

ORDINANCE/RESOLUTION REQUEST

**Please email requests to the Mayor's Legislative Team
at MileHighOrdinance@DenverGov.org by NOON on Tuesday.**

**All fields must be completed.*
Incomplete request forms will be returned to sender which may cause a delay in processing.*

Date of Request: November 19, 2010

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 - 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.)*

Request for an Ordinance to vacate an area at the corner of E Smith Rd and Havana St with reservations.

3. Requesting Agency: PW Right of Way Engineering Services

4. Contact Person: *(with actual knowledge of proposed ordinance)*

- **Name:** Vanessa Herman
- **Phone:** 720-913-0719
- **Email:** vanessa.herman@denvergov.org

5. Contact Person: *(with actual knowledge of proposed ordinance who will present the item at Mayor-Council and who will be available for first and second reading, if necessary)*

- **Name:** Daelene Mix
- **Phone:** 720-865-8720
- **Email:** daelene.mix@denvergov.org

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

To vacate an area at the corner of E Smith Rd and Havana St., with reservation

Please include the following:

- a. **Duration:** Permanent
- b. **Location:** 10500 E. Smith Rd.
- c. **Affected Council District:** Dist 11 Hancock
- d. **Benefits:** N/A
- e. **Costs:** N/A

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

None

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date: _____

Ordinance Request Number: _____

Date: _____