



Date: Tuesday, April 8, 2025

Honorable Mayor and Council Members:

Author and title: Bonnie Thompson-Hardin, Human Resources Manager and Nicole Casey, Administrative Services Director

Title: **Contract Authorization with OneLove Childcare**

Jen Callaway, Town Manager

Recommended Action: That Council authorizes the Town Manager to sign a five-year contract with OneLove Childcare in the amount of \$75,000 annually.

Discussion: Access to reliable and affordable childcare has increasingly become a challenge for Town employees. This issue was identified by the Town's Inclusion, Diversity, Equity, and Accessibility (IDEA) consultant, and partnering with childcare providers to explore opportunities for cost reduction and guaranteed child placement will be a recommended action item in the forthcoming IDEA Work Plan.

In parallel, over the past several years, Human Resources staff have observed a consistent trend: new parents are often utilizing the maximum amount of family leave available. Many employees have reported difficulties securing full-day childcare, with some only able to obtain partial coverage. In the past three years, several mothers have requested extended leave beyond their anticipated return-to-work dates. These extensions have included reduced work schedules and/or the use of unpaid leave on days when childcare coverage is unavailable through the first year of the child's life.

We fully support employees taking protected family leave and we are thankful that Town divisions have been able to accommodate these extended leave requests. However, these prolonged leaves have significant impacts for both the employee and the Town. When parents are unable to return to work or need additional time off for childcare, it can lead to:

- Disruptions in service delivery and decreased department productivity,
- Increased workload and stress on remaining team members,
- Higher recruitment and training costs if temporary or replacement staff are needed,
- And in some cases, long-term workforce attrition, particularly among women.

Studies show that access to childcare is one of the leading factors influencing workforce participation among parents, especially mothers. According to a 2023 report from the U.S. Chamber of Commerce Foundation, 58% of working parents say they would be more likely to stay in their job if they had more reliable childcare options. Lack of access to childcare is also associated with higher rates of absenteeism and reduced employee engagement.

In response to these challenges, and as part of the IDEA Work Plan, the Town initiated discussions with OneLove—a new childcare provider opening soon in Truckee. The goal of these discussions was to explore opportunities to secure childcare placements for the children of current employees, future dependents, and prospective employees relocating to the area. Facilitating access to reliable childcare is a proactive strategy to support working families, improve employee retention, and ensure continuity

in Town operations.

Human Resources staff conducted a survey to explore whether employees with young children would utilize the proposed partnership. Staff comments were overwhelming positive and appreciative of the Town exploring opportunities to alleviate the struggle of finding childcare in our area, and a majority of the respondents indicated they would be interested in taking advantage of this benefit.

The Town is proposing to enter into a five-year agreement with OneLove ChildCare, operated by Sarah Kilgour, to secure guaranteed childcare access for Town employees. Key terms of the proposed agreement include:

- **Annual Payment:** The Town will provide \$75,000 annually, disbursed in monthly installments, to reserve childcare access for current and future Town employees. The agreement includes a 3% annual escalator and may be terminated by either party with six months' notice. This funding will enable OneLove to hire an additional childcare provider who can be flexibly assigned across different age groups based on need. This approach ensures that OneLove is expanding overall capacity rather than holding empty spots that could otherwise serve members of the broader community.
- **Employee Discount:** Town employees will receive a 10% discount off OneLove's standard ("rack") rates. OneLove plans to extend this discount to other essential workers in the community, such as teachers and other public servants.
- **Community Event Support:** OneLove will provide a staff member for up to six community events per year to support on-site childcare or engagement activities. The Town will provide at least two weeks' notice for each event. This provision will be evaluated after one year as a trial period to assess community usage and feasibility.
- **Priority Enrollment for Employees:**
 - For new employees with young children who do not already have childcare, the Town will notify OneLove as soon as possible upon their hire. OneLove will commit to a maximum three-month wait period for infant care, with minimal wait time expected for toddlers and older children.
 - For existing employees who are expecting a child, the Town will notify OneLove of a future need for infant care (e.g., at the time of pregnancy confirmation), consistent with typical industry waitlist timelines, to ensure a space when the employee plans to return to work.
- **Licensing and Staffing Requirements:** OneLove will provide the Town with documentation of staff background requirements and will comply with all legal and licensing standards for operating a childcare facility. These requirements will be detailed in the final agreement.

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Priority:

<input checked="" type="checkbox"/>	Enhanced Communication	<input type="checkbox"/>	Climate and Greenhouse Gas Reduction	<input type="checkbox"/>	Housing
<input type="checkbox"/>	Infrastructure Investment	<input type="checkbox"/>	Emergency and Wildfire Preparedness	<input checked="" type="checkbox"/>	Core Service

Fiscal Impact: The contract is anticipated to commence on May 1, 2025, contingent upon OneLove Child Care meeting all required licensing and building compliance standards. Should the facility open as planned, an initial payment of \$12,500—representing two months at \$6,250 per month—will be due. This initial expense will be funded from the General Government budget, and staff has reviewed and confirmed that adequate funds are available to support this cost.

The monthly amounts and future year increases have been incorporated into the draft Fiscal Year 2025/26 Operating Budget for Council review and consideration at a later meeting.

Public Communication: Meetings with the General Manager of OneLove, Sarah Kilgour, on November 13, 2024, December 20, 2024, and February 13, 2025.

Attachments: n/a