

**TO:** Mayor Rogin and Members of the Board of Trustees  
**FROM:** Victoria Simonsen, Town Administrator  
**DATE:** November 14, 2024  
**ITEM:** Administrator's Report

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ORDINANCE  
 MOTION / RESOLUTION  
 INFORMATION

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**Water Line Breaks:** There were two water line breaks the week of November 4<sup>th</sup>. One was located on Longs Peak, and the other on Railroad Avenue. Both lines appeared to have shifted a bit and were not appropriately bedded. New bedding and asphalt were installed following the repairs.

**Service Territory Transfer Agreement with Longmont Power & Communication (LPC)** - Staff has received a request for temporary power at 4652 Ute Hwy (Tamburello south side). Spirit Hound Distillers has also reached out about getting an electric connection to the storage building the Town owns, as was discussed in the Lease agreement. Both sites are currently in the Longmont Power and Communication service territory. We also have an annexation application for parcels in LPC territory. Staff received an initial draft agreement from 2011 outlining a possible agreement to transfer areas of LPC territory to Lyons Electric. **Staff plan to continue discussions with Longmont Power and the UEB unless there is direction from the trustees not to.**

**Vasquez Court Fire Hydrant Flows Update** – The hydrants at the top of Vasquez Ct. do not meet the desired 1,000 gallons per minute of flow at 20 psi of pressure. This prevents LFPD from approving building permits that require their approval. We estimate \$500,000 to install a small facility with a pump that could boost the pressure. LFPD has said that if the Town agreed to allow property owners to add individual cisterns on properties in this area, they would access the property to see if a cistern would work to approve building permits. Currently, Indian Lookout Road does not have fire hydrants, and those properties would require a cistern for any building permits to be approved by LFPD. **Staff seeks discussion and direction on this issue.**

**Charge for Paper Utility Bill** – Staff recommends implementing a \$2 monthly charge for anyone who would like to receive a paper utility bill instead of paperless. The Town sends out about 500 paper utility bills each month. Staff reminds residents to go to paperless billing during community outreach via e-blasts and the town newsletter. The \$2 monthly charge would cover the cost of postage, stationery, envelopes, and the utility clerk's time to print and mail the bills. **Staff would like to discuss this as part of the fee schedule in the coming months.**

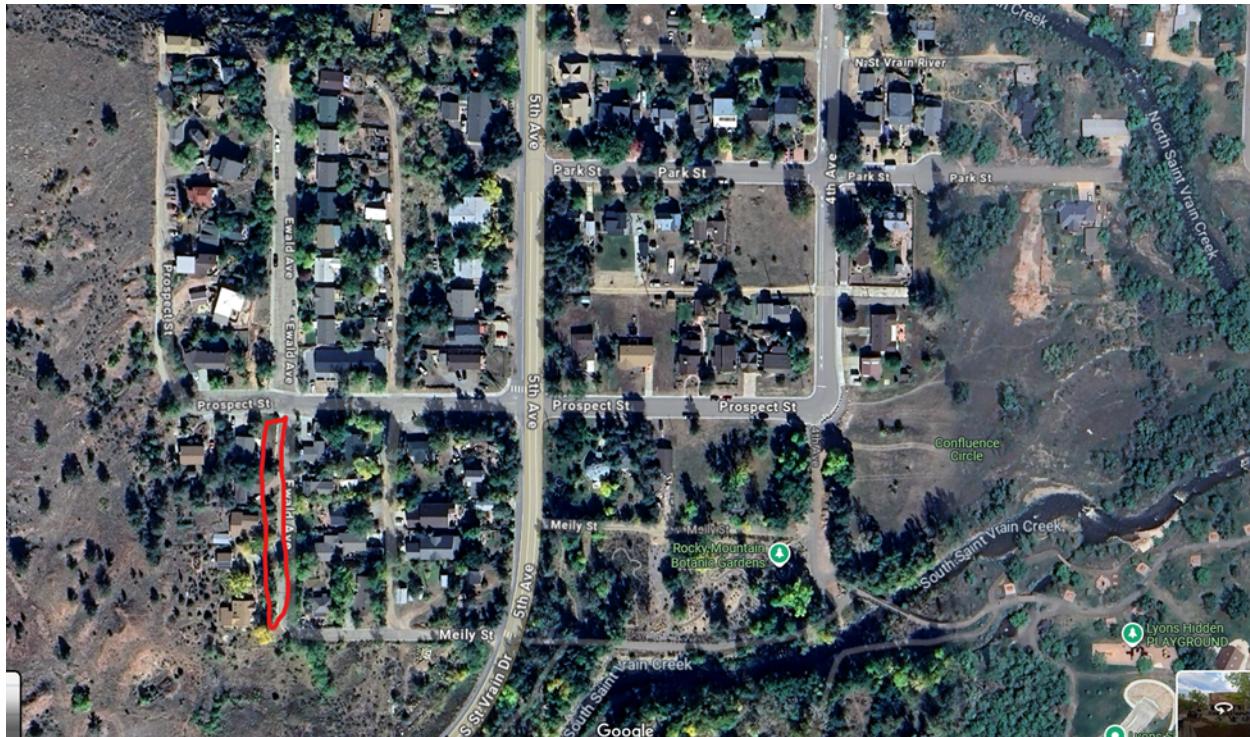
**Community Wildfire Protection Plan (CWPP) Update** – Lyons Fire Protection District (LFPD) received the fire behavior modeling report they contracted to have done. The Watershed Center has completed parcel-level wildfire risk assessments from the sidewalk or street. It will be providing this information to the LFPD to help understand community risk from wildfires. Parcel-level

assessments are a quick overview of the property characteristics that affect wildfire risk and evacuation routes.

The next step is to analyze the modeling and risk assessments, followed by developing a draft version of the updated CWPP. Once a draft version with maps has been developed, outreach for community input will occur. The CWPP core group is planning to meet again in January.

**Electric Undergrounding Project** – One of the residents in the 100 Block of Ewald is looking at undergrounding his electric service line and was talking with his neighbors about undergrounding their service lines. With all of the property owners covering the costs of undergrounding their service lines it would be a good time to underground the distribution line for that block.

This is a location where the properties border Boulder County Parks and Open Space on the West as seen in the photo below. It is the end of the distribution line in that part of Town. It is a relatively smaller project with only a single phase of wire and two poles to remove.



### Parks and Public Works Updates

- Fall tree trimming is still occurring and has yet to be completed at the depot, town hall, and one large tree at Sandstone Park.
- Town Staff is working to prepare for the CIRSA paper and property audits before the end of the month.
- PPW staff will work with a new holiday lighting contractor in 2024/25 in conjunction with staff installations. Holiday lighting will begin with installation the week of November 11.

## **Street Sweeping Beginning Monday, November 18**

### **Please Move Vehicles Off Streets During Sweeping Efforts**

Street sweeping is scheduled for all Town streets beginning on Monday, November 18, between 5-6 a.m. starting on High Street. The goal for Monday, November 18, and Tuesday, November 19, is to complete the North side of town in this approximate order of areas (hitting all streets in between), moving West to East.

- **Eagle Canyon Subdivision**
- **Vasquez Ct.**
- **Vasquez Rd.**
- **Horizon Dr.**
- **Steamboat Valley Road**
- **5th Ave.**
- **4th Ave.**
- **3rd Ave.**
- **2nd Ave.**
- **Mountain View Drive**
- **1st Ave**
- **Kelling Drive**

On Wednesday, November 20, the goal is to begin on Main Street and Railroad Ave. starting at 5-6 a.m., then moving to the South side of Town in the following approximate order of areas (hitting all streets in between), moving East to West:

- **Stone Canyon Neighborhood**
- **Lyons Valley Park Neighborhood**
- **3rd Ave.**
- **4th Ave.**
- **Confluence Neighborhood**
- **Meily St.**
- **Prospect St.**
- **Ewald St.**

Residents' assistance in parking off the street, moving vehicles, and removing debris from the curb would be greatly appreciated while these services are being performed. The contractor will not clean or sweep areas where items are obstructing the roadway.

### **Upcoming Meetings and Events**

Nov 14	Sustainable Futures Commission (SFC) Meeting	6:30 pm
Nov 18	Street Sweeping Begins	
	BOT Workshop on Boulder County IGA	5:30 pm
	BOT Regular Meeting	7:00 pm
Nov 20	Ecology Board Meeting	6:30 pm
Nov 21	Lyons Urban Renewal Authority Meeting	5:00 pm
Nov 25	Planning and Community Development Commission Meeting	6:30 pm
Nov 28	Thanksgiving Day – Town Hall Closed	
Nov 29	Town Hall Closed	
Nov 30	Tree Lighting Ceremony in Sandstone Park	5:00 pm
Dec 2	BOT Workshop	5:30 pm
	BOT Regular Meeting	7:00 pm
Dec 4	Consortium of Cities	6:00 pm
Dec 7	Holiday Artisan Market at Lyons Elementary School	10am-4pm
	Holiday Parade of Lights	6:00 pm
	Drone Show over Bohn Park Following Parade	7:15 pm
Dec 8	Holiday Artisan Market at Lyons Elementary School	10am-4pm