



## Town Council Meeting Minutes

January 14, 2025, 5:00 PM

Town Hall – Administrative Center | 10183 Truckee Airport Road, Truckee, CA

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

**Staff Present**: Kerry Taber, Code Compliance Officer; Caitlin Safford, Code Compliance Officer; Danielle McHugh, Transportation Program Analyst; James Blattler, Emergency Services Manager; Bron Roberts, Public Information Officer; Chris Hardy, Chief Information Officer; Bonnie Thompon-Hardin, Human Resources Manager; Becky Bucar, Assistant Public Works Director; Alfred Knotts, Transportation Program Manager; Kelly Carpenter, Town Clerk; Danny Renfrow, Chief of Police; Denyelle Nishimori, Community Development Director; Andy Morris, Town Attorney; Dan Wilkins, Town Engineer; and Jen Callaway, Town Manager.

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

Mayor Zabriskie called for a moment to recognize the impact of the wildfires in Los Angeles.

4. **Public Comment**:

**Written comment received from**: Melanie Cliff.

**Verbal comment received from**: Kellie Culter, Bob Ferwerda.

5. **Presentations**

- 5.1 **Kelly Carpenter, Town Clerk, administered the Oath of Office to Council Member Henderson and Council Member Romack.**

- 5.2 **Dance performance presented by students of Truckee Dance Factory.**

**Mayor Zabriskie adjourned for a recess at 5:18 p.m.**

Mayor Zabriskie reconvened the meeting at 5:32 p.m.

- 5.3 **Alfred Knotts, Transportation Program Manager, and Brian Conger, BCycle, via Zoom, presented an update on the BCycle program.**
- 5.4 **April Cole, Friends of the Library, presented an update on the Truckee Library.**
- 5.5 **Jen Callaway, Town Manager, presented the Town Manager Report.**

**Mayor Zabriskie opened the presentation items to public comment.**

**Verbal comment received from**: Kevin Barchas.

Mayor Zabriskie closed public comment.

## **6. Consent Calendar**

It was moved by Council Member Henderson, and seconded by Council Member Romack to approve the Consent Calendar Items 6.1 through 6.9 as follows:

- 6.1 Approved the minutes of December 10, 2024, Regular Meeting and December 12, 2024 Workshop.
- 6.2 Rejected the claim for damages against the Town of Truckee.
- 6.3 Adopted Resolution 2025-01 requesting funds from the Caltrans Sustainable Transportation Planning Grant Program and authorized the Mayor to sign the letter of support for the application.
- 6.4 Authorized the Town Manager to execute a contract in the amount of \$324,600 with Acumen Engineering to complete the Reimagine Bridge Street Design and Construction Support and authorized a contract contingency of \$32,460 (10%) for a total authorized contract amount of \$357,060.
- 6.5 Adopted Resolution 2025-05 amending the Town's Teleconference Policies and Procedures as to the number of meetings in which members of the Town's Brown Act legislative bodies are allowed to participate remotely.
- 6.6 Authorized the Public Works Director/Town Engineer to file the Notice of Completion with the Nevada County Recorder for the 2024 Paving and Drainage Project, C2402, and the 2024 Trail Pavement Maintenance Project, C2418.
- 6.7 Ratified the previously adopted Resolution 2024-79 to approve the administrative edits required by the California Department of Tax and Fee Administration ("CDFTA") for the collection of voter-approved Measure E sales tax.
- 6.8 Accepted the final draft of the "2024 Town of Truckee Transit Development Plan."
- 6.9 Adopted Resolution 2025-06 approving the 2024 Nevada County Multijurisdictional Hazard Mitigation Plan update including the Town of Truckee specific Annex and authorize staff to make necessary adjustments if required by FEMA.

The Consent Calendar carried with the following vote:

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

## **7. Discussion Items**

### **7.1 Council Committee Designations.**

**Recommended Action:** That Council review the 2025 Council Town Committee Designations and provide direction regarding the Council committee appointments.

Kelly Carpenter, Town Clerk, presented from the staff report (presentation on file with Town Clerk).

**Mayor Zabriskie opened public comment.**

Seeing none, Mayor Zabriskie closed public comment.

**Council Discussion:**

- Council Member Romack indicated she would like to be the delegate for the Chamber of Commerce if Council Member Henderson agrees to serve as the alternate.
  - Staff confirmed that both the alternate and the delegate may attend Chamber of Commerce meetings at the same time.
- Council Member Henderson indicated she would be willing to switch to the alternate designation for the Chamber of Commerce if Mayor Zabriskie would allow her to serve on the Local Area Formation Commission (LAFCo) in his place.
  - Mayor Zabriskie agreed.

**Council Direction:**

- **Council Member Henderson becomes the alternate for Chamber of Commerce.**
- **Council Member Romack becomes the delegate for Chamber of Commerce.**
- **Council Member Henderson becomes the delegate for LAFCo.**

**7.2 Extension of Town Benefits to Council Members.**

**Recommended Action:** That Council provide direction to staff on the potential extension of Town benefits to Council Members, and if Council elects to extend access to health, dental and vision insurance benefits: (1) Approve Resolution 2025-07 electing to be subject to the Public Employee's Medical and Hospital Care Act at an unequal amount for employees and annuitants with respect to a Recognized Employee Organization; (2) Approve Resolution 2025-08 extending medical, dental, and vision insurance benefits and providing Town contributions to active members of the Town Council effective March 1, 2025; and (3) Approve a budget amendment to the 2024/2025 Fiscal Year Operating Budget for a maximum amount of \$40,997.25.

Bonnie Thompson-Hardin, Human Resources Manager, presented from the staff report (presentation on file with Town Clerk).

**Council Discussion:**

- Council could elect to participate in the benefits that have no financial contribution from the Town and would not be required to enroll in any of the fee-based benefits.
- If Council elects to extend health benefits to Council Members, they would all have to agree on the same plan.
- Once a Council Member no longer serves on Town Council, any money that is contributed to a 457 account can either stay in the account or be withdrawn.
- There is no conflict with Council deciding to award itself health benefits.
  - California Government Code allows elected officials to participate in a governing agency's health benefits.
  - California Government Code also states that Council is the only one to decide to extend health benefits to themselves.
  - California Government Code also gives authority to Council to decide how much of the benefits will be paid by the governing agency.
- Council Members are not required to work 30 hours a week to qualify.
- Staff does not have any factual information and has not conducted any research to support the idea that having health benefits increases diversity on the Town Council.

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

**Written comment received from:**

Barney Dewey  
Courtney Murrell  
Jenna Elliott

Cari Reid  
Emilie Kashtan  
Jessica Stevens

Colleen Dalton  
Jan Holan  
John Manocchio (x2)

Kathryn Hawkins  
Mary Hetherington  
Paco Lindsay

Laura Lindgren  
Michael Cohen  
Robert Darzynkiewicz

Lori Marquette  
Nicola Stenton  
Steve Forrest

**Verbal comment received from:** Christa Finn, Joan Jones, David Diamond, Barney Dewey, Paco Lindsay.

Mayor Zabriskie closed public comment.

**Council Direction:**

- **Adopt Resolution 2025-07; modify Resolution 2025-08 to include the additional benefits that require no financial contribution from the Town; and approve a budget amendment to the remaining fiscal year's operating budget.**

The staff recommendation, with the additional direction above, was moved by Council Member Henderson, seconded by Council Member Klovstad, and adopted with the following vote:

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

**Noes:** Council Member Romack and Mayor Zabriskie.

**Absent:** None.

**Abstained:** None.

The motion passed 3-2.

**8. Council Reports**

**Vice Mayor Klovstad**

- Attended the Town holiday party.
- Attended a Climate Transformation Alliance meeting.

**Mayor Zabriskie**

- Attended a Community Economic Vitality Action Team meeting.
- Attended a Truckee River Legacy Foundation meeting.
- Attended an Inclusion Diversity, Equity and Accessibility meeting.
- Attended Good Morning Truckee.
- Attended the Mayor Managers' meeting.
- Attended a River Revitalization Steering Committee meeting.
- Attended a Truckee North Tahoe Transportation Management Association meeting.

**Council Member Polivy**

- Attended the Town holiday party.

**Council Member Romack**

- Participated in Planning Commission interviews.
- Attended a Truckee North Tahoe Transportation Management Association meeting.

**Council Member Henderson**

- Attended the Town holiday party and various other holiday parties.
- Participated in Planning Commission interviews.

**9. Closed Session**

**Mayor Zabriskie opened public comment.**

Seeing none, Mayor Zabriskie closed public comment.

**9.1 Public Employee Performance Evaluation:** Town Attorney, Government Code section 54957.  
**Reportable Action:** None taken.

**10. Adjournment:** 8:42 p.m.

To the regular meeting of the Truckee Town Council January 28, 2025, 5:00 p.m. at Town Hall, 10183 Truckee Airport Road, Truckee, CA.

Respectfully submitted by:

Approved:

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Kelly Carpenter, Town Clerk

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Jan Zabriskie, Mayor