

City of Cheyenne

Monthly Financial Snapshot

March 31, 2021



This report summarizes the City of Cheyenne's General Fund revenues and expenditures through March 31, 2021. In addition, the City's Enterprise Funds including the Civic Center, Ice and Events Center and Solid Waste Fund are highlighted, as well as balances of all other City funds. All figures presented in this report are audited with the exception of Fiscal Year 2021.

CITY TREASURER NOTES

GENERAL FUND REVENUES

Fiscal Year 2021 General Fund revenues are budgeted at \$49,604,250 (which does not include the \$2,820,534 that was approved by the Governing Body to be used from reserves). The City's actual revenues as of March 31, 2021 are \$42,462,346, or **85.60%** of total budgeted revenue. This is very positive as the City is ahead of projections with 75% of the year having occurred.

Last year at the same time the City's revenue was \$39,415,984. Therefore, the City has received \$3,046,362 more compared to the same time period last year.

Below are highlights of General Fund revenues as of March 31, 2021:

Positive

- ↑ Vehicle taxes are ahead of the same period of time last year by \$55,831. This revenue is also at 79.94% of budgeted revenue.
- ↑ Building permit revenue continues to significantly outpace projections. The City has received \$530,117 more in revenue compared to the same time last year. This revenue is also 103.23% of budgeted revenue.
- ↑ Sales and use tax is at 113.42% of budgeted revenue. See pages 11-13 for more information on sales tax. The City has collected \$1,388,539 more in sales tax revenue in comparison to the same period of time last year as a result of the one-time construction costs of the Roundhouse Wind Energy Project.
- ↑ Gas tax is \$42,853 less than the same time last year and 80.46% of budgeted revenue. Special fuels (diesel) tax is \$45,881 less than the same time last year with 75.07% of budgeted revenue. Even though the amounts received for both of these taxes are less than last year, I accounted for this decline in the Fiscal Year 2021 budget projections and therefore this is a positive result.
- ↑ Historic horse racing revenue is down compared to the same time last year by \$46,151; however, it is still beating projections at 79.66% of budgeted revenue.
- ↑ Nuisance abatement revenue is up \$112,290 and is at 826% of budgeted revenue. This is a result of three large liens that were placed on properties by the City for nuisance cleanup and demolition. Please keep in mind if these liens are not successful this debt must be written off the City's books four years after it was posted.

Neutral

- Parking fines are \$14,545 lower than the same period of time last year and is at 73.42% of budgeted revenue.
- Lottery proceeds are at 73.30% of budgeted revenue and \$6,738 more than the same period of time last year.
- Cigarette tax is \$13,583 less than the same time last year and at 74.30% of budgeted revenue.
- Property tax revenue is \$213,719 higher than the same time last year and at 66.83% of budgeted revenue. The percentage can be slightly misleading as property tax revenues fluctuate greatly between months.

Negative

- ⬇ Aquatics revenue is still significantly behind projections at \$153,244 less than the same time last year and 32.06% of budgeted revenue. This is a result of a couple of factors: the pool was closed for over three months this year to replace the main pool shell and there were less customers due to COVID capacity restrictions.
- ⬇ Parking revenue is at 65.25% of budgeted revenue and \$56,673 less than last year. As reported in past months, I believe this drop in revenue is most likely attributed to the pandemic and the significant number of people that have working from home and therefore not needing to utilize the City's parking facilities.
- ⬇ Telephone franchise fees are \$4,090 less than last year at the same time and at 30.03% of budgeted revenue.
- ⬇ Court fines are at 70.00% of budgeted revenue but ahead \$9,415 compared to same time period last year.
- ⬇ Court bonds continue to be significantly less than projections and has declined annually for the past three years. The City has received \$25,632 less through March 2021 compared to the same period of time last year.

GENERAL FUND EXPENDITURES

The City budgeted \$52,424,784 for expenditures in Fiscal Year 2021. Departments have spent \$36,747,204 through March 31, 2021, which is only **70.10%** of the budget being used. This is positive with 75% of the year having occurred. Last year at the same time the City spent \$44,449,413. Therefore, the City has expended \$7,702,209 less compared to the same time period last year.

Overall the City has \$5,714,531 more in revenue at the end of March compared to expenditures (see page 8).

GENERAL FUND RESERVES (FUND BALANCE)

General Fund reserves have declined to **128 days** of operating reserves at the end of March (see pages 9-10 for more information) compared to 135 days at the end of February. The City has \$9,717,133 over the minimum limit of 60 days of reserves, or a total of \$18,334,906 in unassigned reserves.

The reason for the decrease is \$1,000,000 was assigned by Mayor Collins to start saving for the City's liability of Fire A pension plan. Fire A is a closed pension plan for paid firefighters hired before July 1, 1981. There are 273 participants throughout the state in this plan. Subsequent hires were placed in the Fire B plan with reduced benefits. By 1997, Fire A was deemed by the Wyoming Retirement System to be more than fully funded and the legislature acted to terminate all employee and employer contributions into the plan. Unfortunately, the plan was severely impacted in the 2009 recession and the fund has not recovered. The annual pension payments have steadily eaten the fund corpus which is projected to be insolvent in about five years.

The plan has \$88.22 million in assets. However, annual pension payments are \$16.39 million, which includes a three percent annual cost of living increase. In December 2020 the plan assets were moved to a more conservative fixed income strategy to protect against a severe market decline, which means lower investment income and less time until the plan is insolvent.

Employers in the plan, including the City of Cheyenne, are facing a huge liability that will include making large payments into the plan over an undetermined period of time. The City of Cheyenne has 67 pensioners still on this plan and is responsible for 29.4% of the payments. The Fire Plan A unfunded liability in 2020 is \$140 million. Of that liability, 29.4%, or \$41.16 million, is the City of Cheyenne's portion.

REVENUE ANALYSIS

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

| | FY 2021 Budget | FY 2021 Actual (YTD) | % Budget Used (75% to date) | FY 2020 Actual | FY 2019 Actual |
|---------------------------------------|----------------------|-------------------------|--------------------------------------|----------------------|----------------------|
| TAXES & ASSESSMENTS | | | | | |
| Gas and Electric Franchise Fees | \$ 4,215,000 | \$ 3,141,870 | ➔ 74.54% | \$ 3,965,034 | \$ 4,218,388 |
| Telephone Franchise Fees (Quarterly) | 109,000 | 32,731 | ↓ 30.03% | 58,638 | 110,983 |
| Cable TV Franchise Fees (Quarterly) | 873,000 | 620,850 | ↓ 71.12% | 882,730 | 878,703 |
| Property Tax (December & June) | 6,000,000 | 4,009,818 | ↓ 66.83% | 5,862,109 | 5,462,239 |
| Vehicle Tax | 1,556,000 | 1,243,819 | ↑ 79.94% | 1,543,777 | 1,538,189 |
| Total Taxes and Assessments | \$ 12,753,000 | \$ 9,049,089 | ↓ 70.96% | \$ 12,312,287 | \$ 12,208,502 |
| LICENSES & PERMITS | | | | | |
| Building Permits | \$ 1,900,000 | \$ 1,961,377 | ↑ 103.23% | \$ 1,945,773 | \$ 2,494,903 |
| Liquor Licenses & Permits (January) | 134,700 | 101,185 | ↑ 75.12% | 127,405 | 134,844 |
| Contractor Licensing | 290,000 | 248,520 | ↑ 85.70% | 273,497 | 330,224 |
| Other Permits and Licenses | 159,590 | 107,030 | ↓ 67.07% | 152,259 | 165,060 |
| Total Licenses/Permits | \$ 2,484,290 | \$ 2,418,112 | ↑ 97.34% | \$ 2,498,934 | \$ 3,125,031 |
| INTERGOVERNMENTAL | | | | | |
| Sales and Use Tax | \$ 14,684,730 | \$ 16,656,082 | ↑ 113.42% | \$ 19,649,985 | \$ 19,526,321 |
| Gas Tax | 1,484,000 | 1,194,039 | ↑ 80.46% | 1,682,841 | 1,620,044 |
| Special Fuel Tax | 599,000 | 449,695 | ↑ 75.07% | 695,456 | 616,556 |
| Cigarette Tax | 305,000 | 226,628 | ➔ 74.30% | 312,091 | 312,413 |
| Mineral Royalties (Quarterly) | 2,642,000 | 1,364,550 | ↓ 51.65% | 2,719,511 | 2,720,745 |
| Severance Tax (Quarterly) | 2,152,999 | 1,100,355 | ↓ 51.11% | 2,213,517 | 2,213,517 |
| State Distribution (August & January) | 3,986,318 | 3,989,844 | ↑ 100.09% | 4,332,606 | 4,514,599 |
| Historic Horse Racing (Semi-Annual) | 517,000 | 411,851 | ↑ 79.66% | 618,369 | 674,338 |
| Lottery Proceeds (Quarterly) | 381,000 | 279,277 | ➔ 73.30% | 309,208 | 615,573 |
| State & DDA Subsidy | 19,125 | 4,125 | ↓ 21.57% | 5,550 | (4,745) |
| Total Intergovernmental | \$ 26,771,172 | \$ 25,676,445 | ↑ 95.91% | \$ 32,539,135 | \$ 32,809,361 |
| CHARGES FOR SERVICES | | | | | |
| Parking (Cox, Spiker, East Lot) | \$ 315,000 | \$ 205,537 | ↓ 65.25% | \$ 323,336 | \$ 383,442 |
| Record Checks | 4,000 | 1,768 | ↓ 44.20% | 2,155 | 8,084 |
| Burglar Alarms | 15,000 | 13,000 | ↑ 86.67% | 17,819 | 14,285 |
| Vehicle Inspections (Quarterly) | 35,000 | 26,960 | ↑ 77.03% | 31,810 | 33,870 |
| Nuisance Abatement | 15,000 | 123,903 | ↑ 826.02% | 11,338 | 8,257 |
| Golf Course Revenue | 337,000 | 198,729 | ↓ 58.97% | 331,614 | 338,792 |
| Aquatics Revenue | 198,000 | 63,483 | ↓ 32.06% | 222,833 | 330,308 |
| Cost Allocation | 724,250 | 585,811 | ↑ 80.89% | 675,351 | 693,526 |
| Total Charges for Services | \$ 1,643,250 | \$ 1,219,192 | ➔ 74.19% | \$ 1,616,255 | \$ 1,810,563 |

REVENUE ANALYSIS

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

| | FY 2021 Budget | FY 2021 Actual (YTD) | % Budget Used (75% to date) | FY 2020 Actual | FY 2019 Actual |
|--|-------------------|-------------------------|--------------------------------------|-------------------|-------------------|
|--|-------------------|-------------------------|--------------------------------------|-------------------|-------------------|

FINES & FORFEITS

| | | | | | |
|-----------------------------------|---------------------|-------------------|-----------------|-------------------|---------------------|
| Liquor Violation Fee | \$ 2,000 | \$ 250 | ↓ 12.50% | \$ 700 | \$ 6,500 |
| Parking Fines | 122,000 | 89,570 | → 73.42% | 128,058 | 128,501 |
| Court Fines | 161,000 | 112,708 | ↓ 70.00% | 124,434 | 171,519 |
| Court Bonds | 763,000 | 294,626 | ↓ 38.61% | 427,093 | 995,411 |
| Total Fines & Forfeits | \$ 1,048,000 | \$ 497,153 | ↓ 47.44% | \$ 680,285 | \$ 1,301,932 |

MISCELLANEOUS

| | | | | | |
|---------------------------------|---------------------|---------------------|-----------------|---------------------|---------------------|
| Interest | \$ 117,000 | \$ 134,033 | ↑ 114.56% | \$ 632,190 | \$ 543,371 |
| Cemetery | 120,800 | 77,328 | ↓ 64.01% | 112,710 | 122,096 |
| Parks Rentals | 29,000 | 19,820 | ↓ 68.34% | 29,495 | 34,908 |
| Kiwanis Community House Rentals | 80,000 | 35,558 | ↓ 44.45% | 44,812 | 80,669 |
| Miscellaneous Rentals & Leases | 1,333,000 | 880,947 | ↓ 66.09% | 982,755 | 451,470 |
| Miscellaneous Police Charges | 500 | 255 | ↓ 50.92% | 259 | 3,061 |
| Police Overtime Reimbursements | 140,000 | 98,973 | ↓ 70.70% | 250,792 | 108,397 |
| Planning Fees | 25,000 | 85,340 | ↑ 341.36% | 24,175 | 24,820 |
| Administrative Fees | - | 840 | ↑ 100.00% | 8,597 | 24,068 |
| Advertising Fees | 3,000 | 2,500 | ↑ 83.33% | 2,700 | 2,925 |
| Roundhouse Impact Fees | 100,564 | 100,567 | ↑ 100.00% | 114,933 | - |
| Property Sales | 10,000 | 3,062 | ↓ 30.62% | 10,740 | 97,642 |
| Miscellaneous | 17,303 | 1,871 | ↓ 10.81% | 30,228 | 39,451 |
| Police Grants | 595,000 | 404,509 | ↓ 67.98% | 531,100 | 534,964 |
| Transfers from Other Funds | 2,333,371 | 1,756,755 | ↑ 75.29% | 789,227 | 763,024 |
| Total Miscellaneous | \$ 4,904,538 | \$ 3,602,357 | → 73.45% | \$ 3,564,712 | \$ 2,830,864 |

| | | | | | |
|---|---------------------|---------------------|-----------------|---------------------|---------------------|
| Total General Fund Revenues without Reserves | \$49,604,250 | \$42,462,346 | ↑ 85.60% | \$53,211,609 | \$54,086,252 |
|---|---------------------|---------------------|-----------------|---------------------|---------------------|

| | | | | | |
|-----------------------|----------------------|----------------------|-----------------|----------------------|----------------------|
| *Reserves Used | 2,820,534 | - | | 4,121,696 | 644,534 |
| Total Revenues | \$ 52,424,784 | \$ 42,462,346 | ↑ 81.00% | \$ 57,333,305 | \$ 54,730,786 |

*Revenue from Reserves Summary

| | |
|--|---------------------|
| Obligated to Balance FY 2021 Budget - Approved through Ordinance 6-16-20 | 1,173,085 |
| Re-appropriation for FY 2021 Budget - Approved through Resolution 9-24-20 | 1,627,217 |
| Re-appropriation for FY 2021 Budget - Approved through Resolution 12-28-20 | 20,232 |
| | \$ 2,820,534 |

EXPENDITURE ANALYSIS

| General Fund | | | | | |
|---|----------------------|-------------------------|--------------------------------------|----------------------|----------------------|
| Expenditure Status by Department and Division | | | | | |
| Year to Date (YTD) as of March 31: | | | | | |
| DEPARTMENT/DIVISION | FY 2021 Budget | FY 2021 Actual (YTD) | % Budget Used (75% to date) | FY 2020 Actual | FY 2019 Actual |
| CITY COUNCIL | | | | | |
| City Council | \$ 260,352 | \$ 187,646 | ↑ 72.07% | \$ 242,028 | \$ 278,784 |
| | \$ 260,352 | \$ 187,646 | ↑ 72.07% | \$ 242,028 | \$ 278,784 |
| MAYOR | | | | | |
| Mayor | 543,665 | 400,488 | → 73.66% | 710,924 | 689,535 |
| City Attorney | 607,176 | 454,898 | → 74.92% | 556,406 | 570,790 |
| Human Resources | 511,562 | 347,125 | ↑ 67.86% | 718,932 | 584,115 |
| Compliance | 1,195,021 | 838,686 | ↑ 70.18% | 1,440,674 | 1,308,311 |
| Municipal Court | 636,245 | 453,214 | ↑ 71.23% | 667,208 | 693,309 |
| Youth Alternatives | 397,715 | 297,691 | → 74.85% | 376,958 | 359,905 |
| | \$ 3,891,385 | \$ 2,792,102 | ↑ 71.75% | \$ 4,471,102 | \$ 4,205,965 |
| CITY CLERK | | | | | |
| City Clerk | 760,585 | 498,718 | ↑ 65.57% | 718,059 | 722,025 |
| Information Technology | 1,186,699 | 906,891 | ↓ 76.42% | 1,174,812 | 1,255,095 |
| | \$ 1,947,284 | \$ 1,405,608 | ↑ 72.18% | \$ 1,892,870 | \$ 1,977,120 |
| PUBLIC WORKS | | | | | |
| Public Works Administration | 202,018 | 147,615 | → 73.07% | 292,627 | 316,039 |
| Traffic Engineering | 504,877 | 365,247 | ↑ 72.34% | 493,582 | 508,763 |
| Facilities Maintenance | 817,870 | 491,579 | ↑ 60.10% | 934,118 | 996,422 |
| Street and Alley | 2,294,720 | 1,622,305 | ↑ 70.70% | 2,172,828 | 2,137,111 |
| | \$ 3,819,484 | \$ 2,626,745 | ↑ 68.77% | \$ 3,893,155 | \$ 3,958,335 |
| POLICE | | | | | |
| Police Administration | 3,475,907 | 2,026,394 | ↑ 58.30% | 3,375,270 | 3,864,585 |
| Police Patrol | 10,704,212 | 7,647,798 | ↑ 71.45% | 10,544,863 | 10,746,063 |
| | \$ 14,180,119 | \$ 9,674,193 | ↑ 68.22% | \$ 13,920,133 | \$ 14,610,648 |
| FIRE | | | | | |
| Fire Administration | 499,355 | 355,399 | ↑ 71.17% | 526,885 | 637,791 |
| Fire Training | 315,621 | 215,650 | ↑ 68.33% | 348,874 | 319,235 |
| Fire Prevention | 632,552 | 433,345 | ↑ 68.51% | 630,000 | 543,119 |
| Fire Public Education | - | - | | 93,793 | 89,751 |
| Fire Suppression | 9,456,330 | 7,113,408 | ↓ 75.22% | 9,677,448 | 9,944,930 |
| Fire Hazardous Materials | 5,878 | 5,878 | | (5,998) | 87,081 |
| Rope Rescue | - | - | | 158 | (69,149) |
| Emergency Medical Services | 199,482 | 120,141 | ↑ 60.23% | 161,578 | 192,893 |
| Fire Honor Guard | - | - | | - | 3,011 |
| | \$ 11,109,218 | \$ 8,243,822 | → 74.21% | \$ 11,432,739 | \$ 11,748,662 |

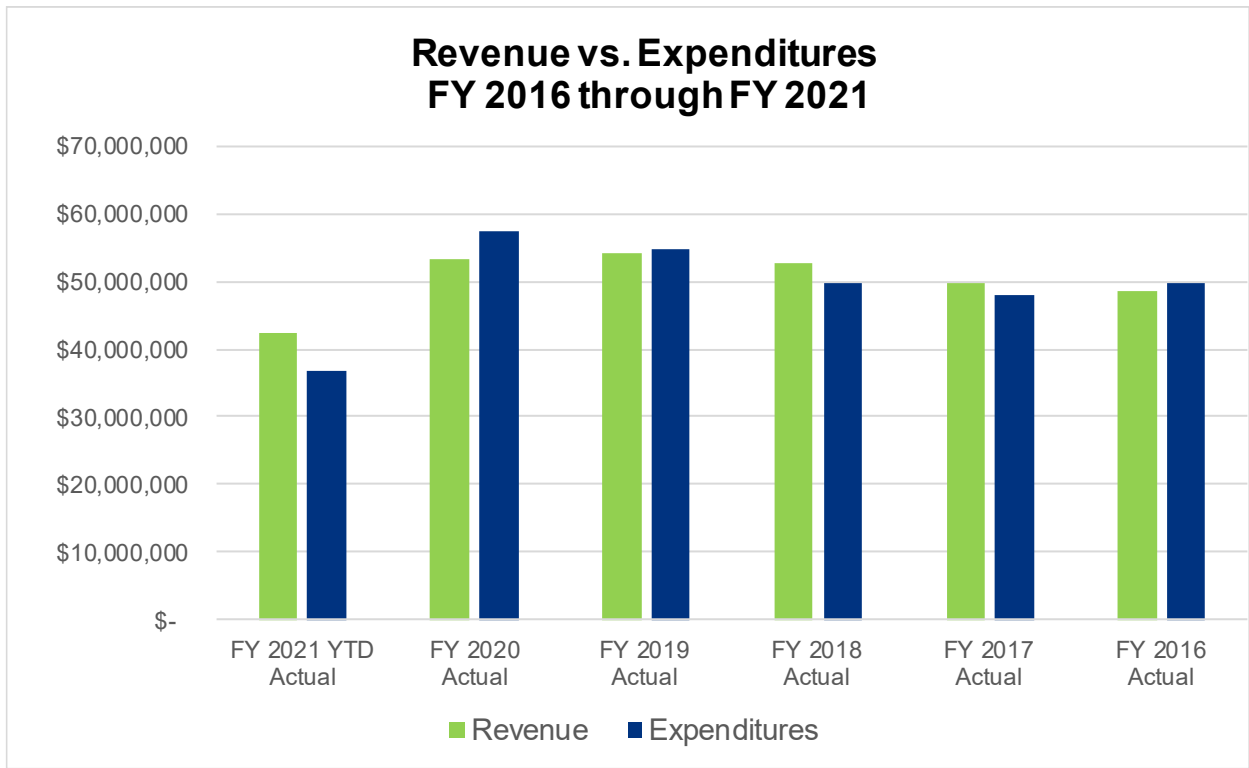
EXPENDITURE ANALYSIS

| General Fund Expenditure Status by Department and Division Year to Date (YTD) as of March 31: | | | | | |
|---|---------------------|-------------------------|--------------------------------------|---------------------|---------------------|
| DEPARTMENT/DIVISION | FY 2021 Budget | FY 2021 Actual (YTD) | % Budget Used (75% to date) | FY 2020 Actual | FY 2019 Actual |
| COMMUNITY RECREATION AND EVENTS (CRE) | | | | | |
| CRE Administration | \$ 551,130 | \$ 394,228 | ↑ 71.53% | \$ 689,628 | \$ 687,013 |
| Forestry | 616,056 | 466,781 | ↓ 75.77% | 669,529 | 672,567 |
| Programs and Facilities | 434,168 | 312,205 | ↑ 71.91% | 481,864 | 441,434 |
| Aquatics | 918,996 | 467,315 | ↑ 50.85% | 926,198 | 1,087,178 |
| Recreation | 299,110 | 213,124 | ↑ 71.25% | 295,751 | 286,846 |
| Recreation Buildings | 122,060 | 78,764 | ↑ 64.53% | 93,034 | 114,647 |
| Golf Courses | 841,020 | 521,158 | ↑ 61.97% | 859,700 | 851,358 |
| Parks | 1,693,149 | 1,244,566 | → 73.51% | 1,776,946 | 1,697,341 |
| Cemetery | 409,364 | 267,732 | ↑ 65.40% | 371,556 | 442,883 |
| Botanic Gardens | 472,888 | 323,737 | ↑ 68.46% | 654,427 | 639,206 |
| Clean and Safe | 368,010 | 215,946 | ↑ 58.68% | 407,131 | 528,940 |
| | \$ 6,725,952 | \$ 4,505,555 | ↑ 66.99% | \$ 7,225,764 | \$ 7,449,412 |
| CITY ENGINEER | | | | | |
| Engineering | 1,125,558 | 665,078 | ↑ 59.09% | 1,043,146 | 1,097,055 |
| | \$ 1,125,558 | \$ 665,078 | ↑ 59.09% | \$ 1,043,146 | \$ 1,097,055 |
| CITY TREASURER | | | | | |
| Finance | 679,499 | 497,335 | → 73.19% | 829,157 | 835,490 |
| | \$ 679,499 | \$ 497,335 | → 73.19% | \$ 829,157 | \$ 835,490 |
| PLANNING & DEVELOPMENT | | | | | |
| Planning/Development | 785,657 | 507,106 | ↑ 64.55% | 810,744 | 775,544 |
| | \$ 785,657 | \$ 507,106 | ↑ 64.55% | \$ 810,744 | \$ 775,544 |
| MISCELLANEOUS | | | | | |
| General Accounts | 4,755,986 | 3,531,236 | → 74.25% | 4,767,640 | 4,819,950 |
| Special Projects | 1,327,274 | 840,804 | ↑ 63.35% | 4,180,955 | 170,523 |
| | \$ 6,083,260 | \$ 4,372,040 | ↑ 71.87% | \$ 8,948,595 | \$ 4,990,473 |
| SUPPORT SERVICES | | | | | |
| Economic Development | 39,860 | 39,860 | ↓ 100.00% | 49,825 | 49,825 |
| City-County Support | 1,458,456 | 956,580 | ↑ 65.59% | 1,735,094 | 1,854,517 |
| Community Services Support | 318,700 | 273,533 | ↓ 85.83% | 838,955 | 898,955 |
| | \$ 1,817,016 | \$ 1,269,973 | ↑ 69.89% | \$ 2,623,874 | \$ 2,803,297 |
| Total | \$52,424,784 | \$36,747,204 | ↑ 70.10% | \$57,333,305 | \$54,730,786 |

REVENUE VS. EXPENDITURE COMPARISON

General Fund Fiscal Years 2016-2021

| | FY 2021 YTD Actual | FY 2020 Actual | FY 2019 Actual | FY 2018 Actual | FY 2017 Actual | FY 2016 Actual |
|-----------------------|-----------------------|-----------------------|---------------------|---------------------|---------------------|-----------------------|
| Revenue | \$42,462,346 | \$53,211,609 | \$ 54,086,252 | \$52,787,994 | \$49,774,857 | \$48,609,410 |
| Expenditures | 36,747,204 | 57,333,305 | 54,730,786 | 49,817,845 | 47,982,416 | 49,694,164 |
| Difference | \$ 5,715,143 | \$ (4,121,697) | \$ (644,534) | \$ 2,970,149 | \$ 1,792,440 | \$ (1,084,754) |
| Reserves Added (Used) | 5,715,143 | (4,121,697) | (644,534) | 2,970,149 | 1,792,440 | (1,084,754) |
| Excess (Deficiency) | \$0 | (\$0) | \$0 | (\$0) | (\$0) | (\$0) |



General Fund Fiscal Year 2021 and 2020 Budget vs. Actual

| | FY 2021 YTD | | | FY 2020 | | |
|---------------------|--------------|---------------------|---------------------|--------------|-----------------------|-----------------------|
| | Budget | Actual YTD | Difference | Budget | Actual | Difference |
| Revenue | \$52,424,784 | \$42,462,346 | \$ (9,962,438) | \$62,637,195 | \$53,211,609 | \$ (9,425,587) |
| Expenditures | 52,424,784 | 36,747,204 | (15,677,580) | 62,637,195 | 57,333,305 | (5,303,890) |
| Excess (Deficiency) | \$ 0 | \$ 5,715,143 | \$ 5,715,142 | \$ - | \$ (4,121,697) | \$ (4,121,697) |

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). |

Calculation of Number of Days of Reserves

| | |
|--|---------------|
| Current Fiscal Year 2021 General Fund Budget | \$ 52,424,784 |
| Divided by 365 days (Daily Reserve Level) | \$ 143,630 |
| Total Unassigned Fund Balance (see next page) | \$ 18,334,906 |
| Divide Daily Reserve Level by Total Unassigned Fund Balance for # of Days | 128 |

**128 days or \$9,717,133
in spendable reserves**

GENERAL FUND RESERVES (FUND BALANCE)

| Estimated as of March 31, 2021 | | |
|---|---------------|---------------------|
| Current FY 2021 Budget | \$ 52,424,784 | |
| *60 Day Reserve (Adopted Budget Divided by 365 then Multiplied by 60) | 8,617,773 | |
| Total Fund Balance as of March 31, 2021 (Unaudited) | | \$ 23,360,687 |
| Nonspendable: | | |
| Long-Term Portion of Annexation Loan Receivable | 6,069 | |
| Prepaid Assets | 49,517 | |
| | 55,586 | |
| Restricted: | | |
| Bond Ordinance Reserves | 933,391 | |
| | 933,391 | |
| Total Nonspendable and Restricted | | 988,978 |
| Fund Balance, Unrestricted | | 22,371,709 |
| USE OF UNRESTRICTED RESERVES | | |
| Fund Balance, Unrestricted | | 22,371,709 |
| 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 | |
| Balance of FY 2021 Budget Re-Appropriation Resolution - Approved 9-24-20 | 650,306 | |
| | 900,306 | |
| By City Council Vote: | | |
| Hitching Post Purchase - Approved 7-22-19 | 329,630 | |
| | 329,630 | |
| By Budget Ordinance: | | |
| Balance of FY 2021 Budget Ordinance - Approved 6-16-20 | 487,532 | |
| | 487,532 | |
| Total Committed | | 1,717,468 |
| Assigned (Established by Highest Level of Decision Making or Official Designated) | | |
| By Management Intent: | | |
| Transfer to Cover Civic Center Negative Unrestricted Deficit | 1,100,717 | |
| Transfer to Cover Ice and Event Center Negative Unrestricted Deficit | 218,619 | |
| Fire Pension A - One Year Estimated Liability | 1,000,000 | |
| | 2,319,335 | |
| Total Assigned | | 2,319,335 |
| Unassigned Fund Balance Available (Unrestricted Fund Balance Less Total Committed and Assigned) | | 18,334,906 |
| *Less 60 days Unassigned Reserves from Above (Required by Resolution 5605) | | 8,617,773 |
| Available to Spend | | \$ 9,717,133 |

SALES TAX COMPARISON OVERVIEW

February 2021 versus February 2020 Analysis

The City's February 2021 state sales tax collections check that was received on April 5, 2021 was \$1,525,877, or \$50,090 higher than February 2020. On page 11, you will see a table that shows the variations of more than \$15,000 in sales taxes collected in Laramie County, comparing February 2020 to February 2021. The most significant sales tax differences are as follows:

- ↑ **Communications Equipment Manufacturing.** The sales tax revenue for this industry increased by **\$292,061** from February 2020 to February 2021. This industry group comprises establishments primarily engaged in manufacturing equipment used to move signals electronically over wires or through the air, such as telephone apparatus, radio and television broadcast equipment, and satellite communications equipment.
- ↑ **Chemical Merchant Wholesalers.** This industry group comprises establishments primarily engaged in the merchant wholesale distribution of chemicals, plastics materials and basic forms and shapes, and allied products. Compared to February 2020, this sales tax revenue increased by **\$291,138** in Laramie County in February 2021.
- ↑ **Other Miscellaneous Store Retailers.** This industry is made up of establishments primarily engaged in retailing a general line of new and used merchandise on an auction basis (except electronic auctions). This industry's Laramie County sales tax collections have increased monthly since the pandemic began and in February 2021 increased **\$257,349** compared to February of 2020.
- ↑ **Electronic Shopping and Mail-Order Houses.** This industry increased **\$185,970** in February 2021 compared to 2020. This industry comprises establishments primarily engaged in retailing all types of merchandise using non-store means including catalogs, toll free telephone numbers, or electronic media such as interactive televisions or computers.
- ↓ **Support Activities for Mining.** Once again, this category has experienced a decrease for the eleventh month in a row. This industry decreased **\$202,050** in February 2021 compared to February 2020.
- ↓ **Petroleum Merchant Wholesalers.** This industry comprises establishments with bulk liquid storage facilities primarily engaged in the merchant wholesale distribution of crude petroleum and petroleum products, including liquefied petroleum gas. The sales tax revenue for this industry decreased **\$171,600** in February 2021.
- ↓ **Wireless Communication Carriers.** Sales tax revenues in February 2021 decreased **\$169,176** compared to 2020. This industry group comprises establishments primarily engaged in operating, maintaining or providing access to facilities for the transmission of voice, data, text, sound, and video using wireless telecommunications networks (except satellite).
- ↓ **Direct Selling Establishments.** This industry group comprises establishments primarily engaged in non-store retailing and typically go to the customer's location instead of the customer going to them. The sales tax for this industry decreased **\$153,984** in February 2021.

SALES TAX DISTRIBUTION BY MINOR BUSINESS CLASS FOR LARAMIE COUNTY

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

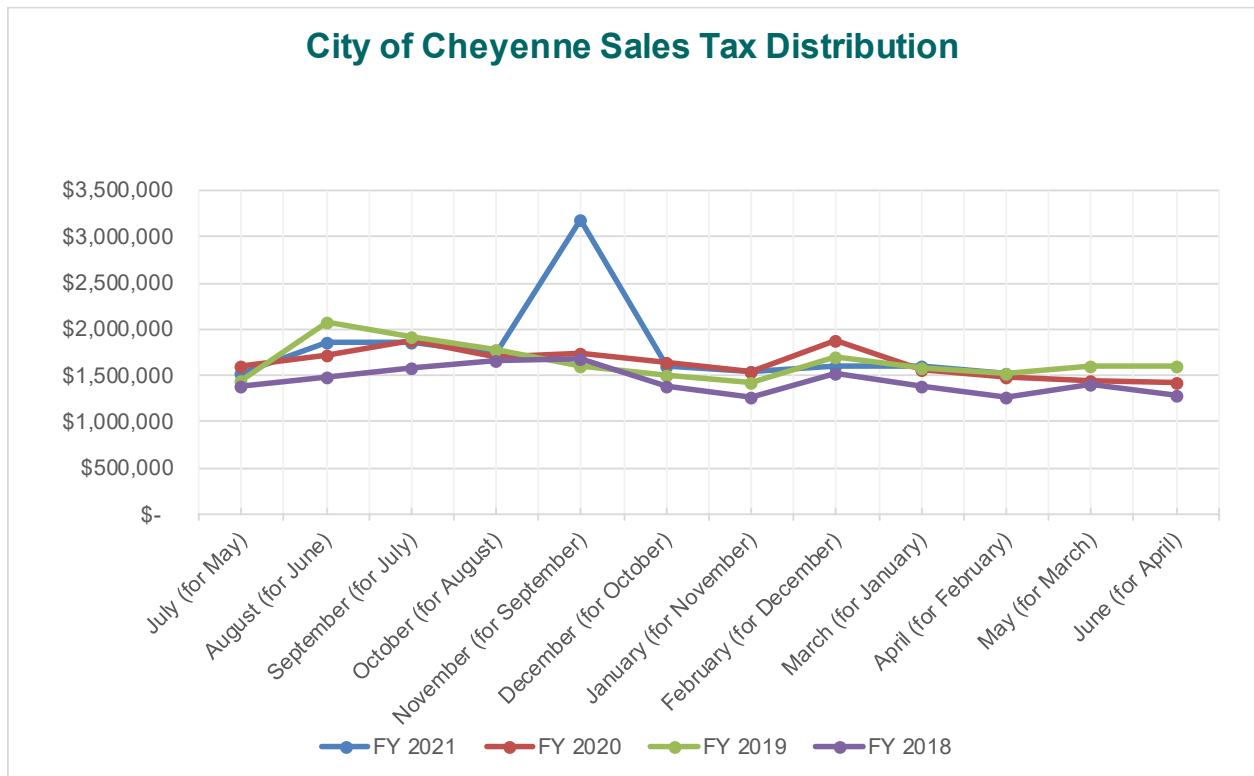
February Sales Tax Collected in April

| Description | February 2020 | February 2021 | Difference |
|--|---------------|---------------|--------------|
| 2131-SUPPORT ACTIVITIES FOR MINING | 382,424.00 | 180,374.00 | (202,050.00) |
| 4247-PETROLEUM MERCHANT WHOLESALERS | 181,148.00 | 9,548.00 | (171,600.00) |
| 5172-WIRELESS TELECOMMUNICATIONS CARRIERS | 274,582.00 | 105,406.00 | (169,176.00) |
| 4543-DIRECT SELLING ESTABLISHMENTS | 256,155.00 | 102,171.00 | (153,984.00) |
| 5413-ARCHITECTURAL AND ENGINEERING SERVICES | 103,994.00 | 308.00 | (103,686.00) |
| 4413-AUTO PARTS, ACCESSORIES, AND TIRE STORES | 331,080.00 | 248,948.00 | (82,132.00) |
| 5324-MACHINERY AND EQUIPMENT RENTAL AND LEASING | 309,783.00 | 236,079.00 | (73,704.00) |
| 3273-CEMENT AND CONCRETE PRODUCT MANUFACTURING | 87,279.00 | 15,704.00 | (71,575.00) |
| 2362-NONRESIDENTIAL BUILDING CONSTRUCTION | 105,420.00 | 48,714.00 | (56,706.00) |
| 4441-BUILDING MATERIAL AND SUPPLIES DEALERS | 1,094,666.00 | 1,048,149.00 | (46,517.00) |
| 4532-OFFICE SUPPLIES, STATIONERY, AND GIFT STORES | 96,737.00 | 55,524.00 | (41,213.00) |
| 4238-MACHINERY AND SUPPLY MERCHANT WHOLESALERS | 124,786.00 | 91,534.00 | (33,252.00) |
| 7211-TRAVELER ACCOMMODATION | 328,399.00 | 296,558.00 | (31,841.00) |
| 8111-AUTOMOTIVE REPAIR AND MAINTENANCE | 315,765.00 | 283,979.00 | (31,786.00) |
| 5321-AUTOMOTIVE EQUIPMENT RENTAL AND LEASING | 153,629.00 | 127,453.00 | (26,176.00) |
| 4529-OTHER GENERAL MERCHANDISE STORES | 677,960.00 | 652,665.00 | (25,295.00) |
| 4533-USED MERCHANDISE STORES | 42,713.00 | 24,446.00 | (18,267.00) |
| 4451-GROCERY STORES | 103,321.00 | 86,899.00 | (16,422.00) |
| 5173-TELECOMMUNICATIONS RESELLERS | 114,484.00 | 133,220.00 | 18,736.00 |
| 9211-EXECUTIVE, LEGISLATIVE AND GENERAL GOVERNMENT | 1,370,963.00 | 1,391,708.00 | 20,745.00 |
| 2111-OIL AND GAS EXTRACTION | 4,678.00 | 26,644.00 | 21,966.00 |
| 5175-CABLE AND OTHER PROGRAM DISTRIBUTION | 49.00 | 25,286.00 | 25,237.00 |
| 3341-COMPUTER AND PERIPHERAL EQUIPMENT MFG. | 35.00 | 25,824.00 | 25,789.00 |
| 4412-OTHER MOTOR VEHICLE DEALERS | 47,675.00 | 79,153.00 | 31,478.00 |
| 2382-BUILDING EQUIPMENT CONTRACTORS | 49,033.00 | 81,866.00 | 32,833.00 |
| 8113-COMMERCIAL MACHINERY REPAIR AND MAINTENANCE | 69,883.00 | 106,417.00 | 36,534.00 |
| 7132-GAMBLING INDUSTRIES | 121.00 | 36,724.00 | 36,603.00 |
| 4511-SPORTING GOODS AND MUSICAL INSTRUMENT STORES | 110,417.00 | 149,335.00 | 38,918.00 |
| 7222-LIMITED-SERVICE EATING PLACES | 367,931.00 | 444,457.00 | 76,526.00 |
| 4442-LAWN AND GARDEN EQUIPMENT AND SUPPLIES STORES | 32,904.00 | 204,933.00 | 172,029.00 |
| 4236-ELECTRIC GOODS MERCHANT WHOLESALERS | 132,238.00 | 305,765.00 | 173,527.00 |
| 4541-ELECTRONIC SHOPPING AND MAILORDER HOUSES | 601,522.00 | 787,492.00 | 185,970.00 |
| 4539-OTHER MISCELLANEOUS STORE RETAILERS | 186,200.00 | 443,549.00 | 257,349.00 |
| 4246-CHEMICAL MERCHANT WHOLESALERS | 30,574.00 | 321,712.00 | 291,138.00 |
| 3342-COMMUNICATIONS EQUIPMENT MANUFACTURING | 56.00 | 292,117.00 | 292,061.00 |

SALES TAX COMPARISON

| CITY OF CHEYENNE 4% STATE SALES TAX DISTRIBUTION | | | | |
|--|----------------------|----------------------|----------------------|----------------------|
| MONTH RECEIVED IN | FY 2021 | FY 2020 | FY 2019 | FY 2018 |
| July (for May) | \$ 1,515,278 | \$ 1,608,759 | \$ 1,435,037 | \$ 1,374,694 |
| August (for June) | 1,861,193 | 1,721,653 | 2,073,763 | 1,491,078 |
| September (for July) | 1,855,945 | 1,881,067 | 1,925,699 | 1,589,781 |
| October (for August) | 1,734,990 | 1,700,588 | 1,781,835 | 1,650,661 |
| November (for September) | 3,178,334 | 1,734,556 | 1,598,139 | 1,688,428 |
| December (for October) | 1,600,310 | 1,631,320 | 1,494,157 | 1,382,534 |
| January (for November) | 1,536,593 | 1,547,426 | 1,418,761 | 1,260,917 |
| February (for December) | 1,597,930 | 1,872,895 | 1,694,570 | 1,530,952 |
| March (for January) | 1,609,199 | 1,569,278 | 1,578,528 | 1,377,421 |
| April (for February) | 1,525,877 | 1,475,787 | 1,516,814 | 1,257,653 |
| May (for March) | | 1,443,907 | 1,593,771 | 1,393,103 |
| June (for April) | | 1,416,691 | 1,593,636 | 1,284,513 |
| Total | \$ 18,015,649 | \$ 19,603,927 | \$ 19,704,709 | \$ 17,281,734 |

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



CITY OF CHEYENNE
ENTERPRISE FUNDS

ENTERPRISE FUNDS SUMMARY

Cheyenne Civic Center

This fiscal year the Cheyenne Civic Center has experienced a \$267,381 total operating loss (when operating expenses exceed gross profits). This does not include \$90,000 in revenue for the regular General Fund subsidy, which when considered decreased the total net loss to \$177,381 for July 2020 through March 2021.

Through the end of March the City has transferred an additional \$581,250 from the General Fund to cover Civic Center losses from Fiscal Year 2019 and part of Fiscal Year 2020. With this additional transfer, the Civic Center's net income is \$403,869.

The cost recovery rate before the subsidy (meaning the percentage of operating revenue needed to cover operating expenditures) has decreased to 13.63%.

With the monthly transfer from the General Fund, the total negative net position (net worth) has decreased to a negative \$687,991 at the end of March. This will continue to decrease each month as the General Fund transfer is made.

Cheyenne Ice and Events Center

The Ice and Events Center had an operating net loss of \$97,440 from July 1, 2020 through March 31, 2021. With the addition of the General Fund Subsidy of \$6,667 per month (\$60,000 for the first nine months in fiscal year 2021) the total net loss decreased to \$37,440 as of March 31, 2021. The Ice and Event Center's net position is now \$1,979,091.

Solid Waste Fund

The Solid Waste Fund had a net profit of \$643,529 from July 1, 2020 through March 31, 2021. This includes a 9.3% transfer to the General Fund for a "franchise fee" in the amount of \$1,745,528. The Solid Waste Fund's net position is now \$41,871,788.

CHEYENNE CIVIC CENTER

Statement of Revenues and Expenditures FY 2021 YTD through March 31, 2021

| | FY 2021 Budget | FY 2021 Actual (YTD) | % Budget Used (75% to date) | FY 2020 Actual | FY 2019 Actual |
|-----------------------------------|-------------------|-------------------------|--------------------------------------|---------------------|---------------------|
| Operating Revenue | \$ 1,785,363 | \$ 42,196 | 2.36% | \$ 1,138,433 | \$ 1,871,657 |
| Operating Expenditures | (1,905,363) | (309,578) | 16.25% | (1,775,152) | (2,683,295) |
| Net operating income (loss) | (120,000) | (267,381) | | (636,719) | (811,638) |
| Subsidy from General Fund | 120,000 | 90,000 | 75.00% | 120,000 | 120,000 |
| Transfer to Cover Deficit | - | 581,250 | | - | - |
| | 120,000 | 671,250 | | 120,000 | 120,000 |
| Net income (loss) | \$ 0 | \$ 403,869 | | \$ (516,719) | \$ (691,638) |
| Cost Recovery Rate before subsidy | | 13.63% | | 64.13% | 69.75% |

Civic Center Fund Net Position

| | | | |
|----------------------------------|---------------------|-----------------------|---------------------|
| Net investment in capital assets | \$ 412,726 | \$ 412,726 | \$ 521,114 |
| Unrestricted (deficit) | (1,100,717) | (1,612,973) | (1,096,259) |
| Net Position | \$ (687,991) | \$ (1,091,859) | \$ (575,145) |

Civic Center Net Income (Loss) History

| Fiscal Year | Net Profit (Loss) | Beginning Net Position | Ending Net Position |
|-------------|----------------------|---------------------------|------------------------|
| 2009 | \$ (83,867) | \$ 776,227 | \$ 692,360 |
| 2010 | 387,617 | 692,360 | 1,079,977 |
| 2011 | 48,239 | 1,079,977 | 1,128,216 |
| 2012 | (124,457) | 1,128,216 | 1,003,759 |
| 2013 | (82,662) | 1,003,759 | 921,097 |
| 2014 | (229,082) | 921,097 | 692,014 |
| 2015 | 72,849 | 692,014 | 764,863 |
| 2016 | (291,653) | 764,863 | 473,210 |
| 2017 | (135,437) | 473,210 | 337,773 |
| 2018 | (221,280) | 337,773 | 116,493 |
| 2019 | (691,638) | 116,498 | (575,140) |
| 2020 | (516,719) | (575,140) | (1,091,859) |
| 2021 YTD | 403,869 | (1,091,859) | (687,991) |

Civic Center History of General Fund Subsidy

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

CHEYENNE ICE AND EVENTS CENTER

Statement of Revenues and Expenditures FY 2021 YTD through March 31, 2021

| | FY 2021 Budget | FY 2021 Actual (YTD) | % Budget Used (75% to date) | FY 2020 Actual | FY 2019 Actual |
|-----------------------------------|-------------------|-------------------------|--------------------------------------|--------------------|---------------------|
| Operating Revenue | \$ 689,404 | \$ 241,202 | 34.99% | \$ 384,176 | \$ 505,937 |
| Operating Expenditures | (771,404) | (338,642) | 43.90% | (674,029) | (743,078) |
| Net operating income (loss) | (82,000) | (97,440) | | (289,854) | (237,142) |
| Miscellaneous Income | 2,000 | - | 0.00% | 194,555 | (782) |
| Subsidy from General Fund | 80,000 | 60,000 | 75.00% | 80,000 | 80,000 |
| Net income (loss) | \$ 0 | \$ (37,440) | | \$ (15,298) | \$ (157,924) |
| Cost Recovery Rate before subsidy | | 71.23% | | 57.00% | 68.09% |

Ice and Events Center Fund Net Position

| | | | |
|----------------------------------|---------------------|---------------------|---------------------|
| Net investment in capital assets | \$ 2,197,710 | \$ 2,197,710 | \$ 2,424,257 |
| Unrestricted (deficit) | (218,619) | (407,726) | (392,428) |
| Net Position | \$ 1,979,091 | \$ 2,016,531 | \$ 2,031,829 |

Ice & Event Center Net Profit (Loss) History

| Fiscal Year | Net Profit (Loss) | Beginning Net Position | Ending Net Position |
|-------------|-------------------|------------------------|---------------------|
| 2009 | \$ (186,356) | \$ 2,981,629 | \$ 2,795,273 |
| 2010 | (218,726) | 2,795,273 | 2,576,547 |
| 2011 | 170,016 | 2,576,547 | 2,746,563 |
| 2012 | 272,375 | 2,746,563 | 3,018,938 |
| 2013 | 4,943 | 3,018,938 | 3,023,881 |
| 2014 | (136,690) | 3,023,881 | 2,887,191 |
| 2015 | (182,638) | 2,887,191 | 2,704,553 |
| 2016 | (209,104) | 2,704,553 | 2,495,449 |
| 2017 | (190,160) | 2,495,449 | 2,305,289 |
| 2018 | (115,536) | 2,305,289 | 2,189,753 |
| 2019 | (157,924) | 2,189,753 | 2,031,829 |
| 2020 | (15,298) | 2,031,829 | 2,016,531 |
| 2021 YTD | (37,440) | 2,016,531 | 1,979,091 |

Ice and Event Center History of General Fund Subsidy

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

SOLID WASTE FUND

Statement of Revenues and Expenditures FY 2021 YTD through March 31, 2021

| | FY 2021 Budget | FY 2021 Actual (YTD) | % Budget Used (75% to date) | FY 2020 Actual | FY 2019 Actual |
|-----------------------------|-------------------|-------------------------|--------------------------------------|---------------------|---------------------|
| Operating Revenue | \$ 29,810,800 | \$ 12,445,264 | 41.75% | \$ 17,904,806 | \$ 16,611,324 |
| Operating Expenditures | (27,483,429) | (10,056,207) | 36.59% | (11,524,394) | (7,363,137) |
| Net operating income (loss) | 2,327,371 | 2,389,057 | | 6,380,412 | 9,248,188 |
| Subsidy to General Fund | (2,327,371) | (1,745,528) | 75.00% | (700,000) | (748,000) |
| Net income (loss) | \$ - | \$ 643,529 | | \$ 5,680,412 | \$ 8,500,188 |

Solid Waste Fund Net Position

| | | | |
|----------------------------------|----------------------|----------------------|----------------------|
| Net investment in capital assets | \$ 31,628,729 | \$ 31,658,388 | \$ 30,024,854 |
| Unrestricted | 10,243,059 | 10,100,361 | 5,522,993 |
| Net Position | \$ 41,871,788 | \$ 41,228,260 | \$ 35,547,847 |

CITY OF CHEYENNE
OTHER FUNDS

CITY FUND BALANCES AS OF MARCH 31, 2021

| General Fund | |
|------------------------------------|----------------------|
| 001 - General Fund | \$ 23,360,687 |
| 103 - Employee Self Insurance Fund | 1,165,534 |
| 210 - Agency Fund | 352,772 |
| Total General Fund | \$ 24,878,993 |

| Special Revenue Funds | |
|--|---------------------|
| 010 - Weed and Pest Fund | \$ 520,480 |
| 011 - Local and State Grants Fund | 431,122 |
| 012 - Youth Alternative Grants Fund | 441,485 |
| 014 - Recreation Programs Fund | 597,315 |
| 015 - Belvoir Recreation Fund | 12,004 |
| 018 - Community Development Block Grant Fund | (14,207) |
| 019 - Real Property Revolving Fund | 568,334 |
| 024 - Law Enforcement Grants Fund | (100,353) |
| 025 - Federal Grants Fund | 351,146 |
| 026 - Transportation Planning Fund (MPO) | (73,472) |
| 027 - Transit Fund | 116,836 |
| 028 - Juvenile Justice Fund | 205,475 |
| 029 - Special Friends Fund | 83,947 |
| 200 - Annexation Loans | 266,062 |
| 205 - Housing Loans Fund | 303,210 |
| Total Special Revenue Funds | \$ 3,709,385 |

| Capital Projects Funds | |
|--|----------------------|
| 013 - Development Impact Fees Fund | \$ 942,951 |
| 030 - 6th Penny Fund (Special Purpose Option Tax) | 21,975,794 |
| 031 - Youth Alternative Activities | 30,063 |
| 041 - Golf Improvements Fund | 609,306 |
| 020 - 5th Penny Fund (1% Sales Tax 2019-2022 Ballot) | 36,899,748 |
| 021 - 5th Penny (1% Sales Tax 2011-2014 Ballot) | 22,343 |
| 022 - 5th Penny Fund (1% Sales Tax 2015-2018 Ballot) | 8,975,498 |
| Total 5th Penny Fund | \$ 45,897,588 |
| Total Capital Projects Funds | \$ 69,455,702 |

CITY FUND BALANCES AS OF MARCH 31, 2021

Proprietary Funds (Enterprise and Internal Service Funds)

| | | |
|----------------------------------|-----------|-------------------|
| 023 - Solid Waste Fund | \$ | 41,871,788 |
| 101 - Fleet Maintenance Fund | | 912,236 |
| 110 - Civic Center Fund | | (687,991) |
| 114 - Ice and Events Center Fund | | 1,979,092 |
| Total Proprietary Funds | \$ | 44,075,125 |

Fiduciary Fund

| | | |
|-----------------------------|-----------|---------------|
| 209 - Fiduciary Fund | \$ | 42,837 |
| Total Fiduciary Fund | \$ | 42,837 |

Permanent Fund

| | | |
|------------------------------------|-----------|----------------|
| 220 - Cemetery Perpetual Care Fund | \$ | 800,693 |
| Total Permanent Fund | \$ | 800,693 |

| | | |
|-------------------------|-----------|--------------------|
| Total City Funds | \$ | 142,962,734 |
|-------------------------|-----------|--------------------|

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 6023, the annual wind energy lease payments are split evenly between the Belvoir Recreation Fund, Solid Waste Fund and Board of Public Utilities.

FUND DEFINITIONS

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

FUND DEFINITIONS

Capital Project Funds

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

19. **Development Impact Fees Fund (013)** - was established per Resolution 4509 and Ordinance 3874 to account for fees collected upon approval of first time plats or replats, pursuant to the Uniform Development Code (UDC) of the City of Cheyenne, section 4.2.5. The funds may only be expended for the acquisition of park land and infrastructure, and the enhancement of new or existing parks.
20. **One Percent Sales Tax Fund (020, 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 may spend the earnings, often for a purpose specified by the provider of the resources.

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

PROPRIETARY FUNDS

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

Internal Service Fund

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

FUND DEFINITIONS

Enterprise Funds

26. **Solid Waste Fund (023)** - monies received from solid waste charges and allocated to the operation and maintenance of the City's solid waste activities mandated by federal and state regulations and to accumulate funds for the closure and post-closure costs of the landfill.
27. **Civic Center (110)** - provides a location for concerts, performances, community events, and other shows.
28. **Ice and Events Center (114)** - provides activities including ice skating, hockey, concerts, roller skating, miniature golf and other public and private events.

FIDUCIARY FUNDS

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

Fiduciary Fund

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