



TAHOE FOREST
HOSPITAL DISTRICT

2025-10-28 Joint Meeting of the Town of Truckee and TFHD Board of Directors

Tuesday, October 28, 2025, 5:30 pm

Truckee Town Hall

10183 Truckee Airport Road, Truckee, CA 96161

Meeting Book - 2025-10-28 Joint Meeting Town of Truckee and TFHD Board of Directors

Special Meeting

Agenda

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Items For Discussion and/or Action

5.1. Tahoe Truckee Homeless Action Coalition (TTHAC) Recommendations for Proposed One Year Navigation Center Pilot (Pilot), Shelter Beds, Interim Beds, Day Services and Funding Source

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Joint Town Council and Tahoe Forest Hospital District Meeting Agenda

October 28, 2025, 5:30 PM

Town Hall – Administrative Center | 10183 Truckee Airport Road, Truckee, CA, 222 West
Merchandise Mart Plaza, Suite 228, Chicago, IL 60654 and 13810 Donner Pass Road, Truckee,
CA 96161

Comments sent through the public comment form before 2:00 p.m. will be distributed to Town Council, Tahoe Forest Hospital District Board Members, Town Department Heads, and posted for public view by 2:30 p.m. [Submit Public Comment to Council.](#)

1. **Call to Order**

2. **Roll Call:**

Town of Truckee: Council Members Lindsay Romack, Courtney Henderson, Dave Polivy, Vice Mayor Anna Klovstad, and Mayor Jan Zabriskie.

Tahoe Forest Hospital District: Board Members Alyce Wong, Mary Brown, Dale Chamblin, Vice Chair Dr. Robert Darzynkiewicz, and Chair Michael McGarry.

3. **Pledge of Allegiance**

4. **Public Comment:** This is an opportunity for members of the public to address the Council on items that are not on this agenda. Please state your name for the record. Comments are limited to three minutes. Under state law, the Council cannot take action on an item not on the agenda. The Council may choose to acknowledge the comment or, where appropriate, briefly answer a question, refer the matter to staff, or set the item for discussion at a future meeting.

5. **Joint Meeting**

5.1 **Tahoe Truckee Homeless Action Coalition (TTHAC) Recommendations for Proposed One Year Navigation Center Pilot (Pilot), Shelter Beds, Interim Beds, Day Services and Funding Source.**

Recommendation: That Town Council and Tahoe Forest Hospital District Board:

Truckee Town Council:

- A. Approve the TTHAC-identified preferred location at 12315 Deerfield Drive, Truckee for a one-year pilot Navigation Center with interim beds and shelter beds.
- B. Accept TTHAC's recommendation that Nevada County exercise superior jurisdiction pursuant to Government Code Sections 53090-53091. Town Council recognizes that no Town action is required for Nevada County to take such action.
- C. Adopt Resolution 2025-67 waiving the statutory 60-day notification period related to Government Code Section 25351 (B) and (D).
- D. Authorize the Town Manager to execute a contract with Nevada County, or a trusted community partner, in an amount not to exceed \$360,000 in one-time funds for a one-year pilot

Navigation Center (Model B) providing up to 6 interim beds (year-round) and up to 10 drop-in shelter beds (24/7, year-round) and day services at 12315 Deerfield Drive.

E. Authorize budget adjustment up to \$360,000 from one-time federal funds remaining from American Rescue Plan Act (ARPA) to fund one-year pilot program.

F. Authorize Town staff to expedite tenant improvement permit processing if necessary to facilitate a January 2026 target opening.

G. Provide direction and approve the proposed 120 Day Navigation Center pilot community engagement and communications plan.

H. Provide direction to TTHAC to evaluate the success of the pilot after six months to determine if the pilot navigation center is a successful service model.

I. Provide direction regarding a call to action for TTHAC to raise additional funds to support the pilot program and prioritize developing a long-term sustainable funding source to support the continuation of the pilot navigation center, should it be extended after the pilot period based on success of the pilot.

Tahoe Forest Hospital District:

A. Authorize the President & CEO to execute a contract with Nevada County, or a trusted community partner, not to exceed \$360,000 to support a one-year pilot Navigation Center to facilitate interim housing for up to 6 individuals (year-round) and up to 10 shelter beds (24/7, year-round) at 12315 Deerfield Drive, Truckee.

6. Adjournment

Truckee Town Council:

To the next regular meeting of the Truckee Town Council, November 10, 2025, 5:00 p.m. at Town Hall, 10183 Truckee Airport Road, Truckee, CA.

Tahoe Forest Hospital District:

To the next regularly scheduled meeting of the Board of Directors of Tahoe Forest Hospital District is November 20, 2025, at Tahoe Forest Hospital – Eskridge Conference Room, 10121 Pine Avenue, Truckee, CA, 96161. A copy of the board meeting agenda is posted on the District's web site (www.tfhd.com) at least 72 hours prior to the meeting or 24 hours prior to a Special Board Meeting. Materials related to an item on this Agenda submitted to the Board of Directors, or a majority of the Board, after distribution of the agenda, are available for public inspection in the Administration Office, 10800 Donner Pass Rd, suite 200, Truckee, CA 96161, during normal business hours.

Posting: I declare a copy of this agenda was posted at Town Hall, 10183 Truckee Airport Road, and 10121 Pine Ave, Truckee, CA, on October 23, 2025, by 5:00 p.m. Agenda packets will be available for public review beginning October 23, 2025, after 5:00 p.m., at Truckee Town Hall, Tahoe Forest Hospital, and online at www.townoftruckee.gov and www.tfhd.com.

Sarah Ring, Deputy Town Clerk

Note: As a sustainable practice, a separate agenda for the Truckee Redevelopment Successor Agency and Public Financing Authority will be provided only if there are items to consider. If the meeting is cancelled, the agenda will be combined with the Council Agenda. If there are items for the Truckee Redevelopment Successor Agency and Public Financing Authority to consider, a separate agenda for that body will be produced.

Notice of Accessibility: Public participation is encouraged. In compliance with Section 202 of the Americans with Disabilities Act of 1990 ("ADA") (42 U.S.C. Sec. 12132) and the Ralph M. Brown Act, the Town of Truckee is committed to ensuring that meetings are accessible to all members of the public. If you plan to attend the meeting and require accommodation due to a disability, including sensory or mobility impairments, or if you need an interpreter or other translation assistance, please contact Kelly Carpenter, Town Clerk, at (530) 582-2924, at least 48 hours before the meeting to allow the Town time to arrange for those accommodations. For information on recent updates to the Ralph M. Brown Act regarding ADA compliance, please refer to Government Codes 54953.2, 54954.1, 54954.2, and 54957.5.



Date: Tuesday, October 28, 2025

Honorable Mayor, Councilmembers, Tahoe Forest Hospital District Board Chair and Board members:

Author and title: Danny Renfrow, Town of Truckee Chief of Police
Ted Owens, Tahoe Forest Hospital District Executive Director Governance & Business Development

Title: **Tahoe Truckee Homeless Action Coalition Recommendations for Proposed One Year Navigation Center Pilot (Pilot), Shelter Beds, Interim Beds, Day Services and Funding Source**

Jen Callaway, Town Manager
Anna Roth, Tahoe Forest Hospital District Chief Executive Officer

Recommendation: That Town Council and Tahoe Forest Hospital District Board:

Truckee Town Council:

- A. Approve the TTHAC-identified preferred location at 12315 Deerfield Drive, Truckee for a one-year pilot Navigation Center with interim beds and shelter beds.
- B. Accept TTHAC's recommendation that Nevada County exercise superior jurisdiction pursuant to Government Code Sections 53090-53091. Town Council recognizes that no Town action is required for Nevada County to take such action.
- C. Adopt Resolution 2025-67 waiving the statutory 60-day notification period related to Government Code Section 25351 (B) and (D).
- D. Authorize the Town Manager to execute a contract with Nevada County, or a trusted community partner, in an amount not to exceed \$360,000 in one-time funds for a one-year pilot Navigation Center (Model B) providing up to 6 interim beds (year-round) and up to 10 drop-in shelter beds (24/7, year-round) and day services at 12315 Deerfield Drive.
- E. Authorize budget adjustment up to \$360,000 from one-time federal funds remaining from American Rescue Plan Act (ARPA) to fund one-year pilot program
- F. Authorize Town staff to expedite tenant improvement permit processing if necessary to facilitate a January 2026 target opening
- G. Provide direction and approve the proposed 120 Day Navigation Center pilot community engagement and communications plan
- H. Provide direction to TTHAC to evaluate the success of the pilot after six months to determine if the pilot navigation center is a successful service model.
- I. Provide direction regarding a call to action for TTHAC to raise additional funds to support the pilot program and prioritize developing a long-term sustainable funding source to support the continuation of the pilot navigation center, should it be extended after the pilot period based on success of the pilot.

Tahoe Forest Hospital District:

- A. Authorize the President & CEO to execute a contract with Nevada County, or a trusted community partner, not to exceed \$360,000 to support a one-year pilot Navigation Center to facilitate interim housing for up to 6 individuals (year-round) and up to 10 shelter beds (24/7, year-round) at 12315 Deerfield Drive, Truckee.

EXECUTIVE SUMMARY

The Tahoe Truckee Homeless Action Coalition (TTHAC) recommends advancing a one-year pilot Navigation Center (Pilot) that combines 6 interim beds (year-round) with up to 10 shelter beds (24/7, year-round). The recommended site at 12315 Deerfield Drive is within the central mixed-use corridor, proximate to transit, food, healthcare, and services, aligning with community feedback received April–October 2025 and offers a pathway to have the Pilot Navigation Center operational by approximately January 2026. Timely activation for winter requires use of Nevada County’s superior jurisdiction under Government Code section 53090-53091 and a Council 60-day notice waiver via Resolution 2025-67. The Pilot would be operated by an experienced provider, Volunteers of America. Preliminary year-one operating costs and start-up costs are approximately \$1.355 million, to be shared among regional partners and community philanthropy. Town of Truckee, Tahoe Forest Hospital District, and Nevada County contributions, of up to \$360,000 each in one-time funds, are requested to fund the Pilot program for one year.

Background

On April 22, 2025 the Town Council accepted the *Tahoe Truckee Regional Homeless Action Plan (TTRHAP)* and provided direction to Town staff to continue participating in the Tahoe Truckee Homeless Action Coalition (TTHAC) with the initial focus on navigation center services, community engagement, and outreach ([Tahoe Truckee Regional Homeless Action Plan](#)). Acceptance of the TTRHAP and direction for staff to continue to participate in the TTHAC was, in part, based upon community feedback provided during a Town-hosted community workshop, held on April 3, 2025, which was aimed at enhancing public understanding of the Action Plan strategies while providing a space for residents to share their questions, feedback, and concerns. The event welcomed approximately 60 community members and featured four interactive stations: each focused on one of the Action Plan’s Strategic Priority Areas. Interpretation services were provided during the community workshop, and materials were provided in both English and Spanish.

A summary of April 3, 2025 Community Workshop feedback is provided below and a more detailed summary was prepared by Agnew Beck, who facilitated the community workshop on behalf of the Town, and was included as part of the April 22, 2025 staff report ([Tahoe Truckee Regional Homeless Action Plan](#)).

It should be noted that while feedback was obtained about each section of the Action Plan, this staff report focuses on feedback related to a navigation center and location, which were the primary focus areas of the work that has occurred in TTHAC since the April 22 acceptance of

the Plan (areas of primary focus that were reflected in community feedback have been highlighted in blue for ease of reference).

Snapshot of April 3, 2025, community workshop feedback: Crisis Stabilization: Navigation Center and Beds – Community Feedback Summary

Q1: Familiarity with Navigation Services and Housing Models: Responses ranged from no familiarity to high familiarity, especially among those with VA or social service experience. Many referenced familiarities through organizations like United for Action or Sierra Community House. Some stressed the need for broader community education and a local survey.

Q2: Scaling a Navigation Center Model (with Beds): Key suggestions included 24/7 staffing, no sobriety requirement (housing first model), integration with mental health services, and modular or tiny home solutions. Community feedback emphasized a need for year-round, not weather-triggered, access and suggested that the center should build trust, have private/family spaces, include hygiene facilities (showers, laundry), and use co-housing or repurposed hotels/STRs.

Q3: Ideal Characteristics for Navigation Center Location Top priorities: Proximity to transportation, services, food access, and being walkable but not isolated. Suggested sites included Jibboom Street, Deerfield, and Pioneer Center. Some emphasized mixed-use or underutilized properties. Zoning reform was frequently mentioned as necessary to move forward.

Crisis Stabilization and Other Considerations: Community members asked about funding sources, single points of entry, zoning barriers, and the balance between emergency weather centers and year-round beds. Concerns included correlation with fire risk from encampments, NIMBYism (comments also included frustration with the use of the term NIMBYism as unproductive and offensive), and the need for permanent housing. There was support for community volunteers helping run the center and coordination between agencies.

Understanding Homelessness – Community Feedback Summary

Q4: Concerns about Homelessness in Truckee? Top concerns included stigma, lack of continuum of care, absence of warming/day centers, and community resistance. There's urgency around safety, mental health, and the need for permanent, supportive housing. People worry about those dying on the streets, being ignored, or misunderstood

While there were many comments and themes that came out of the community workshop in April, the common themes were the desire for 24/7 shelter services, supportive housing options, and finding a location for services that is walkable, close to transportation and services. This community feedback has been very valuable and has helped to shape the goals and work of the Coalition since April.

Tahoe Truckee Homeless Action Coalition

In May 2023, the Town of Truckee joined the newly established Tahoe Truckee Homeless Advisory Committee (TTHAC) as a member agency. TTHAC includes representatives from

Nevada County, special districts, non-governmental organizations, faith-based groups, and non-profits. Town Manager Jen Callaway and Police Chief Danny Renfrow served as the Town's representatives and Mayor Jan Zabriskie represents Truckee Town Council as one of the co-chairs of the Council.

In mid-summer 2025, TTHAC transitioned into the Tahoe Truckee Homeless Action Coalition—a public-facing body with all meetings open to community participation, focused on implementation of the Action Plan. The Coalition also established an Interagency Coordinating Team (ICT) to facilitate agency collaboration, strategic planning, and outreach. ICT members include representatives from Nevada County, the Town of Truckee, Placer County, Tahoe Forest Hospital District, and Co-Chair/community member Cindy Basso.

On August 6, 2025, the Coalition hosted its first public meeting with approximately 50 attendees, focusing on Action Plan implementation and Navigation Center concepts with the main agreed upon goal to have a facility operational by winter. This goal has been the guiding north star of TTHAC since that time. The second public meeting, held on September 4, 2025, centered on selecting a Navigation Pilot Model and reviewing the Coalition Charter.

Two Navigation Center models were presented and considered by TTHAC over the course of two meetings (it should be noted that, as discussions evolved, slight adjustments were made to the models and estimated costs. Below is a general summary that may include slight variations and updates to the materials presented during the discussion, such as variations in estimated costs, etc.):

Model A: A year-round Navigation Center with 4–6 interim beds and daytime services for 10–15 individuals (no drop-in shelter component). Estimated annual operating cost: **\$740,000**, to be shared among funding partners.

Model B: A year-round Navigation Center with 4–6 interim beds and 8–10 drop-in shelter beds (which could be operated year-round, or during winter months only). Estimated annual operating cost: **\$1.23 million**, shared among funders.

At the time, Model A was identified as the only viable option, as a service provider for this model had been identified and was already an approved contractor with Nevada County, and no service provider had been identified for Model B. While the TTHAC unanimously supported Model A given the context of viability and service provider availability, the Coalition also agreed to keep Model B under consideration if an operator, funding and a suitable site became available, recognizing that shelter beds were important based on feedback from community members and TTHAC members, including the Town and Tahoe Forest Hospital District (TFHD).

During the TTHAC discussion, TFHD representatives noted the value of “traditional” shelter beds from a medical impact perspective. Without available sheltering options within the community, TFHD experiences increased impacts to their emergency room services, particularly during the cold winter months. The availability of shelter beds provides a safe and comfortable space for TFHD medical staff to discharge patients too. If an individual cannot locate a shelter bed, the hospital waiting area becomes the default location, which it is not designed for and can impact THHD’s capacity to continue treating emergent patients with acute medical needs.

Shelter beds are an important resource need for the Town and Truckee Police Department. The availability of shelter beds provides the Town staff, specifically the police department, the resources needed to move people to the shelter facility as a safe and secure option for them. Absent a shelter facility, Police have very little authority to move people out of public property in situations where that would be necessary.

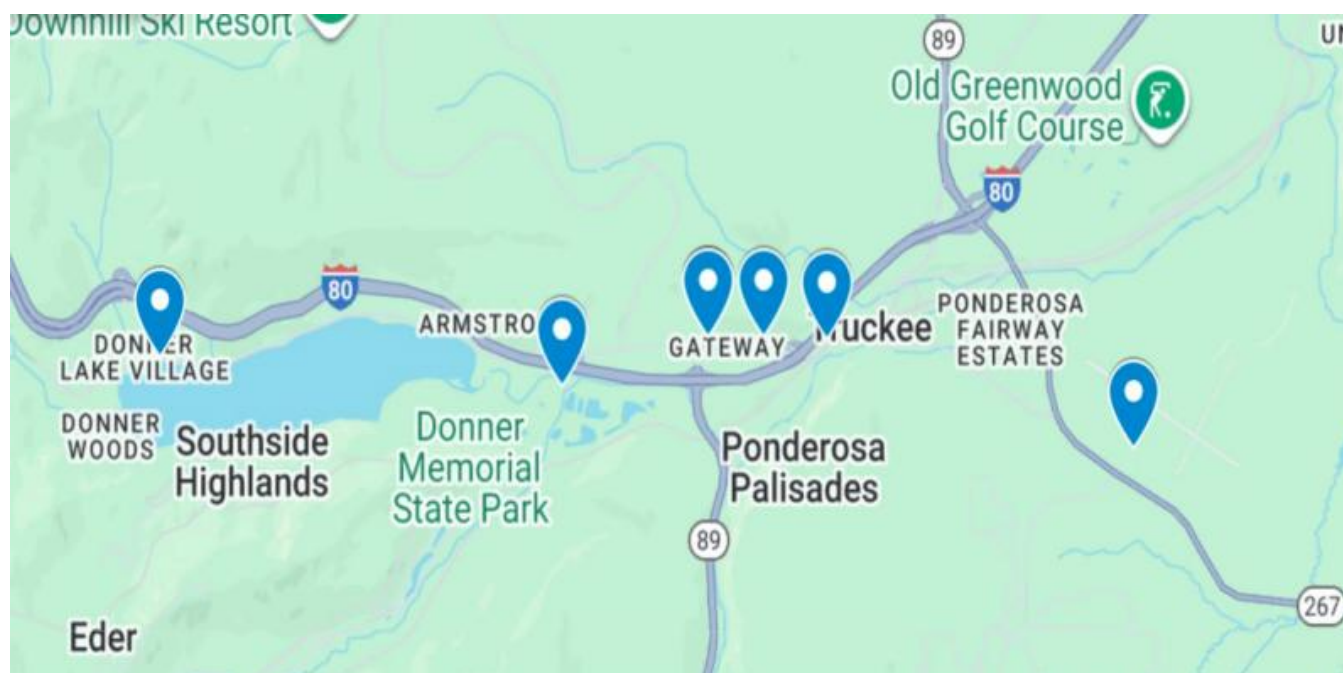
All members of TTHAC expressed interest in and support for shelter services. However, during the September TTHAC discussion a provider had not been identified that could offer a model that included shelter services.

Additionally, during the September TTHAC discussion, various sites were identified that had been considered or evaluated by the ICT. Generally, the sites aligned with the community feedback provided at the April 3, 2025, community meeting which included:

Q3: Ideal Characteristics for Navigation Center Location Top priorities: proximity to transportation, services, food access, and being walkable but not isolated. Suggested sites included Jibboom Street, Deerfield, and Pioneer Center. Some emphasized mixed-use or underutilized properties. Zoning reform was frequently mentioned as necessary to move forward.

A map of sites considered was presented and is provided below:

Figure 1: Sites Considered, presented at the September 4, 2025 TTHAC meeting



In addition to the community feedback, other factors considered with site exploration included:

- Availability to rent or buy
- Potential feasibility of size and cost

- Not all sites identified in Figure 1 above were viable or still available

Following a discussion of the possible locations, TTHAC members agreed to concentrate efforts to identify a site within the mixed-use downtown core areas, up to and including the vicinity of Deerfield Drive.

The third public meeting, held on October 8, 2025, brought an opportunity to revisit service models. Between the September 4 and October 8 TTHAC meeting, Volunteers of America (VOA) stepped forward to offer a draft/conceptual proposal for Model B, a service model that would include both shelter beds (10 winter shelter beds open for 4 months and available 24/7) as well as 6 interim housing beds (available year-round). VOA currently operates larger but similar programs in the Reno/Sparks and El Dorado areas. The receipt of VOA's conceptual proposal re-opened discussion regarding consideration of Model B. This aligned with the direction from the September 4 TTHAC meeting in which the Coalition agreed to meet again and discuss alternative proposals for shelter models. Given the approaching winter season and the objective to focus on solutions for this winter, the October 8th meeting was a pivotal meeting to discuss and deliberate moving forward with recommendations to governing boards for a winter pilot option that included shelter beds. During this meeting TTHAC members deliberated over and made advisory recommendations covering the following four key areas:

1. Location
 - a. Potential Site Identification
 - b. Land Use Approval Process
 - c. Timing (coordination)
2. Service Model
 - a. Model A: Pilot Navigation Center
 - b. Model B: Pilot Shelter & Interim Beds
3. Community Engagement and Outreach Plan
4. Call to Action: Sustainability of Service Provision (Funding)

Nine of the 11 coalition members were present at the October 8, 2025, TTHAC meeting. The recommendations for each topic discussed below had unanimous support. Final meeting summary notes can be reviewed on the TTHAC webpage:

[Final MeetingSummary Oct82025CoalitionMeeting.pdf](#)

It should be noted that the Town Council has received three updates on the TTHAC process, on August 26, on September 23, and the most recent presented at the October 14, 2025, council meeting. In addition, TTHAC has launched a public website where all meeting information and updates are shared ([Home | Tahoe Truckee Homeless Action Coalition](#)), including newsletters and meeting follow-ups. The TTHAC e-mail notification list has over 400 subscribers that are notified with meeting updates, progress, etc.

Discussion

Following the September 4, 2025, meeting and the Coalition's directive to prioritize a winter housing solution, the ICT began evaluating potential sites. Site selection was a significant challenge due to limited availability along the Donner Pass corridor, the general area that meets the criteria heard during community feedback which emphasized the importance of a

central, walkable location close to essential services. There are very few properties available within the corridor and even fewer properties with owners willing to discuss a lease option.

A commercial property on Deerfield Drive emerged as a potential location capable of supporting either Model A or Model B. The property owner has expressed willingness to lease a portion of the building for a one-year pilot project and has helped to identify a preliminary estimate of tenant improvements that would be needed to facilitate the navigation center.

Site Identification

12315 Deerfield Drive is commercially zoned for mixed-use. This parcel is 1.10-acres and has one building consisting of a total of 6,235 SF. The property is fully fenced and equipped with 37 parking spaces. Should this effort move forward, it is envisioned that the eastern half of this building would be leased for the navigation center. The property located at 12315 Deerfield Drive is the only viable site identified that is available for lease with a willing property owner.



Staff Recommendation A: Approve the TTHAC identified preferred location

TTHAC Recommendation: TTHAC recommends that 12315 Deerfield Drive is an appropriate site for this project.

Nine members present unanimously supported site identification (Nevada County, Tahoe Forest Hospital District, Town of Truckee, United for Action, North Tahoe Truckee Homeless Services/AMIH, Placer County and Sierra Community House.)

Tenant Improvements

Tenant improvements are estimated to be approximately \$65,000. These improvements include shower installation and kitchen upgrades. It is estimated that completion of tenant improvements will take approximately thirty days after the Building Permit is issued. Once a complete application is received by the Town, the estimated standard turnaround for a building permit for Tenant Improvements on an existing facility is approximately twenty business days. If the complete application is timely received after this Council meeting, TTHAC anticipates that Tenant Improvements could be completed by January under the Town's standard permitting timeline. However, Town staff

recommend that Town Council authorize expediting permit processing if necessary to facilitate meeting a January 2026 target open date.

Legal and Policy Pathway – Town of Truckee Code § 18.02.025

With the identification of a site, the TTHAC discussion focused on land use and zoning. As discussed previously, community feedback in April spoke to zoning and a perception that the Town's zoning has been an impediment to identifying suitable locations in past discussions.

12315 Deerfield Drive is currently zoned Highway Commercial. In Highway Commercial, emergency shelters require a use permit, approved by Planning Commission. Transitional housing is not currently permitted in Highway Commercial zoning.

In response to the community feedback, Town staff had been reviewing zoning and appropriate zoning areas for shelter services as part of broader Truckee 2040 General Plan development code updates. On October 21, 2025, the Planning Commission considered, and recommended approval for Council consideration, for zone changes that would allow both emergency shelters and transitional housing to be permitted uses within this zoning area with staff level zoning clearance. Council consideration is anticipated in November or December 2025 and thus not a viable option if Council and Board preference is for a facility to be operational for the winter season.

Near-Term Path: However, there is a pathway offered through state government code that would facilitate meeting winter operations objectives, with California Government Code section 53090-53091 allowing for superior agencies, such as the Nevada County, to supersede the Town's zoning for county purposes and Government Code section 25351 (B) and (D) allows for the Town to waive the 60-day notification period. TTHAC members discussed this option as the only viable path that would provide potential for a pilot facility to open for the winter season. Because Nevada County will lease the facility as part of its homelessness and behavioral health programs, the project qualifies as a county activity. It should be noted that Nevada County has been very cautious and judicious in using superior powers and invoking this privilege and is only doing this at the request of TTHAC. The County has consistently worked closely with the Town when considering this option and has only done so when the Town has been supportive of doing so. After discussion and deliberation over this process, TTHAC made the following recommendations:

Town of Truckee Staff Recommendation B: Town Council Accept TTHAC recommendation for County use of superior jurisdiction

TTHAC Recommendation: TTHAC recommends that Nevada County notify the Town of Truckee that they will be invoking Development Code Section 18.02.025

Vote unanimous among nine members present.

Town of Truckee Staff Recommendation C: Adopt Resolution 2025-67 waiving the statutory 60-day notification period related to Government Code Section 25351 (B) and (D).

TTHAC Recommendation: TTHAC recommends the Town Council waive the 60-day notification requirement from state law by way of resolution.

Vote unanimous among nine members present.

Parallel Pathways

With the objective and concentration on the tight timeline required to meet TTHAC's goal of providing winter solutions, TTHAC members carefully considered slippage of time between various board and council meeting dates. Given the timing of various board and council meetings, many parallel paths have been moving forward with rapidly evolving information. These parallel pathways are summarized below.

Property Negotiation

Nevada County would be the lease holder for the identified site and to facilitate property negotiations, Nevada County staff require authorization from the Board of Supervisors to initiate property negotiations. This is similar to the Town process and is legally one of the few items that Boards and Councils are able to discuss in closed session in order to place the Board in the best position to strategize over the terms and negotiation details. The County Board of Supervisors meets on the second and fourth Tuesday of each month, with the same meeting dates as the Truckee Town Council. To move forward with parallel paths, TTHAC discussed and recommended that Nevada County staff agendaize for their October 14 Board meeting, a closed session Board of Supervisors discussion and direction to authorize County staff to negotiate for the identified site on Deerfield Drive, enabling prompt action if partner funding, support and approvals are secured. Obtaining authority to negotiate on the property at the October 14 meeting would not obligate immediate lease execution, rather it preserves the timeline and forward progress necessary to meet a January target open date.

TTHAC recommends that Nevada County place a closed session item on October 14, 2025, Board Agenda that would seek authority for Nevada County to be allowed to negotiate a lease on 12315 Deerfield Drive property.

No action is required from the Town Council for TFHD Board of Directors on this recommendation. A closed session agenda item was noted on October 14, 2025, Board of Supervisor agenda and direction provided to County staff.

Model

A Navigation Center is a low-barrier, service-rich shelter model designed to help people experiencing homelessness stabilize and transition into permanent housing. Unlike traditional shelters, Navigation Centers provide interim beds alongside individualized case management, mental health and substance use support, employment assistance, and connections to healthcare and housing programs. They allow people to bring partners, pets, and belongings, reducing barriers to entry and fostering trust. The model is built on the Housing First approach, emphasizing rapid engagement and tailored

support rather than strict compliance or time limits. Each participant works with a case manager to navigate available resources and remove barriers to long-term stability.

The Tahoe Truckee Homeless Action Coalition (TTHAC) identified this model as a top priority in the Tahoe Truckee Homeless Action Plan because it offers a practical, scalable solution that fits the region's rural context and limited housing stock. Current options in the area are fragmented, with no consistent place for people to go when they need short-term stabilization or a bridge to permanent housing. A Navigation Center can fill this gap, offering both immediate safety from the elements and access to coordinated care, behavioral health services, and housing navigation. By piloting a small-scale Navigation Center (approximately 3,000 square feet with four to six interim beds and day services with 10 shelter drop-in beds), TTHAC and its partners aim to demonstrate what is possible through collaboration. The model reflects the Coalition's commitment to move from planning to action, creating a compassionate, evidence-informed system that helps community members move off the streets and toward lasting stability.

Operator

Volunteers of America is one of the nation's largest, established comprehensive human services organizations with 15,000 mission-driven professionals, dedicated to helping those in need rebuild their lives and reach their full potential. Founded in 1896, the faith-based nonprofit has programs in more than 400 communities and serves more than 2.5 million people per year. The Northern California & Northern Nevada affiliate of Volunteers of America (VOA NCNN) was founded in 1911 and is one of the largest providers of social services in the region, operating more than 40 programs including housing, employment services, substance abuse and recovery services to families, individuals, veterans, seniors, and youth. In fact, VOA NCNN provides shelter or housing to over 3,500 men, women and children every night.

Among VOA's current programs, one most comparably sized to the TTHAC-proposed model is the 15-bed Village on Sage Street in Reno. This program combines intensive case management and care coordination with dormitory style housing. Village on Sage Street's 2024 outcomes included the following:

- 50% of exits were to stable, permanent housing
- Inpatient admissions decreased 91% and readmissions by 95%
- ER visits decreased by 89%

Volunteers of America Northern California & Northern Nevada have provided a detailed Operational Scope of Work and Case Management Service Overview and VOA staff will be present during the October 28th joint meeting to discuss program operations and answer Board and Council questions.

Funding

Updated Model B: A year-round, one-year pilot Navigation Center with 6 interim beds and 10 drop-in shelter beds. Estimated annual operating cost: **\$1.12 million** (for program operations only), shared among funders. Estimated total Pilot cost, including

operating costs and start-up costs: \$1.385 million (includes facility lease, tenant improvements, furniture, etc).

October 8 TTHAC recommends submitting funding request for the Navigation Center 1-Year Pilot in October as follows: 1. Town of Truckee: \$350K 2. TFHD: \$350K 3. Nevada County: \$350K 4. Placer County: TBD 5. Community Giving: Goal is \$200K

October 8 TTHAC recommendation: TTHAC recommends moving forward with Navigation Center Model B (interim beds and winter shelter beds, no day center) which has an estimated budget of \$1.2M for year one. Shelter Model B includes: 6 interim beds (year-round) and 10 winter shelter beds (4 months, 24/7). No day services other than for those living/staying at the Navigation Center.

Updated staff recommendation: Since October 8, 2025, TTHAC meeting, TTHAC members have worked with VOA to refine their operating proposal. VOA's initial proposal contemplated operating the ten shelter beds for four months, during winter months only. Based on further discussion, VOA has offered that the incremental cost to operate shelter beds year-round is \$29,000. Staff recommend that the year-round shelter bed model adds significant value and service level. With current funding plans, there is additional capacity targeted to support the year-round model, however, Town staff recommend that Town Council authorize an additional \$10,000 in order to facilitate year-round operation of shelter beds.

Rationale for updated recommendation: Shelter beds fill a vital need for unhoused community members. While these needs may be most acute during the cold winter months, shelter is a year-round need. During Truckee's fire season, providing shelter beds is also an important strategy to reduce fire risk by providing a safe alternative to relocating individuals who may be dispersed camping in the forest, which can pose significant fire risks from campfires.

Alternative: As an alternative, the Town Council and TFHD Board could provide direction to adopt TTHAC's original recommendation to fund operation of shelter beds for four months during the winter months only. Doing so would reduce each partner's contribution from \$360,000 to \$350,000 and shelter beds operations would only be extended year-round if fundraising is sufficient to support this expanded service level.

Funding Partner Agency Requests (including 10 year-round shelter beds)

Partner Agency/ Source	Model B
Town of Truckee	\$360,000
Nevada County	\$360,000
Placer County	\$75,000

Tahoe Forest Hospital District	\$360,000
Philanthropic goal	\$230,000
Total	\$1,385,000

It should be noted that the total Pilot cost of \$1.385 million is based on current project understanding and estimates. However, plans are evolving rapidly and some shift in project costs, such as tenant improvements, may occur. Staff are asking for Council and Board feedback on how any changes in pilot expenses should be addressed as this project moves forward. It is currently assumed that the Town and TFHD will contract with Nevada County and that Nevada County will then lease the facility and potentially contract with the Navigation Center operator. Due to the rapidly evolving nature of this pilot, staff recommend that the Council and Board authorize the Town Manager and CEO to contract with Nevada County or a trusted community-based organization (such as Sierra Community House), in the event that TTHAC finds it necessary to have a community party to execute the operating contract.

Community Engagement Plan

Since transitioning from an Advisory Committee to an Action Coalition, all TTHAC meetings have been open and advertised to the public. TTHAC has also launched a dedicated website featuring a Navigation Pilot page and publishes a bi-monthly newsletter that highlights press coverage, Coalition decisions, upcoming funding requests, and Calls to Action for community support.

Specifically related to the proposed pilot navigation center, TTHAC provided the following recommendation for community engagement:

TTHAC recommends moving forward with the community engagement actions presented for 12315 Deerfield Drive as well as other ideas shared by Coalition members and the public.

Specifics discussed as part of this recommendation:

1. TTHAC issued press release following October 8th TTHAC meeting and recommendations
2. October 14th Town Council Presentation Update
3. Community Spotlight via KTKE. Completed Monday, October 20th
4. TTHAC e-mail notification of meeting summary.
5. TTHAC newsletter (released October 21st)
6. November Town newsletter article
7. Neighborhood meeting. Scheduled for Monday, October 27th at Mountain Brew
8. Door to Door contact in adjacent neighborhood. Initiated October 16th
9. Specific adjacent business owner contact (Mountain Brew, Truckee Hotel, Taco Bell and Chevron Gas station). October 16th
10. Good Morning Truckee, Discussion: October 21st.

In addition to the above, the Chamber of Commerce Board received an update at their October 14th Board meeting.

TTHAC members recently canvassed the Coldstream neighborhood, speaking with residents and distributing one-page flyers to invite them to an informational neighborhood meeting scheduled for October 27th. Media outreach has also expanded, with a KTKE 101.5 Truckee Tahoe Radio Community Spotlight airing on October 20th, and a presentation at Good Morning Truckee on October 21st.

All of these efforts will be featured in the upcoming Town of Truckee Newsletter, further sharing the Coalition's progress and community engagement initiatives.

Future Funding, Call to Action (Year 2 and beyond)

The funding request outlined in this staff report is for the one-year pilot navigation center. Of note, the Pacific Crest Commons project will open in June of 2026 which will provide 10 permanent supportive housing units as well as 45 other affordable units. This new inventory will provide longer term housing options for previously unhoused neighbors and work in concert with the Navigation Center.

Should the navigation center move forward, it will be an opportunity to learn and navigate through challenges that may arise to determine if the location and/or model are successful. Should the pilot program be successful, on-going, sustainable funding would need to be identified. Operator VOA will be working with TTHAC during year one of operations to identify public funding and reimbursement sources to sustain operations, assuming the model is successful (such as grant funding and philanthropic dollars). All funding partners have identified one-time funding sources to support the launch of the pilot program but do not have sustainable, on-going funding to commit to on-going operations of the navigation center beyond the one-year pilot. A call to action for TTHAC members was issued at the October 8th meeting, to not only fill the funding gap that currently exists for the proposed pilot model but also to work towards identifying on-going, sustainable funding options should the pilot be successful and extended into future years.

Recommendation: Town Council:

- A. Approve the TTHAC-identified preferred location at 12315 Deerfield Drive, Truckee for a one-year pilot Navigation Center with interim beds and shelter beds.
- B. Accept TTHAC's recommendation that Nevada County exercise superior jurisdiction pursuant to Government Code Sections 53090-53091. Town Council recognizes that no Town action is required for Nevada County to take such action.
- C. Adopt Resolution 2025-67 waiving the statutory 60-day notification period related to Government Code Section 25351 (B) and (D).
- D. Authorize the Town Manager to execute a contract with Nevada County, or a trusted community partner, in an amount not to exceed \$360,000 in one-time funds for a one-year pilot Navigation Center (Model B) providing up to 6 interim beds (year-round) and up to 10 drop-in shelter beds (24/7, year-round), and day services at 12315 Deerfield Drive.

- E. Authorize budget adjustment up to \$360,000 from one-time federal funds remaining from American Rescue Plan Act (ARPA) to fund one-year pilot program
- F. Authorize Town staff to expedite tenant improvement permit processing if necessary to facilitate a January 2026 target opening
- G. Provide direction and approve the proposed community engagement and communications plan
- H. Provide direction for TTHAC to evaluate the success of the pilot after six months to determine if the pilot navigation center is a successful service model.
- I. Provide direction regarding a call to action for TTHAC to raise additional funds to support the pilot program and prioritize developing a long-term sustainable funding source to support the continuation of the pilot navigation center, should it be extended after the pilot period based on success of the pilot.

Recommendation: Tahoe Forest Hospital District Board of Directors

- A. Authorize the President & CEO to execute a contract with Nevada County, or a trusted community partner, not to exceed \$360,000 to support a one-year pilot Navigation Center to facilitate interim housing for up to 6 individuals (year-round) and up to 10 shelter beds (24/7, year-round) and day services at 12315 Deerfield Drive, Truckee.

Priority:

☐	Enhanced Communication	☐	Climate and Greenhouse Gas Reduction	☒	Housing
☐	Infrastructure Investment	☐	Emergency and Wildfire Preparedness	☐	Core Service

Fiscal Impact: Staff is asking Council to authorize budget appropriation of up to \$360,000 of remaining American Rescue Plan Act funds to support funding this one-year pilot Navigation Center.

Public Communication: See Community Engagement above.

Attachments:

1. Tahoe Truckee Homeless Action Coalition Funding and Policy Request Memo
 - a. Volunteers of America Proposal
 - b. 2025 TTHAC and Community Summary of Input and Recommendations
 - c. 120-Day Community Engagement Plan for 1-Year Navigation Center
2. Resolution 2025-67



MEMO

October 23, 2025

To:

- Town of Truckee
- Tahoe Forest Hospital District
- Nevada County
- Placer County

CC: Coalition Members

From: TTHAC Coordinator, Seana Doherty, Senior Manager, Agnew::Beck

Topic: Tahoe Truckee Homeless Action Coalition Funding & Policy Request for a 1-Year Navigation Center Pilot Project in Truckee

ATTACHMENTS

- A. Updated Scope of Services from Volunteers of America to Operate the Navigation Center Pilot_102325
 - B. 2025 TTHAC and Community Summary of Input and Recommendations
 - C. 120 Day Community Engagement Plan for the 1 Year Navigation Center
-

The Tahoe Truckee Homeless Action Coalition (TTHAC) respectfully submits this memorandum to request coordinated funding and policy support from the Town of Truckee, Tahoe Forest Hospital District, Nevada County, and Placer County to implement a 1-Year Navigation Center Pilot Project in Truckee (Pilot). The Pilot represents the next essential step in carrying out the [2025 Tahoe Truckee Regional Homeless Action Plan](#), transitioning from planning to direct action to address homelessness in our community.

The purpose of this memo is to outline the proposed model, location, and funding structure for the Navigation Center, and to describe the local policy mechanisms that enable its rapid implementation. The Navigation Center will serve up to 16 individuals at a time (with more via drop-in day services) through a combination of year-round interim beds, winter shelter capacity, and supportive services, providing a compassionate, evidence-informed pathway from homelessness to housing stability.

TTHAC's partner agencies have spent the past year aligning priorities, listening to public input and identifying shared solutions that meet urgent winter needs while building toward long-term regional capacity. This joint funding and policy request invites each agency to invest in a project that strengthens public health, safety, and community wellbeing — demonstrating that, together, our region can implement an effective, locally tailored model that restores stability and dignity for our unhoused neighbors.

TTHAC is led by three co-chairs:

- Cindy Basso, Founder, Fellowship of Compassion
- Hardy Bullock, District 5 Supervisor, Nevada County
- Jan Zabriskie, Mayor, Town of Truckee

Member organizations:

- AMI Housing/North Tahoe-Truckee Homeless Services
- Fellowship of Compassion
- Nevada County
- Placer County
- Sierra Community House
- Tahoe Forest Health Systems
- Tahoe Truckee Community Foundation
- Town of Truckee
- Truckee Chamber
- Truckee Library
- United for Action

Background and Community Input

TTHAC is a coalition of 11 local agencies, nonprofits, and community partners formed to implement the *2025 Tahoe Truckee Homeless Action Plan*. The Plan was shaped by extensive community engagement through public workshops, listening sessions, and coalition meetings attended by more than 100 residents, business owners, service providers, and faith leaders. The message was consistent: the community wants practical, compassionate, and coordinated solutions that meet people’s needs while protecting public safety and health.

Feedback from these sessions prioritized one clear goal — establishing a year-round facility where people can safely stabilize, connect to services, and transition toward housing. The Navigation Center model emerged as the preferred and most feasible solution based on successful examples statewide and strong local support. **See Attachment B for a Summary of Community Input and Coalition Recommendations.**

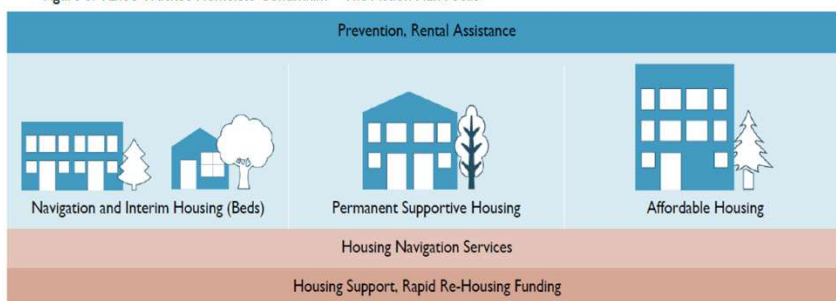
TTHAC has 11 member organizations that include:

1. Chamber of Commerce
2. Fellowship of Compassion
3. Nevada County
4. North Tahoe Truckee Homeless Services (A Program of AMI Housing)
5. Placer County
6. Sierra Community House
7. Tahoe Forest Hospital District
8. Tahoe Truckee Community Foundation
9. Town of Truckee
10. Truckee Library
11. United for Action

Tahoe Truckee Homeless Action Coalition Framework

The *2025 Tahoe Truckee Regional Homeless Action Plan* outlines the framework TTHAC is using to build a continuum of services to meet the range of needs of the unhoused population. The goal is to create a series of pathways that people can enter depending on their situation, with the goal always to move people towards stability. The graphic outlines the areas that TTHAC is working on to create an ecosystem of services for vulnerable people in our community.

Figure 8. Tahoe Truckee Homeless Continuum – The Action Plan Focus



Tahoe Truckee Homeless Action Coalition Key Focus Areas and Priorities



The 2025 *Tahoe Truckee Regional Homeless Action Plan* (Action Plan) outlines the following four key focus areas.



The 1 Year Navigation Center Pilot: What It Is and Why Now

History of Local Homeless Services

From 2015–2023, the Truckee region operated a series of weather-triggered warming shelters and limited day services managed first by volunteers and later by North Tahoe Truckee Homeless Services (NTTHS), a program under AMI Housing. Over those eight winters, the shelters served an average of 61 unique individuals per year, offering a safe place during extreme weather, at night only, but with limited case management or consistency.

Day services were provided intermittently from small downtown locations, averaging 262 visits annually, where people could access basic supplies, showers, and referrals. As leases expired and funding fluctuated, both the shelter and physical location of the day center closed in 2023.

In 2023-24, Nevada County—supported by the Town of Truckee and Tahoe Forest Hospital District—temporarily reactivated a weather-triggered, night-only, emergency warming shelter at the Joseph Center, while outreach and basic day services continued in makeshift spaces. No shelter operated during the 2024–25 winter season.

In summary, even though the shelter and day services over the past 10 years have had the best of intentions and done amazing work to serve unhoused community members with deep compassion, it has been unable to provide the stability and consistency and pathway to housing that vulnerable populations really need to create stability in their own lives.

In 2023/2024, through a gap analysis of current needs in the Truckee-North Tahoe region, input from providers, community members, leaders, people with lived experience and researching best practices in other communities, TTHAC recommended, in the 2025 Action Plan, moving forward a navigation center



model to address the crisis response needs of the unhoused population and truly stand up a model that has proven, across the country, to move people out of crisis and onto more stable paths.

The Proposed New Model: Navigation Center

The Navigation Center model is a low-barrier, service-rich shelter model designed to help people experiencing homelessness stabilize and transition into permanent housing. Unlike traditional shelters, Navigation Centers provide interim beds alongside individualized case management, mental health and substance use support, employment assistance, and connections to healthcare and housing programs. Navigation Centers allow people to bring their partners, pets, and belongings, reducing the barriers to entry and fostering trust. The model is built on the Housing First approach, emphasizing rapid engagement and tailored support rather than strict compliance or time limits. Each participant works with a case manager to navigate available resources and remove barriers to long-term stability. Additionally, a big difference between the Navigation Center model and the weather triggered model we have had for the last 10 years in Truckee, is service levels. A Navigation Center is open year-round and people living at the Center are not asked to leave in the morning.

Proposed 1 Year Navigation Center Pilot Overview

The proposed 1 Year Navigation Center Pilot (Pilot) will provide a range of services for the unhoused population, focused on meeting people where they are. The Center would have the capacity to house up to sixteen (16) people at a time, offer case management and other related services during the day such as meals, showers, laundry and provide day services to more people not staying at the site. The 6 interim beds and 10 shelter beds would be offered year-round.

See Attachment A for an initial program scope from VOA for program operation details.

The Center would provide the following services:

- **6 interim housing spots (12-months):** Non-congregate, longer-term living situations (e.g. beds in individual cubbies with lockers) for those on the path to more permanent housing situations.
- **10 shelter beds (12-months):** Congregate beds for shorter term stays.
- **Services for Center residents (12 months):** Including individual case management, goal setting, connecting to services, laundry, showers, three meals a day, housing and employment navigation, etc.
- **Day Services for non-residents (12 months):** Mail services, access to laundry, case management support, resource connection, other drop-in services as needed.



Operator

The current proposal is that the Pilot would be professionally operated by an experienced provider, Volunteers of America (See Attachment A for an initial program scope from VOA). Volunteers of America Northern California & Northern Nevada (VOA), one of the state’s most experienced shelter and housing operators, serves over 3,500 people nightly. VOA operates navigation centers in Reno and El Dorado and has been involved with TTHAC outreach and planning efforts over the past three years, bringing not only professional expertise but local awareness to their approach.

Pilot Timeline (Estimated)

Funding commitments finalized	October 28, 2025
Letter of Intent to Lease signed	November 19, 2025
Begin contract negotiations with Provider	November 1–15, 2025
Provider hiring process begins	
Lease executed	December 1, 2025
Tenant Improvement plans finalized	November 15, 2025
Permit applications submitted	November 15–30, 2025
Tenant Improvements begin	Late November 2025
Furniture and equipment purchased	Upon lease execution
Facility opening*	Early Jan 2026

**opening assumes funding commitments are made by November 1, 2025 and other timelines are met*

Location

Process for Identifying a Site for the Navigation Center

After months of community input and conversations at the TTHAC meetings about location, three points about the location emerged for the future Navigation Center. Direction from input recommended that the future location of a Navigation Center should be: 1) Close to services, 2) Close to public transportation/bus stop, 3) Not in a residential neighborhood, 4) In the Truckee commercial core area.

Additionally, TTHAC recommended at the September meeting to prioritize a winter 2025/2026 opening for the Navigation Center Pilot. **See Attachment B for community and coalition input summary.**

Using the location criteria, and direction to open services in the winter of 2025/2026, TTHAC members worked with a local realtor to conduct an exhaustive search of potential, suitable locations. The only site that fit the criteria and was available for move in this winter, was 12315 Deerfield Drive location.



About the 12315 Deerfield Drive Proposed Location

The proposed site for the 1 Year Navigation Center is the commercial building located at 12315 Deerfield Drive, in Truckee, behind the Taco Bell. It is a commercial site located on a transportation line near services. The property is currently empty, and the proposal is to rent 50% of the building, offering 3,000 square feet for services. The site includes a fenced commercial property that will require some tenant improvements to serve the needs of the Navigation Center guests. The owner has agreed to a one-year lease, contingent upon funding commitments.

1 Year Navigation Center Overview of Roles

Property Lease Holder

Based on a request from TTHAC at the October 8th Coalition meeting, Nevada County has stepped up and is willing to negotiate the lease for the 1 Year Navigation Center Pilot, located at 12315 Deerfield Drive in Truckee. A key benefit of having Nevada County hold the lease of the property is that it enables the project to move forward at a very fast pace by leveraging existing policies for community benefit services.

Fiscal Agent/Contract Administrator for Operator

Discussions are underway regarding fiscal oversight and contract management of the Volunteers of America contract. Potentially Nevada County is considering serving as the contract administrator for VOA to operate the Pilot if certain assurances are in place prior to signing the contract such as an MOU that outlines roles, responsibilities and shared accountability for operational success amongst local partners.

Navigation Center Operator

Volunteers of America is one of the nation's largest, established comprehensive human services organizations with 15,000 mission-driven professionals, dedicated to helping those in need rebuild their lives and reach their full potential. Founded in 1896, the faith-based nonprofit has programs in more than 400 communities and serves more than 2.5 million people per year. The Northern California & Northern Nevada affiliate of Volunteers of America (VOA NCNN) was founded in 1911 and is one of the largest providers of social services in the region, operating more than 40 programs including housing, employment services, substance abuse and recovery services to families, individuals, veterans, seniors, and youth. In fact, VOA NCNN provides shelter or housing to over 3,500 men, women and children every night.

1 Year Navigation Center ESTIMATED Budget

The following estimated budget includes costs for both the building and the operator for the Navigation Center for one year. **This budget is for year-round, 24/7 services including offering 6 interim beds, 10 shelter beds, and drop-in day services for both residents and non-residents.**

All listed prices are subject to change and are estimates only. Final costs for the lease and operations will be determined in the next month during the contracting phase of work. Some costs may end up being higher, especially expenses related to staffing and tenant improvements.

1 Year Navigation Center Pilot Budget	
POTENTIAL REVENUE	
Town of Truckee	360,000
Nevada County	360,000
Tahoe Forest Hospital	360,000
Placer County	75,000
Community + Church Giving Goal	230,000
TOTAL	1,385,000
ANTICIPATED EXPENSES	
Lease/Rent	90,000
Tenant Improvements	65,000
Utilities	19,000
Insurance/Prop Tax	31,528
Salaries and Benefits	730,284
Other Support Costs	49,206
Start Up Costs	12,176
Admin Allocation	116,473
Food costs (3 meals/day / 7 days/week)	210,240
Furniture	50,000
Contingency	11,093
TOTAL	1,385,000

Why Support This Now

1. For Tahoe Forest Hospital District – A Public-Health Investment

- The Hospital has experienced growing emergency-department demand for individuals without stable shelter—often for non-emergent, weather-related, or behavioral-health reasons.
- The Navigation Center will offer 24/7 monitored care and case management, reducing ER use.
- National data show that providing stable, short-term shelter and coordinated care reduces hospital costs by 30–50% per person per year.
- This partnership aligns with TFHD’s community-benefit mission to advance health and wellness beyond hospital walls.
- Volunteer of America shared the following data re: reduction of ER visits from a navigation center-type model in Reno that they operate:
 - 15 bed program at the Village on Sage Street (Reno) that pairs intensive case management and care coordination with dormitory style housing.
 - 2024 Data
 - 50% of exits were to stable, permanent housing
 - Inpatient admissions decreased 91% and readmissions by 95%
 - ER visits decreased by 89%

2. For the Town of Truckee – A Public Safety and Housing Solution

- Provides a safe, legal location for people to go during winter, improving downtown safety and emergency services efficiency.
- Directly supports the Town’s Housing Element and Homeless Action Plan goals by adding “interim housing” that bridges people from street to permanent homes.
- Creates a proof-of-concept pilot that the Town can help shape, evaluate, and scale.

3. For Nevada and Placer Counties – Meeting Continuum of Care and County Plan Goals

- Advances both counties’ adopted Homeless Action Plans and Homeless Resource Council of the Sierras (CoC) strategies to expand crisis-response capacity in East County.
- Addresses a major geographic service gap—currently, no year-round beds exist in our region. The closest shelter beds are located in Grass Valley and Auburn.
- Builds a stronger, coordinated pathway to housing stability for unsheltered residents who already access county services in Truckee.

4. For the Community – Practical and Compassionate

- Replaces the inconsistent winter-only “warming center” model with a stable, professional operation that offers safety, dignity, and accountability.
- Reduces police and EMS calls, public-safety risks, and encampment concerns.
- Builds trust between service providers and unhoused neighbors—essential for long-term housing outcomes.

Request

TTHAC respectfully requests the following from each organization to jointly fund a 1 Year Navigation Center Pilot as outlined in this Memo.

- Town of Truckee: \$360,000
- Tahoe Forest Hospital District: \$360,000
- Nevada County: \$360,000
- Placer County: \$75,000
- Community Fundraising Effort (Kicking Off Nov 1, 2025)
 - Goal: \$230,000
- Requests to other TTHAC members
- Request to general community
- Request to local foundations, service organizations, churches

Future Funding (Year 2 and beyond)

This funding request outlined in this memo is for one year. The goal is to work with Volunteers of America and TTHAC partners over the next year to apply for state and federal funding to support the Navigation Center.

ADDITIONAL POLICY REQUEST

Town of Truckee Only

- Approve the TTHAC-identified preferred location at 12315 Deerfield Drive, Truckee for a one-year pilot Navigation Center with interim beds and winter shelter beds.
- Accept TTHAC’s recommendation that Nevada County exercise superior jurisdiction pursuant to Government Code Sections 53090-53091. Town Council recognizes that no Town action is required for Nevada County to take such action.
- Adopt Resolution 2025-67 waiving the statutory 60-day notification period related to Government Code Section 25351 (B) and (D).
- Authorize the Town Manager to execute a contract with Nevada County, or a trusted community partner, in an amount not to exceed \$360,000 in one-time funds for a one-year pilot Navigation Center (Model B) providing up to 6 interim beds (year-round) and up to 10 drop-in shelter beds (24/7, year-round) at 12315 Deerfield Drive.

- Authorize budget adjustment up to \$360,000 from one-time federal funds remaining from American Rescue Plan Act (ARPA) to fund one-year pilot program
- Authorize Town staff to expedite tenant improvement permit processing if necessary to facilitate a January 2026 target opening
- Provide direction and approve the proposed 120 Day Navigation Center pilot community engagement and communications plan
- Provide direction to TTHAC to evaluate the success of the pilot after six months to determine if the pilot navigation center is a successful service model.
- Provide direction regarding a call to action for TTHAC to raise additional funds to support the pilot program and prioritize developing a long-term sustainable funding source to support the continuation of the pilot navigation center, should it be extended

Nevada County Only

- TTHAC recommends that Nevada County place a closed session item on the October 14, 2025 Board Agenda that would seek authority for Nevada County to be allowed to negotiate a lease on 12315 Deerfield Drive property
- Accept TTHAC's recommendation that Nevada County exercise superior jurisdiction pursuant to Government Code Sections 53090-53091. Town Council recognizes that no Town action is required for Nevada County to take such action.
- This unified regional investment and policy making will demonstrate that Truckee-Tahoe can come together—across jurisdictions and sectors—to protect public health, safety, and dignity while building a sustainable model for future years.

Conclusion | Why This Matters – Regional Return on Investment

Investing in the 1 Year Navigation Center is both a helping hand and a smart investment. It addresses a visible community challenge while saving public resources in the long run. The pilot model has widespread community support and delivers measurable returns:

- **Public Health:** Reduces emergency-room visits and uncompensated care. National data show coordinated shelter and case management can reduce hospital costs by 30–50% per person annually.
- **Public Safety:** Provides a safe, legal place for individuals to go, reducing police calls, EMS responses, and impacts of encampment.
- **Housing Outcomes:** Connects people directly to services, improving stability and reducing chronic homelessness.
- **Fiscal Efficiency:** Shared funding distributes cost across jurisdictions and attracts state and philanthropic funds.
- **Community and Neighborhood Impact:** Demonstrates regional leadership and responsiveness to public input calling for tangible action.



- **Strategic:** This is not a handout — it is a strategic investment in the wellbeing, safety, and fiscal health of the Truckee-Tahoe region.



TTHAC Proposal 2026

Compassionate Care Today, Healthy Communities Tomorrow



Introduction

The Tahoe Truckee region stands at a critical juncture in addressing homelessness. Volunteers of America Northern California & Northern Nevada (VOA NCNN) is ready to partner with the Tahoe Truckee Homeless Action Coalition to implement the 1-Year Navigation Center Pilot and help our community move from planning to action. We share TTHAC's vision of providing compassionate, evidence-informed pathways from homelessness to housing stability.

VOA NCNN exists to provide compassionate care today for healthy and thriving communities in the future. Right now, establishing a Navigation Center in Truckee is vital to protecting public health and safety while restoring dignity to our unhoused neighbors. Research shows that individuals experiencing homelessness face a mortality rate 3.5 times higher than those with stable housing. In our harsh mountain climate, these stakes become even more urgent. We are your experienced partner ready to implement solutions that work for our unique rural, high-altitude community.

Our work is guided by adaptability, compassion, exceptional service, and operational excellence. We understand the specific challenges of the Tahoe Truckee region—from extreme winter weather to limited housing stock to the need for culturally responsive services. As one of the state's most experienced shelter operators, serving over 3,500 people nightly across our network, we bring proven expertise while remaining flexible to local needs. We commit to working closely with TTHAC, adapting our approach based on community feedback, and ensuring accountability to all stakeholders.

Our organization has served Northern California and Northern Nevada since 1911, operating more than 40 programs including emergency shelters, interim housing, and comprehensive support services. We have successfully implemented Navigation Centers in multiple communities, each tailored to local conditions while maintaining high standards of care. As challenges emerge—and they will in any pilot program—we stand ready to innovate alongside TTHAC members to find solutions that work for the Tahoe Truckee region.

We are honored to be selected as the potential operator for this critical Navigation Center pilot. Our commitment extends beyond operations to being a true community partner, working collaboratively with the Town of Truckee, Nevada County, Placer County, Tahoe Forest Hospital District, and all TTHAC members to demonstrate what's possible when a region unites to address homelessness with both compassion and accountability.



Operational Scope

The Tahoe Truckee Navigation Center provides 24/7 shelter and essential services to help participants stabilize and secure permanent housing.

Services Provided:

- **Shelter:** 16 beds total (6 interim-housing style, 10 congregate shelter)
- **Basic Facilities:** Restrooms, hot showers, laundry
- **Mail Services:** Secure mail receipt—critical for maintaining benefits and housing applications
- **Housing Navigation:** One-on-one support to find and secure permanent housing
- **Case Management:** Individual support planning and regular check-ins to address barriers and set goals
- **On-Site Partner Services:** Regular visits from healthcare providers, benefits counselors, employment services, and behavioral health specialists
- **Day Access:** Participants can access services and meet with case managers during daytime hours
- **Property Storage:** Secure space for belongings and important documents

Year-Round Day Services

In addition to residential services, the Navigation Center will operate year-round day services for community members experiencing homelessness who are not residing at the shelter. This drop-in program extends our reach beyond the 16 beds, providing critical support to the broader unhoused community.

Day Services Available:

- **Case Management and Housing Navigation:** Scheduled appointments for individualized support in securing permanent housing
- **Hygiene Facilities:** Access to showers and laundry services by appointment
- **Mail Services:** Secure mail receipt providing a stable address for benefits, employment, and housing correspondence
- **Resource Connection:** Linkage to community services, benefits enrollment, and healthcare providers
- **Additional Services:** As partnerships develop, expanded services may include meal programs, computer access, and specialized support groups



Day services will operate during specified hours with appointment scheduling to ensure adequate staff coverage and maintain a safe environment for all participants. This model allows the Navigation Center to serve as a regional hub for homeless services, supporting individuals throughout their housing journey whether or not they are residing at the facility.

Staffing Structure and Ratios

The Navigation Center will operate 24/7/365 with a professional staffing model designed to ensure participant safety, program integrity, and quality service delivery. Our staffing plan includes:

- 1 Program Supervisor
- 1 Full-time Case Manager
- 7.4 FTE Support Staff positions

This staffing structure maintains a 1:25 staff-to-participant ratio during all shifts. However, safety protocols and best practices require a minimum of two staff members present at all times, creating operational redundancies that are essential for both staff and participant security.

Staffing Challenges in the Tahoe Truckee Region

Recruiting qualified staff in the Tahoe Truckee region presents unique challenges that impact both timeline and budget:

- **Housing Crisis:** Staff must find affordable housing in one of California's most expensive markets
- **Limited Labor Pool:** Competition with hospitality and ski resort employers
- **Geographic Isolation:** Distance from population centers limits candidate pool
- **Cost of Living:** Regional wages must account for significantly higher living costs
- **Compressed Timeline:** December 31, 2025 opening requires immediate recruitment upon funding approval

VOA NCNN will leverage our regional presence and established recruitment networks to address these challenges, including:

- Offering competitive wages adjusted for local market conditions
- Exploring shared housing options for staff
- Recruiting from within the region where possible
- Partnering with local workforce providers like the community college



Operational Economics and Scale

The staffing model for this 16-bed pilot reveals important insights about shelter operations:

Due to the requirement for minimum dual-staffing coverage, the support staff costs for operating a 16-bed facility are essentially identical to those for a 25-bed facility. This creates a higher per-bed cost for smaller operations but is necessary for safety and proper coverage. The staffing structure would only require adjustment at these thresholds:

- **At 25 beds:** Addition of a second case manager to maintain appropriate caseload ratios
- **At 50 beds:** Addition of a third support staff per shift to manage increased operational complexity

This staffing reality underscores why the Navigation Center model—combining year-round interim beds with seasonal overflow capacity—represents the most efficient use of resources while maintaining quality care standards.

24/7 Operations Management

Round-the-clock operations require:

- Three daily shifts with appropriate overlap for communication and continuity
- Supervisory coverage across all shifts
- On-call management support for emergencies
- Regular staff meetings and training to ensure consistency
- Coverage for planned time off, sick leave, and training

Policies and Procedures

VOA NCNN will work collaboratively with TTHAC and the designated lead agency to finalize all operational policies and procedures, including curfew times, participant expectations, safety protocols, and service delivery standards. This collaborative approach ensures that policies align with community standards and coalition goals while maintaining operational effectiveness. No alcohol, illegal drugs, or weapons will be allowed on site under any circumstances.

Quality Assurance and Training

Despite the accelerated timeline, VOA NCNN will not compromise on staff quality or preparation:



- Comprehensive orientation covering trauma-informed care, de-escalation, and local resources
- Ongoing professional development focused on evidence-based practices
- Regular supervision and performance management
- Integration with VOA NCNN's broader training resources and expertise

Operational Partnerships

To maximize efficiency and service quality, the Navigation Center will explore coordination and partnerships. A sample of those that might be approached:

- North Tahoe Truckee Homeless Services for outreach coordination
- Sierra Community House for behavioral health support
- Local law enforcement for safety protocols
- Tahoe Forest Hospital District for medical emergencies
- Regional employers for employment placement

This operational model balances the realities of running a small rural shelter with the need for professional, safe, and effective services. While the per-bed costs are higher than larger urban facilities, the investment provides critical infrastructure for addressing homelessness in our unique mountain community.

Case Management Service Overview

Housing-Focused Case Management Services

Participants at the Navigation Center are offered but not required to participate in services designed to help them obtain and stabilize in permanent housing. While all participants are expected to actively work toward permanent housing or other appropriate placement as a condition of program participation, our approach emphasizes building trust and rapport through evidence-based engagement techniques.

Case management at the Navigation Center is provided on a regular basis, with daily check-ins and more intensive weekly planning sessions. Core services include:

Individualized Housing Stabilization Planning



- Development of personalized plans addressing the unique challenges of finding housing in the Tahoe Truckee region's limited rental market
- Assessment of barriers including income, credit, rental history, and documentation status
- Identification of creative housing solutions including shared housing, employer-assisted housing, and connections to seasonal workforce housing
- Coordination with Nevada County Coordinated Entry System and regional housing resources

Housing Navigation and Location Services

- Direct connections with local landlords, property managers, and employers offering workforce housing
- Assistance navigating the region's unique housing challenges (high cost, limited inventory, seasonal fluctuations)
- Support with applications, appeals, and lease negotiations
- Exploration of transitional housing options in Nevada and Placer Counties
- Assistance with move-in costs through local assistance programs and faith-based partners

Comprehensive Service Coordination

Given our region's geographic isolation and limited services, the Navigation Center emphasizes warm handoffs and accompanied referrals to ensure successful connections:

Health and Wellness:

- Explore partnership with Tahoe Forest Hospital District for health assessments
- Connection to regional mental health and substance use services
- Verification and enrollment assistance for Medi-Cal and CalAIM

Benefits and Income:

- On-site assistance applying for Cal-Fresh, SSI/SSDI, and General Relief
- Connection to Nevada County and Placer County benefits offices
- Specialized support for seasonal workers navigating unemployment insurance
- Partnership with local workforce development programs

Employment and Life Skills:

- Connections to major regional employers (ski resorts, hospitality, construction)



- Seasonal employment navigation and year-round job placement
- Partnership with Sierra College for vocational training
- Financial literacy support addressing the high cost of mountain living
- Driver's license reinstatement assistance and assistance obtaining other identification documents

Transportation Solutions:

- Bus passes for Tahoe Truckee Area Regional Transit (TART)
- Coordination with volunteer driver programs
- Assistance accessing medical transportation for specialist appointments in Reno or Sacramento
- Support obtaining/maintaining vehicle registration for those with vehicles

Regional Service Integration

Case managers maintain strong relationships with service providers across both Nevada and Placer Counties, recognizing that participants may need to access services throughout the region.

Documentation and Outcomes

All services are documented in HMIS according to regional Continuum of Care standards, with regular reporting to TTHAC on participant progress, housing placements, and service connections. Case managers track not only housing outcomes but also progress in addressing the multiple challenges facing unhoused individuals in our high-cost, geographically isolated mountain community.

This comprehensive approach recognizes that ending homelessness in the Tahoe Truckee region requires addressing unique local challenges while building on the strength of our collaborative community partnerships.

Appendix A: Similar Projects

Volunteers of America, Northern California & Northern Nevada brings extensive experience operating Navigation Centers and emergency shelters across diverse communities and populations. Our current and recent operations demonstrate our capability to successfully implement the Tahoe Truckee Navigation Center model:



Bannon Family Shelter (River District - Sacramento)

The family shelter serves single adults with minor children and couples with minor children. Clothing, meals and a host of support services are provided, including case management, transportation of children to and from school, permanent housing referrals, and education and job-search information.

Funder: Sacramento County Department of Homeless Services and Housing
Capacity: 68 Beds
Duration: Flexible depending on family need
Contact: Kansas Simmons, Sacramento County (916) 214-6715
Closed September 2024

Sacramento Senior Safe House (Arden Arcade - Sacramento)

This emergency shelter serves as a safe, comfortable, and confidential refuge for abused and neglected seniors aged 60 and older. Working with a host of referring agencies, the program provides 30 days of shelter while connecting these seniors with community resources.

Funder: Sacramento County Adult Protective Services
Capacity: 6 beds (Male/Female/Couples/Individual with Home Health Aide)
Duration: 30 days
Contact: Irene Chu, APS, (916) 875-0675

Nottoli Place for Seniors (Sacramento – Hwy 50 and Bradshaw)

This emergency shelter serves as a safe, comfortable, and confidential refuge for abused and neglected seniors aged 60 and older. Working with APS, the program provides 30 days of shelter while connecting these seniors with community resources. The shelter can accommodate couples or individuals with a caregiver. Pets are allowed.

Funder: Sacramento County Adult Protective Services
Capacity: 15 beds (Male/Female/Couples/Individual with Home Health Aide)
Duration: 30 days with possibility of extension
Contact: Irene Chu, APS, (916) 875-0675

Meadowview Women's Shelter and Navigation Center (South Sacramento)

This shelter serves up to 100 homeless and chronically homeless women. The goal is to re-house individuals as soon as they are ready. The program provides Case Management services, which prepare individuals for rehousing and links them to on-site supportive services including alcohol and other drug interventions, mental health assessments, physical health care,



medication management and connection to housing resources. Volunteers of America and SHRA have partnered with community health care agencies such as Elica, Wellspace, the Veterans Administration, and Sacramento County Department of Health Services to provide on-going mental and physical health assessments and care.

Funder: City of Sacramento/Department of Community Response
Capacity: 100 Beds
Duration: Flexible depending upon the needs of the clients
Contact: Rodolfo Davidson, (916) 808-3703

X Street Navigation Center (Oak Park - Sacramento)

This shelter serves up to 100 homeless and chronically homeless men and women. The goal is to re-house individuals as soon as they are ready. The program provides Case Management services, which prepare individuals for rehousing and links them to on-site supportive services including alcohol and other drug interventions, mental health assessments, physical health care, medication management and connection to housing resources, employment resources and job training opportunities. Volunteers of America and SHRA have partnered with community health care agencies such as Elica, Wellspace, the Veterans Administration, and Sacramento County Department of Health Services to provide on-going mental and physical health assessments and care.

Funder: City of Sacramento/Department of Community Response
Capacity: 100 Beds
Duration: Flexible depending upon the needs of the clients
Contact: Rodolfo Davidson, (916) 808-3703

Open Arms (Sacramento)

Singles diagnosed as HIV-positive, or those who are living with AIDS, are eligible for this emergency housing facility which offers case management for life-skills training, health education, and permanent housing assessment and referrals to needed other services.

Funder: Sacramento Housing and Redevelopment Agency
Capacity: 20 Beds (Male/Female)
Duration: 90 days
Contact: Scott Fong, SHRA, (916) 449-1274

Grant and Per Diem Program (GPD) for Veterans (Mather)

The Grant and Per Diem Program is specific to homeless veterans who are eligible under the VA guidelines. The program offers three models: Service Intensive



Transitional Housing (SITH) model, Low Barrier Model and Bridge Model. There 40 units for both men and women – double occupancy, thus a total of 80 clients. The program offers temporary housing while assisting clients with locating permanent housing, employment and other supportive services that will increase both earned and benefits income and allow them to return back to the community and sustain their independence.

Funder: U.S. Department of Veterans Affairs
Capacity: 80 Beds (Male/Female)
Duration: Up to 24 months
Contact: Gerry Reynoso, Dept. of Veterans Affairs (916) 890-5528

El Dorado Navigation Center (Placerville)

This shelter serves up to 60 homeless and chronically homeless men and women. The goal is to re-house individuals as soon as they are ready. The program provides Case Management services, which prepare individuals for rehousing and links them to on-site supportive services including alcohol and other drug interventions, mental health assessments, physical health care, and connection to housing resources, employment resources and job training opportunities. Shelter accommodates pets.

Funder: El Dorado County Health and Human Services
Capacity: 60 beds (Male/Female)
Duration: 30 days with possibility of extension
Contact: Timalynn Jaynes, Dept of Health and Human Services (530) 573-3230

Home Start in Roseville (Downtown Roseville)

Shelter and Transitional housing for families in Roseville, providing support services including referrals for permanent housing, health care, and education. Other services provided on site such as financial literacy and ready-to-rent classes.

Funder: Placer County/HRCS/City of Roseville
Capacity: 5 units for shelter/22 units for transitional housing
Duration: 90 days
Contact: Kristen Faelz, City of Roseville (916) 775-5451

Nevada CARES Campus Shelter (Downtown Reno)

The emergency shelter for 600 plus individuals, couples (pets allowed), providing support services including referrals for jobs, permanent housing, health care, and education. Currently contracted for 549 beds + 110 beds of winter overflow.

Funder: Washoe County
Capacity: 549 beds for individuals/couples
Contact: Sabrina Sweet, Washoe County 775-386-5451



Appendix B: Cost Proposal

Note that the final cost will depend on the final agreed upon scope of services and contract. A detailed cost breakdown of each line item will be provided during contract negotiations. We will work collaboratively to reduce costs where possible. The estimated food cost can likely be reduced. Only actual expenses are billed.

Proposed Budget (16 Beds Year Round)	2026		
Salaries & Benefits		\$ 730,284.16	
Other Support Costs		\$ 49,206.20	
Start Up Costs		\$ 12,176.00	
Admin Allocation (15%)		\$ 116,042.45	
Total Operating Expenses		\$ 907,708.81	
Estimated Food Cost		\$ 210,240.00	
TOTAL EXPENSES		\$ 1,117,948.81	

*Other Support Costs include training, client support costs (bus passes etc.), office supplies, client linens, general liability insurance

Attachment B. 2025 TTHAC and Community Summary of Input and Recommendations

The following table summarizes the planning process over the past 3 years that has led to priorities including the 1-Year Pilot Navigation Center.

Date	Input Format	Summary of Feedback & Actions
2023/2024	Tahoe Truckee Homeless Advisory Council Process (8 meetings to determine regional priorities) Lived Experience Survey Numerous public forums	Production of first Tahoe Truckee Homeless Region Action Plan. Link here for all listed inputs: Home Tahoe Truckee Homeless Action Coalition
January 2025	Study: Gap Assessment of Crisis Response Services in the Tahoe Truckee Region	Tahoe Truckee Homeless Response System: Gap Analysis and Recommendations Prepared by Bowling Business Strategies January 2025 Summary Report from BBS. Home Tahoe Truckee Homeless Action Coalition
April 3, 2025	Town of Truckee Community Workshop <i>Feedback on the Action Plan Priorities (55 people)</i>	<u>Feedback on Navigation Center Concept</u> -Strong support for a year-round facility -Provide individual spaces for people, dignity -Integration with services, on site, Spanish, safe, professional -Near public transportation, grocery, healthcare, employment opportunities
Jan-May 2025	Presentations to local government about Action Plan for adoption	Regional Homeless Action Plan adopted by: Town of Truckee, Nevada County, Tahoe Forest Hospital District, Homeless Resource Council of the Sierras
July 2025	Tahoe Truckee Homeless Action Coalition (TTHAC 2.0) Relaunched. Priorities: Standup Navigation Center in 2025 Community engagement	Funding and relaunch of TTHAC. Contracted with Agnew:: Beck to support TTHAC on priorities: 1) Stand up Navigation Center in 2025, 2) Community Engagement. Link to meeting materials: Home Tahoe Truckee Homeless Action Coalition
August 6, 2025	Coalition and Public Meeting Link to meeting materials: 4 options for winter services shared:	Summary of Feedback from Community & Coalition (combined). Link here: Home Tahoe Truckee Homeless Action Coalition <i>Navigation Center Favored:</i> Among four winter service options discussed, participants expressed most support for

Working together to prevent and end homelessness in the Tahoe-Truckee region

tthomelesscoalition.org | Tahoe Truckee Homeless Action Coalition Coordinator, 530-386-2940

	1) Do nothing-status quo 2) Emergency Shelter 3) Navigation Center (day services, shelter beds) 4) Scaled Down Navigation Center/Interim Beds	a 1-year pilot Navigation Center with interim beds as a practical, scalable first step. <i>Community Input Around Success:</i> Success was defined as services that provide dignity, safety, case management, and flexibility—tailored to varied needs rather than a one-size-fits-all model. <i>Challenges Identified:</i> Sustainable funding, staffing, and siting remain the biggest barriers; participants stressed urgency to secure at least a temporary solution for winter 2025/26. <i>Shared Commitment:</i> There was consensus that even a scaled-down pilot is better than doing nothing, and that collaboration among the Town, County, Hospital District, and community partners is critical to success.
September 4, 2025	Coalition and Public Meeting Link to meeting materials:	Coalition Recommendations: Priority 1: Operations in effect for winter service Model A: Navigation Center & Interim Beds (4-6)* *there is an openness if an operator, site, and funding present itself, we move towards B / includes keeping an eye out for a drop-in shelter pending the receipt of an operator and funding Location: Coalition supports identifying sites within mixed use zone, but is open to other sites pending review by the coalition and public Link to meeting materials: Home Tahoe Truckee Homeless Action Coalition
October 8, 2025	Coalition and Public Meeting	<u>Coalition Recommendations</u> Link to meeting materials: Home Tahoe Truckee Homeless Action Coalition TTHAC Navigation Center 1-Year Pilot Model Site/Location and Permit Process Recommendations: • TTHAC recommends that 12315 Deerfield Drive is an appropriate site for this project • TTHAC recommends that Nevada County notify the Town of Truckee that they will be invoking Development Code Section 18.02.025. • TTHAC recommends to the Town Council that the Town Council pass a resolution waiving the 60-day notification requirement from state law.

		- TTHAC recommends that Nevada County place a closed session item on the October 13, 2025 Board Agenda that would seek authority for Nevada County to be allowed to negotiate a lease on 12315 Deerfield Drive property. TTHAC Navigation Center 1-Year Pilot Model and Funding Recommendations: - TTHAC recommends moving forward with shelter model B which has an estimated budget of \$1.2M for year one. The existing outreach teams and day center activities currently at Joseph Center. TTHAC recommends submitting funding request for the Navigation Center 1-Year Pilot in October as follows: - Town of Truckee: \$350K - TFHD: \$350K - Nevada County: \$350K - Placer County: \$75K - Community Giving: Goal is \$200K TTHAC Navigation Center 1-Year Pilot Community Engagement Recommendations: - TTHAC recommends moving forward with the community engagement actions presented for 12315 Deerfield Drive as well as other ideas shared by Coalition members and the public (see notes below for details)
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Summary of Coalition Recommendations from the October 8, 2025 Meeting (full summary notes posted on the TTAC website)

Recommendations based on Coalition votes taken at the meeting. For each of the recommendations below, the Coalition used a consensus model to vote. Nine of the 11 Coalition members were present at the meeting. The “vote” for each of the topics listed below had unanimous support.

1. TTHAC Navigation Center 1-Year Pilot Model Site/Location and Permit Process Recommendations:
 - TTHAC recommends that 12315 Deerfield Drive is an appropriate site for this project
 - TTHAC recommends that Nevada County notify the Town of Truckee (based on an invitation) that they will be invoking Development Code Section 18.02.025.
 - TTHAC recommends that the Town Council pass a resolution waiving the 60-day notification requirement from state law.
 - TTHAC recommends that Nevada County place a closed session item on the October 13, 2025 Board Agenda that would seek authority for Nevada County to be allowed to negotiate a lease on 12315 Deerfield Drive property.
2. TTHAC Navigation Center 1-Year Pilot Model and Funding Recommendations:
 - TTHAC recommends moving forward with Navigation Center Model B (interim beds and winter shelter beds, no day center) which has an estimated budget of \$1.2M for year one.
 - Shelter Model B includes:

- 6 interim beds (year-round)
 - 10 winter shelter beds (4 months, 24/7)
 - No day services other than for those living/staying at the Navigation Center
3. TTHAC recommends submitting funding request for the Navigation Center 1-Year Pilot in October as follows:
- Town of Truckee: \$350K
 - TFHD: \$350K
 - Nevada County: \$350K
 - Placer County: TBD
 - Community Giving: Goal is \$200K
4. TTHAC Navigation Center 1-Year Pilot Community Engagement Recommendations:
- TTHAC recommends moving forward with the community engagement actions presented for 12315 Deerfield Drive as well as other ideas shared by Coalition members and the public (see notes below for details)

1-Year Navigation Center Pilot Project

120-Day Community Engagement Plan: October-December 2025

As of October 22, 2025

Introduction

The Tahoe Truckee Homeless Action Coalition (TTHAC) is a regional network of local governments, nonprofits, community organizations, and community members working together to improve outcomes for individuals and families experiencing homelessness in the North Tahoe-Truckee region.

Purpose of the 120-Day Community Engagement Plan

The purpose of the 120-day community engagement plan is to build community and neighborhood understanding and gather input on the proposed 1-Year Navigation Center Pilot.

Key Stakeholders

The engagement plan will target key stakeholder groups in the region, including:

- General Public
- Neighbors, businesses, and entities near the navigation Center (with specific focus on the Coldstream and Deerfield area)
- TTHAC Members
 - Local elected representatives of the TTHAC members
- Local media

Communication Channels

We will reach our key stakeholders through the following channels:

- TTHAC platforms: Newsletter (400+) and website (Navigation Center Pilot page)
- Local Media (Newspapers + KTKE)
- Public Meetings and Presentations
- Neighborhood Meeting(s), outreach
- Flyers and Mailers
- Social media

Engagement Activities and Timeline for 1-Year Navigation Center Pilot Project (October-December 2025)

2025 Date	Action	Purpose / Objective
October 8	TTHAC Advisory Recommendations at Coalition Meeting Sierra Sun article on meeting outcomes	Post meeting materials press on TTHAC website
October 13	Truckee Chamber Board Meeting Update	Updates and awareness building in business community
October 14	Nevada County Board of Supervisors (Closed Session re: entering into lease negotiations for Deerfield Drive location)	Inform elected officials; support due diligence authority to negotiate lease pending funding
October 14	Truckee Town Council Presentation	Staff update on TTHAC recommendations and funding request on October 28
October 15	Press Release re: Oct 8 TTHAC Meeting	Neighborhood noticing to proactively build awareness of the proposed project
October 15	Add Navigation Center information page to the TTHAC website, including address of site, services, funding, etc.	Provide basic proposed project information to the community.
October 16	Distribute informational flyer to neighbors and business	Broad outreach re: recommendations, process, and next steps including dates of upcoming meetings where funding requests will go before elected boards (Town, TFHD, Nevada County)
October 16-17	Kick-off Neighborhood Outreach (3 days after lease negotiation discussion at Nevada County BOS meeting) Create, distribute flyers (walk around), coffee meeting with business owner at Mt. Brew	Notify neighbors of proposed project—begin month-long effort
October 20	Community Spotlight – KTKE Radio	Share project purpose, model overview, and funding needs in accessible format

October 21	Good Morning Truckee Presentation	Presentation on TTHAC and Pilot Project to local business leaders
October 21	TTHAC Newsletter #2 Distribution	Share updates on TTHAC recommendations, Navigation Center Pilot location, Neighborhood meeting, Oct 28 th Director meetings re: funding request.
October 21/22	Distribute Invite to Neighborhood about Neighborhood Meeting (via email) and walking around.	Provide notice to neighbors about proposed project and future opportunities for engagement
Week of October 21	Town of Truckee Newsletter	Submit article re: Pilot project
October 27	Neighborhood Listen & Learn Meeting, 4-5 PM @ Mountain Brew	Information Session about Navigation Center, answer questions, hear feedback. Direct engagement with neighbors closest to proposed site; listen and respond to questions. Location at Mountain Brew
October 28	Joint Meeting: Truckee Town Council & Tahoe Forest Hospital Board of Directors to review funding and policy requests. Estimated meeting start time: 5:30pm at Town Council Chambers	Funding request and Development Code exemption resolution (60-day waiver)
October 28	Nevada County Board of Supervisor Meeting	Review TTHAC Funding & Policy Request Memo, take action on lease negotiations work
November 1	Press Release re: October 28 th Funding Decisions	Provide on-going updates on TTHAC work in the community
November/December	On-going neighborhood outreach: one-on-one meetings, Listening Session at Mountain Brew, mailer (TBD based on feedback at meeting #1)	Provide many opportunities for neighborhood discussions
November 1	Launch community fundraising campaign	Raise gap funding for Navigation Center pilot
Mid-November	Public and TTHAC Coalition Meeting	Provide update on Navigation Center Pilot, engagement in outreach and fundraising

**TOWN OF TRUCKEE
California**

RESOLUTION 2025-67

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF TRUCKEE
WAIVING NOTICE OF NEVADA COUNTY'S LEASING OF PROPERTY
LOCATED AT 12315 DEERFIELD DRIVE, TRUCKEE AND
OPERATING THE FACILITY AS A NAVIGATION CENTER FOR ONE YEAR**

WHEREAS, California Government Code Section 25351(b) provides that whenever the board of supervisors of a county decides to enter into a lease of an existing building and/or expand the use of an existing building within the incorporated territory of a city, the county board of supervisors shall notify in writing, at least 60 days prior to going to bid or expanding the use, the city clerk of that city; and

WHEREAS, Government Code Section 25351(c) further provides that whenever the lease of a building by a county is exempt from the bidding process, the county board of supervisors shall notify in writing, at least 60 days prior to leasing the building, the city clerk of that city; and

WHEREAS, Government Code Section 25351(d) provides that the 60-day notification requirements imposed by subdivisions (b) and (c) of Section 25351 may be waived if the city council of the affected city consents thereto by resolution; and

WHEREAS, Nevada County has notified the Town Clerk that the County plans to lease a portion of the property located at 12315 Deerfield Drive in Truckee, for the purpose of expanding the use of the existing building on the property by operating a navigation center as a one-year pilot program commencing in approximately January 2026, consisting of the provision of temporary supportive housing and emergency shelter services for persons without housing or shelter; and

WHEREAS, Nevada County has requested the Town waive the 60-day notification requirement, in order to allow the County to lease the property in time for the navigation center to commence operations prior to the onset of severe winter weather; and

WHEREAS, the Town Council is supportive of the navigation center pilot program and has committed to providing financial support for the program; and

WHEREAS, the Town Council recognizes that pursuant to California Government Code Sections 53090 and 53091 the County is not required to comply with the Town's building ordinances or zoning ordinances for County projects within Town limits, and that no Town Council approval or other action is required for such County projects, but the Town Council is nonetheless supportive of the navigation center pilot program;

NOW THEREFORE BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF TRUCKEE, that pursuant to Government Code Section 25351(d), the Town of Truckee hereby waives the 60-day notice requirement for Nevada County's lease of a portion of the property located at 12315 Deerfield Drive in Truckee and the expansion of the use of the existing building on the site for the purpose of operating a navigation center as a one-year pilot program commencing in approximately January 2026, consisting of the provision of temporary supportive housing and emergency shelter services for persons without housing or shelter.

The foregoing resolution was introduced by _____, seconded by _____, at a regular meeting of the Truckee Town Council, held on the 28th day of October 2025 and adopted by the following vote:

AYES:

NOES:

ABSENT:

ATTEST:

_____, Mayor

Kelly Carpenter, CMC Town Clerk