



CITY OF **DOUGLAS** WYOMING

REGULAR URBAN RENEWAL AGENCY MEETING
January 9, 2026 – 9:00 AM

Thank you for your cooperation in facilitating the public meeting process!

Reasonable accommodations for persons with disabilities who wish to participate in this public meeting shall be made upon request to the City Manager, at 307-358-3462

1. **Call to Order and Roll Call**
2. **Annual Election of Officers**
 - a. Election of Chair - 1 Year Term
 - b. Election of Vice Chair - 1 Year Term
 - c. Election of Secretary - 1 Year Term
 - d. Election of Treasurer - 1 Year Term
3. **Disclosures**
4. **Approval of Minutes**
 - a. Approval of Minutes 20251125 Meeting
5. **Action Items**
 - a. Seven Trails Urban Renewal Plan: Discuss and Consider Adoption
6. **Information - URA Formation Documents**
 - a. Bylaws: URA ByLaws Approved by City Council 20250512
 - b. Ordinance 1056: Ordinance Creating Douglas URA 20250512
 - c. Blight: Resolution 2025-14: Resolution of Findings by City Council 20250609
 - d. Blight: Conditions of Blight Report Adopted by City Council 20250609

7. **Future Possible Projects**

8. **Other Business**

9. **Adjourn**

Friday, January 9, 2026

Call to Order at:

Meeting Adjourned at:

Urban Renewal Agency Regular Minutes
November 25, 2025

1. Call to Order and Roll Call

Meeting was called to order. JD Cox, City Manager; Commissioners: Breck Wagstaff, Josh Moore, Melinda Trabing, and Morryah McCurdy attended. Commissioner Jay Hancock attended the training on Friday, November 21, 2025.

2. Disclosures

None.

3. Presentation by Mike Scholl, Ayres & Associates

A training presentation was provided by Mike Scholl with Ayres & Associates.

a. Presentation Power Point

4. Discussion on URA Role, Expectations, and Powers

5. Action Items (None)

6. Future Possible Projects

7. Adjourn

Meeting was adjourned.



Seven Trails Urban Renewal Plan and Project

City of Douglas
Spring 2026
Wagonhound | AVI, PC.

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Introduction



The City of Douglas adopted Ordinance No. 1056 and Resolution No. 2025-14 on May 12, 2025 authorizing the creation and use of powers for the Urban Renewal Agency. This action fulfilled the requirements in Wyo. Stat. § 15-9-106, § 15-9-107, § 15-9-133, and § 15-9-134 as the Governing Body adopted a resolution declaring one or more slum or blighted areas in the community and that the redevelopment of such areas are necessary for the health, safety, morals or welfare of the community; and the Governing Body delegated the authorities of Urban Renewal to the Douglas Urban Renewal Agency. By completing the previous actions and pursuant to Wyo. Stat. § 15-9-106, the City of Douglas has completed the prerequisites to exercise the authority conferred by the Wyoming Urban Renewal Code.

This plan serves to establish the Seven Trails Urban Renewal Plan and Project for the City of Douglas. The Seven Trails Urban Renewal Plan will overview the urban renewal boundaries of the project area, the conditions of blight identified in the project area, all authorized urban renewal activities, the project financing, the term of the plan, the

conformance of the urban renewal project with adopted City of Douglas plans, the conformance of the project with Wyo. Stat. § 15-9-110, and the procedures to amend the plan. The Seven Trails Urban Renewal Plan will be referred to the Urban Renewal Agency and City Planning Commission for recommendations. The plan and recommendations will be introduced before the Governing Body for final consideration through Resolution. The creation of the plan and adoption thereof serves to enable and fulfill Wyo. Stat. § 15-9-107 through § 15-9-111, § 15-9-113, § 15-9-115 through § 15-9-116, and § 15-9-119 through § 15-9-132.

The Seven Trails redevelopment is proposed to be an apartment complex on the north side of the property and to-be-determined uses on the southern end. Once subdivided, all lots will be in the Plan and Project area. It is proposed that the City of Douglas will utilize its Urban Renewal powers to aid the redevelopment. The City plans to use tax increment financing (TIF), enabled by Wyo. Stat. § 15-9-120, to aid in the completion of these objectives. This plan is submitted to the City of Douglas for consideration by AVI, PC on behalf of Wagonhound Land and Livestock.

Urban Renewal Boundaries

The Seven Trails Urban Renewal Plan encompasses all of Parcel 3 of the Seven Trails Commerce Center Subdivision. It is anticipated that the site will be subdivided into future lots which will be eligible for Urban Renewal activities. The Urban Renewal Plan and Project will also include all adjacent rights-of-way for any necessary public improvements. The image to the right depicts the aerial of the site from the County Assessor while the image below shows the zoning of the area.

Legal Description: SEVEN TRAILS COMMERCE CENTER, PARCEL 3



Conditions Survey

The City of Douglas adopted their preliminary Blight Study on May 12, 2025. The Blight Study stated that blight generally exists within the boundaries of the municipality, making all property within the boundaries of the City eligible for an Urban Renewal Plan and Project. Parcel 3 of the Seven Trails Commerce Center exhibits the following conditions of blight: predominance of defective or inadequate street layout; faulty lot layout in relation to size, accessibility or usefulness; and other conditions such as the inadequacy of utilities (namely water and sewer).



Conditions Survey

The summary of the blight conditions found on-site are as follows:

1. Predominance of Defective or Inadequate Street Layout

The Seven Trails property is approximately 30 acres with limited access off a major highway. Its accessibility is limited and may cause conflicts with its proximity to a major intersection. Furthermore, the site is constrained by the Wyoming Police Academy access, which may result in conflicts as the site develops. The street network through the area is not sufficient for urban development and connections will need to be planned and built-in accordance with WyDOT Standards. Due to the faulty street network adjacent to Parcel 3 and the limitations with the Policy Academy access, this condition of blight is met.



2. Inadequacy of Utilities

The Seven Trails Parcel 3 site is inhibited by a lack of adequate utilities in the vicinity. The paramount issue with utilities is the capacity of the water pump station shown in the adjacent image. This station is currently only sized to service the Policy Academy and is limited in use to the Policy Academy. This results in any development located on site needing to upgrade the pump station. This could be several million dollars and is cost prohibitive from a development prospective. Furthermore, sewer connections in the vicinity are limited with the likelihood of upsizing the size and capacity of any sewer connections down stream. This, coupled with water pump issue, illustrate the presence of blight on the parcel.



3. Faulty Lot Layout in Regard to Size, Accessibility, or Usefulness

It is notable that the study area lacks pedestrian connectivity. The lack of internal connections through the site lead to accessibility issues and the significant grade changes on site lead to concerns with connectivity. Additionally, the lack of pedestrian connectivity along a major Highway has the potential to create unsafe conditions for those who use alternative modes of transportation. The size of the lot, grade changes, Policy Academy access, and lack of pedestrian or bicycle connectivity meet this condition of blight.



Authorized Urban Renewal Activities

The conditions identified in the plan and project area yield that the property is in need of rehabilitation and that such redevelopment is in the best interest of the public health, safety, morals and welfare of the community. This Urban Renewal Plan and Project proposes the City of Douglas use the Urban Renewal powers authorized in Wyo. Stat. § 15-9-113 to:

- ◇ Enhance public utilities as necessary, specifically the water pump station capacity and the sewer line upsizing and extension necessary to serve the site;
- ◇ improve stormwater facilities on the site;
- ◇ remediate any environmental contamination;
- ◇ improve any streets and curb, gutter, and sidewalks; and
- ◇ to the maximum extent possible under Wyoming law and the Wyoming Constitution, facilitate economic development and site beautification.

Tax Increment Financing

Pursuant to Wyo. Stat. § 15-9-120, the Seven Trails Urban Renewal Plan authorizes the use of tax increment financing for the Urban Renewal Project Area as identified in the Urban Renewal Boundaries. Upon passage of the Resolution for this Urban Renewal Plan, taxes levied upon taxable property in:

- ◇ Seven Trails Commerce Center, Parcel 3 (and any subdivisions of the property thereof); shall be divided as follows:
 - a. *That portion of the taxes which would be produced by the rate upon which the tax is levied each year by or for each of the taxing agencies upon the total sum of the assessed value of the taxable property in the urban renewal project as shown upon the assessment roll used in connection with the taxation of the property by the taxing agency, last equalized prior to the effective date of the urban renewal project shall be allocated to and, when collected, paid into the funds of the respective taxing agencies as taxes by or for those taxing agencies on all other property are paid; and*
 - b. *That portion of the levied taxes each year in excess of the amount specified in paragraph (a) of this section shall be allocated to and, when collected, paid into a special fund of the City of Douglas to pay the principal and interest on loaned money advanced to, or any indebtedness (whether funded, refunded, assessed, or otherwise) incurred by the City or the Urban Renewal Agency, unless the total assessed valuation of the taxable property for the aforementioned properties exceeds the total assessed value of the taxable property in the project as shown by the last equalized assessment roll referred to in paragraph (a) of this section, all of the taxes levied and collected upon the taxable property in the urban renewal project shall be paid into the funds of the respective taxing agencies. When any loans, advances and indebtedness, if any, and interest have been paid in full, all monies thereafter received from taxes upon the taxable property in the urban renewal project shall be paid into the funds of the various taxing agencies as taxes on all other property are paid.*

Tax Increment Financing

The tax increment will be used to fulfill the purposes of Wyo. Stat. § 15-9-121, which reads:

In any urban renewal plan or in proceedings for the advance of monies or making of loans or the incurring of any indebtedness by the municipality or agency to finance or refinance in whole or in part the urban renewal project, the portion of the taxes specified in W.S. 15-9-120(a)(ii) may be irrevocably pledged for the payment of the principal of and interest on those loans or advances or that indebtedness.

The City will utilize the TIF to pay principal and interest on loans the City or a designated developer(s) receives for the purposes of carrying out the activities specified in this plan.



Plan Financing

As mentioned in the previous section, the Seven Trails Urban Renewal Plan and Project will utilize tax increment financing. The base tax collected of the property included in the plan boundaries is \$5,115.17. Like other Urban Renewal Plans and Project in the State each project will be required to perform individually, meaning the project will only be able to collect TIF from the increment it creates. The northern portion of the project will include the development of apartment units comprised of studio, one-bedroom, and two-bedroom units while the southern portion's development is yet to be determined. Each lot will be eligible to utilize the increment that it produces individually; however, they may work together for the water pump station capacity and the sewer line upsizing and extension necessary to serve the site. The TIF projections for the specified project will be provided once the Plan and Project is approved. These projections will be based off of nearby apartment projects and examples found throughout the State. However, the total project cost for both phases of the Stencil development is anticipated to be \$40 million, or approximately \$20 million per phase.

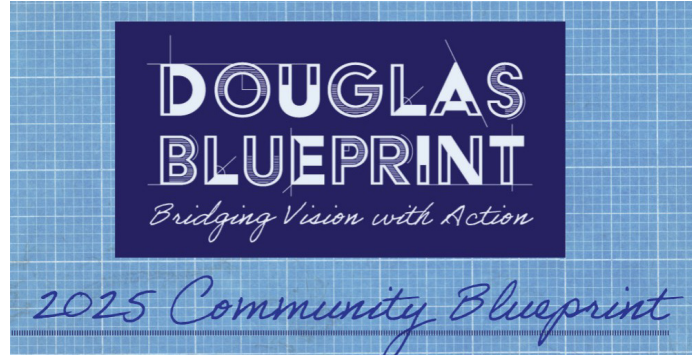
Based on similar projects in the community and state, such as the Jolly Rogers and West Downtown Urban Renewal plans in Cheyenne, the increment is projected to be approximately \$310,000 per year. This is subject to change as the uses on the southern portion of the property are yet to be determined.



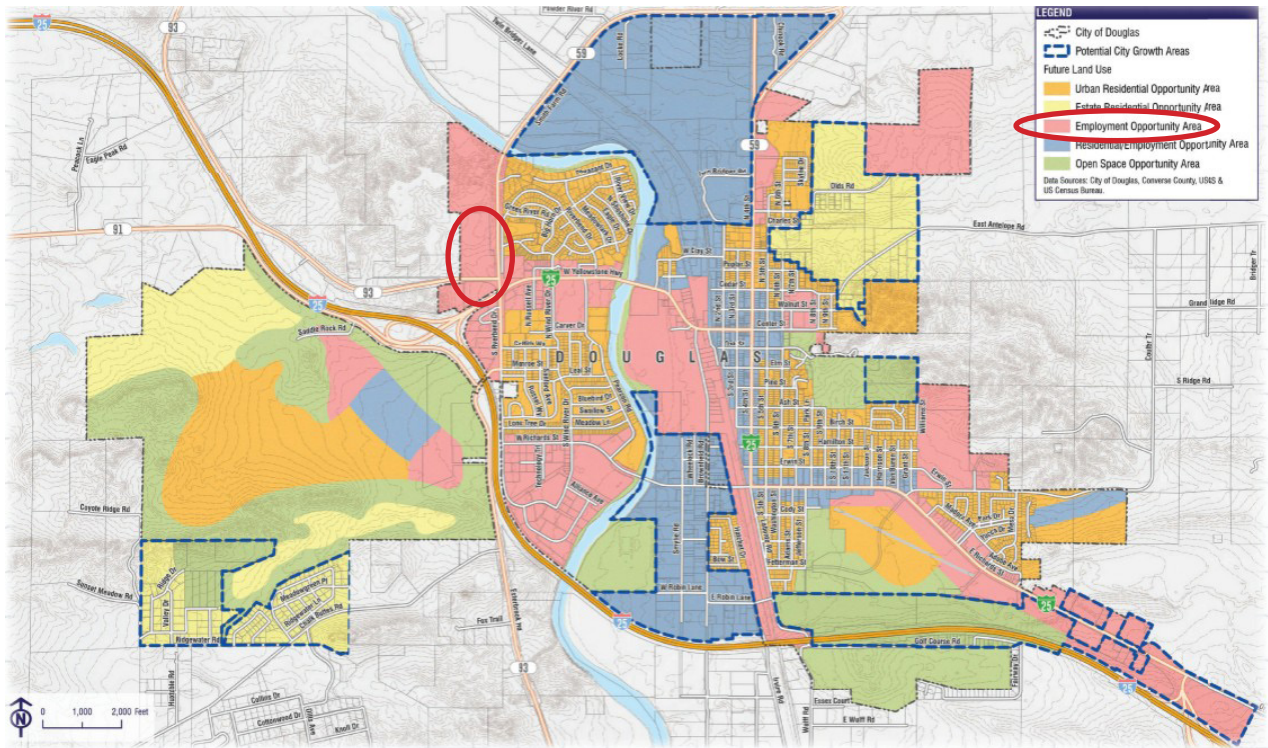
Conformance with Comprehensive Plan

The 2025 Community BluePrint is the Comprehensive Plan for the City of Douglas. The Seven Trails Urban Renewal Plan and Project substantially conforms to the Comprehensive Plan. Notably, the Urban Renewal undertaking addresses:

- ◇ West Yellowstone District Goals and Priorities: Remove barriers to investment and capitalize on new and existing business expansion plans (Page 26)
- ◇ Housing Strategy Direction: Consider incentives and infrastructure partnerships for infill projects and multifamily units in key areas like Downtown. (Page 32)
- ◇ Housing Strategy Direction: Implement strategies to attract developers to build more housing options, especially multifamily units, townhomes, middle- and entry-level homes, by offering incentives and support for new construction. (Page 32)
- ◇ Housing Strategy Direction: Allow and encourage a mix of housing product types within new and redeveloped areas to meet the varied needs of the community, such as affordability or aging in place (Page 32)



The future land use map designates the subject properties as Employment Opportunity Area. The Employment Opportunity Area designation applies to a wide range of community and regional retail, office, business, and other commercial uses. The Seven Trails Plan achieves this by anticipating commercial uses on the southern portion of the property and providing housing for future employment opportunities.



Conformance with §15-9-110

In order for an Urban Renewal Plan and Project to be approved the Governing Body must find that the plan meets the review criteria found in Wyo. Stat. § 15-9-110(a) and (b). Due to the fact that the Seven Trails Urban Renewal Plan does not consist of open space to be acquired by the municipality, the plan will not address the findings of Wyo. Stat. § 15-9-110(b). Pursuant to Wyo. Stat. § 15-9-110(a), the plan achieves the following requirements:

Criterion

Conformance

- | | |
|---|---|
| <p>i. <i>A feasible method exists for the relocation of families who will be displaced from the urban renewal area in decent, safe and sanitary dwelling accommodations within their means and without undue hardship to those families;</i></p> | <p>The Plan and Project area do not consider any residential properties; therefore, there is no need to consider relocation of families. The proposed project on the subject property will include several apartment units.</p> |
| <p>ii. <i>The urban renewal plan conforms to the general plan of the municipality as a whole;</i></p> | <p>The 2025 Community BluePrint is the Comprehensive Plan for the City of Douglas. As discussed in the previous section, the Seven Trails Urban Renewal Plan conforms to the Douglas Comprehensive Plan.</p> |
| <p>iii. <i>The urban renewal plan gives due consideration to the provision of adequate park and recreational areas and facilities that may be desirable for neighborhood improvement, with special consideration for the health, safety and welfare of children residing in the general vicinity of the site covered by the plan;</i></p> | <p>The proposed development will contain adequate recreation facilities and pedestrian connectivity between the variety of uses anticipated on site. Furthermore, the site is in close proximity to the North Platte River and the open spaces found adjacent to this recreational amenity.</p> |
| <p>iv. <i>The urban renewal plan affords maximum opportunity, consistent with the municipality's needs, for the rehabilitation or redevelopment of the urban renewal area by private enterprise.</i></p> | <p>The Seven Trails Urban Renewal Plan and Project is the first Urban Renewal Plan submitted to the City of Douglas by private enterprise. The City cooperating with the development of the property with TIF funding will allow the project vision to come to fruition.</p> |

Plan Term and Amendment Procedures

The Term of the Seven Trails Urban Renewal Plan is 25 years from the approval of the Resolution by the Governing Body. The Plan shall be effective pursuant to Wyo. Stat. § 15-9-111(b). If the Governing Body deems that all projects have been accomplished and all debts incurred to finance those projects and all expenses of the Authority have been repaid, the Governing Body may declare this Plan fully implemented and the total tax collections derived from this Plan Area shall be paid into the funds of the appropriate taxing entity.

This plan shall be amended pursuant to Wyo. Stat. § 15-9-111(a). All modifications to this Plan will be referred from the Urban Renewal Authority Board to the City of Douglas Governing Body and shall be approved by Resolution.



BYLAWS OF THE DOUGLAS URBAN RENEWAL AGENCY

ARTICLE I - NAME AND LOCATION

1.1 Name and Location. These Bylaws relate to the Douglas Urban Renewal Agency (hereinafter referred to as the “**Agency**”). The principal office of the Agency shall be located at such specific location as may be designated by the Board, which shall be located in the City of Douglas.

ARTICLE II - BACKGROUND

2.1 Formation. The Agency was formed pursuant to W.S. § 15-9-101 (the “**Wyoming Urban Renewal Code**”), and the adoption of City of Douglas Ordinance No. 1056 creating Chapter 2.34 “Urban Renewal Agency” of Title 2, Administration and Personnel, of the Code of Ordinances of the City of Douglas, Wyoming (the “**Douglas Urban Renewal Agency Code**”). These Bylaws are subject to the provisions of the Wyoming Urban Renewal Code and Douglas Urban Renewal Agency Code. To the extent that the Wyoming Urban Renewal Code and the Douglas Urban Renewal Agency Code or any revisions to them conflict with these Bylaws, then such provisions and revisions are deemed to automatically amend and modify these Bylaws.

2.2 Preliminary Findings and Election of Powers. As required pursuant to W.S. § 15-9-134(a), the City of Douglas has made the finding prescribed in § W.S. 15-9-106 and has elected to have urban renewal powers exercised by the Agency as provided in W.S. § 15-9-133.

ARTICLE III - BOARD

3.1 The Agency’s Board of Commissioners. The term “Board” shall mean and refer to the Board of Commissioners of the Agency, and “Commissioners” shall mean the commissioners appointed to the Board. As provided in W.S. § 15-9-134(e): the powers of the Agency shall be exercised by the Commissioners thereof, a majority of the Commissioners constitute a quorum for all purposes, action may be taken by the Agency upon a vote of a majority of the Commissioners present, and annually, at their first meeting and subsequently, the Board shall elect its officers, where each officer shall hold office for a term of one (1) year and until his successor is elected and qualified. The Board may delegate the management activities to any officer, provided, however, that the activities and affairs of the Agency shall be directed, overseen and managed, and the corporate powers exercised, under the ultimate direction of the of the Board. The Board and Agency have the powers and duties set forth in the Wyoming Urban Renewal Code and the Douglas Urban Renewal Agency Code.

3.2 Number; Terms; Appointments; Certificate of Appointment and Reappointment. There shall be five (5) commissioners on the board, who shall be appointed **by the mayor of the City of Douglas, by and with the consent and advice of the local governing body** and shall hold office for terms as set forth in W.S. § 15-9-134 (b) and (c). Upon the appointment of any

Commissioner, a certificate of appointment shall be filed with the City Clerk for the City of Douglas as required under W.S. § 15-9-134(c).

3.3 Removal; Vacancies. A Commissioner may be removed by the process set forth in W.S. § 15-9-134(f). Any vacancies shall be replaced by the mayor of the City of Douglas, by and with the consent and advice of the local governing body as set forth in W.S. § 15-9-134 (b). Any Commissioner may resign, which resignation shall be effective upon giving written notice to the Chair or the Secretary of the Agency or the Board, unless the notice specifies a later time for the resignation to become effective.

ARTICLE IV - MEETINGS OF COMMISSIONERS

4.1 Regular Meetings. Regular meetings of the Board shall be scheduled at a time and frequency convenient for the majority of the Commissioners, while meeting statutory requirements for open meetings and transparency. Regular meetings of the Board shall be held at least annually at such place within the City of Douglas and at such hour as may be fixed from time to time by resolution of the Board, in compliance with open meetings requirements in W.S. § 16-4-404. The notice of the regular meeting shall be given to each Commissioner not less than four (4) days prior to the scheduled time of the meeting by one of the following methods: (a) by personal delivery; (b) written notice by first-class mail, postage prepaid; (c) by telephone communication, either directly to the director or to a person at the director's office who would reasonably be expected to communicate such notice promptly to the director; or (d) by facsimile or electronic mail. Notice of any meeting need not be given to any Commissioner who has signed a waiver of notice or a written consent to holding of the meeting, and any Commissioner who attends a meeting shall be deemed to have waived any objection to a lack of notice of a meeting.

4.2 Special Meetings. Special meetings of the Board shall be held when called by written notice signed by the Chair or Secretary of the Agency, or by any two (2) Commissioners, in compliance with open meetings requirements in W.S. § 16-4-404. The notice shall specify the time and place of the meeting and the nature of any special business to be considered. The notice of the special meeting shall be given to each Commissioner not less than four (4) days prior to the scheduled time of the meeting by one of the following methods: (a) by personal delivery; (b) written notice by first-class mail, postage prepaid; (c) by telephone communication, either directly to the director or to a person at the director's office who would reasonably be expected to communicate such notice promptly to the director; or (d) by facsimile or electronic mail.

4.3 Emergency Meetings. An emergency meeting of the Board may be called by the Chair or by any two directors, if there are circumstances that could not have been reasonably foreseen which require immediate attention and possible action by the Board, and which of necessity make it impracticable to provide the notices required by Section 6.1 and Section 6.2, in compliance with open meetings requirements in W.S. § 16-4-404.

4.4 Open Meetings. Except as provided under applicable law, including, but not limited to, W.S. § 16-4-405 and permitted executive sessions, all meetings of the Board shall be open to the public. The Board shall establish a period of time for general public comment at all

meetings of the Board and shall allocate a reasonable time limit for such general public comment period and permit any member of the public to speak during such public comment period within such time limit.

4.5 Telephone/Electronic Meetings. Any meeting, regular or special, may be held by conference telephone, electronic video screen or other communication equipment, so long as all of the following apply:

(i) Each Commissioner participating in the meeting can communicate with all of the other Commissioners concurrently.

(ii) Each Commissioner is provided the means of participating in all matters before the Board, including, without limitation, the capacity to propose or to interpose an objection to a specific action to be taken by the Agency.

(iii) The Board adopts and implements some means of verifying both of the following: (a) A person participating the meeting is a Commissioner or other person entitled to participate in the Board meeting; and (b) All actions of, or votes by, the Board are taken or cast only by the Commissioners and not by persons who are not Commissioners.

(iv) Arrangements shall be made to enable any member of the public who desires to listen to the telephone/electronic meeting of the Board, to be able to do so.

4.6 Meeting Procedures. Meetings shall be conducted in a professional and organized manner. The Chair will call the meeting to order, introduce each agenda item, and may request a staff report as appropriate. After the staff report, Commissioners may ask questions or offer comments. The Chair will then invite public comment when applicable. Following discussion, the Chair will call for a motion, ask for a second, and, if needed, open the floor for final discussion. A vote will then be taken. Once all items have been addressed, the Chair will adjourn the meeting.

4.7 Review Criteria for Projects Requesting Tax Increment Financing Assistance. Projects requesting tax increment financing assistance shall be submitted 3 weeks prior to the next regularly scheduled Urban Renewal Agency meeting. In reviewing, providing comments, and making recommendations and decisions on a proposed tax increment financing assistance application, the staff and Urban Renewal Agency shall consider the following criteria:

(i) The project is within an area determined to be blighted by the Governing Body. The blight determination must be detailed in a Blight Study and adopted by the Governing Body through resolution.

(ii) The project is in accordance with the development policies and physical patterns identified in the Comprehensive Plan and any other official plans and policies for the specified area.

(iii) The project has demonstrated a financial feasibility gap or may not be constructed without the tax increment financing assistance.

(iv) The project development team has demonstrated experience in completing projects of similar complexity to the proposed project.

(v) The project development team has demonstrated the financial capability of completing the proposed project with the tax increment financing assistance.

(vi) The project responds to existing or future market conditions or fulfills a significant need in the community.

(vii) The project will result in increased job creation, tax generation, development, or other economic development considerations in the immediate vicinity of which it is proposed.

(viii) Any other criteria deemed appropriate by the Urban Renewal Agency Board.

4.8 Consideration for Projects Requesting Overages for an Approved Tax Increment Financing Assistance Application. Projects requesting additional tax increment financing assistance for an approved application shall be submitted 3 weeks prior to the next regularly scheduled Urban Renewal Agency meeting. The Urban Renewal Agency has established a contingency to fund an overage up to 20% may be considered depending on the circumstances presented by the applicant. Projects requesting more than 20% in overages must show compelling circumstances for the overages to be considered by the Urban Renewal Agency. It shall be the responsibility of the applicant to provide all information for the reason of the overage to the Urban Renewal Agency. The Urban Renewal Agency reserves the right to approve or deny any application for overages including those under the 20% threshold.”

ARTICLE V - OFFICERS AND THEIR DUTIES

5.1 Enumeration of Officers. The officers of this Agency shall be a Chair, a Vice Chair, a Secretary, and a Treasurer, and such other officers as the Board may from time to time by resolution create. The Chair and Secretary shall be members of the Board and any other officer may be a member of the Board.

5.2 Election of Officers and Term. The initial election of officers shall take place at the first meeting of the Board, and thereafter annually, as provided in W.S. § 15-9-134(e). Each officer of this Agency shall serve for a term of one (1) year and until his successor is elected and qualified, or until he or she resigns, or is removed by action of the Board.

5.3 Resignation and Removal. Any officer may be removed from office by the Board with or without cause. Any officer may resign at any time by giving written notice to the Board, the Chair or the Secretary. Such resignation shall take effect on the date of receipt of such notice or at any later time specified therein, and unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

5.4 Vacancies. A vacancy in any office may be filled by appointment by the Board.

5.5 Duties. The duties of the officers are as follows:

A. Chair. The Chair shall preside at all meetings of the Board; shall carry out the decisions and directions of the Board. The Chair shall have the general powers and duties of management usually vested in the office of the Chair of a corporation and shall have such powers and duties as may be prescribed by the Board or by these Bylaws.

B. Vice Chair. The Vice Chair shall act in the place and stead of the Chair in the event of his or her absence, inability or refusal to act, and shall exercise and discharge such other duties as may be required by the Board.

C. Secretary. The Secretary shall record the votes and keep the minutes of all meetings and proceedings of the Board; serve notice of meetings of the Board; and shall perform such other duties as required by the Board.

D. Treasurer. The Treasurer shall receive and deposit in appropriate bank accounts all monies of the Agency and shall disburse such funds as directed by resolution of the Board; shall keep proper books of account; shall prepare and shall distribute budgets and financial statements to the Board as required under these Bylaws and by applicable laws.

ARTICLE VI - COMMITTEES

6.1 Other Committees. The Board shall appoint such committees as deemed appropriate in carrying out its purpose.

6.2 Limitations on Committees. No committee, regardless of Board resolution, may: (a) take any final action on matters which, under the laws of Wyoming, also requires Commissioners' approval; (b) fill vacancies on the Board or in any committee; (c) amend or repeal Bylaws or adopt new Bylaws; (d) amend or repeal any resolution of the Board; (e) appoint any other committees of the Board or the members of those committees; (f) approve any transaction to which the Agency is a party and in which one (1) or more Commissioners have a material financial interest. The purpose of all committees shall be to assist the Board in the development of policies and to assist in the oversight and assessment of the Agency policies. No committee shall be assigned, delegated, or chartered in any manner, which would authorize them to take final action in the name of the Agency. No committee, officer of a committee, or member of the committee shall take any action that is assigned to the office of the Chair or other officers of the Agency. All committees shall report to the Board and shall serve at the pleasure of the Board. Committees of the Board shall not have authority to direct contractors, agents, or officers of the Agency.

ARTICLE VII - AMENDMENTS

7.1 Amendments by Board. These Bylaws may be amended by the majority vote of a majority of the Directors.

CITY OF DOUGLAS, WYOMING



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INTRODUCTION

The City of Douglas is in the process of establishing an Urban Renewal Agency (URA) pursuant to Wyoming State Statutes §15-9-101 through §15-9-137. The purpose of the URA is to address conditions of slum and blight within the city, as defined under state law.

Under §15-9-106, the first step in initiating urban renewal is for the local governing body to formally determine the existence of blight. This requires adopting a resolution stating that one or more areas meet the statutory definition of slum or blight and that revitalization—through rehabilitation, redevelopment, or conservation—is necessary to protect public health, safety, and general welfare.

Once this determination is made, the City may officially establish a URA, which will be empowered under §15-9-134 to implement the Wyoming Urban Renewal Plan. The URA may then designate specific project areas where tax increment financing (TIF) and other redevelopment tools can be used to attract investment and stimulate economic revitalization.

To support this process, Ayres Associates prepared the accompanying study to meet the statutory requirements of §15-9-106 and assist in the creation of the URA. The study:

Summarizes applicable state statutes

Describes the methodology used to identify blight

Documents blight conditions in three areas of the community

The findings conclude that sufficient conditions exist, and it is in the City's best interest to establish a URA. It is important to note that the scope of the City's urban renewal efforts is not limited to the areas identified in this study. Adoption of the resolution does not commit the City to specific projects but instead provides a framework for identifying and advancing future urban renewal opportunities.



WYOMING STATE STATUTE

The State of Wyoming grants municipalities the authority to create Urban Renewal Agencies (URAs) under Wyoming Statutes §15-9-101 through §15-9-137. These statutes outline the procedures and powers associated with forming a URA and pursuing urban renewal efforts. Of particular importance is §15-9-106, which sets the requirements for adopting a resolution to establish a URA.

According to the statute:

A municipality may not exercise the powers granted under the Urban Renewal Code until the local governing body, either on its own initiative or through a petition signed by at least twenty-five (25) registered voters, adopts a resolution stating that:

1. One or more slum or blighted areas exist within the municipality; and
2. Rehabilitation, conservation, redevelopment, or a combination thereof is necessary in the interest of public health, safety, morals, or welfare.

To determine whether an area qualifies as slum or blighted, Wyoming Statute §15-9-103 provides clear definitions:

Blighted Area – Defined as an area with a substantial presence of deteriorated or deteriorating structures, poor street or lot layout, unsafe or unsanitary conditions, neglected site improvements, or conditions that pose risks to life or property. These factors, either individually or in combination, must substantially impair the municipality's growth, limit housing options, or pose a public burden. Open lands or designated disaster areas may also qualify under specific conditions (WY Stat. §15-9-103(A)(iii)).

Slum Area – Defined as an area dominated by aging, deteriorating, or obsolete buildings—residential or nonresidential—that suffer from poor ventilation, overcrowding, lack of sanitation, or other unsafe conditions that are harmful to public health, safety, or welfare (WY Stat. §15-9-103(A)(xvi)).

This study applies these statutory definitions to assess and document the presence of blight in Douglas. The findings presented in this report fulfill the requirements of §15-9-106, supporting the potential adoption of a resolution of blight and the formation of an URA. While the remaining sections of the Urban Renewal Code outline the full scope of URA powers, only those directly related to the resolution process are discussed here.



METHODOLOGY

To identify key focus areas within the community, a survey was developed to assess the presence of blight. The survey outlined several blight conditions as defined by Wyoming State Statute §15-9-103. These conditions are summarized in the accompanying box. The “Other” category refers to the statute’s inclusion of areas where a combination of factors “substantially impairs or arrests the sound growth of a municipality, retards the provision of housing accommodations, or constitutes an economic or social liability and is a menace to the public health, safety, morals, or welfare in its present condition and use” (WY Stat. §15-9-103(iii)).

The survey allowed the community to check off applicable blight conditions and provide descriptions of specific indicators supporting the presence of each condition. Additional notes could be included to capture any other relevant observations. Unlike neighboring states such as Colorado, Wyoming Urban Renewal Code, it does not limit the community from evaluating additional areas in the future.

On behalf of the community, the consultant completed surveys for three locations to meet the statutory requirement that “one (1) or more slum or blighted areas exist in the municipality.” This study provides the foundation for the initiative resolution that enables the community to exercise the powers granted by the Wyoming Urban Renewal Code. It does not limit the community from evaluating additional areas in the future. Surveys were conducted on April 24, 2025, and are detailed in this report. The areas identified as containing blight include:

- 112 N. 2nd Street.
- Downtown District encompassing N. and S. 2nd Street as well as N. and S. 3rd Street near Center Street.
- Highway 87 Corridor and former Douglas Motorsports Park and Douglas Municipal Airport.
- East Antelope Creek and Clay Street corridor.
- Seven Trails Commerce Center.

The following sections provide a detailed summary of the conditions observed within each area.

Blight Conditions

- Deteriorated or deteriorating structures
- Predominance of defective or inadequate street layout
- Faulty lot layout in relation to size, accessibility, or usefulness
- Unsanitary or unsafe conditions
- Deterioration or site or other improvements
- Diversity of ownership, tax, or other special assessments
- Delinquency exceeding the fair value of the land
- Defective or unusual conditions of title
- Existence of conditions that endanger life or property by fire or other causes
- Other



BLIGHT SURVEY AREAS

This section provides a summary of the blight surveys completed during the evaluation process. For each area, the blight conditions observed on-site are reviewed, with specific examples documented during the field visits. Photographs and completed survey forms are included in the Appendices. It is important to note that the areas identified in this report are not designated as official urban renewal project areas; instead, they serve as examples of where blight exists within the community.



112 N. 2ND STREET

As shown on the map, the property located at 112 N. 2nd Street includes a building that has been the focus of redevelopment efforts for over five years with limited success. The property had previously been the site of a two-story, mixed-use building in the heart of the City's downtown district. The property has collapsed leaving only the historic front façade, which was preserved in anticipation of a proposed building project. In addition, the basement was left exposed and filled with water causing some potential structural issues with the adjacent buildings posing additional concerns for safety. Notes are included in Appendix I.

- 1. Deteriorated and Deteriorating Structures:** The building and building site contain several examples of deteriorating and deteriorated structures as shown in Appendix I. There is evidence of construction debris and other discarded materials. The wall itself is held by wood and steel framing and covered with plywood.
- 2. Unsanitary of Unsafe Conditions:** There was evidence of bird infestation along the back side of the wall. Birds were moved within the structural elements and nests were clearly observed embedded within the structural elements.
- 3. Deterioration of Site or Other Improvements:** The site has shown deterioration due in part to accumulation of water in the basement area. There are also clear structural issues with adjacent buildings.
- 4. Existence of Conditions which Endanger Life or Property by Fire and other causes:** The front façade is at risk of falling over due to wind and general deterioration caused by age.

BUILDING LOCATED AT 112 N 2ND STREET
WITH UNSAFE CONDITIONS



DETERIORATION IS PRESENT WITH THE STRUCTURE
LARGELY DEMOLISHED EXCEPT THE FRONT FACADE



DOWNTOWN DISTRICT

The area shown on the map includes areas in and around Center Street near 2nd and 3rd Streets. This area is the traditional center of commerce for the City of Douglas and includes a number of older historic buildings, along with a mix of retail, commercial and industrial properties. Situated adjacent to the railroad corridor, the area demonstrates an area of blight within the community. Notes are included in Appendix II.

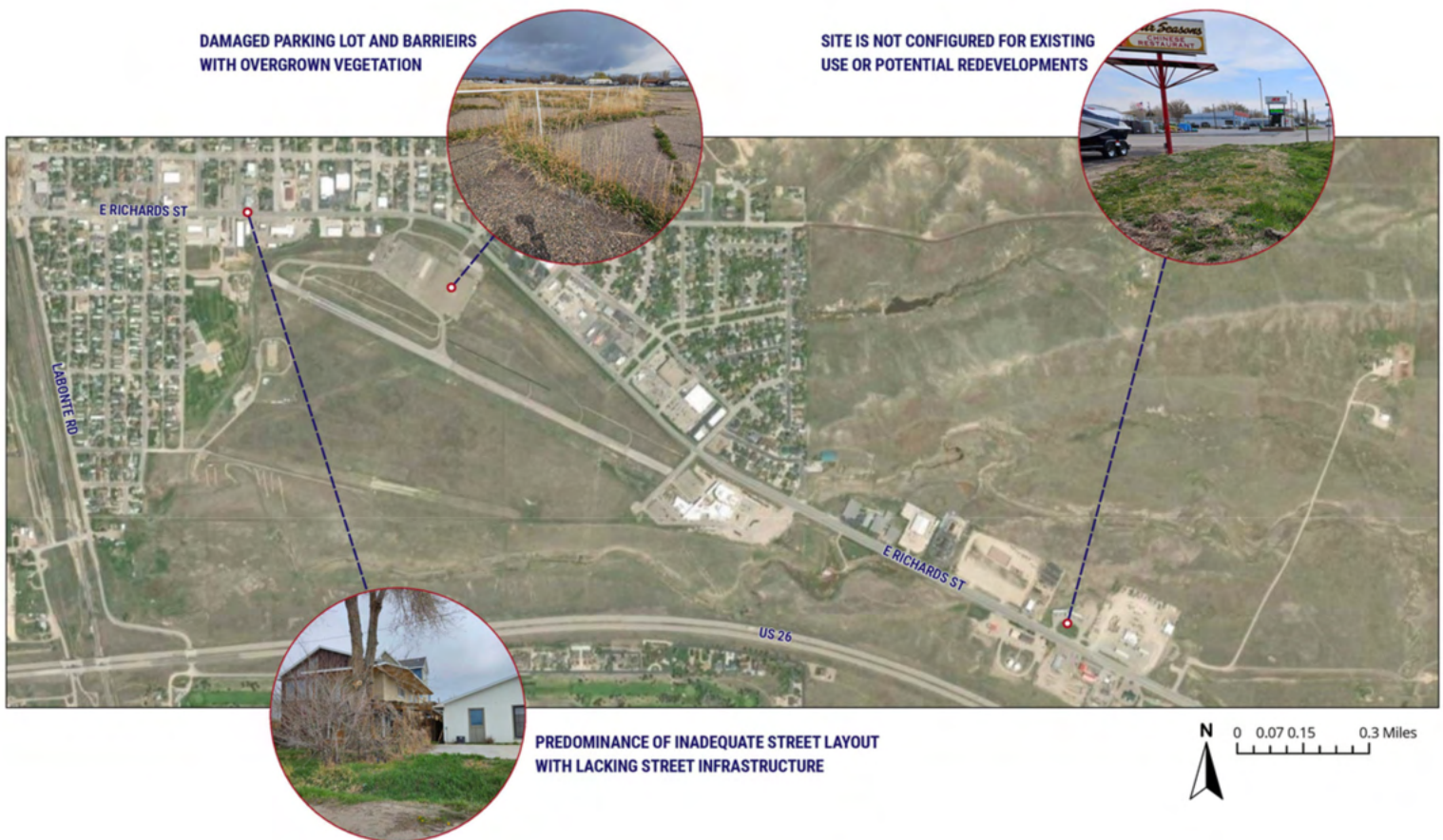
1. **Deteriorated and Deteriorating Structures:** The district contains numerous examples of deteriorated or deteriorating structures. There were several buildings that appeared to be vacant and unoccupied, including buildings along the rail corridor and 3rd Street.
2. **Predominance of Defective or Inadequate Street Layout:** The area is bisected by the railroad corridor and the street layout includes a partial alley, which limits opportunities for reinvestment. There are also areas that lack sidewalks, and other pedestrian facilities common in downtown districts.
3. **Unsanitary of Unsafe Conditions:** There were several vacant buildings with signs of damage. The buildings along Center Street showed signs of deterioration and cracking that may indicate a sign of structural issues.
4. **Deterioration of Site or Other Improvements:** There were numerous incidents of damaged pavement, curb, and sidewalks that were observed and documented. This included area in the alley, as well as along Center Street and 3rd Street. Uneven pavement, and sidewalks were also prevalent.
5. **Other:** Several buildings have deteriorated and are no longer used or inadequate for the intended purpose. This includes a gas station along Center Street, an outdated movie theater, and other retail spaces. There also were signs of the possibility of an underground storage tank from previous use as a gas station.



HIGHWAY 87 CORRIDOR

The area shown on the map includes the properties in and around the Highway 87 corridor, this includes the former Douglas Motorsports Park, which is now closed. The area is generally a mix of retail and commercial including strip malls and motels along with a County facility. This site has been the focal point of redevelopment by the City since the closure of the Motorsports Park. Additional images and notes are included in Appendix III.

1. **Deteriorated and Deteriorating Structures:** The area includes an overgrown parking lot, owing to its previous use as a drag racing facility. The lot is marked by weeds, damaged barriers, and damaged signs.
2. **Predominance of Defective or Inadequate Street Layout:** The site lacks a street layout or infrastructure to support redevelopment. The existing access points from Highway 87 are inadequate and will require extensive investment to support future redevelopment.
3. **Faulty Lot Layout in Relation to Size, Accessibility, or Usefulness:** The site is not configured in a manner that would promote redevelopment owing to its history as an airport and racing facility. It lacks interior road and utility infrastructure.
4. **Deterioration of Site or Other Improvements:** There were numerous incidents of damaged pavement, curb, and sidewalks along the corridor that were observed and documented. There were a number of areas that lacked adequate stormwater facilities and would require additional infrastructure investments.
5. **Other:** Property has deteriorated and is no longer used for its intended purpose. Given its previous use as both an airport and drag racing facility, there are concerns that some environmental conditions may exist.



EAST ANTELOPE CREEK AND CLAY STREET CORRIDOR

The area shown on the map includes the area adjacent to East Antelope Creek and stretching across the railroad tracks covering E. and W. Clay Street. The area has experienced significant flooding during heavy rainfall and needs investments to correct the deficiencies. The area is a mix of housing types including single-family, mobile home parks, along with a former laundromat. Along W. Clay Street, there is some evidence of previous industrial use in the areas adjacent to the railroad. Additional images and notes are included in Appendix IV.

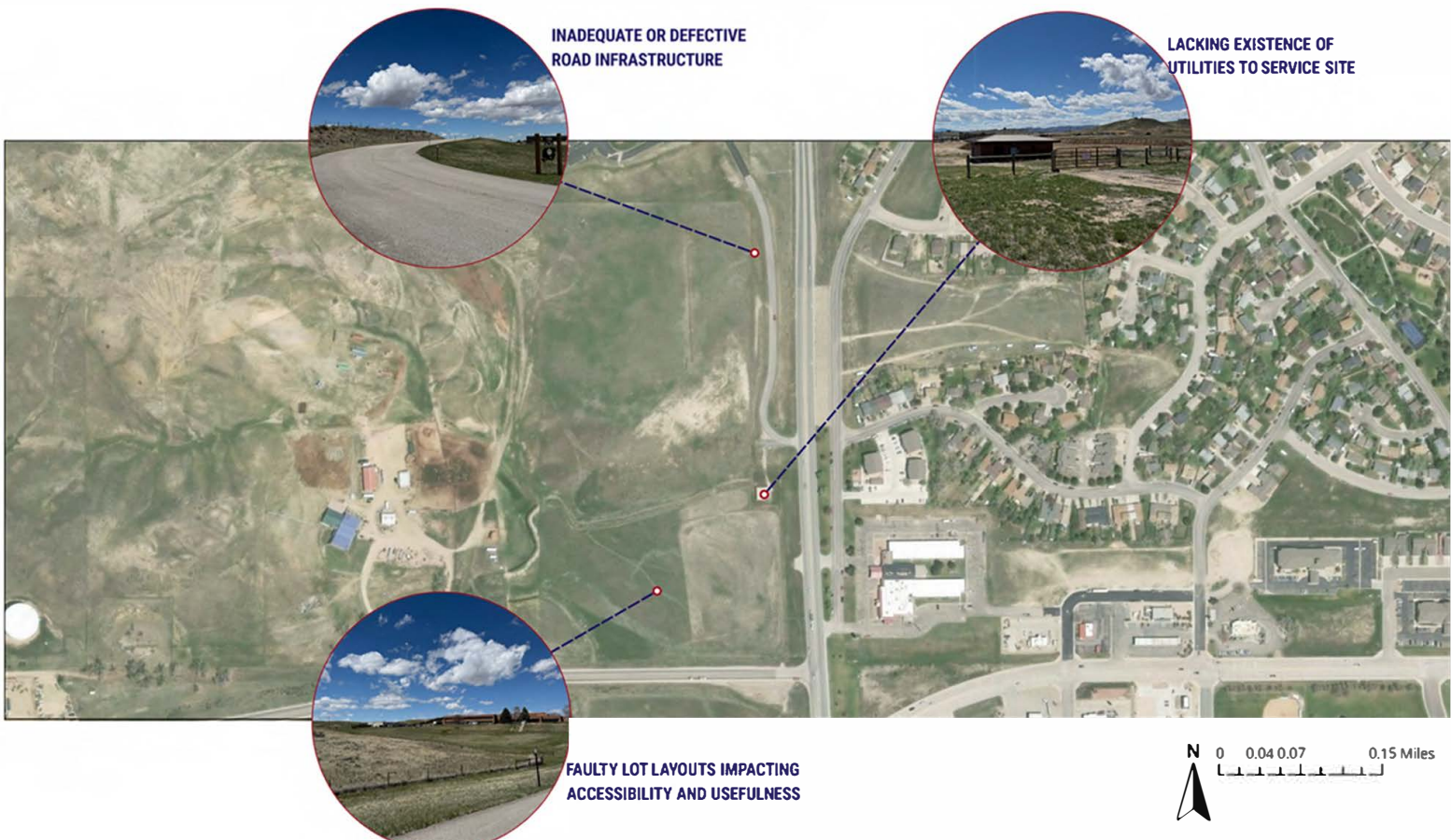
- 1. Deteriorated or Deteriorating Structures:** The stormwater facilities across 3rd and 5th Streets have experienced significant flooding and minor damage from debris. The fencing is rusted and shows signs of wear and tear.
- 2. Unsanitary of Unsafe Conditions:** The area along with creek bed is overgrown with trees and other foliage that can create blockages posing a future flooding risk. The creek bed also requires dredging and other improvements to reduce future flooding incidents.
- 3. Conditions which Endanger life or property by fire or other causes:** The area has experienced significant flooding due to inadequate stormwater facilities and overgrown foliage. The City has sought to address the issues and may become a future URA plan area.



SEVEN TRAILS COMMERCE CENTER

Parcel 3 of the Seven Trails Commerce Center exhibits the following conditions: predominance of defective or inadequate street layout; faulty lot layout in relation to size, accessibility or usefulness; and other conditions such as the inadequacy of utilities (namely water and sewer). These conditions are illustrated below. In addition to these conditions, this study acknowledges Parcel 3 of Seven Trails is largely vacant land that is proposed to be included in the study in accordance with W.S. 15-9-110 (b):

1. A shortage of housing of sound standards and design which is decent, safe and sanitary exists in the City of Douglas.
2. The need for housing accommodations has been or will be increased as a result of the inclusion of Parcel 3 of Seven Trails and the clearance of slums (or blight) in other areas.
3. The conditions of blight (lack of utilities) in the area and the shortage of decent, safe and sanitary housing cause or contribute to an increase in and spread of disease and crime and constitute a menace to the public health, safety, morals or welfare.
4. The acquisition (or inclusion) of the area (Seven Trails) for residential uses is an integral part of and essential to the program of the municipality.





CONCLUSION

The blight study conducted across four locations confirms that one or more blighted areas exist within the City of Douglas, thereby satisfying the requirements of WY Stat. §15-9-106(i). The rehabilitation, conservation, redevelopment, or a combination of these efforts is necessary to protect and promote the public health, safety, morals, and welfare of Douglas residents. With the adoption of a resolution of blight, the governing body of the City of Douglas may utilize the powers granted by the Wyoming Urban Renewal Code to address and correct these conditions.

112 N. 2nd Street: The building deterioration is evident and creating issues for adjacent buildings. The parcel also presents a clear opportunity to add to the retail mix and support the ongoing revitalization efforts downtown.

Downtown District: There are several buildings that are at or near the end of their productive life, requiring substantial investments. The ability of the City to use urban renewal in the area is necessary to redevelop and rehabilitate the district to correct the conditions of blight. The area also presents a clear opportunity to support ongoing economic development efforts and bring additional vibrancy to the community.

Highway 87 Corridor, and former Douglas Motorsports Park and Douglas Municipal Airport: The area includes several conditions of blight including an inadequate street layout and deterioration of existing facilities. The area offers an opportunity to use Urban Renewal as support.

East Antelope Creek and Clay Street corridor: The areas show the existence of blight. Rehabilitation, conservation or redevelopment of each location would benefit the community and is necessary for the health, safety, welfare, and morals of the community. The use of the Wyoming Urban Renewal Code can facilitate redevelopment of the areas through tools enabled by the statute, namely tax increment financing. Satisfying mandates for the initiative resolution by the governing body as found in Wyoming State Statute Section 15-9-106 and supports approval of the resolution.

Seven Trails Commerce Center: Parcel 3 of Seven Trails is largely vacant land that is proposed to be included in accordance with W.S. 15-9-110 (b).

APPENDIX I

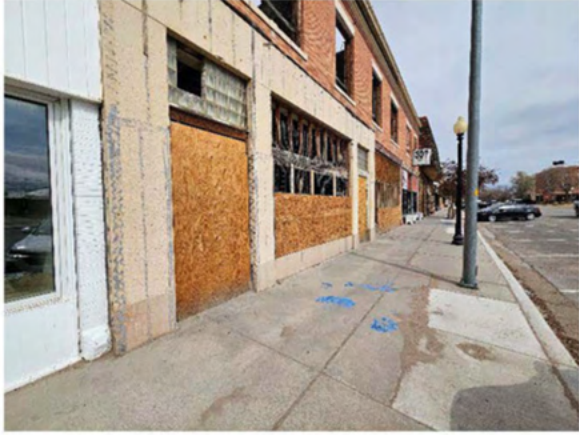
City of Douglas – Blight Survey



Location: 120 W. 2nd Street
Completed by: Mike Scholl & Karolyw Vasaw
Date of Survey: 4/24/25

Criteria	Check if Exists on site	Narrative Description of Conditions
Deteriorated or Deteriorating Structures	✓	Building has been demolished leaving a vacant lot. Front facade remains and is falling over.
Predominance of Defective or Inadequate Street Layout		
Faulty Lot Layout in Relation to Size, Accessibility or Usefulness		
Unsanitary or Unsafe Conditions	✓	Bird infestation was observed.

Deterioration of Site or Other Improvements	✓	site was challenged with Flooding & with structural issues with adjacent buildings.
Diversity of Ownership, Tax or Other Special Assessments		
Delinquency Exceeding the Fair Value of the Land		
Defective or Unusual Conditions of Title		
The Existence of Conditions which Endanger Life or Property by Fire and other causes	✓	Building is near falling over.
Other		
Notes: The property is in need of rehabilitation.		



APPENDIX II

City of Douglas – Blight Survey



Location: Downtown District / Center Street - 2nd & 3rd Street
 Completed by: Mike Scholl & Karilyn Vasaw
 Date of Survey: 4/24/25

Criteria	Check if Exists on site	Narrative Description of Conditions
Deteriorated or Deteriorating Structures	✓	Street damage & cracking. Stormwater infrastructure is lacking in alleys.
Predominance of Defective or Inadequate Street Layout	✓	Lack of sidewalks & unimproved alleys
Faulty Lot Layout in Relation to Size, Accessibility or Usefulness		
Unsanitary or Unsafe Conditions	✓	Numerous buildings vacated observed 126 w. 3rd Street 125 w. Center St.

Deterioration of Site or Other Improvements	✓	heaving wall indicates structural issues
Diversity of Ownership, Tax or Other Special Assessments		
Delinquency Exceeding the Fair Value of the Land		
Defective or Unusual Conditions of Title		
The Existence of Conditions which Endanger Life or Property by Fire and other causes	✓	Possible presence of underground storage tanks
Other		
Notes:		





APPENDIX III

City of Douglas – Blight Survey



Location: Business 87 Corridor
 Completed by: Mike Scholl & Karlyn Vasaw
 Date of Survey: 4/24/25

Criteria	Check if Exists on site	Narrative Description of Conditions
Deteriorated or Deteriorating Structures	✓	Damaged Parking Lot, overgrown with weeds. Damaged barriers.
Predominance of Defective or Inadequate Street Layout	✓	cracks street infrastructure other facilities
Faulty Lot Layout in Relation to Size, Accessibility or Usefulness	✓	Site is not configured for existing use or easy redevelopment
Unsanitary or Unsafe Conditions		

Deterioration of Site or Other Improvements	✓	Extensive damage and lack of storm water facilities
Diversity of Ownership, Tax or Other Special Assessments		
Delinquency Exceeding the Fair Value of the Land		
Defective or Unusual Conditions of Title		
The Existence of Conditions which Endanger Life or Property by Fire and other causes		
Other	✓	Property is deteriorating and no longer used for its intended purpose
Notes:		





APPENDIX IV

City of Douglas – Blight Survey



Location: N 5th St between Clay and Charles - E Antelope Cr.
 Completed by: Milce Scholl and Karlyn Vasar
 Date of Survey: 4/24/25

Criteria	Check if Exists on site	Narrative Description of Conditions
Deteriorated or Deteriorating Structures	✓	Lack of maintenance of creek. Overgrown.
Predominance of Defective or Inadequate Street Layout		
Faulty Lot Layout in Relation to Size, Accessibility or Usefulness		
Unsanitary or Unsafe Conditions	✓	Overgrown creek bed. Needs dredging. Hazard for flood. Endanger homes.

Deterioration of Site or Other Improvements	✓	Drainage lacks maintenance.
Diversity of Ownership, Tax or Other Special Assessments		
Delinquency Exceeding the Fair Value of the Land		
Defective or Unusual Conditions of Title		
The Existence of Conditions which Endanger Life or Property by Fire and other causes	✓	Possible flooding of homes in high water events
Other		
Notes:		



Example of N 5th Street Flooding several years ago

APPENDIX V

City of Douglas – Blight Survey

Location: *Seven Trails Parcel 3*

Completed by: *Mark Christensen*

Date Surveyed: *4/29/25*



Criteria:	Check if this exists on site:	Description of Conditions:
Deteriorated or Deteriorating Structures		
Predominance of Defective or Inadequate Street Layout	<i>X</i>	<ul style="list-style-type: none"> - Large lot with few connections - Surrounded by State Hwy - Existence of Academy Access Road
Faulty Lot Layout in Relation to Size Accessibility or Usefulness	<i>X</i>	<ul style="list-style-type: none"> - Large lot - No pedestrian facilities - Lack of bike infrastructure - Grade changes on large site make development difficult
Unsanitary or Unsafe Conditions		

Deterioration of Site or Other Improvements		
Diversity of Ownership, Tax or Other Special Assessments		
Delinquency Exceeding the Fair Value of the Land		
Defective or Unusual Conditions of Title		
The Existence of Conditions which Endanger Life or Property by Fire and other causes		

Other	X	<ul style="list-style-type: none"> - Improperly sized pump house for future development - Lack of Sanitary Access
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Notes:

- Unsafe feeling surrounded by highways for bike & ped
- Significant grade changes
- Background Knowledge on pump house and sanitary sewer



CREDITS



WYOMING DEPARTMENT OF ENVIRONMENTAL QUALITY BROWNFIELDS ASSISTANCE PROGRAM

Nothing connects Wyoming people more than the place we spend our time. From our historic Main Streets, rail yards, and factories to the majestic mountains and plains, these places form the backdrop of our lives, connecting us to one another. Pulling from our cowboy roots, SPURR seeks to kick economic investment into high gear and drive cleanup of our neglected properties.

Wyoming DEQ is proud to present the SPURR initiative - a technical assistance toolkit calibrated to kickstart investment in our downtown buildings, underutilized rural areas, and other neglected properties. SPURR is a Wyoming Brownfields Initiative: State Partnership for Urban and Rural Revitalization, With tools ranging from environmental assessments to redevelopment planning, our goal is simple: dig in our heels to increase economic vitality of our communities by enhancing environmental quality.

CONTACT US



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Economic Development: Mike Scholl, EDFP & Karlyn Vasan

Graphics: Lindsey Wilson