



COUNTY OF NEVADA COMMUNITY DEVELOPMENT AGENCY

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Trisha Tillotson, Agency Director

Agricultural Commissioner

Building

Code & Cannabis Compliance

Environmental Health

Planning

Public Works

NEVADA COUNTY BOARD OF SUPERVISORS Board Agenda Memo

MEETING DATE: November 18, 2025

TO: Board of Supervisors

FROM: Trisha Tillotson, Community Development Agency Director

SUBJECT: Resolution approving and authorizing execution of a professional service contract between the County of Nevada and Design Workshop, Inc. in the amount of \$196,917 for the design of Soda Springs Outdoor Visitor Center and Trailhead and directing the Auditor-Controller to amend the Fiscal Year 2025/26 Recreation Budget (4/5 Affirmative Vote Required)

RECOMMENDATION:

Staff recommends that the Board of Supervisors adopt the resolution.

FUNDING:

A budget of \$150,000 is allocated in the FY2025/26 Recreation budget. The remaining \$46,917 is funded through the Board Priorities Assignment of the General Fund; a release of fund balance and budget amendment are included in the resolution for approval. Contract to begin November 25, 2025. This is a thirteen-month contract ending December 31, 2026.

BACKGROUND:

The Soda Springs Trailhead Project is a key component of the County's ongoing efforts to enhance recreation access and infrastructure within the Donner Summit region consistent with the Nevada County Recreation and Resiliency Master Plan, the Soda Springs Area Plan, and the Donner Summit Public Use, Trails and Recreation Facilities Plan. The project will improve public trailhead access, parking, ADA accessibility, and visitor amenities to support safe, sustainable outdoor recreation in partnership with local agencies and community stakeholders.

The County issued a Request for Proposal (RFP) for design and engineering services to develop construction-ready documents. Design Workshop, Inc., a nationally recognized firm specializing in landscape architecture and recreation site design, was selected through a competitive review process for its experience and similar mountain recreation and environmental restoration projects.

The design will be guided by prior environmental and planning efforts including the Van Norden Meadow Recreation and Restoration NEPA document and Tahoe National Forest style guides ensuring consistency with federal and regional standards.

Item Initiated by: Kimberly Parker, Program Manager Economic Development

Approved by: Trisha Tillotson, Community Development Agency Director

Submittal Date:

