



CITY OF FORT LUPTON
CITY COUNCIL/ENTERPRISE BOARDS
REGULAR MEETING AGENDA
Tuesday, March 18, 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://global.gotomeeting.com/join/353347597>

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 18, 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. March 4, 2025 City Council Meeting Minutes
- b. AM 2025-043 Authorize the Mayor to Execute an Agreement to Lease 200 Acre Feet Equivalent Colorado Big Thompson Water Units to Town of Eaton for a Three-Year Period
- c. AM 2025-044 Accepting a Proposal from Titan Machinery for a Case SR210B Skid Steer with Attachments for an Amount Not to Exceed \$65,500.00 to be Paid from the Capital Improvements Program Parks Department
- d. AM 2025-047 Approving a Resolution Ratifying the Mayor's Appointment of Candidates to the Planning Advisory Committee for a Term Beginning March 18, 2025 and Ending Upon Adoption of the Comprehensive Plan Update

Action Memorandum

- a. AM 2025-045 Adopting a Resolution Accepting an Annexation Petition and Initiating Annexation Proceedings for an Annexation known as the 1.21 Annexation and Setting the Public Hearing for May 6, 2025
- b. AM 2025-042 Award of Contract to Kimley Horn and Associates, Inc. for an Amount Not to Exceed \$155,037.00 for the 14th Street Storm Sewer Trunk Line Project from the Storm Drainage Fund
- c. AM 2025-046 Approving a Resolution of the City Council of Fort Lupton Authorizing the Submittal of a Rural Economic Development Initiative (REDI) Grant with the Colorado Department of Local Affairs (DOLA) for Fort Lupton Wastewater System Improvements for a Project Cost Estimate of \$100,000.00

Information Memorandum

- a. IM 2025-005 Awarded Contract to EPS Group Survey Services for the 9th Street Drainage Project for an Amount Not to Exceed \$11,200.00 from the Storm Drainage Enterprise Fund

Staff Reports

Mayor/Council Reports

Future City Events

- a. March 27, 2025 Taste of Fort Lupton, Fort Lupton High School Commons, 5 p.m. - 7 p.m.
- April 2, 2025 Coffee with a Cop, Fort Lupton Recreation Center, 8 a.m. - 9 a.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 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.
- April 8, 2025 Town Hall Meeting, City Hall, 130 S. McKinley Ave. 6:00 p.m.
- April 15, 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 18, 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 18, 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

Mari Peña, City Clerk, called the roll. Those present were Mayor Zo Hubbard, Councilmembers, Bruce Fitzgerald, David Crespin, Chris Ceretto, Claud Hanes, and Michael Sanchez. Councilmember Valerie Blackston was absent.

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

PERSONS TO ADDRESS COUNCIL

There was no one to address the Mayor or Council.

APPROVAL OF AGENDA

Staff requested to add AM 2025-048 "Coyote Creek Drive Water Main Replacement Upsizing by Century Communities in Association with Coyote Creek Filing 5 Subdivision Work for an Amount Not to Exceed \$106,556.00 from the Utility Fund – Water Lines" as item (d) under the Action Memorandum section. It was moved by Bruce Fitzgerald and seconded by Chris Ceretto to approve the agenda as amended. Motion passed unanimously on roll call vote.

REVIEW OF ACCOUNTS PAYABLES

Council reviewed the March 18, 2025, payables; there were no questions or comments from the Mayor or Council.

CONSENT AGENDA

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

- March 4, 2025 City Council Meeting Minutes
- Authorize the Mayor to Execute an Agreement to Lease 200 Acre Feet Equivalent Colorado Big Thompson Water Units to Town of Eaton for a Three-Year Period (AM 2025-043)
- Accepting a Proposal from Titan Machinery for a Case SR210B Skid Steer with

**RECORD OF PROCEEDINGS
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Attachments for an Amount Not to Exceed \$65,500.00 to be Paid from the Capital Improvements Program Parks Department (AM 2025-044)

- Approving Resolution 2025R022 RATIFYING THE MAYOR'S APPOINTMENT OF CANDIDATES TO THE PLANNING ADVISORY COMMITTEE FOR A TERM BEGINNING MARCH 18, 2025 AND ENDING UPON ADOPTION OF THE COMPREHENSIVE PLAN UPDATE (AM 2025-047)

Motion passed unanimously on roll call vote.

ACTION MEMORANDUM

AM 2025-045 Adopting a Resolution Accepting an Annexation Petition and Initiating Annexation Proceedings for an Annexation known as the 1.21 Annexation and Setting the Public Hearing for May 6, 2025

Matt Hengel with Westside Property Investment Company, Inc. as the representative for 1.21 LLC and Rancho de Los Tiempos Buenos Partnership LLC (the "Applicants") has submitted an annexation petition to initiate annexation proceedings for four parcels of land. The parcels are generally located immediately south along County Road 8, between County Road 31 and County Road 33 (Parcel Nos. 147122200006, 147122200002, 147122000028, 147122000027). This proposed annexation, known as the 1.21 Annexation Nos. 1-7, consists of a total of 290.55 acres, more or less. The resolution is to accept the annexation petition and initiate the two-month (60 day) review process that involves staff, referral agencies, Planning Commission and City Council. Approval of the resolution does not constitute approval of the annexation request. Approval of the resolution simply means that there is an interest in considering the annexation, with the final decision to be made by City Council at a public hearing on May 6, 2025.

If Council adopts the resolution to accept the petition, the petitioners will move on to the next step, which is the review of the proposed annexation, initial zoning, and submitted application documents by the Development Review Team (DRT). Step three is a review and public hearing on April 24, 2025 by the Planning Commission who will provide Council with a recommendation. City Council is then required to act upon the request by ordinance at the public hearing, which is proposed to be set for May 6, 2025, which is the final step in the process.

It was moved by Chris Ceretto and seconded by David Crespino to Adopt Resolution 2025R023 Accepting an Annexation Petition and Initiating Annexation Proceedings for an Annexation known as the 1.21 Annexation and Setting the Public Hearing for May 6, 2025. Motion passed unanimously on roll call vote.

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AM 2025-042 Award of Contract to Kimley Horn and Associates, Inc. for an Amount Not to Exceed \$155,037.00 for the 14th Street Storm Sewer Trunk Line Project from the Storm Drainage Fund

Staff has been working with Developers along the 14th Street drainage Basin to improve the drainage in the area. Developments have constructed portion in association with the subdivisions. The outfall Storm Sewer Trunk line project extends from Northrup Avenue west to Golden Pond detention facility along the 14th Street alignment. This area experiences flooding events and requires a storm sewer to properly drain and convey flows.

City staff has provided initial concept modeling and design and now requires assistance completing the construction drawings.

Kimley Horn will be contacted to provide final design of the improvements.

It was moved by Bruce Fitzgerald and seconded by Claud Hanes to Award Contract to Kimley Horn and Associates, Inc. for an Amount Not to Exceed \$155,037.00 for the 14th Street Storm Sewer Trunk Line Project from the Storm Drainage Fund. Motion passed unanimously on roll call vote.

AM 2025-046 Approving a Resolution of the City Council of Fort Lupton Authorizing the Submittal of a Rural Economic Development Initiative (REDI) Grant with the Colorado Department of Local Affairs (DOLA) for Fort Lupton Water System Improvements for a Project Cost Estimate of \$100,000.00

As a requirement of the Colorado DOLA's grant application for REDI Grant funds, City Council must approve a resolution authorizing the City's application submission in order to be considered for the grant.

As part of our grant application for financial assistance for the Fort Lupton Transmission Line Project as a part of the Elevated Water Storage Project, City Council must approve a resolution officially authorizing the submission of said application. The estimated total amount of the above-mentioned project is \$3,000,000.00. Of this amount, the City will commit to a ninety-six percent match of \$2,900,000.00 of which is pending submission to the State Revolving Fund.

It was moved by David Crespín and seconded by Chris Ceretto to Approve Resolution 2025R024 of the City Council of Fort Lupton Authorizing the Submittal of a Rural Economic Development Initiative (REDI) Grant with the Colorado Department of Local Affairs (DOLA) for Fort Lupton Waste System Improvements for a Project Cost Estimate of \$100,000.00. Motion passed unanimously on roll call vote.

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AM 2025-048 Coyote Creek Drive Water Main Replacement Upsizing by Century Communities in Association with Coyote Creek Filing 5 Subdivision Work for an Amount Not to Exceed \$106,556.00 from the Utility Fund – Water Lines

City staff has been working with the developer of Coyote Creek Filing 5 (Century Communities currently) on the design and construction of utilities. Design of the residential site began in 2022. Construction began this year. The existing water main broke during installation of a water service last week (March 12, 2025). The main break continues to split during repair attempts. This water main was installed with the original Coyote Creek work done in 1998-2002. The contractor has been directed to replace the 8-inch main in Coyote Creek Drive. However, the Water Master Plan completed by Burns & McDonnell in August 2024, has flagged that main as requiring a larger pipe (12-inch).

The contractor (HEI) is providing a quote to replace the water main from College Ave to the west approximately 420-feet with a new 12-inch PVC water main. The construction schedule will be impacted by delaying this work.

It is quoted to cost \$168,752.50 to replace the water main, of which Century remains responsible for \$62,196.50. HEI is ready to order the materials with currently determining availability with a desire to commence construction immediately.

It was moved by Bruce Fitzgerald and seconded by Michael Sanchez to Approve Coyote Creek Drive Water Main Replacement Upsizing by Century Communities in Association with Coyote Creek Filing 5 Subdivision Work for an Amount Not to Exceed \$106,556.00 from the Utility Fund – Water Lines. Motion passed unanimously on roll call vote.

INFORMATION MEMORANDUM

IM 2025-005 Awarded Contract to EPS Group Survey Services for the 9th Street Drainage Project for an Amount Not to Exceed \$11,200.00 from the Storm Drainage Enterprise Fund

City staff has been working with the developer of Coyote Creek Filing 6 to establish a drainage outfall along 9th Street to the Short Line Ditch. The development will construct a storm sewer from the golf course detention pond, west to cross the Fulton Ditch to the east side of Twombly Elementary School.

The survey to be obtained will provide information for staff to design the remaining storm sewer.

Survey is scheduled to begin immediately.

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STAFF REPORTS

Todd Hodges, Planning Director, stated a lot of things are coming this year so the Planning Department will be very busy this year.

William Carnes, Chief of Police, stated the Police Department was approved for the Click-it or Ticket grant.

Mari Peña, City Clerk, reported the next council meeting, April 1st, is Youth in Government Day.

MAYOR/COUNCIL REPORTS

Councilmember Chris Ceretto stated he worked on former City Planner, Clay Hartley's vehicle and Clay said Hi to everyone.

FUTURE CITY EVENTS

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
April 23-26, 2025	Fields of Honor, Pearson Park

UPCOMING MEETINGS

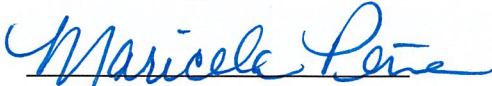
March 25, 2025	Town Hall Meeting, City Hall, 130 S. McKinley Ave. 6:00 p.m.
April 1, 2025	City Council Meeting, City Hall, 130 S. McKinley Ave. 6:00 p.m.
April 8, 2025	Town Hall Meeting, City Hall, 130 S. McKinley Ave. 6:00 p.m.
April 15, 2025	City Council Meeting, City Hall, 130 S. McKinley Ave. 6:00 p.m.

ADJOURNMENT

The meeting adjourned at 6:21 p.m.

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Submitted by,


Maricela Peña, City Clerk



Approved by City Council,


Zo Hubbard, Mayor