



Date: Tuesday, June 10, 2025

Honorable Mayor and Council Members

Author and title: Cindy Peterson, Finance Manager and Nicole Postlewaight, Senior Accountant

Title: **Adoption of the Fiscal Year 2025/26 Annual Operating Budget and Five-Year Capital Improvement Project Budget**

Jen Callaway, Town Manager

Recommended Action: That the Town Council approves Resolution 2025-42 to adopt the Town of Truckee Fiscal Year (FY) 2025/26 Operating and Capital Improvement Plan Budget, including proposed personnel changes, and adopt the estimated actuals for FY 2024/25 Capital Improvement Projects as amended budget amounts.

Discussion: The Town of Truckee develops an operating and capital budget each fiscal year (FY) which runs July 1st through June 30th. The Town Council must review and adopt a budget for the subsequent fiscal year prior to June 30th.

Preliminary input into the FY 2025/26 budget process began early in 2025, during the Council off-site retreat in which Council reaffirmed its commitment with minor adjustments to the FY2025-2027 Council Priorities. These preliminary discussions helped to inform the development of the proposed/draft operating and capital budget for Council consideration and direction, ensuring that the budget includes funding for all core Town services and council focus areas.



As a reminder, these goals are in addition to the full complement of services – police, maintenance, community development, streets and roads, trails, code enforcement, building, and administrative duties that the Town provides to the community on an ongoing basis.

The proposed budget funds all Town services and capital projects from July 1, 2025, through June 30, 2026. The budget makes key investments in operations and capital improvements, while also preserving healthy financial reserves to weather future emergencies and economic downturns.

The budget is provided as a link to a dynamic online version of the budget. From there, individuals who wish to see the budget in PDF format can click the link to convert the material to pdf format. The links are provided under the Attachments section. The online version contains a hyperlinked table of contents to the left of the reader interface.

Staff have made the one change requested at the May 27, 2025 - Workshop. \$300,000 of funding has been added to the Donner Lake in the Climate Partnerships CIP.

The proposed budget includes an impressive \$25.6 million of General Fund and General Fund designation support for capital projects over the five-year budget horizon, as well as designation and contingency savings for future capital work.

The following position additions are included in the budget and with the approval of Resolution 2025-42, approves the addition of these positions to the Town's workforce:

- Assistant Town Manager
- Engineering Manager
- Business Analyst I/II
- Human Resources Technician
- Accountant I/II
- Safety Coordinator
- Two (2) Facilities Maintenance Worker I/II
- Emergency Services Coordinator
- Administrative Technician – Solid Waste
- Deputy Chief Building Official

This budget also includes some position changes and promotional opportunities including but not limited to the conversion of the Police Administrative Manager to a Police Sergeant – Administration and the conversion of the Assistant to the Town Manager to the Director of Neighborhood Services (name still be finalized).

As such, staff recommend that Council approve Resolution 2025-42, to adopt the Town of Truckee Fiscal Year (FY) 2025/26 Operating and Capital Improvement Plan Budget, including proposed personnel changes, and adopt the estimated actuals for FY 2024/25 Capital Improvement Projects as amended budget amounts.

Fiscal Impact: Refer to the attached budget document.

Priority:

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|-------------------------------------|---------------------------|-------------------------------------|--------------------------------------|-------------------------------------|--------------|
| <input checked="" type="checkbox"/> | Enhanced Communication | <input checked="" type="checkbox"/> | Climate and Greenhouse Gas Reduction | <input checked="" type="checkbox"/> | Housing |
| <input checked="" type="checkbox"/> | Infrastructure Investment | <input checked="" type="checkbox"/> | Emergency and Wildfire Preparedness | <input checked="" type="checkbox"/> | Core Service |

Public Communication:

Council Retreat/Workshop & Priority Setting – February 11, 2025

Talk of the Town March 2025 - <https://www.townoftruckee.gov/CivicAlerts.aspx?AID=120>

Capital Improvement Project Budget Workshop – April 22, 2025 -

<https://portal.laserfiche.com/Portal/Browse.aspx?id=59820745&repo=r-6a91ddbc>

Town Talk hosted by the Chamber of Commerce – Demystifying the Town Budget -

<https://www.townoftruckee.gov/DocumentCenter/View/2662>

Budget Workshop – May 27, 2025 -

<https://portal.laserfiche.com/Portal/DocView.aspx?id=59836416&repo=r-6a91ddbc>

Talk of the Town May 2025 - <https://www.townoftruckee.gov/civicalerts.aspx?aid=142>

Attachments:

Attachment 1: Resolution 2025-42

Attachment 2: (Link) Proposed FY2025/26 Annual Operating Budget - <https://town-truckee-ca-clear.doc.cleargov.com/13989>

Attachment 3: (Link) Five-year Capital Improvement Project Budget - <https://town-truckee-ca-clear.doc.cleargov.com/13991>