



CITY OF FORT LUPTON
CITY COUNCIL/ENTERPRISE BOARDS
REGULAR MEETING AGENDA
Tuesday, September 16, 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. September 16, 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. September 2, 2025 City Council Meeting Minutes
- b. AM 2025-116 Accepting the 2026 CIRSA Property Casualty, Renewal Quotations Estimated to be \$1,308,628.32, the No-Fault Water Line Rupture Quote for \$3,034 and the Property Damage for Mobile Equipment for \$1,044
- c. AM 2025-117 Approve the 2026 Colorado Big Thompson Assessment from Northern Colorado Water Conservancy District for an Amount not to Exceed \$177,146.52, Allocated from the Utility Fund-Water
- d. AM 2025-118 Accepting a Bid Proposal from Design Workshop to Serve as the Consultant Firm to Develop a Parks and Trails Master Plan for an Amount Not to Exceed \$280,000.00, Allocated from the General Fund Parks Department
- e. AM 2025-119 Approving a Resolution Ratifying the Mayor's Appointment of the Attached List of Candidates to the Youth Advisory Committee for a Term Ending August 31, 2026
- f. AM 2025-120 Authorize Notice to Proceed for Jacobs to Begin a Time and Material Capital Improvement Project (CIP) for the Rehab of Five Generators for an Amount Not to Exceed \$32,134.18 from the CIP Budget
- g. AM 2025-121 Approve a Resolution Revising the Water and Sewer Infrastructure Investment Fee Schedule for 2026, Effective December 1, 2025
- h. AM 2025-122 Approve a Resolution of the Fort Lupton City Council Acting as the Fort Lupton Utility Enterprise Board Modifying the Raw Water Dedication Requirement for New Construction

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 2025-123 An Ordinance Approving the Rezoning of a Property Legally Described in Exhibit A of the Proposed Ordinance Known as the 2183 South Denver Avenue Change of Zone
- b. AM 2025-124 Approving a Resolution Accepting an Amended Preliminary Plat, Known as the Sunrise Amended Preliminary Plat for a Residential Subdivision
- c. AM 2025-125 An Ordinance Approving the Rezoning of a Property Legally Described in Exhibit A of the Proposed Ordinance Known as the Lancaster Crossing Change of Zone
- d. AM 2025-126 Approving a Resolution Accepting a Preliminary Plat, Known as the Lancaster Preliminary Plat for a Residential Subdivision

Action Memorandum

- a. AM 2025-127 Amending the Contract for GH Phipps Construction Companies to Proceed with Contracting, and Procuring Subs and Materials and Constructing the New City Hall Facility for the Final Guaranteed Maximum Price

Information Memorandum

- a. IM 2025-015 Public Works Award of Contract to Site Services Drilling, LLC for an Amount Not to Exceed \$12,000.00 for a Time and Materials Agreement for Test Drilling Wells at the Waste Water Treatment Plant Lagoon in Association with McGrane Water Engineers Engineering Services Agreement for the Lagoon Water Storage Project from the Utility Fund

Staff Reports

Mayor/Council Reports

Future City Events

- a. September 18, 2025 - Senior / Disabled Residents Fall Clean-up Curbside Pick-Up
September 20, 2025 - Fall Clean-up Day, 800 12th Street, 8:00 a.m. - 12:00 p.m.
October 3, 2025 - Fall Back to Fitness, Recreation Center, 203 S. Harrison Ave, 6:00 p.m. - 8:30 p.m.
October 4, 2025 - Dia de Los Muertos at Pumpkinfest, Historic Fort Lancaster, 2001 Historic Parkway, 3:00 p.m. - 8:00 p.m.

Upcoming Meetings

- a. September 30, 2025 Town Hall Meeting, City Hall, 130 S. McKinley Ave. 6:00 p.m.
October 7, 2025 City Council Meeting, City Hall, 130 S. McKinley Ave. 6:00 p.m.
October 14, 2025 Town Hall Meeting, City Hall, 130 S. McKinley Ave. 6:00 p.m.
October 21, 2025 City Council Meeting, City Hall, 130 S. McKinley Ave. 6:00 p.m.

Executive Session

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

Adjourn

**RECORD OF PROCEEDINGS
FORT LUPTON CITY COUNCIL/ENTERPRISE BOARDS
September 16, 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, September 16, 2025. Mayor Zo Hubbard called the meeting to order at 6:09 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, David Crespín, Chris Ceretto and Valerie Blackston.

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 Valerie Blackston to approve the agenda as presented. Motion passed unanimously on voice vote.

REVIEW OF ACCOUNTS PAYABLES

Council reviewed the September 16, 2025, payables; there were no questions or comments from the Mayor or Council.

CONSENT AGENDA

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

- September 2, 2025 City Council Meeting Minutes
- Accepting the 2026 CIRSA Property Casualty, Renewal Quotations Estimated to be \$1,308,628.32, the No-Fault Water Line Rupture Quote for \$3,034 and the Property Damage for Mobile Equipment for \$1,044 (AM 2025-116)
- Approve the 2026 Colorado Big Thompson Assessment from Northern Colorado Water Conservancy District for an Amount not to Exceed \$177,146.52, Allocated from the Utility Fund-Water (AM 2025-117)
- Accepting a Bid Proposal from Design Workshop to Serve as the Consultant Firm to

**RECORD OF PROCEEDINGS
FORT LUPTON CITY COUNCIL/ENTERPRISE BOARDS
September 16, 2025**

Develop a Parks and Trails Master Plan for an Amount Not to Exceed \$280,000.00, Allocated from the General Fund Parks Department (AM 2025-118)

- Approving Resolution 2025R037 RATIFYING THE MAYOR'S APPOINTMENT OF THE ATTACHED LIST OF CANDIDATES TO THE YOUTH ADVISORY COMMITTEE FOR A TERM ENDING AUGUST 31, 2026 (AM 2025-119)
- Authorize Notice to Proceed for Jacobs to Begin a Time and Material Capital Improvement Project (CIP) for the Rehab of Five Generators for an Amount Not to Exceed \$32,134.18 from the CIP Budget (AM 2025-120)
- Approve Resolution 2025R038 REVISING THE WATER AND SEWER INFRASTRUCTURE INVESTMENT FEE SCHEDULE FOR 2026, EFFECTIVE DECEMBER 1, 2025 (AM 2025-121)
- Approve Resolution 2025R039 OF THE FORT LUPTON CITY COUNCIL ACTING AS THE FORT LUPTON UTILITY ENTERPRISE BOARD MODIFYING THE RAW WATER DEDICATION REQUIREMENT FOR NEW CONSTRUCTION (AM 2025-122)

Motion passed unanimously on roll call vote.

PUBLIC HEARING

AM 2025-123 An Ordinance Approving the Rezoning of a Property Legally Described in Exhibit A of the Proposed Ordinance Known as the 2183 South Denver Avenue Change of Zone

Mayor Hubbard opened the public hearing at 6:14 p.m.

Zachary Mettler, City Planner, provided an overview of the change of zone application. Bob Choate (Applicant) has submitted a request for rezoning of the property, on behalf of property owners Edward and Patricia Vecchiarelli. The property is Lot 2 and Lot 3 of the Yarbrough Minor Subdivision, comprising of 10.012 acres, more or less, and is located west adjacent along South Denver Avenue. The Applicants are requesting a Change of Zone from 'I-1' Light Industrial to the 'I-2' Heavy Industrial. Mr. Mettler stated the proposed Change of Zone is in line with the Comprehensive Plan, and better fits the current user and better prepares the parcel for a potential user who is planning to submit an Administrative Site Plan. He also stated all applicable land use application fees have been paid and a fee deposit has been submitted to cover costs related to the application.

Mayor Hubbard asked Mr. Mettler if any discussion was received from the residential properties across the road. Mr. Mettler responded stating at the neighborhood meeting there was some questions asked but there were no concerns. Mayor Hubbard also asked if the applicant has been advised about traffic as she is concerned about the potential for increased traffic on the road. Mr. Mettler stated he is unaware of the exact conversations that Public Work has had around traffic.

**RECORD OF PROCEEDINGS
FORT LUPTON CITY COUNCIL/ENTERPRISE BOARDS
September 16, 2025**

However, the anticipated use of the site does not entail frequent or heavy truck traffic. Bob Choate, representative of the applicant, provided a presentation to Council explaining the change of zone. He stated in the future a site plan for the property will be submitted. He explained that a very successful business will be coming to the City which will employ a lot of people, primarily building infrastructure projects. This site will primarily be used for storage of vehicles and equipment that are owned by the tenant. The reason for the change of zone is to accommodate the continued use of outdoor storage on the property.

Mayor Hubbard asked if anyone wanted to speak for or against the proposal. Hearing none, Mayor Hubbard closed the public hearing at 6:21 p.m.

It was moved by Claud Hanes and seconded by David Crespin to approve Ordinance 2025-1189 Rezoning of a Property Legally Described in Exhibit A of the Proposed Ordinance Known as the 2183 South Denver Avenue Change of Zone. Motion passed unanimously on roll call vote.

AM 2025-124 Approving a Resolution Accepting an Amended Preliminary Plat, Known as the Sunrise Amended Preliminary Plat for a Residential Subdivision

Mayor Hubbard opened the public hearing at 6:14 p.m.

Sean McDermott, City Planner, explained on December 3, 2024, City Council conditionally approved the Sunrise Preliminary Plat, which included 200 lots (a mix of 61 single family-detached reduced lots, 92 single-family attached duplexes, and 47 single-family detached small lots), bordered by open space, a park, and a 10' trail along the Fulton Ditch.

The Carlson Associates ("Applicant") have submitted an Amended Preliminary Plat with changes that require a return to public hearings for review and approval. The Amended Sunrise Preliminary Plat consists of 157 single-family detached reduced lots. The road network, trail, park, and subdivision designs are intended to remain similar to the originally approved Preliminary Plat, outside of the lower density lot layout. The subject property of the Amended Preliminary Plat is Lot 1 of the Taylor Minor Subdivision, comprising of 40.71 acres, more or less, and is located north and adjacent to CR 12 and east and adjacent to College Ave.

Mr. McDermott also shared the elevations of the proposed home models. Mayor Hubbard commented stating that they all look very similar which is concerning. Mr. McDermott stated the applicant will have to meet the variation elements in the municipal code once they apply for building permits.

Tate Carlson with Carlson Associates provided an update about their project to Council. He stated the initial home builder for the project pulled out and they had to find a new builder for the project. On the previous site plan they had 200 lots, they have reduced the lots to 157 lots. He explained the size of the lots and indicated there will be more open field. He also discussed the

**RECORD OF PROCEEDINGS
FORT LUPTON CITY COUNCIL/ENTERPRISE BOARDS
September 16, 2025**

different elevations of the homes.

Mayor Hubbard asked who maintains the common areas, Mr. Tate stated the HOA would maintain them.

Mayor Hubbard asked if anyone wanted to speak for or against the proposal. Hearing none, Mayor Hubbard closed the public hearing at 6:31 p.m.

It was moved by David Crespín and seconded by Chris Ceretto to approve Resolution 2025R040 Accepting an Amended Preliminary Plat, Known as the Sunrise Amended Preliminary Plat for a Residential Subdivision. Motion passed unanimously on roll call vote.

AM 2025-125 An Ordinance Approving the Rezoning of a Property Legally Described in Exhibit A of the Proposed Ordinance Known as the Lancaster Crossing Change of Zone

Mayor Hubbard opened the public hearing at 6:32 p.m.

Magaly Morales, City Planner, provided an overview of the change of zone application and preliminary plat. Baessler Development (Applicants) has submitted a request for rezoning of a property located north and adjacent to 14th St. and west and adjacent to WCR 31 (The Property). The Applicants are requesting a Change of Zone from 'A' Agricultural to 'R-2' Mixed-Density Residential. The proposed subdivision consists of a total of 377 residential lots. This includes 173 single-family detached lots, 55 alley-loaded lots and 149 single-family attached lots (townhomes). The subdivision also includes approximately 30 acres of open space, which includes a 10 foot wide multi-use trail along the Fulton Ditch. The subdivision is proposed to be phased out into 5 filings.

Melissa Wheeler, Entitlement Manager for Baessler Homes, provided council with a presentation of their project. She stated that they have been working on buffering between the subdivision and Tri-State which is required by city code. She also mentioned that they have been working with Tri-State and City staff regarding other concerns. Baessler has agreed to put a plant note on the plats that are in the effected area along with having home owners sign disclosures at closing that informs them that there is heavy industrial nearby. She also discussed their plan for addressing the buffering needed along the fulton ditch. She also presented the theme of their subdivision and showed Council elevations of their homes.

Councilmember Ceretto asked the size of the Cottages. Ms. Wheeler stated she believes they will start at 850 sq. ft.

Mayor Hubbard asked if anyone wanted to speak for or against the proposal.

**RECORD OF PROCEEDINGS
FORT LUPTON CITY COUNCIL/ENTERPRISE BOARDS
September 16, 2025**

Edward Kotonovich, Fort Lupton resident, stated he has concerns about traffic along County Road 16. He asked if there was going to be a change on County Road 16 to accommodate all the new residents. He also asked if there was going to be more fire fighters and police officers. He also asked where the water will come from. Mayor Hubbard stated the planning department will be asking these questions and thanked him for his comments.

Ms. Morales stated emergency services are addressed through impact fees and the police department is in the process of increasing their staff.

Roy Vestal, Public Works Director, responded to Mr. Kotonovich's concerns regarding traffic. He stated a traffic study was conducted and there will be more than one point of access.

Mayor Hubbard closed the public hearing at 6:44 p.m.

It was moved by Chris Ceretto and seconded by Valerie Blackston to approve Ordinance 2025-1190 Approving the Rezoning of a Property Legally Described in Exhibit A of the Proposed Ordinance Known as the Lancaster Crossing Change of Zone. Motion passed unanimously on roll call vote.

AM 2025-126 Approving a Resolution Accepting a Preliminary Plat, Known as the Lancaster Preliminary Plat for a Residential Subdivision

Mayor Hubbard opened the public hearing at 6:46 p.m.

This public hearing was presented with the change of zone hearing. Ms. Wheeler addressed some of Mr. Kotonovich's concerns that were mentioned during the previous public hearing.

Mayor Hubbard closed the public hearing at 6:47 p.m.

It was moved by Michael Sanchez and seconded by Valerie Blackston to approve Resolution 2025R041 Accepting a Preliminary Plat, Known as the Lancaster Preliminary Plat for a Residential Subdivision. Motion passed unanimously on roll call vote.

ACTION MEMORANDUM

AM 2025-127 Amending the Contract for GH Phipps Construction Companies to Proceed with Contracting, and Procuring Subs and Materials and Constructing the New City Hall Facility for the Final Guaranteed Maximum Price

Since GH Phipps Construction Companies was retained to be the CM/GC, they have secured bids/pricing. This amount is based on approximately 100 % of the Construction Drawings (CD).

**RECORD OF PROCEEDINGS
FORT LUPTON CITY COUNCIL/ENTERPRISE BOARDS
September 16, 2025**

This includes \$9,576,080.00 Initial Guaranteed Maximum Price (IGMP), \$753,000 for Design fees and \$30,000 for Pre-Construction services which have already been approved. The additional fee of \$8,480,019.00 will amend the contract for an amount not to exceed a construction project cost of \$17,783,670.00. By getting these subs and supplies ordered, it will keep the 13 months build out on schedule. GH Phipps Construction Companies received multiple bids on each project area. GH Phipps Construction Companies has bid out the remaining trades and materials for the Final Guaranteed Maximum Price (FGMP). Each month construction prices have continued to increase due to difficulties in securing materials and staff. Securing pricing early on will greatly influence the timeline and finished product.

It was moved by Claud Hanes and seconded by Chris Ceretto Amending the Contract for GH Phipps Construction Companies to Proceed with Contracting, and Procuring Subs and Materials and Constructing the New City Hall Facility for the Final Guaranteed Maximum Price. Motion passed unanimously on roll call vote.

INFORMATION MEMORANDUM

IM 2025-015 Public Works Award of Contract to Site Services Drilling, LLC for an Amount Not to Exceed \$12,000.00 for a Time and Materials Agreement for Test Drilling Wells at the Waste Water Treatment Plant Lagoon in Association with McGrane Water Engineers Engineering Services Agreement for the Lagoon Water Storage Project from the Utility Fund

Conversion of the Waste Water Treatment Plant lagoons to augmentation storage as a part of the Comprehensive Water Strategy Plan is under way. Burnco will begin mining the gravel this year with an expected completion of 18 to 24 months. Design of the storage facility requires well design to fill the pond. Design parameters are required now to allow staff to make application to the Colorado Water Board for a revision of the City's current water decree.

The McGrane proposal included test hole drilling and final well design with agreement costs. The engineer solicited 3 proposals from drilling companies. Two responses were received with Site Services having the lowest bid proposal. The agreement is a time and material basis payment with a maximum not to exceed \$12,000.

The test drilling is currently scheduled for the 24th of September.

STAFF REPORTS

Roy Vestal, Public Works Director, reported the button pushing for the bypass flow will be updated to another week, possibly September 28th. He also stated the road patch at 9th and Northrup is still scheduled to be fixed and so is the collapsed pipe at 9th and Harrison.

Zachary Mettler, City Planner, stated they are still in the 1st phase of the comprehensive plan.

RECORD OF PROCEEDINGS
FORT LUPTON CITY COUNCIL/ENTERPRISE BOARDS
September 16, 2025

They are changing the timeline to coordinate with the transportation plan and the parks plan. He also stated they attended the luncheon with the seniors this week which went really well. He stated the folks who have lived in Fort Lupton for a long time feel like they have lost the small town feel, however, folks who have only lived in Fort Lupton for a year or two feel like it has a small town feel.

Leann Perino, Finance Director, provided an update regarding the CIRSA quotes.

MAYOR/COUNCIL REPORTS

Councilmember Claud Hanes stated Jack and Company did a great job at the senior luncheon. He also stated he and Councilmember Michael Sanchez attended the transportation plan meeting and that Public Works Director Roy Vestal did a great job.

Councilmember Michael Sanchez also stated Roy did a great job at the transportation plan meeting.

FUTURE CITY EVENTS

September 18, 2025 - Senior / Disabled Residents Fall Clean-up Curbside Pick-Up

September 20, 2025 - Fall Clean-up Day, 800 12th Street, 8:00 a.m. - 12:00 p.m.

October 3, 2025 - Fall Back to Fitness, Recreation Center, 203 S. Harrison Ave, 6:00 p.m. - 8:30 p.m.

October 4, 2025 - Dia de Los Muertos at Pumpkinfest, Historic Fort Lancaster, 2001 Historic Parkway, 3:00 p.m. - 8:00 p.m.

UPCOMING MEETINGS

September 30, 2025 Town Hall Meeting, City Hall, 130 S. McKinley Ave. 6:00 p.m.

October 7, 2025 City Council Meeting, City Hall, 130 S. McKinley Ave. 6:00 p.m.

October 14, 2025 Town Hall Meeting, City Hall, 130 S. McKinley Ave. 6:00 p.m.

October 21, 2025 City Council Meeting, City Hall, 130 S. McKinley Ave. 6:00 p.m.

EXECUTIVE SESSION

It was moved by Bruce Fitzgerald and seconded by Valerie Blackston to move to Executive Session "To determine positions relative to matters that may be subject to negotiations, develop a strategy for negotiations, and/or instruct negotiators, pursuant to C.R.S. § 24-6- 402(4)(e). Building Permit Fees. Motion passed unanimously on roll call

**RECORD OF PROCEEDINGS
FORT LUPTON CITY COUNCIL/ENTERPRISE BOARDS
September 16, 2025**

vote. The following moved into Executive Session: Mayor Hubbard, Councilmembers David Crespin, Claud Hanes, Michael Sanchez, Valerie Blackston, Chris Ceretto and Bruce Fitzgerald, City Attorney, Andy Ausmus, City Administrator, Chris Cross, Public Works Director, Roy Vestal, Finance Director, Leann Perino and Planning Director, Todd Hodges. The Executive Session ended at 7:15 and the regular meeting reconvened.

ADJOURNMENT

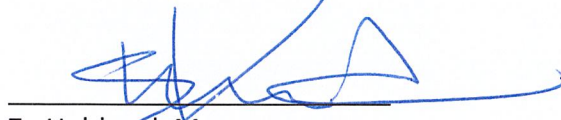
The meeting adjourned at 7:17 p.m.

Submitted by,


Maricela Peña, City Clerk



Approved by City Council,


Zo Hubbard, Mayor