



GRASS VALLEY

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

Tuesday, July 23, 2024 at 6:00 PM

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

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

E-Mail: info@cityofgrassvalley.com

Web Site: www.cityofgrassvalley.com

AGENDA

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

**Mayor Jan Arbuckle, Vice Mayor Hilary Hodge, Councilmember Bob Branstrom,
Councilmember Haven Caravelli, Councilmember Tom Ivy**

MEETING NOTICE

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

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

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

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

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

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

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

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

REPORT OUT OF CLOSED SESSION

INTRODUCTIONS AND PRESENTATIONS

1. Meeting of Dash, Grass Valley Police Departments new K9

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

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

2. Approval of the Regular Meeting Minutes of July 9th, 2024.

Recommendation: Council approve minutes as submitted.

3. Local Transportation Fund (LTF) Claim for Transit and Paratransit Operations

CEQA: N/A - Not a Project

Recommendation: That Council adopt a resolution requesting that Nevada County Transportation Commission (NCTC) allocate \$642,298 of the City’s FY 2024/25 estimated apportionment of LTF in support of transit and paratransit services.

4. 2024 Annual Measure E Street Rehabilitation Project - Final Acceptance

CEQA: N/A - Project is Complete

Recommendation Motion: That Council: 1) accept the 2024 Annual Measure E Street Rehabilitation Project as complete, and 2) authorize the City Engineer to file a Notice of Completion with the County Recorder.

5. Bennett Street Bridge Maintenance Project - Authorization to Bid

CEQA: Categorically Exempt - Section 15301 “Existing Facilities”

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

6. Continuation of 20% Water Conservation from all City Customers Due to inoperable Drum and South Yuba Canals

CEQA: Not a Project.

Recommendation: That Council continue the mandate of all City Water Customers to conserve 20% of their normal water usage.

7. Annual Approval of the Consumer Price Index (CPI) Adjustment to the Special Emergency Medical and Fire Response Tax.

CEQA: Not a Project

Recommendation: That Council 1) Approve a rate increase to the Special Emergency Medical and Fire Response Tax of 3.4% based on the December 2023 CPI. 2) Adopt Resolution 2024-59 requesting that the Nevada County Auditor place the adjusted Measure A special tax for 2024/2025 on the tax rolls.

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

REORGANIZATION RELATED ITEMS

PUBLIC HEARING

ADMINISTRATIVE

8. Community Farms Planning for Mautino Park

CEQA: Not a project.

Recommendation: That Council 1) receive proposals for Community Farm Planning from Interfaith Food Ministry and Sierra Harvest; 2) approve funding up to \$30,000 for each proposal; and 3) authorize the City Manager to prepare and execute agreements for approved proposals, subject to legal review.

BRIEF REPORTS BY COUNCIL MEMBERS

CONTINUATION OF PUBLIC COMMENT

ADJOURN

POSTING NOTICE

This is to certify that the above notice of a meeting of The City Council, scheduled for Tuesday, July 23, 2024 at 6:00 PM was posted at city hall, easily accessible to the public, as of 5:00 p.m. Thursday, July 18, 2024.

Taylor Whittingslow, City Clerk



GRASS VALLEY

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

Tuesday, July 09, 2024 at 6:00 PM

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

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E-Mail: info@cityofgrassvalley.com

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MINUTES

CALL TO ORDER

Meeting called to order at 6:03 pm.

PLEDGE OF ALLEGIANCE

Mayor Arbuckle led the pledge of allegiance.

ROLL CALL

PRESENT

- Councilmember Bob Branstrom
- Councilmember Tom Ivy
- Vice Mayor Hilary Hodge
- Mayor Jan Arbuckle

ABSENT

- Councilmember Haven Caravelli

AGENDA APPROVAL -

Motion made to approve the agenda as submitted by Councilmember Ivy, Seconded by Councilmember Branstrom.

Voting Yea: Councilmember Branstrom, Councilmember Ivy, Vice Mayor Hodge, Mayor Arbuckle

REPORT OUT OF CLOSED SESSION

Nothing to report.

INTRODUCTIONS AND PRESENTATIONS

1. Grass Valley Fire Department Life Saving Award

PUBLIC COMMENT

Virtual Public Comment attached.

In person Public comment: Speakers 1-7(Noted changes removal of speaker #5 & #6), Matthew Coulter.

CONSENT ITEMS -

Council requested to pull item #4 (Resolution No. 2024-56 20% Water Conservation from all City Customers Due to inoperable Drum and South Yuba Canals) for discussion.

Public comment: Matthew Coulter

Motion made to approve consent with removal for discussion of item #4 by Councilmember Branstrom, Seconded by Councilmember Ivy.

Voting Yea: Councilmember Branstrom, Councilmember Ivy, Vice Mayor Hodge, Mayor Arbuckle

2. Approval of the Regular Meeting Minutes of June 25th, 2024.

Recommendation: Council approve minutes as submitted.

3. Approval of the Special Meeting Minutes of July 1st, 2024.

Recommendation: Council approve minutes as submitted.

4. PG&E Rule 20A Project - Proposed Project and Intra County Donation

CEQA: N/A - Not A Project/ Administrative Action

Recommendation: That Council 1) authorize staff to initiate listing of new Rule 20A project with PG&E, and 2) formally request an Intra-County donation of \$1.5million in PG&E Rule 20A funds from Nevada County

5. Infrastructure Needs Study - Accept Final Report

CEQA: N/A - Not A Project/ Administrative Action

Recommendation: That Council 1) accept the Infrastructure Needs Study Final Report as prepared by Sauers Engineering, Inc. and 2) authorize Staff to submit the report to the Nevada County Planning Department

6. Resolution 2024-58 adopting regulations for candidates for elective office pertaining to candidate's statements submitted to the voters at an election to be held on Tuesday, November 5, 2024

CEQA: Not a project

Recommendation: Adopt Resolution No. 2025-58 adopting regulations for candidates for elective office pertaining to candidate statements submitted to the voters at an election to be held on Tuesday, November 5, 2024

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

7. Resolution No. 2024-56 20% Water Conservation from all City Customers Due to inoperable Drum and South Yuba Canals

CEQA: Not a Project.

Recommendation: That Council adopt Resolution No. 2024-56 mandating all City Water Customers conserve 20% of their normal water usage.

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

Public comment: Tom Leland, Matthew Coulter

Motion made to adopt Resolution No. 2024-56 mandating all City Water Customers conserve 20% of their normal water usage by Vice Mayor Hodge, Seconded by Councilmember Branstrom.

Voting Yea: Councilmember Branstrom, Councilmember Ivy, Vice Mayor Hodge, Mayor Arbuckle

REORGANIZATION RELATED ITEMS

PUBLIC HEARING

8. Collection of delinquent sewer and/or water accounts on the Nevada County tax roll

CEQA: Not a Project

Recommendation: After holding a public hearing, adopt Resolution 2024-57 requesting that the County of Nevada levy and collect delinquent water and sewer service charges on the tax roll.

Catrina Olson, Deputy Administration Services Director, gave overview to the council.

Public Comment: Matthew Coulter

Motion made to a public hearing, adopt Resolution 2024-57 requesting that the County of Nevada levy and collect delinquent water and sewer service charges on the tax roll by Councilmember Branstrom, Seconded by Vice Mayor Hodge.

Voting Yea: Councilmember Branstrom, Councilmember Ivy, Vice Mayor Hodge, Mayor Arbuckle

ADMINISTRATIVE

9. Update on amendments to the Waste Management Franchise Agreement tied to state-mandated implementation of SB 1383, AB 341, and AB 1826 (Recycling and Organic Waste programs)

CEQA: Not a project.

Recommendation: That Council provide general input and direction to staff.

Zac Quentmeyer, Deputy Public Works Director, gave presentation to the council.

Discussion was had about the rate structures and the education/outreach of the program prior to implementation.

Public Comment: Jessie Hicks, Sherly Osgood, Matthew Coulter

Council directed staff to move forward with option A of the three cart bundle.

BRIEF REPORTS BY COUNCIL MEMBERS

Councilmember Ivy attended the PCWA Biomass Symposium and has been meeting City Staff about a City Biomass Center. Councilmember Branstrom attended Yoga on the Plaza, visited

the memorial pool, announced that LAFCo approved the Grass Valley Sphere update, attended a presentation on Spaulding Dam, the PCWA Biomass presentation, Carter house plaque dedication, attended live music productions, and this upcoming Friday is the opening of an African Photo exhibition. Vice Mayor Hodge has been participating in the Classical Music Festival, Summer Fest. Mayor Arbuckle attended the Downtown Association Board Meeting, met with Mill Street Parking lots neighbors, the last Thursday night market, Starry Nights Hospital Foundation Fundraiser, the 4th of July Parade, the League of California cities meetings, and the Board meeting for the League of California Cities.

CONTINUATION OF PUBLIC COMMENT

ADJOURN

Meeting adjourned at 7:37 pm.

Jan Arbuckle, Mayor

Taylor Whittingslow, City Clerk

Adopted on: _____

Miranda Bacon

From: Zoe Toffaleti [REDACTED]
Sent: Tuesday, July 9, 2024 10:29 AM
To: Public Comments
Subject: Public comment - Mill St parking lot

[You don't often get email from [REDACTED]. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]

Hi there,

I'm writing to express my concerns about the new Mill St parking lot which is directly across the street from my house. During initial planning I was supportive of this project - the plans were thoughtfully designed, and I know that there is a need for more parking, both for downtown businesses and for local residents. My house and several of my neighbors' houses don't have driveways, so parking can be a challenge with street parking and limited spots. (Since moving here 6 years ago, my car has been totaled in an overnight hit and run, and my husband's car was towed from a legal street parking spot while we were on our honeymoon. Both major bummers!) Having residential permit spots in this lot, as discussed in early planning meetings, would be a great benefit to both residents and businesses.

However, as the parking lot has taken shape it looks less and less like the plans that were approved with the input of myself and my neighbors. The plans indicated powder coated tubular railing, but what has been installed is unsightly chain link fencing. And after we gave input at a meeting about the importance of overnight residential parking, the city was planning to create a residential parking plan for the lot - now there is no overnight parking allowed in this lot, which is unhelpful for those of us that live here.

It is frustrating to have followed the planning process, only to see something else being built. I urge the city to reassess the fencing for this parking lot, to maintain the historic charm of the neighborhood. I also ask that a residential parking program be implemented as soon as possible to alleviate some of the issues we downtown residents have with parking.

Respectfully,
Zoe Toffaleti

Miranda Bacon

From: John Saunders [REDACTED]
Sent: Tuesday, July 9, 2024 10:16 AM
To: Public Comments
Subject: Fwd: E. Clampus Vitus

You don't often get email from [REDACTED]. [Learn why this is important](#)

As soon as I sent this I was informed by the HH that I am being kicked out of their program. Maybe the reason the drug problem is so bad at Brunswick is that the Clampers moved to there from Nevada City.

From: John Saunders
Sent: Saturday, July 6, 2024 7:04:33 PM
To: publiccomment@nevadacityca.gov <publiccomment@nevadacityca.gov>
Subject: E. Clampus Vitus

E. Calmpus Vitus, hereafter referred to as "the clampers" and whose members are hereafter referred to as "clampers", began as a "Benevolent" organization whose main purpose was to give aid to widows and orphan's.

The advent of welfare eliminated the clampers purpose and, as I witnessed in their printed newspaper of the 70's, degraded into a drinking organization.

For those who do not know alcohol is the no. 1 step up drug to meth and as the clampers were highly vulnerable most of the local hardcore meth users and dealers are clampers.

It also appears to me the clampers decided to take positions in all the local gov't law enforcement divisions from Nevada City and GV police through the sheriff's dept. and the district attorney's office to probation and parole to ensure their members obtained preferential treatment such as, but not limited to, not usually being arrested by local law enforcement, O. R. for armed drug dealers and non-enforcement of probation rules.

To be clear, the reason children are immediately taken from drug users is because all male meth users are pedophiles while the females generally ignore such abuse but rarely contact cps or law enforcement when they do take notice.

Before meth the number one reason children were abused was alcohol.

The clampers are and have been for many decades nothing more than an organized group of lying criminals.

Also, I have received reports that women are being released from jail in the middle of the night again in someone else's clothing...

Thank You,
Pastor Paul Jerry Carner

Miranda Bacon

From: Johnny Graham <info@cityofgrassvalley.com>
Sent: Sunday, July 7, 2024 5:27 PM
To: COGV General Voicemail
Subject: Form submission from: Contact us



07/07/2024 - 5:26pm

City of Grass Valley »

WEBFORM SUBMISSION

Submitted by anonymous user:
[2607:fb90:8ba6:61c8:d8f:adc4:7ab5:84c1]

Your name:
Johnny Graham

Your e-mail:
[REDACTED]

Your Phone Number:
[REDACTED]

Message:
Good Evening,

I am contacting you due to issues with PG&E. We have had multiple power outages this week. After speaking with PG&E it is due to their emergency power systems detecting objects hitting the lines. While I'm glad we now have this, it's clear PG&E has not done enough to clear lines of obstructions. We are paying 700 dollars a month for electricity to not have it on the hottest days of the year. What is the cury council doing to hold PG&E accountable for their continued failures in the area?

Attachment(s) (if applicable):

[View results](#)[Download results](#)

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Miranda Bacon

From: Marina Codiga <info@cityofgrassvalley.com>
Sent: Wednesday, July 3, 2024 4:40 PM
To: COGV General Voicemail
Subject: Form submission from: Contact us



07/03/2024 - 4:39pm

City of Grass Valley »

WEBFORM SUBMISSION

Submitted by anonymous user:
[2607:fb90:8b99:130b:2923:63fc:9d10:94f]

Your name:
Marina Codiga

Your e-mail:
[REDACTED]

Your Phone Number:
[REDACTED]

Message:
This message is for the city manager or the entire council. I am a concerned resident. It appears that fireworks will be set off in Grass Valley at Hwy 49 and the Dorsey Bridge. Given that we are under an Extreme Heat Advisory and a Red Flag warning, it would be I'll advised to continue with the firework display. Please, put the safety of residents and businesses first and cancel the fireworks. We will still have a parade and celebration but without adding to the risk of fire. Many lives will be at risk should something go wrong.
Thank you for your time,
Marina Codiga

Attachment(s) (if applicable):

[View results](#)[Download results](#)

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July 9, 2024

Item #2.

CITY OF GRASS VALLEY CITY COUNCIL MEETING

GENERAL PUBLIC COMMENT SIGN IN SHEET

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

When you are recognized by the mayor:

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

Thank you for your participation.

#'s	Print Name or N/A	Address (optional)	Self/Business (optional)
1	Shirley O	GV	
2	Michelle Fland	314 MILL	
3	Pam L	GV	
4	Tom Leland	G.V. water reduction	Consent
5	Liz	GV	
6	Jessa Hicks		Agenda
7	Emr		
8			
9			
10			
11			
12			
13			
14			



City of Grass Valley City Council Agenda Action Sheet

Title: Local Transportation Fund (LTF) Claim for Transit and Paratransit Operations

CEQA: N/A - Not a Project

Recommendation: That Council adopt a resolution requesting that Nevada County Transportation Commission (NCTC) allocate \$642,298 of the City's FY 2024/25 estimated apportionment of LTF in support of transit and paratransit services.

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

Council Meeting Date: 7/23/2024

Date Prepared: 7/17/2024

Agenda: Consent

Background Information: Pursuant to the Transportation Development Act, Grass Valley is eligible for an estimated apportionment of \$642,298 in Local Transportation Funds (LTF) for FY 2024/25, based upon NCTC's Revised Findings of Apportionment adopted on July 17, 2024. These funds are managed by the NCTC and are committed to first support the needs of transit and paratransit activities per a Joint Powers Agreement with Nevada City and Nevada County. The Nevada County Board of Supervisors held its FY 2024/25 final budget hearings on June 18, 2024 and approved the budget, including the Transit Services Division (TSD) FY 2024/25 budget.

In the attached claim letter, the Nevada County TSD has requested that the City submit a claim to NCTC to allocate the City's entire FY 2024/25 estimated apportionment of LTF, including prior years' carryover amounts, to support Nevada County Connects and Nevada Count Now, transit and contracted paratransit operations. Attached is a Council Resolution that would fulfill that request. Also attached is the NCTC Resolution 24-22 regarding "Transportation Development Act Allocations to Grass Valley"

Council Goals/Objectives: Approval of the LTF Claim for Transit and Paratransit Operations executes portions of work tasks towards achieving/maintaining Strategic Goal - City Infrastructure Investment.

Fiscal Impact: 100% of Local Transportation Funds apportioned to the City by NCTC will be allocated directly to Nevada County TSD, resulting in no net impact to the City's budget.

Funds Available: N/A

Account #: N/A

Reviewed by: City Manager

Attachments: Resolution, Claim Letter, NCTC Resolution 24-22

RESOLUTION NO: 2024-60

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GRASS VALLEY
REQUESTING THE NEVADA COUNTY TRANSPORTATION COMMISSION (NCTC)
ALLOCATE \$642,298 OF THE CITY'S FY 2024/25 ESTIMATED APPORTIONMENT OF
LOCAL TRANSPORTATION FUNDS (LTF)**

WHEREAS, the City of Grass Valley has entered into a Joint Exercise of Powers Agreement with the City of Nevada City and the County of Nevada for the purpose of establishing and funding a Public Transportation Program; and

WHEREAS, Transportation Development Act Funds are apportioned annually for the City of Grass Valley and are available to support the Program; and

WHEREAS, the Nevada County Transportation Commission (NCTC) adopted Resolution #24-22 showing that the City of Grass Valley has an estimated apportionment of Local Transportation Funds in Fiscal Year 2024/25 of \$642,298; and

WHEREAS, Grass Valley shares proportionately in the cost for such program under the terms of the Joint Powers Agreement; and

WHEREAS, on June 18, 2024, the Nevada County Board of Supervisors adopted the Fiscal Year 2024/25 budget. including the Transit Services Commission FY 2024/25 budget;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRASS VALLEY; that the City requests NCTC allocate \$642,298 of Grass Valley's Fiscal Year 2024/25 estimated apportionment of LTF for transit and paratransit services and the Grass Valley LTF funds available for allocation per NCTC Financial Report.

ADOPTED as a Resolution by the City Council of the City of Grass Valley at a regular meeting thereof held on the 23rd day of July 2024, by the following vote:

AYES:

NOES:

ABSTAINS:

ABSENT:

Jan Arbuckle, Mayor

APPROVED AS TO FORM:

ATTEST:

Michael G. Colantuono, City Attorney

Taylor Whittingslow, City Clerk



COUNTY OF NEVADA
COMMUNITY DEVELOPMENT AGENCY
Public Works Department
Transit Services Division

Nevada
County
connects

Item # 3.

950 MAIDU AVENUE, SUITE 170, NEVADA CITY, CA 95959-8617
Phone: (530) 477-0103 Toll free: (888) 660-7433 Fax: (530) 477-7847

Email: nevcoconnects@nevadacountyca.gov
Visit us at: www.NevadaCountyConnects.com or
www.nevadacountynow.us

George Schureck
Acting Director of Public Works

Robin VanValkenburgh
Transit Services Manager

July 8, 2024

Mr. Tim Kiser, City Manager
City of Grass Valley
125 East Main Street
Grass Valley, CA 95945

SUBJECT: Fiscal Year 2024-25 Local Transportation Fund Claim

Dear Mr. Kiser,

The Nevada County Board of Supervisors will hold its Fiscal Year 2024-25 budget public hearings and approval in June and these will include the Fiscal Year 2024-25 Transit Services Division Budget. Nevada County is processing a claim with the Nevada County Transportation Commission (NCTC) for Local Transportation Funds (LTF), pursuant to the Transportation Development Act. In accordance with the Joint Powers Agreement for Transit Services in Western Nevada County, we are requesting that the City of Grass Valley prepare and submit a claim to NCTC for LTF funds to support Nevada County Connects and Nevada County Now contracted paratransit operations during Fiscal Year 2024-25.

NCTC will adopt revised findings of apportionment at their July 17, 2024, meeting indicating that the City of Grass Valley's apportionment for Fiscal Year 2024-25 LTF funds is \$642,298. A copy of the revised NCTC findings of apportionment is attached. Since the Transit Services' Division budget is predicated on the use of 100 percent of the available LTF funds from all three local jurisdictions, we are respectfully asking that Grass Valley prepare its claim in the amount of \$642,298. As with last year's claim, the LTF funding may be shown in a lump sum entitled "transit/paratransit operations" (P.U.C. Sec. 99400(c)).

We are expecting to have the claims approved at the July 17, 2024, NCTC meeting, and I would greatly appreciate your placing this claim item on a City Council agenda at your earliest convenience in July 2024, for resolution approval.

Thank you for your continued support of Transit Services in western Nevada County. It is greatly appreciated. Should you have any questions, please contact me at 470-2833.

Sincerely,

Robin Van Valkenburgh
Transit Services Division Manager

Cc: Trisha Tillotson, Director of Community Development Agency
George Schureck, Acting Director of Public Works
Mike Woodman, Executive Director, NCTC

**RESOLUTION 24-22
OF THE
NEVADA COUNTY TRANSPORTATION COMMISSION**

Item # 3.

**TRANSPORTATION DEVELOPMENT ACT ALLOCATIONS TO GRASS VALLEY FOR
TRANSIT/PARATRANSIT SERVICES DURING FISCAL YEAR 2024/25**

WHEREAS, the City of Grass Valley has requested an allocation of LTF as set forth below:

Project Title/Description	Authorized by TDA Sections	Total Project Cost	Allocation
Transit/Paratransit Operations LTF	99400(c)	\$6,152,428	\$642,298

WHEREAS, the Revised Findings of Apportionment, Resolution 24-13, adopted by the Nevada County Transportation Commission on May 15, 2024, estimates that for FY 2024/25 there is \$411,476 of Local Transportation Funds available for allocation to the City of Grass Valley under Public Utilities Code (PUC) Section 99400(c); and

WHEREAS, as of June 30, 2024, the estimated LTF prior years' carryover is \$230,822, for a total of \$642,298 LTF claimable, and

WHEREAS, no previous allocations of Local Transportation Funds for FY 2024/25 have been made to the City of Grass Valley; and

WHEREAS, this proposed expenditure is in conformity with the Regional Transportation Plan.

NOW, THEREFORE, BE IT RESOLVED, \$642,298 of Local Transportation Funds is allocated to the City of Grass Valley under Section 99400(c) of the Public Utilities Code for support of transit/paratransit operations during FY 2024/25.

BE IT FURTHER RESOLVED, payments are contingent upon receipt of the signed Claim Form and signed Resolution from the City of Grass Valley and shall be made as monies are available.

BE IT FURTHER RESOLVED, that the Executive Director of the Nevada County Transportation Commission is hereby directed to issue allocation instructions in accordance with this resolution to the Nevada County Auditor-Controller.

PASSED AND ADOPTED by the Nevada County Transportation Commission on July 17, 2024, by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Ed Scofield, Chair
Nevada County Transportation Commission

Attest: _____
Dale D. Sayles
Administrative Services Officer



COUNTY OF NEVADA
COMMUNITY DEVELOPMENT AGENCY
Public Works Department
Transit Services Division



Item # 3.

950 MAIDU AVENUE, SUITE 170, NEVADA CITY, CA 95959-8617
Phone: (530) 477-0103 Toll free: (888) 660-7433 Fax: (530) 477-7847

Email: nevcoconnects@nevadacountyca.gov
Visit us at: www.NevadaCountyConnects.com or
www.nevadacountynow.us

Heba El-Guindy
Director of Public Works

Robin VanValkenburgh
Transit Services Manager

June 7, 2023

Mr. Tim Kiser, City Manager
City of Grass Valley
125 East Main Street
Grass Valley, CA 95945

SUBJECT: Fiscal Year 2023-24 Local Transportation Fund Claim

Dear Mr. Kiser,

The Nevada County Board of Supervisors will hold its Fiscal Year 2023-24 budget public hearings and approval in June and these will include the Fiscal Year 2023-24 Transit Services Division Budget. Nevada County is processing a claim with the Nevada County Transportation Commission (NCTC) for Local Transportation Funds (LTF), pursuant to the Transportation Development Act. In accordance with the Joint Powers Agreement for Transit Services in Western Nevada County, we are requesting that the City of Grass Valley prepare and submit a claim to NCTC for LTF funds to support Nevada County Connects and Nevada County Now contracted paratransit operations during Fiscal Year 2023-24.

NCTC has adopted revised findings of apportionment at their May 17, 2023, meeting indicating that the City of Grass Valley's apportionment for Fiscal Year 2023-24 LTF funds is \$507,556. A copy of the revised NCTC findings of apportionment is attached. Since the Transit Services' Division budget is predicated on the use of 100 percent of the available LTF funds from all three local jurisdictions, we are respectfully asking that Grass Valley prepare its claim in the amount of \$507,556. As with last year's claim, the LTF funding may be shown in a lump sum entitled "transit/paratransit operations" (P.U.C. Sec. 99400(c)).

We are hoping to have the claims approved at the July 19, 2023, NCTC meeting, and I would greatly appreciate your placing this claim item on a City Council agenda at your earliest convenience in June 2023, for resolution approval.

Thank you for your continued support of Transit Services in western Nevada County. It is greatly appreciated. Should you have any questions, please contact me at 470-2833.

Sincerely,

Robin Van Valkenburgh

Robin Van Valkenburgh
Transit Services Division Manager

Cc: Trisha Tillotson, Director of Community Development Agency
Heba El-Guindy, Director of Public Works
Mike Woodman, Executive Director, NCTC

**RESOLUTION 24-22
OF THE
NEVADA COUNTY TRANSPORTATION COMMISSION**

Item # 3.

**TRANSPORTATION DEVELOPMENT ACT ALLOCATIONS TO GRASS VALLEY FOR
TRANSIT/PARATRANSIT SERVICES DURING FISCAL YEAR 2024/25**

WHEREAS, the City of Grass Valley has requested an allocation of LTF as set forth below:

Project Title/Description	Authorized by TDA Sections	Total Project Cost	Allocation
Transit/Paratransit Operations LTF	99400(c)	\$6,152,428	\$642,298

WHEREAS, the Revised Findings of Apportionment, Resolution 24-13, adopted by the Nevada County Transportation Commission on May 15, 2024, estimates that for FY 2024/25 there is \$411,476 of Local Transportation Funds available for allocation to the City of Grass Valley under Public Utilities Code (PUC) Section 99400(c); and

WHEREAS, as of June 30, 2024, the estimated LTF prior years' carryover is \$230,822, for a total of \$642,298 LTF claimable, and

WHEREAS, no previous allocations of Local Transportation Funds for FY 2024/25 have been made to the City of Grass Valley; and

WHEREAS, this proposed expenditure is in conformity with the Regional Transportation Plan.

NOW, THEREFORE, BE IT RESOLVED, \$642,298 of Local Transportation Funds is allocated to the City of Grass Valley under Section 99400(c) of the Public Utilities Code for support of transit/paratransit operations during FY 2024/25.

BE IT FURTHER RESOLVED, payments are contingent upon receipt of the signed Claim Form and signed Resolution from the City of Grass Valley and shall be made as monies are available.

BE IT FURTHER RESOLVED, that the Executive Director of the Nevada County Transportation Commission is hereby directed to issue allocation instructions in accordance with this resolution to the Nevada County Auditor-Controller.

PASSED AND ADOPTED by the Nevada County Transportation Commission on July 17, 2024, by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Ed Scofield, Chair
Nevada County Transportation Commission

Attest: _____
Dale D. Sayles
Administrative Services Officer



City of Grass Valley City Council Agenda Action Sheet

Title: 2024 Annual Measure E Street Rehabilitation Project - Final Acceptance

CEQA: N/A - Project is Complete

Recommendation Motion: That Council: 1) accept the 2024 Annual Measure E Street Rehabilitation Project as complete, and 2) authorize the City Engineer to file a Notice of Completion with the County Recorder.

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

Council Meeting Date: 7/23/2024

Date Prepared: 7/16/2024

Agenda: Consent

Background Information: On April 9, 2024, Council authorized the award of a contract for the 2024 Annual Measure E Street Rehabilitation Project to Consolidated Engineering Inc. in the amount of \$753,799.00. The project involved pavement resurfacing of North Auburn St, North Church St, North School St, Finnie St, Chester St, Ivy St, Linden Ave, Alta Vista Dr and portions of Alta St. Project work includes pavement grinding, overlay and replacements, utility adjustments, pavement markings, curb ramp and drainage improvements.

All the work has been completed by the contractor. Final project costs totaled \$753,399.00 and no change orders were issued for the project.

The Engineering Division has field accepted the work and the contractor has provided the City with a guarantee of work for a period of one year following the date of acceptance of the project. Upon Council's acceptance, Staff will file a Notice of Completion with the County Recorder's Office. If no Stop Notices are received by the City after a period of thirty-five (35) days from the filing date of the Notice, all appropriate bonds will be released to the contractor.

Council Goals/Objectives: The 2024 Annual Measure E Street Rehabilitation Project executes portions of work tasks towards achieving/maintaining Strategic Plan Goal - City Infrastructure Investment

Fiscal Impact: The 2024 Annual Measure E Street Rehabilitation Project was fully funded in the FY 23/24 CIP Budget with Measure E funds.

Funds Available: Yes

Account #: 300-406-63850

Reviewed by: City Manager

Attachments: Notice of Completion

RECORDING REQUESTED BY and
WHEN RECORDED MAIL TO:

**ENGINEERING DIVISION
CITY OF GRASS VALLEY
125 East Main Street
Grass Valley, CA 95945**

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN THAT:

1. That the undersigned is OWNER or agent of the OWNER of the interest or estate stated below in the property hereinafter described.
2. The FULL NAME of the OWNER is the **City of Grass Valley**.
3. The FULL ADDRESS of the OWNER is **125 East Main Street, Grass Valley, CA 95945**.
4. The nature of the INTEREST or ESTATE of the undersigned is: **FEE**.
5. A work of improvement on the property hereinafter described was COMPLETED: **July 8, 2024**.
6. The work of improvement completed is described as follows: **Pavement rehabilitation, concrete and drainage improvements and pavement marking**.
7. The NAME OF THE ORIGINAL CONTRACTOR, if any, for such work of improvement is: **Consolidated Engineering, Inc.**
8. The street address of said property is: **North Auburn St, North Church St, North School St, Finnie St, Chester St, Ivy St, Linden Ave, Alta Vista Dr and portions of Alta St.**
9. The property on which said work of improvement was completed is in the City of **Grass Valley**, County of **Nevada**, State of California and is described as follows: **City Street Rehabilitation**.

City of Grass Valley
Owner

by: _____
Bjorn P. Jones, City Engineer

"I certify under penalty of perjury that the foregoing is true and correct."

(Date and Place)

(Signature)



City of Grass Valley City Council Agenda Action Sheet

Title: Bennett Street Bridge Maintenance Project - Authorization to Bid

CEQA: Categorically Exempt - Section 15301 “Existing Facilities”

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

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

Council Meeting Date: 7/23/2024

Date Prepared: 7/17/2024

Agenda: Consent

Background Information: The Bennett Street Bridge Maintenance Project involves the pavement resurfacing of a section of Bennett Street from East Main Street to Hansen Way. Project work includes pavement grinding, replacement and overlay, utility adjustments, pavement marking and striping.

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

Copies of the plans and specifications for the Bennett Street Bridge Maintenance Project are available for review in the Engineering Division office at City Hall. The total project cost is estimated at \$110,000.

The award of a construction contract is anticipated to occur in September 2024, with construction to follow in Fall 2024. Staff requests that Council authorize the bidding process for construction of this project.

Council Goals/Objectives: The Bennett Street Bridge Maintenance Project executes portions of work tasks towards achieving/maintaining Strategic Plan Goal - City Infrastructure Investment

Fiscal Impact: The Bennett Street Bridge Maintenance Project was budgeted at \$115,000 in the 24/25 FY CIP Budget, funded with a combination of Highway Bridge Program (HBP) funds and matching local gas tax funds.

Funds Available: Yes

Account #: 300-406-TBD

Reviewed by: City Manager

Attachments: None



City of Grass Valley City Council Agenda Action Sheet

Title: Continuation of 20% Water Conservation from all City Customers Due to inoperable Drum and South Yuba Canals

CEQA: Not a Project.

Recommendation: That Council continue the mandate of all City Water Customers to conserve 20% of their normal water usage.

Prepared by: Timothy M. Kiser, City Manager

Council Meeting Date: July 23, 2024 **Date Prepared:** July 17, 2024

Agenda: Consent

Background Information: On March 27, 2024, Nevada Irrigation District (NID) adopted a resolution declaring a water shortage emergency related to Pacific Gas and Electric Company's (PG&E's) unplanned outages on the South Yuba Canal and Spaulding Reservoir.

In February and March 2024 respectively, PG&E notified NID that a portion of the South Yuba Canal and Drum Canal were rendered inoperable due to a collapse and powerhouse failure. These two combined failures have rendered it impossible to move water into the Drum and South Yuba Canals. Both canals serve as the delivery conduit to provide water to thousands of customers in the NID service area, including raw water to the City of Grass Valley's Water Treatment plant. Therefore, NID has deemed it necessary to implement water conservation for all District customers. On June 26, 2024, NID implemented mandatory water conservation for all district users of 20% of their 2023 usage.

As the City receives raw water from NID, City Council adopted Resolution 2024-54 on July 9th, 2024, that mandated all City water user customers to conserve 20% of their normal water usage until (a) notification by the NID that water delivery in satisfactory volumes has been re-established by PG&E; or (b) superseded by the NID Board of Directors, whichever is earlier. At this time, the Mandatory Water Conservation is still in place.

Council Goals/Objectives: The execution of this action attempts to achieve Strategic Goal #5 - High Performance Government and Quality Service.

Fiscal Impact: Depending on the length of outage may have reduction in water fund for reduced water usage.

Funds Available: N/A

Account #: N/A

Reviewed by: Tim Kiser, City Manager



City of Grass Valley City Council Agenda Action Sheet

Title: Annual Approval of the Consumer Price Index (CPI) Adjustment to the Special Emergency Medical and Fire Response Tax.

CEQA: Not a Project

Recommendation: That Council 1) Approve a rate increase to the Special Emergency Medical and Fire Response Tax of 3.4% based on the December 2023 CPI. 2) Adopt Resolution 2024-59 requesting that the Nevada County Auditor place the adjusted Measure A special tax for 2024/2025 on the tax rolls.

Prepared by: Mark Buttron- Fire Chief

Council Meeting Date: 07/16/2024

Date Prepared: 07/23/2024

Agenda: Consent

Background Information: In June of 1997 the voters of the City of Grass Valley approved the Special Emergency Medical and Fire Response Tax (Measure A) to fund three additional firefighters. The voter approval contained a provision allowing for an annual inflation adjustment to the special tax based upon the CPI-All U.S. Cities for the prior calendar year, not to exceed 5%. That adjustment is necessary in order to maintain ongoing funding for the three firefighters. The CPI for the year ending December 2023 was 3.4%.

The 2024/2025 Special Emergency Medical and Fire Response Tax with the December 2023 CPI applied are as follows:

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

Fiscal Year 2024/2025

Classification	FY 23/24	December 2023	FY 24/25	Adjust Per	
	Existing	CPI Increase 3.4%	New Fee	Nevada County Auditor	Adjusted Fee
Single Family Residential (per parcel)	\$50.64	\$1.72	\$52.36		\$52.36
Multi-Famil (per unit-duplex or larger)	\$24.62	\$0.84	\$25.46		\$25.46
Mobile Home Park (per unit)	\$35.00	\$1.19	\$36.19	(\$0.01)	\$36.18
Commercial/Industrial (per business)	\$54.28	\$1.85	\$56.13	(\$0.01)	\$56.12
Any Other Improved Parcel	\$53.54	\$1.82	\$55.36		\$55.36
Any Unimproved Buildabel Parcel	\$17.78	\$0.60	\$18.38		\$18.38

Fiscal Impact: N/A

Funds Available: N/A

Account #: N/A

Reviewed by: City Manager

Attachments: Resolution 2024-59

RESOLUTION REQUESTING THE COUNTY AUDITOR TO PLACE THE CURRENT SPECIAL EMERGENCY MEDICAL AND FIRE RESPONSE TAX ON THE PROPERTY TAX ROLL FOR FISCAL YEAR 2024-2025

WHEREAS, on March 11, 1997, the City Council adopted Resolution No. 97-22, calling for a Special Municipal Election to be held in the City of Grass Valley on June 3, 1997 for the purpose of submitting to the qualified voters of the City the issue as to whether to impose a special emergency medical and fire response tax (Measure A); and

WHEREAS, a Special Election was held in the County of Nevada for the City of Grass Valley on the 3rd day of June 1997, in accordance with the provisions of the City Charter, California Elections Code, and other State Laws concerning election matters; and

WHEREAS, the County Clerk did conduct said election, canvass the returns and certify the Statement of Results of the Election on June 5, 1997; and

WHEREAS, Proposition 218 requires that all special taxes receive at least 66-2/3rds vote and Measure A, the Emergency Medical and Fire Response Tax passed with a 78.3% approval; and

WHEREAS, Measure A includes a provision for an automatic cost of living allowance not to exceed 5% per year; and

WHEREAS, the December 2023 cost of living allowance as determined by the CPI – All U.S. Cities Index showed a 3.4% annual increase; and

WHEREAS, the cost of living allowance increase is necessary to continue to fund the firefighters as provided for in the special emergency response tax; and

WHEREAS, the total CPI adjustment for FY 2024 – 2025 Measure A special tax is 3.4%.

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

1. That the above recitals are true and correct.
2. The new special tax rates will now be:

Fiscal Year 2024/2025

Classification	FY 23/24 Existing	December 2023 CPI Increase 3.4%	FY 24/25 New Fee	Adjust Per Nevada County Auditor	Adjusted Fee
Single Family Residential (per parcel)	\$50.64	\$1.72	\$52.36		\$52.36
Multi-Famil (per unit-duplex or larger)	\$24.62	\$0.84	\$25.46		\$25.46
Mobile Home Park (per unit)	\$35.00	\$1.19	\$36.19	(\$0.01)	\$36.18
Commercial/Industrial (per business)	\$54.28	\$1.85	\$56.13	(\$0.01)	\$56.12
Any Other Improved Parcel	\$53.54	\$1.82	\$55.36		\$55.36
Any Unimproved Buildabel Parcel	\$17.78	\$0.60	\$18.38		\$18.38

- 3. The City Council hereby requests that the County Auditor place the Measure A special tax for 2024-25 on the tax roll.
- 4. The City Clerk is hereby requested to forward a copy of this resolution to the County Auditor along with the information necessary for placement on the tax roll.

ADOPTED as a Resolution of the Council of the City of Grass Valley at a meeting thereof held on 23rd day of July 2024, by the following vote:

AYES:
 NOES:
 ABSENT:
 ABSTAINING:

 Jan Arbuckle, Mayor

ATTEST: _____
 Taylor Whittingslow, City Clerk

APPROVED AS TO FORM: _____
 Michael Colantuono, City Attorney



City of Grass Valley City Council Agenda Action Sheet

Title: Community Farms Planning for Mautino Park

CEQA: Not a project.

Recommendation: That Council 1) receive proposals for Community Farm Planning from Interfaith Food Ministry and Sierra Harvest; 2) approve funding up to \$30,000 for each proposal; and 3) authorize the City Manager to prepare and execute agreements for approved proposals, subject to legal review.

Prepared by: Tim Kiser, City Manager

Council Meeting Date: 7/23/2024

Date Prepared: 7/17/2024

Agenda: Administrative

Background Information: As part of the Fiscal Year 2024/25 Budget, the Measure E Citizen Oversight Committee and the City Council approved \$60,000 of Measure E funds to explore and plan Community Farms at Mautino Park. The City has received a joint proposal from Interfaith Food Ministry (IFM) and Sierra Harvest to develop a Community Food Campus at Mautino Park.

This project aims to transform portions of the unused areas of Mautino Park into a shared campus showcasing various aspects of a sustainable food system in Western Nevada County. The project will include:

- IFM Community Composting Facility
- IFM Food Forest
- Sierra Harvest Food Love Farm

Specific aspects of this collaborative project will have shared budgeted expenses and responsibilities between the two organizations, outlined in a signed Memorandum of Understanding (MOU) detailing the lead agency, deliverables, and budget. These aspects include:

- Community & Partner Engagement
- Planning & Design

Shared activities encompass:

- Community Surveys
- Community & Partner Listening Sessions
- Marketing & Outreach
- Planning Meetings
- Request for Proposals (RFP) Process
- Implementation Phase Plan & Proposal

Interfaith Food Ministry and Sierra Harvest have a long-standing partnership supporting food access for Western Nevada County community members. They are excited to bring their collaborative spirit to this joint project, benefiting all stakeholders. They extend their gratitude to the City of Grass Valley for its vision for Mautino Park and for inviting them to steward this important community asset.

Attached for Council review and consideration is a companion proposal for a joint project known as the *Community Food Campus at Mautino Park*.

Council Goals/Objectives: High performance government and quality service.

Fiscal Impact: Funded for this action up to \$60,000 has been included in the Measure E Budget for FY 2024/25.

Funds Available: Implementation requires the City to fund this effort.

Account #: Measure E

Reviewed by: City Manager

Attachments: Companion proposal for a joint project known as the *Community Food Campus at Mautino Park*.

City Council Proposal Addendum
Community Food Campus at Mautino Park

Interfaith Food Ministry and Sierra Harvest are submitting companion proposals for a joint project known as the *Community Food Campus at Mautino Park*.

This project will transform Areas 1,2, and 3 of Mautino Park as outlined in each proposal and result in a shared campus that features various aspects of a sustainable food system in Western Nevada County:

- IFM Community Composting Facility
- IFM Food Forest
- Sierra Harvest Food Love Farm

Specific aspects of this joint project and planning proposal are collaborative and thus budgeted expenses will be shared by both organizations. Both organizations will operate these activities based on a signed MOU outlining lead agency, deliverables, and budget. Those aspects include:

- Community & Partner Engagement
- Planning & Design

Shared activities include:

- Community Surveys
- Community & Partner Listening Sessions
- Marketing & Outreach
- Planning Meetings
- RFP Process
- Implementation Phase Plan & Proposal

Interfaith Food Ministry and Sierra Harvest have a long history of partnership supporting food access for Western Nevada County community members and are excited to take that collaborative spirit into this joint project for the benefit of all stakeholders. We would like to thank the City of Grass Valley for their vision around Mautino Park and inviting us to be stewards of this important community asset. Please join us in supporting the vision for a Community Food Campus at Mautino Park.

Funding Request for a Community Farm and Composting Pilot Grass Valley Planning Proposal May 2024



Introduction: For thirty five years, Interfaith Food Ministry (IFM), has been feeding people and working to reduce food insecurity in Nevada County. In 2023 IFM assisted 11,000 unique individuals in accessing nutritious food through its drive-through food distributions. 25% of IFM clients are ages 17 and under, 45% are adults 18-54, and 30% are seniors 55+. IFM has prioritized distributing the most nutritious food with dignity, including local and IFM grown produce, and offering clients choice in the food they receive.

In IFM's search for more effective strategies to reduce food insecurity and increase access to fresh, local food, Interfaith Food Ministry and Sierra Harvest participated in a six-month human-centered design training with the Center for Care Innovations in 2022. This training surfaced a co-created, collaborative proposal for a community farm. The results highlighted broad interest in a community space that provided social support, food access, workforce development opportunities, education, and opportunities to give back among those who relied on food assistance programs.

Since 2022 IFM has been investing in satellite gardens to grow the freshest food for its clients. This approach has: increased the quality and quantity of fresh food distributed at IFM; engaged and mobilized new volunteers; reduced costs for fresh produce purchasing; and has increased our local resilience. With two years of successfully piloting this model at smaller sites, there is a clear opportunity to expand IFM's regenerative food production and community benefit through a community farm.

Additionally, as a result of SB 1383, action is needed to address food waste. Large areas of Mautino Park are currently underutilized and could be transformed into a thriving community hub for composting, food production, job training, education, and community resiliency. The IFM team and board have spent several months researching, planning, and working towards this vision - already investing over \$5,000 this year. IFM is prepared, has a solid plan, and is ready to begin this project in July, 2024 upon the receipt of city funds. This proposal lays out the vision, plan, and budget for the planning phase to occur over the next year.

Funding Request

IFM is requesting \$30,000 for the research and planning process required to make this project a success. The proposal describes what activities and outcomes will be accomplished during this planning phase. The attached budget shows exactly where time will be spent and by whom.

Community Farm/Composting Pilot Purpose

Increase food security and access to fresh foods for local residents

Create a beautiful and safe space for community recreation, educational classes related to diet and nutrition, and gatherings to cultivate social cohesion and connection

Create a resilient farm model that features edible plants, water conservation, soil building, community composting, and ecological diversity to support environmental health

Build community skills that support economic resiliency and human health

Generate revenue to support program longevity including selling value added products, produce, and providing composting services to support SB 1383 food recycling mandates

Include community voices by continuing human-centered design listening sessions, surveys, and interviews to ensure community needs, concerns, and ideas are considered

Reclaim the ecological integrity of the land for current and future generations

Community Farm/Composting Pilot Outcomes

A thriving, centrally located community farm with a communal fruit orchard, herbs and perennial crops, to feed the community

A gathering area and community hub for inclusive events, field trips, presentations, and classes

Revitalized land for community benefit, with toxic soil remediated and vacant land made useful

City and community values amplified through signage and relevant events

Revenue for Interfaith Food Ministry to support ongoing work to feed the community

Increased collaboration between local government, non-profit, schools, and service organizations to meet the needs of the community

Increased health, wellness, happiness, and community connection

Workforce development opportunities for Grass Valley residents needing employment

Grass Valley regional model developed to learn from, expand, and inspire others

Planning Process 2024-2025

The thoughtful and thorough planning process outlined below is necessary for IFM to establish the foundation for a successful program. This plan reflects skills and tools learned in the 2022 [Catalyst “human-centered design” training](#), a deep desire for this farm to be designed for and with community, and for the impact to have stability and longevity. The front-end community engagement, financial planning, and investment in necessary systems for the program will alleviate program strain, and support IFM, funders, partners, and the community in having greater clarity, buy-in, and ease upon program launch. The IFM team has invested six months of planning this year, and has the knowledge, network, and capacity to accomplish this planning process with the funding requested.

Community Engagement

- Develop human-centered design “how might we” questions and process
- Develop survey to identify community input, assets, and ideas
- With city support, contact grass valley citizens within 1 mile of Mautino Park with surveys and invitations to be involved in the planning process.
- Promote and host at least two listening sessions for neighbors and grass valley citizens
- Promote and host at least two listening sessions with community partners to share vision and receive input on how the space can be an inclusive space to support and meet their organizational needs
- Connect with BIPOC community leaders to inform a design that prioritizes justice, equity, diversity, and inclusion (Ex. Tracy Pepper and Grandmommy’s Garden)
- Connect with current users of the park to share vision, gain buy-in, and receive input to inform a harmonious flow and design
- Identify and coordinate volunteers to assist with current and future outreach and efforts
- Establish relationships with 5-10 local restaurants to procure organic waste
- Develop a project database to leverage at project launch (partners, volunteers, etc)
- Investigate, identify, and structure a communication platform to use for coordinating partners, volunteers, events, and stakeholders connected to the project

Analogous Models Research

- Identify and research 15-25 analogous models in community farming and composting, and create database of models to explore - dimensions of their offerings, financial model, impact, challenges, keys to success
- Thoroughly research and prioritize a compost model plan that avoids smell and rodents
- Interview 5-10 models
- 3-5 potential site visits within the region
- Track and record all findings and best practices

Analysis & Design

- Review, analyze, and summarize insights from community, analogous models, and partners to inform program design, operations, and priorities

- Develop community vision statement and branding for the farm that reflects purpose and values

Design Plan & Budget

- Outreach and site visits with 3-5 landscape architects to get quotes for materials and labor
- Hire and collaborate with a landscape architect to develop a plan that incorporates community informed design
- Estimate realistic revenue sources for years one and two (informed by analogous models)
- Develop a budget for installation (fencing, plants, irrigation, soil, pathways, signage, earthworks)
- Develop budget for ongoing infrastructure (equipment, labor, inputs)

Funding Plan

- Research and document available city and county funds, government grants, private foundations, and local donations
- Make contact with potential donors to share the vision and build relationships
- Identify and invite a local business to contribute financially for farm naming rights
- Develop social enterprise revenue model for farm and composting system
- Design a crowd-funding campaign to announce the project and gain new sources of support

Educational Plan

- Based on community and partner input - identify priority education areas
- Identify teachers and topics
- Establish educational calendar of events
- Develop key signage to elevate educational benefit to the community
- Design or purchase a curriculum for educational opportunities in composting and gardening
- Develop protocol/agreements for educational events and shared use of space
- Establish outreach plan - how/where events will be shared - including buy-in from partners
- Investigate how the program could involve workforce development training

Operational Plan

- Develop a cohesive program plan - identify budget, SMART goals, timeline, and roles, informed by the planning and research above
- Develop volunteer and employee job descriptions as needed
- Develop metrics and system for tracking program outcomes towards desired goals (food produced, educational program participation, volunteer engagement, workforce development)
- Present report and implementation proposal to the City of Grass Valley

Timeline

Jan - July 2024 - IFM funded project development (approximately \$5,000)

May-June 2024 - City Council presentations and approval of planning funds

July 2024 - June 2025 - Research and planning phase begins

May 2025 - Deliver report with summarized findings to city based on planning phase research including: operational plan, budget, SMART goals, analogous model analysis, funding plan.

- Deliver proposal to city with request for infrastructure/implementation funds

July 2025 - June 2026 - Infrastructure development and pilot implementation

Current and Potential Partners and Resources

Community - IFM clients and the broader community have expressed interest in being involved in a community garden as a way to learn, receive food, and build social cohesion. In a 2021 IFM survey that reached 273 clients, the top services requested by clients were for a community garden (41%) and cooking and nutrition classes (40%). Through the community outreach process IFM will engage the community for ideas, feedback, and buy-in which will likely lead to some community volunteers and potentially donors.

Sierra Harvest - IFM has a strong relationship and history of successful partnerships with Sierra Harvest including IFM receiving food from the Gleaning Program and Sierra Harvest connecting IFM with local food producers and farmers in order to purchase their food. Their vision to share Mautino Park would be a wonderful way to activate the space to its fullest potential for education and food production. Throughout the planning phase IFM will collaborate closely with Sierra Harvest. Collaborating to plan and execute community outreach and listening sessions is an obvious area where working together could maximize impact. After building the relationship with their new team and having more clarity on their vision and timeline we envision the development of an MOU to clarify roles, responsibilities, agreements, and usage of the space.

Service Organizations - IFM has relationships with local Rotary clubs and the United Way - both of which are potential sources of volunteer support. Dee Mautino Park is named after De Vere "Dee" Mautino, local Rotarian and first female mayor of Grass Valley.

Rough and Ready Grange - IFM has been in conversations with the Grange around developing solutions to address food waste and SB 1383, as well as interest in composting opportunities, collaboration, and potential grants.

Schools - Similar to the Food Love Farm model, IFM will collaborate with schools to secure grants to pay for educational field trips at the farm where kids could learn about composting, soil, nutrition, gardening, and more. Schools could also be composting clients.

Sierra College - College students are a likely source for internships or volunteering to help both on the farm and perhaps with grant research and community outreach. Sierra College could also be a composting client.

Workforce Development - IFM is already working with 211 Connecting Point and has provided job training on site to several youth and CalWORKs participants. This is part of our vision moving forward to engage underserved populations, and move towards providing jobs and training that support economic

mobility. Pride Industries, TK Momentum, and the Alliance for Workforce Development are all potential partners.

Master Gardeners - Nevada County has many garden educators who are required to provide community education. IFM will develop these relationships to both receive garden guidance and to weave them into the educational offerings.

BIPOC Organizations - IFM will engage with organizations that serve and support the BIPOC community to gain insights around creating an inclusive, safe, and equitable space.

Local Businesses - IFM will engage local businesses as sponsors, for pro-bono services, and/or as potential clients for the composting social enterprise.

Farmers & Ranchers - IFM will engage the agricultural community as the farm will need animal bioproduct, manure, and IFM will eventually have high quality compost to sell.

Sierra Nevada Memorial Hospital - The hospital is aiming to expand its garden-based nutrition education for its patients. The IFM farm could offer these classes.

County of Nevada - Nevada County Health and Wellness and Community Development Agency have both expressed interest in collaborating around a local garden/education project.

Budget

Since IFM began its work in 1987, its primary engine has been the incredible generosity of volunteers. To this day, IFM remains highly motivated to engage, activate, and uplift this spirit of volunteerism and resourcefulness in order to meet community needs. IFM has trained, managed, and coordinated over 400 volunteers - this year they have contributed over 6,000 hours of time. IFM designed this preliminary planning process budget weaving in our intentions to be both resourceful, and to ensure a strong foundation for the future of the project. Every part of the planning process assumes volunteer involvement. The IFM team has already invested over \$5000 into this project over the past year.

Research and community engagement are an essential part of building this strong foundation. This part of the process ensures that IFM is well informed of other models (successes, failures, revenue models, etc), and is designing a program that has community and partner interests, ideas, and concerns in mind. Our services, impact, and experience will be longer lasting and have the broadest community benefit when we take the time to build authentic relationships, collaborate, and find areas of alignment with others who share similar goals. Volunteers will help with some of this process but ultimately it's critical that IFM leadership, based on their knowledge and experience, take the lead on some of these critical conversations and relationships.

IFM sees the city of Grass Valley as a key partner bringing this vision to life. With this in mind, IFM has been as transparent and detailed as possible in our proposed planning budget to show how and where funds will be used and which staff will be responsible for each stage of the project. IFM is open to feedback and adapting this budget with city feedback and support. Technical assistance in any of the

areas outlined, (grants, funding, outreach for example) would add value and potentially reduce costs. IFM's limited staff is currently at capacity with its current efforts. Shifting some energy and hours towards this project is highly desired and possible, yet it will require additional resources. IFM welcomes questions and a conversation about the proposed budget with the goal of finding alignment and a clear way forward in partnership with Grass Valley.

Planning Stage Subtotals		
Pre-planning (IFM funded)		\$4,981
Community Engagement		\$6,588
Analogous Models Research		\$5,912
Analysis & Design		\$1,908
Design Plan & Budget		\$4,406
Funding Plan		\$4,096
Educational Plan		\$3,342
Operational Plan		\$4,322
	Total Project Cost	\$35,555

*While bringing a variety of benefits to the project, intentional and strategic collaborative work requires more time. IFM's initial proposed budget to the city did not include funds allocated for partner coordination/alignment with Sierra Harvest. Thus, the budget will be adjusted as IFM and SH clarify project roles, responsibilities, and opportunities for leveraging each organizations skills/resources for greatest efficiency and project benefit.

Total Request for Planning Stage: \$30,000

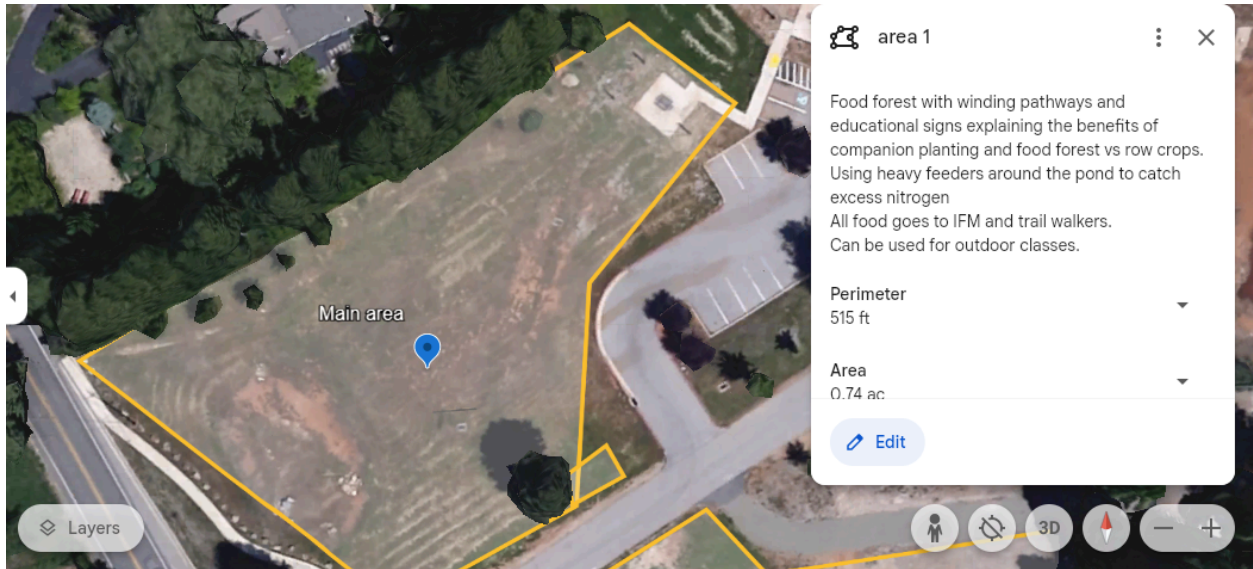
Thank you for your consideration and for your partnership in this vision!

Mautino Park Maps

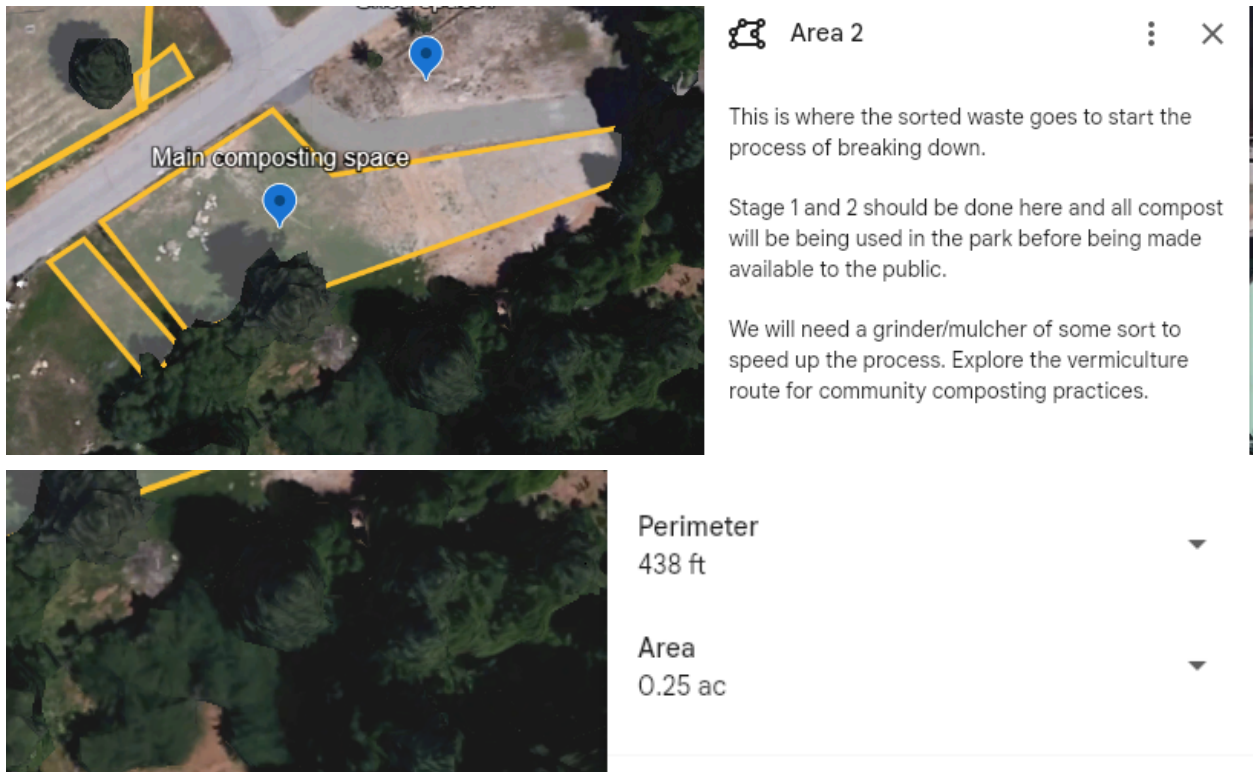


IFM will focus its planning efforts on Areas 1 and 2, while Sierra Harvest will focus its planning efforts on Area 3. Although the two organizations will have different projects in the different areas, all planning and eventual implementation efforts will have a shared vision and shared goals.

Area 1 - IFM - Potential Site of Educational Garden and Food Forest

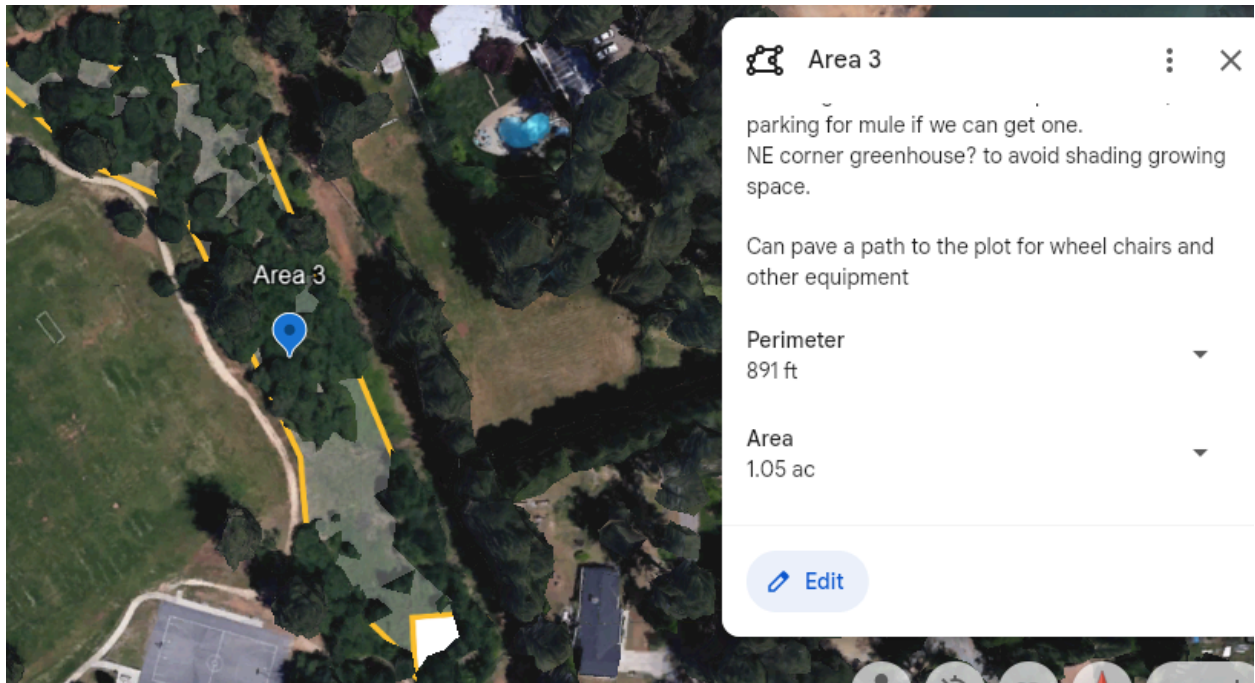
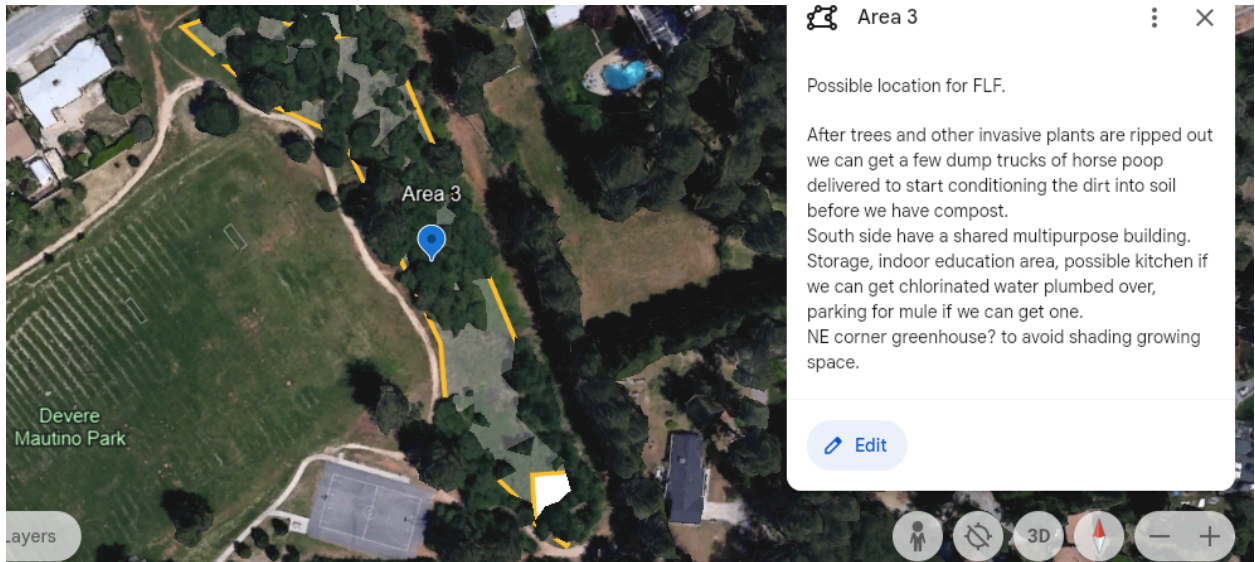


Area 2 - IFM - Potential Site of Educational Composting Program



Area 3 - Sierra Harvest - Potential Site of Food Love Farm

Sierra Harvest is focusing its planning efforts on Area 3 and the possible relocation of Food Love Farm to this site. Throughout the planning phase, IFM will work collaboratively with Sierra Harvest within a shared vision and shared goals.



**GRASS VALLEY CITY COUNCIL PROPOSAL:
COMMUNITY FOOD CAMPUS AT MAUTINO PARK
Sierra Harvest | Area 3**

OVERVIEW

For over seventeen years Sierra Harvest has been exploring ways to create more equitable access to fresh, local seasonal food. Our efforts have resulted in a robust Farm to School program serving 21 K-8 Western Nevada County schools, the Foothills Fresh program building a reality for scratch-cooked meals for Nevada County students, a gleaning program that rescued over 35,000 lbs (in 2023) of locally grown food from farms and private properties and redistributing it to those in need, a Food Love educational farm providing interactive, hands-on exploration into the natural world, and a backyard gardening program that installed over 50 gardens.

In our search for more effective strategies to increase access to fresh, local food, Sierra Harvest and Interfaith Food Ministry participated in a six-month human-centered design training with the Center for Care Innovations in which we came to a collaborative proposal for a community farm and garden park. The results highlighted broad interest in a community space that provides social support, food access, education and opportunity to give back to those who rely on food assistance programs.

Mautino Park, Area 3 provides an opportunity for Sierra Harvest to explore the relocation of our Food Love Farm to the City of Grass Valley, a more locally convenient site within walking and transit access. This increases connectivity for those who currently may not have the ability to reach our farm in its current location on Lake Vera Purdon Road. Grass Valley's Mautino Park is also an ideal location for growing food with its clear south-facing aspect, plenty of space for gardening, existing fruit trees and access to ample water. Further, it could extend Food Love Farm camp offerings throughout the year beyond just summer and provide easier access for field trips and u-pick. Most importantly it can bring a community together, provide more advantageous opportunities for volunteers of all ages, create a learning environment centered in the heart of a working community farm, and, with IFM's goals of providing composting and a food forest in Area 1 and 2, it will give families a better understanding of our local food system.

Outlined in this document is the proposed plan for Sierra Harvest to explore moving our Food Love Farm to Mautino Park Area 3 as part of the larger 'Community Food Campus'. The plan was designed in collaboration with Interfaith Food Ministry who would be designing and managing Mautino Park Areas 1 and 2 (see IFM plan for area maps) as outlined in their companion proposal. The plans have been purposefully created to mirror one another so as to provide a side-by-side and step-by-step comparison on how both organizations would approach utilizing all three areas of Mautino Park.

Sierra Harvest is grateful for the collaborative support of Interfaith Food Ministry and looks forward to working together to build a unified vision for Mautino Park should the City Council approve the Measure E funds to do so.

PURPOSE

- **Increase access to fresh foods** for local residents and students through farm classes, field trips, summer camp and u-picks
- **Create a beautiful and safe space** for community recreation, education, gatherings, and connection
- Meet community need for educational classes related to **fresh, seasonal, and local food**
- **Create a working educational farm for the community** featuring edible plants, water conservation, soil building and ecological diversity to support a sustainable and healthy environment
- **Utilize a model for viable composting systems** provided by IFM at adjacent areas
- Build community skills that support **economic resiliency and conserve natural resources**
- Collaborate with IFM to **adhere to state and county policy requirements and plans to leverage resources**, (e.g. SB1383, NC Food System Assessment, NC Recreation & Resiliency Master Plan, etc.)

PROJECT OUTCOMES

- **A thriving, centrally located Food Love Farm** that is easily accessible by walking and transit, providing increased opportunities to engage Grass Valley and Nevada County residents and their families.
- **A community hub that provides food education** and resources for students and community members
- **Increased collaboration** between local government, non-profits, and service organizations to more efficiently meet the needs of our diverse community and build a sustainable food system.
- **Increased access to health, wellness, happiness, and community connection** in an accessible facility with on-site parking, classroom spaces, small gathering areas, and outdoor kitchen.

POTENTIAL PARTNERS

- City of Grass Valley
- Interfaith Food Ministry
- Office of Nevada County
- Chapa De Indian Health
- Western Sierra Medical Clinic
- Nevada County Master Gardeners Program
- Community members at large with expertise in landscape design, farming, and conservation
- Business partners such as, but not limited to, Peaceful Valley, Weiss Bros., B&C, A to Z, Hills Flat Lumber Co., and Catalyt BioAmendments LLC.
- Other non-profit organizations such as, but not limited to; BriarPatch Food Co-op, FREED, CHIRP, NCRCD, Farm Bureau, Bear Yuba Land Trust, and Food Bank of Nevada County

PLANNING PROCESS OVERVIEW

- **Working with IFM, solicit input from community members within one mile of Mautino Park and other key stakeholders**
Specifically, identify needs, wants, concerns, and threats to the potential project to create a reasonable implementation plan and timeline.
- **Develop a design plan & implementation budget**
Develop an implementation plan and landscape/farm design which incorporates community and stakeholder input, farm models, best practices, and existing research Sierra Harvest has gathered to ensure success and maximum use.
- **Identify funding sources for implementation**
Build out a funding plan identifying city and county funds, government grants, private foundations, sponsorships, and individual donors to support start up costs, ongoing operations and building costs.
- **Develop an operations plan**
Develop an annual operating budget with income and expenses for Food Love Farm transition to new location for ongoing project success and long-term sustainability. Including, but not limited to, staffing roles and responsibilities, strategic objectives with key performance indicators, and program outline.

AREA 3 PHASES & DELIVERABLES

Community Engagement (in partnership with IFM)

- Develop human-centered design questions and process to engage stakeholders
- Implement survey to identify community feedback, ideas or concerns
- With City and County support, reach neighbors within one mile of park with informational flyers, surveys and public comment opportunities
- Promote and host at least two focus-group sessions for neighbors and community members
- Outreach and host at least two focus-group sessions with key stakeholders, organizations, and business partners to maximize collaborative efforts and inclusion
- Outreach and host BIPOC leaders to prioritize justice, equity, diversity, and inclusion
- Engage existing volunteers, while recruiting new volunteers to support community engagement outreach, dissemination of information, tabling, and contributing to overall awareness of the project

Outcomes:

- Community survey and feedback results
- SWOT Analysis
- Proposed communications plan to report out results of survey and ongoing project development to community-at-large

Location Planning and Design

- Identify landscape architect through RFP process (at least three potential vendors) that matches desired outcome with proposed plan and budget
- Research programming at other successful educational farms and identify site requirements
- Develop plan and timeline for initial site prep, including tree and stump removal, cover crop and irrigation system

Outcomes:

- Proposed landscape design & sitemap

Infrastructure Research and Analysis

- Research other educational farms infrastructure and determine best practices
- Create materials and infrastructure list with associated costs
- Identify and price infrastructure and building costs; i.e. greenhouse, teaching kitchen, farm stand, covered teaching area, fencing, tool storage, etc.
- Develop a plan and timeline for infrastructure buildout
- Develop a plan to move the Food Love Farm to Mautino Park, including timeline, staffing and costs.

Outcomes:

- Proposed Sitemap
- Estimated Materials & Building Cost List
- Buildout Timeline

Fundraising Plan & Feasibility Study

- Identify potential individual, government, and foundation funding sources
- Build out engagement plan and timeline
- Complete a feasibility study for a capital campaign
- Secure initial funding commitments based on implementation planning and budget

Outcomes:

- Feasibility study & campaign timeline

Operational Plan

- Identify staff roles and responsibilities and estimated FTE positions
- Create work plan for first three years of operations
- Create estimated operational budget and identify start up costs
- Develop metrics and system for tracking program outcomes
- Develop programming plan including current and new programs such as, but not limited to, additional weeks of camp during school breaks, after school programs, and community classes

Outcomes:

- Operations plan
- Proposed Budget
- Key Performance Indicators

Implementation Plan & Proposal

- Create a comprehensive report of planning process and results
- Provide recommendations for implementation phase of Mautino Park project to City Council

SIERRA HARVEST PLANNING TIMEFRAME (FY 2024-2025)

Planning Process	Q1			Q2			Q3			Q4		
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Community/Partner Engagement												
Location Planning & Design												
Infrastructure Research & Analysis												
Fundraising Plan & Feasibility Study												
Operational Plan												
Implementation Plan & Proposal												

BUDGET

Sierra Harvest	
Area 3 Exploration Budget	
Community Engagement*	\$3,586
Planning & Design*	\$7,130
Infrastructure, Research & Analysis	\$8,730
Funding	\$4,518
Operations	\$4,163
Budget & Reporting	\$1,873
TOTAL BUDGET:	\$30,000

* Budget to be adjusted as IFM and SH identify opportunities for streamlined and shared expenses

DELIVERABLES PROVIDED TO CITY COUNCIL

- Community survey and feedback results
- Project SWOT Analysis
- Proposed communications plan to report out results of survey and ongoing project development to community-at-large
- Proposed plan for implementing a community food forest, compost facility, and education farm at Mautino Park in collaboration with Interfaith Food Ministry

SUMMARY

The Community Food Campus at Mautino Park can increase food security, create a beautiful and safe space for community recreation and education, inspire healthier eating habits, and create a model for resilient landscaping that features edible plants, water conservation and ecological diversity. The park is accessible via sidewalk, bike-able streets, and public transportation, making it available to many residents of Grass Valley across the economic spectrum. Large areas of Mautino Park are currently underutilized and could be transformed into a thriving community hub for health and food education. Sierra Harvest is excited to fill this need for the community and sees it as a clear path for growing our mission to build a sustainable and accessible food system in Western Nevada County.