

**Work Session, Douglas City Council  
September 26, 2022**

A Work Session of the Douglas City Council was held on September 26, 2022, at 4:00 p.m. in the upstairs conference room at city hall, 101 N. 4<sup>th</sup> Street, Douglas, Wyoming.

**Councilmembers Present:** Mayor René Kemper, Councilperson Kim Pexton, Councilperson Ron McNare, Councilperson John Bartling; Councilperson Monty Gilbreath was absent.

**Also Present:** JD Cox, City Administrator; Chaz Schumacher, City Clerk; John Harbarger, Director of Public Works; Mary Nicol, City Treasurer/Administrative Services Director; Clara Chaffin, Community Development Director; Todd Byerly, Douglas Police Chief; Josh Oberlander, Water/Wastewater Supervisor; John Stearns, Utilities Supervisor; Steve McBride, Building Official.

**The following items were discussed:**

- **Local Heroes Recognition for November 1<sup>st</sup> Proclamation:** Discussion regarding who the council would like to nominate for this recognition.
- **Ordinance No. 1014 – Building Code Updates:** Steve McBride provided an overview of updates being proposed for the building code with council providing feedback on the changes. Discussion regarding fee structure and consensus by council to have fees covered by the applicants for projects requiring review outside of staff. Discussion regarding entities not currently paying building permit fees as part of an internal policy and options for moving forward.
- **Community Christmas Lights:** Discussion regarding a previously offered donation, determined donation was for putting lights up and not for the lights themselves. Discussion installation and consensus to keep the lights up year-round. Council advised staff to find a less expensive option from what had previously been brought forward for approval and if it exceeds the budgeted amount to bring it to council for consideration.
- **Upcoming Agendas:** Administrator Cox reviewed the regular meeting agenda. Discussion regarding the short-term rental ordinance and the classification of the school's administration building as a school as students do attend classes on the property, council advised staff to amend the ordinance to include the school's administration building property. Councilperson Bartling inquired into releasing balloons from Bartling Park for a celebration of life for a young girl who lost her battle with cancer last week, he was advised to use biodegradable balloons. Discussion regarding updating the parking requirements table at to adopt standards from the ITE (Institute of Transportation Engineers) Manual.
- **Council Updates:**
- **City Administrator Updates:** Discussion regarding 5<sup>th</sup> penny tax and working with the Enterprise and other communities to provide information about it. Administrator Cox asked for suggestions for groups of youth that could possibly help lead the Pledge of Allegiance at council meetings. Discussion regarding current water supply, usage, and sustainability.

**Adjourn – No further discussion and the Work Session was adjourned at approximately 5:21 p.m.**

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Chaz Schumacher, *City Clerk*