

# CITY OF LYNDEN

## EXECUTIVE SUMMARY



<b>Meeting Date:</b>	November 3 <sup>rd</sup> , 2025	
<b>Name of Agenda Item:</b>	RES-25-1133 Update Business License Fees	
<b>Section of Agenda:</b>	Public Hearing	
<b>Department:</b>	Finance	
<b>Council Committee Review</b>		<b>Legal Review</b>
<input type="checkbox"/> Community Development	<input type="checkbox"/> Public Safety	<input type="checkbox"/> Yes - Reviewed
<input checked="" type="checkbox"/> Finance	<input type="checkbox"/> Public Works	<input type="checkbox"/> No - Not Reviewed
<input type="checkbox"/> Parks	<input type="checkbox"/> Other: _____	<input type="checkbox"/> Review Not Required
<b>Attachments</b>		
RES-25-1133		
<b>Fiscal Impact</b>		
<b>Amount: \$ 68,000</b> <b>Source/Fund: General Fund / EMS</b>		<b>Included in the 2025 Budget?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Comments:</b>		
<b>Summary Statement</b>		
<p>Lynden Municipal Code Chapter 5.02 governs Business licenses and fees, and requires that the fee amounts be set by a resolution of the City Council.</p> <p>The City of Lynden has charged a single business license fee for several years and not charged an annual renewal fee. Given the financial situation of the General Fund, alternate sources of revenue are being reviewed, including business licenses.</p> <p>Most cities charge an annual fee for having a license to operate within the City. The current rates for the City include a \$50 initial fee for both general and non-resident licenses and a one-time \$125 fee for home-based businesses due to the additional review and inspections required. RES-25-1133 proposes the initial fees remain the same, and includes an annual renewal fee of \$50 across all license types. This would generate an estimated \$68,000 of unrestricted revenue for the General Fund.</p>		
<b>Recommended Action</b>		
Make a motion to approve RES-25-1133 to update the business license fees and authorize the Mayor's signature.		