



## Joint Town Council and Tahoe Forest Hospital District Meeting Minutes

October 28, 2025, 5:30 PM

Town Hall – Administrative Center | 10183 Truckee Airport Road, Truckee, CA, 222 West  
Merchandise Mart Plaza, Suite 228, Chicago, IL 60654 and 13810 Donner Pass Road, Truckee,  
CA 96161

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1. **Call to Order**: Mayor Zabriskie called the meeting to order at 5:31 p.m.

2. **Roll Call**:

Town of Truckee: Council Members; Lindsay Romack, Courtney Henderson, Dave Polivy, Vice Mayor, Anna Klovstad (via Zoom), and Mayor, Jan Zabriskie.

**Town of Truckee Staff Present**: Danny Renfrow, Chief of Police; Dan Wilkins, Acting Town Manager; Andy Morris, Town Attorney; Sarah Ring, Deputy Town Clerk; Kelly Carpenter, Town Clerk; Denyelle Nishimori, Community Development Director; and Logan McDonald, IT Systems Analyst.

Tahoe Forest Hospital District (TFHD): Directors; Mary Brown, Dale Chamblin, Co-chair Alyce Wong, and Chair Michael McGarry (via Zoom).

**Absent**: Vice Chair Dr. Robert Darzynkiewicz.

**Tahoe Forest Hospital District Staff Present**:

Anna Roth, President & Chief Executive Officer; Louis Ward, Chief Operating Officer; Crystal Felix, Chief Financial Officer; Ted Owens, Executive Director of Governance; Sarah Jackson, Clerk of the Board; Mackenzie Anderson, General Counsel; Dylan Crosby, Vice President of Facilities and Construction Management; Aaron Gladman, MD Emergency Department Medical Director; Kate Lamb, Emergency Department Manager; Trent Foust, Director; Kim McCarl, Administrative Services Offices; and Jake Dorst, Chief Information Innovation Officer.

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

4. **Public Comment**: None.

5. **Joint Meeting**

5.1 **Tahoe Truckee Homeless Action Coalition (TTHAC) Recommendations for Proposed One Year Navigation Center Pilot (Pilot), Shelter Beds, Interim Beds, Day Services and Funding Source.**

**Recommendation**: That Town Council and Tahoe Forest Hospital District Board:

**Truckee Town Council**:

- A. Approve the TTHAC-identified preferred location at 12315 Deerfield Drive, Truckee for a one-year pilot Navigation Center with interim beds and shelter beds.
- B. Accept TTHAC's recommendation that Nevada County exercise superior jurisdiction pursuant to Government Code Sections 53090-53091. Town Council recognizes that no Town action is required for Nevada County to take such action.
- C. Adopt Resolution 2025-67 waiving the statutory 60-day notification period related to Government Code Section 25351 (B) and (D).
- D. Authorize the Town Manager to execute a contract with Nevada County, or a trusted community partner, in an amount not to exceed \$360,000 in one-time funds for a one-year pilot Navigation Center (Model B) providing up to 6 interim beds (year-round) and up to 10 drop-in shelter beds (24/7, year-round) and day services at 12315 Deerfield Drive.
- E. Authorize budget adjustment up to \$360,000 from one-time federal funds remaining from American Rescue Plan Act (ARPA) to fund one-year pilot program.
- F. Authorize Town staff to expedite tenant improvement permit processing if necessary to facilitate a January 2026 target opening.
- G. Provide direction and approve the proposed 120 Day Navigation Center pilot community engagement and communications plan.
- H. Provide direction to TTHAC to evaluate the success of the pilot after six months to determine if the pilot navigation center is a successful service model.
- I. Provide direction regarding a call to action for TTHAC to raise additional funds to support the pilot program and prioritize developing a long-term sustainable funding source to support the continuation of the pilot navigation center, should it be extended after the pilot period based on success of the pilot.

**Tahoe Forest Hospital District:**

- A. Authorize the President & CEO to execute a contract with Nevada County, or a trusted community partner, not to exceed \$360,000 to support a one-year pilot Navigation Center to facilitate interim housing for up to 6 individuals (year-round) and up to 10 shelter beds (24/7, year-round) at 12315 Deerfield Drive, Truckee.

**Danny Renfrow, Chief of Police, and Town of Truckee; Ted Owens, Executive Director of Governance, Tahoe Forest Hospital District; Seana Doherty TTHAC Coordinator; Travis Sandefur, Volunteers of America (VOA) and Hardy Bullock, Supervisor presented from the staff report (presentation on file with Town Clerk).**

**Council and Board Discussion:**

- Sprinklers are seen in the 1st floor photos.
- Tenant Improvement (TI) permits are processed concurrently with other permits.
- The goal would be to adapt within the regular departmental processing time and seek third-party support if required as would be the regular process.
  - Staff noted \$150,000 was already budgeted for plan check services if required and should be sufficient.
- Nevada County is the lead agency for lease negotiations and tenant improvements with the property owner to ensure compliance with program requirements.
- The long-term strategy and metrics still need to be defined by TTHAC and will require community input.
- It is a priority of VOA to work with existing non-profits in the community such as Sierra Community House for efficiency to avoid replication of existing services.
- VOA will collaborate with other entities to assist with mental health and healthcare services.
- Since 2024, a robust public outreach effort has occurred through publicly noticed meetings, newsprint, radio and media.

- VOA will implement policies to ensure community safety and continued outreach.
- Staff will update Council every six months.

**Mayor Zabriskie adjourned for a recess at 7:21 p.m.**

**Mayor Zabriskie resumed the meeting at 7:35 p.m.**

**Mayor Zabriskie opened the item for public comment.**

**Written comment received from:**

Adam Marszal	Jonathon Levin	Michael Livak
Anne Rarick	Julie Arsenault	Mike Isle
Annie Marszal	Kaela Frank	Nancy Wallis
Ashley Cruttenden	Kaley Arboleda	Noreen & Stewart Irving
Barney Dewey	Kurt Stitser	Patricia Terrell
Ben Stewart	Kylie Seifert	Paula Bailey
Brooke Barnum-Roberts	LisaMarie Isaacs	Penny Morris
Chelsea Johnson	Martina Koldewey	Susan Marszal
JD Hoss	Merri Broglio	Suzanne Lippuner
Swenja Ziegler		

**Written comment received by Tahoe Forest Hospital:**

Alison Bermant	Suzanne Lippuner	Michael Livak
United for Action Community Coalition		

**Verbal comment received from:**

Lisa Swarthout	Allison Schwedner	Julie Arsenault
Martina Koldewey	Cathie Foley	Reverand Clare Novak
Chris Terrell	JD Hoss	Paul Bancroft
Katie Lamb, TFHD	Trent Foust, TFHD	Ruth Cross
Robin Terrell		

Mayor Zabriskie closed public comment.

**Mayor Zabriskie opened the item to joint deliberation.**

**Town Council Direction:**

- Amend proposed language for Item F. Expedite Tenant Improvement (TI) permit processing without delaying other active TI permit projects to facilitate a January 2026 target opening.
- Develop and report on transparent success metrics for the Navigation Center pilot (e.g., housing outcomes, recidivism, community impact).
- Extend community engagement and communication efforts beyond the initial 120-day plan.
- Coordinate with VOA, THHAC and Truckee Police Department on implementing and enforcing the Good Neighbor Policy.
- Continue identifying sustainable, long-term funding sources beyond ARPA funds to support ongoing navigation center operations.

- Act with urgency and flexibility to meet the January 2026 target opening and adapt as needed during implementation.

The recommendation, with additional direction above, was moved by Council Member Henderson, seconded by Council Member Polivy, and adopted with the following roll-call vote:

**Ayes:** Council Member Henderson, Council Member Polivy, Council Member Romack, Vice Mayor Klovstad (via Zoom), and Mayor Zabriskie  
**Noes:** None.  
**Absent:** None.  
**Abstained:** None.  
The motion passed unanimously.

**Tahoe Forest Hospital District Board Direction:**

- Collaborate with the Town and TTHAC to define detailed success metrics and evaluation criteria for the pilot program.
- Enhance data tracking and sharing systems related to unhoused patient contacts and service outcomes.
- Evaluate staffing capacity and needs to ensure adequate support for the navigation center partnership.
- Maintain ongoing participation in TTHAC and interagency coordination meetings to support oversight and communication.

The recommendation was moved by Director Brown, seconded by Director Chamblin, and adopted with the following roll-call vote:

**Ayes:** Directors; Mary Brown, Dale Chamblin, Alyce Wong, and Chair Michael McGarry (via Zoom).  
**Noes:** None.  
**Absent:** Vice Chair, Dr. Robert Darzynkiewicz.  
**Abstained:** None.  
The motion passed 4 - 0.

**Mayor Zabriskie opened General Public Comment.**

Seeing none, Mayor Zabriskie closed public comment.

**6. Adjournment:** 8:55 p.m.

**Truckee Town Council:**

To the next meeting of the Truckee Town Council, November 10, 2025, 5:00 p.m. at Town Hall, 10183 Truckee Airport Road, Truckee, CA.

**Tahoe Forest Hospital District:**

To the next regularly scheduled meeting of the Board of Directors of Tahoe Forest Hospital District is November 20, 2025, at Tahoe Forest Hospital – Eskridge Conference Room, 10121 Pine Avenue, Truckee, CA, 96161. A copy of the board meeting agenda is posted on the District's web site ([www.tfhd.com](http://www.tfhd.com)) at least 72 hours prior to the meeting or 24 hours prior to a Special Board Meeting. Materials related to an item on this Agenda submitted to the Board of Directors, or a majority of the Board, after distribution of the agenda, are available for public inspection in the Administration Office, 10800 Donner Pass Rd, suite 200, Truckee, CA 96161, during normal business hours.

Respectfully submitted by:

Approved:

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Sarah Ring, Deputy Town Clerk

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Jan Zabriskie, Mayor