

# CITY OF DOUGLAS WYOMING

HOME OF THE JACKALOPE.

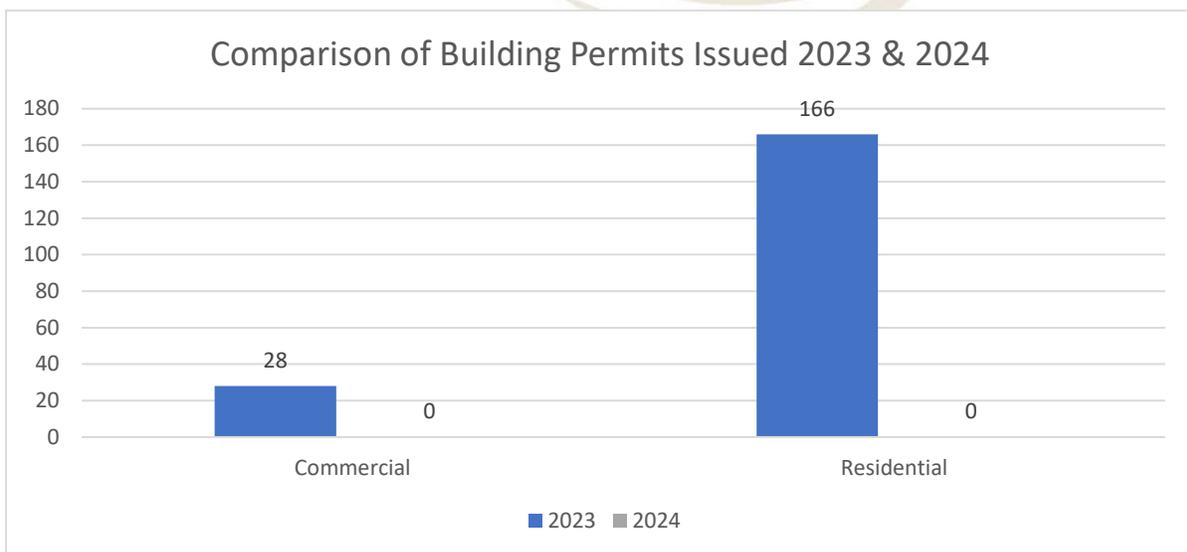
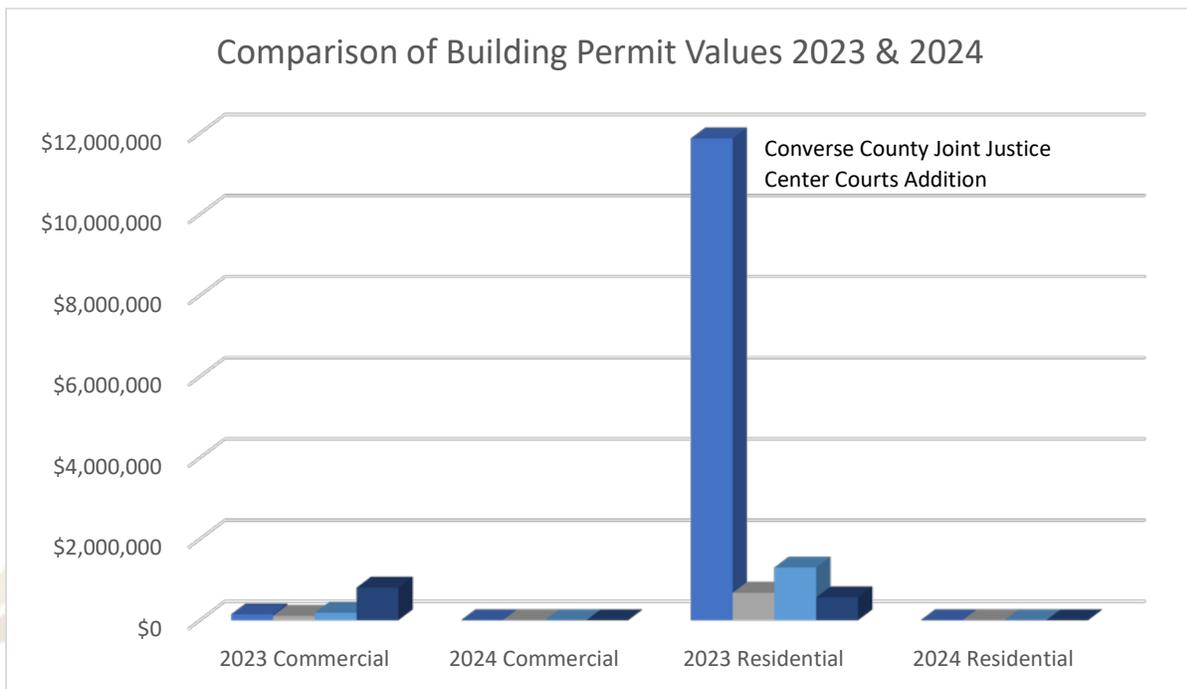
## Community Development Department Report

June 2024 (Numbers for May)

**Building Permit Count:** 99 Total (93 Residential, 6 Commercial)

**Building Permit Value (Monthly Totals):** \$1,416,938.56

### Permit Values



101 N. 4TH ST. | P.O. BOX 1030 | DOUGLAS, WY 82633

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## Strategic Doing:

Champion	KPI		Update
Clara	FUN-01	Research Improvement and Beautification program and consider implementation in Douglas.	Working with Code Compliance and Ayres Associates to develop. Looping in ACBT. Research documents have been compiled.
Clara	FUN-02	Research Property Quality Index indicators for the future development of a Property Quality Index and establishing a baseline.	Working with Ayres Associates to develop (Douglas Blueprint). CCO documenting properties. Research documents have been compiled.
Clara	FUN-03	Research Property Condition Index indicators for the future development of a Property Condition Index	Working with Ayres Associates to develop (Douglas Blueprint). Will be using data from Rural Growth Strategies. CCO documenting properties. Research documents have been compiled.
Clara	FUN-04	Work with consultants hired by The Enterprise and the City to begin development of a database 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 (RGS). Waiting for reports from RGS; likely July or August.
Clara	FUN-10B	Develop Community Facility concepts and brochures for approval by City Council.	In progress. Draft designs were done by PlanOne. Architect hired.
Clara	FUN-12B	Develop the Douglas Blueprint and complete Phase I.	Phase I Community Engagement completed. Working on Phase II.
Clara	PSE-12	Evaluate capacity of developer to develop Meadow Acres #4 subdivision.	Developer talking with companies and contractors to start construction on two of the lots. Also looking for buyers.
Clara	PSE-13	Evaluate and create plan of action for Meadow Acres #2.	In development.
Clara	UPI-05	Identify appropriate, visible location for "Jack" statue.	Converse County Tourism is going to find a location on the State Fair property.

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Heidi	UPI-06	Add one interactive feature at Jackalope Square.	Working on a “Master Plan” for Jackalope Square. Recommended project that is interactive and could be completed in FY24 to ACBT for input.
Heidi	UPI-09	Develop 4 or more cultural programming - events or activities that reflect Douglas' identity.	Finalizing details for Railroad days Street art during Jackalope Days, working with Teya on Adult book fair.
Clara	UPI-10	Promote attendance for at least 10 major public events not related to State Fair.	80% complete. Need to promote June events.
Clara	EIN-01	Sign contract with an interactive engagement platform by which citizens can be informed and communicate with the City.	SeeClickFix kickoff completed.
Clara	EIN-02	Install electronic message displays and coordinate messaging with at least 5 businesses.	Completed. Set up celebration.

**Inspections:** 136 Total

**Contractor Licenses:** 10

**Code Compliances Cases:** 15 Total (Citations Issued: 1, Court Cases: 0)

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

- Conditional Use Permit – Electronic Message Display Sign

**Ordinances:**

- Writing in progress.

**Currently Processing:**

- Guadalajara: State Fire Marshall plan review.
- Maverik Fuel Station and Convenience Store Building Plans: waiting for building plans.
- Minor Plat amendment for Senior Center Property.
- Annexation for Riverbend RV Park.
- Annexation for Landfill Road.
- Major Plat Amendment for Fairview Addition, Block 11, Lots 26-30.
- Downtown Historic District Review of Douglas Grocery for Mural.

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- Downtown Historic District Review of City Hall for Façade project.
- First Northern Bank: plans reviewed, waiting on contractor licensing for vertical construction.

## Construction in Progress:

- Medical Office Building remodel.
- Single-Family Residences.
- First Northern Bank foundation and excavation only permit issued.
- Fire Training Facility (2<sup>nd</sup> Street).
- Dairy building at the Wyoming State Fair.
- LaParele Apartment Renovations (violations including dumpster enclosure and snow removal).
- City of Douglas Annex Salt & Sand Building,
- Washington Park Picnic Shelter
- Building Permits for 2 Cell Tower Overhauls.
- Locker Room Remodel at the Rec Center.

## Grants:

- WYDOT TAP Grant – Design: 98% complete. Waiting on WYDOT approval.
- WYDOT TAP Grant – Construction: Contract documents finalized. Waiting on WYDOT approval.
- SS4A: Waiting on USDOT for contract documents.

## Other Projects:

- Comprehensive Plan: Douglas Blueprint compiling community engagement and building draft document.
- Downtown Vitalization: Working with Ayres Associates to develop scope and work community engagement in including 112 N. 2<sup>nd</sup> Street.
- Community Facility: Working with PlanOne on design. Architectural Services RFQ responses received. Architect hired.
- City Hall Façade: Mandatory pre-bid site visit scheduled for June 4, bid opening June 11.
- 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. Working on Western Planner multi-state conference to be held in Cheyenne in August.
- Working with City Attorney on implications of new bill regarding contractor license testing requirements.
- Hazard Mitigation Plan: Completed final review of draft document.
- Retail Coach: Working with Retail Coach and providing data; gave tour of community; setting up strategic partnerships and connections.
- Streamlining: CityWorks development is in progress.
- Public Relations: Attempting to post information to the City Facebook, Instagram, Website and Electronic Signs.

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**Historic Preservation Commission:** The celebrated Historic Preservation Month by delivering posters with historic pictures to building owners in the downtown area. They led 3 field trips with 3<sup>rd</sup> Grade classes, giving tours of the Downtown Historic District and the Pioneer Cemetery. They also led a clean up and tour for the public of the Pioneer Cemetery.

**Arts & Culture Board of Trustees (ACBT):** The Board is currently working on an appropriate aesthetic for Douglas and Ayres will be assisting with a “Brand Book”. The Board has chosen a few projects to complete in FY24 and submitted a budget request for FY25. The first major project, a mural at Douglas Grocery, was approved and will be “unveiled” at Jackalope Days.



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