



**City of Fort Lupton
City Council
SPECIAL MEETING
Monday, June 20, 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

a. Melia Inge

Approval of Agenda

Review of Accounts Payables

a. June 20, 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. June 7, 2022 City Council Meeting Minutes

b. June 7, 2022 Marijuana Licensing Authority Meeting Minutes

c. AM 2022-097 Approving a Resolution Appointing the List of Candidates (Exhibit "A") to the Ad Hoc Committee for the Recreation Center Expansion

d. AM 2022-098 Approving a Resolution of the City Council of the City of Fort Lupton Appointing Directors to the Board of Directors of North Land Industrial North Metropolitan District Nos. 1 & 2

e. AM 2022-099 Authorize the City Administrator to Accept a Scope of Work from Dig Deep to Provide Grants Related to Technical Assistance Services for the Community Park Inclusivity Project

- f. AM 2022-100 Approving a Resolution Ratifying the Appointment of Jimmy Dominguez by the Mayor to the Planning Commission as a Regular Member for a Three-Year Term Beginning June 20, 2022 and Ending June 20, 2025
- g. AM 2022-104 Approving Discounts for Committee Volunteers for ½ Price Entry Fee at the Fort Lupton Recreation Center, 20% off a Monthly or Annual Pass to the Committee Members and his/her Dependents and 50% off Green Fees at Coyote Creek Golf Course
- h. AM 2022-105 Approving the Clarification of City Council "Other Meetings" Designations in Ordinance 2013-962; Where "Other Meetings" Shall Mean Any Meeting Where an Agenda has Been Posted and Where Three (3) Elected Officials are Participating

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. Memo to Request Continuance of the Champion Xpress Car Wash Special Use Permit Public Hearing to July 5, 2022
- b. Memo to Request Continuance of The Flats at Lupton Village Change of Zone Public Hearing to July 5, 2022
- c. Memo to Request Continuance of The Flats at Lupton Village PUD Preliminary Plat and PUD Plan Public Hearing to July 5, 2022

Action Memorandum

- a. Memo to Request Continuance of The Flats at Lupton Village PUD Final Plat and PUD Plan Public Meeting to July 5, 2022
- b. AM 2022-101 Approving the SCADA Computer Upgrades at the Waste Water Treatment Plant (WWTP) for an Amount not to Exceed \$35,892 allocated from Waste Water Fund
- c. AM 2022-102 Authorize Work Order for Jacobs (OMI) for CH2M Hill Engineers, Inc. for Maximum Not to Exceed \$499,955.00 for Professional Engineering Services for Design and Permitting of the Water Treatment Plant (WTP) Expansion Project
- d. AM 2022-103 Splash Park Full Site Design & Construction Drawings for an Amount Not to Exceed \$99,364.40 Allocated from the General Fund, Parks Department's Capital Expenditure

Staff Reports

Mayor/Council Reports

Future City Events

a. Upcoming Events

Adjourn

Executive Session "To determine positions relative to matters that may be subject to negotiations, develop a strategy for negotiations, and/or instruct negotiators, pursuant to C.R.S. § 24-6-402(4)(e)." Intergovernmental Agreement for New Facility

**RECORD OF PROCEEDINGS
FORT LUPTON CITY COUNCIL/ENTERPRISE BOARDS
June 20, 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, June 20, 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, Valerie Blackston, Carlos Barron and Claud Hanes.

Mayor Stieber-Hubbard and Councilmember David Crespin participated remotely through GoToMeeting.

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

PERSONS TO ADDRESS COUNCIL

Melia Inge, who is a member on the library board, addressed the Council as a private citizen and not as a members of the library. Ms. Inge provided the Council with a handout of the library structure. The library is the only library in the state that is a joint library between the City of Fort Lupton and the Weld Re-8 School District as well as a members of the High Plains Library District. With the construction of the new library building, Ms. Inge asked the Council to allow the library members in Intergovernmental Agreement (IGA) discussions concerning the library.

APPROVAL OF AGENDA

Staff requested that the Executive Session be moved before the Adjournment. It was moved by Valerie Blackston and seconded by Bruce Fitzgerald to approve the agenda as amended by moving the Executive Session after Future Events. Motion passed unanimously on voice vote.

REVIEW OF ACCOUNTS PAYABLES

Council reviewed the June 20, 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 Bruce Fitzgerald to approve the Consent Agenda as presented with the following item:

- June 7, 2022 City Council Meeting Minutes
- June 7, 2022 Marijuana Licensing Authority Meeting Minutes

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- Approving Resolution 2022R037 APPOINTING THE LIST OF CANDIDATES (EXHIBIT "A") TO THE AD HOC COMMITTEE FOR THE RECREATION CENTER EXPANSION (AM 2022-097)
- Approving Resolution 2022R038 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FORT LUPTON APPOINTING DIRECTORS TO THE BOARD OF DIRECTORS OF NORTH LAND INDUSTRIAL NORTH METROPOLITAN DISTRICT NOS. 1 & 2 (AM 2022-098)
- Authorize the City Administrator to Accept a Scope of Work from Dig Deep to Provide Grants Related to Technical Assistance Services for the Community Park Inclusivity Project (AM 2022-099)
- Approving Resolution 2022R39 RATIFYING THE APPOINTMENT OF JIMMY DOMINGUEZ BY THE MAYOR TO THE PLANNING COMMISSION AS A REGULAR MEMBER FOR A THREE-YEAR TERM BEGINNING JUNE 20, 2022 AND ENDING JUNE 20, 2025 (AM 2022-100)
- Approving Discounts for Committee Volunteers for ½ Price Entry Fee at the Fort Lupton Recreation Center, 20% off a Monthly or Annual Pass to the Committee Members and his/her Dependents and 50% off Green Fees at Coyote Creek Golf Course (AM 2022-104)
- Approving the Clarification of City Council "Other Meetings" Designations in Ordinance 2013-962; Where "Other Meetings" Shall Mean Any Meeting Where an Agenda has Been Posted and Where Three (3) Elected Officials are Participating (AM 2022-105)

Motion passed unanimously on roll call vote.

PUBLIC HEARINGS

Memo to Request Continuance of the Champion Xpress Car Wash Special Use Permit Public Hearing to July 5, 2022

Staff is requesting a continuance of the public hearing for The Flats at Lupton Village Change of Zone to July 5, 2022. This request is to allow time for the Planning Commission public hearing for this project to take place. The Planning Commission public hearing was initially scheduled for June 9, 2022. However, due to lack of quorum, the June 9th Planning Commission meeting was cancelled. The Planning Commission public hearing for this project will be held on June 23, 2022.

It was moved by Bruce Fitzgerald and seconded by Valerie Blackston to approve the continuance the Champion Xpress Car Wash Special Use Permit Public Hearing to July 5, 2022. Motion passed unanimously on voice vote.

Memo to Request Continuance of The Flats at Lupton Village Change of Zone Public Hearing to July 5, 2022

Staff is requesting a continuance of the public hearing for The Flats at Lupton Village Change of Zone to July 5, 2022. This request is to allow time for the Planning Commission public hearing for this project to take place. The Planning Commission public hearing was initially scheduled for June 9, 2022. However, due to lack of quorum, the June 9th Planning Commission meeting was cancelled. The Planning Commission public hearing for this project will be held on June 23,

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2022.

It was moved by Carlos Barron and seconded by Claud Hanes to approve the continuance of The Flats at Lupton Village Change of Zone Public Hearing to July 5, 2022. Motion passed unanimously on voice vote.

Memo to Request Continuance of The Flats at Lupton Village PUD Preliminary Plat and PUD Plan Public Hearing to July 5, 2022

Staff is requesting a continuance of the public hearing for The Flats at Lupton Village Change of Zone to July 5, 2022. This request is to allow time for the Planning Commission public hearing for this project to take place. The Planning Commission public hearing was initially scheduled for June 9, 2022. However, due to lack of quorum, the June 9th Planning Commission meeting was cancelled. The Planning Commission public hearing for this project will be held on June 23, 2022.

It was moved by Zo Stieber-Hubbard and seconded by Claud Hanes to approve the continuance of The Flats at Lupton Village PUD Preliminary Plat and PUD Plan Public Hearing to July 5, 2022. Motion passed unanimously on voice vote.

ACTION MEMORANDUM

Memo to Request Continuance of The Flats at Lupton Village PUD Final Plat and PUD Plan Public Meeting to July 5, 2022

Staff is requesting a continuance of the public hearing for The Flats at Lupton Village Change of Zone to July 5, 2022. This request is to allow time for the Planning Commission public hearing for this project to take place. The Planning Commission public hearing was initially scheduled for June 9, 2022. However, due to lack of quorum, the June 9th Planning Commission meeting was cancelled. The Planning Commission public hearing for this project will be held on June 23, 2022.

It was moved by Bruce Fitzgerald and seconded by Valerie Blackston to approve the continuance of The Flats at Lupton Village PUD Final Plat and PUD Plan Public Meeting to July 5, 2022. Motion passed unanimously on voice vote.

AM 2022-101 Approving the SCADA Computer Upgrades at the Waste Water Treatment Plant (WWTP) for an Amount not to Exceed \$35,892 allocated from Waste Water Fund

Staff budgeted \$35,000 in the 2022 Capital Improvements Budget to upgrade the SCADA computer at the Wastewater Treatment Plant. The current SCADA computer is from 2014 and is no longer supported for software updates. A cooling fan has been making noise inside the computer. The current SCADA software has not been updated since 2014 either. This project will update the computer to a server that can serve as a backup to the Water Plant SCADA computer

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also. All SCADA software will be updated and relicensed with the project. Browns Hill Engineering is the SCADA integration company for the city. They know the system and have the backup files for the system. They performed a similar update on the Water Plant SCADA computer system in 2021. Staff anticipates the Project being complete by October 2022.

It was moved by Claud Hanes and seconded by Bruce Fitzgerald to approve the SCADA computer upgrades at the waste water treatment plant ("WWTP") for an amount not to exceed \$35,892 allocated from the Waste Water Fund. Motion passed unanimously on roll call vote.

AM 2022-102 Authorize Work Order for Jacobs (OMI) for CH2M Hill Engineers, Inc. for Maximum Not to Exceed \$499,955.00 for Professional Engineering Services for Design and Permitting of the Water Treatment Plant (WTP) Expansion Project

CH2M HILL Engineers, Inc. (Jacobs Engineering) is the current provider of engineering services for the City Wastewater Treatment Plant, Water Treatment Plant, and Distribution, Collection System repairs, maintenance and operational projects for the City of Fort Lupton. Under the Master Agreement, Appendix J, between the City and CH2M Hill.

The City is in need of professional assistance in developing design drawings, construction management and permitting for the expansion of the City's WTP. The WTP has experienced peak flows in the past 2 summers that are coming close to capacity.

The following are the Tasks that will be performed by CH2M Hill (Jacobs Engineering). Detail of Tasks are on WORK ORDER- CH-2020-4 attached.

- Task 1 – Design phase Project Management
- Task 2 - Colorado Department of Health and Environment Permitting
- Task 3 - 6 Design 10%, 30%, 90% and 100%
- Task 7 - Early procurement / Design packages
- Task 8 - Bidding assistance
- Task 9 - Office Construction Assistance
- Task 10 - Onsite Construction Assistance

It was moved by Bruce Fitzgerald and seconded by Carlos Barron to approve the Work Order for Jacobs (OMI) for CH2M Hill Engineers, Inc. for maximum not to exceed \$499,955.00 for Professional Engineering Services for design and permitting of the Water Treatment Plant (WTP) Expansion Project. Motion passed unanimously on roll call vote.

AM 2022-103 Splash Park Full Site Design & Construction Drawings for an Amount Not to Exceed \$99,364.40 Allocated from the General Fund, Parks Department's Capital Expenditure

The City of Fort Lupton desires to provide the community with an outdoor splash park. This is the second step in achieving this goal. A master plan was completed earlier and this is the next step in the process. A complete site plan with construction drawings will allow the city to be able to

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bid out the project and get more solid cost estimates. The Recreation Department called for a request for qualifications and bid proposal for this project. The evaluation of the proposals was done by the City Engineer and Recreation Center staff. It was the consensus of the group that DHM Design had put the best proposal and qualifications together. They specialize in Splash Park Design. When completed this plan will include all of the documents needed to bid out the splash pad, pumps, playgrounds, walkways, shelters, and restroom facilities. DHM Design was very complete in their proposal.

The proposals were ranked as follows:

DHM Design	first	\$99,364.40
Confluence	second	\$80,485.00
Goodbee & Associates	third	\$66,200.00

It was moved by Bruce Fitzgerald and seconded by Carlos Barron to approve Splash Park full site design and construction drawings for an amount not to exceed \$99,364.40 allocated from the General Fund, Parks Department's Capital Expenditure. Motion passed unanimously on roll call vote.

STAFF

Chris Cross indicated that the ground breaking for the library site was earlier today.

MAYOR/COUNCIL REPORTS

There were no reports from the Mayor or Council.

FUTURE CITY EVENTS

June 21, 2022	City Council Meeting Cancelled
June 28, 2022	Town Hall Meeting, 130 S. McKinley Ave. 6:00 p.m.
July 2, 2022	Independence Day Festival, Fireworks at Dusk
July 4, 2022	City Offices Closed in Observance of 4th of July Holiday
July 5, 2022	City Council Meeting, 130 S. McKinley Ave. 6:00 p.m.
July 8-9, 2022	Citywide Yard Sales
July 12, 2022	Town Hall Meeting, 130 S. McKinley Ave. 6:00 p.m.
July 19, 2022	City Council Meeting, 130 S. McKinley Ave. 6:00 p.m.

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July 26, 2022

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

Executive Session

It was moved by Carlos Barron and seconded by Valerie Blackston to move into Executive Session at 6:22 p.m. "To determine positions relative to matters that may be subject to negotiations, develop a strategy for negotiations, and/or instruct negotiators, pursuant to C.R.S. § 24-6-402(4)(e)." Intergovernmental Agreement for New Facility. Motion passed on voice vote. The following moved into Executive Session Mayor Pro Tem Chris Ceretto, Councilmembers Valerie Blackston, Claud Hanes, Carlos Barron, Bruce Fitzgerald, City Attorney Andy Ausmus, City Administrator Chris Cross and Finance Director Leann Perino. Mayor Zo Stieber-Hubbard and Councilmember David Crespino participated remotely.

The Executive Session ended at 7:37 p.m. and the Special Meeting reconvened.

ADJOURNMENT

The meeting adjourned at 7:37 p.m.

Submitted by,



Maricela Peña, City Clerk



Approved by City Council



Zo Stieber-Hubbard, Mayor