



KEY INFRASTRUCTURE & CONNECTIVITY

Goal 1: Policy – General Plan Implementation.

Goal 2: New Library – Partner with Nevada County, Friends of the Library, and regional partners to advance the development of a new, modern Truckee Library.

Goal 3: Mode Shift – Support Connectivity through Infrastructure Development that Promotes Alternative Forms of Transportation.

Goal 4: Downtown Infrastructure.

Goal 5: Public Transportation.

Goal 6: West River Revitalization.

Goal 7: Community Serving Infrastructure

Goal 8: Cybersecurity Posture and Operational Risk



EMERGENCY PREPAREDNESS

Goal 1: Policy – General Plan Implementation.

Goal 2: Vegetation Removal – Fuels Management.

Goal 3: Disaster Preparedness and Evacuation.

Goal 4: Regional Collaboration – Establish and Maintain Regional Community Partnerships.



WORKFORCE HOUSING

Goal 1: Policy – General Plan Implementation.

Goal 2: Increase staffing Capacity.

Goal 3: Collaborate with Regional and State/Federal Partners to Develop Policies, Funding Strategies and Approaches to Increase Housing for Local Workforce.

Goal 4: Workforce Housing – Develop Workforce Housing Units.

Goal 5: Develop new programs to increase the production, creation, and preservation of housing for the local workforce.

Goals 6: Support and enhance existing Town Housing programs.

Goal 7: Support Housing Solutions for Unhoused.



ENVIRONMENTAL SUSTAINABILITY

Goal 1: Policy – General Plan Implementation.

Goal 2: Preservation of Donner Lake.

Goal 3: Waste Reduction Efforts.

Goal 4: Town Policies and Practices – Incorporate sustainable practices into Town policies and practices.

Goal 5: Mode Shift Programs – Explore bike, micro-mobility, and micro-transit options.

Goal 6: Greenhouse Gas Emissions Reduction – Reduce GHG Emissions from Buildings.

Goal 7: Destination Stewardship Plan.

Goal 8: Biomass – support efforts to explore biomass plant viability.



COMMUNICATION & PUBLIC OUTREACH

Goal 1: New Town website that improves ease of access to information and increase engagement.

Goal 2: Re-envision Town Branding.

Goal 3: Community engagement around priority initiatives.

Goal 4: Build relationship and enhance engagement with target populations.

Goal 5: Town wide Communications Plan.

Goal 6: Staff and Council training to support community engagement.

Goal 7: Public Art Master Plan Implementation.

Goal 8: Evaluate Downtown Visitor Services.

Goal 9: Special Events.



Invest in Key Infrastructure & Community Connectivity to Enhance the Quality of Life for Everyone

Goal 1: Policy – General Plan Implementation

Related Goals:



✓ Task 1.1 – General Plan Adoption

Description: Comprehensive 2025 General Plan Update including the creation of a Climate Action Element, an update of the Truckee Downtown Specific Plan, preparation of a Final Environmental Impact Report and changes in support of SB2 housing site rezones.

Target Date: Spring 2023

Status: 100% Complete

Lead: Planning

Supporting: All



Project Update June 30, 2023: Complete - The Town Council unanimously adopted the Truckee 2040 General Plan on May 9, 2023. The FY 2023/24 – FY 2024/25 strategic plan progresses over 70 policies and action items outlined in the 2040 General Plan.



Invest in Key Infrastructure & Community Connectivity to Enhance the Quality of Life for Everyone

Goal 2: Partner with Nevada County, Friends of the Library and Regional Partners to Advocate for the Development of a New, Modern Truckee Library

Related Goals:



✓ Task 2.1 – Town Involvement in Joint Powers Authority (JPA) Formation Process

*Description: **2040 General Plan Community Character Element Action Item CC-6.1** - The Town will continue to have a significant role in the JPA formation process, including working with Nevada County, Friends of the Library, and other partners to address the "outstanding issues" identified in the JPA formation study, develop a JPA agreement and JPA roadmap. Town Council consideration of JPA agreement and roadmap adoption is anticipated in December 2023.*

Project Update September 30, 2023: Draft JPA has been completed and was approved by Town and County at the staff/legal review level in November 2023. The agreement has not yet been presented to the Town Council and Nevada County Board of Supervisors for consideration and approval.

December 31, 2023: JPA and MOU were approved by the Truckee Town Council, Nevada County Supervisors, and Friends of the Truckee Library in January 2024.

March 31, 2024: Staff is working with Nevada County on the steps to establish the JPA. Town Manager and Assistant to the Town Manager have been designated to the board.

Target Date: FY 2023/24 - expected timeline through end of 2023 to complete formation next steps.

Status: **100% Complete**



Lead: Town Manager's Office & Assistant to the Town Manager

Supporting: Town Attorney



Invest in Key Infrastructure & Community Connectivity to Enhance the Quality of Life for Everyone

Goal 2: Partner with Nevada County, Friends of the Library and Regional Partners to Advocate for the Development of a New, Modern Truckee Library

Related Goals:



✓ Task 2.2 – Complete Initial Polling for a Library Revenue Measure

Description: 2040 General Plan Community Character Element Action Item CC-6.1 - Town is funding and contracting for initial polling, which is a partnership effort between Town, FOTL, Nevada County and Placer County.

Project Update June 30, 2023: Polling stakeholder group convened in early January, including Town consultants, FOTL, Nevada County, Placer County, Town, and community representative. Polling was complete in spring 2023 and results were presented to and accepted by the Town Council on May 23, 2023.

Target Date: 6/30/2023

Status: 100% Complete



Lead: Town Manager's Office & Assistant to the Town Manager

Supporting: Town Attorney

Task 2.3 – Building Impact Fee Subsidy

Description: 2040 General Plan Community Character Element Action Item CC-6.1 - Funding is identified in CIP 2110. Fee subsidy timing will coincide with when fees are incurred.

Project Update: Not started because no building or impact fees have been incurred.

Target Date: FY 2024/25

Status:

Lead: Town Manager & Assistant to the Town Manager

Supporting:



Invest in Key Infrastructure & Community Connectivity to Enhance the Quality of Life for Everyone

Goal 2: Partner with Nevada County, Friends of the Library and Regional Partners to Advocate for the Development of a New, Modern Truckee Library

Related Goals:



Task 2.4 – Collaborate with Partners to Develop Library Partnership Communication Plan

Description: 2040 General Plan Community Character Element Action Item CC-6.1 - Communications plan is intended to inform the community about the project, project benefits, and regional partnership efforts that are supporting this project.

Project Update:

September 30, 2023: Town funded Library awareness video in late summer 2023. Communication efforts are anticipated to ramp up as design progresses.

Target Date: 12/31/23

Status: In Progress –65%

Lead: Town Manager & Assistant to the Town Manager

Supporting: Community Engagement

Task 2.5 – Support Lot Line Adjustment Process to Create New Library Parcel

Description: 2040 General Plan Community Character Element Action Item CC-6.1 - Land underlying the library site is owned by three agencies (TDPUD, TSD and TDRPD). The agencies have agreed to a lot line adjustment to create one parcel owned by TDRPD. TDPUD is leading this effort, and the Town is supporting the process as necessary.

Project Update September 30, 2023: In process with TDPUD as the lead on the lot line adjustment.

Target Date: 06/30/2024

Status: In Progress – 75% Complete

Lead: Engineering

Supporting: Planning

December 31, 2023: Documents for the lot line adjustments are almost complete and should be executed in February or March 2024.



Invest in Key Infrastructure & Community Connectivity to Enhance the Quality of Life for Everyone

Goal 2: Partner with Nevada County, Friends of the Library and Regional Partners to Advocate for the Development of a New, Modern Truckee Library

Related Goals:



Task 2.6 – Participate in Library Design Group

Description: **2040 General Plan Community Character Element Action Item CC-6.1** - The library design group will serve as an advisory subcommittee to the JPA to provide input on library design issues. The Town's Economic Development Analyst will be a member of this subcommittee and technical staff will participate as necessary throughout the process.

Project Update December 31, 2023: Consultant RFP process is nearing completion, and a design contract is expected to be executed by Nevada County in February or March 2024. Staff is working with Nevada County and Friends of the Truckee Library on a design cost sharing agreement.

March 31, 2024: Nevada County has entered a contract with JKA/E/Group 4 for library design and design meetings are occurring at regular intervals, in addition to public engagement and surveys regarding the library programming. Town entered into a cost sharing agreement with Nevada County and Friends of the Truckee Library to share design costs.

Target Date: 06/30/2025

Status: In Progress – 20% Complete

Lead: Economic Development

Supporting: Engineering & Planning



Invest in Key Infrastructure & Community Connectivity to Enhance the Quality of Life for Everyone

Goal 3: Support Connectivity Through Infrastructure Development that Promotes Alternative Forms of Transportation

Related Goals:



Task 3.1 – Truckee River Legacy Trail Phase 4A

*Description: **2040 General Plan Mobility Element Action Item M-2.G** - This project includes the eastern end of Phase 4 of the Truckee River Trail (connecting Cottonwood to the southern Town Boundary with a connection over the Truckee River to West River Street and a trailhead accessible via South River Street. The trail construction should be substantially complete by the fall of 2023 but the bridge over the Truckee River will be delayed until 2024.*

Project Update September 30, 2023: Project is ongoing. A majority of the project has been completed, with the setting of the bridge across the Truckee River and associated connections to be completed in summer 2024. The trail will not be open this winter.

March 31, 2024: Construction is 95% complete. Completion is planned for early July. Bridge across the Truckee River was set in May.

Target Date: Summer 2024

Status: Construction 90% Complete with completion to occur in 2024.

Lead: Engineering

Supporting: Community Engagement



Invest in Key Infrastructure & Community Connectivity to Enhance the Quality of Life for Everyone

Goal 3: Support Connectivity Through Infrastructure Development that Promotes Alternative Forms of Transportation

Related Goals:



Task 3.2 – West River Streetscape Improvement

*Description: **2040 General Plan Mobility Element Action Item M-2.J** - Design and construction of streetscape improvements (curb, gutter, sidewalk, landscaping, utility undergrounding, parking improvements) on West River Street from Bridge Street to Mill Street/Riverside Drive intersection. The Project has four components including: undergrounding utilities from the Truckee Tire to 10083 East River Street; Jax Diner parking lot improvements; north side sidewalk; and south side sidewalk. Construction includes one pedestrian median island. Some underground utility work is occurring during this project for Reimagine Bridge Street.*

Project Update September 30, 2023: Project is ongoing. Sidewalk has been set on the north side and a portion of the south side of West River. Storm drain was installed and upgraded, and some joint trench was installed. The project is scheduled to be completed by September 2024 with additional sidewalk, median, and utility undergrounding work to occur in 2024.

March 31, 2024: Construction is underway and scheduled for completion in 2024.

Target Date: FY 22/23 – FY 23/24

Status: Construction 75% Complete with completion to occur in 2024.

Lead: Engineering

Supporting: Community Engagement



Invest in Key Infrastructure & Community Connectivity to Enhance the Quality of Life for Everyone

Goal 3: Support Connectivity Through Infrastructure Development that Promotes Alternative Forms of Transportation

Related Goals:



✓ Task 3.3 – Church Street Extension/Trout Creek Restoration

Description: 2040 General Plan Mobility Element Action Item M-2. J - Planning, design, and construction of the Town's portion of the extension of Church Street from the balloon track in the Railyard development to Glenshire Drive. Project includes the restoration of Trout Creek, a bridge over Trout Creek and a roundabout at the Glenshire Drive/Church Street Extension intersection.

Project Update September 30, 2023: Construction is substantially complete. Additional work includes project closeout, grant close out, and three years of restoration monitoring.

December 31, 2023: Construction is complete. Notice of Completion filed. Closeout of grants expected Q1 2024. First year of restoration monitoring completed in 2023 with two more years to ensure expected growth of vegetation in the restoration area.

March 31, 2024: Closeout of grants complete. Vegetation monitoring and support is currently occurring this summer to achieve expected growth within floodplain.

Target Date: FY 23/24

Status: 100% Complete
Monitoring on-going

Lead: Engineering

Supporting: Community Engagement





Invest in Key Infrastructure & Community Connectivity to Enhance the Quality of Life for Everyone

Goal 3: Support Connectivity Through Infrastructure Development that Promotes Alternative Forms of Transportation

Related Goals:



Task 3.4 –Railyard Mobility Hub Implementation – Phase 1, 2a and 2b

Description: Feasibility study completed. Pursue land acquisition for new site. In October 2020 the Town completed the "Truckee Transit Center Relocation Feasibility Study" which conducted an alternatives analysis to consider replacing or augmenting the existing Transit Center located at the Truckee Depot. A grant has been acquired by one of the Town's project partners for up to \$1 million for construction of Phase 1 which consists of bus bays, passenger shelters, landscaping, and other passenger amenities. Phase 2 will consist of the construction of the climate-controlled transit center and adjacent parking lot and electric vehicle charging. Collectively this Project will provide numerous multi-modal options and has been rebranded as the "Truckee Railyard Mobility Hub."

Project Update December 31, 2023: Construction for Phase 1 was substantially complete in November 2023 and the facility/site opened to transit services and passengers in December 2023. The restroom is still on order but scheduled for delivery and installation in Spring 2024. Phase 2a is currently under design and includes additional parking and municipal and public electric vehicle charging. Construction is scheduled for the 2024 construction season with the majority of funding being provided via the Transit Intercity Rail Capital Investment Program (TIRCP). Phase 2b, which includes the climate-controlled transit passenger waiting facility and final street and landscaping, has yet to begin design. Funding to initiate design is also from the TIRCP program with funding allocation schedule for approval at the May 2024 California Transportation Commission meeting.

March 31, 2024: Construction for Phase 1 is almost complete, with the restroom on-site. Restroom cladding materials and utility connections to be completed in summer 2024. Phase 2A is out to bid as of 6/13/24, with an expected completion date of September 30, 2024. Phase 2B is the final phase of the Mobility Hub Project with the final phases including final design and construction. The RFP for final design will be issued in late summer with final design being complete in Spring 2025 and construction tentatively scheduled for Summer 2025.

Target Date: FY 2024/25 +

Status: Phase 1 Design: Complete

Phase 1 Construction: 95%

Phase 2a Design: 100% Complete

Phase 2 a Construction: Out to Bid

Phase 2b Design: 10% Complete

Lead: Transportation

Supporting: Community Engagement
& Economic Development



Invest in Key Infrastructure & Community Connectivity to Enhance the Quality of Life for Everyone

Goal 3: Support Connectivity Through Infrastructure Development that Promotes Alternative Forms of Transportation

Related Goals:



Task 3.5 – West River Street Redevelopment

Description: 2040 General Plan Mobility Element Action Item M-2. J; Land Use Element LU-9.1, LU-9.2, LU-9.9 - 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. Design and construction of a riverfront open space park (site work, landscaping, hard-scaping, and site fixtures) at the site of former Nevada County Corp Yard. The site will include a mix of riparian restoration, riverfront park, and river-oriented commercial development. Commercial development construction is anticipated to be financed and constructed by commercial developers.

Project Update December 31, 2023: Council authorized bidding on the project on January 23, 2024.

Target Date: FY 2024/25

Status: In Progress – 95% Design Complete; Construction to start in 2024

Lead: Engineering

Supporting: Community Engagement

March 31, 2024: Construction contract awarded to Ruppert Construction. Currently under construction as of late May/early June.



Invest in Key Infrastructure & Community Connectivity to Enhance the Quality of Life for Everyone

Goal 3: Support Connectivity Through Infrastructure Development that Promotes Alternative Forms of Transportation

Related Goals:



Task 3.6 – Jibboom Street Sidewalk Feasibility Study

*Description: **2040 General Plan Mobility Element Action Item M-2.J** - Prepare a study to evaluate potential pedestrian/bicycle improvements on Jibboom Street between Bridge Street and the Stoneridge Development, including several alternatives such as widening, the conversion to a one-way street, and improvements to the Keiser Avenue/Jibboom Street intersection. Preferred alternative has yet to be determined.*

Project Update September 30, 2023: Consultants working to finalize preliminary layouts and cost estimates for three main alternatives. Staff will be meeting with affected property owners (including Caltrans and TDPUD) over the winter. Project schedule may be slowed due to resource constraints (work on private development and other CIPs).

December 31, 2023: Preliminary design substantially complete. Next steps are for property owner and community outreach (in-person and online) expected Spring/summer 2024.

Target Date: FY 2025/26

Status: In Progress – **50% Complete**

Lead: Engineering

Supporting: Community Engagement



Invest in Key Infrastructure & Community Connectivity to Enhance the Quality of Life for Everyone

Goal 3: Support Connectivity Through Infrastructure Development that Promotes Alternative Forms of Transportation

Related Goals:



Task 3.7 – Reimagine Bridge Street

*Description: **2040 General Plan Mobility Element Action Item M-7. A** - Evaluation, design and construction of improvements to the Bridge Street/Donner Pass Road and Bridge Street/West River Street intersections. Improvements are anticipated to include traffic signals, sidewalks, crosswalks, pre-emption infrastructure, utility undergrounding, and railroad gates. Project goals consider traffic capacity, pedestrian/bicycle facilities, safety, aesthetics, and ability to implement a Union Pacific Railroad "Quiet Zone".*

Project Update September 30, 2023: Project is still in the design phase, approximately 85% plans. We have come to an agreement between UPRR and CPUC for the crossing configuration. The Town was recently awarded \$1,000,000 in grant funding for the crossing.

March 31, 2024: Continuing to work on design. Next meeting with stakeholders scheduled for early July.

Target Date: FY 2024/25

Status: 85% Design Plans

Lead: Engineering

Supporting: Community Engagement



Invest in Key Infrastructure & Community Connectivity to Enhance the Quality of Life for Everyone

Goal 3: Support Connectivity Through Infrastructure Development that Promotes Alternative Forms of Transportation

Related Goals:



Task 3.8 – Pioneer Trail and Bridge Street Extension

Description: Construction of a new access road linking Tahoe Donner to SR 89 north/SR 267 via an extension of Pioneer Trail as well as a connection to Downtown Truckee via a Bridge Street extension using the Trout Creek I-80.

Project Update: September 30, 2023: Staff has been working with consultants to finalize the environmental, traffic, emergency access and funding strategies. A summary of the work done date will be presented to the Town Council in December for feedback and direction.

December 31, 2023: Staff has completed its work with consultants to finalize the environmental, traffic, emergency access and funding strategies. A summary of the work was presented to the Town Council in December 2023, during which time Council directed staff to pause further work on the project and reconsider the project as part of the 25/26 work plan.

Target Date: TBD

Status: 100% Complete

Lead: Engineering

Supporting: Community Engagement





Invest in Key Infrastructure & Community Connectivity to Enhance the Quality of Life for Everyone

Goal 3: Support Connectivity Through Infrastructure Development that Promotes Alternative Forms of Transportation

Related Goals:



Task 3.9 – Truckee River Legacy Trail Phase 4B

*Description: **2040 General Plan Mobility Element Action Item M-2. G** - Construction of the portion of the Truckee River Legacy Trail Phase 4 project located in Placer County. The work is anticipated to include the continuation of the trail to a bridge across the Truckee River and a trailhead parking lot at the corner of West River Street and Highway 89 South. This portion of the trail is mostly located in Placer County and the Town anticipates sharing some construction costs with Placer County for the completion of this trail. Initiate final design in FY 23/24. Construction timing would depend on construction funding but may occur as soon as 2025.*

Project Update September 30, 2023: No work was completed last quarter and work will be delayed until there is adequate staff capacity.

March 31, 2024: Staff is working with Placer County on property acquisition options. Design has not restarted.

Target Date: FY 2024/25

Status:

Lead: Engineering

Supporting: Community Engagement



Invest in Key Infrastructure & Community Connectivity to Enhance the Quality of Life for Everyone

Goal 3: Support Connectivity Through Infrastructure Development that Promotes Alternative Forms of Transportation

Related Goals:



Task 3.10 – Railyard Development Agreement Discussion

*Description: **2040 General Plan Community Character Element Action Item CC-3.1** - This project includes the Town's financial commitments associated with the implementation of the 2017 Railyard Master Plan Development Agreement. It includes the Town's financial obligations associated with a loan for the Artist Housing, the construction of a roundabout at the intersection of Donner Pass Road and Church Street, the development of a theatre, and the construction of a streetscape improvement associated with the Railyard Phase 1 infrastructure. Future expenditures are tied to the theater. Removal of the theater would require revisions to the Development Agreement.*

Project Update:

Target Date: FY 2023/24

Status: On Hold – Only items related to the theatre remain to be implemented

Lead: Engineering

Supporting: Planning & Town Attorney

Task 3.11 – Update Trails and Bikeways Master/Active Transportation Plan

*Description: **2040 General Plan Mobility Element Action Item M-2. A** - Update the Truckee Trails and Bikeways Master Plan. This will require significant public outreach and engagement and an advisory committee.*

Project Update September 30, 2023: No work was completed last quarter, but staff plans to initiate an RFP in early 2024.

December 31, 2023: Staff is recommending delaying this project at least another 6 months due to workload issues and staffing changes.

Target Date: FY 2024/25

Status: Delay

Lead: Engineering & Transportation

Supporting: Community Engagement



Invest in Key Infrastructure & Community Connectivity to Enhance the Quality of Life for Everyone

Goal 3: Support Connectivity Through Infrastructure Development that Promotes Alternative Forms of Transportation

Related Goals:



Task 3.12 – Joerger Drive – Riverview Sports Park Trail Connection

*Description: **2040 General Plan Mobility Element Action Item M-2. G** - Design and construct a Class I paved trail connecting Phase 2 of the Truckee River Legacy Trail to Joerger Drive by the Riverview Sports Park.*

Project Update December 31, 2023: The California Natural Resource Agency pushed out the grant award from December 2023 to spring 2024. Staff requested proposals for design in December 2023 and received two proposals. A consultant will be chosen in Q1 2024 with staff planning for a quick design process. There is a potential for construction in summer/fall 2024 but it will depend on landowner agreements and staff workload capacity.

March 31, 2024: Consultant is on board and has provided 60% design plans and engineering. Staff is currently working through Environmental Review of the project, which will lead to execution of a grant agreement with California State Parks. Due to staff workload, expected bidding and construction in 2025.

Target Date: FY 2023/24

Status: In Progress – **60% Complete Design**

Lead: Engineering & Transportation

Supporting: Community Engagement

~~Task 3.13 – Mogule Lane/Pioneer Trail Connector Trail~~

~~*Description: **2040 General Plan Mobility Element Action Item M-2. G** – This project would include design and construction of approximately 1.5 miles of Class I paved trail connecting the Trout Creek Trail to Pioneer Trail and Mogule Lane near its intersection with Basel Place.*~~

~~*Project Update: Design work will not initiate until Fiscal Year 26/27 at the earliest.*~~

Target Date: Design Work: FY 2024/25.

Status:

Lead: Engineering & Transportation

Supporting: Community Engagement



Invest in Key Infrastructure & Community Connectivity to Enhance the Quality of Life for Everyone

Goal 3: Support Connectivity Through Infrastructure Development that Promotes Alternative Forms of Transportation

Related Goals:



Task 3.14 – Parking Strategic Plan

Description: The current plan was completed in November 2019 and this task works towards implementation of that plan to address enforcement, infrastructure, and parking pricing policies as well as reducing Vehicle Miles Traveled.

Project Update December 31, 2023: "Customer Experience" and "Technology" with fifteen new faceplates ordered and upgrades to the app including "text to pay" option forthcoming upgrades. New faceplates will replace existing faceplates that been malfunctioning or out of service. 15 more are scheduled to be ordered next fiscal year. Additional Parking Officers have also been hired in trained to provide 7 day coverage. Policy Recommendations outlined in the "Parking Strategic Plan" are under review as these recommendations had been delayed given COVID pandemic shortly after plan adoption. Engineering/Transportation staff will now attend monthly Truckee Downtown Merchants Association meetings in coordination with PD and Economic Development starting in January.

Target Date: FY 2024/25

Status:

Lead: Transportation & Police

Supporting: Community Engagement, Town Manager

March 31, 2024: Staff continue to focus on customer experience with the next focus area being related to "Text to Pay." This has required set up transaction abilities with banking systems and vendor. This is scheduled to go live in Summer 2024. In early summer, staff will conduct a walking audit of parking inventory, infrastructure and signage to support both compliance and enforcement. Staff continues to attend monthly TDMA meetings to receive and provide information on Parking Program and policies.



Invest in Key Infrastructure & Community Connectivity to Enhance the Quality of Life for Everyone

Goal 3: Support Connectivity Through Infrastructure Development that Promotes Alternative Forms of Transportation

Related Goals:



Task 3.15 – Trout Creek Restoration Reach 1, Segment A

Description: Final design and construction on Reach 1, Segment A of Trout Creek in the vicinity of the School Street bridge and upstream of the previously completed Reach 1A work.

Project Update:

December 31, 2023: Staff anticipates initiating design in the spring of 2024.

Target Date: Construction by 2017

Status:

Lead: Public Works/Engineering

Supporting:

Task 3.16 – Downtown Railroad Pedestrian Crossing

Description: Assessing the feasibility of one or more at, below, or above grade crossing in the area generally bound by Bridge Street and McIver Crossing.

Project Update December 31, 2023: Staff has drafted a Request for Proposal and anticipates advertising this in Spring 2024. The scope is granted funded and with deliverables focused on feasibility of one or more at, below, or above grade crossing in the area generally bound by Bridge Street and McIver Crossing.

March 31, 2024: RFP drafted and approved by Caltrans. Solicitation scheduled for April 2024 and to close in May 2024 with potential contract award in June 2024.

Target Date: 2025

Status: In Progress – 5% Complete

Lead: Public Works/Engineering

Supporting:



Invest in Key Infrastructure & Community Connectivity to Enhance the Quality of Life for Everyone

Goal 3: Support Connectivity Through Infrastructure Development that Promotes Alternative Forms of Transportation

Related Goals:



Task 3.17 – Tahoe Donner Trail (NEW)

Description: Trail to connect Trout Creek Trail through Tahoe Donner to the Alder Creek Adventure Center. Work to be completed by Tahoe Donner Association through a reimbursement agreement.

Project Update March 31, 2024: Tahoe Donner Association staff is drafting a reimbursement agreement.

Target Date: Design Complete Target 2026

Status: In Progress – 5% Complete

Lead: Public Works/Engineering

Supporting:



Invest in Key Infrastructure & Community Connectivity to Enhance the Quality of Life for Everyone

Goal 4: Downtown Infrastructure

Related Goals:

Task 4.1 – Sidewalk Vending Permit Development

Description: Develop permit program to regulate street vending.

Project Update September 30, 2023: Research is continuing, and staff will be working to develop a draft ordinance over the next several months.

March 31, 2024: Anticipated timeline has been extended to fall 2024.

Target Date: FY 2023/24

Status: In Progress – 25% Complete

Lead: Planning

Supporting: Community
Engagement



Invest in Key Infrastructure & Community Connectivity to Enhance the Quality of Life for Everyone

Goal 5: Public Transit Operations

Related Goals:



Task 5.1 – Evaluate Local Funding Mechanism to Support Existing Transit Operations and Expansion

*Description: **2040 General Plan Mobility Element Action Item M-3.C** - In order to continue the successful micro transit pilot programs, the Town will need to identify new sources of local revenue to continue this program. A focused public opinion survey focused on transit will be conducted in Q1 and Q2 of FY23/24.*

Project Update December 31, 2023: Staff continues to provide public information updates to various community groups and organizations regarding the overall role transit plays in the community's economic vitality, quality of life, and environmental sustainability. This includes general information to raise awareness as well as recent successes associated with TART Connect. Additional outreach efforts have also been focused on increasing awareness and convenience of Truckee TART services as well as Placer TART services for winter travel, including travel to and from the resorts. Community surveys were also conducted to better understand the community's support for a future local funding mechanism and revenue stream.

March 31, 2024: Ongoing discussion were had at Council regarding both a potential special tax as well as general tax to fund transit and transit as well additional Town services/projects, respectively. Additional public opinion surveys scheduled for April/May 2024 related to general sales tax. This information will be brought before the Council in May/June as to meet July 8th deadline for placement of measure on November 2024 ballot.

Target Date: FY 2023/24

Status: 75%

Lead: Transportation

Supporting: Town Manager, Town Clerk, Town Attorney and Community Engagement



Invest in Key Infrastructure & Community Connectivity to Enhance the Quality of Life for Everyone

Goal 5: Public Transit Operations



Task 5.2 – Transit Fleet Conversion and Expansion

*Description: **2040 General Plan Mobility Element Action Item M-3. O** - As the Town seeks to improve and expand transit, transit fleet replacement and even fleet expansion will be required. Staff will seek to replace vehicles with the best available technology that supports and balances Community Connectivity as well as Climate goals.*

Project Update December 31, 2023: Staff is in the process of placing an order for six (6) new electric Ford Transit Vans to be incorporated into the Town Transit Fleet. This is also being funded by TIRCP grant and will come to Council in Spring 2024. Additional charging will be installed at the Railyard Mobility Hub as part of Phase 2a and staff is also evaluating the feasibility and cost of retrofitting Riverview Corp Yard for EV charging of Transit Vehicles while the Public Service Center expansion planning begins.

March 31, 2024: Purchase Order approved by Council in February 2024 and order placed with vendor. Delivery anticipated in Fall 2024

Target Date: FY 2025/26

Status: In Progress – **60% Complete**

Lead: Transportation

Supporting: Fleet



Invest in Key Infrastructure & Community Connectivity to Enhance the Quality of Life for Everyone

Goal 5: Public Transit Operations

Related Goals:



Task 5.3 – Transit Maintenance and Storage Facility Expansion at Public Service Center

Description: Staff proposes to complete final phases of the Public Services Center that were not constructed as part of the last phase. These final phases and buildings will serve to provide dedicated maintenance and storage facilities for current and future Truckee TART transit operations.

Project Update December 31, 2023: Staff is still in the process of initiating the needs assessment which has been staggered to be incorporated into the Truckee TART Short Range Transit Plan being led by the Nevada County Transportation Commission and currently under development by LSC Transportation Consultants

March 31, 2024: No additional progress to date given focus on wrapping Phase 1 construction and restroom delivery and Phase 2A final design and advertisement.

Target Date: FY 2025/26

Status: 5% Complete

Lead: Transportation & Engineering

Supporting: Fleet



Invest in Key Infrastructure & Community Connectivity to Enhance the Quality of Life for Everyone

Goal 5: Public Transit Operations

Related Goals:



Task 5.4 – Update Eastern Nevada County Short Range Transit Plan

*Description: **2040 General Plan Mobility Element Action Item M-3. A** - The current Eastern Nevada Short Range Transit Plan (S RTP) was completed in 2018. This plan has a 5-year planning horizon and is due for an update to be led by Nevada County Transportation Commission. The Micro transit Feasibility Report completed in 2023 will serve to inform the S RTP and the future of transit in Truckee.*

Project Update December 31, 2023: LSC Transportation Consultants has completed the Existing Conditions Analysis which is under review by Town Staff. This will be rolled into a Technical Memorandum followed by the initial suite of alternatives to be carried forward for both fiscally constrained and fiscally unconstrained analysis. Pop-up events to inform and engage with the public were held in Fall 2023 with additional workshops to be held in the coming months and through the duration of the plan's development.

March 31, 2024: Technical Memo #1 - Existing Conditions Report and Technical Memo #2 - Alternatives Analysis are complete in draft form and under review by Town Transportation Team

Target Date: FY 2024/25

Status: 50%

Lead: Transportation

Supporting: Fleet & Community Engagement



Invest in Key Infrastructure & Community Connectivity to Enhance Quality of Life for Everyone

Goal 6: Downtown River Revitalization: Incentivize revitalization of East and West River Streets to enhance and activate the Truckee River

Related Goals:



Task 6.1 – Form a Stakeholder Advisory Committee

Description: **2040 General Plan Land Use Element LU-9. A & Conservation and Open Space Element Action Item COS-5.B** - Form a stakeholder advisory committee to include members such as Truckee Chamber, property owners, business owner, TDMA, Truckee River Legacy Foundation, members at large and Council Members to inform a recommendation to address relocation opportunities and appropriate incentives.

Project Update: At the May 23rd Town Council meeting, the Council provided direction to form the River Revitalization Steering Committee. Staff continue to work toward finalizing committee membership and look toward arranging the first committee meeting this summer.

September 30, 2023: A sixteen-member River Revitalization Steering Committee (R2SC) was convened in July 2023 and has met four times with meetings scheduled monthly. Additionally, two subcommittees were formed. The RFP Subcommittee worked with staff to develop an RFP, interview, and provide input on consultant selection for a consultant to lead the development of the River Revitalization Action Plan. The Business and Property Owner Subcommittee is working to inventory and develop a comprehensive contact list for business and property owners in the project area to support outreach and engagement.

Target Date: 06/30/2023

Status: 100% Complete



Lead: Economic Development

Supporting: Community Engagement





Invest in Key Infrastructure & Community Connectivity to Enhance Quality of Life for Everyone

Goal 6: Downtown River Revitalization: Incentivize revitalization of East and West River Streets to enhance and activate the Truckee River

Related Goals:



Task 6.2 – Community Outreach

Description: **2040 General Plan Land Use Element LU-9.A & Conservation and Open Space Element Action Item COS-5.B**

- Conduct outreach to business owners, residents and landowners in the East & West River area to include meetings, events, interviews and door to door outreach. Additional outreach to Truckee residents including survey and community workshops.

Project Update December 31, 2023: Public R2SC meetings have been held monthly and have been well attended by members of the public. The Steering Committee is forming communications and outreach sub-committees to continue to work with Sierra Business Council (sub-consultant to R2SC consultant) and East River PR on general communications and targeted stakeholder outreach.

March 31, 2024: January- March accomplishments included outreach and recruitment to form two new action teams (sub-committees) and planning for first significant public engagement window in April-May, to include several community workshops, coffee talks, social media outreach and an online feedback platform.

Target Date: 6/30/25 Outreach to be aligned with Phases of the project.

Status: 20%

Lead: Economic Development & R2SC

Supporting: Community Engagement



Invest in Key Infrastructure & Community Connectivity to Enhance Quality of Life for Everyone

Goal 6: Downtown River Revitalization: Incentivize revitalization of East and West River Streets to enhance and activate the Truckee River

Related Goals:



Task 6.3 – Parcel Inventory

Description: 2040 General Plan Land Use Element LU-9.A & Conservation and Open Space Element Action Item COS-5.B - Identify and inventory current industrial uses along East & West River Streets.

Project Update December 31, 2023: On online survey was set up to collect business and parcel owner contact information and in January a postcard was sent to all property owners requesting completion of this survey.

March 31, 2024: Door-to-door outreach completed to engage and inventory businesses within the project area.

Target Date: 12/31/23

Status: 75%

Lead: Economic Development & R2SC

Supporting: Planning



Invest in Key Infrastructure & Community Connectivity to Enhance Quality of Life for Everyone

Goal 6: Downtown River Revitalization: Incentivize revitalization of East and West River Streets to enhance and activate the Truckee River

Related Goals:



Task 6.4 – Receiver Site Identification

*Description: **2040 General Plan Conservation and Open Space Element Action Item COS-5.B** - Identify potential receiver sites within Town boundaries for industrial uses.*

Project Update December 31, 2023: No additional updates. R2SC will be forming an Action Team to help inform receiver site identification and consideration.

March 31, 2024: Community Economic Vitality action team formed to support consultant outreach and interviews with sample businesses in project area. This will inform understanding of whether there is business interest in relocation and if so, receiver site needs.

Target Date: 6/30/25

Status: 5%

Lead: Economic Development & R2SC

Supporting: Planning



Invest in Key Infrastructure & Community Connectivity to Enhance Quality of Life for Everyone

Goal 6: Downtown River Revitalization: Incentivize revitalization of East and West River Streets to enhance and activate the Truckee River

Related Goals:



Task 6.5 – Incentive Development & Implementation

*Description: **2040 General Plan Land Use Element LU-9.A & Conservation and Open Space Element Action Item COS-5.B** - Building off the above steps, work to implement the appropriate incentives to encourage relocation of industrial uses off East & West River Streets to other more appropriate locations in Town and allow for the activation of the Truckee River.*

Project Update December 31, 2023: No additional updates. R2SC will be forming an Action Team to help inform financial analysis and incentive recommendations.

March 31, 2024: Community Economic Vitality action team formed to support consultant outreach and interviews with sample businesses in project area. This will inform consideration of any incentives needed to address barriers to revitalization.

Target Date: FY 2024/25 +

Status: 10%

Lead: Economic Development & R2SC

Supporting: Building, Planning, Engineering & Community Engagement



Invest in Key Infrastructure & Community Connectivity to Enhance the Quality of Life for Everyone

Goal 7: Community Serving Infrastructure

Related Goals:



Task 7.1 – Hospital Master Plan

Description: **2040 General Plan Land Use Element LU-8.C & Economic Development Element Action Item ED-1.E** - Work with Tahoe Forest Hospital to develop a comprehensive hospital campus master plan that reduces its overall carbon footprint/greenhouse gas emissions, maximizes opportunities for denser development, employee housing on campus, trip reduction, trip sharing, structured parking, consolidation of jobs, and provision of “on-campus” services to reduce employee trips.

Project Update:

September 30, 2023: The Hospital District has withdrawn their request for a Master Plan. Periodic coordination is occurring (as needed) on a variety of hospital projects.

Target Date: FY 2023/24 +

Status: 100% Complete

Lead: Planning

Supporting: Town Manager,
Engineering, Town Attorney,
Community Engagement





Invest in Key Infrastructure & Community Connectivity to Enhance the Quality of Life for Everyone

Goal 8: Cybersecurity Posture and Operational Risk

Related Goals:



Task 8.1 – Independent Security Risk Assessment

Description: Engage a specialized team for an Independent Security Assessment (ISA) post-infrastructure consolidation to reassess and fortify cybersecurity defenses. This includes vulnerability assessments, penetration testing, web and firewall assessments, and incident response evaluation to establish a robust security baseline and ensure comprehensive protection across all departments.

Project Update December 31, 2023: We are exploring funding alternatives since the estimated cost of services is around \$75,000. Efforts are underway to collaborate with the California Military Department to obtain a detailed quote for these services.

March 31, 2024: We are finalizing an MOU with the California Military Department and Cal-OES, with the assessment set to begin in late August 2024. This assessment will enhance our cybersecurity by conducting vulnerability assessments, penetration tests, web and firewall evaluations, and incident response reviews to ensure protection for all departments.

Target Date: FY 2023/24

Status: 25% Complete

Lead: Information Technology

Supporting:



Enhance Partnerships & Investment for Emergency Preparedness Including Wildfire Readiness & Mitigation

Goal 1: Policy – General Plan Implementation

Related Goals:



Task 1.1 – General Plan Update

Description: Comprehensive 2025 General Plan Update including the creation of a Climate Action Element, an update of the Truckee Downtown Specific Plan, preparation of a Final Environmental Impact Report and changes in support of SB2 housing site rezones, Includes an updated Safety Element with wildfire preparedness and evacuation goals, policies, and actions

Project Update: The Town Council unanimously adopted the Truckee 2040 General Plan on May 9, 2023. The FY 2023/24 through FY 2024/25 strategic work plan advances over 70 policy and action items identified in the Truckee 2040 General Plan. Of those, nine of the policies and action items included within the Safety and Noise Element are addressed in the two-year strategic workplan.

Target Date: April 2023

Status: **100% Complete**

Lead Dept: Planning

Supporting Departments: Emergency Management





Enhance Partnerships & Investment for Emergency Preparedness Including Wildfire Readiness & Mitigation

Goal 2: Vegetation Removal & Fuels Reduction & Wildfire Hazards

Related Goals:



Task 2.1 – 2024 Roadway Vegetation Management Project

*Description: **2040 General Plan Safety and Noise Element Action Item SN-2.B & SN-2.D** - Project consists of vegetation removal and chipping along various roadways in town. Funding Dependent*

Project Update:

March 31, 2024: Staff continues ongoing coordination with NV County OES and pursuit of other State funding opportunities. Project anticipated to be commenced in 2025/2026 depending on funding availability.

Task 2.2 – Fire-Adapted Landscaping and Revegetation Standards

*Description: **2040 General Plan Safety and Noise Element Action Item SN-2.E** - Update landscaping and revegetation standards to be fire-adapted, in coordination with the Truckee Fire Protection District, including requiring use of fire-resistant planting and prohibiting flammable landscaping plantings or materials storage in the structure ignition zone (e.g., within 0–5 feet of the structure). Amend Development Code landscaping standards to address vegetation maturity in the required number of initial plantings and vegetation location/spacing requirements. Include additional amendments to address long-term defensible space and wildfire protection for the life of the landscaping.*

Project Update:

Target Date: Summer 2025

Status:

Lead Dept: Public Works

Supporting Departments: Emergency Management

Target Date: FY 2023/24

Status:

Lead Dept: Planning

Supporting Departments: Emergency Management



Enhance Partnerships & Investment for Emergency Preparedness Including Wildfire Readiness & Mitigation

Goal 3: Disaster Preparedness and Evacuation

Related Goals:



Task 3.1 – High Frequency Communications Equipment Radio Grant

Description: 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 failsafe 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 \$44,627.

Target Date: Summer 2023

Status: In Progress –95%

Lead: Emergency Management

Supporting: Facilities

Project Update September 30, 2023: Final installation is in process. Making final network connections at Town Hall. Antenna is in place.

December 31, 2023: Radio is installed in EM office. Adding an additional connection in the EOC and fine-tuning frequency interference. Have been on Cal-OES weekly check-in calls with partners throughout the State of California.



Enhance Partnerships & Investment for Emergency Preparedness Including Wildfire Readiness & Mitigation

Goal 3: Disaster Preparedness and Evacuation

Related Goals:



Task 3.2 – Police Radio Upgrade

Description: Nevada County Sheriff is upgrading their radio system to allow for better coverage, better officer safety capabilities (man-down notifications), and encryption as required by new state legislation. These upgrades will require the Police Department to also work on our radio system to be compliant. We are currently scoping what will be required to maintain interoperability with Nevada County Regional Dispatch Center.

Project Update December 31, 2023: We continue to work with the State and Nevada County on this project. Nevada County has hired a consultant to "represent" us while working with the State due to the complexity of the project. Project will include installation of several new radio sites in eastern Nevada County. Earmarks are still stalled in the federal budget process, but significant opportunities exist for other / additional funding opportunities. Nevada County has also indicated a willingness to share funding for this project as part of the project involves purchasing equipment for the State to install and receiving credit for user (subscriber) fees. Project continues to take significant amount of EM time and expertise to move forward.

Target Date: Fall 2024

Status: In Progress –25%

Lead: Emergency Management

Supporting:

March 31, 2024: Working on a contract for consultant support starting in July to continue moving this project forward. Grant application submit.



Enhance Partnerships & Investment for Emergency Preparedness Including Wildfire Readiness & Mitigation

Goal 3: Disaster Preparedness and Evacuation

Related Goals:



✓ Task 3.3 – Update/Redo Town Emergency Operations Plan (EOP) with Annexes

Description: 2040 General Plan Safety and Noise Element Action Item SN-6.A -Coordinate with other emergency response agencies to update the Emergency Operations Plan for Truckee by 2022 and every five years thereafter. Coordinate with agencies to implement measures, including response to fire, earthquake, blizzard, hazardous materials spills, and other disasters.

Project Update December 31, 2023: EOP review has been completed and is scheduled for Feb 13th, 2024, Council meeting.

March 31, 2024: EOP Part 1 & 2 adopted at the February 13, 2024, Council meeting.

Target Date: Spring 2023

Status: 100% Complete



Lead: Emergency Management

Supporting: Community Engagement

✓ Task 3.4 – Develop updated Emergency Operations Center (EOC) format and position matrix with job aids for each position

Description: Completed in Conjunction with Task 3.3

Project Update December 31, 2023: Awaiting adoption of EOP.

March 31, 2024: EOP Part 2 adopted in February included the EOC format and position job aids

Target Date: Spring 2023

Status: 100% Complete



Lead: Emergency Management

Supporting:



Enhance Partnerships & Investment for Emergency Preparedness Including Wildfire Readiness & Mitigation

Goal 3: Disaster Preparedness and Evacuation

Related Goals:



Task 3.5 – Animal, Recovery and Damages Annexes (change completion date to Fall 2024)

*Description: **2040 General Plan Safety and Noise Element Action Item SN-6.E** - After reviewing the State EOP plan, it was determined the Town will need to add Animal, Recovery, and Damage Annexes to the EOP as a path forward in the event of a significant event resulting in damage to the Town.*

Project Update: This project will likely start in 2024 after completion of the EOP, Alert and Warning Annex, and evacuation annexes are adopted.

Target Date: Spring 2024

Status: In Progress - 15% Complete

Lead: Emergency Management

Supporting:

Task 3.6 – Continuity of Operations Plan (COOP)

*Description: **2040 General Plan Safety and Noise Element Action Item SN-6.E** – Develop a Continuity of Operations Plan in the event of a catastrophic event that renders the Town Hall unusable. This plan should also include a Business Continuity plan and a Continuity of Government plan in the event key officials are unable to perform their duties.*

Project Update: This project will start in 2025 after completion of the EOP and associated annexes are adopted.

Target Date: Spring 2025

Status: In Progress – 25% Complete

Lead: Emergency Management

Supporting:

March 31, 2024: The initial draft is in progress. Steps ahead include completing the initial draft with the collection of input from town departments, and partner agencies.



Enhance Partnerships & Investment for Emergency Preparedness Including Wildfire Readiness & Mitigation

Goal 3: Disaster Preparedness and Evacuation

Related Goals:



Task 3.7 – Develop a pathway forward for improving early alert and warning systems including redundant platforms and software

Description: Consider redundancy for public communications platforms to include failover systems for internet connectivity at Town Hall and the identified back-up EOC and Town Hall locations. May involve consultant services.

Project Update September 30, 2023: Working with IT in Q4 to address these issues.

December 31, 2023: No change on over-all progress however we now have ATT fiber connectivity at both Town Hall and Corp Yard to provide potential connectivity redundancy.

Target Date: FY 23/24

Status: In Progress – 10% Complete

Lead: Emergency Management

Supporting: Information Technology

Task 3.8 – Nevada County to update the Local Hazard Mitigation Plan (LHMP) including all interfaces with Safety Element of the General Plan

Description: 2040 General Plan Safety and Noise Element Action Item SN-6.B - Update of 2017 Nevada County LHMP of which the Town is a supporting annex - will include working with the County to select a vendor for this project. This project will identify threats and hazards for the Town, possible mitigations, and priorities. This plan will be tied back to the General Plan (Safety Element) and will be the basis for future grant applications. While the County is the lead agency, the Town's annex stands alone and will be completed by assigned Town staff working with the County's consultant.

Target Date: Fall 2024

Status: In Progress – 30% Complete

Lead: Emergency Management

Supporting: Planning & GIS

Project Update December 31, 2023: EM continues to work with Nevada County as a project planner to complete this project. We completed historical data and identified critical infrastructure. A bonus to this is we have been able to provide Town GIS with a much more robust critical infrastructure layer for the area.

March 31, 2024: EM Continues to work with Nevada County as a project planner to complete this project. An Initial Draft is expected to be available by July 2024.



Enhance Partnerships & Investment for Emergency Preparedness Including Wildfire Readiness & Mitigation

Goal 3: Disaster Preparedness and Evacuation

Related Goals:



Task 3.9 – GIS Mapping for LHMP

Description: 2040 General Plan Safety and Noise Element Action Item SN-6.B -Produce spatial data layers for use within the LHMP for the Truckee area of the County-wide Plan.

Project Update: Waiting for County to complete RFP process.

September 30, 2023: GIS has provided the requested materials. Ongoing requests are likely through end of 23/24

Target Date: FY 23/24

Status: In Progress –75% Complete

Lead: GIS

Supporting: Emergency Management

Task 3.10 – Emergency Operations Center Infrastructure Update

Description: The EOC has not been updated in several years and needs updating to remain functional. This will include new furniture, upgraded video equipment, and upgraded IT equipment. This will be done in partnership with IT and the Clerk's Office.

Project Update September 30, 2023: IT and OES are working with a vendor to obtain design specs and equipment. It is expected to have a cost by Jan 2024 and potential implementation in the Spring of 2024. Homeland Security funds from Nevada County have been approved for part of the cost.

Target Date: Spring 2024

Status: In Progress – 35% Complete

Lead: Emergency Management

Supporting: Information Technology & Town Clerk

December 31, 2023: We continue to work towards getting the vendor onboard. Basic project has been mapped out. No change in completion status.



Enhance Partnerships & Investment for Emergency Preparedness Including Wildfire Readiness & Mitigation

Goal 3: Disaster Preparedness and Evacuation

Related Goals:



Task 3.11 – Provide Training to Employees Assigned to EOC in each section (Section Chief training) for Operations, Planning, logistics, and Finance (FEMA Mandate)

Description: Provide position specific training for each identified Section Chief in the EOC.

Project Update: Temporary plan going forward is to use just in time and job matrix / position cards until formal training is completed.

March 31, 2024: EOC Tabletop Exercise completed with the Mid-Managers/Leadership Group on March 19th. Large Functional EOC Exercise scheduled in April 2024. Additional training planned in the Summer and Fall 2024.

Target Date: Winter 2024

Status: In Progress – 25% Complete
(Operations Section Chief Trained)

Lead: Emergency Management

Supporting:

Task 3.12 – Send Administrative Services Rep through FEMA training as an EOC Finance Section Chief

Description: Provide training to a new employee to resume finance aspects of the Emergency Operations Center (EOC). Will include training in Cal-OES / FEMA grant process.

Project Update: Finance Manager hired. Scheduled for training during Winter 2024.

March 31, 2024: EM will continue to identify and share training opportunities with Finance staff.

Target Date: Winter 2024

Status:

Lead: Administrative Services

Supporting:



Enhance Partnerships & Investment for Emergency Preparedness Including Wildfire Readiness & Mitigation

Goal 3: Disaster Preparedness and Evacuation

Related Goals:



Task 3.13 – Provide Council and Policy Group Senior Level FEMA Training

Description: Provide executive level training (G-402) for Council and Policy Group for emergency operations.

Project Update September 30, 2023: Potentially will be coupled with Spring Functional Exercise planned for April 2024 (see below for new work plan item).

March 31, 2024: Policy Group Training Scheduled for April 2024. Council Training still TBD.

Target Date: Spring 2024

Status: 25% Complete

Lead: Emergency Management

Supporting:

Task 3.14 – Develop and Train Incident Management Assistance Team (IMAT)

Description: This concept is a group of managers and supervisors from AS/Public Information Officer/Public Works/Emergency Management that can respond to an incident and support Incident Command (IC) Staff directly.

Project Update: This is static for the time being. We need to revisit this concept going forward based on the EOC and EOP staffing plans.

September 30, 2023: Spring of 2024 training planned.

Target Date: Summer 2023

Status: In Progress – 75% Complete

Lead: Emergency Management

Supporting:

Task 3.15 – Truckee Fire Protection District Community Wildfire Protection Plan (CWPP)

Description: Assist Truckee Fire Protection District with developing a CWPP that covers the Town of Truckee.

Project Update: TFPD is in the information and design phase. We continue to support and advocate for projects that directly impact the safety of Truckee.

September 30, 2023: OES is part of the working group for the TFPD CWPP and has provided input and attended meetings. GIS support has been given throughout the project.

Target Date: Fall 2023

Status: In Progress – 70% Complete

Lead: Emergency Management

Supporting: Truckee Fire Protection District



Enhance Partnerships & Investment for Emergency Preparedness Including Wildfire Readiness & Mitigation

Goal 3: Disaster Preparedness and Evacuation

Related Goals:



✓ Task 3.16 – Prepare Succession Plan for the Emergency Services Coordinator

Description: This is the process to recruit, select, and train an assistant emergency manager to provide redundancy and succession planning for EM position.

Project Update December 31, 2023: It is anticipated the start date will be 02/26/2024. Process has been mapped out for onboarding and training.

March 31, 2024: Transition underway. New ESC started on February 26, 2024.

Target Date: FY 23/24

Status: 100% Complete



Lead: Emergency Management

Supporting: Administrative Services

Task 3.17 – Meet AB 747 and AB 1409 Legislation Regarding Subdivision Egress Mapping

Description: Work with Cal-Fire and State Fire Marshal's office to map "subdivisions" (using Cal-Fire definition) and review Cal-Fire / State Fire Marshal recommendations for subdivisions without 2 egress routes.

Project Update: Waiting on Cal-Fire to complete mapping and enter comment period. There will likely be several subdivisions identified without 2 egress routes as their "subdivision" definition is any grouping of 30 or more residential parcels without 2 egress routes (not including emergency access routes).

Target Date: Fall 2023

Status: In Progress – 25% Complete

Lead: Emergency Management

Supporting: Cal Fire/State Fire Marshall



Enhance Partnerships & Investment for Emergency Preparedness Including Wildfire Readiness & Mitigation

Goal 3: Disaster Preparedness and Evacuation

Related Goals:



Task 3.18 – Develop Evacuation Modeling for Each Subdivision (AB 901)

Description: Legislation requires town to model evacuation routes from each subdivision including capacity, times, safety, and viability to selected evacuation locations.

Project Update: Ladris software will assist with this, but we will likely need a consultant to complete the work.

Target Date: Fall 2024

Status: In Progress – 25% Complete

Lead: Emergency Management

Supporting: GIS

Task 3.19 – Address Cal-Fire/State Fire Marshall Requirements for Reflective Street and Address Signs (CCR Title 14)

Description: Cal-Fire now requires all street and address signage to be reflective. Unclear at this time if this is a retroactive requirement or what not following the requirement subjects us to.

Project Update: Need to review CCR, Title 14, Division 1.5, Chapter 7 under Subchapter 2

Target Date: Fall 2024

Status: In Progress – 10% Complete

Lead: Emergency Management

Supporting: Planning



Enhance Partnerships & Investment for Emergency Preparedness Including Wildfire Readiness & Mitigation

Goal 3: Disaster Preparedness and Evacuation

Related Goals:



Task 3.20 – Prepare Information Technology Specific Disaster Recovery Plan

Description: An IT Disaster Recovery Plan is a comprehensive strategy that outlines the procedures and protocols required to quickly restore critical IT systems and infrastructure in the event of a disaster or disruption. The plan includes an assessment of potential risks, prioritization of critical business functions, backup and recovery procedures, system configuration and testing, and a review process to ensure relevance to changing IT environments.

Project Update September 30, 2023: Staff has explored products available for automated disaster recovery. After a thorough review of the market, staff have selected a product and plans to bring a staff report to Council to authorize the purchase. The implementation of this product will include the creation of a detailed disaster recovery plan as well as the development of an automated disaster recovery process. Additionally, staff completed the migration of the Police Domain into the Town's overall domain which will allow for networking mapping necessary for a true disaster recovery process.

Target Date: FY 23/24

Status: In Progress – 15% Complete

Lead: Information Technology

Supporting: Emergency Management

December 31, 2023: The selected solution for automating backup and recovery will be implemented starting the week of February 5th, marking the project's kickoff. This phase will involve configuring the system and conducting training sessions. Upon completion, we will coordinate with Division and Department heads to plan and prioritize system recovery efforts.



Enhance Partnerships & Investment for Emergency Preparedness Including Wildfire Readiness & Mitigation

Goal 3: Disaster Preparedness and Evacuation

Related Goals:



Task 3.21 – Functional Wildfire Evacuation Exercise (Spring 2024)

Description: This is a functional level exercise designed to train and test our Incident Command teams, Emergency Operations Center personnel, and evacuation plans for a Truckee area location. This exercise will involve TPD, Town OES, Truckee Fire, Cal-Fire, TDPUD, TFH, Cal-Fire, CHP, Cal-Trans, Town Staff, Washoe County, NHP, Nevada Dept of Emergency Management and many others. Day 2 will involve the Town Dept Heads acting as the Policy Group making decisions about recovery efforts.

Target Date: FY 2023/24

Status: In Progress – 85% Complete

Lead: Emergency Management

Supporting:

Project Update December 31, 2023: Planning team is having regular meetings to develop goals, exercise plan, and day of event process. This will include designated evaluators and exercise controllers.

March 31, 2024: Exercise on track for April 2024

Task 3.22 – FEMA Disaster Recovery Programs

Description: Continue to work with FEMA and Cal-OES on disaster recovery programs for Covid, Winter Weather 2022 and Winter Weather 2023 storms.

Target Date: FY 2023/24

Status: In Progress – 50% Complete

Lead: Emergency Management

Supporting:

Project Update September 30, 2023: Initial damage estimates have been submitted, along with follow-up requests where needed. Covid -19 program has been finalized and we are awaiting payment. Winter Weather 2022 has been submitted to the State of California for reimbursement. Winter Weather 2023 is on hold pending determination of reimbursement for snow removal costs. Working with local COAD for eligible homeowners.

December 31, 2023: FEMA has determined Winter Weather 2023 was ineligible for Public Assistance (Town reimbursement), however we are eligible for Individual Assistance. COAD manager has worked with FEMA on the Local Assistance Center (several referrals and resources provided); however most people locally are not eligible due to 2nd home status or lack of large enough damage. COAD has been instrumental in assisting with a state program for undocumented residents to receive one-time payments for lost work. This is an ongoing project with EM supporting as needed.



Enhance Partnerships & Investment for Emergency Preparedness Including Wildfire Readiness & Mitigation

Goal 3: Disaster Preparedness and Evacuation

Related Goals:



Task 3.23 – Streamlined Recovery System for Technology Emergencies

Description: Implementing an automated disaster recovery solution to enhance resilience and emergency response. This system simplifies data management across hybrid environments, ensuring rapid recovery with minimal downtime. Key features include continuous data protection, instant recovery, and strong defenses against ransomware attacks.

Project Update September 30, 2023: Solution selected, contract executed, project kickoff in January 2024.

December 31, 2023: The technical solution for automated recovery, integrating with our existing immutable backup system, will be deployed starting February 5th. This phase focuses on technical integration and team training, followed by coordination with key departmental leaders to align recovery priorities.

Target Date: FY 23/24

Status: In progress – 25% Complete

Lead: Information Technology

Supporting: Emergency Management



Task 3.24 – Community Wildfire Forum

Description: In partnership with local and regional entities, host community wildfire forum, in-person and streamed, with Spanish translation. Goal to provide opportunity for community to understand coordination between regional entities and ask questions.

Project Update:

September 30, 2023: Community wildfire forum hosted in the fall of 2023 with multiple partner agencies participating, including Cal Fire, Truckee Fire Protection District, Truckee School District, California Highway Patrol, Nevada County and Nevada County Sheriff, as well as 211 Connecting point and COAD services. Over 30 community members attended the forum and over 100 viewed the recorded meeting.

Target Date: Fall 2023

Status: 100% Complete



Lead: Emergency Management

Supporting: Community Engagement & Police



Enhance Partnerships & Investment for Emergency Preparedness Including Wildfire Readiness & Mitigation

Goal 4: Establish and Maintain Regional Community Partnerships

Related Goals:



✓ Task 4.1 – Actively Participate in the Regional Information Technology Group to Collaborate on Best Practices in Cyber Security

Description: The initiative aims to promote collaboration among members of the Truckee/North Tahoe Monthly Cybersecurity Collaboration Group to share and implement the most effective cyber security practices to safeguard their respective organizations' systems and data, preventing cyber threats from compromising their operations and assets. The group works together to stay updated on emerging cyber threats, assess risks, and implement measures to enhance the overall cyber resilience of their organizations.

Project Update: The Truckee/North Tahoe Monthly Cybersecurity Collaboration Group was launched in November of 2022 to promote collaboration among various districts in the Truckee area. The group is working on implementing effective cybersecurity practices to safeguard their respective organizations' systems and data, assess risks, and stay updated on emerging cyber threats. The project includes several district IT leaders who are working together to enhance overall cyber resilience and prevent cyber threats from compromising their operations and assets.

December 31, 2023: A joint cybersecurity collaboration group, consisting of representatives from the airport, TTSD, TTUSD, TTPUD, TDRPD, Northstar CSD, and the Town, meets regularly to address shared cybersecurity concerns and strategies.

Target Date: on-going

Status: 100% Complete



Lead: Information Technology

Supporting:



Enhance Partnerships & Investment for Emergency Preparedness Including Wildfire Readiness & Mitigation

Goal 4: Establish and Maintain Regional Community Partnerships

Related Goals:



Task 4.2 – Participate in California National Guard Cyber Dawn Training to Ensure that Town Staff are up to date on most recent Cyber Security Trends and Defenses

Description: Participation in the California National Guard Cyber Dawn Training is crucial for IT staff to stay current on the latest trends and defenses in cyber security. The training provides a simulated, high-pressure environment for IT staff to learn and practice incident response procedures. By participating in Cyber Dawn, IT staff can develop and refine their skills, collaborate with other agencies, and be prepared to respond effectively to any cyber security incidents that may arise.

Project Update: Logan McDonald and Chris Hardy, the network owners for the Town of Truckee, will represent the Town in the Cyber Dawn Training in June 2023.

September 30, 2023: Logan McDonald and Chris Hardy participated in the Cyber Dawn Training.

Target Date: FY 23/24

Status: 100% Complete

Lead: Information Technology

Supporting:





Enhance Partnerships & Investment for Emergency Preparedness Including Wildfire Readiness & Mitigation

Goal 4: Establish and Maintain Regional Community Partnerships

Related Goals:



Task 4.3 – Consolidation of Volunteers in Policing (VIPS) with the Certified Emergency Response Team (CERT) Volunteer Group

Description: Truckee Fire and Truckee PD are working to develop a combined Community Emergency Response Team (CERT) that is a group of civilians trained to respond in the event of a large-scale disaster to provide basic emergency services until professional first responders can arrive on scene. They will also be available for staffing community events and winter weather incidents as needed.

Project Update: A volunteer manager has been selected and we are in the process of developing an MOU between Truckee Fire (who had the original CERT team) and Truckee PD on overall management of the new CERT team.

September 30, 2023: MOU has been reviewed by Town Attorney and forwarded to Truckee Fire Protection District for review.

Target Date: FY 23/24

Status: In progress – 50% Complete

Lead: Emergency Management

Supporting:



Actively Support the Development of Workforce Housing

Goal 1: Policy - General Plan Implementation

Related Goals:



Task 1.1 – Update the General Plan

Description: Comprehensive 2025 General Plan Update including the creation of a Climate Action Element, an update of the Truckee Downtown Specific Plan, preparation of a Final Environmental Impact Report and changes in support of SB2 housing site rezones.

Project Update: The Town Council unanimously adopted the Truckee 2040 General Plan on May 9, 2023. The FY 2023/24 through FY 2024/25 strategic workplan advances over 70 policy and action items identified in the Truckee 2040 General Plan. Of those, 13 specific policies and action items are advancing housing.

Target Date: Spring 2023

Status: 100%

Lead: Planning

Supporting: All



Task 1.2 Development Code Updates

*Description: **General Plan Action Item: LU – 1.A: Development Code Updates for New Land Use Designations, Community Character CC-1.F.** Review and update the Development Code, including amendments to the Town's zoning to reflect land use designations established in this General Plan, including new mixed-use and business innovation designations; incorporating the density ranges of the land use designations; and strengthen the legal nonconforming uses ordinance to remove the allowances to reactivate legal nonconforming uses when the use has been abandoned.*

Project Update December 31, 2023: The first round of 2040 General Plan Development Code consistency amendments is anticipated to be reviewed by the Planning Commission at their March 19, 2024, meeting.

March 31, 2024: The first round of 2040 General Plan Development Code consistency amendments is anticipated to be reviewed by the Planning Commission at their August 20, 2024, meeting.

Target Date: FY 2023/24 – FY 2024/25

Status: 25% Complete

Lead: Planning

Supporting: Town Attorney & Community Engagement



Actively Support the Development of Workforce Housing

Goal 1: Policy - General Plan Implementation

Related Goals:



Task 1.3 – Town of Truckee Density Bonus Incentive Program

*Description: **2040 General Plan Action Item LU-2.B.** Create a Town of Truckee-specific Affordable Housing density bonus program modeled after the State of California’s Density Bonus Law that offers additional housing density and financial incentives for the creation of workforce housing units in targeted infill areas that meet the affordability needs of Truckee’s local workforce.*

Project Update: December 31, 2023: No additional updates. Additional work on program development will occur after the Development Code Updates for General Plan consistency have been reviewed by Council.

March 31, 2024: Background work and data collection has begun.

Target Date: Summer 2024

Status: 10%

Lead: Planning

Supporting: Town Attorney, Housing and Community Engagement



Actively Support the Development of Workforce Housing

Goal 1: Policy - General Plan Implementation

Related Goals:



Task 1.4 – Analyze and Consider a Town Vacancy Tax

*Description: **2040 General Plan Action Item LU-12.E.** Explore a vacancy tax ballot measure to encourage owners of vacant housing units to provide the units as long-term rental housing and/or to support Town affordable housing initiatives. [Source: New action]*

Project Update: The Town has contracted with a consultant to complete a Vacancy Tax Options Analysis study, including exploration of potential tax structure options and projected revenue. This study will be presented to the Town Council in August 2023 for Council consideration. If the Council provides direction to continue to explore a vacancy tax following this study, next steps would include stakeholder and community outreach and ballot measure polling.

September 30, 2023: A Vacancy Tax Options Analysis study was completed and presented to Town Council on August 8, 2023. Council provided direction not to pursue a vacancy tax at this time and to continue to monitor the San Francisco vacancy tax legal challenge and other emerging examples in other jurisdictions for at least a year. The council may request to re-visit this discussion at a future date.

Target Date: Fall 2023

Status: 100% Complete

Lead: Housing

Supporting: Town Attorney and
Community Engagement





Actively Support the Development of Workforce Housing

Goal 1: Policy - General Plan Implementation

Related Goals:



✓ Task 1.5 – Housing Density Site Analysis (SB2)

Description: SB2 Consultant is working on CEQA document (General Plan EIR) for selected sites: High Altitude 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

Project Update: Complete - The Council unanimously adopted the SB2 sites as part of the Truckee 2040 General Plan adoption on May 9, 2023.

Target Date: Spring 2023

Status: 100% Complete

Lead: Housing

Supporting: Town Attorney and
Community Engagement



✓ Task 1.6 – Objective Design Standards for Multi-Family

Description: 2040 General Plan Action Item LU-9.B. Creation of objective design standards for multi-family residential development. Develop objective design standards for residential and nonresidential uses in the West River area to ensure compatibility between uses, protect the area's character, and feature the Truckee River. Standards shall include:

- upper-story setbacks to protect viewsheds;
- screening of outdoor storage areas and other industrial uses visible from the public right-of-way and the Truckee River; and
- vegetation along the riverfront and street frontage, featuring native plants. LEAP Grant Funded.

Project Update: The outreach process has been initiated.

September 30, 2023: Objective Design Standards were adopted on September 12, 2023

Target Date: Summer 2023

Status: 100% Complete

Lead: Planning

Supporting: Community Engagement





Actively Support the Development of Workforce Housing

Goal 1: Policy - General Plan Implementation

Related Goals:



Task 1.7 – Joerger Ranch Specific Plan (JRSP) Revisions (Housing Related)

Description: 2040 General Plan Action Item LU-7.A & LU-7.B. 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.

Project Update December 31, 2023: No additional update.

March 31, 2024: No work has been initiated on this goal.

Target Date: Summer 2024

Status:

Lead: Planning

Supporting: Community Engagement and Town Attorney

Task 1.8 – Hilltop Master Plan Review and Revisions

Description: 2040 General Plan Action Item CC-7.A. Work with property owners to implement the Hilltop Master Plan and, if needed, consider amending the plan to promote development consistent with community priorities and needs.

Project Update:

March 31, 2024: No work has been initiated on this goal.

Target Date: Summer 2024

Status:

Lead: Planning

Supporting: Community Engagement and Town Attorney



Actively Support the Development of Workforce Housing

Goal 1: Policy - General Plan Implementation

Related Goals:



Task 1.9 – Gateway District Overlay

*Description: **2040 General Plan Action Item LU-8.A.** Amend the Development Code to create an overlay for the Gateway District that establishes development expectations and incentives specifically applied to sites within the district. The overlay should provide flexibility to incentivize the development of affordable workforce, and senior housing.*

Project Update December 31, 2023: The first round of 2040 General Plan Development Code consistency amendments is anticipated to be reviewed by the Planning Commission at their March 19, 2024, meeting.

March 31, 2024: Due to development review workload, this task was delayed. The first draft amendments are scheduled for the August 20, 2024, Planning Commission meeting.

Target Date: Summer 2024

Status: 20% Complete

Lead: Planning

Supporting: Community Engagement and Town Attorney

Task 1.10 – No Housing Loss in Downtown

*Description: **2040 General Plan Action Item LU-6.C.** Amend the Development Code to ensure no net loss of housing units in the Downtown.*

Project Update:

March 31, 2024: Background work and data collection has begun.

Target Date: Summer 2024

Status: 5% Complete

Lead: Planning

Supporting: Community Engagement and Town Attorney



Actively Support the Development of Workforce Housing

Goal 2: Increase Staffing Capacity

Related Goals:



✓ Task 2.1 – Hire a dedicated 1.0 Full Time Equivalent Senior Planner /Principal Planner Position to add Capacity to Housing Programs

Description: Expand capacity of Housing Program through the addition of staffing--specifically 50% time from a Senior/Principal Planner who can focus on policy and land use planning side of work.

Project Update September 30, 2023: The recruitment process has been underway for several months and is anticipated to wrap up by the end of November.

December 31, 2023: Two additional Senior Planners were offered positions with the Town, and both accepted these offers. Both new Senior Planners will be starting in February/March with the Town.

Target Date: Summer 2023

Status: 100% Complete

Lead: Planning

Supporting: Administrative Services,
Housing and Community Engagement





Actively Support the Development of Workforce Housing

Goal 3: Collaborate with Regional, State and Federal Partners to Develop Policies, Funding Strategies and Approaches to Increase Housing for Local Workforce

Related Goals:



Task 3.1 – Coordinate and Partner to increase Housing on Public Agency Owned Land

*Description: **2040 General Plan Action Item LU-8.D.** Exploring opportunities to partner and develop housing on land owned by local public agencies and state agencies.*

Project Update September 30, 2023: This goal is primarily being addressed through the Town's involvement in the Truckee Tahoe Workforce Housing Agency (TTWHA) on an on-going basis. Recent TTWHA work, in partnership with Nevada County, has focused on the Hobart Mills USFS site.

March 31, 2024: This is an on-going task in coordination with the TTWHA.

Target Date: 6/30/23

Status: In Progress – 50% Complete

Lead: Housing & Planning

Supporting: Community Engagement



Actively Support the Development of Workforce Housing

Goal 4: Develop New Workforce Housing Units

Related Goals:



Task 4.1 – Develop Housing on Town Owned Land (High Altitude Fitness Site) 0.5 acres

Description: Work with regional partners, potentially via the JPA, to hire a developer to create for-sale, deed restricted housing on public agency owned land. Research includes building off Town site analysis work (SB2) as well as additional due diligence and financial feasibility work.

Project Update December 31, 2023: Surplus land process was initiated, with Council approval, in late December 2023. This initiated a 60-day waiting period.

March 31, 2024: Consideration of next steps for the High Altitude Fitness site will be reviewed by the Town Council at their June 25, 2025 meeting.

Target Date: 06/30/2025

Status: 30% Complete

Lead: Housing & Planning

Supporting: Town Attorney & Community Engagement

Task 4.2 – Identify Additional Site for Land Acquisition to Support New Public-Private Partnership for Housing Development Pilot to Address Housing Needs and Showcase Green Building Technology

Description: A specific site for this project has not yet been identified. Project components will include site selection, land acquisition, development of sustainable development incentives, partner selection and development of partnership structure.

Project Update:

Target Date: 06/30/2025

Status:

Lead: Housing & Planning

Supporting: Town Attorney & Community Engagement



Actively Support the Development of Workforce Housing

Goal 5: New Housing Programs – Develop New Programs to Increase the Production, Creation, and Preservation of Housing for the Local Workforce

Related Goals:



✓ Task 5.1 – Assess Accessory Dwelling Unit (ADU) Loan and Grant program and Recommend Program Changes

Description: 2040 General Plan Action Item LU-2.F, 2.G- Reassess the strengths and weaknesses of current ADU loans and grants to determine what would best incentivize ADU development for workforce housing. Revise loan and grant programs. This action could include L.U. Action 2.F (special incentives for ADUs within target areas such as transit corridors and Gateway)

Project Update:

September 30, 2023: Complete. During summer 2023, staff analyzed the existing ADU incentive options, and developed recommendations for Council based on applications to the programs, projects completed, and feedback from applicants and potential applicants. In August 2023, staff brought 3 new ADU incentive products to Council (Master Plan Reimbursement, New Construction Forgivable Loan, Unpermitted Forgivable Loan), recommended updates to one product (ADU Mini-Grant), and recommended not continuing one existing product (Unpermitted ADU \$15,000 Loan).

Target Date: 12/31/23

Status: 100% Complete

Lead: Housing

Supporting: Planning & Community Engagement



✓ Task 5.2 – Implement Revised ADU Program Options per Council Direction

Description: 2040 General Plan Action Item LU-2.F, 2.G- As directed by Council implement revised ADU program options.

Project Update September 30, 2023: Council directed staff to develop guidelines for the four new and updated programs. Staff have been creating and updating all guidelines, and anticipate bringing the guidelines to Council on November 28, 2023 with launch shortly after approval.

December 31, 2023: On November 28, 2023 Town Council approved program guidelines for the new ADU incentive programs and these programs have launched.

Target Date: 3/31/24

Status: 100% Complete

Lead: Housing

Supporting: Planning & Community Engagement





Actively Support the Development of Workforce Housing

Goal 5: New Housing Programs – Develop New Programs to Increase the Production, Creation, and Preservation of Housing for the Local Workforce

Related Goals:



Task 5.3 – Implement Short-Term Workforce Housing Token Program Pilot

Description: Market and launch Token Program RFP, review proposals, Council select applicants and allocate Tokens, and monitor program participants (ongoing).

Project Update: Staff and consultant completed valuation framework and held stakeholder meeting in December 2022. Staff developed draft program framework and received Council feedback in January 2023. Program guidelines and RFP approved by Town Council in March 2023. RFP will be released in late March with proposals due this summer.

September 30, 2023: The Token Program RFP closed at the end of FY 22/23. The Token Program received two applications from two applicants to deed restrict three ADUs as workforce housing units in exchange for 3 tokens. In August 2023, Council allocated the 3 tokens to the applicants. Construction has not been completed for the ADUs, so the tokens have not been distributed. The council further directed that the Token Program be kept open on an on-going basis. While on-going work will occur to support this program, the implementation of the program is considered complete.

Target Date: 12/31/23

Status: 100% Complete

Lead: Housing

Supporting: Community Engagement





Actively Support the Development of Workforce Housing

Goal 5: New Housing Programs – Develop New Programs to Increase the Production, Creation, and Preservation of Housing for the Local Workforce



Task 5.4 – Pre-Approved Modular Accessory Dwelling Units (ADUs)

Description: In partnership with Building and Planning staff, identify and approve modular ADUs that can be installed in Truckee that meet all development and building code requirements. This project will require implementing a modified building inspection process for units constructed off-site.

Project Update December 31, 2023: Staff has met with 10 modular and prefab ADU companies and have identified nine that can build in California and can meet our snow load and WUI requirements. The staff is currently developing a survey that will inform the resource page on the Town website. Staff plans to launch the informational resource in Spring 2024.

March 31, 2024: Modular ADU web page updates were in progress December- March for launch in early summer.

Target Date: 06/30/2024

Status: In Progress – 90% Complete

Lead: Building & Planning

Supporting: Housing



Actively Support the Development of Workforce Housing

Goal 5: New Housing Programs – Develop New Programs to Increase the Production, Creation, and Preservation of Housing for the Local Workforce

Related Goals:



Task 5.5 – Long-Term Rental Preservation Program

Description: Proposed program to incentivize the long-term (5-10 years) preservation of long-term (1+ year lease) workforce rental housing through grants. This program would be complimentary to the Lease to Locals conversion program and may be operated in partnership with a third-party administrator.

Project Update December 31, 2023: Staff developed a program framework for the Long-Term Rental Preservation Program and presented it to Council for direction in January 2024. Council directed staff to work with Placemate to further develop the program and return with Program Guidelines in Spring 2024.

March 31, 2024: Council provided direction on program framework in January. Program guidelines were underdevelopment February-April for Council approval in May and target program launch in mid-July.

Target Date: 06/30/2024

Status: In Progress – 75% Complete

Lead: Housing

Supporting: Community Engagement



Actively Support the Development of Workforce Housing

Goal 6: Support and Enhance Existing Town Housing Programs

Related Goals:



Task 6.1 – Housing Equity Framework

Description: Incorporate equity principles into existing and future housing programs. Principles should be appropriate for each program but aligned to an overall housing equity framework.

Project Update:

Target Date: 12/31/24

Status:

Lead: Housing

Supporting: Community
Engagement

✓ Task 6.2 – Evaluate Current Deed Restricted Housing Monitoring Program

Description: Currently the Town monitors 417 deed restricted housing units. This number is expected to grow by 200-300 in the next 3 years. The program currently includes annual monitoring of deed restricted housing by outside contractors. 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.

Project Update December 31, 2023: Housing Inc and housing staff continued to work with the Clerk's Department on Laserfiche forms to streamline the monitoring process. Monitoring is in progress.

March 31, 2024: Forms completed, and task is complete.

Target Date: 12/31/23

Status: 100% Complete



Lead: Housing & Contractor Housing
INC.

Supporting:



Actively Support the Development of Workforce Housing

Goal 6: Support and Enhance Existing Town Housing Programs

Related Goals:



Task 6.3 – Bed and Breakfast Regulations

Description: Bed and Breakfasts (including the hosted rental of a single bedroom) are not regulated by the STR requirements in the municipal code. These rentals pay TOT but do not have an annual registration certificate requirement. Council may wish to consider whether additional regulations on the operations of these rentals, such as an annual registration requirement and parking requirements is appropriate. This would provide the Town with more tools to address any challenges that arise.

Project Update:

December 31, 2023: Anticipate work to being in early FY 2024/25.

Target Date: 2024

Status:

Lead: Short Term Rentals & Housing

Supporting: Planning & Town
Attorney



Actively Support the Development of Workforce Housing

Goal 7: Support housing solutions for unhoused

Related Goals:



✓ Task 7.1 – Support Winter Weather Emergency Warming Center Services

Description: **2040 General Plan Action Item CC-6.6** – In late fall 2023, the Town was notified that the weather triggered emergency warming center, operating out of the Church of the Mountains, would not be operational this winter. As such, a small steering committee was assembled, including Nevada and Placer County, Cathie Foley with AMI, Clare Novak, Agnew Beck consulting, Tahoe Forest Hospital District and the Town Manager and Police Chief. The committee was convened to facilitate finding a solution to cover the immediate need of shelter services this winter.

Project Update September 30, 2023: Multiple sites were identified to serve as the temporary shelter space, including discussion of the Church of the Mountains, other faith-based buildings (only allowable shelter space per Town Zoning), the Sheriff's substation located along Donner Pass Road, and others. The committee has been researching service providers and operational models.

December 31, 2023: Nevada County stood up an emergency shelter at the Joseph Center, anticipated to be operated into March. The Town waived the 60-day notice requirements to use County owned landed for county purposes, despite zoning restrictions, and contributed \$25,000 to help fund the shelter.

Target Date: Winter 2023

Status: Complete



Lead: Town Manager & Police

Supporting: Emergency Management



Actively Support the Development of Workforce Housing

Goal 7: Support housing solutions for unhoused

Related Goals:



Task 7.2 – Support Homeless Advisory Committee

Description: **2040 General Plan Action Item CC-6.6** - Tahoe Truckee Community Foundation funded and selected Agnew Beck to facilitate a Tahoe Truckee Homeless Advisory Committee, comprised of regional partners, to coordinate, plan and facilitate for a 2-year period, to develop a shared vision, implementation strategies, and Homeless Services Action Plan for homeless in the Tahoe Truckee Region. The town was asked to participate in this committee.

Project Update December 31, 2023: The Town has participated in one of the quarterly advisory committee meetings, with the main topic of discussion being overall goals for the committee and vision for unhoused services in our region.

March 31, 2024: The Town has participated in two of the quarterly advisory committee meetings, with the main topic of discussion being overall goals for the committee, vision for unhoused services in our region and various service models.

Target Date: FY 2023/24

Status: 50% Complete

Lead: Town Manager & Police

Supporting: Emergency
Management



Reduce Greenhouse Gas Emissions & Become a Leader in Environmental Sustainability

Goal 1: Climate Action Planning

Related Goals:



Task 1.1 – General Plan Update

Description: Includes creation of a Climate Action Element with goals, policies, and actions.

Project Update: Complete - The Town Council unanimously adopted the Truckee 2040 General Plan, including Climate Action Plan, adopted on May 9, 2023. The FY 2023/24 through FY 2024/25 Strategic Workplan advances over 70 policies and action items from the Truckee 2040 General Plan. Of those, approximately 18 are related to climate initiatives.

Target Date: April 2023

Status: 100% Complete

Lead: Planning

Supporting: Keep Truckee Green (KTG) & Community Engagement



Task 1.2 – Greenhouse Gas Emissions Re-Inventory

*Description: **2040 General Plan Climate Action Plan Element CAP-11.7** - Complete updated municipal and community wide GHG inventory. This item was originally part of the 2021-23 workplan but was removed from the workplan based on the Council's determination to complete the municipal GHG dashboard. Given limited staff capacity, staff anticipates having a CivicSpark Fellow complete the inventories, meaning this project would not begin before Oct 23.*

Project Update December 31, 2023: KTG CivicSpark fellow is working on data collection and KTG staff is providing training and guidance on inventory methodology. Updated GHG inventories are expected to be presented to Council in June 2024.

Target Date: FY 2023/24

Status: In Progress – **30%** Complete

Lead: KTG

Supporting:

March 31, 2024: CivicSpark Fellow conducting Municipal Operations GHG inventory, which will be presented to Council on June 25. We have experienced delays in obtaining some of the data needed for the community GHG inventory and expect this inventory to be delayed until August or September.



Reduce Greenhouse Gas Emissions & Become a Leader in Environmental Sustainability

Goal 1: Climate Action Planning

Related Goals:



Task 1.3 – Update the Town’s Renewable Energy and Greenhouse Gas Emissions Goals

Description: Pending Council direction, develop a resolution to update the Town's renewable energy and GHG emissions reduction goals for both the community and municipal operations. Recommended to begin after updated GHG inventory is complete.

Project Update:

Target Date: FY 2024/25

Status:

Lead: KTG

Supporting:



Reduce Greenhouse Gas Emissions & Become a Leader in Environmental Sustainability

Goal 2: Preservation of Donner Lake

Related Goals:



Task 2.1 – Update Development Code Donner Lake Docks/Piers Standards

*Description: **2040 General Plan Community Character Element CC1.F:** Amend the Development Code to create standards for docks and piers to reduce visual clutter and light pollution, consult with the Truckee Donner Recreation and Parks District to ensure recreational use for the public, and maintain the scenic quality of Donner Lake.*

Project Update September 30, 2023: No work has been initiated on this goal. Staff anticipates starting a review process following adoption of 2040 General Plan Development Code consistency amendments. The exact timing will depend on the scope and review process for 2040 General Plan Development Code Amendments.

December 31, 2023: No additional update.

Target Date: FY 2023/24

Status:

Lead: Planning

Supporting:



Reduce Greenhouse Gas Emissions & Become a Leader in Environmental Sustainability

Goal 2: Preservation of Donner Lake

Related Goals:



Task 2.2 – 4th of July Impact Reduction Plans

Description: Plan to reduce impacts associated with 4th July fireworks, specifically related to trash/litter, waste (potentially including temp restrooms), and traffic/transportation.

Project Update: A team has been convened and is working collaboratively to identify, address and implement mitigation measures. Staff from the Truckee Donner Recreation and Parks District, including GM Sven Leff, Truckee Fire Protection District, CHP, Town staff in Public Works, Transportation, Keep Truckee Green, Police and Emergency Services, Visit Truckee Tahoe, California State Parks, Truckee Trails Foundation and Chamber of Commerce have been involved in planning for a clean, safe, and fun 4th of July experience for all. Planning efforts include a free shuttle bus from Truckee high to west end beach, including a free bike valet at the high school, distribution of garbage bags, portable restrooms, water bottle filling stations and garbage disposal options. A robust communication plan is in place, supported by East River PR, which includes a joint press release issued on June 21, 2023, joint radio interview for the week of June 26th, social media presence, a dedicated 4th of July website developed by Visit Truckee Tahoe (Truckee4thofJuly.com), and posters available in English and Spanish.

September 30, 2023: The Town worked with partners to implement programs including shuttle service from THS to West End Beach, bike valet service, distribution of litter collection bags, and water bottle filling stations. A comprehensive public outreach campaign was implemented prior to the 4th to promote these programs.

Target Date: Summer 2023

Status: 100% Complete



Lead: Transportation

Supporting: Roads, Engineering, Emergency Management, Economic Development, Community Engagement, KTG





Reduce Greenhouse Gas Emissions & Become a Leader in Environmental Sustainability

Goal 3: Waste Reduction Efforts

Related Goals:

Task 3.1 – Single-Use Food ware Ordinance Implementation

Description: 2040 General Plan Climate Action Plan Element CAP 10.A & 10.C - Work with residents and businesses, specifically restaurants, to reduce and eliminate single-use items and adopt guidelines encouraging reusable foodware in-house. Consider updating the guidelines to include methods for reducing or eliminating single-use items at events.

Work with food service businesses to implement requirements of single use food ware ordinance (effective January 1, 2024), including requiring reusable food ware for dine-in, \$0.25 fee for disposable food ware items, and providing accessory items only on request. Manage consultant contract for outreach and technical assistance to limited-service restaurants. Town staff to provide outreach, technical assistance, and training to other types of food service businesses. Additionally, staff will conduct community engagement regarding new policies, including about the low-income exemptions to the disposable food ware item fee. Implement a business grant program to support the transition to reusable food ware and review waiver applications.

Project Update December 31, 2023: Town staff and consultants have continued to provide education and technical assistance to businesses to help them come into compliance with the new regulations. Town staff continue to process waiver and grant applications for food service businesses, with the grant deadline extended to March 1. Some restaurants, particularly chains that require corporate approval for operational changes, have been granted short-term temporary waivers as they work to come into compliance. Staff extended the contract with the consultant to provide technical assistance to limited-service restaurants to accommodate the extended grant deadline. Staff continued to educate residents about the ordinance, especially the \$0.25 fee, with a big outreach push at the end of 2023 before the January 1, 2024, effective date.

March 31, 2024: Staff conducted significant outreach and technical assistance to restaurants in early 2024 to support ordinance implementation. The grant program closed on March 1, with a total of \$11,228 in grant funding provided to 14 businesses. The consultant contract to support limited-service restaurants ends in early May, with a final report expected by May 15. Staff continues to field email and phone inquiries from restaurants regarding unexpected issues arising from ordinance implementation and are still supporting businesses that received a temporary waiver in coming into full compliance.

Target Date: FY 23/24

Status: 95% Complete

Lead: KTG

Supporting: Community Engagement



Reduce Greenhouse Gas Emissions & Become a Leader in Environmental Sustainability

Goal 3: Waste Reduction Efforts

Related Goals:

Task 3.2 – Work with Tier 2 Generators of Edible Food Waste to Ensure Compliance with Senate Bill (SB) 1383 food Recovery Requirements

*Description: Includes **2040 General Plan Climate Action Plan Element CAP 9.B:** Engage with stakeholders (e.g., Nevada County, Placer County, religious institutions, and local food donation, recovery, and collection organizations) to build robust collection and food storage capacity, and reliable and equitable distribution systems, to achieve the food recovery goal established in Senate Bill 1383 of increasing edible food recovery by 20 percent by 2025. Partner with large food waste generators such as supermarkets, wholesale distributors, and large hotels, and create a platform to connect donators and receivers.*

SB 1383 requires Tier 2 generators (includes certain restaurants, hotels, health facilities and education agencies) to recover and donate surplus edible food starting January 1, 2024. Town staff are required to provide education and outreach to these businesses and ensure agencies have agreements in place with food recovery organizations.

Project Update December 31, 2023: KTG staff continue to work with Placer County to explore a potential food recovery app to add local capacity to recover prepared food. Staff included funding for a potential app in a CalRecycle grant application. Grant awards will be announced in March 2024. Staff are working with Nevada County to meet the edible food recovery capacity planning requirements of SB 1383 to address this known gap in the area's ability to recover prepared edible food.

March 31, 2024: Staff will be coordinating with Nevada County to conduct required capacity planning for edible food recovery in Q4. Staff continue to coordinate with Placer County on a potential app to support recovery of prepared food, which would better support donation from Tier 2 generators.

Target Date: FY 23/24

Status: In progress - **40% complete**

Lead: KTG

Supporting: Community Engagement



Reduce Greenhouse Gas Emissions & Become a Leader in Environmental Sustainability

Goal 3: Waste Reduction Efforts

Related Goals:

Task 3.3 – Single-Use Bottle Reduction Program

*Description: **2040 General Plan Conservation and Open Space Element Action COS 10.B & 10.C and Climate Action Plan Items 10.A, 10.B and 10.C** - Investigate townwide reduction of single-use plastic sales and use, including water bottles and other single-use beverage containers.*

Develop an outreach campaign and provide infrastructure to support the reduction of single-use water bottles and increase use of reusable bottles. This may include initiatives such as an educational campaign for residents, visitors, and businesses, grants for refill station installation, and purchase of mobile refill stations for events.

Project Update December 31, 2023: Water bottle filling station grant program was approved by Council in November 2023, and KTG staff have already received applications for 16 new filling stations. Town staff are working with Take Care Tahoe and the Tahoe Water Suppliers Association to expand the regional filling station map and are currently collecting information about existing filling stations in the Truckee area. Town staff have met with TDPUD's water utility staff to discuss a Truckee tap water campaign and expect to develop this campaign in Q1 of 2024 for launch on Earth Day 2024.

March 31, 2024: Staff requested additional funding for the filling station grant program, which has received applications for 17 stations, most of which will be installed by June 30. Staff has been conducting outreach to businesses, especially hotels, to promote the grant program and collaborate on messaging and other opportunities to reduce use of single-use bottles. The contract for development of a tap water campaign was executed in late March and has begun the early stages of research and development with involvement from TDPUD. Initial branding concepts are expected by early summer. Staff have conducted research with help from student volunteers to map existing filling stations in Truckee and are working with Take Care Tahoe to add those to the regional filling station map. Town staff expect to build two mobile filling stations in Q4 and have those available for use at special events in Truckee by the 2024 summer season.

Target Date: FY 2023/24

Status: In Progress - 40% complete

Lead: KTG

Supporting: Community Engagement



Reduce Greenhouse Gas Emissions & Become a Leader in Environmental Sustainability

Goal 3: Waste Reduction Efforts

Related Goals:



Task 3.4 – Single-Use Bottle Ordinance Development

Description: 2040 General Plan Conservation and Open Space Element Action COS 10.A & 10.C: Investigate townwide reduction of single-use plastic sales and use, including water bottles and other single-use beverage containers.

Pending Council direction, develop a single-use bottle ordinance based on results of community engagement.

Project Update September 30, 2023: Staff have developed a draft ordinance regulating single-use water bottles and plan to present this to Council in January 2024.

December 31, 2023: Water bottle ordinance introduced to Council and adopted in January 2024.

Target Date: FY 2023/24 – FY 2024/25

Status: Complete



Lead: KTG

Supporting: Community Engagement

Task 3.5 – Single-Use Bottle Ordinance Implementation (NEW)

Description: Implementation of the ordinance will involve significant community engagement and education, one-to-one outreach and technical support to businesses, and development of informational materials and collateral, and integration of the ordinance into town special events policy and application processes.

Project Update:

March 31, 2024: While development of the ordinance is complete, staff continues work to support ordinance implementation, including development of fact sheets and other resources for businesses. The ordinance requirements were also integrated into the Town's updated special events policy.

Target Date: 4/1/2025

Status: 10% Complete

Lead: KTG

Supporting: Community Engagement



Reduce Greenhouse Gas Emissions & Become a Leader in Environmental Sustainability

Goal 4: Incorporate Sustainable Practices into Town Policies and Operations

Related Goals:



Task 4.1 – Administrative Services Staff Collaboration to Implement Sustainable Purchasing Practices

Description: Create specific guides for purchasing staff within each department. Centralize purchase of recycled content paper for Town as organization. Develop & implement ongoing training for staff.

Project Update September 30, 2023: KTG staff have developed new guidance for the state's recycled paper product purchasing requirements and will provide training to relevant staff.

December 31, 2023: KTG staff developed training resources, procedures, and forms to track recycled paper product purchases, and presented to Town administrative staff. Staff are currently in the process of collecting required documentation for recent purchases, but system is in place to track recycled paper product purchases moving forward.

Target Date: FY 2023/24

Status: 95% Complete

Lead: Administrative Services

Supporting: KTG



Task 4.2 – Conversion to Renewable Diesel and Providing Access to Renewable Diesel to other Public Agencies

Description: Memorandum of Understanding (MOU) in place with TFPD and TDPUD for use of Town fueling facilities. Construction/installation of additional storage tank in 2023.

Project Update **December 31, 2023: Project is substantially complete and should be operational for use by the Town, Truckee Fire Protection District, and Truckee Donner PUD by mid-February.**

March 31, 2024: Project is complete and in operation.

Target Date: FY 2023/24

Status: 100% Complete

Lead: Engineering

Supporting:





Reduce Greenhouse Gas Emissions & Become a Leader in Environmental Sustainability

Goal 4: Incorporate Sustainable Practices into Town Policies and Operations

Related Goals:



Task 4.3 – Initiative to Reduce Paper Checks (move to primarily Electronic Fund Transfer (EFT)/Purchasing (P) Chards)

Description: When we create a new vendor, we will send them our ACH Setup form. We will conduct an audit once a year to reach out to our established vendors to encourage them to set up direct deposits. When we request updated W-9s we will send them our ACH Setup form. We will set up all our AT&T accounts on auto pay with the P-Card, in the last year we sent out on average 20 checks a month.

Project Update: Nearly 40% of all payments are paid via EFT. Continued efforts to move vendors to EFT.

March 31, 2024: Continued push to encourage vendors to switch from paper checks to EFTs through verbal reach outs. This is also safer for the vendor as there is less risk of check fraud.

Target Date: FY 2023/24

Status: In Progress – 50% Complete

Lead: Administrative Services

Supporting:

✓ Task 4.4 – SB 1383 Recovered Organic Waste Product Procurement Requirements

Description: Explore options to meet the SB 1383 recovered organic waste product purchasing requirements, including electricity, renewable natural gas, vehicle fuel, compost, and mulch from eligible sources. Meet regulatory procurement targets by March 1, 2024, as required by the Town's CalRecycle-approved Corrective Action Plan.

Project Update: **December 31, 2023:** The Town met its 2023 procurement target through purchases of mulch for three large projects (Coldstream roundabout, Trout Creek Restoration/Glenshire Roundabout, and the Mobility Hub). Staff have evaluated a variety of options for meeting the procurement targets and will recommend execution of a compost broker agreement to meet 2024 targets.

March 31, 2024: Compost broker agreement executed to meet 2024 requirements.

Target Date: FY 2023/24

Status: Complete

Lead: KTG

Supporting:





Reduce Greenhouse Gas Emissions & Become a Leader in Environmental Sustainability

Goal 4: Incorporate Sustainable Practices into Town Policies and Operations

Related Goals:



Task 4.5 – Electric Vehicle (EV) Infrastructure Master Plan

Description: 2040 General Plan Action Item Climate Action Plan CAP 4.1, CAP 4.2 and Mobility Element M-1.F - Town Facility Electric Vehicle Charging Master Plan to evaluate a strategy for electric vehicle charging infrastructure (location, amount, pricing structure, electrical service needs, general specifications, etc.) for Town facilities, including Town-maintained parking lots, Town Hall, and the Public Service Center. The planning phase will initiate in FY 24/25 and will assess the future full EV infrastructure buildout and electrical infrastructure needs at both locations.

Project Update September 30, 2023: While the planning on the townwide plan will not begin until Fiscal Year 24/25, the Town will be installing additional EV infrastructure this summer (2024) to accommodate new micro transit and transit vehicles being purchased with grant funds.

December 31, 2023: Planning of EV infrastructure this summer (2024) to accommodate new microtransit and transit has begun as a part of the Mobility Hub Phase 2A project. However, the townwide plan will not begin until Fiscal Year 24/25.

Target Date: Planning Phase FY 2024/25

Status:

Lead: Engineering

Supporting: KTG

Task 4.6 – Electric Vehicle (EV) Policies

Description: Policy could include exploration of EV charging stations within Town right of way, use of proprietary chargers on public land (e.g. Tesla or Rivian).

Project Update:

December 31, 2023: Tesla reached out to Town staff for a meeting about their universal charging and staff met with Tesla representatives the week of February 5, 2024.

Target Date: FY 2024/25

Status:

Lead: Community Development

Supporting: Engineering and KTG



Reduce Greenhouse Gas Emissions & Become a Leader in Environmental Sustainability

Goal 4: Incorporate Sustainable Practices into Town Policies and Operations

Related Goals:



Task 4.7 – Explore changes to the investment policy to increase sustainability practices within the Town’s Investment Portfolio

Description: Provide Council with the three policy options and supporting data on strategies to take with the Town’s investment portfolio that would align with the Town’s sustainability and climate action goals.

Project Update: Met with the Town’s investment manager to understand the potential options for changes to the investment portfolio and discussed what data they could provide us to support decision makers in reviewing those policies.

Target Date: FY 2024/25

Status: 5%

Lead: Finance

Supporting:



Task 4.8 – Biological and Water Resource Mapping

Description: **2040 General Plan Conservation and Open Space Element Action COS 3.1, COS 3-8, COS 7-3** - Develop biological and water resource mapping and prepare studies as needed to update resource mapping. This tool will inform various planning projects.

Project Update: Project has not started. Staff plans to present existing available resources to the Council in the fall or winter of 2023.

Target Date: FY 2024/25

Status: 100% Complete

Lead: GIS/Engineering

Supporting: Planning



September 30, 2023: Staff has created (and presented to Council) a compilation of various resource data sets in consultation with the 2040 General Plan (consistent with COS-1.C and COS-3.F). The map application that has been created is available to staff to use and provides a valuable tool for evaluating land use development and open space preservation. Staff are recommending the need for additional ground studies be delayed evaluated as a part of the resource management and protection plan that would be coordinated with the US and California Departments of Fish and Wildlife. The comprehensive plan has been added to the bike rack for future prioritization.



Reduce Greenhouse Gas Emissions & Become a Leader in Environmental Sustainability

Goal 4: Incorporate Sustainable Practices into Town Policies and Operations

Related Goals:



✓ Task 4.9 – Explore On-Going Funding Source for Environmental Sustainability Initiatives

Description: Develop a policy for Council consideration and direction to develop an on-going funding source for environmental sustainability initiatives and programs.

Project Update December 31, 2023: Sustainability reserve policy is scheduled to be presented to Town Council 2/13/24.

March 31, 2024: Sustainability reserve policy adopted.

Target Date: 12/31/23

Status: 100% Complete



Lead: Administrative Services

Supporting: Town Manager

✓ Task 4.10 – Environmentally Sustainable eWaste Management

Description: Implementing an environmentally sustainable eWaste policy, Truckee IT focuses on secure data wiping and repurposing end-of-life electronics. Efforts include providing devices to community members and non-profits, offering to employees for personal use, and ensuring eco-friendly disposal of unsuitable eWaste.

Project Update:

September 30, 2023: Successfully distributed refurbished devices to local non-profits and community members. Remaining eWaste routed to certified recyclers for environmentally responsible disposal.

Target Date: FY 2023/24

Status: 100% Complete



Lead: Information Technology

Supporting:



Reduce Greenhouse Gas Emissions & Become a Leader in Environmental Sustainability

Goal 5: Explore Bike, Micro-Mobility and Micro-Transit Feasibility Options

Related Goals:



Task 5.1 – Research Feasibility and Appropriateness of Micro-Mobility (E-Bike/Scooter) use on Paved Trails

Description: 2040 General Plan Mobility Element M-2.P - Explore implications of alternative transportation modes on Town trails.

Project Update: GIS staff is working on developing a trail incident reporting application for residents to report safety concerns and near misses. A contract with Tahoe Fund/Take Care is underway to develop a bike etiquette campaign and staff are considering updates to our local ordinances to better align with state laws. Micro-mobility, especially electric micro-mobility, has moved from an "emerging technology" to "common technology" and will require solutions as it relates to both management of trails as well as engineering and design. In addition, a stakeholder committee has been established and met on June 21, 2023, for the first time. This stakeholder committee will help inform updates to the Town's code related to e-bike use on the trails. Also informing this update, a community survey has been issued and is open for participation until June 30, 2023.

September 30, 2023: A stakeholder committee met throughout the summer to study this issue and make recommendations. Public survey and workshop helped to inform consideration of trail policies. On September 26, 2023, the Town Council adopted an ordinance updating regulations of alternative transportation devices on multi-use trails, including implementing a 15 MPH speed limit for all trail use.

Target Date: FY 2023/24

Status: 100% Complete



Lead: KTG & Transportation

Supporting: Community Engagement and Police



Reduce Greenhouse Gas Emissions & Become a Leader in Environmental Sustainability

Goal 5: Explore Bike, Micro-Mobility and Micro-Transit Feasibility Options

Related Goals:



Task 5.2 – Bike Share Program Implementation

Description: 2040 General Plan Action Item Mobility Element M-3.K - Exploration of options to provide a town or regional bike share program.

Project Update: The launch of the Town sponsored E-bike Share Program is scheduled to launch in Summer 2023. Phase 1 will focus primarily on location on Town owned property and Rights of Way. Assuming the Program is successful and well received, Summer 2024 will focus on Phase 2 locations which have been identified on Town property as well as other community wide locations. Launch scheduled for June 30, 2023.

September 30, 2023: This program successfully launched on June 27, 2023, as a public-private partnership at no cost to the Town. The first-year program consists of 100 docking stations at 18 locations and 53 total bikes strategically located around Town. Station coverage extends from Glenshire to the east and Donner Lake Boat launch to the west and various locations in between. As of the end of September 2,829 total trips have been made totaling 17,926 miles ridden, and 17,014 lbs of carbon offset (Source: BCycle). This equates to approx. 338 miles ridden per bike, 53 trips per bike and 6.3 miles per trip. The top 3 most popular stations thus far are Donner Lake Boat Launch, The Rock, and Glenshire/Legacy Trail, with the latter being the continuous top location for checkouts and returns through this point in the Program. The end of year report is scheduled to be presented to Council before end of 2023 with the system to be decommissioned in late October/early November. The 2024 program is scheduled to commence earlier than 2023 with a goal of relaunching in early May 2024. Discussion for expansion into Placer County is also scheduled at seasons end.

Target Date: 06/30/2023

Status: 100% Complete

Lead: Transportation

Supporting: Community Engagement





Reduce Greenhouse Gas Emissions & Become a Leader in Environmental Sustainability

Goal 5: Explore Bike, Micro-Mobility and Micro-Transit Feasibility Options

Related Goals:



Task 5.3 – Micro-Transit Year-long Pilot

*Description: **2040 General Plan Mobility Element M-3.H and M-3.G** - Exploration of options on expanded dial-a-ride/shuttle micro-transit service in collaboration with Nevada County Transportation Commission (NCTC).*

Project Update: Staff were able to secure funding obligations and commitments necessary to fund, including Town contribution, and launch the 22/23 Winter Pilot Program. Average Ridership from December 15 - 31 was 312 which is an increase from 273 from the Summer Pilot. In addition to the pilot programs, Staff with support from a transit consultant is in the process of completing a formal Micro transit Feasibility Study which is scheduled to be complete in February 2023. Staff will be presenting information related to short-term and long-term service models as part of the FY 23/24 budgeting process.

September 30, 2023: A yearlong Town-wide Micro transit Program began service on July 1 following approval by Town Council as part of the FY 23/24 budgeting process. This Program continues to experience consistent and high levels of ridership, even in the off-peak season with average ridership of approx. 400 rides/passengers per day. Total system ridership in FY21/22 was 31,904. Total system ridership in FY22/23 was 111,215. With TART Connect, Fixed Route, and Dial-a-Ride, the FY22/23 ridership is up 249% year-to-date over FY21/22. The current shared ride percentage is up to 54% from approx. 27% from initial pilot that included limited-service area. To date the TART Connect program has carried approx. 143,000 riders since commencing on June 25, 2022.

Target Date: FY 2023/24

Status: 100% Complete

Lead: Transportation

Supporting: Community Engagement





Reduce Greenhouse Gas Emissions & Become a Leader in Environmental Sustainability

Goal 6: Reduce Greenhouse Gas Emissions from Buildings

Related Goals:



Task 6.1 – Explore Building Reach Codes

*Description: **2040 General Plan Climate Action Plan Element CAP-8.A** - Research and consider adoption of local building energy code that “reaches” beyond the state minimum requirements for energy use in building design and construction. Research completed Fiscal Year 21/22-22/23. Recommendations to be presented to Council in late FY 22/23 or early FY 23/24*

Target Date: FY 2021/22 – FY 2023/24

Status: 80% Complete

Lead: KTG & Community Development

Supporting: Community Engagement, Building, Town Attorney

Project Update December 31, 2023: The Town's consultants provided cost-effectiveness studies for new construction reach code options but does not yet have data from the statewide team for existing building reach code options. Staff continue to work with the Town's consultants and statewide codes and standards team to understand the impacts of the Ninth Circuit Court Ruling and expect to reconvene the Reach Code working group in Spring 2024. This does not impact the timeline for consideration of other existing building measures that do not require amending the building code. Staff plan to incorporate consideration of existing building reach codes into the Existing Building Decarbonization Roadmap.

March 31, 2024: Three Reach Code Stakeholder Committee meetings are planned for next quarter, as well as additional community engagement. Staff expect to present the Stakeholder Committee recommendations and results of community input to Council in August 2024.



Reduce Greenhouse Gas Emissions & Become a Leader in Environmental Sustainability

Goal 6: Reduce Greenhouse Gas Emissions from Buildings

Related Goals:



Task 6.2 – Develop and Support Adoption of a Reach Code

*Description: **2040 General Plan Climate Action Plan Element CAP-8.A** - Consultant recommendations for potential reach code options expected FY 22/23. Pending Council direction, staff will develop a reach code ordinance and prepare necessary documentation to submit to the CEC in FY 23/24.*

Project Update September 30, 2023: Staff are considering how to proceed given the delays with the existing building cost-effectiveness studies but anticipate consideration of new construction reach code options could begin as early as February 2024. Further Reach Code development will be led by the new Sustainability Program Analyst who started on September 18.

Target Date: FY 2023/24

Status: 20% Complete

Lead: KTG & Community Development

Supporting: Community Engagement, Building, Town Attorney



Reduce Greenhouse Gas Emissions & Become a Leader in Environmental Sustainability

Goal 6: Reduce Greenhouse Gas Emissions from Buildings

Related Goals:



Task 6.3 – Develop a Building Decarbonization Roadmap

*Description: **2040 General Plan Climate Action Plan Element CAP-7.H Roadmap to Decarbonization:** Develop a policy roadmap to decarbonize existing buildings while supplementing costs and other burdens for vulnerable populations. This plan will examine the existing building stock and building energy use and recommend policies, programs, and incentives for building decarbonization. This will help staff prioritize and target the building decarbonization programs in the CAP Element to more equitably, effectively, and quickly reduce GHG emissions from existing buildings.*

Project Update December 31, 2023: Development of the Existing Building Decarbonization Roadmap is underway, with staff conducting policy research and incorporating consideration of existing building reach code options into this process. The Building Stock Assessment component is expected to be complete in February 2024, which will provide insight into key characteristics of Truckee's residential and commercial building stock and provide direction into policy and program options. Staff anticipate conducting engagement with key stakeholders and the community about potential existing building decarbonization measures in Q2 2024.

March 31, 2024: Staff have completed the building stock assessment and analysis of permit data and are continuing research into policy and program options. In Q4, staff expect to finalize the community engagement strategy for Roadmap development. Once staff have direction from Town Council on existing building reach codes, which are a key component of the roadmap, they will finalize the strategy roadmap into a draft Roadmap for Council input.

Target Date: FY 2023/24

Status: 60% complete

Lead: KTG

Supporting: Community Engagement
& Community Development



Reduce Greenhouse Gas Emissions & Become a Leader in Environmental Sustainability

Goal 6: Reduce Greenhouse Gas Emissions from Buildings

Related Goals:



Task 6.4 – Housing Retrofit Incentives Program Revision and Expansion

*Description: **2040 General Plan Climate Action Plan Element CAP-7.I Retrofit Incentive Promotion:** Revisit rebate amounts and categories with the goal of increasing participation in existing incentive programs. Could include consideration of a mobile home-specific retrofit program.*

Project Update December 31, 2023: The Countywide program was not awarded EECBG program funding, so staff developed a proposal for a low-income weatherization program in Truckee. Council approved the proposed Truckee Weatherization Program in November 2023. Staff developed an RFP for a program administrator that was released in January 2024, which closed on February 9.

March 31, 2024: Council approved funds for an expanded weatherization retrofit incentive program in February 2024. This update increased most rebate amounts substantially and added additional rebate categories for wall, attic, and floor insulation (up to \$1,000 per home). Staff have been collaborating with TDPUD to create updated outreach collateral about the program and will be including these materials at in-person outreach events and the Town's building counter.

Target Date: FY 2024/25

Status: 100% complete



Lead: KTG

Supporting: Community Engagement

Task 6.5 – Comprehensive Housing Retrofit Pilot Project

*Description: **2040 General Plan Climate Action Plan Element CAP-7.I Retrofit Incentive Promotion:** Leverage results of Building Decarbonization Roadmap and other-directed research to develop and implement program to work with small number of selected homes on comprehensive building decarbonization improvements to inform process, gather data, and showcase demonstration projects.*

Project Update:

March 31, 2024: Based on an identified gap in existing assistance and incentive programs, staff developed a proposal for a low-income weatherization program in Truckee. Council approved the proposed Truckee Weatherization Program in November 2023, and staff released an RFP for a program administrator in Q3. Contract award is expected in Q4, and staff expect to begin program development in collaboration with the program administrator in early FY 2025.

Target Date: FY 2024/25

Status: 20% complete

Lead: KTG

Supporting: Community Engagement



Reduce Greenhouse Gas Emissions & Become a Leader in Environmental Sustainability

Goal 6: Reduce Greenhouse Gas Emissions from Buildings

Related Goals:



Task 6.6 – Climate Transformation Alliance Truckee Tahoe Building Decarbonization Pilot Program

*Description: **2040 General Plan Action Item Climate Action Plan CAP-7.A** -Support Climate Transformation Alliance Building Decarbonization Pilot Program, including workforce development and education, outreach to building owners, and development of one stop shop for resident building decarbonization technical support. Town staff is expected to provide program and policy input, conduct targeted stakeholder outreach to public agencies and utilities, and provide public communications about the program.*

Target Date: FY 2023/24 – FY 2024/25

Status: In Progress – 30%

Lead: KTG

Supporting: Community Engagement

Project Update September 30, 2023: CTA staff are engaging with contractors on the workforce development and training component of this program and in the early stages of program design for the remaining components. Town staff have not been involved with this phase of the program development but will play a role in public outreach and engagement for the pilot program once it is fully developed.

March 31, 2024: CTA hosted contractor open house help to expand program awareness and interest; contractor trainings are under way.



Reduce Greenhouse Gas Emissions & Become a Leader in Environmental Sustainability

Goal 7: Destination Stewardship Plan

Related Goals:



Task 7.1 – Participate in Visit Truckee-Tahoe (VTT) Destination Stewardship Planning Process

Description: **2040 General Plan Action Item Economic Development Element ED-3.A** - VTT is convening a stakeholder committee to inform a consultant-led planning process beginning 2023. The Town's Economic Program Analyst will represent on this committee and will involve other key staff as *appropriate*.

Project Update September 30, 2023: Staff have participated in the VTT-convened Truckee Stewardship Council meetings, including providing feedback on questions for two VTT stewardship-related community surveys conducted this summer.

December 31, 2023: Staff continue to actively participate in VTT's stewardship planning efforts, including providing feedback to VTT on Visit California's Destination Resilience and Sustainability Scorecard survey, which will inform Visit California's assessment of sustainable tourism in the High Sierra region.

Target Date: 12/31/2023

Status: Complete &
on-going



Lead: Economic Development

Supporting: Transportation,
Community Engagement & KTG



Reduce Greenhouse Gas Emissions & Become a Leader in Environmental Sustainability

Goal 8: Biomass Project

Related Goals:



Task 8.1 – Complete Biomass Feasibility Study

Description: 2040 General Plan Action Item Safety and Noise Element SN-2.F; Climate Action Plan CAP-6.B - Biomass is a potential solution to utilize green waste to create a usable product (renewable energy and/or biochar) to support the Town's GHG reduction goals and green waste disposal. A consultant-led feasibility study is being completed to consider feasibility of two biomass facility options with a potential location in the Town Hall-Fire District-Airport District neighborhood: Biomass Gasification and Combined Heat and Biochar. The study is a partnership with Truckee Tahoe Airport District, Truckee Fire Protection District and Truckee Donner Public Utility District. Study results will be presented to the Town Council in summer 2023 for Council direction.

Project Update **December 31, 2023:** The draft Biomass feasibility study is complete and will be presented to the Town Council for review and to discuss next steps in February 2024.

March 31, 2024: Feasibility Study complete and was reviewed by Town Council in. Staff is working with Sierra Business Council to develop a scope of work to further evaluate partnerships and capital and financing options for a facility.

Target Date: 7/31/2023

Status: 100% Complete



Lead: Town Manager & GIS

Supporting: Emergency Management, Engineering & KTG

Task 8.2 – Project Development for Potential Biomass Facility, as Determined by Biomass Feasibility Study

Description: 2040 General Plan Action Item Safety and Noise Element SN-2.F; Climate Action Plan CAP-6.B -Pending the outcome of the biomass feasibility study, as directed by Council would be project development, including design, feedstock procurement agreements, and partnership agreements with public agency partners, as applicable. Depending on the Town's role and the scope of the project, this item may require delaying additional CIPs in the workplan.

Note: Project development has not been budgeted and would be considered as a budget amendment if Council provides direction to move forward.

Project Update:

Target Date: FY 2024/25

Status:

Lead: Engineering

Supporting: Emergency Management, Town Manager & KTG



Enhance Communication & Public Outreach to Facilitate Community Cohesion

Goal 1: Implement new Town website that improves ease of access to information and increases engagement.

Related Goals:



Task 1.1 - Develop a new Town website that is compliant with legal requirements, ADA requirements and reflects the character of our community and integration of "Virtual Town Hall" services into website

Description: Research what other towns/cities are doing to share information (e.g. Dashboards, tracking toward goals---e.g. # of trail miles built, homes built, carbon saved, etc.)

Project Update December 31, 2023: The final design of the website has been approved and content has been migrated from the current website. The Town disaster preparedness section is being finalized and will be approved by the end of February. Town staff will receive training at the end of February ahead of the March 2024 launch date.

March 31, 2024: The new website launch on March 19, 2024, and is successfully running with updates and new content regularly created by staff.

Target Date: 12/31/23

Status: In Progress – **100% complete**

Lead: Community Engagement & Town Clerk

Supporting: Interdepartmental Communications Committee



Task 1.2 – Parcel Mapping Upgrade

Description: 2040 General Plan Land Use Element Action Item LU-1.C - Create a more robust integrated mapping application to view permit information and public records. The mapping system will not only tie into Laserfiche, but the building permit system so users can check the status of in process permits and issued permit details.

Project Update September 30, 2023: Staff map and resource mapping platform is complete. Ongoing maintenance is required to maintain relevancy of data layers. Public access is currently available through the "My Town of Truckee Map," however, access to permit history and building records is not currently available to the public due to limitation of permitting software.

December 31, 2023: Complete and on-going

Target Date: 3/1/24

Status: **Complete & On-Going**

Lead: GIS

Supporting: Information Technology & Community Engagement





Enhance Communication & Public Outreach to Facilitate Community Cohesion

Goal 2: Re-envision Town Branding

Related Goals:



Task 2.1 - Assess Town branding and branding guidelines

Description: Issue an RFP for a consultant to work on re-envisioning the Town Brand and Logo, including developing branding materials such as standard fonts, graphics, imagery, etc. for town produced presentations and documents.

Project Update December 31, 2023: The brand has been finalized and implemented into the new website. The branding guidelines, iconography, illustrations, colors and templates are being finalized with the consultant. They will be providing an in-person workshop with staff in February 2024 to support a smooth roll out process, provide information about how the guidelines work, and to better understand the needs and best approach for the roll-out phases.

March 31, 2024: The consultant provided an in-person workshop to staff in February 2024 and the primary logo was publicly released with the launch of the new website in March 2024. The new branding continues to be rolled out and will be updated as required for different materials and equipment. Additional division branding continues to be identified and worked through with the consultant.

Target Date: 12/31/23

Status: In Progress –**95% Complete**

Lead: Community Engagement & Town Clerk

Supporting: Interdepartmental Communications Committee

Task 2.2 – Develop a Regional Brand for Belonging and Inclusion

Description: Develop a regional brand that celebrates belonging and inclusion for all in the region. This will be a shared effort with Nevada County and potentially other stakeholders. The belonging brand will be visible alongside Town logos.

Project Update: Development of a belonging brand will take place after the DEI Action Plan is completed to be informed through that process.

March 31, 2024: DEI Action Plan still in development.

Target Date: 12/31/23

Status: In Progress –5%

Lead: Community Engagement & Town Clerk

Supporting: Interdepartmental Communications Committee



Enhance Communication & Public Outreach to Facilitate Community Cohesion

Goal 2: Re-envision Town Branding

Related Goals:



Task 2.3 – Rebrand the Town’s Recruitment Process

Description: Update the website and hiring materials to highlight the many benefits of working at the Town across all departments

Project Update December 31, 2023: The Human Resources section on the new website is being refreshed with an opportunity to include more dialogue around benefits of working for the Town of Truckee and video content for both the website, YouTube, Instagram and Facebook.

Target Date: FY 24/25

Status: In Progress – **30% Complete**

Lead: Human Resources

Supporting: Community Engagement

March 31, 2024: Continuing work to flesh out the HR website with more content about what makes the Town of Truckee a great place to work. By July 30, we will roll out new recruitment materials to potential candidates to highlight our appealing benefit package.



Enhance Communication & Public Outreach to Facilitate Community Cohesion

Goal 3: Community Engagement around Community Events and Priority Initiatives

Related Goals:



Task 3.1 – Pilot Neighborhood Event in Collaboration with Community/Public Agency Partners

Description: 2040 General Plan Community Character Element Action Item CC-6.A and Economic Development Element Action Item ED-3.4 - This will be a revamp of the Public Agencies Working Together block party concept, where the Town of Truckee provides an event to promote services in specific neighborhoods in an attempt to meet people where they're at.

Project Update:

Target Date: Fall 2024

Status:

Lead: Community Engagement

Supporting: TBD



Task 3.2 – Explore new Opportunity for in-person Community Engagement

Description: 2040 General Plan Community Character Element Action Item CC-6.A and Economic Development Element Action Item ED-3.4 -Explore community engagement opportunities such as farmers markets or large events.

Project Update: Staff are working to coordinate with the farmers market organizers to set up a tabling booth for several summer events.

September 30, 2023: Town co-hosted a community pool night along with Nevada County COAD, Sierra Community House, Rec & Park, TFHS, and Kidzone. This was a successful event to reach families in a small setting, with 70 attendees. This is considered on-going work.

Target Date: 2025

Status: 100% Complete



Lead: Community Engagement & Town Clerk

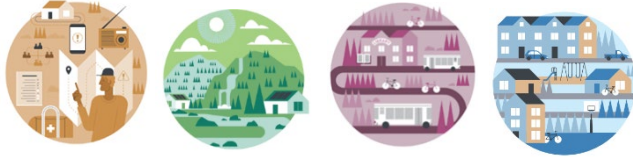
Supporting: TBD



Enhance Communication & Public Outreach to Facilitate Community Cohesion

Goal 3: Community Engagement around Community Events and Priority Initiatives

Related Goals:



Task 3.3 – Night Sky Fall Awareness Campaign

Description: **2040 General Plan Community Character Element Action Item CC-2** – Community awareness campaign for night sky in alignment with General Plan policies for community character.

Project Update September 30, 2023: Working with East River PR and Court Leve Production to develop night sky community awareness campaign “Don’t Be Afraid of the Dark” to launch in late fall 2023.

December 31, 2023: Fall awareness campaign complete. Hosted moonlit tour for 16 residents, shared collateral materials with community organizations and partners, printed stickers and magnets for distribution and highlighted importance of dark skies at CTA community event and on 101.5 KTKE during community spotlight.

Target Date: Fall 2023

Status: 100% Complete



Lead: Town Manager/Community Engagement

Supporting: TBD



Task 3.4 – Spring Night Sky Awareness Campaign and lighting Grant/Rebate Program

Description: **2040 General Plan Community Character Element Action Item CC-2.1 and 2.2** – Community awareness campaign for night sky in alignment with General Plan policies for community character coupled with lighting rebate/grant program administered through Sierra Business Council.

Project Update December 31, 2023: ER PR working on developing photo competition and hosting of night photography session. Interest from Nevada City, Grass Valley and Nevada County in hosting regional night sky photo competition to raise awareness. Entered contract with SBC for night sky compliant lighting rebate program. Guidelines for the program are scheduled to be presented to Council in early March.

March, 31 2024: Campaign is launched and ongoing. Rebate program launched in early April.

Target Date: Spring 2024

Status: 100% Complete



Lead: Community Engagement & Town Clerk

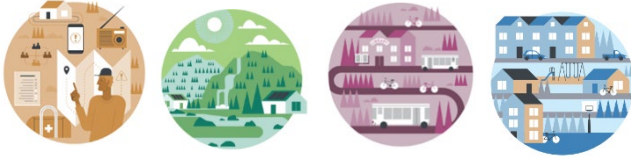
Supporting: TBD



Enhance Communication & Public Outreach to Facilitate Community Cohesion

Goal 3: Community Engagement around Community Events and Priority Initiatives

Related Goals:



✓ Task 3.5 – Talk with the Town Quarterly Events in partnership with Chamber of Commerce

Description: Staff has coordinated with the Chamber of Commerce to participate in a quarterly Talk with the Town event. Each quarter an issue will be discussed that is important to our business community. This is intended to connect more with our business community, understand what is important to them and how we can support our businesses.

Project Update December 31, 2023: The first quarterly conversation will occur in January and be focused on business safety.

March 31, 2024: First Talk with the Town event held in January on business safety. Event was well attended and received positive feedback. Town and Chamber are coordinating planning for future event topics including unhoused and parking.

Target Date: 2024

Status: 100% Complete & On-Going

Lead: Police & Economic Development



Supporting: Town Manager



Enhance Communication & Public Outreach to Facilitate Community Cohesion

Goal 4: Build Relationships and Enhance Engagement with Target Populations

Related Goals:



Task 4.1 – Develop a Diversity, Equity, and Inclusion Action Plan

Description: **2040 General Plan Community Character Element Action Item CC-6.A; Economic Development Element Policy EC-4.3** -Development of a Diversity, Equity & Inclusion Action Plan will assess how to best serve the community at-large, including the populations not currently being reached (i.e.. Latinx, low-income, senior citizens, etc.). This will identify current gaps, how we spend our resources, internal hiring practices, and policies to implement positive community change. The plan will include a translation implementation plan.

Target Date: 12/31/23

Status: In Progress – 25% Complete

Lead: Community Engagement

Supporting: Human Resources

Project Update **December 31, 2023:** Staff have begun working with EqWI and provided internal and external documents for review. An internal steering committee to help guide the process was formed, comprised of 7 staff, representing all departments.

March 31, 2024: Internal steering committee has met monthly to guide the process. Internal survey and internal and external stakeholder interviews were completed. The process has been extended to align with the hiring of a new DEI Program Manager and allow for the new hire to be involved in the final plan. Action Plan is anticipated to be complete in fall of 2024.

✓ Task 4.2 – Work with Community Partners to Host Latinx Community Engagement Events

Description: **2040 General Plan Community Character Element Action Item CC-6.A and Economic Development Element Policy ED-3.4 and ED-4.3** -Coordinate with community partners such as Sierra Community House, ARC, La Raza, Promotores, and others to help produce events that celebrate and elevate Latinx culture in Truckee

Target Date: FY 2023/24

Status: 100% Complete



Lead: Community Engagement

Supporting:

Project Update: Staff successfully hosted the Dia de los Ninos event alongside Sierra Community House and the Truckee Library in April 2023. Staff are developing a contract with Sierra Community House to establish routine annual Latinx centered events.

September 30, 2023: Staff tabled at the Hispanic Heritage Festival with Sierra Community House. Additionally, as stated above, staff hosted a free community pool night, which had a high attendance from the Latino population. This will be considered complete but on-going in nature.



Enhance Communication & Public Outreach to Facilitate Community Cohesion

Goal 4: Build Relationships and Enhance Engagement with Target Populations

Related Goals:



Task 4.3 – Develop Youth Engagement

Description: 2040 General Plan Community Character Element Action Item CC-6.A and Economic Development Element Policy EC-4.3 - Work with local partners to develop ways to engage with local youth, such as Women's Youth Leadership Roundtable.

Project Update December 31, 2023: Staff is preparing to present at Truckee High School leadership class to discuss potential development of youth council as well as other Town opportunities such as the Tech Teens.

March 31, 2024: The first successful Tech Teens series was complete with 15 students taking place in the regional partner events. Other opportunities still need to be explored for ongoing youth engagement.

Target Date: October 2023

Status: In Progress – 10% Complete

Lead: Community Engagement

Supporting:

Task 4.4 – Review of the Town's Mission Statement to address being an Inclusive Community

Description: 2040 General Plan Community Character Element Action Item CC-6.A and Economic Development Element Policy EC-4.3 -Review and revise the Town's mission statement to ensure it reflects Council's community cohesion priority and proactive efforts to engage and support all segments of our community.

Project Update:

September 30, 2023: This process will occur as part of the DEI Action Plan review.

Target Date: 12/31/23

Status:

Lead: Community Engagement

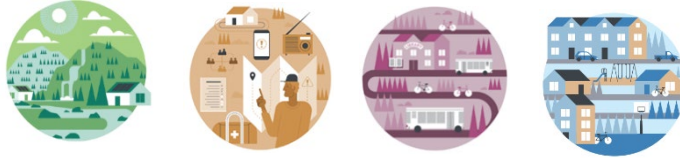
Supporting:



Enhance Communication & Public Outreach to Facilitate Community Cohesion

Goal 4: Build Relationships and Enhance Engagement with Target Populations

Related Goals:



Task 4.5 – Establish Town Participation in Nevada County Justice Equity Diversity and Inclusion (JEDI) Program

Description: **2040 General Plan Community Character Element Action Item CC-6.A and Economic Development Element Policy EC-4.3** - the Nevada County JEDI program has established a county vision and framework for actions to address local challenges with racial justice and equity. Establishing Town participation in this program will proactively increase collaboration and alignment between the Town and regional partners on our inclusion and community cohesion efforts.

Target Date: 12/31/23

Status: In Progress – 15% Complete

Lead: Community Engagement

Supporting:

Project Update September 30, 2023: Staff continue to attend the CCC meetings, as well as meetings with Nevada County and the Washoe Tribe on developing school curriculum in Truckee. The County's JEDI program has transitioned, and it is unclear what the Town's role could be at this time.

✓ Task 4.6 – Establish Tech Teens Program

Description: Work with other technology leaders at surrounding public agencies to develop a multi-day program to educate area teenagers on the capability and possibilities of technology to get them excited for potential future careers in technology. Teens who finish the program would get the opportunity to participate in a completion ceremony and would be awarded a certificate of completion.

Target Date: 06/30/2024

Status: In Progress – **50% Complete**

Lead: Information Technology 

Supporting: Community Engagement

Project Update December 31, 2023: The month-long technology series for Truckee/North Tahoe high school students, starting on April 11th and ending on May 9th, will be led by a core team comprising representatives from key local organizations. This includes the Truckee Tahoe Airport District, Town of Truckee, Tahoe Forest Health System, Truckee Donner Public Utility District, and Tahoe Truckee Unified School District. Each entity will showcase the role of technology in their operations, aiming to inspire students and build connections between future leaders and existing tech experts in the community.

March 31, 2024: The technology series for Truckee/North Tahoe high school students, held from April 11th to May 9th, was a success. Local organizations showcased the role of technology in their operations, inspiring students and creating three paid internship positions.



Enhance Communication & Public Outreach to Facilitate Community Cohesion

Goal 5: Town-Wide Communications

Related Goals:



Task 5.1 – Develop, adopt and Implement Town-wide Communication Plan

Description: Develop a communication plan and strategy that will be used as a blueprint for communication protocols (i.e. social media protocol, etc.) and direct communication strategy for projects.

Project Update: This project is temporarily on hold during staff leave of absence.

September 30, 2023: Completion of this project will coincide with the DEI Action Plan, to ensure inclusive engagement practices.

Target Date: 12/31/23

Status: In Progress – 75% Complete

Lead: Community Engagement

Supporting: Interdepartmental Communications Committee

Task 5.2 – Catalogue Photo and Video Asset Library for all Town Use

Description: This project will organize and catalogue the Town’s photo and video assets, so they are more easily accessible to staff to support outreach efforts. An organizational system will allow new photo assets to be added as they become available.

Project Update September 30, 2023: Research on available products is complete.

December 31, 2023: Additional research is being completed with trial of products in near future.

Target Date: 06/30/2024

Status: In Progress – 50% Complete

Lead: Community Engagement

Supporting:



Enhance Communication & Public Outreach to Facilitate Community Cohesion

Goal 5: Town-Wide Communications

Related Goals:



✓ Task 5.3 – Build Photo Stock

Description: Work with staff and consultants to build the Town's photo stock.

Project Update September 30, 2023: Contract with Court Leve has helped to build videography and photography assets. This will be on-going work and need of the Town.

December 31, 2023: A number of photographers/videographers have been utilized to build photo/video stock, as well as the implementation of an iStock account for general needs photos.

Target Date: 12/31/23

Status: Complete &
On-Going



Lead: Community Engagement

Supporting:

Task 5.4 – Full-Page of Financial Information on Administrative Services Page to Increase Accessibility and Transparency of Information

Description: Develop and provide summary financial information for the general public to promote understanding and transparency of the Town's finances.

Project Update: Staff is exploring new budgeting software as the existing model based in excel is no longer adequate for the Town's needs. The available software for government budgets includes more robust reporting. It is also more dynamic, and web based. It is expected that the new budget software may help with progress towards achieving this goal.

March 31, 2024: The Town's new budget software will have increased data visualization modeling with interactive elements. The contracting process for the new software is almost complete. Implementation is scheduled to begin in early August with the goal of producing the FY25/26 Budget in the new software and present the budget in its updated form starting with the Draft budget in May 2025.

Target Date: 12/31/23

Status: In Progress – 45% Complete

Lead: Administrative Services

Supporting:



Enhance Communication & Public Outreach to Facilitate Community Cohesion

Goal 5: Town-Wide Communications

Related Goals:



Task 5.5 – Develop and Implement a Bike Safety Campaign

*Description: **2040 General Plan Mobility Element Action Item M-2.P-** Work with local and regional community stakeholders to develop and implement bike safety messaging with a focus on paved trails.*

Project Update December 31, 2023: Staff plans to implement another volunteer-based stenciling project this summer and is working to evaluate the need for additional signage related to the 15-mph speed limit on paved trails. Staff are coordinating with ER PR to develop an educational campaign.

March 31, 2024: Staff have been working on a rack card and information to be displayed at community events. Planning for a video campaign has also begun.

Target Date: Summer 2024

Status: In Progress – 75% Complete

Lead: Engineering

Supporting: Police, Transportation & Community Engagement



Task 5.6 – Add Staffing Capacity to Community Engagement Division with Full-Year Intern Support

Description: A community engagement intern will provide additional community engagement capacity, including supporting social media, print, and in-person outreach on specific Town projects as well as supporting a variety of goals within this Communications workplan.

Project Update: Complete: Two interns hired for FY23/24. Budget for FY24/25 includes maximum allowable hours for interns.

Target Date: FY 2023/24

Status: 100% Complete



Lead: Community Engagement

Supporting: Administrative Services



Enhance Communication & Public Outreach to Facilitate Community Cohesion

Goal 5: Town-Wide Communications

Related Goals:



Task 5.7 – Implement Townwide Cloud-Based Phone System

Description: The project aims to replace the current phone system with a cloud-based solution offering features like ring groups for efficient call handling, an automated attendant for streamlined inquiries, voice transcription for accessibility, and data analytics for improved service management.

Project Update December 31, 2023: The solution has been selected and the contract is currently being processed. A project manager will be assigned shortly, and a townwide kickoff, along with staff training, is planned for February.

March 31, 2024: The new cloud system has been deployed and staff are working to ensure ongoing success with the new system.

Target Date: Spring 2024

Status: *In Progress – 95% Complete*

Lead: Information Technology

Supporting: All

Task 5.8 – Upgrade Wireless Access Points for Enhanced Connectivity

Description: Deploy advanced wireless access points at Town Hall and the Corp Yard, providing enhanced public WiFi for citizens and secure corporate WiFi for Town staff. Access points smartly shape traffic, ensuring faster, more reliable connections for improved user experience.

Project Update December 31, 2023: All access points in Town Hall have been successfully provisioned and deployed, with deployment at the Corp yard scheduled for February.

March 31, 2024: The project to deploy advanced wireless access points at Town Hall and the Corp Yard, providing enhanced public WiFi for citizens and secure corporate WiFi for Town staff, is now 60% complete. All access points in Town Hall have been successfully provisioned and deployed. The Corp Yard WAPs have been purchased and will be deployed in September/October. These access points smartly shape traffic, ensuring faster, more reliable connections for an improved user experience.

Target Date: Winter 2023/24

Status: In Progress – *60% Complete*

Lead: Information Technology

Supporting:



Enhance Communication & Public Outreach to Facilitate Community Cohesion

Goal 5: Town-Wide Communications

Related Goals:



Task 5.9 – Transition to .gov Domain

Description: Migrate to a .gov domain to bolster cybersecurity and public trust. This includes securing the domain, updating systems, and public communication.

Project Update December 31, 2023: The .gov application process is temporarily unavailable due to CISA overhauling the request procedure. Initially scheduled for deployment in January 2024, it now appears that the ability to apply may be delayed beyond this date.

March 31, 2024: The PD and Town websites are now both on .gov. IT user accounts are currently in the testing phase with the .gov domain, with mass account deployment across the Town staged for August 2024. This project aims to bolster cybersecurity and public trust by securing the domain, updating systems, and enhancing public communication. The .gov domain also helped us secure CyHy services from CISA for regular vulnerability scanning and risk assessments.

Target Date: 2024

Status: *In Progress – 75% Complete*

Lead: Information Technology

Supporting:



Enhance Communication & Public Outreach to Facilitate Community Cohesion

Goal 6: Staff and Council Training to Support Community Engagement

Related Goals:

Task 6.1 – Communications and Media Training Plan Development for Council and Staff

Description: Provide communications training, including discussion of protocols for media processes, social media usage, the Town's communications plan, providing quotes, etc. To be completed during February 2024 Council retreat.

Project Update December 31, 2023: Communications training scheduled for February 2024 for Council. A best practices document for both social media and staff is currently being developed.

March 31, 2024: Branding and communication/media training took place for council in February 2024. Website training has taken place for staff and additional staff communications training is planned for August 2024.

Target Date: February 2024

Status: In Progress – **50% Complete**

Lead: Community Engagement

Supporting:

Task 6.2 – Explore Staff Training Opportunities for DEI

Description: Provide training opportunities for Town staff to support the Town's inclusion efforts. Prioritization of training topics will be identified based on the DEI Action Plan.

Project Update December 31, 2023: EqWI is going to conduct one staff training for the steering committee members (Feb 2024), and one staff training for the leadership team in June 2024. Further opportunities may be explored through the DEI Action Plan process.

March 31, 2024: DEI steering committee training took place in February 2024. Town leadership training was pushed to late 2024 once new DEI program manager has been hired.

Target Date: 6/30/24

Status: In Progress – **30% Complete**

Lead: Community Engagement

Supporting:



Enhance Communication & Public Outreach to Facilitate Community Cohesion

Goal 7: Implement Public Art Master Plan & Support Truckee Cultural District

Related Goals:



Task 7.1 – Develop Procedures for Developing and Implement Public Art Projects

Description: 2040 General Plan Community Character Element Action Item CC-5.A - Truckee Public Art Master Plan Implement the goals and policies of the Truckee Public Art Master Plan, including support for the Public Art Commission of Truckee. Review and revise the Public Art Master Plan every 10 years.

Project Update December 31, 2023: Assuming approval in February 2024 from PACT to proceed, Engineering staff will be putting out an RFP to identify potential artists for a public art piece at the Town's new mobility hub in the Railyard. Implementation of the art piece could occur in summer 2024.

March 31, 2024: The PACT has chosen three artists to provide detailed proposals (through an RFQ process) for an art piece in the Church Street/Truckee Way roundabout.

Target Date: Winter 2023/24

Status: 60% Complete

Lead: Engineering

Supporting:



Task 7.2 – Complete First Commission-Led Public Art Project – Brockway Road Wall Art Installation

Description: Public art installation along the Brockway Road retaining wall.

Project Update: The contract with Arteclettica has been approved and installation is planned for September 2023.

September 30, 2023: Brockway Road Wall Art project was installed in August 2023.

March 31, 2024: Ownership transferred to TDRPD who is working with artist to make some repairs.

Target Date: Summer 2023

Status: 100% Complete

Lead: Engineering

Supporting: Facilities





Enhance Communication & Public Outreach to Facilitate Community Cohesion

Goal 7: Implement Public Art Master Plan & Support Truckee Cultural District

Related Goals:



Task 7.3 – Donner Lake Education Art Installation

Description: Art installation using litter collected from Donner Lake by Clean Up the Lake.

Project Update September 30, 2023: The Donner Lake art piece was installed in October 2023. Staff is working with TDRPD to transfer ownership. Staff are working on a webpage to provide additional information about the piece and to expand on the educational component. Donner Lake Art Piece was installed in October 2023.

March 31, 2024: Ownership transferred to TDRPD who is working with artist to make some repairs.

Target Date: Summer 2023

Status: 100% Complete

Lead: Engineering

Supporting:



Task 7.4 – Art Commission Work Plan

Description: 2040 General Plan Community Character Element Action Item CC-5.A and CC-5.C - Art Commission to develop a 2-year work plan.

Project Update: PACT has developed an opportunity site and prioritization list, which also identifies funding ranges. A GIS map/tool for the opportunity sites has also been created. PACT reviewed a draft Work Plan in June 2023. A final is expected to be approved by PACT in July or August and will be forwarded to the Town Council.

September 30, 2023: A draft work plan was presented to the Town Council in September 2023. Staff are developing a Request for Proposals for a funding strategy study, a draft of which is planned to be reviewed by the PACT at their December meeting. Funding strategy study should be initiated in early 2024. This is now considered on-going work.

March 31, 2024: Work Plan update has been delayed due to limited staff resources to instead focus on the roundabout installation, funding strategy, and temporary art pilot project.

Target Date: Winter 2023/24

Status: 100% Complete

Lead: Engineering

Supporting:





Enhance Communication & Public Outreach to Facilitate Community Cohesion

Goal 7: Implement Public Art Master Plan & Support Truckee Cultural District

Related Goals:



Task 7.5 – Support the Renewal of the Truckee Cultural District Designation

*Description: **2040 General Plan Economic Development Element Action Item ED-7.5** - Truckee's state designation as a California Cultural District is up for renewal in spring 2023. The Town is supporting the renewal application and designation of Truckee Arts Alliance (a project of Nevada County Arts Council) as the lead applicant and administrative lead. The Town will also support Truckee Arts Alliance and Nevada County Arts Council's recruitment for a grant-funded Truckee Cultural District Program Manager.*

Project Update: The application has been approved and staff is supporting efforts to hire a Truckee Cultural District Program Manager.

September 30, 2023: Truckee Cultural District Designation was officially renewed in spring 2023. Nevada County Arts Council has taken the lead as fiscal sponsor of the District and has hired the district's first fulltime Program Coordinator.

Target Date: December 2023

Status: 100% Complete



Lead: Economic Development

Supporting:

Task 7.6 – Public Art Funding Strategy

Description: The Town Plans to hire a consultant to develop a public art funding strategy.

Project Update December 31, 2023: A request for proposals for consultants to develop a Public Art Funding Strategy was released in December and three proposals were received in January. Staff is reviewing proposals with two members of the PACT to select a consultant.

March 31, 2024: Town has retained Civic Centered who is actively working on a draft funding strategy document. PACT will review the draft funding options document in July and staff plans to present the funding options to Town Council for review and comment in August 2024.

Target Date: September 2024

Status: 30% Complete

Lead: Engineering

Supporting:



Enhance Communication & Public Outreach to Facilitate Community Cohesion

Goal 8: Evaluate Downtown Visitor Services

Related Goals:



Task 8.1 – Visitor Center/Transit Information Plan

Description: Planning and implementation of future visitor and transit information services downtown, including long-term funding strategy and opportunities provided upon completion of Railyard Transit Center.

Project Update December 31, 2023: Truckee Chamber will take the lead on the survey and visioning process in inform development of the plan. Per the Chamber contract, these initial deliverables are anticipated to be complete by end of FY24.

Target Date: March 2023-2025

Status: In Progress – 20% Complete

Lead: Economic Development

Supporting: Transportation

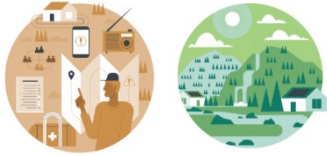
March 31, 2024: Truckee Chamber held a first stakeholder planning meeting in spring 2024 to gather input on the future of the welcome center.



Enhance Communication & Public Outreach to Facilitate Community Cohesion

Goal 9: Special Events

Related Goals:



Task 9.1 – Update Special Events Policy

Description: Update current Special Events Policy as to improve process and attract and retain events that provide cultural, historical, and economic value while at the same ensuring events and event activities align with Town's environmental and community values

Project Update: December 31, 2023: Staff received direction from Council in fall 2023 and will be bringing back a revised policy in early 2024.

March 31, 2024: Special events policy to be brought back to Council for adoption in April 2024.

Target Date: Winter 2023

Status: 90% Complete

Lead: Transportation

Supporting: Roads, Engineering, Economic Development & KTG, Police, Emergency Management & Community Engagement