



TOWN COUNCIL STUDY SESSION AGENDA
May 23, 2022
5:00 PM

I. Town Council Items

II. Study Session Items

1. Downtown Business Alliance Community Contribution Update - Omar Castillo - 15 minutes
2. Engineering and Public Works Update - Williams - 45 minutes
3. Planning Commission Candidates Update - Fussa/Matthews - 10 minutes
4. Parks, Recreation and Open Space Master Plan Update and Open Space Acquisition/Scoring Process - Colton - 30 minutes
5. Review Future Council Agendas - Hoffmann - 15 minutes

III. Staff/Town Council Updates



MEMORANDUM

TO: Honorable Mayor and Members of Town Council
FROM: Tom Williams, Director Eng/PW
DATE: May 23, 2022
SUBJECT: Engineering and Public Works Update

ISSUE:

The Department of Engineering and Public Works will be presenting the following topics:

- 1.) 2022 Roadway Maintenance Programs
- 2.) Adopt a Street Program
- 3.) Transportation Capital Improvement Program Update

FISCAL/BUDGET IMPACT:

None

BACKGROUND:

The Engineering/Public Works staff will be presenting three (3) different topics. The first topic (2022 Roadway Maintenance Program), staff will provide general information on our maintenance program. Staff will also provide specific information on the type of maintenance and specific roadways included within the 2022 program.

The second topic (Adopt a Street Program), staff will give general information on the program elements, including roadway segments and supporting volunteers.

The last topic (Transportation Capital Improvement Program), staff will give an update on some of the larger projects that are on the 1 to 5 year horizon. Discussion will also include the inflationary impact on the projects and overall program.

RECOMMENDATION:

For informational purposes only.

REQUESTED DIRECTION:

For informational purposes only.

ATTACHMENT:

None



MEMORANDUM

TO: Honorable Mayor and Members of Town Council

FROM: John Fussa, Community Development Director
Bryce Matthews, Planning Manager
Jeff Miller, Community Development Coordinator

DATE: May 23, 2022

SUBJECT: Planning Commission Candidates Update

ISSUE:

The Planning Commission has a total of 10 members, seven (7) regular and three (3) alternates, with terms of varying length. The Commission currently has openings for three (3) regular and three (3) alternate members because of term expirations and resignations. The purpose of this Study Session is to receive direction on the appointment of recommended applicants to fill the openings prior to June 30, 2022 so the Planning Commission may continue to operate without interruption.

The current openings on the Planning Commission arise from the following:

1. Regular Planning Commissioners Gary Poole and Ruth Ann Nelson have terms that will expire June 30, 2022.
2. Regular Planning Commissioner Anthony Matthews resigned because he moved from the Town of Parker. His term would have expired on June 30, 2023.
3. Alternate Planning Commissioners Roxy Colette and Nick Metz have terms that will expire June 30, 2022.
4. Alternate Planning Commissioner Abbas Udawala resigned because of business travel conflicts. His term would have expired June 30, 2022.

This action is taken in accordance with the Parker Land Development Ordinance which provides that the Town Council appoint candidates to the Planning Commission including the chair, regular members and alternate members. It is also consistent with the process the Town has used to make appointments to the Planning Commission in previous years.

FISCAL/BUDGET IMPACT:

BACKGROUND:

The duties of the Planning Commission as defined by the Town Charter and the Parker Land Development Ordinance are to prepare the Master Plan, review applications for certain development proposals and make recommendations on land use matters to the Town Council. The Charter also requires the appointment of Planning Commission members satisfying the following requirements:

1. Each person appointed to the Planning Commission shall reside within the Town limits for at least one (1) year immediately preceding the date of appointment.
2. Each person appointed to the Planning Commission shall be registered to vote.

The Town Council is charged with appointing Regular Planning Commission members to three (3) year overlapping terms. Alternates are appointed to one (1) year terms. The Council will need to appoint three (3) Regular and three (3) Alternate Planning Commission members to fill positions with expiring terms.

Commissioners Gary Poole and Ruth Ann Nelson have requested reappointment as Regular Planning Commission members. Alternates Roxy Colette and Nick Metz have requested reappointment as a Regular or Alternate Planning Commission member. It is the general practice of the Town to reappoint incumbent Commissioners who have met the requirements for service, attended meetings regularly and performed competently in their duties.

Five (5) candidates meeting the requirements for service applied for appointment to the Planning Commission, and they were interviewed on May 4, 2022 and May 9, 2022. The review committee consisted of Town Councilmembers Josh Rivero and Cheryl Poage, Community Development Director John Fussa, Planning Manager Bryce Matthews and Planning Coordinator Jeff Miller.

RECOMMENDATION:

The review committee recommends the Town Council consider a Resolution at the June 6, 2022 Council meeting that would:

1. Appoint the following three (3) regular members to the Planning Commission:

- Gary Poole – June 30, 2025
- Ruth Ann Nelson – June 30, 2025
- Roxy Colette – June 30, 2023

2. Appoint the following three (3) alternate members for a 1-year term to the Planning Commission:

- Nick Metz
- Jane Lane
- Ira Shapiro

3. Reappoint Gary Poole as Chair of the Planning Commission.

REQUESTED DIRECTION:

Staff is requesting direction on the recommendation for appointments to the Planning Commission.

ATTACHMENT:

None



MEMORANDUM

TO: Honorable Mayor and Members of Town Council

FROM: Mary Colton, Parks and Recreation Director
Brett Collins, Projects Administrator
John Fussa, Community Development Director
Bryce Matthews, Planning Manager

DATE: May 23, 2022

SUBJECT: Master Plan Update and Open Space Acquisition/Scoring Process

ISSUE:

An update will be provided to Town Council on the status of the Parks, Recreation and Open Space Master Plan along with presenting information on how Open Space Land Acquisitions are evaluated and scored.

FISCAL/BUDGET IMPACT:

None.

BACKGROUND:

Parks, Recreation and Open Space Master Plan Update

The Parks Recreation and Open Space Master Plan identified 85 action steps over five themes. The action steps are capital projects, programs, or updated policies to improve parks, recreation and open spaces throughout the community.

Themes:

- Manage and Protect Assets
- Enhance Inclusive Programming
- Connect People and Places
- Enhance Organizational Capacity
- Programming for Community

Of the 85 action steps, 42 are in progress or complete. The COVID pandemic created a delay in completing some of the action steps when projects were placed on hold due to restrictions or budgets, which delayed some of the plan's progress between one and two years.

For the capital projects portion of the master plan, staff has identified 41 projects over the next ten years. Projects were selected on needs identified in the master plan and projects that promote sustainability goals (LED lighting, synthetic turf). Staff is working on the 10-Year Capital Improvement Projects Plan with finance and the timing of projects and funding. The list below is fluid and subject to change as we work through the budget process and identify

available funding to meet the project needs. Major project priorities are highlighted below by the anticipated year.

2022

- O'Brien Park Playground Improvements
- Cherry Creek Soft Surface Trail
- Rowley Downs Trail
- PSCO Corridor Trail
- Newlin Gulch Regional Trail

2023

- Harvie Open Space Improvements
- Salisbury Park North Planning and Design
- Lemon Gulch Trail

2024

- Salisbury Park North Construction
- Salisbury Park Parking Lot Reconstruction

2025

- O'Brien Park North Planning and Design
- O'Brien Ballfield LED upgrade
- Salisbury Ballfield LED Upgrade
- Recreation Pickleball Court LED Upgrade
- Salisbury Horse Arena LED Upgrade
- Railbender LED Upgrade
- Stroh Playground Renovation
- Newlin Meadows HOA Trail Connection O'Brien Park North Planning and Design

2026

- O'Brien Park North Construction
- Iron Horse Park Synthetic Turf Conversion
- Tallman Meadows Parking Lot Construction

2027

- Cottonwood Trailhead Shade Shelter and Sign
- Iron Horse Park Synthetic Turf Conversion
- Stroh Park Synthetic Turf Conversion
- Salisbury Multi-purpose Synthetic Turf Conversion

- Tallman Multi-purpose Synthetic Turf Conversion
- McCabe Meadows Parking Lot Reconstruction

2028

- Salisbury East Playground Renovation

2029

- Reata West Improvements, 2nd Rec Center Planning and Design
- Kinney Creek Trail Planning
- Railbender Playground Renovation

2030

- Reata West Improvements, 2nd Rec Center Construction
- Kinney Creek Trail Construction

2031

- Salisbury West Playground Renovation
- Fieldhouse Parking Lot Reconstruction

2032

- Bar CCC Parking Lot and LED Lights
- Fieldhouse Phase 2 Parking Lot Reconstruction

Open Space Land Acquisition/Scoring Process

The adopted Parker 2035 Master Plan addresses open space issues and incorporates policy recommendations related to open space preservation as follows:

Section 6 – Land Use:

- Goal 1D: Increase the amount of open space using the criteria set forth in the Open Space, Trails and Greenways Master Plan.

Section 12 – Natural Resource Protection:

- Goal 1: Preserve and protect significant natural areas that provide habitat essential for the conservation of plants, animals and their associated ecosystems.

Section 13 – Open Space and Recreation:

- Goal 3: Provide interconnected open space that is integrated into the community; and preserve and protect valued open lands such as natural areas and community separators.
- Goal 3A: Implement the open space goals and strategies adopted in the Open Space, Trails and Greenways Master Plan.

The Town's prior open space preservation efforts were consistent with and have implemented elements of the Parker 2035 Master Plan policy recommendations for open space.

In the Open Space, Trails and Greenways Master Plan (OSTGMP), Town citizens, the Town Council, the Planning Commission and staff worked together to "develop a logical process that was to be used to prioritize which open space parcels to purchase or preserve." From this collaboration, a list of open space qualities that Parker as a community value was developed and articulated into open space goals and strategies to accomplish the values identified. These goals and strategies were then incorporated into the open space acquisition criteria.

The OSTGMP does not specifically call out priority acquisition sites but does have a series of maps that show desirable open space attributes such as wildlife areas, floodplains/steep slopes, and visual resources/viewsheds. The maps are intended to help guide the Town Council, Planning Commission and staff to areas potentially worth preserving or acquiring for parkland.

The evaluation process in the plan called for an index of the high, medium, or low rankings for each of the qualities applicable to the properties.

A scoring matrix was developed utilizing the Open Space, Trails and Greenways Master Plan criteria. The criteria are ranked as high, medium, or low. A high ranking received a three (3), a medium ranking received a two (2) and a low ranking received a one (1). A ranking of all high scores would equate to 114, all medium scores 76, and all low scores 38. Please see the attached example scoring sheet for an open space land acquisition property based on the criteria.

Per the OSTGMP, the evaluation process was not intended to be a precise measurement. There is no maximum number of high responses or a specific score necessary to determine whether to acquire or preserve a property. The rankings are used to evaluate a property's overall value to the open space system and used as a tool to help guide decision-making on open space or parkland acquisitions.

RECOMMENDATION:

This item is for information.

REQUESTED DIRECTION:

This item is for information.

ATTACHMENT:

1. Open Space Land Acquisitions Matrix_Example Property

Property Name and Address: Example Property					
OPEN SPACE ACQUISITION CRITERIA AND RANKING	High (3)	Medium (2)	Low (1)	Total	Notes
SITE CONTEXT					
Does this property contribute to a greenway or larger open space area?	3			3	
Is protecting this property a strategic move to protect a larger area?			1	1	
Should preservation of this property be a priority due to an imminent purchase or development?	3			3	
How compatible is the proposed open space and /or recreational uses of this parcel with the adjacent land uses?	3			3	
			Total	10	
ENVIRONMENTAL/ECOLOGY					
Does the property have special value for wildlife preservation or does it act as a wildlife corridor?	3			3	
Does the acquisition preserve unusual terrain or unique environmental, geological, or ecological features?		2		2	
To what extent does the property provide a buffer to minimize the disruption of ecological processes on already protected land?		2		2	
Will acquisition of this property protect wetlands or other biologically sensitive riparian areas?	3			3	
Are water rights available?		2		2	
What is the potential for habitat restoration?		2		2	
Are there any environmental liabilities or hazards associated with the property? (higher score is better)	3			3	
			Total	17	
SCENIC/AESTHETIC/SENSE OF PLACE					
Does the property provide vistas or scenic views of Mount Evans, Pikes Peak, the Cherry Creek Basin, surrounding bluffs, or other features that contribute to the sense of place that is Parker?	3			3	
Will the acquisition preserve important views from roads, trails, or other prominent public locations?			1	1	
To what extent will the property enhance the quality of life for Town residents and visitors?			1	1	
Does the property serve as a community buffer or separator?		2		2	
Does the property help maintain a sense of agricultural tradition and rural character?		2		2	
			Total	9	
OUTDOOR RECREATION/PUBLIC USE					
What is the potential for public use and outdoor recreation on this property?	3			3	
To what extent does this property provide opportunity to integrate public use into a larger recreation network?	3			3	
What opportunities for outdoor recreation does this property provide?	3			3	Trails, Multi-purpose fields, Court sports, etc.
Are the activities considered appropriate with the ecological, physical and social environment?	3			3	
			Total	12	
HISTORICAL/ARCHAEOLOGICAL					
Does the property contain significant archaeological, historical, or cultural resources?			1	1	
			Total	1	
EDUCATION					
Are there educational opportunities associated with this property?			1	1	
			Total	1	
PUBLIC SUPPORT FACTORS					
Is this a high profile acquisition from the public perspective?		2		2	
Will acquisition of this property serve as a catalyst for other acquisitions?			1	1	
Will acquisition of this property in the manner proposed serve as a positive example for other landowners?			1	1	
Is there a willing seller?	3			3	
Does the project contribute to a balanced open space system based on:				-	

Geographic distribution?	3			3	
Project type?	3			3	
Urgent/immediate demands and long term goals?		2		2	
Population distribution?		2		2	
			Total	17	
PRICE					
Is the price reasonable given current supply and demand and net present value?	3			3	
Is the landowner willing to reduce the cost to the Town for charitable or tax purposes?			1	1	
Are there opportunities for cost sharing?		2		2	
Can the goals of the Town's Open Space Program be achieved with less than fee simple acquisition?			1	1	
Will the property become more expensive of developed if not acquired now?	3			3	
Are the projected annual management and maintenance costs acceptable and reasonable?	3			3	
			Total	13	
			Grand Total	80	
			High Score	114	
			Med. Score	76	
			Low Score	38	

TOWN OF PARKER COUNCIL AGENDA

June 6, 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.

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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

- 2022 Spring Police Department Citizens' Academy Participant Recognition**
- Legend Unified Sports Team Winning Against the Parker Police Department**
- Teen Court Scholarship Recipients**

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 - May 2, 2022 and May 16, 2022*

B. *RESOLUTION NO. 22-036*

A Resolution to Appoint the Chair, Appoint Members and Alternates, and Fill a Vacancy, to the Town of Parker Planning Commission

Department: Community Development, Bryce Matthews

C. *CONTRACTS OVER \$100,000*

1. *Dransfeldt Road Extension - Final Drainage Design*

Amount: \$295,303

Contractor: Muller Engineering Company

Department: Engineering and Public Works, Chris Hudson

2. *2022 Townwide Concrete Replacement Program (CIP22-010)*

Amount: \$511,717.50

Contractor: Stone & Concrete, Inc.

Department: Engineering and Public Works, Danny Smith

3. *Setina Fender Wraps - Pit Guards*

Amount: \$138,342.20

Contractor: LAWS

Department: Police Department, Ron Combs

6. PUBLIC HEARINGS

A. **NEWLIN CROSSING – Sketch and Preliminary Plan**

Applicant: PCS Group

Location: Northeast corner of Mainstreet and Chambers Road

Department: Community Development, BrieAnna Simon

TRAKiT No.: SUB20-041 and SUB20-042

B. **PARKER AUTO PLAZA F2 AMD 3 L1B B2 - AUTO BODY SHOP - Use By Special Review**

Applicant: AutoMart USA
Location: The west side of Ponderosa Drive north of Lincoln Avenue
Department: Community Development, Julia Duncan
TRAKiT No.: Z22-005

C. DOGTOPIA - Use By Special Review

Applicant: Larry Greene
Location: Northeast corner of Dransfeldt Road and Parkglenn Way
Department: Community Development, Carson Byerhof
TRAKiT No.: Z22-002

7. ORDINANCES

A. ORDINANCE NO. 1.561 – Second Reading

A Bill for an Ordinance Conveying Certain Real Property by easement to Parker Water and Sanitation District for a portion of Tract B, Mountain View Senior Center Filing No. 1, Minor Development

Department: Engineering and Public Works, Alex Mestdagh

B. ORDINANCE NO. 5.06.45 – Second Reading

A Bill for an Ordinance to Amend Section 8.07.070 of the Parker Municipal Code Concerning Harassment

Department: Town Attorney, Kelsey Hall

8. PUBLIC COMMENTS CONTINUED IF NECESSARY

9. ADJOURNMENT

TOWN OF PARKER COUNCIL AGENDA

June 27, 2022

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1. TOWN COUNCIL MEETING SCHEDULE

- A. 7:00 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

3. DOWNTOWN BUSINESS ALLIANCE UPDATES

- 4. 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.*

5. REPORTS, ITEMS AND COMMENTS FROM MAYOR AND COUNCIL

6. **CONSENT AGENDA**

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A. *APPROVAL OF MINUTES - June 6, 2022*

B. *ORDINANCE NO. 12.10 - First Reading*

A Bill for an Ordinance to Amend Title 12 of the Parker Municipal Code By the Addition Thereto of a New Chapter 12.01 Concerning the Creation of the Parker Parks, Recreation and Open Space Advisory Commission

Department: Parks, Trails and Open Space, Mary Colton

Second Reading: July 11, 2022

C. *ORDINANCE NO. ____ First Reading*

A Bill for an Ordinance – Challenger Park PD Amendment (title to be provided)

Department: Community Development, Julia Duncan

Second Reading: July 11, 2022

D. *ORDINANCE NO. 9.350 - First Reading*

A Bill for an Ordinance Approving the Intergovernmental Agreement Between the Douglas County Clerk and Recorder and the Town of Parker Regarding the Conduct and Administration of the November 8, 2022, Coordinated Election

Department: Town Attorney, Kristin Hoffmann

Town Clerk, Chris Vanderpool

Second Reading: July 11, 2022

7. **PUBLIC HEARINGS**

8. **ORDINANCES**

9. **PUBLIC COMMENTS CONTINUED IF NECESSARY**

10. **ADJOURNMENT**