



City Council Communication

AGENDA DATE: August 3, 2026

LEGISTAR ITEM #: 26-045

PRESENTER: Susan Noble

DEPARTMENT: City Manager's Office

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

BACKGROUND/REQUEST

Friends of the Front Range Wildlife Refuges - Sponsorship request attached - \$2,500.00

Co-Sponsor: Craig Kim

From: [Forms & Workflow](#)
To: [Peters, Annette - CM](#)
Subject: Open Forms submission for a Council Sponsorship Request.
Date: Thursday, July 9, 2026 11:59:15 AM

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	07/07/2026
Please indicate types of in-kind sponsorship sought	
Please indicate amount of cash requested	2,500
Please indicate amount of cash requested for school or school-related group	
2. Organization/Group Details	
Registered Name of Organization:	Friends of the Front Range Wildlife Refuges
Doing Business As:	Friends of the Front Range Wildlife Refuges
Contact Name:	Vanessa Thurk
Contact Title/Position:	Executive Director
Mailing Address:	6550 Gateway Rd.

City:	Commerce City
State:	Colorado
Zip:	80022
Email:	vthurk@ffrwr.org
Organization or Event Website:	https://ffrwr.org/
Business phone:	7203812503
Mobile number:	6127903952
3. Not-For-Profit Status	
Upload documentation here	Certificate of IRS tax exemption 2013.pdf Sec of State CO state cert of registration.pdf
Not-for-profit	Yes
Registered in Colorado	Yes
Registered Not-For Profit for Tax Purposes	Yes
Tax Exempt No.:	261366954
Mission/Purpose of the Organization (attach additional documentation if needed):	Friends of the Front Range Wildlife Refuges (Friends) is a nonprofit organization that supports the two largest national wildlife refuges in the Denver metro area: Rocky Mountain Arsenal and Rocky Flats National Wildlife Refuges. Through active outreach and fundraising, Friends supports refuge programs, volunteers, environmental education, habitat restoration, and many other initiatives.
4. Program/Event Details	
Name of Program/Event:	Harvest Moon Appreciation Dinner
	Harvest Moon Appreciation Dinner serves the purpose of spreading awareness for the work of

Type of Program/Event:	our organization in Commerce City and bringing the community together to celebrate the work of staff and volunteers supporting our wildlife refuges and expanding outdoor recreation.
Event or Program Mission/Purpose (attach additional documentation if needed):	This event honors the commitment of staff and volunteers while serving as a vital fundraising opportunity for conservation initiatives and environmental education at the Refuge. Attendees will enjoy a catered dinner, a live animal program led by Rocky Mountain Wildlife Alliance, and updates from the Refuge Manager. The evening also includes networking opportunities, special discounts at Nature's Nest, and a chance to support ongoing conservation efforts.
Is this a fundraising event?	Yes
If yes, who will receive the proceeds?	Friends of the Front Range Wildlife Refuges supporting Nature Play at Rocky Mountain Arsenal National Wildlife Refuge
Fundraising recipient's 501(c)3 Number	261366954
Event Address:	6550 Gateway Rd. Headquarters Commerce City, CO 80022
Event Date(s):	09/10/2026
Event Time(s):	5pm - 8pm
Expected Number of Participants:	100
Please attach a schedule detailing major portions of the event, if applicable	Harvest Moon invitation_2026.pdf
Event Open to the Public?	Yes

Has this event been previously held?	Yes
Number of previous occurrences:	20 years
5. Benefits Proposal	
Check all of the proposed benefits, goods and/or services the City would receive if approved.	Verbal recognition at event Recognition in social media Banner at event Event tickets/free admission City logo on marketing materials City logo on website
List other	
Attach list of other	Harvest Moon 2026.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 used if similar to marketing planned for current event.	Digital marketing including 2 social media posts, 4 newsletter mentions, and sponsor logo featured on nonprofit website. In-person acknowledgement at the event, display on sponsor posters and on event programs. Free event tickets and acknowledgement of elected officials at the event. Special award given to one sponsor of the year annually with plaque recognition.
7. Insurance	
Does the organization/group possess General Liability Insurance? A copy of the certificate	Yes

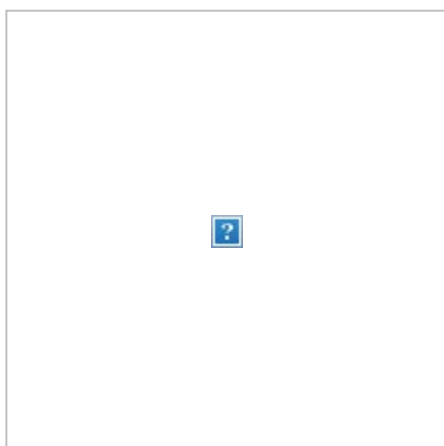
must be supplied with this application.	
Upload certificate copy	2526 CERT - Commerce City.pdf
8. Event Budget and Funding (required only for cash requests)	
How is the event being funded? Please list all types, including sponsorships, vendor fees, ticketing, etc.	The event is funded by sponsorships, ticket sales, and general operating funds.
Please list all event fees that will be charged below, including registration, entry, spectator, vendor sign-up, parking, etc.	Ticket fees \$60/person, sponsor levels include: Elk \$300 with 4 free tickets, Eagle \$1,000 with 8 free tickets, Bison \$2,500 with 10 free tickets, and Black-Footed Ferret \$5,000 with 12 event tickets, and sponsor registration and ticketing fees from event hosting website. FFRWR purchases catering, bartender and drinks, event activities, printing materials and marketing, and appreciation awards.
Please list all Sponsors and Sponsor Contributions.	Confirmed sponsors include: Pepin Memorial \$1,000, Board members \$300, Elephant PR \$300, MCA Central Park \$3,000, Denver International Airport \$1,000, Shell \$1,000, United Power \$2,500, Hyland Systems \$300, Denver Zoo Conservation Alliance \$1,000, Watson Wenk Group \$600, and Colorado Parks and Wildlife \$500 (in-kind wildlife program). Previous sponsors not yet confirmed: Suncor \$5,000, South Adams County Fire Department, Great Outdoors Colorado \$300, Mile High Flood District \$300, Montbello Organizing Committee \$300
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)	
	Commerce City Sponsorship Statement 1. Friends of the Front Range Wildlife Refuges (FFRWR) is seeking a donation from Commerce City to support the Harvest Moon Appreciation Dinner, an annual event that celebrates the Rocky Mountain Arsenal National Wildlife Refuge and its role in preserving local wildlife and habitats. This event fosters community engagement, environmental education, and stewardship, aligning with Commerce City's commitment to sustainability and community well-being. By sponsoring this event, the City can demonstrate its support for conservation efforts and strengthen its identity as a community that values environmental stewardship. Vendors will not table at this event, however, Commerce City partners with the Refuge at 3 annual events including Fishing Frenzy, Earth Day, and Refuge Day. 2. Costs include: Bar Rental and Bartender \$450, Catering \$3,200, Marketing and Promotion \$500, Environmental Education Program and Activities \$1,500, Supplies (Beverages, Desserts, and Flowers) \$800, Staff and Volunteer Coordination

	\$1,000, Miscellaneous/Contingency \$800; Total Requested Amount: \$2,500. Harvest Moon Event raises funds for environmental education and habitat restoration at Rocky Mountain Arsenal National Wildlife Refuge including the upcoming Nature Play project in collaboration with Commerce City Parks, Recreation, and Golf.
Provide statement here.	3. a. Broad community impact and/or Commerce City identity building The Harvest Moon Appreciation Dinner is a celebration of the Rocky Mountain Arsenal National Wildlife Refuge (Refuge) staff, volunteers, and the role of this space in fostering environmental stewardship, education, and community engagement. FFRWR funds transportation for field trips, enabling local schools and youth groups to visit the refuge and participate in hands-on learning experiences. FFRWR collaborates with Commerce City on community engagement initiatives, including the Nature Play design and construction, which provides a safe, natural space for children to explore and connect with the outdoors. The Refuge also hosts Commerce City's Early Childhood Education (ECE) summer program, offering young learners opportunities to engage with wildlife and nature. Regular programming such as archery, fishing, and special events like Fishing Frenzy, Refuge Day, and Earth Day further strengthens the bond between the Refuge and Commerce City residents. b. Approximate number of Commerce City citizens benefited The Harvest Moon Appreciation Dinner and the

	Refuge's ongoing programs benefit approximately 2,000 - 2,500 Commerce City residents annually. Including: 100 attendees at the Harvest Moon Appreciation Dinner, 500+ children and families participating in field trips, Nature Play activities, and 10+ youth annually in ECE summer programs, 1,000 average participants in each annual event including: Fishing Frenzy, Refuge Day, Earth Day, 50+ residents have participated in volunteer programs: litter league, native seed collection, etc., and 4+ High School Students from Commerce City annually engaged in GenWild NEMC Youth Council. c. Benefit to the economic health of the community The event and refuge programs directly and indirectly support Commerce City's economic health by sourcing catering, decorations, and services from Commerce City vendors to boost local businesses. The Refuge draws residents and tourists to the area, increasing spending on dining, lodging, and retail. Collaborations with Commerce City on programs like Nature Play, field trips, and ECE summer initiatives to form long-term relationships between the City, FFRWR, and local stakeholders. By supporting conservation and education, the City reinforces its reputation as a leader in sustainability and family-friendly initiatives.
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 Event Schedule Marketing Materials Certificate of Insurance Event Budget Detail

	Exception Criteria
Attach documents here	Program_HARVEST MOON_2025.pdf Harvest Moon Agenda 2026.pdf
Signature	
Printed name	Vanessa Thurk
Title	Executive Director
	Link to signature
Date	07/09/2026



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