

Commerce City Event List

Event Name		Description	Frequency	Occurance	Audience	Council Goal	Owner	Event Objective	Attendance	Partners & Sponsors	Council Role	Evaluation	Total Budget	City Costs		Partner Costs
1	4thFest	Annual event celebrating Independence Day, planned in collaboration with the Colorado Rapids.	One-Time	Q3	Region	No. 5	PRG	1. To provide a fun, safe, family-friendly event for the Commerce City community. 2. To partner with the Colorado Rapids to ensure that all aspects of the event are managed effectively including, but not limited to safety, entertainment, site access, marketing, etc. 3. To maintain a successful tradition and celebrate Independence Day	8,000-12,000	Colorado Rapids	Yes	Planning team debrief	Unknown	\$50,000 TOTAL: \$20,000 - fireworks, \$5,000 - salaries, \$25,000 - purchased services/charges		Dollar amount unknown: insurance, fireworks, band, marketing, DSGP complex operations, etc.
2	9Health Fair/Feria de Salud	Annual event provides local families with an opportunity to own their health through FREE or low-cost screenings and education.	One-Time	Q4	Region	No. 4	CMO	1. To serve as a health resource and entryway to healthcare services for the Commerce City Community. 2. To partner with local and regional organizations to promote health and wellness activities. 3. To encourage targeted and timely marketing and promotional items to encourage fair participation.	635	Adams 14 School District 9Health Fair Health Professionals Nonprofits	No	Participant survey Planning team debrief	\$9,000	\$5,000 materials/supplies		\$4,000 inkind by A14 \$850 by 9HF
3	Adams County Mayors and Commissioners Youth Awards	ACMCYA is a program that recognizes youth, grades 6-12, up to 20 years of age, who have overcome personal adversity to create positive change in their lives. Award recipients are determined through a nomination and selection process. All nominated students from Commerce City are honored at a banquet at Buffalo Run.	One-Time	Q2	Residents	No. 5	PRG	1. To demonstrate our belief in and support for the young people in our community. 2. To celebrate those who have risen to meet challenges, while maintaining a positive attitude and serving as a role model for other teens.	Varies based on # of nominees & family members	N/A	Yes	Planning team debrief	\$600	Food and ACMCYA dues		N/A
4	Badge and Honor Ceremony	Annual awards ceremony	One-Time	Q1	Employees	No. 2	PD	To honor the achievements of PD employees	Approx 250	N/A	Yes	Participation	\$5,000	\$5,000		
5	Boards & Commissions Recognition	Thank council-appointed members for their service	One-Time	Q4	Residents	No. 5	CMO	Recognize the volunteer efforts of the city's boards, commissions, and committees in creating a quality community	Approx 250	N/A	Yes	Debrief	\$2,500	\$2,500		
6	Business Appreciation Awards Event	Annual event honoring the economic contributions of local businesses.	One-Time	Q1	Region	No. 1	ED	1. To recognize the contributions of Commerce City's businesses. 2. To build strong working relationships with regional partners and local business representatives. 3. To promote programs that support the retention and expansion of existing businesses.	150-200	CCBPA	Yes	Planning team debrief	\$5,300	\$4,800 room rental/ catering/awards/emcee		\$500 for centerpieces + promotion
7	Chemical Roundup	Annual event to drop of chemicals	Recurring	Q2, Q3	Residents	No. 4	PW	1. Reduce the amount of chemicals sent to the landfill	100	Tri County Health	No		\$13,000	\$13,000 (fee varies depending on how many Commerce City residents attend)		
8	Cine en el Parque	Spanish-language movies in the park provided throughout region, with one held in Commerce City	One-Time	Q3	Region	No. 5	CMO	1. Promote culture and a sense of community. 2. Attend event for free.	400	El Comercio Police Department	No	Attendance	\$2,500	\$2,500 sponsorship		Unknown
9	Coffee with the Chief	Opportunity for the community to visit directly with the Chief	Recurring	All	Residents	No. 5	PD	To afford the community to speak directly with the Chief of Police and ask questions	15	N/A	No	Paticipation	\$25	\$25		
10	Creepy Hollows Fall Festival	Annual family-friendly Halloween event during the day.	One-Time	Q4	Region	No. 5	PRG	1. To provide a fun, safe, family-friendly holiday event for the Commerce City community	800-1,500	No	No	Planning team debrief	\$11,500	\$11,500 TOTAL \$2,000 - salaries (VHE & hourly only), \$9,500 - purchased services/charges		88 volunteer hours reported for this event.
11	Cultural Council Art Show		One-Time		Residents	No. 5	B&C			Adams 14 District 27J	No					
12	Cultural Council Music in the Park	Monthly concert series in July to celebrate arts and culture.	Recurring	Q3	Residents	No. 5	B&C		1671	QCF SCFD	No	Participant Surveys	\$11,587	\$5,000		\$3250 SCFD grant \$3000 QCF grant
13	EAC Pancake Breakfast	Annual event	One-Time	Q1	Employees	No. 2	HR	1. To acknowledge, recognize and honor all city employees for their contributions to the organization and service to the City of Commerce City. 2. Provide an event for employees to enjoy and socialize with other employees; facilitate a sense of team and employee engagement	175	N/A	Yes		\$850	1. HR, EAC staff hours worked for event 2. Paid-time for employees to attend		N/A
14	Employee Appreciation BBQ	Annual event	One-Time	Q3	Employees	No. 2	HR	1. To acknowledge, recognize and honor all city employees for their contributions to the organization and service to the City of Commerce City. 2. Provide recognition to employees celebrating milestone anniversaries (5, 10, 15, 20, etc. years of service). 3. Provide an event for employees to enjoy and socialize with other employees; facilitate a sense of team and employee engagement.	260	N/A	Yes		\$7,500	Employee gift, food and years of service pin; in-kind HR, EAC staff hours worked for event. 2. Paid-time for employees to attend.		N/A
15	Employee Holiday Party	Annual event	One-Time	Q4	Employees	No. 2	HR	1. To celebrate the holiday season 2. To acknowledge, recognize and honor all city employees for their contributions to the organization and service to the City of Commerce City 3. Provide an event for employees to enjoy and socialize with other employees; facilitate a sense of team and employee engagement	244	N/A	Yes		\$10,340	1. HR, EAC staff hours worked for event 2. Paid-time for employees to attend		N/A
16	Explorer Banquet	Promoting careers in law enforcement through volunteer work, participatin community events, training and the police ride-a-long promgram	One-Time	Q1	Employees	No. 5	PD	To honor the achievements and recognize the participation of the explorers and volunteers	100	Local businesses	Yes	Participation	\$1,700	all funded through donations		
17	Fishing Frenzy Derby	Annual family-friendly fishing event, highlighting the Rocky Mountain Arsenal National Wildlife Refuge.	One-Time	Q2	Region	No. 5	PRG	1. To provide a fun, safe, family-friendly event for the Commerce City community. 2. To connect the community with the Rocky Mountain Arsenal National Wildlife Refuge, a community jewel. 3. To partner with the RMANWR and Bass Pro Shop to provide educational opportunities for children and adults in attendance.	500-800	Rocky Mountain Arsenal National Wildlife Refuge and Bass Pro Shop	No	Participant survey Planning team debrief	\$3,200	\$3,200 TOTAL: \$800 - salaries, \$2,500 - materials/supplies		Bass Pro Shop donates prizes: both Bass Pro and RMANWR provide volunteers. 31.5 volunteer hours reported for 2015 event.
18	Green Waste Event	Opportunity for the community to dispose of yard waste at no cost to them. This is done twice a year, once in the fall and once in the spring.	Recurring	Q2, Q4	Residents	No. 1	PW	1. For fall and spring yard clean up. 2. Reduce the amount of yard waste in the landfill. 3. Reduce the need for resident to use their large item pickup for yard waste.	150	Waste Management			\$9,883	\$9,883.00		
19	HolidayTree Lighting	Annual event providing the opportunity for a community celebration associated with the Christmas season. This event is typically held in collaboration with the Commerce City Cultural Council's December art show. This includes: official lighting of the lights, carolers, refreshments, art show & associated awards.	One-Time	Q2, Q4	Residents	No. 5	PRG	1. To provide a fun, safe, family-friendly event for the Commerce City community. 2. To celebrate the holiday season as a community. 3. To partner with the Cultural Council to increase attendance and enjoyment.	200	Commerce City Cultural Council (Tree Lighting was combined with the Art Show in 2015)	Yes	Planning team debrief	\$1,990	\$1,090 - purchased services/charges		Cultural Council contributed \$900 total: \$200 for refreshments for the combined event, and the additional \$700 funded art show prizes, and a memorial scholarship. They also provided volunteers for the event.
20	Memorial Day Parade	Annual 2.5-mile parade route honors those who paid the ultimate sacrifice for country.	One-Time	Q2	Region	No. 5	CMO	1. To create a safe and enjoyable environment for attendees 2. To honor Commerce City veterans 3. Celebrate 52 year event tradition	10,000	N/A	Yes	Participant survey Planning team debrief	\$24,000	\$16,000 materials/supplies \$8,000 staff time		N/A

Commerce City Event List

Event Name		Description	Frequency	Occurance	Audience	Council Goal	Owner	Event Objective	Attendance	Partners & Sponsors	Council Role	Evaluation	Total Budget	City Costs	Partner Costs
21	Mingle with Kringle	Annual event providing the opportunity for a community celebration associated with the Christmas season. Santa Claus & Mrs. Claus are the highlight of the event. Crafts, activities and refreshments are provided.	One-Time	Q4	Residents	No. 5	PRG	1. To provide a fun, safe, family-friendly event for the Commerce City community. 2. To celebrate the holiday season as a community. 3. To partner with the Cultural Council to increase attendance and enjoyment.	350	Recreation Division & Golf Division collaborate on this event	No	Planning team debrief	\$7,010	\$7,010 TOTAL: \$1,100 - salaries (VHE & hourly only), \$5,910 - purchased services/charges	N/A
22	National Law Enforcement Memorial Day and Police Week	Ceremmy Honoring Fallen Law Enforcement Officers	One-Time	Q2	Employees		PD	To honor fallen officers around the county	Approx 50	Local business	No	Participation and feedback	\$2,000	\$2,000	donuts/coffee
23	National Night Out	Crime and drug prevention event	One-Time	Q3	Residents	No. 5	PD	To enhance partnership between law enforcement and the community	720	N/A	Yes	Participation and feedback	\$3,000	\$3,000	
24	Neighborhood Outreach	Community event held two times (2nd Thursday of June & August) annually, providing residents with a variety of resources, as well as entertainment. One event is held in the northern part of the city & one event is in the southern part of the city.	Recurring	Q2, Q3	Residents	No. 5	PRG	1. To provide a fun, safe, family-friendly event for the Commerce City community. 2. To provide citizens with a wide variety of community resources. 3. To bring community members and organizations together to enhance communication and celebrate the Commerce City community.	650-1500 (depending on weather and location)	Representation from a variety of community organizations	Yes	Planning team debrief	\$27,789	\$27,789 TOTAL for both events: \$7,939 - salaries, \$19,850 - purchased services/charges	Many city staff volunteers, as well as volunteers from community organizations (e.g., Suncor)
25	PW Open House	Opportunity for the community to visit the Municipal Service Center and interact with the Staff.	One-Time	Q2	Residents	No. 5	PW	1. Gives the community a chance to see firsthand how the Public Works Department works. 2. Gives the coumminty a change to interact with city staff.	200	N/A				\$2,581.86	
26	QCF Golf Tournament Fundraiser	Annual event to raise money for educational scholarships	One-Time	Q2	Region		B&C	1. Raise money to support educational scholarship program	71	Various	Yes	Debrief	\$11,258	\$1,500 sponsorship	QCF sponsorships
27	QCF Wine Tasting Fundraiser	Annual event to raise money for recreation scholarships	One-Time	Q4	Region		B&C	1. Raise money to support recreation scholarship program	62	Various	No	Debrief	\$1,083	\$225 (ticket purchase)	Attendees
28	Sr. Pancake Breakfast Fundraiser	Annual community event held in May that raises funds for the Good Friends Scholarship program, which assists seniors financially when registering for senior programs, events or field trips.	One-Time	Q2	Region	No. 5	PRG	1. To provide a fun, safe, family-friendly event for the Commerce City community. 2. To raise money for the Good Friends Scholarship fund.	300-500	McDonalds Save A Lot	No	Planning team debrief	\$1,000	\$1,000 - purchased services/charges	McDonalds donates sausage & orange juice and Save A Lot donates orange juice.
29	Sr. Volunteer Recognition Dinner	Annual event held in September that recognizes the efforts and contributions made by our volunteers. The event generally has a theme, and includes a formal dinner, awards and recognition.	One-Time	Q3	Residents	No. 5	PRG	1. To recognize the contributions that volunteers provide to the senior services area.	100-130	N/A	Yes	Planning team debrief	\$4,500	\$4,500 - purchased services/charges	
30	Teen Halloween	Annual Halloween event planned for teens in the evening.	One-Time	Q4	Residents	No. 5	PRG	1. To provide a fun, safe, family-friendly event for the Commerce City community. 2. To provide a fun, safe, positive and age-appropriate event for teens.	125-400	N/A	No	Planning team debrief	\$6,150	\$6,150 TOTAL \$750- salaries (VHE & hourly only), \$5,400 - purchased services/charges	N/A
31	Telephone Town Hall	Provide city information and answer resident questions on a regular basis	Recurring	All	Residents	No. 5	CMO	1. To engage residents 2. To provide accurate and timely information	2,065	N/A	Yes	Debrief	\$17,100	\$17,100	N/A
32	Trash Land Fill Day	Event provides residents the opportunity to dispose of items at no cost to them at the landfill.	Recurring	Q2, Q4	Residents	No. 3	PW	1. For fall and spring yard and house hold clean up. 2. Reduce the amount of large item pick ups.	400	Republic Landfill	No		\$0	Event is part of annexation agreement; one FTE works the event	
33	WinterFest	Commerce City Business & Professional Association host annual holiday event.	One-Time	Q4	Residents	No. 5	CMO	1. Provide free holiday event.	Unknown	CCBPA	No	Unknown	Unknown	\$2,000 sponsorship	Unknown

Total Attendance 35,423

Total City Costs \$361,253
(not counting salaried staff time as noted)