

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

Tine Mathiasen, Chief Deputy 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, July 22, 2025	9:00 AM	Board Chamber, First Floor Eric Rood Administrative Center 950 Maidu Avenue Nevada City, California

REGULAR MEETING: 9:00 AM

Roll Call. The following Supervisors present:

Heidi Hall, 1st District

Robb Tucker, 2nd District

Lisa Swarthout, 3rd District

Susan Hoek, 4th District

Hardy Bullock, 5th District

STANDING ORDERS:

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

The Pledge of Allegiance was held.

Corrections or additions to the agenda.

ACTION TAKEN: Chair Hall asked if there were any corrections or deletions to the agenda. Julie Patterson Hunter, Chief Deputy Clerk of the Board of Supervisors-Temporary, responded that at the request of the Board, Agenda Item No. 27 (SR 25-1940) was pulled from the agenda and would not be heard today.

Chair Hall read the title of the item into the record (SR 25-1940) and reported that the Board had received many comments regarding the item. Chair Hall reiterated that the item would not be heard today and further explained that there were no plans to bring it back before the Board.

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

1. [SR 25-1802](#) Resolution approving execution of an Agreement to authorize Nevada County to contract with Telecare Corporation, Inc. to provide Coordinated Specialty Care for Early Psychosis treatment for the term of July 1, 2025 through June 30, 2026, in the maximum amount of \$275,000, and authorizing the Chair of the Board of Supervisors to execute the contract.

Adopted.

Enactment No: RES 25-373

Housing and Community Services Acting Director: Tyler Barrington

2. [SR 25-1755](#) Resolution approving the attached Declaration of Restrictions, Performance Deed of Trust, and Disclaimer of Interest for the County Ranch House property located at 16782 State Highway 49, unincorporated Nevada County also known as Assessor's Parcel Number (APN: 004-140-067) and authorizing the Director of Information and General Services or their designee to sign the documents as required by the State Department of Social Services.

Enactment No: 25-374

3. [SR 25-1838](#) Resolution approving and accepting an allocation of funding and the execution of a grant agreement and any amendments thereto from the CDBG-DR program and authorizing and directing the Auditor-Controller to amend the Housing & Community Services Department's Budget for Fiscal Year 2025/26. (4/5 Affirmative Vote Required).

Enactment No: RES 25-375

Sheriff-Coroner/Public Administrator: Shannan Moon

4. [SR 25-1954](#) Resolution authorizing execution of a professional services contract with Lehr Auto Electric and Emergency Equipment to provide vehicle equipment installation services for the contract term of July 1, 2025 to June 30, 2026, in an amount not to exceed \$168,000, and authorizing the Chair of the Board of Supervisors to execute the contract.

Enactment No: RES 25-376

Acting Clerk-Recorder/Registrar of Voters: Corey O'Hayre

5. [SR 25-1942](#) Resolution authorizing the Nevada County Clerk-Recorder/Registrar of Voters to render services for the Truckee Library Joint Powers Authority for a special election to be held on November 4, 2025.

Enactment No: RES 25-377

Community Development Agency Director: Trisha Tillotson

6. [SR 25-1706](#) Resolution approving a contract between the County of Nevada and Truckee Trails Foundation to implement the Enhance Public Access along the Truckee River Project for the contract term ending September 20, 2026, in the maximum contract amount of \$106,037, and authorizing the Purchasing Agent to execute contract and encumber the funds.
Enactment No: RES 25-378
7. [SR 25-1930](#) Resolution approving Amendment No. 2 to the Grant Award Agreement with South Yuba River Citizens League, extending the term by an additional 11 months to November 30, 2026, for their existing “Outdoor Visitor Safety Grant” in the amount of \$59,000 funded by the General Fund Economic Infrastructure Assignment dollars, and authorizing the Chair of the Board of Supervisors to execute the grant amendment.
Enactment No: RES 25-379

Public Works Director: David Garcia

8. [SR 25-1924](#) Resolution accepting the Amendment Modification Summary (E-76) authorizing additional funding for the construction phase of the Hirschdale Road at UPRR Overcrossing Rehabilitation Project in the amount of \$127,000, Federal Aid Project #BRLO-5917(097) - District V
Enactment No: RES 25-380
9. [SR 25-1926](#) Resolution accepting the Amendment Modification Summary (E-76) authorizing additional funding for the construction phase of the Hirschdale Road at Truckee River Bridge Replacement Project in the amount of \$273,000, Federal Aid Project #BRLO-5917(092) - District V
Enactment No: RES 25-381
10. [SR 25-1938](#) Resolution approving Amendment No. 6 to the contract between the County of Nevada and Kimley-Horn and Associates, Inc., for Professional Engineering Services for the Rough & Ready Highway at Ridge Rd Roundabout Project, increasing the contract amount by \$64,629.76 for a new not to exceed amount of \$675,755.94, updating the scope of work, and authorizing the Chair of the Board of Supervisors to execute the contract. - District III
Enactment No: RES 25-382

Cannabis and Code Compliance Director: Matt Kelley

11. [SR 25-1866](#) Resolution approving a Professional Services Contract between the County of Nevada and Sierra Business Council (SBC) for grants management services in the amount of \$466,200.00 to administer and distribute grant funds for the California Governor's Office of Business and Economic Development (GOBIZ), Local Jurisdiction Assistance Grant and authorizing the Chair of the Board to execute the agreement. (4/5 Affirmative Vote Required).
Enactment No: RES 25-383

Information and General Services Agency Director: Craig Griesbach

12. [SR 25-1945](#) Resolution declaring certain County Property as Surplus, and Authorizing the Purchasing Agent to Sell or otherwise dispose of those certain items of Surplus Property listed on Exhibit A as "Assets to be Sold or Recycled." (Purchasing)
Enactment No: RES 25-384

Office of Emergency Services Director: Alex Keeble-Toll

13. [SR 25-1948](#) Resolution authorizing the Nevada County Office of Emergency Services to submit two grant applications to the CAL FIRE Fiscal Year 2025/26 Wildfire Prevention Grant Program for a total amount not to exceed \$1,900,000 and authorizing the Director of Emergency Services to execute all additional documents required to fulfill the requirements of the grant on behalf of the County of Nevada.
Enactment No: RES 25-385
14. [SR 25-1950](#) Resolution authorizing the Nevada County Office of Emergency Services to submit grant applications to the Sierra Nevada Conservancy (SNC) Wildfire and Forest Resilience Directed Grant Program for a total amount not to exceed \$3,000,000 and authorizing the Director of Emergency Services to execute all additional documents required to fulfill the requirements of the grants on behalf of the County of Nevada.
Enactment No: RES 25-386
15. [SR 25-1951](#) (Waive further reading/Adopt) An uncoded ordinance adopting the 2025 Local Responsibility Area Fire Hazard Severity Zones in unincorporated Nevada County, as identified by the Office of the State Fire Marshal.
Adopted.
Enactment No: ORD-2547

Facilities Management Director: Justin Drinkwater

16. [SR 25-1859](#) Resolution approving a Qualified List of Flooring Contractors to work on specific Facility Management projects, awarding Master Service Agreements to the firms for the period of July 22, 2025, through June 30, 2026, approving the option to renew the Agreements for up to four (4) additional 1-year periods and authorizing the Purchasing Agent to encumber task orders up to \$50,000 per project, with a total aggregate amount of \$200,000 annually.
Enactment No: RES 25-387

ACTION TAKEN: Chair Hall introduced the consent calendar. Chair Hall provided an opportunity for public comment on the consent calendar items. No public comments were received and Chair Hall closed for public comment for items on consent.

MOTION: Motion made by Supervisor Swarthout, seconded by Supervisor Hoek to adopt all items on the consent calendar. On a roll call vote, the motion passed unanimously.

PUBLIC COMMENT:

- [SR 25-1959](#) 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. (Please refer to page 9 for information on the various options available for members of the public to provide comment in both western and eastern county.)

ACTION TAKEN: Chair Hall opened the opportunity for general public comment directed to the Board of Supervisors, and members of the public provided comments.

DEPARTMENT HEAD MATTERS:*County Executive Officer: Alison Lehman**

17. [SR 25-1941](#) Board of Supervisors' response to the 2024-2025 Nevada County Grand Jury Report, entitled A Long and Winding Road for the Homeless of Nevada County.
Accepted.

ACTION TAKEN: Ryan Gruver, Health and Human Services Agency Director reviewed the County's responses to the Grand Jury Report entitled "A Long and Winding Road for the Homeless of Nevada County" and provided a presentation.

Board questioning and discussion ensued. Supervisor Bullock raised concerns regarding the impacts caused by the homeless population living in Eastern County and the lack of resources that is available to them. He reported on the efforts initiated by the Truckee Tahoe Homeless Advisory Committee (TTHAC) and their work with jurisdictional partners on the issue of homelessness and suggested Eastern County be included in the County's plan to address homelessness.

Chair Hall opened public comment. Comments were received and Director Gruver responded to the concerns raised by the public. Chair Hall closed public comment.

Board discussion continued regarding the need to document Eastern County in the plan. Director Gruver provided clarification that the 2018 Ten-Year Plan to address homelessness, was a component of the "No Place Like Home" funding source and therefore not a strategic plan. CEO Lehman suggested the Board accept the responses and then open a Board Order directing staff to return at a future date with an updated plan incorporating components from the TTHAC Plan.

MOTION: Motion made by Supervisor Bullock, seconded by Supervisor Hoek, to accept the report. On a roll call vote, the motion passed unanimously.

The Board opened Board Order No. 25-3, directing staff to incorporate Eastern County into the most recent plan to include components from the TTHAC plan.

Child Support Services Director: Paul Johnson

18. [SR 25-1909](#) Resolution Proclaiming August 2025 as "Child Support Awareness Month" in Nevada County, California.

Adopted.

Enactment No: RES 25-388

ACTION TAKEN: Paul Johnson, Child Support Services Director, provided a presentation regarding Sierra Nevada Regional Department of Child Support Services' activities throughout Nevada and Sierra Counties. He requested the Board proclaim August 2025 as "Child Support Awareness Month" in Nevada County.

Chair Hall opened public comment, and no comments were received. Chair Hall closed public comment.

MOTION: Motion made by Supervisor Hoek, seconded by Supervisor Swarthout, to adopt Resolution 25-388. On a roll call vote, the motion passed unanimously.

Social Services Director: Rachel Peña

19. [SR 25-1894](#) Resolution proclaiming June 2025 as "Elder Abuse Awareness Month" in Nevada County.

Adopted.

Enactment No: RES 25-389

ACTION TAKEN: Kelly Carpenter, Adult Protective Services (APS) Program Manager, provided a presentation regarding the efforts made on behalf of the elderly population in Nevada County. Elder abuse is any intentional or negligent act by a caregiver or trusted person that causes or creates a serious risk of harm to an older adult. To report elder abuse call 911 if someone you know is in immediate danger; if the danger is not imminent, report the abuse to APS; if the abuse is happening in a nursing home, assisted living, or board and care facility, report it to the State's licensing agency.

Chair Hall opened public comment and no comments were received. Chair Hall closed public comment.

MOTION: Made by Supervisor Swarthout, seconded by Supervisor Hoek, to adopt Resolution 25-389. On a roll call vote, the motion passed unanimously.

SCHEDULED ITEM: 10:00 AM

Community Development Agency Director: Trisha Tilotson

20. [SR 25-1906](#) Resolution to amend the Consolidated User Fee Schedule for County Departments to clarify building fee for Owner Built Limited Density Rural Dwellings.

Adopted.

Enactment No: RES 25-390

ACTION TAKEN: Trisha Tillotson, Community Development Agency Director (CDA) and George Schureck, Director of Building, reviewed the staff report and provided a presentation regarding the proposed amendments to CDA's Consolidated User Fee Schedule. The revision provides for a subsidy in the amount of \$1,000 per Limited Density Owner-Built Rural Dwelling building permit. The estimated cost to the General Fund is between \$5,000 to \$10,000 based on the County's anticipated 5-10 permits in Fiscal Year 2025/26.

Staff responded to Board questioning. Chair Hall opened public comment and comments were received. Chair Hall Closed public comment. Staff responded to concerns raised by the public and Board discussion continued.

MOTION: Motion made by Supervisor Bullock, seconded by Supervisor Swarthout, to adopt the Resolution 25-390. On a roll call vote, the motion passed unanimously.

SCHEDULED ITEM: 10:30 AM

Planning Director: Brian Foss

21. [SR 25-1935](#) Continued Public Hearing pursuant to a motion passed by the Board of Supervisors at the June 24, 2025 Board of Supervisors Public Hearing for the Gabelman Rezone Project.
- 21a. [SR 25-1963](#) Adopt the attached Resolution, adopting the proposed Mitigated Negative Declaration and Mitigation Monitoring and Reporting Plan pursuant to Sections 15074 and 15097 of the California Environmental Quality Act Guidelines, making the findings contained within the Resolution.
Adopted.
Enactment No: RES 25-391
- 21b. [SR 25-1960](#) Adopt the attached Resolution, approving amending the General Plan Land Use Map Designation from Rural with a minimum parcel size of 20.00 acres (RUR-20) to Rural with a minimum parcel size of 10.00 acres (RUR-10) (GPA24-0002) of APN 060-150-063, based on the findings contained with the draft Resolution.
Adopted.
Enactment No: RES 25-392

- 21c.** [SR 25-1961](#) (Introduce/Waive further reading/Adopt) An Ordinance amending Zoning District Map No. 37 to rezone Assessor's Parcel Number 060-150-063 from General Agriculture with a minimum parcel size of 20.00 acres (AG-20) to General Agriculture with a minimum parcel size of 10.00 acres (AG-10) (RZN24-0002), based on the findings contained with the draft Ordinance.

Adopted.

Enactment No: ORD-2548

- 21d.** [SR 25-1962](#) Adopt the attached Resolution, approving the proposed Tentative Parcel Map (TPM24-0003), Watercourse Management Plan (MGT24-0019), Oak Resources Management Plan (MGT24-0020), and Petition for Exceptions to Fire Safe Driveway Standards (PFX24-0009) based on the findings contained with the draft Resolution.

Adopted.

Enactment No: RES 25-393

ACTION TAKEN: Chair Hall opened the continued public hearing for the Gabelman Rezone Project at Assessor's Parcel No. 060-150-063.

Brian Foss, Planning Director, and Zachary Ruybal, Associate Planner, provided a brief overview of the proposed project continued from the June 24, 2025 Board meeting where the full project was presented. At that meeting, the Board held the public hearing and directed staff to return with Resolutions and an Ordinance supporting the proposed Gabelman project. Staff requested the Board approve and adopt the four actions as outlined in the agenda and staff report.

Chair Hall opened public comment and comments were received. Chair Hall closed public comment.

MOTION: Motion made by Supervisor Hoek, seconded by Supervisor Swarthout, adopting Resolution 25-391. On a roll call vote, the motion passed unanimously.

MOTION: Motion made by Supervisor Hoek, seconded by Supervisor Swarthout, to adopt Resolution 25-392. On a roll call vote, the motion passed unanimously.

MOTION: Motion made by Supervisor Hoek and seconded by Supervisor Swarthout, to adopt Ordinance 2548. On a roll call vote, the motion passed unanimously.

MOTION: Motion made by Supervisor Bullock, seconded by Supervisor Tucker, to adopt Resolution 25-393. On a roll call vote, the motion passed unanimously.

SCHEDULED ITEM: 11:00 AM

Planning Director: Brian Foss

22. [SR 25-1932](#) (Introduce/Waive further reading) An Ordinance amending Sections 13.02.120.C, 13.02.130.C and 13.02.140.C of Chapter 2 of Title 13 of the Nevada County Code: Subdivisions, increasing the initial approval period for Tentative Maps from 36 months to 48 months as allowed by the State Subdivision Map Act (Government Code Section 66452.6).

First reading held.

ACTION TAKEN: Following a short break, Chair Hall called the meeting to order and Tyler Barrington, Interim Director of Housing and Community Services, reviewed the staff report and provided a presentation regarding the Ordinance amending Chapter 2 of Title 13 of the Nevada County Code: Subdivisions, increasing the initial approval period for Tentative Maps from 36 to 48 months as allowed by the California State Subdivision Map Act. Board discussion and questioning ensued.

Chair Hall opened public comment and comments were received. Chair Hall closed public comment.

MOTION: Motion made by Supervisor Tucker and seconded by Supervisor Swarthout to introduce and waive further reading of the Ordinance. On a roll call vote, the motion passed unanimously.

DEPARTMENT HEAD MATTERS:*Cannabis and Code Compliance Director: Matt Kelley**

23. [SR 25-1750](#) Resolution approving the addition of delinquent Community Development Agency assessments onto the 2025-2026 secured property tax roll, continued from the June 24, 2025, Board of Supervisors Meeting.

Adopted.

Enactment No: RES 25-394

ACTION TAKEN: Trisha Tillotson, Community Development Agency Director, and Matt Kelley, Cannabis and Code Compliance Director, reported that the item was continued from the June 24, 2025 meeting to answer questions raised during the June meeting. They provided clarity regarding the County's legal authority for cost recovery of assessment; the code violation case process and timeline; due process and appeal rights; benefits of the assessment process; and the property tax billing and collection cycle. If approved, the delinquent assessments will be submitted to the Auditor-Controller in time to meet the statutory deadline of August 10, 2025.

Staff responded to Board questioning. Chair Hall opened public comment, and comments were received. Chair Hall closed public comment and staff respond to specific concerns raised by the public. Legal authority to charge administration fees for Code violation can be found in Nevada County Code section XII.05.220.2, and is derived from the State legislature's adopted statutes that provides the County authority to pass the Ordinance that defines what abatement is, what the administrative costs are, and the process for collecting those costs.

Supervisor Tucker spoke in support of County staff, but shared his belief in lower taxes, and less government regulation and interference. The Supervisor had concerns about adding administrative costs to a property owner's tax bills noting that the majority of the 33 delinquent assessments were well under \$1,000. Supervisor Bullock commented that although the amounts may be minimal, he agreed with Chair Hall's earlier statement that there are only two ways for the administrative costs to get paid: either by the property owners that consumed County resources, or by the remaining taxpayers of the County. He disagreed with shifting the burden from property owners with Code issues to property owners that follow County rules and regulations. Board discussion continued.

MOTION: Motion made by Supervisor Bullock and seconded by Supervisor Swarthout to adopt Resolution 25-394. On a roll call vote, the motion passed as follows: Ayes: Supervisors Hall, Swarthout, Hoek, and Bullock. No: Supervisor Tucker.

***CLOSED SESSION:**

[SR 25-1934](#) Pursuant to Government Code § 54956.9(d)(2), County Counsel is requesting a closed session with the Board of Supervisors to discuss one matter in which there is a significant threat of litigation against the County.

Katherine Elliott, County Counsel, read the title of the closed session into the record and the Board members entered into closed session.

Chair Hall provided an opportunity for public comment, and no comments were received. Chair Hall closed public comment and reported that the Board would return to the Chamber following the lunch break at 1:30 p.m. The Board entered into closed session.

AFTERNOON SESSION 1:30 PM

Chair Hall called the meeting back into order at 1:30 p.m. Counsel Elliott reported that with regards to the closed session, direction was given to staff.

DEPARTMENT HEAD MATTERS:*Human Resources Interim Director: Susan Kadera**

24. [SR 25-1937](#) Employee Recognition Awards Program pursuant to Resolution 18-017 Formalizing the Presentation of Nevada County Employee Recognition Awards. The categories are: Above and Beyond Employee of the Year, Innovative Employee of the Year, HPO in Action Employee or Team of the Year, Volunteer or Intern of the Year, Rookie of the Year, Collaborative Employee or Team of the Year, Supervisor of the Year and Employee or Team of the Year.

ACTION TAKEN: Susan Kadera, Interim Human Resources Director, introduced the Employee Recognition Awards Program, and the Supervisors took turns introducing each award category and recognized the following individuals:

Above & Beyond Employee of the Year - Lauriana Cecchi, Clerk of the Board Office

Innovative Employee of the Year – Thomas Maioli, Cannabis Policy & Compliance

High Performance Organization (HPO) in Action Employee or Team of the Year (tie) – Eligibility & Employment Team and Public Infrastructure Excellence Team

Above & Beyond Employee of the Year - Lauriana Cecchi, Clerk of the Board Office
Innovative Employee of the Year – Thomas Maioli, Cannabis Policy & Compliance
High Performance Organization (HPO) in Action Employee or Team of the Year (tie) – Eligibility & Employment Team and Public Infrastructure Excellence Team
Volunteer or Intern of the Year - Graham Gardemeyer, Public Health
Rookie of the Year – Lorie Hennessey, Information & General Services
Collaborative Employee or Team of the Year – Biomass Project:
Information & General Services, Office of Emergency Services, Public Works, Roads Maintenance, Environmental Health, Solid Waste
Supervisor of the Year – Aubree Burkholder, Library
Employee of the Year - Cindy Morgan, Children’s Behavioral Health

Chair Hall provided an opportunity for public comment and no comments were received. Chair Hall thanked the Employees and invited staff to a reception located in the Empire Room to celebrate.

Chief Deputy Clerk of the Board: Tine Mathiasen

25. [SR 25-1927](#) Protecting Animals While Supporting Sobriety (PAWSS) presentation.
Accepted.

ACTION Carissa Cyr, Senior Management Analyst, introduced Daniel Foss, Nevada City Police Chief, and Liz Newman, President, Protecting Animals While Supporting Sobriety (PAWSS), reported on the PAWSS Program that provides for the temporary foster care of pets while their owners seek treatment from drug and alcohol abuse. According to the Journal of Substance Abuse Treatment, completion rates for drug and alcohol treatment programs increase by 38% when clients know that their pets are safe and taken care of and the individuals seeking treatment experience a higher rate of sustained recovery. Members of the public that are interested in becoming foster families can visit their website at PAWSSNC.org for more information.

Board discussion and questioning ensued.

Chair Hall provided an opportunity for public comment and no comments were received.

MOTION: Motion made by Supervisor Swarthout and seconded by Supervisor Hoek to accept the report. On a roll call vote the motion passed unanimously.

Chief Probation Officer: Jeff Goldman

26. [SR 25-1929](#) Resolution proclaiming the week of July 20-26, 2025, as Probation Services week.

Adopted.

Enactment No: RES 25-395

ACTION TAKEN: Jeff Goldman, Nevada County Chief Probation Officer, Melissa Blais, Deputy Probation Officer, and Kayla Meyer, Probation Assistant, provided an overview of the work of the Probation Office. Keith Curtis, a previous client of the Probation Department, shared his story of treatment and success and thanked Probation staff for the support he received throughout the process.

Board questioning and discussion ensued.

Chair Hall provided an opportunity for public comment, and no comments were received. Chair Hall closed public comment.

MOTION: Motion made by Supervisor Bullock and seconded by Supervisor Swarthout, to adopt Resolution 25-395. On a roll call vote the motion passed unanimously.

Chief Deputy Clerk of the Board: Tine Mathiasen

27. [SR 25-1940](#) (Introduce/Waive further reading) An Ordinance to repeal and replace Chapter 2 of Title 2 of the Nevada County Code to align elections for the offices of the Assessor, Auditor-Controller, Clerk-Recorder and Elections Official, and the Treasurer-Tax Collector with the Presidential primary and as authorized by California Elections Code Section 1300(b)(2) and codify that the elections for the Sheriff-Coroner-Public Administrator and District Attorney are mandated to be held with the presidential primary (Elections Codes section 1300(a)(1)).

(This item was pulled from the agenda)

***ANNOUNCEMENTS:**

ACTION TAKEN: Announcements were not held.

ADJOURNMENT:

ACTION TAKEN: Chair Hall adjourned the meeting at 2:54 p.m.