



TOWN COUNCIL STUDY SESSION AGENDA
October 24, 2022
5:00 PM

I. Staff/Council Updates

II. Study Session Items

1. Parks Design & Construction Manual Update - Collins, Munekata & Hord Coplan Macht - 30 minutes
2. High Speed Fiber Update - Williams - 30 minutes
3. Parker Task Force Update - Steve Budnack - 30 minutes
4. Proposed 2023 Budget - Brown - 15 minutes

III. Town Council Items



MEMORANDUM

TO: Honorable Mayor and Members of Town Council

FROM: Brett Collins, Projects Administrator
Mary Munekata, Senior Planner

DATE: October 24, 2022

SUBJECT: Parks Design and Construction Manual Project Update

ISSUE:

The Parks Design and Construction Manual Update Project is a follow-up to the 2019 adopted Land Development Ordinance (LDO) standards for parks, trails and open space for new residential development. New and clear design guidelines are needed to supplement and illustrate these newer parks and open space standards. In addition, the Town's current Construction Specifications and Design Considerations for Parks, Trails and Streetscapes manual that provides technical guidance for the design and construction of these improvements is in need of updating. The Community Development and Parks and Recreation Departments are partners in the Project.

FISCAL/BUDGET IMPACT:

None

BACKGROUND:

Parks, Trails and Open Space play a significant role in the Town of Parker residents' quality of life and are a priority of the Town Council. In 2019, the Town updated the LDO regarding parks, trails and open space standards for new residential development. These standards govern the number and type of parks provided, as well as the types of amenities required for new residential development. The standards support the Town's goal of having new residential development incorporate adequate parks and recreational amenities. New design standards are needed to supplement the LDO standards for parks, trails, open space, and streetscapes to assist developers with planning and design while helping them envision a full range of options for meeting Town expectations for quality development.

In addition to the new design standards above, the Town's current *Construction Specifications and Design Considerations for Parks, Trails and Streetscapes* manual that provides the technical guidance for the design and construction of these improvements is in need of updating and will be revised as a part of the Project. It addresses both needs and combines them into a single comprehensive document for the design and construction of parks, trails, open space and streetscapes.

Community Development and Parks and Recreation staff, along with project consultant Hord Coplan Macht, will present an update about the Parks Design and Construction Manual Project. The revised manual will assist staff when working with developers on parks and open space

planning and design by providing clarity about requirements. It will also provide flexibility to support the Town's goal of promoting the highest quality development with amenitized parks in new residential neighborhoods. The manual will provide specific guidance on parks, trails and open space including but not limited to:

- Alignment with the current *Parks, Recreation and Open Space Master Plan*, the *Open Space, Trails and Greenways Master Plan* and the *Parker 2035 Master Plan*
- Clear definitions of parks and park amenities
- Best practices for park/trail site planning and design
- Title II Americans with Disabilities Act Guidelines
- Standard construction specifications and details

As a stand-alone document, the manual will be more easily updated to stay current and enable staff to revise the design standards and technical requirements to incorporate best practices and address community needs as they change over time.

RECOMMENDATION:

Staff requests Town Council input and direction on the project.

REQUESTED DIRECTION:

Staff will update the Town Council on the Parks Design and Construction Manual Project. Staff and the project consultant request Council input and direction on the project.

ATTACHMENT:

None



MEMORANDUM

TO: Honorable Mayor and Members of Town Council
FROM: Tom Williams, Director Eng/PW
DATE: October 24, 2022
SUBJECT: High Speed Fiber Update

ISSUE:

A number of companies have indicated a desire to install fiber optic technology for high speed internet service in Parker. Town staff is working with these companies to minimize the impact on Town right-of-way and private property associated with their fiber installation projects. Staff will be providing Town Council with a presentation that will include general background on the services, installation, agreements, permits and other issues regarding their projects.

FISCAL/BUDGET IMPACT:

No budgetary impact on the Town. The companies will be required to pay for all review, inspection and repair costs associated with their work.

BACKGROUND:

A number of fiber-optic broadband companies have contacted Town staff regarding their desire to provide high speed internet services in Parker. Federal telecommunication laws preempt local land use authorities from preventing these companies from occupying and/or installing their infrastructure in public rights-of-way. Therefore, the Town cannot prohibit or require franchise agreements with these companies who plan to occupy our rights-of-way (streets) with their fiber-optic technology and associated infrastructure. However, the Town does have the ability to require these companies to obtain permits and implement other reasonable measures as part of the installation and maintenance of their infrastructure.

Town staff has been working with the Town Attorneys office and outside legal counsel on the development of a Master License Agreement (MLA) that each company will be required to execute. This MLA will include rules and restrictions associated with the installation of their infrastructure to minimize disturbance and impacts on our community.

Staff will give a presentation which will include general background on the services these companies plan to provide to residents and businesses in Parker. The presentation will also include how the companies are planning to install their infrastructure and some of the associated impacts. Staff will also discuss the MLA and the various restrictions and requirements that will be placed upon the companies to minimize the impact on the community during their installation projects.

RECOMMENDATION:

None

REQUESTED DIRECTION:

None

ATTACHMENT:

None



MEMORANDUM

TO: Honorable Mayor and Members of the Town Council
FROM: Mary Lou Brown, Finance Director
DATE: October 24, 2022
SUBJECT: 2023 Town of Parker Budget

ISSUE:

The 2023 Budget was presented to Town Council during the October 7, 2022 retreat. Town Council had the opportunity to comment or ask questions at the time. Due to the amount of information and data presented, there may be additional thoughts and questions prior to the first public hearing on November 7. This study session topic provides the opportunity to bring those forward and not have to wait an entire month.

FISCAL/BUDGET IMPACT:

Proposed 2023 Budget appropriations total \$169,339,406.

BACKGROUND:

The 2023 Budget was presented to Town Council during the October 7, 2022 retreat. Town Council had the opportunity to comment or ask questions at the time and again during the October 10, 2022 study session. Due to the amount of information and data presented, there may be additional thoughts and questions prior to the first public hearing on November 7. This study session topic provides the opportunity to bring those forward and not have to wait an entire month.

RECOMMENDATION:

The agenda topic provides Town Council members the opportunity to further discuss the 2023 Budget presentation.

REQUESTED DIRECTION:

Finance staff is available to respond to questions and comments related to the 2023 Budget presentation.

ATTACHMENT:

None