



Town Council Meeting Minutes

January 09, 2024, 5:00 PM

Town Hall – Administrative Center | 10183 Truckee Airport Road, Truckee, CA

- Call to Order:** Mayor Polivy called the meeting to order at 5:04 p.m.
- Roll Call:** Council Members; Klovstad, Romack, Henderson, Vice Mayor Zabriskie, and Mayor Polivy.

Staff Present: Dan Wilkins, Public Works Director/Town Engineer; Nicole Casey, Administrative Services Director; Kelly Carpenter, Town Clerk; Danny Renfrow, Chief of Police; Andy Morris, Town Attorney; Denyelle Nishimori, Community Development Director; Hilary Hobbs, Assistant to the Town Manager; Jen Callaway, Town Manager; Jenna Gatto, Town Planner; Alfred Knotts, Transportation Program Manager; Becky Bucar, Assistant Public Works Director; Laura Dabe, Associate Planner; Melanie Conti, Program Analyst I; Erin Brewster, Sustainability Program Manager; Carmen Lopez, Program Analyst I; Mike Ross, Chief Building Official, Chris Hardy, Chief Information Security and Technology Officer.

- Pledge of Allegiance:** Led by Naomi Adams, Naomi Park, and Alina Gillespie of Truckee High School.

- Public Comment:**

Mayor Polivy opened public comment.

Verbal comment was given by Angela.

Mayor Polivy closed public comment.

- Presentations**

- 5.1 Laura Dabe, Associate Planner, presented the Annual Historic Preservation Advisory Commission Award to Daniel Fraiman.**

- 5.2 Melanie Conti, Program Analyst I, and Naomi Adams, Naomi Park, and Alina Gillespie of Truckee High School presented the Truckee High School Environmental Science Litter Audit.**

Mayor Polivy opened public comment on Items 5.1 and 5.2.

Seeing none, Mayor Polivy closed public comment on Items 5.1 and 5.2.

- 5.3 Denyelle Nishimori, Community Development Director, presented the Building Permit Update.**

- 5.4 Jen Callaway, Town Manager, presented the Town Manager Report.**

Mayor Polivy opened public comment on Items 5.3 and 5.4.

Seeing none, Mayor Polivy closed public comment on Items 5.3 and 5.4.

6. Consent Calendar

It was moved by Council Member Romack, and seconded by Council Member Henderson, to approve the Consent Calendar Items 6.1 through 6.6 as follows:

- 6.1 Approved the Minutes of the December 12, 2023, Regular Town Council Meeting.
- 6.2 Approved Resolution 2024-01 awarding a one-time non-base pay compensation amount of \$2,221.96 and a 5.0% increase in base pay, resulting in an annual pay of \$233,279.80 to Town Attorney, Andrew Morris.
- 6.3 Approved a budget amendment for C2314 (Climate Partnerships) for fiscal year (FY) 23/24 to increase the budget by \$16,667 for a total of \$83.334.
- 6.4 Approved Resolution 2024-03 approving the partial abandonment of the public utility easement along the west (side) property line at 10368 East Alder Creek Road (APN 016-470-006), Lot 288 of the Prosser Lakeview Estates Unit 5 Subdivision); and authorized the Town Manager to sign the Indemnity, Hold Harmless and Defense Agreement between the Town of Truckee and Norman Christian Galassi and Heather A. Kent regarding APN 016-470-006.
- 6.5 Authorized the increase of purchase order amount with Motion and Flow Control Products from \$49,900 to \$100,000.
- 6.6 Approved Resolution 2024-02 approving the filing of a Notice of Availability with the California Department of Housing and Community Development to make Town-owned property located on Edmunds Drive (Assessor Parcel Number 018-580-052-000) available for lease or sale through the Surplus Lands Act.

The Consent Calendar carried with the following vote:

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

Noes: None.

Absent: None.

Abstained: None.

The motion passed unanimously.

7. Discussion Items

7.1 Introduction of Single-Use Plastic Bottle and Paper Carton Ordinance.

Recommended Action: That Council: (1) Introduce Ordinance 2024-01 adopting Chapter 6.05 of the Truckee Municipal Code regarding Single-Use Plastic Bottles and Paper Cartons; and (2) Find the adoption of the ordinance exempt from CEQA pursuant to CEQA guidelines sections 15061(b)(3), 15307, and 15308.

Erin Brewster, Sustainability Program Manager, and Carmen Lopez, Program Analyst I, presented from the staff report (presentation on file with Town Clerk).

Council Discussion:

- Thirteen applications for water bottle filling stations have been received and all of them have been approved.
 - There is enough funding this fiscal year from the foodware grants, but staff believes additional funding will be needed next fiscal year for the filling stations.
 - Locations of filling stations include a few golf courses and Truckee Donner Recreation and Park District (TDRPD) facilities.

- Tahoe Truckee Unified School District (TTUSD) has not applied for any filling stations, but the school district does not offer single-use water bottles on any of their campuses.
- The Town is not able to enforce this ordinance with TTUSD or TDRPD as the Town lacks the authority to exempt them.
- The term “water bottle” should be clearly defined in the Municipal Code.
- Staff is looking at opportunities to give away reusable water bottles as general outreach with the community and is looking at partnering with local organizations.

Mayor Polivy opened the item for public comment.

Written comment was received from Stephanie Dubar, Madonna Dunbar, California Grocers Association, and Truckee Retail Water Sales Grocery Industry.

Verbal comment was given by Stephanie Dubar, Missy Mohler, and Kiera.

Mayor Polivy closed public comment.

Council Direction:

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

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

Noes: None.

Absent: None.

Abstained: None.

The motion passed unanimously.

7.2 Approval of Team CivX Contract Amendment for Additional Public Opinion Surveys.

Recommended Action: That Council authorize the Town Manager to amend the current contract with Team CivX by \$42,114, increasing the current not-to-exceed amount of \$75,000 to an amended not-to-exceed amount of \$117,114 to conduct additional public opinion surveys.

Alfred Knotts, Transportation Program Manager, presented from the staff report (presentation on file with Town Clerk).

Council Discussion:

- The collection of revenue would begin on January 1, 2025, but receipts would not be received until April 2025.
- The cost per rider on TART Connect has gone down from \$22 per rider in summer 2022 to \$12.25 per rider currently.
- The Town would not be looking to renew the roads tax. Polling would be centered on funding mechanisms for TART Connect, transit and other community interest areas.
- The polling should specifically ask the question, “Do you support TART Connect at a quarter percent sales tax in a general fund?”

Mayor Polivy opened the item for public comment.

Seeing none, Mayor Polivy closed public comment.

Council Direction:

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

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

Noes: None.

Absent: None.

Abstained: None.

The motion passed unanimously.

7.3 Council Committee Designations.

Recommended Action: Review the committee and liaison designations and provide direction regarding the Council committee appointments.

Kelly Carpenter, Town Clerk, presented from the staff report (presentation on file with Town Clerk).

Mayor Polivy opened the item for public comment.

Seeing none, Mayor Polivy closed public comment.

Council Discussion:

- Truckee Town Council has not formally been assigned a seat on the Nevada County Economic Resource Council even though meetings are occurring. If the Town is ever assigned a seat, Council Member Henderson will be the delegate.

Council Direction:

- **Council Members will maintain their current designations.**
- **Council Member Henderson will serve as the delegate for the Nevada County Solid Waste and Hazardous Water Commission.**
 - **Council Member Romack will serve as an alternate.**
- **Council Member Romack will serve as an alternate for the Chamber of Commerce Liaison.**
- **Town Clerk to create a Council Committee calendar for Council Members to organize all meetings under one calendar.**

8. Council Reports

Vice Mayor Zabriskie

- Toured the warming shelter with Nevada County representatives.
- Provided a presentation with Alfred Knotts on traffic congestion and parking demands to the Golden Seniors at the Truckee Recreation and Park District.
- Conducted a radio interview with Supervisor Bullock and Supervisor Gustafson on the warming shelter and long-term unhoused services.
- Had a discussion with Cindy Gustafson on common land use and housing issues.
- Met with representatives of the Truckee Watershed Council, Truckee Rotary Club, and the Truckee Legacy Foundation regarding the potential for a park at the Glenshire bridge.
- Met with Council Member Klovstad and Town staff regarding the Southwest Gas franchise agreement.
- Met with Drew Jack regarding the biological survey.
- Attended a meeting for the Truckee North Tahoe Transportation Management Association.
- Attended a presentation with a representative from Enterprise regarding van pool services.

- Attended a budget meeting for the Local Area Formation Commission.
- Attended the community meeting at Town Hall regarding the West River Street park.
- Attended a presentation by John Svahn of the Truckee Donner Land Trust regarding the Pines to Mines trail.

Mayor Polivy

- Nothing to report.

Council Member Klovstad

- Met with Vice Mayor Zabriskie and Town staff regarding the Southwest Gas franchise agreement.
- Participated in a conversation with members of the Climate Transformation Alliance and Jan Holan of Lift Truckee.
- Attended the Chamber of Commerce holiday mixer.
- Participated in elfing with Town Manager.

Council Member Romack

- Participated in elfing with Town Manager.

Council Member Henderson

- Attended holiday parties with various organizations.
- Participated in one-and-one conversations with individuals about heat pumps and electrification.

9. Adjournment: 7:09 p.m.

To the regular meeting of the Truckee Town Council, January 23, 2024, 5:00 p.m. at Town Hall, 10183 Truckee Airport Road, Truckee, CA.

Respectfully submitted by:

Approved:

Kelly Carpenter, Town Clerk

Dave Polivy, Mayor