

City Manager Week in Review Report

WEEK OF: Nov. 3, 2023



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

National Community Survey launching soon

Staff is working with a polling consultant to launch the city's participation in the National Community Survey for 2023, renewing a project the city previously participated in from 2017 to 2019. The NCS questionnaire provides a comprehensive picture of resident perspectives on community livability. Staff will use the quantitative results from the NCS as the basis for further qualitative conversations with residents and community members. Approximately 3,000 residents will be selected at random, but equally distributed by ward boundaries, and given six weeks to complete and return the survey. Four weeks into this period, the survey will open up to the general public. Residents will start receiving mailed postcards and letters inviting them to participate in the survey within the next few weeks.

Council Work Schedules



Business/Economic Development



Business Attraction

– Staff reached out to a local restaurant concept to request an introduction to their real estate representative to learn more about their expansion plans and real estate requirements for new store locations. Staff is also confirming their preference for owning real estate versus leasing opportunities. The concept currently offers breakfast, lunch, and dinner in a traditional setting.

– Staff is assisting the development team of a general merchandise store planned for E. 104th Ave. to get their plans finalized with the South Adams County Water and Sanitation District (SACWSD). Staff is currently coordinating outreach to SACWSD to schedule the pre-construction meeting with the project team.

– Staff received an update from the District Manager for the auto parts retailer on the new store location being developed along E. 104th Ave. Staff confirmed that they are finalizing the installation of security and fire monitoring systems. They are currently targeting a soft opening in early January 2024.

Business Attraction – Continued

– Staff received an update on a planned PUD amendment for a commercial development site along E. 104th Avenue & Tower Road. Staff confirmed that two commercial buildings are proposed including a 2,500+ square foot space targeted for restaurant use.

– Staff reached out to the General Manager of a building materials manufacturer to request an update on their operations and discuss possible investment in capital equipment. Staff plans to identify and confirm how the City could support their potential expansion.

– Staff was made aware an existing Commerce City company has leased over 60,000 square feet in the Park 76 distribution center to accommodate their business growth. The expansion includes a \$500,000 investment in the new warehousing & distribution facility and will add 10-15 new jobs in the community. Staff is assisting them with the permitting process.

Business Retention & Expansion

– Staff was contacted by two business owners in the Derby area that are seeking relocation assistance. The business owners were recently notified by the landlord they will need to relocate by mid-December. The property owner plans to renovate and sell the building.

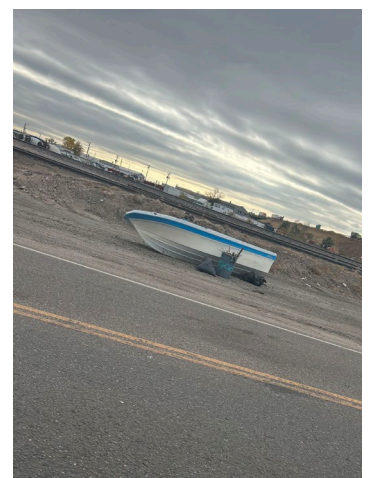
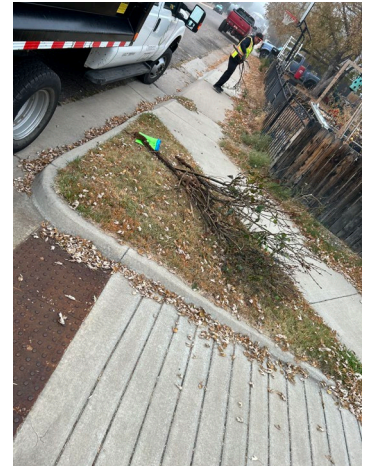
– Staff met with the Energy, Equity and Environmental Division to learn more about Colorado's Green Business Network. The program is dedicated to creating partnerships among businesses, governments and organizations. The goal of the program is to foster good relationships; reward environmental performance and create a healthier, cleaner and more sustainable Colorado. Staff also learned about the Small Business Equity Fund Pilot Program that is designed to provide funding to small businesses interested in replacing their old kitchen refrigeration equipment with energy efficient models. Staff will promote these opportunities to increase education and awareness, and incorporate them into business retention site visits.



Community Appearance/Clean Ups

Hot Shot Crew

- Hotshot crews conducted inspections and removed abandoned items at the following 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. 120th Avenue and Cameron Street
 - E. 112th Avenue and Tower Road
 - Elm Street from E. 69th Avenue to 72nd Avenue
- Monday, 2 two-person teams, 32 hours:
 - Staff patrolled the City and removed miscellaneous debris.
- Tuesday, 2 two-person teams, 32 hours:
 - Staff patrolled the City and removed miscellaneous debris.
- Wednesday, 2 two-person teams, 32 hours:
 - Staff patrolled the City and removed miscellaneous debris.
 - Removed a boat from the City right-of-way.
- Thursday, 2 people 16 hours:
 - Staff prepared snow removal equipment for deployment during the storm event.
 - Staff patrolled the City and removed miscellaneous debris.
- Friday, 2 people, 16 hours:
 - Staff prepared snow removal equipment for deployment during the storm event.
 - Staff patrolled the City and removed miscellaneous debris.





Housing & Community Well-Being

Community Well-Being			Housing / CDBG	Weekly Totals	YTD
Homeless Navigator					
Unhoused Resident Contacts	22	949	ERA: Rent/ Mortgage	\$26,855.00	\$499,095.00
Voucher Matches to Housing	0	13	ERA: Utility	\$388.00	\$54,033.00
Voucher Orientations for Housing	0	8	ERA: Car repairs	\$0.00	\$5,438.00
Commerce City Unhoused Residents Housed	0	19	ERA: Homeless	2	22
Family & Senior Navigator					
Senior Contacts	6	263	ERA totals	\$27,243.00	\$558,566.00
Senior Resource Referrals Made	14	394	ERA: Families Served	6	124
Family Contacts	3	245	ERA: Total Applications	6	183
Family Resource Referrals Made	6	347			

- In partnership with 180 Community Church's Trunk or Treat event held at Dick's Sporting Goods Park on 10/28, 42 community and city volunteers supported this event. Commerce City PD participated in the event with a decorated PD cruiser and gave out candy to approximately 115 kids.



Environment & Sustainability

Energy, Equity, and Environment Weekly Report – Oct. 30

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

- Environmental Policy Advisory Committee (EPAC)
- Lotus Contract and Community Outreach
- Municipal Sustainability
- Information regarding the Suncor Refinery and its operations
- Legislative Updates & Regional Environmental Leadership
- Colorado Energy and Carbon Management (CECM) Commission
- Oil & Gas Projects & Policy
- The included exceedance report is provided and updated on a monthly basis.



Growth and Development

Ward Report – Sept. 2023

PERMITS	Weekly Totals	2023 YTD Total	CODE ENFORCEMENT	Weekly Totals	2023 YTD Total
SFD Permits Issued	10	486	Total Case Action	196	16442
Multi-Family Permits Issued	0	0			
Duplex Permits Issued (SFA)	1	18	Pro-Active Cases	23	12
Townhome Permits Issued (SFA)	0	34			
Residential CO issued	18	635	CAI	0	0
Total Permits Issued	34	3221			
Permits Processed	36	3489	SCF-CRM	1	1
Residential Permits Processed	30	1122			
Non-Residential Permits Processed	6	1313	Violations Issued	0	0
Residential CO Processed	18	247			
Residential Inspections	567	15199			
Non-Residential Inspections	44	6758			

Code Enforcement Inspectors were in Castle Rock this week to become certified through the Colorado Association of Code Enforcement Officers.

PLANNING

Completed Cases	1
New Cases (Deemed Incomplete/Not Included in Total)	4
New Cases (Deemed Complete/Included in Total)	1
Total Active Cases	169
POD Inquiries questions about zoning, allowable use, development process and timelines, setback requirements	27

SELECT CASE STATUS UPDATES

QuikTrip, 81st & Tower Rd	Development Agreement in process of getting signatures; working through pond location issue.
Tower Landfill	Comments sent to applicant on latest submittal. Resubmittal required.
Third Creek	Comments sent to applicant for Filing 4

PUBLIC HEARINGS (Recent & Upcoming)

BOARD OF ADJUSTMENT, October 10	Dexter Street Religious Institution Use-by-Permit (new applicant) - APPROVED
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NEW SUBMITTALS

Z23-0003	SACWSD Water Treatment Plant Facility
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Public Safety

New Command Assignments for CCPD Begin November 20

- North area commander – Commander Charlie Schoepflin
- South area commander – Commander Dave Bores
- Investigations Commander – Commander Jeremy Jenkins
- Support Services Commander – Commander Talon Darling

In the 3rd quarter of 2023:

- Burglary - 29.4%
- Theft - 9.21%
- Motor Vehicle Theft - 45.79%
- Active Felony Cases - 578
- Victim Services Call Outs - 181

Congratulations to our newest CCPD Sergeants!

- Ricky Evans
- Rick Irwin
- David Valdez
- Andrew Saracino

Reminder:

Effective November 1, CCPD has moved to a verified alarm response.

Follow CCPD on Social Media:

[Facebook](#)

[Instagram](#)

[Twitter](#)

[YouTube](#)

Unoccupied Oversized Vehicles

Boat near the 6900 Blk of Quebec St.

EA towing scheduled to tow on Nov. 1, 2023



Infrastructure

PW Updates

- Public Works staff responded to the first snow event of the year. Approximately 4-5 inches of snow fell around the City. Over 55 tons of material was placed on the roads to address slick areas and promote melting of the snow. In total, plow operators logged approximately 1,700 miles of driving and the roads were cleared by late Sunday afternoon.
- Prescribed burning is planned at the Rocky Mountain Arsenal National Wildlife Refuge on November 6. The burns will be conducted between 9 a.m. and 4 p.m. Smoke will be visible for several miles from the perimeter of the Refuge and people in the area may smell smoke. Additional information is available by visiting: [2023 Press Release](#)
- The Colorado Department of Transportation (CDOT) removed graffiti from the N-line bridge over I-270.

Engineering

- A kick-off meeting was held with staff from the Mile High Flood District to begin studying options for detention in the Irondale Drainage Basin.
- CDOT held a quarterly meeting with agencies located in Adams County to provide updates on CDOT projects.
- List of Active Permits/Projects Requiring Traffic Control – Attached. [Active Permits](#)

Parks

- Staff removed debris along the Sand Creek Trail. Paint graffiti near “Wetlands” was also removed.
- Staff completed top dressing the ballfields at Pioneer Park.
- Staff completed mowing operations in City parks and along the trails and open space areas.

Streets

- Routine daily operations include pavement/road maintenance (pothole patching shoulder maintenance, grading, etc.), street sweeping, right-of-way mowing, weed control, traffic sign maintenance and replacements, clean-up of illegal dumping, and responding to SeeClickFix reports on a wide variety of issues.
- Prior to the snow event this past weekend, mowing operations continued on E. 96th Avenue and Highway 2.
- There were no new MyC3 trailer rentals.

Facilities

- Routine daily operations include maintenance and repair of all City facilities.
- Staff has been working on SeeClickFix tickets assigned to the Facilities Team.
- Winterization operations at Paradise Island is complete.
- Staff is addressing issues with the heating system at the Civic Center.

Fleet

- Staff worked on snow plow trucks readying the plows and sanders for the first snow of the season.



Parks, Recreation and Golf

Monaco Park Renovation Beginning

Monaco Park is approximately 9 acres and located at 5790 Monaco Street. The current renovation includes the following:

- New park shelters, rentable for residents
- New inclusive playground
- ADA accessible features including sidewalk connections inside the park and to the new parking lot
- New pedestrian level lighting
- Play amenities in the southern-end of the park
- New fitness court
- Flush restroom

Renovation construction began October 2023 and is anticipated to be completed May 2024, weather dependent.

Please visit [Capital Projects](#) for more information.



PRG Preschool Trick-or-Treat

On Wednesday, October 25, staff held its Annual Preschool Trick-or-Treating at the Bison Ridge Recreation Center. Organized by the Youth Services Team, kids ages 3-5 years dressed up and enjoyed a fun afternoon of trick-or-treating throughout the facility. One young participant told us, "This is the best day ever! I had so much fun." This makes our hearts happy, and we can't wait for next year. We hope everyone had a safe and happy Halloween!





Urban Renewal

Updates coming soon.



Financial Reports

Where to find budget and financial information:

Main Budget & Financial Reports Webpage:

- c3gov.com/financialreports
- [2023 Adopted Budget](#)
- [2023 Budget at a Glance](#)
- [2022 Annual Comprehensive Financial Report \(ACFR\)](#)
- [2022 Popular Annual Financial Report \(PAFR\)](#)

Monthly Financial Report – through September 2023



Municipal Court

[Monthly Court Report](#) - 2023 Statistics through October



Boards and Commissions

Updates coming soon.