ORDINANCE/RESOLUTION REQUEST
Please email requests to Daelene Mix at
daelene.mix@denvergov.org by **NOON 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: September 20, 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 – please include <u>name of company or contractor</u> and <u>contract control number</u> - that clearly indicates the type of request: grant acceptance, contract execution, amendment, municipal code change, supplemental request, etc.)*

   Request for a Resolution to dedicate existing City owned land as Harvard Ave., located between intersection of S. Ogden St. to S. Downing St. ROW #2010-0275-01. Council District 7.

3. **Requesting Agency:** PW Right-of-Way Engineering Services

4. **Contact Person:** (W*ith actual knowledge of proposed ordinance/resolution.*)
   ▪ **Name:** Lisa R. Ayala
   ▪ **Phone:** 720-865-3153
   ▪ **Email:** lisa.ayala@denvergov.org

5. **Contact Person:** (W*ith actual knowledge of proposed ordinance/resolution <u>who will present the item at Mayor-Council and who will be available for first and second reading, if necessary.</u>)*
   ▪ **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:**

   Request for a Resolution for laying out, opening and establishing certain real property as part of the system of thoroughfares of the municipality; i.e. as Harvard Ave.

   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:**
   b. **Duration:** n/a
   c. **Location:** Harvard Ave., between S. Ogden St., to S. Downing St.
   d. **Affected Council District:** # 7, Chris Nevitt
   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

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To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____   Date Entered: _____