

**City Council Meeting Minutes
June 25, 2018**

The Regular Council meeting of the Douglas City Council was held on Monday, June 25, 2018, at 5:30 p.m. in the Council Chambers of City Hall at 101 N. 4th Street, Douglas, Wyoming.

CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL: Mayor Jones called the meeting to order and led the assembly in the Pledge of Allegiance. Upon roll call the following were present:

Mayor:	Bruce A. Jones
Council Members:	Leroy Kingery
	Rene´ Kemper
	Monty Gilbreath

Others Present:

City Administrator	Jonathan Teichert
City Attorney	Heather Duncan-Malone
City Clerk	Karen Rimmer
City Treasurer	Mary Nicol
Police Lieutenant	Chad Holler
Public Works Director	John Harbarger
Community Dev. Director	Clara Chaffin
IT Director	Gary Schwarz

Disclosures by City Councilmembers: Mayor Jones asked for disclosures of any conflicts of interest for Council members; there were none.

Consent Agenda: Councilmember Kemper moved to approve the Consent Agenda as presented: Item 2.I. Corrections, Additions, and Approval of Agenda for June 25, 2018; Item 2.II. Consideration of Resolutions and Ordinance by Title Only; Item 2.III. Minutes, Regular City Council Meeting, June 11, 2018; Item 2.IV. Minutes, City Council Study Session, June 11, 2018; Item 2.V. Minutes, Special City Council Meeting, June 12, 2018; Item 2.VI. Minutes, Regular Planning and Zoning Commission Meeting, June 21, 2018. Councilmember Gilbreath seconded; no discussion and motion approved 4-0.

Presentations to Council/Public Hearings: Item 3.I. **Public Hearing, Ordinance 997, Changing the Zoning of Northgate Development Subdivision, Block 11, Lot 2 and Block 17, Lot 1 From MH-2 Mobile Home Park to PLI-Planned Light Industrial and Block 16, Lots 1-8 and Block 17, Lot 2 From MH-2 Mobile Home Park To R-2 Medium Density Residential, First Reading:** Mayor Jones opened the public hearing; Director Chaffin provided the staff report including: property history and details, purpose, staff and Planning and Zoning Commission recommendations, and an overview of the required Antelope Creek PLI Master Plan. Ron McNare and Kurt Wulff, owners of VZ Properties, were present; Mr. McNare approached Council and provided further comments on

the project and answered Council questions. There were no comments in favor or opposition of the ordinance; public hearing closed. Councilmember Gilbreath moved to approve Ordinance 997 as presented on first reading; Councilmember Kingery seconded; no discussion and motion approved 4-0. **Item 3.II. Show Cause Hearing, Sales Tax Delinquency and Compliance: P&Z, Inc. D/B/A Double D Liquors** Mayor Jones opened the show cause hearing; Clerk Rimmer presented evidence from the City of Douglas for sales tax delinquency and compliance failures including: dates of the notification from the Wyoming Liquor Division for the liquor hold and release; verification from the Department of Revenue that sales taxes had been paid via certified funds; number and details regarding both violations; and detailed history of previous Council action involving similar situations and violations. Dawn Patterson, owner of P&Z, Inc., approached Council and presented her evidence including explanation of how the violations occurred and steps she has taken to ensure violations do not occur again (e.g. setting up online payment of sales taxes) Following questions from Council, show cause hearing closed. Councilmember Kingery moved to impose a \$500.00 fine to be paid no later than 8:30 a.m. on Tuesday, June 26, 2018, or suspension of the liquor license would occur until such time as the fine was paid; seconded by Councilmember Kemper. Following further discussion, motion approved 4-0.

Public Comments: None.

Applications for Special Permits/Appointments to Boards and Committees: **Douglas Housing Authority, Board Appointment for Vacated Position:** Councilmember Kemper moved to appoint Sherry Kelly to the Douglas Housing Authority for the remainder of a vacated board position for a term from June 26, 2018, to June 30, 2022; seconded by Councilmember Gilbreath. Following brief discussion and thanks to Ms. Kelley, motion approved 4-0.

Council Items: **Item 6.I. Ordinance 996, Changing the Zoning of 115 South Riverbend Drive (Part of the Northwest Quarter of the Southwest Quarter, Section 8, Township 32, Range 71) Within the City of Douglas from MH-2 Mobile Home Park to B-2 General Business, Third and Final Reading:** Councilmember Gilbreath moved to approve and adopt Ordinance 996 on third and final reading as presented; seconded by Councilmember Kingery; no discussion and motion approved 4-0. **Item 6.II. Audit Engagement Letter Between the City of Douglas and Skogen, Cometto, and Associates, FY2018:** Councilmember Kingery moved to approve the audit engagement letter as presented; seconded by Councilmember Kemper. Following discussion of price and length of time since last request for proposals, motion approved 4-0. **Item 6.III. City Hall Remodel Project, Recommendation for Request for Proposals:** Councilmember Kemper moved to reject all proposals and re-advertise the RFP

for the City Hall Remodel project as separate design and construction proposals; seconded by Councilmember Gilbreath. Administrator Teichert provided an overview of this recommendation; Council requested a Study Session in order to review proposals. No further discussion and motion approved 4-0.

Council Information: Item 7.I. Sales Tax Report, June 2018; Item 7.II. Treasurer's Report, May 2018; Item 7.III. Dashboards, May 2018: Discussion of sales taxes received; FY2018 resulted in collection of \$5.5 million over what was budgeted. Mayor Jones provided an overview of the upcoming Congressional tour beginning August 13, 2018. Councilmember Gilbreath reminded the public that the Chad Garls Memorial Skate Park Grand Re-Opening will take place on Wednesday, June 28, 2018, at 5:30 p.m. No action taken.

Adjourn: Councilmember Gilbreath moved to adjourn the regular meeting; Councilmember Kingery seconded; no discussion and motion approved 4-0. Regular meeting adjourned at 6:18 p.m.

ATTEST:

Karen Rimmer, City Clerk
Published: July 4, 2018

Bruce A. Jones, Mayor