



GRASS VALLEY

City Council Regular Meeting, Capital Improvements Authority and Redevelopment "Successor Agency"

Tuesday, May 13, 2025 at 6:00 PM

Council Chambers, Grass Valley City Hall | 125 East Main Street, Grass Valley, California

Telephone: (530) 274-4310 - Fax: (530) 274-4399

E-Mail: info@cityofgrassvalley.com

Web Site: www.cityofgrassvalley.com

AGENDA

Any person with a disability who requires accommodations to participate in this meeting should telephone the City Clerk's office at (530)274-4390, at least 48 hours prior to the meeting to make a request for a disability related modification or accommodation.

**Mayor Hilary Hodge, Vice Mayor Haven Caravelli, Councilmember Jan Arbuckle,
Councilmember Joe Bonomolo, Councilmember Tom Ivy**

MEETING NOTICE

City Council welcomes you to attend the meetings electronically or in person at the City Hall Council Chambers, located at 125 E. Main St., Grass Valley, CA 95945. Regular Meetings are scheduled at 6:00 p.m. on the 2nd and 4th Tuesday of each month. Your interest is encouraged and appreciated.

This meeting is being broadcast "live" on Comcast Channel 17 & 18 by Nevada County Media, on the internet at www.cityofgrassvalley.com, or on the City of Grass Valley YouTube channel at <https://www.youtube.com/@cityofgrassvalley.com>

Members of the public are encouraged to submit public comments via voicemail at (530) 274-4390 and email to public@cityofgrassvalley.com. Comments will be reviewed and distributed before the meeting if received by 5pm. Comments received after that will be addressed during the item and/or at the end of the meeting. Council will have the option to modify their action on items based on comments received. Action may be taken on any agenda item.

Agenda materials, staff reports, and background information related to regular agenda items are available on the City's website: www.cityofgrassvalley.com. Materials related to an item on this agenda submitted to the Council after distribution of the agenda packet will be made available on the City of Grass Valley website at www.cityofgrassvalley.com, subject to City staff's ability to post the documents before the meeting.

Please note, individuals who disrupt, disturb, impede, or render infeasible the orderly conduct of a meeting will receive one warning that, if they do not cease such behavior, they may be removed from the meeting. The chair has authority to order individuals removed if they do not cease their disruptive behavior following this warning. No warning is required before an individual is removed if that individual engages in a use of force or makes a true threat of force. (Gov. Code, § 54957.95.)

Council Chambers are wheelchair accessible and listening devices are available. Other special accommodations may be requested to the City Clerk 72 hours in advance of the meeting by calling (530) 274-4390, we are happy to accommodate.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

AGENDA APPROVAL - *The City Council reserves the right to hear items in a different order to accomplish business in the most efficient manner.*

REPORT OUT OF CLOSED SESSION

INTRODUCTIONS AND PRESENTATIONS

PUBLIC COMMENT - *Members of the public are encouraged to submit public comments via voicemail at (530) 274-4390 and email to public@cityofgrassvalley.com. Comments will be reviewed and distributed before the meeting if received by 5pm. Comments received after 5pm will be addressed during the item and/or at the end of the meeting. Council will have the option to modify their action on items based on comments received. Action may be taken on any agenda item. There is a time limitation of three minutes per person for all emailed, voicemail, or in person comments, and only one type of public comment per person. Speaker cards are assigned for public comments that are on any items not on the agenda, and within the jurisdiction or interest of the City. Speaker Cards can be pulled until the opening of public comment at which time sign ups will no longer be allowed. These cards can be found at the City Clerks desk. If you wish to speak regarding a scheduled agenda item, please come to the podium when the item is announced. When recognized, please begin by providing your name and address for the record (optional). Thirty minutes of public comment will be heard under this item in order of the speaker card assigned and the remaining general public comments will be heard at the end of the meeting. We will begin with number one.*

CONSENT ITEMS - *All matters listed under the Consent Calendar are to be considered routine by the City Council and/or Grass Valley Redevelopment Agency and will be enacted by one motion in the form listed. There will be no separate discussion of these items unless, before the City Council and/or Grass Valley Redevelopment Agency votes on the motion to adopt, members of the Council and/or Agency, staff or the public request specific items to be removed from the Consent Calendar for separate discussion and action but Council action is required to do so (roll call vote). Unless the Council removes an item from the Consent Calendar for separate discussion, public comments are invited as to the consent calendar as a whole and limited to three minutes per person.*

1. Approval of the Regular Meeting Minutes of April 22, 2025

Recommendation: Council approve minutes as submitted.

2. Approval of the Special Meeting Minutes of April 28, 2025

Recommendation: Council approve minutes as submitted.

3. AB 481 - Military Equipment Annual Inventory and Report; renewal of ordinance #815

CEQA: Not a project

Recommendation: Approve the attached equipment inventory as well as the associated annual report, renew previously adopted ordinance #815 pursuant to requirements of AB-481

4. Direction to file annual reports for Landscaping and Lighting Districts (LLD) and Benefit Assessment Districts (BAD) for Fiscal Year 2025-26

CEQA: Not a project

Recommendation: It is recommended that the City Council adopt five Resolutions (2025-11, 2025-12, 2025-13, 2025-14, and 2025-15) directing the filing of the annual reports for Landscaping and Lighting Districts (LLD) - Annual Assessments for Fiscal Year 2025-26 and Benefit Assessment Districts (BAD) - Annual Assessments for Fiscal Year 2025-26.

5. McCourtney Rd Active Transportation Project - Authorization to Bid

CEQA: Categorically Exempt - Section 15301 "Existing Facilities"

Recommendation: That Council 1) approve the findings that the project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA); 2) approve the project plans; and 3) authorize the advertisement for bids

6. Out-of-state training: Crimes Against Women Conference in Dallas, TX

CEQA: This is not a project

Recommendation: Council approve the out-of-state training for a Grass Valley Police Officer

ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION OR SEPARATE ACTION AND / OR ANY ADDED AGENDA ITEMS

REORGANIZATION RELATED ITEMS

PUBLIC HEARING

7. Adoption of Local Responsibility Area Fire Hazard Severity Zone Maps as determined by Cal Fire

CEQA: Not a project

Recommendation: That Council holds first hearing of Ordinance 835, waive full reading and read by Title only, hereby designating the Local Responsibility Area Fire Hazard Severity Zone Maps as recommended by the California Department of Forestry and Fire Protection pursuant to Government Code Section 51178,

ADMINISTRATIVE

8. Appeal Review of Hearing Officer's Decision - Denial of Tobacco Retail License Renewal for Hot Spot Smoke Shop - Continuation

CEQA: Not a project

Recommendation: That the City Council conduct a hearing to consider the appeal filed by Hot Spot Smoke Shop regarding the denial of its Tobacco Retail License renewal, and take appropriate action to uphold, modify, or overturn the Hearing Officer's decision.

9. Historical Commission Quarterly Update

CEQA: Not a project

Recommendation: That Council receives quarterly update from Historical Commission.

- [10.](#) Consider Adoption of Resolution No. 2025-10, which Adopts Procedures for Holding Public Hearings and Reporting on the City of Grass Valley’s Workforce Vacancies, and Recruitment and Retention Efforts in Compliance with Assembly Bill (“Ab”) 2561 (Gov. Code § 3502.3).

CEQA: Exempt per California Environmental Act (CEQA) Guideline, Section 15061(b)(3)

Recommendation: The City Council adopt Resolution No. 2025-10, which adopts procedures for holding public hearings and reporting on the City of Grass Valley’s workforce vacancies, and recruitment and retention efforts in compliance with Assembly Bill (“AB”) 2561 (Gov. Code § 3502.3).

- [11.](#) Mill Street Plaza Re-Staining and Sealing Project

CEQA: 15301 Existing Facilities Categorical Exemption

Recommendation: That the City Council (1) Direct staff to move forward with the maintenance project to re-stain and seal Mill Street Plaza Area; (2) approve quote received from the Concrete Doctor in the amount of \$96,939.00 for the re-staining and sealing; (3) authorize the City Manager prepare and executive an Agreement with the Concrete Doctor, subject to legal review; (4) approve the sole source procurement pursuant to Grass Valley Municipal Code 3.08.140 (requires 4/5 vote); (5) authorize the City Manager to approve change orders up to 10%; and (6) direct the Finance Director to make appropriate budget adjustments and/or transfers.

- [12.](#) Condon Park Skatepark Project - Follow up

CEQA: Exempt - Section 15301 “Existing Facilities”

Recommendation: That the City Council receive an informational update on recent stakeholder meetings regarding the skatepark design and provide direction to staff on next steps.

BRIEF REPORTS BY COUNCIL MEMBERS

CONTINUATION OF PUBLIC COMMENT

ADJOURN

POSTING NOTICE

This is to certify that the above notice of a meeting of The City Council, scheduled for Tuesday, May 13, 2025, at 6:00 p.m., was posted at city hall, easily accessible to the public, as of 5:00 p.m. Friday, May 9, 2025.

Taylor Whittingslow, City Clerk



GRASS VALLEY

City Council Regular Meeting, Capital Improvements Authority and Redevelopment "Successor Agency"

Tuesday, April 22, 2025 at 6:00 PM

Council Chambers, Grass Valley City Hall | 125 East Main Street, Grass Valley, California

Telephone: (530) 274-4310 - Fax: (530) 274-4399

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MINUTES

CALL TO ORDER

Meeting called to order at 6:02 pm.

PLEDGE OF ALLEGIANCE

Mayor Hodge led the Pledge of Allegiance.

ROLL CALL

PRESENT

Councilmember Jan Arbuckle

Councilmember Joe Bonomolo

Councilmember Tom Ivy

Vice Mayor Haven Caravelli

Mayor Hilary Hodge

AGENDA APPROVAL -

Request to move item #8 (Appeal Review of Hearing Officer's Decision - Denial of Tobacco Retail License Renewal for Hot Spot Smoke Shop) to the following meeting on May 13th, due to not having a translator.

Motion made to approve with noted change by Councilmember Arbuckle, seconded by Vice Mayor Caravelli.

Voting Yea: Councilmember Arbuckle, Councilmember Bonomolo, Councilmember Ivy, Vice Mayor Caravelli, Mayor Hodge

REPORT OUT OF CLOSED SESSION

No closed session.

INTRODUCTIONS AND PRESENTATIONS

1. American Legion Poppy Day's Proclamation
2. PAWSS (Protecting Animals While Supporting Sobriety) Presentation

CITY STAFF UPDATE

3. Update from the Police Department

PUBLIC COMMENT -

Public Speakers: 1 through 14 (noted change Speaker #1 was for item on agenda).

Virtual comments attached.

CONSENT ITEMS -

Public comment: Ralph Raper

Motion made to approve consent as submitted by Councilmember Arbuckle, Seconded by Vice Mayor Caravelli.

Voting Yea: Councilmember Arbuckle, Councilmember Bonomolo, Councilmember Ivy, Vice Mayor Caravelli, Mayor Hodge

4. Approval of the Regular Meeting Minutes of April 8, 2025.

Recommendation: Council approve minutes as submitted.

5. Partnership between Grass Valley Police Animal Services and Wayward Journey

CEQA: This is not a project

Recommendation: Council directs the Chief of Police to sign an MOU with Wayward Journey benefiting the services at the Grass Valley Animal Shelter, subject to legal review

6. Budget Adjustment to Flexibly Staff the Deputy City Manager I/II Position

CEQA: Not a Project

Recommendation: That the City Council 1) approve a budget adjustment to provide flexibility in staffing the Deputy City Manager I/II position, increasing appropriations by \$40,000, 2) approve the adjustment funding through the Sewer and Water Enterprise Funds, 3) approve adding the Deputy City Manager I/II to the allotted/authorized City positions; 3) review the proposed agreements (including Appendix A) for the Deputy City Manager I/II position; 4) authorize the City Manager to execute the Deputy City Manager I/II agreement subject to legal review; and 5) authorize the Finance Director to make any necessary budget adjustments and/or amendments to complete these actions.

7. Letter of Support - Extension of the BioMAT Program

CEQA: Not a project

Recommendation: That the City Council authorize the Mayor to sign a letter of support urging Governor Gavin Newsom to extend and fully implement the BioMAT (Biomass Market Adjusting Tariff) Program, in alignment with state law and consistent with Grass Valley's wildfire mitigation, environmental, and economic goals.

ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION OR SEPARATE ACTION AND / OR ANY ADDED AGENDA ITEMS**REORGANIZATION RELATED ITEMS****PUBLIC HEARING****ADMINISTRATIVE**

- ~~8. Appeal Review of Hearing Officer's Decision - Denial of Tobacco Retail License Renewal for Hot Spot Smoke Shop~~

CEQA: Not a project

Recommendation: That the City Council conduct a hearing to consider the appeal filed by Hot Spot Smoke Shop regarding the denial of its Tobacco Retail License renewal, and take appropriate action to uphold, modify, or overturn the Hearing Officer's decision.

Item postponed until May 13th, 2025.

BRIEF REPORTS BY COUNCIL MEMBERS

Councilmember Bonomolo met with Tom Last of NCCA and staff member Duane Strawser. Vice Mayor Caravelli met with the Cultural Arts District, Met with City Staff, attended an ERC Executive Meeting, Lou Countor Street naming meeting, attended an Off Broadway show, and wants everyone to go look at Idaho Maryland and see the Measure B dollars at work. Councilmember Ivy attended a Solid Hazardous Waste Commission Meeting, De Mauteno E-Waste event, Nevada City banned Styrofoam, and is looking at what it takes to start a firewise community. Councilmember Arbuckle took a tour of CAL ISO headquarters, attended a bell ringing for Chief Bacapally, attended an Off Broadway show, attended City Summit Webinar, Martinis and a Movie, Red Light Ball, and took a tour of InConcert Sierra. Mayor Hodge attended the GVDA merchants meeting, Sierra Poetic Festival, meeting with Waste Management, Mayors & Managers Breakfast, LAFCO meeting, meeting with Kevin Kiley, and Community forum on Arts at Sierra College.

CONTINUATION OF PUBLIC COMMENT

ADJOURN

Meeting adjourned at 7:30 pm.

Hilary Hodge, Mayor

Taylor Whittingslow, City Clerk

Adopted on: _____



GRASS VALLEY

Special City Council Meeting

Monday, April 28, 2025 at 5:30 PM

Council Chambers, Grass Valley City Hall | 125 East Main Street, Grass Valley, California

Telephone: (530) 274-4310 - Fax: (530) 274-4399

E-Mail: info@cityofgrassvalley.com

Web Site: www.cityofgrassvalley.com

MINUTES

CALL TO ORDER

Meeting called to order at 5:30 pm.

PLEDGE OF ALLEGIANCE

Mayor Hodge led the Pledge of Allegiance.

ROLL CALL

PRESENT

Councilmember Jan Arbuckle

Councilmember Joe Bonomolo

Councilmember Tom Ivy

Vice Mayor Haven Caravelli

Mayor Hilary Hodge

AGENDA APPROVAL -

Motion made by Councilmember Arbuckle, Seconded by Vice Mayor Caravelli.

Voting Yea: Councilmember Arbuckle, Councilmember Bonomolo, Councilmember Ivy, Vice Mayor Caravelli, Mayor Hodge

ADMINISTRATIVE

1. Condon Park Skatepark Project - Design Process Review

CEQA: Exempt - Section 15301 "Existing Facilities"

Recommendation: The City Council hold an informational discussion on the proposed Skate Park design process, and provide direction to staff on how to proceed.

Tim Kiser, the City Manager, introduced the item to the council, and Matt from Grindline Skateparks, Inc., gave a presentation to the Council.

Public Comment: There was 31-speakers and attached is a sign-in sheet for those who gave their names.

Direction was given to the staff by all five council members to move forward with construction as approved with the approved design and look at some minor changes that would not majorly affect the construction.

ADJOURN

Meeting adjourned at 7:50 pm.

Hilary Hodge, Mayor

Taylor Whittingslow, City Clerk

Adopted on: _____



CITY OF GRASS VALLEY CITY COUNCIL MEETING

GENERAL PUBLIC COMMENT SIGN IN SHEET

4/28/2025

Item # 2.

WELCOME to the City of Grass Valley City Council meeting! Public Comments provide an opportunity for the public to address the City Council on any subject which is not on the agenda but in the jurisdiction of the council. If you wish to speak, please indicate in the appropriate box when you sign in and take the number corresponding to your name. Each individual can have up to 3 minutes of public comment. At the beginning of the meeting, there will be an allotted 30 minutes of general public comments and the remainder of comments will be heard at the end of the agenda. Speakers will be called in order of the numbers given.

When you are recognized by the mayor:

1. Please stand before the podium and give your name and address. (optional)
2. Please limit your comments to three minutes per speaker.
3. If previous speakers have made the same point, you may simply indicate your support or disagreement, unless you have new information.


Thank you for your participation.

#'s	Print Name or N/A	Address (optional)	Self/Business (optional)
1	MATT FEE		
2	Mary May		teacher
3	Tim Davis		Skater
4	Kurt Han		SW
5	Michael		
6	Bar Adam		
7	Eric Smith		
8	Cassie Roberts		
9	Marjane Hobbs		
10	Randy Duncan		
11	PAUL REYNOLDS		
12	BEN OLESKE		
13	Gwen Harris		
14	Adam Montgomery		
	JOHN MORRILL		

#'s	Print Name or N/A	Address (optional)	Self/Business (optional)
15	CRW DUNSON		
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Preserve and Enhance the Grass Valley Skate Park without Closing It

 Sign petition

865[✓]

Verified signatures ▼

Let's get to 1000 signatures!



Petitions with 1,000+ supporters are 5x more likely to win!

Eric Fisher • 20 hours ago

Aaron Iverson • 20 hours ago

Geoffrey Dean • 22 hours ago

Cameron Johnson



Decision Maker: Grass Valley City Council



5 Supporter Voices

The Issue

Item # 2.

I Rocky Duncan have spent a major part of my life at the Grass Valley Skate Park. Even before it officially opened, I was there, dedicating countless hours to shaping not only my love for skateboarding, but also to the building and improvement of this park. This park is more than concrete, ramps, and rails to the skateboarding community. It serves as a second home to us, a sanctuary giving us peace and reprieve. It's the lifeblood of the skateboarding community in Grass Valley, California.

The proposed destruction of the existing park as part of new construction plans would drastically impact our lives. It's not just about the inconvenience of closing the park for the duration of the construction process - it's about preservation. The current layout of the skate park is perfect in our eyes, meticulously designed, loved, and used by many from our community.

The call to action here is simple: ensure that any new constructions are additions to the current design, rather than a complete teardown. To keep the park open during these constructions, to respect the history and influence of this iconic spot, is what we are asking for. Additionally, agreed-upon repairs, such as fixing the cracked cement, the fence, and the water fountain, should be upheld to maintain the safe use of the park. Future enhancements including the addition of lights and bathrooms would also greatly benefit the users.

The skate park represents the heartbeat of the vibrant and active skateboarding community in Grass Valley. It is a testament to the resilience, creativity, and passion of us skateboarders, and it is as much a part of our stories as we are of its. Preserve the Grass Valley Skate Park and enable us to continue creating memories, sharing experiences, and furthering the culture of skateboarding in our beloved city.

Save our park, honor our history, and support the future of skateboarding in Grass Valley. Sign this petition.

Image by Bob White Skate Photography

[Report a policy violation](#)



Cynthia Duncan
Petition Starter

471 people signed this week

Sign petition

The Decision Makers

Page 13

Good evening city council. Thank you for holding this community meeting.

My name is Zarin Nicholas and I am a resident of Grass Valley.

I was at work while each of those meetings happened.

I would like to see Condon skatepark remain and to see the city of Grass Valley expand its skateable areas. I'd like to see additions to the existing park, and/or a new skatepark built in another part of the city - Possibly at one of the already existing public parks. I'd also like for a third-party evaluation to be done to determine whether the current Condon Skatepark can be kept and added onto. In any case, these are some of the features that I'd like to see incorporated into whatever skateable area is created.

- Rollers everywhere (moonscape)
- Various transitions everywhere (pockets, hips, quarters)
- Big Yuba River granite stone feature
- Granite rock coping (shallow end would be cool)
- Vert walls - Punk walls (noping, pool coping)
- More noping features
- Various bowls (pool coping)
- Bank to wall - Bank to curb
- Down rail 5+ stairs - Euro gap
- Volcanoes (noping)
- Manny pad, ledge, bank combination
- Flat bar
- Curbs around some of the perimeter
- Two sided steel coping spine

Changes that I consider a given - Shade structure, Water fountain, Condon bathrooms updated

Thank you for hearing me out.

Zarin Nicholas

~~Zarin Nicholas~~

(530) 913-7108

zarinc45@gmail.com



*Difference in Square Footage. 6k to 9k lost

2:42

5G

Item # 2.



Saturday
8:40 PM

Edit



Hanz Driscoll

3h · 🌐



If there's someone's opinion to listen to, regarding the new park design, it's Chris Senn.



Chris Senn

Looks kinda boring and standard nothing special at all I think it could be much better just my opinion. .lookslike no flow at all and that bowl looks like a accident waiting to happen .they should just add to the old park I think .

2h Like Reply



Chris Senn

A bowl in the center of a skatepark is never a good idea from my experience

2h Like Reply



Like



Comment



Send

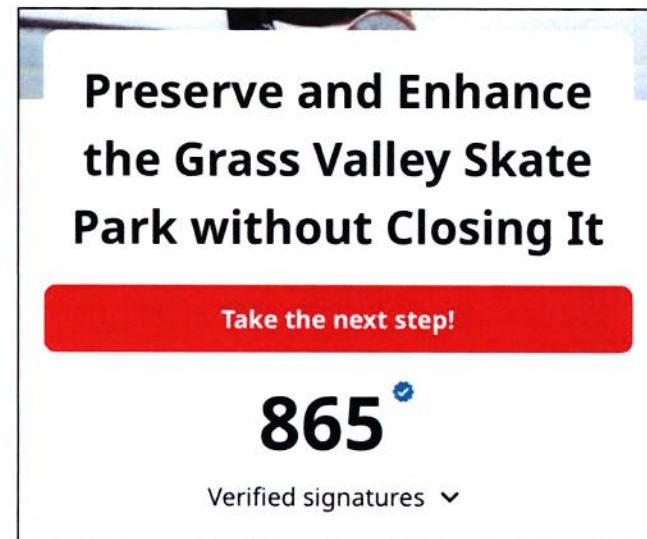


Share



Page 16

Over 860 people have signed a petition asking that the current Condon Skatepark be preserved and enhanced.



**Preserve and Enhance
the Grass Valley Skate
Park without Closing It**

Take the next step!

865 ✓

Verified signatures ▼

<https://chnng.it/Drgbb7vHsJ>

Submitted by : Orion Perez
(925) 300-5742
Orion 44P@gmail.com

→ I was present at each of the meetings that occurred last year.

Hundreds of community members and I would like to see:

- **The current Condon skatepark remain**
- **Additions and maintenance to the current park**
- **More skateable space in Grass Valley - not less**

A third-party evaluation could help to determine if this is possible.

We ask that:

- 1) A third party evaluation be conducted on the skatepark to determine if demolition is in fact needed**
- 2) City council delay the demolition of the skatepark until the completion of a third party evaluation**

If determined by a third party that our current skatepark must be demolished and rebuilt, we ask that:

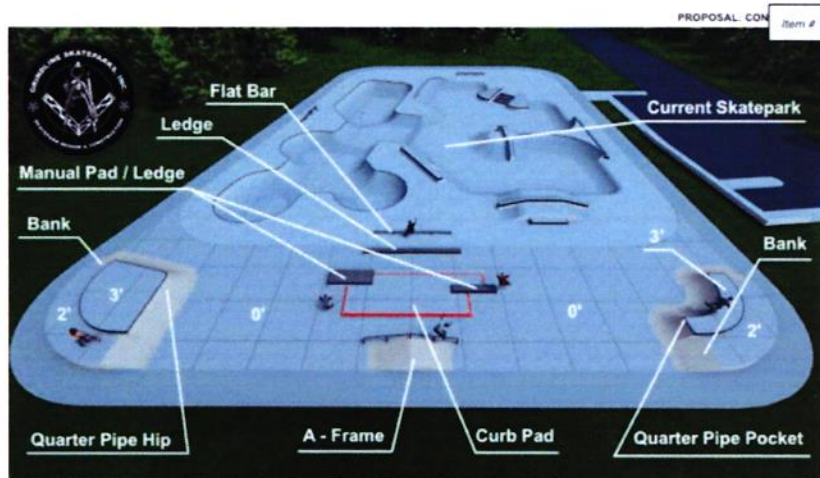
- **Another design be proposed in addition to the current one**
- **The community votes on which design it likes best**

The 3 meetings that were held between April 2024 and September 2024 included only one design created with *some* community input.

The following 4 pages will provide a breakdown of the designs that were presented to the community throughout the 3 meetings.

Community Meeting #1

- First designs provided having had no community input



Addition



Demolish & Rebuild

Meeting #2



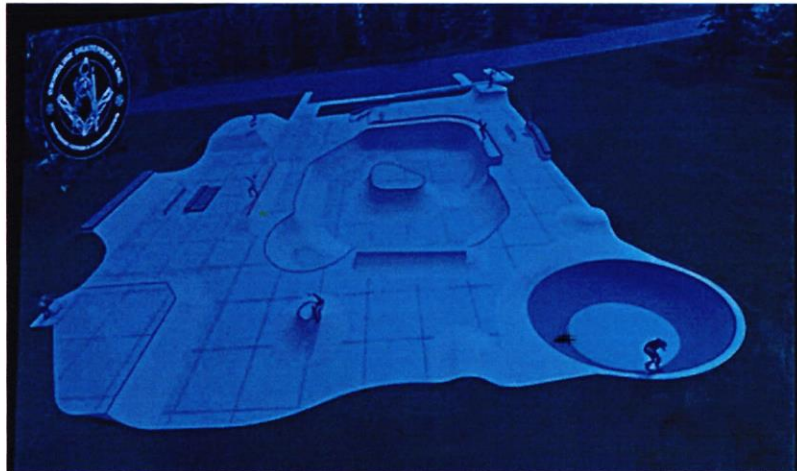
- One rebuild design created with *some* community input given in meeting 1
- No design provided for addition to the park

Meeting #3



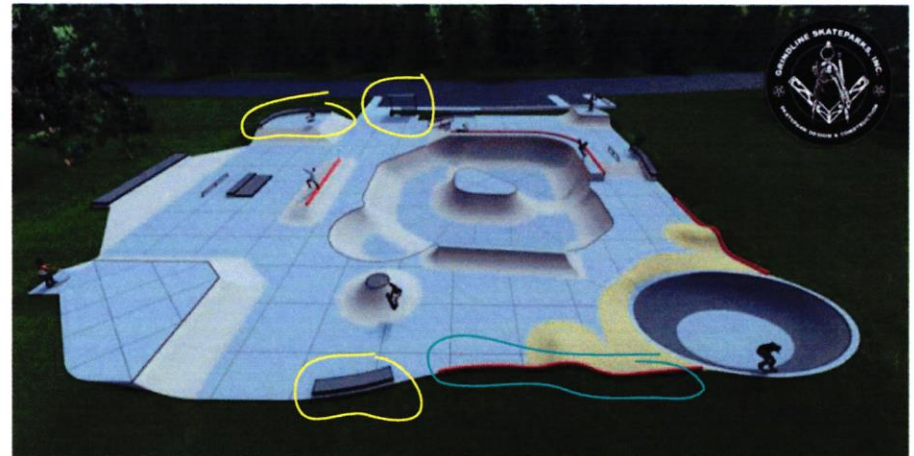
- Final design

Meeting #2



Initial Design

Meeting #3



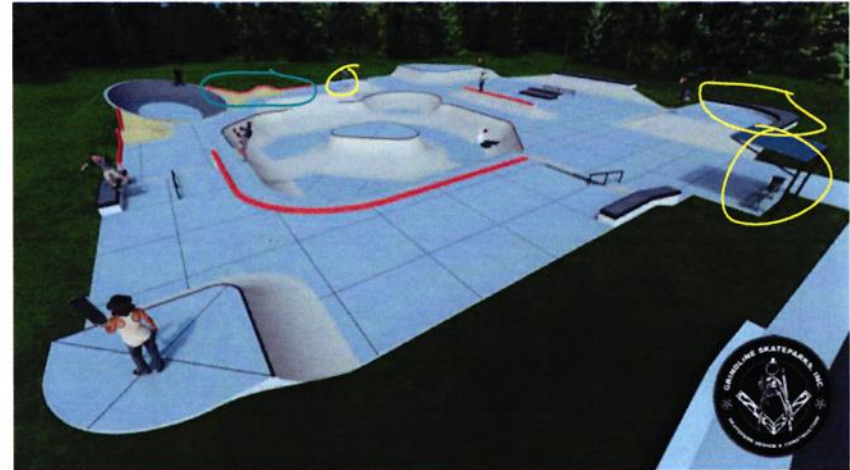
Final Design

Meeting #2



Initial Design

Meeting #3



Final Design

Overall,

- Little discussion held about addition. The community was immediately steered towards re-build
- Initial Design to Final Design = **Almost No Change**
- More than one design option could have been provided at meeting #2
- The number of people who were able to attend the meetings did not accurately reflect the number of people in this community - other modes of receiving community input could have been utilized

I reemphasize that myself and fellow members of this community would ultimately like to see:

- **The current Condon skatepark remain**
- **Additions and maintenance to the current park**
- **More skateable space in Grass Valley - not less**

We ask that:

- 1) **A third party evaluation be conducted on the skatepark to determine if demolition is in fact needed**
- 2) **City council delay the demolition of the skatepark until the completion of a third party evaluation**



City of Grass Valley City Council Agenda Action Sheet

Title: AB 481 - Military Equipment Annual Inventory and Report; renewal of ordinance #815

Recommendation: Approve the attached equipment inventory as well as the associated annual report, renew previously adopted ordinance #815 pursuant to requirements of AB-481

Prepared by: Alexander K. Gammelgard, Chief of Police

Council Meeting Date: 05/13/2025

Date Prepared: 05/08/2025

Agenda: Consent

Background Information: On 04/26/2022, the City Council heard and adopted its first reading of Ordinance #815 related to the police military equipment use policy (attached), pursuant to the requirements of AB-481, in accordance with Government Code 7070 et al. This was done to ensure the City of Grass Valley and its police department were in compliance with the new legislative changes. Now that we are multiple years into the policy, part of maintaining compliance is an annual report to City Council, updating the military equipment and policy as necessary, making the information public, and holding a meeting to discuss the policy and equipment with members of the public. The goal of this report and action of the Council is to ensure full compliance and transparency with the legislative requirements.

Analysis/Discussion:

There have been no legislative changes to Government Code 7070, GVPD Policy 706, and/or City of Grass Valley Ordinance 815 since their adoption.

Government Code Section 7070 (c) defines “Military equipment”. The attached Annual Inventory Report identifies equipment utilized by GVPD that matches those definitions. It also indicates the quantity of any equipment utilized during calendar year 2023, pursuant to the requirement of 7072(a). Additional information is included in the written report (attached).

The governing body shall only approve a military equipment use policy pursuant to this chapter if it determines all of the following:

- (A) The military equipment is necessary because there is no reasonable alternative that can achieve the same objective of officer and civilian safety.
- (B) The proposed military equipment use policy will safeguard the public’s welfare, safety, civil rights, and civil liberties.
- (C) If purchasing the equipment, the equipment is reasonably cost effective compared to available alternatives that can achieve the same objective of officer and civilian safety.
- (D) Prior military equipment use complied with the military equipment use policy that was in effect at the time, or if prior uses did not comply with the accompanying military equipment use policy, corrective action has been taken to remedy nonconforming uses and ensure future compliance.

Staff has reviewed these safeguards and finds that all of them have been met to the best of the police department’s knowledge, training, and experience.

The governing body (City Council) shall review any ordinance that it has adopted pursuant to this section approving the funding, acquisition, or use of military equipment at least annually and, vote on whether to renew the ordinance at a regular meeting. The governing body shall determine, based on the annual military equipment report submitted pursuant to Section 7072, whether each type of military equipment identified in that report has complied with the standards for approval set forth above. If the governing body determines that a type of military equipment identified in that annual military equipment report has not complied with the standards for approval, the governing body shall either disapprove a renewal of the authorization for that type of military equipment or require modifications to the military equipment use policy in a manner that will resolve the lack of compliance.

The police department believes that the military equipment used by, and in possession of, the police department, as well as the previously adopted policy and ordinance, complies with the standards of the law.

The police department will hold a public meeting no more than 30 days from the approval of this action item, where the general public may discuss and ask questions regarding the annual military equipment report and the law enforcement agency's funding, acquisition, or use of military equipment (Government Code 7072(b)). We will also post our annual report and associated documents to the police department webpage (Government Code 7072(a)).

Any item sought as documented on the attached Annual Inventory Report will be acquired utilizing departmental budgeted funds. In the case of UAS (drone) replacement, any request for acquisition in FY25/26 (calendar year 25) will come to the City council as an agenda item at a future meeting. Existing drone platforms are beyond their useful life, nearing end of life, or technology now exists for much more advanced platforms.

Council Goals/Objectives: The execution of this action attempts to achieve Strategic Goal #6 - Exceptional Public Safety

Fiscal Impact: Any costs will be budgeted in the police department budget, or made by special request if a need arises beyond acquisition requests included in this action.

Attachments:

- Annual Inventory Report
- Annual Military Equipment Report
- Ordinance #815
- Grass Valley Police Department Policy

Funds Available: Yes.

Account #: 100-201 and/or 200-201

Reviewed by:

GRASS VALLEY POLICE DEPARTMENT								
2024 Annual Inventory Report - AB 481 Defined Military Equipment						Fiscal Impact		
Item(s)	Quantity		Notes	Lifespan	Price per unit	Acquisition Cost for Existing Equipment	Fiscal 2025 Acquisition Cost	Estimated Annual Maintenance Costs
	Possess or Sought							
Section 1: Unmanned, remotely piloted, powered aerial or ground vehicles								
DJI Matrice 210	Inventory:	1	UAS (Drone) - <i>Expired</i>	3-5 Years		\$21,550.00		
DJI Mavic II Enterprise Pro	Inventory:	1	UAS (Drone)	3-5 Years		\$7,851.00		
DJI Spark	Inventory:	1	UAS (Drone) - <i>Expired</i>	3-5 Years		\$411.00		
SKYDIO SDRC2V1	Inventory:	1	UAS (Drone) - <i>Expired</i>	3-5 Years		\$2,680.18		
New Drone Platform	Inventory:	0	UAS (Drone)	3-5 years				
To Be Submitted to City Council before Acquisition	<i>Sought:</i>	TBD						
Part 107 License	Inventory:	5	Drone License (3 Renewals Due 2025)	2 years	\$75.00		\$225	
Section 2: Mine -resistant ambush-protected (MRAP) vehicles or armored personnel carriers								
Not Utilized		0						
Section 3: High mobility multipurpose wheeled vehicles (HMMWV)								
Not Utilized		0						
Section 4: Tracked armored vehicles								
Not Utilized		0						
Section 5: Command and Control vehicles								
Not Utilized		0						
Section 6: Weaponized aircraft, vessels, or vehicles of any kind								
Not Utilized		0						
Section 7: Battering rams, slugs, and breaching apparatuses (Explosives in nature)								
Not Utilized		0						
Section 8: Firearms of .50 caliber or greater (Not including shotguns)								
Not Utilized		0						
Section 9: Ammunition of .50 caliber or greater (Not including shotgun ammunition)								
Not Utilized		0						

Section 10: Specialized firearms and ammunition less than .50 caliber

12GA Less Lethal shotgun with LL Stock	Inventory:	1	Patrol Orange stock with sling	N/A	\$593.00	\$593.00
12GA Drag Stabilized Rounds	Inventory:	300	Bean Bag Rounds Model 3027	5 Years	\$7.50	\$1,785.00
	Deployed:	18	Training			
	End of Year	282	End of year inventory			
12GA Rubber Buck Shot	Inventory:	125	15 shot (load / charges)	5 Years	\$23.99	\$599.75
12GA CTS CS Liquid Barricade	Inventory:	28	Model 2330	5 Years	\$8.00	\$240.00
12GA Breaching Round	Inventory:	50	Defense Technology Model 3105	5 Years	\$7.95	\$477.00
	Inventory:	200	Hornady Tap Entry Frangible Slug	5 Years	\$202.03 (per 100)	\$202.03

* Price Per Unit represents current increase in pricing

Section 11: Any firearm or firearm accessory designed to launch explosives

Not Utilized 0

Section 12: 'Flashbang' grenades and explosive breaching tools, 'tear gas,' and 'pepper balls'

CTS Mini Flash-Bang	Inventory:	23	Model 7290M	5 years	\$48.01	\$1,104.23
	Deployed	4	Training			
	Expiring	7	Expiring in 2025			
	End of Year	19	End of year inventory			
	Sought:	12	Model 7290M	5 years	\$51.50	\$618.00
Defense Technology	Inventory:	11	Multi-Port plus Model 7000 Body	10 years	\$29.95	\$329.45
			Re-classified - training use only			
Defense Technology Charge	Inventory:	4	DD Reload Steel Collar Model 8901	5 Years	\$38.60	\$115.80
	Deployed:	4	Training			
	End of Year	0				
40mm CTS White Smoke Multi-Projectile (3)	Inventory:	4	Model 4213	5 Years	\$28.00	\$112.00
			Expiring in 2025			
40mm CTS Liquid CS	Inventory:	9	Model 4330 Barricade Projectile	5 Years	\$23.13	\$231.30
	Deployed:	1	Training			
	End of Year	8	End of year inventory			
	Expiring:	8	Expiring in 2025			
	Sought:	12	Model 4330 Barricade Projectile	5 years	\$30.96	\$371.52
CTS Baffled Riot CS Smoke	Inventory:	10	Model 5230B	5 Years	\$38.50	\$385.00
	Expiring:	10	Expiring in 2025			
	Sought:	10	Model 5230B	5 years	\$50.48	\$605.76
Defense Tech White Smoke	Inventory:	4	Han-Ball Rubber Ball - Saf-Smoke	5 Years	\$32.95	\$131.80
			Expiring in 2025			

* Price Per Unit represents current increase in pricing

* Flash-Bang minimum order >12

Section 13: Taser Shockwave, microwave weapons, water cannons, and Long Range Acoustic Device (LRAD)

Not Utilized 0

Section 14: 40mm projectile launchers, 'bean bag,' rubber bullet, and specialty impact munition (SIM) weapons

40mm Defense Technology eXact iImpact	Inventory:	38	Model 6325 - Spouge Rounds	5 Years	\$26.50	\$1,192.50
	Expired/Expiring:	38	Expired 2024 / Expiring 2025			
	End of Year	18	Non-expired rounds			
	Sought:	40	Model 6325 - Spouge Rounds	5 years	\$31.50	\$1,248.00
Defense Technology 40mm Bean Bag Rounds	Inventory:	12	Model 6025	5 Years	\$28.15	\$337.80
	Deployed	2	Training			
	Expiring:	12	Expiring in 2025			
	End of Year	10	End of year inventory			
Defense Tech 40mm Training Rounds	Inventory:	304	Model 6530	5 Years	\$5.37	\$1,363.98
	Deployed:	102	Annual re-certification / Training			
	End of Year	202				
40mm LMT Launcher	Inventory:	1	Tactical Readiness	N/A	\$1,025.00	\$1,025.00
40mm LMT Launcher	Inventory:	1	Patrol	N/A	\$819.00	\$819.00
40mm LMT Launcher	Inventory:	1	Patrol	N/A	\$819.00	\$819.00

* Price Per Unit represents current increase in pricing

*Inventory updated due to 2023 purchase

Section 15: Any other equipment as determined needing additional oversight

Not Utilized 0



GRASS VALLEY POLICE DEPARTMENT

129 S. Auburn Street • Grass Valley, CA 95945
(530) 477-4600 main • (530) 274-4329 fax

To: City of Grass Valley City Council
From: Alexander K. Gammelgard, Chief of Police
Subject: Annual Military Equipment Report

This report is prepared in accordance with department policy, and associated legislative requirements and is provided to the Grass Valley City Council and members of the public regarding the possession and use of certain equipment in the possession of the Grass Valley Police Department.

Government Code Section 7070 (c) - subsections 2, 3, 4, 5, 6, 7, 8, 9, 11, 13, and 15: There are no updates or impacts as no new equipment as defined in the above referenced sections is in the police department's possession or was purchased in calendar year 2024, and there is no intention to make any purchases of this type of military equipment during this calendar year (2025).

Government Code Section 7070 (c) - subsections 1, 10, 12, and 14: Below are items of military equipment as defined in Government Code Section 7070 (c) which have been in the possession of the police department since January of 2022, the use of which was approved pursuant to Ordinance #815, first considered and adopted by the City Council on April 26, 2022 (see attached).

Pursuant to 7072 (a), this report will outline, for each type of equipment, the following:

- (1) A summary of how the military equipment was used and the purpose of its use.
- (2) A summary of any complaints or concerns received concerning the military equipment.
- (3) The results of any internal audits, any information about violations of the military equipment use policy, and any actions taken in response.
- (4) The total annual cost for each type of military equipment, including acquisition, personnel, training, transportation, maintenance, storage, upgrade, and other ongoing costs, and from what source funds will be provided for the military equipment in the calendar year following submission of the annual military equipment report.

- (5) The quantity possessed for each type of military equipment.
- (6) If the law enforcement agency intends to acquire additional military equipment in the next year, the quantity sought for each type of military equipment.

Section 1, Unmanned, remotely piloted, powered aerial or ground vehicles:

(1) The police department DJI Matrice 210 UAS was not utilized in 2024 and is past its useful life. The DJI Mavic Enterprise was utilized twenty-one (21) times for incidents such as crime scene investigation, suspect apprehension, code enforcement, search and rescue assistance, City engineering, fire suppression and detection activities. The DJI Spark was not utilized, other than limited training and familiarization for interested operators. The Skydio was utilized three (3) times by for similar types of use as above.

(2) No complaints were reported.

(3) The DroneSense software platform records data and logs flight information for the Matrice 210 UAS. The Mavic platform records that it was used, but no additional flight or operator information. No violations of policy were identified. The police department is developing additional manual flight tracking data collection.

(4) Total Annual Costs

Acquisition: N/A - Previously acquired

Personnel: No specialized personnel - ancillary duty

Training: \$75 per operator x 4 operators (estimated)

Transportation: N/A

Maintenance: N/A

Storage: N/A

Upgrade: See below

Other ongoing costs: Unknown. Some additional maintenance costs may be required (see estimate in Annual Inventory Report)

Source of funds: City general funds allocated to the police department operating budget and training budget will be utilized.

The cost of a replacement to the DJI Matrice 210 UAS is approximately \$25,000.

(5) Refer to Attachment - 2024 Annual Inventory Report

(6) No purchases were made in 2024. The Grass Valley Police Department would like to purchase updated drone(s) and associated accessories in calendar year 2024. The current DJI Matrice 210 platform is no longer supported by DroneSense software, has been in service for more than 5 years, and new technology will assist in maintaining and improving our capabilities that have proven successful with our UAS program. Any purchase will be brought to the City Council for approval.

Section 10, Specialized firearms and ammunition less than .50 caliber:

(1) Eighteen (18), 12GA Drag Stabilized bean bag rounds were used for mandatory annual re-certification training. The additional equipment identified in Section 10, was not utilized.

(2) No complaints were reported.

(3) An audit of use in conjunction with training was conducted. No violations of policy were identified. The quantity of all items at year end match the documented quantity of use.

(4) Total Annual Costs

Acquisition: None acquired in 2024

Personnel: No specialized personnel - ancillary duty

Training: Specialized training is required to become an instructor for some items of this equipment. Should a trainer's certification expire or they no longer are available to train, another department member may seek training, the cost of which is not known at this time as training opportunities, locations, and costs are only known once available.

Transportation: N/A

Maintenance: N/A

Storage: N/A

Upgrade: N/A

Other ongoing costs: Not anticipated.

Source of funds: City general funds allocated to the police department operating budget and training budget will be utilized.

(5) Refer to Attachment - 2024 Annual Inventory Report

(6) Refer to Attachment - 2024 Annual Inventory Report

Section 12, 'Flashbang' grenades and explosive breaching tools, 'tear gas,' and 'pepper balls':

(1) See Inventory report Section 12.

(2) No complaints were reported.

(3) No violations of policy were identified. A use log is completed for every deployment.

(4) Total Annual Costs

Acquisition: See Inventory report Section 12

Personnel: See Inventory report Section 12

Training: N/A

Transportation: N/A

Maintenance: N/A

Storage: N/A

Upgrade: N/A

Other ongoing costs: Not anticipated.

Source of funds: City general funds allocated to the police department operating budget and training budget will be utilized.

(5) Refer to Attachment - 2024 Annual Inventory Report

(6) See Inventory report Section 12 for quantity sought of each device

Section 14, 40mm projectile launchers, 'bean bag,' rubber bullets, and specialty impact munition (SIM) weapons:

(1) See Inventory report Section 14.

(2) No complaints were reported.

(3) No violations of policy were identified.

(4) Acquisition: See Inventory report Section 14.

Personnel: No specialized personnel - ancillary duty

Training: N/A

Transportation: N/A

Maintenance: N/A

Storage: N/A

Upgrade: N/A

Other ongoing costs: Not anticipated.

Source of funds: City general funds allocated to the police department operating budget and training budget will be utilized.

(5) Refer to Attachment - 2024 Annual Inventory Report

(6) See Inventory Report Section 14.

CITY COUNCIL OF THE CITY OF GRASS VALLEY

ORDINANCE NO. 815

AN ORDINANCE OF THE CITY COUNCIL OF THE
CITY OF GRASS VALLEY ADOPTING A POLICY
FOR THE USE OF MILITARY EQUIPMENT BY THE
GRASS VALLEY POLICE DEPARTMENT

WHEREAS, on September 30, 2021, Governor Gavin Newsom signed into law Assembly Bill 481, relating to the use of military equipment by law enforcement agencies;

WHEREAS, Assembly Bill No. 481 ("AB 481"), codified as Government Code sections 7070 through 7075, requires law enforcement agencies to obtain approval from their governing body before requesting, funding, acquiring, using, or collaborating in the use of military equipment, as defined in Government Code section 7070;

WHEREAS, any elected body that oversees a law enforcement agency with military equipment must adopt a military equipment use policy by ordinance at a regular meeting held pursuant to open meeting laws;

WHEREAS, the elected body must make specific findings before approving a military equipment use policy;

WHEREAS, the Grass Valley Police Department's proposed Military Equipment Use Policy (the "Policy") is attached hereto as Exhibit "A" and incorporated herein by this reference;

WHEREAS, a draft Policy was presented to before the City Council on March 22, 2022; and

WHEREAS, the Policy was published on the Grass Valley Police Department's internet website on March 23, 2022, more than 30 days before the Policy was considered at a public hearing before the City Council on April 26, 2022; and

WHEREAS, a public engagement meeting was held by the Police Department, open to the public, related to the Police Department's possession and use of military equipment on April 7, 2022; and

WHEREAS, the Policy meets the requirements of California Government Code section 7070, subdivision (d).

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF GRASS VALLEY DOES HEREBY ORDAIN AS FOLLOWS:

SECTION I: DETERMINATIONS

The City Council finds recitals above are true and correct and incorporates them herein. Based on the recitals and the information provided to the City Council at the public hearing on the Military Equipment Use Policy, the City Council finds as follows:

1. The military equipment identified in the Military Equipment Use Policy is necessary because there are no reasonable alternatives that can achieve the same objectives of officer and civilian safety.
2. The Military Equipment Use Policy will safeguard the public's welfare, safety, civil rights, and civil liberties.
3. The military equipment identified in the Military Equipment Use Policy is reasonably cost effective compared to available alternatives that can achieve the same objective of officer and civilian safety.
4. All prior military equipment use complied with the City's policies that were in effect at the time, or if prior uses did not comply with the accompanying Military Equipment Use Policy, corrective action has been taken to remedy nonconforming uses and ensure future compliance.

SECTION II: IMPLEMENTATION

The City Council authorizes the Chief of Police to designate a Military Equipment Coordinator to implement the Policy.

SECTION III. SEVERABILITY.

If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this ordinance, or its application to any person or circumstance, is for any reason held to be invalid or unenforceable, such invalidity or unenforceability shall not affect the validity or enforceability of the remaining sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases of this ordinance, or its application to any other person or circumstance. The City Council of the City of Grass Valley hereby declares that it would have adopted each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof, irrespective of the fact that any one or more other sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases hereof be declared invalid or unenforceable.

SECTION IV. PUBLICATION AND EFFECTIVE DATE

This ordinance shall be published in accordance with applicable provisions of law, by either:

publishing the entire ordinance once in a newspaper of general circulation, published in the City of Grass Valley, within fifteen (15) days after its passage and adoption, or

publishing the title or appropriate summary in a newspaper of general circulation, published in the City of Grass Valley, at least five (5) days prior to adoption, and a second time within fifteen (15) days after its passage and adoption with the names of those City Councilmembers voting for and against the ordinance. This Ordinance shall become effective thirty (30) days from and after the date of its passage.

SECTION V. CEQA FINDINGS

This ordinance is exempt from the California Environmental Quality Act ("CEQA") under 14 Cal. Code Regs. Section 15061(b)(3) because it can be seen with certainty that there is no possibility that its adoption will have a significant adverse effect on the environment and under Section 15378 because this ordinance is not a project because it involves administrative activities that will not result in direct or indirect physical changes in the environment.

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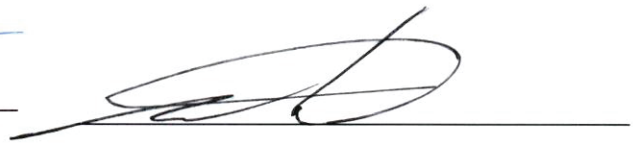
I HEREBY CERTIFY that the foregoing ordinance was duly and regularly adopted by the City Council of the City of Grass Valley, California, at a meeting thereof, held on the _____ day of _____, by the following vote, to wit:
 5th May

AYES: Councilmembers *Branstrom, Hodge, Iuy, Vice Mayor Arbockle, & Mayor Aguilar*
 NOES: Councilmembers *NONE*
 ABSTAIN: Councilmembers *NONE*
 ABSENT: Councilmembers *NONE*



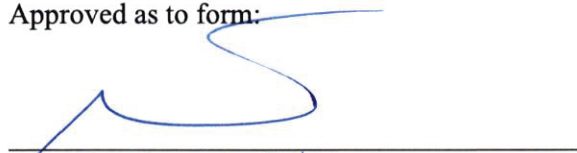
 City Clerk

City of Grass Valley



 Mayor of the City of Grass Valley

Approved as to form:



Michael G. Colantoni
 City Attorney of the City of Grass Valley

Military Equipment

706.1 PURPOSE AND SCOPE

The purpose of this policy is to provide guidelines for the approval, acquisition, and reporting requirements of military equipment (Government Code § 7070; Government Code § 7071; Government Code § 7072).

706.1.1 DEFINITIONS

Definitions related to this policy include (Government Code § 7070):

Governing body – The elected or appointed body that oversees the Department. (i.e. the Grass Valley City Council).

Military equipment – AB 481's definition of "military equipment" is not "equipment used by the military" or "equipment acquired from the military," but instead reaches 15 categories of equipment however acquired from whatever source:

1. Unmanned, remotely piloted, powered aerial or ground vehicles.
2. Mine-resistant ambush-protected (MRAP) vehicles or armored personnel carriers. However, police versions of standard consumer vehicles are specifically excluded from this subdivision.
3. High mobility multipurpose wheeled vehicles (HMMWV), commonly referred to as Humvees, two and one-half-ton trucks, five-ton trucks, or wheeled vehicles that have a breaching or entry apparatus attached. However, unarmored all-terrain vehicles (ATVs) and motorized dirt bikes are specifically excluded from this subdivision.
4. Tracked armored vehicles that provide ballistic protection to their occupants and utilize a tracked system instead of wheels for forward motion.
5. Command and control vehicles that are either built or modified to facilitate the operational control and direction of public safety units.
6. Weaponized aircraft, vessels, or vehicles of any kind.
7. Battering rams, slugs, and breaching apparatuses that are explosive in nature. However, items designed to remove a lock, such as bolt cutters, or a handheld ram designed to be operated by one person, are specifically excluded from this subdivision.
8. Firearms of .50 caliber or greater. However, standard issue shotguns are specifically excluded from this subdivision.
9. Ammunition of .50 caliber or greater. However, standard issue shotgun ammunition is specifically excluded from this subdivision.
10. Specialized firearms and ammunition of less than .50 caliber, including assault weapons as defined in Sections 30510 and 30515 of the Penal Code, with the exception of standard issue service weapons and ammunition of less than .50 caliber that are issued to officers, agents, or employees of a law enforcement agency or a state agency.

Military Equipment

11. Any firearm or firearm accessory that is designed to launch explosive projectiles.
12. 'Flashbang' grenades and explosive breaching tools, 'tear gas,' and 'pepper balls,' excluding standard, service-issued handheld pepper spray.
13. Taser Shockwave, microwave weapons, water cannons, and the Long Range Acoustic Device(LRAD).
14. The following projectile launch platforms and their associated munitions: 40mm projectile launchers, 'bean bag,' rubber bullet, and specialty impact munition (SIM) weapons.
15. Any other equipment as determined by a governing body or a state agency to require additional oversight.

706.2 POLICY

It is the policy of the Grass Valley Police Department that members of this department comply with the provisions of Government Code § 7071 with respect to military equipment.

706.3 MILITARY EQUIPMENT COORDINATOR

The Chief of Police should designate a member of this department to act as the military equipment coordinator. The responsibilities of the military equipment coordinator include but are not limited to:

- (a) Acting as liaison to the governing body for matters related to the requirements of this policy.
- (b) Identifying department equipment that qualifies as military equipment in the current possession of the Department, or the equipment the Department intends to acquire that requires approval by the city council.
- (c) Conducting an inventory of all military equipment at least annually.
- (d) Collaborating with any allied agency that may use military equipment within the jurisdiction of Grass Valley Police Department (Government Code § 7071).
- (e) Preparing for, scheduling, and coordinating the annual community engagement meeting to include:
 1. Publicizing the details of the meeting.
 2. Preparing for public questions regarding the department's funding, acquisition, and use of equipment.
- (f) Preparing the annual military equipment report for submission to the Chief of Police and ensuring that the report is made available on the department website (Government Code § 7072).
- (g) Establishing the procedure for a person to register a complaint or concern, or how that person may submit a question about the use of a type of military equipment, and how the Department will respond in a timely manner.

706.4 MILITARY EQUIPMENT INVENTORY

The following constitutes a list of qualifying equipment for the Department:

Military Equipment

See attachment: [Grass Valley PD Military Equipment List](#)

706.5 APPROVAL

The Chief of Police or the authorized designee shall obtain approval from the city council by way of an ordinance adopting the military equipment policy. As part of the approval process, the Chief of Police or the authorized designee shall ensure the proposed military equipment policy is submitted to the city council and is available on the department website at least 30 days prior to any public hearing concerning the military equipment at issue (Government Code § 7071). The military equipment policy must be approved by the city council prior to engaging in any of the following (Government Code § 7071):

- (a) Requesting military equipment made available pursuant to 10 USC § 2576a.
- (b) Seeking funds for military equipment, including but not limited to applying for a grant, soliciting or accepting private, local, state, or federal funds, in-kind donations, or other donations or transfers.
- (c) Acquiring military equipment either permanently or temporarily, including by borrowing or leasing.
- (d) Collaborating with another law enforcement agency in the deployment or other use of military equipment within the jurisdiction of this department.
- (e) Using any new or existing military equipment for a purpose, in a manner, or by a person not previously approved by the city council.
- (f) Soliciting or responding to a proposal for, or entering into an agreement with, any other person or entity to seek funds for, apply to receive, acquire, use, or collaborate in the use of military equipment.
- (g) Acquiring military equipment through any means not provided above.

706.6 COORDINATION WITH OTHER JURISDICTIONS

Military equipment used by any member of this Department shall be approved for use and in accordance with this Department policy. Military equipment used by other jurisdictions that are providing mutual aid to this Department, or otherwise conducting law enforcement activities in this jurisdiction, shall comply with their respective military equipment use policies in performing such actions.

706.7 ANNUAL REPORT

Upon approval of a military equipment policy, the Chief of Police or the authorized designee shall submit a military equipment report to the city council for each type of military equipment approved within one year of approval, and annually thereafter for as long as the military equipment is available for use (Government Code § 7072).

The Chief of Police or the authorized designee shall also make each annual military equipment report publicly available on the department website for as long as the military equipment is available for use. The report shall include all information required by Government Code § 7072 for the preceding calendar year for each type of military equipment in department inventory.

Military Equipment

706.8 COMMUNITY ENGAGEMENT

Within 30 days of submitting and publicly releasing the annual report, the Department shall hold at least one well-publicized and conveniently located community engagement meeting, at which the Department should discuss the report and respond to public questions regarding the funding, acquisition, or use of military equipment.



City of Grass Valley City Council Agenda Action Sheet

Title: Direction to file annual reports for Landscaping and Lighting Districts (LLD) and Benefit Assessment Districts (BAD) for Fiscal Year 2025-26

Recommendation: It is recommended that the City Council adopt five Resolutions (2025-11, 2025-12, 2025-13, 2025-14, and 2025-15) directing the filing of the annual reports for Landscaping and Lighting Districts (LLD) - Annual Assessments for Fiscal Year 2025-26 and Benefit Assessment Districts (BAD) - Annual Assessments for Fiscal Year 2025-26.

Prepared by: Jennifer Styczynski, Deputy Finance Director

Council Meeting Date: 05/13/2025

Date Prepared: 05/07/2025

Agenda: Consent

Discussion: To continue funding the maintenance of improvements within the City's Landscaping and Lighting Districts and Benefit Assessment Districts, an annual assessment must be levied and submitted to the Nevada County Tax Roll. The revenues from the Landscaping and Lighting District assessments support the maintenance of landscaping, related structures, landscape utilities, street lighting, and administrative costs within each district. The revenues from the Benefit Assessment District assessments cover storm drain maintenance and administrative costs within their respective districts.

Directing the City Engineer to prepare the annual reports is the first step in the process of placing these assessments on the tax roll.

Council Goals/Objectives: The Landscape and Lighting Districts and Benefit Assessment Districts annual assessments supports the Strategic Plan - City Infrastructure Investment by covering costs for community-specific structures and services.

Fiscal Impact: To be determined once the reports are completed.

Funds Available: N/A

Account #: N/A

Reviewed by: City Manager

Attachments: Resolutions (5)

RESOLUTION NO. 2025 - 11

**RESOLUTION DIRECTING FILING OF ANNUAL REPORT PURSUANT TO THE LANDSCAPING AND
LIGHTING ACT OF 1972 ASSESSMENT DISTRICT NO. 1988-2
(RESIDENTIAL LANDSCAPING AND LIGHTING DISTRICT – MORGAN RANCH, VENTANA SIERRA,
SCOTIA PINES, MORGAN RANCH WEST, AND RIDGE MEADOWS)**

WHEREAS, the City Council of the City of Grass Valley, pursuant to the Landscaping and Lighting Act of 1972, has previously formed Assessment District No. 1988-2; and

WHEREAS, Section 22622 of the Streets and Highways Code requires the City Council to direct the preparation and filing of the annual Engineer's Report for said district.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Grass Valley as follows:

1. **Designation of Engineer of Work.** Bjorn Jones, P.E., the person designated by this Council as the Engineer of Work for Assessment District No. 1988-2, is hereby directed to prepare and file the annual Engineer's Report for Fiscal Year 2025-26, in accordance with the provisions of the Landscaping and Lighting Act of 1972.
2. **Authority.** This Resolution is adopted pursuant to Section 22622 of the Streets and Highways Code.

ADOPTED as a Resolution of the City Council of the City of Grass Valley at a regular meeting held on the 13th day of May, 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINING:

Hilary Hodge, Mayor

ATTEST:

Taylor Whittingslow, City Clerk

APPROVED AS TO FORM:

David Ruderman, City Attorney

RESOLUTION NO. 2025 - 12**RESOLUTION DIRECTING FILING OF ANNUAL REPORT PURSUANT TO THE BENEFIT
ASSESSMENT ACT OF 1982 ASSESSMENT DISTRICT NO. 2010-1
(MORGAN RANCH WEST)**

WHEREAS, the City Council of the City of Grass Valley has previously formed Benefit Assessment District No. 2010-1 (Morgan Ranch West) pursuant to the Benefit Assessment Act of 1982 (commencing with Section 54703 of the California Government Code; hereinafter referred to as the "1982 Act"); and

WHEREAS, the 1982 Act requires the preparation and filing of an annual Engineer's Report in connection with the levy of assessments for said district.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Grass Valley as follows:

1. **Designation of Engineer of Work.** Bjorn Jones, P.E., the person designated by this Council as the Engineer of Work for Benefit Assessment District No. 2010-1 (Morgan Ranch West), is hereby directed to prepare and file the annual Engineer's Report for Fiscal Year 2025-26 in accordance with the provisions of the Benefit Assessment Act of 1982.

ADOPTED as a Resolution of the City Council of the City of Grass Valley at a regular meeting held on the 13th day of May, 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINING:

Hilary Hodge, Mayor

ATTEST:

Taylor Whittingslow, City Clerk

APPROVED AS TO FORM:

David Ruderman, City Attorney

RESOLUTION NO. 2025 - 13**RESOLUTION DIRECTING FILING OF ANNUAL REPORT PURSUANT TO THE BENEFIT
ASSESSMENT ACT OF 1982 ASSESSMENT DISTRICT NO. 2003-1
(MORGAN RANCH UNIT 7)**

WHEREAS, the City Council of the City of Grass Valley has previously formed Benefit Assessment District No. 2003-1 (Morgan Ranch Unit 7) pursuant to the Benefit Assessment Act of 1982 (commencing with Section 54703 of the California Government Code; hereinafter referred to as the "1982 Act"); and

WHEREAS, the 1982 Act requires the preparation and filing of an annual Engineer's Report in connection with the levy of assessments for said district.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Grass Valley as follows:

1. **Designation of Engineer of Work.** Bjorn Jones, P.E., the person designated by this Council as the Engineer of Work for Benefit Assessment District No. 2003-1 (Morgan Ranch Unit 7), is hereby directed to prepare and file the annual Engineer's Report for Fiscal Year 2025-26 in accordance with the provisions of the Benefit Assessment Act of 1982.

ADOPTED as a Resolution of the City Council of the City of Grass Valley at a regular meeting held on the 13th day of May, 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINING:

Hilary Hodge, Mayor

ATTEST:

Taylor Whittingslow, City Clerk

APPROVED AS TO FORM:

David Ruderman, City Attorney

RESOLUTION NO. 2025 - 14

**RESOLUTION DIRECTING FILING OF ANNUAL REPORT PURSUANT TO THE LANDSCAPING AND
LIGHTING ACT OF 1972 ASSESSMENT DISTRICT NO. 1988-1
(COMMERCIAL LANDSCAPING AND LIGHTING DISTRICT – WHISPERING PINES AND
LITTON BUSINESS PARK)**

WHEREAS, the City Council of the City of Grass Valley, pursuant to the Landscaping and Lighting Act of 1972, has previously formed Assessment District No. 1988-1; and

WHEREAS, Section 22622 of the Streets and Highways Code requires the City Council to direct the preparation and filing of the annual Engineer's Report for said district.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Grass Valley as follows:

1. **Designation of Engineer of Work.** Bjorn Jones, P.E., the person designated by this Council as the Engineer of Work for Assessment District No. 1988-1, is hereby directed to prepare and file the annual Engineer's Report for Fiscal Year 2025-26, in accordance with the provisions of the Landscaping and Lighting Act of 1972.
2. **Authority.** This Resolution is adopted pursuant to Section 22622 of the Streets and Highways Code.

ADOPTED as a Resolution of the City Council of the City of Grass Valley at a regular meeting held on the 13th day of May, 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINING:

Hilary Hodge, Mayor

ATTEST:

Taylor Whittingslow, City Clerk

APPROVED AS TO FORM:

David Ruderman, City Attorney

RESOLUTION NO. 2025 - 15**RESOLUTION DIRECTING FILING OF ANNUAL REPORT PURSUANT TO THE BENEFIT
ASSESSMENT ACT OF 1982 ASSESSMENT DISTRICT NO. 2016-1
(RIDGE MEADOWS)**

WHEREAS, the City Council of the City of Grass Valley has previously formed Benefit Assessment District No. 2016-1 (Ridge Meadows) pursuant to the Benefit Assessment Act of 1982 (commencing with Section 54703 of the California Government Code; hereinafter referred to as the "1982 Act"); and

WHEREAS, the 1982 Act requires the preparation and filing of an annual Engineer's Report in connection with the levy of assessments for said district.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Grass Valley as follows:

1. **Designation of Engineer of Work.** Bjorn Jones, P.E., the person designated by this Council as the Engineer of Work for Benefit Assessment District No. 2016-1 (Ridge Meadows), is hereby directed to prepare and file the annual Engineer's Report for Fiscal Year 2025-26 in accordance with the provisions of the Benefit Assessment Act of 1982.

ADOPTED as a Resolution of the City Council of the City of Grass Valley at a regular meeting held on the 13th day of May, 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINING:

Hilary Hodge, Mayor

ATTEST:

Taylor Whittingslow, City Clerk

APPROVED AS TO FORM:

David Ruderman, City Attorney



City of Grass Valley City Council Agenda Action Sheet

Title: McCourtney Rd Active Transportation Project - Authorization to Bid

CEQA: Categorically Exempt - Section 15301 “Existing Facilities”

Recommendation: That Council 1) approve the findings that the project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA); 2) approve the project plans; and 3) authorize the advertisement for bids

Prepared by: Bjorn P. Jones, PE, City Engineer

Council Meeting Date: 05/13/2025

Date Prepared: 05/08/2025

Agenda: Consent

Background Information: The McCourtney Rd Active Transportation Project involves construction of a shared use path along the south side of McCourtney Rd from Allison Ranch Rd to Brighton St and along the west side of Brighton St approximately 800 feet to the north. Associated work includes drainage improvements, curb ramps, pavement replacement, resurfacing and striping, and roadside signage.

The street improvements associated with this project are exempt from environmental review pursuant to Section 15301 “Existing Facilities” of the CEQA Guidelines.

Copies of the plans and specifications for the McCourtney Rd Active Transportation Project are available for review in the Engineering Division office at City Hall. The total project cost is estimated at \$1,200,000.

The award of a construction contract is anticipated to occur in Summer 2025, with construction to follow shortly after. Staff requests that Council approve the project plans and authorize the bidding process for construction of this project.

Council Goals/Objectives: The McCourtney Rd Active Transportation Project executes portions of work tasks towards achieving/maintaining Strategic Plan Goal - City Infrastructure Investment.

Fiscal Impact: The McCourtney Rd Active Transportation Project is fully funded in the FY 2024/25 Budget with a \$1,242,517 Congestion Mitigation and Air Quality grant

Funds Available: Yes

Account #: 300-406-63450

Reviewed by: ____ City Manager

Attachments: N/A



City of Grass Valley City Council Agenda Action Sheet

Title: Out-of-state training: Crimes Against Women Conference in Dallas, TX

CEQA: This is not a project

Recommendation: Council approve the out-of-state training for a Grass Valley Police Officer

Prepared by: Clint Lovelady, Police Sergeant

Council Meeting Date: 05/13/2025

Date Prepared: 05/07/2025

Agenda: Consent

Background Information:

The Nevada County District Attorney's Office has been awarded a grant to establish a Family Justice Center in Nevada County. A portion of this grant funding will be dedicated to law enforcement training.

The Nevada County District Attorney's Office will attend the Crimes Against Women conference in Dallas, Texas, from May 19 to 22, 2025 and is offering to sponsor one police officer from the Grass Valley Police Department. Upon return, the officer will continue to work collaboratively with our Family Justice Center partners. The grant will cover the officer's airfare, hotel accommodations, and daily per diem expenses.

Staff requests approval to send a police officer to this out-of-state training.

Council Goals/Objectives: This action supports Council's Strategic Goal: High Performance Government and Quality Service as well as Exceptional Public Safety.

Fiscal Impact: N/A

Funds Available: Yes

Account #: N/A

Reviewed by:

Attachments: Training brochure



REGISTER NOW

20TH ANNUAL
CONFERENCE ON CRIMES AGAINST WOMEN

MAY 19-22, 2025

SHERATON HOTEL | DALLAS, TEXAS



JUSTIFICATION KIT

www.conferencecaw.org/registration-2025



City of Grass Valley City Council Agenda Action Sheet

Title: Adoption of Local Responsibility Area Fire Hazard Severity Zone Maps as determined by Cal Fire

CEQA: Not a project

Recommendation: That Council holds first hearing of Ordinance 835, waive full reading and read by Title only, hereby designating the Local Responsibility Area Fire Hazard Severity Zone Maps as recommended by the California Department of Forestry and Fire Protection pursuant to Government Code Section 51178,

Prepared by: Mark Buttron- Fire Chief

Duane Strawser-Community Risk Reduction
Manager

Council Meeting Date: 05/13 2025

Date Prepared: 05/01/2025

Agenda: Public Hearing

Background Information:

On March 11, 2025, the City Council received a detailed report and presentation regarding the new LRA Fire Hazard Severity Zone maps prepared by the Office of the State Fire Marshal (OSFM). The City actively sought and incorporated public feedback through its website, emails, and in-person comments during the City Council meeting.

Ordinance 835 adopts the LRA Fire Hazard Severity Zone maps in alignment with requirements for local agencies and will be submitted to the Board of Forestry and Fire Protection.

This report outlines the requirements established under existing state law regarding the designation of fire hazard severity zones in LRA as mandated by OSFM.

According to Government Code Sections 51177 to 51179, the OSFM must prepare, and release recommended maps delineating fire hazard severity zones. Local agencies within the designated areas are obligated to follow specific procedures to ensure compliance and public involvement.

Requirements for Local Agencies

Upon receiving the recommended maps, local agencies must undertake the following actions:

- **Public Review and Comment (Within 30 Days)**

Local agencies are required to make the recommended maps available for public review and comment within 30 days of receipt. This ensures that community members have an opportunity to engage with and provide feedback on the fire hazard severity designations.

- **Adoption of Recommended Maps (Within 120 Days)**

Local agencies must adopt the recommended fire hazard severity map by local ordinance within 120 days. This process formalizes the designation and allows local governance to address fire safety measures appropriately.

- **Submission of Documents (Within 30 Days of Adoption)**

Following the adoption of the ordinance, local agencies must submit the ordinance and any other required documentation to the Board of Forestry and Fire Protection within 30 days. This step is essential for maintaining state oversight and ensuring compliance with fire safety regulations.

Limitations on Fire Hazard Severity Designations

It is crucial to note that local agencies may only increase the level of fire hazard severity as identified by the OSFM. **They are prohibited from decreasing the severity level in any designated area.**

Criteria for Designation

The OSFM categorizes areas into moderate, high, and very high fire hazard severity zones based on several factors, including:

- Fuel loading
- Slope
- Fire weather conditions
- Wind patterns identified as significant contributors to wildfire spread

The updated fire hazard severity zone mapping significantly expands the areas designated as high and very high fire hazard severity zones within the City compared to the 2008 mapping. Additionally, new areas have been identified and classified as high and moderate severity zones. These updates reflect changes in risk assessment due to factors such as evolving wildfire behavior, climate conditions, and urban growth.

Information on the new Local Responsibility Area maps and overview can be found at

www.cityofgrassvalley.com/post/fire-hazard-severity-zones-2025

Council Goals/Objectives: Exceptional Public Safety consistent with the City of Grass Valley Strategic Plan

Fiscal Impact: None

Funds Available: N/A

Account #:

Reviewed by:

Attachments: Ordinance 835, Grass Valley Local Responsibility Area Fire Hazard Map,
Grass valley High Fire hazard Severity Zones Map

ORDINANCE NO. 835

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GRASS VALLEY TO DESIGNATE FIRE HAZARD SEVERITY ZONES

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GRASS VALLEY:

1. The City of Grass Valley ("City") hereby designates the Fire Hazard Severity Zones as recommended by the California Department of Forestry and Fire Protection pursuant to Government Code Section 51178.
2. The map, approved by the City, is hereby incorporated by reference, and entitled "City of Grass Valley Fire Hazard Severity Zones." Dated _____.
3. The official map is also located electronically on the following website:

www.cityofgrassvalley.com/post/fire-hazard-severity-zones-2025
4. This Ordinance shall be in full force and effect 30 days after its adoption under Article VII, § 2 of the Grass Valley City Charter.
5. The City Clerk shall certify to the passage and adoption of this Ordinance and shall cause the same to be published once in The Union, a newspaper of general circulation printed, published, and circulated within the City.

INTRODUCED and first read at a regular meeting of the City Council on the 13 day of May 2025.

FINAL PASSAGE AND ADOPTION by the City Council of the City of Grass Valley was at a meeting held on the ____ day of _____ 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINING:

Hilary Hodge, Mayor

APPROVED AS TO FORM:

ATTEST:

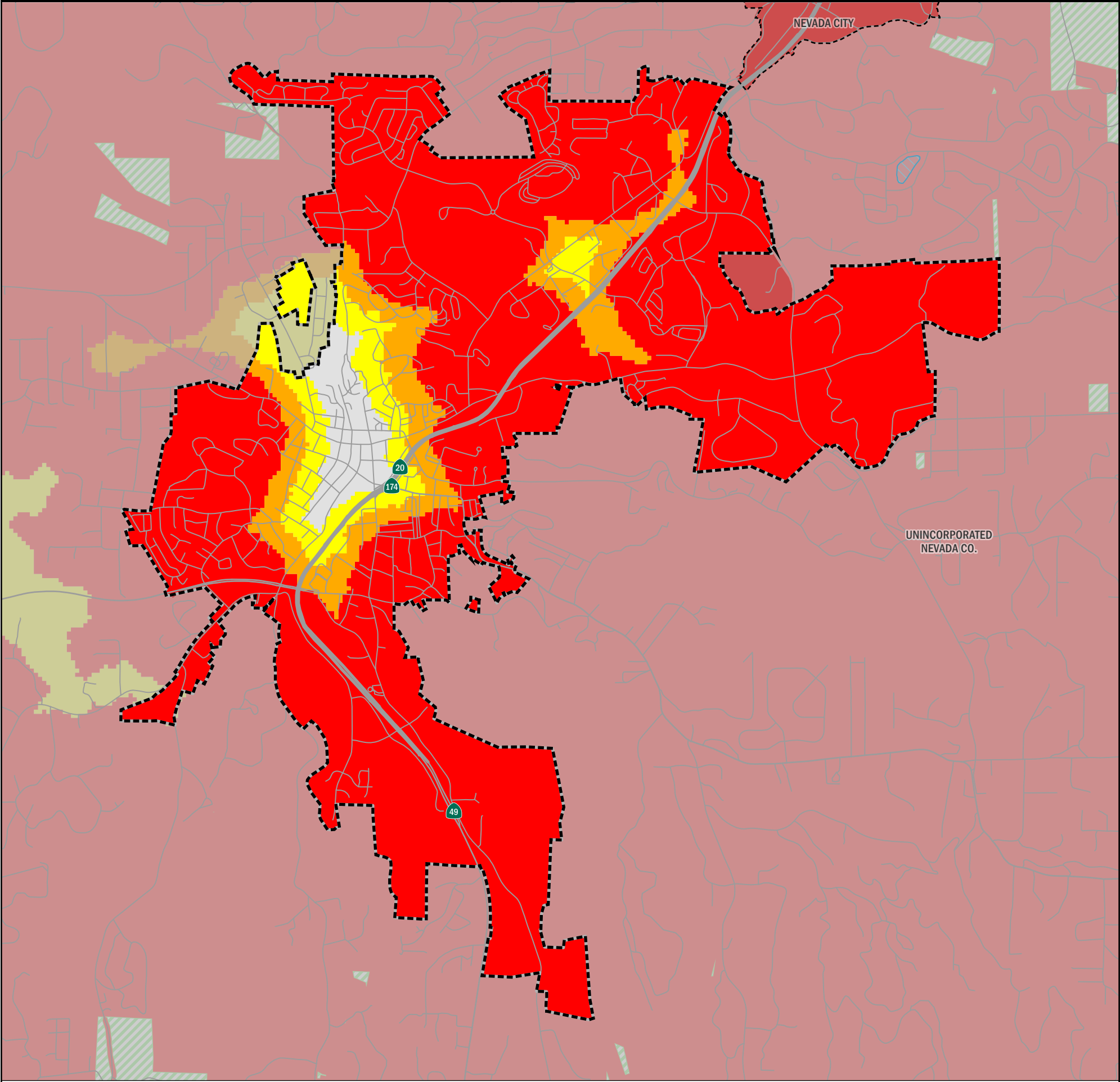
David J. Ruderman, Asst. City Attorney

Taylor Whittingslow, City Clerk



Local Responsibility Area Fire Hazard Severity Zones

As Identified by the
State Fire Marshal
January 22, 2025

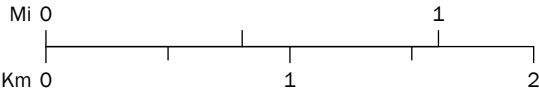


Fire Hazard Severity Zones (FHSZ) in Local Responsibility Area (LRA), as Identified by the State Fire Marshal

Very High High Moderate

Fire Hazard Severity Zones in State Responsibility Area (SRA), Effective April 1, 2024

Very High High Moderate



Projection: NAD 83 California Teale Albers
Scale: 1:31,000 at 11" x 17"

- Incorporated City
- Unzoned LRA
- Waterbody
- Federal Responsibility Area (FRA)

Government Code section 51178 requires the State Fire Marshal to identify areas in the state as moderate, high, and very high fire hazard severity zones based on consistent statewide criteria and based on the severity of fire hazard that is expected to prevail in those areas. Moderate, high, and very high fire hazard severity zones shall be based on fuel loading, slope, fire weather, and other relevant factors including areas where winds have been identified by the Office of the State Fire Marshal as a major cause of wildfire spread.

The State of California and the Department of Forestry and Fire Protection make no representations or warranties regarding the accuracy of data or maps. Neither the State nor the Department shall be liable under any circumstances for any direct, special, incidental, or consequential damages with respect to any claim by any user or third party on account of, or arising from, the use of data or maps.

Gavin Newsom, Governor, State of California
Wade Crowfoot, Secretary for Natural Resources, CA Natural Resources Agency
Joe Tyler, Director/Fire Chief, CA Department of Forestry and Fire Protection
Daniel Berlant, State Fire Marshal, CA Department of Forestry and Fire Protection

Data Sources:
CAL FIRE Fire Hazard Severity Zones (FHSZSRA23_3, FHSZLRA_25_1)
CAL FIRE State Responsibility Areas (SRA25_1)
City and County boundaries as of 10/22/24 (CA Board of Equalization)



City of Grass Valley City Council Agenda Action Sheet

Title: Appeal Review of Hearing Officer's Decision - Denial of Tobacco Retail License Renewal for Hot Spot Smoke Shop - Continuation

CEQA: Not a project

Recommendation: That the City Council conduct a hearing to consider the appeal filed by Hot Spot Smoke Shop regarding the denial of its Tobacco Retail License renewal, and take appropriate action to uphold, modify, or overturn the Hearing Officer's decision.

Prepared by: Taylor Whittingslow, Deputy City Manager

Council Meeting Date: 05/13/2025

Date Prepared: 04/17/2025

Agenda: Administrative

Background Information:

Hot Spot Smoke Shop, located at 440 Colfax Avenue, held a valid Tobacco Retail License (TRL) issued by the City of Grass Valley, which expired on February 11, 2025. The licensee failed to submit a timely and complete renewal application and was also found to be in violation of local and state tobacco laws during a compliance inspection. Based on these factors, the renewal of the license was denied on March 7th, 2025.

The business appealed the denial on March 12, 2025, and the matter was heard by a Hearing Officer pursuant to Grass Valley Municipal Code (GVMC) Section 5.56.140 on March 27th, 2025. The Hearing Officer issued a written decision denying the appeal on March 31, 2025.

On April 9th, 2025, the City Clerk received a timely request for City Council review under GVMC Section 5.56.160, along with the required appeal fee and the written appeal outlining the grounds for review. The matter has been scheduled for Council consideration within the required 30-day window.

SUMMARY OF HEARING OFFICER'S DECISION:

The Hearing Officer made the following Findings of Fact:

1. Hot Spot Smoke Shop's TRL expired on February 11, 2025.

2. The renewal of the application and fees were due by January 11, 2025.
3. The application was received on February 24, 2025, over 40 days late—and was incomplete.
4. The required late fee was not included.
5. A February 25, 2025, compliance check revealed illegal flavored vape products stored behind the sales counter in violation of:
 - GVMC Section 5.56.030(A) & (B)
 - California Health and Safety Code Section 104559.5(b)(1)

Conclusion:

The Hearing Officer concluded that the business failed to meet renewal deadlines and was actively violating tobacco laws, justifying the denial of the renewal. The appeal was denied, and the business was prohibited from continuing tobacco sales without a valid license.

APPELLANTS CLAIMS FOR REVIEW:

In a written appeal submitted by Raja Singh on behalf of Hot Spot Smoke Shop, the following points were raised:

1. Licensing Deadline Confusion:

- The appellant states they attempted to renew the license before February 11, 2025, but were told by a staff member that there was "about a month and a half" left on the license.
- Based on this guidance, they returned later, but after the renewal deadline had passed.
- They argue the late submission was unintentional and caused by miscommunication.

2. Unintentional Possession of Prohibited Products:

- The appellant states the flavored vape pens were purchased from a large wholesale distributor.
- They were unaware that the products violated local or state law.
- Upon learning of the violation, they immediately disposed of all non-compliant items.

3. Alleged Errors in the Hearing Officer's Decision:

- The appellant asserts that the Hearing Officer did not fully consider the circumstances surrounding the late filing.

- They request leniency based on their corrective action and intent to comply with regulations in the future.

4. Request for Relief:

- The appellant requests that the City Council either overturn or modify the decision and permit license renewal.
- They assert that Hot Spot Smoke Shop is a responsible business committed to following all laws moving forward.

COUNCIL'S OPTIONS UNDER GVMC 5.56.160:

Pursuant to GVMC Section 5.56.160(B) and (C), the City Council may:

1. **Deny the appeal** and uphold the Hearing Officer's decision.
2. **Grant the appeal** and order the renewal of the license.
3. **Modify the terms** and impose conditions on the license.
4. **Reject the findings** and conduct a de novo hearing, allowing full reconsideration with or without new evidence.

The Council's determination must be accompanied by findings of fact and conclusions of law. These may incorporate the Hearing Officer's findings by reference.

At the April 22nd meeting, the appellant, Hot Spot Smoke Shop, requested that the meeting be put on the May 13th meeting.

Council Goals/Objectives: This item executes portions of work tasks towards achieving/maintaining the Strategic Plan - Productive and Efficient Workforce

Fiscal Impact: N/A

Funds Available: N/A

Account #: N/A

Reviewed by: City Manager

Attachments:

- Non-Renewal Letter
- Notice of Determination (March 31, 2025)
- Hearing Officer's Written Decision
- Appellant's Written Request for Review
- GVMC Section 5.56.160

* SENT MARCH 7, 2025

Item # 8.



City of Grass Valley Police Department

"Dedication, Excellence and Partnerships"

Alexander K. Gammelgard
Chief of Police

March 7, 2025

Hot Spot Smoke Shop
Attn: Manjit Kay & Shah Ji, Inc.
440 Colfax Avenue
Grass Valley, CA 95945

Notice of non-renewal

I have received your application for a renewal of your Tobacco Retail License dated February 24, 2025. I am denying your application under the authority of Grass Valley Municipal Code 5.56.070 for the following reasons:

- **Late and Incomplete Application:** Your Grass Valley Tobacco Retail License expired on February 11, 2025. Per GVMC 5.56.080 (C), your application for renewal was due with fees paid by January 11, 2025. However, your renewal application was not submitted until February 24, 2025. Per GVMC 5.56.080 (C1) & (C2), late submissions incur a late fee of 50% of the initial licensing fee and a signed affidavit as required in section. The late fee and affidavit were not submitted with the late application. In addition, the late application was not signed by the Owner/Applicant.
- **Observed Violations:** On February 25, 2025, a GVPD Officer arrived at your location to complete a compliance check and finalize the issuance process. While in your store, he witnessed Hot Spot Smoke Shop actively offering for sale illegal tobacco products (flavored vape pens) from a duffle bag hidden behind the sales counter. This was a violation of:
 - GVMC 5.56.030 (A)
 - GVMC 5.56.030 (B)
 - California Health & Safety 104559.5(b)(1)

When confronted about the illegal activity, the employee lied, obstructed, and delayed the officer in an attempt to conceal the criminal behavior.

For these reasons, your application for renewal of your Tobacco Retail License is denied.

A handwritten signature in blue ink, appearing to read "Steve Johnson", is written over a horizontal line.

Steve Johnson
Deputy Chief of Police



CITY OF GRASS VALLEY
ADMINISTRATION
125 East Main Street
Grass Valley, CA 95945
(530)274-4310

Council Member Item # 8.
Hilary Hodge, Mayor
Haven Caravelli, Vice Mayor
Jan Arbuckle
Tom Ivy
Joseph Bonomolo

April 1, 2025

Raja Sinsh
159 Joerschke Dr.,
Grass Valley, CA 95945

Subject: Notice of Decision for Appeal of Non-Renewal at Hot Spot Smoke Shop

Dear Mr. Sinsh,

Pursuant to Grass Valley Municipal Code Section 5.56.140, this letter serves as formal notice that the hearing officer has issued a written decision regarding your appeal concerning the denial of renewal of a tobacco retailer's license for Hot Spot Smoke Shop, located at 440 Colfax Ave. The decision has been filed with my office as of March 31st, 2025. A copy of the hearing officer's written decision is enclosed for your records.

Finality of Determination in accordance with Section 5.56.150:

- If this decision pertains to the denial of a renewal, suspension, or revocation of a tobacco retailer's license, it shall become final ten (10) days after service of this notice, unless a request for City Council review is filed within that period.

Right to Appeal; Under Section 5.56.160, you have the right to request a review by the City Council. To do so, you must file a written request with my office within ten (10) calendar days from the date of service of this notice. Your request must:

1. State in detail the reasons for your appeal and specify any errors alleged in the hearing officer's decision.
2. Include a copy of the hearing officer's decision.
3. Be accompanied by the required appeals processing fee, which is \$432.00.

Upon receipt of a valid request, a City Council review will be scheduled within thirty (30) calendar days, and you will be notified of the date and time at least ten (10) days in advance. The City Council may choose to uphold, modify, or overturn the hearing officer's decision, and their determination shall be final.

If you have any questions regarding this matter or the appeal process, please contact my office at 530-274-4716 or taylorw@cityofgrassvalley.com.

Sincerely,

Taylor Whittingslow, City Clerk
City of Grass Valley
Enclosure: Hearing Officer's Decision



APPEAL HEARING OFFICER'S DECISION

Hot Spot Smoke Shop – Tobacco Retail License Renewal with City of Grass Valley

Hearing Date: March 27, 2025, at 1 pm

Date of Decision: March 31, 2025

I. Introduction

This matter came before the Hearing Officer on appeal by Hot Spot Smoke Shop regarding the City of Grass Valley's denial of the renewal of its Tobacco Retail License (TRL). The appeal was heard pursuant to the City of Grass Valley Municipal Code and applicable state law.

II. Findings of Fact

1. Hot Spot Smoke Shop's Tobacco Retail License expired on February 11, 2025.
2. The renewal application and required fees were due by January 11, 2025, in accordance with the City of Grass Valley Municipal Code.
3. The renewal application was not received by the City until February 24, 2025, more than 40 days past the deadline.
4. The application submitted was incomplete and did not include the required late fee.
5. On February 25, 2025, a compliance check conducted by a Grass Valley Police Officer at Hot Spot Smoke Shop found illegal tobacco products (flavored vape pens) being offered for sale, and hidden behind the sales counter in a bag, in violation of:
 - Grass Valley Municipal Code Section 5.56.030(A) & (B).
 - California Health and Safety Code Section 104559.5(b)(1).

III. Analysis

The City of Grass Valley Municipal Code clearly outlines the requirements for submitting a timely and complete renewal application, along with the necessary fees, for a Tobacco Retail License renewal. Hot Spot Smoke Shop failed to comply with these requirements by not submitting the renewal application and fees as specified. Additionally, the applicant submitted a late and incomplete application without the required late fees. Furthermore, the discovery of illegal tobacco products during a compliance check constitutes a serious violation of both municipal and state law.

The attempted sale of prohibited tobacco products demonstrates a failure to comply with regulatory requirements and further justifies the denial of the license renewal. The City's licensing regulations are designed to protect public health and ensure responsible retail practices, which Hot Spot Smoke Shop failed to uphold.

IV. Decision

Based on the above findings and analysis, the appeal of Hot Spot Smoke Shop is DENIED. The denial is upheld on the grounds that:

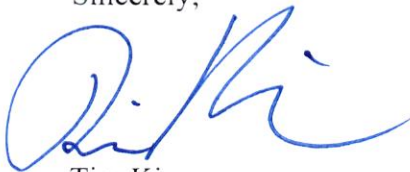
1. The renewal application was not submitted by the required deadline.
2. The application submitted was incomplete and did not include the required late fee.
3. The business was found in possession of and offering for sale illegal tobacco products, in violation of local and state law.

Accordingly, Hot Spot Smoke Shop's Tobacco Retail License shall remain expired and will not be renewed. The business is prohibited from selling tobacco products within the City of Grass Valley without a valid license.

V. Conclusion

This decision is final unless an appeal is made pursuant to the City of Grass Valley's appeal procedures. The City reserves the right to take further enforcement action if additional violations are discovered.

Sincerely,



Tim Kiser
City Manager
City of Grass Valley

Hot Spot Smoke Shop

Raja Sinsh
159 Joerschke Dr.,
Grass Valley, CA 95945

Formal Request for City Council Review of Tobacco Retailer's License

To:

City Clerk, Grass Valley
125 East Main Street
Grass Valley, CA 95945

Dear Ms. Whittingslow:

I, Raja Singh, respectfully submit this written appeal and request for City Council review of the Hearing Officer's decision dated March 31, 2025, which upheld the denial of Hot Spot Smoke Shop's Tobacco Retail License renewal. Enclosed is a copy of the Hearing Officer's decision, along with the required appeal processing fee of \$432.00.

1. Reasons for Appeal

1. Licensing Deadline Confusion

When I attempted to renew the license before its February 11, 2025 expiration, a staff member informed me that the store still had about a month and a half remaining on the current license. I was instructed to return later, closer to the expiration date.

Unfortunately, by the time I returned, the filing deadline had already passed, leading to our renewal application being submitted late. Had we been informed accurately, we would have renewed on time and included all necessary fees.

2. Unintentional Possession of Illegal Products

Regarding the flavored vape pens discovered during the compliance check on February 25, 2025, we purchased these products from a large wholesale retailer and were unaware that they contained prohibited flavors. Once we became aware of their illegality, we immediately disposed of all remaining similar items. We sincerely regret this oversight and are committed to preventing such an incident in the future by carefully checking product labels and verifying compliance with all local and state regulations.

2. Alleged Errors in the Hearing Officer's Decision

- We believe the Hearing Officer's decision did not fully consider the staff member's guidance that contributed to our late filing. Our delay was not intentional; it was influenced by the misunderstanding that we had additional time before the license expired.
- While the presence of flavored vape pens is certainly a serious matter, we took swift corrective action by removing the products entirely upon learning of their prohibited status. We ask for leniency given our prompt compliance once informed.

3. Request for Relief

We respectfully request that the City Council overturn or modify the Hearing Officer's decision and allow us to renew our Tobacco Retailer's License. Hot Spot Smoke Shop has been a responsible business in Grass Valley, and we are committed to adhering to all regulations moving forward.

Thank you for your time and consideration. Please let me know if any additional documentation or information is required. I can be reached at (409) 991- 4417 or by email at singhreja2005@yahoo.com.

Sincerely,

Signature
Raja Singh
Owner, Hot Spot Smoke Shop
440 Colfax Ave., Grass Valley, CA 95945

5.56.130 Appeals.

- A. An applicant for a tobacco retailer's license, or a licensee may file an appeal from the following:
 - 1. The denial of an initial application for, or application for renewal of, a tobacco retailer's license;
 - 2. The revocation or suspension of a tobacco retailer's license.
- B. The appeal must be in writing on a form provided by the city, shall state the specific reasons for the appeal and the grounds asserted for relief, and be accompanied by a nonrefundable appeals processing fee set by city council resolution. The appeal shall be filed with the city clerk within ten calendar days of receipt of the notice providing the grounds for the appeal. The failure to file an appeal within the time or in the manner prescribed in this section, or to include the appeals processing fee, waives the right to appeal.
- C. The appeals processing fee shall be set by resolution of the city council, as amended from time to time.

(Ord. No. 708, § II, 11-24-2009)

5.56.140 Hearing before hearing officer.

- A. Upon timely receipt of a written request for a hearing, the city clerk shall schedule a hearing which shall be held no later than thirty calendar days after receipt of the request for hearing.
- B. The city clerk shall serve a notice of hearing on the licensee at least ten calendar days prior to the scheduled date of the hearing.
- C. The chief shall have the burden of proof during the hearing, and shall prove by a preponderance of the evidence that the violations leading to suspension or revocation, or denial of the application, exist.
- D. At the conclusion of the hearing, the hearing officer shall prepare a written decision which either grants or denies the appeal and contains findings of fact and conclusions of law. The written decision shall be filed with the city clerk not later than seven calendar days following the date on which the hearing is closed. The city clerk shall, within three days of the filing of such decision, serve the applicant or licensee with notice and copy of the written decision.
- E. The provisions of the California Administrative Procedure Act (Government Code § 11500 et seq.), and the formal rules of evidence do not apply at the hearing. Any and all evidence which the chief or hearing officer deems reliable, relevant and not unduly repetitious may be considered.

(Ord. No. 708, § II, 11-24-2009)

5.56.150 Finality of determination.

- A. With respect to appeals from the denial of an initial application for a tobacco retailer's license, the hearing officer's decision is final upon service of the hearing officer's decision on the appellant.
- B. With respect to an appeal from the denial of a renewal of a tobacco retailer's license, or from the revocation or suspension of a tobacco retailer's license, the hearing officer's decision is final ten days after service of the hearing officer's decision on the appellant, unless city council review is requested either by the chief or appellant.

(Ord. No. 708, § II, 11-24-2009)

5.56.160 Request for review by city council.

- A. To request city council review of the hearing officer's decision, the applicant for a license, license holder, or chief shall file a written request with the city clerk within ten days following the date of service of the hearing officer's decision. The request for review shall state in detail the reasons for review and the error alleged in the hearing officer's decision, and include a copy of the hearing officer's decision attached to the request for review, and an appeals processing fee as set by city council resolution.
- B. Upon receipt of a request for review by city council, the city clerk shall schedule city council review not later than thirty calendar days following the date of filing of the notice of appeal. The city clerk shall provide notice of the time and date of the hearing to the appellant at least ten days in advance. The city council shall be authorized to deny the introduction of evidence and decide the matter after oral argument presented during the hearing, to admit supplementary evidence with respect to challenges or particular findings, or reject the findings and conclusions and conduct a de novo hearing. The determination by the city council granting or denying the appeal shall be final and shall be accompanied by findings of fact and conclusions of law, which may consist of an adoption by reference of those by the hearing officer.
- C. The city council is authorized to order the issuance or renewal of a license, may order the revocation of the license, suspend the license or order the license to remain in effect upon such terms and conditions as in the discretion of the city council are necessary and appropriate.

(Ord. No. 708, § II, 11-24-2009)



City of Grass Valley City Council Agenda Action Sheet

Title: Historical Commission Quarterly Update

CEQA: Not a project

Recommendation: That Council receives quarterly update from Historical Commission.

Prepared by: Taylor Whittingslow, Deputy City Manager

Council Meeting Date: 5/13/2025

Date Prepared: 5/8/2025

Agenda: Administrative

Background Information:

1. Free Historic Walking Tours of Grass Valley

- a. April 12— 74 people attended the 90 minute tour
- b. May 10th
- c. June 14th, July 12th (Albrecht), August 10th, Sept 13th and Oct 11th (Albrecht)

2. Fundraising Complete for the Honoring of Peggy and Howard Levine (Next steps?)

3. Heritage Homes Reprinting Update

4. Historic designation for Narrow Gauge Railroad Trestle Abutment on Olympia Creek

5. Lake Olympia Discussion

6. Redesigning the Walking Tour with budget constraints (donation funded)

- a. Finalization of walking tour brochure
- b. Golden Pasty— going to proceed with the process
- c. Plaques on buildings
- d. Finalizing Storymaps for digital presence

7. Grass Valley's Annual Historic Award

As presented at the last quarterly update, the Commission would like to recommend the adoption of an Annual Historic Award. The Commission has adopted the following wording.

“Awarded annually by City Council, on the recommendation of the Historic Commission, to a person/persons or business who has enhanced and/or preserved the historical significance of the City of Grass Valley whether through writing, research or physical enhancement.”

We hope the Council would adopt the aforementioned criteria. The Commission has secured funding for the plaque (see attached image)

To jump start this award, the Commission would initially recommend that the first award be presented to Teresa Poston who has served on the Historic Commission for the past twenty years and whose name and participation is on nearly every historic action and activity in the City of Grass Valley over the past few decades.

Council Goals/Objectives: This executes portions of work tasks to achieve/maintain the Strategic Plan—Open and Collaborative City Government.

Fiscal Impact: N/A

Funds Available: N/A

Account #: N/A

Reviewed by: City Manager

Attachments:



City of Grass Valley City Council Agenda Action Sheet

Title: Consider Adoption of Resolution No. 2025-10, which Adopts Procedures for Holding Public Hearings and Reporting on the City of Grass Valley’s Workforce Vacancies, and Recruitment and Retention Efforts in Compliance with Assembly Bill (“Ab”) 2561 (Gov. Code § 3502.3).

CEQA: Exempt per California Environmental Act (CEQA) Guideline, Section 15061(b)(3)

Recommendation: The City Council adopt Resolution No. 2025-10, which adopts procedures for holding public hearings and reporting on the City of Grass Valley’s workforce vacancies, and recruitment and retention efforts in compliance with Assembly Bill (“AB”) 2561 (Gov. Code § 3502.3).

Prepared by: Tim Kiser, City Manager

Council Meeting Date: 5/13/2025

Date Prepared: 05/07/2025

Agenda: Administrative

Background Information:

AB 2561 was introduced to address the issue of job vacancies in local government, which adversely affects the delivery of public services and employee workload. AB 2561 requires public agencies to hold at least one public hearing per fiscal year to discuss vacancies and recruitment and retention efforts. This report discusses the City’s legal obligations under the new law, which took effect on January 1, 2025. This report recommends the adoption of measures intended to ensure compliance with such legal obligations.

In compliance with the new legal obligations, the City of Grass Valley is required to do the following:

1. **Public Hearing:** At least once each fiscal year, at a public hearing before the Grass Valley City Council, the City shall present information regarding the status of vacancies and recruitment and retention efforts (Gov. Code § 3502.3(a)(1)) and identify any necessary changes to policies, procedures, and recruitment activities that may lead to obstacles in the hiring process (Gov. Code § 3502.3(a)(3)).

If the City of Grass Valley adopts an annual or multiyear budget during the fiscal year, this presentation must occur prior to the City of Grass Valley's adoption of the final budget for the City of Grass Valley (Gov. Code § 3502.3(a)(2).)

2. Employee Organization Participation: Allow the recognized employee organization for each bargaining unit at the City of Grass Valley to make presentations during the public hearing concerning vacancies and recruitment and retention efforts. (Gov. Code § 3502.3(b).)

3. Additional Reporting for High Vacancy Rates: If vacancies within a single bargaining unit meet or exceed 20% of authorized full-time positions in that bargaining unit, upon request of the recognized employee organization for that bargaining unit, the City of Grass Valley must provide additional information during the public hearing, including the following: (1) the total number of vacancies; (2) the number of applicants; (3) the average time to fill positions; and (4) opportunities to improve compensation and working conditions for employees in the bargaining unit. (Gov. Code § 3502.3(c).)

The Procedures for the Public Hearing on City of Grass Valley Vacancies and Recruitment and Retention Efforts ("Procedures"), attached hereto as Attachment 2, establish protocol for the City's public hearings on vacancies in order to ensure a fair, orderly, and efficient hearing process.

The Procedures set forth specific requirements concerning matters such as the provision of notice to recognized employee organizations regarding the public hearing and their right to make a presentation at the hearing, the length and order of the City of Grass Valley's and the employee organizations' presentations, and the standards of discourse during the public hearing.

Council Goals/Objectives: This item executes portions of work tasks towards achieving/maintaining the Strategic Plan - High Performance Government & Quality Service and Productive and Efficient Workforce.

Fiscal Impact: There is no impact associated with this item.

Funds Available: N/A

Account #: N/A

Reviewed by: City Manager

Attachments:

1. AB 2561 Legislative Text
2. Resolution No. 2025-10
3. City of Grass Valley Procedures for Public Hearing Regarding AB 2561

RESOLUTION 2025-10**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GRASS VALLEY ADOPTING PROCEDURES FOR PUBLIC HEARINGS ON CITY OF GRASS VALLEY VACANCIES AND RECRUITMENT AND RETENTION EFFORTS.**

WHEREAS, on January 1, 2025, Assembly Bill (“AB”) 2561 (Gov. Code § 3502.3) went into effect requiring public agencies to hold at least one public hearing per fiscal year to report on the City’s workforce vacancies, and recruitment and retention efforts; and

WHEREAS, AB 2561 requires the City of Grass Valley to present information regarding the status of vacancies and recruitment and retention efforts prior to the adoption of the final budget for the City of Grass Valley; and

WHEREAS, AB 2561 requires the City of Grass Valley to allow recognized employee organizations for each City bargaining unit to make presentations during the public hearing concerning vacancies and recruitment and retention efforts; and

WHEREAS, AB 2561 requires the City of Grass Valley, if requested, to provide additional information during the public hearing if vacancies within a single bargaining unit is 20% or more of the authorized full-time positions; and

WHEREAS, the City Council of City of Grass Valley desires to establish protocol and additional requirements for the City of Grass Valley’s public hearings pursuant to AB 2561, including the provision of notice to recognized employee organizations regarding the public hearing, the recognized employee organizations’ right to make a presentation at the hearing, the length and order of the presentations and the standards of discourse during the public hearing.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF GRASS VALLEY DOES RESOLVE AS FOLLOWS:

1. The City Council of the City of Grass Valley hereby adopts the Procedures for Public Hearings on City of Grass Valley Vacancies and Recruitment and Retention Efforts as set forth in Exhibit “A”.
2. The Resolution is hereby adopted and becomes effective and in full force immediately upon adoption.

ADOPTED as a Resolution of the City Council of the City of Grass Valley at a regular meeting held on the 13th day of May 2025 by the following vote:

AYES: Council Member
NOES: Council Member
ABSENT: Council Member
ABSTAINING: Council Member

Hilary Hodge, Chair

ATTEST:

Taylor Whittingslow, City Clerk

APPROVED AS TO FORM:

David J. Ruderman, City Attorney

CITY OF GRASS VALLEY
PROCEDURES FOR AB 2561 PUBLIC HEARINGS

Introduction and Scope:

Effective January 1, 2025, Government Code section 3502.3 requires the City of Grass Valley to present information on the status of vacancies at the City and the City's recruitment and retention efforts at a public hearing before City Council at least once per fiscal year.

Government Code section 3502.3 also requires the City of Grass Valley to identify during the public hearing any necessary changes to City policies, procedures, and recruitment activities that may contribute to obstacles in our hiring process.

At the public hearing, a recognized employee organization for a bargaining unit is entitled to make a presentation to the City Council addressing the status of vacancies and recruitment and retention efforts for positions within that bargaining unit.

The purpose of these procedures is to establish protocol for the City of Grass Valley's public hearings on vacancies in order to ensure a fair, orderly, and efficient hearing process.

The City reserves the right to schedule separate public hearings for different bargaining units, and is not limited to one public hearing to address all vacancies and recruitment and retention efforts within the City.

Notice Requirements:

1. When the City schedules a City Council hearing pursuant to the obligations set forth under Government Code section 3502.3 ("AB 2561 Hearing" or "Hearing"), the City of Grass Valley will notify in writing each recognized employee organization ("Employee Organization") about which the Hearing is being held that the City Council will hold an AB 2561 Hearing (the City and Employee Organization may hereafter be referred to collectively as "Parties"). The notice will provide each Employee Organization the opportunity to identify any negotiable impacts/effects regarding the City's compliance with Government Code section 3502.3 and the City's policy.
2. The City of Grass Valley will notify in writing each Employee Organization of the date, time and place of the Hearing at least 10 calendar days in advance of the Hearing, if the Hearing is regarding a bargaining unit represented by that Employee Organization. In the notice, the City of Grass Valley will inquire whether the Employee Organization intends to make a presentation to the City Council at the Hearing. The City will request that, for planning purposes, the Employee Organization provide written notice to the Human Resources Department at least 5

calendar days in advance of the Hearing indicating whether the Employee Organization intends to make a presentation at the Hearing.

The notice will also include information about the amount of time that the City Council has allotted to the Employee Organization(s) for the Employee Organization(s) presentation at the Hearing.

3. In the event the vacancy rate for a City bargaining unit is at least 20% of the total number of authorized full-time positions in the bargaining unit, the Employee Organization that represents the bargaining unit may request that the City present “additional information” related to the vacancies as permitted by Government Code section 3502.3, subd. (c). The City will request that the Employee Organization submit its request for the City’s presentation of such information to the Human Resources Department in writing at least 5 calendar days in advance of the Hearing. The “additional information” constitutes the following: (1) the total number of job vacancies within the bargaining unit; (2) the total number of applicants for vacant positions within the bargaining unit; (3) the average number of days to complete the hiring process from when a position is posted; and (4) opportunities to improve compensation and other working conditions.
4. The City will provide notice of the Hearing to the public in accordance with the Ralph M. Brown Act. (Gov. Code §§ 54950-54963.)
5. A staff report regarding vacancies and recruitment and retention efforts may be published as part of the agenda packet for the Hearing.
6. The City of Grass Valley and applicable Employee Organization(s) may agree to exchange presentation materials in advance of the Hearing.

Order of the Hearing:

The Hearing will proceed in the following order:

1. City of Grass Valley Presentation: The City of Grass Valley will present to the City Council information pursuant to the City’s obligations set forth under Government Code section 3502.3. The City’s presentation will be limited to 10 minutes for each bargaining unit about which the AB 2561 Hearing is held. The City of Grass Valley may choose to 1) present data on all applicable bargaining unit(s) at once, after which consolidated presentation, the applicable Employee Organization(s) will present; or 2) to present data for each applicable bargaining unit individually followed by the corresponding Employee Organization presentation.
2. Employee Organization Presentation: Following the City’s presentation, each applicable Employee Organization will have the opportunity to make a presentation for each of the applicable bargaining units that the Employee Organization represents. For each bargaining unit, the Employee Organization presentation will

be limited to 10 minutes and should not contain bargaining proposals to the City of Grass Valley on matters that have not been presented in bargaining.

3. Governing Body Questions: The City Council may ask questions of the City of Grass Valley and the Employee Organization presenter(s). The time spent for City Council questions and the Parties' responses to City Council questions will not be included in the Parties' 10 minute presentations.
4. Final City of Grass Valley Comments: Final City of Grass Valley comments will be limited to 3 minutes per bargaining unit and will take place following the Employee Organization presentation. The City may choose to 1) present final comments on all applicable bargaining unit(s) at once, after which consolidated presentation, the applicable Employee Organization(s) will present its final comments; or 2) to present final comments for each applicable bargaining unit individually followed by the corresponding Employee Organization final comments.
5. Final Employee Organization Comments: Following the City's final comments, each applicable Employee Organization will have the opportunity to make final comments for each of the applicable bargaining units that the Employee Organization represents. For each bargaining unit, the Employee Organization's final comments will be limited to 3 minutes per bargaining unit and should not contain bargaining proposals to the City of Grass Valley on matters that have not been presented in bargaining.
6. Public Comment: Public comment regarding the AB 2561 Hearing will be limited to 3 minutes per person and any other lawful restrictions on public comments that the City Council may impose.

Standards of Discourse:

The City Council should recognize that engaging with diverse perspectives is vital for effective governance and a vibrant community. To ensure full expression of such diverse perspectives, the City Council should provide that participants follow the principles of respectful and civil discourse.



City of Grass Valley City Council Agenda Action Sheet

Title: Mill Street Plaza Re-Staining and Sealing Project

CEQA: 15301 Existing Facilities Categorical Exemption

Recommendation: That the City Council (1) Direct staff to move forward with the maintenance project to re-stain and seal Mill Street Plaza Area; (2) approve quote received from the Concrete Doctor in the amount of \$96,939.00 for the re-staining and sealing; (3) authorize the City Manager prepare and executive an Agreement with the Concrete Doctor, subject to legal review; (4) approve the sole source procurement pursuant to Grass Valley Municipal Code 3.08.140 (requires 4/5 vote); (5) authorize the City Manager to approve change orders up to 10%; and (6) direct the Finance Director to make appropriate budget adjustments and/or transfers.

Prepared by: Tim Kiser, City Manager

Council Meeting Date: 5/13/2025

Date Prepared: 05/07/2025

Agenda: Administrative

Background Information: Mill Street Plaza, a central pedestrian corridor in downtown Grass Valley, is due for maintenance to preserve its appearance and improve its durability. The proposed project involves cleaning, etching, and re-staining the concrete surface throughout the Plaza. This process is intended to refresh the aesthetic appeal of the area and enhance the longevity of the concrete by allowing for better penetration and adherence of the new stain.

The work will include scrubbing and etching the concrete surface to prepare it for application of a high-quality, penetrating stain in multiple colors and coats. This approach not only revitalizes the visual character of the Plaza but also contributes to long-term maintenance efficiency.

To ensure the quality and consistency of this specialized work, staff is recommending a sole source contract with The Concrete Doctor, a contractor with demonstrated experience and familiarity with the Mill Street Plaza project and performed the original staining. Pursuant to Municipal Code Section 3.08.140, the sole source procurement requires a four-fifths (4/5) vote of the City Council.

In order to minimize disruption to regularly scheduled community events, staff is proposing to schedule this work after the July 4th holiday. Coordination will be conducted with the Grass Valley Downtown Association to ensure that the project

avoids conflicts with the Thursday Markets and other programmed events and minimizes impacts on local businesses and visitors.

Council Goals/Objectives: This item executes portions of work tasks towards achieving/maintaining the Strategic Plan - High Performance Government & Quality Service and Productive and Efficient Workforce.

Fiscal Impact: There are contingency funds available in this year's budget to cover the cost of this project.

Funds Available: Yes

Account #: 100-601-58000

Reviewed by: City Manager

Attachments:

- Quote



Concrete Doctor
Johnny Paulisin
Cell: (530)210-5154
P.O. Box 364
Applegate CA 95703

Date:04/10/2024

Proposal#041024-1

St.Lic#1051314

Bid Sent To:	City of Grass Valley
Attention:	Cathi Dykes
Contact:	916.952.8246

Job Name	Mill Street Re-Stain
Location:	Mill Street Grass Valley, Ca. 95945

Scope Of Work : Re-Stain and Seal (Spec N/A)

1.)	Scrub, clean and etch the concrete up to 4 times in order to open up the concrete sealed by bubbly gum release. Rinse, neutralize and apply stain (Multiple coats and colors). Seal with penetrating and topical sealer, two coats. Matte finish. Plastic and protect lamposts, seating, fencing and benches. Based on 4 phases. Each phase Sun-Thurs. Will be walkable Friday morning.	Based on: 21,542 S.F.	\$96,939.00
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ABOVE SCOPE OF WORK BASED ON ONE MOVE-IN.
 ADDITIONAL MOVE-INS SUBJECT TO A CHARGE OF: \$2,890.00

Scope Of Work : Maintenance (Spec N/A)

2.)	Power wash, Clean and touch up stain where needed and reseal concrete with two coats of sealer.	Based on: 21,542 S.F.	\$27,789.18
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ABOVE SCOPE OF WORK BASED ON ONE MOVE-IN.
 ADDITIONAL MOVE-INS SUBJECT TO A CHARGE OF: \$1,500.00

Scope Of Work : Wear Patterns (Spec N/A)

3.)	Scrub, clean and etch the concrete up to 4 times in order to open up the concrete sealed by bubbly gum release. Rinse, neutralize and apply stain (Multiple coats and colors). Seal with penetrating and topical sealer, two coats. Matte finish. Plastic and protect lamposts, seating, fencing and benches where needed. Based on 4 phases. Each phase Sun-Thurs. Will be walkable Friday morning. ONLY where color is faded in wear patterns!	Based on: 21,542 S.F.	\$57,086.30
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ABOVE SCOPE OF WORK BASED ON ONE MOVE-IN.
 ADDITIONAL MOVE-INS SUBJECT TO A CHARGE OF: \$1,500.00

Maintain a safe and clean jobsite at all times.

Special Notes:

- ❖ If excessive moisture and/or hydrostatic pressure from beneath the slab, the sealer will not prevent

efflorescence migration.

Sealer/clear coat may have some slight imperfections due to the environmental climate being off, g concrete, air quality, wavy concrete and unlevel concrete. As well as: Existing cracks, small holes imperfections in the existing concrete slab.

Item # 11.

- ❖ Scrubbing the concrete can not guarantee to take away permanent marks on the floor. (IE; Sharpie, Paint, Oil Marks, Tire Marks). If these marks need to be removed, you will need to request a change order to attempt to grind the marks away.
- ❖ For polished concrete the floor flatness level needs to be 40 ffl or greater in order to achieve the best results with all polished concrete.
- ❖ Ghosting of previous floor covering may be visible.
- ❖ You will see trenching, patching, cracks, aggregate and the natural look of concrete.
- ❖ We cannot guarantee joints or cracks due to subfloor movement.
- ❖ We cannot guarantee the floor to be perfectly level.
- ❖ We cannot guarantee salt and pepper aggregate, cream finish or a consistent look throughout the floor
- ❖ Any small samples, on anything other than the slab where we are to perform work, is to show what the concrete CAN look like. We can not guarantee the exact same look/polish/aggregate unless a sample is performed on a section of the floor to receive work.
- ❖ We CANNOT guarantee aggregate, floor level flatness has to be 50 or greater to achieve consistent aggregate finish
- ❖ If the concrete is too wavy to be ground flat, it will show a variation in polish and shine/pattern and even texture/character.
- ❖ If weekend or night work is needed an extra charge may occur. This bid is based on M-F day work.
- ❖ If heavier grind is needed there will be additional charge.

Exclusions:

- ❖ The General Contractor provides 110 power, water and lighting.
- ❖ Floors to be turned over to us broom cleaned by others
- ❖ Excludes all Mock-ups and samples if it is needed then there will be an additional charge per mock-up/sample
- ❖ Floor leveling and demo
- ❖ Excludes pit grouting
- ❖ Excludes saw cutting
- ❖ Excludes metals
- ❖ Excludes joints
- ❖ Excludes major floor prep
- ❖ Resurfacing
- ❖ Patching, Cracks and Joint Repair
- ❖ Efflorescence
- ❖ A removal of floor covering/ mastic removal
- ❖ Excludes vapor emissions
- ❖ Some existing concrete may need self leveling topping in order to achieve correct polishing. This will be an extra charge.

Any extra work other than what is in scope of work is an extra charge; Change order. We CANNOT perform extra work WITHOUT WRITTEN approval from the owner or contractor.

Any work not included in our bid and stated in our exclusion requires a job walk before any work asked otherwise of us can commence.

PLEASE SECURE BID PRICING WITHIN 30 DAYS OF RECEIVING.
UNSECURED BIDS ARE SUBJECT TO CHANGE DUE TO MATERIAL COST INCREASE.



City of Grass Valley City Council Agenda Action Sheet

Title: Condon Park Skatepark Project - Follow up

CEQA: Exempt - Section 15301 “Existing Facilities”

Recommendation: That the City Council receive an informational update on recent stakeholder meetings regarding the skatepark design and provide direction to staff on next steps.

Prepared by: Tim Kiser, City Manager

Council Meeting Date: 05/13/2025

Date Prepared: 05/08/2025

Agenda: Administrative

Background Information: On November 21, 2023, the City of Grass Valley issued a Request for Proposals (RFP) for Design-Build services for the Condon Park Skatepark Project. The RFP invited qualified firms to submit proposals for either a full replacement of the existing skatepark or a rehabilitation of the current facility with an expanded footprint, incorporating new features and amenities. Following a thorough evaluation, Grindline Skateparks, Inc. was ranked as the top firm, offering the best overall value and demonstrating a strong commitment to delivering a high-quality signature skatepark for the Grass Valley community.

On February 13, 2024, the City Council awarded a Design-Build contract to Grindline Skateparks, Inc. in the amount of \$1,500,000. During the initial phase of the project, Grindline Skateparks, Inc. conducted a site visit to evaluate the condition of the existing facility. Their assessment identified several significant issues, including extensive cracking, signs of potential settlement, and drainage concerns. Consequently, they concluded that the current skatepark conditions pose potential hazards and cannot be feasibly repaired. In recent roundtable discussions, Stakeholder groups including Nevada County Skate and Grass Valley Skatepark Coalition recognized these as valid issues.

From April through September 2024, the City and Grindline Skateparks, Inc. hosted a series of community meetings to gather public input and collaboratively shape the design. The new skatepark final conceptual design reflects the community’s feedback and priorities and aims to create an inclusive, modern, and durable facility for users of all skill levels. At recent meetings, stakeholders agreed the proposed design was great,

but some community insisted on keeping the existing skatepark and building the new park adjacent. At the meeting staff will present the pros and cons with this concept and the designer's comments.

This item is informational only. Should the City Council wish to consider modifications to the contract or the skatepark design in the future, such changes will be brought forward for discussion at a future regularly scheduled City Council meeting.

Council Goals/Objectives: This item executes portions of work tasks towards achieving/maintaining the Strategic Plan - Parks and Recreation.

Fiscal Impact: The project is funded through a Prop 64 Health and Safety Grant in the amount of \$1,500,000.

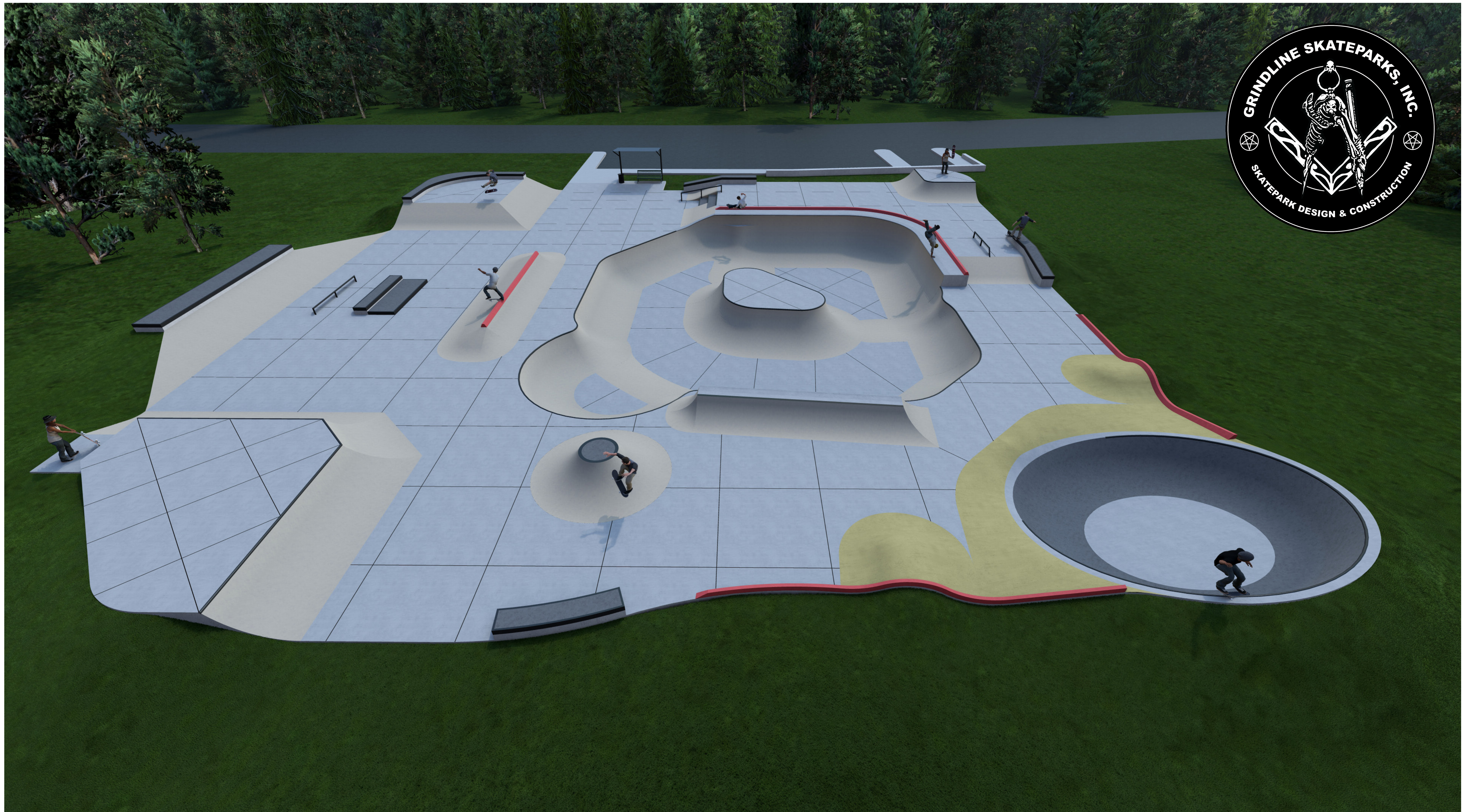
Funds Available: Yes

Account #: 206-406

Reviewed by: City Manager

Attachments:

- Grindline Final Design Exhibit



Grass Valley Skatepark Concept

Grass Valley, CA

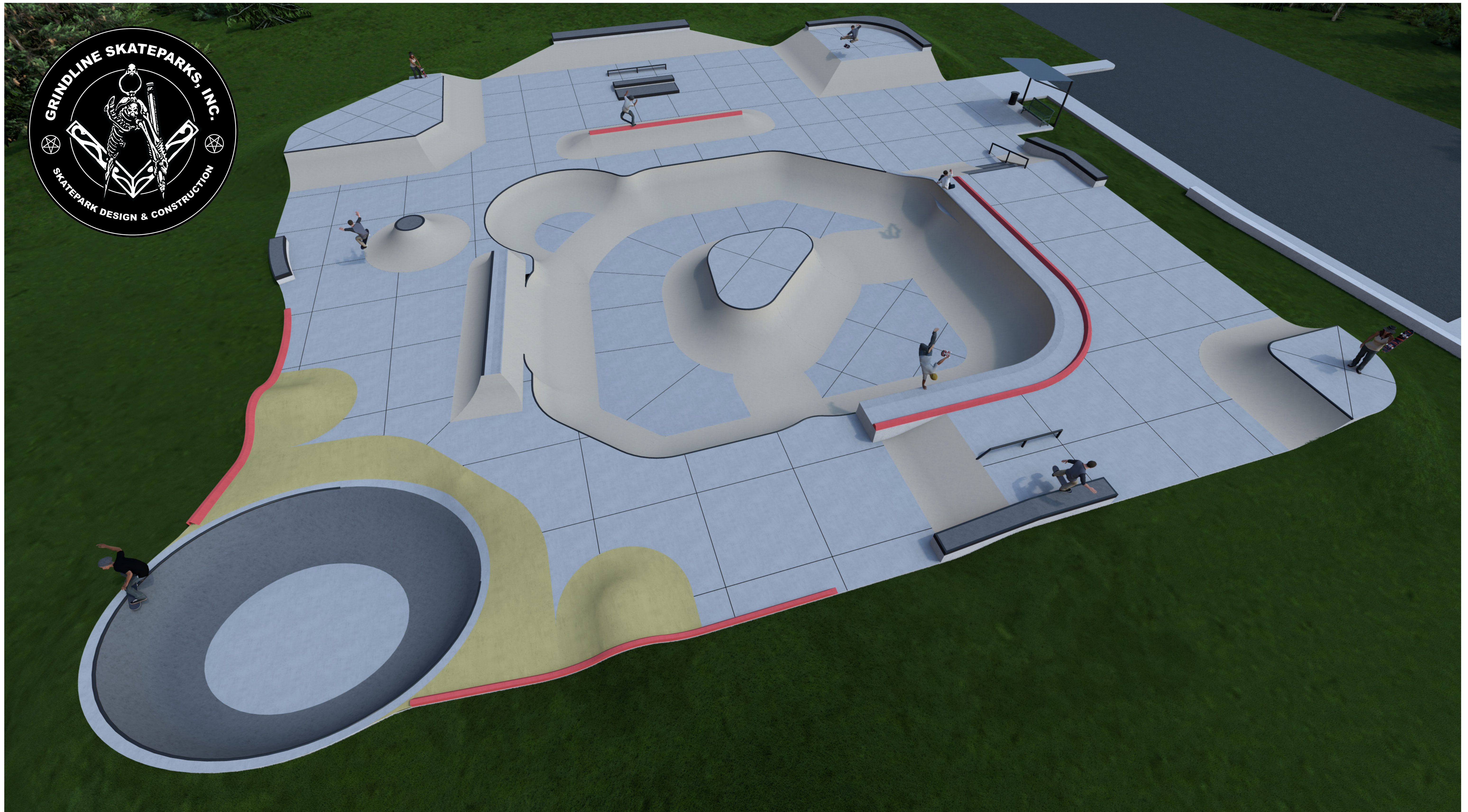
Grass Valley Skatepark Concept
FC072224 | July 22nd, 2024
inform@grindline.com | grindline.com



Grass Valley Skatepark Concept

Grass Valley, CA

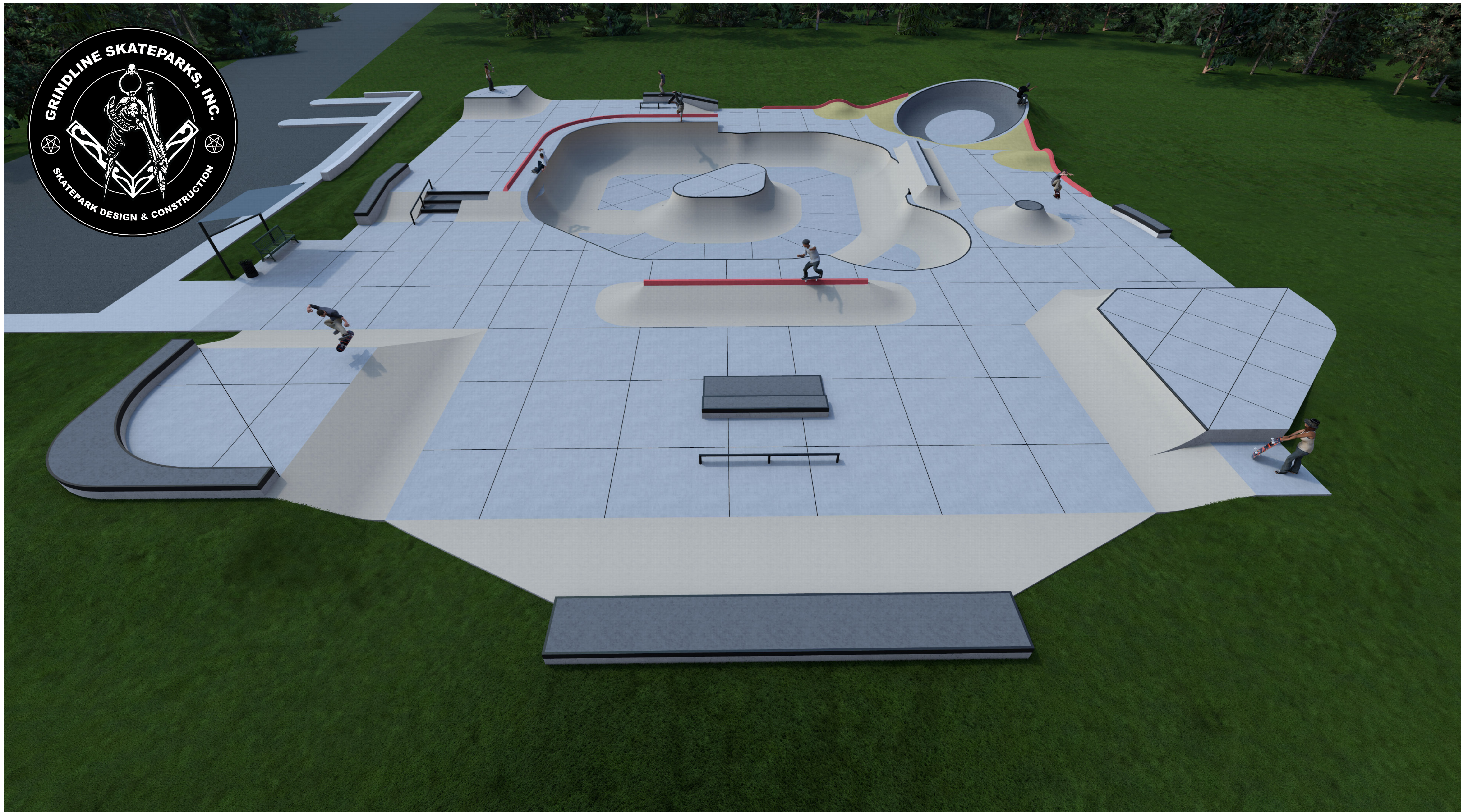
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Grass Valley Skatepark Concept

Grass Valley, CA

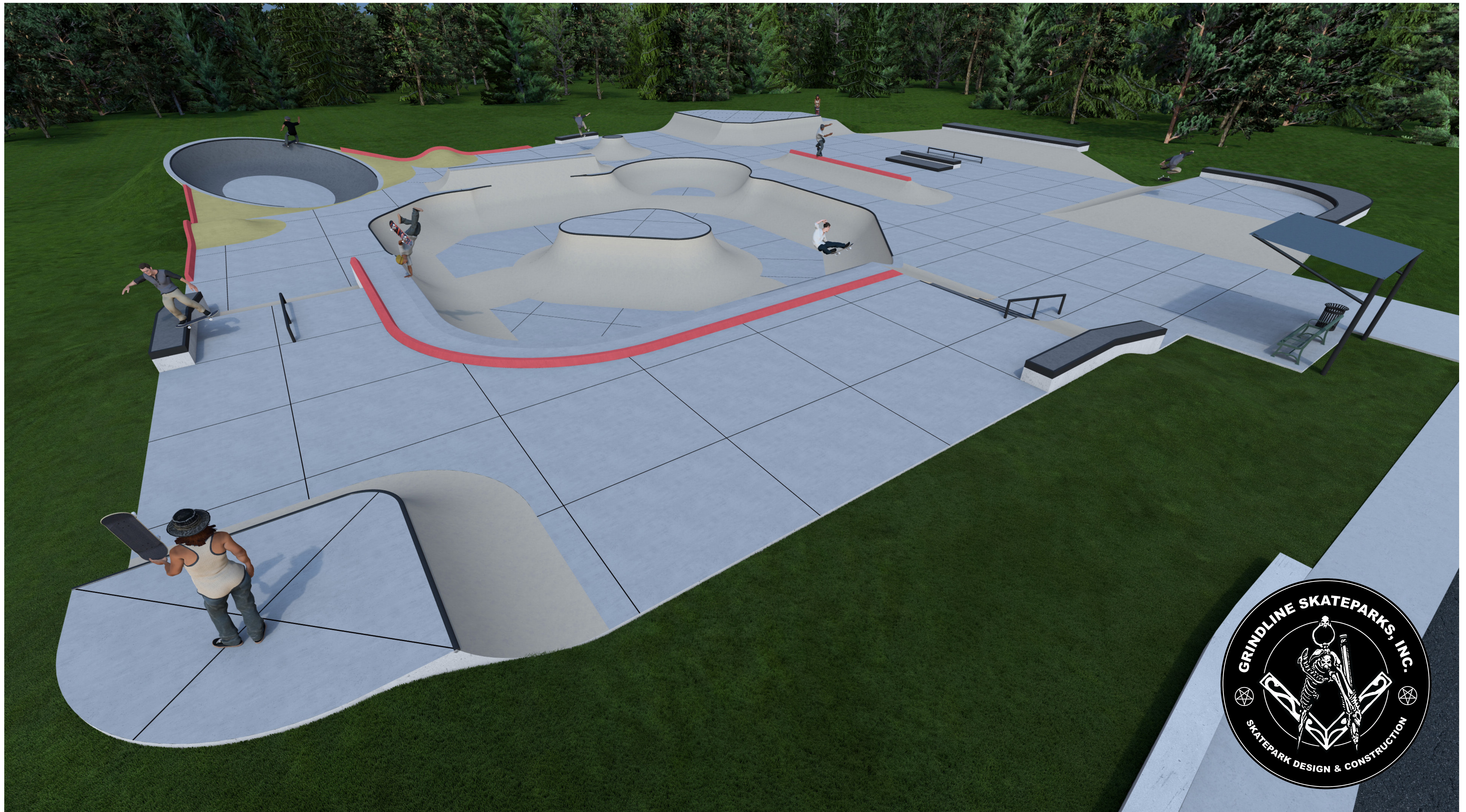
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Grass Valley Skatepark Concept

Grass Valley, CA

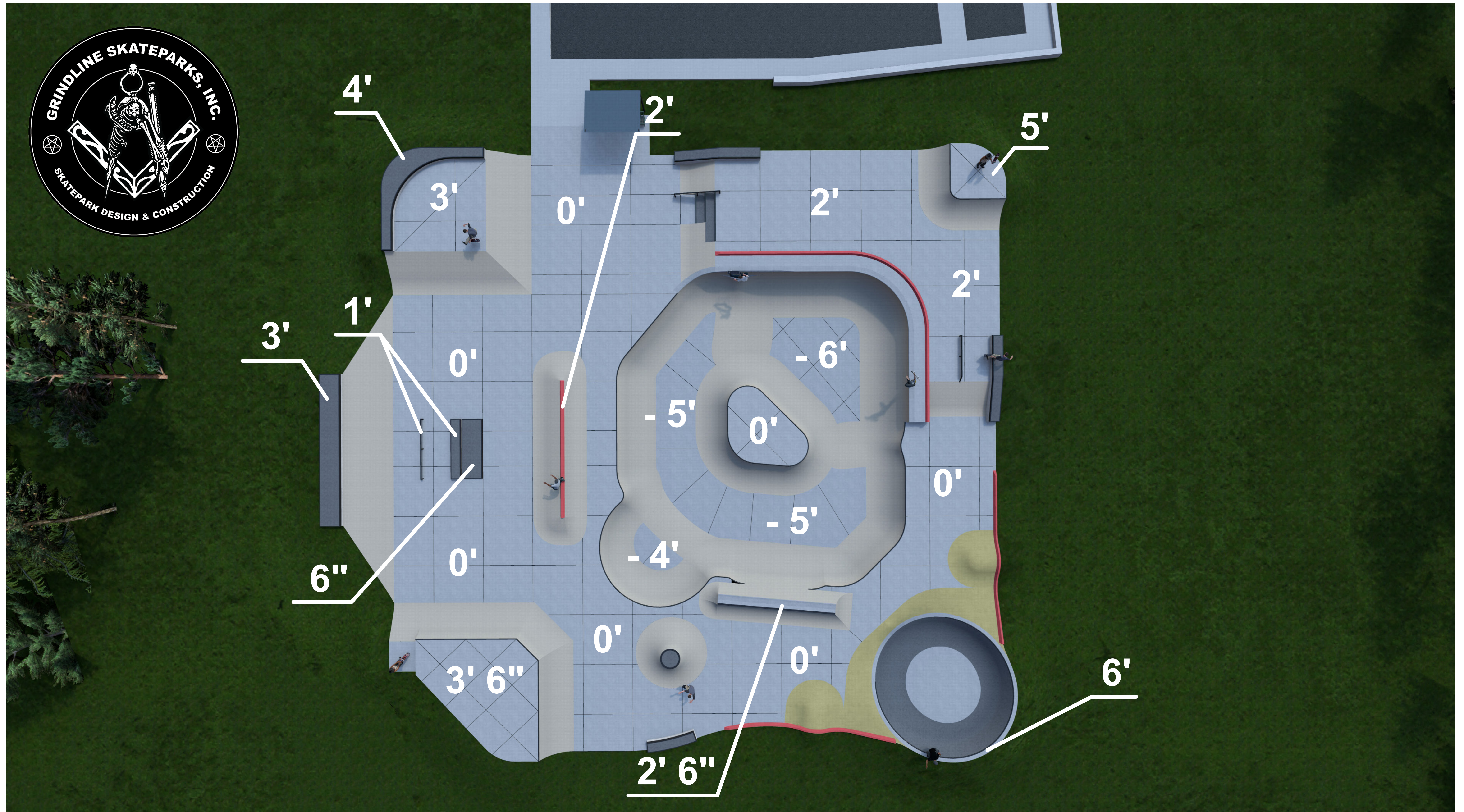
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Grass Valley Skatepark Concept

Grass Valley, CA

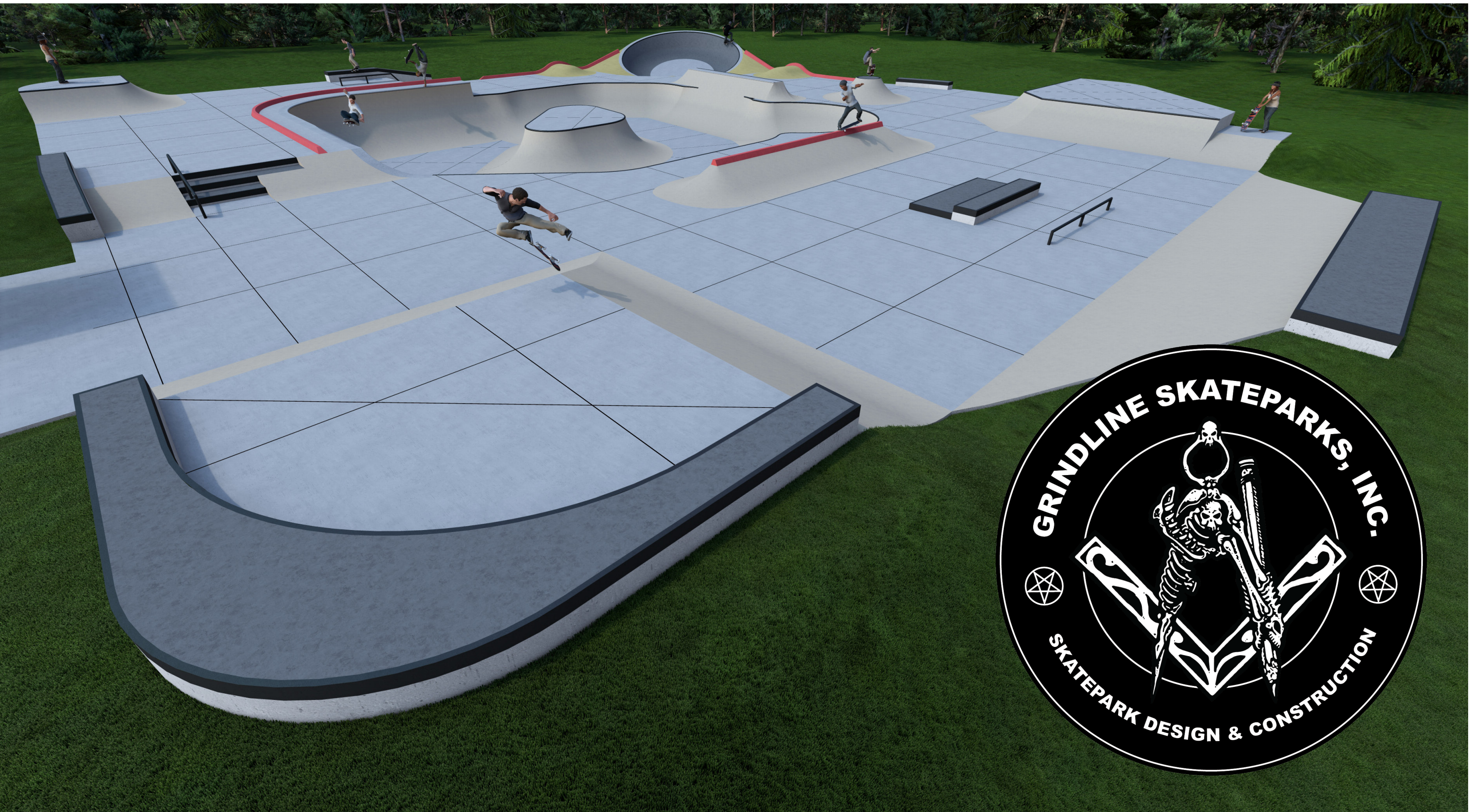
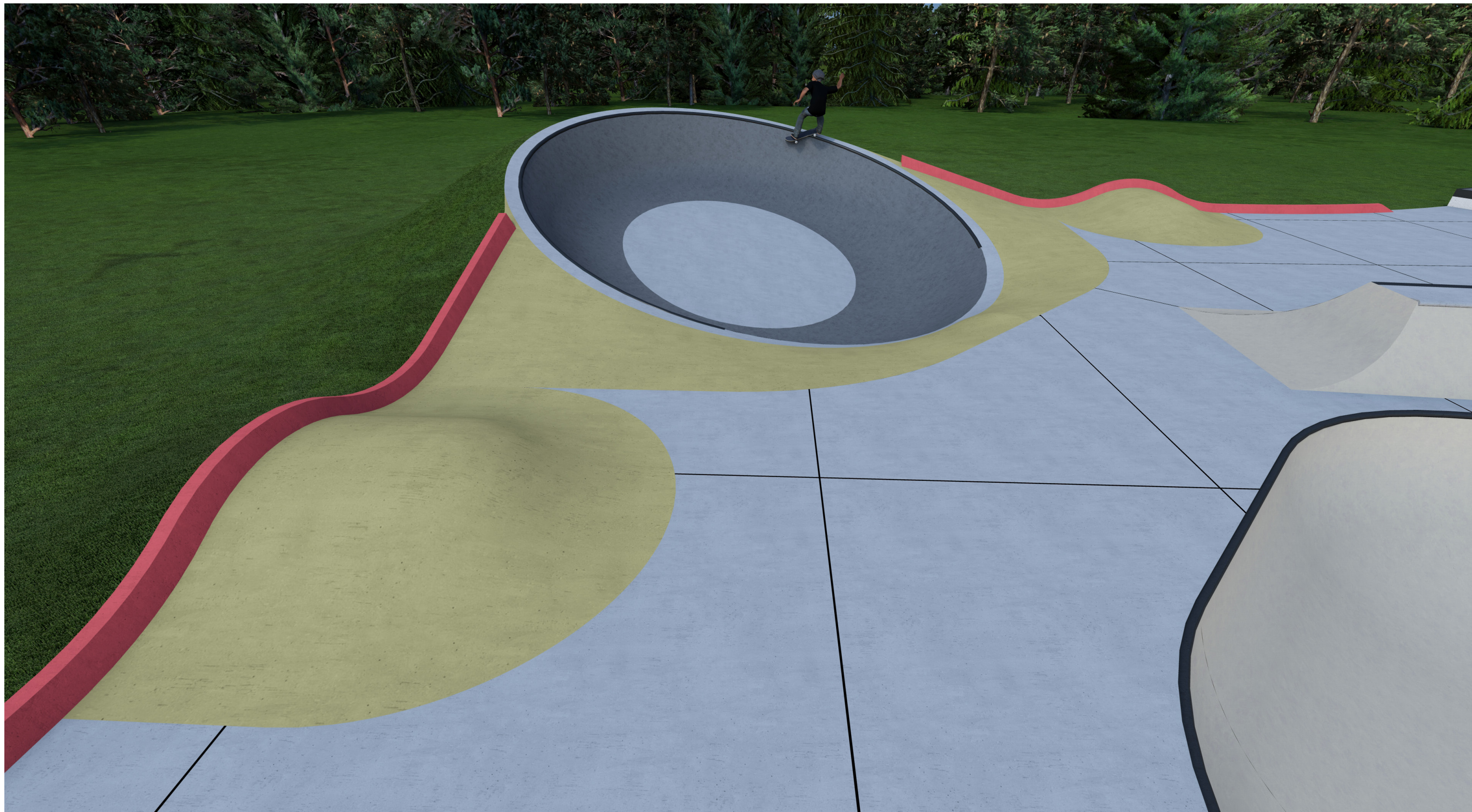
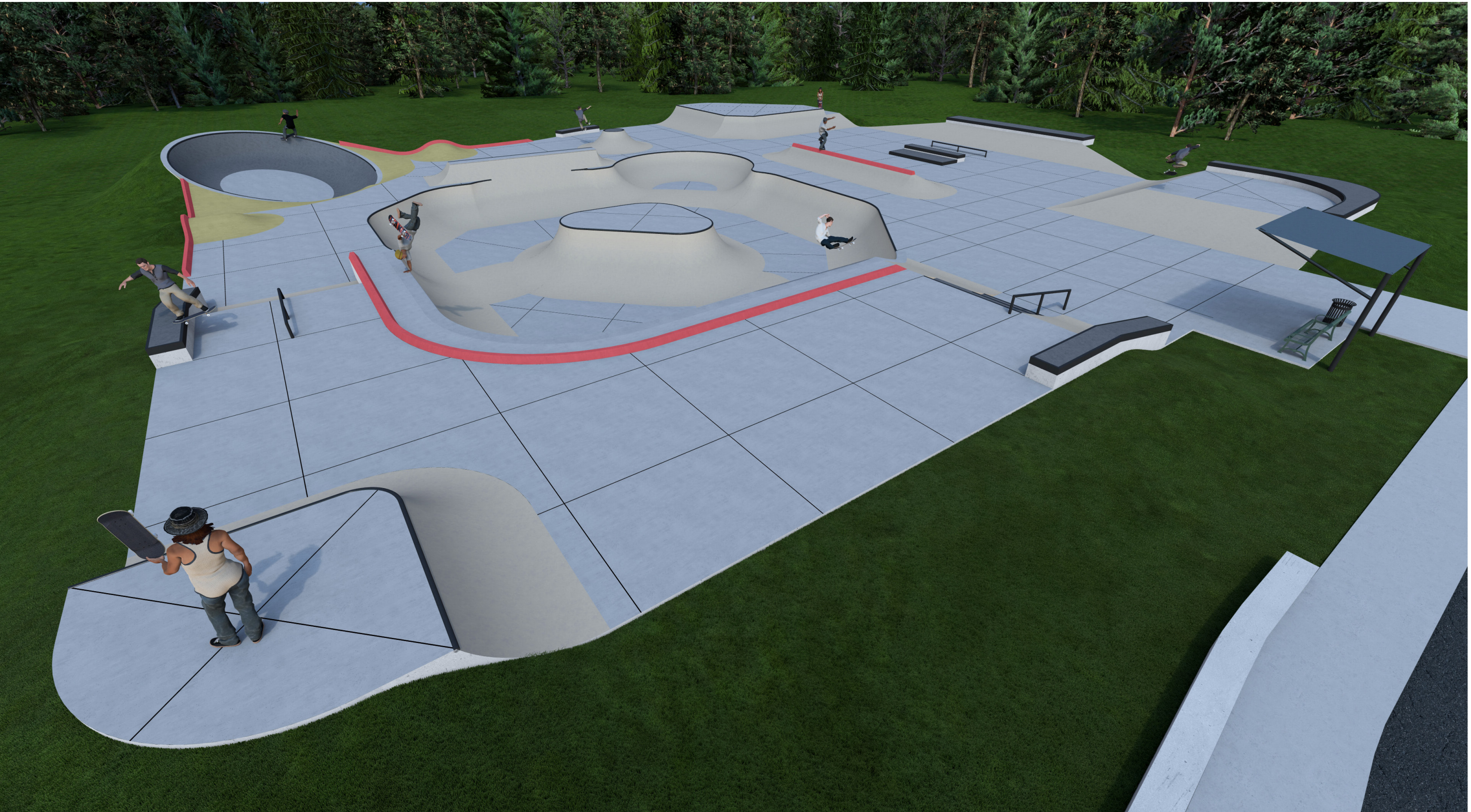
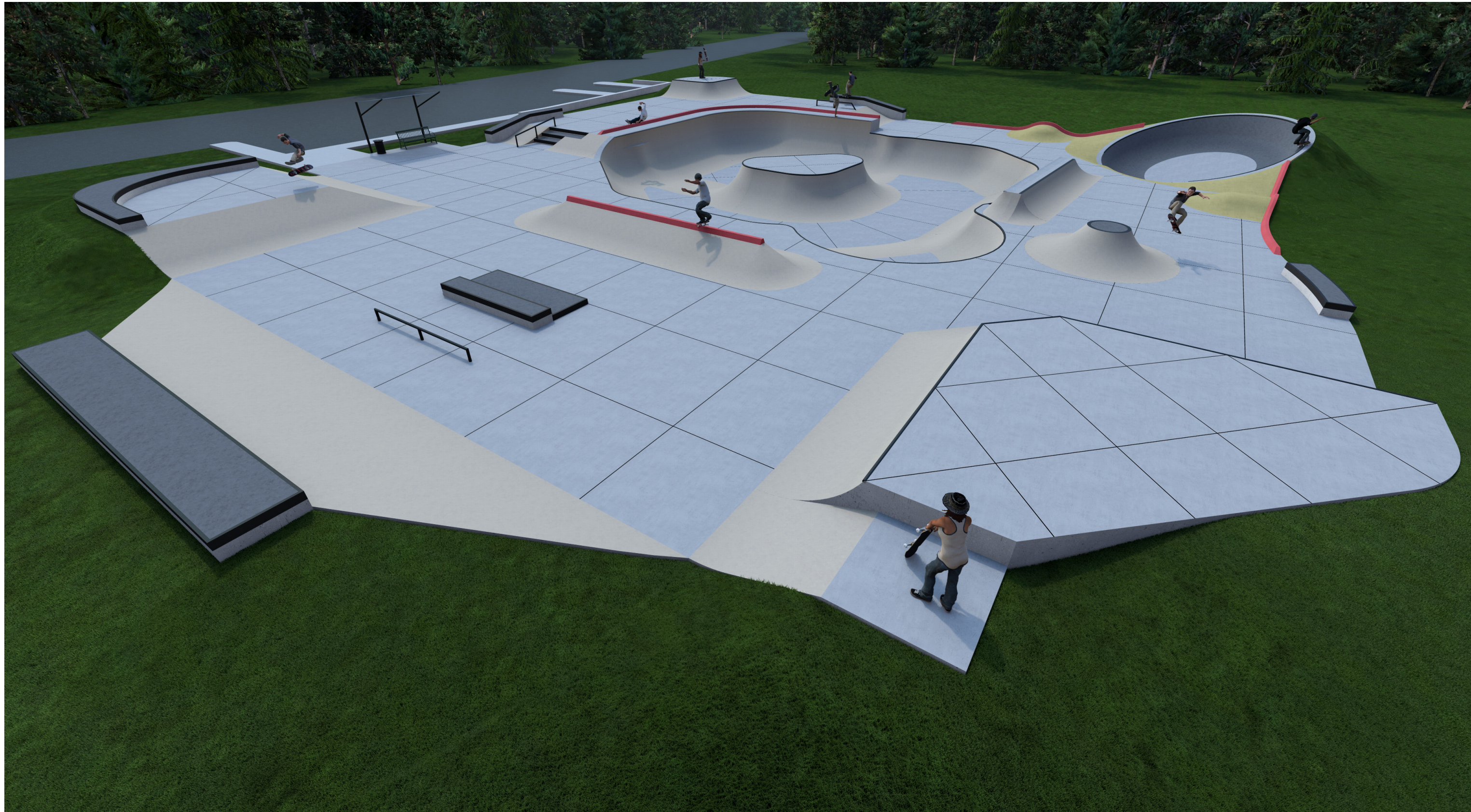
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Grass Valley Skatepark Concept

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