



**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>**

Sean Powers
Community Development Agency Director

Craig Griesbach
Building Director

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

MEETING DATE: June 20, 2017

TO: Board of Supervisors

FROM: Craig Griesbach, Building Director

SUBJECT: Approval of a renewal agreement with the City of Grass Valley for the County to provide building inspection, plan review and other related building services to the City for the period of July 1, 2017 through June 30, 2018 and authorizing the Chair of the Board of Supervisors to execute the agreement.

RECOMMENDATION: Approve the attached agreement and resolution.

FUNDING: This revenue in this agreement is included in the Fiscal Year 2017-18 Building Department budget and will offset the costs of providing these services. There is no budget amendment required. There will not be any impact to the General Fund.

BACKGROUND: On August 18, 2014 the County entered into an agreement with the City of Grass Valley to provide building inspection, plan review and other related building services. This agreement expires on June 30, 2017.

If the agreement extension is approved, the County Building Department will continue to provide a wide range of building services on an as-needed basis for the City. We will provide a building inspector at Grass Valley's City Hall to conduct all building inspections, basic plan reviews, assist with customers and also assist with building related code enforcement. Revenue received from the City will be used for full cost recovery of the staff time used within the Building Department. The projected revenue from this agreement is included in the Building Department's 2017-18 budget.

On May 23, 2017 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, 2018. 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
Submittal Date: June 5, 2017

Revision Date: June 6, 2017