



CITY OF FORT LUPTON
CITY COUNCIL/ENTERPRISE BOARDS
REGULAR MEETING AGENDA
Tuesday, May 17, 2022
6:00 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

Review of Accounts Payables

a. 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. May 3, 2022 City Council Meeting Minutes**
- b. AM 2022-088 Ratify Vote of "Yes" to the Amendment to the US85 Access Control Plan Sent to CDOT on May 12, 2022**
- c. AM 2022-089 A Resolution Approving the Social Media Comment Policy Regarding the Posting of Comments from the Public on the City of Fort Lupton's Social Media Pages**
- d. AM 2022-090 Potable Pump Station Rehabilitation for an Amount to be Allocated from the Utilities Capital Improvement Fund 5000**
- e. AM 2022-091 Potable Pump Station Rehabilitation SCADA Portion not to exceed \$10,000.00 from Utilities Capital Improvement Fund 5000**

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 2022-084 An Ordinance Repealing Chapter 9 – Oil and Gas Exploration and Development, Chapter 16 – Zoning, And Chapter 17 – Subdivisions of The Fort Lupton Municipal Code, And the Official Zoning Map, And Replacing Them with A Consolidated Chapter 16 – Fort Lupton Development Code, And Amended Official Zoning Map

Action Memorandum

- a. AM 2022-085 Hire a Temporary Planner to Cover Leave of Existing Employee from June 1, 2022 to September 30, 2022, in the Amount of \$20,300.00 from the Administration Budget
- b. 2022-086 Approving a Resolution Establishing the Ad-Hoc Recreation Center Expansion Committee to Work on Developing a Design for the Expansion of the Recreation Center Facility
- c. AM 2022-087 Request Supplemental Budget Funds for Facilities Department and the Grounds Department for the Purpose of Paying Overtime Pay to Employees Required to Work Outside of Normal Working Hours for Concerns That Require a Quick Response Time for a Total Cost Not to Exceed \$3,212.27 to be Paid From the General Fund Payroll Accounts in the Facilities Department and Grounds Department
- d. AM 2022-092 Approving the Recreation Center Study, by Hiring Perkins & Will to Collect and Provide Information to Present to Voters for Expanding the Recreation Center for an Amount not to Exceed \$28,000

Staff Reports

Mayor/Council Reports

Future City Events

- a. May 17, 2022, Upcoming Events

Adjourn

**RECORD OF PROCEEDINGS
FORT LUPTON CITY COUNCIL/ENTERPRISE BOARDS
May 17, 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, May 17, 2022. Mayor Pro Tem Chris Ceretto called the meeting to order at 6:00 p.m. and invited everyone to join him in the Pledge of Allegiance.

ROLL CALL

Mari Peña, City Clerk, called the roll. Those present were Mayor Pro Tem Chris Ceretto, Councilmembers Bruce Fitzgerald, David Crespín, Valerie Blackston, Carlos Barron and Claud Hanes.

Mayor Pro Tem Chris Ceretto presided over the meeting while Mayor Zo Stieber-Hubbard participated remotely through GoToMeeting.

Also present were City Administrator, Chris Cross, City Clerk, Mari Peña, City Attorney, Andy Ausmus, Finance Director, Leann Perino, Planning Director, Todd Hodges and Fort Lupton Middle School National Junior Honor Society Students.

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.

REVIEW OF ACCOUNTS PAYABLES

Council reviewed the May 17, 2022, payables; there were no questions or comments from the Mayor or Council.

CONSENT AGENDA

It was moved by Zo Stieber-Hubbard and seconded by Valerie Blackston to approve the Consent Agenda as presented with the following items:

- May 3, 2022, City Council Meeting Minutes
- Ratify Vote of "Yes" to the Amendment to the US85 Access Control Plan Sent to CDOT on May 12, 2022 (AM 2022-088)
- Approving Resolution 2022R0035 APPROVING THE SOCIAL MEDIA COMMENT POLICY REGARDING THE POSTING OF COMMENTS FROM THE PUBLIC ON THE CITY OF FORT LUPTON'S SOCIAL MEDIA PAGES (AM 2022-089)

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- AM 2022-090 Potable Pump Station Rehabilitation for an Amount to be Allocated from the Utilities Capital Improvement Fund 5000
- AM 2022-091 Potable Pump Station Rehabilitation SCADA Portion not to exceed \$ 10,000.00 from Utilities Capital Improvement Fund 5000

Motion passed unanimously on roll call vote.

PUBLIC HEARINGS

AM 2022-084 An Ordinance Repealing Chapter 9 – Oil and Gas Exploration and Development, Chapter 16 – Zoning, and Chapter 17 – Subdivisions of the Fort Lupton Municipal Code, And the Official Zoning Map, And Adopting by Reference a New Consolidated Chapter 16 – Fort Lupton Development Code, and Adoption of Corresponding Official Zoning Map

Mayor Pro Tem Ceretto opened the public hearing at 6:08 p.m. and called upon Planning Director, Todd Hodges. Mr. Hodges presented the case and stated before them is a code adoption that was reviewed and heard prior. However, it was pulled back in order for it to be adopted by reference. If adopted, the effective date will be July 16, 2022. No questions were asked by Council.

Mayor Pro Tem Ceretto asked if anyone from the public wished to speak for or against the proposal. Hearing none, Mayor Pro Tem Ceretto closed the public hearing at 6:10 p.m.

It was moved by Bruce Fitzgerald and seconded by Zo Stieber-Hubbard to approve Ordinance 2022-1143 AN ORDINANCE REPEALING CHAPTER 9 – OIL AND GAS EXPLORATION AND DEVELOPMENT, CHAPTER 16 – ZONING, AND CHAPTER 17 – SUBDIVISIONS OF THE FORT LUPTON MUNICIPAL CODE, AND THE OFFICIAL ZONING MAP, AND ADOPTING BY REFERENCE A NEW CONSOLIDATED CHAPTER 16 – FORT LUPTON DEVELOPMENT CODE, AND ADOPTION OF CORRESPONDING OFFICIAL ZONING MAP. Motion passed unanimously on roll call vote.

ACTION MEMORANDUM

AM 2022-085 Hire a Temporary Planner to Cover Leave of Existing Employee from June 1, 2022 to September 30, 2022, in the Amount of \$20,300.00 from the Administration Budget

Hiring of a Temporary Planner at the pay rate of a Planner I, is needed to cover leave of an existing employee in the planning department. The temporary position will allow the department to continue providing planning services pertaining to existing land use cases, new land use cases, zoning items, and future development inquiries in the City. The position will be a four (4) month period from June 1, 2022 thru September 30, 2022. The time frame will allow for overlap and training for the coverage necessary during the leave.

Discussion regarding the possibility of this position becoming a permanent position took place.

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It was moved by Bruce Fitzgerald and seconded by Carlos Barron to approve hiring a Temporary Planner to cover leave of existing employee from June 1, 2022 to September 30, 2022, in the amount of \$20,300.00 from the Administration Budget. Motion passed unanimously on roll call vote.

AM 2022-086 Approving a Resolution Establishing the Ad-Hoc Recreation Center Expansion Committee to Work on Developing a Design for the Expansion of the Recreation Center Facility.

As indicated at the council workshop, on May 10th, Council and staff discussed the creation of an ad-hoc committee to work on developing a design for the expansion of the Recreation Center facility based on its original concepts. This would involve the “community” into the process of expanding and refining the Recreation Center as it was proposed in 2002. This would be an extension of the existing tax that was used for the original building as it is set to expire in November.

In order to create a balanced group that would truly represent the “citizenry” without becoming overly large and cumbersome, the make-up of the committee will include 8 members as follows:

CPR Committee	1
Senior Advisory Committee	1
City Council	2
Staff	2
Citizens	2
Total	8

The two committees and City Council would be responsible for appointing their members to the new Ad-Hoc Committee. Staff would consist of the Recreation Director and Recreation Assistant Director. Citizens would have to apply and be appointed from a group of those interested in serving. The committee will also be charged with the responsibility for working with the architects to solicit additional input from the public, including the schools and general public. This can be done in a series of special public meetings, held at the high school, community center, etc. One of the first charges of the committee, after appointing of a chair, will be to discuss the necessary steps to accomplish everything it needs to before Council puts the issue on the ballot.

Questions regarding the committee and whether Council would be advised of what potential financial sources need to be utilized and what limits need to be set were asked by Council.

It was moved by David Crespín and seconded by Valerie Blackston to approve Resolution 2022R036 A RESOLUTION ESTABLISHING THE AD-HOC RECREATION CENTER EXPANSION COMMITTEE TO WORK ON DEVELOPING A DESIGN FOR THE EXPANSION OF THE RECREATION

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CENTER FACILITY. Motion passed with six (6) yes votes and one (1) abstain for cause on roll call vote.

AM 2022-087 Request Supplemental Budget Funds for Facilities Department and the Grounds Department for the Purpose of Paying Overtime Pay to Employees Required to Work Outside of Normal Working Hours for Concerns That Require a Quick Response Time for a Total Cost Not to Exceed \$3,212.27 to be Paid From the General Fund Payroll Accounts in the Facilities Department and Grounds Department.

Staff is proposing adding overtime pay for the Facilities Department and the Buildings Department. When these employees work more than 40 hours per week, any hours over 40 cause them to earn compensatory time at a time and a half rate. The overtime proposal would not remove this but add additional pay.

The off-hours needs for each of these departments have significantly grown over time. More concerns requiring a quick response at facilities and parks across the city have required employees to work more time in the evenings and on the weekends. Staff believes additional compensation paid at the time of the extra work time required is an appropriate way to compensate these employees.

The specific proposal is to pay these employees at an overtime rate. Also, there will be a two-hour minimum when an employee is required to respond to these concerns. This overtime pay will not count towards the weekly hours' total that accumulates for the earning of compensatory time; the overtime pay will stand alone. The Employee Handbook will be updated to reflect this change at its next revision.

It was moved by Bruce Fitzgerald and seconded by Carlos Barron to approve supplemental budget funds for Facilities Department and the Grounds Department for the purpose of paying overtime pay to employees required to work outside of normal working hours for concerns that require a quick response time for a total cost not to exceed \$3,212.27 to be paid from the General Fund Payroll Accounts in the Facilities Department and Grounds Department. Motion passed unanimously on roll call vote.

AM 2022-092 Approving the Recreation Center Expansion Study, by Hiring Perkins & Will to Collect and Provide Information to Present to Voters for Expanding the Recreation Center for an Amount not to Exceed \$28,000.00

Perkins and Will are the Architects for the Recreation Center build and drafted the original drawings for the expansion areas for the building. Chris Kastelic was the project lead and he knows the history and what the original concepts were for the facility. He would be the lead once again for this project. Their firm has done numerous projects not only in our area but nationally as well. In 2005, the Recreation Facility won a major design award and was honored nationally in Recreation Management Magazine. This study will focus on three areas:

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1. Background overview and information gathering
2. Public Participation Plan
3. Conceptual Design and cost estimating.

This information will be critical when presenting to the voters the possible renewal of our current tax initiative that will be expiring in November 2022 as the original building will be paid in full. With the time constraints, heading toward the Elections it is critical to move forward with this process as soon as possible. Information and project design must be done by late July to put the initiative on the ballot if council so desires.

Questions regarding what areas of the facility will be expanded, how the decision will be made, and what the ad hoc committee's task will be were asked. Further discussion took place regarding the objective of Perkins and Will and concerns were raised regarding the process of this project. The deadline to get this measure on the ballot is the end of August.

It was moved by Carlos Barron and seconded by Bruce Fitzgerald to approve the Recreation Center Expansion Study, by Hiring Perkins & Will to Collect and Provide Information to Present to Voters for Expanding the Recreation Center for an Amount not to Exceed \$28,000.00. Motion passed with six (6) yes votes and one no (1) vote on roll call vote.

STAFF

Staff recognized the National Junior Honor Society and expressed appreciation for their participation in Youth in Government Day.

MAYOR/COUNCIL REPORTS

All Councilmembers showed support, gratitude, and encouragement to the National Junior Honor Society for their future and participation in Youth in Government Day.

Councilmember Carlos Barron stated that the school board has brought up a motion to cancel most school sports. He encouraged everyone to attend the school board meeting and voice his or her opinion on the matter.

FUTURE CITY EVENTS

May 30, 2022	Memorial Day Services, Hillside Cemetery 9:25 a.m.
May 31, 2022	Town Hall Meeting, 130 S. McKinley Ave. 6:00 p.m.
June 7, 2022	City Council Meeting, 130 S. McKinley Ave. 6:00 p.m.

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June 10, 2022

Jacobs Fore Youth Benefit Golf Tournament,
Coyote Creek Golf Course 8:00 a.m.

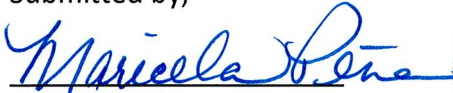
June 14, 2022

Town Hall Meeting, 130 S. McKinley Ave. 6:00 p.m.

ADJOURNMENT

The meeting adjourned at 6:48 p.m.

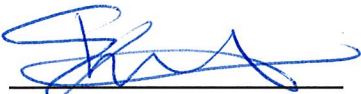
Submitted by,



Maricela Peña, City Clerk



Approved by City Council



Zo Stieber-Hubbard, Mayor