

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: February 12, 2018

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.)*

Administrative request to establish a new special revenue fund and an associated supplemental appropriation of \$5.0M under the Department of Finance’s Capital Planning and Programming Division to support payments to the Denver Metro Convention & Visitor’s Bureau (VISIT DENVER) as agreed upon in the recent agreement establishing Denver’s Tourism Improvement District.

3. Requesting Agency: Budget and Management Office, Department of Finance

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

- **Name:** Andrew Marzo/Stephanie Adams
- **Phone:** 720-913-5539/720-913-5512
- **Email:** Andrew.Marzo@Denvergov.org/Stephanie.Adams@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:** Andrew Marzo/Stephanie Adams
- **Phone:** 720-913-5539/720-913-5512
- **Email:** Andrew.Marzo@Denvergov.org/Stephanie.Adams@Denvergov.org

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

In August 2017, City Council approved an ordinance (CB17-0883 / 20170883) creating and establishing the Denver Tourism Improvement District (TID). Voted on by electors of the District in November of 2017, electors approved the levy of one-percent (1%) tax on the purchase of lodging within the District’s boundaries and authority to enter into a multiple-fiscal year financial obligation with the City. Pursuant with the establishment of the TID, the Budget and Management Office is requesting to establish a new special revenue fund (SRF) that will be named the *Tourism Improvement District Marketing and Promotion Fund* (11868-2590000). The fund will be set-up as a non-lapsing, appropriated fund with the main sources of revenue being a portion of revenue collected from the previously mentioned tax levy on the purchase of lodging within the District’s boundaries and/or any other sources of revenue. Upon creation, an appropriation of \$5,000,000 will be made from 2018 General Fund Contingency. Revenue will be remitted to the Denver Metro Convention & Visitor’s Bureau (VISIT DENVER) on a monthly basis to be used for tourism marketing and promotion services as set forth in the administration agreement entered into by VISIT DENVER and the District.

*****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.)*

To be completed by Mayor’s Legislative Team:

SIRE Tracking Number: **BR18 0183**

Date Entered: _____

- 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 that Department of Finance are aware of.

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: **BR18 0183**

Date Entered: _____