

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team
at MileHighOrdinance@DenverGov.org by **9 a.m. Friday**. Contact the Mayor's Legislative team with questions

Date of Request: July 16, 2026

Please mark one: ☐ Bill Request or ☒ Resolution Request

Please mark one: The request directly impacts developments, projects, contracts, resolutions, or bills that involve property and impact within .5 miles of the South Platte River from Denver's northern to southern boundary? (Check map [HERE](#))

☐ Yes ☒ No

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.)

Amends a loan agreement with 1371 Xenia, LLC to correct the loan agreement language to state that the funding is provided in a \$900,000.00 loan and a \$100,000.00 grant and to correct the Promissory note to state the loan term of 30 years, in Council District 8 (HOST-202581299/HOST-202684449-01).

3. **Requesting Agency:** Department of Housing Stability

4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution (e.g., subject matter expert)	Contact person for council members or mayor-council
Name: Michael Davis	Name: Polly Kyle
Email: Michael.davis1@denvergov.org	Email: Polly.Kyle@denvergov.org

5. **General description or background of proposed request. Attach executive summary if more space needed:**
(who, what, why)

On December 22nd, 2025, City Council approved a loan agreement in the amount of a \$900,000 loan and \$100,000 grant to retire the senior loan that was used to acquire and rehabilitate 23 income restricted units to be rented to qualifying households in the East Colfax neighborhood located at 1371 Xenia Street.

This amendment will correct the loan agreement language to state that the \$1,000,000 will be a \$900,000 loan from Property Tax and a \$100,000 grant from Impact Investment Fund and to correct the Promissory Note to state that the loan term will be 30 years. This change will not impact the loan amount or cash flow.

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

7. **City Council District:** Council District 8

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: _____

Key Contract Terms

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

Vendor/Contractor Name (including any dba's): 1371 Xenia, LLC

Contract control number (legacy and new):

HOST-202581299

HOST-202684449-01

Location:

1195 Newport Street, Ste 107

Denver CO, 80220

Is this a new contract? ☐ Yes ☒ No **Is this an Amendment?** ☒ Yes ☐ No **If yes, how many?** 1

Contract Term/Duration (for amended contracts, include existing term dates and amended dates): 60 years
February 13, 2026 – February 12, 2086

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

<i>Current Contract Amount</i>	<i>Additional Funds</i>	<i>Total Contract Amount</i>
<i>(A)</i>	<i>(B)</i>	<i>(A+B)</i>
\$1,000,000	n/a	1,000,000

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
60 years	n/a	n/a

Scope of work:

Amend the loan agreement by correcting the funding to specify \$900,000 in a loan and \$100,000 in a grant and to correct the Promissory Note to state that the loan term will be 30 years.

Was this contractor selected by competitive process? Yes

If not, why not?

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

Source of funds: Property Tax (loan) & Impact Investment Fund (grant)

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

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

Who are the subcontractors to this contract? N/A

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Date Entered: _____