Date Entered: _____