



TOWN COUNCIL STUDY SESSION AGENDA
February 7, 2022
5:00 PM

I. Town Council Items

II. Study Session Items

1. Community Event Permit Updates - Spain - 45 minutes
2. Communications Update - Robberson/Anderson/Spain - 30 minutes
3. Future Agenda Review - Hoffmann - 30 minutes



MEMORANDUM

TO: Honorable Mayor and Members of Town Council

FROM: Dannette Robberson, Assistant Town Administrator
Brooke Spain, Special Events and Sponsorship Coordinator

DATE: February 7, 2022

SUBJECT: Community Event Permit Updates

ISSUE:

In 2017, staff identified a continual and significant increase in the number of community event permits issued from previous years, leading to a comprehensive market analysis. The results of the analysis were presented during the 2017 Mayor and Town Council budget retreat in which staff recommended a change to the existing pricing model. During a 2018 study session, staff recommended a tiered system pricing model and increased permit fees accordingly and consistent with other jurisdictions within the Denver metro area. As a continuation of making improvements to the program, staff identified efficiencies in the program over the course of 2021 to set clearer expectations for event applicants and staff. The staff presentation will provide more information regarding the improvements.

FISCAL/BUDGET IMPACT:

The fiscal impacts expected are savings in staff resource allocation.

BACKGROUND:

RECOMMENDATION:

This item is for information regarding improvements to the Community Event permit process.

REQUESTED DIRECTION:

This item is for information regarding improvements to the Community Event permitting process.

ATTACHMENT:

None



MEMORANDUM

TO: Honorable Mayor and Members of Town Council
FROM: Dannette Robberson, Assistant Town Administrator
DATE: February 7, 2022
SUBJECT: Communications Department Update

ISSUE:

The Communications Department will provide a general update to include the following:

- Department Structure Analysis
- Recent and Upcoming Projects
- 2021 Digital Media Highlights
- 2021 Event Recap
- 2022 Town-Hosted Events and Activities

FISCAL/BUDGET IMPACT:

N/A

BACKGROUND:

RECOMMENDATION:

This item is for information.

REQUESTED DIRECTION:

This item is for information.

ATTACHMENT:

None

TOWN OF PARKER COUNCIL AGENDA

February 22, 2022

Notes:

Town Council meeting packets are prepared several days prior to the meeting. This information is reviewed and studied by the Councilmembers eliminating lengthy discussions to gain a basic understanding. Timely action and short discussion on agenda items does not reflect lack of thought or analysis on the part of Council.

Ordinances listed for first reading are being approved to introduce them. Public comment will be held upon second reading.

Start times for regular agenda items are tentative; some items may be held earlier than scheduled time.

Public comment for items that are not on the agenda may be made in person, by Zoom or electronically at <http://parkeronline.org/CouncilPublicComment>. For those unable to provide comments in person, electronically through the website or via Zoom, please contact the Clerk's Office to make alternative arrangements. The Town Clerk can be reached at 303-805-3198. Public comments provided electronically through the website that are provided by 5:00 p.m. on the day of the regular or special Town Council meeting will be provided to the Town Council and will be included with the approved minutes of the Town Council meeting.

Virtual Public Participation by Zoom Webinar: Instructions on how to participate in the public comment or public hearing part of the meeting are available by viewing the individual Town Council meeting listings on the Town's online calendar at www.parkeronline.org/calendar.

Public Viewing Only - Facebook Live: Town Council meetings may be viewed through Facebook Live from the Town of Parker website: www.facebook.com/townofparkerco.

PLEASE NOTE: Public participation is NOT available through Facebook Live.

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

- Chabad Jewish Center of South Metro Denver Recognition**
- Parker Task Force Recognition**
- Senator Smallwood**

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

*B. 1st Amendment to the Cottonwood Highlands Filing No. 7 Subdivision Improvement Agreement
Department: Engineering and Public Works, Alex Mestdagh*

C. CONTRACTS OVER \$100,000

- 1. 2022 Fleet Replacement - KOIS/OJ Watson
Amount:
Contractor:
Department: Engineering and Public Works, Jim Gilbert*
- 2. 2022 Townwide Resurfacing Program (CIP22-007)
Amount:
Contractor:
Department: Engineering and Public Works, Danny Smith*
- 3. 2022 Motsenbocker Grind, Saw and Seal Project (CIP22-008)
Amount:
Contractor:
Department: Engineering and Public Works, Danny Smith*

6. PUBLIC HEARINGS

A. CHAMBERS HIGHPOINT AND COMPARK

Applicant:

Location:

Department: Community Development, Stacey Nerger

TRAKiT No.:

1. Chambers Highpoint

a. *Minor Development Plan*

b. *Subdivision Agreement*

2. Compark

a. *Amendment to Compark Subdivision Agreement*

7. ORDINANCES

A. ORDINANCE NO. 4.86.1 – Second Reading

A Bill for an Ordinance to Amend Sections 11.13.020 and 11.13.030 of the Parker Municipal Code Concerning Contracting Procedures for Public Works Projects

Department: Engineering and Public Works, Chris Hudson

B. ORDINANCE NO. 3.01.90.1 - Second Reading

A Bill for an Ordinance to Amend Title 13 of the Parker Municipal Code Relating to Family Child-Care Homes

Department: Community Development, Bryce Matthews

C. ORDINANCE NO. 9.344 - Second Reading

A Bill for an Ordinance to Approve the Grant Agreement for Therapeutic Recreation Scholarships By and Between the Town of Parker and the Board of County Commissioners of the County of Douglas

Department: Parks, Recreation and Open Space, Mary Colton

D. ORDINANCE NO. 9.345 - Second Reading

A Bill for an Ordinance to Approve the Grant Agreement for Adaptive Water Safety/Swimming Scholarships By and Between the Town of Parker and the Board of County Commissioners of the County of Douglas

Department: Parks, Recreation and Open Space, Mary Colton

E. ORDINANCE NO. 9.343 - Second Reading

A Bill for an Ordinance to Approve the Intergovernmental Agreement Between Douglas County School District RE-1 and the Town of Parker Regarding the Sharing of Costs for Providing Police Officers to Act as School Resource Officers

**Department: Police, Jim Tsurapas
Town Attorney, Jamie Wynn**

8. AGREEMENTS

A. Land Dedication Agreement with Shea Homes for the Tract Q Open Space (Southeast Corner of Mainstreet and Chambers)

Department: Parks, Recreation and Open Space, Brett Collins

B. O'Brien Park Playground Equipment

Amount: \$338,900.97

Contractor: Landscape Structures, Inc.

Department: Parks, Recreation and Open Space

9. PUBLIC COMMENTS CONTINUED IF NECESSARY

10. ADJOURNMENT

TOWN OF PARKER COUNCIL AGENDA

March 7, 2022

Notes:

Town Council meeting packets are prepared several days prior to the meeting. This information is reviewed and studied by the Councilmembers eliminating lengthy discussions to gain a basic understanding. Timely action and short discussion on agenda items does not reflect lack of thought or analysis on the part of Council.

Ordinances listed for first reading are being approved to introduce them. Public comment will be held upon second reading.

Start times for regular agenda items are tentative; some items may be held earlier than scheduled time.

Public comment for items that are not on the agenda may be made in person, by Zoom or electronically at <http://parkeronline.org/CouncilPublicComment>. For those unable to provide comments in person, electronically through the website or via Zoom, please contact the Clerk's Office to make alternative arrangements. The Town Clerk can be reached at 303-805-3198. Public comments provided electronically through the website that are provided by 5:00 p.m. on the day of the regular or special Town Council meeting will be provided to the Town Council and will be included with the approved minutes of the Town Council meeting.

Virtual Public Participation by Zoom Webinar: Instructions on how to participate in the public comment or public hearing part of the meeting are available by viewing the individual Town Council meeting listings on the Town's online calendar at www.parkeronline.org/calendar.

Public Viewing Only - Facebook Live: Town Council meetings may be viewed through Facebook Live from the Town of Parker website: www.facebook.com/townofparkerco.

PLEASE NOTE: Public participation is NOT available through Facebook Live.

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

- **Tony Young Recognition**

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.

6. REPORTS, ITEMS AND COMMENTS FROM MAYOR AND COUNCIL

7. 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

B. RESOLUTION NO. 22-013

A Resolution to Appoint Members to the Investment Advisory Committee

Department: Finance Department, Mary Lou Brown

C. ORDINANCE NO. 9.286.3 – First Reading

A Bill for an Ordinance to Approve the Third Amendment to an Intergovernmental Agreement Between the Town of Parker and the Board of County Commissioners of the County of Douglas, State of Colorado, Regarding Cost Sharing for the Dransfeldt Road Extension

Department: Engineering and Public Works, Chris Hudson

Second Reading: March 21, 2022

D. ORDINANCE NO. 9.346 – First Reading

A Bill for an Ordinance to Approve the Intergovernmental Agreement Between the Town of Parker and the Board of County Commissioners of the County of Douglas, State of Colorado, Regarding Ownership, Maintenance, and Operation of Traffic Signals At and Near Shared Jurisdictional Boundaries

Department: Engineering and Public Works, Chris Hudson

Second Reading: March 21, 2022

E. ORDINANCE NO. 4.91.8 – First Reading

A Bill for an Ordinance to Amend Section 11.02.050 of the Parker Municipal Code Concerning Amendments to the Parker Residential Code for One- and Two-Family Dwellings Building Code Related to Secondary Family Space

Department: Community Development, Randy Sale

Second Reading: March 21, 2022

F. ORDINANCE NO. 1.553.1 - First Reading

A Bill for an Ordinance to Adopt the 2022 Revised Budget for the Town of Parker and to Make Appropriations for the Same

Department: Finance, Jennifer Campbell

Second Reading: March 21, 2021

8. PUBLIC HEARINGS

A. ANTHOLOGY NORTH - Segments 1b/1c Preliminary Plan

Applicant:

Location:

Department: Community Development, BrieAnna Simon

TRAKiT No.:

1. Fifth Amendment to Amended and Restated Stroh Ranch/Hess Annexation Agreement

2. RESOLUTION NO. 22-014

A Resolution to Amend Resolution No. 19-023, Series of 2019, to Allow, Subject to the Satisfaction of Certain Conditions, a Partial Waiver to Defer Compliance with Certain Requirements of Sections 13.07.060 and 13.07.070 of the Parker Land Development Ordinance as Amended, Associated with the Processing of the Sketch and Preliminary Plan for Certain Segments of the Real Property Commonly Known as the Anthology North Property Until Those Segments are Ready for Development

9. ORDINANCES

ORDINANCE NO. ____ Second Reading

An Ordinance for an Intergovernmental Agreement with the Mile High Flood District for the Design and Construction of Improvements to West Stroh Gulch

Department: Engineering and Public Works, Alex Mestdagh

10. PUBLIC COMMENTS CONTINUED IF NECESSARY

11. ADJOURNMENT