



TOWN COUNCIL STUDY SESSION AGENDA
November 8, 2021
5:00 PM

I. Town Council Items

II. Study Session Items

1. Centennial Airport Community Noise Roundtable (CACNR) - Coudeyras/Pierce - 20 minutes
2. Facility Master Plan Update - Guest - StanTec/Gilbert - 45 minutes
3. Presentation of 2022 Media Plan - Glassburn - 20 minutes
4. IT Update - Lynch - 20 minutes
5. Review Future Council Agendas - Hoffmann - 30 minutes



MEMORANDUM

TO: Honorable Mayor and Members of Town Council
FROM: Jim Gilbert, Deputy Director of Operations
DATE: November 8, 2021
SUBJECT: Facility Master Plan Update

ISSUE:

Town Council approved a budget to perform a Facility Master Plan in 2021. This presentation provides Town Council with an update of the progress made on this project.

FISCAL/BUDGET IMPACT:

None at this time

BACKGROUND:

The Engineering and Public Works department engaged Stantec Inc. in 2021 to perform a Facility Master Plan of Town facilities. The scope of work focussed on the current maintenance assessments and space needs for the foreseeable future of Town operated facilities. Stantec and Town staff conducted facility assessments confirming the 10-year capital plan for ongoing maintenance needs; performed multiple department interviews to determine the future space needs at each operational facility; and identified a consensus of planned efforts to address the space needs at multiple facilities in the Town's portfolio.

In-depth information and presentation to be provided at the Study Session.

RECOMMENDATION:

None. For informational purposes only.

REQUESTED DIRECTION:

None - Informational purposes only

ATTACHMENT:

None



MEMORANDUM

TO: Honorable Mayor and Members of Town Council
FROM: Carrie Glassburn, Cultural Director
DATE: November 8, 2021
SUBJECT: Presentation of 2022 Media Plan and Contract

ISSUE:

At the November 15, 2021 Town Council meeting, Council will review a consent agenda item to approve a new Media and Marketing Agency Services contract with Lasso Digital, our Agency of Record, beginning in FY2022. In preparation for that meeting, the Cultural Department will share a brief overview of the paid media planned for 2022.

FISCAL/BUDGET IMPACT:

Not to exceed \$259,000 in 2022.

BACKGROUND:

In December 2021, the Cultural Department will complete its current contract with Lasso Digital (formerly Evolution Communications). After a competitive RFP process was conducted in the summer of 2021, Lasso has been awarded a new Media and Marketing Agency Services contract scheduled to begin in January 2022.

RECOMMENDATION:

None. For informational purposes only.

REQUESTED DIRECTION:

None

ATTACHMENT:

None



MEMORANDUM

TO: Honorable Mayor and Members of Town Council
FROM: Matt Lynch, Sr. Systems Administrator
DATE: November 8, 2021
SUBJECT: IT Update

ISSUE:

Briefly update Town Council in regards to IT initiatives and projects for 2022 and beyond.

FISCAL/BUDGET IMPACT:

none

BACKGROUND:

none

RECOMMENDATION:

none

REQUESTED DIRECTION:

The presentation is for informational purposes only.

ATTACHMENT:

None

TOWN OF PARKER COUNCIL AGENDA

November 15, 2021

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1. TOWN COUNCIL MEETING SCHEDULE

- A. 5:00 P.M. – Call to Order Town Council Meeting and Roll Call**
- B. Executive Session – Immediately following Call to Order/Roll Call – (See Attached)**
- C. Reconvene Town Council Meeting at 7:00 P.M. or as soon thereafter as the regular public meeting can be conducted.**

2. SPECIAL PRESENTATIONS

- **2021 Fall Police Department Citizens' Academy Participant Recognition**
- **2021 5A State Cross Country Champion - Tanner Brown**

- 3. PUBLIC COMMENTS (No action will be taken on these items.)** *Public Comment is an opportunity for Town residents and other interested individuals to speak about items that are NOT on the agenda. This comment period is limited to 30 minutes total time, with each individual allowed a maximum of 3 minutes to speak. You must sign up ahead of time in order to comment, and that sign up begins 30 minutes before the start of the meeting. The Council will accommodate as many speakers as possible during this time—with preference to Town residents—but if public comment extends beyond the allotted 30 minutes, Town Council will continue the comment period at the end of the meeting, prior to adjourning for those who signed up before the meeting.*

4. **REPORTS, ITEMS AND COMMENTS FROM MAYOR AND COUNCIL**

5. **CONSENT AGENDA**

Consent Agenda Items are considered to be routine and will be enacted by one motion and vote. There will be no separate discussion of Consent Agenda Items unless Council votes to remove an item for individual discussion. Ordinances on the Consent Agenda are for introduction only and will not be removed for discussion.

A. *APPROVAL OF MINUTES - November 1, 2021*

B. *ORDINANCE NO. 3.01.126 - First Reading*

A Bill for an Ordinance to Amend Section 13.03.030 of the Parker Municipal Code concerning Planning Department Adjustments for Temporary Patios

Department: Town Attorney, Jim Maloney

Second Reading: December 6, 2021

C. *KIME RANCH ANNEXATION*

Department: Community Development, Julia Duncan

Second Reading: December 6, 2021

1. *ORDINANCE NO. 2.278 – First Reading*

A Bill for an Ordinance Approving and Accomplishing the Annexation of Contiguous Unincorporated Territory Known as the Kime Ranch Property in Douglas County

2. *ORDINANCE NO. 3.360 – First Reading*

A Bill for an Ordinance Zoning Certain Property Within the Town of Parker, Colorado, Known as the Kime Ranch Property to PD-Planned Development District Pursuant to the Town of Parker Land Development Ordinance and Amending the Zoning Ordinance and Map to Conform Therewith

D. *CONTRACTS OVER \$100,000*

1. *Lasso Digital Media*

Amount: Not to exceed \$259,000

Contractor: Lasso Digital

Department: Cultural, Carrie Glassburn

2. *Motsenbocker Road & Hess Road Widening and Intersection Improvements (CIP 21-001) - Contract Modification*

Amount: \$103,050

Contractor: Villalobos Concrete, Inc.

Department: Engineering and Public Works, Tom Gill

3. *Motsenbocker Road/French Creek Avenue Signal Poles*
Amount: \$104,476
Vendor: The MH Companies
Department: Engineering and Public Works, Chris Hudson

E. *PROCLAMATION - Small Business Saturday in Parker*

F. *PROCLAMATION - National American Indian Heritage Month*

6. **PUBLIC HEARINGS**

- A. **ORDINANCE NO. 1.553 - Second Reading**
A Bill for an Ordinance to Adopt the 2022 Budget and to Make Appropriations for the Same
Department: Finance, Mary Lou Brown

- B. **ORDINANCE NO. 1.547.2 - Second Reading**
A Bill for an Ordinance to Adopt the 2021 Revised Budget for the Town of Parker and to Make Appropriations for the Same
Department: Finance, Jennifer Campbell

- C. **PINE DRIVE ANNEXATION**
Department: Community Development, Stacey Nerger

1. **RESOLUTION NO. 21-048**
A Resolution to Set Forth Town Council's Findings of Fact and Conclusions as to the Eligibility of the Pine Drive Property for Annexation into the Town of Parker
2. **ORDINANCE NO. 2.279 – Second Reading**
A Bill for an Ordinance Approving and Accomplishing the Annexation of Contiguous Unincorporated Territory Known as the Pine Drive Property in Douglas County
3. **ORDINANCE NO. 3.241.2 – Second Reading**
A Bill for an Ordinance Zoning Certain Property Within the Town of Parker, Colorado, Known as the Pine Drive Property to PF-Public Facilities District Pursuant to the Town of Parker Land Development Ordinance and Amending the Zoning Ordinance and Map to Conform Therewith

4. **Amended and Restated Annexation Agreement**

- D. **ORDINANCE NO. 3.193.6 – Second Reading**
A Bill for an Ordinance Amending the Parker Auto Plaza Development Guide Pursuant to the Town of Parker Land Development Ordinance
Department: Community Development, Julia Duncan

7. ORDINANCES

A. BUILDING CODE UPDATES

Department: Community Development, Randy Sale

- 1. ORDINANCE NO. 4.85.5 - Second Reading**
A Bill for an Ordinance to Amend Sections 11.05.020, 11.05.050, 11.05.060 and 11.05.080 of the Parker Municipal Code Concerning the Parker Electrical Code
- 2. ORDINANCE NO. 4.89.7 - Second Reading**
A Bill for an Ordinance to Amend Sections 11.01.030, 11.01.060 and 11.01.080 of the Parker Municipal Code Concerning the Parker Administrative Code
- 3. ORDINANCE NO. 4.91.7 - Second Reading**
A Bill for an Ordinance to Amend Sections 11.02.020, 11.02.050, 11.02.060 and 11.02.080 of the Parker Municipal Code Concerning the Parker Residential Code for One- and Two-Family Dwellings Building Code
- 4. ORDINANCE NO. 4.92.6 - Second Reading**
A Bill for an Ordinance to Amend Sections 11.03.020, 11.03.050, 11.03.060 and 11.03.080 of the Parker Municipal Code Concerning the Parker Building Code
- 5. ORDINANCE NO. 4.93.6 - Second Reading**
A Bill for an Ordinance to Amend Sections 11.04.020, 11.04.050, 11.04.060 and 11.04.080 of the Parker Municipal Code Concerning the Parker Fire Protection Code
- 6. ORDINANCE NO. 4.94.5 - Second Reading**
A Bill for an Ordinance to Amend Sections 11.06.020, 11.06.050, 11.06.060 and 11.06.080 of the Parker Municipal Code Concerning the Parker Mechanical Code
- 7. ORDINANCE NO. 4.96.5 - Second Reading**
A Bill for an Ordinance to Amend Sections 11.14.020, 11.14.050, 11.14.060 and 11.14.080 of the Parker Municipal Code Concerning the Parker Energy Code
- 8. ORDINANCE NO. 4.97.5 - Second Reading**
A Bill for an Ordinance to Amend Sections 11.15.020, 11.15.050, 11.15.060 and 11.15.080 of the Parker Municipal Code Concerning the Parker Fuel Gas Code
- 9. ORDINANCE NO. 4.101.6 - Second Reading**
A Bill for an Ordinance to Amend Sections 11.16.020, 11.16.050, 11.16.060 and 11.16.080 of the Parker Municipal Code Concerning the Parker Property Maintenance Code

10. **ORDINANCE NO. 4.105.3 - Second Reading**
A Bill for an Ordinance to Amend Sections 11.08.020, 11.08.050, 11.08.060 and 11.08.080 of the Parker Municipal Code Concerning the Parker Existing Building Code
11. **ORDINANCE NO. 4.106.3 - Second Reading**
A Bill for an Ordinance to Amend Sections 11.09.020, 11.09.050, 11.09.060 and 11.09.080 of the Parker Municipal Code Concerning the Parker Swimming Pool and Spa Code
12. **ORDINANCE NO. 4.95.5 - Second Reading**
A Bill for an Ordinance to Amend Sections 11.07.020, 11.07.050, 11.07.060 and 11.07.080 of the Parker Municipal Code Concerning the Parker Plumbing Code

- B. **ORDINANCE NO. 1.552 - Second Reading**
A Bill for an Ordinance to Levy General Property Taxes for the Year 2021 to Help Defray the Costs of Government for the Town of Parker, Colorado, for the 2022 Budget Year
Department: Finance, Mary Lou Brown
- C. **ORDINANCE NO. 1.554 - Second Reading**
A Bill for an Ordinance Stating the Intent of the Town of Parker to Acquire Certain Property Interests for the Purpose of Constructing and Improving the North Sidewalk on East Mainstreet, a Town Roadway, Through the Utilization of the Town's Power of Eminent Domain, and Directing the Town's Staff and Town Attorney to Notify All Persons Affected Thereby of the Above-Stated Intent of the Town, and Thereafter to Comply with All Pertinent Provisions of C.R.S. § 38-1-101, et seq., Relating to Good Faith Negotiations
Department: Engineering and Public Works, Chris Hudson
- D. **ORDINANCE NO. 1.551 – Second Reading**
A Bill for an Ordinance Vacating a Public Sidewalk Easement Agreement Conveyed to the Town of Parker by Parker Water and Sanitation District
Department: Engineering and Public Works, Chris Hudson
- E. **ORDINANCE NO. 9.342 – Second Reading**
A Bill for an Ordinance to Approve the Intergovernmental Agreement By and Between the Douglas County School District and the Town of Parker Regarding an MS4 Participation Agreement
Department: Engineering and Public Works, Michael Grabczyk

8. **RESOLUTIONS**

- A. **RESOLUTION NO. 21-054**
A Resolution Approving the Form of Revenue Pledge Agreement Between Anthology West Metropolitan District No. 4 and Anthology West Metropolitan District No. 2
Department: Town Attorney, Kristin Hoffmann

B. RESOLUTION NO. 21-055

A Resolution Providing Consent to the Inclusion of Property Within Cherry Creek South Metropolitan District No. 4 and Cherry Creek South Metropolitan District No. 6.

Department: Town Attorney, Kristin Hoffmann

9. PUBLIC COMMENTS CONTINUED IF NECESSARY

10. ADJOURNMENT

TOWN OF PARKER COUNCIL AGENDA

December 6, 2021

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2. SPECIAL PRESENTATIONS

- Dr. Doug Resler and Darrin Kessler, Douglas County Christian Council Center and the Parker Evangelical Presbyterian Church**
- Legend High School CHSAA 5A State Softball Champions**

3. PARKER CHAMBER OF COMMERCE UPDATES

4. DOWNTOWN BUSINESS ALLIANCE UPDATES

5. **PUBLIC COMMENTS (No action will be taken on these items.)** *Public Comment is an opportunity for Town residents and other interested individuals to speak about items that are NOT on the agenda. This comment period is limited to 30 minutes total time, with each individual allowed a maximum of 3 minutes to speak. You must sign up ahead of time in order to comment, and that sign up begins 30 minutes before the start of the meeting. The Council will accommodate as many speakers as possible during this time—with preference to Town residents—but if public comment extends beyond the allotted 30 minutes, Town Council will continue the comment period at the end of the meeting, prior to adjourning for those who signed up before the meeting.*

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A. *APPROVAL OF MINUTES*

B. *ORDINANCE NO. 1.555 First Reading*

Notice of intent to acquire sidewalk for Ponderosa ROW – Parker Road Project

Department: Engineering and Public Works, Alex Mestdagh

Second Reading: December 13, 2021

C. *ORDINANCE NO. 3.01.127 – First Reading*

A Bill for an Ordinance to Amend Section 13.02.010 of the Parker Municipal Code Concerning the Definition of Dwelling and Dwelling Unit, and Section 13.04.180 of the Parker Municipal Code Concerning Home Occupations

Department: Town Attorney, Jim Maloney

Second Reading: December 13, 2021

D. *CONTRACTS OVER \$100,000*

1. *Give 5 Productions - Footloose*

Amount: Not to exceed \$130,000

Contractor: Give 5 Productions

Department: Cultural, Carrie Glassburn

2. *Parker Road Sidewalk Village Inn to Sulphur Gulch (CIP22-004) - Professional Services Agreement*

Amount:

Contractor: Stanley Consulting, Inc.

Department: Engineering and Public Works, Tom Gill

8. **PUBLIC HEARINGS**

A. **KIME RANCH ANNEXATION**

Applicant: PCS Group

Location: Kime North Parcel; 7611 E. Parker Road
Department: Community Development, Julia Duncan
TRAKiT No.: ANX21-005; Z21-007

1. RESOLUTION NO. 21-053

A Resolution to Set Forth Town Council's Findings of Fact and Conclusions as to the Eligibility of the Kime Ranch Property for Annexation into the Town of Parker

2. ORDINANCE NO. 2.278 – Second Reading

A Bill for an Ordinance Approving and Accomplishing the Annexation of Contiguous Unincorporated Territory Known as the Kime Ranch Property in Douglas County

3. ORDINANCE NO. 3.360 – Second Reading

A Bill for an Ordinance Zoning Certain Property Within the Town of Parker, Colorado, Known as the Kime Ranch Property to PD-Planned Development District Pursuant to the Town of Parker Land Development Ordinance and Amending the Zoning Ordinance and Map to Conform Therewith

4. Kime Ranch Annexation Agreement

B. TOWNHOMES AT PINE DRIVE SKETCH AND PRELIMINARY PLAN

Applicant: Chuck Micale, Parker Townhomes, LLC
Location: Northeast corner of Pine Drive and Summerset Lane
Department: Community Development, Stacey Nerger
TRAKiT No.: SUB20-043 and SUB20-044

C. STROH RANCH FILING NO. 14 LOT 3 XCEL GAS REGULATOR STATION - Use by Special Review

Applicant: Cheryl Diedrich, Public Service Company of Colorado
Location: Southwest corner of Parker Road and J. Morgan Boulevard
Department: Community Development, Stacey Nerger
TRAKiT No.: Z21-002

9. ORDINANCES

A. ORDINANCE NO. 3.01.126 - Second Reading

A Bill for an Ordinance to Amend Section 13.03.030 of the Parker Municipal Code concerning Planning Department Adjustments for Temporary Patios

Department: Town Attorney, Jim Maloney

10. RESOLUTIONS

A. RESOLUTION NO. 21-050

*A Resolution to Approve the Douglas County Local Mitigation Plan, Comprehensive 2021 Update,
Volumes I and II*

Department: Police, Andy Coleman

11. PUBLIC COMMENTS CONTINUED IF NECESSARY

12. ADJOURNMENT