

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: 2/22/11

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.)*

For an ordinance requesting to close out the "Census 2010" program in the Human Services Special Revenue Fund and the means for transferring the cash balance to the General Fund.

3. Requesting Agency:

Budget and Management Office

4. Contact Person: *(With actual knowledge of proposed ordinance/resolution.)*

- **Name:** Catherine Dockery
- **Phone:** 720-913-5539
- **Email:** Catherine.dockery@denvergov.org

5. 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:** Mike Roque
- **Phone:** 720-913-8851
- **Email:** Mike.roque@denvergov.org

- **Name:** Catherine Dockery
- **Phone:** 720-913-5539
- **Email:** Catherine.dockery@denvergov.org

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

The 2010 Census Fund was created to fund, track and monitor activities related to preparing Denver for the 2010 Census. All activities are complete and this request is to close out the Census 2010 SRF, Accounting No. 13810-5511000 and transfer the cash balance of \$17,609.16 to the General Fund.

****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:** N/A
- f. **Costs:** N/A

7. 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: _____