

**Town of Lyons, Colorado
Board of Trustees
BOT Agenda Cover Sheet
Agenda Item No: IX. 4.
Meeting Date: 03/16/2020**

TO: Mayor Sullivan and Members of the Board of Trustees

FROM: Dave Cosgrove, Director of Parks and Public Works

DATE:03/16/2020

**ITEM: RESOLUTION 2020-45, A RESOLUTION APPROVING THE 2020 THIRD
RENEWAL AND AMENDMENT TO THE INTERGOVERNMENTAL COOPERATIVE
AGREEMENT WITH BOULDER COUNTY AND THE BOULDER COUNTY
SHERIFF'S OFFICE FOR FUNDING A HALF-TIME CREW BOSS POSITION FOR
SUPERVISING TOWN MAINTENANCE PROJECTS**

ORDINANCE
 MOTION / RESOLUTION
 INFORMATION

I. REQUEST OR ISSUE:

Request to renew the Intergovernmental Agreement with Boulder County and the Boulder County Sheriff's Office for funding a half-time crew boss position for the purpose of supervising a Boulder County jail inmate work crew of approximately five workers on Thursdays and Fridays for 26 weeks approximately May through September and November and January.

II. RECOMMENDED ACTION / NEXT STEPS:

Approve Resolution 2020-45

III. FISCAL IMPACTS:

This is a budgeted item for 2020, \$18,000.

IV. BACKGROUND INFORMATION:

For several years the Town of Lyons has been working with Jail Inmate Work Crews through the Boulder County Sheriff's Department to assist the Town with various construction and maintenance tasks. The assistance of these crews has lent critical support to the Town's labor force and resources to complete projects that may have otherwise been difficult to complete.

2017 was the first year in which the Town of Lyons contracted for actual regularly scheduled crews to be here for days certain in order to better prepare and utilize these crews. Per the agreement, the Town had an average crew of 5 workers with the supervision of a Boulder County Sheriff Crew Boss, for two full weekdays (Thursday and Friday) for a total of six months (June 1, 2017 through December 31, 2017) at about the same cost of one .5 FTE (\$18, 000). This is a significant amount of labor hours-16 hours/week x 5 crew members=80 hours x 26 weeks = 2080 hours or the same as one FTE 40 hrs/week for one full year. This allows staff to properly plan for and execute a strategy to complete designated tasks and implement various maintenance plans effectively. The proposed agreement for 2020 again offers an average crew of 5 workers with the supervision of a Boulder County Crew Boss on Thursdays and Fridays for 26 weeks during our peak season (May through September) and for the month of November to assist with Christmas lights (with additional times in January to assist with taking lights down).

With proper planning, direction and specific training on certain projects, Jail Inmate Work Crews assist the Town throughout the year with a variety of routine/seasonal maintenance tasks and other larger projects as needed. The following is a list of tasks that Jail Inmate Crews have or will assist maintenance staff in completing to begin to allow for better delivery of service to the community by permitting regular staff to complete a backlog of higher priority projects. These projects are in no particular priority order:

- 1) Trail construction/maintenance
- 2) Regular weeding of planter beds, Main St., park areas, noxious weeds and other
- 3) Fence installation, repair and maintenance
- 4) Sign installation and maintenance-parks and streets
- 5) Painting of curbs, streets, and other areas
- 6) Clearing of storm drains/pipes
- 7) Clean up of alleys/Right of ways
- 8) Assist with weekly trash removal in parks/downtown-pick up trash in specific areas of town
- 9) Assist with special event set up/tear down-other special event needs
- 10) Assist with inventory
- 11) Cleaning of shop areas/equipment/fleet vehicles
- 12) Assisting staff with moving offices/building furniture
- 13) Moving and organizing files
- 14) Cleaning facilities
- 15) Planting trees/tree maint.
- 16) Building retaining walls/landscaping
- 17) Seasonal Maintenance-planting, edging, pruning, painting, sweeping, clearing gutters/under drains, mulching, raking leaves, shoveling snow, etc.

- 18) Assisting with cleaning shelter areas/power washing
- 19) Assisting with cleaning fire pits, fire places, grills
- 20) Assist with playground surface maintenance
- 21) Assist with sidewalk repair
- 22) Ditch cleaning/repair
- 23) Assist with community clean up days
- 24) Assist with Holiday lights/display/Town banners
- 25) Cold asphalt patching of potholes/streets

Staff fully supports the pursuit of this agreement with Boulder County to assist the Town in its continued effort to delivery better services to the Lyons community

V. LEGAL ISSUES: None.

VI. CONFLICTS OR ENVIRONMENTAL ISSUES: N/A

PROPOSED MOTION: "I MOVE TO APPROVE RESOLUTION 2020-45, THE 2020 THIRD RENEWAL AND AMENDMENT TO THE INTERGOVERNMENTAL COOPERATIVE AGREEMENT WITH BOULDER COUNTY AND THE BOULDER COUNTY SHERIFF'S OFFICE FOR FUNDING A HALF-TIME CREW BOSS POSITION FOR SUPERVISING TOWN MAINTENANCE PROJECTS

Attachments:

1. **THE 2020 THIRD RENEWAL AND AMENDMENT TO THE INTERGOVERNMENTAL COOPERATIVE AGREEMENT WITH BOULDER COUNTY AND THE BOULDER COUNTY SHERIFF'S OFFICE FOR FUNDING A HALF-TIME CREW BOSS POSITION FOR SUPERVISING TOWN MAINTENANCE PROJECTS**