



CITY OF FORT LUPTON
CITY COUNCIL/ENTERPRISE BOARDS
REGULAR MEETING AGENDA
Tuesday, May 2, 2023
6:00 PM
130 South McKinley Avenue

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

Call to Order

Pledge of Allegiance

Roll Call

Proclamation

- a. 2023 Mental Health Awareness Proclamation
- b. Economic Development Proclamation

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. May 2, 2023 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. April 18, 2023 City Council Meeting Minutes
- b. Second Reading Ordinance 2023-1154 Adopting an Ordinance Authorizing a Lease Purchase Transaction and in Connection Therewith, Authorizing the Leasing of Certain City Property and the Execution and Delivery of a Site Lease, a Lease Purchase Agreement and Other Financing Documents in Connection Therewith; and Second Providing Other Matters Relating Thereto
- c. AM 2023-074 Approving a Resolution for 2023 Outdoor Water Restrictions to be Effective June 1, 2023
- d. AM 2023-075 Approving the Release of the Temporary Construction Easement Agreement with John J. and Cynthia J. Fitzsimmons for Construction of the City's Augmentation Structure from the Fulton Ditch
- e. AM 2023-076 Approving the Purchase of 40 Dell Latitude Laptops for an Amount Not to Exceed \$69,686.40, Allocated From the General Fund- IT Department
- f. AM 2023-079 Approving a Resolution Ratifying the Mayor's Appointment of Donald "Doug" Walker to the Golf Committee for a Term Beginning May 2, 2023, and Ending December 31, 2023

Action Memorandum

- a. AM 2023-077 Awarding Contract to Browns Hill Engineering and Controls for Installation and Programming of the Water Treatment Plant's Primary Logic Controllers

Upgrade for an Amount Not to Exceed \$104,769.00 from the Utility Fund - Water Treatment Plant

- b. AM 2023-078 Accepting a Proposal from Rushworks to Upgrade the Audio System and Microphones in the Council Chambers for an Amount Not to Exceed \$47,834.00, Allocated from the General Fund- IT Department

Staff Reports

Mayor/Council Reports

Future City Events

- a. May 2, 2023 Upcoming Events

Executive Session "To determine positions relative to matters that may be subject to negotiations, develop a strategy for negotiations, and/or instruct negotiators, pursuant to C.R.S. § 24-6-402(4)(e)." Annexation

Adjourn

**RECORD OF PROCEEDINGS
FORT LUPTON CITY COUNCIL/ENTERPRISE BOARDS
May 2, 2023**

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, May 2, 2023. Mayor Pro-Tem Chris Ceretto called the meeting to order at 6:01 p.m. and invited everyone to join him in the Pledge of Allegiance.

ROLL CALL

Mari Peña, City Clerk, called the roll. Those present were Councilmembers, Bruce Fitzgerald, Valerie Blackston, David Crespín, Chris Ceretto, and Claud Hanes. Mayor Zo Hubbard participated by phone. Councilmember Carlos Barron was absent.

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

PROCLAMATION

Mayor Pro-Tem Ceretto read the 2023 Mental Health Awareness Proclamation and proclaimed the month of May 2023 as "Mental Health Month" in the City of Fort Lupton.

Mayor Pro-Tem Ceretto also read the 2023 Economic Development Proclamation and proclaimed the period between May 8, 2023 and May 12, 2023 as "Economic Development Week" in the City of Fort Lupton.

PERSONS TO ADDRESS COUNCIL

The Coordinator for North Range Behavioral Crisis Resiliency Center thanked the Community of Fort Lupton and stated they are appreciative of Fort Lupton's support. She also stated they provide mobile service to assist police when needed.

APPROVAL OF AGENDA

Staff requested the addition of AM 2023-080, Awarding Contract to Filmtec Corporation for Purchase of the Water Treatment Plant's Primary Logic Controllers Upgrade Materials for an Amount Not to Exceed \$190,000.00 from the Utility Fund - Water Treatment Plant to be added to the agenda under Action Memorandum. It was moved by Bruce Fitzgerald and seconded by Claud Hanes to approve the agenda as amended. Motion passed unanimously on voice vote.

REVIEW OF ACCOUNTS PAYABLES

Council reviewed the May 2, 2023, payables; there were no questions or comments from the Mayor or Council.

**RECORD OF PROCEEDINGS
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CONSENT AGENDA

It was moved by David Crespin and seconded by Bruce Fitzgerald to approve the Consent Agenda as presented with the following items:

- April 18, 2023 City Council Meeting Minutes
- Second Reading Ordinance 2023-1154 ADOPTING AN ORDINANCE AUTHORIZING A LEASE PURCHASE TRANSACTION AND IN CONNECTION THEREWITH, AUTHORIZING THE LEASING OF CERTAIN CITY PROPERTY AND THE EXECUTION AND DELIVERY OF A SITE LEASE, A LEASE PURCHASE AGREEMENT AND OTHER FINANCING DOCUMENTS IN CONNECTION THEREWITH; AND SECOND PROVIDING OTHER MATTERS RELATING THERETO
- Approving a Resolution 2023R017 FOR 2023 OUTDOOR WATER RESTRICTIONS TO BE EFFECTIVE JUNE 1, 2023 (AM 2023-074)
- Approving the Release of the Temporary Construction Easement Agreement with John J. and Cynthia J. Fitzsimmons for Construction of the City's Augmentation Structure from the Fulton Ditch (AM 2023-075)
- Approving the Purchase of 40 Dell Latitude Laptops for an Amount Not to Exceed \$69,686.40, Allocated From the General Fund- IT Department (AM 2023-076)
- Approving a Resolution 2023R018 RATIFYING THE MAYOR'S APPOINTMENT OF DONALD "DOUG" WALKER TO THE GOLF COMMITTEE FOR A TERM BEGINNING MAY 2, 2023, AND ENDING DECEMBER 31, 2023 (AM 2023-079)

Motion passed unanimously on roll call vote.

ACTION MEMORANDUM

AM 2023-077 Awarding Contract to Browns Hill Engineering and Controls for Installation and Programming of the Water Treatment Plant's Primary Logic Controllers Upgrade for an Amount Not to Exceed \$104,769.00 from the Utility Fund - Water Treatment Plant

CH2M is providing upgrade/expansion engineering services for the Water Treatment Plant Expansion project. Long lead items purchased separately from General Construction contracting will prevent delays for a timely delivery for the project.

The Primary Logic Controllers (PLC) will be delivered in November for installation by the beginning of 2024. These items are sole sourced because the filtration skid needs to be the same as what we are currently using at the plant. Browns Hill was selected because of familiarity with our WTP. These are the PLC's that work with the filtration skids. This purchase is for upgrading the existing 5 skids (25 years old and no longer supported) as well as the 2 new skids being purchased and installed at the plant.

**RECORD OF PROCEEDINGS
FORT LUPTON CITY COUNCIL/ENTERPRISE BOARDS
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This agreement provides for 5% due at order (\$9,500), 25% due with submittals (\$47,500), 60% due on delivery to site (\$114,000) and final 10% due on start-up (\$19,000).

<i>Project Budget</i>	<u>Construction</u>	<u>Budget</u>	
	Engineering CH2M	\$ 425,292	WTP Expansion \$3,000,000
	PLC	\$ 294,769	pretreatment \$5,000,000
	Filtration Skids		
	Remaining Constr Est	\$6,679,939	
	Total	\$7,400,000	\$8,000,000

It was moved by Zo Hubbard and seconded by Bruce Fitzgerald to Award Contract to Browns Hill Engineering and Controls for Installation and Programming of the Water Treatment Plant's Primary Logic Controllers Upgrade for an Amount Not to Exceed \$104,769.00 from the Utility Fund - Water Treatment Plant. Motion passed unanimously on roll call vote.

AM 2023-078 Accepting a Proposal from Rushworks to Upgrade the Audio System and Microphones in the Council Chambers for an Amount Not to Exceed \$47,834.00, Allocated from the General Fund- IT Department

IT has budgeted \$47,000.00 for the upgrade of audio and microphones within the council chambers. This project is a completely new audio system and includes digital mic bases with lavalier elements for council positions, eight additional wireless lavalier kits with rechargeable bases. All microphone muting can be controlled remotely. Includes 8 individually-addressable overhead speakers for reduction of feedback. Control system brain with software panel for muting controls. Training and installation are included. The cost of equipment has gone up from the previous estimated quote. This project will not exceed \$47, 834.00.

It was moved by Claud Hanes and seconded by Bruce Fitzgerald to Accept a Proposal from Rushworks to Upgrade the Audio System and Microphones in the Council Chambers for an Amount Not to Exceed \$47,834.00, Allocated from the General Fund- IT Department. Motion passed unanimously on roll call vote.

AM 2023-080 Awarding Contract to Filmtec Corporation for Purchase of the Water Treatment Plant's Primary Logic Controllers Upgrade Materials for an Amount Not to Exceed \$190,000.00 from the Utility Fund - Water Treatment Plant.

CH2M is providing upgrade/expansion engineering services for the Water Treatment Plant Expansion project. Long lead items purchased separately from General Construction contracting

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will prevent delays for a timely delivery for the project.

The Primary Logic Controllers (PLC) will be delivered in November for installation by the beginning of 2024. These items are sole sourced because the filtration skids need to be the same as what we are currently using at the plant. These are the PLC's that work with the filtration skids. This purchase is for upgrading the existing 5 skids and Filter Master PLC (25 years old and no longer supported) as well as the 2 new skids being purchased and installed at the plant.

<i>Project Budget</i>	Construction	Budget	
	Engineering CH2M	\$ 425,292	WTP Expansion \$3,000,000
	PLC	\$ 294,769	pretreatment \$5,000,000
	Filtration Skids		
	Remaining Constr Est	\$6,679,939	
	Total	\$7,400,000	\$8,000,000

It was moved by Bruce Fitzgerald and seconded by David Crespin to Award Contract to Filmtec Corporation for Purchase of the Water Treatment Plant's Primary Logic Controllers Upgrade Materials for an Amount Not to Exceed \$190,000.00 from the Utility Fund - Water Treatment Plant. Motion passed unanimously on roll call vote.

STAFF

Chris Cross, City Administrator, stated there will be a few items including a press release coming out for Economic Development Week that Michelle Magelssen, Economic Development Manager, has been working on with Mayor Hubbard. He also recognized Michelle for all the hard work she has been doing to get Fort Lupton headed in the right direction for economic development.

MAYOR/COUNCIL REPORTS

Councilmember, Bruce Fitzgerald, stated he enjoyed the Field of Honor.

FUTURE CITY EVENTS

May 7, 2023	Cinco de Mayo 5k Run/Walk, Rail Road Park 7:30 a.m.
May 9, 2023	Town Hall Meeting, 130 S. McKinley Ave. 6:00 p.m.- CANCELLED
May 16, 2023	City Council Meeting, 130 S. McKinley Ave. 6:00 p.m.
May 29, 2023	Memorial Day Services, Hillside Cemetery 9:00 a.m.
May 30, 2023	Town Hall Meeting, 130 S. McKinley Ave. 6:00 p.m.

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EXECUTIVE SESSION

It was moved by Zo Hubbard and seconded by Bruce Fitzgerald to move to Executive Session "To determine positions relative to matters that may be subject to negotiations, develop a strategy for negotiations, and/or instruct negotiators, pursuant to C.R.S. § 24-6-402(4)(e)." Annexation. Motion passed unanimously on roll call vote. The following moved into Executive Session: Mayor Hubbard, Mayor Pro-Tem Chris Cerretto, Councilmembers Bruce Fitzgerald, Valerie Blackston, David Crespín and Claud Hanes, City Attorney, Andy Ausmus, City Administrator, Chris Cross, Finance Director, Leanne Perino, Public Works Director, Roy Vestal, and Planning Director, Todd Hodges.

The Executive Session ended at 6:49 and the regular meeting reconvened.

ADJOURNMENT

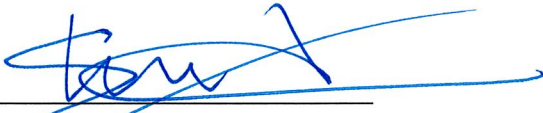
The meeting adjourned at 6:49 p.m.

Submitted by,


Marcela Peña, City Clerk



Approved by City Council,


Zo Hubbard, Mayor