

City of Cheyenne

Monthly Financial Snapshot

January 31, 2020



This report summarizes the City of Cheyenne's General Fund revenues and expenditures through January 31, 2020. In addition, the City's Enterprise Funds including the Civic Center, Ice and Events Center and Solid Waste Fund are highlighted. All figures presented in this report are audited with the exception of Fiscal Year 2020.

CITY TREASURER NOTES

Cost Saving Measures

Although the City is currently on track with 55.6% of budgeted General Fund expenditures being spent with 58.33% of the year remaining, concerns remain on revenues, especially sales and use tax, possibly not meeting projections. Additionally, with the FY 2021 budget process beginning in March, it appears that revenues will be projected as flat or possibly even decreased. However, next year's expenditures will be higher because of significant and probable increases in health insurance, property/liability insurance, pension rates as well as other items. Please see the City's FY 2021 Budget Narrative at <https://www.cheyennecity.org/113/Budget-and-Finance> for more information on next year's anticipated budget changes.

As a result, in an effort to be proactive Mayor Marian Orr instituted a hiring "pause" of 90 days for any full-time General Fund position (except Police and Fire) that is vacated as of February 12, 2020. Additionally, no full-time General Fund employee (except the normal step increases received by Police and Fire) will receive salary increases until further notice. Another measure includes the Mayor carefully evaluating all travel requests and only approving those that are essential to the position. All of these cost saving measures will be evaluated each month to determine their necessity.

Percentages

I would like to better explain the monthly report to help citizens understand the City's budget versus actual information presented. First, the information included in the monthly financial report is at a point in time. Significant changes can happen each month because of the way revenues are received and various expenditures are paid by the City.

Second, in the budget to actual comparisons on pages 5-8, a percentage is given for each line item, as well as an overall percentage for all revenue and expenditures. This is based on the assumption that total revenues (or expenditures) are received in an equal amount each month. However, this is not the case. The City budgets annually, not monthly. The year-to-date budgeted amounts presented are simply the annual budget divided by 12 months multiplied by the number of months that have occurred. Therefore, although the percentages can be helpful to determine if the City is staying on track with revenues received and expenditures paid, it should only be used as a general guide.

As mentioned, most General Fund revenue sources are not received equally each month. Sales tax is a good example. If you look at page 12 you can see how much the sales tax received by the City fluctuates depending on the month. Another case in point is property taxes. This amount varies greatly. For example, the City received \$1.5M in property taxes in the month of November but received only \$66K in January. Therefore it can appear that the City is not meeting projections when instead it is a revenue

timing issue. This also holds true for expenditures. Certain times of the year there are expenditures that do not occur during all 12 months. One example is seasonal employees for divisions such as Parks, Cemetery and Golf. They are paid primarily from mid May to early September. Additionally, certain large annual software maintenance agreements are paid in July. Therefore, these timing issues should be considered when reviewing the budget to actual percentages.

Revenue from Reserves

I modified the Monthly Financial Snapshot slightly in January 2020 to hopefully better explain the City's use of reserves in FY 2020. First, I would like to focus on the "Revenue from Reserves" line item at the bottom of page 6. You will see a Revenue from Reserves FY 2020 budget of **\$7,461,287**. What this means is the Governing Body has approved paying for various expenditures from the City's General Fund Reserves. For example, the FY 2020 budget was first approved by ordinance at the June 10, 2019 City Council Meeting and included **\$1,050,000** to be used from Reserves to fund the following:

- \$650,000 to fund the minimum revenue guarantee for SkyWest Airlines
- \$50,000 to pay for additional security at the 2019 Cheyenne Frontier Days
- \$250,000 to pay for additional deferred capital maintenance on city facilities, and
- \$100,000 to cover various approved budget amendments

Additionally, on September 9, 2019, the Governing Body approved a re-appropriation (which means to amend the budget) using reserves in the amount of **\$6,066,287**. This included the following:

- \$4,020,000 to pay for the construction of the 2nd floor shell of the new Municipal Court Building (approved in September 2018 per Resolution 5951)
- \$690,803 for capital improvements approved in during the FY 2018 budgeting process. This will be used to pay for new roofs at the Cheyenne Aquatic Center as well as both the Fleet Maintenance and Parks Maintenance facilities.
- \$1,295,008 for Fiscal Year 2019 encumbrances and rollover accounts, and
- \$60,476 to cover requests to increase the budgets of both the Cheyenne/Laramie County Emergency Management Agency and Cheyenne Laramie County Health Department.

Finally on November 25, 2019 the Governing Body approved **\$345,000** to be used from reserves to pay for the Transit Program's match requirements from 2017-2019 that were not adequately budgeted.

Next, please review the "Revenue from Reserves" line item under the FY 2020 Actual Revenue column (also towards the bottom of page 6) and you will see \$4,097,209. What this number includes is what has actually been spent on the items I reference above from the \$7,461,287 budget from reserves. This will provide a more accurate number and percentage for year-to-date revenues.

GENERAL FUND REVENUES

As sales tax collections and other revenue sources were higher in January compared to December, overall City General Fund revenues, without revenues from reserves, are \$32,591,000 through January

31, 2020, or **59.07%** of the total budgeted revenue. If you add the revenue from reserves budget and actuals it is **58.57%** of total budgeted revenue. This is significantly improved from December's report. In comparison, seven months, or **58.33%** of the fiscal year, has taken place. Therefore, General Fund revenues in total are actually \$256,877 ahead of projections. As indicated in the City Treasurer's Notes, revenue timing issues can significantly affect the budget to actual projections.

Positive

- ↑ The City received its second State Distribution payment of \$2.16M in January. The state sends the Direct Distribution in two separate payments in August and January. As indicated in the City Treasurer's Notes section, the recent payment makes the budget to actual for revenue appear to be much improved over December 2019's report but instead it skews the percentages on that line item as well as overall totals.
- ↑ Historic Horse Racing revenues continue to be strong. The City budgeted \$575K for the entire year. We have received one of the two semi-annual payments in the amount of \$369K as of January 31, 2020. We also received notification that our next payment that will be received in February is \$376K, for a total \$745K for the year.

Neutral

- ➔ Sales tax is \$98K higher as of January 31, 2020 compared to the same time last year. The payment received in February 2020 for December 2019's sales tax was 10.5% higher than same payment received in February 2019. We are hoping this positive trend continues. Although the year started out unfavorably with sales tax collections approximately \$300K less through October 2019 than last year at the same time, the payments received from November 2019 to February of 2020 are \$581K more than the same time last year.

Negative

- ↓ Franchise fee revenue is still down compared to FY 2019. Gas and electric franchise fees are \$230K lower than the same time last year as a result of the federal Tax Cuts and Jobs Act rebate provided to customers in September of 2019 by Black Hills Energy. Both cable and telephone franchise fees are also slightly lower.
- ↓ Building permit revenue continues to be significantly less than projected at \$556K lower than the same time last year.
- ↓ Gas taxes are down \$215K from the same period of time last year.
- ↓ It appears that Cost Allocation revenue is significantly under projections. However, this is due to January's cost allocation inadvertently being posted in February. Cost allocation is the reimbursement of indirect, or administrative services, paid for by the General Fund but used by other City Funds such as 1% (5th Penny), Recreation, etc. These services include Human Resources, Accounting, City Attorney, Risk Management, Information Technology and Facilities. Each month 2.82% of the total expenditures in these funds is calculated and transferred to the General Fund.
- ↓ Both court fines and bonds continue to be significantly below projections. Court fines is at 21.32% and court bonds is at 24.08% of budgeted revenue with 58.33% of the year having occurred and significantly lower (\$483K) than the same time last year.

GENERAL FUND EXPENDITURES

Total General Fund expenditures through January 31, 2020 are \$34,865,918, or **55.7%** of budgeted expenditures of \$62,637,195. This is favorable with **58.3%** of the fiscal year having already occurred.

In comparison, at the same time last year actual expenditures were \$30,805,621 versus budgeted expenditures of \$57,056,120, or **54.0%** with **58.3%** of the fiscal year occurring.

Negative

- ↓ The **Finance Division** in the City Treasurer's Department is at 60.3% of budgeted expenditures. The reasons for this was noted in December 2019's report. Additionally, the City's new payroll outsourcing company has cost significantly more than was initially projected when the contract was signed in July 2018. The cost of outsourcing payroll is difficult to project as we are given just a list of prices for various services such as garnishments, stop payments, stale dated checks, etc. For example, each time an employee doesn't cash a paper check within the quarter the City is charged a large fee to reissue the check and restate the 941 quarterly tax report. As a result, effective July 1, 2020 the City will now require that all employees receive their payroll check via direct deposit or debit card (no paper checks). City Treasurer's budget takes 75% of the payroll outsourcing expense and Human Resources 25%.
- ↓ The Fire Department's Overtime expenditures through January 31, 2020 are \$354,183. However, only \$448,842 has been budgeted for the entire year, or 79% of the budget has been expended with 58.3% of the year remaining. We are hopeful that the "Kelly Days" schedule that was negotiated with the union during the collective bargaining process last year will start to lower overtime costs during the second half of the fiscal year as the new schedule began January 1, 2020. It is important to note that overall the Fire Department's budget is on track at 58.0% of budgeted expenditures with 58.3% of the year having occurred.

GENERAL FUND RESERVES (FUND BALANCE)

- As of January 31, 2020 the City has **\$1,483,060 in available to spend General Fund Reserves**. Note that the City also has 60 days of operating reserves that must be maintained by resolution in the amount of \$10,296,525, or a total unassigned fund balance of \$11,779,585.
- Please note that the available to spend reserves calculation on page 11 of this report highlights that \$449,850 is still committed by Resolution 5951 for the 2nd floor shell construction on the new Municipal Court Building. The reason these funds are still committed but not being used is this amount was to be expended on financing costs for the construction of the Court. However, after doing a cash flow analysis the City Treasurer determined that the City did not need to finance the construction as the 6th Penny Fund could cash flow the project. Therefore, these funds could be uncommitted by the Governing Body through resolution and be available for other purposes.

REVENUE ANALYSIS

General Fund Revenue Comparison Year to Date (YTD) as of January 31:

	FY 2020 Budget	FY 2020 Actual (YTD)	% Budget Used (58.33% to date)	FY 2019 Actual	FY 2018 Actual
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TAXES & ASSESSMENTS

Gas and Electric Franchise Fees	\$ 4,215,000	\$ 2,093,511	↓ 49.67%	\$ 4,218,388	\$ 4,229,218
Telephone Franchise Fees (Quarterly)	180,000	87,462	↓ 48.59%	110,983	178,504
Cable TV Franchise Fees (Quarterly)	970,000	433,155	↓ 44.66%	878,703	916,681
Property Tax	5,506,000	3,662,308	↑ 66.51%	5,462,239	5,296,887
Vehicle Tax	1,515,281	933,496	↑ 61.61%	1,538,189	1,461,388
Total Taxes and Assessments	\$ 12,386,281	\$ 7,209,931	→ 58.21%	\$ 12,208,502	\$ 12,082,678

LICENSES & PERMITS

Building Permits	\$ 2,275,000	\$ 1,058,367	↓ 46.52%	\$ 2,494,903	\$ 2,166,230
Liquor Permits (January)	133,200	113,555	↑ 85.25%	134,844	120,539
Contractor Licensing	300,000	162,042	↓ 54.01%	330,224	295,135
Other Permits and Licenses	162,090	87,548	↓ 54.01%	165,060	161,949
Total Licenses/Permits	\$ 2,870,290	\$ 1,421,512	↓ 49.53%	\$ 3,125,031	\$ 2,743,853

INTERGOVERNMENTAL

Sales and Use Tax	\$ 20,676,300	\$ 11,825,370	→ 57.19%	\$ 19,526,321	\$ 17,924,762
Gas Tax	1,778,000	1,008,891	→ 56.74%	1,620,044	1,709,059
Special Fuel Tax	625,000	402,344	↑ 64.37%	616,556	588,270
Cigarette Tax	305,000	191,984	↑ 62.95%	312,413	318,914
Mineral Royalties (Quarterly)	2,710,000	1,367,256	↓ 50.45%	2,720,745	2,675,508
Severance Tax (Quarterly)	2,209,100	1,106,758	↓ 50.10%	2,213,517	2,214,540
State Distribution (August & January)	4,382,318	4,332,606	↑ 98.87%	4,514,599	4,701,664
Historic Horse Racing (Semi-Annual)	575,000	369,449	↑ 64.25%	674,338	548,537
Lottery Proceeds	449,000	272,538	↑ 60.70%	615,573	431,603
State & DDA Subsidy	64,913	19,913	↓ 30.68%	(4,745)	61,324
Total Intergovernmental	\$ 33,774,631	\$ 20,897,109	↑ 61.87%	\$ 32,809,361	\$ 31,174,181

CHARGES FOR SERVICES

Parking (Cox, Spiker, East Lot)	\$ 416,500	\$ 155,422	↓ 37.32%	\$ 383,442	\$ 328,029
Record Checks	11,000	1,505	↓ 13.68%	8,084	13,984
Burglar Alarms	15,000	13,519	↑ 90.13%	14,285	12,500
Vehicle Inspections (Quarterly)	32,000	27,400	↑ 85.63%	33,870	32,640
Nuisance Abatement	6,000	10,383	↑ 173.05%	8,257	35,574
Golf Course Revenue	340,000	140,164	↓ 41.22%	338,792	346,109
Aquatics Revenue	336,000	184,474	→ 54.90%	330,308	349,541
Other Recreation Program Revenue	-	-	-	-	152,540
Cost Allocation	650,500	327,641	↓ 50.37%	693,526	679,461
Total Charges for Services	\$ 1,807,000	\$ 860,508	↓ 47.62%	\$ 1,810,563	\$ 1,950,377

REVENUE ANALYSIS

General Fund Revenue Comparison Year to Date (YTD) as of January 31:

	FY 2020 Budget	FY 2020 Actual (YTD)	% Budget Used (58.33% to date)	FY 2019 Actual	FY 2018 Actual
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FINES & FORFEITS

Liquor Violation Fee	\$ 2,000	\$ 700	↓ 35.00%	\$ 6,500	\$ -
Parking Fines	143,000	90,635	↑ 63.38%	128,501	85,548
Court Fines	322,000	68,658	↓ 21.32%	171,519	281,461
Court Bonds	1,018,000	245,092	↓ 24.08%	995,411	975,868
Total Fines & Forfeits	\$ 1,485,000	\$ 405,085	↓ 27.28%	\$ 1,301,932	\$ 1,342,877

MISCELLANEOUS

Interest	\$ 264,000	\$ 214,976	↑ 81.43%	\$ 543,371	\$ 68,369
Cemetery	143,500	74,289	↓ 51.77%	122,096	130,241
Parks Rentals	30,500	15,205	↓ 49.85%	34,908	37,163
Kiwanis Community House Rentals	90,000	38,850	↓ 43.17%	80,669	90,753
Miscellaneous Rentals & Leases	450,000	390,578	↑ 86.80%	451,470	348,987
Miscellaneous Police Charges	1,000	178	↓ 17.80%	3,061	3,578
Police Overtime Reimbursements	200,000	192,712	↑ 96.36%	108,397	-
Planning Fees	30,000	12,295	↓ 40.98%	24,820	28,141
Administrative Fees	25,000	7,214	↓ 28.85%	24,068	23,601
Advertising Fees	3,500	2,275	↑ 65.00%	2,925	2,550
Roundhouse Impact Fees	261,020	43,100	↓ 16.51%	-	-
Property Sales	35,000	10,740	↓ 30.68%	97,642	1,262,634
Miscellaneous	30,000	7,978	↓ 26.59%	39,451	174,224
Police Grants	500,000	293,567	→ 58.71%	534,964	507,437
Transfers from Other Funds	789,186	492,899	↑ 62.46%	763,024	816,350
Total Miscellaneous	\$ 2,852,706	\$ 1,796,855	↑ 62.99%	\$ 2,830,864	\$ 3,494,028

Total General Fund Revenues without Reserves	\$55,175,908	\$32,591,000	↑ 59.07%	\$54,086,252	\$52,787,994
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*Revenue from Reserves	7,461,287	4,097,209			
Total Revenues	\$ 62,637,195	\$ 36,688,209	→ 58.57%	\$ 54,086,252	\$ 52,787,994

*Revenue from Reserves Summary

Obligated to Balance FY 2020 Budget - Approved through Ordinance 6-10-19	1,050,000
Re-appropriation for FY 2020 Budget - Approved 9-9-19	6,066,287
Re-appropriation for FY 2020 Budget - Approved 11-25-19	345,000
	\$ 7,461,287

EXPENDITURE ANALYSIS

General Fund Expenditure Status by Department and Division Year to Date (YTD) as of January 31:

DEPARTMENT/DIVISION	FY 2020 Budget	FY 2020 Actual (YTD)	% Budget Used (58.33% to date)	FY 2019 Actual	FY 2018 Actual
CITY COUNCIL					
City Council	\$ 285,338	\$ 140,370	↑ 49.19%	\$ 278,784	\$ 285,388
	\$ 285,338	\$ 140,370	↑ 49.19%	\$ 278,784	\$ 285,388
MAYOR					
Mayor	785,713	446,325	→ 56.81%	689,535	366,547
City Attorney	600,143	303,660	↑ 50.60%	570,790	554,112
Human Resources	827,628	413,699	↑ 49.99%	584,115	406,203
Compliance*	1,599,077	878,784	↑ 54.96%	1,308,311	2,082,097
Municipal Court	668,835	382,592	→ 57.20%	693,309	656,303
Youth Alternatives	429,599	206,186	↑ 48.00%	359,905	312,105
	\$ 4,910,995	\$ 2,631,245	↑ 53.58%	\$ 4,205,965	\$ 4,377,366
CITY CLERK					
City Clerk	744,510	431,696	→ 57.98%	722,025	559,168
Information Technology	1,330,508	776,079	→ 58.33%	1,255,095	1,223,309
	\$ 2,075,018	\$ 1,207,775	→ 58.21%	\$ 1,977,120	\$ 1,782,477
PUBLIC WORKS					
Public Works Administration	299,949	171,573	→ 57.20%	316,039	256,002
Traffic Engineering	528,413	283,500	↑ 53.65%	508,763	499,325
Facilities Maintenance	1,060,408	550,066	↑ 51.87%	996,422	953,921
Street and Alley	2,375,944	1,256,852	↑ 52.90%	2,137,111	2,649,787
	\$ 4,264,714	\$ 2,261,991	↑ 53.04%	\$ 3,958,335	\$ 4,359,034
POLICE					
Police Administration	3,811,445	1,981,731	↑ 51.99%	3,864,585	3,305,726
Police Patrol	11,142,404	6,338,386	→ 56.89%	10,746,063	10,019,330
	\$ 14,953,849	\$ 8,320,117	→ 55.64%	\$ 14,610,648	\$ 13,325,056
FIRE					
Fire Administration	577,506	299,788	↑ 51.91%	637,791	497,010
Fire Training	351,684	182,593	↑ 51.92%	319,235	297,640
Fire Prevention	542,270	351,612	↓ 64.84%	543,119	638,607
Fire Public Education	91,843	54,557	↓ 59.40%	89,751	-
Fire Suppression	9,837,303	5,726,511	→ 58.21%	9,944,930	9,224,025
Fire Hazardous Materials	13,144	5,925	↑ 45.08%	87,081	30,394
Rope Rescue	-	2,178		(69,149)	95,186
Emergency Medical Services	175,675	101,845	→ 57.97%	192,893	133,345
Fire Honor Guard	2,842	-	↑ 0.00%	3,011	-
	\$ 11,592,267	\$ 6,725,009	→ 58.01%	\$ 11,748,662	\$ 10,916,206

EXPENDITURE ANALYSIS

General Fund Expenditure Status by Department and Division Year to Date (YTD) as of January 31:

DEPARTMENT/DIVISION	FY 2020 Budget	FY 2020 Actual (YTD)	% Budget Used (58.33% to date)	FY 2019 Actual	FY 2018 Actual
COMMUNITY RECREATION AND EVENTS (CRE)					
CRE Administration	\$ 799,697	\$ 418,085	↑ 52.28%	\$ 687,013	\$ 511,822
Forestry	696,536	389,550	⇒ 55.93%	672,567	580,317
Programs and Facilities	496,015	272,922	⇒ 55.02%	441,434	552,303
Aquatics	1,093,425	608,703	⇒ 55.67%	1,087,178	1,115,441
Recreation	303,479	161,213	↑ 53.12%	286,846	701,176
Recreation Buildings	116,060	40,096	↑ 34.55%	114,647	41,703
Golf Courses	916,107	506,321	⇒ 55.27%	851,358	827,590
Parks	1,873,484	1,002,592	↑ 53.51%	1,697,341	1,706,151
Cemetery	408,382	224,656	⇒ 55.01%	442,883	444,789
Botanic Gardens	682,122	400,248	⇒ 58.68%	639,206	599,185
Clean and Safe	496,676	258,149	↑ 51.98%	528,940	165,124
	\$ 7,881,983	\$ 4,282,536	↑ 54.33%	\$ 7,449,412	\$ 7,245,602
CITY ENGINEER					
Engineering	1,248,131	643,597	↑ 51.56%	1,097,055	988,479
	\$ 1,248,131	\$ 643,597	↑ 51.56%	\$ 1,097,055	\$ 988,479
CITY TREASURER					
Finance	819,670	494,542	↓ 60.33%	835,490	678,205
	\$ 819,670	\$ 494,542	↓ 60.33%	\$ 835,490	\$ 678,205
PLANNING & DEVELOPMENT					
Planning/Development	917,038	459,887	↑ 50.15%	775,544	683,923
	\$ 917,038	\$ 459,887	↑ 50.15%	\$ 775,544	\$ 683,923
MISCELLANEOUS					
General Accounts	5,108,321	2,925,468	⇒ 57.27%	4,819,950	2,979,809
Special Projects	5,637,595	3,100,247	↑ 54.99%	170,523	79,900
	\$ 10,745,916	\$ 6,025,715	⇒ 56.07%	\$ 4,990,473	\$ 3,059,709
SUPPORT SERVICES					
Economic Development	49,825	49,825	↓ 100.00%	49,825	49,825
City-County Support	2,053,451	897,522	↑ 43.71%	1,854,517	1,188,620
Community Services Support	839,000	725,788	↓ 86.51%	898,955	877,955
	\$ 2,942,276	\$ 1,673,135	⇒ 56.87%	\$ 2,803,297	\$ 2,116,400
Total	\$62,637,195	\$34,865,918	⇒ 55.66%	\$54,730,786	\$49,817,845

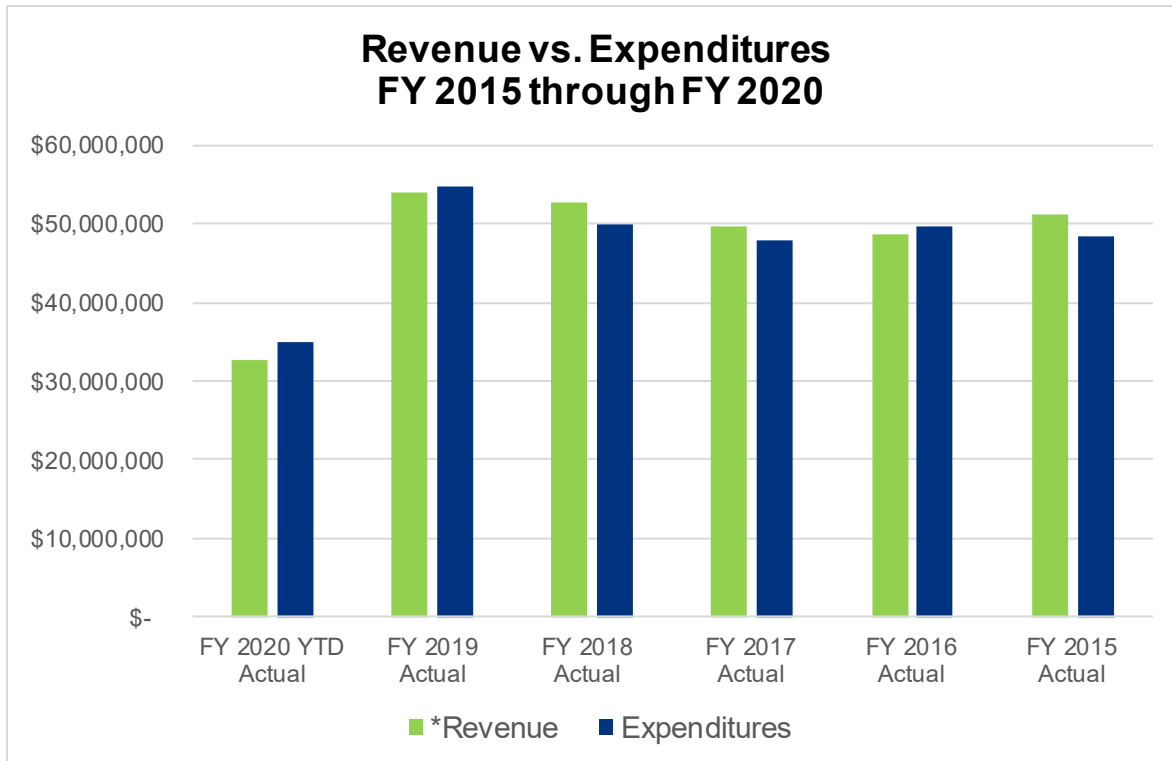
*The Compliance Division was created on July 1, 2019; for comparative purposes the former Building and Risk Management Divisions are included in the Compliance Division above for FY 2018 & FY 2019

REVENUE VS. EXPENDITURE COMPARISON

General Fund Fiscal Years 2015-2020

	FY 2020 YTD Actual	FY 2019 Actual	FY 2018 Actual	FY 2017 Actual	FY 2016 Actual	FY 2015 Actual
*Revenue	\$32,591,000	\$54,086,252	\$ 52,787,994	\$49,774,857	\$48,609,410	\$51,142,321
Expenditures	34,865,918	54,730,786	49,817,845	47,982,416	49,694,164	48,512,496
Excess (Deficiency)	\$ (2,274,917)	\$ (644,534)	\$ 2,970,149	\$ 1,792,440	\$ (1,084,754)	\$ 2,629,825

*without reserves considered



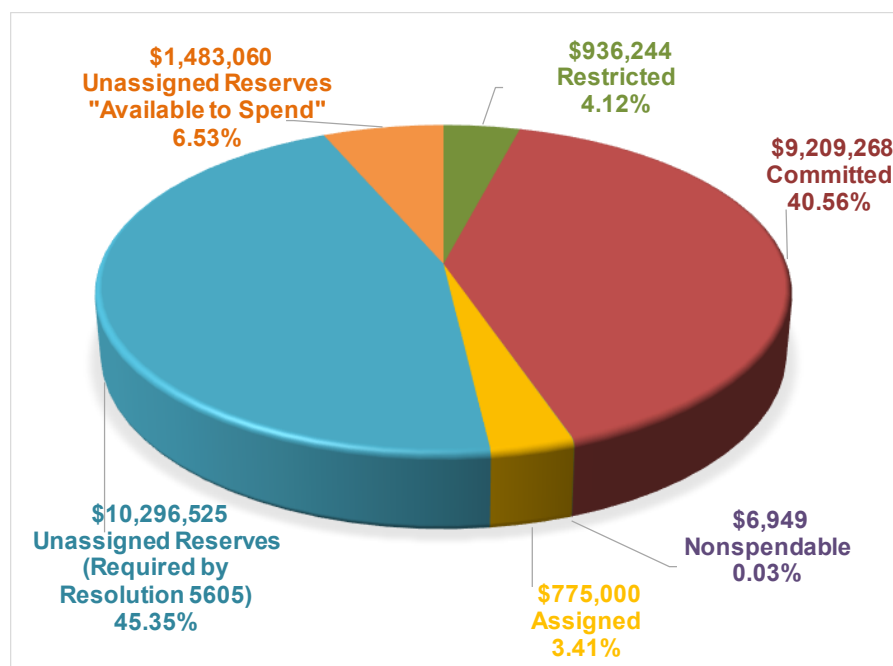
General Fund Fiscal Year 2020 and 2019 Budget vs. Actual

	FY 2020 YTD			FY 2019		
	Budget	Actual YTD	Difference	Budget	Actual	Difference
Revenue	\$62,637,195	\$32,591,000	\$ (30,046,195)	\$57,056,120	\$54,086,252	\$ (2,969,868)
Expenditures	62,637,195	34,865,918	(27,771,277)	57,056,120	54,730,785	(2,325,335)
Excess (Deficiency)	\$ -	\$ (2,274,917)	\$ (2,274,917)	\$ (0)	\$ (644,533)	\$ (644,533)

GENERAL FUND RESERVES (FUND BALANCE)

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

<p>Nonspendable</p> <ul style="list-style-type: none"> 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.
<p>Restricted</p> <ul style="list-style-type: none"> 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.
<p>Committed</p> <ul style="list-style-type: none"> 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.
<p>Assigned</p> <ul style="list-style-type: none"> 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.
<p>Unassigned (both 60 day requirement and available to spend)</p> <ul style="list-style-type: none"> 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).



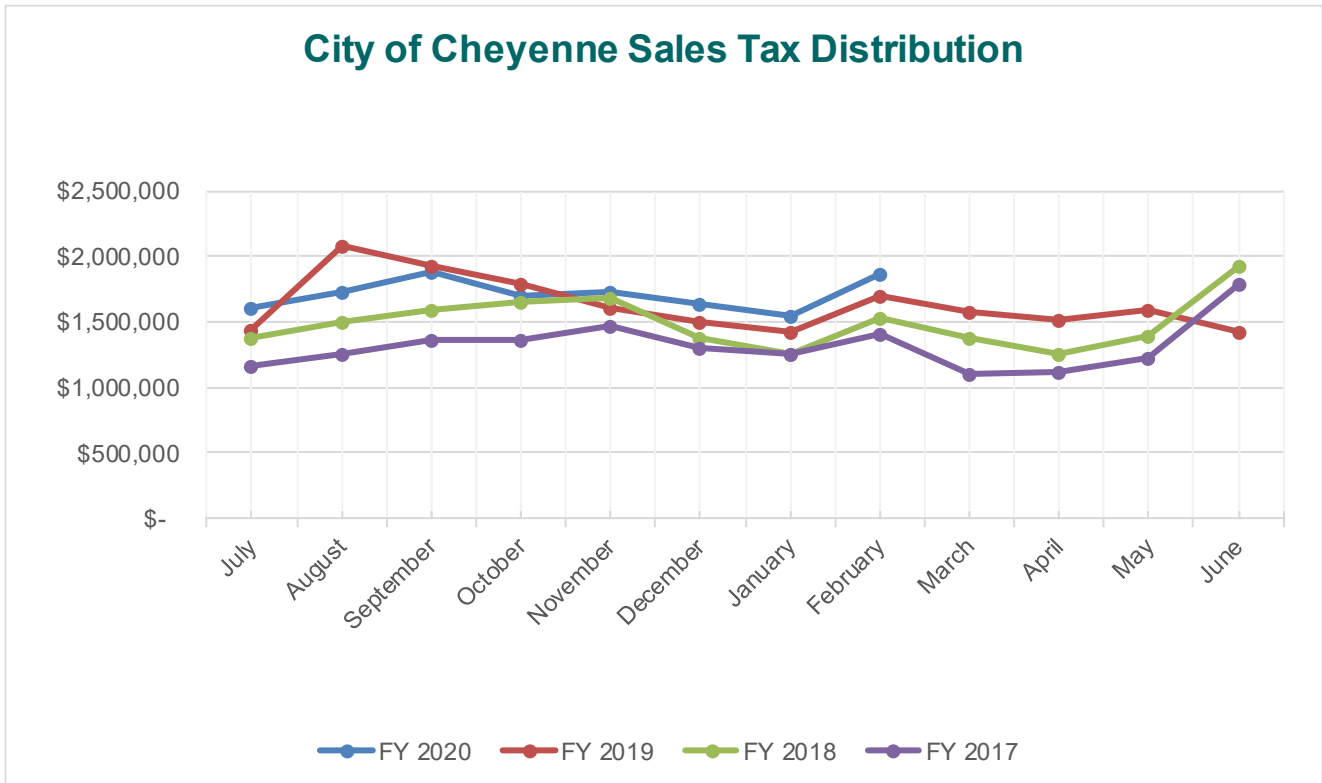
GENERAL FUND RESERVES (FUND BALANCE)

Projected as of 01/31/2020

Current FY 2020 Budget	\$ 62,637,195	
*60 day reserve (Adopted Budget divided by 365 times 60)	10,296,525	
Total Fund Balance as of June 30, 2019 (Audited)		\$ 22,707,047
Nonspendable:		
Long-Term Portion of Annexation Loan Receivable	6,949	
	6,949	
Restricted:		
Bond ordinance reserves	936,244	
	936,244	
Total Nonspendable and Restricted		943,194
Fund Balance, Unrestricted		21,763,853
USE OF RESERVES		
Fund Balance, Unrestricted		21,763,853
Committed (by Ordinance, Resolution, Grant or Contract):		
By Resolution:		
Designated for Annexation Loans (Resolution 4437) Approved 6-23-03	75,000	
Designated for Infrastructure (Resolution 5240) Approved 9-13-10	175,000	
Municipal Court 2nd Floor Shell Balance (Resolution 5951) Approved 9-24-18	449,850	
Re-appropriation for FY 2020 Budget (Resolution 6010) Approved 9-9-19	6,066,287	
Re-appropriation for FY 2020 Budget (Resolution 6035) Approved 01-27-20	345,000	
	7,111,137	
By City Council Vote:		
Municipal Court 2nd Floor Architectural & Design Fee - Approved 2-11-19	95,000	
Hitching Post Purchase - Approved 7-22-19	329,630	
Airline Minimum Revenue Guarantee Payment - Approved 11-25-19	623,501	
	1,048,131	
By Budget Ordinance:		
Obligated to Balance FY 2020 Budget - Approved 6-10-19	1,050,000	
	1,050,000	
Total Committed		9,209,268
Assigned (established by highest level of decision making or official designated)		
By Management Intent:		
Transfer to cover Civic Center negative fund balance during FY 2021 budget	775,000	
	775,000	
Total Assigned		775,000
Unassigned Fund Balance Available (Unrestricted Fund Balance Less Total Committed and Assigned)		11,779,585
*Less 60 days Unassigned Reserves from above (Required by Resolution 5605)		10,296,525
Available to Spend		\$ 1,483,060

SALES TAX COMPARISON

CITY OF CHEYENNE 4% STATE SALES TAX DISTRIBUTION				
MONTH	FY 2020	FY 2019	FY 2018	FY 2017
July	\$ 1,608,759	\$ 1,435,037	\$ 1,374,694	\$ 1,164,823
August	1,721,653	2,073,763	1,491,078	1,252,316
September	1,881,067	1,925,699	1,589,781	1,358,263
October	1,700,588	1,781,835	1,650,661	1,364,921
November	1,734,556	1,598,139	1,688,428	1,474,819
December	1,631,320	1,494,157	1,382,534	1,306,278
January	1,547,426	1,418,761	1,260,917	1,254,803
February	1,872,895	1,694,570	1,530,952	1,410,283
March		1,578,528	1,377,421	1,102,287
April		1,516,814	1,257,653	1,109,547
May		1,593,771	1,393,103	1,224,116
June		1,415,249	1,927,541	1,789,395
Total	\$ 13,698,265	\$ 19,526,321	\$ 17,924,762	\$ 15,811,852



CITY OF CHEYENNE
ENTERPRISE FUNDS

ENTERPRISE FUNDS SUMMARY

Cheyenne Civic Center

The Cheyenne Civic Center had a \$187,797 net loss the first seven months of the current fiscal year. This loss, added to the deficit net position (net worth) of \$575,145 at June 30, 2019, makes the net position now a negative \$762,942. On the General Fund Reserves Summary on page 11 you will see that \$775,000 has been assigned in the City's General Fund Reserves to cover this negative balance. This amount will be added to the Civic Center General Fund Subsidy expenditure line item in the proposed Fiscal Year 2021 budget. The City Treasurer will start developing the budget in March and submit it to the City Council by the end of April.

Additionally, the "Cost Recovery Rate Before Subsidy" has improved since December 31, 2019. It was 76.71% at the end of December and is now at 77.48% as of January 31, 2020. As outlined in the December Monthly Financial Report, ideally an enterprise fund will have a cost recovery rate of at least 100%, which means that the operating expenditures of the facility are paid for completely by operating revenues (this does not include the General Fund Subsidy).

Cheyenne Ice and Events Center

The Cheyenne Ice and Events Center currently has a net profit of \$296,835 for Fiscal Year 2020. After removing the \$292,875 land sale proceeds outlined in November 2019's Monthly Financial Report the Ice and Event Center had a net loss of only \$3,960 for the first seven months of Fiscal Year 2020. The Ice and Event Center's cost recovery rate at December 31, 2019, was 84.49% after the General Fund subsidy is removed and at January 31, 2020, has improved to 87.24%.

Solid Waste Fund

The Solid Waste Fund's net position improved by \$567,768 from December 31, 2019, to January 31, 2020. The net profit of \$2,707,035 for the first seven months of Fiscal Year 2020 brings the net position to \$38,254,882. This net position does include \$32,886,847 in capital assets (land, buildings, equipment) which leaves \$5,368,035 in unrestricted fund balance.

CHEYENNE CIVIC CENTER

Statement of Revenues and Expenditures

FY 2020 YTD through January 31, 2020

	FY 2020 Budget	FY 2020 Actual (YTD)	% Budget Used (58.33% to date)	FY 2019 Actual	FY 2018 Actual
Operating Revenue	\$ 2,228,249	\$ 887,170	39.81%	\$ 1,871,657	\$ 1,003,559
Operating Expenditures	(2,348,249)	(1,144,967)	48.76%	(2,683,295)	(1,384,835)
Net operating income (loss)	(120,000)	(257,797)		(811,638)	(381,276)
Subsidy from General Fund	120,000	70,000	58.33%	120,000	160,000
Net income (loss)	\$ -	\$ (187,797)		\$ (691,638)	\$ (221,276)
Cost Recovery Rate before subsidy		77.48%		69.75%	72.47%

Civic Center Fund Net Position

Net investment in capital assets	\$ 521,114	\$ 521,114	\$ 502,593
Unrestricted (deficit)	(1,284,056)	(1,096,259)	(386,100)
Net Position	\$ (762,942)	\$ (575,145)	\$ 116,493

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)	116,493	(575,145)
2020 YTD	(187,797)	(575,145)	(762,942)

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

CHEYENNE ICE AND EVENTS CENTER

Statement of Revenues and Expenditures

FY 2020 YTD through January 31, 2020

	FY 2020 Budget	FY 2020 Actual (YTD)	% Budget Used (58.33% to date)	FY 2019 Actual	FY 2018 Actual
Operating Revenue	\$ 602,503	\$ 292,178	48.49%	\$ 505,937	\$ 400,912
Operating Expenditures	(685,503)	(334,895)	48.85%	(743,078)	(745,512)
Net operating income (loss)	(83,000)	(42,717)		(237,142)	(344,600)
Miscellaneous Income	3,000	292,875	9762.50%	(782)	149,063
Subsidy from General Fund	80,000	46,667	58.33%	80,000	80,000
Net income (loss)	\$ -	\$ 296,825		\$ (157,924)	\$ (115,538)
Cost Recovery Rate before subsidy		<u>87.24%</u>		<u>68.09%</u>	<u>53.78%</u>

Ice and Events Center Fund Net Position

Net investment in capital assets	\$ 2,424,257	\$ 2,424,257	\$ 2,529,314
Unrestricted (deficit)	(95,603)	(392,428)	(339,561)
Net Position	\$ 2,328,654	\$ 2,031,829	\$ 2,189,753

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 YTD	296,825	2,031,829	2,328,654

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

SOLID WASTE FUND

Statement of Revenues and Expenditures

FY 2020 YTD through January 31, 2020

	FY 2020 Budget	FY 2020 Actual (YTD)	% Budget Used (58.33% to date)	FY 2019 Actual	FY 2018 Actual
Operating Revenue	\$ 19,713,843	\$ 9,262,058	46.98%	\$ 16,611,324	\$ 15,838,324
Operating Expenditures	(19,013,843)	(6,146,689)	32.33%	(7,363,137)	(7,679,487)
Net operating income (loss)	<u>700,000</u>	<u>3,115,368</u>		<u>9,248,188</u>	<u>8,158,837</u>
Subsidy to General Fund	<u>(700,000)</u>	<u>(408,333)</u>	58.33%	<u>(748,000)</u>	<u>(808,000)</u>
Net income (loss)	<u>\$ -</u>	<u>\$ 2,707,035</u>		<u>\$ 8,500,188</u>	<u>\$ 7,350,837</u>

Solid Waste Fund Net Position

Net investment in capital assets	\$ 32,886,847	\$ 30,024,854	\$ 26,592,795
Unrestricted	5,368,035	5,522,993	454,865
Net Position	<u>\$ 38,254,882</u>	<u>\$ 35,547,847</u>	<u>\$ 27,047,660</u>