



CITY OF FORT LUPTON
CITY COUNCIL/ENTERPRISE BOARDS
REGULAR MEETING AGENDA
Tuesday, March 4, 2025
6:00 PM
130 South McKinley Avenue

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

You may join in person or join remotely by clicking on:
<https://meet.goto.com/793699389>

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. March 4, 2025 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. February 18, 2025 City Council Meeting Minutes
- b. Second Reading Ordinance 2025-1184 Amending Portions of Chapter 16 – Development Code
- c. AM 2025-033 Approving the School Resource Officer Memorandum of Understanding Addendum
- d. AM 2025-034 Approving a Resolution Updating the Open Records Policy and Procedures and Increasing the Fee to \$41.37 for Search, Retrieval and Review of Responsive Records After the First Hour
- e. AM 2025-039 Ratifying the City Administrator's Signature on a Purchase Contract with Schomp Automotive and Approving the Purchase of a 15-Passenger Van for the Community Center in the Amount of \$67,018.00, Allocated from the Community Center Fund Capital Expenditures
- f. AM 2025-035 Approving Payment for Victim Advocacy Services through the City of Brighton in the Amount of \$60,516.69 for Calendar Year 2025, Allocated from the Police Department Contractual Services Fund
- g. AM 2025-041 Accepting a Bid Proposal from StudioCKA. to Provide Owner Advisory Services for the City of Fort Lupton City Hall Building Project for an Amount not to Exceed \$49,980.00, Allocated from the City Hall Project Budget

Public Hearings - Public Hearings allow members of the audience to present comments and questions to the City Council on the item being presented. Comments and questions may be limited to three (3) minutes- Mayor Hubbard

- a. AM 2025-038 A Resolution Approving a Request for a Special Use Permit by Western Midstream for a Buried Gathering Pipeline

Action Memorandum

- a. AM 2025-037 Award Change Order #2 to Contract with Thalle Construction Co, Inc. for an Amount Not to Exceed \$272,308.14 for the METRO Connection Force Main & Lift Station Project from the Utility Fund
- b. AM 2025-036 Accepting a Bid Proposal from Kumar & Associates to Provide for Construction Observation and Materials Testing Services for the City of Fort Lupton City Hall Building Project for an Amount Not to Exceed \$64,019.00, Allocated from City Hall Project Budget
- c. AM 2025-040 Approving a Resolution Accepting a Final Plat and PUD Plan, Known as the Murata Farms Paired Homes Final Plat and PUD Plan, Filing No. 3

Information Memorandum

- a. IM 2025-004 Ratifying the City Administrator's Signature on the Click-it or Ticket FY25 Grant Application Allocating Funds for Proactive Safety Enforcement and Authorizing Acceptance of the Grant

Staff Reports

Mayor/Council Reports

Future City Events

- a. March 5, 2025 Coffee with a Cop, Fort Lupton Recreation Center, 8 a.m. - 9 a.m.
- March 27, 2025 Taste of Fort Lupton, Fort Lupton High School Commons, 5 p.m. - 7 p.m.
- April 10, 2025 Curbside Spring Clean-Up Day (For Seniors and/or Disabled Residents)
- April 12, 2025 Easter Egg Hunt, Community Park, 203 S. Harrison Ave., 9 a.m.
- April 12, 2025 Spring Clean-Up Day, 800 12th St. 8 a.m. - 12 p.m.
- April 16, 2025 Annual Spaghetti Dinner, Recreation Center, 203 S. Harrison Ave., 5 p.m. - 6 p.m.
- April 21 - 25, 2025 Hillside Cemetery Annual Clean-up Days
- April 23-26, 2025 Fields of Honor, Pearson Park

Upcoming Meetings

- a. March 11, 2025 Town Hall Meeting, City Hall, 130 S. McKinley Ave. 6:00 p.m.
- March 18, 2025 City Council Meeting, City Hall, 130 S. McKinley Ave. 6:00 p.m.
- March 25, 2025 Town Hall Meeting, City Hall, 130 S. McKinley Ave. 6:00 p.m.
- April 1, 2025 City Council Meeting, City Hall, 130 S. McKinley Ave. 6:00 p.m.

Adjourn

**RECORD OF PROCEEDINGS
FORT LUPTON CITY COUNCIL/ENTERPRISE BOARDS
March 4, 2025**

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 4, 2025. 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

Kaela Dunston, Deputy City Clerk, called the roll. Those present were Mayor Zo Hubbard, Councilmembers, Bruce Fitzgerald, David Crespín, Valerie Blackston, Chris Ceretto, Claud Hanes, and Michael Sanchez.

Also present were City Administrator, Chris Cross, Deputy City Clerk, Kaela Dunston, Planning Director, Todd Hodges, City Attorney, Andy Ausmus, Finance Director, Leann Perino, and Chief of Police, William Carnes.

PERSONS TO ADDRESS COUNCIL

There was no one to address the Mayor or Council.

APPROVAL OF AGENDA

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

REVIEW OF ACCOUNTS PAYABLES

Council reviewed the March 4, 2025, payables; there were no questions or comments from the Mayor or Council.

CONSENT AGENDA

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

- February 18, 2025 City Council Meeting Minutes
- Second Reading Ordinance 2025-1184 AMENDING PORTIONS OF CHAPTER 16 – DEVELOPMENT CODE
- Approving the School Resource Officer Memorandum of Understanding Addendum (AM 2025-033)
- Approving Resolution 2025R019 UPDATING THE OPEN RECORDS POLICY AND PROCEDURES AND INCREASING THE FEE TO \$41.37 FOR SEARCH, RETRIEVAL AND REVIEW OF RESPONSIVE RECORDS AFTER THE FIRST HOUR (AM 2025-034)

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- Ratifying the City Administrator's Signature on a Purchase Contract with Schomp Automotive and Approving the Purchase of a 15-Passenger Van for the Community Center in the Amount of \$67,018.00, Allocated from the Community Center Fund Capital Expenditures (AM 2025-039)
- Approving Payment for Victim Advocacy Services through the City of Brighton in the Amount of \$60,516.69 for Calendar Year 2025, Allocated from the Police Department Contractual Services Fund (AM 2025-035)
- Accepting a Bid Proposal from StudioCKA to Provide Owner Advisory Services for the City of Fort Lupton City Hall Building Project for an Amount not to Exceed \$49,980.00, Allocated from the City Hall Project Budget (AM 2025-041)

Motion passed unanimously on roll call vote.

PUBLIC HEARING

AM 2025-038 A Resolution Approving a Request for a Special Use Permit by Western Midstream for a Buried Gathering Pipeline

Mayor Hubbard opened the public hearing at 6:03 p.m.

Zachary Mettler, City Planner, provided an overview of the special use permit request. He stated Western Midstream went through the special use permit process last year. However, they had to reroute the line which is why they are going through the process again. Mr. Mettler explained the original route of the pipeline and the new route it will take. He stated all notification requirements have been met. Mayor Hubbard questioned if any comments from residents were received, Mr. Mettler stated no comments were received.

David Van Der Vieren, Western Midstream Representative, provided a presentation to City Council remotely. City Attorney, Andy Ausmus, advised Mr. Van Der Vieren of the connected meetings advisement in which Mr. Van Der Vieren agreed to.

Mr. Van Der Vieren explained where the project is located, where oil and gas wells are located, and the route the line will take. He stated Aurora Water wanted them to install the line at a very deep depth. However, it was not feasible which is why the route of the line is changing. He stated they are in the floodplain and they have received the floodplain permit and the right of way permit.

Mayor Hubbard asked if anyone wanted to speak for or against the proposal. Hearing none, City Attorney asked Mr. Van Der Vieren if he has had a fair and full opportunity to present all facts in which Mr. Van Der Vieren stated yes. Mayor Hubbard closed the public hearing at 6:10 p.m.

It was moved by Bruce Fitzgerald and seconded by Chris Ceretto to Approve a Request for a

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Special Use Permit by Western Midstream for a Buried Gathering Pipeline. Motion passed unanimously on roll call vote.

ACTION MEMORANDUM

AM 2025-037 Award Change Order #2 to Contract with Thalle Construction Co, Inc. for an Amount Not to Exceed \$272,308.14 for the METRO Connection Force Main & Lift Station Project from the Utility Fund

Contract was awarded to Thalle Construction on February 7, 2024 for the construction of the METRO connection force main and conversion of the WWTP to a lift station.

Change Order No. 1, issued November 12, 2024 modified the distance between marker post, increasing the total number to 33. The cost increase was \$12,250.00.

Change Order No. 2 provides a dewatering allowance for unanticipated groundwater interference between Stations 76+00 to 96+00 (not to exceed \$272,308.14). This provides 60 hours of additional work, 21 dewatering well installations and 45 days of dewatering operations.

Contracted construction is \$25,919,700. As of January 2025, total construction billings for the project are \$6,854,091.68 (26%). Length of pipe installed 13,805 of 33,000 LF (42%)

It was moved by Claud Hanes and seconded by Valerie Blackston to Award Change Order #2 to Contract with Thalle Construction Co, Inc. for an Amount Not to Exceed \$272,308.14 for the METRO Connection Force Main & Lift Station Project from the Utility Fund. Motion passed unanimously on roll call vote.

AM 2025-036 Accepting a Bid Proposal from Kumar & Associates to Provide for Construction Observation and Materials Testing Services for the City of Fort Lupton City Hall Building Project for an Amount Not to Exceed \$64,019.00, Allocated from City Hall Project Budget

The City Hall Project will be beginning and independent testing is required to meet compliance. The department received bids for this project with Kumar & Associates providing the lowest bid for all of the work requested.

As indicated, the City Hall project requires an independent construction observation and materials testing services for a standard 19,000 to 20,000 square foot building. Their estimate is based on experience with similar projects and the general contractors plans and provided information. This testing and observations are required on all of the components of the building project including:

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Description	Costs
▪ Soils/Materials and Compaction	\$22,240.00
▪ Reinforce steel observation	\$ 4,875.00
▪ Concrete testing	\$14,400.00
▪ Masonry inspections and materials testing	\$ 7,434.00
▪ Fire Proof Observation	\$ 4,050.00
▪ Structural steel shop fabrication inspection	\$ 4,050.00
▪ Asphalt	\$ 2,265.00
▪ Engineering, Supervision and Clerical	<u>\$ 4,705.00</u>
	\$64,019.00

A third party must do these inspections and testing and are contracted by the owner of the project. These inspections and testing requirements are mandatory before occupancy will be allowed.

It was moved by Valerie Blackston and seconded by Claud Hanes to Accept a Bid Proposal from Kumar & Associates to Provide for Construction Observation and Materials Testing Services for the City of Fort Lupton City Hall Building Project for an Amount Not to Exceed \$64,019.00, Allocated from City Hall Project Budget. Motion passed unanimously on roll call vote.

AM 2025-040 Approving a Resolution Accepting a Final Plat and PUD Plan, Known as the Murata Farms Paired Homes Final Plat and PUD Plan, Filing No. 3

Greg DiDonna of Viva Land Ventures, LP (Owner) and Karen Henry of Henry Design Group Inc., and Tim Buschar of COLA, LLC (Representatives) have applied for approval of a Final Plat and PUD Plan, known as the Murata Farms Paired Homes Final Plat and PUD Plan, Filing No. 3 for City Council's consideration. Per the applicable code regulations for Final Plats and PUD Plans within the Murata Farms PUD, this Final Plat and PUD Plan is reviewed by City Council at a public meeting, with no Planning Commission meeting.

The site that is the subject of this Final Plat and PUD Plan is located south and adjacent to Highway 52 and east and adjacent to Gerry Ave. The proposed Final Plat and PUD Plan is for a residential subdivision that will include 50 paired home residential lots. The proposed paired home residential development includes infrastructure, landscaping, and common open space including green courts and a portion of the Highway 52 trail. The subdivision is 6.845 acres, more or less.

The property is a part of the overall Murata Farms PUD Plan and is zoned PUD accordingly. Filing No. 1 of the Murata Farms Final Plat and PUD Plan was approved in 2021. Filing No. 1 platted this property as a tract for future residential development with PUD development standards to be provided at time of future development. Standards specific to this filing are proposed with this

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Final Plat and PUD Plan. The Preliminary Plat and PUD Plan for Filing 3 was approved by Council on May 21, 2024.

It was moved by Chris Ceretto and seconded by David Crespin to Approve Resolution 2025R021 ACCEPTING A FINAL PLAT AND PUD PLAN, KNOWN AS THE MURATA FARMS PAIRED HOMES FINAL PLAT AND PUD PLAN, FILING NO. 3. Motion passed unanimously on roll call vote.

INFORMATION MEMORANDUM

IM 2025-004 Ratifying the City Administrator's Signature on the Click-it or Ticket FY25 Grant Application Allocating Funds for Proactive Safety Enforcement and Authorizing Acceptance of the Grant

The Colorado Department of Transportation offers grants paying overtime to law enforcement agencies specifically for improving traffic safety. The Police Department is pursuing the Click-it or Ticket FY25 grant. The grant reimburses expenses for paying police officers overtime to conduct click-it or ticket enforcement. The grant further stipulates that police officers working this overtime make traffic stops for dangerous driving behavior, such as speeding or reckless driving, and issue citations when drivers and/or passengers are not properly using safety restraint devices. Citations for primary infractions are discretionary based on Department policy.

STAFF REPORTS

City Planner, Zachary Mettler, stated they had a good presentation last week with the Planning Commission and they are looking forward to having a full Planning Commission and robust meetings this year.

City Administrator, Chris Cross, stated he has attended many meetings about water lately and Windy Gap is estimating first fill will happen in July. Also, NISP had a settlement with Save the Poudre for 100,000,000.00 to create a fund for improvements along the river in which NISP participants will be paying a part of the project.

MAYOR/COUNCIL REPORTS

There were no Council reports.

FUTURE CITY EVENTS

March 5, 2025	Coffee with a Cop, Fort Lupton Recreation Center, 8 a.m. - 9 a.m.
March 27, 2025	Taste of Fort Lupton, Fort Lupton High School Commons, 5 p.m. -7 p.m.
April 10, 2025	Curbside Spring Clean-Up Day (For Seniors and/or

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April 12, 2025	Disabled Residents) Easter Egg Hunt, Community Park, 203 S. Harrison Ave., 9 a.m.
April 12, 2025	Spring Clean-Up Day, 800 12th St. 8 a.m. - 12 p.m.
April 16, 2025	Annual Spaghetti Dinner, Recreation Center, 203 S. Harrison Ave., 5 p.m. - 6 p.m.
April 21 - 25, 2025	Hillside Cemetery Annual Clean-Up
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UPCOMING MEETINGS

March 11, 2025	Town Hall Meeting, City Hall, 130 S. McKinley Ave. 6:00 p.m.
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April 1, 2025	City Council Meeting, City Hall, 130 S. McKinley Ave. 6:00 p.m.

ADJOURNMENT

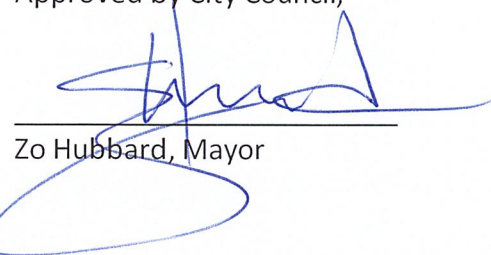
The meeting adjourned at 6:34 p.m.

Submitted by,


Maricela Peña, City Clerk



Approved by City Council,


Zo Hubbard, Mayor