



Town Council Meeting Minutes

June 11, 2024, 5:00 PM

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

1. Call to Order: Mayor Polivy called the meeting to order at 5:02 p.m.

2. Roll Call: Council Members; Romack, Klovstad, Henderson, Vice Mayor Zabriskie, and Mayor Polivy.

Staff Present: Chris Hardy, Chief Information Security and Technology Officer; Denyelle Nishimori, Community Development Director; Danny Renfrow, Chief of Police; Dan Wilkins, Director of Public Works/Town Engineer; Kelly Carpenter, Town Clerk; Andy Morris, Town Attorney; Nicole Casey, Administrative Services Director; Hilary Hobbs, Assistant to the Town Manager; Jen Callaway, Town Manager; Erin Brewster, Sustainability Program Manager; Nola Mitchell, Associate Engineer; Jenna Gatto, Town Planner; Rosie Johnson, Administrative Analyst II; Melanie Conti, Program Analyst I; and James Blattler, Emergency Services Coordinator.

3. Pledge of Allegiance: Recited in unison.

4. Public Comment:

Verbal comment received from: Christopher Torell, Michelle Prestowitz, Barney Dewey.

5. Presentations

5.1 Mayor Polivy presented the proclamation for Bike Month.

The proclamation was received by Joe Thomer and Sawyer McLaughlin of BCycle.

5.2 Kimberly Parker of Nevada County and Jerry Azavedo of Integrated Communication Strategies, LLC presented Nevada County's Economic Development 1Action Plan (presentation on file with Town Clerk).

5.3 Jen Callaway, Town Manager, presented the Employee Incentive Awards.

5.4 Jen Callaway, Town Manager, provided the Town Manager Report.

Mayor Polivy opened the presentation items to public comment.

Seeing none, Mayor Polivy closed public comment.

6. Consent Calendar

It was moved by Council Member Henderson, and seconded by Council Member Romack, to approve the Consent Calendar Items 6.1 through 6.10 as follows:

6.1 Approved the Minutes of the May 28, 2024, Regular Town Council meeting.

- 6.2 Adopted Resolution 2024-35 to call for the General Municipal Election on November 5, 2024, and request consent from the Nevada County Board of Supervisors to consolidate the General Municipal Election with the Statewide General Election.
- 6.3 Authorized the Town Manager to execute a contract with HF&H Consultants in the amount of \$73,060 to conduct a cost-based rate review for Rate Period Eight (Fiscal Year 2025/2026) of the current solid waste franchise agreement.
- 6.4 Adopted Resolution 2024-36 to identify both the Railyard Mobility Hub Project and West River Streetscapes Improvement Project to receive Road Repair and Accountability Act funding.
- 6.5 Adopted Resolution 2024-20 and Resolution 2024-21 requesting that Nevada County Transportation Commission allocate Transportation Development Act (TDA) funds for Fiscal Year 2024/2025 for the Truckee Tahoe Area Regional Transit operations.
- 6.6 Approved a contract award for program administration of the Truckee Weatherization Program and authorized the Town Manager to execute a contract with Cinder Garden Designs for \$303,000 for a two-year pilot program.
- 6.7 Increased the Maximum Special Tax and maximum parcel assessments by the Engineering News Record Construction Cost Index or Consumer Price Index for the Town of Truckee Community Facilities Districts and Assessment Districts; Adopted Resolution 2024-25 to set the Special Tax assessments for the Brickelltown Maintenance District (Community Facilities District 2013-1); Adopted Resolution 2024-26 to set the Special Tax assessments for the Railyard Transit and Maintenance District (Community Facilities District 2017-2); Adopted Resolution 2024-27 to set the special assessments for the Envision DPR Landscaping and Lighting Assessment District No. 1 (Envision DPR District No. 1); Adopted Resolution 2024-28 to set the Special Tax assessments for the Joerger Ranch Trail Maintenance and Transit District (Community Facilities District 2015-1); Adopted Resolution 2024-29 to set the Special Tax assessments for Coldstream Transit and Trail Maintenance District (Community Facilities District 2019-1); and Adopted Resolution 2024-30 to set the Special Tax assessments for West River Street Landscaping and Lighting Assessment District No. 1.
- 6.8 Authorized the Town Manager to sign a contract amendment with Mann Urrutia Nelson, CPAs and Associates LLP (MUN CPAs) for an additional \$6,000.
- 6.9 Authorized the Town Manager to enter into a three-year contract with LSC Transportation Consultants, Inc. for transportation-related consulting services and authorized the Town Manager to execute individual task orders for individual projects that do not exceed \$50,000.
- 6.10 Authorized expenditures in the amount not to exceed \$175,000 for fiscal year 2023-2024 and 2024-2025 with Best Best and Krieger, LLP.

Written comment received from Alister Thomson.

The Consent Calendar carried with the following vote:

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

Noes: None.

Absent: None.

Abstained: None.

The motion passed unanimously.

7. Discussion Items

7.1 Town Essential Services Public Opinion Survey Results and Direction on November 2024 Ballot Measure.

Recommended Action: That Council receive an update on the May 2024 Public Opinion Survey results and direct staff to return to the June 25, 2024, Council meeting with proposed ballot

language and all necessary supporting documents required for a ballot measure to be placed on the November 2024 ballot.

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

Charles Heath of Team CivX presented via Zoom.

Council Discussion:

- As a general tax measure, this item could only be on a general election ballot.
 - If this item is placed on the ballot as a general tax, Town cannot later change it to a special tax.
 - The deadline to request this item to be put on the ballot is July 8.
 - Once on the ballot, it cannot be removed.
- Key items to fund as general tax measure include funding TART Connect, Emergency Operations Services or other Town services.
 - TART Connect costs \$2.6 million annually. The Town has contributed approximately \$1,900,000 of the \$2.6 million out of the general fund this past fiscal year.
- Tax amounts are a minimum of one-eighth percent increments.
- The ballot language must be 75 words or less to be on the ballot.

Mayor Polivy called for a recess at 6:16 p.m.

Mayor Polivy reconvened the meeting at 6:22 p.m.

Written comment received from: Eric Premack.

Verbal comment received from: Christopher Torrell.

Mayor Polivy closed public comment.

Council Direction:

Council directed staff to return to the June 25, 2024, Town Council meeting with proposed ballot language and all necessary supporting documents required for a ballot measure to be placed on the November 2024 ballot.

Staff to broaden ballot language to include “transit solutions.”

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

Ayes: Council Member Klovstad, Council Member Romack and Mayor Polivy.

Noes: Council Member Henderson and Vice Mayor Zabriskie.

Absent: None.

Abstained: None.

The motion passed 3-2.

7.2 Public Hearing for Adoption of Residential and Commercial Solid Waste Collection Service Rates.

Recommended Action: That Council conduct a public hearing on the proposed residential and commercial solid waste collection service rates and adopt Resolution 2024-37 establishing

Residential and Commercial Solid Waste Rates and authorizing the Nevada County Auditor-Controller to place direct charges on the Secured Tax Roll for Solid Waste Collection Services in CSA 7, Tax Area 3.

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

Brian Kemper, Accounting Manager, and Jeff Collins, General Manager, Tahoe Truckee Sierra Disposal (TTSD) present for questions.

Council Discussion:

- The Town has a contract with Clean Tahoe to address litter impacts and to identify hot spots. The Town is working with TTSD to address collection of containers.
- Customers of TTSD receive a reduced rate for green waste dumpster, however the amount is not quantified, but it is built into rate structure.
- Addition of Sunday service could potentially increase rates, but TTSD will gather additional data and can report back to Council.

Mayor Polivy opened the public hearing asking for anyone wishing to speak in support or opposition to the action stated above.

Written comment received from: Elizabeth Dale, Eric Didriksen, Paul Meyerhof and Rolf Godon

Mayor Polivy closed public comment.

Council Direction:

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

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

Noes: None.

Absent: None.

Abstained: None.

The motion passed unanimously.

7.3 Public Hearing Regarding Delinquent Accounts for Residential Solid Waste Services.

Recommended Action: That Council conduct a public hearing and adopt Resolution 2024-34 establishing delinquent residential solid waste service accounts and authorizing the Nevada County Auditor-Controller to place direct charges on the secured tax roll for collection of delinquent accounts.

Melanie Conti, Program Analyst I, presented from the staff report (presentation on file with Town Clerk).

Mayor Polivy opened the public hearing asking for anyone wishing to speak in support or opposition to the action stated above.

Seeing none, Mayor Polivy closed public comment.

Council Direction:

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

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

Noes: None.

Absent: None.

Abstained: None.

The motion passed unanimously.

Mayor Polivy called for a recess at 7:21 p.m.

Mayor Polivy reconvened the meeting at 7:32 p.m.

7.4 Appeal of Notice of Determination at 11700 Donner Pass Road.

Recommended Action: That Council conduct a public hearing and make a finding of noncompliance with the Truckee Municipal Code and uphold the Notice of Determination and judgment amount of \$500, or alternatively, if Council determines that the findings to approve the appeal can be made, the Council may take action to grant the appeal and overturn the Notice of Determination.

Hilary Hobbs, Assistant to the Town Manager, and Rosie Johnson, Administrative Analyst II, presented from the staff report (presentation on file with Town Clerk).

Coleman Bown, and Chris Chapman of Rudderow Law Group, provided appellant's presentation.

Kellan Martz of Best, Best & Krieger presented via Zoom.

Mayor Polivy opened the public hearing asking for anyone wishing to speak in support or opposition to the action stated above.

Verbal comment received from: James Clifford, Francisco Iteron, Rich Jensen, Ainsley Bowen, and Ellery Whitworth.

Mayor Polivy closed public comment.

Coleman Bowen provided a response to public comment.

Mayor Polivy called for a recess at 8:11 p.m.

Mayor Polivy reconvened the meeting at 8:17 p.m.

Vice Mayor Zabriskie recused himself from this item [due to his legal involvement with a non-profit organization that was an adversary to Sunset Inn in 2017.]

Council Discussion:

- Council's only role with this item is to determine whether the citation was issued in accordance of the Truckee Municipal Code.
 - All other issues brought up by appellant are outside the scope of the appeal and are not properly before Council.
- The original approval of Coachland was documented to have one section for mobile home park and one section for short-term stay. The exemption was for the portion of Coachland that was a short-term stay.

- Sunset Inn was found initially advertising as a short-term rental in June 2023. The Sunset Inn was found again to be advertising as a short-term rental in January 2024 on GovOS, the Town's short-term rental software.
- Two warnings were issued in June 2023 and August 2023 prior to the amendment to the ordinance.
 - Town staff is not required to issue warnings before issuing a citation, but staff does so as a courtesy.

Council Direction:

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

Ayes: Council Member Henderson, Council Member Romack, Council Member Klovstad, and Mayor Polivy.
Noes: None.
Absent: None.
Abstained: Vice Mayor Zabriskie
The motion passed 4-0.

7.5 2024 Legislative Platform Update.

Recommended Action: That Council adopt updates to the 2023 Legislative Platform or provide direction to staff regarding amendments to the platform.

Hilary Hobbs, Assistant to the Town Manager, presented from the staff report (presentation on file with Town Clerk).

Council Discussion:

- The Town adopted the existing legislative platform in 2020.
- Council decided to delegate responsibility of reviewing and approving draft letters to the Mayor and Vice Mayor; streamlining the process of submitting correspondence.

Mayor Polivy opened public comment.

Seeing none, Mayor Polivy closed public comment.

Council Direction:

- **For Housing, Support 1.,** strike “and no public lands”.
- **For Government Administration, Support 10.,** edit to read, “Efforts to include government liability.”
- **Staff to add amendments discussed in Council Questions.**

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

Ayes: Council Member Henderson, Council Member Romack, Council Member Klovstad, Vice Mayor Zabriskie and Mayor Polivy.
Noes: None.
Absent: None.
Abstained: None.
The motion passed unanimously.

8. Council Reports

Vice Mayor Zabriskie

- Presented to high school seniors at Tahoe Expeditionary Academy on Town's governmental process.
- Attended the Joint Jurisdictional meeting in Grass Valley.
- Met with staff and Andy and Alicia Barr.
- Attended Firewise planning committee for neighborhood education.
- Attended a Nevada County Transportation Commission Management Association meeting.
- Attended a meeting regarding the North Lake Tahoe Express.

Mayor Polivy

- Met with Andy and Alicia Barr.
- Attended various Pride events.
- Attended Truckee High School graduation.

Council Member Klovstad

- Virtually attended the Joint Jurisdictional meeting.
- Attended Truckee Day.
- Met with Andy and Alicia Barr.

Council Member Romack

- Attended a Convene, Champion, and Catalyze meeting.
- Attended a River Revitalization Steering Committee meeting.
- Attended various Pride events.
- Attended the Maker Show at the Truckee Roundhouse.

Council Member Henderson

- Virtually attended the Joint Jurisdictional meeting.
- Attended various Pride events.
- Met with Andy and Alicia Barr.
- Met with individuals regarding the proposed tax measure.

9. Closed Session

- 9.1 Conference with Real Property Negotiators.** Property: 019-130-004-000; 10257 West River Street; Agency Negotiators: Jen Callaway, Town Manager; Andy Morris, Town Attorney; Denyelle Nishimori, Community Development Director; and Dan Wilkins, Town Engineer/Public Works Director; Negotiating price and terms; Government Code section 54956.8.
Reportable Action: None.

- 9.2 Conference with Legal Counsel - Anticipated Litigation.** One (1) case, Government Code section 54956.9.
Reportable Action: None.

10. Adjournment - 10:06 p.m.

To the regular meeting of the Truckee Town Council, June 25, 2024, 5:00 p.m. at Town Hall, 10183 Truckee Airport Road, Truckee, CA.

Respectfully submitted by:

Approved:

Kelly Carpenter, Town Clerk

Dave Polivy, Mayor