

**Town of Lyons, Colorado
Board of Trustees
BOT Agenda Cover Sheet
Agenda Item No: VIII.1a
Meeting Date: November 6, 2023**

TO: Mayor Rogin and Members of the Board of Trustees

FROM: Cassey Eyestone, Finance Director

DATE: November 1, 2023

ITEM: Resolution 2023-66 a Resolution of the Town of Lyons, Colorado Summarizing Revenues and Expenditures for Each Fund and Adopting a Budget for the Town of Lyons, Colorado, for the Calendar Year 2024

ORDINANCE
 MOTION / RESOLUTION
 INFORMATION

- I. **REQUEST OR ISSUE:** Resolution to Adopt the Town of Lyons 2024 Budget
- II. **RECOMMENDED ACTION / NEXT STEPS:** Approval of Resolution 2023-66 a Resolution of the Town of Lyons, Colorado Summarizing Revenues and Expenditures for Each Fund and Adopting a Budget for the Town of Lyons, Colorado, for the Calendar Year 2024.
- III. **FISCAL IMPACTS:** Yes
- IV. **BACKGROUND INFORMATION:**

Changes to the Budget since presented to the Board of Trustees on October 21, 2023:

- a. Increased revenue in the General Fund and Parks Fund by a total of \$57,000 to account for additional sales tax revenue due to the removal of the sales tax vendor fee in 2024.
- b. Increased expenses in various funds by \$16,200 for salaries, payroll taxes, and benefits to update the cost-of-living increase for multiple positions from 3.0% to 5.0% based on inflation projections from the State of Colorado.
- c. Increased expenses in the General Fund by \$8,000 to increase the staff recognition program.
- d. Increase expenses in the General Fund and Parks Fund by a total of \$40,000 for wildfire mitigation efforts.
- e. Increase expenditures in the General Fund by \$6,600 for various CIRSA insurance policies not included in the draft budget.
- f. Decreased expenses in the General Fund by \$36,760 for Boulder County Sheriff costs. The 0.5 FTE for detective services in Lyons will be decreased to 0.25 FTE in 2024 with the additional 0.25 FTE to be proposed in the 2025 budget.

- g. Increased expenses in the General Fund to add \$40,000 for electronic records management.
- h. Increased expenses in the General Fund and Parks Fund by a total of \$33,000 to pursue an equipment lease for a new backhoe.
- i. Increased expenses in the Electric Fund by \$30,000 for a time-of-use study as requested by the Utilities and Engineering Board.
- j. Increased expenses in the Electric Fund by \$20,000 for an LED streetlight study as requested by the Utilities and Engineering Board.

Additional Information:

- a. All funds currently have a projected fund balance/reserve of more than 3 months of expenditures.
- b. The following funds are using the prior year's fund balances: General \$195,000; Electric \$69,938; Water/Sanitation \$947,737; Parks and Recreation \$84,985. Most of this use will help cover capital expenditures or debt service.
- c. The total 2024 budgeted expenditures for the Town are \$9,443,404. Capital projects and debt service account for \$2,101,081 of total expenditures.
- d. Total operating expenses for the Town are \$6,807,356 (excluding capital outlay and debt service). Personnel costs account for 36% of total operating costs.
- e. The 2024 budget includes an 8.6% increase in staff salaries and benefits attributed to rising inflation/consumer price increase (CPI) and competitive wage needs. Additionally, a 5% increase in insurance costs is estimated for 2024.
- f. The 2024 budget includes a \$50,000 assignment on fund balance: \$50,000 from the General Fund as a set aside for potential claw back and ineligible expenses from flood recovery projects.
- g. A \$150,000 transfer from the General Fund to the Capital Projects Fund has been budgeted to provide funding for capital projects identified in the pavement assessment.

V. LEGAL ISSUES: None.

VI. CONFLICTS OR ENVIRONMENTAL ISSUES: N/A

VII. SUMMARY AND ALTERNATIVES: Summarized above. Alternatives would be to make further adjustments to the specific items and approve at the November 20, 2023, meeting.

VIII. PROPOSED MOTION: "I MOVE TO APPROVE Resolution 2023-66 a Resolution of the Town of Lyons, Colorado Summarizing Revenues and Expenditures for Each Fund and Adopting a Budget for the Town of Lyons, Colorado, for the Calendar Year 2024."