



Truckee Library Joint Powers Authority Minutes

August 21, 2024, 1:00 PM

Town Hall – Administrative Center | 10183 Truckee Airport Road, Truckee, CA and The County Executive Office | 950 Maidu Avenue, Nevada City, CA

1. **Call to Order** – Chair Callaway called the meeting to order at 1:00 p.m.
2. **Roll Call** - Board Members; Hilary Hobbs, Erin Mettler, Vice Chair Alison Lehman(via Teams);, and Chair Jennifer Callaway.

Staff Present:

Town of Truckee: Sarah Ring, Deputy Town Clerk; Becky Bucar, Assistant Public Works Director (via Teams).

Nevada County: Mandy Stewart, Administrative Analyst II; Steven Monaghan, Director, Information and General Services Agency; Katherine Elliott, County Counsel (via Teams); Elise Strickler, Chief Fiscal/Administrative Officer; Josh White, Facilities Program Manager.

3. **Pledge of Allegiance** - Deferred.
4. **Public Comment** - None.
5. **Consent Calendar**

It was moved by Board Member Hobbs, and seconded by Vice Chair Mettler, to approve the Consent Calendar as follows:

- 5.1 Approved the minutes of July 23, 2024.

The Consent Calendar carried with the following roll call vote:

Ayes: Board Members Hobbs, Mettler, Vice Chair Lehman and Chair Callaway.

Noes: None.

Absent: None.

Abstained: None.

The motion passed unanimously.

6. **Presentation/Discussion Items**

- 6.1 **New Truckee Library Potential Art Policy.**

Recommended Action: That the Board provide direction to staff regarding the potential incorporation of art into the Truckee Library project.

Becky Bucar, Assistant Public Works Director presented from the board memo (presentation on file with Town Clerk).

Board Discussion:

- The public art policy has been utilized by the Public Art Commission of Truckee with the Mobility Hub, a newly constructed transit center.
 - Art has not been incorporated, but a space is set aside for art installation to be fulfilled by a future Request for Proposals (RFP) process.

- The Town's funding mechanism policy has not gone to Council for consideration yet.
- Dawn Merkes, Jordan Knighton Architects, Inc. (via Teams). offered comment on how and when art can be incorporated into the process.

Chair Callaway opened public comment.

Verbal comment was given by: Kathleen Eagan; Troy Corliss; Kellie Cutler; and April Cole.

Chair Callaway closed public comment.

Board Direction:

- **Research the potential for including public art installations in the library; work with the design team so as to not slow down the process, while looking at timing and funding options to bring back to a future meeting.**
- **The front part of that conversation to be consideration of balance of timing and incorporating the space.**

6.2 Truckee Library Design Process.

Recommended Action: That the Board accept the presentation from and provide direction to staff on the next steps.

Josh White, Facilities Program Manager introduced Dawn Merkes, Group4 Architecture, Architect, AIA, LEED, Principal, and Ted Felix, Jordan Knighton Architects, Inc. (JKAE), and Andrea Gifford, Group4 Architecture; presented from the board memo (presentation on file with Town Clerk).

Board Discussion:

- The design incorporates modern and sustainable elements, focusing on creating a functional space for community use.
- The Board discussed the architectural design timeline and any adjustments needed as the project moves forward.
- The recommended site location is the alternate site.
 - There are no utility conflicts.
 - The alternative site is not as disruptive as original site.
 - There are no cost estimates yet to move to the alternate site.
- Truckee Donner Recreation and Park District (TDRPD) and Truckee Donner Public Utility District (TDPUD) have received this same proposal.
- The lease of the property to the JPA is supported by TDPUD.
 - The lease would require revision, and then be presented to the JPA Board.

Chair Callaway opened public comment.

Seeing none, Chair Callaway closed public comment.

Board Direction:

- **Accepted the presentation and directed staff to continue working with JKAE on the next steps with focus on alternate site.**

6.3 Bond Counsel Presentation.

Recommended Action: That the Board accept the presentation from the County of Nevada's bond counsel, Stradling, and provide direction to staff on the next steps.

Kit Elliot, County Counsel introduced Lawrence Chan, Partner and Kevin Civalo, Partner with Stradling, Bond Counsel, who presented from the board memo (presentation on file with Town Clerk).

Board Discussion:

- There are a number of steps to consider in this process.
 - Create a Community Facilities District (CFD).
 - Move forward with bonds.
 - Members of the JPA board need to request the financing of this project.
- A call for a Special Election to approve the Special Tax may be the best route to go.
 - Confirm with both County's Registrars that they would consent to the Special Election on the desired date.
- The cost of retaining Bond Counsel would be approximately \$25,000.
 - The cost could be a part of the bond itself and not an additional cost.
 - The cost of elections could be paid back by the bond as well.
- November 4, 2025, May 8, 2025 (90-day) and August 26, 2025 (180 days) are the dates that the JPA would want to look at for timeline, voter engagement strategies, and potential challenges.
- The JPA can take this to their governing boards prior to the bonding.
 - This item should be brought to the individual jurisdictions this fall, not next year.
 - Add item to the timeline for hiring consultants and funding.
- Coordinate with bond counsel to refine the strategy for the 2025 bond measure.

Chair Callaway opened public comment.

Verbal comment given by: Dan Wilkins.

Chair Callaway closed public comment.

Board Direction:

- **The Board accepted the presentation and requested staff to continue coordinating with bond counsel to refine the financial strategy and prepare for the 2025 bond measure.**
- **Consider moving the target date of August to the November 4, 2024 election date once a clearer timeline is received from staff at the next meeting.**

6.4 Friends of the Truckee Library Capital Campaign Feasibility Study.

Recommended Action: That the Board accept the presentation from the Friends of the Truckee Library regarding the summary of findings from the Campaign Feasibility Study.

April Cole, Campaign Director, Friends of the Truckee Library, presented from the board memo (presentation on file with Town Clerk).

Board Discussion:

- The campaign should focus on highlighting the library's role as a civic institution and the urgency of supporting the project.
- Donors are offering varying options for commitments now and in the future.
- The study is recommending a six-month planning and activation phase to secure early financial commitments which would help build momentum for the campaign.

Fundraising Goals:

- The campaign's philanthropic goal ranges from a \$7 million minimum to a \$24 million stretch goal, contingent on donor engagement and the success of the bond measure.
- Some major donors (six-figure and seven-figure gifts) are interested but would like more clarity on the bond measure before making substantial commitments.

Chair Callaway opened public comment.

Chair Callaway closed public comment.

Board Direction:

- **The Board accepted the study and supports the Friends of the Library's plan to begin the six-month planning phase to secure early commitments and gifts of confidence.**

7. Adjournment – 3:03 p.m.

Sarah Ring, Town of Truckee, Deputy Town Clerk