



Town Council Meeting Minutes

March 10, 2026, 5:00 PM

Town Hall | Council Chambers | 10183 Truckee Airport Road, Truckee, CA

1. **Call to Order:** Mayor Klovstad called the meeting to order at 5:00 p.m.
2. **Roll Call:** Council Members; Polivy, Romack, Zabriskie, Vice Mayor Henderson, and Mayor Klovstad.

Staff Present: Chris Hardy, Chief Information Security and Technology Officer; Denyelle Nishimori, Community Development Director; Becky Bucar, Public Works Director/Town Engineer; Kelly Carpenter, Town Clerk; Sarah Ring, Deputy Town Clerk; Andy Morris, Town Attorney; Nicole Casey, Administrative Services Director; Hilary Hobbs, Assistant Town Manager/Neighborhood Services and Sustainability Director; Danny Renfrow, Chief of Police; Jen Callaway, Town Manager; Alfred Knotts, Assistant Public Works Director; Cindy Peterson, Finance Manager; Lisa Madden, Police Captain; James Blattler, Emergency Services Manager; Justin Freiler, Emergency Services Coordinator; and Erin Brewster, Sustainability Program Manager.

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

4. **Public Comment:**

Written comment received from: Julie Arsenault and Peter James.

Verbal comment received from: Gwen (last name not provided) and Martina Koldewey.

5. **Presentations**

- 5.1 **Danielle McHugh, Transportation Program Coordinator, and Taylor Fiddymment, Administrative Technician, presented the Real-Time Transit Application.**
- 5.2 **Jen Callaway, Town Manager, presented the Town Manager Report.**

Mayor Klovstad opened public comment.

Seeing none, Mayor Klovstad closed public comment.

6. **Consent Calendar**

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

- 6.1 **Approved the minutes for February 24, 2026, Regular Meeting.**
- 6.2 **Accepted the financial update for the quarter ended December 31, 2025.**
- 6.3 **Adopted Resolution 2026-06 amending the wage matrix dated March 10, 2026, replacing the existing Assistant Chief Building Official position with Building Manager along with miscellaneous clean-up items.**
- 6.4 **Authorized the Town Manager to execute a contract amendment with BAE Urban Economics, Inc. in the amount of \$20,000 for a total contract amount of \$51,470.**

- 6.5 **Approved spending authority for the Town Manager to exceed \$50,000 in Fiscal Year 2025/26 for the existing grant-funded contract with Sierra Business Council, for a total contract amount not to exceed \$99,999.**
- 6.6 **Adopted Resolution 2026-07, changing the configuration of the Historic Preservation Advisory Commission to include: two Professional members, two Lay members, and one member from either the Truckee-Donner Historical Society or a member that meets the Professional member qualifications.**

The Consent Calendar carried with the following vote:

Ayes: Council Member Romack, Council Member Polivy, Council Member Zabriskie, Vice Mayor Henderson, and Mayor Klovstad.

Noes: None.

Absent: None.

Abstained: None.

The motion passed unanimously.

7. Discussion Items

- 7.1 **Acceptance of the Annual Comprehensive Financial Report and Audit Reports for Fiscal Year 2024/2025.**

Recommended Action: That Council accept the Town of Truckee Annual Comprehensive Financial Report, Audit Report, Single Audit, and review of the Appropriations Limit for the year ended June 30, 2025.

Pierce Wray, Audit Manager with Mann Urrutia and Nelson CPAs, presented from the report (presentation on file with Town Clerk).

Nicole Casey, Administrative Services Director; also presented from the staff report (presentation on file with Town Clerk).

Mayor Klovstad opened the item for public comment.

Seeing none, Mayor Klovstad closed public comment.

Council Direction:

The staff recommendation was moved by Vice Mayor Henderson, seconded by Council Member Zabriskie, and adopted with the following vote:

Ayes: Council Member Romack, Council Member Polivy, Council Member Zabriskie, Vice Mayor Henderson, and Mayor Klovstad.

Noes: None.

Absent: None.

Abstained: None.

The motion passed unanimously.

- 7.2 **Contract Award for Development of an Energy Resilience Plan.**

Recommended Action: That Council authorize the Town Manager to execute a contract with ICF Incorporated, LLC in an amount not to exceed \$193,063, to develop an Energy Resilience Plan for the Town of Truckee.

Erin Brewster, Sustainability Program Manager, presented from the staff report (presentation on file with Town Clerk).

Council Discussion:

- Council discussed potential risks related to the U.S. Department of Energy Energy Efficiency and Conservation Block Grant (EECBG) funding.

- Funding disruptions are not expected.
- If funding were withdrawn, staff would return to Council to request an alternative funding source, with the understanding that Town co-funding would be expensed first.

Mayor Klovstad opened the item for public comment.

Written comment received from: Ryan Parrish.

Verbal comment received from: Megan Harwood.

Mayor Klovstad closed public comment.

Council Direction:

The staff recommendation was moved by Vice Mayor Henderson, seconded by Council Member Romack, and adopted with the following vote:

Ayes: Council Member Romack, Council Member Polivy, Council Member Zabriskie, Vice Mayor Henderson, and Mayor Klovstad.

Noes: None.

Absent: None.

Abstained: None.

The motion passed unanimously.

Mayor Klovstad called for a recess at 6:45 p.m.

Mayor Klovstad resumed the meeting at 6:51 p.m.

7.3 Truckee Library (C2110) Budget Amendment and Funding Request for Phase 2 Design.

Recommended Action: That Council: (1) Amend the Truckee Library CIP (C2110) budget; and (2) Authorize the transfer of \$447,158 in funding from the Town to the Truckee Library JPA for purposes of jointly funding the project's final design.

Becky Bucar, Public Works Director/Town Engineer, presented from the staff report (presentation on file with Town Clerk).

April Cole, Friends of the Truckee Library (FOTL), present for questions.

Council Discussion:

- FOTL will not come back to the Town for additional funding requests for design or construction.
- FOTL has a fund-raising plan in place to raise \$20 million dollars.

Mayor Klovstad opened the item for public comment.

Written comment received from: Friends of the Truckee Library, Jason Toups, and Jim Porter.

Verbal comment received from:

April Cole, Friends of the Truckee Library Joan Jones Oliver Brock
Estefania Gaitan Meza

Mayor Klovstad closed public comment.

Council Direction:

The staff recommendation was moved by Council Member Zabriskie, seconded by Council Member Polivy, and adopted with the following vote:

Ayes: Council Member Romack, Council Member Polivy, Council Member Zabriskie, Vice Mayor Henderson, and Mayor Klovstad.

Noes: None.

Absent: None.

Abstained: None.

The motion passed unanimously.

7.4 Truckee Police Department Policy 709 to Comply with State Legislation Under AB 481.

Recommended Action: That Council introduce Ordinance 2026-06, readopting the Truckee Police Department Policy 709 – Military Equipment Funding, Acquisition and Use Policy.

Lisa Madden, Captain, presented from the staff report (presentation on file with Town Clerk).

- After the meeting, it was identified that this staff report item contained a typographical error in the ordinance number; the correct ordinance number is Ordinance 2026-02.

Mayor Klovstad opened the item for public comment.

Seeing none, Mayor Klovstad closed public comment.

Council Direction:

The staff recommendation was moved by Council Member Polivy, seconded by Vice Mayor Henderson, and adopted with the following vote:

Ayes: Council Member Romack, Council Member Polivy, Council Member Zabriskie, Vice Mayor Henderson, and Mayor Klovstad.

Noes: None.

Absent: None.

Abstained: None.

The motion passed unanimously.

7.5 Organization Wide Operational Assessments Implementation Plan and Update.

Recommended Action: That Council accept the organization-wide Operational Assessment Implementation Plan update.

Jen Callaway, Town Manager, presented from the staff report (presentation on file with Town Clerk).

Mayor Klovstad opened the item for public comment.

Written comment received from: Jessica Penman.

Mayor Klovstad closed public comment.

- Council accepted the update on the organization-wide Operational Assessment Implementation Plan.

8. Council Reports

Council Member Zabriskie

- Met with Jessica Penman, Truckee Chamber of Commerce.

Council Member Polivy

- Attended the State Board webinar.
- Attended the Commercial Waste for Businesses Workshop.

- Attended a meeting regarding the Housing Authority with Nevada County leadership.

Council Member Romack

- Attended the Truckee Chamber of Commerce board meeting.

Vice Mayor Henderson

- Attended a conference to give a talk on energy.

Mayor Klovstad

- Attended the Donner Lake Interagency Partnership for Stewardship meeting.
- Attended the Climate Transformation Alliance governing partners meeting.
- Attended multiple meetings with constituents.

9. Adjournment: 8:18 p.m.

To the regular meeting of the Truckee Town Council March 24, 2026, 5:00 p.m. at Town Hall, 10183 Truckee Airport Road, Truckee, CA.

Respectfully submitted by:

Approved:

Sarah Ring, Deputy Town Clerk

Anna Klovstad, Mayor