



Truckee Library Joint Powers Authority Minutes

April 23, 2025, 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**: Vice Chair Lehman called the meeting to order at 1:01 p.m.
2. **Roll Call**: Board Member Hilary Hobbs, Board Member Erin Mettler, and Vice Chair Alison Lehman.

Absent: Chair Jen Callaway

Staff Present:

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

Nevada County: Michelle Bodley, Treasurer-Tax Collector; Elise Strickler, Chief Fiscal/Administrative Officer; Josh White, Facilities Program Manager; Nikki Aringer, Senior Administrative Analyst; Elena Gagnie, Assistant Auditor Controller;

Placer County: Stephanie Holloway, Deputy Chief Executive Officer (virtual).

3. **Pledge of Allegiance**: Deferred.

4. **Public Comment**:

Verbal comment received by: April Cole.

5. **Consent Calendar**

It was moved by Board Member Mettler, and seconded by Board Member Hobbs to approve the Consent Calendar Item 5.1 through 5.2 as follows:

- 5.1 Approved the minutes of March 19, 2025.
- 5.2 Approved and adopted the combined boundary of Truckee Fire Protection District and Northstar Community Service District as the formal boundary for the formation of the Community Facilities District No. 1 (Truckee Library) of the Truckee Library Joint Powers Authority.

The Consent Calendar carried with the following vote:

Ayes: Board Member Hobbs, Board Member Mettler, and Vice Chair Lehman.

Noes: None.

Absent: Chair Callaway.

Abstained: None.

The motion passed 3-0.

6. Discussion Items

6.1 Description of Facilities and Services.

Recommended Action: That the Board review and approve the Description of Facilities and Services.

Josh White, Facilities Program Manager, presented from the staff report (presentation on file with Truckee Town Clerk).

Board Discussion:

- This item will be included as an exhibit to the Letter of Intent.

Vice Chair Lehman opened public comment.

Verbal comment received from: Kathleen Eagan.

Vice Chair Lehman closed public comment.

Direction:

The Board will vote on approval of the Description of Facilities and Services at the May 21, 2025 meeting.

6.2 Letter of Intent to Establish Community Facilities District No. 1 (Truckee Library).

Recommended Action: That the Board approve the Letter of Intent and direct the Chair and Vice Chair to sign and execute the letter.

Josh White, Facilities Program Manager, presented from the staff report (presentation on file with Truckee Town Clerk).

Lawrence Chen, Stradling Yocca Carlson & Rauth LLP, also participated in the presentation.

Board Discussion:

- It is not necessary to have the Letter of Intent on any specific letterhead, but it can be if that is the direction from the JPA.
- Donner Summit would be included in the Community Facilities District boundary.
 - It is the staff's understanding that Placer County agreed to it being included.

Vice Chair Lehman opened public comment.

Verbal comment received from: Stephanie Holloway

Vice Chair Lehman closed public comment.

Board Direction:

- **The Letter of Intent should be on the JPA letterhead.**
- **To facilitate communication with neighboring agencies, the Board Members from the Town of Truckee will initiate communication with Northstar.**
 - **Placer County has been attending the JPA board meetings and is aware of the status of proceedings thus far.**

The staff recommendation was moved by Board Member Mettler, and seconded by Board Member Hobbs, and adopted with the following vote:

Ayes: Board Member Hobbs, Board Member Mettler, and Vice Chair Lehman.
Noes: None.
Absent: Chair Callaway.
Abstained: None.
The motion passed 3-0.

6.3 Draft Resolution of Intention to Establish Truckee Library Communities Facilities District (CFD) and Draft Resolution of Intention to Incur Bonded Indebtedness within the CFD.

Recommended Action: That the Board review and discuss: (i) Resolution of Intention to Establish Truckee Library CFD; and (ii) Resolution of Intention to Incur Bonded Indebtedness within the CFD.

Josh White, Facilities Program Manager, presented from the staff report (presentation on file with Truckee Town Clerk).

Lawrence Chen, Stradling Yocca Carlson & Rauth LLP, also participated in the presentation.

Board Discussion:

- The attachments referenced in the resolutions will be included as part of the final documents and the Board will have the opportunity to vote on adoption of the resolutions at the May 21, 2025 meeting which will be a public hearing.
- Revise the third paragraph of Section 5 in Resolution to Establish Community Facilities District to use another word besides demand.
- As stated in Resolution of Intention to Incur Bonded Indebtedness, the term of 35 years from issuance of bond needs clarification from Goodwin Consulting or Charles Heath.

Vice Chair Lehman opened public comment.

Verbal comment received by: Kathleen Eagan.

Vice Chair Lehman closed public comment.

Board Direction:

- **Revise Resolution to Establish Community Facilities District to use another word besides demand.**
- **Staff to bring back for further discussion the Resolution to Incur Bonded Indebtedness as to identify bond terms and tax terms and should include a rationale behind the difference in the years.**

6.4 Truckee Library Communities Facilities District (CFD) Local Goals and Policies.

Recommended Action: That the Board adopt Resolution 2025-01 adopting the Truckee Library CFD Local Goals and Policies.

Josh White, Facilities Program Manager, presented from the staff report (presentation on file with Truckee Town Clerk).

Lawrence Chen, Stradling Yocca Carlson & Rauth LLP, also participated in the presentation.

Vice Chair Lehman opened public comment.

Seeing none, Vice Chair Lehman closed public comment.

Direction:

The staff recommendation was moved by Board Member Hobbs, and seconded by Board Member Mettler, and adopted with the following vote:

Ayes: Board Member Hobbs, Board Member Mettler, and Vice Chair Lehman.

Noes: None.

Absent: Chair Callaway.

Abstained: None.

The motion passed 3-0.

6.5 Proposed Terms for Rate and Method of Apportionment.

Recommended Action: That the Board discuss proposed terms for Rate and Method of Apportionment and direct staff to use proposed terms for development of the Rate and Method of Apportionment (RMA) document.

Josh White, Facilities Program Manager, presented from the staff report (presentation on file with Truckee Town Clerk).

Kathleen Eagan and April Cole, Friends of the Library (FOTL), also participated in the presentation.

Board Discussion:

- The New Library Ballot Measure Committee, and not FOTL, has entered into a contract with Charles Heath.
 - The Committee has received \$26,000 thus far in donations toward the bond measure campaign.
- The \$0.03 per building square foot term applies to both commercial and residential buildings.
- There are approximately 4,000 vacant lots that would subject to the proposed flat parcel tax of \$29 per year.
- Staff to arrange for Goodwin Consulting to be available at the next meeting to answer questions regarding low-income exemptions.
 - Staff will include the RMA with detailed items for exemptions at the next meeting.
- If the ballot measure passes, annual administration of the CFD by a special tax consultant would be necessary.

Vice Chair Lehman opened public comment.

Seeing none, Vice Chair Lehman closed public comment.

Board Direction:

- **Bring back for further discussion the low-income exemption with the special tax consultant.**

6.6 Proposed Ballot Measure Language.

Recommended Action: That the Board review and discuss proposed ballot measure language.

Josh White, Facilities Program Manager, presented from the staff report (presentation on file with Truckee Town Clerk).

Board Discussion:

- The Library Alignment Team will discuss the possibility of reconsidering the library name to “Truckee Regional Library” rather than “Truckee Library”.

- This would also include reconsidering the name of the CFD to Community Facilities District No. 1 (Truckee Regional Library).
- Staff will discuss with the Library Alignment Team whether it is necessary to include the term length of 35 years in the ballot measure language if the bond term is 30 years.
- Consider rewording “To replace..” since the new library is in new location.
- It is legally required to include the \$19,300,000 bond amount as part of the ballot measure language.
- Staff will confirm whether Charles Heath consulted with Nevada County Elections Office to ensure the word count is accurate.
- Staff will inquire with other jurisdictions who have had successful ballot measures to compare wording.
- Staff will confirm whether independent oversight is necessary and, if so, how much oversight would be required.

Vice Chair Lehman opened public comment.

Verbal comment received by: Kathleen Eagan and Barney Dewey.

Vice Chair Lehman closed public comment.

Board Direction:

- **Change “...\$29/acre” to “...\$29/parcel”.**
- **Add a comma after “senior programs and technology”.**

7. Adjournment: 2:41 p.m.

To the regular meeting of the Truckee Library Joint Powers Authority, May 21, 2025, 1:00 p.m. at Town Hall, 10183 Truckee Airport Road, Truckee, CA.

Kelly Carpenter, Town Clerk