

Town Council

David Polivy, Mayor

Jan Zabriskie, Vice Mayor

Anna Klovstad, Council Member
Courtney Henderson, Council Member
Lindsay Romack, Council Member



Department Heads

Jen Callaway, Town Manager
Andy Morris, Town Attorney
Danny Renfrow, Chief of Police
Daniel Wilkins, Public Works Director/Town Engineer
Denyelle Nishimori, Community Development Director
Nicole Casey, Administrative Services Director
Kelly Carpenter, Town Clerk
Hilary Hobbs, Assistant to the Town Manager

May 8, 2024

Chantal Birnberg, Kyle Vickers, & Riley Morrison
Mid-Management Employee Group

Larry Menth, Mastagni Holstedt

To the Truckee Mid-Management Group:

This side letter memorializes our agreement between the Town of Truckee (Town) and the Truckee Mid-Management Employees Group (MM) regarding compensation for additional temporary responsibilities in the Engineering Department for managing the Town's water quality monitoring program.

Background

Federal law requires the Engineering Department to run a National Pollutant Discharge Elimination System (NPDES) program. This program mitigates water pollution by regulating point sources that discharge pollutants to waters of the United States. The Town's Senior Civil Engineers previously managed the Town's program. The Town will move the program management duties from the Senior Civil Engineer to another employee as part of an Engineering Department reorganization.

Agreement

The Town and MM agree that Drew Jack will assume the NPDES program administrative duties retroactive to January 1, 2024. The Town will pay Drew Jack a 5.0% of base wage differential for performing this assignment. Drew Jack will perform this assignment on an at-will basis pursuant to this side letter. If Drew Jack becomes unwilling or unable to perform this assignment, or the Town removes him from this assignment, the 5.0% of base wage differential would apply to a successor named by the Town.

MOU Language

ARTICLE 17 – COMPENSATION FOR TEMPORARY ADDITIONAL RESPONSIBILITIES:

Compensation for Temporary Additional Responsibility will be paid in accordance with the Town's Personnel Rules adopted May 11, 2021 or subsequently revised Town Personnel Rules, except as follows:

Town Associate Civil Engineers, Assistant Engineers and GIS Analysts may be assigned to manage the Town's National Pollutant Discharge Elimination System (NPDES) program. The Town will pay an employee assigned to manage this program a 5% of base wage differential for the duration of the assignment. Assignment of or removal of this additional responsibility is at the discretion of the Director of Public Works.

This side letter agreement does not amend or remove any other provision of the Memorandum of Understanding.

If this side letter accurately delineates our agreement, please indicate your agreement by signing below.

TOWN OF TRUCKEE

By: _____
Jen Callaway, Town Manager

By: _____
Nicole Casey, Dir. Of Admin. Services

MID-MANAGEMENT EMPLOYEES GROUP

By: _____
Larry Menth, Labor Relations Consultant

By: _____
Kyle Vickers, Appointed Representative

By: _____
Chantal Birnberg, Appointed Representative

By: _____
Riley Morrison, Appointed Representation