



City of Fort Lupton
CITY COUNCIL/ENTERPRISE BOARDS
REGULAR MEETING AGENDA
Tuesday, April 5, 2022
7:00 PM
130 South McKinley Avenue

Zo Stieber, Mayor
Valerie Blackston, Ward 1
Chris Ceretto, Ward 2
Carlos Barron, Ward 3
David Crespín, Ward 1
Claud Hanes, Ward 2
Bruce Fitzgerald, Ward 3

You may join in person or join remotely by clicking on:
<https://global.gotomeeting.com/join/851983253>

Call to Order

Pledge of Allegiance

Roll Call

Persons to Address Council - This portion of the Agenda is provided to allow members of the audience to present comments to the City Council. The City Council may not respond to your comments this evening, rather they may take your comments and suggestions under advisement or your question may be directed to the appropriate staff member for follow-up. Please limit the time of your comments to three (3) minutes - Mayor Stieber

Approval of Agenda

Proclamation

- a. 2022 Arbor Day Proclamation

Review of Accounts Payables

- a. April 5, 2022 Accounts Payable

Consent Agenda - Consent Agenda items are considered to be routine and will be enacted by one motion and vote. There will be no separate discussion of Consent Agenda items unless a Councilmember so requests, in which case the item may be removed/moved from the Consent Agenda.

- a. March 15, 2022 City Council Meeting Minutes
- b. Second Reading Ordinance 2022-1141 Annexing Land Legally Described in Exhibit "A" and Known as the Hagler Annexation Nos. 1-4 and Approving the Annexation Agreement
- c. Second Reading Ordinance 2022-1142 Initially Zoning Land Known as the Hagler Initial Zoning, Legally Described in Exhibit A, to the 'A' Agricultural Zone District
- d. AM 2022-061 Approving a Resolution Ratifying the Mayor's Appointment of James Ripka to the Senior Citizen Advisory Committee for a Term Beginning April 5, 2022 and Ending December 31, 2023

- e. AM 2022-062 A Resolution of the City Council of Fort Lupton Setting the City Council Meetings to the First and Third Tuesday of the Month at 6 p.m. Effective April 9, 2022
- f. AM 2022-063 Approve Agreement to Continue Working with Employment Services of Weld County Employment and Training Program

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

- a. AM 2022-067 Consideration of a Resolution for the Fort Lupton Site Plan for a Public Library Facility

Action Memorandum

- a. AM 2022-064 Award Contract for Integrated Mosquito Management Services to Vector Disease Control International, LLC, for not to Exceed \$18,340.00 from Public Works Shop General Fund
- b. AM 2022-065 Reconciliation of the 2021 Jacobs/Fort Lupton Rebatable Budget
- c. AM 2022-066 Approve Change Order Number 2 to Contract Agreement with Imperial Custom Concrete for 2021-Repairs Project for 2022 Concrete/Asphalt Work for not to Exceed \$100,000 From the Street Sales Tax Fund
- d. AM 2022-069 Awarding the Bid to DP Guardian for an Amount not to Exceed \$406,294.00 for the Data Center Design-Building Project
- e. AM 2022-068 Consideration of a Resolution of the City Council of Fort Lupton Setting Fees for Building Permits

Staff Reports

Mayor/Council Reports

Future City Events

- a. April 5, 2022, Upcoming Events

Adjourn

**RECORD OF PROCEEDINGS
FORT LUPTON CITY COUNCIL/ENTERPRISE BOARDS
April 5, 2022**

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, April 5, 2022. Mayor Zo Stieber called the meeting to order at 7:20 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, Bruce Fitzgerald, Valerie Blackston, Carlos Barron and Claud Hanes.

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

PERSONS TO ADDRESS COUNCIL

There was no one to address the Council.

APPROVAL OF AGENDA

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

PROCLAMATION

Mayor Stieber read the 2022 Arbor Day Proclamation and proclaimed April 29, 2022, as Arbor Day in the City of Fort Lupton.

REVIEW OF ACCOUNTS PAYABLES

Council reviewed the April 5, 2022, payables; there were no questions or comments from the Mayor or Council.

CONSENT AGENDA

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

- March 15, 2022, City Council Meeting Minutes
- Second Reading Ordinance 2022-1141 AN ORDINANCE ANNEXING LAND LEGALLY DESCRIBED IN EXHIBIT "A" AND KNOWN AS THE HAGLER ANNEXATION NOS. 1-4 AND APPROVING THE ANNEXATION AGREEMENT
- Second Reading Ordinance 2022-1142 AN ORDINANCE INITIALLY ZONING LAND KNOWN

**RECORD OF PROCEEDINGS
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April 5, 2022

AS THE HAGLER INITIAL ZONING, LEGALLY DESCRIBED IN EXHIBIT A, TO THE 'A' AGRICULTURAL ZONE DISTRICT

- Approving Resolution 2022R026 A RESOLUTION RATIFYING THE MAYOR'S APPOINTMENT OF JAMES RIPKA TO THE SENIOR CITIZEN ADVISORY COMMITTEE FOR A TERM BEGINNING APRIL 5, 2022 AND ENDING DECEMBER 31, 2023 (AM 2022-061)
- Resolution 2022R027 OF THE CITY COUNCIL OF FORT LUPTON SETTING THE CITY COUNCIL MEETINGS TO THE FIRST AND THIRD TUESDAY OF THE MONTH AT 6 P.M. EFFECTIVE APRIL 9, 2022 (AM 2022-062)
- Approve Agreement to Continue Working with Employment Services of Weld County Employment and Training Program (AM 2022-063)

Motion passed unanimously on voice call vote.

PUBLIC HEARINGS

AM 2022-067 Consideration of a Resolution for the Fort Lupton Site Plan for a Public Library Facility

Mayor Stieber opened the public hearing at 7:26 p.m. and asked for a description of the proposal. The City Planner, Maria Lancto, stated the Fort Lupton Library Site Plan includes a single-story, 14,500 square-foot public library facility. This facility will include community rooms, makerspace, and outdoor seating areas in addition to traditional library services. The site is located at the southeast corner of the intersection of S. Rollie Avenue and Reynolds Street in the Lupton Village Subdivision.

The property is located in the PUD Planned Unit Development Zone District, with General Commercial land uses permitted on this parcel according to the Lupton Village PUD Plan. Public facilities are permitted uses within the General Commercial zone district. Additionally, the Fort Lupton Comprehensive Plan designates this property for Commercial General Land Uses. The proposal abides by this land use designation. All notification requirements have been met including posting, publication in the newspaper and notice to surrounding property owners. The Library Director, Thomas Samblanet, was present to answer any questions the Council may have.

Mr. Samblanet, provided the Council with a presentation. The presentation included the site layout of the building, outdoor children's garden, outdoor space for overflow, interior facility rooms, computer lab, study rooms, drive up book window, and interior/exterior renderings.

Mayor Stieber asked if patrons can leave the building without having to exit the main entrance? Mr. Samblanet stated that the doors are intended as exit doors not entrances and will be locked if the room is not being used.

Mr. Samblanet added that the funding for the library is through the High Plains Library District.

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Mayor Stieber asked if anyone wished to speak for or against the proposal.

Janice Wilkins hollered from the back of the room, "I think it stinks, that's my opinion."

There were no further comments from the public. Mayor Stieber closed the public hearing at 7:37 p.m.

It was moved by Claud Hanes and seconded by Bruce Fitzgerald to approve Resolution 2022R028 A RESOLUTION APPROVING THE FORT LUPTON LIBRARY SITE PLAN FOR A PUBLIC LIBRARY FACILITY. Motion passed unanimously on roll call vote.

Discussion occurred over the address of the building. It was noted that the address for the library would be 370 Reynolds. In the Dewey Decimal System, 370 is for education.

ACTION MEMORANDUM

AM 2022-064 Award Contract for Integrated Mosquito Management Services to Vector Disease Control International, LLC, for not to Exceed \$18,340.00 from Public Works Shop General Fund

Mosquito operations are a specialized service that requires training, knowledge and a methodical approach to effectively and economically balance the City's needs and environmental issues. The VDCI program will handle all aspects of the City's program with added technology and information assistance to the residents. Program begins in May with larval surveillance with completion in September. Services include larval control, adult insecticide applications weekly, trap monitoring, mapping and reporting.

It was moved by Chris Ceretto and seconded by Bruce Fitzgerald to award the contract for integrated mosquito management services to Vector Disease Control International, LLC for an amount not to exceed \$18,340.00 from the Public Works General Fund. Motion passed unanimously on roll call vote.

AM 2022-065 Reconciliation of the 2021 Jacobs/Fort Lupton Rebateable Budget

The Jacobs Contract outlines a rebateable budget for operating expenses that are a direct pass through to the City. The amount of \$334,000.0 is broken up into 12 installment that are added to the Jacobs Monthly Invoice. After the close of the year, any additional charges are invoiced to the City or any unspent money is returned to the City.. Below is the accounting for 2021.

Repairs	Repairs Spent	192,827.54
	YTD Budget	<u>140,000.00</u>
	PTD (Rebate) or Invoice	57,827.54
Other	Other Utilities Spent	45,741.83

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Utilities (Propane)	YTD Budget	<u>40,000.00</u>	
	PTD (Rebate) or Invoice	<u>5,741.53</u>	
Contract Hauling (Solids Removal)	Contract Hauling Spent	34,233.20	
	YTD Budget	<u>40,000.00</u>	
	PTD (Rebate) or Invoice	<u>(5,766.80)</u>	
Chemicals	Chemicals Spent	88,435.53	
	YTD Budget	<u>114,000.00</u>	
	PTD (Rebate) or Invoice	<u>(25,564.47)</u>	
		361,238.10	Totals
		334,000.00	Spent
			Budget to
			date
			*Invoice
			or (rebate
		27,238.10	to city)

It was moved by Valerie Blackston and seconded by Bruce Fitzgerald to approve the reconciliation of the 2021 Jacob/Fort Lupton Rebateable Budget. Motion passed unanimously on roll call vote.

AM 2022-066 Approve Change Order Number 2 to Contract Agreement with Imperial Custom Concrete for 2021-Repairs Project for 2022 Concrete/Asphalt Work for not to Exceed \$100,000 From the Street Sales Tax Fund

The current contract agreement with Imperial Concrete executed September 7, 2021 was awarded for \$261,025.00 to cover multiple concrete and asphalt repair projects. Contracted work per the contract is currently a total of \$77,841.00 with \$138,969.00 of remaining work to do.

Change Order No. 1 added replacing deteriorated asphalt pavement around the Golf Course Club House area with concrete.

This Change Order Number 2 will expand the repair budget to include 2022 budgeted expenses for pavement repairs. \$50,000 for concrete replacement and \$50,000 for asphalt patching will be authorized on an on-call basis with the contractor.

Work will continue (weather permitting) on an "on-call" basis for need through the 2022 season.

It was moved by Carlos Barron and seconded by Valerie Blackston approving Changer Order

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Number 2 to contract agreement with Imperial Custom Concrete for 2021 Repairs Project for 2022 Concrete/Asphalt work for an amount not to exceed \$100,000 from the Street Sales Tax Fund. Motion passed unanimously on roll call vote.

AM 2022-069 Awarding the Bid to DP Guardian for an Amount not to Exceed \$406,294.00 for the Data Center Design-Building Project

This a request to accept the bid for the data center design and build in the basement of City Hall with in the City of Fort Lupton. The structures to be built are one data center and four additional rooms. This is to remediate the power and cooling issues that the current server room has experienced over the past several years as the City's data and computing needs have outgrown its current capacity. The four additional rooms would be offices and storage for the Information Technology ("IT") staff. This lowest bid received from WCC Construction is in the amount of \$398,600.00. The bid from DP Guardian is in the amount of \$406,294.00. There is a difference of \$7,694.00 between the two bids. WCC Construction did not meet the criteria requested in the bid.

It was moved by Bruce Fitzgerald and seconded by Valerie Blackston to award the bid to DP Guardian for an amount not to exceed \$406,294.00 for the Data Center Design-Building Project. Motion passed unanimously on roll call vote.

AM 2022-068 Consideration of a Resolution of the City Council of Fort Lupton Setting Fees for Building Permits

On November 2, 2021, the City Council approved ordinance 2021-1133 to adopt the 2018 International Building Code and other codes as referenced in that ordinance. As a result, the fee schedule needs to be updated to maintain consistency with the International Code Council. The proposed resolution would set new building permit fees. These fees can be found in Exhibit A to the proposed resolution.

Jose Gonzales, Inspector with ProCode provided the Council with information on fees from various surrounding municipalities and explained the increase in the various fees.

It was moved by Bruce Fitzgerald and seconded by Chris Ceretto to approve Resolution 2022R029 A RESOLUTION APPROVING THE CITY BUILDING PERMIT FEE SCHEDULE. Motion passed unanimously on roll call vote.

STAFF

Gerri Holton provided the Council with a library report. Mrs. Holton stated that an annual review of strategic plan was conducted and she shared the report with the Council. She also provided the Council with a list of the various activities and events being conducted at the library. Mrs. Holton invited Council to attend the library meetings.

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Leann Perino, Finance Director, stated that the 2021 final audit is being conducted remotely.

Roy Vestal, Public Works Director, provided information on Clean Up Day.

MAYOR/COUNCIL REPORTS

Mayor Stieber stated that she got married on Saturday.

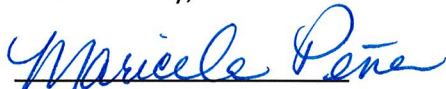
FUTURE CITY EVENTS

April 9, 2022	Easter Egg Hunt, 203 S. Harrison Ave.
April 12, 2022	Town Hall Meeting, 130 S. McKinley Ave. 6:00 p.m.
April 17-23, 2022	Cemetery Clean Up, Hillside Cemetery
April 19, 2022	City Council Meeting, 130 S. McKinley Ave. 6:00 p.m.
April 26, 2022	Town Hall Meeting, 130 S. McKinley Ave. 6:00 p.m.
April 28, 2022	Clean Up Days - Seniors
April 29, 2022	Shredding Day, 130 S. McKinley Ave. 8 a.m. – 10 a.m.
April 30, 2022	Citywide Clean Up

ADJOURNMENT

The meeting adjourned at 8:11 p.m.

Submitted by,


Marcela Peña, City Clerk



Approved by City Council


Zo Stieber, Mayor