

2020-2021 ANNUAL OPERATING BUDGET  
AND  
FIVE-YEAR CAPITAL IMPROVEMENT PROJECT BUDGET

COUNCILMEMBERS

DAVID TIRMAN  
JESSICA ABRAMS  
TONY COMMENDATORE

MAYOR

DAVID POLIVY  
VICE MAYOR  
ANNA KLOVSTAD

ACTING TOWN MANAGER

DAN WILKINS  
ADMINISTRATIVE SERVICES DIRECTOR  
KIM SZCZUREK

The Town of Truckee completed construction on the Stockrest Spring Roundabout during FY19/20.

The project is one of three finalists for the 31st Annual California Transportation Foundation Awards Program for the “Local Street Project” category. This project was selected by the American Public Works Association Sacramento Chapter as “Project of the Year”.

The project constructed a single-lane roundabout at the intersection of Truckee Way, Stockrest Springs Road, and East Jibboom Street. Work included a pedestrian crossing across I-80, as well as new solar street light installation, landscaping and transit stop. This roundabout is providing access to the Town’s Public Service Center, Truckee Tahoe Humane Society, and the United States Forest Service offices to the east and Coburn Crossing, a mixed-use development that includes a 114-room Marriot Springhill Suites to the west.

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*The Town completed construction of the Envision Donner Pass Road streetscaping project during FY19/20. The project added and renovated sidewalks, relocated utility lines along Donner Pass Road underground, added landscaping and added pedestrian crossings to the road. The project was led by Engineer Scott Mathot.*

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## SECTION 1 - OVERVIEW



*THE TRUCKEE TOWN COUNCIL FOR THE YEAR STARTED JANUARY 1, 2020. FROM LEFT TO RIGHT: TONY COMMENDATORE, COUNCILMEMBER; ANNA KLOVSTAD, VICE MAYOR; DAVID POLIVY, MAYOR; JESSICA ABRAMS, COUNCILMEMBER; AND DAVID TIRMAN, COUNCILMEMBER*

LETTER FROM THE TOWN MANAGER  
RESOLUTION TO ADOPT THE BUDGET  
BUDGET AWARD  
COUNCIL PRIORITIES AND MISSION STATEMENT  
INTRODUCTION TO THE TOWN OF TRUCKEE  
MAP OF THE TOWN OF TRUCKEE  
ORGANIZATION CHART

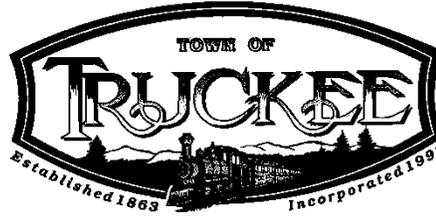


*AS PART OF THE 2019 VETERAN'S DAY EVENT, THE TOWN HOSTED AN ART CONTEST FOR CHILDREN DEPICTING THEIR INTERPRETATION OF A SALUTE TO OUR VETERANS. THE ABOVE PHOTO SHOWS THEN MAYOR DAVID TIRMAN PASSING OUT THE AWARDS TO THE CONTEST WINNERS*

Town Council

David Polivy, Mayor

Anna Klovstad, Vice Mayor

David Tirman, Council Member  
Tony Commendatore, Council Member  
Jessica Abrams, Council MemberDepartment HeadsDan Wilkins, Acting Town Manager  
Andy Morris, Town Attorney  
Randy Billingsley, Acting Chief of Police  
Kim Szczurek, Administrative Services Director  
Judy Price, Communications Director/Town Clerk  
Becky Bucar, Acting Public Works Director/Town Engineer  
Denyelle Nishimori, Community Development DirectorSeptember 3<sup>rd</sup>, 2020

Honorable Mayor and Members of the Town Council

Subject: Fiscal Year 2020/21 Annual Operating and Capital Budget

This has been a novel budgeting season for the Town of Truckee. Due to the uncertainty of the economy caused by the COVID-19 pandemic staff worked with Council to push back the normal budgeting season by three months. Staff has worked hard to meet the challenges presented by this health crisis and analyze the resulting financial impacts. With that, we are pleased to provide the proposed fiscal year 2020/21 Annual Operating and Capital Budgets. This budget includes consideration of the Council's 2020 priorities, direction given at the August 13<sup>th</sup>, 2020 workshop, and direction given at the September 3<sup>rd</sup>, 2020 detailed budget review meeting, as well as direction provided at the various Council meetings throughout the past several months.

There are constraints on General Fund expenditures that have required difficult prioritization discussions amongst many deserving projects and programs. Any additions to funded items, either capital or operations, will need to be offset by reductions in some other area. In staff's view, we simply do not have the resources to continue to add without a commensurate reduction.

Starting from the highest level, the assumptions that staff used in building the budget are outlined here:

1. **Service Assumptions:** Basic Town services will continue to be provided at a similar level as provided in the previous year.
2. **Basic Budgeting Assumptions:** Revenues and expenditures are estimated over a rolling five year period. As a matter of practice, staff attempts to provide a true projection of the future - as a general rule we will be conservative (low) on the revenue side and conservative (high) on the expenditure side. Each year provides an opportunity to "true up" to reality as the five year model rolls forward.
3. **Revenue Projections:** The Town included a 5.2% growth in budget-to-budget property tax, based on the July assessed valuation letter from the County. The County Assessor prepares the assessments in February, which was well before the COVID-19 pandemic began. In a typical budgeting year, the Town does not have the July letter, a closer approximation of the actual property tax assessment, at the time the budget creation.

A 2.9% decrease from estimated actuals has been projected for sales tax. This estimate was developed with the assistance of the Town's sales tax consultant. Although decreases are expected in many categories of brick-and-mortar sales, the losses are expected to be offset by increases in internet sales tax collections, based on the *Wayfair* decision.

The Town has maintained the budget for occupancy tax consistent with fiscal year 2019/20 levels, as it is one of the most reactive revenue sources, with tourism affected by factors ranging from weather, fire conditions and now, health pandemics. A 42% budget-to-budget decrease has been projected for interest due to the depressed investment market conditions, as well as a planned drawdown of the Town's cash available balance for capital work. All other revenue estimates were budgeted conservatively or the budgets take into account the expected impacts of the COVID-19 pandemic on their collections. The budget does not assume any further shut downs.

4. **Labor Cost Assumptions:** Labor costs are modeled based on the contracts in place with the Town's three employee associations. For fiscal year 2020/21 we have included a 1.5% Cost of Living Increase for non-safety (2.1% for safety), 3% pay for performance pool and a 10% increase in health care costs for all employees except the police officers (in accordance with their MOU).
5. **Pension Cost Assumptions (CalPERS):** We have modeled the very significant increasing California Public Employee's Retirement System (CalPERS) retirement costs. As Council is aware, we are anticipating a doubling (an additional \$2 million) of the overall cost of providing retirement benefits to employees over our five year planning horizon. CalPERS' costs are funded via a combination of employee contributions, employer contributions and investment returns. CalPERS has set an aggressive investment return target, called the discount rate, at 7%. When returns come in lower than planned, the Town is expected to pay the difference, with the additional cost spread over a 20 year amortization period. The returns CalPERS has received have fluctuated year over year and fiscal year 2019/20 returns were 4.9%. This shortfall will impact the Town's rates starting in fiscal year 2023/24. Staff has included the projected impacts of this in the five-year budget projections.

These increasing costs and the resulting reduction in net operating revenue will have an effect on the Town's General Fund ability to generate cash to pay for things not in operations including the designation savings and capital projects. We are not in a budget "crisis", but, as identified in the fiscal year 2019/20 budget, we are in a continued budget "belt tightening" that we would not otherwise have to address if the CalPERS rates were stable. Because expenses are predicted to increase faster than revenues during the planning period, the net operating revenue (after operations and debt service) reduces each year – from about \$4.8 million in fiscal year 2020/21 to about \$3.1 million in fiscal year 2024/25. This is concerning for two reasons: the increasing costs will, over time, become larger than the available revenues, and this net operating revenue is what pays for road maintenance and capital projects funded by the General Fund. We have tried to balance and buffer this trend via our employee memorandums of understand and in the five-year budget projections while not impacting existing services and continuing aggressive capital spending. Staff will continue to monitor this trend over the next budget periods.

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6. **General Fund Reserve Assumptions:** New Council assigned reserves in this budget plan include the one-time \$1.42 million savings for sustainability (money that was previously allocated to the Renewable Energy Generation capital project). A \$500,000 Wildfire Deductible has been included as of fiscal year 2021/22, which represents an estimate of the Town's fiscal year 2021/22 deductible and the Town's required spending in the event of a wildfire event before insurance would start coverage. This is an increase from \$10,000 and provides coverage for damage to Town property only.

The Town has maintained a contingency balance since inception in 1993. As of fiscal year 2019/20, the contingency balance was equal to 25% of operating revenues. Due to the ever increasing threat of wildfires and other emergencies and the probable costs associated with any disaster, the contingency has been increased to 40% of operating revenues to ensure the Town has adequate resources to maintain essential operations and provide for additional services in the event of a disaster.

7. **Undesignated Fund Balance Assumption:** In keeping with prior Council direction, a target of \$5 million has been set for the undesignated fund balance. The current plan does result in a single year that is slightly **below this target (\$4.9 million in fiscal year 2023/24)**, while the remainder of the years exceed that target.

#### OPERATING BUDGET HIGHLIGHTS

- **Staffing Changes:** Staff is only recommending the addition of one employee to the budget, a summer seasonal public works employee to help address litter abatement during the summer months. Two employees were added to the Town's overall staffing during fiscal year 2019/20 with Council approval, including a Human Resources Technician and an Assistant Planner.

In order to keep up with the ongoing demand for the **building and safety division**, the Town is filling the Plans Examiner position that has been included in the budget the past several years. This does not represent an overall increase in the Town's budgeted staffing levels. The addition of this employee will reduce the Town's reliance on outside plan review contractors and will shorten the turnaround time on plans submittals.

- **Cumulative Housing Funding:** The five-year total spent on housing related expenditures is over \$13 million. The five-year plan includes not only a Housing operating division, but also infrastructure projects or direct subsidies that support Coburn Crossing (138 rental units mostly for locals), the Artist Lofts (77 affordable units downtown), and the Coldstream affordable housing (48 units). The Town's Planning Division has committed significant efforts to the General Plan update (and Housing Element update) and work with the Town's housing grant consultant. Council should also recall the two very significant State grants we have received (and are using) to support affordable housing including nearly \$11 million of general fund funding for both the Railyard and Coldstream developments. The Housing Program Manager has a \$5 million housing program funded via the \$2 million General Fund Housing Designation, the proposed Occupancy Tax revenue measure, and grant sources. Programs include an accessory dwelling unit pilot,

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short-term rental conversion, a feasibility study for housing at the Riverview Corp Yard Location, a down payment assistance program and a deed restriction program, with a small amount of remaining funding to pursue additional programs or initiatives.

- **Cumulative Sustainability and “Keep Truckee Green” Funding:** The five-year total expenditures on projects and programs that support sustainability objectives totals over \$48 million, \$20 million of which is funded in this five-year budget model. The five-year plan includes the ongoing Keep Truckee Green initiatives (see page 9-17 for more details) and the Sustainability Division (see page 9-9 for more details). It also has stream restoration projects, walkability projects (such as Donner Pass Road sidewalks, West River sidewalks), bicycle path improvements, a grant funded project to obtain an electric vehicle and install electric vehicle charging stations in front of Town Hall and a budget for periodic greenhouse gas inventories.

The General Fund funding that was previously allocated to Renewable Energy Generation capital project has been reallocated to the General Fund Sustainability Designation. This designation is currently budgeted to fund two projects, an energy efficiency initiative project to upgrade Town lights to energy-efficient LED fixtures (C1910 on page 11-34) and a diesel conversion project to allow the Town to use renewable diesel on the Town’s fleet (C2021 on page 11-37). Staff is working with the Truckee Donner Public Utilities District (PUD) to potentially provide access to renewable diesel to the PUD fleet as well. The remainder of the Sustainability Designation funding is available for additional projects that may arise that have a meaningful and substantial impact in helping the Town reach its greenhouse gas emissions reduction goals.

There is no single line item in the budget that encompasses the entire sustainability program. This is by design. The Town promotes a culture of sustainability that permeates all aspects of Town operations. While there are dedicated resources, such as the Sustainability division, sustainability is not something that stops after one line item or even one division. From the *Green Procurement* policy to the alternative transportation incentive for employees to the adoption of aggressive greenhouse gas reduction targets, Town staff are working to make sustainability apart of everything we do.

- **Solid Waste Fund:** Recycling and Solid Waste, while not paid for by the General Fund has completed the final phase of its three year phase in of new residential and commercial services. All neighborhoods in Truckee now have access to yard-waste and recycling carts. Solid Waste staff will work to increase participation in the cart program, as well as increasing promoting waste reduction practices.
- **Public Transit:** Based on the new revenue that Town staff was able to secure from the County as part of the Transit Funding Equity Study completed in 2019, the Town is proposing to continue 7am to 7pm service, seven days per week. Additionally, the Town now offers night service during peak tourist seasons. Staff will continue to explore services laid out in the Long Range and Short Range Transit Plans and implement where feasible.

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- **Short-Term Rental and Transient Occupancy:** Based on Council direction staff is working on a revision to the Town's short-term rental ordinance. This revision would implement new requirements for homeowners who operate a short-term rental out of their residence including trash requirements, occupancy limits, parking control, fire-safety standards and a separate noise ordinance. This will be brought to Council in September and if adopted will require additional budget appropriations
- **General Plan Update:** The Planning Division and others (e.g. Engineering, Sustainability, Administrative Services, Communications Department) are immersed in the General Plan update process including a new Housing Element and housing initiatives, an updated Downtown Specific Plan and Climate Action Plan. Increased funding for the General Plan/Environmental Impact Report consultant team is included in the budget for this project.
- Similar to sustainability, there is no one division or line-item budget to point to in terms of **litter and graffiti abatement** and prevention. The Town's litter efforts are handled by a myriad of divisions including the Solid Waste/Keep Truckee Green division, Road Maintenance, Facilities Maintenance, Trails Maintenance, and Engineering. This is to ensure that litter is removed in the most efficient and expedient manner.

The Town's Litter abatement plan is based on recommendations from the Keep American Beautiful national litter study. The study concluded the following four elements are the most effective in litter prevention: 1) Convenient and accessible disposal, 2) Consistent and ongoing clean-up efforts, 3) Landscaping, beautification and ongoing maintenance to set community standards and 4) Awareness and motivational campaigns. Below is a list of the efforts the Town is currently taking:



**Facilities Team:** The Town's facilities crew continues to be the Town's front-line in terms of litter removal. Landscapers and trails maintenance crew pick up litter while completing their regular maintenance duties including emptying public litter containers along the trails and refilling dog poop bag stations. The parking lot maintenance team removes litter from the Town maintained lots on a weekly basis. In community facility district areas (a.k.a. Brickelltown), weekly litter pickups are completed. Staff also removes abandoned yard-sale signs and takes down advertising from electric poles throughout Town. More information on the Facilities division can be found on page 5-35 through 5-39.



- **Large items dumps:** Roads crews continue to respond to reports of large item dumps, such as beds or furniture and retrieve those items and take them to the dump. See page 5-11 for details.

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- **Complaint response:** The Town responds to litter or garbage issues reported using the YourGov app or emailed to [recycle@townoftruckee.com](mailto:recycle@townoftruckee.com)
- **KeepTruckeeGreen.org:** The Town maintained website has a database that residents can use to determine the proper way to dispose of most items, along with listing disposal events and other ways to ‘reduce, reuse and recycle’. See pages 9-19 through 9-23 for more information.
- **Cigarette butt canisters** have been deployed strategically based on a study completed by the Solid Waste staff. Additional canisters are planned to be deployed at identified need sites. See pages 9-19 through 9-23 for more information.



- **Downtown garbage receptacles** are serviced by the Town’s trash hauler, Truckee Tahoe Sierra Disposal at the highest frequency provided by the hauler agreement. Compactor trash and recycling cans have been installed in the Railyard parking areas and the cans along commercial row will be replaced with compactors. These compactor cans have a higher capacity and require lower servicing. Additionally, they solve the issue of under-the-can litter. See C1822 on page 11-22 for more information.

- **Cardboard dumpsters** are available in two locations for 24/7 drop-off. These dumpsters are serviced Monday through Friday and additional dumpsters are available June through September. See page 9-19 for more information.



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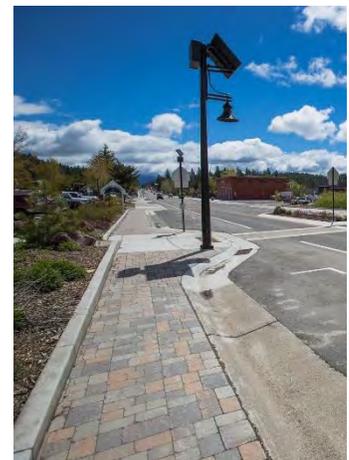
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- **Enforcement:** The Truckee Police Department issues citations to anyone caught in the act of littering and the Town’s Code Compliance team helps to ensure residential and commercial compliance with the Town’s Municipal Code related to proper trash storage. Please call the non-emergency dispatch number to report littering at (530) 550-2320
- **Keep Truckee Green (KTG) outreach:** KTG staff conducts outreach and education efforts via social media, radio ads, trail signs and public engagement events to help promote a “leave no trace” culture throughout the area. They also partner with Take Care Tahoe on a regional collaborative approach to waste and litter reduction. See pages 9-19 through 9-23 for more information.
- **Stormwater Permits:** The Engineering division is responsible for maintaining the Town’s compliance with the National Pollutant Discharge Elimination System (NPDES) (storm water) permits, which requires that the Town monitor and abate litter issues in specific high density or high traffic areas, such as multi-family housing and transit shelters. The Town is required to maintain an A rating in all surveyed locations in order to maintain their annual permit. See pages 5-6 and 5-11 for information regarding the NPDES permit program activities.



- **Single-use Reduction:** Solid waste staff with the support of various community initiatives, has worked to promote single use reduction. In 2013, Truckee became the 89<sup>th</sup> community to ban single-use plastic bags. In 2018, the KTG staff began a re-useable to-go box program that expanded to several restaurants over the past two years.
- **Required Trash Services:** The Town requires that all residents and business subscribe to trash services. These services include two free bulky item pickups per year as well four free garbage pickup overages.
- National studies have shown that **beautification projects** help to set community standards and can prevent litter behavior. The Town prioritizes streetscape project, which besides helping with litter, also provide greater pedestrian accessibility. See pages 11-110 through 11-121 for more information regarding the planned and in-progress streetscaping efforts



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○ **Community Clean-up Engagement:** The Town helps to coordinate an annual street clean-up event the first Saturday in June every year. The 2020 event had record turnout with over 1,000 participants. Despite such high numbers of volunteers, the event collected 17% less waste than compared to the 2019 event. The Truckee Litter Corps (TLC) is a volunteer-led effort that meets the first Saturday of each month, during good weather to clean up Truckee streets and trails. Town staff helps coordinate the location and coordinates hauling of the retrieved litter.

- **Street Cleaning and Culvert Maintenance:** The Road Maintenance division cleans all drainage inlets which not only reduces litter, but helps to keep Truckee's watershed free of pollutants. They also run street sweeping routes. See page 5-11 for details.

- When Town staff is made aware of **graffiti**, the police are dispatched to photograph the graffiti site and open a case. Road maintenance or facilities maintenance staff remove or paint over the graffiti. Police keep the graffiti photos and use it as a cross-reference when perpetrators are located. The Town also employs the use of graffiti-proof paint wherever possible. Graffiti can be reported on the Town Website by visiting: <https://www.townoftruckee.com/i-want-to/report-graffiti>



- At the end of each snow season, the **snow removal maintenance** team cleans up snow disposal areas from items that were trapped in the snow and become loose litter as the snow melts. See page 5-17 for more information regarding the Town's Snow Removal division.

New efforts will include the hiring of an additional summer seasonal employee through the Roads Maintenance division of Public Works to assist with litter removal efforts (see page 5-11); exploration of the need for additional trash receptacles via the Facilities, Trails and Solid Waste divisions; working to expand successful nonprofit litter abatement efforts from South Lake Tahoe to the North Lake Tahoe region (from the Solid Waste division); a regional litter prevention and abatement effort and coordination with many regional partners; additional outreach and education efforts by the KTG team (see the Solid Waste division); development of a reporting app for mobile devices to make reporting of trash issues easier (through the Information Technology division); and exploration of the adopt-a-block program, as well as continuation of the above mentioned efforts.

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- The **Economic Development** Division will continue to pursue a number of initiatives including marketing work with the Chamber of Commerce. The Tourism Business Improvement District (TBID) is up for renewal during fiscal year 2020/21 and Town staff are working closely with the Chamber and the lodging industry to update the TBID to match current Truckee priorities. Town staff continues to work at securing grant funding to help downtown businesses maintain economic viability while still meeting the safety standards as imposed by the Nevada County public health official and the State of California. Efforts are particularly focused on the winter months when outdoor dining is less feasible due to weather conditions. See C2022 on page 11-70 for more information on these efforts.
- **Fleet Replacements:** Fleet replacements are included in the budget per the fleet replacement plan. Ten vehicles have been budgeted for replacement during fiscal year 2020/21. Per the 2017 update to the Town purchasing rules, fleet replacements that are approved in this budget will not be presented to Council for re-approval during the fiscal year unless specifically requested.

#### **CAPITAL IMPROVEMENT PROJECTS THAT ARE INCLUDED AS FUNDED IN THE GENERAL FUND BUDGET**

Major capital projects that will be completed or start construction this year based upon prior Council direction and previous budget approval as follows:

- **Coronavirus Economic Resiliency** – A \$900,000 project has been included that would allow the Town to assist the historic downtown businesses in meeting their obligations under the coronavirus regulations that may be doubly impacted by winter weather conditions. This project anticipates grant funding from Nevada County to assist in these efforts as well as \$300,000 of General Fund funding. The remaining \$200,000 is expected to be funded by CARES act funding passed through from the State of California.
- **New Storage and Garage Building at the Public Service Center** – \$3.6 million has been budgeted for the completion of construction on the new buildings for the Public Service Center. This project was partially funded by a bond issuance and there will be approximately \$284,000 of annual General Fund bond payments for the next twenty years.
- **Significant re-paving and slurry seals** (\$650,000 in fiscal year 2020/21 and \$17,098,000 in fiscal year 2021/22 through fiscal year 2024/25). These projects will pave approximately 30 miles of roadway in addition to the paving work that is part of other projects. The Town previously included annual slurry seal projects as part of the budget. Slurry seals help prolong the life of a road and helps to reduce the frequency of paving projects. The extremely high bid results received for the 2020 slurry seal indicated that it may no longer be cost effective to slurry the roads, rather than waiting for their condition to necessitate re-paving. A 2021 Slurry Seal project has been included in the budget to allow staff to test the market one last time before adjusting the Town's pavement maintenance plan.

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- **Coldstream Road Culvert/Bridge** This \$2.4 million project with \$0 of General Fund funding is included for the bridge project. In conjunction with this project, the Coldstream roundabout is included for construction beginning in fiscal year 2020/21 and is funded with developer and traffic impact fees. This project is necessary infrastructure for the planned community at Coldstream.
- \$2.5 million is provided for the eastern segment of the **Envision Donner Pass Road (DPR)** project including new undergrounding of utilities (construction planned for fiscal year 2022/23 and beyond).
- The wrap-up of the **General Plan** is included with \$685,000 of funding, nearly all General Fund. Council is well aware of the schedule for this very important project for visioning the Town's future. This will include a new Housing Element, updated Downtown Specific Plan and Climate Action Plan. A General Plan/EIR consultant and Project Manager are included.
- **West River Street** - There are three projects included for General Fund funding included in the budget. The **streetscape** plan includes sidewalks, curbs, gutters, utility undergrounding, landscaping and parking improvements from Bridge Street to the Old County Corp Yard site. The total for this project is \$6.6 million (\$3.9 million of General Fund funding). A requisite of this project is the acquisition of Union Pacific property, budgeted as part of the **Town Property Acquisitions project**. The purchase is projected to cost \$2 million, of which the budget projects a \$665,000 General Fund contribution. The budget also includes \$4.6 million for **redevelopment** on the Old County Corp yard parcel to create a river front park and to ready it for visitor-serving commercial river-front uses. These improvements include river park design and improvements. This is also funded primarily out of the General Fund in the amount of \$2.1 million.
- **Railyard Commitment:** Construction of the Railyard continues and the developer has started work on the affordable housing development. The Town has a remaining \$11.1 million commitment to this project including the Church Street Extension and the reconfiguration of the three-way stop at Donner Pass Road and Bridge Street. Past expenditures included a \$1.65 million loan to the developer to assist with the development of the affordable housing units.

#### **A SELECTION OF PROJECTS NOT INCLUDED FOR FUNDING:**

As mentioned above, there are worthy projects for which funding has not been identified and that have been included in the “unfunded” portion of the capital plan. These project represent placeholders and are considered “next-in-line” when additional funding or grant funding is identified or secured. These include:

- Per Council direction, staff will begin exploring a **downtown railroad pedestrian crossing** project. The current unfunded estimate is \$9 million.

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- **Truckee River Trail Phase 4** is partially funded using \$4 million Measure R funds and \$4.7 million unfunded. Actual construction is predicated on procurement of grant or other funding.
- **Eastern Donner Pass Road (DPR) (Envision DPR project)** would continue the work on DPR between Frates Lane and Brickelltown. Utility undergrounding work is partially funded in fiscal year 2022/23 and beyond, while construction of the streetscape portion of this project is currently unfunded.
- Bridge, Jibboom, and Church Street **streetscape improvements** are currently unfunded.
- The **Pioneer Trail & Bridge Street extension**, a \$22 million project that would provide a third entry/exit road from Tahoe Donner includes \$1.6 million of Tahoe Donner TSSA funds and Traffic Impact Fee funds, but is otherwise unfunded.

## CONCLUSION

The Town's proposed annual operating budget and five-year model presents a very fiscally stable organization that continues to provide core community services, such as road maintenance, snow removal, and public safety, as well as significant capital and policy projects planned for completion. The Town continues to experience positive trends in revenue growth, but staff will closely monitor significant revenue sources as well as outside pressures on expenditure levels for employee retirement in order to be best prepared for changes in financial resources.

Thank you for this opportunity to serve the community.

Sincerely,



Daniel Wilkins

Acting Town Manager

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**TOWN OF TRUCKEE  
California**

**RESOLUTION 2020-70**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF TRUCKEE**

**WHEREAS;** the Town of Truckee is a fiscally responsible public entity and is required to adopt an annual operating and capital budget; and

**WHEREAS;** the budget includes estimated personnel costs based on an approved Job Classification List with established salary ranges; and

**WHEREAS;** on the 10<sup>th</sup> day of March 2020 the Town Council declared a state of emergency related to the COVID-19 pandemic; and

**WHEREAS;** on the 26<sup>th</sup> day of May 2020 the Town Council adopted resolution 2020-37 approving an operating and capital budget for the months of July, August, and September 2020.

\*\*\*\*\*

**NOW THEREFORE BE IT RESOLVED**

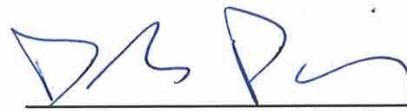
1. That said Annual Operating and Capital Budget for fiscal year 2020-21, including proposed personnel changes, is hereby approved and adopted superseding budget authority previously adopted under resolution 2020-37; and
2. Estimated actual amounts for the fiscal year 2019-20 Capital Improvement Projects are adopted as amended budget amounts.

**The foregoing resolution was introduced by Council Member Tirman, seconded by Council Member Abrams, at a regular meeting of the Truckee Town Council, held on the 22 day of September 2020 and adopted by the following vote:**

**AYES: Council Member Tirman, Council Member Abrams, Council Member Commendatore, Vice Mayor Klovstad and Mayor Polivy.**

**NOES: none.**

**ABSENT: none.**



\_\_\_\_\_  
David Polivy, Mayor

**ATTEST:**



\_\_\_\_\_  
Judy Price, MMC, Town Clerk

**TOWN OF TRUCKEE BUDGET AWARD FOR THE FY 2019-2020 BUDGET  
EXCELLENCE AWARD FROM THE CALIFORNIA SOCIETY OF MUNICIPAL FINANCE OFFICERS**

*California Society of  
Municipal Finance Officers*

*Certificate of Award*

***Operating Budget Excellence Award  
Fiscal Year 2019-2020***

*Presented to the*

***Town of Truckee***

For meeting the criteria established to achieve the CSMFO Excellence Award in Budgeting.

*January 31, 2020*



*Steve Heide*

**Steve Heide  
CSMFO President**

*Yolanda Rodriguez*

**Yolanda Rodriguez, Chair  
Recognition Committee**

***Dedicated Excellence in Municipal Financial Reporting***

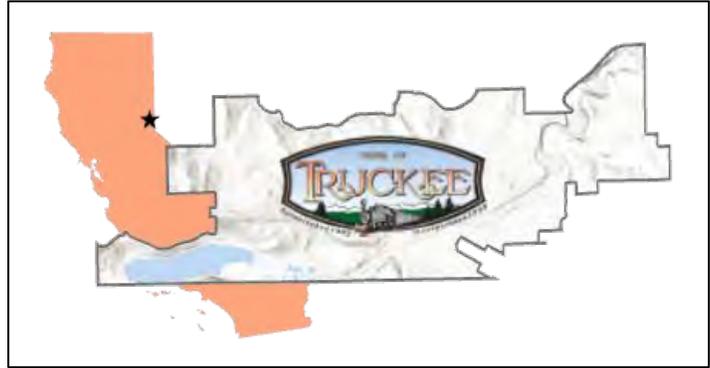
# COUNCIL PRIORITIES AND MISSION STATEMENT FY 2020/21



## INTRODUCTION TO THE TOWN OF TRUCKEE

The Town of Truckee is an incorporated town in Nevada County, California. Situated in a valley containing Donner Lake, bisected by the Truckee River, and surrounded by the majestic Sierra Nevada mountains, Truckee’s location affords its residents and visitors diverse and readily accessible outdoor recreation and inspiring natural beauty.

Truckee has a total area of 33.7 square miles and sits at almost 6,000 feet elevation. The town experiences snowy, cold winters, and dry summers. With an average of 245 days of sunshine and 194 inches of snowfall a year, Truckee is a popular destination for both winter and summer recreation. In recent years Truckee has been named the “Coolest Ski Town in North America,” one of the “Top Ten Coolest Outdoor Towns in America,” and one of the “Most Majestic Mountain Towns in America,” among other recognitions.



Additionally, Truckee has a significant density of art and culture, including numerous working artists, galleries, a maker space, public art installations, and many annual cultural events and performances. In 2017 Truckee was awarded designation as one of California’s fourteen inaugural Cultural Districts by California Arts Council.

### History:

Recently listed on the National Register of Historic Places, Truckee’s identity is rooted in its history as a logging town and settlement for construction of the transcontinental railroad in the 1860s, and the location of the infamous Donner Party tragedy.



The community of Truckee experienced significant population growth beginning in the 1980s, growing by 357% from 2,389 in 1980 to 8,541 in 1990. Truckee voters approved its incorporation in 1993, becoming one of a select group of communities that have chosen to be known as a Town, rather than a City. While there were many reasons for incorporation, the most discussed issues were a desire for road improvements, a strong locally based land use planning process, and improved law enforcement.

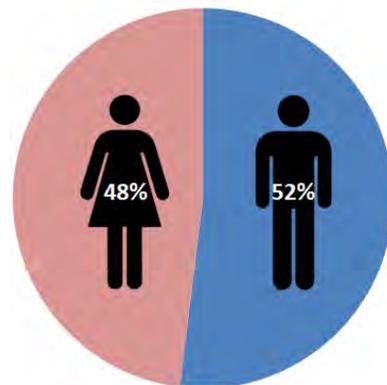
### DEMOGRAPHIC PROFILE:

ESTIMATED POPULATION  
AS OF JANUARY 1, 2020:

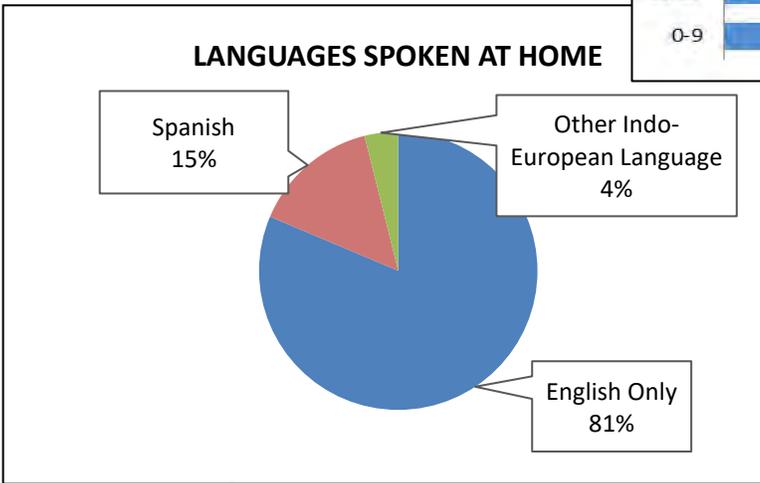
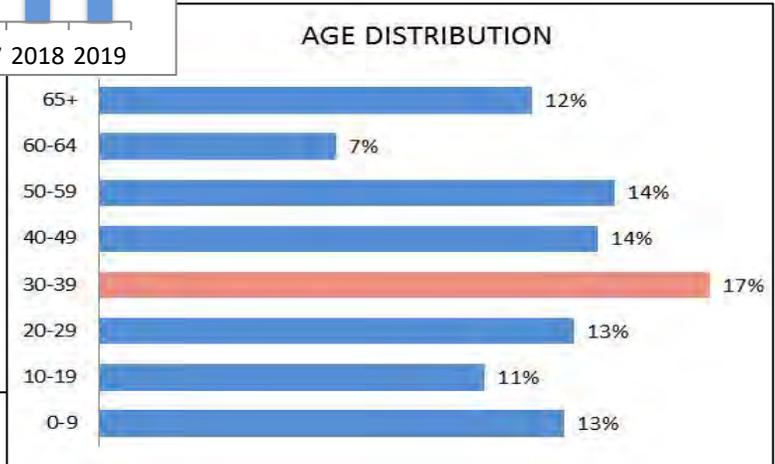
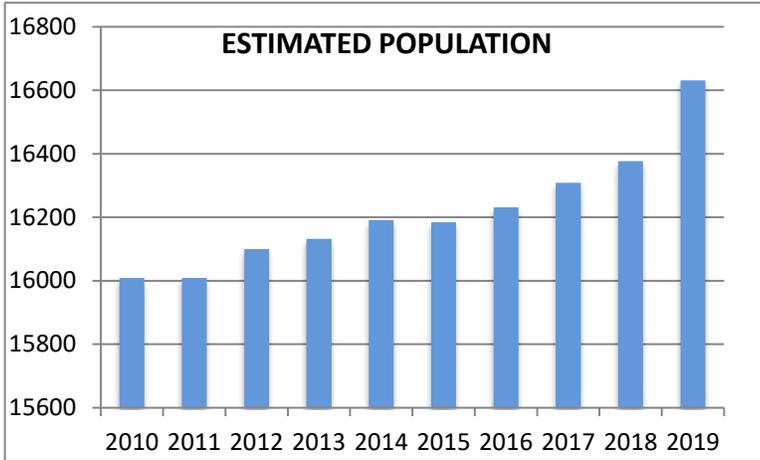
**16,613**

MEDIAN AGE:

**38**

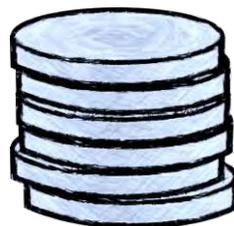


## INTRODUCTION TO THE TOWN OF TRUCKEE



**Median Household Income**

**\$93,808**



**Poverty Rate: 7.7%**

**55.6%**

higher than the national median

**31.7%**

higher than the state median

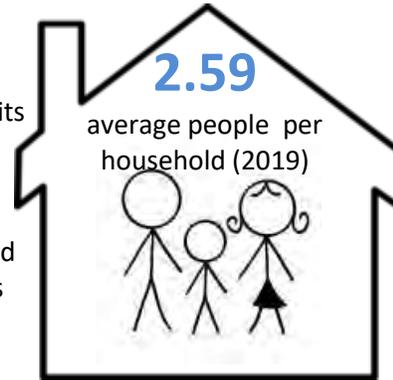
## INTRODUCTION TO THE TOWN OF TRUCKEE

The vacancy rate relates to the percentage of housing units that are not occupied full-time. For Truckee, this is primarily due to the high rate of second homeownership and properties used for short-term vacation rental.

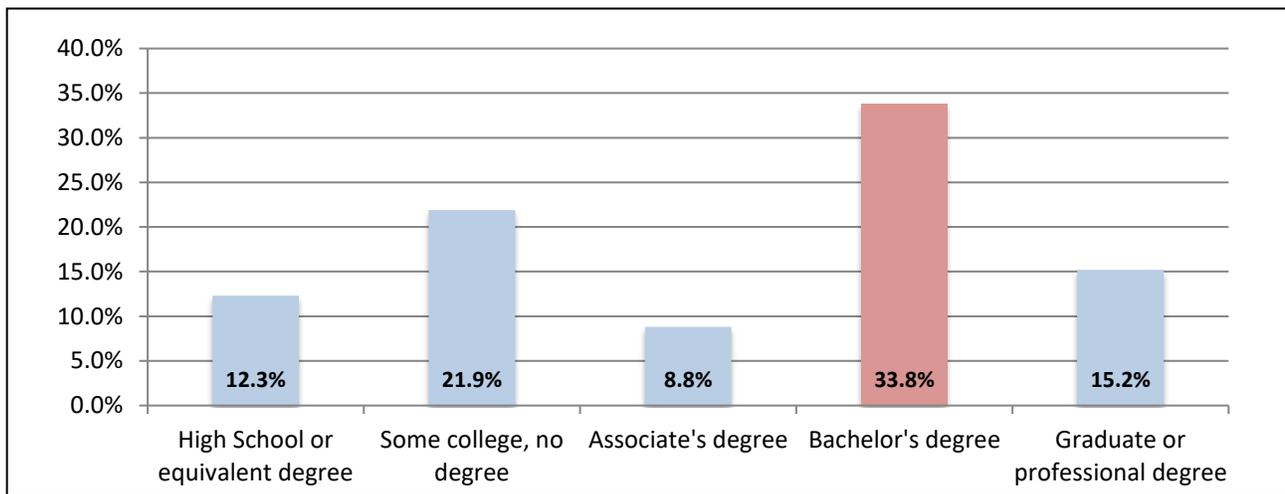


**13,401**  
Total Housing Units

**380**  
Income-restricted affordable units



### EDUCATIONAL ATTAINMENT



**Employment:** The Town of Truckee is a major tourist destination and therefore a large part of the economy is service based. The top five occupational categories are Office and Administrative Support (12.2%); Executive, Managers, and Administrators (11.7%); Sales (10.9%); Construction and Extraction (7.3%); and Food Preparation and Serving (5.8%). The Town’s Economic Development Division works in conjunction with the Truckee Chamber of Commerce to market Truckee as a desirable place to run a business. The Division also works with the Sierra Business Council’s Small Business Development Center, which provides training and support to new businesses and local business owners.

Located only three hours from the San Francisco Bay area and Silicon Valley, in recent years Truckee has experienced an increase in the number of “remote workers” who have location-flexible jobs and live either full-time or part-time in Truckee. This trend has increased substantially during the COVID-19 pandemic, contributing to an already hot housing market.

- **Housing:** Truckee’s high cost of housing is a significant factor in employee recruitment and retention, and impacts quality of life in Truckee. For this reason, housing has been a top priority for the Town for several years, and the Town of Truckee is proactively developing a suite of innovative, proactive programs to facilitate workforce housing solutions.

## INTRODUCTION TO THE TOWN OF TRUCKEE

- Recreational Opportunities:** The climate in Truckee lends itself to a wide variety of recreational opportunities for residents and visitors alike. The Town maintains 12.5 miles of paved trail systems. Maintenance includes snow removal during the winter months and sweeping and slurry sealing in the non-winter months. There is a separate public entity that manages all other municipal recreational facilities within the Town, the Truckee Donner Recreation and Parks District. There are more than a dozen ski resorts located in or within driving distance of Truckee, which is a major draw for tourists during the winter months. Donner Lake is located within the town limits, and is primarily under the management of the Department of Fish and Wildlife. Many special events occur in Truckee at the lake, in the winter snow, on the trail systems and parks, such as races and sports tournaments, outdoor concerts, and water events at Donner Lake.
- Safety:** The Town maintains its own Police Department that is made up of Operations, Support Services, Animal Services, and Parking Services. The Town's safety is augmented by California Highway Patrol who patrols Interstate 80 and the Nevada County Sheriff's Department that has a small station within the city limits. The Police Department is comprised of 25 sworn personnel, including two detectives, a school resource officer, and two traffic officers. The force also offers an alternative patrol service which includes bike patrol on the Town's trail systems and boat patrol on Donner Lake. In addition, the Department has two Community Safety Officers that support in the field and with animal calls for service.



### MISSION STATEMENT – THE TRUCKEE WAY

Since incorporation, the Town of Truckee staff and decision-makers have embraced a set of operating principles known colloquially as “The Truckee Way”:

We will treat everyone, and their point of view, with respect, courtesy, and fairness. We will approach issues with creativity and innovation. We will conduct ourselves, and the Town's business, according to the highest ethical standards. We will encourage the free exchange of ideas and information by open and honest communication. We believe that non-adversarial dispute resolution results in the most effective community, decision-maker and employee involvement in the Town and its future.

A set of core values shape the Town's approach:

Clear Priorities – When the Town incorporated, the citizens made it clear that their priorities included roads, snow removal, law enforcement, and land use planning and building. Considerable efforts over many years have combined to fulfill those priorities. While the Town's priorities have expanded over time to include services like bike paths and trails, solid waste and transit support, establishing clear priorities continues today, with an annual Council priority-setting retreat, transparent budget workshops and robust community participation, outreach and communication efforts.

## INTRODUCTION TO THE TOWN OF TRUCKEE

No Surprises – Everyone working for the Town and making decisions is committed to a “No Surprises” policy. Early warning of potential problems or upcoming issues is mandatory.

Community Outreach, Involvement and Transparency – The Town views itself as part of a larger family which makes up the community. When a community concern arises, the Town believes its role is to reach out and actively engage all segments of the community in an open and transparent dialogue.

Non Adversarial Decision Making - The Truckee Way relies on a consensus-seeking decision making process modeled on the concept of interest based negotiation, developed some years ago by Roger Fischer and William Ury of the Harvard Negotiation Project. Interest based policy negotiations relies on six fundamental principles:

1. Separate the people from the problem – no personal attacks or assignment of blame.
2. Focus on the interests of those involved, not positions they may take - the process looks for a “wise” outcome that tries to meet multiple interests.
3. Invent options for mutual gain – many options will be considered to solve the problem or develop the policy.
4. Use objective criteria to create and measure potential options and solutions –entrenched positions, inaccurate or misleading information and simply the “loudest voices” will not be the basis for decisions.
5. First, listen carefully to understand; then speak to be understood – listen actively, communicate openly and transparently.
6. Solutions are built upon establishing trust and working relationships between interested (and sometimes opposing) participants.

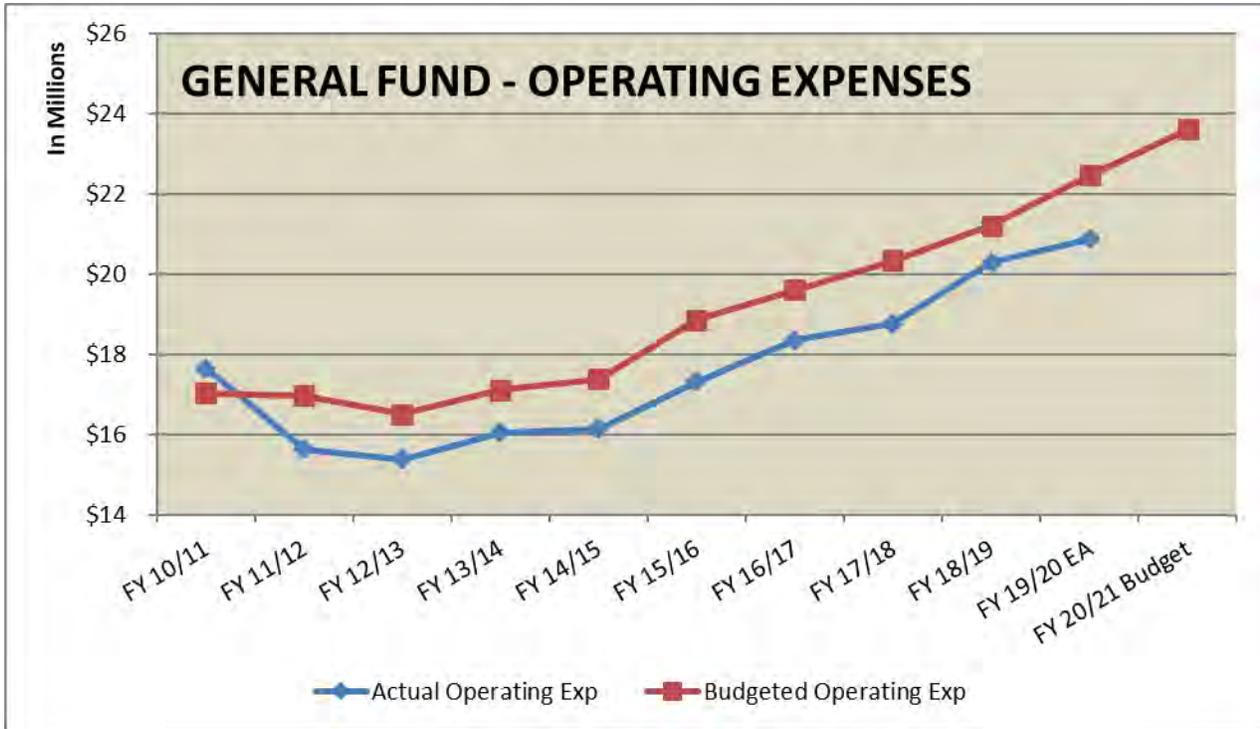
As with any dispute resolution mechanism, applying these principles is not a panacea. It is, however, preferred over the other alternatives available to the Town. Applying the Truckee Way requires constant re-commitment, effort and learning. The rewards to date for both the Town and the community have proven well worth the cost.



## INTRODUCTION TO THE TOWN OF TRUCKEE

### FINANCIAL TRENDS –

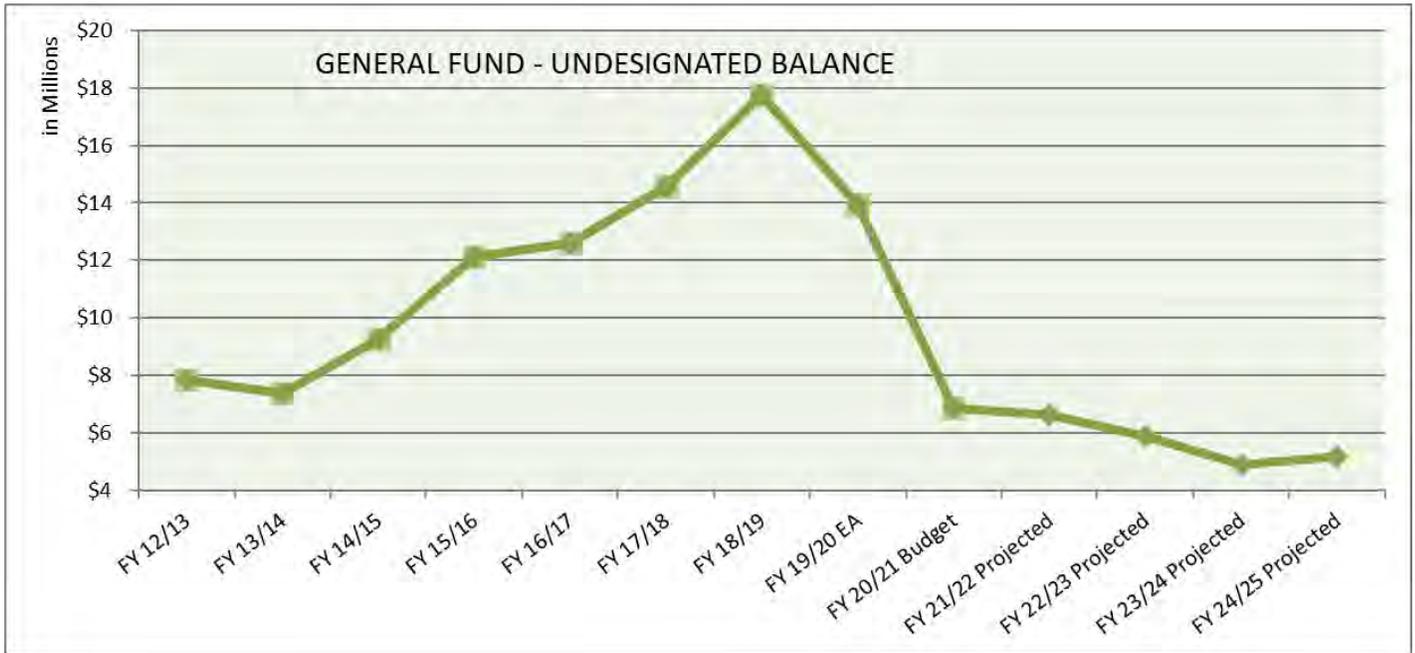
**Total Operating Expenses:** The Town’s total general fund operating expenses have gradually increased over the past 10 years. The Town has a practice of budgeting expenses conservatively, as is evident when comparing the budgeted operating expenses (red) to the actual and estimated actuals (blue) for the respective years. The Town works to ensure that expenses are only increased commensurate with the ability to offer additional services to our citizens.



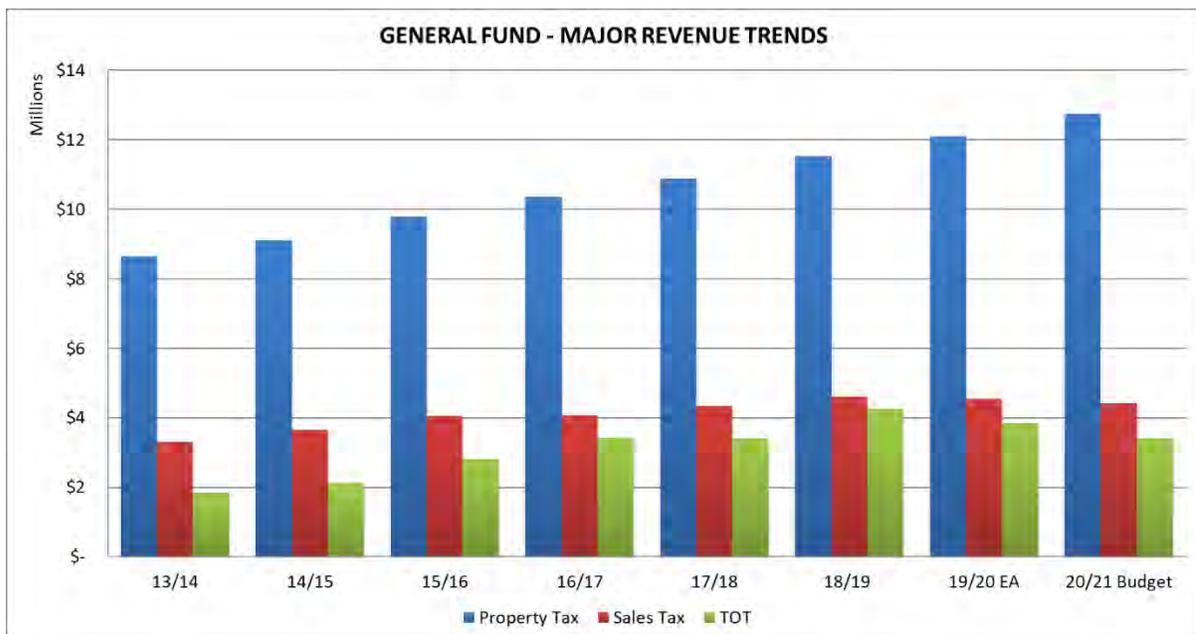
**General Fund – Undesignated Balance:** Any revenue collected in excess of expenses accumulates in the General Funds fund balance. This money is available for capital projects, emergency spending or other one-time expenses.

Council has discretion over these available funds and has designated funds towards specific future projects or programs. Council has accumulated \$20.6 million in various designations and contingencies, which could fund future capital projects or provide for the Town’s operating expenses, in case of emergencies. The current five year budget model, has plans to spend \$12.5 million of General Fund undesignated cash (both currently available and expected to be available) during the period between FY19/20 and FY24/25 with the bulk of the spending planned for FY20/21 (\$10.9 million).

### INTRODUCTION TO THE TOWN OF TRUCKEE

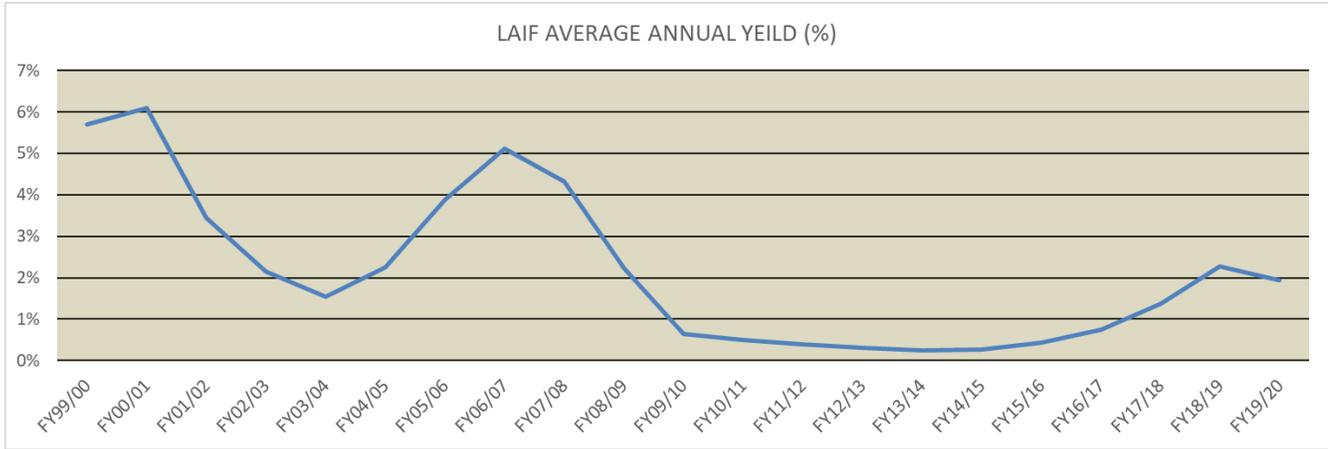


**General Fund – Major Revenue Sources:** The Town of Truckee relies on three main sources of revenue to fund operations: property tax, sales tax and transient occupancy tax (TOT). Staff monitors these sources closely in order to develop accurate budgets. Although the Town experienced decreases in all three sources as a result of the Great Recession, there has been a pattern of increase in the past eight years that have brought these revenue sources, not only to amounts seen prior to the Recession, but higher levels. As a result of the stay-at-home order during FY19/20 related to the COVID-19 health pandemic, there were losses in both Sales Tax and TOT. Additional losses were budgeted for FY20/21 as the economy recovers. Property tax is assessed in February of the year prior and therefore is less elastic to current changes in the economy.

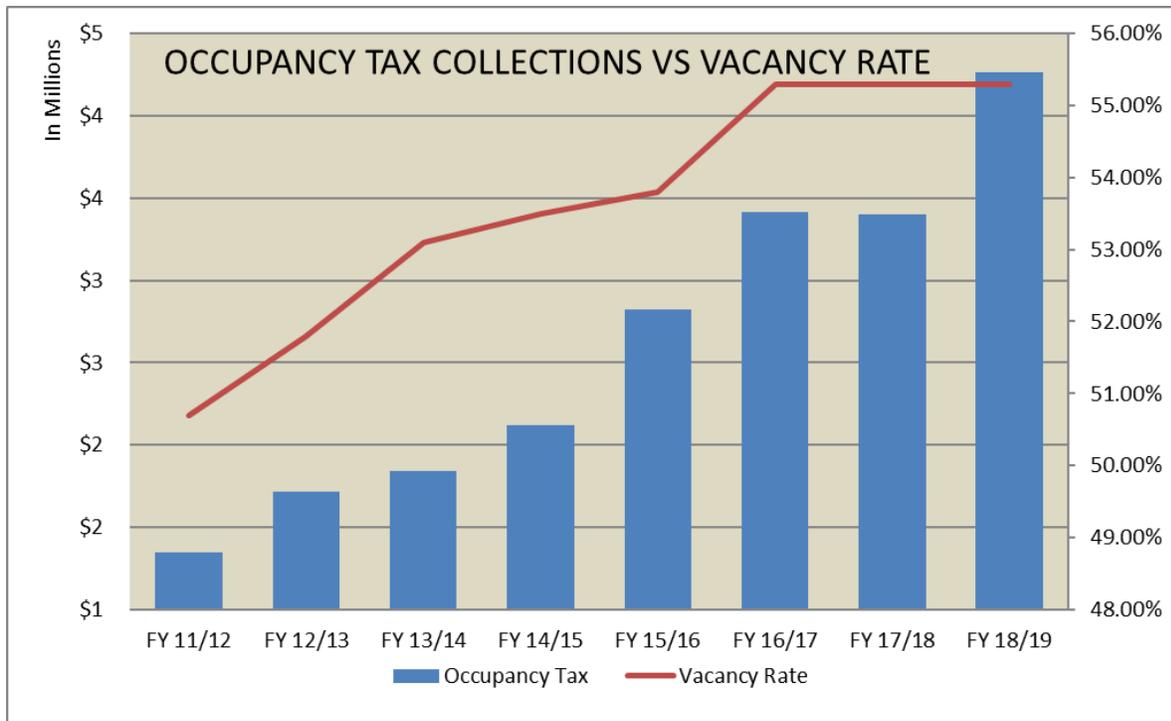


## INTRODUCTION TO THE TOWN OF TRUCKEE

**LAIF Average Annual Yield:** The Town maintains a portion of its cash balance in the Local Agency Investment Pool (LAIF). This pool is maintained by the State of California and acts as a savings and investment account for public agencies. Due to the economic changes, the pool’s rate of return decreased beginning in FY 07/08. Unlike other sources of revenue, investment returns have not returned to pre-recession levels. There was some recover in the rates in FY18/19. Due to the COVID-19 health pandemic and effects of the resulting stay-at-home order on the economy, there was a decrease in interest rates during FY19/20 that is expected to continue through FY20/21.



**Transient Occupancy Tax Collections and the Town’s Vacancy Rate:** Transient Occupancy Tax (TOT) is one of the Town’s three main sources of revenue. The Town has mapped the collections against the estimated vacancy rate (provided by the California Department of Finance). The Town believes that the main driver of vacancy rates for Truckee is second home ownership. The graph demonstrates the correlation between vacancy rate and TOT collections.



## INTRODUCTION TO THE TOWN OF TRUCKEE

### FISCAL HEALTH OF TRUCKEE –

In May of 2014, the League of California Cities completed a Municipal Financial Health Diagnostic test on the Town of Truckee. The diagnostic test looked at three financial contexts: 1) cash solvency – the ability to meet immediate financial obligations – generally over the next 30 or 60 days (i.e. accounts payable, payroll); 2) budgetary solvency – the ability to meet all financial obligations during a budget year; and 3) long-run solvency – the ability to meet all financial obligations into the future. The diagnostic looked at recent past and near future financial measures and indicators to provide an assessment of the Town’s level of financial distress (or continued imbalance between its level of financial commitments and its available financial resources over time) and focused on the General Fund. The Town has reevaluated the diagnostics for the current time period. A review of each question is below the check list.

The diagnostic indicates that the Town is current fiscally healthy.

The California Municipal Financial Health Diagnostic – Financial Distress Checklist		
Measures	1. Does the city have recurring General Fund Operating Deficits?	No
	2. Are the General Fund reserves decreasing over multiple consecutive years?	No
	3. Are General Fund current liabilities (including short-term debt and accounts payable within 60 days) increasing? Are cash and short-term investments decreasing?	Yes
	4. Are General Fund fixed costs, salaries, and benefits increasing over multiple years at a rate faster than recurring revenue growth?	No
	5. Is the General Fund subsidizing other enterprise or special funds?	No
Practices and Conditions	6. Does the City Council have unconstrained authority (could be constrained by charter, contract or law) to make changes (e.g. binding arbitration, minimum spending, minimum staffing or compensation formulas, etc.)?	No
	7. Is the General Fund’s budget repeatedly balanced with reserves, selling assets, or deferring asset maintenance?	No
	8. Is the General Fund’s budget repeatedly balanced with short-term borrowing, internal borrowing, or transfers from special funds?	No
	9. Are General Fund pension liabilities, post-employment or other non-salary benefits repeatedly deferred or have the costs not been determined, disclosed or actuarially funded?	No
	10. Are General Fund debt service payments “backloaded” into future years?	No
	11. Are ongoing General Fund operating costs funded with temporary development revenues?	No
	12. Are Financial Reports repeatedly filed late? (CAFR, Annual Audit, State Controller’s Financial Transactions Report)	No
	13. Are public service levels far below standards needed in the community?	No

## INTRODUCTION TO THE TOWN OF TRUCKEE

1. Does the city have recurring General Fund Operating Deficits?

This question reviews the Town's net true operating deficits or surplus. It includes net operating revenues adjusted to exclude temporary revenues and net operating expenses including any unbudgeted current liabilities. The Town has maintained an operating surplus in the recent past and is projected to maintain a surplus in the near future. In creating the budget, the Town scrutinizes the budgetary surplus and looks for cost control measures to help stabilize the surplus over the five-year budget horizon. For the FY 20/21 annual budget, one of the biggest factors threatening a stable surplus, is the increasing CalPERS pension costs. Management worked with employee associations through contract negotiations in order to help control pensionable wages.

*Score:* Because the Town maintains a relatively stable surplus over the review period, this is not an area of concern for the Town.

2. Are the General Fund reserves decreasing over multiple consecutive years?

This question reviews the Town's unreserved fund balance against the Town's net operating expenses. The unreserved fund balance includes any funds that have been assigned at Council's direction and any unassigned funds. In the recent past, the Town's ending fund balance is relatively stable.

*Score:* The League's diagnostic believes there is need for concern if the unreserved fund balance is 8% or more of the Town's net operating expenses. At the end of the five-year projection, the Town's unreserved fund balance is 98% of the Town's operating expenses. Therefore, this is not an area of concern for the Town.

3. Are General Fund current liabilities (including short-term debt and accounts payable within 60 days) increasing? Are cash and short-term investments decreasing?

This question reviews the Town's liquidity by reviewing cash and short-term investments in relation to the Town's current liabilities. The Town has 10x the cash and short-term investments as it does current liabilities.

*Score:* If the ratio of cash and short-term investments to current liabilities is relatively stable, there is no reason for concern. Because the Town's cash and short-term investments are substantial, this is not an issue of concern.

4. Are General Fund fixed costs, salaries, and benefits increasing over multiple years at a rate faster than recurring revenue growth?

This question deals with the fixed costs and Town's budgetary flexibility. When a Town's fixed costs as a percentage of net operating expenditures are increasing or are over 80% of the total net operating expenditures, this may indicate an unstable financial structure. Fixed costs include salaries, wages, and benefits. They could also include those costs over which the Town has little or no control over in the short-run due to contractual agreements, charter restrictions, or state or federal law. The Town does not have many non-personnel related fixed costs. Personnel and miscellaneous fixed costs make up around 70% of the Town's total net operating costs.

*Score:* The League's diagnostic indicates that this is an area of concern when fixed costs are increasing and are over 80% of total net operating expenses. Since the Town's ratio is relatively stable over the review period and is lower than 80%, it is not an issue of concern.

## INTRODUCTION TO THE TOWN OF TRUCKEE

5. Is the General Fund subsidizing other enterprise or special funds?  
The Town's General Fund does not subsidize any other funds within the Town.  
*Score:* Since there is not General Fund subsidization, this is not an area of concern.
  
6. Does the City Council have unconstrained authority (could be constrained by charter, contract or law) to make changes (e.g. binding arbitration, minimum spending, minimum staffing or compensation formulas, etc.)?  
The diagnostic is looking for any restrictions on the Town Council's authority due to binding arbitration; formulas that require minimum employee compensation, hiring or staffing levels, or spending levels or anything that requires the agreement of others; pledges of general fund support or public facilities as securities for non-general fund debt; or other restrictions.  
*Score:* Since the Town Council's authority is not constrained by any of the above restrictions, this is not an area of concern.
  
7. Is the General Fund's budget repeatedly balanced with reserves, selling assets, or deferring asset maintenance?  
*Score:* Since the General Fund (budgetary or financial year close) is balanced and has been balanced, without the use of reserves, selling assets or deferring maintenance, this is not an area of concern.
  
8. Is the General Fund's budget repeatedly balanced with short-term borrowing, internal borrowing, or transfers from special funds?  
*Score:* The General Fund (budgetary or financial year close) is not balanced with short-term borrowing, internal borrowing or by owing amounts to other funds through pooled cash. This is true over the diagnostic period of review.
  
9. Are General Fund pension liabilities, post-employment or other non-salary benefits repeatedly deferred or have the costs not been determined, disclosed or actuarially funded?  
*Score:* The Town has deferred but reported pension costs, other post-employment benefit liabilities, or risk programs in accordance with Generally Accepted Accounting Principles for government agencies.
  
10. Are General Fund debt service payments "backloaded" into future years?  
*Score:* The General Fund's debt payments are decreasing over the payment schedule therefore this is not an area of concern.
  
11. Are ongoing General Fund operating costs funded with temporary development revenues?  
This question looks at whether or not the Town covers on-going operating costs (other than work associated with that development such as planning or building) or debt service with funding from developer fees or taxes or sales taxes from construction.  
*Score:* The Town is not using these fees to cover operating expenses other than those expenses associated with planning or building staff directly related to development tasks therefore this is not an area of concern.

## INTRODUCTION TO THE TOWN OF TRUCKEE

12. Are Financial Reports repeatedly filed late? (CAFR, Annual Audit, State Controller's Financial Transactions Report)

*Score:* The Town has filed the Annual Financial Report, the Annual Audit and the State Controller's Financial Transactions Report in a timely manner.

13. Are public service levels far below standards needed in the community?

This questions looks at the Town's levels of service related to police staffing, road conditions, and facility maintenance. From a budget perspective, all major services are fully funded. The police department has funding for full staff and expects to be fully staffed during FY20/21. Staffing shortages in prior years were covered by reserve officers or overtime from other staff members.

There are no Town facilities with immediate deferred maintenance needs.

*Score:* Since service levels meet standards, this is not an area of concern.

The diagnostic also reviewed the following warning signs for financial crisis:

1. Failure to pay an undisputed claim from a creditor within 90 days past claim date.
  - The Town of Truckee does not have any unpaid undisputed claims.
2. Failure to forward income taxes withheld or Social Security contributions for over 30 days past the due date.
  - The Town of Truckee is current on all payroll related tax deposits.
3. Failure to make *required* pension fund contributions on time.
  - The Town of Truckee is current on all payments to CalPERS, the Town's pension benefit provider.
4. Missing a payroll for 7 days.
  - The Town has never been late on payroll.
5. General Fund Available Unrestricted Balance for the end of the fiscal year will be negative.
  - For FY18/19, the Town's General Fund Available Unrestricted Balance was \$36,514,412 and is budgeted to be \$29,254,635 for FY20/21. Council has set a goal for the budgeted available undesignated balance to be a minimum of \$5 million over the five-year projection horizon. For FY24/25, staff expects the balance to be around \$5.1 million.

## INTRODUCTION TO THE TOWN OF TRUCKEE

### MAJOR ACCOMPLISHMENTS –

**Comprehensive Annual Financial Report:** Administrative Services produced its first ever Comprehensive Annual Financial Report (CAFR) for FY18/19, a higher level of financial reporting than the annual financial report which the Town previously produced. The CAFR provides readers with additional statistical information regarding the Town’s operations.

**Employee Recruitment:** Human resources assisted with the turnover of 54 employee positions (including seasonal and temporary positions).

**Climate Action Planning:** In FY19/20 the Town completed a targeted public engagement processes for the Town’s first Climate Action Plan and Climate Vulnerability/Adaptation assessment. With over 20 community opportunities for input including workshops, pop-up events, surveys, and advisory committee meetings, these have truly been community-driven processes where the Town has listened and considered all input. The outcomes of these processes will be incorporated within the Town’s 2040 General Plan update



**Sustainability Program Establishment:** In 2019 the Town took steps to organize its sustainability-related projects under a formal Sustainability Program in an effort to enhance coordination, increase public outreach, and amplify impact. This program is led by an interdisciplinary staff team. During FY2019-20 the Sustainability Committee worked with a consultant to oversee the re-branding of the Town’s “Keep Truckee Green” program brand and develop a new Keep Truckee Green website and sustainability metrics dashboard, with an anticipated launch of late summer 2020.

**Housing program:** The Town hired its first Housing Program Coordinator to proactively develop and administer housing solutions. Programs currently recently launched or in the development process include an Accessory Dwelling Unit (ADU) Program, COVID-19 Emergency Rental Assistance, and a Long-Term Rental Incentive Program.

## INTRODUCTION TO THE TOWN OF TRUCKEE



**Transit program expansion-** With the implementation of free fares in 2018, Truckee TART ridership increased by over 30% through December 2019. The Truckee Local Route has expanded service from 9am-5pm six days per week to 7am-7pm seven days per week, and Regional Night Service was implemented in December 2019, providing an important regional connection between North Lake Tahoe and Truckee. Truckee’s Transit Center Relocation Study and TART routing analysis to better serve new developments in Truckee are both currently underway. The Town’s transit program has received \$475,633 in CARES act funding to offset funding reductions

that resulted from COVID-19.

**Envision Donner Pass Road-** This year the Town completed the first phase of the Envision DPR Corridor Improvement Project (the Western Segment), which constructed 8 to 11 foot wide paver sidewalks; bulb outs and raised pedestrian islands at five new mid-block solar-lit paver crossings; parallel on-street parking; consolidated commercial access; transit pull outs; and landscaping. This multi-modal project also including the undergrounding of overhead electric, telephone, and cable utilities. The total cost of the project is estimated to be \$10.8 million, comprised of \$1.5 million in Federal and regional grant funds, \$2.9 million in Measure V funds, \$5 million in General Funds, \$1 million in utility reimbursements, and \$0.2 million in intergovernmental contributions.



**Stockrest Springs Roundabout:** In 2019 the Town of Truckee built a roundabout at the intersection of Truckee Way, East Jibboom Street, and Stockrest Springs Road, providing improved access to the Town’s Public Service Center, Truckee Tahoe Humane Society, United States Forest Service offices, and Coburn Crossing, which is a



mixed-use development that includes a 114-room hotel and 138 residential rental units. Work included a pedestrian connection across Interstate-80 as well as 11 new solar street lights, landscaping, water quality features and transit stops. The total project cost is anticipated to be \$3.7 million, the majority of which was funded with General Fund. This project was one of three finalists for the 31st Annual California Transportation Foundation (CTF) Transportation Awards Program for the "Local Street Project" category.

## INTRODUCTION TO THE TOWN OF TRUCKEE

**Railyard Project redevelopment infrastructure-** While Truckee Development Associates is the Railyard project proponent, the Town has provided funding towards the development of the Phase 1 and 2 infrastructure, which was completed in 2019. Consistent with the Development Agreement, the Town has provided funding for a loan for the Artist Housing (\$1.65 million), the construction of a roundabout at the intersection of Donner Pass Road and Church Street (\$270,000), and construction of streetscape improvements (\$500,000). An additional \$500,000 has also been set aside to facilitate the operation of a theatre.

**Transient Occupancy Tax (TOT) Compliance:** The Town brought 142 short-term rental properties into compliance with the TOT regulations, collecting \$130K in new/back tax revenue, and increasing market equity for those in the tourism industry. The Town also collected \$80K of back taxes from audits of specific properties renting short-term.



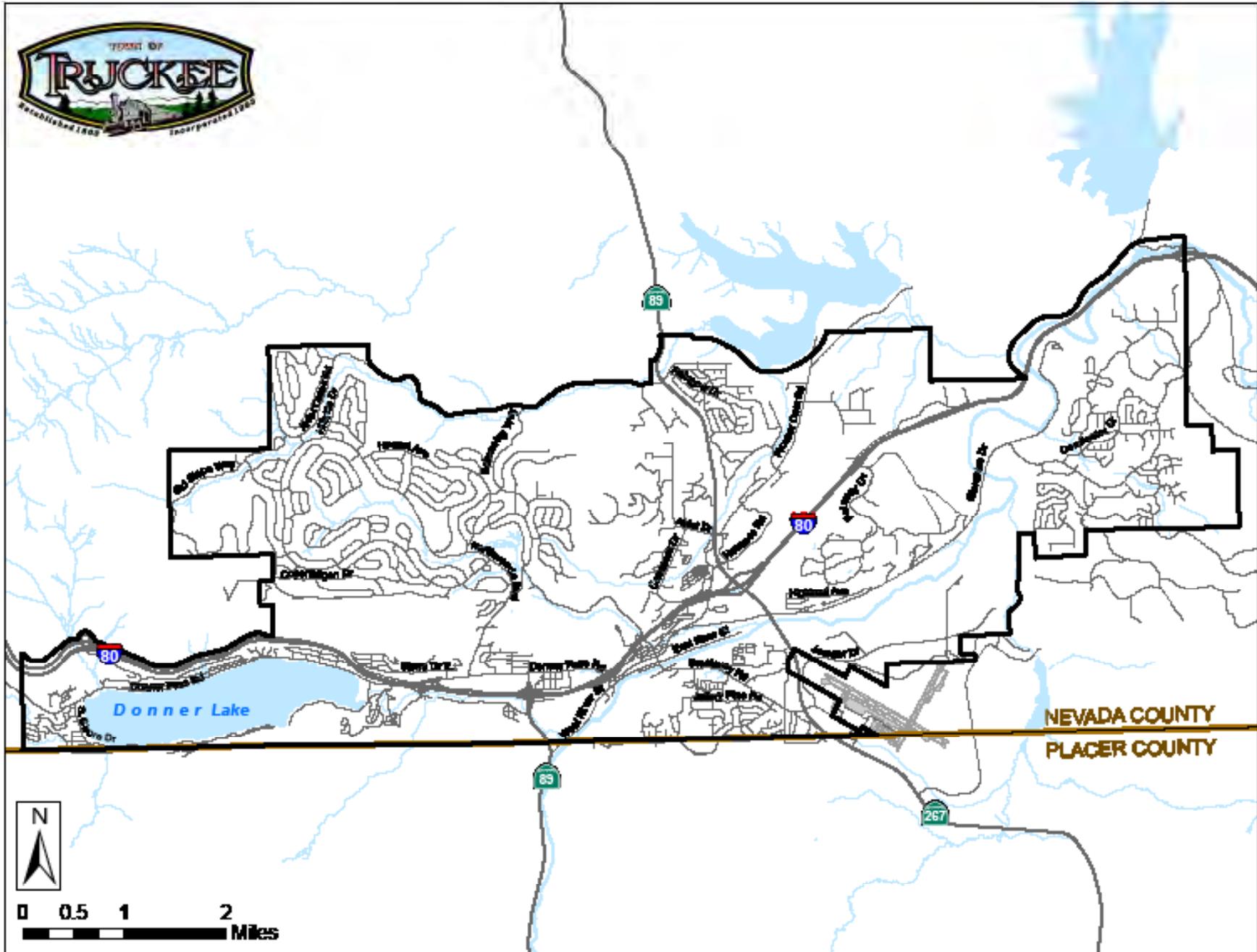
**Supporting Truckee through COVID-19:** During the spring of 2020 the Town of Truckee rapidly adapted its operations to continue Town services and provide additional support to the Truckee community through the COVID-19 emergency. Activities included establishing an Emergency Operations Center, robust public outreach, coordination with local businesses, and close collaboration with Nevada County and other local agencies to ensure comprehensive support and consistent messaging. The Town provided over \$200,000 in funding from the General Fund to provide emergency rental assistance and support to hunger relief programs, small business loans (through Sierra Resiliency Fund) and small business micro grants (through Nevada County Relief Fund). Town operating procedures, public transit operations, employee work schedules, and work from home policies were substantially adjusted to support social distancing and public health protocols, and the Town IT staff rapidly deployed technology to administer online public meetings.



**Disaster Preparedness:** In FY19/20 the Town made substantial progress in disaster preparedness planning. Not only did Town and Emergency Management staff further collaborative efforts with community partners in fuel mitigation, Public Safety Power Shut-Off (PSPS) planning, evacuation planning, and community animal response planning, but they found ways to creatively implement educational campaigns. With the

challenge of COVID-19 limiting events to connect with the community, Town staff and community partners worked together to increase communication. This was supported by the implementation of the new user friendly Police Department website, social media posts, and a county-wide handbook. This resulted in increased subscribers to our emergency alert system Nixle Everbridge.

# MAP OF THE TOWN OF TRUCKEE FY 2020/21



# ORGANIZATION CHART

## FY 2020/21



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## SECTION 2 - SUMMARY



*ENGINEER JESSICA THOMPSON IS CURRENTLY COORDINATING A PARTNERSHIP BETWEEN THE TOWN OF TRUCKEE, THE TRUCKEE DONNER LAND TRUST AND PLACER COUNTY ON THE TRUCKEE RIVER LEGACY TRAIL PHASE 4 WHICH WOULD CONNECT THE EXISTING TRAIL TO SR89 VIA A NEW TRAIL ALONG THE TRUCKEE RIVER OPPOSITE FROM WEST RIVER STREET. SEE CO702 IN THE FIVE-YEAR CAPITAL PLAN FOR MORE DETAILS. ADDITIONAL PLANS BEING COORDINATED BY THE TOWNS MANAGEMENT ANALYST, HILARY HOBBS ARE IN THE WORKS FOR THE CONSTRUCTION OF A RIVERSIDE PARK.*

**TOTAL BUDGET SUMMARY**

**TOTAL OPERATING EXPENDITURES BY ORGANIZATION**

**SUMMARY BY FUND**

**GRANT & LOAN ACTIVITIES**

**FULL-TIME EQUIVALENT HISTORY**

**TOTAL BUDGET SUMMARY  
2020/21 SUMMARY BUDGET**

FUND		2018/19 ACTUAL	2019/20 AMENDED BUDGET	2019/20 ESTIMATED ACTUALS	2020/21 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
<b>REVENUES</b>							
101	<b>GENERAL FUND</b>	29,628,059	28,653,210	29,847,558	29,420,644	-1.4%	2.7%
<b>SPECIAL REVENUE FUNDS</b>							
203	Affordable Housing In-Lieu	266,480	21,217	94,048	22,184	-76.4%	4.6%
204	Air Quality Mitigation	5,144	5,493	36,600	2,835	-92.3%	-48.4%
206	Town Housing Fund	34,964	12,225	13,791	12,303	-10.8%	0.6%
210	Tahoe Donner TSSA	768,724	692,636	689,163	658,805	-4.4%	-4.9%
211	Glenshire TSSA	186,767	188,015	187,573	186,681	-0.5%	-0.7%
212	Brickelltown Maintenance District	75,840	75,093	77,856	89,286	14.7%	18.9%
213	Joerger Ranch Trails Maint District	239	1,592	4	29,652	741204.0%	1762.6%
214	Railyard Maintenance District	-	101,112	101,112	114,345	13.1%	13.1%
218	Donner Pass Road Maint District	-	-	72,932	73,807	1.2%	100.0%
219	Coldstream Maintenance District	-	-	-	17,732		100.0%
250	Gas Tax	2,247,151	2,794,816	2,633,095	2,397,678	-8.9%	-14.2%
252	Measure V Sales Tax	2,801,879	2,626,230	2,592,259	2,451,509	-5.4%	-6.7%
253	Measure R Sales Tax	1,442,651	1,331,544	1,333,160	1,268,332	-4.9%	-4.7%
270	Traffic Impact Fees	2,403,377	1,145,842	2,110,249	3,019,191	43.1%	163.5%
271	Facilities Impact Fees - Law Enforcement	81,145	51,163	87,486	81,100	-7.3%	58.5%
272	Facilities Impact Fees - Animal Services	12,904	10,827	21,678	20,610	-4.9%	90.4%
273	Facilities Impact Fees - Storm Drainage	169,971	195,091	299,628	276,881	-7.6%	41.9%
274	Facilities Impact Fees - General Governmen	211,340	191,033	354,337	253,153	-28.6%	32.5%
<b>CAPITAL PROJECT FUNDS</b>							
200	Capital Improvement Projects	8,646,438	128,475	27,225	-	-100.0%	-100.0%
299	Fleet Replacement Fund	1,060,919	1,084,252	1,084,252	1,084,252		
<b>ENTERPRISE FUNDS</b>							
501	Parking	954,918	953,212	836,825	928,295	10.9%	-2.6%
502	Transit	1,128,449	1,554,126	1,733,565	1,958,185	13.0%	26.0%
503	Solid Waste	4,195,167	4,513,719	4,648,676	5,010,167	7.8%	11.0%
504	Building & Safety	1,959,786	1,907,586	1,996,112	1,807,478	-9.5%	-5.2%
<b>FIDUCIARY FUND</b>							
599	Redevelopment Successor Agency	1,034,866	946,318	985,611	944,088	-4.2%	-0.2%
		59,317,178	49,184,827	51,864,795	52,129,193	0.5%	6.0%
<b>EXPENDITURES</b>							
101	<b>GENERAL FUND</b>	24,996,502	35,780,636	29,076,231	31,146,723	7.1%	-13.0%
<b>SPECIAL REVENUE FUNDS</b>							
203	Affordable Housing In-Lieu	50,000	1,650,000	1,700,000	-	-100.0%	-100.0%
204	Air Quality Mitigation	12,200	5,000	80,794	82,864	2.6%	1557.3%
210	Tahoe Donner TSSA	1,282,134	1,370,950	471,181	1,481,650	214.5%	8.1%
211	Glenshire TSSA	58,145	118,677	12,639	240,647	1804.0%	102.8%
212	Brickelltown Maintenance District	57,788	57,253	72,807	73,627	1.1%	28.6%
213	Joerger Ranch Trails Maint District	22,223	-	-	20,992		100.0%
214	Railyard Maintenance District	6,149	21,000	8,850	123,115	1291.1%	486.3%
218	Donner Pass Road Maint District	-	-	3,500	77,842	2124.0%	100.0%
219	Coldstream Maintenance District	-	-	-	15,746		100.0%
250	Gas Tax	2,187,743	2,928,372	2,355,673	2,560,054	8.7%	-12.6%
252	Measure V Sales Tax	3,726,342	2,701,263	1,680,018	746,680	-55.6%	-72.4%
253	Measure R Sales Tax	245,758	968,511	486,952	946,763	94.4%	-2.2%
270	Traffic Impact Fees	737,214	610,500	735,840	3,658,482	397.2%	499.3%
271	Facilities Impact Fees - Law Enforcement	358,981	40,575	87,486	81,100	-7.3%	99.9%
272	Facilities Impact Fees - Animal Services	104	150	75	150	100.0%	
273	Facilities Impact Fees - Storm Drainage	52,723	62,200	57,000	202,200	254.7%	225.1%
274	Facilities Impact Fees - General Governmen	986,878	177,300	354,337	253,153	-28.6%	42.8%
<b>CAPITAL PROJECT FUNDS</b>							
200	Capital Improvement Projects	10,942,569	597,500	856,122	2,780,000	224.7%	365.3%
299	Fleet Replacement Fund	292,868	1,662,500	1,612,500	1,667,500	3.4%	0.3%
<b>ENTERPRISE FUNDS</b>							
501	Parking	710,332	1,971,313	698,906	2,075,440	197.0%	5.3%
502	Transit	1,202,541	1,812,104	1,497,030	2,011,549	34.4%	11.0%
503	Solid Waste	4,105,531	4,575,119	4,579,376	4,994,527	9.1%	9.2%
504	Building & Safety	1,434,056	1,619,137	1,429,480	1,752,800	22.6%	8.3%
<b>FIDUCIARY FUND</b>							
599	Redevelopment Successor Agency	1,006,171	848,045	877,699	848,041	-3.4%	0.0%
	<b>Total Expenditures</b>	54,474,952	59,578,106	48,734,499	57,841,644	18.7%	-2.9%
	<b>Total Revenue Over (Under) Expenditures</b>	4,842,226	(10,393,278)	3,130,296	(5,712,451)	-282.5%	

**TOTAL BUDGET SUMMARY**  
**2020/21 SUMMARY BUDGET**

FUND		2021/22	2022/23	2023/24	2024/25
		PROJECTED BUDGET	PROJECTED BUDGET	PROJECTED BUDGET	PROJECTED BUDGET
<b>REVENUES</b>					
101	<b>GENERAL FUND</b>	29,940,978	30,370,793	30,987,302	31,520,630
<b>SPECIAL REVENUE FUNDS</b>					
203	Affordable Housing In-Lieu	20,588	19,811	19,959	20,109
204	Air Quality Mitigation	1,546	763	780	797
206	Town Housing Fund	11,609	11,276	11,360	11,445
210	Tahoe Donner TSSA	635,588	611,466	613,576	613,346
211	Glenshire TSSA	184,328	181,434	182,716	183,608
212	Brickelltown Maintenance District	92,137	93,917	95,828	97,774
213	Joerger Ranch Trails Maint District	61,158	62,585	63,837	65,115
214	Railyard Maintenance District	226,459	230,849	235,473	240,184
218	Donner Pass Road Maint District	108,964	111,283	113,492	115,763
219	Coldstream Maintenance District	24,500	25,001	25,550	26,110
250	Gas Tax	2,371,085	2,418,209	2,466,724	2,491,609
252	Measure V Sales Tax	2,650,868	2,711,351	2,769,641	2,796,081
253	Measure R Sales Tax	1,353,368	1,382,528	1,419,659	1,442,598
270	Traffic Impact Fees	1,086,440	1,057,718	1,067,459	1,092,869
271	Facilities Impact Fees - Law Enforcement	50,103	51,476	52,879	54,314
272	Facilities Impact Fees - Animal Services	10,394	10,421	10,681	10,948
273	Facilities Impact Fees - Storm Drainage	157,368	160,248	164,338	168,519
274	Facilities Impact Fees - General Governmen	150,144	154,255	158,456	162,750
<b>CAPITAL PROJECT FUNDS</b>					
200	Capital Improvement Projects	5,135,500	2,409,000	459,000	459,000
299	Fleet Replacement Fund	1,084,252	1,084,252	1,084,252	1,084,252
<b>ENTERPRISE FUNDS</b>					
501	Parking	952,447	971,320	991,206	1,011,327
502	Transit	1,628,036	1,659,139	1,692,321	1,726,168
503	Solid Waste	5,157,935	5,260,048	5,365,029	5,472,623
504	Building & Safety	1,852,194	1,885,726	1,924,077	1,963,140
<b>FIDUCIARY FUND</b>					
599	Redevelopment Successor Agency	970,173	988,467	1,008,185	1,028,295
		<u>55,918,161</u>	<u>53,923,337</u>	<u>52,983,780</u>	<u>53,859,372</u>
<b>EXPENDITURES</b>					
101	<b>GENERAL FUND</b>	28,334,276	29,721,688	30,500,378	29,774,534
<b>SPECIAL REVENUE FUNDS</b>					
203	Affordable Housing In-Lieu	-	-	-	-
204	Air Quality Mitigation	84,331	-	-	-
210	Tahoe Donner TSSA	2,962,650	331,650	645,650	645,650
211	Glenshire TSSA	456,647	10,647	64,147	64,147
212	Brickelltown Maintenance District	75,611	77,654	79,057	80,488
213	Joerger Ranch Trails Maint District	54,127	54,575	54,883	55,196
214	Railyard Maintenance District	138,965	142,518	144,958	147,447
218	Donner Pass Road Maint District	79,852	81,922	83,343	84,793
219	Coldstream Maintenance District	17,421	17,807	18,072	18,343
250	Gas Tax	2,350,568	2,392,180	2,434,623	2,456,270
252	Measure V Sales Tax	3,422,240	4,887,487	2,843,657	2,835,830
253	Measure R Sales Tax	1,275,873	1,407,679	161,931	163,261
270	Traffic Impact Fees	5,918,096	2,507,004	482,284	478,070
271	Facilities Impact Fees - Law Enforcement	592	610	622	635
272	Facilities Impact Fees - Animal Services	155	159	162	166
273	Facilities Impact Fees - Storm Drainage	12,766	23,334	23,381	12,928
274	Facilities Impact Fees - General Governmen	2,369	2,440	2,489	2,539
<b>CAPITAL PROJECT FUNDS</b>					
200	Capital Improvement Projects	5,250,000	2,409,000	459,000	459,000
299	Fleet Replacement Fund	1,000,000	1,030,000	1,050,600	1,071,612
<b>ENTERPRISE FUNDS</b>					
501	Parking	790,224	908,025	895,609	1,023,098
502	Transit	1,956,272	2,033,250	2,082,903	2,121,475
503	Solid Waste	5,135,156	5,290,711	5,329,130	5,438,345
504	Building & Safety	1,722,542	1,805,126	1,861,444	1,923,553
<b>FIDUCIARY FUND</b>					
599	Redevelopment Successor Agency	879,146	910,126	924,538	944,826
	<b>Total Expenditures</b>	<u>61,919,878</u>	<u>56,045,591</u>	<u>50,142,863</u>	<u>49,802,206</u>
	<b>Total Revenue Over (Under) Expenditures</b>	<u>(6,001,717)</u>	<u>(2,122,255)</u>	<u>2,840,917</u>	<u>4,057,167</u>

## HISTORICAL TOTAL BUDGET SUMMARY 2020/21 SUMMARY BUDGET

FUND		AMENDED	PER AUDIT	AMENDED	PER AUDIT
		BUDGET 2014/15	2014/15	BUDGET 2015/16	2015/16
<b>REVENUES</b>					
101	<b>GENERAL FUND</b>	18,156,337	27,543,384	21,292,499	25,295,973
<b>SPECIAL REVENUE FUNDS</b>					
203	Affordable Housing In-Lieu	-	174,809	-	88,576
204	Air Quality Mitigation	1,700	1,939	450	2,763
206	Town Housing Fund	-	34,156	-	10,131
207	Town Hall Bond Reserve Fund	-	314	-	935
208	PEG Fund	-	39,488	-	34,585
210	Tahoe Donner TSSA	605,000	615,467	610,000	639,057
211	Glenshire TSSA	177,000	179,252	179,000	180,284
212	Brickelltown Maintenance District	-	14,786	33,854	33,869
213	Joerger Ranch Maintenance Fund	-	-	-	-
250	Gas Tax	1,579,893	1,431,419	1,238,508	1,431,761
252	Measure V Sales Tax	1,845,000	2,132,678	2,140,000	2,139,309
253	Measure R Sales Tax	-	744,685	1,064,500	999,905
270	Traffic Impact Fees	471,680	826,353	875,000	853,066
271	Facilities Impact Fees - Law Enforcement	46,653	25,144	70,762	40,394
272	Facilities Impact Fees - Animal Services	5,585	11,245	8,472	10,198
273	Facilities Impact Fees - Storm Drainage	85,532	146,753	129,733	134,426
274	Facilities Impact Fees - General Government	86,390	182,122	131,034	149,454
<b>CAPITAL PROJECT FUNDS</b>					
200	Capital Improvement Projects	-	18,087,277	-	13,017,451
299	Fleet Replacement Fund	981,959	956,652	770,907	973,126
<b>ENTERPRISE FUNDS</b>					
501	Parking	577,925	628,713	592,000	748,118
502	Transit	1,334,239	918,179	1,627,449	1,167,523
503	Solid Waste	3,218,964	3,199,837	3,440,336	3,399,475
504	Building & Safety	1,182,543	1,587,705	1,396,450	1,551,884
<b>FIDUCIARY FUND</b>					
599	Redevelopment Successor Agency	1,087,232	1,105,995	1,181,803	1,210,988
		<u>31,443,632</u>	<u>60,588,350</u>	<u>36,782,756</u>	<u>54,113,250</u>
<b>EXPENDITURES</b>					
101	<b>GENERAL FUND</b>	21,856,614	21,451,776	21,819,550	20,372,008
<b>SPECIAL REVENUE FUNDS</b>					
203	Affordable Housing In-Lieu	-	-	-	76,000
204	Air Quality Mitigation	-	-	143,713	39,450
207	Town Hall Bond Reserve Fund	-	284	-	783
208	PEG Fund	-	21,359	-	32,404
210	Tahoe Donner TSSA	2,129,900	1,371,374	1,816,783	474,091
211	Glenshire TSSA	938,147	627,790	340,000	429,212
212	Brickelltown Maintenance District	-	2,994	28,854	36,138
250	Gas Tax	-	1,431,419	1,238,508	1,431,761
252	Measure A/V Sales Tax	6,415,811	4,416,110	3,547,190	896,423
253	Measure R Sales Tax	-	95,407	537,860	316,205
270	Traffic Impact Fees	2,141,689	1,365,563	1,867,110	333,216
271	Facilities Impact Fees - Law Enforcement	-	154	624	-
272	Facilities Impact Fees - Animal Services	-	69	75	-
273	Facilities Impact Fees - Storm Drainage	195,832	417,305	36,145	32,571
274	Facilities Impact Fees - General Government	-	1,119	1,156	-
<b>CAPITAL PROJECT FUNDS</b>					
200	Capital Improvement Projects	22,981,511	17,271,278	18,952,562	12,582,998
299	Fleet Replacement Fund	352,500	150,269	798,747	894,500
<b>ENTERPRISE FUNDS</b>					
501	Parking	593,745	423,385	613,054	497,583
502	Transit	1,495,740	903,940	1,695,799	979,387
503	Solid Waste	3,218,962	3,129,633	3,451,793	3,329,507
504	Building & Safety	1,415,868	1,080,859	1,374,210	1,175,990
<b>FIDUCIARY FUND</b>					
599	Redevelopment Successor Agency	4,554,533	7,352,334	1,203,964	1,140,939
	<b>Total Expenditures</b>	<u>68,290,852</u>	<u>61,514,421</u>	<u>59,467,697</u>	<u>45,071,164</u>
	<b>Total Revenue Over (Under) Expenditures</b>	<u>(36,847,220)</u>	<u>(926,072)</u>	<u>(22,684,941)</u>	<u>9,042,087</u>

## 2020/21 SUMMARY BUDGET

FUND		AMENDED	PER AUDIT	AMENDED	PER AUDIT
		BUDGET 2016/17	2016/17	BUDGET 2017/18	2017/18
<b>REVENUES</b>					
101	<b>GENERAL FUND</b>	22,882,096	25,333,092	25,191,598	27,426,474
<b>SPECIAL REVENUE FUNDS</b>					
203	Affordable Housing In-Lieu	-	1,157,244	-	146,661
204	Air Quality Mitigation	650	6,217	700	49,916
206	Town Housing Fund	-	22,235	9,085	128,263
207	Town Hall Bond Reserve Fund	-	1,621	-	4,359,826
208	PEG Fund	-	17,153	-	22,299
210	Tahoe Donner TSSA	605,000	609,370	628,500	631,177
211	Glenshire TSSA	180,500	179,464	178,100	182,675
212	Brickelltown Maintenance District	69,932	76,092	72,113	66,783
213	Joerger Ranch Maintenance Fund	-	13,141	-	168
250	Gas Tax	1,500,252	1,719,202	2,097,141	2,277,230
252	Measure V Sales Tax	2,238,000	2,374,299	2,343,500	2,568,585
253	Measure R Sales Tax	1,114,500	1,156,419	1,159,000	1,266,809
270	Traffic Impact Fees	825,000	850,457	870,000	1,274,257
271	Facilities Impact Fees - Law Enforcement	75,300	21,841	68,400	28,151
272	Facilities Impact Fees - Animal Services	11,590	10,552	10,600	10,592
273	Facilities Impact Fees - Storm Drainage	116,138	130,768	126,400	150,443
274	Facilities Impact Fees - General Government	127,493	156,431	130,200	167,088
<b>CAPITAL PROJECT FUNDS</b>					
200	Capital Improvement Projects	24,547,555	14,779,229	20,905,361	12,258,923
299	Fleet Replacement Fund	949,125	983,125	1,060,919	1,060,919
<b>ENTERPRISE FUNDS</b>					
501	Parking	648,700	839,206	750,000	968,580
502	Transit	1,302,320	1,036,205	1,340,579	1,085,778
503	Solid Waste	3,491,837	3,445,070	3,596,271	3,665,970
504	Building & Safety	1,476,674	1,543,298	1,500,630	1,859,932
<b>FIDUCIARY FUND</b>					
599	Redevelopment Successor Agency	1,231,848	1,186,929	1,055,649	1,097,703
		<u>63,394,511</u>	<u>57,648,660</u>	<u>63,094,746</u>	<u>62,755,203</u>
<b>EXPENDITURES</b>					
101	<b>GENERAL FUND</b>	32,980,585	26,926,073	28,944,595	23,477,361
<b>SPECIAL REVENUE FUNDS</b>					
203	Affordable Housing In-Lieu	-	42,063	50,000	80,750
204	Air Quality Mitigation	126,547	16,423	80,092	35,002
207	Town Hall Bond Reserve Fund	-	727	-	200,424
208	PEG Fund	-	5,506	-	21,803
210	Tahoe Donner TSSA	1,534,900	962,586	403,009	89,650
211	Glenshire TSSA	158,502	68,618	68,059	71,695
212	Brickelltown Maintenance District	51,407	58,984	60,270	34,366
250	Gas Tax	1,500,252	1,719,202	-	2,182,405
252	Measure A/V Sales Tax	4,466,740	3,496,182	3,584,486	2,790,289
253	Measure R Sales Tax	565,392	361,778	1,291,522	297,229
270	Traffic Impact Fees	1,634,057	777,367	3,135,355	2,092,100
271	Facilities Impact Fees - Law Enforcement	683	-	234,160	45,551
272	Facilities Impact Fees - Animal Services	105	-	85	947
273	Facilities Impact Fees - Storm Drainage	21,054	24,328	21,105	61,484
274	Facilities Impact Fees - General Government	1,157	-	467,241	90,155
<b>CAPITAL PROJECT FUNDS</b>					
200	Capital Improvement Projects	24,547,556	15,272,995	20,905,361	10,942,569
299	Fleet Replacement Fund	824,408	439,445	2,392,500	2,295,881
<b>ENTERPRISE FUNDS</b>					
501	Parking	513,950	658,433	567,637	557,582
502	Transit	1,381,184	1,029,163	1,221,083	1,154,597
503	Solid Waste	3,491,837	3,233,031	3,558,511	3,283,408
504	Building & Safety	1,417,421	1,224,181	1,401,459	1,437,983
<b>FIDUCIARY FUND</b>					
599	Redevelopment Successor Agency	1,149,371	1,131,511	1,062,416	981,308
	<b>Total Expenditures</b>	<u>76,367,108</u>	<u>57,448,594</u>	<u>69,448,947</u>	<u>52,224,540</u>
	<b>Total Revenue Over (Under) Expenditures</b>	<u>(12,972,597)</u>	<u>200,066</u>	<u>(6,354,201)</u>	<u>10,530,663</u>

**TOTAL OPERATING EXPENDITURES BY ORGANIZATION  
2020/21 SUMMARY BUDGET**

	2018/19 ACTUAL	2019/20 AMENDED BUDGET	2019/20 ESTIMATED ACTUALS	2020/21 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
<b>GENERAL GOVERNMENT</b>						
Town Council	126,435	137,760	127,844	141,687	10.8%	2.9%
Town Manager	289,489	332,720	324,092	371,236	14.5%	11.6%
Town Attorney	284,140	380,953	322,579	396,087	22.8%	4.0%
Town Clerk & Communication	511,524	614,139	561,966	667,842	18.8%	8.7%
Administrative Services	1,045,433	1,167,574	1,151,368	1,321,619	14.8%	13.2%
General Government	1,273,658	1,408,385	1,328,308	1,540,642	16.0%	9.4%
Information Technology	549,598	700,332	615,338	722,324	17.4%	3.1%
<b>Subtotal General Government</b>	<b>4,080,277</b>	<b>4,741,863</b>	<b>4,431,496</b>	<b>5,161,437</b>	<b>16.5%</b>	<b>8.8%</b>
<b>PUBLIC WORKS</b>						
Engineering	1,422,276	1,564,987	1,465,089	1,641,294	12.0%	4.9%
Road Maintenance	1,892,412	2,115,848	1,950,830	2,185,432	12.0%	3.3%
Snow Removal	3,335,279	3,304,934	2,915,803	3,297,508	13.1%	-0.2%
Fleet Maintenance	13,748	25,000	-	-		-100.0%
Trails Maintenance	164,320	174,587	166,678	181,792	9.1%	4.1%
Facilities Maintenance	1,410,278	1,424,069	1,299,039	1,487,115	14.5%	4.4%
<b>Subtotal Public Works</b>	<b>8,238,312</b>	<b>8,609,425</b>	<b>7,797,439</b>	<b>8,793,140</b>	<b>12.8%</b>	<b>2.1%</b>
<b>COMMUNITY DEVELOPMENT</b>						
Planning	991,794	1,050,896	994,775	1,290,045	29.7%	22.8%
Building & Safety	1,434,056	1,599,137	1,429,480	1,752,800	22.6%	9.6%
Code Compliance	70,484	80,388	79,472	72,810	-8.4%	-9.4%
<b>Subtotal Community Development</b>	<b>2,496,333</b>	<b>2,730,421</b>	<b>2,503,727</b>	<b>3,115,655</b>	<b>24.4%</b>	<b>14.1%</b>
<b>PUBLIC SAFETY</b>						
Police	5,817,664	6,629,810	6,217,541	6,719,192	8.1%	1.3%
Animal Services	449,193	492,966	460,139	481,816	4.7%	-2.3%
Parking	710,333	2,073,845	698,906	2,120,440	203.4%	2.2%
<b>Subtotal Public Safety</b>	<b>6,977,191</b>	<b>9,196,621</b>	<b>7,376,586</b>	<b>9,321,447</b>	<b>26.4%</b>	<b>1.4%</b>
<b>TRANSIT</b>	<b>1,202,541</b>	<b>1,812,104</b>	<b>1,497,030</b>	<b>2,011,549</b>	<b>34.4%</b>	<b>11.0%</b>
<b>MISCELLANEOUS</b>						
Economic Development	710,799	1,110,963	824,371	1,696,023	105.7%	52.7%
Sustainability	32	152,324	141,137	175,855	24.6%	15.4%
Housing	-	-	-	199,996		
Solid Waste	4,105,531	4,575,119	4,579,376	4,994,527	9.1%	9.2%
<b>Subtotal Miscellaneous</b>	<b>4,816,362</b>	<b>5,838,406</b>	<b>5,544,884</b>	<b>7,066,401</b>	<b>27.4%</b>	<b>21.0%</b>
<b>REDEVELOPMENT SUCCESSOR AGENCY</b>	<b>1,006,171</b>	<b>848,045</b>	<b>877,699</b>	<b>848,041</b>	<b>-3.4%</b>	<b>0.0%</b>
<b>TOTAL OPERATING EXPENDITURES</b>	<b>28,817,187</b>	<b>33,776,884</b>	<b>30,028,861</b>	<b>36,317,671</b>	<b>20.9%</b>	<b>7.5%</b>

**TOTAL OPERATING EXPENDITURES BY ORGANIZATION  
2020/21 SUMMARY BUDGET**

	<b>2020/21 PROPOSED BUDGET</b>	<b>% CHG</b>	<b>2021/22 PROJECTED BUDGET</b>	<b>% CHG</b>	<b>2022/23 PROJECTED BUDGET</b>	<b>% CHG</b>	<b>2023/24 PROJECTED BUDGET</b>	<b>% CHG</b>	<b>2024/25 PROJECTED BUDGET</b>
<b>GENERAL GOVERNMENT</b>									
Town Council	141,687	10.8%	140,193	-1.1%	153,309	9.4%	153,502	0.1%	162,389
Town Manager	371,236	14.5%	387,451	4.4%	399,536	3.1%	412,033	3.1%	423,604
Town Attorney	396,087	22.8%	404,589	2.1%	411,137	1.6%	420,235	2.2%	429,881
Town Clerk & Communication	667,842	18.8%	686,023	2.7%	744,284	8.5%	761,303	2.3%	790,857
Administrative Services	1,321,619	14.8%	1,354,004	2.5%	1,443,945	6.6%	1,510,287	4.6%	1,531,681
General Government	1,540,642	16.0%	1,559,215	1.2%	1,605,209	2.9%	1,647,508	2.6%	1,676,245
Information Technology	722,324	17.4%	755,127	4.5%	811,444	7.5%	847,168	4.4%	859,107
<b>Subtotal General Government</b>	<b>5,161,437</b>		<b>5,286,603</b>		<b>5,568,864</b>		<b>5,752,035</b>		<b>5,873,764</b>
<b>PUBLIC WORKS</b>									
Engineering	1,641,294	3.9%	1,705,513	9.5%	1,866,844	4.9%	1,958,202	1.6%	1,990,316
Road Maintenance	2,185,432	4.7%	2,287,255	7.1%	2,450,395	4.1%	2,550,291	1.3%	2,583,346
Snow Removal	3,297,508	3.1%	3,398,667	5.2%	3,575,018	3.1%	3,685,055	1.2%	3,730,647
Fleet Maintenance	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-
Trails Maintenance	181,792	-0.9%	180,095	5.0%	189,115	2.9%	194,601	0.8%	196,189
Facilities Maintenance	1,487,115	7.1%	1,592,582	4.7%	1,668,194	3.2%	1,721,966	2.3%	1,762,399
<b>Subtotal Public Works</b>	<b>8,793,140</b>		<b>9,164,112</b>		<b>9,749,566</b>		<b>10,110,116</b>		<b>10,262,897</b>
<b>COMMUNITY DEVELOPMENT</b>									
Planning	1,290,045	5.3%	1,358,544	7.0%	1,453,063	4.3%	1,515,297	2.0%	1,545,741
Building & Safety	1,752,800	-1.7%	1,722,542	4.8%	1,805,126	3.1%	1,861,444	3.3%	1,923,553
Code Compliance	72,810	2.3%	74,493	5.9%	78,923	4.4%	82,424	3.5%	85,298
<b>Subtotal Community Development</b>	<b>3,115,655</b>		<b>3,155,579</b>		<b>3,337,112</b>		<b>3,459,165</b>		<b>3,554,592</b>
<b>PUBLIC SAFETY</b>									
Police	6,719,192	3.2%	6,937,344	5.3%	7,306,477	4.1%	7,602,872	5.2%	7,997,755
Animal Services	481,816	5.0%	505,682	4.5%	528,234	3.2%	545,175	3.6%	565,071
Parking	2,120,440	-63%	790,224	14.9%	908,025	-1.4%	895,609	14.2%	1,023,098
<b>Subtotal Public Safety</b>	<b>9,321,447</b>		<b>8,233,251</b>		<b>8,742,736</b>		<b>9,043,657</b>		<b>9,585,924</b>
<b>TRANSIT</b>	<b>2,011,549</b>	<b>-2.7%</b>	<b>1,956,272</b>	<b>3.9%</b>	<b>2,033,250</b>	<b>2.4%</b>	<b>2,082,903</b>	<b>1.9%</b>	<b>2,121,475</b>
<b>MISCELLANEOUS</b>									
Economic Development	1,696,023	106%	881,341	-48%	818,352	-7.1%	835,531	2.1%	846,946
Sustainability	175,855	24.6%	173,049	-1.6%	179,514	3.7%	184,333	2.7%	189,431
Housing	199,996		207,795	3.9%	213,597	2.8%	219,409	2.7%	225,573
Solid Waste	4,994,527	9.1%	5,135,156	2.8%	5,290,711	3.0%	5,329,130	0.7%	5,438,345
<b>Subtotal Miscellaneous</b>	<b>7,066,401</b>		<b>6,397,341</b>		<b>6,502,174</b>		<b>6,568,403</b>		<b>6,700,295</b>
<b>REDEVELOPMENT SUCCESSOR AGENCY</b>	<b>848,041</b>	<b>3.7%</b>	<b>879,146</b>	<b>3.5%</b>	<b>910,126</b>	<b>1.6%</b>	<b>924,538</b>	<b>2.2%</b>	<b>944,826</b>
<b>TOTAL OPERATING EXPENDITURES</b>	<b>36,317,671</b>	<b>-3.4%</b>	<b>35,072,303</b>	<b>5.1%</b>	<b>36,843,828</b>	<b>3.0%</b>	<b>37,940,818</b>	<b>2.9%</b>	<b>39,043,774</b>

## HISTORICAL TOTAL OPERATING EXPENDITURES BY ORGANIZATION 2020/21 SUMMARY BUDGET

	AMENDED BUDGET 2014/15	PER AUDIT 2014/15	AMENDED BUDGET 2015/16	PER AUDIT 2015/16
<b>GENERAL GOVERNMENT</b>				
Town Council	91,975	90,535	95,065	87,506
Town Manager	288,513	285,516	306,336	329,625
Town Attorney	295,016	243,760	286,628	218,911
Town Clerk & Communication	484,604	453,017	493,914	411,119
Administrative Services	1,019,565	987,213	1,133,228	1,210,920
General Government	1,063,519	854,913	1,141,073	973,321
Information Technology	-	-	-	-
<b>Subtotal General Government</b>	<b>3,243,192</b>	<b>2,914,954</b>	<b>3,456,244</b>	<b>3,231,402</b>
<b>PUBLIC WORKS</b>				
Engineering	1,040,088	1,037,668	1,244,867	1,220,004
Road Maintenance	2,014,575	2,205,166	2,055,213	2,004,232
Snow Removal	3,058,524	2,006,867	2,621,881	2,322,341
Trails Maintenance	165,316	127,210	321,614	297,844
Brickelltown Maintenance District	-	2,994	28,854	36,138
Facilities Maintenance	1,235,608	989,657	1,128,358	1,030,033
<b>Subtotal Public Works</b>	<b>7,514,111</b>	<b>6,369,562</b>	<b>7,400,787</b>	<b>6,910,592</b>
<b>COMMUNITY DEVELOPMENT</b>				
Planning	824,874	713,934	835,912	826,126
Building & Safety	1,212,110	1,080,165	1,339,710	1,176,685
Code Compliance	69,374	72,958	62,974	60,652
<b>Subtotal Community Development</b>	<b>2,106,358</b>	<b>1,867,057</b>	<b>2,238,596</b>	<b>2,063,463</b>
<b>PUBLIC SAFETY</b>				
Police	5,491,222	5,299,934	5,545,412	5,448,903
Animal Services	289,320	281,776	334,008	326,075
Parking	488,745	423,385	503,054	497,583
<b>Subtotal Public Safety</b>	<b>6,269,287</b>	<b>6,005,095</b>	<b>6,382,474</b>	<b>6,272,561</b>
<b>TRANSIT</b>	<b>891,027</b>	<b>903,940</b>	<b>1,158,788</b>	<b>979,387</b>
<b>MISCELLANEOUS</b>				
Economic Development	488,089	481,411	1,273,978	540,245
Solid Waste	3,218,962	3,129,633	3,451,793	3,329,507
	<b>3,707,051</b>	<b>3,611,044</b>	<b>4,725,771</b>	<b>3,869,752</b>
<b>REDEVELOPMENT SUCCESSOR AGENCY</b>	<b>4,571,261</b>	<b>1,113,485</b>	<b>1,138,743</b>	<b>1,117,069</b>
<b>TOTAL OPERATING EXPENDITURES</b>	<b>28,302,287</b>	<b>22,785,137</b>	<b>26,501,403</b>	<b>24,444,226</b>

## HISTORICAL TOTAL OPERATING EXPENDITURES BY ORGANIZATION 2020/21 SUMMARY BUDGET

	AMENDED BUDGET 2016/17	PER AUDIT 2016/17	AMENDED BUDGET 2017/18	PER AUDIT 2017/18
<b>GENERAL GOVERNMENT</b>				
Town Council	165,610	138,788	134,296	112,777
Town Manager	321,995	318,620	413,428	330,860
Town Attorney	301,182	220,010	326,693	326,230
Town Clerk & Communication	519,363	474,106	523,627	491,395
Administrative Services	1,222,220	1,192,684	1,329,682	1,350,899
General Government	1,343,867	1,149,040	1,214,611	1,152,555
Information Technology	-	-	-	-
<b>Subtotal General Government</b>	<b>3,874,237</b>	<b>3,493,248</b>	<b>3,942,337</b>	<b>3,764,716</b>
<b>PUBLIC WORKS</b>				
Engineering	1,347,246	1,249,815	1,344,266	1,312,351
Road Maintenance	2,020,166	1,789,508	2,190,761	1,761,893
Snow Removal	2,691,529	3,119,818	2,991,135	2,805,001
Trails Maintenance	161,856	154,677	194,696	22,869
Brickelltown Maintenance District	51,407	58,984	60,270	153,014
Facilities Maintenance	1,283,766	1,183,377	1,305,718	1,269,784
<b>Subtotal Public Works</b>	<b>7,555,970</b>	<b>7,556,179</b>	<b>8,086,846</b>	<b>7,324,912</b>
<b>COMMUNITY DEVELOPMENT</b>				
Planning	1,019,460	896,386	1,076,212	861,893
Building & Safety	1,417,421	1,224,181	1,401,459	1,437,983
Code Compliance	66,271	60,271	69,211	64,834
<b>Subtotal Community Development</b>	<b>2,503,152</b>	<b>2,180,838</b>	<b>2,546,882</b>	<b>2,364,710</b>
<b>PUBLIC SAFETY</b>				
Police	6,050,563	5,364,983	6,094,544	5,723,202
Animal Services	384,185	370,769	428,098	441,721
Parking	513,951	658,433	567,637	557,582
<b>Subtotal Public Safety</b>	<b>6,948,699</b>	<b>6,394,185</b>	<b>7,090,279</b>	<b>6,722,505</b>
<b>TRANSIT</b>	<b>1,134,026</b>	<b>1,029,163</b>	<b>1,221,083</b>	<b>1,154,597</b>
<b>MISCELLANEOUS</b>				
Economic Development	711,462	659,770	694,886	643,552
Solid Waste	3,491,837	3,233,031	3,558,511	3,283,408
	<b>4,203,299</b>	<b>3,892,801</b>	<b>4,253,397</b>	<b>3,926,960</b>
<b>REDEVELOPMENT SUCCESSOR AGENCY</b>	<b>1,149,366</b>	<b>1,107,641</b>	<b>1,054,449</b>	<b>981,308</b>
<b>TOTAL OPERATING EXPENDITURES</b>	<b>27,368,749</b>	<b>25,654,055</b>	<b>28,195,273</b>	<b>26,239,708</b>

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**GENERAL FUND SUMMARY  
2020/21 SUMMARY BUDGET**

	2018/19 ACTUAL	2019/20 AMENDED BUDGET	2019/20 ESTIMATED ACTUALS	2020/21 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
<b>REVENUES</b>						
Taxes	22,059,894	21,332,808	22,173,679	22,269,445	0.4%	4.4%
Intergovernmental	2,118,077	1,889,954	2,129,019	2,080,542	-2.3%	10.1%
Other	2,705,680	2,110,607	2,324,417	1,894,238	-18.5%	-10.3%
Planning Fees	213,894	182,433	217,500	225,000	3.4%	23.3%
Gas Taxes	1,954,543	2,502,955	2,338,785	2,095,054	-10.4%	-16.3%
Transfers	575,971	634,453	664,158	856,365	28.9%	35.0%
<b>Total Revenues</b>	<b>29,628,059</b>	<b>28,653,210</b>	<b>29,847,558</b>	<b>29,420,644</b>	<b>-1.4%</b>	<b>2.7%</b>
<b>EXPENDITURES</b>						
Town Council	126,435	137,760	127,844	141,687	10.8%	2.9%
Town Manager	289,489	332,720	324,092	371,236	14.5%	11.6%
Town Attorney	284,140	380,953	322,579	396,087	22.8%	4.0%
Town Clerk & Communications	511,524	614,139	561,966	667,842	18.8%	8.7%
Administrative Services	1,045,433	1,167,574	1,151,368	1,321,619	14.8%	13.2%
General Government	1,273,658	1,389,685	1,306,138	1,539,763	17.9%	10.8%
Information Technology	549,598	700,332	615,338	722,324	17.4%	3.1%
Engineering	1,422,276	1,564,987	1,465,089	1,641,294	12.0%	4.9%
Road Maintenance	1,892,412	2,115,848	1,950,830	2,185,432	12.0%	3.3%
Snow Removal	3,335,279	3,304,934	2,915,803	3,297,508	13.1%	-0.2%
Fleet Maintenance	13,748	25,000	-	-		-100.0%
Trails Maintenance	164,320	174,587	166,678	181,792	9.1%	4.1%
Facilities Maintenance	1,410,278	1,405,369	1,276,869	1,486,236	16.4%	5.8%
Planning	991,794	1,050,896	994,775	1,290,045	29.7%	22.8%
Code Compliance	70,484	80,388	79,472	72,810	-8.4%	-9.4%
Police	5,817,664	6,629,810	6,217,541	6,719,192	8.1%	1.3%
Animal Services	449,650	492,966	460,139	481,816	4.7%	-2.3%
Economic Development	654,099	744,263	798,371	700,257	-12.3%	-5.9%
Sustainability	32	152,324	141,137	175,855	24.6%	15.4%
Housing	-	-	-	199,996		
<b>Total Operating Expenditures</b>	<b>20,302,313</b>	<b>22,464,534</b>	<b>20,876,029</b>	<b>23,592,791</b>	<b>13.0%</b>	<b>5.0%</b>
Debt Service	647,278	694,726	623,307	952,093	52.7%	37.0%
<b>Total Expenditures</b>	<b>20,949,591</b>	<b>23,159,260</b>	<b>21,499,335</b>	<b>24,544,884</b>	<b>14.2%</b>	<b>6.0%</b>
<b>Operating Rev Over (Under) Expense</b>	<b>8,678,468</b>	<b>5,493,950</b>	<b>8,348,223</b>	<b>4,875,760</b>	<b>-41.6%</b>	<b>-11.3%</b>
Transfer to CIP Fund	4,046,911	12,621,376	7,576,896	6,601,839	-12.9%	-47.7%
<b>Revenue Over (Under) Exp Inc CIP</b>	<b>4,631,557</b>	<b>(7,127,426)</b>	<b>771,326</b>	<b>(1,726,079)</b>	<b>-323.8%</b>	
<b>Savings of General Fund for Specific Purposes</b>						
General Fund Contingency Designation	330,798	227,154	525,740	4,306,368		
Sustainability Designation	-	-	1,420,000	-		
Road Maintenance Reserve	1,250,000	1,250,000	1,250,000	1,250,000		
Economic Development Designation	-	(500,000)	(500,000)	-		
Streetscape Designation	1,000,000	-	-	-		
General Fund Housing Designation	500,000	1,000,000	1,000,000	-		
Town Facilities Improvement Design	100,000	-	-	-		
Truckee Fire Fee Designation	9,463	-	-	-		
Developer Partnership Opp Design	(1,500,000)	-	-	-		
Trails & Open Space (In-Lieu Fee)	-	-	3,031	-		
Pocket Park Designation	-	(18,362)	(16,867)	-		
Self Insured Retention - Liability	-	-	75,000	-		
Self Insured Retention - Workers Comp	-	-	45,000	-		
<b>Subtotal of Savings Programs</b>	<b>1,690,261</b>	<b>2,458,792</b>	<b>4,301,905</b>	<b>5,556,368</b>		
<b>Revenue Over (Under) Expenses Including Savings</b>	<b>2,941,296</b>	<b>(9,586,218)</b>	<b>(3,530,579)</b>	<b>(7,282,447)</b>		

**GENERAL FUND SUMMARY - DETAILED  
2020/21 SUMMARY BUDGET**

	2018/19 ACTUAL	2019/20 AMENDED BUDGET	2019/20 ESTIMATED ACTUALS	2020/21 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
<b>REVENUES</b>						
Taxes	22,059,894	21,332,808	22,173,679	22,269,445	0.4%	4.4%
Intergovernmental	2,118,077	1,889,954	2,129,019	2,080,542	-2.3%	10.1%
Other	2,705,680	2,110,607	2,324,417	1,894,238	-18.5%	-10.3%
Planning Fees	213,894	182,433	217,500	225,000	3.4%	23.3%
Gas Taxes	1,954,543	2,502,955	2,338,785	2,095,054	-10.4%	-16.3%
Transfers	575,971	634,453	664,158	856,365	28.9%	35.0%
<b>Total Revenues</b>	<b>29,628,059</b>	<b>28,653,210</b>	<b>29,847,558</b>	<b>29,420,644</b>	<b>-1.4%</b>	<b>2.7%</b>
<b>EXPENDITURES</b>						
<b>PERSONNEL</b>						
Town Council	46,620	45,585	44,919	49,762	10.8%	9.2%
Town Manager	262,256	296,870	293,942	335,186	14.0%	12.9%
Town Attorney	242,193	271,153	256,679	286,212	11.5%	5.6%
Town Clerk & Communications	453,018	524,365	498,716	570,168	14.3%	8.7%
Administrative Services	940,450	1,054,744	1,051,468	1,204,524	14.6%	14.2%
Information Technology	394,028	596,240	494,429	617,274	24.8%	3.5%
Engineering	1,296,949	1,391,094	1,329,111	1,446,098	8.8%	4.0%
Road Maintenance	1,215,460	1,304,192	1,168,044	1,362,018	16.6%	4.4%
Snow Removal	1,352,266	1,343,140	1,135,869	1,370,368	20.6%	2.0%
Trails Maintenance	91,271	93,051	100,248	98,778	-1.5%	6.2%
Facilities Maintenance	560,934	641,923	551,839	625,271	13.3%	-2.6%
Planning	903,516	947,946	910,895	1,169,695	28.4%	23.4%
Code Compliance	65,117	71,717	75,789	63,688	-16.0%	-11.2%
Police	4,533,501	5,418,136	5,038,839	5,444,610	8.1%	0.5%
Animal Services	390,674	443,116	416,139	428,666	3.0%	-3.3%
Economic Development	200,296	268,063	193,458	145,227	-24.9%	-45.8%
Sustainability	-	110,012	109,937	117,499	6.9%	6.8%
Housing	-	-	-	148,396		
<b>Subtotal Personnel</b>	<b>12,948,550</b>	<b>14,821,346</b>	<b>13,670,321</b>	<b>15,483,442</b>	<b>13.3%</b>	<b>4.5%</b>
<b>SUPPLIES &amp; SERVICES</b>						
Town Council	78,086	90,175	82,925	90,125	8.7%	-0.1%
Town Manager	27,233	34,150	28,750	34,550	20.2%	1.2%
Town Attorney	41,947	109,800	65,900	109,875	66.7%	0.1%
Town Clerk & Communications	56,142	84,474	56,750	85,974	51.5%	1.8%
Administrative Services	104,983	111,830	95,900	113,195	18.0%	1.2%
General Government	1,271,507	1,389,685	1,306,138	1,535,763	17.6%	10.5%
Information Technology	153,774	102,292	119,109	101,750	-14.6%	-0.5%
Engineering	119,239	163,393	122,578	187,096	52.6%	14.5%
Road Maintenance	458,747	596,656	567,736	603,414	6.3%	1.1%
Snow Removal	1,373,876	1,306,461	1,145,015	1,286,807	12.4%	-1.5%
Fleet Maintenance	13,748	25,000	-	-		-100.0%
Trails Maintenance	39,049	47,536	32,370	49,014	51.4%	3.1%
Facilities Maintenance	825,714	752,446	713,888	849,965	19.1%	13.0%
Planning	85,899	99,450	75,380	116,450	54.5%	17.1%
Code Compliance	4,194	8,022	3,033	7,802	157.2%	-2.7%
Police	1,099,632	1,029,104	992,482	1,092,012	10.0%	6.1%
Animal Services	55,052	49,850	40,400	53,150	31.6%	6.6%
Economic Development	453,803	451,200	604,912	555,030	-8.2%	23.0%
Sustainability	32	42,312	31,200	58,356	87.0%	37.9%
Housing	-	-	-	50,100		
<b>Subtotal Supplies &amp; Services</b>	<b>6,262,658</b>	<b>6,493,837</b>	<b>6,084,467</b>	<b>6,980,427</b>	<b>14.7%</b>	<b>7.5%</b>

**GENERAL FUND SUMMARY - DETAILED  
2020/21 SUMMARY BUDGET**

	2018/19 ACTUAL	2019/20 AMENDED BUDGET	2019/20 ESTIMATED ACTUALS	2020/21 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
<b>CAPITAL OUTLAY</b>						
Town Council	1,729	2,000	-	1,800		-10.0%
Town Manager	-	1,700	1,400	1,500	7.1%	-11.8%
Town Clerk & Communications	2,364	5,300	6,500	11,700	80.0%	120.8%
Administrative Services	-	1,000	4,000	3,900	-2.5%	290.0%
General Government	2,152	-	-	4,000		
Information Technology	1,796	1,800	1,800	3,300	83.3%	83.3%
Engineering	6,088	10,500	13,400	8,100	-39.6%	-22.9%
Road Maintenance	218,205	215,000	215,050	220,000	2.3%	2.3%
Snow Removal	609,136	655,333	634,919	640,333	0.9%	-2.3%
Trails Maintenance	34,000	34,000	34,060	34,000	-0.2%	
Facilities Maintenance	23,630	11,000	11,142	11,000	-1.3%	
Planning	2,378	3,500	8,500	3,900	-54.1%	11.4%
Code Compliance	1,172	650	650	1,320	103.1%	103.1%
Police	184,531	182,569	186,219	182,569	-2.0%	
Animal Services	3,924	-	3,600	-	-100.0%	
Economic Development	-	25,000	-	-		-100.0%
Housing	-	-	-	1,500		
<b>Subtotal Capital Outlay</b>	<b>1,091,105</b>	<b>1,149,352</b>	<b>1,121,240</b>	<b>1,127,422</b>	<b>0.6%</b>	<b>-1.9%</b>
<b>Total Operating Expenditures</b>	<b>20,302,313</b>	<b>22,464,534</b>	<b>20,876,029</b>	<b>23,592,791</b>	<b>13.0%</b>	<b>5.0%</b>
Debt Service	647,278	694,726	623,307	952,093	52.7%	37.0%
<b>Total Expenditures</b>	<b>20,949,591</b>	<b>23,159,260</b>	<b>21,499,335</b>	<b>24,544,884</b>	<b>14.2%</b>	<b>6.0%</b>
<b>Operating Rev Over (Under) Expense</b>	<b>8,678,468</b>	<b>5,493,950</b>	<b>8,348,223</b>	<b>4,875,760</b>	<b>-41.6%</b>	<b>-11.3%</b>
Transfer to CIP Fund	4,046,911	12,621,376	7,576,896	6,601,839	-12.9%	-47.7%
<b>Revenue Over (Under) Exp Inc CIP</b>	<b>4,631,557</b>	<b>(7,127,426)</b>	<b>771,326</b>	<b>(1,726,079)</b>	<b>-323.8%</b>	
<b>Savings of General Fund for Specific Purposes</b>						
General Fund Contingency Designation	330,798	227,154	525,740	4,306,368		
Wildfire Deductible Designation	-	-	-	-		
Sustainability Designation	-	-	1,420,000	-		
Road Maintenance Reserve	1,250,000	1,250,000	1,250,000	1,250,000		
Economic Development Designation	-	(500,000)	(500,000)	-		
Streetscape Designation	1,000,000	-	-	-		
General Fund Housing Designation	500,000	1,000,000	1,000,000	-		
Town Facilities Improvement Design	100,000	-	-	-		
Truckee Fire Fee Designation	9,463	-	-	-		
Developer Partnership Opp Design	(1,500,000)	-	-	-		
Railyard Commitments Design.	-	500,000	500,000	-		
Trails & Open Space (In-Lieu Fee)	-	-	3,031	-		
Pocket Park Designation	-	(18,362)	(16,867)	-		
Self Insured Retention - Liability	-	-	75,000	-		
Self Insured Retention - Workers Comp	-	-	45,000	-		
<b>Subtotal of Savings Programs</b>	<b>1,690,261</b>	<b>2,458,792</b>	<b>4,301,905</b>	<b>5,556,368</b>		
<b>Revenue Over (Under) Expenses Including Savings</b>	<b>2,941,296</b>	<b>(9,586,218)</b>	<b>(3,530,579)</b>	<b>(7,282,447)</b>		

## CALCULATION OF TOTAL FUND BALANCE

GENERAL FUND	PER AUDIT 2018/19	AMENDED BUDGET 2019/20	ESTIMATED ACTUALS 2019/20	PROPOSED BUDGET 2020/21
Beginning Total Fund Balance	34,336,116	34,480,485	37,022,427	34,639,039
Revenues	29,628,059	28,653,210	29,847,558	29,420,644
Less: Operating Expenditures	(20,286,613)	(22,464,534)	(20,876,029)	(23,592,791)
<b>Net Operating Revenue/(Expense)</b>	<b>9,341,446</b>	<b>6,188,676</b>	<b>8,971,529</b>	<b>5,827,853</b>
Less: Debt Service	(647,278)	(694,726)	(623,307)	(952,093)
<b>Net Operating Surplus/(Deficit) with Debt Service</b>	<b>8,694,168</b>	<b>5,493,950</b>	<b>8,348,223</b>	<b>4,875,760</b>
Repayment of Loans	-	100,000	100,000	130,000
Capital Transfers	(4,046,911)	(12,621,376)	(7,576,896)	(6,601,839)
Expenditures from Road Maintenance Reserve	(1,053,963)	-	-	-
Expenditures from Economic Development Design	(56,700)	(116,700)	(26,000)	(745,766)
Expenditures from Sustainability Designation	-	-	-	(415,000)
Expenditures from Streetscape Designation	(465,000)	(800,000)	(285,000)	(800,000)
Expenditures from Railyard Commitments Design.	-	(250,000)	-	(250,000)
Expenditures from Facilities Improvement Design.	(128,913)	(1,300,000)	(1,171,087)	-
Expenditures from General Fund Housing Design.	(254,875)	(1,699,332)	(1,750,457)	(490,000)
Expenditures from Open Space Acquisition Design.	-	-	-	(500,000)
Expenditures from Misc Designations	(1,495)	(18,700)	(22,170)	(3,910)
<b>Net Change</b>	<b>2,686,311</b>	<b>(11,212,158)</b>	<b>(2,383,388)</b>	<b>(4,800,755)</b>
<b>Total Ending Fund Balance</b>	<b>37,022,427</b>	<b>23,268,327</b>	<b>34,639,039</b>	<b>29,838,284</b>
Less: <u>Nonspendable Fund Balances</u>	403,015	421,379	403,015	403,015
Less: <u>Assigned Fund Balances</u>				
General Fund Contingency Designation (40%)	6,936,149	7,163,303	7,461,889	11,768,258
Road Maintenance Reserve	3,633,507	4,780,470	4,883,507	6,133,507
Economic Development/Infrastructure Designation	1,258,645	641,945	1,232,645	486,879
Streetscape Designation	2,535,000	1,700,000	2,250,000	1,450,000
General Fund Housing Designation	2,744,457	2,000,000	1,994,000	1,504,000
Open Space Acquisition Designation	500,000	500,000	500,000	-
Railyard Commitments Design.	-	250,000	500,000	250,000
Wildfire Deductible Designation	-	-	-	-
Sustainability Designation	-	-	1,420,000	1,005,000
<b>Total Nonspendable and Designations</b>	<b>19,271,775</b>	<b>17,507,976</b>	<b>20,698,966</b>	<b>23,050,659</b>
<b>Total Undesignated Fund Balance</b>	<b>17,750,651</b>	<b>5,760,351</b>	<b>13,940,073</b>	<b>6,787,625</b>
Less: <u>Restricted Fund Balances</u>	105,000	105,000	225,000	225,000
<b>Cash Available</b>	<b>17,645,651</b>	<b>5,655,351</b>	<b>13,715,073</b>	<b>6,562,625</b>
<u>Outstanding Money due to General Fund</u>				
Parking Fund - Parking Lot Purchases	239,250	524,250	239,250	394,250
CFDs - Equipment Purchase	-	165,000	165,000	150,000
N/R - Alder Pacific - Frishman Hollow Land	1,710,171	1,747,671	1,747,671	1,785,171
N/R - Streetscape Loan Receivable	241,448	163,622	244,035	215,505
<b>Total Outstanding Money due to the General Fund</b>	<b>2,190,869</b>	<b>2,600,543</b>	<b>2,395,956</b>	<b>2,544,926</b>

## CALCULATION OF TOTAL FUND BALANCE

GENERAL FUND	PROJECTED 2021/22	PROJECTED 2022/23	PROJECTED 2023/24	PROJECTED 2024/25
Beginning Total Fund Balance	29,838,284	30,907,907	30,045,553	30,286,294
Revenues	29,940,978	30,370,793	30,987,302	31,520,630
Less: Operating Expenditures	(24,378,884)	(25,771,590)	(26,720,394)	(27,467,477)
<b>Net Operating Revenue/(Expense)</b>	<u>5,562,094</u>	<u>4,599,202</u>	<u>4,266,908</u>	<u>4,053,153</u>
Less: Debt Service	(949,476)	(950,097)	(948,985)	(946,057)
<b>Net Operating Surplus/(Deficit) with Debt Service</b>	<u>4,612,617</u>	<u>3,649,105</u>	<u>3,317,923</u>	<u>3,107,096</u>
Repayment of Loans	143,000	83,540	45,619	46,531
Capital Transfers	(3,005,915)	(3,000,000)	(2,831,000)	(1,361,000)
Expenditures from Road Maintenance Reserve	-	-	-	-
Expenditures from Economic Development Design	(160,079)	(75,000)	(76,800)	(75,000)
Expenditures from Sustainability Designation	-	-	-	-
Expenditures from Streetscape Designation	(200,000)	(1,250,000)	-	-
Expenditures from Railyard Commitments Design.	(50,000)	(50,000)	(50,000)	(50,000)
Expenditures from Facilities Improvement Design.	-	-	-	-
Expenditures from General Fund Housing Design.	(270,000)	(220,000)	(165,000)	(165,000)
Expenditures from Open Space Acquisition Design.	-	-	-	-
Expenditures from Misc Designations	-	-	-	-
<b>Net Change</b>	<u>1,069,623</u>	<u>(862,355)</u>	<u>240,742</u>	<u>1,502,627</u>
<b>Total Ending Fund Balance</b>	<u><u>30,907,907</u></u>	<u><u>30,045,553</u></u>	<u><u>30,286,294</u></u>	<u><u>31,788,922</u></u>
<i>Less: <u>Nonspendable Fund Balances</u></i>	403,015	403,015	403,015	403,015
<i>Less: <u>Assigned Fund Balances</u></i>				
General Fund Contingency Designation (40%)	11,976,391	12,148,317	12,394,921	12,608,252
Road Maintenance Reserve	7,383,507	8,633,507	9,883,507	11,133,507
Economic Development/Infrastructure Designation	326,800	251,800	175,000	100,000
Streetscape Designation	1,250,000	-	-	-
General Fund Housing Designation	1,234,000	1,014,000	849,000	684,000
Open Space Acquisition Designation	-	-	-	-
Railyard Commitments Design.	200,000	150,000	100,000	50,000
Wildfire Deductible Designation	500,000	500,000	500,000	500,000
Sustainability Designation	1,005,000	1,005,000	1,005,000	1,005,000
<b>Total Nonspendable and Designations</b>	<u>24,328,713</u>	<u>24,155,639</u>	<u>25,360,443</u>	<u>26,533,774</u>
<b>Total Undesignated Fund Balance</b>	<u><u>6,579,194</u></u>	<u><u>5,889,913</u></u>	<u><u>4,925,851</u></u>	<u><u>5,255,148</u></u>
<i>Less: <u>Restricted Fund Balances</u></i>	225,000	225,000	225,000	225,000
<b>Cash Available</b>	<u><u>6,354,194</u></u>	<u><u>5,664,913</u></u>	<u><u>4,700,851</u></u>	<u><u>5,030,148</u></u>
<u>Outstanding Money due to General Fund</u>				
Parking Fund - Parking Lot Purchases	251,250	167,710	122,091	75,560
CFDs - Equipment Purchase	135,000	120,000	105,000	90,000
N/R - Alder Pacific - Frishman Hollow Land	1,822,671	1,860,171	1,897,671	1,935,171
N/R - Streetscape Loan Receivable	186,324	156,489	126,001	94,860
<b>Total Outstanding Money due to the General Fund</b>	<u>2,395,245</u>	<u>2,304,370</u>	<u>2,250,763</u>	<u>2,195,592</u>

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**GENERAL FUND - FIVE-YEAR PROJECTIONS  
2020/21 SUMMARY BUDGET**

	2020/21 PROPOSED BUDGET	2021/22 PROJECTED BUDGET	2022/23 PROJECTED BUDGET	2023/24 PROJECTED BUDGET	2024/25 PROJECTED BUDGET
<b>REVENUES</b>					
<b>GENERAL FUND</b>					
Taxes	22,269,445	22,989,813	23,340,548	23,840,752	24,262,563
Intergovernmental	2,080,542	2,080,542	2,101,348	2,143,375	2,186,242
Other	2,750,602	2,573,304	2,585,782	2,613,352	2,655,852
Planning Fees	225,000	231,750	236,385	241,113	245,935
Streets Revenue	2,095,054	2,065,568	2,106,730	2,148,710	2,170,038
<b>TOTAL REVENUES</b>	<b>29,420,644</b>	<b>29,940,978</b>	<b>30,370,793</b>	<b>30,987,302</b>	<b>31,520,630</b>
<b>EXPENDITURES</b>					
<b>OPERATING EXPENDITURES</b>					
Town Council	141,687	140,193	153,309	153,502	162,389
Town Manager	371,236	387,451	399,536	412,033	423,604
Town Attorney	396,087	404,589	411,137	420,235	429,881
Town Clerk & Communications	667,842	686,023	744,284	761,303	790,857
Administrative Services	1,321,619	1,354,004	1,443,945	1,510,287	1,531,681
General Government	1,539,763	1,559,215	1,605,209	1,647,508	1,676,245
Information Technology	722,324	755,127	811,444	847,168	859,107
Engineering	1,641,294	1,705,513	1,866,844	1,958,202	1,990,316
Road Maintenance	2,185,432	2,287,255	2,450,395	2,550,291	2,583,346
Snow Removal	3,297,508	3,398,667	3,575,018	3,685,055	3,730,647
Trails Maintenance	181,792	180,095	189,115	194,601	196,189
Facilities Maintenance	1,486,236	1,592,582	1,668,194	1,721,966	1,762,399
Planning	1,290,045	1,358,544	1,453,063	1,515,297	1,545,741
Code Compliance	72,810	74,493	78,923	82,424	85,298
Police	6,719,192	6,937,344	7,306,477	7,602,872	7,997,755
Animal Services	481,816	505,682	528,234	545,175	565,071
Economic Development	700,257	671,262	693,352	708,731	721,946
Sustainability	175,855	173,049	179,514	184,333	189,431
Housing	199,996	207,795	213,597	219,409	225,573
<b>Total Operating Expenditures</b>	<b>23,592,791</b>	<b>24,378,884</b>	<b>25,771,590</b>	<b>26,720,394</b>	<b>27,467,477</b>
<b>OTHER EXPENDITURES/(REVENUES)</b>					
Debt Service - Town Hall	375,700	375,682	374,453	372,041	374,388
Debt Service - Stevens Lane Corp Yard	292,269	291,169	294,769	293,069	290,294
Debt Service - Stevens Lane Garage	284,125	282,625	280,875	283,875	281,375
Capital Projects	6,601,839	3,005,915	3,000,000	2,831,000	1,361,000
<b>Total Other</b>	<b>7,553,932</b>	<b>3,955,391</b>	<b>3,950,097</b>	<b>3,779,985</b>	<b>2,307,057</b>
<b>TOTAL EXPENDITURES</b>	<b>31,146,723</b>	<b>28,334,276</b>	<b>29,721,688</b>	<b>30,500,378</b>	<b>29,774,534</b>
<b>CHANGE IN FUND BALANCE</b>	<b>(1,726,079)</b>	<b>1,606,702</b>	<b>649,105</b>	<b>486,923</b>	<b>1,746,096</b>
<b>Savings of General Fund for Specific Purposes</b>					
General Fund Contingency Designation	4,306,368	208,133	171,926	246,604	213,331
Road Maintenance Reserve	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000
Wildfire Deductible Designation	-	500,000	-	-	-
<b>Subtotal of Savings Programs</b>	<b>5,556,368</b>	<b>1,958,133</b>	<b>1,421,926</b>	<b>1,496,604</b>	<b>1,463,331</b>
<b>Revenue Over (Under) Expenses Including Savings Programs</b>	<b>(7,282,447)</b>	<b>(351,431)</b>	<b>(772,821)</b>	<b>(1,009,680)</b>	<b>282,765</b>

## GENERAL FUND DESIGNATION SUMMARY

		ACTUAL 2017/18	AUDITED BALANCE 6/30/2018	ACTUAL 2018/19	BUDGETED BALANCE 6/30/2019
<b>Assigned Fund Balances</b>					
32.10	General Fund Contingency Designation	387,577	6,605,351	330,798	6,936,149
32.11	Litigation Designation	-	50,000	-	50,000
32.12	Road Maintenance Reserve	1,200,000	8,575,000	1,250,000	9,825,000
	Road Maintenance Reserve - Use of Funds	(1,314,088)	(5,137,530)	(1,053,963)	(6,191,493)
	Net Road Maintenance Reserve		3,437,470		3,633,507
32.13	Economic Devel/Infrastructure Designation	-	2,750,000	-	2,750,000
	Use of Economic Devel/Infrastructure Designation	(16,844)	(1,434,655)	(56,700)	(1,491,355)
	Net Economic Devel/Infrastructure Designation		1,315,345		1,258,645
32.14	Trails & Open Space (In-Lieu Fee)		-	-	-
32.15	Streetscape Project Designation	-	2,000,000	1,000,000	3,000,000
	Use of Streetscape Project Designation	-	-	(465,000)	(465,000)
	Net Streetscape Project Designation		2,000,000		2,535,000
32.16	General Fund Housing Designation	-	2,500,000	500,000	3,000,000
	Use of General Fund Housing Designation	(668)	(668)	(254,875)	(255,543)
	Net General Fund Housing Designation		2,499,332		2,744,457
32.17	Open Space Acquisition Designation	-	500,000	-	500,000
	Use of Open Space Acquisition Designation	-	-	-	-
	Net Open Space Acquisition Designation		500,000		500,000
32.18	Developer Partnership Opportunity Designation	1,500,000	1,500,000	(1,500,000)	-
32.19	Railyard Development Designation	-	-	-	-
	Use of Railyard Development Designation	-	-	-	-
	Net Railyard Development Designation		-		-
32.20	Town Facilities Improvement Designation	100,000	1,300,000	(128,913)	1,171,087
32.21	Truckee Fire Fee Designation	9,463	23,049	-	23,049
32.22	Pocket Park Maintenance Designation	(911)	18,362	(1,495)	16,867
32.XX	Wildfire Deductible Designation	-	-	-	-
32.XX	Sustainability Designation	-	-	-	-
<b>Restricted Fund Balances</b>					
31.10	Self-Insured Retention - Liability	-	75,000	-	75,000
31.15	Self-Insured Retention - Workers Compensation	-	30,000	-	30,000
<b>Nonspendable Fund Balances</b>					
30.40	Inventory	34,004	336,739	(40,957)	295,782
30.45	Prepaid Costs & Deposits	10,929	84,640	22,593	107,233
	<b>Total General Fund Assigned, Restricted &amp; Nonspendable</b>	<u>1,909,462</u>	<u>19,775,288</u>	<u>(398,513)</u>	<u>19,376,775</u>

## GENERAL FUND DESIGNATION SUMMARY

	ESTIMATED ACTUAL 2019/20	BUDGETED BALANCE 6/30/2020	BUDGET 2020/21	ESTIMATED BALANCE 6/30/2021	PROJECTED BUDGET 2021/22	ESTIMATED BALANCE 6/30/2022
32.10	525,740	7,461,889	4,306,368	11,768,258	208,133	11,976,391
32.11	-	50,000	-	50,000	-	50,000
32.12	1,250,000	11,075,000	1,250,000	12,325,000	1,250,000	13,575,000
	-	(6,191,493)	-	(6,191,493)	-	(6,191,493)
		4,883,507		6,133,507		7,383,507
32.13	-	2,750,000	-	2,750,000	-	2,750,000
	(26,000)	(1,517,355)	(745,766)	(2,263,121)	(160,079)	(2,423,200)
		1,232,645		486,879		326,800
32.14	3,031	3,031	(3,031)	-	-	-
32.15	-	3,000,000	-	3,000,000	-	3,000,000
	(285,000)	(750,000)	(800,000)	(1,550,000)	(200,000)	(1,750,000)
		2,250,000		1,450,000		1,250,000
32.16	1,000,000	4,000,000	-	4,000,000	-	4,000,000
	(1,750,457)	(2,006,000)	(490,000)	(2,496,000)	(270,000)	(2,766,000)
		1,994,000		1,504,000		1,234,000
32.17	-	500,000	(500,000)	-	-	-
	-	-	-	-	-	-
		500,000		-		-
32.18	-	-	-	-	-	-
32.19	500,000	500,000	-	500,000	-	500,000
	-	-	(250,000)	(250,000)	(50,000)	(300,000)
		500,000		250,000		200,000
32.20	(1,171,087)	-	-	-	-	-
32.21	(22,170)	879	(879)	-	-	-
32.22	(16,867)	-	-	-	-	-
32.XX	-	-	-	-	500,000	500,000
32.XX	1,420,000	1,420,000	(415,000)	1,005,000	-	1,005,000
31.10	75,000	150,000	-	150,000	-	150,000
31.15	45,000	75,000	-	75,000	-	75,000
30.40	-	295,782	-	295,782	-	295,782
30.45	-	107,233	-	107,233	-	107,233
	<u>1,547,191</u>	<u>20,923,966</u>	<u>2,351,692</u>	<u>23,275,658</u>	<u>1,278,054</u>	<u>24,553,713</u>

**GENERAL FUND DESIGNATION SUMMARY DETAIL**

<b><u>ASSIGNED FUND BALANCES</u></b>		<b><u>BUDGETED BALANCE FY20/21</u></b>
32.10	<b><u>GENERAL FUND CONTINGENCY DESIGNATION</u></b> Council policy is to set aside an amount equal to 25% of operating revenues to provide for working capital and/or potential emergencies. The policy also states that the contingencies will not be reduced as a result of declining revenues. The General Fund Contingency has been in place in some form since the inception of the Town. The original contingency amount for FY1993/94 was \$100,000, or 2% of the General Fund revenues.	\$ 11,768,258
32.11	<b><u>LITIGATION DESIGNATION</u></b> Provides for potential costs associated with defending the Town against litigation. This money was first set aside in FY00/01 at \$50,000 and has been drawn upon on two occasions	\$ 50,000
32.12	<b><u>ROAD MAINTENANCE RESERVE</u></b> Provides for General Fund reserves set aside specifically for use on pavement preservation or rehabilitation. The Town initially started savings for this purpose in FY06/07, with the Overlay Designation at \$500,000 per year (renamed the Road Maintenance Reserve in later years). The Town's Pavement Maintenance Program (PMP) was reviewed and updated during FY17/18 and indicated that additional funding would be needed. The savings were increased to \$1.25 million per year starting in FY18/19. The large balance is to cover the cost of two year's worth of overlay projects.	\$ 6,133,507
32.13	<b><u>ECONOMIC DEVELOPMENT AND INFRASTRUCTURE DESIGNATION</u></b> Provides funding for infrastructure and/or economic development projects consistent with Town Council direction. \$750,000 was initially set aside in FY12/13, with an additional \$500,000 set aside in FY13/14 and \$2 million set aside in FY14/15.	\$ 486,879
32.14	<b><u>TRAIL AND OPEN SPACE (IN-LIEU FEE)</u></b> Provides for floor-to-area ratio in-lieu fees collected by the Town. This funding can be used for trails or open space property acquisition in accordance with Resolution 2002-50. This designation is expected to be spent as part of C0702 Legacy Trail project.	\$ -
32.15	<b><u>STREETSCAPE PROJECT DESIGNATION</u></b> Provides for General Fund fund balance set aside for various streetscape projects in the downtown area based on Council direction. The initial \$2 million was set aside in FY15/16.	\$ 1,450,000
32.16	<b><u>GENERAL FUND HOUSING DESIGNATION</u></b> Provides for General Fund fund balance set aside for Council prioritized "locals" housing projects within the community. The initial \$2.5 million was set aside in FY16/17.	\$ 1,504,000
32.17	<b><u>OPEN SPACE ACQUISITION DESIGNATION</u></b> Provides for General Fund fund balance set aside for Council prioritized acquisitions of open space within the Town for public benefit. This was initially set aside in FY16/17. This designation is planned to be used as part of C0702 Legacy Trail extension project.	\$ -
32.19	<b><u>RAILYARD COMMITMENTS DESIGNATION</u></b> General Fund fund balance reallocated in FY19/20 from the Economic Development Designation for greater clarity in showing the commitments to the Railyard Development which are specifically \$250,000 commitment for the theatre in FY19/20 and \$50,000 a year for five years for work associated with the theater.	\$ 250,000

## GENERAL FUND DESIGNATION SUMMARY DETAIL

<u>ASSIGNED FUND BALANCES (cont'd)</u>	<u>BUDGETED BALANCE FY20/21</u>
32.20 <u>TOWN FACILITIES IMPROVEMENT DESIGNATION</u> Provides for General Fund fund balance set aside for the build-out of Town facilities to provide constituents with consistent levels of service. Savings added \$100,000 per year to the saved balance. The Town used this designation to save \$15 million for the construction of the existing public service center garage. The balance of this designation was used on C1609 to add additional garages to the public service center.	\$ -
32.XX <u>SUSTAINABILITY DESIGNATION</u> These savings are reallocated General Fund funding from the Renewable Energy Generation capital project. These funds are earmarked for use on meaningful and substantial sustainability projects that help reduce the Town's greenhouse gas emissions.	\$ 1,005,000
32.21 <u>TRUCKEE FIRE FEE DESIGNATION</u> Provides for future rate increases of wild-land fire protection services. A balance of \$19,167 was initially set aside in FY13/14 and the balance has fluctuated annually.	\$ -
<u>RESTRICTED FUND BALANCES</u>	
31.10 <u>SELF-INSURED RETENTION - LIABILITY (RESTRICTED)</u> Required by PARSAC, the Town's insurance pool, to provide for the Town's self-insured retention (SIR) for liability insurance. The required amount is two (2) times the SIR. The Town aims to save three (3) times the amount. The SIR amount increased from \$25,000 to \$50,000 per event in FY19/20. This balance was initially set aside in FY94/95 in the amount of \$30,000 and was increased to the current balance in FY19/20.	\$ 150,000
31.15 <u>SELF-INSURED RETENTION - WORKERS COMPENSATION (RESTRICTED)</u> Provides for the Town's SIR for worker's compensation claims. The Town aims to have three (3) times the per incident deductible amount. The SIR increased from \$10,000 per event to \$25,000 per event in FY19/20. \$15,000 was initially set aside for this purpose in FY11/12 and was increased to the current amount in FY19/20.	\$ 75,000
<u>NONSPENDABLE FUND BALANCES</u>	
30.40 <u>INVENTORY</u> This accounts for the value of inventory held at the Public Works Service Center. Changes to the value of inventory are recorded to 101.116.00.63.99 in the Road Maintenance Division budget. Inventory was first booked in FY12/13.	\$ 295,782
30.45 <u>PREPAID COSTS AND DEPOSITS</u> This accounts for amounts paid in advance of receipt of the related goods and services at year-end. This balance was initially distinguished in the year-end General Fund balance as part of the FY15/16 financial statements.	\$ 107,233

## HISTORICAL CALCULATION OF TOTAL FUND BALANCE

GENERAL FUND	AMENDED		AMENDED	
	BUDGET	PER AUDIT	BUDGET	PER AUDIT
	2014/15	2014/15	2015/16	2015/16
Beginning Total Fund Balance	19,969,467	20,964,409	22,902,993	27,056,018
Revenues	19,736,229	21,341,335	21,292,498	24,163,587
Less: Operating Expenditures	(17,920,181)	(16,137,372)	(18,880,461)	(17,307,856)
<b>Net Operating Revenue/Expense</b>	<b>1,816,048</b>	<b>5,203,963</b>	<b>2,412,037</b>	<b>6,855,731</b>
Less: Debt Service	(728,167)	(734,606)	(723,078)	(714,407)
<b>Net Operating Surplus/(Deficit) with Debt Service</b>	<b>1,087,881</b>	<b>4,469,357</b>	<b>1,688,959</b>	<b>6,141,324</b>
Repayment of Loans	9,363	9,338	9,432	444,083
Repayment of Humane Society of Truckee Tahoe Loan	116,587	96,910	116,587	582,479
Pocket Park Maintenance Contribution	-	-	-	20,000
Capital Transfers	(1,181,435)	(1,225,784)	(2,104,463)	(673,648)
Humane Society of Truckee Tahoe Loan Forgiveness	(29,147)	(19,382)	(29,147)	(116,479)
Other Transfers Out	-	(10,240)	-	-
Expenditures from Road Maintenance Reserve	-	-	(1,855,500)	-
Expenditures from Economic Development Design.	(1,075,000)	(307,451)	(2,265,000)	(252,448)
Expenditures from General Fund Housing Design.	-	-	-	-
Expenditures from Streetscape Designation	-	-	-	-
Expenditures from Truckee Fire Fee Design.	(2,072)	(2,072)	-	-
Expenditures from Pocket Park Maint. Design.	-	-	-	-
Expenditures from Bond Infrastructure Design.	-	(2,929,506)	-	(1,221,346)
Extraordinary Gain	-	6,010,439	-	-
<b>Net Change</b>	<b>(1,073,823)</b>	<b>6,091,609</b>	<b>(4,439,132)</b>	<b>4,923,965</b>
<b>Total Ending Fund Balance</b>	<b>18,895,644</b>	<b>27,056,018</b>	<b>18,463,861</b>	<b>31,979,983</b>
<i>Less: Nonspendable Fund Balances</i>				
Inventory	557,309	449,614	490,792	388,137
Prepaid Costs & Deposits	-	-	-	86,663
<b>Subtotal Nonspendable Fund Balance</b>	<b>557,309</b>	<b>449,614</b>	<b>490,792</b>	<b>474,800</b>
<i>Less: Assigned Fund Balances</i>				
General Fund Contingency Designation (25%)	4,934,057	5,111,218	5,323,124	5,750,626
Litigation Designation	50,000	50,000	50,000	50,000
Road Maintenance Reserve	5,585,649	5,585,649	4,480,649	6,335,649
Economic Development/Infrastructure Designation	1,550,000	2,392,549	-	2,123,260
Streetscape Designation	-	-	2,000,000	2,000,000
General Fund Housing Designation	-	-	-	-
Open Space Acquisition Designation	-	-	-	-
Developer Partnership Opportunity Designation	-	-	-	-
Town Facilities Improvement Designation	1,000,000	1,000,000	1,100,000	1,100,000
Truckee Fire Fee Designation	17,095	17,095	18,442	18,442
Pocket Park Designation	-	-	-	20,000
Bond Infrastructure Designation	-	3,080,933	-	1,859,587
<b>Total Nonspendable and Designations</b>	<b>13,694,110</b>	<b>17,687,058</b>	<b>13,463,007</b>	<b>19,732,364</b>
<b>Total Undesignated Fund Balance</b>	<b>5,201,534</b>	<b>9,368,960</b>	<b>5,000,854</b>	<b>12,247,619</b>
<i>Less: Restricted Fund Balances</i>				
Self Insured Retention - Liability	75,000	75,000	75,000	75,000
Self Insured Retention - Workers Comp	30,000	30,000	30,000	30,000
<b>Cash Available</b>	<b>5,096,534</b>	<b>9,263,960</b>	<b>4,895,854</b>	<b>12,142,619</b>
<i>Outstanding Long-Term Loans due to General Fund</i>				
Loan to Parking Fund - Parking Lot Purchases	-	-	-	-
N/R - Alder Pacific - Frishman Hollow Land	1,560,171	1,560,171	1,597,671	1,597,672
N/R - Humane Society of Truckee Tahoe - Animal Shelter	521,078	113,729	436,745	-
N/R - Streetscape Loan Receivable	-	121,114	-	111,396
N/R - Loan Receivable	397,990	394,795	393,743	-
<b>Total Outstanding Loans due to the General Fund</b>	<b>2,479,239</b>	<b>2,189,809</b>	<b>2,428,159</b>	<b>1,709,068</b>

## HISTORICAL CALCULATION OF TOTAL FUND BALANCE

GENERAL FUND	AMENDED		AMENDED	
	BUDGET	PER AUDIT	BUDGET	PER AUDIT
	2016/17	2016/17	2017/18	2017/18
Beginning Total Fund Balance	30,020,608	31,979,983	28,160,438	30,387,002
Revenues	22,882,096	25,247,359	25,191,598	27,340,465
Less: Operating Expenditures	(19,610,743)	(18,341,974)	(20,330,864)	(18,757,915)
<b>Net Operating Revenue/Expense</b>	<b>3,271,353</b>	<b>6,905,385</b>	<b>4,860,734</b>	<b>8,582,550</b>
Less: Debt Service	(727,103)	(705,796)	(790,321)	(666,978)
<b>Net Operating Surplus/(Deficit) with Debt Service</b>	<b>2,544,250</b>	<b>6,199,589</b>	<b>4,070,413</b>	<b>7,915,572</b>
Repayment of Loans	9,211	-	-	-
Repayment of Humane Society of Truckee Tahoe Loan	-	-	-	-
Pocket Park Maintenance Contribution	-	-	-	-
Capital Transfers	(4,434,715)	(1,352,318)	(5,783,087)	(2,643,331)
Humane Society of Truckee Tahoe Loan Forgiveness	-	-	-	-
Other Transfers Out	-	-	-	-
Expenditures from Road Maintenance Reserve	(4,238,460)	(3,784,091)	(500,000)	(1,314,088)
Expenditures from Economic Development Design.	(937,935)	(791,071)	(237,988)	(16,844)
Expenditures from General Fund Housing Design.	(800,000)	-	(1,170,000)	-
Expenditures from Streetscape Designation	-	-	-	(668)
Expenditures from Truckee Fire Fee Design.	(4,856)	(4,856)	(13,586)	9,463
Expenditures from Pocket Park Maint. Design.	-	(647)	(1,000)	(991)
Expenditures from Bond Infrastructure Design.	(1,859,587)	(1,859,587)	-	-
Extraordinary Gain	-	-	-	-
<b>Net Change</b>	<b>(9,722,092)</b>	<b>(1,592,981)</b>	<b>(3,635,248)</b>	<b>3,949,114</b>
<b>Total Ending Fund Balance</b>	<b>20,298,516</b>	<b>30,387,002</b>	<b>24,525,191</b>	<b>34,336,116</b>
<i>Less: Nonspendable Fund Balances</i>				
Inventory	449,614	302,735	388,137	336,739
Prepaid Costs & Deposits	-	73,711	86,663	84,640
<b>Subtotal Nonspendable Fund Balance</b>	<b>449,614</b>	<b>376,446</b>	<b>474,800</b>	<b>421,379</b>
<i>Less: Assigned Fund Balances</i>				
General Fund Contingency Designation (25%)	5,750,626	6,138,203	6,297,900	6,605,351
Litigation Designation	50,000	50,000	50,000	50,000
Road Maintenance Reserve	3,087,189	3,551,558	4,251,558	3,437,470
Economic Development/Infrastructure Designation	1,143,834	1,332,189	1,094,201	1,315,345
Streetscape Designation	2,000,000	2,000,000	2,000,000	2,000,000
General Fund Housing Designation	1,700,000	2,500,000	1,330,000	2,499,332
Open Space Acquisition Designation	500,000	500,000	500,000	500,000
Developer Partnership Opportunity Designation	-	-	1,500,000	1,500,000
Town Facilities Improvement Designation	1,200,000	1,200,000	1,300,000	1,300,000
Truckee Fire Fee Designation	13,586	13,586	-	23,049
Pocket Park Designation	-	19,353	17,200	18,362
Bond Infrastructure Designation	-	-	-	-
<b>Total Nonspendable and Designations</b>	<b>15,894,849</b>	<b>17,681,335</b>	<b>18,815,659</b>	<b>19,670,288</b>
<b>Total Undesignated Fund Balance</b>	<b>4,403,667</b>	<b>12,705,667</b>	<b>5,709,532</b>	<b>14,665,828</b>
<i>Less: Restricted Fund Balances</i>				
Self Insured Retention - Liability	75,000	75,000	75,000	75,000
Self Insured Retention - Workers Comp	30,000	30,000	30,000	30,000
<b>Cash Available</b>	<b>4,298,667</b>	<b>12,600,667</b>	<b>5,604,532</b>	<b>14,560,828</b>
<i>Outstanding Long-Term Loans due to General Fund</i>				
Loan to Parking Fund - Parking Lot Purchases	1,000,000	239,250	1,000,000	239,250
N/R - Alder Pacific - Frishman Hollow Land	1,635,171	1,635,171	1,635,171	1,672,671
N/R - Humane Society of Truckee Tahoe - Animal Shelter	-	-	-	-
N/R - Streetscape Loan Receivable	101,428	225,560	101,428	205,396
N/R - Loan Receivable	386,783	-	-	-
<b>Total Outstanding Loans due to the General Fund</b>	<b>3,123,382</b>	<b>2,099,981</b>	<b>2,736,599</b>	<b>2,117,317</b>

**AIR QUALITY MITIGATION FUND SUMMARY  
2020/21 SUMMARY BUDGET**

	2018/19 ACTUAL	2019/20 AMENDED BUDGET	2019/20 ESTIMATED ACTUALS	2020/21 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
<b>BEGINNING FUND BALANCE</b>	245,888	249,652	238,832	194,638		
<b>REVENUES</b>						
Interest Income	4,844	4,993	3,600	2,335	-35.1%	-53.2%
Air Quality Mitigation Fees	300	500	33,000	500	-98.5%	
<b>Total Revenues</b>	<b>5,144</b>	<b>5,493</b>	<b>36,600</b>	<b>2,835</b>	<b>-92.3%</b>	<b>-48.4%</b>
<b>EXPENDITURES</b>						
Transfer to Capital Projects - Woodstove Program	12,200	5,000	8,000	8,000		60.0%
Transfer to Transit Fund - Hwy 267 Program <sup>1</sup>	-	-	72,794	74,864	2.8%	
<b>Total Expenditures</b>	<b>12,200</b>	<b>5,000</b>	<b>80,794</b>	<b>82,864</b>	<b>2.6%</b>	<b>1557.3%</b>
<b>Revenue Over (Under) Expenses</b>	<b>(7,056)</b>	<b>493</b>	<b>(44,194)</b>	<b>(80,029)</b>		<b>-16333.1%</b>
<b>ENDING FUND BALANCE</b>	<b>238,832</b>	<b>250,145</b>	<b>194,638</b>	<b>114,609</b>	<b>-41.1%</b>	<b>-54.2%</b>

<sup>1</sup> Staff requested \$212,200 (~\$70,666 per year) to fund a three-year pilot program to run a year-around shuttle on Highway 267 as detailed in the Transit Division. Due to cost savings and the receipt of grant funding (see the Transit Revenues section of this budget), staff intends to use the original funding amount to continue this program for as long as funding is available.

<b>267 TRANSIT FUNDING PROGRAM</b>	
Original Request	212,200
<b>Usage</b>	
FY 15/16	(39,450)
FY 16/17	-
FY 17/18	(25,092)
FY 18/19	-
FY 19/20	(72,794)
FY 20/21	(74,864)
FY 21/22	-
<b>Remaining Funds</b>	<b>-</b>

**TAHOE DONNER TSSA FUND SUMMARY  
2020/21 SUMMARY BUDGET**

	2018/19 ACTUAL	2019/20 AMENDED BUDGET	2019/20 ESTIMATED ACTUALS	2020/21 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
<b>BEGINNING FUND BALANCE</b>	5,570,913	5,555,612	5,057,504	5,275,486		
<b>REVENUES</b>						
Parcel Charges	596,585	595,000	595,000	595,000		
Interest Income	172,140	97,636	94,163	63,805	-32.2%	-34.7%
<b>Total Revenues</b>	<b>768,724</b>	<b>692,636</b>	<b>689,163</b>	<b>658,805</b>	<b>-4.4%</b>	<b>-4.9%</b>
<b>EXPENDITURES</b>						
Special Assessment Admin Fees	3,431	3,450	3,431	3,450	0.6%	
Professional Services	1,090	2,500	2,500	2,500		
Bank Account Analysis Fees	-	-	-	700		
Transfer to Capital Projects	1,277,614	1,365,000	465,250	1,475,000	217.0%	8.1%
<b>Total Expenditures</b>	<b>1,282,134</b>	<b>1,370,950</b>	<b>471,181</b>	<b>1,481,650</b>	<b>214.5%</b>	<b>8.1%</b>
<b>Revenue Over (Under) Expenses</b>	<b>(513,409)</b>	<b>(678,314)</b>	<b>217,982</b>	<b>(822,845)</b>	<b>-477.5%</b>	
<b>ENDING FUND BALANCE</b>	<b>5,057,504</b>	<b>4,877,298</b>	<b>5,275,486</b>	<b>4,452,641</b>	<b>-15.6%</b>	<b>-8.7%</b>

**GLENSHIRE TSSA FUND SUMMARY  
2020/21 SUMMARY BUDGET**

	<b>2018/19 ACTUAL</b>	<b>2019/20 AMENDED BUDGET</b>	<b>2019/20 ESTIMATED ACTUALS</b>	<b>2020/21 PROPOSED BUDGET</b>	<b>% CHG BUD TO EA</b>	<b>% CHG BUD TO BUD</b>
<b>BEGINNING FUND BALANCE</b>	<b>319,932</b>	<b>320,692</b>	<b>448,554</b>	<b>623,488</b>		
<b>REVENUES</b>						
Parcel Charges	179,099	179,000	179,100	179,100		0.1%
Interest Income	7,668	9,015	8,473	7,581	-10.5%	-15.9%
<b>Total Revenues</b>	<b>186,767</b>	<b>188,015</b>	<b>187,573</b>	<b>186,681</b>	<b>-0.5%</b>	<b>-0.7%</b>
<b>EXPENDITURES</b>						
Special Assessment Admin Fees	1,192	1,200	1,192	1,200	0.7%	
Professional Services	422	2,000	2,000	2,000		
Transfer to Capital Projects	48,904	108,000	2,000	230,000	11400.0%	113.0%
Transfer Out - Other	7,628	7,477	7,447	7,447		-0.4%
<b>Total Expenditures</b>	<b>58,145</b>	<b>118,677</b>	<b>12,639</b>	<b>240,647</b>	<b>1804.0%</b>	<b>102.8%</b>
<b>Revenue Over (Under) Expenses</b>	<b>128,621</b>	<b>69,338</b>	<b>174,934</b>	<b>(53,966)</b>	<b>-130.8%</b>	<b>-177.8%</b>
<b>ENDING FUND BALANCE</b>	<b>448,554</b>	<b>390,030</b>	<b>623,488</b>	<b>569,522</b>	<b>-8.7%</b>	<b>46.0%</b>

**COMMUNITY FACILITY DISTRICT FUNDS SUMMARY  
2020/21 SUMMARY BUDGET**

	2018/19 ACTUAL	2019/20 AMENDED BUDGET	2019/20 ESTIMATED ACTUALS	2020/21 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
<b>BRICKELLTOWN MAINTENANCE DISTRICT FUND</b>						
<b>BEGINNING FUND BALANCE</b>	<b>59,048</b>	<b>79,601</b>	<b>71,734</b>	<b>76,782</b>		
Revenues	75,840	75,093	77,856	89,286	14.7%	18.9%
Personnel & Facilities Maint. Labor	41,485	37,353	40,124	40,000	-0.3%	7.1%
Supplies & Services	16,303	19,900	22,700	24,500	7.9%	23.1%
Transfers to General Fund	-	-	5,458	9,127	67.2%	
Transfers to Capital Projects	-	-	4,526	-	-100.0%	
<b>Revenue over/(under) Expenses</b>	<b>18,052</b>	<b>17,840</b>	<b>5,049</b>	<b>15,659</b>		
<b>ENDING FUND BALANCES</b>						
Risk Management Designation <sup>1</sup>	25,000	25,000	25,000	50,000	100.0%	100.0%
Fleet Replacement Designation <sup>2</sup>	-	5,500	5,500	11,000	100.0%	100.0%
Capital Projects Designation <sup>3</sup>	46,734	61,483	46,282	31,441	-32.1%	-48.9%
<b>Net Cash Available</b>	<b>5,366.00</b>	<b>5,458</b>	<b>-</b>	<b>-</b>		<b>-100.0%</b>
<b>JOERGER RANCH TRAILS MAINTENANCE DISTRICT FUND</b>						
<b>BEGINNING FUND BALANCE</b>	<b>13,105</b>	<b>14,277</b>	<b>(8,879)</b>	<b>(8,875)</b>		
Revenues	239	1,592	4	29,652	741204.0%	1762.6%
Facilities Maintenance Labor	-	-	-	-		
Supplies & Services	22,223	-	-	11,500		
Transfers Out	-	-	-	9,492		
<b>Revenue over/(under) Expenses</b>	<b>(21,984)</b>	<b>1,592</b>	<b>4</b>	<b>8,660</b>		
<b>ENDING FUND BALANCES</b>						
Capital Projects Designation <sup>3</sup>	-	15,869	-	-		-100.0%
<b>Net Cash Available</b>	<b>(8,879)</b>	<b>-</b>	<b>(8,875)</b>	<b>(215)</b>		
<b>RAILYARD MAINTENANCE DISTRICT FUND</b>						
<b>BEGINNING FUND BALANCE</b>	<b>-</b>	<b>14,277</b>	<b>(6,149)</b>	<b>86,113</b>		
Revenues	-	101,112	101,112	114,345	13.1%	13.1%
Facilities Maintenance Labor	-	-	-	-		
Supplies & Services	6,149	21,000	8,850	95,000	973.4%	352.4%
Transfers to General Fund	-	-	-	28,115		
<b>Revenue over/(under) Expenses</b>	<b>(6,149)</b>	<b>80,112</b>	<b>92,262</b>	<b>(8,770)</b>		
<b>ENDING FUND BALANCES</b>						
Capital Projects Designation <sup>3</sup>	-	94,389	86,113	77,343	-10.2%	-18.1%
<b>Net Cash Available</b>	<b>(6,149)</b>	<b>-</b>	<b>-</b>	<b>-</b>		
<b>DONNER PASS ROAD MAINTENANCE DISTRICT FUND</b>						
<b>BEGINNING FUND BALANCE</b>	<b>-</b>	<b>14,277</b>	<b>-</b>	<b>69,432</b>		
Revenues	-	-	72,932	73,807	1.2%	
Facilities Maintenance Labor	-	-	-	-		
Supplies & Services	-	-	3,500	49,000	1300.0%	
Transfers to General Fund	-	-	-	28,842		
<b>Revenue over/(under) Expenses</b>	<b>-</b>	<b>-</b>	<b>69,432</b>	<b>(4,035)</b>		
<b>ENDING FUND BALANCES</b>						
Capital Projects Designation <sup>3</sup>	-	14,277	69,432	65,397	-5.8%	358.1%
<b>Net Cash Available</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		
<b>COLDSTREAM MAINTENANCE DISTRICT FUND</b>						
<b>BEGINNING FUND BALANCE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		
Revenues	-	-	-	17,732		
Facilities Maintenance Labor	-	-	-	-		
Supplies & Services	-	-	-	10,500		
Transfers Out	-	-	-	5,246		
<b>Revenue over/(under) Expenses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,986</b>		
<b>ENDING FUND BALANCES</b>						
Capital Projects Designation <sup>3</sup>	-	-	-	1,986		
<b>Net Cash Available</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		

<sup>1</sup> Designation is for risk management. \$5,000 will be saved each year to meet the Town's \$50,000 insurance premium

<sup>2</sup> Designation to save for eventual replacement of specialized snow removal equipment. Savings equal to \$5,500 per year.

<sup>3</sup> Designations is accumulated to complete capital maintenance projects within the CFD areas as needed (example projects include paving sidewalks).

**GAS TAX FUND SUMMARY  
2020/21 SUMMARY BUDGET**

	2018/19 ACTUAL	2019/20 AMENDED BUDGET	2019/20 ESTIMATED ACTUALS	2020/21 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
<b>BEGINNING FUND BALANCE</b>	<b>94,824</b>	<b>135,572</b>	<b>154,231</b>	<b>431,653</b>		
<b>REVENUES</b>						
Intergovernmental Revenues	2,242,894	2,792,105	2,629,395	2,392,499	-9.0%	-14.3%
Interest Income	4,256	2,711	3,700	5,179	40.0%	91.0%
<b>Total Revenues</b>	<b>2,247,151</b>	<b>2,794,816</b>	<b>2,633,095</b>	<b>2,397,678</b>	<b>-8.9%</b>	<b>-14.2%</b>
<b>EXPENDITURES</b>						
Transfer to General Fund	1,954,543	2,502,955	2,338,785	2,095,054	-10.4%	-16.3%
Transfer to Parking Fund	8,368	15,000	16,888	15,000	-11.2%	
Transfer to Capital Projects	224,833	410,417	-	450,000		9.6%
<b>Total Expenditures</b>	<b>2,187,743</b>	<b>2,928,372</b>	<b>2,355,673</b>	<b>2,560,054</b>	<b>8.7%</b>	<b>-12.6%</b>
<b>Revenue Over (Under) Expenses</b>	<b>59,407</b>	<b>(133,556)</b>	<b>277,422</b>	<b>(162,376)</b>	<b>-158.5%</b>	
<b>ENDING FUND BALANCE</b>	<b>154,231</b>	<b>2,016</b>	<b>431,653</b>	<b>269,277</b>	<b>-37.6%</b>	<b>13257.0%</b>

**MEASURE V SALES TAX FUND SUMMARY  
2020/21 SUMMARY BUDGET**

	2018/19 ACTUAL	2019/20 AMENDED BUDGET	2019/20 ESTIMATED ACTUALS	2020/21 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
<b>BEGINNING BALANCE AS PREVIOUSLY REPORTED</b>	<b>2,652,301</b>					
Prior Period Adjustment	123,279					
<b>BEGINNING FUND BALANCE</b>	<b>2,775,580</b>	<b>1,442,009</b>	<b>1,851,117</b>	<b>2,763,357</b>		
<b>REVENUES</b>						
Sales Tax	2,693,911	2,597,390	2,533,000	2,420,000	-4.5%	-6.8%
Interest Income	107,968	28,840	39,000	31,509	-19.2%	9.3%
Other Revenues	-	-	20,259	-	-100.0%	
<b>Total Revenues</b>	<b>2,801,879</b>	<b>2,626,230</b>	<b>2,592,259</b>	<b>2,451,509</b>	<b>-5.4%</b>	<b>-6.7%</b>
<b>EXPENDITURES</b>						
Other Expenditures	4,755	8,000	8,000	8,000		
Transfer to Capital Projects	3,721,587	2,693,263	1,672,018	738,680	-55.8%	-72.6%
<b>Total Expenditures</b>	<b>3,726,342</b>	<b>2,701,263</b>	<b>1,680,018</b>	<b>746,680</b>	<b>-55.6%</b>	<b>-72.4%</b>
<b>Revenue Over (Under) Expenses</b>	<b>(924,463)</b>	<b>(75,033)</b>	<b>912,241</b>	<b>1,704,829</b>	<b>86.9%</b>	
<b>ENDING FUND BALANCE</b>	<b>1,851,117</b>	<b>1,366,976</b>	<b>2,763,357</b>	<b>4,468,186</b>	<b>61.7%</b>	<b>226.9%</b>

**MEASURE R SALES TAX FUND SUMMARY  
2020/21 SUMMARY BUDGET**

	<b>2018/19 ACTUAL</b>	<b>2019/20 AMENDED BUDGET</b>	<b>2019/20 ESTIMATED ACTUALS</b>	<b>2020/21 PROPOSED BUDGET</b>	<b>% CHG BUD TO EA</b>	<b>% CHG BUD TO BUD</b>
<b>BEGINNING BALANCE AS PREVIOUSLY REPORTED</b>	<b>3,097,201</b>					
Prior Period Adjustment	(123,279)					
<b>BEGINNING FUND BALANCE</b>	<b>2,973,922</b>	<b>3,890,719</b>	<b>4,170,815</b>	<b>5,017,023</b>		
<b>REVENUES</b>						
Sales Tax	1,333,892	1,253,730	1,256,000	1,210,000	-3.7%	-3.5%
Interest Income	108,760	77,814	77,160	58,332	-24.4%	-25.0%
<b>Total Revenues</b>	<b>1,442,651</b>	<b>1,331,544</b>	<b>1,333,160</b>	<b>1,268,332</b>	<b>-4.9%</b>	<b>-4.7%</b>
<b>EXPENDITURES</b>						
Bank Account Analysis Fees	-	-	-	500		
Transfer to General Fund	131,737	143,511	136,952	159,294	16.3%	11.0%
Transfer to Capital Projects	114,021	825,000	350,000	786,969	124.8%	-4.6%
<b>Total Expenditures</b>	<b>245,758</b>	<b>968,511</b>	<b>486,952</b>	<b>946,763</b>	<b>94.4%</b>	<b>-2.2%</b>
<b>Revenue Over (Under) Expenses</b>	<b>1,196,893</b>	<b>363,033</b>	<b>846,208</b>	<b>321,569</b>	<b>-62.0%</b>	<b>-11.4%</b>
<b>ENDING FUND BALANCE</b>	<b>4,170,815</b>	<b>4,253,752</b>	<b>5,017,023</b>	<b>5,338,592</b>	<b>6.4%</b>	<b>25.5%</b>

Note: The sales tax funds generated by Measure R are restricted for use on trails construction and maintenance. This fund is referred to as the Trails fund in some Town materials.

**TRAFFIC IMPACT FEES FUND SUMMARY**  
**2020/21 SUMMARY BUDGET**

	2018/19 ACTUAL	2019/20 AMENDED BUDGET	2019/20 ESTIMATED ACTUALS	2020/21 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
<b>BEGINNING FUND BALANCE</b>	<b>6,058,737</b>	<b>7,292,113</b>	<b>7,724,900</b>	<b>9,099,309</b>		
<b>REVENUES</b>						
Fees	2,178,803	1,000,000	1,967,339	2,910,000	47.9%	191.0%
Interest Income	224,574	145,842	142,910	109,191	-23.6%	-25.1%
<b>Total Revenues</b>	<b>2,403,377</b>	<b>1,145,842</b>	<b>2,110,249</b>	<b>3,019,191</b>	<b>43.1%</b>	<b>163.5%</b>
<b>EXPENDITURES</b>						
Credit Card Fees	6,203	6,000	5,000	6,000	20.0%	
Transfer to Capital Projects	731,011	597,500	723,840	3,645,282	403.6%	510.1%
Engineering Labor	-	7,000	7,000	7,200	2.9%	2.9%
<b>Total Expenditures</b>	<b>737,214</b>	<b>610,500</b>	<b>735,840</b>	<b>3,658,482</b>	<b>397.2%</b>	<b>499.3%</b>
<b>Revenue Over (Under) Expenses</b>	<b>1,666,163</b>	<b>535,342</b>	<b>1,374,409</b>	<b>(639,291)</b>	<b>-146.5%</b>	<b>-219.4%</b>
<b>ENDING FUND BALANCE</b>	<b>7,724,900</b>	<b>7,827,455</b>	<b>9,099,309</b>	<b>8,460,018</b>	<b>-7.0%</b>	<b>8.1%</b>

Note: This fund has been referred to as the AB1600 Traffic Fees Fund in previous years' budgets.

**FACILITIES IMPACT FEES FUNDS SUMMARY  
2020/21 SUMMARY BUDGET**

	2018/19 ACTUAL	2019/20 AMENDED BUDGET	2019/20 ESTIMATED ACTUALS	2020/21 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
<b>LAW ENFORCEMENT FUND</b>						
<b>BEGINNING FUND BALANCE</b>	<b>277,836</b>	<b>58,192</b>	-	-		
Revenues	81,145	51,163	87,486	81,100	-7.3%	58.5%
Expenditures - Engineering Labor	-	375	-	375		
Expenditures - Capital Projects	358,746	40,000	87,286	80,525	-7.7%	101.3%
Expenditures - Credit Card Fees	235	200	200	200		
<b>ENDING FUND BALANCE</b>	<b>-</b>	<b>68,780</b>	<b>-</b>	<b>-</b>		<b>-100.0%</b>
<b>ANIMAL SERVICES FUND</b>						
<b>BEGINNING FUND BALANCE</b>	<b>99,007</b>	<b>111,801</b>	<b>111,807</b>	<b>133,410</b>		
Revenues	12,904	10,827	21,678	20,610	-4.9%	90.4%
Expenditures - Engineering Labor	-	100	50	100	100.0%	
Expenditures - Credit Card Fees	104	50	25	50	100.0%	
<b>ENDING FUND BALANCE</b>	<b>111,807</b>	<b>122,478</b>	<b>133,410</b>	<b>153,870</b>	<b>15.3%</b>	<b>25.6%</b>
<b>STORM DRAINAGE FUND</b>						
<b>BEGINNING FUND BALANCE</b>	<b>369,810</b>	<b>577,034</b>	<b>487,058</b>	<b>729,686</b>		
Revenues	169,971	195,091	299,628	276,881	-7.6%	41.9%
Expenditures - Engineering Labor	-	1,000	1,000	1,000		
Expenditures - Capital Projects	51,409	60,000	55,000	200,000	263.6%	233.3%
Expenditures - Credit Card Fees	1,315	1,200	1,000	1,200	20.0%	
<b>ENDING FUND BALANCE</b>	<b>487,058</b>	<b>709,925</b>	<b>729,686</b>	<b>804,367</b>	<b>10.2%</b>	<b>13.3%</b>
<b>GENERAL GOVERNMENT FUND</b>						
<b>BEGINNING FUND BALANCE</b>	<b>775,538</b>	<b>158,832</b>	-	-		
Revenues	211,340	191,033	354,337	253,153	-28.6%	32.5%
Expenditures - Engineering Labor	-	1,000	1,000	1,000		
Expenditures - Capital Projects	985,214	175,000	352,337	250,853	-28.8%	43.3%
Expenditures - Credit Card Fees	1,665	1,300	1,000	1,300	30.0%	
<b>ENDING FUND BALANCE</b>	<b>-</b>	<b>172,565</b>	<b>-</b>	<b>-</b>		<b>-100.0%</b>
<b>TOTAL ENDING FUND BALANCES</b>	<b>598,865</b>	<b>1,073,748</b>	<b>863,096</b>	<b>958,237</b>	<b>11%</b>	<b>-11%</b>

**PARKING FUND SUMMARY  
2020/21 SUMMARY BUDGET**

	2018/19 ACTUAL	2019/20 AMENDED BUDGET	2019/20 ESTIMATED ACTUALS	2020/21 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
<b>BEGINNING FUND BALANCE</b>	<b>1,437,587</b>	<b>1,805,788</b>	<b>1,682,173</b>	<b>1,820,092</b>		
<b>REVENUES</b>						
Parking Fees	862,340	822,500	714,700	822,500	15.1%	
Parking Fines	51,095	84,000	73,500	84,000	14.3%	
Other Revenue	50	-	25	-	-100.0%	
Snow Removal Reimbursement	8,368	15,000	16,888	15,000	-11.2%	
Interest Income	33,065	31,712	31,712	6,795	-78.6%	-78.6%
<b>Total Revenues</b>	<b>954,918</b>	<b>953,212</b>	<b>836,825</b>	<b>928,295</b>	<b>10.9%</b>	<b>-2.6%</b>
<b>EXPENDITURES</b>						
Personnel	240,924	240,576	214,049	246,622	15.2%	2.5%
Services & Supplies	318,055	328,422	308,736	373,401	20.9%	13.7%
General Fund Cost Share	-	100,000	100,000	100,000		
Non-depreciable Capital Outlay	178	-	-	-		
Depreciation	9,970	9,347	9,763	15,775	61.6%	68.8%
Transfer to Capital Projects	141,205	1,292,968	66,359	1,339,641	1918.8%	3.6%
<b>Total Expenditures</b>	<b>710,332</b>	<b>1,971,313</b>	<b>698,906</b>	<b>2,075,440</b>	<b>197.0%</b>	<b>5.3%</b>
<b>Revenue Over (Under) Expenses</b>	<b>244,586</b>	<b>(1,018,101)</b>	<b>137,919</b>	<b>(1,147,145)</b>	<b>-931.8%</b>	
<b>ENDING FUND BALANCE</b>	<b>1,682,173</b>	<b>787,687</b>	<b>1,820,092</b>	<b>672,947</b>	<b>-63.0%</b>	<b>-14.6%</b>
<b><i>Nonspendable Fund Balance</i></b>						
Capital Assets	85,158	1,780,841	75,396	104,621	39%	-94%
<b><i>Assigned Fund Balance</i></b>						
Contingency <sup>1</sup>	309,062	300,141	316,274	367,899	16%	23%
Capital Improvement Designation <sup>2</sup>	250,000	-	250,000	50,000	-80%	
<b>Total Assigned Fund Balance</b>	<b>559,062</b>	<b>300,141</b>	<b>566,274</b>	<b>417,899</b>	<b>-26%</b>	<b>39%</b>
<b>Net Cash Available</b>	<b>1,037,953</b>	<b>-</b>	<b>1,178,422</b>	<b>150,427</b>	<b>-87%</b>	<b>0%</b>
<b>Payment Share Agreement</b>						
Amount to General Fund	239,250	639,250	239,250	139,250	-42%	-78%

<sup>1</sup> The contingency designation is intended to equal six (6) months of operating expenses if enough funds are available.

<sup>2</sup> The capital improvement designation is intended to be used for capital improvements and/or replacements of the Parking Districts equipment (e.g. parking meters) and parking lots. Savings for the capital improvement designation are \$50,000 per fiscal year.

**TRANSIT FUND SUMMARY  
2020/21 SUMMARY BUDGET**

	2018/19 ACTUAL	2019/20 AMENDED BUDGET	2019/20 ESTIMATED ACTUALS	2020/21 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
<b>BEGINNING FUND BALANCE</b>	<b>407,540</b>	<b>669,238</b>	<b>333,448</b>	<b>569,983</b>		
<b>REVENUES</b>						
State Transportation Funds (LTF,STA)	382,286	749,756	975,955	963,001	-1.3%	28.4%
CTSA Funds	24,820	28,669	27,376	26,805	-2.1%	-6.5%
Federal Funds	319,503	336,478	336,478	481,585	43.1%	43.1%
Other Grants	146,460	59,007	71,750	182,845	154.8%	209.9%
Charges for Services	2,401	2,000	2,000	2,000		
County Funds	16,429	137,991	120,075	161,346	34.4%	16.9%
Private Contributions	205,034	234,688	121,623	63,172	-48.1%	-73.1%
Interest Income	2,364	2,537	4,314	1,067	-75.3%	-57.9%
Transfers In	24,813	-	72,794	74,864	2.8%	
Other Revenue	4,339	3,000	1,200	1,500	25.0%	-50.0%
<b>Total Revenues</b>	<b>1,128,449</b>	<b>1,554,126</b>	<b>1,733,565</b>	<b>1,958,185</b>	<b>13.0%</b>	<b>26.0%</b>
<b>EXPENDITURES</b>						
Personnel	142,405	167,920	155,569	198,430	27.6%	18.2%
Services & Supplies	986,087	1,559,796	1,260,305	1,479,406	17.4%	-5.2%
Non-depreciable Capital Outlay	-	-	71	255,952	360395.8%	
Depreciation	74,049	84,388	81,086	77,760	-4.1%	-7.9%
<b>Total Expenditures</b>	<b>1,202,541</b>	<b>1,812,104</b>	<b>1,497,030</b>	<b>2,011,549</b>	<b>34.4%</b>	<b>11.0%</b>
<b>Revenue Over (Under) Expenses</b>	<b>(74,092)</b>	<b>(257,978)</b>	<b>236,535</b>	<b>(53,364)</b>	<b>-122.6%</b>	
<b>ENDING FUND BALANCE</b>	<b>333,448</b>	<b>411,260</b>	<b>569,983</b>	<b>516,618</b>	<b>-9.4%</b>	<b>25.6%</b>
<b><i>Nonspendable Fund Balance</i></b>						
Capital Assets	468,318	457,979	481,061	403,301	-16%	-12%
<b>Net Cash Available</b>	<b>(134,870)</b>	<b>(46,719)</b>	<b>88,922</b>	<b>113,317</b>	<b>27%</b>	<b>0%</b>

**SOLID WASTE FUND SUMMARY  
2020/21 SUMMARY BUDGET**

	2018/19 ACTUAL	2019/20 AMENDED BUDGET	2019/20 ESTIMATED ACTUALS	2020/21 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
<b>BEGINNING BALANCE AS PREVIOUSLY REPORTED</b>	879,278					
Prior Period Adjustment	(241,378)					
<b>BEGINNING FUND BALANCE</b>	<b>637,900</b>	<b>966,588</b>	<b>727,536</b>	<b>796,836</b>		
<b>REVENUES</b>						
Interest Income	8,354	19,330	13,459	9,562	-29.0%	-50.5%
Grant Revenue	-	30,000	30,000	10,000	-66.7%	-66.7%
Intergovernmental Funding	10,000	-	-	-		
Parcel Charges	4,087,608	4,372,073	4,488,075	4,899,277	9.2%	12.1%
Other Revenue	89,205	92,316	117,142	91,328	-22.0%	-1.1%
<b>Total Revenues</b>	<b>4,195,167</b>	<b>4,513,719</b>	<b>4,648,676</b>	<b>5,010,167</b>	<b>7.8%</b>	<b>11.0%</b>
<b>EXPENDITURES</b>						
Personnel	251,966	237,711	214,872	250,978	16.8%	5.6%
Services & Supplies	3,853,432	4,262,692	4,363,239	4,671,099	7.1%	9.6%
Non-depreciable Capital Outlay	-	3,400	1,200	1,200		-64.7%
Depreciation	133	66	66	-	-100.0%	-100.0%
Transfer to Capital Projects	-	71,250	-	71,250		
<b>Total Expenditures</b>	<b>4,105,531</b>	<b>4,575,119</b>	<b>4,579,376</b>	<b>4,994,527</b>	<b>9.1%</b>	<b>9.2%</b>
<b>Revenue Over (Under) Expenses</b>	<b>89,636</b>	<b>(61,400)</b>	<b>69,300</b>	<b>15,640</b>	<b>-77.4%</b>	
<b>ENDING FUND BALANCE</b>	<b>727,536</b>	<b>905,188</b>	<b>796,836</b>	<b>812,476</b>	<b>2.0%</b>	<b>-10.2%</b>

**BUILDING AND SAFETY FUND SUMMARY  
2020/21 SUMMARY BUDGET**

	2018/19 ACTUAL	2019/20 AMENDED BUDGET	2019/20 ESTIMATED ACTUALS	2020/21 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
<b>BEGINNING FUND BALANCE</b>	<b>1,962,266</b>	<b>1,903,297</b>	<b>2,487,997</b>	<b>3,054,628</b>		
<b>REVENUES</b>						
Building Fees	1,883,149	1,877,894	1,951,900	1,771,961	-9.2%	-5.6%
Interest Income	76,637	29,692	44,212	35,517	-19.7%	19.6%
<b>Total Revenues</b>	<b>1,959,786</b>	<b>1,907,586</b>	<b>1,996,112</b>	<b>1,807,478</b>	<b>-9.5%</b>	<b>-5.2%</b>
<b>EXPENDITURES</b>						
Personnel	833,980	911,449	754,869	980,472	29.9%	7.6%
Services & Supplies	556,290	674,308	650,751	725,931	11.6%	7.7%
Non-depreciable Capital Outlay	5,408	15,100	7,500	1,700	-77.3%	-88.7%
Depreciation	17,750	3,280	3,280	2,697	-17.8%	-17.8%
Transfer to Capital Projects	20,628	15,000	13,080	42,000	221.1%	180.0%
<b>Total Expenditures</b>	<b>1,434,056</b>	<b>1,619,137</b>	<b>1,429,480</b>	<b>1,752,800</b>	<b>22.6%</b>	<b>8.3%</b>
<b>Revenue Over (Under) Expenses</b>	<b>525,731</b>	<b>288,449</b>	<b>566,632</b>	<b>54,678</b>	<b>-90.4%</b>	<b>-81.0%</b>
<b>ENDING FUND BALANCE</b>	<b>2,487,997</b>	<b>2,191,746</b>	<b>3,054,628</b>	<b>3,109,306</b>	<b>1.8%</b>	<b>41.9%</b>
<b><i>Nonspendable Fund Balance</i></b>						
Capital Assets	98,120	92,792	94,840	134,143	41%	45%
<b><i>Assigned Fund Balance</i></b>						
Contingency <sup>1</sup>	600,000	600,000	600,000	1,708,103	185%	185%
Vehicle Replacement <sup>2</sup>	90,583	63,221	147,246	152,714	4%	142%
<b>Total Assigned Fund Balance</b>	<b>690,583</b>	<b>663,221</b>	<b>747,246</b>	<b>1,860,817</b>	<b>149%</b>	<b>181%</b>
<b>Net Cash Available</b>	<b>1,699,294</b>	<b>1,435,733</b>	<b>2,212,542</b>	<b>1,114,346</b>	<b>-50%</b>	<b>-22%</b>

<sup>1</sup> The current savings plan is working to accumulate one year's worth of operating expenditures. It is estimated that the Building and Safety Department collect approximately one year's worth of work in the form of payment for building permits. By setting aside one year's worth of operating expenses, the Town ensures that the services could be provided regardless of whether or not the Town experienced some catastrophic loss.

<sup>2</sup> The Vehicle Replacement contingency savings are calculated as 10% of any projected revenues in excess of expenditures.

**REDEVELOPMENT SUCCESSOR AGENCY FUND SUMMARY  
2020/21 SUMMARY BUDGET**

	2018/19 ACTUAL	2019/20 AMENDED BUDGET	2019/20 ESTIMATED ACTUALS	2020/21 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
<b>BEGINNING FUND BALANCE</b>	<b>(10,110,291)</b>	<b>(10,063,142)</b>	<b>(10,081,595)</b>	<b>(9,973,683)</b>		
<b>REVENUES</b>						
Property Tax Revenue	708,831	705,686	740,000	705,686	-4.6%	
Administrative Cost Reimbursement	172,205	94,910	94,910	94,910		
Loan Interest	8,852	9,800	5,000	5,000		-49.0%
Interest Income	30,074	20,640	28,532	23,210	-18.7%	12.5%
Other Revenue	114,905	115,282	117,169	115,282	-1.6%	
<b>Total Revenues</b>	<b>1,034,866</b>	<b>946,318</b>	<b>985,611</b>	<b>944,088</b>	<b>-4.2%</b>	<b>-0.2%</b>
<b>EXPENDITURES</b>						
Non-Administrative Costs	732,300	729,261	729,261	729,261		
Loan Principal Forgiveness	23,870	23,870	53,524	23,870	-55.4%	
Administrative Costs	250,000	94,914	94,914	94,910	0.0%	0.0%
<b>Total Expenditures</b>	<b>1,006,171</b>	<b>848,045</b>	<b>877,699</b>	<b>848,041</b>	<b>-3.4%</b>	<b>0.0%</b>
<b>Revenue Over (Under) Expenses</b>	<b>28,696</b>	<b>98,273</b>	<b>107,912</b>	<b>96,047</b>	<b>-11.0%</b>	<b>-2.3%</b>
<b>ENDING FUND BALANCE</b>	<b>(10,081,595)</b>	<b>(9,964,869)</b>	<b>(9,973,683)</b>	<b>(9,877,636)</b>		

**FLEET REPLACEMENT FUND SUMMARY  
2020/21 SUMMARY BUDGET**

	2018/19 ACTUAL	2019/20 AMENDED BUDGET	2019/20 ESTIMATED ACTUALS	2020/21 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
<b>BEGINNING FUND BALANCE</b>	<b>5,040,285</b>	<b>5,351,204</b>	<b>5,808,336</b>	<b>5,280,088</b>		
<b>REVENUES</b>						
Departmental Contributions	1,060,919	1,084,252	1,084,252	1,084,252		
<b>Total Revenues</b>	<b>1,060,919</b>	<b>1,084,252</b>	<b>1,084,252</b>	<b>1,084,252</b>		
<b>EXPENDITURES</b>						
Equipment Purchases	292,868	1,612,500	1,612,500	1,572,500	-2.5%	-2.5%
Transfers Out - Capital Projects	-	50,000	-	95,000		90.0%
<b>Total Expenditures</b>	<b>292,868</b>	<b>1,662,500</b>	<b>1,612,500</b>	<b>1,667,500</b>	<b>3.4%</b>	<b>0.3%</b>
<b>Revenue Over (Under) Expenses</b>	<b>768,051</b>	<b>(578,248)</b>	<b>(528,248)</b>	<b>(583,248)</b>		
<b>ENDING FUND BALANCE</b>	<b>5,808,336</b>	<b>4,772,956</b>	<b>5,280,088</b>	<b>4,696,840</b>	<b>-11.0%</b>	<b>-1.6%</b>

**FLEET EQUIPMENT REPLACEMENTS  
2020/21 SUMMARY BUDGET**

<b>DEPARTMENT AND EQUIPMENT</b>	<b>FY 2020/21 PROPOSED BUDGET</b>
<b>Public Works - Snow Removal Only</b>	
Unit #217 - Five Ton All-Wheel Drive Sand Truck w/ Front and Wing Plow	\$ 280,000
Unit #218 - Five Ton All-Wheel Drive Sand Trucke w/ Front and Wing Plow	280,000
Unit #626 - 950/644 Hybrid Loader/Snow Plow	350,000
Unit #630 - 950/644 Hybrid Loader/Snow Plow	350,000
<b>Subtotal Snow Removal Only</b>	<b>1,260,000</b>
<b>Public Works - Combined Road Maintenance &amp; Snow Removal</b>	
Unit #123 - 1/2 Ton Pickup with Camper Shell	\$ 35,000
Unit #128 - Five Ton Dump Truck	90,000
<b>Subtotal Combined Road Maintenance &amp; Snow Removal</b>	<b>125,000</b>
<b>Public Works - Fleet Maintenance</b>	
Unit #126 - 1/2 Ton Pickup	37,500
Unit #148 - 1/2 Ton Pickup	37,500
<b>Subtotal Fleet Maintenance</b>	<b>75,000</b>
<b>Police Department</b>	
Unit #819 - Unmarked Police Vehicle	55,000
Unit #834 - Marked Patrol Vehicle	57,500
<b>Subtotal Police Department</b>	<b>112,500</b>
<b>TOTAL FLEET REPLACEMENT</b>	<b>\$ 1,572,500</b>

Please see the Town's Fleet Replacement Plan for more detail. It can be located by searching "Fleet Replacement Plan" on the Town's website.

Per the Town's Purchasing Policies, as adopted in FY16/17, purchase orders for the purchase of the above mentioned fleet replacement vehicles will only be brought to Council for approval should Council specifically request such action, regardless of the amount.

<b>EQUIPMENT OR PROPERTY</b>	<b>FY 2020/21 TRADE-INS &amp; SALES REVENUE</b>
<b>Auction</b>	
Unit #217 - Five Ton All-Wheel Drive Sand Truck	25,000
Unit #626 - John Deere 644J Loader	25,000
Unit #634 - John Deere 644J Loader	23,000
<b>TOTAL TRADE-INS &amp; SALES OF EQUIPMENT OR PROPERTY <sup>1</sup></b>	<b>\$ 73,000</b>

<sup>1</sup> Revenue from the sale or trade-in of surplus equipment is recorded in the General Fund Revenues section of this budget.

**AFFORDABLE HOUSING AND ECONOMIC DEVELOPMENT  
GRANT AND LOAN ACTIVITIES  
2020/21 SUMMARY BUDGET**

FUND	DESCRIPTION	2018/19 ACTUAL	2019/20 AMENDED BUDGET	2019/20 ESTIMATED ACTUALS	2020/21 PROPOSED BUDGET
<b><u>FEDERAL DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD)</u></b>					
<b>315</b>	<b>99-HOME-0402 - Sierra Pines (Village) \$950,000 Award, 72 Unit Apartment Building</b>				
	Beginning Fund Balance	-	-	-	1,400,000
	<i>Revenues:</i>				
	Loan Principle Payment	-	-	950,000	-
	Loan Interest Payments	-	-	450,000	-
	<i>Less: Expenditures</i>	-	-	-	-
	<b>Ending Fund Balance</b>	<u>-</u>	<u>-</u>	<u>1,400,000</u>	<u>1,400,000</u>
	Loan Balance - Sierra Pines	2,790,858	2,964,449	-	-
<b>313</b>	<b>04-HOME-0761 - Henness Flats \$3,662,500 Award, 92 Unit Apartment Building</b>				
	Beginning Fund Balance	-	-	-	-
	<i>Revenues:</i>				
	Interest Revenue	-	-	-	-
	<i>Less: Expenditures</i>	-	-	-	-
	<b>Ending Fund Balance</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	Loan Balance - Truckee Pacific Associates	4,701,726	4,804,098	4,804,098	4,855,284
<b>311</b>	<b>06-HOME-2452 - \$4,000,000 Award, Frishman Hollow 32 Unit Apartment Building</b>				
	Beginning Fund Balance	-	-	-	-
	<i>Revenues:</i>				
	Interest Revenue	-	-	-	-
	<i>Less: Expenditures</i>	-	-	-	-
	<b>Ending Fund Balance</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	Loan Balance - Alder Pacific	5,209,355	5,326,352	5,326,352	5,443,349
<b>322</b>	<b>01-STBG-1614 - \$500,000 award</b>				
	Beginning Fund Balance	-	-	-	-
	<i>Revenues:</i>				
	Loan Principal Payments	-	-	46,758	-
	<i>Less: Expenditures</i>				
	Transfer to Program Income	-	-	(46,758)	-
	<b>Ending Fund Balance</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	Loan Balance	46,758	48,628	-	-

**AFFORDABLE HOUSING AND ECONOMIC DEVELOPMENT  
GRANT AND LOAN ACTIVITIES  
2020/21 SUMMARY BUDGET**

FUND	DESCRIPTION	2018/19 ACTUAL	2019/20 AMENDED BUDGET	2019/20 ESTIMATED ACTUALS	2020/21 PROPOSED BUDGET
<b>CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT (HCD)</b>					
<b>323</b>	<b>CDBG-10-STBG-6741 - \$800,000 award, Housing Rehab - Multi-Unit Residential</b>				
	Beginning Fund Balance	-	-	-	-
	<i>Revenues:</i>				
	Loan Principle Payment	13,689	14,247	14,247	14,534
	Loan Interest Payments	13,929	13,371	13,371	13,083
	<i>Less: Expenditures</i>				
	Transfer to Program Income	(27,618)	(27,618)	(27,618)	(27,618)
	<b>Ending Fund Balance</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	Loan Balance - Senior Housing Loan	673,880	660,809	660,809	646,275
<b>324</b>	<b>15-CDBG-10566 Small Business Loans</b>				
	Beginning Fund Balance	(3,179)	-	-	-
	<i>Revenues:</i>				
	Loan Principle Payment	67,819	-	8,386	10,283
	Loan Interest Payments	1,595	-	378	234
	Transfer from Program Income	3,179			
	<i>Less: Expenditures</i>				
	Transfer to Program Income	(69,414)	-	(8,764)	(10,517)
	<b>Ending Fund Balance</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	Loan Balance	26,457	-	16,377	6,094
<b>314</b>	<b>00-CalHome-023 - \$500,000 Award, Rehab Loans</b>				
	Beginning Fund Balance	-	-	-	-
	<i>Revenues:</i>				
	Loan Principle Payment	97,273	-	83,448	-
	Loan Interest Payments	-	-	-	-
	<i>Less: Expenditures</i>				
	Transfer to CalHome Reuse Fund	(97,273)	-	(83,448)	-
	<b>Ending Fund Balance</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	Loan Balances	83,448	-	-	-

**AFFORDABLE HOUSING AND ECONOMIC DEVELOPMENT  
GRANT AND LOAN ACTIVITIES  
2020/21 SUMMARY BUDGET**

FUND	DESCRIPTION	2018/19 ACTUAL	2019/20 AMENDED BUDGET	2019/20 ESTIMATED ACTUALS	2020/21 PROPOSED BUDGET
<b><u>CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT (HCD)</u></b>					
<b>312</b>	<b>06-CalHome-183 - \$600,000 Grant Awarded October 2007 - Rehab and Down Payment Assistance Loans</b>				
	Beginning Fund Balance	-	-	-	-
	<i>Revenues:</i>				
	Loan Principle Payment	28,689	-	-	-
	Loan Interest Payments	9,015	-	-	-
	<i>Less: Expenditures</i>				
	Transfer to CalHome Reuse Fund	(37,704)	-	-	-
	<b>Ending Fund Balance</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	Loan Balances	242,693	248,374	248,374	254,054
<b>302</b>	<b>05 BEGIN - Down Payment Assistance, Stone Ridge (047) and Spring Creek (051) projects</b>				
	Beginning Fund Balance	-	-	-	-
	<i>Revenues:</i>				
	Loan Principle Payment	-	-	-	-
	Loan Interest Payments	2,000	-	6,000	-
	<i>Less: Expenditures</i>				
	Transfer to BEGIN Reuse Fund	(2,000)	-	(6,000)	-
	<b>Ending Fund Balance</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	Loan Balances	321,584	328,784	322,784	329,084
<b><u>OTHER DOWN PAYMENT HOUSING ASSISTANCE</u></b>					
<b>330</b>	<b>Boulders Moderate Housing and Down Payment Assistance</b>				
	Beginning Fund Balance	-	-	-	-
	<i>Revenues:</i>				
	Loan Principle Payment	90,000	-	-	-
	Loan Interest Payments	16,217	-	16,262	-
	<i>Less: Expenditures</i>				
	Transfer to Affordable Housing In-Lieu	(106,217)	-	(16,262)	-
	<b>Ending Fund Balance</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	Loan Balances	396,232	513,564	388,629	397,348

**AFFORDABLE HOUSING AND ECONOMIC DEVELOPMENT  
GRANT AND LOAN ACTIVITIES  
2020/21 SUMMARY BUDGET**

FUND	DESCRIPTION	2018/19 ACTUAL	2019/20 AMENDED BUDGET	2019/20 ESTIMATED ACTUALS	2020/21 PROPOSED BUDGET
<b><u>OTHER DOWN PAYMENT HOUSING ASSISTANCE (cont'd)</u></b>					
<b>301</b>	<b>BEGIN - Re-Use Funds</b>				
	Beginning Fund Balance	172,737	210,235	210,445	219,645
	<i>Revenues:</i>				
	Interest Revenue	3,664	3,477	3,200	2,564
	Loan Principle Payment	30,000	-	-	-
	Loan Interest Payment	2,044	-	-	-
	Transfer from 05 BEGIN	2,000	-	6,000	-
	<i>Less: Expenditures</i>				
	Loan Expenditure	-	-	-	-
	<b>Ending Fund Balance</b>	<u>210,445</u>	<u>213,712</u>	<u>219,645</u>	<u>222,209</u>
	Loan Balances	32,646	66,490	33,546	34,446
<b>310</b>	<b>CalHome - Re-Use Funds</b>				
	Beginning Fund Balance	80,823	310,899	185,944	353,113
	<i>Revenues:</i>				
	Interest Revenue	1,183	6,217	4,600	4,237
	Loan Principle Payment	-	-	68,000	-
	Loan Interest Payment	-	-	11,122	-
	Transfer from CalHOME	134,977	-	83,448	-
	<i>Less: Expenditures</i>				
	Professional Services	(3,799)	-	-	-
	Loan Expenditure	(27,239)	-	-	-
	<b>Ending Fund Balance</b>	<u>185,944</u>	<u>317,116</u>	<u>353,113</u>	<u>357,350</u>
	Loan Balances	182,865	184,612	188,001	193,140
<b>320</b>	<b>Misc Income from CDBG Use</b>				
	Beginning Fund Balance	126,932	157,088	83,892	97,192
	<i>Revenues:</i>				
	Interest Revenue	2,460	3,141	1,300	1,166
	Loan Principle Payment	-	-	-	-
	Transfer from CDBG Program Income	-	27,618	12,000	178,000
	<i>Less: Expenditures</i>				
	Professional Services	(45,500)	-	-	-
	Loan Expenditure	-	-	-	-
	<b>Ending Fund Balance</b>	<u>83,892</u>	<u>187,847</u>	<u>97,192</u>	<u>276,358</u>
	Loan Balances	52,583	53,083	53,583	54,083

**AFFORDABLE HOUSING AND ECONOMIC DEVELOPMENT  
GRANT AND LOAN ACTIVITIES  
2020/21 SUMMARY BUDGET**

FUND	DESCRIPTION	2018/19 ACTUAL	2019/20 AMENDED BUDGET	2019/20 ESTIMATED ACTUALS	2020/21 PROPOSED BUDGET
<b><u>OTHER DOWN PAYMENT HOUSING ASSISTANCE (cont'd)</u></b>					
<b>321</b>	<b>CDBG Program Income</b>				
	Beginning Fund Balance	55,922	56,540	149,397	222,799
	<i>Revenues:</i>				
	Interest Revenue	2,395	1,130	2,763	2,673
	Loan Principle Payment	-	-	-	-
	Loan Interest Payment	-	-	-	-
	Transfer from CDBG Programs	97,032	27,618	83,140	38,134
	<i>Less: Expenditures</i>				
	Professional Services	(2,773)	(500)	(500)	(500)
	Loan Expenditure	-	-	-	-
	Transfer to Other CDBG Funds	(3,179)	(27,618)	-	-
	Transfer to CIP	-	-	(12,000)	(178,000)
	<b>Ending Fund Balance</b>	<u>149,397</u>	<u>57,170</u>	<u>222,799</u>	<u>85,107</u>
	Loan Balances	53,008	54,512	54,512	56,012
<b>206</b>	<b>Town Housing Fund</b>				
	Beginning Fund Balance	219,480	254,001	254,443	268,234
	<i>Revenues:</i>				
	Interest Revenue	4,653	3,141	4,707	3,218
	Loan Principle Payment	20,601	4,686	4,686	4,781
	Loan Interest Payments	9,709	4,398	4,398	4,304
	<i>Less: Expenditures</i>				
	Loan Expenditure	-	-	-	-
	<b>Ending Fund Balance</b>	<u>254,443</u>	<u>266,226</u>	<u>268,234</u>	<u>280,537</u>
	Loan Balances	550,402	552,778	552,778	554,786
<b>203</b>	<b>Affordable Housing In-Lieu Fund</b>				
	Beginning Fund Balance	1,988,206	2,047,702	2,204,686	598,734
	<i>Revenues:</i>				
	Interest Revenue	50,204	6,217	40,786	7,184
	Housing In-Lieu Fees Collected	110,059	15,000	36,000	15,000
	Other Sources of Revenue	-	-	1,000	-
	Transfers from Other Funds	106,217	-	16,262	-
	<i>Less: Expenditures</i>				
	Professional Services	-	-	-	-
	Loan Expenditure	-	-	-	-
	Transfer to Capital Projects	(50,000)	(1,650,000)	(1,700,000)	-
	<b>Ending Fund Balance</b>	<u>2,204,686</u>	<u>418,919</u>	<u>598,734</u>	<u>620,918</u>
	Loan Balances	-	-	1,650,000	1,666,500

**AFFORDABLE HOUSING AND ECONOMIC DEVELOPMENT  
GRANT AND LOAN ACTIVITY  
2020/21 ANNUAL BUDGET DETAIL**

**ACTIVITY DESCRIPTION**

Various affordable housing projects and down payment assistance loans funded by Federal funds including HOME, CDBG, and STBG grants, as well as state funds from CalHOME, BEGIN, and other down payment assistance grants and developer in-lieu housing funds. Most program funding is fully expended. Some program funds are eligible for re-use once repaid.

**FEDERAL DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

315 99-HOME-0402

August 2000 HOME Program Grant was executed to fund a loan of \$950,000 for a developer to build Sierra Pines (Village), a 72-unit apartment building. Interest is compounded annually at a rate of 6.22% per annum. The Town negotiated a payoff amount of \$1.4 million with the loan holder and the loan was repaid in June 2020.

313 04-HOME-0761

November 2006 HOME grant executed as a loan made to the developer, Truckee Pacific Associates, in the amount of \$3,412,400 with a 55 year term and simple interest calculated at a rate of 3% per annually. Interest and payments are deferred for twelve years, to be paid from residual receipts according to the loan agreement. of occupancy were issued in September of 2007.

311 06-HOME-2452

In August of 2005, the HOME grant was executed for a maximum amount of \$4,000,000, used to fund a loan for the development of Frishman Hollow, low/very low unit project. A loan to the developer, Alder Pacific Association, was issued in the amount of \$3,900,000 is a 55 year term note with simple interest calculated at a rate of 3% per annually. Interest and payments are deferred, to be paid from residual receipts according to the loan agreement.

322 01-STBG-1614

In December of 2001, the CDBG grant was executed. It included funding for rehab loans, total amount encumbered was \$500,000. Two rehab loans were given for a total amount of \$81,650 during FY03/04. These were zero interest, zero payments until the property is sold, with restrictions according to 01-STBG-1614 CDBG application guidelines. Unpaid balances at year-end are listed. One of the two loans termed in FY17/18 and was fully paid off. The second loan was extended with 4% compound interest, but is expected to be paid off in FY19/20.

CDBG-04-EDBG-1022

In July of 2001 Economic Development Block Grant (EDBG) was executed. Funds were used for economic development loans, total amount encumbered was \$500,000. All four (4) economic development loans have been paid off as of June of 2014. Three (3) were given for a total amount of \$70,000 during FY06/07 and an additional loan for \$25,000 was loaned in FY07/08. These were simple interest (6.75% and 4.25% respectively) with payments due monthly. Grant is now closed, remainder of the funds were disencumbered. Funds from paid-off loans were transferred to the CDBG Program Income Fund.

**AFFORDABLE HOUSING AND ECONOMIC DEVELOPMENT  
GRANT AND LOAN ACTIVITY  
2020/21 ANNUAL BUDGET DETAIL**

**FEDERAL DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (cont'd)**

323 CDBG-10-STBG-6741

A CDBG Grant was executed on January 31, 2011 for \$800,000 for Housing Rehabilitation Multi-Unit Residential loans for the rehabilitation of the Senior Apartments on Martis Valley Road in Truckee. The grant funds were loaned to the owner of the property as of January of 2013 on a reimbursement basis. The related construction was completed in FY12/13. The owner is making monthly payments. Payments on the loan are transferred to the CDBG Program Income fund.

**CALIFORNIA STATE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT (HCD)**

314 00-CALHOME-023

CalHome grant awarded June 22, 2001 for rehab loans. The total amount encumbered was \$500,000. Rehab loans are zero interest with payments deferred 15 years and/or transfer of ownership, or other criteria as outlined in the grant documents. All loans have been repaid as of June 30, 2020 and funds were transferred to the CalHome Reuse Fund.

312 06-CALHOME-183

CalHOME Grant, funded by State of California Proposition 1C, was awarded on October 23, 2007 for down payment assistance and rehabilitation loans; total amount encumbered was \$600,000. Down payment assistance loans were 3% simple interest with payments and interest deferred 30 years. Sixteen (16) loans had been issued as of FY12/13. Seven (7) of which are expected to be outstanding at year-end. Repayment occurs upon transfer of ownership or other criteria as outlined in the grant documents.

302 05-BEGIN-047

California Department of Housing and Community Development agreement executed August of 2005 for low/moderate housing down payment assistance. Maximum grant commitment of \$330,000 allowed for down payment assistance in the StoneRidge housing project in the amount of \$30,000 per unit. Down payment assistance loans are 3% simple interest with payments and interest deferred 30 years. Eleven (11) loans were issued, of which eight (8) are expected to be unpaid at year-end. All grant funds have been expended. When payments are made, funds are transferred to the BEGIN Re-Use Fund.

05-BEGIN-051

California Department of Housing and Community Development agreement executed April of 2006 for low and moderate housing down payment assistance. Maximum grant commitment was \$900,000. The grant allowed for down payment assistance in the Spring Creek housing project in the amount of \$30,000 per unit. If units were sold at market, the developer was required to split the additional revenue with the Town 50/50; a minimum amount of \$15,000 was paid for each unit sold at market. These funds are included in deferred revenue and are available for other down payment assistance programs. Three (3) low or moderate housing unit loans were issued at \$30,000. All three (3) have been repaid.

**AFFORDABLE HOUSING AND ECONOMIC DEVELOPMENT  
GRANT AND LOAN ACTIVITY  
2020/21 ANNUAL BUDGET DETAIL**

**OTHER DOWNPAYMENT HOUSING ASSISTANCE**

330 BOULDERS MODERATE HOUSING

The developers of the Boulders, Deerfield Truckee Associates, LLC had an agreement for down payment assistance in the form of a "Community Second" loan. When the units were sold at market rate the developer paid the Town \$36,000 in housing in-lieu fees. Nine (9) zero interest \$30,000 loans were originally issued. Subsequently, twelve (12) loans were issued subsequent to initial offering with 3% simple interest accruing annually. Payment of principal and interest for all loans are deferred 30 years or if ownership changed, as outlined in the promissory note. Developer funds were used for First-Time Homebuyer Loans and all funds are utilized. When the loans are re-paid those funds are transferred to the Affordable Housing In-Lieu fund for other affordable housing assistance. Seven (7) loans are expected to be outstanding at year-end.

301 BEGIN RE-USE FUND

BEGIN funded loan payments which meet certain criteria (detailed above) are transferred to this fund to be used for additional housing assistance, with the same restrictions required to the original grant.

310 CALHOME RE-USE

CalHome funded loan payments which meet certain criteria are transferred to this fund to be used for additional housing assistance, with the same restrictions required in the original grant.

320 MISC INCOME FROM CDBG RE-USE

Funds received which meet certain criteria from payment of CDBG loans. Funds can be used without any restrictions. Town intentions are to use the funds to supplement housing down payment assistance.

321 CDBG PROGRAM INCOME

Funds received from the re-payment of loans issued out of other CDBG grants. If the total deposited into the fund is less than \$35,000 per fiscal year, the amount may be transferred to the Miscellaneous Income fund. If over \$35,000, restrictions apply to using the money for the first time home buyers up to 80% median income in the county. There is currently one (1) loan outstanding.

206 TOWN HOUSING FUND

This fund included fifteen (15) loans issued from the former Redevelopment Housing fund, including a loan for the rehabilitation of the Senior Housing apartments. There are currently eight (8) loans expected to be outstanding at year-end. As loans are paid-off, the Town intends to use the funds for housing assistance.

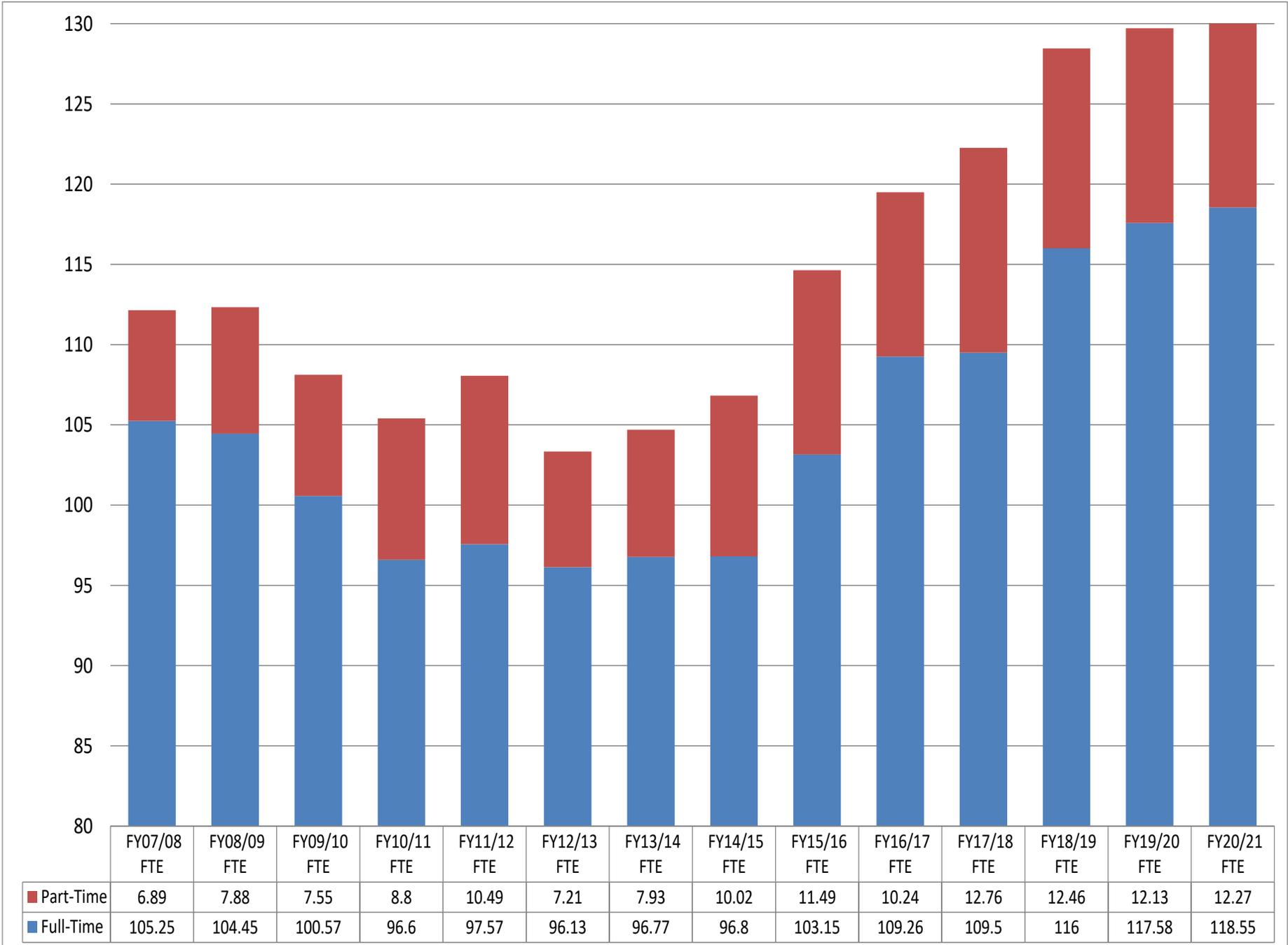
203 AFFORDABLE HOUSING IN-LIEU FUND

Funds received as part of the payment for certain building permits. The money is intended for use in the production of affordable housing.

For FY19/20, funding is being used on the Railyard Housing Development in the form of a loan to the developer for the development and operation of a seventy-seven (77) low/very-low income apartments. 1% simple interest accrues annually. Loan term is fifty-five (55) years, at which time the loan will convert to permanent financing with 1% simple interest accrued annually. Interest and payments are deferred until residual receipts occur, according to the loan agreement.

# FULL-TIME EQUIVALENT (FTE) HISTORY FY 2020/21

2-48



## FULL-TIME EQUIVALENT (FTE) HISTORY - BY DIVISION FY 2016/17 - FY2020/21

Fund	Division	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Change
		FTE	FTE	FTE	FTE	FTE	
<b>General Fund</b>	101.102.00 - Town Manager	0.95	1.00	1.00	1.09	1.09	0.00
	101.103.00 - Town Attorney	0.85	0.90	0.90	0.99	1.07	0.08
	101.104.00 - Town Clerk & Communications	4.65	4.53	4.78	4.58	4.83	0.25
	101.105.00 - Administrative Services	8.53	9.28	7.49	7.69	8.43	0.74
	101.107.00 - Economic Development	0.95	1.40	1.30	1.99	0.99	-1.00
	101.108.00 - Information Technology	0.00	0.00	3.44	4.44	4.20	-0.24
	101.109.00 - Sustainability	0.00	0.00	0.00	0.90	0.90	0.00
	101.110.xx - Police	33.11	32.21	31.87	32.28	32.43	0.15
	101.111.00 - Animal Services	4.86	5.25	5.61	5.66	5.66	0.00
	101.115.00 - Engineering	8.18	7.70	8.16	8.45	7.90	-0.55
	101.116.00 - Road Maintenance	12.11	12.61	12.70	12.77	12.93	0.16
	101.117.00 - Snow Removal	11.06	11.87	12.27	12.19	12.17	-0.02
	101.118.00 - Fleet Maintenance	5.18	6.18	6.47	6.47	6.35	-0.12
	101.120.00 - Planning	7.99	7.45	8.32	7.82	8.58	0.76
	101.130.xx - Facilities	5.19	5.29	5.65	5.77	6.24	0.47
101.140.00 - Housing	0.00	0.00	0.00	0.00	1.00	1.00	
<b>General Fund (partial)</b>	101.119.00 - Trails Maintenance	0.90	1.02	0.87	0.75	0.75	0.00
	101.121.00 - Code Compliance	1.10	1.10	1.10	1.10	1.10	0.00
<b>Brickelltown Fund</b>	212.000.00 - Brickelltown	0.48	0.52	0.32	0.32	0.00	-0.32
<b>Parking Fund</b>	501.000.00 - Parking	1.58	2.05	2.01	2.20	2.05	-0.15
<b>Public Transit Fund</b>	502.xxx.00 - Public Transit	0.95	0.88	1.11	1.11	1.11	0.00
<b>Solid Waste Fund</b>	503.000.00 - Solid Waste	1.60	1.78	2.80	2.28	2.08	-0.20
<b>Building &amp; Safety Fund</b>	504.000.00 - Building	8.12	8.44	9.49	8.51	8.61	0.10
<b>Redevelopment Success Agency Fund</b>	599.000.00 - Redevelopment Successor Agency	1.16	0.80	0.80	0.35	0.35	0.00
<b>Grand Total</b>		<b>119.5</b>	<b>122.26</b>	<b>128.46</b>	<b>129.71</b>	<b>130.82</b>	<b>1.11</b>

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## SECTION 3 - REVENUES



*THE MCIVER ROUNDABOUT CONNECTS WEST RIVER STREET WITH DONNER PASS ROAD VIA AN UNDERPASS BELOW THE RAILROAD TRACK THAT BISECTS THE TOWN OF TRUCKEE.*

### REVENUES BY FUND REVENUE BUDGET DETAIL

**GENERAL FUND REVENUE  
2020/21 REVENUE BUDGET**

101.000.00 General Fund.Non-Department.Non-Division

ACCOUNT		2018/19 ACTUAL	2019/20 AMENDED BUDGET	2019/20 ESTIMATED ACTUALS	2020/21 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
<b>TAX REVENUE</b>							
40.11	Property Tax - Secured Current Yr	11,221,552	11,770,386	11,728,281	12,384,800	5.6%	5.2%
40.20	Property Tax - Unsecured Current Yr	183,189	191,056	202,139	200,926	-0.6%	5.2%
40.25	Property Tax - Unsecured Prior Yrs	1,844	523	6,000	-	-100.0%	-100.0%
40.30	Supplemental Secured Current Yr	116,161	125,400	161,137	165,971	3.0%	32.4%
40.40	Supplemental Unsecured Current Yr	3,064	-	6,000	-	-100.0%	
40.50	Supplemental Prior Years	505	-	700	-	-100.0%	
40.61	RPTTF - RSA Residual	134,654	90,000	160,000	180,800	13.0%	100.9%
40.70	Real Property Transfer Tax	306,968	291,200	297,422	312,947	5.2%	7.5%
41.10	Sales & Use Tax	4,598,381	4,439,243	4,556,000	4,424,000	-2.9%	-0.3%
41.30	Transient Occupancy Tax	4,264,925	3,400,000	3,850,000	3,400,000	-11.7%	
41.50	Franchise Tax	1,228,650	1,025,000	1,206,000	1,200,000	-0.5%	17.1%
	<b>Total Tax Revenue</b>	<b>22,059,894</b>	<b>21,332,808</b>	<b>22,173,679</b>	<b>22,269,445</b>	<b>0.4%</b>	<b>4.4%</b>
<b>INTERGOVERNMENTAL REVENUE</b>							
40.80	Homeowner's Property Tax Relief	97,880	98,000	93,000	95,000	2.2%	-3.1%
45.10	Grant Revenue	31,953	18,000	500	2,000	300.0%	-88.9%
45.11	Property Tax - In-Lieu MVL Fee	1,756,078	1,619,750	1,841,000	1,800,000	-2.2%	11.1%
45.12	Motor Vehicle License Fees	8,007	7,500	13,007	7,500	-42.3%	
45.13	Aquatic Invasive Species Prog Grant	60,255	-	-	-		
45.40	NVC Pass Through Payment	72,289	63,000	78,948	79,000	0.1%	25.4%
45.70	Intergovernmental Funding	3,161	500	10,200	500	-95.1%	
45.75	State Mandated Cost Reimb	7,973	1,000	8,300	1,000	-88.0%	
45.90	TTUSD - SRO Reimbursement	80,481	82,204	84,064	95,542	13.7%	16.2%
	<b>Total Intergovernmental Revenue</b>	<b>2,118,077</b>	<b>1,889,954</b>	<b>2,129,019</b>	<b>2,080,542</b>	<b>-2.3%</b>	<b>10.1%</b>
<b>OTHER REVENUE</b>							
<b>Animal Services</b>							
42.10	Animal Licenses	26,911	25,000	23,500	25,000	6.4%	
46.05	Contract Animal Services	17,677	17,000	8,382	17,000	102.8%	
46.06	Animal Shelter Fees & Charges	17,511	20,000	13,458	15,000	11.5%	-25.0%
<b>Interest Income</b>							
44.10	Interest Income - County	21,221	20,000	25,000	20,000	-20.0%	
44.20,44.30	Interest Income - Investments	1,171,770	689,609	743,600	400,000	-46.2%	-42.0%
<b>Lease Revenue</b>							
47.50	Town Facility Tenant Leases	284,941	284,900	271,816	287,249	5.7%	0.8%
47.51	Depot Tenant Leases	19,008	15,000	26,767	29,489	10.2%	96.6%
<b>Public Safety Department</b>							
42.30	Watercraft Invasive Spec Inspec Fee	12,315	-	-	-		
43.05	Court Fines	150,635	175,000	126,420	150,000	18.7%	-14.3%
45.76	POST Reimbursement	6,594	10,000	22,100	10,000	-54.8%	
46.40	Special Police Dept Services	79,029	80,000	42,000	70,000	66.7%	-12.5%
46.41	Police Special Event Reimbursement	24,921	27,799	19,000	28,000	47.4%	0.7%
46.42	Abandoned Vehicle Abate Reimb	3,478	8,000	3,854	4,000	3.8%	-50.0%

**GENERAL FUND REVENUE  
2020/21 REVENUE BUDGET**

101.000.00 General Fund.Non-Department.Non-Division

ACCOUNT	2018/19 ACTUAL	2019/20 AMENDED BUDGET	2019/20 ESTIMATED ACTUALS	2020/21 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD	
<b>OTHER REVENUE (cont'd)</b>							
<i>Engineering Division</i>							
42.28	Plan Check & Inspection Fees	298,993	150,000	221,000	140,000	-36.7%	-6.7%
46.25	Capital Labor Charge	200,129	90,000	225,000	200,000	-11.1%	122.2%
46.30	Impact Admin Fee	96,847	100,000	100,000	100,000		
<i>Public Works Department</i>							
46.28	Capital Labor Charge - Road Maint.	11,063	20,000	-	-		-100.0%
46.32	CFD Labor Charges	-	-	-	130,000		100.0%
46.50	PW Service Charge - Snow Removal	151,200	100,000	100,000	125,000	25.0%	25.0%
46.51	PW Service Charge - Road Maint.	7,830	8,000	11,000	7,500	-31.8%	-6.3%
46.52	PW Service Charge - Fleet Maint.	13,748	25,000	-	-		-100.0%
<i>Miscellaneous Revenue</i>							
46.31	Special Event Fees	2,013	8,199	1,700	1,000	-41.2%	-87.8%
46.90	Other Current Service Charges	12,367	7,500	7,500	7,500		
47.04	Channel 6 Subscriber Contributions	54,267	50,000	50,000	50,000		
47.05	Downtown Newsrack Lease Revenue	3,060	3,000	3,210	3,000	-6.5%	
47.30	Miscellaneous Revenue	(686)	1,000	4,000	1,000	-75.0%	
47.32	Other Reimbursement Revenue	14,357	-	25,000	-	-100.0%	
47.33	PERS NBPC Refund	108	-	-	-		
47.55	Town Hall Room Rental Fees	343	100	110	-	-100.0%	-100.0%
47.60	Sales of Equipment/Property	4,029	175,500	250,000	73,500	-70.6%	-58.1%
	<b>Total Other Revenue</b>	<b>2,705,680</b>	<b>2,110,607</b>	<b>2,324,417</b>	<b>1,894,238</b>	<b>-18.5%</b>	<b>-10.3%</b>
<b>INTERFUND TRANSFERS</b>							
46.26	Transfer of Admin Overhead Chrgs	417,312	471,407	505,301	649,002	28.4%	37.7%
47.70	Transit Shelter Maintenance	13,927	6,600	8,500	11,500	35.3%	74.2%
49.10	Transfer from Glenshire TSSA	7,628	7,477	7,447	7,447		-0.4%
49.10	Transfer from Measure R Sales Tax	131,737	143,511	136,952	159,294	16.3%	11.0%
49.10	Transfer from Maint District Funds	5,366	5,458	5,958	29,122	388.8%	433.6%
	<b>Total Interfund Transfers</b>	<b>575,971</b>	<b>634,453</b>	<b>664,158</b>	<b>856,365</b>	<b>28.9%</b>	<b>35.0%</b>
	<b>TOTAL GENERAL FUND REVENUE</b>	<b>27,459,622</b>	<b>25,967,822</b>	<b>27,291,273</b>	<b>27,100,590</b>	<b>-0.7%</b>	<b>4.4%</b>
<b>Reconciliation to General Fund Summary (p. 2-11):</b>							
49.10	Plus: Gas Tax (Streets Revenue)	1,954,543	2,502,955	2,338,785	2,095,054	-10.4%	-16.3%
	Plus: Planning Division Revenue	213,894	182,433	217,500	225,000	3.4%	23.3%
		<b>29,628,059</b>	<b>28,653,210</b>	<b>29,847,558</b>	<b>29,420,644</b>	<b>-1.4%</b>	<b>2.7%</b>

**COMMUNITY DEVELOPMENT DEPARTMENT REVENUE  
2020/21 REVENUE BUDGET**

ACCOUNT		2018/19 ACTUAL	2019/20 AMENDED BUDGET	2019/20 ESTIMATED ACTUALS	2020/21 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
<b>504.000.00 Building and Safety Fund.Non-Department.Non-Division</b>							
<b>BUILDING AND SAFETY FUND</b>							
42.20	Building Permit Fees	1,185,235	1,200,000	1,200,000	1,100,000	-8.3%	-8.3%
42.21	Plan Check	521,247	525,000	590,000	525,000	-11.0%	
42.22	Energy Plan Check	74,967	75,000	87,000	75,000	-13.8%	
42.23	Fire Administration Fee	8,078	7,500	8,700	7,500	-13.8%	
42.24	Record Retention	27,482	30,000	30,000	30,000		
42.25	Park & Rec Administration Fee	7,540	6,961	7,600	6,961	-8.4%	
42.26	Street Administration	-	-	-	-		
42.27	Encroachment - Building	20,141	7,500	7,000	7,500	7.1%	
43.30	Code Compliance	7,082	12,433	2,500	5,000	100.0%	-59.8%
44.20,44.30	Interest Income	76,637	29,692	44,212	35,517	-19.7%	19.6%
46.30	Impact Fees - Administration Fee	23,684	8,500	12,500	8,500	-32.0%	
47.30	Other Revenue	7,692	5,000	6,600	6,500	-1.5%	30.0%
	<b>Total Building and Safety Revenue</b>	<b>1,959,786</b>	<b>1,907,586</b>	<b>1,996,112</b>	<b>1,807,478</b>	<b>-9.5%</b>	<b>-5.2%</b>
<b>101.000.00 General Fund.Non-Department.Non-Division</b>							
<b>PLANNING DIVISION AND CODE COMPLIANCE - GENERAL FUND</b>							
42.21	Plan Processing Fees	206,860	170,000	215,000	220,000	2.3%	29.4%
43.30	Code Compliance	7,034	12,433	2,500	5,000	100.0%	-59.8%
	<b>Total Building and Safety Revenue</b>	<b>213,894</b>	<b>182,433</b>	<b>217,500</b>	<b>225,000</b>	<b>3.4%</b>	<b>23.3%</b>
	<b>TOTAL COMMUNITY DEVELOPMENT DEPARTMENT REVENUE</b>	<b>2,173,681</b>	<b>2,090,019</b>	<b>2,213,612</b>	<b>2,032,478</b>	<b>-8.2%</b>	<b>-2.8%</b>

**AIR QUALITY MITIGATION FUND REVENUE  
2020/21 REVENUE BUDGET**

204.000.00 Air Quality Mitigation Fund.Non-Department.Non-Division							
ACCOUNT		2018/19 ACTUAL	2019/20 AMENDED BUDGET	2019/20 ESTIMATED ACTUALS	2020/21 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
44.30	Interest Income	4,844	4,993	3,600	2,335	-35.1%	-53.2%
42.40	Air Quality Mitigation Fee	300	500	33,000	500	-98.5%	
<b>TOTAL AIR QUALITY MITIGATION FUND REVENUE</b>		<b>5,144</b>	<b>5,493</b>	<b>36,600</b>	<b>2,835</b>	<b>-92.3%</b>	<b>-48.4%</b>

**STREETS FUNDS REVENUE  
2020/21 REVENUE BUDGET**

ACCOUNT		2018/19 ACTUAL	2019/20 AMENDED BUDGET	2019/20 ESTIMATED ACTUALS	2020/21 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
210.000.00	Tahoe Donner TSSA Fund.Non-Department.Non-Division						
	<b>TAHOE DONNER TSSA FUND</b>						
44.10	Interest Income - County	682	500	600	500	-16.7%	
44.20,44.30	Interest Income	171,457	97,136	93,563	63,305	-32.3%	-34.8%
46.75	Parcel Charges	596,585	595,000	595,000	595,000		
	<b>Total Tahoe Donner TSSA Fund Revenue</b>	<b>768,724</b>	<b>692,636</b>	<b>689,163</b>	<b>658,805</b>	<b>-4.4%</b>	<b>-4.9%</b>
211.000.00	Glenshire TSSA Fund.Non-Department.Non-Division						
	<b>GLENSHIRE TSSA FUND</b>						
44.10	Interest Income - County	205	100	175	100	-42.9%	
44.20,44.30	Interest Income	7,463	8,915	8,298	7,481	-9.8%	-16.1%
46.75	Parcel Charges	179,099	179,000	179,100	179,100		0.1%
	<b>Total Glenshire TSSA Fund Revenue</b>	<b>186,767</b>	<b>188,015</b>	<b>187,573</b>	<b>186,681</b>	<b>-0.5%</b>	<b>-0.7%</b>
250.000.00	Gas Tax Fund.Non-Department.Non-Division						
	<b>GAS TAX FUND</b>						
44.30	Interest Income	4,256	2,711	3,700	5,179	40.0%	91.0%
45.41	Highway Use Tax §2105	91,522	92,642	83,899	87,110	3.8%	-6.0%
45.42	Highway Use Tax §2106	130,078	129,649	119,763	124,259	3.8%	-4.2%
45.43	Highway Use Tax §2107	115,099	183,258	116,000	117,000	0.9%	-36.2%
45.44	Highway Use Tax §2107.5	4,000	4,000	4,000	4,000		
45.45	Highway Use Tax §2107 - Snow	1,547,673	1,945,925	1,892,620	1,638,830	-13.4%	-15.8%
45.50	Highway Use Tax R & T Code §7360	55,727	143,670	120,916	138,855	14.8%	-3.4%
45.51	Road Maintenance & Rehab	279,983	274,150	273,722	282,445	3.2%	3.0%
45.52	SB1 Loan Repayment	18,811	18,811	18,475	-	-100.0%	-100.0%
	<b>Total Gas Tax Fund Revenue</b>	<b>2,247,151</b>	<b>2,794,816</b>	<b>2,633,095</b>	<b>2,397,678</b>	<b>-8.9%</b>	<b>-14.2%</b>
252.000.00	Measure V Sales Tax Fund.Non-Department.Non-Division						
	<b>MEASURE V SALES TAX FUND</b>						
41.10	Sales and Use Tax	2,693,911	2,597,390	2,533,000	2,420,000	-4.5%	-6.8%
44.20,44.30	Interest Income	107,968	28,840	39,000	31,509	-19.2%	9.3%
47.32	Other Reimbursement Revenue	-	-	20,259	-	-100.0%	
	<b>Total Measure V Sales Tax Fund Revenue</b>	<b>2,801,879</b>	<b>2,626,230</b>	<b>2,592,259</b>	<b>2,451,509</b>	<b>-5.4%</b>	<b>-6.7%</b>
	<b>TOTAL STREETS FUNDS REVENUE</b>	<b>955,491</b>	<b>880,651</b>	<b>876,736</b>	<b>845,486</b>	<b>-3.6%</b>	<b>-4.0%</b>

**COMMUNITY FACILITY DISTRICT FUNDS REVENUE  
2020/21 REVENUE BUDGET**

ACCOUNT		2018/19	2019/20	2019/20	2020/21	% CHG BUD TO EA	% CHG BUD TO BUD
		ACTUAL	AMENDED BUDGET	ESTIMATED ACTUALS	PROPOSED BUDGET		
212.000.00	Brickelltown Maintenance District Fund.Non-Department.Non-Division						
	<b>BRICKELLTOWN MAINTENANCE DISTRICT FUND</b>						
44.10	Interest Income - County	26	20	15	20	33.3%	
44.20,44.30	Interest Income	1,150	1,592	4,360	366	-91.6%	-77.0%
46.75	Parcel Charges	74,664	73,481	73,481	88,900	21.0%	21.0%
	<b>Total Brickelltown Maintenance District Fund Revenue</b>	<b>75,840</b>	<b>75,093</b>	<b>77,856</b>	<b>89,286</b>	<b>14.7%</b>	<b>18.9%</b>
213.000.00	Joerger Ranch Trails Maintenance District Fund.Non-Department.Non-Division						
	<b>JOERGER RANCH TRAILS MAINTENANCE DISTRICT FUND</b>						
44.20,44.30	Interest Income	239	1,592	4	-	-100.0%	-100.0%
46.75	Parcel Charges	-	-	-	29,652		100.0%
	<b>Total Joerger Ranch Trails Maintenance Fund Revenue</b>	<b>239</b>	<b>1,592</b>	<b>4</b>	<b>29,652</b>	<b>741204.0%</b>	<b>1762.6%</b>
214.000.00	Railyard Community Facilities District Fund.Non-Department.Non-Division						
	<b>RAILYARD MAINTENANCE DISTRICT FUND</b>						
44.20,44.30	Interest Income	-	-	-	612		100.0%
46.75	Parcel Charges	-	101,112	101,112	113,733	12.5%	12.5%
	<b>Total Railyard Community District Fund Revenue</b>	<b>-</b>	<b>101,112</b>	<b>101,112</b>	<b>114,345</b>	<b>13.1%</b>	<b>13.1%</b>
218.000.00	Donner Pass Road Maintenance District Fund.Non-Department.Non-Division						
	<b>DONNER PASS ROAD (DPR) MAINTENANCE DISTRICT FUND</b>						
44.20,44.30	Interest Income	-	-	-	875		100.0%
46.75	Parcel Charges	-	-	72,932	72,932		100.0%
	<b>Total DPR Maintenance District Fund Revenue</b>	<b>-</b>	<b>-</b>	<b>72,932</b>	<b>73,807</b>	<b>1.2%</b>	
219.000.00	Coldstream Maintenance District Fund.Non-Department.Non-Division						
	<b>COLDSTREAM MAINTENANCE DISTRICT FUND</b>						
44.20,44.30	Interest Income	-	-	-	100		100.0%
46.75	Parcel Charges	-	-	-	17,632		100.0%
	<b>Total Coldstream Maintenance District Fund Revenue</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>17,732</b>		

**MEASURE R SALES TAX FUND REVENUE  
2020/21 REVENUE BUDGET**

253.000.00 Measure R Sales Tax Fund.Non-Department.Non-Division

ACCOUNT	2018/19	2019/20	2019/20	2020/21	% CHG BUD TO EA	% CHG BUD TO BUD
	ACTUAL	AMENDED BUDGET	ESTIMATED ACTUALS	PROPOSED BUDGET		
41.10 Sales & Use Tax Revenue	1,333,892	1,253,730	1,256,000	1,210,000	-3.7%	-3.5%
44.20,44.30 Interest Income	108,760	77,814	77,160	58,332	-24.4%	-25.0%
<b>TOTAL MEASURE R SALES TAX FUND REVENUE</b>	<b>1,442,651</b>	<b>1,331,544</b>	<b>1,333,160</b>	<b>1,268,332</b>	<b>-4.9%</b>	<b>-4.7%</b>

**TRAFFIC IMPACT FEES FUND REVENUE  
2020/21 REVENUE BUDGET**

270.000.00 Traffic Impact Fees Fund.Non-Department.Non-Division		2018/19	2019/20	2019/20	2020/21	% CHG BUD	% CHG BUD
ACCOUNT		ACTUAL	AMENDED BUDGET	ESTIMATED ACTUALS	PROPOSED BUDGET	TO EA	TO BUD
42.50	Developer Impact Fees	2,152,956	1,000,000	1,950,000	2,900,000	48.7%	190.0%
42.51	NVC AB1600 Mitigation Fees	25,846	-	17,339	10,000	-42.3%	100.0%
44.20,44.30	Interest Income	224,574	145,842	142,910	109,191	-23.6%	-25.1%
<b>TOTAL TRAFFIC IMPACT FEES FUND REVENUE</b>		<b>2,403,377</b>	<b>1,145,842</b>	<b>2,110,249</b>	<b>3,019,191</b>	<b>43.1%</b>	<b>163.5%</b>

**FACILITIES IMPACT FEES FUNDS REVENUE  
2020/21 REVENUE BUDGET**

ACCOUNT		2018/19 ACTUAL	2019/20 AMENDED BUDGET	2019/20 ESTIMATED ACTUALS	2020/21 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
271.000.00	Facility Impact Fees - Law Enforcement Fund.Non-Department.Non-Division						
	<b>FACILITIES IMPACT FEES - LAW ENFORCEMENT FUND</b>						
42.50	Developer Impact Fees	75,275	50,000	86,436	81,000	-6.3%	62.0%
44.30	Interest Income	5,870	1,163	950	-	-100.0%	-100.0%
46.30	Admin Fees	-	-	100	100		100.0%
	<b>Total Facilities Impact Fees - Law Enforcement Fund Revenue</b>	<b>81,145</b>	<b>51,163</b>	<b>87,486</b>	<b>81,100</b>	<b>-7.3%</b>	<b>58.5%</b>
272.000.00	Facility Impact Fees - Animal Services Fund.Non-Department.Non-Division						
	<b>FACILITIES IMPACT FEES - ANIMAL SERVICES FUND</b>						
42.50	Developer Impact Fees	10,822	8,591	19,600	19,000	-3.1%	121.2%
44.30	Interest Income	2,082	2,236	2,068	1,600	-22.6%	-28.4%
46.30	Admin Fees	-	-	10	10		100.0%
	<b>Total Facilities Impact Fees - Animal Services Fund Revenue</b>	<b>12,904</b>	<b>10,827</b>	<b>21,678</b>	<b>20,610</b>	<b>-4.9%</b>	<b>90.4%</b>
273.000.00	Facility Impact Fees - Storm Drain Fund.Non-Department.Non-Division						
	<b>FACILITIES IMPACT FEES - STORM DRAIN FUND</b>						
42.50	Developer Impact Fees	160,986	183,551	288,503	268,000	-7.1%	46.0%
44.30	Interest Income	8,985	11,540	11,000	8,756	-20.4%	-24.1%
46.30	Admin Fees	-	-	125	125		100.0%
	<b>Total Facilities Impact Fees - Storm Drain Fund Revenue</b>	<b>169,971</b>	<b>195,091</b>	<b>299,628</b>	<b>276,881</b>	<b>-7.6%</b>	<b>41.9%</b>
274.000.00	Facility Impact Fees - General Government Fund.Non-Department.Non-Division						
	<b>FACILITIES IMPACT FEES - GENERAL GOVERNMENT FUND</b>						
42.50	Developer Impact Fees	194,075	187,857	351,201	253,000	-28.0%	34.7%
44.30	Interest Income	17,265	3,176	3,000	13	-99.6%	-99.6%
46.30	Admin Fees	-	-	136	140	2.9%	100.0%
	<b>Total Facilities Impact Fees - General Government Fund Revenue</b>	<b>211,340</b>	<b>191,033</b>	<b>354,337</b>	<b>253,153</b>	<b>-28.6%</b>	<b>32.5%</b>
	<b>TOTAL FACILITIES IMPACT FEES FUNDS REVENUE</b>	<b>475,361</b>	<b>448,114</b>	<b>763,129</b>	<b>631,744</b>	<b>-17.2%</b>	<b>41.0%</b>

**PARKING FUND REVENUE  
2020/21 REVENUE BUDGET**

501.000.00 Parking Fund.Non-Department.Non-Division

ACCOUNT		2018/19	2019/20	2019/20	2020/21	% CHG BUD TO EA	% CHG BUD TO BUD
		ACTUAL	AMENDED BUDGET	ESTIMATED ACTUALS	PROPOSED BUDGET		
43.10	Fines	48,224	80,000	68,000	80,000	17.6%	
43.11	Fines - DMV Hold	2,871	4,000	5,500	4,000	-27.3%	
44.30	Interest Income	33,065	31,712	31,712	6,795	-78.6%	-78.6%
46.10	Parking Fees - Meters	851,678	810,000	703,000	810,000	15.2%	
46.12	Parking Fees - Employee Permit	10,660	12,500	11,700	12,500	6.8%	
47.30	Other Sources of Revenue	50	-	25	-	-100.0%	
49.10	Transfer In - HUT §2107 - Snow	8,368	15,000	16,888	15,000	-11.2%	
<b>TOTAL PARKING FUND REVENUE</b>		<b>954,916</b>	<b>953,212</b>	<b>836,825</b>	<b>928,295</b>	<b>10.9%</b>	<b>-2.6%</b>

**PUBLIC TRANSIT FUND REVENUE  
2020/21 REVENUE BUDGET**

502.000.00 Public Transit Fund.Non-Department.Non-Division

ACCOUNT	2018/19 ACTUAL	2019/20 AMENDED BUDGET	2019/20 ESTIMATED ACTUALS	2020/21 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
<b>OPERATING REVENUES</b>						
44.30 Interest Income	2,364	2,537	4,314	1,067	-75.3%	-57.9%
45.20 FTA - Section 5311 Grant	85,405	95,182	95,182	100,585	5.7%	5.7%
45.21 Local Transportation Fund	297,922	544,701	461,105	509,294	10.5%	-6.5%
45.22 NCTC - CTS Fund	24,820	28,669	27,376	26,805	-2.1%	-6.5%
45.23 State Transit Assistance	84,364	205,055	514,850	453,707	-11.9%	121.3%
45.27 NV Co - Donner Summit Shuttle Cont	16,429	17,916	-	-		-100.0%
45.28 FTA - Section 5310 Grant	234,098	241,296	241,296	150,000	-37.8%	-37.8%
45.31 LCTOP Grant	313	33,207	33,207	110,821	233.7%	233.7%
45.32 NSAQMD Grant	67,696	-	-	-		
46.80 Fare Box Receipts Retained	2,401	2,000	2,000	2,000		
46.81 Donner Summit Shuttle Partner Cont	89,568	123,065	-	-		-100.0%
46.82 Partnership Funding	-	120,075	120,075	161,346	34.4%	34.4%
47.30 Other Sources of Revenue	4,339	3,000	1,200	1,500	25.0%	-50.0%
47.34 Community Shuttle Funding	65,346	60,000	70,000	10,000	-85.7%	-83.3%
48.10 Gray's Crossing Contribution	50,120	51,623	51,623	53,172	3.0%	3.0%
49.10 Transfer In - General Fund	24,813	-	-	-		
49.10 Transfer In - CFDs	-	-	-	-		
49.10 Transfer In - Air Quality Mitigation	-	-	72,794	74,864	2.8%	100.0%
<b>Subtotal Operating Revenue</b>	<b>1,049,998</b>	<b>1,528,326</b>	<b>1,695,022</b>	<b>1,655,161</b>		
<b>CAPITAL REVENUE</b>						
45.25 Prop 1B PTMISEA - Grant	78,451	-	12,743	72,024	465.2%	100.0%
45.29 FTA - Section 5339 Grant	-	-	-	-		
45.30 Cal OES - Grant	-	25,800	25,800	-	-100.0%	-100.0%
45.35 State of Good Repair - Grant	-	-	-	231,000		
<b>Subtotal Capital Revenue</b>	<b>78,451</b>	<b>25,800</b>	<b>38,543</b>	<b>303,024</b>		
<b>TOTAL PUBLIC TRANSIT FUND REVENUE</b>	<b>1,128,449</b>	<b>1,554,126</b>	<b>1,733,565</b>	<b>1,958,185</b>	<b>13.0%</b>	<b>26.0%</b>

**SOLID WASTE FUND REVENUE  
2020/21 REVENUE BUDGET**

503.000.00 Solid Waste Fund.Non-Department.Non-Division		2018/19	2019/20	2019/20	2020/21	% CHG BUD	% CHG BUD
ACCOUNT		ACTUAL	AMENDED BUDGET	ESTIMATED ACTUALS	PROPOSED BUDGET	TO EA	TO BUD
44.30	Interest Income	8,354	19,330	13,459	9,562	-29.0%	-50.5%
45.10	Grants	-	30,000	30,000	10,000	-66.7%	-66.7%
45.70	Intergovernmental Funding	10,000	-	-	-		
46.75	Parcel Charges	4,087,608	4,372,073	4,488,075	4,899,277	9.2%	12.1%
46.76	Commercial Customer Admin Fee	14,017	15,000	14,000	14,000		-6.7%
46.77	Education & Outreach Funding	75,188	77,316	77,328	77,328		0.0%
46.78	Parcel Charges - Delinquent	-	-	25,814	-	-100.0%	
<b>TOTAL SOLID WASTE FUND REVENUE</b>		<b>4,195,167</b>	<b>4,513,719</b>	<b>4,648,676</b>	<b>5,010,167</b>	<b>7.8%</b>	<b>11.0%</b>

**REDEVELOPMENT SUCCESSOR AGENCY FUND REVENUE  
2020/21 REVENUE BUDGET**

599.000.00 Redevelopment Successor Agency Fund.Non-Department.Non-Division							
ACCOUNT		2018/19 ACTUAL	2019/20 AMENDED BUDGET	2019/20 ESTIMATED ACTUALS	2020/21 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
40.11	Property Tax	708,831	705,686	740,000	705,686	-4.6%	
44.20,44.30	Interest Income	6,255	5,640	12,532	8,210	-34.5%	45.6%
44.31	Interest Income - Bond Reserve Acct	23,819	15,000	16,000	15,000	-6.3%	
45.80	Federal Bond Interest Subsidy	114,905	115,282	117,169	115,282	-1.6%	
47.11	Loan Interest Payment	8,852	9,800	5,000	5,000		-49.0%
47.30	Administrative Cost Reimbursement	172,205	94,910	94,910	94,910		
<b>TOTAL REDEVELOPMENT SUCCESSOR</b>		<b>1,034,866</b>	<b>946,318</b>	<b>985,611</b>	<b>944,088</b>	<b>-4.2%</b>	<b>-0.2%</b>
<b>AGENCY FUND REVENUE</b>							

## CAPITAL IMPROVEMENT PROJECTS FUNDING SOURCES 2020/21 REVENUE BUDGET

200.000.00 Capital Improvement Project Fund.Non-Department.Non-Division

FUNDING SOURCE	2018/19 ACTUAL	2019/20 AMENDED BUDGET	2019/20 ESTIMATED ACTUALS	2020/21 PROPOSED BUDGET
Affordable Housing In-Lieu Fund	50,000	1,700,000	1,700,000	-
Air Quality Mitigation Fund	12,200	5,000	8,000	8,000
Bond Financing	-	5,000,000	5,005,249	-
Brickelltown CFD	-	-	4,526	-
Building & Safety Fund	20,628	15,000	13,080	42,000
CDBG Program Income	-	-	12,000	178,000
COPS Fund	35,858	52,932	55,000	45,000
Developer Funding	-	380,000	10,000	2,852,630
Economic Development Design.	-	-	-	602,048
Events Sponsorships	21,592	-	-	-
Facilities Impact Fees - General Government	985,214	175,000	352,337	250,853
Facilities Impact Fees - Law Enforcement	358,746	40,000	87,286	80,525
Facilities Impact Fees - Storm Drainage	51,409	60,000	55,000	200,000
Facilities Improvement Designation	128,913	1,300,000	1,171,087	-
Fleet Replacement Fund	-	50,000	-	95,000
General Fund	4,046,911	12,621,376	7,576,896	6,601,839
General Fund Housing Designation	254,875	1,699,332	1,750,457	490,000
Glenshire TSSA Fund	48,904	108,000	2,000	230,000
Grants	279,830	1,145,162	1,176,611	3,465,251
Intergovernmental Contributions	18,922	92,000	273,460	42,000
Local Transportation Fund	6,233	6,470	14,791	13,500
Measure R Sales Tax Fund	114,021	825,000	350,000	786,969
Measure V Sales Tax Fund	3,589,850	2,693,263	1,672,018	738,680
OES	104,756	-	-	-
Open Space Designation	-	-	-	500,000
Parking Fund	141,205	1,292,968	66,359	1,339,641
PEG Fund	470	-	5,400	17,000
Private Contributions	24,376	-	-	500,000
Property Sale	-	-	-	-
Railyard Commitments Design.	-	250,000	-	250,000
Road Maintenance & Rehab Acct	224,833	410,417	-	450,000
Road Maintenance Reserve	1,053,963	-	-	-
SB1 Programmatic Funding	295,056	401,768	118,638	392,015
Solid Waste Fund	-	71,250	-	71,250
Streetscape Designation	465,000	800,000	285,000	800,000
Sustainability Designation	-	-	-	415,000
Tahoe Donner TSSA Fund	1,277,614	1,365,000	465,250	1,475,000
Traffic Impact Fees Fund	731,011	597,500	723,840	3,645,282
Trails & Open Space (In-Lieu Fee)	-	-	-	3,031
TDPUD Rebate Reimbursement	-	60,000	-	50,000
Utility Reimbursement	1,191,076	128,475	27,225	-
<b>Subtotal Before Unfunded</b>	<b>15,533,464</b>	<b>29,921,920</b>	<b>21,361,557</b>	<b>19,778,935</b>
Unfunded	-	955,000	-	995,000
Unfunded Grant Source	-	-	-	575,000
Unfunded - Potential Revenue Measure	-	-	-	445,000
<b>TOTAL CAPITAL IMPROVEMENT PROJECT</b>	<b>15,533,464</b>	<b>34,300,913</b>	<b>22,981,510</b>	<b>28,645,513</b>

**REVENUES**  
**2020/21 EXPENDITURES BUDGET DETAIL**

A description for each budgeted revenue account is below. If there are no factors or outside calculations to consider, the budget for the revenue accounts listed below are estimated at the same rate of increase as General Fund property taxes (40.11). The Town worked closely with consultants and gathered as much information as possible in developing the revenue estimates. The impacts of the COVID-19 pandemic on the economy has created a great deal of uncertainty and as such, the Town has budgeted items conservatively.

**GENERAL FUND**

**TAX REVENUE**

**40.11 - PROPERTY TAX - SECURED CURRENT YEAR**

The portion of the taxes collected by Nevada County for secured property that is allocated to the Town. The estimated actual to budget increase is usually calculated with help from the Nevada County Deputy County Executive Officer and local real estate data. Due to the delay in the budgeting period, the increase is based on the Nevada County Assessor's Assessed Value letter, which the Town typically does not receive until after the budget is adopted. Increase is driven by the 2% Prop 13 annual maximum increase as well as moderate continued construction and home turnover.

**40.20 - PROPERTY TAX - UNSECURED CURRENT YEAR**

Taxes collected by the County for unsecured personal property (i.e. boats) with a portion allocated to the Town. Budget is typically based on the estimated collections in the prior year and general economic indicators. The FY20/21 budget is based on the Nevada County Assessor's Assessed Value letter, which is typically not received until after the budget is adopted. The Town is expecting a decreased in unsecured property tax.

**40.25 - PROPERTY TAX - UNSECURED PRIOR YEARS**

The portion of tax collected for prior fiscal years in the current year by the County on unsecured private property (i.e. boats) that is allocated to the Town.

**40.30 - SUPPLEMENTAL SECURED CURRENT YEAR**

Additional property tax, collected by the County, during the first year a property is owned. This amount is increasing due to turnover and new construction.

**40.61 - RPTTF - RSA RESIDUAL**

Expected ongoing residual revenue from the Redevelopment Property Tax Trust Fund (RPTTF) for the dissolution of the Redevelopment Agency that was previously allocated to the Redevelopment Successor Agency (RSA). Due to the delayed budgeting process, the Town was able to use the Nevada County Assessor's assessed value to determine the budget. Due to an influx of new commercial development in the redevelopment area, as well as decreased bond payments for the RSA due to refinance related savings, the Town is expecting a 13% in the RSA Residual.

**40.70 - REAL PROPERTY TRANSFER TAX**

This tax is imposed on the transfer of real property. Counties are authorized to levy the tax at a rate of \$1.10 per \$1,000 of the sale value of the property. The town is then authorized to levy an amount at 1/2 the County's rate. The amounts are remitted to the Town as part of the property tax payments from the County.

**41.10 - SALES AND USE TAX**

1% of the State of California (CA) sales tax levy collected from merchants on retail sales and taxable services transacted within the Town. These amounts are remit to the Town by the California Department of Tax and Fee Administration, previously the Board of Equalization. Revenue estimates are developed in coordination with an outside sales tax consulting firm. While the Town is expecting increases in some categories, specifically online sales, the Town estimated decreased sales tax numbers, as a result of the shelter-in-place issued by the California Governor in response to the impacts of COVID-19 in March of 2020.

**REVENUES**  
**2020/21 EXPENDITURES BUDGET DETAIL**

**GENERAL FUND (CONT'D)**

**TAX REVENUE (CONT'D)**

**41.30 - TRANSIENT OCCUPANCY TAX**

10% tax levied on temporary occupancy (30 nights or less) of hotel, motel, vacation home, or other similar facilities by temporary residents or visitors. Town continues to use Host Compliance to electronically monitor rentals on vacation rental sites. See the General Government section of this budget for more details regarding the related expenses. The Town estimates decreased occupancy tax numbers because of the shelter-in-place issued by the California Governor in response to the impacts of COVID-19 in March of 2020.



**41.50 - FRANCHISE TAX**

Provides for amounts received for special privileges granted by the Town and in some cases, in permitting the continued use of public property for such activities as poles and lines for public utilities. Franchisees include Southwest Gas Corporation, Suddenlink Cable (Altice), AT&T/Pacific Bell Telephone, Liberty Energy, and Tahoe Truckee Sierra Disposal (TTSD). Franchise fees are calculated as a percentage of revenue earned by the franchisees through contracts with either the Town directly, as is the case with TTSD, or with the State of California, as required by law.

**INTERGOVERNMENTAL REVENUE**

**40.80 - HOMEOWNER'S PROPERTY TAX RELIEF**

A grant of money from the State of CA due to a legislative reduction of the property tax assessment base for owner-occupied residential properties.

**45.10 - GRANT REVENUE**

Money for specific grant funded projects, which will include the following. Will also be used to account for any miscellaneous grants awarded throughout the year that are not otherwise accounted for.

**45.11 - PROPERTY TAX - IN-LIEU MVL TAX**

These funds are intended to partially offset reductions in the Motor Vehicle License (MVL) revenue allocation to cities and states as a result of various state legislature amendments affecting local government sales tax collections.

**45.12 - MOTOR VEHICLE LICENSE FEES**

Fees collected by the State as a tax on ownership of a registered vehicle.

**45.40 - NVC PASS THRU PAYMENT**

Pass-through payment from Nevada County (NVC). This represents the amount that was traditionally "passed through" the county to the Town's Redevelopment Agency (RA). Since the dissolution of the RA, this amount is now allocated to the General Fund. This amount should receive a small increase due to the decrease in jurisdictional administrative fees.

**45.70 - INTERGOVERNMENTAL FUNDING**

Provides for amounts from Nevada County Transportation Commission for reimbursement for staff time on specific projects.

**45.75 - STATE MANDATED COSTS REIMBURSEMENT**

Partial reimbursement from the State for legislated programs that increase Town operating costs.

**REVENUES**  
**2020/21 EXPENDITURES BUDGET DETAIL**

**GENERAL FUND (CONT'D)****INTERGOVERNMENTAL REVENUE (CONT'D)**

## 45.90 - TTUSD - SRO REIMBURSEMENT

Funding from the Tahoe Truckee Unified School District (TTUSD) for 50% of the budgeted cost of the School Resource Officer (SRO) in the Truckee Police Department. The position is a five-year nomination and a new officer is taking over starting FY20/21. Increase commensurate with increases in the position costs as negotiated by the Truckee Police Officers Association (POA).

**OTHER REVENUE - ANIMAL SERVICES**

## 42.10 - ANIMAL LICENSES

A Town ordinance mandates the payment of a fee for licensing of a dog within the Town.

## 46.05 - ANIMAL SERVICE - CONTRACT SERVICES

The Town currently has agreements with Sierra County and Placer County to provide animal shelter services. This account reflects anticipated revenues to be received (currently \$258.50 per animal) pursuant to these agreements. 50% of the per animal fee collected from Placer County is transferred to the Humane Society of Truckee Tahoe (HSTT) to reimburse the cost of adoption of the animal. The amount budgeted is net of the amounts sent to the HSTT.

## 46.06 - ANIMAL SHELTER FEES AND CHARGES

Revenues received to reimburse the Town for actual costs incurred for housing animals taken to the local animal shelter facility, including fees collected from Placer County residents. The Town retains 100% of the fees from Placer County residents as agreed upon in the operating agreement with Placer County.

**OTHER REVENUE - INTEREST INCOME**

## 44.10 - INTEREST INCOME - COUNTY

Interest earned on property taxes held by the County prior to the remittance of taxes to the Town.

## 44.20, 44.30 - INTEREST INCOME

Interest earned on the Town's bank deposits and investments. Amounts are allocated based on average fund balance. The Town estimates decreased interest because of the shelter-in-place issued by the California Governor in response to the impacts of COVID-19 in March of 2020.

**OTHER REVENUE - LEASE REVENUE**

## 47.50 - TOWN FACILITY TENANT LEASES

Areas of Town Hall and the Riverview Yard are being leased to the Sierra Business Council, Truckee-North Tahoe Transit Management Association, Paratransit, the Chamber of Commerce, Nevada County Environmental Health and Caltrans. Also provides for rental revenue, including utilities, facilities maintenance, snow removal and janitorial services from the Building and Safety Fund, Parking Fund, Solid Waste Fund and Redevelopment Successor Agency Fund to reflect the total cost of operations in those funds. The decrease is due to an expected vacancy.

## 47.51 - DEPOT TENANT LEASES

Space is currently leased to the Truckee Donner Chamber of Commerce, the Mountain Arts Collective, Truckee Railyard Society and the Truckee Historical Society. Most lease amounts increase annually based on a CPI index.

**OTHER REVENUE - PUBLIC SAFETY DEPARTMENT**

## 43.05 - COURT FINES

Revenues from fines and forfeitures levied by the courts. Budget is based on receipts from FY18/19.

## 45.76 - POST REIMBURSEMENT

Funds received from the State of California to reimburse the Town for Police Officer Standard Training (POST) costs incurred by sworn officers. Budget is kept constant as eligible training fluctuates annually. POST has been decreasing the courses that they are reimbursing.

**REVENUES**  
**2020/21 EXPENDITURES BUDGET DETAIL**

**GENERAL FUND (CONT'D)**

**OTHER REVENUE - PUBLIC SAFETY DEPARTMENT (cont'd)**

**46.40 - SPECIAL POLICE DEPARTMENT SERVICES**

Reporting and fingerprinting for Livescans, impound fees, restitution, court time reimbursements and abandoned property revenue from members of the public. Services provided by the police department have generally been increasing, however the Town estimates decreased revenue because of the shelter-in-place issued by the California Governor in response to the impacts of COVID-19 in March of 2020.

**46.41 - POLICE DEPARTMENT SPECIAL EVENT REIMBURSEMENTS**

Reimbursements to the Town for the cost of police services provided by the Truckee Police Department at privately hosted special events. The budget is an estimation of the main annual special events hosted in the Town, plus some for unknown events.

**46.42 - ABANDONED VEHICLE ABATEMENT REIMBURSEMENT**

Reimbursement of Town expenses to remove abandoned vehicles from public and private property. This money is allocated to the Town through a county-wide joint-powers authority managed by Nevada County, who receives their funding from vehicle license registration fees. The funds received are to cover the administration and towing fees. The budget is based on prior year collections as allocations are based on costs, which fluctuate annually.

**OTHER REVENUE - ENGINEERING DIVISION**

**42.28 - PLAN CHECK AND INSPECTION FEES**

Funds from applicants to reimburse the Town for the cost of engineering services performed as part of plan check and inspection processes for the Building and Planning divisions. Revenues are expected to stabilize as all major projects have submitted and as a result of the shelter-in-place issued by the California Governor in March of 2020 as a result of COVID-19.

**46.25 - CAPITAL LABOR CHARGE**

Reimbursement for charges for services by the Engineering division staff working on various capital improvement projects funded by sources other than the General Fund, such as Facilities Impact Fees, Measure R Sales Tax Fund, or Glenshire TSSA Fund. Based on the actual loaded rate of employee time spent on capital projects, the Town will increase the rate to \$85 per hour.

**46.30 - IMPACT ADMINISTRATION FEES**

Provides for a transfer of Traffic Impact Fees to the General Fund for staff time, including staff time on capital projects. Costs are allocated based on specific project nexus calculations and are transferred to the General Fund to offset the impact of specific development projects. All known major developments have paid their impact fees, therefore estimating a stabilization and return to prior year levels.

**OTHER REVENUE - PUBLIC WORKS**

**46.28 – COMMUNITY FACILITIES DISTRICT (CFD) LABOR CHARGES**

Charges for facilities maintenance staff work to maintain the community facilities district's (CFD) streetscaping and landscaping. Prior to FY20/21, staff charges were expensed directly to the CFD funds. With the expansion of the number of CFD's staff charges will be charged out on a quarterly basis at actual hours charged. A portion of the Director of Public Works/Town Engineer's time and the Fleet/Facilities Manager's time will be charged here as well.

**46.50 - PUBLIC WORKS SERVICE CHARGES - SNOW REMOVAL**

Provides for the following:

- Reimbursement from Placer County for contracted snow removal on specified Placer County roads that are adjacent to or only accessible from roads maintained by the Town.
- Reimbursement from Nevada County for contracted snow removal on specified Nevada County roads that are adjacent to or only accessible from roads maintained by the Town. This contract was added during FY17/18.
- Reimbursement for snow removal and off-haul from the downtown parking spaces within the Town's parking district. This is funded by the Parking Fund.

**REVENUES**  
**2020/21 EXPENDITURES BUDGET DETAIL**

**GENERAL FUND (CONT'D)****OTHER REVENUE - PUBLIC WORKS (cont'd)**

## 46.51 - PUBLIC WORKS SERVICE CHARGES - ROAD MAINTENANCE

Reimbursement for invoiced labor, vehicle and/or equipment costs associated with community special events and maintenance of the parking lots located within the Town's parking district (a portion is funded by the Parking Fund; ~\$5,000).

**OTHER REVENUE - MISCELLANEOUS REVENUE**

## 46.31 - SPECIAL EVENT FEES

Fees collected for special event applications (\$243 each). Fees for services provided by the Town in administering these public events is recorded to the specific revenue accounts. No increase projected

## 46.90 - OTHER CURRENT SERVICE CHARGES

Fees collected for document copies, supplies necessary for the fulfillment of a public records request and similar services. Also accounts for amounts retained by the Town for administration of the Truckee Tourism Business Improvement District (TTBID) collection (~\$6,600 per year). The Town collects a 2% assessment on short-term rentals on behalf of the TTBID and remits the amount to the Truckee Chamber of Commerce quarterly for management. No increase projected

## 47.04 - CHANNEL 6 SUBSCRIBER CONTRIBUTION

Public Education and Government Access (PEG) television fees are established by the State of CA franchise agreement as 1% of the franchisees' revenues and are collected to support local cable television programming. 70% of the PEG collections are passed through to Truckee Tahoe Community Television, the Town's provider of public access television. The budget for this pass-through amount is located in the General Government section of this budget. The remaining 30% retained by the Town, is in the PEG fund (not shown in this budget). No increase projected

## 47.05 - DOWNTOWN NEWS RACK LEASE REVENUE

Lease payments for downtown news racks to various publishers (\$60 per box per year). No increase projected

## 47.30 - MISCELLANEOUS REVENUE

Any miscellaneous income not otherwise provided for, such as candidate statement fees, garnishment fees, agenda subscriptions, and returned check fees. No increase projected

## 47.55 - TOWN HALL ROOM RENTAL FEES

Charge to outside parties to rent conference rooms in Town Hall for events. Fee to cover cost of having employees available after-hours to unlock doors as well as base rate for room rental. Due to competition for conference room space with Town employees as well as the tenants already renting space in Town Hall, the Town does not actively solicit rooms.

## 47.60 - SALES OF EQUIPMENT/PROPERTY

Proceeds received from the sale or trade-in of Town surplus property. See the Fleet Replacement Summary (page 2-39) for details on the expected trade-in value of surplus equipment. This also accounts for the battery core return fee received for car batteries that the Town returns to a designated recycling facility and scrap metal sales from public works. The Town sold a large number of surplus vehicles during FY19/20 and budgeted for the revenue to prior year numbers during FY20/21.

**INTERFUND TRANSFERS**

## 46.26 - TRANSFER OF ADMIN OVERHEAD CHARGES

Transfer from the Town's enterprise funds (Building and Safety, Parking and Solid Waste) and the fiduciary fund (Redevelopment Successor Agency) for administrative support provided by General Fund staff. Increase is due to increased costs in administrative divisions.

## 47.70 - TRANSIT SHELTER MAINTENANCE

Charge to the Transit Fund for Facilities Maintenance division staff time spent on maintaining the transit shelters. Although collections have been higher in prior fiscal years, maintaining a low budget as the Town is currently replacing one of the oldest shelters, which should reduce maintenance costs.

**REVENUES**  
**2020/21 EXPENDITURES BUDGET DETAIL**

**GENERAL FUND (CONT'D)**

**INTERFUND TRANSFERS (cont'd)**

49.10 TRANSFERS IN

Transfers in to the General Fund from:

- Glenshire TSSA Fund: Reimbursement for snow removal services provided on roads not accepted as Town roads in the Cambridge Estates subdivision.
- Measure R Sales Tax Fund (Trails): Reimbursement of 75% of the General Fund Trails Maintenance division non-capital expenditures and 100% of the division's capital expenditures.
- Maintenance District Funds: Administrative cost reimbursement to the General Fund. Increases are based on a CPI and are Council approved.
- Gas Tax Fund (Streets Revenue): See the Streets Revenue page for detailed information regarding the Gas Tax collections.

**COMMUNITY DEVELOPMENT - BUILDING AND SAFETY**

42.20 - BUILDING PERMIT FEES

Fees charged to defray the cost of inspecting building construction to ensure compliance with Town building codes and applicable standards.

42.21 - PLAN CHECK

A fee paid at the time a building permit application is submit to defray the cost of Building and Safety division staff plan review.

42.22 - ENERGY PLAN CHECK

A separate energy fee equal to 15% of the building permit fee collected on projects that include work on the building envelope or when commercial lighting is including in the building permit fee.

42.23 - FIRE ADMINISTRATIVE FEE

A portion of the Fire District Impact Fee returned to the Building and Safety Division to defray the cost of collecting the fee.

42.24 - RECORD RETENTION FEE

A fee charged as part of a building permit that defrays the direct cost of imaging building permits and plans to permanently retain file information.

42.25 - PARKS AND RECREATION ADMINISTRATION FEE

A portion of the Truckee Donner Parks and Recreation District administration impact fee returned to the Building and Safety Division to defray the cost of collecting the fee.

42.26 - STREETS ADMINISTRATION

A portion of the traffic impact fees retained by the Building and Safety Division to defray the cost of collecting the fee.

42.27 - ENCROACHMENT - BUILDING

The portion of an encroachment fee retained by the Building and Safety Division for permit issuance and inspection services.

43.30 - CODE COMPLIANCE

Revenue from fines and judgments that reimburse the staff costs associated with code compliance. This is equal to 1/2 of all code compliance revenue collected by the Town.

44.20, 44.30 - INTEREST INCOME

Interest earned on the Town's bank deposits and investments. Amounts are allocated based on average fund balance. Budget estimate based on the three-year average interest rate earned by the Town applied to the budgeted ending cash balance for the prior year.

**REVENUES**  
**2020/21 EXPENDITURES BUDGET DETAIL**

**COMMUNITY DEVELOPMENT - BUILDING AND SAFETY (cont'd)**

## 46.30 - ADMINISTRATION FEES

Fees charged to offset the cost of processing traffic and facility impact fee permits.

## 47.30 - OTHER REVENUE

Fees charged on Building and Safety Division services not accounted for in any other category. For example, administrative fees retained by the Town for processing Seismic and other state required reports, the 25% administrative fee on cancelled building permits and the non-sufficient funds check fees.

**COMMUNITY DEVELOPMENT - PLANNING DIVISION AND CODE COMPLIANCE**

## 42.21 - PLAN PROCESSING FEES

Fees collected from property owners and developers for planning services performed by Community Development Department Planning Division.

## 43.30 - CODE COMPLIANCE

Fines and judgments that reimburse the staff costs associated with code compliance. This is equal to 1/2 of all code compliance revenue collected by the Town (the other half is allocated to the Building and Safety Fund).

**AIR QUALITY MITIGATION FUND**

## 44.30 - INTEREST INCOME

Interest earned on the Town's bank deposits and investments. Amounts are allocated based on average fund balance. Budget estimate based on the three-year average interest rate earned by the Town applied to the budgeted ending cash balance for the prior year.

## 42.40 - AIR QUALITY MITIGATION FEES

Mitigation fees assessed on large projects to offset development-generated emissions at a specific particulate diameter (i.e. 10 micrometers or PM10). The budget for this source is kept low unless a specific development project is known to be submitting project applications.

**STREETS FUNDS - TAHOE DONNER TSSA FUND**

## 44.10 - INTEREST INCOME - COUNTY

Interest earned on parcel charges held by the County prior to the remittance of taxes to the Town.

## 44.20, 44.30 - INTEREST INCOME

Interest earned on the Town's bank deposits and investments. Amounts are allocated based on average fund balance. Budget estimate based on the three-year average interest rate earned by the Town applied to the budgeted ending cash balance for the prior year.

## 46.75 - PARCEL CHARGES

Parcel charges assessed on properties within the Tahoe Donner Town Special Service Areas (TSSA). This revenue can be used for road maintenance, trails maintenance, and/or snow removal purposes. This revenue source only increases if additional parcels are added to the service area.

**STREETS FUNDS - GLENSHIRE TSSA FUND**

## 44.10 - INTEREST INCOME - COUNTY

Interest earned on parcel charges held by the County prior to the remittance of taxes to the Town.

## 44.20, 44.30 - INTEREST INCOME

Interest earned on the Town's bank deposits and investments. Amounts are allocated based on average fund balance. Budget estimate based on the three-year average interest rate earned by the Town applied to the budgeted ending cash balance for the prior year.

**REVENUES**  
**2020/21 EXPENDITURES BUDGET DETAIL**

**STREETS FUNDS - GLENSHIRE TSSA FUND (cont'd)**

**46.75 - PARCEL CHARGES**

Parcel charges assessed on properties within the Glenshire TSSA. This revenue can be used for road maintenance, trails maintenance, and/or snow removal purposes. This revenue source only increases if additional parcels are added to the service area.

**STREETS FUNDS - GAS TAX FUND**

**44.30 - INTEREST INCOME**

Interest earned on the Town's bank deposits and investments. Amounts are allocated based on average fund balance. Budget estimate based on the three-year average interest rate earned by the Town applied to the budgeted ending cash balance for the prior year.

**45.41 - HIGHWAY USE TAX SECTION 2105**

Funds received from the State of CA that are derived from a charge on each gallon of gasoline sold. Amounts are allocated to the Town on a per-capita basis and are earmarked for use for maintenance on Town streets. Authorized by Proposition 111. Revenue estimates are provided by the CA Department of Finance (DOF) as part of the draft State of CA budget.

**45.42 - HIGHWAY USE TAX SECTION 2106**

State funds received from the sale of gasoline throughout CA, that may only be expended for select construction or maintenance. Revenue estimates are provided by the CA DOF as part of the draft State of CA budget.

**45.43 - HIGHWAY USE TAX SECTION 2107**

Fund received from the State which are derived from a per gallon charge on gasoline sold throughout the State and are allocated to the Town on a per-capita basis. These funds are earmarked for maintenance and construction of Town streets. Revenue estimates are provided by the CA DOF as part of the draft State of CA budget.

**45.44 - HIGHWAY USE TAX SECTION 2107.5**

State funds generated from the sale of gasoline throughout the State that may only be expended for engineering costs and administrative expenses with respect to Town streets. Revenue estimates are provided by the CA DOF as part of the draft State of CA budget.

**45.45 - HIGHWAY USE TAX SECTION 2107 - SNOW**

Reimbursement from the State of CA for 50% of the costs incurred by the Town for snow removal on all public streets. Funding levels are based on prior year snow removal costs (i.e. collections for FY19/20 are based on FY18/19 snow removal costs). February of 2019 saw a record snowfall, therefore the reimbursement in FY19/20 is expected to be higher than average. Out year projections are based on average yearly reimbursements.

**45.50 - HIGHWAY USE TAX REVENUE AND TAXATION CODE SECTION 7360**

CA's legislature passed ABx8 6 and ABx8 9 in March of 2010 that authorized Revenue and Taxation Code 7360. Effective July 1, 2010, this code replaced Proposition 42 funding with an increase in gasoline excise tax and diesel sales taxes. Revenue estimates are provided by the CA DOF as part of the draft State of CA budget.

**45.51 - ROAD MAINTENANCE AND REHAB**

Amounts generated by SB1 Beall Transportation Act funding which passed the CA Senate in April of 2017, allocated to the Town on a per-capita basis. These funds are restricted for use on projects dedicated to road maintenance or rehabilitation. There is a maintenance of effort calculation that must be completed annually to show that the Town is committing similar levels of General Fund money to this effort as prior to the passage of this bill. Revenue estimates are provided by the CA DOF as part of the draft State of CA budget. Amounts are generated by additional gas taxes.

**REVENUES**  
**2020/21 EXPENDITURES BUDGET DETAIL**

**STREETS FUNDS - MEASURE V SALES TAX FUND**

## 41.10 - SALES AND USE TAX

1/2 sales tax collected as a result of the Measure "V" election which went into effect January 1, 2009, sun-setting in 2029. The funds generated from this source shall be used exclusively for the maintenance, repair, reconstruction, and improvement of Town roads and for no other purpose. Maintaining the roads shall include activities such as slurry seal, pavement overlays, grind and reconstruction, and other similar treatments as determined by the Town Council. As funding permits, the funds may also be used to improve existing roadways, including widening of shoulders for safety and the inclusion of bicycle and pedestrian facilities within the roadway right-of-way and associated safety and drainage improvements.

## 44.20, 44.30 - INTEREST INCOME

Interest earned on the Town's bank deposits and investments. Amounts are allocated based on average fund balance. Budget estimate based on the three-year average interest rate earned by the Town applied to the budgeted ending cash balance for the prior year.

**COMMUNITY FACILITIES DISTRICTS**

## 44.10 - INTEREST INCOME - COUNTY

Interest earned on parcel charges held by the County prior to the remittance of taxes to the Town.

## 44.20, 44.30 - INTEREST INCOME

Interest earned on the Town's bank deposits and investments. Amounts are allocated based on average fund balance. Budget estimate based on the three-year average interest rate earned by the Town applied to the budgeted ending cash balance for the prior year.

## 46.75 - PARCEL CHARGES

Parcel charges assessed on properties within the maintenance district for maintenance of the streetscaping. The parcel charges for Brickelltown were increased by 3% after approval by Council for FY19/20 based on a CCI index.

**MEASURE R SALES TAX FUND**

## 41.10 - SALES AND USE TAX

1/4 cent sales tax collected as a result of the Measure "R" election which went into effect in January of 2015, sun-setting in 2025. The funds generated from this source shall be used exclusively for the maintenance, repair, reconstruction, improvement and construction of trail systems and no other purposes. Trail maintenance shall include activities such as slurry seal of paved trails, maintenance of fencing along trail ways, replacement of dog-waste removal bags, emptying of trailside garbage cans and snow removal on some high-traffic trails. As funding permits, the funds may also be used to add additional trail miles to the Town's trails system.

## 44.20, 44.30 - INTEREST INCOME

Interest earned on the Town's bank deposits and investments. Amounts are allocated based on average fund balance. Budget estimate based on the three-year average interest rate earned by the Town applied to the budgeted ending cash balance for the prior year.

**TRAFFIC IMPACT FEES FUND**

## 42.50 - DEVELOPER IMPACT FEES

Fees charged on the issuance of building permits to provide for the expansion of the capacity of existing or needed infrastructure caused by development growth, consistent with the Traffic Impact Fee Program. The budget and estimated actuals include fees from permits, which the Town expects to be drawn for the approved commercial development at the corner of highway 267 and Soaring Way. Additionally, the Town expects a consistent level of new single-family dwelling permits to be pulled as with FY 17/18 and FY 18/19.

## 44.20, 44.30 - INTEREST INCOME

Interest earned on the Town's bank deposits and investments. Amounts are allocated based on average fund balance. Budget estimate based on the three-year average interest rate earned by the Town applied to the budgeted ending cash balance for the prior year.

**REVENUES**  
**2020/21 EXPENDITURES BUDGET DETAIL**

**FACILITIES IMPACT FEES FUNDS****42.50 - DEVELOPER IMPACT FEES**

Fees charged on the issuance of building permits to provide for the expansion of the capacity of existing or needed infrastructure caused by development growth, consistent with the Facilities Impact Fee Program. The budget and estimated actuals include fees from permits, which the Town expects to be drawn for the approved commercial development at the corner of 267 and Soaring Way. Additionally, the Town expects a consistent level of new single-family dwelling permits to be pulled as with FY 17/18 and FY 18/19.

**44.30 - INTEREST INCOME**

Interest earned on the Town's bank deposits and investments. Amounts are allocated based on average fund balance. Budget estimate based on the three-year average interest rate earned by the Town applied to the budgeted ending cash balance for the prior year.

**PARKING FUND****43.10 - FINES**

Fines or forfeited bail for infractions of the vehicle code. The Parking District is converting the part-time Police Aide to full-time, therefore higher parking fine revenue is expected.

**43.11 - FINES - DMV HOLD**

The Town's unpaid parking tickets issued to CA registered vehicles are sent to the CA Department of Motor Vehicles (DMV) for a fee of \$3 per ticket after an internal collection effort by the Parking Division has occurred. The DMV collects the parking fine as part of the vehicle registration process and sends the collected amount to the Parking Fund. The collected fines include late fees as calculated by the Parking Division.

**44.30 - INTEREST INCOME**

Interest earned on the Town's bank deposits and investments. Amounts are allocated based on average fund balance. Budget estimate based on the three-year average interest rate earned by the Town applied to the budgeted ending cash balance for the prior year.

**46.10 - PARKING FEES - METERS**

Fees paid via parking meters for parking in the Downtown Parking District. Increase to account for additional revenue expected from additional meters added in the Railyard development area.

**46.12 - PARKING FEES - EMPLOYEE PERMITS**

Purchases of employee parking permits to park in the Downtown Parking District.

**49.10 - TRANSFER IN - SECTION 2107 - SNOW**

Reimbursement from the State of CA for eligible snow removal costs. For the Town Parking District, this is equal to 1/2 the cost to repay the General Fund for snow removal in the Parking District's parking lots. Funding levels are based on prior year snow removal costs (i.e. collections for FY19/20 are based on FY18/19 snow removal costs). Public Works has started providing all snow removal for the Parking District in-house rather than contracting the service out and expects the costs to be lower.

**PUBLIC TRANSIT FUND - OPERATING REVENUES****44.30 - INTEREST INCOME**

Interest earned on the Town's bank deposits and investments. Amounts are allocated based on average fund balance. Budget estimate based on the three-year average interest rate earned by the Town applied to the budgeted ending cash balance for the prior year.

**45.20 - FTA - SECTION 5311 GRANT**

Federal Transit Administration (FTA) grant funding passed through Caltrans and administered by Nevada County Transportation Commission (NCTC) for operational and capital funding associated with the transit program. NCTC has jurisdiction over apportionment of the funds based on service needs of each transit agency.

**REVENUES**  
**2020/21 EXPENDITURES BUDGET DETAIL**

**PUBLIC TRANSIT FUND - OPERATING REVENUES (CONT'D)****45.21 - LOCAL TRANSPORTATION FUND**

Transportation Development Act (TDA) funds, administered by Nevada County Transportation Commission (NCTC), allocated based on population per CA Public Utilities Commission, for capital projects or operational expenses of the transit program.

**45.22 - NCTC - COMMUNITY TRANSIT SERVICE FUNDING**

The NCTC Community Transit Service (CTS) funding supports transit service for persons with disabilities who cannot use conventional transit services such as the Fixed Route. This funding supports a portion of the cost to operate the Dial-A-Ride (DAR) program that provides transit services to persons with disabilities in our community. NCTC has jurisdiction over apportionment of the funds based on service needs of each transit agency.

**45.23 - STATE TRANSIT ASSISTANCE FUNDING**

Funding available based on allocation estimates from the State of CA Controller's Office, administered by the NCTC, and used for capital projects or operating costs associated with the transit program. The passage of SB1 has nearly doubled the total allocation to our County as a whole. NCTC has jurisdiction over apportionment of the funds based on service needs of each transit agency.

**45.28 - FTA - SECTION 5310 GRANT**

FTA competitive grant (\$300,000) to fund operations of the Dial-A-Ride (DAR) service provided outside the Fixed Route 3/4 mile ADA corridor and in areas of Truckee not served by the Fixed Route. The grant funds two years of operations from FY20/21 through FY21/22. The DAR service has been funded by the 5310 program since FY15/16 with prior years funding from TDA revenue.

**45.31 - LCTOP GRANT**

Low Carbon Transit Operations Program grant through the State funds a portion of the new Truckee TART Regional Night Service.

**46.80 - FARE BOX RECEIPTS RETAINED**

A high priority in the short-range and long-range transit plans is providing a fare-free transit system that the Town implemented July 1, 2018. Free fares are offered on the Fixed Route services and on the Dial-A-Ride service for ADA eligible clients. All other DAR passengers are required to pay the standard fare.

**46.82 - PARTNERSHIP FUNDING**

Funding received from Placer County for regional services operated by the Town (Regional Night Service) and contributions from the Airport District supporting free fares.

**47.30 - OTHER SOURCES OF REVENUE**

NCTC reimburses for Town staff time spent working on regional transit projects.

**47.34 - COMMUNITY SHUTTLE FUNDING**

The Truckee Tahoe Airport District provides \$40,000 to support the Community Shuttles. Due to the COVID-19 situation, the Truckee Thursdays and July 4<sup>th</sup> Parade events were canceled for the 2020 summer season, so the shuttles did not operate. However, \$10,000 is included in the budget for shuttle operations to the 2021 Truckee Thursdays event that starts in June 2021.

**48.10 - GRAYS CROSSING ANNUAL CONTRIBUTION**

As defined in the development agreement with Grays Crossing Homeowners Association, the funds collected are used to support public transit operations.

**49.10 - TRANSFER IN**

This represents funding from the Air Quality Mitigation Fund for Hwy 267 non-winter service operated by Placer County with partner funding from the Town and Airport District.

**REVENUES**  
**2020/21 EXPENDITURES BUDGET DETAIL**

**PUBLIC TRANSIT FUND - CAPITAL REVENUES**

## 45.25 - PROPOSITION 1B PTMISEA - GRANT

This State funding source supports transit capital projects that have included the purchase of new buses, bus stop signs for the new TART branding project, the NextBus program that provides real-time information on when a bus is expected to arrive at a stop, and video surveillance equipment on the buses. There is \$72,024 remaining of the original \$466,383 grant award and potential projects include replacing a vehicle that is at the end of its useful life or building a new transit shelter on Estates Drive. Funds must be expended by June 30, 2023.

## 45.35 – STATE OF GOOD REPAIR - GRANT

The State of Good Repair (SGR) funding program was created in April 2017 through Senate Bill 1 (SB1). This programmatic funding source supports transit capital projects. Current projects include replacement of a shelter and bus pullout improvements at South Shore Drive anticipated in FY 21/22 (\$160,000), and purchase of two vehicles to support Truckee TART operations anticipated for delivery in Spring 2021 (\$231,000).

**SOLID WASTE**

## 44.30 - INTEREST INCOME

Interest earned on the Town's bank deposits and investments. Amounts are allocated based on average fund balance. Budget estimate based on the three-year average interest rate earned by the Town applied to the budgeted ending cash balance for the prior year.

## 45.10 - GRANT REVENUE

Grant revenue for various solid waste and recycling programs. See the Solid Waste Fund expenditures section of this budget for more detail.

- Document City/County Grant
- Used Oil Recycling Annual Payment
- Household Hazardous Waste Grant

## 46.75 - PARCEL CHARGES

Parcel charge revenues assessed along with property taxes for solid waste, recycling and green waste collection. For FY19/20 the proposed increase represents a 9% increase over last year's rate for single family residential parcels at \$338.86. This increase in solid waste charge reflects the new program upgrades of source-separated recycling collection that will be in year 2 of a 3 year phase-in. Additionally, the cost increase reflects a 3.85% municipal solid waste tipping fee increase, and a 14.29% yard waste tipping fee increase at Eastern Regional Landfill for the processing of our materials, as determined by Placer County, who owns and controls the processing facility. These increases are related to increased labor costs at the processing facility and challenges with a recycling commodity economy that has been disturbed nationally and internationally by China. See Solid Waste in section 9 for more details.

## 46.76 - COMMERCIAL CUSTOMER ADMINISTRATION FEE

Fee charged to commercial solid waste customers for solid waste collection for the administration of the program. Collected by the Town's contracted solid waste hauler and passed through to the Town as an offset to the monthly hauler invoices.

## 46.77 - EDUCATION AND OUTREACH FRANCHISE FUNDING

Amounts collected from the Town's solid waste hauler pursuant to the recently negotiated Solid Waste franchise agreement. The amounts are to be used to offset the expenses incurred to provide public education and outreach, compliance monitoring, and to enforce the Franchise agreement. Specifically, this revenue source will be used to offset the cost of staffing an Administrative Technician within the Solid Waste division.

**REVENUES**  
**2020/21 EXPENDITURES BUDGET DETAIL**

**REDEVELOPMENT SUCCESSOR AGENCY**

**40.11 - PROPERTY TAX**

Property taxes collected by the County and distributed per AB 1X 26 for approved Redevelopment Successor Agency (RSA) Recognized Obligation Schedule (ROPS) expenditures.

**44.20, 44.30 - INTEREST INCOME**

Interest earned on the Town's bank deposits and investments. Amounts are allocated based on average fund balance. Budget estimate based on the three-year average interest rate earned by the Town applied to the budgeted ending cash balance for the prior year.

**44.31 - INTEREST INCOME - BOND RESERVE ACCOUNT**

Interest earned on the bond reserve account for the RSA bonds. These amounts were previously lumped into 44.20 - Interest Income.

**45.80 - FEDERAL BOND INTEREST SUBSIDY**

Interest subsidy received on the 2010 Redevelopment bond issuance.

**47.11 - LOAN INTEREST PAYMENT**

Provide for interest accrual amounts on the outstanding loans due to the RSA.

**47.30 - ADMINISTRATIVE COST REIMBURSEMENT**

Legislatively allowed reimbursement of costs to administer the RSA, in relation to the wind-down activities of the Redevelopment Agency, which are reimbursed by the County.

**REVENUES**  
**2020/21 EXPENDITURES BUDGET DETAIL**

**ACTIVITY DESCRIPTION**

Various revenues and/or grants have been applied for or are available to fund the Town's capital projects. The capital projects expenditures section includes individual project pages that describe the project and the project's funding sources. Staff attempts to use funding with a restricted purpose before moving to more generalized funding for capital projects. The funding priority list starts with attempts to procure grants, developer partnership funding or private contributions to cover the cost or a portion of the cost of a project. If no grants or outside funds are available, staff will attempt to use funds with restricted purposes such as the PEG Fund, Measure R Sales Tax Fund and the Tahoe Donner TSSA Fund. If those sources are not available or the project does not meet the criteria for use of special revenue fund, staff will then look to General Fund designations and the General Fund. In this way, staff is able to spread out the available funding to the most projects. The following is the list of the various revenues anticipated for projects.

**CAPITAL IMPROVEMENT PROJECTS REVENUES**

**AIR QUALITY MITIGATION FUND**

These funds are collected during the building permitting process to offset the air quality effects of some projects. They must be used on projects that help offset the Town's emissions. Capital uses for FY19/20 include the Woodstove Rebate Program.

**BUILDING & SAFETY FUND**

These are funds from the Building and Safety fund and are available for use on projects that enhance or maintain the Building and Safety division's operations.

**CDBG PROGRAM INCOME**

Community Development Block Grant (CDBG) funding from repaid loans that flows into a re-use fund.

**COPS FUND**

Citizens Option for Public Safety (COPS) Fund is money from a CA state fund allocated by the State of California Controller for use by front-line law enforcements. The Town uses it to fund a portion of the Police Department Technology project, C1208.

**DEVELOPER FUNDING**

These funds represent private developers' contributions to various projects.

**ECONOMIC DEVELOPMENT DESIGNATION**

General Fund money designated by the Town Council for projects dedicated to

**FACILITIES IMPACT FEES**

These funds are charges for impacts to Town services collected as part of building permits. The funds are to be used to bring Town services to comparable levels prior to the building activity.

**FLEET REPLACEMENT FUND**

These are funds set aside from General Fund divisions for the eventual and identified replacement of Town fleet vehicles. The amount budgeted here is the match on an electric vehicle that will replace one of the Town's general pool vehicles.

**GENERAL FUND**

The amount of General Fund money committed for use on capital projects.

**GENERAL FUND HOUSING DESIGNATION**

General Fund money designated by the Town Council for projects dedicated to workforce or "local" housing projects within the community.

**REVENUES**  
**2020/21 EXPENDITURES BUDGET DETAIL**

**CAPITAL IMPROVEMENT PROJECTS REVENUES (CONT'D)**

**GLENSHIRE TSSA FUND**

These funds are parcel charge revenues assessed on properties within the Glenshire Town special service area (TSSA) and are for enhanced road maintenance within the service area.

**GRANTS**

The Town has a practice of applying for grant funds to fund capital projects whenever grant funds are available. Grants come from a variety of sources including federal, state and local levels.

**INTERGOVERNMENTAL CONTRIBUTIONS**

The amount received from other governmental organizations for work on various projects.

**LOCAL TRANSPORTATION FUND**

Transportation Development Act funds, administered by the Nevada County Transportation Commission, allocated based on population and can be used for capital projects related to public transit. The Town proposes to use them on the Transit Center Relocation Feasibility Study.

**MEASURE R SALES TAX FUND**

These funds are available as a result of a 1/4 cent sales tax measure passed by voters in June of 2014. These funds are only available for use on trails construction or maintenance related projects.

**MEASURE V SALES TAX FUND**

These funds are available as a result of a 1/2 cent sales tax measure passed by voters in November of 2008. Funds are only available for use on road maintenance and construction related projects.

**OPEN SPACE DESIGNATION**

General Fund money designated by the Town Council for projects dedicated to the preservation of open space.

**PARKING FUND**

The amount of Parking Fund money committed for use on capital projects.

**PEG FUND**

The amount of PEG Fund money available for capital projects.

**PRIVATE CONTRIBUTIONS**

Amounts coming from private parties to fund various projects.

**RAILYARD COMMITMENTS DESIGNATION**

General Fund money designated by the Town Council for the Railyard development project.

**ROAD MAINTENANCE & REHAB ACCT**

Funds distributed to the Town as per a provision of SB1 Transportation Funding, to be used for the repair, maintenance or rehabilitation of California roadways. These funds are tracked as part of the Gas Tax fund.

**SB1 PROGRAMMATIC FUNDING**

These are funds made available from the State of California SB1 Transportation Funding. They are allocated based on population and a project list submit by the Town to the state of California.

**SOLID WASTE FUND**

These are funds from the Solid Waste fund balance used to pay for solid waste related projects. The cost of any projects funded from this source are not factored into the solid waste collection rates for FY19/20 and are from the Solid Waste fund balance.

**REVENUES****2020/21 EXPENDITURES BUDGET DETAIL****CAPITAL IMPROVEMENT PROJECTS REVENUES (CONT'D)****STREETSCAPE DESIGNATION**

General Fund money designated by the Town Council for streetscaping.

**SUSTAINABILITY DESIGNATION**

General Fund money designated by the Town Council for projects that significantly reduce the Town's greenhouse gas emissions.

**TAHOE DONNER TSSA FUND**

These funds are collected as parcel charge revenues assessed on properties within the Tahoe Donner special service area. They are limited for use on enhanced road maintenance, trails maintenance and snow removal activities within the service area.

**TRAFFIC IMPACT FEES FUND**

Fees collected on developments to offset the traffic impacts of those developments. This funding is restricted for use on projects that mitigate traffic conditions within the Town.

**TRAILS AND OPEN SPACE (IN-LIEU FEE)**

This funding source was established by Council via Resolution 2002-50. The funding can only be used for trails or open space property acquisition. The Town intends to use it as part of C0702 Legacy Trail Phase 4.

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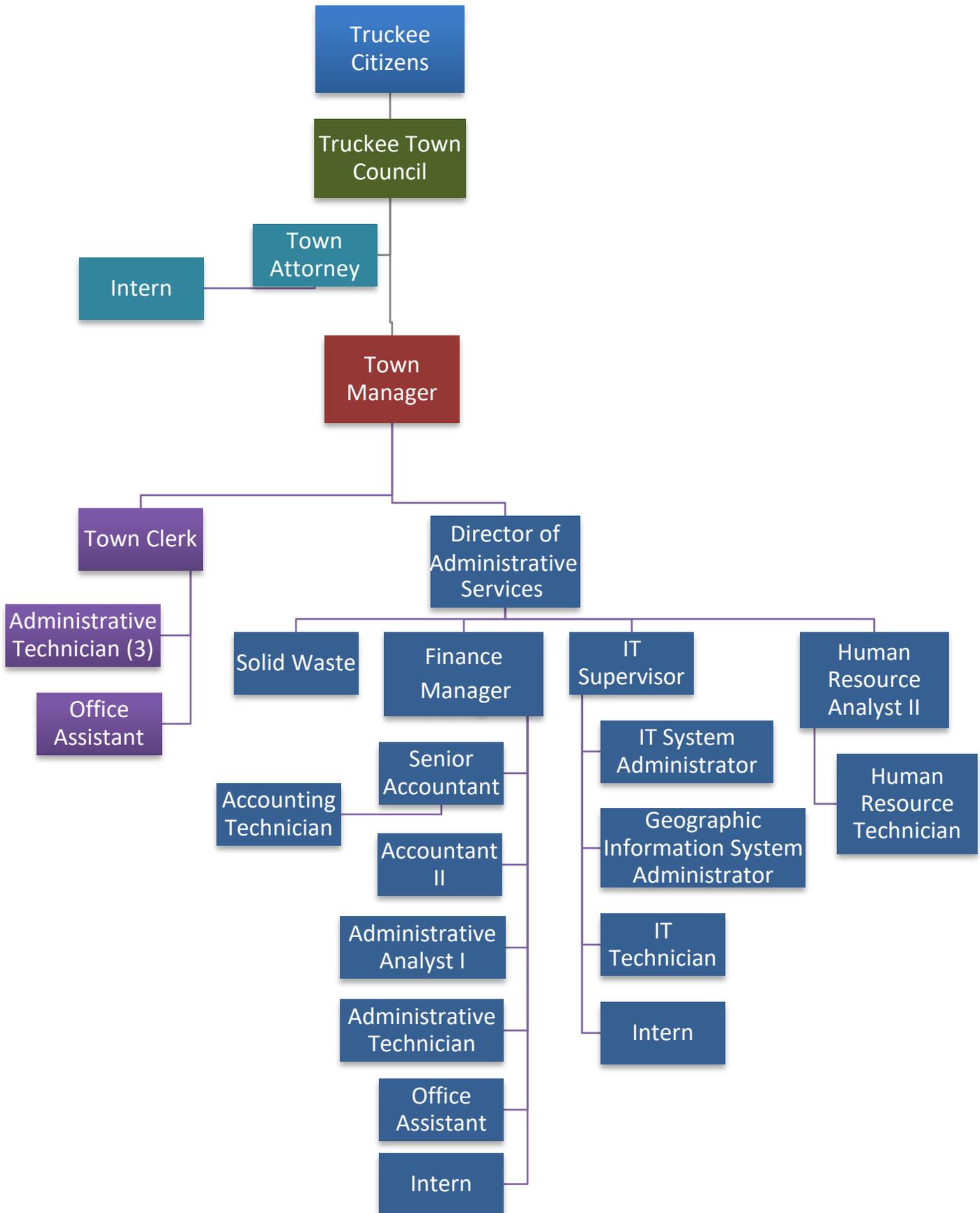
## SECTION 4 - GENERAL GOVERNMENT EXPENDITURES



*TOWN HALL ON A SNOWY DAY DURING FY18/19.*

- GENERAL GOVERNMENT ORGANIZATION CHART
- TOWN COUNCIL EXPENDITURES
- TOWN MANAGER EXPENDITURES
- TOWN ATTORNEY EXPENDITURES
- TOWN CLERK & COMMUNICATIONS EXPENDITURES
- ADMINISTRATIVE SERVICES EXPENDITURES
- GENERAL GOVERNMENT EXPENDITURES
- INFORMATION TECHNOLOGY EXPENDITURES

GENERAL GOVERNMENT ORGANIZATION CHART  
2020/21 BUDGET



**TOWN COUNCIL  
2020/21 EXPENDITURES BUDGET**

101.101.00 General Fund.Town Council.Non-Division		2018/19	2019/20	2019/20	2020/21	% CHG BUD	% CHG BUD
ACCOUNT		ACTUAL	AMENDED BUDGET	ESTIMATED ACTUALS	PROPOSED BUDGET	TO EA	TO BUD
<b>PERSONNEL</b>							
50.19	Wages - Elected Officials	39,296	38,701	38,701	42,125	8.8%	8.8%
54.xx	Benefits	7,324	6,884	6,218	7,637	22.8%	10.9%
	<b>Total Personnel</b>	<b>46,620</b>	<b>45,585</b>	<b>44,919</b>	<b>49,762</b>	<b>10.8%</b>	<b>9.2%</b>
<b>SUPPLIES &amp; SERVICES</b>							
60.15	Education & Training	5,852	10,000	5,000	10,000	100.0%	
61.00	Professional Services	51,398	53,200	53,200	54,000	1.5%	1.5%
63.05	Advertising	120	1,500	1,800	1,500	-16.7%	
63.25	Membership & Dues	6,898	7,000	7,250	7,400	2.1%	5.7%
63.32	Sister City Exchange Program	-	7,500	1,000	2,500	150.0%	
63.35	General Supplies	6,048	3,500	8,000	8,000		128.6%
63.38	Promotional Events & Supplies	6,942	6,000	6,000	6,000		
63.50	Postage, Freight, & Delivery	489	25	25	25		
63.55	Printing	83	200	-	200		
63.70	Telephone	255	500	650	500	-23.1%	
69.20	Vehicles - Mileage	-	750	-	-		-100.0%
	<b>Total Supplies &amp; Services</b>	<b>78,086</b>	<b>90,175</b>	<b>82,925</b>	<b>90,125</b>	<b>8.7%</b>	<b>-0.1%</b>
<b>CAPITAL OUTLAY</b>							
80.20	Computer Equipment	1,729	2,000	-	1,800		-10.0%
	<b>Total Capital Outlay</b>	<b>1,729</b>	<b>2,000</b>	<b>-</b>	<b>1,800</b>		<b>-10.0%</b>
<b>TOTAL</b>		<b>126,435</b>	<b>137,760</b>	<b>127,844</b>	<b>141,687</b>	<b>10.8%</b>	<b>2.9%</b>



*In late 2019, Councilmember Morgan Goodwin stepped down. Council elected Tony Commendatore to fill his seat. The seat will have to be filled by election for the remaining two years of the four year term in November 2020.*

**TOWN COUNCIL  
2020/21 EXPENDITURES BUDGET DETAIL**

101.101.00      General Fund.Town Council.Non-Division

**ACTIVITY DESCRIPTION**

The Town Council is composed of five (5) members elected by the citizens of Truckee as representatives to make the legislative and policy decisions of the Town, subject to the provisions of the Government Code and the Constitution of the State of California. The Mayor and the Town Council also represent the Town at official functions and in relationship with other organizations.

**PERSONNEL**

**50.19 - WAGES – ELECTED OFFICIALS**

Provides for a stipend of \$645 per month to each of the five (5) elected Council members.

**54.xx – BENEFITS**

Provides for the employer paid portion of Town-provided benefits such as the payroll taxes and workers compensation insurance. The budget provides for a potential increase in unemployment insurance, should the State of California implement one.

**SUPPLIES AND SERVICES**

**60.15 - EDUCATION AND TRAINING**

Provides for Council member attendance at a variety of training, educational seminars and local meetings. This provides an average of \$2,000 per Council Member.

**61.00 - PROFESSIONAL SERVICES**

Provides for the following:

- Council and Department Head team building consultant, meals, facility and consultant travel expenses.
- Sacramento legislative lobbyist costs (~\$3,500 monthly). Amount has an annual contract increase.
- Quarterly filing for the Fair Political Practices Commission (FPPC) (\$50 per quarter).

**63.05 – ADVERTISING**

Provides for various advertising costs for Council related events.

**63.25 - MEMBERSHIP AND DUES**

Provides for League of California Cities annual membership for the Town.

**63.35 - GENERAL SUPPLIES**

Provides for meeting meals, office stationery, forms, miscellaneous small items and equipment for Council use.

**63.38 - PROMOTIONAL EVENTS AND SUPPLIES**

Provides for items such as flowers, plaques, cards and other community recognition; ceremonial mementos for council members to hand out at training conferences; annual Town Council photograph; board, commission and committee service recognition; and entrance fees to ceremonial and special events such as the Truckee Chamber Awards Dinner Sponsorship (\$2,750). The capital improvement project budget, C1514, provides funding for major milestone celebrations for the Town, such as the Town 25th Anniversary celebration.

**63.50 - POSTAGE, FREIGHT, AND DELIVERY**

Provides for postage and mailing costs that may arise during the fiscal year. For FY20/21, this included mailings to potential Sister City candidates.

**TOWN COUNCIL  
2020/21 EXPENDITURES BUDGET DETAIL**

101.101.00 General Fund.Town Council.Non-Division

**SUPPLIES AND SERVICES (cont'd)**

63.55 - PRINTING

Provides for special printing needs.

63.70 - TELEPHONE

Provides for an allocation of the optical fiber internet connection.

69.20 - VEHICLES - MILEAGE

Provides for Council Members mileage on personal vehicles to attend meetings or training.

**CAPITAL OUTLAY**

80.20 - COMPUTER EQUIPMENT

Provides for replacement of the presentation computer in Council Chambers. FY20/21 budget to provide new iPads should there be turnover in Council in the election in November 2020.



*The first ever virtual Town of Truckee meeting was held on March 25<sup>th</sup>, 2020. This meeting facilitated in large part due to the hard work of Kimberley English, Town of Truckee IT Systems Analyst.*

**TOWN MANAGER  
2020/21 EXPENDITURES BUDGET**

101.102.00 General Fund.Town Manager.Non-Division		2018/19	2019/20	2019/20	2020/21	% CHG BUD	% CHG BUD
ACCOUNT		ACTUAL	AMENDED BUDGET	ESTIMATED ACTUALS	PROPOSED BUDGET	TO EA	TO BUD
<b>PERSONNEL</b>							
50.11	Wages - Regular Full-Time	173,755	205,481	203,192	214,405	5.5%	4.3%
54.xx	Benefits	57,584	55,036	55,268	83,151	50.4%	51.1%
54.61	Deferred Compensation	19,401	23,620	22,375	24,474	9.4%	3.6%
54.81	RHS	1,729	1,951	2,025	2,042	0.8%	4.6%
55.71	Car Allowances	9,786	10,781	11,083	11,115	0.3%	3.1%
	<b>Total Personnel</b>	<b>262,256</b>	<b>296,870</b>	<b>293,942</b>	<b>335,186</b>	<b>14.0%</b>	<b>12.9%</b>
<b>SUPPLIES &amp; SERVICES</b>							
60.15	Education & Training	4,314	6,000	4,000	6,000	50.0%	
60.20	Employee Relations Activities	15,747	18,100	18,100	18,100		
60.21	Employee Incentive Program	1,556	2,400	2,600	2,500	-3.8%	4.2%
61.00	Professional Services	400	2,000	-	2,000		
63.05	Advertising	440	300	300	300		
63.25	Membership & Dues	1,225	1,500	750	1,500	100.0%	
63.33	Software Supplies	315	-	-	-		
63.35	General Supplies	2,656	2,900	1,750	2,900	65.7%	
63.50	Postage, Freight, & Delivery	-	100	-	100		
63.55	Printing	-	100	600	400	-33.3%	300.0%
63.56	Publications	79	100	-	100		
63.70	Telephone	501	650	650	650		
	<b>Total Supplies &amp; Services</b>	<b>27,233</b>	<b>34,150</b>	<b>28,750</b>	<b>34,550</b>	<b>20.2%</b>	<b>1.2%</b>
<b>CAPITAL OUTLAY</b>							
80.20	Computer Equipment	-	1,700	1,400	1,500	7.1%	-11.8%
	<b>Total Capital Outlay</b>	<b>-</b>	<b>1,700</b>	<b>1,400</b>	<b>1,500</b>	<b>7.1%</b>	<b>-11.8%</b>
	<b>TOTAL</b>	<b>289,489</b>	<b>332,720</b>	<b>324,092</b>	<b>371,236</b>	<b>14.5%</b>	<b>11.6%</b>



*DURING OCTOBER 2019, TOWN COUNCIL MEMBERS AND TOWN STAFF RECEIVED RECOGNITION FOR THE COLLECTIVE SUSTAINABILITY EFFORTS OF THE TRUCKEE COMMUNITY. THE TOWN RECEIVED A SILVER LEVEL BEACON AWARD WHICH REPRESENTS ACHIEVEMENT IN ALL FIVE OF THE SPOTLIGHT CATEGORIES INCLUDING NATURAL GAS SAVINGS, SUSTAINABILITY BEST PRACTICES, GREENHOUSE GAS REDUCTIONS, AGENCY ENERGY SAVINGS, AND COMMUNITY GREENHOUSE GAS REDUCTIONS.*

**TOWN MANAGER  
2020/21 EXPENDITURES BUDGET DETAIL**

101.102.00 General Fund.Town Manager.Non-Division

**ACTIVITY DESCRIPTION**

The Town Manager is directly responsible to the Town Council for the day-to-day administration of all Town affairs. The Manager is directly responsible for the preparation and administration of the annual budget, organization and allocation of Town resources and all matters related to staffing and personnel. The Town Manager is responsible for both assisting in policy formulation and ensuring that the policy directives of the Town Council are carried out.

**PERSONNEL**

**50.11 - WAGES - REGULAR FULL-TIME**

Provides for 99% of the salary of the Town Manager and 10% of the salary of the Town Clerk.

**54.xx - BENEFITS**

Provides for the employer paid portion of Town-sponsored benefits such as the retirement pension costs, payroll taxes, health insurance, dental insurance, vision insurance, group life insurance and workers compensation insurance. The increase is primarily related to retirement pension costs.

**54.61 - DEFERRED COMPENSATION**

Provides for deferred compensation as negotiated by the Town's employee groups.

**54.81 - RETIREMENT HEALTH SAVINGS (RHS)**

Provides for RHS as negotiated by the Town's employee groups.

**55.71 - CAR ALLOWANCE**

Provides for the use of the Town Manager's (99%) and the Town Clerk's (10%) private vehicles on Town business.

**SUPPLIES AND SERVICES**

**60.15 - EDUCATION AND TRAINING**

Provides for education, training seminars and workshops for the Town Manager, such as League of California Cities training, planning related training, monthly Mayors and Managers meetings, quarterly meetings with Eastern Placer County and Nevada County Area Managers.

**60.20 - EMPLOYEE RELATIONS AND ACTIVITIES**

Provides for the following:

- Holiday Celebration.
- All-employee quarterly meetings (\$1,250 each).
- Employee service awards. Amount fluctuates annually based on the number of staff that have reached milestone years.
- New Employee Orientation Workshops, as needed.

**60.21- EMPLOYEE INCENTIVE PROGRAM**

Provides for rewards for individual employees of the Town of a one-time incentive for extraordinary performance, services or cost savings. Incentives shall be granted at the Town Manager's discretion. Awards have been based on the Town Employee's values of Integrity, Teamwork, Excellence, Commitment and Accountability.

**61.00 - PROFESSIONAL SERVICES**

Provides for a teambuilding and planning workshop for the Department Heads. The current team does not intend to use a facilitator, which helps keep costs low.

**TOWN MANAGER  
2020/21 EXPENDITURES BUDGET DETAIL**

101.102.00 General Fund.Town Manager.Non-Division

**SUPPLIES AND SERVICES (cont'd)**

63.05 - ADVERTISING

Provides for various advertising needs.

63.25 - MEMBERSHIP AND DUES

Provides for the Town Manager's membership in professional organizations, such as the American Planning Association, the League of California Cities, or the Local Government Commission.

63.35 - GENERAL SUPPLIES

Provides for office stationery, forms, office supplies, small equipment, small houseware items needed to accommodate group meetings, and meals and snacks for meetings.

63.50 - POSTAGE, FREIGHT, AND DELIVERY

Provides for postage and mailing costs.

63.55 - PRINTING

Provides for any special printing needs.

63.56 - PUBLICATIONS

Provides for subscriptions to necessary city management publications or reference books.

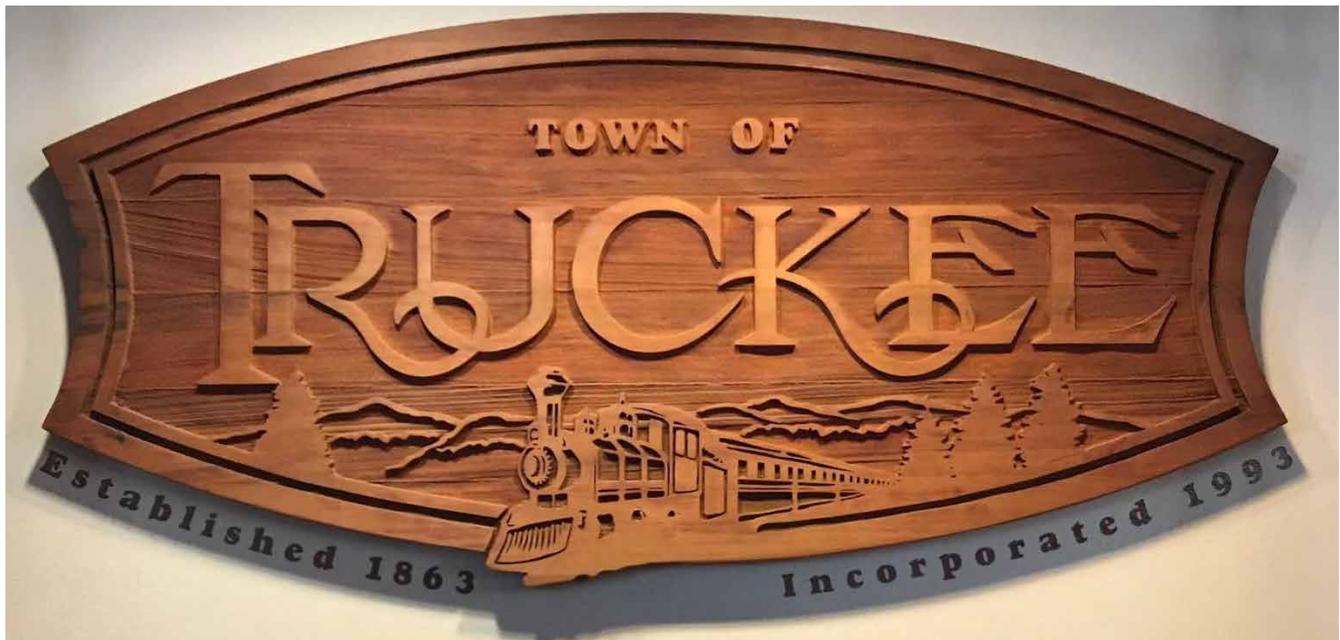
63.70 - TELEPHONE

Provides for an allocation of costs for the Town-wide base and long distance phone plan, the optical fiber internet connection, and miscellaneous charges associated with the Town's Cisco phone system. Also provides for an allocation of staff cellular phone service and equipment.

**CAPITAL OUTLAY**

80.20 – COMPUTER EQUIPMENT

Provides for a new laptop or computer for the Town Manager.



*Town of Truckee wooden sign, which hangs in Council Chambers. Photo taken by Jennifer Masters*

**TOWN ATTORNEY  
2020/21 EXPENDITURES BUDGET**

101.103.00 General Fund.Town Attorney.Non-Division		2018/19	2019/20	2019/20	2020/21	% CHG BUD	% CHG BUD
ACCOUNT		ACTUAL	AMENDED BUDGET	ESTIMATED ACTUALS	PROPOSED BUDGET	TO EA	TO BUD
<b>PERSONNEL</b>							
50.11	Wages - Regular Full-Time	180,418	202,341	204,287	202,313	-1.0%	0.0%
50.15	Wages - Temporary	-	-	-	3,173		
54.xx	Benefits	48,511	53,911	35,727	62,667	75.4%	16.2%
54.61	Deferred Compensation	11,563	13,057	14,750	16,187	9.7%	24.0%
54.81	RHS	1,700	1,844	1,915	1,872	-2.3%	1.5%
	<b>Total Personnel</b>	<b>242,193</b>	<b>271,153</b>	<b>256,679</b>	<b>286,212</b>	<b>11.5%</b>	<b>5.6%</b>
<b>SUPPLIES &amp; SERVICES</b>							
60.15	Education & Training	1,716	3,500	-	3,500		
61.00	Professional Services	34,932	100,000	60,000	100,000	66.7%	
63.05	Advertising	96	200	-	200		
63.25	Membership & Dues	538	600	650	675	3.8%	12.5%
63.33	Software Supplies	175	250	250	250		
63.35	General Supplies	694	1,000	1,000	1,000		
63.50	Postage, Freight, & Delivery	-	100	-	100		
63.55	Printing	-	50	-	50		
63.56	Publications	3,423	3,600	3,500	3,600	2.9%	
63.70	Telephone	372	500	500	500		
	<b>Total Supplies &amp; Services</b>	<b>41,947</b>	<b>109,800</b>	<b>65,900</b>	<b>109,875</b>	<b>66.7%</b>	<b>0.1%</b>
	<b>TOTAL</b>	<b>284,140</b>	<b>380,953</b>	<b>322,579</b>	<b>396,087</b>	<b>22.8%</b>	<b>4.0%</b>

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**TOWN ATTORNEY  
2020/21 EXPENDITURES BUDGET DETAIL**

101.103.00      General Fund.Town Attornev.Non-Division

**ACTIVITY DESCRIPTION**

The function of the Town Attorney is to serve as legal counsel for Town employees during day-to-day operations and to serve as legal advisor to the Council, Planning Commission, and Town Manager. The Town Attorney is also charged with general knowledge of legal issues arising from court decisions, awareness of the need for specialized attorneys and the supervision of those attorneys in the handling of Town litigation. Additionally, the Town Attorney is charged with the preparation and review of ordinances, resolutions and other legislation.

Activities include assisting the Council and staff in crafting proposed public policies and local ordinances. The Town Attorney will also assist the Town in administering any specialty legal counsel services that may be needed, and will protect the Town when litigation and threats of litigation arise. A goal for FY20/21 is to finalize the revised personnel rules in conjunction with the Administrative Services Division.

**PERSONNEL**

**50.11 - WAGES - REGULAR FULL-TIME**

Provides for 99% of the salary of the Town Attorney. For FY20/21, 1% of the Town Attorney's position remains allocated to the Redevelopment Successor Agency (RSA).

**50.15 - WAGES - TEMPORARY**

Provides for an intern.

**54.xx - BENEFITS**

Provides for the employer paid portion of Town-provided benefits such as the retirement pension costs, payroll taxes, health insurance, dental insurance, vision insurance, group life insurance and workers compensation insurance. The increase is from anticipated health costs and retirement pension costs.

**54.61 -DEFERRED COMPENSATION**

Provides for deferred compensation as negotiated by the Town's employee groups.

**54.81 - RETIREMENT HEALTH SAVINGS (RHS)**

Provides for RHS as negotiated by the Town's employee groups.

**SUPPLIES AND SERVICES**

**60.15 - EDUCATION AND TRAINING**

Provides for attendance at education or training seminars and workshops for the Town Attorney and one (1) of the Administrative Technicians in the Town Clerk and Communications Division.

**61.00 - PROFESSIONAL SERVICES**

Provides for specialized outside legal services as needed. Amount fluctuates annually based on legal issues that arise during the year. Due to the unpredictable nature of most legal action, there is no way to accurately estimate the necessary funding levels year-on-year. Therefore, the budget for this item remains relatively consistent regardless of the yearly activity to accommodate for the fluctuations. The budget does not include legal services for which the Town would be reimbursed by planning applicants. Also provides for the completion of the Town's revised personnel policies.

**63.05 - ADVERTISING**

Provides for advertising costs as needed.

**63.25 - MEMBERSHIP AND DUES**

Provides for California State Bar Association annual dues for the Town Attorney.

**TOWN ATTORNEY  
2020/21 EXPENDITURES BUDGET DETAIL**

101.103.00      General Fund.Town Attornev.Non-Division

**SUPPLIES AND SERVICES (cont'd)**

63.33 - SOFTWARE SUPPLIES

Provides for Workshare software (~\$175 per year) (a secure enterprise file sharing and collaboration platform) and other miscellaneous software costs that may arise.

63.35 - GENERAL SUPPLIES

Provides for office stationery, forms, office supplies, small equipment, small houseware items needed to accommodate group meetings, and meals and snacks for meetings.

63.50 - POSTAGE, FREIGHT, AND DELIVERY

Provides for postage and mailing costs.

63.55 - PRINTING

Provides for any special printing needs.

63.56 - PUBLICATIONS

Provides for a subscription to an online legal research platform (~\$300 per month) to assist with legal research. The service has a contracted yearly price increase.

63.70 - TELEPHONE

Provides for an allocation of costs for the Town-wide base and long distance phone plan, the optical fiber internet connection, and miscellaneous charges associated with the Town's Cisco phone system.

**TOWN CLERK and COMMUNICATIONS  
2020/21 EXPENDITURES BUDGET**

101.104.00 General Fund.Town Clerk and Communications.Non-Division

ACCOUNT		2018/19 ACTUAL	2019/20 AMENDED BUDGET	2019/20 ESTIMATED ACTUALS	2020/21 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
<b>PERSONNEL</b>							
50.11	Wages - Regular Full-Time	308,122	354,316	338,201	371,082	9.7%	4.7%
50.31	Overtime - Regular Full-Time	593	750	300	750	150.0%	
54.xx	Benefits	126,277	148,460	140,909	177,047	25.6%	19.3%
54.61	Deferred Compensation	14,468	16,555	14,977	16,988	13.4%	2.6%
54.81	RHS	1,007	1,151	1,196	1,169	-2.3%	1.5%
55.71	Car Allowances	2,552	3,132	3,132	3,133	0.0%	0.0%
	<b>Total Personnel</b>	<b>453,018</b>	<b>524,365</b>	<b>498,716</b>	<b>570,168</b>	<b>14.3%</b>	<b>8.7%</b>
<b>SUPPLIES &amp; SERVICES</b>							
60.15	Education & Training	9,278	14,000	9,000	14,000	55.6%	
61.00	Professional Services	2,806	21,500	700	1,500	114.3%	-93.0%
61.08	Communication & Community Outreach	9,045	20,000	20,000	20,000		
63.05	Advertising	3,013	4,500	4,500	4,500		
63.25	Membership & Dues	1,018	1,749	1,000	1,749	74.9%	
63.30	Document Imaging	-	2,500	1,000	2,500	150.0%	
63.33	Software Supplies	9,878	11,000	11,000	20,000	81.8%	81.8%
63.35	General Supplies	6,522	6,000	6,500	6,500		8.3%
63.50	Postage, Freight, & Delivery	341	650	650	650		
63.55	Printing	119	100	100	100		
63.70	Telephone	2,248	2,300	2,300	2,300		
66.20	Repair & Maint - Office Equip	320	100	-	100		
67.08	Election Expenses	11,552	-	-	12,000		100.0%
69.20	Vehicles - Mileage	-	75	-	75		
	<b>Total Supplies &amp; Services</b>	<b>56,142</b>	<b>84,474</b>	<b>56,750</b>	<b>85,974</b>	<b>51.5%</b>	<b>1.8%</b>
<b>CAPITAL OUTLAY</b>							
80.05	Furniture & Fixtures	-	-	-	10,000		100.0%
80.20	Computer Equipment	2,364	5,300	6,500	1,700	-73.8%	-67.9%
	<b>Total Capital Outlay</b>	<b>2,364</b>	<b>5,300</b>	<b>6,500</b>	<b>11,700</b>	<b>80.0%</b>	<b>120.8%</b>
	<b>TOTAL</b>	<b>511,524</b>	<b>614,139</b>	<b>561,966</b>	<b>667,842</b>	<b>18.8%</b>	<b>8.7%</b>



*THE TOWN CLERK AND COMMUNICATIONS DIVISION HELPS TO FACILITATE A PERIODIC ALL EMPLOYEE MEETING. THESE MEETINGS GIVE STAFF A CHANCE TO CONNECT WITH THEIR COWORKERS AND GIVES THE MANAGEMENT TEAM TO OPPURTUNITY TO UPDATE ALL TOWN STAFF ON WHAT IS HAPPENING AROUND TOWN. THIS HELPS KEEP STAFF CONNECTED AND UP-TO-DATE. COUNCIL ARE ENCOURAGED TO JOIN THE LUNCH MEETING TO CONNECT WITH STAFF.*

**TOWN CLERK and COMMUNICATIONS DESCRIPTION  
2020/21 EXPENDITURES BUDGET DETAIL**

101.104.00 General Fund.Town Clerk and Communications.Non-Division

**ACTIVITY DESCRIPTION**

The Town Clerk and Communications (TCC) Division is responsible for matters relating to the official business of the Town Council and the Town's compliance with California public access and safeguard laws. These laws include the Brown Act, the Public Records Act, the Political Reform Act, the Fair Political Practices Commission (FPPC), the Maddy Act, conflict of interest laws, election laws, ethics laws, Voter Participation Rights Act and Voting Rights Act. These laws safeguard the public's investments and ensure resources are used for the benefit of the public to ensure (as stakeholders in government) public access to Town business. Additionally, the TCC Division is responsible for administrative tasks for the Engineering Division, the Housing Division, the Town Manager, the Town Attorney, the Redevelopment Successor Agency (RSA) and the Truckee Public Financing Authority; website maintenance; and conducting municipal elections.



The TCC continues to work on improving American's with Disabilities Act (ADA) compliance on the Town's website platform. Staff has turned focus on our social media and print engagement. The Town is now publishing ads monthly in Moonshine Ink, and has increased outreach through the Sierra Sun. The Town has increased its Facebook followers by 10% over the past year and has begun engaging our community more directly on the Nextdoor platform. Based on Council's priorities for 2020, staff initiated a new Instagram account and empowered a "Raving Fans" team to focus on marketing the Town's programs, projects and introducing the community to the staff that works on their behalf. A new Communication Steering Committee was formed to help provide direction and oversight to the new Raving Fans. For FY20/21 staff will be focusing time and resources on evaluating and implementing new website platforms and new web-based communications tools along with initiating a LinkedIn presence.

Staff is working on creating new records, LaserFiche and website resources and templates for the new Housing division. The TCC will continue to providing administrative support with data entry, grant applications and reporting. This assistance is charged directly to the Transit division. TCC did not pursue the FPPC filing software upgrade in this fiscal year. If time permits staff will pursue this in FY20/21. In FY19/20, the TCC will focus some effort on increasing accessibility to Town meeting information through new agenda posting screens in conjunction with our special district partners. Even though this project has been pushed out two years, staff will continue the data cleanup necessary to implement an upgrade to our Records Management Platform LaserFiche (see C1610 in the Capital Improvement Project budget for details).

**PERSONNEL**

**50.11 - WAGES - REGULAR FULL-TIME**

Provides for 87% of the salary of the Town Clerk [10% to Town Manager and 3% to the Redevelopment Successor Agency (RSA)], the wages for one (1) Administrative Technician, 98% of the wages for two (2) Administrative Technicians.

**50.31 - OVERTIME - REGULAR FULL-TIME**

Provides for overtime costs to non-exempt employees to work in addition to their normal working hours to provide notetaking at public meetings and the time on weekends and holidays to host the Veterans Day Ceremony and Big Truck Day.

**54.xx - BENEFITS**

Provides for the employer paid portion of Town-provided benefits such as the retirement pension costs, payroll taxes, health insurance, dental insurance, vision insurance, group life insurance and workers compensation insurance. The increase is primarily related to the retirement pension costs.

**54.61 - DEFERRED COMPENSATION**

Provides for deferred compensation as negotiated by the Town's employee groups.

**TOWN CLERK and COMMUNICATIONS DESCRIPTION  
2020/21 EXPENDITURES BUDGET DETAIL**

101.104.00 General Fund.Town Clerk and Communications.Non-Division

**PERSONNEL (cont'd)**

54.81 - RETIREMENT HEALTH SAVINGS (RHS)

Provides for RHS as negotiated by the Town's employee groups.

55.71 - CAR ALLOWANCE

Provides for the use of the Town Clerk's private vehicle on Town business (87%).

**SUPPLIES AND SERVICES**

60.15 - EDUCATION AND TRAINING

Provides for attendance at education and training seminars and workshops. Training activities anticipated to include the Technical Training for Clerks, North Tahoe/Truckee Leadership, New Law and Election Seminar, the City Clerks' Association of California (CCAC) annual conference/training, records management training, public information officer training, and regional CCAC meetings. Staff will continue to seek scholarships for Clerk's certification training whenever possible. TCC has received training grants in the past year equaling ~\$2,000.

61.00 - PROFESSIONAL SERVICES

Provides for the following:

- Review of the Town's Records Retention Schedules, general policy reviews, and an update of the Records Management Manual. Periodic reviews of the records retention schedule is needed to ensure that the Town is still in compliance with State and Federal laws and regulations.

61.08 - COMMUNICATION AND COMMUNITY OUTREACH

Provides for the following:

- Video maintenance of Council and Planning Commission meetings.
- Town website maintenance, support, and hosting with Granicus/Vision.
- Miscellaneous software for public outreach, survey needs and boosting of Facebook postings.

63.05 - ADVERTISING

Provides for advertising costs as needed including publication of ordinances, notices, and job postings for the TCC division.

63.25 - MEMBERSHIP AND DUES

Provides for the following:

- Town membership to CCAC.
- Three (3) memberships to International Institute of Municipal Clerks (IIMC).
- One (1) membership in the Public Information Officer's Organization (PIOO).
- One (1) membership in the National Association of Government Archive and Records Administrators (NAGRA).
- One (1) memberships for Toastmasters, a public speaking club.

63.30 - DOCUMENT IMAGING

Provides for imaging of documents that cannot be imaged in-house. This item is highly dependent on the availability of staff time to review records to be imaged.

63.33 - SOFTWARE SUPPLIES

Provides for the following:

- Social media archive software (Archive Social).
- Adobe membership (\$53 per month) and other upgrades as needed.
- Website performance software (SiteImprove) that informs Town staff of errors in spelling, broken links and accessibility issues on the Town website.

**TOWN CLERK and COMMUNICATIONS DESCRIPTION  
2020/21 EXPENDITURES BUDGET DETAIL**

101.104.00 General Fund.Town Clerk and Communications.Non-Division

**SUPPLIES AND SERVICES (cont'd)**

63.33 - SOFTWARE SUPPLIES (cont'd)

- Meeting recorder software (Soniclear).
- New application Fair Political Practices Commission (FPPC) Form 700 filing software. \$1,000 for annual subscription and onetime cost of \$1,000 for State certification.
- New application Annual DocuSign Subscription \$2,760.

The increase in software cost is to accommodate the expansion of the Town's websites from one site to approximately seven. The Town is required to ensure that all websites sponsored by the Town are maintained at the same legal levels and remain current.

63.35 - GENERAL SUPPLIES

Provides for office supplies and equipment, including costs for document shredding (monthly and periodic for record destruction).

63.50 - POSTAGE, FREIGHT, AND DELIVERY

Provides for postage and mailing costs.

63.55 - PRINTING

Provides for any special printing needs.

63.70 - TELEPHONE

Provides for an allocation of costs for the Town-wide base and long distance phone plan, the optical fiber internet connection, and miscellaneous charges associated with the Town's Cisco phone system. Also provides for staff cellular phone service and equipment.

66.20 - REPAIR AND MAINTENANCE - OFFICE EQUIPMENT

Provides for maintenance and unscheduled repair of office equipment.

67.08 - ELECTION EXPENSES

Provides for election expenses during election years. In FY20/21 the Town will contract with Nevada County to run elections.

69.20 - VEHICLES - MILEAGE

Provides for payment to staff for use of a private vehicle on Town business not already provided for under a car allowance or through the education and training budget.

**CAPITAL OUTLAY**

80.05 – Furniture and Fixtures

Provides for replacement workstations for TCC staff.

80.20 - COMPUTER EQUIPMENT

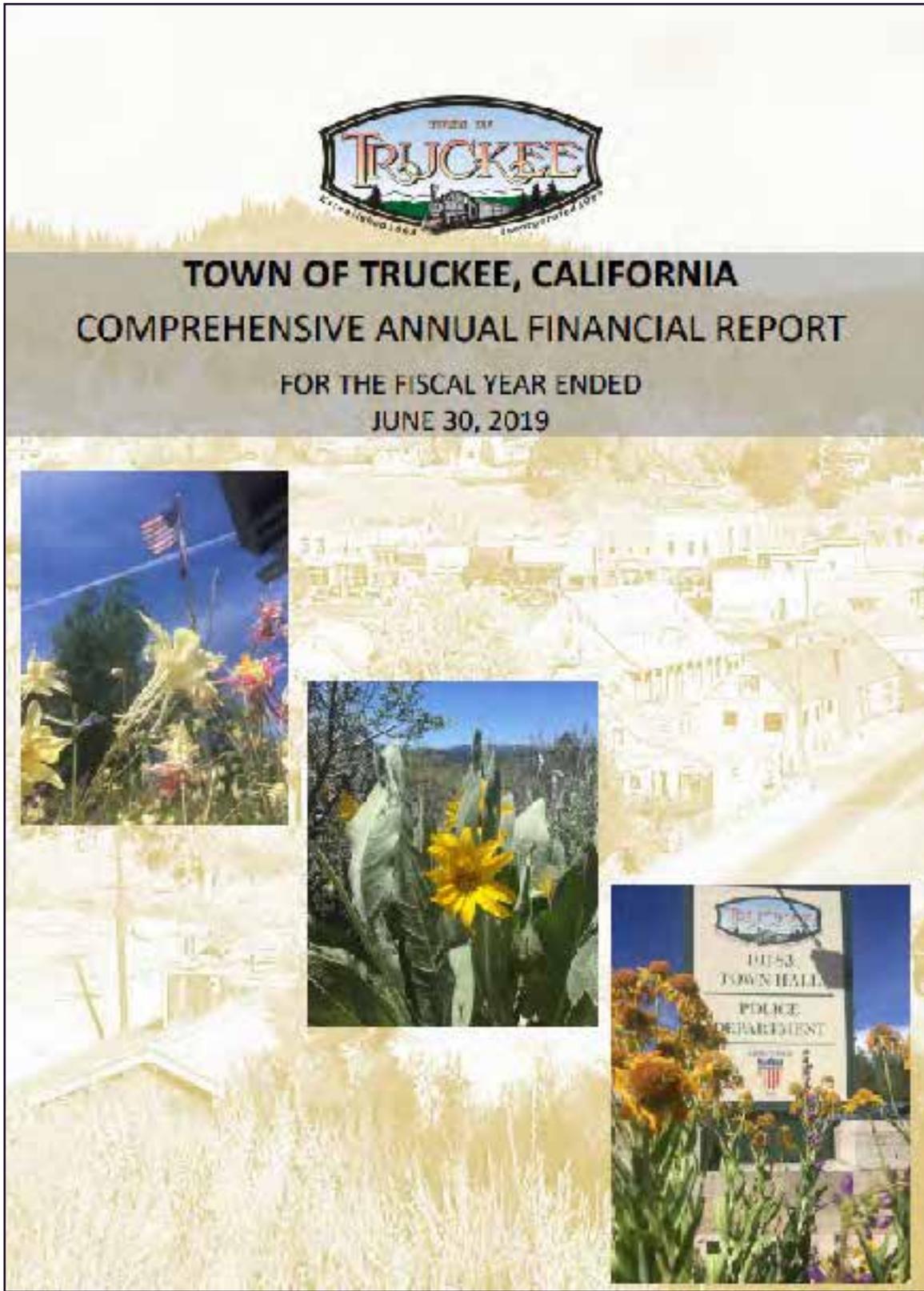
Provides for computer needs as follows:

- One (1) desktop computer for the Office Assistant (\$1,200) with two (2) 24 inch monitors (\$250 each).

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**ADMINISTRATIVE SERVICES  
2020/21 EXPENDITURES BUDGET**

101.105.00 General Fund.Administrative Services.Non-Division		2018/19	2019/20	2019/20	2020/21	% CHG BUD	% CHG BUD
ACCOUNT		ACTUAL	AMENDED BUDGET	ESTIMATED ACTUALS	PROPOSED BUDGET	TO EA	TO BUD
<b>PERSONNEL</b>							
50.11	Wages - Regular Full-Time	586,424	640,007	650,556	728,296	11.9%	13.8%
50.14	Wages - Part-Time	58,771	73,625	76,226	78,043	2.4%	6.0%
50.15	Wages - Temporary	3,549	8,000	2,500	2,720	8.8%	-66.0%
50.31	Overtime - Regular Full-Time	53	500	160	500	212.5%	
54.xx	Benefits	255,693	295,190	281,512	357,799	27.1%	21.2%
54.61	Deferred Compensation	28,539	28,325	31,081	27,759	-10.7%	-2.0%
54.81	RHS	5,261	6,758	7,093	7,068	-0.4%	4.6%
55.71	Car Allowances	2,160	2,340	2,340	2,340		
	<b>Total Personnel</b>	<b>940,450</b>	<b>1,054,744</b>	<b>1,051,468</b>	<b>1,204,524</b>	<b>14.6%</b>	<b>14.2%</b>
<b>SUPPLIES &amp; SERVICES</b>							
60.15	Education & Training	22,738	30,000	17,000	30,000	76.5%	
61.00	Professional Services	54,673	56,000	55,000	55,000		-1.8%
63.05	Advertising	1,590	1,000	1,200	1,000	-16.7%	
63.25	Membership & Dues	1,279	1,500	1,000	2,045	104.5%	36.3%
63.33	Software Supplies	1,754	1,080	500	1,000	100.0%	-7.4%
63.35	General Supplies	8,040	7,500	7,500	7,500		
63.45	Photocopying	2,867	2,000	2,800	3,000	7.1%	50.0%
63.50	Postage, Freight, & Delivery	5,078	4,000	4,500	5,000	11.1%	25.0%
63.55	Printing	1,409	1,500	1,000	1,500	50.0%	
63.56	Publications	892	1,000	900	900		-10.0%
63.70	Telephone	4,665	6,000	4,500	6,000	33.3%	
66.20	Repair & Maint - Office Equip	-	200	-	200		
69.20	Vehicles - Mileage	-	50	-	50		
	<b>Total Supplies &amp; Services</b>	<b>104,983</b>	<b>111,830</b>	<b>95,900</b>	<b>113,195</b>	<b>18.0%</b>	<b>1.2%</b>
<b>CAPITAL OUTLAY</b>							
80.20	Computer Equipment	-	1,000	4,000	3,900	-2.5%	290.0%
	<b>Total Capital Outlay</b>	<b>-</b>	<b>1,000</b>	<b>4,000</b>	<b>3,900</b>	<b>-2.5%</b>	<b>290.0%</b>
	<b>TOTAL</b>	<b>1,045,433</b>	<b>1,167,574</b>	<b>1,151,368</b>	<b>1,321,619</b>	<b>14.8%</b>	<b>13.2%</b>



*THE ADMINISTRATIVE SERVICES DEPARTMENT PRODUCED THEIR FIRST EVER COMPREHENSIVE ANNUAL FINANCIAL STATEMENT (CAFR) DURING FISCAL YEAR 2019/20. PRIOR TO THIS, THE TOWN PRODUCED AN ANNUAL FINANCIAL REPORT. THE CAFR OFFERS READERS ADDITIONAL INFORMATION TO ASSIST IN DETERMINING THE TOWN'S FINANCIAL POSITION.*

**ADMINISTRATIVE SERVICES  
2020/21 EXPENDITURES BUDGET DETAIL**

101.105.00      General Fund.Administrative Services.Non-Division

**ACTIVITY DESCRIPTION**

The Administrative Services Division is responsible for providing general administrative services in the areas of Finance and Accounting, Human Resources, Risk Management, and Purchasing to the Town Council, Town Manager and Town Departments. This includes processing and recording of all financial transactions such as accounts payable, revenue receipts, payroll and summarizing financial transactions in a format that allows management and Council to review fiscal performance and related departmental budget conformance. This Division establishes internal accounting controls and aids the Council in contracting for external audits. The Administrative Services Division works with the Town Manager to develop both proposed and final budgets and also prepares all statutorily required financial reporting documents. The division also administers all hiring processes, consults with operating departments on personnel issues, and provides human services to every employee including the administration of all benefits.

Department priorities for FY20/21 include monitoring, administration, and reporting of the Town’s approved operating and capital budgets, collaboration with other departments to provide administrative support to upcoming town programs and initiatives, continued enhancement of transient occupancy tax (TOT) audit activities, and continued growth and training of staff, especially new human resources staff. During FY19/20, the Administrative Services Division facilitated one bond issuance to finance a portion of the costs of the new Public Service Center garage project, refunded 2 outstanding bond issuances to save over \$5M in interest costs to taxpayers, compiled and issued the Town’s first Comprehensive Annual Financial Report, was awarded the CSMFO Excellence in Budgeting award for the second year in a row, assisted 136 short term rental properties to come into compliance with transient occupancy tax rules, facilitated the turnover of 54 employee positions, and worked with other town departments on various new or revamped programs like the TT BID committee, infrastructure financing, administration of parcel charges, and more.

	FY16/17	FY17/18	FY18/19
Receipts processed	4,152	4,782	4,594
Accounts Payable invoices processed	8,914	9,565	9,549
Occupancy Tax Property Filings	6,261	6,395	6,969
Employee Hiring and Promotions	57	44	54
Employee payroll payments	3,491	3,629	3,627
Financial Statement Audit opinion	unmodified	unmodified	unmodified

**PERSONNEL**

**50.11 - WAGES – REGULAR FULL-TIME**

Provides for 65% of the salary of the Administrative Services Director, 90% of the salary of the Administrative Services Manager, 95% of the salary of the Senior Accountant, the salary of one (1) Human Resource (HR) Analyst II, 95% of the wages of an Accountant II, one (1) Accounting Technician, one (1) HR Technician, and one (1) Administrative Technician at 80% time. For FY19/20, personnel costs include wages for the addition of a full-time HR Technician starting in April.

**50.14 - WAGES - PART-TIME**

Provides for 1,248 hours (24 hours per week) for one (1) Administrative Analyst I to work on Transient Occupancy Tax market equity and 1,040 hours for one (1) Office Assistant.

**50.15 - WAGES - TEMPORARY**

Provides for an intern.

**50.31 - OVERTIME - REGULAR FULL-TIME**

Provides for non-exempt personnel to work in addition to their normal working hours.

**ADMINISTRATIVE SERVICES  
2020/21 EXPENDITURES BUDGET DETAIL**

101.105.00 General Fund.Administrative Services.Non-Division

**PERSONNEL (cont'd)**

54.xx - BENEFITS

Provides for the employer paid portion of Town-provided benefits such as the retirement pension costs, payroll taxes, health insurance, dental insurance, vision insurance, group life insurance and workers compensation insurance. Increases are being driven by rising pension costs. The increases is to provide for the benefits of the additional HR Technician, as well as expected increases in health care costs and known increases in retirement pension costs.

54.61 - DEFERRED COMPENSATION

Provides for deferred compensation as negotiated by the Town's employee groups.

54.81 - RETIREMENT HEALTH SAVINGS (RHS)

Provides for RHS as negotiated by the Town's employee groups.

55.71 - CAR ALLOWANCE

Provides for the use of the Administrative Services Director's private vehicle on Town business (65%).

**SUPPLIES AND SERVICES**

60.15 - EDUCATION AND TRAINING

Provides for staff training via attendance at various conferences, seminars and meetings. Training activities could include but are not limited to the League of California Cities annual conference; Governmental Finance Officers Association (GFOA) training; California Society of Municipal Finance Officers (CSMFO) annual conference; California Public Employees Retirement System (CalPERS) conference; annual risk management conference; attendance at the Labor Relations Institute training; and attendance by 2-3 employees at the annual Tyler Technologies (New World Enterprise Resource Software) conference. Each of the department's three Certified Public Accountants are required to obtain 40 hours of annual training to maintain licensure. Also provides for certification training for the division's Human Resources Analyst from the Society of Human Resources Management (SHRM). Division staff frequently take advantage of webinar training opportunities to reduce costs in this area. Attendance at conferences is expected to be limited due to the impacts of the COVID-19 pandemic.

61.00 - PROFESSIONAL SERVICES

Provides for the following:

- Annual audit expenses
- Management team training/coaching which may include leadership, supervision, personnel law or other topics.
- Annual participation in Gold Country Consortium training and annual management team human resources training
- Quarterly bond trustee fees, including disclosure costs
- Investment account custodian fees
- Biennial anti-harassment training is budgeted in FY21/22 consistent with the biennial schedule
- Background checks, report filing fees and other miscellaneous services

63.05 - ADVERTISING

Provides for various advertising needs including annual publication of annual financial report in local newspaper, as required by State ordinance, and employee recruitment ads for the division.

63.25 - MEMBERSHIP AND DUES

Provides for membership with various finance and human resources related organizations including CSMFO, CALPELRA, GFOA, Toastmasters International, SHRM, and the LCW training consortium. Also provides for California Certified Public Accountancy license renewals for the two (2) staff members within the Division who hold that license, which are renewed every two years.

**ADMINISTRATIVE SERVICES  
2020/21 EXPENDITURES BUDGET DETAIL**

101.105.00 General Fund.Administrative Services.Non-Division

**SUPPLIES AND SERVICES (cont'd)**

**63.33 - SOFTWARE SUPPLIES**

Provides for one (1) Adobe Creative Cloud license (\$15 per month) and one Adobe Pro license for In-Design (\$50 per month).

**63.35 - GENERAL SUPPLIES**

Provides for copy paper, envelopes, monthly shredding services (\$15 per month), small items, small printer supplies, miscellaneous office supplies and non-capital equipment and furniture.

**63.45 - PHOTOCOPYING**

Provides for copier usage based on monthly meter readings and monthly service costs for the division's copy machines which includes ink and maintenance. Increase is based on current and prior year actuals.

**63.50 - POSTAGE, FREIGHT, AND DELIVERY**

Provides for postage and mailing costs for the bi-weekly vendor payments; quarterly and yearly tax returns; quarterly reports and transient occupancy tax delinquency postcards as needed.

**63.55 - PRINTING**

Provides for accounts payable check stock, W-2 forms, 1099 forms, business cards, custom envelopes and personnel forms. The increase is due to the increased cost of tax forms charged by Tyler Technologies. Their forms are proprietary to the Town's enterprise resource software.

**63.56 - PUBLICATIONS**

Provides for subscriptions to various finance, human resource, and payroll publications.

**63.70 - TELEPHONE**

Provides for an allocation of costs for the Town-wide base and long distance phone plan, the optical fiber internet connection, and miscellaneous charges associated with the Town's Cisco phone system. Also provides for an allocation of staff cellular phone service and equipment.

**66.20 - REPAIR AND MAINTENANCE - OFFICE EQUIPMENT**

Provides for maintenance and unscheduled repair of office equipment.

**69.20 VEHICLES - MILEAGE**

Provides payment to staff for use of a private vehicle on Town business not already provided for under a car allowance or through the education and training budget.

**CAPITAL OUTLAY**

**80.20 - COMPUTER EQUIPMENT**

Estimated actual includes cost of upgrading three (3) division computers that were end of life but not previously identified. Proposed budget includes computers for two (2) division staff based on standard replacement schedule and one (1) division laptop.

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**GENERAL GOVERNMENT  
2020/21 EXPENDITURES BUDGET**

101.106.00 General Fund.General Government.Non-Division

ACCOUNT		2018/19 ACTUAL	2019/20 AMENDED BUDGET	2019/20 ESTIMATED ACTUALS	2020/21 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
<b>SUPPLIES &amp; SERVICES</b>							
60.17	Team Building - Managers	3,794	5,000	4,600	5,000	8.7%	
60.25	Employee Wellness & Safety Program	24,169	36,000	17,000	36,000	111.8%	
61.00	Professional Services	121,764	151,740	144,000	185,000	28.5%	21.9%
61.25	LAFCO Funding	61,264	73,000	73,395	71,529	-2.5%	-2.0%
61.40	Sales Tax Audit Fees	6,951	6,000	13,000	7,000	-46.2%	16.7%
63.18	Subscriber Contributions	54,267	55,000	55,000	55,000		
63.19	Gov & Educ Cable & Streaming Service	16,625	16,000	20,000	20,000		25.0%
63.25	Membership & Dues	3,930	4,000	4,000	4,000		
63.33	Software Supplies	67,429	80,700	90,000	90,000		11.5%
63.35	General Supplies	2,166	1,300	1,300	1,300		
63.45	Photocopying	4,767	7,000	6,000	6,000		-14.3%
67.02	Nevada County SB2557 Fee	233,630	269,630	256,772	282,449	10.0%	4.8%
68.00	General Insurance	441,039	444,810	385,000	515,000	33.8%	15.8%
68.01	Truckee Fire Fee	222,559	251,235	251,235	251,235		
69.10	Vehicles - Fuel	1,043	1,000	1,000	1,000		
69.76	Fleet Maintenance Allocation	6,111	5,970	6,006	6,128	2.0%	2.7%
	<b>Total Supplies &amp; Services</b>	<b>1,271,507</b>	<b>1,408,385</b>	<b>1,328,308</b>	<b>1,536,642</b>	<b>15.7%</b>	<b>9.1%</b>
<b>CAPITAL OUTLAY</b>							
80.20	Computer Equipment	2,152	-	-	4,000		100.0%
	<b>Total Capital Outlay</b>	<b>2,152</b>	<b>-</b>	<b>-</b>	<b>4,000</b>		<b>100.0%</b>
	<b>SUB-TOTAL</b>	<b>1,273,658</b>	<b>1,408,385</b>	<b>1,328,308</b>	<b>1,540,642</b>	<b>16.0%</b>	<b>9.4%</b>
32.21	Less: Truckee Fire Fee Designation	-	(18,700)	(22,170)	(879)	-96.0%	-95.3%
	<b>Funded by Designation</b>	<b>-</b>	<b>(18,700)</b>	<b>(22,170)</b>	<b>(879)</b>	<b>-96.0%</b>	<b>-95.3%</b>
	<b>TOTAL</b>	<b>1,273,658</b>	<b>1,389,685</b>	<b>1,306,138</b>	<b>1,539,763</b>	<b>17.9%</b>	<b>10.8%</b>

**GENERAL GOVERNMENT  
2020/21 EXPENDITURES BUDGET DETAIL**

101.106.00      General Fund.General Government.Non-Division

**ACTIVITY DESCRIPTION**

This budget was developed to include costs associated with general Town operations that fall within no specific department or division, as well as the costs that are to the benefit of all departments, such as insurance and the maintenance costs of the Town-wide software systems.

**SUPPLIES AND SERVICES**

**60.17 - TEAM BUILDING - MANAGERS**

Provides for the facilitation of an annual workshop for the management strategic planning by the Town's Management team. The budget for this item fluctuates annually based on the requests of a rotating planning committee.

**60.25 - EMPLOYEE WELLNESS AND SAFETY PROGRAM**

Provides for an annual employee wellness fair, wellness workshops, exercise classes and safety programs. Safety and wellness programs are administered by the Balanced Employee Safety Team (BEST). Through training and incentives, the BEST committee aims to increase staff awareness of physical and mental well-being with the goal of increasing productivity and keeping healthcare costs to a minimum. The Town receives some grant funding to offset the cost of providing wellness programs, which is recorded in Grant Revenues in the Revenues section of this budget (\$10,000).

**61.00 - PROFESSIONAL SERVICES**

Provides for the following:

- Contract with a consultant (Host Compliance) for auditing and outreach related to online short-term rentals. This cost is offset by higher collections of transient occupancy tax (\$105,000).
- SB 90 filings for State Mandated Cost reimbursement claims with the State of California (\$3,100).
- Administrative service fees for Benetrac, a COBRA administrative provider and COBRA services for all Town Employees (\$6,000)
- Employee Assistance Program (EAP) available to all Town employees (\$3,600)
- GASB 45 biennial study (last performed in FY19/20) - Performed by a consultant, this study is required to satisfy Governmental Accounting Standards Board (GASB) regulations. This study is not included in the 20/21 budget but will be included in the projections for 21/22.
- Annual OPEB reporting to satisfy GASB 75 requirements, provided by an actuarial consultant. (\$3,000)
- Annual GASB 68 study provided by CalPERS and actuarial reports from a consultant. This is an annual, ongoing expense required to satisfy GASB requirements. (\$4,000)
- Class and Compensation Study in compliance with the memoranda of understanding with the Town's employee groups
- Consultant services for Human Resources, as needed.

**61.25 - LAFCO FUNDING**

Provides for the Town's portion of the LAFCo costs. AB 2838, the Cortese-Knox-Hertzberg Act effective January 1, 2001, requires that the funding for LAFCo be shared by the county, special districts and cities. The LAFCo Committee is recommending a total 5.5% increase in the funding from local agencies to cover the costs of running the committee, the cost of which is allocated out to the various jurisdictions.

**61.40 - SALES TAX AUDIT FEES**

Provides for sales tax audit fees to the Town's sales tax auditor. This includes an annual fee of \$3,900 plus a 25% commission for any additional sales tax revenues generated as a result of audit services. This amount is expected to be offset by additional sales tax revenues.

**63.18 - SUBSCRIBER CONTRIBUTIONS**

Provides for a pass-through amount of 70% of the Public Education and Governmental (PEG) Access Channel fees collected from Suddenlink and AT&T, the local television providers. Corresponding revenue is included in the General Fund Channel 6 Subscriber Contribution revenue account.

**GENERAL GOVERNMENT  
2020/21 EXPENDITURES BUDGET DETAIL**

101.106.00 General Fund.General Government.Non-Division

**SUPPLIES AND SERVICES (cont'd)**

**63.19 – GOVERNMENT AND EDUCATION CABLE AND STREAMING SERVICE**

Provides for televised coverage and internet streaming of Council meetings, Planning Commission meetings and other broadcasts. Actual cost is directly related to number of meetings covered. Budget is being increased to accommodate for actual meeting volume.

**63.25 - MEMBERSHIP AND DUES**

Provides for the Town's membership in the Truckee North Tahoe Transportation Management Association (TNT/TMA) and Sister Cities International.

**63.33 - SOFTWARE SUPPLIES**

Provides for the following:

- The annual maintenance costs for the Town's enterprise resource software, New World Systems (approximately \$58,000 per year x 82%, 18% is funded by the Building and Safety Fund).
- Disaster recovery hosting for New World Systems software (approximately \$15,000 per year)
- \$9,000 per year The Town's Drobbox account, which allows for the secure transmission of large files via the internet.
- \$13,000 for the annual update to the Town's electronic document repository system, Laserfiche.

**63.35 - GENERAL SUPPLIES**

Provides for general town administrative expenses, for example, the supplies needed to create Town employee ID and access cards and small items needed for the Town conference rooms.

**63.45 - PHOTOCOPYING**

Provides for supply (ink) and maintenance costs associated with one (1) high volume copier for use by all employees for large printing jobs. Costs vary by month according to usage.

**67.02 - NEVADA COUNTY SB2557 FEE**

Provides for the state mandated SB2557 fee paid to the County. Includes the Nevada County's administrative costs for property tax collection, as well as State charges for collection of Sales and Motor Vehicle Taxes. The amount varies year-on-year based on the County's actual costs to collect property tax.

**68.00 - GENERAL INSURANCE**

Provides for the Town's insurance premium deposit to the Public Agency Risk Sharing Authority of California (PARSAC).

Insurance premiums include coverage for the following:

- Liability Insurance (30% increase in liability insurance premiums for FY20/21, mainly due to an 80% increase in the cost of excess liability coverage due to a trend of increased claim awards across the state) - \$424,740
- Property Insurance (an increase is budgeted for FY20/21 due to addition of public service garages being added to insured property values)
- Pollution coverage insurance
- Employee Bonding

Note: The estimated actual of \$385k includes a premium refund of approximately \$50k from FY18/19 due to lower than estimated total payroll. PARSAC is a risk sharing pool. Annual premiums are an estimate of the Town's portion of the costs of the pool. Depending on the pool's performance, the Town may receive a distribution from excess collections or need to provide a supplement if premiums are under collected pool-wide. The liability and property insurance increases based on PARSAC estimated coverage costs, which are affected by risk pool results and the Town estimate of payroll costs.

**68.01 - TRUCKEE FIRE FEE**

Provides for wild land fire protection services as required by LAFCo, provided by CalFire, adjusted annually based on a CPI. No increase has been proposed for FY20/21. The actual cost exceeds the historical inflated LAFCO rate by approximately \$11,000 however the Town is choosing to maintain current coverage of 6,800 acres.

**GENERAL GOVERNMENT  
2020/21 EXPENDITURES BUDGET DETAIL**

101.106.00      General Fund.General Government.Non-Division

**SUPPLIES AND SERVICES (cont'd)**

**69.10 - VEHICLES - FUEL**

Provides for fuels costs for the Town pool vehicles.

**69.76 - FLEET MAINTENANCE ALLOCATION**

Provides for an allocation of the vehicle maintenance costs provided by the Fleet Maintenance Division. The costs are estimated using a three-year rolling average of the actual cost allocation. Actual costs allocated will reflect staff time and part costs incurred.

**CAPITAL OUTLAY**

**80.20 – COMPUTER EQUIPMENT**

Provides for cameras, monitors and computers to standardize conference rooms in Town Hall with adequate presentation capabilities.

**OTHER**

**32.21 - TRUCKEE FIRE FEE DESIGNATION**

Provides for an offset of rate increases that exceed CPI in the Truckee Fire Fee. Proposed CalFire contract cost in FY20/21 will utilize the remainder of this designation except for \$879.



*Town Hall on a fall day. Photo taken by Caitlin Brennan*

**INFORMATION TECHNOLOGY  
2020/21 EXPENDITURES BUDGET**

101.108.00 General Fund.Information Technology.Non-Division		2018/19	2019/20	2019/20	2020/21	% CHG BUD	% CHG BUD
ACCOUNT		ACTUAL	AMENDED BUDGET	ESTIMATED ACTUALS	PROPOSED BUDGET	TO EA	TO BUD
<b>PERSONNEL</b>							
50.11	Wages - Regular Full-Time	264,692	395,988	335,631	422,114	25.8%	6.6%
50.15	Wages - Temporary	-	8,000	758	-	-100.0%	-100.0%
50.31	Overtime - Regular Full-Time	5,353	2,000	6,423	2,000	-68.9%	
54.xx	Benefits	110,430	170,131	133,295	172,301	29.3%	1.3%
54.61	Deferred Compensation	9,349	13,657	12,411	13,951	12.4%	2.2%
54.81	RHS	3,484	5,745	5,192	6,188	19.2%	7.7%
55.71	Car Allowances	720	720	720	720		0.0%
	<b>Total Personnel</b>	<b>394,028</b>	<b>596,240</b>	<b>494,429</b>	<b>617,274</b>	<b>24.8%</b>	<b>3.5%</b>
<b>SUPPLIES &amp; SERVICES</b>							
60.15	Education & Training	2,055	13,500	15,000	18,000	20.0%	33.3%
61.00	Professional Services	125,013	39,500	85,098	39,500	-53.6%	
63.05	Advertising	-	500	815	500	-38.7%	
63.33	Software Supplies	22,676	41,432	12,000	38,000	216.7%	-8.3%
63.35	General Supplies	591	1,030	800	1,030	28.8%	
63.37	IT Supplies	1,001	3,610	2,000	2,000		-44.6%
63.55	Printing	60	170	96	170	77.1%	
63.70	Telephone	2,378	2,400	3,300	2,400	-27.3%	
69.20	Vehicles - Mileage	-	150	-	150		
	<b>Total Supplies &amp; Services</b>	<b>153,774</b>	<b>102,292</b>	<b>119,109</b>	<b>101,750</b>	<b>-14.6%</b>	<b>-0.5%</b>
<b>CAPITAL OUTLAY</b>							
80.20	Computer Equipment	1,796	1,800	1,800	3,300	83.3%	83.3%
	<b>Total Capital Outlay</b>	<b>1,796</b>	<b>1,800</b>	<b>1,800</b>	<b>3,300</b>	<b>83.3%</b>	<b>83.3%</b>
	<b>TOTAL</b>	<b>549,598</b>	<b>700,332</b>	<b>615,338</b>	<b>722,324</b>	<b>17.4%</b>	<b>3.1%</b>

Note: Prior to FY18/19 this budget was part of the Administrative Services Division budget.



*WHEN THE GOVERNOR'S STAY-AT-HOME ORDER WAS ISSUED IN MARCH OF 2020, THE TOWN'S INFORMATION TECHNOLOGY TEAM SHIFTED INTO HIGH GEAR TO TRANSITION A WORKFORCE THAT WAS DEPENDENT ON THEIR DESKTOPS LOCATED IN THE TOWN BUILDINGS TO WORKING FROM HOME. STAFF WAS ABLE TO SOURCE AND DEPLOY REFURBISHED LAPTOPS AND ALMOST ALL STAFF WERE WORKING FULL-TIME FROM HOME WITHIN TWO WEEKS.*

**INFORMATION TECHNOLOGY  
2020/21 EXPENDITURES BUDGET DETAIL**

101.108.00      General Fund.Information Technology.Non-Division

**ACTIVITY DESCRIPTION**

The Information Technology (IT) division is responsible for providing information technology services, including network security and Disaster Recovery to the Town Council, Town Manager and Town Departments. The division also includes a full-time Geographic Information Systems (GIS) Analyst to move the Town forward with GIS software at the request of Council, staff and the recommendations of the IT Strategic Plan (completed in FY17/18). The Town makes significant investment in GIS with both staffing and projects costs, which are included in the IT operating budget as well as capital projects.

In staffing, the IT Division has relied on resources from an IT contractor for the last few years to augment full-time staff and position vacancies. This contractor retired in 2020. In accordance with the FY17/18 IT Strategic Plan, the IT department increased their full-time staff in order to maintain sufficient staffing coverage. Staff promoted the current IT Technician to an IT Systems Analyst to replace the contractor, and has hired an IT Technician to backfill that position as of March 2020.

Goals for FY20/21 include connecting the new building at the Corporation Yard to the network, including security cameras; upgrading the Storage Attached Network (SAN) environment that is the basis for the Virtual Server environment used by all Town Divisions; additional training for newer staff (GIS Analyst, IT Systems Analyst and IT Technician); upgrade Police vehicle network equipment; wireless access point upgrades at the Corporation Yard; completion of the budgeted software enhancements detailed in capital project C0105; continued development of the role of the IT Governance Committee; starting an overall Business Continuity Plan for all Town Divisions, with a consultant who can drive this process; and continued support of the Town's IT needs aided by new helpdesk and auditing software. The GIS Analyst will work with the Emergency Services Coordinator to provide spatial data analysis to aid in disaster preparedness planning.

Accomplishments during FY19/20: Staff rolled out the upgraded 2016 Microsoft Office Suite of productivity tools and hired an agency to train employees on the new version. The IT Governance Committee commenced meetings to help IT staff coordinate and prioritize the Town's IT needs. As part of the Information Technology capital project, C0105, staff implemented a new data backup solution (Veeam). Staff also upgraded older Windows 7 workstations as it went end of life and replaced them with Windows 10 workstations. Currently, staff is working on upgrading two older SQL database environments for the Police Department and Records Division. The GIS Analyst has provided up to date geospatial data to the public as a way to establish two-way communication between town staff and residents/visitors.

**PERSONNEL**

**50.11 - WAGES - REGULAR FULL-TIME**

Provides for 20% of the salary of the Administrative Services Director, one (1) Information Technology (IT) Supervisor, one (1) Geographic Information Systems Analyst, one (1) IT System Administrator and one (1) IT Technician.

**50.31 - OVERTIME - REGULAR FULL-TIME**

Provides for overtime costs for non-exempt employees to work in addition to normal working hours on critical IT projects, as they may arise. Overtime is used to cover vacations and other staff absences.

**54.xx - BENEFITS**

Provides for the employer paid portion of Town-provided benefits such as the retirement pension costs, payroll taxes, health insurance, dental insurance, vision insurance, group life insurance and workers compensation insurance. Increase due to rising pension costs.

**54.61 - DEFERRED COMPENSATION**

Provides for deferred compensation as negotiated by the Town's employee groups.

**INFORMATION TECHNOLOGY  
2020/21 EXPENDITURES BUDGET DETAIL**

101.108.00      General Fund.Information Technology.Non-Division

**PERSONNEL (cont'd)**

54.81 - RETIREMENT HEALTH SAVINGS (RHS)

Provides for RHS as negotiated by the Town's employee groups.

55.71 - CAR ALLOWANCE

Provides for the use of the Administrative Service Director's private vehicle on Town business (20%).

**SUPPLIES AND SERVICES**

60.15 - EDUCATION AND TRAINING

Provides for staff training at conferences and on-line. We anticipate an increase in this area due to the increase in full-time staff. Training activities are anticipated to include but are not limited to:

- Renewal of an online training subscription for various IT training topics for use by the entire division.
- Tyler Technologies annual conference for one (1) employee (enterprise resource system).
- ESRI GIS Annual Conference - Attendance by the GIS Analyst at the annual ESRI GIS conference.
- Cartegraph Annual Conference - Attendance by GIS Analyst
- IT Security Training conferences - Attendance by IT Systems Analyst

61.00 - PROFESSIONAL SERVICES

Provides for the following:

- Technical support services related to the Town's telephone system and computer network to assist IT Supervisor when the skills necessary are beyond the capacity of current staff.
- Disaster Recovery System fees including a monthly phone line, Nevada County fee and software support (~\$5,000 per quarter).
- Technical support services related to New World Systems annual upgrades to assist IT staff with upgrading live and test environments. If the Town participates in the New World Systems Early Adopters Program, this fee is waived.

Note: Estimated actual includes the full time IT Consultant for the majority of the current fiscal year until full time staff was hired (March 2020), offset by savings in wages.

63.05 - ADVERTISING

Provides for vacant position advertising as needed.

63.33 - SOFTWARE SUPPLIES

Provides for the following:

- Yearly license fee for the secure socket layer (SSL) certificates for the Town Website, Webmail and server wildcard certificate.
- The yearly licensing fee for the IT Help Desk work-order software.
- The yearly licensing fee for the Town's Cisco devices warranty (SmartNet).
- The yearly licensing fee for the Trend Micro anti-virus protection software.
- Monthly server backups were included in the Veeam Backup Solution (\$350 per month).
- ESRI ARCGIS Server Maintenance Fee - Includes server software for three servers, two physical boxes and one virtual box. Expected life span of the physical boxes is five (5) years. The expected replacement of the physical servers is 2021. The expectation is that these physical machines will be virtualized at end of life which will lower maintenance cost and upfront cost of server hardware.
- ESRI Desktop Spatial Analyst License - Extension of the single use Arc Desktop application for the GIS Analyst. Spatial Analyst is the most common GIS analysis tool/extension used and is required for many current and future mapping projects.
- New Patch Management software solution – Annual maintenance.
- ESRI ArcGIS Online Credits - Online credits are used for data storage and geo-processing within online maps and mapping applications. Due to the increased functionality of the online maps and use of the applications town-wide more credits are needed to support continued use and growth.
- ESRI Desktop Maintenance Fees - Annual maintenance fee associated with the ArcGIS Desktop License.
- Miscellaneous software costs as they may arise.

**INFORMATION TECHNOLOGY  
2020/21 EXPENDITURES BUDGET DETAIL**

101.108.00      General Fund.Information Technology.Non-Division

**SUPPLIES AND SERVICES (cont'd)**

63.35 - GENERAL SUPPLIES

Provides for miscellaneous office supplies and small equipment, as needed.

63.37 - IT SUPPLIES

Provides for DVDs, media, cables and other small IT supplies or equipment. Increase in this area anticipated due to changing port standards on hardware equipment.

63.55 - PRINTING

Provides for miscellaneous printing needs as needed.

63.70 - TELEPHONE

Provides for an allocation of costs for the Town-wide base and long distance phone plan, the optical fiber internet connection, and miscellaneous charges associated with the Town's Cisco phone system. Also provides for staff cellular phone service and equipment.

69.20 - VEHICLES - MILEAGE

Provides for staff mileage as needed to service computers at the Corporation Yard and Nevada County Disaster Recovery data center when a Town vehicle is not available.

**CAPITAL OUTLAY**

80.20 - COMPUTER EQUIPMENT

Provides for one (1) new workstation for the IT Systems Administrator (\$1,500) with one 29 inch monitor (\$300), and upgrade one (1) laptop (\$1,500).

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## SECTION 5 - PUBLIC WORKS EXPENDITURES



*THE TRUCKEE RIVER LEGACY TRAIL PHASE 3, CONNECTS THE GLENSHIRE SUBDIVISION WITH DOWNTOWN TRUCKEE. THE PROJECT WAS FUNDED BY A SUBSTANTIAL GRANT*

### PUBLIC WORKS ORGANIZATION CHART

ENGINEERING EXPENDITURES

ROAD MAINTENANCE EXPENDITURES

SNOW REMOVAL EXPENDITURES

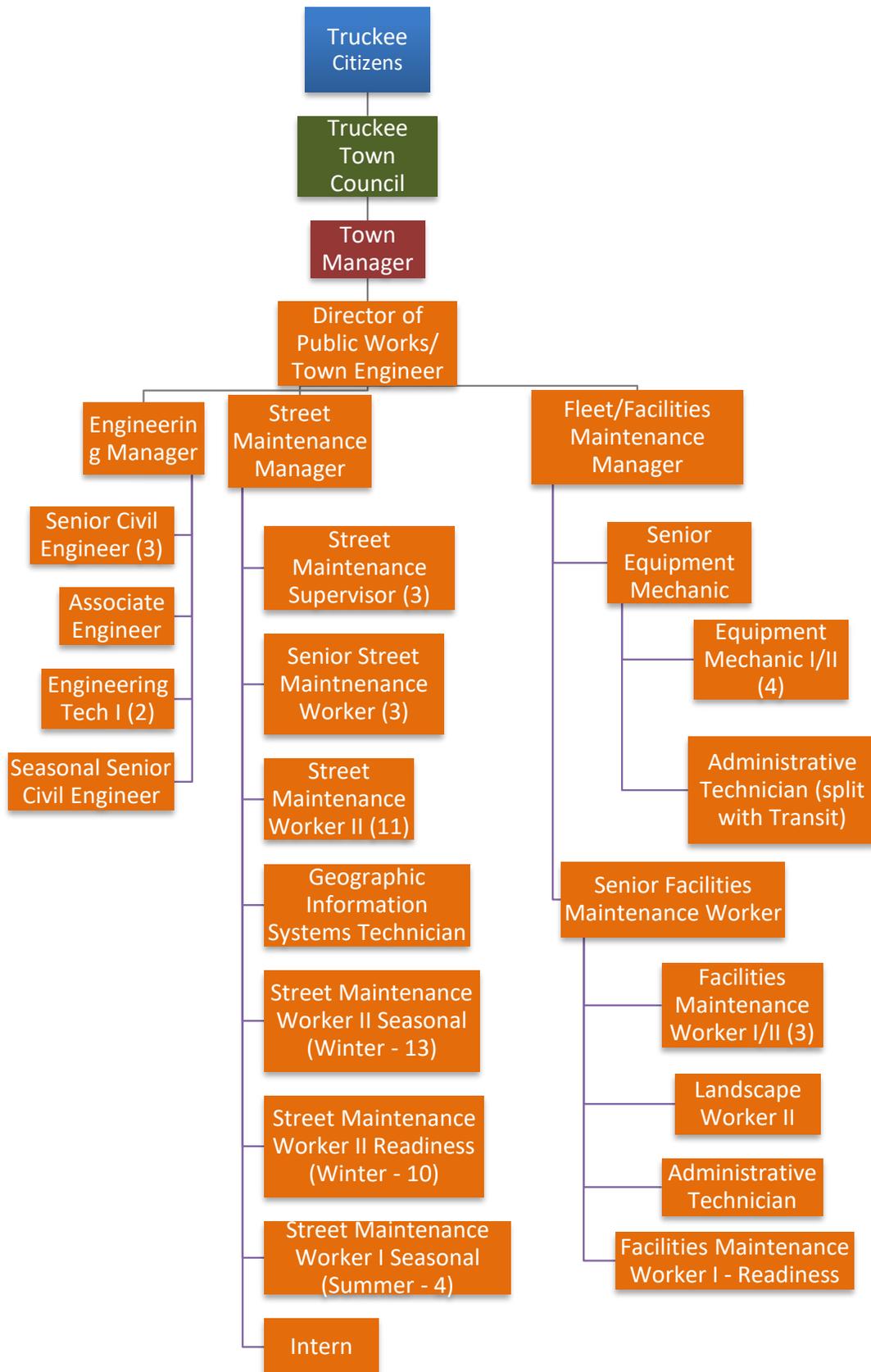
FLEET MAINTENANCE EXPENDITURES

TRAILS MAINTENANCE EXPENDITURES

FACILITIES MAINTENANCE EXPENDITURES

MAINTENANCE DISTRICT FUNDS EXPENDITURES

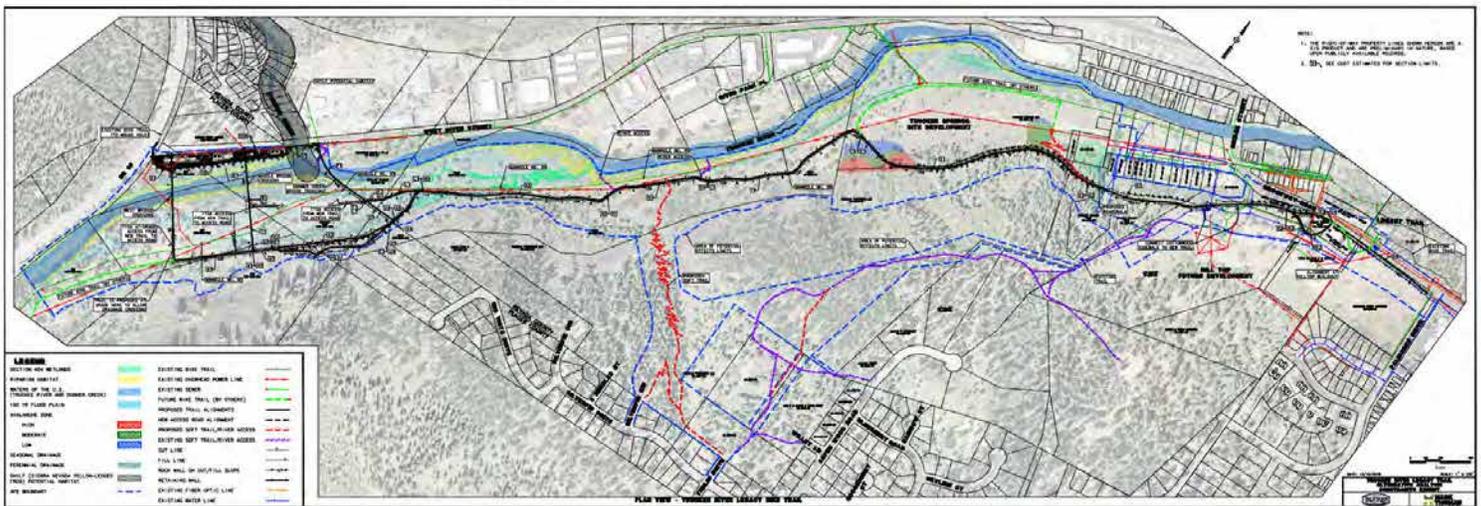
PUBLIC WORKS ORGANIZATION CHART  
2020/21 BUDGET



**PUBLIC WORKS - ENGINEERING  
2020/21 EXPENDITURES BUDGET**

101.115.00 General Fund.Engineering.Non-Division

ACCOUNT		2018/19 ACTUAL	2019/20 AMENDED BUDGET	2019/20 ESTIMATED ACTUALS	2020/21 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
<b>PERSONNEL</b>							
50.11	Wages - Regular Full-Time	844,671	882,786	851,356	889,541	4.5%	0.8%
50.15	Wages - Temporary/Seasonal	24,285	46,390	32,000	37,590	17.5%	-19.0%
50.31	Overtime - Regular Full-Time	-	500	-	500		
54.xx	Benefits	376,098	407,366	387,662	466,071	20.2%	14.4%
54.61	Deferred Compensation	35,002	37,277	40,801	35,353	-13.4%	-5.2%
54.81	RHS	12,866	12,748	13,266	13,016	-1.9%	2.1%
55.71	Car Allowances	4,026	4,027	4,026	4,027	0.0%	
	<b>Total Personnel</b>	<b>1,296,949</b>	<b>1,391,094</b>	<b>1,329,111</b>	<b>1,446,098</b>	<b>8.8%</b>	<b>4.0%</b>
<b>SUPPLIES &amp; SERVICES</b>							
60.10	Clothing & Uniforms	475	1,000	1,000	1,200	20.0%	20.0%
60.15	Education & Training	11,622	20,000	3,000	20,000	566.7%	
61.00	Professional Services	22,067	25,000	10,000	45,000	350.0%	80.0%
61.16	Stormwater Program Implementation	9,024	15,000	12,000	15,000	25.0%	
63.05	Advertising	1,826	1,000	1,200	2,000	66.7%	100.0%
63.25	Membership & Dues	1,788	1,400	1,800	1,800		28.6%
63.30	Document Imaging	168	1,800	-	500		-72.2%
63.33	Software Supplies	7,947	15,000	18,000	18,000		20.0%
63.XX	Miscellaneous Office Expenses	17,471	16,850	16,400	17,400	6.1%	3.3%
63.40	Permits, Licenses, & Fees	-	100	-	100		
66.50	Small Tools	-	300	-	-		-100.0%
67.12	Signal Maintenance	32,987	40,000	35,000	40,000	14.3%	
67.13	Railroad Crossing Maintenance	-	15,500	15,500	15,500		
69.10	Vehicles - Fuel	2,430	2,400	2,400	2,400		
69.20	Vehicles - Mileage	1,325	2,200	500	2,200	340.0%	
69.70	Vehicles - Repair & Maint	-	100	-	100		
69.76	Fleet Maintenance Allocation	10,109	5,743	5,778	5,896	2.0%	2.7%
	<b>Total Supplies &amp; Services</b>	<b>119,239</b>	<b>163,393</b>	<b>122,578</b>	<b>187,096</b>	<b>52.6%</b>	<b>14.5%</b>
<b>CAPITAL OUTLAY</b>							
80.20	Computer Equipment	2,188	6,600	9,500	4,200	-55.8%	-36.4%
80.34	Fleet Replacement Fund	3,900	3,900	3,900	3,900		
	<b>Total Capital Outlay</b>	<b>6,088</b>	<b>10,500</b>	<b>13,400</b>	<b>8,100</b>	<b>-39.6%</b>	<b>-22.9%</b>
	<b>TOTAL</b>	<b>1,422,276</b>	<b>1,564,987</b>	<b>1,465,089</b>	<b>1,641,294</b>	<b>12.0%</b>	<b>4.9%</b>
Less: Offsetting Revenues							
42.28	Plan Check & Inspection Fees	(298,993)	(150,000)	(221,000)	(140,000)	-36.7%	-6.7%
46.25	Capital Labor Charge	(200,129)	(90,000)	(225,000)	(200,000)	-11.1%	122.2%
46.30	Impact Admin Fee	(96,847)	(100,000)	(100,000)	(100,000)		
	<b>Net Expenditures less Revenues</b>	<b>826,306</b>	<b>1,224,987</b>	<b>919,089</b>	<b>1,201,294</b>	<b>30.7%</b>	<b>-1.9%</b>



ENGINEERING STAFF ARE MANAGING SEVERAL CAPITAL PROJECTS INCLUDING THE EXTENSION OF THE TRUCKEE RIVER LEGACY TRAIL ALL THE WAY TO SR89. CURRENT PLANS WOULD INCLUDE A PEDESTRIAN BRIDGE OVER THE TRUCKEE RIVER ONTO WEST RIVER STREET.

**PUBLIC WORKS - ENGINEERING  
2020/21 EXPENDITURES BUDGET DETAIL**

101.115.00      General Fund.Engineering.Non-Division

**ACTIVITY DESCRIPTION**

The Engineering Division is responsible for implementation of many Capital Improvement Projects (CIPs); review and approval of maps, encroachment permits and improvement plans; advising the Planning Commission and Town Council on traffic, drainage and other engineering matters; being a liaison between the Town and other agencies on engineering matters; and designating the signing and marking of Town streets for traffic safety. The Engineering Division also assists the Community Development Department in the review of land-use development projects.

Departmental goals for FY 20/21 include the following: Continue the design of the Truckee River Legacy Trail Phase 4, Donner Pass Road/Northwoods intersection improvements, I-80/Donner Pass Road/Coldstream Road Roundabout, Church Street Extension, Reimagine Bridge Street, and West River Streetscape projects; construction of Coldstream Road Culvert Replacement, Public Service Center Garages, and 2020 Paving and Drainage Project; continue to work with the community and developers on the Railyard Development, Coldstream Specific Plan, and Joerger Ranch projects; coordinate the encroachments of all utilities, as well as the encroachments of new building construction; provide construction inspection services for all private construction performed in the right-of-way and onsite grading and drainage work performed; provide technical assistance to the Community Development Department and the Public Works Department; continue management of signage; and ongoing implementation of the National Pollutant Discharge Elimination System (NPDES) permit and associated storm water management plan. The budget for many of these goals is included in the Five Year Capital Improvement Project (CIP) section of this budget.

To help manage workload, the division continues to use outside consultants for the design of larger capital projects, with the management provided by the division staff. Engineering staff time will continue to be billed as non-General Fund capital improvement projects for reimbursement wherever possible (using funding sources such as grants, Measure V Sales Tax Fund, Measure R Sales Tax Fund, and Town Special Service Area funds). The reimbursement is recorded as General Fund revenue but is shown as an engineering expenditure to illustrate the net impact of staffing costs charged to the General Fund.

**PERSONNEL**

**50.11 - WAGES - REGULAR FULL-TIME**

Provides for 61% of the salary of the Director of Public Works/Town Engineer (DPW/TE), an Engineering Manager, three (3) Senior Civil Engineers, one (1) Associate Civil Engineer, and two (2) Engineering Technician I's.

**50.15 - WAGES - TEMPORARY/SEASONAL**

Provides for one (1) seasonal Senior Civil Engineer to work on encroachment permits (non CIP projects) when they arise.

**50.31 - OVERTIME - REGULAR FULL-TIME**

Provides overtime compensation for non-exempt personnel to work in addition to their regular working hours if necessary to assist with summer construction inspections and day-to-day technical support of the Engineering Division.

**54.xx - BENEFITS**

Provides for the employer paid portion of Town-provided benefits such as the retirement pension costs, payroll taxes, health insurance, dental insurance, vision insurance, group life insurance and workers compensation insurance. The increase is due to rising pension costs.

**54.61 - DEFERRED COMPENSATION**

Provides for deferred compensation as negotiated by the Town's employee groups.

**PUBLIC WORKS - ENGINEERING  
2020/21 EXPENDITURES BUDGET DETAIL**

101.115.00      General Fund.Engineering.Non-Division

**PERSONNEL (cont'd)**

**54.81 - RETIREMENT HEALTH SAVINGS (RHS)**

Provides for RHS as negotiated by the Town's employee groups.

**55.71 - CAR ALLOWANCE**

Provides for the use of the DPW/TE's private vehicle on Town business (61%).

**SUPPLIES AND SERVICES**

**60.10 - CLOTHING AND UNIFORMS**

Provides for Town logo apparel, boot allowance (\$300 per employee every two years), and personal protective equipment, such as hard hats and safety vests.

**60.15 - EDUCATION AND TRAINING**

Provides for participation in conferences such as the League of California Cities Annual Conference and the California Stormwater Quality Association Annual Conference. Also provides for training opportunities that could include attendance at education seminars or participation in webinars on various subjects such as the California Environmental Quality Act, traffic engineering, drainage design, Subdivision Map Act, construction/project management, Geographic Information Systems, and grant administration. Although not all the FY 19/20 training budget is anticipated to be expended, the FY 20/21 training budget is proposed to remain at the FY 19/20 budgeted level to make sure training opportunities are made available. Adequate training is crucial to stay up-to-date on current practices and policies and remain proficient in various software applications.

**61.00 - PROFESSIONAL SERVICES**

Provides for outside survey, traffic, design, and inspection services not related to specific capital improvement projects, and on-call grant related services. The amount budgeted for FY 20/21 includes funding to use an automated GIS and photo-based road rating system.

**61.16 - STORMWATER PROGRAM IMPLEMENTATION**

Since July 1, 2013 the Town has been under the NPDES Phase 2 General Permit for Small Municipal Separate Storm Sewer Systems (MS4s). This budget item provides for costs associated with the permit, including the permit fee (~\$9,000 per year); potential consultant services; purchase of monitoring equipment; public outreach and education; and material handouts such as pet waste bags, seeds, and brochures. In addition to the costs identified in this budget item, approximately 700 staff hours per year are expended on the program, in addition to field inspections on construction sites. Note that a new permit is expected in the near future which will likely result in an increase in staff time.

**63.05 - ADVERTISING**

Provides for public hearing notices and other legal notices required for various public works related projects and activities, as well as job posting advertisements.

**63.25 - MEMBERSHIP AND DUES**

Provides for annual memberships for the DPW/TE, Engineering Manager, Senior Engineers, and Associate Engineer in the American Public Works Association, American Society of Civil Engineers, Institute of Traffic Engineers and/or other organizations, as well as other memberships as needed, such as the California Stormwater Quality Association. Also provides for annual engineering license renewals with applicable state licensing boards during renewal years.

**PUBLIC WORKS - ENGINEERING  
2020/21 EXPENDITURES BUDGET DETAIL**

101.115.00      General Fund.Engineering.Non-Division

**SUPPLIES AND SERVICES (cont'd)**

**63.30 - DOCUMENT IMAGING**

Provides for outsourcing documents to be digitally imaged. This amount is significantly lower in FY 20/21 because the Town Clerk staff is performing more scanning in house.

**63.33 - SOFTWARE SUPPLIES**

Provides for the following:

- 25 percent of the new ongoing annual maintenance for Cartegraph operating management system (OMS) for management of the Town's infrastructure and roadway assets (this software provides a shared database for the Public Works Department).
- Annual ESRI subscription and licensing fees for Geographic Information Systems (GIS) mapping (2 desktop, 2 ArcGIS Online, and Spatial Analyst), which is integrated with Cartegraph OMS.
- Annual subscription for AutoCAD, a computer aided drafting system.
- Adobe Acrobat Pro software for Engineering workstations.
- Maintenance or subscription costs for miscellaneous programs such as Visio.
- Monthly subscription for PlanGrid, which is used for plan review and inspections in the field.

The increase costs are a result of increased Cartegraph costs and the addition of the PlanGrid software.

**63.XX - MISCELLANEOUS OFFICE EXPENSES**

Provides for office supplies, monthly printer maintenance, copier usage based on monthly meter readings, postage costs, special printing jobs, reference manuals, an allocation of the Town's telephone system, an allocation of the optical fiber internet connection, and staff cellular phones.

**63.40 - PERMITS, LICENSES, AND FEES**

Provides for permit costs not related to a specific capital improvement projects.

**66.50 - REPAIR AND MAINTENANCE - SMALL TOOLS**

Provides for miscellaneous field tools. Engineering has not been using this expense account in the recent past and so the budget is set to zero.

**67.12 - SIGNAL MAINTENANCE**

Provides for power usage from the Truckee Donner Public Utilities District and maintenance provided by the California Department of Transportation (Caltrans) for three (3) traffic signals and various other street lights throughout town. The budget has been increased in FY 19/20 and 20/21 to account for the fact that Caltrans expects some significant upgrades or repairs in the coming years.

**67.13 - RAILROAD CROSSING MAINTENANCE**

Provides for maintenance provided by the Union Pacific Railroad at the two Church Street/balloon track crossings at the Railyard. Also includes any additional cost of insurance required by the Union Pacific Railroad.

**69.10 - VEHICLES - FUEL**

Provides for fuel costs associated with the use of Town-maintained Engineering vehicles.

**69.20 - VEHICLES - MILEAGE**

Provides payment to staff for use of a private vehicle on Town business not already provided for under a car allowance or through the education and training budget. The increase reflects an increased use of Town vehicles by temporary/seasonal staff.

**PUBLIC WORKS - ENGINEERING  
2020/21 EXPENDITURES BUDGET DETAIL**

101.115.00 General Fund.Engineering.Non-Division

**SUPPLIES AND SERVICES (cont'd)**

**69.70 - VEHICLES - REPAIR AND MAINTENANCE**

Provides for minor repair costs and periodic cleaning of the Engineering vehicles.

**69.76 - FLEET MAINTENANCE ALLOCATION**

Provides for an allocation of the vehicle maintenance costs provided by the Fleet Maintenance Division. The costs are estimated using a three-year rolling average of the actual cost allocation. Actual costs allocated will reflect staff time and part costs incurred, which accounts for the differences in estimated actuals to budgets.

**CAPITAL OUTLAY**

**80.20 - COMPUTER EQUIPMENT**

Provides for two (2) new desktop computers (\$1,300 each) for the Engineering Intern station and Engineering Manager; and three (3) 29 inch monitors consistent with the IT Divisions recommendations (\$333 each).

**80.34 - FLEET REPLACEMENT FUND**

Provides funds for the eventual and identified replacement of the Engineering Division vehicles as part of the Town's Fleet Replacement Plan.

**OTHER**

**42.28 - PLAN CHECK AND INSPECTION FEES**

Funds from applicants to reimburse the Town for the cost of engineering services performed as part of plan check and inspection processes for the Building and Planning divisions.

**46.25 - CAPITAL LABOR CHARGE**

Charges for services of Engineering staff working on various capital improvement projects, funded by Impact Fees, Measure R Sales Tax, Measure V Sales Tax and other non-General Fund sources.

**46.30 - IMPACT ADMIN FEE**

Provides for a transfer of Traffic Impact Fees to the General Fund for staff time, including staff time on capital projects and the facility impact administration fee that is collected at building permit issuance. Costs are allocated based on specific project nexus calculations and are transferred to the General Fund to offset the impact of specific development projects.



*Envision Donner Pass Road project concluded during FY 19/20. The project was led by Engineer Scott Mathot and included streetscape, the installation of sidewalks, undergrounding of utilities and the installation of pedestrian safety medians. Project funding included a \$1.5 million federal grant.*

**PUBLIC WORKS - ROAD MAINTENANCE  
2020/21 EXPENDITURES BUDGET**

101.116.00 General Fund.Road Maintenance.Non-Division

ACCOUNT		2018/19 ACTUAL	2019/20 AMENDED BUDGET	2019/20 ESTIMATED ACTUALS	2020/21 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
<b>PERSONNEL</b>							
50.11	Wages - Regular Full-Time	790,647	816,440	763,301	819,250	7.3%	0.3%
50.15	Wages - Temporary/Seasonal	34,398	54,564	25,000	67,200	168.8%	23.2%
50.21	Standby Pay - Regular Full-Time	42	1,200	65	1,200	1746.2%	
50.31	Overtime - Regular Full-Time	5,875	4,500	3,500	4,500	28.6%	
50.35	Overtime - Temporary/Seasonal	596	2,000	600	2,000	233.3%	
54.xx	Benefits	355,237	396,506	343,992	435,017	26.5%	9.7%
54.61	Deferred Compensation	26,917	27,421	30,000	31,243	4.1%	13.9%
54.81	RHS	1,485	1,297	1,321	1,345	1.8%	3.7%
55.71	Car Allowances	264	264	264	264	0.0%	
	<b>Total Personnel</b>	<b>1,215,460</b>	<b>1,304,192</b>	<b>1,168,044</b>	<b>1,362,018</b>	<b>16.6%</b>	<b>4.4%</b>
<b>SUPPLIES &amp; SERVICES</b>							
60.10	Clothing & Uniforms	7,034	9,000	6,500	9,000	38.5%	
60.15	Education & Training	11,190	10,000	2,500	10,000	300.0%	
61.00	Professional Services	4,165	9,000	2,000	9,000	350.0%	
63.09	Physicals & Backgrounds	3,092	2,700	2,700	2,700		
63.10	Communications System Maint	-	12,000	2,000	12,000	500.0%	
63.33	Software Supplies	4,395	7,765	10,469	10,000	-4.5%	28.8%
63.34	Safety Supplies	3,935	3,000	3,000	3,000		
63.XX	Miscellaneous Office Expenses	22,977	24,800	22,600	24,750	9.5%	-0.2%
63.40	Permits, Licenses, & Fees	-	1,000	-	-		-100.0%
63.99	Change in Inventory	40,658	-	-	-		
66.10	Repair & Maint - Buildings	-	-	1,110	-	-100.0%	
66.20	Repair & Maint - Office Equip	-	500	-	500		
66.50	Repair & Maint - Small Tools	2,588	8,000	4,000	6,000	50.0%	-25.0%
67.15	Accidents & Damage	-	1,000	5,632	1,000	-82.2%	
67.50	Road Oils	42,388	45,000	46,370	47,000	1.4%	4.4%
67.51	Aggregate Products	5,093	10,000	6,000	8,000	33.3%	-20.0%
67.52	Patch Materials	14,969	20,000	20,000	20,000		
67.55	Signs	4,463	9,000	12,073	9,000	-25.5%	
67.56	Landfill & Refuse Services	6,842	7,500	13,000	7,500	-42.3%	
67.57	Striping	31,292	20,000	33,000	20,000	-39.4%	
67.xx	Road Maintenance Supplies	2,506	20,600	8,000	20,000	150.0%	-2.9%
67.66	Sweeper Brooms	492	2,000	2,000	2,000		
69.10	Vehicles - Fuel	47,520	50,000	50,000	50,000		
69.60	Vehicles & Equipment - Rentals	-	10,000	2,111	10,000	373.7%	
69.76	Fleet Maintenance Allocation	200,999	307,791	309,671	315,964	2.0%	2.7%
69.79	Hazard Waste Disposal & Recycling	2,149	6,000	3,000	6,000	100.0%	
	<b>Total Supplies &amp; Services</b>	<b>458,747</b>	<b>596,656</b>	<b>567,736</b>	<b>603,414</b>	<b>6.3%</b>	<b>1.1%</b>
<b>CAPITAL OUTLAY</b>							
80.20	Computer Equipment	3,205	-	50	-	-100.0%	
80.34	Fleet Replacement Fund	215,000	215,000	215,000	215,000		
80.35	Machinery & Equipment	-	-	-	5,000		100.0%
	<b>Total Capital Outlay</b>	<b>218,205</b>	<b>215,000</b>	<b>215,050</b>	<b>220,000</b>	<b>2.3%</b>	<b>2.3%</b>
	<b>TOTAL</b>	<b>1,892,412</b>	<b>2,115,848</b>	<b>1,950,830</b>	<b>2,185,432</b>	<b>12.0%</b>	<b>3.3%</b>
Less: Offsetting Revenues							
46.28	Capital Labor Charge - Road Maint.	(11,063)	(20,000)	-	-		-100.0%
46.51	Public Works Service Charges	(7,830)	(8,000)	(11,000)	(7,500)	-31.8%	-6.3%
	<b>Net Expenditures less Revenues</b>	<b>1,873,520</b>	<b>2,087,848</b>	<b>1,939,830</b>	<b>2,177,932</b>	<b>12.3%</b>	<b>4.3%</b>



*CONSTRUCTION OF TWO ADDITIONAL GARAGES AT THE PUBLIC SERVICE CENTER WAS UNDERWAY DURING FISCAL YEAR 2019/20. THIS WILL ALLOW STAFF TO MOVE THE CURRENT TRANSIT STORAGE AT THE OLD CORPORATION YARD TO THE CURRENT PUBLIC SERVICE CENTER AND UNLOCK THAT LOCATION FOR OTHER USES. ADDITIONALLY, STAFF WILL BE ABLE TO STORE MANY SNOW REMOVAL VEHICLES IN THE GARAGE WHICH WILL MAKE IT MORE EFFICIENT FOR STAFF TO DEPLOY THE FLEET TO RESPOND TO SNOW FALL EVENTS.*

**PUBLIC WORKS – ROAD MAINTENANCE  
2020/21 EXPENDITURES BUDGET DETAIL**

101.116.00      General Fund.Road Maintenance.Non-Division

**ACTIVITY DESCRIPTION**

The Public Works Road Maintenance Division is responsible for keeping the Town's infrastructure safe for the traveling public. The Division maintains the asphalt roadways by patching the streets. It is also charged with street sweeping, striping of roads, parking stalls and crosswalks, stenciling of streets, and maintenance of 4,247 roadway signs. The Town has over 283 ditch miles and 164 centerline miles to maintain. These duties include culvert cleaning, brushing of roadside shrubs and trees, responding to complaints of large item dumping and reestablishing drainage ditches on a continuing basis. This includes litter abatement efforts to keep litter out of the culverts and off roadways. These tasks are required by the National Pollutant Discharge Elimination System (NPDES) Permit mandated by the State of California. The Public Works Engineering Division is responsible for ensuring the Town is in compliance with the NPDES Permit. The Road Maintenance budget includes all expenditures associated with maintaining the safety of Truckee's public roadway infrastructure, except for those supplies and services directly related to snow removal.

**PERSONNEL**

**50.11 - WAGES - REGULAR FULL-TIME**

Provides for 4% of the salary of the Director of Public Works/Town Engineer (DPW/TE), the Street Maintenance Manager, three (3) Street Maintenance Supervisors, three (3) Senior Street Maintenance Workers, eleven (11) Street Maintenance Worker IIs, 30% of the wages for one (1) Geographic Information Systems Technician, 15% of the wage for one (1) Administrative Technicians and 8% of the wage for one (1) Administrative Technician. Except as noted above, all full-time employees listed have a 60% allocation to the Road Maintenance Division. All other time (40%) is budgeted to the Snow Removal Division. Actual wage costs will reflect actual time worked on each division.

**50.15 - WAGES - TEMPORARY/SEASONAL**

Provides for three (3) Seasonal Street Maintenance Worker I's to assist with summer maintenance duties and fill-in for vacations and sick days for full-time personnel, as needed. This represents the addition of one (1) additional seasonal worker to allow the Town to split the seasonal worker's time between road maintenance functions and litter/graffiti abatement work. By mixing litter abatement with other duties, the Town hopes to keep employees engaged with the important task of abating litter and graffiti around Town. Also provides for one (1) Seasonal Street Maintenance Worker I to work on special events and 400 hours for an intern. Staff time spent on special events is offset by special event fees collected by the Town, as reflected in the Revenues section of this budget.

**50.21 - STANDBY PAY - REGULAR FULL-TIME**

Provides for hourly personnel to remain available for call-out during non-regular working hours.

**50.31 - OVERTIME - REGULAR FULL-TIME**

Provides for overtime compensation for non-exempt employees to work in addition to their regular working hours as needed for the completion of maintenance projects and for coverage on holidays and the ~35 special events requiring traffic control.

**50.35 - OVERTIME - TEMPORARY/SEASONAL**

Provides for seasonal non-exempt employees to work in addition to their regular working hours as needed to provide emergency situations that require traffic control.

**54.xx - BENEFITS**

Provides for the employer paid portion of Town-provided benefits such as the retirement pension costs, payroll taxes, health insurance, dental insurance, vision insurance, group life insurance and workers compensation insurance. The increases is related to rising pension costs.

**PUBLIC WORKS – ROAD MAINTENANCE  
2020/21 EXPENDITURES BUDGET DETAIL**

101.116.00      General Fund.Road Maintenance.Non-Division

**PERSONNEL (cont'd)**

54.61 - DEFERRED COMPENSATION

Provides for deferred compensation as negotiated by the Town's employee groups.

54.81 - RETIREMENT HEALTH SAVINGS (RHS)

Provides for RHS as negotiated by the Town's employee groups.

55.71 - CAR ALLOWANCE

Provides for the use of the DPW/TE's private vehicle on Town business (4%).

**SUPPLIES AND SERVICES**

60.10 - CLOTHING AND UNIFORMS

Provides for 60% of the maintenance and replacement of division uniforms, including a boot allowance totaling \$300 per two year period per eligible employee as negotiated by the employee groups.

60.15 - EDUCATION AND TRAINING

Provides for a variety of training activities (some split with Snow Removal) including ESRI Geographic Information Systems (GIS) training; Cartegraph, asset management software training; Office of Emergency Services (OES); HazMat and respirator training; comprehensive Occupational Safety and Health Administration (OSHA) programs; International Municipal Signal Association (IMSA) training; Integrity Value expertise/Experience Support (IVES) Train the Trainer/heavy equipment certification; NPDES training as defined by the State of California; American Traffic Safety Services Association (ATSSA) Flagger Certification; and APWA Summer Conference.

61.00 - PROFESSIONAL SERVICES

Provides for miscellaneous contractor services for roadway maintenance items requiring specialty equipment, skills, or personnel which are beyond the scope of existing division resources. Also includes a percentage of the tree removal costs necessary to maintain the safety of public roadways.

63.05 - ADVERTISING

Provides for bid notices, job announcements and other miscellaneous advertising or public information, which may be needed throughout the year.

63.09 - PHYSICALS AND BACKGROUNDS

Provides for physical examinations, pre-employment testing, random alcohol and drug testing as per Department of Transportation (DOT) regulations, pulmonary function test for respirator program and audiometric testing.

63.10 - COMMUNICATION SYSTEMS MAINTENANCE

Provides for 60% of the funding of the radio service contract and the purchase of replacement radios and related equipment.

63.20 - JANITORIAL SUPPLIES

Provides for shop supplies needed for maintenance purposes at the Public Works Yard not covered in the Facilities Maintenance Division section of this budget.

**PUBLIC WORKS – ROAD MAINTENANCE  
2020/21 EXPENDITURES BUDGET DETAIL**

101.116.00      General Fund.Road Maintenece.Non-Division

**SUPPLIES AND SERVICES (cont'd)**

**63.33 - SOFTWARE SUPPLIES**

Provides for the following:

- 60% of the Esri's annual license maintenance costs for GIS software. Costs include (1) ArcGIS Online license, one (1) standard single-use license, one standard Spatial Analyst license, and one (1) basic single-use license and four (4) GIS Viewer licenses. Decrease due to Enterprise License Maintenance Fee shifting to IT.
- A portion of the Town's annual maintenance costs for Cartegraph Operations Management Systems (OMS) software for asset and inventory tracking. The increase is to reflect the price increase anticipated upon renewal of the Cartegraph service contract which expires on July 1, 2020.

**63.34 - SAFETY SUPPLIES**

Provides for basic first-aid supplies, personal protective equipment, flashlights, respirator cartridges, ear plugs, fall prevention harnesses, gloves and American National Standards Institute (ANSI) approved safety vests.

**63.XX - MISCELLANEOUS OFFICE EXPENSES**

Provides for general office supplies; memberships such as American Public Works Association (APWA), ATSSA, IMSA, Bob Sinnett Consulting and Underground Service Alert; copier usage based on monthly meter readings; miscellaneous freight charges; printing of various forms and business cards; subscriptions to public works publications; an allocation of the Town's telephone system; an allocation of the Town's fiber optic internet connection; a portion of staff cell phones and equipment; and miscellaneous items.

**63.40 - PERMITS, LICENSES, AND FEES**

Provides for air compressor licensing and State Water Resource Control Board NPDES permit, if needed.

**66.20 - REPAIR AND MAINTENANCE - OFFICE EQUIPMENT**

Provides for maintenance and unscheduled repair of office equipment.

**66.50 - REPAIR AND MAINTENANCE - SMALL TOOLS**

Provides for tools for maintenance crews, including hand tools, shovels and rakes. Decrease is to reflect actual expenditures.

**67.15 - ACCIDENTS AND DAMAGE**

Provides for repairs of minor damages to private property that may be caused during maintenance operations.

**67.50 - ROAD OILS**

Provides for street patching and crack sealing maintenance materials. Increase reflects actual industry costs for product.

**67.51 - AGGREGATE PRODUCTS**

Provides for base rock, concrete and other aggregate products for routine street maintenance and drainage structures.

**67.52 - PATCH MATERIALS**

Provides for asphalt to be utilized by maintenance crews for patching roadways.

**67.55 - SIGNS**

Provides for replacement of construction, maintenance, street and regulatory signs and hardware, as well as cones and delineators.

**PUBLIC WORKS – ROAD MAINTENANCE  
2020/21 EXPENDITURES BUDGET DETAIL**

101.116.00      General Fund.Road Maintenace.Non-Division

**SUPPLIES AND SERVICES (cont'd)**

**67.56 - LANDFILL AND REFUSE SERVICES**

Provides for disposal fees at Eastern Regional Landfill and Lockwood Regional Landfill in Reno, NV.

**67.57 - STRIPING**

Provides for paint and related materials for re-marking parking stalls, crosswalks, stop bars, turn pockets, and roadway centerline stripes.

**67.xx - ROAD MAINTENANCE SUPPLIES**

Provides for replenishment of road maintenance supplies to inventory including guardrails, bridge repair materials, grates, erosion control supplies, culvert pipe and road and culvert markers.

**67.66 - SWEEPER BROOMS**

Provides for the purchase of replacement sweeper brooms.

**69.10 - VEHICLES - FUEL**

Provides for fuel costs for all Public Works vehicles utilized on road maintenance activities. Budgeted fuel dollars are based on historical averages.

**69.60 - VEHICLES AND EQUIPMENT - RENTALS**

Provides for the rental of equipment as needed.

**69.76 - FLEET MAINTENANCE ALLOCATION**

Provides for an allocation of the vehicle maintenance costs provided by the Fleet Maintenance Division. The costs are estimated using a three-year rolling average of the actual cost allocation. Actual costs allocated will reflect staff time and part costs incurred.

**69.79 - HAZARDOUS WASTE DISPOSAL AND RECYCLING**

Provides for the cost of restocking HazMat cleanup and recycling supplies and disposing of hazardous material waste.

**CAPITAL OUTLAY**

**80.34 - FLEET REPLACEMENT FUND**

Provides funds for the eventual and identified replacement of the Road's Division vehicles as part of the Town's Fleet Replacement Plan.

**80.35 – MACHINERY & EQUIPMENT**

Provides for the purchase of a new Jumping Jack Compactor to replace the old out of service compactor.

**OTHER**

**46.51 - PUBLIC WORKS SERVICE CHARGES**

Reflects reimbursement to Public Works for invoiced labor, vehicle and/or equipment costs associated with community special events and maintenance of the Town Parking District's parking lots.

**PUBLIC WORKS - SNOW REMOVAL  
2020/21 EXPENDITURES BUDGET**

101.117.00 General Fund.Snow Removal.Non-Division		2018/19	2019/20	2019/20	2020/21	% CHG BUD	% CHG BUD
ACCOUNT		ACTUAL	AMENDED BUDGET	ESTIMATED ACTUALS	PROPOSED BUDGET	TO EA	TO BUD
<b>PERSONNEL</b>							
50.11	Wages - Regular Full-Time	587,462	567,121	545,000	560,231	2.8%	-1.2%
50.15	Wages - Temporary/Seasonal	117,860	166,320	130,000	173,250	33.3%	4.2%
50.16	Wages - Readiness	60,883	59,040	16,500	61,500	272.7%	4.2%
50.21	Standby Pay - Regular Full-Time	4,603	3,200	5,000	1,600	-68.0%	-50.0%
50.25	Standby Pay - Temporary/Seasonal	412	1,600	575	1,600	178.3%	
50.26	Standby Pay - Readiness	69,929	70,000	74,000	70,000	-5.4%	
50.31	Overtime - Regular Full-Time	107,638	90,000	40,000	90,000	125.0%	
50.35	Overtime - Temporary/Seasonal	44,325	25,000	14,000	25,000	78.6%	
50.36	Overtime - Readiness	24,916	12,500	500	12,500	2400.0%	
54.xx	Benefits	313,052	326,859	285,121	350,595	23.0%	7.3%
54.61	Deferred Compensation	19,403	19,843	23,497	22,403	-4.7%	12.9%
54.81	RHS	1,122	995	1,016	1,028	1.2%	3.3%
55.71	Car Allowances	660	661	660	661	0.1%	
	<b>Total Personnel</b>	<b>1,352,266</b>	<b>1,343,140</b>	<b>1,135,869</b>	<b>1,370,368</b>	<b>20.6%</b>	<b>2.0%</b>
<b>SUPPLIES &amp; SERVICES</b>							
60.10	Clothing & Uniforms	6,718	9,000	4,000	9,000	125.0%	
60.15	Education & Training	13,987	8,000	500	8,000	1500.0%	
61.00	Professional Services	199	30,000	3,837	30,000	681.9%	
63.09	Physicals & Backgrounds	5,805	6,000	5,000	6,000	20.0%	
63.10	Communication Systems Maint	-	8,000	2,000	8,000	300.0%	
63.11	GPS-AVL System Maintenance	23,456	25,000	16,000	25,000	56.3%	
63.33	Software Supplies	2,300	7,110	8,000	10,000	25.0%	40.6%
63.34	Safety Supplies	4,690	7,000	1,500	7,000	366.7%	
63.XX	Miscellaneous Office Expenses	16,284	18,950	15,101	19,200	27.1%	1.3%
63.40	Permits, Licenses, & Fees	-	1,000	-	-		-100.0%
66.10	Repair & Maint - Buildings	-	500	-	-		-100.0%
66.50	Repair & Maint - Small Tools	3,243	4,000	2,000	4,000	100.0%	
67.15	Accidents & Damage	13,813	10,000	33,000	10,000	-69.7%	
67.52	Patch Materials	2,133	5,000	9,000	5,000	-44.4%	
67.53	De-icing Materials	33,879	40,000	40,582	40,000	-1.4%	
67.54	Snow Stakes	25,737	25,000	25,000	25,000		
67.55	Signs	3,865	7,000	4,000	7,000	75.0%	
67.56	Landfill & Refuse Services	8,106	40,000	27,500	20,000	-27.3%	-50.0%
67.58	Guardrails	174	4,000	5,000	4,000	-20.0%	
67.60	Grates	-	3,400	-	3,000		-11.8%
67.66	Sweeper Brooms	4,937	10,000	6,000	10,000	66.7%	
69.10	Vehicles - Fuel	261,824	200,000	100,000	200,000	100.0%	
69.71	Vehicles & Equipment - Chains	47,805	100,000	95,098	80,000	-15.9%	-20.0%
69.72	Vehicles & Equipment - Cutting Edges	13,959	15,000	18,000	15,000	-16.7%	
69.76	Fleet Maintenance Allocation	879,529	719,501	723,897	738,607	2.0%	2.7%
69.79	Hazard Waste Disposal & Recycling	1,433	3,000	-	3,000		
	<b>Total Supplies &amp; Services</b>	<b>1,373,876</b>	<b>1,306,461</b>	<b>1,145,015</b>	<b>1,286,807</b>	<b>12.4%</b>	<b>-1.5%</b>
<b>CAPITAL OUTLAY</b>							
80.20	Computer Equipment	2,137	-	118	-	-100.0%	
80.34	Fleet Replacement Fund	607,000	630,333	630,333	630,333		
80.35	Machinery & Equipment	-	25,000	4,468	10,000	123.8%	-60.0%
	<b>Total Capital Outlay</b>	<b>609,136</b>	<b>655,333</b>	<b>634,919</b>	<b>640,333</b>	<b>0.9%</b>	<b>-2.3%</b>
	<b>TOTAL</b>	<b>3,335,279</b>	<b>3,304,934</b>	<b>2,915,803</b>	<b>3,297,508</b>	<b>13.1%</b>	<b>-0.2%</b>
Less: Offsetting Revenues							
46.50	Public Works Service Charges	(151,200)	(100,000)	(100,000)	(125,000)	25.0%	25.0%
	<b>Net Expenditures less Revenues</b>	<b>3,184,079</b>	<b>3,204,934</b>	<b>2,815,803</b>	<b>3,172,508</b>	<b>12.7%</b>	<b>-1.0%</b>



*THE PUBLIC WORKS DEPARTMENT HOSTS A BIG TRUCK DAY EVERY FALL TO ALLOW LOCAL CHILDREN TO SEE THE SNOW REMOVAL EQUIPMENT UP CLOSE. THE EVENT HAS BEEN CANCELLED FOR 2020 DUE TO COVID-19 CONCERNS. IN PRIOR YEARS THE EVENT WAS WELL ATTENDED AND ALLOWED CHILDREN THE OPPORTUNITY TO SEE THE INSIDE OF THE EQUIPMENT CABS, EVEN HONKING THE HORNS.*

**PUBLIC WORKS – SNOW REMOVAL  
2020/21 EXPENDITURES BUDGET DETAIL**

101.117.00      General Fund.Road Maintenance.Non-Division

**ACTIVITY DESCRIPTION**

The Public Works Snow Removal Division is responsible for snow removal during storm periods and clean-up operations of roads and facilities on an on-going basis during the winter season. The Town is currently operating a fleet of ten blowers, fourteen loader mounted plows, two motor graders with plows and four sand truck plows. These cover the Town's plow routes encompassing one hundred and sixty road miles. Of the fourteen loaders, six are hybrid loaders. These loaders have diesel engines that power an electric motor that run all the loader functions creating an increase in fuel efficiency and operator control.

Sand and de-icing materials are applied to streets during storm or other icy weather conditions to increase traffic safety. The Town has four sand trucks operating on four routes. The Town has also developed a brine program in conjunction with our sanding operations to pre-treat the roadways before storm events to reduce the buildup of pack on the roadways. This increases safety and efficiency while removing snow pack from the roadways, also reducing the amount of aggregate sand and salt needed for traction and ice control.

Street sweeping is performed as often as weather permits during the winter months both for dust control and to reduce storm drain clean-up during the summer season. It also assists in removing loose litter from the Town's roadways. Sweeping is an essential component of the Town's Storm Water Management Program (SWMP). The Town recovers approximately 90% of all the sand dispersed through the street sweeping program.

**PERSONNEL**

**50.11 - WAGES - REGULAR FULL-TIME**

Provides for 10% of the salary of the Director of Public Works/Town Engineer, the Street Maintenance Manager, three (3) Street Maintenance Supervisor, three (3) Senior Street Maintenance Workers, eleven (11) Street Maintenance Worker IIs, 20% of the wages of one (1) Geographic Information Systems Technician, 10% of the wages of one (1) Administrative Technicians and 5% of the wages of one (1) Administrative Technician. Except as noted above, all full-time employees listed have a 40% allocation to the Snow Removal Division. All other time (60%) is budgeted to the Road Maintenance Division. All other time (40%) is budgeted to the Snow Removal Division. Actual wage costs will reflect actual time worked on each division.

**50.15 - WAGES - TEMPORARY/SEASONAL**

Provides for ten (10) full-time temporary Street Maintenance Worker IIs and three (3) storms-only on-call Street Maintenance Worker IIs to work during the winter months and assist with snow removal activities.

**50.16 - WAGES - READINESS**

Provides for ten (10) temporary Street Maintenance Worker IIs employed on the Readiness team to be available with snow removal activities as needed, to work up to 246 hours each.

**50.21 - STANDBY PAY - REGULAR FULL-TIME**

Provides for regular full-time non-exempt personnel to remain available for call-out to assist with snow removal activities outside their normal working hours.

**50.25 - STANDBY PAY - TEMPORARY/SEASONAL**

Provides for seasonal/temporary personnel to remain available for call-out (aside from the Town's Readiness employees) to assist with snow removal activities outside of their normal working hours, as needed.

**50.26 - STANDBY PAY - READINESS**

Provides for \$500 per week to the Street Maintenance Worker II employees who are employed as part of the Town's Readiness team. These employees must remain available for call-out for a fourteen (14) week period.

**PUBLIC WORKS – SNOW REMOVAL  
2020/21 EXPENDITURES BUDGET DETAIL**

101.117.00      General Fund.Road Maintenance.Non-Division

**PERSONNEL (cont'd)**

**50.31 - OVERTIME - REGULAR FULL-TIME**

Provides for regular full-time non-exempt employees to work more than 40 hours during a work week. During heavy snow conditions, work crews are switched to 12-hour continuous work shifts in order to adequately cover snow removal routes.

**50.35 - OVERTIME - TEMPORARY/SEASONAL**

Provides for temporary/seasonal snow removal staff to work more than 40 hours per week during periods of heavy snow removal. During heavy snow conditions, work crews are switched to 12-hour continuous work shifts in order to adequately cover snow removal routes.

**50.36 - OVERTIME - READINESS**

Provides for overtime compensation to the seasonal readiness snow removal staff to work more than 40 hours per week during periods of heavy snow removal. During heavy snow conditions, work crews are switched to 12-hour continuous work shifts in order to adequately cover snow removal routes.

**54.xx - BENEFITS**

Provides for the employer paid portion of Town-provided benefits such as the retirement pension costs, payroll taxes, health insurance, dental insurance, vision insurance, group life insurance and workers compensation insurance. The increase is related to rising pension costs.

**54.61 - DEFERRED COMPENSATION**

Provides for deferred compensation as negotiated by the Town's employee groups.

**54.81 - RETIREMENT HEALTH SAVINGS (RHS)**

Provides for RHS as negotiated by the Town's employee groups.

**55.71 - CAR ALLOWANCE**

Provides for the use of the DPW/TE's private vehicle on Town business (10%).

**SUPPLIES AND SERVICES**

**60.10 - CLOTHING AND UNIFORMS**

Provides for 40% of the funding for maintenance and replacement of department uniforms, including winter jackets, insulated bib overalls and rain gear. Additionally, provides for 40% of a boot allowance totaling \$300 per two year period per eligible employee as negotiated by the employee groups.

**60.15 - EDUCATION AND TRAINING**

Provides for employee training related to winter operations including ESRI and Integrity Value Expertise/Experience Support (IVES) Train the Trainer/heavy equipment certification and the American Public Works Association (APWA) snow conference.

**61.00 - PROFESSIONAL SERVICES**

Provides for miscellaneous contractor services for winter roadway maintenance items requiring specialty equipment, skills or personnel which are beyond the scope of existing Public Works resources such as snow off-haul from the downtown area or emergency tree removal. Also includes emergency tree removal services.

**63.05 - ADVERTISING**

Provides for advertising to fill temporary job positions and various contract services such as downtown snow removal, gridlock contractors and other winter-related services. Increase reflects need for additional hiring and marketing ads due to fewer qualified applicants seen in the last few years.

**PUBLIC WORKS – SNOW REMOVAL  
2020/21 EXPENDITURES BUDGET DETAIL**

101.117.00      General Fund.Road Maintenance.Non-Division

**SUPPLIES AND SERVICES (cont'd)**

**63.09 - PHYSICALS AND BACKGROUNDS**

Provides for the costs of physical examinations, pre-employment physicals, random substance testing per Department of Transportation (DOT) regulations and audiometric testing. Decrease in estimated actuals reflects actual costs resulting from elimination of pre-employment physical examinations for returning season employees.

**63.10 - COMMUNICATION SYSTEMS MAINTENANCE**

Provides for 40% of the funding of the radio service contract and the purchase of replacement radios and related equipment.

**63.11 - GPS-AVL SYSTEM MAINTENANCE**

Provides for the annual cost of the web-based global positioning system (GPS) for tracking snow removal equipment and website access for public and driveway contractor review.

**63.20 - JANITORIAL SUPPLIES**

Provides for shop supplies needed for maintenance purposes at the Public Works Yard not otherwise provided for in the Facilities Division section of this budget.

**63.33 - SOFTWARE SUPPLIES**

Provides for the following:

- 40% of the Esri's annual license maintenance costs for GIS software. Costs include (1) ArcGIS Online license, one (1) standard single-use license, one standard Spatial Analyst license, and one (1) basic single-use license and four (4) GIS Viewer licenses. Decrease due to Enterprise License Maintenance Fee shifting to IT.
- A portion of the Town's annual maintenance costs for Cartegraph Operations Management Systems (OMS) software for asset and inventory tracking. The increase is to reflect the price increase anticipated upon renewal of the Cartegraph service contract which expires on July 1 2020.

**63.34 - SAFETY SUPPLIES**

Provides for basic first-aid supplies, personal protective equipment, flashlights and gloves.

**63.XX - MISCELLANEOUS OFFICE EXPENSES**

Provides for general office supplies; membership per the request of the Street Maintenance Manager; copier usage based on monthly meter readings and monthly service costs including ink for a shared copy machine at the Public Service Center; miscellaneous freight charges; special print jobs such as forms; an allocation of the Town's telephone system; an allocation of the Town's optical fiber network; a portion of staff cellular phones and equipment; miscellaneous items as necessary.

**66.10 - REPAIR AND MAINTENANCE - BUILDINGS**

Provides for shop maintenance supplies not included in the Facilities budget.

**66.50 - REPAIR AND MAINTENANCE - SMALL TOOLS**

Provides for purchase of small tools to support road maintenance and equipment repair activities.

**67.15 - ACCIDENTS AND DAMAGE**

Provides for repairs of minor damages to private property that may be caused during maintenance operations.

**67.52 - PATCH MATERIALS**

Provides for an estimated ten (10) tons of cold patch asphalt to be utilized by crews during winter months.

**67.53 - DE-ICING MATERIALS**

Provides for the purchase of sand and other de-icing materials to minimize dangerous road safety conditions during the winter months.

**PUBLIC WORKS – SNOW REMOVAL  
2020/21 EXPENDITURES BUDGET DETAIL**

101.117.00      General Fund.Road Maintenance.Non-Division

**SUPPLIES AND SERVICES (cont'd)**

**67.54 - SNOW STAKES**

Provides for the purchase of replacement snow stakes to mark road right-of-way's for snow plow vehicles. The account also includes the purchase of the reflective materials used on the snow stakes.

**67.55 - SIGNS**

Provides for the purchase and replacement of signs, cones, and barricades used for traffic control of gridlock on Donner Pass Road and winter-related damages.

**67.56 - LANDFILL AND REFUSE SERVICES**

Provides for disposal fees at Eastern Regional Landfill (ERL) and Lockwood Regional Landfill in Reno, Nevada for winter road-sand off-haul. FY19/20 budget included an extra amount to cover the cost of hauling accumulated sand to Lockwood to comply with hazardous waste disposal regulations.

**67.58 - GUARDRAILS**

Provides for guardrails and related materials to allow street crews to replace damaged guardrails.

**67.60 - GRATES**

Provides for 40% of the funds to purchase grates.

**67.66 - SWEEPER BROOMS**

Provides for the purchase of replacement sweeper brooms. Separating this cost out of other accounts to better track costs.

**69.10 - VEHICLES - FUEL**

Provides for fuel costs for all Public Works vehicles utilized on snow removal activities. Budgeted fuel dollars are based on historical average gallons of usage and historical average gas prices.

**69.71 - VEHICLES AND EQUIPMENT - CHAINS**

Provides for the purchase of replacement chains and chain repair material for Public Works vehicles. Additional chain purchases are necessary to replenish stock of new chains and replacement parts and repair parts (\$12,000 per loader). Heavy winter conditions necessitate greater chain usage. The decrease to this budget item is due to the lack of heavy winter conditions during the winter of 19/20, therefore there will not be as great of a need to order replacement in FY20/21.

**69.72 - VEHICLES AND EQUIPMENT - CUTTING EDGES**

Provides for the purchase of items needed to keep Town snow plows in working condition such as cutting edges and bolts.

**69.76 - FLEET MAINTENANCE ALLOCATION**

Provides for an allocation of the vehicle maintenance costs provided by the Fleet Maintenance Division. The costs are estimated using a three-year rolling average of the actual cost allocation. Actual costs allocated will reflect staff time and part costs incurred.

**69.79 - HAZARDOUS WASTE DISPOSAL AND RECYCLING**

Provides for the cost of disposing of hazardous waste and supplies of snow removal equipment and cleanup of snow removal equipment HazMat spills.

**PUBLIC WORKS – SNOW REMOVAL  
2020/21 EXPENDITURES BUDGET DETAIL**

101.117.00 General Fund.Road Maintenance.Non-Division

**CAPITAL OUTLAY**

**80.34 - FLEET REPLACEMENT FUND**

Provides funds for the eventual and identified replacement of the Snow Division vehicles as part of the Town's Fleet Replacement Plan.

**80.35 - MACHINERY AND EQUIPMENT**

Provides for the replacement of our out dated and unsupported PorteCount respirator fit testing hardware and software to maintain OSHA compliance with our personal protective equipment respirator program.

**OTHER**

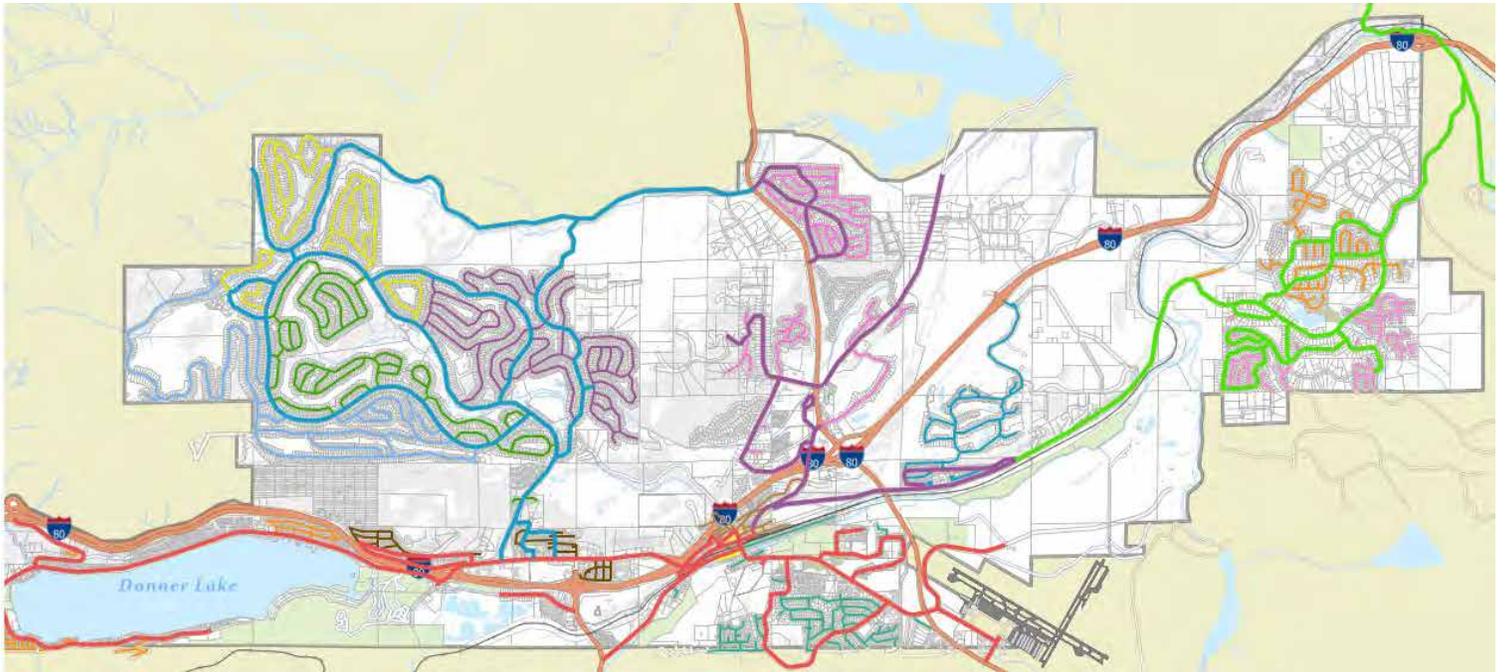
**46.50 - PUBLIC WORKS SERVICE CHARGES - SNOW REMOVAL**

Provides for the following:

- Reimbursement from Placer County for contracted snow removal on specified Placer County roads that are adjacent or only accessible via roads maintained by the Town.
- Reimbursement from Nevada County for contracted snow removal on specified Nevada County roads that are adjacent or only accessible via roads maintained by the Town. This contract was added during FY17/18.
- Reimbursement for snow removal and off-haul from downtown parking spaces. Increase reflects snow removal and off haul from the additional service area located in the Brickelltown Maintenance District. This amount is funded by the Parking Fund.



*The Mini Mousehole was completed in 2016. It provided a pedestrian undercrossing below the Union Pacific Railroad Crossing on SR 89. The endeavor started in 2003. The Town ended up getting more than \$3 million in grant funding for the project.*



*DID YOU KNOW: ALL TOWN SNOW REMOVAL AND SANDING VEHICLES ARE EQUIPPED WITH GPS. BY VISITING [511PORTAL.COM/TRUCKEE](https://511portal.com/truckee) YOU ARE ABLE TO SEE WHERE THE NEAREST SNOW PLOW IS AND WHEN IT IS LIKELY TO MAKE IT TO YOUR STREET. THIS CAN BE HELPFUL ESPECIALLY WHEN STRATEGICALLY PLANNING SNOW REMOVAL OF YOUR DRIVEWAY. IF YOU WAIT UNTIL AFTER THE PLOW COMES BY, THE BERM AND THE DRIVEWAY CAN BE DONE AT THE SAME TIME RATHER THAN HAVING TO DO A SECOND SWEEP TO GET THE BERM.*

**PUBLIC WORKS - FLEET MAINTENANCE  
2020/21 EXPENDITURES BUDGET**

101.118.00 General Fund.Fleet Maintenance.Non-Division

ACCOUNT		2018/19 ACTUAL	2019/20 AMENDED BUDGET	2019/20 ESTIMATED ACTUALS	2020/21 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
<b>PERSONNEL</b>							
50.11	Wages - Regular Full-Time	529,394	570,214	555,524	534,087	-3.9%	-6.3%
50.21	Standby Pay	214	-	-	-		
50.31	Overtime - Regular Full-Time	26,098	10,000	18,000	10,000	-44.4%	
54.xx	Benefits	250,468	285,384	253,614	293,385	15.7%	2.8%
54.61	Deferred Compensation	15,945	14,069	15,558	15,722	1.1%	11.8%
54.81	RHS	1,080	1,115	1,106	1,080	-2.3%	-3.2%
55.71	Car Allowances	132	133	132	133	0.7%	
	<b>Total Personnel</b>	<b>823,329</b>	<b>880,915</b>	<b>843,933</b>	<b>854,408</b>	<b>1.2%</b>	<b>-3.0%</b>
<b>SUPPLIES &amp; SERVICES</b>							
60.10	Clothing & Uniforms	5,098	4,000	3,800	3,800		-5.0%
60.15	Education & Training	2,047	2,000	1,500	2,000	33.3%	
63.20	Janitorial Supplies	-	500	-	500		
63.33	Software Supplies	11,549	13,000	22,500	18,000	-20.0%	38.5%
63.34	Safety Supplies	4,561	4,000	5,000	5,000		25.0%
63.XX	Miscellaneous Office Expenses	16,736	16,165	14,250	15,565	9.2%	-3.7%
63.40	Permits, Licenses, & Fees	5,135	6,000	6,000	6,000		
66.10	Repair & Maint - Buildings	-	1,000	1,500	1,000	-33.3%	
66.20	Repair & Maint - Office Equip	-	500	-	500		
66.51	Small Tools - Shop	7,500	6,000	6,000	6,000		
66.52	Small Tools - Mechanics	7,318	6,500	4,000	6,500	62.5%	
67.15	Accidents & Damages	3,193	2,000	-	2,000		
67.22	Uniform Cleaning	5,099	5,200	5,200	5,200		
67.56	Landfill & Refuse Services	372	400	-	400		
69.10	Vehicles - Fuel	4,138	7,500	2,800	6,000	114.3%	-20.0%
69.70	Vehicles - Repair & Maint	62,065	60,000	70,000	65,000	-7.1%	8.3%
69.73	Vehicles & Equip - Lube	31,799	35,000	22,000	35,000	59.1%	
69.74	Vehicles & Equip - Misc	48,223	35,000	44,000	45,000	2.3%	28.6%
69.75	Vehicles & Equip - Parts	277,985	180,000	202,000	200,000	-1.0%	11.1%
69.77	Vehicles & Equip - Tires	37,352	40,000	40,000	40,000		
69.79	Hazard Waste Disposal & Recycling	587	2,200	1,100	2,200	100.0%	
	<b>Total Supplies &amp; Services</b>	<b>530,760</b>	<b>426,965</b>	<b>451,650</b>	<b>465,665</b>	<b>3.1%</b>	<b>9.1%</b>
<b>CAPITAL OUTLAY</b>							
80.20	Computer Equipment	2,378	4,700	24	2,400	9900.0%	-48.9%
80.34	Fleet Replacement Fund	10,500	10,500	10,500	10,500		
80.35	Machinery & Equipment	44,851	16,000	16,000	16,000		
	<b>Total Capital Outlay</b>	<b>57,729</b>	<b>31,200</b>	<b>26,524</b>	<b>28,900</b>	<b>9.0%</b>	<b>-7.4%</b>
	<b>TOTAL</b>	<b>1,411,818</b>	<b>1,339,080</b>	<b>1,322,107</b>	<b>1,348,973</b>	<b>2.0%</b>	<b>0.7%</b>
	Less: Offsetting Revenues						
46.52	Public Works Serv Chrg - Fleet Maint	(13,748)	(25,000)	-	-		-100.0%
	<b>Net Expenditures less Revenues</b>	<b>1,398,070</b>	<b>1,314,080</b>	<b>1,322,107</b>	<b>1,348,973</b>	<b>2.0%</b>	<b>2.7%</b>
<b>INTERNAL SERVICE CHARGES</b>							
<b>FY19/20 BUDGET %</b>							
0.45%	General Government	6,111	5,970	6,006	6,128	2.0%	2.7%
0.44%	Engineering	10,109	5,743	5,778	5,896	2.0%	2.7%
23.42%	Road Maintenance	200,999	307,791	309,671	315,964	2.0%	2.7%
54.75%	Snow Removal	879,529	719,501	723,897	738,607	2.0%	2.7%
0.80%	Trails	10,672	10,466	10,530	10,744	2.0%	2.7%
3.14%	Facilities Maintenance	76,515	41,298	41,550	42,394	2.0%	2.7%
0.16%	Code Compliance	2,947	2,078	2,091	2,133	2.0%	2.7%
1.05%	Building & Safety	15,519	13,829	13,913	14,196	2.0%	2.7%
10.74%	Police & Animal Services	127,441	141,094	141,956	144,841	2.0%	2.7%
0.13%	Parking	-	1,654	1,663	1,697	2.0%	2.6%
4.75%	Transit	74,837	62,464	62,846	64,123	2.0%	2.7%
0.17%	Solid Waste	7,140	2,191	2,205	2,250	2.0%	2.7%
100.00%		<b>1,411,818</b>	<b>1,314,081</b>	<b>1,322,107</b>	<b>1,348,973</b>	<b>2.0%</b>	<b>2.7%</b>



*DURING THE WINTER MONTHS, THE FLEET MAINTENANCE TEAM CAN END UP WORKING SEVEN DAYS A WEEK AND AT ALL HOURS OF THE DAY TO ENSURE THAT THE TOWN'S SNOW REMOVAL FLEET REMAINS OPERATIONAL. ITS A BIG JOB!*

**PUBLIC WORKS – FLEET MAINTENANCE  
2020/21 EXPENDITURES BUDGET DETAIL**

101.118.00 General Fund.Fleet Maintenance.Non-Division

**ACTIVITY DESCRIPTION**

The Public Works Fleet Maintenance Division is responsible for keeping the Town's vehicles and equipment in safe operating condition. The Division maintains the Town's fleet of 185 vehicles which includes police marked and unmarked vehicles, boat, loaders, snow blowers, light and heavy duty trucks and trailers as well as pool and smaller passenger vehicles. An estimate of the cost of fleet maintenance is allocated out to the Town's various divisions on a monthly basis based on the adopted budget, with the total and actual cost incurred by each division trued up at year-end.

The Division is also responsible for purchasing new and replacement equipment and parts as per the Town's Fleet Replacement Plan. Each division puts aside a portion of the replacement cost of their division's fleet into the Fleet Replacement Fund annually. The replacement purchases are detailed in the Summary section of this budget. New vehicles, which represent additions to the Town's overall fleet, are detailed in C1811 Fleet Equipment Purchases. For FY20/21, the Town is proposing to add an additional compact snow blower for sidewalk snow removal in the Town's community facilities districts as well as an all-wheel drive sand truck for the Public Works-Snow Department.

During FY17/18, the Fleet Division started offering maintenance services to the Truckee Fire District. In FY20/21, the expectation is that the Town's Fleet Department will only be used in emergency situations by the Fire Department.

**PERSONNEL**

**50.11 - WAGES – REGULAR FULL-TIME**

Provides for 2% of the salary of the Director of Public Works/Town Engineer (DPW/TE), 45% of the salary of the Fleet/Facilities Manager, one (1) Senior Equipment Mechanic, four (4) Equipment Mechanic II's, 25% of the wages of one (1) Geographic Information Systems Technician, and 25% of the wages of two (2) Administrative Technician.

**50.31 - OVERTIME - REGULAR FULL-TIME**

Provides for non-exempt mechanics to work in addition to their normal working hours, typically during the winter, as needed for snow equipment repair. The high estimated actuals were due to the above average overtime worked during February 2019 on snow removal equipment. February 2019 saw the most snow on record for that month. The Town expects to see typical overtime hours in FY19/20.

**54.xx - BENEFITS**

Provides for the employer paid portion of Town-provided benefits such as the retirement pension costs, payroll taxes, health insurance, dental insurance, vision insurance, group life insurance and workers compensation insurance.

**54.61 - DEFERRED COMPENSATION**

Provides for deferred compensation as negotiated by the Town's employee groups.

**54.81 - RETIREMENT HEALTH SAVINGS (RHS)**

Provides for RHS as negotiated by the Town's employee groups.

**55.71 - CAR ALLOWANCE**

Provides for the use of the DPW/TE's private vehicle on Town business (2%).

**SUPPLIES AND SERVICES**

**60.10 - CLOTHING AND UNIFORMS**

Provides for the maintenance and replacement of Division uniforms, including a boot allowance of \$300 per eligible employee for a two year period as negotiated by employee groups.

**PUBLIC WORKS – FLEET MAINTENANCE  
2020/21 EXPENDITURES BUDGET DETAIL**

101.118.00 General Fund.Fleet Maintenance.Non-Division

**SUPPLIES AND SERVICES (cont'd)**

60.15 - EDUCATION AND TRAINING

Provides for training as needed or requested for Fleet Maintenance personnel including HazMat training, computer training, electrical and hydraulic training, and safety training.

63.20 - JANITORIAL SUPPLIES

Provides for shop cleaning supplies needed for maintenance purposes which are not covered under the Facilities Maintenance budget.

63.33 - SOFTWARE SUPPLIES

Annual software subscriptions for diagnostic software for Fleet maintained vehicles and equipment. Increased estimated actual for FY19/20 due to the purchase of upgraded vehicle tracking software, for FY20/21 only a maintenance fee will be applied.

63.34 - SAFETY SUPPLIES

Provides for basic first-aid supplies, personal protective equipment, fire extinguisher service and Occupation Safety and Health Administration (OSHA) approved fuel cans and equipment related to the regulated respirator program.

63.XX - MISCELLANEOUS OFFICE SUPPLIES

Provides for office supplies; various memberships such as the American Public Works Association; copier usage based on monthly meter readings including ink and maintenance; miscellaneous freight charges; printing of division forms; an allocation of the Town's telephone costs; an allocation of the Town's optical fiber internet connection; staff cellular phones and equipment; and miscellaneous small items as needed.

63.40 - PERMITS, LICENSES, AND FEES

Provides for required permits such as the crane inspections for fleet vehicles and a vapor recover permit from the Northern Sierra Air Quality Management District.

66.10 - REPAIR AND MAINTENANCE - BUILDINGS

Provides for shop maintenance supplies not included in the Facilities Maintenance Division budget, to help maintain the Fleet Maintenance Division team's equipment.

66.20 REPAIR AND MAINTENANCE - OFFICE EQUIPMENT

Provides for Provides for maintenance and unscheduled repair of office equipment.

66.51 - SMALL TOOLS - SHOP

Provides for small tools required in the shop. Decrease due to previous years actual cost.

66.52 - SMALL TOOLS - MECHANICS

Provides for tools for mechanics' tool boxes.

67.15 - ACCIDENTS AND DAMAGES

Provides for repairs of minor damage to private property that may be caused while performing work on the Town's behalf.

67.22 - UNIFORM CLEANING

Provides for cleaning of mechanics' coveralls and shop towels.

67.56 - LANDFILL AND REFUSE SERVICES

Provides for disposal fees to dispose of hazardous fluids appropriately and safely at the landfill.

**PUBLIC WORKS – FLEET MAINTENANCE  
2020/21 EXPENDITURES BUDGET DETAIL**

101.118.00 General Fund.Fleet Maintenance.Non-Division

**SUPPLIES AND SERVICES (CONT'D)**

69.10 - VEHICLES - FUEL

Provides for Provides for fuel for vehicles used by Fleet Maintenance Division. Decrease in FY20/21 due to estimated actual in previous year.

69.70 - VEHICLES and EQUIPMENT - REPAIR and MAINTENANCE OUTSOURCING

Provides for outside repairs of vehicles and equipment.

69.73 - VEHICLES AND EQUIPMENT - LUBE

Provides for motor oil, gear oil, hydraulic oil and other lubrication products.

69.74 - VEHICLES AND EQUIPMENT - MISCELLANEOUS

Provides for wiring cable, wiring ends, nuts, bolts and miscellaneous repair supplies.

69.75 - VEHICLES AND EQUIPMENT - PARTS

Provides parts costs necessary for the repair of all Town equipment and vehicles.

69.77 - VEHICLES AND EQUIPMENT - TIRES

Provides for replacement tires for all Town equipment and vehicles.

69.79 - HAZARDOUS WASTE DISPOSAL AND RECYCLING

Provides for the cost of shop recycling for oils, antifreeze and related supplies, and restocking of HazMat supplies. This amount also reflects costs for disposal pick-ups and additional supplies required for OSHA compliance.

**CAPITAL OUTLAY**

80.20 - COMPUTER EQUIPMENT

Provides for the replacement of two (2) computers in the Fleet Department (\$1,200 each).

80.34 - FLEET REPLACEMENT FUND

Provides funds for the eventual and identified replacement of the Fleet Maintenance Division vehicles as part of the Town's Fleet Replacement Plan.

80.35 - MACHINERY and EQUIPMENT

Provides for the following:

- Plasma cutter for steel fabrication(\$8,000)
- TIG welder for aluminum and stainless steel welding.(\$4,000)
- Thermo plastic welder. (\$4,000)



*THE TRUCKEE RIVER LEGACY TRAIL RUNS ALL THE WAY TO THE GLENSHIRE SUBDIVISION. THE 4.7 MILES PAVED PATHWAY IS A CLASS 1 SHARED USE PATH, MEANING THAT IT IS WIDE ENOUGH TO ALLOW FOR A MYRIAD OF USERS TO COMFORTABLY ENJOY THE TRAIL AT THE SAME TIME. THE TRAIL FEATURES SCENIC OVERLOOK BENCHES AND INTERPRETIVE SIGNAGE*

**PUBLIC WORKS - TRAILS MAINTENANCE  
2020/21 EXPENDITURES BUDGET**

101.119.00 General Fund.Trails.Non-Division

ACCOUNT		2018/19	2019/20	2019/20	2020/21	% CHG BUD TO EA	% CHG BUD TO BUD
		ACTUAL	AMENDED BUDGET	ESTIMATED ACTUALS	PROPOSED BUDGET		
<b>PERSONNEL</b>							
50.11	Wages - Regular Full-Time	58,430	63,530	68,000	66,021	-2.91%	3.9%
50.21	Standby Pay - Regular Full-Time	-	100	-	100		
50.31	Overtime - Regular Full-Time	2,578	3,500	1,500	3,500	133.33%	
54.xx	Benefits	27,108	22,548	27,321	25,551	-6.48%	13.3%
54.61	Deferred Compensation	2,504	2,714	2,768	2,953	6.67%	8.8%
54.81	RHS	322	329	329	323	-1.94%	-1.8%
55.71	Car Allowances	330	330	330	330	0.10%	
	<b>Total Personnel</b>	<b>91,271</b>	<b>93,051</b>	<b>100,248</b>	<b>98,778</b>	<b>-1.47%</b>	<b>6.15%</b>
<b>SUPPLIES &amp; SERVICES</b>							
60.10	Clothing & Uniforms	212	700	25	1,500	5900.00%	114.3%
61.00	Professional Services	9,145	8,000	200	8,000	3900.00%	
63.09	Physicals & Backgrounds	19	500	-	500		
63.33	Software Supplies	2,875	2,900	4,000	3,800	-5.00%	31.0%
63.XX	Miscellaneous Office Expenses	697	3,800	305	3,800	1145.90%	
63.39	Trails Maintenance Supplies	5,959	5,000	12,000	9,000	-25.00%	80.0%
66.50	Repair & Maint - Small Tools	753	1,500	-	1,000		-33.3%
67.51	Aggregate Product	740	3,000	-	1,000		-66.7%
67.53	De-Icing Material	1,102	2,000	-	2,000		
67.54	Snow Stakes	27	1,500	-	1,500		
67.55	Signs	-	500	-	-		-100.0%
67.56	Landfill & Refuse Services	-	500	-	-		-100.0%
67.65	Fencing Materials	-	2,000	-	-		-100.0%
69.10	Vehicles - Fuel	4,088	3,000	4,000	4,000		33.3%
69.70	Vehicles & Equip - Repair & Maint	793	670	-	670		
69.71	Vehicles & Equip - Chains	205	500	130	500	284.62%	
69.72	Vehicles & Equip - Cutting Edges	1,762	1,000	1,180	1,000	-15.25%	
69.76	Fleet Maintenance Allocation	10,672	10,466	10,530	10,744	2.03%	2.7%
	<b>Total Supplies &amp; Services</b>	<b>39,049</b>	<b>47,536</b>	<b>32,370</b>	<b>49,014</b>	<b>51.42%</b>	<b>3.11%</b>
<b>CAPITAL OUTLAY</b>							
80.20	Computer Equipment	-	-	60	-	-100.00%	
80.34	Fleet Replacement Fund	34,000	34,000	34,000	34,000		
	<b>Total Capital Outlay</b>	<b>34,000</b>	<b>34,000</b>	<b>34,060</b>	<b>34,000</b>	<b>-0.18%</b>	
	<b>TOTAL</b>	<b>164,320</b>	<b>174,587</b>	<b>166,678</b>	<b>181,792</b>	<b>9.07%</b>	<b>4.13%</b>
Less: Offsetting Revenues							
49.10	Transfer from Measure R Sales Tax	(131,737)	(153,215)	(136,952)	(159,294)	16.3%	4.0%
	<b>Net Expenditures less Offsetting Revenues</b>	<b>32,583</b>	<b>21,372</b>	<b>29,726</b>	<b>22,498</b>	<b>-24.3%</b>	<b>5.3%</b>



TRUCKEE  
**TRAILS & BIKEWAYS**  
MASTER PLAN

September 2015



*IN 2015, THE TOWN OF TRUCKEE ENGINEERING DIVISION AND PLANNING DIVISION, IN CONCERT WITH SEVERAL COMMUNITY PARTNERS, PREPARED THE TRUCKEE TRAILS AND BIKEWAYS MASTERPLAN. THIS 202 PAGE REPORT DETAILS THE COMMUNITY'S VISION FOR YEAR-ROUND RECREATION ON A COMPLETE AND CONNECTED TRAIL SYSTEM THAT SHOWCASES TRUCKEE'S NATURAL BEAUTY AND PROVIDES ACCESS TO EVERYDAY DESTINATIONS. WHEN DEVELOPING CAPITAL PROJECTS, STAFF REFERS TO THIS PLAN TO HELP DIRECT FUTURE WORK. CURRENT TRAILS WORK IS FOCUSED ON THE TRUCKEE RIVER LEGACY TRAIL PHASE 4, WHICH WILL CONNECT THE CURRENT TRAIL TO SR89.*

**PUBLIC WORKS – TRAILS MAINTENANCE  
2020/21 EXPENDITURES BUDGET DETAIL**

101.119.00      General Fund.Trails Maintenance.Non-Division

**ACTIVITY DESCRIPTION**

The Public Works Trails Maintenance Division is responsible for keeping the Town's trails systems maintained and safe for public users. The division maintains the asphalt trails, trail shoulders, wood fencing, benches, signs, dog waste bags and trash/recycling receptacles. They are also charged with trails sweeping, as well as the snow removal and a deicing program on the trails during the winter months, as needed. The division maintains 12.5 miles of trails systems, which includes the Legacy Trail, trails along Brockway Road, trails near Alder Creek Road, trails behind Alder Creek Middle School, Trout Creek Trail and the Mousehole (89 South) railroad undercrossing trail. In the coming years, with the addition of planned paved trails, approximately 33 miles could be maintained by the Public Works Trails Maintenance Division. Measure R Sales Tax (Trails) funds a majority of the maintenance of all Town trails except roundabouts, sidewalks and trail miles that are maintained by various homeowner's associations as required as part of their development agreements.

**PERSONNEL**

**50.11 - WAGES – REGULAR FULL-TIME**

Provides for 5% of the salary of the Director of Public Works/Town Engineer (DPW/TE), 10% of the salary of the Fleet and Facilities Manager, 50% of the wages of one (1) Facilities Maintenance Worker II, and 10% of the wages of one (1) Administrative Technician.

**50.21 - STANDBY PAY - REGULAR FULL-TIME**

Provides for compensation for hourly personnel who must remain available for call-out during non-regular working hours for trail-related snow removal.

**50.31 - OVERTIME - REGULAR FULL-TIME**

Provides for non-exempt personnel to work in addition to their normal working hours, as needed for snow removal on the trails.

**54.xx - BENEFITS**

Provides for the employer paid portion of Town-provided benefits such as the retirement pension costs, payroll taxes, health insurance, dental insurance, vision insurance, group life insurance and workers compensation insurance. The increases is related to rising retirement pension costs.

**54.61 - DEFERRED COMPENSATION**

Provides for deferred compensation as negotiated by the Town's employee groups.

**54.81 - RETIREMENT HEALTH SAVINGS (RHS)**

Provides for RHS as negotiated by the Town's employee groups.

**55.71 - CAR ALLOWANCE**

Provides for the use of the DPW/TE's private vehicle on Town business (5%).

**SUPPLIES AND SERVICES**

**60.10 - CLOTHING AND UNIFORMS**

Provides for a portion of the maintenance and replacement of division uniforms.

**60.15    EDUCATION AND TRAINING**

Provides for training activities as needed or requested.

**61.00 - PROFESSIONAL SERVICES**

Provides for service on the trails system other than what is completed by Town staff.

**PUBLIC WORKS – TRAILS MAINTENANCE  
2020/21 EXPENDITURES BUDGET DETAIL**

101.119.00 General Fund.Trails Maintenance.Non-Division

**SUPPLIES AND SERVICES (cont'd)**

**63.09 - PHYSICALS AND BACKGROUNDS**

Provides for a portion of physical examinations, pre-employment testing, random alcohol and drug testing per Department of Transportation regulations, pulmonary function test for respirator program and audiometric testing.

**63.33 - SOFTWARE SUPPLIES**

Provides for one-tenth (1/10) of the Town's annual maintenance costs for Cartegraph's Operations Management System (OMS) for asset and inventory tracking. The Town has not previously had any tracking capabilities for the assets deployed on the Town's trail systems (i.e. garbage cans, benches, and signage). Increase from previous budget year due to the estimated actual for FY19/20.

**63.XX - MISCELLANEOUS OFFICE EXPENSES**

Provides for office supplies; bid notices or other advertising as needed; freight or postage as needed; any specialty printing that may arise; an allocation of the Town's phone network; an allocation of the Town's optical fiber internet connection; a portion of staff cellular phones and equipment; and small items as needed.

**63.39 - TRAILS MAINTENANCE SUPPLIES**

Provides for supplies such as replacement bags for the dog waste stations and bench signage as needed on the Town's trail systems. Moving budget to generic line item (e.g Trails Maintenance Supplies) verse specific lines for administrative ease.

**66.50 - REPAIR AND MAINTENANCE - SMALL TOOLS**

Provides for tools needed for trails maintenance. Staff will be installing snow stakes along the trails that the Town performs snow removal on, which will require specialty tools for installation. Moving more of budget to generic line item (e.g Trails Maintenance Supplies) verse specific lines.

**67.51 - AGGREGATE PRODUCT**

Provides for base rock, concrete, shoulder material and other aggregate materials for routine trails maintenance and drainage structures. Staff is also working to improve the drainage systems on some of the trails to prevent further shoulder washout. Moving more of budget to generic line item verse specific lines.

**67.53 - DE-ICING MATERIALS**

Provides for the purchase of sand and other de-icing materials to minimize dangerous trail conditions during the winter months.

**67.54 - SNOW STAKES**

Provides for the purchase of marking stakes to mark trails for snow removal operations on the trails. Maintaining funding levels as staff will need to snow stake the trails in a high snow year in order to maximize the efficiency of snow removal activities.

**67.55 - SIGNS**

Provides for the purchase of new or replacement warning, way-finding or introspective signs that may be needed along the trails.

**67.56 - LANDFILL AND REFUSE SERVICES**

Provides for disposal fees at the landfill.

**67.65 - FENCING MATERIALS**

Provides for fencing materials to maintain the fences along the trails, especially along the Legacy Trail. Decrease from previous budget year due to the available stock on hand of fence replacement materials. Moving more of budget to generic line item (e.g Trails Maintenance Supplies) verse specific lines.

**PUBLIC WORKS – TRAILS MAINTENANCE  
2020/21 EXPENDITURES BUDGET DETAIL**

101.119.00 General Fund.Trails Maintenance.Non-Division

**SUPPLIES AND SERVICES (cont'd)**

**69.10 - EQUIPMENT - FUEL**

Provides for fuel for vehicles within the Trails Maintenance Division.

**69.70 - VEHICLES AND EQUIPMENT - REPAIR AND MAINTENANCE**

Provides for outside repairs of major equipment which are beyond the scope of the Fleet Maintenance Division.

**69.71 - VEHICLES AND EQUIPMENT - CHAINS**

Provides for the purchase of replacement chains and chain repair material for snow removal equipment used for Trails Maintenance.

**69.72 - VEHICLES AND EQUIPMENT - CUTTING EDGES**

Provides for the purchase of replacement cutting edges for trail equipment, buckets, snow blowers and plows.

**69.76 - FLEET MAINTENANCE ALLOCATION**

Provides for an allocation of the vehicle maintenance costs provided by the Fleet Maintenance Division. The costs are estimated using a three-year rolling average of the actual cost allocation. Actual costs allocated will reflect staff time and part costs incurred.

**CAPITAL OUTLAY**

**80.34 - FLEET REPLACEMENT FUND**

Provides funds for the eventual and identified replacement of the Trails Maintenance Division vehicles as part of the Town's Fleet Replacement Plan.

**OTHER**

**49.10 - TRANSFER IN FROM MEASURE R SALES TAX FUND**

Provides for funds transferred from the Measure R Sales Tax Fund (Trails) to the General Fund for reimbursement of 75% of the General Fund Trails Maintenance Division non-capital expenditures (except Professional Services, which is funded 100%) and 100% of the division's capital expenses.



*The Truckee River Legacy Trail is one of Truckee's most frequented paved trails. It connects the Glenshire housing subdivision with historic downtown and runs parallel to the Truckee River.*

## Town of Truckee Trails

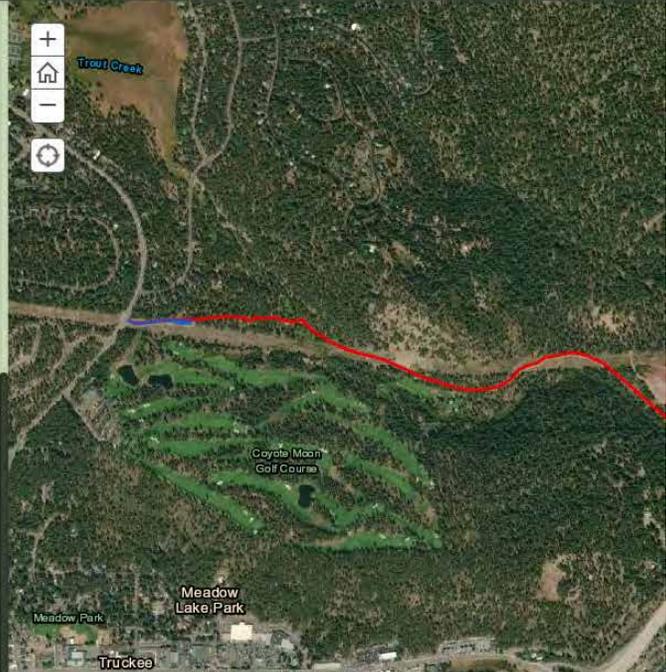
www.townoftruckee.com

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**Length:** 1.5 miles (from the Northwoods Blvd. to the Bridge St.)

**Description:** The Trout Creek Trail is a great commuter trail connecting the Tahoe Donner neighborhood to Downtown Truckee. Scenic views of distant peaks and nearby Trout Creek contribute to how delightful this trail is. Wildlife is abundant along Trout Creek and black bears have occasionally been spotted here too. One will find a steady elevation gain when accessing the trail from Downtown Truckee and a steady down grade when accessing the trail from Northwoods Blvd. This trail is plowed during the winter making it accessible year round!





*DID YOU KNOW: THE TOWN MAINTAINS A GIS MAP OF ALL THE PAVED TRAILS IN TOWN. BY VISITING <https://www.townoftruckee.com/government/truckee-trails-and-bikeways> YOU CAN ACCESS THE GIS DATABASE WHICH LISTS ALL THE TRAILS, A MYRIAD OF DETAILS REGARDING THE TRAIL AND A MAP OF WHERE THE TRAIL IS LOCATED.*

**PUBLIC WORKS - FACILITIES MAINTENANCE  
2020/21 EXPENDITURES BUDGET**

101.130.xx General Fund.Facilities Maintenance.xx		2018/19	2019/20	2019/20	2020/21	% CHG BUD	% CHG BUD
ACCOUNT		ACTUAL	AMENDED BUDGET	ESTIMATED ACTUALS	PROPOSED BUDGET	TO EA	TO BUD
<b>PERSONNEL</b>							
50.11	Wages - Regular Full-Time	379,055	415,955	370,445	407,400	10.0%	-2.1%
50.16	Wages - Readiness	-	6,642	1,000	5,535	453.5%	-16.7%
50.21	Standby Pay	-	2,100	172	2,100	1118.0%	
50.26	Standby Pay - Readiness	-	7,000	7,000	7,000		
50.31	Overtime - Regular Full-Time	4,868	3,000	3,000	3,000		
54.xx	Benefits	161,330	190,486	155,306	183,750	18.3%	-3.5%
54.61	Deferred Compensation	13,913	14,942	13,121	14,434	10.0%	-3.4%
54.81	RHS	1,108	1,136	1,134	1,260	11.1%	10.9%
55.71	Car Allowances	660	661	660	792	20.0%	19.8%
	<b>Total Personnel</b>	<b>560,934</b>	<b>641,923</b>	<b>551,839</b>	<b>625,271</b>	<b>13.3%</b>	<b>-2.6%</b>
<b>SUPPLIES &amp; SERVICES</b>							
<b>30</b>	<b>GENERAL</b>						
60.10	Clothing & Uniforms	3,313	3,000	4,300	3,500	-18.6%	16.7%
60.15	Education & Training	2,481	3,500	600	3,500	483.3%	
63.09	Physicals & Background Checks	726	1,000	900	1,000	11.1%	
63.33	Software Supplies	6,380	7,050	5,500	10,000	81.8%	41.8%
63.34	Safety Supplies	113	1,500	750	1,500	100.0%	
63.XX	Miscellaneous Office Expenses	11,778	13,350	13,200	13,550	2.7%	1.5%
66.10	Repair & Maint - Buildings	4,138	3,000	4,000	3,000	-25.0%	
66.50	Small Tools	2,728	3,000	2,650	3,000	13.2%	
67.15	Accidents & Damages	10,134	-	-	-		
69.10	Vehicles - Fuel	10,491	9,000	7,000	9,000	28.6%	
69.76	Fleet Maintenance Allocation	76,515	41,298	41,550	42,394	2.0%	2.7%
	<b>Subtotal General</b>	<b>128,799</b>	<b>85,698</b>	<b>80,450</b>	<b>90,444</b>	<b>12.4%</b>	<b>5.5%</b>
<b>31</b>	<b>TOWN HALL</b>	<b>238,724</b>	<b>234,800</b>	<b>231,550</b>	<b>242,800</b>	<b>4.9%</b>	<b>3.4%</b>
<b>32</b>	<b>DEPOT</b>	<b>54,511</b>	<b>55,888</b>	<b>45,703</b>	<b>56,000</b>	<b>22.5%</b>	<b>0.2%</b>
<b>33</b>	<b>RIVERVIEW YARD &amp; KENNEL</b>	<b>33,108</b>	<b>35,910</b>	<b>32,950</b>	<b>27,750</b>	<b>-15.8%</b>	<b>-22.7%</b>
<b>34</b>	<b>TAHOE DONNER YARD</b>	<b>16,017</b>	<b>22,300</b>	<b>17,900</b>	<b>21,550</b>	<b>20.4%</b>	<b>-3.4%</b>
<b>35</b>	<b>McIVER DAIRY SITE</b>	<b>199</b>	<b>1,000</b>	<b>5</b>	<b>500</b>	<b>9900.0%</b>	<b>-50.0%</b>
<b>36</b>	<b>ROUNDAABOUT LANDSCAPE MAINTENANCE</b>	<b>64,944</b>	<b>45,000</b>	<b>44,000</b>	<b>45,000</b>	<b>2.3%</b>	
<b>37</b>	<b>STEVENS LANE CORPORATION YARD</b>	<b>221,202</b>	<b>209,550</b>	<b>214,500</b>	<b>286,050</b>	<b>33.4%</b>	<b>36.5%</b>
<b>38</b>	<b>ANIMAL SHELTER</b>	<b>68,210</b>	<b>80,000</b>	<b>69,000</b>	<b>79,750</b>	<b>15.6%</b>	<b>-0.3%</b>
<b>39</b>	<b>TROUT CREEK POCKET PARK</b>	<b>-</b>	<b>1,000</b>	<b>-</b>	<b>1,000</b>		
	<b>Total Services &amp; Supplies</b>	<b>825,714</b>	<b>771,146</b>	<b>736,058</b>	<b>850,844</b>	<b>15.6%</b>	<b>10.3%</b>
<b>CAPITAL OUTLAY</b>							
<b>30</b>	<b>GENERAL</b>						
80.20	Computer Equipment	1,189	-	142	-	-100.0%	
80.34	Fleet Replacement Fund	11,000	11,000	11,000	11,000		
80.35	Machinery & Equipment	510	-	-	-		
	<b>Subtotal General</b>	<b>12,699</b>	<b>11,000</b>	<b>11,142</b>	<b>11,000</b>	<b>-1.3%</b>	
<b>31</b>	<b>TOWN HALL</b>						
80.05	Furniture & Fixtures	10,931	-	-	-		
	<b>Subtotal Town Hall</b>	<b>10,931</b>	<b>-</b>	<b>-</b>	<b>-</b>		
	<b>Total Capital Outlay</b>	<b>23,630</b>	<b>11,000</b>	<b>11,142</b>	<b>11,000</b>	<b>-1.3%</b>	
	<b>TOTAL</b>	<b>1,410,278</b>	<b>1,424,069</b>	<b>1,299,039</b>	<b>1,487,115</b>	<b>14.5%</b>	<b>4.4%</b>
<b>LESS: OFFSETTING</b>							
32.22	Pocket Park Maintenance Design	-	(18,700)	(22,170)	(879)		
46.32	CFD Labor Charges	-	-	-	(130,000)		
	<b>TOTAL NET EXPENDITURES</b>	<b>1,410,278</b>	<b>1,405,369</b>	<b>1,276,869</b>	<b>1,356,236</b>	<b>6.2%</b>	<b>-3.5%</b>

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**PUBLIC WORKS - FACILITIES MAINTENANCE  
2020/21 EXPENDITURES BUDGET DETAIL**

101.130.xx      General Fund.Facilities Maintenance

**ACTIVITY DESCRIPTION**

The Facilities Maintenance Division oversees the maintenance of properties owned or operated by the Town. Facilities personnel are responsible for maintaining and troubleshooting all building systems and conducting preventative maintenance for these systems. Properties maintained include the Town Hall building, the intermodal Depot, the Riverview Yard and Kennel, the Tahoe Donner Yard, the McIver Dairy site, Town-maintained roundabouts, the Stevens Lane Corporation Yard, the Animal Shelter, Transit shelters as well as the Brickelltown, Railyard, Joerger Ranch and Envision DPR Community Facilities Districts (CFDs). The CFD maintenance is budgeted under the Community Facilities division budget.

**PERSONNEL**

**50.11 - WAGES - REGULAR FULL-TIME**

Provides for 12% of the salary of the Director of Public Works/Town Engineer (DPW/TE), 45% of the salary of the Fleet and Facilities Manager, one (1) Senior Facilities Maintenance Worker, one (1) Facilities Maintenance Worker II, 50% of the wages of one (1) Facilities Maintenance Worker II, one (1) Facilities Maintenance Worker I, one (1) Landscape Maintenance Worker I, 25% of the wages of one (1) Geographic Information Systems Technician, 40% of the wages of one (1) Administrative Technician, and 12% of the wages of one (1) Administrative Technician. Some of these costs were allocated to the Brickelltown Maintenance District Fund, prior to FY20/21. Starting in FY20/21, the community facilities districts will reimburse the General Fund for personnel charges based on actual hours worked.

**50.16 – WAGES – READINESS**

Provides for one readiness employee to remain on-call for a 14-week period for on-call snow removal activities.

**50.21 - STANDBY PAY - REGULAR FULL TIME**

Provides for compensation to hourly personnel who must remain available for call-out during non-regular working hours for snow removal activities.

**50.26 - STANDBY PAY - READINESS**

Provides \$500 per week to a readiness employee to remain on-call for Facilities related snow removal activities for a 14-week period.

**50.31 - OVERTIME - REGULAR FULL-TIME**

Provides for overtime compensation, as needed (snow removal on weekends, emergencies, building attendant, etc.). Staff is recommending that the budget for this item remain consistent to accommodate for miscellaneous facilities projects as they occur. Due to the unforeseen nature of maintenance and repair projects, it is difficult to predict when additional staff hours may be needed.

**54.xx - BENEFITS**

Provides for the employer paid portion of Town-provided benefits such as the retirement pension costs, payroll taxes, health insurance, dental insurance, vision insurance, group life insurance and workers compensation insurance. While there are increases in retirement pension costs, the increase is being offset by un-funding of the Readiness position.

**54.61 - DEFERRED COMPENSATION**

Provides for deferred compensation as negotiated by the Town's employee groups.

**54.81 - RETIREMENT HEALTH SAVINGS (RHS)**

Provides for RHS as negotiated by the Town's employee groups.

**55.71 - CAR ALLOWANCE**

Provides for the use of the DPW/TE's private vehicle on Town business (12%).

**PUBLIC WORKS - FACILITIES MAINTENANCE  
2020/21 EXPENDITURES BUDGET DETAIL**

101.130.xx      General Fund.Facilities Maintenance

**SUPPLIES AND SERVICES**

**30 - GENERAL EXPENDITURES**

**60.10 - CLOTHING AND UNIFORMS**

Provides for shirts, pants, winter coveralls and rain gear. Also provides for a boot allowance of \$300 per eligible employee every two years as negotiated with employee groups.

**60.15 - EDUCATION AND TRAINING**

Provides for miscellaneous trade classes, computer training, training for the Fleet/Facilities Manager and conferences as needed.

**63.09 - PHYSICALS AND BACKGROUND CHECKS**

Provides for the costs of random substance testing and physicals per Department of Transportation regulations.

**63.33 - SOFTWARE SUPPLIES**

Provides for the following:

- A portion of the annual software maintenance and licensing costs for Cartegraph Operating Management System (OMS), an asset management and inventory tracking system.
- One (1) annual Enterprise Service License for ESRI, the Town's GIS software to integrate Cartegraph into the GIS system.

**63.34 - SAFETY SUPPLIES**

Provides for miscellaneous safety supplies such as gloves, vests, first aid kits, extinguishers, etc.

**63.XX - MISCELLANEOUS OFFICE EXPENSES**

Provides for office supplies; position advertising as needed; memberships as requested by the Fleet Facilities Manager; copier usage based on monthly meter readings including ink and maintenance; freight or postage as needed; an allocation of the Town's phone network; an allocation of the Town's optical fiber internet connection; a portion of staff cellular phone service and equipment; and small items as needed.

**66.10 - REPAIR AND MAINTENANCE - BUILDINGS**

Provides for the cost of miscellaneous repairs needed throughout Town facilities that are not associated with a specific facility broken out in this division's budget.

**66.50 - SMALL TOOLS**

Provides for the purchase of miscellaneous hand tools such as shop vacuums, wheelbarrows, levels, ladder, clamps, work lights, shovels, rakes and brooms.

**69.10 - VEHICLES - FUEL**

Provides for fuel costs for the Facility Maintenance Division's vehicles and snow removal equipment operated by Facilities staff. Fuel estimates are based on a five-year average mileage and an average fuel cost, adjusted for expected gas price increases.

**31 - TOWN HALL**

Provides for all costs associated with the upkeep and maintenance of the Town Hall facility including janitorial services and supplies, utility costs, elevator maintenance, and supplies associated with building repairs and maintenance. Increase is for increased elevator maintenance costs and an increased budget for building maintenance costs to align the budget with the average spending over the past several years.

**PUBLIC WORKS - FACILITIES MAINTENANCE  
2020/21 EXPENDITURES BUDGET DETAIL**

101.130.xx      General Fund.Facilities Maintenance

**32 - DEPOT**

Provides for all costs associated with the upkeep and maintenance at the intermodal Depot facility including janitorial supplies, utilities and the Town's portion of the Brickelltown community facilities district assessment. The increase is to cover the assessment increase for the maintenance district.

**33 - RIVERVIEW YARD AND KENNEL**

Provides for all costs associated with the upkeep and maintenance at the Riverview Yard and Kennel including janitorial supplies and services, utilities and supply costs for maintenance. Currently, the Town's transit provider is occupying the space but will move to the new public service center location as soon as construction is complete. As such, there is a decrease in the utility budget for when the facility becomes vacant. New uses for this site are currently in the planning phases.

**34 - TAHOE DONNER YARD**

Provides for all costs associated with the upkeep and maintenance at the Tahoe Donner Yard including janitorial supplies and services, utilities and supplies for maintenance. This location is only used for snow removal activity and is unoccupied otherwise.

**35 - McIVER DAIRY SITE**

Provides for all costs associated with the upkeep and maintenance at the McIver Dairy Site mostly related to garbage control at the sled hill.

**36 - ROUNDABOUT LANDSCAPE MAINTENANCE**

Provides for all costs associated with the upkeep and maintenance at the roundabouts within Town including water for landscaping, lighting, and supplies for repairs, plant replacements, irrigation, etc. This also includes litter abatement.

**37 - STEVENS LANE CORPORATION YARD**

Provides for all costs associated with the upkeep and maintenance at the Stevens Lane Corporation Yard including janitorial supplies and services, utilities, elevators maintenance and supplies for building maintenance. The Town expects to complete construction on two new garages and office space in the fall (See C1609 in the CIP budget). As such, the elevator maintenance, janitorial and utility budgets increases have been included to account for maintenance within the new spaces.

**38 - ANIMAL SHELTER**

Provides for all costs associated with the upkeep and maintenance at the animal shelter including janitorial supplies, utilities and supplies for building maintenance. The Animal Shelter is operated in collaboration with the Humane Society of Truckee Tahoe (HSTT). Actual utility and building maintenance costs are split 50/50 between the Town and the Humane Society. The Town's 50% portion is included in this budget.

**39 - TROUT CREEK POCKET PARK**

63.35 - GENERAL SUPPLIES

Provides for all costs associated with the upkeep and maintenance such snow removal, paver and amenity maintenance as well as dog waste bags and trash bags.

**CAPITAL OUTLAY**

**30 - GENERAL EXPENDITURES**

80.34 - FLEET REPLACEMENT FUND

Provides funds for the eventual and identified replacement of the Facilities Maintenance Division vehicles as part of the Town's Fleet Replacement Plan.

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**PUBLIC WORKS - COMMUNITY FACILITY DISTRICTS  
2020/21 EXPENDITURES BUDGET**

21\*.000.00

ACCOUNT		2018/19	2019/20	2019/20	2020/21	% CHG BUD TO EA	% CHG BUD TO BUD
		ACTUAL	AMENDED BUDGET	ESTIMATED ACTUALS	PROPOSED BUDGET		
<b>PERSONNEL</b>							
50.11	Wages - Regular Full-Time	27,324	23,224	27,000	-	-100.00%	-100.0%
50.21	Standby Pay - Regular Full-Time	-	1,500	9	-	-100.00%	-100.0%
50.31	Overtime - Regular Full-Time	1,093	2,000	500	-	-100.00%	-100.0%
54.xx	Benefits	11,809	9,280	11,396	-	-100.00%	-100.0%
54.61	Deferred Compensation	975	1,059	930	-	-100.00%	-100.0%
54.81	RHS	152	156	156	-	-100.00%	-100.0%
55.71	Car Allowances	132	133	132	-	-100.00%	-100.0%
	<b>Total Personnel <sup>1</sup></b>	<b>41,485</b>	<b>37,353</b>	<b>40,124</b>	<b>-</b>	<b>-100.0%</b>	<b>-100.0%</b>
<b>SUPPLIES &amp; SERVICES</b>							
<b>212.000.00</b>	<b>BRICKELLTOWN MAINTENANCE DISTRICT</b>						
61.00	Professional Services - Labor	3,000	4,000	3,000	40,000	1233.33%	900.0%
63.09	Physicals & Backgrounds	10	-	-	-	-	-
63.33	Software Supplies	2,875	2,900	2,050	-	-100.00%	-100.0%
63.35	General Supplies	2,120	500	-	-	-	-100.0%
63.70	Telephone	10	-	100	-	-100.00%	-
63.71	Landscaping Supplies	3,108	4,000	1,000	-	-100.00%	-100.0%
63.75	Utilities	3,474	5,000	4,200	5,000	19.05%	-
66.10	Repair & Maint - Streetscaping	1,478	3,000	12,000	15,000	25.00%	400.0%
67.01	Special Assessment Fees	228	500	350	500	42.86%	-
68.51	Land Leases	-	-	-	4,000	-	100.0%
77.10	Transfers Out	5,366	5,458	9,984	9,127	-8.58%	67.2%
	<b>Subtotal Brickelltown Maintenance District</b>	<b>21,669</b>	<b>25,358</b>	<b>32,684</b>	<b>73,627</b>	<b>125.27%</b>	<b>190.35%</b>
<b>213.000.00</b>	<b>JOERGER RANCH TRAILS MAINTENANCE FUND</b>						
61.00	Professional Services - Labor	22,223	-	-	5,000	-	100.0%
63.75	Utilities	-	-	-	4,000	-	100.0%
66.10	Repair & Maint - Streetscaping	-	-	-	2,500	-	100.0%
67.01	Special Assessment Fees	-	-	-	500	-	100.0%
77.10	Transfers Out	-	-	-	9,492	-	100.0%
	<b>Subtotal Joerger Ranch Maintenance Fund</b>	<b>22,223</b>	<b>-</b>	<b>-</b>	<b>21,492</b>	<b>-</b>	<b>-</b>
<b>214.000.00</b>	<b>RAILYARD MAINTENANCE DISTRICT FUND</b>						
61.00	Professional Services - Labor	6,149	-	-	40,000	-	100.0%
63.33	Software Supplies	-	-	1,700	-	-100.00%	-
63.75	Utilities	-	1,000	7,000	10,000	42.86%	900.0%
66.10	Repair & Maint - Streetscaping	-	20,000	150	45,000	29900.00%	125.0%
67.01	Special Assessment Fees	-	-	500	500	-	100.0%
77.10	Transfers Out	-	-	-	28,115	-	100.0%
	<b>Subtotal Railyard Maintenance District Fund</b>	<b>6,149</b>	<b>21,000</b>	<b>9,350</b>	<b>123,615</b>	<b>1222.08%</b>	<b>488.64%</b>
<b>218.000.00</b>	<b>DONNER PASS ROAD MAINTENANCE DISTRICT FUND</b>						
61.00	Professional Services - Labor	-	-	-	40,000	-	100.0%
63.75	Utilities	-	-	3,500	4,000	14.29%	100.0%
66.10	Repair & Maint - Streetscaping	-	-	-	5,000	-	100.0%
67.01	Special Assessment Fees	-	-	-	500	-	100.0%
77.10	Transfers Out	-	-	-	28,842	-	100.0%
	<b>Subtotal Donner Pass Road Maintenance District Fund</b>	<b>-</b>	<b>-</b>	<b>3,500</b>	<b>78,342</b>	<b>2138.33%</b>	<b>-</b>
<b>219.000.00</b>	<b>COLDSTREAM MAINTENANCE DISTRICT FUND</b>						
61.00	Professional Services - Labor	-	-	-	5,000	-	100.0%
63.75	Utilities	-	-	-	2,000	-	100.0%
66.10	Repair & Maint - Streetscaping	-	-	-	3,500	-	100.0%
67.01	Special Assessment Fees	-	-	-	500	-	100.0%
77.10	Transfers Out	-	-	-	5,246	-	100.0%
	<b>Subtotal Donner Pass Road Maintenance Fund</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>16,246</b>	<b>-</b>	<b>-</b>
	<b>Total Supplies &amp; Services</b>	<b>50,041</b>	<b>46,358</b>	<b>45,534</b>	<b>313,322</b>	<b>588.11%</b>	<b>575.87%</b>
	<b>TOTAL</b>	<b>91,527</b>	<b>83,711</b>	<b>85,657</b>	<b>313,322</b>	<b>265.8%</b>	<b>274.3%</b>

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**PUBLIC WORKS – MAINTENANCE DISTRICT FUNDS  
2020/21 EXPENDITURES BUDGET DETAIL**

21x.000.00	Maintenance District Fund.Non-Division
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**ACTIVITY DESCRIPTION**

The Maintenance District Divisions are responsible for keeping the Town’s facilities improvement districts maintained and safe for public users. The maintenance performed includes, but is not limited to, hand snow removal, sweeping, landscape maintenance, hardscape maintenance, paver maintenance, concrete and curb maintenance, litter abatement, filing dog waste bags dispensers, emptying trash and recycling receptacles, pressure washing sidewalks and amenities cleaning. The budget is funded through parcel charges to the property owners within the district. It is accounted for as a special revenue fund and all revenues and expenses associated with the each district are transacted within that fund.

Starting in FY20/21, the maintenance district funds will pay for personnel costs via a transfer rather than allocating employee costs directly to the funds. The costs will be accounted for in the Professional Services account in each District’s fund.

Except as noted otherwise, the admin fee is an allocation of general Town operating costs and costs required for the Facilities Division operations including uniforms and training. The districts are also responsible for repaying the General Fund for the purchase of a compact snow blower used for sidewalk snow removal. This cost is split among the districts and the amount owed is based on the districts sidewalk miles. The total cost is expected to be repaid within five years.

FY20/21 is the first year of operations for the Joerger Ranch, Railyard, Donner Pass Road and Coldstream Maintenance Districts. The costs budgeted to each district will fluctuate over the next couple of years as staff works to determine the appropriate level of expenses necessary for the maintenance of each area.

**SUPPLIES AND SERVICES**

**212 - BRICKELLTOWN MAINTENANCE DISTRICT FUND**

This district covers the streetscaped area from the McIver roundabout to the Depot along Donner Pass Road. Provides for the costs associated with maintaining the district area as prescribed by the maintenance district resolution. The admin fee is calculated by the maintenance district resolution and is increased annually via a CPI.

**213 – JOERGER RANCH MAINTENANCE DISTRICT FUND**

This district covers the streetscaped areas and landscaping at the corner of Soaring Way and Joerger Drive, including the roundabout. Provides for the costs associated with maintaining the district area as prescribed by the maintenance district resolution.

**214 – RAILYARD MAINTENANCE DISTRICT FUND**

This district covers the streetscaped areas, medians, round a bout and landscaping in the Railyard area near historic downtown Truckee. Provides for the costs associated with maintaining the district area as prescribed by the maintenance district resolution.

**218 – DONNER PASS ROAD MAINTENANCE DISTRICT FUND**

This district covers the streetscaped areas, medians and landscaping on Donner Pass Road from the 89 South intersections west to Coldstream. Provides for the costs associated with maintaining the district area as prescribed by the maintenance district resolution.

**219 – COLDSTREAM MAINTENANCE DISTRICT FUND**

This district covers the streetscaped areas, landscaping and the round a bout in the Coldstream project area. Provides for the costs associated with maintaining the district area as prescribed by the maintenance district resolution.

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## SECTION 6 - COMMUNITY DEVELOPMENT EXPENDITURES



*HISTORIC DOWNTOWN TRUCKEE IS A CORE COMPONENT OF TRUCKEE'S ECONOMIC BASE.*

### COMMUNITY DEVELOPMENT ORGANIZATION CHART

PLANNING EXPENDITURES

BUILDING & SAFETY EXPENDITURES

CODE COMPLIANCE EXPENDITURES

### COMMUNITY DEVELOPMENT ORGANIZATION CHART 2020/21 BUDGET



**COMMUNITY DEVELOPMENT - PLANNING  
2020/21 EXPENDITURES BUDGET**

101.120.00 General Fund.Planning.Non-Division

ACCOUNT		2018/19 ACTUAL	2019/20 AMENDED BUDGET	2019/20 ESTIMATED ACTUALS	2020/21 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
<b>PERSONNEL</b>							
50.11	Wages - Regular Full-Time	621,776	645,677	629,689	726,431	15.4%	12.5%
50.15	Wages - Temporary	-	6,000	-	57,013		850.2%
50.19	Wages - Planning Commissioners	11,723	12,000	11,200	12,001	7.2%	0.0%
50.31	Overtime - Regular Full-Time	45	5,000	187	5,000	2570.7%	
54.xx	Benefits	237,889	246,588	234,965	334,367	42.3%	35.6%
54.61	Deferred Compensation	23,361	24,741	26,000	26,702	2.7%	7.9%
54.81	RHS	6,382	5,600	6,514	5,841	-10.3%	4.3%
55.71	Car Allowances	2,340	2,340	2,340	2,340		
<b>Total Personnel</b>		<b>903,516</b>	<b>947,946</b>	<b>910,895</b>	<b>1,169,695</b>	<b>28.4%</b>	<b>23.4%</b>
<b>SUPPLIES &amp; SERVICES</b>							
60.15	Education & Training	20,839	26,000	9,000	22,000	144.4%	-15.4%
61.00	Professional Services	26,364	35,000	22,000	40,000	81.8%	14.3%
63.05	Advertising	9,099	10,000	9,300	20,000	115.1%	100.0%
63.25	Membership & Dues	1,956	2,100	3,500	3,200	-8.6%	52.4%
63.30	Document Imaging	-	500	-	500		
63.33	Software Supplies	5,032	4,300	6,830	6,000	-12.2%	39.5%
63.35	General Supplies	12,889	14,000	13,050	13,000	-0.4%	-7.1%
63.40	Permits, Licenses & Fees	1,165	-	-	-		
63.50	Postage, Freight, & Delivery	4,170	2,800	7,200	7,000	-2.8%	150.0%
63.55	Printing	-	250	-	250		
63.56	Publications	1,036	750	750	750		
63.70	Telephone	3,225	3,500	3,500	3,500		
69.10	Vehicles - Mileage	123	250	250	250		
<b>Total Supplies &amp; Services</b>		<b>85,899</b>	<b>99,450</b>	<b>75,380</b>	<b>116,450</b>	<b>54.5%</b>	<b>17.1%</b>
<b>CAPITAL OUTLAY</b>							
80.05	Furniture & Fixtures	-	-	5,000	-	-100.0%	
80.20	Computer Equipment	2,378	3,500	3,500	3,900	11.4%	11.4%
<b>Total Capital Outlay</b>		<b>2,378</b>	<b>3,500</b>	<b>8,500</b>	<b>3,900</b>	<b>-54.1%</b>	<b>11.4%</b>
<b>TOTAL</b>		<b>991,794</b>	<b>1,050,896</b>	<b>994,775</b>	<b>1,290,045</b>	<b>29.7%</b>	<b>22.8%</b>



*THE PLANNING DIVISION OF THE TOWN OF TRUCKEE HAS BEEN DEDICATING A SUBSTANTIAL AMOUNT OF THEIR TIME TO THE DEVELOPMENT OF THE 2040 GENERAL PLAN. MORE DETAILS REGARDING THIS PROJECT CAN BE FOUND IN C1903 GENERAL PLAN UPDATE. COVID-19 THREW A WRENCH INTO THE TOWN'S NORMAL ROBUST COMMUNITY ENGAGEMENT PROCESSES. STAFF HELD VIRTUAL WORKSHOPS THAT ALLOWED INTERESTED PARTIES TO PROVIDE THEIR INPUT ON THEIR OWN TIME FROM THE COMFORT OF THEIR HOMES. ALTHOUGH STAFF PREFERS TO HAVE WORKSHOPS IN PERSON, THERE WAS AN IMPRESSIVE AMOUNT OF PARTICIPATION AND STAFF WAS GLAD TO SEE THE ACTIVE PARTICIPATION OF THE COMMUNITY IN SUCH AN IMPORTANT PROCESS.*

**COMMUNITY DEVELOPMENT - PLANNING  
2020/21 EXPENDITURES BUDGET DETAIL**

101.120.00      General Fund.Planning.Non-Division

**ACTIVITY DESCRIPTION**

The Community Development Department's (CDD) Planning Division is responsible for a wide variety of land use planning activities including current planning (development review) and long-range planning (comprehensive plans), public information and Development Code compliance. It provides staff support to the Town Council (elected representatives), the Planning Commission (appointed citizen planners), Historic Preservation Advisory Commission (HPAC) (appointed citizens) and the community at-large. The Town Council provides overall policy direction, adopts ordinances and regulations and acts as the hearing body for appeals of Planning Commission and staff decisions. The Council also prioritizes projects, thereby setting the policy direction for the use of the division's time and resources. The Planning Commission provides policy recommendations to the Town Council and functions as a hearing body for larger projects within the Town. The HPAC is advisory to staff, the Planning Commission and Council for projects within the Downtown Specific Plan Area.

Planning resources are devoted to the processing of development applications (which continue to increase in volume annually), the administration of ongoing programs and creation of and updates to planning policy documents. This includes mandatory services such as the processing of land use and zoning applications, review of building permits, inspections of development projects, General Plan implementation and public assistance. Substantial planning resources are also being applied to the following: 2040 General Plan Update (including Downtown Specific Plan Update and Climate Action Plan) initiated in November 2018; Affordable Housing and Housing Element implementation including the SB-2 process (State grant funding to pursue rezoning for housing opportunities); Caltrans Sustainable Communities Grant Envision Donner Pass Road land use plan creation, climate change and sustainability initiatives, quality customer service and meaningful community engagement.

The Planning Division will administer various professional service contracts during FY20/21. The primary contract is for the 2040 General Plan Update for planning consulting services and the environmental impact report. The Planning Division will also administer contracts for SB-2 (rezoning for housing opportunities) and the Caltrans Sustainable Communities Grant Envision Donner Pass Road land use plan. Other contracts will be implemented for surveying, traffic studies and special studies as needed; much of these other contract funds are "pass through" funds (i.e. the contracts are paid by fees from the applicant). This means that they are not reflected in the budget, but demonstrate the additional activities undertaken by planning staff for land-use permitting activity.

The Planning Division utilizes a contract grant administrator to assist with grant administration and housing program consultation, compliance and monitoring. Grant administrator hours are budgeted within professional services in this budget in the amount of \$30,000, a 50% increase over FY19/20. The Town was awarded a grant of approximately \$221k for FY19/20 from CalTrans for the development of an integrated land use, urban design and transportation plan for the Donner Pass Road corridor. The Town was also awarded \$160,000 of SB-2 Planning Grants Program money by the State Department of Housing and Community Development to accelerate housing production (i.e.-rezoning opportunity sites for increased housing density). With the addition of a Housing Program Manager staff position, it is likely the Town will apply for more housing-specific grants over the next year and will be managing several new housing programs and grants that will require more administrative support from the grant administrator. In addition, the Artist Lofts, Coburn Crossing, and Frishman Hollow II will require annual monitoring, which are new to the FY20/21 budget.

The proposed Planning Division budget is more than the FY19/20 budget primarily due to the addition of staff as well as increases in professional services and advertising. Proposed staff changes include a promotional opportunity of Development Services Technician to Assistant Planner, hours for a temporary Senior Planner (1,100 hours), and deletion of the planning intern position. The planning division workload has increased consistently over the last year resulting in several overlapping public processes with more anticipated in FY20/21.

**COMMUNITY DEVELOPMENT - PLANNING  
2020/21 EXPENDITURES BUDGET DETAIL**

101.120.00      General Fund.Planning.Non-Division

**PERSONNEL**

**50.11 - WAGES - REGULAR FULL-TIME**

Provides for 65% of the salary of the Director of Community Development, 90% of the salary of the Planning Manager, one (1) Associate Planner, 50% of the salary of one (1) Administrative Analyst II (50% to Sustainability), three (3) Assistant Planners, one (1) Development Services Technician, and one (1) Administrative Technician.

**50.15 - WAGES - TEMPORARY**

Provides for 1,100 hours for one Senior Planner to assist the Planning department. FY19/20 budget was for a temporary intern. This position never filled and was discontinued.

**50.19 - WAGES - PLANNING COMMISSIONERS**

Provides for \$200 per month for each of the five (5) planning commissioners. As provided by the Government Code, the Town Council can vote to increase the planning commission stipend, but no increase is included in this budget.

**50.31 - OVERTIME - REGULAR FULL-TIME**

Provides for overtime compensation to non-exempt personnel to work in addition to regular working hours to attend night meetings. Staff attempts to minimize overtime whenever possible. Due to the unexpected nature of major development applications, an overtime budget is necessary.

**54.xx - BENEFITS**

Provides for the employer paid portion of Town-provided benefits such as the retirement pension costs, payroll taxes, health insurance, dental insurance, vision insurance, group life insurance and workers compensation insurance. The increase in related to the addition of one position and the part-time Senior Planner, in addition to rising retirement pension costs.

**54.61 - DEFERRED COMPENSATION**

Provides for deferred compensation as negotiated by the Town's employee groups.

**54.81 - RETIREMENT HEALTH SAVINGS (RHS)**

Provides for RHS as negotiated by the Town's employee groups.

**55.71 - CAR ALLOWANCE**

Provides for the use of the DCD's private vehicle on Town business (65%).

**SUPPLIES AND SERVICES**

**60.15 - EDUCATION AND TRAINING**

Provides for staff members, Planning Commission and HPAC attendance at a variety of training and educational seminars, as well as conferences. This includes attendance at trainings and seminars through the American Planning Association (APA) and APA California, League of California Cities, and Urban Land Institute among others. For FY20/21 additional emphasis will be placed on staff development surrounding sustainability and climate change, quality customer service and public engagement strategies.

**61.00 - PROFESSIONAL SERVICES**

Provides for special projects including grant applications and administration, housing and sustainability activities and programs including implementation and monitoring. This line provides \$30,000 for housing and grant specific consulting.

**63.05 - ADVERTISING**

Provides for public hearing and meeting, workshop, neighborhood meeting and Town project legal notices and display ads. Costs associated with land-use permit applications are paid under this account, but fully reimbursed by project applicants. Includes funding for Facebook ads, radio ads and business texting (short message service) to send text messages to land-use permit applicants, contractors, etc. as applicable.

**COMMUNITY DEVELOPMENT - PLANNING  
2020/21 EXPENDITURES BUDGET DETAIL**

101.120.00      General Fund.Planning.Non-Division

**SUPPLIES AND SERVICES (cont'd)**

**63.25 - MEMBERSHIP AND DUES**

Provides for annual memberships with the American Planning Association (APA) and the American Institute of Certified Planners (AICP).

**63.30 - DOCUMENT IMAGING**

Provides for scanning of large documents. Scanning and imaging of regular-size documents into the Town's document repository system is included in the Town Clerk's budget.

**63.33 - SOFTWARE SUPPLIES**

Provides for the following:

- Two (2) licenses for Adobe In-Design (publishing software) (\$250 each) and one (1) license to Adobe Creative Cloud (PDF software) (\$600).
- One license to RealQuest, a property and ownership search engine (\$1,720).
- One (1) Prezi account and one Canva subscription, presentation software (\$350).
- Eight (10) annual subscriptions for Adobe Acrobat Pro (\$165 each).
- Planning Division share of Cartegraph / Esri GIS license cost (\$1,200).

**63.35 - GENERAL SUPPLIES**

Provides for paper, workshop and neighborhood meeting supplies (e.g.-dots, pens, stickers, tape, note pads, large format post-it pads, drinks and snacks), meals for Planning Commissioners prior to meetings, and other miscellaneous items.

**63.50 - POSTAGE, FREIGHT, AND DELIVERY**

Provides for postage and mailing cost including noticing for public hearings for land use applications and Town-sponsored projects. Increase to account for the United States Postal Service postage increase during FY20/21.

**63.55 - PRINTING**

Provides for printing of business cards, maps and large planning documents.

**63.56 - PUBLICATIONS**

Provides for book purchases to assist staff in code and land use interpretations as well as to understand emerging land use and climate change policies and trends.

**63.70 - TELEPHONE**

Provides for an allocation of costs for the Town-wide base and long distance phone plan, the optical fiber internet connection, and miscellaneous charges associated with the Town's Cisco phone system. Also provides for staff cellular phone service and equipment.

**69.10 - VEHICLES - FUEL**

Provides payment to staff for use of a private vehicle on Town business.

**CAPITAL OUTLAY**

**80.20 - COMPUTER EQUIPMENT**

Provides for replacement of one (1) computer for the Development Services Technician with two 24-inch monitors (\$1,850) and one (1) laptop for the Community Development Director (\$1,650).

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**COMMUNITY DEVELOPMENT - BUILDING and SAFETY  
2020/21 EXPENDITURES BUDGET**

504.000.00 Building and Safety Fund.Non-Department.Non-Division		2018/19	2019/20	2019/20	2020/21	% CHG BUD	% CHG BUD
ACCOUNT		ACTUAL	AMENDED BUDGET	ESTIMATED ACTUALS	PROPOSED BUDGET	TO EA	TO BUD
<b>PERSONNEL</b>							
50.11	Wages - Regular Full-Time	570,909	631,575	542,631	653,520	20.4%	3.5%
50.15	Wages - Temporary	-	13,750	-	13,750		
50.31	Overtime - Regular Full-Time	2,073	7,500	1,500	7,500	400.0%	
54.xx	Benefits	231,783	230,385	180,111	272,913	51.5%	18.5%
54.61	Deferred Compensation	18,170	20,411	19,497	20,492	5.1%	0.4%
54.81	RHS	2,398	2,420	2,385	2,616	9.7%	8.1%
55.71	Car Allowances	1,260	1,260	1,260	1,260	0.0%	
55.80	Compensated Absences	7,386	4,148	7,485	8,421	12.5%	103.0%
	<b>Total Personnel</b>	<b>833,980</b>	<b>911,449</b>	<b>754,869</b>	<b>980,472</b>	<b>29.9%</b>	<b>7.6%</b>
<b>SUPPLIES &amp; SERVICES</b>							
60.10	Clothing & Uniforms	511	2,000	500	1,000	100.0%	-50.0%
60.15	Education & Training	23,014	30,000	15,000	30,000	100.0%	
61.00	Professional Services	123,070	150,000	175,000	150,000	-14.3%	
63.01	Administrative Overhead	218,675	259,913	231,296	328,664	42.1%	26.5%
63.02	Code Compliance	70,483	80,388	79,472	72,810	-8.4%	-9.4%
63.05	Advertising	1,784	1,000	1,000	1,000		
63.25	Membership & Dues	679	4,500	2,500	3,000	20.0%	-33.3%
63.30	Document Imaging	304	5,000	5,000	5,000		
63.33	Software Supplies	13,386	15,600	18,000	15,600	-13.3%	
63.35	General Supplies	3,091	3,500	3,500	3,500		
63.45	Photocopying	1,070	1,500	1,000	1,500	50.0%	
63.50	Postage, Freight, & Delivery	135	750	250	300	20.0%	-60.0%
63.55	Printing	102	500	1,000	500	-50.0%	
63.56	Publications	-	5,000	5,000	5,000		
63.70	Telephone	5,874	7,500	6,000	7,500	25.0%	
63.80	Credit Card Fees	20,057	35,000	45,000	35,000	-22.2%	
66.20	Repair & Maint - Office Equip	-	1,500	-	1,500		
66.50	Small Tools	325	750	-	750		
68.50	Rent - Office Space	52,248	48,328	42,070	42,861	1.9%	-11.3%
69.10	Vehicles - Fuel	5,909	7,500	5,000	6,000	20.0%	-20.0%
69.70	Vehicles - Repair & Maint	54	250	250	250		
69.76	Fleet Maintenance Allocation	15,519	13,829	13,913	14,196	2.0%	2.7%
	<b>Total Supplies &amp; Services</b>	<b>556,290</b>	<b>674,308</b>	<b>650,751</b>	<b>725,931</b>	<b>11.6%</b>	<b>7.7%</b>
<b>CAPITAL OUTLAY</b>							
77.10	Transfer to CIP Fund	20,628	5,000	13,080	42,000	221.1%	740.0%
80.20	Computer Equipment	5,408	15,100	7,500	1,700	-77.3%	-88.7%
89.00	Depreciation Expense	17,750	3,280	3,280	2,697	-17.8%	-17.8%
	<b>Total Capital Outlay</b>	<b>43,786</b>	<b>23,380</b>	<b>23,860</b>	<b>46,397</b>	<b>94.5%</b>	<b>98.4%</b>
	<b>TOTAL</b>	<b>1,434,056</b>	<b>1,609,137</b>	<b>1,429,480</b>	<b>1,752,800</b>	<b>22.6%</b>	<b>8.9%</b>
80.70	Less: Capital Assets	-	(10,000)	-	-		-100.0%
	<b>TOTAL NET EXPENDITURES</b>	<b>1,434,056</b>	<b>1,599,137</b>	<b>1,429,480</b>	<b>1,752,800</b>	<b>22.6%</b>	<b>9.6%</b>



*BUILDING ACTIVITY WAS DEEMED ESSENTIAL THROUGHOUT THE GOVERNOR'S STAY-AT-HOME ORDER AND THE TOWN OF TRUCKEE BUILDING & SAFETY DIVISION WORKED HARD TO KEEP BUILDING SERVICES UP AND RUNNING THROUGHOUT THE PANDEMIC. DUE TO SOME QUICK WORK BY THE TOWN'S FACILITIES MAINTENANCE TEAM WHO INSTALLED PLEXIGLASS SAFETY BARRIERS, THE BUILDING AND SAFETY DIVISION WAS ABLE TO OPEN FOR APPOINTMENTS IN EARLY SUMMER AND IN AUGUST OF 2020, OPENED THE DOORS FOR IN-PERSON SAME-DAY SERVICE.*

**COMMUNITY DEVELOPMENT – BUILDING and SAFETY  
2020/21 EXPENDITURES BUDGET DETAIL**

504.000.00 Building and Safety Fund.Non-Department.Non-Division

**ACTIVITY DESCRIPTION**

The Building and Safety Division of the Community Development Department (CDD) is responsible for protecting the public in the built environment. The Division monitors and enforces State and Town codes and regulations concerning the safety of buildings and structures built and maintained within the Town limits. Activities include intake and routing plans to Town divisions and departments, checking plans for engineering and code compliance, coordinating comments for Town departments, issuing permits, answering code questions, providing public information and inspecting new and existing buildings and structures within the jurisdiction.

It is anticipated that FY20/21 constructions levels will be similar for smaller residential dwellings with status quo in larger projects and commercial development compared to FY19/20 levels. The budget estimates 100 new single family dwellings, slightly higher than FY19/20 budget.

An office assistant position that was vacated during FY19/20, is not budgeted for FY20/21. Instead Building and Safety will use 25% of the time of Planning's Administrative Technician. The FY19/20 budget included a Plans Examiner position that was never filled. This position is budgeted for FY20/21.

During FY20/21, staff will continue to cross-train to better serve the Building Division and the community needs. This will allow for advancement of incumbents to higher level positions within their classifications while providing at least the same or enhanced level of service to the community.

**PERSONNEL**

**50.11 - WAGES - REGULAR FULL-TIME**

Provides for 35% of the salary of the Director of Community Development (DCD), a Chief Building Official, one (1) Plans Examiner II, one (1) Plans Examiner I, two (2) Building Inspector II, two (2) Development Services Technicians and one (1) office assistant. The Building Supervisor is currently working to complete the training and certificate programs necessary to become the Town of Truckee's Chief Building Official and it is expected that all requirements will be met by the passage of this budget.

**50.15 - WAGES - TEMPORARY**

Provides for one (1) temporary Office Assistant to provide additional coverage for the Building Division during the peak construction season (summer months).

**50.31 - OVERTIME - REGULAR FULL-TIME**

Provides for overtime compensation to non-exempt personnel to work in addition to their regular working hours. This time is needed to address peak season construction demands, after-hours inspections, or after-hour call-outs for emergency services (i.e. red tagging a building after a fire). Overtime costs remain low as staff have utilized their option to convert overtime to compensatory time-off, which is booked into wages regular full-time when utilized (similar to vacation). This budget will remain at a consistent level despite prior year usage to ensure that funds are available should employees elect to get paid for overtime rather than banking it.

**54.xx - BENEFITS**

Provides for the employer paid portion of Town-provided benefits such as the retirement pension costs, payroll taxes, health insurance, dental insurance, vision insurance, group life insurance and workers compensation insurance. Position vacancy savings are offset by increases in retirement pension costs.

**54.61 - DEFERRED COMPENSATION**

Provides for deferred compensation as negotiated by the Town's employee groups.

**COMMUNITY DEVELOPMENT – BUILDING and SAFETY  
2020/21 EXPENDITURES BUDGET DETAIL**

504.000.00 Building and Safety Fund.Non-Department.Non-Division

**PERSONNEL (cont'd)**

54.81 - RETIREMENT HEALTH SAVINGS (RHS)

Provides for RHS as negotiated by the Town's employee groups.

55.71 - CAR ALLOWANCE

Provides for the use of the DCD's private vehicle on Town business (35%).

55.80 - COMPENSATED ABSENCES

For this enterprise fund, this account will incur the liability of the unused portion of vacation, sick and compensatory time in accordance with the accounting rules for enterprise funds.

**SUPPLIES AND SERVICES**

60.10 - CLOTHING AND UNIFORMS

Provides for the purchase and embroidery of uniform shirts, jackets and coats. Also provides for a boot allowance of \$300 per eligible employee per two year period as negotiated by employee groups.

60.15 - EDUCATION AND TRAINING

Provides ongoing training for employees necessary to meet State requirements, attendance at inspector and building official meetings, certification renewals and training on State and national code changes. State regulations require forty-five hours of continuing education for some building employee staff. Potential training as follows:

- Chief Building Official attendance at an annual California Building Officials (CALBO) meeting, County Building Officials Association of California (CBOAC) meetings, International Code Council (ICC) meetings and miscellaneous committee meetings.
- Chief Building Official attendance at monthly meetings including ICC, International Association of Plumbing and Mechanical Officials (IAPMO) and Tahoe Truckee Engineers Association (TTEA).
- Attendance by the Development Service Technicians at an annual CALBO education week, miscellaneous ICC trainings and public service skills training for Office Assistant.
- Attendance by the Building Official, Plans Examiner and Inspectors at CALBO Professional Development, required Code Training, ICC Education Weeks, CALBO Building Official Leadership Academy Program, and other specialty training.
- Attendance at land management software annual conference and advisory board workshops and meetings for the Town's enterprise resource software.

61.00 - PROFESSIONAL SERVICES

Provides for consultant-assisted plan checking on large commercial projects and overflow plan check of single family residences during peak times. Also provide for inspection services, and other specialty services related to building.

63.01 - ADMINISTRATIVE OVERHEAD

Provides for a reimbursement to the General Fund from the Building and Safety fund related to administration, including payroll, human resource services, and facilities maintenance of the space occupied by the division. This charge is necessary to reflect the true costs of operating the division as an enterprise fund.

63.02 - CODE COMPLIANCE

Provides for a reimbursement to the General Fund from the Building and Safety Division related to Code Enforcement costs. This charge is necessary to reflect the costs of the Division as an enterprise fund (see the Community Development Department's Code Compliance section of this budget for detailed information regarding these expenses).

63.05 - ADVERTISING

Provides for legal noticing and public information handouts.

**COMMUNITY DEVELOPMENT – BUILDING and SAFETY  
2020/21 EXPENDITURES BUDGET DETAIL**

504.000.00 Building and Safety Fund.Non-Department.Non-Division

**SUPPLIES AND SERVICES (cont'd)**

**63.25 - MEMBERSHIP AND DUES**

Provides for membership dues in IAPMO, ICC, Sacramento Valley Chapter of ICC, Structural Engineers Association of Central California, TTEA, CALBO, CBOAC, National Fire Protection Agency, ICC Certification, recertification and engineering registration.

**63.30 - DOCUMENT IMAGING**

Provides for document imaging contract services to prepare and image large format building permit documents into electronic files for retrieval via Laserfiche, the Town's electronic document repository system.

**63.33 - SOFTWARE SUPPLIES**

Provides for the following:

- One (1) RealQuest license, a property and ownership search engine.
- 18% of the maintenance and support costs for New World Systems, the Town's enterprise resource software (\$58,000 x 18% = \$10,440). These fees are increasing.
- Miscellaneous software as needed

**63.35 - GENERAL SUPPLIES**

Provides for office supplies such as paper and pens.

**63.45 - PHOTOCOPYING**

Provides for copier usage based on monthly meter readings and monthly service costs for the division's copy machines which includes ink and maintenance.

**63.50 - POSTAGE, FREIGHT, AND DELIVERY**

Provides for anticipated postage and mailing costs including application and permit letters, public information and customer service handout materials.

**63.55 - PRINTING**

Provides for the cost of printing business cards.

**63.56 - PUBLICATIONS**

Provides for the purchase of building code books, reference manuals and educational materials.

**63.70 - TELEPHONE**

Provides for an allocation of costs for the Town-wide base and long distance phone plan, the optical fiber internet connection, and miscellaneous charges associated with the Town's Cisco phone system. Also provides for staff cellular phone service and equipment.

**63.80 - CREDIT CARD FEES**

Provides for the fees associated with accepting credit card payments. Increase for anticipated increase in Building Division revenues.

**66.20 - REPAIR AND MAINTENANCE - OFFICE EQUIPMENT**

Provides for maintenance and unscheduled repair of office equipment.

**66.50 - SMALL TOOLS**

Provides for the purchase of small tools for inspectors.

**COMMUNITY DEVELOPMENT – BUILDING and SAFETY  
2020/21 EXPENDITURES BUDGET DETAIL**

504.000.00 Building and Safety Fund.Non-Department.Non-Division

**SUPPLIES AND SERVICES (cont'd)**

**68.50 - RENT - OFFICE SPACE**

Provides for the division's lease of the Town Hall office space including utilities, facility maintenance and janitorial services.

**69.10 - VEHICLES - FUEL**

Provides for fuels costs associated with Building and Safety Division's Town maintained vehicles.

**69.70 - VEHICLES - REPAIR AND MAINTENANCE**

Provides for minor maintenance and unscheduled repair of the Building division vehicles not handled by the Fleet Maintenance Division, including car washes.

**69.76 - FLEET MAINTENANCE ALLOCATION**

Provides for an allocation of the vehicle maintenance costs provided by the Fleet Maintenance Division. The costs are estimated using a three-year rolling average of the actual cost allocation. Actual costs allocated will reflect staff time and part costs incurred.

**CAPITAL OUTLAY**

**77.10 - TRANSFER TO CIP FUND**

Funding for FY19/20 is to cover the final costs associated with the document-imaging project. FY20/21 cost are to cover Building Division's share of a User Fee Study.

**80.20 - COMPUTER EQUIPMENT**

Provides for a computer and monitor replacement as per the Town's computer replacement program.

**89.00 - DEPRECIATION EXPENSE**

For enterprise funds, this account expenses the used portions of fixed assets in accordance with the accounting rules for enterprise funds.



*The Building & Safety Division worked hard to keep service levels consistent during the COVID-19 related stay-at-home order. The divisions is now providing in-person service, by appointment only.*

**COMMUNITY DEVELOPMENT - CODE COMPLIANCE  
2020/21 EXPENDITURES BUDGET**

101.121.00 General Fund.Code Compliance.Non-Division

ACCOUNT		2018/19 ACTUAL	2019/20 AMENDED BUDGET	2019/20 ESTIMATED ACTUALS	2020/21 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
<b>PERSONNEL</b>							
50.11	Wages - Regular Full-Time	87,639	94,120	108,000	90,037	-16.6%	-4.3%
50.15	Wages - Temporary	-	-	-	-		
50.31	Overtime - Regular Full-Time	-	500	-	500		
54.xx	Benefits	39,316	45,468	39,940	33,533	-16.0%	-26.2%
54.61	Deferred Compensation	3,048	3,116	3,400	3,074	-9.6%	-1.4%
54.81	RHS	232	229	237	232	-2.3%	1.5%
	<b>Total Personnel</b>	<b>130,234</b>	<b>143,433</b>	<b>151,578</b>	<b>127,376</b>	<b>-16.0%</b>	<b>-11.2%</b>
<b>SUPPLIES &amp; SERVICES</b>							
60.10	Clothing & Uniforms	-	350	220	350	59.1%	
60.15	Education & Training	1,820	5,000	-	5,000		
61.00	Professional Services	-	4,000	-	4,000		
63.05	Advertising	-	-	235	-	-100.0%	
63.25	Membership & Dues	95	100	100	100		
63.33	Software Supplies	1,098	1,845	700	1,250	78.6%	-32.2%
63.35	General Supplies	323	450	450	450		
63.50	Postage, Freight, & Delivery	142	250	220	250	13.6%	
63.55	Printing	-	20	-	20		
63.70	Telephone	1,255	1,150	1,250	1,250		8.7%
69.10	Vehicles - Fuel	709	800	800	800		
69.76	Fleet Maintenance Allocation	2,947	2,078	2,091	2,133	2.0%	2.7%
	<b>Total Supplies &amp; Services</b>	<b>8,388</b>	<b>16,043</b>	<b>6,066</b>	<b>15,603</b>	<b>157.2%</b>	<b>-2.7%</b>
<b>CAPITAL OUTLAY</b>							
80.20	Computer Equipment	1,045	-	-	1,340		100.0%
80.34	Fleet Replacement Fund	1,300	1,300	1,300	1,300		
	<b>Total Capital Outlay</b>	<b>2,345</b>	<b>1,300</b>	<b>1,300</b>	<b>2,640</b>	<b>103.1%</b>	<b>103.1%</b>
	<b>TOTAL</b>	<b>140,967</b>	<b>160,776</b>	<b>158,944</b>	<b>145,620</b>	<b>-8.4%</b>	<b>-9.4%</b>
63.02	Code Compl costs to Bldg Fund	(70,483)	(80,388)	(79,472)	(72,810)		
	<b>NET EXPENDITURES</b>	<b>70,484</b>	<b>80,388</b>	<b>79,472</b>	<b>72,810</b>	<b>-8.4%</b>	<b>-9.4%</b>

Note: 50% of Code Compliance Division costs are charged to the Building Division.



*THE TOWN'S CODE COMPLIANCE OFFICER, CAITLIN SAFFORD SPENT A MAJORITY OF HER STAFF HOURS ENFORCING THE RESTRICTION ON SHORT-TERM RENTALS DURING THE GOVERNOR'S STAY-AT-HOME ORDER.*

**COMMUNITY DEVELOPMENT – CODE COMPLIANCE  
2020/21 EXPENDITURES BUDGET DETAIL**

101.121.00      General Fund.Code Compliance.Non-Division

**ACTIVITY DESCRIPTION**

The function of the Code Compliance Division is to plan, supervise, coordinate and participate in the compliance of State of California law and Town of Truckee ordinances governing building and land use within Town limits. Activities include but are not limited to coordinating with Town divisions on compliance issues, abatement of nuisance situations (including litter or garbage issues) or illegal construction, permitting of temporary signs, Transient Occupancy Tax collection and market equity, and cannabis regulation compliance. The Planning Manager is responsible for the administration of the Code Compliance Division. The Code Compliance Division is currently managed as part of the Community Development Department. Code Compliance is funded 50% from the General Fund and 50% from the Building and Safety Division enterprise fund.

The addition of one temporary Code Compliance Officer is proposed in anticipation of new Short-term Rental regulations and associated compliance efforts. Increases in the Code Compliance budget from FY19/20 are attributable to the addition of the new temporary Code Compliance Officer and the purchase of a Surface computer for the new officer.

**PERSONNEL**

**50.11 - WAGES - REGULAR FULL-TIME**

Provides for 10% of the salary of the Planning Manager and one (1) Code Compliance Officer.

**50.31 - OVERTIME - REGULAR FULL-TIME**

Provides for overtime compensation for non-exempt personnel to work in addition to regular working hours.

**54.xx - BENEFITS**

Provides for the employer-paid portion of Town-provided benefits such as the retirement pension costs, payroll taxes, health insurance, dental insurance, vision insurance, group life insurance and workers compensation insurance. This position was re-hired during FY19/20 and the new officer is at a lower benefit level than the incumbent. These savings are offset by rising retirement pension costs.

**54.61 - DEFERRED COMPENSATION**

Provides for deferred compensation as negotiated by the Town's employee groups.

**54.81 - RETIREMENT HEALTH SAVINGS (RHS)**

Provides for RHS as negotiated by the Town's employee groups.

**SUPPLIES AND SERVICES**

**60.10 - CLOTHING AND UNIFORMS**

Provides for the purchase and embroidery of uniform shirts, jackets, and snow/safety gear. Also provides for a boot allowance of \$300 per eligible employee per two year period as negotiated by employee groups.

**60.15 - EDUCATION AND TRAINING**

Provides for employee attendance at specialized Code Compliance trainings, annual training conferences, computer training and cannabis regulation.

**61.00 - PROFESSIONAL SERVICES**

Provides for Hearing Officer to handle appeals of Code Compliance citations. A professional hearings officer has been utilized when needed on complex code compliance cases.

**63.25 - MEMBERSHIP AND DUES**

Provides for a membership in the California Association of Code Enforcement Officers.

**COMMUNITY DEVELOPMENT – CODE COMPLIANCE  
2020/21 EXPENDITURES BUDGET DETAIL**

101.121.00      General Fund.Code Compliance.Non-Division

**SUPPLIES AND SERVICES (cont'd)**

**63.33 - SOFTWARE SUPPLIES**

Provides for one RealQuest license, a property and ownership search engine. This is an on-going annual cost.

**63.35 - GENERAL SUPPLIES**

Provides for office expenses such as paper and writing utensils.

**63.50 - POSTAGE, FREIGHT, AND DELIVERY**

Provides for daily Code Compliance mailings such follow-ups, warnings, citations and notices.

**63.55 - PRINTING**

Provides for forms and citation books.

**63.70 - TELEPHONE**

Provides for an allocation of costs for the Town-wide base and long distance phone plan, the optical fiber internet connection, and miscellaneous charges associated with the Town's Cisco phone system. Also provides for staff cellular phone service and equipment.

**69.10 - VEHICLES - FUEL**

Provides for fuel expenses for the Code Compliance vehicle and payment to staff for use of a private vehicle on Town business.

**69.76 - FLEET MAINTENANCE ALLOCATION**

Provides for an allocation of the vehicle maintenance costs provided by the Fleet Maintenance Division. The costs are estimated using a three-year rolling average of the actual cost allocation. Actual costs allocated will reflect staff time and part costs incurred.

**CAPITAL OUTLAY**

**80.20 – COMPUTER EQUIPMENT**

Provides for one new Microsoft Surface computer for the Code Compliance Officer (\$1,340).

**80.34 - FLEET REPLACEMENT FUND**

Provides funds for the eventual and identified replacement of the Code Compliance Division vehicle as part of the Town's Fleet Replacement Plan.

**OTHER**

**63.02 - CODE COMPLIANCE COSTS CHARGED TO THE BUILDING DIVISION**

Provides for an offset of 50% of the General Fund Code Compliance Division budgeted expenditures which are reallocated to the Building and Safety Division. This charge is necessary to reflect the true costs of operating the Building and Safety Division as an enterprise fund.

## SECTION 7 - PUBLIC SAFETY EXPENDITURES



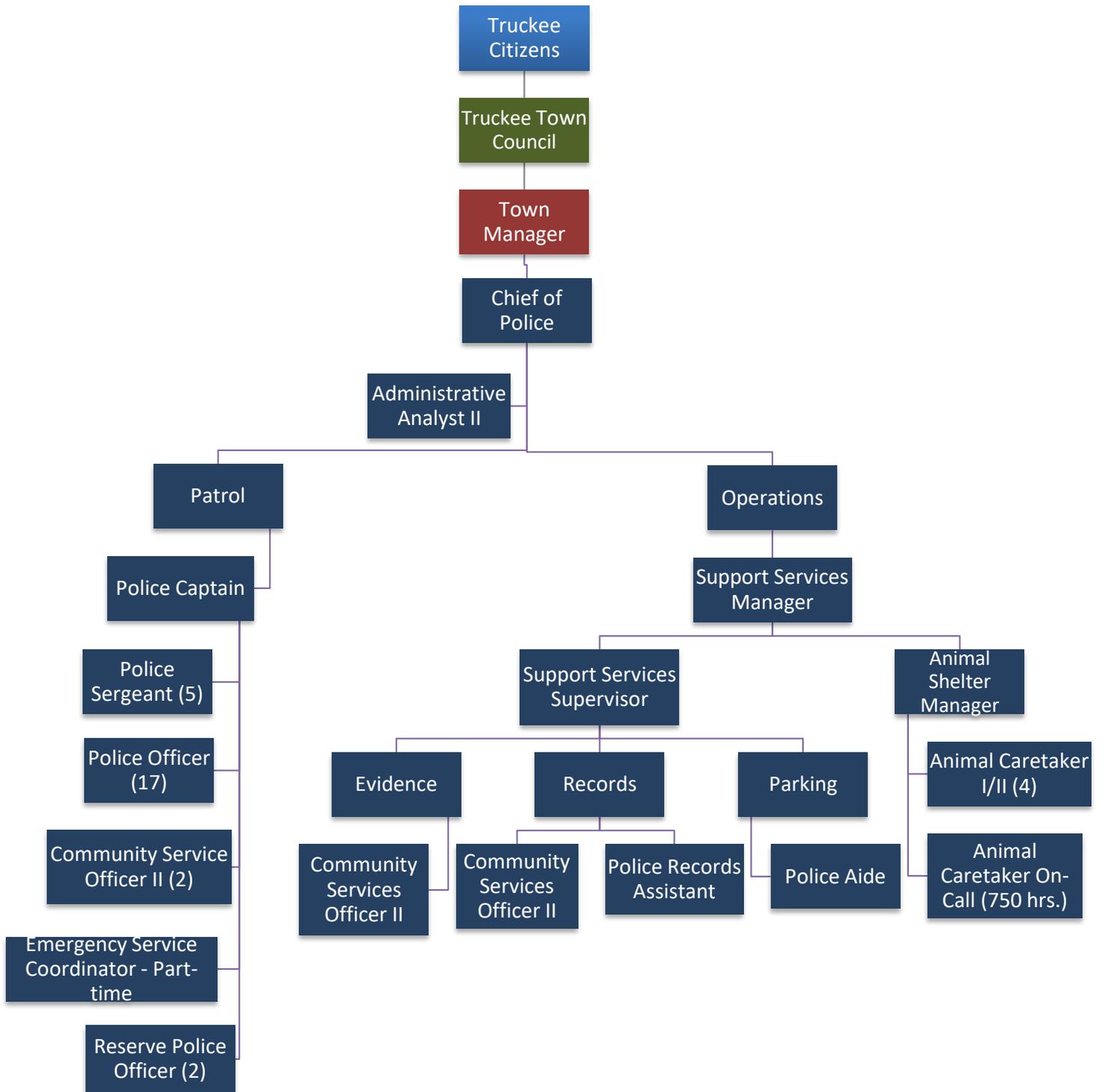
**PUBLIC SAFETY ORGANIZATION CHART**

**POLICE EXPENDITURES**

**ANIMAL SERVICES EXPENDITURES**

**PARKING EXPENDITURES**

PUBLIC SAFETY ORGANIZATION CHART  
2020/21 BUDGET



**PUBLIC SAFETY - POLICE  
2020/21 EXPENDITURES BUDGET**

101.110.xx General Fund.Police

ACCOUNT		2018/19	2019/20	2019/20	2020/21	% CHG BUD TO EA	% CHG BUD TO BUD
		ACTUAL	AMENDED BUDGET	ESTIMATED ACTUALS	PROPOSED BUDGET		
<b>PERSONNEL</b>							
50.11	Wages - Regular Full-Time	2,805,898	3,251,961	3,155,824	3,289,405	4.2%	1.2%
50.14	Wages - Part-Time	55,545	110,291	56,590	111,485	97.0%	1.1%
50.15	Wages - Temporary	10,143	11,648	11,878	14,071	18.5%	20.8%
50.31	Overtime - Regular Full-Time	192,394	178,500	157,000	163,500	4.1%	-8.4%
50.32	Holiday Pay	130,893	140,613	145,331	151,404	4.2%	7.7%
54.xx	Benefits	1,305,009	1,691,140	1,471,034	1,676,123	13.9%	-0.9%
54.61	Deferred Compensation	28,151	28,214	32,081	25,076	-21.8%	-11.1%
54.81	RHS	5,468	5,769	5,601	8,547	52.6%	48.2%
55.71	Car Allowances	-	-	3,500	4,999	42.8%	100.0%
<b>Total Personnel</b>		<b>4,533,501</b>	<b>5,418,136</b>	<b>5,038,839</b>	<b>5,444,610</b>	<b>8.1%</b>	<b>0.5%</b>
<b>SUPPLIES &amp; SERVICES</b>							
60.10	Clothing & Uniforms	33,867	30,100	30,200	29,100	-3.6%	-3.3%
60.15	Education & Training	81,299	70,000	44,000	74,000	68.2%	5.7%
61.00	Professional Services	105,075	88,500	71,500	87,000	21.7%	-1.7%
61.10	Police Dispatch	345,371	357,000	373,977	413,669	10.6%	15.9%
63.05	Advertising	505	2,500	4,000	3,500	-12.5%	40.0%
63.10	Communication Systems Maint	7,820	15,000	7,500	10,000	33.3%	-33.3%
63.25	Membership & Dues	1,957	2,000	2,500	2,770	10.8%	38.5%
63.33	Software Supplies	42,805	65,390	45,432	74,199	63.3%	13.5%
63.34	Safety Supplies	12,592	16,000	16,177	16,000	-1.1%	
63.35	General Supplies	30,042	28,000	28,600	29,000	1.4%	3.6%
63.36	Watercraft Inspection Expenses	68,035	12,500	10,500	5,000	-52.4%	-60.0%
63.45	Photocopying	1,304	750	1,500	1,400	-6.7%	86.7%
63.50	Postage, Freight, & Delivery	2,387	2,000	2,000	2,000		
63.55	Printing	1,881	2,500	2,500	2,500		
63.69	DUI & Narcotics Analysis Fees	30,424	18,000	10,520	18,000	71.1%	
63.70	Telephone	105,276	82,020	82,020	82,020		
63.76	Towing Services	3,635	2,000	2,000	2,000		
66.20	Repair & Maint - Office Equip	-	250	-	250		
67.10	Abandoned Vehicle Towing	4,085	6,000	3,500	6,000	71.4%	
67.15	Accidents & Damages	2,987	-	23,000	-	-100.0%	
69.10	Vehicles - Fuel	87,411	85,000	85,000	85,000		
69.70	Vehicles - Repair & Maint	2,599	2,500	4,100	2,500	-39.0%	
69.76	Fleet Maintenance Allocation	128,274	141,094	141,956	144,841	2.0%	2.7%
<b>Total Supplies &amp; Services</b>		<b>1,099,632</b>	<b>1,029,104</b>	<b>992,482</b>	<b>1,090,749</b>	<b>9.9%</b>	<b>6.0%</b>
<b>CAPITAL OUTLAY</b>							
80.20	Computer Equipment	6,312	4,350	8,000	4,350	-45.6%	
80.34	Fleet Replacement Fund	178,219	178,219	178,219	178,219		
<b>Total Capital Outlay</b>		<b>184,531</b>	<b>182,569</b>	<b>186,219</b>	<b>182,569</b>	<b>-2.0%</b>	
<b>TOTAL</b>		<b>5,817,664</b>	<b>6,629,810</b>	<b>6,217,541</b>	<b>6,717,928</b>	<b>8.0%</b>	<b>1.3%</b>

Note: See CIP C1208 for the Police Department Information Technology expenditures



**PUBLIC SAFETY - POLICE  
2020/21 EXPENDITURES BUDGET DETAIL**

101.110.xx      General Fund.Police

**ACTIVITY DESCRIPTION**

The Truckee Police Department (TPD) provides all police-related services for the Town, including administration, uniformed patrol, boat patrol on Donner Lake, investigative services, staffing a School Resource Officer for on-campus police support, animal services, and parking enforcement. In addition, the department supports a number of community-oriented initiatives that address prevention, intervention, and education components.

The TPD staffing allocation and deployment strategy is designed to provide for a safe community that emphasizes high quality public service for all those living in and visiting the Town of Truckee. The TPD's staffing ratio encompasses the unique dynamics of the Town of Truckee that include varying population levels, a high number of second homeowners, tourism, and a wide variety of special events. The department has the privilege of serving a community that includes urban and rural type neighborhoods over a wide geographical region which bisect a major interstate and an interstate river. In addition to traditional policing issues encountered in most areas of California, TPD staff has the additional skills and training necessary to police in a resort mountain town that embraces a service first philosophy. Since the formation of the TPD in the year 2001 and consistent with the consultant's report in the year 2000, the police department had twenty-five (25) budgeted sworn police officers. This total includes the police chief through the rank of police officer. Currently, TPD has twenty-four (24) budgeted sworn police officers. In addition to the permanent full-time staff, there are two (2) budgeted reserve officer positions and one Emergency Operations Coordinator position.

Over the course of the last several years the Police Chief has led annual top to bottom analysis of the department's staffing and other resources in relation to the department's policing philosophy and activity levels. The annual adjustments continue to identify savings and efficiencies within the department.

The Town is in a contract with Nevada County Sheriff's Office (NCSO) for dispatch services and will continue to book prisoners at the NCSO jail facility in Truckee. TPD has contracted with the NCSO for police dispatch and Town 9-1-1 services since September of 2001. On November 1, 2012 all Nevada County Law Enforcement agencies began contracting with NCSO for these services resulting in a regionalization of law enforcement dispatch and 9-1-1. This resulted in contract savings for TPD of approximately \$150,000 annually. In 2016, the Police Department explored opening our own Town of Truckee Dispatch Center. This would have meant the purchase of a new CAD/RMS system, purchase of dispatch consoles, and the hiring of at least five (5) full-time dispatchers. The year over year expense for having our own Truckee Police Department Dispatch Center would have been extremely expensive.

Budgeted staffing levels for the Police Department are:

<u>Position</u>	<u>Number of Employees</u>
Chief of Police (95%)	1
Captain	1
Support Services Manager (55%)	1
Sergeant (Patrol) [1 at 90%]	5
Police Officer (Investigations)	2
Police Officer (School Resource)	1
Police Officer (Traffic)	2
Police Officer (Patrol)	12
Emergency Services Coordinator (Reserve)	1 (part-time)
Police Officer (Reserve)	2 (part-time)
Support Services Supervisor (75%)	1
Community Services Officer (CSO) II [95%]	2
CSO II (Property and Evidence)	1
Police Records Assistant [80%]	2
Administrative Analyst II	1

**PUBLIC SAFETY - POLICE**  
**2020/21 EXPENDITURES BUDGET DETAIL**

101.110.xx      General Fund.Police

**TRUCKEE POLICE TRANSPARENCY POLICY**

**Senate Bill 1421**

Effective January 1, 2019, SB 1421 requires the disclosure of records and information relating to the following types of incidents:

- Records related to the report, investigation, or findings of an incident involving the discharge of a firearm at a person by a peace officer.
- Records related to the report, investigation or findings of an incident in which the use of force by a peace officer against a person results in death or great bodily injury.
- Records related to an incident in which a sustained finding was made by any law enforcement agency or oversight agency that a peace officer engaged in sexual assault involving a member of the public. "Sexual assault" is defined for the purposes of bill as the commission or attempted initiation of a sexual act with a member of the public by means of force, threat, coercion, extortion, offer of leniency or any other official favor, or under the color of authority. The propositioning for or commission of any sexual act while on duty is considered a sexual assault.
- Records related to an incident in which a sustained finding of dishonesty by a peace officer directly related to the reporting, investigation, or prosecution of a crime, or directly related to the reporting of, or investigation of misconduct by, another peace officer, including but not limited to, any sustained finding of perjury, false statements, filing false reports, destruction of evidence or falsifying or concealing of evidence.

As a result of SB 1421, the Truckee Police Department has decided to post links to any incident of which we have internal investigation records relating to any of the above content. Any requests for information will be referred back to this web page, as this content contains all releasable documentation based on the requirements of SB 1421 currently retained by this agency.

Through the Town's review of its records, the Town has identified the following materials that are exempt which may otherwise come within the scope of a request for S.B.1421 records: Incident reports contain information that is personal and not available for disclosure under the California Public Records Act, including persons' name, address, phone number, workplace, driver's license number, as well as other medical, financial and personally identifiable information. The release of such information would be an unwarranted invasion of privacy and would not be in the public interest, as the public interest in disclosure is clearly outweighed by the public interest in retaining the confidentiality of the information. See, e.g., Penal Code Section 832.7(b)(5) and (6); Government Code Sections 6254(c), (f) and (k), and 6255; Civil Code Section 1798.3(a); Evidence Code Section 1040; and City of San Jose v. Superior Court (1999) 74 Cal.App.4th 1008. Communications between the City and its attorneys are subject to attorney-client privilege pursuant to Government Code Sections 6254(k) (Evidence Code Sections 950 et seq.) and 6276.04 and the attorney work product doctrine (Code of Civil Procedure Sections 2018.010 through 2018.080).

No records currently exist for the Truckee Police Department that meets the criteria detailed in SB 1421 (Penal Code Sections 832.7 & 832.8).

**Senate Bill 978**

Commencing January 1, 2020, SB 978 requires the Commission on Peace Officer Standards and Training and each local law enforcement agency to conspicuously post on their Internet Web sites all current standards, policies, practices, operating procedures, and education and training materials that would otherwise be available to the public if a request was made pursuant to the California Public Records Act. By imposing this requirement on local law enforcement agencies, the bill would impose a state-mandated local program.

**Policy Manual**

The purpose of this policy is to affirm the authority of the members of the Truckee Police Department to perform their functions based on established legal authority. Please click here to view our policy in its entirety.

**PUBLIC SAFETY - POLICE**  
**2020/21 EXPENDITURES BUDGET DETAIL**

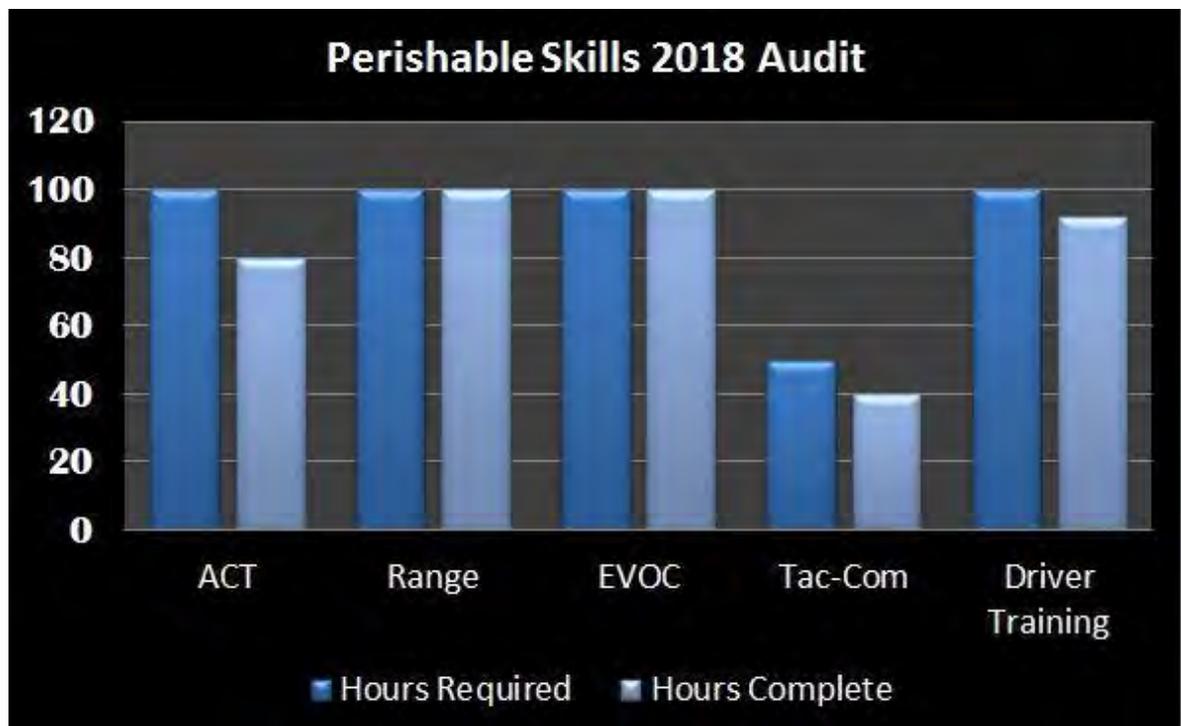
101.110.xx      General Fund.Police

**Training**

The Truckee Police Department places high value on the training of our sworn officers and civilian employees to maintain a superior level of competency in serving the residents of the Town of Truckee.

Police Officers must be certified by the California Peace Officer Standards and Training (POST) Board prior to date of hire. For further information on POST certification, please visit POST. Once hired, a new officer must go through our Field Training Officer (FTO) program. New officers are assigned to an experienced Truckee Police Department Field Training Officers throughout the FTO program. Daily evaluations are given to document progress through this training period.

To sustain an officer's skill level and prepare them for the unpredictable environment in which he/she works, a commissioned officer attends training annually. Effective January 1, 2002, all peace officers (except reserve officers) below the middle management position and assigned to patrol, traffic, or investigation who routinely effect the physical arrest of criminal suspects are required to complete Perishable Skills and Communications training. In-lieu of completing the training, the requirement may be met by successfully passing a presenter-developed test that measures the approved training objectives. These perishable skills include ACT, Range, EVOC, Tac-Com and Driver Training. Below shows our compliance as an agency for 2018.



Additionally, officers and detectives have the opportunity to attend various other training's to develop their skills for specialized disciplines and assignments. Training details for 2019 will be available at a later date. In 2018, the following additional training took place by Truckee Police Officers:

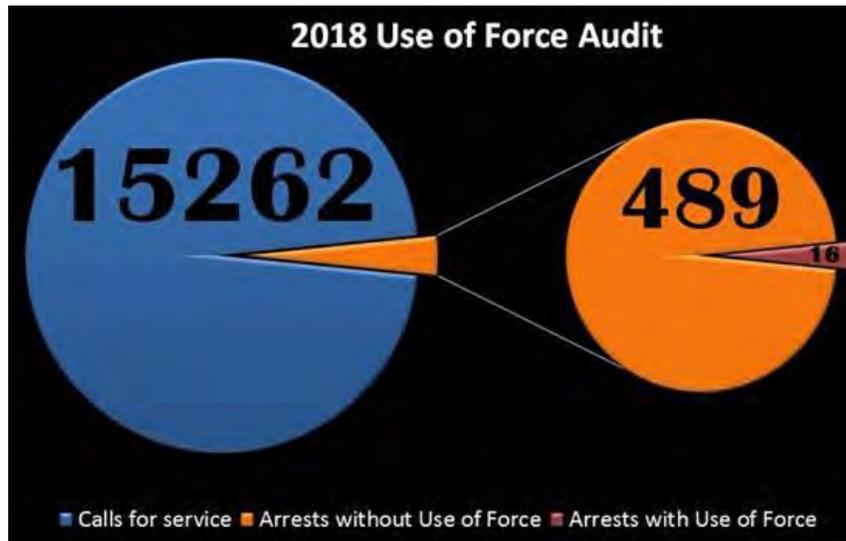
- Officer Involved Shootings
- Basic Traffic Collision Investigations
- Advanced Traffic Collision Invest
- Baton Instructor Update
- Simunitions Instructor Course
- Wildland Arson Investigation
- Robbery Investigator's Conference
- LIDAR

**PUBLIC SAFETY - POLICE  
2020/21 EXPENDITURES BUDGET DETAIL**

**101.110.xx General Fund.Police**

- CRIA
- ICI-Core Course
- Death Investigations
- DUI Detection
- Radar / LIDAR
- Field Training Officer
- ICI Sex Assault
- ICI Child Abuse
- Child Abduction Prevention
- POST Supervisory Course
- De-Tac Instructor Update

**Use of Force**



- In 2018, the Truckee Police Department initiated and/or responded to 15,262 calls for service.
- During these calls for service, 489 individuals were taken into custody.
- Use of force was reported on sixteen (16) of the 489 arrests (3.2% of all arrests and 0.10% of all incidents).
- Of the 16 arrests/incidents where force was used, officer physical contact occurred 17 times and officer firearms display was used 12 times. There were no uses of deadly force. No other forms of force were reported and all incidents of force were reviewed as within policy with no training issues noted.
- It is noted that with 15,262 calls for service in 2018, there were only two (2) civilian complaints.

**Civilian Complaint**

A relationship of trust and confidence between members of the police department and the community they serve is essential to effective law enforcement. Law enforcement officers must be free to exercise their best judgement and to initiate enforcement action in a reasonable, lawful and impartial manner without fear of reprisal. So, too, enforcers of the law have a special obligation to respect meticulously the rights of all persons.

The Truckee Police Department acknowledges its responsibility to establish a system of complaint and disciplinary procedures which not only will subject the officer to corrective action when he/she conducts improperly, but also will protect the officer from unwarranted criticism when the officer discharges his/her duties properly. It is the purpose of these procedures to provide prompt, just, open and expeditious disposition on complaints regarding the conduct of members and employees of the department. To this end, citizens are encouraged to bring complaints about department operations and the conduct of its members to the attention of the Truckee Police Department whenever a citizen believes that such an act is improper.

**PUBLIC SAFETY - POLICE**  
**2020/21 EXPENDITURES BUDGET DETAIL**

101.110.xx      General Fund.Police

The overriding purposes of the procedure, as stated above, is to improve police services to the community. Swift and fair disciplinary action not only increases the general level of performance, but also manifests the department's concern for the community. Equally important is the need to expose the false or malicious complaint which, if not disproved, would weaken public confidence and trust in the police.

If you would like to speak to a supervisor about police misconduct we encourage you to either make personal contact at the Truckee Police Department (10183 Truckee Airport Road) or speak to a supervisor over the phone (530-550-2323).

**Requires De-escalation - More Information**

De-escalation tactics are an essential tool for patrol officers. We provided Crisis Intervention Training (CIT) to all of our officers to deal with all aspects of human emotion during crisis, trauma and combative subjects. In addition, de-escalation training is worked into our firearms training and our defensive tactics curriculum (physical control tactics). We also have robust policies on what crimes we will walk away from the arrest portion of, if the situation escalates and we feel we can seek prosecution through the court system. That same is true for people threatening suicide and wanting to commit "suicide by officer action." We walk away and retreat from numerous of those situations as well as long as we are highly certain there is no community threat. An additional item that often deescalates and keeps officers calm is our On Officer Camera program. All our officers are audio and video recorded for their entire shift with a camera system that is attached to the officer's uniform.

Our Police Department culture and our hiring process both address finding experienced officers with high levels of emotional maturity and a true "fit" for Truckee. Most of these tragic events can be traced back to officer's true connection and desire to be in the community they serve.

De-escalation techniques are unfortunately often portrayed as the singular answer to reducing police use of force. Many critics have come to expect law enforcement to use de-escalation in nearly every encounter—assigning a simple solution to a complicated problem. Law enforcement encounters are not straightforward and are often particularly challenging when involving people with mental health issues.

De-escalation is particularly applicable to persons in crisis situations with limited risk. It should be noted a person who is in a severe emotional crisis or state of "excited delirium" may not be able to comprehend or even hear attempts at de-escalation, which is based on a capacity for communication. Therefore, the situation could exceed the limited risk necessary for effective de-escalation.

While the law does allow for the use of force on persons in crisis, and does not explicitly require the use of de-escalation, it does consider an individual's mental state (as part of the Graham v. Connor factors test) to determine when use of force is objectively reasonable. Therefore, we believe de-escalation should be used when appropriate and possible. It is critical to identify discretionary time, cause of risk, and who is at risk when determining the proper plan of action. This is not a quick decision, and requires planning and assessment of the person and risk for each situation.

The primary goal of police response in potentially violent situations is to do the right thing for the right reason—protect the person who needs assistance and protect the responding officers.

**Bans Chokeholds and Strangleholds - More Information**

We do not allow any "chokeholds or strangleholds". We do have policy pertaining to the use of a carotid control hold (Truckee Police Policy 300.3.4). In speaking with our Chief of Police and checking prior records on use of force, there has only been one recorded incident in the history of the Truckee Police Department where this technique has been used during an arrest (circa 2002). We recognize that the best practices in the use of force by police departments is a constantly changing environment and we will continue to discuss whether this is a tactic that we want to maintain in our policy.

Our existing policy does adhere strictly the current best practices in our profession. It requires proper application of the carotid control hold which may be effective in restraining a violent or combative individual. However, due to the potential for injury, the use of the carotid control hold is only allowed after an officer has successfully completed department approved training in the use and application of the carotid control hold.

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Furthermore, the carotid control hold may only be used when circumstances perceived by the officer at the time indicate that such application reasonably appears necessary to control a person in any who is violent or physically resisting, and/or the subject, by words or actions, has demonstrated an intention to be violent and reasonably appears to have the potential to harm officers, him/herself or others. The application of a carotid control hold on the following individuals should be avoided unless the totality of the circumstances indicates that other available options reasonably appear ineffective, or would present a greater danger to the officer, the subject or others, and the officer reasonably believes that the need to control the individual outweighs the risk of applying a carotid control hold:

1. Females who are known to be pregnant
2. Elderly individuals
3. Obvious juveniles
4. Individuals who appear to have Down syndrome or who appear to have obvious neck deformities or malformations, or visible neck injuries

Any individual who has had the carotid control hold applied, regardless of whether he/she was rendered unconscious, shall be promptly examined by paramedics or other qualified medical personnel and should be monitored until examined by paramedics or other appropriate medical personnel. The officer shall inform any person receiving custody, or any person placed in a position of providing care, that the individual has been subjected to the carotid control hold and whether the subject lost consciousness as a result.

Any officer attempting or applying the carotid control hold shall promptly notify a supervisor of the use or attempted use of such hold. The use or attempted use of the carotid control hold shall be thoroughly documented by the officer in any related reports.

**Duty to Intervene - More Information**

We have a very extensive policy (Truckee Police Policy 300.2.1) which requires any officer present and observing another officer using force that is clearly beyond that which is objectively reasonable under the circumstances shall, when in a position to do so, intercede to prevent the use of unreasonable force.

An officer who observes another officer's use of force that exceeds the degree of force permitted by law should promptly report these observations to a supervisor. I can assure you that every member of our organization is very attentive and cognizant of the use of force activities and their duty to act.

We also have a policy that requires officers to adhere to a strict code of conduct (Truckee 340.5.9). Failure of any member to promptly and fully report activities on his/her part or the part of any other member where such activities resulted in contact with any other law enforcement agency or that may result in criminal prosecution or discipline under this policy. The additional policy covers the following:

- Unreasonable and unwarranted force to a person encountered or a person under arrest.
- Exceeding lawful peace officer powers by unreasonable, unlawful or excessive conduct.
- Unauthorized or unlawful fighting, threatening or attempting to inflict unlawful bodily harm on another.
- Engaging in horseplay that reasonably could result in injury or property damage.
- Discourteous, disrespectful or discriminatory treatment of any member of the public or any member of this department or the Town.
- Use of obscene, indecent, profane or derogatory language while on duty or in uniform.
- Criminal, dishonest, or disgraceful conduct, whether on- or off-duty, that adversely affects the member's relationship with this department.
- Unauthorized possession of, loss of, or damage to department property or the property of others, or endangering it through carelessness or maliciousness.
- Attempted or actual theft of department property; misappropriation or misuse of public funds, property, personnel or the services or property of others; unauthorized removal or possession of department property or the property of another person.

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- Activity that is incompatible with a member's conditions of employment or appointment as established by law or that violates a provision of any memorandum of understanding or contract to include fraud in securing the appointment or hire.
- Initiating any civil action for recovery of any damages or injuries incurred in the course and scope of employment or appointment without first notifying the Chief of Police of such action.
- Any other on or off duty conduct which any member knows or reasonably should know is unbecoming a member of this department, is contrary to good order, efficiency or morale, or tends to reflect unfavorably upon this department

**Requires Warning Before Shooting - More Information**

The use of warning shots in law enforcement is generally discouraged. We, as first responders, are legally responsible for each and every projectile fired from weapons that we maintain. Those projectiles need to go somewhere when expended from a firearm. In our professional experience, warning shots only put other people at risk and may invite return gunfire from the source of the problem you are trying to stop. Even professional organizations in our industry such as the International Association of Police Chiefs have generally discouraged warning shots except for the most extreme situations.

**Ban Shooting at Moving Vehicles - More Information**

We currently have a policy that highly discourages shooting at or from moving vehicles (Truckee Police Policy 300.4.1) Shots fired at or from a moving vehicle are rarely effective. We urge officers that they should move out of the path of an approaching vehicle instead of discharging their firearm at the vehicle or any of its occupants. An officer should only discharge a firearm at a moving vehicle or its occupants when the officer reasonably believes there are no other reasonable means available to avert the threat of the vehicle, or if deadly force other than the vehicle is directed at the officer or others. We also advise officers that they should not shoot at any part of a vehicle in an attempt to disable the vehicle.

**Requires Comprehensive Reporting - More Information**

We currently maintain very extensive records and video on any use of force that occurs in the Town of Truckee (Truckee Police Policy 300.5 and 300.5.1). Any use of force by a member of this department shall be documented promptly, completely and accurately in an appropriate report, depending on the nature of the incident. The officer is required to articulate the factors perceived and why he/she believed the use of force was reasonable under the circumstances. To collect data for purposes of training, resource allocation, analysis and related purposes, the Department requires the completion of additional report forms, as specified in Department policy, procedure or law.

Supervisory notification shall also be made as soon as practicable following the application of force in any of the following circumstances:

- The application caused a visible injury
- The application would lead a reasonable officer to conclude that the individual may have experienced more than momentary discomfort
- The individual subjected to the force complained of injury or continuing pain
- The individual indicates intent to pursue litigation
- Any application of an arrest control or restraint device other than handcuffs, shackles or belly chains
- The individual subjected to the force was rendered unconscious
- The individual was struck or kicked, and/or the individual alleges any of the above has occurred

We also report to the State of California (Truckee Police Policy 300.5.2). All statistical data regarding all officer-involved shootings and incidents involving use of force resulting in serious bodily injury is reported to the California Department of Justice as required by Government Code § 12525.2.

**Requires Exhausting Other Means Before Shooting - More Information and Use of Force Continuum**

Our use of force policy is quite extensive (Truckee Police Policies 300.3 and 300.3.1). Officers shall use only that amount of force that reasonably appears necessary given the facts and totality of the circumstances known to or perceived by the officer at the time of the event to accomplish a legitimate law enforcement purpose (Penal Code § 835a).

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The reasonableness of force will be judged from the perspective of a reasonable officer on the scene at the time of the incident. Any evaluation of reasonableness must allow for the fact that officers are often forced to make split-second decisions about the amount of force that reasonably appears necessary in a particular situation, with limited information and in circumstances that are tense, uncertain, and rapidly evolving.

Given that no policy can realistically predict every possible situation an officer might encounter, officers are entrusted to use well-reasoned discretion in determining the appropriate use of force in each incident.

It is also recognized that circumstances may arise in which officers reasonably believe that it would be impractical or ineffective to use any of the tools, weapons, or methods provided by the Department. Officers may find it more effective or reasonable to improvise their response to rapidly unfolding conditions that they are confronting. In such circumstances, the use of any improvised device or method must nonetheless be objectively reasonable and utilized only to the degree that reasonably appears necessary to accomplish a legitimate law enforcement purpose.

While the ultimate objective of every law enforcement encounter is to avoid or minimize injury, nothing in this policy requires an officer to retreat or be exposed to possible physical injury before applying reasonable force.

Any peace officer may use objectively reasonable force to effect an arrest, to prevent escape, or to overcome resistance. A peace officer who makes or attempts to make an arrest need not retreat or desist from his/her efforts by reason of resistance or threatened resistance on the part of the person being arrested; nor shall an officer be deemed the aggressor or lose his/her right to self-defense by the use of reasonable force to effect the arrest, prevent escape, or to overcome resistance. Retreat does not mean tactical repositioning or other de-escalation techniques (Penal Code § 835a).

The factors used to determine the reasonableness of force are also covered very clearly under our policy (Truckee Police Policy 300.3.2)

When determining whether to apply force and evaluating whether an officer has used reasonable force, a number of factors should be taken into consideration, as time and circumstances permit. These factors include but are not limited to:

- The apparent immediacy and severity of the threat to officers or others (Penal Code § 835a).
- The conduct of the individual being confronted, as reasonably perceived by the officer at the time.
- Officer/subject factors (age, size, relative strength, skill level, injuries sustained, level of exhaustion or fatigue, the number of officers available vs. subjects).
- The conduct of the involved officer (Penal Code § 835a).
- The effects of drugs or alcohol.
- The individual's apparent mental state or capacity (Penal Code § 835a).
- The individual's apparent ability to understand and comply with officer commands (Penal Code § 835a).
- Proximity of weapons or dangerous improvised devices.
- The degree to which the subject has been effectively restrained and his/her ability to resist despite being restrained.
- The availability of other reasonable and feasible options and their possible effectiveness (Penal Code § 835a).
- Seriousness of the suspected offense or reason for contact with the individual.
- Training and experience of the officer.
- Potential for injury to officers, suspects, and others.
- Whether the person appears to be resisting, attempting to evade arrest by flight, or is attacking the officer.
- The risk and reasonably foreseeable consequences of escape.
- The apparent need for immediate control of the subject or a prompt resolution of the situation.
- Whether the conduct of the individual being confronted no longer reasonably appears to pose an imminent threat to the officer or others.
- Prior contacts with the subject or awareness of any propensity for violence.
- Any other exigent circumstances

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**PERSONNEL**

**50.11 - WAGES - REGULAR FULL-TIME**

Provides for staffing as indicated above for all full-time positions. For sworn officers, this amount includes any add-pay items the officer is eligible for.

**50.14 - WAGES - PART-TIME**

Provides for one (1) Emergency Services Coordinator and two (2) Reserve Police Officers. Staff is proposing to wind down the Reserve Sergeant program and as such, has not included any Reserve Sergeants in this budget.

**50.15 - WAGES - TEMPORARY/SEASONAL**

Provides for an intern (960 hrs.) to assist with staffing of the TPD front desk.

**50.31 - OVERTIME - REGULAR FULL-TIME**

Provides for compensation to non-exempt employees to work in addition to their regular working hours. Overtime includes coverage for numerous community special events, staffing during vacations and during court appearances. In FY19/20 the Police Department saw a savings here due to the COVID-19 pandemic, and all events being canceled.

**50.32 - HOLIDAY PAY**

Provides for holiday pay for non-exempt sworn officers, as provided for in the terms of the memoranda of understanding with the Police Officer's Association. Holiday pay is accrued throughout the year at 12 hours per holiday. Amounts can be cashed out during the first pay date in December, with the option of rolling 40 hours into a leave bank. The budgeted cost reflects the maximum cost for accruable hours for the year including special pay.

**54.xx - BENEFITS**

Provides for the employer paid portion of Town-provided benefits such as the retirement pension costs, payroll taxes, health insurance, dental insurance, vision insurance, group life insurance and workers compensation insurance. Increases are driven by rising pension costs. For sworn officers, also provides for a uniform expense as provided for in the terms of the agreement with the Police Officer's Association. FY19/20 benefits included an amount necessary to settle a wage reporting difference with the Town's retirement pension costs. Overall, benefit costs are increasing mainly due to increases in retirement pension costs.

**54.61 - DEFERRED COMPENSATION**

Provides for deferred compensation as negotiated by employee groups.

**54.81 - RETIREMENT HEALTH SAVINGS (RHS)**

Retirement Health Savings (RHS) provided as negotiated by employee groups.

**60.05 - NON-TAXABLE WORKERS COMPENSATION PAY**

Provides for amounts paid to sworn officers who are unable to work for a period due to a work related injury.

**SUPPLIES AND SERVICES**

**60.10 - CLOTHING AND UNIFORMS**

Provides for a complete uniform set for newly hired employees, uniform shirts for administrative staff and uniforms for specialty assignments. As negotiated by the employee groups, sworn officers are paid a uniform stipend, which they are expected to use to maintain their uniforms at required levels and for the replacement of items as they wear down.

**60.15 - EDUCATION AND TRAINING**

Provides for travel and training for all members of the department. Sworn officers are mandated to attend certified training to retain their sworn officer status. Some training is reimbursable by the Commission on Peace Officers Standards and Training (POST) (see account 45.76 in the General Fund Revenues section of this budget for more information regarding the POST reimbursement).

**PUBLIC SAFETY - POLICE  
2020/21 EXPENDITURES BUDGET DETAIL**

101.110.xx      General Fund.Police

**SUPPLIES AND SERVICES (cont'd)**

**61.00 - PROFESSIONAL SERVICES**

Provides for the following:

Admin: Unforeseen miscellaneous fees such as costs to rekeying of police safes or departmental photos.

- Public relations consulting (\$1,500 per month).
- Attorney fees for police specific services.

Support: Department of Justice (DOJ) fee for LiveScans completed by the TPD (~\$3,000 per month).

- Audits and professional internal reviews/assessments. This is to provide for the audit and review of high liability services and practices such as property and evidence and infield audio/video taping and for the subsequent updating of such services and practices.
- Background investigations for potential new hires (~ \$2,500 each).
- Pre-employment psychological (\$450 each) and polygraph examinations (\$275 each), employee crisis counselling, and fitness for duty examinations.
- Victim assault exams.
- Each year the TPD's detective team encounters investigations that require specialty investigative expertise or forensic evaluation that is outside the scope of the department's current resources. These situations demand a contractual expenditure with the DOJ or other allied agencies.

**61.10 - POLICE DISPATCH**

Current dispatching services are provided through an annual contract with the Nevada County Sheriff's Office (NCSO). The consolidated dispatching contract achieved during FY12/13 significantly reduced the annual cost of dispatching services. NCSO bases contract fee on actual costs incurred. The Police Department is currently in negotiations with NCSO for the new dispatch services contract. This contract should be in place by June 30, 2020.

**63.05 - ADVERTISING**

Provides for publication of informational materials for the community regarding enforcement policies, safety issues on Donner Lake and safety issues elsewhere in Town, as necessary. Also provides for costs of advertising job openings in trade publications and other media outlets.

**63.10 - COMMUNICATIONS SYSTEMS MAINTENANCE**

Provides for the annual maintenance of emergency radio equipment; annual lease for the police radio voter site on Ski Slope Drive from the Truckee Donner Public Utilities District (currently \$950 a year); maintenance and repairs on all department mobile and portable radios including batteries for portables; and repairs or replacement to any portable radio accessories.

**63.25 - MEMBERSHIP AND DUES**

Provides for membership in professional organizations for the Police Chief, Police Lieutenant, Support Services Manager, Police Sergeants, Administrative Technician, and Police Officer Detectives, as well as other employees based upon agency needs. Organizations include but are not limited to the Cal-Chiefs, International Association of Chiefs of Police, Federal Bureau of Investigation National Academy, California (CA) Association of Accident Reconstruction Specialists, CA Association for Property and Evidence, CA Law Enforcement Association of Records Supervisors. Membership authorizations paid for by the Town are made at the discretion of the Chief of Police.

**63.33 - SOFTWARE SUPPLIES**

Provides for the following:

- California Law Enforcement Telecommunications System (CLETS) maintenance agreement with the Department of Justice (~\$2,575 per quarter).
- Executive Information Services (EIS), Risk Management Solutions maintenance and support service agreement plan. Annual maintenance (\$8,500).
- Nixle, public information update tool (this cost has been reimbursed by Nevada County OES in the past and may be reimbursed in the future)

**PUBLIC SAFETY - POLICE  
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101.110.xx      General Fund.Police

**SUPPLIES AND SERVICES (cont'd)**

**63.33 - SOFTWARE SUPPLIES (cont'd)**

- Lexipol Policy Manual Management & Daily Training Bulletins Management. PARSAC contributes approximately \$3,000 to this. Budget represents net cost.
- Annual software license for TRAK-Critical Reach, APB development and distribution software.
- Annual software license for COPWARE Legal Sourcebook for officer reference.
- Annual software license for Cellebrite, digital forensics software.
- Annual software license for IA Pro, internal affairs and professional standards tracking.
- Annual software license for Leads Online, which provides access to a database of reported transactions for investigative purposes.
- Annual software license for EvidenceOnQ, evidence tracking software.
- Annual maintenance fee for the evidence bar code scanner.
- One (1) license to Adobe Creative Cloud Pro.
- Monthly fee for access to online people search software (~\$250 per month).
- Annual software license for a scheduling program. The Department is currently researching software and has narrowed it down to three vendors. All products are approximately the same price. The deciding factor will be the reports that can be created, real-time schedule modifications, and functionality.
- Coban IP Interview Room Systems (2,400/year)
- Miscellaneous software as needed (i.e. Prezi presentation software, Microsoft software, DropBox, ESRI, Patrol Scheduling Software).

**63.34 - SAFETY SUPPLIES**

Provides for all safety supplies and repairs to safety supplies such as firearms, personal protective equipment, batons, chemical agents, road flares, range equipment, ammunition, and tools and munitions less lethal than firearms.

**63.35 - GENERAL SUPPLIES**

Provides for all non-safety supplies, non-capital items, and equipment including expenses related to conducting employment interviews and staff meetings, tools, evidence packaging items, printer maintenance for desktop printers and unique equipment needs not contained or described in other accounts. Also includes document shredding services at \$45 per month. This also provides for costs to hold monthly meetings for various staff groups at coffee shops or over lunch.

**63.36 - WATERCRAFT INSPECTION PROGRAM**

The Watercraft Inspection Program for Donner Lake prevents the infestation of Aquatic Invasive Species (AIS) into our waterways. In past years, the Police Department worked in collaboration with Tahoe Regional Planning Agency, Tahoe Resource Conservation District, Truckee Donner Recreation & Parks District, Tahoe Donner Home Owners' Association and the Donner Lake Property Owners Association to conduct watercraft inspections. For FY19/20 the Town Council voted to move to a mandatory self-inspection program for Donner Lake. Truckee Police Department works in collaboration with Truckee Donner Recreation & Parks District, Tahoe Donner Home Owners' Association, and the Donner Lake Property Owners Association to enforce the self-inspection has been completed prior to launching on Donner Lake. As of July 31, 2020 we had approximately 800 Donner Lake stickers administered. This program along with public outreach has been a success, and will operate the mandatory self-inspection program going forward. Costs are to fund purchases of stickers and to create an online training certification program.

**63.45 - PHOTOCOPYING**

Provides for copier usage based on monthly meter readings and monthly service costs for the division's copy machines which includes ink and maintenance.

**63.50 - POSTAGE, FREIGHT, AND DELIVERY**

Provides for postage costs, including shipping costs for returned evidence.

**PUBLIC SAFETY - POLICE  
2020/21 EXPENDITURES BUDGET DETAIL**

101.110.xx      General Fund.Police

**SUPPLIES AND SERVICES (cont'd)**

**63.55 - PRINTING**

Provides for printing of business cards, traffic citations, report forms and the Police Department's annual report. Also provides for printing of materials, which will be distributed to educate the community about ongoing community-policing issues.

**63.69 - DUI AND NARCOTICS ANALYSIS FEE**

This is a State mandated pass-through to cities that requires the Town to pay for the cost of chemical testing on DUI and Narcotics cases. Each year, Nevada County receives funding from the State to cover the cost of these tests. If State funding is not sufficient to cover the total amount of tests conducted, then it will be necessary to use these funds.

- Blood draws at the local hospital. The cost of these draws has increased dramatically in the last year. Staff is working with the hospital to stabilize the cost and drop the current rate.
- Drug screenings by a DOJ approved company.

**63.70 - TELEPHONE**

Provides for an allocation of costs associated with base and long distance telephone rates, the optical fiber network internet connection (including a fiber optic connection to the Department of Justice and for the Department radio system), and miscellaneous charges associated with the Town's Cisco phone system. Also provides for staff cellular phone service and associated equipment.

- Allocation of town-wide phone lines.
- Allocation of the optical fiber network internet connection (~\$450 per month).
- Police radio lines and dedicated detective line at around \$1,000 per month.
- Direct line to the DOJ at \$310 per month.
- Optical line for CLETS at \$1,600 per month.
- Provides a portion or all of the cost for 23 cell phones for the field officers, three (3) cell phones for the CSO's, four (4) cell phones for administrative staff, one (1) cell phone for the emergency services coordinator, 11 mobile connections for the police car tablets, four (4) mobile hotspots and 1 webcam (~\$2,500 month). Also provides for replacement equipment when needed (~\$4,500 per year).

**63.76 - TOWING SERVICES**

Provides for cost of towing and storage of impounded vehicles and towing of police vehicles to be repaired. This expense is offset by impound release fees which are included in the Revenues section of this budget.

**66.20 - REPAIR AND MAINTENANCE - OFFICE EQUIPMENT**

Provides for maintenance and unscheduled repair of office equipment.

**67.10 - ABANDONED VEHICLE TOWING**

Provides for the estimated cost of towing abandoned vehicles from public and private property. Actual costs are reimbursed through vehicle registration funds administered through a joint powers authority.

**67.15 - ACCIDENTS AND DAMAGES**

Provides for repairs of minor damage to private property or town property that may be caused during normal police activities. Negative balances reflect reimbursement from private parties for damages caused to Town property. These reimbursements offset the cost of repairing Town property, charged to the TPD via the Fleet Maintenance Allocation.

**69.10 - VEHICLES - FUEL**

Provides for motor vehicle fuel.

**PUBLIC SAFETY - POLICE  
2020/21 EXPENDITURES BUDGET DETAIL**

101.110.xx      General Fund.Police

**SUPPLIES AND SERVICES (cont'd)**

**69.70 - VEHICLES - REPAIR AND MAINTENANCE**

Provides for maintenance costs from outside vendors associated for department vehicles not maintained by the Fleet Maintenance Division (boat, bicycles, trailers, radar units and mounted thermal imagers). Also provides for carwash services for the TPD fleet.

**69.76 - FLEET MAINTENANCE ALLOCATION**

Provides for an allocation of the vehicle maintenance costs provided by the Fleet Maintenance Division. The costs are estimated using a three-year rolling average of the actual cost allocation. Actual costs allocated will reflect staff time and part costs incurred.

**CAPITAL OUTLAY**

**80.20 - COMPUTER EQUIPMENT**

Provides for the replacement of three (2) computers (\$1,200 each) with one (1) 24 inch monitor each (\$250 each).

**80.34 - FLEET REPLACEMENT FUND**

Provides funds for the eventual and identified replacement of the Police Department vehicles as part of the Town's Fleet Replacement Plan.



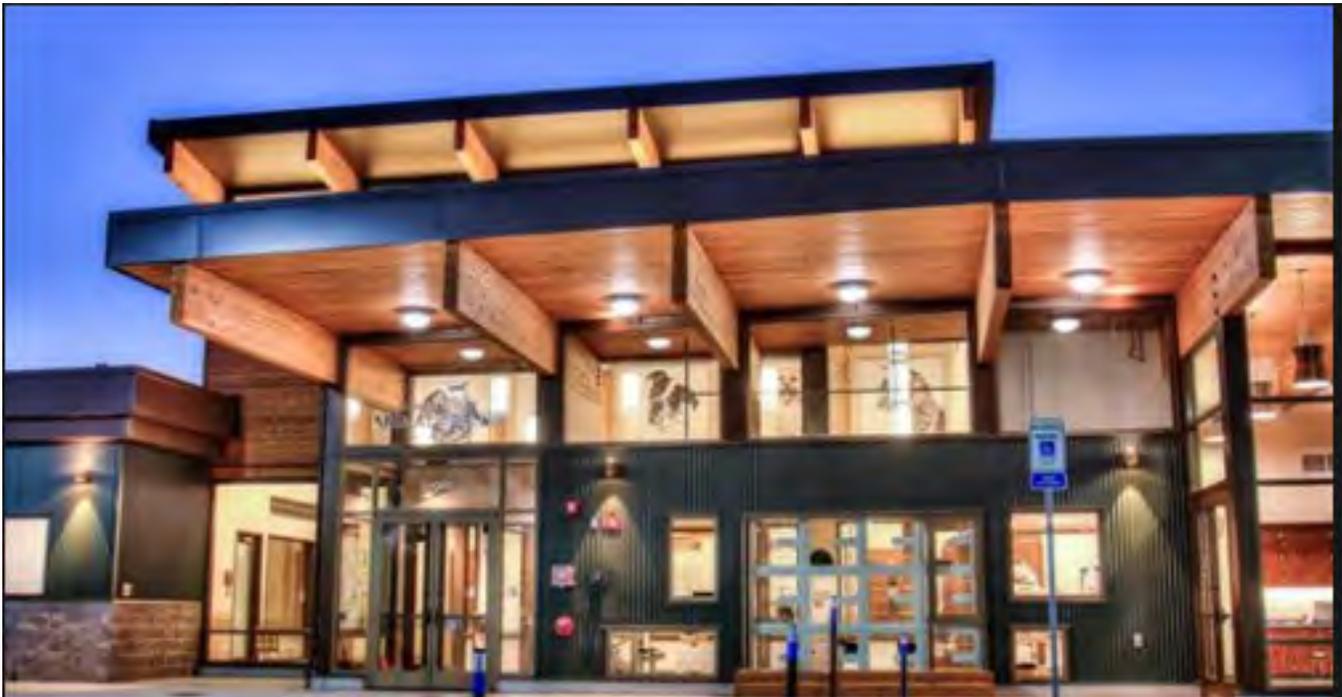


*THE TOWN OF TRUCKEE WANTS TO KEEP WILDLIFE WILD. PART OF THAT EFFORT REQUIRES THAT ANIMALS ARE NOT GIVEN ACCESS TO HUMAN GARBAGE AS A SUBSTITUTE FOR THEIR NORMAL DIET. COMMUNITY MEMBERS ARE ENCOURAGED TO REPORT PROPERTIES WHERE GARBAGE HAS BEEN ACCESSED BY WILDLIFE TO [RECYCLE@TOWNOFTRUCKEE.COM](mailto:RECYCLE@TOWNOFTRUCKEE.COM). THE ISSUE WILL BE REFERRED TO THE TOWN'S CODE COMPLIANCE OFFICER WHO WILL TAKE STEPS TO ENSURE THAT FUTURE TRASH PROBLEMS ARE AVOIDED AND KEEP WILDLIFE SAFE.*

**PUBLIC SAFETY - ANIMAL SERVICES  
2020/21 EXPENDITURES BUDGET**

101.111.00 General Fund.Animal Services.Non-Division

ACCOUNT		2018/19	2019/20	2019/20	2020/21	% CHG BUD	% CHG BUD
		ACTUAL	AMENDED BUDGET	ESTIMATED ACTUALS	PROPOSED BUDGET	TO EA	TO BUD
<b>PERSONNEL</b>							
50.11	Wages - Regular Full-Time	253,577	300,769	290,710	295,395	1.6%	-1.8%
50.15	Wages - Temporary	28,364	16,211	16,150	13,565	-16.0%	-16.3%
50.31	Overtime - Regular Full-Time	2,245	2,000	500	2,000	300.0%	
51.10	Wages - Reimbursed	(1,897)	-	-	-		
54.xx	Benefits	98,707	111,058	97,685	104,710	7.2%	-5.7%
54.61	Deferred Compensation	8,936	10,653	9,100	10,455	14.9%	-1.9%
54.81	RHS	742	2,425	1,994	2,541	27.4%	4.8%
	<b>Total Personnel</b>	<b>390,674</b>	<b>443,116</b>	<b>416,139</b>	<b>428,666</b>	<b>3.0%</b>	<b>-3.3%</b>
<b>SUPPLIES &amp; SERVICES</b>							
60.10	Clothing & Uniforms	1,512	1,000	1,000	1,000		
60.15	Education & Training	5,433	7,000	4,200	7,000	66.7%	
61.00	Professional Services	5,620	4,000	3,000	4,000	33.3%	
63.05	Advertising	765	500	750	500	-33.3%	
63.25	Membership & Dues	945	550	550	550		
63.33	Software Supplies	900	1,400	900	1,400	55.6%	
63.35	General Supplies	2,861	2,500	3,000	2,500	-16.7%	
63.45	Photocopying	1,599	1,500	900	1,600	77.8%	6.7%
63.50	Postage, Freight, & Delivery	2,352	2,000	2,000	2,000		
63.55	Printing	766	700	700	800	14.3%	14.3%
63.70	Telephone	2,923	2,500	2,000	2,500	25.0%	
66.10	Repair & Maint. - Buildings	1,297	1,200	1,400	1,300	-7.1%	8.3%
67.05	Shelter Supplies	27,622	25,000	20,000	28,000	40.0%	12.0%
	<b>Total Supplies &amp; Services</b>	<b>54,595</b>	<b>49,850</b>	<b>40,400</b>	<b>53,150</b>	<b>31.6%</b>	<b>6.6%</b>
<b>CAPITAL OUTLAY</b>							
80.20	Computer Equipment	3,924	-	3,600	-	-100.0%	
	<b>Total Capital Outlay</b>	<b>3,924</b>	<b>-</b>	<b>3,600</b>	<b>-</b>	<b>-100.0%</b>	
	<b>TOTAL</b>	<b>449,193</b>	<b>492,966</b>	<b>460,139</b>	<b>481,816</b>	<b>4.7%</b>	<b>-2.3%</b>



**PUBLIC SAFETY – ANIMAL SERVICES  
2020/21 EXPENDITURES BUDGET DETAIL**

101.111.00 General Fund.Animal Service.Non-Division

**ACTIVITY DESCRIPTION**

Animal Services plans, supervises, coordinates, and participates in the operation of the Town's Animal Shelter for the care and housing needs of domestic animals within the Town of Truckee. Activities include animal husbandry of the shelter animals, administration of the dog licensing program, vaccination clinics, and the administration of the community spay and neuter program. Shelter services are also provided to Placer County and Sierra County by contract. Animal Services is managed as part of the Support Services Division in the Truckee Police Department.

The Animal Shelter opened to the public in September of 2013 and is run in partnership with the Humane Society of Truckee-Tahoe (HSTT). Total intakes for 2019 were 1,120. There were 603 animal adoptions during the same time period. There were 797 field calls for service, and 1,551 dog licenses processed. There were 51 citations issued in 2019. Supply, utility, and building maintenance costs are split 50/50 between the Town and the HSTT. The Town's portion of the building maintenance costs are shown in the Facilities Maintenance Division budget.

	2016	2017	2018	2019
Animal Intakes	1,210	1,041	1,038	1,120
Field Calls	827	783	809	797
Citations Issued	61	43	54	51

Activities planned for the FY20/21 budget year include continuing employee training related to customer service and safety, as well as training related to the status of all laws, regulations, and procedures. The Community Spay and Neuter Program will continue to be offered with the support of our shelter partner, the HSTT. The program offers low and no cost spaying and neutering to qualifying pet owners within the town. In calendar year 2019, 562 surgeries were performed.



**PERSONNEL**

**50.11 - WAGES - REGULAR FULL-TIME**

Provides for 30% of the salary of the Support Services Manager, the Animal Services Manager, one (1) Animal Caretaker II and three (3) Animal Caretakers.

**50.15 - WAGES - TEMPORARY**

Provides for 750 hours for on-call Animal Caretakers to cover for sick time, vacation, workload spikes and training for regular full-time shelter staff.

**50.31 - OVERTIME - REGULAR FULL-TIME**

Provides for overtime compensation to regular non-exempt personnel to work in addition to their regular working hours to cover employee time-off and workload spikes when on-call assistance is not available.

**54.xx - BENEFITS**

Provides for the employer paid portion of Town-provided benefits such as the retirement pension costs, payroll taxes, health insurance, dental insurance, vision insurance, group life insurance and workers compensation insurance.

**PUBLIC SAFETY – ANIMAL SERVICES  
2020/21 EXPENDITURES BUDGET DETAIL**

101.111.00      General Fund.Animal Service.Non-Division

**PERSONNEL (cont'd)**

54.61 - DEFERRED COMPENSATION

Provides for deferred compensation as negotiated by the Town's employee groups.

54.81 - RETIREMENT HEALTH SAVINGS (RHS)

Provides for RHS as negotiated by the Town's employee groups.

**SUPPLIES AND SERVICES**

60.10 - CLOTHING AND UNIFORMS

Provides for uniforms and equipment for Animal Shelter staff.

60.15 - EDUCATION AND TRAINING

Provides for employee attendance at shelter specific training, shelter association meetings, shelter association-type annual training conferences, computer training and customer service training as needed and as staffing allows. The usage of this funding fluctuates based on whether the annual conferences are in northern or southern California. The Town only sends the caretaker staff when the conference is in northern California as a cost control measure.

61.00 - PROFESSIONAL SERVICES

Provides for veterinarian costs for impounded animals, rabies testing, disposal of hazardous waste, and pre-employment screenings for new hires. Also includes some costs to administer the Community Spay and Neuter program. These costs are offset by grant revenue from the State of California.

63.05 - ADVERTISING

Provides for advertising vaccination clinics and available employment opportunities at the shelter.

63.25 - MEMBERSHIP AND DUES

Provides for memberships in the California Animal Welfare Association, the Association for Animal Welfare Advancement, the California Association of Veterinary Technicians, and the Humane Society Veterinarian Medical Association.

63.33 - SOFTWARE SUPPLIES

Provides for half the software support and maintenance for the Animal Shelter software and data/file storage module (\$1,800 total). HSTT covers their portion of the costs.

63.35 - GENERAL SUPPLIES

Provides for miscellaneous office costs, such as forms, pens, and credit card fees. The HSTT covers their portion of these costs.

63.45 - PHOTOCOPYING

Provides for copier usage based on monthly meter readings and monthly service costs for the division's copy machines which includes ink and maintenance. The HSTT covers their portion of these costs.

63.50 - POSTAGE, FREIGHT, AND DELIVERY

Provides for license renewal mailings, daily Animal Service mailings, follow-ups and warnings. The HSTT covers their portion of these costs. Also provides for shipments of lab work to the testing facilities.

63.55 - PRINTING

Provides for the printing of animal service forms, citation books, and dog license tags.

**PUBLIC SAFETY – ANIMAL SERVICES  
2020/21 EXPENDITURES BUDGET DETAIL**

101.111.00 General Fund.Animal Service.Non-Division

**SUPPLIES AND SERVICES (cont'd)**

**63.70 - TELEPHONE**

Provides for an allocation of costs for the Town-wide phone network, a dedicated line to the animal shelter, the optical fiber internet connection, and miscellaneous charges associated with the Town's Cisco phone system. The HSTT covers their portion of these costs. Also provides for a portion or all the staff cellular phone service and equipment for the Animal Shelter Manager and the Support Services Manager.

**66.10 - REPAIR AND MAINTENANCE - BUILDINGS**

Provides for maintenance supplies not included in the Facilities Maintenance Division budget. Also provides for the cost of cleaning the Animal Shelter floor mats.

**67.05 - SHELTER SUPPLIES**

Provides for supplies needed for the sanitary upkeep of the Animal Shelter kennel areas, bathrooms and office areas. Also provides for vaccinations, medicine, medical equipment for the clinic, and food for the animals. The HSTT covers their portion of these costs.

**CAPITAL OUTLAY**

**80.20 - COMPUTER EQUIPMENT**

The FY19/20 expenses included the purchase of new computers needed for efficient operations of the kennel, not previously identified.

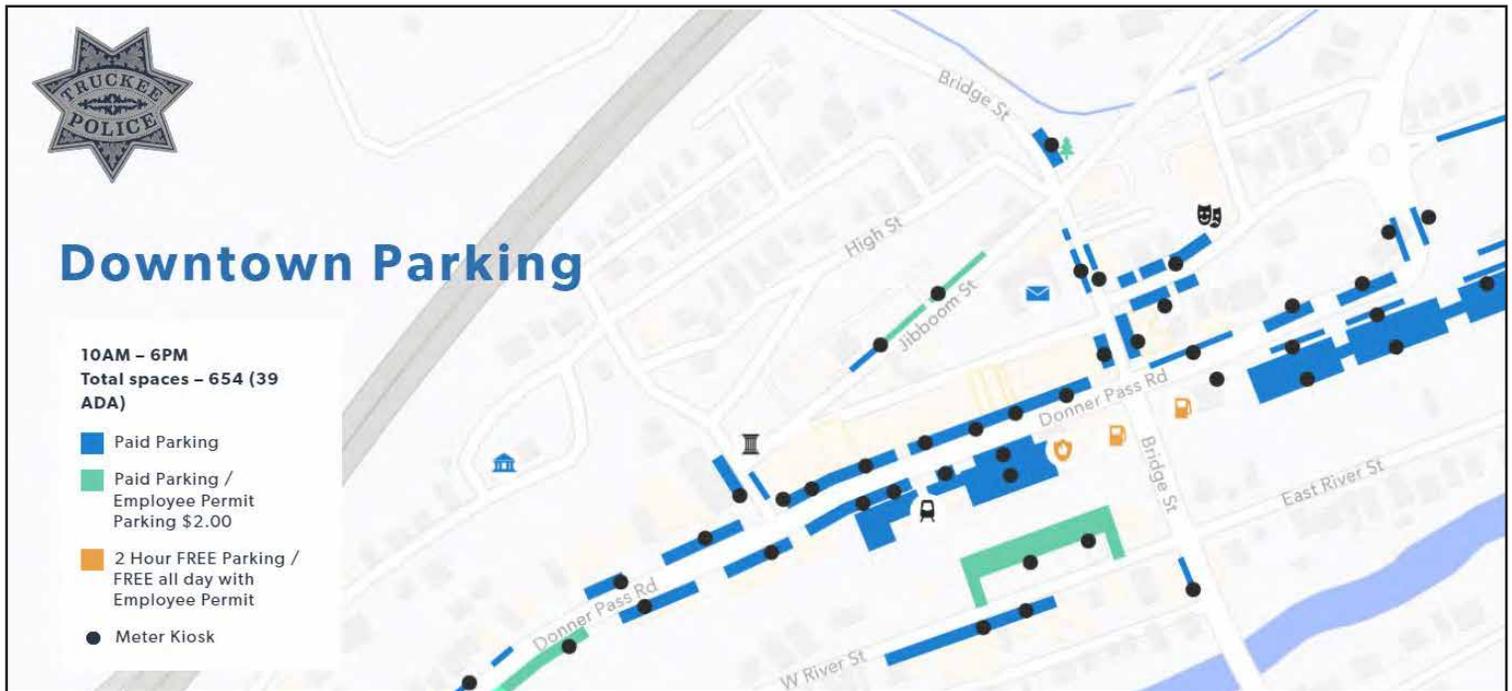


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**PUBLIC SAFETY - PARKING FUND  
2020/21 EXPENDITURES BUDGET**

501.000.00 Parking Fund.Non-Department.Non-Division

ACCOUNT		2018/19 ACTUAL	2019/20 AMENDED BUDGET	2019/20 ESTIMATED ACTUALS	2020/21 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
<b>PERSONNEL</b>							
50.11	Wages - Regular Full-Time	130,635	169,973	160,731	157,449	-2.0%	-7.4%
50.14	Wages - Part-Time	23,287	-	-	-		
50.31	Overtime - Regular Full-Time	2,020	1,500	900	1,500	66.7%	
50.32	Holiday Pay	670	844	778	860	10.5%	1.9%
51.10	Wages - Reimbursed	-	-	543	-	-100.0%	
54.xx	Benefits	78,307	76,264	54,231	77,284	42.5%	1.3%
54.61	Deferred Compensation	3,676	6,108	5,061	4,630	-8.5%	-24.2%
54.81	RHS	459	402	429	509	18.4%	26.5%
55.71	Car Allowance	-	-	175	264	50.9%	100.0%
55.80	Compensated Absences	1,871	(14,515)	(8,801)	4,127		100.0%
	<b>Total Personnel</b>	<b>240,924</b>	<b>240,576</b>	<b>214,049</b>	<b>246,622</b>	<b>15.2%</b>	<b>2.5%</b>
<b>SUPPLIES &amp; SERVICES</b>							
60.10	Clothing & Uniforms	599	1,000	750	750		-25.0%
60.15	Education & Training	1,482	2,500	1,800	2,500	38.9%	
61.36	Town Services - Snow Removal	34,707	20,000	20,000	20,000		
61.37	Town Service - Maintenance	2,189	5,000	5,000	5,000		
63.01	Administrative Overhead	61,800	68,603	65,586	82,670	26.0%	20.5%
63.25	Membership & Dues	385	300	400	300	-25.0%	
63.33	Software Supplies	17,959	21,000	21,000	26,000	23.8%	23.8%
63.35	General Supplies	243	500	250	500	100.0%	
63.40	Permits, Licensing & Fees	14,289	18,000	16,000	18,000	12.5%	
63.50	Postage, Freight, & Delivery	1,080	1,000	1,000	1,000		
63.55	Printing	-	50	-	50		
63.70	Telephone	1,542	1,600	1,400	1,600	14.3%	
63.75	Utilities	410	500	500	500		
63.80	Credit Card Fees	64,192	75,000	65,000	75,000	15.4%	
63.83	Bank Fees	3,530	4,500	4,500	4,500		
66.15	Repair & Maint - Meters	13	-	45	-	-100.0%	
67.06	Meters, Signs & Enforcement Supplies	29,725	30,000	27,500	30,000	9.1%	
68.50	Rent - Office Space	18,287	16,915	16,042	42,861	167.2%	153.4%
68.51	Land Leases	65,379	60,000	60,000	60,000		
69.10	Vehicles - Fuel	243	300	300	300		
69.76	Fleet Maintenance Allocation	-	1,654	1,663	1,697	2.0%	2.6%
	<b>Total Supplies &amp; Services</b>	<b>318,055</b>	<b>328,422</b>	<b>308,736</b>	<b>373,228</b>	<b>20.9%</b>	<b>13.6%</b>
<b>CAPITAL OUTLAY</b>							
77.10	Transfer to CIP Fund	141,205	1,350,500	66,359	1,339,641	1918.8%	-0.8%
77.10	Transfer to General Fund	-	100,000	100,000	100,000		
80.20	Computer Equipment	178	-	-	-		
80.45	Vehicles	-	45,000	-	45,000		
89.00	Depreciation Expense	9,971	9,347	9,763	15,775	61.6%	68.8%
	<b>Total Capital Outlay</b>	<b>151,354</b>	<b>1,504,847</b>	<b>176,122</b>	<b>1,500,416</b>	<b>751.9%</b>	<b>-0.3%</b>
	<b>TOTAL</b>	<b>710,333</b>	<b>2,073,845</b>	<b>698,906</b>	<b>2,120,266</b>	<b>203.4%</b>	<b>2.2%</b>



*DID YOU KNOW: IF YOU VISIT [WWW.TRUCKEEPOLICE.COM/PARKING](http://WWW.TRUCKEEPOLICE.COM/PARKING), YOU CAN ACCESS A MAP OF THE DOWNTOWN PARKING DISTRICT WHICH DETAILS THE PAID PARKING LOTS DOWNTOWN AND WHERE METERS CAN BE ACCESSED..*

**PUBLIC SAFETY – PARKING FUND  
2020/21 EXPENDITURES BUDGET DETAIL**

501.000.00      Parking Fund.Non-Department.Non-Division

**ACTIVITY DESCRIPTION**

The Truckee Police Department is responsible for the oversight of maintenance and operations of the Town's Parking District which includes equipment and facilities, parking lots, revenue collection, facility maintenance, equipment acquisition and repair, resolving of customer issues, lease agreements, coordinating and administering parking permits, adjudication of issued citations, and managing and coordinating daily activities of parking enforcement personnel. The Parking District also coordinates activities with other Town departments and local businesses and acts as a liaison to the public, business owners, boards and Town Council regarding parking related issues.

**PERSONNEL**

**50.11 - WAGES - REGULAR FULL-TIME**

Provides for 5% of the salary of the Chief of Police, 15% of the salary of the Support Services Manager, 25% of the wages for the Support Services Supervisor, 10% of the wages for one (1) Police Sergeant, 5% of the wages for two (2) Community Service Officer (CSO) IIs, 20% of the wages of two (2) Police Records Assistant (previously 10% and one assistant) and one (1) full-time Police Aide. Starting in FY20/21, the Admin CSO II position has been converted to a Police Records Assistant.

**50.31 - OVERTIME - REGULAR FULL-TIME**

Provides for overtime compensation to regular full-time non-exempt personnel to work in addition to their normal working hours.

**50.32 - HOLIDAY PAY**

Provides for an allocation of holiday pay accrual costs for the police sergeant who is tasked with working on Parking related issues. The amount is calculated in accordance with the terms of the Town's personnel agreement with the Police Officer's Association, which allows for a payoff of the accrual to employees during the first pay period of December. The budgeted cost reflects the maximum allowable accrual per officer including special pay.

**54.xx - BENEFITS**

Provides for the employer paid portion of Town-provided benefits such as the retirement pension costs, payroll taxes, health insurance, dental insurance, vision insurance, group life insurance and workers compensation insurance.

**54.61 - DEFERRED COMPENSATION**

Provides for deferred compensation as negotiated by the Town's employee groups.

**54.81 - RETIREMENT HEALTH SAVINGS (RHS)**

Provides for RHS as negotiated by the Town's employee groups.

**55.80 - COMPENSATED ABSENCES**

For this enterprise fund, this account will incur the liability of the unused portion of vacation, sick and compensatory time in accordance with the accounting rules for fiduciary funds.

**SUPPLIES AND SERVICES**

**60.10 - CLOTHING AND UNIFORMS**

Provides for uniforms and embroidery for Parking Division staff, as well as a portion of the dry cleaning costs for some employees allocated to this fund.

**60.15 - EDUCATION AND TRAINING**

Provides for ongoing training for the Parking Division staff.

**61.36 - TOWN SERVICES - SNOW REMOVAL**

Provides for snow removal and off-haul in the Downtown Parking District provided by the Town of Truckee Public Works Department.

**PUBLIC SAFETY – PARKING FUND  
2020/21 EXPENDITURES BUDGET DETAIL**

501.000.00 Parking Fund.Non-Department.Non-Division

**SUPPLIES AND SERVICES (cont'd)**

**61.37 - TOWN SERVICES - MAINTENANCE**

Provides for maintenance of parking areas in the downtown parking district, including sweeping, striping, slurry seals, paving and signage installation by the Town of Truckee Public Works Department.

**63.01 - ADMINISTRATIVE OVERHEAD**

Provides for a reimbursement to the General Fund from the Parking fund related to administration, including payroll, human resource services, and facilities maintenance of the space occupied by the division. This charge is necessary to reflect the true costs of operating the division as an enterprise fund. The increase is due to increased costs in the Town’s information technology infrastructure.

**63.25 - MEMBERSHIP AND DUES**

Provides for annual membership dues for professional parking associations, as needed.

**63.33 - SOFTWARE SUPPLIES**

Provides for the following:

- Monthly meter communication fees (~1,800 per month).
- Monthly service contract fees for the parking citation management program (~\$350 per month).

Increase is to cover the cost of increased meter communication fees in new parking areas expected on West River Street and the Railyard area.

**63.35 - GENERAL SUPPLIES**

Provides for paper and other miscellaneous office supplies.

**63.40 - PERMITS, LICENSES AND FEES**

Provides for the fees paid to Nevada County for paid parking citations as required by State Law (\$11 per citation). These fees are collected as part of the citation fine and passed through to Nevada County. Increase due to more parking enforcement hours spent Downtown.

	FY16/17	FY17/18	FY18/19	FY19/20 thru Jan 20
Parking Citations Paid #	896	1,165	1,299	1,002
Parking Citations Paid \$	\$ 54,415	\$ 73,046	\$ 51,095	\$ 55,568
Meter Revenue	\$ 730,620	\$ 826,943	\$ 851,678	\$ 542,375

**63.50 - POSTAGE, FREIGHT, AND DELIVERY**

Provides for postage and mailing costs for Parking Division operations. Parking administrative staff is working to increase follow-up efforts on unpaid citations, which is increasing the postage costs for the division.

**63.55 - PRINTING**

Provides for printing costs related to Parking Division operations including business cards.

**63.70 - TELEPHONE**

Provides for an allocation of costs for the Town-wide base and long distance phone plan, the optical fiber internet connection, and miscellaneous charges associated with the Town's Cisco phone system. Also provides for staff cellular phone service and equipment.

**63.75 - UTILITIES**

Provides for safety lighting in the Fire Station parking lot.

**PUBLIC SAFETY – PARKING FUND  
2020/21 EXPENDITURES BUDGET DETAIL**

501.000.00      Parking Fund.Non-Department.Non-Division

**SUPPLIES AND SERVICES (cont'd)**

**63.80 - CREDIT CARD FEES**

Provides for the fees associated with accepting credit card payments at the downtown parking meters, at the police department front desk for in-person payments, and at a terminal on the parking website for parking citations. The fees for accepting credit cards at the parking meters is high due to the high volume of low dollar transactions. With the increase in paid parking spaces in the downtown parking district (with the Railyard Development), meter revenue is expected to increase, thus increasing credit card fees.

**63.83 - BANK FEES**

Provides for bank charges associated with the armored car service that picks up the coin deposits from the Town, as well as the Parking Division's share of the Town's bank fees.

**67.06 - METERS, SIGNS AND ENFORCEMENT SUPPLIES**

Provides for meter receipt paper, citation paper, meter cleaning supplies, meter spare parts, employee permits, instructional decals, and signage. Also provides for a monthly maintenance fee with the meter maintenance company to keep the Town supplied with meter replacement parts (\$1,760 per month), a service that was added during FY18/19. The increase is to cover the cost of this maintenance program, as well as additional amounts for other items. There has also been an increase in the number of meters with the addition of paid parking in the Railyard Development.

**68.50 - RENT - OFFICE SPACE**

Provides for the division's lease of the Town Hall office space including utilities, facility maintenance and janitorial services.

**68.51 - LAND LEASES**

Provides for the annual lease payments plus a contracted CPI increase to the private off-street parking lot at Jax Diner. This lease will no longer be required when the planned easement purchase is completed with Union Pacific Railroad.

**69.10 - VEHICLES - FUEL**

Provides for fuels costs for the Parking division vehicles.

**69.76 - FLEET MAINTENANCE ALLOCATION**

Provides for an allocation of the vehicle maintenance costs provided by the Fleet Maintenance Division. The costs are estimated using a three-year rolling average of the actual cost allocation. Actual costs allocated will reflect staff time and part costs incurred.

**CAPITAL OUTLAY**

**77.10 - TRANSFERS OUT**

- To the Capital Improvement Projects Fund: The FY20/21 budget includes amounts for the purchase of the parking lot adjacent to Jax Diner on West River Street.
- To the General Fund: Repayments of \$100,000 per fiscal year, started in FY19/20 for a parking lot easement.

**89.00 - DEPRECIATION EXPENSE**

For enterprise funds, this account expenses the used portions of fixed assets in accordance with the accounting rules for enterprise funds.

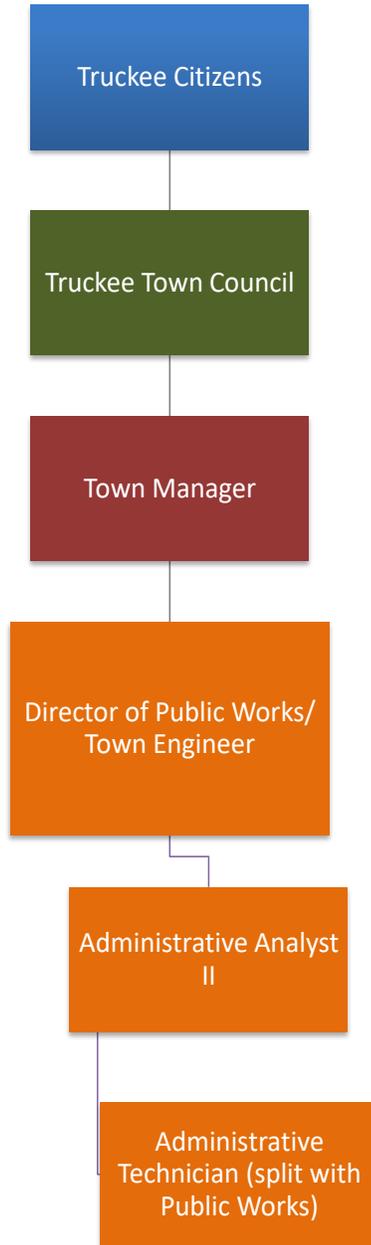
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## SECTION 8 - PUBLIC TRANSIT EXPENDITURES



PUBLIC TRANSIT ORGANIZATION CHART  
PUBLIC TRANSIT EXPENDITURES

PUBLIC TRANSIT ORGANIZATION CHART  
2020/21 BUDGET



**PUBLIC TRANSIT  
2020/21 EXPENDITURES BUDGET**

502.xxx.00 Public Transit Fund.Non-Department.Non-Division		2018/19	2019/20	2019/20	2020/21	% CHG BUD	% CHG BUD
ACCOUNT		ACTUAL	AMENDED	ESTIMATED	PROPOSED	TO EA	TO BUD
000	PERSONNEL		BUDGET	ACTUALS	BUDGET		
50.11	Wages - Regular Full-Time	91,391	109,944	101,481	124,742	22.9%	13.5%
50.31	Overtime - Regular Full-Time	27	-	-	-		
54.xx	Benefits	47,274	48,102	40,714	62,265	52.9%	29.4%
54.61	Deferred Compensation	4,731	4,944	3,848	5,603	45.6%	13.3%
54.81	RHS	1,634	1,685	1,674	1,635	-2.3%	-2.9%
55.71	Car Allowances	396	396	396	396	0.0%	
55.80	Compensated Absences	(3,047)	2,849	7,456	3,790	-49.2%	33.0%
	<b>Total Personnel</b>	<b>142,405</b>	<b>167,920</b>	<b>155,569</b>	<b>198,430</b>	<b>27.6%</b>	<b>18.2%</b>
	<b>SUPPLIES &amp; SERVICES</b>						
<b>181</b>	<b>TRUCKEE LOCAL SERVICES</b>						
61.34	Fixed Route	173,223	490,680	416,995	568,000	36.2%	15.8%
61.35	Donner Summit Winter Shuttle	89,431	100,940	-	-		-100.0%
61.38	Dial-A-Ride	250,554	334,179	285,900	276,500	-3.3%	-17.3%
61.39	Special Event Shuttles	90,158	107,866	80,000	10,000	-87.5%	-90.7%
	<b>Subtotal Truckee Local Services</b>	<b>603,367</b>	<b>1,033,665</b>	<b>782,895</b>	<b>854,500</b>	<b>9.1%</b>	<b>-17.3%</b>
<b>182</b>	<b>REGIONAL SERVICES</b>						
61.30	North Lake Tahoe Airport Shuttle	10,300	10,500	10,500	10,609	1.0%	1.0%
61.32	Hwy 89 Year Round & 267 Winter	110,249	137,509	115,253	124,011	7.6%	-9.8%
61.33	Hwy 267 - Non-Winter	67,696	93,253	72,794	80,278	10.3%	-13.9%
	<b>Subtotal Regional Services</b>	<b>188,245</b>	<b>241,262</b>	<b>198,547</b>	<b>214,899</b>	<b>8.2%</b>	<b>-10.9%</b>
<b>180</b>	<b>GENERAL SERVICES &amp; SUPPLIES</b>						
60.15	Education & Training	523	2,000	3,500	5,000	42.9%	150.0%
61.00	Professional Services	800	7,500	40,042	92,500	131.0%	1133.3%
61.30	Marketing	12,500	13,750	13,750	14,163	3.0%	3.0%
63.01	Administrative Overhead	-	47,885	47,667	58,628	23.0%	22.4%
63.05	Advertising	-	500	500	500		
63.25	Membership & Dues	606	645	645	664	3.0%	3.0%
63.35	General Supplies	727	525	525	541	3.0%	3.0%
63.50	Postage, Freight, & Delivery	76	100	100	100		
63.55	Printing	-	50	50	50		
63.70	Telephone	2,790	2,950	2,800	2,800		-5.1%
66.10	Repair & Maint. - Shelters	18,368	6,600	8,500	11,500	35.3%	74.2%
66.20	Repair & Maint. - Office Equip.	-	50	50	50		
67.07	Shelters, Buses & Signs Supplies	102	500	500	500		
68.03	CalTIP Insurance	44,813	46,157	45,503	65,309	43.5%	41.5%
68.50	Rent	-	-	-	21,331		100.0%
69.10	Vehicles - Fuel	38,332	92,943	51,635	72,000	39.4%	-22.5%
69.20	Vehicles - Mileage	-	250	250	250		
69.76	Fleet Maintenance Allocation	74,837	62,464	62,846	64,123	2.0%	2.7%
	<b>Subtotal General Supplies &amp; Services</b>	<b>194,475</b>	<b>284,869</b>	<b>278,863</b>	<b>410,008</b>	<b>47.0%</b>	<b>43.9%</b>
	<b>Subtotal Supplies &amp; Services</b>	<b>986,087</b>	<b>1,559,796</b>	<b>1,260,305</b>	<b>1,479,406</b>	<b>17.4%</b>	<b>-5.2%</b>
	<b>Subtotal Personnel and Supplies &amp; Services</b>	<b>1,128,492</b>	<b>1,727,716</b>	<b>1,415,874</b>	<b>1,677,837</b>	<b>18.5%</b>	<b>-2.9%</b>
<b>000</b>	<b>CAPITAL OUTLAY</b>						
80.20	Computer Equipment	-	-	71	-	-100.0%	
80.73	Prop 1B PTMISEA	78,451	-	12,743	72,024	465.2%	100.0%
80.74	Cal OES - Safety & Security Projects	-	25,800	25,800	-	-100.0%	-100.0%
80.75	State of Good Repair	-	-	-	127,976		100.0%
89.00	Depreciation Expense	74,049	84,388	81,086	77,760	-4.1%	-7.9%
	<b>Total Capital Outlay</b>	<b>152,500</b>	<b>110,188</b>	<b>119,700</b>	<b>405,736</b>	<b>239.0%</b>	<b>268.2%</b>
	<b>TOTAL</b>	<b>1,280,992</b>	<b>1,837,904</b>	<b>1,535,574</b>	<b>2,083,573</b>	<b>35.7%</b>	<b>13.4%</b>
80.70	Less: Capital Assets	(78,451)	(25,800)	(38,543)	(72,024)		
	<b>TOTAL NET EXPENDITURES</b>	<b>1,202,541</b>	<b>1,812,104</b>	<b>1,497,030</b>	<b>2,011,549</b>	<b>34.4%</b>	<b>11.0%</b>

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**PUBLIC TRANSIT  
2020/21 EXPENDITURES BUDGET DETAIL**

502.xxx.00      Public Transit Fund.Non-Department.Non-Division

**ACTIVITY DESCRIPTION**

This budget reflects expenditures for the Tahoe Truckee Area Regional Transit (TART) programs that currently operate in Truckee along with regional services operated by Placer County and supported by funding from the Town. The Town contracts out for transit services for drivers and dispatchers to operate the Truckee TART fare free system that includes Fixed Route Services (Local Route and Regional Night) and Dial-A-Ride. The Town owns the transit vehicles, which are maintained by the Town's Fleet Maintenance Division. The Town also operates community shuttles to events (Truckee Thursdays, July 4th Parade, week between Christmas and New Year's Eve) through a separate on-call contract with two other transportation vendors (Northstar California and Metro Transit) who provide their own buses to operate these shuttle programs. Sources of revenue to support the transit services are listed and described in the Transit section of the Revenue Budget.

The Local Route operates two seasonal schedules within Truckee. The non-winter (early April to mid-December) service operates seven days per week from 7am-7pm with service during winter starting one hour earlier at 6am. The Regional Night Service operates year-round between Truckee and the Northstar and Squaw Valley Resorts. Peak season service operates 6pm-11:30pm and shoulder season service operates 6pm-10:30pm.

Per the requirements of the American's with Disabilities Act (ADA), the Town is required to provide paratransit demand response service within three quarters of a mile of the Fixed Route services. This is accomplished through the Dial-A-Ride (DAR) program. DAR is also offered in the outlying neighborhoods not served by the Fixed Routes. The Town receives grant funding to provide DAR service beyond the ADA Fixed Route corridor to the outlying neighborhoods. The DAR program is by reservation only and is available the same days and hours as the Fixed Route services.

With additional revenue now available to the Town as a result of the Transit Funding Equity Study completed in 2019, this budget proposes to continue to implement transit improvements identified in the Long Range and Short Range Transit Plans. In November 2019, the Town expanded Local Route hours from 9am-5pm six days per week to 7am-7pm seven days per week, and implemented a new Regional Night Service in December 2019. This budget includes operating the Regional Night Service not only during peak Summer and peak Winter periods but also during the shoulder season given the success of this new service that began during they FY 19/20 Winter season. Expanded transit service into the Truckee neighborhoods is also outlined in the plans, however, additional vehicles would need to be purchased and the transit operator would need to hire additional staff prior to implementation. To determine the most effective neighborhood service, the Town plans to conduct a feasibility study on micro transit options along with traditional transit options.

As mentioned above, the Town contracts for transit services and the prior five-year contract expired on June 30, 2020. The Town solicited an RFP and had two operators respond. Paratransit Services, who had the last contract, was awarded the new contract that will run through June 30, 2027. The new contracted rate is 15 percent higher than the prior contracted rate due in part to Paratransit Services paying higher wages to retain staff and improving staff benefits.

**PERSONNEL**

**50.11 - WAGES - REGULAR FULL-TIME**

Provides for 6% of the salary of the Director of Public Works/Town Engineer (DPW/TE), 80% of the salary of one Administrative Analyst II (20% to Economic Development), and 50% of the wages of one Administrative Technician (50% to Public Works).

**54.xx - BENEFITS**

Provides for the employer paid portion of Town-provided benefits such as the retirement pension costs, payroll taxes, health insurance, dental insurance, vision insurance, group life insurance and workers compensation insurance. The increase is related to rising retirement pension costs.

**PUBLIC TRANSIT  
2020/21 EXPENDITURES BUDGET DETAIL**

502.xxx.00      Public Transit Fund.Non-Department.Non-Division

**PERSONNEL (CONT'D)**

**54.61 - DEFERRED COMPENSATION**

Provides for deferred compensation as negotiated by the Town's employee groups.

**54.81 - RETIREMENT HEALTH SAVINGS (RHS)**

Provides for RHS as negotiated by the Town's employee groups.

**55.71 - CAR ALLOWANCE**

Provides for the use of the DPW/TE's private vehicle on Town business (6%).

**55.80 - COMPENSATED ABSENCES**

For this enterprise fund, this account will incur the liability of the unused portion of vacation, sick and compensatory time in accordance with the accounting rules for fiduciary funds.

**SUPPLIES AND SERVICES**

**181 TRUCKEE LOCAL SERVICES**

**61.34 - FIXED ROUTE**

Provides for contract services for operation of the Truckee TART Fixed Routes. Increase to provide for the additional service hours and contractor cost increase as described in the division's activity description.

**61.38 - DIAL-A-RIDE**

Provides for contract services for the operation of the Truckee TART Dial-A-Ride program.

**61.39 - SPECIAL EVENT SHUTTLE**

Provides for shuttles to community events such as Truckee Thursdays, July 4th Parade, and others. Due to the COVID-19 situation, the Truckee Thursdays and July 4<sup>th</sup> Parade events were canceled for the 2020 summer season, so the shuttles did not operate. However, \$10,000 is included in the budget for shuttle operations to the 2021 Truckee Thursdays event that starts in June 2021.

**182 REGIONAL SERVICES**

**61.30 - NORTH LAKE TAHOE EXPRESS (AIRPORT SHUTTLE)**

The Town provides partner funding of \$10,609 to support the North Lake Tahoe Express (NTLE) airport service that operates between Reno and our region. The Town is one of several funding partners for this service that is managed by the Truckee North Tahoe Transportation Management Association (TNT/TMA).

**61.32 - HIGHWAY 89 YEAR-ROUND AND 267 WINTER SERVICE**

Provides for service on Hwy 89 between Tahoe City and Truckee on a year-round basis (\$80,058), and on Hwy 267 between Kings Beach and Truckee during the winter months (\$43,953). This service is operated by Placer County.

**61.33 - HIGHWAY 267 NON-WINTER SERVICE**

Provides for 25% of an additional 250 days of service on Hwy 267 (started in FY16/17) operated by Placer County. This service is provided in partnership with Placer County and the Truckee Tahoe Airport District (TTAD). Placer County funds 50% of the cost and TTAD funds the remaining 25%.

**180 GENERAL SERVICES AND SUPPLIES**

**60.15 - EDUCATION AND TRAINING**

Provides for ongoing training for staff assigned to manage the transit program. Town staff also serves on the board for the California Transit Indemnity Pool (CalTIP), the Town's transit-related insurance, but all costs associated with the travel to the biannual meetings are reimbursed by CalTIP, therefore the net effect to the Town's budget is \$0.

**PUBLIC TRANSIT  
2020/21 EXPENDITURES BUDGET DETAIL**

502.xxx.00 Public Transit Fund.Non-Department.Non-Division

**SUPPLIES AND SERVICES (CONT'D)**

**180 GENERAL SERVICES AND SUPPLIES (CONT'D)**

61.00 - PROFESSIONAL SERVICES

Provides for an annual audit (\$2,000) required by the State of California, for miscellaneous consulting services (\$5,500) and to conduct a neighborhood transit service feasibility study (\$85,000).

61.30 - MARKETING

The Truckee North Tahoe Transportation Management Association per contract conducts the marketing efforts of the Truckee TART system (and Regional TART operated by Placer County).

63.01 - ADMINISTRATIVE OVERHEAD

Provides for a reimbursement to the General Fund from the Public Transit fund related to administration, including payroll, human resource services, and facilities maintenance of the space occupied by the division. This charge is necessary to reflect the true costs of operating the division as an enterprise fund.

63.05 - ADVERTISING

Provides for advertisement of the transit programs, public hearings associated with transit changes and grant applications.

63.25 - MEMBERSHIP AND DUES

Provides for the Town's membership in the California Association for Coordinated Transportation (CalACT) and the fee for the monthly meetings of the TNT/TMA.

63.35 - GENERAL SUPPLIES

Provides for office stationery forms, office supplies, small items and non-capital equipment and furniture.

63.50 - POSTAGE, FREIGHT, AND DELIVERY

Provides for postage and mailing costs.

63.55 - PRINTING

Provides for the printing of business cards for division staff and other miscellaneous printing needs.

63.70 - TELEPHONE

Provides for an allocation of costs associated with base and long distance telephone rates (including a line for the Transit Dispatch Center), the optical fiber network internet connection, and miscellaneous charges associated with the Town's phone system. Also provides for a portion of staff cellular phone service and associated equipment.

66.10 - REPAIR AND MAINTENANCE - BUILDINGS

Provides for repair and maintenance of the Town's transit shelters generally provided by the Facilities Maintenance Division and the Road Maintenance Division staff, reimbursed to the General Fund on a quarterly basis. The Capital Improvement Project Budget includes the replacement of one of the Town's older transit shelters as part of C1819.

66.20 - REPAIR AND MAINTENANCE - OFFICE EQUIPMENT

Provides for maintenance and unscheduled repair of office equipment.

67.07 - SHELTERS, BUSES AND SIGNS SUPPLIES

Provides supplies for shelters and buses including bus stop signage.

67.15 - ACCIDENTS AND DAMAGES

Negative balances reflect reimbursement for repair costs from private parties for damages caused to Town property. These repairs are typically expensed to the Fleet Maintenance Division and charged to the Transit Fund via the Fleet Maintenance Allocation.

**PUBLIC TRANSIT  
2020/21 EXPENDITURES BUDGET DETAIL**

502.xxx.00      Public Transit Fund.Non-Department.Non-Division

**SUPPLIES AND SERVICES (CONT'D)**

**180 GENERAL SERVICES AND SUPPLIES (CONT'D)**

68.03 - CALTIP INSURANCE

CalTIP insurance coverage for transit vehicles and transit infrastructure such as transit shelters and covers bodily injury and physical damage.

69.10 - VEHICLES - FUEL

Provides for fuels for the operation of Truckee TART services.

69.20 - VEHICLES - MILEAGE

Provides payment to staff for use of a private vehicle on Town business not already provided for under a car allowance or through the education and training budget.

69.76 - FLEET MAINTENANCE ALLOCATION

Provides for an allocation of the vehicle maintenance costs provided by the Fleet Maintenance Division. The costs are estimated using a three-year rolling average of the actual cost allocation. Actual costs allocated will reflect staff time and part costs incurred.

**CAPITAL OUTLAY**

80.73 - PROPOSITION 1B PTMISEA

Provides funding for transit capital projects such as bus replacement, transit technology, other transit infrastructure (shelters/benches) and equipment (cameras). Projects to date include the purchase of new buses, bus stop signs for the new TART branding project, the NextBus program that provides real-time information on when a bus is expected to arrive at a stop, and video surveillance equipment on the buses. There is \$72,024 remaining of the original \$466,383 grant award and potential projects include replacing a vehicle that is at the end of its useful life or building a new transit shelter on Estates Drive. Funds must be expended by June 30, 2023.

80.75 – STATE OF GOOD REPAIR

The State of Good Repair (SGR) funding program was created in April 2017 through Senate Bill 1 (SB1). This programmatic funding source supports transit capital projects. Current projects include replacement of a shelter and bus pullout improvements at South Shore Drive anticipated in FY 21/22 (\$160,000), and purchase of two vehicles to support Truckee TART operations anticipated for delivery in Spring 2021 (\$231,000).

89.00 - DEPRECIATION EXPENSE

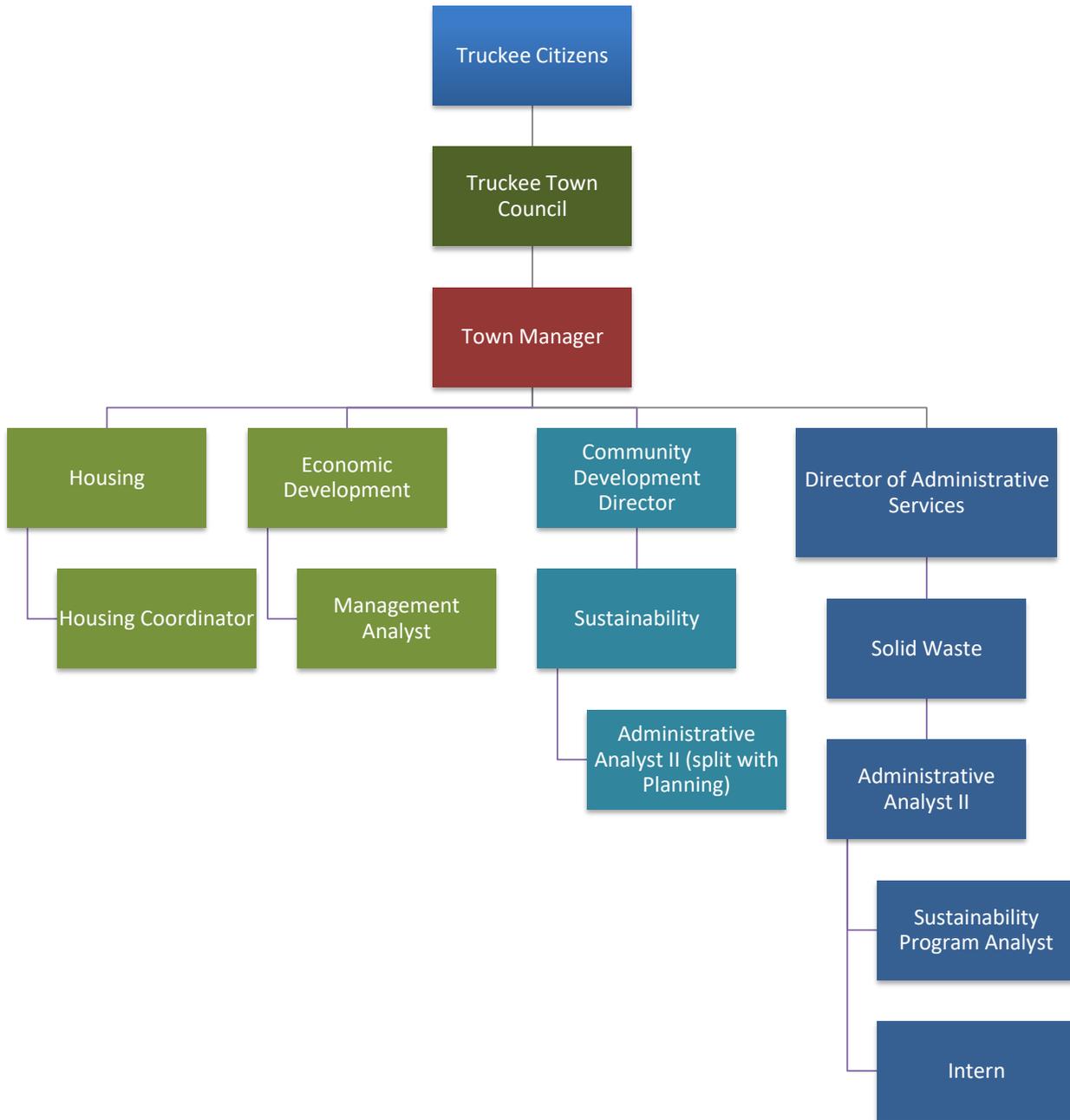
For enterprise funds, this account expenses the used portions of fixed assets in accordance with the accounting rules for enterprise funds.

## SECTION 9 - MISCELLANEOUS EXPENDITURES



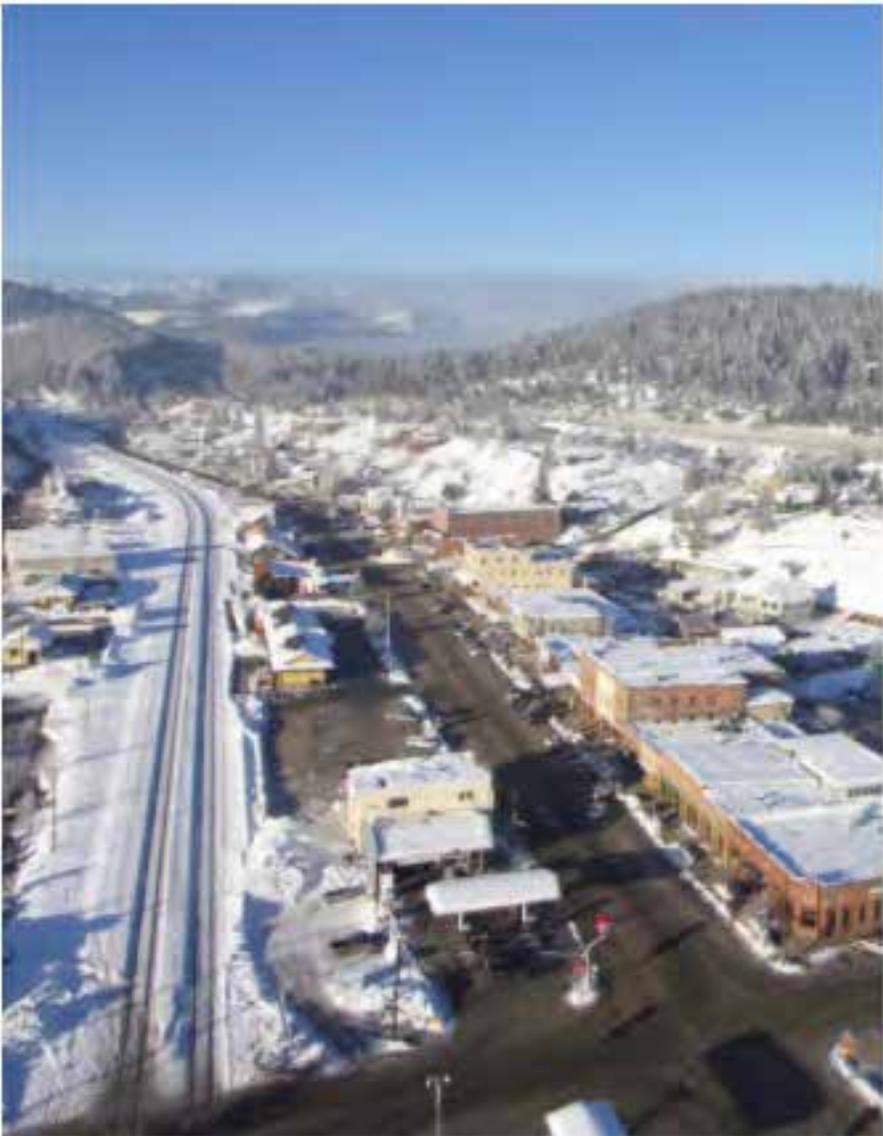
MISCELLANEOUS ORGANIZATION CHART  
ECONOMIC DEVELOPMENT EXPENDITURES  
SUSTAINABILITY EXPENDITURES  
HOUSING EXPENDITURES  
SOLID WASTE EXPENDITURES

MISCELLANEOUS ORGANIZATION CHART  
2020/21 BUDGET



**ECONOMIC DEVELOPMENT  
2020/21 EXPENDITURES BUDGET**

101.107.00 General Fund.Economic Development.Non-Division							
ACCOUNT		2018/19 ACTUAL	2019/20 AMENDED BUDGET	2019/20 ESTIMATED ACTUALS	2020/21 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
<b>PERSONNEL</b>							
50.11	Wages - Regular Full-Time	132,391	194,545	146,690	110,101	-24.9%	-43.4%
54.xx	Benefits	37,617	64,565	42,597	30,146	-29.2%	-53.3%
54.61	Deferred Compensation	2,834	5,324	2,079	2,935	41.2%	-44.9%
54.81	RHS	2,641	3,630	2,093	2,045	-2.3%	-43.7%
	<b>Total Personnel</b>	175,483	268,063	193,458	145,227	-24.9%	-45.8%
<b>SUPPLIES &amp; SERVICES</b>							
60.15	Education & Training	-	5,000	512	2,500	387.9%	-50.0%
61.00	Professional Services	13,673	5,000	160,000	116,500	-27.2%	2230.0%
63.05	Advertising	590	1,000	2,000	6,000	200.0%	500.0%
63.15	Visitor Center Operations	174,931	180,300	180,300	185,709	3.0%	3.0%
63.16	Communication & Economic Programs	233,514	240,700	240,700	222,921	-7.4%	-7.4%
63.33	Software Supplies	18,415	10,000	10,000	10,000		
63.35	General Supplies	3,829	800	2,100	2,100		162.5%
63.50	Postage, Freight, & Delivery	22	100	100	100		
63.65	Community Event Support	7,432	7,200	8,100	8,100		12.5%
63.70	Telephone	1,398	1,100	1,100	1,100		
	<b>Total Supplies &amp; Services</b>	453,803	451,200	604,912	555,030	-8.2%	23.0%
<b>CAPITAL OUTLAY</b>							
77.10	Transfer to Capital Projects - Econ Devt Designation	-	-	-	620,766		100.0%
77.10	Transfer to Capital Projects - Railyard Commitments Designation	-	250,000	-	250,000		
77.10	Transfer to Transit Fund	24,813	-	-	-		
80.05	Furniture & Fixtures	-	5,000	5,000	-	-100.0%	-100.0%
80.20	Computer Equipment	-	1,700	-	-		-100.0%
80.50	Econ Dev Infrastructure Program	56,700	60,000	20,790	50,000	140.5%	-16.7%
80.53	Econ Dev Partnership Program	-	50,000	-	50,000		
80.55	Econ Dev Public Art Program	-	25,000	210	25,000	11804.8%	
	<b>Total Capital Outlay</b>	81,513	391,700	26,000	995,766	3729.9%	154.2%
	<b>SUB-TOTAL</b>	710,799	1,110,963	824,371	1,696,023	105.7%	52.7%
	Less: Expenditures funded from the Railyard Commitments Designation	-	(250,000)	-	(250,000)		
	Less: Expenditures funded from the Econ Dev Designation	(56,700)	(116,700)	(26,000)	(745,766)		
	<b>Funded from Designation</b>	(56,700)	(366,700)	(26,000)	(995,766)		
	<b>TOTAL</b>	654,099	744,263	798,371	700,257	-12.3%	-5.9%



**ECONOMIC DEVELOPMENT  
2020/21 EXPENDITURES BUDGET DETAIL**

101.107.00 General Fund.Economic Development.Non-Division

**ACTIVITY DESCRIPTION**

The primary purpose of the Economic Development Division is to implement activities to support the Town Council's current priorities, the Town's General Plan and other policy documents. Goals for FY20/21 include continuing to support implementation of the updated special events policy; to respond to business inquiries generated through direct outreach to the Town and OpenCounter; to administer the Streetscape Loan program; to participate in Truckee's Cultural District partnership; to begin implementation of the Town's new Public Art Program; and to continue to support collaborative efforts with Nevada County and Friends of the Truckee Library to explore the development of a new Truckee Library.

The Town's 4-year contract with the Truckee Chamber of Commerce to provide marketing and communications and visitor center operations expires at the end of FY19/20 and a new multi-year contract will begin in FY20/21. Under this new contract, the Town anticipates working with the Chamber of Commerce to complete strategic planning regarding future visitor center/ transit information needs. The Town also currently collects a 2% assessment on short-term rentals on behalf of the Truckee Tourism Business Improvement District (TBID) that is remit directly to the Truckee Chamber of Commerce for management. This 5-year assessment expires in September 2020 and the Town is currently working with the TBID committee and Truckee Chamber of Commerce to plan for a renewed TBID. If renewed, it is anticipated that the TBID would be managed by a new nonprofit, Visit Truckee, and that the assessment would decrease to 1.25%. The estimated assessment for FY20/21 is approximately \$617,000. Under the renewed TBID agreement, the Town will retain 2% of the total assessments collected to offset the costs of collection, which is included in the revenue section of this budget. During FY19/20 significant Economic Development staff time contributed the Town consideration and negotiations of both the Chamber of Commerce contract and TBID renewal.

During FY17/18- FY19/20, significant Economic Development staff time contributed to managing the West River Site redevelopment project, which is included in C1817 in the Capital Improvement Projects section of this budget. During FY20/21 staff time will continue to support this project, and anticipated project milestones will include completion of project design, and real property negotiations with project commercial partners.

In FY19/20, staff added a new Housing Program Manager position to bolster the Town's ability to facilitate work force and affordable housing by creating and implementing programs, working with select developers to navigate planning process, helping the Planning Division with housing related regulation and policy, working with partners regionally on housing, and facilitating the short-term rental discussion. In FY19/20 significant Economic Development staff time and professional services budget contributed to two significant housing-related initiatives: Development of a ballot measure to increase Transient Occupancy Tax by 2% to support community priorities including housing. This ballot measure is still being developed and is anticipated to be on the November 2020 ballot; and development of a pilot Accessory Dwelling Unit program. In FY20/21 housing program expenses will be captured in a separate Housing budget

**PERSONNEL**

**50.11 - WAGES - REGULAR FULL-TIME**

Provides for 79% of the salary of one (1) Management Analyst (20% to Sustainability, 1% to the Redevelopment Successor Agency[RSA]), 20% of the salary of one (1) Administrative Analyst II (80% to Transit), FY19/20 salary costs decreased from the reallocation of 100% of the Housing Program Manager position to the new Housing budget.

**54.xx - BENEFITS**

Provides for the employer paid portion of Town-provided benefits such as the retirement pension costs, payroll taxes, health insurance, dental insurance, vision insurance, group life insurance and workers compensation insurance.

**54.61 - DEFERRED COMPENSATION**

Provides for deferred compensation as negotiated by the Town's employee groups.

**54.81 - RETIREMENT HEALTH SAVINGS (RHS)**

Provides for RHS as negotiated by the Town's employee groups.

**ECONOMIC DEVELOPMENT  
2020/21 EXPENDITURES BUDGET DETAIL**

101.107.00      General Fund.Economic Development.Non-Division

**SUPPLIES AND SERVICES**

**60.15 - EDUCATION AND TRAINING**

Provides for staff attendance at professional development workshops and seminars. Budget is reduced in FY20/21 because the Housing Program Manager will be funded through a separate Housing budget.

**61.00 - PROFESSIONAL SERVICES**

Provides for third party consultants to work on economic programs outside the scope of current staff expertise. Estimated Actuals for FY19/20 include consultant support for the ballot measure development, the Grey's Crossing housing project community dialogue facilitation, TOT ballot measure development and polling, and library site planning, which was partially reimbursed by other project partners and is accounted for in the revenue section of the budget. Estimated actuals for housing program support is included in this budget and paid for out of the General Fund Housing Designation. Budget is reduced in FY20/21 because housing programs will be funded through a separate Housing operating budget and CIPs.

**63.05 - ADVERTISING**

Provides for public education elements, including the purchase of print advertisements in local publications, social media advertising and other promotional activity for Town programs and services. Budget is reduced in FY20/21 because housing programs will be funded through a separate Housing budget.

**63.15 - VISITOR CENTER OPERATIONS**

Provides for the Town's portion of the cost to operate the Visitor Center, including management of janitorial services in the Depot. A new contract is currently under development and the FY20/21 budgeted expense is based on the FY19/20 contract amount.

**63.16 – MARKETING, OUTREACH AND BUSINESS SUPPORT**

Provides for business support, community engagement, and visitor marketing programs to promote economic development, including partial funding of theTruckee.com community website, tracking and communicating community metrics, and marketing the Truckee Cultural District and historic downtown. In FY19/20 these programs were provided under a 4-year contract with the Truckee Chamber of Commerce, which expires in June 2020. A new contract to begin in FY20/21 is currently being developed. It is anticipated that many of these services will continue to be provided by the Truckee Chamber of Commerce and certain services may be provided by Visit Truckee.

**63.33 - SOFTWARE SUPPLIES**

Provides for the annual renewal fee for OpenCounter, a business development software which improves the public's access to the Town's planning and permitting information to support new business development.

**63.35 - GENERAL SUPPLIES**

Provides for miscellaneous supplies for meetings and other division activities and repairs or supplies needed on the downtown newsracks that the Town leases to various publications.

**63.50 - POSTAGE, FREIGHT, AND DELIVERY**

Provides for postage and mailing costs.

**63.65 - COMMUNITY EVENT SUPPORT**

Provides funding for support of community events including holiday decoration of Town-owned downtown property (Truckee Depot) to promote economic vitality.

**63.70 - TELEPHONE**

Provides for an allocation of costs for the Town-wide base and long distance phone plan, the optical fiber internet connection, and miscellaneous charges associated with the Town's Cisco phone system. Also provides for staff cellular phone service and equipment.

**ECONOMIC DEVELOPMENT  
2020/21 EXPENDITURES BUDGET DETAIL**

101.107.00      General Fund.Economic Development.Non-Division

**CAPITAL OUTLAY**

**77.10 - TRANSFERS OUT**

Transfer to the Five-Year Capital Improvement Project budget: For FY20/21 spending is focused on the Railyard Development Agreement Implementations detailed in C1711 for support for the movie theater, and West River Site park development detailed in C1817.

**80.05 - FURNITURE AND FIXTURES**

FY19/20 funding provided for funding to create new office furnishings to create work space for the new Housing Program Manager.

**80.50 - ECONOMIC DEVELOPMENT INFRASTRUCTURE PROGRAM**

Provides for the implementation of Council approved economic development incentive infrastructure programs. These programs are intended to provide funding for projects that develop or enhance the physical infrastructure needed to attract or retain business or enhance the Town's economic climate, including the Streetscape Loan Program. Estimated Actuals for FY19/20 include one streetscape loan with Quality Automotive for \$20,790. Staff anticipates that the program will ramp back up in FY20/21 and FY21/22 with construction of applicable projects, including the West River streetscape.

**80.53 - ECONOMIC DEVELOPMENT PARTNERSHIP PROGRAM AND OPPORTUNITY BASED FUNDS**

Provides funds to develop strategic partnerships to grow suitable jobs, increase the tax base, and diversify the local economy. Use of these funds will support Town Council goals and Town policies, be opportunity driven and will require Council authorization. There are no specific projects identified for funding in FY20/21 at this time.

**80.55 - ECONOMIC DEVELOPMENT PUBLIC ART PROGRAM**

Provides funds for community art opportunities. The new Public Art Advisory Body was appointed in February 2020. Estimated Actuals for FY19/20 include noticing for the Advisory Body application process. It is anticipated that the first projects funded by this program will occur in FY20/21.



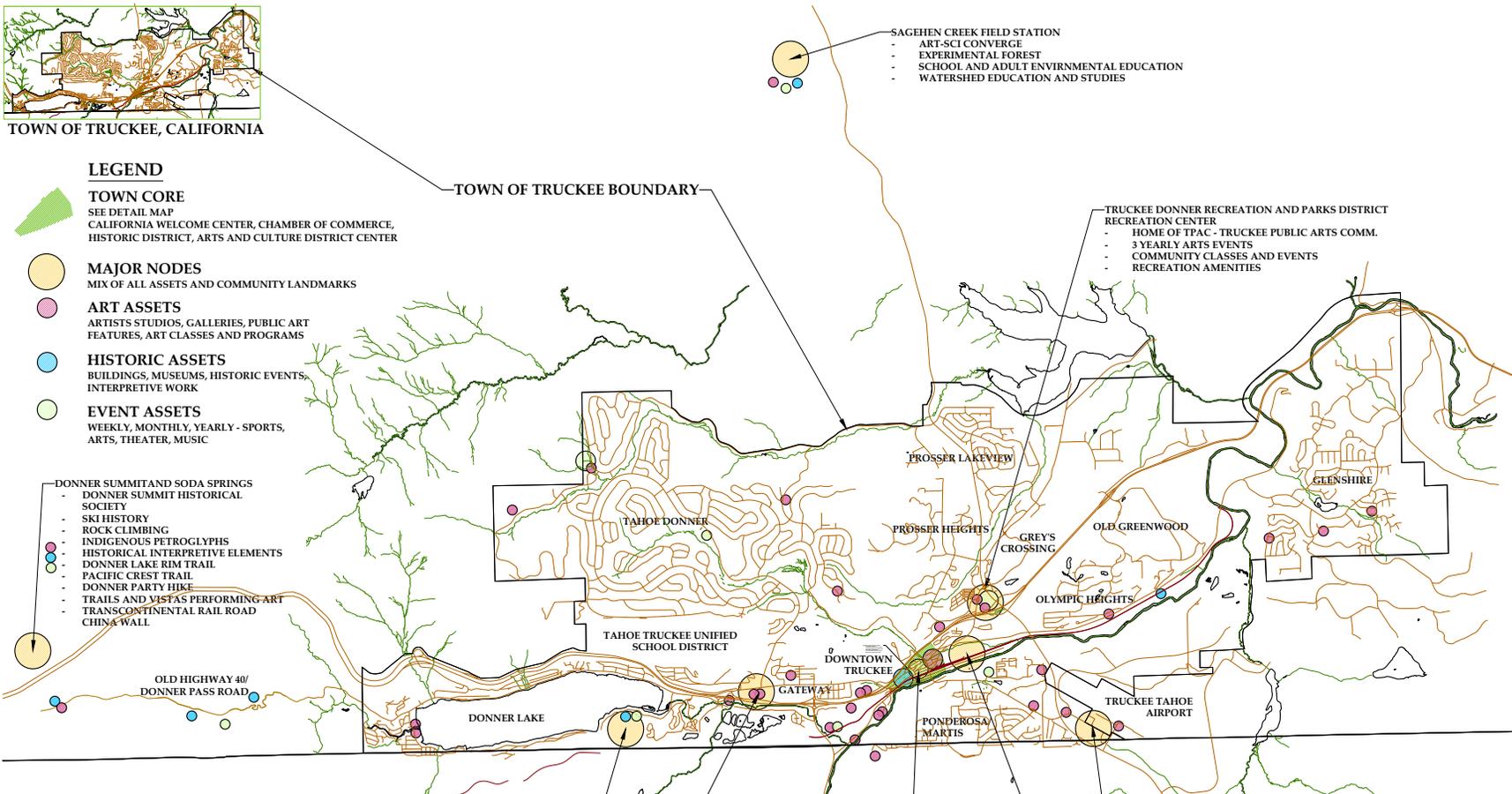
# TruckeeCulturalDistrict.com



TOWN OF TRUCKEE, CALIFORNIA

## LEGEND

- TOWN CORE**  
SEE DETAIL MAP  
CALIFORNIA WELCOME CENTER, CHAMBER OF COMMERCE, HISTORIC DISTRICT, ARTS AND CULTURE DISTRICT CENTER
- MAJOR NODES**  
MIX OF ALL ASSETS AND COMMUNITY LANDMARKS
- ART ASSETS**  
ARTISTS STUDIOS, GALLERIES, PUBLIC ART FEATURES, ART CLASSES AND PROGRAMS
- HISTORIC ASSETS**  
BUILDINGS, MUSEUMS, HISTORIC EVENTS, INTERPRETIVE WORK
- EVENT ASSETS**  
WEEKLY, MONTHLY, YEARLY - SPORTS, ARTS, THEATER, MUSIC



- SAGEHEN CREEK FIELD STATION
  - ART-SCI CONVERGE
  - EXPERIMENTAL FOREST
  - SCHOOL AND ADULT ENVIRONMENTAL EDUCATION
  - WATERSHED EDUCATION AND STUDIES

TOWN OF TRUCKEE BOUNDARY

- TRUCKEE DONNER RECREATION AND PARKS DISTRICT
  - RECREATION CENTER
  - HOME OF TPAC - TRUCKEE PUBLIC ARTS COMM.
  - 3 YEARLY ARTS EVENTS
  - COMMUNITY CLASSES AND EVENTS
  - RECREATION AMENITIES

- DONNER SUMMIT AND SODA SPRINGS
  - DONNER SUMMIT HISTORICAL SOCIETY
  - SKI HISTORY
  - ROCK CLIMBING
  - INDIGENOUS PETROGLYPHS
  - HISTORICAL INTERPRETIVE ELEMENTS
  - DONNER LAKE RIM TRAIL
  - PACIFIC CRIST TRAIL
  - DONNER PARTY HIKE
  - TRAILS AND VISTAS PERFORMING ART
  - TRANSCONTINENTAL RAIL ROAD CHINA WALL

OLD HIGHWAY 40/  
DONNER PASS ROAD

- DONNER MEMORIAL STATE PARK
  - NATIVE AMERICAN LORE
  - DONNER PARTY AND EMIGRANT HISTORY
  - CAMPING AND DAY USE

- ARTS FOR THE SCHOOLS
  - ARTS EDUCATIONS PROVIDER, FOR 25 SCHOOLS
  - LIVE CULTURAL PERFORMANCES AND CONCERTS
  - COMMUNITY PROFESSIONAL DEVELOPMENT, WORKSHOPS AND MASTER CLASSES

- HISTORIC DOWNTOWN TRUCKEE
  - HISTORIC DISTRICT
  - CALIFORNIA WELCOME CENTER
  - TRANSCONTINENTAL RAILROAD
  - HISTORIC LANDMARKS
  - ART GALLERIES AND STUDIOS
  - SEE DETAIL SHEET FOR MORE

- ROUNDHOUSE MAKERSPACE
  - WOOD WORKING
  - TEXTILES
  - CLAY
  - METAL
  - CLASSES AND MEMBERSHIPS
  - ANNUAL MAKER SHOW

- RAILYARD MASTERPLAN AREA
  - DOWNTOWN AREA EXPANSION
  - ARTIST LOFTS
  - GALLERIES
  - THEATER COMPLEX - MOVIE AND PERFORMING ARTS



**Truckee Arts Alliance**



**SUSTAINABILITY  
2020/21 EXPENDITURES BUDGET**

101.109.00 General Fund.Sustainability.Non-Division

ACCOUNT		2018/19	2019/20	2019/20	2020/21	% CHG BUD TO EA	% CHG BUD TO BUD
		ACTUAL	AMENDED BUDGET	ESTIMATED ACTUALS	PROPOSED BUDGET		
<b>PERSONNEL</b>							
50.11	Wages - Regular Full-Time	-	81,209	82,006	86,454	5.4%	6.5%
54.xx	Benefits	-	25,522	24,686	27,607	11.8%	8.2%
54.61	Deferred Compensation	-	1,857	1,614	1,926	19.3%	3.7%
54.81	RHS	-	1,424	1,630	1,513	-7.2%	6.2%
<b>Total Personnel</b>		-	110,012	109,937	117,499	6.9%	6.8%
<b>SUPPLIES &amp; SERVICES</b>							
60.15	Education & Training	-	500	800	1,500	87.5%	200.0%
61.00	Professional Services	-	25,000	25,000	35,000	40.0%	40.0%
61.30	Marketing	-	2,500	1,000	-	-100.0%	-100.0%
63.05	Advertising	-	2,480	1,000	-	-100.0%	-100.0%
63.25	Membership & Dues	-	750	250	6,750	2600.0%	800.0%
63.33	Software Supplies	-	732	1,000	756	-24.4%	3.3%
63.35	General Supplies	-	250	100	250	150.0%	
63.50	Postage, Freight, & Delivery	-	100	50	100	100.0%	
63.52	Community Outreach	-	5,000	1,000	10,000	900.0%	100.0%
63.70	Telephone	32	2,000	1,000	1,000		-50.0%
63.75	Utilities	-	3,000	-	3,000		
<b>Total Supplies &amp; Services</b>		32	42,312	31,200	58,356	87.0%	37.9%
<b>TOTAL</b>		32	152,324	141,137	175,855	24.6%	15.4%

Note: FY19/20 was the first year of operations for this division.



*TOWN STAFF, IN CONJUNCTION WITH THE TRUCKEE RIVER WATERSHED COUNCIL, DEVELOPED A PLAN TO HELP RESTORE AND PRESERVE THE MEADOW AT MCIVER DAIRY. PART OF THIS PROJECT INCLUDED MOVING THE SLED HILL FROM IT'S CURRENT LOCATION TO A DIFFERNT LOCATION ON THE SITE TO ALLOW FOR MEADOW REJUVIATION. PLEASE SEE C1907 ON PAGE 11-33 FOR ADDITIONAL INFORMATION REGARDING FUTURE WORK ON THE MCIVER DAIRY SITE.*



**SUSTAINABILITY  
2020/21 EXPENDITURES BUDGET DETAIL**

101.109.00      General Fund.Sustainability.Non-Division

**ACTIVITY DESCRIPTION**

The purpose of this division is to oversee and implement all sustainability-related activities of the Town. Although much of this work is currently being completed through other divisions and funding streams, and will continue to be implemented that way, this funding will support the coordination and communication of sustainability work town-wide. Some activities during the upcoming fiscal year will be the management of a sustainability committee comprised of Town staff; development of and ongoing costs of a metrics dashboard and new sustainability-focused Keep Truckee Green (KTG) website (split with Solid Waste Division); an annual sustainability report card which will cover progress towards existing GHG-related goals as well as holistic sustainability activities; community engagement related to these sustainability efforts; and expenses associated with free public EV charging stations at Town Hall.

The goals supported by this proposed budget include the Town's 100% renewable electricity and energy goals set by Council in 2017, as well as the continued Sustainability and Keep Truckee Green Council Priorities.

In addition to the resources included in this budget, further sustainability activities are included in the Solid Waste program budget, as well as Capital Improvement Projects for C1510 (sustainability and GHG reduction activities; \$40,420), C2017 (Electric vehicle charging stations and vehicle; \$135,000), C1910 (energy efficiency initiatives; \$409,625), C1822 (source separated public recycling containers; \$227,250), C1903 (the climate adaptation portion of the general plan update; \$175,300), and C1911 (renewable energy generation at town buildings or other GHG reduction projects; \$1.52 million; NOTE this project may be redefined after further staff analysis at Council's direction). Total capital spending specifically on sustainability in FY20/21 is \$2.5 million. There are many other projects that lend to the Town's sustainability efforts such as the streetscaping projects that add sidewalks to encourage pedestrian travel and projects that enhance the Town's public transportation infrastructure that are not specifically included here.

**PERSONNEL**

**50.11 - WAGES – REGULAR FULL-TIME**

Provides for 20% of the salary of a Management Analyst (79% to Economic Development, 1% to Redevelopment Successor Agency [RSA]), 10% of the salary of an Administrative Analyst II (90% to Solid Waste), 50% of the salary of an Administrative Analyst II (50% to Community Development - Planning), and 10% of the wages for one (1) Administrative Technician (90% to Solid Waste).

**54.xx - BENEFITS**

Provides for the employer paid portion of Town-provided benefits such as the retirement pension costs, payroll taxes, health insurance, dental insurance, vision insurance, group life insurance and workers compensation insurance.

**54.61 - DEFERRED COMPENSATION**

Provides for deferred compensation as negotiated by the Town's employee groups.

**54.81 - RETIREMENT HEALTH SAVINGS (RHS)**

Provides for RHS as negotiated by the Town's employee groups.

**SUPPLIES AND SERVICES**

**60.15 - EDUCATION AND TRAINING**

Provides for staff attendance at sustainability related trainings, conferences, or relevant education/ certification opportunities that would further the priorities of this budget.

**SUSTAINABILITY  
2020/21 EXPENDITURES BUDGET DETAIL**

101.109.00 General Fund.Sustainability.Non-Division

**SUPPLIES AND SERVICES (cont'd)**

**61.00 - PROFESSIONAL SERVICES**

Provides for the following: \$16,000 for a CivicSpark Fellow to work on sustainability activities and associated education and outreach, including climate action plan and adaptation plan development and implementation under CIP budgets C1903 and C1903B, (this is for 50% of the cost of a Fellow, the other 50% is covered by Solid Waste Division); grant writing services as needed; third party services for the development, ongoing maintenance, and any supplemental additions to a sustainability dashboard and new KTG website project that commenced in FY 19/20 and will be completed in FY 20/21 (partial cost share with Solid Waste.)

**63.25 - MEMBERSHIP AND DUES**

Provides for ongoing and potential membership dues, including Sierra Consortium membership (\$5,000) (new for FY20/21) and Sierra CAMP membership (\$1,000), and other potential industry-related affiliations, on an as needed basis.

**63.33 - SOFTWARE SUPPLIES**

Provides for the following:

- One (1) annual subscription to canva.com for developing simple marketing materials (\$156 each).
- Two (2) annual subscription to online survey platform (\$300 each).

**63.35 - GENERAL SUPPLIES**

Provides for small items needed for program activities and events.

**63.50 - POSTAGE, FREIGHT, AND DELIVERY**

Provides for postage and mailing costs.

**63.52 - COMMUNITY OUTREACH**

Provides for development and distribution, marketing, and advertising of education and outreach materials and services pertaining to sustainability initiatives, including creative development and broader campaign ideation for activities that further the sustainability goals of the Town and eventual implementation of climate policies and actions resulting from CAP completion/implementation. Following the completion of the KTG re-brand and website project, outreach and education will be necessary for the successful delivery and buy-in needed for that project's success, and ongoing sustainability behavior-change activities.

**63.70 - TELEPHONE**

Provides for an allocation of costs for the Town-wide base and long distance phone plan, the optical fiber internet connection, and miscellaneous charges associated with the Town's Cisco phone system. Also provides for a portion of staff cellular phone service and equipment.

**63.75 - UTILITIES**

Provides for ongoing utilities costs for the free electric vehicle charging stations proposed for Town Hall.



## HOUSING 2020/21 EXPENDITURES BUDGET

101.140.00 General Fund.Housing.Non-Division

ACCOUNT		2018/19 ACTUAL	2019/20 AMENDED BUDGET	2019/20 ESTIMATED ACTUALS	2020/21 PROPOSED BUDGET	% CHG BUD TO EA	% CHG BUD TO BUD
<b>PERSONNEL</b>							
50.11	Wages - Regular Full-Time	-	-	-	107,457		100.0%
54.xx	Benefits	-	-	-	36,870		100.0%
54.61	Deferred Compensation	-	-	-	2,000		100.0%
54.81	RHS	-	-	-	2,070		100.0%
	<b>Total Personnel</b>	-	-	-	148,396		100.0%
<b>SUPPLIES &amp; SERVICES</b>							
60.15	Education & Training	-	-	-	3,000		100.0%
61.00	Professional Services	-	-	-	20,000		100.0%
61.30	Marketing	-	-	-	15,000		100.0%
63.05	Advertising	-	-	-	5,000		100.0%
63.25	Membership & Dues	-	-	-	450		100.0%
63.35	General Supplies	-	-	-	1,000		100.0%
63.52	Community Outreach	-	-	-	5,000		100.0%
63.70	Telephone	-	-	-	650		100.0%
	<b>Total Supplies &amp; Services</b>	-	-	-	50,100		100.0%
<b>CAPITAL OUTLAY</b>							
80.20	Computer Equipment	-	-	-	1,500		
	<b>Total Capital Outlay</b>	-	-	-	1,500		
	<b>TOTAL</b>	-	-	-	199,996		100.0%

Note: FY20/21 is the first year of operations for this division. All positions are a reallocation from other divisions, not new positions.



*DISPLAYED ABOVE IS THE FRISHMAN HOLLOW I LOW, VERY LOW HOUSING UNIT DEVELOPMENT. DURING THE SUMMER OF 2020 A CONTRACTOR BROKE GROUND ON FRISHMAN HOLLOW II, WHICH WOULD ADD 68 AFFORDABLE HOUSING UNITS TO TRUCKEE'S HOUSING STOCK.*

## HOUSING 2020/21 EXPENDITURES BUDGET DETAIL

101.140.00      General Fund.Housing.Non-Division

### **ACTIVITY DESCRIPTION**

The Town of Truckee began a housing program division in FY19/20. As part of this process, a Housing Program Manager was hired in January of 2020. In FY19/20, the Economic Development division included budget for housing related activities such as supporting the beginning of the Short-Term Rental community conversation contract with Host Compliance and marketing related to the Towns housing activities. Starting in FY20/21 the housing program division has a separate capital and operating budget. Some activities were suspended due to the COVID-19 pandemic.

The goal of the Housing Program division is to facilitate housing across the spectrum of income levels per the 2017 Housing Element. Housing has been a priority for the Town of Truckee for many years. The Housing Program aims to engage in creating new housing programs and build partnerships and strategies that lead to both short and long-term production and preservation of homes for those that live and work in Truckee. The Town's Housing Program will focus on serving the needs of households in the low, moderate and "missing-middle" income levels. This equates to serving area median income levels up to 120% for most rental programs and potentially higher income levels for home-ownership programs. Additionally, the Housing Program will focus on facilitating and supporting the creation of new housing, loan products to assist homeowners in creating secondary units and buy first homes, energy efficiency programs to make current housing more affordable, as well as unlocking existing housing stock for long-term rentals. Both rental and for-sale units will be objectives in the Housing Program work plan. Finally, the Housing Program will continue to work with regional partners and the Mountain Housing Council of Tahoe Truckee to coordinate and amplify housing solutions.

Specific goals for FY20/21 include building a strategic communications foundation for the Housing Program, supporting existing housing initiatives within existing divisions, conducting community and partner outreach and most importantly, creating and implementing new programs.

The operating budget for FY20/21 supports communications efforts that will build community awareness of existing housing program and policies as well as results of the Towns efforts to-date. These marketing efforts will work to support community outreach currently underway for the Revenue Measure going to voters in November 2020. The Housing Program and Economic Development divisions in FY20/21 will also implement the Short-Term Rental Community Conversation, jointly.

The Housing Program 5-year capital improvement budget is \$5 million. Funding could potentially come from the following funded and unfunded sources:

- General Fund One-time Housing Allocation: \$2 million
- Revenue Measure Income: If voters pass the revenue measure for housing in November 2020 to increase Transient Occupancy Tax by 2%, \$700,000 in new funding will be available to support new housing programs, starting in January of 2020
- Other sources of funding may include in-lieu fees, loan repayment, and grants.

### **PERSONNEL**

#### **50.11 - WAGES – REGULAR FULL-TIME**

Provides for a Housing Program Manager. This position was previously allocated to the Economic Development division and is not a new position for FY20/21.

#### **54.xx - BENEFITS**

Provides for the employer paid portion of Town-provided benefits such as the retirement pension costs, payroll taxes, health insurance, dental insurance, vision insurance, group life insurance and workers compensation insurance.

#### **54.61 - DEFERRED COMPENSATION**

Provides for deferred compensation as negotiated by the Town's employee groups.

#### **54.81 - RETIREMENT HEALTH SAVINGS (RHS)**

Provides for RHS as negotiated by the Town's employee groups.

**HOUSING  
2020/21 EXPENDITURES BUDGET DETAIL**

101.140.00      General Fund.Housing.Non-Division

**SUPPLIES AND SERVICES**

**60.15 - EDUCATION AND TRAINING**

Provides for housing conferences and housing related trainings for the Housing Program Manager.

**61.00 - PROFESSIONAL SERVICES**

Provides for third party consultants to work on housing data analysis and research outside of the scope of the current staff expertise. The budget is expected to be \$40,000 in FY20/21 to hire consultant support to assist with conducting analysis to build data-driven housing programs. Expected studies include a housing needs assessment, research to inform the deed restriction program and better understand the long-term rental market.

**61.30 - MARKETING**

Provides for the development of marketing materials to support Council priorities around housing and community outreach. Will include graphic design services, video production services, and surveys. Budget is \$30,000 in FY20/21 in order to bolster community awareness of housing needs and Town housing programs prior to the November 2020 revenue measure vote. Additionally, marketing dollars will be used to support the Short-Term Rental Community Conversation initiative expected to take place in the fall of 2020.

**63.05 - ADVERTISING**

Provides for public education elements including the purchase of print advertisements in local publications, social media advertising and other promotional activities for Town housing program activities.

**63.25 - MEMBERSHIP AND DUES**

Provides for dues for membership in facilitation and housing related networks.

**63.35 - GENERAL SUPPLIES**

Provides for additional supplies needed to support community outreach efforts. Includes such things as meeting facilitation supplies and materials.

**63.50 - POSTAGE, FREIGHT, AND DELIVERY**

Provides for postage and mailing costs.

**63.52 - COMMUNITY OUTREACH**

Provides for activities to bring community input and outreach activities into all housing programs. The \$10,000 in the budget will be used to host various public workshops, neighborhood meetings including room rentals, publicity, material development and advertising for both the Revenue Measure and the Short-Term Rental Community Conversation.

**63.70 - TELEPHONE**

Provides for an allocation of costs for the Town-wide base and long distance phone plan, the optical fiber internet connection, and miscellaneous charges associated with the Town's Cisco phone system. Also provides for a portion of staff cellular phone service and equipment.

**CAPITAL OUTLAY**

**80.20 - COMPUTER EQUIPMENT**

Provides for the replacement of one (1) computer and monitors.

**SOLID WASTE  
2020/21 EXPENDITURES BUDGET**

503.000.00 Solid Waste Fund.Non-Department.Non-Division

ACCOUNT		2018/19	2019/20	2019/20	2020/21	% CHG BUD	% CHG BUD
		ACTUAL	AMENDED BUDGET	ESTIMATED ACTUALS	PROPOSED BUDGET	TO EA	TO BUD
<b>PERSONNEL</b>							
50.11	Wages - Regular Full-Time	172,233	163,061	160,948	172,611	7.2%	5.9%
50.15	Wages - Temporary	2,558	11,700	2,000	5,700	185.0%	-51.3%
54.xx	Benefits	66,425	53,367	47,196	57,689	22.2%	8.1%
54.61	Deferred Compensation	4,403	3,855	3,855	5,224	35.5%	35.5%
54.81	RHS	1,798	1,827	1,904	1,911	0.4%	4.6%
55.71	Car Allowances	360	361	360	361	0.2%	
55.80	Compensated Absences	4,189	3,541	(1,391)	7,482		111.3%
<b>Total Personnel</b>		<b>251,966</b>	<b>237,711</b>	<b>214,872</b>	<b>250,978</b>	<b>16.8%</b>	<b>5.6%</b>
<b>SUPPLIES &amp; SERVICES</b>							
60.15	Education & Training	3,872	7,500	7,500	7,500		
61.00	Professional Services	14,529	43,000	43,000	55,000	27.9%	27.9%
61.05	Collection, Diversion & Disposal	3,566,047	3,895,186	4,027,366	4,307,311	7.0%	10.6%
61.06	Green Waste Collection	25,095	-	-	-		
61.09	Delinquent Account - Collections	-	-	25,814	-	-100.0%	
63.01	Administrative Overhead	65,560	67,787	65,838	84,130	27.8%	24.1%
63.05	Advertising	41,579	45,000	32,316	45,000	39.2%	
63.25	Membership & Dues	500	500	550	550		10.0%
63.35	General Supplies	1,850	2,000	750	2,000	166.7%	
63.45	Photocopying	200	200	200	200		
63.50	Postage, Freight, & Delivery	6,363	23,000	8,014	8,000	-0.2%	-65.2%
63.51	Noticing	6,981	20,000	7,000	7,500	7.1%	-62.5%
63.52	Community Outreach & Education	26,458	34,500	34,500	34,500		
63.55	Printing	3,040	12,000	7,500	12,000	60.0%	
63.70	Telephone	2,599	4,000	3,000	4,000	33.3%	
66.10	Repair & Maintenance - Buildings	-	-	1,000	-	-100.0%	
67.02	Property Tax Collection Fee	7,140	7,500	7,300	7,500	2.7%	
67.09	Recycling Programs	37,434	60,000	64,000	70,000	9.4%	16.7%
67.11	Recycling Programs - Grant Funded	28,102	30,000	12,000	10,000	-16.7%	-66.7%
68.50	Rent - Office Space	8,733	8,078	13,161	13,409	1.9%	66.0%
69.10	Vehicles - Fuel	211	250	225	250	11.1%	
69.76	Fleet Maintenance Allocation	7,140	2,191	2,205	2,250	2.0%	2.7%
<b>Total Supplies &amp; Services</b>		<b>3,853,432</b>	<b>4,262,692</b>	<b>4,363,239</b>	<b>4,671,099</b>	<b>7.1%</b>	<b>9.6%</b>
<b>CAPITAL OUTLAY</b>							
77.10	Transfer to CIP Fund	-	71,250	-	71,250		
80.20	Computer Equipment	-	3,400	1,200	1,200		-64.7%
89.00	Depreciation Expense	133	66	66	-	-100.0%	-100.0%
89.99	Loss/(Gain) on Disposal of Assets	-	-	-	-		
<b>Total Capital Outlay</b>		<b>133</b>	<b>74,716</b>	<b>1,266</b>	<b>72,450</b>	<b>5622.7%</b>	<b>-3.0%</b>
<b>TOTAL</b>		<b>4,105,531</b>	<b>4,575,119</b>	<b>4,579,376</b>	<b>4,994,527</b>	<b>9%</b>	<b>9.2%</b>
Less: Capital Assets		-	(71,250)	(71,250)	(71,250)		
Less: Grant Funded Expenditures		(112,254)	(30,000)	(30,000)	(10,000)	66.7%	66.7%
Less: Commercial Cust Admin Rev		(11,000)	(15,000)	(14,000)	(14,000)		6.7%
Less: Commercial Funded Outreach		-	(77,316)	(25,814)	-	100.0%	100.0%
Less: Town Admin fees collected by TTSD		-	(9,480)	(9,480)	-	100.0%	100.0%
Less: Budget Modifications After Notification		-	(362)	-	(9,805)		-2607.4%
<b>TOTAL NET EXPENDITURES FOR PARCEL CHARGES</b>		<b>3,982,277</b>	<b>4,371,711</b>	<b>4,428,832</b>	<b>4,889,472</b>	<b>10%</b>	<b>11.8%</b>



*DID YOU KNOW: THE TOWN OF TRUCKEE SOLID WASTE AND RECYCLING DIVISION DOES MUCH MORE THAN ENSURE YOUR WEEKLY GARBAGE IS PICKED UP. ONE OF THE MANY ADDITIONAL PROJECTS THEY HANDLE IS A LIFESTYLE CAMPAIGN AIMED AT HELPING PEOPLE REDUCE, REUSE AND RECYCLE.*

**SOLID WASTE  
2020/21 EXPENDITURES BUDGET DETAIL**

503.000.00 Solid Waste Fund.Non-Department.Non-Division

**ACTIVITY DESCRIPTION**

This budget was previously adopted as part of the 3-month operating budget for July through September 2020.

The Solid Waste Division is responsible for negotiating and managing a contract for solid waste collection and disposal. Additionally, the division is tasked with ensuring the Town is in compliance with state regulations regarding refuse disposal. The Division also promotes waste reduction and has worked on instilling a sustainable lifestyle culture in Truckee.

The new solid waste franchise agreement with Tahoe Truckee Sierra Disposal (TTSD) commenced on July 1, 2018. During FY19/20, the Town rolled out new residential and commercial source-separated recycling programs as part of the new franchise agreement. For residents, services included green waste containers (for all neighborhoods) and recycling carts (for Glenshire, in Year 1, and all other neighborhoods except for Tahoe Donner in Year 2). The Town also partnered with Slow Food Lake Tahoe to augment the compost bins at the demonstration garden. New communal compost drop-off was collected at Sunday's farmers markets, the community demonstration garden, and at Town Hall. After greenwaste curbside service ended in October, the Town worked with TTSD to offer on-call green waste dumpsters at Glenshire and Tahoe Donner club houses during November 2019. Commercial services continued with mixed waste (trash) carts for can-only businesses, recycling carts for all businesses, and food waste carts for ordinance-required businesses.

Town staff continued working with a contractor to develop education and outreach materials pertaining to the new services. The page views from local traffic on the Keep Truckee Green website increased 23%, jumping to 119,659 page views in 2019. This was a 410% increase in site traffic from locals from 2017, which could be attributed to increased outreach and education campaigns for new programs and a stronger brand awareness on social media channels. Town staff engaged over 2,000 individuals at 17 public events, including hosting two Fixit Clinics, Earth Day, Truckee Day, and Truckee Thursdays.

TTSD delivered a second round of green carts during year two, with a total of 10,051 green carts in use. Last summer, the carts eliminated an estimated 114,000 green bags from being landfilled. During summer 2019, 1,139 tons of green waste were collected from Truckee, which is a 250% increase from 2018, and a 420% increase from previous average tonnage that was historically collected in green bags. During the second year of the blue cart roll out, 2,220 blue carts were delivered. After the second year, 3,345 residents now are utilizing blue carts for recyclables instead of blue bags. Residents are able to pick-up a blue cart from Town Hall for free if they missed their neighborhood's free delivery. Blue carts will be delivered to the estimated 2000 households who opted-in in Tahoe Donner in June 2020.

Town staff continued to work closely with businesses to implement the mandatory recycling and the food scraps compost collection for the 50 impacted businesses. After the first 6 months of the commercial food scraps program, the contamination fee occurrences went down to zero. Town staff also expanded the use of the reusable green box program, which is now in six establishments. Staff also held two public workshops and presented a Single-use Reduction Report to Town Council in February 2020. In FY 20/21, staff will continue to develop these policies as well as providing outreach and education to businesses and the general public on this topic.

During FY20/21, Town staff will continue to conduct residential and commercial outreach. For residents, this outreach will include continued cart signups, correcting usage of carts, proper recycling, and completion of the third year roll-out. For businesses, outreach will include bringing all businesses in compliance with State and local recycling ordinances, following up with all businesses on the progress of recycling carts, and exploring alternatives to single-use foodware items. Town staff will continue to develop source reduction programs including: reusable dishware at Town functions, expanding the reusable to-go containers program, hosting Fix-It Clinics, and working with special event organizers to utilize reusable dishware. Additionally, staff will work with the new Sustainability Committee and will work to refine and leverage Keep Truckee Green's platform for sustainability outreach. New efforts will be focused on litter abatement including exploring the Adopt-a-Neighborhood program, additional outreach and education, and establishing a regional task force to combat the issue. Town Staff have selected a contractor to develop the new Keep Truckee Green website, expected to launch June 2020, and will have a new outreach plan to be implemented beginning in the new fiscal year.

**SOLID WASTE  
2020/21 EXPENDITURES BUDGET DETAIL**

503.000.00      Solid Waste Fund.Non-Department.Non-Division

Upon approval of the budget, all single-family residential parcels will be billed \$391.22 for the year for solid waste services, which includes mixed waste collection, recyclables in carts or weekly-unlimited blue bags, and up to three-yard waste carts. For FY 20/21 the proposed change represents a 8.55% increase over last year's rate for single family residential parcels at \$362.37. This increase in solid waste charge reflects the new program upgrades of source-separated recycling collection that is in its final year of a 3-year phase in. Additionally, the cost increase reflects a 5.56% municipal solid waste tipping fee increase, and a 6.25% yard waste tipping fee increase at Eastern Regional Landfill for the processing of our materials, as determined by Placer County, who owns and controls the processing facility. These increases are related to increased labor costs at the processing facility and challenges with a recycling commodity economy that has been disturbed nationally and internationally by China.

The budget reflects a solid waste rate that, if approved, will be collected by Nevada County along with the Town's property taxes. The residential fee is calculated by dividing the expenditures outlined in this budget, by the current number of residential parcels minus any grant revenue or revenue collected through assessments on commercial customers. The Solid Waste Fund is an Enterprise Fund receiving no support from the General Fund. Budget estimates are based on the collection of solid waste service fees from approximately 12,498 parcels.

**PERSONNEL**

**50.11 - WAGES - REGULAR FULL-TIME**

Provides for 10% of the salary of the Administrative Services Director, 90% of the salary of one (1) Administrative Analyst II (10% to Sustainability), and 90% of the wages of one (1) Administrative Technician (10% to Sustainability).

**50.15 - WAGES - TEMPORARY**

Provides for 760 hours for a temporary intern to help administer the solid waste programs. Interns are provided the opportunity to assist staff in a variety of program administration functions including the development, implementation and reporting of grant funded programs; the development of contracts and drafting of state required reports; website and social media content development; and public education and outreach. Interns are often used to staff tables at community events, representing the organization to the public.

**54.xx - BENEFITS**

Provides for the employer paid portion of Town-provided benefits such as the retirement pension costs, payroll taxes, health insurance, dental insurance, vision insurance, group life insurance and workers compensation insurance. The increases is related to rising retirement pension costs.

**54.61 - DEFERRED COMPENSATION**

Provides for deferred compensation as negotiated by the Town's employee groups.

**54.81 - RETIREMENT HEALTH SAVINGS (RHS)**

Provides for RHS as negotiated by the Town's employee groups.

**55.71 - CAR ALLOWANCE**

Provides for the use of the Administrative Services Director's private vehicle on Town business (10%).

**55.80 - COMPENSATED ABSENCES**

For this enterprise fund, this account will incur the liability of the unused portion of vacation, sick and compensatory time in accordance with the accounting rules for fiduciary funds.

**SOLID WASTE  
2020/21 EXPENDITURES BUDGET DETAIL**

503.000.00      Solid Waste Fund.Non-Department.Non-Division

**SUPPLIES AND SERVICES**

**60.15 - EDUCATION AND TRAINING**

Provides for attendance at job related training such as the annual Waste Expo and the California Resource Recovery Association (CRRA) conferences.

**61.00 - PROFESSIONAL SERVICES**

Provides for outside consultant services to assist in review of the franchise agreement. After this year (Year 3 of the services), the consultant will be utilized to provide a more significant assistance to do an in-depth rate-setting process as required by the franchise agreement. This also provides \$13,000 to fund 50% cost of a CivicSpark fellow through Local Government Commission (50% funded through Sustainability).

**61.05 - COLLECTION, DIVERSION AND DISPOSAL**

Provides for single-can residential mixed waste collection, recyclables collection in either source-separated recycling cart or blue bags, two recycling drop-off locations during July and August of each year, and source-separated yard waste carts as provided by the Town's solid waste hauler. The yard waste programs also include onsite yard waste only dumpsters available to residential customers for \$75.72 per dumpster, free drop-off of 6-yards of yard waste at the Eastern Regional Landfill (ERL), and a free contractor drop-off coupon. The yard waste collections used to be displayed as a separate line item in this budget; however the residential collection of solid waste now includes yard waste in the single base rate. The rate also includes a 5% franchise fee. The proposed base rate for solid waste disposal services is \$344.64 per residential parcel per year. This is a base rate increase of \$1.96 per month. The increased rates are a result of adjusted indices and a tipping fee increases from \$81.00 to \$85.50 per ton of municipal solid waste and \$8.00 to \$8.50 per ton for yard waste.

**63.01 - ADMINISTRATIVE OVERHEAD**

Provides for a reimbursement to the General Fund from the Solid Waste Fund related to administration, including payroll, human resource services, and facilities maintenance of the space occupied by the division. This charge is necessary to reflect the true costs of operating the division as an enterprise fund. Increase in estimated actuals is due to higher personnel in this Division with the limited-term Administrative Technician. The FY20/21 increase is due to the re-allocation of staffing costs from the Redevelopment Successor Agency to the administrative divisions.

**63.05 - ADVERTISING**

Provides for various public education efforts, including the purchase of print and digital advertisements in local newspapers, visitors' guides, homeowners' association newsletters and other media. This also provides for radio spots (\$1,000/month for 2 spots per day) and social media advertising.

**63.25 - MEMBERSHIP AND DUES**

Provides for annual memberships for professional organizations such as the California Resource Recovery Association and Solid Waste Association of North America.

**63.35 - GENERAL SUPPLIES**

Provides for copy paper, small items needed for program activities and computer accessories.

**63.45 - PHOTOCOPYING**

Provides for the cost allocated to Solid Waste for the use of the copy machine located in Administrative Services.

**63.50 - POSTAGE, FREIGHT, AND DELIVERY**

Provides for postage and mailing costs for Solid Waste and recycling operations.

**63.51 - NOTICING**

Provides for direct mail notices (design, printing and postage) to all residential parcels and commercial customers regarding the annual rate increase for solid waste disposal per the requirements set forth in Proposition 218.

**SOLID WASTE  
2020/21 EXPENDITURES BUDGET DETAIL**

503.000.00      Solid Waste Fund.Non-Department.Non-Division

**SUPPLIES AND SERVICES (cont'd)**

**63.52 - COMMUNITY OUTREACH AND EDUCATION**

Provides for the development and distribution of education and outreach materials pertaining to new recycling and yard waste programs, source reduction, and sustainability initiatives. This may also fund creative development, copywriting, public relations, website development and management, and related collateral materials.

**63.55 - PRINTING**

Provides for the printing of brochures, pamphlets, post cards, and other materials developed for public education on Division related programs and activities. Also includes printing of materials for recycling events, such as Truckee Day t-shirts.

**63.70 - TELEPHONE**

Provides for an allocation of costs for the Town-wide base and long distance phone plan, the optical fiber internet connection, and miscellaneous charges associated with the Town's Cisco phone system. Also provides for staff cellular phone service and equipment.

**67.02 - PROPERTY TAX COLLECTION FEE**

Provides for payments to Nevada County for the collection and remittance of the Solid Waste Fee and the collection of any delinquent accounts collected along with the Town's residential property taxes.

**67.09 - RECYCLING PROGRAMS**

Provides for the development and implementation of waste reduction and recycling programs. Allows the program to support community events such as Truckee Day, Public Services Together, Earth Day Festival, Fixit Clinics as well as providing program collateral such as reusable bags, reusable dishware, and promotional Keep Truckee Green items. This also funds school related activities such as school waste sorts, cafeteria sort stations, and Trashion shows. Staff plans to continue a focus on reuse and source-reduction programs such as the reusable to-go box program and providing reusable items for the school cafeterias.

**67.11 - RECYCLING PROGRAMS - GRANT FUNDED**

- DOC CITY/COUNTY GRANT (R2015 001) - Provides for costs associated with the development and implementation of waste reduction and recycling programs funded by grant revenues.
- USED OIL RECYCLING ANNUAL PAYMENT (R2015 002) - Provides for the purchase of used oil collection containers, funnels, advertisement of certified used oil collection centers and for the recycling of filters collected at a certified center. Annual payment program provided by CalRecycle, to fund activities related to used oil and oil filter recycling in Truckee.
- HOUSEHOLD HAZARDOUS WASTE GRANT (R2018 001) Provides for purchase of refillable one (1) pound propane gas canisters, expansion of refill program, proper disposal of non-refillable canisters, and outreach and education related to refillable fuel canisters. California Product Stewardship Council, a subcontractor on the grant administers exchange events.

**68.50 - RENT - OFFICE SPACE**

Provides for the division's lease of the Town Hall office space including utilities, facility maintenance and janitorial services.

**69.10 - VEHICLES - FUEL**

Provides for fuels costs for the division's vehicles.

**69.76 - FLEET MAINTENANCE ALLOCATION**

Provides for an allocation of the vehicle maintenance costs provided by the Fleet Maintenance Division. The costs are estimated using a three-year rolling average of the actual cost allocation. Actual costs allocated will reflect staff time and part costs incurred.

## SOLID WASTE 2020/21 EXPENDITURES BUDGET DETAIL

503.000.00 Solid Waste Fund.Non-Department.Non-Division

### CAPITAL OUTLAY

#### 77.10 - TRANSFER TO CIP FUND

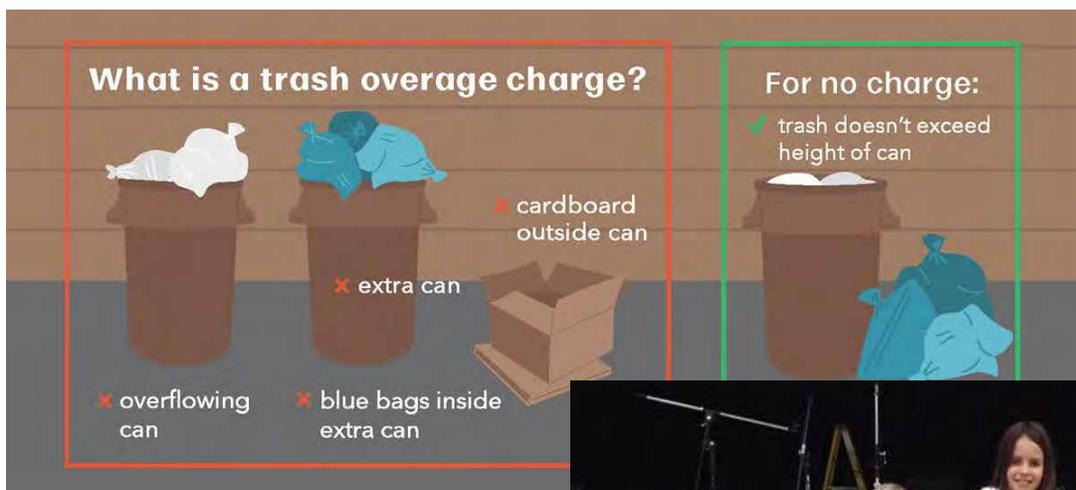
Provides for replacement of public litter containers in the downtown corridor to side-by-side source-separated recycling and trash compactor units, to help meet the Town's waste goals and provide added capacity in high traffic areas (CIP C1822). Amounts included in this item are not included in the calculation for residential or commercial garbage rates.

#### 80.20 - COMPUTER EQUIPMENT

Provides for one (1) computer (\$1,200 each) for the Administrative Analyst.

#### 89.00 - DEPRECIATION EXPENSE

For enterprise funds, this account expenses the used portions of fixed assets in accordance with the accounting rules for enterprise funds. Many of the assets capitalized to this fund were fully depreciated at the end of FY17/18.



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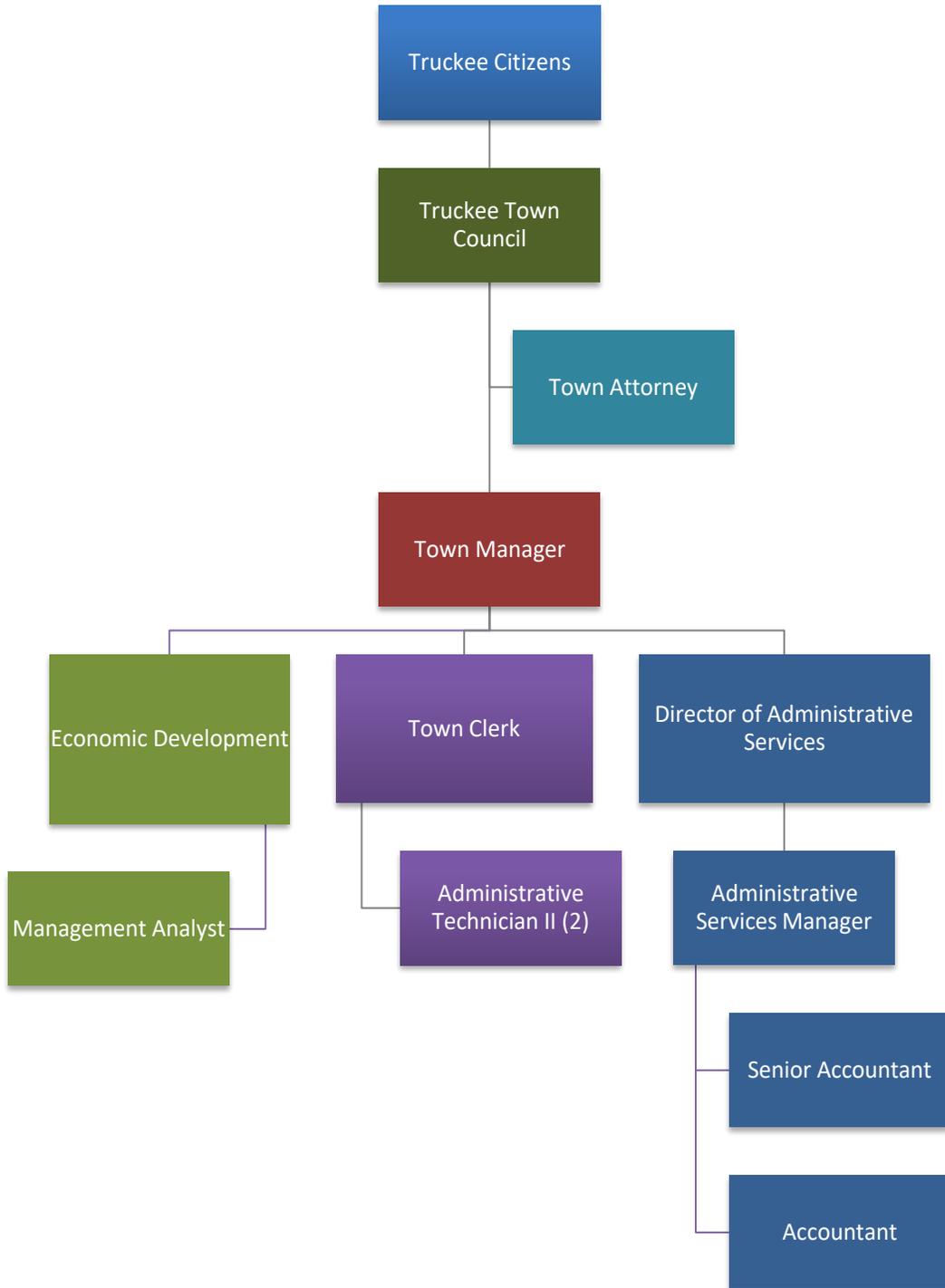
# SECTION 10 - REDEVELOPMENT SUCCESSOR AGENCY EXPENDITURES



*THE STREETSCAPING OF THE BRICKELTOWN AREA OF DOWNTOWN TRUCKEE WAS FUNDED BY THE REDEVELOPMENT BONDS.*

## REDEVELOPMENT SUCCESSOR AGENCY ORGANIZATION CHART REDEVELOPMENT SUCCESSOR AGENCY EXPENDITURES

REDEVELOPMENT SUCCESSOR AGENCY ORGANIZATION CHART  
2020/21 BUDGET



**REDEVELOPMENT SUCCESSOR AGENCY  
2020/21 EXPENDITURES BUDGET**

599.000.00 Successor Agency Fund.Non-Department.Non-Division		2018/19	2019/20	2019/20	2020/21	% CHG BUD	% CHG BUD
ACCOUNT		ACTUAL	AMENDED BUDGET	ESTIMATED ACTUALS	PROPOSED BUDGET	TO EA	TO BUD
<b>NON-ADMINISTRATIVE COSTS</b>							
<b>SUPPLIES &amp; SERVICES</b>							
61.00	Professional Services	2,803	3,750	3,750	3,750		
67.98	Bond Discount Amortization Expense	1,860	1,861	1,861	1,861		
67.99	Bond Interest Expense - Series A	453,157	448,775	448,775	448,775		
67.99	Bond Interest Expense - Series B	274,480	274,875	274,875	274,875		
68.11	Loan Principal & Interest Forgiveness	23,870	23,870	53,524	23,870	-55.4%	
	<b>Total Supplies &amp; Services</b>	<b>756,171</b>	<b>753,131</b>	<b>782,785</b>	<b>753,131</b>	<b>-3.8%</b>	
<b>SUBTOTAL NON-ADMINISTRATIVE COSTS</b>		<b>756,171</b>	<b>753,131</b>	<b>782,785</b>	<b>753,131</b>	<b>-3.8%</b>	
<b>ADMINISTRATIVE COSTS</b>							
<b>PERSONNEL</b>							
50.11	Wages - Regular Full-Time	109,114	44,118	43,512	43,573	0.1%	-1.2%
50.31	Overtime - Regular Full-Time	18	-	-	-		
54.xx	Benefits	40,132	18,426	16,784	20,367	21.3%	10.5%
54.61	Deferred Compensation	7,859	2,403	2,532	2,175	-14.1%	-9.5%
54.81	RHS	1,169	523	544	527	-3.2%	0.7%
55.71	Car Allowances	1,920	394	396	397	0.2%	0.8%
55.80	Compensated Absences	4,041	(13,015)	(8,686)	(3,558)		
	<b>Total Personnel</b>	<b>164,253</b>	<b>52,849</b>	<b>55,083</b>	<b>63,481</b>	<b>15.2%</b>	<b>20.1%</b>
<b>SUPPLIES &amp; SERVICES</b>							
63.01	Administrative Overhead	71,276	27,221	24,750	16,585	-33.0%	-39.1%
63.35	General Supplies	332	500	500	500		
63.70	Telephone	581	700	700	700		
63.75	Utilities	914	1,000	1,000	1,000		
68.50	Rent - Office Space	12,644	12,644	12,644	12,644		
	<b>Total Supplies &amp; Services</b>	<b>85,747</b>	<b>42,065</b>	<b>39,594</b>	<b>31,429</b>	<b>-20.6%</b>	<b>-25.3%</b>
<b>CAPITAL OUTLAY</b>							
80.20	Computer Equipment	-	-	237	-	-100.0%	
	<b>Total Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>237</b>	<b>-</b>	<b>-100.0%</b>	
<b>SUBTOTAL ADMINISTRATIVE COSTS</b>		<b>250,000</b>	<b>94,914</b>	<b>94,914</b>	<b>94,910</b>	<b>0.0%</b>	<b>0.0%</b>
<b>TOTAL</b>		<b>1,006,171</b>	<b>848,045</b>	<b>877,699</b>	<b>848,041</b>	<b>-3.4%</b>	<b>0.0%</b>

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**REDEVELOPMENT SUCCESSOR AGENCY  
2020/21 EXPENDITURES BUDGET DETAIL**

599.000.00      Solid Waste Fund.Non-Department.Non-Division

**ACTIVITY DESCRIPTION**

The Redevelopment Successor Agency (RSA) is responsible for winding down the activities of the former Town of Truckee Redevelopment Agency (RA). The Town Council serves in the capacity of the RSA and Town staff provides the support for the RSA. Responsibilities of the RSA include completing contractually obligated projects, disposing of any assets owned by the former RA and fulfilling the obligation to complete projects funded with bond proceeds. Expenses related to the RSA will be, to the extent available, funded by property tax revenue that used to go to the RA.

The budget for this fund includes only those expenses that were approved as part of the FY19/20 Recognized Obligation Payment Schedule (ROPS) as approved by the State of California. As of FY19/20, the ROPS will be approved by the Nevada County Oversight Board for review and approval whereas the Town's specific oversight board used to be tasked with the approval.

**NON-ADMINISTRATIVE COSTS**

**SUPPLIES AND SERVICES**

**61.00 - PROFESSIONAL SERVICES**

Provides for ROPS approved professional service expenditures including bond trustee fees and reporting fees. Some expenses were deemed ROPS ineligible by the California Department of Finance. These expenses were reallocated during the FY17/18 budget process.

**67.98 - BOND DISCOUNT AMORTIZATION EXPENSE**

Provides for the amortization of the bond issuance discount. The discount is estimated to be fully amortized by June 30, 2040.

**67.98 - BOND INTEREST EXPENSE**

Provides for the annual interest expense on the debt issued by the former RA in 2010.

**68.11 – LOAN PRINCIPAL & INTEREST FORGIVENESS**

Provides for the expense related to forgiveness on loan interest and principal forgiven based on the terms of the specific loans.

**CAPITAL OUTLAY**

**89.00 - DEPRECIATION EXPENSE**

For this fiduciary fund, this account expensed the used portion of fixed assets of the RA, in accordance with the accounting rule for fiduciary funds. As of the end of FY17/18, all assets of the RSA were fully depreciated.

**ADMINISTRATIVE COSTS**

**PERSONNEL**

**50.11 - WAGES - REGULAR FULL-TIME**

Provides for 1% of the salary of the Town Manager; 1% of the salary of the Town Attorney, 3% of the salary of the Town Clerk; 5% of the salary of the Administrative Services Director; 10% of the salary of the Administrative Services Manager; 1% of the salary of the Management Analyst; 5% of the salary of the Senior Accountant; 5% of the wages of the Accountant II; and 2% of the wages for two (2) of the Town Clerk and Communications Division's Administrative Technicians. During FY 18/19, staff evaluated the amount of work time spent on RSA issues. Based on this evaluation, adjustments were made to the percentage of position costs allocated to the RSA, with the reallocated percentage going to the employee's primary division.

**REDEVELOPMENT SUCCESSOR AGENCY  
2020/21 EXPENDITURES BUDGET DETAIL**

599.000.00      Solid Waste Fund.Non-Department.Non-Division

**PERSONNEL (CONT'D)**

**54.xx - BENEFITS**

Provides for the employer paid portion of Town-provided benefits such as the retirement pension costs, payroll taxes, health insurance, dental insurance, vision insurance, group life insurance and workers compensation insurance.

**54.61 - DEFERRED COMPENSATION**

Provides for deferred compensation as negotiated by the Town's employee groups.

**54.81 - RETIREMENT HEALTH SAVINGS (RHS)**

Provides for RHS as negotiated by the Town's employee groups.

**55.71 - CAR ALLOWANCE**

Provides for portions of department head car allowances for those department heads who have time allocated to the RSA.

**55.80 - COMPENSATED ABSENCES**

For this fiduciary fund, this account will incur the liability of the unused portion of vacation, sick and compensatory time in accordance with the accounting rules for fiduciary funds. The decrease in compensated absences for FY19/20 was due to a change in the percentage allocation to the RSA.

**SUPPLIES AND SERVICES**

**63.01 - ADMINISTRATIVE OVERHEAD**

Provides for a reimbursement to the General Fund for administrative overhead costs.

**63.35 - GENERAL SUPPLIES**

Provides for office stationary forms, small items, and equipment, as needed.

**63.70 - TELEPHONE**

Provides for an allocation of costs for the Town-wide base and long distance phone plan, the optical fiber internet connection, and miscellaneous charges associated with the Town's Cisco phone system. Also provides for a portion of staff cellular phone service and equipment. Decrease to match decrease in position distributions to the RSA.

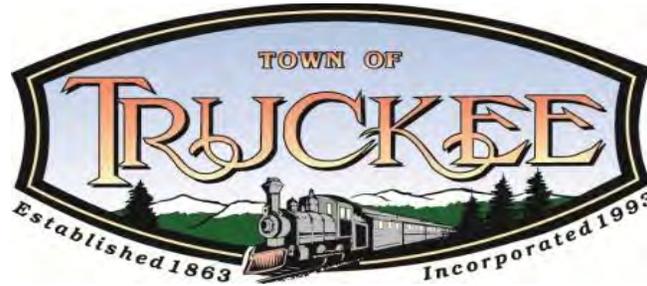
**63.75 - UTILITIES**

Provides for utility payments to the Truckee Sanitary District and the Tahoe Truckee Sanitation Agency for sewage transportation and treatment for the West River Street (former Nevada County Corporation Yard).

**68.50 - RENT - OFFICE SPACE**

Provides for the RSA's share of the office space in Town Hall.

FIVE YEAR  
CAPITAL IMPROVEMENT PLAN  
FY2020/21 - FY2024/25



DAVID POLIVY, MAYOR

ANNA KLOVSTAD, VICE MAYOR

DAVID TIRMAN, COUNCILMEMBER

JESSICA ABRAMS, COUNCILMEMBER

TONY COMMENDATORE, COUNCILMEMBER

DAN WILKINS, ACTING TOWN MANAGER

KIM SZCZUREK, DIRECTOR OF

ADMINISTRATIVE SERVICES

The cover photo depicts Truckee from 1,000 feet in the air through the window of a Marine Corp harrier jet. Captain Kelsey Casey, USMC, VMA-311 AV8B Harrier Attack Pilot, kindly gifted this photo to the Town.

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11-22	C0702	Truckee River Legacy Trail Phase 4
11-23	C0703	Truckee River Trail Phase 3
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11-26 & 27	C05XX	Town of Truckee Facilities
11-28	C1505	Council Chambers
11-29	C1609	Public Service Center Garage
11-30	C1706	Town Property Acquisition - Downtown Parking
11-31	C1817	West River Street Site Redevelopment
11-32	C1819	Transit Shelter Replacement
11-33	C1907	Mclver Dairy Site Implementation
11-34	C1910	Energy Efficiency Initiatives
11-35	C1911	Renewable Energy Generation at Town Buildings
11-36	C2010	Estates Drive Transit Shelter
11-37	C2021	Diesel Conversion to Renewable Diesel
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11-40	C1814	Community Housing Commitments
11-41	C2011	Accessory Dwelling Unit Pilot Program
11-42	C2012	Long-Term Rental Grant Program
11-43	C2013	Riverview Housing Feasibility Study
11-44	C2014	Deed Restriction Program
11-45	C2020	Down Payment Assistance Program
<b>MISCELLANEOUS PROJECTS</b>		
11-48	C0105	Information Technology Equipment
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11-50	C1208	Police Department Communication & Safety Equipment
11-51	C1305	Document Imaging - Building
11-52	C1509	Woodstove Replacement Program
11-53	C1510	Greenhouse Gas Emissions Reduction
11-54	C1514	Town Anniversary Acknowledgement
11-55	C1610	Town-Wide Content Management System
11-56	C1809	Town Website Update
11-57	C1811	Fleet Equipment Purchases

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11-59	C1822	Source Separated Public Recycling Containers
11-60	C1906	Town-Wide Aerial Mapping Project
11-61	C1908	Front Lobby Agenda Monitor
11-62	C1912	CAFR Software Implementation
11-63	C2008	Tahoe Donner Roadways Brushing and Chipping Project
11-64	C2009	COVID-19 Response Efforts
11-65	C2015	Truckee Springs Property Acquisition
11-66	C2016	Parking District Infrastructure
11-67	C2017	Electric Vehicle Charging Station
11-68	C2018	Glenshire Brushing and Chipping Project
11-69	C2019	Prosser Lakeview Estates/Sierra Meadows Brushing and Chipping Project
11-70	C2022	Coronavirus Economic Resiliency
11-71	C2205	Capital Project Budget Software
<b>PAVEMENT MAINTENANCE PROJECTS</b>		
11-74 & 75	Cxx02	Annual Paving Project Summary (See annual detail on pages 11-76 thru 11-84)
11-76	C1802	2018 Paving & Drainage Project
11-77	C2002	2020 Paving & Drainage Project
11-78	C2003	2021 Recessed Striping Project
11-79	C2102	2021 Paving & Drainage Project
11-80	C2202	2022 Paving & Drainage Project
11-81	C2203	2023 Recessed Striping Project
11-82	C2302	2023 Paving & Drainage Project
11-83	C2402	2024 Paving & Drainage Project
11-84	C2403	2025 Recessed Striping Project
11-85	C1901	2019 Slurry Seal Project
11-86	C2001	2020 Slurry Seal Project
11-87	C2005	2021 Parking District Seal Coat Project
11-88	C2007	2020 Bridge Maintenance Project
11-89	C2101	2021 Slurry Seal Project
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11-91	C1713	2017 Flood Damage Repair
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11-94	C1503	Pioneer Trail & Bridge Street Extension
11-95	C1508	Miscellaneous Curb & Gutter Replacement
11-96	C1607	Coldstream Road/Donner Creek Crossing Structure Replacement
11-97	C1804	Church Street Extension/Trout Creek Restoration Reach 4 and 5
11-98	C1915	2020 Guardrail Upgrade Project

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11-101	C1612	Stockrest Springs/Truckee Way/East Jibboom St Roundabout
11-102	C1712	I-80/Donner Pass Road/Coldstream Road Roundabout
11-103	C1805	Reimagine Bridge Street
<b>STREAM RESTORATION &amp; WATER QUALITY IMPROVEMENT PROJECTS</b>		
11-106	C1704	Trout Creek Restoration - Reach 1, Phase 2 Final Design & Construction
11-107	C2004	Tahoe Donner Drainage Maintenance Project
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11-110	C1407	Envision DPR Corridor Improvement - Western Segment Phase 1
11-111	C1703	West River Street Streetscape Improvement Project
11-112	C1711	Railyard Development Agreement Implementations
11-113	C1806	Jibboom & Bridge Streetscape Improvement Project
11-114	C1807	Church Street Streetscape Improvements Project
11-115	C1815	Envision DPR - Western Segment Utility Undergrounding
11-116	C1823	DPR Corridor Improvement Study (Between Donner Memorial and East End Donner La
11-117	C1904	Envision DPR - Eastern Segment Pedestrian Improvements
11-118	C1905	Envision DPR - Eastern Segment Utility Undergrounding
11-119	C2006	Envision DPR - Eastern Segment Improvement Plan
11-120	C2106	Downtown Railroad Pedestrian Crossing
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11-122	C1511	Riverview Corp Yard Facilities Plans
11-123	C1512	Public Works Software Enhancements
11-124	C1820	Transit Center Relocation Feasibility Study
11-125	C1824	Jibboom Street Sidewalk Feasibility Study and Improvement Project
11-126	C1903	General Plan Update
11-127	C1909	Parking Strategic Plan
11-128	C1913	Emergency Evacuation Planning
11-129	C1914	User Fee Study
11-130	C1917	Donner Pass Road Land Use Plan
11-131	C1918	Housing Density Site Analysis
11-132	C1919	Local Road Safety Plan

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11-49	C0107	Town Hall Office Equipment	Miscellaneous Projects
11-26	C05XX	Town of Truckee Facilities	Facilities Project
11-22	C0702	Truckee River Legacy Trail Phase 4	Bicycle Path & Trail Projects
11-23	C0703	Truckee River Trail Phase 3	Bicycle Path & Trail Projects
11-50	C1208	Police Department Communication & Safety Equipment	Miscellaneous Projects
11-51	C1305	Document Imaging - Building	Miscellaneous Projects
11-110	C1407	Envision DPR Corridor Improvement - Western Segment Phase 1	Streetscape Improvement Projects
11-94	C1503	Pioneer Trail & Bridge Street Extension	Roadway & Water Quality Improvement Projects
11-28	C1505	Council Chambers	Facilities Project
11-95	C1508	Miscellaneous Curb & Gutter Replacement	Roadway & Water Quality Improvement Projects
11-52	C1509	Woodstove Replacement Program	Miscellaneous Projects
11-53	C1510	Greenhouse Gas Emissions Reduction	Miscellaneous Projects
11-122	C1511	Riverview Corp Yard Facilities Plans	Studies & Plan Updates
11-123	C1512	Public Works Software Enhancements	Studies & Plan Updates
11-54	C1514	Town Anniversary Acknowledgement	Miscellaneous Projects
11-96	C1607	Coldstream Road/Donner Creek Crossing Structure Replacement	Roadway & Water Quality Improvement Projects
11-100	C1608	Northwoods Boulevard/Donner Pass Road Roundabout	Roundabout & Intersection Projects
11-29	C1609	Public Service Center Garage	Facilities Project
11-55	C1610	Town-Wide Content Management System	Miscellaneous Projects
11-101	C1612	Stockrest Springs/Truckee Way/East Jibboom St Roundabout	Roundabout & Intersection Projects
11-111	C1703	West River Street Streetscape Improvement Project	Streetscape Improvement Projects
11-106	C1704	Trout Creek Restoration - Reach 1, Phase 2 Final Design & Construction	Stream Restoration & Water Quality Improvement Projects
11-30	C1706	Town Property Acquisition - Downtown Parking	Facilities Project
11-112	C1711	Railyard Development Agreement Implementations	Streetscape Improvement Projects
11-102	C1712	I-80/Donner Pass Road/Coldstream Road Roundabout	Roundabout & Intersection Projects
11-91	C1713	2017 Flood Damage Repair	Pavement Maintenance Projects
11-76	C1802	2018 Paving & Drainage Project	Pavement Maintenance Projects
11-97	C1804	Church Street Extension/Trout Creek Restoration Reach 4 and 5	Roadway & Water Quality Improvement Projects

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11-56	C1809	Town Website Update	Miscellaneous Projects
11-57	C1811	Fleet Equipment Purchases	Miscellaneous Projects
11-40	C1814	Community Housing Commitments	Housing Projects
11-115	C1815	Envision DPR - Western Segment Utility Undergrounding	Streetscape Improvement Projects
11-31	C1817	West River Street Site Redevelopment	Facilities Project
11-32	C1819	Transit Shelter Replacement	Facilities Project
11-124	C1820	Transit Center Relocation Feasibility Study	Studies & Plan Updates
11-58	C1821	Records Management System/Computer Aided Dispatch Replacement	Miscellaneous Projects
11-59	C1822	Source Separated Public Recycling Containers	Miscellaneous Projects
11-116	C1823	DPR Corridor Improvement Study (Between Donner Memorial and East End Donner Lake)	Streetscape Improvement Projects
11-125	C1824	Jibboom Street Sidewalk Feasibility Study and Improvement Project	Studies & Plan Updates
11-85	C1901	2019 Slurry Seal Project	Pavement Maintenance Projects
11-126	C1903	General Plan Update	Studies & Plan Updates
11-117	C1904	Envision DPR - Eastern Segment Pedestrian Improvements	Streetscape Improvement Projects
11-118	C1905	Envision DPR - Eastern Segment Utility Undergrounding	Streetscape Improvement Projects
11-60	C1906	Town-Wide Aerial Mapping Project	Miscellaneous Projects
11-33	C1907	Mclver Dairy Site Implementation	Facilities Project
11-61	C1908	Front Lobby Agenda Monitor	Miscellaneous Projects
11-127	C1909	Parking Strategic Plan	Studies & Plan Updates
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11-35	C1911	Renewable Energy Generation at Town Buildings	Facilities Project
11-62	C1912	CAFR Software Implementation	Miscellaneous Projects
11-128	C1913	Emergency Evacuation Planning	Studies & Plan Updates
11-129	C1914	User Fee Study	Studies & Plan Updates
11-98	C1915	2020 Guardrail Upgrade Project	Roadway & Water Quality Improvement Projects
11-130	C1917	Donner Pass Road Land Use Plan	Studies & Plan Updates
11-131	C1918	Housing Density Site Analysis	Studies & Plan Updates
11-132	C1919	Local Road Safety Plan	Studies & Plan Updates
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11-119	C2006	Envision DPR - Eastern Segment Improvement Plan	Streetscape Improvement Projects
11-88	C2007	2020 Bridge Maintenance Project	Pavement Maintenance Projects
11-63	C2008	Tahoe Donner Roadways Brushing and Chipping Project	Miscellaneous Projects
11-64	C2009	COVID-19 Response Efforts	Miscellaneous Projects
11-36	C2010	Estates Drive Transit Shelter	Facilities Projects
11-41	C2011	Accessory Dwelling Unit Pilot Program	Housing Projects
11-42	C2012	Long-Term Rental Grant Program	Housing Projects
11-43	C2013	Riverview Housing Feasibility Study	Housing Projects
11-44	C2014	Deed Restriction Program	Housing Projects
11-65	C2015	Truckee Springs Property Acquisition	Miscellaneous Projects
11-66	C2016	Parking District Infrastructure	Miscellaneous Projects
11-67	C2017	Electric Vehicle Charging Station	Miscellaneous Projects
11-68	C2018	Glenshire Brushing and Chipping Project	Miscellaneous Projects
11-69	C2019	Prosser Lakeview Estates/Sierra Meadows Brushing and Chipping Project	Miscellaneous Projects
11-45	C2020	Down Payment Assistance Program	Housing Projects
11-37	C2021	Diesel Conversion to Renewable Diesel	Facilities Project
11-89	C2101	2021 Slurry Seal Project	Pavement Maintenance Projects
11-79	C2102	2021 Paving & Drainage Project	Pavement Maintenance Projects
11-90	C2104	2021 Trails Seal Coat Project	Pavement Maintenance Projects
11-70	C2022	Coronavirus Economic Resiliency	Miscellaneous Projects
11-120	C2106	Downtown Railroad Pedestrian Crossing	Streetscape Improvement Projects
11-80	C2202	2022 Paving & Drainage Project	Pavement Maintenance Projects
11-81	C2203	2023 Recessed Striping Project	Pavement Maintenance Projects
11-71	C2205	Capital Project Budget Software	Miscellaneous Projects
11-82	C2302	2023 Paving & Drainage Project	Pavement Maintenance Projects
11-83	C2402	2024 Paving & Drainage Project	Pavement Maintenance Projects
11-84	C2403	2025 Recessed Striping Project	Pavement Maintenance Projects
11-74	Cxx02	Annual Paving Project Summary (See annual detail on pages 11-76 thru 11-84)	Pavement Maintenance Projects

# TOWN OF TRUCKEE - CAPITAL IMPROVEMENT PROJECTS - PROJECT EXPENDITURE SUMMARY

PAGE #	CIP #	DESCRIPTION	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	TOTAL
<b>BICYCLE PATH &amp; TRAIL PROJECTS</b>											
11-22	C0702	Truckee River Legacy Trail Phase 4	560,726	912,000	400,000	1,182,000	7,127,230	5,000,000	-	-	14,269,956
11-23	C0703	Truckee River Trail Phase 3	5,303,099	4,000	2,000	-	-	-	-	-	5,305,099
<b>FACILITY PROJECTS</b>											
11-26 & 27	C05XX	Town of Truckee Facilities	2,694,570	87,500	50,000	40,000	150,000	105,000	135,000	75,000	3,249,570
11-28	C1505	Council Chambers	81,541	-	5,400	17,000	-	-	50,000	-	153,941
11-29	C1609	Public Service Center Garage	1,606,684	11,210,000	8,610,611	3,966,516	-	-	-	-	14,183,811
11-30	C1706	Town Property Acquisition - Downtown Parking	-	1,570,000	-	2,000,000	-	-	-	-	2,000,000
11-31	C1817	West River Street Site Redevelopment	40,690	231,935	187,721	1,330,650	3,092,681	-	-	-	4,651,742
11-32	C1819	Transit Shelter Replacement	-	138,149	-	-	138,149	-	-	-	138,149
11-33	C1907	Mclver Dairy Site Implementation	22,020	175,000	-	250,000	-	-	-	-	272,020
11-34	C1910	Energy Efficiency Initiatives	49,282	384,000	114,000	225,000	-	-	-	-	388,282
11-35	C1911	Renewable Energy Generation at Town Buildings	-	760,000	-	-	-	-	-	-	-
11-36	C2010	Estates Drive Transit Shelter	-	-	12,000	238,000	-	-	-	-	250,000
11-37	C2021	Diesel Conversion to Renewable Diesel	-	-	-	240,000	-	-	-	-	240,000
<b>HOUSING PROJECTS</b>											
11-40	C1814	Community Housing Commitments	100,000	50,000	50,000	55,000	55,000	55,000	-	-	315,000
11-41	C2011	Accessory Dwelling Unit Pilot Program	-	-	6,000	300,000	300,000	300,000	300,000	200,000	1,406,000
11-42	C2012	Long-Term Rental Grant Program	-	-	-	130,000	130,000	130,000	130,000	130,000	650,000
11-43	C2013	Riverview Housing Feasibility Study	-	-	-	200,000	200,000	-	-	-	400,000
11-45	C2020	Down Payment Assistance Program	-	-	-	170,000	300,000	300,000	300,000	300,000	1,370,000
11-44	C2014	Deed Restriction Program	-	-	-	180,000	200,000	200,000	200,000	200,000	980,000
<b>MISCELLANEOUS PROJECTS</b>											
11-48	C0105	Information Technology Equipment	960,976	160,000	113,500	425,000	116,000	195,000	76,000	86,000	1,972,476
11-49	C0107	Town Hall Office Equipment	121,227	10,000	-	12,000	20,000	65,000	-	-	218,227
11-50	C1208	Police Department Communication & Safety Equipment	630,931	52,932	55,000	45,000	47,156	47,768	64,007	44,808	934,670
11-51	C1305	Document Imaging - Building	139,439	-	13,080	-	-	-	-	-	152,520
11-52	C1509	Woodstove Replacement Program	38,533	5,000	8,000	8,000	9,467	-	-	-	64,000
11-53	C1510	Greenhouse Gas Emissions Reduction	118,980	89,542	40,420	-	-	40,000	-	-	199,400
11-54	C1514	Town Anniversary Acknowledgement	49,628	-	-	-	-	10,000	-	-	59,628
11-55	C1610	Town-Wide Content Management System	21,643	-	-	-	-	-	120,000	-	141,643
11-56	C1809	Town Website Update	-	-	-	75,000	-	-	-	-	75,000
11-57	C1811	Fleet Equipment Purchases	1,242,688	165,000	161,000	175,000	-	-	-	-	1,578,688
		Records Management System/Computer Aided Dispatch									
11-58	C1821	Replacement	-	133,000	-	134,000	133,000	233,000	-	-	500,000
11-59	C1822	Source Separated Public Recycling Containers	-	76,250	-	76,250	75,500	75,500	-	-	227,250
11-60	C1906	Town-Wide Aerial Mapping Project	-	-	-	-	25,000	-	-	-	25,000
11-61	C1908	Front Lobby Agenda Monitor	-	5,000	-	5,000	-	-	-	-	5,000
11-62	C1912	CAFR Software Implementation	-	15,000	12,000	-	-	-	-	-	12,000

# TOWN OF TRUCKEE - CAPITAL IMPROVEMENT PROJECTS - PROJECT EXPENDITURE SUMMARY

PAGE #	CIP #	DESCRIPTION	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	TOTAL
<b>MISCELLANEOUS PROJECTS (cont'd)</b>											
11-63	C2008	Tahoe Donner Roadways Brushing and Chipping Project	-	1,000,000	350,000	1,150,000	-	-	-	-	1,500,000
11-64	C2009	COVID-19 Response Efforts	-	-	250,000	75,000	-	-	-	-	325,000
11-65	C2015	Truckee Springs Property Acquisition	-	-	-	500,000	-	-	-	-	500,000
11-66	C2016	Parking District Infrastructure	-	42,468	-	-	35,000	185,000	192,161	301,491	713,652
11-67	C2017	Electric Vehicle Charging Station	-	-	-	134,542	-	-	-	-	134,542
11-68	C2018	Glenshire Brushing and Chipping Project	-	-	-	210,000	210,000	-	-	-	420,000
11-69	C2019	Prosser Lakeview Estates/Sierra Meadows Brushing and Chipping	-	-	-	500,000	500,000	-	-	-	1,000,000
11-70	C2022	Coronavirus Economic Resiliency	-	-	-	900,000	-	-	-	-	900,000
11-71	C2205	Capital Project Budget Software	-	-	-	-	-	30,000	30,000	-	60,000
<b>ROAD MAINTENANCE PROJECTS</b>											
11-76	C1802	2018 Paving & Drainage Project	4,659,164	-	117,794	-	-	-	-	-	4,776,958
11-77	C2002	2020 Paving & Drainage Project	-	5,000	5,000	645,000	-	-	-	-	650,000
11-78	C2003	2021 Recessed Striping Project	-	350,000	-	350,000	-	-	-	-	350,000
11-79	C2102	2021 Paving & Drainage Project	-	-	-	5,000	4,182,000	-	-	-	4,187,000
11-80	C2202	2022 Paving & Drainage Project	-	-	-	-	5,000	4,969,000	-	-	4,974,000
11-81	C2203	2023 Recessed Striping Project	-	-	-	-	-	350,000	-	-	350,000
11-82	C2302	2023 Paving & Drainage Project	-	-	-	-	-	5,000	3,967,500	-	3,972,500
11-83	C2402	2024 Paving & Drainage Project	-	-	-	-	-	-	5,000	3,964,500	3,969,500
11-84	C2403	2024 Recessed Striping Project	-	-	-	-	-	-	-	-	-
11-85	C1901	2019 Slurry Seal Project	3,000	1,139,000	2,000	-	-	-	-	-	5,000
11-86	C2001	2020 Slurry Seal Project	-	5,000	2,000	-	-	-	-	-	2,000
11-87	C2005	2021 Parking District Seal Coat Project	-	5,000	-	30,000	-	-	-	-	30,000
11-88	C2007	2020 Bridge Maintenance Project	-	-	15,000	125,000	-	-	-	-	140,000
11-89	C2101	2021 Slurry Seal Project	-	-	-	5,000	1,039,000	-	-	-	1,044,000
11-90	C2104	2021 Trails Seal Coat Project	-	5,000	-	150,000	-	-	-	-	150,000
11-91	C1713	2017 Flood Damage Repair	542,726	5,000	-	70,000	-	-	-	-	612,726
<b>ROADWAY &amp; WATER QUALITY IMPROVEMENT PROJECTS</b>											
11-94	C1503	Pioneer Trail & Bridge Street Extension	-	-	-	300,000	650,000	650,000	10,500,000	10,500,000	22,600,000
11-95	C1508	Miscellaneous Curb & Gutter Replacement	87,106	100,000	95,000	25,000	25,000	25,000	25,000	25,000	307,106
11-96	C1607	Coldstream Road/Donner Creek Crossing Structure Replacement	244,480	1,000,000	225,000	1,930,520	-	-	-	-	2,400,000
11-97	C1804	Church Street Extension/Trout Creek Restoration Reach 4 and 5	403,803	70,000	75,000	2,800,000	6,440,000	30,000	30,000	15,000	9,793,803
11-98	C1915	2020 Guardrail Upgrade Project	-	451,800	15,000	456,800	-	-	-	-	471,800
<b>ROUNDBABOUT &amp; INTERSECTION PROJECTS</b>											
11-100	C1608	Northwoods Boulevard/Donner Pass Road Roundabout	547,486	1,060,000	26,250	1,018,750	3,560,000	-	-	-	5,152,486
11-101	C1612	Stockrest Springs/Truckee Way/East Jibboom St Roundabout	258,554	3,529,332	3,384,332	76,000	-	-	-	-	3,718,886
11-102	C1712	I-80/Donner Pass Road/Coldstream Road Roundabout	128,124	187,500	160,000	2,441,876	2,180,000	-	-	-	4,910,000
11-103	C1805	Reimagine Bridge Street	260,004	300,000	300,000	600,000	1,800,000	1,700,000	-	-	4,660,004
<b>STREAM RESTORATION &amp; WATER QUALITY IMPROVEMENT PROJECTS</b>											
11-106	C1704	Trout Creek Restoration - Reach 1, Phase 2 Final Design & Construction	-	-	-	-	-	70,000	225,000	3,230,000	3,525,000
11-107	C2004	Tahoe Donner Drainage Maintenance Project	-	-	-	30,000	500,000	-	-	-	530,000

# TOWN OF TRUCKEE - CAPITAL IMPROVEMENT PROJECTS - PROJECT EXPENDITURE SUMMARY

PAGE #	CIP #	DESCRIPTION	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	TOTAL
<b>STREETSCAPE IMPROVEMENT PROJECTS</b>											
11-110	C1407	Envision DPR Corridor Improvement - Western Segment Phase 1	1,809,357	4,744,005	5,145,643	-	-	-	-	-	6,955,000
11-111	C1703	West River Street Streetscape Improvement Project	207,771	300,000	250,000	400,000	200,000	3,050,000	2,500,000	-	6,607,771
11-112	C1711	Railyard Development Agreement Implementations	856,752	2,400,000	1,703,840	750,000	50,000	50,000	50,000	50,000	3,510,592
11-113	C1806	Jibboom & Bridge Streetscape Improvement Project	-	-	-	-	-	350,000	3,800,000	-	4,150,000
11-114	C1807	Church Street Streetscape Improvements Project	-	-	-	-	200,000	200,000	1,500,000	-	1,900,000
11-115	C1815	Envision DPR - Western Segment Utility Undergrounding	3,881,970	-	4,000	-	-	-	-	-	3,885,970
11-116	C1823	DPR Corridor Improvement Study (Between Donner Memorial	22,972	100,000	5,000	115,000	1,000,000	-	-	-	1,142,972
11-117	C1904	Envision DPR - Eastern Segment Pedestrian Improvements	-	-	-	-	-	-	2,100,000	5,000,000	7,100,000
11-118	C1905	Envision DPR - Eastern Segment Utility Undergrounding	-	-	-	-	-	2,700,000	-	2,700,000	5,400,000
11-119	C2006	Envision DPR - Eastern Segment Improvement Plan	-	-	-	-	300,000	-	-	-	300,000
11-120	C2106	Downtown Railroad Pedestrian Crossing	-	-	-	-	1,000,000	4,000,000	4,000,000	-	9,000,000
<b>STUDIES &amp; PLAN UPDATES</b>											
11-122	C1511	Riverview Corp Yard Facilities Plans	41,324	-	2,040	-	-	-	-	-	43,364
11-123	C1512	Public Works Software Enhancements	167,488	35,000	1,000	-	-	-	-	-	168,488
11-124	C1820	Transit Center Relocation Feasibility Study	54,343	55,000	55,181	7,500	-	6,000,000	-	-	6,117,024
11-125	C1824	Jibboom Street Sidewalk Feasibility Study and Improvement	-	125,000	-	50,000	292,125	1,000,000	-	-	1,342,125
11-126	C1903	General Plan Update	402,513	865,000	874,639	685,879	-	-	-	-	1,963,031
11-127	C1909	Parking Strategic Plan	-	75,000	66,359	8,641	-	-	-	-	75,000
11-128	C1913	Emergency Evacuation Planning	-	100,000	-	150,000	-	-	-	-	150,000
11-129	C1914	User Fee Study	-	12,500	-	25,000	25,000	-	-	-	50,000
11-130	C1917	Donner Pass Road Land Use Plan	-	-	6,000	215,000	29,000	-	-	-	250,000
11-131	C1918	Housing Density Site Analysis	-	-	2,300	152,989	4,711	-	-	-	160,000
11-132	C1919	Local Road Safety Plan	-	-	2,400	77,600	-	-	-	-	80,000

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# TOWN OF TRUCKEE - CAPITAL IMPROVEMENT PROJECTS

## FUNDING SOURCES - ALL FISCAL YEARS

Funding Source	CIP #	PAGE #	DESCRIPTION	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FUNDING TOTAL
Affordable Housing In-Lieu Fund	C1711	11-112	Railyard Development Agreement Implementations	1,650,000	1,650,000	-	-	-	-	-	1,650,000
Affordable Housing In-Lieu Fund	C1814	11-40	Community Housing Commitments	50,000	50,000	-	-	-	-	-	50,000
<b>Affordable Housing In-Lieu Fund Total</b>				<b>1,700,000</b>	<b>1,700,000</b>	-	-	-	-	-	<b>1,700,000</b>
AHSC Program Funds	C1703	11-111	West River Street Streetscape Improvement Project	-	-	-	-	500,000	-	-	500,000
AHSC Program Funds	C1820	11-124	Transit Center Relocation Feasibility Study	-	-	-	-	1,000,000	-	-	1,000,000
<b>AHSC Program Funds Total</b>				-	-	-	-	<b>1,500,000</b>	-	-	<b>1,500,000</b>
Air Quality Mitigation Fund	C1509	11-52	Woodstove Replacement Program	5,000	8,000	8,000	9,467	-	-	-	25,467
<b>Air Quality Mitigation Fund Total</b>				<b>5,000</b>	<b>8,000</b>	<b>8,000</b>	<b>9,467</b>	-	-	-	<b>25,467</b>
Beverage Container Payment Program	C1822	11-59	Source Separated Public Recycling Containers	5,000	-	5,000	5,000	5,000	-	-	15,000
<b>Beverage Container Payment Program Total</b>				<b>5,000</b>	-	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	-	-	<b>15,000</b>
Bond Financing	C1609	11-29	Public Service Center Garage	5,000,000	5,005,249	-	-	-	-	-	5,005,249
<b>Bond Financing Total</b>				<b>5,000,000</b>	<b>5,005,249</b>	-	-	-	-	-	<b>5,005,249</b>
Brickelltown CFD	C1508	11-95	Miscellaneous Curb & Gutter Replacement	-	4,526	-	-	-	-	-	4,526
<b>Brickelltown CFD Total</b>				-	<b>4,526</b>	-	-	-	-	-	<b>4,526</b>
Building & Safety Fund	C0107	11-49	Town Hall Office Equipment	10,000	-	12,000	-	10,000	-	-	22,000
Building & Safety Fund	C05XX	11-26	Town of Truckee Facilities	-	-	20,000	-	-	-	-	20,000
Building & Safety Fund	C1305	11-51	Document Imaging - Building	-	13,080	-	-	-	-	-	13,080
Building & Safety Fund	C1914	11-129	User Fee Study	5,000	-	10,000	10,000	-	-	-	20,000
<b>Building &amp; Safety Fund Total</b>				<b>15,000</b>	<b>13,080</b>	<b>42,000</b>	<b>10,000</b>	<b>10,000</b>	-	-	<b>75,080</b>
CalFire Grant Funds	C2019	11-69	Prosser Lakeview Estates/Sierra Meadows Brushing and	-	-	500,000	500,000	-	-	-	1,000,000
<b>CalFire Grant Funds Total</b>				-	-	<b>500,000</b>	<b>500,000</b>	-	-	-	<b>1,000,000</b>
CARES Act Funding	C2022	11-70	Coronavirus Economic Resiliency	-	-	200,000	-	-	-	-	200,000
<b>CARES Act Funding Total</b>				-	-	<b>200,000</b>	-	-	-	-	<b>200,000</b>
CDBG Program Income	C2010	11-36	Estates Drive Transit Shelter	-	12,000	178,000	-	-	-	-	190,000
<b>CDBG Program Income Total</b>				-	<b>12,000</b>	<b>178,000</b>	-	-	-	-	<b>190,000</b>
CDFW Grant	C1804	11-97	Church Street Extension/Trout Creek Restoration Reach	-	-	300,000	2,000,000	-	-	-	2,300,000
<b>CDFW Grant Total</b>				-	-	<b>300,000</b>	<b>2,000,000</b>	-	-	-	<b>2,300,000</b>
COPS Fund	C0107	11-49	Town Hall Office Equipment	-	-	-	-	15,000	-	-	15,000
COPS Fund	C1208	11-50	Police Department Communication & Safety Equipment	52,932	55,000	45,000	47,156	47,768	64,007	44,808	303,739
<b>COPS Fund Total</b>				<b>52,932</b>	<b>55,000</b>	<b>45,000</b>	<b>47,156</b>	<b>62,768</b>	<b>64,007</b>	<b>44,808</b>	<b>318,739</b>
Developer Funding	C1607	11-96	Coldstream Road/Donner Creek Crossing Structure Repl	300,000	-	551,980	-	-	-	-	551,980
Developer Funding	C1612	11-101	Stockrest Springs/Truckee Way/East Jibboom St Roundal	80,000	10,000	70,000	-	-	-	-	80,000
Developer Funding	C1712	11-102	I-80/Donner Pass Road/Coldstream Road Roundabout	-	-	2,180,000	2,180,000	(459,000)	(459,000)	(459,000)	2,983,000
Developer Funding	C1817	11-31	West River Street Site Redevelopment	-	-	50,650	313,120	-	-	-	363,770
<b>Developer Funding Total</b>				<b>380,000</b>	<b>10,000</b>	<b>2,852,630</b>	<b>2,493,120</b>	<b>(459,000)</b>	<b>(459,000)</b>	<b>(459,000)</b>	<b>3,978,750</b>
DWR Grant - Urban Streams	C1804	11-97	Church Street Extension/Trout Creek Restoration Reach	-	-	350,000	650,000	-	-	-	1,000,000
<b>DWR Grant - Urban Streams Total</b>				-	-	<b>350,000</b>	<b>650,000</b>	-	-	-	<b>1,000,000</b>
Economic Development Design.	C1817	11-31	West River Street Site Redevelopment	-	-	602,048	72,097	-	-	-	674,145
<b>Economic Development Design. Total</b>				-	-	<b>602,048</b>	<b>72,097</b>	-	-	-	<b>674,145</b>
Facilities Impact Fees - General Government	C1609	11-29	Public Service Center Garage	175,000	352,337	250,853	-	-	-	-	603,190
<b>Facilities Impact Fees - General Government Total</b>				<b>175,000</b>	<b>352,337</b>	<b>250,853</b>	-	-	-	-	<b>603,190</b>

# TOWN OF TRUCKEE - CAPITAL IMPROVEMENT PROJECTS

## FUNDING SOURCES - ALL FISCAL YEARS

Funding Source	CIP #	PAGE #	DESCRIPTION	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FUNDING TOTAL
Facilities Impact Fees - Law Enforcement	C1609	11-29	Public Service Center Garage	40,000	87,286	80,525	-	-	-	-	167,811
<b>Facilities Impact Fees - Law Enforcement Total</b>				<b>40,000</b>	<b>87,286</b>	<b>80,525</b>	-	-	-	-	<b>167,811</b>
Facilities Impact Fees - Storm Drainage	C1804	11-97	Church Street Extension/Trout Creek Restoration Reach	60,000	55,000	200,000	10,500	21,000	21,000	10,500	318,000
<b>Facilities Impact Fees - Storm Drainage Total</b>				<b>60,000</b>	<b>55,000</b>	<b>200,000</b>	<b>10,500</b>	<b>21,000</b>	<b>21,000</b>	<b>10,500</b>	<b>318,000</b>
Facilities Improvement Designation	C1609	11-29	Public Service Center Garage	1,300,000	1,171,087	-	-	-	-	-	1,171,087
<b>Facilities Improvement Designation Total</b>				<b>1,300,000</b>	<b>1,171,087</b>	-	-	-	-	-	<b>1,171,087</b>
Federal HIP Funds	C1407	11-110	Envision DPR Corridor Improvement - Western Segment	-	202,827	-	-	-	-	-	202,827
<b>Federal HIP Funds Total</b>				-	<b>202,827</b>	-	-	-	-	-	<b>202,827</b>
Federal HSIP Grant	C1407	11-110	Envision DPR Corridor Improvement - Western Segment	607,500	927,670	-	-	-	-	-	927,670
Federal HSIP Grant	C1915	11-98	2020 Guardrail Upgrade Project	393,120	-	393,120	-	-	-	-	393,120
<b>Federal HSIP Grant Total</b>				<b>1,000,620</b>	<b>927,670</b>	<b>393,120</b>	-	-	-	-	<b>1,320,790</b>
Fleet Replacement Fund	C1510	11-53	Greenhouse Gas Emissions Reduction	50,000	-	-	-	-	-	-	-
Fleet Replacement Fund	C2017	11-67	Electric Vehicle Charging Station	-	-	95,000	-	-	-	-	95,000
<b>Fleet Replacement Fund Total</b>				<b>50,000</b>	-	<b>95,000</b>	-	-	-	-	<b>95,000</b>
General Fund	C0105	11-48	Information Technology Equipment	160,000	113,500	425,000	116,000	195,000	76,000	86,000	1,011,500
General Fund	C0107	11-49	Town Hall Office Equipment	-	-	-	20,000	40,000	-	-	60,000
General Fund	C05XX	11-26	Town of Truckee Facilities	87,500	50,000	20,000	145,000	97,500	135,000	75,000	522,500
General Fund	C1407	11-110	Envision DPR Corridor Improvement - Western Segment	2,673,030	2,429,461	-	-	-	-	-	2,429,461
General Fund	C1510	11-53	Greenhouse Gas Emissions Reduction	-	40,420	-	-	40,000	-	-	80,420
General Fund	C1511	11-122	Riverview Corp Yard Facilities Plans	-	2,040	-	-	-	-	-	2,040
General Fund	C1512	11-123	Public Works Software Enhancements	35,000	1,000	-	-	-	-	-	1,000
General Fund	C1514	11-54	Town Anniversary Acknowledgement	-	-	-	-	10,000	-	-	10,000
General Fund	C1607	11-96	Coldstream Road/Donner Creek Crossing Structure Repl	300,000	-	-	-	-	-	-	-
General Fund	C1608	11-100	Northwoods Boulevard/Donner Pass Road Roundabout	280,000	26,250	23,750	-	-	-	-	50,000
General Fund	C1609	11-29	Public Service Center Garage	4,695,000	1,994,652	3,635,138	-	-	-	-	5,629,790
General Fund	C1610	11-55	Town-Wide Content Management System	-	-	-	-	-	120,000	-	120,000
General Fund	C1612	11-101	Stockrest Springs/Truckee Way/East Jibboom St Roundal	1,550,000	1,429,875	6,000	-	-	-	-	1,435,875
General Fund	C1703	11-111	West River Street Streetscape Improvement Project	-	-	100,000	-	1,300,000	2,500,000	-	3,900,000
General Fund	C1706	11-30	Town Property Acquisition - Downtown Parking	400,000	-	665,000	-	-	-	-	665,000
General Fund	C1806	11-113	Jibboom & Bridge Streetscape Improvement Project	-	-	-	-	350,000	-	-	350,000
General Fund	C1809	11-56	Town Website Update	-	-	75,000	-	-	-	-	75,000
General Fund	C1811	11-57	Fleet Equipment Purchases	165,000	161,000	175,000	-	-	-	-	336,000
General Fund	C1815	11-115	Envision DPR - Western Segment Utility Undergrounding	-	4,000	-	-	-	-	-	4,000
General Fund	C1817	11-31	West River Street Site Redevelopment	131,935	187,721	-	2,107,464	-	-	-	2,295,185
General Fund	C1821	11-58	Records Management System/Computer Aided Dispatch	133,000	-	134,000	133,000	233,000	-	-	500,000
General Fund	C1824	11-125	Jibboom Street Sidewalk Feasibility Study and Improvem	125,000	-	50,000	142,125	-	-	-	192,125
General Fund	C1903	11-126	General Plan Update	749,911	760,049	591,530	-	-	-	-	1,351,579
General Fund	C1905	11-118	Envision DPR - Eastern Segment Utility Undergrounding	-	-	-	-	734,500	-	1,200,000	1,934,500
General Fund	C1906	11-60	Town-Wide Aerial Mapping Project	-	-	-	25,000	-	-	-	25,000

# TOWN OF TRUCKEE - CAPITAL IMPROVEMENT PROJECTS

## FUNDING SOURCES - ALL FISCAL YEARS

Funding Source	CIP #	PAGE #	DESCRIPTION	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FUNDING TOTAL
General Fund	C1907	11-33	Mclver Dairy Site Implementation	-	-	175,000	-	-	-	-	175,000
General Fund	C1908	11-61	Front Lobby Agenda Monitor	5,000	-	5,000	-	-	-	-	5,000
General Fund	C1910	11-34	Energy Efficiency Initiatives	324,000	114,000	-	-	-	-	-	114,000
General Fund	C1911	11-35	Renewable Energy Generation at Town Buildings	760,000	-	-	-	-	-	-	-
General Fund	C1912	11-62	CAFR Software Implementation	15,000	12,000	-	-	-	-	-	12,000
General Fund	C1913	11-128	Emergency Evacuation Planning	25,000	-	100,000	-	-	-	-	100,000
General Fund	C1914	11-129	User Fee Study	7,000	-	14,000	14,000	-	-	-	28,000
General Fund	C1917	11-130	Donner Pass Road Land Use Plan	-	688	24,661	3,326	-	-	-	28,675
General Fund	C1919	11-132	Local Road Safety Plan	-	240	7,760	-	-	-	-	8,000
General Fund	C2006	11-119	Envision DPR - Eastern Segment Improvement Plan	-	-	-	300,000	-	-	-	300,000
General Fund	C2009	11-64	COVID-19 Response Efforts	-	250,000	75,000	-	-	-	-	325,000
General Fund	C2022	11-70	Coronavirus Economic Resiliency	-	-	300,000	-	-	-	-	300,000
<b>General Fund Total</b>				<b>12,621,376</b>	<b>7,576,896</b>	<b>6,601,839</b>	<b>3,005,915</b>	<b>3,000,000</b>	<b>2,831,000</b>	<b>1,361,000</b>	<b>24,376,650</b>
General Fund Housing Designation	C1612	11-101	Stockrest Springs/Truckee Way/East Jibboom St Roundal	1,699,332	1,744,457	-	-	-	-	-	1,744,457
General Fund Housing Designation	C1814	11-40	Community Housing Commitments	-	-	55,000	55,000	55,000	-	-	165,000
General Fund Housing Designation	C2011	11-41	Accessory Dwelling Unit Pilot Program	-	6,000	100,000	-	-	-	-	106,000
General Fund Housing Designation	C2012	11-42	Long-Term Rental Grant Program	-	-	65,000	65,000	65,000	65,000	65,000	325,000
General Fund Housing Designation	C2013	11-43	Riverview Housing Feasibility Study	-	-	100,000	50,000	-	-	-	150,000
General Fund Housing Designation	C2020	11-45	Down Payment Assistance Program	-	-	170,000	100,000	100,000	100,000	100,000	570,000
<b>General Fund Housing Designation Total</b>				<b>1,699,332</b>	<b>1,750,457</b>	<b>490,000</b>	<b>270,000</b>	<b>220,000</b>	<b>165,000</b>	<b>165,000</b>	<b>3,060,457</b>
Glenshire TSSA Fund	C0703	11-23	Truckee River Trail Phase 3	4,000	2,000	-	-	-	-	-	2,000
Glenshire TSSA Fund	C1901	11-85	2019 Slurry Seal Project	79,000	-	-	-	-	-	-	-
Glenshire TSSA Fund	C1913	11-128	Emergency Evacuation Planning	25,000	-	20,000	-	-	-	-	20,000
Glenshire TSSA Fund	C2018	11-68	Glenshire Brushing and Chipping Project	-	-	210,000	210,000	-	-	-	420,000
Glenshire TSSA Fund	C2101	11-89	2021 Slurry Seal Project	-	-	-	79,000	-	-	-	79,000
Glenshire TSSA Fund	C2102	11-79	2021 Paving & Drainage Project	-	-	-	157,000	-	-	-	157,000
Glenshire TSSA Fund	C2302	11-82	2023 Paving & Drainage Project	-	-	-	-	-	53,500	-	53,500
Glenshire TSSA Fund	C2402	11-83	2024 Paving & Drainage Project	-	-	-	-	-	-	53,500	53,500
<b>Glenshire TSSA Fund Total</b>				<b>108,000</b>	<b>2,000</b>	<b>230,000</b>	<b>446,000</b>	<b>-</b>	<b>53,500</b>	<b>53,500</b>	<b>785,000</b>
HCD SB 2 Planning Grant	C1918	11-131	Housing Density Site Analysis	-	2,300	152,989	4,711	-	-	-	160,000
<b>HCD SB 2 Planning Grant Total</b>				<b>-</b>	<b>2,300</b>	<b>152,989</b>	<b>4,711</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>160,000</b>
Intergovernmental Contributions	C0702	11-22	Truckee River Legacy Trail Phase 4	92,000	50,000	42,000	1,125,957	1,250,000	-	-	2,467,957
Intergovernmental Contributions	C1407	11-110	Envision DPR Corridor Improvement - Western Segment	-	223,460	-	-	-	-	-	223,460
<b>Intergovernmental Contributions Total</b>				<b>92,000</b>	<b>273,460</b>	<b>42,000</b>	<b>1,125,957</b>	<b>1,250,000</b>	<b>-</b>	<b>-</b>	<b>2,691,417</b>
IRWM Funding	C1607	11-96	Coldstream Road/Donner Creek Crossing Structure Repl	-	-	467,468	-	-	-	-	467,468
<b>IRWM Funding Total</b>				<b>-</b>	<b>-</b>	<b>467,468</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>467,468</b>
LEAP Grant	C1903	11-126	General Plan Update	-	-	65,000	-	-	-	-	65,000
<b>LEAP Grant Total</b>				<b>-</b>	<b>-</b>	<b>65,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>65,000</b>
Local Road Safety Plan Grant	C1919	11-132	Local Road Safety Plan	-	2,160	69,840	-	-	-	-	72,000
<b>Local Road Safety Plan Grant Total</b>				<b>-</b>	<b>2,160</b>	<b>69,840</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>72,000</b>
Local Transportation Fund	C1820	11-124	Transit Center Relocation Feasibility Study	6,470	14,791	7,500	-	-	-	-	22,291
Local Transportation Fund	C2010	11-36	Estates Drive Transit Shelter	-	-	6,000	-	-	-	-	6,000
<b>Local Transportation Fund Total</b>				<b>6,470</b>	<b>14,791</b>	<b>13,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>28,291</b>

# TOWN OF TRUCKEE - CAPITAL IMPROVEMENT PROJECTS

## FUNDING SOURCES - ALL FISCAL YEARS

Funding Source	CIP #	PAGE #	DESCRIPTION	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FUNDING TOTAL
Measure R Sales Tax Fund	C0702	11-22	Truckee River Legacy Trail Phase 4	820,000	350,000	636,969	1,125,158	1,250,000	-	-	3,362,127
Measure R Sales Tax Fund	C2104	11-90	2021 Trails Seal Coat Project	5,000	-	150,000	-	-	-	-	150,000
<b>Measure R Sales Tax Fund Total</b>				<b>825,000</b>	<b>350,000</b>	<b>786,969</b>	<b>1,125,158</b>	<b>1,250,000</b>	<b>-</b>	<b>-</b>	<b>3,512,127</b>
Measure V Sales Tax Fund	C1407	11-110	Envision DPR Corridor Improvement - Western Segment	1,335,000	1,335,000	-	-	-	-	-	1,335,000
Measure V Sales Tax Fund	C1508	11-95	Miscellaneous Curb & Gutter Replacement	100,000	90,474	25,000	25,000	25,000	25,000	25,000	215,474
Measure V Sales Tax Fund	C1607	11-96	Coldstream Road/Donner Creek Crossing Structure Repl	300,000	-	-	-	-	-	-	-
Measure V Sales Tax Fund	C1612	11-101	Stockrest Springs/Truckee Way/East Jibboom St Roundal	200,000	200,000	-	-	-	-	-	200,000
Measure V Sales Tax Fund	C1713	11-91	2017 Flood Damage Repair	5,000	-	70,000	-	-	-	-	70,000
Measure V Sales Tax Fund	C1802	11-76	2018 Paving & Drainage Project	-	7,544	-	-	-	-	-	7,544
Measure V Sales Tax Fund	C1901	11-85	2019 Slurry Seal Project	334,583	2,000	-	-	-	-	-	2,000
Measure V Sales Tax Fund	C1915	11-98	2020 Guardrail Upgrade Project	58,680	15,000	63,680	-	-	-	-	78,680
Measure V Sales Tax Fund	C2001	11-86	2020 Slurry Seal Project	5,000	2,000	-	-	-	-	-	2,000
Measure V Sales Tax Fund	C2002	11-77	2020 Paving & Drainage Project	5,000	5,000	95,000	-	-	-	-	100,000
Measure V Sales Tax Fund	C2003	11-78	2021 Recessed Striping Project	350,000	-	350,000	-	-	-	-	350,000
Measure V Sales Tax Fund	C2007	11-88	2020 Bridge Maintenance Project	-	15,000	125,000	-	-	-	-	140,000
Measure V Sales Tax Fund	C2101	11-89	2021 Slurry Seal Project	-	-	5,000	745,000	-	-	-	750,000
Measure V Sales Tax Fund	C2102	11-79	2021 Paving & Drainage Project	-	-	5,000	2,639,000	-	-	-	2,644,000
Measure V Sales Tax Fund	C2202	11-80	2022 Paving & Drainage Project	-	-	-	5,000	4,499,000	-	-	4,504,000
Measure V Sales Tax Fund	C2203	11-81	2023 Recessed Striping Project	-	-	-	-	350,000	-	-	350,000
Measure V Sales Tax Fund	C2302	11-82	2023 Paving & Drainage Project	-	-	-	-	5,000	2,805,000	-	2,810,000
Measure V Sales Tax Fund	C2402	11-83	2024 Paving & Drainage Project	-	-	-	-	-	5,000	2,802,000	2,807,000
<b>Measure V Sales Tax Fund Total</b>				<b>2,693,263</b>	<b>1,672,018</b>	<b>738,680</b>	<b>3,414,000</b>	<b>4,879,000</b>	<b>2,835,000</b>	<b>2,827,000</b>	<b>16,365,698</b>
NCTC Big Data Grant	C1903	11-126	General Plan Update	-	36,342	-	-	-	-	-	36,342
<b>NCTC Big Data Grant Total</b>				<b>-</b>	<b>36,342</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>36,342</b>
NSAQMD Grant	C1510	11-53	Greenhouse Gas Emissions Reduction	39,542	-	-	-	-	-	-	-
NSAQMD Grant	C2017	11-67	Electric Vehicle Charging Station	-	-	39,542	-	-	-	-	39,542
<b>NSAQMD Grant Total</b>				<b>39,542</b>	<b>-</b>	<b>39,542</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>39,542</b>
Open Space Designation	C2015	11-65	Truckee Springs Property Acquisition	-	-	500,000	-	-	-	-	500,000
<b>Open Space Designation Total</b>				<b>-</b>	<b>-</b>	<b>500,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>500,000</b>
Parking Fund	C1706	11-30	Town Property Acquisition - Downtown Parking	1,170,000	-	1,300,000	-	-	-	-	1,300,000
Parking Fund	C1909	11-127	Parking Strategic Plan	75,000	66,359	8,641	-	-	-	-	75,000
Parking Fund	C1914	11-129	User Fee Study	500	-	1,000	1,000	-	-	-	2,000
Parking Fund	C2005	11-87	2021 Parking District Seal Coat Project	5,000	-	30,000	-	-	-	-	30,000
Parking Fund	C2016	11-66	Parking District Infrastructure	42,468	-	-	35,000	185,000	192,161	301,491	713,652
<b>Parking Fund Total</b>				<b>1,292,968</b>	<b>66,359</b>	<b>1,339,641</b>	<b>36,000</b>	<b>185,000</b>	<b>192,161</b>	<b>301,491</b>	<b>2,120,652</b>
PEG Fund	C1505	11-28	Council Chambers	-	5,400	17,000	-	-	50,000	-	72,400
<b>PEG Fund Total</b>				<b>-</b>	<b>5,400</b>	<b>17,000</b>	<b>-</b>	<b>-</b>	<b>50,000</b>	<b>-</b>	<b>72,400</b>
Private Contributions	C05XX	11-26	Town of Truckee Facilities	-	-	-	5,000	7,500	-	-	12,500
Private Contributions	C0702	11-22	Truckee River Legacy Trail Phase 4	-	-	500,000	2,500,000	-	-	-	3,000,000
<b>Private Contributions Total</b>				<b>-</b>	<b>-</b>	<b>500,000</b>	<b>2,505,000</b>	<b>7,500</b>	<b>-</b>	<b>-</b>	<b>3,012,500</b>
Prop 68 Per Capita Grant	C1817	11-31	West River Street Site Redevelopment	-	-	177,952	-	-	-	-	177,952
<b>Prop 68 Per Capita Grant Total</b>				<b>-</b>	<b>-</b>	<b>177,952</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>177,952</b>
Property Sale	C1817	11-31	West River Street Site Redevelopment	-	-	-	600,000	-	-	-	600,000
<b>Property Sale Total</b>				<b>-</b>	<b>-</b>	<b>-</b>	<b>600,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>600,000</b>

# TOWN OF TRUCKEE - CAPITAL IMPROVEMENT PROJECTS

## FUNDING SOURCES - ALL FISCAL YEARS

Funding Source	CIP #	PAGE #	DESCRIPTION	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FUNDING TOTAL
PTMISEA Grant	C2010	11-36	Estates Drive Transit Shelter	-	-	54,000	-	-	-	-	54,000
<b>PTMISEA Grant Total</b>				-	-	<b>54,000</b>	-	-	-	-	<b>54,000</b>
Railyard Commitments Design.	C1711	11-112	Railyard Development Agreement Implementations	250,000	-	250,000	50,000	50,000	50,000	50,000	450,000
<b>Railyard Commitments Design. Total</b>				<b>250,000</b>	-	<b>250,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>450,000</b>
Road Maintenance & Rehab Acct	C1901	11-85	2019 Slurry Seal Project	410,417	-	-	-	-	-	-	-
Road Maintenance & Rehab Acct	C2002	11-77	2020 Paving & Drainage Project	-	-	450,000	-	-	-	-	450,000
Road Maintenance & Rehab Acct	C2102	11-79	2021 Paving & Drainage Project	-	-	-	270,000	-	-	-	270,000
Road Maintenance & Rehab Acct	C2202	11-80	2022 Paving & Drainage Project	-	-	-	-	270,000	-	-	270,000
Road Maintenance & Rehab Acct	C2302	11-82	2023 Paving & Drainage Project	-	-	-	-	-	270,000	-	270,000
Road Maintenance & Rehab Acct	C2402	11-83	2024 Paving & Drainage Project	-	-	-	-	-	-	270,000	270,000
<b>Road Maintenance &amp; Rehab Acct Total</b>				<b>410,417</b>	-	<b>450,000</b>	<b>270,000</b>	<b>270,000</b>	<b>270,000</b>	<b>270,000</b>	<b>1,530,000</b>
SB1 Programmatic Funding	C1607	11-96	Coldstream Road/Donner Creek Crossing Structure Replz	-	-	262,666	-	-	-	-	262,666
SB1 Programmatic Funding	C1819	11-32	Transit Shelter Replacement	138,149	-	-	138,149	-	-	-	138,149
SB1 Programmatic Funding	C1820	11-124	Transit Center Relocation Feasibility Study	48,530	40,390	-	-	-	-	-	40,390
SB1 Programmatic Funding	C1901	11-85	2019 Slurry Seal Project	100,000	-	-	-	-	-	-	-
SB1 Programmatic Funding	C1903	11-126	General Plan Update	115,089	78,248	29,349	-	-	-	-	107,597
SB1 Programmatic Funding	C2002	11-77	2020 Paving & Drainage Project	-	-	100,000	-	-	-	-	100,000
SB1 Programmatic Funding	C2102	11-79	2021 Paving & Drainage Project	-	-	-	200,000	-	-	-	200,000
SB1 Programmatic Funding	C2202	11-80	2022 Paving & Drainage Project	-	-	-	-	200,000	-	-	200,000
SB1 Programmatic Funding	C2302	11-82	2023 Paving & Drainage Project	-	-	-	-	-	200,000	-	200,000
SB1 Programmatic Funding	C2402	11-83	2024 Paving & Drainage Project	-	-	-	-	-	-	200,000	200,000
<b>SB1 Programmatic Funding Total</b>				<b>401,768</b>	<b>118,638</b>	<b>392,015</b>	<b>338,149</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>1,448,802</b>
Solid Waste Fund	C1822	11-59	Source Separated Public Recycling Containers	71,250	-	71,250	70,500	70,500	-	-	212,250
<b>Solid Waste Fund Total</b>				<b>71,250</b>	-	<b>71,250</b>	<b>70,500</b>	<b>70,500</b>	-	-	<b>212,250</b>
Streetscape Designation	C1703	11-111	West River Street Streetscape Improvement Project	300,000	250,000	300,000	200,000	1,250,000	-	-	2,000,000
Streetscape Designation	C1711	11-112	Railyard Development Agreement Implementations	500,000	35,000	500,000	-	-	-	-	535,000
<b>Streetscape Designation Total</b>				<b>800,000</b>	<b>285,000</b>	<b>800,000</b>	<b>200,000</b>	<b>1,250,000</b>	-	-	<b>2,535,000</b>
Sustainability Designation	C1910	11-34	Energy Efficiency Initiatives	-	-	175,000	-	-	-	-	175,000
Sustainability Designation	C2021	11-37	Diesel Conversion to Renewable Diesel	-	-	240,000	-	-	-	-	240,000
<b>Sustainability Designation Total</b>				-	-	<b>415,000</b>	-	-	-	-	<b>415,000</b>
Sustainable Communities Grant	C1917	11-130	Donner Pass Road Land Use Plan	-	5,312	190,340	25,674	-	-	-	221,325
<b>Sustainable Communities Grant Total</b>				-	<b>5,312</b>	<b>190,340</b>	<b>25,674</b>	-	-	-	<b>221,325</b>
Tahoe Donner TSSA Fund	C1503	11-94	Pioneer Trail & Bridge Street Extension	-	-	150,000	325,000	325,000	-	-	800,000
Tahoe Donner TSSA Fund	C1802	11-76	2018 Paving & Drainage Project	-	110,250	-	-	-	-	-	110,250
Tahoe Donner TSSA Fund	C1823	11-116	DPR Corridor Improvement Study (Between Donner Mer	100,000	5,000	115,000	1,000,000	-	-	-	1,120,000
Tahoe Donner TSSA Fund	C1901	11-85	2019 Slurry Seal Project	215,000	-	-	-	-	-	-	-
Tahoe Donner TSSA Fund	C1913	11-128	Emergency Evacuation Planning	50,000	-	30,000	-	-	-	-	30,000
Tahoe Donner TSSA Fund	C2004	11-107	Tahoe Donner Drainage Maintenance Project	-	-	30,000	500,000	-	-	-	530,000
Tahoe Donner TSSA Fund	C2008	11-63	Tahoe Donner Roadways Brushing and Chipping Project	1,000,000	350,000	1,150,000	-	-	-	-	1,500,000
Tahoe Donner TSSA Fund	C2101	11-89	2021 Slurry Seal Project	-	-	-	215,000	-	-	-	215,000
Tahoe Donner TSSA Fund	C2102	11-79	2021 Paving & Drainage Project	-	-	-	916,000	-	-	-	916,000
Tahoe Donner TSSA Fund	C2302	11-82	2023 Paving & Drainage Project	-	-	-	-	-	639,000	-	639,000
Tahoe Donner TSSA Fund	C2402	11-83	2024 Paving & Drainage Project	-	-	-	-	-	-	639,000	639,000
<b>Tahoe Donner TSSA Fund Total</b>				<b>1,365,000</b>	<b>465,250</b>	<b>1,475,000</b>	<b>2,956,000</b>	<b>325,000</b>	<b>639,000</b>	<b>639,000</b>	<b>6,499,250</b>

# TOWN OF TRUCKEE - CAPITAL IMPROVEMENT PROJECTS

## FUNDING SOURCES - ALL FISCAL YEARS

Funding Source	CIP #	PAGE #	DESCRIPTION	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FUNDING TOTAL
TDPUD Rebate Reimbursement	C1910	11-34	Energy Efficiency Initiatives	60,000	-	50,000	-	-	-	-	50,000
<b>TDPUD Rebate Reimbursement Total</b>				<b>60,000</b>	<b>-</b>	<b>50,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>50,000</b>
Traffic Impact Fees Fund	C1503	11-94	Pioneer Trail & Bridge Street Extension	-	-	150,000	325,000	325,000	-	-	800,000
Traffic Impact Fees Fund	C1607	11-96	Coldstream Road/Donner Creek Crossing Structure Repl	100,000	225,000	648,406	-	-	-	-	873,406
Traffic Impact Fees Fund	C1706	11-30	Town Property Acquisition - Downtown Parking	-	-	35,000	-	-	-	-	35,000
Traffic Impact Fees Fund	C1711	11-112	Railyard Development Agreement Implementations	-	18,840	-	-	-	-	-	18,840
Traffic Impact Fees Fund	C1712	11-102	I-80/Donner Pass Road/Coldstream Road Roundabout	187,500	160,000	261,876	-	459,000	459,000	459,000	1,798,876
Traffic Impact Fees Fund	C1804	11-97	Church Street Extension/Trout Creek Restoration Reach	10,000	20,000	1,950,000	3,779,500	9,000	9,000	4,500	5,772,000
Traffic Impact Fees Fund	C1805	11-103	Reimagine Bridge Street	300,000	300,000	600,000	1,800,000	1,700,000	-	-	4,400,000
<b>Traffic Impact Fees Fund Total</b>				<b>597,500</b>	<b>723,840</b>	<b>3,645,282</b>	<b>5,904,500</b>	<b>2,493,000</b>	<b>468,000</b>	<b>463,500</b>	<b>13,698,122</b>
Trails & Open Space (In-Lieu Fee)	C0702	11-22	Truckee River Legacy Trail Phase 4	-	-	3,031	-	-	-	-	3,031
<b>Trails &amp; Open Space (In-Lieu Fee) Total</b>				<b>-</b>	<b>-</b>	<b>3,031</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,031</b>
Unfunded	C1503	11-94	Pioneer Trail & Bridge Street Extension	-	-	-	-	-	10,500,000	10,500,000	21,000,000
Unfunded	C1608	11-100	Northwoods Boulevard/Donner Pass Road Roundabout	780,000	-	995,000	3,560,000	-	-	-	4,555,000
Unfunded	C1806	11-113	Jibboom & Bridge Streetscape Improvement Project	-	-	-	-	-	3,800,000	-	3,800,000
Unfunded	C1807	11-114	Church Street Streetscape Improvements Project	-	-	-	200,000	200,000	1,500,000	-	1,900,000
Unfunded	C1820	11-124	Transit Center Relocation Feasibility Study	-	-	-	-	5,000,000	-	-	5,000,000
Unfunded	C1824	11-125	Jibboom Street Sidewalk Feasibility Study and Improvem	-	-	-	150,000	1,000,000	-	-	1,150,000
Unfunded	C1904	11-117	Envision DPR - Eastern Segment Pedestrian Improvem	-	-	-	-	-	2,100,000	5,000,000	7,100,000
Unfunded	C1905	11-118	Envision DPR - Eastern Segment Utility Undergrounding	-	-	-	-	1,965,500	-	-	1,965,500
Unfunded	C1907	11-33	Mclver Dairy Site Implementation	175,000	-	-	-	-	-	-	-
Unfunded	C2106	11-120	Downtown Railroad Pedestrian Crossing	-	-	-	1,000,000	4,000,000	4,000,000	-	9,000,000
Unfunded	C2205	11-71	Capital Project Budget Software	-	-	-	-	30,000	30,000	-	60,000
<b>Unfunded Total</b>				<b>955,000</b>	<b>-</b>	<b>995,000</b>	<b>4,910,000</b>	<b>12,195,500</b>	<b>21,930,000</b>	<b>15,500,000</b>	<b>55,530,500</b>
Unfunded - Potential Revenue Measure	C2011	11-41	Accessory Dwelling Unit Pilot Program	-	-	100,000	200,000	200,000	200,000	200,000	900,000
Unfunded - Potential Revenue Measure	C2012	11-42	Long-Term Rental Grant Program	-	-	65,000	65,000	65,000	65,000	65,000	325,000
Unfunded - Potential Revenue Measure	C2013	11-43	Riverview Housing Feasibility Study	-	-	100,000	150,000	-	-	-	250,000
Unfunded - Potential Revenue Measure	C2014	11-44	Deed Restriction Program	-	-	180,000	200,000	200,000	200,000	200,000	980,000
Unfunded - Potential Revenue Measure	C2020	11-45	Down Payment Assistance Program	-	-	-	200,000	200,000	200,000	200,000	800,000
<b>Unfunded - Potential Revenue Measure Total</b>				<b>-</b>	<b>-</b>	<b>445,000</b>	<b>815,000</b>	<b>665,000</b>	<b>665,000</b>	<b>665,000</b>	<b>3,255,000</b>
Unfunded Grant Source	C0702	11-22	Truckee River Legacy Trail Phase 4	-	-	-	2,376,115	2,500,000	-	-	4,876,115
Unfunded Grant Source	C1704	11-106	Trout Creek Restoration - Reach 1, Phase 2 Final Design	-	-	-	-	70,000	225,000	3,230,000	3,525,000
Unfunded Grant Source	C1907	11-33	Mclver Dairy Site Implementation	-	-	75,000	-	-	-	-	75,000
Unfunded Grant Source	C2011	11-41	Accessory Dwelling Unit Pilot Program	-	-	100,000	100,000	100,000	100,000	-	400,000
Unfunded Grant Source	C2022	11-70	Coronavirus Economic Resiliency	-	-	400,000	-	-	-	-	400,000
<b>Unfunded Grant Source Total</b>				<b>-</b>	<b>-</b>	<b>575,000</b>	<b>2,476,115</b>	<b>2,670,000</b>	<b>325,000</b>	<b>3,230,000</b>	<b>9,276,115</b>
Urban Greening Grant	C1817	11-31	West River Street Site Redevelopment	100,000	-	500,000	-	-	-	-	500,000
<b>Urban Greening Grant Total</b>				<b>100,000</b>	<b>-</b>	<b>500,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>500,000</b>
Utility Reimbursement	C1407	11-110	Envision DPR Corridor Improvement - Western Segment	128,475	27,225	-	-	-	-	-	27,225
Utility Reimbursement	C1905	11-118	Envision DPR - Eastern Segment Utility Undergrounding	-	-	-	-	-	-	1,500,000	1,500,000
<b>Utility Reimbursement Total</b>				<b>128,475</b>	<b>27,225</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,500,000</b>	<b>1,527,225</b>
<b>Grand Total</b>				<b>34,300,913</b>	<b>22,981,510</b>	<b>28,645,513</b>	<b>36,346,019</b>	<b>32,120,268</b>	<b>30,299,668</b>	<b>26,821,799</b>	<b>177,214,777</b>

**CAPITAL IMPROVEMENT PROJECTS  
BY  
CATEGORY**

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# BICYCLE PATH & TRAIL PROJECTS



# Truckee River Legacy Trail Phase 4

C0702

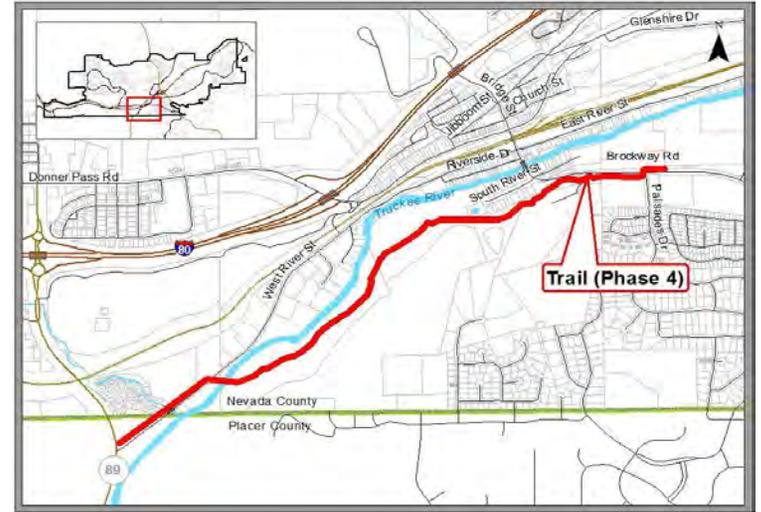
**PROJECT CATEGORY:** Bicycle Path & Trail Projects

**RESPONSIBLE DEPARTMENT:** Public Works - Engineering

**PROJECT BEGIN DATE:** FY 15/16 **ESTIMATED COMPLETION:** FY 22/23

**PROJECT DESCRIPTION:**

Perform environmental analysis, engineering and construction of Phase 4 of the Truckee River Trail. Construction timing will be largely dependent on land owner cooperation and right-of-way acquisition. Measure R Sales Tax (Trails) Fund dollars will provide a majority of the funding for the design of this project as well as some construction costs. Intergovernmental amounts are from Placer County. Truckee Donner Land Trust (TDLT) is in escrow for the Truckee Springs Property and has committed to building trail head parking, the extension of South River Street to the parking area, a small bridge at the end of South River Street, and a bridge between the Truckee Springs Property and Old County Corp Yard. The Town is committing to funding 25% of the bridge to the Old County Corp Yard, currently estimated at \$2 million. This is in addition to the Open Space Designation (\$500,000) the Town committed (Truckee Springs Property Acquisition CIP).



**REASON FOR OR BENEFITS OF PROJECT:**

Trail provides transportation route and recreational facility.

**OPERATIONAL COST IMPACTS:**

Ongoing trail maintenance expense once trail is constructed.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Measure R Sales Tax Fund	\$ 502,090	\$ 820,000	\$ 350,000	\$ 636,969	\$ 1,125,158	1,250,000	\$ -	\$ -	\$ -	\$ 3,864,217
Intergovernmental Contributions	\$ 58,636	\$ 92,000	\$ 50,000	\$ 42,000	\$ 1,125,957	\$ 1,250,000	\$ -	\$ -	\$ -	\$ 2,526,593
Unfunded Grant Source	\$ -	\$ -	\$ -	\$ -	\$ 2,376,115	\$ 2,500,000	\$ -	\$ -	\$ -	\$ 4,876,115
Trails & Open Space (In-Lieu Fee)	\$ -	\$ -	\$ -	\$ 3,031	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,031
Private Contributions	\$ -	\$ -	\$ -	\$ 500,000	\$ 2,500,000	\$ -	\$ -	\$ -	\$ -	\$ 3,000,000
<b>TOTAL:</b>	<b>\$ 560,726</b>	<b>\$ 912,000</b>	<b>\$ 400,000</b>	<b>\$ 1,182,000</b>	<b>\$ 7,127,230</b>	<b>\$ 5,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 14,269,956</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Design	\$ 560,726	\$ 912,000	\$ 350,000	\$ 532,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,442,726
Construction	\$ -	\$ -	\$ -	\$ -	\$ 4,502,230	\$ 5,000,000	\$ -	\$ -	\$ -	\$ 9,502,230
Acquisition	\$ -	\$ -	\$ 50,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Truckee Springs Bridge Construction	\$ -	\$ -	\$ -	\$ 500,000	\$ 2,125,000	\$ -	\$ -	\$ -	\$ -	\$ 2,625,000
Truckee Springs Trailhead	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000
<b>TOTAL:</b>	<b>\$ 560,726</b>	<b>\$ 912,000</b>	<b>\$ 400,000</b>	<b>\$ 1,182,000</b>	<b>\$ 7,127,230</b>	<b>\$ 5,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 14,269,956</b>

# Truckee River Trail Phase 3

C0703

**PROJECT CATEGORY:** Bicycle Path & Trail Projects  
**RESPONSIBLE DEPARTMENT:** Public Works - Engineering  
**PROJECT BEGIN DATE:** FY 05/06 **ESTIMATED COMPLETION:** FY 14/15  
**MONITORING COMPLETION:** FY 20/21

**PROJECT DESCRIPTION:**  
 Construction of Phase 3A was completed in 2010. Construction of Phase 3B was completed in 2014. Wetlands monitoring for Phase 3B is now complete. Staff will continue to monitor the vegetation establishment adjacent to the Tahoe Truckee Sanitation Agency plant for the next three years

**REASON FOR OR BENEFITS OF PROJECT:**  
 Provides transportation route and recreational facility.

**OPERATIONAL COST IMPACTS:**  
 Ongoing maintenance expense (\$15,000 per mile annually). The budget for this maintenance has been incorporated into the Trails Maintenance Division section of this budget.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Glenshire TSSA Fund	\$ 1,048,082	\$ 4,000	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,050,082
General Fund	\$ 620,299	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 620,299
Grant Funds	\$ 3,506,317	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,506,317
RSTP Funds	\$ 49,761	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 49,761
Truckee Trails Foundation	\$ 13,640	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,640
Truckee Donner Rec & Park	\$ 65,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 65,000
<b>TOTAL:</b>	<b>\$ 5,303,099</b>	<b>\$ 4,000</b>	<b>\$ 2,000</b>	<b>\$ -</b>	<b>5,305,099</b>					

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Prior Years' Expenditures	\$ 5,303,099	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,303,099
Monitoring	\$ -	\$ 4,000	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000
<b>TOTAL:</b>	<b>\$ 5,303,099</b>	<b>\$ 4,000</b>	<b>\$ 2,000</b>	<b>\$ -</b>	<b>\$ 5,305,099</b>					

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# FACILITIES PROJECTS



**Town of Truckee Facilities**

**C05XX**

**PROJECT CATEGORY:** Facilities Project

**RESPONSIBLE DEPARTMENT:** Public Works - Facilities

**PROJECT BEGIN DATE:** Ongoing      **ESTIMATED COMPLETION:** Ongoing

**PROJECT DESCRIPTION:**

C0502-1401 Town Hall Updates -  
 FY19/20: Replace front and rear entry airlock double doors (\$20,000).  
 Misc. Updates for Town Hall not identified within department(s) operating budgets (\$20,000/FY)  
C0502-1408 Town Hall Carpeting -  
 FY19/20: Replace carpet in Council Chambers and front hallway (\$23,000)  
C0502-1409 Town Hall Facility & Equipment Repair & Maintenance -  
 Miscellaneous repair and maintenance of Town Hall facility and equipment (\$20,000/FY).  
 FY23/24: Exterior paint for the Town Hall facility (\$50,000).  
C0502-1410 Town Hall Parking Lot -  
 FY21/22: Crack filling and resealing the asphalt in the Town Hall Parking lot (\$25,000).  
 C0503 Depot -  
 FY22/23: Crack fill and reseal asphalt (\$20,000).

C0504 Tahoe Donner Shop -  
 FY21/22: Crack filling and resealing of asphalt (\$10,000).  
 FY24/25: Reseal roof (\$35,000).  
C0510 Public Service Center Facility -  
 FY21/22: Resurface shop floors (\$20,000), crack fill and reseal the asphalt in the parking lots and yard areas (\$45,000).  
 FY22/23: Exterior stain on Public Service Center (\$30,000).  
 FY23/24: Replace admin/lunch room flooring (\$45,000).  
C0511 Animal Shelter -  
 FY21/22: Crack fill and reseal the asphalt in front, side and rear parking areas (\$10,000).  
 FY22/23: Exterior stain on Animal Shelter (\$15,000).

\*Per the contract with the Humane Society of Truckee Tahoe (HSTT), the HSTT is responsible for 50% of repair and maintenance costs to the Animal Shelter.

**REASON FOR OR BENEFITS OF PROJECT:**

Various items (listed above) have deteriorated and are in need of repair and/or replacement.

**OPERATIONAL COST IMPACTS:**

Long-term reduction in costs of maintenance.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
General Fund	\$ 2,663,911	\$ 87,500	\$ 50,000	\$ 20,000	\$ 145,000	\$ 97,500	\$ 135,000	\$ 75,000		\$ 3,186,411
Private Contributions	\$ 27,103	\$ -	\$ -	\$ -	\$ 5,000	\$ 7,500	\$ -	\$ -		\$ 39,603
Building & Safety Fund	\$ -	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ -		\$ 20,000
COPS	\$ 3,557	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 3,557
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
<b>TOTAL:</b>	<b>\$ 2,694,570</b>	<b>\$ 87,500</b>	<b>\$ 50,000</b>	<b>\$ 40,000</b>	<b>\$ 150,000</b>	<b>\$ 105,000</b>	<b>\$ 135,000</b>	<b>\$ 75,000</b>	<b>Ongoing</b>	<b>\$ 3,249,570</b>

**PROJECT CATEGORY:** Facilities Project

**RESPONSIBLE DEPARTMENT:** Public Works - Facilities

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Prior Years' Expenditures	\$ 1,162,912									\$ 1,162,912
C0502-1401 Town Hall Updates	\$ 1,054,036	\$ 22,500	\$ 21,500	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000		\$ 1,175,536
C0502-1406 Town Hall Concrete	\$ 108,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 108,000
C0502-1408 Town Hall Carpeting	\$ 20,322	\$ 25,000	\$ 21,000	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 41,322
C0502-1409 Town Hall Repair & Maintenance	\$ 51,259	\$ 20,000	\$ 7,500	\$ 20,000	\$ 20,000	\$ 20,000	\$ 70,000	\$ 20,000		\$ 208,759
C0502-1410 Town Hall Parking Lot	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ -		\$ 25,000
C0503 Depot	\$ 23,375	\$ 20,000	\$ -	\$ -	\$ -	\$ 20,000	\$ -	\$ -		\$ 43,375
C0504 Tahoe Donner Shop	\$ 45,211	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ 35,000		\$ 90,211
C0510 Public Service Center	\$ 60,289	\$ -	\$ -	\$ -	\$ 65,000	\$ 30,000	\$ 45,000	\$ -		\$ 200,289
C0511 Animal Shelter	\$ 169,165	\$ -	\$ -		\$ 10,000	\$ 15,000	\$ -	\$ -		\$ 194,165
<b>TOTAL:</b>	<b>\$ 2,694,570</b>	<b>\$ 87,500</b>	<b>\$ 50,000</b>	<b>\$ 40,000</b>	<b>\$ 150,000</b>	<b>\$ 105,000</b>	<b>\$ 135,000</b>	<b>\$ 75,000</b>	<b>Ongoing</b>	<b>\$ 3,249,570</b>



**Council Chambers**

**C1505**

**PROJECT CATEGORY:** Facilities Project  
**RESPONSIBLE DEPARTMENT:** Town Clerk & Communications  
**PROJECT BEGIN DATE:** FY 14/15 **ESTIMATED COMPLETION:** Ongoing

**PROJECT DESCRIPTION:**  
 Updates to Council Chambers audio visual equipment and lighting.

**REASON FOR OR BENEFITS OF PROJECT:**  
 The Cable TV franchise agreement provides approximately \$22,000 annually that can be used to upgrade governmental audio visual equipment. Only capital expenditures are allowed for this funding sources. The Town of Truckee also uses these funds for the capital equipment necessary to operate the Tahoe Truckee Media. Council chambers upgrades were completed in FY 18/19. In FY 20/21 the television monitors in council chambers may require replacement as one has begun to fail. In addition, staff has included funding to improve the transmission equipment to improve meeting transmission quality. Staff will be working with Tahoe Truckee Media regarding equipment upgrades. Future amounts represent a placeholder for a probable updates to equipment. Updates are necessary about every five years.



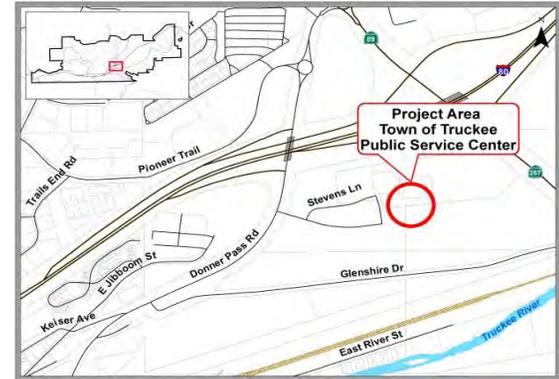
FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
PEG Fund	\$ 81,541	\$ -	\$ 5,400	\$ 17,000	\$ -	\$ -	\$ 50,000	\$ -		\$ 153,941
<b>TOTAL:</b>	<b>\$ 81,541</b>	<b>\$ -</b>	<b>\$ 5,400</b>	<b>\$ 17,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>Ongoing</b>	<b>153,941</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Prior Years' Expenditures	\$ 59,268									\$ 59,268
AV System Upgrades	\$ 22,273	\$ -	\$ 5,400	\$ 17,000	\$ -	\$ -	\$ 50,000	\$ -		\$ 94,673
<b>TOTAL:</b>	<b>\$ 81,541</b>	<b>\$ -</b>	<b>\$ 5,400</b>	<b>\$ 17,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>Ongoing</b>	<b>\$ 153,941</b>

# Public Service Center Garage

C1609

**PROJECT CATEGORY:** Facilities Project  
**RESPONSIBLE DEPARTMENT:** Public Works - Engineering  
**PROJECT BEGIN DATE:** FY 17/18 **ESTIMATED COMPLETION:** FY 20/21



**PROJECT DESCRIPTION:**  
 Update the design and construct new public works maintenance garages, public works facilities maintenance building, and police evidence storage buildings on the Public Service Center property on Stevens Lane. This project added two new buildings in the Public Service Center, a two story building approximately 15,500 square feet and the other with 16,700 square feet of space (32,200 total square feet).

**REASON FOR OR BENEFITS OF PROJECT:**  
 The new evidence storage space for police will allow a centralized area for Facilities maintenance activities. Storage for the Public Works maintenance vehicles will improve service and cost savings will result in less staff time removing snow from parked vehicles and reduce maintenance delays and repair costs associated with vehicles being parked outside. This will also include an indoor heated work space for Public Works personnel at a central location. This also allows the transfer of all uses of the Old Corp Yard on Riverview to the new Public Service Center, freeing up the Old Corp Yard for eventual reuse.

**OPERATIONAL COST IMPACTS:**  
 The project would add two additional buildings to the Public Service Center for maintenance and utilities, estimated at \$100,000/year. Annual debt service payments will be included in the General Fund budget and are approximately \$280,000 per year for 25 years. The bond financing is expected to cost the Town \$2 million dollars in interest costs over the life of the bond. To the extent they are available, the Town will use the Facilities Impact Fees in lieu of General Fund funding.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Facilities Impact Fees - General Government	\$ 1,074,421	\$ 175,000	\$ 352,337	\$ 250,853	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,677,611
Facilities Impact Fees - Law Enforcement	\$ 403,350	\$ 40,000	\$ 87,286	\$ 80,525	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 571,161
Facilities Improvement Designation	\$ 128,913	\$ 1,300,000	\$ 1,171,087	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,300,000
General Fund	\$ -	\$ 4,695,000	\$ 1,994,652	\$ 3,635,138	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,629,790
Bond Financing	\$ -	\$ 5,000,000	\$ 5,005,249	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,005,249
<b>TOTAL:</b>	<b>\$ 1,606,684</b>	<b>\$ 11,210,000</b>	<b>\$ 8,610,611</b>	<b>\$ 3,966,516</b>	<b>\$ -</b>	<b>\$ 14,183,811</b>				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Design	\$ 483,811	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 533,811
Permit Fees	\$ -	\$ -	\$ 324,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 324,000
Construction Management	\$ 50,000	\$ 450,000	\$ 176,000	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 301,000
Construction	\$ 1,072,873	\$ 10,760,000	\$ 8,060,611	\$ 3,541,516	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,675,000
Furniture, Fixtures & Equipment	\$ -	\$ -	\$ -	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000
Issuance Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL:</b>	<b>\$ 1,606,684</b>	<b>\$ 11,210,000</b>	<b>\$ 8,610,611</b>	<b>\$ 3,966,516</b>	<b>\$ -</b>	<b>\$ 14,183,811</b>				

**Town Property Acquisition - Downtown Parking**

**C1706**

**PROJECT CATEGORY:** Facilities Project

**RESPONSIBLE DEPARTMENT:** Public Works - Engineering

**PROJECT BEGIN DATE:** FY 18/19                      **ESTIMATED COMPLETION:** Ongoing

**PROJECT DESCRIPTION:**

Provides for the purchase of various properties in Town for the expansion or improvement of Downtown Parking. Proposed properties include an easement from the Union Pacific Railroad for the lot adjacent to Jax Diner and for a to-be-determined lot on West River Street. The General Fund portion of the purchase of the easement on West River Street would be in the form of a loan to the Parking district. Loan payments would be \$100,000 per year.

**REASON FOR OR BENEFITS OF PROJECT:**

The parking lot purchases would provide more control over operations and eliminate lease payment to current lease holders, such as the UPRR. Purchase of the additional easements/land would also establish additional parking spaces within the downtown parking district for both employees and customers.

**OPERATIONAL COST IMPACTS:**

The additional staff costs required to monitor this parking lot are expected to be recovered through additional revenue collected in the form of parking fees.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Parking Fund	\$ -	\$ 1,170,000	\$ -	\$ 1,300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,300,000
General Fund	\$ -	\$ 400,000	\$ -	\$ 665,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 665,000
Traffic Impact Fees Fund	\$ -	\$ -	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ 1,570,000</b>	<b>\$ -</b>	<b>\$ 2,000,000</b>	<b>\$ -</b>	<b>\$ 2,000,000</b>				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Jax Parking Lot Purchase/Easement	\$ -	\$ 770,000	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
North Side Lot Purchase/Easement	\$ -	\$ -	\$ -	\$ 115,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 115,000
Mill Street Lot Purchase/Easement	\$ -	\$ -	\$ -	\$ 575,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 575,000
Western Lot Purchase/Easement	\$ -	\$ -	\$ -	\$ 275,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 275,000
Bridge/West River Traffic Signal Right-of-way	\$ -	\$ 800,000	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ 1,570,000</b>	<b>\$ -</b>	<b>\$ 2,000,000</b>	<b>\$ -</b>	<b>\$ 2,000,000</b>				

# West River Street Site Redevelopment

C1817

**PROJECT CATEGORY:** Facilities Project  
**RESPONSIBLE DEPARTMENT:** Economic Development  
**PROJECT BEGIN DATE:** FY 16/17 **ESTIMATED COMPLETION:** FY 21/22

**PROJECT DESCRIPTION:**  
 Design and construction of a riverfront open space park (site work, landscaping, hard-scaping, site fixtures, and streetscape improvements) at the site of former Nevada County Corp Yard. The site will include a mix of riparian restoration, riverfront park, and river-oriented commercial development. Commercial development construction are anticipated to be financed and constructed by commercial developers. To facilitate a coordinated approach to streetscape improvements, the project budget below includes as "unfunded" the design and construction of streetscape improvements on the adjacent private parcel frontage (Old Trestle Distillery project site). An Urban Greening grant will fund a portion of park construction. Additionally, the deal structures for the commercial development components are anticipated to offset a portion of the Town's initial investment in the project.



**REASON FOR OR BENEFITS OF PROJECT:**  
 Improve public river access opportunities and provide catalyst for river-front district improvements. Commercial development component will activate site and help offset the Town's investment.

**OPERATIONAL COST IMPACTS:**  
 Ongoing park maintenance expenses once constructed.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
General Fund	\$ 40,690	\$ 131,935	\$ 187,721	\$ -	\$ 2,107,464	\$ -	\$ -	\$ -	\$ -	\$ 2,335,875
Urban Greening Grant	\$ -	\$ 100,000	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000
Economic Development Design.	\$ -	\$ -	\$ -	\$ 602,048	\$ 72,097	\$ -	\$ -	\$ -	\$ -	\$ 674,145
Prop 68 Per Capita Grant	\$ -	\$ -	\$ -	\$ 177,952	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 177,952
Property Sale	\$ -	\$ -	\$ -	\$ -	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ 600,000
Developer Funding	\$ -	\$ -	\$ -	\$ 50,650	\$ 313,120	\$ -	\$ -	\$ -	\$ -	\$ 363,770
<b>TOTAL:</b>	<b>\$ 40,690</b>	<b>\$ 231,935</b>	<b>\$ 187,721</b>	<b>\$ 1,330,650</b>	<b>\$ 3,092,681</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,651,742</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Design and Permitting	\$ 40,690	\$ 131,935	\$ 187,721	\$ 280,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 508,411
Construction Ph. 1 (Park)	\$ -	\$ 100,000	\$ -	\$ 1,000,000	\$ 1,020,195	\$ -	\$ -	\$ -	\$ -	\$ 2,020,195
Construction Ph. 2 (Streetscape)	\$ -	\$ -	\$ -	\$ -	\$ 1,759,366	\$ -	\$ -	\$ -	\$ -	\$ 1,759,366
Design Ph3 (Private dev. streetscape)	\$ -	\$ -	\$ -	\$ 50,650	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,650
Construction Ph3 (Private streetscape)	\$ -	\$ -	\$ -	\$ -	\$ 313,120	\$ -	\$ -	\$ -	\$ -	\$ 313,120
<b>TOTAL:</b>	<b>\$ 40,690</b>	<b>\$ 231,935</b>	<b>\$ 187,721</b>	<b>\$ 1,330,650</b>	<b>\$ 3,092,681</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,651,742</b>

# Transit Shelter Replacement

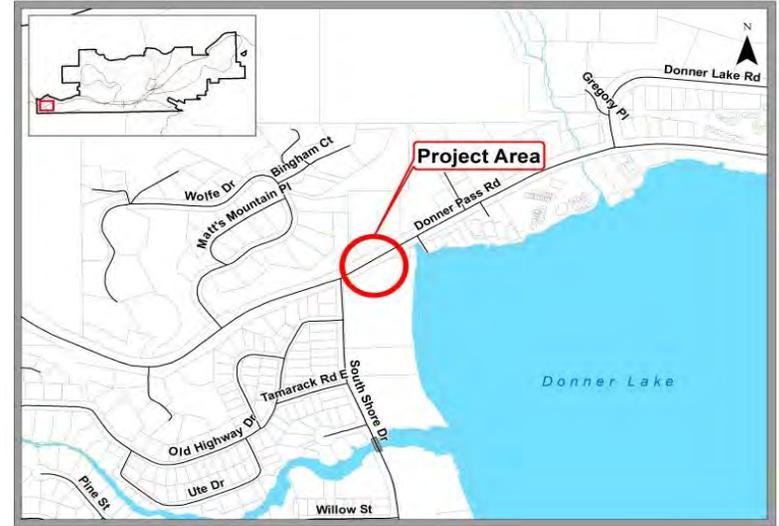
C1819

**PROJECT CATEGORY:** Facilities Project  
**RESPONSIBLE DEPARTMENT:** Public Works - Transit  
**PROJECT BEGIN DATE:** FY 20/21 **ESTIMATED COMPLETION:** FY 21/22

**PROJECT DESCRIPTION:**  
 The project will replace the transit shelter located on Donner Pass Road at South Shore Drive that is beyond its useful life. The project is grant funded and must commence by June 30, 2022. Grant funding must be expended by June 30, 2026.

**REASON FOR OR BENEFITS OF PROJECT:**  
 Improve the transit facility infrastructure, enhance the rider's experience, improve safety and for American's with Disabilities (ADA) compliance.

**OPERATIONAL COST IMPACTS:**  
 There is no additional operational cost impact as shelter maintenance is currently conducted at this location.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
SB1 Programmatic Funding	\$ -	\$ 138,149	\$ -	\$ -	\$ 138,149	\$ -	\$ -	\$ -	\$ -	\$ 138,149
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ 138,149</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 138,149</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 138,149</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Construction	\$ -	\$ 138,149	\$ -	\$ -	\$ 138,149	\$ -	\$ -	\$ -	\$ -	\$ 138,149
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ 138,149</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 138,149</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 138,149</b>

**PROJECT CATEGORY:** Facilities Project  
**RESPONSIBLE DEPARTMENT:** Community Development - Planning  
**PROJECT BEGIN DATE:** FY 17/18 **ESTIMATED COMPLETION:** FY 20/21



**PROJECT DESCRIPTION:**  
 A recommended conceptual site use plan was prepared by Callander Associates and approved by Council in November 2018. The recommended design includes additional on-street parking, crosswalks, onsite boardwalks and interpretive signage, and relocation of existing sled runs. Council gave direction to proceed with developing an RFP for the design and construction of the recommended alternative. Currently that future work is unfunded.

**REASON FOR OR BENEFITS OF PROJECT:**  
 The Mclver Dairy site provides opportunities for historic interpretation and open space use that could enhance the community value in the site. This project complements the TRWC's now completed restoration project of the upper meadow/wetland (completed 2019), and without these site improvements the wetland is left vulnerable to recreation users and trash dumping. During winter 19/20 we are piloting the relocation of sled hills to their future locations, and so far the deterrents are working, which supports the premise of this project to keep users out of the wetland area.

**OPERATIONAL COST IMPACTS:**  
 Once improvements are in place, ongoing maintenance of trails, boardwalks, signage, and other site fixtures will be needed.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Unfunded	\$ -	\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
General Fund	\$ 11,010	\$ -	\$ -	\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 186,010
Unfunded Grant Source	\$ 11,010	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 86,010
<b>TOTAL:</b>	<b>\$ 22,020</b>	<b>\$ 175,000</b>	<b>\$ -</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ 272,020</b>				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Planning and Design	\$ 22,020	\$ 40,000	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 62,020
Construction	\$ -	\$ 135,000	\$ -	\$ 210,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 210,000
<b>TOTAL:</b>	<b>\$ 22,020</b>	<b>\$ 175,000</b>	<b>\$ -</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ 272,020</b>				

**Energy Efficiency Initiatives**

**C1910**

**PROJECT CATEGORY:** Facilities Project

**RESPONSIBLE DEPARTMENT:** Public Works - Facilities

**PROJECT BEGIN DATE:** FY 18/19                      **ESTIMATED COMPLETION:** FY20/21

**PROJECT DESCRIPTION:**

This project provides funding for ongoing initiatives to promote energy efficiency in Town owned and operated facilities. FY 19/20 Specific Projects: Installation of upgraded HVAC and controls for Town facilities as identified in the Strategic Energy Plan (\$40,000) has been completed, the Depot boiler replacement (\$84,000) has been completed, contract work for the upgrade of Facilities interior, exterior and street lighting with energy efficient LED type systems, per the findings of the Strategic Energy Plan (\$230,000); \$5,000 was spent on the lighting consultant to identify fixture type/count resulting in the formulation of a product bid list. The process was not completed due to the fiscal uncertainty facing the Town because of COVID-19. Staff is recommending to fund the purchase and installation phase of the LED Lighting Upgrade Project in FY20/21. (\$225,000)

**REASON FOR OR BENEFITS OF PROJECT:**

By dedicating funding for the exploration and execution of such projects, staff will set an example of the importance of pursuing energy efficiency and sustainable building operations for Town constituents and businesses. Additionally, switching to more energy efficient options, the Town can potentially reduce utility costs.

**OPERATIONAL COST IMPACTS:**

Specific operational impacts will be determined based on specific projects pursued.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
General Fund	\$ 49,282	\$ 324,000	\$ 114,000	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 163,282
Sustainability Designation	\$ -	\$ -	\$ -	\$ 175,000	\$ -	\$ -	\$ -	\$ -		\$ 175,000
TDPUD Rebate Reimbursement	\$ -	\$ 60,000	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -		\$ 50,000
<b>TOTAL:</b>	<b>\$ 49,282</b>	<b>\$ 384,000</b>	<b>\$ 114,000</b>	<b>\$ 225,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>Ongoing</b>	<b>\$ 388,282</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Town Hall Projects	\$ 49,282	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 49,282
Depot Projects	\$ -	\$ 84,000	\$ 84,000	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 84,000
Facilities Lighting Project	\$ -	\$ 260,000	\$ 5,000	\$ 225,000	\$ -	\$ -	\$ -	\$ -		\$ 230,000
Facilities HVAC Upgrade Project	\$ -	\$ 40,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 25,000
<b>TOTAL:</b>	<b>\$ 49,282</b>	<b>\$ 384,000</b>	<b>\$ 114,000</b>	<b>\$ 225,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>Ongoing</b>	<b>\$ 388,282</b>

# Renewable Energy Generation at Town Buildings

C1911

**PROJECT CATEGORY:** Facilities Project  
**RESPONSIBLE DEPARTMENT:** Public Works - Facilities  
**PROJECT BEGIN DATE:** FY 19/20      **ESTIMATED COMPLETION:** FY 19/20



**PROJECT DESCRIPTION:**  
 Install improvements at all Town buildings to achieve 100% renewable energy at Town municipal facilities by 2020 through installation of solar panels. UPDATE JAN 2020: Council directed staff to pause solar project and explore other

**REASON FOR OR BENEFITS OF PROJECT:**  
 The original project met previous Town Council Resolution 2017-58 established goal to achieve 100% renewable energy for Town municipal facilities by 2020. However based on Council direction in Jan 2020, staff will be pursuing projects that reduce GHG emissions more broadly. The funding that was budgeted to this project has been saved in the Sustainability Designation in the General Fund.

**OPERATIONAL COST IMPACTS:**  
 Operational impacts will be determined as individual improvements are developed and implemented. Cost savings from energy usage reduction will likely be a result of some projects.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
General Fund	\$ -	\$ 760,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ 760,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
GHG reduction projects	\$ -	\$ 760,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ 760,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

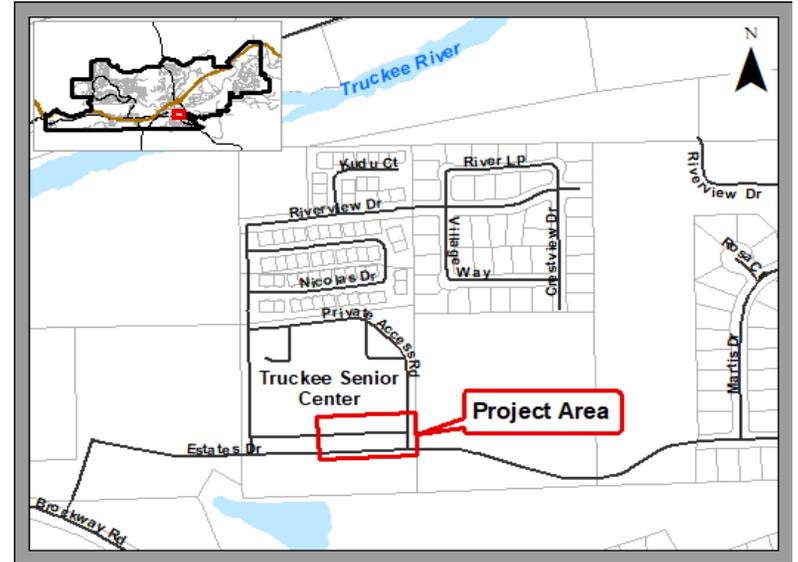
# Estates Drive Transit Shelter

C2010

**PROJECT CATEGORY:** Facilities Projects  
**RESPONSIBLE DEPARTMENT:** Public Works - Transit  
**PROJECT BEGIN DATE:** FY 19/20      **ESTIMATED COMPLETION:** FY 20/21

**PROJECT DESCRIPTION:**  
 The project will build a transit shelter on Estates Drive near the Senior Apartments and Truckee Pines Apartments. There is an existing fixed route bus stop at this location but no passenger amenities. The existing fixed route bus stop has the highest ridership (2,118 one-way passenger trips) of the overall ridership (16,313 one-way passenger trips) boarded at this location in 2019. Other than a bus stop sign, there are no passenger amenities at this fixed route stop.

**REASON FOR OR BENEFITS OF PROJECT:**  
 During winter, it is particularly challenging for passengers to wait outside in cold, snowy conditions for the bus that may be running behind schedule due to the winter weather. Similarly, on hot summer days when temperatures reach above 90 degrees, waiting in the heat can pose challenges to passengers as well. This project will provide a greatly needed and improved transit passenger amenity that will provide shelter from the elements, passenger seating for comfort, and solar lighting for safety.



**OPERATIONAL COST IMPACTS**

The Town's Facilities Division currently maintains the transit shelters. These costs are funded by the transit budget. The addition of the Estates Drive Transit Shelter will add approximately \$1,100 annually to the transit budget for maintenance of the new shelter.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
CDBG Program Income	\$ -	\$ -	\$ 12,000	\$ 178,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 190,000
Local Transportation Fund	\$ -	\$ -	\$ -	\$ 6,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,000
PTMISEA Grant	\$ -	\$ -	\$ -	\$ 54,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 54,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 12,000</b>	<b>\$ 238,000</b>	<b>\$ -</b>	<b>\$ 250,000</b>				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Design and Construction	\$ -	\$ -	\$ 12,000	\$ 238,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 12,000</b>	<b>\$ 238,000</b>	<b>\$ -</b>	<b>\$ 250,000</b>				

# Diesel Conversion to Renewable Diesel

C2021

**PROJECT CATEGORY:** Facilities Project  
**RESPONSIBLE DEPARTMENT:** Public Works - Fleet  
**PROJECT BEGIN DATE:** FY 20/21      **ESTIMATED COMPLETION:** FY 21/22



**PROJECT DESCRIPTION:**  
 Purchase of a fuel tank to be installed at the Public Service Center. This would provide capacity for a partnership with the Truckee Donner Public Utilities District to purchase renewable diesel from the Town. The Town will attempt to sell the old fuel tank at the Riverview Corp Yard to offset costs.

**REASON FOR OR BENEFITS OF PROJECT:**  
 Town Council Resolution 2017-58 established goal to achieve 100% renewable energy for Town municipal facilities by 2020. This project helps the Town by reaching to reach this goal by reducing reliance on non-renewable diesel and switching to renewable diesel.

**OPERATIONAL COST IMPACTS:**  
 There will be an ongoing annual price differential of \$15,000 for the purchase of renewable diesel. Some of this cost may be offset by additional revenue from the Truckee Donner Public Utilities District partnership.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Sustainability Designation	\$ -	\$ -	\$ -	\$ 240,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 240,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 240,000</b>	<b>\$ -</b>	<b>\$ 240,000</b>				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Tank Relocation & Replacement	\$ -	\$ -	\$ -	\$ 240,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 240,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 240,000</b>	<b>\$ -</b>	<b>\$ 240,000</b>				

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# HOUSING PROJECTS



**Community Housing Commitments**

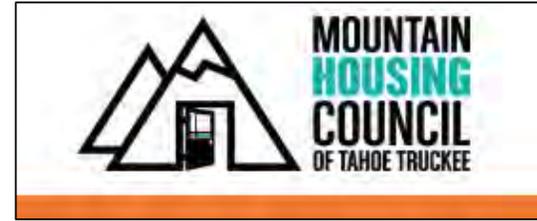
**C1814**

**PROJECT CATEGORY:** Housing Projects

**RESPONSIBLE DEPARTMENT:** Housing

**PROJECT BEGIN DATE:** FY 17/18

**ESTIMATED COMPLETION:** FY 22/23



**PROJECT DESCRIPTION:**

This is a regional project aimed at creating community awareness, policies, programs and funds to facilitate workforce and affordable housing solutions in the region. Town of Truckee is one of 28 partners engaged in the coalition administered by Tahoe Truckee Community Foundation. The policy and coordinating efforts of the Mountain Housing Council did, and will continue to, compliment and serve other Town housing related housing efforts such as the 2040 General Plan Update, Potential Revenue Measure, future housing programs and formally, the Housing Element update in CIP C1903. This project initially contained funding for three years ending in FY19/20. The Mountain Housing Council requested an additional three years of funding starting in FY20/21 which Council approved in March,

**REASON FOR OR BENEFITS OF PROJECT:**

Providing workforce and affordable housing has been an on-going Council priority. By providing focus to the project, staff hopes to continue project momentum.

**OPERATIONAL COST IMPACTS:**

Operational impacts will be determined based on the specific recommendations of the Community Housing Council.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Affordable Housing In-Lieu Fund	\$ 100,000	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000
General Fund Housing Designation	\$ -	\$ -	\$ -	\$ 55,000	\$ 55,000	\$ 55,000	\$ -	\$ -	\$ -	\$ 165,000
<b>TOTAL:</b>	<b>\$ 100,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 55,000</b>	<b>\$ 55,000</b>	<b>\$ 55,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 315,000</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Housing Council	\$ 100,000	\$ 50,000	\$ 50,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ -	\$ -	\$ -	\$ 315,000
<b>TOTAL:</b>	<b>\$ 100,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 55,000</b>	<b>\$ 55,000</b>	<b>\$ 55,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 315,000</b>

# Accessory Dwelling Unit Pilot Program

C2011

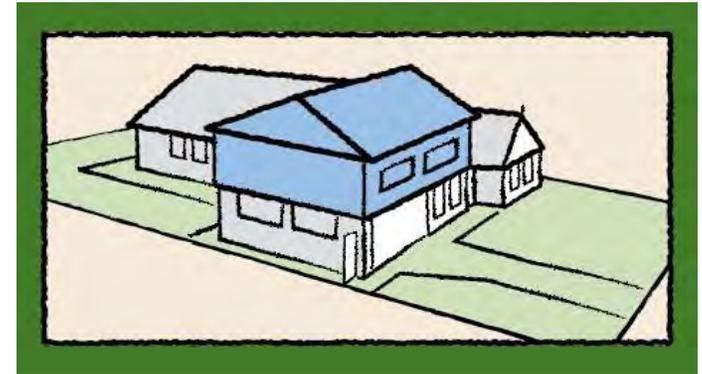
**PROJECT CATEGORY:** Housing Projects

**RESPONSIBLE DEPARTMENT:** Housing Program

**PROJECT BEGIN DATE:** FY 20/21 **ESTIMATED COMPLETION:** FY 24/25

**PROJECT DESCRIPTION:**

The ADU Pilot Program aims to increase the inventory of long-term, affordable rentals in our area through a robust marketing and service-centered effort. The program will raise awareness about ADUs, create an easy pathway for homeowners and increase the local building markets ability to respond to growing interest in ADUs. Additionally, the program will offer an incentive package (loans, services, tenant matching services) for those willing to deed restrict their units for low to moderate income renters. Staff is applying for a Permanent Locals Housing Allocation grant from the California Department of Housing and Community Development.



**REASON FOR OR BENEFITS OF PROJECT:**

Council has set a priority to increase the inventory of homes, rental and for-sale, across the income spectrum and this project aims to do this.

**OPERATIONAL COST IMPACTS**

This would create additional monitoring requirements for Code Compliance in ensuring compliant uses for deed restricted units. ADU loan products will require additional staff time to administer and monitor.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
General Fund Housing Designation	\$ -	\$ -	\$ 6,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 106,000
Unfunded - Potential Revenue Measure	\$ -	\$ -	\$ -	\$ 100,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ -	\$ 900,000
Unfunded Grant Source	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ 400,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,000</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ 1,406,000</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Pilot Program	\$ -	\$ -	\$ 6,000	\$ 280,000	\$ 280,000	\$ 280,000	\$ 280,000	\$ 180,000	\$ -	\$ 1,306,000
Senior Planning Staff	\$ -	\$ -	\$ -	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	\$ -
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,000</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ 1,306,000</b>

# Long-Term Rental Grant Program

C2012

**PROJECT CATEGORY:** Housing Projects

**RESPONSIBLE DEPARTMENT:** Housing

**PROJECT BEGIN DATE:** FY 20/21

**ESTIMATED COMPLETION:** FY 24/25



**PROJECT DESCRIPTION:**

This housing pilot aims to create an incentive program for homeowners who want to switch from short-term renting their homes (or not using at all) to long-term renting (no less than one year) their home to a local worker. The incentive would be \$3K per one year lease and \$2K per home for admin and marketing, tenant matching services. This would equate to a \$5K investment to create a long-term rental in Truckee, serving 3-4 people per unit. The program expects to partner with TahoeLanding to conduct the marketing and outreach for the program due to their expertise and existing relationship with the local housing market. The goal of the program is to unlock existing housing stock for long-term rental housing needs for workers in Truckee. The goal is to create 25-26 new long-term rentals in Truckee from the existing housing stock that is currently short-term rented or underutilized.

**REASON FOR OR BENEFITS OF PROJECT:**

Council has set a priority to increase the inventory of homes, rental and for-sale, across the income spectrum and this project aims to do this.

**OPERATIONAL COST IMPACTS**

As the program develops, the operational impacts will be determined.

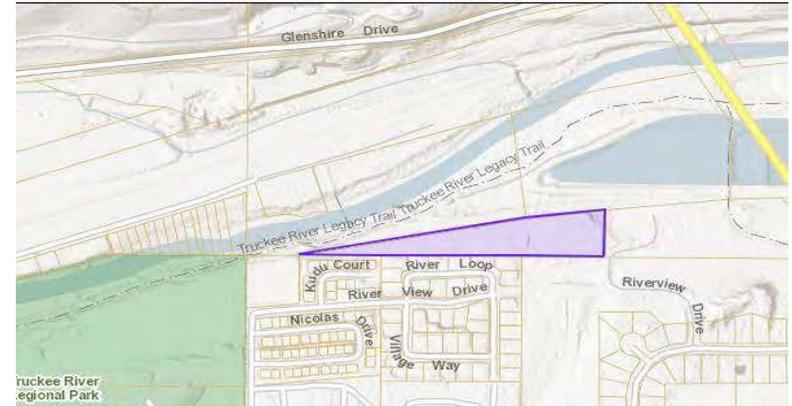
FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
General Fund Housing Designation	\$ -	\$ -	\$ -	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ -	\$ 325,000
Unfunded - Potential Revenue Measure	\$ -	\$ -	\$ -	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ -	\$ 325,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 130,000</b>	<b>\$ -</b>	<b>\$ 650,000</b>				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Pilot Program	\$ -	\$ -	\$ -	\$ 130,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ -	\$ 650,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 130,000</b>	<b>\$ -</b>	<b>\$ 650,000</b>				

**PROJECT CATEGORY:** Housing Projects  
**RESPONSIBLE DEPARTMENT:** Housing  
**PROJECT BEGIN DATE:** FY 20/21      **ESTIMATED COMPLETION:** FY 21/22

**PROJECT DESCRIPTION:**

This project would develop a plan to potentially convert the Town-owned Old Corporation Yard on 10720 Riverview Drive into a residential use. The site offers an opportunity to potentially create a model for our region--- a mixed-income, 100% sustainably designed neighborhood including low income rentals and missing middle for-sale homes, something that currently does not exist in the market place. Project vision, goals, site feasibility, funding options and infrastructure, zoning and density are examples of the types of factors that will be included in the assessment of this site.



**REASON FOR OR BENEFITS OF PROJECT:**

Council has set a priority to increase the inventory of homes, rental and for-sale, across the income spectrum and this project aims to do this.

**OPERATIONAL COST IMPACTS**

Potentially, a community land trust model will need to be in place to hold the land for the for-sale units in order to lower costs for the project. There could be some annual administrative costs to have either a new non-profit form or have an existing non-profit take this on. Administrative costs for potential loans made to developers and/or a downpayment assistance program. Administration needed for deed restrictions and annual compliance.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
General Fund Housing Designation	\$ -	\$ -	\$ -	\$ 100,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Unfunded - Potential Revenue Measure	\$ -	\$ -	\$ -	\$ 100,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 400,000</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Site Planning, Studies, Infrastructure Wor	\$ -	\$ -	\$ -	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 400,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 400,000</b>

**Deed Restriction Program**

**C2014**

**PROJECT CATEGORY:** Housing Projects

**RESPONSIBLE DEPARTMENT:** Housing

**PROJECT BEGIN DATE:** FY 20/21                      **ESTIMATED COMPLETION:** FY 24/25

**PROJECT DESCRIPTION:**

The goal of workforce housing deed restriction program is to preserve single and multi-family housing stock for the Town’s permanent local resident workforce. This potential program is modeled after Vail Colorado’s InDeed program and Napa’s Proximity Housing Homebuyer’s Assistance program. Placer County is currently in the process of building this program with hopes that the Town will partner in the near future. The program operates by paying a new buyer or property owner to voluntarily place a deed restriction on their residential property for the purpose of retaining and securing the home, for 55 years, for people who live and work in the community. Consistent with the state of California’s legal framework for housing, the program would deed restrict the use of the property for 55 years. In return for payment from the Town, the deed restriction would be legally recorded, appear on the property title and be passed to future owners for the duration of that term.

**REASON FOR OR BENEFITS OF PROJECT:**

Council has set a priority to increase the inventory of homes, rental and for-sale, across the income spectrum and this project aims to do this.

**OPERATIONAL COST IMPACTS**

There will be monitoring and compliance needs associated with the management of this program, once established. Funding for the ongoing monitoring is expected to come from a new Occupancy Tax revenue measure, if passed. The measure will be on the November 2020 ballot.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
General Fund Housing Designation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unfunded - Potential Revenue Measure	\$ -	\$ -	\$ -	\$ 180,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ -	\$ 980,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 180,000</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ 980,000</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Deed Restriction Program	\$ -	\$ -	\$ -	\$ 180,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ -	\$ 980,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 180,000</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ 980,000</b>

**Down Payment Assistance Program**

**C2020**

**PROJECT CATEGORY:** Housing Projects

**RESPONSIBLE DEPARTMENT:** Housing

**PROJECT BEGIN DATE:** FY 20/21                      **ESTIMATED COMPLETION:** FY 24/25

**PROJECT DESCRIPTION:**

Allocates new funding to expand Town's existing First Time Homebuyer program. The new fund, using One Time General Fund for Housing, allows more flexibility than other existing first time homebuyer programs like the HOME or CDBG program. The cap for the loan will be \$80K and terms will be 30 years at a 2% rate. Expect that approximately 5-8 households will benefit from this program allocation of \$400,000. The challenge for this program is the high cost of homes in Truckee. The hope is that with the passage of the Revenue Measure in Nov 2020, new funds will be available to continue this program at the same annual level of \$200K per year.



**REASON FOR OR BENEFITS OF PROJECT:**

Council has set a priority to increase the inventory of homes, rental and for-sale, across the income spectrum and this project aims to do this.

**OPERATIONAL COST IMPACTS**

The current housing consultant that operates existing downpayment programs for the Town will manage this expanded loan offering, which was previously included in the Community Development Department's budget.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
General Fund Housing Designation	\$ -	\$ -	\$ -	\$ 170,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ 570,000
Unfunded - Potential Revenue Measure	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ -	\$ 800,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 170,000</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ 1,370,000</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
First Time Home Buyer Program	\$ -	\$ -	\$ -	\$ 170,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ -	\$ 1,370,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 170,000</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ 1,370,000</b>

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# MISCELLANEOUS PROJECTS



## THANK YOU SPONSORS!



Rotary



PHOTO CREDIT: DRONE PROMOTIONS

Craig Price Inc. • Mountain Art Collective • Pamela Hurt Associates • Placer Title Company  
 Raley's • Richards Family • Tahoe Donner Association  
 Carolyn Wallace Dee Town of Truckee Mayor • Truckee Chamber of Commerce  
 Truckee Core Values Fund • Western Nevada Supply  
 Acumen Engineering • Aegis Insurance Markets • Balance Hydrologics, Inc. • bigtruck® • Cabona's  
 Christy Morrison-Oliver Luxury Real Estate • Crux Events • Humane Society of Truckee-Tahoe  
 John Manocchio • Waddell & Reed, Inc. • KTKE 101.5 • Moonshine Ink • Mt. Lincoln Construction, Inc.  
 Sierra Sun • Soaring Ranch • Tahoe Forest Health System • Tahoe Truckee Brokers  
 Truckee River Watershed Council • Truckee River Winery

**Information Technology Equipment**

**C0105**

**PROJECT CATEGORY:** Miscellaneous Projects

**RESPONSIBLE DEPARTMENT:** Administrative Services - IT

**PROJECT BEGIN DATE:** Ongoing      **ESTIMATED COMPLETION:** Ongoing

**PROJECT DESCRIPTION:**

This project encompasses the major expenses needed to maintain the Town's information technology infrastructure. There are routine expenses such as server replacements and uninterrupted power source (UPS) replacements. The major projects for FY20/21 include: Storage Attached Networks (SAN) replacement(\$150,000); Town Hall wide network switch replacement (\$80,000); and Virtual Server (ESX Hosts) upgrade (\$15,000).

**REASON FOR OR BENEFITS OF PROJECT:**

To improve and maintain the Town-wide automation. This budget was developed using recommendations outlined in the IT Strategic Plan completed in FY17/18.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
General Fund	\$ 960,976	\$ 160,000	\$ 113,500	\$ 425,000	\$ 116,000	\$ 195,000	\$ 76,000	\$ 86,000		\$ 1,972,476
<b>TOTAL:</b>	<b>\$ 960,976</b>	<b>\$ 160,000</b>	<b>\$ 113,500</b>	<b>\$ 425,000</b>	<b>\$ 116,000</b>	<b>\$ 195,000</b>	<b>\$ 76,000</b>	<b>\$ 86,000</b>	<b>Ongoing</b>	<b>\$ 1,972,476</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Prior Years' Expenditures	\$ 677,605									\$ 677,605
Servers	\$ 65,690	\$ 30,000	\$ 30,000	\$ 45,000	\$ 20,000	\$ 70,000	\$ 10,000	\$ 30,000		\$ 270,690
Software	\$ 89,053	\$ 36,000	\$ 40,000	\$ 15,000	\$ 25,000	\$ 20,000	\$ 20,000	\$ 10,000		\$ 219,053
IT Disaster Recovery Solution	\$ 30,449	\$ -	\$ -	\$ 10,000	\$ 15,000	\$ 25,000	\$ -	\$ -		\$ 80,449
Storage Attached Networks (SAN)	\$ -	\$ 10,000	\$ 10,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -		\$ 160,000
Routers/Network Equipment	\$ 40,879	\$ 52,000	\$ -	\$ 133,000	\$ 30,000	\$ 10,000	\$ 20,000	\$ 20,000		\$ 253,879
Phone System	\$ 6,534	\$ 2,000	\$ 2,500	\$ 35,000	\$ 2,000	\$ 5,000	\$ 6,000	\$ 6,000		\$ 63,034
IT Strategic Plan Implementations	\$ 49,670	\$ 25,000	\$ 25,000	\$ 30,000	\$ 19,000	\$ 60,000	\$ 15,000	\$ 15,000		\$ 213,670
UPS Batteries	\$ 1,096	\$ 5,000	\$ 6,000	\$ 7,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000		\$ 34,096
<b>TOTAL:</b>	<b>\$ 960,976</b>	<b>\$ 160,000</b>	<b>\$ 113,500</b>	<b>\$ 425,000</b>	<b>\$ 116,000</b>	<b>\$ 195,000</b>	<b>\$ 76,000</b>	<b>\$ 86,000</b>	<b>Ongoing</b>	<b>\$ 1,972,476</b>

# Town Hall Office Equipment

C0107

**PROJECT CATEGORY:** Miscellaneous Projects  
**RESPONSIBLE DEPARTMENT:** Administrative Services - IT  
**PROJECT BEGIN DATE:** Ongoing      **ESTIMATED COMPLETION:** Ongoing

**PROJECT DESCRIPTION:**  
 FY 20/21: New scanner for Building.  
 FY 21/22: Staff will consider the replacement of the large format printer/plotter.  
 FY 22/23: Staff will examine the town-wide copier needs (including Animal Services) for replacements.

**REASON FOR OR BENEFITS OF PROJECT:**  
 Minimize operating costs through strategic replacement and/or maintenance of equipment, therefore creating operation efficiencies.

**OPERATIONAL COST IMPACTS:**  
 Reduce maintenance costs associated with aged machines. The Humane Society will pay for a portion of the Animal Shelter copier



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
General Fund	\$ 90,082	\$ -	\$ -	\$ -	\$ 20,000	\$ 40,000	\$ -	\$ -		\$ 150,082
Building & Safety Fund	\$ 16,413	\$ 10,000	\$ -	\$ 12,000	\$ -	\$ 10,000	\$ -	\$ -		\$ 38,413
COPS Fund	\$ 9,707	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ -	\$ -		\$ 24,707
Private Contributions	\$ 5,026	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 5,026
<b>TOTAL:</b>	<b>\$ 121,227</b>	<b>\$ 10,000</b>	<b>\$ -</b>	<b>\$ 12,000</b>	<b>\$ 20,000</b>	<b>\$ 65,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>Ongoing</b>	<b>\$ 218,227</b>

\* The private contribution is from the Humane Society of Truckee-Tahoe

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Equipment Purchases	\$ 121,227	\$ 10,000	\$ -	\$ 12,000	\$ 20,000	\$ 65,000	\$ -	\$ -		\$ 218,227
<b>TOTAL:</b>	<b>\$ 121,227</b>	<b>\$ 10,000</b>	<b>\$ -</b>	<b>\$ 12,000</b>	<b>\$ 20,000</b>	<b>\$ 65,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>Ongoing</b>	<b>\$ 218,227</b>

**Police Department Communication & Safety Equipment**

**C1208**

**PROJECT CATEGORY:** Miscellaneous Projects

**RESPONSIBLE DEPARTMENT:** Public Safety - Patrol

**PROJECT BEGIN DATE:** Ongoing      **ESTIMATED COMPLETION:** Ongoing

**PROJECT DESCRIPTION:**

Safety Equipment Replacements: None anticipated in FY19/20.

Communication Equipment Replacement: Estimated costs through FY23/24 include, but are not limited to the replacement of surface tablets, iPads, iPhones (all lumped into Smart Communication). Replacement upgrades to Mobile Data Computers (MDC) in the patrol vehicles. The on-officer camera system program includes equipment, video storage, upgrade replacements, and warranty services. We will also replace older non-P25 compliant vehicle radios in FY19/20.

**REASON FOR OR BENEFITS OF PROJECT:**

Communications and safety products continue to evolve. The listed items are reaching their useful lifespan and will require replacement.

**OPERATIONAL COST IMPACTS:**

None.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
General Fund	\$ 435,973	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 435,973
COPS Fund	\$ 194,958	\$ 52,932	\$ 55,000	\$ 45,000	\$ 47,156	\$ 47,768	\$ 64,007	\$ 44,808		\$ 498,697
<b>TOTAL:</b>	<b>\$ 630,931</b>	<b>\$ 52,932</b>	<b>\$ 55,000</b>	<b>\$ 45,000</b>	<b>\$ 47,156</b>	<b>\$ 47,768</b>	<b>\$ 64,007</b>	<b>\$ 44,808</b>	<b>Ongoing</b>	<b>\$ 934,670</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Prior Years' Expenditures	\$ 582,112									\$ 582,112
In-Car MDC Units	\$ 15,819	\$ 5,000	\$ -	\$ 15,000	\$ 10,000	\$ 10,000	\$ 5,000	\$ 7,500		\$ 63,319
Smart Communications	\$ 9,889	\$ 5,000	\$ 5,000	\$ 5,000	\$ 9,000	\$ 9,000	\$ 5,000	\$ 5,000		\$ 47,889
On-officer Camera System	\$ 23,111	\$ 22,932	\$ 25,000	\$ 25,000	\$ 24,156	\$ 24,768	\$ 26,007	\$ 27,308		\$ 175,350
Tasers & Associated Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ -		\$ 20,000
Radio Equipment Replacement	\$ -	\$ 20,000	\$ 25,000	\$ -	\$ 4,000	\$ 4,000	\$ 8,000	\$ 5,000		\$ 46,000
<b>TOTAL:</b>	<b>\$ 630,931</b>	<b>\$ 52,932</b>	<b>\$ 55,000</b>	<b>\$ 45,000</b>	<b>\$ 47,156</b>	<b>\$ 47,768</b>	<b>\$ 64,007</b>	<b>\$ 44,808</b>	<b>Ongoing</b>	<b>\$ 934,670</b>

**Document Imaging - Building**

**C1305**

**PROJECT CATEGORY:** Miscellaneous Projects

**RESPONSIBLE DEPARTMENT:** Town Clerk & Communications

**PROJECT BEGIN DATE:** FY 14/15                      **ESTIMATED COMPLETION:** FY 18/19

**PROJECT DESCRIPTION:**  
Imaging of the remaining boxes of Building and Safety division microfilm images.

**REASON FOR OR BENEFITS OF PROJECT:**  
This project moved all of the images from our Microfiche to our digital documents storage platform Laser Fiche. These documents are now available to the public online.

**OPERATIONAL COST IMPACTS:**  
There were no operational impacts of this process.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Building & Safety Fund	\$ 139,439	\$ -	\$ 13,080	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 152,520
<b>TOTAL:</b>	<b>\$ 139,439</b>	<b>\$ -</b>	<b>\$ 13,080</b>	<b>\$ -</b>	<b>\$ 152,520</b>					

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Document Imaging	\$ 139,439	\$ -	\$ 13,080	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 152,520
<b>TOTAL:</b>	<b>\$ 139,439</b>	<b>\$ -</b>	<b>\$ 13,080</b>	<b>\$ -</b>	<b>\$ 152,520</b>					

# Woodstove Replacement Program

C1509

**PROJECT CATEGORY:** Miscellaneous Projects  
**RESPONSIBLE DEPARTMENT:** Community Development - Planning  
**PROJECT BEGIN DATE:** FY 15/16      **ESTIMATED COMPLETION:** FY 20/21

**PROJECT DESCRIPTION:**  
 Woodstove Replacement Program to provide financial incentives to Truckee homeowners to replace non-compliant woodstoves with either new non-wood heating sources or EPA certified woodstoves. \$64,000 has been allocated to this program and once funding has been exhausted, the program will discontinue. The Woodstove Replacement Program fulfills Town Air Quality Management goals of particulate matter emissions (PM10) reduction in accordance with Municipal Code Chapter 7.03-Solid Fuel Burning Appliances. The program is \$600 for replacement with a EPA Phase II compliant wood stove or \$1,000 for replacement of a non-solid fuel burning device (gas or electric) in accordance with Council Resolution No.2016-38.



**REASON FOR OR BENEFITS OF PROJECT:**  
 The Town has adopted an Air Quality Management Plan, and a component of the air-shed particulate matter, primarily in the winter months, involves non-compliant solid fuel burning devices. This program would incentivize the removal of those devices, ultimately resulting in improved air quality.

**OPERATIONAL COST IMPACTS:**  
 None.

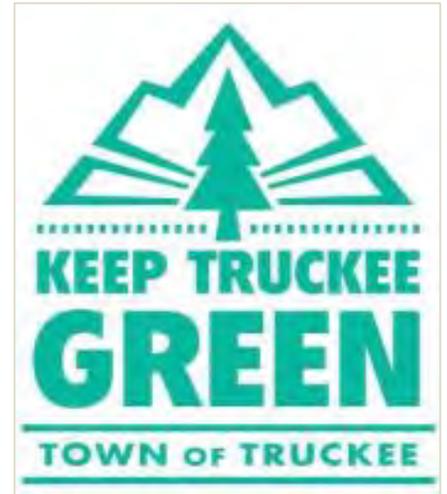
FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Air Quality Mitigation Fund	\$ 38,533	\$ 5,000	\$ 8,000	\$ 8,000	\$ 9,467	\$ -	\$ -	\$ -	\$ -	\$ 64,000
<b>TOTAL:</b>	<b>\$ 38,533</b>	<b>\$ 5,000</b>	<b>\$ 8,000</b>	<b>\$ 8,000</b>	<b>\$ 9,467</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 64,000</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Replacement Program	\$ 38,533	\$ 5,000	\$ 8,000	\$ 8,000	\$ 9,467	\$ -	\$ -	\$ -	\$ -	\$ 64,000
<b>TOTAL:</b>	<b>\$ 38,533</b>	<b>\$ 5,000</b>	<b>\$ 8,000</b>	<b>\$ 8,000</b>	<b>\$ 9,467</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 64,000</b>

# Greenhouse Gas Emissions Reduction

C1510

**PROJECT CATEGORY:** Miscellaneous Projects  
**RESPONSIBLE DEPARTMENT:** Community Development - Planning  
**PROJECT BEGIN DATE:** FY 15/16 **ESTIMATED COMPLETION:** Ongoing



**PROJECT DESCRIPTION:**

This project will fund activities that promote renewable energy, energy efficiency, source reduction, resource conservation and restoration, and a healthy community to "Keep Truckee Green." Staff is exploring grants or funding sources that could potentially fund other sustainability implementation activities. An expected upcoming activity would be a GHG re-inventory, and future ongoing updates at some given interval (every 3-5yrs), to chart the Town's progress towards our sustainability and GHG reduction goals (~\$40,000). This project previously funded the electric vehicle and charging stations, but this has been moved to a new CIP.

**REASON FOR OR BENEFITS OF PROJECT:**

The Town has a goal to reduce GHG emissions 80% by 2040. This project will support that goal by designing projects that reduce and/or track emissions.

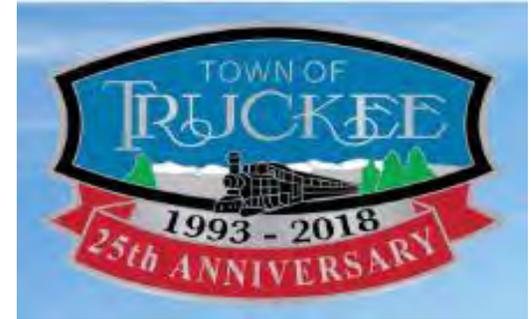
FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
General Fund	\$ 118,980	\$ -	\$ 40,420	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ 40,000	\$ 239,400
NSAQMD Grant	\$ -	\$ 39,542	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fleet Replacement Fund	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL:</b>	<b>\$ 118,980</b>	<b>\$ 89,542</b>	<b>\$ 40,420</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 40,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 40,000</b>	<b>\$ 239,400</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Plan Preparation	\$ 102,753	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 102,753
Solar RFP Assistance	\$ -	\$ -	\$ 40,420	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,420
GHG Inventory Update	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ 40,000	\$ 80,000
CivicSpark Fellow	\$ 16,227	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,227
EV Station & Vehicle	\$ -	\$ 89,542	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL:</b>	<b>\$ 118,980</b>	<b>\$ 89,542</b>	<b>\$ 40,420</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 40,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 40,000</b>	<b>\$ 239,400</b>

# Town Anniversary Acknowledgement

C1514

**PROJECT CATEGORY:** Miscellaneous Projects  
**RESPONSIBLE DEPARTMENT:** Town Clerk & Communications  
**PROJECT BEGIN DATE:** FY 15/16      **ESTIMATED COMPLETION:** Ongoing



**PROJECT DESCRIPTION:**  
 Town has celebrated our milestone anniversaries with a variety of efforts. Staff wants to acknowledge this and provide for a small budget for the next milestone (30th). Not plans have been identified for this to date.

**REASON FOR OR BENEFITS OF PROJECT:**  
 This project is in celebration of the Town's Anniversaries. Truckee has a rich history that residents and visitors are interested in.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
General Fund	\$ 28,036	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ 38,036
Book Sponsorships	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Event Sponsorships	\$ 21,592	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,592
<b>TOTAL:</b>	<b>\$ 49,628</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 59,628</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
25th Anniversary Photo Book	\$ 8,791	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,791
25th Anniversary Event	\$ 40,837	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,837
30th Anniversary Effort	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ 10,000
<b>TOTAL:</b>	<b>\$ 49,628</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 59,628</b>

# Town-Wide Content Management System

C1610

**PROJECT CATEGORY:** Miscellaneous Projects

**RESPONSIBLE DEPARTMENT:** Town Clerk & Communications

**PROJECT BEGIN DATE:** FY 16/17                      **ESTIMATED COMPLETION:** FY 23/24

**PROJECT DESCRIPTION:**

This project is for the evaluation, purchase and implementation of a Town-wide content management system (CMS) to replace our "shared drive" server system. A CMS is a computer application that allows publishing, editing, modifying, organizing, deleting, and maintaining content from a central interface.

**REASON FOR OR BENEFITS OF PROJECT:**

This project is being proposed to manage the creation, storage, access, and disposition of documents for the Town. CMS will improve staff efficiencies in maintaining and locating documents; ensuring the proper records are made available in a timely manner in response to requests from the public; preserve the security of sensitive documents; conserve space on our computer servers; and improve the application of our records management retention policies to our electronic documents. This project has been postponed to FY 23/24. Staff has prioritized the upgrading of the Town's website and staffing resources can address one of these projects at a time.

**OPERATIONAL COST IMPACTS:**

There will be ongoing maintenance and upgrade costs for the software. Costs will be updated as the selection process progresses.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
General Fund	\$ 21,643	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 120,000	\$ -	\$ -	\$ 141,643
<b>TOTAL:</b>	<b>\$ 21,643</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 120,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 141,643</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Consultant	\$ 21,643	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,643
Implementation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,000	\$ -	\$ -	\$ 9,000
Software & Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 111,000	\$ -	\$ -	\$ 111,000
<b>TOTAL:</b>	<b>\$ 21,643</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 120,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 141,643</b>

**PROJECT CATEGORY:** Miscellaneous Projects  
**RESPONSIBLE DEPARTMENT:** Town Clerk & Communications  
**PROJECT BEGIN DATE:** FY 20/21                      **ESTIMATED COMPLETION:** Ongoing

**PROJECT DESCRIPTION:**  
 Platform updates and upgrades for www.townoftruckee.com.

**REASON FOR OR BENEFITS OF PROJECT:**  
 The Town has to perform major updates to the website platform, about every five years, throughout the existence of the website. Just like any technology in today's environment, things are changing at a rapid pace. Staff proposes that the Town develop a request for proposal to completely re-work the Town's website beginning next year. This upgrade has been moved forward to next year in response to Town needs for additional functionality in the website, mostly related to public engagement.



**OPERATIONAL COST IMPACTS:**  
 Current budget incorporates the ongoing maintenance costs of the Town Website, but there could be incremental cost changes associated with a future upgrade.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
General Fund	\$ -	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ 75,000</b>				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Project Costs	\$ -	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ 75,000</b>				

# Fleet Equipment Purchases

C1811

**PROJECT CATEGORY:** Miscellaneous Projects  
**RESPONSIBLE DEPARTMENT:** Public Works - Fleet  
**PROJECT BEGIN DATE:** FY 17/18                      **ESTIMATED COMPLETION:** Ongoing



**PROJECT DESCRIPTION:**  
 FY20/21: One (1) new compact snow blower for use on sidewalk snow removal in the newly streetscaped areas of Town.

**REASON FOR OR BENEFITS OF PROJECT:**  
 Compact snow blower (\$175,000): Currently the Public Works Facilities Department is responsible for walkway snow removal on an increasing number of sidewalks and trails including three newly formed community facilities districts (CFDs). The Public Works Facilities snow removal fleet consists of three compact snow blowers and one (1) repurposed loader/plow. There are currently three designated routes for the compact snow blowers, which during an average daily snow accumulation, requires approximately eight hours of operations to complete, using the existing three compact snow blowers. Any daily snow event that produces more than 2-3 inches of snow exponentially affects the time to complete the identified three routes requiring overtime and/or multiple days to complete the routes. Additionally there are currently no backup compact snow blowers, when one of the three existing compact snow blowers needs maintenance or has a breakdown.

**OPERATIONAL COST IMPACTS:**  
 The community facility district's will be responsible for setting aside sufficient funding to provide for the eventual replacement of equipment needed for maintenance in those areas.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
General Fund	\$ 1,158,063	\$ 165,000	\$ 161,000	\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,494,063
Measure R Sales Tax Fund	\$ 84,625	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 84,625
<b>TOTAL:</b>	<b>\$ 1,242,688</b>	<b>\$ 165,000</b>	<b>\$ 161,000</b>	<b>\$ 175,000</b>	<b>\$ -</b>	<b>\$ 1,578,688</b>				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Equipment Purchases	\$ 1,242,688	\$ 165,000	\$ 161,000	\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,578,688
<b>TOTAL:</b>	<b>\$ 1,242,688</b>	<b>\$ 165,000</b>	<b>\$ 161,000</b>	<b>\$ 175,000</b>	<b>\$ -</b>	<b>\$ 1,578,688</b>				

**Records Management System/Computer Aided Dispatch Replacement**

**C1821**

**PROJECT CATEGORY:** Miscellaneous Projects

**RESPONSIBLE DEPARTMENT:** Public Safety - Support Services

**PROJECT BEGIN DATE:** FY 18/19                      **ESTIMATED COMPLETION:** FY 23/24

**PROJECT DESCRIPTION:**

Provides funding over the next three years for the Town Police Department's (PD) portion of a Nevada County-wide replacement of the Records Management System/Computer Aided Dispatch replacement (RMS/CAD). Costs will be shared by all four law enforcement agencies (Nevada County, Grass Valley PD, and Nevada City PD).

**REASON FOR OR BENEFITS OF PROJECT:**

The current RMS/CAD system is the original system that was purchased during the Police Department start-up. While there have been upgrades over the past sixteen years, the upgrades are not keeping up with the current available technology. Changes to both State and Federal reporting requirements are expected within the next three years and the current RMS/CAD system is not compliant with those requirements.

**OPERATIONAL COST IMPACTS:**

There will be higher yearly ongoing maintenance costs.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
General Fund	\$ -	\$ 133,000	\$ -	\$ 134,000	\$ 133,000	\$ 233,000	\$ -	\$ -	\$ -	\$ 500,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ 133,000</b>	<b>\$ -</b>	<b>\$ 134,000</b>	<b>\$ 133,000</b>	<b>\$ 233,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 500,000</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Purchase	\$ -	\$ 133,000	\$ -	\$ 134,000	\$ 133,000	\$ 233,000	\$ -	\$ -	\$ -	\$ 500,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ 133,000</b>	<b>\$ -</b>	<b>\$ 134,000</b>	<b>\$ 133,000</b>	<b>\$ 233,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 500,000</b>

# Source Separated Public Recycling Containers

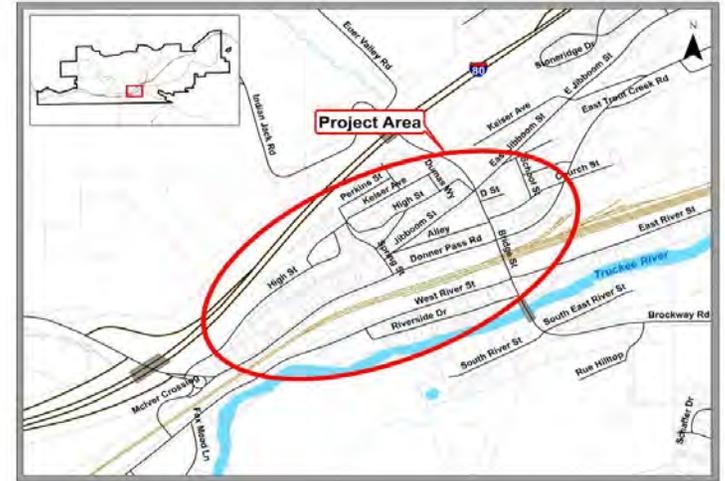
C1822

**PROJECT CATEGORY:** Miscellaneous Projects  
**RESPONSIBLE DEPARTMENT:** Solid Waste  
**PROJECT BEGIN DATE:** FY 18/19      **ESTIMATED COMPLETION:** FY 21/22

**PROJECT DESCRIPTION:**  
 Replace existing public recycling containers with side-by-side containers for trash and recycling collection. This project will be implemented in phases, beginning with replacement of trash cans in highly trafficked areas in Commercial Row first. Over three years, the Town will replace approximately thirty-five (35) Commercial Row and Brickelltown public recycling containers.

**REASON FOR OR BENEFITS OF PROJECT:**  
 The replacement trash and recycling stations will provide added capacity, a more wildlife-resistant receptacle, and opportunity for the general public to source separate their recyclable materials consistent with the Town's new trash and recycling programs. Currently, the recyclables drop directly into the trash and are not collected separately. The new separate recycling container will maintain the recycling materials cleaner for greater diversion rates. The new trash cans will have solar-powered compactors providing 8x greater capacity, and a foot pedal opening option. Each trash can will be paired with a recycling container. Town staff will look to repurpose the existing containers in pairs to be utilized for side-by-side trash and recycling. Staff are using the Railyard containers as a "pilot," to inform the use. Town staff are working will consult with TDMA and HPAC before installing new receptacles.

**OPERATIONAL COST IMPACTS:**  
 Tahoe Truckee Sierra Disposal will service the containers at no cost, per the solid waste franchise agreement. Town Facilities staff will be responsible for long-term maintenance and upkeep of the containers.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Solid Waste Fund	\$ -	\$ 71,250	\$ -	\$ 71,250	\$ 70,500	\$ 70,500	\$ -	\$ -	\$ -	\$ 212,250
Beverage Container Payment Program	\$ -	\$ 5,000	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	\$ 15,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ 76,250</b>	<b>\$ -</b>	<b>\$ 76,250</b>	<b>\$ 75,500</b>	<b>\$ 75,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 227,250</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Planning & Design	\$ -	\$ 1,000	\$ -	\$ 1,000	\$ 250	\$ 250	\$ -	\$ -	\$ -	\$ 1,500
Construction	\$ -	\$ 75,250	\$ -	\$ 75,250	\$ 75,250	\$ 75,250	\$ -	\$ -	\$ -	\$ 225,750
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ 76,250</b>	<b>\$ -</b>	<b>\$ 76,250</b>	<b>\$ 75,500</b>	<b>\$ 75,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 227,250</b>

# Town-Wide Aerial Mapping Project

C1906

**PROJECT CATEGORY:** Miscellaneous Projects  
**RESPONSIBLE DEPARTMENT:** Administrative Services - IT  
**PROJECT BEGIN DATE:** Ongoing      **ESTIMATED COMPLETION:** Ongoing



**PROJECT DESCRIPTION:**  
 Update of the Aerial Mapping of the Town of Truckee.

**REASON FOR OR BENEFITS OF PROJECT:**  
 The project is a multi-agency project completed once every five years to provide updated aerial mapping of the North Lake Tahoe-Truckee area. Updated aerial maps are required by local agencies for accurate Geographic Information Systems (GIS) related mapping which is used for a variety of purposes for local agencies, from mapping flood zones to tracking Town owned property.

**OPERATIONAL COST IMPACTS:**  
 None.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
General Fund	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ -		\$ 25,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>Ongoing</b>	<b>\$ 25,000</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Project Costs	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ -		\$ 25,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>Ongoing</b>	<b>\$ 25,000</b>

**Front Lobby Agenda Monitor**

**C1908**

**PROJECT CATEGORY:** Miscellaneous Projects

**RESPONSIBLE DEPARTMENT:** Town Clerk & Communications

**PROJECT BEGIN DATE:** FY 20/21                      **ESTIMATED COMPLETION:** FY 20/21

**PROJECT DESCRIPTION:**

Purchase of agenda monitoring screen and cloud based application software for the front foyer of the Town Hall building that will allow 24-hour access to agendas as required by law.

**REASON FOR OR BENEFITS OF PROJECT:**

This will create an updated method for citizens to access agendas and notices posted in accordance with state law. This will also increase the number of places residents can view the agendas without adding physical distribution points for staff. This software will allow staff to place agendas in an automated fashion at the Community Arts Center, the Truckee Library, an existing monitor at the Truckee Donner Public Utilities District office and here at Town Hall. Currently, staff prints paper copies and pins them to a bulletin board outside of Town Hall.

**OPERATIONAL COST IMPACTS:**

The cloud based monitoring application will have an ongoing annual cost of \$2,300.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
General Fund	\$ -	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ -</b>	<b>\$ 5,000</b>				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Project Costs	\$ -	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ -</b>	<b>\$ 5,000</b>				

**CAFR Software Implementation**

**C1912**

**PROJECT CATEGORY:** Miscellaneous Projects

**RESPONSIBLE DEPARTMENT:** Administrative Services - Finance

**PROJECT BEGIN DATE:** FY19/20                      **ESTIMATED COMPLETION:** FY20/21

**PROJECT DESCRIPTION:**

The Town's enterprise resource software system, New World Systems discontinued support for the current Comprehensive Annual Financial Reporting (CAFR) module after they were bought by Tyler Technologies, another software provider. The company has developed an alternative product, CAFR Building.

**REASON FOR OR BENEFITS OF PROJECT:**

The Town needs to have supported software in order to stay in compliance with Governmental Accounting Standards Board requirements.

**OPERATIONAL COST IMPACTS:**

Annual support fees for the new module (approx. \$1,500/year) will be slightly less than the support fees on the current module (approx. \$1,600/year).

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
General Fund	\$ -	\$ 15,000	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ 15,000</b>	<b>\$ 12,000</b>	<b>\$ -</b>	<b>\$ 12,000</b>					

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Implementation	\$ -	\$ 15,000	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ 15,000</b>	<b>\$ 12,000</b>	<b>\$ -</b>	<b>\$ 12,000</b>					

# Tahoe Donner Roadways Brushing and Chipping Project

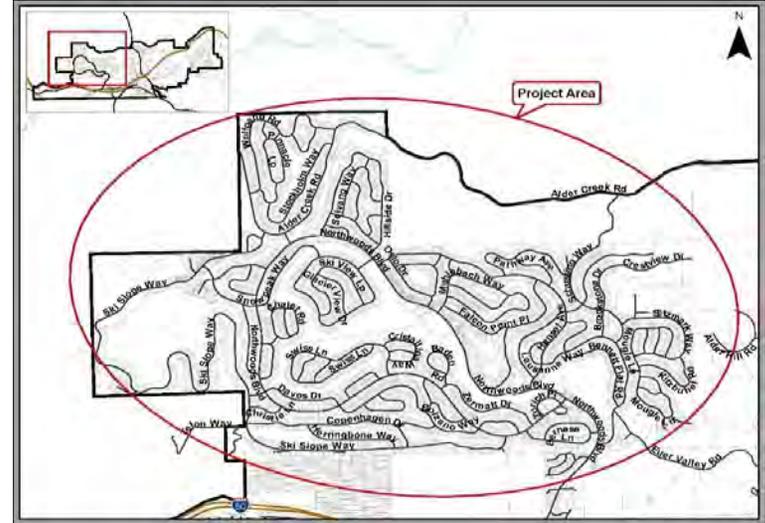
C2008

**PROJECT CATEGORY:** Miscellaneous Projects  
**RESPONSIBLE DEPARTMENT:** Public Works - Roads & Snow  
**PROJECT BEGIN DATE:** FY 20/21      **ESTIMATED COMPLETION:** FY 21/22

**PROJECT DESCRIPTION:**  
 Project would consist of vegetation removal and chipping along roadways in Tahoe Donner using Truckee Special Service Area #1 (Tahoe Donner) Funds.

**REASON FOR OR BENEFITS OF PROJECT:**  
 The removal of vegetation along the roadways will improve defensible space, visibility of signs, maintenance of clear zones, and winter road maintenance/snow removal.

**OPERATIONAL COST IMPACTS**  
 None.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Tahoe Donner TSSA Fund	\$ -	\$ 1,000,000	\$ 350,000	\$ 1,150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>	<b>\$ 350,000</b>	<b>\$ 1,150,000</b>	<b>\$ -</b>	<b>\$ 1,500,000</b>				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Construction	\$ -	\$ 1,000,000	\$ 350,000	\$ 1,150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>	<b>\$ 350,000</b>	<b>\$ 1,150,000</b>	<b>\$ -</b>	<b>\$ 1,500,000</b>				

**COVID-19 Response Efforts**

**C2009**

**PROJECT CATEGORY:** Miscellaneous Projects

**RESPONSIBLE DEPARTMENT:** Economic Development

**PROJECT BEGIN DATE:** FY 19/20                      **ESTIMATED COMPLETION:** FY 20/21

**PROJECT DESCRIPTION:**

This project will account for all costs associated with the Town's efforts to comply with shelter in place and isolation activities. It will also account for any programs the Town operates to assist with relief efforts related to the economic effects of community shutdowns. Also includes funding to assist downtown businesses with operations continuity during the winter months.

**REASON FOR OR BENEFITS OF PROJECT:**

The Town has an obligation to help protect the health of Town employee's and citizens.

**OPERATIONAL COST IMPACTS**

These costs are expected to help offset operational impacts. The Town will attempt to recuperate some of these expenses from FEMA.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
General Fund	\$ -	\$ -	\$ 250,000	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 325,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 250,000</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ 325,000</b>				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Community Support	\$ -	\$ -	\$ 200,000	\$ 65,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 265,000
Remote Workstations	\$ -	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,000
Cleaning Supplies & Cleaning	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000
EOC Resources	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 250,000</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ 325,000</b>				

# Truckee Springs Property Acquisition

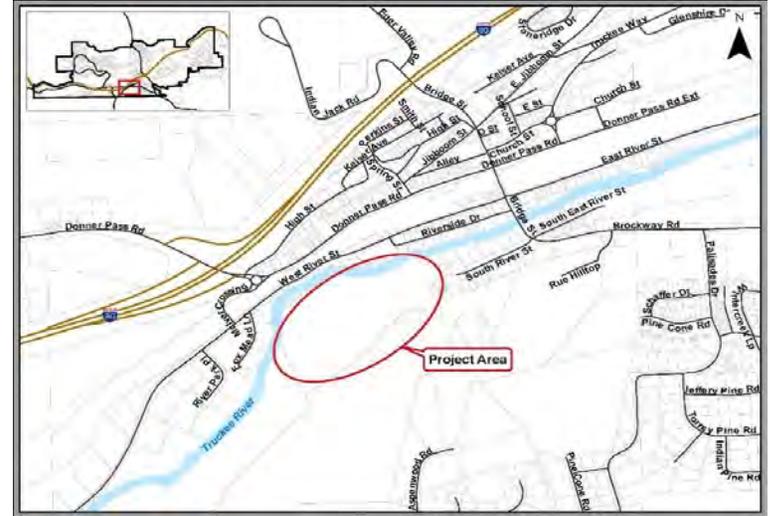
C2015

**PROJECT CATEGORY:** Miscellaneous Projects  
**RESPONSIBLE DEPARTMENT:** Public Works - Engineering  
**PROJECT BEGIN DATE:** FY 19/20      **ESTIMATED COMPLETION:** FY 20/21

**PROJECT DESCRIPTION:**  
 This represents the Town's contribution towards the Truckee Springs Property Acquisition, which is being purchased by the Truckee Donner Land Trust. The Town will have an easement on the property. Total property value is estimated at \$6 million.

**REASON FOR OR BENEFITS OF PROJECT:**  
 Property provides river access, open space, Legacy Trail connections, and the south side of the bridge connection to the Old County Corp Yard site.

**OPERATIONAL COST IMPACTS**  
 See C0702 Truckee River Legacy Trail Phase 4.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Open Space Designation	\$ -	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ 500,000</b>				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Acquisition	\$ -	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ 500,000</b>				

**Parking District Infrastructure**

**C2016**

**PROJECT CATEGORY:** Miscellaneous Projects  
**RESPONSIBLE DEPARTMENT:** Public Safety - Parking  
**PROJECT BEGIN DATE:** FY19/20 **ESTIMATED COMPLETION:** Ongoing

**PROJECT DESCRIPTION:**

This project is for ongoing parking district infrastructure replacements. This will help the Parking District ensure adequate funding for expected end-of-life meter replacements, software updates, new meters upon expansion of the Parking District, and technology enhancements.

**REASON FOR OR BENEFITS OF PROJECT:**

Parking meters and software products continue to evolve. The listed items are reaching their useful lifespan and will require replacement.

**OPERATIONAL COST IMPACTS**

Operational impacts will be determined based on the expansion of the Parking District and technology improvements.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Parking Fund	\$ -	\$ 42,468	\$ -	\$ -	\$ 35,000	\$ 185,000	\$ 192,161	\$ 301,491	\$ 35,000	\$ 748,652
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ 42,468</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 35,000</b>	<b>\$ 185,000</b>	<b>\$ 192,161</b>	<b>\$ 301,491</b>	<b>\$ 35,000</b>	<b>\$ 748,652</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Parking Meters / Equipment	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ 185,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 325,000
Software	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 157,161	\$ 266,491	\$ -	\$ 423,652
Vehicles	\$ -	\$ 42,468	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ 42,468</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 35,000</b>	<b>\$ 185,000</b>	<b>\$ 192,161</b>	<b>\$ 301,491</b>	<b>\$ 35,000</b>	<b>\$ 748,652</b>

# Electric Vehicle Charging Station

C2017

**PROJECT CATEGORY:** Miscellaneous Projects  
**RESPONSIBLE DEPARTMENT:** Community Development - Planning  
**PROJECT BEGIN DATE:** FY 20/21      **ESTIMATED COMPLETION:** FY 20/21

**PROJECT DESCRIPTION:**  
 The Town was awarded a Northern Sierra Air Quality Management District (NSAQMD) grant for the purchase of a plug-in electric vehicle (EV) for staff use on Town business and three EV charging stations for free public use located at Town Hall. The Town's portion of this project will be funded via the Fleet Replacement Fund as the EV will replace one of the Town's pool vehicles.

**REASON FOR OR BENEFITS OF PROJECT:**  
 This project will help the Town achieve GHG emissions reductions by facilitating community members to charge electric vehicles for free, reducing the emissions that would have otherwise come from fossil fuel powered vehicles.

**OPERATIONAL COST IMPACTS**

There will be ongoing costs of electricity usage for the charging stations and maintenance of the electric vehicle. The electricity costs are included in the operational Sustainability Budget.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
NSAQMD Grant	\$ -	\$ -	\$ -	\$ 39,542	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 39,542
Fleet Replacement Fund	\$ -	\$ -	\$ -	\$ 95,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 95,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 134,542</b>	<b>\$ -</b>	<b>\$ 134,542</b>				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
EV Stations & Vehicle	\$ -	\$ -	\$ -	\$ 134,542	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 134,542
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 134,542</b>	<b>\$ -</b>	<b>\$ 134,542</b>				

# Glenshire Brushing and Chipping Project

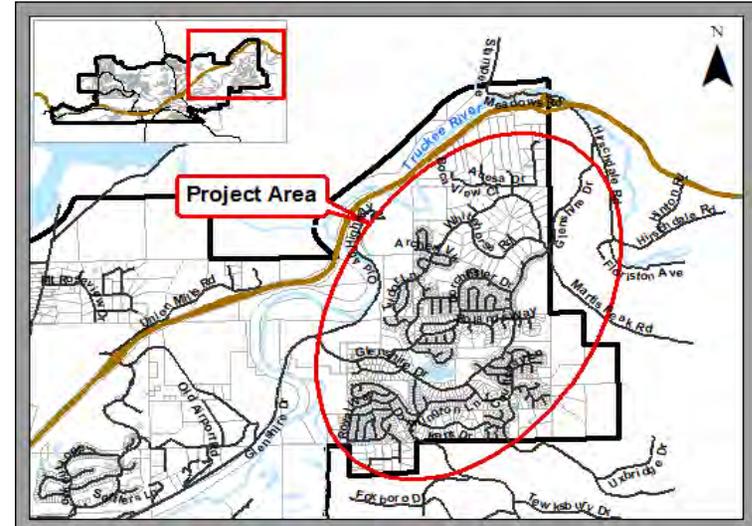
C2018

**PROJECT CATEGORY:** Miscellaneous Projects  
**RESPONSIBLE DEPARTMENT:** Public Works - Roads & Snow  
**PROJECT BEGIN DATE:** FY 20/21      **ESTIMATED COMPLETION:** FY 21/22

**PROJECT DESCRIPTION:**  
 Project would consist of vegetation removal and chipping along roadways in Glenshire using Truckee Special Service Area #5 (Glenshire) Funds.

**REASON FOR OR BENEFITS OF PROJECT:**  
 The removal of vegetation along the roadways will improve defensible space, visibility of signs, maintenance of clear zones, and winter road maintenance/snow removal.

**OPERATIONAL COST IMPACTS**  
 None.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Glenshire TSSA Fund	\$ -	\$ -	\$ -	\$ 210,000	\$ 210,000	\$ -	\$ -	\$ -	\$ -	\$ 420,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 210,000</b>	<b>\$ 210,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 420,000</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Construction	\$ -	\$ -	\$ -	\$ 210,000	\$ 210,000	\$ -	\$ -	\$ -	\$ -	\$ 420,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 210,000</b>	<b>\$ 210,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 420,000</b>

**Prosser Lakeview Estates/Sierra Meadows Brushing and Chipping Project**

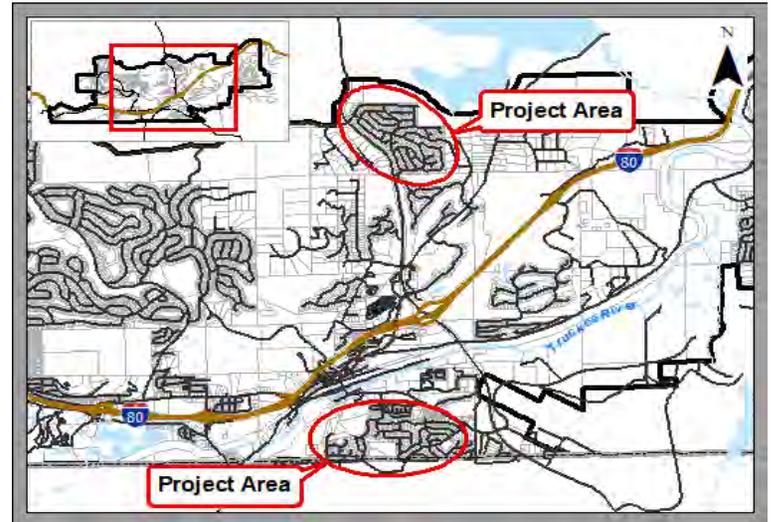
**C2019**

**PROJECT CATEGORY:** Miscellaneous Projects  
**RESPONSIBLE DEPARTMENT:** Public Works - Roads & Snow  
**PROJECT BEGIN DATE:** FY 20/21 **ESTIMATED COMPLETION:** FY 21/22

**PROJECT DESCRIPTION:**  
 Project would consist of vegetation removal and chipping along roadways in Prosser Lakeview Estates and Sierra Meadows using CalFire Grant funds.

**REASON FOR OR BENEFITS OF PROJECT:**  
 The removal of vegetation along the roadways will improve defensible space, visibility of signs, maintenance of clear zones, and winter road maintenance/snow removal.

**OPERATIONAL COST IMPACTS**  
 None.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
CalFire Grant Funds	\$ -	\$ -	\$ -	\$ 500,000	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Construction	\$ -	\$ -	\$ -	\$ 500,000	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>

**Coronavirus Economic Resiliency**

**C2022**

**PROJECT CATEGORY:** Miscellaneous Projects

**RESPONSIBLE DEPARTMENT:** Economic Development

**PROJECT BEGIN DATE:** FY 20/21                      **ESTIMATED COMPLETION:** FY 20/21

**PROJECT DESCRIPTION:**

Various projects to support Truckee businesses by supporting continuation of business activity to mitigate the economic impacts of Coronavirus. This program will have a particular focus on support Downtown Truckee during winter 2020-2021.

**REASON FOR OR BENEFITS OF PROJECT:**

Promote the economic resiliency of Truckee businesses.

**OPERATIONAL COST IMPACTS**

To be determined.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
General Fund	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000
CARES Act Funding	\$ -	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Unfunded Grant Source	\$ -	\$ -	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 900,000</b>	<b>\$ -</b>	<b>\$ 900,000</b>				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Downtown Support	\$ -	\$ -	\$ -	\$ 900,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 900,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 900,000</b>	<b>\$ -</b>	<b>\$ 900,000</b>				

**Capital Project Budget Software**

**C2205**

**PROJECT CATEGORY:** Miscellaneous Projects

**RESPONSIBLE DEPARTMENT:** Administrative Services - Finance

**PROJECT BEGIN DATE:** FY 21/22                      **ESTIMATED COMPLETION:** FY 23/24

**PROJECT DESCRIPTION:**  
This project will facilitate a needs assessment and implementation of a software product for capital budgeting.

**REASON FOR OR BENEFITS OF PROJECT:**  
The Town's budget is currently prepared entirely in excel, but is reaching the limits of this software's capabilities.

**OPERATIONAL COST IMPACTS**  
Ongoing annual maintenance costs.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Unfunded	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ 60,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 60,000</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Software Implementation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ 60,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 60,000</b>

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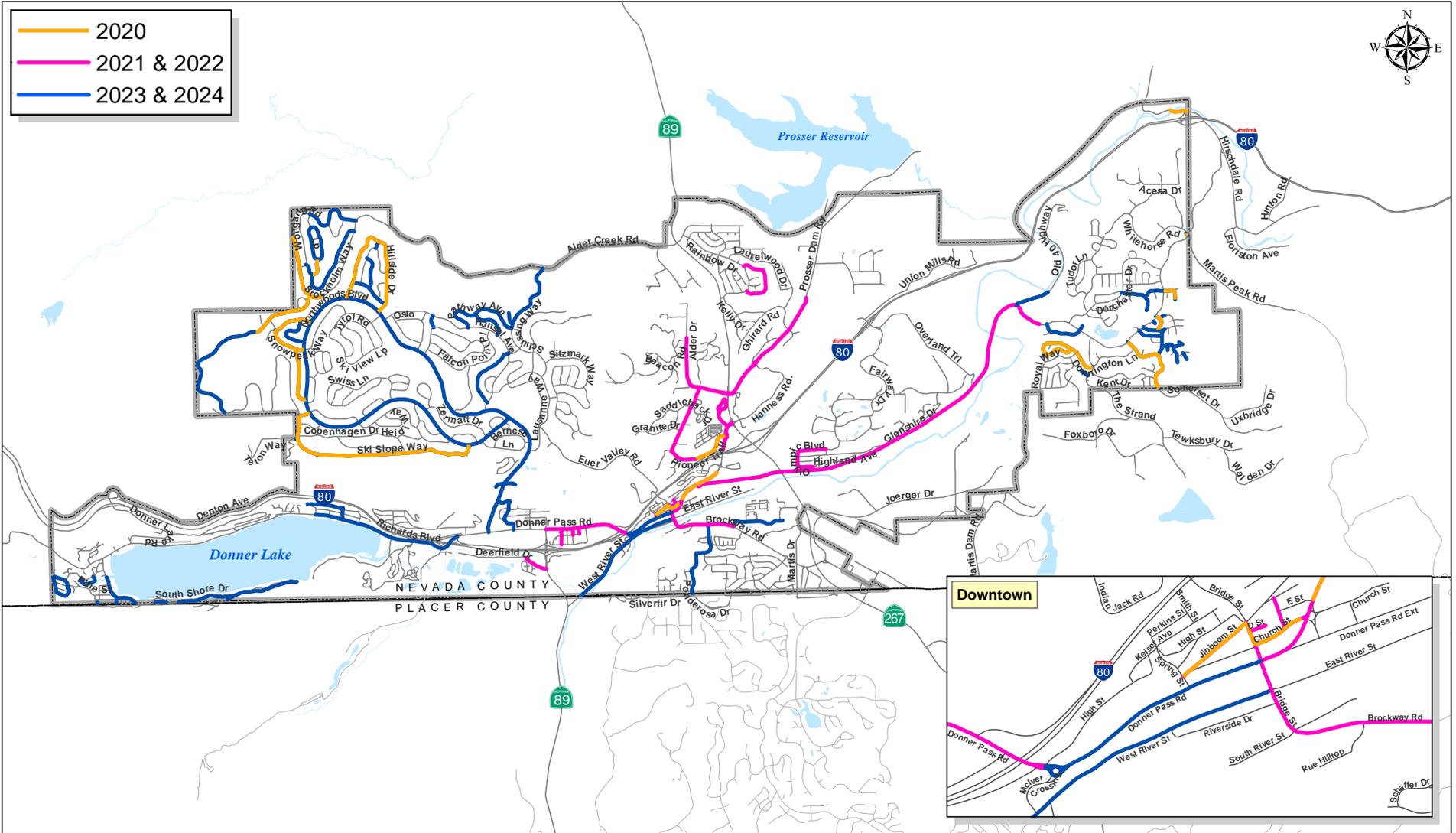
# PAVEMENT MAINTENANCE PROJECTS





# Paving Projects by Year (2020-2024)

- 2020
- 2021 & 2022
- 2023 & 2024



# Annual Paving Project Summary

Cxx02

**PROJECT CATEGORY:** Pavement Maintenance Projects

**RESPONSIBLE DEPARTMENT:** Public Works - Engineering

**PROJECT DESCRIPTION:**

Annual paving of selected roads based upon the 2018 Pavement Management Program (PMP). Prior to the development of final paving plans, field observations will be used in conjunction with the PMP to determine which roads will ultimately be paved. Refer to the PMP for a detailed list of proposed streets. Funded CIP Projects that include paving are not included in this budget. Paving is completed every other year.

**REASON FOR OR BENEFITS OF PROJECT:**

Road systems need periodic treatment to maintain and improve structure.

**OPERATIONAL COST IMPACTS:**

Reduced operational costs as a result of improved roadway surfaces and pavement preservation.

CIP NUMBER	CUMULATIVE PRIOR THRU SUMMER 2018	SUMMER 2019 AMENDED BUDGET	SUMMER 2019 ESTIMATED ACTUAL	SUMMER BUDGET 2020	SUMMER BUDGET 2021	SUMMER BUDGET 2022	SUMMER BUDGET 2023	SUMMER BUDGET 2024	ESTIMATED SUMMER 2025 ON	TOTAL
C1802	\$ 4,659,164	\$ -	\$ 117,794	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 4,776,958
C2002	\$ -	\$ -	\$ 5,000	\$ 645,000	\$ -	\$ -	\$ -	\$ -		\$ 650,000
C2102	\$ -	\$ -	\$ -	\$ 5,000	\$ 4,182,000	\$ -	\$ -	\$ -		\$ 4,187,000
C2202	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 4,969,000	\$ -	\$ -		\$ 4,974,000
C2302	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 3,967,500	\$ -		\$ 3,972,500
C2402	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 3,964,500		\$ 3,969,500
<b>TOTAL:</b>	<b>\$ 4,659,164</b>	<b>\$ -</b>	<b>\$ 122,794</b>	<b>\$ 650,000</b>	<b>\$ 4,187,000</b>	<b>\$ 4,974,000</b>	<b>\$ 3,972,500</b>	<b>\$ 3,964,500</b>	<b>Ongoing</b>	<b>\$ 22,529,958</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Summer 2018	\$ 4,659,164	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 4,659,164
Summer 2019	\$ -	\$ -	\$ 122,794	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 122,794
Summer 2020	\$ -	\$ -	\$ -	\$ 650,000	\$ -	\$ -	\$ -	\$ -		\$ 650,000
Summer 2021	\$ -	\$ -	\$ -	\$ -	\$ 4,187,000	\$ -	\$ -	\$ -		\$ 4,187,000
Summer 2022	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,974,000	\$ -	\$ -		\$ 4,974,000
Summer 2023	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,972,500	\$ -		\$ 3,972,500
Summer 2024	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,964,500		\$ 3,964,500
Summer 2025	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
<b>TOTAL:</b>	<b>\$ 4,659,164</b>	<b>\$ -</b>	<b>\$ 122,794</b>	<b>\$ 650,000</b>	<b>\$ 4,187,000</b>	<b>\$ 4,974,000</b>	<b>\$ 3,972,500</b>	<b>\$ 3,964,500</b>	<b>Ongoing</b>	<b>\$ 22,529,958</b>

**2018 Paving & Drainage Project**

**C1802**

**PROJECT CATEGORY:** Pavement Maintenance Projects

**RESPONSIBLE DEPARTMENT:** Public Works - Engineering

**PROJECT BEGIN DATE:** FY 17/18                      **ESTIMATED COMPLETION:** FY 19/20

**PROJECT DESCRIPTION:**

Annual paving of selected roads based upon the 2018 Pavement Management Program (PMP). Prior to the development of final paving plans, field observations will be used in conjunction with the PMP to determine which roads will ultimately be paved. Refer to the PMP for a detailed list of proposed streets. Funded CIP Projects that include paving are not included in this budget.

**REASON FOR OR BENEFITS OF PROJECT:**

Road systems need periodic treatment to maintain and improve structure.

**OPERATIONAL COST IMPACTS:**

Reduced operational costs as a result of improved roadway surfaces and pavement preservation.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Measure V Sales Tax Fund	\$ 2,338,651	\$ -	\$ 7,544	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,346,195
Tahoe Donner TSSA Fund	\$ 1,127,750	\$ -	\$ 110,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,238,000
Road Maintenance Reserve	\$ 1,053,963	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,053,963
Utility Reimbursement	\$ 138,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 138,800
<b>TOTAL:</b>	<b>\$ 4,659,164</b>	<b>\$ -</b>	<b>\$ 117,794</b>	<b>\$ -</b>	<b>\$ 4,776,958</b>					

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Design & Construction	\$ 4,659,164	\$ -	\$ 117,794	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,776,958
<b>TOTAL:</b>	<b>\$ 4,659,164</b>	<b>\$ -</b>	<b>\$ 117,794</b>	<b>\$ -</b>	<b>\$ 4,776,958</b>					

**2020 Paving & Drainage Project**

**C2002**

**PROJECT CATEGORY:** Pavement Maintenance Projects

**RESPONSIBLE DEPARTMENT:** Public Works - Engineering

**PROJECT BEGIN DATE:** FY 19/20                      **ESTIMATED COMPLETION:** FY 20/21

**PROJECT DESCRIPTION:**

Annual paving of selected roads based upon the 2018 Pavement Management Program (PMP). Prior to the development of final paving plans, field observations will be used in conjunction with the PMP to determine which roads will ultimately be paved. Refer to the PMP for a detailed list of proposed streets. Funded CIP Projects that include paving are not included in this budget.

**REASON FOR OR BENEFITS OF PROJECT:**

Road systems need periodic treatment to maintain and improve structure.

**OPERATIONAL COST IMPACTS:**

Reduced operational costs as a result of improved roadway surfaces and pavement preservation.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Road Maintenance & Rehab Acct	\$ -	\$ -	\$ -	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 450,000
SB1 Programmatic Funding	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Measure V Sales Tax Fund	\$ -	\$ 5,000	\$ 5,000	\$ 95,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Tahoe Donner TSSA Fund	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Glenshire TSSA Fund	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Road Maintenance Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 645,000</b>	<b>\$ -</b>	<b>\$ 650,000</b>				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Design & Construction	\$ -	\$ 5,000	\$ 5,000	\$ 645,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 650,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 645,000</b>	<b>\$ -</b>	<b>\$ 650,000</b>				

**2021 Recessed Striping Project**

**C2003**

**PROJECT CATEGORY:** Pavement Maintenance Projects

**RESPONSIBLE DEPARTMENT:** Public Works - Engineering

**PROJECT BEGIN DATE:** FY 19/20                      **ESTIMATED COMPLETION:** FY 20/21

**PROJECT DESCRIPTION:**

Replace existing roadway striping and pavement markings (crosswalks) with recessed thermoplastic. The roads planned to receive recessed striping are Glenshire Drive, Bridge Street (Jibboom Street to South River Street), Brockway Road, West River Street, and Donner Pass Road (Bridge Street to SR89S).

**REASON FOR OR BENEFITS OF PROJECT:**

Recessed thermoplastic striping and pavement markings are more durable to snow removal operations than conventional paint. The proposed use is in areas where it is important to have visible striping and pavement markings year round such as at signalized intersections, turn lanes, center lines and crosswalks along major roadways.

**OPERATIONAL COST IMPACTS:**

Reduced operational costs as a result of the durability, which requires less frequent refreshing of the striping and pavement markings.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Measure V Sales Tax Fund	\$ -	\$ 350,000	\$ -	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ 350,000</b>	<b>\$ -</b>	<b>\$ 350,000</b>	<b>\$ -</b>	<b>\$ 350,000</b>				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Design & Construction	\$ -	\$ 350,000	\$ -	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ 350,000</b>	<b>\$ -</b>	<b>\$ 350,000</b>	<b>\$ -</b>	<b>\$ 350,000</b>				

**2021 Paving & Drainage Project**

**C2102**

**PROJECT CATEGORY:** Pavement Maintenance Projects

**RESPONSIBLE DEPARTMENT:** Public Works - Engineering

**PROJECT BEGIN DATE:** FY 20/21                      **ESTIMATED COMPLETION:** FY 21/22

**PROJECT DESCRIPTION:**

Annual paving of selected roads based upon the 2018 Pavement Management Program (PMP). Prior to the development of final paving plans, field observations will be used in conjunction with the PMP to determine which roads will ultimately be paved. Refer to the PMP for a detailed list of proposed streets. Funded CIP Projects that include paving are not included in this budget.

**REASON FOR OR BENEFITS OF PROJECT:**

Road systems need periodic treatment to maintain and improve structure.

**OPERATIONAL COST IMPACTS:**

Reduced operational costs as a result of improved roadway surfaces and pavement preservation.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
SB1 Programmatic Funding	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Road Maintenance & Rehab Acct	\$ -	\$ -	\$ -	\$ -	\$ 270,000	\$ -	\$ -	\$ -	\$ -	\$ 270,000
Measure V Sales Tax Fund	\$ -	\$ -	\$ -	\$ 5,000	\$ 2,639,000	\$ -	\$ -	\$ -	\$ -	\$ 2,644,000
Tahoe Donner TSSA Fund	\$ -	\$ -	\$ -	\$ -	\$ 916,000	\$ -	\$ -	\$ -	\$ -	\$ 916,000
Glenshire TSSA Fund	\$ -	\$ -	\$ -	\$ -	\$ 157,000	\$ -	\$ -	\$ -	\$ -	\$ 157,000
Road Maintenance Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ 4,182,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,187,000</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Design & Construction	\$ -	\$ -	\$ -	\$ 5,000	\$ 4,182,000	\$ -	\$ -	\$ -	\$ -	\$ 4,187,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ 4,182,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,187,000</b>

**2022 Paving & Drainage Project**

**C2202**

**PROJECT CATEGORY:** Pavement Maintenance Projects

**RESPONSIBLE DEPARTMENT:** Public Works - Engineering

**PROJECT BEGIN DATE:** FY 21/22                      **ESTIMATED COMPLETION:** FY 22/23

**PROJECT DESCRIPTION:**

Annual paving of selected roads based upon the 2018 Pavement Management Program (PMP). Prior to the development of final paving plans, field observations will be used in conjunction with the PMP to determine which roads will ultimately be paved. Refer to the PMP for a detailed list of proposed streets. Funded CIP Projects that include paving are not included in this budget.

**REASON FOR OR BENEFITS OF PROJECT:**

Road systems need periodic treatment to maintain and improve structure.

**OPERATIONAL COST IMPACTS:**

Reduced operational costs as a result of improved roadway surfaces and pavement preservation.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
SB1 Programmatic Funding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ 200,000
Road Maintenance & Rehab Acct	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 270,000	\$ -	\$ -	\$ -	\$ 270,000
Measure V Sales Tax Fund	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 4,499,000	\$ -	\$ -	\$ -	\$ 4,504,000
Road Maintenance Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ 4,969,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,974,000</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Design & Construction	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 4,969,000	\$ -	\$ -	\$ -	\$ 4,974,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ 4,969,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,974,000</b>

**2023 Recessed Striping Project**

**C2203**

**PROJECT CATEGORY:** Pavement Maintenance Projects

**RESPONSIBLE DEPARTMENT:** Public Works - Engineering

**PROJECT BEGIN DATE:** FY 22/23                      **ESTIMATED COMPLETION:** FY 22/23

**PROJECT DESCRIPTION:**

Replace existing roadway striping and pavement markings (crosswalks) with recessed thermoplastic. The roads planned to receive recessed striping are Northwood's Boulevard, Fjord Road, Alder Creek Road (Fjord Road to SR89), Donner Pass Road (SR89S to Town Limits) and Donner Lake Road.

**REASON FOR OR BENEFITS OF PROJECT:**

Recessed thermoplastic striping and pavement markings are more durable to snow removal operations than conventional paint. The proposed use is in areas where it is important to have visible striping and pavement markings year round such as at signalized intersections, turn lanes, center lines and crosswalks along major roadways.

**OPERATIONAL COST IMPACTS:**

Reduced operational costs as a result of the durability, which requires less frequent refreshing of the striping and pavement markings.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Measure V Sales Tax Fund	\$ -	\$ -	\$ -	\$ -		\$ 350,000	\$ -	\$ -	\$ -	\$ 350,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 350,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 350,000</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Design & Construction	\$ -	\$ -	\$ -	\$ -		\$ 350,000	\$ -	\$ -	\$ -	\$ 350,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 350,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 350,000</b>

**2023 Paving & Drainage Project**

**C2302**

**PROJECT CATEGORY:** Pavement Maintenance Projects

**RESPONSIBLE DEPARTMENT:** Public Works - Engineering

**PROJECT BEGIN DATE:** FY 22/23                      **ESTIMATED COMPLETION:** FY 23/24

**PROJECT DESCRIPTION:**

Annual paving of selected roads based upon the 2018 Pavement Management Program (PMP). Prior to the development of final paving plans, field observations will be used in conjunction with the PMP to determine which roads will ultimately be paved. Refer to the PMP for a detailed list of proposed streets. Funded CIP Projects that include paving are not included in this budget.

**REASON FOR OR BENEFITS OF PROJECT:**

Road systems need periodic treatment to maintain and improve structure.

**OPERATIONAL COST IMPACTS:**

Reduced operational costs as a result of improved roadway surfaces and pavement preservation.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
SB1 Programmatic Funding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ 200,000
Road Maintenance & Rehab Acct	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 270,000	\$ -	\$ -	\$ 270,000
Measure V Sales Tax Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 2,805,000	\$ -	\$ -	\$ 2,810,000
Tahoe Donner TSSA Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 639,000	\$ -	\$ -	\$ 639,000
Glenshire TSSA Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 53,500	\$ -	\$ -	\$ 53,500
Road Maintenance Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ 3,967,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,972,500</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Design & Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 3,967,500	\$ -	\$ -	\$ 3,972,500
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ 3,967,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,972,500</b>

**2024 Paving & Drainage Project**

**C2402**

**PROJECT CATEGORY:** Pavement Maintenance Projects

**RESPONSIBLE DEPARTMENT:** Public Works - Engineering

**PROJECT BEGIN DATE:** FY 23/24                      **ESTIMATED COMPLETION:** FY 24/25

**PROJECT DESCRIPTION:**

Annual paving of selected roads based upon the 2018 Pavement Management Program (PMP). Prior to the development of final paving plans, field observations will be used in conjunction with the PMP to determine which roads will ultimately be paved. Refer to the PMP for a detailed list of proposed streets. Funded CIP Projects that include paving are not included in this budget.

**REASON FOR OR BENEFITS OF PROJECT:**

Road systems need periodic treatment to maintain and improve structure.

**OPERATIONAL COST IMPACTS:**

Reduced operational costs as a result of improved roadway surfaces and pavement preservation.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
SB1 Programmatic Funding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ -	\$ 200,000
Road Maintenance & Rehab Acct	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 270,000	\$ -	\$ 270,000
Measure V Sales Tax Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 2,802,000	\$ -	\$ 2,807,000
Tahoe Donner TSSA Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 639,000	\$ -	\$ 639,000
Glenshire TSSA Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 53,500	\$ -	\$ 53,500
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ 3,964,500</b>	<b>\$ -</b>	<b>\$ 3,969,500</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Design & Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 3,964,500	\$ -	\$ 3,969,500
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ 3,964,500</b>	<b>\$ -</b>	<b>\$ 3,969,500</b>

**2025 Recessed Striping Project**

**C2403**

**PROJECT CATEGORY:** Pavement Maintenance Projects

**RESPONSIBLE DEPARTMENT:** Public Works - Engineering

**PROJECT BEGIN DATE:** FY 23/24                      **ESTIMATED COMPLETION:** FY 23/24

**PROJECT DESCRIPTION:**  
Replace existing roadway striping and pavement markings (crosswalks) with recessed thermoplastic.

**REASON FOR OR BENEFITS OF PROJECT:**  
Recessed thermoplastic striping and pavement markings are more durable to snow removal operations than conventional paint. The proposed use is in areas where it is important to have visible striping and pavement markings year round such as at signalized intersections, turn lanes, center lines and crosswalks along major roadways.

**OPERATIONAL COST IMPACTS:**  
Reduced operational costs as a result of the durability, which requires less frequent refreshing of the striping and pavement markings.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Measure V Sales Tax Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ 350,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 350,000</b>	<b>\$ 350,000</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Design & Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ 350,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 350,000</b>	<b>\$ 350,000</b>

**2019 Slurry Seal Project**

**C1901**

**PROJECT CATEGORY:** Pavement Maintenance Projects

**RESPONSIBLE DEPARTMENT:** Public Works - Engineering

**PROJECT BEGIN DATE:** FY 18/19                      **ESTIMATED COMPLETION:** FY 19/20

**PROJECT DESCRIPTION:**

Slurry seal of selected roads based on the 2018 Pavement Management Program. Prior to the development of final slurry seal plans, field observations will be used in conjunction with the Pavement Management Program to determine which roads will ultimately be sealed. Refer to the 2018 Pavement Management Program for a detailed list of proposed streets.

\*\* The Town did not move forward with the Slurry Seal project due to the costs estimates received from potential contractors. \*\*

**REASON FOR OR BENEFITS OF PROJECT:**

Road systems need periodic treatment to seal surfaces and prolong the useful life of roadway pavement.

**OPERATIONAL COST IMPACTS:**

Reduced operational costs as a result of improved roadway surfaces and pavement preservation.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Road Maintenance & Rehab Acct	\$ -	\$ 410,417	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Measure V Sales Tax Fund	\$ 3,000	\$ 334,583	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
Tahoe Donner TSSA Fund	\$ -	\$ 215,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Glenshire TSSA Fund	\$ -	\$ 79,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SB1 Programmatic Funding	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL:</b>	<b>\$ 3,000</b>	<b>\$ 1,139,000</b>	<b>\$ 2,000</b>	<b>\$ -</b>	<b>\$ 5,000</b>					

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Design & Construction	\$ 3,000	\$ 1,139,000	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
<b>TOTAL:</b>	<b>\$ 3,000</b>	<b>\$ 1,139,000</b>	<b>\$ 2,000</b>	<b>\$ -</b>	<b>\$ 5,000</b>					

\* Assumes \$200/ton slurry, 18 lbs./yd<sup>2</sup> spread rate and pavement markings are replaced on major roadways.

**2020 Slurry Seal Project**

**C2001**

**PROJECT CATEGORY:** Pavement Maintenance Projects

**RESPONSIBLE DEPARTMENT:** Public Works - Engineering

**PROJECT BEGIN DATE:** FY 19/20                      **ESTIMATED COMPLETION:** FY 19/20

**PROJECT DESCRIPTION:**

Slurry seal of selected roads based on the 2018 Pavement Management Program. Prior to the development of final slurry seal plans, field observations will be used in conjunction with the Pavement Management Program to determine which roads will ultimately be sealed. Refer to the 2018 Pavement Management Program for a detailed list of proposed streets.

\*\* The Town did not move forward with the Slurry Seal project due to the costs estimates received from potential contractors. \*\*

**REASON FOR OR BENEFITS OF PROJECT:**

Road systems need periodic treatment to seal surfaces and prolong the useful life of roadway pavement.

**OPERATIONAL COST IMPACTS:**

Reduced operational costs as a result of improved roadway surfaces and pavement preservation.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Measure V Sales Tax Fund	\$ -	\$ 5,000	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ 2,000</b>	<b>\$ -</b>	<b>\$ 2,000</b>					

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Design & Construction	\$ -	\$ 5,000	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ 2,000</b>	<b>\$ -</b>	<b>\$ 2,000</b>					

\* Assumes \$200/ton slurry, 18 lbs./yd<sup>2</sup> spread rate and pavement markings are replaced on major roadways.

**2021 Parking District Seal Coat Project**

**C2005**

**PROJECT CATEGORY:** Pavement Maintenance Projects

**RESPONSIBLE DEPARTMENT:** Public Works - Engineering

**PROJECT BEGIN DATE:** FY 20/21                      **ESTIMATED COMPLETION:** FY 21/22

**PROJECT DESCRIPTION:**

The following parking lots to receive treatments include the Fire Station parking lot on Donner Pass Road, the paid parking lot next to the Depot, and the paid parking lot next to the diner on West River Street.

**REASON FOR OR BENEFITS OF PROJECT:**

Parking lots need periodic treatment to seal surfaces and prolong the useful life of the pavement.

**OPERATIONAL COST IMPACTS:**

Reduced operational costs as a result of improved parking lot surfaces and pavement preservation.

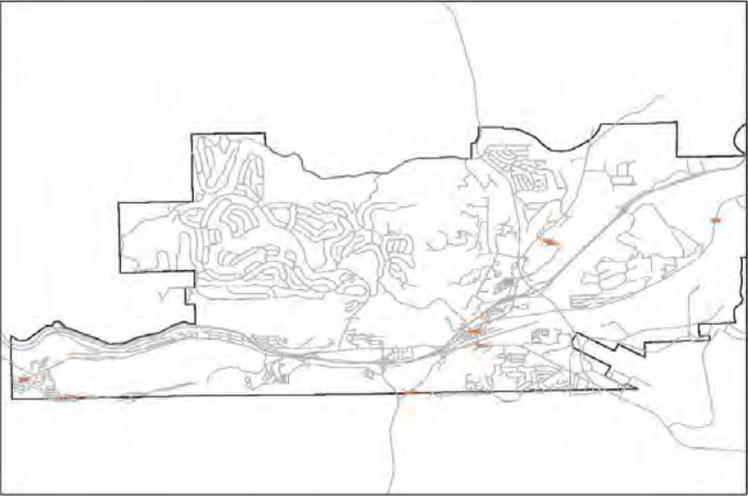
FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Parking Fund	\$ -	\$ 5,000	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ -</b>	<b>\$ 30,000</b>	<b>\$ -</b>	<b>\$ 30,000</b>				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Design & Construction	\$ -	\$ 5,000	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ -</b>	<b>\$ 30,000</b>	<b>\$ -</b>	<b>\$ 30,000</b>				

**2020 Bridge Maintenance Project**

**C2007**

**PROJECT CATEGORY:** Pavement Maintenance Projects  
**RESPONSIBLE DEPARTMENT:** Public Works - Engineering  
**PROJECT BEGIN DATE:** FY 19/20                      **ESTIMATED COMPLETION:** FY 20/21



**PROJECT DESCRIPTION:**  
 Maintenance and repair project for Town maintained bridges consistent with recommendations contained in the Caltrans Structure Maintenance & Investigations Bridge Inspection Reports. Work to include concrete repair, corrosion control, and erosion control on eight bridges.

**REASON FOR OR BENEFITS OF PROJECT:**  
 Bridge systems need periodic treatment to maintain and improve structure.

**OPERATIONAL COST IMPACTS**  
 Reduced operational costs as a result of improved bridge structures and bridge deck preservation.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Measure V Sales Tax Fund	\$ -	\$ -	\$ 15,000	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 140,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,000</b>	<b>\$ 125,000</b>	<b>\$ -</b>	<b>\$ 140,000</b>				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Design	\$ -	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000
Construction	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Construction Management	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,000</b>	<b>\$ 125,000</b>	<b>\$ -</b>	<b>\$ 140,000</b>				

**2021 Slurry Seal Project**

**C2101**

**PROJECT CATEGORY:** Pavement Maintenance Projects

**RESPONSIBLE DEPARTMENT:** Public Works - Engineering

**PROJECT BEGIN DATE:** FY 20/21                      **ESTIMATED COMPLETION:** FY 21/22

**PROJECT DESCRIPTION:**

Slurry seal of selected roads based on the 2018 Pavement Management Program. Prior to the development of final slurry seal plans, field observations will be used in conjunction with the Pavement Management Program to determine which roads will ultimately be sealed. Refer to the 2018 Pavement Management Program for a detailed list of proposed streets.

**REASON FOR OR BENEFITS OF PROJECT:**

Road systems need periodic treatment to seal surfaces and prolong the useful life of roadway pavement.

**OPERATIONAL COST IMPACTS:**

Reduced operational costs as a result of improved roadway surfaces and pavement preservation.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Measure V Sales Tax Fund	\$ -	\$ -	\$ -	\$ 5,000	\$ 745,000	\$ -	\$ -	\$ -	\$ -	\$ 750,000
Tahoe Donner TSSA Fund	\$ -	\$ -	\$ -	\$ -	\$ 215,000	\$ -	\$ -	\$ -	\$ -	\$ 215,000
Glenshire TSSA Fund	\$ -	\$ -	\$ -	\$ -	\$ 79,000	\$ -	\$ -	\$ -	\$ -	\$ 79,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ 1,039,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,044,000</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Design & Construction	\$ -	\$ -	\$ -	\$ 5,000	\$ 1,039,000	\$ -	\$ -	\$ -	\$ -	\$ 1,044,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ 1,039,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,044,000</b>

\* Assumes \$200/ton slurry, 18 lbs./yd<sup>2</sup> spread rate and pavement markings are replaced on major roadways.

**2021 Trails Seal Coat Project**

**C2104**

**PROJECT CATEGORY:** Pavement Maintenance Projects

**RESPONSIBLE DEPARTMENT:** Public Works - Engineering

**PROJECT BEGIN DATE:** FY 19/20                      **ESTIMATED COMPLETION:** FY 20/21

**PROJECT DESCRIPTION:**

The following trails are scheduled for seal coating: Truckee River Legacy Trail, Brockway Road Trail, Trout Creek Trail, Public Service Center trails and Frishman Hollow trail. The trailhead parking areas on Glenshire Drive, East River Street and Northwood's Boulevard will also receive seal coat treatments as part of the project.

**REASON FOR OR BENEFITS OF PROJECT:**

Trail systems need periodic treatment to seal surfaces and prolong the useful life of the pavement.

**OPERATIONAL COST IMPACTS:**

Reduced operational costs as a result of improved trail surfaces and pavement preservation.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Measure R Sales Tax Fund	\$ -	\$ 5,000	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ -</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ 150,000</b>				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Design & Construction	\$ -	\$ 5,000	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ -</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ 150,000</b>				

**2017 Flood Damage Repair**

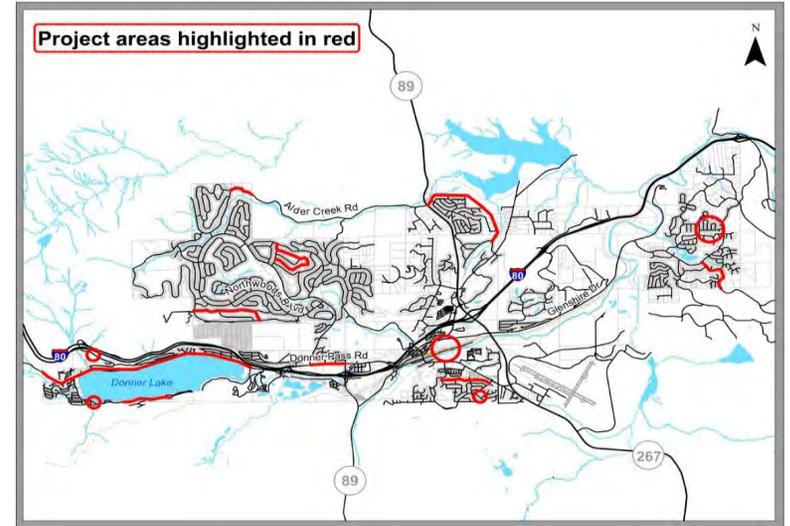
**C1713**

**PROJECT CATEGORY:** Pavement Maintenance Projects  
**RESPONSIBLE DEPARTMENT:** Public Works - Engineering  
**PROJECT BEGIN DATE:** FY 17/18 **ESTIMATED COMPLETION:** FY 20/21

**PROJECT DESCRIPTION:**  
 Repair of any roadway, trail or drainage infrastructure throughout Town damaged as a result of flooding. Also includes clean-up of downed trees and other debris. Due to the length of the State of California Office of Emergency Services (OES) process, expenses may be funded originally from Measure V and then refunded from OES during the following year. Damage on South Shore Drive occurred on both sides of the county line (Placer and Nevada). Since the majority of the repair work was on the Placer County side of the line, Placer County took lead on the repair work. They will work with work with OES on receiving reimbursement and will bill the Town for our share of the work.

**REASON FOR OR BENEFITS OF PROJECT:**  
 Restore any flood damaged town infrastructure back to a properly functioning state.

**OPERATIONAL COST IMPACTS:**  
 None.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
OES	\$ 281,360	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 281,360
Measure V Sales Tax Fund	\$ 258,306	\$ 5,000	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 328,306
General Fund	\$ 3,060	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,060
<b>TOTAL:</b>	<b>\$ 542,726</b>	<b>\$ 5,000</b>	<b>\$ -</b>	<b>\$ 70,000</b>	<b>\$ -</b>	<b>\$ 612,726</b>				

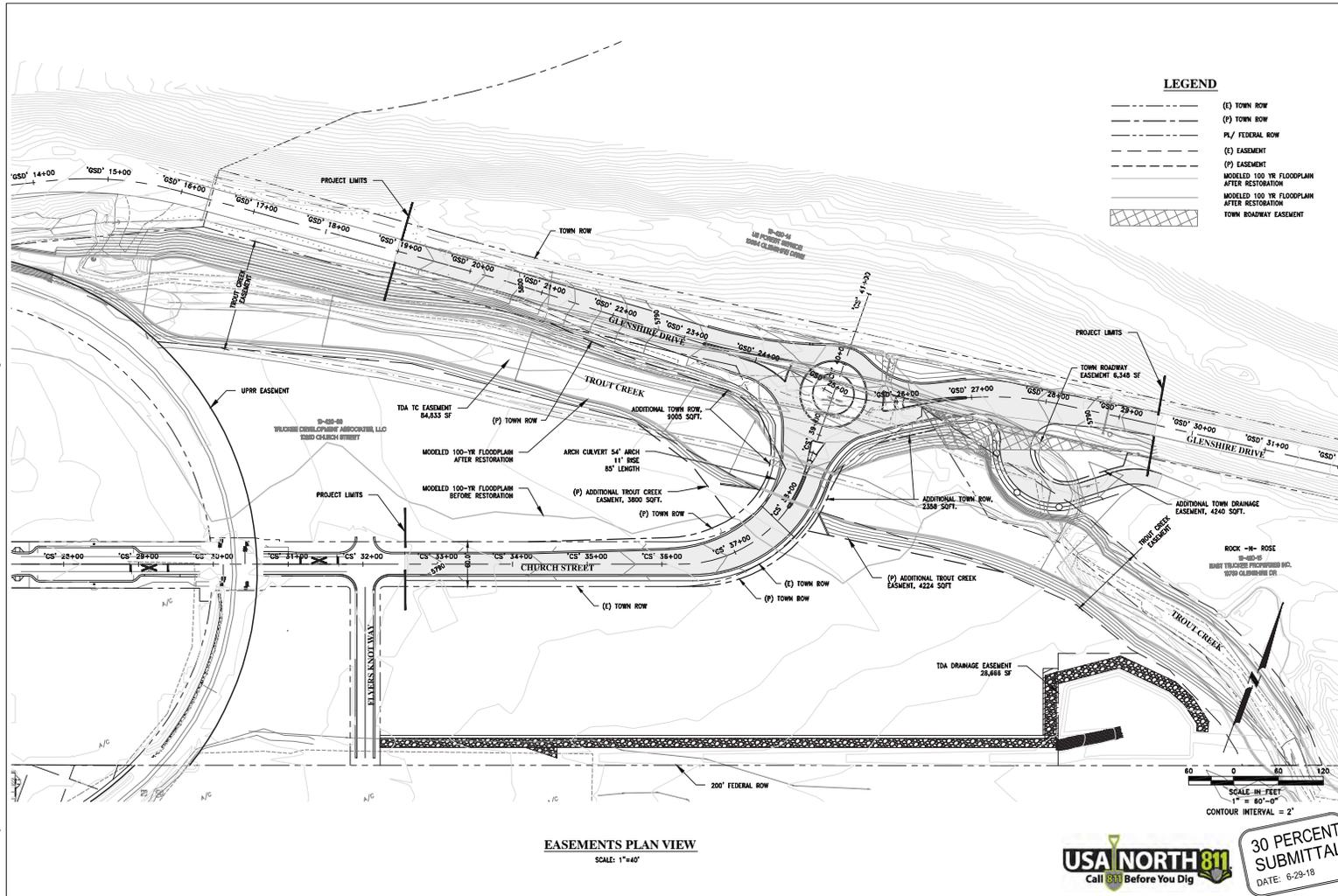
EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Construction	\$ 542,726	\$ 5,000	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 612,726
<b>TOTAL:</b>	<b>\$ 542,726</b>	<b>\$ 5,000</b>	<b>\$ -</b>	<b>\$ 70,000</b>	<b>\$ -</b>	<b>\$ 612,726</b>				

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# ROADWAY & WATER QUALITY IMPROVEMENT PROJECTS

7/2/2018 4:35 PM

P:\2017 Projects\17132 - Church Street to Glenshire\ACAD\SHEETS\17132\_EASEMENTS.dwg



**EASEMENTS PLAN VIEW**  
SCALE: 1"=40'

**LEGEND**

- (C) TOWN ROW
- (P) TOWN ROW
- PL/ FEDERAL ROW
- (C) EASEMENT
- (P) EASEMENT
- MODELED 100 YR FLOODPLAIN AFTER RESTORATION
- MODELED 100 YR FLOODPLAIN AFTER RESTORATION
- TOWN ROADWAY EASEMENT

REV.	DATE	REVISIONS
1		
2		
3		
4		
5		

**PROJECT**  
CHURCH EXTENSION TO GLENSHIRE  
SITE PLAN & EASEMENTS

**TOWN OF TRUCKEE**  
10183 TRUCKEE AIRPORT ROAD  
TRUCKEE, CA 96161

**EASTERN SIERRA ENGINEERING**  
CIVIL ENGINEERING & CONSTRUCTION SERVICES  
10000 W. STATE ST. SUITE 100  
TRUCKEE, CA 96161  
PHONE: 530.426.8888

**SCALE**  
6-29-18  
PROJECT NO. 17132  
SHEET NO. C4 OF 20

**30 PERCENT SUBMITTAL**  
DATE: 6-29-18

**USA NORTH 811**  
Call 811 Before You Dig

# Pioneer Trail & Bridge Street Extension

C1503

**PROJECT CATEGORY:** Roadway & Water Quality Improvement Projects  
**RESPONSIBLE DEPARTMENT:** Public Works - Engineering  
**PROJECT BEGIN DATE:** FY 20/21 **ESTIMATED COMPLETION:** FY 24/25

**PROJECT DESCRIPTION:**  
 Construction of a new access road linking Tahoe Donner to SR 89 north/SR 267 via an extension of Pioneer Trail as well as a connection to Downtown Truckee via a Bridge Street extension using the Trout Creek I-80 underpass.

**REASON FOR OR BENEFITS OF PROJECT:**  
 Provide a third access to and from Tahoe Donner, reduce congestion on Donner Pass Road and support development. Project is identified by the General Plan.

**OPERATIONAL COST IMPACTS**

Once built it will add approximately 3-4 miles of roadway to the Town maintained roads. Average annual cost for maintenance and replacement would be \$150,000 - \$200,000 per year.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Tahoe Donner TSSA Fund	\$ -	\$ -	\$ -	\$ 150,000	\$ 325,000	\$ 325,000	\$ -	\$ -	\$ -	\$ 800,000
Traffic Impact Fees Fund	\$ -	\$ -	\$ -	\$ 150,000	\$ 325,000	\$ 325,000	\$ -	\$ -	\$ -	\$ 800,000
Unfunded	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,500,000	\$ 10,500,000	\$ -	\$ 21,000,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ 650,000</b>	<b>\$ 650,000</b>	<b>\$ 10,500,000</b>	<b>\$ 10,500,000</b>	<b>\$ -</b>	<b>\$ 22,600,000</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Design	\$ -	\$ -	\$ -	\$ 300,000	\$ 650,000	\$ 650,000	\$ -	\$ -	\$ -	\$ 1,600,000
Construction*	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,500,000	\$ 10,500,000	\$ -	\$ 21,000,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ 650,000</b>	<b>\$ 650,000</b>	<b>\$ 10,500,000</b>	<b>\$ 10,500,000</b>	<b>\$ -</b>	<b>\$ 22,600,000</b>

# Miscellaneous Curb & Gutter Replacement

C1508

**PROJECT CATEGORY:** Roadway & Water Quality Improvement Projects  
**RESPONSIBLE DEPARTMENT:** Public Works - Engineering  
**PROJECT BEGIN DATE:** FY 15/16 **ESTIMATED COMPLETION:** Ongoing



**PROJECT DESCRIPTION:**  
 The project will replace curb and gutter at various locations around Town. In particular, curb and gutter replacement will occur concurrent with sidewalk replacement projects initiated by private property owners as required by the streets and highways code. The Brickelltown funding is for a repair to the paver crosswalk between Cabona's and the Depot.

**REASON FOR OR BENEFITS OF PROJECT:**  
 Improve roadway infrastructure and drainage.

**OPERATIONAL COST IMPACTS:**  
 Reduced operation costs as a result of improved roadway infrastructure.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Measure V Sales Tax Fund	\$ 87,106	\$ 100,000	\$ 90,474	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000		\$ 302,580
Brickelltown CFD	\$ -	\$ -	\$ 4,526	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 4,526
<b>TOTAL:</b>	<b>\$ 87,106</b>	<b>\$ 100,000</b>	<b>\$ 95,000</b>	<b>\$ 25,000</b>	<b>Ongoing</b>	<b>\$ 307,106</b>				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Construction	\$ 87,106	\$ 100,000	\$ 95,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000		\$ 307,106
<b>TOTAL:</b>	<b>\$ 87,106</b>	<b>\$ 100,000</b>	<b>\$ 95,000</b>	<b>\$ 25,000</b>	<b>Ongoing</b>	<b>\$ 307,106</b>				

# Coldstream Road/Donner Creek Crossing Structure Replacement

C1607

**PROJECT CATEGORY:** Roadway & Water Quality Improvement Projects  
**RESPONSIBLE DEPARTMENT:** Public Works - Engineering  
**PROJECT BEGIN DATE:** FY 17/18 **ESTIMATED COMPLETION:** FY 20/21

**PROJECT DESCRIPTION:**

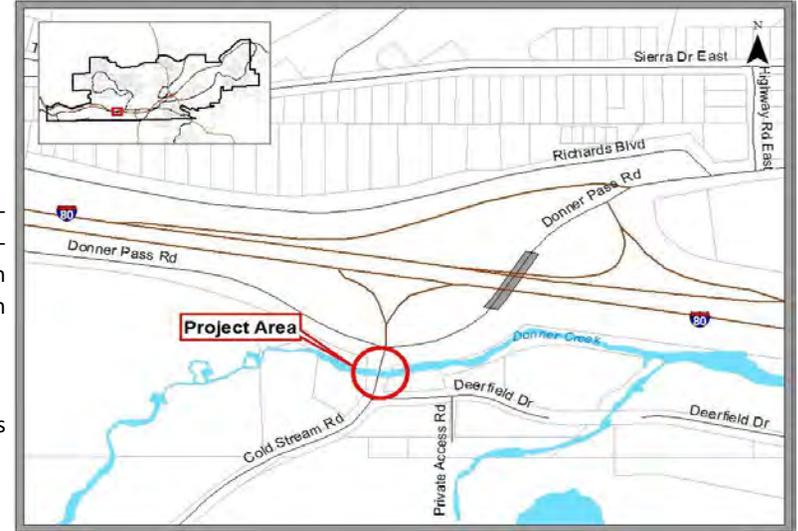
Coldstream Road bridge over Donner Creek is deteriorating. Project includes coordinating a replacement bridge and PC-1 infrastructure, assuming PC-1 is leading the design effort on this project in conjunction with design of the adjacent I-80 Eastbound/Donner Pass Road roundabout. Cost of construction is included in dollar values below with a portion shared by the PC-1 developer. Town will pursue grant funds as an alternative to Developer Funding for the stream restoration portion of the project.

**REASON FOR OR BENEFITS OF PROJECT:**

Replaces Town's aging culvert with bridge across Donner Creek to increase flood capacity and reduce erosion. Restores a portion of Donner Creek adjacent to the new bridge.

**OPERATIONAL COST IMPACTS:**

None.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Measure V Sales Tax Fund	\$ 123,489	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 123,489
Traffic Impact Fees Fund	\$ 14,594	\$ 100,000	\$ 225,000	\$ 648,406	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 888,000
General Fund	\$ 58,377	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 58,377
Developer Funding	\$ 48,020	\$ 300,000	\$ -	\$ 551,980	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600,000
IRWM Funding	\$ -	\$ -	\$ -	\$ 467,468	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 467,468
SB1 Programmatic Funding	\$ -	\$ -	\$ -	\$ 262,666	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 262,666
<b>TOTAL:</b>	<b>\$ 244,480</b>	<b>\$ 1,000,000</b>	<b>\$ 225,000</b>	<b>\$ 1,930,520</b>	<b>\$ -</b>	<b>\$ 2,400,000</b>				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Design	\$ 244,480	\$ -	\$ 131,900	\$ 23,620	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,000
Construction	\$ -	\$ 1,000,000	\$ 93,100	\$ 1,906,900	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000
<b>TOTAL:</b>	<b>\$ 244,480</b>	<b>\$ 1,000,000</b>	<b>\$ 225,000</b>	<b>\$ 1,930,520</b>	<b>\$ -</b>	<b>\$ 2,400,000</b>				

# Church Street Extension/Trout Creek Restoration Reach 4 and 5

C1804

**PROJECT CATEGORY:** Roadway & Water Quality Improvement Projects  
**RESPONSIBLE DEPARTMENT:** Public Works - Engineering  
**PROJECT BEGIN DATE:** FY 17/18 **ESTIMATED COMPLETION:** FY 24/25  
**NEXUS AMOUNT:** 100% \$ 6,089,323

**PROJECT DESCRIPTION:**

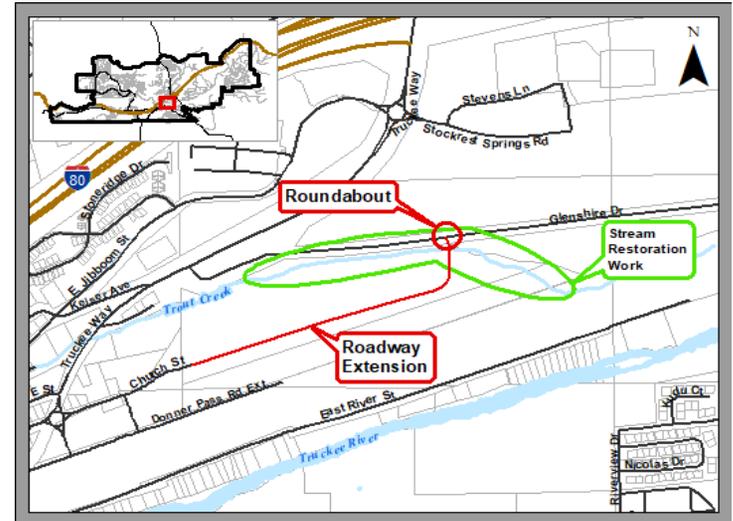
Planning, design, and construction of the Town's portion of the extension of Church Street from the balloon track in the Railyard development to Glenshire Drive. Project includes the restoration of Trout Creek, a bridge over Trout Creek and a roundabout at the Glenshire Drive/Church Street Extension intersection.

**REASON FOR OR BENEFITS OF PROJECT:**

Traffic capacity and stream restoration improvements to improve water quality, ecological value, 100-year flood protection and aesthetical value of creek.

**OPERATIONAL COST IMPACTS:**

To be determined.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Traffic Impact Fees Fund	\$ 317,323	\$ 10,000	\$ 20,000	\$ 1,950,000	\$ 3,779,500	\$ 9,000	\$ 9,000	\$ 4,500	\$ -	\$ 6,089,323
Facilities Impact Fees - Storm Drainage	\$ 86,480	\$ 60,000	\$ 55,000	\$ 200,000	\$ 10,500	\$ 21,000	\$ 21,000	\$ 10,500	\$ -	\$ 404,480
DWR Grant - Urban Streams	\$ -	\$ -	\$ -	\$ 350,000	\$ 650,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
CDFW Grant	\$ -	\$ -	\$ -	\$ 300,000	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -	\$ 2,300,000
<b>TOTAL:</b>	<b>\$ 403,803</b>	<b>\$ 70,000</b>	<b>\$ 75,000</b>	<b>\$ 2,800,000</b>	<b>\$ 6,440,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 15,000</b>	<b>\$ -</b>	<b>\$ 9,793,803</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Engineering and Permitting	\$ 403,803	\$ 70,000	\$ 50,000	\$ 425,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 878,803
Construction*	\$ -	\$ -	\$ -	\$ 2,375,000	\$ 6,425,000	\$ -	\$ -	\$ -	\$ -	\$ 8,800,000
Prepare Grant Applications	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000
Post Construction Creek Monitoring	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ 30,000	\$ 30,000	\$ 15,000	\$ -	\$ 90,000
<b>TOTAL:</b>	<b>\$ 403,803</b>	<b>\$ 70,000</b>	<b>\$ 75,000</b>	<b>\$ 2,800,000</b>	<b>\$ 6,440,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 15,000</b>	<b>\$ -</b>	<b>\$ 9,793,803</b>

# 2020 Guardrail Upgrade Project

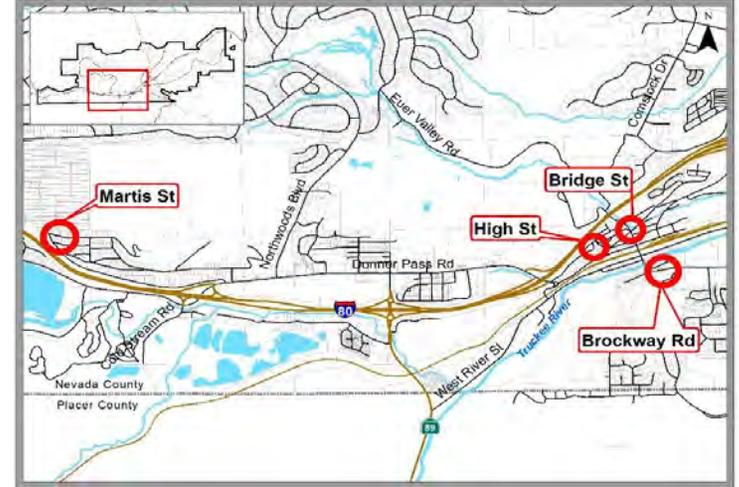
C1915

**PROJECT CATEGORY:** Roadway & Water Quality Improvement Projects  
**RESPONSIBLE DEPARTMENT:** Public Works - Engineering  
**PROJECT BEGIN DATE:** FY 19/20 **ESTIMATED COMPLETION:** FY 20/21

**PROJECT DESCRIPTION:**  
 Replace guardrails at five locations in Town, including High Street (two locations), Martis Street, Dulzura Street, and Brockway Road.

**REASON FOR OR BENEFITS OF PROJECT:**  
 The guardrails identified have been damaged over the years and are in need of replacement.

**OPERATIONAL COST IMPACTS:**  
 Reduced maintenance cost resulting from the replacement of the guardrails primarily using grant funds.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Federal HSIP Grant	\$ -	\$ 393,120	\$ -	\$ 393,120	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 393,120
Measure V Sales Tax Fund	\$ -	\$ 58,680	\$ 15,000	\$ 63,680	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 78,680
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ 451,800</b>	<b>\$ 15,000</b>	<b>\$ 456,800</b>	<b>\$ -</b>	<b>\$ 471,800</b>				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Design	\$ -	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000
Construction	\$ -	\$ 436,800	\$ -	\$ 456,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 456,800
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ 451,800</b>	<b>\$ 15,000</b>	<b>\$ 456,800</b>	<b>\$ -</b>	<b>\$ 471,800</b>				

# ROUNDBABOUT & INTERSECTION IMPROVEMENT PROJECTS



# Northwoods Boulevard/Donner Pass Road Roundabout

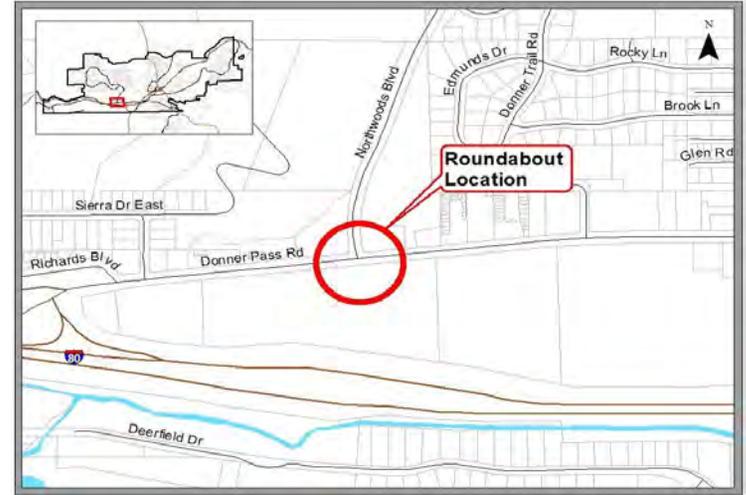
C1608

**PROJECT CATEGORY:** Roundabout & Intersection Projects  
**RESPONSIBLE DEPARTMENT:** Public Works - Engineering  
**PROJECT BEGIN DATE:** FY 16/17 **ESTIMATED COMPLETION:** FY 21/22

**PROJECT DESCRIPTION:**  
 Design and construction of a roundabout at the intersection of Donner Pass Road and Northwoods Boulevard. Additional expense incurred in FY18/19 for land acquired from private property owner and TTUSD. The funded portion of construction is to construct sidewalks in front of the elementary school.

**REASON FOR OR BENEFITS OF PROJECT:**  
 Project will provide an overall increase in level of service to this intersection.

**OPERATIONAL COST IMPACTS:**  
 Anticipated annual maintenance cost of \$10,000 for landscaping and lighting.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
General Fund	\$ 547,286	\$ 280,000	\$ 26,250	\$ 23,750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 597,286
Private Contributions	\$ 200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200
Unfunded	\$ -	\$ 780,000	\$ -	\$ 995,000	\$ 3,560,000	\$ -	\$ -	\$ -	\$ -	\$ 4,555,000
<b>TOTAL:</b>	<b>\$ 547,486</b>	<b>\$ 1,060,000</b>	<b>\$ 26,250</b>	<b>\$ 1,018,750</b>	<b>\$ 3,560,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,152,486</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Right-of-Way Acquisition	\$ 532,537	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 532,537
Planning & Design	\$ 14,949	\$ 280,000	\$ 26,250	\$ 253,750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 294,949
Construction Management	\$ -	\$ 30,000	\$ -	\$ 25,000	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 85,000
Construction	\$ -	\$ 750,000	\$ -	\$ 740,000	\$ 3,500,000	\$ -	\$ -	\$ -	\$ -	\$ 4,240,000
<b>TOTAL:</b>	<b>\$ 547,486</b>	<b>\$ 1,060,000</b>	<b>\$ 26,250</b>	<b>\$ 1,018,750</b>	<b>\$ 3,560,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,152,486</b>

# Stockrest Springs/Truckee Way/East Jibboom St Roundabout

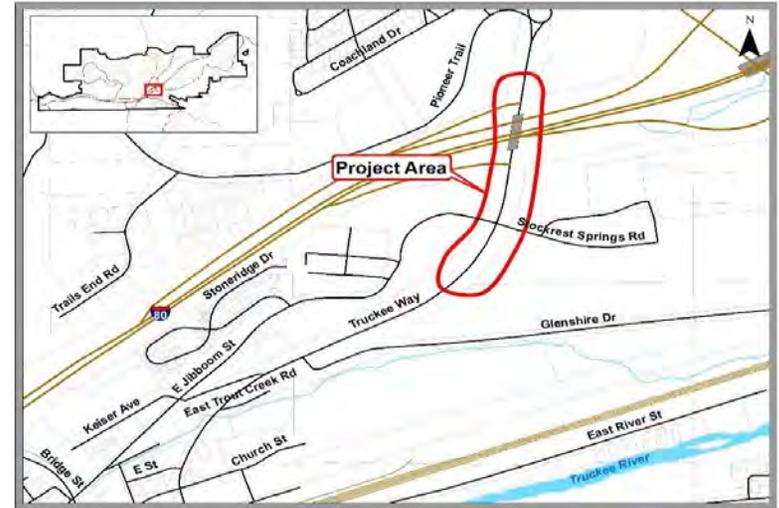
C1612

**PROJECT CATEGORY:** Roundabout & Intersection Projects  
**RESPONSIBLE DEPARTMENT:** Public Works - Engineering  
**PROJECT BEGIN DATE:** FY 17/18 **ESTIMATED COMPLETION:** FY 20/21

**PROJECT DESCRIPTION:**  
 Final design and construction of a single-lane roundabout at the intersection of Truckee Way, Stockrest Springs, and East Jibboom Street. Work to include a pedestrian connection across I-80 as well as new street light installation and landscaping.

**REASON FOR OR BENEFITS OF PROJECT:**  
 Project will provide an overall increase in the level of service to this intersection. Project would also provide pedestrian and bicycle connectivity north along the west side of Truckee Way across the Interstate 80 interchange.

**OPERATIONAL COST IMPACTS:**  
 Anticipated annual maintenance cost of \$10,000 for landscaping, lighting and sidewalks snow removal.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
General Fund Housing Designation	\$ 255,543	\$ 1,699,332	\$ 1,744,457	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000
Developer Funding	\$ -	\$ 80,000	\$ 10,000	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80,000
General Fund	\$ -	\$ 1,550,000	\$ 1,429,875	\$ 6,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,435,875
Measure V Sales Tax Fund	\$ 3,011	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 203,011
<b>TOTAL:</b>	<b>\$ 258,554</b>	<b>\$ 3,529,332</b>	<b>\$ 3,384,332</b>	<b>\$ 76,000</b>	<b>\$ -</b>	<b>\$ 3,718,886</b>				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Design/Environmental Permitting	\$ 258,554	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 283,554
Transit Shelter	\$ -	\$ 80,000	\$ 10,000	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80,000
Construction	\$ -	\$ 3,424,332	\$ 3,349,332	\$ 6,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,355,332
<b>TOTAL:</b>	<b>\$ 258,554</b>	<b>\$ 3,529,332</b>	<b>\$ 3,384,332</b>	<b>\$ 76,000</b>	<b>\$ -</b>	<b>\$ 3,718,886</b>				

# I-80/Donner Pass Road/Coldstream Road Roundabout

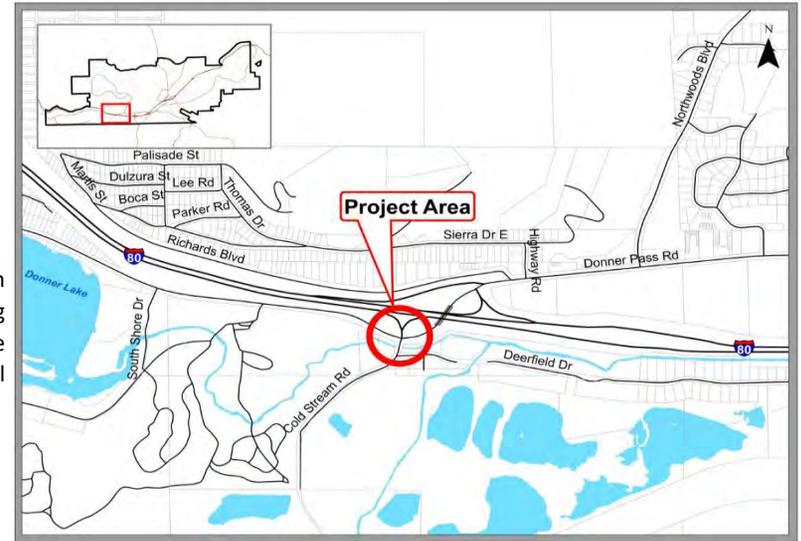
C1712

**PROJECT CATEGORY:** Roundabout & Intersection Projects  
**RESPONSIBLE DEPARTMENT:** Public Works - Engineering  
**PROJECT BEGIN DATE:** FY 16/17 **ESTIMATED COMPLETION:** FY 21/22  
**NEXUS AMOUNT:** \$ 450,000

**PROJECT DESCRIPTION:**  
 Design and construction of a single-lane roundabout at the intersection of Interstate 80/Donner Pass Road/Coldstream Road. The Developer will act as a conduit in securing Affordable Housing Sustainable Communities (AHSC) grant funding in the amount of \$1.3 million for the project. Developer will also finance construction costs up to \$3,060,000, and the Town will reimburse the costs using AB1600 Traffic Impact Fees (at a minimum of 15% of the total costs per year until repaid).

**REASON FOR OR BENEFITS OF PROJECT:**  
 Project will provide an overall improvement to the level of service at this intersection.

**OPERATIONAL COST IMPACTS:**  
 Anticipated annual maintenance cost of \$10,000 for landscaping, lighting, and sidewalk snow removal.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Traffic Impact Fees Fund	\$ 128,124	\$ 187,500	\$ 160,000	\$ 261,876	\$ -	\$ 459,000	\$ 459,000	\$ 459,000	\$ 1,683,000	\$ 3,610,000
Developer Funding	\$ -	\$ -	\$ -	\$ 2,180,000	\$ 2,180,000	\$ (459,000)	\$ (459,000)	\$ (459,000)	\$ (1,683,000)	\$ 1,300,000
<b>TOTAL:</b>	<b>\$ 128,124</b>	<b>\$ 187,500</b>	<b>\$ 160,000</b>	<b>\$ 2,441,876</b>	<b>\$ 2,180,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,910,000</b>

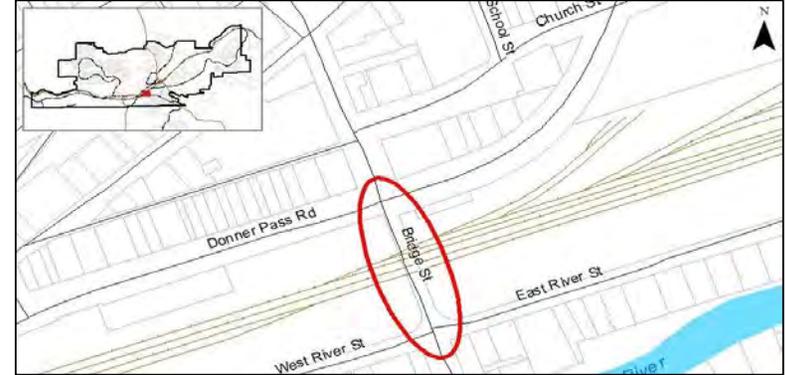
\* Affordable Housing and Sustainable Community Grant Funds (AHSC Program Funds)

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Design & Permitting	\$ 128,124	\$ 187,500	\$ 160,000	\$ 261,876	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 550,000
Construction	\$ -	\$ -	\$ -	\$ 2,180,000	\$ 2,180,000	\$ -	\$ -	\$ -	\$ -	\$ 4,360,000
<b>TOTAL:</b>	<b>\$ 128,124</b>	<b>\$ 187,500</b>	<b>\$ 160,000</b>	<b>\$ 2,441,876</b>	<b>\$ 2,180,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,910,000</b>

# Reimagine Bridge Street

C1805

**PROJECT CATEGORY:** Roundabout & Intersection Projects  
**RESPONSIBLE DEPARTMENT:** Public Works - Engineering  
**PROJECT BEGIN DATE:** FY 17/18 **ESTIMATED COMPLETION:** FY 22/23  
**NEXUS AMOUNT:** 100% \$ 4,660,004



**PROJECT DESCRIPTION:**  
 Evaluation, design and construction of improvements to the Bridge Street/Donner Pass Road and Bridge Street/West River Street intersections. Improvements are anticipated to include traffic signals, sidewalks, crosswalks, pre-emption infrastructure, and railroad gates. Project goals consider traffic capacity, pedestrian/bicycle facilities, safety, aesthetics, and ability to implement a Union Pacific Railroad "Quiet Zone".

**REASON FOR OR BENEFITS OF PROJECT:**  
 Traffic capacity and pedestrian improvements.

**OPERATIONAL COST IMPACTS:**  
 Anticipated annual maintenance cost of \$10,000 for landscaping, lighting, and sidewalk snow removal.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Traffic Impact Fees Fund	\$ 260,004	\$ 300,000	\$ 300,000	\$ 600,000	\$ 1,800,000	\$ 1,700,000	\$ -	\$ -	\$ -	\$ 4,660,004
<b>TOTAL:</b>	<b>\$ 260,004</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 600,000</b>	<b>\$ 1,800,000</b>	<b>\$ 1,700,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,660,004</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Planning & Design	\$ 260,004	\$ 300,000	\$ 300,000	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,060,004
Acquisition	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ 1,800,000	\$ 1,700,000	\$ -	\$ -	\$ -	\$ 3,500,000
<b>TOTAL:</b>	<b>\$ 260,004</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 600,000</b>	<b>\$ 1,800,000</b>	<b>\$ 1,700,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,660,004</b>

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# STREAM RESTORATION & WATER QUALITY IMPROVEMENT PROJECTS



# Trout Creek Restoration - Reach 1, Phase 2 Final Design & Construction

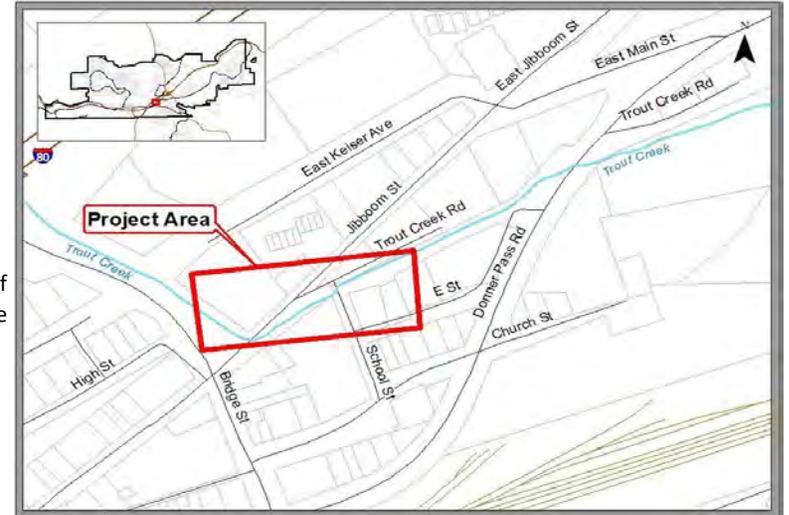
C1704

**PROJECT CATEGORY:** Stream Restoration & Water Quality Improvement Projects  
**RESPONSIBLE DEPARTMENT:** Public Works - Engineering  
**PROJECT BEGIN DATE:** FY 22/23 **ESTIMATED COMPLETION:** FY 24/25  
**MONITORING COMPLETION:** FY 26/27

**PROJECT DESCRIPTION:**  
 Plans, specifications and estimates (PS&E), permitting, construction, and monitoring of Reach 1, Phase 2 portion of project (approximately 500 feet, including School Street and Jibboom Street bridges and area adjacent to Truckee Donner Recreation and Parks District Community Arts Center).

**REASON FOR OR BENEFITS OF PROJECT:**  
 Improve water quality, ecological value, 100-year flood protection, and recreational and aesthetic value of creek.

**OPERATIONAL COST IMPACTS:**  
 None.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unfunded Grant Source	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 70,000	\$ 225,000	\$ 3,230,000	\$ 60,000	\$ 3,585,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 70,000</b>	<b>\$ 225,000</b>	<b>\$ 3,230,000</b>	<b>\$ 60,000</b>	<b>\$ 3,585,000</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Right-of-Way Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ 70,000
Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ 25,000
Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ 200,000
Construction*	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,200,000	\$ -	\$ 3,200,000
Monitoring & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 60,000	\$ 90,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 70,000</b>	<b>\$ 225,000</b>	<b>\$ 3,230,000</b>	<b>\$ 60,000</b>	<b>\$ 3,585,000</b>

# Tahoe Donner Drainage Maintenance Project

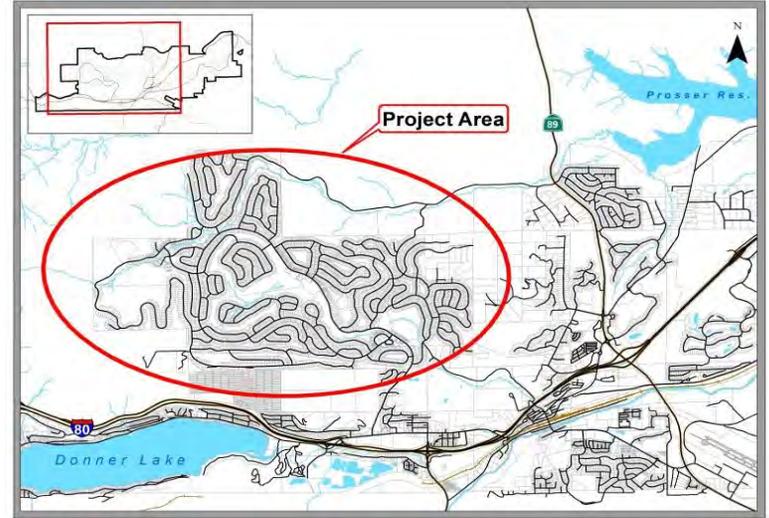
C2004

**PROJECT CATEGORY:** Stream Restoration & Water Quality Improvement Projects  
**RESPONSIBLE DEPARTMENT:** Public Works - Engineering  
**PROJECT BEGIN DATE:** FY 20/21 **ESTIMATED COMPLETION:** FY 21/22

**PROJECT DESCRIPTION:**  
 This project will maintain various cross country drainage courses throughout Tahoe Donner. The project also includes an evaluation of existing drainage courses, identification of existing easements, and establishment of maintenance responsibility for various drainage courses through Tahoe Donner.

**REASON FOR OR BENEFITS OF PROJECT:**  
 Improve water quality and roadway drainage and preserve property.

**OPERATIONAL COST IMPACTS:**  
 Reduced operational costs as a result of improved roadway drainage.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Tahoe Donner TSSA Fund	\$ -	\$ -	\$ -	\$ 30,000	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 530,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 30,000</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 530,000</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Design	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 30,000</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 530,000</b>

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# STREETSCAPE IMPROVEMENT PROJECTS



**Envision DPR Corridor Improvement - Western Segment Phase 1**

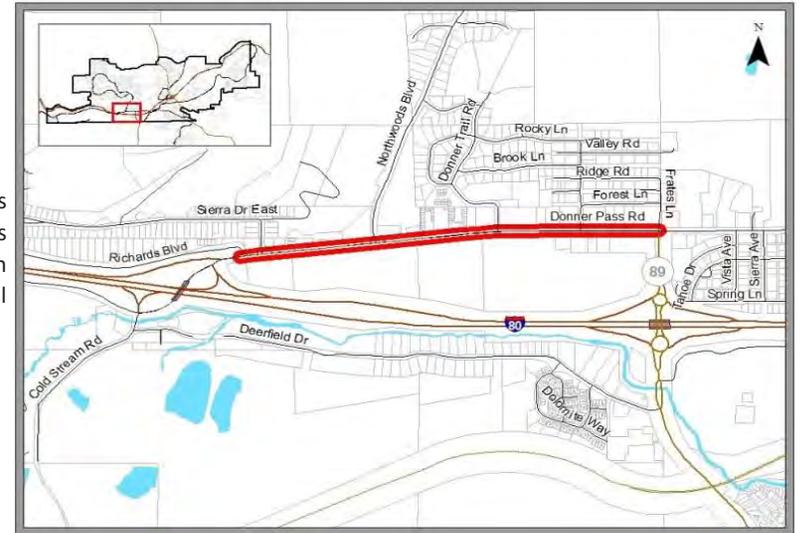
**C1407**

**PROJECT CATEGORY:** Streetscape Improvement Projects  
**RESPONSIBLE DEPARTMENT:** Public Works - Engineering  
**PROJECT BEGIN DATE:** FY 16/17 **ESTIMATED COMPLETION:** FY 19/20

**PROJECT DESCRIPTION:**  
 Construct Phase 1 sidewalk and pedestrian crossing enhancements along Donner Pass Road between Richards Boulevard and Frates Lane. Project will include drainage improvements and landscaping along the corridor. Project is splitting drainage improvement costs with Western Segment Utility Undergrounding. Contributions are expected from the Truckee Fire Protection District (\$97,600) and the Truckee Tahoe Unified School District (\$125,860). Town staff will work with other utilities to get reimbursement for the remaining \$27,225.

**REASON FOR OR BENEFITS OF PROJECT:**  
 Provide consistent pedestrian facilities along Donner Pass Road.

**OPERATIONAL COST IMPACTS:**  
 Ongoing sidewalk and crossing maintenance expense once constructed. Current Council policy would require the formation of a Community Facilities Maintenance District to fund ongoing maintenance.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Federal HSIP Grant	\$ 279,830	\$ 607,500	\$ 927,670	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,207,500
Federal HIP Funds	\$ -	\$ -	\$ 202,827	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 202,827
RSTP Funds	\$ 136,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 136,000
Measure V Sales Tax Fund	\$ 1,019,000	\$ 1,335,000	\$ 1,335,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,354,000
Intergovernmental Contributions	\$ -	\$ -	\$ 223,460	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 223,460
Utility Reimbursement	\$ -	\$ 128,475	\$ 27,225	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 27,225
General Fund	\$ 374,527	\$ 2,673,030	\$ 2,429,461	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,803,988
<b>TOTAL:</b>	<b>\$ 1,809,357</b>	<b>\$ 4,744,005</b>	<b>\$ 5,145,643</b>	<b>\$ -</b>	<b>\$ 6,955,000</b>					

\* Regional Surface Transportation Program (RSTP Funds)

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Prior Years' Expenditures	\$ 564,990									\$ 564,990
Design	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000
Construction Management	\$ 25,000	\$ 75,000	\$ 154,005	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 179,005
Construction	\$ 1,144,367	\$ 4,669,005	\$ 4,991,638	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,136,005
<b>TOTAL:</b>	<b>\$ 1,809,357</b>	<b>\$ 4,744,005</b>	<b>\$ 5,145,643</b>	<b>\$ -</b>	<b>\$ 6,955,000</b>					

# West River Street Streetscape Improvement Project

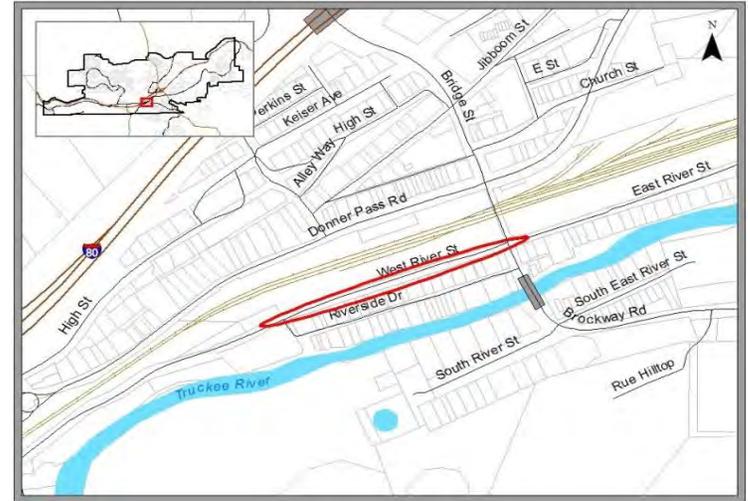
C1703

**PROJECT CATEGORY:** Streetscape Improvement Projects  
**RESPONSIBLE DEPARTMENT:** Public Works - Engineering  
**PROJECT BEGIN DATE:** FY 18/19 **ESTIMATED COMPLETION:** FY 23/24

**PROJECT DESCRIPTION:**  
 Design and construction of streetscape improvements (curb, gutter, sidewalk, landscaping, utility undergrounding, parking improvements) on West River Street from Bridge Street to Mill Street/Riverside Drive intersection. The Project has five components including: undergrounding utilities; Jax Diner parking lot improvements; north side sidewalk; south side sidewalk; and the Mill Street Parking lot. Construction includes one pedestrian median island. Acquisition of parking lot areas is budgeted in C1706 Town Property Acquisitions.

**REASON FOR OR BENEFITS OF PROJECT:**  
 Improving the roadway/streetscape connections in downtown.

**OPERATIONAL COST IMPACTS:**  
 Ongoing sidewalk and crossing maintenance expense once constructed. Current Council policy would require the formation of a Community Facilities Maintenance District to fund ongoing



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
General Fund	\$ 207,771	\$ -	\$ -	\$ 100,000	\$ -	\$ 1,300,000	\$ 2,500,000	\$ -	\$ -	\$ 4,107,771
AHSC Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ 500,000
Streetscape Designation	\$ -	\$ 300,000	\$ 250,000	\$ 300,000	\$ 200,000	\$ 1,250,000	\$ -	\$ -	\$ -	\$ 2,000,000
<b>TOTAL:</b>	<b>\$ 207,771</b>	<b>\$ 300,000</b>	<b>\$ 250,000</b>	<b>\$ 400,000</b>	<b>\$ 200,000</b>	<b>\$ 3,050,000</b>	<b>\$ 2,500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,607,771</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Planning & Design	\$ 207,771	\$ 300,000	\$ 250,000	\$ 400,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 1,057,771
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,050,000	\$ 2,500,000	\$ -	\$ -	\$ 5,550,000
<b>TOTAL:</b>	<b>\$ 207,771</b>	<b>\$ 300,000</b>	<b>\$ 250,000</b>	<b>\$ 400,000</b>	<b>\$ 200,000</b>	<b>\$ 3,050,000</b>	<b>\$ 2,500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,607,771</b>

# Railyard Development Agreement Implementations

C1711

**PROJECT CATEGORY:** Streetscape Improvement Projects

**RESPONSIBLE DEPARTMENT:** Public Works - Engineering

**PROJECT BEGIN DATE:** FY 17/18                      **ESTIMATED COMPLETION:** FY 23/24

**FINAL DEVELOPER PAYMENT:** FY 24/25

**NEXUS AMOUNT:** \$ 500,000



\* Funds a portion of the roundabout required to accommodate regional traffic growth.

**PROJECT DESCRIPTION:**

This project includes the Town's financial commitments associated with the implementation of the 2017 Railyard Master Plan Development Agreement. It includes the Town's financial obligations associated with a loan for the Artist Housing, the construction of a roundabout at the intersection of Donner Pass Road and Church Street, the development of a theatre, and the construction of a streetscape improvement associated with the Railyard Phase 1 infrastructure. Two additional projects are included as CIPs that contribute to the development of the Railyard, Church Street Extension (C1804) with an estimated cost of \$5.2 million and Bridge Street/West River Street/Donner Pass Road Intersection Improvements (C1805) with an estimated cost of \$4.6 million. Both of these projects are funded via the Traffic Impact Fees Fund (AB1600).

**REASON FOR OR BENEFITS OF PROJECT:**

The Railyard Project is beneficial to the economic health and vitality of the Town. The Project will keep and attract local business. Additionally, it will create jobs while providing housing opportunities and commercial uses to support such development. The Union Pacific Railroad offered the Town an easement for the Beacon lot which was executed during FY 18/19.

**OPERATIONAL COST IMPACTS:**

A streetscape Community Facilities District has been established to fund ongoing maintenance of the streetscape improvements. Due to the easement from the UPRR, the Town no longer has lease payments for the Beacon parking lot.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Affordable Housing In-Lieu Fund	\$ -	\$ 1,650,000	\$ 1,650,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,650,000
Traffic Impact Fees Fund	\$ 250,547	\$ -	\$ 18,840	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 269,387
Railyard Commitments Design.	\$ -	\$ 250,000	\$ -	\$ 250,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 500,000
Streetscape Designation	\$ 465,000	\$ 500,000	\$ 35,000	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
Parking Fund	\$ 141,205	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 141,205
<b>TOTAL:</b>	<b>\$ 856,752</b>	<b>\$ 2,400,000</b>	<b>\$ 1,703,840</b>	<b>\$ 750,000</b>	<b>\$ 50,000</b>	<b>\$ 3,560,592</b>				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Artist Housing	\$ -	\$ 1,650,000	\$ 1,650,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,650,000
DPR/Church Street RAB	\$ 250,547	\$ -	\$ 18,840	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 269,387
Theatre	\$ -	\$ 250,000	\$ -	\$ 250,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 500,000
Streetscape Improvement	\$ 606,205	\$ 500,000	\$ 35,000	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,141,205
<b>TOTAL:</b>	<b>\$ 856,752</b>	<b>\$ 2,400,000</b>	<b>\$ 1,703,840</b>	<b>\$ 750,000</b>	<b>\$ 50,000</b>	<b>\$ 3,560,592</b>				

# Jibboom & Bridge Streetscape Improvement Project

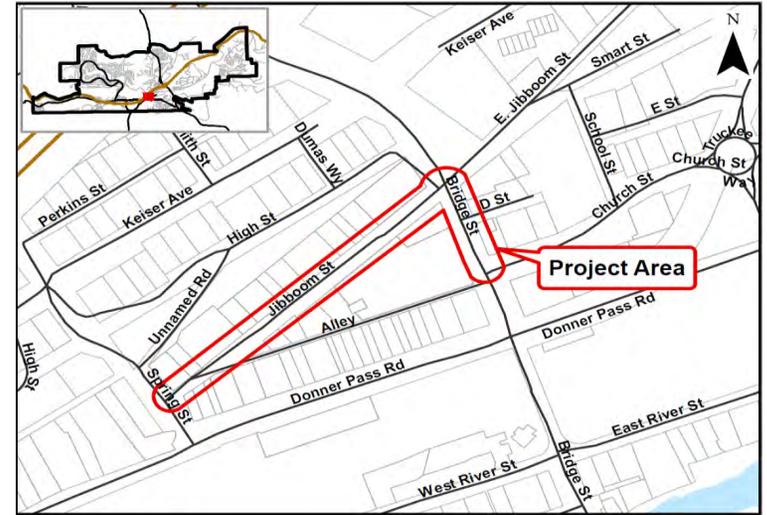
C1806

**PROJECT CATEGORY:** Streetscape Improvement Projects  
**RESPONSIBLE DEPARTMENT:** Public Works - Engineering  
**PROJECT BEGIN DATE:** FY 21/22      **ESTIMATED COMPLETION:** FY 23/24

**PROJECT DESCRIPTION:**  
 Design and construction of streetscape improvements (curb, gutter, sidewalk, landscaping, utility undergrounding, parking improvements) on Jibboom Street (between Spring Street and Bridge Street) and Bridge Street (between Church Street to the north side of Jibboom Street at the Trout Creek Pocket Park).

**REASON FOR OR BENEFITS OF PROJECT:**  
 Improving the roadway and streetscape connections in downtown.

**OPERATIONAL COST IMPACTS:**  
 Ongoing sidewalk and crossing maintenance expense once constructed. Current Council policy would require the formation of a Community Facilities District to fund ongoing maintenance.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Unfunded	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,800,000	\$ -	\$ -	\$ 3,800,000
General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ -	\$ -	\$ -	\$ 350,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 350,000</b>	<b>\$ 3,800,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,150,000</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Planning & Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ -	\$ -	\$ -	\$ 350,000
Construction*	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,800,000	\$ -	\$ -	\$ 3,800,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 350,000</b>	<b>\$ 3,800,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,150,000</b>

# Church Street Streetscape Improvements Project

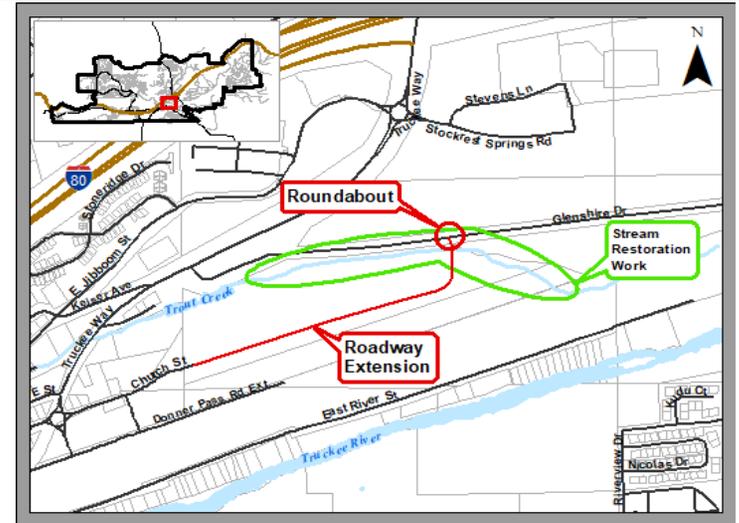
C1807

**PROJECT CATEGORY:** Streetscape Improvement Projects  
**RESPONSIBLE DEPARTMENT:** Public Works - Engineering  
**PROJECT BEGIN DATE:** FY 21/22      **ESTIMATED COMPLETION:** FY 23/24

**PROJECT DESCRIPTION:**  
 Design and construction of streetscape improvements (curb, gutter, sidewalk, landscaping, utility undergrounding, parking improvements) on Church Street from Donner Pass Road to Bridge Street.

**REASON FOR OR BENEFITS OF PROJECT:**  
 Improving the roadway and streetscape connections in downtown.

**OPERATIONAL COST IMPACTS:**  
 Ongoing sidewalk and crossing maintenance expense once constructed. Current Council policy would require the formation of a Community Facilities Maintenance District to fund ongoing maintenance.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Unfunded	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ 200,000	\$ 1,500,000	\$ -	\$ -	\$ 1,900,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>	<b>\$ 1,500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,900,000</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Planning & Design	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Construction*	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ 1,500,000	\$ -	\$ -	\$ 1,700,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>	<b>\$ 1,500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,900,000</b>

# Envision DPR - Western Segment Utility Undergrounding

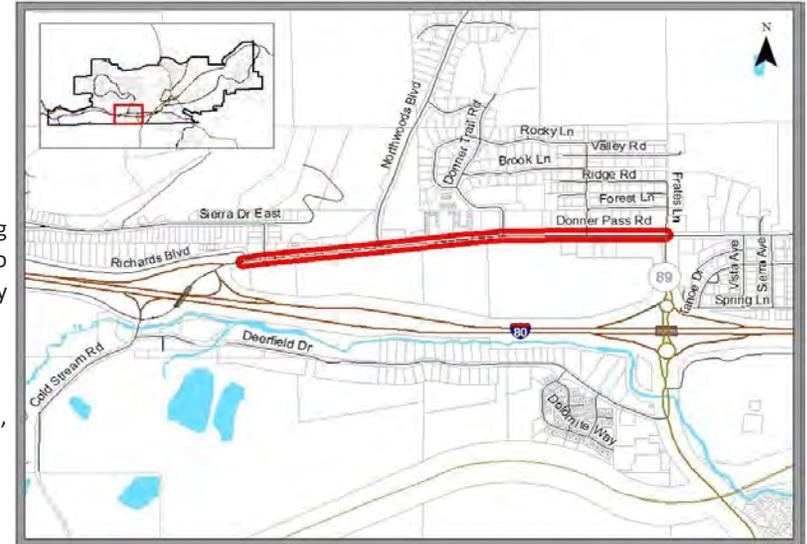
C1815

**PROJECT CATEGORY:** Streetscape Improvement Projects  
**RESPONSIBLE DEPARTMENT:** Public Works - Engineering  
**PROJECT BEGIN DATE:** FY 16/17 **ESTIMATED COMPLETION:** FY 19/20

**PROJECT DESCRIPTION:**  
 Construct new underground facilities along Donner Pass Road from Richards Boulevard to Frates Lane. Existing overhead utilities would be removed and relocated to the newly constructed underground facilities. Projects will also include drainage improvements to coordinate with Envision DPR Western Segment Pedestrian Improvements. Utility Reimbursements were contributed by Truckee Donner PUD, Suddenlink and AT&T.

**REASON FOR OR BENEFITS OF PROJECT:**  
 Improved corridor aesthetics, improved utility system reliability, and fewer power pole conflicts for pedestrian facilities, landscaping and driveways.

**OPERATIONAL COST IMPACTS:**  
 Maintenance of utility infrastructure will be the responsibility of individual utility providers.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
General Fund	\$ 2,237,758	\$ -	\$ 4,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,241,758
Utility Reimbursement	\$ 1,067,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,067,500
Measure V Sales Tax Fund	\$ 576,712	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 576,712
<b>TOTAL:</b>	<b>\$ 3,881,970</b>	<b>\$ -</b>	<b>\$ 4,000</b>	<b>\$ -</b>	<b>\$ 3,885,970</b>					

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Design	\$ 201,124	\$ -	\$ 4,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 205,124
Construction Management	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 130,000
Construction	\$ 3,000,846	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000,846
TDPUD Conduit Acquisition	\$ 550,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 550,000
<b>TOTAL:</b>	<b>\$ 3,881,970</b>	<b>\$ -</b>	<b>\$ 4,000</b>	<b>\$ -</b>	<b>\$ 3,885,970</b>					

**PROJECT CATEGORY:** Streetscape Improvement Projects  
**RESPONSIBLE DEPARTMENT:** Public Works - Engineering  
**PROJECT BEGIN DATE:** FY 18/19 **ESTIMATED COMPLETION:** FY 21/22

**PROJECT DESCRIPTION:**  
 A Draft parking demand analysis and parking improvement feasibility study was prepared for parking improvements along Donner Pass Road adjacent to the Tahoe Donner Beach Club Marina and Donner Memorial State Park. Staff discussed potential improvements with the Tahoe Donner HOA, such as providing formal parallel parking with curb, gutter, and sidewalk along the south side of the Donner Pass Road Corridor between the Tahoe Donner Beach Club and the Donner Memorial State Park access. In FY 20/21 staff will provide an update to the Council, discuss next steps, and finalize the planning study.

**REASON FOR OR BENEFITS OF PROJECT:**  
 Currently parking occurs along Donner Pass Road adjacent to the Tahoe Donner Beach Club and Donner Memorial State Park. During busy summer days, the parking results in traffic congestion and inhibits flow of vehicles, pedestrians, and bicyclists. Parking improvements would provide direct benefit to the residents of the Tahoe Donner Town Special Service Area (TSSA 1) and will be open to the general public.

**OPERATIONAL COST IMPACTS:**  
 None identified at this time but additional costs may occur depending on improvement.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Tahoe Donner TSSA Fund	\$ 22,972	\$ 100,000	\$ 5,000	\$ 115,000	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1,142,972
<b>TOTAL:</b>	<b>\$ 22,972</b>	<b>\$ 100,000</b>	<b>\$ 5,000</b>	<b>\$ 115,000</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,142,972</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Planning	\$ 22,972	\$ -	\$ 5,000	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 42,972
Design	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Construction*	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
<b>TOTAL:</b>	<b>\$ 22,972</b>	<b>\$ 100,000</b>	<b>\$ 5,000</b>	<b>\$ 115,000</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,142,972</b>

\*Concept cost estimate without the benefit of any design or project development.

# Envision DPR - Eastern Segment Pedestrian Improvements

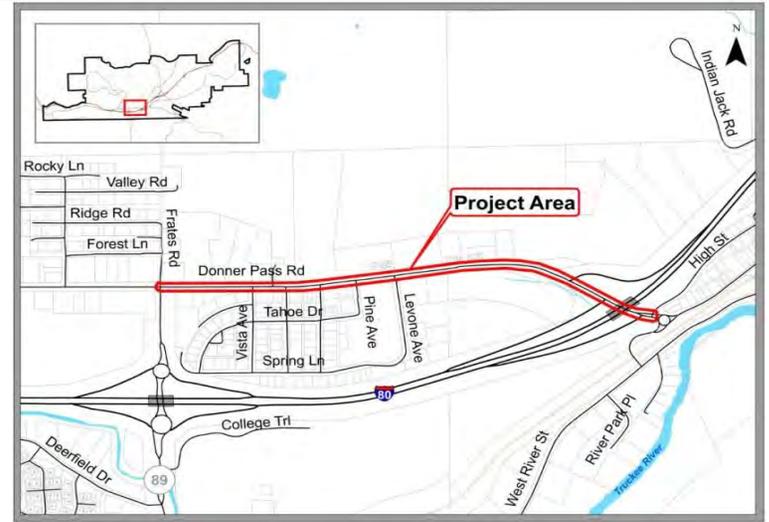
C1904

**PROJECT CATEGORY:** Streetscape Improvement Projects  
**RESPONSIBLE DEPARTMENT:** Public Works - Engineering  
**PROJECT BEGIN DATE:** FY 22/23 **ESTIMATED COMPLETION:** FY 24/25

**PROJECT DESCRIPTION:**  
 Construct sidewalk and pedestrian crossing improvements along Donner Pass Road between Frates Lane and the McIver Roundabout. Project will include drainage improvements and landscaping.

**REASON FOR OR BENEFITS OF PROJECT:**  
 Provide consistent pedestrian facilities along Donner Pass Road.

**OPERATIONAL COST IMPACTS:**  
 Ongoing sidewalk and crossing maintenance expense once constructed. Current Council policy would require the formation of a Community Facilities Maintenance District to fund ongoing maintenance.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Unfunded	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,100,000	\$ 5,000,000	\$ -	\$ 7,100,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,100,000</b>	<b>\$ 5,000,000</b>	<b>\$ -</b>	<b>\$ 7,100,000</b>

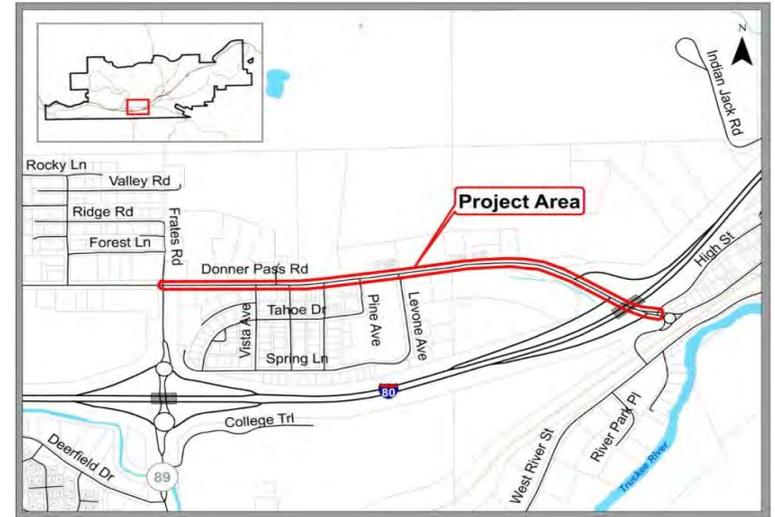
EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600,000	\$ -	\$ -	\$ 600,000
Construction - Non-Utility	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000	\$ 5,000,000	\$ -	\$ 6,500,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,100,000</b>	<b>\$ 5,000,000</b>	<b>\$ -</b>	<b>\$ 7,100,000</b>

**PROJECT CATEGORY:** Streetscape Improvement Projects  
**RESPONSIBLE DEPARTMENT:** Public Works - Engineering  
**PROJECT BEGIN DATE:** FY 22/23 **ESTIMATED COMPLETION:** FY 23/24

**PROJECT DESCRIPTION:**  
 Construct new underground facilities along Donner Pass Road from Frates Lane to the McIver Roundabout. Existing overhead utilities would be removed and relocated to the newly constructed underground facilities. Project will also include drainage improvements to coordinate with Eastern Segment Pedestrian Improvement Project. It is expected that AT&T and Suddenlink would contribute to this project.

**REASON FOR OR BENEFITS OF PROJECT:**  
 Improved corridor aesthetics, improved utility system reliability, and fewer utility pole conflicts for pedestrian facilities, landscaping and driveways.

**OPERATIONAL COST IMPACTS:**  
 Maintenance of utility infrastructure will be the responsibility of individual utility providers.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 734,500	\$ -	\$ 1,200,000	\$ -	\$ 1,934,500
Unfunded	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,965,500	\$ -	\$ -	\$ -	\$ 1,965,500
Utility Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000	\$ -	\$ 1,500,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,700,000</b>	<b>\$ -</b>	<b>\$ 2,700,000</b>	<b>\$ -</b>	<b>\$ 5,400,000</b>

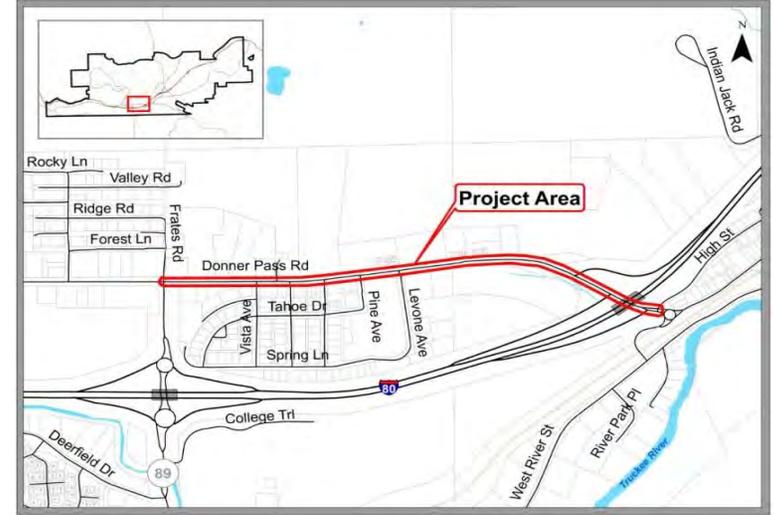
EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ 300,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,850,000	\$ -	\$ 2,700,000	\$ -	\$ 4,550,000
TDPUD Conduit Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 550,000	\$ -	\$ -	\$ -	\$ 550,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,700,000</b>	<b>\$ -</b>	<b>\$ 2,700,000</b>	<b>\$ -</b>	<b>\$ 5,400,000</b>

**PROJECT CATEGORY:** Streetscape Improvement Projects  
**RESPONSIBLE DEPARTMENT:** Public Works - Engineering  
**PROJECT BEGIN DATE:** FY 21/22 **ESTIMATED COMPLETION:** FY 21/22

**PROJECT DESCRIPTION:**  
 Planning and design of streetscape improvements on Donner Pass Road between Frates Lane and the McIver roundabout. Public process only occurred on the western segment. This project would cover the public process for the Eastern segments.

**REASON FOR OR BENEFITS OF PROJECT:**  
 Safety and aesthetic improvements of Donner Pass Road corridor.

**OPERATIONAL COST IMPACTS:**  
 Ongoing sidewalk and crossing maintenance expense once constructed. Current Council policy would require the formation of a community facilities maintenance district to fund ongoing maintenance.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
General Fund	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,000</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Design & Environmental Review	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,000</b>

# Downtown Railroad Pedestrian Crossing

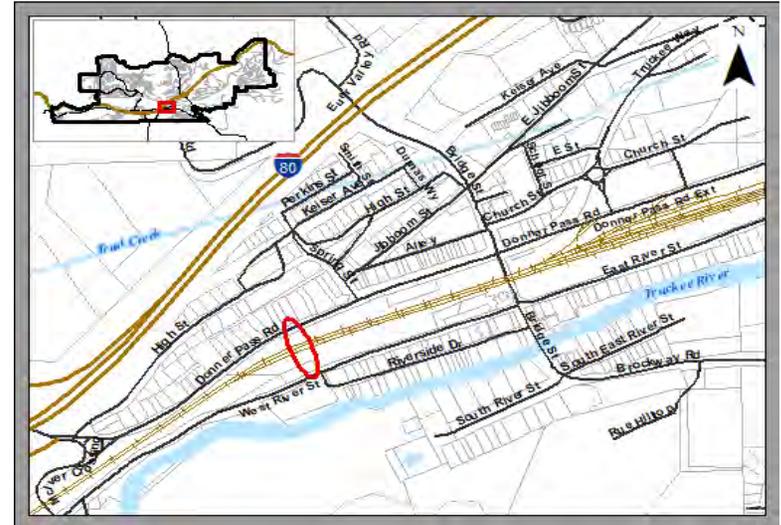
C2106

**PROJECT CATEGORY:** Streetscape Improvement Projects  
**RESPONSIBLE DEPARTMENT:** Public Works - Engineering  
**PROJECT BEGIN DATE:** FY 22/23 **ESTIMATED COMPLETION:** FY 24/25

**PROJECT DESCRIPTION:**  
 Design and construction of a pedestrian railroad undercrossing or overcrossing, connecting West River Street to Donner Pass Road west of Spring Street. Project includes an initial feasibility analysis.

**REASON FOR OR BENEFITS OF PROJECT:**  
 Improving pedestrian and bicycle connections in downtown.

**OPERATIONAL COST IMPACTS:**  
 Ongoing maintenance expense once constructed.

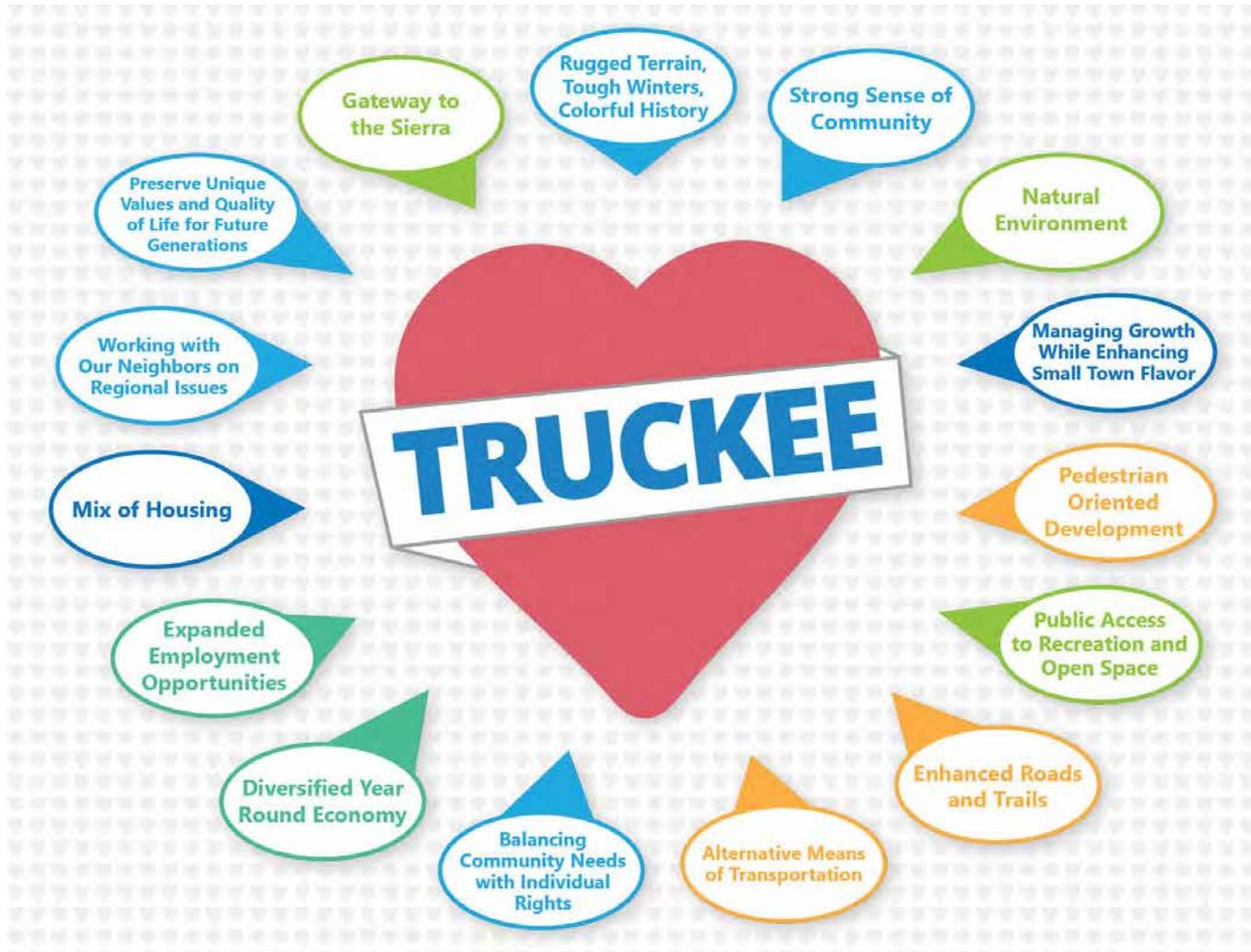


FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Unfunded	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 4,000,000	\$ 4,000,000	\$ -	\$ -	\$ 9,000,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>	<b>\$ 4,000,000</b>	<b>\$ 4,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 9,000,000</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Planning & Design	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
Construction*	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,000,000	\$ 4,000,000	\$ -	\$ -	\$ 8,000,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>	<b>\$ 4,000,000</b>	<b>\$ 4,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 9,000,000</b>

\*Concept cost estimate without the benefit of any design or project development.

# STUDIES & PLAN UPDATES



**Riverview Corp Yard Facilities Plans**

**C1511**

**PROJECT CATEGORY:** Studies & Plan Updates

**RESPONSIBLE DEPARTMENT:** Economic Development

**PROJECT BEGIN DATE:** FY 16/17                      **ESTIMATED COMPLETION:** 19/20

**PROJECT DESCRIPTION:**

Prepare a plan for the future use of the Riverview Corp Yard (former Town Corp Yard). Town staff to prepare the majority of the plans with specialized consultant support for components such as the Riverview site appraisal. FY 19/20 estimated actuals were the remaining costs associated with finishing up the site plan.

**REASON FOR OR BENEFITS OF PROJECT:**

With the construction and expansion of the Public Service Center, opportunities exist for the future use of the Riverview Corp Yard. Through site and needs analysis, public outreach, and additional research, a plan will be prepared identifying potential future uses for the site. Among others, such uses could include use by Town, a community use, or a lease or similar agreement with a third party, such as the Recreation and Parks District.

**OPERATIONAL COST IMPACTS:**

Determined through the development of the plans.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
General Fund	\$ 35,174	\$ -	\$ 2,040	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 37,214
Private Contributions	\$ 6,150	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,150
<b>TOTAL:</b>	<b>\$ 41,324</b>	<b>\$ -</b>	<b>\$ 2,040</b>	<b>\$ -</b>	<b>\$ 43,364</b>					

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Study Development	\$ 41,324	\$ -	\$ 2,040	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 43,364
<b>TOTAL:</b>	<b>\$ 41,324</b>	<b>\$ -</b>	<b>\$ 2,040</b>	<b>\$ -</b>	<b>\$ 43,364</b>					

**Public Works Software Enhancements**

**C1512**

**PROJECT CATEGORY:** Studies & Plan Updates

**RESPONSIBLE DEPARTMENT:** Public Works - Roads & Snow

**PROJECT BEGIN DATE:** FY 15/16                      **ESTIMATED COMPLETION:** FY 19/20

**PROJECT DESCRIPTION:**

This project was for the assessment and purchase of new software systems for the Department of Public Works (DPW). FY19/20 costs include an upgrade to gas dispensing hardware and software at the Tahoe Donner Shop and its integration with DPW's preventative maintenance systems (hardware and software - \$16,500, one-time internet installation - \$1,500, and consultant assistance with integration and implementation - \$3,000).

**REASON FOR OR BENEFITS OF PROJECT:**

Update and improve asset tracking and preventative maintenance functionality for the Town to allow the Town to provide better services for the public and Town divisions .

**OPERATIONAL COST IMPACTS:**

Ongoing increased maintenance fees for upgraded software and additional internet costs (\$117 per month) (included in the operational budgets).

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
General Fund	\$ 167,488	\$ 35,000	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 168,488
<b>TOTAL:</b>	<b>\$ 167,488</b>	<b>\$ 35,000</b>	<b>\$ 1,000</b>	<b>\$ -</b>	<b>\$ 168,488</b>					

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Prior Years Expenses	\$ 167,488									\$ 167,488
Hardware/Software	\$ -	\$ 18,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Training/Implementation	\$ -	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Consulting/GIS Assessment	\$ -	\$ 15,000	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000
<b>TOTAL:</b>	<b>\$ 167,488</b>	<b>\$ 35,000</b>	<b>\$ 1,000</b>	<b>\$ -</b>	<b>\$ 168,488</b>					

**PROJECT CATEGORY:** Studies & Plan Updates  
**RESPONSIBLE DEPARTMENT:** Public Works - Transit  
**PROJECT BEGIN DATE:** FY 18/19 **ESTIMATED COMPLETION:** FY 20/21

**PROJECT DESCRIPTION:**

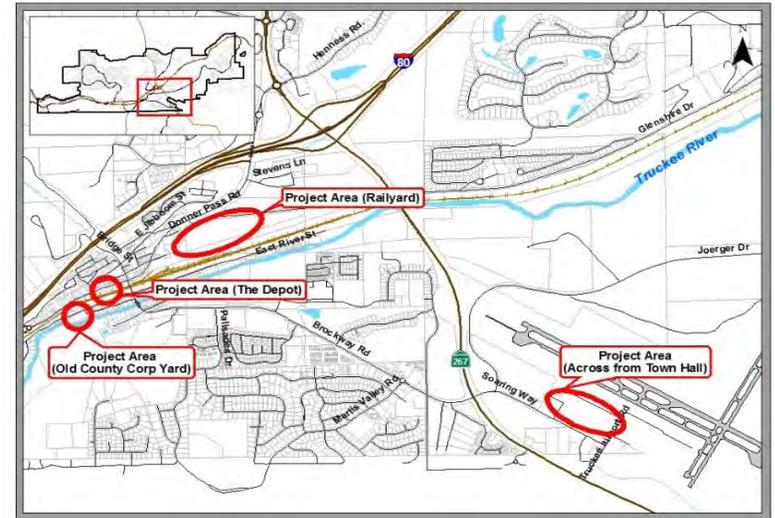
This project will determine the preferred site for the relocation of the existing transit center currently located at the Train Depot in historic Downtown Truckee. The existing transit center is beyond capacity and cannot support future growth in transit services. The Project Advisory Committee explored fifteen potential sites and has narrowed it down to three. Public outreach is underway and the community will also be voting on potential site options. A grant has been acquired by one of the Town's project partners for up to \$1 million for construction of a new center.

**REASON FOR OR BENEFITS OF PROJECT:**

Relocation or expansion of the transit center will support implementation elements of the long-range transit plan and support expansion of local and regional transit services which could result in reduced green house gas emissions and improved quality of life.

**OPERATIONAL COST IMPACTS:**

None.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Local Transportation Fund	\$ 6,233	\$ 6,470	\$ 14,791	\$ 7,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 28,524
SB1 Programmatic Funding	\$ 48,110	\$ 48,530	\$ 40,390	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 88,500
AHSC Program Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ 1,000,000
Unfunded	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000,000	\$ -	\$ -	\$ -	\$ 5,000,000
<b>TOTAL:</b>	<b>\$ 54,343</b>	<b>\$ 55,000</b>	<b>\$ 55,181</b>	<b>\$ 7,500</b>	<b>\$ -</b>	<b>\$ 6,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,117,024</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Feasibility Study	\$ 54,343	\$ 55,000	\$ 55,181	\$ 7,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 117,024
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,000,000	\$ -	\$ -	\$ -	\$ 6,000,000
<b>TOTAL:</b>	<b>\$ 54,343</b>	<b>\$ 55,000</b>	<b>\$ 55,181</b>	<b>\$ 7,500</b>	<b>\$ -</b>	<b>\$ 6,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,117,024</b>

# Jibboom Street Sidewalk Feasibility Study and Improvement Project

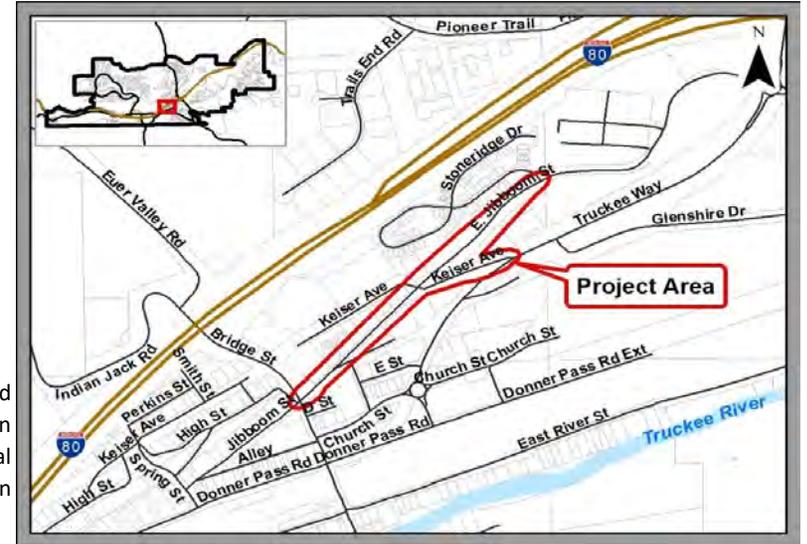
C1824

**PROJECT CATEGORY:** Studies & Plan Updates  
**RESPONSIBLE DEPARTMENT:** Public Works - Engineering  
**PROJECT BEGIN DATE:** FY 19/20 **ESTIMATED COMPLETION:** FY 20/21

**PROJECT DESCRIPTION:**  
 Prepare a study to evaluate potential pedestrian/bicycle improvements on Jibboom Street between Bridge Street and the Stoneridge Development, including several alternatives such as widening, the conversion to a one-way street, and improvements to the Keiser Avenue/Jibboom Street intersection. Staff has advertised for professional services via an RFP process and has a recommended firm ready for Council approval.

**REASON FOR OR BENEFITS OF PROJECT:**  
 With the addition of the new Coburn Crossing development east of the Stoneridge Development and the associated extension of Jibboom Street to the Donner Pass Road/Stockrest Springs/Truckee Way intersection, vehicle pedestrian and bicycle activity is expected to increase along Jibboom Street east of Bridge Street. Project will evaluate potential improvements. Improvements would potentially improve vehicle, pedestrian, and bicycle infrastructure, circulation and safety.

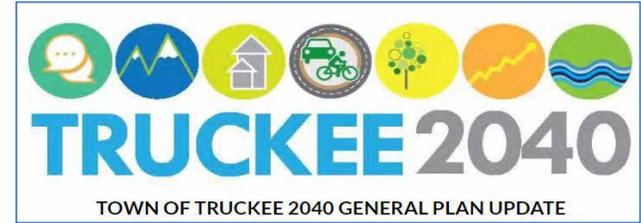
**OPERATIONAL COST IMPACTS:**  
 None identified at this time but additional costs may occur depending on improvement.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
General Fund	\$ -	\$ 125,000	\$ -	\$ 50,000	\$ 142,125	\$ -	\$ -	\$ -	\$ -	\$ 192,125
Unfunded	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ 1,000,000	\$ -	\$ -	\$ -	\$ 1,150,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ 125,000</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ 292,125</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,342,125</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Study Preparation	\$ -	\$ 125,000	\$ -	\$ 50,000	\$ 142,125	\$ -	\$ -	\$ -	\$ -	\$ 192,125
Engineering	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Construction*	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ 1,000,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ 125,000</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ 292,125</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,342,125</b>

**PROJECT CATEGORY:** Studies & Plan Updates  
**RESPONSIBLE DEPARTMENT:** Community Development - Planning  
**PROJECT BEGIN DATE:** FY 17/18 **ESTIMATED COMPLETION:** FY 20/21



**PROJECT DESCRIPTION:**

Update of the 2025 General Plan to the 2040 General Plan, including robust community engagement to address new General Plan requirements and emerging community trends. Also includes concurrent update of the outdated 1996 Downtown Specific Plan (DTSP) and climate action planning work previously covered under C1510 (both climate action policies and SB-1 grant-funded climate adaptation policies). Professional services will be utilized for project management, environmental review, technical work and plan preparation. Major portions of the update include an Environmental Impact Report (EIR); marketing, social media and public engagement; project management; and plan preparation.

**REASON FOR OR BENEFITS OF PROJECT:**

The current general plan was adopted in 2006. A plan update with a 2040 planning horizon ensures that the Town's land-use development and conservation goals, policies and actions continue to accurately reflect community values. The 2040 General Plan Update will address new State-mandated General Plan requirements, new climate change and housing laws, arts and culture, community engagement, climate adaptation and resilience, and new traffic thresholds, among other aspects. There are cost and time savings associated with concurrently updating the General Plan, the Downtown Specific Plan, and the Climate Action Element concurrently. The technical work required for the update of the Climate Element is similar to the work needed to update the General Plan and many of the anticipated policies will overlap.

**OPERATIONAL COST IMPACTS:**

Work on this project is expected to absorb 35% of the Community Development Director's time, 25% of the Planning Managers time, 40% of the Administrative Analyst II's time, 20% of the Associate Planner's time, 10% of the Assistant Planners' time, and 15% of the Administrative Technician's time. The Town was awarded a grant in the amount of \$150,000 to support/develop climate adaptation strategies to be included in GP Update.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
General Fund	\$ 354,917	\$ 749,911	\$ 760,049	\$ 591,530	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,706,496
NCTC Big Data Grant	\$ -	\$ -	\$ 36,342	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 36,342
SB1 Programmatic Funding	\$ 47,596	\$ 115,089	\$ 78,248	\$ 29,349	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 155,193
LEAP Grant	\$ -	\$ -	\$ -	\$ 65,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 65,000
<b>TOTAL:</b>	<b>\$ 402,513</b>	<b>\$ 865,000</b>	<b>\$ 874,639</b>	<b>\$ 685,879</b>	<b>\$ -</b>	<b>\$ 1,963,031</b>				

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Planning & Design	\$ 348,751	\$ 735,000	\$ 786,253	\$ 587,728	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,722,732
Climate Adaptation	\$ 53,763	\$ 130,000	\$ 88,386	\$ 33,151	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175,300
LEAP Grant	\$ -	\$ -	\$ -	\$ 65,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 65,000
<b>TOTAL:</b>	<b>\$ 402,513</b>	<b>\$ 865,000</b>	<b>\$ 874,639</b>	<b>\$ 685,879</b>	<b>\$ -</b>	<b>\$ 1,963,031</b>				

**PROJECT CATEGORY:** Studies & Plan Updates  
**RESPONSIBLE DEPARTMENT:** Public Safety - Parking  
**PROJECT BEGIN DATE:** FY 18/19 **ESTIMATED COMPLETION:** FY 20/21

**PROJECT DESCRIPTION:**  
 Provides for a consultant to conduct an analysis of the strengths, weaknesses, opportunities and threats for the parking district. This study will help the Parking District strategically plan to better accommodate current needs and the needs associated with expected growth. This study will also help the Town determine ideal spots to expand the parking district. Study is anticipated to be complete in November 2019.

**REASON FOR OR BENEFITS OF PROJECT:**  
 The parking needs for the Town continue to expand. This study will help the Town determine how to expand the Parking District in the most efficient manor.

**OPERATIONAL COST IMPACTS:**  
 Operational impacts will be determined based on the outcome of the strategic plan.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Parking Fund	\$ -	\$ 75,000	\$ 66,359	\$ 8,641	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ 75,000</b>	<b>\$ 66,359</b>	<b>\$ 8,641</b>	<b>\$ -</b>	<b>\$ 75,000</b>				

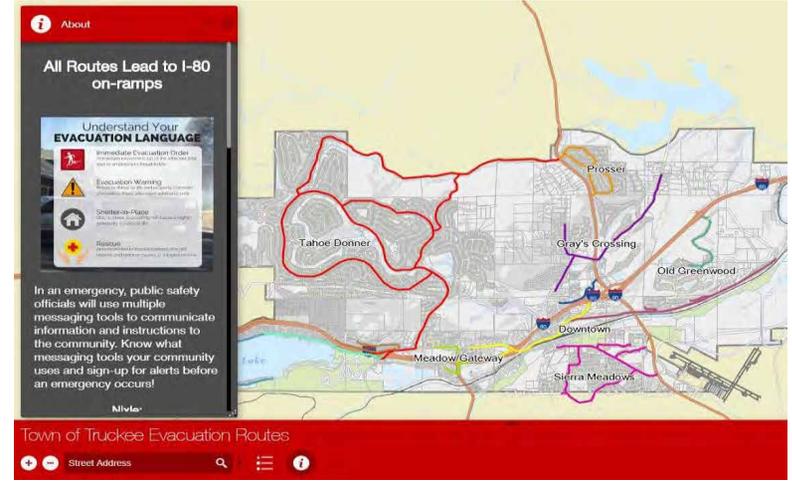
EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Plan Study	\$ -	\$ 75,000	\$ 66,359	\$ 8,641	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ 75,000</b>	<b>\$ 66,359</b>	<b>\$ 8,641</b>	<b>\$ -</b>	<b>\$ 75,000</b>				

**PROJECT CATEGORY:** Studies & Plan Updates  
**RESPONSIBLE DEPARTMENT:** Public Safety - Support Services  
**PROJECT BEGIN DATE:** FY 19/20 **ESTIMATED COMPLETION:** FY 20/21

**PROJECT DESCRIPTION:**  
 Emergency evacuation planning, including an evaluation of evacuation routes and estimated time to evacuate residential areas under various scenarios such as time of year and time of day.

**REASON FOR OR BENEFITS OF PROJECT:**  
 This study will inform the Police Department and other local and regional agencies involved in emergency services to develop evacuation plans and to enhance our Emergency Operations Plan that was last updated in 2011.

**OPERATIONAL COST IMPACTS:**  
 The operational cost impacts will be determined based on the outcomes of the study.



FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
General Fund	\$ -	\$ 25,000	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 200,000
Glenshire TSSA Fund	\$ -	\$ 25,000	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ 40,000
Tahoe Donner TSSA Fund	\$ -	\$ 50,000	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 60,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150,000</b>	<b>\$ 300,000</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Plan Study	\$ -	\$ 100,000	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ 300,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150,000</b>	<b>\$ 300,000</b>

**User Fee Study**

**C1914**

**PROJECT CATEGORY:** Studies & Plan Updates  
**RESPONSIBLE DEPARTMENT:** Administrative Services - Finance  
**PROJECT BEGIN DATE:** FY 20/21 **ESTIMATED COMPLETION:** FY 21/22

**PROJECT DESCRIPTION:**

A User Fee Study encompasses a review of the fees currently charged by the Town for services to the public, a thorough analysis of the Town's operating costs related to providing those services, and assisting the Town in developing a fee calculation method that encompasses the full cost. A study would also help the Town develop a method for updating the fees to account for increases in costs over time. This project would include a public outreach/input process with special emphasis on the local building community.

Effective Date - November 1, 2019									
Department	Service Title	Recovery Basis	2019 Fees						
Public Works	Spilled Load Clean	Truckee Dial-A-Ride Fares:							
	Spayed/Neutered	Unaltered			Adult	Senior			
					\$6.00	\$2.00			
					\$20.00	\$20.00			
1 year	\$12.00	\$32.00			ingers	Free	Free		
			Construction Types: I A, I B		Construction Types: II A, III A, V A		Construction Types: II B, III B, IV, V B		
IBC/ICC Class	IBC/ICC Occupancy Type	Project Size Threshold	Base Cost @ Threshold Size	Cost for Each Additional 100 s.f.*	Base Cost @ Threshold Size	Cost for Each Additional 100 s.f.*	Base Cost @ Threshold Size	Cost for Each Additional 100 s.f.*	
R-3	Dwelling Conversion	100	\$ 219	\$ 4.31	\$ 184	\$ 45.83	\$ 146	\$ 36.83	

**REASON FOR OR BENEFITS OF PROJECT:**

Best practices suggest that a study be completed every ten years and the Town's last study was completed over ten years ago.

**OPERATIONAL COST IMPACTS:**

Staff time will be required to help the consultant gather all necessary data to develop the fees. The updated fees will ensure that the time and resources spent on various services will be adequately reimbursed. This may reduce impacts to individual operating budgets and the General Fund in particular.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
General Fund	\$ -	\$ 7,000	\$ -	\$ 14,000	\$ 14,000	\$ -	\$ -	\$ -	\$ -	\$ 28,000
Building & Safety Fund	\$ -	\$ 5,000	\$ -	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
Parking Fund	\$ -	\$ 500	\$ -	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ 12,500</b>	<b>\$ -</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Fee Study	\$ -	\$ 12,500	\$ -	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ 12,500</b>	<b>\$ -</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>

**Donner Pass Road Land Use Plan**

**C1917**

**PROJECT CATEGORY:** Studies & Plan Updates

**RESPONSIBLE DEPARTMENT:** Community Development - Planning

**PROJECT BEGIN DATE:** FY 20/21 **ESTIMATED COMPLETION:** FY 21/22

**PROJECT DESCRIPTION:**

The Town was awarded a \$250,000 Sustainable Communities Grant from Caltrans to create an integrated land use, urban design and sustainable transportation plan for Donner Pass Road (DPR) from I-80/Coldstream Road to the McIver Roundabout in historic downtown Truckee. This plan will include complete streets, smart mobility and multi-modal transportation supporting the development of new affordable housing. The purpose is to evaluate and update adjacent land uses to complement the Town's recent complete streets and sustainable transportation project, "Envision DPR," to create development proformas and incentives to encourage redevelopment, and to develop a complete streets conceptual design plan for the eastern segment of DPR from SR 89 to McIver Crossing. This plan will inform the General Plan Update currently underway and will be primarily developed by an urban design consulting firm.

**REASON FOR OR BENEFITS OF PROJECT:**

This grant provide an opportunity to take a close look at a 2-mile segment of Donner Pass Road that carries a significant amount of traffic, but has not seen the same level of investment as other parts of Truckee. The goal is to create an integrated land use plan that focuses on a complete streets concept with integrated higher density housing and links to jobs and services. Because this section of town has many underutilized sites and lacks more current mixed-use development, this plan creates an opportunity to inform policy decisions about how to incentivize reinvestment into this corridor.

**OPERATIONAL COST IMPACTS**

Staff time will be required to assistant the consultant in preparing the plan along with community engagement. A portion of staff's time is covered under the grant administration. The required Town

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
General Fund	\$ -	\$ -	\$ 688	\$ 24,661	\$ 3,326	\$ -	\$ -	\$ -	\$ -	\$ 28,675
Sustainable Communities Grant	\$ -	\$ -	\$ 5,312	\$ 190,340	\$ 25,674	\$ -	\$ -	\$ -	\$ -	\$ 221,325
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,000</b>	<b>\$ 215,000</b>	<b>\$ 29,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 250,000</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Consultant	\$ -	\$ -	\$ -	\$ 175,000	\$ 25,630	\$ -	\$ -	\$ -	\$ -	\$ 200,630
Staff Administration	\$ -	\$ -	\$ 6,000	\$ 40,000	\$ 3,370	\$ -	\$ -	\$ -	\$ -	\$ 49,370
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,000</b>	<b>\$ 215,000</b>	<b>\$ 29,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 250,000</b>

# Housing Density Site Analysis

C1918

**PROJECT CATEGORY:** Studies & Plan Updates

**RESPONSIBLE DEPARTMENT:** Community Development - Planning

**PROJECT BEGIN DATE:** FY 19/20                      **ESTIMATED COMPLETION:** FY 20/21

**PROJECT DESCRIPTION:**

The Town was awarded SB 2 Planning Grant Program funding to conduct site analysis, re-zoning and public outreach to accelerate the development of housing in Truckee. The 2019-2027 Housing Element includes a program, Housing Element Program H-1.3, to analyze rezoning additional land beyond Regional Housing Needs Assessment (RHNA) requirements to further affordable housing opportunities in Truckee. Housing Element Program H-1.3 identifies a total of eight parcels / candidate sites to consider; these parcels were selected based on public input from several community housing workshops and property owner / developer interest. The majority of the site analysis and CEQA work will be done by a qualified planning consulting firm with staff completing any rezones directed by Council.

**REASON FOR OR BENEFITS OF PROJECT:**

This project has the potential to create new higher density housing sites before the General Plan Update. Based on Council's previous direction, the Town would process and complete rezoning for selected sites as an incentive to a property owner to create new affordable housing. Increasing the available land zoned for higher density housing, is the Town removing governmental constraints to new housing. This not only meets the Stat's objective for creating the grant program but also creates new opportunity sites for housing Truckee's workforce.

**OPERATIONAL COST IMPACTS**

C1918

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
HCD SB 2 Planning Grant	\$ -	\$ -	\$ 2,300	\$ 152,989	\$ 4,711	\$ -	\$ -	\$ -	\$ -	\$ 160,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,300</b>	<b>\$ 152,989</b>	<b>\$ 4,711</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 160,000</b>

EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Consultant	\$ -	\$ -	\$ -	\$ 137,989	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 137,989
Administration	\$ -	\$ -	\$ 2,300	\$ 15,000	\$ 4,711	\$ -	\$ -	\$ -	\$ -	\$ 22,011
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,300</b>	<b>\$ 152,989</b>	<b>\$ 4,711</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 160,000</b>

**Local Road Safety Plan**

**C1919**

**PROJECT CATEGORY:** Studies & Plan Updates

**RESPONSIBLE DEPARTMENT:** Public Works - Engineering

**PROJECT BEGIN DATE:** FY 19/20                      **ESTIMATED COMPLETION:** FY20/21

**PROJECT DESCRIPTION:**

Develop a Local Road Safety Plan for the Town of Truckee. This project will be funded 90% from a Local Road Safety Plan Grant.

**REASON FOR OR BENEFITS OF PROJECT:**

To advance road safety throughout Town which would reduce fatalities and serious injuries.

FUNDING SOURCES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Local Road Safety Plan Grant	\$ -	\$ -	\$ 2,160	\$ 69,840	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 72,000
General Fund	\$ -	\$ -	\$ 240	\$ 7,760	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,400</b>	<b>\$ 77,600</b>	<b>\$ -</b>	<b>\$ 80,000</b>				

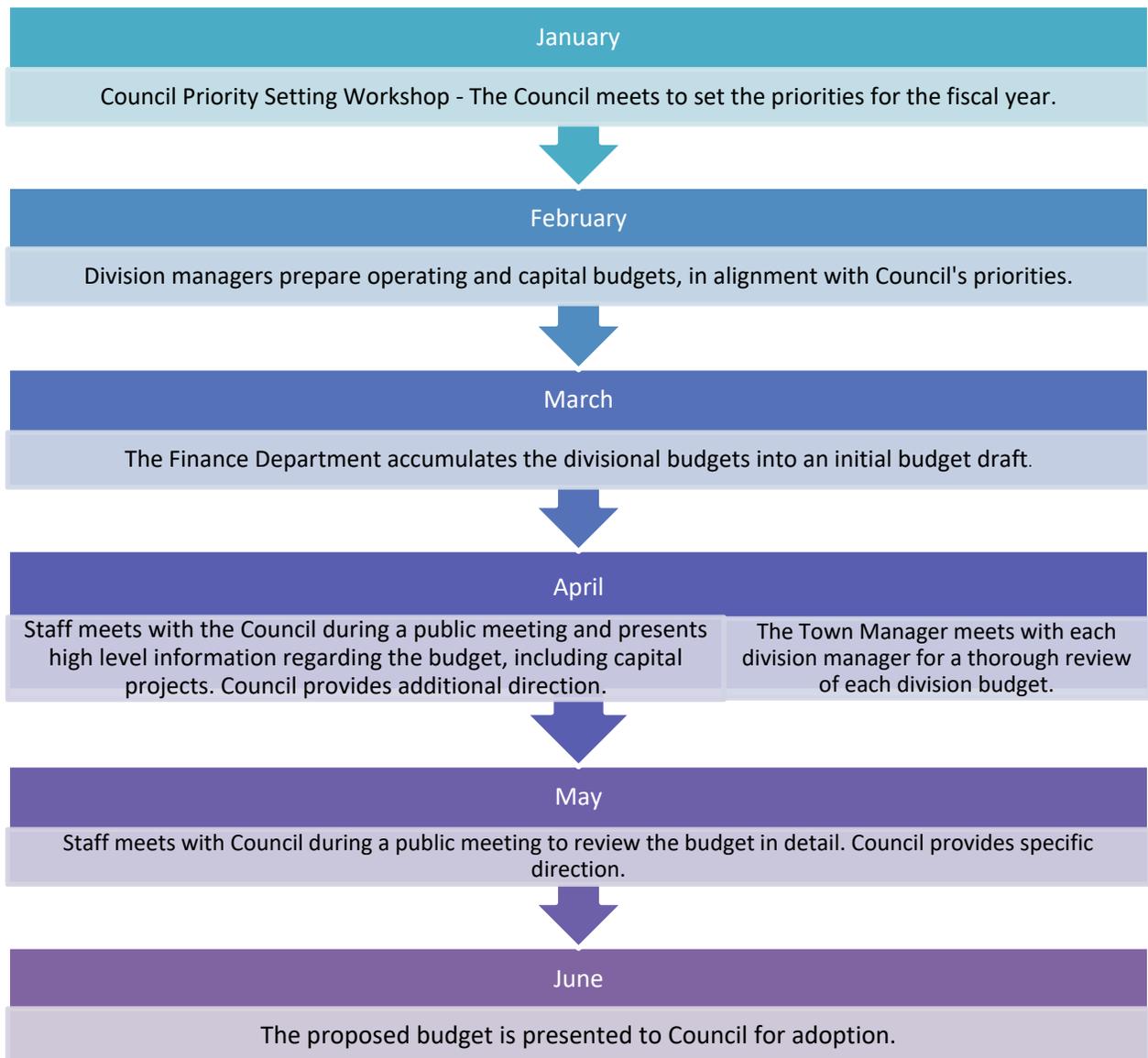
EXPENDITURES	CUMULATIVE TOTAL THRU FY 18/19	FY 19/20 AMENDED BUDGET	FY 19/20 ESTIMATED ACTUAL	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	ESTIMATED AFTER FY 24/25	TOTAL
Data Collection/Study	\$ -	\$ -	\$ 2,400	\$ 77,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80,000
<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,400</b>	<b>\$ 77,600</b>	<b>\$ -</b>	<b>\$ 80,000</b>				

## NOTES ON BUDGET PREPARATION FY 2020/21

The Town of Truckee was incorporated in 1993 and operates under a Council-Manager form of government. The Town’s accounting is guided by generally accepted accounting principles for budget preparation and financial reporting. The annual budget is approved by the Town Council and modified throughout the year with budget amendments approved by Council at public meetings. All budget transfers require approval of the Town Manager or designee except those affecting personnel or capital outlay which must be approved by the Town Council.

### THE BUDGET PROCESS –

Below is the Town’s typical budget process, which starts in January whereby the annual budget for the following fiscal year is adopted in June. Due to the COVID-19 pandemic and resulting stay-at-home order, Council directed staff to prepare a three-month operating plan to cover operations from July through September and bring the annual budget for adoption in September. This allowed for time to better understanding the economic impacts of the health pandemic on Town operations.



## NOTES ON BUDGET PREPARATION FY 2020/21

### **BASIS OF ACCOUNTING -**

The basis of accounting refers to the timing of revenue and expense recognition, specifically for financial reporting purposes. The Town employs the same methods for budgeting as used for financial reporting.

The budgets of the governmental funds (General Fund, Special Revenue Funds, and Capital Projects Funds) are prepared using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. The revenue availability criterion is defined as collectible within sixty days of the accounting period. Expenditures, under the modified accrual basis of accounting, are recorded when a liability is incurred. This is true with the exception of debt service expenditures, which are recorded only when the payment is due. Capital asset acquisitions for the governmental funds included in this budget are reported as expenditures. While the Town does use one debt service fund, no budget has been prepared as the activity of this fund is accounted for in the budget of other major funds.

Budgets for proprietary funds (Enterprise Funds) are prepared on a full accrual basis. Under this method all revenues are recognized when they are earned and all expenses are recorded when they are incurred.

The Town's Fiduciary Fund shares characteristics with both the governmental and proprietary fund-types. It is budgeted using the measurement focus and basis of accounting most appropriate for the specific operation. Many of the transactions are budgeted using the full accrual basis.

The Town's budgeting philosophy is conservative; that is budget low on revenues and high on expenses.

The budgeted fund types used by the Town are as follows:

#### **Governmental Funds**

General Fund	The General Fund is the chief operating fund for the Town. All general tax revenues and other receipts that are not allocated by law or contractual agreement to some other fund are accounted for within the General Fund. It includes all expenditures necessary to carry out basic governmental activities of the Town that are not accounted for through another fund. For the Town of Truckee, this includes such activities as public safety, maintenance of streets, public improvements, planning, zoning and general administrative services.
Special Revenue Funds	Special Revenue Funds are used to account for specific revenues that are legally and/or contractually restricted to expenditures for a particular purpose.
Capital Projects Funds	Capital Projects Funds are used to account for the expenditures of most capital projects undertaken by the Town. These funds receive transfers of resources from various Town funds, as well as outside sources such as grants.

#### **Proprietary Funds**

Enterprise Funds	Enterprise Funds are used to account for those activities that are supported primarily through user charges to external users. They are financed and operated in a manner similar to a private business entity. The Town has four budgeted enterprise funds: building & safety, parking, public transit and solid waste.
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#### **Fiduciary Funds**

Fiduciary Fund	The Town utilizes the fiduciary fund-type to account for resources held for the benefit of parties outside the Town or in a trustee capacity. The Town's only fiduciary fund tracks the activity of the Redevelopment Successor Agency.
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## NOTES ON BUDGET PREPARATION FY 2020/21

### BUDGET STATUS OF TOWN FUNDS –

CODE	FUND	FUND TYPE	BUDGET STATUS
101	General Fund	General Fund	Budgeted
200	Capital Projects Fund	Capital Projects Fund	Budgeted
201	Asset Forfeiture Federal Justice	Special Revenue Fund	Not Budgeted
202	Abandoned Vehicle Abatement Fund	Special Revenue Fund	Not Budgeted
203	Affordable Housing In-Lieu Fund	Special Revenue Fund	Budgeted
204	Air Quality Mitigation Fund	Special Revenue Fund	Budgeted
205	Downtown In-Lieu Parking Fund	Special Revenue Fund	Not Budgeted
206	Town Housing Fund	Special Revenue Fund	Not Budgeted
207	Town Bond Reserve Fund	Debt Service Fund	Not Budgeted
208	PEG Fund	Special Revenue Fund	Not Budgeted
209	Infrastructure In-Lieu Fund	Special Revenue Fund	Not Budgeted
210	Tahoe Donner TSSA Fund	Special Revenue Fund	Budgeted
211	Glenshire TSSA Fund	Special Revenue Fund	Budgeted
212	Brickelltown Maintenance Fund	Special Revenue Fund	Budgeted
213	Joerger Ranch Maintenance Fund	Special Revenue Fund	Budgeted
214	Railyard CFD	Special Revenue Fund	Budgeted
215	COPS Fund	Special Revenue Fund	Diff Budget Cycle
216	Asset Forfeiture State Enforcemt	Special Revenue Fund	Not Budgeted
217	Asset Forfeiture State Gang/Juv	Special Revenue Fund	Not Budgeted
218	Donner Pass Road CFD	Special Revenue Fund	Budgeted
250	Gas Tax Fund	Special Revenue Fund	Budgeted
252	Measure V Road Maint. Fund	Special Revenue Fund	Budgeted
253	Measure R Trails Fund	Special Revenue Fund	Budgeted
270	Traffic Impact Fees Fund	Special Revenue Fund	Budgeted
271	Facility Impact Fees - Law	Special Revenue Fund	Budgeted
272	Facility Impact Fees - Animal	Special Revenue Fund	Budgeted
273	Facility Impact Fees - Storm Drn	Special Revenue Fund	Budgeted
274	Facility Impact Fees - Gen Gov	Special Revenue Fund	Budgeted
298	Debt Service Fund	Debt Service Fund	Not Budgeted
299	Fleet Replacement Fund	Capital Projects Fund	Budgeted
301	BEGIN Re-use Program Income	Special Revenue Fund	Not Budgeted
302	BEGIN Housing Reimb Grant Fund	Special Revenue Fund	Not Budgeted
308	HOME Misc Income	Special Revenue Fund	Not Budgeted
309	HOME Re-Use Fund	Special Revenue Fund	Not Budgeted
310	CalHome Re-use Program Income	Special Revenue Fund	Not Budgeted
311	06-HOME-2452 Fund	Special Revenue Fund	Not Budgeted
312	06-CalHome-183 Fund	Special Revenue Fund	Not Budgeted
313	04-HOME-0761 Fund	Special Revenue Fund	Not Budgeted
314	00-CalHome-023	Special Revenue Fund	Not Budgeted
315	Home-0402 Sierra Village Apts	Special Revenue Fund	Not Budgeted
320	CDBG - Misc Income Fund	Special Revenue Fund	Not Budgeted
321	CDBG - Program Income Fund	Special Revenue Fund	Not Budgeted
322	CDBG 01-STBG-1614 Fund	Special Revenue Fund	Not Budgeted
323	CDBG 10-STBG-6741 Fund	Special Revenue Fund	Not Budgeted
324	15-CDBG-10566 Fund	Special Revenue Fund	Not Budgeted
330	Boulders Moderate Housing Fund	Special Revenue Fund	Not Budgeted
331	HCD Railyard Grant	Special Revenue Fund	Not Budgeted
501	Parking Fund	Enterprise Fund	Budgeted
502	Transit Fund	Enterprise Fund	Budgeted
503	Solid Waste Fund	Enterprise Fund	Budgeted
504	Building and Safety Fund	Enterprise Fund	Budgeted
599	Successor Agency Fund	Fiduciary Fund	Budgeted

## NOTES ON BUDGET PREPARATION FY 2020/21

### TOWN POLICY DOCUMENTS USED IN THE DEVELOPMENT OF THE ANNUAL BUDGET –

- **2018 Pavement Maintenance Program** – The 2018 Pavement Maintenance Program (PMP) is used to determine which roads, trails and parking areas will be programmed for maintenance and rehabilitation as part of the Capital Improvement Project budget. The PMP provides the Town staff with an index by which to evaluate the pavement condition on Town roads, assists in forecasting roadway deterioration and is used to develop cost-effective methods for maintaining roads at acceptable conditions. This document is created by the Engineering Division. The most recent update was approved by Council on April 10<sup>th</sup>, 2018. Road maintenance efforts cost the Town an average of \$7 million annually.
- **2009 Fleet Replacement Plan** – The Fleet Replacement Plan is a long-term financial plan to help guide staff on Town fleet vehicle replacement. The document identifies the criteria for equipment replacement. The document also established the base-line funding necessary for the Town to replace fleet vehicles and when it was initially approved, a Fleet Replacement Fund was created to monitor the saving and replacement spending. The last update to the Fleet Replacement Plan was in 2009.
- **Fiscal Policies** – The Fiscal Policies are detailed as part of this document. These policies were formalized in 2009.
- **Personnel Rules and Memoranda of Understanding with the Town’s Employee Groups** – The Personnel Rules and Memoranda of Understanding are used to determine the staffing costs included in the Personnel budgets for each Division. The last formal review of the Personnel Rules was completed in 2007. A complete review of the Personnel Policies is scheduled for completion in the summer of 2019. The Town came to an agreement with two of the three employment groups in early FY18/19. The Police Officer’s Association (POA) reached an agreement with the Town that was adopted by Council on April 9<sup>th</sup>, 2019. The employee group MOU’s are typically renegotiated every 3-5 years, based on the stipulations of the agreements.
- **Short-Range and Long-Range Transit Plans** – The Town of Truckee completed a Transit Plan during FY 16/17. The document identified a short and long range vision for transit in Truckee. Town’s Public Transit staff attempts to implement the visions of this plan as funding becomes available.
- **Solid Waste Franchise Agreement** – The Town contracts for garbage, recycling and yard waste collection and processing. The franchise agreement defines the services that will be provided and the method of determining the cost of those services. It is the primary driver in the creation of the Solid Waste division budget. As of July 1<sup>st</sup>, 2018, an updated and council-approved franchise agreement will go into effect.

## NOTES ON BUDGET PREPARATION FY 2020/21

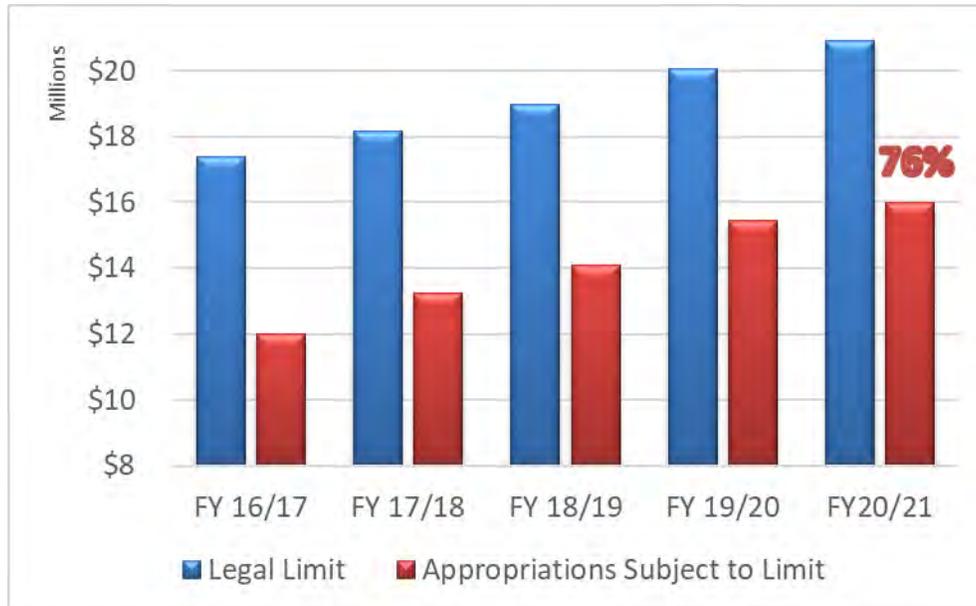
### GANN APPROPRIATIONS LIMIT –

The Gann Appropriations Limit was a ballot initiative adopted in 1980, modified by Proposition 111 in 1990, to limit the amount of tax proceeds state and local governments can spend each year. The Gann Limit has been codified into the California State Constitution as Article XIII B.

Each year, the limit is updated based on the amount of tax proceeds that were authorized to be spent in FY 1978/79 in the jurisdiction, changes in inflation and the population within the public jurisdiction during the subsequent year. Per California Revenue and Taxation Code section 2227, the Department of Finance (DOF) is required to transmit an estimate of the percentage change in population factor along with the change in cost of living to each public agency required to comply with the Gann Appropriations Limit provisions in order to update the limit for their jurisdiction. The state bases the cost of living adjustment on the DOF’s official report on changes in the state’s per capital income or in non-residential assessed valuation due to new construction.

The Gann Appropriations Limit only applies to revenues generated from specific categories. Expenditures from non-tax sources such as service charges, grants or beginning fund balances are unaffected by the Limit. Any overall receipts from tax sources greater than the limit would require a refund of the excess within the next two fiscal years or voter approval of an increase in the City’s limit.

For FY 2020/21, the Town’s tax revenue is only at 76% of the Gann Limit. The limit for FY 2020/21 was approved by Council, along with the budget, on Tuesday, June 9<sup>th</sup>, 2020.



### COST ALLOCATION PLANS –

The Town does not currently use any formal internal service funds to allocate out specific costs. The Town does allocate fleet maintenance costs, administrative overhead, some facilities costs and savings for the General Fund fleet replacements.

## NOTES ON BUDGET PREPARATION FY 2020/21

- The fleet maintenance division costs are allocated based on a five-year rolling average of actual costs. An allocation of the division's budgeted costs are expensed to each division monthly. At year end, the Fleet Maintenance Division provides the actual staff time incurred to work on each division's fleet and any associated part costs to true up each division's fleet maintenance expense to actuals. The actual Fleet Maintenance Division costs are used to develop the allocation to each division and the expensed amount is changed to the division's allocation of actual fleet maintenance costs.
- An administrative overhead amount is charged to three of the Town's enterprise funds: the Parking Fund, the Solid Waste Fund, and the Building and Safety Fund. During the budget process, the Town develops budgeted administrative overhead for enterprise funds. Allocated costs include the Town's administrative costs, specifically costs from the Town Council, the Town Manager, the Town Attorney, the Town Clerk & Communication Division, the Administrative Services Division, some expenses from the General Government and the Information Technology Division. This is intended to cover the cost of overall management, record keeping, payroll administration, human resources, general liability insurance and accounting, among other things. The amount charged to each division's budget is relative to personnel costs in each enterprise fund. At the end of each year, the calculation is performed again with actual expenses and the amount ultimately charged to the divisions is based on actual expenses.

The Redevelopment Successor Agency fiduciary fund has a separate formula for calculating the Administrative Cost reimbursement. The overall amount is approved by the State of California in the Recognized Obligation Payment Schedule.
- Three of the Town's enterprise funds are charged rent in addition to Administrative Overhead; the Parking Fund, the Solid Waste Fund, and the Building and Safety Fund. The rental charge is developed using the average base commercial square foot rental rate for commercial real estate within Truckee. The last analysis of base commercial rental rates was completed in June of 2014. Town staff attempts to update the commercial rental rates used every five years.

The rental rate also includes a portion of the facilities maintenance costs, including utilities. The amount is divided by the total square footage of the Town Hall building and added to the average commercial square foot. The amount budgeted to each division is the calculated square footage rate multiplied by the total square footage used by the division.

The Redevelopment Successor Agency fiduciary fund rent is equal to the amount calculated when the Redevelopment Agency was converted to the Redevelopment Successor Agency.
- Fleet Replacement Fund – Each of the Town's General Fund funded operating divisions that utilize fleet vehicles contribute a yearly amount to the Town's Fleet Replacement plan. The amounts are calculated as part of the development of the Town's Fleet Replacement Program. The yearly amount is equal to the total amount needed to replace every vehicle in the Division's fleet divided by the estimated life of each vehicle.

The Parking Fund, the Solid Waste Fund and the Building & Safety Fund save for vehicle replacements as part of their contingencies in their fund balances. The Transit Fund attempts to secure grant funding to pay for any bus replacements, as needed.

## NOTES ON BUDGET PREPARATION FY 2020/21

### SUMMARY OF FISCAL POLICIES –

The Town's Financial Policies are established to see that the Town's finances are managed in a manner that will (1) continue to provide for the delivery of quality services, (2) maintain and enhance service delivery as the community grows in accordance with the General Plan, (3) guarantee a balanced budget annually assuring that the Town is living within its means, and (4) establish reserves necessary to meet known and unknown future obligations. To achieve these goals the following Financial Policies are presented which include General Policies, Expenditure and Budgeting Policies, Revenue Policies, Cost of Service Policies, Reserve Policies, Debt Policies, Capital Improvement Policies and Fixed Asset and Infrastructure Policies.

**Expenditure and Budget Policies:** The Town's municipal code assigns the duty of budget creation to the Town Manager and the Administrative Services Director is assigned with assisting in the preparation of the proposed budget. Town staff uses the budget to obtain legal authority from the Town Council to expend funds.

- The Town does not prepare or use its budget with a "use it or lose it" mentality. Each year, Town staff is encouraged to only use the funds that have been approved and that they have an actual business necessity for. In some cases, when staff lacks the staff hours to complete all activities for which they have a budget or Council priorities change and the budgeted funds are no longer needed, savings are created. These unofficial savings are presented to council as one-time money available for their discretion or are re-budgeted for the following year if the Division is going to do the work in the following budget year. The Town's fiscal stability has allowed it to maintain this budgeting philosophy.

Additionally, the Town has the following policies:

1. The operating budget will be prepared to fund current year expenditures with current year revenue. Surplus fund balances may be used to increase reserves, fund Capital Improvement Projects or be carried forward to fund future years' operating budgets when necessary to stabilize services and fund capital outlay.
2. The Town will deliver service in the most cost effective manner.
3. The budget will state the objectives of the operating programs.
4. The budget will fully account for and apportion all costs, fees and General Fund transfers, associated with Special Revenue and Enterprise Funds.
5. All budget transfers require the approval of the Town Manager or designee except those affecting personnel and capital outlay which must be approved by the Town Council.
6. The Town will fully fund accrued unused vacation annually.
7. The Town will periodically update replacement and maintenance plans and incorporate them into the budget.

## NOTES ON BUDGET PREPARATION FY 2020/21

### Revenue Policies:

1. The Town will strive to maintain a diversified and stable revenue base that is not overly dependent on any land use, major taxpayer, revenue type, restricted revenue, inelastic revenue or external revenue.
2. The Town will aggressively pursue revenue collection and auditing to assure moneys due to the Town are accurately received in a timely manner.
3. The Town will seek Federal and State grants and reimbursements for mandated costs whenever possible.
4. The Town will investigate potential new revenue sources, particularly those that will not add to the tax burden of residents or local businesses.
5. The Town will work proactively with the League of California Cities and local communities to monitor legislation that may impact the Town financially.
6. The Town will avoid targeting revenues for specific purposes whenever possible.
7. The Town will impose user fees when appropriate.
8. The Town will adopt a user fee policy which establishes desired levels of cost recovery and determines the minimum frequency of user fee reviews.
9. The fees and charges will be set at a level that fully supports the total direct and indirect cost of the activity, including administrative overhead and depreciation, and in accordance with the Town's Fee Policy.
10. The Town will maintain and further develop methods to track major revenue sources and evaluate financial trends.
11. The Town will establish methods to maximize the accuracy of revenue forecasts.

### Cost of Services Policies:

1. The Town will recover the costs of new facilities and infrastructure necessitated by development, consistent with State law.
2. The Town will consider requiring large developments to prepare a fiscal analysis which measures direct and indirect costs and benefits to the Town.

### Reserve Policies:

1. The Town will establish, dedicate and maintain reserves annually to meet known and estimated future obligations.
2. The Town will establish Specific Reserve Account which include but are not limited to designated reserves for the following:
  - a. General Fund Reserve for economic uncertainties and working capital equal to 25% of General Fund Revenues.
  - b. Liability Insurance
  - c. Replacement of vehicles and major equipment (accomplished through the Fleet Replacement Fund)

## NOTES ON BUDGET PREPARATION FY 2020/21

- Council has also tasked staff with preparing the budget so as to maintain a target of \$5 million in General Fund unallocated reserves in each of the five years of the budget forecast. This is shown on the General Fund - Fund Balance Calculation sheet.

### Debt Policies:

1. The Town will limit the use of debt so as not to place a burden on the fiscal resources of the Town and its taxpayers.
  - Currently, the Town only has two outstanding General Fund debt obligations and one non-General Fund debt obligation. The budget includes the plan to issue a third General Fund debt obligation for the construction of additional buildings at the Public Service Center (detailed in C1609).
2. The Town will limit long-term borrowing to capital improvements or projects that cannot be financed from current revenues.
  - The Town currently has three outstanding debt obligations and all three were used to finance capital purchases or capital construction, specifically the purchase of the Town Hall building, the construction of a Public Service Center and capital projects within the Town's Redevelopment Project Area, including streetscape of the Brickelltown Maintenance District area.
3. When capital projects are financed, the Town will amortize the debt within a period not to exceed the expected useful life of the project.
4. The Town will attempt to limit the debt ratio (debt guaranteed by the General Fund) to 10%. The debt ratio is calculated by the relationship between the debt and the General Fund revenue.
  - The Town's debt ratio for FY 18/19 is 2.4%. This is calculated by dividing the debt service payments for the year by the total expected revenues. The Town has budgeted to issue new debt for the construction of a public service center garage. This issue will bring the debt ratio to 3.2%.
5. Whenever possible, the Town will investigate the use of special assessment, revenue or other self-supporting bonds to limit the General Fund obligation for debt service payments.
  - The Town has assisted in the creation of two maintenance districts within the last five years, with plans for additional districts in the next five years. The districts were created to fund the on-going maintenance of the two areas.
6. The Town will not use long-term debt for current operations.
  - The Town does not have any outstanding long-term debt for current operations.
7. The Town will not use short-term borrowing to support routine operations, provided however, that it may be used to meet temporary cash flow needs.
  - The Town has not used any short-term borrowing to support routine operations, but does have a 30-day line of credit for purchasing cards to make the purchasing process more efficient.
8. The Town will maintain strong communications with bond rating agencies about the Town's financial condition and will follow a policy of full disclosure on financial reports and bond prospectus.

## NOTES ON BUDGET PREPARATION FY 2020/21

- The Town received an “AA+” rating from S&P Global as part of a rating for a bond refinancing process in 2017.
9. The Town will strive to maintain and improve the Town’s bond rating.
    - The recent “AA+” rating was an increase from an “AA” rating as part of a bond refinancing completed in 2015.
  10. The Town will utilize interfund loans when possible to reduce the cost of financing capital improvements.
    - The Parking Fund purchased a parking lot in FY 16/17 and is expected to complete the purchase of a second lot in FY 19/20. Half of the funding for the purchases is in the form of a loan from the General Fund. The Parking Fund is scheduled to repay the General Fund \$100,000 a year starting in FY 19/20. The total loan is expected to be repaid within five years. There are no other interfund loans.

### **Capital Improvement Policies:**

1. The Town will construct all capital improvements in accordance with an adopted capital improvement program.
  - Please see Section 11 of this budget for the Town’s Capital Improvement Project plan.
2. The Town will develop a five-year plan for capital improvements to be updated at least bi-annually. Future capital expenditures will be projected annually for a five-year period based on changes in the community population, real estate development or replacement of infrastructure.
3. The Town will coordinate preparation of the Capital Improvement Budget with preparation of the Operating Budget. Future operating costs associated with new capital improvements will be projected and included in the Operating Budget forecasts.
4. The Town will identify the estimated costs and potential funding sources for each proposed capital project before it is submitted to Council for approval.
  - Each project detailed in the Town’s Capital Improvement plan budget lists the expected funding sources for every project in the Plan. All funding sources and the projects that are expected to be funded from that source over the five year horizon are included.
5. The Town will attempt to determine the least costly financing method for all new projects.
6. The estimated cost of Capital replacement for enterprise funds such as the Building and Safety Fund and Parking Fund will be updated at least every two years to ensure that rates and charges are covering the cost of operating these programs.

### **PERSONNEL BUDGETS –**

**Personnel Allocations:** Employee’s personnel costs (including wages and benefits) are allocated to the division for whom their position completes work based on the estimated amount of time the position spends working on the particular division.

## NOTES ON BUDGET PREPARATION FY 2020/21

**Wages:** The wage budget included in each division's operating budget includes an allocation of the salary of each employee in the division. The employee groups' memoranda of understanding (MOU) dictate employees' potential cost of living and pay-for-performance increases. The MOUs were opened for negotiation during FY17/18. The Town reached agreements with the Mid-management employee group and the General Employee's Association in the spring of FY17/18. An agreement was reached with the Police Officer's Association in April of 2019.

- The cost of living adjustment included in those agreements was applied to the wages in developing the budgets for FY19/20.
- Performance based pay increases for employees are based on the budget-to-budget increase of certain General Fund revenue items. The potential pay-for-performance increase was included in the development of the wage budgets. Based on the FY20/21 budget-to-budget specific revenue increases, Town staff will be eligible for a 3% pay-for-performance pool in FY20/21.
- Once employees have reached the top of their position's salary range, they are no longer eligible for pay-for-performance increases. The budget for the wages for the employees who are in that position, do not include amounts for a pay-for-performance increase. These employees are eligible for a limited lump-sum payment based on the terms of the MOU under which they are covered, which has been included in the wage budgets.

Temporary and seasonal employees do not belong to an employee group and are not covered under an MOU. The budgeted wages for temporary and seasonal employees are calculated based on the expected pay rate times the expected or necessary hours.

**Overtime Pay:** Overtime is paid to hourly employees who work in excess of a certain hours limit.

The members of the Police Officers Association are eligible for Holiday Pay as a provision of their MOU. For each Town holiday, a POA member accumulates twelve hours (the overtime rate for a regular holiday) into a bank. The bank is cashed out during the first pay period in December. The budget for Holiday Pay includes any specialty pay items the POA member is eligible for.

**Standby Pay:** Specific divisions of the Town's Public Works Department require that their employees remain available for call-out during non-regular working hours to complete snow removal. For most positions, standby pay is calculated as 15% of the employee's normal hourly rate. The standby pay budgets are developed using an average employee hourly rate and multiplied by the standby pay factor (15%) multiplied by the expected number of standby hours needed. The number of hours needed is determined by the individual division managers based on previous year standby hours and expectations for the coming year.

**CalPERS:** The Town has contracted with the California Public Employees Retirement System (CalPERS) to provide the Town's employees with a defined benefit retirement plan. The budget for CalPERS retirement is included in the Benefit line item in each division's operating budget.

The Town is given an actuarial report each year which details the rates the Town must pay to fund the benefit for the following fiscal year. The two main categories the Town is responsible for are the normal cost and the unfunded actuarial liability (UAL).

## NOTES ON BUDGET PREPARATION FY 2020/21

- CalPERS calculates the normal cost as a percentage of non-overtime payroll. The Town has six different normal cost rates based on the specific retirement formula Town employees are eligible for, called tiers. The retirement formulas of each tier are based on the employees job type (safety or miscellaneous) and their hire date. The Town's budget for the CalPERS normal rate includes a specific allocation for each employee of the division based on the budgeted wages multiplied by the specific employee's normal cost rate, as supplied by CalPERS.
- The UAL is the additional amount the Town owes to CalPERS. It represents the difference between a prior year's expected returns and actual returns, as well as changes in actuarial assumptions. The cost of the difference is allocated over 30 years. The UAL amounts are billed as per year lump sums. The Town takes those lump sums, divides them by the total expected payroll per tier and creates a UAL percentage. The budget for the CalPERS UAL takes the budgeted wage for each employee and multiplies it by the employee's specific tier UAL rate multiplied by the employee's allocation to the specific division.

**Employer Paid Payroll Taxes:** The Town is responsible for three types of employer paid payroll taxes; FICA, Medicare and state unemployment insurance. The budget for employer paid payroll taxes is included in the benefit line item in each division's operating budget.

- The Federal Insurance Contribution Act (FICA) tax is social security. The Town only offers Social Security benefits to employees who are not eligible for CalPERS benefits, which includes seasonal and temporary employees. The budget for FICA is calculated as 6.2% (the 2020 federally imposed social security rate) of the applicable employee's budgeted wages.
- The budget for Medicare tax is calculated as 1.45% of the first \$200,000 of each employee's budgeted wages.
- The State of California requires that employers pay an unemployment insurance (UI) tax for every employee to fund a social security benefit for California's workers who lose their jobs. The UI rate for each organization in the state is determined by the California Employment Development Department (EDD) based on claims made to the EDD for benefits from prior employees of the organization. The rate is only applied to the first \$7,000 paid to each employee per calendar year. The Town's rate is currently 6.2%. The budget for UI is calculated as \$434 ( $\$7,000 \times 6.25\%$ ) per employee.

**Health Insurance:** The Town currently contracts with CalPERS for health benefits. The Town contributes a maximum fixed amount to employee health coverage. The contribution amounts are defined in the employee group MOUs, and vary by group. The budget for health insurance includes the maximum amount the Town would pay for each employee's current year health care option (i.e. employee, employee and one dependent, employee and family) including the maximum Town-paid potential mid-year increase (10%). For employees who are currently opted out of health coverage, the budget is the maximum opt out provision the position is eligible for as defined in the employee group MOUs. For vacant positions, the budget is the family contribution. The budget for this item is included in the benefits line item of each division's operating budget.

## NOTES ON BUDGET PREPARATION FY 2020/21

**Dental & Vision Insurance:** The Town mandates that every employee participate in the dental and vision plans. The Town contributes a maximum fixed amount to employee dental and vision coverage. The contribution amounts are defined in the employee group MOUs, and vary by group. The budget for dental and vision insurance is calculated as the maximum amount the Town would pay for the employees current coverage option (i.e. employee, employee and children, employee and family), including the maximum Town-paid potential mid-year increase (10%). For vacant positions, the budget is the employee & family contribution. The budget for these items is included in the benefits line item of each division's operating budget.

**Life Insurance:** The Town provides basic term life insurance for all employees. The Town currently contributes \$12.50 per month per employee. The amount included in each division's life insurance budget line is \$150 per full-time benefited employee. The budget for this item is included in the benefits line item of each division's operating budget.

**Workers Compensation:** The Town is self-insured for Worker's Compensation through the Public Agency Risk Sharing Authority of California (PARSAC) joint powers authority. Every year, PARSAC provides the total worker's compensation bill as a lump sum. The Town calculates a worker's compensation rate based on the lump sum amount and the applicable estimated personnel costs (regular wages and overtime). At the end of the year, staff "trues up" the workers compensation amount so that the year-end amount is equal to the division's proportionate cost, based on the regular wages and overtime charged to that division.

**Deferred Compensation:** In addition to providing a defined benefit plan to its employees, the Town supplements employee's retirement with limited contributions to employee's defined contribution plan. The amount the Town contributes varies by employee group, as negotiated in the employee group MOUs. The Department Heads, Mid-Management group and the General Employee's Association have deferred compensation items in their MOUs.

**Retiree Health Savings (RHS):** The department heads and the members of the Mid-Management Group receive contributions from the Town for an RHS account.

**Other:** Other line items in the personnel budgets are to provide for amounts as negotiated in the department head's individually negotiated contracts. The division detail pages indicate the nature of those items (i.e. car allowance).

### PROJECTIONS –

The below table details the Town's projections for revenues and expenses. If the Town has knowledge of how a specific budget line item will change (i.e. due to a multiyear contract), the specific numbers are used rather than the projections below. The projections are based on historical changes in those items or contracted changes (for benefit items).

## NOTES ON BUDGET PREPARATION FY 2020/21

Wages are estimated by employee, taking into account the terms of the various memoranda of understanding and the salary range caps on individual positions. Pension costs are projected by employee using the rate projections in the Town's actuarial valuation.

REVENUE AND EXPENDITURE PROJECTION PERCENTAGES				
	2021/22	2022/23	2023/24	2024/25
<b>REVENUES</b>				
Property Tax	0.0%	1.0%	2.0%	2.0%
Sales Tax	2.0%	2.0%	2.0%	1.0%
Transient Occupancy Tax	3.0%	3.0%	2.0%	2.0%
Charges for Services	3.0%	2.0%	2.0%	2.0%
Other	3.0%	2.0%	2.0%	2.0%
<b>EXPENSES</b>				
Wages (Not on wage estimator)	3.0%	3.0%	2.0%	2.0%
Standby Pay	3.0%	3.0%	2.0%	2.0%
Overtime	3.0%	3.0%	2.0%	2.0%
<b>Benefits</b>				
Taxes - FICA	3.0%	3.0%	2.0%	2.0%
Taxes - Medicare	3.0%	3.0%	2.0%	2.0%
Taxes - Unemployment	1.0%	1.0%	1.0%	1.0%
Health	10.0%	10.0%	10.0%	10.0%
Dental	10.0%	10.0%	10.0%	10.0%
Vision	10.0%	10.0%	10.0%	10.0%
Life	10.0%	10.0%	10.0%	10.0%
Worker's Comp	3.0%	3.0%	2.0%	2.0%
Deferred Compensation	3.0%	3.0%	2.0%	2.0%
RHS	3.0%	3.0%	2.0%	2.0%
Car Allowances	0.0%	0.0%	0.0%	0.0%
Services & Supplies	3.0%	3.0%	2.0%	2.0%
Capital Outlay	3.0%	3.0%	2.0%	2.0%

### LITIGATION –

The Town does not have any current or pending litigation.

**NOTES ON BUDGET PREPARATION  
FY 2020/21**

**DEBT OBLIGATIONS –**

<u>Description</u>	<u>Sources of Funding</u>	<u>Outstanding Principal Balance as of July 1, 2020</u>
Construction of the Public Service Center Garages	The General Fund obligation for FY20/21 is \$284,125. These bonds were issued in 2019 with a par of \$4,920,000. The bonds were issued with a 25-year term.	\$4,920,000
Construction of a Public Service Center	The General Fund obligation for FY 20/21 is \$292,269. The original issue of \$5,000,000 was issued in two parts, \$3,355,000 was a regular bond issuance and \$1,645,000 was issued as tax-exempt bonds. These bonds were refinanced in 2017. The original bonds were issued under a 30-year term.	\$4,200,000
Town Hall Building Purchase	The General Fund obligation for FY 18/19 is \$375,700. The original issue of \$5,615,000 was refinanced in 2015. The bonds were issued under a 25-year term.	\$3,530,000
	<b>Total General Fund Debt Obligation</b>	<b>\$12,650,000</b>
Redevelopment Bonds	The bonds were issued by the Redevelopment Agency in 2010. The funds from these bonds were eventually used to pay for a streetscape project in the Brickelltown Maintenance District. The bonds were issued under a 30 year term and are now the obligation of the Redevelopment Success Agency. These bonds were reissued in 2020.	\$12,065,000
	<b>Total Redevelopment Success Agency Debt Obligation</b>	<b>\$12,065,000</b>

## APPENDIX B – GLOSSARY OF BUDGET TERMS

**Account** – A four-digit number describing a revenue or expenditure.

**Adopted Budget** – The adopted budget is the annual operating budget approved by the Town Council for the fiscal year.

**Beginning Balance** – Unencumbered resources available in a fund from the prior fiscal year after payment of prior fiscal year expenditures.

**Bond** – Capital raised by issuing a written promise to pay a specified sum of money, called face value or principal amount, with interest at predetermined intervals.

**Budget** – A fiscal plan of financial operating listing an estimate of proposed expenditures and the proposed means of financing them. The budget must be approved by the Town Council prior to the beginning of the fiscal year.

**California Public Employees’ Retirement System (CalPERS)** – The retirement system, administered by the State of California, to which all regular Town of Truckee employees belong.

**Capital Asset/Capital Outlay** – Land, infrastructure, and equipment used in operations that have a useful life greater than one year. The Town has set a capitalization threshold for capital asset at \$5,000. Expenditures made for capital assets are commonly referred to as “Capital Outlay”, and are shown in either the CIP or department budgets depending on whether the capital asset to be acquired is part of the Town’s capital improvement plan or needed for daily departmental operations.

**Capital Improvement Plan (CIP)** – The five-year financial plan for capital outlay to improve and/or maintain the Town’s infrastructure. Also lays out the Town’s plans for large, infrequent projects outside the normal scope of operations, such as the General Plan Update.

**Consumer Price Index (CPI)** – An indicator of inflation, used in calculating increases in salary increases, parcel charges and other calculations.

**Contingency** – A portion of the fund balance set aside by Council direction for a specific purpose, usually to protect the Town or a specific fund in times of economic downturn. Use or a change in the balance of a contingency is done via approval during the budget process.

**Debt Service** – Payment of the principal and interest on an obligation resulting from the issuance of bonds.

**Department** – An organization unit comprised of divisions or functions. It is the basic unit of service responsibility encompassing a broad mandate of related activities.

**Designation** – A portion of the fund balance set aside by Council direction for a specific purpose, such as streetscaping projects or economic development. Use is planned via the budget process or council direction.

## APPENDIX B – GLOSSARY OF BUDGET TERMS

**Division** – An organizational unit of a department, responsible for a specific activity related to public service.

**Expenditure** – The actual spending of governmental funds.

**Fiscal Year** – A twelve-month period of time to which the budget applies. In the Town of Truckee, the fiscal year is July 1 through June 30.

**Fund** – An independent fiscal and accounting entity with a self-balances set of accounts, used to record all financial transactions related to the specific purpose for which the fund was created.

**Fund Balance** – The difference between fund assets and fund liabilities.

**Gann Limit** – State of California legislation that limits a City's appropriations growth rate to changes in population and either the change in California per capital income or the change in local assessment roll due to non-residential new construction.

**General Fund** – The primary fund of the Town of Truckee used to account for all revenues and expenditures of the Town not legally restricted as to use. This fund is used to accumulate the cost of the Town's general obligations.

**Governmental Accounting Standards Board (GASB)** – This organization establishes generally accepted accounting principles (GAAP) for state and local governments.

**Grant** – A contribution or gift of cash or other assets from another governmental entity or foundation to be used or expended for a specific purpose, activity or facility. An example is the Community Development Block Grant (CDBG) provided by the federal government.

**Infrastructure** – Facilities on which the continuance and growth of the community depend, such as roads, sidewalks, parks and public buildings.

**Inventory** – Supplies that the Town needs to have on hand for service purposes such as chains for snow removal equipment or sign posts.

**Lease Revenue Bonds** – A lending agreement secured by a lease on the acquired asset or other assets of the Town.

**Memoranda of Understandings (MOU)** – The documented agreements results from labor negotiations between the Town of Truckee and its various bargaining units.

**Operating Budget** – Annual appropriations of funds for ongoing program costs, including salaries and benefits, services and supplies. This is the primary means by which most of the financing, acquisition, spending and service delivery actions of the Town are controlled. Reserves and contingencies are also components of the Town's operating budget.

**Ordinance** – A formal legislative enactment by the Town Council. It has the full force and effect of law within the Town's boundaries.

## APPENDIX B – GLOSSARY OF BUDGET TERMS

**Other Post-employment Benefits (OPEB)** – Post-employment benefits are those benefits other than pension benefits, including post-employment healthcare (retiree medical) or other non-pension benefits.

**Personnel** – A budget category that generally accounts for salaries for regular and temporary employees, overtime, and employee benefits, such as medical, dental, pension, and deferred compensation.

**Projections** – The Administrative Services Department’s five-year forecast of revenues and expenditures.

**Proposed Budget** – The proposed budget is the budget that is sent to the Town Council by the Town Manager. Once approved, the proposed budget, including changes made by the Town Council during its review, becomes the adopted budget.

**Proprietary Funds** – Town of Truckee activities that operate in a manner similar to private enterprises. Revenues are derived from fees charged to users, and the programs are largely cost covering. Also referred to as Enterprise Funds.

**Reserve** - A portion of the fund balance set aside by Council direction to save for a known future cost, such as road maintenance. Use is planned via the budget process or council direction.

**Resolution** – A special order of the Town Council, with a lower legal standing than an ordinance.

**Revenues** – Revenues include tax proceeds and compensation received for specific services provided to the public (external revenues), as well as revenues received from other funds (internal revenues).

**Special Revenue Fund** – This fund type is used to account for City revenues from sources that, by law or administrative action, are designated to finance particular functions or activities of government.

**Supplies and Services** – Expenditures for items that are ordinarily consumed within a fiscal year.

**Transfers In or Transfers Out** – Movement of revenue out of one fund or into another. The recipient fund uses the money to cover the cost of services provided (such as when the Gas Tax Fund transfers money to the General Fund).

**Transient Occupancy Tax** – A tax imposed on travelers who stay in temporary lodging facilities within the Town. Also referred to as bed tax or hotel tax.

## APPENDIX C – ACRONYM LIST

### - A -

A4AA – Area 4 Agency on Aging  
 AB -  
 ADA – American’s with Disabilities Act  
 AHSC – Affordable Housing and Sustainable Communities  
 AICP – American Institute of Certified Planners  
 APA – American Planning Association  
 APWA – American Public Works Association  
 ATP – Active Transportation Program  
 ATSSA – American Traffic Safety Services Association  
 AVL – Automatic Vehicle Location  
 AV – Audio visual system

### - B -

BEST – Balanced Employee Safety Team  
 BUD - Budget

### - C -

CA – California  
 CAD – computer aided design (software)  
 CAFR – Comprehensive Annual Financial Report  
 CalACT – California Association for Coordinated Transportation  
 CALBO – California Building Officials  
 CalPERS – California Public Employee’s Retirement System  
 CalTIP – California Transit Indemnity Pool  
 CAM – Common Area Maintenance  
 CAP – Climate Action Plan  
 CBOAC – County Building Officials Association of California  
 CCAC – Clerks’ Association of California  
 CDBG – Community Development Block Grant  
 CDBW – California Department of Boating Waterways  
 CDD – Community Development Department  
 CFD – Community Facilities District  
 CIP – Capital Improvement Plan/Project  
 CLETS – California Law Enforcement Telecommunications System  
 CMS – Content Management System  
 COBRA – Consolidated Omnibus Budget Reconciliation Act (employee benefit continuation)  
 COLA – Cost of Living Adjustment  
 COPS – Citizens Option for Public Safety  
 CPI – Consumer Price Index  
 CRRRA – California Resource Recovery Association  
 CSMFO – California Society of Municipal Finance Officers  
 CSO – Community Service Officer  
 CTSA – Consolidated Transportation Services Agency

### - D -

DAR – Dial-A-Ride  
 DCD – Director of Community Development  
 DMV – Department of Motor Vehicles (California)  
 DOF – Department of Finance (California)  
 DOJ – Department of Justice  
 DOT – Department of Transportation (California)  
 DPR – Donner Pass Road  
 DPW/TE – Director of Public Works, Town Engineer  
 DTSP – Downtown Specific Plan  
 DUI – Driving under the influence

### - E -

EAP – Employee Assistance Program  
 EPA – Environmental Protection Agency  
 ERL – Eastern Regional Landfill  
 EV – Electric Vehicle

### - F -

FICA – Federal Insurance Contributions Act (employment tax)  
 FPPC – Fair Political Practices Commission  
 FTA – Federal Transit Administration  
 FTE – Full-Time Equivalent  
 FY – Fiscal Year

### - G -

GASB - Governmental Accounting Standards Board  
 GFOA – Governmental Finance Officers Association  
 GIS – Geographic Information Systems  
 GPS – Global Positioning System

### - H -

HCD – California Department of Housing and Community Development  
 HOME – Home Investment Partnership Program Grant  
 HPAC – Historic Preservation Advisory Commission  
 HRS - Hours  
 HSIP – Highway Safety Improvement Program  
 HSTT – Humane Society of Truckee-Tahoe  
 HUD – United States Department of Housing and Urban Development  
 HVAC – Heating, ventilation and air conditioning  
 HWY - Highway

### - I -

ICC – International Code Council  
 ID – Identification  
 IIMC – International Institute of Municipal Clerks  
 IMSA – International Municipal Signal Association  
 IT – Information Technology

## APPENDIX C – ACRONYM LIST

### - L -

LAFCO – Local Agency Formation Commission  
 LAIF – Local Agency Investment Fund  
 LCC – League of California Cities  
 LCTOP – Low Carbon Transit Operations Program  
 LTF – Local Transportation Fund

### - M -

MDC – Mobile Data Computers  
 MOU – Memorandum of Understanding  
 MS4 – Municipal Separate Storm Sewer System  
 MVL – Motor Vehicle License

### - N -

NBPC – Non-Base Pay Compensation  
 NCSO – Nevada County Sheriff's Office  
 NCTC – Nevada County Transportation Commission  
 NPDES – National Pollutant Discharge Elimination System  
 NSAQMD – Northern Sierra Air Quality Management District  
 NTLE – North Lake Tahoe Express  
 NTTT – North Tahoe Truckee Transport  
 NVC / NV CO – Nevada County

### - O -

OES – Office of Emergency Services  
 OMS – Operating Management System  
 OPEB – Other Post Employment Benefits  
 OSHA – Occupation Safety and Health Administration

### - P -

PARSAC – Public Agency Risk Sharing Authority of California  
 PEG – Public Education and Government Access  
 PERS – Public Employees Retirement System  
 PIOO – Public Information Officer's Organization  
 PMP – Pavement Management Program  
 POST – Police Officer Standard Training  
 PTMISEA – Public Transportation Modernization, Improvement and Service Enhancement Account  
 PUD – Public Utility District  
 PW – Public Works

### - R -

R & T – Revenue and Taxation  
 RA – Redevelopment Agency  
 RAB – Roundabout  
 RHNA – Regional Housing Needs Allocation  
 RHS – Retirement Health Savings  
 RMS/CAD – Records Management System/Computer Aided Dispatch Replacement

ROPS – Recognized Obligation Payment Schedule  
 RPTTF – Redevelopment Property Tax Trust Fund  
 RSA – Redevelopment Successor Agency  
 RSTP – Regional Safety and Transportation Program

### - S -

SAFETEA-LU – Safe, Accountable, Flexible Efficient Transportation Equity Act: A Legacy for Users  
 SAN – Storage Attached Networks  
 SB – Senate Bill  
 SGMA – Sustainable Groundwater Management Act  
 SHOPP – State Highway Operation and Protection Program  
 SHRM – Society of Human Resources Management  
 SIR – Self-insured retention  
 SRO – School Resource Officer  
 SSL – Secure Socket Layer  
 STA – State Transit Assistance  
 STBG – Surface Transportation Block Grant  
 SWMP – Storm Water Management Program

### - T -

TART – Tahoe-Truckee Area Regional Transit  
 TCC – Town Clerk and Communications Division  
 TDA – Transportation Development Act  
 TDPUD – Truckee Donner Public Utilities District  
 TIGER – Transportation Investment Generating Economic Recovery  
 TNT/TMA – Truckee/North Tahoe Transportation Management Association  
 TOT – Transient Occupancy Tax  
 TPD – Truckee Police Department  
 TRCD – Tahoe Resource Conservation District  
 TRPA – Tahoe Regional Planning Agency  
 TSSA – Town Special Service Area  
 TTAD – Truckee-Tahoe Airport District  
 TTBID – Truckee Tourism Business Improvements District  
 TTEA – Tahoe-Truckee Engineers Association  
 TTSD – Truckee-Tahoe Sierra Disposal  
 TTUSD – Truckee-Tahoe Unifies School District

### - U -

UPRR – Union Pacific Railroad

### - # -

4WD – Four wheel drive