

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: _____

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.)*

Create an appropriated Special Revenue Fund for the purpose of housing revenues and expenses associated with the Child Care Facility Inspection Program within the Public Health Inspection Division of the Department of Environmental Health effective January 1, 2015.

3. Requesting Agency: Budget & Management Office

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

- **Name:** Justin Sykes/Brendan Hanlon
- **Phone:** 720-913-5533/720-913-5510
- **Email:** Justin.Sykes@denvergov.org/Brendan.Hanlon@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:** Justin Sykes/Brendan Hanlon
- **Phone:** 720-913-5533/720-913-5510
- **Email:** Justin.Sykes@denvergov.org/Brendan.Hanlon@denvergov.org

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

The Department of Environmental Health conducts inspections for original licensures, renewals, and complaints of Family Child Care Homes, School-Age Programs, Child Care Centers, Day Treatments, and Children's Resident Camps located in the City and County of Denver under an annual contract with the State of Colorado's Division of Early Childcare and Learning. The revenues and expenses associated with the contract are currently appropriated in the General Fund on an annual basis. The annual contract amount for FY14/15 is \$488,622.54 and funds seven staff dedicated to performing work under the contract. This ordinance request would establish fund number 14903 for the purpose of housing revenues and expenses associated with inspection of child care facilities. (Please note, this is a companion ordinance to the Long Bill.)

****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:**
- c. **Location:**
- d. **Affected Council District:**
- e. **Benefits:** Ease of administration and reporting of the contract revenues and expenditures.
- f. **Costs:**

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date Entered: _____

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 Entered: _____