

COUNTY OF NEVADA

STATE OF CALIFORNIA

Supervisor Heidi Hall, District I

Chair Supervisor Ed Scofield, District II

Supervisor Lisa Swarthout, District III

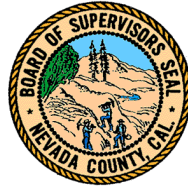
Susan Hoek, District IV

Vice-Chair Supervisor Hardy Bullock, District V

Julie Patterson Hunter, 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
Wednesday, January 25, 2023	9:00 AM	Gold Miners Inn Ballroom 121 Bank Street Grass Valley, California 95945

SPECIAL MEETING

BOARD WORKSHOP: Estimated 9:00 a.m. to 5:30 p.m.

Rollcall. The following Supervisors present:

Heidi Hall, 1st District

Ed Scofield, 2nd District

Lisa Swarthout, 3rd District

Sue Hoek, 4th District

Hardy Bullock, 5th District

STANDING ORDERS:

Chair Scofield called the first day of the three-day special meeting to order.

The Pledge of Allegiance was held.

County Executive Officer: Alison Lehman

1. [SR 23-0130](#) Welcome, Introductions, and Review of Agenda

ACTION TAKEN: Alison Lehman, County Executive Officer, welcomed the Board and members of the public to the special meeting. CEO Lehman explained that during the Workshop policy discussions would take place, but no formal action would be taken. Any decisions needing to be made as a result of the Workshop would be brought back to the Board in regular session.

Workshop Facilitator Lori Burkhart Frank reviewed the agenda for the day. Facilitator Frank reviewed meeting processes and Board expectations, and reported that the 3-day meeting was streaming online and available on local channels in western and eastern County. Recordings of the special meeting will be made available to the public following each day of the Workshop, and can be accessed from the County's website at <https://www.nevadacountyca.gov/822/Meeting-Information-Video-Streaming>.

PUBLIC COMMENT: 9:30 a.m.

[SR 23-0158](#) Members of the public shall only be allowed to address the Board of Supervisors on topics being discussed during the three-day special meeting. (Please refer to Page 4 for information on the options being made available for members of the public to provide comment.)

ACTION TAKEN: Public comment was received on items appearing on the Workshop agendas.

2. [SR 23-0138](#) Review of Board Process
- Agenda, expectations, announcements
 - Order and Decorum
 - Mission, Vision, and Values

ACTION TAKEN: Jeffrey Thorsby, Senior Management Analyst, reviewed the proposed revisions to the Order and Decorum. Jeff Pettit, Security Program Manager, reviewed changes made by State legislation regarding removal of members of the public when disrupting meetings, clarifying that the direction was not to prevent members of the public from providing public comment; it is for members of the public who are preventing the Board from doing County business. The County's Vision, Mission, and Value Statements were presented and no changes were suggested.

County Executive Officer: Alison Lehman 10:00 a.m.

3. [SR 23-0145](#) Supervisors' Reports on the "State of the District"

ACTION TAKEN: The Board members provided a brief report on initiatives and events that took place over the past year within each of their Districts.

4. [SR 23-0132](#) Mayors and City and Town Managers Report on the "State of the Cities"
- Grass Valley
 - Nevada City
 - Truckee

ACTION TAKEN: Following a short break, the meeting was called back into order, and the panelists from the Cities of Nevada City and Grass Valley, and the Town of Truckee provided updates of current events and planned activities within their jurisdictions:

Grass Valley: Tim Kiser, City Manager, and Jan Arbuckle, Mayor

Nevada City: Sean Grayson, City Manager, and Doug Fleming, Mayor

Truckee: Jen Callaway, Town Manager, and Lindsay Romack, Mayor

5. [SR 23-0120](#) Fiscal and Core Services Objective

ACTION TAKEN: Martin Polt, Deputy County Executive Officer/Chief Fiscal Officer, provided the County's Fiscal report starting with a Recap of Fiscal Year 2021/22, which ended with a General Fund balance of \$41 million. Looking forward to the end of Fiscal Year 2022/23, CFO Polt estimated a final General Fund balance of \$40.7 million. General Fund balances at the end of Fiscal Year 2023/24 are projected to remain at \$40.7 million.

Fiscal Challenges include the cost of County pensions, state and federal budgets, and an uncertain economic outlook forecasting potential recession. The County maintains resources to weather a recession, and will take necessary action to remain fiscally sound.

CFO Polt reported that the Fiscal Year 2023/24 Budget Kickoff is February 27, 2023, with final adoption of the budget in June 2023. CFO Polt reviewed the proposed 2023/24 Budget Policies, which will be approved by the Board on February 7, 2023.

CFO Polt responded to Board questioning and discussion ensued.

Core Services Panel: Ariel Lovett, Project Administrator; Martin Polt, Deputy County Executive Officer/Chief Fiscal Officer; Ryan Gruver, Health and Human Services Agency Director; Trisha Tillotson, Community Development Agency Director; Steve Monaghan, Director of Information and General Services; and Sheriff Moon.

CFO Polt reviewed the Core Services definition, which is fundamental to the mission of departments and the County to meet mandated and essential community services, state mandates and services that support community health and safety such as infrastructure, roads, jail, justice and basic public/mental health services, and other social services. Each panel member reviewed their department's road map for Fiscal Year 2023/24.

Board questioning and discussion ensued.

6. [SR 23-0121](#) Capital Facilities Master Plan and Project Updates

ACTION TAKEN: Justin Drinkwater, Facilities Manager, reviewed the Capital Facilities Master Plan for 2021-2026, and the 2023 - 2026 Strategic Plan. In 2022, 26 projects were completed, including Joseph Center renovations; Sheriff Dispatch relocation; Eric Rood Administrative Center Generator Installation Project; and Health and Humans Services Agency property renovations (Bost House and Odyssey House). Upcoming projects for 2023/24 were reviewed:

Financial system update: \$6 million, expected lifecycle is 20 years

Sheriff Regional Dispatch/Training Facility: Three-year phased project for consolidation of Sheriff's Office Operations under a single roof at the closed Juvenile Hall.

McCourtney Road Transfer Station renovation: 48,000 sq.ft. multi-purpose building, scale facilities, and repurpose of existing public receiving building for organics to comply with state mandates. Funding approval and award of the contract is scheduled for February 7, 2023, and construction is planned for Spring 2023 - Fall 2024.

Truckee Library: 20,000 sq.ft. facility with a total cost estimate of \$30 million located at the Truckee Regional Park, funded through a parcel charge, capital campaign, and grants.

National Forest Service Supervisor Office Project: 9-acre lot located next to the Juvenile Hall facility under a long-term lease, has been annexed into Nevada City, allowing the property to be hooked to City sewer infrastructure. 22,997 sq.ft. facility with space for 120 full-time employees.

New Animal Shelter Design: Request for Qualifications (RFQ) is being released for construction document design.

Nevada County Courthouse Reuse: Current timeline has the Courts reopening at a new location in 2028. Joint Courthouse Re-use Committee - County/Nevada City, will complete a highest and best use study in 2023 to benefit the community after the relocation. Stakeholder and community input will be requested, and reuse options will be evaluated based on study and available funding sources. The Courthouse property is comprised of the Courthouse, Courthouse Annex, and parking lot.

Board questioning and discussion ensued.

7. [SR 23-0122](#) Emergency Preparedness Objective

ACTION TAKEN: Following a short break, the meeting was called back into order at 3:55 p.m.

Craig Griesbach, Office of Emergency Services (OES) Director, started the discussion regarding Emergency Preparedness, joined by CAL FIRE Chief Brian Estes, Sheriff Shannan Moon, Jamie Jones, Executive Director, Fire Safe Council of Nevada County; Paul Cummings, OES Program Manager, and Sheriff's Lt. Sean Scales. Director Griesbach reported on OES' Objective in 2022: to lead the community in all hazards planning, preparedness, response, and recovery with a focus on wildfire. Efforts will target the focus on improving countywide evacuation routes and safety, continuing to strengthen early alert and critical communication systems, partnering closely with residents in emergency preparedness, defensible space, home hardening, green waste disposal, and fire-safe land stewardship.

CAL FIRE Chief Estes reviewed the 2022 Fire Season in the State, reporting that over 200,000 acres were burned, with over 1,200 structures destroyed on private property. 135 fires were located in Nevada County burning a total of 1,145 acres. Chief Estes reported that 10 CAL FIRE projects are currently located in Nevada County, totaling over \$16 million in grant funding.

Sheriff Moon and Lt. Scales reported on the strong partnerships between the Sheriff's office, OES, Nevada County's fire agencies, and the community.

Director Griesbach reviewed upcoming projects moving forward, including: Shaded Fuel Breaks in South County; Woodpecker Ravine; and Ponderosa West Phases I and II. Long-term projects include South Yuba Rim Shaded Fuel Break; roadside vegetation abatement; BRIC Project; Deer Creek Shaded Fuel Break; and Firewise Micro-Grants. Additional projects include green waste drop-off events and removal of hazardous trees on evacuation routes.

Board questioning and discussion ensued.

Jamie Jones, Executive Director, Fire Safe Council of Nevada County, Nevada County Consolidated Fire Department Chief Robitaille, and Truckee Fire Protection District Chief McKechnie reported on their partnership and collaboration with Nevada County and local agencies, and reviewed their process and efforts moving forward in eastern and western County.

Board discussion and questioning ensued.

8. [SR 23-0133](#) Board of Supervisors Debrief and Wrap-Up

ACTION TAKEN: Facilitator Burkart Frank provided a recap of the first day of the 3-day Workshop, and reviewed the agenda for the second day.

ADJOURNMENT:

Chair Scofield adjourned the 3-day special meeting to Thursday, January 26, 2023 at 9:00 a.m.

Signature and Attestation

Edward C. Scofield, Chair

ATTEST:

By:

Julie Patterson Hunter, Clerk of the Board