



## FROM THE CITY MANAGER'S OFFICE

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For the week of August 15, 2016

### **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.

#### **Councilman Amador inquired who would lead the existing recreation center facility assessment**

The Farnsworth Group will be completing the facility assessment at the existing recreation center over the next ten weeks, focusing on the status of mechanical, electrical and plumbing equipment. A national company with four offices in Colorado, more information is available online at [www.f-w.com](http://www.f-w.com).

#### **Peoria Street Road Closure/Bridge Repair Update**

On June 21, 2016, Peoria Street/Peoria Parkway was closed to traffic between 112th Avenue and just north of 104th Avenue due to a significant roadway failure at the culvert that passes the Burlington Ditch underneath Peoria Street, just north of the 112th Avenue intersection.

It was determined the sheeting on the south abutment of the bridge failed and needed to be replaced. Staff received quotes from two contractors and contracted with one to complete the work. A structural engineer reviewed the situation and is in agreement with this approach. However, he noted that the sheeting on both sides of the bridge is failing so this will likely only be a temporary repair. It is anticipated the city will have to do more analysis and budget for a long-term repair, which would include replacing the sheeting on both sides of the canal or installing a cast-in-place concrete wall/abutment in the near future.

The contractor applied for a construction permit through FRICO since the work involves access to their ditch. FRICO stated in early July they would expedite the permit since this is an emergency repair. Then on July 12, the contractor was informed that to obtain the FRICO permit, the City would need to provide construction drawings, stamped by a professional engineer, showing the anticipated work. FRICO would then need to review the plans, which could take up to three weeks.

Stamped plans were submitted to FRICO on July 22. The contractor also was required to submit: a \$500 application fee, a \$5,000 engineer review fee, insurance documents, and a \$100,000 performance bond. The bond, insurance and fees were delivered to FRICO on August 2. On August 3, the contractor and City received an email from FRICO's engineer requesting additional information related to the plans including:

- Photos of ditch and existing bridge in this location
- Cross sections showing the ditch geometry relative to the bridge and road including survey showing elevations relative to the proposed bridge
- Hydraulic evaluation of bridge showing that it provides FRICO's required two feet of freeboard
- Design calculations

For more information, contact City Manager [Brian McBroom](#), or Interim Deputy City Managers [Troy Smith](#) and [Roger Tinklenberg](#).



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**For the week of August 15, 2016**

Staff has been in contact with Scott Edgar, FRICO's general manager, requesting relief from these requirements due to the emergency nature of the repair and knowing that we will be conducting additional analysis & design over the winter. He has indicated a willingness to resolve issues but not at the expense of their ability to run water. A meeting has been scheduled for August 23, (the first time FRICO has availability). Meanwhile, the City is working to respond to the additional requested items listed above. Since these involve collecting survey data at the site, it is uncertain how quickly something can be re-submitted to FRICO.

### **Summer trash and recycling postcard to be delivered this week**

As part of the city's overall communications plan to continue educating residents about the Waste Management trash and recycling program, another postcard mailer is being distributed to residents this week. The summer 2016 piece focuses on recycling education (to help the city reduce its recycling contamination rate), with a secondary message reminding residents that can lids must be closed in order to be serviced. This is the second in a series of three city-produced mailings following Waste Management's annual service guide to reinforce key messages about the program on a quarterly basis. This is a new element to the city's trash and recycling communications plan, based on council feedback and lessons learned from the first year of implementation. More information about the city's trash and recycling program is available at [c3gov.com/trash](http://c3gov.com/trash).

### **Capital Improvement Program Update**

Attached please find the final executive summary for July 2016.

### **City Council Work Schedule**

Attached please find the current city council meeting schedule.

# Recycling: Keep It Simple

Follow these simple guidelines to keep Commerce City clean AND green.



**Recycle empty bottles, cans and paper.** Look for the recycling symbol with the numbers 1-7 on plastic containers. Cans, glass and paper of all sorts (including cardboard) can be recycled.



**Keep food waste and liquids out of your recycling.** Recyclables should be clean and empty – food scraps and liquids can contaminate an entire load. Greasy pizza boxes and food-soiled containers go in the trash.



**No plastic bags in the recycling.** Plastic film (like bags and food wrap) gets caught in the equipment and can shut down a recycling plant. Plastic bags can be recycled at many grocery stores.

***\*Remember: don't bag your recyclables! Leave them loose in the bin.***

## Trash Tips: Don't overfill your can!

If the lid to your trash or recycling bin doesn't close completely, it may not be picked up. Overflow items placed beside or on top of the can will not be collected – all items must fit inside the can with the lid closed.



To learn more, visit [RecycleOftenRecycleRight.com](http://RecycleOftenRecycleRight.com) or [c3gov.com/trash](http://c3gov.com/trash).

# Unos simples pasos para el reciclado

Siga estos simples pasos para ayudar a mantener a Commerce City limpia Y verde.



**Recicle botellas vacías, latas y papel.** En los contenedores de plástico, busque el símbolo de reciclado con los números 1 al 7. Latas, vidrio y papel de cualquier clase (incluyendo cartones) pueden reciclarse.



**No incluya ni restos de comida ni líquidos entre los objetos a reciclar.** Los objetos a reciclar deben estar limpios y vacíos. Unos pocos restos de comida o de líquido pueden contaminar toda la carga. Las cajas de pizza grasosas o los envases con comida en descomposición deben arrojarse en los residuos.



**No coloque bolsas de plásticos en el contenedor de reciclado.** Las láminas de plástico (bolsas, envoltorio de alimentos) se pueden atascar en el equipo de reciclado y pueden obligar al cierre de la planta de reciclado. Usted puede reciclar las bolsas de plástico en la mayoría de los supermercados

***\*Recuerde: ¡No embolse los elementos a reciclar! Déjelos sueltos en el contenedor.***



## Consejos sobre residuos: ¡No llene su contenedor en exceso!

Si la tapa de su contenedor de residuos o del contenedor de reciclado no está completamente cerrada, quizá no sea recogido el contenedor. No se recogerán elementos colocados junto o arriba de los contenedores. Todos los elementos deben estar dentro del contenedor con la tapa cerrada.

Para más información, visite  
[RecycleOftenRecycleRight.com](http://RecycleOftenRecycleRight.com) o  
[c3gov.com/trash](http://c3gov.com/trash).



# City of Commerce City

## 2K Bond Program

### Monthly Executive Summary – July 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: \$24,709,501**

#### 2016 Gross Revenue



#### Project Budgets, Commitments and Expenditures

Projects	2K Budget	Other Funds	Total Budget	Committed	% Commit	Expended	% Exp
<b>Program Level Budgets</b>	1,026,170		1,026,170		0.00%		0.00%
<b>New Recreation Center</b>							
•New Recreation Center	45,327,651		45,327,651	1,934,938	4.27%	463,736	1.02%
•Site & Roadway Infrastructure	15,691,525	5,846,374	21,537,899	3,150,758	14.63%	2,095,954	9.73%
<b>Existing Recreation Center Expansion</b>	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	9,232,081	99.68%	9,232,081	99.68%
<b>3 New Neighborhood Parks</b>							
*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	2,524,139	93.44%	2,134,624	79.02%
*Villages at Buffalo Run East Neighborhood Park	2,412,835	150,000	2,562,835	2,336,074	91.15%	1,792,293	69.93%
<b>Tower Road Widening</b>	51,171,009		51,171,009	30,256,298	59.13%	5,249,183	10.26%
<b>Total</b>	<b>137,035,000</b>	<b>6,864,655</b>	<b>143,899,655</b>	<b>53,193,156</b>	<b>36.97%</b>	<b>24,709,501</b>	<b>17.17%</b>

#### 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

- Issued building Design Development package
- Issued IFC plans for infrastructure package A
- CM/GC GMP Contract approval August 22<sup>nd</sup>

##### Existing Recreation Center Expansion

- Conduct facility condition assessment in Q3
- Plan to issue design RFP early Q4 2016

##### Outdoor Pool at Pioneer Park

- Complete

##### 3 New Neighborhood Parks

###### Fronterra Park

- Complete

###### Turnberry Park

- Landscaping and sod installed
- Opening event August 15<sup>th</sup>

###### Villages at Buffalo Run East Park

- Installing landscaping
- Opening event early September

##### Tower Road Widening

- Constructing vehicle bypass at 2nd Creek
- Preparing for traffic detour at Segment 2 starting Sept 2<sup>nd</sup> lasting 2.5 – 3 months



# 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
<b>August 22, 2016</b>		3:00 PM Start Time		
<b>STUDY SESSION</b>				
<b>DISCUSSION</b>	Pres 16-197	Budget Presentation - City Manager's Proposals	FD	6:00
		<b>Total Meeting Time</b>		<b>6:00</b>
<b>August 22, 2016</b>				
<b>SPECIAL MEETING</b>				
<b>CONSENT</b>	Res 2016-33	Approval of Contract for Construction of Highway 2	PW	<b>0:05</b>
<b>RESOLUTION</b>	Res 2016-100	Award of GMP Construction Contract for the New Recreation Center Infrastructure Package A	CMO	0:30
		<b>Total Meeting Time</b>		<b>0:35</b>
<b>September 5, 2016</b>		<b>HOLIDAY - NO MEETING</b>		
<b>September 12, 2016</b>		Reports	CMO	0:15
<b>STUDY SESSION</b>				
<b>DISCUSSION</b>	Pres 16-371	Board & Commission Program Update	CC	0:20
	Pres 16-445	Sexual Assault Survey Program called You Have Options	PD	0:30
	Pres 16-453	Potential alcohol code changes	ED	0:40
		<b>Total Meeting Time</b>		<b>1:45</b>

City Council Work Schedule				
Date	Item	Description	Dept.	Time
September 19, 2016		Call to Order; Pledge; Audience Intro; Citizen Comm; Minutes; Reports		1:00
<b>REGULAR</b>				
<b>PROC &amp; RECOGNITION</b>				
<b>CONSENT</b>	Ord 2110	Ice Cream Vendors (1st reading Aug 1)	PD	0:05
	Ord 2112	Recognition of Rev/Exp from DIA Agreement (1st reading Aug 15)	FD	n/a
	Res 2016-73	Easement Agreement with the South Adams County Water and Sanitation District; 96th Avenue	PW	n/a
	Res 2016-88	South Adams County Water and Sanitation District Payback Agreement for Highway 2	PW	n/a
<b>PUB HEARING</b>	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
	Res 2016-94	D-305-16: Crown Enterprises Inc, Aberdeen South Subdivision Replat, Newark St., South of 104th Ave., & West of Hwy 2. (continued rom 8/15)	CD	0:05
	Res 2016-95	S-662-16: Crown Enterprises Inc., Approval of Development Plan at the property located nn Newark St., South of 104th Ave., & West of Hwy 2. (continued from 8/15)	CD	0:05
<b>RESOLUTION</b>	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
<b>ORD 1ST READING</b>	Ord 2108	LDC Amendments - Updating Park Fee (2nd reading Oct 17)	CD	0:15
	Ord 2111	Ordinance refunding bonds, series 2006 (2nd reading Oct 17)	FD	0:05
<b>PRESENTATION</b>				
<b>ADMIN BUSINESS</b>				0:15
		<b>Total Meeting Time</b>		<b>2:15</b>
September 19, 2016		Call to Order/Roll Call		0:05
<b>ECAGID</b>				
<b>RESOLUTION</b>	Res ECAGID 09-16	Inclusion of two parcels into the ECAGID as part of the DIATC Development	CD	0:05
		<b>Total Meeting Time</b>		<b>0:10</b>
September 19, 2016				
<b>URA</b>				
<b>EXECUTIVE SESSION</b>	16-39	An executive session (1) pursuant to C.R.S. 24-6-402(4)(b) for the purpose of receiving legal advice, and (2) pursuant to C.R.S. 24-6-402(4)(e) for the purpose of developing strategy for negotiations and instructing negotiators concerning Mile High Greyhound Park Development	CD	1:00
<b>DISCUSSION</b>	Pres 16-452	MHGP Update	CD	0:30
		<b>Total Meeting Time</b>		<b>1:30</b>
September 26, 2016		Reports	CMO	0:15
<b>STUDY SESSION</b>				
<b>DISCUSSION</b>	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
		<b>Total Meeting Time</b>		<b>1:35</b>
October 3, 2016		Call to Order; Pledge; Audience Intro; Citizen Comm; Minutes; Reports		1:00
<b>REGULAR</b>				
<b>PROC &amp; RECOGNITION</b>				
<b>CONSENT</b>				0:05
<b>PUB HEARING</b>				
<b>RESOLUTION</b>				
<b>ORD 1ST READING</b>				
<b>PRESENTATION</b>				
<b>ADMIN BUSINESS</b>				0:15
		<b>Total Meeting Time</b>		<b>1:20</b>

City Council Work Schedule				
Date	Item	Description	Dept.	Time
<b>October 10, 2016</b>		Reports	CMO	0:15
<b>STUDY SESSION</b>				
DISCUSSION	Pres 16-415	Traffic Signals 101	PW	0:30
		<b>Total Meeting Time</b>		<b>0:45</b>
<b>October 17, 2016</b>		Call to Order; Pledge; Audience Intro; Citizen Comm; Minutes; Reports		1:00
<b>REGULAR</b>				
PROC & RECOGNITION				
CONSENT	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) (1st reading September 19)	CD	<b>0:05</b>
	Ord 2108	LDC Amendments - Updating Park Fee (1st reading Sept 19)	CD	n/a
	Ord 2111	Ordinance refunding bonds, series 2006 (1st reading Sept 19)	FD	n/a
PUB HEARING	Res 2016-39	Open Public Hearing on 2017 Budget	FD	0:15
RESOLUTION				
ORD 1ST READING				
PRESENTATION				
ADMIN BUSINESS				0:15
		<b>Total Meeting Time</b>		<b>1:35</b>
<b>October 17, 2016</b>		Call to Order/Roll Call		0:05
<b>NIGID</b>				
PUB HEARING	Res NIGID 2016-06	Open Public Hearing on 2017 NIGID Budget	FD	0:15
		<b>Total Meeting Time</b>		<b>0:20</b>
<b>October 17, 2016</b>		Call to Order/Roll Call		0:05
<b>ECAGID</b>				
PUB HEARING	Res ECAGID 16-03	Open Public Hearing on 2017 ECAGID Budget	FD	0:15
		<b>Total Meeting Time</b>		<b>0:20</b>
<b>October 17, 2016</b>		Call to Order/Roll Call		0:05
<b>ERAGID</b>				
PUB HEARING	Res ERAGID 16-04	Open Public Hearing on 2017 ERAGID Budget	FD	0:15
		<b>Total Meeting Time</b>		<b>0:20</b>
<b>October 24, 2016</b>		Reports	CMO	0:15
<b>STUDY SESSION</b>				
DISCUSSION	Pres 16-181	Recreation Fees and Charges	PR&G	0:45
		<b>Total Meeting Time</b>		<b>1:00</b>