

# COUNTY OF NEVADA

## STATE OF CALIFORNIA

Vice Chair Heidi Hall, District I  
Supervisor Ed Scofield, District II  
Supervisor Lisa Swarthout, District III  
Supervisor Susan Hoek, District IV  
Chair Hardy Bullock, District V

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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

<u>Date</u>	<u>Time</u>	<u>Location</u>
Tuesday, January 9, 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 Scofield called the meeting to order at 9:00 a.m.

The Pledge of Allegiance was held.

Corrections and/or deletions to agenda.

ACTION TAKEN: Tine Mathiasen, Chief Deputy Clerk of the Board, noted that agenda item #39 (SR 24-0014) had been removed from consideration.

Moment of Silence in memory of the twenty-third anniversary of the January 10, 2001, tragic incident at the Behavioral Health Department, HEW Building and Lyons Restaurant. In memory of Laura Wilcox, Michael Markle, and Pearlle Mae Feldman.

ACTION TAKEN: A moment of silence was observed.

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**BOARD MEMBER ITEMS:**

1. [SR 24-0111](#) Selection of Chair and Vice Chair for 2024.  
**Appointed.**

**MOTION:** Motion made by Supervisor Hall and seconded by Supervisor Swarthout to nominate Supervisor Hardy Bullock as the Board of Supervisors Chair for 2024. On a roll call vote the motion passed unanimously.

**MOTION:** Motion made by Supervisor Hoek and seconded by Supervisor Swarthout to nominate Supervisor Heidi Hall as the Board of Supervisors Vice Chair for 2024. On a roll call vote the motion passed unanimously.

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2. [SR 24-0112](#) Recognition of Chair Ed Scofield.  
**Recognized.**

**ACTION TAKEN:** Following a short break, Chair Bullock called the meeting back into order. Chair Bullock and Board members thanked Supervisor Scofield for his leadership as Chair in 2023.

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**PUBLIC COMMENT:**

- [SR 24-0093](#) Public comment received.

**ACTION TAKEN:** Chair Bullock introduced public comment and comments were received. Chair Bullock closed public comment.

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

3. [SR 23-5007](#) Resolution approving an amendment to the contract between the County of Nevada and Aegis Treatment Centers, LLC. for the provision of a Drug Medi-Cal outpatient Narcotic Treatment Program for Behavioral Health clients (Res. 23-389), adding Narcotics Treatment Program services for adolescents and increasing the maximum amount from \$806,000 to \$826,000 for period July 1, 2023, through June 30, 2024, revising Exhibit "A" to reflect the change and Exhibit "B" to reflect the increase in the maximum contract price, and authorizing the Chair of the Board of Supervisors to execute the amendment.

**Adopted.**

Enactment No: RES 24-001

**Public Health Director: Kathy Cahill**

4. [SR 24-0016](#) Resolution approving the Renewal Agreement Funding Application for Revenue Agreement 202329 between the County of Nevada and the California Department of Public Health for Maternal, Child and Adolescent Health Program funding, in the maximum payable amount of \$ 310,947.31 for Fiscal Year 2023/24, and authorizing the Public Health Director to execute the Acknowledgement of Allocation Letter and any necessary documents in connection with these awards.

**Adopted.**

Enactment No: RES 24-002

5. [SR 24-0004](#) Resolution approving a revenue contract between the County of Nevada and the California Department of Public Health related to the California Home Visiting Program, in the maximum amount of \$882,135, for the period July 1, 2023, through June 30, 2024, accepting the associated Maternal, Infant, Early Childhood Home Visiting revenue, authorizing the Public Health Director to execute the Acknowledgement of Allocation Letter and any necessary documents in connection with these awards, and directing the Auditor-Controller to amend the Fiscal Year 2023/24 Public Health Department budget. (4/5 affirmative vote required)

**Adopted.**

Enactment No: RES 24-003

6. [SR 24-0003](#) Resolution approving revenue Contract 23-29 between the County of Nevada and the California Department of Public Health related to the California Home Visiting Program, in the maximum revenue amount of \$441,094, for the period July 1, 2023, through June 30, 2024, accepting the associated State General Fund Expansion revenue, authorizing the Public Health Director to execute the Acknowledgement of Allocation Letter and any necessary documents in connection with these awards, and directing the Auditor-Controller to amend the Fiscal Year 2023/24 Public Health Department budget. (4/5 affirmative vote required)  
**Adopted.**  
Enactment No: RES 24-004
7. [SR 24-0009](#) Resolution approving Amendment A02 to Revenue Agreement 22-10266 between the County of Nevada and the California Department of Public Health for the Women, Infants, and Children Supplemental Nutrition Program (Res. 22-398) (Res. 23-127), increasing the maximum reimbursable amount from \$2,402,799 to \$2,427,921, for the period October 1, 2022, through September 30, 2025, and authorizing the Chair of the Board of Supervisors to execute the amendment.  
**Adopted.**  
Enactment No: RES 24-005

Social Services Director: Rachel Peña

8. [SR 23-4125](#) Resolution approving a Memorandum of Understanding (MOU) between the County of Nevada and Court Appointed Special Advocates (CASA) for the provision of quality court appointed representation for the best interests and well-being of foster children served by Child Welfare Services, for the period January 1, 2024, through December 31, 2026, and authorizing the Child Welfare Services Program Manager and the Chair of the Board of Supervisors to execute the MOU.  
**Adopted.**  
Enactment No: RES 24-006

9. [SR 23-4948](#) Resolution authorizing the County of Nevada to submit an application and accept funds in the amount of \$7,371 from the California Department of Housing and Community Development for Fiscal Year 2023/2024 Transitional Housing Program Round 5 and the Housing Navigator and Maintenance Program Round 2 Program funding, and authorizing the Director of Health and Human Services Agency to act on behalf of the County in connection with the Allocation Award and any documents required to participate in the Program.  
**Adopted.**  
Enactment No: RES 24-007
10. [SR 24-0095](#) Resolution approving Amendment 1 to the contract between the County of Nevada and FREED Independent Living Center, dba FREED (Res. 23-363), increasing the maximum contract price from \$150,000 to \$201,000 and revising Exhibit “B”, Schedule of Charges and Payments to reflect the increase in the maximum contract, for the period July 1, 2023, through June 30, 2024, and authorizing the Chair of the Board of Supervisors to execute the amendment.  
**Adopted.**  
Enactment No: RES 24-008

Child Support Services and Housing Director: Mike Dent

11. [SR 24-0092](#) Resolution approving a renewal Standard Agreement 24F-3029 between the County of Nevada and the State Department of Community Services and Development for funding of 2024 Community Services Block Grant Programs, in the amount of \$298,666, for the period of January 1, 2024, through April 30, 2025, and authorizing the Health and Human Services Agency Director execute the agreement and any subsequent amendments and documentation as may be required. (Housing)  
**Adopted.**  
Enactment No: RES 24-009
12. [SR 24-0090](#) Resolution approving Amendment 2 to the subrecipient agreement between the County of Nevada and Interfaith Food Ministry (Res. 21-414) (Res. 23-008) to provide nutritional support to benefit low income individuals and families experiencing food insecurity, extending the expiration date through April 5, 2024, with no change to the maximum amount of the contract, and authorizing the Director of Housing and Community Services to execute the amendment. (Housing)  
**Adopted.**  
Enactment No: RES 24-010

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Sheriff-Coroner/Public Administrator: Shannan Moon

13. [SR 24-0013](#) Resolution approving renewal project agreement G23-03-16-L01 between the County of Nevada and the State of California, Department of Parks and Recreation, for off-highway vehicle grant funds, in the total amount of \$29,339, for the project period of November 10, 2023, through November 9, 2024, and authorizing the Sheriff to execute the agreement.  
**Adopted.**  
Enactment No: RES 24-011
14. [SR 24-0088](#) Resolution authorizing the capital asset purchase of CAMSO UTV Tracks that will allow the 2021 Polaris RZR to be operable in the snow for remote off-road patrolling and search and rescue missions, in a total amount of \$6,178, and directing the Auditor-Controller to amend the Fiscal Year 2023/24 Sheriff's Office budget. (4/5 affirmative vote required)  
**Adopted.**  
Enactment No: RES 24-012
15. [SR 24-0019](#) Resolution authorizing the capital asset purchase of high frequency radio equipment, in the amount of \$30,269 and funded by Cal OES High Frequency Communications Program Grant, and directing the Auditor-Controller to amend the Fiscal Year 2023/24 Sheriff's Office budget. (4/5 affirmative vote required)  
**Adopted.**  
Enactment No: RES 24-013
16. [SR 23-4870](#) Resolution authorizing the capital asset purchase of an ice machine for the Wayne Brown Correctional Facility kitchen, in the amount of \$15,910.16, and directing the Auditor-Controller to amend the Fiscal Year 2023/24 Sheriff's Office budget. (4/5 affirmative vote required)  
**Adopted.**  
Enactment No: RES 24-014

Clerk-Recorder/Registrar of Voters: Natalie Adona

17. [SR 24-0018](#) Resolution approving grant award agreement 23G26129 between the County of Nevada and the State of California, Secretary of State, accepting the grant award known as "HAVA Polling Place Accessibility Training Program" under section 101 of the Help America Vote Act CFDA 90.404, administered by the U.S. Elections Administration Commission, for the "Improvement of the Administration of Elections", in the amount of \$20,000, for the period of January 1, 2024, through June 30, 2025, and authorizing the County Clerk-Recorder/Registrar of Voters to execute the agreement.

**Adopted.**

Enactment No: RES 24-015

18. [SR 24-0017](#) Resolution consolidating the Twin Ridges Elementary School District Election, the City of Grass Valley and the City of Nevada City Special Elections, and the City of Nevada City General Municipal Election, with the March 5, 2024, Presidential Primary Election to be held in the County of Nevada in the State of California.

**Adopted.**

Enactment No: RES 24-016

District Attorney: Jesse Wilson

19. [SR 24-0114](#) Resolution accepting a California Department of Insurance Workers' Compensation Insurance Fraud Program Grant in the amount of \$70,860, for the period of July 1, 2023, to June 30, 2024, and authorizing the District Attorney to execute the Grant Award Agreement.

**Adopted.**

Enactment No: RES 24-017

Community Development Agency Director: Trisha Tillotson

20. [SR 24-0100](#) Resolution approving agreement AB2024-05 between the County of Nevada and the Northern Sierra Air Quality Management District, for the Nevada City-HWY 49 Crossing: Parking and Multimodal Transportation Improvements project, accepting the amount of \$88,000, for the period of January 1, 2024, through December 31, 2024, and authorizing the Community Development Agency Director to execute the agreement.

**Adopted.**

Enactment No: RES 24-018

Public Works Director: Heba El-Guindy

21. [SR 24-0084](#) Resolution authorizing the purchase of capital assets of two Americans with Disabilities Act accessible Class B - 12 passenger cutaway buses from Model 1 Commercial Vehicles for use in ADA Paratransit and Dial-A-Ride Service, via CalAct Cooperative Agreement No. 20-01, in the amount of \$267,305. (Transit)  
**Adopted.**  
Enactment No: RES 24-019
22. [SR 24-0078](#) Resolution approving Exhibit A to an agreement between the County of Nevada and the County of Placer for the provision of Nevada County Connects Route 5 Service (Res. 09-388), for Fiscal Year 2023/24, in the amount of \$93,109. (Transit)  
**Adopted.**  
Enactment No: RES 24-020
23. [SR 24-0096](#) Resolution to rescind Asset Number 26561 from Resolution 21-384 and approve transfer of Vactor Truck from Sanitation District to Fleet Roads Equipment Fund. (4/5 affirmative vote required)  
**Adopted.**  
Enactment No: RES 24-021
24. [SR 24-0097](#) Resolution approving a contract between the County of Nevada and Owens Equipment for heavy duty vehicle and equipment repair, for a not to exceed annual amount of \$80,000, for the term of January 9, 2024, through June 30, 2024, authorizing the Chair of the Board of Supervisors to execute the contract, and directing the Auditor-Controller to amend the Fiscal Year 2023/24 Fleet Services budget. (4/5 affirmative vote required)  
**Adopted.**  
Enactment No: RES 24-022
25. [SR 24-0086](#) Resolution approving the Notice of Acceptance and Completion for the 2023 Storm Debris Removal Project - County Project Number 715006 (Res. 23-456), with the contract between the County of Nevada and McKellar Tree Service and Logging, Inc. costs totaling \$345,035.89, and directing the Clerk of the Board of Supervisors to record the notice in accordance with Civil Code section 9208.  
**Adopted.**  
Enactment No: RES 24-023



26. [SR 24-0099](#) Resolution ratifying the amended by-laws of the Solid and Hazardous Waste Commission.  
**Adopted.**  
Enactment No: RES 24-024

Human Resources Director: Steven Rose

27. [SR 24-0108](#) Resolution amending Authorized Personnel Staffing Resolution 23-338, as amended by Resolution 23-529.  
**Adopted.**  
Enactment No: RES 24-025
28. [SR 24-0109](#) Resolution amending Authorized Personnel Salary Resolution 23-339, as amended by Resolution 23-530.  
**Adopted.**  
Enactment No: RES 24-026

Information and General Services Agency Director: Stephen Monaghan

29. [SR 24-0089](#) Resolution approving a contract between the County of Nevada and Professional Credit, for countywide debt collection services for various County accounts, for the period July 1, 2023, through June 30, 2026, and authorizing the Chair of the Board of Supervisors to execute the contract.  
**Adopted.**  
Enactment No: RES 24-027

Office of Emergency Services Director: Craig Griesbach

30. [SR 23-5006](#) Resolution accepting the FY 2023 Homeland Security Grant Program from the California Governor's Office of Emergency Services funded through the U.S. Department of Homeland Security, in the amount of \$171,574, for use during the period September 1, 2023, through May 31, 2026, and authorizing the Director of Emergency Services, County Executive Officer, and Assistant County Executive Officer to fulfill the requirements of the FY 2023 HSGP Program.  
**Adopted.**  
Enactment No: RES 24-028

Facilities Management Director: Justin Drinkwater

- 31. [SR 23-4868](#) Resolution approving the Notice of Acceptance and Completion of the services as needed contract between the County of Nevada and Tree Pro Tree Service Inc., for Vegetation Abatement and Tree Removal Services for Fiscal Year 2022/23 (Res. 22-583), with contract costs totaling \$155,180.63, and directing the Clerk of the Board of Supervisors to record this notice in accordance with Civil Code Section 9208.

**Adopted.**

Enactment No: RES 24-029

Chief of Staff/Clerk of the Board: Jeffrey Thorsby

- 32. [SR 24-0110](#) Review and adoption of the 2024 Board of Supervisors Calendar.

**Adopted.**

*Approval of the Consent Agenda*

**Adopted.**

ACTION TAKEN: Chair Scofield introduced the consent calendar. Public comment was provided regarding agenda item 28 (SR 24-0109).

**MOTION: Motion made by Supervisor Swarthout and seconded by Supervisor Scofield to adopt the consent agenda. On a roll call vote, the motion passed unanimously.**

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**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 as 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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**Consent Calendar:**

Public Works Director: Heba El-Guindy

- 33. [SR 24-0101](#) Resolution authorizing the purchase of four new vehicles from National Auto Fleet Group for the Sanitation Fleet by the Nevada County Sanitation District No. 1 Board of Directors, for a total cost of \$307,434, and directing the Auditor-Controller to amend the Fiscal Year 2023/24 budget and release fund balance in the amount of \$54,602. (4/5 affirmative vote required)

**Adopted.**

Enactment No: SD24-001

- 34. [SR 24-0098](#) Resolution to approve transfer of Vactor Truck from Sanitation District to Fleet Roads Equipment Fund. (4/5 affirmative vote required)

**Adopted.**

Enactment No: SD24-002

*Approval of the Consent Agenda*

ACTION TAKEN: Chair Bullock introduced the NCSD#1 consent calendar and provided an opportunity for public comment. No comments were received.

**MOTION: Motion made by Director Scofield and seconded by Director Heidi to adopt the consent agenda. On a roll call vote, the motion passed unanimously.**

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**Public comment:**

[SR 24-0094](#) No public comment received.

ACTION TAKEN: Chair Bullock opened the opportunity for general public comment. No comment was received.

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**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.

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**\*DEPARTMENT HEAD MATTER:**

**Chief of Staff/Clerk of the Board: Jeffrey Thorsby**

- 41. [SR 24-0083](#) Resolution adopting the County of Nevada 2024 Legislative Platform.

**Adopted.**

Enactment No: RES 24-030

ACTION TAKEN: Staff explained the purpose of the Legislative Platform, provided a policy area overview, and detailed the proposed 2024 updates. The Platform may later be amended based on input given during the Board's annual workshop.

Public comment was received and Board discussion ensued.

**MOTION: Motion made by Supervisor Hall and seconded by Supervisor Swarhout to adopt Resolution 24-030, adopting the County of Nevada 2024 Legislative Platform. On a roll call vote, the motion passed unanimously.**

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**SCHEDULED ITEM: 10:30 AM**

**Community Development Agency Director: Trisha Tillotson**

35. [SR 23-4852](#) Informational report on the Nevada County Two-Year Economic Development Action Plan.  
**Accepted.**

ACTION TAKEN: Staff and consultants discussed the progress on developing Nevada County's Two-Year Economic Development Action Plan. Details were provided regarding project goals, constraints, key considerations and next steps. The proposed plan will be brought before the Board again for further discussion.

Public comment was provided and the Board provided comments.

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**\*CLOSED SESSIONS:**

36. [SR 23-4945](#) Pursuant to Government Code section 54957.6, a closed session of the Board of Supervisors will be held for the purpose of reviewing its position and instructing its designated labor negotiations representatives regarding employee salaries, salary schedules, fringe benefits, and all other matters within the statutory scope of representation. The designated labor negotiation representatives for Nevada County are Caleb Dardick, Assistant County Executive Officer, Steven Rose, Human Resources Director, and Lisa Charbonneau, Labor Attorney. The labor negotiations concern Local 39, Deputy District Attorney, and Deputy Public Defender Association.  
**Closed Session held.**

37. [SR 23-4887](#) Pursuant to Government Code § 54956.9(d)(1), County Counsel is requesting a closed session to discuss the following existing litigation case: Tucks Restaurant vs. County of Nevada, Board of Supervisors, United States District Court - Eastern District Case No. 2:20-cv-02256.

**Closed Session held.**

ACTION TAKEN: County Counsel read the Board into closed session to consider two matters. Public comment was received.

After the lunch hour, Counsel read the Board out of closed session and reported that in both matters, information was provided to the Board.

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**Recess for lunch**

**AFTERNOON SESSION 1:30 P.M.**

**\*DEPARTMENT HEAD MATTERS:**

**Director of the Office of Emergency Services: Craig Griesbach**

- 38a. [SR 24-0082](#) Resolution approving a Memorandum of Understanding (MOU) between the County of Nevada, City of Grass Valley, and City of Nevada City for collaboration with animal shelter development and services, and authorizing the Chair of the Board of Supervisors to execute the MOU.

**Adopted.**

Enactment No: RES 24-031

**Director of Facilities Management: Justin Drinkwater**

- 38b. [SR 23-4618](#) Resolution approving a contract between the County of Nevada and LDA Partners, Inc., for architectural design services for the Nevada County Animal Shelter Project with a maximum contract price of \$1,850,000, with a contingency of \$185,000, for a total of \$2,035,000, for the period of January 9, 2024, through June 30, 2026, authorizing the Chair of the Board of Supervisors to execute the contract, and directing the Auditor-Controller to amend the Fiscal Year 2023/24 Capital Facilities budget. (4/5 affirmative vote required)

**Adopted.**

Enactment No: RES 24-032

**ACTION TAKEN:** Staff discussed a proposed collaboration between the City of Grass Valley, the City of Nevada City, and the County of Nevada to provide animal shelter services. Development of a partnership between jurisdictions will allow for various development strategies as well as the initiation of the design contract. Possibilities regarding shelter location, timelines, services, and funding were discussed.

Public comment was provided and Board discussion followed.

**MOTION: Motion made by Supervisor Swarthout and seconded by Supervisor Hoek, to adopt Resolution 24-031 approving a Memorandum of Understanding (MOU) between the County of Nevada, City of Grass Valley, and City of Nevada City for collaboration with animal shelter development and services. On a roll call vote, the motion passed unanimously.**

**MOTION: Motion made by Supervisor Hoek and seconded by Supervisor Swarthout to adopt Resolution 24-032, approving a contract between the County of Nevada and LDA Partners, Inc., for architectural design services for the Nevada County Animal Shelter Project. On a roll call vote, the motion passed unanimously.**

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**County Executive Officer: Alison Lehman**

39. [SR 24-0014](#) Report on the results of the National Community Survey for Nevada County by the National Research Center and Polco. (Removed from consideration)  
**Pulled.**

**ACTION TAKEN:** Staff removed agenda item 39 (SR 24-0014) from consideration, to be brought back before the Board at a later date.

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40. [SR 24-0015](#) 2023 Board Objectives Year-End Report.  
**Presentation provided.**

**ACTION TAKEN:** Staff presented the year end report and the statuses of each objective and the initiatives: fiscal responsibility and core services; emergency preparedness; economic development; broadband; housing; homelessness; recreation; and climate resilience.

The Board acknowledged the accomplishments of 2023. No public comment was received.

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**\*ANNOUNCEMENTS:**

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

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**ADJOURNMENT:**

ACTION TAKEN: Chair Bullock adjourned the meeting at 3:29 p.m.

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Signature and Attestation

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Hardy Bullock, Chair

ATTEST:

By:

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Tine Mathiasen, Chief Deputy Clerk of the Board