

# City of Cheyenne

## Monthly Financial Snapshot

### June 30, 2021



This report summarizes the City of Cheyenne's General Fund revenues and expenditures through June 30, 2021. 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 2021.

## CITY TREASURER NOTES - RECAP OF FISCAL YEAR 2021

In the Spring of 2020, when COVID-19 first began, there were many unknown economic implications from the pandemic. As a result, the City responded by significantly dropping revenue forecasts in the Fiscal Year (FY) 2021 budget, which in turn forced us to make some very difficult expenditure cutting decisions. Some of these decisions included a reduction-in-force of 18 employees, not filling 15 vacant positions, and moving 6 positions from the General Fund to other City funds.

More than 75% of the City of Cheyenne's General Fund budget covers payroll and related expenses. Additionally, there are various mandatory and contractually obligated spending items included, such as the City's bond payments, utilities, telecommunications, fuel and repairs for vehicles and equipment, and property and liability insurance, to name a few. These items encompass 21% of the City's budget. Therefore, 96% of the City's budget is allocated for non-discretionary purposes. In addition to the staffing cuts that were made, the City was forced to make further reductions including almost all discretionary training and capital expenditures and most supply budgets.

The City's initial approved budget in FY 2021 was \$50,652,480. In comparison, the City's budget ten years ago in FY 2011 was \$50,473,830. You can see that over a ten year period the City's budget only increased \$178,650 while inflation in Southeast Wyoming increased over 26% during this time. If you factor in this 26% inflation rate, the City's expenditure budget should have grown by over \$13 million over the past 10 years in order to maintain the same level of municipal government services experienced by Cheyenne citizens in 2011. This displays the challenges facing our elected officials and City of Cheyenne leadership as revenues have remained very stagnant but expenditures continue to increase each year.

## GENERAL FUND REVENUES

With the very conservative revenue forecasts that I made when developing the FY 2021 budget, there is some very good news: revenues significantly outpaced those projections in FY 2021. The City collected a total of \$65,729,887 in revenue, which is \$12,518,278 more than what was received in FY 2020. This significant increase is attributed to the following:

- ➔ \$5,455,000 received in capital financing proceeds from refunding the parking revenue bonds,
- ➔ \$2,617,335 more in state sales tax,
- ➔ \$1,843,085 increase in building permit revenue,
- ➔ \$1,627,371 for the one-year increase from the Solid Waste Fund transfer, and
- ➔ \$798,986 CARES Act grant reimbursement that recouped COVID related payroll costs.

Below are some additional highlights of the final FY 2021 General Fund revenues:

### Positive

- ↑ Gas and electric franchise fees came in \$292,886 higher than FY 2020. This revenue source was also ahead of budgeted revenue by 101.02%.
- ↑ Property taxes were \$274,212 higher than last year and 102.27% of budgeted revenue.
- ↑ Vehicle taxes were \$115,982 higher than last year, and 106.67% of budgeted revenue.
- ↑ Building permit revenue was \$1,843,085 higher than FY 2020 and 199.41% at budgeted revenue.
- ↑ Sales and use tax received was \$2,617,335 higher than last year and 151.64% more than budgeted revenue. See pages 11-13 for more information on sales tax.
- ↑ Gas tax was \$92,128 less than FY 2020 but still at 107.19% of budgeted revenue as an adjustment was made to budgeted revenue projections to account for the anticipated decrease in gas sales.
- ↑ Lottery proceeds received was \$75,612 more than last year and 101% of budgeted revenue.

### Negative

- ↓ Cable television franchise fees were \$99,292 lower than the previous year and at 89.74% of budgeted revenue. The City receives 5% of gross revenues from its franchise agreement with Charter Communications.
- ↓ Telephone franchise fees were \$13,715 less than FY 2020 and at 41.21% of budgeted revenue.
- ↓ Court fines and bonds were \$26,905 less than last year and at 57% of budgeted revenue.
- ↓ Interest revenue decreased significantly from FY 2020 by \$545,199. The budgeted revenue was conservatively set at \$117,000 but the City still only received \$86,991, or 74.35% of budgeted revenue.
- ↓ Parking revenue, including fees for the Spiker and Cox Parking Facilities along with the East Parking Lot, were \$48,014 less than last year and only 87.4% of budgeted revenue.
- ↓ Miscellaneous rentals and leases did increase \$168,024 over last fiscal year; however, this is still negative as it only met 86.33% of the budgeted revenue projections. Budget projections were not met due to the Belvoir Wind Energy lease generating less revenue than was anticipated. The City budgeted \$1 million for this lease, but only received \$832,500 in FY 2021.
- ↓ Cemetery fees were \$1,237 less than last year, and only 92.28% of budgeted revenue. The City is running out of burial space and therefore sales are down compared to previous years.

## GENERAL FUND EXPENDITURES

The City budgeted \$58,304,784 for expenditures in Fiscal Year 2021. Even with the budget decrease, Departments only spent \$55,991,573 through June 30, 2021, or \$2,313,211 less than what was budgeted, ending the fiscal year with **96.03%** of the budget being used. This is due to a combination of factors, but primarily was a result of not being able to hire vacant seasonal and other positions.

Last year at the end of the fiscal year, the City had \$57,333,305 in expenditures. Therefore, in FY 2021, the City expended \$1,341,732 less compared to FY 2020.

Overall the City had **\$9,738,315** more in revenue at the end of June compared to expenditures (see page 8).

## GENERAL FUND RESERVES

Because revenues exceeded expenditures by nearly \$10 million in FY 2021, General Fund reserves have dramatically increased. If you look at pages 9-10, you can see that the City now has **152 days of operating reserves**. Last year, on June 30, 2020, the City had 86 days of reserves, and going back even further to February 2020, the City had only 68 days of reserves. The City currently has \$13,557,716 over the minimum limit of 60 days of reserves, or a total of \$23,416,875 in unassigned reserves.

On page 9 of this report, you will see there are five different components of reserves (or fund balance). Two of those components, “Committed” and “Assigned”, essentially holds the funds for other purposes and cannot be spent unless they are unheld in the same manner in which they were held.

Committing funds is done formally by either resolution, ordinance or Governing Body vote. The City has four items that are “Committed” and cannot be used for other purposes unless the Governing Body votes to uncommit. They include:

- \$329,630 for the purchase of the Hitching Post, which was approved on July 22, 2019.
- \$553,706 approved in the FY 2022 budget ordinance approved on June 14, 2021. This includes \$240,000 for the SkyWest Airlines minimum revenue guarantee, \$295,428 to pay for three new Compliance employees (two inspectors and one plans reviewer) for one year, and \$18,278 to pay for additional nuisance abatement activities.
- \$250,000 held per Resolutions 4437 and 5240 for annexation loans and infrastructure (approved on June 23, 2003 and September 13, 2010).

Assignment is less strict and can be done by the highest level of decision making, or in this case, the Mayor or other designated official. There are three items that have been assigned by Mayor Collins, including the following:

- \$2 million in reserves to start saving for payment of the City’s share of the Fire Pension A liability.
- \$590,856 to pay for the three new Compliance employees for two additional years (FY 2023 and 2024) with the building permit revenue from the new “Project Bison” Data Center received in both FY 2021 and 2022.
- \$629,530 for a FY 2022 re-appropriation that will be voted on September 23, 2021 by the Governing Body. Once this is approved, these funds will be moved from “Assigned” to “Committed”.

# REVENUE ANALYSIS

## General Fund Revenue Comparison Year to Date as of June 30:

	FY 2021 Budget	FY 2021 Actual	% Budget Used (100% to date)	FY 2020 Actual	FY 2019 Actual
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### TAXES & ASSESSMENTS

Gas and Electric Franchise Fees	\$ 4,215,000	\$ 4,257,920	↑ 101.02%	\$ 3,965,034	\$ 4,218,388
Telephone Franchise Fees (Quarterly)	109,000	44,923	↓ 41.21%	58,638	110,983
Cable TV Franchise Fees (Quarterly)	873,000	783,438	↓ 89.74%	882,730	878,703
Property Tax (December & June)	6,000,000	6,136,321	↑ 102.27%	5,862,109	5,462,239
Vehicle Tax	1,556,000	1,659,759	↑ 106.67%	1,543,777	1,538,189
<b>Total Taxes and Assessments</b>	<b>\$ 12,753,000</b>	<b>\$ 12,882,361</b>	<b>↑ 101.01%</b>	<b>\$ 12,312,287</b>	<b>\$ 12,208,502</b>

### LICENSES & PERMITS

Building Permits	\$ 1,900,000	\$ 3,788,858	↑ 199.41%	\$ 1,945,773	\$ 2,494,903
Liquor Licenses & Permits (January)	134,700	126,885	↓ 94.20%	127,405	134,844
Contractor Licensing	290,000	329,050	↑ 113.47%	273,497	330,224
Other Permits and Licenses	159,590	143,405	↓ 89.86%	152,259	165,060
<b>Total Licenses/Permits</b>	<b>\$ 2,484,290</b>	<b>\$ 4,388,198</b>	<b>↑ 176.64%</b>	<b>\$ 2,498,934</b>	<b>\$ 3,125,031</b>

### INTERGOVERNMENTAL

Sales and Use Tax	\$ 14,684,730	\$ 22,267,320	↑ 151.64%	\$ 19,649,985	\$ 19,526,321
Gas Tax	1,484,000	1,590,713	↑ 107.19%	1,682,841	1,620,044
Special Fuel Tax	599,000	604,864	↑ 100.98%	695,456	616,556
Cigarette Tax	305,000	307,522	↑ 100.83%	312,091	312,413
Mineral Royalties (Quarterly)	2,642,000	2,714,100	↑ 102.73%	2,719,511	2,720,745
Severance Tax (Quarterly)	2,152,999	2,200,709	↑ 102.22%	2,213,517	2,213,517
State Distribution (August & January)	3,986,318	3,989,844	↑ 100.09%	4,332,606	4,514,599
Historic Horse Racing (Semi-Annual)	517,000	726,007	↑ 140.43%	618,369	674,338
Lottery Proceeds (Quarterly)	381,000	384,820	↑ 101.00%	309,208	615,573
Skill Based Amusement Games	-	46,208	↑ 100.00%	-	-
State & DDA Subsidy	19,125	4,125	↓ 21.57%	5,550	(4,745)
<b>Total Intergovernmental</b>	<b>\$ 26,771,172</b>	<b>\$ 34,836,233</b>	<b>↑ 130.13%</b>	<b>\$ 32,539,135</b>	<b>\$ 32,809,361</b>

### CHARGES FOR SERVICES

Parking (Cox, Spiker, East Lot)	\$ 315,000	\$ 275,322	↓ 87.40%	\$ 323,336	\$ 383,442
Record Checks	4,000	2,138	↓ 53.45%	2,155	8,084
Burglar Alarms	15,000	20,300	↑ 135.33%	17,819	14,285
Vehicle Inspections (Quarterly)	35,000	37,220	↑ 106.34%	31,810	33,870
Nuisance Abatement	15,000	124,028	↑ 826.86%	11,338	8,257
Golf Course Revenue	337,000	427,916	↑ 126.98%	331,614	338,792
Aquatics Revenue	198,000	138,042	↓ 69.72%	222,833	330,308
Cost Allocation	724,250	826,606	↑ 114.13%	675,351	693,526
<b>Total Charges for Services</b>	<b>\$ 1,643,250</b>	<b>\$ 1,851,571</b>	<b>↑ 112.68%</b>	<b>\$ 1,616,255</b>	<b>\$ 1,810,563</b>

# REVENUE ANALYSIS

## General Fund Revenue Comparison Year to Date as of June 30:

	FY 2021 Budget	FY 2021 Actual	% Budget Used (100% to date)	FY 2020 Actual	FY 2019 Actual
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### FINES & FORFEITS

Liquor Violation Fee	\$ 2,000	\$ 250	↓ 12.50%	\$ 700	\$ 6,500
Parking Fines	122,000	256,686	↑ 210.40%	128,058	128,501
Court Fines	161,000	147,593	↓ 91.67%	124,434	171,519
Court Bonds	763,000	377,029	↓ 49.41%	427,093	995,411
<b>Total Fines &amp; Forfeits</b>	<b>\$ 1,048,000</b>	<b>\$ 781,557</b>	<b>↓ 74.58%</b>	<b>\$ 680,285</b>	<b>\$ 1,301,932</b>

### MISCELLANEOUS

Interest	\$ 117,000	\$ 86,991	↓ 74.35%	\$ 632,190	\$ 543,371
Cemetery	120,800	111,473	↓ 92.28%	112,710	122,096
Parks Rentals	29,000	44,054	↑ 151.91%	29,495	34,908
Kiwanis Community House Rentals	80,000	69,086	↓ 86.36%	44,812	80,669
Forestry Fees	2,000	1,625	↓ 81.25%	-	-
Miscellaneous Rentals & Leases	1,333,000	1,150,779	↓ 86.33%	982,755	451,470
Miscellaneous Police Charges	500	363	↓ 72.67%	259	3,061
Police Overtime Reimbursements	140,000	125,840	↓ 89.89%	250,792	108,397
Planning Fees	25,000	94,650	↑ 378.60%	24,175	24,820
Administrative Fees	-	790	↑ 100.00%	8,597	24,068
Advertising Fees	3,000	3,000	↑ 100.00%	2,700	2,925
Roundhouse Impact Fees	100,564	100,567	↑ 100.00%	114,933	-
Property Sales	10,000	3,063	↓ 30.63%	10,740	97,642
Proceeds from Capital Financing	5,455,000	5,455,000	↑ 100.00%	-	-
Miscellaneous	15,303	(1,799)	↓ -11.76%	30,228	39,451
Police Grants	595,000	606,400	↑ 101.92%	531,100	534,964
Transfers from Other Funds	2,333,371	3,138,084	↑ 134.49%	789,227	763,024
<b>Total Miscellaneous</b>	<b>\$ 10,359,538</b>	<b>\$ 10,989,966</b>	<b>↑ 106.09%</b>	<b>\$ 3,564,712</b>	<b>\$ 2,830,864</b>

<b>Total General Fund Revenues without Reserves</b>	<b>\$55,059,250</b>	<b>\$65,729,887</b>	<b>↑ 119.38%</b>	<b>\$53,211,609</b>	<b>\$54,086,252</b>
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*Reserves Used	3,245,534	-		4,121,696	644,534
<b>Total Revenues</b>	<b>\$ 58,304,784</b>	<b>\$ 65,729,887</b>	<b>↑ 112.73%</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
Re-appropriation for FY 2021 Budget - Approved through Resolution 12-28-20	20,232
Re-appropriation for FY 2021 Budget - Approved through Resolution 8-23-21	425,000
	<b>\$ 3,245,534</b>

# EXPENDITURE ANALYSIS

## General Fund Expenditure Status by Department and Division Year to Date as of June 30:

DEPARTMENT/DIVISION	FY 2021 Budget	FY 2021 Actual	% Budget Used (100% to date)	FY 2020 Actual	FY 2019 Actual
<b>CITY COUNCIL</b>					
City Council	\$ 260,352	\$ 253,018	↑ 97.18%	\$ 242,028	\$ 278,784
	<b>\$ 260,352</b>	<b>\$ 253,018</b>	<b>↑ 97.18%</b>	<b>\$ 242,028</b>	<b>\$ 278,784</b>
<b>MAYOR</b>					
Mayor	543,665	572,807	↓ 105.36%	710,924	689,535
City Attorney	607,176	611,944	↓ 100.79%	556,406	570,790
Human Resources	511,562	479,660	↑ 93.76%	718,932	584,115
Compliance	1,195,021	1,155,782	↑ 96.72%	1,440,674	1,308,311
Municipal Court	636,245	629,051	↑ 98.87%	667,208	693,309
Youth Alternatives	397,715	395,902	→ 99.54%	376,958	359,905
	<b>\$ 3,891,385</b>	<b>\$ 3,845,146</b>	<b>↑ 98.81%</b>	<b>\$ 4,471,102</b>	<b>\$ 4,205,965</b>
<b>CITY CLERK</b>					
City Clerk	760,935	687,853	↑ 90.40%	718,059	722,025
Information Technology	1,186,349	1,082,339	↑ 91.23%	1,174,812	1,255,095
	<b>\$ 1,947,284</b>	<b>\$ 1,770,192</b>	<b>↑ 90.91%</b>	<b>\$ 1,892,870</b>	<b>\$ 1,977,120</b>
<b>PUBLIC WORKS</b>					
Public Works Administration	200,132	198,034	↑ 98.95%	292,627	316,039
Traffic Engineering	504,877	502,023	→ 99.43%	493,582	508,763
Facilities Maintenance	815,756	757,787	↑ 92.89%	934,118	996,422
Street and Alley	2,298,720	2,236,013	↑ 97.27%	2,172,828	2,137,111
	<b>\$ 3,819,484</b>	<b>\$ 3,693,857</b>	<b>↑ 96.71%</b>	<b>\$ 3,893,155</b>	<b>\$ 3,958,335</b>
<b>POLICE</b>					
Police Administration	3,508,017	3,208,604	↑ 91.46%	3,375,270	3,864,585
Police Patrol	10,592,102	10,209,046	↑ 96.38%	10,544,863	10,746,063
	<b>\$ 14,100,119</b>	<b>\$ 13,417,651</b>	<b>↑ 95.16%</b>	<b>\$ 13,920,133</b>	<b>\$ 14,610,648</b>
<b>FIRE</b>					
Fire Administration	464,355	473,317	↓ 101.93%	526,885	637,791
Fire Training	315,621	348,666	↓ 110.47%	348,874	319,235
Fire Prevention	706,552	604,153	↑ 85.51%	630,000	543,119
Fire Public Education	-	-		93,793	89,751
Fire Suppression	9,497,330	9,577,910	↓ 100.85%	9,677,448	9,944,930
Fire Hazardous Materials	5,878	5,878	↓ 100.00%	(5,998)	87,081
Rope Rescue	-	-		158	(69,149)
Emergency Medical Services	199,482	176,817	↑ 88.64%	161,578	192,893
Fire Honor Guard	-	-		-	3,011
	<b>\$ 11,189,218</b>	<b>\$ 11,186,742</b>	<b>→ 99.98%</b>	<b>\$ 11,432,739</b>	<b>\$ 11,748,662</b>

# EXPENDITURE ANALYSIS

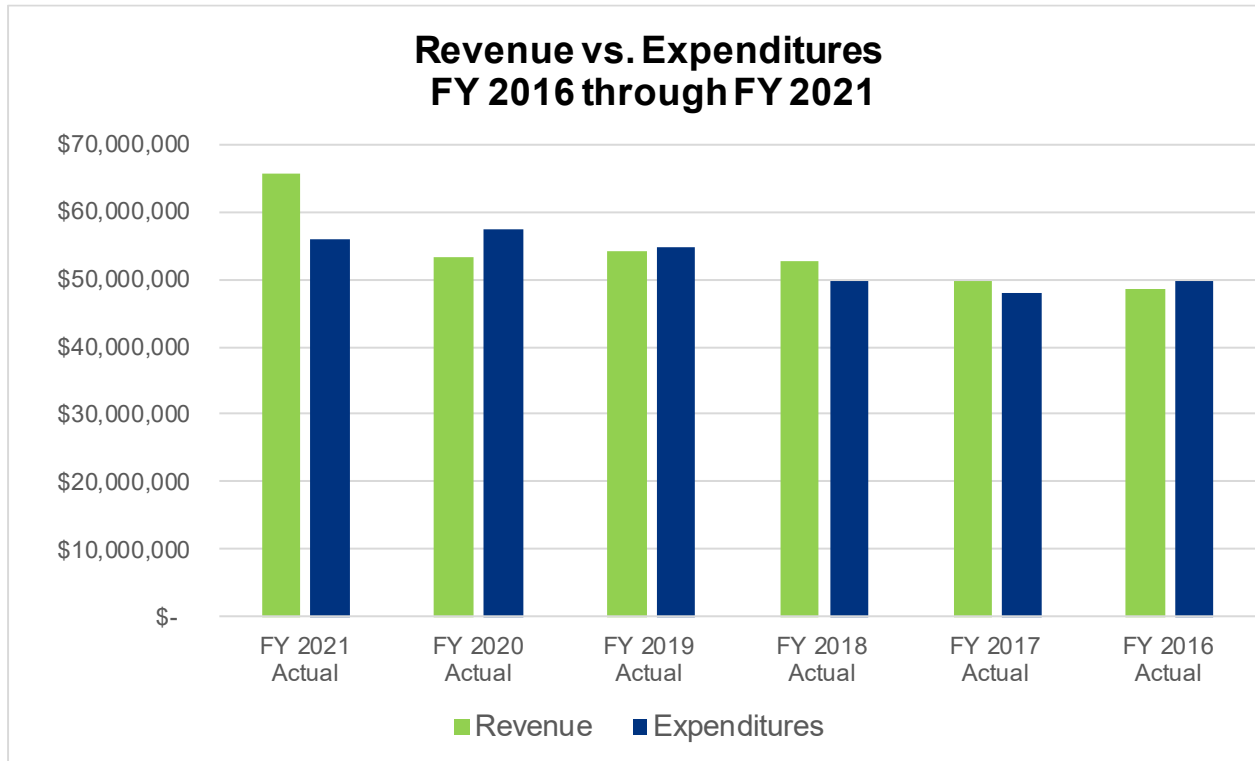
## General Fund Expenditure Status by Department and Division Year to Date as of June 30:

DEPARTMENT/DIVISION	FY 2021 Budget	FY 2021 Actual	% Budget Used (100% to date)	FY 2020 Actual	FY 2019 Actual
<b>COMMUNITY RECREATION AND EVENTS (CRE)</b>					
CRE Administration	\$ 552,430	\$ 546,703	↑ 98.96%	\$ 689,628	\$ 687,013
Forestry	618,056	625,036	↓ 101.13%	669,529	672,567
Programs and Facilities	434,168	426,938	↑ 98.33%	481,864	441,434
Aquatics	915,696	762,475	↑ 83.27%	926,198	1,087,178
Recreation	298,960	294,582	↑ 98.54%	295,751	286,846
Recreation Buildings	123,210	119,549	↑ 97.03%	93,034	114,647
Golf Courses	841,020	802,430	↑ 95.41%	859,700	851,358
Parks	1,691,149	1,755,145	↓ 103.78%	1,776,946	1,697,341
Cemetery	409,364	366,016	↑ 89.41%	371,556	442,883
Botanic Gardens	472,888	450,420	↑ 95.25%	654,427	639,206
Clean and Safe	369,010	320,988	↑ 86.99%	407,131	528,940
	<b>\$ 6,725,952</b>	<b>\$ 6,470,283</b>	<b>↑ 96.20%</b>	<b>\$ 7,225,764</b>	<b>\$ 7,449,412</b>
<b>CITY ENGINEER</b>					
Engineering	1,125,558	935,812	↑ 83.14%	1,043,146	1,097,055
	<b>\$ 1,125,558</b>	<b>\$ 935,812</b>	<b>↑ 83.14%</b>	<b>\$ 1,043,146</b>	<b>\$ 1,097,055</b>
<b>CITY TREASURER</b>					
Finance	679,499	670,312	↑ 98.65%	829,157	835,490
	<b>\$ 679,499</b>	<b>\$ 670,312</b>	<b>↑ 98.65%</b>	<b>\$ 829,157</b>	<b>\$ 835,490</b>
<b>PLANNING &amp; DEVELOPMENT</b>					
Planning/Development	785,657	704,799	↑ 89.71%	810,744	775,544
	<b>\$ 785,657</b>	<b>\$ 704,799</b>	<b>↑ 89.71%</b>	<b>\$ 810,744</b>	<b>\$ 775,544</b>
<b>MISCELLANEOUS</b>					
General Accounts	10,635,986	10,464,930	↑ 98.39%	4,767,640	4,819,950
Special Projects	1,327,274	949,034	↑ 71.50%	4,180,955	170,523
	<b>\$ 11,963,260</b>	<b>\$ 11,413,964</b>	<b>↑ 95.41%</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	1,271,236	↑ 87.16%	1,735,094	1,854,517
Community Services Support	318,700	318,700	↓ 100.00%	838,955	898,955
	<b>\$ 1,817,016</b>	<b>\$ 1,629,796</b>	<b>↑ 89.70%</b>	<b>\$ 2,623,874</b>	<b>\$ 2,803,297</b>
<b>Total</b>	<b>\$58,304,784</b>	<b>\$55,991,573</b>	<b>↑ 96.03%</b>	<b>\$57,333,305</b>	<b>\$54,730,786</b>

# REVENUE VS. EXPENDITURE COMPARISON

## General Fund Fiscal Years 2016-2021

	FY 2021 Actual	FY 2020 Actual	FY 2019 Actual	FY 2018 Actual	FY 2017 Actual	FY 2016 Actual
Revenue	\$65,729,887	\$53,211,609	\$ 54,086,252	\$52,787,994	\$49,774,857	\$48,609,410
Expenditures	55,991,573	57,333,305	54,730,786	49,817,845	47,982,416	49,694,164
Difference	<b>\$ 9,738,315</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)	9,738,315	(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	\$58,304,784	\$65,729,887	\$ 7,425,103	\$62,637,195	\$53,211,609	\$ (9,425,587)
Expenditures	58,304,784	55,991,573	(2,313,211)	62,637,195	57,333,305	(5,303,890)
Excess (Deficiency)	<b>\$ -</b>	<b>\$ 9,738,315</b>	<b>\$ 9,738,315</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 can 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 2022 General Fund Budget	\$ 53,893,220
Divided by 365 days (Daily Reserve Level)	\$ 147,653
Total Unassigned Fund Balance (see next page)	\$ 22,416,875
<b>Divide Daily Reserve Level by Total Unassigned Fund Balance for # of Days</b>	<b>152</b>

**152 days, or \$13,557,713  
in spendable reserves**

# GENERAL FUND RESERVES (FUND BALANCE)

**Estimated as of June 30, 2021**

<b>Estimated as of June 30, 2021</b>		
<b>Current FY 2022 Budget</b>	\$ 53,893,220	
<b>*60 Day Reserve (Adopted Budget Divided by 365 then Multiplied by 60)</b>	<b>8,859,159</b>	
<hr/>		
Total Fund Balance as of June 30, 2021 (Unaudited)		<u>\$ 27,384,470</u>
<b>Nonspendable:</b>		
Long-Term Portion of Annexation Loan Receivable	6,069	
Prepaid Assets	<u>87,647</u>	
	93,716	
<b>Restricted:</b>		
Bond Ordinance Reserves	<u>520,160</u>	
	520,160	
<b>Total Nonspendable and Restricted</b>		<u>613,876</u>
<b>Fund Balance, Unrestricted</b>		<u>26,770,594</u>
<b>USE OF UNRESTRICTED RESERVES</b>		
<hr/>		
<b>Fund Balance, Unrestricted</b>		<u>26,770,594</u>
<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	<u>175,000</u>	
	250,000	
<b>By City Council Vote:</b>		
Hitching Post Purchase - Approved 7-22-19	<u>329,630</u>	
	329,630	
<b>By Budget Ordinance:</b>		
FY 2022 Budget Ordinance - Approved 6-14-21	<u>553,706</u>	
	553,706	
<b>Total Committed</b>		<u>1,133,336</u>
<b>Assigned (Established by Highest Level of Decision Making or Official Designated)</b>		
<b>By Management Intent:</b>		
FY 2022 Budget Reappropriation - proposed to be approved 9-23-21	629,530	
Fire Pension A - Mayor assigned to pay for future annual payments	2,000,000	
Data Center revenue held to pay for 3 Compliance employees for 2 years	<u>590,856</u>	
	3,220,386	
<b>Total Assigned</b>		<u>3,220,386</u>
Unassigned Fund Balance Available (Unrestricted Fund Balance Less Total Committed and Assigned)		<u>22,416,872</u>
*Less 60 days Unassigned Reserves from Above (Required by Resolution 5605)		8,859,159
<b>Available to Spend</b>		<b>\$ 13,557,713</b>

# SALES TAX COMPARISON OVERVIEW

## May 2021 versus May 2020 Analysis

The City's May 2021 state sales tax collections check received in July was \$1,821,482, which is \$306,204 higher than what was collected in May 2020. On page 12, you will see a table that shows the variations by category of more than \$15,000 in sales taxes collected in Laramie County, comparing May 2020 to May 2021. The most significant sales tax differences are as follows:

- ↑ **Executive, Legislative and General Government.** This industry group is primarily used by governments including Laramie County to report sales and use tax collections on all vehicle purchases, except motorcycles, obtained from a Wyoming dealer. This industry sales tax revenue increased by **\$720,216** in May 2021 and has significantly increased almost every month since the spring of 2020.
- ↑ **Support Activities for Mining.** This industry increased by **\$373,921** in May 2021 compared to May 2020. This industry is comprised of establishments primarily engaged in providing support services, on a contract or fee basis, for the mining and quarrying of minerals and for the extraction of oil and gas. Establishments engaged in the exploration for minerals, other than oil or gas, are included. Exploration includes traditional prospecting methods, such as taking ore samples and making geological observations at prospective sites. This is the second consecutive month this industry has increased in sales tax revenue.
- ↑ **Machinery and Equipment Rental and Leasing.** This industry comprises establishments primarily engaged in renting or leasing commercial-type and industrial-type machinery and equipment. The types of establishments included in this industry group are generally involved in providing capital or investment-type equipment that clients use in their business operations. These establishments typically cater to a business clientele and do not generally operate a retail-like or store-front facility. The sales tax for this industry increased **\$324,118** in May 2021.
- ↓ **General Rental Stores.** Sales tax decreased **\$328,116** in May 2021 compared to May 2020. This industry comprises establishments primarily engaged in renting a range of consumer, commercial, and industrial equipment. Establishments in this industry typically operate from conveniently located facilities where they maintain inventories of goods and equipment that they rent for short periods of time. The type of equipment that establishments in this industry provide often includes, but is not limited to: audio visual equipment, contractors' and builders' tools and equipment, home repair tools, lawn and garden equipment, moving equipment and supplies, and party and banquet equipment and supplies.
- ↓ **Electrical and Electronic Goods Merchant Wholesalers.** This industry comprises establishments primarily engaged in the merchant wholesale distribution of electrical construction materials, wiring supplies, electric light fixtures, light bulbs, and/or electrical power equipment for the generation, transmission, distribution, or control of electric energy. This industry decreased **\$90,744** in May 2021.

# SALES TAX DISTRIBUTION BY MINOR BUSINESS CLASS FOR LARAMIE COUNTY

Variations of more than \$15,000 and less than \$15,000

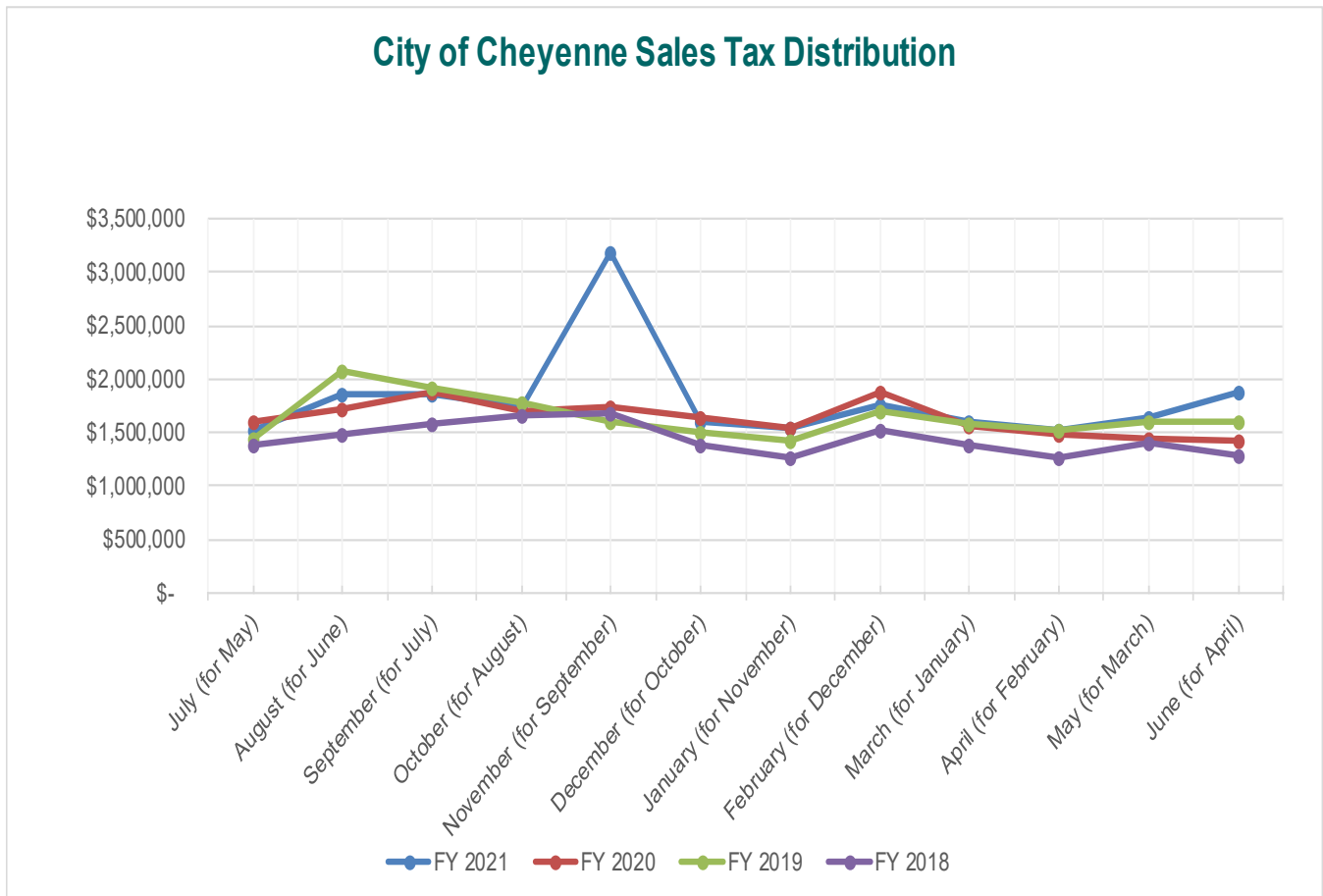
## May Sales Tax Collected in July

Description	May 2020	May 2021	Difference
5323-GENERAL RENTAL CENTERS	346,387	18,271	(328,116.00)
4236-ELECTRICAL AND ELECTRONIC GOODS MERCHANT WHOLESALERS	139,056	48,312	(90,744.00)
3311-IRON AND STEEL MILLS AND FERROALLOY MFG.	79,726	1,314	(78,412.00)
2362-NONRESIDENTIAL BUILDING CONSTRUCTION	145,666	69,729	(75,937.00)
4821-RAIL TRANSPORTATION	74,829	15,187	(59,642.00)
4431-ELECTRONICS AND APPLIANCE STORES	271,905	223,678	(48,227.00)
4413-AUTO PARTS, ACCESSORIES, AND TIRE STORES	357,612	311,076	(46,536.00)
4233-LUMBER AND CONST. SUPPLY MERCHANT WHOLESALERS	99,022	62,066	(36,956.00)
3323-ARCHITECTURAL AND STRUCTURAL METALS MFG.	40,637	6,173	(34,464.00)
4247-PETROLEUM MERCHANT WHOLESALERS	50,466	17,194	(33,272.00)
4442-LAWN AND GARDEN EQUIPMENT AND SUPPLIES STORES	100,685	69,425	(31,260.00)
5172-WIRELESS TELECOMMUNICATIONS CARRIERS	127,014	102,607	(24,407.00)
4422-HOME FURNISHINGS STORES	105,738	81,859	(23,879.00)
4529-OTHER GENERAL MERCHANDISE STORES	887,352	864,553	(22,799.00)
4412-OTHER MOTOR VEHICLE DEALERS	98,987	79,636	(19,351.00)
2381-BUILDING FOUNDATION AND EXTERIOR CONTRACTORS	51,566	33,941	(17,625.00)
4237-HARDWARE AND PLUMBING MERCHANT WHOLESALERS	45,827	62,278	16,451.00
8113-COMMERCIAL MACHINERY REPAIR AND MAINTENANCE	69,857	87,980	18,123.00
3334-HVAC AND COMMERCIAL REFRIGERATION EQUIPMENT	804	24,346	23,542.00
4238-MACHINERY AND SUPPLY MERCHANT WHOLESALERS	89,735	114,501	24,766.00
4461-HEALTH AND PERSONAL CARE STORES	94,653	120,671	26,018.00
7224-DRINKING PLACES, ALCOHOLIC BEVERAGES	83,446	111,734	28,288.00
4421-FURNITURE STORES	80,075	109,174	29,099.00
8111-AUTOMOTIVE REPAIR AND MAINTENANCE	316,601	354,556	37,955.00
2361-RESIDENTIAL BUILDING CONSTRUCTION	7,816	51,878	44,062.00
7212-RV PARKS AND RECREATIONAL CAMPS	9,366	59,979	50,613.00
7139-OTHER AMUSEMENT AND RECREATION INDUSTRIES	15,139	71,394	56,255.00
7222-LIMITED-SERVICE EATING PLACES	451,906	522,085	70,179.00
4481-CLOTHING STORES	159,556	230,819	71,263.00
2382-BUILDING EQUIPMENT CONTRACTORS	40,165	118,300	78,135.00
4471-GASOLINE STATIONS	256,267	336,059	79,792.00
2211-POWER GENERATION AND SUPPLY	624,606	744,705	120,099.00
4543-DIRECT SELLING ESTABLISHMENTS	152,394	297,435	145,041.00
4441-BUILDING MATERIAL AND SUPPLIES DEALERS	1,526,607	1,683,525	156,918.00
7221-FULL-SERVICE RESTAURANTS	395,028	579,817	184,789.00
4539-OTHER MISCELLANEOUS STORE RETAILERS	177,630	401,514	223,884.00
3341-COMPUTER AND PERIPHERAL EQUIPMENT MFG.	3,616	248,605	244,989.00
7211-TRAVELER ACCOMMODATION	195,377	480,605	285,228.00
5324-MACHINERY AND EQUIPMENT RENTAL AND LEASING	23,348	347,466	324,118.00
2131-SUPPORT ACTIVITIES FOR MINING	256,035	629,956	373,921.00
9211-EXECUTIVE, LEGISLATIVE AND GENERAL GOVERNMENT	1,102,465	1,822,681	720,216.00

# SALES TAX COMPARISON

CITY OF CHEYENNE 4% STATE SALES TAX DISTRIBUTION					
MONTH RECEIVED IN	FY 2022	FY 2021	FY 2020	FY 2019	FY 2018
July (for May)	\$ 1,821,482	\$ 1,515,278	\$ 1,608,759	\$ 1,435,037	\$ 1,374,694
August (for June)	2,111,613	1,861,193	1,721,653	2,073,763	1,491,078
September (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)		1,536,593	1,547,426	1,418,761	1,260,917
February (for December)		1,764,239	1,872,895	1,694,570	1,530,952
March (for January)		1,609,199	1,569,278	1,578,528	1,377,421
April (for February)		1,525,877	1,475,787	1,516,814	1,257,653
May (for March)		1,645,139	1,443,907	1,593,771	1,393,103
June (for April)		1,883,599	1,416,691	1,593,636	1,284,513
<b>Total</b>	<b>\$ 3,933,095</b>	<b>\$ 21,710,696</b>	<b>\$ 19,603,927</b>	<b>\$ 19,704,709</b>	<b>\$ 17,281,734</b>

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



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

# ENTERPRISE FUNDS SUMMARY

## Cheyenne Civic Center

In FY 2021 the Cheyenne Civic Center experienced an overall \$423,278 operating loss, calculated by subtracting the facility's operating revenue (\$159,119) from operating expenditures (\$582,397). Yet, this loss is understandable with most shows being cancelled due to COVID-19.

Each year, the General Fund transfers a "subsidy" to the facility. If you look on page 16, you can see the history of General Fund subsidies to the Civic Center since 2009. In FY 2021 the City budgeted \$895,000 from the General Fund to help the Civic Center cover its losses from 2018 and 2019. Including this large subsidy, Civic Center actually had a net income in FY 2021 of \$546,174.

The cost recovery rate before the subsidy (meaning the percentage of operating revenue needed to cover operating expenditures) decreased to 27.32% from 64.13% in FY 2020.

At the end of June, the Civic Center's total net position (net worth) was a negative (\$545,685) compared to (\$1,091,859) as of June 30, 2020. This is a huge improvement and resulted from the extra subsidy transferred from the General Fund. Additionally, the Civic Center received a Shuttered Venue grant in the amount of \$910,129 in August of 2021 which will bring their net position to a positive level in the first time since 2018.

## Cheyenne Ice and Events Center

Similar to the Civic Center, COVID-19 related closures negatively affected the Ice and Events Center, which had an operating net loss of (\$302,289) from July 1, 2020 through June 30, 2021.

The Ice and Events Center also receives a "subsidy" from the General Fund each year. On page 17 you can see this subsidy by year since 2014. With the addition of the General Fund subsidy, which was \$80,000 for fiscal year 2021, the total net loss is a negative (\$104,196) as of June 30, 2021.

The Ice and Event Center's net position is now \$1,912,335 which is the combination of \$2,187,503 in capital assets such as the building, equipment and land and a negative cash balance of (\$285,168).

## Solid Waste Fund

The Solid Waste Fund had a net profit of \$4,727,389 from July 1, 2020 through June 30, 2021. This includes an increase for one-year of the General Fund "franchise fee" expense from 5.0% to 9.3% in the amount of \$2,327,371. The Governing Body approved this temporary increase during the FY 2021 budget process. On July 1, 2021, this transfer reverted back to 5%.

The Solid Waste Fund's net position is now \$45,955,649, of which \$36,295,592 is invested in capital assets such as equipment, buildings, and land, and the remaining \$9,659,057 is unrestricted and will be used for future upgrades, machinery, equipment and landfill closure and post closure expenses.

# CHEYENNE CIVIC CENTER

## Statement of Revenues and Expenditures

FY 2021 through June 30, 2021

	FY 2021 Budget	FY 2021 Actual	% Budget Used (100% to date)	FY 2020 Actual	FY 2019 Actual
Operating Revenue	\$ 1,785,363	\$ 159,119	8.91%	\$ 1,138,433	\$ 1,871,657
Operating Expenditures	(1,905,363)	(582,397)	30.57%	(1,775,152)	(2,683,295)
Net operating income (loss)	(120,000)	(423,278)		(636,719)	(811,638)
Subsidy from General Fund	120,000	120,000	100.00%	120,000	120,000
Donation of Fixed Asssets	-	74,452		-	-
Transfer to Cover Deficit	-	775,000		-	-
	120,000	969,452		120,000	120,000
<b>Net income (loss)</b>	<b>\$ 0</b>	<b>\$ 546,174</b>		<b>\$ (516,719)</b>	<b>\$ (691,638)</b>
Cost Recovery Rate before subsidy		27.32%		64.13%	69.75%

### Civic Center Fund Net Position

Net investment in capital assets	\$ 426,119	\$ 412,726	\$ 521,114
Unrestricted (deficit)	(971,805)	(1,612,973)	(1,096,259)
<b>Net Position</b>	<b>\$ (545,685)</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	546,174	(1,091,859)	(545,686)

### 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 through June 30, 2021

	FY 2021 Budget	FY 2021 Actual	% Budget Used (100% to date)	FY 2020 Actual	FY 2019 Actual
Operating Revenue	\$ 689,404	\$ 322,813	46.82%	\$ 384,176	\$ 505,937
Operating Expenditures	(771,404)	(625,102)	81.03%	(674,029)	(743,078)
Net operating income (loss)	(82,000)	(302,289)		(289,854)	(237,142)
Miscellaneous Income	2,000	-	0.00%	194,555	(782)
Donation of Fixed Assets	-	118,093			
Subsidy from General Fund	80,000	80,000	100.00%	80,000	80,000
<b>Net income (loss)</b>	<b>\$ 0</b>	<b>\$ (104,196)</b>		<b>\$ (15,298)</b>	<b>\$ (157,924)</b>
Cost Recovery Rate before subsidy		51.64%		57.00%	68.09%

### Ice and Events Center Fund Net Position

Net investment in capital assets	\$ 2,187,503	\$ 2,197,710	\$ 2,424,257
Unrestricted (deficit)	(275,168)	(407,726)	(392,428)
<b>Net Position</b>	<b>\$ 1,912,335</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	(104,196)	2,016,531	1,912,334

### 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 through June 30, 2021

	FY 2021 Budget	FY 2021 Actual	% Budget Used (100% to date)	FY 2020 Actual	FY 2019 Actual
Operating Revenue	\$ 29,810,800	\$ 17,889,572	60.01%	\$ 17,904,806	\$ 16,611,324
Operating Expenditures	<u>(27,483,429)</u>	<u>(10,879,594)</u>	39.59%	<u>(11,524,394)</u>	<u>(7,363,137)</u>
Net operating income (loss)	2,327,371	7,009,978		6,380,412	9,248,188
Donation of Fixed Assets	-	44,782			
Subsidy to General Fund	<u>(2,327,371)</u>	<u>(2,327,371)</u>	100.00%	<u>(700,000)</u>	<u>(748,000)</u>
<b>Net income (loss)</b>	<u>\$ -</u>	<u>\$ 4,727,389</u>		<u>\$ 5,680,412</u>	<u>\$ 8,500,188</u>

### Solid Waste Fund Net Position

Net investment in capital assets	\$ 36,296,592	\$ 31,658,388	\$ 30,024,854
Unrestricted	<u>9,659,057</u>	<u>10,100,361</u>	<u>5,522,993</u>
<b>Net Position</b>	<u>\$ 45,955,649</u>	<u>\$ 41,228,260</u>	<u>\$ 35,547,847</u>

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

# CITY FUND BALANCES AS OF JUNE 30, 2021

General Fund	
001 - General Fund	\$ 27,384,470
103 - Employee Self Insurance Fund	1,163,206
210 - Agency Fund	460,384
<b>Total General Fund</b>	<b>\$ 29,008,060</b>

Special Revenue Funds	
010 - Weed and Pest Fund	\$ 638,306
011 - Local and State Grants Fund	466,380
012 - Youth Alternative Grants Fund	539,926
014 - Recreation Programs Fund	747,550
015 - Belvoir Recreation Fund	12,035
018 - Community Development Block Grant Fund	2,098
019 - Real Property Revolving Fund	569,818
024 - Law Enforcement Grants Fund	24,160
025 - Federal Grants Fund	(40,098)
026 - Transportation Planning Fund (MPO)	7,097
027 - Transit Fund	229,960
028 - Juvenile Justice Fund	210,411
029 - Special Friends Fund	75,061
200 - Annexation Loans	260,967
205 - Housing Loans Fund	300,355
<b>Total Special Revenue Funds</b>	<b>\$ 4,044,028</b>

Capital Projects Funds	
013 - Development Impact Fees Fund	\$ 979,347
030 - 6th Penny Fund (Special Purpose Option Tax)	21,832,819
031 - Youth Alternative Activities	32,107
041 - Golf Improvements Fund	614,137
020 - 5th Penny Fund (1% Sales Tax 2019-2022 Ballot)	40,013,451
022 - 5th Penny Fund (1% Sales Tax 2015-2018 Ballot)	6,059,847
<b>Total 5th Penny Fund</b>	<b>\$ 46,073,298</b>
<b>Total Capital Projects Funds</b>	<b>\$ 69,531,708</b>

# CITY FUND BALANCES AS OF JUNE 30, 2021

## Proprietary Funds (Enterprise and Internal Service Funds)

023 - Solid Waste Fund	\$	45,955,649
101 - Fleet Maintenance Fund		1,131,754
110 - Civic Center Fund		(545,685)
114 - Ice and Events Center Fund		1,912,335
<b>Total Proprietary Funds</b>	<b>\$</b>	<b>48,454,053</b>

## Fiduciary Fund

209 - Fiduciary Fund	\$	41,794
<b>Total Fiduciary Fund</b>	<b>\$</b>	<b>41,794</b>

## Permanent Fund

220 - Cemetery Perpetual Care Fund	\$	800,131
<b>Total Permanent Fund</b>	<b>\$</b>	<b>800,131</b>

<b>Total City Funds</b>	<b>\$</b>	<b>151,879,774</b>
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# FUND DEFINITIONS

The City has 29 funds that are organized in three different categories: 1) **Governmental Funds** (General Fund, Special Revenue Funds, Capital Project Funds, and Permanent Fund), 2) **Proprietary Funds** (Enterprise and Internal Service Funds) and 3) **Fiduciary Fund**. See pages 20-21 for current balances of each fund.

## GOVERNMENTAL FUNDS

### General Fund

1. **General Fund (001)** - is a government's basic operating fund and is comprised of everything not accounted for in another fund. Governments have only one General Fund. Two additional funds (Self Insurance Fund and Agency Fund) are combined with the General Fund at fiscal year end in the City's financial statements.
2. **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 that City employee health insurance will be self-funded in a future fiscal year.
3. **Agency Fund (210)** - accounts for donations and miscellaneous funds received for specified projects.

### Special Revenue Funds

Special Revenue 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.

4. **Weed and Pest Control Fund (010)** - is provided for and regulated by state law (W.S. § 15-5-101 *et seq.*) and accounts for monies received by the City from a general county tax levy to administer a program of weed and pest control.
5. **State and Local Grants Fund (011)** - accounts for grant revenues and related expenditures associated with grants received from various state and local agencies and other organizations. This includes grants received from the Wyoming State Loan and Investment Board and the Wyoming Business Council. Each grant program has separate and distinct rules and regulations governing the management of the grants, to which the City must fully comply.
6. **Youth Alternative Grants Fund (012)** - accounts for funds received by the City from various federal, state and local agencies to assist in the operation of a juvenile counseling system and other related programs benefitting the youth of Cheyenne. Each grant program has separate and distinct rules and regulations governing the management of the grants, to which the City must fully comply.
7. **Recreation Programs Fund (014)** - accounts for funds received by the City from various sources such as child care programs, Cheyenne Depot Plaza events, Superday, Cheyenne Botanic Gardens, aquatics, concessions, and recreation to administer various recreation programs. Resolution Nos. 5137, 4930 address this fund.
8. **Belvoir Recreation Fund (015)** - accounts for monies received by the City from the 30-year wind energy lease on the Belvoir Ranch to enhance recreational facilities. Per Resolution 6023, the annual wind energy lease payments are split evenly between the Belvoir Recreation Fund, Solid Waste Fund and Board of Public Utilities.

# FUND DEFINITIONS

9. **Community Development Block Grant (CDBG) (018)** - accounts for funds given to local entities to assist low income families and individuals. The grant funds are received from the federal government and administered pursuant to the Housing and Community Development Act of 1974, 42 U.S.C. 530 *et seq.* and its related regulations.
10. **Revolving Real Property Fund (019)** - per Resolution 6039, this fund was created to account for proceeds received from the sale of surplus real property to be used only to design, construct or purchase real property, or prepare current real property for sale.
11. **Law Enforcement Grants Funds (024)** - accounts for funds received from federal, state and local agencies to administer programs that assist Cheyenne Police Department operations. Each grant program has separate and distinct rules and regulations governing the management of the grants, to which the City must fully comply. Funds are expended according to mandates of the specific grants.
12. **Federal Grants Fund (025)** - accounts for funds from federal agencies to administer federal programs that are not accounted for in another City fund. Each grant program has separate and distinct rules and regulations governing the management of the grants, to which the City must fully comply. Funds are expended according to mandates of the specific grants.
13. **Transportation Planning (MPO) Fund (026)** - accounts for funds received from the federal government pursuant to federal transportation planning statutes (*e.g.* 23 U.S.C. §§ 5303-5306) and the Master Agreement for Metropolitan Transportation Planning between the Wyoming Department of Transportation, the Federal Highway Administration and the Cheyenne Metropolitan Planning Organization. The funds are expended pursuant to federal guidelines for the planning of streets, roadways, and other transportation needs.
14. **Transit Grant Fund (027)** - accounts for grant funds received from the federal government pursuant to the Urban Mass Transportation Act of 1964 and other similar and related federal laws and regulations. The funds, which are used to enhance local public transportation, are expended pursuant to federal guidance. Other state and local monies as well as program income used as federal match are accounted for in this fund.
15. **Juvenile Justice Fund (028)** - accounts for funds received from federal and state agencies to assist in the operation of the juvenile court system and other related programs that assist the youth of Cheyenne. Funds are expended for the operation of the juvenile court and probation systems, which were established by Ordinance Nos. 1458 and 1689, and other related youth programs.
16. **Special Friends Fund (029)** - accounts for funds received from community member donations and gifts, and state and local grants. This includes funds received from the Wyoming Children's Trust Fund, which is regulated by W.S. § 14-8-1-1 *et seq.* The funds are expended pursuant to the terms of various contracts with Laramie County and the state of Wyoming for the Special Friends mentor project, the after school program, the in-home outreach program, and other programs that benefit the youth of Cheyenne.
17. **Annexation Improvements (200)** - was established to hold funds received from individuals who have prepaid for annexation improvements in areas to be annexed into the City of Cheyenne, to provide loans to property owners in areas to be annexed into the City for infrastructure expenses, and to help with the extension of infrastructure to support economic development efforts. The authority for these funds is found in Resolution Nos. 3921, 4437, 5025, 5240 and Ordinance 3595.
18. **Housing Loans Fund (205)** - accounts for monies received in part from the Home Investment Partnerships (HOME) Program and the Cheyenne Redevelopment Agency when those agencies closed. The fund also includes program income from previous loan programs through the Community Development Block Grant program. Those agencies made rehabilitation loans to low-income homeowners. The monies held in this fund, which are also received from those homeowners who were recipients of rehabilitation loans, are used to administer these loans.

# FUND DEFINITIONS

## Capital Project Funds

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

19. **Development Impact Fees Fund (013)** - was established per Resolution 4509 and Ordinance 3874 to account for fees collected upon approval of first time plats or replats, pursuant to the Uniform Development Code (UDC) of the City of Cheyenne, section 4.2.5. The funds may only be expended for the acquisition of park land and infrastructure, and the enhancement of new or existing parks.
20. **One Percent Sales Tax Fund (020 and 022)** - accounts for tax revenue received from an optional 1% sales tax approved by voters on a four-year cycle. A resolution is prepared for each ballot and approved by the Governing Body, and then approved by voters, which specifically determines how the funds shall be expended.
21. **Special Purpose Option Tax (030)** - accounts for major projects financed through a voter approved capital facilities sales tax, referred to as the 6th penny.
22. **Youth Activities Fund (031)** - was established to account for funds previously received from donations designated for the capital needs of the Youth Alternatives program and from surplus building funds associated with capital improvement for the Youth Alternatives program. The funds shall be used solely for the capital needs of the Youth Alternatives program.
23. **Golf Facilities Fund (041)** - is used to account for a portion of green fees collected at City owned golf courses. In accordance with Resolution 4919 (repealed by Resolution 5428) and past practices, sixty-three percent (63%) of all green fees shall be deposited into the City's General Fund and thirty-seven percent (37%) of all green fees shall be deposited into the Golf Improvement Fund for capital improvements.

## 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 specified by the provider of the resources.

24. **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.

## 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 account for any activity for which a fee is charged to external users for goods or services. 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.

## Internal Service Fund

25. **Fleet Maintenance Fund (101)** - accounts for the costs of fueling, repairing, and maintaining all fleet vehicles and equipment used in City operations.



# FUND DEFINITIONS

## Enterprise Funds

26. **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.
27. **Civic Center (110)** - provides a location for concerts, performances, community events, and other shows.
28. **Ice and Events Center (114)** - provides activities including ice skating, hockey, concerts, roller skating, miniature golf and other public and private events.

## FIDUCIARY FUNDS

A fiduciary fund is used when a government is taking care of money that belongs to individuals and others outside of the government itself.

### Fiduciary Fund

29. **Fiduciary Fund (209)** - Currently the City holds funds for both the Historic Preservation Board and Visit Cheyenne.