

**A RESOLUTION ADOPTING 2025 PERFORMANCE STANDARDS AND APPROVING  
A SALARY INCREASE FOR CITY MANAGER JASON ROGERS**

**NO. 2024-143**

WHEREAS, the City Council adopted Resolution 2022-115 appointing Jason Rogers to the position of City Manager, effective December 13, 2022, and memorialized said employment by the "Employment Agreement Appointing a City Manager for the City of Commerce City, Colorado" (the "Agreement");

WHEREAS, following the 2023 annual evaluation of the City Manager, the City Council adopted Resolution 2023-133 on November 13, 2023, approving the City Manager's base salary to \$265,000;

WHEREAS, the City Council completed the City Manager's 2024 performance evaluation and agrees to approve an increase in his annual base salary in the amount of \$38,500, for a new total annual base salary of \$303,500; and

WHEREAS, the City Council and the City Manager have come to agreement on the City Manager's 2025 Performance Standards, which are attached hereto and labeled as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF COMMERCE CITY, COLORADO, AS FOLLOWS:


**SECTION 1. Findings.** The recitals to this resolution are incorporated as findings of the City Council. This resolution is found to be necessary for the preservation of the public health, safety, and welfare and in the public interest.

**SECTION 2. Salary Increase.** City Council hereby approves an increase in the City Manager's annual base salary in the amount of \$38,500, for a total new annual base salary of \$303,500 which shall be effective November 4, 2024.

**SECTION 3. 2025 Performance Standards.** The City Manager's Performance Standards for the 2025 evaluation period are hereby agreed upon and attached as Exhibit A.

RESOLVED AND PASSED THIS 4TH DAY OF NOVEMBER 2024.

CITY OF COMMERCE CITY, COLORADO

  
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Steve J. Douglas, Mayor

ATTEST

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Dylan A. Gibson, City Clerk

## **Exhibit A**

### **City Manager 2025 Performance Standards and Metrics**

**Infrastructure and Transportation** – Develop and maintain public infrastructure, facilities, and transportation to improve community appearance and encourage continued development.

- Improve pedestrian and bike safety on City trails and sidewalks and at-grade crossings and intersections through education, design, and repairs.

Metrics:

- Present the Transportation Master Plan for adoption to City Council.
- Present the LDC Modernization for adoption to City Council.
- Begin construction of sidewalk improvements identified in the Year 1 ACT program.
- Implement a CIP dashboard or similar system to enhance transparency on projects for the community.

**Economic Development** – Promote a balanced, thriving, and inclusive city economy that cultivates, attracts, and retains business.

- Align target industry and site selection opportunities with objectives in Economic Development Strategic Plan.
- Expand collaboration with employers and training providers based on Workforce Development recommendations to build a pipeline of talent to fuel future business growth and business attraction.

Metrics:

- Increase the number of businesses engaged by 20% over the 2024 engagement metrics.
- Achieve permit and development review times for 80% of non-residential development projects.
- Attend five trade shows for targeted industries identified within the Economic Development Strategic Plan that lead to five new business engagements/leads.
- Conduct a survey of our business community to assess business satisfaction with city services and identify areas for improvement.
- Establish a retail leakage dashboard that will help create a leakage index to determine how well the needs of local residents are being met and measure the difference between estimated and potential retail sales.

**Public Health and Safety** – Protect resident health, safety, and education by promoting public safety, environmental health, and sustainability.

- Improve traffic, pedestrian, and community safety through enforcement, education, and environmental design.

Metrics:

- Complete the full implementation of the Draft 1 System that will increase community engagement time by 20% over 2024 estimates.
- Utilize PowerEngage to conduct a community survey to assess safety and fear of crime, and achieve 80% success rate of keeping crime victims notified of all updates to their cases.
- Implement drone as a first responder program to improve response times for Priority 1, 2, 3 and 9 calls over 2024 estimates.
- Write and implement a Canine Unit Policy Execute policy and place one K-9 in service.

- Leverage Computer Aided Dispatch (CAD) and RMS systems to establish a baseline and provide annual data on felony offenses, felony clearance rates, priority 1, 2, 3 and 9 response times, fatalities, motor vehicle thefts, and burglaries.
- Complete installation of the Flock Camera system.
- Collaborate with Human Resources to conduct a confidential Stay Survey that will identify key factors in retaining police staff.
- Collaborate with Community Well Being to establish and implement a co-responder program.
- Update the Traffic Calming Policy to adhere with current local/national engineering standards.
- Create an awareness campaign for best sustainability practices in the City.

**Housing** – Address the full spectrum of housing needs, encourage sustainable development, and protect residents through enhanced oversight and balanced residential growth.

- Expand affordable and attainable housing opportunities across City through data-driven policies by identifying and addressing data gaps.

Metrics:

- Complete and present a Housing Assessment Study to Council.
- Expend 50% of ARPA Emergency Rental Assistance Program funds.
- Engage with three developers regarding providing affordable housing to meet Prop 123 metrics.

**City Unity and Wellness** – Promote City unity and support our diverse community by encouraging community connectivity, fostering civic pride, and improving resident health and wellness.

- Strengthen City engagement with the community by expanding relationships with community groups and organizations.
- Beautify the City's physical space to encourage community pride through MyC3, Advancing Commerce City Together (ACT), other strategies.

Metrics:

- Complete the inaugural MyC3 Day of Service.
- Implement three components from the adopted Activate ACT program appropriation that benefits the community.
- Plan and implement two community forums, one in the Core City and one in the Northern Range to gather community feedback on city priorities.
- Plan and implement one new community event in partnership with a community partner.

**High Performing Government** - Provide innovative, responsive, and transparent service to the community through strong stewardship of public funds, hiring and retaining top talent, and supporting fiscal and human resource management through technology, simplified processes, and workforce development programs.

- Strengthen the City's fiscal health and long-range financial planning to meet current and future needs.
- Increase transparency of City purpose, processes, and projects through consistent and timely communication, electronic dashboards, and all-ages civic engagement opportunities.

Metrics:

- Apply for 10 new government grants focusing on transportation, air quality, environmental justice and housing that benefit the community and present a biannual status and implementation report to Council.
- Expend the \$1M funds received to increase grant staffing in support of contracted grants consultants by December 31, 2025. Provide a quarterly update on the spend rate of the grants consultants to City Council.
- Create a customer service vision to deliver customer service with a focus on solution and improve AccessC3 response rate within the first 48 hours to 80%.
- Implement a quarterly financial report to present to Council.

- Develop and implement a new fully accessible City website.
- Develop and complete a long-range financial planning process that evaluates the short-and long-term fiscal health of the city.

**Overall Leadership** – The City Manager provides support, direction, and visionary leadership to City staff and require staff uphold the values of integrity, collaboration, innovation, respect, and excellence in support of the community.

- Advance and advocate for diversity, equity, inclusion, and belonging.
- Create a formal Succession and Workforce Planning policy and program.

Metrics:

- Conduct a required training for all staff regarding the definitions and city expectations of respecting diversity, equity, and inclusion in the workplace.
- Write a citywide Succession and Workforce Planning policy and procedure to implement a formal succession planning program.
- Conduct a Stay Survey of all current employees to gather baseline metrics regarding what motivate staff to remain with the city, employee confidence in leadership, and their perception of opportunities for professional development.
- Provide training for all employees serving on interview panels that address the value of a diverse workforce and implicit bias awareness in hiring processes.
- Create and implement a supervisor certification track within the city's Learning and Development program.
- Conduct an annual 360-degree feedback survey of Councilmembers and the Leadership Team.
- Maintain a positive relationship with Council as shown by acceptable ratings on perception questions within the 360 degree feedback survey as aligned within the Council policies.