

**Town of Lyons, Colorado  
Board of Trustees  
BOT Agenda Cover Sheet  
Agenda Item No: VII.3.  
Meeting Date: February 18, 2025**

**TO:** Mayor Rogin and Members of the Board of Trustees

**FROM:** Aaron Caplan, Director of Utilities and Engineering

**DATE:** February 13, 2025

**ITEM:** Resolution 2025-12 – A Resolution of the Town of Lyons, Colorado, Approving the First Amendment to the Professional Services Agreement with Charles Abbott Associates for providing Professional Building Services

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☐ ORDINANCE  
☒ MOTION / RESOLUTION  
☐ INFORMATION

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- I. **REQUEST OR ISSUE:** This resolution approves the First Amendment to the professional services agreement with Charles Abbott Associates (CAA).
- II. **RECOMMENDED ACTION / NEXT STEP:** Approve Resolution 2025-12.
- III. **FISCAL IMPACTS:** The Amendment will cost the Town an additional \$24,000 through May 6, 2025. This amendment will be funded through vacancy savings from the Planning position and the Building Inspector position.
- IV. **BACKGROUND INFORMATION:** CAA provides building inspection services for the Town. The Town has hired someone on a temporary basis to see if they will work out as a Town building inspector. Staff would like to extend the current contract with CAA for three months to overlap while we work with our new employee to confirm they are a good fit for the Town and the position.
- V. **LEGAL ISSUES:** None
- VI. **CONFLICTS OR ENVIRONMENTAL ISSUES:** None
- VII. **SUMMARY AND ALTERNATIVES:** None

**PROPOSED MOTION:**

“I move to approve Resolution 2025-12, A Resolution of the Town of Lyons, Colorado Approving the First Amendment to the Professional Services Agreement with Charles Abbott Associates for providing Professional Building Services.”