



**AGENDA AND MEETING NOTICE  
OF THE NORTH TAHOE PUBLIC UTILITY DISTRICT  
DEVELOPMENT AND PLANNING COMMITTEE**

**Monday, May 12, 2025 at 2:00 p.m.**

**North Tahoe Public Utility District  
Administrative Offices  
875 National Avenue  
Tahoe Vista, CA 96148**

Welcome to a meeting of the North Tahoe Public Utility District  
Development & Planning Committee

A meeting of the North Tahoe Public Utility District Development & Planning Committee will be held on Monday, May 12, 2025, at 2:00 p.m. at the North Tahoe Public Utility District Administrative Offices, 875 National Ave. Tahoe Vista, CA 96148

The District welcomes you to its meetings. Your opinions and suggestions are encouraged. The meeting is accessible to people with disabilities. In compliance with Section 202 of the Americans with Disabilities Act of 1990 and in compliance with the Ralph M. Brown Act, anyone requiring reasonable accommodation to participate in the meeting should contact the North Tahoe Public Utility District office at (530) 546-4212, at least two days prior to the meeting.

All written public comments received by 1:00 p.m. on Monday, May 12, 2025 will be distributed to the District Board Committee Members for their consideration at the meeting. Written comments may be emailed to [mmoga@ntpud.org](mailto:mmoga@ntpud.org), mailed or dropped-off at NTPUD's Administrative Offices located at 875 National Ave., Tahoe Vista, CA. 96148.

**1. CALL TO ORDER**

- 2. PUBLIC COMMENT** – *Any person wishing to address the Development & Planning on Items on the agenda or matters of interest to the District not listed elsewhere on the agenda may do so at this time. Please limit comments and questions to three (3) minutes since no action can be taken on items presented under Public Comment.*

**3. TOPICS OF DISCUSSION**

- a. Award a Construction Contract and Authorize the General Manager to Execute the Agreement with Meyers Earthwork, Inc., for the North Tahoe Regional Park Trail Extension Project and Find that the Agreement is Exempt from the California Environmental Quality Act (CEQA) Under CEQA Guidelines § 15301 (Existing Facilities) – Recommendation to Full Board (Pages 2-6)
- b. Review Joint Sewer Facilities Budget for Fiscal Year 2025/26 (Pages 7-10)

**4. ADJOURNMENT**



**NORTH TAHOE  
PUBLIC UTILITY DISTRICT**

**DATE:** May 13, 2025

**ITEM:** E-3

**FROM:** Planning and Engineering Department

**SUBJECT:** Award a Construction Contract and Authorize the General Manager to Execute the Agreement with Meyers Earthwork, Inc., for the North Tahoe Regional Park Trail Extension Project and Find that the Agreement is Exempt from the California Environmental Quality Act (CEQA) Under CEQA Guidelines § 15301 (Existing Facilities)

**RECOMMENDATION:**

1. Award a construction contract and authorize the General Manager to execute the agreement with Meyers Earthwork, Inc., for the North Tahoe Regional Park Trail Extension Project in the amount of \$1,451,470.50; and authorize up to 10% of the construction contract, \$145,000 as construction contingency, executable by the General Manager.
2. Authorize the General Manager to execute a change order to add rock revetment, asphalt, and miscellaneous trail amenities in the North Tahoe Regional Park parking lot by extension of unit rates in the submitted bid for an estimated amount of \$290,000.
3. Find that approval of the Agreement is exempt from CEQA as repair, maintenance, and/or minor alterations of existing facilities under CEQA guidelines § 15301 (Existing Facilities).

**DISCUSSION:**

NTPUD Staff identified a need for a trail adjacent to the Lower Parking lot in the Regional Park to reduce the safety hazards associated with pedestrians and bicyclists traveling the vehicular drive aisle, to improve the connectivity throughout the Park, and to continue creating attractive and functional amenities for the benefit of Park users.

At the May 2023 regular meeting, the Board of Directors of the North Tahoe Public Utility District approved a Capital Plan that provided funds for the preliminary design of the NTRP Trail Extension Project. Over the next two years, NTPUD staff leveraged the preliminary design funds and acquired a multi-year grant from North Tahoe Community Alliance (NTCA) to complete the final design of the NTRP Trail Extension Project.

Additional grants were received from the California Habitat Conservation Fund and NTCA to fund approximately 75% of the construction.

The District worked with engineers Lumos and Associates to prepare the improvement plans for the NTRP Trail Extension Project. The project includes an 8-ft wide multi-purpose trail connecting the Pam Emmerich Memorial Trailhead to the lower restrooms, raised crosswalks at Fields 1 and 2, tiered rock seating at Fields #1 and #2, pervious paver plazas at the playground and overlooking Field #3, and a 6-ft wide trail and steel staircase from the playground to the Ramada.

Additionally, the Staff is requesting authorization for a change order to address related areas of need that were not included in the base bid due to uncertainty around anticipated bid results and available grant budget. The proposed change order would extend the project bid quantities to install additional associated rock revetment, asphalt, and trail amenities. The proposed change order's pricing is based on the competitively bid unit rates to complete this portion of the work. The proposed change order will help ensure full utilization of the grant from the California Habitat Conservation Fund, which requires a 50% match.

The project design was presented to and reviewed by the Recreation and Parks Commission at their April 24, 2025, meeting.

Construction Contract:

The project was advertised for bids on March 28 & April 4, 2025. The bid results are shown below.

- Bid Period: 3/28/2025 – 4/24/2025
- Bids Received: 4
- Base Bid Range: \$1,451,470.50 to \$2,492,838.50 (see table below)
- Engineer's Construction Estimate: \$1,870,863

<b>Contractor</b>	<b>Bid Amount</b>
Meyers Earthwork, Inc.	\$1,451,470.50
Ruppert, Inc.	\$1,651,615.20
Burdick Excavating Co., Inc.	\$1,744,178.85
Stimpel-Wiebelhaus, Inc.	\$2,492,838.50

The bids were reviewed by staff and Meyers Earthwork, Inc. is the lowest responsive bidder at \$1,451,470.50.

Award of this agreement is exempt from CEQA under CEQA Guidelines § 15301 as repairs, maintenance, and minor alterations of existing facilities. Staff has already filed a Notice of Exemption for the project.

Professional Services Contracts:

Additional professional support services have been identified to ensure the successful delivery of the proposed project. These consultants provide industry-specific expertise that District staff cannot provide to facilitate project completion.

The proposed professional services agreements are time and materials contracts with a not-to-exceed amount. District staff’s primary duty is project management, ensuring integration of the project within existing recreation operations, and construction inspection to ensure the project meets the District’s specifications and objectives. The specific role and responsibility of the consultants are as follows:

Vendor	Role/Responsibility	
NV5, Inc.	Special Inspection – Soil Compaction and Materials Testing	QA/QC
Lumos and Associates	Design Engineering Services During Construction	QA/QC
Ferrell Civil Engineering	Structural Engineering Services During Construction	QA/QC

Construction Phase Costs:

The following table provides an estimate to complete the construction phase of the project. The table includes the capitalization of staff costs associated with the execution of the project.

**Construction Phase Costs**

Meyers Earthwork, Inc.	\$1,451,470	<u>Construction:</u> \$1,896,470 (95%)
Construction Contingency	\$145,000	
Change Order #1	\$290,000	
NV5, Inc.	\$20,000	<u>Professional Services:</u> \$54,500 (3%)
Lumos and Associates	\$27,500	
Ferrell Civil Engineering	\$7,000	
NTPUD Staff	\$45,000	<u>Staff Time</u> \$45,000 (2%)
Total:	\$1,985,970	

The total projected construction cost is estimated to be \$1,985,970.

If awarded, the project will begin immediately with the issuance of contracts and review of material submittals from the contractor. Construction will begin in mid-July and be completed no later than October 15, 2025.

**FISCAL ANALYSIS:**

The proposed Fiscal Year (FY) 2025/26 Capital Budget includes \$2,000,000 for NTRP Multi-Purpose Trail Connection in the Recreation and Parks Fund. The project budget includes a \$1,029,005 construction grant from the California State Parks Habitat Conservation Fund and a \$472,500 Placer County Transient Occupancy Tax (TOT) Funds grant through the NTCA.

The budgetary impact to the District of the proposed project is summarized in the table below:

Item	Amount
Estimated Construction Phase Costs	\$1,985,970
California State Parks Habitat Conservation Fund	(\$1,029,005)
Placer County, NTCA Grant	(\$472,500)
Total District Commitment for Construction	\$484,465

The project construction phase costs are estimated to be \$1,985,970. This will be funded with \$1,501,505 of grant funding and \$484,465 of District funding. Any unspent funds will remain in District reserves.

**STRATEGIC PLAN ALIGNMENT:**


Goal 2: Provide high-quality community-driven recreation opportunities and event facilities – Objective D: Utilize the North Tahoe Regional Park as a community asset for passive and active recreation – Tactic 1: Increase accessibility of the Park – Activity d: Begin efforts to renovate and improve the Pam Emmerich Memorial Pindrop Trail; and Objective E: Use the Active Recreation Needs Assessment to establish community priorities and set a roadmap for the future of District recreation facilities – Tactic 1: Engage the public and stakeholders to set priorities and direction for active recreation facility improvements and additions – Tactic 3: Find funding for the development of active recreation amenities.

Objective F: Uphold maintenance and capital investment of existing facilities to ensure their vitality for generations to come – Tactic 3: Prioritize capital project planning and delivery of Park and Facility enhancements and new infrastructure.

**MOTION:** Approve Staff Recommendation

**REVIEW TRACKING:**

Submitted By:  Approved By:   
Joseph J. Pomroy, P.E. Bradley A. Johnson, P.E.  
Engineering & Operations Manager General Manager/CEO

Reviewed By:   
Patrick Grimes  
Chief Financial Officer

**Attachment 1**

<b>JSF Flow Calculation</b>														<b>2024</b>
<b>Data</b>	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Annual Total	
North Shore Export Meter (1)	25.9	27.5	34.5	35.2	29.3	27.7	33.9	27.2	20.5	17.8	17.2	23.8	320.5	
Dollar Hill Measured Flow (2)	20.2	21.0	26.3	26.9	22.9	21.9	26.6	22.2	17.6	15.1	14.7	19.1	254.5	
TCPUD North Shore Calculated (3)	5.7	6.5	8.2	8.3	6.4	5.8	7.3	5.0	2.9	2.7	2.5	4.7	66.0	
Percent NSEF Flow NTPUD	78%	76%	76%	76%	78%	79%	78%	82%	86%	85%	85%	80%	<b>79%</b>	
Percent NSEF Flow TCPUD	22%	24%	24%	24%	22%	21%	22%	18%	14%	15%	15%	20%	<b>21%</b>	

(1) North Shore Export Meter. Measures all NTPUD Flow and all TCPUD North Shore Flow

(2) NTPUD Dollar Hill Flow Meter. Measures all flow from NTPUD

(3) Equals North Shore Export Meter - Dollar Hill Measured Flow

Data input cells

All units in million gallons

**Attachment 2**

<b>Tahoe City Public Utility District</b> <b>JSF Expenses</b> <b>Maintenance Program Expenses - J. S. F.</b>			
	Account. No.	Budget 2024	Actual 2024
<b>Expenses:</b>			
Salaries & Wages -- FT	4000-000000	7,456	7,942
Salaries & Wages -- OT	4005-000000	192	39
Salaries & Wages -- PT	4010-000000	-	-
Employee Benefits	4090-000000	2,790	3,994
Benefits-Health	4094-000000	1,536	3,094
OPEB Expense	4095-000000	516	354
Repair & Maintenance Parts	5100-000000	6,000	-
Equip.Maint/Contracts	5150-000000	-	-
Repair -- Facilities	5200-000000	10,000	9,115
Supplies	5250-000000	6,000	41
Insurance	5300-000000	336	465
Fees and Permits	5700-000000	-	-
Purchased Services	5800-000000	1,500	1,450
Utilities	6300-000000	8,000	5,758
Vehicle Expense	6400-000000	-	-
Miscellaneous	7200-000000	-	-
<b>Total Direct Expenses</b>		\$44,326	\$32,252
Calculated TCPUD NSEF Flow Share			79%
Calculated NTPUD NSEF Flow Share			21%
NTPUD Subtotal (Remaining Direct Expenses x % Flow Share)			\$25,479
<b>Total NTPUD Billing</b>			<b>\$25,479</b>
<b>Total TCPUD Billing</b>			<b>\$6,773</b>



**Attachment 3**

<b>Tahoe City Public Utility District</b> <b>JSF Expenses</b> <b>Maintenance Program Expenses - J. S. F.</b>							
Account. No.	Actual 2020	Actual 2021	Actual 2022	Actual 2023	Actual 2024	Budget 2025	
<b>Expenses:</b>							
Salaries & Wages -- FT	4000-000000	10,675	1,321	3,577	5,943	7,942	7,949
Salaries & Wages -- OT	4005-000000	1,490	-	-	-	39	192
Salaries & Wages -- PT	4010-000000	168	-	-	-	-	-
Employee Benefits	4090-000000	4,334	558	1,612	2,392	3,994	2,880
Benefits- Dental	4092-000000	-	-	-	-	-	84
Benefits- Vision	4093-000000	-	-	-	-	-	24
Benefits-Health	4094-000000	1,985	152	52	360	3,094	1,704
OPEB Expense	4095-000000	-	138	846	940	354	348
Repair & Maintenance Parts	5100-000000	15,060	-	-	-	-	6,000
Equip.Maint/Contracts	5150-000000	-	-	-	-	-	-
<b>Repair -- Facilities (1)</b>	5200-000000	4,979	-	64	-	9,115	15,000
<b>Supplies (2)</b>	5250-000000	-	5,875	-	6,378	41	6,000
Insurance	5300-000000	244	367	342	421	465	396
Purchased Services	5800-000000	3,962	1,250	-	3,314	1,450	2,000
<b>Snow Removal (3)</b>	5900-000000	-	-	-	-	-	4,000
<b>Utilities (4)</b>	6300-000000	1,652	2,756	1,345	3,188	5,758	9,900
Vehicle Expense	6400-000000	-	-	-	-	-	-
Miscellaneous	7200-000000	-	-	1	-	-	-

<b>Total Direct Expenses</b>	<b>44,549</b>	<b>12,417</b>	<b>7,839</b>	<b>\$22,936</b>	<b>\$32,252</b>	<b>56,477.00</b>
NTPUD % Breakdown	72% = \$32,075 72% = \$8,940 72% = \$5,644 '6% = \$17,431 '9% = \$25,479					
TCPUD % Breakdown	28% = \$12,473 28% = \$3,476 28% = \$2,194 24% = \$5,504 21% = \$6,773					

- (1) Upgrades to blower system**
- (2) Carbon media replacement**
- (3) Snow Removal access for year round operation**
- (4) Liberty Energy rate increase and year round operation**

Attachment 4

<b>Tahoe City Public Utility District</b> <b>Capital JSF Expenses</b> <b>Caltrans HWY 28 Paving Project</b>		
	Account. No.	Budget 2025
<b>Expenses:</b>		
Salaries & Wages -- FT	4000-000000	\$12,960
Salaries & Wages -- OT	4005-000000	
Repair & Maintenance Parts (1)	5100-000000	\$40,000
<b>Total Direct Expenses</b>		<b>\$52,960</b>
<b>Total NTPUD Billing/EDU's NSE</b>	7232/ 63%	<b>\$33,365</b>
<b>Total TCPUD Billing/EDU's NSE</b>	4218/37%	<b>\$19,595</b>

(1) Repair parts include manhole frame and covers, risers, and grade rings