

ORDINANCE/RESOLUTION REQUEST

Please email requests to Yolanda Quesada
at yolanda.quesada@denvergov.org by 12:00 pm 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: 5/9/2016

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, contract amendment, municipal code change, supplemental request, etc.**)

Update of facility rentals rates at Denver Botanic Gardens.

3. **Requesting Agency:** Denver Parks and Recreation

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

- **Name:** Sara Buys / Yolanda Quesada
- **Phone:** 720-865-3684/ 720.913.0664
- **Email:** buyss@botanicgardens.org/ Yolanda.quesada@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:** Brian Vogt / Yolanda Quesada
- **Phone:** 720-865-3515 / 720.913.0664
- **Email:** vogtb@botanicgardens.org / Yolanda.quesada@denvergov.org

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

Facility rental opportunities have been popular at Denver Botanic Gardens for decades. Beyond raising important operating funds, they create shared experiences in the setting of the Gardens. As we have built out the Master Development Plan at both sites, new settings have been created and some have been abandoned in order to facilitate public enjoyment of the Gardens while private events are occurring. We are asking for modified maximum rental fees, which acknowledges the need to negotiate seasonally adjusted discounts, weekdays versus weekends, and discounts for non-profits. See below for rate change request.

***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 – please do not leave blank.)*

- a. **Contract Control Number:**
- b. **Contract Term:**
- c. **Location:** Denver Botanic Gardens
- d. **Affected Council District:** Citywide
- e. **Benefits:**
- f. **Contract Amount (indicate amended amount and new contract total):**

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: _____