

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: **ARTICLE XVII. ELECTRONIC RECORDS SERVICES**

3. Requesting Agency: Office of the Clerk and Recorder

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

- Name: Juan Guzman
- Phone: 720-865-8692
- Email: juan.guzman@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: Juan Guzman
- Phone: 720-865-8692
- Email: Juan.Guzman@denvergov.org

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

This is an Ordinance request to allow the Clerk and Recorder the ability to set fee schedules for ELECTRONIC RECORDS services to the public. This includes ELECTRONIC SERVICE fees and membership fees for submission and access to bulk ELECTRONIC data and documents HANDLED OR GENERATED BY THE CLERK AND RECORDER AND PUBLIC TRUSTEE.

***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: N/A
- b. Duration: -
- c. Location:
- d. Affected Council District: All
- e. Benefits: Increased revenue to the City and County of Denver.
- f. Costs: \$

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: _____