



**COUNTY OF NEVADA**  
**COMMUNITY DEVELOPMENT AGENCY**  
**DEPARTMENT OF PUBLIC WORKS**  
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Community Development Agency Director

Trisha Tillotson  
Acting Director of Public Works

**NEVADA COUNTY BOARD OF SUPERVISORS**  
**Board Agenda Memo**

**MEETING DATE:** June 28, 2022

**TO:** Board of Supervisors

**FROM:** **Trisha Tillotson, CDA Director and Acting Director Public Works**

**SUBJECT:** Resolution Approving Renewal of the Contract between the County of Nevada and Nelson Engineering for Professional Surveying Services and County Surveyor Functions, and amending the Hourly Rate Terms of the Contract for a Maximum Contract Amount Not-to-Exceed of \$100,000, and the Appointment of Kevin Nelson as County Surveyor for the County of Nevada, and Mr. Stephan Williams as an alternate County Surveyor.

**RECOMMENDATION:** Approve the attached Resolution.

**FUNDING:** The expense for this contract is included in the proposed Fiscal Year 2022/23 Surveyor budget and there is no additional impact to the General Fund. A budget amendment is not required.

**BACKGROUND:** On June 26, 2018, the Nevada County Board of Supervisors adopted Resolution 18-308, approving a contract with Nelson Engineering for professional surveying services and appointing Kevin Nelson as the County Surveyor for Fiscal Year 2018/19. The contract was approved for the term of July 1, 2018, through June 30, 2019, and was eligible for up to four (4) additional one-year renewals. On June 25, 2019, the contract was renewed by the Board via Resolution 19-336 for one year from July 1, 2019, through June 30, 2020. The contract was renewed again by the Board on July 14, 2020, via Resolution 20-306 for one year from July 1, 2020, through June 30, 2021, and on June 15, 2021, via Resolution 21-238.

The proposed resolution would renew the contract for one fiscal year, effective July 1, 2022, through June 30, 2023. All other provisions of the contract would remain the same, excluding the hourly rates. New hourly rates are attached as Exhibit "A". The annual contract amount of \$100,000 remains the same as in previous years. This is the last eligible renewal of this contract.

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, 2022.

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.

**Item Initiated by:** Patrick Perkins, Principal Civil Engineer  
**Item Approved by:** Trisha Tillotson, CDA Director and Director of Public Works

Submittal Date: June 3, 2022  
Revision Date: June 7, 2022