

Amended Budget

Cheyenne Downtown Development Authority			
		Budget Hearing Information	
2101 O'Neil Ave		Location:	2101 O'Neil Ave
Cheyenne, WY 82001		Date:	4/17/2025
307-433-9730		Time:	10:00 AM
Laramie County		Budget Prepared by: Sophia Maes and Charles Bloom	

Date of Amended Budget Approval: 04/27/26

S-A	BUDGET MESSAGE	W.S. 16-12-403 (c)
The Cheyenne Downtown Development Authority (DDA) submitted its proposed budget to the City of Cheyenne on May 15, 2025. The proposed budget was presented to the Governing Body at Finance Committee on May 20, 2025. Final approval of the proposed budget by the City was on May 27, 2025. The DDA Board voted to adopt the FY26 budget on April 17, 2025. Mill levy funding from the Laramie County Government is included in the FY26 budget. An agreement was signed in March of 2023 between the DDA and the City of Cheyenne that, in lieu of annual allocations to the DDA, the City will provide professional and administrative services to the DDA Board for the administration of the DDA for redevelopment programs and efforts. The MOU is currently before the Governing Body for consideration and renewal with updated terms to begin in July 2025. The City Planning and Development Department currently assumes all responsibilities previously executed by the DDA staff. The DDA Board approved a budget increase of \$97,824 on March 19, 2026. The budget was submitted to the Governing Body on April 13, 2026. The amended budget was presented to the Governing Body at Finance Committee on May 21, 2026. Final approval of the amended budget by the City was on May 27, 2026.		
S-B	RESERVE DESCRIPTION	
The DDA currently has \$1,384,610 in designated reserves that are presently invested in the Wyoming Government Investment fund (WGIF).		

S-C			
Names of Board Members	Date of End of Term		
Jeff White	12/31/27		
Wendy Volk	6/30/25		
Janelle Rose	6/30/27		
Amber Nuse	6/30/26		
Brian Bau	6/30/27		
Jamie Winters	6/30/26		
Stan Hartzheim	6/30/27		
David Teubner	6/30/28		
Lorrell Bellotti	6/30/28		
Linda Heath, Ex-Officio Member			
Candice Wisdom	6/30/28		

Does the district have regular office hours exceeding 20 hours per week? **Yes**

If Yes, enter

Address of office: 2101 O'Neil Ave

City, State, Zip: Cheyenne, WY 82001

Phone Number: 307-433-9730

Hours Open: 8:00 AM to 5:00 PM

Where are the minutes of your board meeting available for public review?
<https://www.cheyennecity.org/DDA>

How and where are the notices of meeting posted for the public?
 Meeting agenda and minutes are posted at <https://cheyennecity.org/DDA> and webpage subscribers are notified upon update

Where are the public meetings held?
 City Council Chambers, City Municipal Building, 2101 O'Neil Ave., Cheyenne, WY 82001

AMENDED BUDGET SUMMARY

OVERVIEW		2023-2024 Actual	2024-2025 Estimated	2025-2026 Proposed	Final Approval	Amended Budget
S-1	Total Budgeted Expenditures	\$473,263	\$445,806	\$728,450	\$728,450	\$826,274
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$0	\$0	\$0	\$0	\$0
S-4	Total General Fund and Forecasted Revenues Available	\$1,985,007	\$2,003,826	\$2,251,276	\$2,251,276	\$2,349,100
S-5	Amount requested from County Commissioners	\$470,361	\$479,335	\$492,000	\$492,000	\$497,000
S-6	Additional Funding Needed :			\$0	\$0	\$0
	Projected Surplus:			\$1,522,826	\$1,522,826	

REVENUE SUMMARY		2023-2024 Actual	2024-2025 Estimated	2025-2026 Proposed	Final Approval	Amended Budget
S-7	Operating Revenues	\$0	\$197	\$0	\$0	\$0
S-8	Tax levy (From the County Treasurer)	\$465,361	\$474,335	\$487,000	\$487,000	\$487,000
S-9	Government Support	\$35,000	\$45,000	\$55,000	\$55,000	\$55,000
S-10	Grants	\$1,000	\$0	\$0	\$0	\$0
S-11	Other County Support (Not from Co. Treas.)	\$5,000	\$5,000	\$5,000	\$5,000	\$10,000
S-12	Miscellaneous	\$52,091	\$52,739	\$50,000	\$50,000	\$50,000
S-13	Other Forecasted Revenue	\$0	\$0	\$131,450	\$131,450	\$224,274
S-14	Total Revenue	\$558,452	\$577,271	\$728,450	\$728,450	\$826,274

FY 7/1/26-6/30/27

Cheyenne Downtown Development Authority

EXPENDITURE SUMMARY		2023-2024 Actual	2024-2025 Estimated	2025-2026 Proposed	Final Approval	Amended Budget
S-15	Capital Outlay	\$5,414	\$2,514	\$3,000	\$3,000	\$3,000
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0	\$0
S-17	Administration	\$20,598	\$31,943	\$61,700	\$61,700	\$47,500
S-18	Operations	\$447,251	\$411,349	\$663,750	\$663,750	\$775,774
S-19	Indirect Costs	\$0	\$0	\$0	\$0	\$0
S-20R	Expenditures paid by Reserves	\$0	\$0	\$0	\$0	\$0
S-20	Total Expenditures	\$473,263	\$445,806	\$728,450	\$728,450	\$826,274

DEBT SUMMARY		2023-2024 Actual	2024-2025 Estimated	2025-2026 Proposed	Final Approval	Amended Budget
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2023-2024 Actual	2024-2025 Estimated	2025-2026 Proposed	Final Approval	Amended Budget
S-22	TOTAL GENERAL FUNDS	\$1,426,555	\$1,426,555	\$1,522,826	\$1,522,826	\$1,522,826
Summary of Reserve Funds						
S-23	Beginning Balance in Reserve Accounts					
S-24	a. Sinking and Debt Service Funds	\$1,507,661	\$1,507,661	\$1,507,661	\$1,507,661	\$1,507,661
S-25	b. Reserves	\$1,507,661	\$1,507,661	\$1,507,661	\$1,507,661	\$1,507,661
S-26	c. Bond Funds	\$1,507,661	\$1,507,661	\$1,507,661	\$1,507,661	\$1,507,661
	Total Reserves (a+b+c)	\$4,522,983	\$4,522,983	\$4,522,983	\$4,522,983	\$4,522,983
S-27	Amount to be added					
S-28	a. Sinking and Debt Service Funds	\$0	\$0	\$0	\$0	\$0
S-29	b. Reserves	\$0	\$0	\$0	\$0	\$0
S-30	c. Bond Funds	\$0	\$0	\$0	\$0	\$0
	Total to be added (a+b+c)	\$0	\$0	\$0	\$0	\$0
S-31	Subtotal	\$4,522,983	\$4,522,983	\$4,522,983	\$4,522,983	\$4,522,983
S-32	Less Total to be spent	\$0	\$0	\$0	\$0	\$0
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$4,522,983	\$4,522,983	\$4,522,983	\$4,522,983	\$4,522,983

End of Summary

Budget Officer / District Official (if not same as "Submitted by")

Date adopted by Special District 3/19/2026

DISTRICT ADDRESS: 2101 O'Neil Ave
Cheyenne, WY 82001

PREPARED BY: Sophia Maes and Charles Bloom

DISTRICT PHONE: 307-433-9730

Prepared in compliance with the Uniform Municipal Fiscal Procedures Act (W.S. 16-12-401 et seq.) as it applies.

5/31/23 Form approved by Wyoming Department of Audit, Public Funds Division

FY 7/1/25-6/30/26

Amended Budget

Cheyenne Downtown Development Authority

FYE 6/30/2026

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

	DOA Chart of Accounts	2023-2024 Actual	2024-2025 Estimated	2025-2026 Proposed	Final Approval	Amended Budget
R-1	Property Taxes and Assessments Received					
R-1.1	Tax Levy (From the County Treasurer)	4001	\$465,361	\$474,335	\$487,000	\$487,000
R-1.2	Other County Support (see note on the right)	4005	\$5,000	\$5,000	\$5,000	\$10,000

FORECASTED REVENUE

	DOA Chart of Accounts	2023-2024 Actual	2024-2025 Estimated	2025-2026 Proposed	Final Approval	Amended Budget
R-2	Revenues from Other Governments					
R-2.1	State Aid	4211				
R-2.2	Additional County Aid (non-treasurer)	4237				
R-2.3	City (or Town) Aid	4237	\$15,000	\$25,000	\$25,000	\$25,000
R-2.4	Other (Specify)	4237	\$20,000	\$20,000	\$30,000	\$30,000
R-2.5	Total Government Support		\$35,000	\$45,000	\$55,000	\$55,000
R-3	Operating Revenues					
R-3.1	Customer Charges	4300				
R-3.2	Sales of Goods or Services	4300	\$0	\$197	\$0	
R-3.3	Other Assessments	4503				
R-3.4	Total Operating Revenues		\$0	\$197	\$0	\$0
R-4	Grants					
R-4.1	Direct Federal Grants	4201				
R-4.2	Federal Grants thru State Agencies	4201				
R-4.3	Grants from State Agencies	4211	\$1,000	\$0	\$0	
R-4.4	Total Grants		\$1,000	\$0	\$0	\$0
R-5	Miscellaneous Revenue					
R-5.1	Interest	4501	\$51,056	\$52,739	\$50,000	\$50,000
R-5.2	Other: Specify Fundraising & Restitution	4500	\$1,034	\$0	\$0	
R-5.3	Other: Additional					
R-5.4	Total Miscellaneous		\$52,091	\$52,739	\$50,000	\$50,000
R-5.5	Total Forecasted Revenue		\$88,091	\$97,936	\$105,000	\$105,000
R-6	Other Forecasted Revenue					
R-6.1	a. Other past due as estimated by Co. Treas.	4004				
R-6.2	b. Other forecasted revenue (specify):					
R-6.3	Revenues from Reserves	4500		\$0	\$131,450	\$131,450
R-6.4		4500				
R-6.5						
R-6.6	Total Other Forecasted Revenue (a+b)		\$0	\$0	\$131,450	\$131,450

Amended Budget

Cheyenne Downtown Development Authority

FYE 6/30/2026

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

E-1 Capital Outlay

- E-1.1 Real Property
- E-1.2 Vehicles
- E-1.3 Office Equipment
- E-1.4 Other (Specify)
- E-1.5 Computer Hardware & Software
- E-1.6
- E-1.7
- E-1.8 **TOTAL CAPITAL OUTLAY**

DOA Chart of Accounts	2023-2024 Actual	2024-2025 Estimated	2025-2026 Proposed	Final Approval	Amended Budget
6201					
6210					
6211					
6200	\$5,414	\$2,514	\$3,000	\$3,000	\$3,000
6200					
	\$5,414	\$2,514	\$3,000	\$3,000	\$3,000

ADMINISTRATION BUDGET

E-2 Personnel Services

- E-2.1 Administrator
- E-2.2 Secretary
- E-2.3 Clerical
- E-2.4 Other (Specify)
- E-2.5
- E-2.6
- E-2.7

E-3 Board Expenses

- E-3.1 Travel
- E-3.2 Mileage
- E-3.3 Other (Specify)
- E-3.4
- E-3.5
- E-3.6

E-4 Contractual Services

- E-4.1 Legal
- E-4.2 Accounting/Auditing
- E-4.3 Other (Specify)
- E-4.4 Website
- E-4.5
- E-4.6

E-5 Other Administrative Expenses

- E-5.1 Office Supplies
- E-5.2 Office equipment, rent & repair
- E-5.3 Education
- E-5.4 Registrations
- E-5.5 Other (Specify)
- E-5.6 Rent & Utilities
- E-5.7 Postage/CreditCard Fees
- E-5.8 see additional details

E-6 TOTAL ADMINISTRATION

DOA Chart of Accounts	2023-2024 Actual	2024-2025 Estimated	2025-2026 Proposed	Final Approval	Amended Budget
7002					
7003					
7004					
7005					
7005					
7011	\$96				
7012					
7013					
7013					
7021					
7022	\$6,573	\$20,225	\$21,000	\$21,000	\$25,000
7023	\$2,374	\$1,277	\$20,000	\$20,000	\$1,800
7023					
7031	\$1,035	\$719	\$500	\$500	\$500
7032					
7033	\$1,376	\$8,538	\$15,000	\$15,000	\$15,000
7034					
7035	\$7,947				
7035	\$197	\$184	\$2,700	\$2,700	\$2,700
	\$1,000	\$1,000	\$2,500	\$2,500	\$2,500
	\$20,598	\$31,943	\$61,700	\$61,700	\$47,500

Amended Budget

Cheyenne Downtown Development Authority

FYE 6/30/2026

OPERATIONS BUDGET

E-7 Personnel Services

- E-7.1 Wages--Operations
- E-7.2 Service Contracts
- E-7.3 Other (Specify)
- E-7.4
- E-7.5
- E-7.6

E-8 Travel

- E-8.1 Mileage
- E-8.2 Other (Specify)
- E-8.3
- E-8.4
- E-8.5

E-9 Operating supplies (List)

- E-9.1
- E-9.2
- E-9.3
- E-9.4
- E-9.5

E-10 Program Services (List)

- E-10.1 Grants to Businesses
- E-10.2 Sponsorships
- E-10.3 Downtown Mural/Arts District Program
- E-10.4 Community Events / Event Marketing
- E-10.5

E-11 Contractual Arrangements (List)

- E-11.1 Downtown Planters Program
- E-11.2 Downtown Banner Initiative
- E-11.3 Logo Design Pilot Program
- E-11.4
- E-11.5

E-12 Other operations (Specify)

- E-12.1 Professional Services
- E-12.2 Advertising & Marketing
- E-12.3 Memberships & Subscriptions
- E-12.4 Printing
- E-12.5 see additional details

E-13 TOTAL OPERATIONS

DOA Chart of Accounts	2023-2024 Actual	2024-2025 Estimated	2025-2026 Proposed	Final Approval	Amended Budget
7202		\$0	\$0		
7203			\$10,000	\$10,000	\$130,000
7204					
7204					
7211					
7212					
7212					
7220					
7220					
7220					
7220					
7230	\$265,737	\$201,439	\$325,000	\$325,000	\$321,875
7230	\$15,350	\$55,007	\$45,000	\$45,000	\$74,775
7230					
7230	\$44,217	\$46,230	\$40,000	\$40,000	\$35,000
7400	\$37,620	\$43,344	\$45,000	\$45,000	\$82,250
7400	\$725		\$1,750	\$1,750	\$7,374
7400	\$5,000				
7400					
7450	\$53,849	\$54,481			
7450	\$3,362	\$2,815	\$5,000	\$5,000	\$2,500
7450	\$18,439	\$3,032	\$3,000	\$3,000	\$3,000
7450	\$2,233		\$1,000	\$1,000	\$1,000
	\$720	\$5,000	\$188,000	\$188,000	\$118,000
	\$447,251	\$411,349	\$663,750	\$663,750	\$775,774

Amended Budget

Cheyenne Downtown Development Authority

FYE 6/30/2026

INDIRECT COSTS BUDGET

E-14 Insurance

- E-14.1 Liability
- E-14.2 Buildings and vehicles
- E-14.3 Equipment
- E-14.4 Other (Specify)
- E-14.5
- E-14.6
- E-14.7

E-15 Indirect payroll costs:

- E-15.1 FICA (Social Security) taxes
- E-15.2 Workers Compensation
- E-15.3 Unemployment Taxes
- E-15.4 Retirement
- E-15.5 Health Insurance
- E-15.6 Other (Specify)
- E-15.7
- E-15.8
- E-15.9

DOA Chart of Accounts	2023-2024 Actual	2024-2025 Estimated	2025-2026 Proposed	Final Approval	Amended Budget
7502					
7503					
7504					
7505					
7505					
7511					
7512					
7513					
7514					
7515					
7516					
7516					

E-17 TOTAL INDIRECT COSTS

\$0	\$0	\$0	\$0	\$0
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DEBT SERVICE BUDGET

D-1 Debt Service

- D-1.1 Principal
- D-1.2 Interest
- D-1.3 Fees

D-2 TOTAL DEBT SERVICE

DOA Chart of Accounts	2023-2024 Actual	2024-2025 Estimated	2025-2026 Proposed	Final Approval	Amended Budget
6401					
6410					
6420					
	\$0	\$0	\$0	\$0	\$0

Amended Budget

Cheyenne Downtown Development Authority

FYE 6/30/2026

NAME OF DISTRICT/BOARD

GENERAL FUNDS

		End of Year	Beginning	Beginning		
		2023-2024	2024-2025	2025-2026	Final Approval	Amended
		Actual	Estimated	Proposed		Budget
DOA Chart						
of Accounts						
C-1	Balances at Beginning of Fiscal Year					
C-1.1	General Fund Checking	1010	\$41,945	\$41,945	\$316,477	\$316,477
C-1.2	Savings and Investments	1040	\$1,384,610	\$1,384,610	\$1,206,349	\$1,206,349
C-1.3	General Fund CD Balance	1050		\$0		
C-1.4	All Other Funds	1020		\$0		
C-1.5	Reserves (From Below)		\$4,522,983	\$4,522,983	\$4,522,983	\$4,522,983
C-1.6	Total Estimated Cash and Investments on Hand		\$5,949,538	\$5,949,538	\$6,045,809	\$6,045,809
C-2	General Fund Reductions:					
C-2.1	a. Unpaid bills at FYE	2010				
C-2.2	b. Reserves		\$4,522,983	\$4,522,983	\$4,522,983	\$4,522,983
C-2.3	Total Deductions (a+b)		\$4,522,983	\$4,522,983	\$4,522,983	\$4,522,983
C-2.4	Estimated Non-Restricted Funds Available		\$1,426,555	\$1,426,555	\$1,522,826	\$1,522,826

SINKING & DEBT SERVICE FUNDS

DOA Chart		2023-2024	2024-2025	2025-2026	Final Approval	Amended
of Accounts		Actual	Estimated	Proposed		Budget
C-3	Beginning Balance in Reserve Account (end of previous year)		\$1,507,661	\$1,507,661	\$1,507,661	\$1,507,661
C-3.1	Date of Reserve Approval in Minutes:					
C-3.2	Amount to be added to the reserve					
C-3.3	Date of Reserve Approval in Minutes:					
C-3.4	SUB-TOTAL		\$1,507,661	\$1,507,661	\$1,507,661	\$1,507,661
C-3.5	Identify the amount and project to be spent					
C-3.6	a. _____					
C-3.7	b. _____					
C-3.8	c. _____					
C-3.9	Date of Reserve Approval in Minutes:					
C-3.10	TOTAL CAPITAL OUTLAY (a+b+c)		\$0	\$0	\$0	\$0
C-3.11	Balance to be retained		\$1,507,661	\$1,507,661	\$1,507,661	\$1,507,661
C-3.12						

RESERVES

		2023-2024	2024-2025	2025-2026	Final Approval	Amended
		Actual	Estimated	Proposed		Budget
C-4	Beginning Balance in Reserve Account (end of previous year)	\$1,507,661	\$1,507,661	\$1,507,661	\$1,507,661	\$1,507,661
C-4.1	<i>Date of Reserve Approval in Minutes:</i>					
C-4.2	Amount to be added to the reserve					
C-4.3	<i>Date of Reserve Approval in Minutes:</i>					
C-4.4	SUB-TOTAL	\$1,507,661	\$1,507,661	\$1,507,661	\$1,507,661	\$1,507,661
C-4.5	Identify the amount and project to be spent					
C-4.6	a. _____					
C-4.7	b. _____					
C-4.8	c. _____					
C-4.9	<i>Date of Reserve Approval in Minutes:</i>					
C-4.10	TOTAL OTHER RESERVE OUTLAY (a+b+c)	\$0	\$0	\$0	\$0	\$0
C-4.11	Balance to be retained	\$1,507,661	\$1,507,661	\$1,507,661	\$1,507,661	\$1,507,661
C-4.12						

BOND FUNDS

		2023-2024	2024-2025	2025-2026	Final Approval	Amended Budget
		Actual	Estimated	Proposed		
C-5	Beginning Balance in Reserve Account (end of previous year)	\$1,507,661	\$1,507,661	\$1,507,661	\$1,507,661	\$1,507,661
C-5.1	Date of Reserve Approval in Minutes:					
C-5.2	Amount to be added to the reserve					
C-5.3	Date of Reserve Approval in Minutes:					
C-5.4	SUB-TOTAL	\$1,507,661	\$1,507,661	\$1,507,661	\$1,507,661	\$1,507,661
C-5.5	Identify the amount and project to be spent					
C-5.6	Date of Reserve Approval in Minutes:					
C-5.7	Balance to be retained	\$1,507,661	\$1,507,661	\$1,507,661	\$1,507,661	\$1,507,661
C-5.8						
C-5.9	TOTAL TO BE SPENT	\$0	\$0	\$0	\$0	\$0