



CITY OF FORT LUPTON
CITY COUNCIL/ENTERPRISE BOARDS
REGULAR MEETING AGENDA
Tuesday, November 15, 2022
6:00 PM
130 South McKinley Avenue

Zo Hubbard, Mayor
Valerie Blackston, Ward 1
Chris Ceretto, Ward 2
Carlos Barron, Ward 3
David Crespino, Ward 1
Claud Hanes, Ward 2
Bruce Fitzgerald, Ward 3

You may join in person or join remotely by clicking on:
<https://global.gotomeeting.com/join/851983253>

Call to Order

Pledge of Allegiance

Roll Call

Persons to Address Council - This portion of the Agenda is provided to allow members of the audience to present comments to the City Council. The City Council may not respond to your comments this evening, rather they may take your comments and suggestions under advisement or your question may be directed to the appropriate staff member for follow-up. Please limit the time of your comments to three (3) minutes - Mayor Hubbard

Approval of Agenda

Review of Accounts Payables

a. November 15, 2022 Accounts Payable

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 a Councilmember so requests, in which case the item may be removed/moved from the Consent Agenda.

- a. November 1, 2022 City Council Meeting Minutes**
- b. AM 2022-166 Awarding the Bid to OfficeScapes for Furniture for the New Library Facility in the Amount of \$181,073.92 Allocated from the Library Fund.**
- c. AM 2022-167 Awarding the Bid to Shelf Image for Shelving for the New Library Facility in the Amount of \$107,955 Allocated from the Library Fund**
- d. AM 2022-168 Adopting an Ordinance Amending Section 6-32, Classification and Section 6-35, When Fee Due, of the Fort Lupton Municipal Code Regarding Classes of Licenses and Due Date of Fee for Liquor Licensed Businesses**
- e. AM 2022-169 Authorizing the Purchase of Five (5) Motorola Handheld/Portable Radios for the Police Department in the amount of \$21,392.70 Allocated from the Police Equipment Fund**
- f. AM 2022-170 Approving the ProofPoint Renewal in the Amount of \$23,221.69 Allocated from the Information Technology Contractual Services Budget**
- g. AM 2022-173 Approve an Ordinance to Accept Public Right of Way from Lee Keith Hagler and Mandi Brook Hagler for 932.30 feet by 55-feet of the Northern Portion of County Road 22**
- h. AM 2022-174 Approve a Resolution Accepting Community Service Workers' Accident Medical Plan (CSWAMP) for the 2023 Policy Year for an Estimated Amount of \$300.00**
- i. AM 2022-175 Award Retention Bonuses to Remaining Qualifying Employees Across the City Departments**

- j. AM 2022-176 Approve a Resolution to Opt Out Uncompensated Elected and/or Appointed Officials from the Workers' Compensation Policy and Add Them and Other City Volunteers to the Volunteer Accident Medical Plan (VAMP) for the 2023 Policy Year for the Amount of \$303.99

Action Memorandum

- a. AM 2022-171 Increase the Contribution Amounts in the City's 401(a) Money Purchase Retirement Plan for Non-Sworn Police Officer Personnel for Both Employer and Employee From 4.0% to 4.5%
- b. AM 2022-172 Approving the Purchase and Up-Fitting of Two (2) Police Vehicles for a Total of \$122,854.93 Allocated from the General Fund
- c. AM 2022-177 Awarding City Staff Referral Bonuses for Sworn Police Officer Candidates

Staff Reports

Mayor/Council Reports

Future City Events

- a. November 15, 2022 Upcoming Events

Adjourn

Check Report

By Check Number

City of Fort Lupton

Date Range: 11/02/2022 - 11/15/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: Golf Course-Golf Course						
000024	ACE HARDWARE OF FORT LUPTON	11/08/2022	Regular	0.00	47.24	85531
96319	Invoice	11/03/2022	GOLF-SUPPLIES-MAINT	0.00	26.77	
96321	Credit Memo	11/03/2022	GOLF-FASTENERS-MAINT	0.00	-3.50	
96408	Invoice	11/03/2022	GOLF-PARTS-MAINT	0.00	23.97	
000206	CENTURYLINK	11/08/2022	Regular	0.00	57.67	85532
333164407OCT22	Invoice	11/03/2022	GOLF-INTERNET-MAINT	0.00	57.67	
000241	CITY OF FT LUPTON-UTIL INVOICE	11/08/2022	Regular	0.00	5,450.47	85533
110249001 OCT22	Invoice	10/31/2022	Water/Sewer Bill-Golf	0.00	344.37	
110252001 OCT22	Invoice	10/31/2022	Water/Sewer Bill-Golf	0.00	4,946.31	
110252101 OCT22	Invoice	10/31/2022	Water/Sewer Bill-Golf	0.00	115.87	
770214501 OCT22	Invoice	10/31/2022	Water/Sewer Bill-Golf	0.00	43.92	
000307	COMCAST CABLE COMM, LLC	11/08/2022	Regular	0.00	34.27	85534
0025494OCT2022	Invoice	11/03/2022	GOLF-CABLE-PRO SHOP	0.00	34.27	
000361	DBC IRRIGATION SUPPLY	11/08/2022	Regular	0.00	1,144.00	85535
S4796196.004	Invoice	11/03/2022	GOLF-INLET VLAVE-MAINT	0.00	1,144.00	
002723	EAGLE ROCK COMPANY OF COLO	11/08/2022	Regular	0.00	166.50	85536
10169936	Invoice	11/03/2022	GOLF-BEER-PRO SHOP	0.00	163.50	
10186601	Invoice	11/03/2022	GOLF-LIQUOR-PRO SHOP	0.00	3.00	
002175	GROSSEN BART BREWING COMPANY	11/08/2022	Regular	0.00	120.00	85537
22-43	Invoice	11/03/2022	GOLF-BEVERAGES-PRO SHOP	0.00	120.00	
000567	HIGH COUNTRY BEVERAGE CORP	11/08/2022	Regular	0.00	385.90	85538
W-6352671	Invoice	11/03/2022	GOLF-LIQUOR-PRO SHOP	0.00	385.90	
000735	LL JOHNSON DISTRIBUTING	11/08/2022	Regular	0.00	612.65	85539
1888265	Invoice	11/03/2022	GOLF-LINEAR ACTUATOR-MAINT	0.00	612.65	
001913	LUXOTTICA OF AMERICA, INC	11/08/2022	Regular	0.00	520.10	85540
5913258031	Invoice	11/03/2022	GOLF-MERCHANDISE-PRO SHOP	0.00	48.51	
6913297712	Invoice	11/03/2022	GOLF-TINCAN FLAG-PRO SHOP	0.00	471.59	
000795	MILE HIGH TURFGRASS, LLC	11/08/2022	Regular	0.00	372.00	85541
9913	Invoice	11/03/2022	GOLF-SUPPLIES-MAINT	0.00	372.00	
000991	SCNS SPORTS FOODS INC	11/08/2022	Regular	0.00	70.40	85542
182972	Invoice	11/03/2022	GOLF-SNACKS-PRO SHOP	0.00	70.40	
001052	SWIRE COCA-COLA, USA	11/08/2022	Regular	0.00	289.85	85543
24908203019	Invoice	11/03/2022	GOLF-SODA-PRO SHOP	0.00	289.85	
001895	TERMINIX	11/08/2022	Regular	0.00	152.00	85544
426177404	Invoice	11/03/2022	GOLF-PEST CONTROL-PRO SHOP	0.00	152.00	
001207	WESTERN DISTRIBUTING INC	11/08/2022	Regular	0.00	300.00	85545
717439	Invoice	11/03/2022	GOLF-PARTS-PRO SHOP	0.00	300.00	
001594	WILBUR-ELLIS COMPANY LLC	11/08/2022	Regular	0.00	200.00	85546
15405919	Invoice	11/03/2022	GOLF-HUMIC ACID-MAINT	0.00	200.00	
000024	ACE HARDWARE OF FORT LUPTON	11/10/2022	Regular	0.00	94.08	85547
96339	Invoice	10/26/2022	GOLF-PAINT-MAINT	0.00	51.74	
96438	Credit Memo	11/02/2022	GOLF-BOOT LACE-MAINT	0.00	-0.20	

Check Report

Date Range: 11/02/2022 - 11/15/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
96461	Invoice	11/03/2022	GOLF-FASTENERS-MAINT	0.00	2.58	
96501	Invoice	11/07/2022	GOLF-BATTERIES-MAINT	0.00	39.96	
000974	ALARM DETECTION SYSTEMS, INC.	11/10/2022	Regular	0.00	146.00	85548
870192-1071	Invoice	11/06/2022	GOLF-SECURITY MONITORING	0.00	146.00	
001293	AMAZON.COM	11/10/2022	Regular	0.00	268.24	85549
1KTW-RTWX-7JPT	Invoice	11/05/2022	GOLF-SUPPLIES	0.00	268.24	
000239	CITY OF FORT LUPTON	11/10/2022	Regular	0.00	77,494.43	85550
FIN2022188	Invoice	11/01/2022	GOLF-STANDARD INV JUL22	0.00	208.36	
FIN2022200	Invoice	11/01/2022	GOLF-REIMBURSE COMCAST INV 148662078	0.00	165.08	
FIN2022232	Invoice	11/01/2022	GOLF-PAYROLL EXPENSE 7/9-7/22/22 PAID 7...	0.00	39,733.31	
FIN2022297	Invoice	11/01/2022	GOLF-REIMBURSE COMDATA MISSED CHAR...	0.00	1,283.97	
FIN2022308	Invoice	11/01/2022	GOLF-PAYROLL EXPENSE 9/17-9/30/22 PAID ...	0.00	35,863.22	
FIN2022327	Invoice	11/08/2022	GOLF-REIMBURSE VERIZON INV 9919175726	0.00	205.72	
FIN2022330	Invoice	11/08/2022	GOLF-POSTAGE USED IN SEP22-PRO SHOP	0.00	34.77	
003163	ECLIPSE GLASS AND MIRROR	11/10/2022	Regular	0.00	1,400.00	85551
2417	Invoice	11/07/2022	GOLF-GLASS REPLACEMENT	0.00	1,400.00	
000461	FERRELLGAS LP	11/10/2022	Regular	0.00	2,480.22	85552
1118890601	Invoice	11/01/2022	GOLF-PROPANE-MAINT	0.00	2,480.22	
000512	FUZION FIELD SERVICES LLC	11/10/2022	Regular	0.00	266.20	85553
263043	Invoice	11/03/2022	GOLF-PORTABLE RESTROOM SERVICE-MAINT	0.00	266.20	
000536	GOLF AND SPORT SOLUTIONS LLC	11/10/2022	Regular	0.00	583.18	85554
42317	Invoice	11/01/2022	GOLF-BUNKER SAND-MAINT	0.00	583.18	
000567	HIGH COUNTRY BEVERAGE CORP	11/10/2022	Regular	0.00	394.45	85555
W-6357271	Invoice	11/07/2022	GOLF-BEVERAGES-PRO SHOP	0.00	394.45	
001913	LUXOTTICA OF AMERICA, INC	11/10/2022	Regular	0.00	532.30	85556
6913347173	Invoice	11/01/2022	GOLF-MERCHANDISE-PRO SHOP	0.00	532.30	
000999	SHAMROCK FOODS COMPANY	11/10/2022	Regular	0.00	1,608.51	85557
26614056	Invoice	11/03/2022	GOLF-FOOD/PACKAGING-PRO SHOP	0.00	1,608.51	
001052	SWIRE COCA-COLA, USA	11/10/2022	Regular	0.00	53.40	85558
24907201979	Invoice	11/04/2022	GOLF-BEVERAGES-PRO SHOP	0.00	53.40	
001137	UNITED POWER	11/10/2022	Regular	0.00	3,444.02	85559
1194602 NOV22	Invoice	11/03/2022	United Power	0.00	592.12	
1195001 NOV22	Invoice	11/03/2022	United Power	0.00	2,662.17	
1195701 NOV22	Invoice	11/03/2022	United Power	0.00	141.47	
19595600 NOV22	Invoice	11/03/2022	United Power	0.00	25.07	
6601202 NOV22	Invoice	11/03/2022	United Power	0.00	23.19	

Bank Code Golf Course Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	49	29	0.00	98,688.08
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	49	29	0.00	98,688.08

Check Report

Date Range: 11/02/2022 - 11/15/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: Pooled Cash-Pooled Cash						
000604	INTERNATIONAL CODE COUNCIL	11/07/2022	Regular	0.00	-287.00	72420
000975	TRINITY SCS IN	11/07/2022	Regular	0.00	-262.02	72441
003160	UNITEDHEALTHCARE INSURANCE COMPANY	11/04/2022	Regular	0.00	90,185.76	72541
0001	Invoice	11/04/2022	GF-HEALTH INS DEPOSIT JAN23	0.00	90,185.76	
001301	AAA AUTO PARTS INC	11/08/2022	Regular	0.00	227.69	72542
151585	Invoice	11/02/2022	GF-HOSE FITTINGS-U19-STREETS	0.00	82.44	
153428	Invoice	11/03/2022	GF-FUSE-STREET	0.00	11.94	
153636	Invoice	11/02/2022	GF-AIR FILTER-STREETS	0.00	48.72	
154115	Invoice	11/03/2022	GF-FUEL FILTER-STREETS	0.00	24.00	
155248	Invoice	11/02/2022	GF-REDUCER SLEV-PARKS	0.00	38.01	
155754	Invoice	11/01/2022	GF-GL BLACK-STREETS	0.00	22.58	
000031	ADAMSON POLICE PRODUCTS	11/08/2022	Regular	0.00	762.00	72543
INV386218	Invoice	11/02/2022	GF-UNIFORMS-PD	0.00	762.00	
000034	ADT SECURITY SYSTEM	11/08/2022	Regular	0.00	138.95	72544
50576495 OCT22	Invoice	11/02/2022	REC-SECURITY MONTURING	0.00	138.95	
001820	BADGER METER	11/08/2022	Regular	0.00	2,036.70	72545
80111363	Invoice	11/03/2022	UF-METER SUPPLIES-W LINES	0.00	2,036.70	
002600	BEARCOM	11/08/2022	Regular	0.00	500.00	72546
5455588	Invoice	11/02/2022	GF-EQUIPMENT REPAIR-PD	0.00	500.00	
000136	BG'S JAPANESE DESIGNS	11/08/2022	Regular	0.00	96.00	72547
6344A	Invoice	11/02/2022	GF-BADGES-PD	0.00	96.00	
002853	BUCKEYE CLEANING CENTER	11/08/2022	Regular	0.00	1,644.70	72548
90453659	Invoice	11/02/2022	GF-JANITORIAL SUPPLIES-B&G	0.00	1,277.05	
90454692	Invoice	11/02/2022	CPR-JANITORIAL SUPPLIES-COM CTR	0.00	367.65	
001908	CENTURA HEALTH	11/08/2022	Regular	0.00	600.00	72549
700002432	Invoice	11/02/2022	GF-FORENSIC EXAM-PD	0.00	600.00	
000241	CITY OF FT LUPTON-UTIL INVOICE	11/08/2022	Regular	0.00	45,224.61	72550
110035001 OCT22	Invoice	10/31/2022	Water/Sewer Bill-City	0.00	1,547.95	
110221001 OCT22	Invoice	10/31/2022	Water/Sewer Bill-City	0.00	343.75	
110222001 OCT22	Invoice	10/31/2022	Water/Sewer Bill-City	0.00	446.35	
110251001 OCT22	Invoice	10/31/2022	Water/Sewer Bill-City	0.00	838.23	
330025001 OCT22	Invoice	10/31/2022	Water/Sewer Bill-City	0.00	167.65	
330031001 OCT22	Invoice	10/31/2022	Water/Sewer Bill-City	0.00	1,147.45	
330045001 OCT22	Invoice	10/31/2022	Water/Sewer Bill-City	0.00	179.24	
330166001 OCT22	Invoice	10/31/2022	Water/Sewer Bill-City	0.00	241.10	
330920000 OCT22	Invoice	10/31/2022	Water/Sewer Bill-City	0.00	34.66	
550055501 OCT22	Invoice	10/31/2022	Water/Sewer Bill-City	0.00	159.67	
550057001 OCT22	Invoice	10/31/2022	Water/Sewer Bill-City	0.00	528.32	
550057601 OCT22	Invoice	10/31/2022	Water/Sewer Bill-City	0.00	2,376.92	
550057701 OCT22	Invoice	10/31/2022	Water/Sewer Bill-City	0.00	17,771.86	
660092001 OCT22	Invoice	10/31/2022	Water/Sewer Bill-City	0.00	350.05	
770109501 OCT22	Invoice	10/31/2022	Water/Sewer Bill-City	0.00	34.65	
770116501 OCT22	Invoice	10/31/2022	Water/Sewer Bill-City	0.00	714.68	
770229001 OCT22	Invoice	10/31/2022	Water/Sewer Bill-City	0.00	306.25	
770229501 OCT22	Invoice	10/31/2022	Water/Sewer Bill-City	0.00	1,646.52	
770229601 OCT22	Invoice	10/31/2022	Water/Sewer Bill-City	0.00	39.72	
770231101 OCT22	Invoice	10/31/2022	Water/Sewer Bill-City	0.00	145.28	
990004001 OCT22	Invoice	10/31/2022	Water/Sewer Bill-City	0.00	96.16	
990004101 OCT22	Invoice	10/31/2022	Water/Sewer Bill-City	0.00	92.26	
990005001 OCT22	Invoice	10/31/2022	Water/Sewer Bill-City	0.00	264.13	
990006001 OCT22	Invoice	10/31/2022	Water/Sewer Bill-City	0.00	167.06	
990007001 OCT22	Invoice	10/31/2022	Water/Sewer Bill-City	0.00	290.66	
990008001 OCT22	Invoice	10/31/2022	Water/Sewer Bill-City	0.00	87.90	

Check Report

Date Range: 11/02/2022 - 11/15/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
990132001 OCT22	Invoice	10/31/2022	Water/Sewer Bill-City	0.00	14,954.35	
999910000 OCT22	Invoice	10/31/2022	Water/Sewer Bill-City	0.00	251.79	
	Void		11/08/2022 Regular	0.00	0.00	72551
000247	CLIFTONLARSONALLEN LLP		11/08/2022 Regular	0.00	283.50	72552
3429722	Invoice	11/03/2022	GF-GAXB87 Implementation Services-Finance	0.00	283.50	
000268	COLORADO ANALYTICAL LAB		11/08/2022 Regular	0.00	240.00	72553
221003058	Invoice	11/02/2022	UF-WATER DRINKING-W LINES	0.00	48.00	
221005041	Invoice	11/02/2022	UF-DRINKING WATER-W LINES	0.00	48.00	
221010047	Invoice	11/02/2022	UF-DRINKING WATER-W LINES	0.00	48.00	
221013117	Invoice	11/02/2022	UF-DRINKING WATER-W LINES	0.00	48.00	
221025013	Invoice	11/02/2022	UF-DRINKING WATER-W LINES	0.00	48.00	
000307	COMCAST CABLE COMM, LLC		11/08/2022 Regular	0.00	264.25	72554
0117309OCT22	Invoice	11/02/2022	REC-CABLE	0.00	264.25	
001517	CORE&MAIN LP		11/08/2022 Regular	0.00	2,109.77	72555
R088740	Invoice	11/02/2022	UF-SUPPLIES-W LINES	0.00	1,140.20	
R181679	Credit Memo	11/02/2022	UF-PARTS-W LINES	0.00	-578.04	
R320084	Invoice	11/02/2022	UF-PARTS-W LINE	0.00	358.70	
R576369	Invoice	11/02/2022	UF-REPAIR PARTS-W LINES	0.00	868.91	
R653783	Invoice	11/02/2022	CEM-CEMETERY SUPPLIES	0.00	320.00	
002961	DHM DESIGN CORPORATION		11/08/2022 Regular	0.00	11,272.50	72556
45527	Invoice	11/03/2022	GF- Splash Park Full Design -Parks	0.00	11,272.50	
002899	DIG DEEP RESEARCH, LLC		11/08/2022 Regular	0.00	5,000.00	72557
1900	Invoice	11/03/2022	GF-Grant Research Services-Misc	0.00	5,000.00	
000436	ENVIROTECH SERVICES, INC		11/08/2022 Regular	0.00	2,611.00	72558
CD202300076	Invoice	11/02/2022	SSTX-ICE SLICER-STREETS	0.00	1,301.00	
CD20300077	Invoice	11/02/2022	SSTX-ICE SLICER-STREETS	0.00	1,310.00	
000455	FASTENAL COMPANY 01COFTL		11/08/2022 Regular	0.00	54.56	72559
COFTL189686	Invoice	11/02/2022	UF-OIL CAN-W LINES	0.00	26.98	
COFTL190043	Invoice	11/03/2022	GF-PARTS U#8-STREETS	0.00	27.58	
002222	GREELEY LOCK & KEY		11/08/2022 Regular	0.00	21,623.11	72560
0000016319	Invoice	11/03/2022	Final door closures and push arms	0.00	11,745.50	
0000018567	Invoice	11/24/2022	Door access for new doors into city admin	0.00	9,598.61	
0000019197	Invoice	11/02/2022	REC-REPAIR READER	0.00	279.00	
003158	KYLE CROSBY		11/08/2022 Regular	0.00	475.00	72561
2007058.	Invoice	11/02/2022	REC-BASKETBALL REFUND	0.00	475.00	
000698	L.G. EVERIST, INC		11/08/2022 Regular	0.00	998.81	72562
621056	Invoice	11/02/2022	UF-SQUEEGEE-W LINES	0.00	313.39	
621057	Invoice	10/06/2022	SSTX-ICE SLICE/SAND-STREETS	0.00	685.42	
000745	LOUIS A GRESH		11/08/2022 Regular	0.00	1,500.00	72563
OCT22	Invoice	11/02/2022	GF-ARRAIGNMENT DOCKET-COURT	0.00	1,500.00	
000811	MOTOROLA SOLUTIONS		11/08/2022 Regular	0.00	22,440.48	72564
8281473133	Invoice	11/03/2022	GF-MOBILE RADIOS (4)-PD	0.00	22,440.48	
000865	OFFICE DEPOT		11/08/2022 Regular	0.00	44.58	72565
266770294001	Invoice	11/02/2022	GF-OFFICE SUPPLIES	0.00	44.58	
000862	O'REILLY AUTO PARTS		11/08/2022 Regular	0.00	222.88	72566
4489-410530	Invoice	11/03/2022	GF-TOOLS-PW SHOP	0.00	28.99	
4489-412147	Invoice	11/03/2022	GF-PARTS #04-#09-STREETS	0.00	21.98	
4489-414030	Invoice	10/19/2022	GF-BATTERY-STREETS	0.00	171.91	
000932	R & M SERVICES		11/08/2022 Regular	0.00	10.00	72567

Check Report

Date Range: 11/02/2022 - 11/15/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
10693	Invoice	11/02/2022	GF-TIRE REPAIR-CITY ADM	0.00	10.00	
003150	REDI SERVICES, LLC	11/08/2022	Regular	0.00	195.00	72568
192984	Invoice	11/02/2022	GF-PORTABLE RESTROOM SERVICE--COM EV...	0.00	195.00	
001040	STERICYCLE	11/08/2022	Regular	0.00	30.00	72569
8002706783	Invoice	10/31/2022	GF-SHREDDING SERVICES-CITY CL	0.00	30.00	
001040	STERICYCLE	11/08/2022	Regular	0.00	63.89	72570
3006211260	Invoice	11/02/2022	REC-BIO HAZZARD-	0.00	63.89	
002967	SYNERGETIC STAFFING LLC	11/08/2022	Regular	0.00	823.36	72571
21011099	Invoice	11/02/2022	GF-A. ROMERO TEMP LABOR-PARKS	0.00	823.36	
001105	TOSHIBA FINANCIAL SERVICES	11/08/2022	Regular	0.00	283.52	72572
485271589	Invoice	11/04/2022	GF-BSMT COPIER LEASE-IT	0.00	283.52	
002084	UNITED SITE SERVICES	11/08/2022	Regular	0.00	1,271.41	72573
114-13310819	Invoice	11/03/2022	GF-PORTA POTTIES-PARKS	0.00	338.75	
INV-00873742	Invoice	11/03/2022	GF-PORTA POTTIES-PARKS	0.00	131.65	
INV-00946799	Invoice	11/03/2022	GF-PORTA POTTIE-PARKS	0.00	131.65	
INV-00964841	Invoice	11/03/2022	CPR-HAND SANI REFILL-COM CTR	0.00	669.36	
001147	USA BLUE BOOK	11/08/2022	Regular	0.00	496.21	72574
143832	Invoice	11/14/2022	UF-PILOT GAUGE-W LINES	0.00	180.00	
144248	Invoice	11/02/2022	UF-SUPPLIES-W LINES	0.00	316.21	
001149	UTILITY NOTIFICATION CENTER	11/08/2022	Regular	0.00	491.40	72575
222100614	Invoice	11/02/2022	SSTX-OCT22 RTL TRANSMISSIONS-STREETS	0.00	491.40	
001156	VERIZON WIRELESS SVCS LLC	11/08/2022	Regular	0.00	4,560.82	72576
9919175726	Invoice	10/26/2022	Verizon Bill	0.00	4,560.82	
003142	VORTEX USA INC.	11/08/2022	Regular	0.00	77,234.39	72577
DEP01	Invoice	11/03/2022	GF-SPLASHPAD MECH EQUIPMENT & PLAY F...	0.00	77,234.39	
001963	WASTE CONNECTIONS OF COLO, INC	11/08/2022	Regular	0.00	1,127.71	72578
5311-1187327	Invoice	11/02/2022	GF-OCT22 TRASH SERVICE-FAC	0.00	132.31	
5311-1187330	Invoice	11/01/2022	CPR-OCT22 TRASH SERVICE-COM CTR	0.00	342.31	
5311-31172871	Invoice	11/02/2022	UF-OCT22 TRASH SERVICE-UB	0.00	283.95	
5311-31174336	Invoice	11/02/2022	GF-OCT22 TRASH SERVICE-PW SHOP	0.00	191.88	
5311-31174339	Invoice	11/02/2022	CEM-OCT22 TRASH SERVICE	0.00	65.08	
5311-31174340	Invoice	11/02/2022	GF-OCT22 TRASH SERVICE-PARKS	0.00	112.18	
001224	XCEL ENERGY-GAS	11/08/2022	Regular	0.00	446.63	72579
802417422	Invoice	10/31/2022	Xcel Gas Bill	0.00	446.63	
000031	ADAMSON POLICE PRODUCTS	11/10/2022	Regular	0.00	12.95	72580
INV386522	Invoice	11/01/2022	GF-UNIFORMS-PD	0.00	12.95	
001293	AMAZON.COM	11/10/2022	Regular	0.00	3,158.73	72581
1DCX-RJ7Y-7NPP	Invoice	11/05/2022	GF-LOOP DETECTOR-PW SHOP	0.00	244.82	
1DN9-4PRK-917M	Invoice	11/05/2022	GF-EVENT SUPPLIES/GIFTS-EVENTS	0.00	2,205.96	
1Q44-XKRW-6PFP	Invoice	11/09/2022	Amazon	0.00	566.16	
1XRF-66X9-MJ4X	Invoice	11/05/2022	GF-OFFICE SUPPLIES-PD REC	0.00	141.79	
003162	ASHLEY MOSES	11/10/2022	Regular	0.00	200.00	72582
2007068/2007067	Invoice	11/04/2022	REC-SWIM LESSON REFUND	0.00	200.00	
000108	AUSMUS LAW FIRM PC	11/10/2022	Regular	0.00	1,800.00	72583
7841	Invoice	11/04/2022	GF-PROSECUTION SERVICES-COURT	0.00	1,800.00	
001918	AXON ENTERPRISES INC	11/10/2022	Regular	0.00	14,259.81	72584
INUS051793	Invoice	11/01/2022	Axon Fleet	0.00	14,259.81	
000167	BRIGHTON FORD INC	11/10/2022	Regular	0.00	190.75	72585

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Date Range: 11/02/2022 - 11/15/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
344043	Invoice	11/01/2022	GF-VEHICLE REPAIR-PD	0.00	190.75	
002853	BUCKEY CLEANING CENTER	11/10/2022	Regular	0.00	271.35	72586
90439696	Invoice	11/01/2022	CPR-JANITORIAL SUPPLIES-COM CTR	0.00	271.35	
001908	CENTURA HEALTH	11/10/2022	Regular	0.00	42.05	72587
101922	Invoice	11/01/2022	GF-VENIPUNCTURES-PD	0.00	42.05	
000232	CIRSA	11/10/2022	Regular	0.00	1,000.00	72588
221984	Invoice	11/07/2022	GF-PC6018109-1 DEDUCTICLE-MISC	0.00	1,000.00	
000247	CLIFTONLARSONALLEN LLP	11/10/2022	Regular	0.00	850.50	72589
3475249	Invoice	11/04/2022	GF-GAXB87 Implementation Services-Finance	0.00	850.50	
002651	COLORADO COMMUNITY MEDIA	11/10/2022	Regular	0.00	299.00	72590
71918	Invoice	11/11/2022	GF-ADVERTISEMENT-CITY CL	0.00	299.00	
000296	COLORADO MUNICIPAL LEAGUE	11/10/2022	Regular	0.00	6,553.00	72591
110122	Invoice	11/01/2022	GF-MEMBERSHIP DUES-LEGIS	0.00	6,553.00	
000307	COMCAST CABLE COMM, LLC	11/10/2022	Regular	0.00	501.14	72592
0116038 NOV22	Invoice	11/07/2022	REC-NOV22 PHONE SERVICE	0.00	174.61	
0124495 NOV22	Invoice	11/01/2022	CPR-CABLE-COM CTR	0.00	140.69	
0147405 NOV22	Invoice	11/01/2022	CPR-INTERNET/PHONE-MUSEUM	0.00	185.84	
003161	ESMERELDA HERNANDEZ	11/10/2022	Regular	0.00	135.00	72593
2007064	Invoice	11/03/2022	REC-POOL PARTY REFUND	0.00	135.00	
000454	FARIS MACHINERY COMPANY	11/10/2022	Regular	0.00	8,213.19	72594
W61683	Invoice	11/01/2022	Jet-Vac Repairs	0.00	8,213.19	
002568	FORT LUPTON CAR WASH	11/10/2022	Regular	0.00	371.00	72595
425	Invoice	11/01/2022	GF-CAR WASHES-PD	0.00	371.00	
000526	GERARDO CONCRETE	11/10/2022	Regular	0.00	19,920.00	72596
101922-1	Invoice	11/01/2022	Pearson Dugouts - Footers	0.00	11,960.00	
101922-2	Invoice	11/01/2022	Pearson Dugouts - Green & Yellow Field	0.00	7,960.00	
000546	GREEN MILL SPORTSMAN'S CLUB	11/10/2022	Regular	0.00	150.00	72597
110	Invoice	11/04/2022	GF-RANGE USE-PD	0.00	150.00	
002674	HAYES POZNANOVIC KORVER, LLC	11/10/2022	Regular	0.00	4,906.50	72598
46875	Invoice	11/04/2022	WST-OCT22 LEGAL FEES-WATER	0.00	4,906.50	
002008	INTERSTATE FORD LLP	11/10/2022	Regular	0.00	4,892.38	72599
925731	Invoice	11/07/2022	GF-VEHICLE REPAIR-PARKS	0.00	4,892.38	
003101	LANGUAGELINE SOLUTIONS	11/10/2022	Regular	0.00	89.38	72600
10664373	Invoice	11/01/2022	GF-INTERPRETER SERVICE-PD	0.00	89.38	
000720	LEXIPOL LLC	11/10/2022	Regular	0.00	4,887.21	72601
INVLEX13015	Invoice	11/01/2022	GF-TRAINING/BULLETINS-PD	0.00	4,887.21	
000735	LL JOHNSON DISTRIBUTING	11/10/2022	Regular	0.00	459.18	72602
1146924-00	Invoice	11/01/2022	GF-ICE MELT-PARKS	0.00	459.18	
000869	OPERATIONS MANAGEMENT INT	11/10/2022	Regular	0.00	123,747.00	72603
351230-23-12	Invoice	12/01/2022	OMI Monthly Allocations	0.00	123,747.00	
000897	PETTY CASH-REC CTR	11/10/2022	Regular	0.00	174.85	72604
110422	Invoice	11/04/2022	GF-PETTY CASH REIMBURSEMENT-EVENTS	0.00	174.85	
000901	PLAINS EAST MECHANICAL SERVICES LLC	11/10/2022	Regular	0.00	170.00	72605
3567-1140	Invoice	11/01/2022	CPR-BALL FIELD WATER PRESSURE REPAIR-A...	0.00	170.00	
002265	QUADIENT FINANCE USA INC	11/10/2022	Regular	0.00	321.00	72606

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Date Range: 11/02/2022 - 11/15/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
7446 OCT22	Invoice	11/01/2022	GF-SEP22 POSTAGE RECHARGE	0.00	321.00	
000932	R & M SERVICES	11/10/2022	Regular	0.00	709.30	72607
10690	Invoice	11/01/2022	GF-VEHICLE MAINTENANCE-PD	0.00	82.62	
10691	Invoice	11/01/2022	GF-VEHICLE MAINTENANCE-PD	0.00	77.63	
10692	Invoice	11/01/2022	GF-VEHICLE MAINTENANCE-CODE	0.00	56.14	
10694	Invoice	11/01/2022	GF-VEHICLE MAINTENANCE-CODE	0.00	111.87	
10696	Invoice	11/01/2022	GF-VEHICLE MAINTENANCE-PD	0.00	145.02	
10697	Invoice	11/01/2022	GF-VEHICLE MAINTENANCE-PD	0.00	10.00	
10698	Invoice	11/01/2022	GF-VEHICLE MAINTENANCE-PD	0.00	56.90	
10699	Invoice	11/01/2022	GF-VEHICLE MAINTENANCE-PD	0.00	87.12	
10700	Invoice	11/01/2022	GF-VEHICLE MAINTENANCE-PD	0.00	10.00	
10701	Invoice	11/01/2022	GF-VEHICLE MAINTENANCE-PD	0.00	72.00	
003150	REDI SERVICES, LLC	11/10/2022	Regular	0.00	1,040.00	72608
0000015953	Invoice	11/01/2022	GF-PORTABLE RESTROOM SERVICE-PARKS	0.00	280.00	
0000015954	Invoice	11/01/2022	GF-PORTABLE RESTROOM SERVICE-PARKS	0.00	120.00	
0000015955	Invoice	11/01/2022	CEM-PORTABLE RESTROOM SERVICE	0.00	120.00	
0000015956	Invoice	11/01/2022	CPR-PORTABLE RESTROOM SERVICE-COM C...	0.00	280.00	
0000015957	Invoice	11/01/2022	GF-PORTABLE RESTROOM SERVICE-PARKS	0.00	120.00	
0000015958	Invoice	11/01/2022	GF-PORTABLE RESTROOM SERVICE-PARKS	0.00	120.00	
002659	TAIT & ASSOCIATES, INC.	11/10/2022	Regular	0.00	3,330.00	72609
153102	Invoice	11/07/2022	SST-AM2021-204 Engineer Harrison 1st-9th-...	0.00	3,330.00	
001101	TODD HODGES DESIGN, LLC	11/10/2022	Regular	0.00	10,435.00	72610
3469	Invoice	11/07/2022	GF-PLANNING SRVCS 10/24-11/6/22-PLANN...	0.00	10,435.00	
001137	UNITED POWER	11/10/2022	Regular	0.00	34,639.95	72611
10553102 NOV22	Invoice	11/03/2022	United Power	0.00	22.45	
1195501 NOV22	Invoice	11/03/2022	United Power	0.00	3,275.66	
1195603 NOV22	Invoice	11/03/2022	United Power	0.00	53.01	
1196401 NOV22	Invoice	11/03/2022	United Power	0.00	33.82	
1207701 NOV22	Invoice	11/03/2022	United Power	0.00	21.05	
1223101 NOV22	Invoice	11/03/2022	United Power	0.00	20.00	
1240301 NOV22	Invoice	11/03/2022	United Power	0.00	121.04	
1241801 NOV22	Invoice	11/03/2022	United Power	0.00	1,239.81	
1241903 NOV22	Invoice	11/03/2022	United Power	0.00	136.42	
1276101 NOV22	Invoice	11/03/2022	United Power	0.00	256.88	
1279801 NOV22	Invoice	11/03/2022	United Power	0.00	24.72	
1295501 NOV22	Invoice	11/03/2022	United Power	0.00	63.65	
1296101 NOV22	Invoice	11/03/2022	United Power	0.00	396.44	
1299501 NOV22	Invoice	11/03/2022	United Power	0.00	112.00	
1302801 NOV22	Invoice	11/03/2022	United Power	0.00	1,674.14	
1302901 NOV22	Invoice	11/03/2022	United Power	0.00	124.39	
1316801 NOV22	Invoice	11/03/2022	United Power	0.00	517.18	
1322501 NOV22	Invoice	11/03/2022	United Power	0.00	5,016.64	
1360303 NOV22	Invoice	11/03/2022	United Power	0.00	46.52	
13842400 NOV22	Invoice	11/03/2022	United Power	0.00	51.32	
14427100 NOV22	Invoice	11/03/2022	United Power	0.00	119.72	
15232500 NOV22	Invoice	11/03/2022	United Power	0.00	22.36	
17149700 NOV22	Invoice	11/03/2022	United Power	0.00	58.34	
17761600 NOV22	Invoice	11/03/2022	United Power	0.00	20.02	
17868800 NOV22	Invoice	11/03/2022	United Power	0.00	20.00	
18057500 NOV22	Invoice	11/03/2022	United Power	0.00	528.87	
18498400 NOV22	Invoice	11/03/2022	United Power	0.00	249.55	
18762100 NOV22	Invoice	11/03/2022	United Power	0.00	41.75	
19545100 NOV22	Invoice	11/03/2022	United Power	0.00	388.79	
20040100NOV22	Invoice	11/03/2022	United Power	0.00	216.76	
21675200 NOV22	Invoice	11/03/2022	United Power	0.00	142.09	
21675300 NOV22	Invoice	11/03/2022	United Power	0.00	83.45	

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Date Range: 11/02/2022 - 11/15/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
22185901 NOV22	Invoice	11/03/2022	United Power	0.00	20.24	
3399301 NOV22	Invoice	11/03/2022	United Power	0.00	52.13	
6612303 NOV22	Invoice	11/03/2022	United Power	0.00	21.07	
6779701 NOV22	Invoice	11/03/2022	United Power	0.00	6,811.79	
704901 NOV22	Invoice	11/03/2022	United Power	0.00	7,174.89	
7225800 NOV22	Invoice	11/03/2022	United Power	0.00	20.08	
726705 NOV22	Invoice	11/03/2022	United Power	0.00	20.00	
7280200 NOV22	Invoice	11/03/2022	United Power	0.00	21.58	
733101 NOV22	Invoice	11/03/2022	United Power	0.00	202.36	
762901 NOV22	Invoice	11/03/2022	United Power	0.00	45.60	
803908 NOV22	Invoice	11/03/2022	United Power	0.00	4,614.66	
8976200 NOV22	Invoice	11/03/2022	United Power	0.00	536.71	
	Void	11/10/2022	Regular	0.00	0.00	72612
	Void	11/10/2022	Regular	0.00	0.00	72613
002945	UPLIFT DESK	11/10/2022	Regular	0.00	11,040.00	72614
INV1302489	Invoice	11/03/2022	OFFICE FURNITURE-FINANCE	0.00	11,040.00	
001189	WELD COUNTY ACCTG DEPART	11/10/2022	Regular	0.00	8,219.71	72615
NOV22	Invoice	11/07/2022	GF-OCT22 FUEL PURCHASES	0.00	8,219.71	
001208	WHITE BEAR ANKELE TANAKA & WALDRON	11/10/2022	Regular	0.00	25.63	72616
24794	Invoice	11/07/2022	GF-COTTONWOOD GREENS MD #1-PLANNI...	0.00	25.63	
001212	WILLIAMS AND WEISS CONSULTING	11/10/2022	Regular	0.00	2,247.50	72617
1756	Invoice	11/04/2022	UF-2022 Decree Accounting-Water	0.00	2,247.50	
000119	BANK OF COLORADO	11/04/2022	Bank Draft	0.00	6,507.04	DFT0002054
INV0001274	Invoice	11/04/2022	HSA DISTRIBUTION	0.00	6,507.04	
000119	BANK OF COLORADO	11/04/2022	Bank Draft	0.00	675.83	DFT0002055
INV0001275	Invoice	11/04/2022	HSA DISTRIBUTION	0.00	675.83	
001416	VALIC_1	11/04/2022	Bank Draft	0.00	35,845.12	DFT0002056
INV0001276	Invoice	11/04/2022	VALIC - 457(b) \$ Contributions	0.00	35,845.12	
001265	IRS	11/04/2022	Bank Draft	0.00	59,548.74	DFT0002057
INV0001277	Invoice	11/04/2022	Federal Withholding	0.00	59,548.74	
001418	CO DEPARTMENT OF REVENUE	11/04/2022	Bank Draft	0.00	11,136.00	DFT0002058
INV0001278	Invoice	11/04/2022	CO Withholding	0.00	11,136.00	

Bank Code Pooled Cash Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	194	74	0.00	566,854.25
Manual Checks	0	0	0.00	0.00
Voided Checks	0	5	0.00	-549.02
Bank Drafts	5	5	0.00	113,712.73
EFT's	0	0	0.00	0.00
	199	84	0.00	680,017.96

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	243	103	0.00	665,542.33
Manual Checks	0	0	0.00	0.00
Voided Checks	0	5	0.00	-549.02
Bank Drafts	5	5	0.00	113,712.73
EFT's	0	0	0.00	0.00
	248	113	0.00	778,706.04

Fund Summary

Fund	Name	Period	Amount
600	GOLF ENTERPRISE FUND	11/2022	98,688.08
999	POOLED CASH/CONSOLIDATED CASH	11/2022	680,017.96
			778,706.04

**RECORD OF PROCEEDINGS
FORT LUPTON CITY COUNCIL/ENTERPRISE BOARDS
November 1, 2022**

The City Council of the City of Fort Lupton met in a regular session at the City Complex, 130 South McKinley Avenue, the regular meeting place of the City Council, on Tuesday, November 1, 2022. Mayor Zo Hubbard called the meeting to order at 6:00 p.m. and invited everyone to join her in the Pledge of Allegiance.

ROLL CALL

Mari Peña, City Clerk, called the roll. Those present were Mayor Zo Hubbard, Councilmembers, Bruce Fitzgerald, Claud Hanes, David Crespín and Carlos Barrón.

Councilmember Valerie Blackston participated remotely through GoToMeeting.

Also present were City Administrator, Chris Cross, City Clerk, Mari Peña, City Attorney, Andy Ausmus, Finance Director, Leann Perino, Planning Director, Todd Hodges, and Police Chief John Fryer.

PERSONS TO ADDRESS COUNCIL

There was no one to address the Council.

APPROVAL OF AGENDA

It was moved by David Crespín and seconded by Bruce Fitzgerald to approve the agenda as presented. Motion passed unanimously on voice vote.

REVIEW OF ACCOUNTS PAYABLES

Council reviewed the November 1, 2022, payables; there were no questions or comments from the Mayor or Council.

CONSENT AGENDA

It was moved by Carlos Barrón and seconded by Valerie Blackston to approve the Consent Agenda as presented with the following items:

- October 15, 2022 Special Meeting Minutes
- October 18, 2022 City Council Meeting Minutes
- Approving Resolution 2022R065 TO APPOINT LOUIS A. GRESH AS THE MUNICIPAL JUDGE FOR THE CITY OF FORT LUPTON AND APPROVING THE SERVICE AGREEMENT (AM 2022-149)
- Approving Resolution 2022R066 TO APPOINT AUSMUS LAW FIRM, P.C. AS THE CITY ATTORNEY FOR THE CITY OF FORT LUPTON AND APPROVING THE SERVICE AGREEMENT

**RECORD OF PROCEEDINGS
FORT LUPTON CITY COUNCIL/ENTERPRISE BOARDS
November 1, 2022**

(AM 2022-150)

- Approving Resolution 2022R067 TO APPOINT WILLARD B. HARDESTY AS THE ASSOCIATE MUNICIPAL JUDGE FOR THE CITY OF FORT LUPTON AND APPROVING THE SERVICE AGREEMENT (AM 2022-151)
- Approving Resolution 2022R068 TO APPOINT MARICELA PEÑA AS THE CITY CLERK FOR THE CITY OF FORT LUPTON (AM 2022-152)
- Approving Resolution 2022R069 TO APPOINT CHRISTOPHER CROSS AS THE CITY ADMINISTRATOR FOR THE CITY OF FORT LUPTON (AM 2022-153)
- Approving Resolution 2022R070 RATIFYING THE APPOINTMENT OF CERTAIN NOMINEES TO THE BOARD OF TRUSTEES OF THE HIGH PLAINS LIBRARY DISTRICT (AM 2022-161)

Motion passed unanimously on roll call vote.

ACTION MEMORANDUM

AM 2022-165 Adopting an Ordinance Approving a Loan from the Colorado Water Resources and Power Development Authority ("CWRPDA") in the Aggregate Principal Amount not to Exceed \$25,000,000 Payable from the Wastewater Revenue; Authorizing the Form and Execution of the Loan Agreement and Governmental Agency Bond to Evidence Such Loan; Authorizing the Construction of a Project; Prescribing other Details in Connection and Declaring an Emergency on Second and Final Reading 2022-157 Approving Insurance Benefits for Employees for 2023

The City Council, acting by and through the Enterprise, has determined the need to pay the estimated tap fee for connecting the City to the Metro Water Recovery Northern Treatment Plant (the "Project"). The City has made application to the Colorado Water Resources and Power Development Authority (the "CWRPDA"), a body corporate and political subdivision of the State of Colorado, for a loan to finance all or a portion of the cost of the Project. The City Council has determined that in order to finance all or a portion of the cost of the Project, it is necessary and advisable and in the best interests of the City

- (i) to enter into a loan agreement with CWRPDA (the "Loan Agreement"), pursuant to which CWRPDA shall loan the City an amount of not to exceed \$25,000,000 at 2.75% interest (the "Loan") for such purposes, and
- (ii) to issue a governmental agency bond (the "Bond") to CWRPDA to evidence the City's repayment obligations under the Loan Agreement.

The forms of the Loan Agreement and the Bond have been presented to the Council. The Bond and the Loan Agreement shall constitute revenue obligations of the City, payable from the Net Revenues of the wastewater utility portion of the Enterprise (the "System" as defined in the Loan Agreement). The City Council desires to approve the form of the Financing Documents and other documents referenced therein, authorize the execution of the Loan Agreement, and authorize the execution and delivery of the Bond.

Pursuant to Section 31-16-105, C.R.S., because of the urgent need for the financing of the Project

**RECORD OF PROCEEDINGS
FORT LUPTON CITY COUNCIL/ENTERPRISE BOARDS
November 1, 2022**

and the limited availability of low or no interest loans, and in order to consummate the financing prior to the close of the calendar year, the City Council has determined that an emergency exists and that adoption of this Ordinance as an emergency measure on second and final reading is necessary for the immediate preservation of the public peace, health, safety and welfare.

It was moved by Carlos Barron and seconded by Bruce Fitzgerald to adopt Ordinance 2022-1146 AN ORDINANCE APPROVING A LOAN FROM THE COLORADO WATER RESOURCES AND POWER DEVELOPMENT AUTHORITY ("CWRPDA") IN THE AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$25,000,000 PAYABLE FROM THE WASTEWATER REVENUE; AUTHORIZING THE FORM AND EXECUTION OF THE LOAN AGREEMENT AND GOVERNMENTAL AGENCY BOND TO EVIDENCE SUCH LOAN; AUTHORIZING THE CONSTRUCTION OF A PROJECT; PRESCRIBING OTHER DETAILS IN CONNECTION AND DECLARING AN EMERGENCY ON SECOND AND FINAL READING 2022-157 APPROVING INSURANCE BENEFITS FOR EMPLOYEES FOR 2023. Motion passed unanimously on roll call vote.

AM 2022-158 Approving an Ordinance Amending Section 10-1.4 of the Municipal Code to Establish a Diversion/Probation Service Fee to be Collected and Utilized by the Fort Lupton Municipal Court for the Purposes of Such Programs

During the 2023 City Budget process, City Council approved the formation of a diversion and probation division within the Municipal Court and decrease use of third-party vendors. City Council further authorized for the collection of diversion and probation fees from qualifying defendants to assist with the operational expense of such programs. The newly assessed fee is \$10.00 per month for the length of the ordered program. Typically, diversion and probation cases are for a 12-month period.

It was moved by Valerie Blackston and seconded by Carlos Barron to adopt Ordinance 2022-1147 AN ORDINANCE AMENDING SECTION 10-1.4 OF THE MUNICIPAL CODE REGARDING FEE FOR DIVERSION OR PROBATION CASES OF THE FORT LUPTON MUNICIPAL COURT. Motion passed unanimously on roll call vote.

AM 2022-159 Purchase of Two (2) Full Matrix Message Boards from Holland Signs, Inc. for an Amount not to Exceed \$37,850.00 From the General Fund

The General Fund Streets budget includes \$54,000 in the 2022 Capital Improvements Budget to purchase 2 new traffic message boards. The City's existing 2 message boards were purchased used prior to 2015 and have become nonoperational.

Holland Signs, Inc. has quoted 2 message boards with solar power operation for \$18,925.00 each unit (total order \$37,850.00). This company is located in Parker, Colorado. The WANCO message boards are manufactured in Arvada, Colorado. We avoid \$900.00 delivery charge per panel by purchasing from Holland Signs and picking up the panels at the WANCO plant in Arvada.

**RECORD OF PROCEEDINGS
FORT LUPTON CITY COUNCIL/ENTERPRISE BOARDS
November 1, 2022**

Other quotes received included

TransSupply = \$17,995.00

Dana Supply = \$23,655.58

ACME Tools = \$19,100 + \$999 Delivery charge

It was moved by Bruce Fitzgerald and seconded by David Crespin to approve the Purchase of Two (2) Full Matrix Message Boards from Holland Signs, Inc. for an Amount not to Exceed \$37,850.00 From the General Fund. Motion passed on roll call vote.

AM 2022-160 Purchase Three (3) Speed Alert Traffic Signs from All Traffic Solutions Inc. for an Amount not to Exceed \$21,469.00 From The General Fund

Numerous complaints related to speeding at several locations throughout the City have been received. Staff would like to try a new approach using an electronic speed radar sign with flashing messages. The SpeedAlert 18 sign system has a radar detector that posts the speed being traveled and can be programmed to flash messages. The system includes a mobile web interface for programming and documenting traffic speeds, time of day and photos of the vehicles.

The General Fund Streets budget included \$54,000 in the 2022 Capital Improvements Budget to purchase 2 new traffic message boards. The cost of the message boards to be purchased is \$37,850.00 (\$16,150). The budget also included \$10,000 for a mobile light tower. Public Works staff purchased a used one at auction for \$2,250.00 (\$7,750). Total unused capital budget is \$23,900.00.

All Traffic Solutions Inc. has quoted 3 SpeedAlert 13 signs with solar power operation for \$7,148.00 each unit (total order \$21,469.00). This product does not have an equivalent system competitor. Another similar system without the photo and mobile app interface costs \$3,285 through TreeTopProducts.com.

It was moved by Carlos Barron and seconded by Claud Hanes to Purchase Three (3) Speed Alert Traffic Signs from All Traffic Solutions Inc. for an Amount not to Exceed \$21,469.00 from the General Fund. Motion passed unanimously on roll call vote.

PUBLIC HEARING

Memo to Request Continuance of the Public Hearing for the Family Dollar Stores of Colorado, LLC dba Family Dollar #25949 for a Fermented Malt Beverage ("FMB") Off- Premise License to December 6, 2022

The applicant has requested a continuance of the public hearing to December 6, 2022, to allow for the attorney to attend the meeting remotely. It was moved by Bruce Fitzgerald and seconded by David Crespin to approve the continuance of the public hearing Family Dollar Stores of

**RECORD OF PROCEEDINGS
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Colorado, LLC dba Family Dollar #25949 for a Fermented Malt Beverage ("FMB") Off- Premise License to December 6, 2022. Motion passed unanimously on roll call vote.

AM 2022-162 Approving a Resolution Accepting the Coyote Creek PUD Filing No. 5 Preliminary Plat

The applicant has requested a continuance of the hearing to December 6, 2022, to provide sufficient time to analyze the need for any possible revisions to the current plat.

It was moved by Claud Hanes and seconded by Bruce Fitzgerald to approve the continuance of the public hearing for Coyote Creek Filing No. 5 Preliminary Plat to December 6, 2022. Motion passed unanimously on roll call vote.

AM 2022-163 Adopt Ordinance Annexing Land, Known as the High Pointe Hills Annexation, and Legally Described in Exhibit "A" to the Proposed Ordinance, and Approving the Annexation Agreement

Mayor Hubbard opened the public hearing at 6:20 p.m. The City Planner, Clay Hartley, provided an overview of the proposal. Highway 52 General Partnership L.L.P. has submitted a request for annexation of land totaling 181.907 acres, more or less, known as the High Pointe Hills Annexation. The annexation consists of one parcel of land. The proposed initial zoning is to the 'A' Agricultural Zone District, which is being presented to City Council for approval under a separate Action Memorandum and Ordinance following the hearing on this Annexation. The proposed future use of the property is for a residential and commercial subdivision.

All notification requirements were met, including posting notice of the hearings on the Property at least 15 days prior to this public hearing, mailing notice to property owners within 500 feet of the site, and publishing notice of the hearing in the Fort Lupton Press for four consecutive weeks, with the first publication being at least 30 days prior to the City Council public hearing.

Mayor Hubbard asked if anyone from the public wished to speak for or against the proposal. Hearing none, Mayor Hubbard closed the public hearing at 6:22 p.m.

No discussion occurred.

It was moved by David Crespín and seconded by Claud Hanes to adopt Ordinance 2022-1148 ANNEXING LAND LEGALLY DESCRIBED IN EXHIBIT "A" KNOWN AS THE HIGH POINTE HILLS ANNEXATION AND APPROVING THE ANNEXATION AGREEMENT. Motion passed unanimously on roll call vote.

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AM 2022-164 Adopt an Ordinance to Initially Zone Land Legally Described in Exhibit "A" of the Proposed Ordinance, Known as The High Pointe Hills Initial Zoning, to the 'A' Agricultural Zone District

Mayor Hubbard opened the public hearing at 6:24 p.m. City Planner, Clay Hartley, provided an overview of the proposal. Highway 52 General Partnership L.L.P. has submitted a request zoning to the 'A' Agricultural Zone District.

All notification requirements were met, including posting notice of the hearings on the Property at least 15 days prior to this public hearing, mailing notice to property owners within 500 feet of the site, and publishing notice of the hearing in the Fort Lupton Press for four consecutive weeks, with the first publication being at least 30 days prior to the City Council public hearing.

Mayor Hubbard asked if anyone from the public wished to speak for or against the proposal. Hearing none, Mayor Hubbard closed the public hearing at 6:25 p.m.

No discussion occurred.

It was moved by Carlos Barron and seconded by Bruce Fitzgerald to adopt Ordinance 2022-1149 INITIALLY ZONING LAND KNOWN AS THE HIGH POINTE HILLS INITIAL ZONING, LEGALLY DESCRIBED IN EXHIBIT A, TO THE 'A' AGRICULTURAL ZONE DISTRICT.

Information Memorandum

IM 2022-017 Update to the Letter of Intent with Todd Creek Village Metropolitan District ("Todd Creek") Regarding the Wastewater Collection Service Area Agreement

The City worked with Todd Creek on a Letter of Intent on June 8, 2022. Council approved the letter and the Document was signed for special connector for them with Metro Water Recovery. As Todd Creek works through their connector status with Metro Water Recovery the term sewer service was requested to be changed to wastewater collection service. This is to make it clearer that the intent is for collection services from Todd Creek and the City, not treatment.

IM 2022-018 Discussion of the High Pointe Hills Concept Plan

The City Planner, Clay Hartley, stated that the Applicant has submitted a request for consideration of a Concept Plan. The proposed Concept Plan would provide lots for housing and a significant portion of the development would be dedicated to open space. An Annexation and Change of Zone application has been submitted concurrently with this Concept Plan request.

Pursuant to the Fort Lupton Development Code, Article 2.02 (D), a Concept Plan is an initial review of a proposed development. The Concept Plan phase is an optional step that may be recommended by the Planning Director for complex projects prior to submitting a Preliminary

**RECORD OF PROCEEDINGS
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and Final Plan. The intent of this phase of the plan is to provide a general concept that describes the applicants' development vision. A Concept Plan is not intended to provide final comments or requirements, or restrict the City's discretion in subsequent stages of the review process.

The site consists of one parcel of land which is located south and adjacent to State Highway 52. The northwestern corner of the parcel is approximately one-quarter of a mile east of County Road 31. The Property is surrounded by agricultural and rural residential land uses. There are also several Weld County Use by Special Review permits nearby, including oil and gas wellheads, service lines, and mineral resource facilities.

Kristin Turner, with PD Group, and representative for the Applicant, provided an overview of the concept plan with the intent to receive feedback from the Council. The plan includes 170 single family square foot lots, 120 townhomes with a 20 feet alley and 8 estate lots of approximately 2.5 acres. Also within the property is a commercial lot for future development, neighborhood parks, open space and trails. Ms. Turner explained the different variations of homes within the development and stated there was plenty of neighborhood park space along with trails and open space around the property. Lastly, Ms. Turner indicated that while there is no design for the commercial lot the hopes is the lot will complement the neighborhood.

JR Osborne, the applicant, stated that there will be full turn access and would build both accel and decel lanes. When asked about a buffer, Mr. Osborne answered that trees were added from the Planning Commission meeting and other discussions. Townhome properties are one of the most successful products. JR indicated that he would continue to work on the buffers. All single family homes on the property back up to greenspace which will allow for a nice open community. Mr. Osborne indicated that a metro district would maintain the green space and may have to create a Home Owner's Association to augment the mills. Mr. Osborne added that the trail would be concrete in the high impact area however due to costs, the remainder would be gravel. Within the development are two (2) oil pump jacks that are not wells and are owned by KP Kaufman. The eight (8) estate lots will be covenant controlled and will each have their own individual pump systems. Each system will then pump sewerage to the main line.

Mr. Osborne received positive feedback of the variations of lots and homes on the property.

The Planning Director, Todd Hodges, explained the current development code as it pertains to this development.

STAFF

City Attorney, Andy Ausmus, thanked the Council for his appointment.

Planning Director, Todd Hodges introduced Michelle Magelssen Economic Development Manager to the Council.

City Clerk, Mari Peña, thanked the Council for her appointment. She also indicated that the any elections ballot can be dropped off at the recreation center.

City Administrator, Chris Cross, thanked the Council for his appointment and indicated that open

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enrollment starts Wednesday thanks for reappointment.

MAYOR/COUNCIL REPORTS

Council thanked staff for all the hard work and commitment.

FUTURE CITY EVENTS

November 8, 2022	Town Hall Meeting, 130 S. McKinley Ave. 6:00 p.m. and Election Day, 203 S. Harrison Ave. Voting closes at 7 p.m.
November 11, 2022	City Offices Closed in Observance of Veteran's Day
November 15, 2022	City Council Meeting, 130 S. McKinley Ave. 6:00 p.m.
November 24-25, 2022	City Offices Closed in Observance of Thanksgiving Day
November 29, 2022	Special Meeting followed by Town Hall Meeting, 130 S. McKinley Ave. 6:00 p.m.
December 3, 2022	Cookies & Cocoa with Santa, 425 S. Denver Ave. 10:00 a.m. - 12:00 p.m.
December 6, 2022	City Council Meeting, 130 S. McKinley Ave. 6:00 p.m.

ADJOURNMENT

The meeting adjourned at 7:04 p.m.

Submitted by,

Maricela Peña, City Clerk

Approved by City Council,

Zo Hubbard, Mayor



SUBJECT FOR DISCUSSION

Awarding the Bid to OfficeScapes for Furniture for the New Library Facility in the Amount of \$181,073.92 Allocated from the Library Fund.

SUMMARY STATEMENT/BACKGROUND DISCUSSION

The library has completed the RFP process and reviewed 5 bids for furniture for the new library facility. Three of these bids were submitted with alternates to the furniture requested, however two of the bids were able to meet all of the needs of the library, OfficeScapes and Working Spaces. OfficeScapes bid was 181,073.92 and Working Spaces was 187,534.06. Library staff recommends selecting the OfficeScapes bid for fiscal reasons.

FINANCIAL CONSIDERATIONS

LEGAL/POLITICAL CONSIDERATIONS

N/A

ALTERNATIVES/OPTIONS

- A) Approve awarding the project to OfficeScapes
- B) Approve awarding the bid to one of the other 4 companies that bid
- C) Do not proceed with purchasing furniture from one of the 5 companies that bid and restart the RFP process

STAFF RECOMMENDATIONS

Staff recommends awarding the project to OfficeScapes.

Attachments: a. OfficeScapes Proposal

Certification of Council Approval:

Ordinance No. _____

Resolution No. _____

City Clerk

Date

WE ARE INSPIRED PLACEMAKERS.

Fort Lupton Public and School Library
Proposal Response

Owner Representative: Wember
October 20, 2022



hello,

As a Weld County resident, I am excited for the opportunity to earn your business and be your partner on such an important project for our community.

I have built a team with unparalleled experience and expertise in northern Colorado to work on your project. Some of our collective project experience includes: Fort Lupton Fire, Greeley Chamber of Commerce, Poudre River Library District, Eaton Rec Center, HPLD, and more.

In choosing to work with us, you will get the highest quality solutions at the most favorable pricing because we understand and appreciate the financial commitment you are making.

While my team and I are local, it's important for you to know that OfficeScapes by elements is the most comprehensive, and largest, interiors solutions company in the region. You will directly benefit from our bench strength and negotiating power (with a local touch!). OfficeScapes has been providing furniture solutions since 1969.

With OfficeScapes' reputation for providing exceptional customer experience, I want to convey my commitment for taking complete accountability to present you with the right product, at the right price from the right team, and an on-time, on-budget experience for you and your team.



Respectfully,
Tiffany Raulston
Senior Account Manager
OfficeScapes | elements

1

2

3

4

5

OfficeScapes
overview

who we are
what we do

project
experience

project experience
references
additional experience

project team

project team
Org. chart

project
tools/services

project approach
design toolbox
project management
close out binder
post-installation

pricing
summary

pricing spreadsheets

1. OfficeScapes overview



Together we are the most comprehensive interior solutions company in the region.

OfficeScapes is the furniture studio of **elements**, a leader in workplace solutions, creating strategic value for clients by helping them leverage their workplace as a competitive advantage.

What, really, do we deliver?

Workplace solutions that engage and empower people, support our clients' business goals and reflect their distinctive brands and cultures.

A passionate team creating places that inspire and energize.

It's no wonder we love what we do. Our clients love it too—optimism is infectious when you're working to create spaces that motivate, support, and unlock human potential.

Translators helping people thrive through understanding.

We combine interiors expertise with construction capability and the collaborative, cross-functional process of human-centered design. This holistic approach to the built environment creates a seamless experience and exceptional results for our clients.



Our experienced teams blend the right capabilities with the unique needs of your project.

Across multiple studios, we provide a comprehensive portfolio of products and services for the interior built environment. We combine our interiors expertise with construction capability and the collaborative, cross-functional process of human-centered design.

- OfficeScapes

3D Identity

PeopleLab
- Manufactured Construction

Floorz

Technology

Acoustical solutions



- Furniture

• Exclusive relationships, including with Steelcase

• Custom ancillary design, engineering, production

• Custom workstations + private offices
- Floor Covering

• Carpet—broadloom + tile

• Resilient

• Tile - ceramic, porcelain + glass

• Wood

• Polished concrete
- Manufactured Construction

• Modular parametric walls

• Operable walls

• Doors, frames, hardware

• Millwork + casework

• Modular power zoned electrical distribution

• Copper + PON networks

• Low profile raised access floor

• Wall + self-supporting ceiling structures

• Countertops

• Timber structures (Glulam/CLT)

• Living walls—biophilia
- Privacy Solutions

• Sound masking

• Acoustical ceiling + wall treatment

• Freestanding acoustical screens

• Phone booths + hoods
- Technology Integration + AV

• Monitors

• Collaboration technologies

• Sound systems

• Video conferencing

• Room scheduling

• Video walls
- Human-Centered Design + Consulting

• Design research

• Occupancy + utilization studies

• Visualization tools

• Change management

• Visioning sessions + illustrative services

• Rapid prototyping
- Environmental Graphics + Artwork

• Consulting

• Original + prints

• Production

• Routing

• Dimensional lettering
- Signage

• Digital

• Applied graphics

• Workstation + room

• Wayfinding

• Life + safety

• Large scale branding
- Accessories

• Tableware

• Artwork

• Decorative display

• Coat racks + hooks

• Ergonomic accessories
- Applied Materials

• Upholstery + reupholstery

• Drapery

• Wallcovering

• Film—standard + custom

• Shades—electronic + manual

• Pillows
- Lighting

• Desktop task

• Hanging pendants

• Floor lamps

• Table fixtures
- Project Services

• Test fits

• Thought starters

• Technical product application

• Project management

• Site verification

• Installation—national capabilities

• Punch list + warranty
- Workplace Services

• Asset + inventory management

• Cleaning services

• Moving services

• Workplace audit

• Ergonomic + wellness evaluations

• Furniture refurbishing + repair

• Rental furniture

• Technology disconnect + reconnect

• Disposition, liquidation, donation, recycle, landfill avoidance

2. project experience



project experience

Central Library | Denver Public Library
Denver, CO



Description

- *Phased 40,000 Square Foot remodel with Children’s area as a focus for immediate opening and LPS area for 9 months later.*
- *Fitting in designing between normal day jobs for our client was a challenge but we made it fun and engaging and maximized our time with them to streamline the process.*
- *Installation went smoothly due to coordination with City Project Manager, GC leaders, and the A&D firm. Punch items were minimal and resolved quickly.*
- *Direct shipments from Steelcase were carefully planned and arrived on time.*

Value: \$500K

Start: September 2021

Completed: 1st phase completed in April 2022, 2nd phase will complete in December 2022

Staff Involved: Shireen Mazaheri, Megan Weber, Liz Kreisher

Children’s Wing Opening featured on Denver7 News

<https://www.youtube.com/watch?v=v-LXbKH34Ac>

Blair-Caldwell African American Research Library | Denver Public Library
Denver, CO



Description

- *The three-story, 40,000 Square Foot Blair-Caldwell African American Research Library is located in Denver’s historic Five Points neighborhood. The facility includes a full-service neighborhood library on the first floor. The second-floor houses research archives about influential African Americans in the West. The third floor houses an expansive gallery for exhibits about African Americans and their accomplishments.*
- *The exhibit space, which features a large, covered terrace with views of the city skyline to the west, can also be used for community gatherings and social events. Other amenities include a small service kitchen for catered events, a 100-person meeting room on the first floor, and high-end interior finishes throughout.*

Value: \$150K

Start: August 2022

To be Completed: Q1 2023

Staff Involved: Liz Kreisher, Megan Weber

AIMS Community College
Greeley, CO



Description

- *Remodeled Student Commons/Learning Commons*
- *As part of the planning team for the project, OfficeScapes provided furniture design, specification, and installation for all areas of the building including a variety of settings for the Student Commons/Learning Commons: Café/Dining, Computer Stations, Lounge/Study Areas, Library Shelving, Outdoor Furniture, Full Height Demountable Walls and Offices.*

Value: \$1.5M

Start: Jan 2021

Completed: Mar 2022

Staff Involved: Sharie Grant, Alex Fritz, Marie Cooksey, Laura Manning, Delia DeLosSantos, Adam Olson, Larry Lipe, Khara Aud, Brenda Roach

Project Overview from our Partner:

<https://www.youtube.com/watch?v=A5BI1TD9wKg>

Denver International Airport (DEN)
Denver, CO



Description

- *Renovating and updating the gates of the future at the Denver International Airport through three separate General Contractor led projects*
- *Implementing over 780 soft seating options, 170 touchdown tables, and various outdoor settings to refresh the concourses*

Value: \$12M

Start: January 2020

Completed: On-going

Staff Involved: Liz Kreisher, Shireen Mazaheri, Bryn Mellott, Jane Newton, Megan Weber, Darin Corrie

“The entire experience bid through installation was very professional and responsive [...] Just keep doing what you do!”

- Jim Johnson
Lead Procurement Manager - DEN Expansion
Turner/Flatiron Joint Venture

Front Range Community College New Health Center Building



- Project Value: \$1,200,00
- Fort Collins, Colorado
- Contact: Stephen Graziano | Lead Architect
Stephen.Graziano@frontrange.edu
303-404-5161
- Project Description: The new building is 61,000 square feet and comprised of two floors. The project was completed in July 2020, and the products selected were Steelcase Elective Elements for private offices, Steelcase for classrooms, OFS, Hightower and Bernhardt for open area lounge spaces.
- Staff involved: Tiffany Raulston, Johanna Reak, Adam Olson, Sharie Grant

Platte River Power Authority



- Project Value: \$1,500,000
- Fort Collins, Colorado
- Contact: Jeff Menard | Facilities Services Mgr
menardJ@prpa.org
970-229-5265
- Project Description: The new building is 54,000 square feet and is comprised of two floors. The project was completed in November 2019 and the product selected was Steelcase Answer, and incorporated height adjustable desks at all workstations. Also included was task seating, breakroom seating and lobby area seating, a long with many conference rooms, quiet rooms, and a large training room.
- Staff involved: Tiffany Raulston, Johanna Reak, Marie Cooksey, Adam Olson, Sharie Grant

Larimer County Loveland Campus



- Project Value: \$1,000,000
- Loveland, Colorado
- Contact: Connie Gunter | Senior Facility Planner
cgunter@larimer.org
970-498-5909
- Project Description: The new building is 46,000 square feet and is comprised of two floors. The project was completed in August 2018 and the product selected was Steelcase Answer, and incorporated height-adjustable desks at all workstations. Also included was task seating, breakroom seating and lobby area seating.
- Staff involved: Tiffany Raulston, Johanna Reak, Adam Olson

Larimer Emergency Telephone Authority

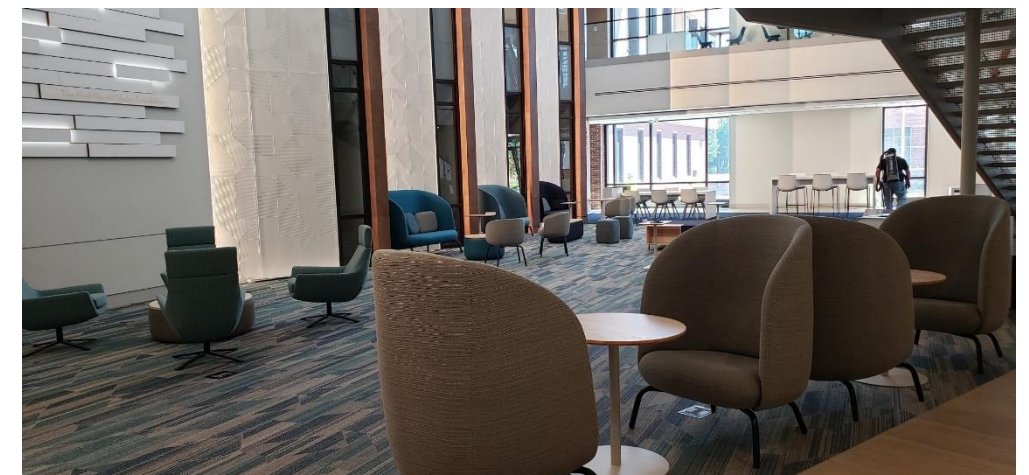
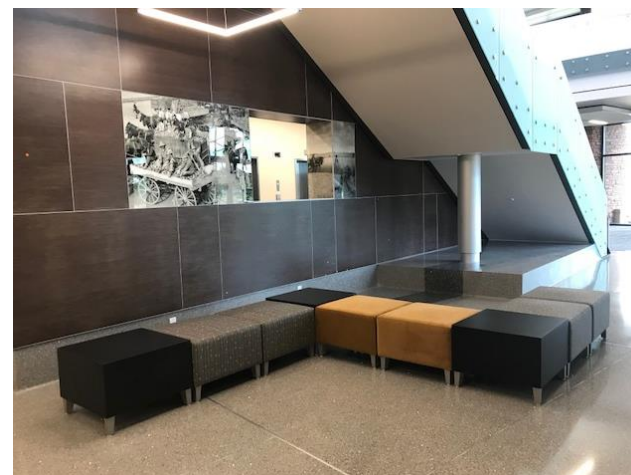
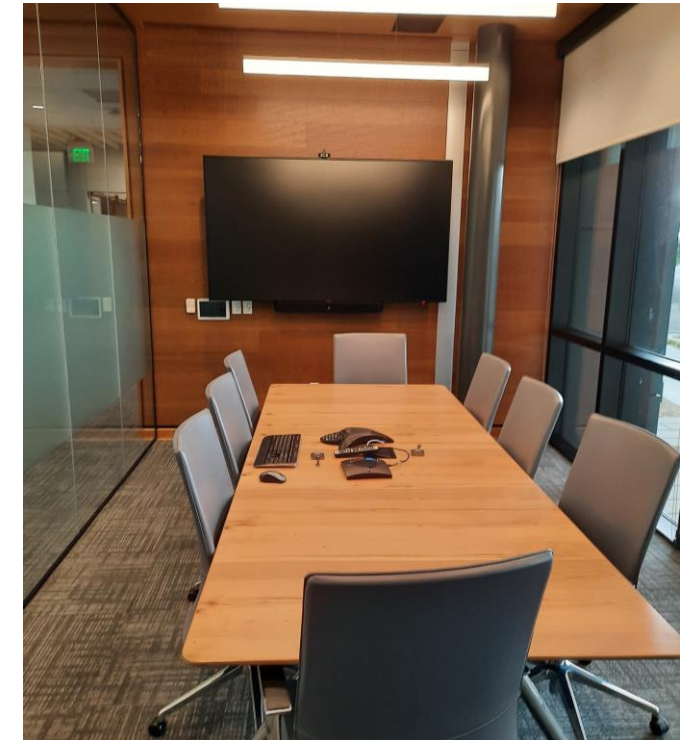


- Project Value: \$270,000
- Johnstown, Colorado
- Contact: Kimberly Culp | CEO
kculp@leta911.org
970-962-2175
- Project Description: LETA bought a new building and needed it outfitted with new furniture and accessories. The project was completed in August 2020 and included eight private offices, six workstations, two conference rooms, and a large multifunction room with a custom board table. We also provided a sound masking system and accessories for the open office.
- Staff involved: Tiffany Raulston, Johanna Reak, Adam Olson,

additional experience in northern Colorado

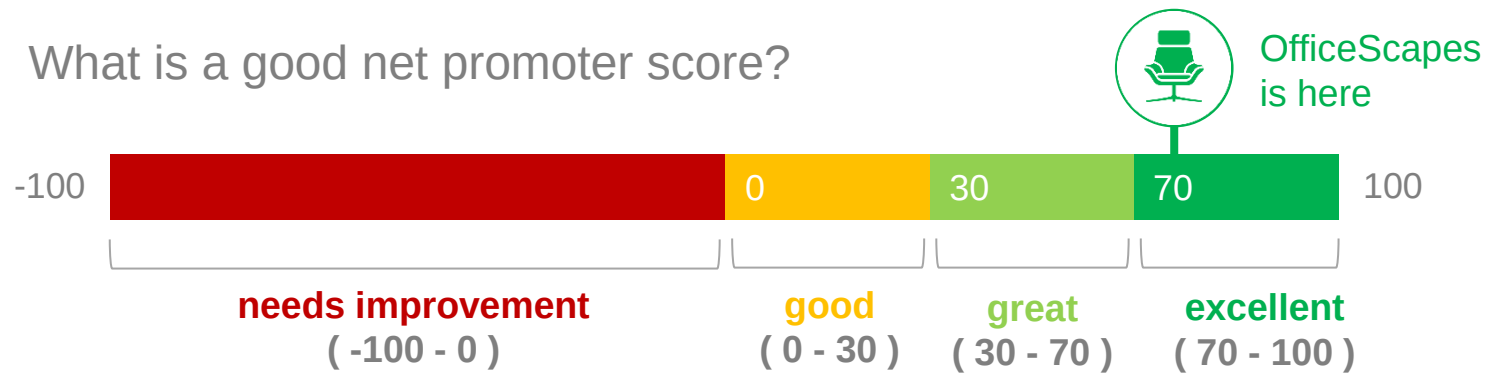
Other local customers your team has worked with:

Poudre River Library Dist.
Platte Valley Fire Protection District
Greeley Chamber of Commerce
Loveland Fire and Rescue
Weld County
Thompson Valley EMS
City of Greeley
Milliken PD
Poudre Fire Authority
Northern Colorado Water Conservancy District
Johnstown (PD and Town Hall)
City of Fort Collins (PD and other buildings)
Windsor (PD, Public Works, Town Hall, Parks)
Windsor Severance Fire Authority
Eaton Rec. Center
Banner Health-NCMC, Sterling Regional Med Center
Berthoud Rec Center



When it comes to performance, OfficeScapes has the **best track record** in the market – and we have proof!

We use a 3rd party, Medallia, to administer our customer feedback process. This report summarizes our unedited feedback results across a variety of performance measures in 2021.



85.0 Net Promoter Score

Net Promoter Scores can range from -100 to +100

Created 1/4/2022

Timeperiod	Columns	Benchmark	Calculation
Prior Year 2021	Time	All Sales Locations	Average

NPS	Likelihood to Recommend Dealer	Likelihood to Recommend Steelcase	Overall Satisfaction
85.0	9.5	9.4	9.4
All Sales Locations	All Sales Locations	All Sales Locations	All Sales Locations

Table				
Calculation: AverageTimeperiod: Prior Year 2021				
	PRIOR YEAR 2021		ALL SALES LOCATIONS	
		TOTAL	BENCHMARK	DELTA
Sample Size: ● = less than 30	40	40	40	0
Net Promoter Score [(%P-10) - (%N-5)]				
NPS	85.0	85.0	85.0	0.0
Recommend				
Likelihood to Recommend Dealer	9.5	9.5	9.5	0.0
Likelihood to Recommend Steelcase	9.4	9.4	9.4	0.0
Overall Satisfaction				
Overall Satisfaction	9.4	9.4	9.4	0.0
Solutions				
Applies Research and Insights	9.0	9.0	9.0	0.0
Competitively Priced Products	8.6	8.6	8.6	0.0
Creates Effective Environment	9.1	9.1	9.1	0.0
Ease of Management	9.1	9.1	9.1	0.0
Sales and Service				
Sales and Service OSat	9.3	9.3	9.3	0.0
Keeps Customers Up-To-Date	8.9	8.9	8.9	0.0
Knowledgeable about Customer's Business	9.4	9.4	9.4	0.0
Maintains Regular Contact	8.8	8.8	8.8	0.0
Solves Problems Quickly	9.1	9.1	9.1	0.0
Product Benefits				
Design and Aesthetics	9.2	9.2	9.2	0.0
Designed Based on User Needs	9.2	9.2	9.2	0.0
Functionality and Ergonomics	9.3	9.3	9.3	0.0
Right Quality and Durability	9.4	9.4	9.4	0.0
Company Reputation				
Trustworthy	9.4	9.4	9.4	0.0
Makes Customer's Job Easier	9.3	9.3	9.3	0.0
Environmentally Responsible	8.8	8.8	8.8	0.0

3. project team





Tiffany Raulston
Account executive
traulston@officescapes.com

Tiffany is your main point of contact and will coordinate all phases of the project by acting as a continuous liaison between the client, dealership resources, and manufacturer partners. She is adept at understanding client needs and recommending appropriate solutions as well as coordinating the project to ensure on-time delivery.



Sharie Grant
President, North Division

Sharie is your Executive Account Sponsor providing strategic direction to assure team deliverables meet client expectations. Her diverse design background and business acumen assures a great customer experience and successful project.



Marie Cooksey
Project Designer

In her role at OfficeScapes, Marie gathers information to determine customer needs and wants which she then translates into well thought out designs including reconfigurations and additions to existing designs. She identifies product sources as necessary for unique solutions and creates drawings and renderings to help visualize the solution.



Johanna Reak
Account Coordinator

Johanna's role on the project will be to coordinate quote and order entry details. She will be responsible for processing all the appropriate data entry and providing you with all the details of your order. Her responsibilities include regular vendor contact and tracking of order status. Her attention to detail will be a valuable asset to the success of your project.



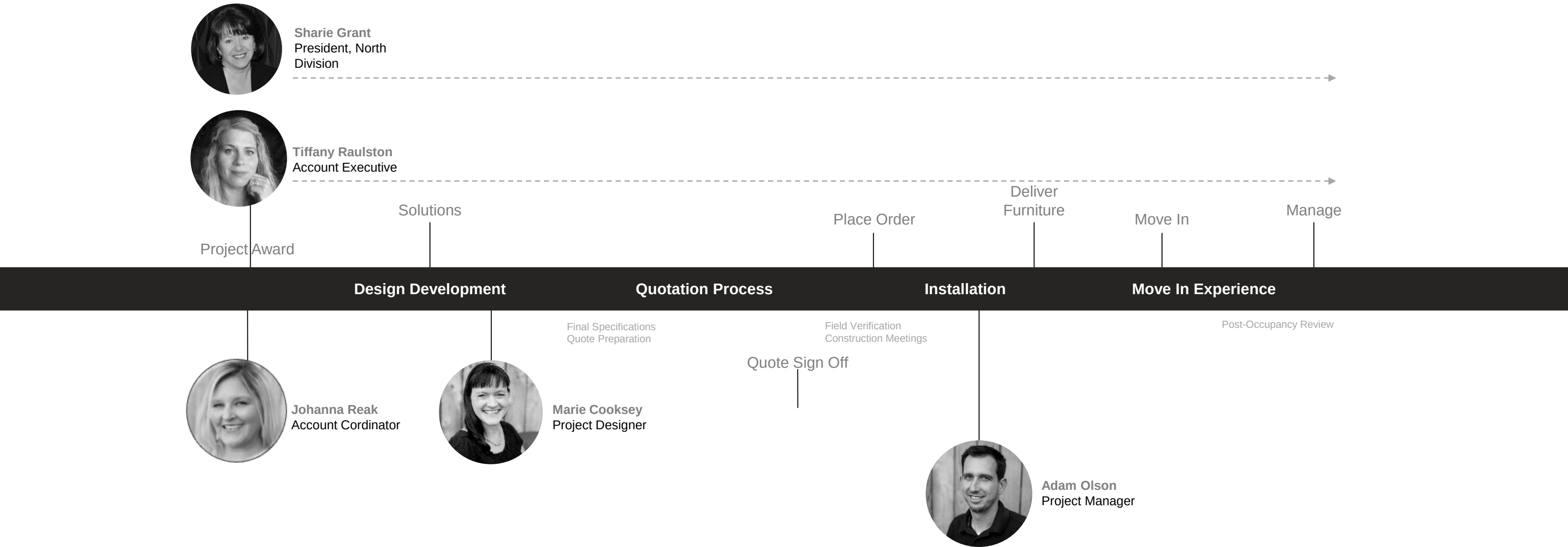
Adam Olsen
Project Manager

In his role as Project Manager, Adam is responsible for scheduling product to the site, overseeing the installation crew, and making sure that the job is executed according to plan and as scheduled. He will translate his thorough understanding of the project schedule, product application and site requirements to the manufacturer to facilitate an error-free receiving schedule.

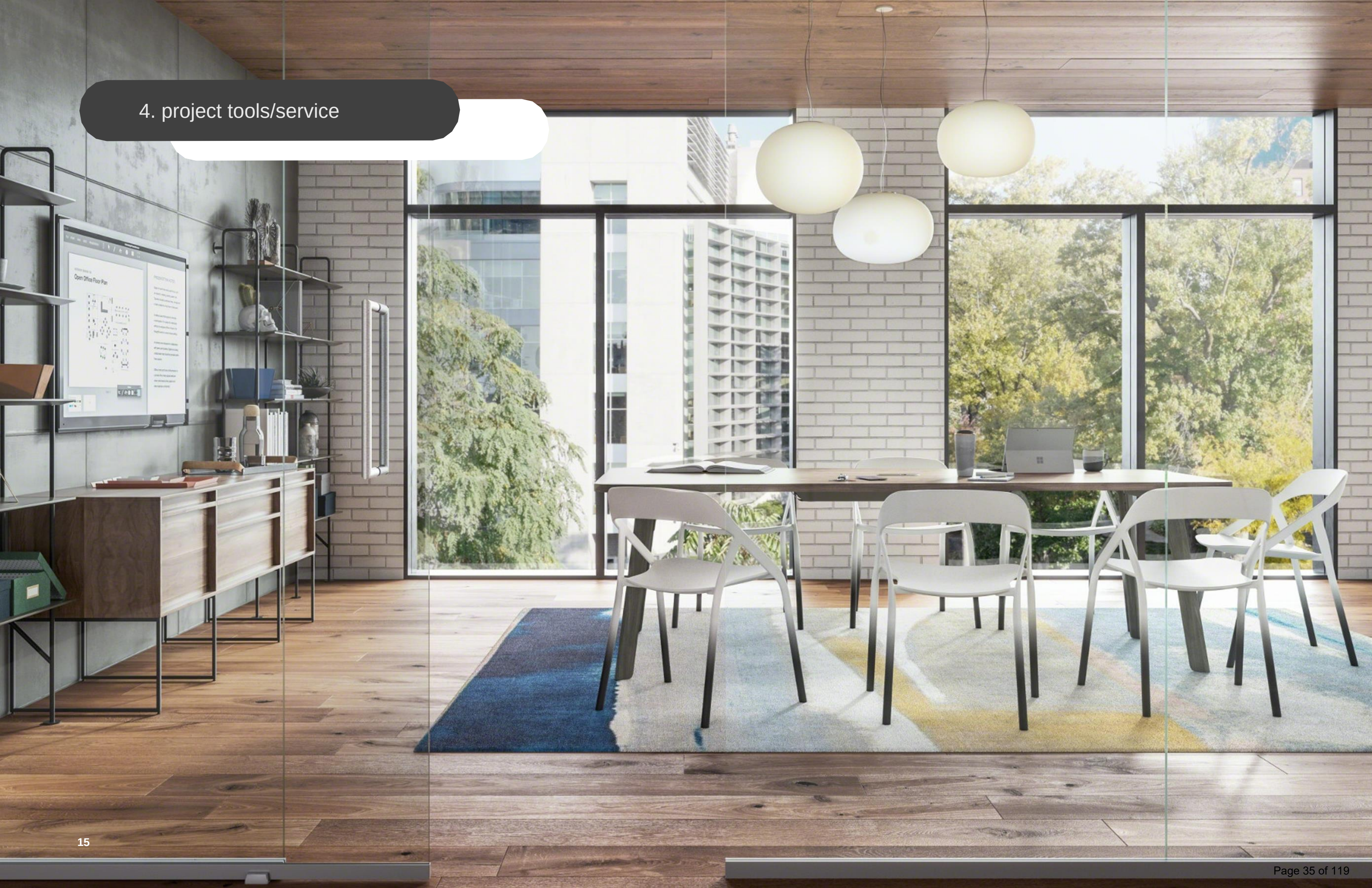
Our Approach

Our team structure reflects our commitment to:

- + engaging the right people and resources
- + communicating clearly and consistently
- + being a single point of contact



4. project tools/service



It is my understanding that Fort Lupton Public and School Library is investing in a new space where they will be blending some existing shelving and books with new furniture pieces. From the looks of it you have worked to find specific products that meet your needs. OfficeScapes would ensure all products are ordered to your specifications and then communicate delays or concerns from the manufacturers. We will coordinate with other trades on site and complete installation in a timely manner. OfficeScapes would possibly subcontract the installation portion, if that is the case our Project Manager would be coordinating the installation team to ensure clear understanding of expectations.

Our team-based approach integrates diverse expertise and service into every phase of your project and beyond.

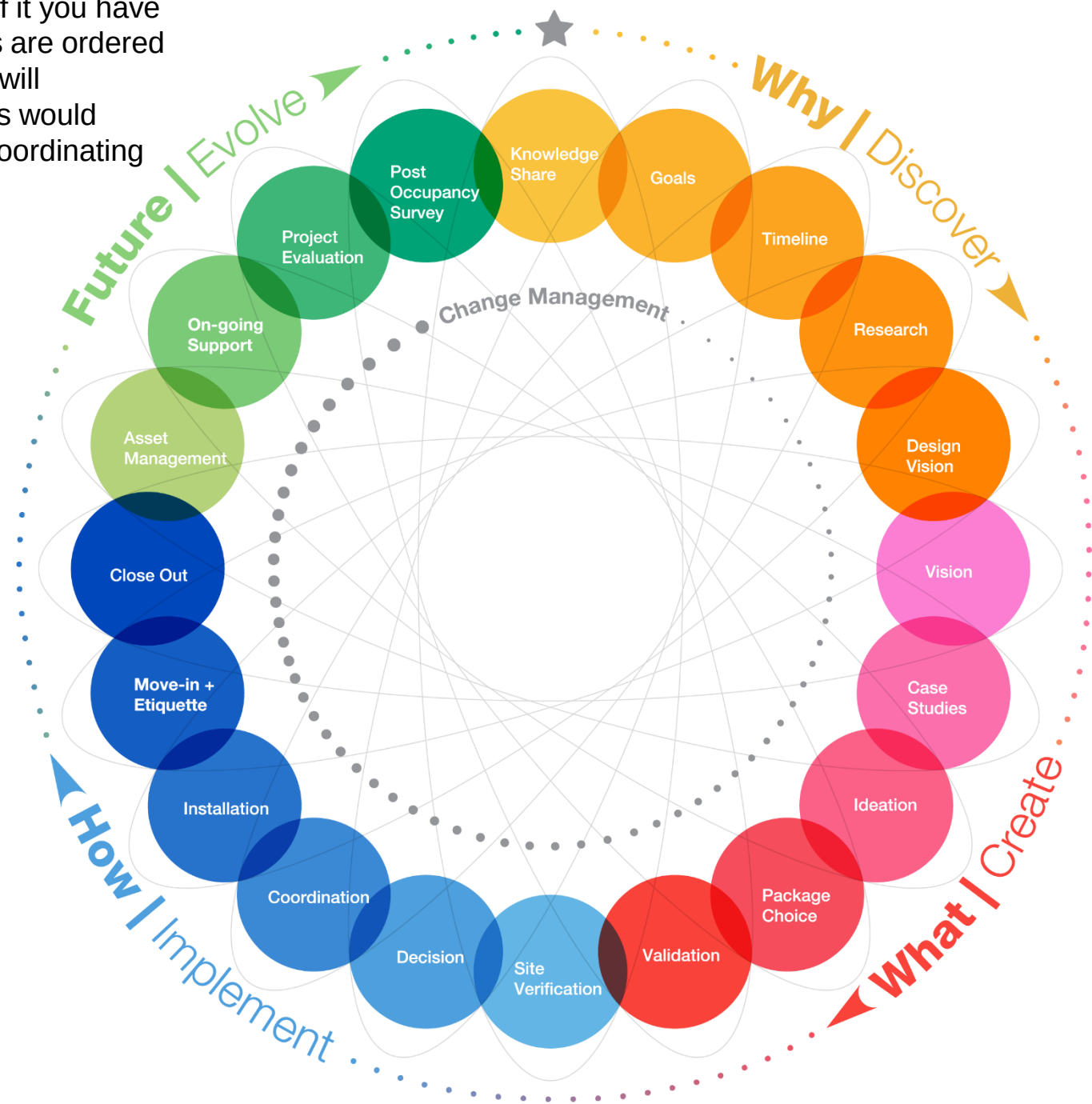
Early engagement helps us discover the WHY, which informs the WHAT, and determines the HOW. Then we plan and evaluate for future projects.

Discover: from knowledge sharing to your design vision.
First, we listen and learn to discover your needs, project goals, and identify any challenges that may arise. We then help create your vision, timeline, and ultimately build preliminary budgets to inform future decisions.

Implementing your project on time and on budget.
Many steps are involved in making sure your project is implemented seamlessly. Our team follows a tailored and organized process from site verifications through closeout to ensure no detail is missed.

Create everything from your vision to validations.
Together, we collaborate and create your informed design vision and produce visuals, schedules, and final validations that allow your furniture ecosystem to come to life.

Future: this is a relationship, not a transaction
We do not walk away from your project after installation. Our team is here to provide on-going support and service through warranty support, asset management, post occupancy surveys and more.



The **magic** in what we do is how we manage the issues that come up.

OfficeScapes diligently tracks the project after order to document and communicate the various stages of receiving, delivery, installation, and punch. On this page are various tools and installation services that outline the steps we take prior to installation to minimize onsite product issues and punch items. Many of these tools are internal to OfficeScapes, but if we do have punch items to address, we openly communicate and discuss potential solutions with the appropriate parties.

External status report

Weekly meeting minutes to capture tasks by owner and deadline.

Project to do lists

Nothing falls through the cracks with the use of a task list for all projects.

Delivery scheduling

Delivery is sequenced to ensure just in time receiving and installation by phase. The objective is to maximize efficiency, streamline delivery, minimize site logistic issues and ensure effective partnership with other on-site trades.

Project calendars

Everyone maps to the same dates with the project calendar we distribute.

Delivery planning reports

Shipment dates, locations, and lead times are clearly communicated with our delivery planning reports.

Customer status reports

Dates and deliveries are easily tracked with the customer status report which highlights orders not acknowledged or not making the First Day of Business.

PDF mark-up and snippet tools

These tools are used to clarify and send questions to the team. We also use Join.me to review drawings with remote clients so problems can be solved quickly.

Plan grid

The technologically advanced way to conduct site visits and punch walks.

Punch process + measurement

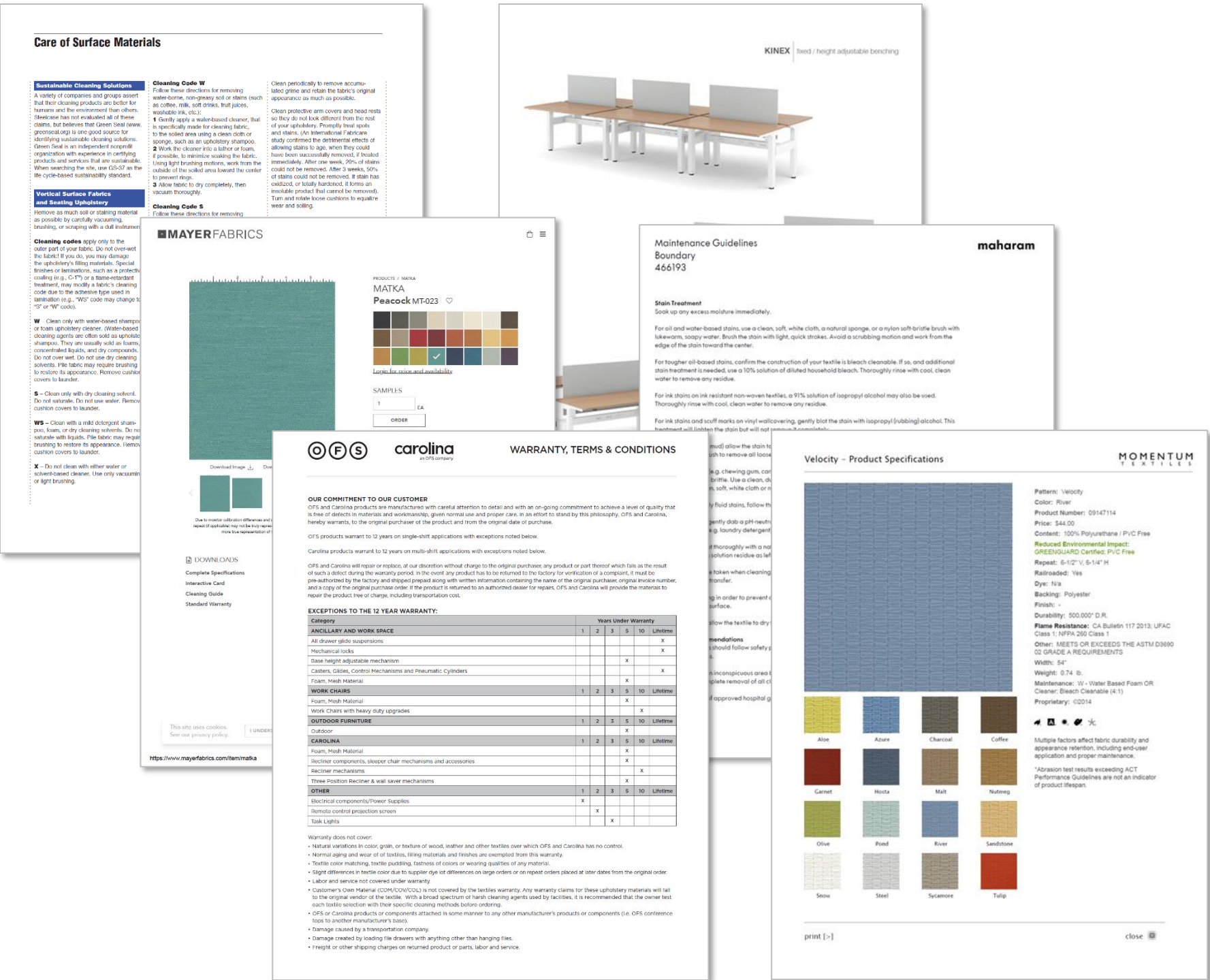
Internal pre-punch performed by OfficeScapes Project manager to reconcile in advance of final review by Client. We electronically track all open issues. Our goal is always speedy and complete resolution.

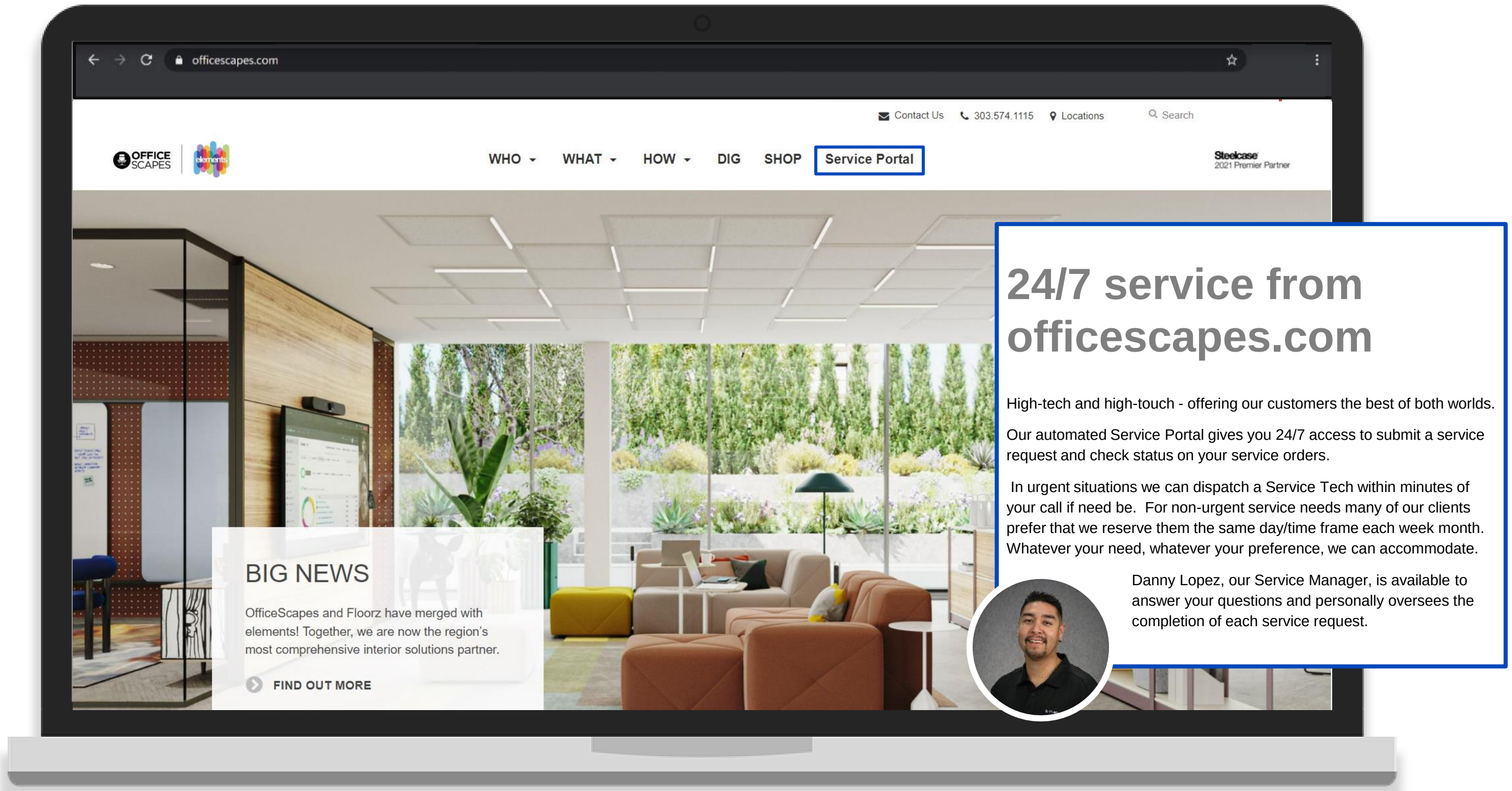
close out binder

Providing the Close Out Binder is the final phase of the project lifecycle. It is a collection of final project documents curated by your account coordinator uniquely for each project.

These documents include:

- Who To Call
- Cleaning Instructions
- Product Care Guides
- Product Cut Sheets
- Warranties
- Flammability Certification
- Environmental Certification





5. pricing summary





920 W. MAIN
Oklahoma City, Oklahoma 73106



FORT LUPTON LIBRARY
370 S. ROLLIE AVE, FORT LUPTON, CO

ISSUE DATE: 10/05/22

PROJECT NO: 2019.042

BID TAB SHEET - ARCADIA

Item No.	Name	Lead Time	Qty	Unit Price	Extended Sale Price
C-4.1	Modular Curved Bench	9 weeks	1	\$3,443.63	\$ 3,443.63
C-4.2	Modular Curved Bench	9 weeks	3	\$860.28	\$ 2,580.84
T-8	36" Dia. 20"H Cylinder Table	9 weeks	1	\$1,636.59	\$ 1,636.59

Subtotal	\$ 7,661.06
Tax - (HPLD is Exempt)	\$ -
Freight	\$ -
Installation	\$ 353.00

Grand Total	\$ 8,014.06
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920 W. MAIN
Oklahoma City, Oklahoma 73106



FORT LUPTON LIBRARY
370 S. ROLLIE AVE, FORT LUPTON, CO

ISSUE DATE: 10/05/22

PROJECT NO: 2019.042

BID TAB SHEET - ENCORE

Item No.	Name	Lead Time	Qty	Unit Price	Extended Price
C-2	Melina Guest Chair	9 weeks	4	\$ 1,063.41	\$ 4,253.63
C-5.1	Fling Lounge Chair	9 weeks	4	\$ 1,254.93	\$ 5,019.71
C-5.2	Fling Lounge Chair	9 weeks	1	\$ 1,115.82	\$ 1,115.82
C-5.3	Fling Lounge Chair	9 weeks	1	\$ 1,191.80	\$ 1,191.80
C-5.4	Fling Lounge Chair	9 weeks	1	\$ 1,276.54	\$ 1,276.54

Subtotal	\$ 12,857.50
Tax - (HPLD is Exempt)	\$ -
Freight	\$ -
Installation	\$ 560.00

Grand Total	\$ 13,417.50
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920 W. MAIN
Oklahoma City, Oklahoma 73106



FORT LUPTON LIBRARY
370 S. ROLLIE AVE, FORT LUPTON, CO

ISSUE DATE: 10/05/22

PROJECT NO: 2019.042

BID TAB SHEET - ENWORK

Item No.	Name	Lead Time	Qty	Unit Price	Extended Price
T-5	Round Table Knife Edge 36" w/ Zori X-Base	4-5 weeks	7	\$1,445.70	\$ 10,119.89

Subtotal	\$ 10,119.89
Tax - (HPLD is Exempt)	\$ -
Freight	\$ -
Installation	\$ 556.00

Grand Total	\$ 10,675.89
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920 W. MAIN
Oklahoma City, Oklahoma 73106



FORT LUPTON LIBRARY
370 S. ROLLIE AVE, FORT LUPTON, CO

ISSUE DATE: 10/05/22

PROJECT NO: 2019.042

BID TAB SHEET - HIGHTOWER

Item No.	Name	Lead Time	Qty	Unit Price	Extended Price
C-7	Breck Large Pill Bench	11-13 weeks	1	\$1,217.62	\$1,217.62
C-11	Breck XL Round Table	11-13 weeks	1	\$1,275.16	\$1,275.16

Subtotal	\$2,492.78
Tax - (HPLD is Exempt)	\$ -
Freight	\$ 525.14
Installation	\$ 176.00

Grand Total	\$3,193.92
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920 W. MAIN
Oklahoma City, Oklahoma 73106



FORT LUPTON LIBRARY
370 S. ROLLIE AVE, FORT LUPTON, CO

ISSUE DATE: 10/05/22

PROJECT NO: 2019.042

BID TAB SHEET - KEILHAUER

Item No.	Name	Lead Time	Qty	Unit Price	Extended Price
C-8	Coy Lounge Chair	9-12 weeks	2	\$ 2,647.59	\$ 5,295.17

Subtotal	\$ 5,295.17
Tax - (HPLD is Exempt)	
Freight	\$ -
Installation	\$ 166.00

Grand Total	\$ 5,461.17
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920 W. MAIN
Oklahoma City, Oklahoma 73106



FORT LUPTON LIBRARY
370 S. ROLLIE AVE, FORT LUPTON, CO

ISSUE DATE: 10/05/22

PROJECT NO: 2019.042

BID TAB SHEET - KI

Item No.	Name	Lead Time	Qty	Unit Price	Extended Price
C-1	Strive Stack Chair- Poly 4 Leg	5-7 weeks	123	\$133.98	\$ 16,479.30
C-6	Sway Lounge Chair	4-6 weeks	2	\$1,166.77	\$ 2,333.54
C- 10.1	Strive Task Chair Arms Padded Seat Back Poly	5-7 weeks	4	\$380.31	\$ 1,521.23
C- 10.2	Strive Task Chair No Arms Padded Seat Back Poly	5-7 weeks	3	\$340.22	\$ 1,020.66
F-1	1'-6"D x 3'-0"W x 51.5"H U-Series 4 Drawer Lateral	5-7 weeks	2	\$1,048.09	\$ 2,096.18
M-1	Strive Stack Chair Cart	2-4 weeks	6	\$399.82	\$ 2,398.95
M-2	Connection Zone Mobile Ped Pad 21 5/8"	5-7 weeks	4	\$80.18	\$ 320.70
S-1	21 3/4" Depth Mobile Pedestal Connection Zone	5-7 weeks	4	\$380.84	\$ 1,523.34
S-2	1'-3"D X 3'-0"W x 55"H 700 Series 3 Adj. Shelf Bookshelf Metal	5-7 weeks	2	\$636.66	\$ 1,273.32
S-3	1'-3"D X 3'-0"W x 67"H 700 Series 3 Adj. Shelf Bookshelf Metal	5-7 weeks	2	\$737.41	\$ 1,474.81
S-4	1'-3"D X 3'-0"W x 29"H 700 Series 3 Adj. Shelf Bookshelf Metal	5-7 weeks	2	\$436.22	\$ 872.44
T-3	Benching System Steel Leg Single Sided 24" X 48"	5-7 weeks	1	\$616.62	\$ 616.62
T-4	Benching System with Frameless Screen Steel Leg Dual 24"X 96"	5-7 weeks	2	\$2,742.86	\$ 5,485.71
T-6	Connection Zone System Steel Leg Dual 24" X 72"	5-7 weeks	3	\$1,784.97	\$ 5,354.90
T-7	Pirouette Fixed Table on Glides	3-5 weeks	2	\$597.63	\$ 1,195.25
T-9	Pirouette Nesting Table On Casters	3-5 weeks	12	\$830.24	\$ 9,962.90
WS-1	U-Series Workstation System	3-5 weeks	2	\$21,788.84	\$ 43,577.67
WS-2	U-Series Workstation System	3-5 weeks	1	\$21,788.84	\$ 21,788.84

Subtotal	\$ 119,296.35
Tax - (HPLD is Exempt)	\$ -
Freight	
Installation	\$ 7,032.00

Grand Total	\$ 126,328.35
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920 W. MAIN
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FORT LUPTON LIBRARY
370 S. ROLLIE AVE, FORT LUPTON, CO

ISSUE DATE: 10/05/22

PROJECT NO: 2019.042

BID TAB SHEET - NATIONAL

Item No.	Name	Lead Time	Qty	Unit Price	Extended Sell Price
C-3	Horsen Mid-Back Lounge	4-5 weeks	2	\$1,551.64	\$3,103.28

Subtotal	\$ 3,103.28
Tax - (HPLD is Exempt)	\$ -
Freight	\$ -
Installation	\$ 146.00

Grand Total	\$ 3,249.28
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920 W. MAIN
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FORT LUPTON LIBRARY
370 S. ROLLIE AVE, FORT LUPTON, CO

ISSUE DATE: 10/05/22

PROJECT NO: 2019.042

BID TAB SHEET - SMITH SYSTEMS

Item No.	Name	Lead Time	Qty	Unit Price	Extended Price
T-10	Adj. Height Planner Table with Edge Band	5 days quick ship + transit time	4	\$382.12	\$ 1,368.00

Subtotal	\$ 1,368.00
Tax - (HPLD is Exempt)	\$ -
Freight	\$ 400.45
Installation	\$ 218.00

Grand Total	\$ 1,986.45
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FORT LUPTON LIBRARY
370 S. ROLLIE AVE, FORT LUPTON, CO

ISSUE DATE: 10/05/22

PROJECT NO: 2019.042

BID TAB SHEET - STYLEX

Item No.	Name	Lead Time	Qty	Unit Price	Extended Sale Price
C-9	Verve Poly Side Chair	4-5 weeks	10	\$273.02	\$ 2,730.17
T-1	Adorn Side Table 24" High	4-5 weeks	6	\$661.68	\$ 3,970.06
T-2	Adorn Side Table 20" High	4-5 weeks	2	\$563.63	\$ 1,127.26

Subtotal	\$ 7,827.49
Tax - (HPLD is Exempt)	\$ -
Freight	\$ 469.81
Installation	\$ 450.00

Grand Total	\$ 8,747.30
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manufacturedconstruction



tech/shades



Thank you again for including us in your search for a furniture partner. You will find no other team willing to work as hard for you as mine, nor a team that has the same personal investment in the success of your project. I welcome the opportunity to answer all your questions!



Respectfully,
Tiffany Raulston
Senior Account Manager
OfficeScapes | elements

thank you



SUBJECT FOR DISCUSSION

Awarding the Bid to Shelf Image for Shelving for the New Library Facility in the Amount of \$107,955
Allocated from the Library Fund

SUMMARY STATEMENT/BACKGROUND DISCUSSION

The library has completed the RFP process and reviewed 2 bids for furniture for the new library facility. one of these bids were submitted with alternates to the furniture requested, however the of the bids were able to meet all of the needs of the library, Shelf Image. Library staff recommends awarding the project to Shelf Image as they were the only company to provide all of the requirements for the new library and the bid came in under the budget allotted for this cost.

FINANCIAL CONSIDERATIONS

The Library has had funds set aside for this project for over two years now. The total cost shelving will not exceed \$107,955. and this will come out of the already approved building project budget.

LEGAL/POLITICAL CONSIDERATIONS

N/A

ALTERNATIVES/OPTIONS

- A) Approve awarding the project to Shelf Image
- B) Approve awarding the bid to WSI
- C) Do not proceed with purchasing furniture from one of the 5 companies that bid and restart the RFP process

STAFF RECOMMENDATIONS

Staff recommends awarding the project to Shelf Image.

Attachments: a. Shelf Image Proposal
 b. Bid Tab Sheet

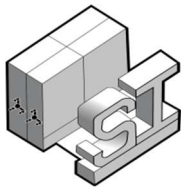
Certification of Council Approval:

Ordinance No. _____

Resolution No. _____

City Clerk

Date



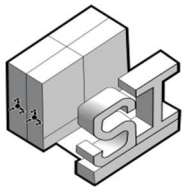
Shelf Image, Inc.

Proposal

Prepared for
Fort Lupton Public & School Library
High Plains Library District (HPLD)
370 S Rollie Ave
Fort Lupton, CO 80621
FLL-2022 Shelving RFP
Due 10/27/22 at 2:00 pm MT

Prepared by
D'Ann Carle Abbott

Shelf Image, Inc.
1136 Squaw Mountain Trail, Idaho Springs, CO 80452
c. 303-981-1260
www.shelfimage.net
dabbott@shelfimage.net



Shelf Image, Inc.

1136 Squaw Mountain Trail
Idaho Springs, CO 80452
Company Phone: 303-981-1260
www.shelfimage.net

RE: Fort Lupton Public & School Library Shelving RFP
October 26, 2022

Thank you for the opportunity to provide the Fort Lupton Public and School Library a proposal for Library Shelving. Shelf Image, Inc. is a Furniture / Shelving Dealer in Denver with an experienced installation crew. Shelf Image has been in business since 2010 and Pete Stravlo (President) has over 32 years in the industry with his Installation company PSI and sales. With many years of experience, we will provide the best service to the High Plains Library District.

Shelf Image will review product information, specifications, layouts and finishes with the client before final order is placed. Shelf Image will receive a Purchase order or signed quote to place the order. Shelf Image will also work with the client to coordinate delivery and installation dates and do a final walk through for complete satisfaction.

Shelf Image meets the Insurance Requirements and can provide the Certificates of Insurance to HPLD. We do NOT have an Errors and Omissions Insurance coverage. We will also store the materials for 60 days at no cost if there is a delay in the project. We acknowledge receipt of 2 addenda.

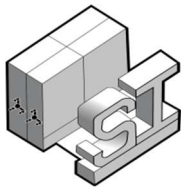
Shelf Image along with RMBS Installation has the experience and customer service skills that will provide High Plains Library District with the best service possible. Our Installation crew RMBS Installations is available for maintenance issues and will work with the Manufacturer under their Warranty terms if any problems arise.

Our payment terms are Net 30 after receipt of furnishings. No taxes are included. Prices are good for 60 days. A 30% deposit is required to place orders. Once the delivery and Installation are complete the library will be invoiced for the final payment.

We look forward to working with the High Plains Library District.

Thank you!

D'Ann Carle Abbott
D'Ann Carle Abbott

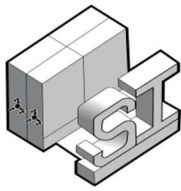


THE TOTALS FOR EACH BID ITEM

- 1. BRODART END PANELS- \$37,877.00**
- 2. BRODART LAMINATE TOP CAPS \$25,365.00**
- 3. INSTALLATION OF ACRYLIC SIGNS \$750.00**
- 4. MONTEL NEW SHELVING - \$12,259.00**
- 5. WHITNEY BROTHERS BOOK BROWSERS - \$13,754.00**
- 6. TMC – PRODUCT \$51,315.00- \$42,240.00 IS AN ALTERNATE**
- 7. DISASSEMBLE AND REASSEMBLE EXISTING SHELVING AT NEW LOCATION - \$16,470.00**
- 8. BOOK COLLECTION MOVE - \$7,430.00**

Your above quote is based on the following:

- More information and possible field measurements will be needed.
- There is some noise involved during the installation.
- The installation cost is based on normal business hours Mon. –Fri. 8am to 5pm. After hours and prevailing wage installation cost are available.
- Any circumstances beyond our control that may increase the time of the installation may result in additional charges.
- Terms: Net 15 - Credit card payment are subject to 4% charge



Shelf Image, Inc.

Vendor Profile

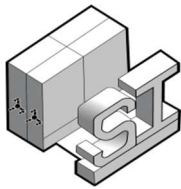
Shelf Image, Inc. provides complete solutions for libraries and Government Facilities from furnishings to library shelving for Colorado, New Mexico, and Wyoming.

With Shelf Image HPLD is assured of the highest quality installation and warranty maintenance in the industry. Shelf Image and its installers have decades of experience in the design, installation and maintenance of library and Government furnishings. Shelf Image's installation team has been certified in many brands of furniture and shelving lines. Shelf Image uses/subcontracts RMBS Installations, for all its installations.

Shelf Image was formed in 2010 when Montel asked Shelf Image/ PSI if they would become their Colorado AMD, as Montel was not satisfied with their Colorado representation at that time. Subsequently Shelf Image was awarded both New Mexico and Wyoming as territories. In 2014 Shelf Image absorbed LMC Solutions and their many Library furniture lines. This put Shelf Image into the library furniture world, and they have maintained many of LMC Solutions customers. In April 2017 Shelf Image brought Marshall Davis aboard to expand the furniture line division of Shelf Image. Since this time, we added new product lines and have hired additional furniture sale representatives. Shelf Image now has over 50 years of furniture experience between Marshall and our sales representatives.

All our installers are properly trained and have their own tools- not movers or temporary laborers.

- Shelf Image works with RMBS Installations coordinating receiving product at the warehouse, arranging delivery and installation per the libraries schedule.
- Shelf Image, Inc. recognizes the importance of providing product that meets and exceeds environmental standards and is committed to support Green Building Councils LEED Program.
- There is some noise involved in the installation.
- The installation cost is based on normal business hours Mon. –Fri. 8am to 5pm
- Any circumstances beyond our control that may increase the time of the installation may result in additional charges.



CLIENT REFERENCES

Gunnison Public Library - 2022

1 Quartz St.

Gunnison, CO 81230

Total cost for FF&E / Shelving/ end panels and top, Collection move with book carts from old library to new library location - Freight / Installation - \$420,982

Started in January 2022 with selection and budget - Completed delivery and installation in September 2022

Purchased and installed all the Shelving/ End panels and FF & E for the new Library.

Drew Brookhart- Director - drew@gunnisoncountylibraries.org; 970-641-3485

Eaton Public Library – High Plains Library District- 2022

132 Maple Avenue

Eaton, CO 80615

Total cost for FF& E and shelving with freight and installation - \$155,000

Purchased and installed FF & E and shelving

Brenda Carns, Director 970-454-2189 email: BCarns@highplains.us

Lone Cone Library - 2019

1455 S Pinion St

Norwood, CO 81423

Total cost for FF & E with freight and installation – over \$100,000

Purchased, delivered and installed furniture and existing shelving with new End panels

Carrie Andrew, Director Lone Cone Library District 970-327-4833

carrie@loneconelibrary.org

Denver Public Library

10 W. 14th St.

Denver, CO 80204

Purchased and installed furniture and shelving for various branches with DPL – from 2007 – 2018- Value varies from small projects under \$20,000 over \$300,000 for shelving projects

Elaine Langeberg 720-865-2006 Project Coordinator (Retired)-

New Project Coordinator Brigitte Kerr – email bkerr@denverlibrary.org

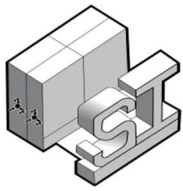
Boulder Public Library

1001 Arapahoe Ave.

Boulder, CO 80302

Purchased and installed furniture and shelving for the Library – 2014- 2018- Value varies with the various branches from \$15,000 to over \$200,000

Antonia Gaona - GaonaA@boulderlibrary.org 303-441-3107 – Public Services Manager



Grandview High School – 2017-2021

20500 East Arapahoe Rd.

Aurora, CO 80016

Various projects with Library and Administration offices - \$10,000 - \$50,000

Purchased, delivered and installed furniture for the school Library - 2018

Lisa Roberts, Principal- 720-886-6636, lroberts@cherrycreekschools.org

Denver Public Library

10 W. 14th St.

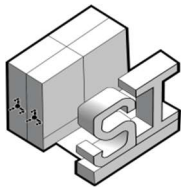
Denver, CO 80204

Purchased and installed furniture and shelving for various branches with DPL – from 2007 – 2018- Value varies from small projects under \$20,000 over \$300,000 for shelving projects

Moved shelving from one branch and reassembled at a different branch location.

Elaine Langeberg 720-865-2006 Project Coordinator (Retired)-

New Project Coordinator Brigitte Kerr – email bkerr@denverlibrary.org



Project Team & Staff

Shelf Image Key Personnel

Shelf Image Address
1136 Squaw Mountain Trail
Idaho Springs, CO 80452

D'Ann Carle Abbott—Vendor Contact - Sales/ Design – D'Ann's specialty is designing interior furnishings for public, academic, and school libraries combining functional, innovative, inviting, and creative solutions to make spaces enticing for a generation of use. Client project interaction involves setting goals, programming and budgets that include space planning, layouts using AutoCad, and interior finish selections. Manage, organize, maintain project schedules and budget with strong organizational and project management skills.

dabbott@shelfimage.net mobile 303-981-1260

D'Ann will be the contact person with the Client and Project Manager coordinating all the scheduling of orders, receiving, timing, and delivery.

Peter Stravlo - Co-Owner of Shelf Image and PS Installations who has been installing high density storage systems since 1986, designing systems and specializing in museums since 2010. pstravlo@shelfimage.net mobile 303-619-0400

Marshall Davis – Sales Manager, Marshall has over thirty-five years of experience designing interior furnishing for: Federal Government, State Governments, Local Governments, Museums and public and privately own companies. –

marshall@shelfimage.net mobile 303-669-5515

Marshall will be assisting with the Accounting and invoicing process for this project.

Use of Subcontractors

RMBS Installations, Inc. is our installation company. Mario Williams is the Manager/ Owner and has over 15 years of experience with PSI Installations and now his own company. Mario will be in charge of scheduling/ coordinating his crew for receiving, delivering and installing the furniture product to the Library when the building is ready.



920 W. MAIN
Oklahoma City, Oklahoma 73106



FORT LUPTON LIBRARY
370 S. ROLLIE AVE, FORT LUPTON, CO

ISSUE DATE: 10/05/22

PROJECT NO: 2019.042

BID TAB

BID TAB SHEET - BRODART					
ITEM NO.	NAME	LEAD TIME	QTY	UNIT PRICE	EXTENDED PRICE
E-1	END PANEL 84.5" HIGH 14" WIDE		10	\$316.00	\$3,160.00
E-2	END PANEL 68" HIGH 14" WIDE		16	\$310.00	\$4,960.00
E-3	END PANEL 68" HIGH 25.5" WIDE		30	\$422.00	\$12,660.00
E-4	END PANEL 43.75" HIGH 25.5" WIDE		22	\$386.00	\$8,492.00

Subtotal: \$29,272.00

Tax:

Freight (if not already included): \$4,475.00

Installation (if not already included): \$4,130.00

GRAND TOTAL \$37,877.00

Maybe just 42" high
for display space?

TO ADD LAMINATE CANOPY TOPS W/WOOD EDGE ON ALL 42"h
AND 66"h DF AND SF SHELVING ADD- \$25,365.00 (includes freight and install)

INSTALLATION TO ATTACH (78) ACRYLIC SIGNS (BY OTHERS) TO
BRODART END PANELS ADD -\$750.00 TO THE INSTALLATION COST
ABOVE - HARDWARE NOT INCLUDED

Total Cost in Writing:

Thirty-Seven Thousand, Eight Hundred seventy-seven dollars

Manufacturing and Delivery Time (in weeks) after Purchase Order:

16 WEEK LEAD TIME + 1 WEEK DELIVERY

Installation Time (in working days):

2-3 DAYS



920 W. MAIN
Oklahoma City, Oklahoma 73106



FORT LUPTON LIBRARY
370 S. ROLLIE AVE, FORT LUPTON, CO

ISSUE DATE: 10/05/22

PROJECT NO: 2019.042

BID TAB

BID TAB SHEET - MONTEL					
ITEM NO.	NAME	LEAD TIME	QTY	UNIT PRICE	EXTENDED PRICE
SH-1	36" X 14" X 42" SINGLE SIDED 2 SHELVES + BASE SHELF	8-10 wks	2	\$361.00	\$722.00
SH-2	36" X 14" X 66" SINGLE SIDED 4 SHELVES + BASE SHELF		2	\$504.00	\$1008.00
SH-3	36" X 26" X 42" DOUBLE SIDED 3 SHELF + BASE SHELF		8	\$738.00	\$5,904.00
Subtotal:					\$7,634.00
Tax:					
Freight (if not already included):					\$2,625.00
Installation (if not already included):					\$2,000.00
GRAND TOTAL					\$12,259.00

**INSTALLATION IS FOR
NEW SHELVING ONLY**

**TOPS ARE NOT INCLUDED- SEE
BRODART TAB SHEET**

Total Cost in Writing:

Twelve Thousand, Two hundred and Fifty-Nine dollars

Manufacturing and Delivery Time (in weeks) after Purchase Order:

8-10 weeks after received clean order

Installation Time (in working days):

New Montel shelving only will be about 1-2 days- This does not include the disassembly and relocation of the existing shelving and reassembly at the new Library.



920 W. MAIN
Oklahoma City, Oklahoma 73106



FORT LUPTON LIBRARY
370 S. ROLLIE AVE, FORT LUPTON, CO

ISSUE DATE: 10/05/22
REVISION DATE: 10/12/2022

PROJECT NO: 2019.042

BID TAB

BID TAB SHEET - TMC					
ITEM NO.	NAME	LEAD TIME	QTY	UNIT PRICE	EXTENDED PRICE
C-12	CATERPILLAR STOOL		1	\$2,410.00	\$2,410.00
SH-4a	36" W X 32.25" D X 26" H BROWSING BIN	12-14 wk	15	\$2,816.00	\$42,240.00

1

1

Subtotal: \$44,650.00

Tax:

Freight (if not already included): \$6,165.00

Installation (if not already included): \$500.00

GRAND TOTAL \$51,315.00

Total Cost in Writing:

Fifty-One Thousand, Three Hundred and Fifteen dollars

Manufacturing and Delivery Time (in weeks) after Purchase Order:

12-14 weeks after receipt of approved shop drawings

Installation Time (in working days):

1 day



920 W. MAIN
Oklahoma City, Oklahoma 73106



FORT LUPTON LIBRARY
370 S. ROLLIE AVE, FORT LUPTON, CO

ISSUE DATE: 10/05/22
REVISION DATE: 10/12/2022

PROJECT NO: 2019.042

BID TAB

BID TAB SHEET - WHITNEY BROTHERS					
ITEM NO.	NAME	LEAD TIME	QTY	UNIT PRICE	EXTENDED PRICE
SH-4	MOBILE LIBRARY BOOK CABINET	6-8 weeks	15	\$706.00	\$10,590.00

Subtotal: **\$10,590.00**

Tax:

Freight (if not already included): **\$2,714.00**

Installation (if not already included): **\$450.00**

GRAND TOTAL **\$13,754.00**

Total Cost in Writing:

Thirteen Thousand, Seven hundred and Fifty-Four dollars

Manufacturing and Delivery Time (in weeks) after Purchase Order:

6-8 weeks

Installation Time (in working days):

1 day



920 W. MAIN
Oklahoma City, Oklahoma 73106



FORT LUPTON LIBRARY
370 S. ROLLIE AVE, FORT LUPTON, CO

ISSUE DATE: 10/05/22

PROJECT NO: 2019.042

BID TAB

BID TAB SHEET - BRODART					
ITEM NO.	NAME	LEAD TIME	QTY	UNIT PRICE	EXTENDED PRICE
E-1	END PANEL 84.5" HIGH 14" WIDE		10	\$316.00	\$3,160.00
E-2	END PANEL 68" HIGH 14" WIDE		16	\$310.00	\$4,960.00
E-3	END PANEL 68" HIGH 25.5" WIDE		30	\$422.00	\$12,660.00
E-4	END PANEL 43.75" HIGH 25.5" WIDE		22	\$386.00	\$8,492.00

Subtotal: \$29,272.00

Tax:

Freight (if not already included): \$4,475.00

Installation (if not already included): \$4,130.00

GRAND TOTAL \$37,877.00

TO ADD LAMINATE CANOPY TOPS W/WOOD EDGE ON ALL 42"h
AND 66"h DF AND SF SHELVING ADD- \$25,365.00 (includes freight and install)

INSTALLATION TO ATTACH (78) ACRYLIC SIGNS (BY OTHERS) TO
BRODART END PANELS ADD -\$750.00 TO THE INSTALLATION COST
ABOVE - HARDWARE NOT INCLUDED

REVISED 11.3.2022 -DEMCO ACRYLIC SIGNS 8 1/2" X 11" - TOTAL COST FOR 78
= \$1,685.00 PLUS INSTALL WITH ADHESIVE -\$300 OR IF BOLTED TO END PANEL -
(2) BOLTS \$450.00

REVISED 11.3.2022 - LAMINATE CANOPY TOPS W/ WOOD EDGE ON ALL 42"H
SHELVING ONLY - \$8,955.00 INCLUDING INSTALLATION AND FREIGHT.

Total Cost in Writing:

Thirty-Seven Thousand, Eight Hundred seventy-seven dollars + 1,685.00 + \$300 + \$8,955.00
= \$48,817.00

Manufacturing and Delivery Time (in weeks) after Purchase Order:

16 WEEK LEAD TIME + 1 WEEK DELIVERY

Installation Time (in working days):

2-3 DAYS



SUBJECT FOR DISCUSSION

Adopting an Ordinance Amending Section 6-32, Classification and Section 6-35, When Fee Due, of the Fort Lupton Municipal Code Regarding Classes of Licenses and Due Date of Fee for Liquor Licensed Businesses

SUMMARY STATEMENT/BACKGROUND DISCUSSION

Pursuant to C.R.S. §31-15-501 (c) et seq. the governing bodies of municipalities have the power to regulate businesses; to license, regulate, and tax, subject to any law of this state, any lawful occupation, business place, amusement, or place of amusements and to fix the amount, terms, and manner of issuing and revoking licenses issued therefor.

Due to the nature of the business of selling alcoholic beverages, the City issues liquor occupation licenses for the purposes and the relation of such business to the municipal welfare, as well as the relation thereof to the expenditures required by the City.

Under Fort Lupton Municipal Code (the "Code") Section 6-32, currently lists four (4) classes of licenses with the occupation fee due January 1st of each year.

- Class "A" Operators: All operators who are licensed to sell malt, vinous and spirituous liquors for consumption on the premises, either at hotels or restaurant.
- Class "B" Operators: All operators licensed as retail liquor stores to sell in sealed containers malt, vinous or spirituous liquors for consumption off premises.
- Class "D" Operators: All operators licensed to sell only 3.2% beer and who sell the same solely in the original package or container for consumption off the premises.
- Class "E" Operators: All operators licensed to sell malt, vinous or spirituous liquors by the drink only to members of clubs and their guests within the premises of said club.

In anticipation of future growth with liquor licensed businesses, additional classes of licenses need added to the Code. Those classes include: brewpubs, distillery pubs, vintner's restaurants, lodging and entertainment, beer and wine, liquor-licensed drugstores, arts and racetracks.

If the fee is due at time of submission of an application for a new license or for transfer of ownership and upon submission of the application for annual renewal of any license, the Clerk's Office will be able to better track the licenses. No applications for a license of any type will be accepted for processing without payment of such fee at the time of filing of any such application.

FINANCIAL CONSIDERATIONS

LEGAL/POLITICAL CONSIDERATIONS

ALTERNATIVES/OPTIONS

STAFF RECOMMENDATIONS

Staff seeks approval of the amendments.

Certification of Council Approval:

Ordinance No. _____

Resolution No. _____

City Clerk

Date

ORDINANCE NO. 2022-xxx

INTRODUCED BY: xxx

AN ORDINANCE AMENDING SECTIONS 6-32, CLASSIFICATION AND SECTION 6-35, WHEN FEE DUE, OF THE FORT LUPTON MUNICIPAL CODE REGARDING CLASSES OF LICENSES AND DUE DATE OF FEE FOR LIQUOR LICENSED BUSINESSES

WHEREAS, pursuant to C.R.S. §31-15-501 (c) *et seq.* the governing bodies of municipalities have the power to regulate businesses; to license, regulate, and tax, subject to any law of this state, any lawful occupation, business place, amusement, or place of amusements and to fix the amount, terms, and manner of issuing and revoking licenses issued therefor; and

WHEREAS, the Fort Lupton Municipal Code (the "Code") currently lists four (4) classes of licenses with the occupation fee due January 1st of each year; and

WHEREAS, additional classes of licenses need added to the Code in anticipation of future liquor licensed businesses; and

WHEREAS, for tracking purposes, the Occupation Fee shall be due at time of submittal of a liquor license application or for transfer of ownership or at time of submittal of an annual liquor license renewal application.

NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FORT LUPTON, COLORADO THE FORT LUPTON MUNICIPAL CODE IS HEREBY AMENDED AS FOLLOWS:

Section 1. Section 6-32 of the Fort Lupton Municipal Code shall be amended to read as follows:

Sec. 6-32. - Classification.

The business of selling at retail any fermented malt beverages, malt, vinous or spirituous liquors for beverage purposes within the City is hereby defined and separately classified as such occupation for the purposes of this Article, as follows:

- (1) Class "A" Operators: All operators who are licensed as hotel and restaurant, tavern, brew pub, distillery pub, vintner's restaurant, beer and wine, and lodging and entertainment.
- (2) Class "B" Operators: All operators licensed as retail liquor store.
- (3) Class "C" Operators: All operators licensed as clubs
- (4) Class "D" Operators: All operators licensed as fermented malt beverage.
- (5) Class "E" Operators: All operators licensed as liquor-licensed drugstores.
- (6) Class "F" Operators: All operators licensed as arts.
- (7) Class "G" Operators: All operators licensed as racetracks.

Section 2. Section 6-35 of the Fort Lupton Municipal Code shall be amended to read as follows:

Sec. 6-35. When fee due.

(a) Such fee shall be due and payable to the City Clerk upon submission of an application for a new license or for transfer of ownership and upon submission of the application for annual renewal of any license. No application for a license of any type shall be accepted for processing without payment of such fee at the time of filing of any such application.

(b) Upon receipt of such fee, it shall be the duty of the City Clerk to execute and deliver to the operator paying the fee the occupational license showing the name of the licensed operator, fee, the date of payment, the annual period for which said license is paid and the place at which said operator conducts business.

(c) The operator shall, at all times during said year, keep said license posted in a conspicuous place in his or her place of business.

(d) No refund shall be made to any person who discontinues said business during the year. All fees provided for in this Article shall be due as provided above, except all fees provided for in this paragraph shall be due and payable upon the beginning of business and shall be delinquent ten (10) days thereafter.

INTRODUCED, READ, PASSED ON FIRST READING, AND ORDERED PUBLISHED this 15th day of November 2022.

PUBLISHED in the Fort Lupton Press the 24th day of November 2022.

FINALLY READ BY TITLE ONLY, PASSED, AND ORDERED FINALLY PUBLISHED BY TITLE ONLY this XX day of XXX 2022.

PUBLISHED in the Fort Lupton Press the XX day of XX 2022.

EFFECTIVE (after publication) the XX day of XX 2022.

CITY OF FORT LUPTON

Zo Hubbard, Mayor

Attest:

Maricela Peña, City Clerk

Approved as to form:

Andy Ausmus, City Attorney



SUBJECT FOR DISCUSSION

Authorizing the Purchase of Five (5) Motorola Handheld/Portable Radios for the Police Department in the amount of \$21,392.70 Allocated from the Police Equipment Fund

SUMMARY STATEMENT/BACKGROUND DISCUSSION

In anticipation of position increases and the extended time needed to fill electronics purchases, this AM will authorize the purchase of five (5) Motorola Handheld/Portable Radios to provide a radio of the new Victim Advocate position, Patrol Services Technician and Officer positions plus a spare unit pending the approval of the 3rd School Resource Officer.

FINANCIAL CONSIDERATIONS

This purchase (\$21,392.70) would come from the 2022 Police Equipment < \$5000 account.

LEGAL/POLITICAL CONSIDERATIONS

N/A

ALTERNATIVES/OPTIONS

A) Establish a shared equipment program.

STAFF RECOMMENDATIONS

Staff recommends approval.

Attachments: a. Motorola Quote/Invoice

Certification of Council Approval:

Ordinance No. _____

Resolution No. _____

City Clerk

Date



QUOTE-1939171
APX4000 X5

Billing Address:
FORT LUPTON POLICE DEPT,
CITY OF
FT LUPTON POLICE DEPT, CITY
OF
130 S MCKINLEY AVE
FORT LUPTON, CO 80621
US

Shipping Address:
FORT LUPTON POLICE DEPT,
CITY OF
FT LUPTON POLICE DEPT, CITY
OF
130 S MCKINLEY AVE
FORT LUPTON, CO 80621
US

Quote Date:11/01/2022
Expiration Date:12/31/2022
Quote Created By:
Wes Chisnall
Account Executive
wes.chisnall@bearcom.com
970-590-3461

End Customer:
FORT LUPTON POLICE DEPT, CITY OF
Will Carnes
WCarnes@FortLuptonCo.Gov
303-857-4011

Contract: 19860 - NASPO
Payment Terms:30 NET

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
	APX™ 4000 Series	APX4000				
1	H51UCF9PW6AN	APX 4000 7/800 MHZ MODEL 2 PORT	5	\$2,332.00	\$1,702.36	\$8,511.80
1a	QA01833AD	ADD: EXTREME NOISE REDUCTION	5	\$28.00	\$20.44	\$102.20
1b	Q667BB	ADD: ADP ONLY (NON-P25 CAP COMPLIANT) (US ONLY)	5	\$0.00	\$0.00	\$0.00
1c	G996AZ	ADD: PROGRAMMING OVER P25 (OTAP)	5	\$110.00	\$80.30	\$401.50
1d	QA02750AB	ALT: IMPRES LI-ION 2800MAH (PMNN4448)	5	\$110.00	\$80.30	\$401.50
1e	QA02756AB	ENH: 3600 OR 9600 TRUNKING BAUD SINGLE SYSTEM	5	\$1,727.00	\$1,260.71	\$6,303.55
1f	H869CE	ENH: MULTIKEY	5	\$363.00	\$264.99	\$1,324.95
1g	QA09008AA	ADD: GROUP SERVICES	5	\$165.00	\$120.45	\$602.25
1h	QA00580AF	ADD: TDMA OPERATION	5	\$495.00	\$361.35	\$1,806.75
1i	H885BK	ADD: 3Y ESSENTIAL SERVICE	5	\$95.00	\$95.00	\$475.00



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.
Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 - #: 36-1115800

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
1j	Q698AA	ADD: 2.5 INCH BELT CLIP	5	\$13.00	\$9.49	\$47.45
2	PMNN4448B	BATT IMPRES LIION IP68 2800T	5	\$153.30	\$111.91	\$559.55
3	PMMN4099CL	AUDIO ACCESSORY- REMOTE SPEAKER MICROPHONE,IP68 REMOTE SPEAKER MICROPHONE,3.5MM,UL	2	\$142.56	\$104.07	\$208.14
4	PMPN4576A	CHARGER,CHGR DESKTOP SINGLE UNIT IMPRES EXT PS US/NA/TW	5	\$82.08	\$59.92	\$299.60
5	PMLN7008A	2.5-INCH BELT CLIP	5	\$14.04	\$10.25	\$51.25
6	PMLN6129A	IMPRES 2 WIRE W/TRANS TUBE BLK	3	\$135.71	\$99.07	\$297.21

Grand Total **\$21,392.70(USD)**

Notes:

- Unless otherwise noted, this quote excludes sales tax or other applicable taxes (such as Goods and Services Tax, sales tax, Value Added Tax and other taxes of a similar nature). Any tax the customer is subject to will be added to invoices.





City Council Meeting
Date: November 15, 2022
Staff: Travis Aksamitowski,
IT Director

AM 2022-170
Consent Agenda ☒
Action Memorandum ☐
Public Hearing ☐

SUBJECT FOR DISCUSSION

Approving the ProofPoint Renewal in the Amount of \$23,221.69 Allocated from the General Fund

SUMMARY STATEMENT/BACKGROUND DISCUSSION

ProofPoint is the city's current SPAM, Archive solution for emails. The invoice is due to renew on December 22, 2022 for a one-year renewal.

FINANCIAL CONSIDERATIONS

The IT budget will be supplemented with an \$11,000 transfer from general fund misc. legal fees.

LEGAL/POLITICAL CONSIDERATIONS

ALTERNATIVES/OPTIONS

N/A

STAFF RECOMMENDATIONS

IT recommends the renewal of ProofPoint Professional with Archive Essentials for 1 year.

Attachments: a. N/A

Certification of Council Approval:

Ordinance No. _____

Resolution No. _____

City Clerk

Date



SUBJECT FOR DISCUSSION

Approve an Ordinance Accepting Public Right of Way From Lee Keith Hagler and Mandi Brook Hagler for 932.30 Feet by 55-feet of the Northern Portion of County Road 22

SUMMARY STATEMENT/BACKGROUND DISCUSSION

The Hagler Special Use Permit (Planning Case LUP2021-0027) site plan approval required the dedication of Right of Way along County Road 22 as condition of approval with Resolution No. 2022R024 approved on March 15, 2022.

CR 22 is designated as an Arterial in the City's Transportation Plan with a future ROW of 110-feet required.

This dedication includes property from section line (southern property line) to 55-feet north for ROW dedication.

FINANCIAL CONSIDERATIONS

Not Applicable.

LEGAL/POLITICAL CONSIDERATIONS

Change in ROW dedication documentation in coordination with County Assessor's office requires deed.

ALTERNATIVES/OPTIONS

- Accept Dedication
- Do nothing

STAFF RECOMMENDATIONS

City staff recommends acceptance of the 55-feet of public Right-of-Way from Lee and Mandi Hagler.

Attachments: a. Ordinance accepting ROW Dedication
 b. ROW Deed of Dedication

Certification of Council Approval:

Ordinance No. _____

Resolution No. _____

City Clerk

Date

ORDINANCE NO. 2022-xxxx

INTRODUCED BY:

AN ORDINANCE OF THE CITY COUNCIL OF FORT LUPTON ACCEPTING THE HAGLER SPECIAL USE PERMIT PUBLIC RIGHT OF WAY DEDICATION FOR COUNTY ROAD 22 LOCATED IN THE SOUTHWEST ¼ OF SECTION 10, TOWNSHIP 2 NORTH, RANGE 67 WEST OF THE SIXTH PRINCIPAL MERIDIAN, WELD COUNTY, COLORADO.

WHEREAS, Lee Keith Hagler and Mandi Brook Hagler, have this day filed with the City of Fort Lupton, Colorado (the "City"), its dedication of certain real estate, which Dedication is hereinabove set forth; and

WHEREAS, the City finds that said Dedication is desirable and necessary.

NOW THEREFORE BE IT RESOLVED that City Council hereby accepts said Dedication, and orders that the Instrument of Dedication be recorded in the Recorder's Office of the County of Weld, State of Colorado, and said described real estate is hereby declared open and dedicated pursuant to C.R.S. § 24-68-101, et seq.

THIS RIGHT OF WAY IS CREATED AND GRANTED THIS 15th DAY OF NOVEMBER 2022.

INTRODUCED, READ, AND PASSED ON FIRST READING, AND ORDERED PUBLISHED this 15th Day of November 2022.

PUBLISHED in the Fort Lupton Press the 24th day of November 2022.

FINALLY READ BY TITLE ONLY, PASSED AND ORDERED PUBLISHED BY TITLE ONLY this __ day of __ 2022.

PUBLISHED BY TITLE ONLY the _____ day of , 2022.

EFFECTIVE (after publication) the _ day of _ 2022.

CITY OF FORT LUPTON, COLORADO

Zo Hubbard, Mayor

ATTEST:

Maricela Peña, City Clerk

Approved as to form:

Andy Ausmus, City Attorney

NO DOCUMENTARY FEE - EXEMPT

SPECIAL WARRANTY DEED

FOR GOOD AND VALUABLE CONSIDERATION, receipt and sufficiency of which are hereby acknowledged, PROPERTY OWNER, (“Grantor”), hereby sells, grants, bargains and conveys to the CITY OF FORT LUPTON, a statutory city, whose address is 130 South McKinley Avenue, Fort Lupton, Colorado 80621 (“Grantee”). That certain real property located in the City of Fort Lupton, County of Weld, State of Colorado, the portion of County Road 22 right of way being dedicated is described as all of that portion lying between the southern Section Line of Section 10, Township 2 North, Range 67 West of the 6th P.M. north 55 feet for a distance of 932.30 feet east, more particularly described on Exhibit A, and as shown on the sketch, attached hereto and made a part hereof, legally described and depicted in Exhibit A attached hereto and made a part hereof (the “Property”),

TOGETHER with all and singular the hereditaments and appurtenances thereto belonging, or in anywise appertaining, the reversion and reversions, remainder and remainder, rents, issues and profits thereof, and all the estate, right, title, interest, claim and demand whatsoever of the Grantor, either in law of equity, of, in and to the said Property, with the hereditaments and appurtenances, unto the Grantee,

TO HAVE AND TO HOLD the said Property unto the Grantee, its successors and assigns. The Grantor, for itself and its successors, hereby agree that it shall WARRANT AND DEFEND the Property in a quiet and peaceable possession of the Grantee, its successors and assigns, against all and every person claiming the whole or any part thereof, by, through or under the Grantor and no others, subject to: (a) the liens for real property taxes and assessment for the current calendar year not yet due and payable; (b) all easements, leases, rights of way, covenants, conditions, liens, encumbrances, restrictions and other matters of record as of the date hereof; and (c) any building, zoning, subdivision and similar laws applicable to the Property.

[SIGNATURE FOLLOWS ON NEXT PAGE]

THIS RIGHT OF WAY CREATED AND GRANTED THIS ____ DAY OF _____, 2022.

LAND +OWNER/GRANTOR:

Lee Keith Hagler

Mandi Brook Hagler

Attested to:

Notary

STATE OF COLORADO)
)SS.
COUNTY OF WELD)

Subscribed and sworn to before me this ____ day of _____, 2022 by Lee Keith Hagler and Mandi Brook Hagler

Witness my hand and official seal.

NOTARY PUBLIC



EXHIBIT A

Engineers/Surveyors

Drexel, Barrell & Co.

NOVEMBER 9, 2022

Boulder
Colorado Springs
Greeley

LEGAL DESCRIPTION

1800 38th Street
Boulder, CO 80301-2620

303.442.4338
303.442.4373 Fax

A TRACT OF LAND BEING A PORTION OF LOT C, RECORDED EXEMPTION NO. 1311-10-03 RECX18-0072 AND SUBDIVISION EXEMPTION NO. 1311-10-03 SUBX18-0023; LOCATED IN THE SW1/4 OF SECTION 10, T2N, R67W OF THE 6TH P.M., COUNTY OF WELD, STATE OF COLORADO, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SAID SECTION 10, THENCE S89°56'05"E, 572.07 FEET ALONG THE SOUTH LINE OF SAID SW1/4 OF SECTION 10 TO THE SOUTHWEST CORNER OF SAID LOT C, SAID POINT BEING THE **TRUE POINT OF BEGINNING**;

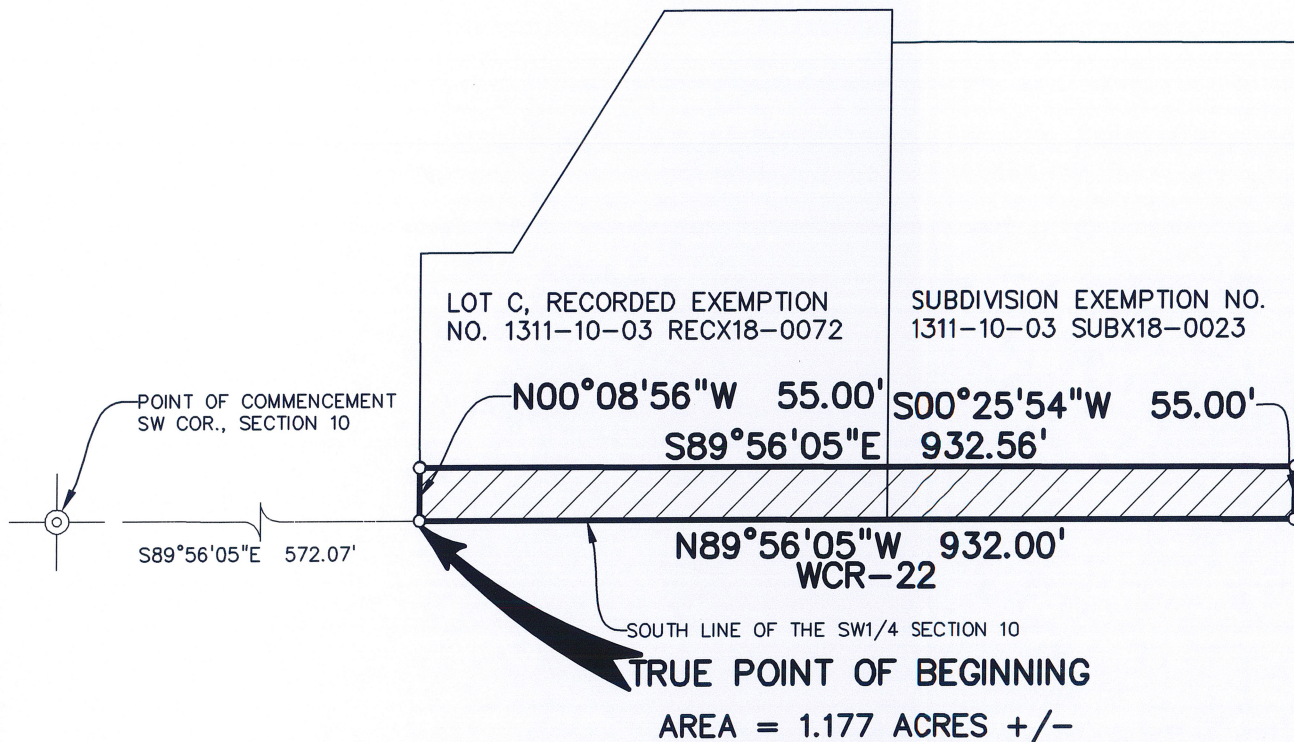
THENCE N00°08'56"W, 55.00 FEET ALONG THE WESTERLY LINE OF SAID LOT C; THENCE S89°56'05"E, 932.56 FEET TO THE EASTERLY LINE OF SAID SUBDIVISION EXEMPTION NO. 1311-10-03 SUBX18-0023; THENCE S00°25'54"W, 55.00 FEET ALONG SAID EASTERLY LINE OF SUBDIVISION EXEMPTION NO. 1311-10-03 SUBX18-0023 TO SAID SOUTH LINE OF THE SW1/4 OF SECTION 10; THENCE N89°56'05"W, 932.00 FEET ALONG SAID SOUTH LINE OF THE SW1/4 OF SECTION 10 TO THE **TRUE POINT OF BEGINNING**.

CONTAINING 1.177 ACRES.

LEGAL DESCRIPTION PREPARED BY:
MATHEW E. SELTERS
DREXEL, BARRELL & CO.
1800 38TH STREET
BOULDER, CO 80301
(303) 442-4338



EXHIBIT A



SCALE 1" = 200'

NOTES

1. THIS MAP IS NOT A LAND SURVEY PLAT OR AN IMPROVEMENT SURVEY PLAT. IT IS INTENDED ONLY TO DEPICT THE ATTACHED DESCRIPTION.

EXHIBIT MAP OF A TRACT OF
LAND LOCATED IN THE SW1/4
OF SECTION 10, T2N, R67W OF
THE 6TH P.M., COUNTY OF
WELD, STATE OF COLORADO.

IN ACCORDANCE WITH CRS 13-80-105;

NOTICE: ACCORDING TO COLORADO LAW YOU **MUST** COMMENCE ANY LEGAL ACTION BASED UPON ANY DEFECT IN THIS SURVEY WITHIN THREE YEARS AFTER YOU FIRST DISCOVER SUCH DEFECT. IN NO EVENT, MAY ANY ACTION BASED UPON ANY DEFECT IN THIS SURVEY BE COMMENCED MORE THAN TEN YEARS FROM THE DATE OF THE CERTIFICATION SHOWN HEREON.



Drexel, Barrell & Co. Engineers/Surveyors
1800 38TH STREET BOULDER, COLORADO 80301 (303) 442-4338
BOULDER, COLORADO (303) 442-4338
COLORADO SPRINGS, COLORADO (719) 280-0887
GREELEY, COLORADO (970) 351-0645

Revisions - Date	Date	Drawn By	Job No.
11-9-22	3-29-22	VJD	21431-00
	Scale	Checked By	Drawing No.
	1" = 200'	MES	IN FILE



SUBJECT FOR DISCUSSION

Approve a Resolution Accepting Community Service Workers' Accident Medical Plan (CSWAMP) for the 2023 Policy Year for an Estimated Amount of \$300.00.

SUMMARY STATEMENT/BACKGROUND DISCUSSION

Community Service Workers' Accident Medical Plan (CSWAMP) is an optional coverage offered by CIRSA. CSWAMP provides medical and accidental death and dismemberment (AD&D) coverage for community service workers who have been assigned to perform community service work by the entity's municipal court.

Prior to 2023, community service supervision for the Municipal Court was performed by a contracted vendor. It was the vendor's responsibility to provide insurance coverage for individuals assigned community service. Beginning in 2023, City Council approved the Municipal Court to provide supervision of community service workers in-house. Individuals ordered to perform community service do not qualify for coverage under CIRSA's Volunteer Accident Medical Plan (VAMP). Any possible payouts, per claim, are limited under the CSWAMP policy

FINANCIAL CONSIDERATIONS

The costs for CSWAMP is \$3.27 per worker. Anticipated costs for 2023 is \$300.00 and is within the 2023 budget.

LEGAL/POLITICAL CONSIDERATIONS

ALTERNATIVES/OPTIONS

Recommend staff research the possibility of alternate insurance carrier.

STAFF RECOMMENDATIONS

Staff recommends approval of Community Service Workers' Accident Medical Plan (CSWAMP).

Attachments:

- a. Proposed Resolution
- b. Letter from CIRSA dated October 25, 2022

Certification of Council Approval:

Ordinance No. _____

Resolution No. _____

City Clerk

Date

RESOLUTION NO. 2022-xxx

**A RESOLUTION ACCEPTING COMMUNITY SERVICE WORKER’S ACCIDENT MEDICAL PLAN (CSWAMP)
FOR THE 2023 POLICY YEAR**

WHEREAS, Municipal Code Section 2-141, created a Municipal Court within the City of Fort Lupton; and

WHEREAS, the Municipal Court may order community service work as part of the offender’s sentence; and

WHEREAS, Council finds Community Service Worker’s Accident Medical Plan benefits the health, safety and wellbeing of offenders ordered to perform community service;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Fort Lupton:

Section 1. Effective with the policy year starting on January 1, 2023, the City of Fort Lupton accepts CIRSA’s Community Service Worker’s Accident Medical Plan (CSWAMP) coverage for Municipal Court’s community service workers.

Section 2. The City of Fort Lupton’s City Clerk shall transmit a copy of the resolution to CIRSA.

APPROVED AND ADOPTED BY THE FORT LUPTON CITY COUNCIL THIS 15th DAY OF NOVEMBER 2022.

City of Fort Lupton, Colorado

Zo Hubbard, Mayor

Attest:

Mari Pena, City Clerk

Approved as to form:

Andy Ausmus, City Attorney

October 25, 2022

Leann Perino, Finance Director
City of Fort Lupton
130 South McKinley
Fort Lupton, CO 80621

**SUBJECT: Community Service Workers' Accident Medical Plan 2023
Program Plan Information and Data Collection Form**

Dear Leann:

Enclosed are the plan information and data collection form documents pertaining to the 2023 Community Service Workers' Accident Medical Plan (CSWAMP). Coverage is placed through a master program specially designed and negotiated for CIRSA with Wellfleet Insurance Company.

The 2023 CSWAMP rate is \$3.27 per community service worker. Your final 2023 premium is subject to audit. The rate is effective from January 1, 2023 through December 31, 2023.

The Plan Information provides a general summary of the coverages. All coverages are governed by the terms, conditions, exclusions, and limitations stated in the applicable coverage documents. **The enclosed Plan Information summary should not be relied on as a substitute for review of those documents.** If the enclosed information is not adequate for you to make a decision about participating in the coverage for 2023, please do not hesitate to contact your underwriting representative.

YOUR RECORD KEEPING OBLIGATIONS:

Your entity must keep a record of the individuals to be covered by the CSWAMP policy. **CSWAMP coverage will apply only to those individuals for whom the records are kept and only for the location, task or duties as described in those records.**

Your entity is required to keep records showing the individual's name, location to which they will be assigned, approximate number of hours worked, dates of service and description of task or duties. We cannot guarantee coverage if this information is not maintained.

Upon your acceptance of this coverage for 2023, we will send a packet containing a sample roster and registration form, with instructions, to you. The forms will be needed when completing the 2023 audit in January, 2024.

THE AGREEMENT:

Attached is an Data Collection form for your entity's participation in the 2023 CSWAMP Program. You may purchase this coverage at any time during the year. **However, CIRSA must receive your acceptance letter at least two (2) working days prior to the effective date of coverage.** Your 2023 invoice will be based on the deposit information you provide.



This coverage is optional. Your entity is not required to purchase this coverage.

For coverage effective January 1, 2023, please return the Data Collection Form no later than Tuesday, November 22, 2022.

Sincerely,



Catherine A. Wegman
Underwriting Representative

Enclosures



BLANKET ACCIDENT INSURANCE DATA COLLECTION
CSWAMP POLICY NO. SPR0-50572-609
EFFECTIVE DATE: 1/1/2023

Entity: City of Fort Lupton Department/Program Name: _____

Completed by/Title: _____ Phone Number: _____ Effective Date of Coverage: _____

Accident Medical Expense PRIMARY

Maximum Benefit Amount (per Injury): \$50,000

Deductible Amount (per Injury): \$ 0

Benefit Period: 52 Weeks

Accidental Death Benefit: \$10,000

Accidental Dismemberment Benefit

Principal Sum: \$10,000

Aggregate Limit: \$250,000

Catastrophic Cash Benefit: \$25,000

Name of location to which community service worker will be assigned (please attach additional paper if necessary)	Number of community service hours assigned per worker	Description of task or duties	Approximate number of community service workers** per year

Deposit premium computations:

*Total estimated number of community service workers:	Rate: \$3.27	Total: \$
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****PLEASE SEE ENCLOSED PLAN INFORMATION FOR ELIGIBILITY REQUIREMENTS**

Total Premium: \$ _____

Deposit Premiums will be adjusted by year-end audit based on actual usage of the program.

____ By submission of this application to CIRSA, the entity listed above hereby acknowledges and accepts the deposit premium and hereby requests the bindery of this coverage with Wellfleet Insurance Company.

____ The entity above rejects binding of this coverage for 2023.

Signature: _____ Date of Request: _____
(Signature be that of Mayor, Manager or Clerk)

***If additional pages of the application are used, please remember to include the additional numbers of participants in the computations for the total premium.**

This is NOT a bill. An invoice will be sent January 1, 2023.

**2023 COMMUNITY SERVICE WORKERS' ACCIDENT MEDICAL
COVERAGE PLAN (Optional)**

Coverage: This optional coverage provides medical and accidental death and dismemberment (AD&D) coverage for community service workers. It covers the community service workers who have been assigned to perform community service work by your entity's court but are working under the direct supervision of another entity and the community service workers who are working under the direct supervision and control of your employee(s). To be eligible for this coverage the worker cannot be entitled to benefits under any Workers' Compensation Act or similar law. Coverage is offered to both Property/Casualty and Workers' Compensation Pool members.

Community service workers must be at least 12 years old to be eligible.

<u>Limits:</u>	Accidental Death Benefit Amount:	\$ 10,000
	Accidental Dismemberment Benefit, Maximum Amount:	\$ 10,000
	Accidental Medical Expense Benefit (Primary):	\$ 50,000
	Dental Maximum (Per Tooth Per Accident):	\$ 250
	Aggregate Limit Per Occurrence:	\$ 250,000
	Catastrophic Cash (lump sum), Maximum Benefit:	\$ 25,000

Deductible: This plan has no deductible.

Premium Billing: A deposit premium will be billed effective the date your entity begins coverage under the policy. The deposit premium will be adjusted at the year-end audit based on actual participation numbers. Mid-year billings will be made if there is an addition of 15 or more participants to the program. All other additions will be adjusted at the year-end audit.

Record Keeping: Your entity is required to maintain registration or roster forms listing covered individuals throughout the year. These forms are to be used to determine your year-end audit actual participation numbers and to certify that an individual is an individual covered by this policy should a claim occur. Please make sure each community service worker is listed only once on the registration or roster forms. Each individual community service worker must be listed on either a registration or roster form for coverage to apply. Sample registration or roster forms will be provided to assist you in this process.

Claims: Wellfleet Insurance Company administers the claims. Claim forms will be provided. Injured persons should be directed to the physician of their choice. Attach bills for medical expenses being claimed to the completed claim form and send directly to:

Wellfleet Insurance Company
1500 Main Street, 10th Floor
PO Box 15369
Springfield, MA 01115

Fax: (413) 733-4612
Attention: Claims Department

Email: customerservice@wellfleetinsurance.com

If you have any questions regarding claims, please call Wellfleet at (800) 633-7867.

This information is provided only as a general summary of the coverages that apply or are available to CIRSA members. All coverages are governed by the terms, conditions, exclusions, and limits stated in the applicable coverage documents. **This summary should not be relied on as a substitute for review of those documents.**



SUBJECT FOR DISCUSSION

Award Retention Bonuses to Remaining Qualifying Employees Across the City Departments.

SUMMARY STATEMENT/BACKGROUND DISCUSSION

The City has awarded Retention Bonuses to Sworn Police Officers and Public Works Maintenance workers in the last 14 months. These bonuses have served as appreciation for employees who have stayed with the City in areas where recruitment and retention have been particularly challenging.

Staff is requesting that Council consider awarding Retention Bonuses to staff who meet the following criteria: 1) Full-time employees who have successfully completed their Initial Performance Review Period by 12/31/22 who have not already received a retention bonus in 2022; 2) full-time employees who have not yet completed the Initial Performance Review Period but have worked for the City on a part-time or seasonal basis for at least three years; or 3) part-time employees who have worked 700 or more hours in the past 12 months, since 11-19-21 through 11-11-22.

The purpose of these bonuses is to show appreciation to these employees to retain them. There have been several areas of savings in the budget primarily a result of vacancies. The qualifying staff would receive \$1500 full time and \$750 part time. This is similar to the previous retention bonus levels.

FINANCIAL CONSIDERATIONS

By fund, the costs are the following:

<u>Fund</u>	<u>Bonus</u>	<u>Taxes & Benefits</u>	<u>Total Cost</u>	<u>Remaining Salary Budget</u>
General Fund	\$ 65,910	\$ 7,899	\$ 73,809	\$ 367,629
Golf Course	15,150	1,810	16,960	5,404
Recreation Center	16,890	2,018	18,908	113,001
Community Center	8,550	1,022	9,572	(9,954)
Library	18,000	2,151	20,151	(9,083)
Total Cost	\$ 124,500	\$ 14,900	\$ 139,400	\$466,997

The "Remaining Salary Budget" column is an estimate of the amount of unexpended/(over expended) budget at year end after budgets are paid. The Library and Golf Course salaries budget will be over expended with the addition of bonus expenses; however; savings, exist in other areas of each funds budgets to cover the overage. The unexpended budget in the other funds is primarily based on savings associated with staff vacancies. Supplemental funds are not required.

LEGAL/POLITICAL CONSIDERATIONS

None

ALTERNATIVES/OPTIONS

Retention bonuses could not be awarded.

STAFF RECOMMENDATIONS

Staff seeks guidance from Council.

Certification of Council Approval:

Ordinance No. _____

Resolution No. _____

City Clerk

Date

Attachments: None



SUBJECT FOR DISCUSSION

Approve a Resolution to Opt Out Uncompensated Elected and/or Appointed Officials from the Workers' Compensation Policy and Add Them and Other City Volunteers to the Volunteer Accident Medical Plan (VAMP) for the 2023 Policy Year for the Amount of \$303.99

SUMMARY STATEMENT/BACKGROUND DISCUSSION

The City of Fort Lupton's uncompensated officials and volunteers have not been included on the Workers' Compensation (WC) insurance policy for most years since 2001. The City's uncompensated officials are not required to be covered by Workers' Compensation (WC) insurance, if the required application is made with the state.

Generally, those individuals covered by WC are compensated employee and paid elected officials. CIRSA offers the Volunteer Accident Medical Plan (VAMP) policy as an optional coverage for volunteers who are not compensated for their time while serving on a City board or committee. This coverage also covers other volunteers with the City. The benefits covered are detailed on page 4 of the CIRSA letter.

Under the State of Colorado Workers' Compensation Statutes, if an Unpaid Board member incurred an injury, the City would be subjected to its \$500 per claim deductible, as well as the State's regulations for payment of any and all virtually "unlimited" payouts related to the claim for expenses accrued.

Any possible payouts, per claim, are limited under the VAMP policy verses having higher limitations under the WC policy. Also, under the WC policy, the City runs the risk of having premium increases for WC coverage, as those premiums are based on basic coverage plus the "risk" of the entity as a whole. If there were a WC claim which reached a high level of experience, it will affect the City's risk rating and will be reflected in the overall premium to be paid for WC coverage. By having the VAMP policy available for uncompensated officials, the City will minimize its WC risk possibility.

VAMP also provides some cover to the City should one of its volunteers be injured while volunteering for the City, though it does not prohibit a volunteer from pursuing action against the City.

FINANCIAL CONSIDERATIONS

The City of Fort Lupton expects to have a total 120 volunteers and 1 mounted ranger covered by the Volunteer Accident Medical Plan (VAMP) for a cost of \$303.99 for 2023. The cost is \$2.48 per volunteer and \$6.39 per Colorado Mounted Ranger. Workers Compensation and the Volunteer Accident Medical Plan premiums are included in the 2023 budget in the General fund for all volunteers and uncompensated elected and/or appointed officials.

LEGAL/POLITICAL CONSIDERATIONS

Not applicable

ALTERNATIVES/OPTIONS

There is only one alternative, per State and Federal Law, which is to include the City of Fort Lupton's uncompensated elected and/or appointed officials in the City's Workers' Compensation Insurance Policy. There is no alternative coverage for volunteers.

Certification of Council Approval:

Ordinance No. _____

Resolution No. _____

City Clerk

Date

STAFF RECOMMENDATIONS

Approve the AM and Resolution to opt out uncompensated elected and/or appointed officials from the Workers' Compensation Policy and place them on the Volunteer Accident Medical Plan (VAMP) for the 2023 Policy year. This action will also cover other City volunteers.

Attachments: a. Proposed Resolution
 b. Letter from CIRSA dated October 25, 2022

RESOLUTION NO. 2022-xxx

A RESOLUTION PROVIDING THAT CERTAIN ELECTED AND/OR APPOINTED OFFICIALS OF THE CITY OF FORT LUPTON SHALL BE DEEMED NOT TO BE “EMPLOYEES” WITHIN THE MEANING OF THE WORKERS’ COMPENSATION LAWS.

WHEREAS, C.R.S. Section 8-40-202(1)(a)(I)(B) permits the City of Fort Lupton to opt not to include certain officials under the City of Fort Lupton’s workers’ compensation coverage; and

WHEREAS, such officials must not receive any compensation for service rendered as such, other than reimbursement of actual expenses; and

WHEREAS, said option may be exercised as to any category or combination of categories of such officials; and

WHEREAS, said option may be exercised for any policy year by the City Council by the filing of a statement with the Division of Workers’ Compensation of the Colorado Department of Labor and Employment not less than 45 days before the start of the policy year for which the option is to be exercised;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Fort Lupton:

Section 1. Effective with the policy year starting on January 1, 2023, the following categories of elected and/or appointed officials who receive no compensation for service rendered as such, other than reimbursement of actual expenses, shall be excluded from the definition of an “employee” for purposes of workers’ compensation coverage, and shall not be covered under the City of Fort Lupton’s workers’ compensation coverage:

- a. Board of Adjustment
- b. Cemetery Committee
- c. Culture Parks Recreation and Museum Committee
- d. Finance Committee
- e. Golf Committee
- f. Historic Preservation Board
- g. Library Board
- h. Planning Commission
- i. Public Safety Committee
- j. Senior Citizen Committee
- k. Special Projects Committee
- l. Fort Lupton Urban Renewal Authority

Section 2. The City of Fort Lupton’s City Clerk shall transmit a copy of the resolution to each official who is a member of the bodies identified in Section 1 above.

Section 3. The City of Fort Lupton shall transmit a copy of this resolution to Pinnacol Assurance and to the Division of Workers’ Compensation of the Colorado Department of Labor and Employment.

APPROVED AND ADOPTED BY THE FORT LUPTON CITY COUNCIL THIS 15th DAY OF NOVEMBER 2022.

City of Fort Lupton, Colorado

Zo Hubbard, Mayor

Attest:

Maricela Peña, City Clerk

Approved as to form:

Andy Ausmus, City Attorney

October 25, 2022

Leann Perino, Finance Director
City of Fort Lupton
130 South McKinley
Fort Lupton, CO 80621

**SUBJECT: Volunteer Accident Medical Plan 2023
Program Plan Information and Data Collection Form**

Dear Leann:

Enclosed are the plan information and data collection form documents pertaining to the 2023 Volunteer Accident Medical Plan (VAMP). Coverage is placed through a master program specially designed and negotiated for CIRSA with Wellfleet Insurance Company.

The 2023 VAMP rates are \$2.48 per volunteer (including uncompensated elected/appointed officials, when not covered by workers' compensation) and \$6.39 per volunteer unsworn rangers and/or patrol (i.e. Colorado Mounted Rangers). Your final 2023 premium is subject to audit. The rates are effective from January 1, 2023 through December 31, 2023.

The Plan Information provides a general summary of the coverages. All coverages are governed by the terms, conditions, exclusions, and limitations stated in the applicable coverage documents. **The enclosed Plan Information summary should not be relied on as a substitute for review of those documents.** If the enclosed information is not adequate for you to make a decision about participating in the coverage for 2023, please do not hesitate to contact your underwriting representative.

YOUR RECORD KEEPING OBLIGATIONS:

Your entity must keep a record of the individuals to be covered by the VAMP policy. **VAMP coverage will apply only to those individuals for whom the records are kept and only for the location, tasks or duties as described in those records.**

Your entity is required to keep records showing the individual's name, their position or activity, approximate number of hours worked, dates of service, description of duties and their volunteer status (i.e. volunteer or volunteer unsworn rangers and/or patrol). We cannot guarantee coverage if this information is not maintained.

Upon your acceptance of this coverage for 2023, we will forward a packet with a sample registration and roster form, with instructions, to you. The forms will be needed when completing the 2023 audit in January, 2024.

THE AGREEMENT:

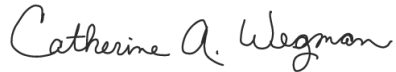
Attached is an Data Collection Form for your entity's participation in the 2023 VAMP Program. You may purchase this coverage at any time during the year. **However, CIRSA must receive your acceptance letter at least two (2) working days prior to the effective date of coverage.** Your 2023 invoice will be based on the deposit information you provide.



This coverage is optional. Your entity is not required to purchase this coverage.

For coverage effective January 1, 2023, please return the Data Collection Form no later than Tuesday, November 22, 2022.

Sincerely,



Catherine A. Wegman
Underwriting Representative

Enclosures



BLANKET ACCIDENT INSURANCE DATA COLLECTION
VAMP POLICY NO. SPR0-50571-609
EFFECTIVE DATE: 1/1/2023

Entity: City of Fort Lupton Department/Program Name: _____

Completed by/Title: _____ Phone Number: _____ Effective Date of Coverage: _____

Accident Medical Expense PRIMARY:

Maximum Benefit Amount (per Injury): \$50,000

Deductible Amount (per Injury): \$ 0

Benefit Period: 52 Weeks

Accidental Death Benefit: \$10,000

Accidental Dismemberment Benefit

Principal Sum: \$10,000

Aggregate Limit: \$250,000

Catastrophic Cash Benefit: \$25,000

Name of position or activity	Approximate number of hours per day or week per volunteer	Description of task or duties performed or assigned	Approximate number of volunteers per year

Deposit Premium Computations:

*Total number of volunteers:	Rate: \$2.48	Total: \$
*Total number of uncompensated elected appointed officials:	Rate: \$2.48	Total: \$
*Total number of volunteer unsworn rangers and/or patrol:	Rate: \$6.39	Total: \$

****PLEASE SEE ENCLOSED PLAN INFORMATION FOR ELIGIBILITY REQUIREMENTS**

Total Premium: \$ _____

Deposit Premiums will be adjusted by year-end audit based on actual usage of the program.

____ By submission of this application to CIRSA, the entity listed above hereby acknowledges and accepts the deposit premium and hereby requests the bindery of this coverage with Wellfleet Insurance Company.

____ The entity above rejects binding of this coverage for 2023.

Signature: _____ Date of Request: _____

(Signature be that of Mayor, Manager or Clerk)

***If additional pages of the application are used, please remember to include the additional numbers of participants in the computations for the total premium.**

This is NOT a bill. An invoice will be sent January 1, 2023.

2023 VOLUNTEER ACCIDENT MEDICAL COVERAGE PLAN (Optional)

Coverage: This optional coverage provides medical and accidental death and dismemberment (AD&D) coverage for non-statutory volunteers and volunteer unsworn rangers and/or patrol (i.e. Colorado Mounted Rangers) who are not covered by the Colorado Workers' Compensation Act and who do not receive monetary remuneration. Coverage is offered to both Property/Casualty and Workers' Compensation Pool members.

Uncompensated elected and appointed officials may also be eligible for this coverage if the member has met the filing requirements of the Division of Workers' Compensation and is not providing Workers' Compensation coverage for them.

Limits:	Accidental Death Benefit Amount:	\$ 10,000
	Accidental Dismemberment Benefit, Maximum Amount:	\$ 10,000
	Accidental Medical Expense Benefit (Primary):	\$ 50,000
	Dental Maximum (Per Tooth Per Accident):	\$ 250
	Aggregate Limit Per Occurrence:	\$ 250,000
	Catastrophic Cash (lump sum), Maximum Benefit:	\$ 25,000

Deductible: This plan has no deductible.

Premium Billing: A deposit premium will be billed effective the date your entity begins coverage under the policy. The deposit premium will be adjusted at the year-end audit based on actual participation members. Mid-year billings will be done if there is an addition of 15 or more participants to the program. All other additions will be adjusted at the year-end audit.

Record Keeping: Your entity is required to maintain registration or roster forms listing covered individuals throughout the year. These forms are to be used to determine your year-end audit actual participation numbers and to certify an individual is an individual covered by this policy should a claim occur. Please make sure each volunteer is listed only once on the registration or roster forms. Each individual volunteer or volunteer unsworn rangers and/or patrol must be listed on either a registration or roster form for coverage to apply. Sample registration or roster forms will be provided to assist you in this process.



Claims: Wellfleet Insurance Company administers the claims. Claim forms will be provided. Injured persons should be directed to the physician of their choice. Attach bills for medical expenses being claimed to the completed claim form and send directly to:

Wellfleet Insurance Company
1500 Main Street, 10th Floor
PO Box 15369
Springfield, MA 01115

Fax: (413) 733-4612
Attention: Claims Department

Email: customerservice@wellfleetinsurance.com

If you have any questions regarding claims, please call Wellfleet at (800) 633-7867.

This information is provided only as a general summary of the coverages that apply or are available to CIRSA members. All coverages are governed by the terms, conditions, exclusions, and limits stated in the applicable coverage documents. **This summary should not be relied on as a substitute for review of those document.**





SUBJECT FOR DISCUSSION

Increase the contribution amounts in the City's 401(a) Money Purchase Retirement Plan for Non-Sworn Police Officer Personnel for Both Employer and Employee from 4.0% to 4.5%.

SUMMARY STATEMENT/BACKGROUND DISCUSSION

The City has two retirement plans, one for its sworn police officers and one for the rest of its employees, its non-sworn police officer personnel. Council approved an increase in the contribution for both employee and employer on the sworn police officer retirement savings plan from 9.7% to 10.2% in 2022. The plan is to increase the contribution to 10.7% in 2023 and possibly 11.2% in 2024.

Staff would like to consider offering a richer benefit to non-sworn police officer personnel and increase both the employer and employee contribution from 4.0% to 4.5% in 2023. The purpose would be to offer a better benefit so that the City may improve its abilities to retain and attract qualified employees. According to data obtained from CML, Fort Lupton's current contribution level is not as competitive as surrounding communities for which we compete for talent. This essentially results in a 0.5% pay increase for employees and increases employee retirement savings.

FINANCIAL CONSIDERATIONS

The projected cost increase to the City will be \$37,672 for 2023. This is contingent upon headcount and payroll. The employees will pay an identical cost, however, it will be a pre-tax contribution, so the net effect on paychecks will be less because it reduces an employee's taxable income.

<u>Fund</u>	<u>4% VALIC</u>	<u>4.5% VALIC</u>	<u>Increase</u>
General Fund	\$ 144,893	\$ 163,001	\$ 18,108
Community Center	13,954	15,698	1,744
Recreation Center	16,391	18,442	2,051
Golf Course	17,206	19,357	2,151
Library	21,531	24,222	2,691
Total Civilian VALIC	\$ 213,975	\$ 240,720	\$ 26,745
	<u>10.2% VALIC</u>	<u>10.7% VALIC</u>	<u>Increase</u>
Police Officers (General Fund)	\$ 222,886	\$ 233,813	\$ 10,927
Total VALIC	\$ 436,861	\$ 474,533	\$ 37,672

LEGAL/POLITICAL CONSIDERATIONS

Changes to the plans will require plan amendments, which are required to be approved by Council. A resolution will also be required. When the plan documents are prepared, these will be brought to Council at a later date for approval.

ALTERNATIVES/OPTIONS

Certification of Council Approval:

Ordinance No. _____

Resolution No. _____

City Clerk

Date

1. The City could make no changes to the retirement savings plan benefit for non-sworn personnel.
2. The City could only increase the employer contribution and not the employee contribution to the retirement savings plan benefit for non-sworn personnel.
3. Instead of contributing to the mandatory 401(a) plan, the City could contribute to the voluntary 457 plan for non-sworn personnel and make that contribution contingent upon employee contribution.
4. Instead of contributing to the mandatory 401(a) plan, the City could contribute to the voluntary 457 plan for non-sworn personnel without requiring any employee contribution to receive the employer contribution.

STAFF RECOMMENDATIONS

Staff seeks guidance from Council.

Attachments: None



SUBJECT FOR DISCUSSION

Approving the Purchase and Up-Fitting of Two (2) Police Vehicles for a Total of \$122,854.93 Allocated from the General Fund

SUMMARY STATEMENT/BACKGROUND DISCUSSION

Earlier this year, we ordered patrol vehicles for 2023 with the expectation of delivery after January 1, 2023. We have been informed that two (2) of those vehicles have arrived early. This AM authorizes the accelerated purchase of those vehicles. One will replace the Chief's 2016 Tahoe and the other will be an unmarked patrol vehicle. The total cost for the Chief's vehicle is \$55,274.48 and the patrol vehicle is \$67,580.45.00. Both total \$122854.93.

FINANCIAL CONSIDERATIONS

This will require a supplemental appropriation in the General Fund for the purchase and up-fitting costs.

LEGAL/POLITICAL CONSIDERATIONS

N/A

ALTERNATIVES/OPTIONS

A) Decline the Purchase.

STAFF RECOMMENDATIONS

Staff recommends approval.

Attachments: a. BearCOM and John Elway Chevrolet Invoices

Certification of Council Approval:

Ordinance No. _____

Resolution No. _____

City Clerk

Date



Customer: CITY OF FORT LUPTON
Purchase Order # #:

Customer #: 1747990
Sales Rep: Brian Fields

Quote #: 1971
Delivery Due Date:

Ship-to Address:

CITY OF FORT LUPTON
 130 S MCKINLEY AVE
 FORT LUPTON, CO 80621-1343
 United States

Bill-to Address:

CITY OF FORT LUPTON
 CITY OF FORT LUPTON
 130 S MCKINLEY AVE
 FORT LUPTON, CO 80621-1343
 United States

Item	Item Description	Qty	Price	Total
2021 Chevy Tahoe				
ILABOR	INSTALL LABOR	15	\$125.00	\$1,875.00
CPE	CUSTOMER PROVIDED EQUIPMENT	1	\$0.00	\$0.00
	2 PIECE MOTO RADIO			
	FACTORY HIGH BEAM WIG WAG			
	FACTORY CENTER CONSOLE			
ENGCC01243	EVCS Central Controller v. 3	1	\$392.21	\$392.21
HKN6188	MOT CABLE, POWER AND SPEAKER	1	\$39.77	\$39.77
	MOTO RADIO PREP			
HKN4192	MOT SPECTRA 20 MBL PWR CABLE	1	\$38.26	\$38.26
	MOTO RADIO PREP			
292-522	VISATON FRS8-4 3.3in. SPEAKERS	1	\$22.36	\$22.36
	FLUSH MOUNT OVERHEAD SPEAKER			
292-526	VISATON GRILL FOR FRS8 SERIES	1	\$9.29	\$9.29
PCTCN7080	TES 760-870 1/4 WAVE ANTENNA	1	\$10.62	\$10.62
	WELD COUNTY COMPLIANT RADIO ANTENNS			
RFU-600-1	RFI MINI UHF MALE CRIMP CONN	1	\$2.72	\$2.72
NMOKHFUD	TES 0-6000MHZ,3/4 MOUNT	1	\$17.90	\$17.90
911220	2021 TAHOE MAIN HARNESS	1	\$550.00	\$550.00
99-004-004	90 FUSE HOLDER BRACKET	1	\$25.00	\$25.00
47211	GROUND STUD	1	\$6.86	\$6.86
6006B	Switch Battery M ON/OFF w/Knob	1	\$21.00	\$21.00
ENGLMK001	BLUELINK-21+ TAHOE	1	\$395.56	\$395.56
EMPS2STS4D	mPOWER Stud Mount Surface R/W	1	\$122.00	\$122.00
	DRIVER GRILL LIGHT			
EMPS2STS4E	mPOWER Stud Mount Surface B/W	1	\$122.00	\$122.00
	PASSENGER GRILL LIGHT			
ETSS100J5	SOS 100W SIREN SPKR,5 YR WARAN	1	\$178.78	\$178.78
	SINGLE SIREN SPEAKER			
ETSSVBK07	21 TAHOE SIREN BRKT 10R2 SPKR	1	\$32.40	\$32.40
ESLRL61058	61 IN SL RUNNER 5 MOD RWB	2	\$349.62	\$699.24
	RED/WHITE/BLEU RUNNING BOARD LIGHTS			
ENFWBFS-C06-2	21-22 TAHO F VISOR DUAL RW BW	1	\$1,045.00	\$1,045.00
	FULL WIDTH FRONT WINDSHIELD LIGHT			
	RED/WHITE DRIVER HALF			
	BLUE/WHITE PASSENGER HALF			
	WHITE OVERRIDE AS SCENE			
PMP2WSSSB	4in. Window Shroud Kit - BLK	2	\$8.08	\$16.16
EMPS2STS5RBW	mPOWER Tri Color, 4in. Stud Mo	2	\$133.00	\$266.00
	CARGO SIDE LIGHTS			
	MOUNT HIGH WITH SHROUDS			
ENFWBRF-C06-2	21-22 TAHO R VISOR DUAL RA BA	1	\$1,045.00	\$1,045.00



Customer: CITY OF FORT LUPTON
Purchase Order # #:

Customer #: 1747990
Sales Rep: Brian Fields

Quote #: 1971
Delivery Due Date:

Ship-to Address:

CITY OF FORT LUPTON
 130 S MCKINLEY AVE
 FORT LUPTON, CO 80621-1343
 United States

Bill-to Address:

CITY OF FORT LUPTON
 CITY OF FORT LUPTON
 130 S MCKINLEY AVE
 FORT LUPTON, CO 80621-1343
 United States

Item	Item Description	Qty	Price	Total
	FULL WIDTH REAR WINDOW LIGHT RED/AMBER DRIVER HALF BLUE/AMBER PASSENGER HALF			
	AMBER OVERRIDE AS ARROW			
ENGSA07141	480 SIREN BLUEPRINT CNTRL, SIN	1	\$378.86	\$378.86
	SINGLE SIREN AMP WITH POWER DISTRIBUTION			
99-003-008	SINGLE MPOWER GRILLE TOP MOUNT	1	\$50.00	\$50.00
911223	2021 TAHOE UNDERHOOD HARNESS	1	\$195.00	\$195.00
911222	2021 TAHOE UNDERHOOD HARNESS	1	\$150.00	\$150.00
99-004-008	NODE MOUNT TAHOE 2020	1	\$15.00	\$15.00
ENGND04101	EVCS Remote Node	2	\$220.69	\$441.38
911221	2021 TAHOE TAIL LIGHT HARNESS	1	\$275.00	\$275.00
FS2600	FLASH ALL BRAKE LIGHTS AGAINST BLACKOUT BRAKE/REVERSE FOR COVERT OPERATIONS FLASH OEM BRAKE AGAINST REVERSE	1	\$65.57	\$65.57
PSRNHHC1	HAND HELD CONTROLLER, ETSAA61H HANDHELD LIGHT/SIREN TOUCHPAD	1	\$170.00	\$170.00
17040	MAGNETIC MICR SYSTEM	1	\$42.00	\$42.00
	MAGNETIC RADIO MIC HOLDER			
ECVDMLTAL00	Universal LED Dome Light - 6in OVERHEAD FRONT DOME LIGHT RED/WHITE	1	\$76.54	\$76.54
TK0254TAH21	CARGO BOX TOA-TRAY OPEN TOP CARGO VAULT TRAY OPEN TOP DRAWER WITH KEY LOCK	1	\$1,300.00	\$1,300.00
99-013-004	SETINA VAULT EQUIPMENT DRAWER ELECTRONICS DRAWER ATTACHES UNDER CARGO VAULT	1	\$315.00	\$315.00
DSR-2X	2 DIRECTIONAL RADAR NO INSTALL	1	\$3,250.00	\$3,250.00
155-2211-00	CABLE, REMOTE DISPLAY RADAR SEPERATION CABLE ALLOWS RADAR DISPLAY TO MOUNT SEPARATE FROM MAIN UNIT	1	\$90.00	\$90.00
TINT-9	WINDOW TINT, EYEBROW ONLY TINT STRIP AT TOP EDGE OF WINDSHIELD	1	\$50.00	\$50.00
TINT-6	WINDOW TINT, FRONT WINDOWS ONL TINT FRONT DOORS ONLY TO MATCH REST OF DOORS	1	\$120.00	\$120.00

This quote is valid until: 12/9/2022

Total: \$13,917.48

Notes: CHIEF 2023 TAHOE



Customer: CITY OF FORT LUPTON
Purchase Order # #:

Customer #: 1747990
Sales Rep: Brian Fields

Quote #: 1971
Delivery Due Date:

Ship-to Address:

CITY OF FORT LUPTON
130 S MCKINLEY AVE
FORT LUPTON, CO 80621-1343
United States

Bill-to Address:

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This quote is based upon BearCom's standard terms of sales, rental and service, located at <https://bearcom.com/terms-of-sale>

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CUSTOMER SIGNATURE: _____ DATE: _____

Date Printed: 11/9/2022

Page 3 of 3



Customer: CITY OF FORT LUPTON
Purchase Order #:

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Item	Item Description	Qty	Price	Total
2021 Chevy Tahoe				
ILABOR	INSTALL LABOR	21	\$125.00	\$2,625.00
CPE	CUSTOMER PROVIDED EQUIPMENT	1	\$0.00	\$0.00
	ZEBRA HANDHELD PRINTER			
	IBR900 MODEM			
	FACTORY DRIVER SPOTLIGHT			
	FACTORY FRONT AND REAR WIG WAG			
	DELL 5424 LAPTOP			
ENGCC01243	EVCS Central Controller v. 3	1	\$392.21	\$392.21
ENGCP18001	EVCS Remote Control Panel	1	\$175.43	\$175.43
	STANDARD LIGHT/SIREN TOUCHPAD			
HKN6188	MOT CABLE, POWER AND SPEAKER	1	\$39.77	\$39.77
	MOTOROLA RADIO PREP			
HKN4192	MOT SPECTRA 20 MBL PWR CABLE	1	\$38.26	\$38.26
	MOTOROLA RADIO PREP			
292-522	VISATON FRS8-4 3.3in. SPEAKERS	1	\$22.36	\$22.36
	OVERHEAD FLUSH MOUNT RADIO SPEAKER			
292-526	VISATON GRILL FOR FRS8 SERIES	1	\$9.29	\$9.29
PCTCN7080	TES 760-870 1/4 WAVE ANTENNA	1	\$10.62	\$10.62
RFU-600-1	RFI MINI UHF MALE CRIMP CONN	1	\$2.72	\$2.72
NMOKHFUD	TES 0-6000MHZ,3/4 MOUNT	1	\$17.90	\$17.90
SH-IN2617	5G BLACK 2LTE/2WIFI/1GPS	1	\$320.00	\$320.00
B00HUX9QD2	AMA CAT6 CABLES 2PK 25FT	1	\$25.00	\$25.00
911220	2021 TAHOE MAIN HARNESS	1	\$550.00	\$550.00
99-004-004	90 FUSE HOLDER BRACKET	1	\$25.00	\$25.00
47211	GROUND STUD	1	\$6.86	\$6.86
6006B	Switch Battery M ON/OFF w/Knob	1	\$21.00	\$21.00
ENGLMK001	BLUELINK-21+ TAHOE	1	\$395.56	\$395.56
SC-1902	MOMENTARY PUSHBUTTON SWITCH	2	\$9.29	\$18.58
	HATCH LIGHTS BUTTON			
	EMERGENCY MODE BUTTON			
7160-0846	MCS - INTERNAL CUP HOLDER	1	\$66.44	\$66.44
7160-0429	REAR MOUNT FLIP UP ARMREST	1	\$188.75	\$188.75
11010	SINGLE LIGHTER PLUG POWER CIG	3	\$4.93	\$14.79
11011	SINGLE LIGHTER PLUG CAP CIG PL	3	\$1.17	\$3.51
911067	CIG PLUG HARNESS	1	\$15.57	\$15.57
IBR57	DUAL USB CHARGER	1	\$26.00	\$26.00
17040	MAGNETIC MICR SYSTEM	2	\$42.00	\$84.00
7160-1216-09	MONGOOSE XLE 9 INCH	1	\$424.31	\$424.31
	SWING ARM TO HOLD COMPUTER DOCK			
WEI-009	FRAME W/ PLATES TO MNT HANDCUF	2	\$350.00	\$700.00
SC-6_HXL	ELECTRIC W/HANDCUFF KEY, EXTRA	2	\$140.00	\$280.00
75812	STINGER DS LED W/ DC	1	\$140.00	\$140.00
1K0574TAH21FSR	6VS SPT - FULL REPL. SEAT	1	\$1,020.00	\$1,020.00
QK1374TAH21	FULL TRANSPORT REPLACEMT SEAT	1	\$917.00	\$917.00
PK0316TAH212ND	12VS 2ND CTD POLY 21 TAHOE	1	\$501.00	\$501.00
WK0595TAH21	WINDOW BARRIER VS POLY	1	\$289.00	\$289.00
99-013-004	SETINA VAULT EQUIPMENT DRAWER	1	\$295.00	\$295.00



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Item	Item Description	Qty	Price	Total
911225	2021 TAHOE REAR HATCH HARNESS	2	\$75.00	\$150.00
EMPS2STS4D	mPOWER Stud Mount Surface R/W DRIVER GRILL LIGHTS 1 FORWARD FACING 1 ANGLE FACING	2	\$122.00	\$244.00
EMPS2STS4E	mPOWER Stud Mount Surface B/W PASSENGER GRILL LIGHTS 1 FORWARD FACING 1 ANGLE FACING	2	\$122.00	\$244.00
ETSS100J5	SOS 100W SIREN SPKR,5 YR WARAN DUAL SIREN SPEAKERS	2	\$178.78	\$357.56
ETSSVBK07	21 TAHOE SIREN BRKT 10R2 SPKR	1	\$32.40	\$32.40
ESLRL61058	61 IN SL RUNNER 5 MOD RWB RUNNING BOARD LIGHTS RED/WHITE/BLUE	2	\$349.62	\$699.24
PMP2BKUMB5-D	21 TAH DRIVER MIRROR BRKT	1	\$25.70	\$25.70
PMP2BKUMB5-P	21 TAH PASS MIRROR BRKT	1	\$25.70	\$25.70
ENT3B3D	DUAL COLOR INTERSECTOR, SURFAC DOOR UNDER MIRROR LIGHTS	1	\$185.00	\$185.00
ENT3B3E	DUAL COLOR INTERSECTOR, SURFAC DOOR UNDER MIRROR LIGHTS	1	\$185.00	\$185.00
ENFWBFS-C06-2	21-22 TAHO F VISOR DUAL RW BW FULL WIDTH FRONT WINDSHIELD LIGHT RED/WHITE DRIVER HALF BLUE/WHITE PASSENGER HALF	1	\$1,045.00	\$1,045.00
PMP2WSSSB	WHITE OVERRIDE AS SCENE 4in. Window Shroud Kit - BLK	2	\$8.08	\$16.16
EMPS2STS5RBW	mPOWER Tri Color, 4in. Stud Mo CARGO SIDE LIGHTS MOUNT HIGH WITH SHROUDS	2	\$133.00	\$266.00
ENFWBRF-C06-2	21-22 TAHO R VISOR DUAL RA BA FULL WIDTH REAR WINDOW LIGHT RED/AMBER DRIVER HALF BLUE/AMBER PASSENGER HALF	1	\$1,045.00	\$1,045.00
EMPSG2STS4D	AMBER OVERRIDE AS ARROW SOUNDOFF 4IN FASCIA R/W 3WR HATCH BOTTOM LIGHT FACES REAR WHEN OPEN REAR LICENSE PLATE LIGHT MOUNT TO HATCH	2	\$122.00	\$244.00
EMPSG2STS4E	SOUNDOFF 4IN FASCIA B/W 3WR HATCH BOTTOM LIGHT FACES REAR WHEN OPEN REAR LICENSE PLATE LIGHT MOUNT TO HATCH	2	\$122.00	\$244.00
DSR-2X	2 DIRECTIONAL RADAR	1	\$3,250.00	\$3,250.00



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Item	Item Description	Qty	Price	Total
	COMES WITH TAHOE VEHICLE SPEED SENSE CABLE			
155-2211-00	CABLE, REMOTE DISPLAY	1	\$90.00	\$90.00
ECVDMLTAL00	Universal LED Dome Light - 6in	2	\$76.54	\$153.08
	OFFICER SOME LIGHT IN CAB			
	CARGO DOME LIGHT BOTTOM OF HATCH			
CA-0130	DARTA 18in. WHITE/RED LED MAP	1	\$74.60	\$74.60
M09400RCL	Red LED Mini Marker Light, Cle	1	\$8.98	\$8.98
	PRISONER LIGHT			
ENGSA07152	480 SIREN BLUEPRINT CNTRL, DUA	1	\$476.57	\$476.57
	DUAL SIREN LIGHT/SIREN CONTROL WITH POWER DISTRIBUTION			
99-003-007	LOWER MPOWER GRILLE	1	\$50.00	\$50.00
99-003-008	SINGLE MPOWER GRILLE TOP MOUNT	1	\$50.00	\$50.00
99-005-021	21 CHEVY TAH FRNT RADAR DIS	1	\$50.00	\$50.00
99-005-022	21 CHEVY TAH REAR ANT HEAD MNT	1	\$70.00	\$70.00
911223	2021 TAHOE UNDERHOOD HARNESS	1	\$195.00	\$195.00
911222	2021 TAHOE UNDERHOOD HARNESS	1	\$150.00	\$150.00
99-004-008	NODE MOUNT TAHOE 2020	1	\$0.00	\$0.00
911204	CASPERS CONSOLE HARNESS	1	\$62.00	\$62.00
911069	480 Console Extension	1	\$15.57	\$15.57
ENGND04101	EVCS Remote Node	3	\$220.69	\$662.07
911221	2021 TAHOE TAIL LIGHT HARNESS	1	\$275.00	\$275.00
FS2600	FLASH ALL BRAKE LIGHTS AGAINST	1	\$65.57	\$65.57
	BLACKOUT BRAKE/REVERSE FOR COVERT OPERATIONS			
	FLASH OEM BRAKE AGAINST REVERSE			
TK0254TAH21	CARGO BOX TOA-TRAY OPEN TOP	1	\$1,300.00	\$1,300.00
	CARGO VAULT			
	TRAY OPEN TOP			
	DRAWER WITH KEY LOCK			
99-013-004	SETINA VAULT EQUIPMENT DRAWER	1	\$315.00	\$315.00
	ELECTRONICS DRAWER			
	ATTACHES UNDER CARGO VAULT			
TINT-9	WINDOW TINT, EYEBROW ONLY	1	\$50.00	\$50.00
	TINT STRIP AT TOP EDGE OF WINDSHIELD			
TINT-6	WINDOW TINT, FRONT WINDOWS ONL	1	\$120.00	\$120.00
	TINT FRONT DOORS ONLY			
	TO MATCH REST OF DOORS			
7170-0893-00	20+ TAH STANDARD WIDTH CONSOLE	1	\$743.00	\$743.00
	CENTER CONSOLE			
	COMES WITH			
	BLANKS			
	RADIO BRACKET			
	LIGHT CONTROL BRACKET			
7160-0332	MCS Console Pocket 3in.	1	\$48.32	\$48.32
	CONSOLE POCKET			
7170-0551-00	KIT: Dell Laptop Dock NO RF an	1	\$890.00	\$890.00



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Item	Item Description	Qty	Price	Total
	DELL 5424 LAPTOP DOCK WITH POWER SUPPLY NO ANTENNA CONNECTIONS			
MISC	MISC	1	\$1,602.00	\$1,602.00
	AXON FLEET 2 CAMERA SYSTEM			
This quote is valid until: 12/9/2022			Total:	\$25,436.45

Notes: 2023 UNMARKED TAHOE

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CUSTOMER SIGNATURE: _____ DATE: _____

Date Printed: 11/9/2022

Page 4 of 4

Page 106 of 119



JOHN ELWAY CHEVROLET

SARAH DUDGEON | 303-789-6763 | SDUDGEON@ELWAYDEALERS.NET

Vehicle: [Fleet] 2023 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial (Complete)

Quote Worksheet

	MSRP
Base Price	\$49,250.00
Dest Charge	\$1,795.00
Total Options	\$1,120.00
Subtotal	\$52,165.00
Subtotal Pre-Tax Adjustments	\$0.00
Less Customer Discount	(\$10,021.00)
Subtotal Discount	(\$10,021.00)
Trade-In	\$0.00
Excluded from Sales Tax	Subtotal Trade-In
	\$0.00
	Taxable Price
	\$42,144.00
Sales Tax	\$0.00
	Subtotal Taxes
	\$0.00
	Subtotal Post-Tax Adjustments
	\$0.00
	Total Sales Price
	\$42,144.00

Dealer Signature / Date

Customer Signature / Date

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Data Version: 16769. Data Updated: Jun 22, 2022 6:43:00 PM PDT.



JOHN ELWAY CHEVROLET

SARAH DUDGEON | 303-789-6763 | SDUDGEON@ELWAYDEALERS.NET

Vehicle: [Fleet] 2023 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial (Complete)

Window Sticker

SUMMARY

[Fleet] 2023 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial

MSRP:\$49,250.00

Interior:Jet Black, Cloth seat trim

Exterior 1:Summit White

Exterior 2:No color has been selected.

Engine, 5.3L EcoTec3 V8

Transmission, 10-speed automatic

OPTIONS

CODE	MODEL	MSRP
CK10706	[Fleet] 2023 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial	\$49,250.00
OPTIONS		
1FL	Commercial Preferred Equipment Group	\$0.00
5J0	Calibration, Front (only) Park Assist Disable.	\$0.00
5J1	Calibration, keyless remote panic button and exterior lights/horn disable	\$0.00
5J3	Calibration, Surveillance Mode interior lighting	Inc.
5J9	Calibration, taillamp flasher, Red/White	Inc.
5LO	Calibration, taillamp flasher, Red/Red	Inc.
6J7	Flasher system, headlamp and taillamp, DRL compatible with control wire	Inc.
9C1	Identifier for Police Package Vehicle	\$0.00
A50	Seats, front bucket	\$350.00
AMF	Remote Keyless Entry Package	\$75.00
ATD	Seat delete, third row passenger	Inc.
AX2	Key, unique	Inc.
BCV	Lock control, driver side auto door lock disable	Inc.
BTV	Remote start	\$300.00
C6G	GVWR, 7600 lbs. (3447 kg)	Inc.
D07	Console, floor	Inc.
FE9	Emissions, Federal requirements	\$0.00
GAZ	Summit White	\$0.00

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Vehicle: [Fleet] 2023 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial (Complete)

GU5	Rear axle, 3.23 ratio		\$0.00
H1T	Jet Black, Cloth seat trim		\$0.00
IOR	Audio system, Chevrolet Infotainment 3 system, 8" diagonal color touchscreen		\$0.00
J55	Brake system, heavy duty	Inc.	
K3W	Battery, 850 cold-cranking amps with 95 amp hour rating	Inc.	
K6K	Battery, auxiliary, 760 cold-cranking amps with 70 amp hour rating	Inc.	
KX4	Alternator, 250 amps	Inc.	
L84	Engine, 5.3L EcoTec3 V8		\$0.00
MHU	Transmission, 10-speed automatic	Inc.	
PQA	1FL Safety Package		\$395.00
PXT	Wheels, 20" x 9" (50.8 cm x 22.9 cm) steel	Inc.	
RAV	Tire, spare 275/55R20 all-season, blackwall, Firestone Firehawk Pursuit	Inc.	
RC1	Skid plate, front	Inc.	
RNQ	Wheel, full-size spare, matching 20" (50.8 cm) steel wheel without center cap	Inc.	
T66	Wiring provision, for outside mirrors and cargo side mirrors	Inc.	
UE4	Following Distance Indicator	Inc.	
UEU	Forward Collision Alert	Inc.	
UHX	Lane Keep Assist	Inc.	
UHY	Automatic Emergency Braking	Inc.	
UKJ	Front Pedestrian Braking	Inc.	
UT7	Ground wires, blunt cut cargo area and blunt cut console area	Inc.	
V03	Cooling system, extra capacity	Inc.	
V53	Luggage rack side rails, delete	Inc.	
VK3	License plate front mounting package		\$0.00
VXT	Incomplete vehicle	Inc.	
VZ2	Speedometer calibration	Inc.	
WUA	Fascia, front high-approach angle	Inc.	
XCS	Tires, 275/55R20SL all-season, blackwall, Firestone Firehawk Pursuit	Inc.	
Z56	Suspension Package, heavy-duty, police-rated.	Inc.	

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Vehicle: [Fleet] 2023 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial (Complete)

—	Capless Fuel Fill	Inc.
—	Exterior ornamentation delete	Inc.
—	Instrumentation, analog	Inc.
—	Theft-deterrent system, vehicle, PASS-Key III	Inc.
—	Power supply, 50-amp, power supply, auxiliary battery	Inc.
—	Power supply, 100-amp, auxiliary battery, rear electrical center	Inc.
—	Power supply, 120-amp, (4) 30-amp circuit, Primary battery	Inc.
—	Seat belts, 3-point, all seating positions	Inc.
—	Protected idle	Inc.
SUBTOTAL		\$50,370.00
Adjustments Total		\$0.00
Destination Charge		\$1,795.00
TOTAL PRICE		\$52,165.00

FUEL ECONOMY

Est City:14 (2022) MPG
Est Highway:20 (2022) MPG
Est Highway Cruising Range:480.00 mi

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Vehicle: [Fleet] 2023 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial (Complete)

Quote Worksheet

	MSRP
Base Price	\$49,250.00
Dest Charge	\$1,795.00
Total Options	\$55.00
Subtotal	\$51,100.00
Subtotal Pre-Tax Adjustments	\$0.00
Less Customer Discount	(\$9,743.00)
Subtotal Discount	(\$9,743.00)
Trade-In	\$0.00
Excluded from Sales Tax	Subtotal Trade-In
	\$0.00
	Taxable Price
	\$41,357.00
Sales Tax	\$0.00
	Subtotal Taxes
	\$0.00
	Subtotal Post-Tax Adjustments
	\$0.00
	Total Sales Price
	\$41,357.00

Dealer Signature / Date

Customer Signature / Date

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Vehicle: [Fleet] 2023 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial (Complete)

Window Sticker

SUMMARY

[Fleet] 2023 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial MSRP:\$49,250.00

Interior:Jet Black, Cloth seat trim

Exterior 1:Black

Exterior 2:No color has been selected.

Engine, 5.3L EcoTec3 V8

Transmission, 10-speed automatic

OPTIONS

CODE	MODEL	MSRP
CK10706	[Fleet] 2023 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial	\$49,250.00
OPTIONS		
1FL	Commercial Preferred Equipment Group	\$0.00
5J0	Calibration, Front (only) Park Assist Disable.	\$0.00
5J1	Calibration, keyless remote panic button and exterior lights/horn disable	\$0.00
5J3	Calibration, Surveillance Mode interior lighting	Inc.
5J9	Calibration, taillamp flasher, Red/White	Inc.
5LO	Calibration, taillamp flasher, Red/Red	Inc.
6J4	Wiring, horn and siren circuit	\$55.00
6J7	Flasher system, headlamp and taillamp, DRL compatible with control wire	Inc.
9C1	Identifier for Police Package Vehicle	\$0.00
ATD	Seat delete, third row passenger	Inc.
AX2	Key, unique	Inc.
AZ3	Seats, front 40/20/40 split-bench	\$0.00
BCV	Lock control, driver side auto door lock disable	Inc.
C6G	GVWR, 7600 lbs. (3447 kg)	Inc.
FE9	Emissions, Federal requirements	\$0.00
GBA	Black	\$0.00
GU5	Rear axle, 3.23 ratio	\$0.00
H1T	Jet Black, Cloth seat trim	\$0.00

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JOHN ELWAY CHEVROLET

SARAH DUDGEON | 303-789-6763 | SDUDGEON@ELWAYDEALERS.NET

Vehicle: [Fleet] 2023 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial (Complete)

IOR	Audio system, Chevrolet Infotainment 3 system, 8" diagonal color touchscreen		\$0.00
J55	Brake system, heavy duty	Inc.	
K3W	Battery, 850 cold-cranking amps with 95 amp hour rating	Inc.	
K6K	Battery, auxiliary, 760 cold-cranking amps with 70 amp hour rating	Inc.	
KX4	Alternator, 250 amps	Inc.	
L84	Engine, 5.3L EcoTec3 V8		\$0.00
MHU	Transmission, 10-speed automatic	Inc.	
PXT	Wheels, 20" x 9" (50.8 cm x 22.9 cm) steel	Inc.	
RAV	Tire, spare 275/55R20 all-season, blackwall, Firestone Firehawk Pursuit	Inc.	
RC1	Skid plate, front	Inc.	
RNQ	Wheel, full-size spare, matching 20" (50.8 cm) steel wheel without center cap	Inc.	
T66	Wiring provision, for outside mirrors and cargo side mirrors	Inc.	
UT7	Ground wires, blunt cut cargo area and blunt cut console area	Inc.	
V03	Cooling system, extra capacity	Inc.	
V53	Luggage rack side rails, delete	Inc.	
VK3	License plate front mounting package		\$0.00
VPV	Ship Thru, Produced in Arlington Assembly and shipped to Kerr Industries and onto Arlington Assembly		\$0.00
VXT	Incomplete vehicle	Inc.	
VZ2	Speedometer calibration	Inc.	
WUA	Fascia, front high-approach angle	Inc.	
XCS	Tires, 275/55R20SL all-season, blackwall, Firestone Firehawk Pursuit	Inc.	
Z56	Suspension Package, heavy-duty, police-rated.	Inc.	
—	Capless Fuel Fill	Inc.	
—	Exterior ornamentation delete	Inc.	
—	Instrumentation, analog	Inc.	
—	Theft-deterrent system, vehicle, PASS-Key III	Inc.	
—	Power supply, 50-amp, power supply, auxiliary battery	Inc.	
—	Power supply, 100-amp, auxiliary battery, rear electrical center	Inc.	
—	Power supply, 120-amp, (4) 30-amp circuit, Primary battery	Inc.	

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Data Version: 16769. Data Updated: Jun 22, 2022 6:43:00 PM PDT.



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—	Seat belts, 3-point, all seating positions	Inc.
—	Protected idle	Inc.
SUBTOTAL		\$49,305.00
Adjustments Total		\$0.00
Destination Charge		\$1,795.00
TOTAL PRICE		\$51,100.00

FUEL ECONOMY

Est City:14 (2022) MPG
Est Highway:20 (2022) MPG
Est Highway Cruising Range:480.00 mi

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SUBJECT FOR DISCUSSION

Paying City Staff Referral Bonuses for Sworn Police Officer Candidates

SUMMARY STATEMENT/BACKGROUND DISCUSSION

Law enforcement agencies are experiencing historical challenges with attracting and retaining candidates. The City continues to experience these same challenges in its sworn police officer recruiting. Sworn police officer staff are currently working a great deal of overtime and are scheduled for 12 hour shifts instead of 10 hour shifts for the foreseeable future. Recruiting and training new staff has been a top priority.

Increasing pay for sworn police officers has aided in creating some improvement in candidate flow. The team responsible for the recruiting process has been experimenting with many options and making changes to the process to improve results. The team believes that improving the referral bonus will result in more referrals. Officers will be incentivized to more actively recruit through their networks.

It is a common practice among organization to pay employees to actively recruit. It is also common practice to pay different bonus amounts based on the position, particularly difficult to fill positions. The current employee referral bonus program pays \$75.00. It helps but is not particularly incentivizing.

For the Police Department Employee Referral Bonus Program, it would be structured differently than the policy for the rest of the City. This program would pay the incentive to the referral employee upon hire and also after completion of the Initial Performance Review Period (generally one year).

This would only apply to sworn police officer hires. The policy would be distributed to sworn police officers through its policy system, Lexipol. This system is used routinely for policy updates and acknowledgements.

FINANCIAL CONSIDERATIONS

Referral bonus payments would not require allocation of additional funds for the 2022 budget year. The Police Department budgeted money for retention bonuses for staff but did not spend the entirety of the money allocated for that purpose. We will use those remaining funds to cover the cost of this program.

This would have implications on the 2023 budget year, as anyone hired in 2023 would qualify the referring employee for a referral bonus payment in 2023.

The policy is written in such a way to allow for immediate discontinuation of the program should there be any budgetary constraints.

LEGAL/POLITICAL CONSIDERATIONS

The policy has been reviewed by the City Attorney.

Attachments: Employee Referral Bonus Program – Police Department

Certification of Council Approval:

Ordinance No. _____

Resolution No. _____

City Clerk

Date

Employee Referral Bonus Program – POLICE DEPARTMENT HIRES

The City's Employee Referral Program rewards employees for acting as ambassadors and recruiters for us. Our own employee networks have frequently provided the best talent; great people attract great people!

This policy is specific to candidates for the following positions in the Fort Lupton Police Department:

- Police Officer
- Sergeant
- Lieutenant
- Police Chief

This policy does not apply to other positions in the Fort Lupton Police Department. This policy does not apply when a member of the Police Department applies for a promotion or transfer within the department.

If you know someone whose experience and background might be a good match for the above-referenced positions, we ask you to encourage that person to submit their application. If the City hires your candidate, the City will pay you the referral bonus in two installments:

- On the first pay date after the person starts working
 - \$500 for candidates with 6 months or less sworn police officer experience OR
 - \$1000 for lateral transfers with at least 2 years of experience
- On the first pay date after the person has completed the Initial Performance Review Period.
 - \$1000 for candidates with 6 months or less sworn police officer experience OR
 - \$1500 for lateral transfers with at least 2 years of experience

In accordance with the City's Equal Employment policy, "Equal employment opportunity has been, and will continue to be, a fundamental principle at the City of Fort Lupton. This means employment is based upon personal capabilities and qualifications without discrimination."

This employee benefit is available on an equal opportunity basis and is contingent upon availability of funds. This benefit may be discontinued at any time.

To qualify for an Employee Referral Bonus:

- ❖ You must have directly contacted and influenced the candidate to apply.
- ❖ The candidate must apply via governmentjobs.com/NEOGOV and must indicate on their application that they were referred by you.
- ❖ The following conditions apply:
 - In the case of duplicate applications, the first resume or application submitted by any source in accordance with this referral program will be considered the referring source.
 - In the event that more than one employee refers the same candidate (with no clear indication of when the first employee submitted the referral) the referral bonus will be evenly split among all referring employees.
 - In the case of duplicate referrals, the first submitted referral takes precedent.
- ❖ If you leave employment with the City, you are no longer eligible for any referral bonus payments.

- ❖ Human Resources and the Chief of Police is not eligible for the Police Department referral bonus program.
- ❖ Referral bonuses are not retro-active for employee referrals who were hired prior to the implementation of this program.

Referral bonuses paid to employees are considered income and are taxable to employees upon payment. If you're in need of further information, please contact Human Resources.



Upcoming Events

November 15, 2022	City Council Meeting, 130 S. McKinley Ave. 6:00 p.m.
November 24-25, 2022	City Offices Closed in Observance of Thanksgiving Day
November 29, 2022	Special Meeting followed by Town Hall Meeting, 130 S. McKinley Ave. 6:00 p.m.
December 3, 2022	Cookies & Cocoa with Santa, 425 S. Denver Ave. 10:00 a.m.- 12:00 p.m.
December 3, 2022	Historic Home Tour, 130 S. McKinley Ave. 2:00 p.m. – 5:00 p.m.
December 6, 2022	City Council Meeting, 130 S. McKinley Ave. 6:00 p.m.
December 13, 2022	Town Hall Meeting TBD
December 20, 2022	City Council Meeting CANCELLED

