

City Council Regular Minutes
October 27, 2025

1. Call to Order, Roll Call, and Pledge of Allegiance

Mayor Pexton called the meeting to order at approximately 4:00 p.m. Roll call was taken with the following City Council members present: Kim Pexton, Perry Hershberger, Matthew Schmidt. Ron McNare attended via phone call. Also present: Mike Armstrong, City Attorney; Clara Chaffin, Community Development Director; Devon Litzsinger, City Clerk; Todd Byerly, Chief of Police; John Harbarger, Public Works Director; Mary Nicol, Administrative Services Director/Treasurer; Michele Carter, Human Resources Director; and Linda Doane, Deputy City Clerk. JD Cox, City Manager, attended via Teams.

2. Disclosures by City Council Members

Mayor Pexton recused from item 11 a. Converse County Tourism & Promotions Board.

3. Approval of General Agenda (Corrections or Additions)

Councilmember Hershberger moved to Approve the General Agenda as presented. Seconded by Councilmember Schmidt. Motion carried 4-0.

4. Leadership Moment

Chief Byerly provided an inspirational speech.

5. Public Comments

None.

6. Approval of Consent Docket

Councilmember Schmidt moved to Approved Consent Docket as presented. Seconded by Councilmember McNare. Motion carried 4-0.

a. Minutes

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b. Bills & Claims

c. Other – Consent

Ordinance 1063: An Ordinance Amending Section 16.5.4.2(A) of the Douglas Municipal Code Pertaining to Residential Fences, 3rd Reading

Ordinance 1053: An Ordinance Amending Sections 16.5.9.1, 16.5.9.2(B), 16.5.9.3(A-D), Table 5.9-1, 16.5.9.4(B)(i), 16.5.9.4(C, H, J, & K), 16.5.9.5(A)(ii) of the Douglas Municipal Code Pertaining to Signs, 2nd Reading

7. Presentations

a. Presentation: Cutler Family

Mayor Pexton provided the Cutler Family with a framed photograph of Danny Cutler's drawing.

b. Proclamation: Extra Mile Day

Director Carter read a proclamation proclaiming November 1st as "Extra Mile Day".

c. Proclamation: National Public Works First Responders Day

Councilmember Hershberger read a proclamation proclaiming October 28th as "Public Works First Responders Day".

d. Proclamation: Operation Green Light

Chief Byerly read a proclamation proclaiming November 4-11 as a time to salute and honor the service and sacrifices of those transitioning from active service.

8. Discussion Items

a. City Water Station: Rural Water Trucks (Mayor Pexton)

A discussion was had regarding Rural Fire Trucks filling at the Bulk Water Station.

9. Public Hearing

a. Resolution 2025-34. A Resolution Amending the Budget Of The City Of Douglas, Wyoming, For The Fiscal Year 2026.

Mayor Pexton opened the public hearing at 4:22 pm. Director Nicol provided an overview. Public comment in favor or opposition: None. Closed public hearing at 4:25 pm. Councilmember Schmidt moved to Approve Resolution 2025-34 as presented. Seconded by Councilmember Hershberger. Motion carried 4-0.

b. Resolution 2025-32: A Resolution Vacating and Replatting all of Lots 18 through 37, inclusive, Block 2, and all of Lots 1 through 37 inclusive,

Block 3, and all of Lots 1 through 21 inclusive, Block 4, Meadow Acres No. 2, and all of Lots 44 Through 76, inclusive, Block 4, and all of Lots 24 Through 57, inclusive, and Tracts D & F, Block 5, Meadow Acres No. 2 Replat, and all of Meadow Acres No. 4 Addition, into the Community Center Subdivision.

Mayor Pexton opened the public hearing at 4:26 pm. Director Chaffin provided an overview. Public comment in favor or opposition: None. Closed public hearing at 4:37 pm. Councilmember Hershberger moved to Approve Resolution no. 2025-32 as presented. Seconded by Councilmember Schmidt. Motion carried 4-0.

- c. Resolution 2025-33: A Resolution Rezoning the Community Center Subdivision from R-1 Neighborhood Residential, R-2 Medium Density Residential, and R-3 Limited Mixed Residential to MU-PUD Mixed-Use Planned Unit Development Zoning District**

Mayor Pexton opened the public hearing at 4:39 pm. Director Chaffin provided an overview. Public comment in favor or opposition: Aaron Lore commented on mailboxes. Closed public hearing at 4:51 pm. Councilmember Schmidt moved to Approve Resolution 2025-33 as presented. Seconded by Councilmember McNare. Motion carried 4-0.

10. Tabled Items

- a. Charter Ordinance No. 1060: Liquor, Bar & Grill**

No action taken.

11. Council Action Items

- a. Appointment to Vacancy: Converse County Tourism & Promotions Board**

City Clerk Litzsinger provided an overview. Councilmember Hershberger moved to Table the appointment of the Converse County Tourism & Promotions Board at this time. Seconded by Councilmember Schmidt. Motion carried 3-0. Mayor Pexton abstained.

- b. Bid Acceptance: Capitol Hill Property**

Director Chaffin provided an overview. Councilmember Hershberger moved to Approve waiving bid bond requirement and approving the bid in the amount of \$17,335.00, subject to successful closing. Seconded by Councilmember Schmidt. Motion carried 4-0.

- c. Irrigation Audit Agreement: Steiner Thuesen PLLC**

Director Harbarger provided an overview. Councilmember McNare moved to accept Steiner Thuesen PLLC proposal for irrigation audit services and authorize the City Manager to sign all associated documents. Seconded by

Councilmember Hershberger. Motion carries 4-0.

d. Proposal: Steiner Thuesen PLLC Riverside Park & Douglas Parkway Xeriscape: Concept Planning & Design Services Proposal

Director Harbarger provided an overview. Councilmember Hershberger moved to accept the proposal from Steiner Thuesen PLLC for Riverside Park & Douglas Parkway Xeriscape: Concept Planning & Design Services authorize the City Manager to sign all associated documents. Seconded by Councilmember Schmidt. Motion carried 4-0.

12. Financial Report

a. September 2025

Director Nicol provided an overview.

13. Public Comments

None.

14. City Manager's Report

City Manager Cox provided a report on current happenings.

15. Council Information

a. Aid To Others Quarterly Report: Boys & Girls Club, Children's Advocacy Project, Converse Hope Center, High Country Behavioral Health, Laramie Peak Humane Society, OECC, Saving Grace Food Pantry, Wyoming State Fair Foundation

b. Minutes: Douglas Historic Preservation Commission, August 20, 2025

c. Minutes: Arts & Culture Board, September 2025

d. Notice of Possible Quorum: Downtown Trick-Or-Treat, October 31, 2025, 2 - 5 pm, City Hall, 101 N 4th St

e. Notice of Possible Quorum: City/County Breakfast, November 5, 2025, 7 - 730 am, MHCC Board Room

Councilmember Hershberger spoke about water supply issues. Mayor Pexton spoke regarding water consumption.

16. CircleBack Recap

City Clerk Litzsinger provided the circle back recap.

17. Good People Doing Good Things

Councilmember Schmidt applauded the middle school student who reported the incident on Friday to dispatch. He also applauded law enforcement for their handling of the situation. Councilmember Hershberger recognized members of the Cancer Awareness Task Force and their work on the Pink Flamingo Project. Mayor Pexton thanked the staff members who wore pink in recognition of Cancer Awareness Month. City Clerk Litzsinger applauded the Public Works Department for their presentation to the pre-school students. Citizen Aaron Lore gave a shout-out to Helping Hands and their work on their new building.

18. Community Update

a. Event Calendar

A video showcasing upcoming events was played. Councilmember Schmidt brought attention to the dispatch scarecrow. City Clerk Litzsinger thanked Jen Goodwin with the Enterprise for allowing the late entry for the scarecrow contest.

19. Executive Session

20. Adjourn

Councilmember Hershberger moved to Adjourn the regular City Council Meeting of October 27, 2025. Seconded by Councilmember Schmidt. Motion carried 4-0. Meeting adjourned at approximately 5:25 pm.

Kim Pexton, Mayor

ATTEST:

Devon Litzsinger, City Clerk
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