

**Town of Lyons, Colorado  
Board of Trustees  
BOT Agenda Cover Sheet  
Agenda Item No: VI.1a  
Meeting Date: November 18, 2024**

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

**FROM:** Cassey Eyestone, Finance Director

**DATE:** November 14, 2024

**ITEM:** Resolution 2024-98 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 2025

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ORDINANCE  
 MOTION / RESOLUTION  
 INFORMATION

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- I. **REQUEST OR ISSUE:** Town of Lyons 2025 Budget
- II. **RECOMMENDED ACTION / NEXT STEPS:** Approval of Resolution 2024-98, 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 2025.
- III. **FISCAL IMPACTS:** Yes, as noted in the resolution.
- IV. **BACKGROUND INFORMATION:**

Changes to the 2025 Draft Budget since presented to the Board of Trustees on October 23, 2024:

- a. Decreased revenue in the General Fund by \$66,500 to account for the Board's decision not to increase property tax revenue for 2025 and freeze the mill levy at the 2024 level of 15.137 mills.
- b. Decreased capital expenses in the General Fund by \$122,000 to remove the streambank restoration construction grant match since the grant was not awarded.
- c. Increased expenses in the General Fund by approximately \$22,800 for salaries, payroll taxes, and benefits to update a part-time position to a full-time building inspection and code compliance position.
- d. Increased expenses in the General Fund by \$32,000 to add a substance abuse community grant to be paid for by local marijuana tax collected by the Town.
- e. Increase expenses in the General Fund by \$3,000 for Main Street Initiatives to support the Lyons Chamber events.

- f. Increase expenses in the General Fund by \$500 to meet the Redstone Museum total budget request of \$18,500.
- g. Increased expenses in the General Fund by \$6,000 for Boulder County Sheriff Flock camera costs.
- h. Increased expenses in the General Fund to add \$5,000 for an ADU rebate program.
- i. Increased expenses in the Parks and Conservation Trust Funds by a total of \$23,500 to split-fund the expense of the streambank restoration in LMJ Park. Capital projects were re-prioritized to address these safety concerns.
- j. Increased revenue in the Water and Wastewater Fund by \$28,500 to account for a CPI increase in wastewater rates as required by the Town's municipal code.

Additional Information:

- a. All funds currently have a projected fund balance/reserve of more than three (3) months of expenditures.
  - The additions to operating expenses in the General Fund did increase the required reserve for the year, leaving approximately \$19,000 remaining after the reserve requirement is met. This is still sufficient, and it is projected the Town will receive more revenue in 2024 than budgeted, providing additional funds that will roll into the 2025 budget year.
- b. The following funds are using the prior year fund balances: General \$258,485; Electric \$42,305; Water/Sanitation \$210,237; Parks and Recreation \$160,203; Conservation Trust \$28,000. Most of this use will help cover capital expenditures or debt service.
- c. The total 2025 budgeted expenditures for the Town are \$9,507,531. Capital projects and debt service account for \$1,886,837 of total expenditures.
- d. The town's total operating expenses are \$7,116,562 (excluding capital outlay and debt service). Personnel costs account for 36% of total operating costs.
- e. The 2025 budget includes a 3.0% increase in staff salaries and benefits attributed to rising inflation/consumer price index increase (CPI).
- f. The 2025 budget includes a \$50,000 assignment on fund balance: \$50,000 from the General Fund as a set aside for potential clawback and ineligible expenses from flood recovery projects.
- g. A \$100,000 transfer from the General Fund to the Capital Projects Fund has been budgeted to fund capital projects identified in the pavement assessment.

**V. LEGAL ISSUES:** None.

**VI. CONFLICTS OR ENVIRONMENTAL ISSUES:** N/A

**VII. SUMMARY AND ALTERNATIVES:** None.

**PROPOSED MOTION:** "I MOVE TO APPROVE Resolution 2024-98 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."