

TO: **Mayor Rogin and Members of the Board of Trustees**
FROM: **Victoria Simonsen, Town Administrator**
DATE: **October 3, 2024**
ITEM: **Administrator's Report**

ORDINANCE
 MOTION / RESOLUTION
 INFORMATION

CDOT ROW Issue: Two businesses on Main Street were notified to enter a paid lease agreement with CDOT to use the right-of-way in front of their stores for seating. The town met with CDOT personnel and was told that this is a Federal Highway Administration requirement that was waived for several years during and following the COVID-19 pandemic.

Below is the link to CDOT's Right of Way Manual (Chapter 7), which requires leases for outdoor seating in their right of way:

<https://www.codot.gov/business/manuals/right-of-way-manual/Chapter%207%20-%20Property%20Management>

Section 7.1.4 provides the legal authority on which Ch. 7 of the manual is based. Most of the the federal authority pertaining to this issue is found in 23 CFR part 710.

It appears that the patio built on the west side of the St. Vrain Market will be a separate issue between the owner and CDOT.

Vandalism of Public Art: Recently, it was discovered that the bronze feather on the Bell of Renewal had been cut or broken off. The incident was reported to the sheriff's office. Some witnesses reported a group of local youth near the statue on the same day.

US 36 Guardrail Project: CDOT will soon start a guardrail project on US 36 between mile points 12.7 and 14.9 just northwest of Lyons. The project will impact the area's residents and there is a lack of alternate routes. Both morning and evening commutes, school pickup/drop-off, and bus schedules will most likely be impacted. The town will coordinate communication with CDOT to keep the public informed. A Press Release and weekly traffic advisories will be posted.

2025 Proposed Budget Input

The town received over 65 comments on the proposed 2025 town budget via an online survey hosted by the town. Attached is the list of comments for trustee consideration in the budget preparation.

Job Postings for Administrative Assistant / Accounts Payable Clerk and Maintenance Worker I:

<https://www.townoflyons.com/Jobs.aspx?UniqueId=98&From=All&CommunityJobs=False&JobID=Administrative-Assistant-Accounts-Payabl-76>

<https://www.townoflyons.com/Jobs.aspx?UniqueId=98&From=All&CommunityJobs=False&JobID=Maintenance-Worker-I-69>

Grant Updates:

- Staff are preparing an application for a Safe Routes to School (SRTS) grant for sidewalks near/around the elementary school. The grant is due November 1. The maximum grant award is \$1 Million. They have a total of \$7 million to award. Notification would be in March 2025. It requires a 20% match. There is no guarantee of funding, and it is a very competitive grant. They have gone to an even-year grant cycle. The town last applied in 2018 and was awarded in 2019.
- The BRIC applications are on hold for award. Lyons' application was for stormwater design on 3rd Ave.

BOT Town Hall: The trustees hosted a Town hall-style gathering at the Lyons Regional Library on Wednesday, September 25th. Three residents attended. Their comments involved more focus and funding on sustainability efforts in town and interest in the Boulder County Intergovernmental Agreement.

Safe Streets for All:

Improving pedestrian safety continues to be a priority for the Town of Lyons. While the Town is only 1.3 square miles, it is intersected by US-36, SH-7, and SH-66.

This federally funded safety project seeks to identify, understand, and reflect the community's needs and desires for safer streets and access within Lyons. Improvements to traffic operations, pedestrian and bicycle infrastructure, lighting, access to schools and businesses, parking, and streetscape design will be included.

Recommendations will identify future improvements. The Town would like to know the specific areas of concern related to pedestrian safety and our roadways. [Learn more about the project and give your input via a short survey today.](#)

Flood Prevention Ordinance: We have received notice that FEMA has reviewed the Town's adopted ordinance and found it compliant. The new maps and ordinance will go into effect on October 24, 2024.

Town of Lyons Historic Context Report: Pinyon Environmental, Inc. has completed its draft report, which is being reviewed by the Historic Preservation Commission. The report was funded through a State Historical Fund grant and concentrates on themes of settlement, industry, transportation, tourism, social groups, diversity, and cultural history. It will become a tool to support our preservation interests and in pursuing local, state, or national listings.

Employee Benefits Review for 2025: Town staff are comparing and reviewing plans to best meet the needs of our employees and the town's budget. The town is considering Colorado Employee Benefit Trust as our new broker.

IGA Property Tour: The Board of Trustees and one resident toured the properties under consideration for the Boulder County Intergovernmental Agreement regarding Land Planning and Development. Discussions on the IGA will continue during the October 7 and 21st BOT workshops.

DOLA Property Tax Webinar: Finance Director Eyestone attended a property tax webinar hosted by DOLA to educate municipalities on the key components of the newly adopted HB24B-1001. The bill establishes a new local government revenue limit, new assessment rates, and value reductions for residential and non-residential properties. It will start in the 2025 property tax year and will not impact Lyons for our 2025 budget projections. More information can be found on the state website and the CML newsletter.

Clarifier International Peace Site: On September 21, the Clarifier Mosaic Project became an International Peace Site by the World Citizen Peace Organization. An International Peace Site can be an organization, school, home, or community that decides to live out the following Five Peace Actions:

- SEEK peace within yourself and others
- REACH OUT in service
- PROTECT the environment
- RESPECT diversity
- BE a responsible citizen of the world

Highland Ditch and Stormwater Concerns: Highland Ditch is concerned that stormwater runoff from Circle K and Spirit Hound parking lots is depositing petroleum-based chemicals directly into the ditch. We will work with the parties to find other solutions.

PreApp Meeting with Think Generator: Staff held a pre-application meeting with Paul Tamburello and his team to discuss development opportunities at 4652 Ute Highway (south water treatment plant on Hwy 66). They would like to redevelop the lot in three phases, with Phase I including camping, RV camping, glamping, and a reuse of the main building.

Suspicious Activity in the Town of Lyons: On September 15, 2024, at approximately 2:00 p.m., the Boulder County Sheriff's Office received a report of suspicious activity near the intersection of Estes Court and McConnell Drive in the Town of Lyons.

A male, described as white, with a scruffy face and “big belly,” driving a 4-door dark blue midsize SUV, approached two juvenile females running a lemonade stand. This male made small talk with the girls while purchasing lemonade from them. The male appeared to be possibly “grooming” the girls by asking them questions and asking them to dance. When other adults arrived, the male would leave the area but return when the adults were gone.

The Boulder County Sheriff's Office has identified the vehicle; however, the male has yet to be identified. If anyone saw this vehicle and/or the male described, please contact Deputy Rosebrough at Lyons Middle High School or mrosebrough@bouldercounty.gov.

The Boulder County Sheriff's Office recommends that children interact with unknown adults with adult supervision close by. If the conversation or interaction feels strange or uncomfortable, have the children let an adult know and contact the Boulder County Sheriff's Office as soon as possible.

The associated Boulder County Sheriff's Office case report number is: BCSO #24-04786.

Human Remains Found Near the 1000 Block of Blue Mountain Road in Unincorporated

Boulder County: The Boulder County Sheriff's Office was contacted on September 24, about possible human remains in the 1000 block of Blue Mountain Road, also known as County Road 71 North, northwest of the Town of Lyons, in unincorporated Boulder County. Upon arrival, deputies with the Boulder County Sheriff's Office confirmed that the remains found were human.

The death is considered to be suspicious; however, there have no reason to believe there is a threat to public safety. They do not believe this death is related in any way to the other recent death that is being investigated in the Overland Road area.

Due to the condition of the remains, they cannot provide the gender of the decedent. The Boulder County Coroner's Office will identify the victim once positive identification and next of kin notification have been made.

The following agencies have assisted with this investigation: Boulder County Sheriff's Office, Boulder County Coroner's Office, Boulder Emergency Squad, and Lyons Fire.

The associated Boulder County Sheriff's Office case number is: 24-04920.

Boulder County Sheriff's Office and Coroner's Office Host Trunk or Treat Event:

The Boulder County Sheriff's Office and Boulder County Coroner's Office invite the community to the first-ever Trunk or Treat event on Tuesday, October 22, 2024, from 5:00 p.m. to 7:30 p.m.

Bring the whole family to our headquarters at 5600 Flatiron Parkway in Boulder for a night filled with candy, costumes, and community. Kids 12 and under can start their spooky journey through the Sheriff's haunted hallway, collect goodies from our costumed staff, and explore a lineup of emergency vehicles from multiple first responder agencies in our parking lot for a special Trunk or Treat. The adventure continues through the Coroner's Office's spooky hallway, where there will be more treats and fun surprises.

This is more than just a Halloween celebration. It's a chance to learn about traffic and road safety in a fun and engaging way. It's also an opportunity to meet local law enforcement, the Coroner's Office, and public safety staff. This is a free family-friendly event appropriate for kids 12 and under. Wear your best costume, and come join the fun.

Date: Tuesday, October 22, 2024

Time: 5:00 p.m. - 7:30 p.m.

Location: Boulder County Sheriff's Office, 5600 Flatiron Parkway, Boulder

Register: Please register for a time slot for this free event

For registration questions, please contact the Coroner's Office at coroner@bouldercounty.gov. For general questions, please contact the Sheriff's Office PIO Vinnie Montez at vmontez@bouldercounty.gov or call 303-550-3837.

HUD Visit: Content Courtesy of Angelo Dalmacio, Public Affairs Office, HUD Rocky Mountain Region (R8):

As part of the 50th anniversary of the Community Development Block Grant (CDBG) program, on Monday, August 26, 2024, HUD's Rocky Mountain Region (R8) hosted an event in remembrance of the 2013 flood in Lyons, Colorado. The event gathered federal, state, and local leaders to share about the disaster's impact on the town and reflect on CDBG's role in helping the town recover.

"Municipalities have used [CDBG] to address critical and unmet needs, including those for housing rehabilitation, public facilities, infrastructure, job creation, public services, and more," said Rocky Mountain (R8) Regional Administrator Dominique Jackson. "In fact, I am proud to say that CDBG-Disaster Recovery (CDBG-DR) funding was an integral piece of Lyons' recovery efforts."

Attendees also heard from Maria de Cambra, Executive Director of the Colorado Department of Local Affairs (DOLA); Hollie Rogin, Mayor of Lyons; and representatives from the offices of Senators Michael Bennet and John Hickenlooper.

Following the remarks, Lyons Town Administrator Victoria Simonsen delivered a dynamic presentation, complete with immersive photos, videos, and sound effects meant to transport attendees to the scene of the disaster. To complete the presentation, attendees were given a tour of the town on golf carts, as a way to view sites devastated by the flood and subsequently rebuilt through the support of CDBG.

"There are some things that can't be quantified: watching our kids safely walk to school, wading into a healthy river on a hot day, knowing our lights will stay on and our roads won't crumble, and the relief that comes with knowing we're safer than ever before if the river should rise again," said Hollie Rogin, Mayor of Lyons. "We are forever grateful for the CDBG program and the funding that helped our town experience the kind of renewal and recovery that it did in the aftermath of this life-changing disaster."

Communications and Community Relations Update:

- **EVC**
 - EVC hosted the Colorado Main Street staff at the September meeting. EVC/Main St Board did a local "walk shop" with CO Main St to collectively discuss strengths, opportunities, and challenges in our downtown. As a Colorado Main St, we also have access to the Main ST Program's staff architect, who had good ideas.
 - Crafted a Local Preference Purchasing Policy for future review and consideration.
 - Advertisement in Redstone Review regarding supporting our retail, restaurant, and service businesses.

- **Revolving Loan Fund Update**
 - There are currently five loans out. One interested business has reached out this month.
- **SFC**
 - Discussed Budget Requests for 2025, including the potential for a part-time Sustainability Coordinator using a Sustainability Tax Funding Grant from Boulder County. Also discussed was the Time of Use policy regarding the electric rate structure.
 - Published an article in Redstone regarding glass-only recycling container.
 - Staff updated SFC regarding the Diversion Day event on Saturday, October 19, from 9 am – noon.
- **LAHC**
 - The Creative Outlet at Bohn Park art installation finished last month. It is along 2nd Avenue, painted with Trout, and was grant-funded by LCF.
 - The LAHC and Boulder County Arts Alliance were the non-profit beneficiaries of the Lyons Farmette dinner on October 2nd.
 - Staff are finalizing the interpretive sign for the Ute Trail Memorial Sculpture in LaVern Johnson Park.
 - Staff have received notification of Lyons Community Foundation Grant Funding for 2025 for the Public Sculpture Program and Creative Outlet Program.
 - Town Hall and Library Art Shows are scheduled for Wednesday, October 9.
- **Parks**
 - Camping continues to be busy in LaVern Johnson Park, with the warm and sunny weather. Weekends are almost fully booked with tent campers through early October. RV'ers remain at 85-90% occupancy mid-week in September.
 - Parking revenue Year-to-Date through September is up \$11,824 over the same period last year. Approximately 10% more.
 - Staff has received notification of Lyons Community Foundation Grant Funding for 2025 Senior Recreation Programming and Emergency Go-Bags for seniors and those in need.
- **Special Events**
 - Diversion Day is scheduled for Saturday, October 19, from 9 am-noon at the Public Works Facility.
 - Rave to the Grave has a special event permit for LaVern Johnson Park on Saturday, October 19, in the evening.

- The Lyons Spooktacular is planned for Saturday, October 26, with events and games at the elementary school from 4 – 5:30 pm and the Parade at 6 pm.
- Lyons Fire Protection District is hosting a limb drop-off from 8 am-noon on Saturday, October 26, at Public Works. Boulder County Wildfire Partners and sales tax support it.
- The School District is hosting a regional cross-country race on October 24 and 26. Staff worked with the district to host the St Vrain Invitational on September 20 and 21st.
- Staff has received notification of Lyons Community Foundation Grant Funding for the 2025 Summer Concert Series, the 2025 Parade of Lights event, and a Spring Concert Series.

- **Outreach**
 - Safe Streets For All – Open House and Community Input scheduled for Monday, October 21, from 3:30 – 6:30 pm at Lyons Regional Library.
 - The Guardrail Project along US-36 (closer to Pinewood Springs) begins October 14 through mid-December.
 - BOT Summary and Recap Monthly Reports are hosted on the town's website
- [https://www.townoflyons.com/792/Board-of-Trustees-Meeting-Summary-and-Re](https://www.townoflyons.com/792/Board-of-Trustees-Meeting-Summary-and-Recap)
 - Sent nine community-wide eblasts during September, including the BOT recap and notification of the BOT Meetings and Agenda. Also posted to Social Media accounts. All eblasts are stored on the town's website.
<https://www.townoflyons.com/list.aspx?PRVMSG=247>
 - Town Utility Bill Newsletter sent to all utility customers. We also has the entire history and archive hosted online.
<https://www.townoflyons.com/Archive.aspx?AMID=38>

Upcoming Meetings and Events

Oct 3	Drone Show in Bohn after LHS Football Game	
Oct 6	First Sunday in Lyons and Sculpture Tour	12-4 pm
Oct 7	BOT Workshop	5:30 pm
	BOT Regular Meeting	7:00 pm
Oct 8	LAHC Meeting	4:30 pm
Oct 9	Town Hall and Library Art Show	5:30 pm
Oct 10	Boards & Commissions Chairs Meeting	11:30 am
	SFC Meeting	6:30 pm
Oct 11-14	SVVSD Fall Break	
Oct 14	PRV 4 Construction to begin at 2nd and Railroad	
	US Highway 36 Guardrail Project begins	
	HHSC – Bo Co Housing Update	4:30 pm
	PRC Meeting	6:15 pm
	PCDC Meeting	6:30 pm
Oct 15	Ecology Advisory Board Meeting	6:30 pm
Oct 16	Economic Vitality Commission Meeting	8:30 am
	Historic Preservation Commission Meeting	5:30 pm
	Regional Working Group on Homelessness	5:30 pm
	DRCOG Meeting	6:00 pm
Oct 17	LURA Meeting	5:00 pm
Oct 19	Diversion Day	9:00 am
	Rave to the Grave	5:00 pm
Oct 21	Safe Streets For All Open House	3:30-6:30 pm
	BOT Workshop	5:30 pm
	BOT Meeting	7:00 pm

