



NEVADA COUNTY BOARD OF SUPERVISORS

Board Agenda Memo

MEETING DATE: January 30, 2026
TO: Board of Supervisors
FROM: Craig Griesbach, IGS Agency Director
SUBJECT: Capital Facilities Master Planning

RECOMMENDATION: Information only.

FUNDING: N/A

BACKGROUND: Over this past year, the Nevada County Facilities Department has taken meaningful steps to formalize and modernize its approach to facility planning and capital investment. Some of these primary efforts include:

- Initiating the 2026–2031 Capital Facilities Master Plan, which will serve as a five-year framework to guide capital investments and strategic decision-making.
- Developing a long-term lifecycle maintenance plan to protect County operations, extend the lifespan of existing buildings, and ensure maintenance needs are addressed proactively.
- Implementing a Capital Project Approval Policy that establishes a clear, consistent process for project initiation, stakeholder review, and alignment with financial planning.
- Matured project delivery and procurement practices including refining design build procurements, qualified vendor lists, and implementing project management software.
- Enhanced stakeholder engagement and communication that included leveraging the Capital Facilities Ad Hoc Committee meetings and conducting monthly collaboration meetings with agencies and departments.

The current landscape of facility management includes 45 county owned facilities, 6 leased facilities, 7 vacant raw land properties, and 8 managed facility leases. The historical approach and preference have been to prioritize property ownership to maximize long term investment and management control to meet our organization’s needs. However, for specific use cases or when temporary needs arise an approach to leasing facilities is employed. Facility leases are managed and reviewed annually through the budget process in partnership with the department, Facilities staff, and CEO staff. This includes verification that lease terms and costs align with current market conditions, service needs are met, and cost-benefit analysis is conducted.

As the County organization grows and evolves there continues to be a need to invest in long-term facility strategic space, building, and campus planning. This includes establishing current workspace area standards and reviewing our campus models so we are proactive prior to these facilities reaching end of life. This also includes the need to evaluate “how” we work given that the pandemic drastically changed



this and there are opportunities associated to this that reduce costs and allow us to adapt to departmental space needs. Knowing this, in 2026 Facilities staff will be working with a consultant to undertake a comprehensive evaluation of County facilities reviewing current utilization, highest and best use, cost-benefit analysis, universal standards for workspaces, campus master planning, and facility, property use, and reuse recommendations.

The sustainability of effective local government operations depends on our proactive management of lifecycle maintenance. Our strategy and maintenance process for this consists of:

- A comprehensive assessment of facility conditions
- Integration of staff expertise and onsite knowledge to ground-truth these conditions
- Creation of an annual project priority list and budget
- Annual budget review and approval
- Program/project implementation, oversight, and accountability

Over this year there are several major new capital improvement projects that are planned to have forward progress with several decision points coming before the Board of Supervisors. Project details and further information is provided in the 2026-2031 Capital Facilities Master Plan that is attached as a part of this board packet. Five of these major projects include:

- New Animal Shelter
- Behavioral Health Treatment Campus
- Sheriff Firearms Training Facility
- Community Resilience Center; and
- New Truckee Library

This presentation will provide additional information and insight into the planned initiatives and projects for 2026 and support productive discussion.

Item Initiated by: Justin Drinkwater, Director of Facilities

Approved by: Craig Griesbach, IGS Agency Director