



Truckee Library Joint Powers Authority Minutes

September 18, 2024, 1:00 PM

Town Hall – Administrative Center | 10183 Truckee Airport Road, Truckee, CA and Nevada County - Eric Rood Government Center | 950 Maidu Avenue, Nevada City, CA

1. **Call to Order:** Chair Callaway called the meeting to order at 1:02 p.m.
2. **Roll Call:** Board Members; Hilary Hobbs, Erin Mettler (virtual), Vice Chair Alison Lehman; and Chair Jennifer Callaway.

Staff Present:

Town of Truckee: Kelly Carpenter, Town Clerk; Dan Wilkins, Town Engineer/Public Works Director.

Nevada County: Mandy Stewart, Administrative Analyst II; Steven Monaghan, Director, Information and General Services Agency (virtual); Katherine Elliott, County Counsel (virtual); Elise Strickler, Chief Fiscal/Administrative Officer (virtual); Nikki Aringer, Senior Administrative Analyst; Josh White, Facilities Program Manager, Gina Will, Auditor Controller (virtual); Desiree Belding, Deputy Purchasing Agent (virtual); Elena Gagnie, Assistant Auditor Controller (virtual).

3. **Pledge of Allegiance:** Deferred.
4. **Public Comment:** None received.
5. **Consent Calendar**

It was moved by Board Member Hobbs, and seconded by Vice Chair Lehman, to approve the Consent Calendar Items 5.1 and 5.2 as follows:

- 5.1 Approved the minutes of August 21, 2024, Truckee Library Joint Powers Authority.
- 5.2 Adopted the Conflict of Interest Code.

The Consent Calendar carried with the following vote:

Ayes: Board Members Hobbs, Mettler, Vice Chair Lehman and Chair Callaway.

Noes: None.

Absent: None.

Abstained: None.

The motion passed unanimously.

6. **Presentation/Discussion Items**

6.1 **Project Timeline.**

Recommended Action: That the Board accept the presentation.

Nikki Aringer, Nevada County Senior Administrative Analyst, presented from the staff report (on file with Town of Truckee Town Clerk).

Board Discussion:

- The task of the Friends of the Library for the Capital Campaign will need to be separated from the timeline once elections start.

- The roles are different once the measure is on the ballot.

Chair Callaway opened public comment.

Verbal comment received from: Kathleen Eagan.

Chair Callaway closed public comment.

Board Direction:

- **Move the bond campaign task to a separate document for separate tracking purposes.**

The staff recommendation was moved by Vice Chair Lehman, seconded by Board Member Hobbs, and adopted with the following roll call vote:

Ayes: Board Members Hobbs, Mettler, Vice Chair Lehman and Chair Callaway.

Noes: None.

Absent: None.

Abstained: None.

The motion passed unanimously.

6.2 Draft Community Facilities District Boundaries.

Recommended Action: That the Board review and accept the presentation on draft Community Facilities Boundaries (CFD).

Dan Wilkins, Town of Truckee Engineer/Public Works Director, presented from the staff report (on file with Town of Truckee Town Clerk).

Board Discussion:

- The Truckee Library CFD boundary does not have to be within an existing boundary. It can be created as a new boundary.
- Using the Tahoe Truckee Unified School District boundary would not add a significant number of developed parcels.
- At the next Library Alignment meeting, a discussion would be helpful regarding previous bond measures conducted by other districts that would assist in the analysis of regions that may vote negatively on the library bond measure.
 - This would require a special tax consultant to be hired.
- Donner Summit should be included in the CFD boundary.

Chair Callaway opened public comment.

Verbal comment received from: April Cole.

Chair Callaway closed public comment.

Board Direction:

- **If available, staff to provide additional information at the next meeting regarding the number of parcels and number of registered voters within the Tahoe Truckee Unified School District boundary.**
- **The Board will wait to see if Placer County joins the Joint Powers Authority to determine if they oppose including Donner Summit in CFD boundary.**

6.3 Discussion of Land Tenure Options for Truckee Donner Public Utility District Parcel.

Recommended Action: That the Board accept the presentation and provide direction on the preferred next steps.

Dan Wilkins, Town of Truckee Engineer/Public Works Director, and Steve Monaghan, Nevada County Director of Information and General Services Agency, presented from the staff report (on file with Town of Truckee Town Clerk).

Board Discussion:

- If the proposed property was leased, the Joint Powers Authority would be able to revisit the option to purchase the property later.
 - It could be established as a deal point with the Truckee Donner Public Utility District (TDPUD).
- If the terms of the lease length were long enough, it should not affect the amount or number of donations.

Chair Callaway opened public comment.

Verbal comment received from: Kathleen Eagan.

Chair Callaway closed public comment.

Board Direction:

- **To lease the property with an option to purchase is most desirable at this time.**
- **A Memorandum of Understanding would be desirable as soon as possible with the between the Joint Powers Authority and the TDPUD.**
- **The Library Alignment Working Group will work with TDPUD to begin drafting the terms of the lease agreement.**

6.4 Proposed Placer County Joint Powers Authority (JPA) Membership Terms.

Recommended Action: That the Board accept the presentation and provide direction.

Mandy Stewart, Nevada County Administrative Analyst II, presented from the staff report (on file with Town of Truckee Town Clerk).

Board Discussion:

- Placer County has requested to be a non-voting member, non-capital contributor of the Joint Powers Authority.
 - Placer County's commitment is based on using the boundary for tax purposes and not for financial contribution to the Joint Powers Authority.
 - Placer County is interested in supporting shared services.
- A joint letter of support would show unity.

Chair Callaway opened public comment.

Verbal Comment received from: Kathleen Eagan.

Chair Callaway closed public comment.

Board Direction:

- Nevada County to initiate the initial draft of a letter of support to be signed by the Chair and Vice Chair of the Joint Powers Authority.

6.5 Joint Powers Authority Budget Policies.

Recommended Action: That the Board accept the presentation.

Elise Strickler, Nevada County Chief Fiscal/Administrative Officer, presented from the staff report (on file with Town of Truckee Town Clerk).

Chair Callaway opened public comment.

Seeing none, Chair Callaway closed public comment.

Board Direction:

- To allow time for Board Members to review the Budget Policies, this item will be brought back to the next meeting.

6.6 Joint Powers Authority Purchasing Policy.

Recommended Action: That the Board accept the presentation.

Elise Strickler, Nevada County Chief Fiscal/Administrative Officer, presented from the staff report (on file with Town of Truckee Town Clerk).

Board Discussion:

- Board Members need time to read the policy.
 - Contracts are ready to be signed so it is important to get direction on the Purchasing Policy at next meeting.
- Per Nevada County's Procurement Policy, a Request for Proposal is not needed for specialized services like retaining bond counsel and a special tax consultant.
- E-signatures on contracts will be accepted.
 - Retroactive contracts may be needed.

Chair Callaway opened public comment.

Verbal comment received from: Kathleen Eagan.

Chair Callaway closed public comment.

Board Direction:

- The Town of Truckee will take the lead for hiring a CEQA consultant through an agreement with JKAE.
- Board Members to provide comments regarding the Purchasing Policy in advance of the next meeting which will be addressed at that time.

6.7 Joint Powers Authority Budget Update.

Recommended Action: That the Board accept the presentation.

Elise Strickler, Nevada County Chief Fiscal/Administrative Officer, presented from the staff report (on file with Town of Truckee Town Clerk).

Board Discussion:

- Current design work is not part of this fiscal year budget, but it is part of Nevada County's budget.

Chair Callaway opened public comment.

Verbal comment received from: Kathleen Eagan.

Chair Callaway closed public comment.

Board Direction:

- **Include budget update as part of the Joint Powers Authority's monthly agenda.**

7. Adjournment: 2:30 p.m.

To the regular meeting of the Truckee Library Joint Powers Authority, October 16, 2024, 1:00 p.m. at Town Hall, 10183 Truckee Airport Road, Truckee, CA.

Kelly Carpenter, Town Clerk