



Town Council Meeting Minutes

August 25, 2026, 5:00 PM

Town Hall | Council Chambers | 10183 Truckee Airport Road, Truckee, CA, 10295 Snowshoe Circle, Truckee, CA, and 4644 Montebello Place, Whistler, British Columbia, V0N1B4 Canada

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.

Absent: Council Member Zabriskie.

Staff Present: Paul Bancroft, Neighborhood Services and Sustainability Director; Denyelle Nishimori, Community Development Director; Kelly Carpenter, Town Clerk; Andy Morris, Town Attorney; Hilary Hobbs, Assistant Town Manager; Danny Renfrow, Chief of Police; Jen Callaway, Town Manager; Becky Bucar, Public Works Director/ Town Engineer; Conor Drewes, IT Systems Analyst; Sarah Ring, Deputy Town Clerk; James Blattler, Emergency Services Manager; Scott Mathot, Engineering Manager; Jenna Gatto, Town Planner; Yumie Dahn, Principal Planner; Nicole Postlewaight, Senior Accountant; Danielle McHugh, Transportation Program Coordinator; Andrea Fernandez Landa, Inclusion, Diversity, Equity & Accessibility Program Analyst II, and Cindy Peterson, Finance Manager.

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

4. **Public Comment:**

Written comment received from: Tommy Christy, Paul Zarubin, Paul Schectman, Ian Marten, and David Mack.

Verbal comment received from: Gordon Kosich, Tommy Christy; Lynn Zarubin, and Paul Zarubin.

5. **Presentations**

- 5.1 Jen Callaway, Town Manager, presented the Employee Incentive Awards.

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

- 6.1 Approved the minutes of August 11, 2026, Regular Meeting.

- 6.2 (1) Adopted Resolutions 2026-37 and 2026-38 requesting the Nevada County Transportation Commission allocate Transportation Development Act funds for fiscal year (FY) 2026/27 for the Truckee Tahoe Area Regional Transit operations; and (2) amended FY 2026/27 Transit Budget.
- 6.3 (1) Authorized the Town Manager to execute side letters with each of the Town's three employee groups providing a one-time adjustment to the annual pay-for-performance pool calculation for evaluation dates July 1, 2026, through June 30, 2027; (2) authorized the Town Manager and Town Attorney to approve minor changes to the side letters prior to execution; and (3) authorized the Town Manager to amend the contracts of the Town's unrepresented employees (department heads) to provide for the same adjustment.

The Consent Calendar carried with the following roll-call vote:

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

Noes: None.

Absent: Council Member Zabriskie.

Abstained: None.

The motion passed: 4 - 0.

7. Discussion Items

7.1 Adopt Resolution 2026-46, Approving the Truckee Railyard Hotel.

Recommended Action: That Council adopt Resolution 2026-46, thereby: (1) upholding the Planning Commission's decision to approve the Truckee Railyard Hotel; (2) denying the appeal of the Planning Commission's decision; (3) determining the project exempt from further environmental review pursuant to California Environmental Quality Act Guidelines Section 15183 and Public Resources Code Section 21166; and (4) approving the Truckee Railyard Hotel Development Permit, Tentative Map, Minor Exception, and Zoning Clearances, based on the findings and subject to the conditions of approval.

Yumie Dahn, Principal Planner, presented from the staff report (presentation on file with Town Clerk).

Scott Mathot, Senior Civil Engineer, and Becky Bucar, Public Works Director/Town Engineer, present for questions.

Bobby Larson, Senior Project Designer, DLR Group, present for questions via Zoom.

Appellant, Kurt Margraf, presented the appeal (presentation on file with Town Clerk).

Dennis Dodds, also presented on behalf of the appellant.

Applicant, Rikesh Patel, presented.

Council Questions:

- The ground-floor areas could accommodate publicly accessible retail, or service uses that activate the frontage.
- Staff confirmed that the off-site parking would require a separate entitlement process.
- The final Parking Management Plan could be reviewed administratively by staff.
 - Should an issue arise between staff and the applicant, further review would be available by the Planning Commission.
- Screening could be provided along the western property line but would need to comply with the applicable Railyard Master Plan and/or historic-district standards.

- The project meets the applicable solar-exposure standard as the Railyard Master Plan does not contain an additional objective shading standard.
- The hotel and residential units are separate development categories.
 - The proposed residential units would be counted against the remaining residential allocation.
- The final Parking Management Plan would address parking valet operations during emergencies, high-demand periods, and snow conditions.

Mayor Klovstad called for a recess at 7:28 p.m.

Mayor Klovstad resumed the meeting at 7:38 p.m.

Mayor Klovstad opened the public hearing asking for anyone wishing to speak in support or opposition to the action stated above.

Written comment received from:

Andrea Batie	Jenna	Patricia Hackemack
Anonymous	Jennifer	Ravn Whittington
Austin Clayton	Kathleen Zemaitis	Rebecca Irelan
Daniel Firepine	Laura Mello	Rikesh Patel
David McCormick	Lori Malone	Ruth Jackson Hall
Dennis Dodds	Marlo Studley	Steve Batie
Eric Foster-Moore	Martha Russell	Tamara Wjendkin
Eric Seel	Melinda Moore	Vanessa Dodds
Esther Stearns	Sophia Heidrich, Mountain Area Preservation	William Kelly
Heidi Kuzma	Nicoletta Carter	Yvonne Moore

Verbal comment received from: Laura Mello, Kathleen Zamias, Celia Klein, Rebecca Ireland of Church of the Mountains, Ruth Cross, Heidi Kuzma, Stephanie Olivieri, Sioban Smart, Dan Firepine, and Nikki Peterson.

Appellant, Kurt Margraf, presented his rebuttal.

Additional Council Questions:

- Staff recommended monitoring actual parking demand and authorizing additional transportation measures if demand exceeded capacity.
- The project would be required to demonstrate compliance with the applicable solar exposure standard during permitting.
- Delaying the off-site parking deadline would not eliminate Town oversight because the parking area would still require applicable entitlements and compliance with the project's conditions of approval.
- Staff confirmed that the Parking Management Plan could be completed before building permit issuance while allowing additional time to entitle and construct any required off-site parking.
- Council could remove the required local car service while retaining the airport shuttle requirement.
- The valet vehicle transfers could be expressly prohibited within the Church Street public parking spaces and right-of-way.
- The applicant voiced his commitment to work with the adjoining property owner, Church of the Mountains, to provide a screening element along the western side of the project.

- Staff confirmed that the conditions could allow publicly accessible retail, service, wellness, gallery, or similar ground floor uses.
- Staff confirmed that alternative designs for the center portion of the south elevation would be reviewed by the Community Development Director for consistency within the applicable design guidelines.

Council Direction:

- **Revise Condition 36 to require any necessary off-site parking to be entitled, constructed, and operational before issuance of a certificate of occupancy rather than before issuance of a building permit.**
- **Require the final Parking Management Plan to be completed before issuance of a building permit but exclude the specific component that depends on the final number of required off-site parking spaces..**
- **Retain staff review of the final Parking Management Plan and require ongoing monitoring and adjustment if parking demand exceeds capacity, with Planning Commission review if necessary.**
- **Remove the required car service program while retaining the airport shuttle requirement.**
- **Prohibit valet operations, including vehicle transfers, within the public right-of-way and public parking spaces along Church Street.**
- **Allow flexibility for publicly accessible retail, service, wellness, art-gallery, or similar ground floor uses that activate the street frontage within the tenant space on the northeast corner of the project.**
- **Retain Condition 53 without amendment, with the applicant committing on the record to work with the adjoining property owner, Church of the Mountains, to provide a screening element along the western side of the project.**

The staff recommendation with modifications was moved by Council Member Polivy, seconded by Council Member Romack, and adopted with the following roll-call vote:

Ayes: Council Member Polivy, Council Member Romack; Vice Mayor Henderson, and Mayor Klovstad.
 Noes: None.
 Absent: Council Member Zabriskie.
 Abstained: None.
 The motion passed: 4 - 0.

Mayor Klovstad called for a recess at 9:16 p.m.

Mayor Klovstad resumed the meeting at 9:23 p.m.

7.2 Fee Schedule Update.

Recommended Action: That Council conduct a public hearing and adopt Resolution 2026-45 approving an inflationary adjustment, additions, and corrections to the Town Wide Fee Schedule.

Mayor Klovstad opened the public hearing asking for anyone wishing to speak in support or opposition to the action stated above.

Seeing none, Mayor Klovstad closed public comment.

- Item 7.2 was continued to the September 8, 2026, meeting.

7.3 Language Access Plan.

Recommended Action: That Council adopt the Language Access Plan (LAP) and direct staff to

implement the LAP as a framework for providing more consistent, coordinated, and equitable language access across Town programs, services, and public engagement efforts.

- Item 7.3 was continued to a date and time uncertain.

7.4 Edmunds Loft Project Financing.

Recommended Action: That Council: (1) authorize the Town Manager to execute financing and loan documents for the Town to serve as lender for the Edmunds Loft Deed Restricted Housing Project on Town-owned land; (2) amend the General Fund budget by \$2.7 million to fund the proposed loan; and (3) amend Capital Improvement Project C2013, Public-Private Partnerships for Workforce Housing Development, by \$15,000 for loan administration and legal costs funded by the General Fund.

Hilary Hobbs, Assistant to the Town Manager, presented from the staff report (presentation on file with Town Clerk).

Mayor Klovstad opened the item for public comment.

Verbal comment received from: Hayes Parzybok with Paradigm8 (P|8).

Mayor Klovstad closed public comment.

Council Direction:

- **Requested that upcoming Homegrown Housing and related work plan efforts identify alternative financing approaches to avoid the Town serving as a lending source on future housing projects.**

The staff recommendation was moved by Council Member Romack, seconded by Council Member Polivy, and adopted with the following roll-call vote:

Ayes: Council Member Polivy, Council Member Romack; Vice Mayor Henderson, and Mayor Klovstad.
Noes: None.
Absent: Council Member Zabriskie.
Abstained: None.
The motion passed: 4 - 0.

7.5 Selection of Voting Delegate for League of California Cities.

Recommended Action: That Council: (1) appoint Council Member Lindsay Romack as the voting delegate for the 2026 League of California Cities Annual Conference; and (2) review the resolution packet to provide voting direction.

Kelly Carpenter, Town Clerk, 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:

- **Council directed Council Member Romack to use her best judgment when voting on the pending resolution.**

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

Ayes: Council Member Polivy, Council Member Romack; Vice Mayor Henderson, and Mayor Klovstad.
Noes: None.
Absent: Council Member Zabriskie.
Abstained: None.
The motion passed 4 - 0.

8. Council Reports

Council Member Polivy

- Met with the Contractor's Association Legislative Affairs Committee.
- Participated in multiple calls with constituents and candidates for local office.

Council Member Romack

- Attended the 30th Annual Tahoe Summit.

Vice Mayor Henderson

- Nothing to report.

Mayor Klovstad

- Attended the 30th Annual Tahoe Summit.
- Attended Good Morning Truckee.

9. Adjournment: 9:44 p.m.

To the regular meeting of the Truckee Town Council on September 8, 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