

# City of Cheyenne

## Monthly Financial Snapshot

### September 30, 2022



This report summarizes the City of Cheyenne's General Fund revenues and expenditures through September 30, 2022. 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 2022.

## CITY TREASURER NOTES

### GENERAL FUND REVENUES

Fiscal Year 2023 General Fund revenues are budgeted at \$60,636,624 (which includes \$1,325,664 that was approved by the Governing Body to be used from reserves). The City's actual revenues as of September 30, 2022 are \$14,352,842, or **23.67%** of total budgeted revenue. Generally, anything less than 25% is negative as this is the percentage of the fiscal year completed.

In comparison, General Fund revenue at the same time last year was \$14,788,237. Therefore, the City has received \$435,395 less in revenue this year compared to the same time period last year.

Below are highlights of General Fund revenues as of September 30, 2022:

#### Positive

- ↑ Building permit revenues are at 31.32% of budgeted revenue; however, they are still lower compared to the same time last year by \$1,506,623 due to the significant building permit revenues that were received last year for the new Microsoft data center.
- ↑ Parking permit revenues for the Cox and Spiker parking facilities as well as the East Lot continue to improve with 31.75% of budgeted revenue received; however, the amount received is almost identical to the same time as last year, with only a \$7 difference.
- ↑ Sales and use tax revenue is 29.54% of budgeted revenue, and is \$432,736 higher compared to the same time last year.
- ↑ Both gas and special fuel tax revenues are slightly higher than anticipated at 26.49% and 26.94% of budgeted revenue received, respectively. However, collections have been \$60,010 less than last year at the same time.

#### Neutral

- ➔ Gas and electric franchise fees are also falling short at 23.87% of budgeted revenue received, but are higher by \$124,891 than the same time last year.
- ➔ Kiwanis Community House rental revenues are slightly less than anticipated at 24.38% of budgeted revenue received. However, revenues are \$1,744 higher than the same time last year.

## **Negative**

- ↓ Court fines are falling short of projections at 18% of budgeted revenue received. However, revenues compared to the same time last year are \$2,021 higher.
- ↓ Parking fine revenues are \$6,269 less than received through September 30, 2021, and are at 17.86% of budgeted revenue.

## **GENERAL FUND EXPENDITURES**

The City has budgeted \$60,636,624 for expenditures in Fiscal Year 2023. Departments have spent \$13,908,336 through September 30, 2022, which is **22.94%** of the budget being used. This is positive with 25% of the year being completed. Anything less than 25% is positive as this is the percentage of the fiscal year that has occurred. Last year at the same time the City spent \$13,096,180 in expenditures. Therefore, the City has expended \$812,156 more this year compared to the same time period last year.

Overall the City has received **\$444,506** more in revenues at the end of September compared to expenditures (see page 7).

## **GENERAL FUND RESERVES (FUND BALANCE)**

General Fund reserves are now at **194 days** of operating expenditures at the end of September (see pages 8-9 for more information). This is an decrease of thirteen days of operating expenditures compared to the end of June. The reason for this significant decrease in the number of operating days of reserves is due, in part, to the Fiscal Year 2023 budget being \$3,771,457 higher than the Fiscal Year 2022 budget. The number of operating days are calculated by the dividing the current annual budget (\$60,636,624) by 365 days for a daily reserve level.

The City now has \$22,178,136 over the minimum limit per resolution of 60 days of spendable reserves, for a total of \$32,145,800 in unassigned reserves. In comparison, at the end of June the City had \$22,930,277 in spendable reserves. Therefore, the spendable reserve level has decreased by \$752,141.

# REVENUE ANALYSIS

## General Fund Revenue Comparison Year to Date (YTD) as of September 30, 2022:

	FY 2023 Budget	FY 2023 Actual (YTD)	% Budget Used (25% to date)	FY 2022 Actual	FY 2021 Actual
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### TAXES & ASSESSMENTS

Gas and Electric Franchise Fees	\$ 4,823,000	\$ 1,151,245	➔ 23.87%	\$ 4,718,561	\$ 4,257,920
Telephone Franchise Fees (Quarterly)	44,500	9,920	⬇ 22.29%	40,124	44,923
Cable TV Franchise Fees (Quarterly)	770,400	193,532	⬆ 25.12%	779,504	783,438
BOPU 2% Assessment Fee	531,000	165,714	⬆ 31.21%	618,873	-
Property Tax (December & June)	7,141,818	102,582	⬇ 1.44%	6,544,855	6,136,321
Vehicle Registration Fees	1,616,000	441,856	⬆ 27.34%	1,661,824	1,659,759
<b>Total Taxes and Assessments</b>	<b>\$ 14,926,718</b>	<b>\$ 2,064,849</b>	<b>⬇ 13.83%</b>	<b>\$ 14,363,740</b>	<b>\$ 12,882,361</b>

### LICENSES & PERMITS

Building Permits	\$ 2,500,000	\$ 783,027	⬆ 31.32%	\$ 4,496,162	\$ 3,788,858
Liquor Licenses & Permits (January)	124,950	8,616	⬇ 6.90%	152,302	126,885
Contractor Licensing	325,000	82,395	⬆ 25.35%	302,884	329,050
Other Permits and Licenses	148,290	34,194	➔ 23.06%	150,065	143,405
<b>Total Licenses/Permits</b>	<b>\$ 3,098,240</b>	<b>\$ 908,232</b>	<b>⬆ 29.31%</b>	<b>\$ 5,101,414</b>	<b>\$ 4,388,198</b>

### INTERGOVERNMENTAL

Sales & Use Tax	\$ 22,000,000	\$ 6,499,709	⬆ 29.54%	\$ 24,451,724	\$ 22,267,320
Gas Tax	1,590,000	421,172	⬆ 26.49%	1,605,956	1,590,713
Special Fuel Tax	646,000	174,036	⬆ 26.94%	660,143	604,864
Cigarette Tax	308,000	78,418	⬆ 25.46%	310,605	307,522
Mineral Royalties (Quarterly)	2,715,000	-	⬇ 0.00%	2,734,732	2,714,100
Severance Tax (Quarterly)	2,200,000	-	⬇ 0.00%	2,344,516	2,200,709
State Distribution (August & January)	4,551,000	2,275,817	⬆ 50.01%	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	62,967	⬆ 19.37%	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>\$ 10,054,032</b>	<b>⬆ 28.13%</b>	<b>\$ 37,783,955</b>	<b>\$ 34,836,233</b>

### CHARGES FOR SERVICES

Parking (Cox, Spiker, East Lot)	\$ 236,000	\$ 74,924	⬆ 31.75%	\$ 300,320	\$ 275,322
Record Checks	2,000	510	⬆ 25.50%	2,016	2,138
Burglar Alarms	5,000	(1,100)	⬇ -22.00%	7,675	20,300
Vehicle Inspections (Quarterly)	36,000	-	⬇ 0.00%	30,880	37,220
Nuisance Abatement	9,000	4,550	⬆ 50.56%	(19,114)	124,028
Court Fees	500	90	⬆ 18.00%	587	-
Golf Course Revenue	483,000	155,301	⬆ 32.15%	527,735	427,916
Aquatics Revenue	212,000	73,110	⬆ 34.49%	214,893	138,042
Cost Allocation	831,000	208,338	⬆ 25.07%	853,459	826,606
<b>Total Charges for Services</b>	<b>\$ 1,814,500</b>	<b>\$ 515,723</b>	<b>⬆ 28.42%</b>	<b>\$ 1,918,450</b>	<b>\$ 1,851,571</b>

# REVENUE ANALYSIS

## General Fund Revenue Comparison Year to Date (YTD) as of September 30, 2022:

	FY 2022 Budget	FY 2023 Actual (YTD)	% Budget Used (25% to date)	FY 2021 Actual	FY 2020 Actual
<b>FINES &amp; FORFEITS</b>					
Liquor Violation Fee	\$ 600	\$ -	↓ 0.00%	\$ 250	\$ 250
Parking Fines	180,000	32,152	↓ 17.86%	154,336	256,686
Court Fines	140,000	38,083	↑ 27.20%	131,186	147,593
Court Bonds	400,000	143,412	↑ 35.85%	465,452	377,029
<b>Total Fines &amp; Forfeits</b>	<b>\$ 720,600</b>	<b>\$ 213,647</b>	<b>↑ 29.65%</b>	<b>\$ 751,224</b>	<b>\$ 781,557</b>
<b>MISCELLANEOUS</b>					
Interest	\$ 152,800	\$ 40,406	↑ 26.44%	\$ (998,889)	\$ 86,991
Cemetery	101,500	49,471	↑ 48.74%	147,518	111,473
Parks Rentals	29,100	11,396	↑ 39.16%	40,798	44,054
Kiwanis Community House Rentals	70,000	17,068	⇒ 24.38%	81,782	69,086
Forestry Fees	2,000	1,055	↑ 52.75%	445	1,625
Wind Energy Leases	710,000	146,225	↓ 20.60%	719,119	-
Right-of-Way Contracts	110,000	22,086	↓ 20.08%	35,453	-
Miscellaneous Leases & Easements	30,000	23,776	↑ 79.25%	339,911	1,150,779
Police Property Auctions	-	2,113		-	-
Miscellaneous Police Charges	250	307	↑ 122.84%	476	363
Police Overtime Reimbursements	151,000	15,430	↓ 10.22%	145,321	125,840
Planning Fees	240,000	63,152	↑ 26.31%	70,440	94,650
Administrative Fees	500	6,034	↑ 1206.71%	3,063	790
Advertising Fees	3,000	-		4,700	3,000
Roundhouse Impact Fees	-	-		-	100,567
Property Sales	10,000	1	↓ 0.01%	2,033	3,063
Proceeds from Capital Financing	-	-		-	5,455,000
Miscellaneous	21,617	271	↓ 1.26%	42,736	(1,799)
Police Grants	603,000	3,786	↓ 0.63%	627,508	606,400
Transfers from Other Funds	771,736	193,782	↑ 25.11%	2,076,084	3,138,084
<b>Total Miscellaneous</b>	<b>\$ 3,006,503</b>	<b>\$ 596,358</b>	<b>↓ 19.84%</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>\$ 14,352,842</b>	<b>⇒ 24.20%</b>	<b>\$ 63,257,280</b>	<b>\$ 65,729,887</b>
*Reserves Used	1,325,664	-		-	-
<b>Total Revenues</b>	<b>\$ 60,636,624</b>	<b>\$ 14,352,842</b>	<b>⇒ 23.67%</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
	<b>\$ 1,325,664</b>

# EXPENDITURE ANALYSIS

## General Fund Expenditure Status by Department and Division Year to Date (YTD) as of September 30, 2022:

DEPARTMENT/DIVISION	FY 2023 Budget	FY 2023 Actual (YTD)	% Budget Used (25% to date)	FY 2022 Actual	FY 2021 Actual
<b>CITY COUNCIL</b>					
City Council	\$ 288,622	\$ 70,459 ➡	24.41%	\$ 260,304	\$ 253,018
	<b>\$ 288,622</b>	<b>\$ 70,459 ➡</b>	<b>24.41%</b>	<b>\$ 260,304</b>	<b>\$ 253,018</b>
<b>MAYOR</b>					
Mayor	\$ 535,960	\$ 152,396 ↓	28.43%	\$ 545,826	\$ 572,807
City Attorney	712,936	190,426 ↓	26.71%	603,351	611,944
Human Resources	687,200	142,722 ↑	20.77%	568,205	479,660
Compliance	1,988,184	407,224 ↑	20.48%	1,621,671	1,155,782
Information Technology	1,298,190	476,440 ↓	36.70%	1,111,846	1,082,339
Animal Control	429,763	100,946 ↑	23.49%	356,990	-
Municipal Court	815,862	192,981 ↑	23.65%	704,411	629,051
Youth Alternatives	496,546	105,967 ↑	21.34%	438,697	395,902
	<b>\$ 6,964,641</b>	<b>\$ 1,769,102 ↓</b>	<b>25.40%</b>	<b>\$ 5,950,996</b>	<b>\$ 4,927,485</b>
<b>CITY CLERK</b>					
City Clerk	\$ 833,530	\$ 201,995 ➡	24.23%	\$ 729,092	\$ 687,853
	<b>\$ 833,530</b>	<b>\$ 201,995 ➡</b>	<b>24.23%</b>	<b>\$ 729,092</b>	<b>\$ 687,853</b>
<b>PUBLIC WORKS</b>					
Public Works Administration	\$ 219,498	\$ 55,583 ↓	25.32%	\$ 207,646	\$ 198,034
Traffic Engineering	574,133	130,285 ↑	22.69%	523,509	502,023
Facilities Maintenance	1,036,615	145,617 ↑	14.05%	858,358	757,787
Street and Alley	2,787,827	579,439 ↑	20.78%	2,447,366	2,236,013
	<b>\$ 4,618,073</b>	<b>\$ 910,923 ↑</b>	<b>19.73%</b>	<b>\$ 4,036,878</b>	<b>\$ 3,693,857</b>
<b>POLICE</b>					
Police Administration	\$ 4,073,942	\$ 801,710 ↑	19.68%	\$ 4,040,975	\$ 3,208,604
Police Patrol	11,684,091	2,802,182 ↑	23.98%	10,734,994	10,209,046
Parking	291,227	54,387 ↑	18.68%	-	-
	<b>\$ 16,049,260</b>	<b>\$ 3,658,279 ↑</b>	<b>22.79%</b>	<b>\$ 14,775,969</b>	<b>\$ 13,417,651</b>
<b>FIRE</b>					
Fire Administration	\$ 871,353	\$ 113,585 ↑	13.04%	\$ 445,279	\$ 473,317
Fire Support	380,725	68,221 ↑	17.92%	-	-
Fire Training	-	11,195	-	202,589	348,666
Fire Prevention	828,414	189,004 ↑	22.82%	703,361	604,153
Fire Operations	10,431,768	2,703,891 ↓	25.92%	10,506,474	9,577,910
Fire Hazardous Materials	-	-	-	-	5,878
Emergency Medical Services	235,812	40,312 ↑	17.09%	213,295	176,817
	<b>\$ 12,748,072</b>	<b>\$ 3,126,209 ➡</b>	<b>24.52%</b>	<b>\$ 12,070,997</b>	<b>\$ 11,186,742</b>

# EXPENDITURE ANALYSIS

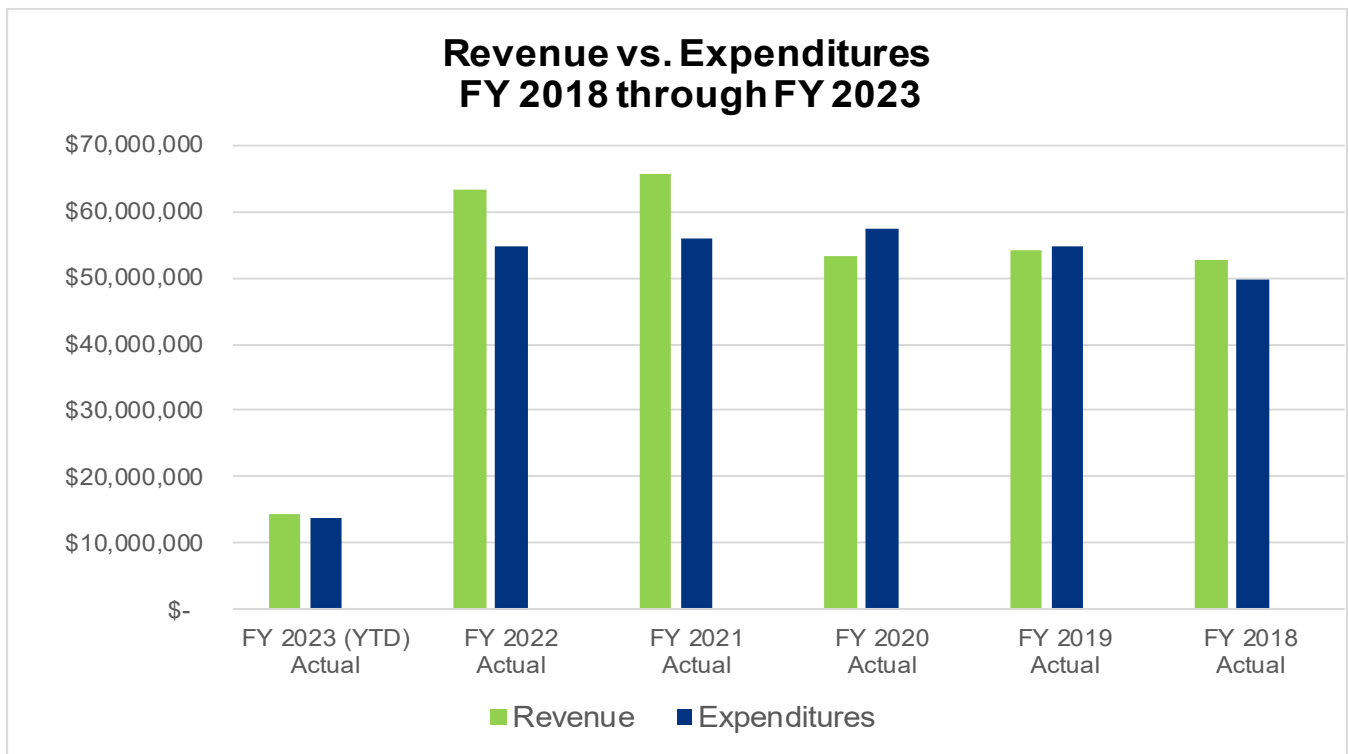
## General Fund Expenditure Status by Department and Division Year to Date (YTD) as of September 30, 2022:

DEPARTMENT/DIVISION	FY 2023 Budget	FY 2023 Actual (YTD)	% Budget Used (25% to date)	FY 2021 Actual	FY 2021 Actual
<b>COMMUNITY RECREATION AND EVENTS (CRE)</b>					
CRE Administration	\$ 859,812	\$ 164,846	↑ 19.17%	\$ 564,336	\$ 546,703
Forestry	820,146	175,791	↑ 21.43%	662,009	625,036
Programs and Facilities	512,740	120,454	↑ 23.49%	486,729	426,938
Aquatics	1,339,487	287,946	↑ 21.50%	1,079,263	762,475
Recreation	345,197	74,258	↑ 21.51%	300,762	294,582
Recreation Buildings	145,060	14,486	↑ 9.99%	124,731	119,549
Golf Courses	956,681	250,515	↓ 26.19%	896,547	802,430
Parks	2,255,404	509,246	↑ 22.58%	1,832,507	1,755,145
Cemetery	473,184	104,392	↑ 22.06%	366,390	366,016
Botanic Gardens	764,676	201,948	↓ 26.41%	663,966	450,420
Clean and Safe	534,694	94,202	↑ 17.62%	497,829	320,988
	<b>\$ 9,007,081</b>	<b>\$ 1,998,083</b>	<b>↑ 22.18%</b>	<b>\$ 7,475,071</b>	<b>\$ 6,470,283</b>
<b>CITY ENGINEER</b>					
Engineering	\$ 1,438,381	\$ 284,663	↑ 19.79%	\$ 935,307	\$ 935,812
	<b>\$ 1,438,381</b>	<b>\$ 284,663</b>	<b>↑ 19.79%</b>	<b>\$ 935,307</b>	<b>\$ 935,812</b>
<b>CITY TREASURER</b>					
Finance	\$ 850,709	\$ 206,946	⇒ 24.33%	\$ 782,073	\$ 670,312
	<b>\$ 850,709</b>	<b>\$ 206,946</b>	<b>⇒ 24.33%</b>	<b>\$ 782,073</b>	<b>\$ 670,312</b>
<b>PLANNING &amp; DEVELOPMENT</b>					
Planning/Development	\$ 1,078,865	\$ 175,300	↑ 16.25%	\$ 778,144	\$ 704,799
	<b>\$ 1,078,865</b>	<b>\$ 175,300</b>	<b>↑ 16.25%</b>	<b>\$ 778,144</b>	<b>\$ 704,799</b>
<b>MISCELLANEOUS</b>					
General Accounts	\$ 4,514,310	\$ 1,370,969	↓ 30.37%	\$ 3,865,715	\$ 10,464,930
Special Projects	44,201	100	↑ 0.23%	332,298	949,034
	<b>\$ 4,558,511</b>	<b>\$ 1,371,069</b>	<b>↓ 30.08%</b>	<b>\$ 4,198,014</b>	<b>\$ 11,413,964</b>
<b>SUPPORT SERVICES</b>					
Economic Development	\$ 75,000	\$ -	↑ 0.00%	\$ 50,000	\$ 39,860
City-County Support	1,137,004	3,306	↑ 0.29%	1,614,219	1,271,236
Community Services Support	988,875	132,000	↑ 13.35%	967,000	318,700
	<b>\$ 2,200,879</b>	<b>\$ 135,306</b>	<b>↑ 6.15%</b>	<b>\$ 2,631,219</b>	<b>\$ 1,629,796</b>
<b>Total</b>	<b>\$60,636,624</b>	<b>\$13,908,336</b>	<b>↑ 22.94%</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	\$ 14,352,842	\$ 63,257,280	\$ 65,729,801	\$ 53,211,609	\$ 54,086,252	\$ 52,787,994
Expenditures	13,908,336	54,624,064	55,991,573	57,333,305	54,730,786	49,817,845
Difference	<b>\$ 444,506</b>	<b>\$ 9,738,229</b>	<b>\$ (4,121,697)</b>	<b>\$ (644,534)</b>	<b>\$ 2,970,149</b>	<b>\$ 1,792,440</b>
Reserves Added (Used)	\$ 444,506	\$ 9,738,229	\$ (4,121,697)	\$ (644,534)	\$ 2,970,149	\$ 1,792,440
Excess (Deficiency)	<b>\$0</b>	<b>\$0</b>	<b>(\$0)</b>	<b>\$0</b>	<b>(\$0)</b>	<b>(\$0)</b>



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

	FY 2023			FY 2022		
	Budget	Actual YTD	Difference	Budget	Actual	Difference
Revenue	\$ 60,636,624	\$ 14,352,842	\$ (46,283,782)	\$ 56,865,166	\$ 63,257,280	\$ 6,392,114
Expenditures	60,636,624	13,908,336	(46,728,288)	56,865,166	54,624,064	(2,241,102)
Excess (Deficiency)	<b>\$ 0</b>	<b>\$ 444,506</b>	<b>\$ 444,506</b>	<b>\$ 0</b>	<b>\$ 8,633,216</b>	<b>\$ 8,633,216</b>

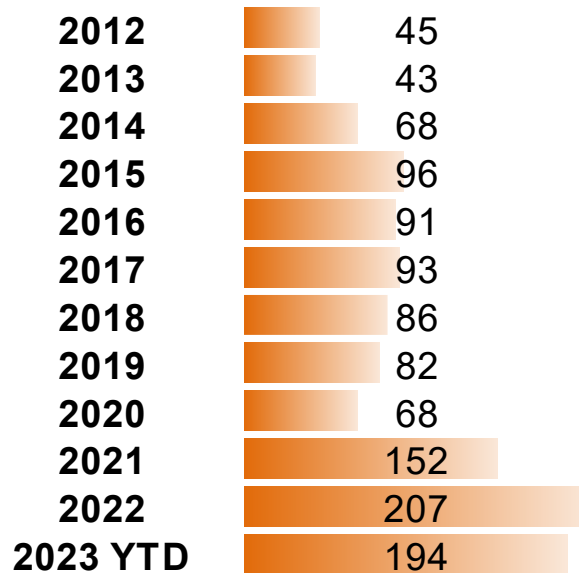
# GENERAL FUND RESERVES (FUND BALANCE)

## Calculation of Number of Days of Reserves

Current Fiscal Year 2023 General Fund Budget	\$ 60,636,624
Divided by 365 days (Daily Reserve Level)	\$ 166,128
Total Unassigned Fund Balance (see next page)	\$ 32,145,800
<b>Divide Daily Reserve Level by Total Unassigned Fund Balance for # of Days</b>	<b>194</b>

**194 days, or \$22,178,136  
in spendable reserves**

## 12 Year Comparison of Number of Days of Reserves





# GENERAL FUND RESERVES CALCULATION

**Estimated as of September 30, 2022**

<b>Estimated as of September 30, 2022</b>		
<b>Current FY 2023 Budget</b>	\$ 60,636,624	
<b>*60 Day Reserve (Adopted Budget Divided by 365 then Multiplied by 60)</b>	<b>9,967,664</b>	
Total Fund Balance as of June 30, 2022 (Unaudited)		\$ 36,462,193
<b>Nonspendable:</b>		
Long-Term Portion of Annexation Loan Receivable	5,042	
Prepaid Assets	935	
	5,977	
<b>Restricted:</b>		
Bond Ordinance Reserves	548,169	
	548,169	
<b>Total Nonspendable and Restricted</b>		554,146
<b>Fund Balance, Unrestricted</b>		35,908,047
<b>USE OF UNRESTRICTED RESERVES</b>		
<b>Fund Balance, Unrestricted</b>		\$ 35,908,047
<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	83,581	
FY 2023 Budget Reappropriation (Resolution 6269) Balance - Approved 9-26-22	552,529	
	711,109	
<b>By Budget Ordinance:</b>		
FY 2023 Budget Ordinance Balance - Approved 6-13-22	673,709	
	673,709	
<b>Total Committed</b>		1,384,818
<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 2024	295,428	
Eco-Site Lease Buyout to be used for Gymnastics/Indoor Court Facility	325,139	
	2,377,429	
<b>Total Assigned</b>		2,377,429
Unassigned Fund Balance Available (Unrestricted Fund Balance Less Total Committed and Assigned)		32,145,800
*Less 60 days Unassigned Reserves from Above (Required by Resolution 5605)		9,967,664
<b>Available to Spend</b>		<b>\$ 22,178,136</b>

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

# SALES TAX COMPARISON OVERVIEW

## August 2022 versus August 2021 Analysis

The City's August 2022 state sales tax collections check that was received in October for August activity was \$2,325,517, or \$571,903 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 August 2021 to August 2022. The most significant sales tax differences are as follows:

- ↑ **Other General Merchandise Stores.** This industry group comprises establishments primarily engaged in retailing new goods in general merchandise stores (except department stores). Sales tax in this industry group increased by **\$1,591,899** compared to August 2021.
- ↑ **Other Amusement and Recreation Industries.** Sales tax for this industry increased **\$197,031** compared to August 2021. This industry group comprises establishments primarily engaged in operating golf courses and country clubs; skiing facilities; marinas; fitness and recreational sports centers; bowling centers; and providing other amusement and recreation services.
- ↑ **RV Parks and Recreational Camps.** Sales tax for this industry increased **\$181,864** in August 2022. This industry comprises establishments primarily engaged in operating recreational vehicle parks and campgrounds and recreational and vacation camps.
- ↓ **Electronics and Appliance Stores.** This industry group comprises establishments primarily engaged in retailing the following new products: household-type appliances, cameras, computers, and other electronic goods. This industry decreased by **\$2,102,143** in August 2022.
- ↓ **Travel Accommodation.** Sales tax in this category decreased **\$154,898** in August 2022 compared to August 2021. This industry group comprises establishments primarily engaged in providing short-term lodging in facilities, such as hotels, motels, casino hotels, and bed-and-breakfast inns. In addition to lodging, these establishments may provide a range of other services to their guests.
- ↓ **Non-Residential Building Construction.** This industry decreased in August 2022 by **\$99,087**. This industry group comprises establishments primarily responsible for the construction (including new work, additions, alterations, maintenance, and repairs) of nonresidential buildings. This industry group includes nonresidential general contractors, nonresidential for sale builders, nonresidential design-build firms, and nonresidential project construction management firms.

# SALES TAX DISTRIBUTION BY MINOR BUSINESS CLASS FOR LARAMIE COUNTY

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

## August Sales Tax Received in October

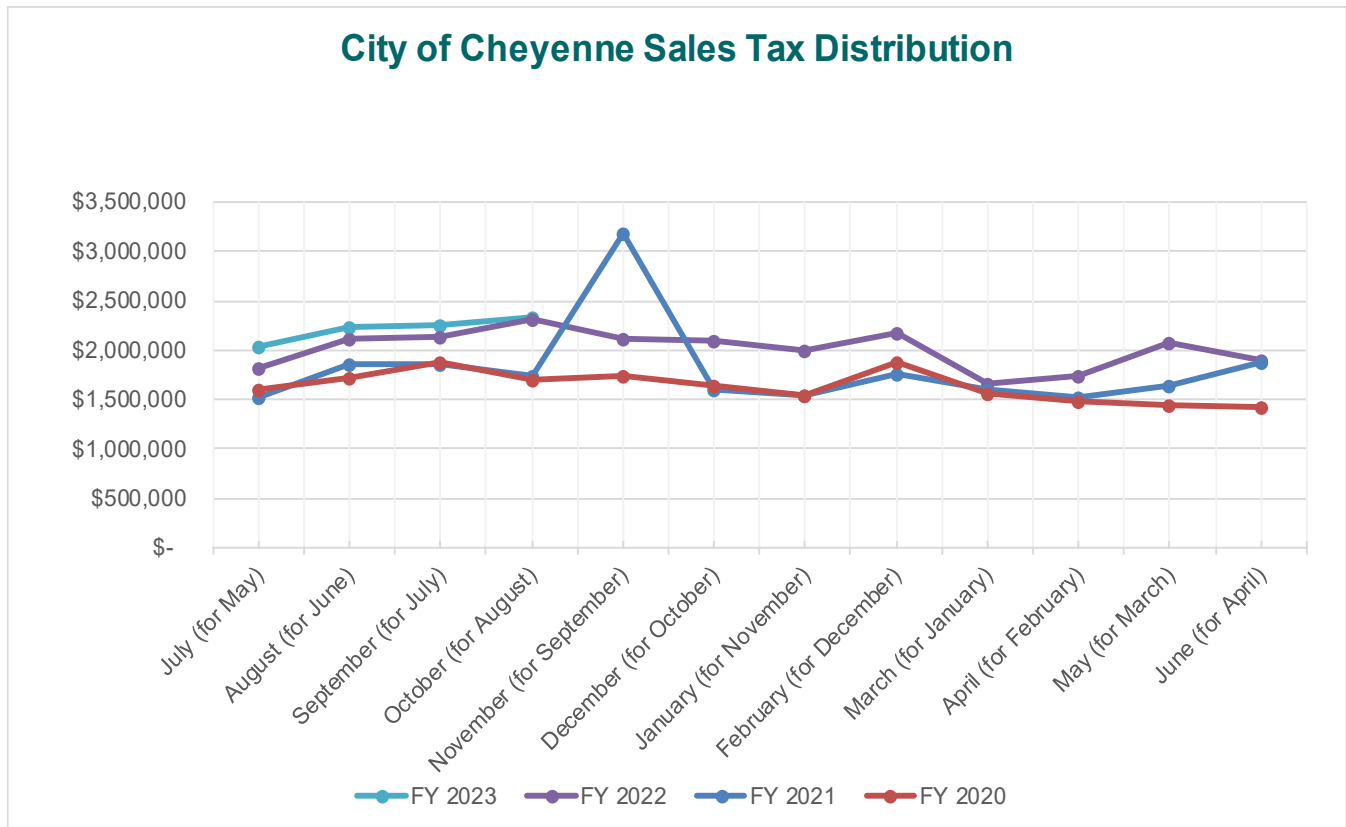
Description	August 2021	August 2022	Difference
4431-ELECTRONICS AND APPLIANCE STORES	\$ 2,490,594	\$ 388,451	\$ (2,102,143)
7211-TRAVELER ACCOMMODATION	936,627	781,729	(154,898)
2362-NONRESIDENTIAL BUILDING CONSTRUCTION	249,892	150,806	(99,087)
3331-AG., CONSTRUCTION, AND MINING MACHINERY MFG.	81,106	12,014	(69,092)
4233-LUMBER AND CONST. SUPPLY MERCHANT WHOLESALERS	156,645	87,825	(68,820)
5324-MACHINERY AND EQUIPMENT RENTAL AND LEASING	432,470	368,044	(64,426)
4471-GASOLINE STATIONS	449,964	386,398	(63,566)
4411-AUTOMOBILE DEALERS	114,983	61,194	(53,789)
4532-OFFICE SUPPLIES, STATIONERY, AND GIFT STORES	112,251	79,608	(32,643)
5321-AUTOMOTIVE EQUIPMENT RENTAL AND LEASING	181,542	154,098	(27,443)
2381-BUILDING FOUNDATION AND EXTERIOR CONTRACTORS	71,046	50,259	(20,788)
7224-DRINKING PLACES, ALCOHOLIC BEVERAGES	127,789	107,287	(20,502)
5415-COMPUTER SYSTEMS DESIGN AND RELATED SERVICES	32,134	17,044	(15,090)
5181-ISPS AND WEB SEARCH PORTALS	18,652	35,413	16,761
4231-MOTOR VEHICLE AND PARTS MERCHANT WHOLESALERS	16,535	33,533	16,998
2382-BUILDING EQUIPMENT CONTRACTORS	42,828	59,903	17,075
2211-POWER GENERATION AND SUPPLY	1,002,315	1,026,104	23,789
8111-AUTOMOTIVE REPAIR AND MAINTENANCE	424,922	454,795	29,874
7213-ROOMING AND BOARDING HOUSES	-	30,091	30,091
4412-OTHER MOTOR VEHICLE DEALERS	80,247	113,783	33,536
4413-AUTO PARTS, ACCESSORIES, AND TIRE STORES	408,707	443,888	35,181
9211-EXECUTIVE, LEGISLATIVE AND GENERAL GOVERNMENT	1,986,279	2,025,592	39,313
8113-COMMERCIAL MACHINERY REPAIR AND MAINTENANCE	129,650	169,188	39,538
4236-ELECTRIC GOODS MERCHANT WHOLESALERS	100,290	146,424	46,134
4442-LAWN AND GARDEN EQUIPMENT AND SUPPLIES STORES	89,603	135,756	46,153
7223-SPECIAL FOOD SERVICES	18,765	84,866	66,100
4543-DIRECT SELLING ESTABLISHMENTS	75,968	143,275	67,307
7222-LIMITED-SERVICE EATING PLACES	507,468	587,498	80,030
4541-ELECTRONIC SHOPPING AND MAILORDER HOUSES	942,456	1,028,896	86,440
4821-RAIL TRANSPORTATION	34,625	121,116	86,491
4441-BUILDING MATERIAL AND SUPPLIES DEALERS	1,804,216	1,926,086	121,870
4539-OTHER MISCELLANEOUS STORE RETAILERS	263,301	387,810	124,509
7212-RV PARKS AND RECREATIONAL CAMPS	6,931	188,796	181,864
7139-OTHER AMUSEMENT AND RECREATION INDUSTRIES	17,219	214,250	197,031
4529-OTHER GENERAL MERCHANDISE STORES	885,491	2,477,391	1,591,899

# 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)		2,109,367	3,178,334	1,734,556
December (for October)		2,091,346	1,600,310	1,631,320
January (for November)		2,003,374	1,536,593	1,547,426
February (for December)		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>\$ 8,825,226</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 September, has experienced a \$140,645 total operating loss. Operating profit (loss) measures the profit earned from the Civic Center's ongoing core business operations. This amount does not include the \$30,000 General Fund subsidy revenue transfer, which when considered decreased the total net loss year-to-date to \$110,645. 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 September 30, 2022 was \$78,893.

The cost recovery rate before the subsidy from the General Fund (meaning the percentage of operating revenue needed to cover operating expenditures), not including depreciation expense or federal grant funds, is **41.28%** at the end of September. This is a significant decrease from June 30, 2022, when the cost recovery rate was 77.53%.

The total net position (net worth) of the Civic Center is now a positive \$650,563, comprised of \$460,807 in capital assets and \$189,756 in unrestricted funds at the end of September. These unrestricted funds will be used to pay for a recently ordered sound system in the amount of \$457,722. At the end of September, there is a shortage of \$267,966 to pay for the sound system. However, on September 26, 2022 the Governing Body approved an additional subsidy from the General Fund in the amount of \$314,611, to be transferred in 9 monthly installments, which will allow the Civic Center to pay for the sound system. The purchase of this sound system will save the City approximately \$50-60K in annual rental fees.

## Cheyenne Ice and Events Center

The Cheyenne Ice and Events Center had an operating net loss of \$4,534 through the end of September, not including \$21,124 in depreciation expense. With the addition of the \$20,000 General Fund subsidy transfer the total net loss decreased to \$5,659.

The cost recovery rate, not including the General Fund subsidy or depreciation expense, is **96.38%**. This is significant improvement compared to June 30, 2022 when it was 75.16%.

The Ice and Event Center's net position is now \$2,255,316, which is the combination of \$2,288,299 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 a negative (\$328,858).

## Solid Waste Fund

The Solid Waste Fund had a year-to-date net operating income of \$1,041,058 as of September 30, 2022. This does not include the expense of the \$192,184 transfer to the General Fund, or the \$364,186 in depreciation expense, which when combined with investment revenue, decreased the total net income to \$480,587 through the end of September.

# CHEYENNE CIVIC CENTER

## Statement of Revenues and Expenditures

FY 2023 YTD through September 30, 2022

	FY 2023 Budget	FY 2023 Actual (YTD)	% Budget Used (25% to date)	FY 2022 Actual	FY 2021 Actual
<b>Operating</b>					
Revenue	\$ 2,285,354	\$ 92,578	4.05%	\$ 1,252,437	\$ 233,571
Expenditures	(2,285,354)	(224,246)	9.81%	(1,615,331)	(518,339)
Net operating income (loss)	(0)	(131,668)		(362,895)	(284,768)
<b>Non Operating Expenses</b>					
Depreciation	(100,000)	(8,977)		(57,380)	(64,058)
<b>Non Operating Revenue</b>					
Transfer from General Fund	120,000	30,000	25.00%	120,000	895,000
Investment Income	-	32		52	-
Grants and Donations	31,000	189,506	611.31%	1,417,578	-
	51,000	210,561		1,480,250	830,942
<b>Net income (loss)</b>	<b>\$ 51,000</b>	<b>\$ 78,893</b>		<b>\$ 1,117,355</b>	<b>\$ 546,174</b>
Operating Income Cost Recovery Rate		41.28%		77.53%	45.06%

### Civic Center Fund Net Position

Net investment in capital assets	\$ 460,807	\$ 469,784	\$ 412,726
Unrestricted (deficit)	189,756	101,885	(958,411)
<b>Net Position</b>	<b>\$ 650,563</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	78,893	571,670	650,563

### 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 September 30, 2022

	FY 2023 Budget	FY 2023 Actual (YTD)	% Budget Used (25% to date)	FY 2022 Actual	FY 2021 Actual
<b>Operating</b>					
Revenue	\$ 839,431	\$ 120,854	14.40%	\$ 484,838	\$ 322,813
Expenditures	(839,431)	(125,389)	14.94%	(645,063)	(496,802)
Net operating income (loss)	0	(4,534)		(160,225)	(173,989)
<b>Non Operating Expenses</b>					
Depreciation	(129,000)	(21,124)		(126,746)	(128,300)
<b>Non Operating Revenue</b>					
Miscellaneous Income	1,000	-	0.00%	33	-
Grants and Donations	-	-		555,578	118,093
Transfer from General Fund	80,000	20,000	25.00%	80,000	80,000
<b>Net income (loss)</b>	<b>\$ 81,000</b>	<b>\$ (5,659)</b>		<b>\$ 348,640</b>	<b>\$ (104,196)</b>
Operating Income Cost Recovery Rate		96.38%		75.16%	64.98%

### Ice and Events Center Fund Net Position

Net investment in capital assets	\$ 2,288,299	\$ 1,962,562	\$ 2,197,710
Restricted funds from property sale	295,875	295,875	295,875
Unrestricted (deficit)	(328,858)	2,538	(581,250)
<b>Net Position</b>	<b>\$ 2,255,316</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	(5,659)	2,260,975	2,255,317

### 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 September 30, 2022

	FY 2023 Budget	FY 2023 Actual (YTD)	% Budget Used (25% to date)	FY 2022 Actual	FY 2021 Actual
Operating Revenue	\$ 21,096,158	\$ 3,466,737	16.43%	\$ 19,079,804	\$ 17,983,912
Operating Expenditures	21,096,158	(2,425,679)	-11.50%	(8,928,946)	(9,413,542)
Net operating income (loss)	42,192,316	1,041,058		10,150,857	8,570,369
<b>Non Operating Expenses</b>					
Depreciation	(1,889,500)	(364,186)	19.27%	(2,191,599)	(1,877,851)
Transfer to General Fund	(768,736)	(192,184)	25.00%	(930,810)	(2,327,371)
Miscellaneous	-	-		-	(394,094)
<b>Non Operating Revenue</b>					
Investment Income	30,000	(4,100)	-13.67%	(1,153,139)	247,942
Miscellaneous	-	-		6,400	93,848
Donation of Fixed Assets	-	-		73,341	-
<b>Net income (loss)</b>	<b>\$ 42,222,316</b>	<b>\$ 480,587</b>		<b>\$ 5,955,049</b>	<b>\$ 4,312,844</b>

### Solid Waste Fund Net Position

Net investment in capital assets	\$ 41,684,263	\$ 42,048,450	\$ 36,293,846
Unrestricted	10,292,477	9,447,703	9,247,258
<b>Net Position</b>	<b>\$ 51,976,740</b>	<b>\$ 51,496,153</b>	<b>\$ 45,541,104</b>

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

# CITY FUND BALANCES AS OF SEPTEMBER 30, 2022

## General Fund

001 - General Fund	\$ 36,462,193
210 - Agency Fund	520,459
<b>Total General Fund</b>	<b>\$ 36,982,652</b>

## Special Revenue Funds

010 - Weed and Pest Fund	\$ 748,170
011 - Local and State Grants Fund	411,909
012 - Youth Alternative Grants Fund	562,607
014 - Recreation Programs Fund	1,637,407
015 - Belvoir Recreation Fund	355,422
018 - Community Development Block Grant Fund	(232,896)
019 - Real Property Revolving Fund	566,778
024 - Law Enforcement Grants Fund	(37,768)
025 - Federal Grants Fund	7,539,514
026 - Transportation Planning Fund (MPO)	(75,977)
027 - Transit Fund	(61,333)
028 - Juvenile Justice Fund	185,144
029 - Special Friends Fund	88,096
200 - Annexation Loans	224,693
205 - Housing Loans Fund	354,317
<b>Total Special Revenue Funds</b>	<b>\$ 12,266,084</b>

## Capital Projects Funds

013 - Development Impact Fees Fund	\$ 2,585,617
031 - Youth Alternative Activities	21,942
041 - Golf Improvements Fund	961,507
020 - 5th Penny Fund (1% Sales Tax 2019-2022 Ballot)	56,725,954
022 - 5th Penny Fund (1% Sales Tax 2015-2018 Ballot)	3,392,763
<b>Total 5th Penny Fund</b>	<b>\$ 60,118,717</b>
030 - 6th Penny Fund (Special Purpose Option Tax 2012 & 2017 Ballots)	17,662,813
032 - 6th Penny Fund (Special Purpose Option Tax 2021 Ballot)	3,262,379
<b>Total 6th Penny Fund</b>	<b>\$ 20,925,192</b>
<b>Total Capital Projects Funds</b>	<b>\$ 84,612,976</b>

# CITY FUND BALANCES AS OF SEPTEMBER 30, 2022

## Proprietary Funds (Enterprise and Internal Service Funds)

023 - Solid Waste Fund	\$ 51,976,740
101 - Fleet Maintenance Fund	1,046,730
110 - Civic Center Fund	650,563
114 - Ice and Events Center Fund	2,255,316
<b>Total Proprietary Funds</b>	<b>\$ 55,929,348</b>

## Fiduciary Fund

103 - Employee Self Insurance Fund	\$ 2,817,379
209 - Fiduciary Fund	37,000
<b>Total Fiduciary Fund</b>	<b>\$ 2,854,379</b>

## Permanent Fund

220 - Cemetery Perpetual Care Fund	\$ 824,484
<b>Total Permanent Fund</b>	<b>\$ 824,484</b>

<b>Total City Funds</b>	<b>\$ 193,469,923</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, 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 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).