

# City of Cheyenne

## Monthly Financial Snapshot

### November 30, 2020



This report summarizes the City of Cheyenne's General Fund revenues and expenditures through November 30, 2020. In addition, the City's Enterprise Funds including the Civic Center, Ice and Events Center and Solid Waste Fund are highlighted as well as balances of all other City funds. All figures presented in this report are audited with the exception of Fiscal Year 2020 and 2021.

## CITY TREASURER NOTES

### GENERAL FUND REVENUES

Fiscal Year 2021 General Fund revenues were budgeted at \$49,579,395 (which does not include the \$2,800,302 that was approved by the Governing Body from reserves). The City's actual revenues without reserves as of November 30, 2020, was \$23,368,206 or **47.13%** of the total budgeted revenue. This is very positive as the City is ahead of projections with 41.66% of the year having occurred.

Below are highlights of General Fund revenues occurring as of November 30, 2020:

#### Positive

- ↑ Vehicle taxes are ahead of the same period of time last year by \$64,443. This revenue is also at 49.90% of budgeted revenue with 41.66% of the fiscal year having occurred.
- ↑ Building permits continue to beat projections with being up \$348,618 at the end of November of 2020 compared to the end of November 2019. This revenue is also 62.91% of budgeted revenue, with 41.66% of the fiscal year having occurred.
- ↑ Contractor license revenue is \$19,462 higher than the same time last year and is at 45.36% of budgeted revenue.
- ↑ Sales and use tax is at 69.19% of budgeted revenue. See pages 10-12 for more information on sales tax. The City has collected \$1,499,117 more in sales tax revenue in comparison to the same period of time last year. This is a direct result of the September 2020 sales tax being 84% higher than September 2019 as a result of the Roundhouse Wind Energy Project. Although this appears to be temporary a upswing, the extra sales tax collected has helped the City's reserve levels increase significantly.
- ↑ Gas tax is 48.55% and Special fuels tax is 43.32% of budgeted revenue with 41.66% of the year having occurred.
- ↑ Lottery proceeds are ahead of the same time last year by \$16,411.

#### Neutral

- ➔ Property tax revenue is \$723,542 lower than the same time last year. On the surface this appears negative. However, it is misleading as the City receives the bulk of property taxes in December and June. Last year we received more early property tax payments in November. This should catch up in December.

- Parking revenue is at 37.81% of budgeted revenue with 41.66% of the year having occurred. Although this appears negative, overall the City parking revenues are better than last year with the Cox Parking Structure being up \$24,308 compared to November 2019. In comparison, the Spiker Parking Structure is \$3,465 lower than the same time last year.

### Negative

- ↓ Franchise fees are \$258,936 higher than the same period of time last year. However, it is lower than this year's projections at 38.57% of budgeted revenue with 41.66% of the year having occurred.
- ↓ Telephone franchise fees are \$65,667 less than the same time last year as a result of a contract change in 2019 on the City's right-of-way agreement with Zayo Group, LLC. The City previously received \$62,040 annually from this company.
- ↓ Parking fines are \$25,055 lower than the same period of time last year and is at 37.58% of budgeted revenue.
- ↓ Court bonds revenue is significantly less than projections and continues on a downward trajectory compared to recent years. As of November 30, 2020, the City has received \$94,766 less for court bonds compared to the same period of time last year.
- ↓ Historic horse racing revenue is also down compared to the same time last year by \$287,151. This revenue is also under projections at 15.92% of budgeted revenue.
- ↓ Aquatics revenue is down 21.24% of budgeted revenue due to the Cheyenne Aquatics Center being closed starting October 16, 2020 to have the main pool shell replaced.

### GENERAL FUND EXPENDITURES

The City budgeted \$52,379,697 for expenditures in Fiscal Year 2021. Departments have spent \$20,124,639 through November 30, 2020, which was **38.42%** of the budget being spent. This is positive with 41.66% of the year having occurred. Last year at the same time the City spent \$22,890,198. This is \$2,765,829 less compared to what was spent last year.

Overall the City has \$3,243,567 more in revenue at the end of November compared to expenditures (see page 7).

### GENERAL FUND RESERVES (FUND BALANCE)

General Fund reserves have increased substantially as a result of higher sales tax revenue received as well as lower expenditures. A resolution was also approved by the Governing Body that uncommitted funds for the Municipal Court building construction. This increased spendable reserves as well.

General Fund reserves have increased from 91 days of operating reserves as of September 30 to now **119 days** at the end of November. The City has \$8,519,193 over the minimum limit of 60 days of reserves. I have previously recommended a minimum of 120 days and we are close to meeting this goal.

# REVENUE ANALYSIS

## General Fund Revenue Comparison Year to Date (YTD) as of November 30:

	FY 2021 Budget	FY 2021 Actual (YTD)	% Budget Used (41.66% to date)	FY 2020 Actual	FY 2019 Actual
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### TAXES & ASSESSMENTS

Gas and Electric Franchise Fees	\$ 4,215,000	\$ 1,625,586	↓ 38.57%	\$ 3,965,034	\$ 4,218,388
Telephone Franchise Fees (Quarterly)	109,000	21,794	↓ 19.99%	58,638	110,983
Cable TV Franchise Fees (Quarterly)	873,000	416,520	↑ 47.71%	882,730	878,703
Property Tax (December & June)	6,000,000	1,329,877	↓ 22.16%	5,862,109	5,462,239
Vehicle Tax	1,556,000	776,520	↑ 49.90%	1,543,777	1,538,189
<b>Total Taxes and Assessments</b>	<b>\$ 12,753,000</b>	<b>\$ 4,170,297</b>	<b>↓ 32.70%</b>	<b>\$ 12,312,287</b>	<b>\$ 12,208,502</b>

### LICENSES & PERMITS

Building Permits	\$ 1,900,000	\$ 1,195,287	↑ 62.91%	\$ 1,945,773	\$ 2,494,903
Liquor Licenses & Permits (January)	134,700	2,825	↓ 2.10%	127,405	134,844
Contractor Licensing	290,000	131,540	↑ 45.36%	273,497	330,224
Other Permits and Licenses	159,590	54,335	↓ 34.05%	152,259	165,060
<b>Total Licenses/Permits</b>	<b>\$ 2,484,290</b>	<b>\$ 1,383,987</b>	<b>↑ 55.71%</b>	<b>\$ 2,498,934</b>	<b>\$ 3,125,031</b>

### INTERGOVERNMENTAL

Sales and Use Tax	\$ 14,664,000	\$ 10,145,740	↑ 69.19%	\$ 19,649,985	\$ 19,526,321
Gas Tax	1,484,000	720,507	↑ 48.55%	1,682,841	1,620,044
Special Fuel Tax	599,000	259,472	↑ 43.32%	695,456	616,556
Cigarette Tax	305,000	131,335	↑ 43.06%	312,091	312,413
Mineral Royalties (Quarterly)	2,642,000	689,775	↓ 26.11%	2,719,511	2,720,745
Severance Tax (Quarterly)	2,152,999	550,177	↓ 25.55%	2,213,517	2,213,517
State Distribution (August & January)	3,986,318	1,995,344	↑ 50.05%	4,332,606	4,514,599
Historic Horse Racing (Semi-Annual)	517,000	82,298	↓ 15.92%	618,369	674,338
Lottery Proceeds (Quarterly)	381,000	212,203	↑ 55.70%	309,208	615,573
State & DDA Subsidy	15,000	4,125	↓ 27.50%	5,550	(4,745)
<b>Total Intergovernmental</b>	<b>\$ 26,746,317</b>	<b>\$ 14,790,977</b>	<b>↑ 55.30%</b>	<b>\$ 32,539,135</b>	<b>\$ 32,809,361</b>

### CHARGES FOR SERVICES

Parking (Cox, Spiker, East Lot)	\$ 315,000	\$ 119,113	↓ 37.81%	\$ 323,336	\$ 383,442
Record Checks	4,000	800	↓ 20.00%	2,155	8,084
Burglar Alarms	15,000	9,400	↑ 62.67%	17,819	14,285
Vehicle Inspections (Quarterly)	35,000	18,930	↑ 54.09%	31,810	33,870
Nuisance Abatement	15,000	67,231	↑ 448.21%	11,338	8,257
Golf Course Revenue	337,000	132,852	→ 39.42%	331,614	338,792
Aquatics Revenue	198,000	42,061	↓ 21.24%	222,833	330,308
Cost Allocation	724,250	333,085	↑ 45.99%	675,351	693,526
<b>Total Charges for Services</b>	<b>\$ 1,643,250</b>	<b>\$ 723,471</b>	<b>↑ 44.03%</b>	<b>\$ 1,616,255</b>	<b>\$ 1,810,563</b>

# REVENUE ANALYSIS

## General Fund Revenue Comparison Year to Date (YTD) as of November 30:

	FY 2021 Budget	FY 2021 Actual (YTD)	% Budget Used (41.66% to date)	FY 2020 Actual	FY 2019 Actual
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### FINES & FORFEITS

Liquor Violation Fee	\$ 2,000	\$ -	↓ 0.00%	\$ 700	\$ 6,500
Parking Fines	122,000	45,845	↓ 37.58%	128,058	128,501
Court Fines	161,000	67,253	↑ 41.77%	124,434	171,519
Court Bonds	763,000	186,297	↓ 24.42%	427,093	995,411
<b>Total Fines &amp; Forfeits</b>	<b>\$ 1,048,000</b>	<b>\$ 299,394</b>	<b>↓ 28.57%</b>	<b>\$ 680,285</b>	<b>\$ 1,301,932</b>

### MISCELLANEOUS

Interest	\$ 117,000	\$ 68,498	↑ 58.55%	\$ 632,190	\$ 543,371
Cemetery	120,800	33,694	↓ 27.89%	112,710	122,096
Parks Rentals	29,000	13,280	↑ 45.79%	29,495	34,908
Kiwanis Community House Rentals	80,000	16,332	↓ 20.41%	44,812	80,669
Miscellaneous Rentals & Leases	1,333,000	599,973	↑ 45.01%	982,755	451,470
Miscellaneous Police Charges	500	161	↓ 32.11%	259	3,061
Police Overtime Reimbursements	140,000	36,987	↓ 26.42%	250,792	108,397
Planning Fees	25,000	49,605	↑ 198.42%	24,175	24,820
Administrative Fees	-	183	↓ 0.00%	8,597	24,068
Advertising Fees	3,000	300	↓ 10.00%	2,700	2,925
Roundhouse Impact Fees	100,564	71,833	↑ 71.43%	114,933	-
Property Sales	10,000	-	↓ 0.00%	10,740	97,642
Miscellaneous	17,303	868	↓ 5.02%	30,228	39,451
Police Grants	595,000	137,438	↓ 23.10%	531,100	534,964
Transfers from Other Funds	2,333,371	970,927	⇒ 41.61%	789,227	763,024
<b>Total Miscellaneous</b>	<b>\$ 4,904,538</b>	<b>\$ 2,000,080</b>	<b>⇒ 40.78%</b>	<b>\$ 3,564,712</b>	<b>\$ 2,830,864</b>

<b>Total General Fund Revenues without Reserves</b>	<b>\$49,579,395</b>	<b>\$23,368,206</b>	<b>↑ 47.13%</b>	<b>\$53,211,609</b>	<b>\$54,086,252</b>
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*Reserves Used	2,800,302	-		4,121,696	644,534
<b>Total Revenues</b>	<b>\$ 52,379,697</b>	<b>\$ 23,368,206</b>	<b>↑ 44.61%</b>	<b>\$ 57,333,305</b>	<b>\$ 54,730,786</b>

### \*Revenue from Reserves Summary

Obligated to Balance FY 2021 Budget - Approved through Ordinance 6-16-20	1,173,085
Re-appropriation for FY 2021 Budget - Approved through Resolution 9-24-20	1,627,217
	<b>\$ 2,800,302</b>

# EXPENDITURE ANALYSIS

## General Fund Expenditure Status by Department and Division Year to Date (YTD) as of November 30:

DEPARTMENT/DIVISION	FY 2021 Budget	FY 2021 Actual (YTD)	% Budget Used (41.66% to date)	FY 2020 Actual	FY 2019 Actual
<b>CITY COUNCIL</b>					
City Council	\$ 256,195	\$ 102,970	➔ 40.19%	\$ 242,028	\$ 278,784
	<b>\$ 256,195</b>	<b>\$ 102,970</b>	<b>➔ 40.19%</b>	<b>\$ 242,028</b>	<b>\$ 278,784</b>
<b>MAYOR</b>					
Mayor	541,106	217,860	➔ 40.26%	710,924	689,535
City Attorney	607,176	250,196	➔ 41.21%	556,406	570,790
Human Resources	511,562	193,600	⬆ 37.84%	718,932	584,115
Compliance	1,195,021	465,969	⬆ 38.99%	1,440,674	1,308,311
Municipal Court	636,245	244,210	⬆ 38.38%	667,208	693,309
Youth Alternatives	397,715	170,312	⬇ 42.82%	376,958	359,905
	<b>\$ 3,888,826</b>	<b>\$ 1,542,147</b>	<b>➔ 39.66%</b>	<b>\$ 4,471,102</b>	<b>\$ 4,205,965</b>
<b>CITY CLERK</b>					
City Clerk	705,990	283,768	➔ 40.19%	718,059	722,025
Information Technology	1,236,699	597,739	⬇ 48.33%	1,174,812	1,255,095
	<b>\$ 1,942,689</b>	<b>\$ 881,507</b>	<b>⬇ 45.38%</b>	<b>\$ 1,892,870</b>	<b>\$ 1,977,120</b>
<b>PUBLIC WORKS</b>					
Public Works Administration	203,910	82,158	➔ 40.29%	292,627	316,039
Traffic Engineering	500,572	198,333	➔ 39.62%	493,582	508,763
Facilities Maintenance	819,103	281,650	⬆ 34.39%	934,118	996,422
Street and Alley	2,295,900	883,304	⬆ 38.47%	2,172,828	2,137,111
	<b>\$ 3,819,484</b>	<b>\$ 1,445,445</b>	<b>⬆ 37.84%</b>	<b>\$ 3,893,155</b>	<b>\$ 3,958,335</b>
<b>POLICE</b>					
Police Administration	3,443,607	1,010,515	⬆ 29.34%	3,375,270	3,864,585
Police Patrol	10,736,512	4,255,633	➔ 39.64%	10,544,863	10,746,063
	<b>\$ 14,180,119</b>	<b>\$ 5,266,147</b>	<b>⬆ 37.14%</b>	<b>\$ 13,920,133</b>	<b>\$ 14,610,648</b>
<b>FIRE</b>					
Fire Administration	497,955	193,929	⬆ 38.95%	526,885	637,791
Fire Training	315,621	118,622	⬆ 37.58%	348,874	319,235
Fire Prevention	625,052	231,600	⬆ 37.05%	630,000	543,119
Fire Public Education	-	-		93,793	89,751
Fire Suppression	9,465,230	3,957,698	⬇ 41.81%	9,677,448	9,944,930
Fire Hazardous Materials	5,878	5,878		(5,998)	87,081
Rope Rescue	-	-		158	(69,149)
Emergency Medical Services	199,482	75,682	⬆ 37.94%	161,578	192,893
Fire Honor Guard	-	-		-	3,011
	<b>\$ 11,109,218</b>	<b>\$ 4,583,408</b>	<b>➔ 41.26%</b>	<b>\$ 11,432,739</b>	<b>\$ 11,748,662</b>

# EXPENDITURE ANALYSIS

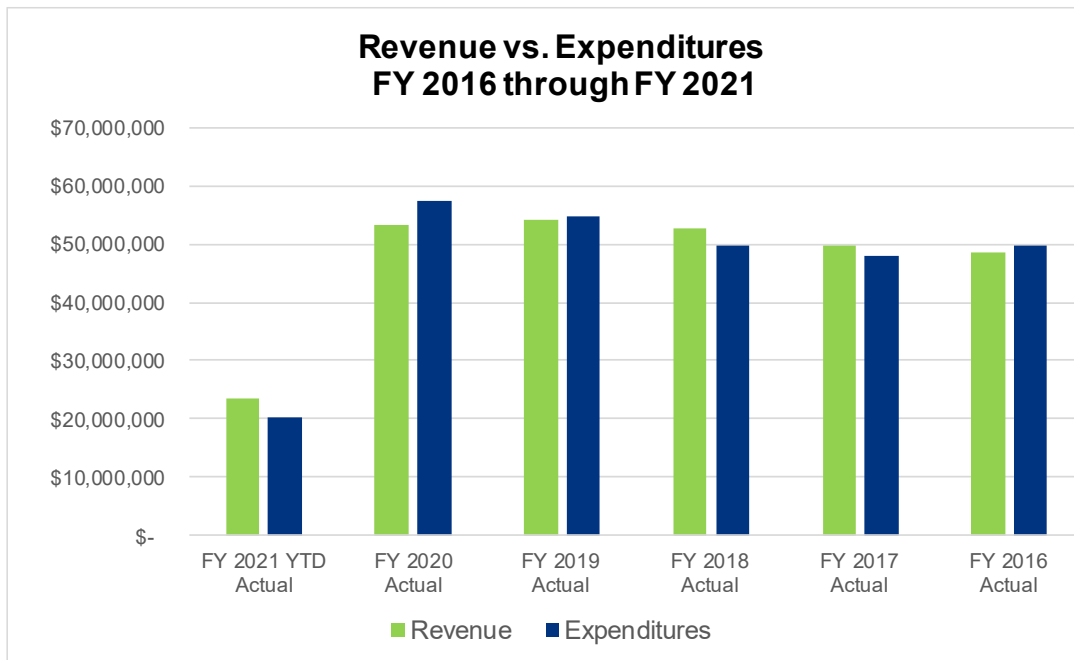
## General Fund Expenditure Status by Department and Division Year to Date (YTD) as of November 30:

DEPARTMENT/DIVISION	FY 2021 Budget	FY 2021 Actual (YTD)	% Budget Used (41.66% to date)	FY 2020 Actual	FY 2019 Actual
<b>COMMUNITY RECREATION AND EVENTS (CRE)</b>					
CRE Administration	\$ 554,130	\$ 217,043	➔ 39.17%	\$ 689,628	\$ 687,013
Forestry	591,931	239,771	➔ 40.51%	669,529	672,567
Programs and Facilities	434,168	173,836	➔ 40.04%	481,864	441,434
Aquatics	933,996	279,467	⬆ 29.92%	926,198	1,087,178
Recreation	299,110	123,913	➔ 41.43%	295,751	286,846
Recreation Buildings	107,060	38,921	⬆ 36.35%	93,034	114,647
Golf Courses	841,020	296,194	⬆ 35.22%	859,700	851,358
Parks	1,713,149	707,472	➔ 41.30%	1,776,946	1,697,341
Cemetery	399,364	162,897	➔ 40.79%	371,556	442,883
Botanic Gardens	452,158	179,605	➔ 39.72%	654,427	639,206
Clean and Safe	375,010	121,842	⬆ 32.49%	407,131	528,940
	<b>\$ 6,701,097</b>	<b>\$ 2,540,962</b>	<b>⬆ 37.92%</b>	<b>\$ 7,225,764</b>	<b>\$ 7,449,412</b>
<b>CITY ENGINEER</b>					
Engineering	1,125,558	354,981	⬆ 31.54%	1,043,146	1,097,055
	<b>\$ 1,125,558</b>	<b>\$ 354,981</b>	<b>⬆ 31.54%</b>	<b>\$ 1,043,146</b>	<b>\$ 1,097,055</b>
<b>CITY TREASURER</b>					
Finance	679,499	278,241	➔ 40.95%	829,157	835,490
	<b>\$ 679,499</b>	<b>\$ 278,241</b>	<b>➔ 40.95%</b>	<b>\$ 829,157</b>	<b>\$ 835,490</b>
<b>PLANNING &amp; DEVELOPMENT</b>					
Planning/Development	785,657	263,486	⬆ 33.54%	810,744	775,544
	<b>\$ 785,657</b>	<b>\$ 263,486</b>	<b>⬆ 33.54%</b>	<b>\$ 810,744</b>	<b>\$ 775,544</b>
<b>MISCELLANEOUS</b>					
General Accounts	4,767,297	1,836,627	⬆ 38.53%	4,767,640	4,819,950
Special Projects	1,307,042	532,129	➔ 40.71%	4,180,955	170,523
	<b>\$ 6,074,339</b>	<b>\$ 2,368,756</b>	<b>⬆ 39.00%</b>	<b>\$ 8,948,595</b>	<b>\$ 4,990,473</b>
<b>SUPPORT SERVICES</b>					
Economic Development	39,860	39,860	⬇ 100.00%	49,825	49,825
City-County Support	1,458,456	343,812	⬆ 23.57%	1,735,094	1,854,517
Community Services Support	318,700	112,917	⬆ 35.43%	838,955	898,955
	<b>\$ 1,817,016</b>	<b>\$ 496,588</b>	<b>⬆ 27.33%</b>	<b>\$ 2,623,874</b>	<b>\$ 2,803,297</b>
<b>Total</b>	<b>\$52,379,697</b>	<b>\$20,124,639</b>	<b>⬆ 38.42%</b>	<b>\$57,333,305</b>	<b>\$54,730,786</b>

# REVENUE VS. EXPENDITURE COMPARISON

## General Fund Fiscal Years 2016-2021

	FY 2021 YTD Actual	FY 2020 Actual	FY 2019 Actual	FY 2018 Actual	FY 2017 Actual	FY 2016 Actual
Revenue	\$23,368,206	\$53,211,609	\$ 54,086,252	\$52,787,994	\$49,774,857	\$48,609,410
Expenditures	20,124,639	57,333,305	54,730,786	49,817,845	47,982,416	49,694,164
Difference	<b>\$ 3,243,567</b>	<b>\$ (4,121,697)</b>	<b>\$ (644,534)</b>	<b>\$ 2,970,149</b>	<b>\$ 1,792,440</b>	<b>\$ (1,084,754)</b>
Reserves Added (Used)	3,243,567	(4,121,697)	(644,534)	2,970,149	1,792,440	(1,084,754)
Excess (Deficiency)	<b>(\$0)</b>	<b>(\$0)</b>	<b>\$0</b>	<b>(\$0)</b>	<b>(\$0)</b>	<b>(\$0)</b>



## General Fund Fiscal Year 2021 and 2020 Budget vs. Actual

	FY 2021 YTD			FY 2020		
	Budget	Actual YTD	Difference	Budget	Actual	Difference
Revenue	\$52,379,697	\$23,368,206	\$ (29,011,491)	\$62,637,195	\$53,211,609	\$ (9,425,587)
Expenditures	52,379,697	20,124,639	(32,255,058)	62,637,195	57,333,305	(5,303,890)
Excess (Deficiency)	<b>\$ 0</b>	<b>\$ 3,243,567</b>	<b>\$ 3,243,567</b>	<b>\$ -</b>	<b>\$ (4,121,697)</b>	<b>\$ (4,121,697)</b>

# GENERAL FUND RESERVES (FUND BALANCE)

Fund balance, often referred to as reserves, is the difference between assets and liabilities reported in the City's governmental funds (i.e. General Fund). Generally there are limitations on how the resources of a governmental fund may be used. The force behind these limitations can vary significantly, depending on their source. Consequently, the fund balance reported in the annual financial statements is categorized into the five components as follows:

<p><b>Nonspendable</b></p> <ul style="list-style-type: none"> <li>Resources that are 1) not in spendable form, such as inventories, prepaids, long-term receivables, or non-financial assets held for resale, or 2) required to be maintained intact such as an endowment.</li> </ul>
<p><b>Restricted</b></p> <ul style="list-style-type: none"> <li>Resources that are subject to externally enforceable legal restrictions; these restrictions would be either 1) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments, or 2) imposed by law through constitutional provisions or enabling legislation.</li> </ul>
<p><b>Committed</b></p> <ul style="list-style-type: none"> <li>Resources that are constrained to specific purposes by a formal action (i.e. resolution or ordinance) of the City Council that requires formal action at the same level to remove the commitment.</li> </ul>
<p><b>Assigned</b></p> <ul style="list-style-type: none"> <li>Resources that are constrained by the City's intent to be used for specific purposes, but that are neither restricted nor committed. The intended use is established by the highest level of decision making, another body designated for that purpose (i.e. Finance Committee), or by an official designated for that purpose.</li> </ul>
<p><b>Unassigned (both 60 day requirement and available to spend)</b></p> <ul style="list-style-type: none"> <li>Within the General Fund, the residual resources, either positive or negative, in excess of what can be properly classified in one of the other four fund balance categories (nonspendable, restricted, committed, and assigned).</li> </ul>

## Calculation of Number of Days of Reserves

Current Fiscal Year 2021 General Fund Budget	\$ 52,379,697
Divided by 365 days (Daily Reserve Level)	\$ 143,506
Total Unassigned Fund Balance (see next page)	\$ 17,129,554
<b>Divide Daily Reserve Level by Total Unassigned Fund Balance for # of Days</b>	<b>119</b>

**119 days or \$8,519,193  
in spendable reserves**



# GENERAL FUND RESERVES (FUND BALANCE)

**Estimated as of November 30, 2020**

<b>Current FY 2021 Budget</b>	\$ 52,379,697	
<b>*60 Day Reserve (Adopted Budget Divided by 365 then Multiplied by 60)</b>	<b>8,610,361</b>	
Total Fund Balance as of November 30, 2020 (Unaudited)		\$ 22,112,286
<b>Nonspendable:</b>		
Long-Term Portion of Annexation Loan Receivable	6,069	
Prepaid Assets	49,517	
	55,586	
<b>Restricted:</b>		
Bond Ordinance Reserves	933,391	
	933,391	
<b>Total Nonspendable and Restricted</b>		988,978
<b>Fund Balance, Unrestricted</b>		21,123,309
<b>USE OF RESERVES</b>		
<b>Fund Balance, Unrestricted</b>		21,123,309
<b>Committed (by Ordinance, Resolution, Grant or Contract):</b>		
<b>By Resolution:</b>		
Designated for Annexation Loans (Resolution 4437) Approved 6-23-03	75,000	
Designated for Infrastructure (Resolution 5240) Approved 9-13-10	175,000	
Balance of FY 2021 Budget Re-Appropriation Resolution - Approved 9-24-20	947,576	
	1,197,576	
<b>By City Council Vote:</b>		
Hitching Post Purchase - Approved 7-22-19	329,630	
Splash Pad Sewer and Manhole Cover Change Order - Approved 3-23-20	20,232	
	349,862	
<b>By Budget Ordinance:</b>		
Balance of FY 2021 Budget Ordinance - Approved 6-16-20	780,504	
	780,504	
<b>Total Committed</b>		2,327,941
<b>Assigned (Established by Highest Level of Decision Making or Official Designated)</b>		
<b>By Management Intent:</b>		
Transfer to Cover Civic Center Negative Fund Balance from March-June 2020	316,859	
Transfer to Cover Civic Center Negative Fund Balance from July-November 2020	126,391	
Self Insurance Fund	818,931	
Agency Fund (rolled up into General Fund)	403,633	
	1,665,813	
<b>Total Assigned</b>		1,665,813
Unassigned Fund Balance Available (Unrestricted Fund Balance Less Total Committed and Assigned)		17,129,554
*Less 60 days Unassigned Reserves from Above (Required by Resolution 5605)		8,610,361
<b>Available to Spend</b>		<b>\$ 8,519,193</b>

# SALES TAX COMPARISON OVERVIEW

## October 2020 versus October 2019 Analysis

In October 2020 the City's sales tax collections were 1.9% lower than October 2019.

On page 11, you will see a table that shows the variations of more than \$15,000 in sales taxes collected in Laramie County, comparing October 2019 to October 2020.

The sales tax differences are as follows:

- 2131 - Support Activities for Mining **decreased by \$192,427**. This decrease is a continuing trend that is a direct result of the decline of oil and gas extraction in Laramie County.
- 5324 - Machinery and Equipment Rental and Leasing **decreased by \$203,914**. This industry group is comprised of establishments primarily engaged in renting or leasing commercial-type and industrial-type machinery and equipment.
- 4539 - Other Miscellaneous Store Retailers **decreased by \$316,195**. This industry group is comprised of establishments primarily engaged in retailing new miscellaneous specialty store merchandise (except motor vehicle and parts dealers; furniture and home furnishings stores; consumer-type electronics and appliance stores; building material and garden equipment and supplies dealers; food and beverage stores; health and personal care stores; gasoline stations; clothing and clothing accessories stores; sporting goods, hobby, book, and music stores; general merchandise stores; florists; office supplies, stationery, and gift stores; and used merchandise stores).
- 4441 - Building Material and Supplies Dealers **increased \$261,550**. This industry group is comprised of establishments primarily engaged in retailing new building materials and supplies.
- 4541 - Electronic Shopping and Mail Order Houses **increased \$311,962**. This industry is made up of establishments primarily engaged in retailing merchandise using non-brick and mortar store means. Online shopping with companies such as Amazon would be classified in this category.
- 9211 - Executive Legislative and General Government **increased \$338,224**. This NIC code is primarily used by Laramie County to report sales or use tax collections on all vehicle purchases except motorcycles obtained from a Wyoming dealer.

# SALES TAX DISTRIBUTION BY MINOR BUSINESS CLASS FOR LARAMIE COUNTY

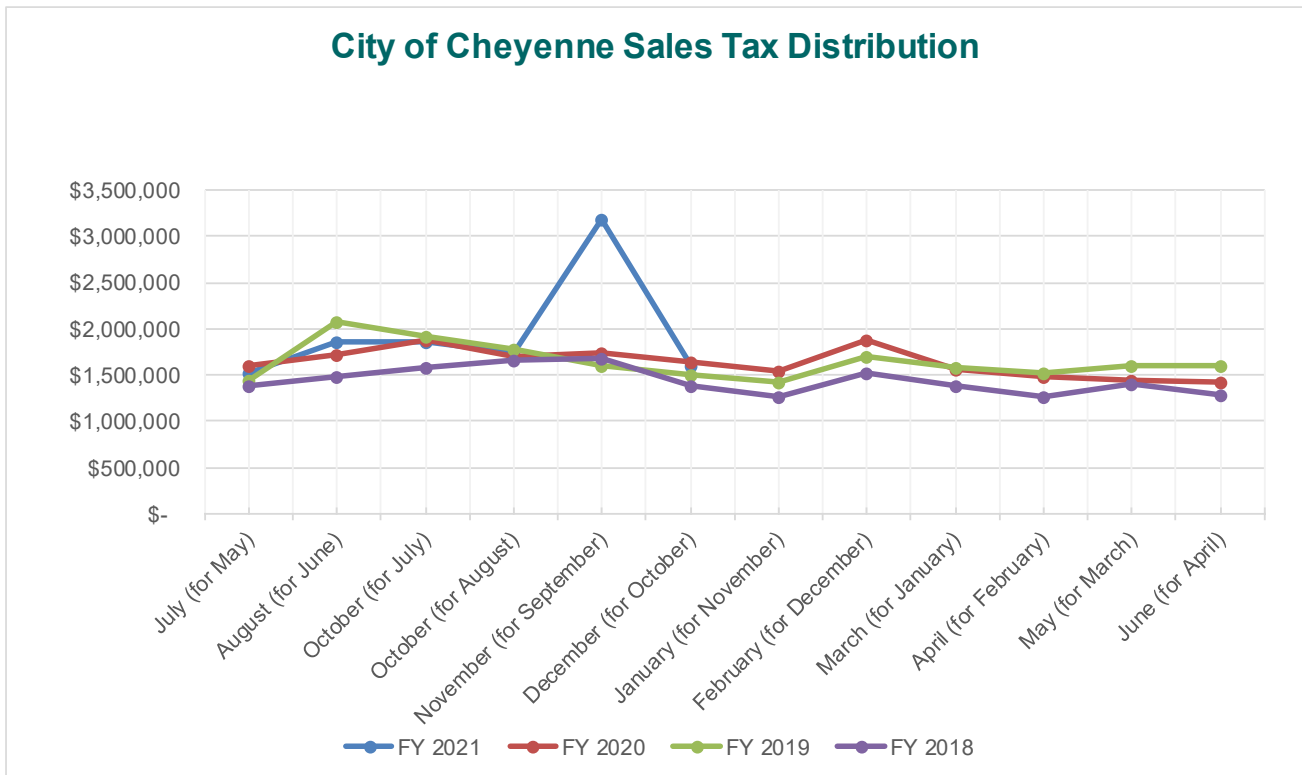
## October Sales Tax Received in December

Description	October 2019	October 2020	Difference
4539-OTHER MISCELLANEOUS STORE RETAILERS	\$ 495,373.00	\$ 179,178.00	\$ (316,195.00)
5324-MACHINERY AND EQUIPMENT RENTAL AND LEASING	492,259.00	288,345.00	(203,914.00)
2131-SUPPORT ACTIVITIES FOR MINING	422,502.00	230,075.00	(192,427.00)
4431-ELECTRONICS AND APPLIANCE STORES	409,754.00	237,857.00	(171,897.00)
2211-POWER GENERATION AND SUPPLY	932,849.00	784,062.00	(148,787.00)
7211-TRAVELER ACCOMMODATION	451,003.00	329,308.00	(121,695.00)
2362-NONRESIDENTIAL BUILDING CONSTRUCTION	217,845.00	103,705.00	(114,140.00)
5173-TELECOMMUNICATIONS RESELLERS	167,868.00	90,142.00	(77,726.00)
4521-DEPARTMENT STORES	231,007.00	157,241.00	(73,766.00)
8113-COMMERCIAL MACHINERY REPAIR AND MAINTENANCE	114,602.00	51,060.00	(63,542.00)
4481-CLOTHING STORES	232,547.00	191,630.00	(40,917.00)
4238-MACHINERY AND SUPPLY MERCHANT WHOLESALERS	108,110.00	71,869.00	(36,241.00)
4246-CHEMICAL MERCHANT WHOLESALERS	70,813.00	39,562.00	(31,251.00)
4413-AUTO PARTS, ACCESSORIES, AND TIRE STORES	342,702.00	311,459.00	(31,243.00)
4821-RAIL TRANSPORTATION	52,241.00	22,441.00	(29,800.00)
3241-PETROLEUM AND COAL PRODUCTS MANUFACTURING	52,059.00	22,938.00	(29,121.00)
4529-OTHER GENERAL MERCHANDISE STORES	807,783.00	780,713.00	(27,070.00)
2111-OIL AND GAS EXTRACTION	26,260.00	-	(26,260.00)
4471-GASOLINE STATIONS	336,704.00	310,578.00	(26,126.00)
3334-HVAC AND COMMERCIAL REFRIGERATION EQUIPMENT	22,291.00	-	(22,291.00)
2361-RESIDENTIAL BUILDING CONSTRUCTION	49,790.00	29,759.00	(20,031.00)
5415-COMPUTER SYSTEMS DESIGN AND RELATED SERVICES	35,058.00	15,367.00	(19,691.00)
5174-SATELLITE TELECOMMUNICATIONS	19,162.00	-	(19,162.00)
5321-AUTOMOTIVE EQUIPMENT RENTAL AND LEASING	176,758.00	158,249.00	(18,509.00)
4247-PETROLEUM MERCHANT WHOLESALERS	16,983.00	-	(16,983.00)
8123-DRYCLEANING AND LAUNDRY SERVICES	16,397.00	-	(16,397.00)
3324-BOILER, TANK, AND SHIPPING CONTAINER MFG.	15,250.00	-	(15,250.00)
7213-ROOMING AND BOARDING HOUSES	-	16,501.00	16,501.00
7212-RV PARKS AND RECREATIONAL CAMPS	-	17,026.00	17,026.00
8114-HOUSEHOLD GOODS REPAIR AND MAINTENANCE	-	17,035.00	17,035.00
4453-BEER, WINE, AND LIQUOR STORES	47,881.00	65,609.00	17,728.00
4233-LUMBER AND CONST. SUPPLY MERCHANT WHOLESALERS	52,346.00	71,013.00	18,667.00
4461-HEALTH AND PERSONAL CARE STORES	111,748.00	131,214.00	19,466.00
3323-ARCHITECTURAL AND STRUCTURAL METALS MFG.	-	20,887.00	20,887.00
4244-GROCERY AND RELATED PRODUCT WHOLESALERS	-	22,130.00	22,130.00
4236-ELECTRIC GOODS MERCHANT WHOLESALERS	81,072.00	106,083.00	25,011.00
2381-BUILDING FOUNDATION AND EXTERIOR CONTRACTORS	36,521.00	61,933.00	25,412.00
5181-ISPS AND WEB SEARCH PORTALS	-	29,239.00	29,239.00
8111-AUTOMOTIVE REPAIR AND MAINTENANCE	347,656.00	384,120.00	36,464.00
2382-BUILDING EQUIPMENT CONTRACTORS	26,315.00	65,926.00	39,611.00
4511-SPORTING GOODS AND MUSICAL INSTRUMENT STORES	137,480.00	183,861.00	46,381.00
7222-LIMITED-SERVICE EATING PLACES	397,875.00	459,088.00	61,213.00
4234-COMMERCIAL EQUIP. MERCHANT WHOLESALERS	73,728.00	144,497.00	70,769.00
4543-DIRECT SELLING ESTABLISHMENTS	50,903.00	126,409.00	75,506.00
5172-WIRELESS TELECOMMUNICATIONS CARRIERS	17,285.00	105,050.00	87,765.00
3341-COMPUTER AND PERIPHERAL EQUIPMENT MFG.	-	91,108.00	91,108.00
4441-BUILDING MATERIAL AND SUPPLIES DEALERS	1,091,559.00	1,353,109.00	261,550.00
4541-ELECTRONIC SHOPPING AND MAILORDER HOUSES	589,256.00	901,218.00	311,962.00
9211-EXECUTIVE, LEGISLATIVE AND GENERAL GOVERNMENT	1,604,739.00	1,942,963.00	338,224.00

# SALES TAX COMPARISON

CITY OF CHEYENNE 4% STATE SALES TAX DISTRIBUTION				
MONTH RECEIVED IN	FY 2021	FY 2020	FY 2019	FY 2018
July (for May)	\$ 1,515,278	\$ 1,608,759	\$ 1,435,037	\$ 1,374,694
August (for June)	1,861,193	1,721,653	2,073,763	1,491,078
October (for July)	1,855,945	1,881,067	1,925,699	1,589,781
October (for August)	1,734,990	1,700,588	1,781,835	1,650,661
November (for September)	3,178,334	1,734,556	1,598,139	1,688,428
December (for October)	1,600,310	1,631,320	1,494,157	1,382,534
January (for November)		1,547,426	1,418,761	1,260,917
February (for December)		1,872,895	1,694,570	1,530,952
March (for January)		1,569,278	1,578,528	1,377,421
April (for February)		1,475,787	1,516,814	1,257,653
May (for March)		1,443,907	1,593,771	1,393,103
June (for April)		1,416,691	1,593,636	1,284,513
<b>Total</b>	<b>\$ 11,746,050</b>	<b>\$ 19,603,927</b>	<b>\$ 19,704,709</b>	<b>\$ 17,281,734</b>

Please note: Sales tax revenue is received two months after collections.



**CITY OF CHEYENNE**  
**ENTERPRISE FUNDS**

# ENTERPRISE FUNDS SUMMARY

## Cheyenne Civic Center

From July 1-November 30, 2020, the Cheyenne Civic Center experienced a \$176,392 total operating loss. This does not include the \$50,000 regular General Fund subsidy, which when considered decreased the loss to \$126,392 for July-November 2020.

Through the end of November the City has transferred an additional \$322,917 from the General Fund to cover Civic Center losses from Fiscal Year 2019. With this additional transfer, the Civic Center's net income is \$196,525.

The cost recovery rate before the subsidy (meaning the percentage of operating revenue needed to cover operating expenditures) has increased to 10.73% from 8.15% at October 31, 2020.

With the monthly transfer from the General Fund, the total negative net position (net worth) has decreased from a negative \$1,091,859 as of June 30, 2020, to a negative \$895,334 on November 30, 2020. This will continue to decrease each month as the General Fund transfer is made.

## Cheyenne Ice and Events Center

The Ice and Events Center has an operating net loss of \$63,316 from July 1-November 30, 2020. With the addition of the General Fund Subsidy of \$6,667 per month (\$33,333 for the first five months in fiscal year 2021) the total net loss decreased to \$29,983 as of November 30, 2020. The Ice and Event Center's net position is now \$1,986,548.

## Solid Waste Fund

The Solid Waste Fund had a net profit of \$936,141 from July 1-November 30, 2020. This includes a 9.3% transfer to the General Fund for a "franchise fee" in the amount of \$969,738. The Solid Waste Fund's net position is now \$42,164,401.

# CHEYENNE CIVIC CENTER

## Statement of Revenues and Expenditures FY 2021 YTD through November 30, 2020

	FY 2021 Budget	FY 2021 Actual (YTD)	% Budget Used (41.66% to date)	FY 2020 Actual	FY 2019 Actual
Operating Revenue	\$ 1,785,363	\$ 21,211	1.19%	\$ 1,138,433	\$ 1,871,657
Operating Expenditures	(1,905,363)	(197,603)	10.37%	(1,775,152)	(2,683,295)
Net operating income (loss)	(120,000)	(176,392)		(636,719)	(811,638)
Subsidy from General Fund	120,000	50,000	269.10%	120,000	120,000
Transfer to Cover Deficit	-	322,917		-	-
	120,000	372,917		120,000	120,000
<b>Net income (loss)</b>	<b>\$ 0</b>	<b>\$ 196,525</b>		<b>\$ (516,719)</b>	<b>\$ (691,638)</b>
Cost Recovery Rate before subsidy		10.73%		64.13%	69.75%

### Civic Center Fund Net Position

Net investment in capital assets	\$ 412,726	\$ 412,726	\$ 521,114
Unrestricted (deficit)	(1,308,060)	(1,612,973)	(1,096,259)
<b>Net Position</b>	<b>\$ (895,334)</b>	<b>\$ (1,091,859)</b>	<b>\$ (575,145)</b>

### Civic Center Net Income (Loss) History

Fiscal Year	Net Profit (Loss)	Beginning Net Position	Ending Net Position
2009	\$ (83,867)	\$ 776,227	\$ 692,360
2010	387,617	692,360	1,079,977
2011	48,239	1,079,977	1,128,216
2012	(124,457)	1,128,216	1,003,759
2013	(82,662)	1,003,759	921,097
2014	(229,082)	921,097	692,014
2015	72,849	692,014	764,863
2016	(291,653)	764,863	473,210
2017	(135,437)	473,210	337,773
2018	(221,280)	337,773	116,493
2019	(691,638)	116,498	(575,140)
2020	(516,719)	(575,140)	(1,091,859)
2021 YTD	196,525	(1,091,859)	(895,334)

### Civic Center History of General Fund Subsidy

Fiscal Year	Amount
2009	\$ 309,240
2010	293,742
2011	264,400
2012	270,590
2013	201,498
2014	200,000
2015	200,000
2016	200,000
2017	200,000
2018	160,000
2019	120,000
2020	120,000
2021	895,000

# CHEYENNE ICE AND EVENTS CENTER

## Statement of Revenues and Expenditures

FY 2021 YTD through November 30, 2020

	FY 2021 Budget	FY 2021 Actual (YTD)	% Budget Used (41.66% to date)	FY 2020 Actual	FY 2019 Actual
Operating Revenue	\$ 689,404	\$ 101,590	14.74%	\$ 384,176	\$ 505,937
Operating Expenditures	(771,404)	(164,907)	21.38%	(674,029)	(743,078)
Net operating income (loss)	(82,000)	(63,316)		(289,854)	(237,142)
Miscellaneous Income	2,000	-	0.00%	194,555	(782)
Subsidy from General Fund	80,000	33,333	41.67%	80,000	80,000
<b>Net income (loss)</b>	<b>\$ 0</b>	<b>\$ (29,983)</b>		<b>\$ (15,298)</b>	<b>\$ (157,924)</b>
Cost Recovery Rate before subsidy		61.60%		57.00%	68.09%

### Ice and Events Center Fund Net Position

Net investment in capital assets	\$ 2,197,710	\$ 2,197,710	\$ 2,424,257
Unrestricted (deficit)	(211,162)	(407,726)	(392,428)
<b>Net Position</b>	<b>\$ 1,986,548</b>	<b>\$ 2,016,531</b>	<b>\$ 2,031,829</b>

### Ice & Event Center Net Profit (Loss) History

Fiscal Year	Net Profit (Loss)	Beginning Net Position	Ending Net Position
2009	\$ (186,356)	\$ 2,981,629	\$ 2,795,273
2010	(218,726)	2,795,273	2,576,547
2011	170,016	2,576,547	2,746,563
2012	272,375	2,746,563	3,018,938
2013	4,943	3,018,938	3,023,881
2014	(136,690)	3,023,881	2,887,191
2015	(182,638)	2,887,191	2,704,553
2016	(209,104)	2,704,553	2,495,449
2017	(190,160)	2,495,449	2,305,289
2018	(115,536)	2,305,289	2,189,753
2019	(157,924)	2,189,753	2,031,829
2020	(15,298)	2,031,829	2,016,531
2021 YTD	(29,983)	2,016,531	1,986,548

### Ice and Event Center History of General Fund Subsidy

Fiscal Year	Amount
2014	\$ 120,000
2015	120,000
2016	120,000
2017	120,000
2018	80,000
2019	80,000
2020	80,000
2021	80,000



# SOLID WASTE FUND

## Statement of Revenues and Expenditures FY 2021 YTD through November 30, 2020

	FY 2021 Budget	FY 2021 Actual (YTD)	% Budget Used (41.66% to date)	FY 2020 Actual	FY 2019 Actual
Operating Revenue	\$ 29,810,800	\$ 6,461,116	21.67%	\$ 17,904,806	\$ 16,611,324
Operating Expenditures	(27,483,429)	(4,555,237)	16.57%	(11,524,394)	(7,363,137)
Net operating income (loss)	2,327,371	1,905,879		6,380,412	9,248,188
Subsidy to General Fund	(2,327,371)	(969,738)	41.67%	(700,000)	(748,000)
<b>Net income (loss)</b>	<b>\$ -</b>	<b>\$ 936,141</b>		<b>\$ 5,680,412</b>	<b>\$ 8,500,188</b>

### Solid Waste Fund Net Position

Net investment in capital assets	\$ 31,658,388	\$ 31,658,388	\$ 30,024,854
Unrestricted	10,506,013	10,100,361	5,522,993
<b>Net Position</b>	<b>\$ 42,164,401</b>	<b>\$ 41,228,259</b>	<b>\$ 35,547,847</b>

**CITY OF CHEYENNE**  
**OTHER FUNDS**

# CITY FUND BALANCES AS OF NOVEMBER 30, 2020

General Fund	
001 - General Fund	\$ 20,889,723
103 - Employee Self Insurance Fund	818,931
210 - Agency Fund	403,633
<b>Total General Fund</b>	<b>\$ 22,112,286</b>

Special Revenue Funds	
010 - Weed and Pest Fund	\$ 300,190
011 - Local and State Grants Fund	256,586
012 - Youth Alternative Grants Fund	387,300
014 - Recreation Programs Fund	436,845
015 - Belvoir Recreation Fund	12,000
018 - Community Development Block Grant Fund	(5,804)
019 - Real Property Revolving Fund	568,036
024 - Law Enforcement Grants Fund	(14,529)
025 - Federal Grants Fund	346,809
026 - Transportation Planning Fund (MPO)	(45,628)
027 - Transit Fund	87,287
028 - Juvenile Justice Fund	188,451
029 - Special Friends Fund	95,815
200 - Annexation Loans	241,416
205 - Housing Loans Fund	303,848
<b>Total Special Revenue Funds</b>	<b>\$ 3,158,621</b>

Capital Projects Funds	
013 - Development Impact Fees Fund	\$ 728,622
030 - 6th Penny Fund (Special Purpose Option Tax)	19,753,903
031 - Youth Alternative Activities	34,848
041 - Golf Improvements Fund	569,513
211 - Parks Facilities Fund (Menards Sale Proceeds)	14
020 - 5th Penny Fund (1% Sales Tax 2019-2022 Ballot)	32,014,635
021 - 5th Penny (1% Sales Tax) Fund (2011-2014)	85,145
022 - 5th Penny Fund (1% Sales Tax 2015-2018 Ballot)	9,898,030
<b>Total 5th Penny Fund</b>	<b>\$ 41,997,810</b>
<b>Total Capital Projects Funds</b>	<b>\$ 63,084,710</b>

# CITY FUND BALANCES AS OF NOVEMBER 30, 2020

## Proprietary Funds (Enterprise and Internal Service Funds)

023 - Solid Waste Fund	\$	42,164,401
101 - Fleet Maintenance Fund		863,346
110 - Civic Center Fund		(895,334)
114 - Ice and Events Center Fund		1,986,548
<b>Total Proprietary Funds</b>	<b>\$</b>	<b>44,118,961</b>

## Permanent Fund

220 - Cemetery Perpetual Care Fund	\$	796,451
<b>Total Permanent Fund</b>	<b>\$</b>	<b>796,451</b>

<b>Total City Funds</b>	<b>\$</b>	<b>133,271,030</b>
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# FUND DEFINITIONS

The City has 28 funds that are organized in five different categories: General Fund, Special Revenue Funds, Capital Project Funds, Proprietary (Enterprise and Internal Service) Funds and Permanent Fund. See pages 21-22 for balances of each fund.

## GENERAL FUND

The General Fund is a government's basic operating fund and accounts for everything not accounted for in another fund. Two additional funds are combined with the General Fund at the end of the fiscal year. Those funds are:

- **Self Insurance Fund (103)** - accounts for the proposed Employee Self Insurance Fund. In the Fiscal Year 2020 Budget the Governing Body voted to transfer the anticipated health insurance rate increase of 9.5% that was budgeted for but did not occur in order to establish a reserve, or savings account, to prepare for the possibility of going self-funded for City employee health insurance in FY 2021.
- **Agency Fund (210)** - accounts for monies held for other organizations and donations received for specified projects.

## SPECIAL REVENUE FUNDS

These funds are used to account for specific revenue sources that are legally restricted or committed (i.e. grant funds) to expend for particular purposes. Note that these grant funds can often times have a temporary negative fund balance as the expenditures have occurred in one month but the reimbursements have not yet been requested until the following month. The City has 14 special revenue funds:

- **Weed and Pest Control Fund (010)** - accounts for monies received by the City from a general county tax levy to administer a program of weed and pest control.
- **Local and State Grants Fund (011)** - accounts for grant revenue received from various state agencies and other organizations.
- **Youth Alternative Grants Fund (012)** - accounts for monies received by the City from various agencies to administer a program for youth.
- **Recreation Programs Fund (014)** - accounts for monies received by the City from various sources such as Child Care Programs, Depot Events, Superday, Botanic Gardens, Aquatics, Concessions, and Recreation for administration of these recreation programs.
- **Belvoir Recreation Fund (015)** - accounts for monies received by the City from the wind energy lease on the Belvoir Ranch to enhance recreational facilities. These wind energy lease payments, projected to start in late 2020, are split evenly between the Belvoir Recreation Fund, Solid Waste Fund and Board of Public Utilities.
- **Community Development Block Grant (CDBG) (018)** - accounts for CDBG federal grant funds received and given to various entities which assist low income individuals.
- **Law Enforcement Grants Funds (024)** - accounts for grant funds received by the police department to administer various police programs.
- **Federal Grants Fund (025)** - accounts for grant revenue received from various federal agencies to administer a variety of projects and programs.
- **Transportation Planning (MPO) Fund (026)** - accounts for federal funds used for planning of streets and other transportation projects.

# FUND DEFINITIONS

- **Transit Grant Fund (027)** - accounts for federal, state and local funds used to provide public transportation.
- **Juvenile Justice Fund (028)** - accounts for a program which assists youth in trouble.
- **Special Friends Fund (029)** - accounts for a program which brings adults together with young people, funded by grants and donations.
- **Annexation Improvements (200)** - accounts for monies from individuals who have prepaid for annexation improvements in areas not yet annexed by the City.
- **Housing Loans Fund (205)** - accounts for monies collected from rehabilitation loans made to low-income owners through the Neighborhood Housing Service. When the agency closed, the loans were turned over to the City. Money collected from homeowners who received low-interest rehabilitation loans through the Cheyenne Redevelopment Agency is also in this fund.

## CAPTIAL PROJECT FUNDS

Capital project funds account for the construction, rehabilitation and acquisition of capital assets, such as buildings, equipment and roads.

- **Development Impact Fund (013)** - accounts for community facility fees received to be used for park development and infrastructure costs.
- **1% Sales Tax Fund (020, 021, 022)** - accounts for tax revenue received from an optional 1% sales tax approved by voters every four years to be used primarily for street and road projects, commonly referred to as the 5th penny.
- **Special Purpose Option Tax (030)** - accounts for major projects financed through a voter approved capital facilities sales tax, referred to as the 6th penny.
- **Youth Activities Fund (031)** - accounts for construction of Youth Alternatives projects with funds received from the ropes course.
- **Golf Facilities Fund (041)** - accounts for improvements to City golf facilities funded with a portion of revenues received from golf annual memberships.
- **Parks Facilities Fund (211)** - accounts for capital improvements to parks facilities funded by the proceeds from the sale of City property to Menards in 2012.

## PROPRIETARY FUNDS

Proprietary funds are used to account for the City's business-type activities. There are two types of proprietary funds: Enterprise Funds and Internal Service Funds. Each type of fund imposes fees or charges for services. Enterprise Funds provide services to customers outside the city. Internal Service Funds are used when a fund primarily provides benefits to other funds, departments, or agencies of the city and its component units, or to other governments.

- **Fleet Maintenance Fund (101)** - accounts for the costs of fueling and maintaining all fleet vehicles and equipment used in City operations. This is an Internal Service Fund.
- **Solid Waste Fund (023)** - monies received from solid waste charges and allocated to the operation and maintenance of the City's solid waste activities mandated by federal and state regulations and to accumulate funds for the closure and post-closure costs of the landfill. This is an Enterprise Fund.

# FUND DEFINITIONS

- **Civic Center (110)** - provides a location for concerts, state performances and other shows. This is an Enterprise Fund.
- **Ice and Events Center (114)** - provides activities at the Center including ice skating, hockey, concerts, roller skating, miniature golf and other public and private events. This is an Enterprise Fund.

## PERMANENT FUND

Permanent Funds are used to report resources that cannot be expended, but must be held in perpetuity. Generally these resources are invested and a government may spend the earnings, often for a purpose specific by the provider of the resources.

- **Cemetery Perpetual Care Fund (220)** - this fund was set up for the perpetual care of Cheyenne cemeteries. Four hundred dollars is put into this fund each time a cemetery space is purchased. The investment earnings of this fund are transferred monthly to the General Fund.