

# 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 - September 11, 2023

- 3.II. Minutes: City Council Work Session - August 28, 2023

Documents:

[COUNCIL WORKSESSION MINUTES 08-28-2023.PDF](#)

- 3.III. Minutes: City Council Regular Meeting - September 11, 2023

Documents:

[COUNCIL REGULAR MEETING MINUTES 08-28-2023.PDF](#)

- 3.IV. Warrant Register - August 2023

Documents:

WARRANT REGISTER - AUGUST 2023.PDF

4. Public Comment

5. Council Action Items

- 5.I. Ordinance No. 1023, An Ordinance Amending Chapter 5.16 Of The 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, Third And Final Reading

Documents:

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

- 5.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, Second Reading

Documents:

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

- 5.III. Ordinance No. 1029, An Ordinance Amending Section 12.24.120 Of The Douglas Municipal Code For The City Of Douglas, Wyoming, Regarding The Requirement Of Vaults For Burial Purposes

Documents:

[ORD 1029 - CEMETERY VAULTS.PDF](#)  
[NARRATIVE FORM - BURIAL VAULTS.PDF](#)

- 5.IV. 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:

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

- 5.V. Ordinance No. 1031, An Ordinance Adding Sections 1.01.05 And 2.12.080 And Amending SEctions 2.12, 2.12.020, 2.12.025(B), 2.12.030, 2.12.050, 2.12.060, 2.12.070 Of The Douglas Municipal Code Pertaining To The Renaming Of The City Administrator Position To City Manager, First Reading

Documents:

[ORD 1031 TOWN TO CITY ADMIN TO MANAGER.DOCX](#)  
[20230828 NARRATIVE - TOWN, CITY, ADMINISTRATOR.PDF](#)  
[1986 GOVERNOR PRACLAIMS DOUGLAS TO BE A CITY.PDF](#)

- 5.VI. Ordinance No. 1032, An Ordinance Amending Sections 12.04.070(I) And (K) Pertaining To The Performance Of Work First Reading

Documents:

[ORDINANCE 1032.DOCX](#)  
[20230911 NARRATIVE - ORDINANCE ORDINANCE 10\\_\\_ PERFORMANCE EXCAVATION PERMIT.PDF](#)

- 5.VII. Ordinance No. 1033, An Ordinance Amending Sections 10.52.040 & 10.92.070(A) Pertaining To The Parking Of Semi-Trucks, First Reading

Documents:

[ORDINANCE 1033SEMI PARKING PROHIBITED ON BROWNFIELD - FIRST READING - TRACK CHANGES.PDF](#)  
[20230911 NARRATIVE - ORD 10\\_\\_ SEMI PARKING PROHIBITED ON BROWNFIELD RD.PDF](#)

- 5.VIII. Ordinance No. 1034, An Ordinance Amending Sections 16.733.3(B) Pertaining To Lot Numbering, First Reading

Documents:

[ORDINANCE 1034\\_ SUBDIVISION LOT NUMBERING - FIRST READING - TRACK CHANGES.DOCX](#)  
[20230911 NARRATIVE - ORD 10\\_\\_ SUBDIVISION LOT NUMBERING.DOCX](#)

- 5.IX. Resolution 2023-31, A Resolution Adopting Changes To The Rules And REgulation SFor Douglas Municipal Cemeteries

Documents:

[RES 2023-31 - CEMETERY RULES AND REGULATIONS POLICY CHANGES.DOCX](#)  
[NARRATIVE FORM - BURIAL VAULTS.PDF](#)  
[CEMETERY RULES AND REGS REV 7-20-23.DOCX](#)

- 5.X. Resolution 2023-36, A Resolution Authorizing The Douglas Police Department To Accept Additional Funding Through The FY 2023 Rural And Small Department Violent Crime Reduction Program Grant

Documents:

[RESOLUTION 2023-36 RVCRI GRANT AMENDMENT.DOCX](#)  
[20230911 NARRATIVE RVCRI GRANT AMENDMENT.PDF](#)  
[DOUGLASWYOMING\\_GRANT\\_AWARD\\_NOTIFICATION\\_LETTER\\_UPDATED.PDF](#)

- 5.XI. Resolution 2023-37, A Resolutions Amending PAT-18 Policy And Procedures For The Police Department Of The City Of Douglas, Wyoming

Documents:

[20230911 NARRATIVE PAT18.PDF](#)  
[RES2023-37 - PAT18 POLICY-EVIDENCE.DOCX](#)

- 5.XII. Bid Award: Sheep Mountain Well Tank Lining Project

Documents:

NARRATIVE FORM - SHEEP MOUNTAIN WELL TANK LINING.PDF  
RECOMMENDATION OF AWARD\_AMTECH.PDF

6. Council Action Items Previously Tabled

- 6.I. Resolution 2023-28, A Resolution Vacating And Replatng 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  
20230828 NARRATIVE - SUB 01-23 TWIN BUTTES MINISTRIES REPLAT.PDF  
20280828 STAFF REPORT -SUB 01-23 TWIN BUTTES MINISTRY MAJOR  
PLAT.PDF

- 6.II. Resolution 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-01 Neighborhood Residential Zone

Documents:

RESOLUTION 2023-29.PDF  
20230828 NARRATIVE - ZON 01-23 TWIN BUTTES MINISTRIES REZONE.PDF  
20230901 STAFF REPORT -ZON 01-23 TWIN BUTTES MINISTRY  
REZONE.PDF

7. Council Discussion & Non-Action Items

- 7.I. Council Information

Documents:

20230417 JOINT AID TO OTHERS MEETING MINUTES.PDF  
CONVERSE COUNTY TOURISM PROMOTIONS BOARD JULY 2023.PDF

- 7.II. Director Reports

Documents:

CDD DEPARTMENT REPORT FOR COUNCIL - 2023 08.PDF  
PDSEPT23UPDATE.PDF  
PDLOA.PDF  
PUBLIC WORKS DEPARTMENT REPORT 9-11-2023.PDF

8. Administrator's Report

9. Good People Doing Good Things

10. Community Updates

- 10.I. Event Calendar

11. Executive Session

12. Adjourn