

**TOWN OF PARKER COUNCIL
MINUTES
MAY 19, 2025**

Mayor Joshua Rivero called the meeting to order at 6:00 p.m. All Councilmembers were present, except for Erik Frandsen and Todd Hendreks.

Town Attorney Jamie Wynn advised that there was one item for discussion in the Executive Session to consider personnel matters, pursuant to C.R.S. § 24-6-402(4)(f) which was the Town Attorney evaluation.

EXECUTIVE SESSION

Brandi Wilks moved and Anne Barrington seconded to enter into Executive Session at 6:00 p.m. to consider personnel matters, pursuant to C.R.S. § 24-6-402(4)(f).

The motion was approved unanimously.

Anne Barrington moved and Brandi Wilks seconded to come out of Executive Session at 6:57 p.m.

The motion was approved unanimously.

COUNCIL UPDATES/WORK SESSION

There was no Work Session.

REGULAR MEETING

Mayor Rivero reconvened the meeting at 7:05 p.m.

Mayor Rivero led the Council and audience in the Pledge of Allegiance.

PUBLIC COMMENTS

There were none.

REPORTS, ITEMS AND COMMENTS FROM MAYOR AND COUNCIL

Each Councilmember reported on meetings and activities they had attended since the last Town Council meeting.

CONSENT AGENDA

A. *APPROVAL OF MINUTES - May 5, 2025*

B. *RESOLUTION NO. 25-033*

A Resolution Setting the Date for Consideration of the Annexation Ordinance for the Parker Professional Park Property for Second Reading on July 7, 2025

Department: Community Development, Stacey Nerger

C. *RESOLUTION NO. 25-034*

A Resolution to Amend Resolution No. 23-038, Series of 2023, to Amend and Readopt the Town of Parker Policy Manual

Department: Town Manager, Michelle Kivela

D. *RESOLUTION NO. 25-035*

A Resolution to Adopt the Town of Parker Elected Officials Guidelines

Department: Town Manager, Michelle Kivela

E. *PROCLAMATION - National Public Works Week*

F. *CONTRACT OVER \$100,000*

1. *Lincoln Avenue/Pine Drive Intersection Improvements (CIP 25-018) Preliminary Engineering – Contract Modification*

Amount: \$76,273.20 (Addition to the Original Contract Amount of \$121,165)

Contractor: Wilson & Company

Department: Engineering and Public Works, Tom Gill

Brandi Wilks moved and Anne Barrington seconded to approve Consent Agenda Items 4A through 4F.

A roll call vote was taken:

Anne Barrington - yes

Brandi Wilks - yes

John Diak - yes

Laura Hefta - yes

The motion was approved unanimously.

ORDINANCES

A. **ORDINANCE NO. 1.646 - Second Reading**

A Bill for an Ordinance Accepting the Conveyance of Real Property From Winter Park Bank Ventures, LLC, for a Parcel Located in Lot 8, Parker Hilltop Town Square 1st Amendment for the Hilltop Road Project

Department: Engineering and Public Works, Patrick Burke

This ordinance was for the approval of the conveyance of real property necessary to construct the Hilltop Road and Parker Road Intersection Improvement Project. This is for the acquisition of 396 square feet of right-of-way at a purchase price of \$13,395.

Public Comments: None.

Brandi Wilks moved and Laura Hefta seconded to approve Ordinance No. 1.646 on second reading.

A roll call vote was taken:

Anne Barrington - yes

Brandi Wilks - yes

John Diak - yes

Laura Hefta - yes

The motion was approved unanimously.

B. ORDINANCE NO. 1.647 - Second Reading

A Bill for an Ordinance to Approve the Memorandum of Agreement by and between the Town of Parker and Robinson Ranch Community Association, Inc., Concerning the Parker Road Sidewalks – East Side Gaps Project

Department: Engineering and Public Works, Patrick Burke

This ordinance was for approval of a Memorandum of Agreement between the Town of Parker and Robinson Ranch Community Association for the conveyance of real property necessary to construct the Parker Road Sidewalk - East Side Gaps Project. This included the acquisition of a permanent easement of 1.14 acres and a temporary construction easement of 1.06 acres for a total cost of \$105,600.

Public Comments: None.

Brandi Wilks moved and Anne Barrington seconded to approve Ordinance No. 1.647 on second reading.

A roll call vote was taken:

Anne Barrington - yes

Brandi Wilks - yes

John Diak - yes

Laura Hefta - yes

The motion was approved unanimously.

C. UNAUTHORIZED CAMPING ON PUBLIC PROPERTY PROHIBITED

Department: Town Attorney, Kelsey Hall

This item updated the Town's existing ordinance regarding unauthorized camping within the Town and approved a resolution adopting a policy for campsite abatement in order to better clarify what conduct is prohibited, to provide guidance to staff as to the steps that need to be taken if someone is illegally camping, and to govern the disposition of property left behind at an illegal campsite.

Public Comments: None.

1. ORDINANCE NO. 5.06.40.2 - Second Reading

A Bill for an Ordinance to Amend Section 8.07.100 of the Parker Municipal Code Concerning Unauthorized Camping on Public Property Prohibited

Brandi Wilks moved and Anne Barrington seconded to approve Ordinance No. 5.06.40.2 on second reading.

A roll call vote was taken:

Anne Barrington - yes

Brandi Wilks - yes

John Diak - yes

Laura Hefta - yes

The motion was approved unanimously.

2. RESOLUTION NO. 25-041

A Resolution to Adopt the Town of Parker Unauthorized Campsite and Personal Property Abatement Policy and Procedure

Laura Hefta moved and Brandi Wilks seconded to approve Resolution No. 25-041.

A roll call vote was taken:

Anne Barrington - yes

Brandi Wilks - yes

John Diak - yes

Laura Hefta - yes

The motion was approved unanimously.

D. ORDINANCE NO. 3.372.4 - Second Reading

A Bill for an Ordinance to Amend Section 13.08.040 of the Parker Municipal Code Concerning Sensitive Lands Avoidance

Department: Town Attorney, Kelsey Hall

This ordinance updated Section 13.08.040 of the Code to ensure that campsites located within the floodplain, which are unlawful in the Town, are abated the same way as other illegal campsites within the Town, pursuant to Section 8.07.100 of the Code.

Public Comments: None.

Brandi Wilks moved and John Diak seconded to approve Ordinance No. 3.372.4 on second reading.

A roll call vote was taken:

Anne Barrington - yes

Brandi Wilks - yes

John Diak - yes

Laura Hefta - yes

The motion was approved unanimously.

CONTRACTS OVER \$500,000**Agreement for Purchase of Goods and Professional Services (Town Hall Expansion Office Furniture RFP 24-023)**

Amount: \$1,500,000
Contractor: Projex, Inc.
Department: Engineering and Public Works, Bob Exstrom

This item was to award a contract (RFP 24-023) with Projex, Inc. for the purchase of new office and ancillary furniture associated with the Town Hall addition and renovation project in the amount of \$1,500,000.

Public Comments: None.

Laura Hefta moved and Brandi Wilks seconded to approve the staff recommendation, as a part of the regular agenda.

A roll call vote was taken:

Anne Barrington - yes

Brandi Wilks - yes

John Diak - yes

Laura Hefta - yes

The motion was approved unanimously.

ADJOURNMENT

Mayor Rivero adjourned the meeting at 8:16 p.m.



Susan L. Irvine, Deputy Town Clerk



Joshua Rivero, Mayor