



Trisha Tillotson
Community Development Agency Director

David Garcia
Director of Public Works

NEVADA COUNTY BOARD OF SUPERVISORS

Board Agenda Memo

MEETING DATE: June 24, 2025

TO: Board of Supervisors

FROM: David Garcia, Director of Public Works

SUBJECT: Resolution approving a contract renewal with Nelson Engineering for Professional Surveying Services for County Surveyor functions for Fiscal Year 2025/26 for an amount not-to-exceed \$145,000 and appointment of Kevin Nelson as County Surveyor for the County of Nevada and Stephan Williams as alternate County Surveyor and Authorizing the Chair of the Board of Supervisors to Execute the Contract – All Districts

RECOMMENDATION: Approve the attached Resolution

FUNDING: Contract Renewal with Nelson Engineering for Professional Surveying Services (attached) will begin on July 1, 2025, contingent upon the adoption of the FY 25/26 County Budget. The contract funds are budgeted in the FY 2025/26 Surveyor Budget and there is no additional impact to the General fund.

BACKGROUND: On June 13, 2023, the Nevada County Board of Supervisors adopted Resolution 23-260, approving a contract with Nelson Engineering for professional surveying services and appointing Kevin Nelson as the County Surveyor for Fiscal Year 2023/24. The contract was approved for the term of July 1, 2023, through June 30, 2024, and was eligible for up to four (4) additional one-year renewals. The contract was amended per Reso # 24-124 to increase the amount to \$145,000.

On June 11, 2024, the Nevada County Board of Supervisors adopted Resolution 24-283 to extend the contract for one year from July 1, 2024, through June 30, 2025.

The proposed resolution would be the second renewal of the contract for one fiscal year effective July 1, 2025, through June 30, 2026. All other provisions of the contract would remain the same, excluding the hourly rates. New hourly rates are attached as Exhibit "B".

Government Code section 27550 provides that the County Surveyor shall be a person authorized to practice land surveying in the State of California, and that by ordinance the County Surveyor may be appointed by and serve at the will of the Board of Supervisors. Section A-II 42.6.4 of the Nevada County Administrative Code provides that the Nevada County Surveyor shall be appointed by the Board of Supervisors and shall serve at the will and pleasure of the Board of Supervisors. As part of the proposed contract with Nelson Engineering, staff proposes that Kevin Nelson serve as the County Surveyor beginning July 1, 2024.

Additionally, Psomas Engineering has a separate Contract for surveying services with the County. In the absence of the County Surveyor, staff proposes Mr. Stephan Williams from Psomas to act as the County Surveyor on behalf of Kevin Nelson.

Attachments:

1. Resolution approving a contract renewal with Nelson Engineering for Professional Surveying Services for County Surveyor Functions for Fiscal year 2025/26, for an amount not-to-exceed \$145,000 and Appointment of Kevin Nelson as County Surveyor for the County of Nevada and Mr. Stephan Williams as alternate County Surveyor for approval of Kevin Nelson as County Surveyor
2. Contract amendment No 3. to Professional Services via resolution 23-260
3. Exhibit B – Nelson Engineering Fee schedule

Item Initiated by: Patrick Perkins Principal Civil Engineer
Approved by: David Garcia, Director of Public Works