







































































**Priority: Housing Our Workforce**  
 Increase the inventory of homes so that those who work here can afford to rent and/or buy



Task	Goal	Lead Departments	Target Date	Related Council Priorities	Budget Reference Number (CP or Ops)	Notes				
1	Policy: Update Land Use Documents to ensure they provide objective standards as required by State Law while maintaining maximum Town discretion and create conditions to increase the supply and diversity of workforce housing	Community Development/Housing	Fiscal Year 2022/23					Progress (Indicated complete, in progress (percent complete) or not started) July 1, 2022 - June 30, 2022	Update as of March 31, 2022 - narrative update of what has been done in this area. If complete - detail of work done. If in progress - detail of work completed thus far during the quarter and next quarter planned work.	Update as of June 30, 2022 - narrative update of what has been done in this area. If complete - detail of work done. If in progress - detail of work completed thus far during the quarter and next quarter planned work.
1.1	Update the General Plan	Planning	22-Nov		C1903	Includes any additional changes to the 2019-2027 Housing Element that come out of the General Plan Update.	In Progress (75%)	The draft elements are being developed now and we expect to have the draft plan available for public review starting in June. The draft EIR will also be available for public review starting in June.	Draft General Plan released June 8, 2022. Joint TC/PC hearings ongoing throughout the summer.	
1.2	Innovate Gateway	Planning	Jan-22		C1917	Land use planning process to study new housing, economic development strategies, and sustainable mobility opportunities within the Gateway Area. This project builds from the recent Emission DPR work and provides an opportunity for the community to discuss the look, feel, character and types of uses that are most desired and appropriate for the Gateway Area.	In Progress (95%)	This project is almost complete - what remains are Development Code amendments that resulted from adoption of this strategy. These amendments are scheduled for Council Discussion on May 10th.	Almost complete. Certain aspects of the Innovate Gateway strategy have been incorporated into the draft General Plan and Development Code Amendments have been made.	
1.3	Housing Density Site Analysis (SB2)	Planning + Housing	Nov-22		C1918	SB2 Consultant is working on CEQA document (General Plan EIR) for selected sites: High Abuse Fitness- 8 units, Tahoe Truckee Lumber- 50 units with 0.2 FAR for commercial (DMU zone district), Jibboom - 60 units and 10K of commercial, Gateway - High Density LUA, CHP site - 40 units	In Progress (65%)	No further change, incorporated into the general plan process.	No further change, incorporated into the general plan process.	
1.4	Objective Design Standards for Multi-Family	Planning	2021		C1903	Request for Proposal (RFP) out for consultant. LEAP Grant Funded	In Progress (45%)	The consultant is working on objective design standards and we expect to have these available for review in late summer/fall.	The consultants have created draft objective design standards, we've worked with a stakeholder group to review, and the Town will be reviewing the document in the coming weeks with a community workshop anticipated in fall.	
1.5	Joerger Ranch Specific Plan Revisions (Housing Related)	Planning	Currently underway			Specific Plan amendments to address inclusionary / workforce housing, broken into two phases--Phase I focused on more clean-up type amendments and Phase II focused on more comprehensive amendments.	In Progress (50%)	No additional comments.	No progress.	
1.6	Review current affordable housing policies, potential updates	Planning + Housing	2022			Staff to conduct audit of existing affordable housing policy (potentially expanding policies to serve higher-MM levels). Potentially hire a consultant to review existing affordable housing policies and provide recommendations. Will also be included in the Mountain Housing Council (MHC) Regional Housing Implementation Plan effort.	In Progress (20%)	Amended in February 2022		
1.6A	Review current Multi-Family and affordable housing policies; consider potential updates and incentives	Planning + Housing	FY22-23			Staff to conduct audit of existing multi-family housing policies (including affordable housing). Potentially hire a consultant to review existing policies and provide recommendations. The idea to broaden this effort to include all multi-family came out of the development of the BMR Housing Program. Through review and potential update of policies and consideration of new incentive opportunities, there is an opportunity to create a menu of incentives to help drive the types of workforce housing produce that best aligns with the Council's established housing priorities.	5%	The Town's Housing CivicSpark fellow is developing a summary of existing Town affordable housing policies and researching potential options used in other jurisdictions. Additional progress is pending Planning staff capacity. The Planning Division does not currently have the capacity to do this task until the General Plan Update is complete or the Senior Planner opening is filled.	Anticipated General Plan/Housing Element action item.	
1.7	Short Term Rental (STR) Ordinance updates	STR division; Town Manager's Office	1/1/2022-10/30/2022			The Town committed to reviewing the progress of STR enforcement after the first year of ordinance implementation (January 2022) to determine if additional changes are needed. If updates to the ordinance are desired, a future community engagement process could take place in 2022. This process could consider whether or not there is a goal of proactively managing community visitation patterns or housing through limitations on the number or usage of STRs	In Progress (95% complete) See Bike Rack section for recent info re: "Emergency Housing" conversations including STR actions	In February 2022 Council considered the STR study and committee recommendations and provided direction to staff on ordinance updates. Staff developed the amended ordinance, which was adopted on April 12, 2022. The ordinance will take effect in May 2022, the temporary moratorium on new registration certificates will expire in June 2022 and the application/waiver list for new registrations will open at this time.	Ordinance took effect on schedule and applications opened for new registration and waiver list.	
2	Collaborate with regional and State/Federal partners to develop policies, funding strategies and approaches to increase housing for local workforce	Housing /Community Development								
2.1	Commitment to working with regional housing coalitions	Housing, Town Manager's Office, Planning	On-going (3 years)		CP 1814	Town continues to work on regional housing solutions with various partners and funding regional partnership and coalition efforts. Benefits include creating housing throughout the region to serve workforce housing needs. CP funding includes a three year membership commitment to Mountain Housing Council (MHC) and a potential new membership position with the employer-focused housing entity.	Complete - on-going	Continued participation in the Mountain Housing Council and the Truckee Tahoe Workforce Housing Agency as well as coordination with Placer County regarding housing program development.		
2.1a	Work with MHC to develop Regional Housing Implementation Plan and update Regional (and Town of Truckee) Housing Needs Data	Housing, Town Manager, Planning	June 2021-- Updated Housing Needs Data, 2022 for Regional Housing Implementation Plan		CP 1814	2.0 is working on updating housing needs, developing regional housing implementation plan, connecting housing funds, community outreach, etc.	Complete			
2.1b	Explore potential membership in the Tahoe Truckee Workforce Housing Agency IPA. Conduct Town of Truckee Employee Housing Survey to understand needs and how IPA can assist with TOT employee programs	Housing, Town Manager, Administrative Services/HR	July-21		CP 1814	Exploring membership in Tahoe Truckee Workforce Housing Agency Spring 2021 (IPA). Membership benefits of being in the IPA include: housing concierge services for staff, development on agency owned sites. Priority housing will be for-sale housing (e.g. Townhomes) serving the workforce (moderate and above moderate levels). Conducting Town of Truckee Employee Housing Survey to understand needs as part of IPA membership exploration. (Spring 2021)--hired consultant to conduct survey.	Complete		Joined Tahoe Truckee Workforce Housing IPA as of September 2021	

2.2	Coordinate and partner to create housing on public agency owned land	TMO, Housing, PLN	Jun-23		CIP 2013	Exploring opportunities to partner and develop housing on land owned by local public agencies and state agencies.	In Progress (50%)	Ongoing coordination on the Pacific Crest Commons development. In January Town Council approved \$1 million soft funding and in February Planning Commission completed an informal review of this project, providing feedback to the development team. The Town continues to participate in TTNHA efforts to explore other public land housing opportunities.	The Planning Division has included the USFS Public Service Center property in the General Plan and EIR to allow consideration of a new land use designation and zone district which would allow housing.
2.3	Collaborate and partner with regional stakeholders to accelerate solutions to housing for a range of income levels	TMO, Housing, Keep Truckee Green, PLN	On-going			Includes on-going coordination with MHC, Truckee Tahoe Workforce Housing Agency (TTHWA), Sierra Community House (SCH), Homeless Coalition of Truckee, CATT, TSBOR, HOAs, State, Placer and Nevada Counties, etc.	Complete - on-going	Finished work with Below Market Rate advisory committee and consultant and Town Council approved BMR program guidelines in March 2022.	
2.4	Coordinated Legislative Advocacy with MHC and Nevada County on State Housing Bills	Town Manager's Office + Housing	On-going		CIP 1814	Staff working to align policy platforms between Town, MHC, Nevada and Placer County on housing bills to strengthen results	Complete - on-going	Continue on-going monthly coordination meetings with MHC housing policy group and Nevada County joint legislative advocacy group	
3	Implement programs to increase the production + creation of housing for the local workforce	Housing /Community Development/Administrative Services	Jun-21						
3.1	Implement an Accessory Dwelling Units (ADU) program to increase the production of new ADUs and permitting of existing units	Housing + Planning + Building	On-going		CIP 2011	Continue implementing ADU Program to create 25 new ADUs per year of which, 9 would be deed restricted for moderate to low income employees. Loans and grants offered for deed restricted units.	Complete - on-going	All programs have launched and marketing is ongoing.	Ongoing. 17 individuals have inquired about ADU funding. We have received 7 applications for the existing unpermitted mini grant and 1 application for the PLHA \$50,000 loan for new construction. One mini grant project has been completed, and a second is waiting on the certificate of occupancy.
3.2	Understand feasibility of expanding deed restriction program to include purchasing deed restrictions from local workforce home buyers (Below Market Rate Housing Program)	Housing	2022		CIP 2014	Feasibility of Deed Restriction program would provide funding (e.g. \$60K per home) to homeowner purchasing new homes. Helps with down payment and preserves home for long-term affordability. Placer just approved a similar program—Housing Preservation Program. Staff to research and engage outside legal opinion as part of research and development.	Complete	BMR program guidelines adopted by Council in March 2022. Staff are currently soliciting proposals for a third-party administrator to administer this program, with a goal of launching the program in summer 2022.	Ongoing. Working on Short Term Rental Token Program for STR certificate as deed restriction incentive.
3.2A	Implement new Below Market Rate housing program to purchase deed restriction as a tool to help fulltime resident have access housing inventory and to ensure long term preservation of workforce housing inventory	Housing	FY22-23	Housing; Climate	C204	3.2A is a new work plan item added as the next step following task 3.2: understanding the feasibility of a BMR program. Implementation and administration of this program will likely require additional consultant support from a specialized program administrator.	75% Complete	BMR program guidelines adopted by Council in March 2022. Staff are currently soliciting proposals for a third-party administrator to administer this program, with a goal of launching the program in summer 2022.	Hired consultants Housing Inc as Below Market Rate program administrator. Target program launch September 2022. Fifteen homeowners from pilot program renewed long term lease.
3.3	Continue Long-Term Rental grant program to unlock long-term rentals from existing housing units	Housing + Town Clerk + Administrative Services + Landing Locals contract	On-going		CIP 2013	Continue to implement long-term rental grant program—offering homeowners \$3K to long term rent their homes to local employees making no more than 120% AMI (change to 150% AMI). Goal is to unlock 25 new long-term rentals per year. Created a new goal for Year 2: Serve 100 employees per year	Complete	As of 3/31/22, 57 homes have been rented housing 115 individuals.	Ongoing. 73 units converted to long term rentals since program inception, housing 113 workforce members and 27 children, total of 140 people housed.
3.3a	Expand LTR Grant Program to include response to more immediate housing needs				CIP 2013 + additional TBD	Program Expansion: proposal to include rooms, shorter leases, increase grant amount, shift to grants based on employees served vs. homes, etc.	Complete	In April 2022 Council will consider additional updates to the program for FY22/23	
3.4	Develop housing on Town owned land (High Altitude Fitness Site) .5 acres (edited)	Housing + Planning	2022		CIP 2013	See 2.2 for description—work with regional partners, potentially via the IPA, to hire a developer to create for-sale, deed restricted housing on public agency owned land. Research includes building off of Town site analysis work (SB2) as well as additional due diligence and financial feasibility work.	30% (see task 3.2)	SB2 has been folded into the General Plan and the High Altitude Fitness project will be included in the EIR/Update. If approved, the land use designation and density will be modified through the General Plan Update.	Same update from March.
3.5	Included a dedicated 1.0 FTE Senior Planner position to add capacity to housing program	Planning	9/30/2021		Ops Budget	Expand capacity of Housing Program through the addition of staffing—specifically 50% time from a Senior Planner who can focus on policy and land use planning side of work.	In Progress (10%)	Senior Planner position is currently advertised (3rd).	The Planning Division has not been able to fill this position after 3 rounds of recruitment. We are now exploring other options, including trying to hire a land use consultant.
3.6	Successfully apply for a Civic Sparks Fellow to support Housing initiatives	Housing	9/30/2021		Ops Budget	Expand capacity of Housing Program with addition of a Civic Sparks Fellow for 11 months starting in Sept. 2021. Fellow will focus on research and outreach.	Complete	The Town has been selected to host our second housing CivicSpark in FY22/23	
NEW 3.7	Expand consultant support for housing program administration	Housing	5/1/2022	Housing	Ops Budget; C204	Expand capacity of Housing Program through additional specialized consultant support. This will likely include program administration for the new Below Market Rate program (workplan item 3.2A) and consideration of multi-family housing policies and incentives (1.7A)	Complete	Staff are currently soliciting proposals for a third-party administrator to administer the new Below Market Rate program and to manage deed restriction inventory, with a goal of launching the program in summer 2022.	Hired Housing Inc as program administrators for Below Market Rate program. Renewed Landing Locals contract for FY 22/23 for Lease to Locals program. BAC currently working on STR Token Program valuation.
NEW 3.8	Housing resources page for Town of Truckee current and potential employees	Human Resources/PIO	Jul-22	Housing	Ops Budget	Create a reference page under the Human Resources page that consolidates all the resources available to current and prospective employees.	60% Complete		staff has rolled out resources (in partnership with TTHWA) to Town employees and prospective employees. Working on crafting the website. Estimated completion date 10/1/22.
4	Implement programs to increase energy efficient housing + decrease costs	Housing/KTG							
4.1	Evaluate current deed restricted housing monitoring program	Housing + Contractor (JoAnn)	2022		CIP 2014		35%	Staff are currently soliciting proposals for a third-party administrator to administer the BMR program and anticipate that managing and monitoring deed restrictions will be a component of this work.	Currently the Town monitors 417 deed restricted housing units. This number is expected to grow by 200-300 in the next 3 years. Program currently includes annual monitoring of deed restricted housing by outside contractor. In 2021, staff will begin monitoring ADU deed restrictions. Staff plans to explore opportunities to expand current monitoring program based on research from other communities.
4.1a	GIS support for deed restricted housing monitoring	Engineering/GIS	On-going			GIS mapping of existing housing units	Complete	complete. Current Housing Map: <a href="https://townmaps.arcgis.com/stories/bba290f86d84593b033558a72500bd4">https://townmaps.arcgis.com/stories/bba290f86d84593b033558a72500bd4</a> ; <a href="https://townoftruckee.maps.arcgis.com/apps/webappviewer/index.html?id=13a2d7bde7e442e0b52791e13dad1405">https://townoftruckee.maps.arcgis.com/apps/webappviewer/index.html?id=13a2d7bde7e442e0b52791e13dad1405</a>	Complete. Training given to Housing regarding service and map. Awaiting updates from housing.
4.2	Research Housing Retrofit Pilot and Energy Efficiency Grant Program	Keep Truckee Green + Housing	Fiscal Year 21/22- Fiscal Year 23/24		C1510	Program will provide incentives for home owners to implement home improvements to reduce costs + energy use within existing homes. Research grants or other incentives for homes implementing beyond Title 24 requirements for energy and water savings. Research and development will take place Fiscal Year 21/22 with pilot program anticipated Fiscal Year 22/23.	10% Complete		

























62	Pioneer Trail & Bridge St. Extension	Public Works/Engineering	Design Initiated in Fiscal Year 2022		C103	Construction is underway	In progress. 20% complete	Work on this project has been delayed due to workload but the VMT analysis, which should be complete in May	Project has been delayed due to workload. Draft VMT analysis is complete and under review by Engineering staff.
63	Church Street Extension/Truck Creek	Public Works/Engineering	Construction in Fiscal Year 2022		C104	\$2.5 million in grant funds	Construction started in May 2022. 50% complete	Construction scheduled to start May 2022	Construction underway with a current planned completion of 2023
64	Interchange Improvement Project	Public Works/Engineering	Work Stop Construction in Fiscal Year 2022		C176, C186, C187	Phase 1/2 design design activity finished in Fiscal Year 2022 and Church Street sub-area	Not started		
65	Franklin Center Education	Public Works/Transport	Final year 2022/23		C102	Feasibility study completed. Future bond request for repairs. Construction is largely on hold.	In Progress: 10%	Single 1.5 SR complete, project development started 50% complete	Phase 1 SR design is now 50% design on the preferred alternative. This project will be constructed in later phases with Phase consisting of all site improvements and minor pavement activities such as shoulders, benches, shade structures, trash cans, and replacement improvements. All activities will be incorporated and accommodated in Phase 1B support street design and construction of Street Closures. The final approach is necessary to account for load bearing and required correct loads from the 2023 timeline.
66	Albion Creek Lockwood Feasibility Study	Public Works/Engineering	Design Complete Fiscal Year 2023		C104	Construction is underway	In progress. 20% complete	Project on hold due to workload	Project on hold due to workload
67	Water Treatment Plant	Public Works/Engineering	Design Complete		Water	Design complete	Design complete	Design complete	Design complete
68	Water Treatment Plant	Public Works/Engineering	Design Complete		Water	Design complete	Design complete	Design complete	Design complete
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





	2.11	Public outreach associated with CIP Projects	PO/Public Works/Engineering/Trans	on-going			Complete - on-going	PO has been working with Engineering Department and Transit on opening CIP projects that need to be communicated. Some have been delayed due to 2016. Information on the Church Street extension and Blue Creek extension is being distributed in May. Ongoing communication between Engineering and the PO will support the scheduling an important observation.	
	2.12	Follow Big Truck Day to host the Grand Opening of the New Public Services/Transit building	Only Public Works	10/1/2021 Grand Opening Start for Big Truck Day 4-6 Oct 4-6 Oct				Date for 2022 Big Truck Day has not been set.	Big Truck Day scheduled for October 21, 2022
4		Implement tasks for obtaining public feedback	Team Manager/Public Information Officer/Public						
	2.1	Final implementation of Team Survey tool	Clark	7/1/2021			Complete		
	2.4	Conduct Outreach CIP Update team vision	Trans/Information Technology	Jan 21		Update Council Members technology. To implement and LinkedIn blog	In Progress, 5%	Draft a collection program from Audio-Visual companies that work with municipal governments.	Completion date revised not based on contractor availability. Contract is in process. The Contractor will post on the schedule.
	2.7	New Outreach public engagement software	Planning	2/1/21		Subscribe to new outreach tool such as Remotely or Survey for interactive on-line engagement.	Complete - on-going	Depending on format of upcoming CIP updates website/software, staff may use Remotely. Though, we are able to meet in person at this point and that is likely the preferred format for most of the meetings. Remotely may be used when we are unable to meet. We may be able to purchase when waiting for early feedback on the draft. Details from the Council and Commission.	
4		Team-wide Communications Plan/Policy	Public Information Officer						
	4.1	Full-City Team Public Information Officer	TMO	1/1/2022			Complete		
	4.3	Update Team's Social Media Policy	PO	Aug 21		Public outreach to promote the different Team tasks that are available for information, consultation, social media, Request Tracker, sustainability dashboard, Tracker 2.0, different websites	In progress 50%	The goal of presenting the policy to the Trustee Team Council in 2022 remains on track.	
	4.3	Update Communication Protocol: Identifying the appropriate flow of information, organizational roles, appropriate contacts with media	PO	12/1/2021 to 06/1/22			In progress 20%	The PO has had contact with some local media outlets regarding protocols. The PO and TM have also had efforts to encourage staff to make the PO the point of contact for media requests. Official protocols will be outlined in the communications plan and continue to be discussed with the management team.	
	4.4	Team-wide Communications Strategy which speaks to the Trustee way and respects our core team values and benefits that are embedded in the Trustee Way	PO	12/1/2021			In progress 50%	Draft continues to be worked on. PO continues to work on overall strategy and how it resonates best with the Trustee Way and our values, while acknowledging that it will need to be continuously updated to be able to address other items in the work plan as they are added/completed. Identify position, new website, update in social media updates.	
	4.4	Communications Plan to address community cohesion and inclusion	PO				on hold pending CIP Position	on hold - cannot move this until completion of the general action plan.	
	4.6	Review of the Team's Mission statement to address being an inclusive community	TMO/PO				on hold pending CIP Position		
4.6		Communications Plan which speaks to environmental stewardship and business stewardship	PO/NTS				In progress - 100% Complete	Continued work with regional partners and communications specialists.	
	4.5	Communications and Media training plan development for Council and staff	PO	Jan 21			Not Started		
	4.5	Build photo and video assets library for all Team use	PO	Jan 21			Not Started		
	4.7	Update different methods to engage difficult to reach populations	Public Information Officer	Final Year 21/22		Identify plan of how to approach this	on hold pending CIP Position		Recruitment for new CIP position is underway, with position likely to start by early fall.
	4.8	Support the possibility of adding location specific social media pages Facebook & Instagram	PO	11/1/2021			In progress		
	4.9	Online partnership with Citizens' Commission to promote in the team staff collective with Citizens' Commission to encourage engagement and what needs would be useful for them?	Trans/Public Information Officer	Final Citizens' Commission Final Year 21/22			on hold pending CIP Position		
	4.9	Online partnership with Santa Community House to establish Homeless Outreach team	Public - Housing	Final Year 21/22			on hold pending CIP Position		
4		Regional Partnerships	Public Information Officer/Public						
	4.1	Continue to work with special district partners on the agenda member rights to promote a more distribution of agenda and packets without physical printing for distribution	Trans/Communications and Planning	Final Year 21/22					Meeting Trustee Denver Public Utility District if staff availability.
	4.2	Regional GIS team group	GIS	Completion on-going		GIS continued regional GIS meetings, shared GIS and emergency preparedness files, meet to share information and discuss future projects and collaboration opportunities.	on-going		Next meeting scheduled for mid August, requesting the District with GIS Data link meeting.
	4.3	Regional Community Collaboration	Team Manager/Assistant to Team Manager			holder team has been holding April 2022 updates			Are with staff from Denver and regional district staff. Determined to be available starting at the end of the calendar year.
4		Implement Public Art Master Plan	Engineering/Assistant to the Team Manager						
	4.1	Develop provisions for developing and implementing public art projects	Engineering/Assistant to the Team Manager	Feb 2021		GIS design not being developed		Working with artist for Broadway Road Walk to finalize contract and present concept to the Art Commission in May.	Working with artist for Broadway Road Walk to finalize design for presentation to the Art Commission in May.
	4.2	Complete final commission bid public art project	Engineering/Assistant to the Team Manager	Final Year 21/22		GIS design not being developed		Artist selection for Broadway Road Walk. Staff working with artist to finalize contract and present concept to the Art Commission in May.	Working with artist for Broadway Road Walk to finalize design for presentation to the Art Commission in May.
	4.3	GIS support for public art program	Engineering/Assistant to the Team Manager	on-going		GIS requires a map of meeting points on location and maintain data related to an installation.	Complete - on-going	The public art GIS layer is live and operational.	Are reviewing hardware components. Staff update webpage and provide inventory to next quarter.
4.4		Art Commission Work Plan and Opportunity Site Prioritization	Engineering/Assistant to the Team Manager	Jan 22			N/A		Art Commission to bring in website opportunity site discussion in August.

Priority: Infrastructure and Community Connectivity Invest in Key Infrastructure and Community Connectivity, including the New Library, Bike Trails and Transit Alternatives									
Task	Goal	Lead Departments	Target Date	Related Council Priorities	CIP Reference Number	Notes	Progress (Indicated complete, in progress (percent complete) or not started)	Update as of March 31, 2022 - narrative update of what has been done in this area. If complete - detail of work done. If in progress - detail of work completed thus far during the quarter and next quarter planned work.	Update as of June 30, 2022 - narrative update of what has been done in this area. If complete - detail of work done. If in progress - detail of work completed thus far during the quarter and next quarter planned work.
1	Update General Plan to ensure objective standards are provided as required by State Law while maintaining maximum Town discretion	Community Development	Fiscal Year 2022/23						
1.1	General Plan	Community Development	Nov-22				In Progress (75%)	The draft elements are being developed now and we expect to have the draft plan available for public review starting in June. The draft EIR will also be available for public review starting in June.	Draft General Plan released June 8, 2022. Joint TC/PC hearings scheduled throughout the summer.
1.2	Innovate Gateway	Community Development	Jan-22		C187		In Progress (95%)		Almost complete. Certain aspects of the Innovate Gateway strategy have been incorporated into the draft General Plan and Development Code Amendments have been made.
2	Support Friends of the Library in New Library Project	Town Manager/Attorney	Jun-21		C310	New CIP proposed. Number not yet assigned			
2.1	Memorandum of Understanding (MOU)	TMO/Attorney	Fiscal Year 20/21-21/22			MOU with agency partners agreeing to the steps and deal points necessary to secure the location for a new Truckee Library.	In progress, ~35% complete	Ongoing coordination between Town, TSD, TORPO, TDRPD and Friends of the library has resulted in staff-level agreement of the land transfer map.	
2.1a	Negotiation with Truckee Sanitary District regarding in-kind price and terms for library land parcel in Regional Park	TMO	FY21/22				75%	Staff have continued discussions with TSD and developed potential deal points, including staff	Staff have continued to work with TSD, TORPO, TDRPD and Friends of the library to determine the best path forward on the land parcel. The current plan is for TSD, TORPO and TDRPD to execute lot line adjustments so that the library will be located on one parcel owned by TDRPD. The Town is not a party to this agreement but staff are helping to facilitate.
2.1b	Contribute towards land surveying and planning process to establish new library parcel	TMO	FY21/22-22/23			This task item is intended to replace task item 2.3. If TSD and the Town agree to terms for a land lease, there is a need to fund and manage the process necessary to survey and establish a new parcel for the library.	Not started. Pending outcome of real property negotiations.	Surveying is anticipated, as necessary, following Council and TSD board approval of deal points and map.	To be completed following partner approval of the deal points.
2.1c	Draft Option Agreement	Attorney and TMO	FY21/22-22/23						
2.2	Provide Staff support in meetings with County and regional partners	TMO	Fiscal Year 21/22 - Fiscal Year 22/23			Contributes to collaborative planning for design, organizational structure, and financing of a new Truckee library.	In progress, ~10% complete	Development of an option agreement between the Town and TSD is in progress with a goal of bringing to Council and the TSD board next quarter. Ongoing participation in bi-weekly coordination meetings and supporting a County-led grant application.	No longer required because the Town is no longer anticipated to be a party to the land deal between partners. Ongoing participation in coordination meetings. Town staff are taking the lead on coordinating a site visit with the State Librarian in July to support this project.
2.2a	Town involvement in JPA consideration and formation process	TMO	Fiscal Year 21/22 - Fiscal Year 22/23			The Town will have a significant role in the JPA consideration process, and ultimately in JPA formation, is approved. This process is anticipated to address critical questions including consideration of each JPA member's role, building and land ownership structure, and each member's contribution of resources to facilitate the construction of the new library.	In progress - 50% Complete	The consultant kick-off meeting for the JPA consideration process took place in February and	Ongoing. Staff have participated in two joint meetings with all partners and a individual meeting with consultants. The consultant process is anticipated to wrap up this fall, resulting in a work plan of next steps to facilitate JPA formation and Council consideration.
2.3	Contribute towards feasibility-funding	JPA/	6/30/2021 - 1/15/22				Not started		
2.4	Facilitate towards polling and feasibility studies	TMO	FY22/23				Not started	This item will follow on after progress has been made in real property negotiations and JPA	Funding is included in CIP budget. The timing of polling and feasibility studies is a topic of discussion at the JPA meeting.
2.5	Building and Impact Fee subsidy	TMO	Fiscal Year 21/22 - Fiscal Year 22/23				Not started	Funding for a fee subsidy is included in the 5-year library CIP budget with anticipated implementation	No additional update
3	Support connectivity through Infrastructure Development that promotes alternative forms of transportation	Public Works/Engineering/Economic Development							
3.1	Truckee River Legacy Trail Phase 4	Public Works/Engineering	Design underway. Construction in Fiscal Year 22/23		0702	Partially unfunded. Includes Measure R and funding partnership with TCEC	Construction started in July 2022.	Project construction bids are due April 15, 2022.	Construction underway with completion in 2023. Truckee River bridge alternative is being evaluated.
3.2	West River Street Site Redevelopment	Economic Development	Fiscal Year 22/23-23/24		C187	Development of downtown riverfront park including streetscape and trail connections between the West River Streetscape project and the planned pedestrian bridge to the Legacy Trail.	Initial design complete.	Project has been on hold but will be re-initiated in next quarter (April 2022)	Land appraisal being updated. Council site visit occurred on July 6. Design to be reinstated in next quarter.
3.3	Aerial Mapping	GIS	Fiscal Year 21/22			Provides updated pavement, structures, hydrology and the primary reference layer for all infrastructure (Town and Special Districts). Allows new projects to be georeferenced and spatial stored for public and staff reference. Allows public to utilize data in private development applications. GIS maintains and continuously updates these datasets.	100% complete		
3.4	Truckee Springs Land acquisition	Public Works/Engineering	Fiscal Year 20/21		C205	Acquisition may occur this Fiscal Year	Complete.		

3.9	Paving and Drainage projects	Public Works/Engineering	Annual		C303, C202, C203, C342, C343, C344	In Progress.	Contract awarded.	Paving to start in mid August 2022.
3.6	Pioneer Trail & Bridge St. Extension	Public Works/Engineering	Design Initiated Fiscal Year 21/22		C1503	Construction is unfunded.	In progress. 20% complete.	Work on this project has been delayed due to workload but the VMT analysis, which should be complete in May.
3.7	Donner Pass Rd/Coldstream Rd Roundabout	Public Works/Engineering	Fiscal Year 21/22		C1712	Complete Construction in 22/23	Construction started in 2021.	Construction to begin in April 2022.
3.8	Church Street Extension/Troust Creek	Public Works/Engineering	Fiscal Year 21/22		C1804	\$3.3 million in grant funds for creek portion of work. Roadway portion of work funded from traffic impact fees.	Construction started in May 2022. 15% complete.	Construction contract awarded. Construction to start in 2022. Work on utility agreements and permits will occur this quarter.
3.9	Envision DPR Corridor Improvement	Public Works/Engineering	Initiate design Fiscal Year 21/22		C2006	Some planning funds are provided in FY 21/22.	Not started.	Based on current Engineering workload, the earliest start for an Envision DPR Eastern segment RFP is Spring 2023.
3.10	West River Streetscape Improvement	Public Works/Engineering	West River Construction in Fiscal Year 22/23		C1703		In Progress. 60% designs are complete.	Work on the West River Streetscape will start again this quarter (April-June, 2022). Goal is to project out to bid November 1st, 2022.
3.11	Railyard Development Agreement Implementation	Public Works/Engineering	Ongoing		C1711	Represents Town's investment. Future expenditures are tied to the theater.	In progress/ on hold. Only the items related to the Theater remain to be implemented.	Progress depends on future of theater in Railyard.
3.12	Hibboom & Bridge Streetscape Improvements Project	Public Works/Engineering	Design in Fiscal Year 22/23		C1806	Construction is unfunded.	Not started.	Not started.
4.23	Envision DPR segment above	Public Works/Engineering	Initiate design Fiscal Year 21/22		C2006	Construction partially unfunded.	Not started.	Not started.
3.14	Downtown Railyard Pedestrian Crossing	Public Works/Engineering	Unfunded		C2106	Looking for grant funds.	Not started.	Not started.
3.15	Transit Center Relocation Land acquisition and planning	Public Works/Transit	Fiscal Year 21-22/Fiscal Year 22/23		C1820	Construction will take place in out years	In progress. 90%	Purchase Sale Agreement in final form for both buyer and seller. This has taken longer than anticipated as additional land was made available to the Town for support parking as well as snow storage and other Railyard District utility. Project is proceeding to 60% design with final 100% Plans, Specifications, and Estimate (PS&E) for Phase 1 on track for November deliverable.
3.16	Hibboom Street Sidewalk feasibility Study	Public Works/Engineering	Design Complete Fiscal Year 22/23		C1824	Construction is unfunded.	In progress. 20% complete.	Project on hold due to workload.
3.17	Parkings Strategic Plan	Police						
3.18	Brookway Road Trail	Public Works/Engineering	Summer 2021		C2107		Complete	
4	Support Town Infrastructure and facilities in being energy efficient	Public Works/Keep Truckee Green						
4.1	Energy Efficiency Initiatives	Public Works/Engineering	Fiscal Year 2021		C1100		Complete	
4.2	Electric Vehicle (EV) Charging Stations Install at Town Hall	Public Works/Engineering	Fiscal Year 2021		C2007		Complete	
4.3	e-waste recycle and upcycle	Keep Truckee Green/Information Technology	Ongoing			Upcycling/ recycling for highest and best use.	Complete & on-going	The Town implemented a printer cartridge and toner recycling program in 2021 where community members drop off their used toners and cartridges at Town Hall, and we send them to Evolve Recycling to be remanufactured for reuse or recycled. To date, we have sent off over 400 cartridges and toners.
5	Regional Partnerships	Public Works						
5.1	Ongoing coordination with United States Department of Agriculture (USDA) National Forest Service for trails planning	Engineering	Ongoing				In progress - on-going	
5.2	Truckee Trails Foundation (TTF) Coordination and feasibility of Continuation of Trails funding measure	Transit	Determine appropriate time to renew trails funding measure by Fall of 2021.		C2108		Complete - 100%	Measure U (formally Measure R) ballot language was drafted and presented to Council for approval. This was approved by Council and placed on the June 7th Primary Ballot and subsequently passed at a voter approval rate in excess of the required 2/3rd majority and was passed at a rate of 47% vs the current 1/4th. This rate will go into effect in 2024 and will be in place until repealed by voters.
6	Downtown Infrastructure	Community Development/Economic Development						
6.1	Visitor Center/Transit information plan	Economic Development	Fiscal Year 2021-2022-2023-2024-2025-2026-2027-2028-2029-2030-2031-2032-2033-2034-2035-2036-2037-2038-2039-2040-2041-2042-2043-2044-2045-2046-2047-2048-2049-2050-2051-2052-2053-2054-2055-2056-2057-2058-2059-2060-2061-2062-2063-2064-2065-2066-2067-2068-2069-2070-2071-2072-2073-2074-2075-2076-2077-2078-2079-2080-2081-2082-2083-2084-2085-2086-2087-2088-2089-2090-2091-2092-2093-2094-2095-2096-2097-2098-2099-2100-2101-2102-2103-2104-2105-2106-2107-2108-2109-2110-2111-2112-2113-2114-2115-2116-2117-2118-2119-2120-2121-2122-2123-2124-2125-2126-2127-2128-2129-2130-2131-2132-2133-2134-2135-2136-2137-2138-2139-2140-2141-2142-2143-2144-2145-2146-2147-2148-2149-2150-2151-2152-2153-2154-2155-2156-2157-2158-2159-2160-2161-2162-2163-2164-2165-2166-2167-2168-2169-2170-2171-2172-2173-2174-2175-2176-2177-2178-2179-2180-2181-2182-2183-2184-2185-2186-2187-2188-2189-2190-2191-2192-2193-2194-2195-2196-2197-2198-2199-2200-2201-2202-2203-2204-2205-2206-2207-2208-2209-2210-2211-2212-2213-2214-2215-2216-2217-2218-2219-2220-2221-2222-2223-2224-2225-2226-2227-2228-2229-2230-2231-2232-2233-2234-2235-2236-2237-2238-2239-2240-2241-2242-2243-2244-2245-2246-2247-2248-2249-2250-2251-2252-2253-2254-2255-2256-2257-2258-2259-2260-2261-2262-2263-2264-2265-2266-2267-2268-2269-2270-2271-2272-2273-2274-2275-2276-2277-2278-2279-2280-2281-2282-2283-2284-2285-2286-2287-2288-2289-2290-2291-2292-2293-2294-2295-2296-2297-2298-2299-2300-2301-2302-2303-2304-2305-2306-2307-2308-2309-2310-2311-2312-2313-2314-2315-2316-2317-2318-2319-2320-2321-2322-2323-2324-2325-2326-2327-2328-2329-2330-2331-2332-2333-2334-2335-2336-2337-2338-2339-2340-2341-2342-2343-2344-2345-2346-2347-2348-2349-2350-2351-2352-2353-2354-2355-2356-2357-2358-2359-2360-2361-2362-2363-2364-2365-2366-2367-2368-2369-2370-2371-2372-2373-2374-2375-2376-2377-2378-2379-2380-2381-2382-2383-2384-2385-2386-2387-2388-2389-2390-2391-2392-2393-2394-2395-2396-2397-2398-2399-2400-2401-2402-2403-2404-2405-2406-2407-2408-2409-2410-2411-2412-2413-2414-2415-2416-2417-2418-2419-2420-2421-2422-2423-2424-2425-2426-2427-2428-2429-2430-2431-2432-2433-2434-2435-2436-2437-2438-2439-2440-2441-2442-2443-2444-2445-2446-2447-2448-2449-2450-2451-2452-2453-2454-2455-2456-2457-2458-2459-2460-2461-2462-2463-2464-2465-2466-2467-2468-2469-2470-2471-2472-2473-2474-2475-2476-2477-2478-2479-2480-2481-2482-2483-2484-2485-2486-2487-2488-2489-2490-2491-2492-2493-2494-2495-2496-2497-2498-2499-2500-2501-2502-2503-2504-2505-2506-2507-2508-2509-2510-2511-2512-2513-2514-2515-2516-2517-2518-2519-2520-2521-2522-2523-2524-2525-2526-2527-2528-2529-2530-2531-2532-2533-2534-2535-2536-2537-2538-2539-2540-2541-2542-2543-2544-2545-2546-2547-2548-2549-2550-2551-2552-2553-2554-2555-2556-2557-2558-2559-2560-2561-2562-2563-2564-2565-2566-2567-2568-2569-2570-2571-2572-2573-2574-2575-2576-2577-2578-2579-2580-2581-2582-2583-2584-2585-2586-2587-2588-2589-2590-2591-2592-2593-2594-2595-2596-2597-2598-2599-2600-2601-2602-2603-2604-2605-2606-2607-2608-2609-2610-2611-2612-2613-2614-2615-2616-2617-2618-2619-2620-2621-2622-2623-2624-2625-2626-2627-2628-2629-2630-2631-2632-2633-2634-2635-2636-2637-2638-2639-2640-2641-2642-2643-2644-2645-2646-2647-2648-2649-2650-2651-2652-2653-2654-2655-2656-2657-2658-2659-2660-2661-2662-2663-2664-2665-2666-2667-2668-2669-2670-2671-2672-2673-2674-2675-2676-2677-2678-2679-2680-2681-2682-2683-2684-2685-2686-2687-2688-2689-2690-2691-2692-2693-2694-2695-2696-2697-2698-2699-2700-2701-2702-2703-2704-2705-2706-2707-2708-2709-2710-2711-2712-2713-2714-2715-2716-2717-2718-2719-2720-2721-2722-2723-2724-2725-2726-2727-2728-2729-2730-2731-2732-2733-2734-2735-2736-2737-2738-2739-2740-2741-2742-2743-2744-2745-2746-2747-2748-2749-2750-2751-2752-2753-2754-2755-2756-2757-2758-2759-2760-2761-2762-2763-2764-2765-2766-2767-2768-2769-2770-2771-2772-2773-2774-2775-2776-2777-2778-2779-2780-2781-2782-2783-2784-2785-2786-2787-2788-2789-2790-2791-2792-2793-2794-2795-2796-2797-2798-2799-2800-2801-2802-2803-2804-2805-2806-2807-2808-2809-2810-2811-2812-2813-2814-2815-2816-2817-2818-2819-2820-2821-2822-2823-2824-2825-2826-2827-2828-2829-2830-2831-2832-2833-2834-2835-2836-2837-2838-2839-2840-2841-2842-2843-2844-2845-2846-2847-2848-2849-2850-2851-2852-2853-2854-2855-2856-2857-2858-2859-2860-2861-2862-2863-2864-2865-2866-2867-2868-2869-2870-2871-2872-2873-2874-2875-2876-2877-2878-2879-2880-2881-2882-2883-2884-2885-2886-2887-2888-2889-2890-2891-2892-2893-2894-2895-2896-2897-2898-2899-2900-2901-2902-2903-2904-2905-2906-2907-2908-2909-2910-2911-2912-2913-2914-2915-2916-2917-2918-2919-2920-2921-2922-2923-2924-2925-2926-2927-2928-2929-2930-2931-2932-2933-2934-2935-2936-2937-2938-2939-2940-2941-2942-2943-2944-2945-2946-2947-2948-2949-2950-2951-2952-2953-2954-2955-2956-2957-2958-2959-2960-2961-2962-2963-2964-2965-2966-2967-2968-2969-2970-2971-2972-2973-2974-2975-2976-2977-2978-2979-2980-2981-2982-2983-2984-2985-2986-2987-2988-2989-2990-2991-2992-2993-2994-2995-2996-2997-2998-2999-3000-3001-3002-3003-3004-3005-3006-3007-3008-3009-3010-3011-3012-3013-3014-3015-3016-3017-3018-3019-3020-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Priority: Enhance Partnerships and Investment For Emergency Preparedness Including Wildfire Readiness and Mitigation								Priority: Enhance Partnerships and Investment For Emergency Preparedness Including Wildfire Readiness and Mitigation	
Task	Goal	Lead Departments	Target Date	Related Council/ Priority	OP Reference Number	Notes	Progress (Indicated complete, in progress (percent complete) or not started)	Update as of March 31, 2022 - narrative update of what has been done in this area. If complete - detail of work done. If in progress - detail of work completed thus far during the quarter and next quarter planned work.	Update as of June 30, 2022 - narrative update of what has been done in this area. If complete - detail of work done. If in progress - detail of work completed thus far during the quarter and next quarter planned work.
1	Update Land Use Documents to ensure they provide objective standards as required by State Law while maintaining maximum Town flexibility	Community Development	Fiscal Year 22/23						
1.1	General Plan Update	Planning	44887			Includes an updated Safety Element with wildfire preparedness and evacuation goals, policies and actions	In Progress (85% for the Safety Element)	We have a draft Safety Element that has been reviewed internally by Town staff and TPOD. The Element will be reviewed by the GPAC in June and the Town Council and Planning Commission on July 12th.	Reviewed by TC and PC on July 12th. Feedback will be incorporated into next iteration.
1.2	Aerial Mapping	GIS	Fiscal Year 21/22			Aerial Mapping data can be used to identify land use changes and determine urban structure density. Identify designations "resistor" and "buffer" within the Wild Land Urban Interface. Identifying areas using the above designations have potential fiscal implications as they may trigger availability of federal grant funds.	100% complete		100% complete
2	Vegetation Removal and Fuels Reduction	Public Works/ Keep Truckee Green							
2.1	Town right-of-way fuels reduction	Public Works	Fiscal Year 21/22		C2058	Partnership with Truckee Fire. Includes Prosser Lakeview, Sierra Meadows, and Glenview neighborhoods as well as Tahoe-Dorner access roads.	Complete	Work will resume April 2022 in Prosser Lakeview neighborhood and along Alder Creek Road. Work will be completed this summer.	Work completed first week of July.
2.1a	Brushing and chipping project GIS mapping	GIS	Fiscal Year 21/22			GIS mapping for project areas with as ongoing maintenance of field surveys and real-time public information map	100% - in progress		100% complete; mapping services are now shared with the Fire District.
2.2	Explore potential partnership with existing biomass opportunities for vegetation removal projects	Keep Truckee Green	Fiscal Year 21/22				In progress, 50%	Town Council, TPOD and TTAD approved completion of additional scoping work which is currently underway and is anticipated to be complete and presented to Town Council in Summer 2022. The town is supporting a regional study effort, led by Prosser County, to consider all regional green waste generation and future biomass/ green waste disposal outlets to enhance regional collaboration. Staff are pursuing a potential air curtain burner pilot project in summer 2022, in partnership with TTAD and TPOD. This concept will be presented to Town Council in June.	Scoping study completed and presented to Council. Contract executed with Westslope to complete full feasibility study of two biomass options, to be completed in mid-2023.
3	Disaster Preparedness/Evacuation	Police							
3.1	Full-time Emergency Operations Manager (2 Year position)	Police / Emergency Management	Fiscal Year 21/22				100% complete and hired		
3.2	Pioneer Trail & Bridge Street Extension (Egress Rd) Feasibility analysis	Public Works	Fiscal Year 21/22		C1563	Target design initiation with financial feasibility analysis in Fall of 2022.	In progress, 20% complete.	Work on this project has been delayed due to workload but the VMT analysis, which should be complete in May.	Project has been delayed due to workload. Draft VMT analysis is complete and under review by Engineering staff.
3.3	Update / edit Town Emergency Operations Plan (EOP) including a Threat and Hazard Identification and Risk Analysis (THIRA)	Emergency Management			C1913	In Fiscal Year 20-21 Capital Improvement Project	75%	We have completed a first draft review of the base plan. The Muni Code updates are complete and have been sent to Town Attorney for review. The Annexes are in process. Public scoping will start in May.	We have completed the rough drafts of Base EOP (Parts 1 and 2) and required Muni Code updates. We are socializing with our public safety partners, employees and community. We conduct a presentation for Council and then complete final edits. We are looking to take the base plan and Muni Code edits to Council in September.
3.3a	Develop updated Emergency Operations Center (EOC) format and position matrix with job ads for each position	Emergency Management				Done in conjunction with 3.3	75%	EOC ads and position matrix will be developed after base plan is completed. Current EOC layout will be used if needed.	We have completed the rough drafts of Base EOP (Parts 1 and 2) and required Muni Code updates. We are socializing with our public safety partners, employees and community. We conduct a presentation for Council and then complete final edits. We are looking to take the base plan and Muni Code edits to Council in September.
3.4	Update EOP Annexes and Continuity of Operations Plan (COOP)	Emergency Management	12/31/2021		C1913	In Fiscal Year 20-21 Capital Improvement Project	25%	See above	The Alert and Warning Annex is ready to be socialized (waiting for the Base Plan to be done). Evacuation, Continuity of Government and Continuity of Operations should be available in late 2022.
3.4a	Develop a pathway forward for improving early alert and warning systems including redundant platforms and software	Emergency Management/Information Technology	Fiscal Year 21/22			Consider disaster preparedness redundancy for communications platforms. May involve consultant services	10%	We continue to work on this. We have switched to Cadfield for alerting platform which gives us redundancy for alerting with Nevada County. We are looking at ATT FirstNet and ATT digital fiber for communications redundancy. This will also allow the Town to send evacuation alerts by zone that did not exist before with Nixle.	We continue to work on this. ATT FirstNet has proven reliable and we are continuing to test for patrol use (MOT). We are looking at potential ATT FirstNet deployable cell on wheels as potential building IT back-up. We have also been working with Nevada County 548 on potential shared resources utilizing the StarLink system.
3.5	Update Local Hazard Mitigation Plan (LHMP) in conjunction with County Office of Emergency Services (COES)	Emergency Management	Fiscal Year 22/23			County applying for Federal Emergency Management Administration (FEMA) grant to cover costs countywide	25%	Grant submitted Cal OES/ FEMA in the event the County does not receive funding.	We have submitted the RfI proposal (early 2022) for funding. Cal OES has reviewed the proposal and a sub-application has been submitted. Cal OES has renewed the sub-application and is forwarding to FEMA for next level review. Nevada County is potentially going to have to conduct their own LHMP update as FEMA has not provided funding. If that is the case, the Town may have to move forward on its own. The current LHMP expires in 2023.
3.5a	GIS mapping for LHMP	GIS	Fiscal Year 22/23			Produce spatial data layers for use within the LHMP for the Truckee area of the County-wide Plan.	50% Complete	Continuing to provide maps to support EOC as needed.	
3.6	Zone based Evacuation Plans implementation	Police / Emergency Management	6/30/21			Funded by County grant for Fiscal Year 21-22 & Fiscal Year 22-23	100% complete on implementation - how will start into updating	Need to update layers of Zonewave with critical infrastructure locations. This is in-process and we will be working with Zonewave and Town GIS to perform the data dump into their systems	Updates completed for 2022. System continues to grow with new additions that will require updating and tweaking for our area.
3.6a	GIS mapping for zone based evacuation plans	GIS	on-going			GIS plays critical role in providing at-risk infrastructure, critical intersection information, routing information, zone delineation, and structure density information for evacuation planning	Complete - on-going assistance will continue	Created new online mapping application for the fire district. Includes critical infrastructure and hazardous materials locations. These will be used to update current COWP and prioritize projects.	Complete
3.7	Ensure all Town Employees have basic FEMA required training	Emergency Management				Police Department and EOC personnel have completed basic training - 75% of remaining employees complete		Approximately 95% of employees are SEMS compliant. We have also added this to the onboarding process for new employees going forward.	The basic SEMS course is required of all employees and is an on-line course. FEMA grants require this course be completed by all employees.
3.7a	Send Administrative Services rep through FEMA training for Emergency Finance Representative for EOC issues.	Administrative Services				Provide training to a new employee to resume administrative aspects of the Emergency Operations Center (EOC)	0%	Able to get off waiting list for April 25/26th training	The training opportunity was cancelled we will continue to look for training opportunities in the fall of 2022.
3.7b	Ensure all Town Supervisors and managers have required additional FEMA training	Emergency Management					50%	This training is scheduled for early May 2022 and 3 PD employees are going. We will also have access to Nevada DEM ICS 300 course in late May if we wait.	PD Law Supervisor's have completed ICS 300 course. Support Services Manager to attend ICS 300 by end of 2022. Sgts will be assigned ICS 200 in the Fall of 2022.

3.7)	Provide Council and Policy Group Senior Level FEMA training	Emergency Management				0%	No change	Will attempt to provide shortened training to Council in this fiscal year. Working on training for Department Heads on how EOC will function and their role in the ICS / EOC matrix	A separate shortened ICS course is available for Council and Policy Group personnel.
3.7)	Develop and train Incident Support Team (IST)	Emergency Management			This concept is a group of managers and supervisors from AS/Public Information Officer/Public Work/Emergency Management that can respond to an incident and support Incident Command (IC) Staff directly	75% team structure exists - update training to occur next year	We are addressing this with a regional evacuation workshop in early June 2022	This is static. Team has responded to incidents. We will likely be adding a brand component this fall / winter. Animal Services has several agreements in place and has completed training of shelter staff.	
4	<b>Establish and Maintain Regional Community Partnerships</b>	Police/Town Manager's Office							
4.1	Partnership with Fire District for tax measure support					Complete			
4.2	Partnership with Fire District for evacuation planning and preparedness	Emergency Management		on going with Fire Dist. and County		In Progress - 60% Complete	This continues to be a work in progress.	No change. TFFD is using Measure T money to pay for an annual subscription for evacuation modeling with a local start-up company. We have worked with the company for beta testing and received a considerable discount. We are also working with the Planning Division to start figuring out the role of EOC in reviewing planning documents and the need for evacuation planning triggers with GP 2040 update.	
4.2a	GIS support for Fire District partnership efforts	Engineering/GIS		on going	Produce maps related to fuels mitigation projects, maintains fire hydrant data and communicates with the districts Forester regarding fuel treatments	Complete - On-going	on going support as needed	On-going. Fire District Hub has been created for private use by the Vegetation management Team. Critical infrastructure mapping shared with the Fire Districts. Field applications are being created.	
4.3	Ongoing coordination with United States Department of Agriculture (USDA) National Forest Service for trails planning and fuels reduction efforts	Engineering		on going					
4.4	Maintain annual contract with Cal Fire for wildland fire suppression	Town Manager's Office				Complete			
4.5	Partnership with Nevada and Placer County OES's for seamless response during a major incident	Emergency Management		on going		Complete - On-going	There is still strong support for this as evidenced by recent COMAD (volunteer group locally) where the OES functions are supporting and helping build the group to assist in EOC operations.		We continue to have strong partnerships with both county OES sections. We have developed several programs and collaborated on the area Emergency Manager's semi-annual meeting
4.6	Hold bi-annual regional emergency manager's meeting	Emergency Management		June and December annually		Complete - meetings will continue biannually	Summer meeting will be occurring. Placer County OES is also holding a regional meeting and we may partner with them for a single meeting.		
4.7	Partnership with Fire District for fire safety inspections on STRs	STR Staff		on going		100% Complete			
4.7a	GIS support for STR fire inspection efforts	GIS		on going		Complete		Complete. No further work required	
4.8	Partnership with Reno National Weather Service (NWS) on Weather Ready Nation (WRN) Ambassador program for summer weather awareness (Red Flag and lightning)	Emergency Management		In process - by June 1st	Bring to Council for presentation	Partnership is complete	No change		
4.9	Hold Town Hall style presentations for Home Owners Associations (HOA) and civic groups	Emergency Management		by July 1st	This repeats yearly each Spring and Summer	Complete for 2021 - will restart circuit in 2022	This continues to be a work in progress. We are on TDHQA calendar for June. Others will fill in as summer approaches.		
4.10	Ongoing partnership with TDFUD regarding utility undergrounding projects	Engineering		on going	MOU regarding utility improvements, relocations, and utility undergrounding is under development expected in FY21/22	In Progress. 25% complete.	Met with TDFUD staff about potential funding partnership for West River Streetscape project.	No work completed this quarter. Further discussions with TDFUD planned in upcoming quarter.	
5	<b>Emergency Communications Enhancements</b>	Police/Town Manager's Office/Public Information Officer/Communications							
5.1	Establish a communications plan for emergencies	Emergency Management		6/30/22		50%		This will likely be a part of the Alert and Warning Annex of the EOP with a separate document for the Town PD (pagebook)	
4	<b>Emergency Management Grants</b>	Emergency Management							
6.1	Emergency Management Grants	Emergency Management		12/31/22		50% Complete	Grants have submitted		For current HMSGP funds, we are eligible because of the River Fire in western Nevada County in summer 2021
6.2	Protect local shelter facilities with generators	Emergency Management		12/31/22		75% complete	Grants have been submitted	We have identified a local TDHQA building and we are working with TDHQA and TDFUD to equip the building with a Transfer Switch for the generator we have available from American Red Cross.	
6.3	High Frequency Communications Equipment Radio Grant	Emergency Management		8/1/2023					
					This grant was awarded in April 2022 and is for the procurement of a HF Frequency (Ham Radio Band) desktop and mobile radio. These radios will provide tactical radio communications in the event of a complete loss of cellular, internet, and Land Mobile Radio (LMR). This system is able to not only use voice communications, but it can send packet (text / email) and uses military grade encryption. With this system the Town will be able to communicate with Cal OES, Nevada County OES and any other HF user in the world. Grant amount is for \$44,637	100%	Grant has been awarded and the procurement process has been started		