

TO: **Mayor Rogin and Members of the Board of Trustees**
FROM: **Victoria Simonsen, Town Administrator**
DATE: **May 30, 2024**
ITEM: **Administrator's Report**

ORDINANCE
 MOTION / RESOLUTION
 INFORMATION

UTILITY UPDATES

PRV 4 Replacement

We only received one bid to replace the valves in our pressure-reducing vault known as PRV 4, found underneath the 2nd Ave., Railroad, and Evans intersection. The bid came in at twice what was estimated. We did include the replacement and repair of most of the equipment in the vault because this work will require opening the lid of the vault, which is 10 feet by 8 feet, and having the entire vault open would be the right time to perform any work needed. We will look at reducing the scope of work and going back out to bid.

Vasquez Court Fire Flows

Recent fire hydrant testing along Vasquez Court has indicated fire flows at the top two fire hydrants are not meeting the 1,000 gallons per minute of flow at 20 psi of pressure that is required. Staff had initial discussions with Consor Engineering, who are still under contract for on-call engineering services. They put together a proposal for a feasibility study of options to increase the fire flows. The cost of the feasibility study is \$17,000. Staff did reach out for other proposals and received one that was almost double this cost. \$20,000 was budgeted for work on our pressure-reducing vaults in 2024. There is also \$86,000 remaining of the American Rescue Plan Act (ARPA) Funding. Previous discussions were about using the ARPA for our planned pressure-reducing vault work. This would leave the \$20,000 budgeted to cover this feasibility study. Staff feel this is a priority.

Wastewater Utility Plan

JVA has compiled data from the last three years to understand the wastewater treatment plant's current performance and project its future based on that data. They are starting to evaluate the plant and hope to have a draft wastewater utility plan put together by early July. The final presentation to the trustees is scheduled for the first meeting in August.

Wastewater Treatment Facility Violation

We received notice of a violation of the amount of nitrogen (from ammonia) in the facility's effluent discharge. This regulation limit became more restrictive with our new general permit. Under the old permit, this would not have been a violation.

We are required to test the ammonia at the facility weekly, and the average of these samples must be below the 30-day average limit. In March, the first two samples collected were well below the limit. However, the samples collected in the second half of the month came back elevated, which caused the 30-day average to exceed the permit limit.

Troubleshooting the issue, our facility operator found that the influent load to the two basins was not evenly distributed, causing one basin to be overloaded. After this was corrected, the effluent ammonia returned to normal, and the system was in full compliance for April and is currently tracking to comply for May as well. Since this is the only ammonia violation there has been in recent years, there is currently no follow-up response required with CDPHE.

Lightning Strike at Apple Valley Water Tank

A lightning strike near the Apple Valley Water Tank on May 29th damaged the SCADA equipment used to monitor the level of water in the tank. The water system can operate based on the pressure in the system rather than the water level of the tank. This does cause the pumps controlling the system to turn on and off much more frequently but allows for continued operation without a lot of concern. We believe we found the damaged unit, an AC-to-DC converter. However, we need this converter installed to see if there is further damage. Our operator was hoping to have the new converter installed by the end of the week.

Update on Accepting a Grant from the Colorado Energy Office for Solar Permitting Software

Our RFP for building inspection services only received one proposal from our current building inspector Charles Abbott and Associates (CAA). CAA works with a permitting software called CityTech. Currently, the Town uses an inward-facing, scaled-down version of this software that allows our permit technician to manually enter the data from a building permit application.

A proposal for a cloud-based version of the software would be \$24,000 a year as long as it continues with CAA for building inspection services. If we chose another company but wanted to continue with the software the cost would go up to \$36,000 a year.

The Town was able to secure a grant for \$30,000 over a 3-year period to help offset the cost of implementing the cloud-based software because it would help the Town implement a Solar Permitting Software that the state is pushing to expedite solar building permits.

Staff reviewed the employee savings that might be recognized by not needing to manually enter building permits. Based on the number of building permits the Town receives, the savings do not appear to outweigh the expense, even with the grant savings. Staff received a quote in early 2023 of \$5,000 for different cloud-based software. We will continue to monitor for other options.

COMMUNITY RELATIONS AND PROGRAM UPDATES

- Economic Vitality Commission
 - Revolving Loan Fund (RLF) loans are being paid timely. We had four loans paid off entirely in the past two months, including three of the FIRST loans post-flood, issued between 2014 and 2015 and now fully repaid.
 - EVC and Main St. Board had a mission and vision planning meeting and session in early May. Follow up will be in early June.

- Lyons Main St. Program Manager Kim Mitchell attended the National Main St. Conference with the State of Colorado delegation. This learning experience and staff attendance are paid for by the State Program.
- Staff shared the hotel and 400 Main St. updates from the May 20 BOT meeting with the EVC and Lyons Chamber of Commerce.

➤ Lyons Arts and Humanities Commission (LAHC)

- Work progresses on the LaVern M Johnson statue near the depot. Sculpture is complete, and installation is scheduled for July 24.
- Nearly six public sculptures have been installed locally in the past two months.
- Android Jones and the team will begin designs for the mural along the north side of the town hall building. BOT will see the designs in the coming months. The installation is planned for the Fall of 2024.

➤ Sustainable Futures Commission (SFC)

- The Earth Day Event on Sunday, April 21, was well attended by visitors as well as local booths.
- The Diversion Day Event on Saturday, May 18 diverted the following:
 - i. 785 pounds of Hazardous Household Waste (for Boulder County facility to process)
 - ii. 695 pounds of oil-based paint and 2,425 pounds of latex paint were dropped off and diverted.
 - iii. One 30-yard dumpster of yard waste (limbs, branches, brush, leaves). Fifty-eight (58) residents diverted their yard waste at the event.
 - iv. 1,100 pounds of old bikes, books, skis, outdoor gear, etc. were collected.
 - v. Still waiting on the amount of e-waste and scrap metal

➤ Events

- Lyons Fire Protection District and Wildfire Partners hosted a limb drop-off on Saturday, May 25th, and served 73 residents, some with multiple loads/trips.
- The Summer Concert Series kicks off June 12 with the Denver Municipal Jazz Band. The Denver Municipal Band is the oldest continuous-playing professional concert band in the U.S. It's been in existence since before Colorado was a state and has been performing for the Front Range area for more than a century. Their concert in Lyons is free and paid for by SFCD funding.
- Pride Crosswalk to be painted on June 3 with Pride Event in Sandstone Park on June 15.
- 4th Annual Mountain Blooms Garden Tour is on June 15 from 9 am – 1 pm.

➤ Staff was notified of the next round of Congressionally Directed Spending, which has been forwarded to the next round of funding by Senator Bennet's office for \$1.3 million for sewer interceptor improvements (if awarded in FY 2025). If awarded, the Town match is \$320K

➤ The staff has begun the process of adding a governmental organization page on Facebook. During June, this will begin to be used more with Town social engagement.

➤ Staff plans to begin community engagement efforts for a splash screen to get text notifications during June.

The annual pre-summer staff meeting with Iron Spear Security and Rays River Rental, LFPD, and BCSO was held to prepare for the summer season. The staff and other agencies are ready for the busy summer season in the parks!

The Main Street and parks plantings and mulch application were completed, and irrigation was turned on throughout the town. Seasonal staff have completed the mowing of the dog park, buy-out properties, and public spaces.

Director Cosgrove will be representing the town in the upcoming Restorative Justice sessions being conducted with the juveniles involved in significant graffiti activities last year.

Board and Commission Training: Thirteen people attended the Board and Commission training held on May 29th. Another session will be scheduled soon. Many new members have not had a basic orientation to municipal boards and commissions and their roles and responsibilities.

Broadway Avenue improvements: The project is substantially complete; however, there are a few additional items to complete:

- Stair railing on the south side
- Ped and bicycle symbols painted on the Railroad Avenue section
- Red curb paint and letter stenciling on the north frontage road
- One additional ped push button assembly

Upcoming Events and Meetings

May	30	6:30 pm	PCDC Meeting – Riverbend PUD
June	3	2:00 pm	Pride Crosswalk Painting at 4 th and Railroad Ave.
		5:30 pm	BOT Workshop
		7:00 pm	BOT Regular Meeting
June	10	6:00 pm	PCDC Workshop/Meeting
		6:00 pm	PRC Meeting
June	11	4:30 pm	LAHC Meeting
June	13	6:30 pm	SFC Meeting
June	14	11:30 am	BOT Priority Setting
June	15	9am–1pm	Local Garden Club Tour
		2:00 pm	Pride Events
June	17	5:30 pm	BOT Workshop
		7:00 pm	BOT Meeting

BOT Sign Up for Town of Lyons Table at Summer Concert Series

CONCERT DATE	PERFORMER	BOT MEMBER
June 12	DENVER MUNICIPAL JAZZ BAND	MAYOR ROGIN
June 19	RYAN CHRIS AND ROUGH CUTS	TRUSTEE DATY
June 26	JOE KUCKLA	MPT WILLIAMS
June 26	JOE KUCKLA	TRUSTEE HAMRICK
July 3	LIONEL YOUNG WITH ERICA BROWN	TRUSEE DATY
July 10	COLORADO CONNECTION	TRUSTEE DATY
July 17	CHRIS DANIELS AND THE KINGS	TRUSTEE DELMAN
July 24	SHUCKWAGON BLUEGRASS	TRUSTEE DELMAN
July 31	YO FLACO	MAYOR ROGIN
Aug 7	BONNIE AND TAYLOR SIMMS	MAYOR ROGIN
Aug 7	BONNIE AND TAYLOR SIMMS	TRUSTEE HAMRICK