

COUNTY COMMISSIONERS' SPECIAL MEETING MINUTES

JUNE 28, 2022

LARAMIE, WYOMING

**SPECIAL MEETING: 9:30 a.m.**

1. **Call to order and roll call.**  
The June 28, 2022, Special Meeting was called to order at 9:32 a.m. by Vice Chairperson Ibarra. Commissioner Richardson and Chairperson Gosar present.
2. **Pledge of Allegiance.**
3. **Public Hearing.**  
Amendments to the Fiscal Year 2021-2022 Albany Count Budget  
Hearing no comments, MOTION by Richardson to CLOSE the Public Hearing at 9:34 a.m.  
Roll call showed Richardson, Gosar and Ibarra. Aye. MOTION CARRIED.  
  
Fiscal Year 2022-2023 Albany County Proposed Budget  
Hearing no comments, MOTION by Gosar to CLOSE the Public Hearing at 9:34 a.m.  
Roll call showed Gosar, Richardson and Ibarra. Aye. MOTION CARRIED.
4. **Comments from the public.**  
MOTION by Richardson to CLOSE the Public Comment at 9:35 a.m.  
Roll call showed Richardson, Gosar and Ibarra. Aye. MOTION CARRIED.
5. **Disclosures. None.**
6. **Consideration of changes on the agenda. None.**
7. Present Laramie Regional Airport Annual Review for 2021-2022.  
  
Amy Terrell, Airport Director gave an updated overview of the Laramie Regional Airport.
8. The Albany County Dutton Creek Road Cattle Guard Replacement Project for Contractor Bidding and Direct the Clerk to post to Quest CDN and advertise the project.  
  
MOTION by Richardson to APPROVE the Albany County Dutton Creek Road Cattle Guard Replacement Project for Contractor Bidding and DIRECT the Clerk to post to Quest CDN and advertise the project.  
  
Roll call showed Richardson, Gosar and Ibarra. Aye. MOTION CARRIED.
9. The County Road Striping Project for Contractor Bidding and Direct the Clerk to post to Quest CDN and advertise the project.  
  
MOTION by Gosar to APPROVE The County Road Striping Project for Contractor Bidding and DIRECT the Clerk to post to Quest CDN and advertise the project.  
  
Roll call showed Gosar, Richardson and Ibarra. Aye. MOTION CARRIED.
10. Resolution 2022-012, A Resolution Transferring Unencumbered or Unexpended Appropriation Balances from One Fund to Another and Amending the Appropriations for the Fiscal Year 2021-2022 Budget of the County of Albany, Wyoming.  
  
MOTION by Richardson to APPROVE Resolution 2022-012, A Resolution Transferring Unencumbered or Unexpended Appropriation Balances from One Fund to Another and Amending the Appropriations for the Fiscal Year 2021-2022 Budget of the County of Albany, Wyoming.

**RESOLUTION 2022-012**

**A RESOLUTION TRANSFERRING UNENCUMBERED OR UNEXPENDED APPROPRIATION BALANCES FROM ONE FUND TO ANOTHER AND AMENDING THE APPROPRIATIONS FOR THE FISCAL YEAR 2021-2022 BUDGET OF THE COUNTY OF ALBANY, WYOMING.**

**WHEREAS**, on June 28, 2021, the Board of County Commissioners for Albany County, Wyoming (County) adopted the annual appropriation of Albany County for the fiscal year July 1, 2021, through June 30, 2022;

**WHEREAS**, Albany County, pursuant to Wyo. Stat. § 16-4-112, may transfer any unencumbered or unexpended appropriation balance or part thereof from one fund to another upon the request of the County Budget Officer;

**WHEREAS**, the transfer of the unexpended appropriations to the general fund is permissible under Wyo. Stat. § 16-4-112 and the budget of the general fund may be increased pursuant to Wyo. Stat. § 16-4-113;

**WHEREAS**, the County Clerk, as the County Budget Officer requests the transfer of unencumbered or unexpended appropriation balances to funds with overages to funds in need of additional appropriations to not cause overages.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE COUNTY OF ALBANY, WYOMING:**

**Section 1.** That the following transfers and amendments are to be made to the Albany County Fiscal Year 2021-2022 Budget:

Increase

County Coroner	\$25,000.00
Total	\$25,000.00

**Section 2.** The above transfers and amendments in the amount of twenty-five thousand dollars (\$25,000.00) be adjusted to the County's 2021-2022 Approved Budget.

**PASSED, APPROVED AND ADOPTED** this 28<sup>th</sup> day of June 2022.

/s/Pete Gosar, Chairperson

ATTEST:

/s/Jackie R. Gonzales, County Clerk

Roll call showed Richardson, Gosar and Ibarra. Aye. MOTION CARRIED.

11. Contract between Wyoming Department of Family Services and Albany County Board of County Commissioners for the purpose of setting forth the Community Juvenile Services Board per Wyo. Stat. §14-9-108(a)(iv) from July 1, 2022, through June 30, 2024, in an amount not to exceed \$63,008.00.

MOTION by Gosar to APPROVE Contract between Wyoming Department of Family Services and Albany County Board of County Commissioners for the purpose of setting forth the Community Juvenile Services Board per Wyo. Stat. §14-9-108(a)(iv) from July 1, 2022, through June 30, 2024, in an amount not to exceed \$63,008.00.

Roll call showed Gosar, Richardson and Ibarra. Aye. MOTION CARRIED.

12. Fiscal Year 2022-2023 Albany County Budget.

MOTION by Richardson to APPROVE the Fiscal Year 2022-2023 Albany County Budget with the addition of including the \$1,500,000.000 from ARPA funds to pay for salaries and benefits of the 2<sup>nd</sup> floor employees and add a line item in the Commissioners budget for a proposed building purchase.

**A RESOLUTION MAKING APPROPRIATIONS AND AUTHORIZING EXPENDITURE OF FUNDS TO COVER ALBANY COUNTY FOR THE FISCAL YEAR OF JULY 1, 2022, TO JUNE 30, 2023**

**WHEREAS**, on the 28<sup>th</sup> day of June 2022, Jackie R. Gonzales, Budget Officer for Albany County, and Tracy Fletcher, Albany County Treasurer prepared and submitted to the Board the County Budget for Fiscal Year 2022-2023; and

**WHEREAS**, such budget will be entered in the records of the Board of Albany County Commissioners and was made available to the public; and

**WHEREAS**, notice of a Public Hearing on such budget, together with the summary of said budget was published on June 18, 2022, in the Laramie Daily Boomerang, the legal newspaper of general circulation in Albany County; and

**WHEREAS**, a Public Hearing was held on June 28, 2022, at 9:30 a.m. in the County Commissioners' Chambers, at which time all interested parties were given an opportunity to be heard; and

**WHEREAS**, following such Public Hearing there were alterations and revisions made in such proposed budget, all of which appear in the final levy.

**NOW THEREFORE, BE IT RESOLVED** by the Board of County Commissioner of Albany County, Wyoming, that the County budget, as submitted, with alterations and revisions as attached, be adopted as the Official County Budget for Fiscal Year 2022-2023; and

**BE IF FURTHER RESOLVED** that the following appropriations be made beginning July 1, 2022, and ending June 30, 2023, and that the expenditures of each officer, department or spending agency be limited to the amount therein appropriated.

**ESTIMATED GENERAL FUND EXPENDITURES**

County Commissioners	1,797,356.00
General Accounts	3,153,919.00
Building & Grounds	207,420.00
Clerk	367,543.00
Grants Management	63,948.00
Elections	84,644.00
Information Technology	345,165.00
Human Resources	218,035.00
Treasurer	223,696.00
Assessor	228,263.00
Sheriff/Detention	4,280,236.00
Attorney	1,077,359.00
Intergovernmental	849,577.00
Planning	388,451.00
Engineering	75,000.00
Coroner	184,847.00
Extension	75,386.00
Clerk of District Court	527,628.00

District Court	133,094.00
Circuit Court	1,000.00
Road & Bridge	833,777.00
Fire Warden	111,182.00
Public Health	404,878.00
Detention Center Medical	674,618.00
<b>TOTAL GENERAL FUND</b>	<b>16,307,022.00</b>

**ESTIMATED GRANT & OTHER SPECIAL EXPENDITURES**

Grants & Other	14,000,000.00
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**ESTIMATED SPECIAL FUND REVENUE EXPENDITURES**

Employee Health Benefit	2,010,234.00
County Road Fund	260,000.00
Abandoned Vehicles	20,015.00
Commissary Account	50,000.00
Jail Endowment/Overage	2,004,000.00
Debit Card Transaction Fees	2,706.61
Vehicle Replacement	92,035.00
Grant Match	595,636.00
Drug Asset Forfeiture	19,885.00
Economic Development	536,674.00
Impact Assistance	1,112,500.65
2001 Specific Purpose Tax	131,282.88
2010 Specific Purpose Tax	1,414,427.71
2018 Specific Purpose Tax	3,816,528.56
Fire Reimbursement	3,000,000.00

<b>TOTAL SPECIAL FUND</b>	<b>15,065,925.41</b>
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Direct Aid Appropriations	1,780,060.00
1% Optional Sales Tax Appropriations	1,112,163.00
American Rescue Plan Act	5,425,129.00
Transfer to Emergency Reserve	375,000.00
Emergency Reserve	1,117,907.00
Contingency Reserve	4,200,000.00
Transfer to General Cash Reserve	475,000.00
General Cash Reserve	2,453,478.00
Transfer to County Compensation Plan Reserve	595,000.00
County Compensation Plan Reserve	1,408,039.00
Transfer to County Buildings Reserve	375,000.00
County Buildings Reserve	363,024.00
Fair Board Appropriation	293,381.79
Library Board Appropriation	1,040,269.38

<b>TOTAL APPROPRIATION REQUIREMENTS</b>	<b>66,386,398.58</b>
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Total Estimated General Fund Revenue	13,899,399.00
Total Estimated Grant & Other Special Revenue	14,000,000.00
Total Estimated Special Fund Revenues	15,065,925.41

Total Cash Available for Budget (including all Cash & Reserves)	14,140,176.71
Total Estimated Direct Aid Revenue	1,672,118.00
Total Estimated 1% Optional Sales Tax Revenue	850,000.00
American Rescue Plan Act	5,425,129.00
Total Estimated Fair Board Revenue	293,381.08
Total Estimated Library Revenue	1,040,269.38
<b>ESTIMATED TOTAL REVENUES</b>	<b>66,386,398.58</b>

**PASSED, APPROVED, AND ADOPTED THIS** 28<sup>th</sup> day of June 2022.

The Board of County Commissioners  
of Albany County, Wyoming

/s/Pete Gosar, Chairperson

ATTEST:

/s/Jackie R. Gonzales, Albany County Clerk

Roll call showed Richardson, Gosar and Ibarra. Aye. MOTION CARRIED.

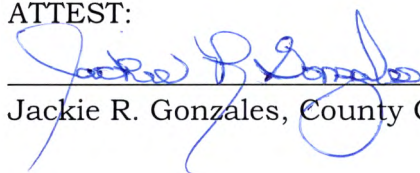
13. Adjourn.

The June 28, 2022, Special Meeting was ADJOURNED at 10:35 a.m. by Vice Chairperson Ibarra.

BOARD OF COUNTY COMMISSIONERS

/s/ Pete Gosar, Chairperson

ATTEST:

  
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Jackie R. Gonzales, County Clerk