

Town Manage Report 6/3/26

CIRSA BOT Training 6/17/26 5:00pm

Sam Light with CIRSA (our property/casualty insurer) will do BOT training on June 17th at 5:00pm.

DOLA LPC Incentive Fund Mini-grant Application

I submitted the mini grant in the amount of \$100,000 with the Town as the fiscal lead and the County as the co-applicant for the hiring of a housing consultant to implement phase 1 of the housing plan. We should get notice of award in July and an executed contract in August.

RFP for Consultant to Implement Phase 1 of the Housing Plan

We will be reviewing and approving this RFP tonight. The timeline is in the RFP but here it is below. We cant execute a professional services agreement until we receive an executed grant contract for the LPC mini-grant which is reflected in the timeline.

Anticipated Procurement Schedule

Event	Date and Time
RFP issued	June 12th, 2026
Pre-bid / pre-proposal meeting	Not required
Written questions due	June 26th, 2026, at 5:00 p.m. MT
Responses to questions / addendum issued	July 1st, 2026
Proposal closing date and time	July 17th, 2026, at 3:00 p.m. MT
Proposal review by Planning and Zoning Commission	July 23rd, 2026
Board of Trustees consideration / award	August 5th, 2026
Contract negotiation and execution	August 19th, 2026
Notice to proceed	Upon contract execution and funding confirmation

NDME WWTP Generator Grant Report

I submitted the 6 month grant report and requested reimbursement in the amount of \$35,975.00 which is the amount of have spent on the Genset so far.

Code Enforcement Notices

We generated and mailed out 33 code enforcement notices of violations for junk on May 22nd. So far, the reception has been positive with those that have responded, saying they know they need to clean it up but just need more time and that they will take advantage of the community junk cleanup weekends. I think some out of state people may not have received their letters yet since we have not heard from them.

Community Junk Cleanup Weekend – June 13th and June 14th

Reclametals confirmed that they will be dropping off a 30 yard roll off before June 12th. We have several volunteers signed up to assist us with the community junk cleanup event. We have had a lot of people calling and asking for information. We have started receiving assistance applications for the cleanup as well.

CBD (Alpine Outpost) & GBD(Lake City Auto) Zoning Regulation Requirement for 6 Foot Fence or Hedge

Both zoning districts have the following performance standard:

“(2) Screening in the form of a hedge, wall or fence at least six feet high shall be required for all exterior storage of equipment, inventory or goods, except items displayed for sale.”

This regulation, as it is written, should be enforced equally in both districts. If the board requires Alpine Outpost to build a 6ft fence to screen their OHV rental inventory as recommended by the planning and zoning commission, then we need to require the same with Lake City Auto’s OHV rental inventory. However, no one will know what vehicles at Lake City Auto are for sale or rent unless they are all labeled for sale or for rent. This part of the code was adopted in 1988, and OHV rental businesses were probably not contemplated when it was adopted.

The 8th street right-of-way sits between the Limited Multi-Family and General Business District zoning districts. Since that is the case, we need to put in the 8th street lease agreement whatever zoning regulations the Board wants applied to the 8th street right-of-way while being used by Lake City Auto. If the Board wants a 6-foot fence to screen stored equipment, then we need to put that in the lease, and I recommend that we require signs on the vehicles that say they are for rent or for sale. Also, we will need to give them permission to build a fence in the 8th street right-of-way. It should be specified if desired by the board that the fence screens the view of stored equipment from all sides so that stored equipment is fully screened from view off the highway, off Henson Street, from the medical center lots, and from across the river.

We have a sewer main that runs straight through the 8th street right-of-way and across the river. At some point in the future, probably not in the next 5 to 10 years unless the river crossing fails for some reason, that line and river crossing will need to be rehabilitated. That means any fence built in the 8th street will have to be taken down to do that project.

2026 Active Short Term Rentals – Compliance Software Information

Total Identified Active & identified Short-Term Rentals: 136

Town Active & Address identified Short-Term Rentals : 55

County Active & Address Identified Short-Term Rentals : 81

Unidentified Active Short-Term Rentals: 18

(These are likely additional rental units at a ranch or something, duplicates, or have strange addresses listed on Airbnb that don't match assessor data.)

Total Short-Term Rentals: 154

There are only 2 unpermitted short term rentals that will be receiving notices of violation this week.