

City Council Meeting

**Douglas City Hall, Council Chambers
101 N. 4th Street, Douglas, WY**

Monday, August 28, 2023

Regular Meeting - 5:30 p.m.

Thank you for your cooperation in facilitating the public meeting process!

1. Call To Order, Pledge Of Allegiance, And Roll Call

Kim Pexton, Mayor

Ron McNare, Councilperson/Council President

Perry Hershberger, Councilperson

Matt Schmidt, Councilperson

John Bartling, Councilperson

2. Disclosures By City Council Members

3. Consent Agenda

All agenda items listed under the Consent Agenda are considered to be routine items by the governing body and will be enacted by one motion unless a Councilmember or member of the public requests that an individual item be taken up under consideration separately, in which case the item will be placed under Council Action Items

- 3.I. Corrections, Additions, And Approval Of Agenda - August 28, 2023

- 3.II. Minutes: Regular City Council Meeting - July 24, 2023

Documents:

[20230724 REGULAR CITY COUNCIL MEETING MINUTES.PDF](#)

- 3.III. Minutes: Regular City Council Meeting - August 14, 2023

Documents:

[20230814 REGULAR CITY COUNCIL MEETING MINUTES.PDF](#)

4. Public Comment

5. Presentations & Proclamations

- 5.I. Presentation: Recognition Of Fire Chief Rick Andrews - 40 Years Of Service

- 5.II. Presentation: Introduction Of New Employee - Jacob Schmidt
- 5.III. Presentation: John Rabun, Chairperson Of Community Facility Task Force

6. Public Hearings

- 6.I. Resolution NO. 2023-24, A Resolution Authorizing A Conditional Use Permit To Michael Gillio To Allow The Short-Term Rental Of A Dwelling In An R-2 Medium Residential Zoning District At 201 Monterey Way, Sanford Addition, Block 3, Lot 11

Documents:

[RESOLUTION 2023-24.PDF](#)
[20230828 NARRATIVE - CUP 06-23 GILLIO STR.PDF](#)
[20230828 STAFF REPORT - CUP 06-23 SHORT-TERM RENTAL.PDF](#)

- 6.II. Resolution No. 2023-25, A Resolution Authorizing A Conditional Use Permit To Douglas Seat Covers For The Installation Of An Electronic Message Board Sign In A B-2 General Business Zone At 830 East Richards Street (Pleasantview Addition, Block 12, Lots 5-8)

Documents:

[RESOLUTION 2023-25.PDF](#)
[20230828 STAFF REPORT - CUP 07-23 DOUGLAS SEAT COVERS EMD.PDF](#)
[20230828 NARRATIVE - CUP 06-23 DOUGLAS SEAT COVERS EMD.PDF](#)

- 6.III. Resolution No. 2023-26, A Resolution Authorizing A Conditional Use Permit For The City Of Douglas For The Installation Of Two (2) Electronic Message Board Signs In A CB-1 Central Business Zone At 101 North 4th Street (Original Town Of Douglas, Block 10, Lots 8-11 Inclusive)

Documents:

[RESOLUTION 2023-26.PDF](#)
[20280328 STAFF REPORT - CUP 08-23 101 N 4TH STREET.PDF](#)
[20230828 NARRATIVE - CUP 06-23 CITY HALL EMD.PDF](#)

- 6.IV. Resolution No. 2023-27, A Resolution Authorizing A Conditional Use Permit To Lightning Creek Enterprises LLC To Allow The Short-Term Rental Of A Dwelling In An R-1 Neighborhood Residential Zoning District At 320 South 5th Street (Original Town Of Douglas, Block 26, Lot 4)

Documents:

[RESOLUTION 2023-27.PDF](#)
[20280828 STAFF REPORT - CUP 07-20 SHORT-TERM RENTAL.PDF](#)
[20230828 NARRATIVE - CUP 09-23 LIGHTNING CREEK STR.PDF](#)

- 6.V. Resolution No. 2023-28, A Resolution Vacating And Replating Of Original Town Of Douglas, Block 28, Lots 5-10 Into Lots 15, 16, 17

Documents:

[RESOLUTION 2023-28.PDF](#)
[20280828 RESOLUTION ATTACHMENT A - REPLAT ORIGINAL TOWN DOUGLAS LOTS 15-17, BLK 28.PDF](#)

[20280828 STAFF REPORT -SUB 01-23 TWIN BUTTES MINISTRY MAJOR PLAT.PDF](#)
[20280828 STAFF REPORT ATTACHMENT - REPLAT ORIGINAL TOWN DOUGLAS LOTS 15-17, BLK 28.PDF](#)
[20230828 NARRATIVE - SUB 01-23 TWIN BUTTES MINISTRIES REPLAT.PDF](#)

- 6.VI. Resolution No. 2023-29, A Resolution Changing The Zoning Of Original Town Of Douglas, Block 28, Lots 15 And 16 From R-3 Limited Mixed Residential Zone To R-1 Neighborhood Residential Zone

Documents:

[RESOLUTION 2023-29.PDF](#)
[20280828 STAFF REPORT - ZON 01-23 TWIN BUTTES MINISTRY REZONE.PDF](#)

- 6.VII. Resolution No. 2023-32, A Resolution Amending The Budget Of The City Of Douglas, Wyoming For The Fiscal Year 2023

Documents:

[20230814 NARRATIVE BUDGET AMENDMENTS.PDF](#)
[RES 2023-32 BUDGET AMENDMENT FY 23.PDF](#)
[BUDGET AMENDMENTS MEMO FY 2023.PDF](#)

7. Council Action Items

- 7.I. Ordinance No. 1023, An Ordinance Amending Chapter 5.16 Of Douglas Municipal Code Concerning The Process For Regulation And Issuance Of Alcoholic Liquor Or Malt Beverages As It Relates To Sales Tax Delinquency Or Compliance Violations And To Furthermore Amend The Chapter In Order To Comply With Actions Taken During The 2023 Legislative Session, Second Reading

Documents:

[20230809 NARRATIVE - ORD 1030 - LIQUOR LICENSE UPDATES.PDF](#)
[ORD 1023 - VIOLATION POLICY UPDATE - BAR AND GRILL UPDATE.PDF](#)

- 7.II. Ordinance No. 1025, An Ordinance Amending Section 2.24.030 Of The Douglas Municipal Code For The City Of Douglas, Wyoming, Regarding The Disposal Of Found Property, First Reading

Documents:

[20230828 - NARRATIVE ORDINANCE 2.24.030.PDF](#)
[ORD 1025 - DISPOSAL OF ABANDONED OR LOST PROPERTY.PDF](#)

- 7.III. Ordinance No. 1027, An Ordinance Creating Section 10.48.080 Pertaining To Curb Markings, Final Reading

Documents:

[ORD 1027 CURB MARKINGS NARRATIVE.PDF](#)
[ORD 1027 CURB MARKINGS - 3RD READING 20230828.PDF](#)

- 7.IV. Ordinance No. 1028, An Ordinance Establishing The Overlay Zoning District Of The South Douglas Residential Historic District To Recognize The Significance Of The

Neighborhood In Representing The History Of Growth Of Douglas And The Architectural Trends Of Our Early History Creating Section 16.4.4.7(F) And Amending Table 4-1 Of The Douglas Municipal Code, Final Reading

Documents:

[ORDINANCE 1028 - NARRATIVE.PDF](#)
[ORDINANCE 1028 - SOUTH DOUGLAS HISTORIC RESIDENTIAL DISTRICT - 3RD READING.PDF](#)

- 7.V. Ordinance No. 1030, An Ordinance Amending Section 13.04.110 Of The Douglas Municipal Code For The City Of Douglas, Wyoming, Regarding Curb Stop Installation And Access, Second Reading

Documents:

[CURB STOP INSTALLATION AND ACCESS NARRATIVE.PDF](#)
[ORD 1030 - CURB STOPS INSTALLATION AND ACCESS.PDF](#)

- 7.VI. Resolution No. 2023-33, A Resolution Adopting Changes To Policy And Procedures For The Police Department Of The City Of Douglas, Wyoming

Documents:

[20230828 NARRATIVE - PAT 53.PDF](#)
[RESOLUTION NO. 2023-33.PDF](#)
[PAT53 - EMPLOYEE MENTAL HEALTH DRAFT.PDF](#)

- 7.VII. Resolution No. 2023-34, A Resolution Adopting Policy And Procedures For The Police Department Of The City Of Douglas, Wyoming

Documents:

[20230828 NARRATIVE PAT56.PDF](#)
[RESOLUTION NO. 2023-34.PDF](#)
[PAT 56 - PEER SUPPORT.PDF](#)

- 7.VIII. Resolution No. 2023-35, A Resolution Adopting Changes To The Human Resources Policies And Procedures For The Employees Of The City Of Douglas, Wyoming And Declare December 24, 2023, A Holiday And Set Observation Date

Documents:

[RES. 2023-35 HOLIDAY CHRISTMAS EVE - BIRTHDAY.PDF](#)
[EXHIBIT A.PDF](#)
[20230828 NARRATIVE FORM - HUMAN RESOURCES MANUAL HOLIDAY CHANGES.PDF](#)

- 7.IX. Aid To Others Agreement: The Gathering Inc.

Documents:

[20230828 NARRATIVE - AID TO OTHERS AGREEMENT FOR THE GATHERING.PDF](#)
[AID TO OTHERS APPLICATION - THE GATHERING INC_0001.PDF](#)
[FY2024 THE GATHERING.PDF](#)

7.X. December 26, 2023 Regular City Council Meeting, Cancellation

8. Council Discussion & Non-Action Items

8.I. Minutes: Planning & Zoning Commission - August 21, 2023

Documents:

[20230821 P AND Z MEETING MINUTES.PDF](#)

9. Administrator's Report

10. Good People Doing Good Things

11. Community Updates

11.I. Event Calendar

12. Executive Session

13. Adjourn