



City of Laramie
Administrative Services
P.O. Box C
Laramie, Wyoming 82073

(307) 721-5223
FAX (307) 721-5211

TO: Janine Jordan, City Manager
FROM: Malea Brown, Chief Operating Officer
Jennifer Wade, Deputy Administrative Services Director
DATE: April 20, 2021
RE: **Resolution 2021-26 to amend the FY 2020-21 Annual Budget**

Attached is a resolution to adjust the **FY 2020-21 City of Laramie annual budget** for the City Council's consideration. The purpose of these amendments is to distribute unallocated payroll increase reserves based on the adjustments approved by the City Manager in the current fiscal year. This type of adjustment is authorized by Wyoming Statutes Section 16-4-112 and Section 16-4-113.

In fiscal years where payroll increases (performance-based raises) are contingent on economic conditions, the City's budget team establishes unallocated reserve funding, which is adopted in the appropriation. If the City Manager approves a payroll increase, the budget team then distributes the reserve to the appropriate divisions in each Fund. Overall, these adjustments do not impact the fiscal year appropriation.

Recommendation for Budget Resolution:

It is the staff's recommendation that the Council pass the resolution to amend the FY 2020-21 annual budget.

Recommendations for FY 2020-21

I. General Fund

A total transfer of \$139,211 is recommended from General Accounts, which is the division where the payroll reserve was budgeted. General Fund divisions will receive transfers as follows, with no impact on the total appropriation.

Division	Amount	Division	Amount	Division	Amount
City Manager	\$6,444	Fire EMS	\$863	Recreation	\$1,597
City Attorney	\$2,503	Public Works Admin	\$822	Ice & Events Center	\$2,432
Municipal Court	\$745	Engineering	\$7,688	Parks & Rec Admin	\$897
City Clerk	\$2,247	Facil. Management	\$2,710	Planning	\$2,953
Police Admin	\$44,954	Street	\$10,549	Code Admin	\$2,863
LARC	\$12,941	Fleet	\$2,902	Finance	\$6,953
Police Grants	\$2,361	Parks	\$4,654	IT	\$6,910
Animal Control	\$4,406	Cemetery	\$2,304	HR	\$2,208
Fire Admin	\$1,107	Mosquito Control	\$2,198	Total Transfer - General Accounts	(\$139,211)

II. Water Fund

A total transfer of \$14,598 is recommended from Water Administration, which is the division where the payroll reserve was budgeted. Water Fund divisions will receive transfers as follows, with no impact on the total appropriation:

Division	Amount	Division	Amount	Division	Amount
Pumps & Wells	\$957	Treatment Plant	\$5,948	Transmission	\$4,298
Meters	\$3,395	Total Transfer – Water Administration	(\$14,598)		

III. Wastewater Fund

A total transfer of \$10,175 is recommended from Wastewater Administration, which is the division where the payroll reserve was budgeted. Wastewater Fund divisions will receive transfers as follows, with no impact on the total appropriation:

Division	Amount	Division	Amount	Division	Amount
Collection	\$3,906	Treatment Plant	\$4,959	Industrial Pretreatment	\$1,310
Total Transfer – Wastewater Administration	(\$10,175)				

IV. Solid Waste Fund

A total transfer of \$10,438 is recommended from Solid Waste Administration, which is the division where the payroll reserve was budgeted. Solid Waste Fund divisions will receive transfers as follows, with no impact on the total appropriation:

Division	Amount	Division	Amount	Division	Amount
Collection	\$5,571	Disposal	\$4,083	Recycling & Diversion	\$784
Total Transfer – Solid Waste Administration	(\$10,438)				