



CITY OF FORT LUPTON
CITY COUNCIL/ENTERPRISE BOARDS
REGULAR MEETING AGENDA
Tuesday, March 19, 2024
6:00 PM
130 South McKinley Avenue

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

Call to Order

Pledge of Allegiance

Roll Call

Proclamation

- a. United Power 85th Anniversary Proclamation
- b. 2023 Arbor Day 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. March 19, 2024 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. Second Reading Ordinance 2024-1163 Revising Sections 13-25 Separate Connections Required (Sewer) and 13-86 Separate Connections Required (Water) of the Fort Lupton Municipal Code
- b. AM 2024-051 Approving the Installation of Cameras at the Recreation Center to Cover Parking Areas and Parks for an Amount Not to Exceed \$64,837.85
- c. AM 2024-052 Approve the Estimated 2024 Payment to Northern Colorado Water Conservation District (NCWCD) for Windy Gap Carriage Assessment Paid from the Utility Fund for an Amount Not to Exceed 281,405.16
- d. AM 2024-053 Approving the Addition of Axon Fleet 3 to Vehicles Purchased for 2024
- e. AM 2024-054 Adopting the Revised Memorandum of Understanding Between the City of Fort Lupton and the Weld RE-8 School District Regarding the School Resource Officer Program
- f. AM 2024-056 Accepting a Proposal from Vortex Aquatics Structures International for the Purchase of Abrio No. 6 for an Amount Not to Exceed \$88,741.90 to be Paid from the Capital Improvements Budget

Action Memorandum

- a. AM 2024-055 Approving an Ordinance Authorizing USDA Interim Loan Financing Through COBank, ACB for \$23,839,000 for the Construction of the Metro Force Main and Lift Station

- b. AM 2024-057 Approving a Resolution Opposing House Resolution 3372: Allowing Longer and Heavier Trucks on Federal Highways
- c. AM 2024-058 Approve Change Order Number 1 to Contract Agreement with Dkota Ventures LLC, dba CU Onsite Solutions for 2023 Concrete and Asphalt Repairs Project for an Amount Not to Exceed \$150,000 from the Street Sales Tax Fund
- d. AM 2024-059 Award of Contract to De Falco Construction Company for an Amount Not to Exceed \$1,892,487.76 for the Harrison Avenue Reconstruction Project Phase 2 from the Street Sales Tax Fund

Staff Reports

Mayor/Council Reports

Future City Events

- a. March 19, 2024 Upcoming Events

Upcoming Meetings

- a. March 26, 2024 Town Hall Meeting, City Hall, 130 S. McKinley Ave. 6:00 p.m.
April 2, 2024 City Council Meeting, City Hall, 130 S. McKinley Ave. 6:00 p.m.
April 9, 2024 Town Hall Meeting, City Hall, 130 S. McKinley Ave. 6:00 p.m.
April 16, 2024 City Council Meeting, City Hall, 130 S. McKinley Ave. 6:00 p.m.

Executive Session "To consider personnel matters, pursuant to C.R.S. § 24-6-402(4)(f)." Police Department
Personnel Planning

Adjourn

**RECORD OF PROCEEDINGS
FORT LUPTON CITY COUNCIL/ENTERPRISE BOARDS
March 19, 2024**

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, March 19, 2024. 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, Carlos Barron, Bruce Fitzgerald, Chris Ceretto, Valerie Blackston, Claud Hanes, and David Crespin.

Also present were City Administrator, Chris Cross, City Clerk, Mari Peña, Public Works Director, Roy Vestal, Finance Director, Leann Perino, Planning Director, Todd Hodges and Chief of Police, John Fryer.

PROCLAMATION

Mayor Hubbard read the United Power 85th Anniversary Proclamation and proclaimed the month of April 2024 as United Power Month in recognition of United Power's 85th anniversary. Samantha Riblett with United Power was also present during the reading of the proclamation.

Mayor Hubbard retroactively acknowledged the 2023 Arbor Day Proclamation proclaiming April 28, 2023 as Arbor Day.

PERSONS TO ADDRESS COUNCIL

There was no one to address the Council.

APPROVAL OF AGENDA

Staff requested to add item e. under Action Memorandum, AM 2024-060 Approving the Proposal from United Power, Inc. for Underground Conversion of Power Lines Along Harrison Avenue from 4th St. to 1st St., Allocated from the Undergrounding Fund for an Amount Not to Exceed \$49,495.97. It was moved by Bruce Fitzgerald and seconded by Carlos Barron to approve the agenda as amended. Motion passed unanimously on voice vote.

REVIEW OF ACCOUNTS PAYABLES

Council reviewed the March 19, 2024, payables; Mayor Hubbard had questions regarding the dates. Finance Director, Leanna Perino stated she would confirm the correct dates.

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March 19, 2024**

CONSENT AGENDA

It was moved by Claud Hanes and seconded by Christ Ceretto to approve the Consent Agenda as presented with the following items:

- Second Reading Ordinance 2024-1163 REVISING SECTIONS 13-25 SEPARATE CONNECTIONS REQUIRED (SEWER) AND 13-86 SEPARATE CONNECTIONS REQUIRED (WATER) OF THE FORT LUPTON MUNICIPAL CODE
- Approving the Installation of Cameras at the Recreation Center to Cover Parking Areas and Parks for an Amount Not to Exceed \$64,837.85 (AM 2024-051)
- Approve the Estimated 2024 Payment to Northern Colorado Water Conservation District (NCWCD) for Windy Gap Carriage Assessment Paid from the Utility Fund for an Amount Not to Exceed 281,405.16 (AM 2024-052)
- Approving the Addition of Axon Fleet 3 to Vehicles Purchased for 2024 (AM 2024-053)
- Adopting the Revised Memorandum of Understanding Between the City of Fort Lupton and the Weld RE-8 School District Regarding the School Resource Officer Program (AM 2024-054)
- Accepting a Proposal from Vortex Aquatics Structures International for the Purchase of Abrio No. 6 for an Amount Not to Exceed \$88,741.90 to be Paid from the Capital Improvements Budget (AM 2024-056)

Motion passed unanimously on roll call vote.

ACTION MEMORANDUM

AM 2024-055 Approving an Ordinance Authorizing USDA Interim Loan Financing Through COBank, ACB for \$23,839,000 for the Construction of the Metro Force Main and Lift Station

The City applied for and was awarded a USDA Rural Development, low interest loan for the construction of the Metro force main and lift station which will replace the waste water treatment plant. The cost of construction is approximately \$30 million. The USDA will loan the City \$23,839,000 for the project.

During the construction period the USDA requires an interim loan through a banking institution. COBank, ACB has been chosen as the interim financing institution due to their extensive experience with USDA financing.

The City will draw down funds during the construction period through COBank. Interest will be paid June 1 and Dec 1 each year for the duration of the interim loan. The USDA has designated

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\$786,886 for interim loan interest in their loan. The City can reimburse ourselves for the interest paid on the interim loan from those funds.

It was moved by David Crespín and seconded by Valerie Blackston to Approve Ordinance 2024-1164 AUTHORIZING USDA INTERIM LOAN FINANCING THROUGH COBANK, ACB FOR \$23,839,000 FOR THE CONSTRUCTION OF THE METRO FORCE MAIN AND LIFT STATION. Motion passed unanimously on roll call vote.

AM 2024-057 Approving a Resolution Opposing House Resolution 3372: Allowing Longer and Heavier Trucks on Federal Highways

This Resolution opposes House Resolution 3372, which would allow longer double semi-trailer trucks and heavier single trailer trucks.

HR 3372 would allow Double 33s and single truck trailers weighing 91,000 pounds. The existing Federal truck restrictions are Twin 28s (10-feet longer) and maximum weight of 80,000 pounds (11,000-pound increase). Similar legislation was defeated in 2015.

Heavier loads increase the stopping distance of a truck by 22-feet and result in \$1.2 billion to \$1.8 billion in estimated pavement damage every year. Although the legislation affects the National Roadway Network, the trucks would use local roadways when arriving to a local destination or when detouring road closures on the National Network.

It was moved by Carlos Barron and seconded by Bruce Fitzgerald to Approve Resolution 2024R016 OPPOSING HOUSE RESOLUTION 3372: ALLOWING LONGER AND HEAVIER TRUCKS ON FEDERAL HIGHWAYS. Motion passed unanimously on roll call vote.

AM 2024-058 Approve Change Order Number 1 to Contract Agreement with Dkota Ventures LLC, dba CU Onsite Solutions for 2023 Concrete and Asphalt Repairs Project for an Amount Not to Exceed \$150,000 from the Street Sales Tax Fund

The current contract agreement with CU Onsite Solutions was executed June 6, 2023 for \$100,000.00 to repair concrete sidewalk and asphalt streets. The contract was written as an "On Call" basis for one year from execution, through June 2024.

The 2024 budget for concrete repairs is increased to \$100,000 and \$50,000 is available in the Patching and Crack Seal budget.

Work will begin as weather permits.

It was moved by David Crespín and seconded by Chris Ceretto to Approve Change Order

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Number 1 to Contract Agreement with Dkota Ventures LLC, dba CU Onsite Solutions for 2023 Concrete and Asphalt Repairs Project for an Amount Not to Exceed \$150,000 from the Street Sales Tax Fund. Motion passed unanimously on roll call vote.

AM 2024-059 Award of Contract to De Falco Construction Company for an Amount Not to Exceed \$1,892,487.76 for the Harrison Avenue Reconstruction Project Phase 2 from the Street Sales Tax Fund

Bid documents were advertised from February 9, 2024 with bid opening on March 8, 2024. Seven bids were received with DeFalco Construction Company providing the lowest responsible bid as shown in the attachment c, Bid Tabulation.

The lowest bid was deemed nonconforming and was rejected as being an unbalanced bid as per IAW 3-18.01.

De Falco Construction Company is a respected contractor in Front Range communities with several local municipalities' projects in the area.

\$1,525,000 is budgeted for the project in the 2024 budget.

Anticipated project start is this April with completion in 120 Calendar Days (weather providing).

It was moved by Bruce Fitzgerald and seconded by Chris Ceretto to Approve of Contract to De Falco Construction Company for an Amount Not to Exceed \$1,892,487.76 for the Harrison Avenue Reconstruction Project Phase 2 from the Street Sales Tax Fund. Motion passed unanimously on roll call vote.

AM 2024-060 Approving the Proposal from United Power, Inc. for Underground Conversion of Power Lines Along Harrison Avenue from 4th St. to 1st St., Allocated from the Undergrounding Fund for an Amount Not to Exceed \$49,495.97.

United Power has completed the design and cost estimate to convert the overhead power lines along Harrison Ave, serving the street lights from 4th St to 1st St, to underground and replacing the telephone pole/mast arm lights with LED fixture and new poles.

Once approval is given to United Power, turn-around will be 16-20 weeks. Anticipated project should occur summer/fall of 2024.

It was moved by Claud Hanes and seconded by Bruce Fitzgerald to Approving the Proposal from United Power, Inc. for Underground Conversion of Power Lines Along Harrison Avenue from 4th

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St. to 1st St., Allocated from the Undergrounding Fund for an Amount Not to Exceed \$49,495.97. Motion passed unanimously on roll call vote.

STAFF REPORTS

Amanda Rice, Human Resources Director, stated they are heavy in recruiting for seasonal positions which is going well. However, they have been struggling to find qualified candidates for the Police Department.

Roy Vestal, Public Works Director, stated tomorrow March 20, 2024 is the pre-construction conference for the sewer lift station.

Monroe Peck, Engineering Projects Manager, stated Friday March 22, 2024 is the Harrison Avenue Reconstruction Project – Phase 2 community meeting starting at 5:30 p.m.

Todd Hodges, Planning Director, stated tomorrow March 20, 2024 is the planning departments Welcome Wednesday and they are giving an overview on getting ready for spring to provide knowledge around code enforcement and obtaining permits. The planning department also has a new hire that will be starting on Monday March 25, 2024 to fill the Planning Administrator Assistant position.

Chris Cross, City Administrator, stated Friday, March 15, 2024, notification was received that the City was awarded the CDOT Main Streets Project Grant for the Harrison Avenue project. There is still paperwork to be completed and staff has begun working on it.

Mari Peña, City Clerk, stated the community survey is out and 164 responses have been received via online. She stated a paper copy was also mailed to community members.

Leann Perino, Finance Director, stated the finance department is still working on the new software implementations. ADP is supposed to go live on the first payroll in April. However, there have been some challenges.

MAYOR/COUNCIL REPORTS

There were no reports from the Mayor or Council.

FUTURE CITY EVENTS

March 20, 2024 Welcome Wednesday - Community Development Office
1200 Dexter St. Unit W13, 7:30 a.m. – 9:00 a.m.

March 30, 2024 Easter Egg Hunt – Pearson Park, 12285 State Hwy 52, 9:00 a.m.

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April 3, 2024	Coffee with a Cop – Hard Bean Coffee 107 Dales Place, 8:00 a.m. – 9:00 a.m.
April 11, 2024	Curbside Spring Clean-up day (For Seniors and/or Disabled Residents)
April 13, 2024	Spring Clean-up Day - 800 12th Street, 8:00 a.m. – 12:00 p.m.
April 15-19, 2024	Hillside Cemetery Annual Clean-up Days
April 20, 2024	Fields of Honor Ceremony, Pearson Park, 12285 State Hwy 52, 1:00 p.m.
April 24, 2024	Spaghetti Dinner – Recreation Center, 203 S. Harrison Ave.
April 29, 2024	Shredding Day – 130 S. McKinley Avenue, 8:00 a.m. – 10 a.m.

UPCOMING MEETINGS

March 26, 2024 Town Hall Meeting, City Hall, 130 S. McKinley Ave. 6:00 p.m.
April 2, 2024 City Council Meeting, City Hall, 130 S. McKinley Ave. 6:00 p.m.
April 9, 2024 Town Hall Meeting, City Hall, 130 S. McKinley Ave. 6:00 p.m.
April 16, 2024 City Council Meeting, City Hall, 130 S. McKinley Ave. 6:00 p.m.

EXECUTIVE MEETING

It was moved by Bruce Fitzgerald and seconded by David Crespin to move to Executive Session at 6:30 p.m. "To consider personnel matters, pursuant to C.R.S. § 24-6-402(4)(f)." Police Department Personnel Planning. Motion passed unanimously on voice vote. The following moved into Executive Session: Mayor Hubbard, Mayor Pro-Tem, Chris Ceretto, Councilmembers Bruce Fitzgerald, Claud Hanes, David Crespin, Carlos Barron, and Valerie Blackston. City Attorney, Andy Ausmus, and City Administrator, Chris Cross, Chief of Police, John Fryer, and Human Resources Director, Amanda Rice.

The Executive Session ended at 6:48 p.m. and the regular meeting reconvened.

ADJOURNMENT

The meeting adjourned at 6:48 p.m.

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Submitted by,


Maricela Peña, City Clerk



Approved by City Council,


Zo Hubbard, Mayor

