



## FROM THE CITY MANAGER'S OFFICE

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For the week of December 14, 2015

### **Inside** the city

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Information on latest happenings, items of interest.

To see events posted on the city wide calendar please visit our [website](#).

### **Council** follow-up

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Resolution of action items or requests from previous meetings.

#### **Employee holiday lunch update**

There were 224 employees in attendance during the holiday party luncheon last Thursday. This is more than twice the employee attendance from previous years. Employees who were unable to leave the office were brought food as well. There has been a lot of positive feedback shared with the Employee Activity Committee. Specifically, members of the police department appreciated their colleagues were able to attend this year, unlike in previous years.

#### **Councilwoman Carson requested that city council consider a resolution of support for Scientific Cultural Facilities District 2016 reauthorization**

The item will be added to the legislative committee agenda in January 2016.

#### **Councilman McEldowney requested staff conduct a traffic warrant study at 96<sup>th</sup> Avenue and Chambers Road. Councilmember Douglas requested the cost for conducting a traffic warrant study at the intersection of 104<sup>th</sup> Avenue and Revere Street**

Staff can complete traffic signal warrant studies without the need to outsource these to a consultant. Traffic and crash data will be collected in the next few weeks; results of both studies will be completed in December, with a summary to city council in the Jan. 4, 2016, city manager's update.

#### **Councilman McEldowney asked staff to research composting options and consider these as a future enhancement to the garbage and recycling program**

Please review the attached memo summarizing research and options completed to date.

#### **Correspondence**

- Rep. Perlmutter's District Update – December 2015

#### **Development Report**

Attached please find the monthly development report.

#### **City Council Work Schedule**

Attached please find the current city council meeting schedule.

**To:** Mayor and City Council  
**From:** Maria D'Andrea, Director of Public Works  
**Subject:** Residential Composting Options  
**Date:** December 7, 2015

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The United States sent 25 million tons of food waste to landfills in 2005. The greenhouse gas impact of composting this material would be the equivalent of removing 7.8 million passenger cars from the road.

Organic materials typically make up 50-75% of all materials sent to landfills. Composting is the process of collecting and turning organic waste into a marketable product for various uses, typically soil enhancements. Most organic materials can be composted such as yard debris, food, egg shells, coffee grounds, non-recyclable paper (such as used paper plates, paper towels, and tissue), and other products (such as cotton balls, wooden chopsticks, popsicle sticks & toothpicks). Composting is a way to keep organic material out of landfills, thereby avoiding climate warming gases generated by organic materials in landfills.

Methane is generated in landfills as organic material decays under anaerobic (without oxygen) conditions. Because methane is so much more damaging than carbon dioxide, the benefits of composting organic material far outweigh the environmental “costs” of collecting, hauling and processing organic material with trucks and equipment that burn fuel.

Several large cities, including San Francisco, Minneapolis, and Denver, have successfully implemented curbside organic waste collection systems. In San Francisco it is mandatory to keep recyclables and compostables out of the landfill by recycling and composting everything possible. Containers are distributed to all residents and businesses. So, they have a three-cart system: garbage, recycling and composting. Residents and businesses that collect more compost are eligible for a reduced cost for their garbage service.

Minneapolis implemented free, weekly organic collection to about ½ of the City in August 2015 with the rest of the City to come on-line in spring 2016. The service is voluntary but, to date, more than 30% of eligible customers have signed up for the service. Similar to San Francisco, a third container is provided to residents and collected on a weekly basis, on the same day as regular garbage pickup.

Denver is providing weekly compost pick up to about 1/3 of its neighborhoods currently.

## MEMO CONTINUED

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Different from San Francisco and Minneapolis, residents are required to pay for the service - \$29.25 per quarter or \$107 per year. Each compost program participant is supplied with a green cart that is collected weekly. The organic material collected through the composting collection program is sent to a commercial composting facility in Keenesburg, Colorado that is run by A1 Organics. There, organic material is ground into fine pieces by an industrial grinder and then composted under controlled conditions. After composting is complete A1 Organics performs a number of analytical tests on the compost, using an independent laboratory, to ensure the compost is a quality product before selling it.

Boulder has also launched a successful composting program aimed at reducing their overall waste stream by 85%. They are planning to use the Keenesburg facility as well for processing compostables.

A1 Organics recently opened an organic recycling facility in Commerce City at 9109 Monaco Street, (behind the La Quinta Inn), west of I-76 & north of 88<sup>th</sup> Avenue. They accept yard waste (grass, leaves, etc.), brush/tree limbs, logs/stumps, soil, sod & dry wall for \$10/cubic yard with a 3 cubic yard minimum plus a \$5.00 environmental fee per load. They also collect food waste from restaurants. Staff is meeting with them next week to discuss possible composting options within the City.

Staff has also talked with Waste Management about the possibility of adding composting to the City's service contract. At this time, it appears that two composting options are available for consideration related to residential service:

- 1) Collection of composting as part of the City's Garbage & Recycling Program  
Similar to the previously mentioned cities' programs, curbside collection of compostable materials could be offered to residents. This could be a pay-for-service or a subsidized service. If desired, staff would need to evaluate the receptivity of residents to this type of program and their willingness to use it. Waste Management has implemented similar programs in other parts of the country. Costs would be based on labor & equipment to provide a separate stream pickup, similar to recycling as the existing vehicles could not separate compostable materials from regular garbage. If desired by Council, staff could solicit a cost from Waste Management to provide this service on both a weekly and bi-weekly basis along with cart rental and delivery.



## MEMO CONTINUED

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### 2) Education & materials to support backyard composting

The City could provide educational materials, classes, and composting bins to allow residents to compost on their own. With this program, there would not be any collection of the composted materials. Instead, residents would create & use the compost in their own yards. Existing staff could be utilized to provide the educational sessions and serve as a resource for interested residents. Bin purchase & delivery would be bid out. A rough estimate of initial costs associated with this type of a program is assuming about a 5% participation rate (725 households):

Educational materials	\$2,500
Educational sessions	\$500
Compost bins (\$20 each)	\$14,500
<u>Bin delivery (\$10 each)</u>	<u>\$7,250</u>
Total:	\$24,750

Other options for composting could include:

- Initiate composting at all City facilities. Special containers would be used and collected on a weekly basis. A1 Organics is providing a quote to the City for these services.
- Provide educational materials to City restaurants and grocery stores related to composting options.



## Rep. Perlmutter's District Update – December 2015



Happy Holidays! Wishing you and your family a safe and healthy holiday season.

I hope all of you will [mark your calendars](#) for our annual **District Office Open House** on **December 5 from 12:00 – 2:00 p.m.** at our District Office located at 12600 West Colfax Avenue, suite B-400 in Lakewood. This is our eighth open house and it serves as a great opportunity to celebrate the holiday season with the people of the 7<sup>th</sup> Congressional District.

It's also a chance to look back at all of our activities in 2015. Take a look in our [2015: Year in Review video](#). In 2015, our office hosted 25 events with more than 18,900 constituents, including our recent **Senior Resource Fair** which had nearly 170 people in attendance. The event is the third of its kind and helps provide valuable information and resources for seniors and their families from organizations across Jefferson and Adams County.



As I head back to D.C., the devastating attacks around the world and particularly in Paris have left us with a lot of anxiety and fear right now here at home. The attacks are frightening and a tragic reminder of the barbaric acts being carried out by Islamic State terrorists. The U.S. continues to fight ISIS and destroy their capabilities with over 3,000 advisors and special operations forces on the ground and conducting airstrikes in targeted regions every 2 ½ hours.

I believe we can balance the security of the American people while helping some of the world's most vulnerable people fleeing a civil war and brutal regime. At the end of November, I voted to support the **Secure Refugee Process Act** because it makes our existing security screening process stronger and more rigorous while taking into account the fact that the U.S. has the strongest and most capable counterterrorism operations in the world. While adding another level of scrutiny, it will take 18-24 months before anyone is allowed into the U.S. The 18-24 month process is a reasonable period of time to effectively screen a refugee's application while ensuring we are able to maintain our responsibilities as part of an international coalition that has committed to providing refuge for the most vulnerable, especially women and children. In addition, the current resettlement application process already triggers an additional layer of security, known as the "Syria Enhanced Review".



I took an oath to protect Americans at home and abroad and to defend the Constitution against all enemies foreign and domestic. I will continue to work with my colleagues to stay vigilant and also work to address the root of the problem behind the flow of refugees: the threat of ISIS.

For more information about how my office can help you or for other questions, please visit my [website](#) or call my office at (303) 274-7944.

You can also track my latest news and activities by following me on Facebook ([Congressman Ed Perlmutter](#)) and Twitter ([@RepPerlmutter](#)). Hope to see you soon!



# City Development Report

November 2015

*The following list outlines projects that have hit one of six milestones in the development cycle during the prior month. The project names used in this report do not represent the official case name, but rather are edited to make them more descriptive for the purposes of this report.*

<b>Submitted for Development Review</b>	<b>Approximate Location or Address</b>
AP Caissons – 5,000 s.f. building & truck maintenance facility	10020 Havana Street
Mid-West Truck Parts & Service – new maintenance facility	7790 East 88th Avenue
<b>Development Plan Approved</b>	<b>Approximate Location or Address</b>
N/A	
<b>Grading Permit Issued</b>	<b>Approximate Location or Address</b>
Wendy's Restaurant	6001 Dexter Street
<b>Submitted for Building Review</b>	<b>Approximate Location or Address</b>
Adcom Public Facilities Leasing – 2351 s.f. office tenant finish	7321 Birch Street
Mederios – 8000 s.f. new metal commercial building	10412 Heinze Way
Gray Fox Investments – 6252 s.f. interior finish marijuana facility	9690 Dallas Street
Canopy Parking – 633 s.f. office addition	8100 Tower Road
AP Mountain States – 480 s.f. interior remodel	5801 Brighton Boulevard
Celadon Trucking – 7160 s.f. office remodel	9801 East 102nd Avenue
Behnam Bakhtiary – 1250 s.f. tenant finish retail marijuana	5433 Quebec Street
Mo Safi – 9636 s.f. marijuana grow facility & dispensary	5275 Quebec Street #105
Vasquez Land Associates – 6800 s.f. marijuana operation	5305 Vasquez Boulevard
<b>Building Permit Issued</b>	<b>Approximate Location or Address</b>
South Adams County Fire Protection District - 9386 s.f. fire station	8600 Rosemary Street
Evergreen Industrial Ltd - 45,981 s.f. interior finish - warehouse	6120 East 58th Avenue
North Forest Office – 1364 s.f. tenant finish	13611 East 104th Ave #100
North Forest Office – 1364 s.f. tenant finish	13611 East 104th Ave #200
<b>Temporary Certificates of Occupancy Issued</b>	<b>Approximate Location or Address</b>
UPS – 8911 s.f. modular distribution center & new pavement	5020 Ivy Street
<b>Certificates of Occupancy Issued</b>	<b>Approximate Location or Address</b>
N/A	

*Please keep in mind that receipt of permit or submission for review is not a guarantee that a project will be built. There are numerous reasons, unrelated to the city process, for a project to be delayed or canceled.*

*Please see definitions on following page.*

# DEFINITIONS

## **Development Plan Approval:**

Development approval usually is an administrative review of a development plan that covers the final details for site design, landscaping, architecture, and public improvements to ensure compliance with the development and design standards and provisions of the city's Land Development Code. A development plan should provide the character and layout of the lot or lots including the exact location; the use of each building and area; architectural elevations of buildings indicating height, materials, and color; detailed landscape plan; streets, curb cuts, lighting; utilities, drainage, and other easements.

## **Building Permit:**

A building permit is the formal approval of building plans by Commerce City's building and safety division indicating they meet the requirements of prescribed codes. It is an authorization to proceed with the construction or reconfiguration of a specific structure at a particular site, in accordance with the approved drawings and specifications.

## **Certificate of Occupancy (CO)/Temporary Certificate of Occupancy (TCO):**

A Certificate of Occupancy (CO) is a document issued by Commerce City's Building & Safety Division certifying a building's compliance with applicable building codes and other laws, and indicating it to be in a condition suitable for occupancy. This certificate is necessary to be able to occupy the structure for everyday use.

A Temporary Certificate of Occupancy (TCO) grants the same rights as a certificate of occupancy, however, it is only for a temporary period of time. Temporary certificate of occupancies are generally sought after and acquired when a building is still under minor construction, but there are certain areas that are deemed to be habitable, and, upon issuance of TCO, can legally be occupied or sold.

## **Grading Permit:**

A grading permit is required for any excavation, fill, or other earthwork, unless the project is exempted by the Land Development Code. A grading permit may or may not be a precursor to additional construction activity.

City Council Work Schedule				
Date	Item	Description	Dept.	Time
<b>December 21, 2015</b>				
<b>REGULAR</b>		Call to Order; Pledge; Audience Intro; Citizen Comm; <b>Minutes</b> ; Reports		1:00
<b>PROC &amp; RECOGNITION</b>				
<b>CONSENT</b>	Res 2015-121	Approval of IGA with Forest City and City & County of Denver for Central Park Blvd Construction	PW	<b>0:05</b>
	Res 2015-130	RESOLUTION AUTHORIZING CONDITIONAL SALE AGREEMENT FOR PURCHASE OF GOLF CARTS	PR&G	n/a
<b>PUB HEARING</b>	CU-109-15	USA Enterprises, LLC; CUP for a salvage yard; 5255 East 48th Avenue (to be continued)	CD	0:05
	CU-108-15	CU-108-15: RCI Investments, LL; Conditional Use Permit for metal recycling facility; 9985 E 104th Ave.	CD	0:30
<b>RESOLUTION</b>	Res 2015-116	S-629-15: RCI Investments, LL; Consolidation Plat; 9985 E 104th Ave.	CD	0:15
<b>ORD 1ST READING</b>	Ord 2068	LDC Amendments for Telecommunication Structures (2nd reading Jan 4 - <b>Fast Tracked</b> )	CD	0:15
	Ord 2073	LDC Amendments - Shared Driveways (2nd reading Jan 4 - <b>Fast Tracked</b> )	CD	0:15
<b>PRESENTATION</b>	15-518	Senior Advisory Committee Bi-Annual Presentation	PR&G	0:20
<b>ADMIN BUSINESS</b>				0:15
	15-87	Committee Appointments		0:25
		<b>Total Meeting Time</b>		<b>3:25</b>
<b>December 21, 2015</b>				
<b>URA</b>		Call to Order		
<b>MINUTES</b>	Min URA 2015-08	Meeting of September 21, 2015	CC	0:05
<b>EXECUTIVE SESSION</b>	15-85	Executive session pursuant to C.R.S. 24-6-402(4)(e) for the purpose of developing strategy for negotiations and instructing negotiators concerning the Mile High Greyhound Park Master Development Agreement	CD	1:00
		<b>Total Meeting Time</b>		<b>1:05</b>
<b>December 28, 2015</b>				
<b>CANCELLED</b>				
<b>January 4, 2016</b>				
<b>REGULAR</b>		Call to Order; Pledge; Audience Intro; Citizen Comm; Minutes; Reports		1:00
<b>EXECUTIVE SESSION</b>	16-02		CD	1:00
<b>PROC &amp; RECOGNITION</b>				
<b>CONSENT</b>	Ord 2068	LDC Amendments for Telecommunication Structures (1st reading Dec 21 - <b>Fast Tracked</b> )	CD	<b>0:05</b>
	Ord 2073	LDC Amendments - Shared Driveways (1st reading Dec 21 - <b>Fast Tracked</b> )	CD	n/a
	Ord 2074	Grant Recognition - GOCO Inspire Initiative - \$100,000 (1st reading Dec 7)	FD	n/a
	Ord 2075	Grant Recognition - Commerce City Neighborhood Parks - \$300,000 (1st reading Dec 7)	FD	n/a
	Ord 2076	Grant Recognition - Sand Creek Open Space Remediation - \$450,000 (1st reading Dec 7)	FD	n/a
	Res 2016-01	Resolution approving ED Incentives	ED	n/a
	Res 2016-10	70th & Colorado ROW Condemnation Resolution	PW	n/a
	Res 2016-11	Highway 2 ROW Condemnation Resolution	PW	n/a
<b>PUB HEARING</b>				
<b>RESOLUTION</b>	Res 2016-08	Resolution to Terminate CDBG IGA with Adams County	FD	0:05
<b>ORD 1ST READING</b>				
<b>PRESENTATION</b>				
<b>ADMIN BUSINESS</b>				0:15
		<b>Total Meeting Time</b>		<b>2:25</b>

City Council Work Schedule				
Date	Item	Description	Dept.	Time
<b>January 4, 2016</b>				
<b>NIGID MEETING</b>		Reports	CMO	0:15
<b>PRESENTATION</b>	Pres 16-26	Amendment to SDM Contract	CD	
		<b>Total Meeting Time</b>		<b>0:15</b>
<b>January 11, 2016</b>				
<b>STUDY SESSION</b>		Reports	CMO	0:15
<b>DISCUSSION</b>	Pres 16-12	Update on the Adams County Youth Initiative	COMM	0:25
	Pres 16-01	City Council Winter Retreat pre-planning	CMO	1:30
	Pres 16-32	Highway 2 Value Engineering Results Review and Discussion	PW	0:30
		<b>Total Meeting Time</b>		<b>2:40</b>
<b>January 18, 2016</b>				
<b>HOLIDAY - NO MEETING</b>				
<b>January 25, 2016</b>				
<b>STUDY SESSION</b>		Reports	CMO	0:15
<b>DISCUSSION</b>	Pres 16-02	New Rec Center Infrastructure Design Update	CMO	1:00
	Pres 16-05	Backyard Chicken Update	CD	0:45
	Pres 16-06	Derby Yearly Update	CD	0:45
	Pres 16-07	LDC Housekeeping Amendments	CD	
		<b>Total Meeting Time</b>		<b>2:45</b>
<b>February 1, 2016</b>				
<b>REGULAR</b>		Call to Order; Pledge; Audience Intro; Citizen Comm; Minutes; Reports		1:00
<b>EXECUTIVE SESSION</b>	16-03	An executive session pursuant to C.R.S. 24-6-402(4)(e) for the purpose of instructing negotiators regarding DIA noise mitigation property acquisition	CD	0:45
<b>PROC &amp; RECOGNITION</b>	Rec 16-01	Recognition of citizen commendations from Commerce City Police Department	PD	0:20
<b>CONSENT</b>	Res 2016-07	Award of Contract: Network & VoIP Upgrade	IT	<b>0:05</b>
<b>PUB HEARING</b>	CU-109-16	USA Enterprises, LLC; CUP for a salvage yard; 5255 East 48th Avenue	CD	0:05
<b>RESOLUTION</b>				
<b>ORD 1ST READING</b>				
<b>PRESENTATION</b>	Pres 16-08	Capital Program Update	CMO	0:30
	Pres 16-09	2015 4th Quarter Work Plan Update	CMO	0:30
<b>ADMIN BUSINESS</b>				0:15
		<b>Total Meeting Time</b>		<b>3:30</b>
<b>February 1, 2015</b>				
<b>URA</b>		Call to Order		0:05
<b>RESOLUTION</b>	Res URA 2016-01	Adoption of the MHGP MDA	CD	
<b>EXECUTIVE SESSION</b>	16-06	Executive session pursuant to C.R.S. 24-6-402(4)(e) for the purpose of developing strategy for negotiations and instructing negotiators concerning the Mile High Greyhound Park Master Development Agreement	CD	
		<b>Total Meeting Time</b>		<b>0:05</b>
<b>February 8, 2016</b>				
<b>STUDY SESSION</b>		Reports	CMO	0:15
<b>DISCUSSION</b>				
		<b>Total Meeting Time</b>		<b>0:15</b>
<b>February 15, 2016</b>				
<b>HOLIDAY - NO MEETING</b>				
<b>February 22, 2016</b>				
<b>STUDY SESSION</b>		Reports	CMO	0:15
<b>DISCUSSION</b>				
		<b>Total Meeting Time</b>		<b>0:15</b>