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Trisha Tillotson  
Community Development Agency Director

David Garcia  
Director of Public Works

## NEVADA COUNTY BOARD OF SUPERVISORS

### Board Agenda Memo

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**MEETING DATE:** October 14, 2025  
**TO:** Board of Supervisors  
**FROM:** David Garcia, Director of Public Works  
**SUBJECT:** Resolution approving agreement for Snow Removal Services between Town of Truckee and County of Nevada in the Glenshire/Hirschdale area of Eastern Nevada County in an amount not to exceed \$100,000 Fiscal Year 2025/26 – District V

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**RECOMMENDATION:** Approve the attached Resolution.

**FUNDING:** Funding is for Fiscal Year 2025-26 and is included in the Road Maintenance budget. Funding is provided by Highway User Tax Act (HUTA) revenue, and no budget amendment is needed. There is no impact on the General Fund.

**BACKGROUND:** The Town of Truckee has provided snow removal services in the Glenshire/Hirschdale areas of Eastern Nevada County in a satisfactory manner. The last agreement expired June 30, 2025.

This new agreement continues to provide for the County to reimburse the Town of Truckee on a cost-per-centerline-mile basis rather than a flat annual rate as is done with private operators. Over the past five years, the annual cost has ranged from \$54,439 - \$96,136. The more severe the winter months, the higher the annual cost and three times during the past five-year contract, the Department of Public Works has needed to return to the Board of Supervisors to amend the contract as a result of a heavy winter fiscal year; the contract did not have provisions for inflation and the Auditor Controller did not have change order authority.

Therefore, the Department of Public Works is proposing a new one-year contract with four automatic one-year renewals, with a not to exceed amount of \$100,000, that will be inflated 5% annually over the duration of the contract. Additionally, the Nevada County Purchasing policy section 7.3d allows the Purchasing Agent to execute change orders of up to 10% of the total contract amount or \$50,000, whichever is less, and staff is requesting the Purchasing Agent be allowed to encumber this contract.

The Town will invoice the County for \$75,000 in April of each year, with a reconciliation for actual work performed in November of that year. If the amount is more, the County will be invoiced in November, and if the amount is less, the County will be reimbursed for the difference. The Department of Public Works wishes to enter into a one-year agreement with the Town of Truckee, with four (4) automatic one-year renewals, at a starting maximum of \$100,000 per year in Fiscal Year 2025-26, with annual 5% inflation.

**Attachments:**

1. Resolution to approving agreement for Snow Removal Services between Town of Truckee and County of Nevada in the Glenshire/Hirschdale Area of Eastern Nevada County in an amount not to exceed \$100,000 Fiscal Year 2025/26 – District V.
2. Contract between Town of Truckee and County of Nevada for Snow Removal Services.

**Item Initiated by:** Patrick Perkins, Principal Civil Engineer

**Approved by:** David Garcia, Director of Public Works