**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: November 21, 2016**

**Please mark one:**      ☐ **Bill Request**      **or**      X☐ **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.)*

     To approve the Mayoral appointments of Joy Brown and Al Gardner to the Denver African American Commission for terms effective immediately and expiring on May 1, 2018 or until a successor is duly appointed.

3.  **Requesting Agency:** Mayor's Office

4.  **Contact Person:** (W*ith actual knowledge of proposed ordinance/resolution.)*
     ▪ **Name:** Barry Burch Jr.
     ▪ **Phone:** 720-865-9128
     ▪ **Email:** barry.burch@denvergov.org

5.  **Contact Person:** (W*ith 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:** Barry Burch Jr.
     ▪ **Phone:** 720-865-9128
     ▪ **Email:** barry.burch@denvergov.org

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

     [Insert general description here.]

***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.  **Duration:**    Terms effective immediately and expire on May 1, 2018
     c.  **Location:**
     d.  **Affected Council District:**
     e.  **Benefits:**
     f.  **Costs:**

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

     [Start typing here.]

---

*To be completed by Mayor's Legislative Team:*

SIRE Tracking Number: _____          Date Entered: _____

Revised 08/16/10