



GRASS VALLEY

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

Tuesday, January 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. Nevada County Arts Council Presentation
2. Grass Valley Downtown Association Annual Overview 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 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.*

3. Approval of the Regular Meeting Minutes of January 9, 2024
Recommendation: Council approve minutes as submitted.
4. Local Emergency Proclamation (Winter Storm of February 2023)
CEQA: Not a project
Recommendation: To continue the Winter Storm February 24th, 2023 to March 1st, 2023 proclamation declaring a Local State of Emergency
5. Local Emergency Proclamation (Drought Conditions)
CEQA: Not a Project.

Recommendation: Drought Conditions proclamation declaring a Local State of Emergency

6. HSIP Pedestrian Crossing Improvement Project - Award Contract

CEQA: Categorically Exempt - Section 15301 “Existing Facilities”

Recommendation: That Council 1) award a contract for the Highway Safety Improvement Program (HSIP) Pedestrian Crossing Improvement Project to Consolidated Engineering Inc, 2) authorize the Mayor to execute a construction contract, subject to legal review 3) authorize the City Engineer to approve construction change orders for up to 10% of the contract amount, and 4) authorize the Finance Director to execute a budget transfer of \$80,000 in Measure E funds to fully fund the project.

7. 2024 Annual Measure E Street Rehabilitation 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.

8. Resolution authorizing the submittal of applications for recycling related payment programs and authorizing the City Manager to execute all documents to secure these funds.

CEQA: Not a project

Recommendation: Adopt resolution No. 2024-03, which includes the following action: 1) Authorizes the City Manager to submit applications to CalRecycle for any and all eligible payment programs.

9. Update Job Descriptions for Fire Captain, Fire Engineer, and Firefighter

CEQA: Not a project

Recommendation: That Council approve updated job descriptions for Fire Captain, Fire Engineer, and Firefighter.

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

REORGANIZATION RELATED ITEMS

PUBLIC HEARING

10. CDBG Memorial Park Facilities Improvement Project - Project Closeout

CEQA: N/A - Project is Complete

Recommendation: That Council 1) hold a public hearing to update residents on the progress of the CDBG Memorial Park Facilities Improvement Project

ADMINISTRATIVE

11. A-Board Sign Regulation

CEQA: Not a project under CEQA; If directed to prepare an ordinance, the appropriate CEQA review will be completed at that time, but it is anticipated to qualify for a categorical exemption.

Recommendation: That Council direct staff to draft an Ordinance for the regulation of A-Board signs throughout the city.

- [12.](#) Establish a Policy Governing the Use of the Mill Street Plaza Area by the Public and for City-Sponsored Events

CEQA: Not a Project

Recommendation: That Council review and approve the Mill Street Plaza Use & Events Policy subject to legal review

- [13.](#) Pioneer Community Energy - Standard Rate vs. Green100 for City Accounts

CEQA: Not a Project

Recommendation: That Council provide staff direction on Pioneer Community Energy rate for City Accounts.

- [14.](#) Modifying Public Comment at the City Council Meetings

CEQA: Not a Project

Recommendation: That Council 1) have a discussion on how to improve the public comment portion of City Council meetings, and review and approve a resolution of the City Council of Grass Valley regarding public comment at council meetings

BRIEF REPORTS BY COUNCIL MEMBERS

ADJOURN

POSTING NOTICE

This is to certify that the above notice of a meeting of The City Council, scheduled for Tuesday, January 23, 2024 at 6:00 PM was posted at city hall, easily accessible to the public, as of 5:00 p.m. Friday, January 19, 2024.

Taylor Day, City Clerk



**Presentation – 2023
Year End Review**

Meet Our Best Team



Robin Galvan-Davies
Executive Director



Mary Ann Boyer
Member Outreach & Event Support



Sherry Sanchez
Graphic Designer



Heather Colby
Media & Marketing

BOARD OF DIRECTORS

EXECUTIVE BOARD

Joy Porter, Chairperson
Lillie Robertson, Outgoing Chair
Debbe Blakemore, Treasurer
Nicole Arbaugh, Secretary

Sue Amick, Board Director
Craig Hamilton, Board Director
Christine Larkin, Board Director
Penny Short, Board Director
Bob Medlyn, Board Director
Jay Strauss, Board Director
Suzanne Voter, Board Director

CITY OF GRASS VALLEY

Tim Kiser, City Manager
Jan Arbuckle, City of Grass Valley Liaison
Haven Caravelli, City of Grass Valley Liaison
(alternate)

Introduction



The Grass Valley Downtown Association is a 501 C 4 Not for Profit organization that provides the 250+ downtown businesses located within the Business Improvement District (BID) boundaries with a unified voice and an umbrella organization that concerns itself with those issues impacting the downtown area.

The GVDA is the sole recipient of the BID Assessment Fees. These fees give the GVDA the opportunity to accomplish its mandated objectives:

Community Events | Special Projects | Member Engagement & Support



COMMUNITY TRANSFORMATION

Build a diverse economic base | Catalyze smart new investment | cultivate a strong entrepreneurship ecosystem

Create an inviting, inclusive atmosphere | Celebrate historic character | Foster accessibility, people-centered public spaces

Build leadership and strong organizational capacity | Ensure broad community engagement } Forge partnerships across sectors

Market district's defining assets | Communicate unique features through storytelling | support buy-local experience

Budget – 2023 Expenditures

BID Assessment collections are up! We have worked hard to educate our members about the importance of paying them and how to do it!

- Brew Fest Event: \$7,645
- Car Show: \$4,206
- Certified Farmers Market Expenses: \$4,519
- Cornish Christmas: \$26,301
- Foothill Celebration: \$3,926



Budget – 2023 Expenditures

- 4th of July: \$4,550
- Holiday Open House: \$2,400
- Sidewalk Sale: \$1,735
- Thursday Night Market: \$11,672
- Safe Trick or Treat: \$285

TOTAL: \$67,189



Revenue BID Expenditures



Advertising & Marketing

Social Media, Social Media Boosts, The Union Newspaper, KNCO Radio, Nevada County Gold, Destination Magazine, Website, Weekly Merchant Memos, Monthly Newsletters, Graphic Designer, Banners, Sponsor Packets



Supplies & Materials

Community Posters, BID Handouts, Garbage Bags, Rental Equipment



Entertainment

Music on Mill, Event Entertainment (bands, characters, etc.) Performers and Dancers



Permits | Event Fees

City, County, ABC, Rental Equipment, Event Labor, Bank & Credit Card Processing Fees, Event Security



Sanitation

Port-a-Potty, Hand Washing Stations, Garbage and Garbage Disposal, Sidewalk & Street Cleanup

Special Projects & Community Giveback

We have revitalized the GVDA and in 2023 committed to give back to our community beyond the fabulous events.

- Holiday Lights on Buildings: \$3500
- Pigeon Mitigation: \$3000 + 2024 Birth Control
- Acoustic Music on Mill Street Plaza: \$2550
(Remainder of year & \$6,000 projected for 2024)
- BID Member Mixers (2): \$3000
- Locals for Locals: \$1000
- Project H.E.A.R.T: \$1000
- Creating Communities Beyond Bias: \$500



Working diligently to create value which our membership and community partners can be proud.

Social Media | Media

2023 Ends with a BANG!

CORNISH CHRISTMAS
431689 Views



The Press Democrat
Press Democrat
Feature in Newspaper - Cornish Christmas

NC TOY RUN
385314 Views



San Jose Mercury News
Feature in Newspaper - Cornish Christmas



KCRA NEWS
LIVE Segment at Cornish Christmas



Good Day Sacramento
26335 views
3 Live | 6 Segments






SOCIAL MEDIA STATS

Followers:

- 72.40% Women
- 27.60% Men

Location

CITIES

- Grass Valley
- Nevada City
- Alta Sierra
- Alta Sierra
- Penn Valley
- Sacramento
- Roseville
- Auburn
- Yuba City
- Lake of the Pines
- Reno, NV

COUNTRIES

- United States
- Mexico
- United Kingdom
- Nigeria
- India
- Germany
- Canada
- Brazil
- Italy
- Indonesia
- Vietnam

Greater Grass Valley Business Alliance

Grass Valley Downtown Association
&
The Greater Grass Valley Chamber of Commerce



HISTORY WAS MADE!

- Greater Grass Valley Business Alliance formed January 1, 2024
- Unanimous Vote!
- Interlocking Boards: Three Executive Board members appointed to each other's Board.
- Both organizations will remain separate entities.
- The GVDA BID funds will remain separate and used as approved by the City of Grass Valley.



Grass Valley Downtown Association

2024 Budget Business Improvement District Projected Income 2024

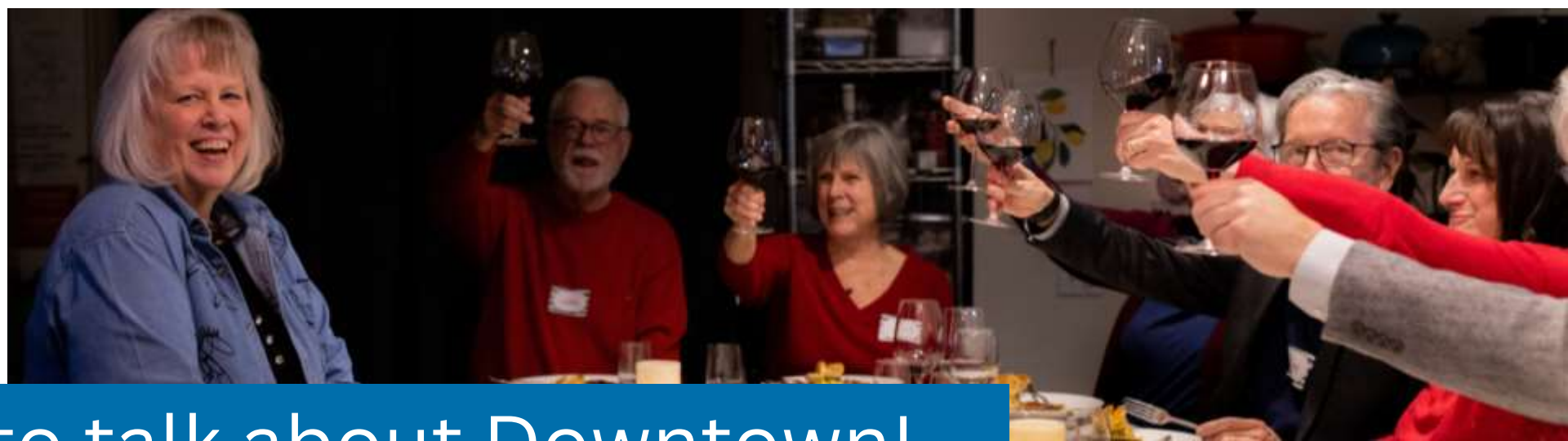
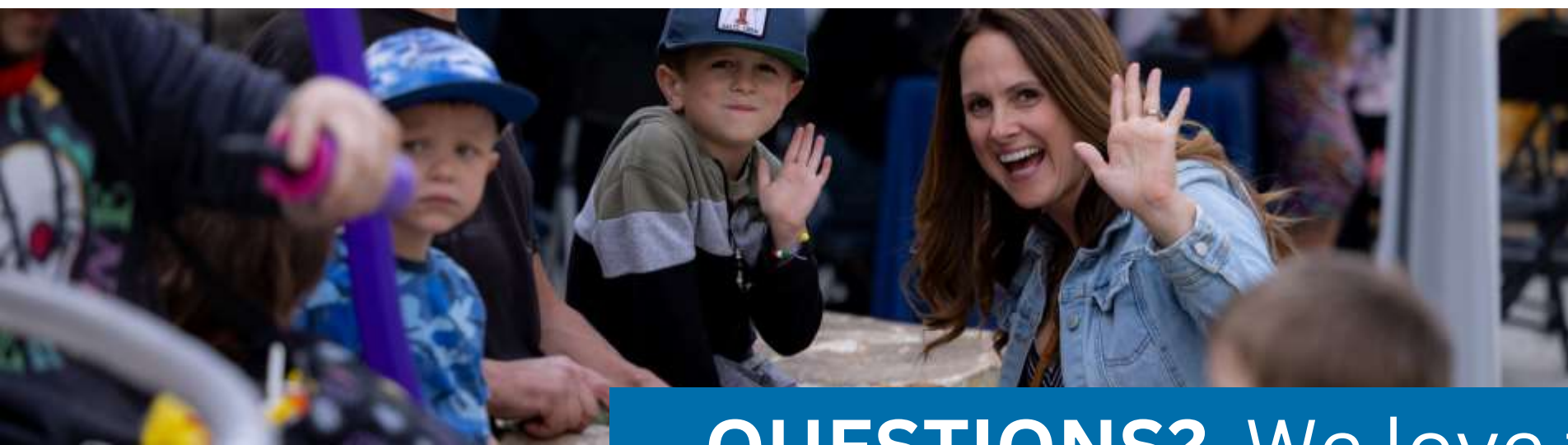
4th of July.....	\$7,000
Armed Forces Day Airshow...	\$4,000
Brewfest.....	\$30,000
Car Show.....	\$13,000
Cornish Christmas.....	\$30,000
Extreme Grass Valley.....	\$3,000
Foothill Celebration.....	\$15,000
Holiday Market.....	\$1,000
Magical Evening On Mill	\$25,000
St. Piran's Day.....	\$1,500
Stars & Stripes Gala.....	\$20,000
Thursday Night Market	\$15,000

Total: \$164,500

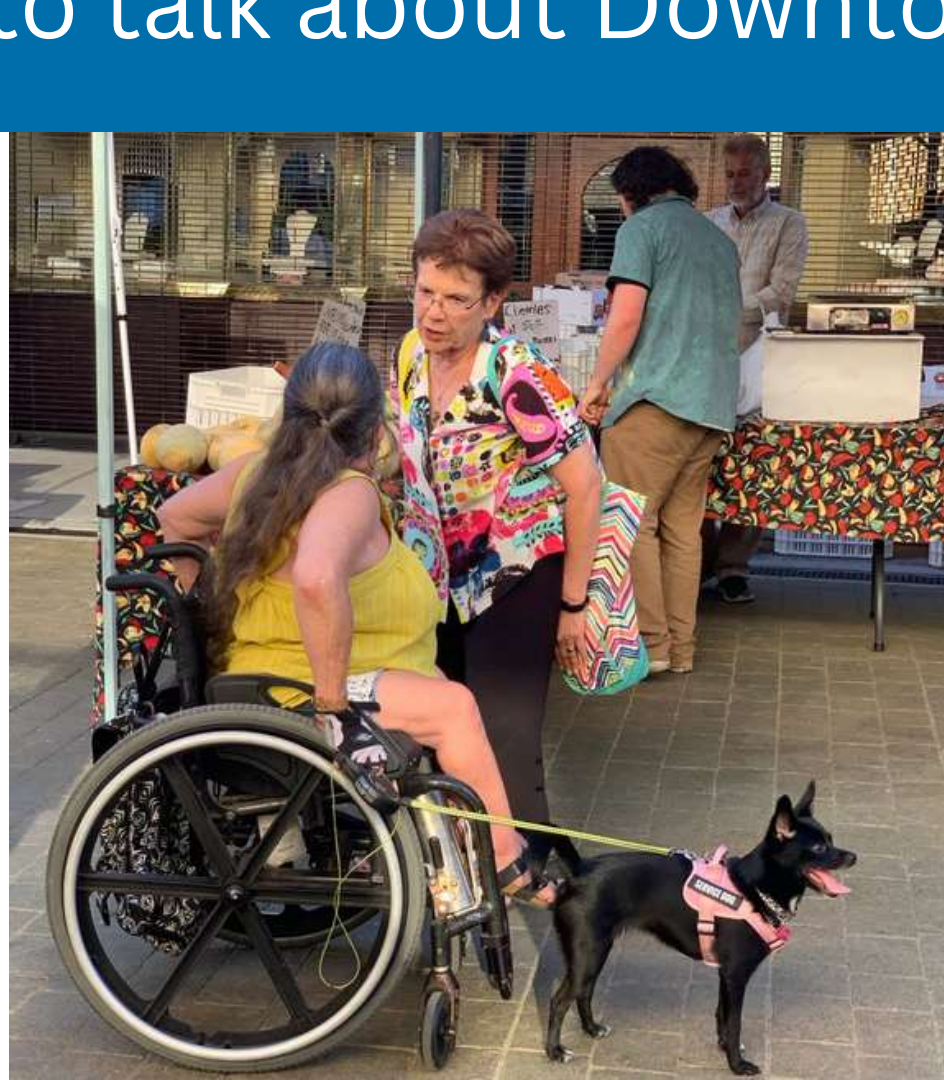
Thank You

We look forward to continuing our partnership with the City of Grass Valley.
Together, highlighting our beautiful historic downtown district.





QUESTIONS? We love to talk about Downtown!



2024 ANNUAL STREET CLOSURES FOR GRASS VALLEY DOWNTOWN ASSOCIATION

Heart of the Town Valentine's Open House – Saturday, February 10th

Event: 10:00 am – 5:00 pm

Street Closure Time: 7:00 am – 4:00 pm

Street Closure Location: Areas A (Mill from W. Main to Neal)

Annual St. Piran's Day Festival – Saturday, March 2nd

Event: 9:30 am – 11:00 am, Flag raising 9:45 am, Pasty Toss 10:00-11:00 am

Street Closure Time: 9:30 am-11:00 am

Street Closure Location: Areas A (Mill from W. Main to Neal).

Foothills Celebration – Saturday, March 16th

Event: 1:00 pm – 4:00 pm

Street Closure Time: 11:00 am – 5:00 pm

Street Closure Location: Area A (Mill Street from W. Main to Neal)

Downtown Car Show – Saturday, May 4th • Rain Date: Saturday, June 15th

Event: 10:00 am – 2:00 pm

Street Closure Time: 6:00 am – 4:30 pm

Street Closure Location: Areas A, B, C, D, E, P. (Mill from Main to Neal; Bank from Mill to S. Auburn; Main from S. Church to Stewart - S. Auburn from Bank to E. Main, City Hall Parking Lot at E. Main & S. Auburn.)

Thursday Night Market Summer Series – Thursdays, May 30th, June 6th, 13th, 20th & 27th

Event: 6:00 pm – 9:00 pm

Street Closure Time: 4:00 – 10:00 pm

Street Closure Location: Areas A & B, (Mill from W. Main to Neal, W. Main from S. Church to S. Auburn St.)

4th of July Celebration – Thursday, July 4th

Event: July 4th, 8:00 am – 10:00 am **Family Pancake Breakfast** from 8:00 am – 10:00 am

Street Closure Location: Areas A (Mill from W. Main to Neal)

Street Closure Time: July 4th, 6:00 am – 11:00 am

Event: July 4th, 5:00 pm – 9:00 pm. **Mill Street 4th of July Celebration**

Street Closure Time: July 4th, 3:00 pm – 10:00 pm

Street Closure Location: Areas A, ((Mill from Main to Neal)

Extreme Grass Valley! – Saturday, August 24th

Event: 6:00 pm – 9:00 pm

Street Closure Time: 4:00 – 10:00 pm

Street Closure Location: Areas A & B, (Mill from W. Main to Neal, W. Main from S. Church to S. Auburn St.)

Sidewalk Sale – Saturday, September 14th

Event: 9:00 am – 5:00 pm

Street Closure Time: 7:00 am – 4:00 pm

Street Closure Location: Areas A (Mill from W. Main to Neal)

Magical Evening on Mill – Sunday, September 15th

Event: 6:00 pm – 10:00 pm

Street Closure Time: 3:00 pm – 11:00 pm

Street Closure Location: Areas A (Mill from W. Main to Neal)

Brew Fest– Saturday, September 28th

Event: 1:00 pm – 5:00 pm

Street Closure Time: 11:00 am – 6:00 pm

Street Closure Location: Areas A (Mill from W. Main to Neal)

Downtown Holiday Market – Saturday, November 9th

Event: 10:00 am – 6:00 pm

Street Closure Time: 8:00 am – 7:00 pm

Street Closure Location: Area A (Mill Street from W. Main to Neal)

Annual Cornish Christmas – Fridays, November 29th – December 6th, 13th, 20th

Event: 6:00 pm – 9:00 pm, **Tree Lighting Ceremony** on Friday, Nov. 29th, 6:00 – 6:30 pm

Street Closure Time: 4:00 – 10:00pm

Street Closure Location: Areas A & B (Mill from W. Main to Neal, W. Main from S. Church to S. Auburn St.)

2024 Off Site Events

Grass Valley Stars and Stripes Gala – Friday, May 17th

Event: 6:00 pm – 9:00 pm

Grass Valley Vet’s Hall

Grass Valley Armed Forces Day Fly In – Saturday, May 18th

Event: 8:00 am – 2:00 pm

Nevada County Airport

Grass Valley Plein Air Festival – Week of September 9-14

Event: All Day

Plein Air Painting and Workshops at Various locations

AGREEMENT: GREATER GRASS VALLEY BUSINESS ALLIANCE

This Agreement (“Agreement”) is entered into effective January 1, 2024 (“Effective Date”) by and between the Greater Grass Valley Chamber of Commerce (“Chamber”), the Grass Valley Downtown Association (“GVDA”) and the Greater Grass Valley Business Alliance (“Alliance”), each a “Party” to this Agreement, under the following circumstances:

- A. The Chamber is a California non-profit corporation operating pursuant to Internal Revenue Code (“IRC”) §501(c)(6) for the benefit of the greater Grass Valley business community;
- B. The GVDA is a California non-profit corporation operating pursuant to IRC §501(c)(4) for the benefit of the businesses within the Business Improvement District encompassing the Grass Valley downtown;
- C. The Alliance is a California non-profit corporation to be formed following execution of this Agreement. It will then apply for IRC §501(c)(6) status.
- D. Since January 2022, the Parties have been operating under a Management Agreement, by which the administration of the GVDA operations and events has been provided by the Executive Director of the Chamber (the “Management Agreement”);
- E. The Chamber and the GVDA have entered into a non-binding Letter of Intent dated as of November 16, 2023, providing for, among other things, the formation and operation of the Alliance;
- F. The Parties wish to formalize their contractual arrangements as provided below.

Now therefore the Parties hereto enter into this Agreement as follows:

1. **Purpose.** The purpose of the Alliance is to combine the resources and talents of the Parties in a manner that will promote the interests of both while achieving efficiencies of management and economies of combined operational overhead, and at the same time preserving the individual identities of each Party—all for the betterment of the City of Grass Valley, the members of each Party, and the greater area business community.

2. **Term.** This Agreement will have a term of 3 years, and will automatically renew for additional terms of 3 years, unless one of the Parties gives

notice to the other no less than 12 months before the end of any term that it wishes to end the arrangement.

3. **Executive Director.** The Executive Director of the Chamber (the “ED”) will be the CEO of the Alliance and will manage the operations of the GVDA in the same manner as under the Management Agreement. Until the Alliance obtains IRC §501(c)(6) status from the IRS, the ED will be an employee of the Chamber, but will be paid from the “Combined Account” shown on Exhibit A. At such time as the Alliance obtains IRC §501(c)(6) status, the ED and staff of the Parties will become employees of the Alliance, which will assume the employment contract of the ED, as well as all general overhead obligations of the Parties. The ED will be the initial organizer of the Alliance and will oversee the Alliance’s application for IRC §501(c)(6) status with the IRS.

4. **Accounts and Committees.** Attached hereto as Exhibit A is an organizational chart showing the initial bank account and committee structure of the Chamber and GVDA. This structure is subject to change by amendment, as provided in Par. 6.F. hereof. The accounts shown on Exhibit A have the following features:

- A. The BID funds collected and distributed by the City of Grass Valley will be used solely to defray the costs of conducting activities in the downtown allowed under the BID ordinance. A separate account will hold funds until used for said purposes.
- B. A separate account will be designated by the Chamber for the income and expenses of the Destination Magazine published by the Chamber, which account will retain revenues generated by the magazine, to be held as a reserve account for future magazine needs.
- C. With respect to the “Combined Account” shown on Exhibit A:
 - (i) all income derived from Chamber memberships and all net income derived from events (currently planned events are listed on Exhibit B hereto) done by either Party will be deposited in this account;
 - (ii) except with respect to the accounts for the BID and Destination Magazine funds, which shall remain segregated, the funds in the Combined Account will be used to pay for operating expenses of all Parties, including, but not limited to: all payroll (including Executive Director salary), rent, insurance, and other expenses of the combined operations of the Parties;
 - (iii) no later than January 1, 2024, this account will be ‘seeded’ with \$10,000 from each Party to cover their combined

- operating expenses until operations of the Parties generate sufficient cash flow to fund operations; provided, in the event it is determined at any time by the Chamber Finance Committee that additional funds are needed in the Combined Account, each Party will contribute 50% of needed amounts;
- (iv) all net income in this account will be held as a reserve against future needs of either Party or the Alliance; provided, at the end of each calendar year, 10% of the 'net profits' generated through this account will be distributed to each of the Chamber and GVDA as strategic reserves. At such time as the Alliance receives IRC §501(c)(6) status, it will also receive 10% of the annual 'net profits' generated through this account to be held as a reserve.
 - (v) Any dispute or controversy concerning income or expense of the Combined Account will be resolved by the Alliance Board.
 - (vi) On termination of this Agreement and the relationships provided for herein, the funds remaining in the Combined Account, after payment of expenses, will be distributed equally to the Chamber and GVDA.
- D. The Chamber and GVDA each maintain separate 'reserve accounts' and other accounts shown on Exhibit A, the proceeds of which remain the sole property of each Party.
- E. The ED will control expenditures from all accounts held by both Parties, including the BID account, the Destination Magazine account and the Combined Account; provided for any withdrawal over \$500, in addition to the ED's, a signature of one additional designated signator shall be required.
- F. The Arletta Douglas account also remains separate and the GVDA controls the use of those funds as intended.

5. **Organization of the Alliance.** The Alliance will be organized and operated as follows:

- A. Following the execution of this Agreement, the Parties will cooperate to form the Alliance as a California non-profit corporation and to obtain IRC §501(c)(6) status. In the event that such status cannot be obtained, the Parties agree to negotiate in good faith to establish a working relationship that is as close as possible to the structure provided for in this Agreement.

- B. The expenses of the organizational process and any incidental expenses of the Alliance will be paid from the “Combined Account.”
- C. Initially, the Alliance will have a Board of Directors consisting of 3 members designated by the Chamber and 2 members designated by the GVDA. However, the Chamber Board agrees that within the first 3-year term of this Agreement it will work toward an amendment to this Agreement providing for equal Board representation on the Alliance for the GVDA, and a mutually acceptable outside person as a ‘tie-breaking’ Board member in the event of a deadlock.

6. Internal Governance. The Chamber and GVDA will continue to operate as independent organizations, subject to the requirements of this Agreement. Each organization will review and amend, as necessary, its by-laws and any contractual arrangements to be consistent with this Agreement. The Chamber will designate 3 of its members to be appointed to the GVDA Board of Directors and the GVDA will designate 3 of its members to be appointed to the Chamber Board of Directors. Designated members will have full voting powers.

7. Miscellaneous Provisions:

- A. **Further Cooperation.** The Parties understand that going forward there are matters not addressed in this Agreement which are either beyond their control or unanticipated due to the forward-looking aspect of their arrangement (e.g., 501(c)(6) status issues raised by the IRS, new events that are planned, or other changes of circumstance, etc.) and therefore they agree that in the event they need to address such issues they will negotiate these matters in good faith in an effort to accomplish the purposes inherent in the arrangement provided for herein.
- B. **Dispute Resolution: Mediation and Arbitration.** Any dispute, claim or controversy arising from or related to this Agreement shall be resolved: first, by participation in mediation by a mutually acceptable mediator; and second, if mediation is unsuccessful, by submission to binding arbitration under the auspices and according to the rules of the American Arbitration Association (“AAA”), or such other arbitrator as the Parties may agree upon. The Parties acknowledge that they are thereby giving up all right to trial by a court or a jury and to any appeal from an arbitrator’s decision. The Parties shall each bear their own attorney fees and costs of arbitration. The

arbitration shall be conducted in Nevada County, California, or if the arbitrator selected is unable to conduct the proceedings in such county, then in the California county closest to Nevada County in which the arbitrator is able conduct the proceeding. Any arbitration award shall be enforceable in Nevada County Superior Court and shall not be appealable.

C. **Entire Agreement.** This Agreement, with exhibits, constitutes the entire understanding and agreement between the Parties with respect to the transactions contemplated and supersedes any and all prior or contemporaneous oral or written representations, understandings, agreements or communications between the Parties concerning the subject matter hereof. No Party is relying upon any representation, assurance, or inducement not expressly set forth herein.

D. **Waiver.** No waiver of any provision of this Agreement or any rights or obligations of any Party hereunder shall be effective, except pursuant to a written instrument signed by the Party waiving compliance, and any such waiver shall be effective only in the specific instance and for the specific purpose stated in such writing. No waiver by any Party of a breach by another Party shall be deemed a waiver of any other or subsequent breach by such Party.

E. **Amendments and Severability.** This Agreement may be modified from time to time by a written instrument signed by the Parties (an "Amendment"). The terms of any Amendment will be subject to all the other terms of this Agreement unless otherwise stipulated in the Amendment. In the event that any provision of this Agreement should be found by a court or tribunal of competent jurisdiction to be invalid, illegal or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions contained will not, in any way, be affected or impaired thereby.

F. **Independent Contractors.** The Parties to this Agreement are independent contractors. No Party is an agent, representative, or partner of the other Party. No Party shall have any right, power, or authority to enter into any agreement for or on behalf of, or incur any obligation or liability of, or to otherwise bind, the other Party, except to the extent that the ED is managing such Party and is therefore empowered to act for more than one Party. Each Party shall bear its own costs and expenses in performing this Agreement, except to the extent provided for herein (i.e., insofar as the provisions concerning the Combined Account provide for joint cost and expense sharing).

G. **Construction.** Each Party has engaged in the negotiation and preparation of this Agreement and/or has had the opportunity to have this Agreement reviewed by independent counsel of its choosing. Therefore, any dispute or controversy over the meaning or construction of any provision of this Agreement shall not be resolved against any Party as the drafter of the Agreement.

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H. **Notices.** All notices that either Party is required or may desire to serve upon another Party shall be in writing and addressed to each of the other Parties at their respective email addresses and will be effective upon receipt.

AGREED:

CHAMBER:

By: Robert Medlyn
Bob Medlyn, Board Authorized Representative

By: Jay Strauss
Jay Strauss, Board Authorized Representative

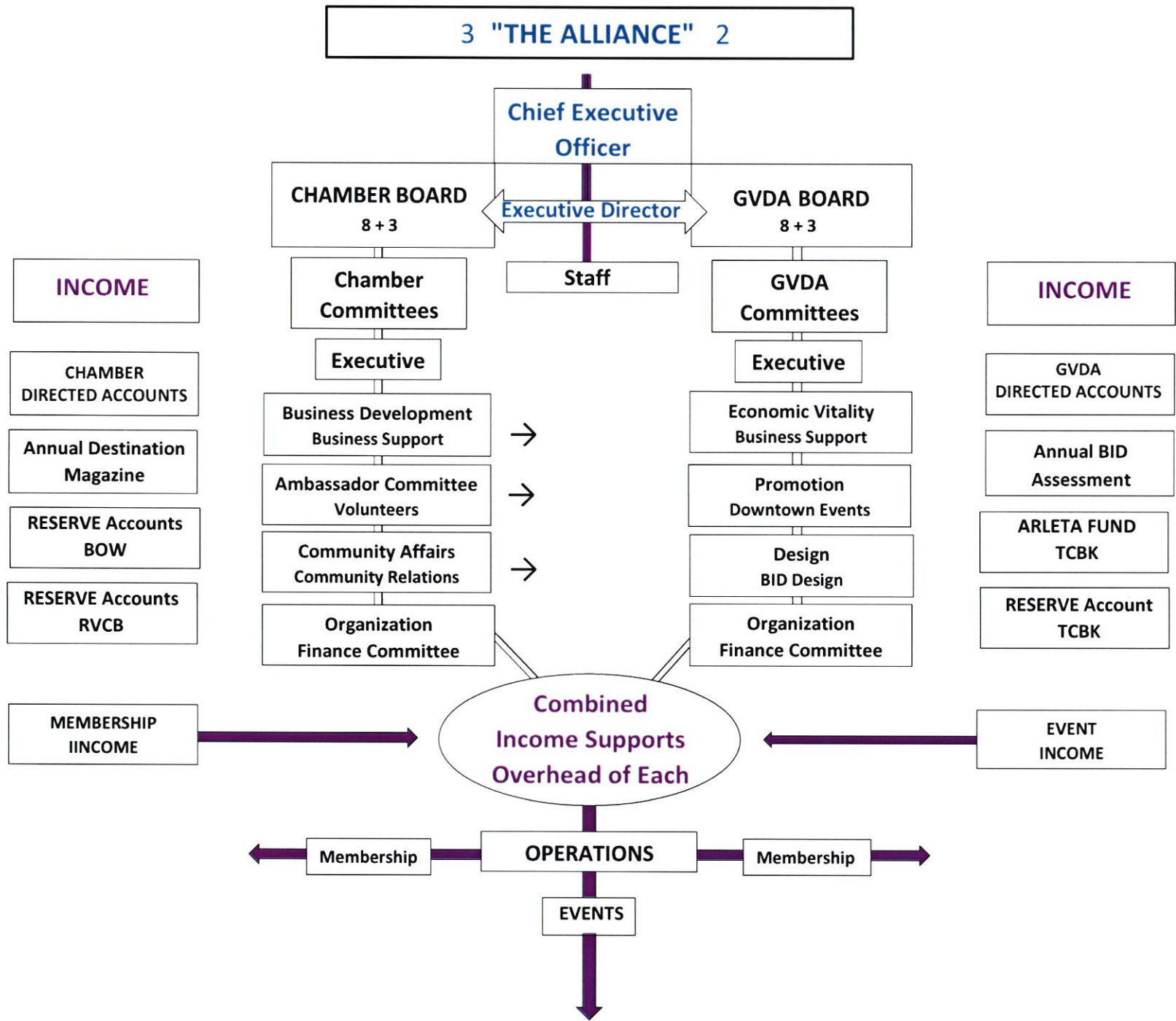
GVDA:

By: Lillie Robertson
Lillie Robertson, Board Authorized Representative

By: Joy Porter
Joy Porter, Board Authorized Representative

ALLIANCE:

By: Robin Galvan-Davies
Robin Galvan-Davies, Designated Organizer





GRASS VALLEY

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

Tuesday, January 09, 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

MINUTES

CALL TO ORDER

Meeting called to order at 7:02 pm.

PLEDGE OF ALLEGIANCE

Mayor Arbuckle led the pledge of allegiance.

ROLL CALL

PRESENT

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

AGENDA APPROVAL -

Motion to remove item #6, HSIP Pedestrian Crossing Improvement Project - Award Contract, and approve agenda by Councilmember Branstrom, Seconded by Vice Mayor Hodge.

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

REPORT OUT OF CLOSED SESSION

No closed session.

INTRODUCTIONS AND PRESENTATIONS

1. Gold Country Soccer League Presentation
2. Measure E Chair Update

Lisa Swarthout, Measure E Chair, gave update to the Council.

PUBLIC COMMENT -

Virtual public comments attached.

In person public comments: Robin Davis, Liby, Amila, Unknown Individual, Laura, Kiana, William Atwell, Tara Murino, Wren, Elizabeth Pain, Kala Venlinca, Mikos Fankason, Zach,

Layla, Unknown Individual, Ralph Renick, Novell, Jessie Saven, Ian, Charlie, Jeffery Donsman, Zahar, Matthew Marnies, Uborra, Yasmin

CONSENT ITEMS -

Motion made to approve consent as submitted with the removal of item #6 by Councilmember Caravelli, Seconded by Councilmember Branstrom.

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

3. Approval of the Regular Meeting Minutes of December 12, 2023

Recommendation: Council approve minutes as submitted.

4. Local Emergency Proclamation (Drought Conditions)

CEQA: Not a Project.

Recommendation: Drought Conditions proclamation declaring a Local State of Emergency

5. Local Emergency Proclamation (Winter Storm of February 2023)

CEQA: Not a project

Recommendation: To continue the Winter Storm February 24th, 2023 to March 1st, 2023 proclamation declaring a Local State of Emergency

- ~~6. HSIP Pedestrian Crossing Improvement Project – Award Contract~~

~~**CEQA:** Exempt – Section 15301 “Existing Facilities”~~

~~**Recommendation:** That Council 1) award a contract for the HSIP Pedestrian Crossing Improvement Project to Consolidated Engineering Inc, 2) authorize the Mayor to execute a construction contract, subject to legal review 3) authorize the City Engineer to approve construction change orders for up to 10% of the contract amount, and 4) authorize the Finance Director to execute a budget transfer of \$80,000 in Measure E funds to fully fund the project~~

7. Condon Park Parking Lot Improvement Project

CEQA: Exempt - Section 15301 “Existing Facilities”

Recommendation: Authorize staff to execute a contract with Hansen Bros Enterprises for the Condon Park Parking Lot Improvement Project, subject to legal review.

8. Wolf Creek Trail Project - Professional Services Agreement Amendment

CEQA: N/A - Not a Project

Recommendation: That Council 1) authorize the City Engineer to execute a contract amendment with Surf 2 Snow Environmental Resource Management in the amount of \$60,000

9. Changing Planning Commission Meeting Times

CEQA: N/A - Not a Project

Recommendation: That Council adopt Resolution No. 2024-01 changing the regular meetings of the Planning Commission to 6:00 p.m. on the third Tuesday of each calendar month beginning February 1, 2024.

10. Recognized Obligation Payment Schedule (ROPS 24-25) for July 2024 through June 2025

CEQA: Not a Project

Recommendation: It is recommended that the Successor Agency adopt Resolution No. SA 2024-01 approving the Recognized Obligation Payment Schedule (ROPS 24-25) for the time period July 1, 2024 through June 30, 2025

11. Amended Memorandum of Understanding with the Nevada County Professional Firefighters, IAFF Local 3800 for the Employment Classifications in the City's Employees Unit #8 for the Period July 1, 2023 - June 30, 2024

CEQA: Not a Project

Recommendation: That Council 1) review the Labor Memorandum of Understanding for a twelve-month period beginning July 1, 2023, through June 30, 2024, between the City of Grass Valley and the Nevada County Professional Firefighters, IAFF Local 3800 for the Employment Classifications in the City's Employees Unit #8; 2) adopt Resolution No. 2024-02 approving Labor Memorandum of Understanding; and 3) and authorizes the City Manager to execute the Labor Memorandum of Understanding subject to legal review.

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

REORGANIZATION RELATED ITEMS

PUBLIC HEARING

ADMINISTRATIVE

12. Ophir and Bennet Circulation Improvements - Project Introduction

CEQA: N/A - Administrative Discussion

Recommendation Motion: That Council: 1) receive a presentation on proposed roadway circulation improvements on Ophir and Bennett Streets, and 2) provide direction to staff whether to proceed with further outreach and implementation work.

Bjorn Jones, City Engineer, gave presentation to the council. Vice Mayor Hodge and Councilmember Caravelli recused themselves from the discussion because of owning property within the area. Council discussed the traffic at Colfax and Hansen, a stop sign at the top of Ophir, right turn lane onto Ophir,

Public Comment: Robin Galvin-Davis, Lisa Swarthout, David

Virtual Public Comment are attached.

Council gave direction to proceed with further outreach.

13. Potential Hazard Trees between Police Department and City Hall Parking Lot

CEQA: Not a Project

Recommendation: That the City Council provide direction to staff on the potential removal of three large redwood trees in the City Hall Parking Lot.

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

Public comment: Elizabeth, Robin Galvin-Davis

Council discussed if taken down the trees making carvings related to the community, and then replanting trees somewhere in the community. Council gave direction to staff to put a call out for artist to carve the tree and to put together a proposed landscaping plan.

14. Approve a Memorandum of Understanding (MOU) between the County of Nevada, the City of Nevada City, and the City of Grass Valley for collaboration with animal shelter development and services.

CEQA: Not a Project.

Recommendation: That Council 1) review and approve the attached Memorandum of Understanding for collaboration with animal shelter development and services; and 2) authorize the Mayor to execute the MOU subject to legal review.

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

Public comment: Robin Galvin-Davis, unknown

Motion made to 1) review and approve the attached Memorandum of Understanding for collaboration with animal shelter development and services; and 2) authorize the Mayor to execute the MOU subject to legal review by Councilmember Caravelli, Seconded by Vice Mayor Hodge.

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

BRIEF REPORTS BY COUNCIL MEMBERS

Councilmember Caravelli attended ERC Executive meeting, the final Corish Christmas, the Caring and Sharing event, the Mayors and Managers breakfast, the ERC Meeting, and she will be absent for the first meeting in February. Councilmember Branstrom attended the ERC Meeting, Cornish Christmas, had dinner downtown with family friends who visited downtown with all of the decorations. Councilmember Ivy wants to remind everyone that Pioneer Energy is beginning this year and you will see changes on your PG&E bills. Vice Mayor Hodge was taking care of her Father and Step mom over the holidays, and wants to thank the public for their comments. Mayor Arbuckle wanted to announce that there will not be Monday with the Mayor on the agenda, but instead will be having it with the City manager and Police Chief on the 22nd, and to be on the look out for some changes on the agenda in the upcoming future.

ADJOURN

Meeting Adjourned at 8:58 pm

Jan Arbuckle, Mayor

Taylor Day, City Clerk

Adopted on: _____

Taylor Day

From: [REDACTED]
Sent: Tuesday, January 9, 2024 4:58 PM
To: Public Comments
Subject: ceasefire resolution on next agenda

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Greetings, members of the council. My name is Salem Peterson and I am a resident of Grass Valley. I am writing this evening to urge you to put a ceasefire resolution on the next council agenda. I believe that this can be done while simultaneously standing against antisemitism in our community. Palestinian liberation and the safety of our Jewish community are not mutually exclusive - do not be misinformed or confused. Similar resolutions are passing in other towns and cities (SF just passed one!) and are a testament to the importance of local governments to stand up when the federal government is not. No more tax dollars for Israel.

Thank you,
Salem

Taylor Day

From: [REDACTED]
Sent: Tuesday, January 9, 2024 4:30 PM
To: Public Comments
Subject: Public comment on a Ceasefire resolution

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Members of the Grass Valley City Council,

I am writing to make a public comment regarding the city of Grass Valley bringing forth a resolution for a permanent ceasefire in Gaza. As we enter the fifth month of the destruction of Gaza, we as a nation must step forward and demand an end to the destruction and the killing of Palestinians. The civilian punishment in Gaza has reached unheard-of levels.

If the city of Grass Valley passed such a resolution, it would place the city in the annals of history as a place that spoke up against genocide (especially important coming from a region that has its past in the genocide and ethnic cleansing of indigenous populations).

Call for a permanent ceasefire in Gaza. Let the Palestinians live.

Thank you for your time,
Jon Hioki

Taylor Day

From: [REDACTED]
Sent: Tuesday, January 9, 2024 4:08 PM
To: Public Comments
Subject: Meeting

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My name is zsa'lai (zah*lay) and I stand with those amplifying the voices of the Palestinian people calling for an immediate ceasefire, an end to US support of this genocide (and our on-going historic perpetration of white supremacy and genocide) and to make a public decree of support for the Palestinian people. I strongly urge you to put this on the agenda. Our community is asking for it. The majority of this country are calling for it. The overwhelming majority of the world are calling for it. The blood of Palestinian martyrs cry out for it.

Taylor Day

From: [REDACTED]
Sent: Monday, January 8, 2024 7:47 PM
To: Public Comments
Cc: [REDACTED]
Subject: Objection to Ophir Street Barricade

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Honorable Council Members,

This email pertains to administrative agenda item number 12 on your Council agenda for January 9, 2024. My wife and I are writing to express our support for leaving traffic patterns on Ophir Street as they currently exist.

We live in the Peardale area of the County and have family on Stennett Street near Ophir Street. As a result, we have used the northbound Ophir Street route continuously, many times over the last 60 years to get from Colfax Avenue to Bennett Street and then to various downtown destinations, including the northbound freeway on-ramp, the post office, Robinson Gas, Richardson Street, and East Main Street.

We observe that this route works well with traffic flowing freely at reasonable speeds. We don't see anything broken here that needs to be fixed. Bennett Street has been a major arterial to and from downtown since the days of the narrow gauge railroad and it needs to remain as such.

Northbound Ophir Street provides an important route for Durham Transportation school buses, keeping many bus trips away from other parts of the residential areas on Bennett Street. It is difficult to see how this bus access would work well any other way. This change would mean that all traffic wanting to access East Bennett Road would have to use the whole of Bennett Street to get there.

Closing northbound Ophir Street would direct traffic to tiny Henderson Street, so I suppose it would have to be barricaded too. We simply don't see the need to upset historic traffic patterns.

In summary, we see the potential for many obvious and unintended adverse consequences if this barricade were to be implemented. If you think the phone is ringing too much at public works now, this change would increase complaints greatly.

Thank you sincerely for your fair consideration of our viewpoint.

Respectfully submitted,

Andy and Kathy Cassano
14840 Orzalli Road
Grass Valley, CA 95945

Taylor Day

From: [REDACTED]
Sent: Monday, January 8, 2024 3:55 PM
To: Public Comments
Subject: Comment for tonight's meeting

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Dear Grass Valley City Council,

I moved to Grass Valley back in 1975 and lived there for twenty years. I have since moved to Placer County but still have my doctor, my dentist, and several services as well as shopping in your beautiful town.

As a compassionate human being, I am compelled to request that you take a humanitarian step and bring a resolution regarding the terrible war in Gaza.

Following the horrific massacre of Israelis, an even worse reaction by Israel has created an ongoing Humanitarian catastrophe with over 22,000 dead not counting thousands of bodies still buried beneath the rubble; over 8,000 innocent children; 114 journalists; 340 health care workers and more United Nations representatives than any other conflict in history. 70% of the dead are innocent women and children.

All of us, as American citizens, share Responsibility for this carnage, because our tax dollars are supplying the missiles that are literally murdering innocent women and children. Please put forward a resolution calling for an immediate ceasefire, an end to military aid, Increased increased and adequate humanitarian aid, And let us unite against the genocide that these war crimes are creating.

We are all in this together and we all want peace for all the innocent people in the Holy Land just like we want peace and happiness for all of our citizens here . Thank you for your time and attention to this crucially important matter.
Sincerely, Dianna Suarez

Sent from my Galaxy

Taylor Day

From: [REDACTED]
Sent: Monday, January 8, 2024 3:29 PM
To: Public Comments
Subject: Fwd: statement

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Begin forwarded message:

From: [REDACTED]
Date: January 8, 2024 at 3:26:59 PM PST
To: [REDACTED]
Subject: statement

Hello, my name is Ariana Szymanski and I am a Nevada County resident supporting this local ceasefire resolution.

I believe that it is important within our community to stand up for what is right. It's not right that US tax dollars are funding this genocide in Palestine.

As an artist, I think of the other artists, mothers, children, journalist, etc. whose dreams have been taken from them.

"On this earth there is that which deserves life." - Mahmoud Darwish

Let's end this genocide and think of all the precious lives that have already been taken. I call for this council to put this ceasefire resolution on the agenda of your next meeting. Many lives rely on it and it is your duty as representatives to act now.

Taylor Day

From: [REDACTED]
Sent: Monday, January 8, 2024 7:58 AM
To: Public Comments
Subject: Call for Ceasefire Resolution

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Hello Council Members,

My name is Tammy Gregerson. I am a resident of the City of Grass Valley and have lived in Nevada County for over 40 years. I am unable to make the January 9th meeting, so I am emailing to urge you to add a ceasefire resolution to the agenda of the next City Council meeting.

Thank you,
Tammy

Taylor Day

From: [REDACTED]
Sent: Sunday, January 7, 2024 5:26 PM
To: Public Comments
Subject: Adding discussion of Ceasefire Resolution

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Dear City Council,

I am writing as a concerned Nevada County resident asking that the ceasefire resolution be put on the next city council agenda for the meeting on January 10th so we can discuss our concerns locally and join with other cities in this humanitarian cause. Thank you in advance for your time and dedication to this community, and the issues that we care about.

Thank you,
Peter Kraft

Sent from [Mail](#) for Windows

Taylor Day

From: [REDACTED]
Sent: Sunday, January 7, 2024 4:57 PM
To: Public Comments
Subject: Ceasefire Resolution

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

Dear City Council,

I am writing as a concerned Nevada County resident asking that the ceasefire resolution be put on the next city council agenda for the meeting on January 10th so we can discuss our concerns locally and join with other cities in this humanitarian cause. Thank you in advance for your time and dedication to this community, and the issues that we care about.

Thank you,
Shelley Kraft

Taylor Day

From: [REDACTED]
Sent: Friday, January 5, 2024 12:01 PM
To: Public Comments
Subject: City Council meeting Jan 9th

Follow Up Flag: Follow up
Flag Status: Completed

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Hello GV City Council,

I am writing as a concerned Nevada County resident asking that the ceasefire resolution be put on the next city council agenda for the meeting on January 9th. Thank you in advance for your time and dedication to this community, and the issues that we care about.

Kiana

Taylor Day

From: WIRELESS CALLER - Voicemail box 8880 <noreply@voicemail.goto.com>
Sent: Tuesday, January 9, 2024 7:53 PM
To: Public Comments
Subject: Voicemail from [REDACTED] on Jan 9 2024 7:50 PM
Attachments: 1704858637-00007d7a.mp3

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New voicemail message

Time: Tuesday, January 9 2024 7:50 PM

From: [REDACTED]

Duration: 55 seconds

Voicemail box: 8880

Transcript: Yes, Matthew Coulter, Calling about the Fourth Street Intersection, Colfax Avenue. I think all the council member should stand that intersection for five minutes and just see what goes on. And the pictures that are being presented in the presentation are incorrect, because those are all aerial pictures that were done before. It was repaired and sidewalk was put in, and the bridge over the creek, widened their bed. And the crosswalk is up the hill farther, which is even more dangerous than it was before. So you really, really need to see what's going on there, because this whole one way thing is just going to push everyone on the Oprah Street in Oak Street, and threw Memorial Park. It not going to work. Thanks a lot.

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Taylor Day

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Sent: Tuesday, January 9, 2024 7:33 PM
To: Public Comments
Subject: Voicemail from [REDACTED] on Jan 9 2024 7:26 PM
Attachments: 1704857201-00007d75.mp3

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New voicemail message

Time: Tuesday, January 9 2024 7:26 PM
From: [REDACTED]
Duration: 4 minutes 39 seconds
Voicemail box: 8880

Transcript: Hello, good evening. My name is David Grill, and I've been a resident of Lake Nevada County over a decade. I have children here. You I, I want to address the Council around the motion being asked around the Cease Fire. And I would like to first of all say that I would like a ceasefire, 100%, but with some conditions. And those conditions are that all hostages are returned that must actually ceases fire. And the velocity is fire and that the hum stops using their own people as human shields. I care about the Palestinian people. I have friends who are Palestinian people. I care for their lives greatly in for their freedoms. LGBTQ is not an option, women's, right, there's not a thing, the list goes on around how comma itself is abusing their own people. As to the Council itself, having these discussions and spending all its time, every Council meeting for the past month or so, around this topic, rather than our

own community. I urge you to make a motion, take this item off the table. With that being said, I would like to ask for an item to be added to the discussions, and that is the rise of anti semitism in the County. And this is not some kind of you hypothetical thing. I myself am a musician and I was personally. Attack basically by one of the members of Peace and Justice of Nevada County. one of the members who spoke and stood in front of you, one of the number is, who hasn't been making a lot of efforts to speak for the Palestinian people, but actually has done nothing to benefit their lives, but rather arm hours here, I was playing music outside the Briar Patch. Upon seeing me shouted at me that I'm a Zionist and proceeded to go home to come back with another, use a megaphone signs, masks and start shouting at me while I'm playing, in front of the briar patch. All this without actually knowingly, other than the fact that I, I had come to the Nevada County Council, express my, My concerns, though, Miss her last name, is real. It is happening. There are more accounts that are not my personal one. I'm sharing my, but it is a real thing that's happening. And its people summer, well attended and summer intended. And just right in the waves. Though I think that we should really to refocus, what is it that we want to bring into our county? Because right now, this is only grading issues. I hope that you're wise enough to see beyond the policy. And to understand that us, in our little town, comma to some kind of resolution around international policies, is not really the way to make our lives better. Unfortunately, the way to make our lives better, and by showing an example of how we hear as a community, we respect one another, How we move forward that way, to create reports into the world, rather than bring the problems of the world into our community. Thank you very much, and I hope you have a beautiful evening.

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Taylor Day

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Sent: Tuesday, January 9, 2024 6:00 PM
To: Public Comments
Subject: Voicemail from [REDACTED] on Jan 9 2024 5:56 PM
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New voicemail message

Time: Tuesday, January 9 2024 5:56 PM

From: [REDACTED]

Duration: 1 minute 12 seconds

Voicemail box: 8880

Transcript:

Hello, my name is Joe Lena Smith. I'm a resident of Grass Valley. ... and I am calling to add to the public comment tonight, in agreement with you calling for a ceasefire. Please consider signing an agreement And if you're not ready to put it on the agenda as an action item, I recommend that you add it to the next meeting as a discussion item. I believe this only takes one Council number to do so. So I urge one of you, even, just one of you, to add it as a discussion item. Take the first step in making a stand for this and open it up so that we can have a discussion between our Council members of the public 80% of Democrats ... for a ceasefire. And I can't remember the number of Republicans and Independents, but it is over 50%. So that is in the

majority, the vast country once this. And I'd love for you to make a stand enjoying other cities in making a request for a ceasefire. Thank you.

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Taylor Day

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Sent: Tuesday, January 9, 2024 5:06 PM
To: Public Comments
Subject: Voicemail from [REDACTED] on Jan 9 2024 5:02 PM
Attachments: 1704848562-00007d35.mp3

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New voicemail message

Time: Tuesday, January 9 2024 5:02 PM
From: [REDACTED]
Duration: 1 minute 28 seconds
Voicemail box: 8880

Transcript: Hello, my name is Jonah plot. I'm a resident of Grass Valley. I'm calling in support of resolution calling for a ceasefire and Gaza. Sherwin this is being shared. It says beginning of the end of the meeting, But I will say that in the past meetings that I've witnessed, there was a lot of contention and issues with people assuming that we're being anti semitic and asking for a cease fire that is not the case. And fact, the wording should be included within the resolution that we are against. Racism, an anti semitism, and our community, and I am asking you, all the council members that you take responsibility for this discussion that we're bringing to you. We are not council number is we are not able to put this to a vote. We are not able to draft a resolution habit, you know, set in front of you to be discussed. We're bringing this issue and I find it somewhat disrespectful that it hasn't been followed through on a resolution,

and a discussion point hasn't been put on the agenda, and I'm hoping that is what you're doing before the end of this meeting. Thank you.

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

Title: Local Emergency Proclamation (Winter Storm of February 2023)

CEQA: Not a project

Recommendation: To continue the Winter Storm February 24th, 2023 to March 1st, 2023 proclamation declaring a Local State of Emergency

Prepared by: Timothy M. Kiser, City Manager

Council Meeting Date: 1/23/2024

Date Prepared: 1/18/2024

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 February 24th, 2023 to March 1st, 2023 which cut power, downed trees, blocked roads and created other hazards to health and human safety commencing 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.

On March 2nd, Tim Kiser, the Emergency Services Director, proclaimed an existence of a local emergency. On March 8th, 2023, at a special City Council Meeting council adopted Resolution 2023-07 confirming the Emergency Services Director's proclamation of a local emergency.

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 City will be requesting reimbursement for repair costs from the California Office of Emergency Services. If approved, costs would be reimbursable around 75% and sufficient General Funds exist to cover any shortfall.

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)

CEQA: Not a Project.

Recommendation: Drought Conditions proclamation declaring a Local State of Emergency

Prepared by: Timothy M. Kiser, City Manager

Council Meeting Date: 1/23/2024

Date Prepared: 1/18/2024

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 be 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: HSIP Pedestrian Crossing Improvement Project - Award Contract

CEQA: Categorically Exempt - Section 15301 “Existing Facilities”

Recommendation: That Council 1) award a contract for the Highway Safety Improvement Program (HSIP) Pedestrian Crossing Improvement Project to Consolidated Engineering Inc, 2) authorize the Mayor to execute a construction contract, subject to legal review 3) authorize the City Engineer to approve construction change orders for up to 10% of the contract amount, and 4) authorize the Finance Director to execute a budget transfer of \$80,000 in Measure E funds to fully fund the project.

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

Council Meeting Date: 1/23/2024

Date Prepared: 1/18/2024

Agenda: Consent

Background Information: The HSIP Pedestrian Crossings Improvement Project includes the installation of pedestrian safety improvements (rapid flashing beacons, new signage and striping) and the construction of crossing enhancements including curb ramps and raised crosswalks at various locations around town. Specifically, high use areas near schools were targeted for improvement, as well as intersections with a history of requests for pedestrian improvements, including: crossing enhancements at W Main and Gilmore Way and other intersections near Lyman Gilmore School; a raised crosswalk at Ridge Rd and Ventana Sierra Dr and other safety improvements in the vicinity of Nevada Union High School; a raised crosswalk at Race and Lucas St; crossing enhancements at Colfax and Oak St, among other locations.

Bids were opened on December 7, 2024, and four bids were received. A bid summary is attached. Staff reviewed the low bid of \$347,165.00 submitted by Consolidated Engineering Inc. and determined the bid to be complete and responsible.

The project was originally budgeted at \$300,000 in the Capital Improvement Program, including a \$250,000 Highway Safety Improvement Program grant and \$50,000 in Measure E funds. Now that expected contract costs are established, a budget transfer of \$80,000 in available Measure E funds would fully fund the project.

Staff recommends that Council award the construction contract to Consolidated Engineering Inc., in the amount of \$347,165.00 and authorize the City Engineer to approve construction change orders up to 10% of the contract amount. Authorization of

a budget transfer of \$80,000 in Measure E funds would fully fund the project.

Council Goals/Objectives: The HSIP Pedestrian Crossings Improvement Project executes portions of work tasks towards achieving/maintaining Strategic Plan Goal - City Infrastructure Investment

Fiscal Impact: The HSIP Pedestrian Crossings Improvement Project was budgeted at \$300,000 in the 23/24 FY CIP Budget including a \$250,000 Highway Safety Improvement Program grant and \$50,000 in Measure E funds. With the requested budget transfer of \$80,000 of Measure E funds, the project would be fully funded.

Funds Available: Yes

Account #: 300-406-66006

Reviewed by: ____ City Manager

**HSIP PEDESTRIAN CROSSINGS IMPROVEMENT PROJECT
PROJECT #21-05
BID SUMMARY**

Date: 12/7/2023; 3:30 p.m.

Engineer's Estimate: \$320,000

BIDDER	DATE/TIME REC'VD	AMOUNT
Consolidated Engineering Inc	12/7/2023 3:11 PM	\$347,165.00*
Central Valley Engineering & Asphalt	12/7/2023 3:22 PM	\$350,217.50
McGuire Pacific Constructors	12/7/2023 2:43 PM	\$ 387,848.00
B&M Builders Inc	12/7/2023 3:21 PM	\$ 366,100.00

*** Apparent Low Bidder**



City of Grass Valley City Council Agenda Action Sheet

Title: 2024 Annual Measure E Street Rehabilitation 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: 1/23/2024

Date Prepared: 1/17/2024

Agenda: Consent

Background Information: The 2024 Annual Measure E Street Rehabilitation Project involves the 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, markings, curb ramp and drainage improvements.

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 2024 Annual Measure E Street Rehabilitation Project are available for review in the Engineering Division office at City Hall. The total project cost is estimated at \$850,000.

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

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



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

Title: Resolution authorizing the submittal of applications for recycling related payment programs and authorizing the City Manager to execute all documents to secure these funds.

CEQA: Not a project

Recommendation: Adopt resolution No. 2024-03, which includes the following action:

1) Authorizes the City Manager to submit applications to CalRecycle for any and all eligible payment programs.

Prepared by: Zac Quentmeyer, Deputy Public Works Director

Council Meeting Date: January 23, 2024

Date Prepared: January 18, 2023

Agenda: Consent

Background Information Since 2004, the City has received annual \$5,000 grants from CalRecycle. In the past the City used these funds to construct trash/recycling enclosures, updating the website, purchase of solar trash/recycling compactors and multiple recycling containers and water filling stations in the City parks, and assisting Waste Management with outreach efforts in the schools.

CalRecycle requires all jurisdictions to adopt a resolution authorizing both the submittal of applications and the appointment of an official to sign all grant documents. Staff recommends the City Manager be the authorized signatory for these grants.

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

Fiscal Impact: Preparation and submission of CalRcecycle applications will be completed by Public Works Department staff with existing staffing resources allocated within the adopted 2023 -2024 budget.

Funds Available: Yes

Account #: N/A

Reviewed by: Tim Kiser, City Manager

Attachments: Resolution 2024-03

RESOLUTION 2024-03

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GRASS VALLEY
AUTHORIZING SUBMITTAL OF APPLICATIONS FOR PAYMENT PROGRAMS AND
RELATED AUTHORIZATIONS**

WHEREAS, pursuant to Public Resources Code sections 48000 et seq., 14581, and 42023.1(g), the Department of Resources Recycling and Recovery (CalRecycle) has established various payment programs to make payments to qualifying jurisdictions; and

WHEREAS, in furtherance of this authority CalRecycle is required to establish procedures governing the administration of the payment programs; and

WHEREAS, CalRecycle’s procedures for administering payment programs require, among other things, an applicant’s governing body to declare by resolution certain authorizations related to the administration of the payment program.

NOW, THEREFORE, BE IT RESOLVED that City of Grass Valley is authorized to submit an application to CalRecycle for any and all payment programs offered; and

BE IT FURTHER RESOLVED that the City Manager, or his/her designee, is hereby authorized as Signature Authority to execute all documents necessary to implement and secure payment; and

BE IT FURTHER RESOLVED that this authorization is effective until rescinded by the Signature Authority or this governing body.

PASSED AND ADOPTED as resolution at a regular meeting of the City Council of the City of Grass Valley held on January 23, 2024, by the following vote:

AYES: Council Members:

NOES: Council Members:

ABSENT: Council Members:

ABSTAINING: Council Members:

By: _____
Jan Arbuckle, Mayor

Attest: _____
Taylor Day, City Clerk

Approved as to form: _____
Michael G. Colantuono, City Attorney



City of Grass Valley City Council Agenda Action Sheet

Title: Update Job Descriptions for Fire Captain, Fire Engineer, and Firefighter

CEQA: Not a project

Recommendation: That Council approve updated job descriptions for Fire Captain, Fire Engineer, and Firefighter.

Prepared by: Mark Buttron, Fire Chief

Council Meeting Date: 01/23/2024

Date Prepared: 01/15/2024

Agenda: Consent

Background Information: Job descriptions are routinely updated as course work and skills for firefighters change with service needs and increased training requirements. Update includes ability to recruit single role paramedics for attendance to fire academy, updated course requirements and revised requirements for fire academy and paramedic training.

Council Goals/Objectives: Strategic Goal #1 Exceptional Public Safety

Fiscal Impact: None

Funds Available: N/A

Account #: N/A

Reviewed by:

Attachments: Job Descriptions



FIRE CAPTAIN

Department: Fire Department

FSLA Status: Non-exempt

Reports To: Battalion Chief, Division Chief, Fire Chief

Unit: 8 / Classified Full- Time

Adopted: April 26, 2022

Revised: March 2023

SUMMARY OF JOB PURPOSE

Under direction, performs a variety of administration, supervisory, and technical duties involved in planning, coordinating, assigning, directing, and participating in fire suppression, emergency medical service, hazardous material response, rescue, fire prevention and inspection, fire investigation, and related services and activities of an assigned engine company; and ensures that all assigned activities are carried out effectively, efficiently, safely, and according to department guidelines and policies.

SUPERVISION RECEIVED AND EXERCISED

Immediate supervision is provided by the Battalion Chief, Division Chief, or Fire Chief. Under the provisions of a Joint Operations Agreement may be supervised by supervisors from other signatory agencies. The Fire Captain directly supervises subordinates assigned to the fire company, shift, and under the provisions of the Joint Operations Agreement may supervise personnel of other signatory agencies.

ESSENTIAL FUNCTIONS (includes, but not limited to listed tasks)

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

- Plan, coordinate, assign, direct, and participate in fire suppression, emergency medical service, hazardous materials response, rescue, fire prevention and inspection, fire investigation, and related services and activities for an assigned engine company; ensure all assigned activities are carried out effectively, efficiently, safely, and according to department guidelines and policies.
- Respond to and assist in emergency medical process and procedures in Advanced Life Support (ALS) - paramedics only, Limited Advanced Life Support (LALS) -if qualified, or Basic Life Support (BLS) while also assisting ALS care givers.
- Communicates medical information to the hospital; dependent on qualification administers advanced, limited advanced, or basic emergency medical care to the sick and injured;



FIRE CAPTAIN

documents emergency care rendered; all in compliance with applicable local, state, and federal laws and regulations.

- Direct, coordinate, supervise, and review the work plan for assigned personnel; assign work activities and projects; monitor workflow; review and evaluate work products, methods, and procedures; meet with staff to identify and resolve problems.
- Train, motivate, and evaluate assigned personnel; identify the fire training needs of company personnel; provide or coordinate staff training and drills in firefighting methods, techniques, and related subjects; work with employees to correct deficiencies; enforce departmental policies and procedures and recommend disciplinary action, as necessary.
- Respond to alarms involving fire, medical aid, hazardous substances, and rescue work; assume incident command as required and conduct assessment tactics, strategy development, and implementation; supervise, direct, and participate in firefighting duties, equipment and apparatus operations, search and rescue services, rendering first aid and basic life support/ advanced life support, and the control and cleanup of hazardous materials spills and releases.
- Conduct, supervise, and participate in fire cause and origin determinations; determine preliminary origin and cause of fire at emergency scenes; obtain and preserve evidence.
- Conduct, supervise, and participate in fire and life safety inspections; supervise and participate in the routine inspection of commercial, industrial, residential, and other buildings; supervise and participate in fire sprinkler, alarm, and hydrant flow tests; supervise proper maintenance of hydrants in assigned areas.
- Supervise and participate in public education and public relations activities; coordinate public relations activities and interact with various news media; design, develop, supervise, and participate in public education programs; may be required to make presentations to schools, service clubs, or other public gatherings on fire and burn prevention.
- Complete and prepare a variety of forms, reports, and recommendations; prepare emergency scene reports; prepare accident, injury, and exposure reports; review reports submitted by subordinate staff.
- Supervise and participate in the maintenance and testing of department apparatus and equipment; supervise and conduct maintenance and repairs of radios, pagers, and alert monitors; plan and review the maintenance, testing, and repair to self-contained breathing apparatus; supervise and participate in ladder testing and annual pumper and hose tests; evaluate, maintain, and replace personal protective equipment and station uniforms for assigned personnel; maintain medical aid equipment and supplies.



FIRE CAPTAIN

- Direct and participate in fire station buildings and grounds maintenance; direct the cleaning of quarters, equipment, and apparatus.
- Maintain skill levels, new equipment and procedure familiarization, and certifications that are relevant and/or required for assigned responsibilities; attend and participate in professional group meetings; stay abreast of new trends and innovations in the field of fire suppression, fire prevention, emergency medical response, hazardous material response, and technical rescue.
- Provide staff assistance to management staff; participate in the development and implementation of emergency plans; prepare and present staff reports and other correspondence as appropriate and necessary; perform a full range of other departmental administrative duties.
- Serve as liaison for the Fire Department with other divisions, departments, and outside agencies.
- Administer, oversee, and supervise assigned programs and special projects.
- Perform related duties as required.

MINIMUM QUALIFICATIONS

To perform this job successfully, a person must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Knowledge of:

- Operations, services, and activities of an emergency service operation including fire suppression, fire prevention, emergency medical services, disaster preparedness, hazardous materials response, and related services and activities.
- Communicating medical information to the hospital; dependent on qualification administers advanced, limited advanced, or basic emergency medical care to the sick and injured; documents emergency care rendered; all in compliance with applicable local, state, and federal laws and regulations.
- Principles and practices of supervision, training, and performance evaluation. Basic principles and practices of program development and administration.



FIRE CAPTAIN

- Fire science theory, principles, and practices and their application to a wide variety of emergency service operations including fire suppression, fire prevention, and fire investigation.
- Operating characteristics, uses, and maintenance requirements of pump engines, fire apparatus, and other firefighting and emergency medical apparatus and equipment.
- Mechanical and hydraulic principles of fire apparatus.
- Modern and complex principles and practices of firefighting.
- Principles and practices of disaster preparedness, response, and recovery. Methods and techniques of basic life support and rescue.
- Hazardous materials and chemical spill response techniques.
- Principles, methods, and techniques used in confined space and rescue operations.
- Mechanical, chemical, and related characteristics of a wide variety of flammable and explosive materials and objects.
- Principles of combustion and cause of fire.
- Principles of building construction and fire protection systems.
- Geography and street layout of the city and surrounding areas.
- Current safety practices as they relate to equipment and procedures involved in the fire service.
- Pertinent federal, state, and local laws, codes, and regulations.
- Methods and techniques of public relations.
- Mathematical concepts and principles.
- Appropriate safety precautions and procedures.
- Record keeping and basic report preparation principles and practices.



FIRE CAPTAIN

- Basic office procedures and methods including computer equipment and supporting word processing and spreadsheet applications.

EDUCATION AND EXPERIENCE

- Minimum 18 years of age
 - Completion of the 12th grade with Diploma or General Education Degree.
 - California State Fire Marshal Firefighter I certificate, or equivalent, obtained through an Accredited California State Fire Marshal Firefighter Academy. Full time experience in an all-risk fire agency may be substituted for the required completion of the California State Fire Marshall Fire Academy as determined by the City.
 - Five (5) years of full-time paid experience in fire suppression, emergency medical response, and fire prevention experience comparable to that of a Firefighter/Engineer with the City of Grass Valley. *
- OR
- 2 years as an Engineer with testing agency (probation included), or 3 years combined as an Acting Engineer and/or Engineer with testing agency. Placement on a current promotional eligibility list if not currently employed as an Engineer. *

*To participate in promotional ranking process, candidates must have met the minimum qualifications by the final filing date of the examination, unless otherwise noted. Although, based on department needs candidates not meeting the time-in-grade component, but who will meet that requirement within 6 months of the date of the ranking process, will be eligible to participate in the ranking process. Those individuals who successfully pass, but do not meet the time in grade component are considered actors but shall not become active on the ranking list until the experience component is met.

CERTIFICATES, LICENSES, REGISTRATIONS

- Possession of Company Officer Certification pre-2014; or course work for Company Officer 2014 or later completed by time of application. The Company Officer Task book must be completed within one (1) year of hire/promotional date for candidates obtaining Company Officer Certification 2014 or later.
- Valid California Emergency Medical Technician (EMT) certification (or ability to obtain prior to



FIRE CAPTAIN

appointment) and the ability to obtain Expanded scope EMT accreditation provided by the Grass Valley Fire Department. A valid and current California EMT certification and the Expanded Scope EMT must be maintained as a condition of employment.

- **Captain Paramedic-** Valid California Paramedic license, current Pediatric Advanced Life support (PALS) and Advanced Cardiac Life Support (ACLS), and the ability to obtain Sierra Sacramento Valley EMS accreditation within 60 days of hire. A valid and current California Paramedic license, PALS and ACLS, and local accreditation must be maintained as a condition of employment as a Captain Paramedic. A Captain Paramedic may operate as Limited Advanced Life Support (LALS) in lieu of full Advanced Life Support (ALS) if necessary.
- Current CPR certification. A valid and current CPR certification is a condition of employment.
- Valid unrestricted California Driver's License for operations of fire apparatus or a valid unrestricted California Commercial Driver's License. A valid California Driver's License endorsed for operation of fire apparatus, or a valid California Commercial Driver's License must be maintained as a condition of employment.
- ICS-300
- Low Angle Rope Rescue Operations (LARRO) or Rope Rescue Awareness and Rope Rescue Technician or ability to obtain within 12 months of appointment.

LANGUAGE SKILLS

Ability to read, write and communicate in English at a level required for successful job performance.

MATHEMATICAL SKILLS

Ability to use and understand basic mathematical concepts such as: adding, subtracting, multiplying, dividing, simple fractions and percentages.

REASONING ABILITY

Ability to apply common sense understanding to carry out instructions furnished in written, orally or in diagram form; analyze and resolve problems involving circumstances and or events using standardized methods or procedures.

PHYSICAL DEMANDS



FIRE CAPTAIN

- Person must pass a medical examination to verify the ability to physically perform all required duties.
- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.
- The employee must be free from any physical, emotional, or mental condition which might adversely affect the ability to perform essential job duties.
- The employee must have the ability to perform those physical activities required for the execution of essential functions including, but not limited to, regular sitting, walking, standing, performing repetitive motions with hands and wrists such as regular keyboarding. The employee must have the ability to perform normal communications, including in person, two-way radio or on the telephone. The employee must also be able to crouch, kneel, stoop, twist, climb, balance, reach, grasp, push, pull, carry and lift 100 pounds of weight. The employee must be able to work in confined spaces for extended periods of time in all climates and weather.

WORKING ENVIRONMENT

- May require exposure to physical hazards such as fumes, chemical and bodily fluids.
- May require working in adverse environmental conditions such as inclement weather, extreme temperature, dust, noise, dim lighting, confined spaces, and other conditions that may arise while performing essential functions.
- May require the ability to wear an air supply / purifying respirator.
- May be required to work for extended periods without days off.

BACKGROUND

Candidates offered employment will be required to successfully pass a background investigation that may include psychological examination, polygraph examination and in-depth background investigation.

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.

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



ENGINEER

Department: Fire Department

FSLA Status: Non-exempt

Reports To: Captain, Battalion Chief, Div Chief, or Fire Chief

Unit: 8 / Classified Full- Time

Adopted: September 28, 2018

Revised: March 2023

SUMMARY OF JOB PURPOSE

The Fire Engineer is a first line company officer who may be assigned as the lead company officer or the subordinate of a captain while participating in a full range of all-risk emergency and non-emergency activities, including, but not limited to, fire suppression, emergency medical service, hazardous materials response, rescue, fire prevention and inspection programs, fire investigation, fire station maintenance, apparatus and equipment maintenance, training exercises, and related services and activities of an assigned engine company. The Engineer ensures that all assigned activities are carried out effectively, efficiently, safely, and according to department guidelines and policies.

SUPERVISION RECEIVED AND EXERCISED

The Engineer may be assigned as a supervisor of a fire company or a subordinate of a captain and under the provisions of a Joint Operations Agreement may be supervised by supervisors from other signatory agencies or may supervise employees of other signatory agencies. The Engineer may work under the direct supervisor of the Fire Captain, Battalion Chief or designated officer while performing all regular and special duties assigned.

ESSENTIAL FUNCTIONS (includes, but not limited to listed tasks)

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

- Respond to emergency and non-emergency alarms in either a supervisory or subordinate role as part of a team in all phases of fire suppression work; perform rescue, lay, and connect hoses, carry, and climb ladders, operate hose streams, ventilate buildings, overhaul, salvage, and clean-up activities at fire scene.
- Respond to and assist in emergency medical process and procedures in Advanced Life Support (ALS) - paramedics only, Limited Advanced Life Support (LALS) -if qualified, or Basic Life Support (BLS) while also assisting ALS care givers.
- Communicates medical information to the hospital; dependent on qualification administers advanced, limited advanced, or basic emergency medical care to the sick and injured; documents emergency care rendered; all in compliance with applicable local, state, and federal laws and regulations.



ENGINEER

- Respond to and assist in the mitigation of hazardous material, technical rescue, and non-emergency calls for service as necessary in either and supervisory or subordinate role.
- Write, prepare, and file reports, forms, and recommendations such as emergency incident reports, accident reports, injury reports, exposure reports, apparatus maintenance logs, inspection forms, and other fire related information.
- Oversees and participates in the performance of routine daily, weekly, and monthly inspections of the fire apparatus and equipment; maintains readiness of fire apparatus and other automotive equipment; maintain fire station and grounds; perform routine cleaning and minor repairs on apparatus, firefighting equipment, and fire stations as necessary; maintains maintenance and inspection records; informs station captain of repair work needed.
- Drive and operate fire apparatus and other automotive equipment.
- Assist with fire prevention in the performance of periodic Uniform Fire Code inspections of industrial and commercial businesses and places of assembly; assist in the enforcement of the fire prevention codes by following through and documenting violations in need of corrective action.
- Conduct and participate in training exercises; develop skills in fire suppression, medical aid, apparatus operation, physical fitness, and other related areas.
- Conduct and assist with public education activities; station tours, grade school presentations, fire drills, and other community education programs that encourage awareness of emergency services and techniques.
- Knowledgeable in the use of Report Management System to record and document responses and activities.
- Maintain appropriate records, logs, and files of work completed and in-progress; prepare statistical and analytical reports as required.
- Conduct and participate in pre-fire planning activities; stay abreast of new innovations relative to fire prevention.
- Participates in testing and record keeping of a variety of department and city fire equipment including protective clothing, breathing apparatus, fire hose, fire hydrants, and other equipment as necessary.



ENGINEER

- Perform related duties and responsibilities as required.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

MINIMUM QUALIFICATIONS

To perform this job successfully, a person must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required.

Knowledge of:

- Principles and practices of supervision and management.
- Modern principles and practices of fire suppression, hazardous material mitigation, and emergency medical services.
- Functions, characteristics, and proper use and maintenance of firefighting and emergency apparatus, equipment, tools, devices, and facilities.
- Emergency medical process and procedures in Advanced Life Support (ALS) - paramedics only, Limited Advanced Life Support (LALS) -if qualified, or Basic Life Support (BLS).
- Modern principles of fire hydraulics, mechanics, and chemistry as applied to fire suppression.
- Current laws and practices pertaining to fire prevention, public education, and safety.
- Rules, regulations, and operational procedures of the City of Grass Valley and the Grass Valley Fire Department
- Basic computer uses and office processes.
- All risk ICS (Incident Command System).

Ability to:

- Supervise personnel, assess emergency incidents, set priorities, implement an action plan, and request resources following the best practices of the fire service while under potentially adverse and stressful conditions.
- Understand and learn firefighting and emergency medical care knowledge, techniques, and skills from oral, written, and task demonstrated sources.



ENGINEER

- Think clearly and act decisively as a supervisor or subordinate while applying a wide variety of firefighting duties, methods, and procedures including the operation of firefighting apparatus, equipment, and tools.
- Perform physical and strenuous work while functioning effectively for long hours under high stress conditions in adverse environments.
- Maintain oneself in a state of physical and mental readiness appropriate for the physical and strenuous demands of the job.
- Return to work for planned and emergency staffing needs created by department trainings, meetings, planned vacancies, and emergency response.
- Know, understand, and apply city and department rules, laws, ordinances, policies, and procedures.
- Know city and local geography and read and interpret maps and fire preplans if necessary.
- Establish and maintain harmonious and effective working relationships with employees, senior management, outside agencies, and the general public.
- Read and write the English language at a level necessary for efficient performance.
- Understand and follow oral instructions.
- Communicate clearly and effectively in oral and written form.

EDUCATION AND EXPERIENCE

- Minimum 18 years of age
- Completion of the 12th grade with Diploma or General Education Degree.
- California State Fire Marshal Firefighter I certificate, or equivalent, obtained through an Accredited California State Fire Marshal Firefighter Academy. Full time experience in an all-risk fire agency may be substituted for the required completion of the California State Fire Marshall Fire Academy as determined by the City.
- 3 years full-time experience with the testing agency (probation included). *

-OR-

- A combination of 3 years full time experience with the testing agency and an all-risk fire agency comparable to the City of Grass Valley as an Engineer or Firefighter/Driver Operator. *



ENGINEER

*To participate in promotional ranking process', candidates must have met the minimum qualifications by the final filing date of the examination, unless otherwise noted. Although, based on department needs candidates not meeting the time in grade component, but who will meet that requirement within 6 months of the date of the ranking process, will be eligible to participate in the ranking process. Those individuals who successfully pass, but do not meet the time in grade component are considered actors but shall not become active on the ranking list until the experience component is met.

CERTIFICATES, LICENSES, REGISTRATIONS

- California State Fire Marshal Firefighter I certificate, or equivalent, obtained through an Accredited California State Fire Marshal Firefighter Academy. Full time experience in an all-risk fire agency may be substituted for the required completion of the California State Fire Marshal Academy as determined by the City.
- Valid California Emergency Medical Technician (EMT) certification (or ability to obtain prior to appointment) and the ability to obtain Expanded scope EMT accreditation provided by the Grass Valley Fire Department. A valid California EMT certification and the Expanded Scope EMT must be maintained as a condition of employment.
- Valid and current CPR certification. CPR certification is a condition of employment.
- Valid unrestricted California Driver's License for operations of fire apparatus or a valid unrestricted California Commercial Driver's License. A valid California Driver's License endorsed for operation of fire apparatus, or a valid California Commercial Driver's License must be maintained as a condition of employment.
- California State Fire Marshall Driver Operator 1A and 1B certification
- ICS-300
- California State Fire Marshall Command 1A and 1B (old curriculum) or Company Officer 2D and 2E (new curriculum) certifications.
- **Engineer Paramedic**- Valid California Paramedic license, Pediatric Advanced Life Support (PALS) and Advanced Cardiac Life Support (ACLS), and the ability to obtain Sierra Sacramento Valley EMS accreditation within 60 days of hire. A valid and current California Paramedic license, PALS and ACLS certification, and local accreditation must be maintained as a condition of employment as an Engineer Paramedic. A Engineer Paramedic may operate as Limited Advanced Life Support (LALS) in lieu of full Advanced Life Support (ALS) if necessary.



ENGINEER

LANGUAGE SKILLS

Ability to read, write and communicate in English at a level required for successful job performance.

MATHEMATICAL SKILLS

Ability to use and understand basic mathematical concepts such as: adding, subtracting, multiplying, dividing, simple fractions and percentages.

REASONING ABILITY

Ability to apply common sense understanding to carry out instructions furnished in written, orally or in diagram form; analyze and resolve problems involving circumstances and or events using standardized methods or procedures.

PHYSICAL DEMANDS

- Person must pass a medical examination to verify the ability to physically perform all required duties.
- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.
- The employee must be free from any physical, emotional, or mental condition which might adversely affect the ability to perform essential job duties.
- The employee must have the ability to perform those physical activities required for the execution of essential functions including, but not limited to, regular sitting, walking, standing, performing repetitive motions with hands and wrists such as regular keyboarding. The employee must have the ability to perform normal communications, including in person, two-way radio or on the telephone. The employee must also be able to crouch, kneel, stoop, twist, climb, balance, reach, grasp, push, pull, carry and lift 100 pounds of weight. The employee must be able to work in confined spaces for extended periods of time in all climates and weather.

WORKING ENVIRONMENT

- May require exposure to physical hazards such as fumes, chemical and bodily fluids.
- May require working in adverse environmental conditions such as inclement weather, extreme temperature, dust, noise, dim lighting, confined spaces, and other conditions that may arise while performing essential functions.
- May require the ability to wear an air supply / purifying respirator.
- May be required to work for extended periods without days off.

City of Grass Valley
JOB DESCRIPTION



ENGINEER

BACKGROUND

Candidates offered employment will be required to successfully pass a background investigation that may include psychological examination, polygraph examination and in-depth background investigation.

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.

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



FIREFIGHTER

Department: Fire Department

FSLA Status: Non-exempt

Reports To: Engineer, Captain, Batt Chief, Div Chief, or Fire Chief Unit: 8 / Classified Full- Time

Adopted: September 28, 2018

Revised: March 2023

SUMMARY OF JOB PURPOSE

Under direction, the firefighter participates in a full range of all-risk emergency and non-emergency activities, including, but not limited to, fire suppression, emergency medical service, hazardous materials response, rescue, fire prevention and inspection programs, fire investigation, fire station maintenance, apparatus and equipment maintenance, training exercises, and related services and activities of an assigned engine company. The firefighter ensures that all assigned activities are carried out effectively, efficiently, safely, and according to department guidelines and policies.

SUPERVISION RECEIVED AND EXERCISED

Immediate supervision is provided by an Engineer or Fire Captain and under the provisions of a Joint Operations Agreement or Emergency Medical Service agreement may be supervised by supervisors from other signatory agencies.

ESSENTIAL FUNCTIONS (includes, but not limited to listed tasks)

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

- Respond to emergency and non-emergency alarms and function as part of a team in all phases of fire suppression work; perform rescue, lay, and connect hoses, carry, and climb ladders, operate hose streams, ventilate buildings, overhaul, salvage, and clean-up activities at fire scene.
- Respond to and assist in emergency medical process and procedures in Advanced Life Support (ALS) - paramedics only, Limited Advanced Life Support (LALS) -if qualified, or Basic Life Support (BLS) while also assisting ALS care givers.
- Communicates medical information to the hospital; dependent on qualification administers advanced, limited advanced, or basic emergency medical care to the sick and injured; documents emergency care rendered; all in compliance with applicable local, state, and federal laws and regulations.
- Respond to and assist in the mitigation of hazardous material, technical rescue, and non-emergency calls for service, as necessary.



FIREFIGHTER

- As assigned, write, prepare, and file reports, forms, and recommendations such as emergency incident reports, accident reports, injury reports, exposure reports, apparatus maintenance logs, inspection forms, and other fire related information.
- Assist in the performance of routine daily, weekly, and monthly inspections of the fire apparatus and equipment; maintain fire station and grounds; perform routine and minor repairs as necessary; inform station fire engineer or captain of repair work needed; perform inspections and routine maintenance on squad and utility apparatus.
- Assist with fire prevention in the performance of periodic Uniform Fire Code inspections of industrial and commercial businesses and places of assembly; assist in the enforcement of the fire prevention codes by following through and documenting violations in need of corrective action
- Drive and operate fire apparatus and other automotive equipment.
- Conduct and participate in training exercises; develop skills in fire suppression, medical aid, apparatus operation, physical fitness, and other related areas.
- Assist with public education activities; station tours, grade school presentations, fire drills, and other community education programs that encourage awareness of emergency services and techniques.
- Maintain appropriate records, logs, and files of work completed and in-progress; prepare statistical and analytical reports as required.
- Conduct and participate in pre-fire planning activities; stay abreast of new innovations relative to fire prevention.
- Participates in testing and record keeping of a variety of department and city fire equipment including protective clothing, breathing apparatus, fire hose, fire hydrants, and other equipment as necessary.
- Perform related duties and responsibilities as required.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.



FIREFIGHTER

MINIMUM QUALIFICATIONS

To perform this job successfully, a person must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required.

Knowledge of:

- Modern principles and practices of fire suppression, hazardous material mitigation, and emergency medical services.
- Functions, characteristics, and proper use and maintenance of firefighting and emergency apparatus, equipment, tools, devices, and facilities.
- Emergency medical process and procedures in Advanced Life Support (ALS) - paramedics only, Limited Advanced Life Support (LALS) -if qualified, or Basic Life Support (BLS).
- Modern principles of fire hydraulics, mechanics, and chemistry as applied to fire suppression.
- Current laws and practices pertaining to fire prevention, public education, and safety.
- Basic computer uses and office processes.
- All risk ICS (Incident Command System).

Ability to:

- Understand and learn firefighting and emergency medical care knowledge, techniques, and skills from oral, written, and task demonstrated sources.
- Think clearly and act decisively while applying a wide variety of firefighting duties, methods, and procedures including the operation of firefighting apparatus, equipment, and tools.
- Perform physical and strenuous work while functioning effectively for long hours under high stress conditions in adverse environments.
- Maintain oneself in a state of physical and mental readiness appropriate for the physical and strenuous demands of the job.



FIREFIGHTER

- Return to work for planned and emergency staffing needs created by department trainings, meetings, planned vacancies, and emergency response.
- Learn, understand, and apply city and department rules, laws, ordinances, policies, and procedures.
- Learn city and local geography and read and interpret maps and fire preplans if necessary.
- Establish and maintain harmonious and effective working relationships with employees, senior management, outside agencies, and the general public.
- Supervise personnel if directed.
- Read and write the English language at a level necessary for efficient performance.
- Understand and follow oral instructions.
- Communicate clearly and effectively in oral and written form.

EDUCATION AND EXPERIENCE

- Minimum 18 years of age
- Completed the 12th grade with Diploma or General Education Degree.
- California State Fire Marshall Firefighter I certificate obtained from an accredited California state firefighter I academy or successful completion of an accredited California state fire academy with successful completion of all California state mandated firefighter I testing.
- **Lateral Only:** 3 Years full time experience in an all-risk fire agency. Seasonal employment will qualify as actual time worked (ex. 1-month seasonal equals 1-month full time) toward the full-time experience requirement.



FIREFIGHTER

CERTIFICATES, LICENSES, REGISTRATIONS

ENTRY LEVEL FIREFIGHTER:

- California State Fire Marshall Firefighter I certificate obtained from an accredited California state firefighter I academy or successful completion of an accredited California state fire academy with successful completion of all California state mandated firefighter I testing.
- Valid California Emergency Medical Technician (EMT) certification (or ability to obtain prior to appointment) and the ability to obtain Expanded scope EMT accreditation provided by the Grass Valley Fire Department. A valid and current California EMT certification and the Expanded Scope EMT must be maintained as a condition of employment.
- Current CPR certification. A valid and current CPR certification is a condition of employment.
- Ability to obtain and maintain a valid unrestricted California Driver's License for operations of fire apparatus or a valid unrestricted California Commercial Driver's License. A valid California Driver's License endorsed for operation of fire apparatus, or a valid California Commercial Driver's License must be maintained as a condition of employment.
- Current and valid (within one year of hire) Cal-JAC Candidate Physical Ability Test (CPAT) card.
- **Firefighter Paramedic Candidate:** Valid California Paramedic license, current Pediatric Advanced Life Support (PALS) and Advanced Cardiac Life Support (ACLS) certification, and the ability to obtain Sierra Sacramento Valley EMS accreditation within 60 days of hire. A valid and current California Paramedic license, PALS and ACLS certification, and local accreditation must be maintained as a condition of employment as a Firefighter Paramedic. A Firefighter Paramedic may operate as Limited Advanced Life Support (LALS) in lieu of full Advanced Life Support (ALS) if necessary.

LATERAL ENTRY FIREFIGHTER:

- California State Fire Marshall Firefighter I certificate obtained from an accredited California state firefighter I academy or successful completion of an accredited California state fire academy with successful completion of all California state mandated firefighter I testing.



FIREFIGHTER

- 3 Years full-time experience in an all-risk fire agency. Seasonal employment will qualify as actual time worked (ex. 1-month seasonal equals 1-month full time) toward the full- time experience requirement.
- Valid California Emergency Medical Technician (EMT) certification (or ability to obtain prior to appointment) and the ability to obtain Expanded scope EMT accreditation provided by the Grass Valley Fire Department. A valid and current California EMT certification and the Expanded Scope EMT must be maintained as a condition of employment.
- Valid unrestricted California Driver's License for operations of fire apparatus or a valid unrestricted California Commercial Driver's License. A valid California Driver's License endorsed for operation of fire apparatus, or a valid California Commercial Driver's License must be maintained as a condition of employment.
- Current CPR certification. A valid and current CPR certification is a condition of employment.
- **Firefighter Paramedic Candidate:** Valid California Paramedic license, current Pediatric Advanced Life Support (PALS) and Advanced Cardiac Life Support (ACLS) certification, and the ability to obtain Sierra Sacramento Valley EMS accreditation within 60 days of hire. A valid and current California Paramedic license, PALS and ACLS certification, and local accreditation must be maintained as a condition of employment as a Firefighter Paramedic. A Firefighter Paramedic may operate as Limited Advanced Life Support (LALS) in lieu of full Advanced Life Support (ALS) if necessary.

FIREFIGHTER PARAMEDIC RECRUIT

- Ability to successfully pass a department sponsored accredited California state firefighter I academy and the state mandated firefighter I testing. Successful completion of the accredited state firefighter I academy and the mandated testing is a condition for employment.
- Ability to work and provide single role ALS EMS care and treatment while also assisting fire crews in a variety of ways until the start of the accredited state fire academy. Upon successful completion of the academy the Paramedic Recruit recruit will transition to a Paramedic Firefighter.
- 1-year full-time experience as a licensed Paramedic.
- Valid California Paramedic license, current Pediatric Advanced Life Support (PALS) and Advanced Cardiac Life Support (ACLS) certification, and the ability to obtain Sierra Sacramento Valley EMS accreditation within 60 days of hire. A valid and current California Paramedic license, PALS and ACLS certification, and local accreditation must be maintained as a condition of employment as a Firefighter Paramedic. A Firefighter Paramedic may operate as Limited Advanced Life Support (LALS) in lieu of full Advanced Life Support (ALS) if necessary.
- Ability to obtain and maintain a valid unrestricted California Driver's License for operations of fire apparatus or a valid unrestricted California Commercial Driver's License. A valid California



FIREFIGHTER

Driver's License endorsed for operation of fire apparatus, or a valid California Commercial Driver's License must be maintained as a condition of employment.

- Current CPR certification. A valid and current CPR certification is a condition of employment.
- Ability to obtain a Cal-JAC Candidate Physical Ability Test (CPAT) card prior to the start as a Firefighter Paramedic.

LANGUAGE SKILLS

Ability to read, write and communicate in English at a level required for successful job performance.

MATHEMATICAL SKILLS

Ability to use and understand basic mathematical concepts such as: adding, subtracting, multiplying, dividing, simple fractions and percentages.

REASONING ABILITY

Ability to apply common sense understanding to carry out instructions furnished in written, orally or in diagram form; analyze and resolve problems involving circumstances and or events using standardized methods or procedures.

PHYSICAL DEMANDS

- Person must pass a medical examination to verify the ability to physically perform all required duties.
- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.
- The employee must be free from any physical, emotional, or mental condition which might adversely affect the ability to perform essential job duties.
- The employee must have the ability to perform those physical activities required for the execution of essential functions including, but not limited to, regular sitting, walking, standing, performing repetitive motions with hands and wrists such as regular keyboarding. The employee must have the ability to perform normal communications, including in person, two-way radio or on the telephone. The employee must also be able to crouch, kneel, stoop, twist, climb, balance, reach, grasp, push, pull, carry and lift 100 pounds of weight. The employee must be able to work in confined spaces for extended periods of time in all climates and weather.



FIREFIGHTER

WORKING ENVIRONMENT

- May require exposure to physical hazards such as fumes, chemical and bodily fluids
- May require working in adverse environmental conditions such as inclement weather, extreme temperature, dust, noise, dim lighting, confined spaces, and other conditions that may arise while performing essential functions.
- May require the ability to wear an air supply / purifying respirator.
- May be required to work for extended periods without days off.

BACKGROUND

Candidates offered employment will be required to successfully pass a background investigation that may include psychological examination, polygraph examination and in-depth background investigation.

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.

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: CDBG Memorial Park Facilities Improvement Project - Project Closeout

CEQA: N/A - Project is Complete

Recommendation Motion: That Council 1) hold a public hearing to update residents on the progress of the CDBG Memorial Park Facilities Improvement Project

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

Council Meeting Date: 01/23/2024

Date Prepared: 01/18/2024

Agenda: Consent

Background Information: On June 13, 2023, Council authorized the filing of a Notice of Completion for the CDBG Memorial Park Facilities Improvement Project. The project involved a complete overhaul of the existing swimming pool, softball field upgrades, restroom replacement, and the addition of two pickleball courts and one basketball court, among other park improvements.

The project was funded primarily by a Community Development Block Grant (CDBG) through the California Housing and Community Development Authority (HCD). As a condition of the project closeout the City is required to hold a public hearing to update residents on the progress of the project, including the results and funds expended.

As noted, the project has been completed since June 2023 and hundreds of persons are being served daily through use of the new facilities. Final construction costs totaled \$5,615,275.70, funded by the expenditure of the awarded \$3,499,281 in CDBG funds, along with approximately \$760,000 in CDBG Program Income.

Staff requests that Council conduct the public hearing and accept any comments from persons interested in the status of the funding or execution of the project.

Council Goals/Objectives: The CDBG Memorial Park Facilities Improvement Project executes portions of work tasks towards achieving/maintaining Strategic Plan Goal - Recreation and Parks.

Fiscal Impact: The project was fully funded in the FY 2022/2023 CIP Budget with CDBG and Measure E funds.

Funds Available: Yes

Account #: 300-406-63350

Reviewed by: City Manager



City of Grass Valley City Council Agenda Action Sheet

Title: A-Board Sign Regulation

CEQA: Not a project under CEQA; If directed to prepare an ordinance, the appropriate CEQA review will be completed at that time, but it is anticipated to qualify for a categorical exemption.

Recommendation: That Council direct staff to draft an Ordinance for the regulation of A-Board signs throughout the city.

Prepared by: Amy Wolfson, City Planner

Council Meeting Date: January 23, 2024

Date Prepared: January 17, 2024

Agenda: Administrative

Background Information: The city municipal code currently prohibits A-board signage throughout the city. However, several businesses continue to place A-board signage outside their storefronts, often within city right-of-way. Many business owners feel these sign styles are a vital feature for attracting customers. However, without regulation they have the potential to be hazardous to motorists and pedestrians as distractions or tripping hazards and can create a cluttered appearance if the design is not in line with the surrounding aesthetic.

Staff anticipates that the ordinance will include parameters for the following:

- Size, location, and sign number limitations
- A requirement for liability insurance when placed within the right-of-way
- Aesthetic considerations

Staff is seeking direction on whether to pursue drafting of the ordinance to regulate A-board signage or to begin enforcing the prohibition of A-board signs as currently is in place.

Council Goals/Objectives: Direction to pursue this ordinance supports the 2020 Strategic Plan Update, Goal #4: the City of Grass Valley encourages a robust and sustainable economy that reflects diverse employment opportunities that support the values of Grass Valley.

Fiscal Impact: Development of the draft ordinance will require staff time.

Funds Available: None

Account #: TBD

Reviewed by: City Manager

Attachments: none



City of Grass Valley City Council Agenda Action Sheet

Title: Establish a Policy Governing the Use of the Mill Street Plaza Area by the Public and for City-Sponsored Events

CEQA: Not a Project

Recommendation: That Council review and approve the Mill Street Plaza Use & Events Policy subject to legal review.

Prepared by: Timothy Kiser, City Manager

Council Meeting Date: 01/23/2024

Date Prepared: 01/17/2024

Agenda: Administrative

Background Information: With the imminent completion of Mill Street Plaza, the administration is in the process of formalizing previously informal policies regarding the closure and utilization of public right of way for downtown events. The City is committed to creating safe, healthy, and inviting public spaces that are accessible to everyone on an equitable basis. This policy delineates procedures and guidelines for the coordinated use of Mill Street Plaza and/or the historic district area of the City (referred to as Mill Street Plaza Area).

The primary objective of this policy is to safeguard individuals' rights to engage in expressive activities within the City's public spaces, establishing regulations that are minimally restrictive and reasonable in terms of time, place, and manner. While the City acknowledges the importance of facilitating expressive activities, it does not intend to designate Mill Street Plaza as a public forum for events and installations that deviate from the typical uses of all public rights of way in the City, except for the City's own events.

Private events and installations are permitted in alternative City venues, such as parks, ensuring a balance between public use and the preservation of Mill Street Plaza's intended purpose. The proposed policy is attached for the Council's review.

Council Goals/Objectives: This item executes portions of work tasks towards achieving/maintaining the Strategic Plan - Economic Development and Community Safety.

Fiscal Impact: The proposed action under this item would not create a Fiscal Impact beyond our budgeted positions.

Funds Available: Yes

Account #: General Fund

Reviewed by: ___ City Manager

Attachments: Mill Street Plaza Use & Events Policy

**CITY OF GRASS VALLEY ADMINISTRATIVE
POLICIES AND PROCEDURES**



Number: _____
Effective Date: 01/xx/2024
Revised: _____
Authority: _____
City Administrator: _____

SUBJECT: Mill Street Plaza Area Use & Events

- I. **PURPOSE.** To establish a policy governing the use of Mill Street Plaza and/or the historic district area of the City by the public and for City-sponsored events.

- II. **POLICY:** It is the policy of the City to provide safe, healthy, and attractive public spaces that are open to all on an equitable basis. This policy identifies procedures and guidelines to manage the shared use of Mill Street Plaza and/or the historic district area of the City (Mill Street Plaza Area). It is the intent of the City to protect the rights of people to engage in expressive activities in the City’s public places and to establish the least restrictive and reasonable time, place, and manner of regulation of expressive activities. However, the City does not intend to establish Mill Street Plaza as a public forum for events and installations that are not consistent with uses of every right of way in the City other than the City’s own events. Private events and installations are permitted in other City venues, such as parks.

- III. **GUIDELINES:**
 - A. Anyone may use the Mill Street Plaza Area in the same manner as other public streets when it is not reserved for an event.
 - i. The use of Mill Street Plaza Area is subject to existing street and sidewalk use regulations, including but not limited to Chapter 12.16 (“Street and Sidewalk Use Regulations”) of the Grass Valley Municipal Code and the California Vehicle Code and California Streets and Highways Code.
 - ii. No person may block, impede, or obstruct the free passage of Mill Street Plaza Area, including through the temporary or permanent erection of structures or placement of objects, without first obtaining a valid encroachment permit. No person may intentionally interfere with or obstruct a permitted event.
 - B. Mill Street Plaza Area is subject to, and may be used consistently with, existing regulations pertaining to special events, parade, and encroachment permits, including but not limited to Chapters 12.28 (“Parades and

Processions”) and 12.48 (“Encroachments on Public Rights-of-Way”) of the Grass Valley Municipal Code.

- C. Events that involve the exclusive use of all or portions of Mill Street Plaza Area, the erection or installation of structures in Mill Street Plaza, or the maintenance of objects in Mill Street Plaza Area on a temporary or permanent basis, must meet the following criteria:

- Such events must be the City’s own events. Private events of this type may be permitted in other City public places, such as parks.

- i. The City Manager will evaluate requests to conduct events in the Mill Street Plaza Area under these standards but, as such events will be the City’s own, it reserves the right to limit events to those appropriately funded with public resources:
 - a. All events must be open to the general public.
 - b. Any entry fees charged for events must be reasonably priced to allow public participation.
 - c. Events must serve the City’s objective to develop its economy by welcoming the general public to its downtown.
 - d. All events must be insured in an amount established by the City Manager from time to time in consultation with the City’s risk pool.
 - e. To maintain appropriate neutrality, the City does not sponsor religious, partisan, or political events.
 - f. The City will decline to conduct an event at a time when Mill Street Plaza is unavailable. The City will suggest alternative times or places.
 - g. Events must comply with applicable laws, such as those governing the sale and consumption of alcoholic beverages.
 - h. All else being equal, the City will select events on a first come, first served basis.
 - ii. The City Manager shall refuse to conduct an event upon finding any of the following:
 - a. One or more of the approval criteria specified above is not met.
 - b. A requestor has knowingly made a false, misleading, or fraudulent statement of fact to the City regarding the event.
 - c. A requestor fails to comply with any conditions on which the City agreed to conduct the event .
 - d. The co-sponsor has damaged City property and has not paid in full for such damage or has other outstanding and unpaid debts related to a prior co-sponsored event with the City.

- iii. No requestor may use the words “City of Grass Valley” or the seal or logo of the City in any promotional materials or advertising without the City’s prior written authorization.

IV. RESPONSIBILITY FOR REVIEW: The City Manager shall review this policy at least once every 3 years.



City of Grass Valley City Council Agenda Action Sheet

Title: Pioneer Community Energy - Standard Rate vs. Green100 for City Accounts

CEQA: Not a Project

Recommendation: That Council provide staff direction on Pioneer Community Energy rate for City Accounts.

Prepared by: Timothy Kiser, City Manager

Council Meeting Date: 01/23/2024

Date Prepared: 01/17/2024

Agenda: Administrative

Background Information: As part of the transition of City Energy Accounts to Pioneer Community Energy (Pioneer), the City needs to select a rate structure for our accounts. There are two options Pioneer Standard Rate (44.1% renewable) or the Green100 (100% renewable), both are cheaper than PG&E’s renewable option (38.3% renewable). The Green100 energy rate is a choice for residents, businesses, and municipalities interested in reducing their carbon footprint and the environmental impact of their electricity usage. Pioneer is the only provider of electricity that offers a totally renewable energy option for residents and businesses in our area.

Renewable resources used by Green100 may include geothermal, wind, solar, hydroelectric, and biomass energy production. The Green100 plan is entirely voluntary and choosing this renewable energy option is easy. Residents, businesses, and municipalities within the City limits of Grass Valley interested in reducing their carbon footprint can sign up for Pioneer’s Green100 program starting today.

Enrolling in Green100 is completely voluntary and may also help building owners seeking LEED certification and give municipalities another tool to use to meet state carbon reduction requirements.

Below is a table summarizing Grass Valley’s Accounts and provides a comparison of the potential savings by switching from PG&E to Pioneer Standard or Pioneer Green100.

City of Grass Valley Account Summary				
	PG&E	Pioneer Standard	Pioneer Green100	Total kWh
B1 Accounts Primary PG&E	\$ 35,464.70	\$ 32,474.69	\$ 35,205.16	232908.38480
Subaccount numbers, title listed in B-1 spreadsheet	Total Savings	Pioneer Standard	Pioneer Green100	
Savings comparison includes Peak Day Pricing Adjustment		\$ 2,990.01	\$ 259.54	
	PG&E	Pioneer Standard	Pioneer Green100	Total kWh
11808 Alta Vista - A6 NEM Rate	\$ 2,784.59	\$ 2,675.63	\$ 2,973.86	26910.00000
Savings calculation includes annual vs monthly	Total Savings	Pioneer Standard	Pioneer Green100	
		\$ 108.96	\$ (189.27)	
	PG&E	Pioneer Standard	Pioneer Green100	Total kWh
B6 Accounts Analysis Summary	\$ 14,432.32	\$ 13,190.32	\$ 14,113.19	78017.35065
Subaccount numbers, title listed B6 spreadsheet	Total Savings	Pioneer Standard	Pioneer Green100	
Comparison includes Peak Day Pricing Adjustment		\$ 1,242.00	\$ 319.13	
	PG&E	Pioneer Standard	Pioneer Green100	Total kWh
Traffic Control & Signals	\$ 6,244.43	\$ 5,732.75	\$ 6,190.19	39997.21432
Subaccount numbers, title listed TC spreadsheet	Total Savings	Pioneer Standard	Pioneer Green100	
		\$ 511.68	\$ 54.25	
	PG&E	Pioneer Standard	Pioneer Green100	Total kWh
Streetlights	\$ 54.68	\$ 42.05	\$ 45.95	276.93
Subaccount numbers, title listed Streetlight spreadsheet	Total Savings	Pioneer Standard	Pioneer Green100	
		\$ 12.63	\$ 8.73	
TOTAL ACROSS ALL ELIGIBLE ACCOUNTS	PG&E	Pioneer Standard	Pioneer Green100	Total kWh
	\$ 58,980.72	\$ 54,115.44	\$ 58,528.35	378,109.880
	SAVINGS	\$ 4,865.28	\$ 452.38	

City staff met with representatives of Pioneer and the following accounts should not enroll with Pioneer.

Location	Account Type
11550 Slate Creek	Generator
556 Freeman Sewer Plant	Benefiter
495 Morgan Pump	Benefiter
472 Brighton Street - Fire Station	Benefiter
125 E Main Street	Benefiter
415 Central Ave. - Memorial Pool	Benefiter
556 Freeman #A Corporation Yard	Benefiter

The staff is seeking guidance on the suitable rate plan for the accounts of the City.

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

Fiscal Impact: Our energy bills will be slightly lower compared to PG&E rates, and we're expected to save more money over time.

Funds Available: N/A

Account #: N/A

Reviewed by: __ City Manager



City of Grass Valley City Council Agenda Action Sheet

Title: Modifying Public Comment at the City Council Meetings

CEQA: Not a Project

Recommendation: That Council 1) have a discussion on how to improve the public comment portion of City Council meetings, and review and approve a resolution of the City Council of Grass Valley regarding public comment at council meetings

Prepared by: Timothy Kiser, City Manager

Council Meeting Date: 01/23/2024

Date Prepared: 01/17/2024

Agenda: Administrative

Background Information: In an effort to enhance the public comment portion of City Council meetings, staff is proposing implementing improvements, including a streamlined process for public participation through speaker cards. Residents and stakeholders are encouraged to express their views on relevant agenda items or public comment for items not on the agenda by filling out speaker cards, providing essential details such as their name, and the topic they wish to address. This initiative aims to ensure an organized and efficient public comment session, allowing the City Council to better understand and address community concerns. Additionally, we are exploring options involving the time allocated for public comments, fostering a more inclusive dialogue between citizens and their elected representatives. These enhancements reflect our commitment to transparency, community engagement, and an open democratic process during City Council meetings.

Attached is a draft resolution for the Council’s information and consideration.

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

Fiscal Impact: The proposed action has no fiscal impact.

Funds Available: N/A

Account #: N/A

Reviewed by: __ City Manager

Attachments: Resolution 2024- 04

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GRASS VALLEY
REGARDING PUBLIC COMMENT AT COUNCIL MEETINGS**

WHEREAS, section 54954.3(a) of the Ralph M. Brown Act requires legislative bodies of local agencies to provide an opportunity for members of the public to address the legislative body on items of public interest within the subject matter jurisdiction of the legislative body;

WHEREAS, section 54954.3(b)(1) of the Ralph M. Brown Act allows legislative bodies to adopt reasonable regulations to ensure the intent of section 54954.3(a) is carried out;

WHEREAS, the City of Grass Valley desires to require members of the public wishing to address the City Council to fill out numbered speaker cards so that speakers may be called to speak in numerical order, in accordance with the Ralph M. Brown Act;

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

1. **Recitals.** The foregoing recitals are true and correct and incorporated herein.
2. **Speaker Cards.** Grass Valley City Clerk is hereby authorized and directed to distribute speaker cards to members of the public wishing to address the City Council. Members of the public are hereby required to fill out speaker cards to provide public comment at meetings of the City Council so they may be called to offer public comment in numerical order. While cards shall request a name and address, providing that information is optional.
3. **Effective Date.** This Resolution shall take effect immediately upon adoption.
4. **Certification.** The Grass Valley City Clerk shall attest to the passage and adoption of this Resolution and its approval by the City Council and shall cause the same to be listed in the records of the City.

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 January, 2024, by the following vote:

AYES:
NOES:
ABSTAINS:
ABSENT:

Jan Arbuckle, Mayor

ATTEST:

APPROVED AS TO FORM:

Taylor Day, City Clerk

Michael G. Colantuono, City Attorney