

**RECORD OF PROCEEDINGS**  
**FORT LUPTON CITY COUNCIL/ENTERPRISE BOARDS**  
**January 21, 2020**

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, January 21, 2020. 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, Council Members Shannon Rhoda, Chris Ceretto, David Crespín, and Michael Sanchez. Also present were City Administrator, Chris Cross, City Clerk, Mari Peña, City Planner, Alyssa Knutson, Public Works Director, Roy Vestal, Chief John Fryar and City Attorney Andy Ausmus. Bruce Fitzgerald joined the meeting as Councilmember at 7:10 p.m., after approval of his appointment.

**PERSONS TO ADDRESS COUNCIL**

There was no one to address the Council.

**APPROVAL OF AGENDA**

It was moved by Chris Ceretto and seconded by Michael Sanchez to approve the Agenda as amended with the following change under Action Memorandum; placing item 'b' before item 'a' AM 2020-017 Approving a Resolution appointing Bruce Fitzgerald to Fill the Ward III City Council Position Vacancy For A Term Beginning January 21, 2020 And Ending November 2021 and AM 2020-014 Accepting The Bid And Approving The Purchase Of Four (4) Patrol Vehicles For The Police Department For An Amount Not To Exceed 148,717.00 Allocated From The Police Department General Fund. Motion passed unanimously on roll call vote.

**REVIEW OF ACCOUNTS PAYABLES**

Council reviewed the January 21, 2020 payables; there were no questions or comments.

**CONSENT AGENDA**

It was moved by Michael Sanchez and seconded by Chris Ceretto to approve the Consent Agenda as presented with the following items: 01072020 City Council Meeting Minutes, 01142020 City Council Special Meeting Minutes, Approving Resolution 2020R009 A RESOLUTION OF THE CITY COUNCIL OF FORT LUPTON RATIFYING THE MAYOR'S APPOINTMENT OF THE ATTACHED LIST OF CANDIDATES (EXHIBIT "A") TO THE CORRESPONDING ADVISORY COMMITTEES FOR A TERM BEGINNING JANUARY 21, 2020 AND ENDING DECEMBER 31, 2021 (AM 2020-15), Approving Resolution 2020R010 A RESOLUTION OF THE CITY COUNCIL OF FORT LUPTON RATIFYING THE APPOINTMENT OF KATHLEEN KVASNICKA BY THE MAYOR TO SERVE AS A REGULAR MEMBER ON THE PLANNING COMMISSION FOR A TERM BEGINNING JANUARY 21, 2020 AND ENDING JANUARY 21, 2023 (AM 2020-018), Approving

**RECORD OF PROCEEDINGS**  
**FORT LUPTON CITY COUNCIL/ENTERPRISE BOARDS**  
**January 21, 2020**

Resolution 2020R011 A RESOLUTION OF THE CITY COUNCIL OF FORT LUPTON RATIFYING THE APPOINTMENT OF THOMAS MEYERS BY THE MAYOR TO SERVE AS A REGULAR MEMBER ON THE PLANNING COMMISSION FOR A TERM BEGINNING JANUARY 21, 2020 AND ENDING MAY 21, 2021 (AM 2020-019), Approving Resolution 2020R012 A RESOLUTION OF THE CITY COUNCIL OF FORT LUPTON APPROVING THE REAPPOINTMENT OF DONNA CORSENTINO WALKER AS A MEMBER OF THE HISTORIC PRESERVATION BOARD FOR A THREE YEAR TERM BEGINNING JANUARY 21, 2020 AND EXPIRING JANUARY 21, 2023 (AM 2020-020), Approving Resolution 2020R013 A RESOLUTION OF THE CITY COUNCIL OF FORT LUPTON APPROVING THE APPOINTMENT OF MATTHEW DARNELL AS A MEMBER OF THE FORT LUPTON URBAN RENEWAL AUTHORITY, TO SERVE AS A BUSINESS REPRESENTATIVE, FOR A TERM EXPIRING APRIL 18, 2021 (AM 2020-021), Adopting Ordinance 2020-1074 AN ORDINANCE OF THE CITY OF FORT LUPTON, COLORADO AMENDING SPECIFIC PROVISIONS OF CHAPTER 19 METROPOLITAN DISTRICTS, ARTICLE I GENERAL PROVISIONS, SECTION 19-5 PROCEDURES, OF THE FORT LUPTON MUNICIPAL CODE, (AM 2020-024), Adopting Ordinance 2020-1075 AN ORDINANCE OF THE CITY COUNCIL OF FORT LUPTON ACCEPTING THE MP SUBDIVISION PUBLIC RIGHT OF WAY DEDICATION LOCATED IN THE NORTHWEST QUARTER OF SECTION 11, TOWNSHIP 1 NORTH, RANGE 66 WEST OF THE 6TH PRINCIPAL MERIDIAN, BEING PART OF LOT B, RECORDED EXEMPTION NO. 1471-11-2 1AMRECX19-16-0019, WELD COUNTY, COLORADO (AM 2020-028), Approve Service Agreement for Business Internet and Static IP Address at PW Shop Facilities to Comcast Business for an Amount not to Exceed \$228.75 Monthly From Public Works - Shop Services Budget (AM 2020-029), Approval of 2020 Estimated Windy Gap Assessment for an Amount not to Exceed \$20,064.42 to be Paid Out of the Utility Fund (AM 2020-032). Motion passed unanimously on roll call vote.

**PUBLIC HEARINGS**

**AM 2020-016 Approve A Resolution For An Application For A Special Use Permit For Colorado Transmission & Diesel Specialist For A Vehicle Transmission Diesel And Repair Business**

Mayor Stieber opened the Public Hearing at 7:05 p.m. and asked for a description of the proposal. The City Planner, Alyssa Knutson stated that Colorado Transmission & Diesel Specialists has submitted a request for a special use permit for a vehicle transmission, diesel and repair business for a property located at 1021 Denver Avenue. The Property is located north and adjacent to 10th Street and west and adjacent to Denver Avenue. The Property is located within the C-1 General Commercial Zone District. The intent of the C-1 General Commercial Zone District is to provide a zone for concentrated commercial activities normally found in central business districts. Such concentrated business activities develop economic strength and, with proper development standards, create a convenient, compatible pattern of land use.

The C-1 General Commercial Zone District permits auto and truck sales lots, services and repairs subject to the special use review and approval procedures set forth under Section 16-7 of the Fort

**RECORD OF PROCEEDINGS**  
**FORT LUPTON CITY COUNCIL/ENTERPRISE BOARDS**  
**January 21, 2020**

Lupton Municipal Code. A special use review requires a public hearing before Planning Commission and City Council. All notification requirements have been met.

Mayor Stieber asked if anyone from the public wished to speak for or against the proposal, hearing none, Mayor Stieber closed the public hearing at 7:07 p.m.

It was moved by Chris Ceretto and seconded by Michael Sanchez to approve Resolution 2020R014 A RESOLUTION OF THE CITY COUNCIL OF FORT LUPTON APPROVING A SPECIAL USE PERMIT TO COLORADO TRANSMISSION & DIESEL SPECIALISTS TO CONDUCT VEHICLE TRANSMISSION, DIESEL AND REPAIR SERVICES AT 1021 DENVER AVENUE. Motion passed unanimously on roll call vote.

**AM 2020-022 Approving A Resolution For Special Use Permit For A Vehicle Storage Facility Known As Ten Eyck-Campbell Lot 2 Special Use Permit**

Mayor Stieber opened the Public Hearing at 7:07 p.m. and asked for a description of the proposal. The City Planner, Alyssa Knutson, stated that Gregg Ten Eyck and Corrin Campbell, the applicants, have submitted a request for a Special Use Permit for a vehicle storage facility for parking of personal vehicles such as cars, trucks, boats, snowmobiles, trailers, etc. and for commercial storage of boats and RVs. The application also includes a proposed office and covered parking. The site is located approximately a half mile east of County Road 19 and south and adjacent to County Road 24. The use would occur on Lot 2 of the Ten Eyck and Campbell Minor Subdivision. The Ten Eyck and Campbell Minor Subdivision was reviewed and approved by the Fort Lupton City Council on November 18, 2019.

The Property is zoned 'A' Agriculture, which does not list the vehicle storage as a use by right, therefore requires a special use permit.

Kerr McGee submitted a letter received today, therefore a condition of approval has been added to the Resolution stating prior to building perm interfere with lines.

The area is designated as Agricultural and Rural Residential on the Future Land Use Map; the request is appropriate for this area. All notification requirements have been met. Applicant is available to answer any questions.

Mayor Stieber asked if anyone from the public wished to speak for or against the proposal, hearing none, Mayor Stieber closed the public hearing at 7:09 p.m.

It was moved by Shannon Rhoda and seconded by David Crespin to approve Resolution 2020R015 as amended with the condition of approval, A RESOLUTION OF THE CITY COUNCIL OF FORT LUPTON APPROVING THE TEN EYCK-CAMPBELL LOT 2 SPECIAL USE PERMIT FOR A VEHICLE STORAGE FACILITY. Motion passed unanimously on roll call vote.

**RECORD OF PROCEEDINGS  
FORT LUPTON CITY COUNCIL/ENTERPRISE BOARDS  
January 21, 2020**

**ACTION MEMORANDUM**

**AM 2020-017 Approving A Resolution Appointing Bruce Fitzgerald To Fill The Ward III City Council Position Vacancy For A Term Beginning January 21, 2020 And Ending November 2021**

At the November 5, 2019, Regular Election, no qualified applicants submitted a petition to run in the 2019 General Election. The current Councilmember Michael Long's term ended November 2019 and thus created a vacancy in Ward III. On December 4, 2019, Resolution 2019R082 was approved by City Council declaring a vacancy for Ward III and describing the vacancy to be filled by appointment.

It was moved by Chris Ceretto and seconded by Michael Sanchez to approve Resolution 2020R016, A RESOLUTION BY THE CITY COUNCIL APPOINTING BRUCE FITZGERALD TO CITY COUNCIL TO REPRESENT WARD III FOR A TERM BEGINNING JANUARY 21, 2020 AND ENDING NOVEMBER 2021. Motion passed unanimously on roll call vote.

Bruce Fitzgerald took oath to the Councilmember Ward III position and joined the Council.

**AM 2020-014 Accepting The Bid And Approving The Purchase Of Four (4) Patrol Vehicles For The Police Department For An Amount Not To Exceed 148,717.00 Allocated From The Police Department General Fund**

The Police Department is looking to purchase four (4) police patrol vehicles: three Chevrolet Tahoes at \$38,101.00 each with a total of \$114,303.00 and one (1) Ford Explorer from Spradley Barr Greeley at \$34,414.00. The total for all four vehicles is \$148,717.00

It was moved by Chris Ceretto and seconded by Michael Sanchez to accept the bid and approve the purchase of four (4) patrol vehicles for the Police Department for an amount not to exceed \$148,717.00 allocated from the Police Department General Fund. Motion passed with Shannon Rhoda voting 'no' to the motion.

**AM 2020-023 Award Contract To Acklam Inc \$10,650.00 For Design Survey Of Kahil/S Denver Outfall Drainage Project In 2020 Storm Water Drainage Fund**

Acklam has proposed a reasonable fee for the acquisition of topographical, utility and property lines for the areas of Kahil and Lone Pine Park for the Kahil Drainage Improvements Project. The committed response time from Acklam is within three (3) days of contract receipt and notice to proceed.

This data is required to design drainage and street improvements included in the 2020 Storm Water Drainage Fund Budget. Project for this year is construction of an outfall drainage system from South Denver Avenue to Lone Pine Park. Survey work will also be used for street reconstruction project in 2021; the scheduled project construction will start this summer.

**RECORD OF PROCEEDINGS  
FORT LUPTON CITY COUNCIL/ENTERPRISE BOARDS  
January 21, 2020**

It was moved by David Crespin and seconded by Bruce Fitzgerald to award the contract to Acklam In. for \$10,650.00 for design survey of Kahil/S Denver Outfall Drainage Project in 2020 Storm Water Drainage Fund. Motion passed unanimously on roll call vote.

**AM 2020-025 Approval Of The Subdivision Improvements Agreement With Lupton Village One LLC For The Courtyards At Lupton Village PUD**

This Subdivision Improvement Agreement was drafted for the Lupton Village PUD approved by City Council on December 2, 2019. The property is located, west side of South Rollie Avenue, and south of the Salud facility. Improvements are for the construction of water, sanitary sewer main extensions and storm drainage system improvements. Also included are completion of S. Rollie Avenue road sections adjacent to the subdivision. Approximate cost of this agreement for construction is \$696,617.00 which includes a 10% contingency.

It was moved by David Crespin and seconded by Chris Ceretto to approve the Subdivision Improvements Agreement with Lupton Village One LLC for the Courtyards at Lupton Village PUD. Motion passed unanimously on roll call vote.

**AM 2020-026 Approve Change Order To JBS Pipeline Contractors For An Amount Not To Exceed \$86,809 From Utility Funds, Water Line Budget**

JBS Pipeline Contractors was awarded 2 schedules of the pipes project on October 21, 2019 for \$302,499.00. This covered the WTP reservoir connection to the plant (Schedule 1) and replacing a troublesome sanitary sewer line in Broadway (schedule 2). Schedule 3 is correcting the water line in the alley of Valle Drive to relocate from under a garage structure on South Fulton Avenue.

Schedule 1 was completed in December and Schedule 2 is scheduled for completion beginning of February. Schedule 3 is expected to begin beginning of February with completion in March.

Project funding is from the Miscellaneous Water Line and Valve Repair line items in the Utility fund; Misc Water Lines - \$60,000.00 and Valve Repair - \$26,809.00.

It was moved by Chris Ceretto and seconded by David Crespin to approve the Change Order to JBS Pipeline Contractors for an amount not to exceed \$86,809 from Utility Funds, Water Line Budget. Motion passed unanimously on roll call vote.

**AM 2020-027 Award Contract For Nonpotable Pump House Engineering Services To Murraysmith For An Amount Not To Exceed \$95,577.00 Allocated From The Water Sales Tax**

The nonpotable pressure line was designed and constructed by Tri State for use by them. The original agreement was the City would own the infrastructure and they would maintain it. Tri

**RECORD OF PROCEEDINGS**  
**FORT LUPTON CITY COUNCIL/ENTERPRISE BOARDS**  
**January 21, 2020**

State no longer relies on the well system for primary process water use. The City is taking over maintenance responsibility of this system. The City has a new water customer on the line (Olson's Greenhouse) with future connections to adjacent developments.

Pump house design and operations exceeds City staff technical capabilities. We need assistance to evaluate the existing system components and strategize alterations to supply Olson's with adequate pressure for their needs and expectations. Additional design options are required for future use as irrigation development use.

Murraysmith provides an interim solution to provide adequate service to Olson's Greenhouse. This design effort will provide for an operational system for our nonpotable well irrigation system to serve Mountain Sky and Cottonwood Greens developments.

It was noted that the AM had a typo on Page 1 of the summary. The AM was corrected to replace 'Utility Fund' with "Water Sales Tax."

It was moved by Bruce Fitzgerald and seconded by David Crespin to award the contract for nonpotable pump house engineering services to Murraysmith for an amount not to exceed \$95,577.00 allocated from the Water Sales Tax. Motion passed on roll call vote.

**AM 2020-030 Accepting A Proposal From Musco Sports Lighting To Purchase And Install Lighting Equipment For Pearson Park For An Amount Not To Exceed \$786,672.00**

The staff has looked into purchasing and installing new lighting at Pearson Park after the collapse of the light pole last summer. The pole was completely rotten in the middle and the staff is very concerned that the remaining poles are in similar shape do to the high water table in the area. Musco Sports Lighting is a member of Sourcewell (contract number 071619-MSL) that allows for discount pricing. This would replace all of the existing wooden poles and replace them with galvanized steel poles and guaranteed light levels of 30 foot candles infield and 20 foot candles outfield. The warranty for the products is for services that cover materials and onsite labor, eliminating 100% of the city's maintenance cost for 25 years. Mucso Sports Lighting has agreed to drop the amount to \$776,672 providing for a \$10,000 discount.

It was moved by David Crespin and seconded by Chris Ceretto to accept a proposal from Musco Sport Lighting to purchase and install lighting equipment for Pearson Park for an amount not to exceed \$776, 672. Motion passed on roll call vote.

**AM 2020-031 Approving A Renewal Of The Coyote Creek Agreement With Toro NSN For Computer Software And Equipment For An Amount Of \$212 Per Month For A Three Year Agreement**

The existing support contract is expiring and needs to be renewed in order to cover the brand new Irrigation Central Control System. The agreement gets support to the irrigation system 24 hours/day 365 days/year and allows for Toro to upgrade software as it becomes available. The proposed agreement is 3 years in length, making monthly payments at \$212/month.

**RECORD OF PROCEEDINGS**  
**FORT LUPTON CITY COUNCIL/ENTERPRISE BOARDS**  
**January 21, 2020**

It was moved by Michael Sanchez and seconded by Bruce Fitzgerald to approve the renewal of the Coyote Creek Agreement with Toro NSN for computer software and equipment for an amount of \$212 per month for a three year agreement. Motion passed unanimously on roll call vote.

**STAFF REPORTS**

Chief Fryar indicated that he submitted his monthly report to the Council.

The City Administrator congratulated Bruce Fitzgerald on his appointment.

**MAYOR/COUNCIL REPORTS**

The Mayor thanked the applicants for submitting applications to the Council for Ward 3. She welcomed Bruce Fitzgerald as Councilmember.

**FUTURE CITY EVENTS**

January 20, 2020	City Offices Closed in Observance of Martin Luther King Jr. Day
January 28, 2020	Town Hall Meeting, 6:30 p.m. at 130 S. McKinley Ave.
February 4, 2020	City Council Meeting, 7:00 p.m. at 130 S. McKinley Ave.
February 11, 2020	Town Hall Meeting, 6:30 p.m. at 130 S. McKinley Ave.
February 17, 2020	City Offices Closed in Observance of Presidents Day
February 18, 2020	City Council Meeting, 7:00 p.m. at 130 S. McKinley Ave.
February 25, 2020	Town Hall Meeting, 6:30 p.m. at 130 S. McKinley Ave.

**RECORD OF PROCEEDINGS**  
**FORT LUPTON CITY COUNCIL/ENTERPRISE BOARDS**  
**January 21, 2020**

**ADJOURNMENT**

Mayor Stieber moved to adjourn the meeting at 7:37 p.m.

Respectfully Submitted,

---

Maricela Peña, City Clerk

Approved by City Council

---

Zo Stieber, Mayor

DRAFT