



## Town Council Meeting Amended Minutes

March 25, 2025, 5:00 PM

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

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1. **Call to Order**: Mayor Zabriskie called the meeting to order at 5:04 p.m.
2. **Roll Call**: Council Member Polivy, Vice Mayor Klovstad, and Mayor Zabriskie.

**Absent**: Council Member Romack and Council Member Henderson.

**Staff Present**: Jen Callaway, Town Manager; Denyelle Nishimori, Community Development Director; Andy Morris, Town Attorney; Sarah Ring, Deputy Town Clerk; Nicole Casey, Administrative Services Director; Danny Renfrow, Chief of Police; Jenna Gatto, Town Planner; Becky Bucar, Engineering Manager; Kelly Carpenter, Town Clerk; Chris Hardy, Chief Information Security and Technology Officer; Yumie Dahn, Principal Planner; Chantal Birnberg, Associate Planner; Laura Dabe, Senior Planner; Nola Mitchell, Associate Engineer; Carissa Binkley, Economic Vitality Analyst; Andrea Fernandez Landa, Diversity, Equity & Inclusion Program Analyst II.

3. **Pledge of Allegiance**: Recited in unison.

4. **Public Comment**:

**Written comment received from**: Deirdre Henderson and Jeanie McCarthy.

**Verbal comment received from**: Mike Livak, JD Hoss, and Adrian Juncosa.

5. **Presentations**

- 5.1 **Mayor Zabriskie presented the Proclamation for Child Abuse Awareness Month to Beatriz Schaffert, Tahoe Truckee Child Abuse Prevention Council.**

- 5.2 Carol Meagher, Executive Director, and Jen Parker of Kidzone presented to Council (presentation on file with Town Clerk).

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

**Women in Law Enforcement video was played for Council (video is on file with Town Clerk).**

**Mayor Zabriskie opened the presentation items to public comment.**

**Public comment received from**: Beatriz Schaffert and Susan Duffy Smith.

Mayor Zabriskie closed public comment.

6. **Consent Calendar**

It was moved by Vice Mayor Klovstad, and seconded by Council Member Polivy, to approve the Consent Calendar Items as follows:

- 6.1 Approved the Minutes for the March 11, 2025, Regular Meeting.
- 6.2 Authorized the mayor to sign the Nevada County 2025 Community Wildfire Protection Plan, affirming the Town's support of the Plan.
- 6.3 Authorized staff to contract with Colantuono, Highsmith & Whatley PC for up to \$100,000 in fiscal years 2024/25 and 2025/26.
- 6.4 Authorized the Town Manager to offer a settlement to Allstate Northbrook Indemnity Company for \$30,806.57 for a damage claim filed against the Town.
- 6.5 Authorized a twenty percent contract contingency for the Church Street – Truckee Way Roundabout Public Art Project artist agreement with Jake Balcom, increasing the overall authorized expenditure amount to \$98,400.
- 6.6 Adopted Resolution 2025-17, requesting Nevada County Transportation Commission allocate \$496,093 in RSTP funds to the West River Streetscape Project.
- 6.7 (1) Approved the 2025-2035 TTBID Management District Plan and (2) Adopted Resolution 2025-18 establishing the intent to renew the TTBID.

The Consent Calendar carried with the following vote:

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

Noes: None.

Absent: Council Member Romack and Council Member Henderson.

Abstained: None.

The motion passed 3-0.

## **7. Discussion Items**

### **7.1 River Revitalization Catalyst Project Memorandums of Understanding (MOUs) Amended to update the MOUs.**

**Recommended Action:** That Council (1) Authorize the Town Manager to execute Catalyst Project MOUs with Truckee River Partners LLC and The Tanner Family Trust at 10855 West River Street and 10603 East River Street, respectively; and (2) Direct staff to expand the 10603 East River Street catalyst site to include up to five neighboring parcels and pursue MOUs with interested parcel owners.

Carissa Binkley, Economic Vitality Analyst, presented from the staff report (presentation on file with Town Clerk).

#### **Council Discussion:**

- Staff has a defined amount of time to commit to each property, which is being built into the workplan.
- Staff will update Council on the progress on each project as a part of the quarterly workplan update.
- Broad community engagement is planned through various social and other media platforms.
- The third catalyst site (Barr) is further along than the other two projects; staff believes the costs associated with the Barr site will be significantly less.

**Mayor Zabriskie opened public comment.**

**Verbal comment received from:** Joan Jones, Jan Holan, and Mark Tanner.

Mayor Zabriskie closed public comment.

**Council Direction:**

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

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

**Noes:** None.

**Absent:** Council Member Romack and Council Member Henderson.

**Abstained:** None.

The motion passed 3-0.

**7.2 Fiscal Years 2025/2026 – 2026/2027 Public Art Commission of Truckee Work Plan.**

**Recommended Action:** That Council review and accept fiscal years 2025/2026 – 2026/2027 Public Art Commission of Truckee Work Plan.

Becky Bucar, Assistant Public Works Director and Nola Mitchell, Associate Engineer, presented from the staff report (presentation on file with Town Clerk).

**Council Discussion:**

- While performing arts is not earmarked in the work plan, it is included in the list of potential projects.
- Staff time may scale down over time.

**Mayor Zabriskie opened for public comment.**

**Written comment received from:** Troy Corliss.

**Verbal comment received from:** Jeanie McCarthy.

Mayor Zabriskie closed public comment.

**Council Direction:**

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

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

**Noes:** None.

**Absent:** Council Member Romack and Council Member Henderson.

**Abstained:** None.

The motion passed 3-0.

**Mayor Zabriskie adjourned for a recess at 6:39 p.m.**

Mayor Zabriskie reconvened the meeting at 6:49 p.m.

**7.3 Truckee Library Revenue Measure 2025 Polling Results and Direction.**

**This item was pulled from the agenda prior to the meeting and continued to the April 8, 2025, Council Agenda.**

All public comments submitted prior to this item being removed from the agenda will be carried over to the April 8, 2025, meeting.

**7.4 2024 General Plan Implementation - Ordinance 2025-02, Development Code Amendments, Zoning Map Amendments, and Amendments to Zoning District Names and Abbreviations; and Resolution 2025-10, General Plan Land Use Diagram and Roadway Noise Contours Diagram Clean-Up Amendments.**

**Recommended Action:** That Council hold a public hearing and: (1) Introduce Ordinance 2025-02 amending the Truckee Municipal Code, Title 18 Development Code, to support 2040 General Plan implementation, including updates to Mixed-Use Zoning Districts, Zoning District Names, and Town Zoning Maps; (2) Adopt Resolution 2025-10 approving clean-up amendments to the General Plan Land Use Diagram (Figure LU-2) and Roadway Noise Contours Diagram (Figure SN-8); and (3) Determine the amendments are exempt from CEQA under Sections 15060(c)(2), 15060(c)(3), and 15061(b)(3).

Laura Dabe, Senior Planner and Chantal Birnberg, Associate Planner, presented from the staff report (presentation on file with Town Clerk).

**Council Discussion Continued from February 25, 2025, Council Meeting:**

- Remove residential component requirement from the two new zoning districts.
- Remove the requirement for commercial projects to include more than one type of commercial use in NMU (Neighborhood Mixed Use) & CMU (Corridor Mixed Use).
- Revise the minimum commercial requirements (NMU-C (commercial): half (1/2) of the floor area will be commercial, and CMU: one quarter (1/4) of the floor area will be commercial.
- No manufacturing uses in NMU.
- Update zoning maps with the new NMU-R (residential) and NMU-C zoning districts.
- Edit reference to *mixed use is required* under section 18.4.020 for CMU.

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

**Written comment received from:** Aileen and Eric Wormwood.

**Verbal comment received from:** Jeannie McCarthy (2), Jack Guzman (2), and Dylan Crosby.

Mayor Zabriskie closed public comment.

**Council Direction:**

- **Approve staff's proposed revisions with incorporation of edit to section 18.4.020 striking for CMU.**

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

**Ayes:** Council Member Polivy, Council Member Polivy, and Mayor Zabriskie.

**Noes:** None.

**Absent:** Council Member Romack and Council Member Henderson.

**Abstained:** None.

**The motion passed 3-0.**

**8. Council Reports**

**Mayor Zabriskie**

- Participated in an interview with Moonshine Ink.
- Attended Good Morning Truckee.

- Attended the Nevada County Transportation Commission meeting.
- Attended a soup night at Truckee High School.
- Participated in a panel at Tahoe Expedition Academy.
- Attended the Community Economic Vitality Action Team meeting.

**Council Member Polivy**

- Attended a Visit Truckee Tahoe meeting.

**Vice Mayor Klovstad**

- Participated in multiple conversations regarding the library.
- Attended the CivicWell policy conference.

Mayor Zabriskie adjourned to Closed Session.

**9. Closed Session**

**Mayor Zabriskie opened public comment.**

Seeing none, Mayor Zabriskie closed public comment.

**9.1 Conference with Real Property Negotiators:** Property: 080-020-003-000; Agency Negotiators: Jen Callaway, Town Manager; Andy Morris, Town Attorney; Becky Bucar, Assistant Public Works Director; and Dan Wilkins, Town Engineer/Public Works Director; Negotiating price and terms; Government Code section 54956.8.

**Reportable Action:** None taken.

**10. Adjournment:** 7:56 p.m.

To the regular meeting of the Truckee Town Council April 8, 2025, 4:00 p.m. at Town Hall, 10183 Truckee Airport Road, Truckee, CA.

Respectfully submitted by:

Approved:

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Sarah Ring, Deputy Town Clerk

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Jan Zabriskie, Mayor