



City of Fort Lupton

REGULAR MEETING AGENDA

Tuesday, December 7, 2021

7:00 PM

130 South McKinley Avenue

Zo Stieber, Mayor

Shannon Rhoda, Ward 1

Chris Ceretto, Ward 2

Mike Sanchez, Ward 3

David Crespín, Ward 1

Tommy Holton, Ward 2

Bruce Fitzgerald, Ward 3

You may join in person or join remotely by registering at:

<https://attendee.gotowebinar.com/register/8202213119026433036>

Pledge of Allegiance

Call to Order

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 Stieber

Approval of Agenda

Review of Accounts Payables

- a. December 7, 2021 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. November 12, 2021 City Council Special Meeting Minutes
- b. November 16, 2021 City Council Meeting Minutes
- c. Second Reading Ordinance 2021-1133 An Ordinance of the City Council of the City of Fort Lupton, Colorado Amending Chapter 18 Building Regulations of the Fort Lupton Municipal Code and Adopting by Reference the International Building Code of the International Code Council, 2018 Edition; The National Electrical Code of the National Fire Protection Association (NFPA), Current State Adopted Edition; International Mechanical Code of the International Code Council, 2018 Edition; International Plumbing Code of the International Code Council, 2018 Edition; International Fire Code of the International Code Council, 2018 Edition; International Fuel Gas Code of the International Code Council, 2018 Edition; International Property Maintenance Code of the International Code Council, 2018 Edition; International Existing Building Code of the International Code Council, 2018 Edition; International Residential Code of the International Code Council, 2018 Edition; International Energy Conservation Code of the International Code Council, 2018 Edition; And Enacting a New Section Chapter 18 Article XVI Known as the International Swimming Pool and Spa Code, 2018 Edition

- d. AM 2021-196 Approving a Resolution Appointing Bruce Fitzgerald as City Treasurer for the City of Fort Lupton, Colorado
- e. AM 2021-197 Approving a Resolution Appointing Chris Ceretto as Mayor Pro Tem for the City of Fort Lupton, Colorado
- f. AM 2021-198 Approving a Resolution Ratifying the Mayor's Appointment of Gerri Holton to the Fort Lupton Public and School Library Board as a Trustee for a Term to Expire December 31, 2025
- g. AM 2021-199 Approving a Resolution Appointing Lieutenant David Hempel to the Weld County Communications Advisory Committee and the Weld County E911 Advisory Committee
- h. AM 2021-200 Approve a Resolution Ratifying the Appointment of Cristian Gonzalez-Torres as a School District Representative to the Fort Lupton Urban Renewal Authority for a Term Beginning on December 7, 2021 and Expiring on December 7, 2026
- i. AM 2021-201 Approval of a Resolution Ratifying the Reappointment of Bushrod White by the Mayor for a Three Year Term to the Planning Commission as a Regular Member Beginning December 15, 2021 and Ending December 15, 2024
- j. AM 2021-206 Adopt an Ordinance to Accept Public Right of Way From Sheryl A. Been for 308.30 Feet of the Eastern Portion of County Road 19

Public Hearings

- a. Continuance of the Public Hearing for the SB Weakland Investments Amended Site Plan Submitted by Scott Weakland and Barbara Weakland

Action Memorandum

- a. AM 2021-202 Accept the 2022 Workers Compensation Quotation From Pinnacol Assurance in the Amount of \$164,071, Accept the 2022 Boiler and Machinery Quotation From Travelers in the Amount \$5,249, Accept the 2022 Cyber Liability Coverage Quotation From Travelers in the Amount of \$14,883 for a Total of \$184,203
- b. AM 2021-203 Approve the Purchase of a Dump Trailer at Coyote Creek Golf Course For an Amount of \$10,450
- c. AM 2021-204 Approve Change Order for Harrison Avenue/1st to 9th Street Engineering Design Services Agreement With Tait & Associates, Inc. for not to Exceed \$193,004.00 From Street Sales Tax Fund

- d. AM 2021-205 Approve Retention Bonus for Public Works Staff for not to Exceed \$12,750.00 From General Fund

Staff Reports

Mayor/Council Reports

Future City Events

- a. December 7, 2021 Upcoming Events

Adjourn



City of Fort Lupton

Check Report

By Check Number

Date Range: 11/17/2021 - 12/07/2021

Vendor Number Payable #	Vendor Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
Bank Code: Golf Course-Golf Course							
000024	ACE HARDWARE OF FORT LUPTON		11/23/2021	Regular	0.00	28.17	84819
91673	Invoice	11/16/2021	GOLF-PARTS-PRO SHOP		0.00	28.17	
000160	BREAKTHRU BEVERAGE GROUP		11/23/2021	Regular	0.00	148.69	84820
341797241	Invoice	11/11/2021	GOLF-BEVERAGES-PRO SHOP		0.00	148.69	
000239	CITY OF FORT LUPTON		11/23/2021	Regular	0.00	371.11	84821
FIN2021335	Invoice	11/17/2021	GOLF-REIMBURSE COMCAST INV #13243405...		0.00	165.75	
FIN2021336	Invoice	11/17/2021	GOLF-REIMBURSE VERIZON INV #98915524...		0.00	205.36	
000285	COLORADO DEPARTMENT OF REVENUE		11/23/2021	Regular	0.00	32.00	84822
150594 19998	Invoice	11/05/2021	GOLF-SALES TAX LICENSE RENEWAL-PRO SH...		0.00	32.00	
000290	COLORADO GOLF & TURF INC		11/23/2021	Regular	0.00	236.09	84823
01-123469	Invoice	11/10/2021	GOLF-GROUNDING WHEEL-MAINT		0.00	131.37	
01-123598	Invoice	11/15/2021	GOLF-GROUNDING WHEEL-MAINT		0.00	104.72	
000307	COMCAST CABLE COMM, LLC		11/23/2021	Regular	0.00	244.19	84824
0120790 NOV21	Invoice	11/06/2021	GOLF-INTERNET/PHONE SERVICE-PRO SHOP		0.00	244.19	
002723	EAGLE ROCK COMPANY OF COLO		11/23/2021	Regular	0.00	104.90	84825
8326503	Invoice	11/15/2021	GOLF-BEVERAGES-PRO SHOP		0.00	104.90	
000512	FUZION FIELD SERVICES LLC		11/23/2021	Regular	0.00	167.96	84826
227003	Invoice	11/16/2021	GOLF-MONTHLY RENTAL FEE-MAINT		0.00	167.96	
000567	HIGH COUNTRY BEVERAGE CORP		11/23/2021	Regular	0.00	436.00	84827
W-6103890	Invoice	11/15/2021	GOLF-BEVERAGES-PRO SHOP		0.00	436.00	
000735	LL JOHNSON DISTRIBUTING		11/23/2021	Regular	0.00	1,080.16	84828
1139610-00	Invoice	11/02/2021	GOLF-RADIO COMMUNICATION REPAIR-MA...		0.00	1,080.16	
001987	MIZUNO USA INC		11/23/2021	Regular	0.00	4,725.01	84829
7010213 RI	Invoice	11/01/2021	GOLF-STRIPED RANGE BALL-PRO SHOP		0.00	4,725.01	
000865	OFFICE DEPOT		11/23/2021	Regular	0.00	67.15	84830
192322190001	Credit Memo	09/02/2021	GOLF-PENS-PRD SHOP		0.00	-4.59	
207592350001	Invoice	11/01/2021	GOLF-OFFICE SUPPLIES-PRO SHOP		0.00	69.41	
207592781001	Invoice	11/01/2021	GOLF-SCISSORS-PRO SHOP		0.00	2.33	
000913	POTESTIO BROTHERS EQUIPMENT		11/23/2021	Regular	0.00	453.01	84831
65335C	Invoice	11/01/2021	GOLF-MOWER REEL-MAINT		0.00	453.01	
000974	SAFE SYSTEMS INC		11/23/2021	Regular	0.00	139.19	84832
870192-1059	Invoice	11/07/2021	GOLF-SECURITY SERVICES-PRO SHOP		0.00	139.19	
000999	SHAMROCK FOODS COMPANY		11/23/2021	Regular	0.00	1,065.30	84833
24151554	Invoice	11/11/2021	GOLF-FOOD-PRO SHOP		0.00	1,065.30	
001895	TERMINIX		11/23/2021	Regular	0.00	143.00	84834
413939229	Invoice	11/03/2021	GOLF-PEST CONTROL-PRO SHOP		0.00	143.00	
001301	AAA AUTO PARTS INC		11/30/2021	Regular	0.00	85.54	84835
127332	Invoice	11/05/2021	GOLF-BATTERY-MAINT		0.00	85.54	
000024	ACE HARDWARE OF FORT LUPTON		11/30/2021	Regular	0.00	96.24	84836
90663	Invoice	11/01/2021	GOLF-ANTI SKID PAD-PRO SHOP		0.00	7.98	
91540	Invoice	11/08/2021	GOLF-FASTENERS-MAINT		0.00	7.45	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
91541	Invoice	11/08/2021	GOLF-TAPE-MAINT	0.00	48.04	
91736	Invoice	11/19/2021	GOLF-SUPPLIES-MAINT	0.00	27.57	
91789	Invoice	11/22/2021	GOLF-FASTENERS-MAINT	0.00	5.20	
000239	CITY OF FORT LUPTON	11/30/2021	Regular	0.00	3,129.53	84837
111921	Invoice	11/19/2021	GOLF-OCCUPATIONAL/AMUSEMENT LICENS...	0.00	175.00	
FIN2021334	Invoice	11/01/2021	Golf ComData Purchases	0.00	1,224.45	
FIN2021337	Invoice	11/01/2021	Golf ComData Purchases	0.00	1,730.08	
001913	LUXOTTICA OF AMERICA, INC	11/30/2021	Regular	0.00	793.98	84838
6908378865	Credit Memo	11/01/2021	GOLF-SUNGLASSES-PRO SHOP	0.00	-306.80	
6910120554	Invoice	11/10/2021	GOLF-APPAREL-PRO SHOP	0.00	1,100.78	
000795	MILE HIGH TURFGRASS, LLC	11/30/2021	Regular	0.00	1,284.00	84839
9007	Invoice	11/10/2021	GOLF-CHEMICALS-MAINT	0.00	1,284.00	
002645	SAFETY-KLEEN SYSTEMS, INC	11/30/2021	Regular	0.00	340.00	84840
87548121	Invoice	11/05/2021	GOLF-OIL RECYCLING-MAINT	0.00	340.00	
001026	SPECIALTY CIGARS INTERNATIONAL INC	11/30/2021	Regular	0.00	223.01	84841
2182231	Invoice	11/11/2021	GOLF-CIGARS-PRO SHOP	0.00	223.01	
001105	TOSHIBA FINANCIAL SERVICES	11/30/2021	Regular	0.00	379.39	84842
458153376	Invoice	11/15/2021	GOLF-COPIER LEASE/OVERAGE FEES-PRO SH...	0.00	379.39	
002638	VICE SPORTING GOODS INC	11/30/2021	Regular	0.00	609.50	84843
US2021394746	Invoice	11/09/2021	GOLF-VICE DRIVE 2020-PRO SHOP	0.00	609.50	
001224	XCEL ENERGY-GAS	11/30/2021	Regular	0.00	308.56	84844
756288773	Invoice	11/15/2021	GOLF-GAS SERVICES 10/15-11/15-PRO SHOP	0.00	308.56	
000044	AGFINITY INC	12/07/2021	Regular	0.00	1,925.25	84845
I60806	Invoice	11/23/2021	GOLF-FUEL-MAINT	0.00	1,549.93	
I60807	Invoice	11/23/2021	GOLF-FUEL-MAINT	0.00	375.32	
000206	CENTURYLINK	12/07/2021	Regular	0.00	56.62	84846
184B NOV21	Invoice	11/19/2021	GOLF-PHONE SERVICES-MAINT	0.00	56.62	
000216	CHAMBER OF COMMERCE	12/07/2021	Regular	0.00	1,440.00	84847
120121	Invoice	12/01/2021	GOLF-TRAPPERS DAY TOURN.OVERPAYMENT..	0.00	1,440.00	
000239	CITY OF FORT LUPTON	12/07/2021	Regular	0.00	39.99	84848
FIN2021343	Invoice	11/23/2021	GOLF-EAP FOR DEC21	0.00	4.48	
FIN2021345	Invoice	12/01/2021	GOLF-POSTAGE FOR OCT21-PRO SHOP	0.00	35.51	
000307	COMCAST CABLE COMM, LLC	12/07/2021	Regular	0.00	23.76	84849
0025494 DEC21	Invoice	11/18/2021	GOLF-CABLE SERVICES-PRO SHOP	0.00	23.76	
002723	EAGLE ROCK COMPANY OF COLO	12/07/2021	Regular	0.00	340.16	84850
8352071	Invoice	11/29/2021	GOLF-BEVERAGES-PRO SHOP	0.00	115.46	
8352072	Invoice	11/29/2021	GOLF-BEVERAGES-PRO SHOP	0.00	224.70	
000512	FUZION FIELD SERVICES LLC	12/07/2021	Regular	0.00	121.55	84851
228359	Invoice	12/01/2021	GOLF-RENTAL SERVICES-MAINT	0.00	121.55	
000567	HIGH COUNTRY BEVERAGE CORP	12/07/2021	Regular	0.00	615.95	84852
W-6112675	Invoice	11/29/2021	GOLF-BEVERAGES-PRO SHOP	0.00	29.55	
W-6112783	Invoice	11/29/2021	GOLF-BEVERAGES-PRO SHOP	0.00	586.40	
000735	LL JOHNSON DISTRIBUTING	12/07/2021	Regular	0.00	693.84	84853
1868082-00	Invoice	11/15/2021	GOLF-PARTS-MAINT	0.00	461.40	
1869467-00	Invoice	11/12/2021	GOLF-SCREWS-MAINT	0.00	124.97	
1869572-00	Invoice	11/15/2021	GOLF-TOOLS-MAINT	0.00	107.47	
000991	SCNS SPORTS FOODS INC	12/07/2021	Regular	0.00	76.00	84854

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Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
167827	Invoice	11/24/2021	GOLF-SNACKS-PRO SHOP	0.00	76.00	
000999	SHAMROCK FOODS COMPANY	12/07/2021	Regular	0.00	1,762.35	84855
24184808	Invoice	11/24/2021	GOLF-FOOD-PRO SHOP	0.00	1,762.35	
000246	SRIXON/CLEVELAND GOLF/XX10	12/07/2021	Regular	0.00	834.30	84856
6679663	Invoice	11/16/2021	GOLF-APPAREL-PRO SHOP	0.00	834.30	
001052	SWIRE COCA-COLA, USA	12/07/2021	Regular	0.00	380.76	84857
13923212761	Invoice	11/26/2021	GOLF-BEVERAGES-PRO SHOP	0.00	380.76	
001963	WASTE CONNECTIONS OF COLO, INC	12/07/2021	Regular	0.00	728.98	84858
5742015	Invoice	11/15/2021	GOLF-TRASH SERVICES OCT/NOV21-PRO SH...	0.00	430.82	
5742016	Invoice	11/15/2021	GOLF-TRASH SERVICES OCT/NOV21-MAINT	0.00	298.16	
001207	WESTERN DISTRIBUTING INC	12/07/2021	Regular	0.00	202.00	84859
667629	Invoice	11/26/2021	GOLF-BEVERAGES-PRO SHOP	0.00	202.00	
000279	COLORADO DEPART OF REVENUE	11/18/2021	Bank Draft	0.00	2,400.62	DFT0001846
11/18/21	Invoice	11/18/2021	GOLF-OCT21 SALES TAX	0.00	2,400.62	

Bank Code Golf Course Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	59	41	0.00	25,933.19
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	1	1	0.00	2,400.62
EFT's	0	0	0.00	0.00
	60	42	0.00	28,333.81

Check Report

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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: Pooled Cash-Pooled Cash						
002690	ZACHARY MARTINEZ	12/01/2021	Regular	0.00	-175.00	68791
002916	ADVANCED DIRECT MARKETING INC	11/23/2021	Regular	0.00	2,228.17	70592
186998	Invoice	11/15/2021	GF-SMALL BUSINESS SATURDAY-CITY ADM	0.00	2,228.17	
001820	BADGER METER	11/23/2021	Regular	0.00	1,157.82	70593
1471080	Invoice	11/15/2021	UF-METER EQUIPMENT-W LINES	0.00	1,157.82	
002501	BRIANNE GLOVER	11/23/2021	Regular	0.00	200.00	70594
111321	Invoice	11/13/2021	GF-FIELD OF HONOR PHOTOGRAPHER-COM ...	0.00	200.00	
000230	CINTAS FIRST AID & SAFETY	11/23/2021	Regular	0.00	27.46	70595
5082529475	Invoice	11/03/2021	REC-FIRST AID SUPPLIES	0.00	27.46	
002651	COLORADO COMMUNITY MEDIA	11/23/2021	Regular	0.00	854.52	70596
41047	Invoice	11/12/2021	GF-PUBLIC NOTICES-FINANCE	0.00	629.52	
41322	Invoice	11/12/2021	GF-PUBLIC NOTICES-LEGIS	0.00	225.00	
000285	COLORADO DEPARTMENT OF REVENUE	11/23/2021	Regular	0.00	16.00	70597
150597 19998	Invoice	11/08/2021	REC-SALES TAX LICENSE RENEWAL	0.00	16.00	
000296	COLORADO MUNICIPAL LEAGUE	11/23/2021	Regular	0.00	6,362.00	70598
110321	Invoice	11/03/2021	GF-MEMBERSHIP DUES-LEGIS	0.00	6,362.00	
002266	COLORADO PAVING INC	11/23/2021	Regular	0.00	544,330.86	70599
2021-902	Invoice	11/04/2021	College and 9th St Paving Project	0.00	544,330.86	
000307	COMCAST CABLE COMM, LLC	11/23/2021	Regular	0.00	370.68	70600
0124495 NOV21	Invoice	11/01/2021	CPR-CABLE-COM CTR	0.00	150.65	
0164533 DEC21	Invoice	11/13/2021	GF-CABLE/INTERNET 11/23-12/22-PW SHOP	0.00	220.03	
001517	CORE&MAIN LP	11/23/2021	Regular	0.00	698.35	70601
P495084	Invoice	11/01/2021	UF-PARTS-W LINES	0.00	698.35	
000454	FARIS MACHINERY COMPANY	11/23/2021	Regular	0.00	596.70	70602
W60259	Invoice	11/01/2021	GF-EQUIPMENT PARTS-STREETS	0.00	596.70	
000455	FASTENAL COMPANY 01COFTL	11/23/2021	Regular	0.00	196.53	70603
COFTL180828	Invoice	11/02/2021	GF-SNOW PLOW MAINTENANCE-STREETS	0.00	12.24	
COFTL181032	Invoice	11/09/2021	UF-VESTS-W LINES	0.00	39.29	
COFTL181136	Invoice	11/12/2021	GF-PARTS-PW SHOP	0.00	145.00	
002821	FIESTA TIME INC	11/23/2021	Regular	0.00	1,180.00	70604
4961	Invoice	11/13/2021	GF-TENT & CHAIRS RENTAL-COM EVENTS	0.00	1,180.00	
000518	GARY L RIGG	11/23/2021	Regular	0.00	300.00	70605
110821	Invoice	11/08/2021	GF-HAY RIDES-COM EVENTS	0.00	300.00	
002193	GOULD EVANS INC	11/23/2021	Regular	0.00	22,885.00	70606
22060314	Invoice	11/11/2021	GF- Municipal Code Update- Comm Dev	0.00	22,885.00	
001881	HALO BRANDED SOLUTIONS INC	11/23/2021	Regular	0.00	1,360.01	70607
2021000061468	Invoice	11/01/2021	GF-SHIRTS-FAC	0.00	354.41	
2021000079723	Invoice	11/01/2021	REC-MEMBER SHIRTS	0.00	1,005.60	
002917	HELEN M CEBULA	11/23/2021	Regular	0.00	150.00	70608
111621	Invoice	11/16/2021	CEM-REFUND OPENING & CLOSING OF COL...	0.00	150.00	
000691	KONE INC	11/23/2021	Regular	0.00	140.80	70609
962044744	Invoice	11/01/2021	REC-MAINTENANCE	0.00	140.80	
002761	OTTEN JOHNSON ROBINSON NEFF + RAGONETTI F	11/23/2021	Regular	0.00	168.00	70610
462668	Invoice	11/09/2021	GF-HAGLER DRAFT PETITIO FOR ANNEXATIO...	0.00	168.00	
000931	R & L TIRES	11/23/2021	Regular	0.00	24.40	70611

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Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
41835	Invoice	11/12/2021	GF-TIRE REPAIR-STREETS	0.00	24.40	
001014	SIRIUS XM RADIO INC	11/23/2021	Regular	0.00	145.49	70612
X6-1735901584	Invoice	11/10/2021	GF-SUBSCRIPTION RENEWAL-IT	0.00	145.49	
001075	THE CONSOLIDATED MUTUAL	11/23/2021	Regular	0.00	117.64	70613
11/12/21	Invoice	11/12/2021	UF-OCT21 ELECTRICAL PERRY PIT-WELL B	0.00	33.18	
111221	Invoice	11/12/2021	UF-OCT21 ELECTRICAL PERRY PIT-DISCHARGE..	0.00	51.52	
11-12-21	Invoice	11/12/2021	UF-OCT21 ELECTRICAL PERRY PIT-WELL C	0.00	32.94	
001097	TIRED BOOTS STABLES	11/23/2021	Regular	0.00	600.00	70614
12042101	Invoice	11/09/2021	GF-WAGON RIDES-COM EVENTS	0.00	600.00	
001105	TOSHIBA FINANCIAL SERVICES	11/23/2021	Regular	0.00	1,795.27	70615
457640266	Invoice	11/05/2021	Copier Lease	0.00	1,795.27	
001126	TYLER TECHNOLOGIES	11/23/2021	Regular	0.00	607.76	70616
025-354361	Invoice	11/01/2021	GF-MAINTENANCE-IT	0.00	607.76	
001894	UMB BANK, N.A.	11/23/2021	Regular	0.00	200.00	70617
905816	Invoice	11/08/2021	REC-LOAN COSTS-REC	0.00	200.00	
001174	WAGNER EQUIPMENT CO.	11/23/2021	Regular	0.00	240.05	70618
P00C2412276	Invoice	11/01/2021	GF-EQUIPMENT PARTS-STREETS	0.00	159.45	
P00C2413444	Invoice	11/01/2021	GF-PARTS-STREETS	0.00	80.60	
001189	WELD COUNTY ACCTG DEPART	11/23/2021	Regular	0.00	5,320.28	70619
OCT 2021	Invoice	11/01/2021	GF-FUEL PURCHASES	0.00	5,320.28	
001208	WHITE BEAR ANKELE TANAKA & WALDRON	11/23/2021	Regular	0.00	369.00	70620
18699	Invoice	11/01/2021	GF-LUPTON VILLAGE INCLUSION-PLANNING	0.00	369.00	
002660	WHITESIDE'S BOOTS AND CLOTHING	11/23/2021	Regular	0.00	650.00	70621
388165	Invoice	11/01/2021	GF-UNIFORMS S.LEFFORGE-PW SHOP	0.00	150.00	
388166	Invoice	11/01/2021	GF-UNIFORMS S.LEFFORGE-PW SHOP	0.00	175.00	
388545	Invoice	11/01/2021	GF-UNIFORM J. WAMBOLT-PW SHOP	0.00	325.00	
002858	IMPERIAL CUSTOM CONCRETE, LLC	11/19/2021	Regular	0.00	20,729.75	70622
2021-01	Invoice	11/10/2021	REPAIRS, TRAIL, AND PARKING LOT	0.00	20,729.75	
001301	AAA AUTO PARTS INC	11/30/2021	Regular	0.00	88.17	70623
126282	Invoice	11/01/2021	GF-AIR COMPRESSOR REPAIR-PW SHOP	0.00	49.83	
127388	Invoice	11/05/2021	GF-LIGHT BULB-STREETS	0.00	9.50	
128207	Invoice	11/16/2021	GF-VEHICLE REPAIR-STREETS	0.00	28.84	
000031	ADAMSON POLICE PRODUCTS	11/30/2021	Regular	0.00	2,194.56	70624
INV364500	Invoice	11/01/2021	GF-UNIFORMS-PD	0.00	71.95	
INV364535	Invoice	11/01/2021	GF-UNIFORMS-CODE	0.00	21.00	
INV365072	Invoice	11/01/2021	GF-UNIFORMS-PD	0.00	107.00	
INV365075	Invoice	11/01/2021	GF-UNIFORMS-PD	0.00	80.00	
INV365154	Invoice	11/01/2021	GF-UNIFORMS-CODE	0.00	34.64	
INV365688	Invoice	11/08/2021	GF-EQUIPMENT-PD	0.00	1,052.00	
INV365779	Invoice	11/09/2021	GF-UNIFORMS-PD	0.00	486.72	
INV365781	Invoice	11/09/2021	GF-UNIFORMS-PD	0.00	286.25	
INV366058	Invoice	11/15/2021	GF-UNIFORMS-PD	0.00	55.00	
000040	AFLAC	11/30/2021	Regular	0.00	1,894.06	70625
060661	Invoice	11/11/2021	GF-SUPPLEMENTAL INS	0.00	1,894.06	
000094	ARBITRAGE COMPLIANCE	11/30/2021	Regular	0.00	1,500.00	70626
1029538	Invoice	11/18/2021	GF-ARBITRAGE REBATE CALCULATION-FINA...	0.00	1,500.00	
000239	CITY OF FORT LUPTON	11/30/2021	Regular	0.00	265.00	70627
E0021941-1	Invoice	11/22/2021	GF-RESTITUTION/HWY CLEAN UP	0.00	265.00	

Check Report

Date Range: 11/17/2021 - 12/07/2021

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
002226	CLAYSTONE CONSTRUCTION	11/30/2021	Regular	0.00	3,000.00	70628
70373145	Invoice	11/19/2021	UF-HYDRANT METER DEPOSIT REFUND #703...	0.00	1,500.00	
70387369	Invoice	11/19/2021	UF-HYDRANT METER DEPOSIT REFUND #703...	0.00	1,500.00	
000267	COLONIAL LIFE	11/30/2021	Regular	0.00	105.96	70629
78168201201549	Invoice	12/01/2021	GF-SUPPLEMENTAL INS NOV21	0.00	105.96	
002651	COLORADO COMMUNITY MEDIA	11/30/2021	Regular	0.00	16.88	70630
41654	Invoice	11/19/2021	GF-PUBLIC NOTICES-CITY CL	0.00	16.88	
000307	COMCAST CABLE COMM, LLC	11/30/2021	Regular	0.00	264.25	70631
0117309 NOV21	Invoice	11/14/2021	REC-CABLE/MUSIC	0.00	264.25	
001517	CORE&MAIN LP	11/30/2021	Regular	0.00	1,763.20	70632
P759523	Invoice	11/10/2021	UF-METER PARTS-W LINES	0.00	1,763.20	
000354	DAVID HEMPEL	11/30/2021	Regular	0.00	21.00	70633
102521	Invoice	11/01/2021	GF-MEAL REIMBURSE FOR TRAINING-PD	0.00	21.00	
002919	EQUIPMENTSHARE.COM INC	11/30/2021	Regular	0.00	3.33	70634
LUP-1198862-0000	Invoice	11/16/2021	GF-PUMPKIN FEST LIGHTS-COM EVENTS	0.00	3.33	
002568	FORT LUPTON CAR WASH	11/30/2021	Regular	0.00	308.50	70635
237	Invoice	11/03/2021	GF-CAR WASH-PD	0.00	308.50	
000491	FORT LUPTON VETERINARY	11/30/2021	Regular	0.00	860.00	70636
110921	Invoice	11/09/2021	GF-ANIMAL BOARDING-CODE	0.00	860.00	
002888	FTL LAND ASSEMBLAGE LLLP	11/30/2021	Regular	0.00	906.20	70637
21FTL-00094-C	Invoice	11/22/2021	UF-REFUND 21FTL-00094-95 TAP FEE-WATER	0.00	906.20	
002851	GHA TECHNOLOGIES	11/30/2021	Regular	0.00	2,333.00	70638
101165813	Invoice	11/23/2021	Memory for Server(s)	0.00	2,333.00	
002657	GLH CONSTRUCTION	11/30/2021	Regular	0.00	1,500.00	70639
20056440	Invoice	11/19/2021	UF-HYDRANT METER DEPOSIT REFUND #200...	0.00	1,500.00	
001930	HUMANA HEALTH PLAN INC	11/30/2021	Regular	0.00	78,547.05	70640
379450450	Invoice	12/01/2021	GF-HEALTH,DENTAL,VISION DEC21	0.00	78,547.05	
000600	INTELLICHOICE, INC.	11/30/2021	Regular	0.00	1,491.95	70641
1231268	Invoice	11/22/2021	GF-CLASS B LICENSING-PD	0.00	1,491.95	
000783	MEANDERING WITH MARY	11/30/2021	Regular	0.00	80.00	70642
111621	Invoice	11/16/2021	CPR-NOVEMBER CASINO TRIP-SENIORS	0.00	80.00	
002195	MINUTEMAN PRESS	11/30/2021	Regular	0.00	563.02	70643
35388	Invoice	11/01/2021	GF-BUSINESS CARDS-PD	0.00	563.02	
000865	OFFICE DEPOT	11/30/2021	Regular	0.00	51.87	70644
206910995001	Invoice	11/01/2021	GF-OFFICE SUPPLIES-CITY CL	0.00	28.69	
206913034001	Invoice	11/01/2021	GF-BREAKROOM SUPPLIES-ADMIN	0.00	23.18	
000862	O'REILLY AUTO PARTS	11/30/2021	Regular	0.00	1,021.84	70645
4489-319826	Invoice	11/01/2021	GF-VEHICLE MAINTENANCE	0.00	368.79	
4489-319827	Credit Memo	11/01/2021	GF-VEHICLE MAINTENANCE-STREETS	0.00	-368.79	
4489-325753	Invoice	11/01/2021	GF-EXHAUST PIPE-STREETS	0.00	13.36	
4489-325754	Credit Memo	11/01/2021	GF-EXHAUST PIPE-STREETS	0.00	-13.36	
4489-331134	Invoice	11/01/2021	GF-VEHICLE MAINTENANCE-STREETS	0.00	137.94	
4489-331135	Invoice	11/01/2021	GF-VEHICLE MAINTENANCE-STREETS	0.00	126.41	
4489-333631	Invoice	11/01/2021	GF-VEHICLE MAINTENANCE-STREETS	0.00	134.34	
4489-333632	Invoice	11/01/2021	GF-VEHICLE MAINTENANCE-STREETS	0.00	68.37	
4489-333633	Invoice	11/01/2021	GF-VEHICLE MAINTENANCE-STREETS	0.00	26.34	
4489-333962	Invoice	11/01/2021	GF-TEMP SENSOR-STREETS	0.00	27.80	
4489-333965	Credit Memo	11/01/2021	UF-VEHICLE REPAIR-S LINES	0.00	-114.01	

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Date Range: 11/17/2021 - 12/07/2021

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
4489-333967	Invoice	11/01/2021	GF-PLOW MAINTENANCE-STREETS	0.00	44.44	
4489-333978	Invoice	11/01/2021	UF-VEHICLE MAINTENANCE-S LINES	0.00	114.01	
4489-334435	Invoice	11/01/2021	GF-VEHICLE MAINTENANCE-STREETS	0.00	459.81	
4489-334446	Credit Memo	11/01/2021	GF-TEMP SENSOR-STEETS	0.00	-27.80	
4489-336623	Credit Memo	11/01/2021	GF-VEHICLE MAINTENANCE-STREETS	0.00	-5.45	
4489-337627	Invoice	11/05/2021	GF-MINI LAMP-STREETS	0.00	3.22	
4489-337631	Invoice	11/05/2021	GF-SHOP SUPPLIES-PW SHOP	0.00	13.47	
4489-338624	Invoice	11/10/2021	GF-MINI LAMP-STREETS	0.00	12.95	
000897	PETTY CASH-REC CTR	11/30/2021	Regular	0.00	214.67	70646
112221	Invoice	11/22/2021	REC-PETTY CASH REIMBURSEMENT	0.00	214.67	
001943	PINNACOL ASSURANCE	11/30/2021	Regular	0.00	500.00	70647
20677989	Invoice	11/15/2021	GF-WC DEDUCTIBLE/ENGLIS-ADMIN	0.00	500.00	
000935	RAQUEL FERSZT	11/30/2021	Regular	0.00	130.00	70648
083360	Invoice	11/17/2021	GF-TRANSLATOR SERVICES-COURT	0.00	130.00	
001008	SHRED-IT USA LLC	11/30/2021	Regular	0.00	60.00	70649
8000381706	Invoice	11/01/2021	GF-SHREDDING SERVICES-CITY CL	0.00	60.00	
001020	SOUTH PLATTE VALLEY	11/30/2021	Regular	0.00	500.00	70650
111821	Invoice	11/18/2021	GF-DONATION PUMPKIN FEST-COM EVENTS	0.00	500.00	
001035	STANDARD INSURANCE CO.	11/30/2021	Regular	0.00	5,159.85	70651
00 759761 0001 D...	Invoice	12/01/2021	LI, AD&D, LTD, STD Ins Prem	0.00	5,159.85	
001040	STERICYCLE	11/30/2021	Regular	0.00	61.00	70652
3005789398	Invoice	12/01/2021	REC-BIOHAZARD	0.00	61.00	
002918	TARA ELIASON	11/30/2021	Regular	0.00	50.00	70653
E0020105-1	Invoice	11/22/2021	GF-RESTITUTION	0.00	50.00	
001101	TODD HODGES DESIGN LLC	11/30/2021	Regular	0.00	10,376.25	70654
3373	Invoice	11/22/2021	GF-PLANNING SRVC 11/8-11/22-PLANNING	0.00	10,376.25	
001126	TYLER TECHNOLOGIES	11/30/2021	Regular	0.00	3,666.66	70655
025-354398	Invoice	11/01/2021	GF - Tyler Techl Software - Court	0.00	3,666.66	
001174	WAGNER EQUIPMENT CO.	11/30/2021	Regular	0.00	48.91	70656
P00C2410601	Invoice	11/01/2021	GF-SENSOR-STREETS	0.00	47.31	
P00C2410602	Invoice	11/01/2021	GF-O RING-STREETS	0.00	1.60	
001963	WASTE CONNECTIONS OF COLO, INC	11/30/2021	Regular	0.00	122.54	70657
5742653	Invoice	11/15/2021	GF-DEC21 TRASH SERVICES-PARKS	0.00	122.54	
001199	WELD COUNTY PUBLIC SAFETY IT	11/30/2021	Regular	0.00	146.50	70658
FORTLUPTONPD-1...	Invoice	11/08/2021	GF-RSA HARD TOKEN-PD	0.00	146.50	
002835	BRANDING BY BRE	11/30/2021	Regular	0.00	2,750.00	70659
1059-1	Invoice	11/01/2021	GF-SOCIAL MEDIA MANAGEMENT-CITY ADM	0.00	2,750.00	
000008	A & E TIRE, INC	12/07/2021	Regular	0.00	135.00	70660
A52812-81	Invoice	11/01/2021	GF-OTR SERVICE CALL-STREETS	0.00	135.00	
001301	AAA AUTO PARTS INC	12/07/2021	Regular	0.00	93.37	70661
128628	Invoice	11/22/2021	GF-BATTERY-PARKS	0.00	93.37	
002835	BRANDING BY BRE	12/07/2021	Regular	0.00	2,750.00	70662
1066	Invoice	12/01/2021	GF-SOCIAL MEDIA MANAGEMENT-CITY ADM	0.00	2,750.00	
002853	BUCKEYE CLEANING CENTER	12/07/2021	Regular	0.00	1,098.55	70663
90370861	Invoice	11/11/2021	CPR-CLEANING SUPPLIES-COM CTR	0.00	911.71	
90373700	Invoice	11/23/2021	GF-CLEANER-FAC	0.00	186.84	
000239	CITY OF FORT LUPTON	12/07/2021	Regular	0.00	130.00	70664

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Date Range: 11/17/2021 - 12/07/2021

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
INV0001044	Invoice	09/24/2021	CARHARTT COAT	0.00	130.00	
002651	COLORADO COMMUNITY MEDIA	12/07/2021	Regular	0.00	32.72	70665
42277	Invoice	11/26/2021	GF-PUBLIC NOTICES	0.00	32.72	
000306	COMCAST BUSINESS	12/07/2021	Regular	0.00	2,083.22	70666
134437748	Invoice	11/15/2021	Comcast Phones	0.00	2,083.22	
000307	COMCAST CABLE COMM, LLC	12/07/2021	Regular	0.00	98.95	70667
0159244 DEC21	Invoice	11/21/2021	GF-DEC21 FAX & INTOXILIZER-PD	0.00	98.95	
002581	COUNTRY TRUCK & AUTO LLC	12/07/2021	Regular	0.00	14,080.36	70668
12057	Invoice	11/02/2021	Repair Unity 1701	0.00	6,146.10	
12331	Invoice	11/02/2021	Repar Unit 1201	0.00	4,180.20	
12407	Invoice	11/02/2021	Repair Unit 1601	0.00	3,754.06	
000372	DELL MARKETING LP	12/07/2021	Regular	0.00	10,706.08	70669
10529859890	Invoice	11/01/2021	Council Laptops	0.00	10,706.08	
002921	JOYCE HOFFMAN	12/07/2021	Regular	0.00	150.00	70670
112421	Invoice	11/24/2021	GF-BANNER REPAIRS-STREETS	0.00	150.00	
000670	K & K LASER CREATIONS LLC	12/07/2021	Regular	0.00	166.40	70671
33040	Invoice	11/24/2021	GF-DEPT HEAD NAME TAGS-ADMIN	0.00	166.40	
000735	LL JOHNSON DISTRIBUTING	12/07/2021	Regular	0.00	406.70	70672
1139930-00	Invoice	11/22/2021	GF-ICEMELT-PARKS	0.00	406.70	
000745	LOUIS A GRESH	12/07/2021	Regular	0.00	1,500.00	70673
112921	Invoice	11/29/2021	GF-ARRAIGNMENTS-COURT	0.00	1,500.00	
002755	MAXINE BROOKS	12/07/2021	Regular	0.00	266.00	70674
113021	Invoice	11/30/2021	GF-RESTITUTION	0.00	266.00	
002920	PAUL KAMPBELL	12/07/2021	Regular	0.00	800.00	70675
113021	Invoice	11/30/2021	CEM-SELLING PLOT BACK TO CITY	0.00	800.00	
002265	QUADIENT FINANCE USA INC	12/07/2021	Regular	0.00	312.00	70676
LUPTO000003122...	Invoice	11/26/2021	GF-POSTAGE RECHARGE OCT21	0.00	312.00	
001624	STATE OF COLORADO	12/07/2021	Regular	0.00	2,172.48	70677
10544-22	Invoice	11/23/2021	UF-UTILITY BILLS/LATE NOTICES-UB	0.00	2,172.48	
002694	SYMMETRY ENERGY SOLUTIONS LLC	12/07/2021	Regular	0.00	2,836.50	70678
12279064	Invoice	11/24/2021	REC-NATURAL GAS DELIVERIES	0.00	2,836.50	
001105	TOSHIBA FINANCIAL SERVICES	12/07/2021	Regular	0.00	327.24	70679
458469897	Invoice	11/19/2021	GF-BSMT COPIER LEASE/OVERAGE-IT	0.00	327.24	
001174	WAGNER EQUIPMENT CO.	12/07/2021	Regular	0.00	569.25	70680
P00C2417623	Invoice	11/12/2021	GF-EQUIPMENT MAINTENANCE-STREETS	0.00	569.25	
001224	XCEL ENERGY-GAS	12/07/2021	Regular	0.00	196.79	70681
757170995	Invoice	11/22/2021	GF-CITY HALL & GENERATOR GAS 10/15-11/...	0.00	196.79	
002690	ZACHARY MARTINEZ	12/07/2021	Regular	0.00	175.00	70682
2006640.001	Invoice	12/30/2020	REC-WINTERFEST SB REFUND	0.00	175.00	
000119	BANK OF COLORADO	11/19/2021	Bank Draft	0.00	5,880.58	DFT0001840
INV0001069	Invoice	11/19/2021	HSA DISTRIBUTION	0.00	5,880.58	
000119	BANK OF COLORADO	11/19/2021	Bank Draft	0.00	515.83	DFT0001841
INV0001070	Invoice	11/19/2021	HSA DISTRIBUTION	0.00	515.83	
001416	VALIC_1	11/19/2021	Bank Draft	0.00	31,759.99	DFT0001842
INV0001071	Invoice	11/19/2021	VALIC - 457(b) \$ Contributions	0.00	31,759.99	

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Date Range: 11/17/2021 - 12/07/2021

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
001265	IRS	11/19/2021	Bank Draft	0.00	51,608.82	DFT0001843
INV0001072	Invoice	11/19/2021	Federal Withholding	0.00	51,608.82	
001418	CO DEPARTMENT OF REVENUE	11/19/2021	Bank Draft	0.00	8,930.60	DFT0001844
INV0001073	Invoice	11/19/2021	CO Withholding	0.00	8,930.60	
000279	COLORADO DEPART OF REVENUE	11/18/2021	Bank Draft	0.00	10.92	DFT0001845
111821	Invoice	11/18/2021	REC-OCT21 SALES TAX	0.00	10.92	
000465	FIRE & POLICE PENSION ASC	11/19/2021	Bank Draft	0.00	1,980.41	DFT0001847
111921	Invoice	11/19/2021	GF-FPPA PAYMENT FOR PAYROLL 11/19/21-...	0.00	1,980.41	
000119	BANK OF COLORADO	12/03/2021	Bank Draft	0.00	6,113.08	DFT0001848
INV0001074	Invoice	12/03/2021	HSA DISTRIBUTION	0.00	6,113.08	
000119	BANK OF COLORADO	12/03/2021	Bank Draft	0.00	515.83	DFT0001849
INV0001075	Invoice	12/03/2021	HSA DISTRIBUTION	0.00	515.83	
001416	VALIC_1	12/03/2021	Bank Draft	0.00	32,332.13	DFT0001850
INV0001076	Invoice	12/03/2021	VALIC - 457(b) \$ Contributions	0.00	32,332.13	
001265	IRS	12/03/2021	Bank Draft	0.00	52,573.49	DFT0001851
INV0001077	Invoice	12/03/2021	Federal Withholding	0.00	52,573.49	
001418	CO DEPARTMENT OF REVENUE	12/03/2021	Bank Draft	0.00	9,011.16	DFT0001852
INV0001078	Invoice	12/03/2021	CO Withholding	0.00	9,011.16	

Bank Code Pooled Cash Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	135	91	0.00	777,675.37
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-175.00
Bank Drafts	12	12	0.00	201,232.84
EFT's	0	0	0.00	0.00
	147	104	0.00	978,733.21

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	194	132	0.00	803,608.56
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-175.00
Bank Drafts	13	13	0.00	203,633.46
EFT's	0	0	0.00	0.00
	207	146	0.00	1,007,067.02

Fund Summary

Fund	Name	Period	Amount
600	GOLF ENTERPRISE FUND	11/2021	19,092.30
600	GOLF ENTERPRISE FUND	12/2021	9,241.51
999	POOLED CASH/CONSOLIDATED CASH	11/2021	837,275.91
999	POOLED CASH/CONSOLIDATED CASH	12/2021	141,457.30
			1,007,067.02

**RECORD OF PROCEEDINGS
FORT LUPTON CITY COUNCIL/ENTERPRISE BOARDS
November 12, 2021**

The City Council of the City of Fort Lupton met in a special session at the City Complex, 130 South McKinley Avenue, the regular meeting place of the City Council, on Tuesday, November 12, 2021. Due to the COVID-19 virus, the meeting was held with remote access provided through GoToWebinar. Mayor Zo Stieber called the meeting to order at 6:30 p.m. and invited everyone to join her in the Pledge of Allegiance.

ROLL CALL

City Clerk, Mari Peña, called the roll. Those present were Mayor Zo Stieber, Councilmembers Chris Ceretto, David Crespin, Tommy Holton and Bruce Fitzgerald.

Also present were City Administrator, Chris Cross, City Clerk, Mari Peña and Planning Director, Todd Hodges.

The City Attorney, Andy Ausmus, participated remotely through GoToWebinar.

AM 2021-188 Pursuant to Paragraph 11 of the Intergovernmental Agreement with the Town of Hudson the City Council of the City of Fort Lupton Shall Take Formal Action to Place the Proposed Termination of the IGA on the Agenda for Public Hearing on February 15, 2022 and Provide Notice of Non-Renewal

The Fort Lupton City Council has given staff the direction to bring forth this action to provide notice to the Town of Hudson of the City Council's decision not to renew the Agreement and to terminate the existing Intergovernmental Agreement with the Town of Hudson. The purpose of this action is to provide notice as required under the Intergovernmental Agreement "IGA" and to set a date to terminate the existing agreement and work towards an updated agreement with the Town of Hudson.

After discussion, the City Council directed staff to work towards an updated agreement and provide a letter to the Town of Hudson. The Council set the date of August 1, 2022 to have progress made. If substantial progress cannot be accomplished towards a new IGA by August 1, 2022, Fort Lupton City Council may take formal action in September 2022 pursuant to paragraph 11 of the IGA.

It was moved by Chris Ceretto and seconded Bruce Fitzgerald to direct staff to correspond with the Town of Hudson and provide a letter to set the date of August 1, 2022 to have progress made on the IGA. The City Council may take formal action on September 2022 pursuant to paragraph 11 of the IGA. Motion carried unanimously on voice vote.

**RECORD OF PROCEEDINGS
FORT LUPTON CITY COUNCIL/ENTERPRISE BOARDS
November 12, 2021**

ADJOURNMENT

The meeting was adjourned at 6:38 p.m.

Submitted by,

Maricela Peña, City Clerk

Approved by City Council

Zo Stieber, Mayor

DRAFT

**RECORD OF PROCEEDINGS
FORT LUPTON CITY COUNCIL/ENTERPRISE BOARDS
November 16, 2021**

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, November 16, 2021. Due to the COVID-19 virus, the meeting was held with remote access provided through GoToWebinar. Mayor Zo Stieber called the meeting to order at 7:00 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 Stieber and Councilmembers Chris Ceretto, David Crespin, Tommy Holton, and Bruce Fitzgerald.

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

PERSONS TO ADDRESS COUNCIL

There was no one to address the Council.

APPROVAL OF AGENDA

It was moved by David Crespin and seconded by Bruce Fitzgerald to approve the Agenda as presented. Motion passed unanimously on a voice vote.

REVIEW OF ACCOUNTS PAYABLES

Council reviewed the November 16, 2021, payables; there were no questions or comments from the Mayor or Council.

CONSENT AGENDA

It was moved by Tommy Holton and seconded by Chris Ceretto to approve the Agenda as presented with the following items: November 2, 2021 City Council Meeting Minutes, Approving a Resolution Ratifying the Appointment of Joyce Smock to the Board of Trustees of the High Plains Library District for a Term Beginning January 1, 2022 and Ending December 31, 2025 (AM 2021-186), Approving Resolution 2021R068 A RESOLUTION ADOPTING THE CRIMINAL HISTORY RECORD INFORMATION ("CHRI") POLICY (AM 2021-187), Second Reading Ordinance 2021-1130 AN ORDINANCE SETTING A PUBLIC HEARING FOR NOVEMBER 2, 2021, FOR THE PURPOSE OF AMENDING CHAPTER 18 BUILDING REGULATIONS OF THE FORT LUPTON MUNICIPAL CODE AND ADOPTING BY REFERENCE THE INTERNATIONAL BUILDING CODE OF THE INTERNATIONAL CODE COUNCIL 2018 EDITION; THE NATIONAL ELECTRICAL CODE OF THE NATIONAL FIRE PROTECTION ASSOCIATION (NFPA), CURRENT STATE ADOPTED EDITION; INTERNATIONAL MECHANICAL CODE OF THE INTERNATIONAL CODE COUNCIL, 2018 EDITION; INTERNATIONAL PLUMBING CODE OF THE INTERNATIONAL CODE

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COUNCIL, 2018 EDITION; INTERNATIONAL FIRE CODE OF THE INTERNATIONAL CODE COUNCIL, 2018 EDITION; INTERNATIONAL FUEL GAS CODE OF THE INTERNATIONAL CODE COUNCIL, 2018 EDITION; INTERNATIONAL PROPERTY MAINTENANCE CODE OF THE INTERNATIONAL CODE COUNCIL, 2018 EDITION; INTERNATIONAL EXISTING BUILDING CODE OF THE INTERNATIONAL CODE COUNCIL, 2018 EDITION; INTERNATIONAL RESIDENTIAL CODE OF THE INTERNATIONAL CODE COUNCIL, 2018 EDITION; INTERNATIONAL ENERGY CONSERVATION CODE OF THE INTERNATIONAL CODE COUNCIL, 2018 EDITION; INTERNATIONAL SWIMMING POOL AND SPA CODE, 2018 EDITION, Second Reading Ordinance 2021-1131 ADOPT ORDINANCE 2021-1131 INITIALLY ZONING LAND KNOWN AS THE PEARSON PARK CHANGE OF ZONE, LEGALLY DESCRIBED IN EXHIBIT A, TO THE 'P' PARKS & OPEN SPACE ZONE DISTRICT, Second Reading Ordinance 2021-1132 ADOPT ORDINANCE 2021-1132 INITIALLY ZONING LAND KNOWN AS THE WWTP CHANGE OF ZONE, LEGALLY DESCRIBED IN EXHIBIT A, TO THE 'A' AGRICULTURAL ZONE DISTRICT, Approving the Quadient Trifold and Inserter Machine Lease Agreement for \$126.82 a Month for 60 Months to be Paid from the General Fund (AM 2021-193), Approving Resolution 2021R069 A RESOLUTION PROVIDING THAT CERTAIN ELECTED AND/OR APPOINTED OFFICIALS OF THE CITY OF FORT LUPTON SHALL BE DEEMED NOT TO BE "EMPLOYEES" WITHIN THE MEANING OF WORKERS' COMPENSATION LAWS (AM 2021-195). Motion passed unanimously on roll call vote.

PUBLIC HEARING

Withdrawal of the Proposed Revisions to 16-62(e), Article III of Chapter 16 of the Fort Lupton Municipal Code

City Planner, Alyssa Knutson, stated that after discussing the proposed changes with the City Attorney, it was determined it was best to wait for the next development code update, which has provisions for accessory dwelling units. Since the matter was withdrawn, there was no public hearing.

ACTION MEMORANDUM

AM 2021-194 Approve a Resolution Accepting the Murata Farms Final Plat and Final PUD Plan for Filing No. 1

The applicant, JHome LLC for Coronado West, and owner M-J Perri Company, have applied for approval of a Final Plat and Final PUD Plan for consideration for the Murata Farms Subdivision Filing No. 1. The Final Plat and Final PUD Plan is located south and adjacent to State Highway 52 and west and adjacent to South College Avenue (County Road 29 ½) in Fort Lupton. The proposal is for a mixed use residential and commercial subdivision on 72.7 acres, more or less, that will include 180 single family detached residential lots, as well as future development tracts for paired homes, townhomes and commercial.

Alyssa Knutson, the City Planner, provided a presentation on the Murata Farms Final Plat and

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Final PUD Plan for Filing No. 1. Staff recommended approval.

Eric Ekberg, representative from JEhome, provided a presentation on the Murata Farms Final Plat and Final PUD Plan for Filing No. 1.

Council asked questions regarding South College Avenue paving, street names, lighting in the park area, fence material, construction start dates, the flow-line, water detention, basements and street width.

It was moved by Tommy Holton and seconded by Chris Ceretto to approve Resolution 2021R070 APPROVING THE MURATA FARMS FINAL PLAT AND FINAL PUD PLAN FOR FILING NO. 1 SUBMITTED BY JEHOME LLC FOR CORONADO WEST TO CREATE A MIXED USE RESIDENTIAL AND COMMERCIAL SUBDIVISION. Motion passed unanimously on a roll call vote.

AM 2021-189 Replacement Pump at the North Lift Station From Water Technology Group for \$23,500.00 Allocated from the Utility Fund

The North Lift Station has four submersible pumps. The lift Station was built in the early 1990s. Two of the four pumps have been replaced over the years. This is to replace one of the 1990s pump that has severe wear and does not pump efficiently.

The North Lift Station provides sewer flow for approximately 40% of the City. The lift station was installed in the 1990s and has operated well.

One of the original pumps from the 1990s was recently pulled and inspected. The impeller and housing of the pump was severely worn and corroded. Due to the age of the pump, replacement parts would need to be machined. Staff requested a quote to replace the pump with a new high efficiency motor pump. The new pump will cut up fibrous material to prevent pump clogging. This feature has only become available recently.

The Water Technology Group is the factory representative for the company that now manufactures replacement pumps for this Lift Station. The original manufacturer of the old pump is no longer in business.

Jacobs staff will install the new pump.

It was moved by David Crespín and seconded by Bruce Fitzgerald to authorize the replacement pump at the North Lift Station from Water Technology Group for \$23,500.00. Motion passed unanimously on roll call vote.

AM 2021-190 Authorize Water Technology Group to Rebuild Pump 3 from the South Lift Station for \$9,495.00

Pump 3 at the South Lift Station has failed. The Water Technology Group is the manufacturer's representative for the pumps in the South Lift Station. Staff pulled the Pump and determined

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FORT LUPTON CITY COUNCIL/ENTERPRISE BOARDS
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that the Pump had a seal failure. The pump was taken to the factory representative, Water Technology Group, for inspection and disassembly. Water Technology Group inspected the pump and has recommended rebuilding the pump. The rebuild will return the pump to like new condition. Staff will reinstall the rebuilt pump.

It was moved by Bruce Fitzgerald and seconded by David Crespino to authorize Water Technology Group to rebuild Pump 3 from the South Lift Station for \$9,495.00. Motion passed unanimously on roll call vote.

AM 2021-191 Update City Retirement Plan Documents and Increase the Employer and Employee Contribution for Sworn Police Officers from 9.7% to 10.2% for an Estimated Total of \$10,918 for 2022

The Plan Documents for the City's Retirement Savings Plans have several updates that are required by the IRS. In addition, this AM is to consider updating the Fort Lupton Police Pension Plan to increase the Employer and Employee contribution from 9.7% to 10.2% effective January 1, 2022.

The City has two retirement plans, one for its sworn police officers and one for the rest of its employees. Internal Revenue Service (IRS) regulations require that plan documents be updated periodically to incorporate law changes, per the attached letter from AIG dba VALIC. The Adoption Agreements and the corresponding Basic Plan Document have been updated.

The Adoption Agreements for each plan are identical except for the Employer and Employee Contribution amounts. The amount for the City of Fort Lupton Employee Pension Plan is 4% and the amount for the Fort Lupton Police Pension Plan has been updated from 9.7% to 10.2%. The Basic Plan Document is a universal document that cannot be updated. The specific selections for each employer are set in the Adoption Agreement. Staff is recommending that Council accept the updated plan documents.

Law enforcement personnel for most Colorado agencies, including Fort Lupton, do not have social security tax withheld, nor do employers contribute to it. Law enforcement personnel are not eligible for social security benefits for wages earned while working in law enforcement. As a result, the employer and employee contribution rates for retirement plans for law enforcement personnel are higher than those for civilian personnel. Staff would like to consider offering a richer benefit to Fort Lupton law enforcement personnel to aid with recruitment and retention.

It was moved by Chris Ceretto and seconded by Bruce Fitzgerald to update City retirement plan documents and increase the employer and employee payroll contribution for sworn police officers from 9.7% to 10.2% for an estimated total of \$10,918 for 2022. Motion passed unanimously on a roll call vote.

**RECORD OF PROCEEDINGS
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AM 2021-192 Approving an Agreement with CliftonLarsonAllen to Provide Implementation Services for the new GASB87 Requirements for an Amount Not to Exceed \$17,000 to be Paid from the General Fund

The Governmental Accounting Standards Board is requiring the implantation of GASB87 in 2022. This changes the and adds accounting and reporting standards for lease agreements

Clifton Larson Allen will help the City review all lease and service agreements to determine which ones will need to be tracked and accounted for under GASB87. They will use the information to find, choose and implement a software programs that meets our needs.

The software will collect all the data required by GASB87 for financial reporting purposes and generate year end journal entries for all leases.

It was moved by David Crespino and seconded by Bruce Fitzgerald to approve an agreement with CliftonLarsonAllen to provide implementation services for the new GASB87 requirements for an amount not to exceed \$17,000 to be paid from the General Fund. The motion passed unanimously on a roll call vote.

STAFF

Andy Ausmus, City Attorney, updated Council that the City will retain Butler and Snow for bond council under the City Attorney's contract, as they were highly recommended for bond issues. Mr. Ausmus stated that an agreement was submitted and with Council approval will be signed by the City Attorney.

Chris Cross, City Administrator, thanks Jon Mays for being an inspiration through his adoption process.

Mari Peña, City Clerk, discussed that the requirements for regulated marijuana and licensing are now all on the City Clerk's website. The website provides links to the State of Colorado website for the applications, fees, and a map of possible locations. No applications have been submitted yet.

Laura Howe, Human Resources Director, reported that open enrollment begins on November 29, 2021 and Council is also eligible.

Roy Vestal, Public Works Director, advised that the status of the manhole work on First Street with future updates.

MAYOR/COUNCIL REPORTS

Mayor Zo Stieber reported that Field of Honor celebration on Saturday, November 13, 2021, had around 430 people in attendance and was extremely well received. Flags purchased along with the dedication can still be picked up at the Recreation Center for the next few days.

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FUTURE CITY EVENTS

November 5-19, 2021	Art Show at the Library
November 30, 2021	Town Hall Meeting, 130 S. McKinley Ave. 6:30 p.m.
November 25-26, 2021	City Offices Closed in Observance of Thanksgiving
November 27, 2021	Small Business Saturday
December 7, 2021	City Council Meeting, 130 S. McKinley Ave. 7:00 p.m.
December 14, 2021	Town Hall Meeting, 130 S. McKinley Ave. 6:30 p.m.

ADJOURNMENT

The meeting adjourned at 7:53 p.m.

Submitted by,

Maricela Peña, City Clerk

Approved by City Council

Zo Stieber, Mayor

ORDINANCE NO. 2021-1133

INTRODUCED BY: BRUCE FITZGERALD

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FORT LUPTON, COLORADO AMENDING CHAPTER 18 BUILDING REGULATIONS OF THE FORT LUPTON MUNICIPAL CODE AND ADOPTING BY REFERENCE THE INTERNATIONAL BUILDING CODE OF THE INTERNATIONAL CODE COUNCIL, 2018 EDITION; THE NATIONAL ELECTRICAL CODE OF THE NATIONAL FIRE PROTECTION ASSOCIATION (NFPA), CURRENT STATE ADOPTED EDITION; INTERNATIONAL MECHANICAL CODE OF THE INTERNATIONAL CODE COUNCIL, 2018 EDITION; INTERNATIONAL PLUMBING CODE OF THE INTERNATIONAL CODE COUNCIL, 2018 EDITION; INTERNATIONAL FIRE CODE OF THE INTERNATIONAL CODE COUNCIL, 2018 EDITION; INTERNATIONAL FUEL GAS CODE OF THE INTERNATIONAL CODE COUNCIL, 2018 EDITION; INTERNATIONAL PROPERTY MAINTENANCE CODE OF THE INTERNATIONAL CODE COUNCIL, 2018 EDITION; INTERNATIONAL EXISTING BUILDING CODE OF THE INTERNATIONAL CODE COUNCIL, 2018 EDITION; INTERNATIONAL RESIDENTIAL CODE OF THE INTERNATIONAL CODE COUNCIL, 2018 EDITION; INTERNATIONAL ENERGY CONSERVATION CODE OF THE INTERNATIONAL CODE COUNCIL, 2018 EDITION, AND ENACTING A NEW SECTION CHAPTER 18 ARTICLE XVI KNOWN AS THE INTERNATIONAL SWIMMING POOL AND SPA CODE, 2018 EDITION

INTRODUCED, READ, AND PASSED ON FIRST READING, AND ORDERED PUBLISHED this 2nd day of November 2021.

PUBLISHED in the Fort Lupton Press the 10th day of November 2021.

FINALLY READ BY TITLE ONLY, PASSED AND ORDERED PUBLISHED BY TITLE ONLY this 7th day of December 2021.

PUBLISHED BY TITLE ONLY the 15th day of December 2021.

EFFECTIVE (after publication) the 14th day of January 2021

City of Fort Lupton, Colorado

Zo Stieber, Mayor

Attest:

Maricela Peña, City Clerk

Approved as to form:

Andy Ausmus, City Attorney

CITY OF FORT LUPTON CITY COUNCIL



Shannon Rhoda, Ward 1
Chris Ceretto, Ward 2
Michael Sanchez, Ward 3

Zo Stieber, Mayor

David Crespín, Ward 1
Tommy Holton, Ward 2
Bruce Fitzgerald, Ward 3

AM 2021-196

APPROVING A RESOLUTION APPOINTING BRUCE FITZGERALD AS CITY TREASURER FOR THE CITY OF FORT LUPTON, COLORADO

I. **Agenda Date:** Council Meeting – December 7, 2021

II. **Attachments:** a. Resolution 2021-0xx.

III. **Summary Statement:**

The City Council desires to appoint Bruce Fitzgerald as Treasurer for the City of Fort Lupton.

IV. **Submitted by:** _____
Mari Peña, City Clerk

V. **Finance Reviewed** _____
Finance Director

VI. **Approved for Presentation:** _____
City Administrator

VII. **Attorney Reviewed** _____ Approved _____ Pending Approval

VIII. **Certification of Council Approval:** _____
City Clerk Date

IX. Detail of Issue/Request:

Colorado Revised Statutes Section 31-4-103 authorizes statutory cities to appoint a City Treasurer. Section 2-51 of the Fort Lupton Municipal Code provides for the appointment of the City Treasurer by the City Council. The City Treasurer shall have the powers and duties as set forth in section 4-11 of the Code.

X. Legal/Political Considerations:

None.

XI. Alternatives/Options:

Not applicable.

XII. Financial Considerations:

Not applicable.

XIII. Staff Recommendation:

Staff seeks direction.

RESOLUTION NO. 2021Rxxx

A RESOLUTION APPOINTING BRUCE FITZGERALD AS CITY TREASURER FOR THE CITY OF FORT LUPTON, COLORADO.

WHEREAS, Section 31-4-107 C.R.S. authorizes statutory cities to appoint a City Treasurer, and

WHEREAS, Section 2-51 of the Fort Lupton Municipal Code provides for the appointment of the City Treasurer by the City Council, and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FORT LUPTON AS FOLLOWS:

Bruce Fitzgerald is hereby appointed as City Treasurer for the City of Fort Lupton, Colorado, and shall have the powers and duties as set forth in Section 4-11 of the Code.

APPROVED AND PASSED BY MAJORITY VOTE OF THOSE ELECTED TO THE CITY COUNCIL THIS 7TH DAY OF DECEMBER 2021.

City of Fort Lupton, Colorado

Zo Stieber, Mayor

Attest:

Maricela Peña, City Clerk

Approved as to form:

Andy Ausmus, City Attorney

CITY OF FORT LUPTON CITY COUNCIL



Shannon Rhoda, Ward 1
Chris Ceretto, Ward 2
Michael Sanchez, Ward 3

Zo Stieber, Mayor

David Crespín, Ward 1
Tommy Holton, Ward 2
Bruce Fitzgerald, Ward 3

AM 2021-197

APPROVING A RESOLUTION APPOINTING CHRIS CERETTO AS MAYOR PRO TEM FOR THE CITY OF FORT LUPTON, COLORADO

I. **Agenda Date:** Council Meeting – December 7, 2021

II. **Attachments:** a. Resolution 2021-0xx.

III. **Summary Statement:**

The City Council desires to appoint Chris Ceretto as Mayor Pro Tem for the City of Fort Lupton.

IV. **Submitted by:** _____
Mari Peña, City Clerk

V. **Finance Reviewed** _____
Finance Director

VI. **Approved for Presentation:** _____
City Administrator

VII. **Attorney Reviewed** _____ Approved _____ Pending Approval

VIII. **Certification of Council Approval:** _____
City Clerk _____ Date _____

IX. Detail of Issue/Request:

Colorado Revised Statutes Section 31-4-103 authorizes statutory cities to appoint a Mayor Pro Tem. Section 2-23 and 2-51 of the Fort Lupton Municipal Code provides for the appointment of the Mayor Pro Tem by the City Council. The Mayor Pro Tem shall, in the absence of the Mayor from any meeting of the City Council or during the absence of the Mayor from the City or the inability to act, perform the duties of the Mayor.

X. Legal/Political Considerations:

None.

XI. Alternatives/Options:

Not applicable.

XII. Financial Considerations:

Not applicable.

XIII. Staff Recommendation:

Staff seeks direction.

RESOLUTION NO. 2021Rxxx

A RESOLUTION APPOINTING CHRIS CERETTO AS MAYOR PRO TEM FOR THE CITY OF FORT LUPTON, COLORADO.

WHEREAS, Section 31-4-103 C.R.S authorizes statutory cities to appoint a Mayor Pro Tem, and

WHEREAS, Sections 2-23 and 2-51 of the Fort Lupton Municipal Code provides for the appointment of the Mayor Pro Tem by the City Council, and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FORT LUPTON AS FOLLOWS:

Chris Ceretto is hereby appointed as Mayor Pro Tem for the City of Fort Lupton, Colorado, and shall act as Mayor in case the Mayor is absent from the City or is for any reason temporarily unable to perform the duties of her office.

APPROVED AND PASSED BY MAJORITY VOTE OF THOSE ELECTED TO THE CITY COUNCIL THIS 7th DAY OF DECEMBER 2021.

City of Fort Lupton, Colorado

Zo Stieber, Mayor

Attest:

Maricela Peña, City Clerk

Approved as to form:

Andy Ausmus, City Attorney

CITY OF FORT LUPTON CITY COUNCIL



Shannon Rhoda, Ward 1
Chris Ceretto, Ward 2
Mike Sanchez, Ward 3

Zo Stieber, Mayor

David Crespín, Ward 1
Tommy Holton, Ward 2
Bruce Fitzgerald, Ward 3

AM 2021-198

APPROVING A RESOLUTION RATIFYING THE MAYOR'S APPOINTMENT OF GERRI HOLTON TO THE FORT LUPTON PUBLIC AND SCHOOL LIBRARY BOARD AS A TRUSTEE FOR A TERM TO EXPIRE DECEMBER 31, 2025

I. **Agenda Date:** Council Meeting – December 7, 2021

II. **Attachments:** a. Resolution 2021-xxx

III. **Summary Statement:**

Gerri Holton has made application for the Fort Lupton Public and School Library Board. Per the Intergovernmental Agreement, three (3) trustees shall be appointed by the City Council.

All voting members of advisory committees shall live within one of the following zones: school district, fire district, or Fort Lupton zip code.

IV. **Submitted by:**

Maricela Peña, City Clerk

V. **Reviewed by:**

Finance Director

VI. **Approved for Presentation:**

City Administrator

VII. **Attorney Review**

_____ Approved

_____ Pending Approval

VII. **Certification of Council Approval:**

City Clerk

Date

VIII. Detail of Issue/Request:

Gerri Holton has submitted an application for the Mayor to consider appointment to the Fort Lupton Public and School Library Board. Per the Intergovernmental Agreement, executed November 18, 2013, between the City of Fort Lupton and the Weld County School District Re-8, three (3) trustees shall be appointed by the City Council and three (3) trustees shall be appointed by the School Board. Each board member's term shall not exceed four (4) years and no board member may serve more than two (2) consecutive terms. This will be Mrs. Holton's second term.

If Mrs. Holton's appointment is approved, she will serve her second consecutive term. Mrs. Holton also serves on the High Plains Library Board.

IX. Legal/Political Considerations:

None noted.

X. Alternatives/Options:

1. Approve the Resolution.
2. Don't approve the Resolution.

XI. Financial Considerations:

None noted.

XII. Staff Recommendation:

Approve the proposed resolution.

RESOLUTION 2021R0xx

A RESOLUTION OF THE CITY COUNCIL OF FORT LUPTON RATIFYING THE MAYOR'S APPOINTMENT OF GERRI HOLTON TO THE FORT LUPTON PUBLIC AND SCHOOL LIBRARY BOARD FOR A TERM TO EXPIRE DECEMBER 31, 2025

WHEREAS, Gerri Holton has submitted an application for the Mayor to consider reappointment to the Fort Lupton Public and School Library Board; and

WHEREAS, per the Intergovernmental Agreement executed November 18, 2013, three (3) trustees shall be appointed by the City Council; and

WHEREAS, each board member's term shall not exceed four (4) years and no board member may serve more than two (2) consecutive terms; and

WHEREAS, Gerri Holton has completed a 3 year term from filling a prior vacancy; and

WHEREAS, this will be Gerri Holton's second consecutive term.

NOW THEREFORE BE IT RESOLVED that the Fort Lupton City Council hereby ratifies the Mayor's appointment of Gerri Holton to the Fort Lupton Public and School Library Board for a term to expire December 31, 2025.

APPROVED AND PASSED BY A MAJORITY VOTE OF THOSE ELECTED TO THE CITY COUNCIL THIS 7th DAY OF DECEMBER 2021.

City of Fort Lupton, Colorado

Zo Stieber, Mayor

Attest:

Maricela Peña,
City Clerk

Approved as to form:

Andy Ausmus, City Attorney

CITY OF FORT LUPTON CITY COUNCIL



Shannon Rhoda, Ward 1
Chris Ceretto, Ward 2
Michael Sanchez, Ward 3

Zo Stieber, Mayor

David Crespín, Ward 1
Tommy Holton, Ward 2
Bruce Fitzgerald, Ward 3

AM 2021-199

APPROVING A RESOLUTION APPOINTING LIEUTENANT DAVID HEMPEL TO THE WELD COUNTY COMMUNICATIONS ADVISORY COMMITTEE AND THE WELD COUNTY E911 ADVISORY COMMITTEE

I. **Agenda Date:** Council Meeting – December 7, 2021

II. **Attachments:** a. Resolution 2021-0xx.

III. **Summary Statement:**

The Fort Lupton City Council is recommending to the Weld County Board of County Commissioners the appointment of David Hempel to the Weld County Communication Advisory Committee and the Weld County E911 Advisory Committee.

IV. **Submitted by:** _____
John Fryar, Police Chief

V. **Finance Reviewed** _____
Finance Director

VI. **Approved for Presentation:** _____
City Administrator

VII. **Attorney Reviewed** _____ Approved _____ Pending Approval

VIII. **Certification of Council Approval:** _____
City Clerk _____ Date _____

IX. Detail of Issue/Request:

The Weld County Board of County Commissioners has established two committees to advise them on issues surrounding the communication network utilized by first responders throughout the county and issues pertaining to the E911 telephone system.

This action memorandum is to nominate David Hempel to serve on these committees for a two year term. This is a continuation of previous appointments to these committees.

X. Legal/Political Considerations:

Having a representative on these advisory committees enables the City of Fort Lupton to express its interests in the communication and E911 systems.

XI. Alternatives/Options:

1. Don't appoint anyone to these committees.
2. Appoint someone else to these committees.

XII. Financial Considerations:

None.

XIII. Staff Recommendation:

Staff seeks recommendation.

RESOLUTION NO. 2021Rxxx

A RESOLUTION APPOINTING LIEUTENANT DAVID HEMPEL TO THE WELD COUNTY COMMUNICATIONS ADVISORY COMMITTEE AND THE WELD COUNTY E911 ADVISORY COMMITTEE FOR A TWO-YEAR TERM

WHEREAS, the Weld County Board of County Commissioners has established two committees to advise them on issues surrounding the communication network utilized by first responders throughout the county and issues pertaining to the E911 telephone system; and

WHEREAS, the Fort Lupton City Council is recommending to the Weld County Board of County Commissioners the appointment of David Hempel to the Weld County Communication Advisory Committee and the Weld County E911 Advisory Committee; and

WHEREAS, said term will be for a two-year term.

NOW, THEREFORE, BE IT RESOLVED that the fort Lupton City Council hereby appoint Lieutenant David Hempel to the Weld County Communication Advisory Committee and the Weld County E911 Advisory Committee for a two-year term.

APPROVED AND PASSED BY MAJORITY VOTE OF THOSE ELECTED TO THE CITY COUNCIL THIS 7th DAY OF DECEMBER 2021.

City of Fort Lupton, Colorado

Zo Stieber, Mayor

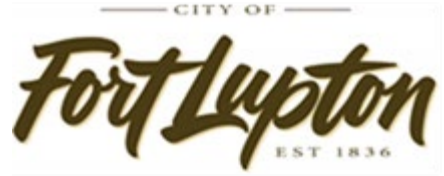
Attest:

Maricela Peña, City Clerk

Approved as to form:

Andy Ausmus, City Attorney

CITY OF FORT LUPTON CITY COUNCIL



Shannon Rhoda, Ward 1
Chris Ceretto, Ward 2
Michael Sanchez, Ward 3

Zo Stieber, Mayor

David Crespín, Ward 1
Tommy Holton, Ward 2
Bruce Fitzgerald, Ward 3

AM 2021-200

APPROVE A RESOLUTION RATIFYING THE APPOINTMENT OF CRISTIAN GONZALEZ-TORRES AS A SCHOOL DISTRICT REPRESENTATIVE TO THE FORT LUPTON URBAN RENEWAL AUTHORITY FOR A TERM BEGINNING ON DECEMBER 7, 2021 AND EXPIRING ON DECEMBER 7, 2026

I. **Agenda Date:** Council Meeting – December 7, 2021

II. **Attachments:** a. Resolution

III. **Summary Statement:**

Pursuant to the bylaws of the Fort Lupton Urban Renewal Authority (Authority), the Authority may consist of nine (9) members and one (1) alternate who shall be appointed by the Mayor, with the consent of City Council. A vacancy exists for the school district representative to the FLURA Board. Cristian Gonzalez-Torres is a School Board member, and has expressed interest serving the Authority as its school district representative for a term beginning on December 7, 2021 and ending on December 7, 2026.

IV. **Submitted by:** _____
Planner

V. **Finance Reviewed** _____
Finance Director

VI. **Approved for Presentation:** _____
City Administrator

VII. **Attorney Reviewed** _____ Approved _____ Pending Approval

VIII. **Certification of Council Approval:** _____
City Clerk _____ Date _____

IX. Detail of Issue/Request:

Pursuant to the bylaws of the Fort Lupton Urban Renewal Authority (Authority), the Authority may consist of nine (9) members and one (1) alternate who shall be appointed by the Mayor, with the consent of City Council. A vacancy exists for the school district representative to the FLURA Board. Christian Gonzalez-Torres is a School Board member, and has expressed interest serving the Authority as its school district representative for a term beginning on December 7, 2021 and ending on December 7, 2026.

X. Legal/Political Considerations:

The Mayor, with the consent of City Council, appoints members to the Fort Lupton Urban Renewal Authority pursuant to the Authority bylaws and the Colorado Urban Renewal Law.

XI. Alternatives/Options:

- 1. Approve a Resolution Appointing Cristian Gonzalez-Torres to serve as the school district representative on the Fort Lupton Urban Renewal Authority.*
- 2. Do Not Approve a Resolution Appointing Cristian Gonzalez-Torres to serve as the school district representative on the Fort Lupton Urban Renewal Authority.*

XII. Financial Considerations:

There are no financial considerations.

XIII. Staff Recommendation:

Staff recommends approval of the Resolution appointing Cristian Gonzalez-Torres to serve as the school district representative on the Fort Lupton Urban Renewal Authority for a term to expire on December 7, 2026.

RESOLUTION 2021R0xx??

A RESOLUTION OF THE CITY COUNCIL OF FORT LUPTON APPROVING THE APPOINTMENT OF CRISTIAN GONZALEZ-TORRES AS A MEMBER OF THE FORT LUPTON URBAN RENEWAL AUTHORITY AS A SCHOOL DISTRICT REPRESENTATIVE FOR A FIVE-YEAR TERM EXPIRING DECEMBER 7, 2026

WHEREAS, a vacancy exists on the Fort Lupton Urban Renewal Authority (Authority) for a School District Representative; and

WHEREAS, a Cristian Gonzalez-Torres is a School Board member and has expressed interest in serving on the Authority as the School District Representative; and

WHEREAS, the Mayor, with consent of City Council, appoints members to the Authority pursuant to Bylaws of the Fort Lupton Urban Renewal Authority and Colorado Urban Renewal Law; and

NOW THEREFORE BE IT RESOLVED that the Fort Lupton City Council appoint Cristian Gonzalez-Torres for a term expiring on December 7, 2026 to the Fort Lupton Urban Renewal Authority.

APPROVED AND ADOPTED BY THE FORT LUPTON CITY COUNCIL THIS 7th DAY OF DECEMBER 2021.

City of Fort Lupton, Colorado

Zo Stieber, Mayor

Attest:

Maricela Peña, City Clerk

Approved as to form:

Andy Ausmus, City Attorney

CITY OF FORT LUPTON CITY COUNCIL



Shannon Rhoda, Ward 1
Chris Ceretto, Ward 2
Michael Sanchez, Ward 3

Zo Stieber, Mayor

David Crespín, Ward 1
Tommy Holton, Ward 2
Bruce Fitzgerald, Ward 3

AM 2021-201

APPROVAL OF A RESOLUTION RATIFYING THE REAPPOINTMENT OF BUSHROD WHITE BY THE MAYOR FOR A THREE YEAR TERM TO THE PLANNING COMMISSION AS A REGULAR MEMBER BEGINNING DECEMBER 15, 2021 AND ENDING DECEMBER 15, 2024

I. **Agenda Date:** Council Meeting – December 7, 2021

II. **Attachments:** a. Proposed Resolution.

III. **Summary Statement:**

Bushrod White is a current member of the Planning Commission whose term expires on December 14, 2021. Mr. White has expressed an interest in continuing to serve on the Planning Commission and has submitted an application for reappointment to another term.

IV. **Submitted by:**

Planner

V. **Finance Reviewed**

Finance Director

VI. **Approved for Presentation:**

City Administrator

VII. **Attorney Reviewed**

Approved

Pending Approval

VIII. **Certification of Council Approval:**

City Clerk

Date

IX. Detail of Issue/Request:

Bushrod White is a current member of the Planning Commission whose term expires on December 14, 2021. Mr. White has expressed an interest in continuing to serve on the Planning Commission and has submitted an application for reappointment as a regular member to the Commission. Section 2-182 of the Fort Lupton Municipal Code allows for up to seven members to the Planning Commission with one alternate to sit as a regular member should a regular member be absent. Mr. White lives in the City and has served as a regular member to the Planning Commission for multiple years.

X. Legal/Political Considerations:

The Mayor has the statutory authority under C.R.S. 31-23-203, and Section 2-182 of the Fort Lupton Municipal Code, to appoint members of the public to fill vacancies on the Planning Commission.

XI. Alternatives/Options:

- *Approve the Resolution*
- *Do not approve the Resolution*

XII. Financial Considerations:

There are no financial considerations.

XIII. Staff Recommendation:

Staff recommends approval of the Resolution reappointing Bushrod White as a regular member of the Planning Commission for a three (3) year term expiring on December 15, 2024.

RESOLUTION NO 2021RXX

A RESOLUTION OF THE CITY COUNCIL OF FORT LUPTON RATIFYING THE REAPPOINTMENT OF BUSHROD WHITE BY THE MAYOR TO SERVE AS A REGULAR MEMBER ON THE PLANNING COMMISSION FOR A THREE YEAR TERM BEGINNING DECEMBER 15, 2021 AND ENDING DECEMBER 15, 2024

WHEREAS, the Mayor of Fort Lupton under C.R.S. 31-23-203 and Municipal Code Section 2-182, has the authority to fill vacancies on the Planning Commission and hereby exercises the right to appoint Bushrod White to the Planning Commission as regular member; and

WHEREAS, the City Council may ratify the appointments by the Mayor to serve on the Planning Commission; and

WHEREAS, Bushrod White has expressed an interest to continue serving on the Planning Commission; and

NOW THEREFORE BE IT RESOLVED that the Fort Lupton City Council hereby ratifies the Mayor's appointment of Bushrod White to serve as a regular member to the Planning Commission for a three-year term expiring on December 15, 2024.

APPROVED AND ADOPTED BY THE FORT LUPTON CITY COUNCIL THIS 7th DAY OF DECEMBER 2021.

City of Fort Lupton, Colorado

Zo Stieber, Mayor

Attest:

Maricela Peña, City Clerk

Approved as to form:

Andy Ausmus, City Attorney

CITY OF FORT LUPTON CITY COUNCIL



Shannon Rhoda, Ward 1
Chris Ceretto, Ward 2
Michael Sanchez, Ward 3

Zo Stieber, Mayor

David Crespín, Ward 1
Tommy Holton, Ward 2
Bruce Fitzgerald, Ward 3

AM 2021-206

ADOPT AN ORDINANCE TO ACCEPT PUBLIC RIGHT OF WAY FROM SHERYL A. BEEN FOR 308.30 FEET OF THE EASTERN PORTION OF COUNTY ROAD 19

I. **Agenda Date:** Council Meeting – December 7, 2021

II. **Attachments:**

- a. Ordinance 2021-10XX
- b. Dedication of ROW

III. **Summary Statement:**

To accept the dedication of a 55-foot wide public Right of Way located west of the centerline of County Road 19 approximately 308-feet along the frontage of the Been Minor Subdivision Plat, in the Northeast ¼ of Section 16, Township 1 North, Range 67W from Sheryl A. Been.

IV. **Submitted by:** _____
Public Works Director

V. **Finance Reviewed** _____
Finance Director

VI. **Approved for Presentation:** _____
City Administrator

VII. **Attorney Reviewed** _____ Approved _____ Pending Approval

VIII. **Certification of Council Approval:** _____
City Clerk _____ Date _____

IX. Detail of Issue/Request:

The Been Minor Subdivision Plat was required to dedicate Right of Way along County Road 19 as part of the planning process (Been MSD) approved with Resolution No. 2021R052 on September 21, 2021.

CR 19 is designated as an Arterial in the City's Transportation Plan with a future ROW of 110-feet required.

This dedication includes property from section line (eastern property line) to 55-feet west for ROW dedication.

X. Legal/Political Considerations:

Not Applicable.

XI. Alternatives/Options:

- *Accept Dedication*
- *Do nothing*

XII. Financial Considerations:

Not applicable.

XIII. Staff Recommendation:

City staff recommends acceptance of the 55-feet of public Right-of-Way from Sheryl A. Been.

ORDINANCE NO. 2021-xxxx

INTRODUCED BY:

AN ORDINANCE OF THE CITY COUNCIL OF FORT LUPTON ACCEPTING THE BEEN MSD PUBLIC RIGHT OF WAY DEDICATION FOR CR 19 LOCATED IN THE NORTHEAST ¼ OF SECTION 16, TOWNSHIP 1 NORTH, RANGE 67 WEST OF THE SIXTH PRINCIPAL MERIDIAN, WELD COUNTY, COLORADO.

NOW THEREFORE BE IT RESOLVED that City Council hereby accepts said Dedication, and orders that the Instrument of Dedication be recorded in the Recorder's Office of the County of Weld, State of Colorado, and said described real estate is hereby declared open and dedicated pursuant to C.R.S. § 24-68-101, et seq..

WHEREAS, Sheryl A. Been, has this day filed with the City of Fort Lupton, Colorado (the "City"), its dedication of certain real estate, which Dedication is hereinabove set forth:

AND WHEREAS, the City finds that said Dedication is desirable and necessary;

THIS RIGHT OF WAY IS CREATED AND GRANTED THIS 7th DAY OF DECEMBER 2021.

INTRODUCED, READ, AND PASSED ON FIRST READING, AND ORDERED PUBLISHED this 7th Day of December 2021.

PUBLISHED in the Fort Lupton Press the ____ day of _____ 2021.

FINALLY READ BY TITLE ONLY, PASSED AND ORDERED PUBLISHED BY TITLE ONLY this __ day of __ 2021.

PUBLISHED BY TITLE ONLY the _____ day of _____ 2021.

EFFECTIVE (after publication) the _ day of _ 2021.

CITY OF FORT LUPTON, COLORADO

Zo Stieber, Mayor

ATTEST:

Maricela Peña, City Clerk

Approved as to form:

Andy Ausmus, City Attorney

DEDICATION OF PUBLIC RIGHT OF WAY

The undersigned being the fee simple owner of all the real estate described herein, for good and valuable consideration, does hereby grant and dedicate to the City of Fort Lupton, Weld County, Colorado, on and behalf of and for the public, for use as right-of-way for public purposes, the following described real estate situated in Weld County, Colorado, the portion of County Road 19 right of way being dedicated is described as all of that portion lying between the eastern Section Line of Section 16, Township 1 North, Range 67 West of the 6th P.M. west 55.00 feet for a distance of 308.30 feet along the property frontage, more particularly described on Exhibit A, and as shown on the sketch, attached hereto and made a part hereof.

This dedication is made subject to all existing easements and rights-of-way.

The Grantor hereby covenants that it is the owner in fee simple of the real estate, is lawfully seized thereof, and has the authority to grant and convey the foregoing right of way, and guarantees the quiet possession thereof, and that Grantor will warrant and defend the Grantee's title to the right of way hereby granted against all claims.

THIS RIGHT OF WAY CREATED AND GRANTED THIS ____ DAY OF _____, 2021.

LAND +OWNER/GRANTOR:

Property Owner
Sheryl A. Been

Attested to:

Notary

STATE OF COLORADO)
)SS.
COUNTY OF WELD)

Subscribed and sworn to before me this _____ day of _____, 2021 by Sheryl A. Been

Witness my hand and official seal.

NOTARY PUBLIC

EXHIBIT "A"

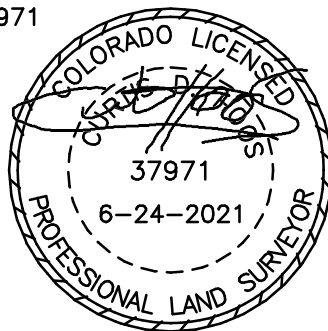
A PARCEL OF LAND LOCATED IN THE NORTHEAST 1/4 OF SECTION 16, TOWNSHIP 1 NORTH, RANGE 67 WEST OF THE 6TH P.M., CITY OF FORT LUPTON, COUNTY OF WELD, STATE OF COLORADO, BEING A PORTION OF LOT A, RECORDED EXEMPTION NO. 1469-16-1 RE-4223, AS SHOWN ON THE PLAT RECORDED NOVEMBER 23, 2005 AS RECEPTION NO. 3342371 IN THE RECORDS OF THE CLERK AND RECORDER FOR WELD COUNTY, COLORADO, DESCRIBED AS FOLLOWS:

CONSIDERING THE EAST LINE OF THE NORTHEAST 1/4 OF SAID SECTION 16 TO BEAR NORTH 00°02'30" WEST, BEING MONUMENTED ON THE NORTH AND SOUTH END BY A 3/4" REBAR WITH 3 1/4" ALUMINUM CAP, PLS 38285 IN MONUMENT BOX, WITH ALL BEARINGS CONTAINED HEREIN RELATIVE THERETO;

COMMENCING AT THE EAST 1/4 CORNER OF SAID SECTION 16; THENCE NORTH 00°02'30" WEST, COINCIDENT WITH THE EAST LINE OF THE NORTHEAST 1/4 OF SAID SECTION 16, A DISTANCE OF 732.27 FEET TO THE SOUTHEAST CORNER OF LOT A, SAID RE-4423 AND THE TRUE POINT OF BEGINNING; THENCE CONTINUING NORTH 00°02'30" WEST, COINCIDENT WITH SAID EAST LINE, A DISTANCE OF 308.30 FEET TO THE NORTHEAST CORNER OF SAID LOT A; THENCE NORTH 80°22'33" WEST, COINCIDENT WITH THE NORTH LINE OF SAID LOT A, A DISTANCE OF 30.26 FEET; THENCE NORTH 70°36'14" WEST, COINCIDENT WITH THE NORTH LINE OF SAID LOT A, A DISTANCE OF 42.60 FEET TO A POINT LYING 70.00 FEET WEST OF THE EAST LINE OF THE NORTHEAST 1/4 OF SAID SECTION 16; THENCE SOUTH 00°02'30" EAST, PARALLEL WITH AND 70.00 FEET WESTERLY FROM SAID EAST LINE, A DISTANCE OF 331.92 FEET TO THE SOUTH LINE OF SAID LOT A; THENCE NORTH 86°23'22" EAST, COINCIDENT WITH SAID SOUTH LINE, A DISTANCE OF 70.14 FEET TO THE TRUE POINT OF BEGINNING.

SAID PARCEL CONTAINS 22,298 SQUARE FEET OR 0.51 ACRES, MORE OR LESS.

PREPARED BY: CURTIS D. HOOS, PLS 37971
FOR AND ON BEHALF OF:
AMERICAN WEST LAND SURVEYING CO.
BRIGHTON, CO 80601



NOTE: THIS DRAWING IS MEANT TO DEPICT THE ATTACHED DESCRIPTION AND IS FOR INFORMATIONAL PURPOSES ONLY. IT DOES NOT REPRESENT A MONUMENTED LAND SURVEY. NOTE: THIS SURVEY DOES NOT CONSTITUTE A TITLE SEARCH BY AMERICAN WEST LAND SURVEYING CO. TO DETERMINE OWNERSHIP, RIGHTS-OF-WAY OR EASEMENTS OF RECORD.

PARCEL NO. 146916100006
SHERYL A. BEEN

DRAWN BY: CDH

FIELD: CDH

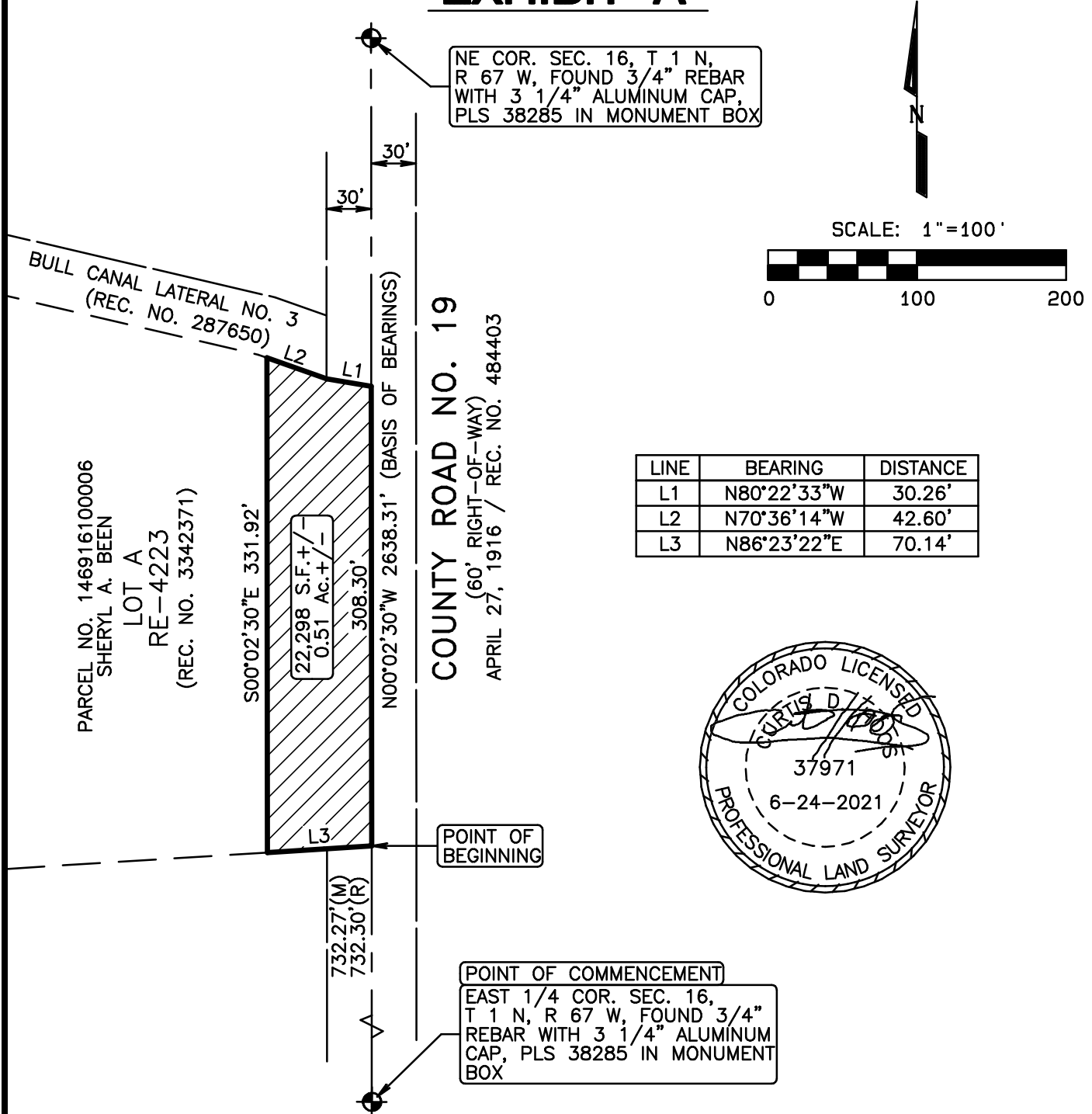
JUNE 24, 2021

PAGE 1 OF 2



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EXHIBIT "A"



NOTE: THIS DRAWING IS MEANT TO DEPICT THE ATTACHED DESCRIPTION AND IS FOR INFORMATIONAL PURPOSES ONLY. IT DOES NOT REPRESENT A MONUMENTED LAND SURVEY. NOTE: THIS SURVEY DOES NOT CONSTITUTE A TITLE SEARCH BY AMERICAN WEST LAND SURVEYING CO. TO DETERMINE OWNERSHIP, RIGHTS-OF-WAY OR EASEMENTS OF RECORD.

PARCEL NO. 146916100006
SHERYL A. BEEN

DRAWN BY: CDH

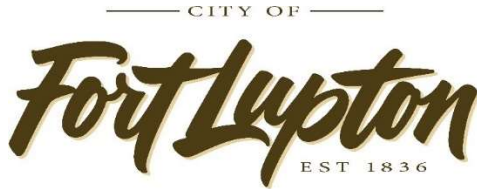
FIELD: CDH

JUNE 24, 2021

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Planning & Building

130 S. McKinley Avenue
Fort Lupton, CO 80621

Phone: 303.857.6694

Fax: 303.857.0351

www.fortluptonco.gov

To: City Council
From: Maria Lancto, Planner
CC: Todd Hodges, Planning Director
Date: December 7, 2021
Subject: Continuance Request for the SB Weakland Investments Amended Site Plan

The applicants are requesting a continuance of the public hearing for the SB Weakland Investments Amended Site Plan. This request is to allow additional time for the proposed user of the site to review the current layout and determine if changes are necessary.

Planning Commission voted to continue the Planning Commission public hearing to December 9, 2021. Staff recommends City Council continue the City Council public hearing to December 21, 2021.

**RECORD OF PROCEEDINGS
FORT LUPTON PLANNING COMMISSION
November 18, 2021**

The Planning Commission of the City of Fort Lupton met in session at the City Complex, 130 South McKinley Avenue, the regular meeting place of the Planning Commission and virtually via GoToMeeting, on Thursday, November 18, 2021.

Chair Mike Simone called the meeting to order at 6:00 p.m.

ROLL CALL

Board Members Present: Chair Mike Simone, Kathy Kvasnicka, Thomas Meyers and Paul Weber.

City Staff Present: Planning Director Todd Hodges, Planner Maria Lancto and Administrative Assistant Magaly Morales-Tejada.

APPROVAL OF AGENDA

Kathy Kvasnicka moved to approve the agenda and Paul Weber seconded.

CONSENT AGENDA

Paul Weber moved to approve the consent agenda and Thomas Meyers seconded.

PUBLIC COMMENT

There was no public comment.

ACTION ITEMS

P2021-026 SB Weakland Investments Amended Site Plan

Planning Director Todd Hodges stated that the applicants are requesting a continuance in order to discuss changes to the property; staff is recommending a continuance to December 9, 2021. The applicants and their representative were present to answer any questions.

Chadwin Cox, representative to both applicants, stated that applicant's Scott Weakland and Al Mezarina are requesting a continuance due to the area that was planned for the operations is not currently large enough. Mr. Weakland was present in person and was in agreement with the continuance request. Mr. Cox asked that Mr. Mezarina, who was attending virtually, verbally confirm the request for continuance as well.

Mr. Mezarina stated that due to a turn of events they are back in negotiations for additional land and the MAXAR team will be considering a new proposal from Mr. Weakland, therefore they are requesting a continuance in hopes to move forward once the site meets the needs of the project.

Chair Simone opened the public comment portion of the hearing, hearing none he closed public comment.

**RECORD OF PROCEEDINGS
FORT LUPTON PLANNING COMMISSION
November 18, 2021**

There were no questions from the board on this item.

Paul Weber motioned to continue this item to December 9, 2021 at 6:00pm. Kathy Kvasnicka seconded.

DISCUSSION ITEMS

Chair Simone requested that Member Paul Weber Chairman the remainder of the meeting.

Review of Meeting Discussion

A review of meeting discussions took place.

Development Code Update

A discussion of the Development Code Update took place.

FUTURE BUSINESS

The next meeting of the Planning Commission will be on December 9, 2021 at 6:00pm

ADJOURNMENT

Chair Weber adjourned the meeting at 6:14 PM.

Submitted by

Magaly Morales-Tejada, Administrative Assistant

Approved by Planning Commission

Mike Simone, Chair

CITY OF FORT LUPTON CITY COUNCIL



Shannon Rhoda, Ward 1
Chris Ceretto, Ward 2
Michael Sanchez, Ward 3

Zo Stieber, Mayor

David Crespín, Ward 1
Tommy Holton, Ward 2
Bruce Fitzgerald, Ward 3

AM 2021-202

ACCEPT THE 2022 WORKERS COMPENSATION QUOTATION FROM PINNACOL ASSURANCE IN THE AMOUNT OF \$164,071, ACCEPT THE 2022 BOILER AND MACHINERY QUOTATION FROM TRAVELERS IN THE AMOUNT \$5,249, ACCEPT THE 2022 CYBER LIABILITY COVERAGE QUOTATION FROM TRAVELERS IN THE AMOUNT OF \$14,883 FOR A TOTAL OF \$184,203

I. **Agenda Date:** Council Meeting – December 7, 2021

II. **Attachments:** a. IMA Insurance Proposal January 2022

III. **Summary Statement:**

Select Workers Compensation, Boiler and Machinery and Cyber Liability coverage for 2022.

IV. **Submitted by:** _____
Laura Howe, HR Director

V. **Finance Reviewed** _____
Finance Director

VI. **Approved for Presentation:** _____
City Administrator

VII. **Attorney Reviewed** _____ Approved _____ Pending Approval

VIII. **Certification of Council Approval:** _____
City Clerk

_____ Date

IX. Detail of Issue/Request:

IMA is the City's broker of record for Worker's Compensation, Boiler and Machinery and Cyber Liability coverages. They have provided the renewal numbers for these lines of coverage for 2022.

The total cost for the Workers Compensation has gone up considerably for 2022. There are three major factors in Workers Compensation rates: total payroll, rate by occupation and experience rating (eMod). Total payroll is expected to increase in 2022 over 2021. The rates by occupation have mostly decreased.

The City of Fort Lupton had a very significant claim at the end of 2019 that is still the primary factor in the City's rating going from 0.78 in 2019 to 1.09 in 2020 to 1.25 in 2021. For reference, a number above 1 means that your claims are above average; below 1.00 means your claims are below average. A claim affects your eMod for up to 3 years.

For 2022, Pinnacol offered a renewal at \$164,071, a 14.7% and \$38,618 increase over 2021. Our broker, IMA, advised us not to shop the Workers Compensation coverage, with the eMod being the driving factor. Pinnacol offered a fair renewal based on the three major factors.

The cost of the Boiler and Machinery coverage increased due to the increase in the City's assets. For 2022, Travelers offered the renewal at \$5,249, a 3.04% and \$459 increase over 2021.

The City's Cyber Liability coverage is increasing significantly again for 2022. Ransomware issues have been the primary issue and the Public Entity sector has been particularly vulnerable to these attacks.

After the IT Department implemented multi-factor authentication (MFA), Travelers offered a renewal. The renewal included higher retention limits (from \$5,000 to \$25,000), which they would not consider lowering. Travelers also decreased their reputational harm limit from \$1,000,000 to \$250,000.

For 2022, Travelers offered the renewal at \$14,883, an 87.5% and \$6,946 increase over 2021. This coverage was marketed but all other carriers declined to bid.

X. Legal/Political Considerations:

The City must carry Workers' Compensation coverage for its employees as required by law. Workers' Compensation is coverage that is set by statute, so the coverage is standardized.

The other coverages are not required, but providing protection for the City's assets that is important.

XI. Alternatives/Options:

- 1) Shop the coverage and consider other carriers or an insurance pool.*
- 2) Opt to be a Self-Insured municipality.*

XII. Financial Considerations:

The summary of the cost are as follows:

Coverage	Cost
<i>Workers Compensation</i>	<i>\$ 164,071</i>
<i>Boiler and Machinery</i>	<i>\$ 5,249</i>
<i>Cyber</i>	<i>\$ 14,883</i>
Total	\$184,203

The final cost of the Workers' Compensation will likely change after the payroll audit is completed because payroll cost varies.

XIII. Staff Recommendation:

Accept the Workers Compensation, Boiler and Machinery and Cyber Liability coverage quotations.



INSURANCE PROPOSAL CITY OF FORT LUPTON

January 2022



ABOUT IMA FINANCIAL GROUP

IMA Financial Group, Inc. (IMA) is an integrated financial services company specializing in risk management, insurance, employee benefits solutions and wealth management. It is the sixth-largest privately held and employee-owned insurance broker in the country and employs more than 1,700 associates.



ABOUT IMA

6TH LARGEST
INDEPENDENTLY OWNED BROKER
IN THE UNITED STATES

IMA Financial Group, Inc. (IMA) is one of the largest and fastest growing privately held insurance brokerage firms in the United States.

Our performance and customer loyalty speaks volumes of IMA's commitment to protecting assets and making a difference. In fact, over the past five years IMA has doubled our revenue while retaining our customers.



BUSINESS STRENGTH

Over \$400 Million
in Revenue



CARRIER RELATIONSHIPS

Over \$5 Billion in Premium
Placed Annually



EMPLOYEE OWNED

1,700+ Owners Focused
on Clients' Success



IMA FOUNDATION

Community Focused



CLIENT FOCUSED

95% Client Retention Rate



GLOBAL REACH

Clients in all 50 States +
Over 100 Countries

IMA Financial Group

IMA Financial Group, Inc. (IMA) is a dynamic, integrated financial services company comprised of four entities: a retail insurance brokerage, a wholesale insurance brokerage, a financial management firm, and a program management firm. Founded in Wichita in 1974, three companies merged, forming the foundation for our present employee-owned company.

After more than 45 years, IMA remains independent and employee-owned, still charged with the ambitions of loyal associates who see the company's future as their own. Due to the global reach of IMA, our team members have access to an incredibly wide range of products and services.

**“IMA'S MANAGEMENT IS EMPOWERED
TO DIRECT
THE RESOURCES OF THE COMPANY
TO SERVE ITS
CUSTOMERS FIRST
RATHER THAN TO MEET THE QUARTERLY
EARNINGS EXPECTATION OF WALL STREET”**
- KEVIN M. STIPE, CPCU, REAGAN CONSULTING

IMA is the 6th largest independently held broker in the country and one of the fastest growing.
The company's 1,700+ employee-owners are based in our 4 main offices in Wichita, Kansas City, Denver and Dallas, with numerous satellite offices around the country.



BUSINESS STRENGTH

Over \$400 Million
in Revenue



CARRIER RELATIONSHIPS

\$5 Billion in Premium
Placed Annually

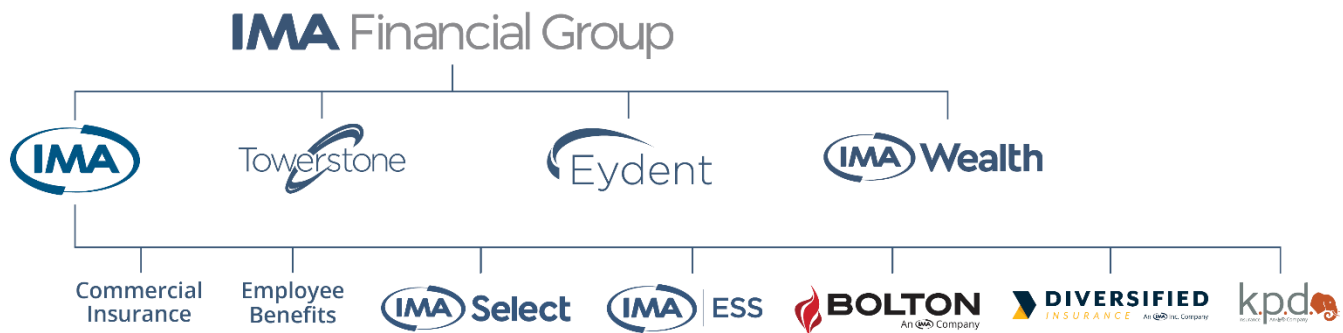


EMPLOYEE OWNED

1,700+ Owners Focused
on Clients' Success



PROTECTING ASSETS IS WHAT WE DO



6TH LARGEST
INDEPENDENTLY OWNED BROKER
IN THE UNITED STATES

EMPLOYEE OWNED
45 FOR OVER
YEARS

BUSINESS 2014
INSURANCE
BEST
PLACES
TO WORK

BUSINESS INSURANCE.
**BEST PLACES
TO WORK 2021**

AWARD WINNERS — 2020 | 2021

2016
FORTUNE
TOP 50
BEST PLACES TO WORK
FOR PARENTS

NU/AA&B
COMMERCIAL AGENCY
**AWARDS
FOR
EXCELLENCE**
2010

MAKING A DIFFERENCE IS WHO WE ARE



IMA understands the meaning of being involved in our communities, both **professionally and personally**. Through the IMA Foundation, we support the Advancement of Youth, Education, and Arts & Culture in all the communities where we live and work.



IMA FOUNDATION
Community Focused



CLIENT FOCUSED
95% Client Retention Rate



GLOBAL REACH
Clients in all 50 States +
Over 100 Countries

YOUR IMA TEAM

More Than Just Insurance.

Building, Developing & Maintaining **Relationships.**

**Protecting Assets Is What We Do,
Making A Difference Is Who We Are.**



NICK BURNS
Vice President,
Associate Sales Manager
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nick.burns@imacorp.com



MICHELLE PRAXMARER
Account Executive
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michelle.praxmarer@imacorp.com



ALEXANDRA MCLENNAN
Account Manager
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alexandra.mclennan@imacorp.com



ALEX REICHLER
Senior Broker,
Executive Risk Solutions
303.615.7975
alex.reichler@imacorp.com



PAUL DIGRADO
Claims Account Executive
303.615.7556
paul.digrado@imacorp.com



RYAN MONTOVER
Risk Control Specialist
303.615.7665
ryan.montover@imacorp.com



PREMIUM SUMMARY

COVERAGE	PREMIUM
Workers' Compensation	\$ 164,071.00
Cyber Liability	\$ 14,883.00
Boiler & Machinery	\$ 5,249.00
Total	\$184,203.00



PAYMENT TERMS

COVERAGE	PREMIUM
Workers' Compensation – Direct Bill, premium paid to carrier	\$ 164,071.00
Cyber Liability – Agency Bill, premium paid to IMA	\$ 14,883.00
Boiler & Machinery – Agency Bill, premium paid to IMA	\$ 5,249.00
Total	\$184,203.00

The premium finance options shown are an indication only, subject to full credit approval.

ACH Payment Instructions to IMA Financial Group, Inc.

Alpine Bank	Routing Number: 102103407
2200 Grand Ave.	Account Number: 8910457681
Glenwood Springs, CO 81601	Email: payments@imacorp.com

IMA now accepts online payments via ePay. It's fast, easy and mobile.

<https://ima.epaypolicy.com>

Transaction Charges:

Credit Card Transactions: 3.25%



ePayPolicy



WORKERS' COMPENSATION

Issuing Company	Pinnacol Assurance
Policy Term	1/1/2022 to 1/1/2023

COVERAGES

DESCRIPTION	LIMIT
Employer's Liability – Each accident	\$ 500,000
Employer's Liability – Disease policy limit	\$ 500,000
Employer's Liability – Disease each employee	\$ 500,000

ESTIMATED PREMIUM

DESCRIPTION	ADJUSTMENT	AMOUNT
Ratable Manual Premium based on Total Payroll		\$147,976
Increased Limits (1,000,000/1,000,000/1,000,000)	1.008	\$1,184
Deductible Discount (\$500 Ded)	.979	(\$3,107)
Experience Modification	1.250	\$36,513
Schedule Rating & Designated Provider	.975	(\$4,564)
Premium Discount	.914	(\$15,308)
Annual Policy Fee		\$160
Terrorism Insurance Coverage		\$406
Catastrophe Insurance Coverage		\$811
Net Estimated Annual Premium		\$164,071

PREMIUM & EXPOSURE COMPARISON

DESCRIPTION	2021-22	2022-23	% CHANGE
Total Payroll	\$7,144,284	\$8,112,817	13.6%
Exp. Mod Rating	1.09	1.25	14.7%
Total Premium	\$125,453	\$164,071	16.85% (using renewal exposure at expiring rate)

BOILER & MACHINERY

Issuing Company	Travelers
Policy Term	1/1/2022 to 1/1/2023

COVERAGES

DESCRIPTION	LIMIT
Total Limit per breakdown	\$30,000,000
Property Damage Limit per breakdown	Included in Total Limit per breakdown
Property Damage deductible	\$2,500
Business Income & Extra Expense per breakdown	\$1,000,000
Business Income & Extra Expense deductible	24 hours

PREMIUM & EXPOSURE COMPARISON

DESCRIPTION	2021-22	2022-23	% CHANGE
Building limit	\$66,638,967	\$70,935,798	6.5%
Contents limit	\$4,858,571	\$5,104,415	5.1%
Total TIV	\$71,497,538	\$76,040,213	6.4%
Premium	\$4,790	\$5,249	3.04% (using renewal exposure at expiring rate)



CYBER MARKET UPDATE

After many years of soft market conditions, the Cyber market has radically shifted to a hard market. This shift has been driven exclusively by the adverse loss activity associated with ransomware. The scourge of ransomware has been particularly acute within the Public Entity segment, which has been vulnerable to these attacks. For example:

- + 34% of local government organizations were hit by ransomware in the last year.
- + 69% of organizations hit by ransomware said the cybercriminals succeeded in harmfully encrypting their data.
- + The average bill for rectifying a ransomware attack, considering downtime, people time, device cost, network cost, lost opportunity, ransom paid, and more was \$1.64 million.

SOURCE: The State of Ransomware in Government 2021.

DISCUSSION ITEMS

- + Travelers came in with a very competitive renewal quote, due to the City of Fort Lupton, implementing MFA. Travelers has increased their premium by \$6,946 or 87.5%. The renewal premium of \$14,883 is still below minimum premium thresholds we are seeing in the cyber marketplace for municipalities.
- + Travelers has increased their retention of \$5,000 to \$25,000.
- + Travelers has decreased their reputational harm limit from \$1,000,000 to \$250,000.
- + We requested a \$2,000,000 limit option, but Travelers was not willing to offer. We are working on getting pricing indications for a \$1,000,000 xs \$1,000,000 at this time.

WHO IS INSURED

Named Insured	City of Fort Lupton
Definition of Subsidiary	<i>see below</i>

CARRIER	DEFINITION
Travelers	1. an entity while the Named Insured owns more than 50% of the outstanding securities or voting rights representing the right to select the entity's board of directors, or functional equivalent; 2. a nonprofit entity while the Named Insured exercises management control over such entity; or 3. an entity while the Named Insured owns exactly 50%, as a joint venture, and while an Insured Entity controls the entity's management and operations under a written agreement.

Important Note: Please check to ensure all Named Insureds are shown above. If an entity is not listed above (including partnerships, corporations, joint ventures, limited liability companies, individual proprietorships, etc.) or fall within the scope of the definition of Subsidiary, they are not included as an Insured under any insurance policy. We must be notified as soon as possible of the formation or purchase of new companies so that the insurance ramifications may be considered. Do not assume they are covered automatically.



COVERAGE COMPARISON

	TRAVELERS (EXPIRING)	TRAVELERS (RENEWAL)
Policy Period	01/01/2021 – 01/01/2022	01/01/2022 – 01/01/2023
Policy Aggregate Limit	\$1,000,000	\$1,000,000
Retroactive Date	None; Full Unknown Prior Acts	None; Full Unknown Prior Acts
Admitted / Non-Admitted	Admitted	Admitted
Annual Premium	\$7,937	\$14,883
COVERAGE AGREEMENTS		
Media Liability Limit	\$1,000,000	\$1,000,000
Media Liability Retention	\$5,000	\$25,000
COVERAGE DESCRIPTION	Coverage for claims arising from copyright / trademark infringement, plagiarism, defamation, libel, and slander resulting from creation and dissemination of electronic content	
CLAIM EXAMPLE	A company uses data from a study by a third-party consulting firm to tout the efficacy of its product. The author sues for copyright infringement.	
Breach Response Expenses	\$1,000,000	\$1,000,000
Breach Response Retention Notified Individuals, Legal, Forensic & Public Relations/Crisis Management	\$5,000	\$25,000
COVERAGE DESCRIPTION	Coverage for fixed costs associated with the management of an actual or suspected security or privacy breach. Expenses include legal counsel, forensic investigation, crisis management, notification of individuals breached, credit monitoring, fraud expense reimbursement and call center.	
CLAIM EXAMPLE	A former employee believes the company exposed her tax information and has requested an investigation. The company hires legal counsel and a forensic investigator. The investigation reveals the company HR director was duped by a fraudster into sending the W2 for past three years for all current and former employees. They have notified all impacted parties and provided complimentary credit monitoring	
Security & Privacy Liability Limit	\$1,000,000	\$1,000,000
Security & Privacy Liability Retention	\$5,000	\$25,000
COVERAGE DESCRIPTION	Coverage for claims arising from unauthorized access to data, failure to provide notification of a data breach where required by law, transmission of computer virus and failure to provide authorized users with access to the company website.	
CLAIM EXAMPLE	In the example above, 500 former employees have filed a class action alleging violation of state privacy law.	
Privacy Regulatory Expense Limit	\$1,000,000	\$1,000,000
Privacy Regulatory Expense Retention	\$5,000	\$25,000
COVERAGE DESCRIPTION	Defense and civil fines and penalties imposed by a governmental agency because of a breach of a privacy regulation.	
CLAIM EXAMPLE	In the example above, the state Attorney General has notified the company that his office is investigating how the company handled the breach and whether it violated the state breach law.	

	TRAVELERS (EXPIRING)	TRAVELERS (RENEWAL)
PCI Fines & Penalties Limit	\$1,000,000	\$1,000,000
PCI Fines & Penalties Retention	\$5,000	\$25,000
COVERAGE DESCRIPTION	Forensic investigation costs, fines, penalties and assessments you are legally responsible for because of actual or alleged non-compliance with Payment Card Industry Data Security Standards. NOTE: THIS COVERAGE ONLY APPLIES TO ENTITIES THAT ACCEPT PAYMENT CARDS FOR A HIGH VOLUME OF CUSTOMER PAYMENTS.	
CLAIM EXAMPLE	A regional hospitality chain was informed by law enforcement there was a suspected breach of payment card information at multiple locations. The company paid for an investigation that confirmed the breach and lack of compliance with PCI standards. They were forced to pay a fine for non-compliance.	
Cyber Extortion Limit	\$1,000,000	\$1,000,000
Cyber Extortion Retention	\$5,000	\$25,000
COVERAGE DESCRIPTION	Your expenses or payments to respond to a cyber extortion demand or ransomware attack.	
CLAIM EXAMPLE	Company employees are unable to access any data. The company president has received an email demanding a payment of five bitcoin (~\$75,000) to receive the decryption key to unlock access data. The company brings in a forensic investigator to assist with analysis. Investigation suggests the company operations could be down an extended period and company makes the extortion payment in exchange for the decryption key.	
Network Business Interruption Limit	\$1,000,000	\$1,000,000
Waiting period	8 Hours	8 Hours
COVERAGE DESCRIPTION	Business income loss and extra expenses you incur during a computer network outage.	
CLAIM EXAMPLE	In the example above, the company operations were impacted for over 48 hours, resulting in a loss of income.	
Information Asset Limit	\$1,000,000	\$1,000,000
Information Asset Retention	\$5,000	\$25,000
COVERAGE DESCRIPTION	Information asset loss and related expenses you incur because of a security or privacy breach.	
CLAIM EXAMPLE	In the ransomware case above, the costs incurred to decrypt and re-create lost data.	
Contingent Business Interruption	\$1,000,000	\$1,000,000
Contingent Business Interruption Waiting Period	8 Hours	8 Hours
COVERAGE DESCRIPTION	Business income loss and extra expenses you incur during a network outage at your outsourced service provider.	
COVERAGE EXAMPLE	A company uses a cloud - based application for accounting and client data. The provider is a victim of ransomware and is down several days during the outage. Company operations are impacted and result in a loss of business income.	
Reputation Based Income Loss Limit	\$1,000,000	\$250,000
Reputation Based Income Retention/Waiting Period	\$5,000	\$5,000
COVERAGE DESCRIPTION	Business income loss attributable to unfavorable publicity related to a network security failure or privacy breach.	



	TRAVELERS (EXPIRING)	TRAVELERS (RENEWAL)
COVERAGE EXAMPLE	A company was a victim of a high - profile ransomware attack that led to an extended downtime. Several large customers opted not to renew contracts citing concerns about security and reliability.	
Cyber Crime Limit	Computer Fraud: \$1M Funds Transfer Fraud: \$1M Social Engineering: \$250K Telecom Fraud: \$100K	Computer Fraud: \$1M Funds Transfer Fraud: \$1M Social Engineering: \$250K Telecom Fraud: \$100K
Cyber Crime Retention	\$5,000	Computer/ Funds Transfer: \$25K Social Engineering/Telecom: \$10K
COVERAGE DESCRIPTION	Financial fraud or phishing attack loss you sustain because of a social engineering event or impersonation attempt.	
COVERAGE EXAMPLE	An employee in the accounts payable department receives an email from a vendor instructing him to change routing instructions and makes \$45,000 payment. When the vendor contacts them with an overdue notice the company realizes a fraudster had sent the revised instructions and the company has suffered a financial loss.	
Invoice Manipulation Limit	Not Covered	Not Covered
Invoice Manipulation Retention		
COVERAGE DESCRIPTION	Re-imbursement for loss of funds due to invoice manipulation resulting from a failure of network security.	
COVERAGE EXAMPLE	Company accounts receivable department has contacted a client with an overdue invoice for \$25,000. The client has responded that they made the payment and provides documentation. Upon further review, it appears the company's email server was hacked, and a fraudulent invoice was sent to the client. The client refuses to pay the \$25,000 and asserts the company is at fault. The company has suffered a financial loss.	

These quotations are offered based upon exposures to loss that were made known to IMA at the time of this quotation. This presentation is intended for use as a summary only and does not include all of the policy terms, conditions and exclusions. Please refer to your actual policies for specific coverage information. Requests to bind or change coverage cannot be considered bound until you have received confirmation from an authorized IMA representative.

ADDITIONAL INFORMATION

+ Travelers

- https://interactive.travelers.com/cyberrisk_1412/pre-84DY-1341HO.html

There are numerous factors contributing to our success, some of which we believe include:

EXPERIENCE

IMA has over 45 years of proven experience within the insurance brokerage industry.

EMPLOYEE OWNED

IMA is proud to be employee-owned.

MARKET CLOUT

IMA places over \$2.6 billion in insurance premiums annually.

REACH

IMA has relationships with insurance carriers with extensive expertise.

CLIENT SERVICE

In today's turbulent insurance market, we believe that IMA provides the right products at a competitive price and with superior service.

CLAIMS

We are your advocate. Prompt reporting, early intervention, aggressive investigation, timely settlements and excellent communication are the foundation of our Claims Management philosophy.

RISK CONTROL

IMA's Risk Control Department is staffed with experienced professionals. From strategic planning to implementation, our Risk Control services are designed around your needs.

SPECIALTY PRACTICES

IMA's industry practices are the foundation of our growth and our knowledge in these unique market segments is unequaled amongst our peers.

“**PROTECTING ASSETS IS WHAT WE DO,
MAKING A DIFFERENCE
IS WHO WE ARE.**

- ROB COHEN, Chairman & CEO, IMA Financial Group



NOTES



About IMA Financial Group

IMA Financial Group, Inc. (IMA) is an integrated financial services company specializing in risk management, insurance, employee benefits solutions and wealth management. It is the sixth-largest privately held and employee-owned insurance broker in the country and employs 1,700+ associates.

Please visit <http://imacorp.com/terms-service/> to review our full privacy and compensation disclosure statements.

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CITY OF FORT LUPTON CITY COUNCIL



Shannon Rhoda, Ward 1
Chris Ceretto, Ward 2
Michael Sanchez, Ward 3

Zo Stieber, Mayor

David Crespino, Ward 1
Tommy Holton, Ward 2
Bruce Fitzgerald, Ward 3

AM 2021-203

APPROVE THE PURCHASE OF A DUMP TRAILER AT COYOTE CREEK GOLF COURSE FOR AN
AMOUNT OF \$10,450

I. **Agenda Date:** Council Meeting – December 7, 2021

II. **Attachments:** a. Quotes from Turftime, STEC Equipment, and Potestio Brothers

III. **Summary Statement:**

Coyote Creek Golf Course is looking to purchase a Dump Trailer to assist with completing in-house projects around the golf course.

IV. **Submitted by:** _____
Tyler Tarpley, Golf Course Manager

V. **Finance Reviewed** _____
Finance Director

VI. **Approved for Presentation:** _____
City Administrator

VII. **Attorney Reviewed** _____ Approved _____ Pending Approval

VIII. **Certification of Council Approval:** _____
City Clerk Date

IX. Detail of Issue/Request:

The Dump Trailer will assist with larger projects involving delivery of materials on the course and removal of waste during bunker renovations, cart path renovations, sodding projects, and native area revegetation. There are several projects planned throughout the golf course that simply cannot be completed in-house without the use a bulk dump trailer. Our existing equipment can only hold less than a yard of material, a Dump Trailer can hold up to 4 yards of material.

X. Legal/Political Considerations:

N/A

XI. Alternatives/Options:

Do not approve the purchase of the Dump Trailer

XII. Financial Considerations:

The bid from Turftime Equipment for the Dump Trailer is \$10,450, and will require a supplemental budget resolution.

XIII. Staff Recommendation:

Staff recommends the purchase of the Dump Trailer from Turftime Equipment for \$10,450.

Mike McNay

From: Cody Dilworth <cody@stecequipment.com>
Sent: Thursday, November 4, 2021 12:24 PM
To: Mike McNay
Cc: David Taylor
Subject: DT710 Dump Trailer from STEC Equipment

Mike,

They are in the process of being built.

The price on them is \$16,500.00 plus freight.

The lead time on them is 12-14 weeks.

Let me know if you would like a formal quote or if you have any questions.

Thank you and I hope you have a great day.

Cody Dilworth

Inside Sales Manager

Sales | STEC Equipment, Inc.

 [864-225-3666](tel:864-225-3666)
 cody@stecequipment.com
 <https://stecequipment.com/>
 405 McGee Rd., Anderson, SC 29625



mm

**JOHN DEERE**

Selling Equipment

**POTESTIO BROTHERS
EQUIPMENT**

Quote Id: 25568661

Customer: COYOTE CREEK GOLF COURSE

DAKOTA 550 TURF CONTRACTOR (4 YARD DUMP TRAILER)

Hours: 0

Stock Number:

| | | | | Selling Price |
|-----------------------------|----------------------------|-----|--------------|---------------|
| Code | Description | Qty | Unit | Extended |
| C55001 | DAKOTA HYDRAULIC DUMP CART | 1 | \$ 12,700.00 | \$ 12,700.00 |
| Standard Options - Per Unit | | | | |
| C55182 | ELECTRIC BRAKES (2 WHEEL) | 1 | \$ 1,155.00 | \$ 1,155.00 |
| Standard Options Total | | | | \$ 1,155.00 |
| Other Charges | | | | |
| | Freight | 1 | \$ 1,500.00 | \$ 1,500.00 |
| | Setup | 1 | \$ 240.00 | \$ 240.00 |
| Other Charges Total | | | | \$ 1,740.00 |
| Suggested Price | | | | \$ 15,595.00 |
| Customer Discounts | | | | |
| Customer Discounts Total | | | \$ -631.83 | \$ -631.83 |
| Total Selling Price | | | | \$ 14,963.17 |

DAKOTA 525 TURF CONTRACTOR (2 YARD DUMP TRAILER)

Hours: 0

Stock Number:

| | | | | Selling Price |
|-----------------------------|--------------------------------|-----|-------------|---------------|
| Code | Description | Qty | Unit | Extended |
| C52501 | 525 DAKOTA HYDRAULIC DUMP CART | 1 | \$ 8,890.00 | \$ 8,890.00 |
| Standard Options - Per Unit | | | | |
| C52502 | ELECTRIC BRAKES (2 WHEEL) | 1 | \$ 1,155.00 | \$ 1,155.00 |
| Standard Options Total | | | | \$ 1,155.00 |
| Other Charges | | | | |
| | Freight | 1 | \$ 1,500.00 | \$ 1,500.00 |
| | Setup | 1 | \$ 240.00 | \$ 240.00 |
| Other Charges Total | | | | \$ 1,740.00 |
| Suggested Price | | | | \$ 11,785.00 |
| Customer Discounts | | | | |
| Customer Discounts Total | | | \$ -353.05 | \$ -353.05 |
| Total Selling Price | | | | \$ 11,431.95 |

CITY OF FORT LUPTON CITY COUNCIL



Shannon Rhoda, Ward 1
Chris Ceretto, Ward 2
Michael Sanchez, Ward 3

Zo Stieber, Mayor

David Crespín, Ward 1
Tommy Holton, Ward 2
Bruce Fitzgerald, Ward 3

AM 2021-204

APPROVE CHANGE ORDER FOR HARRISON AVENUE / 1ST TO 9TH STREET ENGINEERING
DESIGN SERVICES AGREEMENT WITH TAIT & ASSOCIATES, INC. FOR NOT TO EXCEED
\$193,004.00 FROM STREET SALES TAX FUND

I. **Agenda Date:** Council Meeting – December 7, 2021

II. **Attachments:** a. Tait Public Works Agreement Change Order.

III. **Summary Statement:**

Approve Change Order No. 1 to Agreement with Tait & Associates, Inc. for not to exceed \$193,004.00 for engineering design services associated with the Harrison Avenue Reconstruction Project.

IV. **Submitted by:** _____
Public Works Director

V. **Finance Reviewed** _____
Finance Director

VI. **Approved for Presentation:** _____
City Administrator

VII. **Attorney Reviewed** _____ Approved _____ Pending Approval

VIII. **Certification of Council Approval:** _____
City Clerk Date

IX. Detail of Issue/Request:

Preliminary design services contract with Tait & Associates, Inc on November 17, 2020 (AM2020-193) for survey, geotechnical investigation and preliminary design of Harrison Avenue from 1st Street to 4th Street. This agreement work has been completed. The construction project was put on hold last year due to COVID-19 funding concerns.

This Change Order provides for completion of the final design of 1st Street to 4th Street improvements, preliminary engineering and final design of improvements for 4th Street to 9th Street.

| | |
|---|---------------------|
| <i>1st - 4th Final Design</i> | <i>\$67,320.00</i> |
| <i>4th - 9th Prelim Engineering</i> | <i>\$38,623.00</i> |
| <i>4th - 9th Final Design</i> | <i>\$67,320.00</i> |
| <i>Bidding Coordination</i> | <i>\$6,710.00</i> |
| <i>Construction Consulting</i> | <i>\$10,460.00</i> |
| <i>Reimbursables</i> | <i>\$2,571.00</i> |
| <i>Total Change Order</i> | <i>\$193,004.00</i> |

Project construction is currently schedule for spring 2023 to be included in budget planning for 2023 this summer.

X. Legal/Political Considerations:

Not Applicable.

XI. Alternatives/Options:

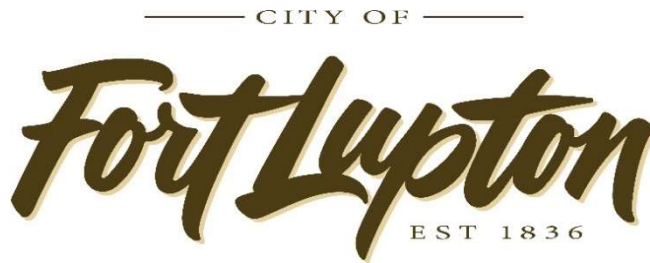
- A) Approve the Change Order with Tait & Associates, Inc.*
- B) Reject Change Order contract with another firm.*
- C) In house design*

XII. Financial Considerations:

The Harrison Avenue Project is budgeted for engineering design for \$208,550.00 in the Street Sales Tax Fund for 2022.

XIII. Staff Recommendation:

Staff recommends approving Change Order to the contract with Tait & Associates, Inc. for Harrison Ave Reconstruction Project for not to exceed \$193,004.00.



**Public Works Agreement
Change Order**

The PUBLIC WORKS Agreement entered into by and between the **City of Fort Lupton**, Colorado (hereinafter "City") and **Tait & Associates, Inc.** (hereinafter "CONSULTANT") dated November 17, 2020 is hereby modified as follows:

WHEREAS, the parties hereto agree in consideration of the covenants, payments and agreements set forth herein as follows:

1. **SCOPE OF SERVICES.** Consultant shall additionally perform the services included in the scope of work set forth and incorporated herein as **Exhibit A and Exhibit B.**

2. **CONTRACT SUM.** The City shall pay to the Consultant for performance and completion of the work encompassed by this Agreement, and the Consultant will accept as full compensation therefore the sum of not to exceed

| | |
|---|---------------------------|
| Final Design 1 st Street to 4 th Street | \$ 67,320.00 |
| Preliminary Design 4 th Street to 9 th Street | \$ 38,623.00 |
| Final Design 4 th Street to 9 th Street | \$ 67,320.00 |
| Bidding Coordination | \$6,710.00 |
| Construction Consulting | \$10,460.00 |
| <u>Reimbursables</u> | <u>\$ 2,571.00</u> |
| Total | \$ 193,004.00 |

All conditions and terms of original agreement to remain intact and applicable.

3. **APPROVAL REQUIRED.** This Agreement is subject to the final approval of the Fort Lupton City Council and signature by the Mayor of Fort Lupton.

EXECUTED THIS _____ DAY OF **December, 2021.**

CITY OF FORT LUPTON, COLORADO

Tait & Associates, Inc.

BY: **Zo Stieber**

BY: _____

TITLE: **Mayor**

TITLE: _____



February 22, 2021

Roy L. Vestal
Public Works Director/City Engineer
City of Fort Lupton
130 S. McKinley
Fort Lupton, CO 80621

PROPOSAL FOR PROFESSIONAL ENGINEERING SERVICES FOR THE ROADWAY AND DRAINAGE IMPROVEMENTS ALONG HARRISON AVENUE

Mr. Vestal:

TAIT & Associates, Inc. is excited to assist the City of Fort Lupton with Professional Engineering services for the Harrison Avenue Street and Drainage project. This proposal is based on the Engineering Scope of Services provided and the completed preliminary engineering design of the project. The Preliminary Engineering and Survey included Phase 1 through Phase 3. This proposed scope includes final design as well as bidding and construction support of Harrison Avenue from 1st Street (Hwy 52) to 4th Street and 4th Street from Pacific Avenue to the alley east of Harrison Avenue.

Attached is a detailed scope of services and cost breakdown for the proposed services for the construction documents, bid/award assistance, as-builts, and meetings and coordination. Please review and let me know if you have any questions.

Very truly yours,
TAIT & Associates, Inc.

Alex Hoime, PE
Vice President

Agreed & accepted by:
City of Fort Lupton

Zo Stieber
Mayor



HARRISON AVENUE & 4TH STREET RECONSTRUCTION FINAL ENGINEERING DESIGN

SCOPE OF SERVICES

Phase 4: FINAL ENGINEERING DESIGN

Task 1 - Project Management, Meetings, and Coordination: TAIT & Associates, Inc. (TAIT) will attend a minimum of one monthly meeting with City staff and understands that it will be necessary to stay in constant communication in order to coordinate and incorporate the City's design recommendations into the final construction documents. TAIT anticipates that the final design documents will be completed over an eight week period.

Task 2 - Utility Potholing and Field Survey: TAIT will work closely with Underground Consulting Solutions to locate and perform utility potholing in locations where there are potential conflicts with existing utilities. Careful attention will be paid to crossing utilities, obstructions, adjacent utility alignments, and cover. Crossings will be labelled showing clearance anticipated based on locates and potholing. Precise descriptions and details will be provided within the plans to ensure accuracy in bidding and throughout construction.

Task 3 - Final Drainage Analysis: TAIT has completed a Preliminary Drainage Analysis to model the basins contributing to the Harrison Avenue and 4th Street area. Further drainage analysis will be performed to refine the sizing and placement of inlets within the basin. The proposed pipe sizing will be further refined. A Final Drainage Report will be compiled and included with the Final Design Documents.

Task 4 - Harrison Avenue Plan and Profile: Harrison Avenue is proposed to be removed and replaced from 1st Street to 4th Street. TAIT will delineate the extent of removal to allow for adequate tie-ins to the adjacent properties. The proposed roadway will be designed to connect to the exiting curb and gutter and pavement east and west on 1st, 2nd, and 3rd Streets. Cross-sections at regular intervals will be prepared. Signage and pavement markings utilizing the City format and standard detail drawings where applicable will be included.

Task 5 - 4th Street Plan and Profile: 4th Street is proposed to be removed and replaced from the alley to the east and then west to Pacific Avenue. Tait will delineate the extent of removal to allow for adequate tie-ins to the adjacent properties. The proposed roadway will be designed to connect to the proposed curb and gutter and pavement at Harrison Avenue and the existing curb and gutter and pavement at Pacific Avenue. Cross-sections at regular intervals will be prepared. Signage and pavement markings utilizing the City format and standard detail drawings where applicable will be included.

Task 6 - Storm Drain Plan and Profile Design: Based on the information obtained in the Topographic Survey, evaluation performed in the Preliminary Drainage Analysis, and further analysis performed as a part of the Final Drainage Analysis, TAIT will lay out the horizontal and vertical alignment of the proposed drainage system. Careful attention will



be paid to crossing utilities, obstructions, adjacent utility alignments, and cover. Crossings will be labelled showing clearance anticipated based on locates and potholing. Precise descriptions and details will be provided within the plans to ensure accuracy in bidding and throughout construction.

Task 7 - Intersection Detailed Grading Plans: Based on the information obtained in the Topographic Survey and Preliminary Design Analysis, TAIT will provide a detailed design for each intersection described in Task 6 including curb and gutter, curb ramps, sidewalks, and transitions to existing facilities.

Task 8 - Storm Water Management Plan: A SWMP will be prepared according to CDPHE requirements. The project related information will be completed for the SWMP application for submittal by the City to CDPHE. Plan details shall provide Contractor with necessary details to maintain a SWMP.

Task 9 - Traffic Control Plan: A plan to show proposed detours will be provided to ensure the contractor understand the City's expectations for traffic control.

Phase 5: BIDDING COORDINATION

Task 10 - Special Provisions and Bid Documents: TAIT will prepare final special provisions (special conditions) to the construction contract for items not included in the Fort Lupton's Standard Construction Specifications. It is understood that the City will prepare the majority of the project manual and specifications. Construction quantities will be calculated and presented in accordance with the City standard construction specifications and format. A construction bid proposal form and opinion of probable costs. will also be issued by TAIT.

Task 11 - Opinion of Probable Costs: A cost estimate will be prepared based on final quantities and recent unit costs obtained on similar projects in the region.

Task 12 - Bidding Assistance: TAIT will attend the pre-bid meeting held by the City. It is understood that the bid/award process will be handled by the City. TAIT will provide support as needed for the City during the bid process.

Phase 6: CONSTRUCTION CONSULTING

Task 13 - Construction Consulting: It is understood that the City will take the lead on all construction related items, although TAIT will provide support for the City during the construction process to assist in responding to contractor RFI's and processing shop drawings upon request from the City.

Task 14 - As-Built Drawings: TAIT will utilize the contractors field drawing markups to prepare a set of as-built record drawings depicting any field changes or adjustments to the original design drawings that occurred during construction.



FEE SUMMARY

| | |
|--|-----------------|
| Phase 4: Final Engineering Design | \$67,320 |
| Phase 5: Bidding Coordination | \$6,710 |
| Phase 6: Construction Consulting | \$10,460 |
| Reimbursables | \$1,000 |

Total Cost: \$85,490

CONDITIONS, ASSUMPTIONS, AND EXCLUSIONS

The following conditions, assumptions, and exclusions are an integral part of this proposal:

- 1) The City will provide record data of all infrastructure within the limit of work, as available.
- 2) The City will provide ownership information for properties along project route including copies of recorded plats, legal descriptions for unplatted tracts and easements and right of way information.
- 3) TAIT will survey the roadway and collect topographic and utility data. Property corners will be recovered, where possible, but this is not to be considered a complete boundary survey of street right of way.
- 4) No traffic impact design analysis has been included in our fees.
- 5) Site planning, traffic engineering, architecture, landscape architecture, mechanical engineering, structural engineering, electrical engineering, staking, and other related trades not specifically mentioned in this proposal are excluded from this proposal and not a part of our services.
- 6) The consultant will be utilizing all City information made available for this project. We assume that the City will support the consultant for any data required, either in the form of archived reports or studies or request for information from Weld County, as required.
- 7) If conditions materially change during the course of this project, we reserve the right to re-negotiate this contract to reflect the changed conditions.
- 8) The City will provide the construction administration and inspections throughout construction including submittal review and response to RFIs.
- 9) The City or Contractor will contract direct with a geotechnical consulting firm for material testing during construction.
- 10) As-built surveying not anticipated for preparation of Record Drawings.



August 3, 2021

Roy L. Vestal
Public Works Director/City Engineer
City of Fort Lupton
130 S. McKinley
Fort Lupton, CO 80621

PROPOSAL FOR PRELIMINARY ENGINEERING SERVICES FOR THE ROADWAY AND DRAINAGE IMPROVEMENTS ALONG HARRISON AVENUE FROM 4TH TO 9TH STREET

Mr. Vestal:

TAIT & Associates, Inc. is excited to continue assisting the City of Fort Lupton with Engineering services for the Harrison Avenue improvement project. This proposal is based on the Engineering Scope of Services, Public Works Engineering Service Agreement provided along with the information discussed in the field meeting held October 28, 2020. As discussed in the field meeting, the overall project is divided into phases. Phase I includes Harrison Avenue from 1st Street (Hwy 52) to 4th Street. TAIT performed preliminary design services under a prior contract for Phase I. Phase II includes Harrison Avenue from 4th Street to 9th Street. TAIT has collected topographic and boundary survey information on this phase. The services proposed herein include the drainage analysis and preliminary engineering design and estimating for Phase II to establish design scope for the project based on the previously collected survey.

Attached is a scope of services and cost breakdown for the preliminary engineering. Upon completion of the preliminary engineering, we will finalize a scope and fee for the Construction Documents, bid assistance, construction consulting, and as-builts. Do not hesitate to contact us with any questions or concerns.

Very truly yours,
TAIT & Associates, Inc.

Alex Hoime, PE
Vice President

Agreed & accepted by:
City of Fort Lupton

Chris Cross
City Administrator



HARRISON AVENUE & 4TH STREET RECONSTRUCTION SURVEY AND PRELIMINARY ENGINEERING

SCOPE OF SERVICES

Phase 1: Survey and Preliminary Engineering for Phase I Extents

Task 1 - Project Management, Meetings, and Scoping: TAIT & Associates, Inc. (TAIT) will research, investigate and review existing documents, studies and reports relevant to the project. In addition, TAIT will review base information available from the City before commencement of field or preliminary design work. TAIT will collaborate with City staff to identify background information and incorporate staff suggestions, recommendations and other requirements. TAIT will be available for meetings throughout the survey and preliminary design stage to further coordinate design phase scoping limits in conjunction with the intent of the City Staff.

Task 2 - Drainage Analysis: TAIT will utilize the completed field survey and record data provided by the City to complete a Preliminary Drainage Analysis to identify the existing drainage patterns and model the basins contributing to the Phase I project area. The existing system will be evaluated for capacity and conveyance and further drainage analysis will be performed to verify the sizing and placement of the surveyed drainage facilities within the project basin. Based on the findings of the initial evaluation, TAIT will determine appropriate inlet placement and storm drain alignment.

Task 3 - Preliminary Street Design: Based on the information obtained in the Topographic Survey, the evaluation performed in the Drainage Analysis for the Phase II project extents and the results of the Geotechnical Report, TAIT will develop preliminary plan and profile layouts for the Phase II proposed roadway reconstruction along with typical roadway and paving sections. TAIT will evaluate the extent of removal required and roadway intersection design to provide adequate tie-ins between the proposed roadways and adjacent properties. The proposed alignments will be designed to transition into the nearest valley gutter or flowline of the street establishing the project limits.

Task 4 - Preliminary Storm Drain Layout: Based on the information obtained in the Topographic Survey and the evaluation performed in the Drainage Analysis for the Phase II project extents, TAIT will complete drainage calculations and provide a preliminary layout for the proposed drainage system. Preliminary analysis of crossing utilities, obstructions, adjacent utility alignments, and cover will be completed as the alignments are established. Potential crossings will be identified on the preliminary layouts based on field locates.

Task 5 - Geotechnical Investigation and Analysis: TAIT has acquired the services of Soilogic, Inc. to complete geotechnical investigation, testing and analysis for the Phase II project area. Services will include 5-10 foot deep borings at approximately 500' intervals within the Phase II roadways and the development of pavement thickness design reports for roadway reconstruction. This task does not include test pits or right-of-way work permitting for roadway borings.

FEE SUMMARY

| | |
|--------------------------------------|----------|
| Preliminary Engineering for Phase II | \$38,053 |
| Reimbursables | \$571 |

Total Cost: \$38,623



CONDITIONS, ASSUMPTIONS, AND EXCLUSIONS

The following conditions, assumptions, and exclusions are an integral part of this proposal:

- 1) The City will provide record data of all infrastructure within the limit of work, as available.
- 2) The City will provide ownership information for properties along project route including copies of recorded plats, legal descriptions for unplatted tracts and easements and right of way information.
- 3) TAIT will survey the roadway and collect topographic and utility data. Property corners will be recovered where possible. This is does not include a full formal boundary survey of each individual property.
- 4) No traffic engineering analysis have been included in our fees.
- 5) Site planning, traffic engineering, architecture, landscape architecture, mechanical engineering, structural engineering, electrical engineering, construction consulting, staking, specifications, as-built survey, and other related trades not specifically mentioned in this proposal are excluded from this proposal and not a part of our services.
- 6) The consultant will be utilizing all City and County information made available for this project. We assume that the City will support the consultant for any data required, either in the form of archived reports or studies or request for information from Weld County, as required.
- 7) The engineering design services required to produce final design and construction documents along with bidding and estimating services are not included within this proposal and are anticipated to be coordinated within future proposal coordination with the City.
- 8) If conditions materially change during the course of this project, we reserve the right to re-negotiate this contract to reflect the changed conditions.

CITY OF FORT LUPTON CITY COUNCIL



Shannon Rhoda, Ward 1
Chris Ceretto, Ward 2
Michael Sanchez, Ward 3

Zo Stieber, Mayor

David Crespín, Ward 1
Tommy Holton, Ward 2
Bruce Fitzgerald, Ward 3

AM 2021-205

APPROVE RETENTION BONUS FOR PUBLIC WORKS STAFF FOR NOT TO EXCEED \$12,750.00
FROM GENERAL FUND

I. **Agenda Date:** Council Meeting – December 7, 2021

II. **Attachments:**

III. **Summary Statement:**

To approve a retention bonus for Public Works staff as a show of appreciation for all their hard work during a difficult 2-years. Maximum not to exceed of \$12,750.00 from the General Fund.

IV. **Submitted by:**

Public Works Director

V. **Finance Reviewed**

Finance Director

VI. **Approved for Presentation:**

City Administrator

VII. **Attorney Reviewed**

Approved

Pending Approval

VIII. **Certification of Council Approval:**

City Clerk

Date

IX. Detail of Issue/Request:

The City has experienced a high turnover of employees in the Public Works department. During the past 2-years the City lost 11 employees with experience ranging from less than a year to 25 years of service with the City. Current break down of staff experience is 1 - 15+ years / 1 - 4 years / 2 ~ 2 years / 5 < 1 year.

During 2021, the Operations crew has not been more than 50% staffed for most of the year due to COVID isolation, illness and departing employees. Payroll budget for the year is as follows:

Total Payroll budgeted \$599,541.86

Estimate to End of Year \$87,802.00

Under Budget by \$52,277.00

Shop Over (\$7,403.87)

Engineering Under \$5,382.23

TOTAL Remaining PW Payroll \$50,255.00 Under Budget

*To recognize the remaining PW operations staff and reward for the extra work due to lack of staffing for the year, the Public Works Director requests using some of the left over payroll funds budgeted from 2021 year to pay **\$1,500.00** end of year bonus to those employees who have reached the 6 month probationary period. We will have 7 employees qualified at the end of the year for a total payout of **\$10,500.00**. Two newly hired staff will reach the 6 month probationary period in April and one will be at 6 months in January. These 3 employees should receive half of the retention bonus at that time for a total payout of **\$2,250.00**.*

Total request is \$12,750.00

Project construction is currently schedule for spring 2023 to be included in budget planning for 2023 this summer.

X. Legal/Political Considerations:

Not Applicable.

XI. Alternatives/Options:

A) Approve the Retention Bonus

B) Reject.

C) Modify

XII. Financial Considerations:

The Public Works payroll budget will be under by \$50,255.00 at the end of the year.

XIII. Staff Recommendation:

Staff recommends approving the retention bonus for Public Works operations staff for not to exceed \$12,750.00.



Upcoming Events

| | |
|-------------------|--|
| December 10, 2021 | Parade of Lights, 6:00 p.m. |
| December 14, 2021 | Town Hall Meeting, 130 S. McKinley Ave. 6:30 p.m. |
| December 20, 2021 | Holiday Lighting Contest Judging, 5:00 p.m. |
| December 21, 2021 | City Council Meeting, 130 S. McKinley Ave. 7:00 p.m. |
| December 24, 2021 | City Hall Closed in Observance of Christmas |
| December 28, 2021 | Town Hall Meeting, 130 S. McKinley Ave. 6:30 p.m. |
| December 31, 2021 | City Hall Closed in Observance of New Year's Day |

