

City Manager Week in Review Report

WEEK OF: Jan. 24, 2025



RESOURCES

Agendas and meeting schedules – commerce.legistar.com

City online events calendar – c3gov.com/Calendar

Get City Alerts – c3gov.com/Subscribe

Report a Concern – c3gov.com/AccessC3



New & Notable

Land Development Code updates public meeting coming up Jan. 29

The city is currently in the process of updating our Land Development Code (LDC), which governs zoning, land use, site layout, and architectural design for all development in the city. To share more information about proposed updates to the LDC, the city is hosting a public meeting to present the new LDC draft and collect feedback from the community on important aspects of the code. The meeting is set for Wednesday, Jan. 29 from 5:30 to 7:30 p.m. in the Council Chambers at the Commerce City Civic Center, 7887 E. 60th Ave. After the presentation, city staff and the consultants will be available to discuss the LDC update project and answer any questions. For additional information, contact cdplanner@c3gov.com or 303-227-8777.

CDOT hosting open houses for I-270 improvements at Eagle Pointe

The Colorado Department of Transportation (CDOT) invites the Commerce City community to learn more and provide feedback about plans to address safety concerns, transit, and congestion along the Interstate 270 corridor. Proposed improvements include adding additional travel lanes, improving interchanges and entrance/exit ramps, rebuilding outdated bridges, and more. Open house meetings will take place on Wednesday, Jan. 29 from 5 to 8 p.m. and Saturday, Feb. 1 from 9 a.m. to noon at the Eagle Pointe Recreation Center, 6060 Parkway Drive.

For those who are unable to attend in person, virtual meetings will take place on Thursday, Jan. 30, and Tuesday, Feb. 4, both from 6 to 7 p.m. To join one of these meetings, visit bit.ly/i270webinar. The project is in the study phase and will continue through spring 2026 with design efforts occurring simultaneously. Construction is tentatively scheduled to begin later in 2026. For more information, visit codot.gov/projects/studies/i270study.

Spread the Love food drive coming soon to support local food banks

Each February since 2008, Commerce City's [Spread the Love food drive](#) has encouraged residents to donate peanut butter and jelly for local food banks. The period after the holiday season often finds food banks receiving fewer donations at a time when food assistance is in high demand. Peanut butter and jelly sandwiches are high in protein and easy for kids to make without adult supervision, making Spread the Love an ideal way to support our neighbors. The city distributes donated non-perishable goods to the Adams County Food Bank and the FISH of Commerce City Food Bank at Our Savior Lutheran Church.

Donate throughout February at one of these drop-off locations:

- Commerce City Civic Center, 7887 E. 60th Ave.
- Bison Ridge Recreation Center, 13905 E. 112th Ave.
- Eagle Pointe Recreation Center, 6060 E. Parkway Dr.

[Council Work Schedules](#)

Commerce City's Grant Office
[December Update](#)



Business/Economic Development

- Staff met with the team of a State of Colorado lead to discuss advancing the site selection process. The company is very interested in moving operations to Commerce City and conversations continue. As part of this process, staff also met with representatives from local utilities, who would be a vital partner in this Project, as well as with contacts at the Colorado OEDIT.
- Staff prepared a list of sites to be shared with a yet to be named project related to the entertainment industry. This project is looking for sites they can rent for a short period of time to film a low-budget movie.
- Staff met with Community Wellness department to brainstorm how the Economic Development team can help the in matters related to food and health.
- Staff met internally to discuss using local nonprofits as a source of workforce numbers for local businesses. Conversations will continue after other workforce development efforts are farther advanced.
- Staff updated key tools such as the Vacancy Tracker, the Project Database, and our Bludot CRM tool to keep them up to date on their respective Key Performance Indicators.
- Staff continued business retention and expansion support with several small businesses.
- Staff participated in meetings with various organizations in the Business Ecosystem including the Executive Director of the Hispanic Contractors of Colorado (HCC) and the Business Navigator of Colorado Enterprise Fund.
- Staff attended the quarterly Economic Development Roundtable at the offices of the Adams County Regional Economic Partnership.
- Staff initiated a Market Analysis Kickoff with a consultant performing a market analysis for the Derby neighborhood.
- Staff attended the kickoff meeting with the consultant for the Telecommunications Strategic Plan project. Staff will serve on the working group supporting the city manager's office and the project.
- Staff has begun drafting a scope of services for an RFP for public relations and marketing services to implement portions of the Economic Development Marketing Strategic Plan in collaboration with the communications team.
- The kickoff meeting for Elevate Commerce's small business and entrepreneurship support project was held. Community Development, Community Relations, and the City Clerk's Office participated. The team will meet bi-weekly to create a small business start-up guide complete with information on how to efficiently navigate city permitting and licensing processes.
- Staff provided business retention and expansion services to a mid-sized manufacturing business seeking to sell their business to an organization looking to maintain operations in Commerce City.
- Staff continued working with partners to prepare for the next conversation to continue workforce development program planning. Staff is also reviewing a proposal for an apprenticeship program partnership. Staff is also seeking a scope of services proposal for a Commerce City focused GED program for Spanish speakers.
- Staff continued land development business liaison support for the development at E. 96th Avenue and Tower Road.
- Staff continued business retention and expansion services for United Asphalts, which suffered a business fire last fall, and is rebuilding.

DID YOU KNOW:

The City collaborates with our neighbors through a regional advocacy organization called the Adams County Regional Economic Partnership or AC-REP? The organization represents all 10 Adams Community cities, plus unincorporated communities like Henderson, Strasburg & Watkins.



Community Appearance/Clean Ups

Hot Shot Crew

Monday – Friday

- During the past work week, the Hot Shot Crew was divided into 2, two-person teams that worked 8 hours per day. Clean-up efforts are dedicated to both scheduled locations of known hotspots and in response to AccessC3 requests.
- Hot Shot Crews conducted inspections and removed abandoned items at the following scheduled, routine locations:
 - E. 48th Avenue and Ivy Street
 - E. 50th Avenue and Forest Street
 - E. 52nd Place and Oneida Street
 - E. 60th Avenue from Brighton Boulevard to Clermont Street
 - E. 64th Avenue and Colorado Boulevard (I-270)
 - E. 83rd Avenue and Rosemary Street
 - E. 84th Avenue and Pontiac Street
 - E. 96th Avenue and Peoria Street
 - E. 112th Avenue and Tower Road
 - E. 120th Avenue and Cameron Street
 - Elm Street - E. 69th Avenue to 72nd Avenue
- In addition to routine areas, crews performed clean-up at the following locations:
 - E. 69th Avenue and Elm Street
 - E. 96th Avenue and Heinz Way
 - E. 96th Avenue and Second Creek
 - E. 96th Avenue and Tower Road
 - E. 100th Avenue Havana Street
 - E. 104th Avenue and Potomac Street
 - E. 110th Avenue and Forest Avenue
 - Highway 2 and Quebec Street



Distinctive Highlights

- Commerce City's Hot Shot crews continued addressing reports of AccessC3 requests. The team is quick to address any concerns reported by residents.
- Crews found a large dumping of tires near E. 96th Avenue and Heinz Way.
- The Hot Shot team continues to fully clean the Regional Transportation District (RTD) trash receptacles placed throughout the RTD stops each Friday.



Community Well-Being (CWB)

| Community Well-Being | Weekly | YTD |
|---|--------|-----|
| Homeless Navigator | | |
| Unhoused Resident Contacts | 14 | 83 |
| Voucher Matches to Housing | 0 | 1 |
| Unhoused Resident: Shelter | 0 | 0 |
| Unhoused Resident: Transitional Housing | 0 | 2 |
| Unhoused Resident: Permanent Housing | 0 | 2 |
| Family & Senior Navigator | | |
| Senior Contacts | 15 | 32 |
| Senior Resource Referrals Made | 20 | 41 |
| Family Contacts | 4 | 10 |
| Family Resource Referrals Made | 7 | 14 |

With bitterly cold temperatures throughout the holiday weekend, Eagle Pointe Recreation Center opened as a temporary warming center for community members in need of shelter.

During the warming shelter activation, 38 residents utilized the daytime warming center and 73 individuals utilized the nighttime shelter.



Environment & Sustainability

Energy, Equity, and Environmental Weekly Report – Jan. 24

This report provides a weekly update of environmental policy and planning work including, but not limited to:

- Environmental Policy Advisory Committee (EPAC) and Community Education/Outreach
- Municipal Operations (Leading by Example)
- Legislative Updates & Regional Environmental Leadership
- Colorado Energy and Carbon Management Commission (ECMC), Oil & Gas Projects and Policy
- Water Resources & Environmental Reviews



Growth and Development

Ward Report: **December Ward Report**

* New Report will be updated by second Wednesday of the month

| PERMITS | Weekly Totals | 2024 YTD Total | CDBG | Weekly Totals | YTD Total |
|-----------------------------------|---------------|----------------|-----------------------------|----------------------|------------------|
| SFD Permits Issued | 6 | 11 | CDBG Services | 0 | 0 |
| Multi-Family Permits Issued | 0 | 0 | CDBG Draw Downs | - | \$6284 |
| Duplex Permits Issued (SFA) | 0 | 0 | CDBG Inspections | 0 | 1 |
| Townhome Permits Issued (SFA) | 0 | 0 | CODE ENFORCEMENT | Weekly Totals | YTD Total |
| Residential CO issued | 12 | 26 | Violations Issued | 115 | 290 |
| Total Permits Issued | 22 | 57 | Proactive Cases | 99 | 218 |
| Permits Processed | 33 | 82 | Reactive Cases | 21 | 48 |
| Residential Permits Processed | 24 | 58 | Abatement Hearings | 0 | 0 |
| Non-Residential Permits Processed | 9 | 24 | Snow Violations | 2 | 24 |
| Residential CO Processed | 12 | 26 | Snow Guardians Serviced | 3 | 38 |
| Residential Inspections | 400 | 882 | 2025 YTD Percentages | | |
| Non-Residential Inspections | 38 | 76 | Residential Violations | 45% | |
| | | | Non-Residential Violations | 55% | |
| | | | Compliance Rate | 75% | |

PLANNING

| | |
|--|-----|
| Completed Cases | 0 |
| New Cases (Deemed Complete/Included in Total) | 0 |
| Total Active Cases | 119 |
| POD Inquiries questions about zoning, allowable use, development process and timelines, setback requirements | 25 |

Select Case Status Updates

| | |
|--------------|--|
| Murray Farms | Awaiting 1 st resubmittal |
| Legato | Staff in communication with applicant about resubmittals |



Public Safety

CCPD to Host First-Ever Women's Only Self-Defense Class

Are you someone who is interested in learning invaluable personal safety information from tips on how to protect yourself to actual physical tactics?

We know your safety matters to you, and it matters to us too. That's why the Commerce City Police Department has elected to plan and host a first-ever women's only self-defense class held appropriately on International Women's Day, taking place on Saturday, March 8.

We will be utilizing the combined Yampa and Colorado rooms at the Eagle Pointe Recreation Center from 9 a.m. to 1 p.m. There will be a PowerPoint presentation on safety tips followed by a physical portion of the class. While we won't be teaching you police moves, our defensive tactics instructors have several certifications to include those in Brazilian Jiu Jitsu and Israeli Krav Maga.

All that we ask for you to attend is that you are at least 18 years old. If you're interested in registering, please do so quickly as we have a limited number of spots available. Email Public Information Joanna Small with your name and contact information: jsmall@c3gov.com. Any questions about the class can be directed to her there as well.

We're excited to see you on the mats in March!

TOTALLY FREE

WOMEN'S SELF-DEFENSE CLASS

SATURDAY, MARCH 8TH
EAGLE POINTE RECREATION CENTER
6060 E PARKWAY DR
YAMPA/COLORADO COMBINED ROOMS

- ✓ Session runs from 9am until 1pm
- ✓ Learn invaluable personal safety tactics
- ✓ Presentation followed by practical skills

Commerce CITY POLICE DEPARTMENT

COMPLETAMENTE GRATUITO

CLASE DE DEFENSA PERSONAL PARA MUJERES

SABADO 8 DE MARZO
CENTRO DE RECREACION EAGLE POINTE
6060 E PARKWAY DR
CUARTO YAMPA/COLORADO

- ✓ Sesión sera de las 9am a 1pm
- ✓ Aprenda táticas de seguridad personal invaluable
- ✓ Presentación seguida de habilidades prácticas

Commerce CITY POLICE DEPARTMENT



Infrastructure

PW Updates

Preservation and Safety

- Public Works' Operations Project Coordinators continue to monitor the unlawful dumping near the railroad tracks at E. 76th Avenue and Kearney Road. Staff has finalized working with a vendor to remove the tires and cleanup has been scheduled for Wednesday, January 22.

Engineering

- On Monday, January 13, staff participated in a project meeting for the Transportation Master Plan.
- On Monday, January 13, staff held a team meeting for the "Highway 2 Median" project.
- On Tuesday, January 14, Engineering staff held a design meeting for the E. 105th Avenue and Chambers Road traffic signal.
- Staff held a kickoff meeting for asphalt crack repair on Tuesday, January 14.
- On Wednesday, January 15, staff held a design kickoff meeting for the Core City Sidewalks ARPA project.
- Staff attended a broadband infrastructure strategic planning discussion. The discussion was held on Wednesday, January 15.
- On Thursday, January 16 staff participated in a quarterly coordination meeting with City of Denver and other surrounding jurisdictions.
- Staff hosted a grant coordination meeting with Adams County on Friday, January 17.
- On Friday, January 17 staff met with a grant writer to revise the RAISE application for E. 88th Avenue.

Streets

- Traffic crews continued their sign repair project, and 25 traffic signs were replaced this week.
- To improve traffic near the intersection at E. 60th Avenue and Monaco Street, crews added 28 linear feet of yellow "skip line" to the intersection. A yellow skip line is a yellow line on the road that indicates a special area where drivers can stop to load or unload.
- Staff made repairs to 20 delineators on E. 96th Avenue, from Highway 2 to Chambers Road. Delineators are devices used to guide drivers and separate traffic lanes. They are often used to create temporary barriers and warn drivers of high-risk areas.
- Pavement teams repaired 30 potholes throughout the city and one wide crack was repaired. Crews made three shoulder repairs; one at 96th Avenue and Chambers Road, another at Tower Road north of E. 104th Avenue and the last one at E. 52nd Avenue and Forest Street.

Active Permits

Parks Operations

- Crews completed pre-trip inspections on all snow equipment to identify any potential safety hazards before operating in the harsh winter conditions. Snow operations continued throughout the long weekend to provide safe conditions with the below zero temperatures. Crews were split into a day shift and night shift to ensure round-the-clock maintenance from the storm.
- This week, the Holiday Tree Recycling program saw a total of 48 trees recycled throughout the city's recycling sites.
- Park Maintenance staff continues to remove the holiday lights throughout the city. This week, teams removed holiday lights from Civic Center, the Derby intersection, 56th Avenue city sign, Tower Road city sign and at Eagle Pointe Recreation Center. With this week's efforts, crews are nearly eighty percent finished with the removal of all holiday lights.
- The Right-of-Way maintenance crews continued trash removal this week targeting Tower Road and the Arsenal Perimeter Trail. Staff was dispatched throughout the week to remove any debris found along the road due to the strong winds.
- The Freedom Park Playground renovation project is still in full swing. This week, the original playground was taken down to make room for the new playground set; however, installation was stalled due to the freezing temperatures. Parks Maintenance and Parks, Recreation and Golf (PRG) will reschedule with the installation vendor and will be installed as soon as the temperatures warm up.
- Crews received a report via AccessC3 of a report of graffiti at Sand Creek Trail near E. 49th Avenue. Staff quickly removed the vandalism and painted over the graffiti.
- Staff completed electrical inspections throughout all of Commerce City's maintained parks. When performing site inspections, crews ensure that all the shelter outlets are off, overhead lights that are installed on shelters are working properly, and adjust light timers for the current sunlight schedule. Staff also inspects outlet covers and security hardware for acts of vandalism.





Parks, Recreation and Golf

Learn to Ski & Ride Program

Who doesn't love the thrill of zipping down a groomer or crushing through knee-deep powder? We are thrilled to announce the success of our annual Learn to Ski and Ride program. On Jan. 11 and 12, participants embraced the joy of skiing and snowboarding. By the end of the second day, nearly all the kids were confidently riding the lifts! On Monday, Jan. 13, we brought 20 students from Kearny Middle School to Vail to learn how to ski and snowboard. A huge thanks to the instructors at SOS Outreach, sosoutreach.org, for providing clothing, gear rental, and valuable instruction for our future skiers. To sign up for one of our many outdoor recreation programs, please visit c3gov.com/Recreation.



PRG Chili Cook-Off

Who's ready for a winter warm-up? Sign up for the PRG Chili Cook-Off, where you bring the heat with your flavorful creations. Taste and vote for your favorite Green or Western (red) chili to win. Registration is free if you enter the competition. For more information or to register your award-winning chili, please call (303) 289-3764. To be a chili taster/voter, the fee is \$5 R/\$7 NR.

Event Date: Fri, Jan. 31
Event Time: Noon
Fee: \$5 resident / \$7 nonresident
Location: Bison Ridge Recreation Center





Financial Reports

Where to find budget and financial information:

Main Budget & Financial Reports Webpage:

- c3gov.com/FinancialReports
- [2025 Adopted Budget](#)
- [2024 Budget at a Glance](#)
- [2023 Annual Comprehensive Financial Report](#) (ACFR)
- [2023 Popular Annual Financial Report](#) (PAFR)

Monthly Financial Report – November 2024

A preliminary, unaudited December 2024 report will be issued in late February 2025. A monthly financial report for January 2025 will not be provided, however, monthly financial reports beginning with February will be provided in the middle of the following month containing cumulative financial data through the end of the reporting month.



Municipal Court

Municipal Court & Probation Report - through December 2024



Boards and Commissions

Fourth Quarter Boards and Commissions Recruitment is open and taking applications through Friday, Jan. 17. Interviews will be held on Saturday, Jan. 25 from 10 a.m. to 2 p.m. via Zoom. A list of current vacancies may be found at c3gov.com/Boards.