

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: 4-2-16

Please mark one: **Bill Request** or **XX Resolution Request**

1. Has your agency submitted this request in the last 12 months?

Yes x 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.)*

Lease Agreement between CCD and United Church of Montbello FINAN 201520034 -00

3. **Requesting Agency:** Division of Finance, Department of Real Estate

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

- **Name:** Lisa Lumley
- **Phone:** 720.913.1515
- **Email:** lisa.lumley@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:** Lisa Lumley
- **Phone:** 720.913.1515
- **Email:** lisa.lumley@denvergov.org

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

The Lease Agreement approves United Church of Montbello to lease approximately 692 s.f. in Arie P Taylor, 4685 Peoria Street, for a food bank.

*****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:** FINAN 201520034-00
- b. **Duration:** January 1, 2015 – December 31, 2017
- c. **Location:** 4685 Peoria Street
- d. **Affected Council District:** District 8
- e. **Benefits:** Provides a very needed service for the community.
- f. **Costs:** \$3.00

7. **Is there any controversy surrounding this ordinance?** *(Groups or individuals who may have concerns about it?)* **Please explain.**

None that I am aware of.

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date Entered: _____