



TOWN COUNCIL STUDY SESSION AGENDA
September 11, 2023
5:00 PM

I. Study Session Items

1. Douglas County Housing Partnership Report - Maria Ciano - 15 minutes
2. Parker Cultural and Scientific Committee Report - Glassburn/PCSC Commissioners - 30 minutes
3. Naming Rights Program for Parker Arts - Glassburn - 30 minutes
4. Pilgrims Place Sidewalk Update - Klass, Hudson, Munekata, Feazell - 20 minutes

II. Staff Updates

III. Town Council Updates/Items



MEMORANDUM

TO: Michelle Kivela

FROM: Bryce Matthews, Assistant Director - Planning
John Fussa, Community Development Director

DATE: September 11, 2023

SUBJECT: Douglas County Housing Partnership Report

ISSUE:

The Douglas County Housing Partnership (DCHP) will make their annual report to the Town Council and provide a brief update about the regional Proposition 123 initiative that they discussed with the Council on August 14, 2023.

FISCAL/BUDGET IMPACT:

None

BACKGROUND:

1. The DCHP provides a report to the Town Council each year to update the Council about its activities, programs and projects as they relate to support for and the promotion of affordable housing in Douglas County including the Town of Parker. Their presentation on September 11, 2023 is for annual reporting purposes.
2. The DCHP made a presentation to the Town Council at the August 14th Study Session about the regional Proposition 123 initiative they are working on with the members of the Partnership and the Colorado Department of Local Affairs. The Council indicated its support for the proposal and directed staff to continue working with the DCHP on next steps for implementation. The next steps include a resolution authorizing Town participation that the Town Council would approve prior to November 1, 2023 and an IGA addressing the regional approach by the DCHP and its local government partners.
3. Since the DCHP made a presentation to the Town Council at the August 14th Study session, the following actions have been taken by the Partnership and its local government partners:
 - The City of Lone Tree City Council adopted a resolution on August 15, 2023 authorizing participation in the regional Proposition 123 initiative.
 - The Town of Castle Rock Town Council adopted a resolution on September 5, 2023 authorizing participation in the regional Proposition 123 initiative.
 - The Douglas County Board of County Commissioners has scheduled a resolution on September 12, 2023 authorizing participation in the regional Proposition 123 initiative.
 - The City of Castle Pines City Council has scheduled a resolution on September 12, 2023 authorizing participation in the regional Proposition 123 initiative.
 - The DCHP and Douglas County Attorney's Office have started preparations for an IGA

addressing the regional Proposition 123 initiative.

RECOMMENDATION:

Staff recommends that the Town Council direct the scheduling of a resolution authorizing participation in the regional Proposition 123 initiative at the October 2nd or October 16th Council meeting.

REQUESTED DIRECTION:

1. The DCHP report is for informational purposes only.
2. The Town Council previously directed staff to proceed with next steps for the regional Proposition 123 initiative at the August 14th Study Session. Staff is seeking further direction to prepare a resolution for Town Council that authorizes staff to file a Proposition 123 Commitment on behalf of the Town by November 1, 2023 and to work with other DCHP members to prepare an intergovernmental agreement (IGA) that establishes the parameters of the regional Proposition 123 initiative. The IGA will memorize the commitment of the DCHP and its members to increase affordable housing units and distribute affordable housing credits in excess of the baseline commitments under the Proposition 123 program.

ATTACHMENT:

None



MEMORANDUM

TO: Honorable Mayor and Councilmembers
FROM: Carrie Glassburn, Cultural Director
DATE: September 11, 2023
SUBJECT: Parker Cultural and Scientific Committee Report

ISSUE:

Since the Town Council appoints members of the Parker Cultural and Scientific Commission, the PCSC Commissioners wish to update the Council on some of the projects and programs they are working on with the Parker Arts staff.

FISCAL/BUDGET IMPACT:

The efforts of the Cultural Commission work to increase awareness of Parker Arts' programming, attract new patrons and members, and help qualify for grant funding.

BACKGROUND:

The current Parker and Scientific Commission consists of nine members of the community who advise the Parker Arts staff on potential programming, and assist with the planning and implementation of various community events. The PCSC would like to update the Town Council on their latest accomplishments and upcoming plans.

RECOMMENDATION:

None.

REQUESTED DIRECTION:

None. This presentation is for informational purposes only.

ATTACHMENT:

None



MEMORANDUM

TO: Honorable Mayor and Councilmembers
FROM: Carrie Glassburn, Cultural Director
DATE: September 11, 2023
SUBJECT: Parker Arts Updated Naming Rights Program

ISSUE:

The Cultural Department would like to reinstate a Naming Rights program as an additional fundraising opportunity, but plans to implement new parameters around payments, time limits, and termination rights. Cultural team members will be sharing their proposal with the Town Council in a short presentation.

FISCAL/BUDGET IMPACT:

Reinstating the Naming Rights program will allow the Parker Arts Development team to pursue a potential additional revenue stream.

BACKGROUND:

When the PACE Center first opened, the Cultural staff was tasked with finding ways to raise money for the new building. One of the options they came up with was a Naming Rights program. As a result, in the early years of PACE, several of the facility's rooms were named after various businesses and/or families. At that time, naming rights were exchanged for either cash or in-kind donations (example: advertising space in a magazine). Most of the original contracts have been destroyed per our retention policy, but it appears that the majority of the agreements did not designate an expiration period for the naming rights. Therefore, we must honor the naming rights for the lifetime of the building/space/room, or until either the sponsor or the PACE Center ceases to operate.

Under the new program, the Parker Arts Development team will not allow naming rights to be traded for in-kind transactions, and will accept monetary donations only. These donations could either be run directly through the Town of Parker, or donated to the Greater Parker Foundation. Required contribution amounts for each building/space/room will be established and will be non-negotiable. The Town's right to terminate the agreement will also be outlined. All contracts will be for a specified timeframe, and will expire at the conclusion of that period.

RECOMMENDATION:

The Cultural Department proposes updating the Naming Rights program to require monetary payments only, in return for naming rights of a particular space, with the agreement expiring after a determined period of time.

REQUESTED DIRECTION:

The Cultural Department is asking for the Town Council's direction to move forward with reinstating the Naming Rights program with the proposed changes incorporated.

ATTACHMENT:

None



MEMORANDUM

TO: Honorable Mayor and Councilmembers

FROM: Nathan Klass, Engineering Service Manager
Chris Hudson, Deputy Director of Engineering
Mary Munekata, Senior Planner
Weldy Feazell, PAR & Economic Development Director

DATE: September 11, 2023

SUBJECT: Pilgrims Place Sidewalk Update

ISSUE:

At the July 26, 2021, Town Council Study Session, staff presented information on the public sidewalk issues for a walkway that spans a downtown block from Mainstreet to Pilgrims Place between the Parker Garage and Tailgate Tavern restaurants. Staff plans to apply for a grant through the Colorado Department of Transportation (CDOT) Revitalizing Main Streets Grant Program to assist in funding the enhancements and repairs to this public walkway. At the February 13, 2023, Town Council Study Session staff received direction to advance the project to the 30% design phase and update the cost estimates. Staff has received the 30% design and cost estimates which require some design modifications to keep the project within the budget.

FISCAL/BUDGET IMPACT:

The total remaining estimated cost for the repair and improvement(s) project is \$552,310. The maximum CDOT grant is \$150,000. If the Town were awarded this amount, the estimated cost to the Town would be \$402,310. P3 has set aside \$420,000 in funding for this project, as \$80,000 has already been spent on design costs. This amount would also satisfy the local match requirement of a minimum of 10 percent of the total grant awarded. Note: The cost estimate was developed based on current market conditions. Market conditions continue to be difficult to predict, which may lead to a change in the total estimated cost for this project.

BACKGROUND:

At the February 13, 2023 Study Session, staff provided Town Council with an update on the Pilgrim's Place sidewalk improvement project. At that meeting, staff expressed concerns about the budget and cost estimates being very difficult to predict. Town Council directed staff to proceed with advancing the design to 30% and updating the cost estimate, but to return if there were any budget or cost issues as the project advanced. The 30% design cost estimates provided were approximately \$230,000 over the original budget. Staff reviewed the cost estimates to identify solutions to get this project back within the budget and maintain the priorities of the project. The 30% conceptual improvement plan included decorative panels along the eastern property line to help delineate the public realm from the private realm. The cost estimate review identified the panel system as costing approximately \$208,000. Staff determined the best course of action was to proceed with the project and remove the decorative panel system. The removal of the decorative panel system will allow the project to

proceed and address the mobility and safety issues being addressed with the project including:

- A new wider, uniform, and ADA-compliant multi-use walkway with a straight clear view through the corridor.
- New, improved pedestrian scale lighting for safety, comfort, and nighttime use
- New, improved landscaping for beautification and enhancement.
- Amenities include a bike rack, trash receptacle, and planter boxes.
- Improved drainage for long-term maintenance, safety, and year-round use

The next steps in the project are:

- Advance the design to 100%
- Revise the sidewalk easement to reflect the updated design with the property owners; Parker Garage
- Apply for the CDOT Mainstreet Grant
- Prepare for construction in 2024

RECOMMENDATION:

Staff requests Council's input on the sidewalk improvement plan and direction on moving forward with 100% design and obtaining the modified sidewalk easement.

REQUESTED DIRECTION:

Staff requests Council's input on the sidewalk improvement plan and direction on moving forward with 100% design and obtaining the modified sidewalk easement.

ATTACHMENT:

1. Updated Pilgrims Place Sidewalk Design August 2023

Updated Pilgrims Place Sidewalk Design – August 2023



From Mainstreet looking South



From Pilgrims Place looking North