



Date: **March 10, 2026**

Honorable Mayor and Council Members:

Author and title: Erin Brewster, Sustainability Program Manager

Title: **Approval of Spending Authority for Workforce Education Contract with Sierra Business Council**

Jen Callaway, Town Manager

Recommended Action: Approve spending authority for the Town Manager to exceed \$50,000 in Fiscal Year 25/26 costs for an existing, grant-funded contract with Sierra Business Council with a total not-to-exceed contract value of \$99,999.

Discussion: The Town of Truckee has an existing contract with Sierra Business Council (SBC) for \$99,999 to implement a contractor education and training program to support local building decarbonization efforts. This contract is fully funded by a grant from the California Energy Commission, with a term of April 29, 2025, through April 30, 2027. Because the SBC contract was not anticipated to exceed \$50,000 in a single fiscal year, it was within the existing spending authority of the Town Manager and contract execution did not require additional approval from the Town Council. However, due to unanticipated delays in the project schedule, SBC is expecting to spend more than \$50,000 in Fiscal Year 25/26, which requires approval from the Town Council. Approval of this spending authority would not change the total contract budget but would allow more flexibility for the allocation of funding across the three fiscal years covered by the contract.

This grant-funded contract is an extension of an existing contractor education program operated by SBC on behalf of the Climate Transformation Alliance. The intent of this program is to increase the local building decarbonization workforce through custom, free education and training in the Truckee-Tahoe area. SBC has partnered with Balance Point Home Performance to provide training to local contractors in cold-climate heat pump systems, with additional content planned for heat pump air conditioning and dual-fuel systems. Development of this new training content is part of the Town’s adopted Council Priorities Workplan for FY 25-27 (Climate Action and Sustainability Goal 2.4: Contractor Training on Heat Pump Air Conditioning).

The table below shows the original and updated anticipated spending by fiscal year for this contract.

	FY 24/25	FY 25/26	FY 26/27	TOTAL
Original Estimate	\$20,074.00	\$42,152.50	\$37,772.50	\$99,999
Current Estimate	\$7,524.00	\$60,081.14	\$32,393.86	\$99,999

The delays at the beginning of this contract were due to a temporary pause in distribution of federal funding in early 2025 that affected the grant funding for this project, which was outside the control of both the Town and SBC. If the Town Council does not approve the requested spending authority for this contract, SBC will need to postpone contractor trainings planned for Spring 2026 until after July 1. This would delay implementation of the Council Priorities Workplan action item for heat pump air conditioning training, which was expected to be complete by June 2026.

Priority:

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

Fiscal Impact: There is no fiscal impact to the Town from this change to an existing contract. While approval of this spending authority would result in a larger share of the contract budget being spent in FY 25/26, the total value of the contract will remain the same and it remains fully funded by a California Energy Commission grant. The adjustments in allocation of spending between fiscal years will be reflected in the FY 26/27 budget for CIP 2422: CEC Building Decarbonization Grant.

Public Communication: Agenda posting.

Attachments: None.