



Trisha Tillotson  
Community Development Agency Director

David Garcia  
Director of Public Works

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## NEVADA COUNTY BOARD OF SUPERVISORS

### Board Agenda Memo

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**MEETING DATE:** June 2, 2026

**TO:** Board of Supervisors

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

**SUBJECT:** Resolution approving Amendment No. 4 to the Professional Services contract No. BFS23260 with Nelson Engineering for Professional Surveying Services for County Surveyor functions for Fiscal Year 2026/27 for an amount not-to-exceed \$145,000 and the appointment of Kevin Nelson as the County Surveyor for the County of Nevada and Stephan Williams as the alternate County Surveyor and authorizing the Chair of the Board of Supervisors to execute the Contract (All Districts)

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**RECOMMENDATION:** Approve the attached Resolution

**FUNDING:** Contract Renewal with Nelson Engineering for Professional Surveying Services (attached) will begin on July 1, 2026, contingent upon the adoption of the FY 2026/27 County Budget. Nevada County Surveying Services are supported through user fees and 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. On March 26, 2024, the contract was amended per Resolution 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.

On June 24, 2025, the Nevada County Board of Supervisors adopted Resolution 25-291 to extend the contract for one year from July 1, 2025, through June 30, 2026.

The proposed resolution would be the third renewal of the contract for one fiscal year effective July 1, 2026, through June 30, 2027. All other provisions of the contract would remain the same, excluding the hourly rates. New hourly rates are attached as Exhibit "B". It is proposed that the adopted budget for this contract will be \$127,417 with the ability to encumber an additional \$17,583 after an approved budget amendment, for a not to exceed total contract of \$145,000.

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 Amendment No. 4 to the Professional Services Contract with Nelson Engineering for Professional Surveying Services for County Surveyor Functions for Fiscal Year 2026/27
2. Contract Amendment No. 4 to Professional Services via resolution 23-260
3. Exhibit A – Nelson Engineering Fee Schedule

**Item Initiated by:** Patrick Perkins Principal Civil Engineer

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