

CITY OF DOUGLAS WYOMING

HOME OF THE JACKALOPE.

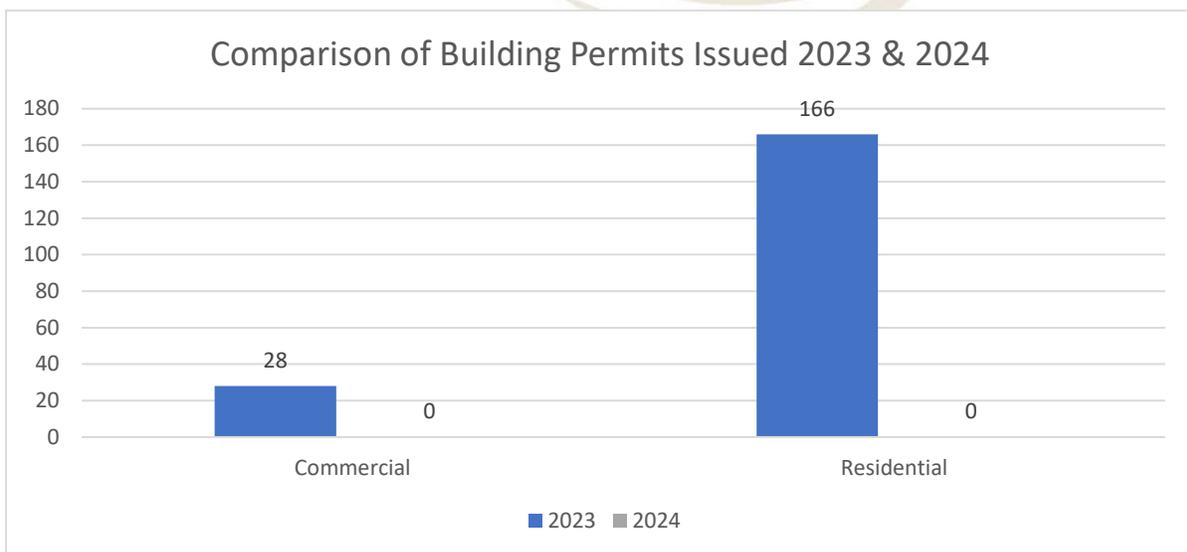
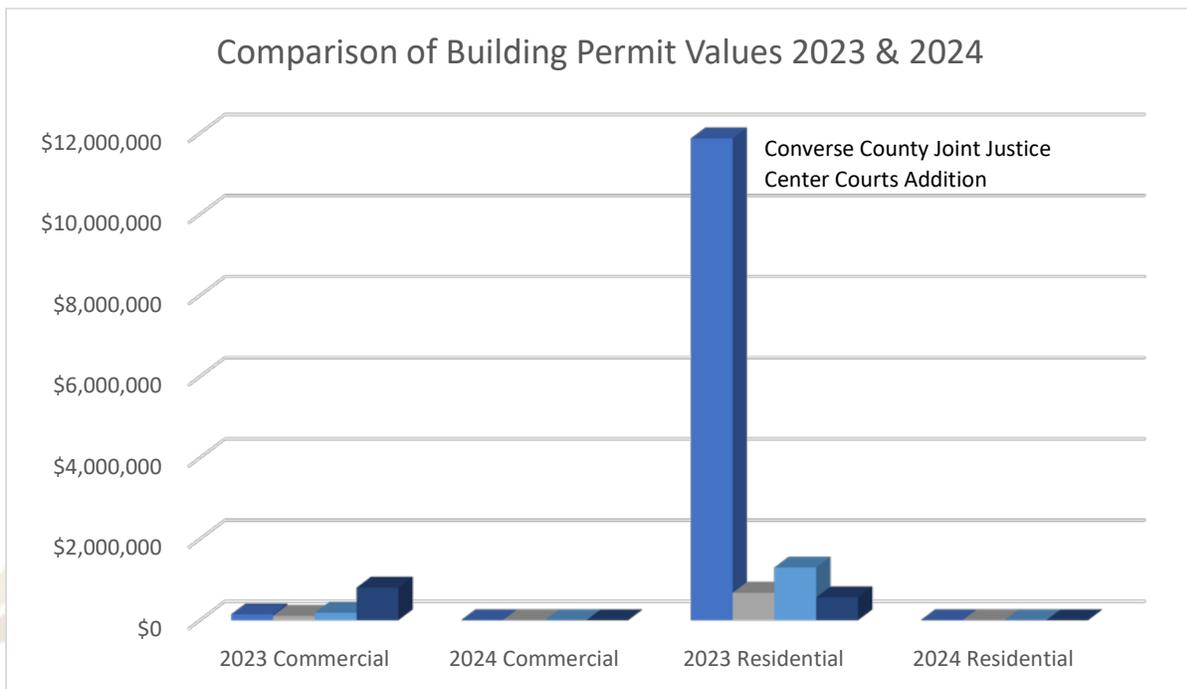
Community Development Department Report

March 2024 (Numbers for February)

Building Permit Count: 12 Total (10 Residential, 2 Commercial)

Building Permit Value (Monthly Totals): \$884,064.65

Permit Values



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Strategic Doing:

Champion	KPI		Update
Clara	FUN-01	Encourage beautification of properties, develop awards incentive, and celebrate 6 residential properties and 6 commercial properties.	Working with Code Compliance and Ayres Associates to develop (Douglas Blueprint?). Looping in ACBT.
Clara	FUN-02	Develop Property Quality Index and establish baseline.	Working with Ayres Associates to develop (Douglas Blueprint). CCO documenting properties.
Clara	FUN-03	Develop baseline measurement of housing units rated average or better on Physical Condition Index.	Working with Ayres Associates to develop (Douglas Blueprint). Will be using data from Rural Growth Strategies. CCO documenting properties.
Clara	FUN-04	Develop baseline measurement of homes available at or below the Douglas average household income.	Working with Ayres Associates to develop (Douglas Blueprint). Will be using data from Rural Growth Strategies.
Clara	FUN-10B	Community Facility Phase 3: Develop formal design for the community facility.	Dependent on FUN-9A.
Clara	PSE-12	Have one lot in Meadow Acres #4 under development by the end of FY24.	Developer talking with companies and contractors to start construction on two of the lots. Also looking for buyers.
Clara	PSE-13	Record Replat of Meadow Acres #2 subdivision based on future development of area.	On hold until Community Facility location determined.
Clara	UPI-05	Identify appropriate, visible location for "Jack" statue.	Arts & Culture considering more appropriate placement at Boys & Girls Club. Meeting on site on 2/14 to determine location.
Heidi	UPI-06	Add one interactive feature at Jackalope Square.	Working on a "Master Plan" for Jackalope Square.
Heidi	UPI-09	Develop 4 or more cultural programming - events or activities that reflect Douglas' identity.	May consider reducing the number; 2-3 may be possible. Currently planning 2. Looking at adding to Railroad Days. Arts &

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			Culture discussing a mural festival; scale-down for first year. Shop With a Cop Hayride. Also looking to expand sidewalk chalk festival during Jackalope days.
Clara	UPI-10	Promote attendance for at least 10 major public events not related to State Fair.	60% complete. Need to promote four more events.
Clara	EIN-01	Implement interactive engagement program by which citizens can be informed and communicate with the City.	Using Facebook, Instagram, City Website, and Electronic Signs. Working on a 311 app.
Clara	EIN-02	Install electronic message displays and coordinate messaging with at least 5 businesses.	Completed. Set up celebration.

Inspections: 5 Total

Contractor Licenses: 13

Code Compliances Cases: 5 Total (Citations Issued: 0, Court Cases: 0)

Planning Cases: (Developments, Subdivisions, County Subdivision, Zoning, CUP's, TUP's, Downtown Historic District Review Panel):

- None.

Ordinances:

- Writing in progress.

Currently Processing:

- Contractor Licensing: 226 Contractors currently licensed after renewals.
- Conditional Use Permit Renewals.
- First Northern Bank Building Plans.
- Maverik Fuel Station and Convenience Store Building Plans.
- Minor Plat amendment for Senior Center Property.
- Minor Plat Amendment for North 5th Street Property.
- Annexation for Riverbend RV Park.
- Annexation for Olds Road.
- Reviewing Building Plans for locker room remodel at rec center.
- Reviewing Building Plans for dairy building at the Wyoming State Fair.

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Construction in Progress:

- Single-Family Residences: There are currently 4 SFR's under construction (two on Pronghorn Court and a duplex on Wind River).
- CCJJC Phase 2 (TCO).
- LaParele Apartment Renovations (violations including dumpster enclosure and snow removal).

Grants:

- WYDOT TAP Grant – Design: 90% complete. Reviewing storm sewer and drainage.
- WYDOT TAP Grant – Construction: Contract documents finalized. Design documents will be sent in for review as soon as completed.
- SS4A: Waiting on USDOT for contract documents. Had a grant kick-off meeting with regional manager and mandatory introduction webinar.
- EPA Brownfield Assessment: Close-out documents submitted. Developing final presentation.

Other Projects:

- Comprehensive Plan: Douglas Blueprint community engagement including schools, senior center, public, stakeholders and downtown revitalization with Main Street and Historic Preservation was held the week of February 26.
- Downtown Vitalization: Working with Ayres Associates to develop scope and work community engagement in including 112 N. 2nd Street. Obtained feedback from the community and stakeholders the week of February 26.
- Community Facility: Working with PlanOne on design.
- City Hall Façade: Working with PlanOne on design.
- Wyoming Planning Association (WYOPASS): Continues to submit comments to the Regulatory Reduction Task Force regarding the three bills related to Accessory Dwelling Units, Property Development Exactions, and Building Permit Notice Requirements. New bill regarding contractor license testing requirements.
- Hazard Mitigation Plan: Currently working on Tasks 9-12.
- ICS Training
- Retail Coach: Working with Retail Coach and providing data; gave tour of community; setting up strategic partnerships and connections.
- Streamlining: Researching companies who can assist the City in moving to a more transparent and streamlined development process. The goal is to have a digital guided process for all types of applications with automatic notifications for processing and review, integration with ESRI and Contractor database, digital inspections, and digital code compliance processing. Developed narrative for Council review. Working on final financials to assist with decision-making.
- Public Relations: Attempting to post information to the City Facebook, Instagram, Website and Electronic Signs.

Historic Preservation Commission: The commission is working on planning for next year's projects, and how they can coordinate with KPI Champions to assist with meeting the City's goal for Strategic Doing.

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Some members attended a webinar with the Arts & Culture Board which focused on Art in Historic Districts. “Talk of the Town” workbooks were distributed to the schools. Members attended Douglas Blueprint activities and worked with consultants on downtown revitalization ideas. They are working on putting together their budget requests.

Arts & Culture Board of Trustees (ACBT): The Board is currently working on short and long-range action plans, determining the best location for “Jack” and “Harriet” statues, and appropriate aesthetic for Douglas.



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