



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

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Trisha Tillotson
Community Development Agency Director

George Schureck
Director of Building

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

MEETING DATE: May 13, 2025

TO: Board of Supervisors

FROM: George Schureck, Director of Building

SUBJECT: Resolution approving an Agreement between the County of Nevada and the 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 agreement and resolution

FUNDING: This contract will provide revenue to the FY2024-25 and FY2025-26 Building Department to offset the costs of providing these services estimated at \$100,000. There will not be any impact on the General Fund.

ATTACHMENTS:

1. Resolution
2. Signed Building Services Agreement dated April 8, 2025

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. The contract expired June 30, 2023.

If the new contract is approved, the County Building Department will provide a wide range of building services on an as-needed basis for the City of Grass Valley. Staff will conduct building inspections, basic plan reviews, and assist with customers. Revenue received from the City of Grass Valley will be used for full cost recovery of staff time used within the Building Department. The projection of revenue from this contract is included in the department's FY2025-26 budget.

On April 8, 2025, 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 from May 1, 2025, through June 30, 2026. 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, which will improve customer service overall for both Nevada County and the City of Grass Valley.

Item Initiated and Approved by: George Schureck, Director of Building