

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: April 5, 2012

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.)*

Change expending authority and budgetary basis for Energy Assistance Program funding

3. Requesting Agency: Budget and Management Office

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

- **Name:** Dace West (DOSP)
- **Phone:** 720-913-8852
- **Email:** dace.west@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:** Theresa Wilson (BMO)
- **Phone:** 720-913-5543
- **Email:** theresa.wilson@denvergov.org

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

The Denver Office of Strategic Partnerships (DOSP), currently a division of the Office of Economic Development (OED), is merging with Human Rights and Community Relations (HRCR) to form Human Rights and Community Partnerships (HRCP). DOSP manages approximately \$2 million in annual Energy Assistance funding, as part of the Xcel Energy Franchise Agreement with the City and County of Denver. This ordinance request is to make the following two changes regarding the Energy Efficiency Assistance funding in the General Government Special Revenue Fund.

- Change the expending authority from the Director of Economic Development to the Director of Human Rights and Community Partnerships.
- Change the budgetary basis of the fund from a cash basis to an appropriation basis, to better facilitate the award of annual contracts and management of annual encumbrances.

****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:** NA
- b. **Duration:** One-time
- c. **Location:** NA
- d. **Affected Council District:**
- e. **Benefits:** Ensure success of the Energy Efficiency Assistance Program
- f. **Costs:** Administrative

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

None Known

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date Entered: _____