



TOWN COUNCIL STUDY SESSION AGENDA
April 11, 2022
6:00 PM

I. Staff/Council Updates

II. Study Session Items

1. Facilities Master Plan Update - Gilbert - 45 minutes
2. Review Future Council Agendas - Hoffmann - 30 minutes

III. Town Council Items



MEMORANDUM

TO:

FROM: Jim Gilbert, Deputy Director of Operations

DATE: April 11, 2022

SUBJECT: Facility Master Plan Recap

ISSUE:

Engineering and Public Works is requesting the Facility Master Plan final report be adopted by resolution at the April 18, 2022 Town Council Meeting. This topic provides an opportunity to review the findings and recommendation of the final report and an open discussion by the Town Council prior to its adoption.

FISCAL/BUDGET IMPACT:

There is no budget impact for FY2022. The Facility Master Plan details plans for expansion and/or construction of additional facility space to meet the needs of the Town to provide effective services to the public. All expenses associated with the recommendations contained in the Facility Master Plan will need to be approved by annual budget and appropriation.

BACKGROUND:

The Town of Parker engaged a consultant to perform an in depth Facility Master Plan during the 2021 calendar year. The scope of the project included two major aspects of focus. 1) An assessment of the Town's current facility portfolio. 2) A space needs assessment for staff and development of an action plan to meet those needs.

Town staff from each department participated in this project to provide insight and information related to their operations and anticipated needs for the future. Staff provided this information through individual interviews, questionnaires, and multiple committee sessions throughout the process. This information is included in the final report.

The consultant performed a visual inspection of the main facilities in the Town's portfolio. This scope included tours of the facility, meetings with maintenance staff and operations staff, and evaluation of existing documented planned maintenance. The assessments provided in the final report confirm the ongoing needs for maintenance at the facility.

The Engineering and Public Works department met with Town Council on several occasions to provide updates on this project.

02.22.21 Study Session – Project overview and scope

04.05.21 Council Meeting – Contract Approved

11.18.21 Study Session – Project Update by Staff and consultant

03.28.22 Tour – Motsenbocker campus and Old Town Hall

03.30.22 Big Picture Meeting

RECOMMENDATION:

Staff recommends the resolution adopting the Facility Master Plan be placed on the April 18, 2022 Town Council meeting agenda.

REQUESTED DIRECTION:

Authorization to place the resolution to adopt the Facility Master Plan on the April 18th Town Council meeting.

ATTACHMENT:

None

TOWN OF PARKER COUNCIL AGENDA

April 18, 2022

Notes:

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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.

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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. DOWNTOWN BUSINESS ALLIANCE UPDATE

- 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. *ORDINANCE NO. 1.559 - First Reading*

A Bill for an Ordinance to Release a Portion of the Slope Easement for Hess Road Associated with Pine Bluffs Filing 4, Amendment 1, Lot 3, Pursuant to Section 13.07.120(c)(5) of the Parker Municipal Code

Department: Engineering and Public Works, Alex Mestdagh

Second Reading: May 16, 2022

C. *ORDINANCE NO. 9.328.1 - First Reading*

A Bill for an Ordinance to Approve the First Amendment to the Intergovernmental Agreement By and Between the Town of Parker and the Board of County Commissioners of the County of Douglas Regarding Cost Sharing for the Lincoln Avenue (Jordan to Parker Road) Project

Department: Engineering and Public Works, Bob Exstrom

Second Reading: May 2, 2022

D. *ORDINANCE NO. 3.213.7 - First Reading*

A Bill for an Ordinance to Amend the Cottonwood Highlands Development Plan and Guide, and the Zoning Ordinance and Map to Conform Therewith

Department: Community Development, Stacey Nerger

Second Reading: May 2, 2022

E. *ORDINANCE NO. 9.334.1 - First Reading*

A Bill for an Ordinance Approving the First Amendment to Agreement Regarding Design and Construction of Drainage and Flood Control Improvements for Cherry Creek at Dransfeldt Road (Agreement No. 21-05.04A Project No. 108515) by and between Urban Drainage and Flood Control District d/b/a Mile High Flood District, the Town of Parker, and Cherry Creek Basin Water Quality Authority

Department: Engineering and Public Works, Michael Grabczyk

Second Reading: May 2, 2022

F. *RESOLUTION NO. 22-016*

A Resolution to Approving the Town of Parker Comprehensive Facility Master Plan

Department: Engineering and Public Works, Jim Gilbert

G. *RESOLUTION NO. 22-019*

A Resolution Accepting the Conveyance of a Drainage Easement from Brytar Parker CO LP, for a Portion of Horseshoe Ridge Subdivision 3rd Amendment (Learning Express)

Department: Engineering and Public Works, Alex Mestdagh

H. *RESOLUTION NO. 22-020*

A Resolution Accepting the Conveyance of a Drainage Easement from Brytar Parker CO LP, for a

Portion of Horseshoe Ridge Subdivision 3rd Amendment (Commercial LDE)

Department: Engineering and Public Works, Alex Mestdagh

I. RESOLUTION NO. 22-021

A Resolution Accepting the Conveyance of a Drainage Easement from NLD Parker LLC, for a Part of Lot 6, Parker and Pine Filing 1

Department: Engineering and Public Works, Alex Mestdagh

J. RESOLUTION NO. 22-022

A Resolution Accepting the Conveyance of a Drainage Easement from Cobblestone Denver Propco, LLC, for Lot 6, Country Meadows Square, 3rd Amendment

Department: Engineering and Public Works, Alex Mestdagh

K. CONTRACT OVER \$100,000

1. 2022 Fleet Replacement - Ken Garff - Minor Modification

Amount: \$4,186

Contractor: Ken Garff Ford

Department: Engineering and Public Works, Jim Gilbert

2. Security Cameras for Recreation Center and Fieldhouse

Amount: \$159,899.24

Contractor: ESI - Electronic Systems International, Inc.

Department: Parks, Recreation and Open Space, Mary Colton

3. Boiler Replacement for Town Hall

Amount: \$276,576

Contractor: Holbrook Services

Department: Engineering and Public Works, Jim Gilbert

4. Downtown Circulation Improvements (CIP21-018) – Contract Modification

Amount: \$50,000

Contractor: T & M Construction, LLC

Department: Engineering and Public Works, Tom Gill

5. Fieldhouse Roof Top Unit Replacement

Amount: \$150,000

Contractor: Daikin Mechanical

Department: Engineering and Public Works, Jim Gilbert

6. ORDINANCES

- A. ORDINANCE NO. 9.348 - Second Reading**
A Bill for an Ordinance Approving the Agreement Regarding Design and Construction of Development Improvement Project for Drainage and Flood Control Improvements for Stroh Gulch Upstream of French Avenue Tanterra Town of Parker By and Between Urban Drainage and Flood Control District dba Mile High Flood District and the Town of Parker (Agreement No. 22-03.35 Project No. 107465)

Department: Engineering and Public Works, Alex Mestdagh

- B. ORDINANCE NO. 9.349 - Second Reading**
A Bill for an Ordinance to Approve the Intergovernmental Agreement for Court Clerk Services By and Between the Town of Parker and the City of Lone Tree

Department: Town Administrator, Michelle Kivela

7. CONTRACTS OVER \$500,000

Dransfeldt Road Extension (CIP23-001) - Final Design

Amount: \$941,013

Contractor: RS&H

Department: Engineering and Public Works, Chris Hudson

8. PUBLIC COMMENTS CONTINUED IF NECESSARY

9. ADJOURNMENT

TOWN OF PARKER COUNCIL AGENDA

May 2, 2022

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2. SPECIAL PRESENTATIONS

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A. *APPROVAL OF MINUTES*

- B. *ORDINANCE NO. 1.558 - First Reading*
A Bill for an Ordinance Vacating a Portion of Right-of-Way Adjacent to Jordan Road Between Mainstreet and East Auburn Hills Place
Department: Engineering and Public Works, Alex Mestdagh
Second Reading: May 16, 2022

- C. *RESOLUTION NO. 22-018*
A Resolution to Determine, Upon Recommendation of the Town Administrator, that the Public Interest Will Be Served By Competitive Proposal Concerning the Town Hall Expansion Project
Department: Engineering and Public Works, Bob Exstrom

- D. *RESOLUTION NO. 22-026*
A Resolution to Allow a Partial Waiver of Sections 13.09.040(b)(1), 13.09.070(1), 13.09.080(d) and Schedule 13.09.080B of the Parker Municipal Code for Certain Businesses for Parker Days
Department: Community Development, Bryce Matthews

E. *CONTRACTS OVER \$100,000*

1. *Final Design Services for the Regional Trail Through the Property Known as Tract Q*
Amount: \$107,412.00
Contractor: Stanley Consultants
Department: Parks, Recreation and Open Space, Brett Collins

6. **PUBLIC HEARINGS**

ORDINANCE NO. 3.213.7 - Second Reading
A Bill for an Ordinance to Amend the Cottonwood Highlands Development Plan and Guide, and the Zoning Ordinance and Map to Conform Therewith
Department: Community Development, Stacey Nerger

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