City Manager Week in Review Report

WEEK OF: **April 5, 2024**

Commerce CITY

RESOURCES

Agendas and meeting schedules – commerce.legistar.com

City online events calendar – c3gov.com/Calendar

Get City Alerts – c3gov.com/Subscribe

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New & Notable

E. 104th Avenue closed east of Highway 85 for rail repairs
E. 104th Avenue is closed in both directions just east of Highway 85 through Sunday as the Union Pacific Railroad completes repairs to the rail crossing, which will also improve driving conditions for motorists. The closure began after the morning commute on Thursday and is expected to remain in place through most of the day on Sunday, April 7 before reopening (construction schedules are tentative and subject to change). Suggested alternate routes between Highway 85 and Highway 2 include E. 96th Avenue to the south and E. 120th Avenue to the north.

The city partners with railroad companies BNSF and Union Pacific on an annual basis to evaluate the conditions of railroad crossings in the city and determine a repair schedule for the upcoming year. Visit **c3gov.com/Subscribe** to sign up for notifications about upcoming road work, including rail repair closures and other road construction projects.

Neighborhood Meeting coming April 11 for E. 62nd Avenue & Holly Street improvements
Public Works staff is hosting a neighborhood meeting to share information with community members about the upcoming project to improve the intersection of E. 62nd Avenue and Holly Street. This project will improve safety and efficiency for motorists, bicyclists, and pedestrians while improving roadway conditions. The meeting will be held on Thursday, April 11 from 6 to 7:30 p.m. at the Suncor Boys & Girls Club, 6201 Holly St.

CDBG Public Input Meeting – April 17
The city's Community Development Block Grant (CDBG) program is hosting a public input meeting to collect resident feedback on proposed community projects that could be selected for funding with federal grant dollars. Each year, this feedback helps the city select projects that have public support while meeting federal requirements for assisting low to moderate-income residents and neighborhoods. The meeting is on Wednesday, April 17 from 2 to 4 p.m. at the Eagle Pointe Recreation Center, 6060 Parkway Dr. Those who have questions or cannot attend and wish to share their input can contact CDBG Coordinator George Lewis at glewis@c3gov.com or 720-760-5545.

Commerce City's Grant Office

Grants - March Update

Council Work Schedules

Business/Economic Development

– Staff partnered with the Community Relations team to launch monthly coordination meetings to identify upcoming opportunities for economic development communications and curate content for a new e-newsletter that is planned for launch in May, as part of the business retention and expansion program.

– Staff completed a framework for workforce program development for Build C3. Areas of program development include a business incubator, apprenticeship program, and a tuition program with a partner university.

– Staff conducted a business visit with a company that provides electronic recycling services. Staff is providing business retention and expansion services.

– Staff shared a new business retention and expansion business survey with Adams County economic development staff to further business retention and expansion coordination efforts.

-Staff met with the Chamber of Commerce staff to discuss business retention and expansion services in addition to partnership opportunities for multiple economic development programs.

– Staff met with the Finance team to review and discuss opportunities to better utilize existing city datasets in economic development strategy development and implementation.

– Staff attended the Site Selectors Guild Annual Conference in Nashville, Tennessee. The annual conference provides a platform for economic development professionals to connect with site selection consultants, fostering vital relationships between economic developers and site selection consultants. Through the sharing of valuable information and feedback, this helps make regions and communities more competitive and successful.

– Staff connected with a company that is exploring annexation into Commerce City. Staff met with internal departments to provide a tentative timeline for the process.

– Staff connected with Adelante Community Development staff members to confirm their small business and entrepreneurship training services for the 2024 calendar year. Staff is partnering with Adelante by providing access to the Small Business Resource Center to host their training services.

– Staff met with Urban Renewal Authority, Public Works, and Community Development staff to review previous investments and discuss active projects in the Derby area. The group also confirmed the need to meet monthly to identify and implement strategies designed to continue to advance the vitality of the area.

– Staff completed a full business resource library that will be used to populate the Elevate Commerce/Qwally website. The data garnered for the website will also be used to update the Small Business Resource Guide book.

– Staff provided business retention and expansion services for a business in Derby. An alley maintenance issue between property owners was discussed with a referral to the public works.

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 SeeClickFix 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
  - E. 112th Avenue Highway 85 East to Brighton Road, Belle Creek (new location)
  - Elm Street - E. 69th Avenue to E. 72nd Avenue

- In addition to routine areas, crews performed clean-up at the following locations:
  - E. 69th Avenue and Forest Street
  - E. 88th Avenue and Rosemary Street

Distinctive Highlights

- Staff conducted thorough clean-up operations in targeted areas and removed abandoned shopping carts and other debris.
- Staff took 70 tires to the recycling center to promote environmental sustainability.

Housing & Community Well-Being

Community Well-Being	Weekly	YTD
Homeless Navigator		
Unhoused Resident Contacts	38	390
Voucher Matches to Housing	0	4
Voucher Orientations for Housing	0	2
Unhoused Resident: Shelter	0	4
Unhoused Resident: Transitional Housing	1	1
Unhoused Resident: Permanent Housing	0	3
Family & Senior Navigator		
Senior Contacts	11	158
Senior Resource Referrals Made	16	192
Family Contacts	12	168
Family Resource Referrals Made	14	212

Housing / CDBG	Weekly	YTD
ERA: Rent/ Mortgage	$0.00	$245,027.87
ERA: Utility	$0.00	$8,875.00
ERA: Car repairs	$0.00	$0.00
ERA: Unhoused to permanent housing	0	2
ERA totals	$0.00	$251,000.00
ERA: Families Served	0	54
ERA: Total Applications	0	73
In-Person Resident Service	18	303
Phone Contacts	180	1855
CDBG Services	12	152
CDBG Draw Downs	$4,460	$18,358.00
CDBG Inspections	0	11

Environment & Sustainability

Energy, Equity, and Environmental Weekly Report – April 2

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: Ward Report – February 2024 * New Report will be updated by second Wednesday of the month

PERMITS	Weekly Totals	2024 YTD Total
SFD Permits Issued	18	125
Multi-Family Permits Issued	0	0
Duplex Permits Issued (SFA)	0	0
Townhome Permits Issued (SFA)	0	0
Residential CO issued	15	149
Total Permits Issued	44	502
Permits Processed	83	644
Residential Permits Processed	66	489
Non-Residential Permits Processed	17	155
Residential CO Processed	15	149
Residential Inspections	496	5764
Non-Residential Inspections	36	495

CODE ENFORCEMENT	Weekly Totals	2024 YTD Total
Total Case Action	762	7880
Pro-Active Cases	127	1156
CAI	4	40
SCF-CRM	18	226
Violations Issued	213	2200
Snow Violations	0	85
Snow Guardians	0	75
Abatement Hearings	0	73
Abatement Ordered	0	35
CRT Violations	9	78
CRT Outreach	3	18

PLANNING	
Completed Cases	2
New Cases (Deemed Incomplete/Not Included in Total)	0
New Cases (Deemed Complete/Included in Total)	5
Total Active Cases	159
POD Inquiries questions about zoning, allowable use, development process and timelines, setback requirements	27

SELECT CASE STATUS UPDATES	
CanAm	Plat Approved
Murray Farms	Plat re-submittal expected soon
Tower Landfill	Meet with applicant this week about next steps

PUBLIC HEARINGS (Recent & Upcoming)	
CITY COUNCIL, April 1	Rocky Mountain Recycling Conditional Use Permit
CITY COUNCIL, April 1	Waterline for Denver Water
CITY COUNCIL, April 1	Reunion Plaza PUD Zone Document Amendment
CITY COUNCIL, April 1	Rosemary QuikTrip Zone Change

NEW SUBMITTALS	
SMP24-0001	Turnberry Fil No. 6 Lot Line Adjustment
D24-0005	Buffalo Run Clubhouse
OS24-0001	4990 Monaco Outdoor Storage Permit
DRB24-0001	ATAX Catalyst Fund Application
MM24-0004	Little Sunshine's Playhouse

Public Safety

Commerce City and Brighton Police Announce Important Partnership During April's Sexual Assault Awareness Month

Commerce City and Brighton Police Departments are introducing a new online tool for sexual assault survivors. Together our departments are implementing "Seek Then Speak," an online tool to help sexual assault survivors access information when they need it and start reporting when they are ready.

"By providing various options to reporting, survivors have broader access to justice and healing. Most sexual assault victims never report the crime to law enforcement, and those who do face significant barriers when engaging with the criminal justice system," said Brighton Police Chief Matt Domenico.

CCPD and BPD have had a combined Sexual Assault Task Force (SATF), as well as a shared victim services unit, for several years. Together, this team takes a victim-centered, offender-focused approach to investigating sexual assaults in both cities.

"Our hope with the implementation of this tool is that it will empower survivors with the information and resources they need in order to begin to move forward in a way they feel most comfortable with," said Commerce City Police Chief Darrel Guadnola.

Seek Then Speak is a free and was developed by End Violence Against Women International. Accessible on any device with internet connectivity, the tool is divided into two key functions:

SEEK: Provides sexual assault survivors and those supporting them with a way to privately gather information and explore options for medical care, supportive services, and reporting to law enforcement.

SPEAK: Provides survivors with a detailed, self-guided interview that can be completed at their own pace, and in as much or as little detail as they are comfortable with.

It is designed for survivors and those supporting them at any time and place. If a survivor begins reporting, a PDF document will be generated that they can download to their own device to be saved. From there, they can choose to email it to law enforcement, print it and provide it in person to the appropriate department, or give it to a sexual assault advocacy center to submit to police on their behalf.

Oversized Vehicles Update

- E 60th Ave./Brighton Rd. – Semi trailer full of tires. Tagged on 03/02/24, set up for destruction. Wait on final date to destroy.

- E. 96th Ave./Heinz Way – 6 semi-trailers Tagged, waiting to be towed.

- E. 106th Ave. and Tower Rd. – boat. Waiting to be towed by EA.

- EA Towing should be able to tow next week. Waiting on confirmation.

Visit any of these three links to donate on behalf of any of these three CCPD employees:

classy.org/fundraiser/5353897
classy.org/fundraiser/5335516
classy.org/fundraiser/5346634

Infrastructure

PW Updates

Preservation and Safety

- The city's asphalt crack repair contractor completed three repairs in the Reunion neighborhood, bringing the total cracks repaired under the current project to 94. This completed the scope of the current contract. Another contract will be bid in April for another round of repairs.
- Bids were received for the 2024 Concrete Flatwork and Repair Program. This project will be on the April 15 City Council agenda for award.

Engineering

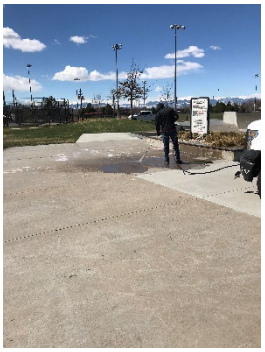
- A pre-construction meeting was held for the Colorado Boulevard Paving and Multi-modal Improvement Project between E. 68th and E. 70th avenues. Construction is planned to start mid-April.
- A project kickoff meeting was conducted for the Third Creek Tributaries Floodplain Project. The project is being managed by the Mile High Flood Control District and will map the floodplain for three tributaries flowing into Third Creek on the east side of the city.
- Staff attended the North Area Transportation Alliance (NATA) meeting.
- A railroad diagnostic meeting was held at the Burlington Northern Santa Fe (BNSF) crossing for the E. 88th Avenue Widening Project to confirm the requirements for the widened crossing proposed for the project.
- A weekly meeting was conducted for the E. 120th Avenue Widening Project between Chambers and Buckley roads.
- List of Active Permits/Projects Requiring Traffic Control – Attached. **Active Permits**

Parks

- Staff focused on ballfield maintenance for upcoming baseball activities. Fence repairs were also completed at Pioneer Park at the Moore and Capra fields.
- Staff performed maintenance on the following soft surface trails: Prairie Gateway Open Space, Ragweed Draw, Belle Creek, and Dunes Park.
- In response to the snow storm that rolled in Sunday through early Monday morning, staff members worked on cleaning sidewalks around city buildings and walkways spending a total of 134.5 hours shoveling and removing snow.
- Staff began applying herbicide to areas throughout the trails to control noxious weeds along the Sand Creek Trail and Derby trailheads.
- Staff added six tons of recycled asphalt to the parking lot located on the south side of E. 96th Avenue at the Rocky Mountain National Refuge Perimeter Trail to level the parking area. This improvement will not only enhance the durability and longevity of the parking lot surface, but also contributes to our sustainability efforts by utilizing recycled materials.

Streets

- The Sweeping crew completed sweeping operations on E. 56th Avenue removing debris and dirt. The Sweeping crew also cleaned up a rock spill from the southbound lanes of Tower Road at E. 104th Avenue.
- Staff cleaned the drainage catch pans on E. 60th Avenue and Parkway Drive. Regular maintenance of catch pans helps prevent debris build-up and improves drainage efficiency.
- The Traffic team installed a four-way stop at the intersection of E. 93rd Place and Landmark Drive.



Parks, Recreation and Golf

Emergency Action Plan Training Recap

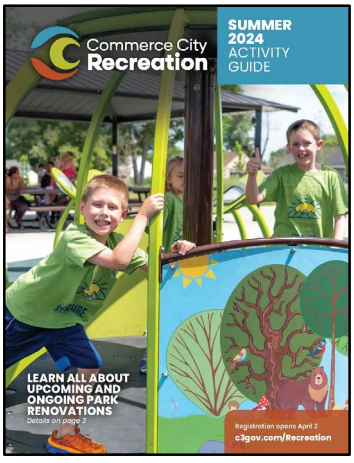
On March 17 and 24, facility and aquatics staff from both the Bison Ridge and the Eagle Pointe recreation centers worked with the Police Department and Emergency Management staff on execution of the Emergency Action Plans for the facilities. These trainings included active shooter scenarios, fire extinguisher deployment and use, fire and severe weather evacuation points, meeting locations, de-escalation techniques, and medical emergency responses. These trainings help ensure staff have the knowledge and training to respond to any incident effectively and appropriately. Thank you to everyone who participated in these trainings.

Adams County Mayors and Commissioners Youth Awards (ACMCYA)

The Adams County Mayors and Commissioners Youth Awards (ACMCYA) is a program that recognizes youth, grade 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. On March 21, Commerce City hosted a banquet to recognize the ten award winners from Commerce City who were selected to receive the 2024 ACMCYA award. Congratulations!

Registration is OPEN for Summer Programs

Summer starts NOW in Commerce City! Registration is open for our summer classes and programs. Sign-up your kids for sports camps, enrichment programs, and outdoor adventure activities. We have lots of programs for you grown-up kids too, like breakfast burrito bingo and stand-up paddleboarding. In addition, we are offering more than twenty trips to places like the Boulder County Farmers Market, Old Town Arvada, and even a trip to the Colorado Symphony. Head on over to c3gov.com/Register to sign up today!

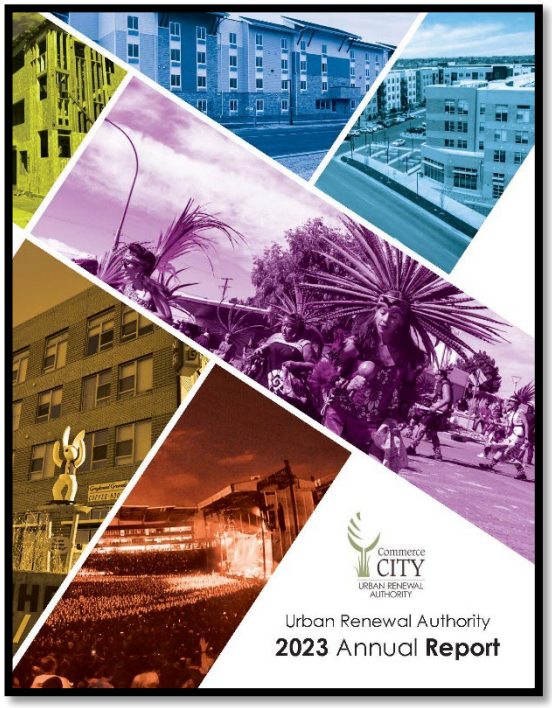


Urban Renewal

Urban Renewal Authority 2023 Report of Accomplishments
This is an exciting time for Commerce City's Urban Renewal Authority (CCURA)! Commerce City is a dynamic and growing city that has experienced substantial changes since creating its URA in 1978. Publishing an annual report presents an opportunity to account for these changes and to prepare the city for continued transformative redevelopment opportunities. This year's report is also a chance to celebrate and reflect on the CCURA's past journey while confirming and refining our aspirations for moving Commerce City forward.

The CCURA was established on June 5, 1978 to serve as the city's redevelopment agency responsible for eliminating, remediating, and preventing blighted conditions within targeted areas of the city. Through the CCURA, the city's planning process and development process work collaboratively to deliver upon a community vision. The CCURA can remove complicated and expensive factors that are known to prevent desirable redevelopment activities that revitalize struggling areas to restore economic vitality and improve safety.

To view the full report, please visit **c3gov.com/URA**.



Financial Reports

Where to find budget and financial information:

Main Budget & Financial Reports Webpage:

- c3gov.com/financialreports
- 2024 Adopted Budget
- 2024 Budget at a Glance
- 2022 Annual Comprehensive Financial Report (ACFR)
- 2022 Popular Annual Financial Report (PAFR)

Monthly Financial Report – through December 2023

Monthly Financial Report – through February 2024

The Monthly Financial Report for December 2023 is provided. This report is unaudited and subject to change. The city's 2023 Financial Audit will be underway beginning in early April. The audit report and audited financial statements will be presented to City Council at the end of June. Each monthly financial report contains cumulative financial data through the end of the reporting month.

Municipal Court

Monthly Court Report - through March 2024

Text Message Notifications
Commerce City Municipal Court is utilizing text message notifications to send reminders to case parties. If you have an upcoming hearing, you should receive an initial 'opt-in' text message. If you have not received an 'opt-in' message and would like to receive text message notifications with reminders about your Municipal Court case, please call 303-289-3640 or send an email with your cell phone number to court3@c3gov.com.

Boards and Commissions

The Quality Community Foundation (QCF) was recently awarded a $10,000 grant from Kroenke Sports Charities. This funding will be distributed to the community through QCF's 2024 nonprofit grant program. This grant will directly increase the amount of funding that QCF can distribute to local nonprofits directly meeting the needs of Commerce City Residents in 2024. Representatives from QCF will be present at the Denver Nuggets game on Monday, Nov. 6 to accept the grant.

Second Quarter 2024 Boards and Commissions Recruitment is open and taking applications through Friday, April 12. Interviews will be held on Saturday, April 20, from 10 a.m. to 2 p.m. via Zoom. A list of current vacancies may be found at **c3gov.com/Boards**.

Those interested should apply at **c3gov.com/Boards**. For additional information, please contact Jordan Roberts, Deputy City Clerk, at jroberts@c3gov.com or 303-289-3676.