

# City of Cheyenne

## Monthly Financial Snapshot

### January 31, 2023



This report summarizes the City of Cheyenne's General Fund revenues and expenditures through January 31, 2023. 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 2023.

## CITY TREASURER NOTES

### GENERAL FUND REVENUES

Fiscal Year 2023 General Fund revenues are budgeted at \$61,373,148 (which includes \$2,062,188 that was approved by the Governing Body to be used from reserves). The City's actual revenues as of January 31, 2023, are \$39,225,937, or **63.91%** of total budgeted revenue. Generally, anything more than 58.33% is positive as this is the percentage of the fiscal year completed.

In comparison, General Fund revenue at the same time last year was \$39,738,510. Therefore, the City has received \$512,574 less in revenue this year compared to the same time period last year.

Below are highlights of General Fund revenues as of January 31, 2023:

#### Positive

- ↑ Gas and electric franchise fees are at 60.64% of budgeted revenue, and \$451,547 more compared to January of last year. This most likely is a result of higher natural gas prices.
- ↑ Property taxes are \$610,124 higher than the same time period last fiscal year. This is a result of Cheyenne's higher assessed valuation due to the increase in property values over the past two years.
- ↑ Lottery proceeds revenue (received quarterly) has exceeded budgeted revenue at 116.01% and is \$130,535 more in revenue compared to January last year.
- ↑ As of January 31, the City has received the full amount of special distribution funding received from the state which is paid semi-annually in August & January of each year. Budget revenues received are at 100.01%. The State Legislature approved a higher level of support for the fiscal year 2023 budget in the amount of \$447,884.
- ↑ Sales and use taxes are \$253,357 more as of January 31st compared to last fiscal year at the same time. It is also 67.42% of budgeted revenue.

#### Neutral

- ➔ Cigarette tax revenue is slightly behind projected revenues at 56.94% and is \$20,024 less than revenues received at the same time last year.
- ➔ Court fines revenue received is \$2,582 less than January last year and are slightly behind budgeted revenue at 56.60%.

## Negative

- ↓ Contractor licensing revenues are falling short of budgeted projections at 54.15% and are \$924 less in revenue compared to January of last year.
- ↓ Golf course revenue received continues to fall short at 42.16% of budgeted revenue and \$694 less than January of last year. It is anticipated that these revenues will increase as the warmer months approach.

## GENERAL FUND EXPENDITURES

The City has budgeted \$61,373,148 for expenditures in Fiscal Year 2023. Departments have spent \$32,054,681 through January 31, 2023, which is **52.23%** of the budget being used. Anything less than 58.33% is positive as this is the percentage of the fiscal year that has been completed. At the same time last year, the City spent \$29,883,790 in expenditures. Therefore, the City has spent \$2,170,891 more this fiscal year compared to the same time last year.

Overall, the City has received **\$7,171,256** more in revenues at the end of January compared to expenditures (see page 7).

## GENERAL FUND RESERVES (FUND BALANCE)

General Fund reserves are now at **230 days** of budgeted operating expenditures at the end of January (see pages 8-9 for more information). This is **16 days more** compared to the end of December. The reason for the dramatic increase is revenues received have exceeded expenditures spent by \$7,171,256. Each 7 days of operating expenditures equates to approximately \$1 million in reserves.

The City now has \$28,732,516 in spendable reserves, plus \$10,008,605 (60 days of operating expenditures) that must be held as required by resolution, for a total of \$38,741,121 in unassigned reserves. In comparison, at the end of December the City had \$25,688,223 in spendable reserves. Therefore, the **spendable reserve level has significantly increased by \$3,044,293** over the past month.

# REVENUE ANALYSIS

## General Fund Revenue Comparison Year to Date (YTD) as of January 31, 2023:

	FY 2023 Budget	FY 2023 Actual (YTD)	% Budget Used (58.33% to date)	FY 2022 Actual	FY 2021 Actual
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### TAXES & ASSESSMENTS

Gas and Electric Franchise Fees	\$ 4,823,000	\$ 2,924,525	↑ 60.64%	\$ 4,718,561	\$ 4,257,920
Telephone Franchise Fees (Quarterly)	44,500	32,387	↑ 72.78%	40,124	44,923
Cable TV Franchise Fees (Quarterly)	770,400	391,936	↓ 50.87%	779,504	783,438
BOPU 2% Assessment Fee	531,000	401,273	↑ 75.57%	618,873	-
Property Tax (December & June)	7,141,818	4,718,352	↑ 66.07%	6,544,855	6,136,321
Vehicle Registration Fees	1,616,000	984,341	↑ 60.91%	1,661,824	1,659,759
<b>Total Taxes and Assessments</b>	<b>\$ 14,926,718</b>	<b>\$ 9,452,815</b>	<b>↑ 63.33%</b>	<b>\$ 14,363,740</b>	<b>\$ 12,882,361</b>

### LICENSES & PERMITS

Building Permits	\$ 2,500,000	\$ 1,564,368	↑ 62.57%	\$ 4,496,162	\$ 3,788,858
Liquor Licenses & Permits (January)	124,950	119,441	↑ 95.59%	152,302	126,885
Contractor Licensing	325,000	175,975	↓ 54.15%	302,884	329,050
Other Permits and Licenses	148,290	69,349	↓ 46.77%	150,065	143,405
<b>Total Licenses/Permits</b>	<b>\$ 3,098,240</b>	<b>\$ 1,929,133</b>	<b>↑ 62.27%</b>	<b>\$ 5,101,414</b>	<b>\$ 4,388,198</b>

### INTERGOVERNMENTAL

Sales & Use Tax	\$ 22,000,000	\$ 14,831,310	↑ 67.42%	\$ 24,451,724	\$ 22,267,320
Gas Tax	1,590,000	977,855	↑ 61.50%	1,605,956	1,590,713
Special Fuel Tax	646,000	426,834	↑ 66.07%	660,143	604,864
Cigarette Tax	308,000	175,369	→ 56.94%	310,605	307,522
Mineral Royalties (Quarterly)	2,715,000	1,361,182	↓ 50.14%	2,734,732	2,714,100
Severance Tax (Quarterly)	2,200,000	1,170,597	↓ 53.21%	2,344,516	2,200,709
State Distribution (August & January)	4,551,000	4,551,634	↑ 100.01%	4,103,750	3,989,844
Historic Horse Racing (Semi-Annual)	1,195,000	541,913	↓ 45.35%	1,019,595	726,007
Lottery Proceeds (Quarterly)	325,000	377,029	↑ 116.01%	285,072	384,820
Skill Based Games (Semi-Annual)	80,000	-	↓ 0.00%	158,862	46,208
Laramie County Animal Control (Annual)	134,400	-	↓ 0.00%	109,000	-
State & DDA Subsidy	-	-	-	-	4,125
<b>Total Intergovernmental</b>	<b>\$ 35,744,400</b>	<b>\$ 24,413,724</b>	<b>↑ 68.30%</b>	<b>\$ 37,783,955</b>	<b>\$ 34,836,233</b>

### CHARGES FOR SERVICES

Parking (Cox, Spiker, East Lot)	\$ 236,000	\$ 131,734	↓ 55.82%	\$ 300,320	\$ 275,322
Record Checks	2,000	1,005	↓ 50.25%	2,016	2,138
Burglar Alarms	5,000	(1,100)	↓ -22.00%	7,675	20,300
Vehicle Inspections (Quarterly)	36,000	13,360	↓ 37.11%	30,880	37,220
Nuisance Abatement	9,000	13,443	↑ 149.37%	(19,114)	124,028
Court Fees	500	163	↓ 32.60%	587	-
Golf Course Revenue	483,000	203,644	↓ 42.16%	527,735	427,916
Aquatics Revenue	212,000	126,886	↑ 59.85%	214,893	138,042
Cost Allocation	831,000	540,404	↑ 65.03%	853,459	826,606
<b>Total Charges for Services</b>	<b>\$ 1,814,500</b>	<b>\$ 1,029,539</b>	<b>→ 56.74%</b>	<b>\$ 1,918,450</b>	<b>\$ 1,851,571</b>

# REVENUE ANALYSIS

General Fund Revenue Comparison Year to Date (YTD) as of January 31, 2023:					
	FY 2022 Budget	FY 2023 Actual (YTD)	% Budget Used <span style="color: red;">(58.33% to date)</span>	FY 2021 Actual	FY 2020 Actual

FINES & FORFEITS					
Liquor Violation Fee	\$ 600	\$ 350	↑ 58.33%	\$ 250	\$ 250
Parking Fines	180,000	101,403	→ 56.33%	154,336	256,686
Court Fines	140,000	79,242	→ 56.60%	131,186	147,593
Court Bonds	400,000	300,212	↑ 75.05%	465,452	377,029
<b>Total Fines &amp; Forfeits</b>	<b>\$ 720,600</b>	<b>\$ 481,207</b>	<b>↑ 66.78%</b>	<b>\$ 751,224</b>	<b>\$ 781,557</b>

MISCELLANEOUS					
Interest	\$ 152,800	\$ 280,989	↑ 183.89%	\$ (998,889)	\$ 86,991
Cemetery	101,500	93,764	↑ 92.38%	147,518	111,473
Parks Rentals	29,100	15,031	↓ 51.65%	40,798	44,054
Kiwanis Community House Rentals	70,000	55,209	↑ 78.87%	81,782	69,086
Forestry Fees	2,000	1,055	↓ 52.75%	445	1,625
Wind Energy Leases (Quarterly)	710,000	318,239	↓ 44.82%	719,119	-
Right-of-Way Contracts	110,000	137,988	↑ 125.44%	35,453	-
Miscellaneous Leases & Easements	30,000	30,781	↑ 102.60%	339,911	1,150,779
Police Property Auctions	-	10,796	↑ 100.00%	-	-
Miscellaneous Police Charges	250	866	↑ 346.26%	476	363
Police Overtime Reimbursements	151,000	105,460	↑ 69.84%	145,321	125,840
Planning Fees	240,000	133,642	↓ 55.68%	70,440	94,650
Administrative Fees	500	6,154	↑ 1230.71%	3,063	790
Advertising Fees	3,000	2,500	↑ 83.33%	4,700	3,000
Industrial Siting Impact Fees	-	-		-	100,567
Property Sales	10,000	264	↓ 2.64%	2,033	3,063
Proceeds from Capital Financing	-	-		-	5,455,000
Miscellaneous	21,617	5,904	↓ 27.31%	42,736	(1,799)
Police Grants	603,000	265,729	↓ 44.07%	627,508	606,400
Transfers from Other Funds	771,736	455,149	↑ 58.98%	2,076,084	3,138,084
<b>Total Miscellaneous</b>	<b>\$ 3,006,503</b>	<b>\$ 1,919,520</b>	<b>↑ 63.85%</b>	<b>\$ 3,338,497</b>	<b>\$ 10,989,966</b>

<b>Total General Fund Revenues without Reserves</b>	<b>\$ 59,310,960</b>	<b>\$ 39,225,937</b>	<b>↑ 66.14%</b>	<b>\$ 63,257,280</b>	<b>\$ 65,729,887</b>
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*Reserves Used	2,062,188	-		-	-
<b>Total Revenues</b>	<b>\$ 61,373,148</b>	<b>\$ 39,225,937</b>	<b>↑ 63.91%</b>	<b>\$ 63,257,280</b>	<b>\$ 65,729,887</b>

*Revenue from Reserves Summary	
Obligated to Balance FY 2023 Budget - Approved through Ordinance 6-13-22	\$ 747,566
Reappropriation - Approved through Resolution 9-26-22	578,097
Reappropriation - Approved through Resolution 12-27-22	249,055
Reappropriation - Approved through Resolution 1-9-23	487,469
	<b>\$ 2,062,188</b>

# EXPENDITURE ANALYSIS

## General Fund Expenditure Status by Department and Division Year to Date (YTD) as of January 31, 2023:

DEPARTMENT/DIVISION	FY 2023 Budget	FY 2023 Actual (YTD)	% Budget Used (58.33% to date)	FY 2022 Actual	FY 2021 Actual
<b>CITY COUNCIL</b>					
City Council	\$ 289,997	\$ 168,418 ➔	58.08%	\$ 260,304	\$ 253,018
	<b>\$ 289,997</b>	<b>\$ 168,418 ➔</b>	<b>58.08%</b>	<b>\$ 260,304</b>	<b>\$ 253,018</b>
<b>MAYOR</b>					
Mayor	\$ 540,309	\$ 377,553 ↓	69.88%	\$ 545,826	\$ 572,807
City Attorney	719,847	419,021 ➔	58.21%	603,351	611,944
Human Resources	694,071	351,005 ↑	50.57%	568,205	479,660
Compliance	2,017,539	995,271 ↑	49.33%	1,621,671	1,155,782
Information Technology	1,310,035	793,025 ↓	60.53%	1,111,846	1,082,339
Animal Control	436,725	233,934 ↑	53.57%	356,990	-
Municipal Court	824,756	448,639 ↑	54.40%	704,411	629,051
Youth Alternatives	503,344	273,371 ↑	54.31%	438,697	395,902
	<b>\$ 7,046,626</b>	<b>\$ 3,891,820 ↑</b>	<b>55.23%</b>	<b>\$ 5,950,996</b>	<b>\$ 4,927,485</b>
<b>CITY CLERK</b>					
City Clerk	\$ 843,177	\$ 450,876 ↑	53.47%	\$ 729,092	\$ 687,853
	<b>\$ 843,177</b>	<b>\$ 450,876 ↑</b>	<b>53.47%</b>	<b>\$ 729,092</b>	<b>\$ 687,853</b>
<b>PUBLIC WORKS</b>					
Public Works Administration	\$ 222,276	\$ 129,903 ↓	58.44%	\$ 207,646	\$ 198,034
Traffic Engineering	580,463	312,097 ↑	53.77%	523,509	502,023
Facilities Maintenance	1,044,130	491,598 ↑	47.08%	858,358	757,787
Street and Alley	2,825,667	1,442,626 ↑	51.05%	2,447,366	2,236,013
	<b>\$ 4,672,536</b>	<b>\$ 2,376,225 ↑</b>	<b>50.86%</b>	<b>\$ 4,036,878</b>	<b>\$ 3,693,857</b>
<b>POLICE</b>					
Police Administration	\$ 4,125,285	\$ 1,967,078 ↑	47.68%	\$ 4,040,975	\$ 3,208,604
Police Patrol	11,845,372	6,484,924 ↑	54.75%	10,734,994	10,209,046
Parking	271,548	125,604 ↑	46.25%	-	-
	<b>\$ 16,242,205</b>	<b>\$ 8,577,606 ↑</b>	<b>52.81%</b>	<b>\$ 14,775,969</b>	<b>\$ 13,417,651</b>
<b>FIRE</b>					
Fire Administration	\$ 872,424	\$ 233,115 ↑	26.72%	\$ 445,279	\$ 473,317
Fire Support	368,514	206,111 ↑	55.93%	-	-
Fire Training	-	(69)		202,589	348,666
Fire Prevention	830,645	473,743 ➔	57.03%	703,361	604,153
Fire Operations	10,669,566	6,305,084 ↓	59.09%	10,506,474	9,577,910
Fire Hazardous Materials	-	-		-	5,878
Emergency Medical Services	228,979	97,574 ↑	42.61%	213,295	176,817
	<b>\$ 12,970,128</b>	<b>\$ 7,315,559 ➔</b>	<b>56.40%</b>	<b>\$ 12,070,997</b>	<b>\$ 11,186,742</b>

# EXPENDITURE ANALYSIS

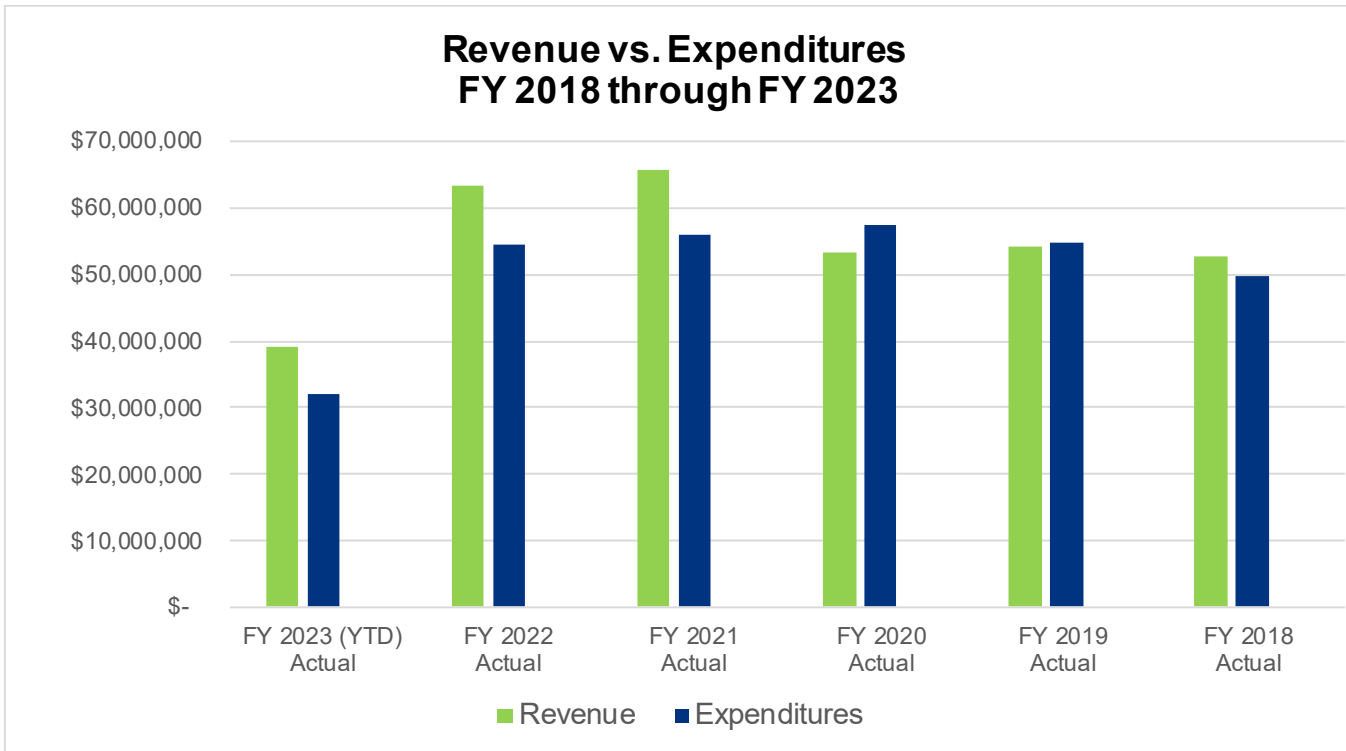
## General Fund Expenditure Status by Department and Division Year to Date (YTD) as of January 31, 2023:

DEPARTMENT/DIVISION	FY 2023 Budget	FY 2023 Actual (YTD)	% Budget Used (58.33% to date)	FY 2021 Actual	FY 2021 Actual
<b>COMMUNITY RECREATION AND EVENTS (CRE)</b>					
CRE Administration	\$ 872,385	\$ 334,446	↑ 38.34%	\$ 564,336	\$ 546,703
Forestry	831,449	417,752	↑ 50.24%	662,009	625,036
Programs and Facilities	523,818	280,893	↑ 53.62%	486,729	426,938
Aquatics	1,341,915	687,931	↑ 51.26%	1,079,263	762,475
Recreation	349,530	174,699	↑ 49.98%	300,762	294,582
Recreation Buildings	145,060	58,557	↑ 40.37%	124,731	119,549
Golf Courses	966,330	520,860	↑ 53.90%	896,547	802,430
Parks	2,280,428	1,158,136	↑ 50.79%	1,832,507	1,755,145
Cemetery	480,493	215,896	↑ 44.93%	366,390	366,016
Botanic Gardens	775,609	436,243	→ 56.25%	663,966	450,420
Clean and Safe	540,452	219,250	↑ 40.57%	497,829	320,988
	<b>\$ 9,107,470</b>	<b>\$ 4,504,664</b>	<b>↑ 49.46%</b>	<b>\$ 7,475,071</b>	<b>\$ 6,470,283</b>
<b>CITY ENGINEER</b>					
Engineering	\$ 1,453,909	\$ 681,936	↑ 46.90%	\$ 935,307	\$ 935,812
	<b>\$ 1,453,909</b>	<b>\$ 681,936</b>	<b>↑ 46.90%</b>	<b>\$ 935,307</b>	<b>\$ 935,812</b>
<b>CITY TREASURER</b>					
Finance	\$ 863,164	\$ 486,816	→ 56.40%	\$ 782,073	\$ 670,312
	<b>\$ 863,164</b>	<b>\$ 486,816</b>	<b>→ 56.40%</b>	<b>\$ 782,073</b>	<b>\$ 670,312</b>
<b>PLANNING &amp; DEVELOPMENT</b>					
Planning/Development	\$ 1,091,008	\$ 414,868	↑ 38.03%	\$ 778,144	\$ 704,799
	<b>\$ 1,091,008</b>	<b>\$ 414,868</b>	<b>↑ 38.03%</b>	<b>\$ 778,144</b>	<b>\$ 704,799</b>
<b>MISCELLANEOUS</b>					
General Accounts	\$ 4,547,849	\$ 2,252,999	↑ 49.54%	\$ 3,865,715	\$ 10,464,930
Special Projects	44,201	100	↑ 0.23%	332,298	949,034
	<b>\$ 4,592,050</b>	<b>\$ 2,253,099</b>	<b>↑ 49.07%</b>	<b>\$ 4,198,014</b>	<b>\$ 11,413,964</b>
<b>SUPPORT SERVICES</b>					
Economic Development	\$ 75,000	\$ 75,000	↓ 100.00%	\$ 50,000	\$ 39,860
City-County Support	1,137,004	301,418	↑ 26.51%	1,614,219	1,271,236
Community Services Support	988,875	556,375	→ 56.26%	967,000	318,700
	<b>\$ 2,200,879</b>	<b>\$ 932,793</b>	<b>↑ 42.38%</b>	<b>\$ 2,631,219</b>	<b>\$ 1,629,796</b>
<b>Total</b>	<b>\$61,373,148</b>	<b>\$32,054,681</b>	<b>↑ 52.23%</b>	<b>\$54,624,064</b>	<b>\$55,991,573</b>

# REVENUE VS. EXPENDITURE COMPARISON

## General Fund Fiscal Years 2018-2023

	FY 2023 (YTD) Actual	FY 2022 Actual	FY 2021 Actual	FY 2020 Actual	FY 2019 Actual	FY 2018 Actual
Revenue	\$ 39,225,937	\$ 63,257,280	\$ 65,729,801	\$ 53,211,609	\$ 54,086,252	\$ 52,787,994
Expenditures	32,054,681	54,624,064	55,991,573	57,333,305	54,730,786	49,817,845
Difference	<b>\$ 7,171,256</b>	<b>\$ 8,633,216</b>	<b>\$ 9,738,229</b>	<b>\$ (4,121,697)</b>	<b>\$ (644,534)</b>	<b>\$ 2,970,149</b>
Reserves Added (Used)	\$ 7,171,256	\$ 8,633,216	\$ 9,738,229	\$ (4,121,697)	\$ (644,534)	\$ 2,970,149
Excess (Deficiency)	<b>\$0</b>	<b>\$0</b>	<b>(\$0)</b>	<b>\$0</b>	<b>(\$0)</b>	<b>(\$0)</b>



## General Fund Fiscal Year 2023 and 2022 Budget vs. Actual

	FY 2023			FY 2022		
	Budget	Actual YTD	Difference	Budget	Actual	Difference
Revenue	\$ 61,373,148	\$ 39,225,937	\$ (22,147,211)	\$ 56,865,166	\$ 63,257,280	\$ 6,392,114
Expenditures	61,373,148	32,054,681	(29,318,467)	56,865,166	54,624,064	(2,241,102)
Excess (Deficiency)	<b>\$ (0)</b>	<b>\$ 7,171,256</b>	<b>\$ 7,171,256</b>	<b>\$ 0</b>	<b>\$ 8,633,216</b>	<b>\$ 8,633,216</b>

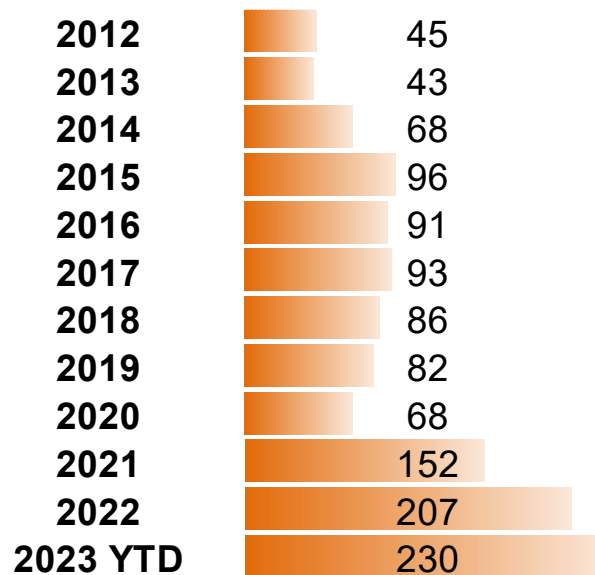
# GENERAL FUND RESERVES (FUND BALANCE)

## Calculation of Number of Days of Reserves

Current Fiscal Year 2023 General Fund Budget \$ 61,373,148  
Divided by 365 days (Daily Reserve Level) \$ 168,146

**230 days, or \$28,732,516  
in spendable reserves**

## 11 Year Comparison of Number of Days of Reserves





# GENERAL FUND RESERVES CALCULATION

**Estimated as of January 31, 2023**

<b>Current FY 2023 Budget</b>	\$ 60,885,679	
<b>*60 Day Reserve (Adopted Budget Divided by 365 then Multiplied by 60)</b>	<b>10,008,605</b>	
<hr/>		
Total Fund Balance as of January 31, 2023 (Unaudited)		<u>\$ 43,290,284</u>
<b>Nonspendable:</b>		
Long-Term Portion of Annexation Loan Receivable	4,765	
Prepaid Assets	<u>151,554</u>	
	156,319	
<b>Restricted:</b>		
Bond Ordinance Reserves	<u>438,428</u>	
	438,428	
<b>Total Nonspendable and Restricted</b>		<u>594,747</u>
<b>Fund Balance, Unrestricted</b>		<u>42,695,538</u>
<hr/>		
<b>USE OF UNRESTRICTED RESERVES</b>		
<hr/>		
<b>Fund Balance, Unrestricted</b>		<u>\$ 42,695,538</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) Balance - Approved 9-13-10	62,101	
FY 2023 Budget Reappropriation (Resolution 6269) Balance - Approved 9-26-22	282,076	
FY 2023 Budget Reappropriation (Resolution 6301) Balance - Approved 12-27-22	214,013	
FY 2023 Budget Reappropriation (Resolution 6304) Balance - Approved 1-9-23	<u>385,035</u>	
	1,018,225	
<b>By Budget Ordinance:</b>		
FY 2023 Budget Ordinance Balance - Approved 6-13-22	<u>558,763</u>	
	558,763	
<b>Total Committed</b>		<u>1,576,988</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	1,756,862	
Data Center revenue held for 3 Compliance employees for FY 2023 & 2024	295,428	
Eco-Site Lease Buyout to be used for Gymnastics/Indoor Court Facility	<u>325,139</u>	
	2,377,429	
<b>Total Assigned</b>		<u>2,377,429</u>
Unassigned Fund Balance Available (Unrestricted Fund Balance Less Total Committed and Assigned)		<u>38,741,121</u>
*Less 60 days Unassigned Reserves from Above (Required by Resolution 5605)		10,008,605
<b>Available to Spend</b>		<b>\$ 28,732,516</b>

For more information on fund balance definitions, please see page 21.

# SALES TAX COMPARISON OVERVIEW

## December 2022 versus December 2021 Analysis

The City's state sales tax collections payment for December 2022 that was received in February was \$2,277,345, or \$102,789 more, than the same time last year. On page 11, you will see a table that shows the variations by category of more than \$15,000 in sales taxes collected in Laramie County, comparing December 2021 to 2022. The most significant sales tax differences year-over-year that are greater than \$100,000 are as follows:

- ↑ **Support Activities for Mining.** Sales tax for this industry increased significantly for the second month in a row by **\$488,0344** compared to December 2021. This industry comprises establishments primarily engaged in providing support services, on a contract or fee basis, required for the mining and quarrying of minerals and for the extraction of oil and gas.
- ↑ **Direct Selling Establishments.** This industry comprises of establishments that use methods, such as home delivery, door-to-door solicitation, in-home demonstration and displaying of merchandise through temporary stalls or kiosks, to reach their customers and market their merchandise. Sales tax for this industry increased by **\$115,054** compared to December 2021.
- ↑ **Electronic Shopping and Mail-order Houses.** Sales tax for this industry increased by **\$109,502** compared to December 2021. This industry group comprises establishments primarily engaged in retailing all types of merchandise using the electronic and print media to induce direct response by the customer.
- ↓ **Electrical Equipment Manufacturing.** This industry comprises establishments primarily engaged in manufacturing power, distribution, and specialty transformers; electric motors, generators, and motor generator sets; switchgear and switchboard apparatus; relays; and industrial controls. Sales tax for this industry decreased by **\$233,955** in December 2022 compared to December 2021.
- ↓ **Architectural and Structural Metals Manufacturing.** This industry decreased by **\$126,407** in December 2022. This industry group comprises establishments primarily engaged in fabricating metal products for structural or architectural purposes.
- ↓ **Nonresidential Building Construction.** This industry decreased for the second month in a row in December 2022 by **\$112,722** compared to December 2021. This industry group comprises establishments primarily responsible for the construction (including new work, additions, alterations, maintenance, and repairs) of nonresidential buildings.

# SALES TAX DISTRIBUTION BY MINOR BUSINESS CLASS FOR LARAMIE COUNTY

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

## December Sales Tax Received in February

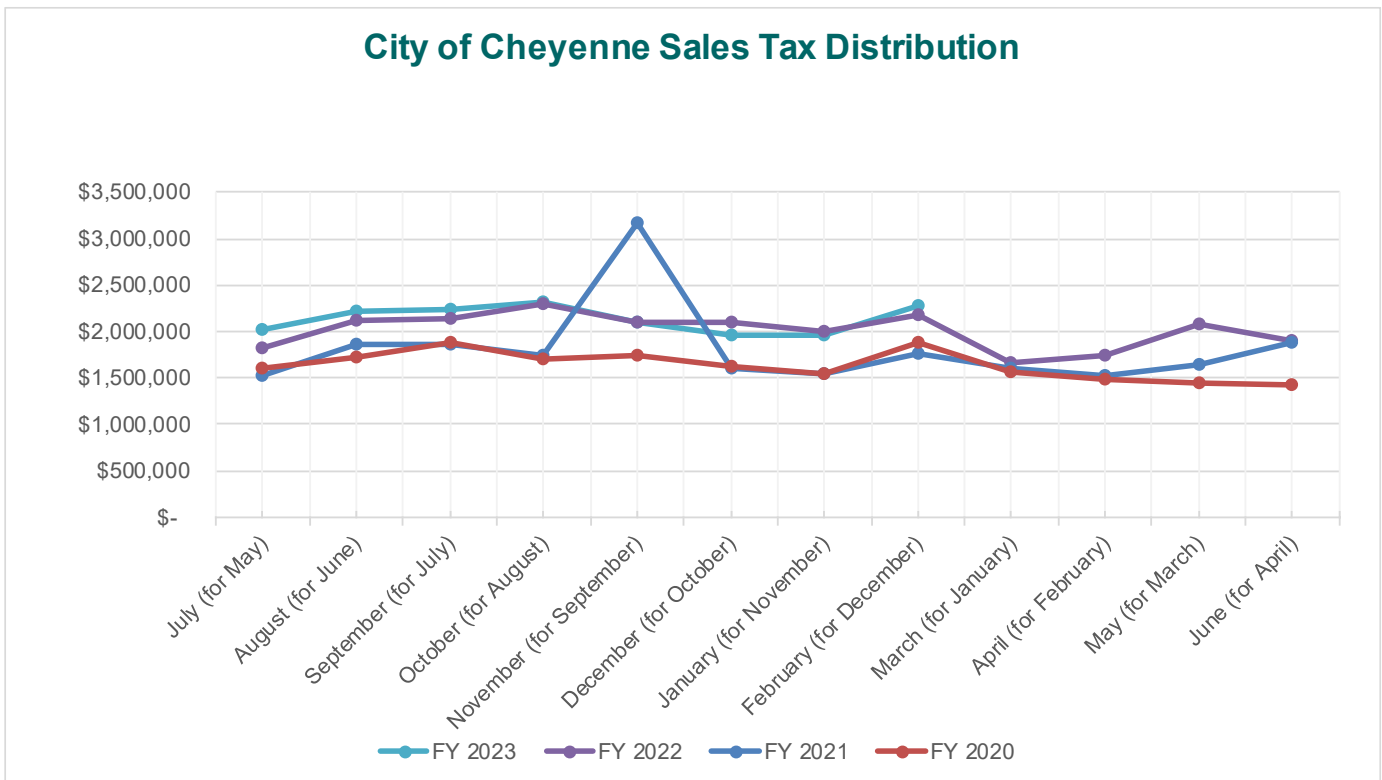
Description	December 2021	December 2022	Difference
3353-ELECTRICAL EQUIPMENT MANUFACTURING	241,273	7,318	(233,955)
3323-ARCHITECTURAL AND STRUCTURAL METALS MFG.	131,530	5,122	(126,407)
2362-NONRESIDENTIAL BUILDING CONSTRUCTION	141,462	28,740	(112,722)
4539-OTHER MISCELLANEOUS STORE RETAILERS	229,309	174,104	(55,205)
4236-ELECTRIC GOODS MERCHANT WHOLESALERS	99,134	64,641	(34,493)
5321-AUTOMOTIVE EQUIPMENT RENTAL AND LEASING	135,254	105,487	(29,767)
4421-FURNITURE STORES	100,328	70,831	(29,497)
4511-SPORTING GOODS AND MUSICAL INSTRUMENT STORES	197,838	169,425	(28,413)
4234-COMMERCIAL EQUIP. MERCHANT WHOLESALERS	104,753	79,498	(25,255)
4512-BOOK, PERIODICAL, AND MUSIC STORES	50,775	29,192	(21,584)
3241-PETROLEUM AND COAL PRODUCTS MANUFACTURING	22,801	6,609	(16,192)
7211-TRAVELER ACCOMMODATION	135,901	120,254	(15,647)
9211-EXECUTIVE, LEGISLATIVE AND GENERAL GOVERNMENT	1,083,922	1,068,284	(15,638)
4235-METAL AND MINERAL MERCHANT WHOLESALERS	20,788	5,180	(15,609)
7221-FULL-SERVICE RESTAURANTS	390,386	407,426	17,040
4442-LAWN AND GARDEN EQUIPMENT AND SUPPLIES STORES	35,230	59,726	24,497
5171-WIRED TELECOMMUNICATIONS CARRIERS	12,899	37,625	24,725
2211-POWER GENERATION AND SUPPLY	616,276	644,906	28,630
4413-AUTO PARTS, ACCESSORIES, AND TIRE STORES	210,896	240,102	29,206
4821-RAIL TRANSPORTATION	7,829	39,187	31,359
4246-CHEMICAL MERCHANT WHOLESALERS	19,026	56,729	37,703
4233-LUMBER AND CONST. SUPPLY MERCHANT WHOLESALERS	68,067	112,102	44,035
7222-LIMITED-SERVICE EATING PLACES	313,629	358,956	45,326
4238-MACHINERY AND SUPPLY MERCHANT WHOLESALERS	118,472	165,955	47,483
4431-ELECTRONICS AND APPLIANCE STORES	336,856	397,798	60,942
4529-OTHER GENERAL MERCHANDISE STORES	698,523	768,094	69,571
8113-COMMERCIAL MACHINERY REPAIR AND MAINTENANCE	42,784	112,576	69,792
5324-MACHINERY AND EQUIPMENT RENTAL AND LEASING	223,985	294,200	70,215
8111-AUTOMOTIVE REPAIR AND MAINTENANCE	209,368	283,291	73,924
4541-ELECTRONIC SHOPPING AND MAILORDER HOUSES	1,122,197	1,231,699	109,502
4543-DIRECT SELLING ESTABLISHMENTS	233,987	349,041	115,054
2131-SUPPORT ACTIVITIES FOR MINING	390,504	878,538	488,034

# SALES TAX COMPARISON

## CITY OF CHEYENNE 4% STATE SALES TAX DISTRIBUTION

MONTH RECEIVED IN	FY 2023	FY 2022	FY 2021	FY 2020
July (for May)	\$ 2,026,288	\$ 1,821,482	\$ 1,515,278	\$ 1,608,759
August (for June)	2,227,303	2,111,613	1,861,193	1,721,653
September (for July)	2,246,118	2,133,878	1,855,945	1,881,067
October (for August)	2,325,517	2,306,893	1,734,990	1,700,588
November (for September)	2,097,991	2,109,367	3,178,334	1,734,556
December (for October)	1,951,221	2,091,346	1,600,310	1,631,320
January (for November)	1,956,871	2,003,374	1,536,593	1,547,426
February (for December)	2,277,345	2,174,556	1,764,239	1,872,895
March (for January)		1,661,202	1,609,199	1,569,278
April (for February)		1,736,181	1,525,877	1,475,787
May (for March)		2,078,281	1,645,139	1,443,907
June (for April)		1,903,056	1,883,599	1,416,691
<b>Total</b>	<b>\$ 17,108,655</b>	<b>\$ 24,131,228</b>	<b>\$ 21,710,696</b>	<b>\$ 19,603,927</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

The Cheyenne Civic Center, through the end of January, has experienced a \$247,518 total operating loss. This amount does not include the \$209,827 General Fund subsidy revenue transfer or \$26,931 depreciation expense, which when considered decreased the total net loss year-to-date to \$64,622. The Civic Center also received American Rescue Plan federal revenue recovery dollars in the amount of \$189,506 this year. With the receipt of these funds, plus limited investment income, the Civic Center's net income through January 31, 2023, was \$124,964.

The cost recovery rate (meaning the percentage of operating revenue needed to cover operating expenditures) is **74.42%** at the end of January. This is a slight decrease of 1.28% from the month of December.

The total net position of the Civic Center is now a positive \$696,635 at the end of January, comprised of \$442,853 in capital assets and \$253,781 in unrestricted funds.

## Cheyenne Ice and Events Center

The Cheyenne Ice and Events Center had an operating net income of \$24,496 through the end of January. With the addition of the \$46,667 General Fund subsidy transfer, \$63,373 in depreciation expense, plus limited investment income, the total year-to-date net income is \$7,808.

The cost recovery rate at the end of January is **107.07%**. This is a slight increase of 1.9% from December 2022.

The Ice and Event Center's net position is now \$2,262,784, which is the combination of \$2,246,050 in capital assets such as the building, equipment and land, \$295,875 in restricted funds from the sale of Ice and Events Center property in 2020, and an unrestricted balance (including cash) in the amount of (\$273,142).

## Solid Waste Fund

The Solid Waste Fund has a net operating income of \$3,814,846 as of January 31, 2023. This does not include the expense of the \$448,429 transfer to the General Fund, or the \$1,092,559 depreciation expense, which when combined with investment revenue, decreased the total net income to \$2,451,877 year-to-date.

The Solid Waste Fund's net position is now \$53,977,940, of which \$40,955,890 is invested in capital assets such as equipment, buildings, and land, and the remaining \$13,022,049 is unrestricted.

# CHEYENNE CIVIC CENTER

## Statement of Revenues and Expenditures FY 2023 YTD through January 31, 2023

	FY 2023 Budget	FY 2023 Actual (YTD)	% Budget Used (58.33% to date)	FY 2022 Actual	FY 2021 Actual
<b>Operating</b>					
Revenue	\$ 2,668,874	\$ 720,255	26.99%	\$ 1,252,437	\$ 233,571
Expenditures	(2,719,874)	(967,773)	35.58%	(1,615,331)	(518,339)
Net operating income (loss)	(51,000)	(247,518)		(362,895)	(284,768)
<b>Non Operating Expenses</b>					
Depreciation	(100,000)	(26,931)		(57,380)	(64,058)
<b>Non Operating Revenue</b>					
Transfer from General Fund	120,000	209,827	174.86%	120,000	895,000
Investment Income	-	80		52	-
Grants and Donations	31,000	189,506	611.31%	1,417,578	-
	51,000	372,482		1,480,250	830,942
<b>Net income (loss)</b>	<b>\$ (0)</b>	<b>\$ 124,964</b>		<b>\$ 1,117,355</b>	<b>\$ 546,174</b>
Operating Income Cost Recovery Rate		74.42%		77.53%	45.06%

### Civic Center Fund Net Position

Net investment in capital assets	\$ 442,853	\$ 469,784	\$ 412,726
Unrestricted (deficit)	253,780	101,885	(958,411)
<b>Net Position</b>	<b>\$ 696,634</b>	<b>\$ 571,670</b>	<b>\$ (545,686)</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	1,117,355	(545,686)	571,670
2023 YTD	124,964	571,670	696,634

### 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
2023	434,611

# CHEYENNE ICE AND EVENTS CENTER

## Statement of Revenues and Expenditures

FY 2023 YTD through January 31, 2023

	FY 2023 Budget	FY 2023 Actual (YTD)	% Budget Used (58.33% to date)	FY 2022 Actual	FY 2021 Actual
<b>Operating</b>					
Revenue	\$ 759,254	\$ 370,826	48.84%	\$ 484,838	\$ 322,813
Expenditures	(711,254)	(346,330)	48.69%	(645,063)	(496,802)
Net operating income (loss)	48,000	24,496		(160,225)	(173,989)
<b>Non Operating Expenses</b>					
Depreciation	(129,000)	(63,373)		(126,746)	(128,300)
<b>Non Operating Revenue</b>					
Miscellaneous Income	1,000	18	1.82%	33	-
Grants and Donations	-	-		555,578	118,093
Transfer from General Fund	80,000	46,667	58.33%	80,000	80,000
<b>Net income (loss)</b>	<b>\$ 0</b>	<b>\$ 7,808</b>		<b>\$ 348,640</b>	<b>\$ (104,196)</b>
Operating Income Cost Recovery Rate		107.07%		75.16%	64.98%

### Ice and Events Center Fund Net Position

Net investment in capital assets	\$ 2,246,050	\$ 1,962,562	\$ 2,197,710
Restricted funds from property sale	295,875	295,875	295,875
Unrestricted (deficit)	(273,142)	2,538	(581,250)
<b>Net Position</b>	<b>\$ 2,268,783</b>	<b>\$ 2,260,975</b>	<b>\$ 1,912,335</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	1,912,335
2022	348,640	1,912,335	2,260,975
2023	7,808	2,260,975	2,268,783

### 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
2023	80,000



# SOLID WASTE FUND

## Statement of Revenues and Expenditures

FY 2023 YTD through FY 2023 YTD through January 31, 2023

	FY 2023 Budget	FY 2023 Actual (YTD)	% Budget Used (58.33% to date)	FY 2022 Actual	FY 2021 Actual
Operating Revenue	\$ 21,066,158	\$ 9,952,388	47.24%	\$ 19,109,714	\$ 17,983,912
Operating Expenditures	(18,437,922)	(6,137,542)	33.29%	(8,928,946)	(9,413,542)
Net operating income (loss)	2,628,236	3,814,846		10,180,767	8,570,369
<b>Non Operating Expenses</b>					
Depreciation	(1,889,500)	(1,092,559)	57.82%	(2,191,599)	(1,877,851)
Transfer to General Fund	(768,736)	(448,429)	58.33%	(930,810)	(2,327,371)
Miscellaneous	-	-		-	(394,094)
<b>Non Operating Revenue</b>					
Investment Income	30,000	178,020	593.40%	(1,153,139)	247,942
Miscellaneous	-	-		6,400	93,848
Donation of Fixed Assets	-	-		73,341	-
<b>Net income (loss)</b>	<b>\$ 0</b>	<b>\$ 2,451,877</b>		<b>\$ 5,984,959</b>	<b>\$ 4,312,844</b>

### Solid Waste Fund Net Position

Net investment in capital assets	\$ 40,955,890	\$ 42,048,450	\$ 36,293,846
Unrestricted	13,022,049	9,477,613	9,247,258
<b>Net Position</b>	<b>\$ 53,977,940</b>	<b>\$ 51,526,063</b>	<b>\$ 45,541,104</b>

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

# CITY FUND BALANCES AS OF JANUARY 31, 2023

## General Fund

001 - General Fund	\$	43,290,284
210 - Agency Fund		499,627
<b>Total General Fund</b>	<b>\$</b>	<b>43,789,911</b>

## Special Revenue Funds

010 - Weed and Pest Fund	\$	986,548
011 - Local and State Grants Fund		517,031
012 - Youth Alternative Grants Fund		635,192
014 - Recreation Programs Fund		1,616,595
015 - Belvoir Recreation Fund		424,269
018 - Community Development Block Grant Fund		(132,688)
019 - Real Property Revolving Fund		571,649
024 - Law Enforcement Grants Fund		(71,328)
025 - Federal Grants Fund		7,468,007
026 - Transportation Planning Fund (MPO)		(85,150)
027 - Transit Fund		(123,400)
028 - Juvenile Justice Fund		212,110
029 - Special Friends Fund		74,355
200 - Annexation Loans		201,579
205 - Housing Loans Fund		345,696
<b>Total Special Revenue Funds</b>	<b>\$</b>	<b>12,640,464</b>

## Capital Projects Funds

013 - Development Impact Fees Fund	\$	3,376,960
031 - Youth Alternative Activities		24,586
041 - Golf Improvements Fund		758,873
020 - 5th Penny Fund (1% Sales Tax 2019-2022 Ballot)		60,782,859
022 - 5th Penny Fund (1% Sales Tax 2015-2018 Ballot)		3,541,194
<b>Total 5th Penny Fund</b>	<b>\$</b>	<b>64,324,053</b>
030 - 6th Penny Fund (Special Purpose Option Tax 2012 & 2017 Ballots)		15,015,248
032 - 6th Penny Fund (Special Purpose Option Tax 2021 Ballot)		6,720,776
<b>Total 6th Penny Fund</b>	<b>\$</b>	<b>21,736,024</b>
<b>Total Capital Projects Funds</b>	<b>\$</b>	<b>90,220,496</b>

# CITY FUND BALANCES AS OF JANUARY 31, 2023

## Proprietary Funds (Enterprise and Internal Service Funds)

023 - Solid Waste Fund	\$ 53,977,940
101 - Fleet Maintenance Fund	1,136,628
110 - Civic Center Fund	696,634
114 - Ice and Events Center Fund	2,268,783
<b>Total Proprietary Funds</b>	<b>\$ 58,079,984</b>

## Fiduciary Fund

103 - Employee Self Insurance Fund	\$ 3,128,182
209 - Fiduciary Fund	32,866
<b>Total Fiduciary Fund</b>	<b>\$ 3,161,048</b>

## Permanent Fund

220 - Cemetery Perpetual Care Fund	\$ 829,940
<b>Total Permanent Fund</b>	<b>\$ 829,940</b>

<b>Total City Funds</b>	<b>\$ 208,721,843</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. **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.

3. **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.
4. **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.
5. **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.
6. **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 and 4930 address this fund.
7. **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.
8. **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.
9. **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.

# FUND DEFINITIONS

10. **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.
11. **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.
12. **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.
13. **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.
14. **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.
15. **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.
16. **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.
17. **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.

## Capital Project Funds

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

# FUND DEFINITIONS

18. **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.
19. **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.
20. **Special Purpose Option Tax (030 & 032)** - accounts for major projects financed through a voter approved capital facilities sales tax, referred to as the 6th penny.
21. **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.
22. **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.

23. **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

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

### Enterprise Funds

25. **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.

# FUND DEFINITIONS

26. **Civic Center (110)** - provides a location for concerts, performances, community events, and other shows.
27. **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 Funds**

28. **Fiduciary Fund (209)** - Currently the City holds funds for both the Historic Preservation Board and Visit Cheyenne.
29. **Self Insurance Fund (103)** - accounts for the Employee Self Insurance Fund. On May 9, 2022 the Governing Body approved the creation through resolution of a self-insured employee welfare benefit plan and the adoption of the City of Cheyenne Health Benefit Trust to start on July 1, 2022.



# FUND BALANCE DEFINITIONS

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:

## **Nonspendable**

- 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.

## **Restricted**

- 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.

## **Committed**

- 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.

## **Assigned**

- 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 such as the Mayor or City Treasurer.

## **Unassigned (both 60 day requirement and available to spend)**

- 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).