



Date: September 22, 2026

Honorable Mayor and Council Members

Author and Title: Jen Callaway, Town Manager

Title: **Fiscal Year 2025/26 through Fiscal Year 2026/27 Council Priorities Workplan Quarterly Update, Quarter Ended June 30, 2026**

Jen Callaway, Town Manager

Recommended Action: Staff recommend that the Council:

- A. Accept the Fiscal Year (FY) 2025/26 through FY 2026/27 Council Priorities workplan update for the quarter ending June 30, 2026.
- B. Provide direction on formation of an Economic Vitality Action Plan Advisory Committee.
- C. Provide direction on Fee Deferral Working Group bike rack or workplan addition.

Executive Summary:

On January 29, 2026, the Town Council and Leadership team held a public retreat to review the FY 2025–26 through FY 2026–27 Workplan. Council directed staff to continue carrying forward the Town’s existing five strategic priorities and associated goals.

Progress during the quarter ending June 30, 2026, reflects a strong shift from planning into implementation, with notable achievements across key focus areas including communication, environmental stewardship, housing, and disaster preparedness.

Staff advanced other significant operational priorities, including progress emergency preparedness, with the initiation of three planning efforts: a Comprehensive Debris Management Plan, an Comprehensive Disaster Recovery Plan, and a Community Disaster Recovery Roadmap; progress with economic vitality with the kick-off of the Economic Vitality Strategic Plan; staff field work and new workplan items such as project scope of work development for improvements to West Reed Avenue, crosswalk and curb ramps on Church Street near Old Lumberyard and Interstate 80 (Exit 184)/Donner Pass Road crosswalk, among others.

Staff recommend the addition of a staff-appointed advisory committee to support the development of the Economic Vitality Strategic Plan. Staff also seeks Council direction on adding formation of a Fee Deferral Working Group to the bike rack or workplan and if added, direction as to scope and alignment with overall goal.

Overall, the Town continues to build momentum toward delivering tangible community outcomes while maintaining progress on long-term strategic goals.

Background:

The Town Council and Leadership team held a half-day retreat on January 29, 2026, at the Gravity Haus in Truckee. The retreat included the Town Council members and the Town’s Department Head team, as

well as members of the public. The retreat was an open, public meeting and several members of the public attended to provide public comment and listen to the retreat discussion. Retreat discussion focused on the fiscal years (FY) 2025-26 through FY 2026-27 workplan and associated updates. The Council direction during the retreat was to carry forward the existing five priorities and workplan goals and objectives.

Discussion:

Staff Analysis of Council Priorities

These quarterly achievements illustrate how organizational efforts are moving from policy approval and planning into implementation across key focus areas like communication, environmental stewardship, housing supply, and emergency preparedness. This operational shift is similar to moving from drafting a blueprint (policy) to laying the foundation (implementation) for tangible, visible changes in the community. This quarter there has been significant progress and several notable accomplishments and achievements completed or reaching key policy milestones, all detailed in the attached workplan updates. A few summary highlights that stand out for the quarter that ended June 30, 2026, include the following:

EMERGENCY PREPAREDNESS & RECOVERY

- **Complete: Assist with the Transition to a new Opt-In Public Alerting Platform** - New alerting system approved and rolled out with primary staff trained on the system. Legacy CodeRED users were brought over to new alerting system, and significant outreach completed to help inform the public.
- **Complete: Roadside Vegetation Project** - town staff pivoted and worked in partnership with the Truckee Fire Protection District to expand TFPD's scope of work this summer to include roadside vegetation maintenance within the Meadow Way neighborhood using Measure V funds.
- **Complete: EOC Staff Section-Specific Training** - EOC Orientation and refresher training held for pre-identified EOC Town staff on June 4, 2026.
- **Initiated: Develop a Comprehensive Debris Management Plan.**
- **Initiated: Develop a Comprehensive Disaster Recovery Plan.**
- **Initiated: Develop a Community Disaster Recovery Roadmap.**

ENVIRONMENTAL SUSTAINABILITY

- **Complete: Single-Use Bottle Reduction Program** – The water filling station grant program closed June 30, 2026, with a total of 23 new stations installed in Truckee through this program.
- **Complete: Assess Effectiveness of Single-Use Bottle Ordinance and Supporting Programs.**
- **Equitable Funding Strategy – 50% Complete.** Staff worked with the consultant to identify the building decarbonization measures to be analyzed as part of this project, and the consultant completed a preliminary cost analysis.
- **Reusable Foodware Promotion – 65% Complete.** Staff continue to engage with businesses and residents about the reusable foodware programs.

KEY INFRASTRUCTURE,
CONNECTIVITY & ECONOMIC
VITALITY

- **Completed: Town Modernization and Resilience Initiative.** The dedicated fiber and high-availability internet connection between Town Hall and the Corp Yard is fully implemented and tested, with redundant service through AT&T.
- **Completed: Donner Lake Transportation Strategy and Improvements –** Boulders have been installed by Public Works along the roadside shoulders where parking cannot occur without impacting the bike lane or potentially causing erosion into Donner Lake. Additional signage describing the minimum \$150 fine for parking in bike lanes has been installed.
- **Completed: Town Surveyor Request for Proposals** - Lumos was selected for new on-call contract and contract was awarded June 23.
- **NEW Electric Vehicle Charging Infrastructure Implementation (C2509) –** MuniEV Plan report complete and agendaed on the Council agenda for August 11, 2026. Phase 1 infrastructure implementation planning efforts should start in spring 2027.
- **NEW: West Reed Avenue** - Town staff field work and project scope of work development has occurred. Expected to commence construction in September 2026 and finish construction in October 2026.
- **New – Crosswalk and Curb Ramps on Church Street near Old Lumberyard:** Construction tentatively scheduled for fall.
- **New – Interstate 80 (Exit 184)/Donner Pass Road Crosswalk Improvements (CalTrans):** CalTrans lead agency.
- **New – Form Underground Utility District along Brockway Road.**

COMMUNICATION &
PUBLIC OUTREACH

- **Completed: Implement Church Street/Truckee Way Art Installation**
- **Develop Community Engagement Framework: 80% Complete**
- **Townwide Aerial Mapping Project: 85% Complete**
- **Development of a Communications Resource Guide: 90% Complete**
- WhatsApp group has been implemented with messages shared in both English and Spanish. 155 members to date with meaningful engagement during recent events, loss of power events, fires, etc.
- **Support Communications and Event Tabling: Community Block Party planning.**

WORKFORCE HOUSING

- **Housing Element Implementation: Complete**
- **Develop Housing on Town Owned Land (Edmunds Loft): Complete**
- **Initiated** - Home Repair/Rehabilitation Program.
- **Initiated** – Senior Housing policy research and development for including seniors in workforce housing programs.
- Housing Element Adoption – 7th Cycle 60% Complete: Housing Element draft was submitted to HCD for 90-day review on 7/9/26.
- **Support Truckee Tahoe Homeless Advisory Committee – 95% Complete:** Navigation pilot has reached its 4th month of operations and continues to see high utilization rates with occupancy at 90-100%. Over the last 30 days police calls for service in that area have declined. The Truckee Tahoe Homeless Advisory Committee added a resident representative to the committee to represent the neighborhood.

Outcomes:

During the May 2026 Workplan Update, Council had a brief discussion regarding incorporating outcomes into the workplan. Since that discussion staff have been thinking through various ways to incorporate outcomes and suggests that outcomes be discussed as part of the upcoming January 2027 Council retreat when the new council will be seated, new priorities will be developed and a new corresponding workplan developed. This will allow Council to decide, if you would like outcomes incorporated into the workplan, agree as to which outcomes will be reported and preferred format. Should Council direct staff to include outcomes going forward, staff would recommend aligning that with the new workplan.

Project Specific Updates – Economic Vitality Action Plan Advisory Committee Recommendation

During summer of 2026 staff met with Town consultant, BAE, to launch the development of the Economic Vitality Action Plan that was approved by Council in June 2026. While work has initiated on this project, staff realize the importance of this being the Town's first Economic Vitality Plan and roadmap and believe there would be value added in forming an advisory committee of various business perspectives to ensure a comprehensive action plan is formed. As such, staff recommends forming a staff-appointed Advisory Committee to work with the consultant and staff. Staff's recommended Advisory Committee composition is as follows:

Council Liaisons: Dave Polivy and incoming Council member Jason Toups

Business Representatives: Hayden Pruitt, Bill Greeno, and Amanda Washburn

Construction Representative: Up to one additional representative, in this business sector, yet to be identified.

Chamber of Commerce: Jessica Penman, Chamber President & CEO

The Town's consultant, BAE, is supportive of forming the Advisory Committee and looks forward to partnering with the Committee and Town staff, but it should be noted that staff expects that a future budget and contract amendment would come forward for a modest budget increase to support Advisory Committee work. If approved, staff plans to convene the Advisory Committee and work in collaboration with the Committee and Consultant to review the current scope of work, recommend revisions to the scope (if needed). A corresponding budget amendment would come back to Council in the fall.

Other Significant Operational or Strategic Priorities:

In addition to the five strategic focus areas, a work plan is provided which identifies other significant operational priorities. These are on-going special projects, new special projects/operational priorities that staff will continue to work on throughout the year for operational, organizational efficiencies, previous Council direction or are required as state mandates. These Goals are summarized below and included with more subtask detail as Attachment 4:

Goal 1 – Organizational Health & Systems

Goal 2 – Organizational Assessment

Goal 3 – Collaboration with Special Districts

Notable accomplishments this quarter include:

- Implementation of 401(a) Tax Savings Plans
- Performance Management Software
- Policy Updates adopted by Council in May 2026

Bike Rack:

As a Town organization, we value the input from our community and recognize there are many different interests and priorities beyond what we have the capacity to address, even over a two-year term. However, we do not want to lose sight of other identified potential action items. As such, an additional list of items is provided as Attachment 3 and referred to as a “bike rack” of options. These are action items for which staff support has been requested but that are *not* included in the proposed workplan, due to organizational capacity. Council could choose to include any of these items in the work plan but would have to identify equivalent work plan items to remove. Alternatively, these items can remain in the bike rack or removed from the bike rack. Additional items can be added to the bike rack, and as the year progresses Council could choose to include items from the bike rack later, depending on capacity at that time.

Fee Deferral Working Group: At the September 8, 2026, Council meeting, Council discussed the concept of forming a “Fee Deferral Working Group” to bring staff and elected officials from partner agencies together to discuss the impact of fee deferrals on housing developments with the goal of a unified approach to deferrals among all of the districts. Staff seeks Council direction on adding this to the bike rack or workplan and if added, direction as to scope and alignment with overall goal.

Conclusion: Overall, this period illustrates significant momentum across the Town's strategic goals, successfully finalizing major policy and planning documents while simultaneously delivering tangible results in housing, public safety, community engagement and inclusion and key infrastructure project progress.

Priority:

☒	Enhanced Communication	☒	Climate and Greenhouse Gas Reduction	☒	Housing
☒	Infrastructure Investment	☒	Emergency and Wildfire Preparedness	☒	Core Service

Attachments:

1. Summary of Other On-Going Service Efforts
2. FY 2025-27 Council priorities Workplan Update March 31, 2026
3. FY 2025-27 Workplan – Other Significant Priorities
4. FY 2025-27 Workplan – Bike Rack

Fiscal Impact: No impact at this time, although it is expected that a modest budget and contract amendment will be needed in the future to support the Economic Vitality Action Plan Advisory Committee.

Public Communication: Publication of this staff report.