

TO: Mayor Rogin and Members of the Board of Trustees

FROM: Victoria Simonsen, Town Administrator

DATE: December 31, 2025

ITEM: Administrator's Report

☐ ORDINANCE
☐ MOTION / RESOLUTION
☒ INFORMATION

Electric Utility Updates

Undergrounding Grant - The Town was not awarded the 1 million dollars grant to underground the electric distribution lines from the intersection of Highways 36 and 66 to the Black Bear Hole. Our application included several strengths. The primary weakness was that our outage frequency and duration were less than the state average. While this is a good thing, it means other communities are in greater need. They also advised that this was a very competitive round.

EV Chargers – The new level 3 EV charging stations have been commissioned. Jule is working out some issues with the credit card charging system. The old EV charging station should be removed in the next couple of weeks.

Longmont Backup for Entire Town - Staff, along with a MEAN representative, met with Longmont Power and Communications to discuss whether Longmont Power could provide a backup power connection to the entire Town system. Longmont had previously transmitted WAPA power to the Town via its utility lines, and some of that infrastructure remains in place.

There are concerns about the potentially high cost of standby power for the entire Town, so Longmont will also consider an option for planned emergency power. While this option would only be useful if there were a planned outage, staff felt it would be worthwhile to compare the costs of these two options. Any agreement would be between MEAN and Longmont Power and Communication.

During this time, the option of transferring the service territory was also briefly discussed. The main topic was that allowing individual properties to be transferred to Lyons would not be in Longmont Power's best interest. They will review additional options for the transfer of properties already in Lyons' service territory, as well as the more recent annexations East of the 36/66 intersection.

Water Utility Updates

Ewald Water Line and Fire Hydrant Replacement - The new water line and fire hydrant are completely installed. The new hydrant tested well above the desired 1,000 gallons per minute at 20 psi of pressure.

Lead Service Line Inventory – Over the past two years, the Town has completed the requirements for the new Lead and Copper Rule Revision (LCRR). This included initial verification of when a building was built, a review of building permit records, multiple surveys sent out to

property owners, and finally, a couple of rounds of random sampling around town to expose the lines in the street. No lead service lines have been identified in Town. The last round of sampling location results were submitted to the Colorado Dept of Public Health & Environment, and Lyons should be classified as a lead-free drinking water system by the state.

Apple Valley Old Water Treatment Plant – With the sale of the property complete, staff are working with the new owner to cut the old water line from the plant to our active water line. We are looking at installing a new fire hydrant at that location. Longmont Water has cut and capped the intake line that used to take water from the creek into the plant. That diversion and intake line was transferred to Longmont during the 2013 Water IGA amendments.

Wastewater Utility Updates

Wastewater Facility Modifications - The contractor spent several days at the plant studying all the operations. They requested and received a number of documents and data, and have organized years of SCADA data and begun analysis. They are estimating to have a 30% design by the end of February.

High Strength Waste – The average of Biochemical Oxygen Demand (BOD) and Total Suspended Solids (TSS), two items that contribute to wastewater treatment costs, has continued to trend down. In 2023, the averages for both were in the mid-600 milligrams per liter; in 2024, 500 mg/L; and this year, without December data, they are down to 400 mg/L.

Wastewater Facility Issues - On Dec 30th, the centrifuge stopped working due to a faulty sensor. The manufacturer was reached even though the company was closed for the holidays, and we are waiting to see when the new sensor can be delivered. Until the centrifuge is back in operation, we will need to haul wet sludge rather than dewatered waste. This is probably \$10,000 a week, maybe more. We are also exploring other options if the part cannot be delivered by the end of the week. Staff will have an update at the BOT meeting on January 5th.

Stormwater Utility Updates

Green Stormwater Infrastructure - Staff are working with WaterNow Alliance to finalize the project brief, where WaterNow will provide up to 250 hours of technical and program support over a 6 to 12-month period, free of charge, to Lyons to support their effort to develop the Strengthening Community Resilience Through Green Stormwater Infrastructure Project. This is the project that the board was advised of last spring, for which staff had applied for technical assistance and was awarded.

2nd Ave Stormwater and Street Replacement Loan - We are working through the Project Needs Assessment. This has been a slower-than-expected process.

Flagstone Culvert Between 4th and 5th – We have reached out to History Colorado, as advised by our DOLA representative, to discuss any historic concerns that might need to be resolved before an Energy and Mineral Impact Grant could be awarded.

CDOT ADA Curb Replacement Project

The Colorado Department of Transportation and its contract partner, Goodland Construction, Inc., began their Americans with Disabilities Act curb ramp replacement project. The impacts within the rights-of-way (especially public gardens) are quite significant.

Week of January 5th Plans:

Intersection(s):

- CO 7 at Broadway, Railroad, Prospect, and Meily St.

Work Schedule: Monday-Wednesday between 7:00 am and 5:00 pm

Lane Closures: Single lane closures and shoulder closures at each curb ramp

Community Programs Updates

CTO Grant Opportunity - Staff are inquiring whether the Board of Trustees will support (via a letter to be signed by the mayor) an application from the Colorado Tourism Office for a marketing grant, which offers up to \$20,000 for projects that enhance the visitors' experience and require a 4:1 match.

With a \$5,000 Town cash match included in the 2026 budget, we can leverage a total project value of \$25,000, increasing our capacity for marketing and tourism initiatives. Staff are planning to submit the application, which is due before the next BOT meeting. Our most recent Colorado Tourism Office Grant was \$18,000 for the Wayfinding Plan and Strategy.

Tree & Limb Drop Off

Saturday, January 3, 2026, from 8:30 am - 12:30 pm
4687 Ute Highway | Public Works Facility

The Lyons Fire Protection District, Boulder County Wildfire Partners, and the Town of Lyons are coordinating a **local Christmas Tree (and limb) drop off**. We all realize the wind last week took down several branches and limbs, in town and beyond. As long as the limbs/branches are less than 6" in diameter, you may bring them and/or your Christmas Tree to the drop off. There will be a coffee cart providing free coffee for the first 100 drinks.

This is a perfect time to help any neighbors and/or friends if you have a truck and/or trailer, and to coordinate a limb drop-off with them. This event is open to residents of the Town of Lyons, those in our nearby canyons who live in unincorporated Boulder County, and those in the Lyons Fire and Hygiene Protection District, with Christmas Trees and limbs less than 6" in diameter (this is for the wood chipper that will be on-site). They would appreciate it if you would **please sign up in advance**. Use event #435.

A curbside pickup will be arranged within the town limits for those unable to coordinate drop-off at this free event. The date will be announced once the contractors have finished local cleanup efforts following the wind events.

Lyons Town Hall Closure

Town Hall will be closed on January 1, 2026, for the New Year's holiday. As a reminder, Town Hall hours are Monday - Thursday, 8 am - 4:30 pm, and Friday, from 8 am - noon.

If you have a concern or issue, residents are welcome to reach out via our TextMyGovApp. To use the app, Text "Hi" to 970.972.0972. The software will prompt you to reply with a text to find information or report issues. The prompt is also available on the Town's website.

Glass Recycling in Lyons

By using the glass recycling dumpster for "Glass Only", our community has diverted a combined 31 US Tons of glass. The glass from the Lyons Recycling Center is sent to a sustainable glass packaging company in Windsor, CO, to be returned to the shelf as a bottle in as few as 30 days. This collaboration with the Town of Lyons provides a unique opportunity to advance a more circular glass-recycling economy, as Owens International and Anheuser-Busch each maintain local operations

LAHC and Lyons Creative District Transition

Staff recommends transferring \$1,500 of the 2026 art show budget to the Lyons Creative District to directly manage three of the quarterly art shows scheduled for April, July, and October 2026. As a reminder, the Board of Trustees has allocated a total of \$2,000 for the quarterly Town Hall/Library art shows, with the next show scheduled for January 14, 2026. Staff will manage the payments and check requests for the January 14, 2026, show.

With this approach, staff would like to ensure the LAHC has an opportunity to review this plan as well; their next meeting is January 13.

Transferring the funds is expected to improve efficiency by reducing staff paperwork and allowing the Lyons Creative District to handle expenses, donations, and procurement for food, beverages, and musicians. This shifts quarterly art show management and related fundraising to the LCD.

Portable Sauna Follow Up

Following Board direction from the December 15, 2025, meeting, staff issued and posted an RFP for a portable sauna concessionaire. The RFP was listed on Rocky Mountain BidNet, the Town website, and emailed directly to the Portal Sauna contact who spoke at the December 1 meeting. No bids were received. Staff also noted that the portable saunas previously located just east of Lyons, across from the Town Public Works facility, have since been removed.

Electronic Record Update

The Town Clerk's office has prepared and shipped five pallets of town records to be digitized and prepped for Laserfiche access. This inaugural shipment contains records that will not be returned, but instead will be shredded by the contractor.

Affordable Housing Updates

In December, staff accomplished the following actions related to affordable housing:

- The Finance Department coordinated with Boulder County to receive the \$900,000 AAHT funds
- The Town applied jointly with Nederland for a \$40,000 AAHT Innovation Fund grant with Boulder County to cover the required match for the DOLA grant to support a joint staff Housing Coordinator position. (Should be able to update this today with acceptance/denial)
- Staff met onsite with the engineering team hired by BCHA to further the feasibility study for the Carter Court lots
- Staff met with representatives from Boulder MOD and Habitat for Humanity to discuss placement of Boulder MOD units on the Carter Court lots. There is a high degree of confidence that this is possible. Staff will provide an update to the Board when details are available
- Staff attended a virtual Housing Strategies Peer Exchange with DOLA
- Staff met with other Regional Housing Partnership (RHP) communications subcommittee members to discuss a new communication strategy for RHP
- Staff met with BCHA and Highland Property Management to discuss potential changes to management or potential partnerships for the Lyons Valley Townhomes development
- Staff attended the RHP Quarterly Ambassador Meeting to share achievements in Lyons for 2025.

Upcoming Meetings and Events

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| Jan 1 | | Town Hall Closed for New Year's Day |
| Jan 3 | 8:30 am | Tree Drop at PW Facilities until 12:30 pm |
| Jan 5 | 5:30 pm | Board of Trustees Workshop |
| | 7:00 pm | Board of Trustees Regular Meeting |
| Jan 8 | 6:30 pm | Sustainable Futures Commission Meeting - Library |
| Jan 12 | 4:30 pm | Housing and Human Services Meeting – Library |
| | 6:00 pm | PCDC Meeting at Town Hall |
| | 6:00 pm | Parks and Recreation Commission – Library |
| Jan 13 | 4:30 pm | LAHC Meeting – Library |
| Jan 14 | 5:00 pm | LURA Meeting at Town Hall |
| Jan 15 | 3:30 pm | Student Advisory Commission – Town Hall |
| Jan 19 | | Town Hall Closed for Martin Luther King Day |
| Jan 20 | 6:00 pm | Board of Trustees Workshop |
| | 7:00 pm | Board of Trustees Regular Meeting. |