



Date: December 10, 2024

Honorable Mayor and Council Members:

Author and title: Kelly Carpenter, Town Clerk

Title: **Resolutions and Agreements for Measure E**

Jen Callaway, Town Manager

Recommended Action: That Council: (1) Adopt Resolution 2024-78 authorizing the Town Manager to execute the Preparatory Agreement and the Administrative Agreement; (2) adopt Resolution 2024-79 for examination of confidential records; (3) Authorize the Town Manager to execute a new contract or contract amendment with HDL Companies to provide sales tax audit services for Measure E; and (4) Authorize the Town Manager to execute any additional documents or agreements necessary to implement and initiate the collection of Measure E sales tax for California Department of Tax and Fee Administration ("CDFTA") to collect the voter-approved tax pursuant Measure E by April 1, 2025.

Discussion: At the November 5, 2024 election, Truckee voters approved Ballot Measure E for a 1/2% sales tax increase to protect essential services such as keeping public areas, facilities, and parkways safe, clean and well maintained; protecting creeks and waterways from pollution; preparing for wildfires and natural disasters; expanding transit services like TART Connect; and for general government use. Measure E passed with 60.92% voter approval.

In order for CDFTA to begin collecting the increased tax on April 1, 2025, the Town Council needs to:

- Certify the results of Measure E from the November 5, 2024, election. Adoption of Resolution 2024-77 to declare the results of the election is concurrently before the Council on this meeting's agenda.
- Approve two agreements with CDFTA that authorize CDFTA to collect the tax and agree to pay for CDFTA's work. Adoption of Resolution 2024-78 will approve those agreements and authorize the Town Manager to execute them.
- Adopt Resolution 2024-79, which authorizes representatives of the Town to examine confidential sales tax records as part of CDFTA's administration of the tax. Like the two agreements approved by Resolution 2024-79, adoption of this resolution is a CDFTA requirement.
- Authorize the Town Manager to execute a new contract or contract amendment with HDL Companies to provide sales tax audit services for Measure E; and
- Authorize the Town Manager to execute any additional documents or agreements necessary to implement and initiate the collection of Measure E sales tax.

With the actions taken above, CDFTA will be able to timely collect the voter-approved 1/2% sales tax providing approximately \$3,500,000 annually for 15 years.

Priority:

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

Fiscal Impact: One-half present increase of sales tax is estimated to generate \$3,5000,000 annually for 15 years.

Public Communication: This staff report.

Attachments:

Attachment A: Resolution 2024-78 Authorizing the Town Manager to Execute the “Preparatory Agreement” and the “Administration Agreement”; and

Attachment B: Resolution 2024-79 Authorizing Examination of Sales or Transactions and Use Taxes Records.