

# City of Cheyenne

## Monthly Financial Snapshot

### September 30, 2021



This report summarizes the City of Cheyenne's General Fund revenues and expenditures through September 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 Years 2021 and 2022.

## CITY TREASURER NOTES

### GENERAL FUND REVENUES

Fiscal Year 2022 General Fund revenues are budgeted at \$55,007,876 (which includes \$1,546,850 that was approved by the Governing Body to be used from reserves). The City's actual revenues as of September 30, 2021, were \$14,788,237, or **27.66%** of total budgeted revenue. Generally, anything more than 25% is positive as this is the percentage of the fiscal year completed.

In comparison, Fiscal Year 2021's General Fund revenue at the same time last year was \$12,431,323. Therefore, the City has received \$2,356,914 more revenue this year compared to the same time period last year.

Below are highlights of General Fund revenues as of September 30, 2021:

#### Positive

- ↑ Vehicle tax revenue received for Fiscal Year 2022 is \$6,119 less compared to last year at this time; however, it is 29.31% of budgeted revenue. The lower amount year-to-date is most likely due to timing issues of collections.
- ↑ Building permit revenue continues to exceed budgeted expectations at \$1,514,046 higher than the same time last year and 91.59% of budgeted revenue. This is very positive with only a quarter of the fiscal year having occurred.
- ↑ Sales and use tax is 32.36% of budgeted revenue and \$834,557 higher compared to September of last year. See pages 11-13 for more information on sales tax.
- ↑ Gas tax is again exceeding revenue projections at \$93,576 more than the same time last year and 32.31% of budgeted revenue. However, this increase will continue to fluctuate depending on the demand for gasoline. Currently consumers pay \$.24 per gallon in tax for gasoline sold in Wyoming. Of that amount, 15% is distributed to cities and towns.
- ↑ Special fuel (diesel) tax is \$15,901 higher than the same time last year and 28.74% of budgeted revenue. The tax per gallon is the same as gas tax, but is distributed differently. After a deduction of 2% by the state for an administrative cost, cities and towns receive 5%.
- ↑ Cigarette tax received is \$87,104 or 28.84% of budgeted revenue. It is \$6,237 higher than last year.

- ↑ Historic horse racing revenue is \$314,156 more than what was received the same time last year and 69.68% of budgeted revenue. The City receives these funds semi-annually.
- ↑ Golf course revenues received are \$45,669 more than last year at the same time, and 45.33% of budgeted revenue.

### Neutral

- ➔ Gas and electric franchise fees are once again higher than the same time last year with \$42,883 more in revenue received, but only at 24.29% of budgeted revenue.
- ➔ Lottery proceeds are \$13,834 higher compared to September of last year, but only 24.46% of budgeted revenue.
- ➔ Parking revenues received are 24.33% of budgeted revenue.

### Negative

- ↓ Cable TV franchise fees are \$23,360 less than last year at the same time and 23.53% of budgeted revenue. The quarterly franchise fee payment from Charter Communications was lower than projected.
- ↓ Nuisance abatement revenue is negative \$33,078 and -300.71% of budgeted revenue. The reason for this negative balance is a lien was filed in January of 2021 to recoup costs for the cleanup and security of the dangerous buildings located at 1600 West Lincolnway, formerly the Hitching Post. With the sale of the property to a developer in August of 2021, the City agreed to release its lien and forgive the debt in exchange for the developer dismantling the current security fence and storing the fencing materials until such a time that the City is ready to use them for other purposes.
- ↓ Aquatics revenue received is \$18,479 more than September of last year, but only 19.89% of budgeted revenue. Last year's revenues were lower due to COVID. However, when developing the Fiscal Year 2022 budget these revenues were projected to be higher. Unfortunately it appears that the projections may have been overestimated.
- ↓ Interest revenue is \$2,381 less than last year and at 19.83% of budgeted revenue
- ↓ Miscellaneous rentals and leases is \$254,937 less than last year and 5.37% of budgeted revenue. The reason for this is last year the City received its Belvoir wind energy lease quarterly payment in September. Yet, as of the end of September, the 2nd quarter 2021 payment had not been received.
- ↓ Transfers from other funds is at 18.09% of budgeted revenue. This category includes the new 2% Board of Public Utilities General Fund Transfer. The City received its first payment from this new assessment in September in the amount of \$52,165. In the Fiscal Year 2022 budget \$640,000 was projected for this assessment. However, it appears this projection may have been overestimated.

## GENERAL FUND EXPENDITURES

The City has budgeted \$55,007,876 for expenditures in Fiscal Year 2022. Departments have spent \$13,096,180 through September 30, 2021, which is 23.81% of the budget being used. This is positive with 25% of the year being completed. Last year at the same time the City spent \$12,182,640 in expenditures. Therefore, the City has expended \$913,540 more compared to the same time period last year.

Overall the City has received **\$1,692,057** more in revenues at the end of September compared to expenditures (see page 8).

## GENERAL FUND RESERVES (FUND BALANCE)

General Fund reserves have increased to **158 days** of operating reserves at the end of September (see pages 9-10 for more information) compared to 154 days at the end of August. The City has \$14,826,809 over the minimum limit per resolution of 60 days of reserves, or a total of \$23,869,199 in unassigned reserves.

Over the next couple of months I will be creating a new reserve policy for Governing Body consideration that increases the minimum General Fund reserve limit from 60 to 120 days of reserves. This is a much more conservative and realistic level for towns and cities in Wyoming, as our revenues are much more volatile than other municipalities throughout in the United States. Currently the City receives 41% of its General Fund revenues from sales tax, which is a much more unpredictable revenue stream compared to property or other types of taxes.

# REVENUE ANALYSIS

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

	FY 2022 Budget	FY 2022 Actual (YTD)	% Budget Used (25% to date)	FY 2021 Actual	FY 2020 Actual
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### TAXES & ASSESSMENTS

Gas and Electric Franchise Fees	\$ 4,225,000	\$ 1,026,354	➔ 24.29%	\$ 4,257,920	\$ 3,965,034
Telephone Franchise Fees (Quarterly)	45,000	10,477	↓ 23.28%	44,923	58,638
Cable TV Franchise Fees (Quarterly)	811,000	190,788	↓ 23.53%	783,438	882,730
Property Tax (December & June)	6,400,000	103,023	↓ 1.61%	6,136,321	5,862,109
Vehicle Tax	1,571,000	460,418	↑ 29.31%	1,659,759	1,543,777
<b>Total Taxes and Assessments</b>	<b>\$ 13,052,000</b>	<b>\$ 1,791,060</b>	<b>↓ 13.72%</b>	<b>\$ 12,882,361</b>	<b>\$ 12,312,287</b>

### LICENSES & PERMITS

Building Permits	\$ 2,500,000	\$ 2,289,650	↑ 91.59%	\$ 3,788,858	\$ 1,945,773
Liquor Licenses & Permits (January)	133,750	6,300	↓ 4.71%	126,885	127,405
Contractor Licensing	300,000	85,844	↑ 28.61%	329,050	273,497
Other Permits and Licenses	158,790	42,085	↑ 26.50%	143,405	152,259
<b>Total Licenses/Permits</b>	<b>\$ 3,092,540</b>	<b>\$ 2,423,879</b>	<b>↑ 78.38%</b>	<b>\$ 4,388,198</b>	<b>\$ 2,498,934</b>

### INTERGOVERNMENTAL

Sales and Use Tax	\$ 18,746,824	\$ 6,066,973	↑ 32.36%	\$ 22,267,320	\$ 19,649,985
Gas Tax	1,512,000	488,510	↑ 32.31%	1,590,713	1,682,841
Special Fuel Tax	580,000	166,707	↑ 28.74%	604,864	695,456
Cigarette Tax	302,000	87,104	↑ 28.84%	307,522	312,091
Mineral Royalties (Quarterly)	2,715,000	-	↓ 0.00%	2,714,100	2,719,511
Severance Tax (Quarterly)	2,200,000	-	↓ 0.00%	2,200,709	2,213,517
State Distribution (August & January)	4,102,070	2,051,875	↑ 50.02%	3,989,844	4,332,606
Historic Horse Racing (Semi-Annual)	569,000	396,454	↑ 69.68%	726,007	618,369
Lottery Proceeds (Quarterly)	366,000	89,518	➔ 24.46%	384,820	309,208
Laramie County Animal Control Reimb.	121,509	-	↓ 0.00%	-	-
Skill Based Amusement Games	-	-	-	46,208	-
State & DDA Subsidy	3,750	-	↓ 0.00%	4,125	5,550
<b>Total Intergovernmental</b>	<b>\$ 31,218,153</b>	<b>\$ 9,347,142</b>	<b>↑ 29.94%</b>	<b>\$ 34,836,233</b>	<b>\$ 32,539,135</b>

### CHARGES FOR SERVICES

Parking (Cox, Spiker, East Lot)	\$ 308,000	\$ 74,931	➔ 24.33%	\$ 275,322	\$ 323,336
Record Checks	2,250	535	↓ 23.78%	2,138	2,155
Burglar Alarms	17,000	2,400	↓ 14.12%	20,300	17,819
Vehicle Inspections (Quarterly)	32,000	9,810	↑ 30.66%	37,220	31,810
Nuisance Abatement	11,000	(33,078)	↓ -300.71%	124,028	11,338
Golf Course Revenue	359,000	162,738	↑ 45.33%	427,916	331,614
Aquatics Revenue	287,000	57,076	↓ 19.89%	138,042	222,833
Cost Allocation	695,750	190,738	↑ 27.41%	826,606	675,351
<b>Total Charges for Services</b>	<b>\$ 1,712,000</b>	<b>\$ 465,151</b>	<b>↑ 27.17%</b>	<b>\$ 1,851,571</b>	<b>\$ 1,616,255</b>

# REVENUE ANALYSIS

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

	FY 2022 Budget	FY 2022 Actual (YTD)	% Budget Used (25% to date)	FY 2021 Actual	FY 2020 Actual
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### FINES & FORFEITS

Liquor Violation Fee	\$ 1,300	\$ -	↓ 0.00%	\$ 250	\$ 700
Parking Fines	120,000	38,421	↑ 32.02%	256,686	128,058
Court Fines	137,000	36,062	↑ 26.32%	147,593	124,434
Court Bonds	400,000	142,955	↑ 35.74%	377,029	427,093
<b>Total Fines &amp; Forfeits</b>	<b>\$ 658,300</b>	<b>\$ 217,438</b>	<b>↑ 33.03%</b>	<b>\$ 781,557</b>	<b>\$ 680,285</b>

### MISCELLANEOUS

Interest	\$ 146,500	\$ 29,054	↓ 19.83%	\$ 86,991	\$ 632,190
Cemetery	103,000	45,752	↑ 44.42%	111,473	112,710
Parks Rentals	29,150	11,735	↑ 40.26%	44,054	29,495
Kiwanis Community House Rentals	70,000	15,324	↓ 21.89%	69,086	44,812
Forestry Fees	2,000	135	↓ 6.75%	1,625	-
Miscellaneous Rentals & Leases	930,000	49,964	↓ 5.37%	1,150,779	982,755
Miscellaneous Police Charges	250	166	↑ 66.48%	363	259
Police Overtime Reimbursements	164,000	98,212	↑ 59.89%	125,840	250,792
Planning Fees	180,000	5,395	↓ 3.00%	94,650	24,175
Administrative Fees	500	-	↓ 0.00%	790	8,597
Advertising Fees	2,700	100	↓ 3.70%	3,000	2,700
Roundhouse Impact Fees	-	-		100,567	114,933
Property Sales	10,000	3	↓ 0.03%	3,063	10,740
Proceeds from Capital Financing	-	-		5,455,000	-
Miscellaneous	36,123	(474)	↓ -1.31%	(1,799)	30,228
Police Grants	480,000	3,453	↓ 0.72%	606,400	531,100
Transfers from Other Funds	1,573,811	284,748	↓ 18.09%	3,138,084	789,227
<b>Total Miscellaneous</b>	<b>\$ 3,728,034</b>	<b>\$ 543,567</b>	<b>↓ 14.58%</b>	<b>\$ 10,989,966</b>	<b>\$ 3,564,712</b>

<b>Total General Fund Revenues without Reserves</b>	<b>\$ 53,461,026</b>	<b>\$ 14,788,237</b>	<b>↑ 27.66%</b>	<b>\$ 65,729,887</b>	<b>\$ 53,211,609</b>
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*Reserves Used	1,546,850	-		-	(9,738,230)
<b>Total Revenues</b>	<b>\$ 55,007,876</b>	<b>\$ 14,788,237</b>	<b>↑ 26.88%</b>	<b>\$ 65,729,887</b>	<b>\$ 43,473,379</b>

### \*Revenue from Reserves Summary

Obligated to Balance FY 2022 Budget - Approved through Ordinance 6-14-21	553,703
Reappropriation - Approved through Resolution 9-27-21	993,147
	<b>\$ 1,546,850</b>

# EXPENDITURE ANALYSIS

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

DEPARTMENT/DIVISION	FY 2022 Budget	FY 2022 Actual (YTD)	% Budget Used (25% to date)	FY 2021 Actual	FY 2020 Actual
<b>CITY COUNCIL</b>					
City Council	\$ 258,896	\$ 62,992 ➔	24.33%	\$ 253,018	\$ 242,028
	<b>\$ 258,896</b>	<b>\$ 62,992 ➔</b>	<b>24.33%</b>	<b>\$ 253,018</b>	<b>\$ 242,028</b>
<b>MAYOR</b>					
Mayor	\$ 446,281	\$ 134,777 ↓	30.20%	\$ 572,807	\$ 710,924
City Attorney	735,074	151,382 ↑	20.59%	611,944	556,406
Human Resources	572,004	145,574 ↓	25.45%	479,660	718,932
Compliance	1,706,198	350,229 ↑	20.53%	1,155,782	1,440,674
Information Technology	1,224,408	341,528 ↓	27.89%	1,082,339	1,174,812
Animal Control	486,034	9,878 ↑	2.03%	-	-
Municipal Court	718,631	156,890 ↑	21.83%	629,051	667,208
Youth Alternatives	453,670	102,288 ↑	22.55%	395,902	376,958
	<b>\$ 6,342,300</b>	<b>\$ 1,392,547 ↑</b>	<b>21.96%</b>	<b>\$ 4,927,485</b>	<b>\$ 5,645,914</b>
<b>CITY CLERK</b>					
City Clerk	\$ 729,595	\$ 202,073	27.70%	\$ 687,853	\$ 718,059
	<b>\$ 729,595</b>	<b>\$ 202,073 ↓</b>	<b>27.70%</b>	<b>\$ 687,853</b>	<b>\$ 718,059</b>
<b>PUBLIC WORKS</b>					
Public Works Administration	\$ 203,130	\$ 49,917 ➔	24.57%	\$ 198,034	\$ 292,627
Traffic Engineering	544,358	117,793 ↑	21.64%	502,023	493,582
Facilities Maintenance	837,251	149,997 ↑	17.92%	757,787	934,118
Street and Alley	2,450,080	568,842 ↑	23.22%	2,236,013	2,172,828
	<b>\$ 4,034,820</b>	<b>\$ 886,549 ↑</b>	<b>21.97%</b>	<b>\$ 3,693,857</b>	<b>\$ 3,893,155</b>
<b>POLICE</b>					
Police Administration	\$ 3,816,249	\$ 709,276 ↑	18.59%	\$ 3,208,604	\$ 3,375,270
Police Patrol	10,858,891	2,710,763 ➔	24.96%	10,209,046	10,544,863
	<b>\$ 14,675,140</b>	<b>\$ 3,420,040 ↑</b>	<b>23.30%</b>	<b>\$ 13,417,651</b>	<b>\$ 13,920,133</b>
<b>FIRE</b>					
Fire Administration	\$ 504,863	\$ 109,365 ↑	21.66%	\$ 473,317	\$ 526,885
Fire Training	335,669	40,968 ↑	12.20%	348,666	348,874
Fire Prevention	692,515	173,654 ↓	25.08%	604,153	630,000
Fire Public Education	-	-		-	93,793
Fire Suppression	10,006,604	2,553,873 ↓	25.52%	9,577,910	9,677,448
Fire Hazardous Materials	-	-		5,878	(5,840)
Emergency Medical Services	235,037	39,933 ↑	16.99%	176,817	161,578
	<b>\$ 11,774,688</b>	<b>\$ 2,917,793 ➔</b>	<b>24.78%</b>	<b>\$ 11,186,742</b>	<b>\$ 11,432,738</b>

# EXPENDITURE ANALYSIS

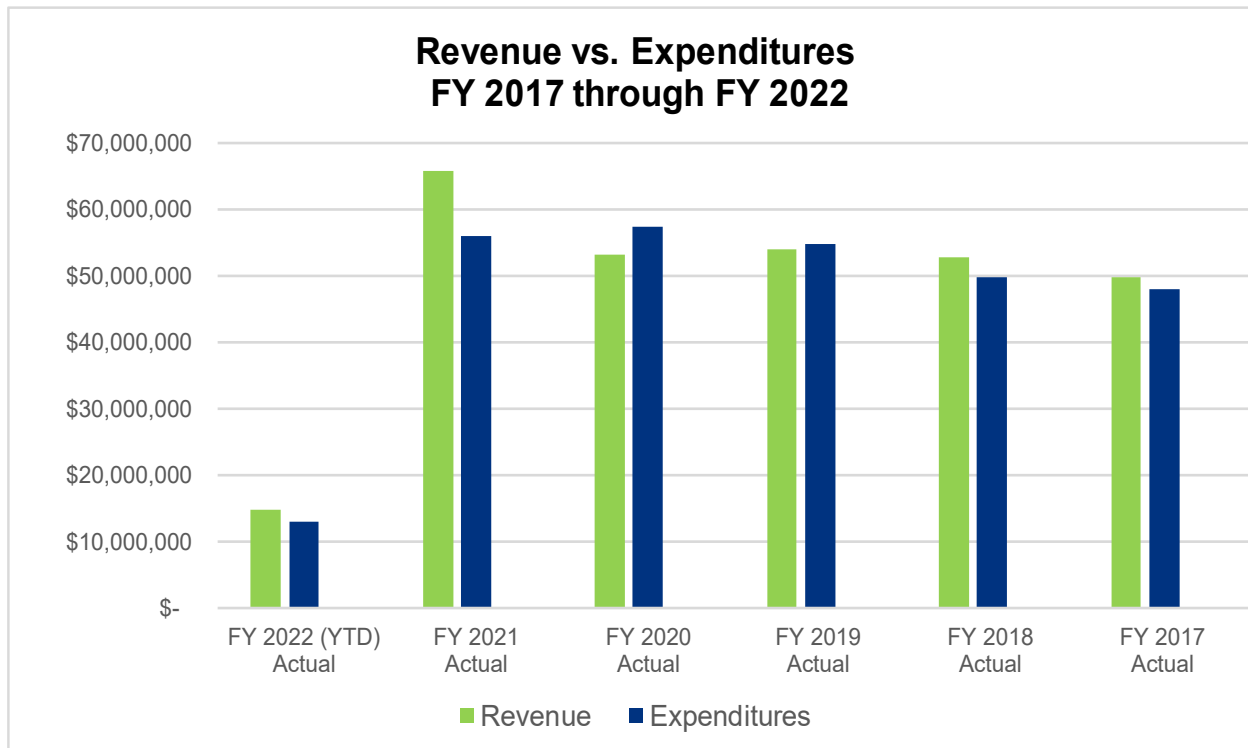
## General Fund Expenditure Status by Department and Division Year to Date (YTD) as of September 30:

DEPARTMENT/DIVISION	FY 2022 Budget	FY 2022 Actual (YTD)	% Budget Used (25% to date)	FY 2021 Actual	FY 2020 Actual
<b>COMMUNITY RECREATION AND EVENTS (CRE)</b>					
CRE Administration	\$ 551,628	\$ 136,713	⇒ 24.78%	\$ 546,703	\$ 689,628
Forestry	652,817	150,945	↑ 23.12%	625,036	669,529
Programs and Facilities	499,274	118,469	↑ 23.73%	426,938	481,864
Aquatics	1,171,901	237,485	↑ 20.26%	762,475	926,198
Recreation	315,836	72,243	↑ 22.87%	294,582	295,751
Recreation Buildings	147,152	15,154	↑ 10.30%	119,549	93,034
Golf Courses	901,819	236,890	↓ 26.27%	802,430	859,700
Parks	1,856,884	460,875	⇒ 24.82%	1,755,145	1,776,946
Cemetery	400,722	98,651	⇒ 24.62%	366,016	371,556
Botanic Gardens	663,685	103,306	↑ 15.57%	450,420	654,427
Clean and Safe	477,408	124,936	↓ 26.17%	320,988	407,131
	<b>\$ 7,639,127</b>	<b>\$ 1,755,667</b>	<b>↑ 22.98%</b>	<b>\$ 6,470,283</b>	<b>\$ 7,225,764</b>
<b>CITY ENGINEER</b>					
Engineering	\$ 1,262,218	\$ 219,792	↑ 17.41%	\$ 935,812	\$ 1,043,146
	<b>\$ 1,262,218</b>	<b>\$ 219,792</b>	<b>↑ 17.41%</b>	<b>\$ 935,812</b>	<b>\$ 1,043,146</b>
<b>CITY TREASURER</b>					
Finance	\$ 792,461	\$ 187,956	↑ 23.72%	\$ 670,312	\$ 829,157
	<b>\$ 792,461</b>	<b>\$ 187,956</b>	<b>↑ 23.72%</b>	<b>\$ 670,312</b>	<b>\$ 829,157</b>
<b>PLANNING &amp; DEVELOPMENT</b>					
Planning/Development	\$ 779,270	\$ 219,571	↓ 28.18%	\$ 704,799	\$ 810,744
	<b>\$ 779,270</b>	<b>\$ 219,571</b>	<b>↓ 28.18%</b>	<b>\$ 704,799</b>	<b>\$ 810,744</b>
<b>MISCELLANEOUS</b>					
General Accounts	\$ 4,010,023	\$ 1,304,297	↓ 32.53%	\$ 10,464,930	\$ 4,767,640
Special Projects	359,961	3,240	↑ 0.90%	949,034	4,180,955
	<b>\$ 4,369,984</b>	<b>\$ 1,307,537</b>	<b>↓ 29.92%</b>	<b>\$ 11,413,964</b>	<b>\$ 8,948,595</b>
<b>SUPPORT SERVICES</b>					
Economic Development	\$ 50,000	\$ 50,000	↓ 100.00%	\$ 39,860	\$ 49,825
City-County Support	1,510,376	73,664	↑ 4.88%	1,271,236	1,735,094
Community Services Support	789,000	400,000	↓ 50.70%	318,700	838,955
	<b>\$ 2,349,376</b>	<b>\$ 523,664</b>	<b>↑ 22.29%</b>	<b>\$ 1,629,796</b>	<b>\$ 2,623,874</b>
<b>Total</b>	<b>\$55,007,876</b>	<b>\$13,096,180</b>	<b>↑ 23.81%</b>	<b>\$55,991,573</b>	<b>\$57,333,305</b>

# REVENUE VS. EXPENDITURE COMPARISON

## General Fund Fiscal Years 2017-2022

	FY 2022 (YTD) Actual	FY 2021 Actual	FY 2020 Actual	FY 2019 Actual	FY 2018 Actual	FY 2017 Actual
Revenue	\$14,788,237	\$65,729,801	\$ 53,211,609	\$54,086,252	\$52,787,994	\$49,774,857
Expenditures	13,096,180	55,991,573	57,333,305	54,730,786	49,817,845	47,982,416
Difference	<b>\$ 1,692,057</b>	<b>\$ 9,738,229</b>	<b>\$ (4,121,697)</b>	<b>\$ (644,534)</b>	<b>\$ 2,970,149</b>	<b>\$ 1,792,440</b>
Reserves Added (Used)	1,692,057	9,738,229	(4,121,697)	(644,534)	2,970,149	1,792,440
Excess (Deficiency)	<b>\$0</b>	<b>\$0</b>	<b>(\$0)</b>	<b>\$0</b>	<b>(\$0)</b>	<b>(\$0)</b>



## General Fund Fiscal Year 2022 and 2021 Budget vs. Actual

	FY 2022			FY 2021		
	Budget	Actual YTD	Difference	Budget	Actual	Difference
Revenue	\$55,007,876	\$14,788,237	\$ (40,219,639)	\$58,304,784	\$65,729,801	\$ 7,425,017
Expenditures	55,007,876	13,096,180	(41,911,696)	58,304,784	55,991,573	(2,313,211)
Excess (Deficiency)	<b>\$ 0</b>	<b>\$ 1,692,057</b>	<b>\$ 1,692,057</b>	<b>\$ 0</b>	<b>\$ 9,738,229</b>	<b>\$ 9,738,228</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	\$ 55,007,876
Divided by 365 days (Daily Reserve Level)	\$ 150,707
Total Unassigned Fund Balance (see next page)	\$ 23,869,199
<b>Divide Daily Reserve Level by Total Unassigned Fund Balance for # of Days</b>	<b>158</b>

**158 days, or \$14,826,809  
in spendable reserves**

# GENERAL FUND RESERVES (FUND BALANCE)

**Estimated as of September 30, 2021**

<b>Estimated as of September 30, 2021</b>		
<b>Current FY 2022 Budget</b>	\$ 55,007,876	
<b>*60 Day Reserve (Adopted Budget Divided by 365 then Multiplied by 60)</b>	<b>9,042,391</b>	
<hr/>		
Total Fund Balance as of June 30, 2021 (Unaudited)		<u>\$ 29,076,527</u>
<b>Nonspendable:</b>		
Long-Term Portion of Annexation Loan Receivable	5,248	
Prepaid Assets	114,387	
	<u>119,635</u>	
<b>Restricted:</b>		
Bond Ordinance Reserves	544,938	
	<u>544,938</u>	
<b>Total Nonspendable and Restricted</b>		<u>664,573</u>
<b>Fund Balance, Unrestricted</b>		<u>28,411,954</u>
<b>USE OF UNRESTRICTED RESERVES</b>		
<hr/>		
<b>Fund Balance, Unrestricted</b>		<u>28,411,954</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	175,000	
FY 2022 Budget Reappropriation Resolution - Approved 9-23-21	892,423	
	<u>1,142,423</u>	
<b>By City Council Vote:</b>		
Hitching Post Purchase - Approved 7-22-19	329,630	
	<u>329,630</u>	
<b>By Budget Ordinance:</b>		
FY 2022 Budget Ordinance - Approved 6-14-21	479,846	
	<u>479,846</u>	
<b>Total Committed</b>		<u>1,951,899</u>
<b>Assigned (Established by Highest Level of Decision Making or Official Designated)</b>		
<b>By Management Intent:</b>		
Fire Pension A - Mayor assigned to pay for future annual payments	2,000,000	
Data Center revenue held for 3 Compliance employees for FY 2023 and 2024	590,856	
	<u>2,590,856</u>	
<b>Total Assigned</b>		<u>2,590,856</u>
Unassigned Fund Balance Available (Unrestricted Fund Balance Less Total Committed and Assigned)		<u>23,869,199</u>
*Less 60 days Unassigned Reserves from Above (Required by Resolution 5605)		9,042,391
<b>Available to Spend</b>		<b>\$ 14,826,809</b>

# SALES TAX COMPARISON OVERVIEW

## August 2021 versus August 2020 Analysis

The City's August 2021 state sales tax collections check that was received in October was \$2,306,893, or \$571,903 higher, than August 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 August 2020 to August 2021. The most significant sales tax differences are as follows:

- ↑ **Electronics and Appliance Stores.** Compared to August 2020, this industry increased **\$2,118,707** in August 2021. This industry comprises establishments primarily engaged in one of the following: (1) retailing an array of new household-type appliances and consumer-type electronic products, such as televisions, computers, and cameras; (2) specializing in retailing a single line of new consumer-type electronic products; (3) retailing these new products in combination with repair and support services; (4) retailing new prepackaged computer software; and/or (5) retailing prerecorded audio and video media, such as CDs, DVDs, and tapes.
- ↑ **Support Activities for Mining.** This is the fifth consecutive month this industry has increased in sales tax revenue. Sales tax increased by **\$570,503** in August 2021 compared to August 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.
- ↑ **Traveler Accommodation.** For the third month in a row this sales tax revenue category increased. In August 2021 sales tax increased by **\$554,737** compared to August of 2020. This industry comprises establishments primarily engaged in providing short-term lodging in facilities such as hotels, motor hotels, resort hotels, and motels. The establishments in this industry may offer food and beverage services, recreational services, conference rooms and convention services, laundry services, parking, and other services.
- ↓ **Wireless Telecommunications Carriers.** This industry group comprises establishments primarily engaged in operating, maintaining or providing access to facilities for the transmission of voice, data, text, and full motion picture video using wireless telecommunications networks. Transmission facilities may be based on a single technology or a combination of technologies. Sales tax in this category decreased **\$113,033** in August 2021 compared to August 2020.
- ↓ **Beer, Wine, and Liquor Stores.** Compared to August 2020, this industry decreased **\$88,455** in August 2021. This industry comprises establishments primarily engaged in retailing packaged alcoholic beverages, such as ale, beer, wine, and liquor.
- ↓ **Power Generation and Supply.** This industry decreased by **\$83,078** in August 2021. This industry comprises establishments primarily engaged in operating electric power generation facilities. These facilities convert other forms of energy, such as water power (i.e., hydroelectric), fossil fuels, nuclear power, and solar power, into electrical energy. The establishments in this industry produce electric energy and provide electricity to transmission systems or to electric power distribution systems.

# SALES TAX DISTRIBUTION BY MINOR BUSINESS CLASS FOR LARAMIE COUNTY

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

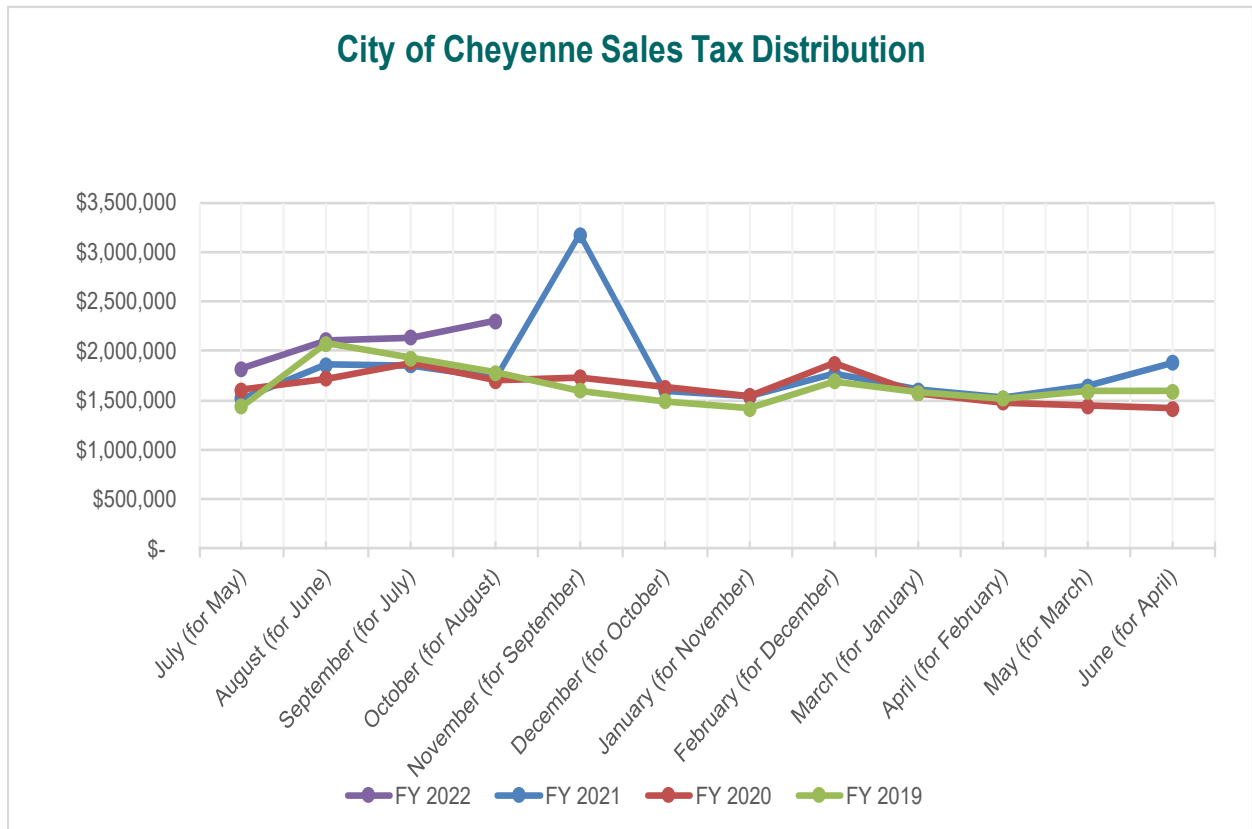
## August Sales Tax Received in October

Description	September 2020	September 2021	Difference
5172-WIRELESS TELECOMMUNICATIONS CARRIERS	\$ 123,797	\$ 10,764	\$ (113,033)
4453-BEER, WINE, AND LIQUOR STORES	210,774	122,319	(88,455)
2211-POWER GENERATION AND SUPPLY	1,085,393	1,002,315	(83,078)
2361-RESIDENTIAL BUILDING CONSTRUCTION	69,199	21,094	(48,105)
4422-HOME FURNISHINGS STORES	119,593	84,955	(34,638)
4511-SPORTING GOODS AND MUSICAL INSTRUMENT STORES	216,459	183,426	(33,033)
7213-ROOMING AND BOARDING HOUSES	32,044	-	(32,044)
2111-OIL AND GAS EXTRACTION	24,748	-	(24,748)
4246-CHEMICAL MERCHANT WHOLESALERS	53,404	30,490	(22,914)
4543-DIRECT SELLING ESTABLISHMENTS	98,529	75,968	(22,561)
9211-EXECUTIVE, LEGISLATIVE AND GENERAL GOVERNMENT	2,007,186	1,986,279	(20,907)
5321-AUTOMOTIVE EQUIPMENT RENTAL AND LEASING	165,306	181,542	16,236
4532-OFFICE SUPPLIES, STATIONERY, AND GIFT STORES	94,880	112,251	17,371
2362-NONRESIDENTIAL BUILDING CONSTRUCTION	231,984	249,892	17,908
4421-FURNITURE STORES	89,587	107,584	17,997
3241-PETROLEUM AND COAL PRODUCTS MANUFACTURING	41,966	60,639	18,673
4442-LAWN AND GARDEN EQUIPMENT AND SUPPLIES STORES	64,637	89,603	24,966
4237-HARDWARE AND PLUMBING MERCHANT WHOLESALERS	54,012	79,791	25,779
4461-HEALTH AND PERSONAL CARE STORES	108,159	134,203	26,044
8111-AUTOMOTIVE REPAIR AND MAINTENANCE	383,642	424,922	41,280
4539-OTHER MISCELLANEOUS STORE RETAILERS	211,863	263,301	51,438
4413-AUTO PARTS, ACCESSORIES, AND TIRE STORES	355,184	408,707	53,523
7222-LIMITED-SERVICE EATING PLACES	449,585	507,468	57,883
8113-COMMERCIAL MACHINERY REPAIR AND MAINTENANCE	59,315	129,650	70,335
3331-AG., CONSTRUCTION, AND MINING MACHINERY MFG.	3,083	81,106	78,023
4233-LUMBER AND CONST. SUPPLY MERCHANT WHOLESALERS	63,483	156,645	93,162
4529-OTHER GENERAL MERCHANDISE STORES	789,443	885,491	96,048
7221-FULL-SERVICE RESTAURANTS	578,329	677,399	99,070
4481-CLOTHING STORES	234,687	341,229	106,542
4541-ELECTRONIC SHOPPING AND MAILORDER HOUSES	822,330	942,456	120,126
4471-GASOLINE STATIONS	325,343	449,964	124,621
5324-MACHINERY AND EQUIPMENT RENTAL AND LEASING	186,849	432,470	245,621
4441-BUILDING MATERIAL AND SUPPLIES DEALERS	1,455,032	1,804,216	349,184
7211-TRAVELER ACCOMMODATION	381,890	936,627	554,737
2131-SUPPORT ACTIVITIES FOR MINING	266,595	837,098	570,503
4431-ELECTRONICS AND APPLIANCE STORES	371,887	2,490,594	2,118,707

# SALES TAX COMPARISON

CITY OF CHEYENNE 4% STATE SALES TAX DISTRIBUTION				
MONTH RECEIVED IN	FY 2022	FY 2021	FY 2020	FY 2019
July (for May)	\$ 1,821,482	\$ 1,515,278	\$ 1,608,759	\$ 1,435,037
August (for June)	2,111,613	1,861,193	1,721,653	2,073,763
September (for July)	2,133,878	1,855,945	1,881,067	1,925,699
October (for August)	2,306,893	1,734,990	1,700,588	1,781,835
November (for September)		3,178,334	1,734,556	1,598,139
December (for October)		1,600,310	1,631,320	1,494,157
January (for November)		1,536,593	1,547,426	1,418,761
February (for December)		1,764,239	1,872,895	1,694,570
March (for January)		1,609,199	1,569,278	1,578,528
April (for February)		1,525,877	1,475,787	1,516,814
May (for March)		1,645,139	1,443,907	1,593,771
June (for April)		1,883,599	1,416,691	1,593,636
Total	\$ 8,373,866	\$ 21,710,696	\$ 19,603,927	\$ 19,704,709

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



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

# ENTERPRISE FUNDS SUMMARY

## Cheyenne Civic Center

The Cheyenne Civic Center through the end of September 2021 has experienced a \$149,033 total operating loss (when operating expenses exceed operating revenue). This does not include \$10,000 per month (or \$120,000 for Fiscal Year 2022) in revenue for the General Fund subsidy transfer, which when considered decreased the total net loss year-to-date to \$119,033. However, the City of Cheyenne received a grant in the amount of \$910,129 from the Shuttered Venue award program to assist with operating expenses incurred during the pandemic. With the receipt of these funds the Civic Center's net income through September 30, 2021 was \$791,095.

The cost recovery rate before the subsidy from the General Fund (meaning the percentage of operating revenue needed to cover operating expenditures) is 54.65%. In comparison, at the end of June the cost recovery rate was 40.11%. The goal is to be as close to 100% as possible. However, the Cheyenne Civic Center provides its facilities and services at no or low cost to many community groups and organizations and therefore is not able to recoup the costs associated with these events.

With the monthly transfer from the General Fund, and the Shuttered Venue grant revenue, the total net position (net worth) is \$245,410 at the end of September compared to negative (\$545,685) at the end of Fiscal Year 2021.

## Cheyenne Ice and Events Center

The Ice and Events Center had an operating net loss of \$91,453 through September 30, 2021. With the addition of the General Fund subsidy transfer of \$6,667 per month (\$80,000 for Fiscal Year 2022) the total net loss decreased to \$71,453 as of September 30, 2021.

The Ice and Event Center's net position is now \$1,840,882 which is the combination of \$2,155,428 in capital assets such as the building, equipment and land and a negative cash balance of (\$314,546).

## Solid Waste Fund

The Solid Waste Fund had a net operating loss of \$834,937 as of September 30, 2021. This does not include investment revenue of \$29,095 or the expense of the regular General Fund transfer of \$232,118, which when both are considered increased the total net loss to \$1,037,959 through the end of September.

The Solid Waste Fund's net position is now \$44,503,145, of which \$35,825,862, or 81%, is invested in capital assets such as equipment, buildings, and land. The remaining \$8,677,283 is unrestricted, some of which will be used for future upgrades as well as machinery and equipment.

# CHEYENNE CIVIC CENTER

## Statement of Revenues and Expenditures FY 2022 YTD through September 30, 2021

	FY 2022 Budget	FY 2022 Actual (YTD)	% Budget Used (25% to date)	FY 2021 Actual	FY 2020 Actual
Operating Revenue	\$ 2,057,777	\$ 179,611	8.73%	\$ 233,571	\$ 1,138,433
Operating Expenditures	(2,057,777)	(328,645)	15.97%	(582,397)	(1,775,152)
Net operating income (loss)	-	(149,033)		(348,826)	(636,719)
Transfer from General Fund	120,000	30,000	25.00%	120,000	120,000
Shuttered Venue Grant Revenue	910,129	910,129		-	-
Transfer to Cover Deficit	-	-		775,000	-
	1,030,129	940,129		895,000	120,000
<b>Net income (loss)</b>	<b>\$ 1,030,129</b>	<b>\$ 791,095</b>		<b>\$ 546,174</b>	<b>\$ (516,719)</b>
Cost Recovery Rate before subsidy		54.65%		40.11%	64.13%

### Civic Center Fund Net Position

Net investment in capital assets	\$ 410,104	\$ 412,726	\$ 412,726
Unrestricted (deficit)	(164,694)	(958,411)	(1,612,973)
<b>Net Position</b>	<b>\$ 245,410</b>	<b>\$ (545,685)</b>	<b>\$ (1,091,859)</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)
2022 YTD	791,095	(545,686)	245,408

### 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
2022	120,000



# CHEYENNE ICE AND EVENTS CENTER

## Statement of Revenues and Expenditures FY 2022 YTD through September 30, 2021

	FY 2022 Budget	FY 2022 Actual (YTD)	% Budget Used (25% to date)	FY 2021 Actual	FY 2020 Actual
Operating Revenue	\$ 828,665	\$ 89,888	10.85%	\$ 440,905	\$ 384,176
Operating Expenditures	(828,665)	(181,341)	21.88%	(625,102)	(674,029)
Net operating income (loss)	-	(91,453)		(184,196)	(289,854)
Miscellaneous Income	1,000	-	0.00%	-	194,555
Transfer from General Fund	80,000	20,000	25.00%	80,000	80,000
<b>Net income (loss)</b>	<b>\$ 81,000</b>	<b>\$ (71,453)</b>		<b>\$ (104,196)</b>	<b>\$ (15,298)</b>
Cost Recovery Rate before subsidy		<u>49.57%</u>		<u>70.53%</u>	<u>57.00%</u>

### Ice and Events Center Fund Net Position

Net investment in capital assets	\$ 2,155,428	\$ 2,197,710	\$ 2,197,710
Unrestricted (deficit)	(314,546)	(285,375)	(407,726)
<b>Net Position</b>	<b>\$ 1,840,882</b>	<b>\$ 1,912,335</b>	<b>\$ 2,016,531</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
2022 YTD	(71,453)	1,912,334	1,840,881

### 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
2022	80,000

# SOLID WASTE FUND

## Statement of Revenues and Expenditures FY 2022 YTD through September 30, 2021

	FY 2022 Budget	FY 2022 Actual (YTD)	% Budget Used (25% to date)	FY 2021 Actual	FY 2020 Actual
Operating Revenue	\$ 24,271,193	\$ 3,445,027	14.19%	\$ 17,683,666	\$ 17,904,806
Operating Expenditures	<u>(23,382,723)</u>	<u>(4,279,964)</u>	18.30%	<u>(11,291,393)</u>	<u>(11,524,394)</u>
Net operating income (loss)	888,470	(834,937)		6,392,273	6,380,412
Investment Revenue	40,000	29,095	72.74%	247,942	
Transfer to General Fund	<u>(928,470)</u>	<u>(232,118)</u>	25.00%	<u>(2,327,371)</u>	<u>(700,000)</u>
<b>Net income (loss)</b>	<u>\$ -</u>	<u>\$ (1,037,959)</u>		<u>\$ 4,312,844</u>	<u>\$ 5,680,412</u>

### Solid Waste Fund Net Position

Net investment in capital assets	\$ 35,825,862	\$ 36,293,846	\$ 31,658,388
Unrestricted	<u>8,677,283</u>	<u>9,247,258</u>	<u>9,569,871</u>
<b>Net Position</b>	<u>\$ 44,503,145</u>	<u>\$ 45,541,104</u>	<u>\$ 41,228,260</u>

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

# CITY FUND BALANCES AS OF SEPTEMBER 30, 2021

General Fund	
001 - General Fund	\$ 29,076,527
103 - Employee Self Insurance Fund	1,164,365
210 - Agency Fund	429,136
<b>Total General Fund</b>	<b>\$ 30,670,028</b>

Special Revenue Funds	
010 - Weed and Pest Fund	\$ 467,874
011 - Local and State Grants Fund	(289,361)
012 - Youth Alternative Grants Fund	468,476
014 - Recreation Programs Fund	739,519
015 - Belvoir Recreation Fund	12,042
018 - Community Development Block Grant Fund	(5,723)
019 - Real Property Revolving Fund	570,150
024 - Law Enforcement Grants Fund	(36,037)
025 - Federal Grants Fund	3,433,778
026 - Transportation Planning Fund (MPO)	(100,109)
027 - Transit Fund	(152,247)
028 - Juvenile Justice Fund	210,189
029 - Special Friends Fund	70,409
200 - Annexation Loans	261,172
205 - Housing Loans Fund	301,310
<b>Total Special Revenue Funds</b>	<b>\$ 5,951,441</b>

Capital Projects Funds	
013 - Development Impact Fees Fund	\$ 1,123,729
030 - 6th Penny Fund (Special Purpose Option Tax)	21,390,697
031 - Youth Alternative Activities	32,031
041 - Golf Improvements Fund	708,840
020 - 5th Penny Fund (1% Sales Tax 2019-2022 Ballot)	44,156,632
021 - 5th Penny (1% Sales Tax 2011-2014 Ballot)	-
022 - 5th Penny Fund (1% Sales Tax 2015-2018 Ballot)	5,323,899
<b>Total 5th Penny Fund</b>	<b>\$ 49,480,531</b>
<b>Total Capital Projects Funds</b>	<b>\$ 72,735,828</b>

# CITY FUND BALANCES AS OF SEPTEMBER 30, 2021

<b>Proprietary Funds (Enterprise and Internal Service Funds)</b>	
023 - Solid Waste Fund	\$ 44,503,145
101 - Fleet Maintenance Fund	1,028,078
110 - Civic Center Fund	245,410
114 - Ice and Events Center Fund	1,840,882
<b>Total Proprietary Funds</b>	<b>\$ 47,617,514</b>

<b>Fiduciary Fund</b>	
209 - Fiduciary Fund	\$ 39,635
<b>Total Fiduciary Fund</b>	<b>\$ 39,635</b>

<b>Permanent Fund</b>	
220 - Cemetery Perpetual Care Fund	\$ 807,332
<b>Total Permanent Fund</b>	<b>\$ 807,332</b>

<b>Total City Funds</b>	<b>\$ 157,821,778</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 19-20 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 of going self-funded for City employee health insurance 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 6146, the annual wind energy lease payments are split as follows: two-thirds to the General Fund and one-third to the Belvoir Recreation Fund.

# 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 can 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, 021, 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 No. 4919 (repealed by Resolution No. 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 can 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.