



CITY OF FORT LUPTON
CITY COUNCIL/ENTERPRISE BOARDS
REGULAR MEETING AGENDA
Tuesday, August 19, 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

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. August 19, 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. August 5, 2025 City Council Meeting Minutes
- b. AM 2025-108 Approving the Budget Reallocation of \$200,000.00 from the Police Department Salaries & Wages to Police Department Overtime
- c. AM 2025-109 Approving the Implementation of a Temporary Over-Time Shift Focused on Traffic Enforcement
- d. AM 2025-110 Future Implementation and Review of the Take Home Car Program

Action Memorandum

- a. AM 2025-111 Authorize Work Order to Jacobs Engineering for Maximum Not to Exceed \$36,274.50 for Professional Engineering Services for Engineering Design Services for the Water Treatment Plant (WTP) Sampling Station Project from The Utility Fund

Staff Reports

Mayor/Council Reports

Future City Events

- a. September 5, 2025 - Tomato Festival Street Dance, 4th & Denver Ave., 6:00 p.m. - 8:00 p.m.
September 6, 2025 - Tomato Festival Pancake Breakfast, Parade, and City Tour and Activities, 7:00 a.m. - 3:00 p.m.

Upcoming Meetings

- a. August 26, 2025 Town Hall Meeting, City Hall, 130 S. McKinley Ave. 6:00 p.m.
September 2, 2025 City Council Meeting, City Hall, 130 S. McKinley Ave. 6:00 p.m.
September 9, 2025 Town Hall Meeting, City Hall, 130 S. McKinley Ave. 6:00 p.m.
September 16, 2025 City Council Meeting, City Hall, 130 S. McKinley Ave. 6:00 p.m.

Adjourn

Council Check Report

City of Fort Lupton

By Check Number

Date Range: 08/06/2025 - 08/19/2025

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: New Main Operating-New Main Operating						
003612	JOHNSON MARK LLC	08/08/2025	Regular	0.00	446.39	108394
INV0001809	Invoice	08/08/2025	Brian Oswalt-Case #2024C042153	0.00	446.39	
002254	ADIDAS AMERICA INC	08/12/2025	Regular	0.00	1,038.90	108395
6162764281	Invoice	07/01/2025	GF-MERCHANDISE-COURT	0.00	48.90	
6163062295	Invoice	07/01/2025	GF-MERCHANDISE-COURT	0.00	84.60	
6163591922	Invoice	07/01/2025	REC-STAFF SHIRTS-REC CENTER	0.00	115.20	
6163733285	Invoice	07/21/2025	GOLF-MERCHANDISE-PRO SHOP	0.00	41.70	
6163810503	Invoice	07/31/2025	GOLF-MERCHANDISE-PRO SHOP	0.00	748.50	
000044	AGFINITY INC	08/12/2025	Regular	0.00	4,949.46	108396
H89126	Invoice	08/04/2025	GOLF-PARTS/SUPPLIES-MAINT	0.00	4,949.46	
000104	ASSOCIATED POOL BUILDERS, INC	08/12/2025	Regular	0.00	985.32	108397
930216196	Invoice	07/21/2025	GF-MAINTENANCE ON UV LAMP-FAC	0.00	985.32	
000215	CHALLENGER TEAMWEAR	08/12/2025	Regular	0.00	929.52	108398
1292562-IN	Invoice	08/04/2025	CPR-SHIRTS FOR COACHES-ATHL	0.00	929.52	
000273	COLORADO BACKFLOW TESTING & REPAIR	08/12/2025	Regular	0.00	230.00	108399
8594	Invoice	08/04/2025	CPR-CERTIFICATION TEST OF BACKFLOW A...	0.00	230.00	
002651	COLORADO COMMUNITY MEDIA	08/12/2025	Regular	0.00	86.28	108400
139991	Invoice	07/31/2025	GF-LANCASTER CROSSING-	0.00	86.28	
000253	COLORADO DEPT OF PUBLIC HEALTH AND ENVI	08/12/2025	Regular	0.00	2,091.00	108401
FGD20250628	Invoice	07/22/2025	UF-DRINKING WATER FEE JUNE 2025-JUNE...	0.00	2,091.00	
000307	COMCAST CABLE COMM, LLC	08/12/2025	Regular	0.00	178.65	108402
0116038 AUG25	Invoice	08/01/2025	REC-AUGUST 2025 PHONE SERVICE-REC C...	0.00	178.65	
003897	DESERT SNOW	08/12/2025	Regular	0.00	699.00	108403
17123	Invoice	07/10/2025	GF-TRAINING-PD	0.00	699.00	
003559	DRAKE DUO PRINTS LTD	08/12/2025	Regular	0.00	173.00	108404
1284	Invoice	07/28/2025	REC-STAFF SHIRTS-REC CENTER	0.00	173.00	
000246	DUNLOP SPORTS AMERICAS/SRIXON/CLEAVLAN	08/12/2025	Regular	0.00	679.00	108405
8438532 SO	Invoice	07/01/2025	GOLF-MERCHANDISE-PRO SHOP	0.00	193.00	
8440832 SO	Invoice	07/01/2025	GOLF-MERCHANDISE-PRO SHOP	0.00	486.00	
000431	EMPLOYERS COUNCIL SERVICES INC	08/12/2025	Regular	0.00	111.87	108406
0000558005	Invoice	07/31/2025	GF-EMPLOYMENT POSTERS-HR	0.00	111.87	
000567	HIGH COUNTRY BEVERAGE CORP	08/12/2025	Regular	0.00	1,579.80	108407
W-7162716	Invoice	08/04/2025	GOLF-BEVERAGES-PRO SHOP	0.00	1,476.80	
w-7162717	Invoice	08/04/2025	GOLF-BEVERAGES-PRO SHOP	0.00	103.00	
003517	JESSICA OBENCHAIN	08/12/2025	Regular	0.00	100.00	108408
2007814.001	Invoice	07/31/2025	REC-SOCCER REFUND-	0.00	100.00	
002977	JOSEPH ELLIOTT USA LLC	08/12/2025	Regular	0.00	633.89	108409
33567	Invoice	07/25/2025	GOLF-MERCHANDISE-PRO SHOP	0.00	633.89	
003896	KING SYSTEMS LLC	08/12/2025	Regular	0.00	300.00	108410
54085	Invoice	07/01/2025	REC-REPAIRS TO AEROBIC STUDIO SOUND ...	0.00	300.00	
003489	MICHELLE SESSIONS	08/12/2025	Regular	0.00	36.99	108411

Council Check Report

Date Range: 08/06/2025 - 08/19/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
080525	Invoice	08/05/2025	GF-REFUND VALIC TAKEN ON 02/07/25 PA...	0.00	36.99	
003044	PEAK FORM, LLC	08/12/2025	Regular	0.00	863.00	108412
6152K25213	Invoice	08/02/2025	GF/REC-MEDICAL SERVICES-HR	0.00	863.00	
001040	STERICYCLE	08/12/2025	Regular	0.00	73.78	108413
8011422512	Invoice	07/18/2025	REC-BIOHAZARD-REC CENTER	0.00	73.78	
002967	SYNERGETIC STAFFING LLC	08/12/2025	Regular	0.00	1,160.25	108414
21012180	Invoice	08/04/2025	GF-TEMP WAGES JULY 28-AUGUST 1, 2025...	0.00	1,160.25	
001149	UTILITY NOTIFICATION CENTER	08/12/2025	Regular	0.00	355.67	108415
225070634	Invoice	07/31/2025	SF-4TH BILLING TIER ANNUAL ASSESSMNT...	0.00	355.67	
001156	VERIZON WIRELESS SVCS LLC	08/12/2025	Regular	0.00	5,564.35	108416
6119572959	Invoice	07/01/2025	Verizon Bill	0.00	5,564.35	
001208	WBA, LOCAL GOVERNMENT LAW	08/12/2025	Regular	0.00	2,537.39	108417
42128	Invoice	07/31/2025	GF-LEGAL SERVICE-	0.00	2,537.39	
001189	WELD COUNTY ACCTG DEPART	08/12/2025	Regular	0.00	9,222.22	108418
JULY 2025	Invoice	07/01/2025	WELD COUNTY FUEL PURCHASES	0.00	9,222.22	
001224	XCEL ENERGY-GAS	08/12/2025	Regular	0.00	199.49	108419
938055923	Invoice	07/01/2025	Xcel Gas Bill- Account 53-2035237-0	0.00	199.49	
001225	YAMAHA MOTOR CORP	08/12/2025	Regular	0.00	17,416.35	108420
883262	Invoice	07/24/2025	GOLF-MONTHLY LEASE PAYMENT-PRO SH...	0.00	17,416.35	
002167	A-1 CHIPSEAL COMPANY	08/12/2025	Regular	0.00	37,440.00	108421
14804-01	Invoice	07/31/2025	GF-2025 CHIP SEAL/SLURRY SEAL PROJECT...	0.00	37,440.00	
000108	AUSMUS LAW FIRM PC	08/12/2025	Regular	0.00	6,500.00	108422
9580	Invoice	08/01/2025	GF-2025 City Attorney Services-Legal	0.00	6,500.00	
000247	CLIFTONLARSONALLEN LLP	08/12/2025	Regular	0.00	15,225.00	108423
L251378701	Invoice	08/06/2025	UF-CWRPDA Water Tower Loan Parity Cert...	0.00	15,225.00	
002169	GH PHIPPS CONSTRUCTION COMPANIES	08/12/2025	Regular	0.00	49,153.00	108424
CITY HALL 5	Invoice	07/31/2025	GF-CITY HALL DESIGN-MISC	0.00	47,500.00	
CITY HALL 5A	Invoice	07/31/2025	Pre Construction fee	0.00	1,653.00	
003258	NOVOTX LLC	08/12/2025	Regular	0.00	21,115.00	108425
INV-00689	Invoice	08/01/2025	Elements GIS Asset Management Software	0.00	21,115.00	
003213	OLD TOWN PEST CONTROL	08/12/2025	Regular	0.00	600.00	108426
12225	Invoice	07/23/2025	GF-PEST CONTROL-SHOP	0.00	600.00	
003764	STUDIO CKA LLC	08/12/2025	Regular	0.00	2,520.00	108427
25002.02	Invoice	08/01/2025	GF-Owners Rep Services-New City Hall-Mi...	0.00	2,520.00	
000031	ADAMSON POLICE PRODUCTS	08/19/2025	Regular	0.00	486.48	108428
INV438097	Invoice	08/01/2025	GF-UNIFORMS/ACCESSORIES-PD	0.00	168.00	
INV438227	Invoice	08/01/2025	GF-UNIFORMS FOR A LOPEZ-PD	0.00	6.95	
INV438306	Invoice	08/01/2025	GF-UNIFORMS FOR GALLEGOS-PD	0.00	21.00	
INV438319	Invoice	08/01/2025	GF-UNIFORMS FOR PALISSA-PD	0.00	58.45	
INV438320	Invoice	08/01/2025	GF-UNIFORMS FOR MIRAGLIA-PD	0.00	119.60	
INV438582	Invoice	08/05/2025	GF-UNIFORMS FOR MIRAGLIA-PD	0.00	112.48	
003652	ANIMAL CLINIC LLC	08/19/2025	Regular	0.00	97.00	108429
533324	Invoice	08/01/2025	GF-VET SERVICES-CODE	0.00	97.00	
003902	ANTONIO PINEDO	08/19/2025	Regular	0.00	400.00	108430
072825	Invoice	08/01/2025	CPR-LIVE ENTERTAINMENT FOR ADULT NI...	0.00	400.00	
000160	BREAKTHRU BEVERAGE COLORADO	08/19/2025	Regular	0.00	290.78	108431

Council Check Report

Date Range: 08/06/2025 - 08/19/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
122751744	Invoice	08/07/2025	GOLF-BEVERAGES-PRO SHOP	0.00	290.78	
000241	CITY OF FT LUPTON-UTIL INVOICE	08/19/2025	Regular	0.00	43,027.91	108432
110035001 JULY...	Invoice	08/01/2025	Water/Sewer Bill-City	0.00	1,703.00	
110036002 JULY...	Invoice	08/01/2025	Water/Sewer Bill-City	0.00	631.96	
110221001 JULY...	Invoice	08/01/2025	Water/Sewer Bill-City	0.00	767.00	
110222001 JULY...	Invoice	08/01/2025	Water/Sewer Bill-City	0.00	1,265.30	
110249001 JULY...	Invoice	08/01/2025	Water/Sewer Bill-City	0.00	476.83	
110251001 JULY...	Invoice	08/01/2025	Water/Sewer Bill-City	0.00	128.63	
110252001 JULY...	Invoice	08/01/2025	Water/Sewer Bill-City	0.00	605.55	
110252101 JULY...	Invoice	08/01/2025	Water/Sewer Bill-City	0.00	130.80	
330025001 JULY...	Invoice	08/01/2025	Water/Sewer Bill-City	0.00	392.00	
330031001 JULY...	Invoice	08/01/2025	Water/Sewer Bill-City	0.00	1,958.00	
330045001 JULY...	Invoice	08/01/2025	Water/Sewer Bill-City	0.00	156.68	
330092001 JULY...	Invoice	08/01/2025	Water/Sewer Bill-City	0.00	247.83	
330166001 JULY...	Invoice	08/01/2025	Water/Sewer Bill-City	0.00	204.14	
330920000 JULY...	Invoice	08/01/2025	Water/Sewer Bill-City	0.00	34.67	
550055501 JULY...	Invoice	08/01/2025	Water/Sewer Bill-City	0.00	735.76	
550057001 JULY...	Invoice	08/01/2025	Water/Sewer Bill-City	0.00	701.95	
550057601 JULY...	Invoice	08/01/2025	Water/Sewer Bill-City	0.00	2,190.22	
550057701 JULY...	Invoice	08/01/2025	Water/Sewer Bill-City	0.00	6,169.21	
660092001 JULY...	Invoice	08/01/2025	Water/Sewer Bill-City	0.00	913.16	
770109501 JULY...	Invoice	08/01/2025	Water/Sewer Bill-City	0.00	424.44	
770116501 JULY...	Invoice	08/01/2025	Water/Sewer Bill-City	0.00	363.43	
770214501 JULY...	Invoice	08/01/2025	Water/Sewer Bill-City	0.00	17.01	
770229001 JULY...	Invoice	08/01/2025	Water/Sewer Bill-City	0.00	231.17	
770229501 JULY...	Invoice	08/01/2025	Water/Sewer Bill-City	0.00	3,874.19	
770229601 JULY...	Invoice	08/01/2025	Water/Sewer Bill-City	0.00	43.30	
770231101 JULY...	Invoice	08/01/2025	Water/Sewer Bill-City	0.00	144.93	
990004001 JULY...	Invoice	08/01/2025	Water/Sewer Bill-City	0.00	281.21	
990004101 JULY...	Invoice	08/01/2025	Water/Sewer Bill-City	0.00	111.33	
990005001 JULY...	Invoice	08/01/2025	Water/Sewer Bill-City	0.00	283.82	
990006001 JULY...	Invoice	08/01/2025	Water/Sewer Bill-City	0.00	140.57	
990007001 JULY...	Invoice	08/01/2025	Water/Sewer Bill-City	0.00	363.71	
990008001 JULY...	Invoice	08/01/2025	Water/Sewer Bill-City	0.00	123.92	
990132001 JULY...	Invoice	08/01/2025	Water/Sewer Bill-City	0.00	16,788.73	
999910000 JULY...	Invoice	08/01/2025	Water/Sewer Bill-City	0.00	423.46	
	Void	08/19/2025	Regular	0.00	0.00	108433
	Void	08/19/2025	Regular	0.00	0.00	108434
002651	COLORADO COMMUNITY MEDIA	08/19/2025	Regular	0.00	78.84	108435
140365	Invoice	08/07/2025	GF-LEGAL/PUBLIC NOTICES-DEV DEP	0.00	78.84	
000306	COMCAST BUSINESS	08/19/2025	Regular	0.00	2,889.28	108436
247734284	Invoice	08/01/2025	GF-INTERNET SERVICES-	0.00	2,889.28	
000307	COMCAST CABLE COMM, LLC	08/19/2025	Regular	0.00	260.52	108437
0208785 AUG25	Invoice	08/04/2025	GF-AUGUST 2025 INTERNET SERVICE-PLA...	0.00	260.52	
000370	DEFALCO CONSTRUCTION CO	08/19/2025	Regular	0.00	94,595.78	108438
#10-RETAINAGE	Invoice	08/01/2025		0.00	94,595.78	
000546	GREEN MILL SPORTSMAN'S CLUB	08/19/2025	Regular	0.00	300.00	108439
129	Invoice	08/03/2025	GF-OFFICER TRAINING-PD	0.00	300.00	
000567	HIGH COUNTRY BEVERAGE CORP	08/19/2025	Regular	0.00	1,369.70	108440
W-7165601	Invoice	08/05/2025	GOLF-BEVERAGES-PRO SHOP	0.00	420.00	
W-7167719	Invoice	08/11/2025	GOLF-BEVERAGES-PRO SHOP	0.00	949.70	
003120	HUDSON LOCKERS, INC	08/19/2025	Regular	0.00	303.00	108441
548	Invoice	08/05/2025	GOLF-PRE PACKAGED GOODS-PRO SHOP	0.00	303.00	
001580	INTERMOUNTAIN HEALTH PLATTE VALLEY HOSF	08/19/2025	Regular	0.00	340.00	108442

Council Check Report

Date Range: 08/06/2025 - 08/19/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
10008374	Invoice	08/01/2025	GF-MEDICAL SERVICES-PD	0.00	340.00	
000636	JC GOLF ACCESSORIES	08/19/2025	Regular	0.00	324.60	108443
209227	Invoice	08/01/2025	GOLF-GENERAL SUPPLIES-PRO SHOP	0.00	324.60	
002977	JOSEPH ELLIOTT USA LLC	08/19/2025	Regular	0.00	747.89	108444
33685	Invoice	08/01/2025	GOLF-MERCHANDISE-PRO SHOP	0.00	747.89	
003577	JR ENGINEERING LLC	08/19/2025	Regular	0.00	8,933.50	108445
87223	Invoice	08/01/2025	GF-Transportation Plan-Engineering	0.00	820.00	
87224	Invoice	08/01/2025	SST-HWY 52 & COLLEGE AVE PROJECT DES...	0.00	8,113.50	
000735	LL JOHNSON DISTRIBUTING	08/19/2025	Regular	0.00	2,983.45	108446
1166885-00	Invoice	08/01/2025	GOLF-GENERAL SUPPLIES-PRO SHOP	0.00	2,904.64	
1959393-00	Invoice	08/01/2025	GOLF-SWITCH-PRO SHOP	0.00	78.81	
000795	MILE HIGH TURFGRASS, LLC	08/19/2025	Regular	0.00	1,406.27	108447
12865	Invoice	08/06/2025	GOLF-CERES TURF-MAINT	0.00	537.78	
12895	Invoice	08/11/2025	GOLF-HOSE TAP, REPAIR KIT, MARKER- MA...	0.00	868.49	
000835	NEOGOV	08/19/2025	Regular	0.00	2,997.91	108448
INV-141606	Invoice	08/07/2025	GF-EQUIPMENT-PD	0.00	2,997.91	
000847	NORMAN'S MEMORIALS INC.	08/19/2025	Regular	0.00	240.00	108449
081225	Invoice	08/12/2025	CEM-LYNETTE MANZANARES/ J. ROJO-GR...	0.00	240.00	
000865	OFFICE DEPOT	08/19/2025	Regular	0.00	69.29	108450
432858464001	Invoice	08/01/2025	GF-WIPES, DOME LIDS-ADMIN	0.00	69.29	
003739	PRECISION ELECTRICAL AND CONTROL	08/19/2025	Regular	0.00	231.75	108451
105461	Invoice	08/01/2025	UF-REPAIRS-W LINES	0.00	231.75	
002493	QUADIENT LEASING USA INC	08/19/2025	Regular	0.00	433.59	108452
Q1966201	Invoice	08/05/2025	GF-QUARTERLY LEASE JUNE 7-SEPT 6, 2025...	0.00	433.59	
003382	QUETZALCOATL AZTEC DANCE FUSION LLC	08/19/2025	Regular	0.00	900.00	108453
1016-1	Invoice	08/01/2025	CPR-DANCE SHOW FOR PUMPKINFEST-EV...	0.00	900.00	
000991	SCNS SPORTS FOODS INC	08/19/2025	Regular	0.00	94.40	108454
232410	Invoice	08/04/2025	GOLF-PRE PACKAGED GOODS-PRO SHOP	0.00	94.40	
001022	SOUTHERN GLAZER'S OF CO	08/19/2025	Regular	0.00	644.36	108455
3811016	Invoice	08/01/2025	GOLF-BEVERAGES-PRO SHOP	0.00	424.96	
3817030	Invoice	08/06/2025	GOLF-BEVERAGES-PRO SHOP	0.00	219.40	
001040	STERICYCLE	08/19/2025	Regular	0.00	37.45	108456
8011674130	Invoice	08/10/2025	GF-SHRED BINS AT CITY HALL-CITY CL	0.00	37.45	
001052	SWIRE COCA-COLA, USA	08/19/2025	Regular	0.00	927.33	108457
48275449011	Invoice	08/07/2025	GOLF-PRE PACKAGED GOODS-PRO SHOP	0.00	927.33	
001053	SYMBOL ARTS	08/19/2025	Regular	0.00	1,736.20	108458
0539562	Invoice	08/11/2025	GF-GENERAL SUPPLIES-PD	0.00	1,736.20	
002967	SYNERGETIC STAFFING LLC	08/19/2025	Regular	0.00	1,145.03	108459
21012186	Invoice	08/12/2025	GF-TEMP WAGES FOR AUGUST 4-8, 2025-F...	0.00	1,145.03	
001746	TRANSUNION RISK AND ALTERNATIVE DATA SO	08/19/2025	Regular	0.00	75.00	108460
812682-202507-1	Invoice	08/01/2025	GF-DATA RESEARCH FEES FOR JULY 2025-...	0.00	75.00	
001137	UNITED POWER	08/19/2025	Regular	0.00	61,337.43	108461
10553102 JULY25	Invoice	08/01/2025	United Power	0.00	22.93	
1194602 JULY25	Invoice	08/01/2025	United Power	0.00	1,390.66	
1195001 JULY25	Invoice	08/01/2025	United Power	0.00	4,232.43	
1195501 JULY25	Invoice	08/01/2025	United Power	0.00	6,118.80	
1195603 JULY25	Invoice	08/01/2025	United Power	0.00	850.06	

Council Check Report

Date Range: 08/06/2025 - 08/19/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
1195701 JULY25	Invoice	08/01/2025	United Power	0.00	212.40	
1196401 JULY25	Invoice	08/01/2025	United Power	0.00	36.54	
1207701 JULY25	Invoice	08/01/2025	United Power	0.00	21.24	
1223101 JULY25	Invoice	08/01/2025	United Power	0.00	20.00	
1240301 JULY25	Invoice	08/01/2025	United Power	0.00	115.09	
1241801 JULY25	Invoice	08/01/2025	United Power	0.00	1,530.12	
1241903 JULY25	Invoice	08/01/2025	United Power	0.00	195.04	
1276101 JULY25	Invoice	08/01/2025	United Power	0.00	1,321.97	
1279801 JULY25	Invoice	08/01/2025	United Power	0.00	25.64	
1295501 JULY25	Invoice	08/01/2025	United Power	0.00	110.08	
1296101 JULY25	Invoice	08/01/2025	United Power	0.00	55.51	
1299501 JULY25	Invoice	08/01/2025	United Power	0.00	130.09	
1302801 JULY25	Invoice	08/01/2025	United Power	0.00	2,699.20	
1302901 JULY25	Invoice	08/01/2025	United Power	0.00	94.88	
1316801 JULY25	Invoice	08/01/2025	United Power	0.00	1,038.63	
1322501 JULY25	Invoice	08/01/2025	United Power	0.00	6,097.42	
1360303 JULY25	Invoice	08/01/2025	United Power	0.00	32.66	
13842400 JULY25	Invoice	08/01/2025	United Power	0.00	65.53	
14427100 JULY25	Invoice	08/01/2025	United Power	0.00	208.78	
15232500 JULY25	Invoice	08/01/2025	United Power	0.00	22.38	
17149700 JULY25	Invoice	08/01/2025	United Power	0.00	56.44	
17761600 JULY25	Invoice	08/01/2025	United Power	0.00	20.18	
17868800 JULY25	Invoice	08/01/2025	United Power	0.00	20.00	
18057500 JULY25	Invoice	08/01/2025	United Power	0.00	787.88	
18498400 JULY25	Invoice	08/01/2025	United Power	0.00	393.32	
18762100 JULY25	Invoice	08/01/2025	United Power	0.00	20.11	
19545100 JULY25	Invoice	08/01/2025	United Power	0.00	230.90	
19595600 JULY25	Invoice	08/01/2025	United Power	0.00	26.00	
20040100JULY25	Invoice	08/01/2025	United Power	0.00	159.10	
21675200 JULY25	Invoice	08/01/2025	United Power	0.00	203.36	
21675300 JULY25	Invoice	08/01/2025	United Power	0.00	54.86	
22185901 JULY25	Invoice	08/01/2025	United Power	0.00	20.41	
3399301 JULY25	Invoice	08/01/2025	United Power	0.00	58.45	
6601202 JULY25	Invoice	08/01/2025	United Power	0.00	38.36	
6612303 JULY25	Invoice	08/01/2025	United Power	0.00	21.29	
6779701 JULY25	Invoice	08/01/2025	United Power	0.00	12,674.12	
704901 JULY25	Invoice	08/01/2025	United Power	0.00	11,067.40	
7225800 JULY25	Invoice	08/01/2025	United Power	0.00	20.18	
726705 JULY25	Invoice	08/01/2025	United Power	0.00	20.00	
7280200 JULY25	Invoice	08/01/2025	United Power	0.00	22.10	
733101 JULY25	Invoice	08/01/2025	United Power	0.00	203.96	
762901 JULY25	Invoice	08/01/2025	United Power	0.00	337.39	
803908 JULY25	Invoice	08/01/2025	United Power	0.00	7,379.88	
8976200 JULY25	Invoice	08/01/2025	United Power	0.00	853.66	
	Void	08/19/2025	Regular	0.00	0.00	108462
	Void	08/19/2025	Regular	0.00	0.00	108463
	Void	08/19/2025	Regular	0.00	0.00	108464
001137	UNITED POWER	08/19/2025	Regular	0.00	239.09	108465
1215802 JULY25	Invoice	08/05/2025	GF-JULY 2025 ELECTRIC SERVICE (VET OFFI...	0.00	239.09	
001137	UNITED POWER	08/19/2025	Regular	0.00	704.85	108466
24165100 JULY25	Invoice	08/05/2025	GF-JULY 2025 ELECTRIC SERVICE (SPLASH ...	0.00	704.85	
002132	VECTOR DISEASE CONTROL	08/19/2025	Regular	0.00	3,518.74	108467
PI-A00017058	Invoice	08/01/2025		0.00	3,518.74	
001203	WELD COUNTY SHERIFF'S OFFICE	08/19/2025	Regular	0.00	38.58	108468
FLPD72025	Invoice	08/07/2025	GF-JAIL FEES-COURT	0.00	38.58	
001207	WESTERN DISTRIBUTING INC	08/19/2025	Regular	0.00	169.00	108469

Council Check Report

Date Range: 08/06/2025 - 08/19/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
856992	Invoice	08/08/2025	GOLF-BEVERAGES-PRO SHOP	0.00	169.00	
001212	WILLIAMS AND WEISS CONSULTING LLC	08/19/2025	Regular	0.00	5,040.00	108470
2170	Invoice	08/10/2025	UF/WST-WATER ENGINEERING-UF/WST	0.00	5,040.00	
001195	YODER CHEVROLET LLC	08/19/2025	Regular	0.00	440.38	108471
B276761	Invoice	08/01/2025	GF-VEHICLE REPAIRS-PD	0.00	440.38	
003196	AMAZE HEALTH	08/12/2025	EFT	0.00	1,710.00	9100140
INV-9271	Invoice	07/31/2025	GF-JULY 2025 MONTHLY USER FEES-MISC	0.00	1,710.00	
001820	BADGER METER	08/12/2025	EFT	0.00	4,249.56	9100141
1747441	Invoice	07/29/2025	UF-WATER METER MATERIALS-W LINES	0.00	475.86	
80206391	Invoice	07/29/2025	UF-ENDPOINT SERVICES-UB	0.00	3,773.70	
000232	CIRSA	08/12/2025	EFT	0.00	6,998.40	9100142
INV1002250	Invoice	08/05/2025	GF/REC/GOLF-RENEWALS-	0.00	6,998.40	
000361	DBC IRRIGATION SUPPLY	08/12/2025	EFT	0.00	1,492.74	9100143
S5930679.001	Invoice	07/01/2025	GOLF-IRRIGATION SUPPLIES/PARTS-MAINT	0.00	1,492.74	
002723	EAGLE ROCK COMPANY OF COLO	08/12/2025	EFT	0.00	718.49	9100144
14233397	Invoice	08/04/2025	GOLF-BEVERAGES-PRO SHOP	0.00	178.29	
14233398	Invoice	08/04/2025	GOLF-BEVERAGES-PRO SHOP	0.00	438.20	
14233401	Invoice	08/04/2025	GOLF-BEVERAGES-PRO SHOP	0.00	102.00	
000768	MASEK GOLF CAR OF COLORADO	08/12/2025	EFT	0.00	920.99	9100145
01-104628	Invoice	08/01/2025	GOLF-GOLF CART REPAIRS/PARTS-PRO SH...	0.00	920.99	
000862	O'REILLY AUTO PARTS	08/12/2025	EFT	0.00	15.86	9100146
4489-238122	Invoice	08/04/2025	GF-MICRO-V BELT-PARKS	0.00	15.86	
003358	PIONEER ATHLETICS	08/12/2025	EFT	0.00	3,810.00	9100147
INV-259019	Invoice	07/30/2025	CPR-PEARSON PARK FENCING-COMM CEN...	0.00	3,810.00	
000999	SHAMROCK FOODS COMPANY	08/12/2025	EFT	0.00	3,901.07	9100148
34452497	Invoice	07/31/2025	GOLF-PRE PACKAGED GOODS-PRO SHOP	0.00	87.42	
34452498	Invoice	07/31/2025	GOLF-FOOD, BEVERAGES, PRE PACKAGED ...	0.00	3,708.72	
34457483	Invoice	08/01/2025	GOLF-FOOD-PRO SHOP	0.00	104.93	
001126	TYLER TECHNOLOGIES	08/12/2025	EFT	0.00	5,922.33	9100149
130-155521	Invoice	07/01/2025	GF-BRAZOS SOFTWARE-PD	0.00	5,922.33	
003398	UNIVERSITY AUTO PARTS	08/12/2025	EFT	0.00	55.97	9100150
243537	Invoice	08/06/2025	GF-ANTIFREEZE-STREETS	0.00	55.97	
001153	VALLEY FIRE EXTINGUISHER	08/12/2025	EFT	0.00	740.00	9100151
168888	Invoice	08/06/2025	GOLF-FIRE EXTINGUISHER RECHARGE/PAR...	0.00	80.00	
168908	Invoice	08/06/2025	GF-FIRE EXTINGUISHER SERVICE-FAC	0.00	660.00	
003417	DATA CENTER WAREHOUSE, LLC	08/12/2025	EFT	0.00	3,627.90	9100152
INVD238068	Invoice	07/30/2025	MDT's (5) - Remaining PW Vehicles	0.00	3,627.90	
002674	HAYES POZNANOVIC KORVER, LLC	08/12/2025	EFT	0.00	6,348.00	9100153
1183	Invoice	08/05/2025	WST-Jul24 Legal Fees-Water	0.00	6,348.00	
002778	KASEYA US LLC	08/12/2025	EFT	0.00	165.00	9100154
2464554760934	Invoice	08/01/2025	Additional License for Maintenance	0.00	165.00	
003635	WATERWORTH	08/12/2025	EFT	0.00	15,072.75	9100155
INV-1672-1	Invoice	08/01/2025	GF-AUG25-AUG26 SUBSCRIPTION-CITY A...	0.00	15,072.75	
000024	ACE HARDWARE OF FORT LUPTON	08/19/2025	EFT	0.00	14.97	9100156
109468/1	Invoice	08/07/2025	GOLF-SUPPLIES-PRO SHOP	0.00	14.97	
000048	AIRGAS USA LLC	08/19/2025	EFT	0.00	23.39	9100157

Council Check Report

Date Range: 08/06/2025 - 08/19/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
5518347851	Invoice	08/01/2025	GOLF-LARGE ACETYLENE, LARGE OXYGEN...	0.00	23.39	
000091	AQUA BACKFLOW, INC	08/19/2025	EFT	0.00	360.00	9100158
2025-0254	Invoice	08/05/2025	UF-WEB BASED BACKFLOW TRACKING-W L...	0.00	360.00	
001918	AXON ENTERPRISES INC	08/19/2025	EFT	0.00	1,369.00	9100159
INUS367960	Invoice	08/08/2025	GF-TASERS-PD	0.00	1,369.00	
002723	EAGLE ROCK COMPANY OF COLO	08/19/2025	EFT	0.00	857.43	9100160
14256962	Invoice	08/11/2025	GOLF-BEVERAGES-PRO SHOP	0.00	356.40	
14256963	Invoice	08/11/2025	GOLF-BEVERAGES-PRO SHOP	0.00	418.83	
14260175	Invoice	08/11/2025	GOLF-BEVERAGES-PRO SHOP	0.00	82.20	
000425	ELEVATION COFFEE TRADERS	08/19/2025	EFT	0.00	157.00	9100161
155671	Invoice	08/04/2025	GOLF-COFFEE-PRO SHOP	0.00	157.00	
003101	LANGUAGELINE SOLUTIONS	08/19/2025	EFT	0.00	110.70	9100162
11670290	Invoice	08/01/2025	GF-OVER THE PHONE INTERPRETATION SE...	0.00	110.70	
000932	R & M SERVICES	08/19/2025	EFT	0.00	304.27	9100163
10897	Invoice	08/01/2025	GF-VEHICLE SERVICES-PD	0.00	26.95	
10898	Invoice	08/01/2025	GF-VEHICLE MAINTENANCE-PD	0.00	99.61	
10899	Invoice	08/01/2025	GF-VEHICLE MAINTENANCE-PD	0.00	90.10	
10900	Invoice	08/01/2025	GF-VEHICLE MAINTENANCE-PD	0.00	87.61	
000999	SHAMROCK FOODS COMPANY	08/19/2025	EFT	0.00	2,653.44	9100164
34476580	Invoice	08/07/2025	GOLF-FOOD, BEVERAGES, PRE PACKAGED ...	0.00	2,653.44	
001101	TODD HODGES DESIGN, LLC	08/19/2025	EFT	0.00	11,182.60	9100165
3713	Invoice	08/11/2025	GF-PLANNING SERVICES JULY 28-AUG 15, ...	0.00	11,182.60	
000119	BANK OF COLORADO	08/08/2025	Bank Draft	0.00	7,465.27	DFT0002636
INV0001806	Invoice	08/08/2025	HSA DISTRIBUTION	0.00	7,465.27	
000119	BANK OF COLORADO	08/08/2025	Bank Draft	0.00	979.16	DFT0002637
INV0001807	Invoice	08/08/2025	HSA DISTRIBUTION	0.00	979.16	
001416	VALIC_1	08/08/2025	Bank Draft	0.00	48,575.80	DFT0002638
INV0001808	Invoice	08/08/2025	VALIC - 457(b) \$ Contributions	0.00	48,575.80	
001265	IRS	08/08/2025	Bank Draft	0.00	98,957.24	DFT0002639
INV0001810	Invoice	08/08/2025	Federal Withholding	0.00	98,957.24	
001418	CO DEPARTMENT OF REVENUE	08/08/2025	Bank Draft	0.00	16,411.00	DFT0002640
INV0001811	Invoice	08/08/2025	CO Withholding	0.00	16,411.00	

Bank Code New Main Operating Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	171	73	0.00	425,049.95
Manual Checks	0	0	0.00	0.00
Voided Checks	0	5	0.00	0.00
Bank Drafts	5	5	0.00	172,388.47
EFT's	37	26	0.00	72,781.86
	213	109	0.00	670,220.28

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	171	73	0.00	425,049.95
Manual Checks	0	0	0.00	0.00
Voided Checks	0	5	0.00	0.00
Bank Drafts	5	5	0.00	172,388.47
EFT's	37	26	0.00	72,781.86
	213	109	0.00	670,220.28

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH/CONSOLIDATED CASH	8/2025	670,220.28
			670,220.28

**RECORD OF PROCEEDINGS
FORT LUPTON CITY COUNCIL/ENTERPRISE BOARDS
August 5, 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, August 5, 2025. Mayor Zo Hubbard called the meeting to order at 6:45 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, Claud Hanes, Michael Sanchez, Bruce Fitzgerald, Chris Ceretto and Valerie Blackston. Councilmember David Crespín arrived at 6:03 p.m.

Also present were City Administrator, Chris Cross, City Clerk, Mari Peña, City Attorney, Andy Ausmus, Finance Director, Leann Perino, Planning Director, Todd Hodges 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 Chris Ceretto and seconded by Bruce Fitzgerald to approve the agenda as presented. Motion passed unanimously on voice vote.

REVIEW OF ACCOUNTS PAYABLES

Council reviewed the August 5, 2025, payables; there were no questions or comments from the Mayor or Council.

INFORMATION MEMORANDUM

IM 2025-012 Accepting the Audited 2025 Annual Comprehensive Financial Report

Paul Niedermuller with Clifton Larson Allen provided an overview of the 2025 Financial Audit to Council. He stated the results were very positive and there were no disagreements or arguments with the Finance Department and they produced requested items in a timely manner.

Chris Cross, City Administrator, read through the below information memorandums:

- Change of Credit/Debit Card Processing Vendors for Municipal Court Payments to Chase Bank (IM 2025-013)

RECORD OF PROCEEDINGS
FORT LUPTON CITY COUNCIL/ENTERPRISE BOARDS
August 5, 2025

- Notification to the City of a Festival Permit Submitted by Wholly Stromboli in Conjunction with the Fort Lupton Tomato Festival on September 5, 2025 on Denver Avenue (IM 2025-010)
- Submission of the Participation and Release Form in the New National Opioids Settlement with Purdue and the Sacklers (IM 2025-011)

CONSENT AGENDA

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

- July 15, 2025 City Council Meeting Minutes
- Approve Agreement to Work with Employment Services of Weld County Work-Based Learning Program Worksite Non-Financial Agreement (AM 2025-101)
- Re-allocation of Funds from a Grounds Seasonal Laborer Position to a Part-Time Custodian Position for Janitorial Services Allocated from the Recreation Center Budget for the Remainder of 2025 (AM 2025-107)
- Approve Mayor's Signing of Public Service Company of Colorado (PSCO) License Agreement for Water Line Access and Construction Along Highway 52 Frontage for the Water Tower Project (AM 2025-106)
- Accepting a Proposal from Soto Enterprises LLC for the Landscape Project at City Hall / Police Station Complex for an Amount Not to Exceed \$34,443.25 to be Paid from the Park General Fund Account (AM 2025-102)
- Award Contract to McGrane Water Engineering, LLC for an Amount Not to Exceed \$84,000.00 for Engineering Services for the Lagoon Water Storage Project from the Utility Fund (AM 2025-103)
- Declaring Axon Taser 7's Surplus and Authorizing the Police Department to Sell the Taser 7's (AM 2025-100)

Motion passed unanimously on roll call vote.

ACTION MEMORANDUM

AM 2025-098 Approving a Resolution for Authorization for the Inclusion of Coyote Creek Subdivision Filing No. 5 into the Coyote Creek Metropolitan District

Robert Rogers, Special Council with WBA presented the request to Council. The Resolution would provide City authorization for the inclusion of Filing 5 of the Coyote Creek Subdivision into the Coyote Creek Metropolitan District, and would further authorize and require the District to operate and maintain public improvements within Filing 5. The applicant is requesting authorization for the inclusion so that the District serve Filing 5, and can spread the

**RECORD OF PROCEEDINGS
FORT LUPTON CITY COUNCIL/ENTERPRISE BOARDS
August 5, 2025**

capital and operational costs associated with the improvements more equitably between Filing 5 and Filing 6 of the Development.

The overarching purpose of the resolution is to secure consent to include Filing 5 of the Development into the boundaries of the District. The inclusion would allow the District to spread-load the capital and operational costs associated with core public improvements that will benefit both Filings 5 and 6 across a larger tax base than is currently authorized.

Background: when the Coyote Creek Metro District Service Plan was processed and approved, the original applicant owned all of the property in Filing 6 of the Development. The original applicant has since sold the property in Filing 6 to Century Communities. Century also owns all of the property within Filing 5, and plans to develop Filing 5 and Filing 6 together. The District and Century desire to include the Filing 5 into the District so that the District can provide and maintain public improvements that benefit Filing 5 in concert with the provision of such services to Filing 6. Under the terms of the Service Plan, the inclusion requires City consent, which the applicant is seeking through the proposed resolution.

It was moved by Michael Sanchez and seconded by Valerie Blackston to approve Resolution 2025R035 for Authorization for the Inclusion of Coyote Creek Subdivision Filing No. 5 into the Coyote Creek Metropolitan District. Motion passed unanimously on roll call vote.

AM 2025-099 Adopting an Ordinance Approving the Submission of a Ballot Issue to the Registered Voters Voting in the Coordinated Election to be Held November 4, 2025, a Ballot Issue Pertaining to the Continuance of the Water Sales Tax of 1% for Water Acquisition and Improvement Fund, Declaring an Emergency and Setting the Title and Content of the Ballot for the Election

On November 3, 1991 the citizens of Fort Lupton approved Ordinance 602 which provides for a one percent (1%) sales and use tax for a water acquisitions and improvement fund, which tax was made a part of the Fort Lupton Sales and Use Tax Municipal Code. The original tax was for a period of fifteen years and would have originally expired on January 1, 2007.

On November 1, 2005, the City's voters approved a twenty-year extension of the tax, effective January 1, 2007 and expiring January 1, 2027.

This tax, set forth in the Fort Lupton Municipal Code, is necessary for the continued maintenance, and capital improvements of the City's public water system and funding for acquisition of water, water rights, and water storage for the next twenty years. The moneys collected from the tax shall be used for the purposes of acquiring, conveying and treating water, and for the construction of infrastructure, improvements, and payment of any related debt.

RECORD OF PROCEEDINGS
FORT LUPTON CITY COUNCIL/ENTERPRISE BOARDS
August 5, 2025

Any applicable provisions of the City Code may need amended by Ordinance of the City Council consistent with this Ballot Issue.

Emergency Declaration. Because of the necessity of submitting this ordinance to meet the election scheduling demands, an emergency exists, and the provisions of this ordinance are hereby declared to be necessary to the immediate preservation of the public health and safety, and it shall become effective upon adoption and compliance with the provisions of Section 31-16- 105, Colorado Revised Statutes.

It was moved by Bruce Fitzgerald and seconded by Chris Ceretto to Adopt Ordinance 2025-1188 Approving the Submission of a Ballot Issue to the Registered Voters Voting in the Coordinated Election to be Held November 4, 2025, a Ballot Issue Pertaining to the Continuance of the Water Sales Tax of 1% for Water Acquisition and Improvement Fund, Declaring an Emergency and Setting the Title and Content of the Ballot for the Election. Motion passed unanimously on roll call vote.

AM 2025-104 Award Contract to D2 Consultants, LLC for an Amount Not to Exceed \$199,335.00 for Engineering Services for the Non-Potable System Master Plan Project from the Utility Fund

The City is expanding use of the Non-Potable water system in recent years. A Master Plan and analysis for the irrigation system is needed to determine available supplies, system capacity and required improvements to support the City's water supply resources.

The D2 Consultants proposal includes evaluating the hydrogeology, conducting unit response functions to support a water rights case, project future use, and determine required projects with estimated costs.

The Master Plan study can begin immediately upon approval of the agreement.

The 2025 budget includes \$400,000 for the Water Strategy Plan in the Utility Fund as match for \$400,000 of grant funding in the Water Sales Tax Fund. The City has received a DOLA EIAF grant of \$100,000 for the Non-Potable Master Plan. Staff has also applied for a Colorado Water Conservation Board Grant for the Comprehensive Water Strategy Plan, of which this effort is a part of.

It was moved by Claud Hanes and seconded by Valerie Blackston to Award Contract to D2 Consultants, LLC for an Amount Not to Exceed \$199,335.00 for Engineering Services for the Non-Potable System Master Plan Project from the Utility Fund. Motion passed unanimously on roll call vote.

**RECORD OF PROCEEDINGS
FORT LUPTON CITY COUNCIL/ENTERPRISE BOARDS
August 5, 2025**

AM 2025-105 Approve Change Order #3 to Contract with Thalle Construction Co, Inc. for an Amount Not to Exceed \$127,078.04 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 Waste Water Treatment Plant 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 issued March 4, 2025 provided a dewatering allowance for unanticipated groundwater interference between Stations 76+00 to 96+00 (not to exceed \$272,308.14).

Contracted construction is \$25,919,700. As of July 2025, total construction billings for the project are \$16,139,752.10 (62%). The force main is nearly complete with bypass flows to begin August 13, 2025.

It was moved by David Crespín and seconded by Chris Ceretto to Approve Change Order #3 to Contract with Thalle Construction Co, Inc. for an Amount Not to Exceed \$127,078.04 for the METRO Connection Force Main & Lift Station Project from the Utility Fund. Motion passed unanimously on roll call vote.

STAFF REPORTS

William Carnes, Chief of Police, reported tonight is National Night Out and encouraged everyone to join the fun and get a hamburger or hotdog.

Chris Cross, City Administrator, thanked staff for all the work they do as this year has been busy.

Mari Peña, City Clerk, informed Council that petitions for Council and Mayor positions are now being circulated and there has been a lot of interest.

MAYOR/COUNCIL REPORTS

Mayor Hubbard asked if Hyper Fiber would be cleaning the sidewalks as they have left a mess. City Administrator Chris Cross stated he would look into it.

FUTURE CITY EVENTS

August 6, 2025 - Coffee with a Cop, Fort Lupton Recreation Center, 203 S. Harrison Ave., 8:00 a.m. - 9:00 a.m.

**RECORD OF PROCEEDINGS
FORT LUPTON CITY COUNCIL/ENTERPRISE BOARDS
August 5, 2025**

September 5, 2025 - Tomato Festival Street Dance, 4th & Denver Ave., 6:00 p.m. - 8:00 p.m.

September 6, 2025 - Tomato Festival Pancake Breakfast, Parade, and City Tour and Activities, 7:00 a.m. - 3:00 p.m.

UPCOMING MEETINGS

August 12, 2025 Town Hall Meeting, City Hall, 130 S. McKinley Ave. 6:00 p.m.

August 19, 2025 City Council Meeting, City Hall, 130 S. McKinley Ave. 6:00 p.m.

August 26, 2025 Town Hall Meeting, City Hall, 130 S. McKinley Ave. 6:00 p.m.

September 2, 2025 City Council Meeting, City Hall, 130 S. McKinley Ave. 6:00 p.m.

ADJOURNMENT

The meeting adjourned at 6:27 p.m.

Submitted by,

Maricela Peña, City Clerk

Approved by City Council,

Zo Hubbard, Mayor



SUBJECT FOR DISCUSSION

Approving the Budget Reallocation of \$200,000.00 from the Police Department Salaries & Wages to Police Department Overtime.

SUMMARY STATEMENT/BACKGROUND DISCUSSION

The Police Department is close to exhausting the overtime budget. Due to staffing shortages, there is sufficient funding to reallocate a portion of the Police Department Salaries & Wages to Police Department Overtime.

FINANCIAL CONSIDERATIONS

Reallocating funding from Salaries & Wages to Overtime will not require allocating additional funding to the Salaries & Wages budget later this year. The Police Department Salary & Wages line is currently \$365,585 underbudget as of August 1st.

LEGAL/POLITICAL CONSIDERATIONS

N/A

ALTERNATIVES/OPTIONS

Leaving budget allocation as is will result in shift coverage shortages and negatively affect services.

STAFF RECOMMENDATIONS

Staff recommends reallocation of funds.

Attachments: N/A

Certification of Council Approval:

Ordinance No. _____

Resolution No. _____

City Clerk

Date



SUBJECT FOR DISCUSSION

Approving the Implementation of a Temporary Over-Time Shift Focused on Traffic Enforcement.

SUMMARY STATEMENT/BACKGROUND DISCUSSION

Traffic safety is important for community well-being and motorist safety. Specific traffic enforcement, focused on curbing dangerous driving behaviors, is strongly correlated to a decrease in traffic collisions and traffic collision related injuries. Additionally, community requests for specific traffic violations cannot be adequately addressed.

Police Department staffing levels has reduced the ability of staff to conduct pro-active traffic enforcement during normally scheduled patrol shifts.

Creating limited over-time shifts specific to traffic enforcement will allow staff to focus on this public safety issue without neglecting primary patrol responsibilities.

FINANCIAL CONSIDERATIONS

Funding for the over-time shifts will be drawn from the existing PD overtime budget, and PD salary and wages budget will be transferred to cover overages in the overtime budget. Traffic shifts will run on a limited basis through the end of 2025 and reassessed thereafter if needed.

LEGAL/POLITICAL CONSIDERATIONS

Staff members conducting over-time traffic enforcement will not be subject to any minimum citation requirements. Staff members will be expected to conduct appropriate and meaningful traffic contacts and take appropriate enforcement actions (education, warnings, tickets, etc.).

Attachments: N/A

Certification of Council Approval:

Ordinance No. _____

Resolution No. _____

City Clerk

Date



SUBJECT FOR DISCUSSION

Future Implementation and Review of the Take Home Car Program

SUMMARY STATEMENT/BACKGROUND DISCUSSION

The Police Department conducted a take-home car trial period from August through December of 2024 to determine feasibility, cost, and effectiveness. Three staff members (other than on-call personnel) participated in the trial period, averaging 494 miles traveled responding to and from work. The impact on patrol operations was nominal, with several occasions where staff members were able to respond directly to calls. The mileage and use cost were about 1/5 of the projected amount and did not negatively affect the Police Department budget. Staff members who chose to participate, consistently utilized the take-home car program.

The Police Department intends to continue the take-home car program as a voluntary incentive for sworn staff members who have completed initial training. Some staff members find the take-home car program more beneficial than donning/doffing compensation.

FINANCIAL CONSIDERATIONS

Staff members may elect either paid donning and doffing or the take-home car program. Both options will be funded through the existing Police Department budget.

LEGAL/POLITICAL CONSIDERATIONS

Staff members participating in the take-home car program will comply with all laws and policy requirements.

Attachments: N/A

Certification of Council Approval:

Ordinance No. _____

Resolution No. _____

City Clerk

Date



SUBJECT FOR DISCUSSION

Authorize Work Order to Jacobs Engineering for Maximum Not to Exceed \$36,274.50 for Professional Engineering Services for Engineering Design Services for the Water Treatment Plant (WTP) Sampling Station Project from The Utility Fund.

SUMMARY STATEMENT/BACKGROUND DISCUSSION

Jacobs Engineering is the current provider of engineering services for the City Wastewater Treatment Plant, Water Treatment Plant, and Distribution, Collection System repairs, maintenance and operational projects for the City of Fort Lupton under the Master Agreement, Appendix J, between the City and Jacobs (OMI).

The City needs professional engineering and permitting for the City's WTP. Metro Water Recovery (METRO) has issued the City a Wastewater Discharge Permit to discharge water treatment filter back wash flows to the sanitary sewer. The permit requires the City to construct a meter and sampling facility at the WTP to sample and record data to monitor compliance with the industrial permit. The preliminary engineering report is due to METRO December 31, 2025 in accordance with the compliance schedule.

Jacobs can begin work upon execution of the work order.

FINANCIAL CONSIDERATIONS

The 2025 Budget included \$40,000 in the Utility Fund for Engineering Plans and Studies.

LEGAL/POLITICAL CONSIDERATIONS

Not Applicable.

ALTERNATIVES/OPTIONS

- A. Approve the work order with Jacobs
- B. Reject and contract with another firm.
- C. Delay action on the contract to gather more information.

STAFF RECOMMENDATIONS

Staff recommends approval of the Work Order to Jacobs for professional services to provide engineering design for not to exceed \$36,274.50 for the WTP Sampling Station project.

Attachments: a. Work Order - Jacobs.

Certification of Council Approval:

Ordinance No. _____

Resolution No. _____

City Clerk

Date

WORK ORDER

PURSUANT TO A MASTER AGREEMENT BETWEEN
THE CITY OF FORT LUPTON
AND
OPERATIONS MANAGEMENT INTERNATIONAL, INC
CH2M HILL Engineers, Inc.

WORK ORDER NUMBER: CH-2020-9
PROJECT TITLE: Work Order #9
MASTER AGREEMENT EFFECTIVE DATE: August 5, 2019
OWNER'S REPRESENTATIVE: Roy Vestal
WORK ORDER COMMENCEMENT DATE: August 19, 2025
WORK ORDER COMPLETION DATE: December 31, 2025
MAXIMUM FEE: (time and reimbursable direct costs): \$ 36,274.50

PROJECT DESCRIPTION/SCOPE OF SERVICES: Services shall include design and consulting input on Water Treatment Plant, Distribution, Wastewater Treatment Plant, Collection System repairs, maintenance, and operational projects located in Fort Lupton. Refer to Attachment A – Scope of Services and Attachment B- Fee Sheet.

CH2M HILL Engineers, Inc. (ENGINEER) agrees to perform the services identified above and on the attached forms in accordance with the terms and conditions contained herein and in the Master Agreement, Appendix J, between the parties. In the event of a conflict between or ambiguity in the terms of the Master Agreement and this Work Order (including the attached forms) the Master Agreement, Appendix J, shall control.

The attached forms consisting of (9) pages are hereby accepted and incorporated herein, by this reference, and Notice to Proceed is hereby given after all parties have signed this document.

ENGINEER: CH2M HILL Engineers, Inc.

By: _____ Date: _____
Name: _____ Title: _____

OWNER'S ACCEPTANCE & EXECUTION:

This Work Order and the attached Contract Documents are hereby accepted and incorporated herein by this reference.

ACCEPTANCE: _____ Date: _____
Name, Project Manager

Attachment 1

Estimated List of Drawings

Attachment 1 -- Estimated Drawing List 8/6/2025

Items in *Red* Font with * are Mandatory and are referenced on the "Design LOE" and
Note: Legend sheets, standard details and schedules are to be considered as
drawings. Be careful when reducing complexity below 1.0. The post-mortem
database considers these as drawings with a complexity of 1.0. Account for standard

Count	Drawing Title
1	Cover Sheet, Location and Vicinity Maps
2	Index to Drawings
3	Abbreviations
4	Abbreviations
5	Mechanical Legend
6	Piping Schedule
7	Instrumentation and Controls Legend
8	Instrumentation and Controls Legend
9	Electrical Legend
10	Electrical Legend and Abbreviations
11	Site Plan/Grading Plan
12	Process/Structural Plan and Sections
13	I&C PID
14	Electrical One Line

Attachment 2 Project Fee

POP Dates
Start: August
Start: 2025
End: January
End: 2026

		Jacobs																	
Attachment 2 -- Jacobs Fee Proposal Draft		Schutt, Brad Project Manager/Process	Fry, Allison Process Engineer	Pat Nelson Senior Technical Consultant	Neperud, Erik Site Civil/Yard Piping	Rojas, Hugo Structural Engineer	Idrees, Hasaan Electrical Engineer	James, Jonathan Electrical Engineer	Faber, Brittany HVAC	Mark Powell Architectual QC	Thomas, Dennis I&C Engineer	Paquet, Al Client Service Manager	Flaska, Skylor CAD	Meyer, Ed Senior Cost Estimator	Haugen, Liv Senior Quality Control	Elkins, Anne-Marie Specs Processing/Production	Moroz, Luba Project Controls	Expenses	Total Hours
Hourly Rate		\$214	\$150	\$275	\$214	\$217	\$170	\$248	\$170	\$230	\$243	\$250	\$150	\$250	\$250	\$130	\$150		
Specific Tasks																			
Task 1 - Project Management																			0
PM		16	1	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	2	0.5		0.5	0.5	3		28
																			0
Subtotal Hours		16	1	1	1	1	1	1	1	1	1	2	1	0	1	1	3		28
Subtotal Labor Costs		\$3,424	\$150	\$138	\$107	\$109	\$85	\$124	\$85	\$115	\$122	\$500	\$75	\$0	\$125	\$65	\$450		\$5,672.50
Subtotal Direct Costs																		\$0	\$0.00
Task 2 - Preliminary Engineering Report																			0
Preliminary Engineering Report & 20% Drawings		20	40	1	8	6	8	2	4	2	8	2	50		1	4		\$ 500	656
Meetings		4	4	1	1	1	1	1			1								14
																			0
Total Hours =		40	45	3	10	8	10	4	5	3	10	4	51	0	2	5	3		198
Total Labor Cost=		\$8,560	\$6,750	\$688	\$2,033	\$1,628	\$1,615	\$868	\$765	\$575	\$2,309	\$1,000	\$7,575	\$0	\$375	\$585	\$450		\$35,774.50
Total Direct Costs =																		\$500	\$500.00
Total Project Cost=																			\$36,274.50
Consultant Totals:		\$36,275																	



City of Fort Lupton Water Treatment Plant Metering and Sampling Station Improvements

Scope of Services

CH2M Hill Engineers Inc. (ENGINEER) agrees to furnish the City of Fort Lupton, CO, CITY (CITY) engineering services to develop a metering and sampling station on the Water Treatment Plant (WTP) discharge to sewer in compliance with the Metro Water Recovery Industrial discharge requirements.

The ENGINEER's estimated professional services costs for the project are based on the elements included in the task descriptions below.

It is understood that the CITY will designate Roy Vestal as the primary points of contact for the work performed under this agreement, with authority to transmit instructions, receive information, interpret and define CITY policies and decisions relative to elements pertinent to the work covered by this Scope of Services.

Project Purpose and Background

The purpose of this Project is to perform engineering services to develop a preliminary engineering report and design drawings for the WTP Industrial Discharge Metering and Sampling Station.

The following tasks are included in this scope:

1. Project Management
2. Preliminary Engineering
3. Design Drawings and Specifications

Task 1—Project Management

The purpose of this task is to manage, coordinate, and lead the ENGINEER Team's activities and perform administration of the Fort Lupton Metering and Sample Station services. The ENGINEER will perform the following subtasks as part of this Task.

Sub Task 1.1 – Project Management, Project Execution Plan

The ENGINEER's project manager shall prepare, implement, monitor, and update the Project Execution Plan throughout the project. The Project Execution Plan will be prepared to guide the direction of the Project Team. It will include descriptions of the roles and responsibilities of team members, communications plan, cost and schedule control procedures, document control, change management, and other project management requirements. The Project Execution Plan will be distributed to the CITY and project team members.

ENGINEER will manage the health, safety, and environmental activities of its staff and the staff of its subcontractors to achieve compliance with applicable health and safety laws and regulations. ENGINEER will coordinate with responsible parties to correct conditions that do not meet applicable federal, state, and local occupational safety and health laws and regulations when such conditions expose ENGINEER staff, or staff of ENGINEER's subcontractors, or CITY staff to unsafe conditions.

This task includes the activities associated with administration of the Contract and coordination with the CITY.

Task Deliverable(s)

- Project Execution Plan

Sub Task 1.2 - Progress Meetings

ENGINEER will schedule and conduct monthly progress meetings with the CITY during the design phase. The meetings will include a review of current and upcoming tasks as well as a review of the project schedule. The meetings will also be an opportunity to resolve outstanding issues and plan the project execution for the next month. ENGINEER will provide an agenda and will prepare and distribute meeting minutes for each meeting along with action items and decision logs. Meetings will include the project manager and up to one additional staff.

Task Meeting(s)

1. Monthly Progress Meetings

Task Deliverable(s)

1. Agenda and Meeting Summaries
2. Action Items, Decision Log, and Needs List

Sub Task 1.3 - Progress Reporting and Invoicing

ENGINEER's project manager will prepare and submit to the CITY's project manager, monthly, a brief cost and schedule status report. The report shall include a narrative description of progress to-date, actual costs for each Task, estimates of percent complete, and potential cost variances.

This task also includes preparation of monthly invoices.

Jacobs

Task Deliverable(s)

1. Monthly Progress Reports and Invoices

Sub Task 1.4 - Project Team Kick-off Meeting

A kick-off workshop shall be conducted with CITY staff to confirm the project scope, engage in preliminary technical discussions, and discuss project schedule. ENGINEER's project manager, process engineer and senior advisor will attend remotely.

At this meeting, details contained within the Project Execution Plan will be presented and discussed. If necessary, the Project Execution Plan will be revised to reflect input received at the meeting. Meeting minutes will be prepared and distributed to attendees.

Task Meeting(s)

1. Kick-off Meeting Workshop

Task Deliverable(s)

1. The ENGINEER shall prepare a workshop agenda and summary and deliver one electronic copy of each to the CITY.

Task 2—Monitoring Facility Preliminary Engineering Report and 20% Design

As required by the *Metro Water Recovery Industrial Pretreatment Program Monitoring Facility Design Criteria and Engineering Report Requirements Policy (Design Criteria)*, February 1, 2024 the ENGINEER will develop a Preliminary Engineering Report and 20% Design for the monitoring and sampling station.

The purpose of this task is to identify metering and sample requirements and provide preliminary exhibits as follows:

- Metering Manhole and Sampling Manhole
- Monitoring Shed Plan
- Site Plan (Assumes a new survey is not needed)

The metering vault and monitoring shed are assumed to be pre-cast or prefabricated FRP or prefabricated concrete structures.

Task Meeting(s)

1. A one-hour meeting is assumed with the Metro Water Recovery Program to discuss submittal requirements.
2. A one-hour meeting is assumed to discuss the CITY's review comments on the draft report. ENGINEER's Project Manager, Project Engineer and Client Service Lead to attend.

Task Deliverable(s)

1. Preliminary Engineering Report with 20% Design, Draft (in electric format) and Final (in electronic and hard copy).

Assumptions

The ENGINEER's basis for estimating engineering costs for the project is based on the following assumptions for this scope of services:

- 1) Workshops with the CITY will be held remotely.
- 2) All meeting agendas, meeting summaries, and deliverables will be prepared and delivered to the CITY project manager in PDF format via email. The CITY project manager will distribute to other CITY staff.
- 3) Meeting summaries will capture major decisions and action items and not be a detailed review of the meeting discussion.
- 4) CITY will make its facilities accessible to ENGINEER as required for ENGINEER's performance of its services and will provide labor and safety equipment as required by ENGINEER for such access.
- 5) CITY will provide to ENGINEER all relevant data in CITY's possession relating to ENGINEER's services on the Project. ENGINEER will reasonably rely upon the accuracy, timeliness, and completeness of the information provided by CITY.
- 6) In providing opinions of cost, financial analyses, economic feasibility projections, and schedules for the Project, ENGINEER has no control over cost or price of labor and materials; unknown or latent conditions of existing equipment or structures that may affect operation or maintenance costs; competitive bidding procedures and market conditions; time or quality of performance by operating personnel or third parties; and other economic and operational factors that may materially affect the ultimate Project cost or schedule. Therefore, ENGINEER makes no warranty that the CITY's actual Project costs, financial aspects, economic feasibility, or schedules will not vary from ENGINEER's opinions, analyses, projections, or estimates.
- 7) CITY will examine information submitted by ENGINEER and render comments in writing or otherwise provide decisions within two weeks of each submittal. CITY will receive and reconcile comments from various CITY reviewers and will provide one set of consolidated comments to ENGINEER.
- 8) The following work elements are excluded from this scope of work:
 - Backwash Water Recovery
 - Final Design of Sample Station
 - Source Water Sampling and Initial Background NORM
 - Accidental and Slug Discharge Prevention
 - Air Compressor Condensate Modifications
- 9) Bid phase services and services during construction are not included in this project.
- 10) No survey is included in this scope. It is assumed that the existing documents are sufficient for design.
- 11) ENGINEER will rely on previous developed documents by Metro, Permit Fact Sheet, April xx, 2024.

Schedule

The following schedule is anticipated for the CITY's Sample Station.

TABLE 1 – PROJECT SCHEDULE

Task	Estimated Completion Dates
Notice to Proceed (NTP)	August 19, 2025
Kickoff Meeting	14 days after NTP
20-percent design	December 31, 2025

Payment

Compensation will be on a time and expense basis with labor billed at hourly labor rates based on labor code. Subconsultant expenses billed at actual cost, plus multiplier of 1.08, and direct expenses at actual cost or standard billing rates. The hourly billing rates include allowances for salary, benefits, overhead, and profit. Other expenses will include travel, printing, mailing, copying, supplies, and other similar costs incurred in performance of the work. A budgetary amount for the ENGINEER's services is included in **Attachment 1**.

The ENGINEER shall make reasonable efforts to complete the work within this budget and will keep the CITY informed of progress toward that end so that the budget or work effort can be adjusted if found necessary. The ENGINEER shall not exceed the total budgetary amount without prior written approval from the CITY. ENGINEER is allowed to manage to the overall total budget, which allows underruns or overruns at the subtask level.

List of Attachments

The following attachments are a part of this Scope of Services:

- Attachment 1 – Estimated List of Drawings
- Attachment 2 – Project Fee