

COUNTY OF NEVADA

STATE OF CALIFORNIA

Chair Heidi Hall, District I

Supervisor Robb Tucker, District II

Vice Chair Lisa Swarthout, District III

Supervisor Susan Hoek, District IV

Supervisor Hardy Bullock, District V

Jeffrey Thorsby, Chief of Staff/Clerk of the Board

Alison Lehman, County Executive Officer

Katharine L. Elliott, County Counsel



BOARD OF SUPERVISORS

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SUMMARY MINUTES

Date	Time	Location
Tuesday, December 10, 2024	9:00 AM	Board Chamber, First Floor Eric Rood Administrative Center 950 Maidu Avenue Nevada City, California

REGULAR MEETING: 9:00 AM

Rollcall

The following Supervisors present:

Heidi Hall, 1st District

Ed Scofield, 2nd District

Lisa Swarthout, 3rd District

Susan Hoek, 4th District

Hardy Bullock, 5th District

STANDING ORDERS:

Chair Bullock called the meeting to order at 9:00 a.m.

The Pledge of Allegiance was held.

No corrections or deletions to agenda were noted.

CONSENT CALENDAR:**Behavioral Health Director: Phebe Bell**

1. [SR 24-1624](#) Resolution approving a contract between the County of Nevada and Sacramento Behavioral Healthcare Hospital, LLC. for the provision of Psychiatric Inpatient Hospitalization Services under Welfare and Institutions Code Section 5150 for referred County clients in the maximum amount of \$230,000 for the term of January 1, 2024, through June 30, 2026, and authorizing the Chair of the Board of Supervisors execute the contract.
Adopted.
Enactment No: RES 24-614

2. [SR 24-1612](#) Resolution approving Amendment 1 to the contract between the County of Nevada and Nevada County Superintendent of Schools for the provision of behavioral and mental health services in Nevada County elementary schools, middle schools, and a charter school as funded by the Mental Health Student Services Act (Res. 24-362), increasing the maximum amount from \$1,071,973 to \$1,356,297 for the current contract term of July 1, 2024, through June 30, 2025, revising Exhibit “A”, Schedule of Services to reflect the addition of a Quality Insurance and Sustainability Coordinator, amending Exhibit B to reflect the increase in maximum contract amount, and authorizing the Chair of the Board of Supervisors to execute the amendment.
Adopted.
Enactment No: RES 24-615

3. [SR 24-1634](#) Resolution approving Amendment 1 to the revenue agreement between the County of Nevada Department of Behavioral Health and the County of Sierra for the provision of Telephone Triage Services for Sierra County Adult System of Care and Children’s System of Care (Res. 24-418), changing the referral and documentation processes and increasing the contract amount by \$6,000 to \$28,992 for the term of July 1, 2024, through June 30, 2025, and authorizing the Chair of the Board of Supervisors to execute the amendment.
Adopted.
Enactment No: RES 24-616

4. [SR 24-1593](#) Resolution approving Amendment No. 2 to the contract with Nevada County Housing Development Corporation for services related to community-based housing projects and specialized housing programs (Res. 23-306), increasing the maximum contract price from \$2,791,167 to \$2,944,077, revising Exhibit “A” Schedule of Services to include the Ranch House and Supportive Housing in Truckee, amending Exhibit “B” Schedule of Charges and Payments to reflect this increase and to add funds for fiscal year 2024/25, and authorizing the Chair of the Board to execute the amendment.
Adopted.
Enactment No: RES 24-617
5. [SR 24-1592](#) Resolution approving a subgrantee agreement between the County of Nevada and the Nevada County Housing Development Corporation DBA AMI Housing Inc. for the renovation of an existing building Located at 120 Badger Lane, Grass Valley 95945 (APN 029-241-028-000) into a minimum seven bed units of Behavioral Health Bridge Housing in the maximum amount of \$491,625 for the term of December 10, 2024, through October 1, 2025, and authorizing the Director of Behavioral Health to execute the agreement.
Adopted.
Enactment No: RES 24-618
6. [SR 24-1545](#) Resolution approving Agreement Number 24MHSEOAC032 and accepting funds from the Mental Health Services Oversight and Accountability Commission for the Mental Health Student Services Act grant in the category of Marginalized and Vulnerable Youth in the maximum amount of \$500,000 for December 10, 2024, through December 31, 2027, authorizing the Director of Behavioral Health to execute the agreement, and directing the Auditor-Controller to amend the fiscal year 2024/25 Behavioral Health budget. (4/5 Affirmative vote required)
Adopted.
Enactment No: RES 24-619
7. [SR 24-1611](#) Resolution approving Agreement Number 24MHSEOAC015 and accepting funds from the Mental Health Services Oversight and Accountability Commission for the Mental Health Student Services Act grant in the category of Sustainability for December 10, 2024, through December 31, 2027, in the maximum amount of \$450,000, authorizing the department head of Behavioral Health to sign the agreement, and directing the Auditor-Controller to amend the fiscal year 2024/25 Behavioral Health budget. (4/5 Affirmative vote required)
Adopted.
Enactment No: RES 24-620

8. [SR 24-1628](#) Resolution authorizing the Behavioral Health Department to accept Crestwood Behavioral Health, Inc. as the awardee from the request for proposals process for potential grant funds to construct an inpatient psychiatric facility and approving the Department to develop all necessary contracts and documents in preparation to receive potential grant funds.
Adopted.
Enactment No: RES 24-621

Public Health Director: Kathy Cahill

9. [SR 24-1591](#) Resolution approving the fiscal year 2024/25 county allocations for California Children's Services County Administration, Compliance Monitoring and Oversight, and Medical Therapy Program with the State Department of Health Care Services, Children's Medical Services Branch to receive Nevada County's allotment of the California Children's Services Program funds for fiscal year 2024/25.
Adopted.
Enactment No: RES 24-622

Social Services Director: Rachel Peña

10. [SR 24-1589](#) Resolution authorizing application and acceptance of funds for the County for fiscal year 2024/25 for the Transitional Housing Program Round 6 and the Housing Navigator and Maintenance Program Round 3.
Adopted.
Enactment No: RES 24-623

Child Support Services and Housing Director: Mike Dent

11. [SR 24-1595](#) Resolution authorizing submission of an application for and receipt of funding under the Prohousing Incentive Program (PIP) in an amount not to exceed \$1,000,000, certifying use of a future award of PIP in accordance with applicable state and federal statutes, rules, regulations, and laws regarding the PIP Program, and authorizing the Nevada County Housing and Community Services Director or designee to execute all program funding documents related to PIP. (Housing)
Adopted.
Enactment No: RES 24-624

Sheriff-Coroner/Public Administrator: Shannan Moon

12. [SR 24-1578](#) Resolution approving purchase of radio combining equipment for Phase 2 of the Nevada County Sheriff's Office Radio Infrastructure Improvement Project in the amount of \$35,737.52 including sales tax, approving the associated capital asset request, and directing the Auditor-Controller to amend the fiscal year 2024/25 Sheriff's Office budget. (4/5 Affirmative vote required)
Adopted.
Enactment No: RES 24-625
13. [SR 24-1513](#) Resolution approving a renewal project agreement G24-03-16-L01 between the Nevada County Sheriff's Office and the State of California, Department of Parks and Recreation, pertaining to off-highway vehicle grant funds in the total amount of \$28,105 for the project period of November 10, 2024, though November 9, 2025, and authorizing the Sheriff to execute the agreement.
Adopted.
Enactment No: RES 24-626
14. [SR 24-1627](#) (Adopt) Ordinance adding Sections 2.29.01, 2.29.02, 2.29.03, 2.29.04, and 2.29.05 to the Nevada County Code pertaining to the Care and Disposal of the Unclaimed Property in the Possession of the Sheriff.
Adopted.
Enactment No: ORD-2539
15. [SR 25-0002](#) Resolution authorizing the purchase of body worn cameras, software licenses and related equipment as capital assets for the Sheriff's Office for a total cost of \$2,089,157.73 for a 60-month term of March 2025 through February 2030, authorizing the Purchasing Agent to execute any necessary documents, and directing the Auditor-Controller to amend the fiscal year 2024/25 Sheriff's Office budget to fund the Year 1 installment payment for the system. (4/5 Affirmative vote required)
Adopted.
Enactment No: RES 24-627

Clerk-Recorder/Registrar of Voters: Natalie Adona

16. [SR 24-1647](#) Resolution adopting the Certified Statement of Votes Cast at the General Election on November 5, 2024, with the County of Nevada as certified by the County Clerk-Recorder/Registrar of Voters.
Adopted.
Enactment No: RES 24-628

Community Development Agency Director: Trisha Tillotson

17. [SR 24-1636](#) Resolution approving a Software as a Service Contract and a Professional Services Agreement between the County of Nevada and Accela, Inc. for the Software License, Support, Maintenance and Implementation Services for a term of seven years from January 1, 2025, to December 31, 2031, for an amount not to exceed \$1,238,440, authorizing the Community Development Agency Director to sign the contract, authorizing the Purchasing Agent to execute Change Orders in an amount not to exceed 10% of the contract total, and directing the Auditor-Controller to amend the fiscal year 2024/25 Community Development Agency Administration budget. (4/5 Affirmative vote required)

Adopted.

Enactment No: RES 24-629

18. [SR 24-1618](#) Resolution approving a design and implementation contract between the County of Nevada and the Bear Yuba Land Trust to design and implement the wayfinding signage and communication standards for multi-use pathways, trails and recreation access points throughout Nevada County in high-use and high-impact recreation areas, for the term of December 10, 2024, through September 30, 2026, for an amount not to exceed \$140,000 and authorizing the Purchasing Agent to sign the contract. (Recreation)

Adopted.

Enactment No: RES 24-630

19. [SR 24-1579](#) Resolution approving agreement No. G249811 between the County of Nevada Community Development Agency and the Department of Fish and Wildlife, and to accept the award of \$106,037 for Enhancing Public Access and Amenities along the Truckee River for Visitors and Paddlecraft, for the project period of July 1, 2024, through October 31, 2025. (Recreation)

Adopted.

Enactment No: RES 24-631

Public Works Director: David Garcia

20. [SR 24-1598](#) Resolution to approve Program Supplement No. F071 to Administering Agency-State Agreement NO. 03-5917F15 in the amount of \$1,304,746 for the Combie Road Multi-Purpose Trail, and authorizing the Chair of the Board of Supervisors to execute the supplement. (Dist. II)

Adopted.

Enactment No: RES 24-632

21. [SR 24-1609](#) Resolution approving Amendment No. 1 to contract between the County of Nevada and Nelson Engineering for Professional Engineering Services (PESS4743), increasing the contract amount from \$40,000 to a maximum not to exceed amount of \$75,000 for engineering services, authorizing the Purchasing Agent to increase the encumbrance, and authorizing the Chair of the Board of Supervisors to execute the amendment.

Adopted.

Enactment No: RES 24-633

22. [SR 24-1617](#) Resolution of Intent to amend the Special Taxes for the existing Darkhorse Permanent Road Division and conduct a public hearing to hold a Proposition 218 election on February 11, 2025, at 10:30 a.m. (Dist. II)

Adopted.

Enactment No: RES 24-634

Human Resources Director: Steven Rose

23. [SR 24-1630](#) Resolution amending Authorized Personnel Staffing Resolution 24-353, as amended, effective December 10, 2024.

Adopted.

Enactment No: RES 24-635

24. [SR 24-1631](#) Resolution amending Authorized Personnel Salary Resolution 24-354, as amended, effective December 10, 2024.

Adopted.

Enactment No: RES 24-636

Information and General Services Agency Director: Stephen Monaghan

25. [SR 24-1597](#) Resolution authorizing a new capital lease of a Pitney Bowes Send Pro Mail Center Digital Mailing System for a term of January 1, 2025, through December 31, 2029, in the amount of \$43,990.20, authorizing the Purchasing Agent to execute the lease, and directing the Auditor-Controller to amend the fiscal year 2024/25 Central Services budget. (4/5 Affirmative vote required)

Adopted.

Enactment No: RES 24-637

26. [SR 24-1633](#) Resolution approving acceptance of Pacific Gas & Electric Company (PG&E) Electric Program Investment Charge grant program funds in the amount of \$100,000, authorizing the Director of the Office of Emergency Services to execute the grant agreement and all related documents on behalf of County of Nevada, directing the Auditor-Controller to amend the Office of Emergency Services budget. (4/5 Affirmative vote required)

Adopted.

Enactment No: RES 24-638

Office of Emergency Services Director: Craig Griesbach

27. [SR 24-1639](#) Resolution approving the contract between Anabella Funk and Nevada County Office of Emergency Services for Office of Emergency Services Public Relations Officer for a not to exceed amount of \$67,500 for use during the period December 10, 2024, through June 30, 2025, and authorizing the Director of Emergency Services to execute the contract.

Adopted.

Enactment No: RES 24-639

Facilities Management Director: Justin Drinkwater

28. [SR 24-1484](#) Resolution approving a Standard Public Works Contract between the County of Nevada and Deschaine Enterprises Inc. for the Nevada County Green Waste Site Road and Waterline Improvements Project in the amount of \$63,580 plus a contingency of \$6,358 for a total contract amount of \$69,938, authorizing the Chair of the Board of Supervisors to execute the contract, and directing the Auditor-Controller to amend the fiscal year 2024/25 Capital Facilities budget. (4/5 Affirmative vote required)

Adopted.

Enactment No: RES 24-640

County Counsel: Katharine L. Elliott

29. [SR 24-1501](#) Resolution adopting a new County-wide Department and Division Records Retention Schedule superseding a previously adopted resolution, effective January 1, 2025. (4/5 Affirmative vote required)

Adopted.

Enactment No: RES 24-641

County Executive Officer: Alison Lehman

30. [SR 24-1626](#) Resolution amending various Nevada County budgets through the first Consolidated Budget Amendment for the 2024/25 fiscal year, and releasing Board Priorities, Facilities Planning, Civil Litigation, and Special Project Continuation Assignments in the General Fund. (4/5 Affirmative vote required)
Adopted.
Enactment No: RES 24-642

Chief of Staff: Jeffrey Thorsby

31. [SR 24-1638](#) Resolution amending Section 5. Term of Office of Resolution 21-035 extending the sunset and dissolution of the South County Area Municipal Advisory Council to December 31, 2025.
Adopted.
Enactment No: RES 24-643
32. [SR 24-1646](#) Resolution approving the appointment of Philip Ritti to the Nevada Cemetery District Board of Trustees to fill an unexpired four-year term beginning December 10, 2024, and ending July 1, 2028.
Adopted.
Enactment No: RES 24-644
33. [SR 24-1604](#) Acknowledge Chair Hardy Bullock's appointment of Brad Torres, Waste Water Operations Manager, as 1st alternate member to the Rural Counties Representatives of California - Environmental Services Joint Powers Authority, and the update to the 2024 Chair Committee Assignment list.
Acknowledged.
34. [SR 24-1640](#) Acceptance of the Board of Supervisors August 6, August 20, September 24, October 8, and October 22, 2024, minutes.
Approved.

Approval of the Consent Agenda.

Adopted.

ACTION TAKEN: Chair Bullock introduced the consent calendar. Chair Bullock provided an opportunity for public comment, no public comment was received.

MOTION: Motion made by Supervisor Scofield and seconded by Supervisor Hall to adopt the consent calendar. On a roll call vote, the motion passed.

Regular meeting of the Board of Directors of the Nevada County Sanitation District No. 1.**Call the meeting to order:**

ACTION TAKEN: Chair Bullock recessed the meeting of the Nevada County Board of Supervisors and convened as the Nevada County Sanitation District No. 1 Board of Directors. All Directors present.

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Sanitation District Consent:

County Counsel: Katharine L. Elliott

35. [SR 24-1632](#) Resolution adopting a Records Retention Schedule and superseding a previously adopted resolution. (4/5 Affirmative vote required)

Adopted.

Enactment No: SD24-012

Chief of Staff: Jeffrey Thorsby

36. [SR 24-1546](#) Acceptance of Nevada County Sanitation District No. 1 minutes for February 27, March 26, April 9, April 23, May 28, June 18, June 25, July 9, and September 24, 2024.

Approved.

Approval of the Consent Agenda.

Adopted.

ACTION TAKEN: Chair Bullock introduced the Sanitation District consent agenda. No public comment was received.

MOTION: Motion made by Director Scofield and seconded by Director Hoek to adopt the Nevada County Sanitation District No. 1 consent agenda. On a roll call vote, the motion passed.

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Sanitation District Public Comment:

[SR 24-1644](#) Members of the public shall be allowed to address the Sanitation District Board of Directors on items not appearing on the agenda that are of interest to the public and are within the subject matter jurisdiction of the Directors.

ACTION TAKEN: Chair Bullock opened the opportunity for members of the public to provide general public comment directed at the Sanitation District Board of Directors. No public comment was received.

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Sanitation District Adjournment:

ACTION TAKEN: Chair Bullock adjourned the meeting of the Nevada County Sanitation District No. 1 Board of Directors and reconvened as the Nevada County Board of Supervisors. All Supervisors present.

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DEPARTMENT HEAD MATTERS:*Chief of Staff: Jeffrey Thorsby**

37. [SR 24-1606](#) Certificate of Recognition for Mike Dent for 30 years of service to Nevada County including serving as the County's Director of Housing and Child Support Services for the last 6 years.
Recognized.

ACTION TAKEN: Staff introduced the item and recognized Mike Dent for 30 years of dedicated service in Nevada County including as Director of Housing and Child Support Services for the last 6 years. Board comments were provided. Public comment was received.

38. [SR 24-1605](#) Certificate of Recognition for Steve Monaghan for his 25 years of service to Nevada County as Director for Nevada County's Information and General Services Agency.
Recognized.

ACTION TAKEN: Staff introduced the item and recognized Steve Monaghan for 25 years of dedicated service in Nevada County including as Director for Nevada County Information and General Services Agency. Board comments were provided. Public comment was received.

39. [SR 24-1607](#) Certificate of Recognition for Supervisor Ed Scofield for more than 36 years of public service including four terms as Nevada County's District II Supervisor from 2008 to 2024.
Recognized.

ACTION TAKEN: Staff introduced the item and recognized Supervisor Ed Scofield for decades of dedicated service in Nevada County including four terms as Nevada County's District II Supervisor. Board comments were provided. Public comment was received.

***INDIVIDUAL BOARD MEMBER ITEM:**

District 2 Supervisor: Ed Scofield

40. [SR 25-0003](#) Recognition of District 2 Supervisor Ed Scofield's board and commission appointees Richard Stahlman (Airport Commission), Craig Ferrari (Fish & Wildlife Commission), and Laura Duncan (Planning Commission).
Recognized.

ACTION TAKEN: Staff introduced the item and recognized Supervisor Scofield's board and commission appointees. Board comments were provided. Public comment was received.

PUBLIC COMMENT:

- [SR 24-1615](#) Members of the public shall be allowed to address the Board of Supervisors on items not appearing on the agenda that are of interest to the public and are within the subject matter jurisdiction of the Board.

ACTION TAKEN: Chair Bullock provided the opportunity for the public to provide general public comment directed to the Board of Supervisors. Public comment was received.

***DEPARTMENT HEAD MATTERS:**

Chief of Staff: Jeffrey Thorsby

41. [SR 24-1610](#) Resolution proclaiming December 14, 2024, as “Nevada County Toy Run” Day.
Adopted.
Enactment No: RES 24-645

ACTION TAKEN: Staff and representatives of the Toy Run provided a presentation on the "Nevada County Toy Run" day. Board questions and appreciation were expressed. No public comment was received.

MOTION: Motion made by Supervisor Swarthout and seconded by Supervisor Hoek to adopt the Resolution 24-645. On a roll call vote, the motion passed.

Office of Emergency Services Director: Craig Griesbach

42. [SR 24-1467](#) Resolution adopting the 2024 Nevada County Hazard Mitigation Plan - Volume I.
Adopted.
Enactment No: RES 24-646

ACTION TAKEN: Staff introduced the item and provided a presentation on the 2024 Nevada County Hazard Mitigation Plan - Volume 1. Board questions, comments, and feedback ensued. No public comment was received.

MOTION: Motion made by Supervisor Scofield and seconded by Supervisor Hall to adopt the Resolution 24-646. On a roll call vote, the motion passed.

***ANNOUNCEMENTS:**

ACTION TAKEN: Updates were provided by members of the Board.

***CLOSED SESSION:**

43. [SR 24-1567](#) Pursuant to Government Code section 54956.9(d)(4), County Counsel is requesting a closed session to determine whether litigation should be initiated by the County in one matter.
Closed Session held.

ACTION TAKEN: Katharine Elliott, County Counsel, read the Board into closed session. No public comment was received.

Recess for lunch:

AFTERNOON SESSION 1:30 PM

ACTION TAKEN: Chair Bullock reconvened the meeting at 1:32 p.m. Trevor Koski, Assistant County Counsel, read the Board out of closed session and reported that advice and direction was given to County Counsel.

SCHEDULED ITEM: 1:30 PM**Building Director: George Schureck**

44. [SR 24-1637](#) Public Hearing to consider the adoption of an Ordinance to add Chapter 17 to Title 14 of the Nevada County Code regarding regulations for Limited-Density, Owner-Built, Rural Dwellings for an initial three-year pilot program.

(Introduce/Waive further reading/Adopt) Ordinance adding Chapter 17 to Title 14 of the Nevada County Code adopting regulations for Limited-Density Owner-Built Rural Dwellings.

First reading held.

ACTION TAKEN: Staff introduced provided a presentation on the Ordinance regarding Limited-Density Owner-Built Rural Dwellings for an initial three-year pilot program. Board comments ensued. The Board provided direction to amend the Ordinance to remove section 3 to eliminate the sunset and to remove the rental prohibition, allowing for immediate renting. Public comment was received.

Board Order BO-24-04 was initiated to direct staff to report back to the Board annually on the Limited Density Owner-Built Rural Dwelling program.

ADJOURNMENT:

ACTION TAKEN: Supervisor Scofield adjourned the meeting at 2:49 p.m.

Signature and Attestation

Heidi Hall, Chair of the Board of Supervisors

ATTEST:

By:

Claire Swanson, Deputy Clerk to the Board