



**COUNTY OF NEVADA  
COMMUNITY DEVELOPMENT AGENCY  
BUILDING DEPARTMENT**

950 MAIDU AVENUE, SUITE 170, NEVADA CITY, CA 95959-8617  
(530) 265-1222 FAX (530) 265-8794 <http://mynevadacounty.com>

Trisha Tillotson  
Community Development Agency Director

Craig Griesbach  
Building Director

**NEVADA COUNTY BOARD OF SUPERVISORS  
Board Agenda Memo**

**MEETING DATE:** July 13, 2021

**TO:** Board of Supervisors

**FROM:** **Craig Griesbach, Building Director**

**SUBJECT:** Resolution approving a renewal Agreement between the County of Nevada and City of Grass Valley for the County to provide building inspection, plan review and other related building services to the City of Grass Valley.

**RECOMMENDATION:** Approve the attached contract and resolution

**FUNDING:** This contract will provide revenue to the FY 2021-22 Building Department budget (estimated at \$10,000) to offset the costs of providing these services. There will not be any impact to the General Fund. No budget amendment is required.

**ATTACHMENTS:**

- Resolution
- Signed Building Services Agreement dated July 1, 2021

**BACKGROUND:** On August 18, 2014 the County entered into a contract with the City of Grass Valley to provide building inspection, plan review and other related building services. This contract expires on June 30, 2021.

If the contract renewal is approved, the County Building Department will continue to provide a wide range of building services on an as-needed basis for the City. Staff will conduct building inspections, basic plan reviews, assist with customers and also assist with building related code enforcement on an as-needed basis. Revenue received from the City will be used for full cost recovery of the staff time used within the Building Department. The projection of revenue from this contract is included in the departments 2021-22 budget.

On May 25, 2021 the agreement was presented to the Grass Valley City Council and was unanimously approved; the signed agreement is attached to this staff report. The agreement is

proposed through June 30, 2022. The specific list of services that will be provided is shown in Section 3 of the Agreement. Staff believes that the Building Department will be able to continue to provide building related services efficiently and effectively that will improve customer service overall for both the County and City.

**Item Initiated and Approved by:** Craig Griesbach, Director of Building