



Date: May 24, 2024

Honorable Mayor and Council Members

Author and title: Nola Mitchell, Associate Engineer

Title: Parcel Charges for Town Special Service Areas (TSSAs) and Permanent Road Divisions (PRDs)

Approved By: _____ Jen Callaway, Town Manager

Recommended Action: The Town Council conduct a public hearing on Truckee Special Service Areas (TSSAs) and Permanent Road Divisions (PRDs) and adopt Resolution 2022-18 setting assessments for the 2022/2023 fiscal year.

Discussion: This item has been agendized to receive comments from the Town Council and those affected by special parcel charges within the Town of Truckee to provide direction as to the appropriateness of maintaining, expanding, or eliminating parcel charges in certain areas of Town. Previous direction which staff has received from the Town Council indicated a desire to maintain parcel charges only in areas where they can be reasonably used for enhanced levels of road maintenance activity, or provision of services beyond that which would be provided under Town level-of-service policies that are funded from general revenue sources.

In the early years of the Town's incorporation, there were numerous portions of Town in which property owners paid special assessments on their property taxes to fund snow removal services and/or road maintenance. These included areas such as Olympic Heights, Glenshire, Tahoe Donner, Prosser Woods, and portions of Donner Lake. Over time, the Town Council created policies that funded snow removal services on all publicly maintained streets in Town through general revenue sources. This has had the net effect of eliminating special assessments to fund snow removal services, with the exception of the Cambridge Estates subdivision, which currently receives Town snow removal services even though some of the roads in that subdivision have not yet been accepted by the Town.

The Town has maintained special assessments in the Tahoe Donner and Glenshire subdivisions for the purpose of funding enhanced levels of road maintenance, trail construction in or adjacent to the subdivisions, enhanced snow berm removal (currently in Tahoe Donner only), transit services (currently in Glenshire only), and on-street parking improvements that provide direct benefit to residents (currently in Tahoe Donner only).

Tahoe Donner (TSSA 1) Assessment

On April 22, 2022, Town staff sent a letter providing updated TSSA 1 fund information to the Tahoe Donner Association (TDA). The letter informed the TDA of Town staff's intention to recommend that the parcel charge in Tahoe Donner be continued at its current level and that the TSSA 1 dollars be used to continue work on the enhanced pavement maintenance of Tahoe Donner roadways (including the establishment of a reserve fund for future pavement maintenance), continue work on the Pioneer Trail & Bridge Street Extension project, and fund a microtransit pilot project. Staff also indicated that they

planned to recommend that transit become an allowable use of TSSA 1 funds collected in the 2022/2023 fiscal year. A copy of the Town's letter to the TDA is attached to this report as **Attachment A**.

At their April 21, 2022 Board Meeting, the TDA Board reviewed a draft letter from the Town. The item was continued until the April 23, 2022 Board Meeting, at which the TDA Board supported the use of \$160,000 of TSSA 1 funds for the microtransit pilot project this summer. The TDA Board also supported the inclusion of enhanced transit services as an eligible use of TSSA 1 funds.

Town staff is recommending maintaining the TSSA 1 parcel charge at its current level and supports the funds continuing to be eligible for their current allowable uses, with the addition of enhanced transit services.

Glenshire (TSSA 5) Assessment

On April 1, 2022, Town staff sent a letter providing updated TSSA 5 fund information to the Glenshire Devonshire Residents Association for inclusion on their consideration. A copy of this letter is attached to this report as **Attachment B**. In addition, on April 20, 2022, Town staff attended the Glenshire Devonshire Residents Association (GDRA) Board meeting to discuss the microtransit project and the potential use of TSSA 5 funds for the pilot project. The GDRA expressed interest in continuing to use the TSSA 5 funds for these projects and did not request that any changes be made to the allowable uses or to the parcel charge amount. Additionally, the GDRA Board supported using TSSA 5 funds towards this summer's microtransit pilot project.

Town-Wide Parcel Charge Recommendations:

Based upon the staff recommendation, the following would be the resulting parcel charges in the Town of Truckee:

Zero in the following areas in the FY 2022/2023 fiscal year:

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|-----------------------|----------------------------|
| 1. TSSA 2 - | Olympic Heights |
| 2. TSSA 3 - | Biltz Tract |
| 3. TSSA 4 - | Portion of Biltz Tract |
| 4. TSSA 6 - | Martis Valley Estates |
| 5. TSSA 7 - | Ponderosa Palisades Unit 4 |
| 6. TSSA 8 - | Donner View |
| 7. TSSA 9, Zone 3 - | Donner Lake Woods, |
| 8. Donner Terrace PRD | |

This also means that there would be no levels of enhanced service in these areas.

Parcel Charges would be maintained at current levels as per the **engineer's report** that is attached to this staff report as **Attachment C** in the following areas:

1. TSSA 1 -- Tahoe Donner
2. TSSA 5 -- Glenshire/Devonshire

It is recommended that the Truckee Town Council adopt Resolution 2022-18 (attached to this report as **Attachment D**) that confirms the Town's parcel charges and directs the Nevada County Auditor to collect these charges.

Priority:

<input type="checkbox"/> Enhanced Communication	<input type="checkbox"/> Climate and Greenhouse Gas Reduction	<input type="checkbox"/> Housing
<input checked="" type="checkbox"/> Infrastructure Investment	<input type="checkbox"/> Emergency and Wildfire Preparedness	<input checked="" type="checkbox"/> Core Service

Fiscal Impact: Maintaining the Glenshire and Tahoe Donner Parcel Charges would result in approximately \$597,000 annually for enhanced road maintenance, and parking and trail projects in Tahoe Donner, and \$179,000 annually for enhanced road maintenance, trail projects, and transit in Glenshire.

Public Communication: Attached correspondence with Tahoe Donner Association and Glenshire Devonshire Residents Association. Additionally, this meeting was legally noticed as a public hearing.

Attachments:

- | | |
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| <i>Attachment A</i> | April 22, 2022 letter from Town staff to the Tahoe Donner Association |
| <i>Attachment B</i> | April 1, 2022 letter from Town staff to the Glenshire Devonshire Residents Association |
| <i>Attachment C</i> | Engineer's report recommending Parcel Charges for Service in Town Special Service Areas |
| <i>Attachment D</i> | Resolution 2022-18 setting TSSA and PRD parcel charges |