



Trisha Tillotson  
Community Development Agency Director

David Garcia  
Director of Public Works

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## NEVADA COUNTY SANITATION DISTRICT NO. 1

### BOARD OF DIRECTORS

#### Board Agenda Memo

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**MEETING DATE:** July 28, 2026

**TO:** Board of Directors

**FROM:** David Garcia, Director of Public Works

**SUBJECT:** Resolution awarding a contract for a Wastewater Rate Study for all Sanitation District Zones to HF&H Consultants, LLC for a total amount not to exceed \$103,129 and amending the Nevada County Sanitation District No. 1 budget for Fiscal Year 2026/27 and authorizing the Purchasing Agent to execute the contract (4/5 Affirmative Vote Required) - Districts I, II, III, IV

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**RECOMMENDATION:** Approve the attached Resolution.

**FUNDING:** A budget amendment is required, and Nevada County Sanitation District No. 1 has sufficient fund balance.

**BACKGROUND:** The Nevada County Sanitation District No. 1 (“District”) provides wastewater collection and treatment services to ten (10) zones in Western Nevada County. It is necessary to perform a wastewater rate study for all zones in the District. The study is necessary to evaluate rates and ensure they are proportional to the operational cost of providing service and the rate structures follow Proposition 218 requirements. These include evaluations of costs related to operations and maintenance, inflation, infrastructure replacement, and compliance with state environmental mandates.

The District solicited requests for proposals from qualified firms to conduct a Wastewater Rate Study for all zones on April 20, 2026. The District selected HF&H Consultants, LLC as the most qualified candidate to complete the rate study. HF&H Consultants will conduct a study to develop fair and equitable rates that are based on a cost-service analysis for each zone and assist the District through the Prop 218 process.

The District recommends approving an agreement with HF&H Consultants, LLC to complete the rate study in an amount not to exceed \$103,129 for the period of August 1, 2026 through June 30, 2027.

**Attachments:**

1. Resolution to award Contract to HF&H Consultants, LLC.
2. Contract- HF&H Consultants, LLC

**Item Initiated by:** Stacy Manning, Senior Community Development Technician

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