



FROM THE CITY MANAGER'S OFFICE

For the week of July 18, 2016

Inside the city

Information on latest happenings, items of interest.

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

Council follow-up

Resolution of action items or requests from previous meetings.

Mayor Ford requested staff meet with Danny Thomas regarding easement request and documents. Interim Deputy City Manager Tinklenberg and Director of Public Works D'Andrea met with Mr. and Mrs. Thomas to communicate that additional design refinements moved the control box to a different location and the city no longer needs their property.

Councilman Douglas reported a drinking fountain at Fairfax Park was inoperable. The fountain was repaired.

City Council voiced complaints about port-o-let servicing at Freedom Park occurring too early and disturbing adjacent homes.

Parks, Recreation & Golf Department staff contacted the vendor and instructed them not to service units prior to 7 a.m.

Mayor Ford requested an update on the Irondale neighborhood plan.

Staff expects to kick-off the project this quarter, formulating a scope of work, identifying plan elements, and evaluating whether consultant support is needed. Study sessions will be held with City Council to provide input beginning Q4 2016.

City Council asked staff to investigate the need for additional erosion and dust control on several large dirt mounds in the north Reunion area.

Shea Homes has one permit issued for stockpiling dirt at the southwest corner of E. 112th Avenue and Parkside Drive. Richmond Homes is using the permit for home construction in Reunion Filing 23. The stockpile site is in conformance with the grading permit and has the appropriate erosion control measures in place such as silt fence, vehicle tracking control and inlet protection. All active grading sites are required to have a water truck on-site to control wind erosion and dust. Staff has asked Richmond to control the dust more regularly and will monitor the area to ensure conformance.

Councilman Douglas inquired about signalization of 104th Avenue & Peoria Parkway intersection

Information about the intersection was included in the [June 27 City Manager's Update](#). It is unlikely that the intersection would meet warrants for signalization. As traffic volumes increase and the adjacent areas develop, this intersection likely would require a traffic signal. However, staff will complete a signal warrant study if requested by Council.



FROM THE CITY MANAGER'S OFFICE

For the week of July 18, 2016

City Council asked staff to investigate the needed roadway repairs at 120th Avenue and Brighton Road.

Adams County maintains 120th Avenue from Brighton Road to E. 120th Parkway consistent with a December 2011 intergovernmental agreement. City staff contacted Adams County to repair the concrete panel in the intersection's auxiliary lane.

City Council asked staff to investigate possible repairs to two settlement areas – Quebec Parkway at 64th Avenue and Highway 2 north of Quebec Parkway – where the asphalt meets concrete pavement.

Staff evaluated both areas and will repair them within the next several weeks.

Mayor Ford requested an update on criminal activity in River Run subdivision.

Please see attached memo.

Capital Improvement Program Update

Attached please find the final executive summary for June 2016.

City Council Work Schedule

Attached please find the current city council meeting schedule.



FROM THE CITY MANAGER'S OFFICE

For the week of July 18, 2016

City Council asked staff to investigate the needed roadway repairs at 120th Avenue and Brighton Road.

Adams County maintains 120th Avenue from Brighton Road to E. 120th Parkway consistent with a December 2011 intergovernmental agreement. City staff contacted Adams County to repair the concrete panel in the intersection's auxiliary lane.

City Council asked staff to investigate possible repairs to two settlement areas – Quebec Parkway at 64th Avenue and Highway 2 north of Quebec Parkway – where the asphalt meets concrete pavement.

Staff evaluated both areas and will repair them within the next several weeks.

Mayor Ford requested an update on criminal activity in River Run subdivision.

Please see attached memo.

Capital Improvement Program Update

Attached please find the final executive summary for June 2016.

City Council Work Schedule

Attached please find the current city council meeting schedule.

MEMO

To: Brian McBroom, City Manager
Cc: Troy Smith, I/Deputy City Manager
From: Lowell Richardson, I/Chief of Police
Subject: River Run Update
Date: July 14, 2016

River Run

We ran a series of incident queries for this neighborhood using a four year comparison to the 1st and 2nd quarters respectively. What the data revealed is an increase of activity in the River Run subdivision in the following areas:

Reporting Period 2013-2016 1st and 2nd Quarter Comparison

- CFS (Calls for Service) are up 64%
- OSA (On Site Actions) are up 74%
- Burglaries are up 50%
- Vehicle Trespasses are up 58%
- Enforcement
 - Arrests are static +/- 2%
 - Traffic Citations are up 80%

Since 2013 the department has attempted to initiate a series of strategies designed to engage the community and improve delivery of services. As part of our messaging we have consistently communicated to the general public through various mediums to call the police if they have questions, if they perceive suspicious activity in their neighborhood and to report any criminal activity. A bi-product of this community policing initiative is increased reported crimes, traffic issues, noise complaints and other quality of life issues occurring within a given neighborhood. It is our initial assessment the increase in calls for service, reported crimes and

MEMO CONTINUED

other activities is based on our success with community engagement. However, this information suggests a greater level of consistent presence within this neighborhood is required, a comprehensive analysis of criminal activity is warranted and we need to develop a comprehensive community engagement strategy. In doing so we can improve our quality of policing service and potentially impact the effects of crime in this neighborhood. It should be noted we have in fact increased self-initiated activity (making a presence) within

Recommendations

Current

- Neighborhood Mediation
- Extra patrols
- Bike patrols
- Community meetings

Next steps

- Staffing permitted deploy unmarked patrol units into the neighborhood
- Provide analysis to establish alternative scheduling and deployment of patrol units
- Complete trend analysis of crime activity to identify crime patterns in the neighborhood



City of Commerce City

2K Bond Program

Monthly Executive Summary – June 2016

2K Revenue and Expenses



Bond Proceeds

Total Bond Limit: \$166,000,000
Current 2K Budget: \$137,035,000
First Bond Issuance - 2014: \$78,000,000
Other Funding: \$6,864,655
Expenditure to date: \$23,511,534

2016 Gross Revenue



Project Budgets, Commitments and Expenditures

Projects	2K Budget	Other Funds	Total Budget	Committed	% Commit	Expended	% Exp
Program Level Budgets	1,026,170		1,026,170		0.00%		0.00%
New Recreation Center							
•New Recreation Center	45,327,651		45,327,651	1,934,938	4.27%	460,008	1.01%
•Site & Roadway Infrastructure	15,691,525	5,846,374	21,537,899	3,150,517	14.63%	1,919,856	8.91%
Existing Recreation Center Expansion	6,702,432		6,702,432	163,103	2.43%	163,103	2.43%
•Outdoor Pool at Pioneer Park	8,743,852	518,281	9,262,133	9,181,867	99.13%	9,181,867	99.13%
3 New Neighborhood Parks							
*Fronterra Neighborhood Park	3,408,131	200,000	3,608,131	3,595,765	99.66%	3,578,527	99.18%
*Turnberry Neighborhood Park	2,551,395	150,000	2,701,395	2,513,821	93.06%	1,924,311	71.23%
*Villages at Buffalo Run East Neighborhood Park	2,412,835	150,000	2,562,835	1,907,236	74.42%	1,102,569	43.02%
•Tower Road Widening	51,171,009		51,171,009	30,188,408	59.00%	5,181,293	10.13%
Total	137,035,000	6,864,655	143,899,655	52,635,655	36.58%	23,511,534	16.34%

Project Status

Project Name	Phase 1	Phase 2	Phase 3	Phase 4	Phase 5	Phase 6	Phase 7
	Planning	Pre-Design & RFP	Design	Const. Bid & Award	Construction	Acceptance	Closeout
New Rec Center Site & Roadway Infrastructure							
New Recreation Center							
Existing Recreation Center Expansion							
Outdoor Pool at Pioneer Park							
Fronterra Neighborhood Park							
Turnberry Neighborhood Park							
Villages at Buffalo Run East Neighborhood Park							
Tower Road Widening							

Phase completed
 Phase in progress
 Phase started this month
 ★ Open for community use

Project Phase Highlights

New Recreation Center & Infrastructure

- Continued Design Development for the building
- Issued 90% plans for first infrastructure package

Existing Recreation Center Expansion

- Will conduct a facility condition assessment prior to renovation design
- Plan to issue design RFP Q3 2016

Outdoor Pool at Pioneer Park

- Complete

3 New Neighborhood Parks

Fronterra Park

- Complete

Turnberry Park

- Hardscaping substantially complete
- Beginning work on landscaping activities

Villages at Buffalo Run East Park

- Continuing work on utilities, flatwork, irrigation, restroom and ball field

Tower Road Widening

- Contractor issued notice to proceed
- Started mobilization and undergrounding electrical lines



City of Commerce City

2K Bond Program

Report Description



Report Number 0101 - Monthly Executive Summary

Issued on the third Monday of the month with status through the end of the previous month (unless otherwise stated)

2K Revenue and Expenses

- Revenue includes the 1% sales and use tax as well as revenue from 2K facilities such as Paradise Island Pool
- Expenses include bond debt payments, program management and operation and maintenance of 2K facilities
- The numbers represented are 2014 actuals, and 2015 unaudited actuals. Numbers for 2016 are forecasted.

Year to Date Gross Revenue

- Revenue reporting can lag between 2 to 3 months. The status date for revenue is as noted.

Bond Proceeds

- Total Bond Limit – total amount of debt authorized through the 2K bond measure
- Current 2K Budget – budget established to deliver the first five 2K projects
- First Bond Issuance – first sale of bonds to fund the program, a total of two bond issuances is expected
- Other Funding – Other funding sources applied to 2K projects, this has primarily been in the form of grants
- Expenditure to date – Project expenditures against the bond funding. Expenditures are as current as possible through the reporting period, however some expenditures may lag due to invoice cycles

Project Status

- Matrix of projects and phases for the Capital Infrastructure Projects Program. Gives a quick indicator of what phase a project is in by the color of the box. Gray is a completed phase, blue is a phase in progress, green is a phase started in the current reporting period.

Budgets, Commitments and Expenditures

- 2K Budget - Program and Project budgets were finalized with establishment of the Program Measurement Baseline on September 26, 2014, project budgets can be updated through a formal change management process
- Other Funds – Amount of any other funding associated with a project such as grants
- Total Budget – Total of 2K budget plus any other funding for the project
- Committed – The sum of outstanding contracts, purchase orders and actual costs incurred on the project
- % Committed - Committed dollar amount divided by total budget
- Expended - Actual costs incurred on the project
- % Expended - Expended dollar amount divided by total budget

Project Phase Highlights

- A brief list of recently completed activities and upcoming events for each active project

City Council Work Schedule				
Date	Item	Description	Dept.	Time
July 18, 2016		Call to Order; Pledge; Audience Intro; Citizen Comm; Minutes ; Reports		1:00
REGULAR				
EXECUTIVE SESSION	16-36	An executive pursuant to CRS 24-6-402(4)(b) and (e) for the purpose of receiving legal advice concerning potential litigation and to provide instructions to negotiators relative to potential litigation	CMO	0:30
CONSENT	Res 2016-64	A resolution codifying the City of Commerce City's Healthy Eating and Active Living (HEAL) committee	CMO	0:05
	Res 2016-74	Historical Society Lease Agreement Amendment	CD	n/a
	Res 2016-81	Award of Contract for Slurry Seal	PW	n/a
	Res 2016-89	RESOLUTION APPROVING CONVEYANCE OF CITY PROPERTY TO BRIGHTON SCHOOL DISTRICT 27J	CD	n/a
	Res 2016-91	Resolution appointing Kendra Carberry as alternate for the Marijuana Licensing and Liquor Authority	CA	n/a
	Res 2016-92	RESOLUTION APPROVING AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT FOR ENGINEERING SERVICES	PW	n/a
	Res 2016-93	RESOLUTION APPROVING AMENDMENT TO LEASE AGREEMENT FOR THE COMMERCE CITY HERITAGE AND CULTURAL CENTER	CD	n/a
	Ord 2103	AN ORDINANCE AMENDING THE 2016 BUDGET OF THE CITY OF COMMERCE CITY, COLORADO BY THE RECOGNITION OF THE ADAMS COUNTY OPEN SPACE GRANT FUNDS IN THE AMOUNT OF \$90,000 FOR THE ACQUISITION OF A RESIDENTIAL LOT LOCATED AT 6023 FOREST (1st reading June 20)	PR&G	n/a
ORD 1ST READING	Ord 2104	Grant Recognition - POST Training - \$15,000 (2nd reading Aug 15)	FD	0:05
	Ord 2105	Grant Recognition - CDOT DUI - \$28,000 (2nd reading Aug 15)	FD	0:05
	Ord 2106	Grant Recognition - TGYS - \$79,119 (2nd reading Aug 15)	FD	0:05
PRESENTATION	Pres 16-444	Adelante Community Development Update	CMO	0:15
	Pres 16-370	Marijuana Licensing Update	CC	0:20
	Pres 16-406	CDBG Consolidated Plan Draft Update	CD	0:15
	Pres 16-434	Police Department Update	PD	0:45
ADMIN BUSINESS				0:15
			Total Meeting Time	3:40
July 25, 2016		Reports	CMO	0:15
STUDY SESSION				
DISCUSSION	Pres 16-421	Municipal Court mid-year update	FD	0:30
	Pres 16-376	Presentation of the 2015 Comprehensive Annual Financial Report (CAFR)	FD	0:30
	Pres 16-367	New Recreation Center Design Development Wrap-up	CMO	1:00
	Pres 16-193	Preliminary Budget Session: Overview, Revenue & CIPP Discussion	FD	0:30
	Pres 16-317	Overview of Bond Issuance Process	FD	0:20
			Total Meeting Time	3:05

City Council Work Schedule				
Date	Item	Description	Dept.	Time
August 1, 2016		Call to Order; Pledge; Audience Intro; Citizen Comm; Minutes; Reports		1:00
REGULAR				
EXECUTIVE SESSION	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	0:30
PROC & RECOGNITION	Proc 16-17	Proclamation declaring August 15 - 19, 2016, as Safety Net Clinic Week	COMM	0:05
	Proc 16-16	Proclamation declaring August as Commerce City Employee Appreciation Month	HR	0:10
CONSENT	Res 2016-28	Contract Award Chambers Multi-use Trail and Bridge	PW	0:05
	Res 2016-33	Approval of Contract for Construction of Highway 2	PW	n/a
	Res 2016-57	Resolution approving settlement of Hammer Litigation	CA	n/a
	Res 2016-73	Easement Agreement with the South Adams County Water and Sanitation District; 96th Avenue	PW	n/a
	Res 2016-86	Award of Contract for Mill and Overlay	PW	n/a
	Res 2016-87	South Adams County Water and Sanitation District Payback Agreement for Tower Road	PW	n/a
	Res 2016-88	South Adams County Water and Sanitation District Payback Agreement for Highway 2	PW	n/a
PUB HEARING	Res 2016-80	Approval of CDBG Consolidated Plan	CD	0:45
RESOLUTION	Res 2016-82	Resolution setting public hearing date for AN-237-16	CD	0:05
	Res 2016-83	Resolution setting public hearing date for AN-238-16	CD	0:05
ORD 1ST READING	Ord 2110	Ice Cream Vendors (2nd reading Sept 19)	PD	0:20
	Ord 2109	AN ORDINANCE AUTHORIZING THE ISSUANCE BY THE CITY OF COMMERCE CITY, COLORADO OF ITS SALES AND USE TAX REVENUE BONDS, SERIES 2016; AND PROVIDING OTHER DETAILS IN CONNECTION THEREWITH TO BE FAST-TRACKED (2nd reading Aug 15)	FD	0:10
PRESENTATION	Pres 16-431	Service Dogs and the Americans with Disabilities Act	COMM	0:45
	Pres 16-97	Capital Program Update	CMO	0:25
	Pres 16-98	2016 1st Quarter Work Plan Update	CMO	0:15
ADMIN BUSINESS				0:15
			Total Meeting Time	4:55
August 8, 2016		Reports	CMO	0:15
STUDY SESSION				
DISCUSSION	Pres 16-194	Budget Presentation - City Manager's Recommendations	FD	0:30
	Pres 16-195	Budget Presentations: CMO, CD, IT, Legal, PW, FD	FD	2:00
	Pres 16-196	Budget Presentations: PR/GOLF, HR, PD, CIPP Discussion	FD	2:00
			Total Meeting Time	4:45
August 15, 2016		Call to Order; Pledge; Audience Intro; Citizen Comm; Minutes; Reports		1:00
REGULAR				
PROC & RECOGNITION				
CONSENT	Res 2016-34	Approval of Contract for East 72nd Avenue (SRTS)	PW	0:05
	Ord 2104	Grant Recognition - POST Training - \$15,000 (1st reading July 18)	FD	n/a
	Ord 2105	Grant Recognition - CDOT DUI - \$28,000 (1st reading July 18)	FD	n/a
	Ord 2106	Grant Recognition - TGYS - \$79,119 (1st reading July 18)	FD	n/a
	Ord 2109	AN ORDINANCE AUTHORIZING THE ISSUANCE BY THE CITY OF COMMERCE CITY, COLORADO OF ITS SALES AND USE TAX REVENUE BONDS, SERIES 2016; AND PROVIDING OTHER DETAILS IN CONNECTION THEREWITH (1st reading Aug 1) FAST TRACKED	FD	n/a
PUB HEARING	Z-937-16	Nuanes/King LLC, Rezone a portion of the property at 6601 Colorado Blvd from AG to I-1.	CD	0:15
	Res S-662-16	Crown Enterprises Inc, Aberdeen South Subdivision Replat, Newark St., South of 104th Ave., & West of Hwy 2.	CD	0:05
	Res D-305-16	Crown Enterprises Inc., Approval of Development Plan at the property located nn Newark St., South of 104th Ave., & West of Hwy 2.	CD	0:10
RESOLUTION				
ORD 1ST READING				
PRESENTATION	Pres 16-43	2016 HEAL Workplan	COMM	0:45
	Pres 16-429	Rocky Mountain Arsenal National Wildlife Refuge Five Year Review	COMM	1:00
ADMIN BUSINESS				0:15
EXECUTIVE SESSION	16-38	Review City Attorney Applications	HR	2:00
			Total Meeting Time	5:35
August 15, 2016		Call to Order/Roll Call		0:05
ECAGID				
RESOLUTION	Res ECAGID 09-16	Inclusion of two parcels into the ECAGID as part of the DIATC Development	CD	
			Total Meeting Time	0:05

City Council Work Schedule				
Date	Item	Description	Dept.	Time
August 22, 2016		3:00 PM Start Time		
STUDY SESSION				
DISCUSSION	Pres 16-197	Budget Presentation - City Manager's Proposals	FD	6:00
		Total Meeting Time		6:00

City Council Work Schedule				
Date	Item	Description	Dept.	Time
September 5, 2016		HOLIDAY - NO MEETING		
September 12, 2016		Reports	CMO	0:15
STUDY SESSION				
DISCUSSION	Pres 16-371	Board & Commission Program Update	CC	0:20
		Total Meeting Time		0:35
September 19, 2016		Call to Order; Pledge; Audience Intro; Citizen Comm; Minutes; Reports		1:00
REGULAR				
PROC & RECOGNITION				
CONSENT	Ord 2110	Ice Cream Vendors (2nd reading Aug 1)	PD	0:05
PUB HEARING	Z-934-16	The City of Commerce City is requesting to rezone from Adams County A-3 to Commerce City Public for the property located north of E. 112th Avenue between Potomac Street and Chambers Road (PIN: 172306000013 and PIN 172306200001) (2nd reading October 17)	CD	0:15
RESOLUTION	Res 2016-84	Resolution making findings of fact for AN-237-16	CD	0:05
	Res 2016-85	Resolution making findings of fact for AN-238-16	CD	0:05
ORD 1ST READING	Ord 2108	LDC Amendments - Updating Park Fee (2nd reading Oct 17)	CD	0:15
PRESENTATION				
ADMIN BUSINESS				0:15
		Total Meeting Time		2:00
September 26, 2016		Reports	CMO	0:15
STUDY SESSION				
DISCUSSION	Pres 16-399	Snow and Ice Control Presentation	PW	0:30
	Pres 16-419	Building Permit Process Review	CD	0:30
	Pres 16-432	Food Truck Changes	CD	0:20
		Total Meeting Time		1:35
October 3, 2016		Call to Order; Pledge; Audience Intro; Citizen Comm; Minutes; Reports		1:00
REGULAR				
PROC & RECOGNITION				
CONSENT				0:05
PUB HEARING				
RESOLUTION				
ORD 1ST READING				
PRESENTATION				
ADMIN BUSINESS				0:15
		Total Meeting Time		1:20
October 10, 2016		Reports	CMO	0:15
STUDY SESSION				
DISCUSSION	Pres 16-415	Traffic Signals 101	PW	0:30
		Total Meeting Time		0:45