



---

## GRASS VALLEY

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

---

Tuesday, March 08, 2022 at 7:00 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](mailto:info@cityofgrassvalley.com)

Web Site: [www.cityofgrassvalley.com](http://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.

## 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 7:00 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 by Nevada County Media, on the internet at [www.cityofgrassvalley.com](http://www.cityofgrassvalley.com), or on the City of Grass Valley YouTube channel at <https://www.youtube.com/channel/UCdAaL-uwDN8iTz8bI7SCuPQ>.

Members of the public are encouraged to submit public comments via voicemail at (530) 274-4390 and email to [public@cityofgrassvalley.com](mailto: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](http://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](http://www.cityofgrassvalley.com), subject to City staff's ability to post the documents before the meeting.

**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**

1. Introduction of new police K9, Romeo, and acceptance of funds from the Rudiger Foundation.
2. Music in the Mountains Presentation.

**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. For any items not on the agenda, and within the jurisdiction or interest of the City, please come to the podium at this time. 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).*

**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 (roll call vote).*

3. Approval of the Regular Meeting Minutes of February 22, 2022.

**Recommendation:** Council approve minutes as submitted.

4. Local Emergency Proclamation (COVID-19)

**Recommendation:** Continuance of Novel Coronavirus (COVID-19) proclamation declaring a Local State of Emergency

5. Local Emergency Proclamation (Winter Storm of December 27th, 2021)

**Recommendation:** Winter Storm of December 27th, 2021 proclamation declaring a Local State of Emergency

6. Local Emergency Proclamation (Drought Conditions)

**Recommendation:** Drought Conditions proclamation declaring a Local State of Emergency

7. Public Works Restructuring (Streets and Parks Divisions)

**Recommendation:** That Council 1) review and approve the proposed reorganization of the Public Works Department; 2) approve reclassifying two Maintenance Worker III's

to Senior Maintenance Workers; 3) approve downgrading an existing vacant Senior Maintenance Worker position to Maintenance Worker I; 4) approve revising the allotted/authorized City positions to reflect the Public Works Restructuring; and 5) authorize the Administrative Services Director to make any necessary budget adjustments and/or amendments to complete this action.

- [8.](#) Modification to the Building Official salary range and approval of a job description for a Senior Building Inspector/Plans Examiner.

**Recommendation:** That Council approve the increase in the salary range of the Building Official job class and approve the job description and salary range for a Senior Building Inspector/Plans Examiner.

- [9.](#) Health and Safety Code Section 13146.4 Report on Fire Inspections

**Recommendation:** That Council adopt Resolution 2022-08 which accepts the Grass Valley Fire Department report pursuant to Health and Safety Code Section 13146.4 annual inspections.

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

#### **REORGANIZATION RELATED ITEMS**

#### **PUBLIC HEARING**

- [10.](#) Update to Municipal Code Section 8.16 miscellaneous Fire Control Regulations

**Recommendation:** That Council: 1) conduct the public hearing; 2) introduce the ordinance which amends the Grass Valley Municipal Code Section 8.16.230 and 8.16.240; and 3) waive the reading of the ordinance in its entirety and read by title only.

#### **ADMINISTRATIVE**

- [11.](#) Consideration of a temporary fee deferral agreement to allow BrewBilt to pay wastewater impact fees tied to the phasing of the project.

**Recommendation:** That Council approve the temporary fee deferral agreement and authorize the City Manager to sign the agreement subject to legal review.

- [12.](#) FY 2021-22 Mid-Year Budget Review

**Recommendation:** It is recommended that the City Council, by MOTION, approve the Mid-Year Budget Review and recommended revisions.

#### **BRIEF REPORTS BY COUNCIL MEMBERS**

#### **ADJOURN**

#### **POSTING NOTICE**

This is to certify that the above notice of a Closed meeting of The City Council, scheduled for Tuesday, March 8, 2022 at 7:00 PM was posted at city hall, easily accessible to the public, as of 5:00 p.m. Friday, March 4, 2022.

---

**Taylor Day, Deputy City Clerk**



---

## GRASS VALLEY

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

---

Tuesday, February 22, 2022 at 7:00 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](mailto:info@cityofgrassvalley.com)

Web Site: [www.cityofgrassvalley.com](http://www.cityofgrassvalley.com)

## MINUTES

### CALL TO ORDER

Mayor Aguilar called meeting to order at 7:03 pm.

### PLEDGE OF ALLEGIANCE

Pledge of allegiance led by Mayor Aguilar.

### ROLL CALL

#### PRESENT

Council Member Bob Branstrom

Council Member Hilary Hodge

Council Member Tom Ivy

Vice Mayor Jan Arbuckle

Mayor Ben Aguilar

### AGENDA APPROVAL -

Motion made to approve the agenda as submitted by Vice Mayor Arbuckle, Seconded by Council Member Branstrom.

Voting Yea: Council Member Branstrom, Council Member Hodge, Council Member Ivy, Vice Mayor Arbuckle, Mayor Aguilar

### REPORT OUT OF CLOSED SESSION

Nothing to report.

### INTRODUCTIONS AND PRESENTATIONS

### PUBLIC COMMENT -

Attached.

### CONSENT ITEMS -

Councilmember Branstrom would like to pull item #8 for discussion.

Motion made to approve consent items as submitted by Vice Mayor Arbuckle, Seconded by Council Member Branstrom.

Voting Yea: Council Member Branstrom, Council Member Hodge, Council Member Ivy, Vice Mayor Arbuckle, Mayor Aguilar

1. Approval of the Regular Meeting Minutes of February 8th, 2022.

**Recommendation:** Council approve minutes as submitted.

2. Approval of the Special Closed Door City Council Meeting Minutes of February 15th, 2022.

**Recommendation:** Council approve minutes as submitted.

3. Assembly Bill 361 Resolution

**Recommendation:** Adopt resolution R2022-07 authorizing remote teleconference meetings of the City Council and other legislative bodies of the City pursuant to government code section 54953(e)

4. Local Emergency Proclamation (Winter Storm of December 27th, 2021)

**Recommendation:** Winter Storm of December 27th, 2021 proclamation declaring a Local State of Emergency

5. Local Emergency Proclamation (COVID-19)

**Recommendation:** Continuance of Novel Coronavirus (COVID-19) proclamation declaring a Local State of Emergency

6. Local Emergency Proclamation (Drought Conditions)

**Recommendation:** Drought Conditions proclamation declaring a Local State of Emergency

7. Fiber Broadband Internet Services

**Recommendation:** That Council 1) authorize the City Manager or designee to enter into a 5 year contract with VAST networks for internet and site to site connections for \$3,635/month and a one-time payment of \$50,000 for development costs.

8. Letter of Support for California Cultural District program

**Recommendation:** That Council 1) Review and approve the attached letter of support for the State of California to fund the California Cultural District program; and 2) authorize the Mayor to sign the letter.

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

9. Letter of Support of Hospitality House Application for California Department of Health and Human Services Community Care Expansion Program

**Recommendation:** That Council 1) Review and approve the attached letter of support for the Hospitality House Expansion Project for the Sierra Guest Home for California Department of Health and Human Services Community Care Expansion Program; and 2) authorize the Mayor to sign the letter.

Tim Kiser, City Manager, gave presentation to the council.

Councilmember Branstrom had questions about the increase of amount of residency and how it will effect the neighborhood.

Public comment attached.

Voting Yea: Council Member Branstrom, Council Member Hodge, Council Member Ivy, Vice Mayor Arbuckle, Mayor Aguilar

## **REORGANIZATION RELATED ITEMS**

### **PUBLIC HEARING**

### **ADMINISTRATIVE**

#### 10. Condon and Scotten Sports Fields Improvement Project - Authorization to Bid

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

Bjorn Jones, City Engineer, gave presentation to the council.

Public comment attached

Motion made to approve the findings that the project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) and authorize the advertisement for bids by Council Member Hodge, Seconded by Vice Mayor Arbuckle. Voting Yea: Council Member Branstrom, Council Member Hodge, Council Member Ivy, Vice Mayor Arbuckle, Mayor Aguilar

## **BRIEF REPORTS BY COUNCIL MEMBERS**

Councilmember Ivy had nothing to report. Councilmember Hodge wanted to publicly thank Nate Lane who rescued her dog over the weekend. Councilmember Branstrom attended a Cal Cities Environmental Policy Committee, an online webinar about brownfields in our area, and last Friday went to the AME dedication on Church St. Vice Mayor Arbuckle attended a GVDA meeting, Law and Fire meeting, league transportation meeting, Armed Forces Day meeting, State of the State zoom meeting, and wants remind everyone that March 5 at 9 am is the pasty toss for Saint Piroons day. Mayor Aguilar attended the Mayors and Managers meeting and met the new City Manager for Nevada City and the new Mayor of Truckee, ate at the lobster truck, and attended a LAFCO meeting.

### **ADJOURN**

Mayor Aguilar adjourned meeting at 7:42 pm.

---

Ben Aguilar, Mayor

---

Taylor Day, Deputy City Clerk

**Taylor Day**

---

**From:** WIRELESS CALLER [REDACTED]  
**Sent:** Tuesday, February 22, 2022 7:20 PM  
**To:** Public Comments  
**Subject:** Voice Mail (2 minutes and 50 seconds)  
**Attachments:** audio.mp3

Matthew Coulter comment on item number 10 on the agenda. Then the amount of money being spent on plastic ballfields to cover up toxic mining land is outrageous. This land shouldn't be touched. It should be capped even deeper with proper soil and vegetation that can suck out the toxicity eventually and have a safe layer instead of putting toxic plastics that only last 10 years. That material has a 10 year lifespan. And if you go around any of the cell phone towers, you'll see it littered all over the ground from the trees, which only lasted about a year, falls on the ground, billions of pieces of plastic, same as the field, as those are all going to be small pieces of plastic washed into the Creek soon enough as they break off. This is ill advised use. The Memorial Park is a disaster, and now you're breaking into more stuff, more toxic land, putting more toxic air dust into the air. All kinds of toxic projects going around town grading. When I talked to the folks doing them, they say Tim Kaiser gave him permission to keep bringing up Tim's name as the authorizing body for having people do illegal soil removal and excavation in a mining legacy town. And it's criminal to tell you the truth. So when you're going to go over there to Condon Park and Rip that up, and the old mine over there and the old ball field and mine over there and Gilmore Airfield in the back of the field where all the toxins were dumped from all the frickin aircraft industry in pre aircraft industry and mining industry, I mean those are brownfield sites and you just want more people to be put on them with more added toxicity and then you're going to put plastic down on your new stuff you're buying out on old Auburn. It's all about the plastic, and if you read the studies, University of Seattle women's soccer team look at the breast cancer study on that there's warning labels on all this stuff for the athletes to wash everything thoroughly after use. And we know that the kids don't do that. Scott in school is in total disrepair, falling apart, and you're going to put in a million and a half dollar ballfield that's just messed up. That's just ignorant. Thank you.

You received a voice mail from [WIRELESS CALLER](#).

---

**Thank you for using Transcription! If you don't see a transcript above, it's because the audio quality was not clear enough to transcribe.**

[Set Up Voice Mail](#)



**Taylor Day**

---

**From:** WIRELESS CALLER [REDACTED]  
**Sent:** Tuesday, February 22, 2022 7:15 PM  
**To:** Public Comments  
**Subject:** Voice Mail (1 minute and 3 seconds)  
**Attachments:** audio.mp3

Talk to tell. I don't know why they're not asking for public comment on things they're pushing through, but that's typical of what's going on in the city hospitality house. The amount of people sleeping on the street on both sides of the sidewalk leading up to it or disgusting amount of people overdosing in all the area business bathrooms is disgusting and the city doesn't even have a warming shelter in Grass Valley for these cold temperatures. Nevada City has one tonight, which closes at 7:00 AM. And the person was hit on the bicycles, probably a homeless person 'cause it happened neuromas camp in Grass Valley. So Hospitality House is great for soaking up money and hiring people, but it's not. The money is not getting as a homeless. It's obvious. Go up there and look at it yourself. I don't know any of you have ever been up there. Tell you the truth recently. I will call Matt Hospitality House.

You received a voice mail from [WIRELESS CALLER](#).

---

**Thank you for using Transcription! If you don't see a transcript above, it's because the audio quality was not clear enough to transcribe.**

[Set Up Voice Mail](#)

## Taylor Day

---

**From:** WIRELESS CALLER [REDACTED]  
**Sent:** Tuesday, February 22, 2022 7:00 PM  
**To:** Public Comments  
**Subject:** Voice Mail (2 minutes and 29 seconds)  
**Attachments:** audio.mp3

Public comment for City Council Matthew Coulter calling in you probably just heard the sirens go by. That was a bicyclist that was hit and most likely killed. And then another one. Another one was hit in front of Ribes a few days ago with a broken leg. Another one was hit in a crosswalk 2 days before that. My friend Billy was killed in a crosswalk a few weeks ago on Southchurch killed. This is becoming nearly daily occurrence and when I see zero traffic improvements and when I see the signs that are knocked down and never put back up at the roundabout on Idaho, Maryland on both sides of the streets at the crosswalk, it just shows utter disregard for pedestrians and for people that live in this town. Then don't drive a lifted large vehicle that can compete on the roadways. The bicycle lanes are all full of gravel, cannot be used. The sidewalks are covered in gravel and sand, broken glass for people to walk their dogs over, including the Mill Street mall with the broken glass in the streets. So back to the basics, kids. You want to keep spending money and enlarging and taking on more, but you can't even take care of what you have around City Hall. Literally several blocks around City Hall. You can't even unplug the gutter at the bus stop in front of the front door of City Hall. So it leaks and turns to ice for people to take the bus and have negotiate that ice slick that's out there, right currently. So you just keep going and going. And more fraud and more fraud and more theft and more theft. Where are the paramedics on the firefighting rigs from measure E&N? There are none. Where's the money from that? There's none. Pull your heads out of wherever you haven't stored and do the health and safety stuff for the city and not fancy projects for your friends Thank you.

You received a voice mail from [WIRELESS CALLER](#).

---

**Thank you for using Transcription! If you don't see a transcript above, it's because the audio quality was not clear enough to transcribe.**

[Set Up Voice Mail](#)

## Taylor Day

---

**From:** [REDACTED]  
**Sent:** Tuesday, February 22, 2022 5:37 PM  
**To:** Public Comments  
**Subject:** Pioneer Community Energy presentation

GRASS VALLEY City Council  
[public@cityofgrassvalley.com](mailto:public@cityofgrassvalley.com)

Re: Community Choice Aggregation for Grass Valley

My name is Don Rivenes. I live at 108 Bridger Ct Grass Valley. I represent Nevada County Climate Action Now (NCCAN) and am a member of the working group of the Grass Valley Energy Action Plan.

NCCAN was pleased that the City of Grass Valley is going ahead with a full presentation by Pioneer Community Energy about joining their Community Choice Aggregation (CCA).

We support CCAs in general for the following reasons:

- Operation decisions are made by local elected officials
- As non-profits, CCAs offer stable, cheaper electricity rates
- Revenues stay at home and support local economies
- It is a captive market where all customers in the area are automatically enrolled in the CCA
- Each community has representation on a Board of Directors that makes CCA decisions

We feel that choosing the right CCA to join requires answers to the following questions:

### Questions for Pioneer Energy

- 1) What is the history of rate savings to individual customers?
- 2) What is the current reserve balance and how is it used?
- 3) Does it apply to all CCA member cities equally?
- 4) What are the sources of power for Pioneer Energy and is it on track to meet California Renewable Portfolio Standards.
- 5) What are the future plans to meet the increase in the California Renewable Portfolio Standards? Will Pioneer Energy use NID hydropower for future purchases?
- 6) Can the CCA model encompass other models, such as community solar? In other words, can there be grid "subsets" that modify power pricing while still remaining within the CCA?
- 7) Is there impact on pricing if a member agency contributes/sells power to the CCA? Or is it One Size Fits All for all member agencies?
- 8) Does Pioneer have any plans to acquire distribution/transmission assets within its network of generation facilities?
- 9) How large is the Pioneer Admin organization, and where/how does it interface with PG&E?
- 10) Is there any plan to move from PG&E to SMUD for administrative services? Why/why not?
- 11) What would be the PG&E Power Charge Indifference Adjustment (PCIA) per customer, how does it affect the overall customer rate, and how it is to be financed?
- 12) Given the CPUC proposed solar+storage rates will there be subsidies available for purchasing storage for solar owners?

13) Given the solar requirement for new homes and the grid participation charge and reduced export rates, will Pioneer still offer a discount rate to solar owners ?

Questions specifically for City of Grass Valley

- 1) What is the upfront cost to Grass Valley for joining the CCA?
- 2) Will the upfront cost be recovered by Grass Valley once revenue is obtained?
- 3) What is the estimated organizational cost for Grass Valley?
- 4) How will Pioneer Energy obtain the extra power to service Grass Valley?
- 5) Grass Valley has adopted an Energy Action Plan to reduce electricity and gas use. Will Pioneer make funds available to assist with building retrofitting?

Questions Grass Valley citizens will want answers to:

- 1) Is there a guaranteed rate reduction for customers?
- 2) Will current solar customers be included, and will they participate in rate savings?
- 3) What is the present renewable energy premium rate?

Thank you for accepting these comments. NCCAN looks forward to your decision and will be glad to help as needed.



## City of Grass Valley City Council Agenda Action Sheet

**Title:** Local Emergency Proclamation (COVID-19)

**Recommendation:** Continuance of Novel Coronavirus (COVID-19) proclamation declaring a Local State of Emergency

**Prepared by:** Timothy M. Kiser, City Manager

**Council Meeting Date:** 3/8/2022

**Date Prepared:** 3/1/2022

**Agenda:** Consent

**Background Information:** On March 5, 2020 the City Manager, acting as the Director of Emergency Services for the City of Grass Valley and the Disaster Council (Vice Mayor Aguilar and Councilmember Arbuckle), declared a local State of Emergency to ensure emergency personnel can obtain equipment and resources in the most timely and effective manner. In accordance with the Emergency Services Act Section 8630 (b) the governing body must ratify the declared emergency within 7 days for it to remain in effect. On March 10, 2020, at the Grass Valley City Council Meeting, the City Council approved Resolution 2020-09, Proclamation of Local Emergency. The City Council shall review, at its regularly scheduled meeting until the local emergency is terminated, the need for continuing the local emergency.

**Council Goals/Objectives:** Continuance of the proclamation declaring a Local State of Emergency due to prepare against coronavirus COVID-19 executes portions of City Strategic Goal #6: Public Safety. The City of Grass Valley is devoted to providing a safe Place to Live, Work and Play.

**Fiscal Impact:** The changing variants of COVID19 make it very difficult to anticipate the Fiscal Impact moving forward. For FY 2021/22, it appears the impacts will be minimal compared to previous years, but due to the constantly changing impacts of COVID-19 the actual fiscal impact may change.

**Funds Available:** N/A

**Account #:** N/A

**Reviewed by:** \_\_\_ City Manager

**Attachments:** None



**City of Grass Valley  
City Council  
Agenda Action Sheet**

---

**Title:** Local Emergency Proclamation (Winter Storm of December 27<sup>th</sup>, 2021)

**Recommendation:** Winter Storm of December 27<sup>th</sup>, 2021 proclamation declaring a Local State of Emergency

---

**Prepared by:** Timothy M. Kiser, City Manager

**Council Meeting Date:** 3/8/2022

**Date Prepared:** 3/1/2022

**Agenda:** Consent

**Background Information:** Due to conditions of extreme peril to the safety of persons and property have arisen within the City of Grass Valley, caused by the winter storm of December 26 and 27, 2021 which has cut power, downed trees, blocked roads and created other hazards to health and human safety commencing on or about 12:00 midnight on the 26th day of December, 2021, at which time the City Council of the City of Grass Valley was not in session. The city found it necessary to proclaim the existence of a local emergency throughout the city.

**Council Goals/Objectives:** This resolution executes portions of work tasks towards achieving/maintaining Strategic Plan - Public Safety. The City of Grass Valley is devoted to providing a safe Place to Live, Work and Play.

**Fiscal Impact:** The Fiscal Impact of the December 2021 Storm is being estimated at \$590,000 for City related property and public right of way. Hopefully, about 75% of these cost should be reimbursable due to the County of Nevada and the State of California declaring a State of Emergency for our area.

**Funds Available:** N/A

**Account #:** N/A

**Reviewed by:** \_\_\_ City Manager



## City of Grass Valley City Council Agenda Action Sheet

**Title:** Local Emergency Proclamation (Drought Conditions)

**Recommendation:** Drought Conditions proclamation declaring a Local State of Emergency

**Prepared by:** Timothy M. Kiser, City Manager

**Council Meeting Date:** 3/8/2022

**Date Prepared:** 3/1/2022

**Agenda:** Consent

**Background Information:** On May 10, 2021, Governor Newsom modified a State of Emergency Proclamation that declared that a State of Emergency to exist in California due to severe drought conditions to include 41 counties, including Nevada County. The Proclamation directed state agencies to partner with local water suppliers to promote conservation through the Save Our Water campaign, a critical resource used by Californians during the 2012-2016 drought. Some municipalities have already adopted mandatory local water-saving requirements, and many more have called for voluntary water use reductions.

Nevada Irrigation District (NID) declared a drought emergency throughout the District's service area on April 28, 2021, which includes portions of the City of Grass Valley, and requested that customers conserve 10 percent of their normal water usage. Both NID and Nevada City have now mandated at least 20% conservation requirements.

On June 22, 2021, City Council approved Resolutions No. 2021-41 declaring a local emergency due to drought conditions and No.2021-42 mandating water conservation. All treated Water Customers are required to reduce water use by 20%.

**Council Goals/Objectives:** This resolution executes portions of work tasks towards achieving/maintaining Strategic Plan - Water and Wastewater Systems and Underground Infrastructure. The City of Grass Valley is devoted to providing a safe Place to Live, Work and Play.

**Fiscal Impact:** The Fiscal Impact to the Water Fund should minor, but if the drought continues for several years the impact could be more significant.

**Funds Available:** N/A

**Account #:** N/A

**Reviewed by:** \_\_ City Manager



## City of Grass Valley City Council Agenda Action Sheet

**Title:** Public Works Restructuring (Streets and Parks Divisions)

**Recommendation:** That Council 1) review and approve the proposed reorganization of the Public Works Department; 2) approve reclassifying two Maintenance Worker III's to Senior Maintenance Workers; 3) approve downgrading an existing vacant Senior Maintenance Worker position to Maintenance Worker I; 4) approve revising the allotted/authorized City positions to reflect the Public Works Restructuring; and 5) authorize the Administrative Services Director to make any necessary budget adjustments and/or amendments to complete this action.

**Prepared by:** Timothy M. Kiser, City Manager

**Council Meeting Date:** 03/08/2022

**Date Prepared:** 02/28/2022

**Agenda:** Consent

**Background Information:** With the vacancy of the Senior Maintenance Worker overseeing Streets, Parks, and Facilities Divisions within the Public Works Department, staff has had an opportunity to analyze how to best supervise various Divisions within Public Works moving forward. Staff is proposing to re-structure Public Works Facilities, Parks, and Streets divisions. For the last several months, the City has had two existing Maintenance Worker III's working in a higher class performing the job duties of the vacant Senior Maintenance Worker in addition to their normal duties. This has shown to be beneficial in dealing with sick leaves and other non-planned leaves, by having an additional supervisor to help cover. Staff is proposing to separate the Public Works Streets, Parks, and Facilities divisions between two Senior Maintenance Workers. One would oversee Streets, and the other would oversee Parks and Facilities. The cost savings from downgrading the existing vacant Senior Maintenance Worker to Maintenance Worker I will cover the proposed restructuring without needing additional funds. The new Maintenance Worker I position would be assigned to maintain the downtown area (parking lots, Mill Street closure, etc.).

The intent of this re-structuring would be to provide opportunities to promote from within without increasing the overall number of approved City positions.

**Council Goals/Objectives:** This action executes portions of work tasks towards achieving/maintaining Strategic Plan objectives of Productive and Efficient Workforce.

**Fiscal Impact:** Salary impacts from the proposed restructuring will be a net savings of about \$3800 per year.



**Funds Available:** Yes

**Account #:** Various

**Reviewed by:** Tim Kiser, City Manager

**Attachments:**



## City of Grass Valley City Council Agenda Action Sheet

**Title:** Modification to the Building Official salary range and approval of a job description for a Senior Building Inspector/Plans Examiner.

**Recommendation:** That Council approve the increase in the salary range of the Building Official job class and approve the job description and salary range for a Senior Building Inspector/Plans Examiner.

**Prepared by:** Thomas Last, Community Development Director

**Council Meeting Date:** 3/08/2022

**Date Prepared:** 3/01/2022

**Agenda:** Consent

**Background Information:** Between 2018 and early 2021 the City had a full time Building Official which was supported by a consulting firm and Nevada County. Since 2021, the City has solely relied on consultants for our building inspection and plan review services. Both the firm Bureau Veritas and Nevada County have been providing these services and both note the difficulty of meeting the needs of the City. The City needs more consistency and reliability to improve customer service. Therefore, staff proposes to begin a recruitment to refill the Building Official job or to hire a senior level inspector. The goal is to recruit for both positions and hire the candidate that is the best fit for the City. If successful in hiring a person, the City will still need to maintain a consulting contract to provide backup services. However, in the longer term, the City should consider a future new job classification that can support building and fire with inspections and plan reviews and to assist with other functions such as code enforcement and other City duties. Staff believes this will provide better continuity and consistency to the building permit and inspection process.

Staff is aware that the Building Official salary range is low in comparison to the regional job market; particularly based on the unique needs and expectations to meet the City's customer service goals. Staff considered several agencies and noted the salary range is about 13% below the median labor market. Based on this, staff recommends the salary range be increased from \$7,236 - \$9,238 to \$8,182 - \$10,445 per month. The proposed salary range for the senior position (\$6,697-\$8,365) is approximately 15% below the Building Official position. City staff does not anticipate any fiscal impacts to the budget since current costs for the service are paid to consultants or the County. The current Building Official Job is in Unit 1 and the Senior Inspector/Plans Examiner job should be in Unit 1 also based on the job duties and responsibilities. Unit 1 representatives have been provided copies of both job descriptions and proposed salary ranges.

**Council Goals/Objectives:** This item executes portions of work tasks towards achieving/maintaining Strategic Goal #5 - High Performance Government & Quality Service.

**Fiscal Impact:** The costs for this proposal will be covered with savings not paid to consultants and through payment of fees by applicants for the building inspection and plan review services.

**Funds Available:** Yes

**Account #:** 100-302-51110 (Building)

**Reviewed by:** \_\_\_ City Manager

\_\_\_ Finance Director

**Attachments:** Senior Inspector/Plans Examiner Job Description



## SENIOR BUILDING INSPECTOR/PLANS EXAMINER

Department: Community Development Department

FLSA Status: Exempt

Reports To: Community Development Director

Unit: 1, Full-time Position

**\$38.64-\$48.26 Hourly / \$6,697.60-\$8,365.07 Monthly / \$80,371.20-\$100,380.80 Annually**

### SUMMARY OF JOB PURPOSE

Under general direction of the Community Development Director: to conduct inspections and review building plans of residential and commercial buildings under construction or being remodeled; to determine compliance of plans and of buildings under construction with applicable State and City codes and standards; performs routine plan reviews and inspections of average difficulty and has the ability to perform more complex, difficult, or controversial plan review and building and structure inspections based on experience. The incumbent is expected to have a high degree of technical expertise and to exercise considerable independence and discretion.

### SUPERVISION RECEIVED AND EXERCISED

The Senior Inspector/Plans Examiner is a management level classification responsible for the day-to-day business of administering, directing, and supervising building inspection and plan review services.

This position receives general direction from the Community Development Director and as directed, exercises supervision over assigned subordinate professional, technical and/or clerical staff, including recruiting, hiring, evaluating, and disciplining assigned personnel.

### ESSENTIAL FUNCTIONS (include but are not limited to listed tasks)

1. Plans, coordinates, and supervises work activities for building inspection and plan review services; participates as a team member in the development of the Department's work plans; assigns work activities, projects and programs; monitors workflow; reviews and evaluates work product, methods and procedures.
2. Participates in the development, planning and implementation of departmental goals, policies.
3. Makes recommendations for changes and improvements to existing standards, policies, and procedures.
4. Participates in City after-hours response to building related emergencies as needed.
5. Train and guide subordinate staff in the building inspection and plan review process.
6. Establishes and schedules methods for providing building inspection services; identifies resource needs with appropriate management staff; allocates resources accordingly.
7. Review, assess and approve building plans and structural calculations, and mechanical,

This job description indicates in general the nature and levels of work, skills, abilities and other essential functions (as covered under the Americans with Disabilities Act) expected of the incumbent. It is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities required of the incumbent. Incumbent may be asked to perform other duties as required. The City of Grass Valley is an EQUAL OPPORTUNITY EMPLOYER.



## SENIOR BUILDING INSPECTOR/PLANS EXAMINER

---

electrical, and plumbing plans for completeness and compliance with all applicable local and State codes. Ensures a comprehensive and efficient plans examination process is conducted.

8. Conduct field inspections of buildings during construction or remodeling for compliance with all applicable local and State codes and approved plans and specifications; set up inspection schedules and routes and travel to field sites; approve completed work or note corrections to be made; prepare correction letters and inspection reports.
9. Inspects residential, commercial, and industrial buildings in various stages of progress against plans or specifications to ascertain code compliance for structural, electrical, plumbing, mechanical, handicapped accessibility, and energy installations; issues stop work orders in situations of deliberate or negligent noncompliance; maintains records of inspections made and actions taken.
10. Responds to inquiries in person and/or over the phone from builders, contractors, developers, property owners, and tenants regarding specific code requirements.
11. Interpret and explain applicable building codes, Division policies and procedures to the public; assist the public at the public counter and/or by telephone in the processing of permits and applications; confer with engineers, architects, contractors, manufacturers, and owners regarding complex and difficult technical issues.
12. Reviews model codes and recommends appropriate modifications for local adoption; prepares code interpretations and assists in formulating Department's policy for the application of code requirements.
13. Consults with contractors, architects, and engineers regarding structural safety requirements or building design.
14. Prepares correction letters, detailed reports on building conditions and violations, and inspection reports; carries negligent cases through prosecution channels in situations of non-compliance.
15. Coordinates plan review/inspection activities with other agencies which may be investigating zoning or building laws.
16. Performs general administrative work as required, including but not limited to preparing reports and correspondence, entering computer data, etc.
17. Maintains records and files of permits, plan reviews and inspections made.
18. Maintains current knowledge of new construction methods, materials, and techniques and codes and regulations.
19. Represents the Building Division to outside groups and organizations; participates in outside community and professional groups and committees; provides technical assistance as necessary.

---

This job description indicates in general the nature and levels of work, skills, abilities and other essential functions (as covered under the Americans with Disabilities Act) expected of the incumbent. It is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities required of the incumbent. Incumbent may be asked to perform other duties as required. The City of Grass Valley is an EQUAL OPPORTUNITY EMPLOYER.



## SENIOR BUILDING INSPECTOR/PLANS EXAMINER

20. Build and maintain positive working relationships with co-workers and the public using principles of good customer service.
21. Establishes and maintains positive working relationships with representatives of community organizations, state/local agencies, consultants, contractors, City management and staff, and the public.
22. Performs related duties as assigned.

### **KNOWLEDGE, SKILLS AND ABILITIES:**

#### Knowledge of:

1. Principles and practices of organization, administration, personnel, and budget management.
2. Advanced plan check and inspection methods, building related codes and ordinances including the California Building, Electrical, Plumbing, and Mechanical Codes.
3. Pertinent federal, state, and local laws, codes, and regulations including the International Building, Plumbing, Mechanical, Electrical and Fire Codes and their administration.
4. Principles of structural design, engineering, mathematics, and architectural plan review.
5. Traditional and contemporary methods, plans, materials, tools, and equipment used in all aspects of building construction including, plumbing, carpentry, electrical and mechanical.
6. Modern office procedures, methods, and computer equipment.
7. Safety and safe working practices for building inspection work.
8. Methods and techniques of supervision, employee evaluation, training and motivation.

#### Skills in:

1. Interpreting and complying with provisions of applicable codes, ordinances and regulations enforceable by the City;
2. Applying laws, regulations, codes and departmental policies;
3. Recognizing, prioritizing and accomplishing needed tasks;
4. Researching, preparing and writing clear and concise letters and reports.

#### Ability to:

1. Coordinate and direct a comprehensive building code administration and enforcement program including plans examination and building inspection services and activities.
2. Train and guide staff in plan review/inspection activities, safety, and interpretation of codes, ordinances, regulations, procedures, policies, and practices; observe and problem solve building inspection activities; remember rules, explain, and interpret policies.
3. Review plans and specifications for building related construction and determining practicability of plans, compliance with plans and validity of permits; read and interpret

This job description indicates in general the nature and levels of work, skills, abilities and other essential functions (as covered under the Americans with Disabilities Act) expected of the incumbent. It is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities required of the incumbent. Incumbent may be asked to perform other duties as required. The City of Grass Valley is an EQUAL OPPORTUNITY EMPLOYER.



## SENIOR BUILDING INSPECTOR/PLANS EXAMINER

---

plans and specifications and detecting deviations from approved plans.

4. Conduct thorough and accurate plan reviews/inspections enforcing a wide range of building, zoning, and related codes.
5. Evaluate, develop and implement Division, Departmental and City policies, and procedures.
6. Communicate clearly and concisely, orally and in writing; maintain accurate records and prepare clear, concise reports and documentation.
7. Plan, organize, direct, establish and maintain cooperative relations with City staff as well as public and private organizations.
8. Plan and organize efficient and effective work schedules.
9. Read and interpret maps, sketches, drawings, specifications and technical manuals.
10. Oversee contracts.
11. Represent the interests of the City in the community and at meetings as required.
12. Operate personal computers and related software programs, specifically software to assist in the operation of building inspection and plan review functions.
13. Interpret, explain and apply applicable laws, codes and regulations.
14. Organize, prioritize and follow up on work assignments.
15. Work independently and as part of a team.
16. Observe safety principles and work in a safe manner.
17. Communicate clearly and concisely, both orally and in writing.
18. Establish and maintain effective working relationships.

### QUALIFICATIONS

To perform this job successfully, the incumbent must be able to perform each of the essential duties satisfactorily. Reasonable accommodations may be made to enable incumbents with disabilities to perform the essential functions. The requirements listed are representative of the knowledge, skill and/or ability required.

### PHYSICAL REQUIREMENTS

1. Must be free from any physical, emotional or mental condition which might adversely affect the ability to perform essential job duties.
2. Mobility to traverse uneven terrain, periodically standing, stooping, bending, climbing ladders, and kneeling to perform site inspections; vision to read handwritten and printed material and a computer screen; color vision to inspect electrical wiring; hearing and speech to communicate in person and by telephone; smell to detect gas or sewage leaks; touch to determine hot and cold water fixtures; manual dexterity to operate calculators, cameras, computers, grasp tools, and inspect electrical devices; ability to lift and carry items weighing up to 30 pounds such as tools, files, books or boxes of paper for distances

---

This job description indicates in general the nature and levels of work, skills, abilities and other essential functions (as covered under the Americans with Disabilities Act) expected of the incumbent. It is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities required of the incumbent. Incumbent may be asked to perform other duties as required. The City of Grass Valley is an EQUAL OPPORTUNITY EMPLOYER.



## SENIOR BUILDING INSPECTOR/PLANS EXAMINER

---

up to 100 feet. Working in exposure to various weather conditions. Some accommodations may be made for some physical demands for otherwise qualified individuals who require and request such

### EDUCATION AND EXPERIENCE

A typical way to obtain the knowledge and skills is:

1. High School Diploma; Associate's Degree from an accredited college or university with course work in building inspection, construction, engineering, architecture or related field is desirable.
2. Three years of increasingly responsible experience in building or structural design, construction, plan check, or inspection, or as a journey-level building inspector or plans examiner.

### CERTIFICATES, LICENSES AND REGISTRATIONS

1. Possession of a valid California Driver's License and a satisfactory driving record is a condition of initial and continued employment.
2. Possession of an ICC (International Code Council) Residential and Commercial Building, Electrical, Mechanical, or Plumbing Inspector Certificate
3. Within one year of hire, possession of an ICC (International Code Council) Plans Examiner Certificate.

---

This job description indicates in general the nature and levels of work, skills, abilities and other essential functions (as covered under the Americans with Disabilities Act) expected of the incumbent. It is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities required of the incumbent. Incumbent may be asked to perform other duties as required. The City of Grass Valley is an EQUAL OPPORTUNITY EMPLOYER.





## SENIOR BUILDING INSPECTOR/PLANS EXAMINER

---

### LANGUAGE SKILLS

Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations; write reports, business correspondence, and procedure manuals; effectively present information and respond to questions from managers, employees, and the general public.

### MATHEMATICAL SKILLS

Ability to perform mathematical concepts such as: fractions, percentages, ratios, and proportions to practical situations; ability to work with mathematical concepts such as probability and statistical inference.

### REASONING ABILITY

Ability to apply common sense and understanding to carry out instructions furnished in written, oral, or diagram form. Resolve problems involving several known variables in standardized situations using standard industry and departmental processes and/or procedures.

### PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an incumbent to successfully perform the essential functions of this job.

### WORKING ENVIRONMENT

While performing the duties of this job the incumbent is regularly exposed to outside elements of wet and/or humid conditions, rain, snow and heat; moving mechanical parts; fumes or airborne particles and toxic or caustic chemicals. The incumbent is occasionally exposed to risk of electrical shock and vibration; and steady level of loud noise.

### GENERAL

The City reserves the right to revise or change classification duties and responsibilities as the need arises. This description does not constitute a written or implied contract of employment.

I have read and understand the contents of this job description, and I have received a copy of this job description for my records.

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Adopted:

Revised:

---

This job description indicates in general the nature and levels of work, skills, abilities and other essential functions (as covered under the Americans with Disabilities Act) expected of the incumbent. It is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities required of the incumbent. Incumbent may be asked to perform other duties as required. The City of Grass Valley is an EQUAL OPPORTUNITY EMPLOYER.



## City of Grass Valley City Council Agenda Action Sheet

---

**Title:** Health and Safety Code Section 13146.4 Report on Fire Inspections

**Recommendation:** That Council adopt Resolution 2022-08 which accepts the Grass Valley Fire Department report pursuant to Health and Safety Code Section 13146.4 annual inspections.

---

**Prepared by:** Mark Buttron- Fire Chief

**Council Meeting Date:** 03/08/2022

**Date Prepared:** 03/01/2022

**Agenda:** Consent

**Background Information:** Health and Safety Code (HSC) sections 13146.2 and 13146.3 require fire departments to conduct inspections of specific occupancies once a year. HSC section 13146.4 then requires those fire departments report annually to the City Council on its compliance with those sections. Appendix A, attached to this staff report, details the Grass Valley Fire Department's 2021 inspections as required by HSC 13146.4.

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

**Fiscal Impact:** None

**Funds Available:** N/A

**Account #:** N/A

**Reviewed by:** City Manager

**Attachments:** Resolution 2022-08 & Appendix A

## RESOLUTION NO. 22-08

A RESOLUTION OF THE COUNCIL OF THE CITY OF GRASS VALLEY, CALIFORNIA ACKNOWLEDGING RECEIPT OF A REPORT MADE BY THE FIRE CHIEF OF THE GRASS VALLEY FIRE DEPARTMENT REGARDING THE INSPECTION OF CERTAIN OCCUPANCIES REQUIRED TO PERFORM ANNUAL INSPECTIONS IN SUCH OCCUPANCIES PURSUANT TO SECTIONS 13146.2 AND 13146.3 OF THE CALIFORNIA HEALTH AND SAFETY CODE.

WHEREAS, California Health & Safety Code Section 13146.4 was added by Senate Bill No. 1205 in 2018, and became effective on January 1, 2019; and,

WHEREAS, California Health & Safety Code Sections 13146.2 and 13146.3 requires all fire departments, including the Grass Valley Fire Department, that provide fire protection services to perform annual inspections in every building used as a public or private school, hotel, motel, lodging house, apartment house, and certain residential care facilities for compliance with building standards, as provided and,

WHEREAS, California Health & Safety Code Section 13146.4 requires all fire departments, including the Grass Valley Fire Department, that provide fire protection services to report annually to its administering authority on its compliance with Sections 13146.2 and 13146.3 and,

WHEREAS, the Council of the City of Grass Valley intends this Resolution to fulfill the requirements of the California Health & Safety Code regarding acknowledgment of the Grass Valley Fire Department's compliance with California Health and Safety Code Sections 13146.2 and 13146.3.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Grass Valley that said Council expressly acknowledges the receipt of the report filed by the Grass Valley

Fire Department pursuant Health and Safety Code Sections 13146.4, attached hereto as Exhibit # A.

ADOPTED as a Resolution of the Council of the City of Grass Valley at a meeting thereof held on the 8<sup>th</sup> day of March, 2022 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINING:

---

Ben Aguilar, Mayor

ATTEST:

APPROVED AS TO FORM:

---

Taylor Day, Deputy City Clerk

---

Michael Colantuono, City Attorney



**EDUCATIONAL GROUP E OCCUPANCIES:**

Educational Group E Occupancies are generally those public and private schools, used by more than six (6) persons at any one time for educational purposes through the 12th grade. Within the City of Grass Valley, there lie eight (8) Group E Occupancies, buildings, structures and/or facilities. During calendar year 2021, the Grass Valley Fire Department performed the annual inspection of seven (7) Group E Occupancies, buildings, structures and/or facilities. This is an inspection rate of 88% for this reporting period.

**INSTITUTIONAL GROUP I OCCUPANCIES:**

Institutional Group I Occupancies, for the purposes of this resolution, are generally those occupancies in which people, cared for or living in a supervised environment and having physical limitations because of health or age are harbored for medical treatment or other care or treatment. Within the City of Grass Valley, there lie five (5) Group I Occupancies, buildings, structures, and/or facilities.

During calendar year 2021, the Grass Valley Fire Department performed the annual inspection of four (4) Group I Occupancies, buildings, structures and/or facilities. This is an inspection rate of 80% for this reporting period.

**RESIDENTIAL GROUP R OCCUPANCIES:**

Residential Group R Occupancies, for the purposes of this resolution, are generally those occupancies containing sleeping units, and include hotels, motels, apartments (three units or more), etc. as well as other residential occupancies (including eleven (11) residential care facilities elderly and four (4) residential care facilities elderly with memory care facilities). These residential care facilities have a number of different sub-classifications, and they may contain residents or

clients that have a range of needs, including those related to custodial care, mobility impairments, cognitive disabilities, etc. The residents may also be non-ambulatory or bedridden.

During calendar year 2021, the Grass Valley Fire Department performed the annual inspection of eleven (11) of eleven (11) R-2.1 RCFE facilities (100%), four (4) of four (4) R-2.1 / I-2 RCFE with memory care facilities (100%), nine (9) of ten (10) R-1 hotel/motel facilities - one facility is under TI construction (90%) and one hundred thirty-one (131) of one hundred forty-six (146) R-2 apartment buildings (91%) resulting in an overall inspection rate of 91% for the reporting period.



## City of Grass Valley City Council Agenda Action Sheet

---

**Title:** Update to Municipal Code Section 8.16 miscellaneous Fire Control Regulations

**Recommendation:** That Council: 1) conduct the public hearing; 2) introduce the ordinance which amends the Grass Valley Municipal Code Section 8.16.230 and 8.16.240; and 3) waive the reading of the ordinance in its entirety and read by title only.

---

**Prepared by:** Mark Buttron - Fire Chief

**Council Meeting Date:** 03/08/2022

**Date Prepared:** 02/28/2022

**Agenda:** Consent

**Background Information:** In August of 2017, Council approved repealing Municipal Code Chapter 8.16, Fire Control Regulations and 8.36, Weed Abatement. These repealed chapters were replaced with updated Municipal Code Chapter 8.16, Fire Control Regulations, which includes vegetation management and yard debris removal. Based on our experience and observations in implementing the current code, the Fire Department believes the vegetation management process needs to be amended. To ensure the City's vegetation management ordinance appropriately addresses potential fire hazards, we recommend the following changes:

1. Change the weeds, flammable vegetation, and other combustible materials abatement date from June 1 to May 1 of each year.
2. Remove the requirement for a thirty-foot clearance zone at the property line where continuous unimproved properties meet.
3. Where improved properties meet, require a fifteen-foot clearance zone on each side of the shared property line, for an overall clearance of 30 feet between adjoining improved properties.
4. For improved and unimproved properties: Provide a thirty-foot clearance zone, as measured from the edge of the sidewalk nearest the property line (or street line if there is no sidewalk), where property abuts any public or private rights-of-way, or fire apparatus access road.



5. Eliminate from 8.16.240 Emergency Vehicle Access- Without notice, the chief of the fire department may also summarily abate weeds or hazardous growth on private property that in any way hinders emergency access and may charge the property owner for the costs of the abatement.

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

**Fiscal Impact:** None

**Funds Available:**

**Account #:**

**Reviewed by:**

**Attachments:**

## ORDINANCE NO. 814

### AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GRASS VALLEY AMENDING SECTIONS 8.16.230 AND 8.16.240 OF CHAPTER 8.16 OF THE MUNICIPAL CODE REGULATING VEGETATION MANAGEMENT AND YARD DEBRIS

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

SECTION 1. CODE AMENDMENT. Section 8.16.230 of Chapter 8.16 of Title 8 of the Grass Valley Municipal Code is amended to read as follows:

#### **8.16.230 - Duty to abate flammable vegetation and combustible material.**

It shall be the duty of every owner, occupant, or person in control of any private land, whether improved or unimproved, within the City of Grass Valley, to abate therefrom on such property, at his or her own expense, all weeds, flammable vegetation, and other combustible materials that constitute a fire hazard. The obligation to abate all weeds, flammable vegetation and other combustible materials shall comply with the following, shall be completed by May 1 of each year, and shall be maintained through October 31 or the end of fire season as declared by the California Department of Forestry and Fire Protection (CAL FIRE) whichever comes first:

1. **Improved or Unimproved Property Less Than or Equal to One Acre:** The entire property shall be mowed/cleared so that “flammable vegetation” as defined in Section 8.16.210 is no higher than four inches above mineral soil, the roof of every building and/or structure shall be free of flammable vegetation. No portion of any tree shall be within ten feet of the outlet of a chimney, stovepipe and/or electrical power service drop. Any plant, tree, or shrub adjacent to or overhanging a building and/or structure shall be free of dead or dying wood. Trees shall be free of branches six feet up from the ground, if height of the tree does not allow the six feet of clearance, the chief of the fire department or an authorized representative will determine appropriate clearance.
2. **Improved and/or Unimproved Property Greater Than One Acre:** A fifteen-foot clearance zone, measured from the property line, shall be provided if the property abuts an “improved property” as defined in Section 8.16.210. A thirty-foot clearance zone, as measured from the edge of the sidewalk nearest to the property line or from the street line if there is no sidewalk, shall be provided when property abuts any public or private rights-of-way, or fire apparatus access road. For the purposes of this Section 8.16.230(2), a clearance zone means “flammable vegetation” as defined in Section 8.16.210, is no higher than four inches above

mineral soil and the roof of every building and/or structure shall be free of “flammable vegetation” as defined in Section 8.16.210. No portion of any tree shall be within ten feet of the outlet of a chimney, stovepipe, and/or electrical power service drop. Any plant, tree, or shrub adjacent to or overhanging a building and/or structure shall be free of dead or dying wood. Trees shall be free of branches six feet up from the ground, if height of the tree does not allow the six feet of clearance, the chief of the fire department or an authorized representative will determine appropriate clearance.

**SECTION 2. CODE AMENDMENT.** Section 8.16.240 of Chapter 8.16 of Title 8 of the Grass Valley Municipal Code is amended to read as follows:

**8.16.240 - Emergency vehicle access.**

No property owner may allow any portion of any vegetation on his or her property to interfere with street and emergency vehicle access, regardless of whether the access is along a public street or along a private residential access road. Vegetation must be trimmed back a minimum distance of three-feet from the edge of street line for properties less than or equal to one acre and thirty-feet from the edge of the street line for properties greater than one acre. Vegetation must also be trimmed to a minimum height of thirteen feet six inches above street pavement. The chief of the fire department or an authorized representative may provide written notice to the property owner requiring vegetation to be trimmed for a specified additional distance when the fire chief determines the vegetation would otherwise interfere with street or emergency vehicle access. If the property owner fails to maintain these clearance requirements, the city may abate this nuisance without further notice and at the property owner’s expense. This subsection shall not apply to cultivated groundcover such as green grass, ivy, succulents, or similar plants used as groundcovers, provided they do not constitute a fire hazard.

**SECTION 3. CEQA FINDINGS.** This Ordinance is not a project within the meaning of Section 15378 of the CEQA (California Environmental Quality Act) Guidelines because it has no potential to result in physical change in the environment, directly or indirectly. This Ordinance is also exempt under CEQA Guideline Section 15304 because it allows only minor public or private alterations to the condition of land, water, or vegetation. This Ordinance is also exempt under CEQA Guideline Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the Ordinance may have a significant effect on the environment.

**SECTION 4. SEVERABILITY.** If any section, subsection, sentence, clause, phrase or portion of this Ordinance or its application to any person or circumstance is held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance or its application to other persons and circumstances. The City Council of the City of Grass Valley declares that it would have adopted this Ordinance and each section, subsection, sentence, clause, phrase or portion thereof despite the fact that any one or more sections, subsections, sentences, clauses, phrases, or portions be declared invalid or unconstitutional and, to that end, the provisions hereof are hereby declared to be severable.

**SECTION 5. Effective Date.** This Ordinance shall be in full force and effect 30 days after its adoption under Article VII, § 2 of the Grass Valley City Charter.

**SECTION 6. Publication.** 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 \_\_\_\_ day of \_\_\_\_\_ 2022.

**FINAL PASSAGE AND ADOPTION** by the City Council was at a meeting held on the \_\_\_\_ day of \_\_\_\_\_ 2022, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAINING:**

---

Ben Aguilar, Mayor

APPROVED AS TO FORM:

ATTEST:

\_\_\_\_\_  
Michael G. Colantuono, City Attorney

\_\_\_\_\_  
City Clerk



## City of Grass Valley City Council Agenda Action Sheet

**Title:** Consideration of a temporary fee deferral agreement to allow BrewBilt to pay wastewater impact fees tied to the phasing of the project.

**Recommendation:** That Council approve the temporary fee deferral agreement and authorize the City Manager to sign the agreement subject to legal review.

**Prepared by:** Thomas Last, Community Development Director

**Council Meeting Date:** 3/08/2022

**Date Prepared:** 3/01/2022

**Agenda:** Administrative

**Background Information:** BrewBilt is a locally established manufacturer of brewing equipment located on Springhill Drive in Grass Valley. The company provides brewing equipment to businesses throughout the United States. This successful company has expanded over the years and is now seeking an additional venture to begin brewing its own brand of beer. City staff and the owner have explored options to reduce the upfront costs to start this business. Since the applicant wishes to start small and expand the production of beer over time, which is dependent on the installation of additional fermentation tanks, the attached agreement will ensure the impact fees are paid as individual permits are issued for new fermentation tanks. This agreement will defer the total wastewater impact fees of \$30,796 and tie the payment of fees to the installation of additional fermentation tanks that will eventually allow for the maximum production capacity of 3,000 barrels a year. This approach allows a successful local business to expand its operations while reducing the upfront costs and provides an opportunity to build capital in conjunction with the success of the business.

**Council Goals/Objectives:** This item supports the City's economic development goals to support small businesses.

**Fiscal Impact:** None, sewer impact fees will be paid as the project adds fermentation tanks.

**Funds Available:** N/A

**Account #:** N/A

**Reviewed by:** \_\_\_ City Manager

**Attachments:** Fee Deferral Agreement

<p>RECORDING REQUESTED BY and WHEN RECORDED MAIL TO:</p>   <p>City Clerk City of Grass Valley 125 E. Main Street Grass Valley, CA 95945</p>	<p>SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY</p>
--	--

APN: 009-720-14, 015, 016, 017

### **AGREEMENT FOR TEMPORARY FEE DEFERRAL & SEWER REIMBURSEMENT**

This agreement ("Agreement") is made on March 8, 2022 (the "Effective Date") by and between the CITY OF GRASS VALLEY, a charter City ("City"), and BREWBILT ("Owner"), each of which may be individually referred to below as a "Party" and collectively as "Parties."

WHEREAS, Owner owns and desires to develop certain real property, known by Nevada County Assessor's Parcel Numbers 009-720-14, 015, 016, 017 (the "Property") for a proposed microbrewery, eventually including eight fermentation tanks that will provide a maximum production capacity of 3,000 barrels per year ("Project"); and

WHEREAS, Owner submitted an application to develop the Property for the uses described above, which, given the construction of large capacity fermentation tanks, requires payment of various sewer impact fees, a development review permit, and a conditional use permit (collectively referred to as the "Project Entitlements"); and

WHEREAS, as a condition of approval of the Project Entitlements and as required by the Grass Valley Municipal Code and other law, Owner will be required to pay sewer impact fees for the Project; and

WHEREAS, City has estimated the sewer impact fees owed for the eight fermentation tanks as \$30,796.32, or \$3,849.54 per tank; and

WHEREAS, City is willing to allow Owner to defer payment of the sewer impact fees and instead pay the per-tank sewer impact fee as each tank is developed pursuant to this Agreement.

NOW THEREFORE, in consideration of the mutual promises made herein and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. **RECITALS.** All the foregoing recitals are true and correct and incorporated herein by reference.
2. **PLUMBING PERMIT.** Owner will obtain a building permit before installing each tank
3. **SEWER IMPACT FEE DEFERRAL.**
  - a. Upon Owner's completion of two fermentation tanks and commencement of brewing, even if test batches not for sale, Owner shall pay City \$7,699.08 in sewer impact fees.
  - b. Before installing each subsequent fermentation tank, Owner will obtain a building permit and pay City \$3,849.54 in sewer connect fees. After construction of all eight fermentation tanks, Owner will have paid City a total of \$30,796.32.
  - c. No later than December 31, 2025, Owner shall have paid City the total \$30,796.32 regardless of whether all eight fermentation tanks have then been completed.
  - d. If Owner engages or otherwise authorizes any construction on or development of the Property not in compliance with the Project Entitlements or City's ordinances, rules and regulations, or otherwise fails to comply with any term or provision of this Agreement, City may require Owner to pay all deferred sewer impact fees not yet paid, within 15 days of notice of City's action. Should Owner fail to pay the sewer impact fees at that time, all work on the Project shall cease until the sewer impact fees are paid in full, plus reimbursement for any City costs associated with enforcement of this provision.
  - e. Owner agrees that City will not issue a building permit for the Project until all required or outstanding City permit fees pertaining to the project, other than the sewer impact fees listed above, are paid according to City's fee schedule.
4. **TERMINATION.** This Agreement shall terminate when Owner has paid \$30,796.32 in sewer connection fees or when the Parties otherwise agree in writing.
5. **NO PARTNERSHIP/NO EMPLOYMENT RELATIONSHIP.** Nothing in this Agreement shall be deemed or construed as creating a partnership, joint venture, or of any association between Owner and City. Owner, its agents, servants, and employees are not agents or employees of City, but are independent contractors, solely responsible for their own acts and omissions, and this Agreement shall not be construed as an employment agreement between City and Owner or between City and any contractor to Owner.
6. **GENERAL TERMS AND CONDITIONS.**



- a. Notwithstanding anything contained in this Agreement to the contrary, any and all approvals necessary to affect this Agreement shall be subject to all applicable local, State and Federal laws and regulations.
- b. All data, documents, discussion, or other information developed or received by Owner for performance of this Agreement are deemed confidential and Owner shall not disclose it without prior written consent by City. City shall grant such consent if disclosure is legally required. All City data shall be returned to City upon the termination or expiration of this Agreement.
- c. Owner maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Owner, to solicit or secure this Agreement. Further, Owner warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Owner, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer, or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.
- d. Time is of the essence for each and every provision of this Agreement.
- e. The venue for any litigation shall be Nevada County, California and Owner hereby consents to jurisdiction there for purposes of resolving any dispute or enforcing any obligation arising under this Agreement.
- f. This agreement is binding upon City and Owner and their respective successors and permitted assigns. Except as otherwise provided herein, neither City nor Owner shall assign, sublet or transfer its interest in this agreement or any part thereof without the prior written consent of the other.
- g. Except as expressly stated herein, the parties intend to benefit no third party by any right or obligation assumed by the parties under this Agreement.
- h. Owner shall not be liable for any failure to perform if Owner presents acceptable evidence, in City's sole judgment, that such failure was due to causes beyond the control and without the fault or negligence of Owner.
- i. In any action, suit or proceeding arising from or out of this Agreement and/or to enforce or interpret it, the prevailing party shall be entitled to recover all attorneys' fees reasonably and actually incurred in such proceeding and all court costs and collection costs, whether incurred out of court, at trial or on appeal.
- j. If any part of this Agreement is held to be illegal or unenforceable by a court of competent jurisdiction, the remainder of this Agreement shall not be affected thereby

and shall be given effect to the fullest extent possible and, to that end, the Parties hereby declare the provisions of this Agreement to be severable.

- k. This Agreement contains the entire agreement between the Parties with respect to the matters provided for herein and may be amended only by subsequent written agreement signed on behalf of both Parties.
- l. The usual construction of an agreement against the drafting party shall not apply since each Party has had a full opportunity to review this agreement and discuss it with their respective legal counsel.
- m. Each person signing this Agreement warrants for the benefit of the Party for which he or she does not sign that he or she has actual authority to bind his or her principal to this Agreement.
- n. This Agreement may be signed in one or more counterparts, each of which shall be deemed an original, but all of which together shall be deemed one and the same instrument. The parties acknowledge and agree that this Agreement may be executed by electronic signature, which shall be considered as an original signature for all purposes and shall have the same force and effect as an original signature. Without limitation, "electronic signature" shall include faxed or emailed versions of an original signature, electronically scanned and transmitted versions (e.g., via pdf) of an original signature, or a digital signature.

**BOTH THE OWNER AND CITY AGREE TO THE TERMS AND PROVISIONS OF THIS AGREEMENT BY AFFIXING THEIR SIGNATURES BELOW,**

**IN WITNESS WHEREOF, THE CITY OF GRASS VALLEY, a public entity, has authorized this Agreement to be executed on the 8th day of March 2022:**

**CITY**

City of Grass Valley

**OWNER**

BrewBilt Brewing Company

\_\_\_\_\_  
Tim Kiser, City Manager

\_\_\_\_\_  
Jeffrey Lewis, CEO

\_\_\_\_\_  
Bennett Buchanan, Director of Brewing  
(Attach Notary Acknowledgement)

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Michael G. Colantuono, City Attorney

**ATTEST:**

\_\_\_\_\_  
Taylor Day, Deputy City Clerk



## City of Grass Valley City Council Agenda Action Sheet

---

**Title:** FY 2021-22 Mid-Year Budget Review

**Recommendation:** It is recommended that the City Council, by MOTION, approve the Mid-Year Budget Review and recommended revisions.

---

**Prepared by:** Andy Heath

**Council Meeting Date:** 03/08/2022

**Date Prepared:** 02/28/2022

**Agenda:** Administrative

**Discussion:**

The Mid-Year Budget Review is designed to provide a tool for understanding the City's financial condition during the first part of the fiscal year, projecting the financial condition through the end of the fiscal year, and revising the budget to bring the adopted budget in line with expectations based on previously approved budget amendments and current economic conditions.

This year's Mid-Year Budget Review focuses on management's assessment of overall funding impacts likely to result as the economy continues to recover from the COVID-19 Pandemic. Over the course of the last year, management has found that the magnitude of the COVID-related economic impact has waned significantly; and that economic activity has improved to FY 2019-20 (pre-COVID) levels or better. As the recovery continues to take shape, City staff remains actively engaged in the monitoring of all sectors of economic activity and resulting long-term impacts on consumer behavior.

This memorandum provides a snapshot of aggregated Mid-Year adjustments recommended for the balance of FY 2021-22. This memorandum also presents a five-year forecast for the City's General Fund given an array of assumptions as the City recovers from the COVID-19 Pandemic. The information noted below will form the foundation for a PowerPoint presentation to be provided at the City Council Meeting.

**General Fund**

Comparison of current Budget-to-Actual performance:

	<b>Revenues</b>	<b>Expenditures</b>
FY 2021-22 Adopted Budget	\$ 14,545,388	\$ 14,523,885
Estimated Amounts @ 6/30/22	\$ 16,019,904	\$ 15,515,871
Recommended Adjustment	\$ 1,474,516	\$ 991,986

As indicated above, it is anticipated that the City will need to adjust originally budgeted General Fund revenues upward by \$1,474,516 and General Fund expenditures upward by \$991,986. The information presented below, which will be discussed in a presentation to the City Council on this item, includes detailed information regarding the recommended adjustments:

In summary, the proposed net increase of \$1,474,516 to General Fund revenues is comprised of the following:

<b>Revenue Type</b>	<b>Amount</b>	<b>Reason / Rationale</b>
Property Taxes	\$9,700	- Increase in property taxes due to higher-than anticipated growth in FY 2021-22 assessed valuation / supplemental collections
Property Tax in Lieu of MVLF	\$14,985	- True-up of FY 2021-22 anticipated revenues consistent with growth in assessed valuation
Sales Taxes	\$750,000	- Conservative increase in sales taxes due as recovery from COVID Pandemic unfolds - Continued increased distribution from County Pool (Wayfair Decision)
Transient Occupancy Taxes	\$125,000	- Increase in Transient Occupancy Taxes based on collections to date / anticipated continuation of recovery from COVID Pandemic
Real Estate Transfer Taxes	\$25,000	- Increased collections of Real Estate Transfer Taxes based on higher home sales volume in City
Property Tax - HOPTR	\$23,000	- Addition of previously unbudgeted distribution of Homeowner Exemption Tax from State
Franchise - Solid Waste	\$10,000	- Increased collections of Franchise Fees related to solid waste based on increased garbage rates citywide
Franchise - Cable TV	\$55,000	- Addition of PEG Fee portion of Franchise Fee - will be noted as a reserve to the extent unspent

Revenue Type, cont.	Amount	Reason / Rationale
Planning Department Fees / Permits	\$65,000	- Increased activity - one-time collections of Cannabis Permits
Fire Department Fees / Permits / Reimbursements	(\$10,000)	- Slight decrease in Fire Permit activity based on activity to date
Fire Department Assessments	\$5,000	- Increased collections of Fire Assessment based on amounts filed with County / collections to date
Parks Department Fees	\$7,000	- Increase in field facility rentals based on activity to date (Lacrosse)
Interest Earnings	(\$27,500)	- Adjustment to interest earnings based on actuals reported for prior fiscal year
COPS Grant - AB3229	\$232,495	- Increase in COPS Grant to account for four years of growth previously not distributed by County
SB-2 / LEAP Planning Grants	\$167,942	- Increased grant reimbursements based on amount of grant remaining (Southern Sphere Project)
POST Reimbursements	\$7,644	- Collections of POST (Police Officer Standards Training) reimbursements for applicable training
Other Revenues	\$12,750	- Increased collections from insurance reimbursements; room rentals
All Other Revenue Sources	\$1,500	- Net increase in all other revenue sources

A proposed net increase of \$991,986 to General Fund expenditure appropriations is comprised of the following:

Appropriation	Amount	Reason / Rationale
City Manager	\$10,452	- Increase in Personnel Services budget due to addition of previously unbudgeted salary increases
Finance (Administrative Services)	\$4,942	- Increase in Personnel Services budget due to addition of previously unbudgeted salary increases
Information Services	\$45,000	- Increase in appropriation to account for updated IT Service contract; offsetting credit for transfer of costs to Enterprise Funds

Appropriations, cont.	Amount	Reason / Rationale
Police	\$230,529	<ul style="list-style-type: none"> <li>- Increase in Personnel Services to account for previously unbudgeted salary increases effective July 1, 2021</li> <li>- Increased costs related to approved reclassification of certain positions to Public Services Analyst</li> <li>- Higher fuels costs related to increase in prices</li> </ul>
Police - Animal Control	\$28,584	<ul style="list-style-type: none"> <li>- Reclassification of Part-time Animal Control Officer position to Full-time</li> <li>- Increased costs related to painting of the Animal Control building</li> </ul>
Fire	\$375,894	<ul style="list-style-type: none"> <li>- Increase in Personnel Services to account for approved addition of 2.0 FTE Battalion Chiefs</li> <li>- Increase in Personnel Services to account for previously unbudgeted salary increases</li> <li>- Higher overtime costs related to coverage for COVID and workers compensation issues</li> <li>- Increase in vehicle maintenance and fuel costs for Fire apparatus</li> </ul>
Planning	\$51,213	<ul style="list-style-type: none"> <li>- Increase in Personnel Services to account for previously unbudgeted salary increases</li> <li>- Addition of unspent SB-2 / LEAP Grant proceeds related to Southern Sphere Project</li> </ul>
Building	(\$46,862)	<ul style="list-style-type: none"> <li>- Salary savings of not having Building Official offset by increased contractual costs related to building inspection consultants (approved by Council)</li> </ul>
Engineering	\$67,439	<ul style="list-style-type: none"> <li>- Funding provided for a previously frozen Engineer position vacancy</li> </ul>
Fleet Services	(\$8,551)	<ul style="list-style-type: none"> <li>- Decrease in Personnel Services budget to account for vacancy savings incurred to date (vacant Mechanic position); offset by the recommended reclassification of vacant Mechanic position to Fleet Supervisor <b>(requires Council approval)</b></li> </ul>
Streets	\$27,104	<ul style="list-style-type: none"> <li>- Increase in Personnel Services budget to account for updated salary allocations</li> </ul>
Parks Maintenance	\$59,209	<ul style="list-style-type: none"> <li>- Increase in Personnel Services to account for previously unbudgeted salary increases</li> <li>- Increase in equipment costs related to approved purchase of a new truck</li> </ul>

Appropriations, cont.	Amount	Reason / Rationale
Non-Departmental	\$107,847	- Increase in Non-Departmental to account for higher allocation of CalPERS UAL costs - Increase in Liability Insurance costs allocated to General Fund
Debt Service	\$35,463	- Addition of debt service related to approved lease for new Backhoe
All Other Appropriations	\$3,723	- Residual increase in all other General Fund appropriations

At the end of the current fiscal year, General Fund reserves (designated and undesignated) are anticipated to be approximately \$9.80 million. It is anticipated that the General Fund will experience a surplus of approximately \$504,033 for FY 2021-22.

Projected reserve levels as of June 30, 2022 include:

- **\$ 6,089,901** *Designated Reserves (See General Fund Schedule for list)*
- **3,708,778** *Undesignated Reserves*
- **\$ 9,798,679** *Total General Fund Reserves*

#### General Fund Forecast

As previously discussed, development of a multi-year forecast for the City's General Fund is highly contingent on the near-term and longer-term impacts related to the continued recovery from the COVID-19 Pandemic on the local, state and national economies. As such, management will continue to frequently monitor economic activity and update the City Council as adjustments are made to forecasts.

The forecast for the General Fund is noted below:

FY 2020-21 to FY 2026-27 General Fund Forecast							
	2020-21 Actual	2021-22 Mid-Year	2022-23 Forecast	2023-24 Forecast	2024-25 Forecast	2025-26 Forecast	2026-27 Forecast
Revenues	\$15,553,819	\$16,019,904	\$15,860,795	\$16,003,518	\$16,233,809	\$16,488,057	\$16,746,657
Expenditures	\$13,992,552	\$15,515,872	\$15,295,831	\$15,354,622	\$15,455,837	\$15,549,152	\$15,665,581
Surplus/(Deficit)	\$1,561,267	\$504,032	\$564,935	\$648,896	\$777,971	\$938,905	\$1,081,076
Unassigned Fund Balance	\$3,204,745	\$3,708,777	\$4,273,712	\$4,922,608	\$5,700,580	\$6,639,484	\$7,720,560

For years beginning with FY 2022-23, the forecast uses a "Base Budget" concept where essentially all authorized positions are funded; and all one-time revenues and expenditures are excluded. It should be mentioned that the above forecast does not include any unnegotiated salary increases and does include the full recovery of tax-related revenues impacted by COVID-19 by FY 2022-23.

**Enterprise Funds**

Comparison of Budget-to-Actual performance for the City's two Enterprise Funds follows:

<b><u>Water Fund</u></b>	<b>Revenues</b>	<b>Expenditures</b>
FY 2021-22 Adopted Budget	\$ 2,295,000	\$ 4,117,088
Estimated Amounts @ 6/30/22	\$ 2,295,000	\$ 4,162,340
Recommended Adjustment	\$ -	\$ 45,252

Water Fund revenues are currently projected at levels approved with the Adopted Budget. Water Fund expenditures are recommended to be adjusted upward by \$45,252 primarily to account for increased Personnel Services cost allocations in the Administration and Distribution Divisions. This increase can be primarily attributed to the recommended reclassification of the Fleet Mechanic position to Fleet Supervisor and charging a portion (20%) of the position to the City's Water Fund. Although it is unlikely that all capital projects originally budgeted will be completed by the end of the fiscal year, adjustments to capital appropriations are not recommended at this time given appropriations for unfinished projects will be re-budgeted in the upcoming fiscal year.

It is anticipated that the Water Fund will have approximately \$1.7 million in Fund Balance at the end of FY 2021-22, \$1.2 million of which is reserved for specific purposes. The \$1.7 million ending Fund Balance assumes all capital projects are completed by the end of the fiscal year.

<b><u>Sewer Fund</u></b>	<b>Revenues</b>	<b>Expenditures</b>
FY 2021-22 Adopted Budget	\$ 5,095,000	\$ 6,966,298
Estimated Amounts @ 6/30/22	\$ 5,095,000	\$ 6,956,486
Recommended Adjustment	\$ -	(\$ 9,812)

Sewer Fund revenues are currently projected at levels approved with the Adopted Budget. Sewer Fund expenditures are recommended to be adjusted downward by \$9,812 to account for decreased staffing cost allocations to the Plant and Collection Divisions; and adding funding for the recommended reclassification of the Fleet Mechanic position to Fleet Supervisor and charging a portion of the position to the Sewer Fund (20%). Similar to the capital projects budgeted in the Water Fund, it is not anticipated that the Sewer Fund will complete all capital projects budgeted in FY 2021-22. Funding for projects appropriated in the Sewer Fund is not recommended to be adjusted; and any unspent funding at year-end likely being re-budgeted in the upcoming fiscal year.



It is anticipated that the Sewer Fund will have approximately \$5.3 million in Fund Balance on June 30, 2022, \$4.8 million of which is reserved for specific purposes. The \$5.3 million ending Fund Balance assumes all capital projects are completed by the end of the fiscal year.

### **Special Revenue Funds**

#### **Measure E Fund**

The City segregates the accounting (revenue and expenditures) for the City's voter-approved one-cent transaction and use tax in Fund 200 (Measure E Fund) in order to ensure this general purpose tax is used for its intended purpose (police and fire services; and streets and parks projects).

	<b>Revenues</b>	<b>Expenditures</b>
FY 2021-22 Adopted Budget	\$ 6,362,500	\$ 7,757,324
Estimated Amounts @ 6/30/22	\$ 6,812,500	\$ 9,256,711
Recommended Adjustment	\$ 450,000	\$ 1,499,387

Measure E Fund revenues are currently expected to be approximately \$450,000 higher than originally anticipated due to increased collections of Sales Tax revenues consistent with waning impacts of the COVID Crisis on overall sales tax. Measure E Fund expenditures are expected to be approximately \$1,499,387 higher than originally anticipated due to labor cost-of-living adjustments provided and effective July 2021; increases in the allocation of pension obligation bond costs related to Measure E staffing levels; and the addition of a \$1.4 million capital project related to Police Radio Dispatch Infrastructure previously approved by the City Council. All streets and parks capital projects remain fully budgeted in the Measure E Fund - with work currently underway on many of them.

It is anticipated that the Measure E Fund will have approximately \$2.0 million in Fund Balance on June 30, 2022. These funds may be appropriated for any Measure E related purpose in future fiscal years.

<b><u>Gas Tax Fund</u></b>	<b>Revenues</b>	<b>Expenditures</b>
FY 2021-22 Adopted Budget	\$ 822,153	\$ 818,000
Estimated Amounts @ 6/30/22	\$ 863,994	\$ 818,000
Recommended Adjustment	\$ 41,841	\$ -

Gas Tax Fund revenues are projected to come in approximately \$41,841 more than originally budgeted due to higher anticipated collections of gas tax and SB-1 revenues. Gas Tax expenditures are projected to be the same as originally budgeted. Capital amounts budgeted for street maintenance and rehabilitation remain

unchanged and will be carried over into next year if unspent by the end of the fiscal year.

It is anticipated that the Gas Tax Fund will have approximately \$141,000 in Fund Balance on June 30, 2022. These funds are typically used to fund the City's street maintenance and rehabilitation projects; and a transfer to the Traffic Safety Fund for streetlight utility and maintenance costs.

<b><u>Traffic Safety Fund</u></b>	<b>Revenues</b>	<b>Expenditures</b>
FY 2021-22 Adopted Budget	\$ 160,100	\$ 156,000
Estimated Amounts @ 6/30/22	\$ 160,100	\$ 156,000
Recommended Adjustment	\$ -	\$ -

The Traffic Safety Fund typically funds citywide streetlight electricity and maintenance costs. There are no changes anticipated for Traffic Safety Fund revenues or expenditures.

It is anticipated that the Traffic Safety Fund will have approximately \$5,600 in Fund Balance on June 30, 2022.

<b><u>Fire Reserve Fund</u></b>	<b>Revenues</b>	<b>Expenditures</b>
FY 2021-22 Adopted Budget	\$ 1,000	\$ 5,000
Estimated Amounts @ 6/30/22	\$ 96,500	\$ 50,000
Recommended Adjustment	\$ 95,500	\$ 45,000

Fire Reserve Fund revenues are projected to be approximately \$95,500 higher than those originally budgeted based on Fire Strike Team equipment usage and administrative reimbursements for participating in qualifying multiple-agency statewide fire suppression events. These funds may be used for applicable fire equipment replacement costs. Fire Reserve Fund expenditures are recommended to increase by \$45,000 to provide funding for Fire Department needs otherwise paid for from the City's General Fund.

It is anticipated that the Fire Reserve Fund will have approximately \$218,000 in Fund Balance on June 30, 2022. These funds may be appropriated in future fiscal years towards eligible fire equipment replacement costs.

<b><u>Developer Impact Fee Fund</u></b>	<b><u>Revenues</u></b>	<b><u>Expenditures</u></b>
FY 2021-22 Adopted Budget	\$ 40,000	\$ -
Estimated Amounts @ 6/30/22	\$ 120,809	\$ 1,120,000
Recommended Adjustment	\$ 80,809	\$ 1,120,000

Developer Impact Fee Fund revenues are projected to be approximately \$80,809 higher than those originally budgeted based on fee collections to date and anticipated interest earnings through the end of the fiscal year. Developer Impact Fee Fund expenditures are projected to be \$1,120,000 higher due to the re-budgeting of unexpended appropriations during FY 2020-21. These funds are expected to be used towards the Storm Drain Plan, East Main Street Improvement and Matson Creek Phase I projects.

It is anticipated that the Developer Impact Fee Fund will have approximately \$2.6 million in Fund Balance on June 30, 2022. These funds may be appropriated in future fiscal years towards eligible development impact / mitigation projects consistent with collection of fees for specific purposes.

<b><u>Capital Projects Fund</u></b>	<b><u>Revenues</u></b>	<b><u>Expenditures</u></b>
FY 2021-22 Adopted Budget	\$ 8,916,046	\$ 8,916,046
Estimated Amounts @ 6/30/22	\$ 11,989,095	\$ 11,984,536
Recommended Adjustment	\$ 3,073,049	\$ 3,068,490

The Capital Projects Fund accounts for non-enterprise Capital Projects citywide. Capital Projects are typically funded with non-discretionary (grants, fees, etc.) revenue sources and transfers in from other funds. Capital Projects Fund revenues are recommended to increase by \$3,073,049 to account for the transfer from the Developer Impact Fee Fund (previously discussed), reimbursements from Cal OES for storm damage costs and the first half of the federal funding received from the American Rescue Plan Act (ARPA) to be used towards eligible expenditures. Capital Projects Fund expenditures are recommended to increase by \$3,068,490 to account for anticipated expenditures towards the Storm Drain Plan, E. Main Improvements, Matson Creek, Mill Street Pedestrian Plaza and Winter Storm Damage cleanup.

<b><u>Special Projects Fund</u></b>	<b><u>Revenues</u></b>	<b><u>Expenditures</u></b>
FY 2021-22 Adopted Budget	\$ 500	\$ -
Estimated Amounts @ 6/30/22	\$ 153,106	\$ 35,828
Recommended Adjustment	\$ 152,606	\$ 35,828

The Special Projects Fund accounts for certain projects funded by development-related / mitigation funding sources. Special Projects Fund revenues are

recommended to increase by \$152,606 to account for Regional Transportation Mitigation Fee (RTMF) revenues received from NCTC to be used towards applicable future projects. Special Projects Fund expenditures are recommended to increase by \$35,828 to account for approved landscaping costs.

Fund Balance in the Special Projects Fund is estimated to be \$583,000 on June 30, 2022.

### **Other Funds**

Fund Schedules for other funds (some with recommended adjustments) are also included with the Mid-Year Report. The funds include the following:

- Vehicle Replacement Fund
- Animal Shelter Fund
- EPA Site Grant Fund
- E. Daniels Park Fund
- DUI Grant Fund
- Grass Valley Successor Agency Fund

CDBG / HOME Grant(s) and Assessment District Funds do not have any recommended adjustments at this time - although it should be mentioned that any program income made available for the CDBG Business Loan Program and/or the HOME First Time Homebuyer Loan Program is eligible to be used towards the Memorial Park Pool Project and new first time homebuyer loans, respectively.

### **FY 2022-23 Budget Development**

As the City begins the budget process for Fiscal Year 2022-23, it is critical to understand the issues impacting the City's finances in the future. Although the impacts of the COVID-19 Pandemic are expected to wane, rising inflation, investment returns and the continued ability to attract and retain top-notch staff are likely to impact future budgets. As such, staff will regularly monitor financial activity and report back to the City Council and the public over the next few months consistent with the annual budget process typically undertaken by staff and leading up the final adoption of the FY 2022-23 budget in June 2022.

Similar to the process used with the development of the Fiscal Year 2021-22 budget, staff will focus on recommending an annual spending plan that addresses community priorities without compromising the efficacy of existing levels of service.

**Council Goals/Objectives:** The consideration and approval of the budgetary mid-year adjustments executes a portion of the work tasks towards achieving Economic Development and Vitality; and High Performance Government and Quality Service.

**Fiscal Impact:** The Fiscal Year 2021-22 recommended budget modifications balance expenditures with anticipated revenues and carryover monies for noted funds.

**Funds Available:** Yes

**Account #:** All City Funds

**Reviewed by:** City Manager

**Attachments:**

## Fund Schedules for:

- Fund 100 - General Fund
- Fund 500 - Water Enterprise Fund
- Fund 510 - Sewer Enterprise Fund
- Fund 200 - Measure E Fund
- Fund 201 - Gas Tax Fund
- Fund 202 - Traffic Safety Fund
- Fund 203 - Fire Reserve Fund
- Fund 206 - Developer Impact Fee Fund
- Fund 300 - Capital Projects Fund
- Fund 310 - Special Projects Fund
- Fund 204 - DUI Grant Fund
- Fund 205 - EPA Site Grant Fund
- Fund 225 - Vehicle Replacement Fund
- Fund 450 - E. Daniels Park Fund
- Fund 451 - Animal Shelter Fund
- Fund 780 - Grass Valley Successor Agency Fund

**City of Grass Valley**  
**Fiscal Year 2021-22 Mid-Year Budget**  
**General Fund Revenue and Expenditure Detail**

	Actual FY 2019-20	Actual FY 2020-21	Adopted Budget FY 2021-22	Mid-Year Budget FY 2021-22
<b>REVENUES</b>				
Taxes	\$ 10,469,532	12,185,414	11,389,103	12,336,788
Franchises	789,343	886,159	818,000	883,000
Licenses	194,312	201,927	188,425	188,425
Services Charges / Fees	850,614	1,361,064	1,671,075	1,740,075
Interest & Use of Money	178,820	27,984	60,000	32,500
Other Agencies	302,488	515,690	407,535	815,116
Cost Reimbursements / Transfers	29,390	206,561	3,000	3,000
Other Revenues	63,006	169,020	8,250	21,000
Other Financing Sources	-	-	-	-
<b>Total Revenues</b>	<b>\$ 12,877,505</b>	<b>15,553,819</b>	<b>14,545,388</b>	<b>16,019,904</b>
<b>EXPENDITURES</b>				
City Council	\$ 29,202	31,365	30,385	30,385
City Manager	343,075	271,026	326,890	337,342
Finance Department	568,325	472,421	483,253	488,195
Personnel	11,664	28,434	35,500	35,500
Information Systems	178,735	408,582	205,400	250,400
City Attorney	230,301	167,130	200,000	200,000
Police Department	4,539,231	4,523,063	4,765,547	4,996,076
Police Department - Animal Control	196,612	178,199	198,217	226,801
Fire Department	2,153,259	2,567,289	2,858,811	3,234,705
Community Development - Planning	291,544	492,210	372,570	423,783
Community Development - Building	424,100	474,812	420,438	373,576
Public Works - Engineering	346,678	370,398	291,689	359,128
Public Works - Facilities	121,576	112,361	118,305	121,292
Public Works - Fleet Services	227,791	222,073	245,686	237,135
Public Works - Streets	496,521	474,231	488,506	515,610
Parks and Recreation - Swimming Pool	80,835	31,706	35,060	35,796
Parks and Recreation - Parks Maintenance	370,175	279,024	366,690	425,899
Parks and Recreation - Recreation	-	-	-	-
Non-Departmental	2,275,296	1,426,798	1,753,596	1,861,443
Debt Service	442,370	1,019,104	992,342	1,027,805
Appropriation for Contingency	-	250,000	250,000	250,000
Transfers Out	488,805	192,326	85,000	85,000
<b>Total Expenditures</b>	<b>\$ 13,816,095</b>	<b>\$ 13,992,552</b>	<b>\$ 14,523,885</b>	<b>\$ 15,515,871</b>
Excess / (Deficit) of Revenues over Expenditures	\$ (938,590)	1,561,267	21,503	504,033
Reserve Transfer to Impact Fee Fund	-	-	-	-
Beginning Fund Balance	\$ 8,671,969	7,733,379	9,294,646	9,294,646
Ending Fund Balance	\$ 7,733,379	9,294,646	9,316,149	9,798,679
<b>Less - Designated Reserves:</b>				
Construction Deposits	\$ 114,393	215,595	215,595	215,595
Police Department Property Deposits	69,430	63,409	63,409	63,409
Asset Forfeiture Funds	9,252	9,252	9,252	9,252
Narcotics Investigation	12,823	12,823	12,823	12,823
SMA Park Funds	-	-	-	-
North Star Rock Road Mitigation	16,543	16,543	16,543	16,543
Infrastructure Repair and Replacement	19,187	19,187	19,187	19,187
Tree Preservation	10,700	10,700	10,700	10,700
Whispering Pines	153,160	153,160	153,160	153,160
PARSAC Claim Reserves	75,000	75,000	75,000	75,000
ADA Access - SB 1186	22,394	14,232	14,232	14,232
Pension Stabilization Reserve	1,500,000	1,500,000	1,500,000	1,500,000
OPEB Stabilization Reserve	500,000	500,000	500,000	500,000
Capital and Deferred Maintenance Reserve	1,000,000	1,000,000	1,000,000	1,000,000
Economic Contingency Reserve	2,500,000	2,500,000	2,500,000	2,500,000
Amount Not Obligated at Year End	\$ 1,730,497	3,204,745	3,226,248	3,708,778

**City of Grass Valley**  
**Fiscal Year 2021-22 Mid-Year Budget**  
**General Fund Revenue Account Detail**

<b>Description</b>	<b>Actuals FY 2019-20</b>	<b>Actuals FY 2020-21</b>	<b>Adopted Budget FY 2021-22</b>	<b>Mid-Year Budget FY 2021-22</b>
Property Taxes	\$ 2,806,980	2,990,699	3,045,300	3,055,000
RPTTF Residual Property Tax Distributions	277,421	310,844	280,500	280,500
Property Tax in Lieu of MVLF	1,311,679	1,380,634	1,422,053	1,437,038
Sales Taxes	6,830,132	7,641,707	7,050,000	7,800,000
ERAF in Lieu of Sales Tax	-	-	-	-
Sales Tax Payment to Nevada County	(1,537,505)	(1,131,479)	(1,233,750)	(1,233,750)
Transient Occupancy Taxes	697,942	881,875	775,000	900,000
Real Estate Transfer Taxes	60,869	89,205	50,000	75,000
Property Tax Homeowners Exemption	22,014	21,929	-	23,000
Property Tax Payment to NCCFPD	-	-	-	-
<b>TOTAL TAXES</b>	<b>\$ 10,469,532</b>	<b>12,185,414</b>	<b>11,389,103</b>	<b>12,336,788</b>
Franchise - Gas & Electric	\$ 161,051	162,288	163,000	163,000
Franchise - Solid Waste	465,273	495,547	490,000	500,000
Franchise - Cable TV	163,019	228,324	165,000	220,000
<b>TOTAL FRANCHISES</b>	<b>\$ 789,343</b>	<b>886,159</b>	<b>818,000</b>	<b>883,000</b>
Business Licenses	\$ 191,394	201,894	185,925	185,925
Business License Penalties	2,918	33	2,500	2,500
<b>TOTAL LICENSES</b>	<b>\$ 194,312</b>	<b>201,927</b>	<b>188,425</b>	<b>188,425</b>
Planning Department Fees / Permits	\$ 50,446	102,579	65,000	130,000
Building Department Fees / Permits	250,965	339,917	250,000	250,000
Code Enforcement Penalties	34,746	-	-	-
Fire Department Fees / Permits	99,987	560,256	958,650	948,650
Fire Department Assessments	248,920	253,492	245,000	250,000
Public Works / Engineering Fees / Permits	16,558	15,290	14,000	13,500
Animal Shelter Fees / Other Revenues	35,160	35,881	71,000	71,000
Police Department Fees / Other Revenues	71,905	30,359	34,175	36,675
Parks Department Fees	41,927	23,290	33,250	40,250
<b>TOTAL SERVICE CHARGES / FEES</b>	<b>\$ 850,614</b>	<b>1,361,064</b>	<b>1,671,075</b>	<b>1,740,075</b>

**City of Grass Valley**  
**Fiscal Year 2021-22 Mid-Year Budget**  
**General Fund Revenue Account Detail**

Description	Actuals FY 2019-20	Actuals FY 2020-21	Adopted Budget FY 2021-22	Mid-Year Budget FY 2021-22
Interest Earnings	\$ 178,820	27,984	60,000	32,500
Unrealized Gain / (Loss) on Investments	-	-	-	-
<b>TOTAL INTEREST &amp; USE OF MONEY</b>	<b>\$ 178,820</b>	<b>27,984</b>	<b>60,000</b>	<b>32,500</b>
Motor Vehicle License Fees	\$ 10,178	9,436	10,000	9,500
Beverage Recycling Program	5,000	4,361	5,000	5,000
Public Safety - Proposition 172	113,776	109,853	140,035	140,035
Public Safety Grants	24,232	211,791	147,000	147,000
FEMA Grants	-	-	-	-
COPS Grant - AB 3229	125,000	100,000	100,000	332,495
SB-2 / LEAP Planning Grant	-	57,058	-	167,942
POST Reimbursements	17,041	12,094	-	7,644
Other State Reimbursements	-	4,000	4,000	4,000
ADA Disability (SB-1186 Fee)	7,261	7,097	1,500	1,500
<b>TOTAL FROM OTHER AGENCIES</b>	<b>\$ 302,488</b>	<b>515,690</b>	<b>407,535</b>	<b>815,116</b>
Expense Reimbursements	\$ 26,390	206,561	-	-
Transfer In from Gas Tax Fund	3,000	-	-	3,000
Transfer In from AB1600 Fire Fac Reserve	-	-	-	-
Transfer in from Developer Impact Fees	-	-	-	-
<b>TOTAL COST REIMBURSEMENTS / TRANSFERS</b>	<b>\$ 29,390</b>	<b>206,561</b>	<b>3,000</b>	<b>3,000</b>
<b>TOTAL OTHER REVENUES</b>	<b>\$ 63,006</b>	<b>169,020</b>	<b>8,250</b>	<b>21,000</b>
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>\$ -</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL GENERAL FUND</b>	<b>\$ 12,877,505</b>	<b>15,553,819</b>	<b>14,545,388</b>	<b>16,019,904</b>



**City of Grass Valley**  
**Fiscal Year 2021-22 Mid-Year Budget**  
**General Fund**

**Departmental Expenditure Account Detail**

	<b><u>Actual</u></b> <b><u>FY 2019-20</u></b>	<b><u>Actual</u></b> <b><u>FY 2020-21</u></b>	<b><u>Adopted Budget</u></b> <b><u>FY 2021-22</u></b>	<b><u>Mid-Year Budget</u></b> <b><u>FY 2021-22</u></b>
<b><u>City Administration</u></b>				
<b>City Council - 101</b>				
Personal Services	\$ 18,192	\$ 20,007	\$ 18,085	\$ 18,085
Services and Supplies	11,010	11,358	12,300	12,300
Cost Allocation	-	-	-	-
Capital Outlay	-	-	-	-
<b>Total:</b>	<b>\$ 29,202</b>	<b>31,365</b>	<b>30,385</b>	<b>30,385</b>
<b>City Manager - 102</b>				
Personal Services	\$ 324,958	242,210	306,345	316,797
Services and Supplies	18,117	28,816	20,545	20,545
Cost Allocation	-	-	-	-
Capital Outlay	-	-	-	-
<b>Total:</b>	<b>\$ 343,075</b>	<b>271,026</b>	<b>326,890</b>	<b>337,342</b>
<b>Finance Department - 104</b>				
Personal Services	\$ 361,451	364,725	436,953	441,895
Services and Supplies	206,874	107,696	46,300	46,300
Cost Allocation	-	-	-	-
Capital Outlay	-	-	-	-
<b>Total:</b>	<b>\$ 568,325</b>	<b>472,421</b>	<b>483,253</b>	<b>488,195</b>
<b>Personnel - 103</b>				
Personal Services	\$ -	-	-	-
Services and Supplies	11,664	28,434	35,500	35,500
Cost Allocation	-	-	-	-
Capital Outlay	-	-	-	-
<b>Total:</b>	<b>\$ 11,664</b>	<b>28,434</b>	<b>35,500</b>	<b>35,500</b>
<b>Information Services - 105</b>				
Personal Services	\$ -	-	-	-
Services and Supplies	207,893	271,498	259,000	334,000
Cost Allocation	(83,157)	-	(103,600)	(133,600)
Capital Outlay	53,999	137,084	50,000	50,000
<b>Total:</b>	<b>\$ 178,735</b>	<b>408,582</b>	<b>205,400</b>	<b>250,400</b>

**City of Grass Valley**  
**Fiscal Year 2021-22 Mid-Year Budget**  
**General Fund**

**Departmental Expenditure Account Detail**

	<b>Actual FY 2019-20</b>	<b>Actual FY 2020-21</b>	<b>Adopted Budget FY 2021-22</b>	<b>Mid-Year Budget FY 2021-22</b>
<b>City Attorney - 106</b>				
Personal Services	\$ -	-	-	-
Services and Supplies	230,301	167,130	200,000	200,000
Cost Allocation	-	-	-	-
Capital Outlay	-	-	-	-
<b>Total:</b>	<b>\$ 230,301</b>	<b>167,130</b>	<b>200,000</b>	<b>200,000</b>
<b><u>Public Safety</u></b>				
<b>Police - 201</b>				
Personal Services	\$ 3,617,025	3,403,108	3,704,075	3,909,604
Services and Supplies	910,280	1,093,970	1,056,472	1,081,472
Capital Outlay	11,926	25,985	5,000	5,000
<b>Total:</b>	<b>\$ 4,539,231</b>	<b>4,523,063</b>	<b>4,765,547</b>	<b>4,996,076</b>
<b>Police - Animal Control - 202</b>				
Personal Services	\$ 136,804	149,257	163,517	189,601
Services and Supplies	59,808	28,942	34,700	37,200
Capital Outlay	-	-	-	-
<b>Total:</b>	<b>\$ 196,612</b>	<b>178,199</b>	<b>198,217</b>	<b>226,801</b>
<b>Fire - 203</b>				
Personal Services	\$ 1,587,994	1,979,554	2,275,261	2,595,155
Services and Supplies	565,265	587,735	583,550	639,550
Capital Outlay	-	-	-	-
<b>Total:</b>	<b>\$ 2,153,259</b>	<b>2,567,289</b>	<b>2,858,811</b>	<b>3,234,705</b>
<b><u>Community Development</u></b>				
<b>Planning - 301</b>				
Personal Services	\$ 254,429	319,847	328,370	339,583
Services and Supplies	37,115	172,363	44,200	84,200
Capital Outlay	-	-	-	-
<b>Total:</b>	<b>\$ 291,544</b>	<b>492,210</b>	<b>372,570</b>	<b>423,783</b>

**City of Grass Valley**  
**Fiscal Year 2021-22 Mid-Year Budget**  
**General Fund**

**Departmental Expenditure Account Detail**

	<b>Actual FY 2019-20</b>	<b>Actual FY 2020-21</b>	<b>Adopted Budget FY 2021-22</b>	<b>Mid-Year Budget FY 2021-22</b>
<b>Building - 302</b>				
Personal Services	\$ 350,916	361,010	353,688	246,826
Services and Supplies	73,184	113,802	66,750	126,750
Capital Outlay	-	-	-	-
<b>Total:</b>	<b>\$ 424,100</b>	<b>474,812</b>	<b>420,438</b>	<b>373,576</b>
<b><u>Public Works</u></b>				
<b>Engineering - 401</b>				
Personal Services	\$ 327,768	350,213	279,689	347,128
Services and Supplies	18,910	20,185	12,000	12,000
Capital Outlay	-	-	-	-
<b>Total:</b>	<b>\$ 346,678</b>	<b>370,398</b>	<b>291,689</b>	<b>359,128</b>
<b>Facilities - 404</b>				
Personal Services	\$ 74,628	73,144	74,205	77,192
Services and Supplies	46,948	39,217	44,100	44,100
Capital Outlay	-	-	-	-
<b>Total:</b>	<b>\$ 121,576</b>	<b>112,361</b>	<b>118,305</b>	<b>121,292</b>
<b>Fleet Services - 403</b>				
Personal Services	\$ 145,307	149,354	179,686	171,135
Services and Supplies	82,484	72,719	66,000	66,000
Capital Outlay	-	-	-	-
<b>Total:</b>	<b>\$ 227,791</b>	<b>222,073</b>	<b>245,686</b>	<b>237,135</b>
<b>Streets - 402</b>				
Personal Services	\$ 379,815	343,974	376,006	403,110
Services and Supplies	116,706	130,257	112,500	112,500
Capital Outlay	-	-	-	-
<b>Total:</b>	<b>\$ 496,521</b>	<b>474,231</b>	<b>488,506</b>	<b>515,610</b>

**City of Grass Valley**  
**Fiscal Year 2021-22 Mid-Year Budget**  
**General Fund**

**Departmental Expenditure Account Detail**

	<b><u>Actual</u></b> <b><u>FY 2019-20</u></b>	<b><u>Actual</u></b> <b><u>FY 2020-21</u></b>	<b><u>Adopted Budget</u></b> <b><u>FY 2021-22</u></b>	<b><u>Mid-Year Budget</u></b> <b><u>FY 2021-22</u></b>
<b><u>Parks and Recreation</u></b>				
<b>Swimming Pool - 502</b>				
Personal Services	\$ 30,729	16,067	13,710	14,446
Services and Supplies	50,106	15,639	21,350	21,350
Capital Outlay	-	-	-	-
<b>Total:</b>	<b>\$ 80,835</b>	<b>31,706</b>	<b>35,060</b>	<b>35,796</b>
<b>Parks Maintenance - 501 / 504</b>				
Personal Services	\$ 190,540	202,763	191,690	193,899
Services and Supplies	179,635	76,261	175,000	232,000
Capital Outlay	-	-	-	-
<b>Total:</b>	<b>\$ 370,175</b>	<b>279,024</b>	<b>366,690</b>	<b>425,899</b>
<b>Recreation - XX (In Parks FY 2020-21 Amended)</b>				
Personal Services	\$ -	-	-	-
Services and Supplies	-	-	-	-
Capital Outlay	-	-	-	-
<b>Total:</b>	<b>\$ -</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>Non-Departmental / Other</u></b>				
<b>Non-Departmental - 601</b>				
Personal Services	\$ 1,136,908	440,487	389,888	455,249
Services and Supplies	1,091,399	1,140,468	993,708	1,036,194
Cost Allocation	-	-	-	-
Appropriation for Contingency	6,366	95,843	250,000	250,000
Reimbursable Costs	40,623	-	-	-
Capital Outlay	-	-	370,000	370,000
<b>Total:</b>	<b>\$ 2,275,296</b>	<b>1,676,798</b>	<b>2,003,596</b>	<b>2,111,443</b>

**City of Grass Valley**  
**Fiscal Year 2021-22 Mid-Year Budget**  
**General Fund**

**Departmental Expenditure Account Detail**

	<b><u>Actual FY 2019-20</u></b>	<b><u>Actual FY 2020-21</u></b>	<b><u>Adopted Budget FY 2021-22</u></b>	<b><u>Mid-Year Budget FY 2021-22</u></b>
<b>Debt Service - 5275</b>				
Facility Improvements	-	-	-	-
Pension Obligation Bonds	\$ 360,633	908,914	904,191	904,191
Opterra Solar / Backhoe Leases	81,737	110,190	88,151	123,614
<b>Total:</b>	<b>\$ 442,370</b>	<b>1,019,104</b>	<b>992,342</b>	<b>1,027,805</b>
<b>Transfers Out - 5899</b>				
Capital Projects - Fund 180	\$ 488,805	192,326	85,000	85,000
Vehicle Replacement - Fund 310	-	-	-	-
Fire Reserve Fund - Fund 121	-	-	-	-
Dorsey Marketplace - 6208 <i>(Reimbursed)</i>	-	-	-	-
<b>Total:</b>	<b>\$ 488,805</b>	<b>192,326</b>	<b>85,000</b>	<b>85,000</b>
<b>Total Appropriations - General Fund</b>	<b><u>\$ 13,816,095</u></b>	<b><u>\$ 13,992,552</u></b>	<b><u>\$ 14,523,885</u></b>	<b><u>\$ 15,515,871</u></b>

<b>Total Personal Services:</b>	<b>\$ 8,937,464</b>	<b>\$ 8,415,720</b>	<b>\$ 9,091,168</b>	<b>\$ 9,719,705</b>
<b>Total Services and Supplies:</b>	<b>3,917,699</b>	<b>4,106,490</b>	<b>3,783,975</b>	<b>4,141,961</b>
<b>Total Cost Allocations:</b>	<b>(83,157)</b>	<b>-</b>	<b>(103,600)</b>	<b>(133,600)</b>
<b>Total Capital Outlay:</b>	<b>65,925</b>	<b>163,069</b>	<b>425,000</b>	<b>425,000</b>
<b>Total Debt Service:</b>	<b>442,370</b>	<b>1,019,104</b>	<b>992,342</b>	<b>1,027,805</b>
<b>Total Reimbursable Costs:</b>	<b>40,623</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Transfers Out:</b>	<b>488,805</b>	<b>192,326</b>	<b>85,000</b>	<b>85,000</b>
<b>Total Appropriation For Contingency:</b>	<b>6,366</b>	<b>95,843</b>	<b>250,000</b>	<b>250,000</b>

**City of Grass Valley**  
**Fiscal Year 2021-22 Mid-Year Budget**  
**Water Fund (Fund 500)**

	Actuals FY 2019-20	Actuals FY 2020-21	Adopted Budget FY 2021-22	Mid-Year Budget FY 2021-22
<b>Revenues:</b>				
Water User Fees	\$ 2,291,388	2,241,783	2,200,000	2,200,000
Water Connection Fees	118,660	184,881	20,000	20,000
Lease Revenues	47,390	45,707	50,000	50,000
Interest Earnings	80,612	126,435	15,000	15,000
Miscellaneous Revenues	15,658	25	10,000	10,000
Proceeds of Debt	-	-	-	-
Transfers In From Other Funds	-	-	-	-
	<u>\$ 2,553,708</u>	<u>2,598,831</u>	<u>2,295,000</u>	<u>2,295,000</u>
<b>Expenditures:</b>				
Administration - Personal Services	\$ 179,380	154,301	184,009	218,419
Administration - Non-Personal Services	185,431	195,826	190,000	190,000
Plant - Personal Services	193,217	179,566	169,497	169,405
Plant - Non-Personal Services	586,749	455,248	580,000	580,000
Distribution - Personal Services	226,642	183,765	209,532	220,466
Distribution - Non-Personal Services	165,953	152,723	140,000	140,000
CalPERS UAAL Payment	85,895	11,136	11,500	11,500
Workers Compensation Expenses	24,177	11,376	35,000	35,000
Debt Service	329,064	329,547	470,750	470,750
Information Technology Cost Allocation	41,579	-	51,800	51,800
Capital Outlay	108,281	1,172	-	-
Capital Expenses	2,349,351	114,845	1,875,000	1,875,000
Transfers Out - Capital Projects Fund	39,042	29,650	200,000	200,000
	<u>\$ 4,514,761</u>	<u>1,819,155</u>	<u>4,117,088</u>	<u>4,162,340</u>
Excess (deficit) of revenues over expenditures	\$ (1,961,053)	779,676	(1,822,088)	(1,867,340)
Beginning Fund Balance	\$ 4,766,359	2,805,306	3,584,982	3,584,982
Ending Fund Balance	<u>\$ 2,805,306</u>	<u>3,584,982</u>	<u>1,762,894</u>	<u>1,717,642</u>
Reserved Fund Balance:				
Safe Drinking Water Loan Debt Svc. Reserve	\$ 148,700	148,700	148,700	148,700
Trustee Cash - Capital Leases Payable	-	-	-	-
Pension Reserve	75,000	75,000	75,000	75,000
Working Capital Reserve	325,000	325,000	325,000	325,000
Water System Reinvestment Reserve	360,663	360,663	360,663	360,663
Emergency Reserve	300,000	300,000	300,000	300,000
Connection Fee Capital Reserve	-	-	-	-
Unobligated Fund Balance	<u>\$ 1,595,943</u>	<u>2,375,619</u>	<u>553,531</u>	<u>508,279</u>

**City of Grass Valley**  
**Fiscal Year 2021-22 Mid-Year Budget**  
**Water Fund (Fund 500)**

**Capital Expenditure Detail**

<b>Capital Expenditures</b>	<b>Actuals FY 2019-20</b>	<b>Actuals FY 2020-21</b>	<b>Adopted Budget FY 2021-22</b>	<b>Mid-Year Budget FY 2021-22</b>
Trf Capital 61430 - Financial System Replemt	\$ 17,167	29,650	-	-
Trf Capital 63420 - City Hall / PD Security	-	-	-	-
Trf Capital 63740 - Florence Avenue Project	-	-	-	-
Trf Capital 63900 - Aerial Survey Update	21,875	-	-	-
Trf Capital 64150 - Memorial Park CDBG Project	-	-	200,000	200,000
XXXX - Water Line Repl - Linden / Church	-	-	200,000	200,000
65170 - Treatment Plant Security	110,248	-	-	-
65210 - Water Systems Plan	18,283	-	10,000	10,000
65240 - Empire Water Tank	-	-	200,000	200,000
65280 - 2011 Water Line (Depot Street)	-	-	530,000	530,000
65300 - Jan/Hill Water Project	-	-	150,000	150,000
65330 - Water Treatment Plant Maintenance	356,750	54,105	210,000	210,000
65340 - Annual Water System Maintenance	137,590	60,727	400,000	400,000
65350 - Annual Flushing Program	578	-	100,000	100,000
65230 - Water Rate Impact Fee Study	-	-	75,000	75,000
65370 - Richardson St Line Replacement	1,725,902	13	-	-
	<u>\$ 2,388,393</u>	<u>144,495</u>	<u>2,075,000</u>	<u>2,075,000</u>

**City of Grass Valley**  
**Fiscal Year 2021-22 Mid-Year Budget**  
**Sewer Fund (Fund 510)**

	Actual FY 2019-20	Actual FY 2020-21	Adopted Budget FY 2021-22	Mid-Year Budget FY 2021-22
<b>Revenues:</b>				
Wastewater Service Fees	\$ 4,823,616	4,792,139	4,750,000	4,750,000
Industrial Waste Permits	250,491	362,183	250,000	250,000
Sewer Connection Fees	155,347	428,155	50,000	50,000
Grants	2,210,005	1,513,809	-	-
Lease Agreement Revenues	-	-	-	-
Miscellaneous Revenues	32,422	-	5,000	5,000
Interest Earnings	113,212	16,668	40,000	40,000
Expense Reimbursements	798	-	-	-
Gain on Sales of Assets	-	-	-	-
Transfers In From Other Funds	-	-	-	-
	<u>\$ 7,585,891</u>	<u>7,112,954</u>	<u>5,095,000</u>	<u>5,095,000</u>
<b>Expenditures:</b>				
Administration - Personal Services	\$ 204,500	182,033	232,850	277,248
Administration - Non-Personal Services	351,193	385,774	325,000	325,000
Plant - Personal Services	652,028	784,471	741,295	732,191
Plant - Non-Personal Services	1,335,754	1,259,149	1,350,000	1,350,000
Collection - Personal Services	261,275	184,535	280,263	235,157
Collection - Non-Personal Services	134,014	90,433	80,000	80,000
CalPERS UAAL Payment	203,752	32,675	33,655	33,655
Workers Compensation Costs	39,124	28,994	85,000	85,000
Debt Service	1,301,860	1,448,310	1,626,435	1,626,435
Information Technology Cost Allocation	41,579	-	51,800	51,800
Other Expenses	-	-	-	-
Capital Outlay - Equipment	999,385	-	-	-
Capital Expenses	4,229,799	1,429,108	2,160,000	2,160,000
Transfers Out - Capital Projects Fund	234,137	29,650	-	-
	<u>\$ 9,988,400</u>	<u>5,855,132</u>	<u>6,966,298</u>	<u>6,956,486</u>
Excess (deficit) of revenues over expenditures	\$ (2,402,509)	1,257,822	(1,871,298)	(1,861,486)
Beginning Fund Balance	\$ 8,351,260	5,948,751	7,206,573	7,206,573
Ending Fund Balance	<u>\$ 5,948,751</u>	<u>7,206,573</u>	<u>5,335,275</u>	<u>5,345,087</u>
Reserved Fund Balance:				
Bond Reserve	\$ 44,512	-	-	-
Trustee Cash - Leases and Other Debt	587,972	1,109,052	1,109,052	1,109,052
FHMA Debt Service Reserve	134,362	134,362	134,362	134,362
Glenbrook Sewer Improvement Reserve	176,248	-	-	-
Working Capital Reserve	850,000	850,000	850,000	850,000
Pension Reserve	175,000	175,000	175,000	175,000
System Reinvestment Reserve	1,735,887	1,735,887	1,735,887	1,735,887
Emergency Reserve	750,000	750,000	750,000	750,000
Connection Fee Capital Reserve	-	-	-	-
Unobligated Fund Balance	<u>\$ 1,494,770</u>	<u>2,452,272</u>	<u>580,974</u>	<u>590,786</u>



**City of Grass Valley**  
**Fiscal Year 2021-22 Mid-Year Budget**  
**Sewer Fund (Fund 510)**

**Capital Expenditure Detail**

	Actual FY 2019-20	Actual FY 2020-21	Adopted Budget FY 2021-22	Mid-Year Budget FY 2021-22
<b>Capital Expenditures</b>				
Trf Capital 61430 - Financial System Replcmt	\$ 17,167	29,650	-	-
Trf Capital 63270 - Peabody Creek Restoration	15,000			
Trf Capital 63740 - Florence Avenue Project	-			
Trf Capital 63420 - WWTP Video Project	-	-	-	-
Trf Capital 63360 - Wolf Creek Trail Project	180,096	-	-	-
Trf Capital 63900 - Aerial Survey Update	21,875	-	-	-
66170 - WWTP Security Projects	320,971	-	-	-
66590 - NPDES 2008-13	-	-	60,000	60,000
66600 - WWTP Future Analysis	6,407	-	-	-
66690 - 2011 Sewer Line	1,154,085	-	-	-
66820 - Annual Sewer Maintenance	111,184	20,157	200,000	200,000
66890 - Annual WWTP Projects	62,681	154,261	1,300,000	1,300,000
66910 - GV Sewer System	-	-	-	-
66920 - Ocean Avenue Replacement	-	-	-	-
66960 - 2018 WWTP Improvements Project	2,568,480	1,247,245	50,000	50,000
66940 - Slate Creek Lift Station	5,991	7,445	450,000	450,000
XXXX - Lift Station Upgrades	-	-	-	-
XXXX - Sewer Rate Study	-	-	100,000	100,000
	<u>\$ 4,463,937</u>	<u>1,458,758</u>	<u>2,160,000</u>	<u>2,160,000</u>

**City of Grass Valley**  
**Fiscal Year 2021-22 Mid-Year Budget**  
**Measure E Fund (Fund 200)**

	Actual FY 2019-20	Actual FY 2020-21	Adopted Budget FY 2021-22	Mid-Year Budget FY 2021-22
<b>Revenues:</b>				
Measure N Sales Tax	\$ -	-	-	-
Measure E Sales Tax	5,886,331	6,634,724	6,350,000	6,800,000
Fire Department Response Reimbursement	12,565	23,087	5,000	5,000
Interest Income	60,635	17,371	7,500	7,500
Other Income	15,556	5,790	-	-
	<u>\$ 5,975,087</u>	<u>6,680,972</u>	<u>6,362,500</u>	<u>6,812,500</u>
<b>Expenditures:</b>				
Police - Personal Services	\$ 1,040,810	1,442,142	1,387,890	1,444,845
Police - Non-Personal Services	30,219	46,818	187,500	187,500
Fire - Personal Services	882,415	902,742	1,180,229	1,208,751
Fire - Non-Personal Services	100,951	95,286	172,894	172,894
Public Works - Personal Services	-	-	-	-
Public Works - Non-Personal Services	4,208	20,433	-	-
Safety - CalPERS UAAL Amortization	113,702	253,308	162,919	181,829
Safety - Liability Insurance	45,168	58,965	60,475	60,475
Safety - Worker's Compensation Costs	64,089	43,734	61,504	61,504
Police - Capital Outlay	227,748	129,937	270,000	265,000
Fire - Capital Outlay	796,883	265,298	273,913	273,913
Direct Capital Outlay - Streets & Parks	2,940,100	1,011,674	1,430,000	2,830,000
Transfers Out - Capital Projects Fund	2,287,583	916,780	2,520,000	2,520,000
Transfers Out - Gas Tax Fund	-	-	50,000	50,000
	<u>\$ 8,533,876</u>	<u>5,187,117</u>	<u>7,757,324</u>	<u>9,256,711</u>
Excess (deficit) of revenues over expenditures	\$ (2,558,789)	1,493,855	(1,394,824)	(2,444,211)
Beginning Fund Balance	\$ 5,492,502	2,933,713	4,427,568	4,427,568
Ending Fund Balance	<u>\$ 2,933,713</u>	<u>4,427,568</u>	<u>3,032,744</u>	<u>1,983,357</u>

**City of Grass Valley**  
**Fiscal Year 2021-22 Mid-Year Budget**  
**Measure E Fund (Fund 200)**

**Capital Expenditure Detail**

	Actual FY 2019-20	Actual FY 2020-21	Adopted Budget FY 2021-22	Mid-Year Budget FY 2021-22
<b>Capital Expenditures</b>				
Police Capital - Vehicles / Buildout	\$ 80,243	118,900	200,000	195,000
Police Capital - Equipment	147,505	11,037	70,000	70,000
Fire Capital - Fire Truck	564,063	-	-	-
Fire Capital - Vehicles / Buildout	213,497	8,311	228,913	228,913
Fire Capital - Equipment / Radios	19,323	256,987	45,000	45,000
63910 - Police Dept. Radio Infrastructure	-	6,428	-	1,400,000
64100 - Lyman Gilmore Field	1,619,792	-	-	-
64110 - Park Bathrooms	27,597	-	-	-
64130 - Minnie Park / Memorial Park Projects	557,687	-	-	-
64140 - Measure E Park Projects / Maintenance	735,024	1,005,246	780,000	780,000
XXXX - Condon Parking Lot Improvement	-	-	650,000	650,000
Trf to Gas Tax 61220 - Annual Street Mtc	-	-	50,000	50,000
Trf to Capital 61330 - Annual Street Rehab	-	38,726	-	-
Trf to Capital 61420 - Pavement Mgmt Plan	-	1,699	-	-
Trf to Capital 63850 - Measure E Street Projects	-	806,290	1,270,000	1,270,000
Trf to Capital 64140 - Measure E Parks	-	60,017	-	-
Trf to Capital 64150 - Memorial Park Pool / Fac	-	10,048	800,000	800,000
Trf to Capital 63370 - Condon Connector	19,365	-	-	-
Trf to Capital 63420 - City Hall / GVPD Video	106,598	-	-	-
Trf to Capital 63440 - Mill Street Pkg Lot	-	-	200,000	200,000
Trf to Capital 63850 - Measure E Park Projects	2,161,620	-	-	-
Trf to Capital 66006 - Slate Creek Drainage	-	-	200,000	200,000
Trf to Capital XXXX - HSIP Improvements	-	-	50,000	50,000
	<b>\$ 6,252,314</b>	<b>2,323,689</b>	<b>4,543,913</b>	<b>5,938,913</b>

*FY 2021-22 Staff Allocations - Measure E Fund:*

Police Department - 10.9 FTE

Fire Department - 10.2 FTE

**City of Grass Valley**  
**Fiscal Year 2021-22 Mid-Year Budget**  
**Gas Tax Fund (Fund 201)**

	Actual FY 2019-20	Actual FY 2020-21	Adopted Budget FY 2021-22	Mid-Year Budget FY 2021-22
<b>Revenues:</b>				
Section 2103 Apportionment	\$ 88,674	85,832	99,138	109,054
Section 2105 Apportionment	65,600	65,543	72,828	76,062
Section 2106 Apportionment	92,086	92,323	102,219	104,859
Section 2107 Apportionment	82,832	88,690	92,623	103,656
Section 2107.5 Apportionment	3,000	3,000	3,000	3,000
Road Repair / Accountability Act / Loan Repay	222,734	238,498	247,140	266,363
Proposition 42 Local Improvements	14,457	-	4,205	-
LTF / RSTP Funding (NCTC Pass-Through)	-	-	150,000	150,000
Transfers In - Measure E Fund	-	-	50,000	50,000
Interest Earnings	6,499	3,497	1,000	1,000
	<u>\$ 575,882</u>	<u>577,383</u>	<u>822,153</u>	<u>863,994</u>
<b>Expenditures:</b>				
Capital Outlay - Street Sweeper	\$ -	-	-	-
Transfers Out - General Fund	3,000	-	3,000	3,000
Transfers Out - Traffic Safety Fund	100,000	175,147	140,000	140,000
Transfers Out - Capital Projects Fund	1,412,682	631,620	675,000	675,000
	<u>\$ 1,515,682</u>	<u>806,767</u>	<u>818,000</u>	<u>818,000</u>
Excess (deficit) of revenues over expenditures	\$ (939,800)	(229,384)	4,153	45,994
Beginning Fund Balance	\$ 1,263,817	324,017	94,633	94,633
Ending Fund Balance	<u>\$ 324,017</u>	<u>94,633</u>	<u>98,786</u>	<u>140,627</u>

**Capital Expenditure Detail**

	Actual FY 2019-20	Actual FY 2020-21	Adopted Budget FY 2021-22	Final Budget FY 2021-22
<b>Capital Expenditures</b>				
Trf to Capital 61220 - Street Maintenance	\$ 39,850	122,296	100,000	100,000
Trf to Capital 61300 - Dorsey Drive	-	-	-	-
Trf to Capital 61330 - Street Rehab	1,341,231	505,000	550,000	550,000
Trf to Capital 61370 - Signal Maintenance	236	-	-	-
Trf to Capital 63630 - Annual Sidewalks	31,365	4,324	25,000	25,000
Trf to Capital 63350 - Wolf Creek Trail	-	-	-	-
	<u>\$ 1,412,682</u>	<u>631,620</u>	<u>675,000</u>	<u>675,000</u>

**City of Grass Valley**  
**Fiscal Year 2021-22 Mid-Year Budget**  
**Traffic Safety Fund (Fund 202)**

	Actual FY 2019-20	Actual FY 2020-21	Adopted Budget FY 2021-22	Mid-Year Budget FY 2021-22
<b>Revenues:</b>				
Parking Citation Revenue	\$ 34,465	19,452	20,000	20,000
Transfer In - Gas Tax Fund	100,000	175,147	140,000	140,000
Expense Reimbursements	-	-	-	-
Interest Earnings	457	(90)	100	100
	<u>\$ 134,922</u>	<u>194,509</u>	<u>160,100</u>	<u>160,100</u>
<b>Expenditures:</b>				
Utilities Costs	\$ 118,503	108,076	125,000	125,000
Professional Services / Contracts	66,706	52,408	30,000	30,000
Parking Citations	-	-	1,000	1,000
	<u>\$ 185,209</u>	<u>160,484</u>	<u>156,000</u>	<u>156,000</u>
Excess (deficit) of revenues over expenditures	<u>\$ (50,287)</u>	<u>34,025</u>	<u>4,100</u>	<u>4,100</u>
Beginning Fund Balance	\$ 17,785	(32,502)	1,523	1,523
Ending Fund Balance	<u>\$ (32,502)</u>	<u>1,523</u>	<u>5,623</u>	<u>5,623</u>

**City of Grass Valley**  
**Fiscal Year 2021-22 Mid-Year Budget**  
**Fire Reserve Fund (Fund 203)**

	Actual FY 2019-20	Actual FY 2020-21	Adopted Budget FY 2021-22	Mid-Year Budget FY 2021-22
<b>Revenues:</b>				
Strike Team Revenues	\$ 3,767	131,212	-	95,000
Transfers In - General Fund (Residual)	-	-	-	-
Interest Earnings	1,960	825	1,000	1,500
	<u>\$ 5,727</u>	<u>132,037</u>	<u>1,000</u>	<u>96,500</u>
<b>Expenditures:</b>				
Fire Department Expenditures	\$ 22,635	27,359	5,000	50,000
	<u>\$ 22,635</u>	<u>27,359</u>	<u>5,000</u>	<u>50,000</u>
Excess (deficit) of revenues over expenditures	\$ (16,908)	104,678	(4,000)	46,500
Beginning Fund Balance	\$ 99,142	82,234	186,912	186,912
Fund Balance Reserved - Nev. City Apparatus	\$ -	-	-	15,000
Ending Fund Balance	<u>\$ 82,234</u>	<u>186,912</u>	<u>182,912</u>	<u>218,412</u>

**City of Grass Valley**  
**Fiscal Year 2021-22 Mid-Year Budget**  
**Developer Impact Fee Fund (Fund 206)**

	Actual FY 2019-20	Actual FY 2020-21	Adopted Budget FY 2021-22	Mid-Year Budget FY 2021-22
<b>Revenues:</b>				
Local Drainage Impact Fees	\$ 10,903	38,625	-	6,478
Fire Services Impact Fees	23,233	64,197	-	10,110
Police Services Impact Fees	9,231	25,249	-	5,409
Admin / General Facilities Impact Fees	12,657	34,525	-	4,853
Subdivision Map Act Fees	-	4,700	-	-
Regional Circulation Impact Fees	-	3,902	-	-
Regional Storm Drainage Impact Fees	-	-	-	-
Parks / Recreation Impact Fees	75,499	205,840	-	23,202
GV Transportation Improvement Impact Fees	78,447	231,586	-	33,589
GV Transportation Administrative Fees	3,320	6,137	-	339
Glenbrook Basin Traffic Impact Fees	-	1,388	-	1,829
McKnight Way Recapture Impact Fees	-	5,580	-	-
Interest Earnings	65,931	28,391	40,000	35,000
	<u>\$ 279,221</u>	<u>650,120</u>	<u>40,000</u>	<u>120,809</u>
<b>Expenditures:</b>				
Police Department Capital Outlay	\$ -	-	-	-
Fire Department Capital Outlay	-	-	-	-
City Hall / Park Impvmts Capital Outlay	-	-	-	-
Transfers Out - General Fund	-	-	-	-
Net Transfers Out - Capital Projects Fund	310,683	-	-	1,120,000
	<u>\$ 310,683</u>	<u>-</u>	<u>-</u>	<u>1,120,000</u>
Excess (deficit) of revenues over expenditures	\$ (31,462)	650,120	40,000	(999,191)
Beginning Fund Balance	\$ 2,990,501	2,959,039	3,609,159	3,609,159
Ending Fund Balance	<u>\$ 2,959,039</u>	<u>3,609,159</u>	<u>3,649,159</u>	<u>2,609,968</u>

**Capital Expenditure Detail**

	Actual FY 2019-20	Actual FY 2020-21	Adopted Budget FY 2021-22	Mid-Year Budget FY 2021-22
<b>Capital Expenditures</b>				
Trf Capital 61030 - Ridge / SC / MR Drainage	\$ -	-	-	-
Trf Capital 61100 - Storm Drain Plan	-	-	-	150,000
Trf Capital 63300 - East Main Street Impvmt	(2,943)	-	-	800,000
Trf Capital 63310 - Pickle Ball Courts	-	-	-	-
Trf Capital 63420 - City Hall / PD Security	45,000	-	-	-
Trf Capital 63750 - Playground Maintenance	-	-	-	-
Trf Capital 63770 - McKnight Analysis	-	-	-	-
Trf Capital 63970 - East Main Improvements	-	-	-	-
Trf Capital 63820 - Matson Creek Phase I	177	-	-	170,000
Trf Capital 63840 - WM/S/C Ped Impvmets	-	-	-	-
Trf Capital 63870 - GVTIF Update	-	-	-	-
Trf Capital 63360 - Wolf Creek Trail	268,449	-	-	-
	<u>\$ 310,683</u>	<u>-</u>	<u>-</u>	<u>1,120,000</u>

**City of Grass Valley**  
**Fiscal Year 2021-22 Mid-Year Budget**  
**Developer Impact Fee Fund (Fund 206)**

**Fund Balance Detail**

	Actual FY 2019-20	Actual FY 2020-21	Adopted Budget FY 2021-22	Mid-Year Budget FY 2021-22
<b>Fund Balances</b>				
Reserve for Parking In Lieu	\$ 73,001	75,152	75,152	75,152
Reserve for Local Circulation	458,439	471,951	471,951	471,951
Reserve for Local Drainage	223,219	279,872	279,872	120,344
Reserve for Police Services	10,526	45,736	45,736	51,145
Reserve for Fire Services	32,727	101,592	101,592	111,702
Reserve for Admin / General Facilities	23,315	71,759	71,759	76,612
Reserve for Regional Circulation	774,428	801,177	801,177	801,177
Reserve for Regional Drainage	149,762	153,994	153,994	-
Reserve for Parks and Recreation	275,232	266,011	266,011	289,213
Reserve for SMA Map Act Fees	33,576	39,292	39,292	39,292
Reserve for GVTIF	917,600	1,261,370	1,261,370	494,959
Reserve for GVTIF Administration	17,307	27,407	27,407	27,746
Reserve for Glenbrook Basin	3,691	5,032	5,032	6,861
Reserve for Glenbrook Basin Administration	102	268	268	268
Reserve for McKnight Recapture	10,050	15,958	15,958	15,958
Unobligated Fund Balance	(29,109)	(7,412)	32,588	27,588
	<u>\$ 2,973,866</u>	<u>3,609,159</u>	<u>3,649,159</u>	<u>2,609,968</u>



**City of Grass Valley**  
**Fiscal Year 2021-22 Mid-Year Budget**  
**Capital Projects Fund (Fund 300)**

	Actual FY 2019-20	Actual FY 2020-21	Adopted Budget FY 2021-22	Mid-Year Budget FY 2021-22
<b>Revenues:</b>				
Federal Aid / FEMA	\$ -	-	-	1,533,049
Misc. Intergovernmental Revenue	-	-	-	420,000
RSTP Funding	826,682	240,000	-	-
LTF Funding - NCTC	125,000	-	-	-
Miscellaneous Grants	5,262	532,645	-	-
CARES Act Funding	-	158,846	-	-
PSPS Grant (Cal OES)	230,000	-	-	-
CMAQ / SRF / HSIP / ATP Misc Grant Revenues	541,711	457,846	1,436,046	1,436,046
General Expense Reimbursements	2,855	5,146	-	-
Insurance Reimbursements / Payments	-	-	-	-
Interest Earnings	1,502	-	-	-
Transfers In - General Fund	488,805	192,326	85,000	85,000
Transfer In - Measure E Fund	2,287,583	916,780	2,520,000	2,520,000
Transfer In - Gas Tax Fund	1,412,683	631,620	675,000	675,000
Transfers In - Mitigation Fee Fund	310,683	-	-	1,120,000
Transfers In - Spl Proj Fund	88,959	1,324,385	-	-
Transfers In - Water Fund	39,042	29,650	200,000	200,000
Transfers In - Sewer Fund	234,137	29,650	-	-
Transfers In - Animal Shelter Fund	9,586	-	-	-
CDBG Funding	-	366,094	4,000,000	4,000,000
	<u>\$ 6,604,490</u>	<u>4,884,988</u>	<u>8,916,046</u>	<u>11,989,095</u>

**City of Grass Valley**  
**Fiscal Year 2021-22 Mid-Year Budget**  
**Capital Projects Fund (Fund 300)**

	Actual FY 2019-20	Actual FY 2020-21	Adopted Budget FY 2021-22	Mid-Year Budget FY 2021-22
<b>Capital Projects Expenditures:</b>				
61100 - Storm Drain Plan	\$ -	-	-	150,000
61220 - 2009 Street Maintenance Projects	37,396	122,296	100,000	100,000
61330 - Annual Street Rehabilitation	1,470,046	783,426	550,000	550,000
61360 - Annual Storm Drain Maintenance	66,185	46,379	35,000	35,000
61370 - Annual Signal Maintenance	236	-	-	-
61380 - COVID-19 Expenditures	89,675	156,214	-	-
61390 - PSPS Grant Projects	-	43,324	-	-
61400 - ARPA Expenditures	-	4,559	-	1,528,490
61410 - Public Education / Outreach Project	1,668	-	-	-
61420 - Pavement Mngt Plan	-	1,699	-	-
61430 - Financial System Replacement	209,334	163,124	-	-
61450 - Memorial Park Pool Renovation	-	10,048	-	-
62610 - NCTC Planning	3,220	5,707	-	-
63240 - CABY Wolf Creek WS	-	-	-	-
63260 - Storm Damage / Repairs	58,782	206,259	-	-
63270 - Peabody Creek Restoration	500,101	53,415	-	-
63280 - 2021 Winter Storm Damage	-	-	-	420,000
63300 - E Main / Murphy Improvements	-	-	-	800,000
63310 - Pickle Ball Project	-	-	-	-
63340 - NE Sidewalk	4,882	-	-	-
63350 - Wolf Creek Trail Project Study Report	4,998	49,129	271,000	271,000
63360 - Wolf Creek Trail Phase I	583,112	-	-	-
63370 - Condon Connector	19,885	461,327	-	-
63380 - Grass Valley Entrance Sign	6,902	-	-	-
63400 - Condon Park Access	-	-	-	-
63420 - City Hall / GVPD Security\	161,184	-	-	-
63430 - South Auburn Parking Lot	-	-	-	-
63440 - Mill Streert Parking Lot	11,440	4,189	475,000	475,000
63450 - McCourtney Road Ped Imp	-	2,004	640,046	640,046
63570 - Richardson Street Line Replacement	-	-	-	-
63630 - Annual Sidewalk Repairs / Maintenance	35,620	4,324	25,000	25,000
63740 - Florance Avenue Project	-	-	-	-
63750 - Playground Maintenance Projects	55	162	50,000	50,000
63770 - McKnight Analysis Project	-	-	-	-
63820 - Maston Creek Phase I	177	-	-	170,000
63850 - Measure E Street Rehabilitation	2,170,891	806,290	1,270,000	1,270,000
63900 - Aerial Survey Update	125,728	39,959	-	-
63970 - E Main Improvements	-	-	-	-
64130 - Minnie / Memorial Park Projects	-	-	-	-
64140 - Measure E Park Projects	-	60,016	-	-
64150 - CDBG Memorial Park Facility Impv	-	366,094	5,000,000	5,000,000
66005 - Mill Street Pedestrian Plaza	-	2,030	-	-
66950 - Wolf Creek Trail Phase I	-	-	-	-
XXXX - HSIP Improvements	-	-	300,000	300,000
XXXX - Slate Creek Drainage	-	-	200,000	200,000
	<u>\$ 5,561,517</u>	<u>3,391,974</u>	<u>8,916,046</u>	<u>11,984,536</u>
Excess (deficit) of revenues over expenditures	\$ 1,042,973	1,493,014	-	4,559
Beginning Fund Balance	\$ (2,432,372)	(1,389,399)	103,615	103,615
Ending Fund Balance	<u>\$ (1,389,399)</u>	<u>103,615</u>	<u>103,615</u>	<u>108,174</u>

**City of Grass Valley**  
**Fiscal Year 2021-22 Mid-Year Budget**  
**Special Projects Fund (Fund 310)**

	Actual FY 2019-20	Actual FY 2020-21	Adopted Budget FY 2021-22	Mid-Year Budget FY 2021-22
<b>Revenues:</b>				
Intergovernmental Revenue	\$ 695,000	-	-	-
RTMF Reimbursements	-	124,000	-	152,606
Interest Earnings	35,805	5,038	500	500
	<u>\$ 730,805</u>	<u>129,038</u>	<u>500</u>	<u>153,106</u>
<b>Expenditures:</b>				
Streets Materials Costs	\$ -	-	-	35,828
Purchase of Property	1,006,178	-	-	-
Capital Outlay - Parking Lot Construction	-	-	-	-
Trf to Capital 63260 - Storm Damage Repairs	-	1,320,196	-	-
Trf to Capital 63380 - Entrance Sign	75,223	-	-	-
Trf to Capital 63430 - South Auburn Pkg Lot	23	-	-	-
Trf to Capital 63440 - Mill Street Parking Lot	13,713	4,189	-	-
	<u>\$ 1,095,137</u>	<u>1,324,385</u>	<u>-</u>	<u>35,828</u>
Excess (deficit) of revenues over expenditures	<u>\$ (364,332)</u>	<u>(1,195,347)</u>	<u>500</u>	<u>117,278</u>
Beginning Fund Balance	\$ 2,025,738	1,661,406	466,059	466,059
Ending Fund Balance	<u>\$ 1,661,406</u>	<u>466,059</u>	<u>466,559</u>	<u>583,337</u>

**City of Grass Valley**  
**Fiscal Year 2021-22 Mid-Year Budget**  
**DUI Grant Fund (Fund 204)**

	Actual FY 2019-20	Actual FY 2020-21	Adopted Budget FY 2021-22	Mid-Year Budget FY 2021-22
<b>Revenues:</b>				
Other Revenues	\$ -	-	-	-
Interest Earnings	56	14	25	25
	56	14	25	25
<b>Expenditures:</b>				
Safety Expenditures	\$ 2,272	-	-	-
	2,272	-	-	-
Excess (deficit) of revenues over expenditures	\$ (2,216)	14	25	25
Beginning Fund Balance	\$ 6,731	4,515	4,529	4,529
Ending Fund Balance	\$ 4,515	4,529	4,554	4,554

**City of Grass Valley**  
**Fiscal Year 2021-22 Mid-Year Budget**  
**EPA Site Grant Fund (Fund 205)**

	Actual FY 2019-20	Actual FY 2020-21	Adopted Budget FY 2021-22	Mid-Year Budget FY 2021-22
<b>Revenues:</b>				
Grant Revenues	\$ 172,759	120,424	199,665	188,640
Interest Earnings	-	-	-	-
	<u>\$ 172,759</u>	<u>120,424</u>	<u>199,665</u>	<u>188,640</u>
<b>Expenditures:</b>				
EPA Site Assessment Expenditures	\$ 163,691	121,841	199,665	174,070
	<u>\$ 163,691</u>	<u>121,841</u>	<u>199,665</u>	<u>174,070</u>
Excess (deficit) of revenues over expenditures	\$ 9,068	(1,417)	-	14,570
Beginning Fund Balance	\$ (22,221)	(13,153)	(14,570)	(14,570)
Ending Fund Balance	<u>\$ (13,153)</u>	<u>(14,570)</u>	<u>(14,570)</u>	<u>-</u>

**City of Grass Valley**  
**Fiscal Year 2021-22 Mid-Year Budget**  
**Vehicle Replacement Fund (Fund 225)**

	Actual FY 2019-20	Actual FY 2020-21	Adopted Budget FY 2021-22	Mid-Year Budget FY 2021-22
<b>Revenues:</b>				
Transfers In - General Fund	\$ -	-	-	-
Transfers In - Measure N Fund	-	-	-	-
Other Revenues - Surplus Sales	5,200	-	-	133,627
Interest Earnings	1,759	12	-	-
	<u>\$ 6,959</u>	<u>12</u>	<u>-</u>	<u>133,627</u>
<b>Expenditures:</b>				
Capital Outlay - Vehicle Replacement	\$ -	-	-	105,494
Vehicle Lease Expenses	32,824	31,476	33,094	33,094
	<u>\$ 32,824</u>	<u>31,476</u>	<u>33,094</u>	<u>138,588</u>
Excess (deficit) of revenues over expenditures	\$ (25,865)	(31,464)	(33,094)	(4,961)
Beginning Fund Balance	\$ 96,359	70,494	39,030	39,030
Ending Fund Balance	<u>\$ 70,494</u>	<u>39,030</u>	<u>5,936</u>	<u>34,069</u>

**City of Grass Valley**  
**Fiscal Year 2021-22 Mid-Year Budget**  
**E. Daniels Park Fund (Fund 450)**

	Actual FY 2019-20	Actual FY 2020-21	Adopted Budget FY 2021-22	Mid-Year Budget FY 2021-22
<b>Revenues:</b>				
Other Revenues	\$ -	-	-	-
Interest Earnings	2,205	316	1,000	1,000
	<u>\$ 2,205</u>	<u>316</u>	<u>1,000</u>	<u>1,000</u>
<b>Expenditures:</b>				
Park Expenditures	\$ -	-	-	-
	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficit) of revenues over expenditures	\$ 2,205	316	1,000	1,000
Beginning Fund Balance	\$ 99,204	101,409	101,725	102,725
Ending Fund Balance	<u>\$ 101,409</u>	<u>101,725</u>	<u>102,725</u>	<u>103,725</u>

**City of Grass Valley**  
**Fiscal Year 2021-22 Mid-Year Budget**  
**Animal Shelter Fund (Fund 451)**

	Actual FY 2019-20	Actual FY 2020-21	Adopted Budget FY 2021-22	Mid-Year Budget FY 2021-22
<b>Revenues:</b>				
Other Revenues	\$ -	-	-	-
Interest Earnings	354	3	125	-
	354	3	125	-
<b>Expenditures:</b>				
Police Expenditures	\$ 14,492	-	-	7,018
Trf to Capital - 63420 - City Hall / GVPS Security	9,586	-	-	-
	\$ 24,078	-	-	7,018
Excess (deficit) of revenues over expenditures	\$ (23,724)	3	125	(7,018)
Beginning Fund Balance	\$ 30,739	7,015	7,018	7,018
Ending Fund Balance	\$ 7,015	7,018	7,143	-



**City of Grass Valley**  
**Fiscal Year 2021-22 Mid-Year Budget**  
**Grass Valley Successor Agency Fund (Fund 780)**

	Actual FY 2019-20	Actual FY 2020-21	Adopted Budget FY 2021-22	Mid-Year Budget FY 2021-22
<b>Revenues:</b>				
RPTTF Revenue	\$ 829,623	785,096	650,000	650,000
Other Revenues	7,168	10,000	-	-
Interest Earnings	28,061	14,752	12,500	12,500
Proceeds from Debt - Net	4,802,625	-	-	-
Transfer In from RORF Housing Fund	-	-	-	-
	<u>\$ 5,667,477</u>	<u>809,848</u>	<u>662,500</u>	<u>662,500</u>
<b>Expenditures:</b>				
Personal Services	\$ 61,465	61,935	35,000	35,000
Non-Personal Services	12,664	9,118	15,000	15,000
Debt Payments	737,898	1,022,060	774,526	1,019,152
Transfer to Speical Projects Fund (ROPS Ob.)	695,000	-	-	-
	<u>\$ 1,507,027</u>	<u>1,093,113</u>	<u>824,526</u>	<u>1,069,152</u>
Excess (deficit) of revenues over expenditures	<u>\$ 4,160,450</u>	<u>(283,265)</u>	<u>(162,026)</u>	<u>(406,652)</u>
Beginning Fund Balance	\$ 2,171,827	6,332,277	6,049,012	5,886,986
Ending Fund Balance	<u>\$ 6,332,277</u>	<u>6,049,012</u>	<u>5,886,986</u>	<u>5,480,334</u>