PARKER
COLORADO

TOWN COUNCIL STUDY SESSION AGENDA
December 9, 2019
5:30 PM

I. Town Council Items

II. Study Session Items

1. Roadway Memorial Policy - Williams - 15 minutes
2. Military Appreciation Banner Program - Waid - 15 minutes

MEMORANDUM

TO: Mayor and Town Council

FROM: Tom Williams, Director Eng/PW

DATE: December 9, 2019

SUBJECT: Roadway Memorial Policy

ISSUE:

The Town does not currently have a policy specifying the proper handling and disposal of roadway memorials placed within the Town's street right-of-way.

FISCAL/BUDGET IMPACT:

None. The Engineering/Public Works Department has funding for the memorial signage program.

BACKGROUND:

Roadway memorials are often placed at the sites of fatal accidents where family and friends can honor and remember lost loved ones. The Town of Parker understands the devastating impact and the need of family and friends to grieve for a lost loved one.

While the Town acknowledges the need for some to express themselves in this way, the placement of memorials within a public right-of-way can be a safety hazard. In balancing both the grieving process and the safety of the traveling public, the Town has established a formal memorial signage program (Resolution 15-88) several years ago. This program allows families to request the Town installation of a sign in remembrance of lost loved ones. However, the existing program does not have a policy regarding a correct or proper process for handling privately placed memorials in the Town's rights-of-way.

Staff has prepared a proposed policy entitled "Roadway Memorial Policy and Sign Program", which provides clear direction to staff and additional awareness related to roadway memorials. This proposed policy also includes information related to the Memorial Sign Program (previously adopted via Resolution 15-88) which is attached for Town Council review and consideration.

RECOMMENDATION:

Approve the proposed policy which provides staff with a process for handling Roadway Memorials.

REQUESTED DIRECTION:

Town Council direction on the proposed policy regarding roadway memorials and the associated adoption method.

ATTACHMENT:

1. Resolution 15-018 Roadside memorial sign
2. Town of Parker roadside Memorial sign application
3. Proposed Roadway Memorials Policy and Sign Program Nov2019

RESOLUTION NO. 15-018, Series of 2015

TITLE: A RESOLUTION TO ADOPT THE TOWN OF PARKER ROADSIDE MEMORIAL SIGNAGE PROGRAM

WHEREAS, in 1994 the Colorado General Assembly passed legislation to commemorate victims of DUI drivers;

WHEREAS, in 2004 the Colorado General Assembly passed legislation to commemorate fatal crash victims which were not related to alcohol or drugs;

WHEREAS, the signage programs adopted in 1994 and 2004 offer families of victims an additional opportunity to honor and remember their loved ones;

WHEREAS, these signage programs also serve as a stark reminder to motorists and their passengers of the responsibility shared by everyone to drive safely and sober;

WHEREAS, in 2005 the Town Council of the Town of Parker directed that Town staff consider a similar signage program, except that the duration of the signage installation in the field would be increased from six (6) to eight (8) years; and

WHEREAS, the Town Council desires to formalize the "Town of Parker Roadside Memorial Signage Program" by adopting this resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF PARKER, COLORADO, AS FOLLOWS:

Section 1. The Town Council hereby adopts the Town of Parker Roadside Memorial Signage Program and the program criteria, which is attached hereto and incorporated by this reference (the "Program").

Section 2. The Program applies to victims of DUI drivers and fatal crash victims which did not involve alcohol or drugs.

RESOLVED AND PASSED this _____ day of _____, 2015.

TOWN OF PARKER, COLORADO

_____
Mike Waid, Mayor

ATTEST:

_____
Carol Baumgartner, Town Clerk

TOWN OF PARKER
ROADSIDE MEMORIAL SIGNAGE PROGRAM CRITERIA

A sign must be requested by the victim's immediate family or sponsor with the consent of the victim's immediate family.

Signs may *only* be installed on Town roadways. Please note that Parker Road (State Highway 83) requests must go through CDOT.

Applicant shall pay the Town $100 to partially cover fabrication, installation, maintenance and removal costs which will be donated to the South Metro Safety Foundation. Up to three (3) names may be included on one sign with multiple victims. Payment is due after the Town approves the application.

The Town will fabricate, install and maintain the sign for eight (8) years from the date of initial installation. The Town will return the sign to the family after eight (8) years.

ADDITIONAL SPECIAL REQUIREMENTS FOR "DON'T DRINK AND DRIVE" SIGNS FOR FATAL ALCOHOL/DRUG (DUI) RELATED CRASHES

There must be a conviction of the driver involved in a fatal crash who was in violation of Colorado DUI laws, or a toxicology report must show the victim driver to have been in violation of Colorado's DUI laws **and** only with the permission of the crash victim's immediate family members.

Program information is available online at www.parkeronline.org *or* from the

Town of Parker
Public Works Department
20120 E. Mainstreet
Parker, CO 80138

or by calling Town of Parker at (303) 840-9546

TOWN OF PARKER
ROADSIDE MEMORIAL SIGN APPLICATION **Please print information**

Name of person or group applying for sign:	Daytime phone number:	E-mail address:

Mailing address:	City:	State:	Zip code:

Date of fatal crash:	Location of crash (Town roadway and nearest intersection, if known):

Victim's name(s) (as they should appear on the sign)	Victim's name(s) (as they appear on the accident report)
1_____	1_____
2_____	2_____
3_____	3_____

Investigating law enforcement agency:	Name of the driver on the accident report:

Roadside Memorial Sign message to be included on the sign (please choose one):

- o DON'T DRINK AND DRIVE (Note specific requirements above)
- o PLEASE DRIVE SAFELY (for any fatalities)
- o PLEASE RIDE SAFELY (for motorcycle/bicycle fatalities)
- o PLEASE BUCKLE UP (for fatalities where victim was not wearing a seat belt)

Preferred sign location (please choose one):

- o LOCATION AS SHOWN ON THE ACCIDENT REPORT (provided by Town)
- o LOCATION AS SHOWN ON THE ATTACHED SKETCH (provided by applicant)

Victim's immediate family signature(s):	Applicant signature:
Date:	Date:

NOTE: Applicant will be required to remit a check, payable to the Town of Parker in the amount of $100, once sign application is approved. Please keep the Town informed of any change of address.

TOWN OF PARKER

Roadway Memorials Policy and Sign Program

Roadway Memorials

Roadway memorials are often placed at the sites of fatal accidents where family and friends can honor and remember lost loved ones. The Town of Parker (Town) understands the devastating impact that loss of life from a traffic accident has on family and friends and the need to grieve for a lost loved one.

While the Town acknowledges the need for some to express themselves in this way, the placement of memorials within a public right-of-way can be a safety hazard. In balancing both the grieving process and the safety of the traveling public, the Town's policy regarding roadway memorials is as follows:

- Roadway memorials in the right-of-way are provided a ninety (90) day allowance period. After ninety (90) days, Town staff will provide notice for a fourteen (14) day period at the memorial site and/or through the victim's advocate, that it will need to be removed within ninety (90) days.
- If the memorial is not removed after ninety (90) days from the notice, Town staff will document and photograph the memorial location, then remove the memorial using the utmost respect.
- The notice will provide contact information for where memorial items can be picked up. Removed memorials will be stored for thirty (30) days at the Town of Parker Public Works Operation Center (PWOC), where the removed items can be picked up. After thirty (30) days of storage, the removed items will be discarded.
- In the event the memorial is assembled again, following initial removal, the memorial will be noticed and removed after fourteen (14) days.

Prohibitions

The Town reserves the right to remove memorials which it deems unsafe or in the interest of public health and wellbeing. Two (2) Town Engineering/Public Works Supervisors and/or Managers must agree and document that the memorial presents a safety hazard prior to removal. Memorials will be removed immediately if the memorial:

- Creates a visual obstruction for motorists
- Presents a roadside hazard to motorists
- Is permanently affixed or attached in a manner that interferes with travel on the roadway and/or sidewalk
- Generates litter or debris; or attracts nuisance animals.

Roadway Memorial Signage Program

The Town has a Roadway Memorial Signage Program that has been approved by Town Council via resolution (Resolution 15-018). The Town will fabricate, install and maintain the sign for a period of eight (8) years from the initial installation. The Town will return the sign to the family after the eight (8) year period.

The following Criteria must be met for the Roadway Memorial Signage Program:

- The sign must be requested by the victim's immediate family or sponsor with the consent of the victim's immediate family.
- Signs may only be installed on Town roadways.
- Applicant shall pay the Town $100 which will be donated to the South Metro Safety Foundation.
- Up to three (3) names may be included on one sign with multiple victims.
- Payment is due after the Town approves the application.
- The fatal accident must have occurred within the previous three (3) year period.

Roadway memorial signage can be requested at any time up to three (3) years following a fatal motor vehicle accident. If application is approved, the applicant will be informed in writing of the decision along with an invoice for the cost of the memorial.