



Meeting Agenda

4:30 – 6:00 PM, Wednesday February 2, 2022 Remote Zoom Meeting

UEB Zoom Meeting access link:

<https://us02web.zoom.us/j/83201655355?pwd=UVY3ODk0ZEhuc1pBWlJlVQmJSdDJVdz09>

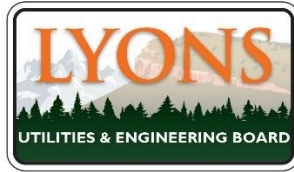
Password: 972968 (New security feature may be required in future)

Or call: +1 346 248 7799

Meeting ID: 832 0165 5355

Password: 972968

1. Amendments to Agenda
2. Approve Minutes from January 19, 2021
 - a) See following content
3. Audience Business
4. Upcoming Meetings
 - Colorado Association of Municipal Utilities (CAMU) business meeting 5 Feb Fountain, CO
5. Updates
 - a) Board of Trustees – Mike Karavas
 - b) Staff, Engineering – Aaron Caplan
 - c) UEB Chair – Jim Kerr
 1. The link to the Lyons Construction Design Manual being discussed the last couple of meetings is here: <https://www.townoflyons.com/151/Construction-Design-Manual>
 - d) Member Updates
6. Election of UEB Officers
7. Solar Farm and Battery Storage Status
8. St Vrain Market Referral Request – Comments due 9 Feb



UEB Meeting Minutes, January 19, 2022

Meeting Time and Location: Began at 4:30pm. Held remote via Zoom meeting.

Attendance: Jim Kerr, Lee Hall, Larry Quinn, Chris Meline, Chris Cope, Mike Jackson

Staff: Aaron Kaplan

Liaison: Mike Karavas, not available

Guests: None

1. Amendments to Agenda

Approved Unanimously

2. Approve Minutes from January 5, 2022

The following change was requested: Page 5, number 9. Aaron wants to reiterate that Lyons is moving toward the Boulder City manual instead of the Boulder County manual.

Approved Unanimously with recommended change

3. Audience Business.

None

4. Upcoming Meetings

a) MEAN meeting tomorrow. May cancel UEB meetings when MEAN meetings conflict in the future.

5. Updates

a) Board of Trustees, Mike Karavas, not available (report by Aaron)

- Board response to Solar, move ahead at Bohn Park. Need to change Parks and Open Space Zoning after approved by PCDC and BOT.
- Expect revenues to exceed expenses for 2021 including Summit Housing but may need to take out when looking at utility funds. Want 3 month reserves on water and sewer funds to pass town audit.

b) Staff, Engineering. Aaron Kaplan

✓ 18 Jan BOT utility update:

<https://www.townoflyons.com/AgendaCenter/ViewFile/Item/9702?fileID=19921>

Discussion:

- Gave ok for removal of pipeline in St. Vrain Creek by Longmont in cost sharing agreement about \$30K. Boulder County agreement that Lyons was to remove by 2025.
- Also approved stormwater pipe repair on 4th where Longmont water line crosses again with Longmont cost sharing of \$19K.
- Other older utility questions including capacity of WWTP with new housing and other proposals. Jerry preparing spreadsheet on water processed at the WWTP.
- WWTP had service line leak to lab building which was not being metered.
- Parking lot near WWTP being redone as well as trail and bathroom facilities with drainage improvements.
- Modifications to Broadway are being planned including parking spaces. Giant box culvert goes under Broadway and switches under frontage road to smaller, 3'x5' oval culvert but no changes planned with this project. CDOT has approved and funded this project with town match. Will underground the electric. Multi modal trail from 5th to 2nd along south side of Broadway under CDOT funding.
- Hotel plans to underground electric between 3rd and 4th.
- Will be preparing report on WWTP existing loads, flow and organic.
- Planet Bluegrass wastewater undetermined until building permit application.
- Riverbend has never closed their PUD when rezoned and never completed storm drainage planned. Town said that storm drainage needed to be completed before additional tiny homes.

✓ Additional utility issues on the 18 Jan BOT agenda:

<https://www.townoflyons.com/AgendaCenter/ViewFile/Item/9720?fileID=19898>

c) UEB Chair – Jim Kerr

MEAN voting on 6% raise in rates.

Lyons in there to be approved for solar farm.

May change the 5% solar ceiling in the future and may have MEAN share local solar.

Please attend the Lyons board and commission training.

d) Other UEB Members

None

6. Solar & Battery Storage Facility Next Steps

The following write-up by Aaron was in the packet for the 18 January BOT meeting:

The Town has been offered a grant award in the amount of \$1,000,000 for the Lyons Solar Farm & Battery Storage project. This is a grant under HB21-1253 awarded by DOLA. If the Amendment to the Bradford Homestead Covenant and Agreement is passed, as drafted and signed by the Carroll's, then we have that concern taken care of.

Lyons voters voted 2-to-1 to allow this facility in the location in Bohn Park to the southwest of the Dirt Jump Bike Park. Staff is requesting formal direction from the trustees on whether to proceed with the installation of the solar facility at this location. This site was recommended as the primary location by the CU Denver feasibility study, listed in the ballot question posed to the Lyons voters, and included in the Bradford Homestead Covenant and Agreement.

If so, the next step is to prepare an ordinance to amend the zoning code to allow solar facilities in areas zoned Parks and Open Space. Following that, a request for proposals for design and construction of the project would be advertised. If not, then the next step would be to determine a location for the facilities. Another vote is required by PCDC and BOT to approve zoning change. Town has already voted on site in Bohn Park.

Discussion:

BOT approved acceptance of grant and then it can be 60 days before contract is drawn up by DOLA. Town cannot charge for anything but RFP can be prepared but nothing can be done for reimbursement until after DOLA grant contract is complete. May need two RFPs for solar and battery storage.

Might consider PPA agreements used by Sand Hills and Gunnison relative to sharing costs in conjunction with DOLA grant.

Nikola Power will be asked if battery storage can be rolled into PPA.

Lee Hall will review information from Gunnison County and get additional info as necessary on their project. Jim Kerr will ask for info from Sand Hills.

Agreement with Carrolls signed by Mayor today, was signed by Carrolls earlier.

7. Utility Emergency Preparedness

The following write-up by Aaron was in the packet for the 18 January BOT meeting:

Electric Utility Shutdown

The entire Town electric grid can be shutdown with the push of a button at a location not to be publicly announced. A phone call to N-Line should allow for it to shutdown in less

than 30 minutes. I have asked to review this in case N-Line is not able to make it and there is an emergency need for Town staff to shut down power. We do not have anything in place to isolate different parts of town, but in an emergency, N-Line can come in and cut into lines in areas to do have that type of isolation if needed and then repair.

Discussion:

Who can officially decide to turn off power? Fire Department has role but then the Town Administrator would have to make the call with possible designation.

Town, PVREA and Longmont may need a cooperative agreement on such issues on emergency response. Fire Department should have good mapping of all service areas.

Emergency notification system needs to be clearer, based on grid issues last winter during the Texas freeze.

Water Utility Shutdown

It would seem rare to want to turn off the entire water system. We do have valves at two locations (not to be disclosed for security reasons) where this could be done if that need developed. It would be much more likely to need to isolate certain parts of the system. We do have the ability to close valves at the six pressure reducing vaults isolating sections of town and then we can isolate individual blocks in some instances. The lack of valves having been installed in the past means we cannot isolate every individual block. When we do projects such as the ones at First Ave and Longs Peak we are adding valves to make us capable of shutting down each individual block. We can now turn off just 1st Ave, or Mountain View, Longs Peak, or 3rd Ave between the Cemetery and Longs Peak with the recent valves installed.

Undergrounding Electric

Staff have advised N-Line that the town would like to work with them to develop a capital improvements plan to underground the town's electric system. We have identified initial priorities; lines that go over grasslands, lines that do not have service lines, working from the end of lines backward, working with other projects to add undergrounding, and working with redevelopment projects. We also have Longmont and Poudre Valley REA electric lines that are active throughout town; these would need to be considered as well.

For 2022 we already have plans for undergrounding a portion of the line going up to Longs Peak Drive and have added the lines along Railroad Avenue between 2nd and the fire station with the Longmont.

8. Storm Drainage Manual - Aaron

Following a review of area drainage manuals, the following language is proposed based primarily on City of Boulder:

Please submit

A site plan and/or development plan map of existing and proposed grading, stormwater management and site drainage including:

1. Existing and proposed one-foot contours.
2. Existing waterways on or adjacent to the site, with regulatory wetlands, floodway and 100-year floodplain delineated where present.
3. Location of detention/retention areas and storm sewer infrastructure with the required drainage easements.
4. Existing and proposed drainage channels, stormwater management facilities and detention areas, including tributary areas, drainage facilities and erosion control devices, with nomographs and calculations.
5. Critical spot elevations controlling flowlines for all curbs and gutters, swales and storm drains.
6. On-site detention location, layout and typical design details and materials.
7. Stormwater drainage systems for streets (curbs, gutters and cross-pans, with materials noted).

A certified drainage report including an erosion control study and plan. The purpose of the storm drainage report is to present a conceptual plan for the proposed storm drainage system prior to actual sizing of facilities. The preliminary drainage report shall include, but not be limited to the following:

- a) A map of the watershed in which the development is located with sufficient detail to identify the flow-paths of storm drainage to and from the development to a major drainage way.
- b) Identify nearby irrigation ditches and reservoirs to be affected by storm drainage from the development.
- c) Coefficients and calculations for determining historical and developed flows for the minor (2-year) and the major (100 year) storm.
- d) The storm drainage public improvement plans which shall include:
 1. The drainage area boundary and drainage sub-area boundaries in which the subdivision is located.
 2. Existing and proposed contours at two foot intervals where the average cross slope is less than ten percent and at five foot intervals where the cross slope exceeds ten percent.
 3. Finish grade for all lots and streets indicating flow directions.
 4. Existing drainage facilities and structures including irrigation ditches, roadside ditches, drainageways and culverts.
 5. Proposed drainage facilities and structures including piping and open drainageways, inlets, manholes, culverts and other appurtenances.
 6. The proposed outfall points for runoff from the subdivision.
 7. Routing and accumulative flows at various critical points for the minor and the major storm runoff.

Discussion:

This would be part of construction design manual under stormwater section.
Complete Construction Design Manual referred to on town website. May just improve drainage manual for now.

Check CDPHE design standards for other water and sanitation issues.

Meeting ended: 6 pm. Minutes Submitted by: Larry Quinn

8. St Vrain Market Referral Request – Comments due 9 Feb

Project Description: This project will remove an aging porch and loading dock, deteriorating car wash, improve the pavement adjacent to the building, and construct an addition on the south side of the building of approximately 500 square feet. The Town has received a substantially complete application.

Link to view the application: [St. Vrain Market Addition](#)

One potential issue is with the grease trap:

According to Mark Browning during the Lyons Urban Renewal Authority (LURA) last Thursday the "...St. Vrain Market (SVM) made a presentation for requested URA assistance on some upgrades to that building and property. In the course of the presentation, the owners stated that an old, underground grease trap needed replacing. It was stated to be "grandfathered" currently."

- Can grease traps be grandfathered?
- Does the SVM grease trap comply with Lyons Municipal Code ([LMC](#)) [13-4-160](#)?

An additional note from Mark Browning is as follows:

"It's not clear to me whether the SVM's proposed updating will require site or development plan review. Because of the small square footage of add-ons to the building (or renovation of existing interior spaces), it might be classifiable as a "minor building permit application". However, replacement of the existing grease trap might arguably come under "alteration to water or sewer service". Alternatively, site plan & development plan review is triggered by "alteration of the site that includes ten (10) or more parking spaces reconfigured or added." Added and reconfigured parking is part of the SVM upgrade plan. Those provisions are in [LMC 16-17-20\(b\)](#).

Even if the SVM proposal is determined to be a minor building permit application, this sentence in 16-17-10 would apply: "Minor building permit applications are only subject to review for compliance with the Building Code and other applicable provisions of the Municipal Code as adopted by the Town from time to time." Because the grease trap requirements of [LMC 13-4-160](#) are an "applicable provision of the Municipal Code", that aspect of the proposal would still be subject to compliance review. Anytime a potential high-strength source of BOD is involved (bakeries are such a source due to the amount of oils and sugars used in baking), compliance with applicable Code provisions should be verified."