



Special Town Council Meeting Minutes

October 28, 2025, 4:00 PM

Town Hall – Administrative Center | 10183 Truckee Airport Road, Truckee, CA and 13810
Donner Pass Road, Truckee, CA 96161

1. **Call to Order**: Mayor Zabriskie called the meeting to order at 4:05 p.m.
2. **Roll Call**: Council Members; Romack, Henderson, Polivy (4:15 p.m.), Vice Mayor Klovstad (via Zoom), and Mayor Zabriskie.

Staff Present: James Blattler, Emergency Services Manager; Chelsea Crager, Senior Planner; Laura Dabe, Senior Planner; Yumie Dahn, Principal Planner; Jenna Gatto, Town Planner; Denyelle Nishimori, Community Development Director; Danny Renfrow, Chief of Police; Sarah Ring, Deputy Town Clerk; Andy Morris, Town Attorney; Becky Bucar, Public Works Director/Town Engineer; Dan Wilkins, Transitional Public Works Director; Kelly Carpenter, Town Clerk; Scott Mathot, Engineering Manager; Slater Stewart, Assistant Engineer and Logan McDonald, IT Systems Analyst.

3. **Pledge of Allegiance**: Recited in unison.
4. **Public Comment**: Taken out of order at the end of the meeting.
 - Dan Wilkins, Acting Town Manager, recommended Council hear the Consent Calendar first due to a time-sensitive item requiring Council approval.
 - Council agreed to hear the Consent Calendar as the first order of business.

6. **Consent Calendar**

Dan Wilkins, Acting Town Manager; pulled Item 6.2 for further discussion.

It was moved by Council Member Romack, and seconded by Council Member Henderson, to approve the Consent Calendar Items 6.1 and 6.3 as follows:

- 6.1 Approved the Minutes for the October 14, 2025, Regular Meeting.
- 6.3 Authorized the Mayor to sign a grant support letter for Crow's Nest Ranch application to California Department of Health Care Services Behavioral Health Continuum Infrastructure Program Grant.

The Consent Calendar carried with the following roll-call vote:

Ayes: Council Member Romack, Council Member Henderson, Vice Mayor Klovstad (via Zoom), and Mayor Zabriskie.

Noes: None.

Absent: Council Member Polivy.

Abstained: None.

The motion passed 4 - 0.

6.2 Update to Town of Truckee Public Improvement and Engineering Standards.

Recommended Action: That Council adopt Resolution 2025-66 implementing the updated Town of Truckee Public Improvement and Engineering Standards dated October 28, 2025.

- Staff recommends that Council take no action on this matter and allow for additional time to discuss the public comment received.
- Staff will bring this item back to a future Council meeting.

Mayor Zabriskie opened public comment.

Written comment received from: Paul Laudenschlager.

Verbal comment received from: Paul Laudenschlager.

Mayor Zabriskie closed public comment.

Council continued this item to a future meeting date and time uncertain.

5. Presentations

5.1 Mayor Zabriskie presented the Proclamation recognizing Brendan Riley’s years of service on the Historic Preservation Advisory Commission.

5.2 James Blattler, Emergency Services Manager; introduced Jake McCormick who provided a presentation on Team Rubicon (presentation on file with Town Clerk).

Council Member Polivy arrived at 4:15 p.m.

5.3 Chelsea Crager, Senior Planner, presented the 2024 Community Development Annual Report (presentation on file with Town Clerk).

Mayor Zabriskie opened public comment.

Seeing none, Mayor Zabriskie closed public comment.

- Council supports broadcasting the Community Development Report to the public.

Council Reports

Council Member Romack

- Attended Big Truck Day.
- Participated in the Downtown Trick-or-Treating event.
- Acknowledged AYSO soccer team.
- Announced the Sierra Community House Chocolate and Wine Fundraiser event.

Council Member Henderson

- Attended the Solid and Hazardous Waste Commission meeting.
- Attended the LAFCo meeting.
- Attended the CALAFCO Annual Conference.
- Attended in the Downtown Trick-or-Treating Event.

Council Member Polivy

- Participated in the Downtown Trick-or-Treating event.
- Attended the Visit Truckee Tahoe (VTT) meeting.
- Attended a few meetings with different Truckee downtown businesses.

Council Member Henderson

- Announced launch of a non-partisan coalition and launch.
- Announced the upcoming launch of a holiday program, inviting community sponsorship.

Vice Mayor Klovstad

- Attended the Climate Transformation Alliance (CTA) meeting.

Mayor Zabriskie

- Participated in the DEWBAYUMUWE? PARK Ribbon Cutting.
- Attended the Mayor Manager’s Breakfast.
- Participated in a radio interview regarding the Tahoe Truckee Homeless Action Coalition.
- Attended Good Morning Truckee.
- Attended an Interagency Coordination Team (ICT) Homeless Meeting.
- Attended a meeting regarding the navigation center.

7. Adjournment: 4:52 p.m.

To the joint meeting of the Truckee Town Council and the Tahoe Forest Hospital District, October 28, 2025, 5:30 p.m. at Town Hall, 10183 Truckee Airport Road, Truckee, CA.

Respectfully submitted by:

Approved:

Sarah Ring, Deputy Town Clerk

Jan Zabriskie, Mayor