

# CITY OF LYONS

## 2025 – 2026 Fiscal Year Budget Proposal



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# **WELCOME TO THE CITY OF LYONS!**

Rainbow Over Lyons



Photo Credit: Emily Harris

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# AGENDA

- ❖ Call to Order – by Mayor
  - Pledge of Allegiance
  - Introductions
  - State Revenue Sharing Hearing *(Page 49-52)*
- ❖ Elect Presiding Officer
  - Can be any member of the committee *(Council or Citizen Member)*.
  - Facilitates the meeting.
- ❖ Elect Secretary
  - Can be any member of the committee *(Council or Citizen Member)*.
  - Records minutes of meeting, budget changes etc.
  - Can not be the Budget Officer.
- ❖ Hear budget message – presented by Budget Officer.
- ❖ Review/revise budget documents.
- ❖ Hear and consider public testimony.
- ❖ Schedule an additional meeting, if necessary *(June 3<sup>rd</sup>)*.
- ❖ Approve the budget, and property tax rate to be imposed. *(This action must have the approval of the majority of its members, not just the members present. Council quorum is required, appointed member quorum not required.)*
- ❖ Adjournment

The budget hearing is scheduled for June 24<sup>th</sup> at 6:30 pm at Lyons City Hall. *(The appointed citizen members of the budget committee are welcome to attend the budget hearing but are not required to be present.)*

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# INTRODUCTION

## BUDGET COMMITTEE MEMBERS

### MAYOR

Mike Wagner

### COUNCILORS

Jessica Ritchie

W. Diane Hyde

Amy Thrasher

Eric Gjonnes

### CITIZENS

Cindy Wagner

Jerry Tabler

Jesse O'Dell

Ginger Griffith

Brenda Harris

### BUDGET OFFICER

Micki Valentine

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## PROPERTY

City Hall, 449 5<sup>th</sup> Street



Lyons Public Library, 279 8<sup>th</sup> Street



Lyons City Park, 449 5<sup>th</sup> Street



Freres Park, 13<sup>th</sup> Street



Fox Valley Cemetery, Lyons-Mill City Dr



Shop, 725 N. 13<sup>th</sup> Street



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## **OFFICIALS**

### **CITY COUNCIL**

MAYOR	Mike Wagner	Term expires 12/31/2026
MAYOR PRO TEM	Jessica Ritchie	Term expires 12/31/2026
COUNCILOR	W. Diane Hyde	Term expires 12/31/2028
COUNCILOR	Amy Thrasher	Term expires 12/31/2026
COUNCILOR	Eric Gjønnes	Term expires 12/31/2028

### **CITIZEN BUDGET COMMITTEE**

Cindy Wagner	Position #1	Term expires 12/31/2027
Jerry Tabler	Position #2	Term expires 12/31/2026
Jesse O'Dell	Position #3	Term expires 12/31/2027
Brenda Harris	Position #4	Term expires 12/31/2026
Ginger Griffith	Position #5	Term expires 12/31/2025

### **PLANNING COMMISSION**

Ginger Griffith – Chair	Position #1	Term expires 12/31/2027
Jerry Tabler	Position #2	Term expires 12/31/2026
Ned Holt	Position #3	Term expires 12/31/2027
Mel Hanna	Position #4	Term expires 12/31/2025
Sharon Durbin	Position #5	Term expires 12/31/2026

### **LIBRARY BOARD**

Meg Hebing – Chair	Term expires 6/30/2025
Lyn Medley – Vice Chair	Term expires 6/30/2028
Cathy Griswold	Term expires 6/30/2027
Leslie Tracy	Term expires 6/30/2026
Emma Martin	Term expires 6/30/2028

### **STAFF**

CITY MANAGER	Micki Valentine
CITY CLERK	Vacant
LIBRARY DIRECTOR	Vacant
ASSISTANT LIBRARIAN	Rose Ader
LIBRARY AIDE	Alana Wood
PUBLIC WORKS I – LEAD	Richard Berkey
PUBLIC WORKS II – SEASONAL	Jerry Faber

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## LIBRARY VOLUNTEERS

Karla Grady  
Cathy Griswold  
Meg Hebing  
Denise Holt  
Quinn McKim  
Kaye McNalley  
Lyn Medley  
Bonnie Reid  
Leslie Tracy

## VOLUNTEER HOURS

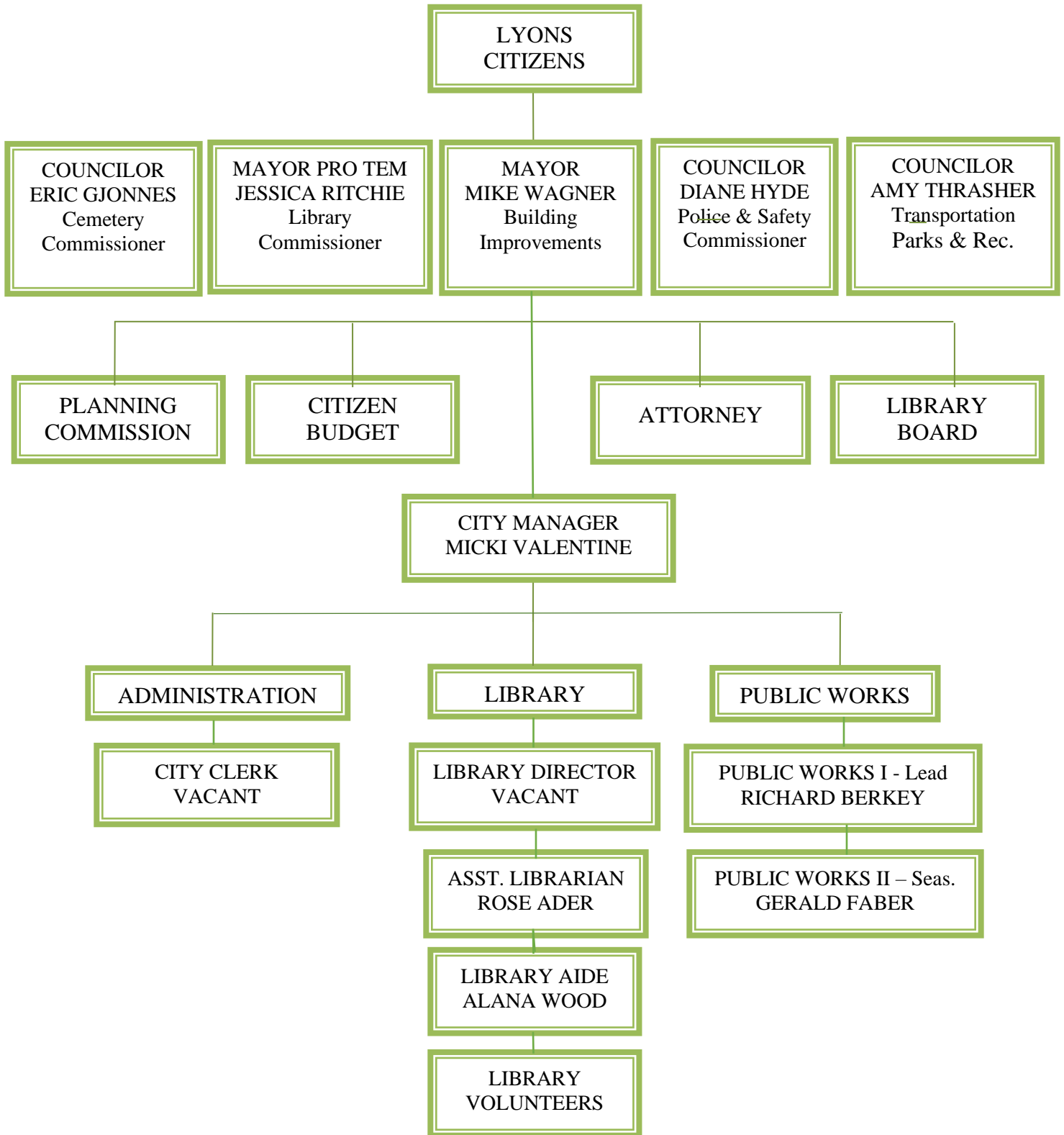
1193hours in 2023 – 2024  
1033 hours 2024 – 2025 as of April 30<sup>th</sup>.



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## ORGANIZATIONAL CHART



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## EVENTS

We had 18 households participate in the 2024 Summer Sun Sale



The next Summer Sun Sale event will be held Saturday, August 16, 2025.

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2024 Holiday Lighting Contest Winner – Wilson Family, 5<sup>th</sup> 948 Street



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# CITYWIDE CLEAN-UP DAY

This event was held Saturday, May 11<sup>th</sup>, 2024. This event is always well attended. This event gives our residents an opportunity to dispose of unwanted items locally. The city covers most of the cost of this event from budget funds. There is a small fee to the residents for tires and e-waste. The hauler donates some of their costs and applies metal proceeds to our cost. This event provides a way for the city to reduce ordinance violations of junk and debris accumulation.

Garbage Collected	20.62 tons
Scrap metal	5.03 tons
Yard Debris	One 40-yard box & One 30-yard box
Tires	17
E-waste	2 items
Refrigerators	4 units

After credits and donations were applied, our total cost for this event was \$3,661.60

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## 2025 CITYWIDE CLEAN-UP DAY

### SATURDAY, MAY 10<sup>th</sup> 9am – 3pm

Location: North 13<sup>th</sup> Street at Freres City Park



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## ELECTION 2024

The General Election was held Tuesday, November 5, 2024

The City of Lyons had three positions up for election.

Mayor 2-year term

The new term began January 1, 2025 and expires December 31, 2026

Mike Wagner was a write-in candidate with the most write-in votes and he accepted the position.

Two Councilor positions 4-year term each

The new term began January 1, 2025 and expires December 31, 2028

Diane Hyde was elected as Councilor.

Mike Wagner was also elected however he vacated this seat to accept the write-in position for Mayor.

Eric Gjonnes was appointed to the vacant Councilor position on February 25, 2025.



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## PROJECTS

A new swing was installed at the Lyons Memorial Park replacing the decaying slide structure.



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A new ADA ramp was installed to allow easier access to the library.



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# BUDGET MESSAGE

Dear Budget Committee,

It is my pleasure to present the proposed operating budget for the City of Lyons for the fiscal year beginning July 1, 2025 and ending June 30, 2026. The main purpose of this budget message is to serve as an introduction and provide an understanding of the proposed budget. The budget is a fiscal plan for the upcoming fiscal year and is prepared under generally accepted accounting standards and procedures, in accordance with Oregon State Law.

This past year our auditor used the Agreed-Upon Procedure (AUP) method to perform the annual audit of our financials. We had one over-expenditure in the American Library Association grant fund when the interest-earned was spent without budget appropriation. Because we used the AUP method, notice to the State was not required.

The proposed budget allows for the continuation of current services. Our current services include street maintenance, parks, stormwater, library, building and planning, cemetery, and provide for police services.

We are working with our contracted engineer to construct a sidewalk and school crosswalk in front of Mari-Linn School. It is anticipated to be completed by the end of September 2025. This project is being funded by an ODOT Safe Routes to School grant and ODOT Bikeways/Walkways grant. We will have no costs unless the project goes over the estimated budget of \$1,900,000.

In the Timberview subdivision, two new homes were built and we are expecting two more in the coming year. In the Quest Subdivision, a building permit has been issued for one new home. The Hawkeye subdivision has two lots available to build on. Two manufactured homes have been placed, one on 14<sup>th</sup> Street and one on 24<sup>th</sup> Street. The Hafner & Brenner properties have been approved for annexation into the city limits.

The current Linn County Sheriff's contract provides for 384 hours per year (32 hrs/month). The sheriff's office is working on a new contract. The projected rates for Lyons will be increased.

## Budgetary Projection for the Law Enforcement Services Contract

<b>Hours Contracted</b>	<b>FY 25/26 Rate per Hour</b>	<b>FY 25/26 Total</b>
384	\$92.62	\$35,566

<b>Hours Contracted</b>	<b>FY 26/27 Rate per Hour</b>	<b>FY 26/27 Total</b>
384	\$97.25	\$37,344

<b>Hours Contracted</b>	<b>FY 27/28 Rate per Hour</b>	<b>FY 27/28 Total</b>
384	\$102.11	\$39,210

## **Budget Changes**

We had one budget adjustment to reflect actual ending balance and transfer amount for the closing of the Library and Cemetery funds.

City Council reviewed and approved to continue the Building Reserve and Equipment Reserve Funds for another ten years.

## **Budget Requests**

- Library: Increase supplies by \$250 and new books by \$500.
- Public Works: Shop heat, insulation, restroom
- Administration:
  - Continue current projects including Safe Routes to School project, crack-fill streets.
  - Renewal of Linn County Sheriff's contract.
  - Additional hours for Public Works to change seasonal position to year-round.
  - Continue to pursue light pole decorations.
  - Add plantings and bark chips in the parks.
  - New website.
  - Replace fencing at the cemetery.
  - Emergency Standby Generator for City Hall.
  - Purchase land for future library, park, community center, shop, sewer system.

## FINANCIAL INFORMATION

The City's monies are held in trusted accounts to maintain a safe and secure financial status.

The City has three accounts with Umpqua Bank including:

1. Non-interest-bearing checking account used for operating expenses and deposits.
2. Money Market certificate for the Rhoda Cemetery Trust.
3. Certificate of Deposit for the Naue Cemetery Trust.

The two latter accounts are donations that are legally required to be held in separate accounts and cannot be spent. The interest earned could be used to fund cemetery maintenance, if needed. They are recorded in the Cemetery Trust Fund.



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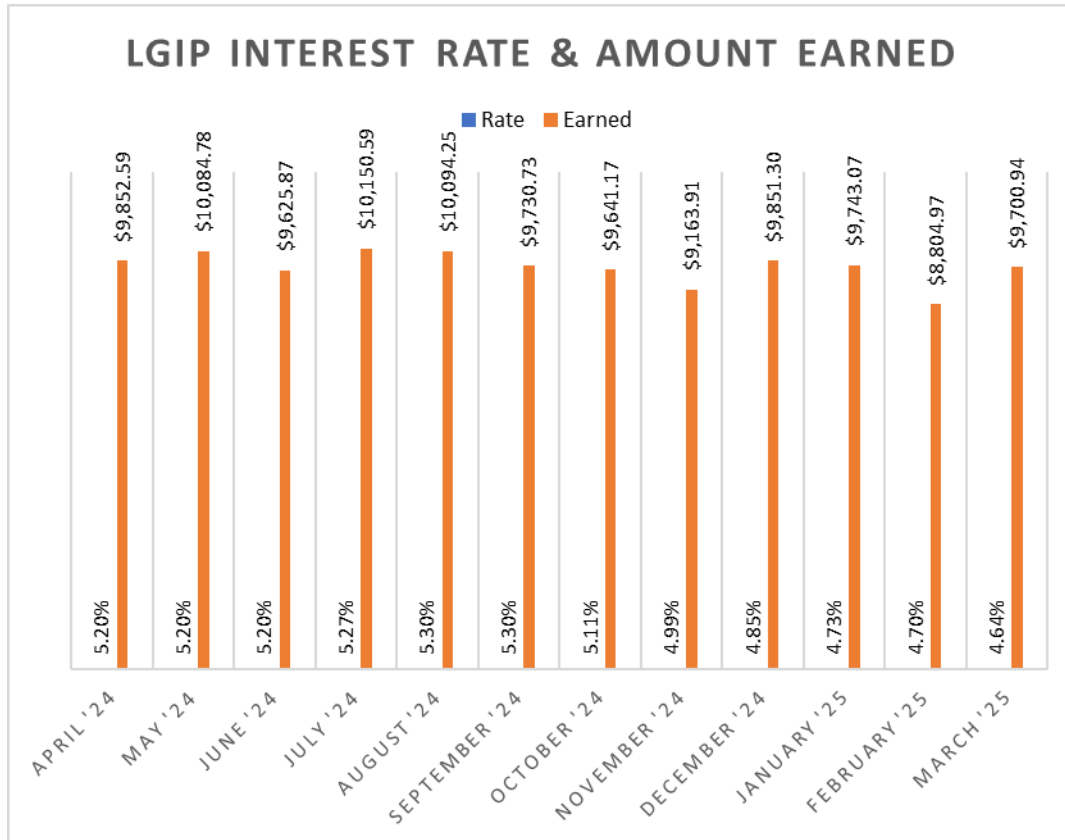
### PETTY CASH

The City keeps a small petty cash balance on hand to pay for items such as fuel for equipment, postage due, and to provide change to those who pay in cash.



## LOCAL GOVERNMENT INVESTMENT POOL (LGIP)

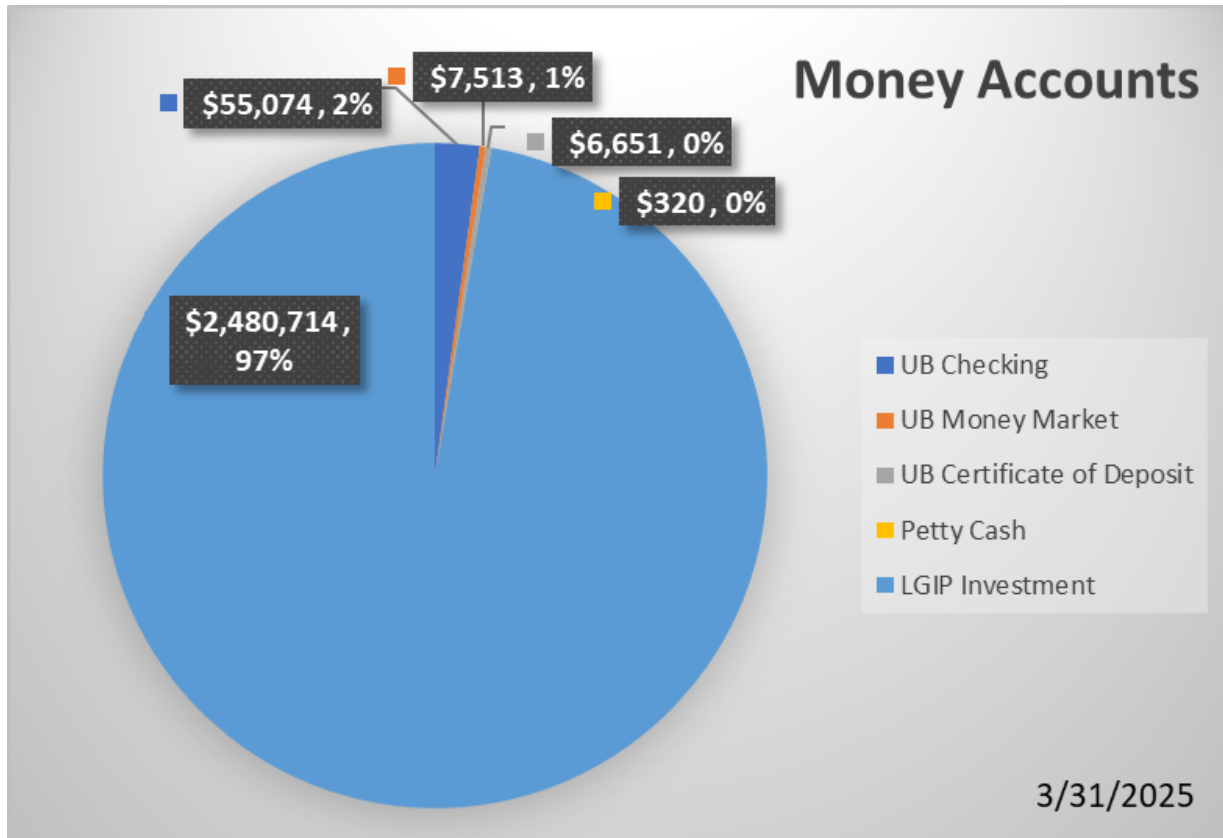
The majority of the City's funds are invested with the Oregon State Treasury's LGIP. The LGIP is the City's interest-bearing investment account. At the beginning of the fiscal year on July 1<sup>st</sup> the interest rate was 5.27%. The rate has steadily decreased since August and is currently at 4.64%. As of March 31, 2025, we have \$2,480,714 invested in the LGIP.





## ACCOUNT BALANCES

As of March 31, 2025, the total amount of funds held by the City of Lyons was \$2,550,272. As described above, the funds are held in separate accounts. This chart shows how the funds are divided among the accounts.



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## FINANCIAL PLAN

The budget document is a financial business plan that shows how the City of Lyons intends to use the money that is received and held in the bank accounts.

### ACCOUNTS THAT HOLD THE MONEY.

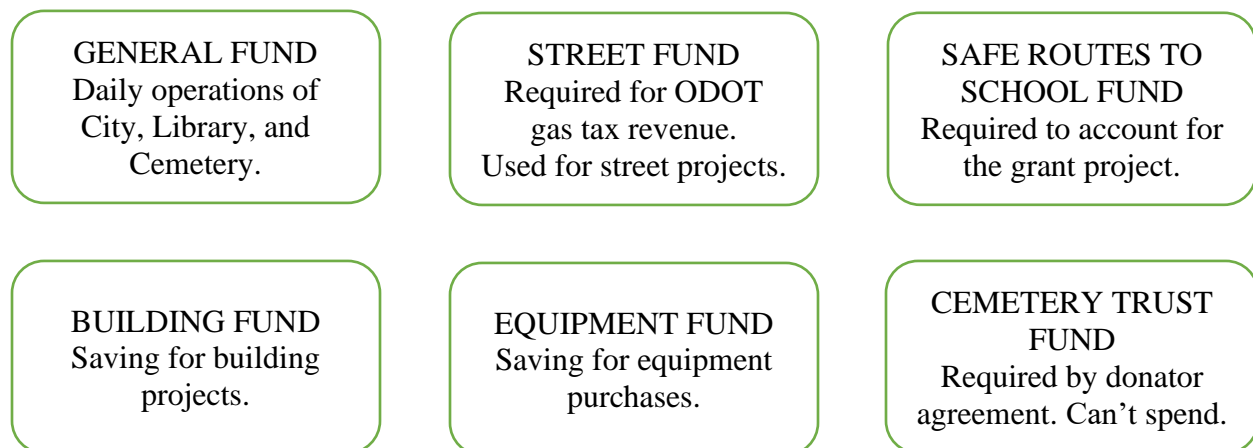
Representation of the accounts that hold the physical money. We receive this money via taxes, interest, state revenue sharing, franchise fees, other fees, and grants.



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### FUNDS USED IN THE BUDGET FINANCIAL PLAN

The budget funds represent the plan on how we intend to use the money that is held in the bank accounts.



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## FUND ACCOUNTING

The City manages its money with the use of fund accounting. Fund accounting is a system used by government agencies to manage their money. It emphasizes accountability rather than profitability.

The City's money is divided between these different funds:

- ❖ **General Fund** –the money in this operating fund is used for the day-to-day operations of the City. This is the fund where most of the City's revenue is recorded, including property tax revenue. Some of this revenue is transferred to other funds for savings for future building projects and equipment purchases.
- ❖ **General Fund – City Services** – the administrative expenses are recorded for the day-to-day operations of the City that are not recorded in other departments or funds.
- ❖ **General Fund – Library Services** – the library expenses are recorded for the day-to-day operations of the library.
- ❖ **General Fund – Cemetery Department** – the cemetery expenses are recorded for the day-to-day operations of the cemetery.
- ❖ **Street Fund** – the money in this fund is set aside for street projects. It is a required special fund to keep track of Oregon gas tax revenue. 1% of the gas tax revenue is used for walkways & bikeways, as required by Oregon State law.
- ❖ **ODOT Safe Routes to School** – A grant fund to track ODOT projects including a sidewalk, sidewalk ramps, and improvement of the school crossing at Mari-Linn School.
- ❖ **Building Reserve Fund** – the money in this fund is set aside for purchase, modification, or repairs of City buildings. It is used to save money for large projects.
- ❖ **Equipment Reserve Fund** – the money in this fund is set aside for purchase, modification, and repairs of City equipment. It is used to save money for large purchases.

- ❖ **Cemetery Trust Fund** – included in this special fund are donations required to keep separate from other funds and is designated for cemetery perpetual care. This money can't be spent. Interest earned may be used for maintenance of the cemetery, if needed.

The following funds were closed because they are no longer needed, or they are accounted for in another fund:

- ❖ American Rescue Plan Fund – Closed
- ❖ Freres Foundation Donation Fund – Closed
- ❖ American Library Association (ALA) Grant Fund – Closed
- ❖ Library Fund – transferred to and included in the General Fund
- ❖ Cemetery Fund – transferred to and included in the General Fund

## PROPERTY TAXES AND THE PERMANENT RATE

As required by Oregon Budget Law, this budget is balanced between total resources and requirements. The City's basis of accounting is Modified Cash Basis of accounting.

To estimate our tax revenue, we use our permanent tax rate, which is **1.8926** per \$1,000 of taxable assessed value. The amount of tax dollars we receive is based on our tax rate times the taxable assessed value of the City. The current year's value is \$114,454,230. A 3% increase of assessed value is added and a discount of 7% is used in the expectation of taxes not to be received due to discounts and failure to pay. Values are based on the 2024-2025 Summary of Assessment and Tax Roll provided by the Linn County Tax Assessor's office. The 2025-2026 actual values assessed will be determined later in the year and may affect tax revenues.

LINN COUNTY TAX SUMMARY		Assessment & Taxes by District		2024-2025	
	Real Market Value	Taxable Value	Total Value to Compute Tax Rates	Maximum Tax Rate	Taxes to be Imposed
<b>LYONS</b>	231,079,673	114,454,230	114,454,230,	1.8926	\$223,115
<a href="https://www.linncountyor.gov/sites/default/files/fileattachments/assessment_amp_taxation/page/2273/tax_summary.pdf">https://www.linncountyor.gov/sites/default/files/fileattachments/assessment_amp_taxation/page/2273/tax_summary.pdf</a>					

<b>2024-2025 Taxable Value</b>	\$114,454,230
<b>3% Increased Value</b>	+ 3,433,627
<b>2025-2026 Est. Value</b>	\$117,887,857
<b>Rate 1.8926/1,000</b>	x .0018926
<b>Maximum Levy Amount</b>	\$223,115
<b>Less 7% Uncollectible</b>	-15,618
<b>Anticipated to Receive</b>	\$207,497

As a reminder, in 1997 Measure 50 was passed to reduce property taxes and control their future growth. This created permanent rates for taxing districts, assigning the rate used at that time. It also reduced assessed values of individual properties and limited annual growth of assessed value to 3 percent. Taxing districts, including cities, can no longer increase their tax rates, even as their needs grow. To fund future needs such as increased police services, new buildings or parks, or a sewer system it may be necessary for the city to request funds through voter approved bonds, grants, or some other funding alternatives. We will continue to face financial challenges with rising minimum wage, increased PERS costs, and annual inflation. We have done an excellent job at cutting our costs, which allows us to save for future building improvements and equipment needs.

## **BUDGET ORGANIZATION**

The budget is organized by fund. Each fund is divided into Resources and Requirements. The funds are:

- ❖ General Fund:
  - City Services
  - Library Services
  - Cemetery Department
- ❖ Street Fund
- ❖ ODOT Safe Routes to School Grant Fund
- ❖ Building Reserve Fund
- ❖ Equipment Reserve Fund
- ❖ Cemetery Trust Fund

The fund expenditures are categorized by object classifications:

- Personnel Services
- Materials & Services
- Contingency
- Capital Outlay
- Debt Service
- Transfers

## **EXPLANATION OF THE BUDGET DOCUMENT**

The budget document consists of budget detail sheets listing resources and expenditures for each fund. The LB-20 lists the resources for the General Fund. The LB-30 is four pages, separated by departments and divided by Allocated and Not Allocated expenses. Allocated expenses are expenses specifically for the department listed. Not Allocated would be an expense shared between different departments within the fund or as designated by the Oregon Department of Revenue.

Each detail sheet is separated by columns with historical information to the left of the descriptive column. To the right are columns for the proposed amounts, approved by the budget committee, and adopted by council for the 2025-26 fiscal year. The council will adopt the budget on June 24<sup>th</sup> during their regular meeting. There will be a budget hearing during this meeting to take comments from the public, prior to adoption. The adopted budget will then be reported to the Linn County Assessor's office by July 15<sup>th</sup>.

More detailed information is provided within classifications including:

- Revenue
- Expenditures
  - Personnel Services
  - Materials and Services
  - Capital Outlay



- Debt Service – *The City has no debt service.*
- Interfund Transfers
- Contingencies
- Special Payments – *The City has no special payments.*
- Unappropriated Ending Balance /Reserved for Future Expenditures

The Classifications are further detailed using line-item descriptions. A list of the descriptions can be found in the appendix. The following are the most notable changes in this proposed budget from the current budget.

## LINE-ITEM CHANGES

### GENERAL FUND RESOURCES

**Resources** (*page 1*) – We start with an increase for Cash on Hand, which is what is anticipated to be the approximate balance carried over from this current fiscal year. Interest is rounded up. The Linn County Building Permit Fees line item is decreased due to them collecting the permit fees. We no longer collect on their behalf. PacifiCorp franchise fees increased. Yondoo and Astound/WAVE continue to decline. Adding a line for Library Fees and Library Grants to account separately for annual reporting to Oregon State Library. Taxes estimated to be received is increased. Total Resources is estimated to be \$1,403,497.00.

Linn County Tax Distributions			
Fiscal Year 2024-2025 to-date			
	Current Taxes	Previous Taxes	Total Rcvd
July 2024			\$ -
August 2024		\$ 746.43	\$ 746.43
September 2024		\$ 678.65	\$ 678.65
October 2024		\$ 170.90	\$ 170.90
November 2024	\$ 16,075.07	\$ 370.01	\$ 16,445.08
November 2024	\$ 28,592.55	\$ 114.29	\$ 28,706.84
November 2024	\$ 99,089.56	\$ 106.45	\$ 99,196.01
December 2024	\$ 41,044.06	\$ 231.80	\$ 41,275.86
December 2024	\$ 4,320.86	\$ 22.64	\$ 4,343.50
January 2025	\$ 3,200.21	\$ 249.88	\$ 3,450.09
February 2025	\$ 1,059.67	\$ 143.59	\$ 1,203.26
March 2025	\$ 4,468.81	\$ 217.99	\$ 4,686.80
April 2025	\$ 722.27	\$ 160.18	\$ 882.45
			\$ -
Totals	<b>\$ 198,573.06</b>	<b>\$ 3,212.81</b>	<b>\$ 201,785.87</b>
Budgeted	\$ 189,118.00	\$ 5,000.00	\$ 194,118.00
Difference	<b>\$ (9,455.06)</b>	<b>\$ 1,787.19</b>	<b>\$ (7,667.87)</b>
Yet to be Received - to meet budget.			

## **GENERAL FUND REQUIREMENTS *(Pages 1-6)***

### **City Services**

**Requirements** (*page 2*) – Personnel expenses are expected to increase because of annual wage increases, including the minimum wage increase. Considering moving seasonal employee to year-round which also increases the personnel expenses. CIS requires we separate Public Works hours by projects for streets, cemetery, parks, building and miscellaneous. These projects fluctuate from year-to-year depending on what tasks need to be done. Worker's Comp is decreased closer to actual amount paid. Payroll Taxes is increased due to combining Admin, Library, and Cemetery into one line item. Health Benefits and PERS are increased due to rate increases. Materials and Services (*Page 6*) Banking fees is increased due to Intuit raising direct deposit banking fees. Insurance rate is anticipated to increase. Election expense decreased. Attorney is reduced. Linn County Sheriff's contract is increased. Clean, Maintenance, Repair of buildings increased due to increased costs of maintenance. Cost of Events is increased. Capital Outlay (*Page 2*) decreased Equipment.

### **Library Services**

**Requirements** (*page 3*) – Personnel expenses are adjusted for pay rate increases. Payroll Taxes will be paid from City Services. Health Benefits and PERS are increased due to rate increases. Materials & Services: Media – Audio, Visual, DVDs is decreased and New Books is placed in its own line, which are increased per budget request. Supplies increased per budget request. Grants is reduced.

### **Cemetery Department**

**Requirements** (*page 4*) – Personnel expenses are adjusted for pay rate increases. Considering moving seasonal employee to year-round which also increases the personnel expenses. Materials and Services: Grounds Maintenance cost increased. Capital Outlay: Cemetery Improvement Projects is increased for possible replacement of arborvitaes and fencing.

### **Not Allocated**

#### **Requirements** (*page 5*)

Transfer Out to Building Reserve Fund is decreased to \$50,000.

## **STREET FUND**

**Resources** (*page 7*) – Cash on Hand is the anticipated beginning balance. Gas Tax revenue is split between Gas Tax and Walkways & Bikeways. ODOT requires 1% of it to be used for improvement of walkways & bikeways. If not used, the funds are to be returned to ODOT.

ODOT Gas Tax			
	Ttl Rcvd	Streets	1% Walkways & Bikeways
May 2024	\$ 7,057.51	\$ 6,986.93	\$ 70.58
June 2024	\$ 8,314.71	\$ 8,231.56	\$ 83.15
July 2024	\$ 8,626.52	\$ 8,540.25	\$ 86.27
August 2024	\$ 7,534.21	\$ 7,458.87	\$ 75.34
September 2024	\$ 7,028.76	\$ 6,958.47	\$ 70.29
October 2024	\$ 8,824.76	\$ 8,736.51	\$ 88.25
November 2024	\$ 7,976.54	\$ 7,896.77	\$ 79.77
December 2024	\$ 8,468.39	\$ 8,383.71	\$ 84.68
January 2025	\$ 8,930.72	\$ 8,841.41	\$ 89.31
February 2025	\$ 8,976.18	\$ 8,886.42	\$ 89.76
March 2025	\$ 8,515.51	\$ 8,430.35	\$ 85.16
April 2025	\$ 7,099.77	\$ 7,028.77	\$ 71.00
Totals	\$97,353.58	\$96,380.02	\$ 973.56

**Requirements** (*page 7*) – Personnel expenses are adjusted for wage increases. Considering moving seasonal employee to year-round which also increases the personnel expenses. Payroll Taxes is moved to City Services. Materials & Services: Walkways & Bikeways is adjusted to include previous unused percentage of the fund. Our auditor has asked for an accounting of previous years. Capital Outlay is increased for street improvement projects.

### **ODOT Safe Routes to School (SRTS) Fund**

**Resources/Requirements** (*page 8*) This fund is used to keep track of ODOT grant funds to cover the Safe Routes to School project. We have received all of the Bike/Ped Funds (\$380,000), which is the 20% match of the SRTS grant, therefore that line item is zero. We have received an initial \$50,000 from SRTS. We have received \$92,604 in reimbursements for engineering and planning expenses. We have spent approximately \$148,098 so far on engineering and planning costs. The LGIP Interest rate is reduced due to anticipating expending all of the funds by October 2025.

### **Building Reserve Fund**

**Resources** (*page 9*) – Cash on Hand and LGIP interest are increased. Transfer In from the General Fund is reduced to \$50,000. Last year's transfer was increased because the previous year had been reduced.

**Requirements** (*page 9*) – Building Improvements is increased as we save money for future projects.

This fund is required to be reviewed at least once every ten years. On April 22, 2025 the Lyons City Council reviewed the fund and determined it is still needed for the acquisition, modification, and repairs of City Buildings. Resolution 607-2025 was approved to continue the fund.

### **Equipment Reserve Fund**

**Resources/Requirements** (*page 10*) – Cash on Hand and LGIP interest are increased. No major equipment purchases are anticipated, saving for future needs.

This fund is required to be reviewed at least once every ten years. On April 22, 2025 the Lyons City Council reviewed the fund and determined it is still needed for the acquisition, modification, and repairs of City Equipment. Resolution 608-2025 was approved to continue the fund.

### **Cemetery Trust Fund**

**Resources/Requirements** (*page 11*) – Cash on Hand is increased which is the anticipated amount that we will have in the fund when the new fiscal year begins. MM, CD, and LGIP interest are increased. Unappropriated Ending Balance is increased. Money in this trust fund cannot be spent. If a need arises in the future, the interest earned could be spent.

### **American Rescue Plan Fund**

**Resources/Requirements** (*page 12*) All funds have been received and spent. This fund was created to account for funds that the city received from the Federal government for the American Rescue Plan to support state, local and tribal government's losses during the COVID-19 pandemic. This fund is closed.

### **Freres Foundation Donation Fund**

**Resources/Requirements** (*page 13*) – The Freres Foundation donated \$30,500 towards the Freres Park picnic shelter project. The project is now complete and funds have been spent. This fund is closed.

### **ALA Library Grant Fund**

**Resources/Requirements** (*page 14*) – The library received a grant from the American Library Association for an ADA improvement project. These funds were used for the installation of a new ADA ramp at the library. The fund is closed.

### **Library Fund**

**Resources/Requirements** (*page 15-17*) – The Library Fund is not required to be kept in a separate fund. This fund is closed. Future expenses will be shown on the Library Services page of the General Fund (*page 3*).

### **Cemetery Fund**

**Resources/Requirements** (*page 18*) – The Cemetery Fund is not required to be kept in a separate fund. This fund is closed. Future expenses will be shown on the Cemetery Department page of the General Fund (*page 4*).

### **Personnel Services Summary**

Oregon minimum wage will increase by 2.4%, effective July 1, 2025. The hourly rate will increase 35 cents per hour from the current rate of \$14.70 to \$15.05 per hour. All employees will receive the 2.4% wage increase. Some wages are rounded up for extra hours, if needed. Public Works 2 is budgeted for year-round parttime.

Position	Annual Hours	Hourly Rate	Monthly	Annual
City Manager	2080	28.38-29.06	\$ 5,041.67	\$ 60,500.00
City Clerk	1200-1248	16.30-16.69	\$ 1,750.00	\$ 21,000.00
Library Director	1200-1248	23.59-24.16	\$ 2,500.00	\$ 30,000.00
Asst. Librarian	480-500	16.30-16.69	\$ 700.00	\$ 8,400.00
Library Aide	300-500	15.05 - 15.81	\$ 666.67	\$ 8,000.00
Public Wrks 1 Lead	1152	18.13-18.57	\$ 1,833.33	\$ 22,000.00
Public Wrks 2	1152	16.01-16.39	\$ 1,583.33	\$ 19,000.00

The Oregon Minimum Wage rate is determined each year based off the Consumer Price Index which was 2.4% on March 30, 2025.

BOLI Minimum Wage Increase Schedule:

<https://www.oregon.gov/boli/workers/Pages/minimum-wage-schedule.aspx>

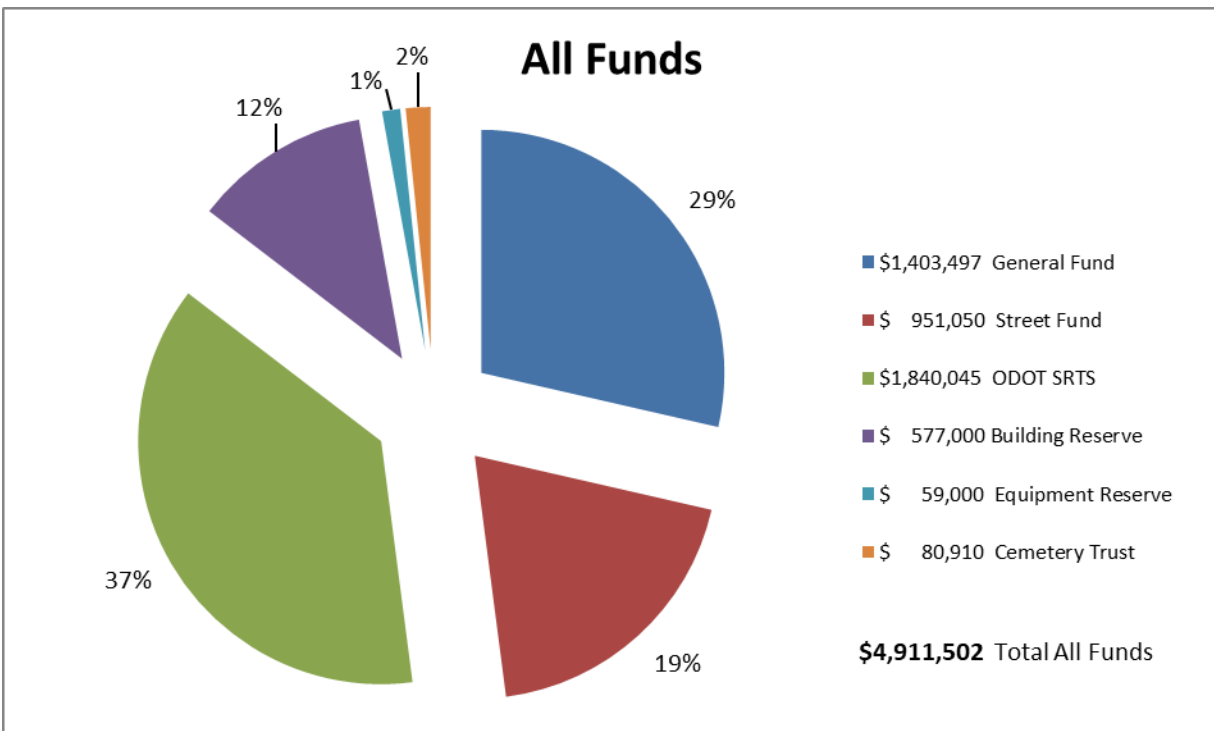
Consumer Price Index:

<https://www.bls.gov/news.release/cpi.nr0.htm>

**PERS** rates will change this fiscal year. Tier 1/Tier 2 rate will decrease to 25.61%, down from 26.53%. We have one employee with this rate. The OPSRP rate will increase to 23.98%, up from 20.47%. We have one employee with this rate. These rates will be in effect through June 30, 2027.



This chart shows the percentage of the budget for each of the funds:



We look forward to working with you and addressing any concerns you may have during the budget review and approval process. Thank you for your time and commitment to assisting with the budget process.

Respectfully,

*Micki Valentine*  
City Manager/Budget Officer

# LINE ITEM DESCRIPTIONS

## GENERAL FUND (Page 1-6)

### GENERAL FUND RESOURCES (page 1)

- **Cash on Hand** is the amount expected to be available at the beginning of the new fiscal year (cash carryover).
- **Transfer In – Library & Cemetery** is the amount from closing the funds and transferring the balances to the General Fund.
- **Previously Levied Taxes** – taxes assessed but not paid when due.
- **LGIP Interest** earned on savings.
- **State Revenue Sharing, Cigarette Tax, & OLCC State Liquor Tax** taxes received from the State of Oregon.
- **Linn County Justice Court** are court fines collected on behalf of the City.
- **Linn County Building Permit Fees** the City's percentage of building permit fees.
- **NSSD Construction Excise Tax (CET)** is the Construction Excise Tax received when a new home is built which is forwarded to the North Santiam School District (NSSD).
- **CCRLS Distributions & Lost Books** received from Chemeketa for library services.
- **Franchise Fees** are received from NW Natural, PacifiCorp, Pacific Sanitation, SCTC/PTC, Yondoo, and Astound/Wave Broadband. This fee is for their use of the rights-of-way.
- **Fees, Licenses, Permits, Fines** are combined to one line item. These items are for such things as business license fee, the city portion of permit fees, land use fees, & copies.
- **Library Fines, Fees, Copies** keeping separate for annual reporting.
- **Cemetery Sale of Lots (2/3)** is the amount received for plot purchases (*1/3 goes to Cemetery Trust Fund*).
- **Sale of Assets** is used whenever the City has surplus property and sells an item to the public.
- **Grants** is for grant money received or expected to be received for general spending purposes. Annually we receive a Summer Reading Program grant and a Youth Benefit Golf Tournament (YBGT) grant. Every two years the City applies for a DLCD G. Young Planning grant to use for general land use planning purposes.
- **Taxes estimated to be received** is the tax revenue we anticipate receiving for the current year (*as opposed to Taxes collected in previous years*).

### CITY SERVICES REQUIREMENTS (page 2)

#### Personnel Services

- **City Manager** Wage 80% of wage.
- **City Clerk** Wage 70% of wage.
- **Public Works 1 & 2** for two positions 34% of wage.
- **Payroll Taxes** covers employer paid taxes including federal and state taxes.
- **PERS** covers the retirement program for eligible employees.
- **Worker's Compensation Insurance** for employees, council, and volunteers.
- **Health Benefits** covers employer provided health benefits.

- **Firemed Memberships** is an ambulance transportation benefit for all employees.
- **Christmas Bonus** each employee receives a \$50 bonus.
- **Payroll Reserve** covers unanticipated payroll expenses.

#### **City Services Materials and Services** *(page 6)*

- **Administrative, Office Supplies** covers such things as paper, pens, background checks, receipt books, binders, paperclips, tape, envelopes, stamps, postage etc.
- **Copier Costs** – Covers the costs of the maintenance agreement for the copy machine.
- **Advertising** for required public notices for meetings, hearings, elections, etc.
- **Banking Fees** covers the costs associated with bank accounts.
- **Audit & Filing Fees** are for charges associated with the audit and filing with the state.
- **Computer Consulting/Purchase/Software** are combined and used for computer related repairs & improvements, the purchase of new computers & peripherals, such as printers or fax machine, renewal of QuickBooks, and software such Microsoft Office.
- **Dues & Subscriptions** is used for annual renewal of newspaper subscriptions and membership association dues such as Oregon Mayors Association (OMA), OR City/County Management Association (OCCMA), and OR Association of Municipal Recorders (OAMR).
- **Insurance** is for property, liability, and fidelity bond insurance, excluding Workers Comp.
- **Utilities** is used to pay for electricity, gas, phone, and security alarm monitoring.
- **Website Hosting** covers the cost of our website.
- **Training/Education/Seminars** pays for employee, mayor, councilmember training.
- **Cell Phone Stipend** is for employees' expense for using their personal cell phone for city business purposes.
- **Mileage Reimbursement** is paid to employees who use their personal vehicles for city business.
- **Election Expense** covers election related expenses.
- **City Attorney** pays for attorney services and code review.
- **City Engineer** is utilized when needed for engineering services such as approving new driveway permits, road and land use actions.
- **Planning Consultant** is used when the city needs assistance with planning services.
- **Linn County Sheriff's Service Contract** is for Enhanced police services. 32 hours per month or 384 hours per year.
- **NSSD Construction Excise Tax** is paid to North Santiam School District - fees that we collect on their behalf and pay to them. This fee is collected when a property owner applies for a building permit to build a new home or an additional bedroom to their current home.
- **Park Expenses** are used to pay for expenses related to parks for clean-up, bark, gravel, playground equipment maintenance, etc.
- **Community Donations & Scholarships** are for donations to activities that benefit the citizens of Lyons, such as student scholarship, youth sports, and toy drive donations.
- **Ordinance Enforcement & Clean-up Day Expenses** are associated with costs incurred for violations of ordinances. Clean-up Day offers citizens the opportunity to remove junk and prevent ordinance violations.



- **Cleaning, Maintenance & Repair of Buildings** includes City Hall, Library, & Shop
- **Maintenance & Repair** of the shop including repairs to tools and equipment.
- **Streetlights** pays for the operation of streetlights within the city.
- **Events** pays for items related to events for such things as supplies, food, awards etc.
- **Reference Publications** covers reference materials such as Public Meetings Law manual.
- **Grant Fulfillment Expense** covers costs associated with grants.
- **Miscellaneous** covers items not categorized elsewhere.

**City Services Capital Outlay** (*page 2*) is used for items or projects that are of significant cost and requires dedicated funds for it.

- **Building Improvements** is for ongoing building improvements such as painting.
- **Equipment** is to be used for the purchase or replacement of equipment.
- **Stormwater Improvements** culverts, ditches, ponds maintenance, cleaning, repair etc
- **Park Projects** for projects in the parks.

### **LIBRARY SERVICES REQUIREMENTS** (*Page 3*)

#### **Personnel Services**

- **Library Director, Assistant Librarian, Library Aide** pays for wages.
- **Payroll Taxes** is covered in City Services
- **PERS** benefit for the library director.
- **Health Benefits** pays for the library director's health benefits.
- **Payroll Reserve** covers unanticipated payroll expenses.

#### **Library Services Materials & Services**

- **Media/Books/Audio – Visual Materials** is for audio and movies, books on tape, DVDs.
- **New Books** – for purchase of new books. Separating from Media.
- **Copier Costs** pays for copy machine costs such as ink, maintenance agreement.
- **Dues & Subscriptions** pays for magazine subscriptions and association dues.
- **Utilities** covers the cost for electricity, phone, gas, and alarm system.
- **Supplies – General & Binding** is for supplies such as paper, markers etc. and the materials needed for binding of books, book repairs.
- **CCRLS Expense** covers the cost of items that may be incurred related to CCRLS.
- **Training/Education/Seminars** is used for training on new programs, safety training, and other educational opportunities.
- **Cell Phone Stipend** is for employees' expense for using their personal cell phone for city business purposes.
- **Mileage Reimbursement** is reimbursement to employees when they use their personal vehicles to do library business and to attend training outside of Lyons.
- **Grant Fulfillment Expenses** is used to spend awarded grant money.

#### **Library Services Capital Outlay**

- **Equipment** is used for such things as book carts, computer, or printer replacements.

### **CEMETERY DEPARTMENT REQUIREMENTS** (*page 4*)

#### **Personnel Services**

- **Public Works 1 & 2** covers 33% of wages for two employees.

- **Payroll Taxes** combined with City Services.
- **PERS** is the fund's portion covering eligible employees.
- **Payroll Reserve** covers unanticipated payroll expenses.

#### **Cemetery Department Materials & Services**

- **License & Fees** covers the licensing and other fees for the Cemetery.
- **Grounds Maintenance** covers expenses for weed control and other related items.
- **Supplies** may include items such as marker flags, gloves etc.
- **Mileage Reimbursement** is paid to employees for use of their personal vehicle for cemetery purposes.
- **Projects** is used for projects that may include headstone repair, etc.
- **Miscellaneous** is used for items not listed elsewhere.

#### **Cemetery Department Capital Outlay**

- Cemetery Improvement Projects covers projects such as tree cutting, driveway improvements, fencing, or other improvements.

#### **GENERAL FUND NOT ALLOCATED (page 5)**

- **Interfund Transfers** is used to move money into other funds:
  - o **Transfer to Building Reserve** to accumulate funds for building projects.
  - o **Transfer to Equipment Reserve** to accumulate funds for equipment.
- **Operating Contingency** is for use when an unanticipated occurrence happens within the fiscal year, and additional funds are needed to cover the expense.
- **Reserved for Future Expenditure** are funds that are saved for use in future years.
- **Unappropriated Ending Fund Balance** is used to ensure Cash Carryover for the following year.
- **Ending Balance (prior years)** is the amount that was unused in prior years.

#### **STREET FUND (Page 7)**

##### **STREET FUND RESOURCES**

- **Cash on Hand** is the amount expected to be available at the beginning of the new fiscal year (cash carryover).
- **LGIP Interest** is the fund's portion of interest earned.
- **State Gas Tax** is dedicated revenue to the Street Fund for street projects.
- **Walkways & Bikeway** 1% of Gas Tax is required by state law to be dedicated to walkways/bikeways.

##### **STREET FUND REQUIREMENTS**

###### **Personnel Services**

- **City Manager** 20% wage is the portion that is paid from this fund.
- **City Clerk** 30% wage is the portion that is paid from this fund.
- **Maintenance** 33% wage is the portion that is paid from this fund.
- **Payroll Taxes** combined with City Services.
- **PERS** is the portion of the fund's allotment to eligible employees.
- **Payroll Reserve** covers unanticipated payroll expenses.

## Materials & Services

- **Maintenance & Repair General** covers costs for maintenance and repair of city streets and signs.
- **Walk/Bikeways** covers expenses for sidewalks, bikeways, & pathways.
- **Roadside Spraying** covers the cost for spraying of weeds along the street rights-of-ways.
- **811 Utility Locate Fees** are charged to the City when a person calls 811 for a locate of utilities before digging. This is a free service to the public to prevent damage to underground utilities and personal harm.
- **Mileage Reimbursement** used to reimburse employees using personal vehicles to perform City projects.
- **Engineering** covers the cost for the City contracted engineer to prepare engineering plans for City street projects.
- **Miscellaneous** is used for items not covered in other line items.

**Capital Outlay** is for Street and Improvement projects such as street resurfacing or crack-filling.

**Ending Balance (prior years)** is the amount that was unused in prior years.

**Unappropriated Ending Fund Balance** is used to ensure Cash Carryover for the following year.

## ODOT SAFE ROUTES TO SCHOOL (SRTS) FUND (Page 8)

### ODOT SRTS FUND RESOURCES

- **Cash on Hand** is the amount expected to be available at the beginning of the new fiscal year.
- **LGIP Interest** is the fund's portion of interest earned.
- **ODOT SRTS Grant** is the amount anticipated to be received from the ODOT SRTS grant.
- **ODOT Bikeways/Walkways Funds** is the amount we anticipate receiving from ODOT Bikeways/Walkways program.

### ODOT SRTS FUND REQUIREMENTS

#### Materials & Services

- **Safe Routes to School Project** Eliminating this line item, not needed. All expenses will be from capital outlay.

#### Capital Outlay

- **SRTS Project Expenses** will be used for all project expenses.

**Ending Balance (prior years)** is the amount that was unused in prior years.

## BUILDING RESERVE FUND (Page 9)

### BUILDING RESERVE FUND RESOURCES

- **Cash on Hand** is the amount expected to be available at the beginning of the new fiscal year (cash carryover).
- **LGIP Interest** is the fund's portion of LGIP interest earned.
- **Transfer IN from General Fund** – funds transferred-in from the General Fund to accumulate funds for building projects such as a new library, city hall building improvements, city shop, etc.

### BUILDING RESERVE FUND REQUIREMENTS

#### Materials & Services

- **Contracted Services** Eliminating this line item, not needed. All expenses will be from capital outlay.

#### **Capital Outlay**

- **Building Improvements** may be used for new construction, building upkeep and improvements.
- **Library Ramp** recorded for the historical column.

**Ending Balance (prior years)** is the amount that was unused in prior years.

### **EQUIPMENT RESERVE FUND (Page 10)**

#### **EQUIPMENT RESERVE FUND RESOURCES**

- **Cash on Hand** is the amount expected to be available at the beginning of the new fiscal year (cash carryover).
- **LGIP Interest** is the fund's portion of earned interest.
- **Transfer IN from General fund** – funds that are transferred-in from the General Fund to accumulate funds for equipment purchases such as lawn mowers.

#### **EQUIPMENT RESERVE FUND REQUIREMENTS**

**Capital Outlay** – is for the purchase of equipment.

**Ending Balance (prior years)** is the amount that was unused in prior years.

### **CEMETERY TRUST FUND (Page 11)**

#### **CEMETERY TRUST FUND RESOURCES**

- **Cash on Hand** is the amount expected to be available at the beginning of the new fiscal year, includes Rhoda Trust & Naue donations.
- **Interest MM Rhoda Trust & CD Naue** is the earned interest from these accounts.
- **LGIP Interest** is the fund's portion of LGIP interest earned.
- **Sale of Lots** is 1/3 of the sales price of a plot sold.

#### **CEMETERY TRUST FUND REQUIREMENTS**

Funds are held in trust for perpetual care.

**Ending Balance (prior years)** is the amount that was unused in prior years.

**Unappropriated Ending Fund Balance** is the anticipated ending balance and cannot be spent.

### **AMERICAN RESCUE PLAN (ARP) FUND CLOSED (Page 12)**

**Resources** recorded for the historical column.

**Requirements** recorded for the historical column.

### **FRERES FOUNDATION DONATION FUND CLOSED (Page 13)**

**Resources** recorded for the historical column.

**Requirements** recorded for the historical column.

### **AMERICAN LIBRARY ASSOCIATION GRANT FUND CLOSED (Page 14)**

**Resources** recorded for the historical column.

**Requirements** recorded for the historical column.

**LIBRARY FUND CLOSED (Page 15-17)**

**Resources** recorded for the historical column.

**Requirements** recorded for the historical column.

**CEMETERY FUND CLOSED (Page 18)**

**Resources** recorded for the historical column.

**Requirements** recorded for the historical column.

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# STATE SHARED REVENUE

## RESOLUTION No. 611-2025

### A RESOLUTION CERTIFYING THE CITY OF LYONS' ELIGIBILITY TO RECEIVE STATE SHARED REVENUES BY PROVIDING THE NECESSARY MUNICIPAL SERVICES.

WHEREAS, ORS 221.760, Section 1., provides that the officer responsible for disbursing funds to cities under ORS 323.455, 366.785 to 366.820, and 471.805 shall, in the case of a city located within a county having more than 100,000 inhabitants according to the most recent federal decennial census, disburse such funds only if the city provides four or more of the following services:

1. Police protection
2. Fire protection
3. Street construction, maintenance, and lighting
4. Sanitary sewers
5. Storm sewers
6. Planning, zoning, and subdivision control
7. One or more utility services

and

WHEREAS, city officials recognize the desirability of assisting the state officer responsible for determining the eligibility of cities to receive such funds in accordance with ORS 221.760.

NOW THEREFORE, be it resolved, the City of Lyons hereby certifies that it provides the following municipal services enumerated in Section 1, ORS 221.760:

1. Police Protection
2. Street construction, maintenance, and lighting
3. Storm sewers
4. Planning, zoning, and subdivision control

Approved by the City of Lyons this 24<sup>th</sup> day of June 2025.

By: COPY  
Mike Wagner, Mayor

ATTEST: COPY  
Micki Valentine, City Manager

Date: \_\_\_\_\_

**RESOLUTION No. 612-2025**  
**A RESOLUTION DECLARING THE CITY’S ELECTION**  
**TO RECEIVE STATE SHARED REVENUES.**

The City of Lyons ordains as follows:

Section 1. Pursuant to ORS 221.770, the city hereby elects to receive state revenues for fiscal year 2025-2026.

Passed by the Common Council this 24<sup>th</sup> day of June, 2025.

Approved by the Mayor this 24<sup>th</sup> day of June, 2025.

Mayor \_\_\_\_\_ COPY \_\_\_\_\_

Attest: \_\_\_\_\_ COPY \_\_\_\_\_

I certify that a public hearing before the Budget Committee was held on May 13<sup>th</sup>, 2025, and a public hearing before the City Council was held on June 24<sup>th</sup>, 2025, giving citizens an opportunity to comment on use of State Shared Revenue.

\_\_\_\_\_  
COPY  
City Manager



## STATE SHARED REVENUE SOURCES

		2020-21	2021-22	2022-23	2023-24	2024-25 To Date 4/14/25	2025-26 Budget
State Revenue Sharing	General Fund	13,214	13,293	13,448	12,934	9,455	12,000
State Cigarette Tax	General Fund	1,147	1,026	885	867	576	800
OLCC Liquor Tax	General Fund	23,363	22,523	23,857	22,683	17,056	23,000
Total	General Fund	<b>37,724</b>	<b>36,842</b>	<b>38,190</b>	<b>36,484</b>	<b>27,087</b>	<b>35,800</b>
State Gas Tax	Street Fund	<b>86,333</b>	<b>96,087</b>	<b>94,340</b>	<b>94,686</b>	<b>81,981</b>	<b>93,000</b>
Annual Total	Both Funds	<b>124,057</b>	<b>132,929</b>	<b>132,530</b>	<b>131,170</b>	<b>124,443</b>	<b>128,800</b>

**NOTICE OF BUDGET COMMITTEE MEETING AND  
STATE REVENUE SHARING HEARING**

A public meeting of the Budget Committee of the City of Lyons, Linn County, State of Oregon, to discuss the budget for the fiscal year July 1, 2025, to June 30, 2026, will be held at Lyons City Hall, 449 5<sup>th</sup> St., Lyons, OR. The meeting will take place on Tuesday May 13, 2025, at 6:30 pm. The purpose of the meeting is to receive the budget message and to receive comment from the public on the budget and proposed uses of State Shared Revenue funds. This is a public meeting where deliberation of the Budget Committee will take place. Any person may appear at the meeting and discuss the proposed programs with the Budget Committee. If necessary, an additional budget committee meeting will be held on June 3, 2025, at 6:30 pm. A copy of the budget document may be inspected or obtained on or after May 9, 2025, online at [www.cityoflyons.org](http://www.cityoflyons.org) or at City Hall, 449 5<sup>th</sup> St, Lyons between the hours of 9 am and 4 pm, Monday through Friday. For questions call Lyons City Hall (503)859-2167. A copy of this notice is available on our website [www.cityoflyons.org](http://www.cityoflyons.org).

## BUDGET CALENDAR

### CITY OF LYONS Budget Calendar Fiscal Year 2025 – 2026

The City Manager is designated as the Budget Officer for the City of Lyons, as provided for by job description. The City Manager shall prepare the budget document and shall act under the direction of the Lyons City Council.

Jan	2024	Confirm Budget Committee Members and Recruit
Jan	28	Council Meeting; Appoint/Re-appoint Budget Committee Members
Feb	18	Attend OR Dept of Revenue Budget Workshop/Training in Albany
Feb	25	Council Meeting; Budget Requests, Additional Appointments, if needed
March	25	Council Meeting; Budget Requests, Budget Pre-Planning & Goal Setting
April	22	Council Meeting; Final Budget Requests Due
April	25	Budget Committee meeting notice to paper/website <b><u>by 5pm</u></b>
May	2	Budget Committee Meeting Notice Published in paper – The Canyon Weekly
<b>May</b>	<b>13</b>	<b>Budget Committee Meeting; 1<sup>st</sup> State Revenue Sharing Hearing</b>
June	3	Second Budget Committee Meeting, if needed
June	6	Notice of Budget/SRS Hearing & summary to paper <b><u>by 5pm</u></b>
June	13	Notice of Budget/SRS Hearing & summary published.
<b>June</b>	<b>24</b>	<b>City Council Meeting/Hearing/Adopt Budget &amp; State Revenue Sharing</b>
July	15	Submit Adopted Budget to Linn County to arrive by this date.

## CITY OF LYONS CALENDAR 2025

Wednesday	January 1	New Year's Day	CITY HALL/LIBRARY CLOSED	-----
Tuesday	January 7	COUNCIL SPECIAL MTG, SWEARING-IN – City Hall		6:30 pm
Tuesday	January 28	COUNCIL MEETING – City Hall		6:30 pm
Tuesday	February 18	OR DOR – Budget Workshop – Albany Expo Center		9a-3:30p
Tuesday	February 25	COUNCIL MEETING – City Hall		6:30 pm
Tuesday	March 11	ELECTION DAY (tentative)		7am-8pm
Tuesday	March 25	COUNCIL MEETING – City Hall		6:30 pm
Tuesday	April 22	COUNCIL MEETING – City Hall		6:30 pm
Tuesday	May 13	BUDGET COMMITTEE MEETING/SRS Hearing – City Hall		6:30 pm
Saturday	May 10	City-wide Clean up		9am-3pm
Tuesday	May 20	ELECTION DAY		7am-8pm
Monday	May 26	Memorial Day	CITY HALL/LIBRARY CLOSED	-----
Tuesday	May 27	COUNCIL MEETING – City Hall		6:30 pm
Tuesday	June 3	If Needed – Second Budget Committee Meeting		6:30 pm
Tuesday	June 24	COUNCIL MEETING/BUDGET ADOPTION – City Hall		6:30 pm
Friday	July 4	July 4 <sup>th</sup> Holiday	CITY HALL/LIBRARY CLOSED	-----
Tuesday	July 22	COUNCIL MEETING – City Hall		6:30 pm
Saturday	August 16	Summer Sun Sale/City-Wide Garage Sale		-----
Tuesday	August 26	ELECTION DAY (tentative)		7am-8pm
Tuesday	August 26	COUNCIL MEETING – City Hall		6:30 pm
Monday	September 1	Labor Day	CITY HALL/LIBRARY CLOSED	-----
Tuesday	September 23	COUNCIL MEETING – City Hall		6:30 pm
Tuesday	October 28	COUNCIL MEETING – City Hall		6:30 pm
Tuesday	November 4	ELECTION DAY		7am-8pm
Tuesday	November 25	COUNCIL MEETING – City Hall		6:30 pm
Thursday	November 27	Thanksgiving Day	CITY HALL/LIBRARY CLOSED	-----
Tuesday	December 23	COUNCIL MEETING – City Hall		6:30 pm
Thursday	December 25	Christmas Day	CITY HALL/LIBRARY CLOSED	-----

**All meetings are subject to change.**

## MOTION TO APPROVE BUDGET PROPOSAL

“I move that the City of Lyons Budget Committee approve the proposed budget (“as presented” or “with changes”), for the 2025 – 2026 fiscal year at the rate of 1.8926 per \$1,000 of assessed value for operating purposes.

*Thank you for your participation and helping us through the budget process!*

