



Town Council Meeting Minutes

March 24, 2026, 5:00 PM

Town Hall | Council Chambers | 10183 Truckee Airport Road, Truckee, CA

1. **Call to Order:** Mayor Klovstad called the meeting to order at 5:00 p.m.
2. **Roll Call:** Council Members; Polivy, Romack, Zabriskie, Vice Mayor Henderson, and Mayor Klovstad.

Staff Present: Chris Hardy, Chief Information Security and Technology Officer; Denyelle Nishimori, Community Development Director; Becky Bucar, Public Works Director/Town Engineer; Kelly Carpenter, Town Clerk; Andy Morris, Town Attorney; Nicole Casey, Administrative Services Director; Hilary Hobbs, Assistant Town Manager/Neighborhood Services and Sustainability Director; Danny Renfrow, Police Chief; Alfred Knotts, Assistant Public Works Director; Danielle McHugh, Transportation Program Coordinator; Drew Jack, GIS Analyst; Caitlin Thomas, Code Compliance Officer; Carissa Binkley, Economic Development Program Analyst II; Chelsea Crager, Senior Planner; Grant Nicely, Accounting Technician; Kelly Norris, Senior Accountant; Kimmie Bullock, Administrative Technician; Jenny Kwitek, Accountant I; Nicole Postlewaight, Senior Accountant; Cindy Peterson, Finance Manager, and Yumie Dahn, Principal Planner.

3. **Pledge of Allegiance:** Recited in unison.

4. **Public Comment:**

Written comment received from: Derek Kraustrunk.

5. **Presentations**

- 5.1 Mayor Klovstad presented the proclamation for Government Finance Professionals Week to the Finance Division of the Town of Truckee.
- 5.2 Mayor Klovstad presented the proclamation for Hope Week to Shannon Decker, Speedy Foundation.
- 5.3 Hilary Hobbs, Acting Town Manager, presented the Town Manager Report.

Mayor Klovstad opened public comment.

Seeing none, Mayor Klovstad closed public comment.

6. **Consent Calendar**

It was moved by Council Member Romack, and seconded by Council Member Zabriskie, to approve the Consent Calendar Items as follows:

- 6.1 Approved the minutes of March 10, 2026, Regular Meeting.
- 6.2 (1) Awarded the Aerial Imagery and LiDAR Project to Digital Mapping Inc. in the amount of \$130,850 with a contract contingency amount of \$13,085 (10%) for a total contract amount

of \$143,935; and (2) Authorized the Town Manager to execute a Memorandum of Understanding with partner agencies for project cost sharing and reimbursement.

- 6.3 Authorized the Town Manager to execute an Electric Vehicle Charging Station License Agreement with GoodFinch EV CHPT CA Corridor I SPV, LLC or a related entity for the continued operation of existing public EV charging stations in the Railyard Lot, in a form approved by the Town Attorney.

Written public comment received from: Barney Dewey.

- 6.4 Authorized the Public Works Director/Town Engineer to advertise a Request for Proposals regarding a Pavement Condition Survey for a five-year contract period for surveys of roadways, trails, and parking lots.
- 6.5 Authorized the Town Manager to execute a three-year contract with the Truckee Chamber of Commerce in an amount not to exceed \$2,040,103 for Economic Vitality, Workforce Development, Community Connection, and Visitor and Transportation Services for Fiscal Year (FY) 2026/27 through FY 2028/29.
- 6.6 Authorized the creation of Capital Improvement Project C2711 (Downtown Assessment District Consolidation) with a budget of \$12,500 and authorized the Town Manager to execute documents necessary to contribute 75% of Acumen Engineering's cost toward the Assessment District Consolidation work.
- 6.7 Adopted Ordinance 2026-02 to adopt a military equipment use policy pursuant to Government Code Section 7071.

Mayor Klovstad opened public comment.

Seeing none, Mayor Klovstad closed public comment.

The Consent Calendar carried with the following vote:

Ayes: Council Member Zabriskie, Council Member Polivy, Council Member Romack, Vice Mayor Henderson, and Mayor Klovstad.

Noes: None.

Absent: None.

Abstained: None.

The motion passed unanimously.

7. Discussion Items

- 7.1 **Amend Truckee Municipal Code Chapter 13.08 (Sidewalk Vendor Regulation) and Amend Town of Truckee Fee Schedule.**

Recommended Action: That Council conduct a public hearing and (1) determine Ordinance 2026-05 to be exempt from the California Environmental Quality Act; (2) introduce Ordinance 2026-05, amending Truckee Municipal Code, Title 13 Streets and Sidewalks, Chapter 13.08 Sidewalk Vending; and (3) adopt Resolution 2026-08, amending the Town of Truckee Fee Schedule to add a new fee for sidewalk vending permits.

Chelsea Crager, Senior Planner, presented from the staff report (presentation on file with Town Clerk).

Council Discussion:

- The application is a one-time fee.
- Nevada County Environmental Health has indicated the newly proposed language is acceptable.
- Staff will continue to reach out to vendors to educate them on the application process.
- Staff has been communicating with Nevada County regarding violations.

- Vendors are required to go through both agencies to obtain proper permitting.
- Vendors can cook with propane so long as it is in a contained cooking contraption and not an open flame, such as a rotisserie cooker.
- Staff will update Council on the permit process and number of received applications in the next 6 to 12 months.

Mayor Klovstad opened the public hearing asking for anyone wishing to speak in support or opposition to the action stated above.

Seeing none, Mayor Klovstad closed public comment.

Council Direction:

The staff recommendation was moved by Vice Mayor Henderson, seconded by Council Member Romack, and adopted with the following vote:

Ayes: Council Member Zabriskie, Council Member Polivy, Council Member Romack, Vice Mayor Henderson, and Mayor Klovstad.

Noes: None.

Absent: None.

Abstained: None.

The motion passed unanimously.

- 7.2 Parking Code Cleanup Amendments and Creation of Overnight Parking Permit Program.**
Recommended Action: That Council: (1) introduce Ordinance 2026-03 amending Chapter 10.18 – Parking Regulations of the Truckee Municipal Code; (2) review a draft of Resolution 2026-09 establishing parking district rates and adopting permit parking guidelines; and (3) accept staff's proposed Policy Goal.

Alfred Knotts, Assistant Public Works Director, presented from the staff report (presentation on file with Town Clerk).

Council Discussion:

- Staff decided on a 40-car limit for valet parking based on the size of the lot and in consideration of providing snow removal service.
 - Staff will look into the option of altering the number of parking spaces.
- Approval of an overnight parking fee will be brought back to Council through a resolution in May.
- Council is interested in data from a future parking fee analysis.
 - Data should include when and where parking is used based on the season, not the time of day.
- Valet parking would only be available to businesses in the Railyard District due to the location's limited parking.
 - This should be considered as a pilot program.
 - One benefit of valet parking is that it offers a single point of contact, allowing for improved operations and more control for parking management.
 - Staff will look at a second designated valet option for other businesses in the Downtown District.
- Currently there are 944 shared parking spaces districtwide, with approximately 400 of those being in the Railyard. There are approximately 50 residential permits for the Artist Lofts and approximately 20 additional permits for non-Artist Loft parking.
- The main concerns with overnight parking are snow removal and compliance/management of the permit program.

- Staff would be able to communicate snow removal times to overnight permit holders.
- Staff will consider overnight parking options for downtown patrons who are unable to drive home and do not have a permit.
- Expansion of the parking district would need to come back to Council through a resolution.
- There is concern that if valet parking is an option, it would discourage the public from using TART Connect or BCycle.
- The Town is not increasing parking capacity, but managing what space is already available.
- Staff will come back with a resolution that clarifies Council's role in approving residential parking permits.

Mayor Klovstad opened the item for public comment.

Written comment received from: Jason Toups and Rikesh Patel (2).

Mayor Klovstad closed public comment.

Council Direction:

The staff recommendation was moved by Romack, seconded by Henderson, and adopted with the following vote:

Ayes: Council Member Zabriskie, Council Member Polivy, Council Member Romack, Vice Mayor Henderson, and Mayor Klovstad.

Noes: None.

Absent: None.

Abstained: None.

The motion passed unanimously.

Mayor Klovstad adjourned for a recess at 6:59 p.m.

Mayor Klovstad resumed the meeting at 7:12 p.m.

7.3 2027-2035 Housing Element Working Session.

Recommended Action: That Council hold a working session to review the draft goals, policies, and programs for the 2027-2035 Housing Element (7th Cycle) and provide feedback to staff.

Yumie Dahn, Principal Planner, presented from the staff report (presentation on file with Town Clerk).

Council Discussion:

- Non-Deed Restricted Housing
 - From a resource perspective, it would be financially contrary to add another housing program while also trying to fund the Town's goal of 10% deed-restricted housing.
 - Staff could change the language to indicate the Town's support of developers and non-profit organizations' funding programs that encourages non-deed restrictive housing.
 - If this program needs to be included, staff should include language that protects the Town's deed-restricted goal.
 - If it does not need to be included, staff should take this out entirely.
 - Alternatively, staff could look at changing the goal or moving it under a different goal.

- Regional Housing Authority Program
 - This program is included in the Housing Equity Framework, adopted by Council in August 2025, as well as in partnership with Nevada County and other jurisdictions, and in the Town's Legislative Platform.
 - Staff will correct the reference regarding Pacific Crest Commons as using project-based vouchers.
- Accessory Dwelling Units (ADU)
 - If this is included, remove "affordable" from third bullet point regarding separate conveyance.
 - Council agrees to advocate for this as an analysis but not make a commitment as a program.
 - Staff should not spend time analyzing ownership of ADUs versus ownership of primary homes.
 - Council approves taking this out and putting it in the workplan.
- Truckee-Specific Area Median Income (AMI)
 - This is considered a program.
 - Staff have talked to other regional municipalities but not resort communities yet.
 - Having this in the Town's Legislative Platform and workplan has not yielded any results.
 - Council supports keeping this in the Housing Element.
- Mobile Home Parks
 - Staff will research the provisions to create affordable replacement units offsite if a mobile home park is converted and is no longer able to replace lost onsite housing.
 - Mobile home parks are privately owned and run by state law.
 - Currently, loss of any mobile home units needs to be replaced onsite.
- Required Rezones
 - Staff will investigate whether the California Department of Housing and Community Development (HCD) will allow a minimum number of units per acre to reduce the number of acres required to accommodate the Regional Housing Needs Allocation (RHNA).
 - In considering the target of 138 lower income units, HCD would accept 20% to develop by-right.
- Down Payment Programs
 - There are already programs in the community for this purpose.
 - Not all programs are deed-restricted and have eligibility/income restrictions.
- Affordable Housing Developer Support
 - This could encompass nonprofit organizations.
 - Staff will provide feedback regarding the impacts with state programs during the next update.
- Second Homes and Short-Term Rentals
 - The Town should be consistent with the Development Code and the short-term rental ordinance.
 - The title should be broad to reflect housing that is not a primary residence.
- Home Hardening
 - Staff will look at exemptions to AB130 prohibiting new local building code amendments for the next five years which would prohibit any home hardening programs.
- Staff to consider what the Town can reasonably accomplish without being pigeonholed.
 - The Town needs to seek balance in satisfying the state's requirements as some policies may be more idealistic.
 - Whatever the Town does in support of housing, it will be reported to HCD to get the appropriate credit.

- The baseline goal is getting credit for zoning and satisfaction of state's requirement.
- Council will look to staff to determine what is required versus what is achievable within their capacity.
- Staff to consider color coding the programs to indicate levels of priority.

Mayor Klovstad opened the item for public comment.

Verbal comment received from: Erin Casey.

Mayor Klovstad closed public comment.

8. Council Reports

Council Member Zabriskie

- Attended Good Morning Truckee.
- Attended the Nevada County Transportation Commission meeting.

Council Member Polivy

- Attended the Visit Truckee-Tahoe board meeting.

Council Member Romack

- Met with state legislators on behalf of Placer County.

Vice Mayor Henderson

- Attended the CivicWell Policymakers Conference.

Mayor Klovstad

- Attended the CivicWell Policymakers Conference.

9. Adjournment 8:55 p.m.

To the Special Meeting of the Truckee Town Council, April 7, 2026, 5:00 p.m. at Town Hall, 10183 Truckee Airport Road, Truckee, CA.

Respectfully submitted by:

Approved:

Kelly Carpenter, Town Clerk

Anna Klovstad, Mayor