

## ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team  
at [MileHighOrdinance@DenverGov.org](mailto: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: 11/6/2017

Please mark one:  Bill Request or  Resolution Request

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

Yes  No

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.)

A request to establish a new “Excise Tax Reserve” Capital Special Revenue Fund (Fund 38421) as part of the Series 2016 Bond financing structure.

3. **Requesting Agency:** Department of Finance

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

- **Name:** Laura Perry
- **Phone:** 720-913-5537
- **Email:** [laura.perry@denvergov.org](mailto:laura.perry@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:** Laura Perry
- **Phone:** 720-913-5537
- **Email:** [laura.perry@denvergov.org](mailto:laura.perry@denvergov.org)
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6. **General description of proposed ordinance including contract scope of work if applicable:**

This ordinance request seeks approval to establish a new non-lapsing “Excise Tax Reserve” capital special revenue fund (Fund 38421) under the Department of Finance. The source of revenue to this fund will be excise tax overperformance as part of the 2C (Series 2016) dedicated excise tax flow of funds. The fund will serve as a reserve for future capital projects and debt issuances at the National Western Center and the Colorado Convention Center. Revenues to this fund will be budgeted in arrears annually based on audited financials.

**\*\*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.** None that the Department of Finance is aware of.

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: \_\_\_\_\_

Date Entered: \_\_\_\_\_