



City Council Communication

AGENDA DATE: August 3, 2026

LEGISTAR ITEM #: 26-046

PRESENTER: Craig Kim

DEPARTMENT: City Manager's Office

☐ Administrative Business	☒ Noticed Council Business
☐ Informational Presentation	☐ Consensus-Building Presentation

BACKGROUND/REQUEST

Sand Creek Regional Greenway Partnership, Inc. - Sponsorship request attached - \$1,500.00

Co-Sponsor: Charles Dukes

From: [Forms & Workflow](#)
To: [Peters, Annette - CM](#)
Subject: Open Forms submission for a Council Sponsorship Request.
Date: Sunday, July 12, 2026 2:30:32 PM

Open Forms submission for a Council Sponsorship Request.

Someone has filled out a request for a Council sponsored event.
Information below.

1. Type of Sponsorship Requested	
Application date	7/12/2026
Please indicate types of in-kind sponsorship sought	
Please indicate amount of cash requested	1,500
Please indicate amount of cash requested for school or school-related group	
2. Organization/Group Details	
Registered Name of Organization:	Sand Creek Regional Greenway Partnership, Inc.
Doing Business As:	Sand Creek Regional Greenway Partnership
Contact Name:	Monique Fair
Contact Title/Position:	Executive Director
Mailing Address:	2340 Dayton St.

City:	Aurora
State:	Colorado
Zip:	80010
Email:	MFair@sandcreekgreenway.org
Organization or Event Website:	https://www.sandcreekgreenway.org/
Business phone:	7203013976
Mobile number:	
3. Not-For-Profit Status	
Upload documentation here	IRS tax exempt letter.pdf
Not-for-profit	Yes
Registered in Colorado	Yes
Registered Not-For Profit for Tax Purposes	Yes
Tax Exempt No.:	84-1503970
Mission/Purpose of the Organization (attach additional documentation if needed):	Our mission is to promote curiosity, environmental awareness, and community health through stewardship and experiences with an urban greenspace that offers equitable access and connection to the diverse habitats, communities, places, and cities thriving along the Sand Creek Regional Greenway.
4. Program/Event Details	
Name of Program/Event:	Strategic Plan Gathering Party
Type of Program/Event:	The SCRGP Strategic Plan Launch Party will bring together community members, local governments, and partners to introduce this plan and build awareness of its priorities.

Event or Program Mission/Purpose (attach additional documentation if needed):	The Sand Creek Regional Greenway Partnership (SCRGP) is a nonprofit organization whose mission is to build a community of belonging, connection, and shared stewardship of the Sand Creek Regional Greenway. Throughout 2025, SCRGP engaged nearly 100 stakeholders to develop a Strategic Plan that will guide the organization's work over the next 10 years. The SCRGP Strategic Plan Launch Party will bring together community members, local governments, and partners to introduce this plan and build awareness of its priorities. The event will highlight how SCRGP's future projects and activities consider factors that influence water quality, including stormwater impacts and environmental conditions affecting Sand Creek. This event creates an opportunity to connect community-level awareness and action with broader watershed outcomes, while also strengthening the partnership between SCRGP and the City of Commerce City in support of a healthier watershed.
Is this a fundraising event?	No
If yes, who will receive the proceeds?	n/a
Fundraising recipient's 501(c)3 Number	n/a but SCRGP is a non-profit and raising funds to support this event
Event Address:	8371 northfield blvd. Denver, 80238
Event Date(s):	September 3, 2026
Event Time(s):	5:00 - 7:00 pm

Expected Number of Participants:	150
Please attach a schedule detailing major portions of the event, if applicable	
Event Open to the Public?	Yes
Has this event been previously held?	No
Number of previous occurrences:	
5. Benefits Proposal	
Check all of the proposed benefits, goods and/or services the City would receive if approved.	Recognition in social media Event tickets/free admission City logo on marketing materials City logo on website Other (please list below or attach)
List other	Opportunity to include SCRGP approved materials on a shared resource table
Attach list of other	SCRGP Strategic Plan Gathering Sponsorship.pdf
6. Event Promotion/Marketing	
Please list how the program/event will be promoted, including both digital and/or print methods and attach copies of available materials. Materials from previous occurrences of the event may be	SCRGP e-newsletter, personal calls and invites, sending marketing materials to partners to share in their newsletters, hanging flyers, social media, invites during SCRGP outreach events like Coffee on the Greenway and music at the park events in Commerce City

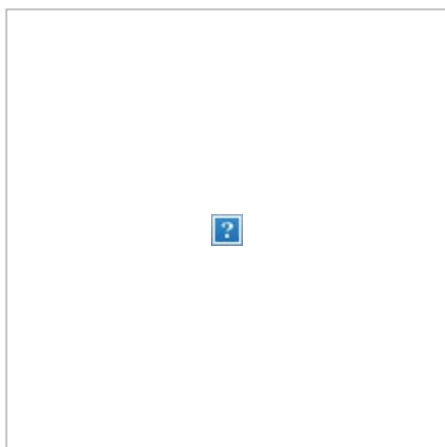
used if similar to marketing planned for current event.	
7. Insurance	
Does the organization/group possess General Liability Insurance? A copy of the certificate must be supplied with this application.	Yes
Upload certificate copy	Insurance 2026.pdf
8. Event Budget and Funding (required only for cash requests)	
How is the event being funded? Please list all types, including sponsorships, vendor fees, ticketing, etc.	SCRGP is fundraising for this event through sponsorship requests.
Please list all event fees that will be charged below, including registration, entry, spectator, vendor sign-up, parking, etc.	This event is free to the public. The space was donated and SCRGP will pay for the food, beverage, and engagement activities during the event through sponsorship funds raised.
	Confirmed contributions: The MCA, Inkind- \$600 Metro Water Recover, cash contribution - \$1,500 City of Aurora, Councilman Medina's Office, cash contribution - \$1,500

Please list all Sponsors and Sponsor Contributions.	Current pending requests Suncor, cash contribution - \$3,000 City of Denver, Councilwoman Lewis's office, \$1,500 Colorado Health Foundation, \$3,000
9. Event Booths (required only for cash requests)	
Vendor/Sponsor Booths at the Event	No
Number of booths	
Will they be selling products and/or services?	No
Please list the types of products and/or services that will be sold.	
10. Exception Criteria (required only for cash requests)	
	The Sand Creek Regional Greenway Partnership (SCRGP) respectfully requests a \$1,500 sponsorship from the City of Commerce City to support the Strategic Plan Community Gathering on September 3, 2026. Over the past year, SCRGP engaged nearly 100 residents, partners, municipal representatives, and stakeholders to develop a Strategic Plan that will guide the organization's work over the next 10 years. The Community Gathering will formally

	share this vision with the public while inviting residents to become active participants in the future of the Greenway. As one of the three municipal partners that steward the Sand Creek Regional Greenway, Commerce City has played an important role in shaping this vision. The gathering provides an opportunity to celebrate that partnership while encouraging continued resident involvement in environmental stewardship, recreation, community wellness, and civic engagement. Support from Commerce City will help ensure the event remains free and accessible to all participants, allowing residents to engage with the future of one of the community's most significant regional assets.
Provide statement here.	Expense Amount Venue rental and event equipment \$500 Event interpretation and bilingual materials \$350 Printed educational materials and Strategic Plan summaries \$250

Community outreach and promotional materials \$200 The Strategic Plan Community Gathering will strengthen community identity by inviting residents to support the Greenway's future and understand how they can contribute to its long-term success. The event reinforces Commerce City's commitment to parks, trails, environmental stewardship, and quality of life while highlighting the City's ongoing partnership with SCRGP. The event is expected to welcome approximately 150 attendees, with a significant portion of invites to be sent to Commerce City residents, elected officials, partner organizations, volunteers, and Greenway users. Beyond the event itself, the Strategic Plan will guide SCRGP's work over the next decade, benefiting thousands of Commerce City residents through expanded programming, improved recreational opportunities, ecological restoration, volunteer engagement, environmental education, and enhanced access to the Greenway.	
11. Required Attachments (required only for cash requests)	
Please indicate below which attachments are being provided with the application.	501(c)3 Copy or Letter of Determination of Exempt Status Certificate of Insurance Event Budget Detail
Attach documents	

here	
Signature	
Printed name	Monique Fair
Title	Executive Director
	Link to signature
Date	7/12/2026



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