



**STAFF REPORT: TSSA-1 2025 Roadway Vegetation Management Project: Contract Authorization**

**BOARD ACTION:**

By Motion:

The Board of Directors authorizes the General Manager, on behalf of the Tahoe Donner Association, to execute the necessary contract(s) to implement the 2025 Roadway Vegetation Management Project, not to exceed \$181,000, including a 10% contingency.

**BACKGROUND:**

Town of Truckee TSSA-1 Fund

The Town of Truckee has a parcel tax (TSSA-1) designated for specific purposes within Tahoe Donner. These purposes include roadway and drainage maintenance and improvement, enhanced snow removal, parking improvements, and emergency preparedness, which encompasses roadway safety infrastructure and emergency egress improvements.

Following Tahoe Donner advocating for special projects relating to emergency and roadway safety infrastructure improvements, the Truckee Town Council approved capital improvement projects in their 24/25 and 25/26 Fiscal Year Budgets (Exhibit B). These projects were proposed to be led by Tahoe Donner staff in partnership with Town staff and funded by the TSSA-1 Fund through reimbursement agreements. The three projects are:

1. Tahoe Donner Trail (Class 1 trail)
2. Tahoe Donner Emergency Egress Improvement Study
3. Tahoe Donner Roadside Vegetation Management

The Truckee Town Council approved the Roadside Vegetation Management Reimbursement Agreement at the May 13, 2025, Town Council Meeting (Exhibit A). Subsequently, the project was put to bid, and bids were received, reviewed, and validated in accordance with the requirements set forth by the Town staff. The project is ready for a bid award, and the contract for the project is being executed.

This staff report is prepared for the board to consider authorizing the General Manager to execute the necessary contract(s) to implement the TSSA-1 Roadside Vegetation Project.

**DISCUSSION/ANALYSIS:**

Tahoe Donner and the Town of Truckee have a long-standing collaborative approach to tackling issues that affect both communities. The use of TSSA-1 funds is a prime example of a public-private partnership that benefits the community. By utilizing the expertise and resources of Tahoe Donner staff, we can develop programs that effectively address these shared concerns. In this case,



the proposed project enhances safety and resilience for Tahoe Donner residents and visitors in the event of an evacuation during a wildfire. By clearing vegetation near designated evacuation routes, we can reduce the length and intensity of flames, making evacuations safer. This also helps create areas where firefighting efforts can operate more efficiently. Reduced flame length and intensity enable suppression teams to work more effectively. It also allows aerial firefighting efforts to be more successful by creating gaps in the canopy for water and retardant drops. This serves as a public benefit for residents and visitors to Tahoe Donner.

This project manages roadside vegetation to enhance the resiliency and safety of the main evacuation corridors in and out of Tahoe Donner. Tahoe Donner staff developed a scope of work (Exhibit A) and bid process that was approved by the Town of Truckee. Bids were solicited from qualified contractors, and Arbor Pros was determined to be the lowest responsive bidder.

The scope of work entails removing brush and marked trees along the primary evacuation routes in and out of Tahoe Donner. Upon award of the contract, this work is expected to commence in early August and be completed by the end of September. The contractor will be managed by Tahoe Donner, and after verification of work, reimbursement for services will be submitted to the Town of Truckee as outlined in the reimbursement agreement (Exhibit A).

The project includes the following:

1. TSSA-1 funds budgeted and approved by the Town of Truckee not to exceed \$181,000 with a 10% contingency added.
2. Approved contractor (Arbor Pros) selected as part of a public bid process, with Arbor Pros selected as the lowest responsive bidder.
3. Roadside vegetation is being removed along approximately 9 miles and 22 acres of primary evacuation routes identified within Tahoe Donner.

#### **OUTREACH:**

March 28, 2025, Board of Directors Meeting: Town of Truckee TSSA-1 Funds Annual Discussion

#### **FISCAL IMPACT:**

The fiscal impact will have a net-zero cost. The proposed project cost is within the approved \$250,000 of TSSA-1 funding. Reimbursement from the Town of Truckee for associated costs will be made in accordance with the Reimbursement Agreement (Exhibit A).

#### **RECOMMENDATION:**

The recommended Board action is as follows:

The Board of Directors authorizes the General Manager, on behalf of the Tahoe Donner Association, to execute the necessary contracts to implement the 2025 Roadway Vegetation Management Project, not to exceed \$181,000, including a 10% contingency.



No alternative is provided, as this is a Town of Truckee project that has already been approved by the Town Council. However, should the Board wish to discuss this action by pulling it from the Consent Calendar, staff advises the Board that any delay to this project may impact,

1. Established agreement between the Town of Truckee and Tahoe Donner for the use of TSSA-1 funds.
2. Future projects with the Town of Truckee utilizing TSSA-1 funds.
3. Public safety due to delayed or unimplemented work.

#### **ATTACHMENTS:**

Exhibit A: Reimbursement Agreement between Tahoe Donner and the Town of Truckee, including Scope of Work.

Exhibit B: Tahoe Donner Correspondence to Town of Truckee dated April 18, 2024, and April 22, 2025

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Staff Report Prepared By: Jason Hajduk, Director of Administrative Services

Reviewed By: Annie Rosenfeld, General Manager

Board of Directors Meeting: July 25, 2025