

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

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 - Final

Date	Time	Location
Tuesday, March 25, 2025	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

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 9:01 a.m.

The Pledge of Allegiance was held.

Tine Mathiasen, Chief Deputy Clerk of the Board, noted that item no. 20, SR 25-0126, was removed from consideration.

CONSENT CALENDAR:**Public Health Director: Kathy Cahill**

1. [SR 25-0287](#) Resolution approving revenue Contract CHVP 24-29 with the California Department of Public Health related to the California Home Visiting Program for the term of July 1, 2024, through June 30, 2025, in the maximum revenue amount of \$604,194, accepting the associated State General Fund Expansion revenue, authorizing the Public Health Director to sign the necessary documents, and directing the Auditor-Controller to amend the Public Health Department's budget for fiscal year 2024/25. (4/5 Affirmative vote required)

Adopted.

Enactment No: RES 25-096

2. [SR 25-0288](#) Resolution approving a revenue agreement with the California Department of Public Health related to the California Home Visiting Program for July 1, 2024, through June 30, 2025, in the maximum amount of \$882,135, accepting the associated Maternal, Infant, Early Childhood Home Visiting revenue, and authorizing the Public Health Director to sign the necessary documents.

Adopted.

Enactment No: RES 25-097

Housing and Community Services Acting Director: Tyler Barrington

3. [SR 25-0650](#) Resolution approving a loan agreement in furtherance of the development of the Pacific Crest Commons Apartment Project in the total amount of \$207,722, authorizing the Chair of the Board of Supervisors to sign the loan agreement and promissory note and the Health and Human Services Agency Director to sign amendments and other documents, and authorizing and directing the Auditor-Controller to release \$207,722 from the Special Project Continuation Assignment in the General Fund and amend the Housing Services Administration and Other Sources & Uses budgets for fiscal year 2024/25. (4/5 Affirmative vote required)

Adopted.

Enactment No: RES 25-098

Sheriff-Coroner/Public Administrator: Shannan Moon

4. [SR 24-1577](#) Resolution authorizing Amendment No. 1 to the Professional Services Contract between the County of Nevada and Sutter Buttes Communications, Inc. (Res. 24-169), allowing for a change order regarding installation of custom radio antennas for Sheriff's Office vehicles, increasing the not to exceed contract amount from \$90,180.00 to \$103,756.75 for the contract term of April 1, 2024, to June 30, 2025, and authorizing the Chair of the Board of Supervisors to execute the amendment.

Adopted.

Enactment No: RES 25-099

Planning Director: Brian Foss

5. [SR 25-0571](#) Acceptance of the 2024 General Plan Annual Progress Report, substantially in the form attached, pursuant to State of California Government Code section 65400, and directing staff to submit the report to the Governor's Office of Land Use and Climate Innovation as shown in Attachment 1.
Accepted.

Public Works Director: David Garcia

6. [SR 25-0566](#) Resolution approving a contract between the County of Nevada and Dokken Engineering Inc., for Construction Engineering Services for the Hirschdale Road at Truckee River Bridge Replacement Project number 224029, Hirschdale Road at Union Pacific Railroad (UPRR) Crossing County Project number 224030, and Dog Bar Road at Bear River Bridge Replacement, County Project No. 224024, for a total amount not to exceed amount of \$401,400.43, and authorizing the Chair of the Board of Supervisors to execute the contract. (Dist II & V)
Adopted.
Enactment No: RES 25-100
7. [SR 25-0363](#) Resolution authorizing environmental clearance and authorizing the Chair of the Board to sign the Invitation to Bid and the Purchasing Agent to solicit bids for 2025 Vegetation Removal, County project number 715003. (All Dist)
Adopted.
Enactment No: RES 25-101
8. [SR 25-0568](#) Resolution authorizing environmental clearance and approving a Blanket Purchase Order with terms and conditions between Clark Pest Control of Stockton, Inc. and County of Nevada for Vegetation Reduction Spraying Services, for a total annual amount not to exceed \$120,001.83 and authorizing the Purchasing Agent to execute the Blanket Purchase Order. (All Dist)
Adopted.
Enactment No: RES 25-102
9. [SR 25-0401](#) 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 \$7,648,000 Federal Aid Project #BRLO-5917(092). (Dist V)
Adopted.
Enactment No: RES 25-103

Information and General Services Agency Director: Craig Griesbach

10. [SR 25-0643](#) 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." (4/5 Affirmative vote required) (Purchasing)

Adopted.

Enactment No: RES 25-104

Office of Emergency Services Interim Director: Alex Keeble-Toll

11. [SR 25-0645](#) Resolution approving acceptance of the FEMA Hazard Mitigation Grant Program (HMGP) Funds for the HMGP DR-4683-1084-57 Lower Deer Creek - Penn Valley Hazardous Fuels Reduction Project in the amount of \$653,222.25 (Federal Share), \$217,740.75 (Non-Federal Share), and \$43,548.15 (Management Costs) with Firewise Community In-Kind volunteer work to serve as the required match for use during the period of February 6, 2025, to August 6, 2026, and authorizing the Director of Emergency Services to execute the grant agreement and all additional documents required to fulfill the requirements of the grant on behalf of the County of Nevada, and directing the Auditor-Controller to amend the Office of Emergency Services fiscal year 2024/25 budget. (4/5 Affirmative vote required)

Adopted.

Enactment No: RES 25-105

Facilities Management Director: Justin Drinkwater

12. [SR 25-0177](#) Resolution approving the bid construction documents and specifications for the Nevada County Roof Replacement Project at Various Locations 2025, authorizing the Chair of the Board of Supervisors to sign the documents, and directing the Purchasing Agent to solicit bids.

Adopted.

Enactment No: RES 25-106

13. [SR 25-0238](#) Resolution approving bid documents and specifications for the Rehabilitation and Sealing of the County Government Center Campus Parking Areas and Service Roads Project, located at 950 Maidu Avenue, Nevada City, CA, authorizing the Chair of the Board of Supervisors to sign the documents, and directing the County Purchasing Agent to solicit bids for this project.

Adopted.

Enactment No: RES 25-107

County Counsel: Katharine L. Elliott

14. [SR 25-0646](#) Resolution approving an Agreement between the County of Nevada and LexisNexis for online legal research software and related services in the amount of \$79,452, for the period of May 3, 2025, through June 30, 2028, and authorizing County Counsel to execute Agreement.
Adopted.
Enactment No: RES 25-108
15. [SR 25-0011](#) Resolution approving and adopting the County-wide Conflict of Interest Code.
Adopted.
Enactment No: RES 25-109

Chief of Staff: Jeffrey Thorsby

16. [SR 25-0642](#) Appointment of Tom Jacobs as Citizen Knowledgeable of Hazardous Waste Disposal Practices member to the Solid and Hazardous Waste Commission for unexpired two-year term ending January 31, 2026.
Appointed.
17. [SR 25-0179](#) Reappointment of Violet Nakayama and Shanti Emerson as members to the Citizen's Oversight Committee of the Nevada County Library for four-year terms ending March 31, 2029.
Reappointed.
18. [SR 25-0564](#) Acknowledgement of the Board of Supervisors 2025 Ad Hoc Subcommittee assignments.
Acknowledged.

Approval of Consent Agenda.

Adopted.

ACTION TAKEN: Chair Hall introduced the consent calendar.
No public comment was received.

MOTION: Motion made by Supervisor Hoek, seconded by Supervisor Tucker. On a roll call vote the motion passed unanimously.

INDIVIDUAL BOARD MEMBER ITEM:*District 3 Supervisor: Lisa Swarthout**

19. [SR 25-0569](#) Certificate of Recognition celebrating Rotary Club of Grass Valley for over 100 years of Rotary "Service Above Self" to the citizens of Nevada County.

Recognized.

ACTION TAKEN: Supervisor Swarthout introduced the item, provided comments, and read the certificate into the record. Sean Jackson, Rotary President and Jesse Wilson, President Elect provided comments.

Board comments and appreciation followed.

No public comment was received.

PUBLIC COMMENT:

- [SR 25-0033](#) 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.

ACTION TAKEN: Chair Hall provided the opportunity for general public comment.

Public comment was received.

DEPARTMENT HEAD MATTERS:*Social Services Director: Rachel Peña**

20. [SR 25-0126](#) Resolution proclaiming April 7 through 11, 2025, as "Eligibility and Employment Week" in Nevada County.

Withdrawn.

ACTION TAKEN: Agenda item no. 20 (SR 25-0126) Social Service's Eligibility and Employment Week proclamation, is being removed from consideration and will be brought forward to a Board meeting in April.

Public Health Director: Kathy Cahill

21. [SR 25-0163](#) Resolution Proclaiming April 7 through 13, 2025, as "Public Health Week" in Nevada County.

Adopted.

Enactment No: RES 25-113

ACTION TAKEN: Kathy Cahill, Public Health Director, introduced the item and provided a presentation on the Community Health Assessment and the Community Health Improvement Plan. Toby Guevin, Health and Wellness Program Manager, Char Weiss-Wenzl, Director of Public Health Nursing, and Kim Stine, Emergency Preparedness & Response Coordinator also presented on other public health topics, including nursing services for children, youth mental health, and emergency preparedness.

Board questions and feedback followed.

Staff answered questions and provided additional information.

No public comment was received.

No Board Motion was taken.

MOTION: Motion made by Supervisor Swarthout, seconded by Supervisor Bullock, to adopt Resolution 25-113. On a roll call vote the motion passed unanimously.

***INDIVIDUAL BOARD MEMBER ITEM:**

District 1 Supervisor: Heidi Hall

22. [SR 25-0655](#) Resolution approving a Memorandum of Understanding between the County of Nevada and the City of Nevada City to support the continued legacy of the Miners Foundry Cultural Center and, upon execution of said Memorandum of Understanding, disclaiming the County's interest in all real and personal property granted under the Nevada County Cultural Trust dated June 22, 1989, and as amended February 14, 1990, and as further amended June 16, 1993, N.C.W.G., Inc., Trustor, and authorizing the County Executive Officer to execute the Memorandum of Understanding.

Adopted.

Enactment No: RES 25-110

ACTION TAKEN: Jeffrey Thorsby, Chief of Staff, introduced and presented on the history and use of the Miners Foundry Cultural Center and outlined the proposal wherein Nevada City would take ownership of the foundry. The City would continue current operations, expand public value, honor the history of the facility and promote its historical preservation. Sean Grayson, Nevada City Manager, gave information on the fiscal status of the foundry and how local partners can support the arts and cultural centers. City partners provided input on next steps and plans for sustaining the center.

Board questions followed, along with appreciation for the City, staff, and community partners.

Public comment was received.

MOTION: Motion made by Supervisor Swarthout, seconded by Supervisor Hall to adopt Resolution 25-110. On a roll call vote the motion passed unanimously.

DEPARTMENT HEAD MATTER:*Planning Director: Brian Foss**

23. [SR 25-0570](#) Acceptance of the 2024 Housing Element Annual Progress Report, substantially in the form attached, pursuant to State of California Government Code Section 65400, and directing staff to submit the report to the California Department of Housing and Community Development and the Governor's Office of Land Use and Climate Innovation as shown in Attachment 1.

Accepted.

ACTION TAKEN: Brian Foss, Planning Director, introduced Tyler Barrington, Interim Director of Housing and Principal Planner, provided information on accomplishments, policy and project updates with regard to housing, and on the Homekey, More Grant and CDBG (Community Development Block Grant) programs. He reviewed the 2025 initiatives. He introduced David Nicholas, Associate Planner, who reviewed the Annual Progress Report regarding the County's Housing Element of its General Plan and provided a recommendation to the Board to submit the report to the California Department of Housing and Community Development and the Governor's Office of Land Use and Climate Innovation.

Board members provided comments and feedback. Board had questions about the number of mobile homes included in the report, staff provided information and committed to confirming information.

Public comment received.

MOTION: Motion made by Supervisor Tucker, seconded by Supervisor Hoek to accept the 2024 Housing Element Annual Progress Report. On a roll call vote the motion passed unanimously.

There being extra time, Chair Hall moved item #26 (SR 25-0652) forward.

Announcements were moved before closed session.

***CLOSED SESSION:**

24. [SR 25-0651](#) Pursuant to Government Code section 54956.9(d)(4), County Counsel is requesting a closed session to determine whether litigation should be initiated by the County in two matters.

Closed Session held.

- 24a.** [SR 25-0676](#) 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 are significant threats of litigation against the County.

Closed Session held.

ACTION TAKEN: Katherine Elliott, County Counsel, read the closed sessions into the record and noted that an addendum agenda was posted regarding the need to add one closed session item.

Chair Hall opened the closed session for public comment.

Public comment was received.

Kit Elliot provided information about the closed session subjects, both initiation and threat of litigation. She provided the information that once decisions are made, they are public documents.

Recess for lunch:

AFTERNOON SESSION 1:30 PM

ACTION TAKEN: Kit Elliot, County Counsel, read the Board out of closed session and reported that; that regarding all matters, direction was given to staff.

***DEPARTMENT HEAD MATTERS:**

County Executive Officer: Alison Lehman

- 25.** [SR 25-0648](#) 2025 priority objective charters and resource allocation discussion.

Approved.

ACTION TAKEN: Erin Mettler, Deputy County Executive Officer and Chief Fiscal Officer, reviewed the budget development process. She introduced and presented on the priority objectives and charters: fiscal stability & core services; emergency preparedness; economic development; broadband; housing; homelessness; recreation; and climate resilience. She introduced Trisha Tillotson, Community Development Agency Director, Ryan Gruver, Health and Human Services Agency Director, Craig Griesbach, Information and General Services Director, who gave overviews of the objectives, activities, and fiscal considerations; including policy directions and resource requests. Staff provided preliminary funding recommendations.

Board clarifying questions followed and staff continued the presentation.

ACTION TAKEN CONTINUED: Chair Hall opened the item for public comment.

Public comment was received. Staff provided clarifying information.

Board questions and comments followed.

Staff presented a balancing option (alternative level of funding for each of those areas) and asked for direction. Additional Board questions and discussion followed.

MOTION: Motion in support of the alternative balanced budget option by Supervisor Hoek, seconded by Supervisor Tucker. On a roll call vote the motion passed unanimously.

Chief of Staff: Jeffrey Thorsby

26. [SR 25-0652](#) Resolution advocating for the protection and sustainability of local county core services and local representation on applicable federal forums, committees, and commissions.

Adopted.

Enactment No: RES 25-112

ACTION TAKEN: Chair Hall introduced the item and addressed several issues that public input has raised. Jeffrey Thorsby, Chief of Staff, provided a presentation and gave background on Board Order 25-01 (BO-25-01), wherein Staff was directed to create a resolution advocating for the federal protection of County core services, programs and critical projects that advance the 2025 Priority Objectives and wellbeing of County constituents. The resolution, if passed, would be forwarded to our congressional representatives.

Board members provided comments and feedback.

Public comment was received.

MOTION: Motion made by Supervisor Bullock, seconded by Supervisor Hoek, to adopt Resolution 25-112. On a roll call vote: Ayes: Supervisor Hall, Supervisor Swarthout, Supervisor Hoek, and Supervisor Bullock, Abstain: Supervisor Tucker

Public Works Director: David Garcia

27. [SR 25-0406](#) Resolution approving the Capital Improvement Plan 2025 annual update, and authorizing the Director of Public Works to proceed with the implementation of the Plan.

Adopted.

Enactment No: RES 25-111

ACTION TAKEN: David Garcia, Public Works Director, introduced Patrick Perkins, Principal Civil Engineer and Road Commissioner, and Michelle Garcia, Public Works Project Manager. Staff provided information on the Capital Improvement Program (CIP). They reviewed funding sources, upcoming maintenance and equipment replacement, capital improvement projects and expenditures, and planned future projects. They requested the Board approve the Capital Improvement Program 2025 annual update.

Board members provided feedback.

Lisa requested one small clerical clarification; to change the wording in the project list from Rough and Ready Intersection to the Rough and Ready Highway Intersection. Staff will make that change.

Board comments and questions ensued.

Public comment was received.

Staff provided additional information and the Board provided additional direction.

MOTION: Motion made by Supervisor Hoek, seconded by Supervisor Swarthout, to adopt Resolution 25-111. On a roll call vote the motion passed unanimously.

Board Order BO-25-02 directing staff to bring back a presentation on the California Gas Tax.

COMMUNITY PRESENTATION:*Chief of Staff: Jeffrey Thorsby**

28. [SR 25-0647](#) Presentation from the Arts Collaborative of Nevada County, dba Nevada County Arts Council, on the five-year Arts and Cultural Action Plan called Culture Forward. (Eliza Tudor, Executive Director, Nevada County Arts Council)

Accepted.

ACTION TAKEN: Eliza Tudor, Executive Director of the Arts Collaborative, introduced and presented on the arts and culture action plan. She reported that the Arts' goal is to advance arts, culture, and creativity to benefit the people who live in, work in, and visit Nevada County.

Board comments and feedback was provided.

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

***ANNOUNCEMENTS:**

ACTION TAKEN: Updates were provided by members of the Board, the County Executive Officer and the Chief of Staff.

ADJOURNMENT:

ACTION TAKEN: Chair Hall adjourned the meeting at 3:48 p.m.

Signature and Attestation

Heidi Hall, Chair

ATTEST:

By:

Lauriana Cecchi, Board Clerk II