



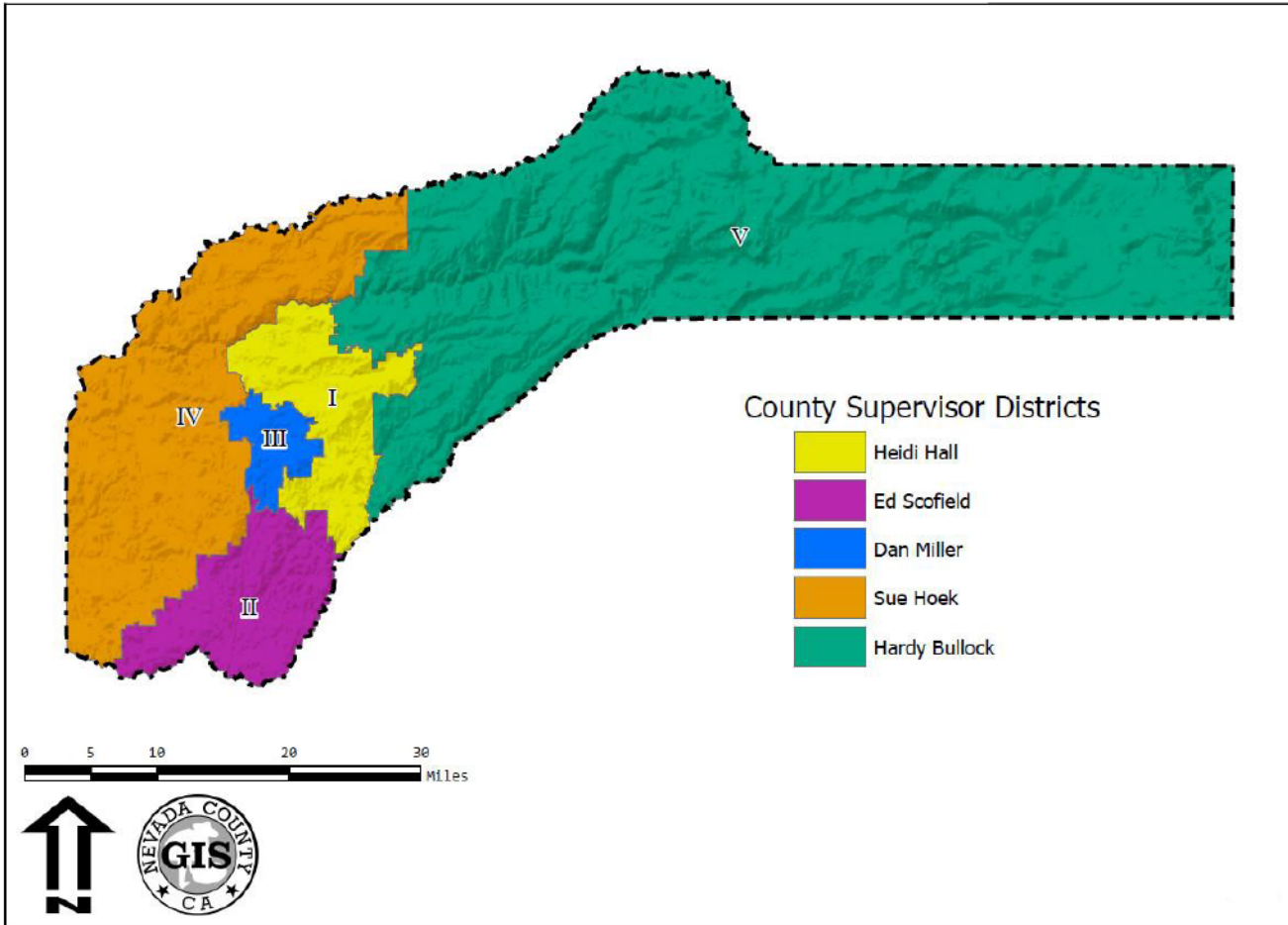
2021 – 2026

NEVADA COUNTY, CALIFORNIA  
CAPITAL FACILITIES MASTER PLAN

PREPARED BY INFORMATION & GENERAL SERVICES AGENCY



# NEVADA COUNTY, CALIFORNIA SUPERVISORIAL DISTRICTS



**District 1**  
*Heidi Hall*  
*Chair*

**District 2**  
*Ed Scofield*

**District 3**  
*Dan Miller*  
*Vice Chair*

**District 4**  
*Susan Hoek*

**District 5**  
*Hardy Bullock*

## Overview

The mission of the Facilities Management Division is to plan for, operate, maintain, and preserve County facilities. This includes providing for the management of facility improvements and new construction projects. Our goal is to provide safe, functional, esthetically pleasing, and comfortable facilities and grounds to the public and county departments in the most cost efficient, expeditious, and effective manner possible.

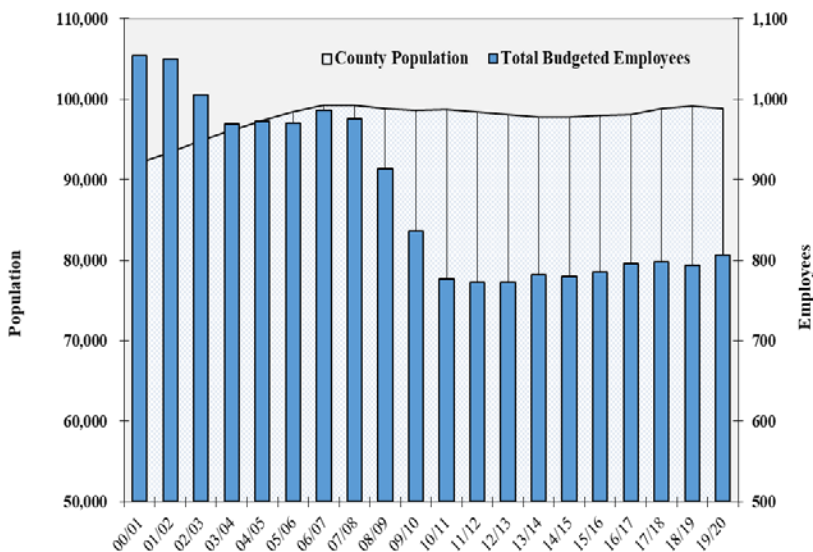


Facilities Management is responsible for 38 County owned facilities (508,819 sq. ft.) and seven leased facilities (32,908 sq. ft.). Facilities Management is also responsible for lease management of County-owned facilities at seven locations including office space and cell tower locations. Services include buildings and grounds maintenance, facility security, leased space development, space planning, remodeling, and capital facilities planning.

The ongoing sustainability of effective government operations relies on adequate and properly maintained facilities. Funding for facilities maintenance and improvements is essential to the preservation of the facilities. It is always more economical to keep a facility maintained than to pay the cost of deferred maintenance. The Capital Facilities Master Plan outlines a strategy, current assessment, and tools for the County of Nevada to plan and manage its facilities and space needs. The previous Master Plan was approved by the Board of Supervisors in 2012.

## Changes in County Government

The fiscal environment of the County has drastically changed since the original 2008 Capital Facilities Master Plan was adopted. Staffing has been reduced from approximately 1,051 full-time equivalent (FTE) personnel in



2002 to 802 FTE in fiscal year 19/20 and 807 FTEs proposed in fiscal year 20/21. Departments have consolidated and many staff have been moved from leased space into County-owned facilities. This plan does not attempt to identify future long-range staffing needs, but rather addresses short-term projections of ten years or less. It is the County's preference to own facilities rather than lease them. There are some circumstances where leasing is

preferred or where a temporary lease arrangement is optimal as an interim solution before ownership can be accomplished.

## Capital Acquisitions

Because of lower property values during the Great Recession the County had purchased the Ranch property (10 acres), Christ Property (26 acres) and the Bear River Mill Property (40 acres) for the future development of County Facilities. Currently in 2020 the County has completed the new Operations Center located at 12350 La Barr Meadows Road in Grass Valley. The Project consolidates the fleet maintenance, transit and road divisions into a single location on a nine-acre site at 12350 La Barr Meadows Road in Grass Valley. The site features a 33,000-square-foot pre-engineered main operations



building to house administration offices and fleet maintenance operations. Additionally, the site includes 12 equipment bays, a gas emergency generator, water station, a 3,800-square-foot sand barn, a saline solution mix station and carports.

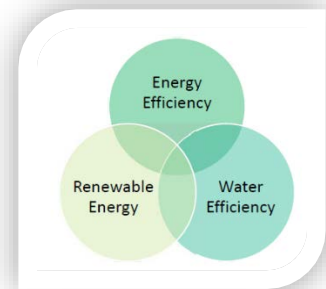
## Capital Dispositions

The County of Nevada has made great strides regarding affordable housing through its capital dispositions. Nevada County Board of Supervisors earmarked \$1.2 million in county funds as deferred loans in the Regional Housing Authorities' (RHA) developer funding application package to the CTCAC. The award of tax credits to Lone Oak Senior Apartments was the final step needed to fully fund the project which started construction in spring 2020. In order to promote the Lone Oak Senior Apartments, the County will dispose of its interest in the Darkhorse Properties that were received on behalf of the developer.

## Facility Planning

### Energy Action Plan

The Nevada County Energy Action Plan (EAP) provides an analysis of the energy use within the unincorporated county limits by the community and County operated facilities as well as a roadmap for accelerating energy efficiency, water efficiency, and renewable energy efforts already underway in Nevada County. Existing energy efficiency programs, new technologies, and improved economics provide significant opportunity for community members and the County to save money and energy by addressing the inefficiencies of current energy consuming systems, operations, and behaviors. The Capital Facilities Plan helps addresses the EAPs goals of improving energy efficiency, expanding local renewable energy and encouraging the efficiency of water resources by prioritizing needs in both past and future projects.



## Energy and Greenhouse Gas Reduction Projects

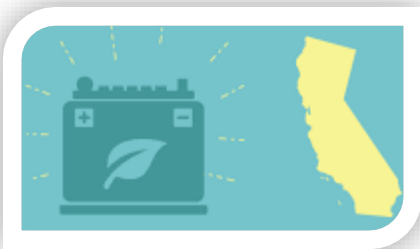
In 2015 the County entered into an Agreement with Climatec LLC to develop a program of energy conservation measures and solar energy generation systems. The Carl F. Bryan II Youth Center, Eric Rood Administration Center, Highway 49 Ranch Property, Lake of the Pines Wastewater Treatment Plant, and the Wayne Brown Correctional Facility solar panels generate energy for those site and generate a credit to electrical meters for up to fifty other County and Sanitation District facilities. Overall energy cost savings is estimated to be approximately \$5.5 million over the period 2018 to 2038 and estimated to be \$1 million each year after.



## Near Future Facility Opportunities

While it is understood that PG&E's Public Safety Power Shutoff (PSPS) measures are intended to protect communities from the threat of equipment-related wildfires, Nevada County recognizes that these measures may cause other negative public health and safety threats especially to those who rely on power for life-sustaining equipment, treatments and mobility, as well as those with chronic medical conditions.

Currently there two emergency generators serving the Eric Rood Administrative Center that provide approximately 40% of the power to run the building during a power outage. As a result of unfulfilled power needs this causes disruptions in providing services during power outages. County of Nevada Information and General Services Agency conducted a survey and coordinated with local entities to utilize PSPS funds received by CAL OES to the best of our ability as a community. The County is replacing the current generators with one larger 600kw generator that can service the entire building at 100% capacity. Facilities has awarded the construction contract for generator installation plans for construction to be completed by late summer of 2021.



The Facilities Management Division is currently exploring the California Public Utility Commission's Self-Generation Incentive Program (SGIP) which provides incentives to support existing, new, and emerging distributed energy resources. The County will draft a Request for Qualifications for a battery energy storage system to capture and store energy generated by the existing solar panels. The project is full purpose and will reduce county GHG Emissions, reduce generator operation costs, and increase redundancy from multiple generation sources.

Additionally, Facilities Management is currently working on a pilot program to explore options that offer clean energy resilience at the Animal Shelter. Facilities Management has performed an Energy Audit to review existing utility energy usage and explore options that offer clean energy resilience at the facility.

Lastly, the County owns a 22-acre lot adjacent to the Youth Center on the Highway 49 government corridor which has approximately 8 to 10 buildable acres. The Forest Service is currently in an office space that doesn't

meet their needs and is looking to move to a new location. The County and Forest Service are collaboratively investigating the development of USFS constructed facilities on County of Nevada land. The County will inevitably have a future need 20 to 30 years out for more general government services office space and will want it in our government Highway 49 designated corridor.

## Long Term Opportunities

The County of Nevada commissioned an Animal Shelter Needs Assessment Study in order to review existing conditions of both the City of Grass Valley Animal Shelter and the County of Nevada Animal Shelter in order to create a new “joint use” facility with the goal of establishing a conceptual building program and cost estimate.



Direct construction costs (excluding indirect costs which included County/ City administration fees, inspections, contingencies and escalation, etc.) could range from \$11-14 million, depending upon final program confirmation. Total project development costs to build a new facility including soft costs are approximately \$18-19 million, assuming public construction delivery methods. County of Nevada Facilities Management is currently in coordination with City of Grass Valley and County Executive Office to understand current debt ceilings, applicable funding sources, and commitments.

The State Judicial Council of California (JCC) has plans for a new western Nevada County courthouse. Nevada City has demonstrated that it is more cost effective to remodel/rebuild on the current location, compared to the State building a new facility elsewhere. This project is dependent on State funding levels. It would be desirable for the County to divest its 49% ownership in the current courthouse and be free from the annual maintenance obligation and seismic deficiency liability, and to avoid an empty building situation. The County made considerable investment in Nevada City assets for our justice departments to be near the courthouse.

Facilities Management is also looking at upgrading its water system at the Rood Center. The current water system is provided by Nevada City. Due the constant threat of Public Safety Power Shutoffs and the required head pressure to operate the County’s fire suppression system it has been proposed to switch providers from Nevada City to NID. In the long-term, this project would save on long term maintenance and operations on needed auxiliary pumps with the current system.



In 2007 the Sheriff’s Department with assistance from Facilities Management conducted a Facilities Assessment for the Wayne Brown Correctional Facility. This assessment identified the need for future expansion or remodeling to the existing jail in order to accommodate various inmate populations, gain separation of the male and female populations, and address expansion for the medical facilities. Depending on the extent of facility reconfiguration and improvements estimated cost are in the \$5-\$25 million range. The Sheriff’s office has worked collaboratively with Facilities during the 2020-2021 fiscal year to transition the Dispatch operations from the Wayne Brown Correctional Facility to the administrative wing of the Juvenile Hall facility. This project is expected to be complete by the end of December of 2021. With Dispatch

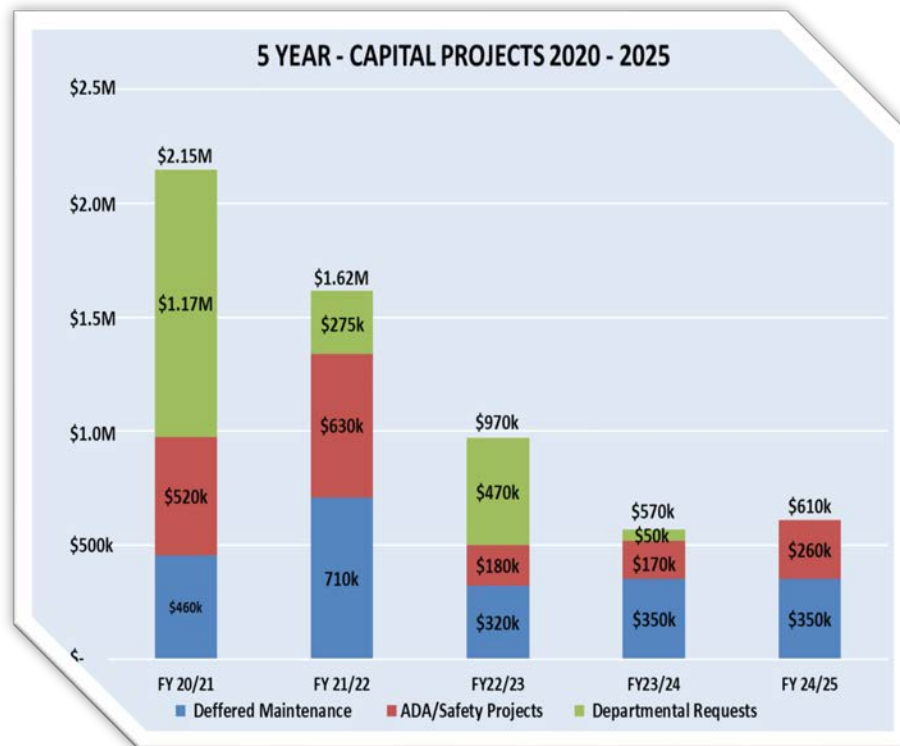
vacating the existing space at the jail, further study for reusing the space for the medical wing expansion will be able to move forward as needed.

Though Facilities Management is currently leasing the Brighton Greens Office building; it is projected that a long-term goal includes the need for a consolidated Health and Human Services building. Health and Human Service Agency staff and operations are spread out between three different western county locations. Efficiencies would be gained, and customer service improved if they were all in a single location. Brighton Greens is located on 20,000 square feet of land which consolidated 6 previous locations. An estimate of 47,000 square foot campus could be a future option.

### Long Term Facilities Asset Analysis

Starting in the summer of 2019 Facilities contracted with EMG Corporation an engineering and capital planning consultant. EMG was tasked with assessing all the County's critical facilities with regard to capital asset condition and provide recommendations on asset life cycle timelines and costs. The consultant further categorized various facilities assets into applicable types such as safety, accessibility and overall lifecycle. With this information Facilities is able to see where our most immediate needs for repair work are focused which is usually in the safety and accessibility categories. EMG was also able to provide a Facilities Condition Index (FCI) rating for each of our critical facilities. This rating gives Facilities a quick reference on the buildings overall condition by establishing a replacement value for each building and showing over the course of a 10-year period how much funding should be allocated to keep the facility serviceable condition.

### Expenditure Summary for 2020-2025



Facilities Management is estimating a \$5.915 million expenditure on Capital Projects as identified through the Facilities Management Committee. 37% of this outlay exist in the deferred maintenance portion of this expenditure plan resulting in the highest percentage of funds used. Generally, this ensures ample preservation and maintenance of existing, essential public facilities are the highest priority followed by upgrades and expansion to meet level of service goals. Departmental requests are the second highest planned

expenditure at 33%; this is due to projects that have either recently received grant funding or have a departmental income sources which allows for capital facility remodels and expansions. The remaining 30% is allocated to ADA projects. Title II and Title III of the Americans with Disabilities Act of 1990 guarantee the opportunity for access to any facility by all members of the public. County of Nevada currently contracts with Disability Access Consultants (DAC) to analyze property needs. When a new project is planned ADA requirements are the first consideration.

## **Deferred Maintenance**

Facilities require routine maintenance and repair to keep them in acceptable condition and to preserve and extend their useful lives. When such maintenance is delayed or does not occur, we refer to this as deferred maintenance. Facilities Management has identified a total infrastructure deferred maintenance need of about \$16 million (over the course of the facilities useful life) based on EMG Facility assessments. In total over the course of the next four years, the county projects the need to spend roughly \$1.7 million with an estimated \$710,000 identified within the fiscal year 21/22.

## **Department Requests**

The Capital Facilities Sub-Committee (CFSC) sets the policy, strategy, and direction of Nevada County's Capital Facility Projects. The CFSC reviews, directs and guides capital projects from initiation through completion with a countywide enterprise perspective. Facilities and department staff appear before the Committee to discuss projects, funding, and progress. Facilities Management projects over the course of the next four years is projected to be \$795,000 in projects and the fiscal year 21/22 projection as \$275,000.

## **ADA / Safety**

The County completed an ADA Survey update in 2019. The County used Disability Access Consultants (DAC) to develop and prepare these updates to have the most up to date information and to obtain local buy in and participation from people with disabilities. Current 2019 assessment assumes an estimated cost of \$11.6 million in ADA costs county wide. Many of these ADA projects will occur simultaneously during deferred maintenance and departmental request projects. The County forecasts the need to spend roughly \$1.24 million over the next four years in ADA projects with \$630,000 planned for expenditure in FY 21/22.

## **Future Assessments**

The global shift to telework that was precipitated by the COVID-19 crisis cannot be unseen. When some or all of an organizations people cannot be physically together, it is important to maximize virtual connection by delivering not just work, but services, community and culture remotely. In addition to boosting engagement in the near term, this investment will continue to benefit the organization in any future workplace scenario. Collaboration, performance, and wellbeing must be at the center of any return-to-office strategy. A survey or profile of staff to identify key relationships and functions that most need a physical office in which to operate would inform future space planning.

## **Highlighted Accomplishments**

The Capital Facilities Master Plan was last updated in 2012. Facilities Management typically manages capital improvements that include new buildings, leases of five years or more, land improvements, land acquisitions,



developments, equipment over \$100,000, and long-range planning. This list will not include all projects completed but those that are landscape changing.

The Eric Rood Administrative Center was a source of many upgrades including the remodeling of Assessor offices, Auditor offices, Building Inspector offices, Child Support offices, Elections offices, the Health and Human Services lobby, Information Systems offices, and Tax Collector offices. The parking lot was also improved with Fleet Services electric vehicle charging stations, additional ADA parking and walkways.

Facilities Management also purchased and remodeled the new District Attorney Office as well as the Probation and Public Defenders Offices. Public Safety projects also included updates to the SPU regarding a Class A DNA laboratory that greatly speeds up data analysis that previously took 21 days. The Wayne Brown Correctional Facility received a new roof and exterior painting. The Courthouse was also updated with fall protection railing and boiler replacements.

Between 2015 and 2019 the Eric Rood Administrative Center and Wayne Brown Correctional Facility were equipped with carport-mounted solar panels. Lake of the Pines Wastewater Treatment Plant and the Ranch Property on Hwy 49 received ground-mounted panels for energy generation. Roof top panels were also installed on the Youth Center. Energy Conservation measures also included new HVAC units, lighting, and building automation at fifteen different County locations.

The Laura Willcox Building was remodeled and subsequently leased to Nevada Sierra Connecting Point. A new Crisis Stabilization Unit was built near Sierra Nevada Memorial Hospital in Grass Valley. The County also entered into an agreement leasing the Brighton Greens building and subsequently remodeling the building for Health and Human Services' needs. The Grass Valley Veterans Building received a new roof, a water line replacement, a new front entry ramp, and new sidewalk. The Veterans Building also received a California State Prop 68 grant in order to replace the existing gymnasium floor. The entire floor was replaced with a new grade 1 maple athletic court flooring. Lines for basketball, volleyball, pickleball and fencing were placed on the new floor.

Three County libraries have received an evaluation to optimize public interface through outside consultants. Renovations include a remodel of the second floor at Grass Valley Library, exterior repairs to the Madelyn Helling Library and an addition of a new children's pergola / patio at the Madelyn Helling Library. While the Doris Foley Library received a new fire alarm system.

In 2019 Nevada County Board of Supervisors unanimously approved the purchase of 936 Old Tunnel Road which is a five-acre parcel is slated for an estimated 6,000-square-foot day center and 41 housing units. The project was later turned over to the Regional Housing Authority and nonprofit organization in order to complete the day center and housing project via a 99-year lease.

In 2020 the Nevada County Operations Center located at 12350 La Barr Meadows Road in Grass Valley was completed. The \$14 million project consolidated the fleet maintenance, transit and road divisions into a single location. The site features a 33,000-square-foot pre-engineered main operations building to house administration offices and fleet maintenance operations, 12 equipment bays, a gas-fired emergency generator, water station, a 3,800-square-foot sand barn, a saline solution mix station, and carports.

# Executive Summary

Facilities Management has also continued to partner with outside agencies to address and assess the current state of our buildings. Facilities assessments identify deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the property's use. These assessments help guide Facilities Management in upcoming projects and needs associated with keeping our buildings in line with community expectations and services.

# Message from the Facilities Management Director

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It is my privilege to lead the County of Nevada in the role of Facilities Management Director. The services provided by the Facilities Management have a direct impact on every member of the Nevada County community. Most of the services provided happen behind the scenes, at times or in locations not generally noticed by many members of our community. The division is responsible for maintenance and repair service for County owned facilities, building modifications, safety, security, utility expenditures and rental services.



The County's Capital Facilities Master Plan is reviewed and updated on a periodic basis. The plan document contains a facilities condition assessment of all buildings, the life expectancy of systems and finishes, and the priority of identified projects. The plan provides information on future facility needs and estimated costs. The County has assigned a portion of the General Fund's available fund balance to build toward the funding for future projects. The Capital Facilities Sub-Committee is tasked with reviewing all proposed projects for funding streams, current and future budgetary impacts, continuity with Board Priorities, community needs, infrastructure sustainability, and maintenance. The Capital Facilities Sub-Committee meets regularly throughout the fiscal year to review current and future projects. Project expenditure and revenue projections are utilized in the budget and considered when projecting future years. Capital expenditures in the major operating funds have ranged from approximately \$3.0 million in fiscal years 2003-2004 to \$12.2 million in fiscal year 2019-2020 and \$7.4 million for 2020-2021, reflecting the county's dedication to sustaining our infrastructure.

Listed below is a sampling of key Infrastructure and Capital Facility projects Facilities Management provided a direct or indirect role during fiscal year 2019/20:

- The Airport implemented a new mobile fuel sales program, using a mobile truck and completed Phase 2 of a perimeter safety project which included filling in a gulch on the northside of the runway.
- Capital Projects managed the construction of the Operations Center Project and coordinated departments' moving into the new Operations Center.
- Implementation of defensible space vegetation management practices on ERAC and County properties.
- Completed four roof renovation projects with a combined budget total of \$700,000.
- Completed the Helling Way Cross Walk realignment project at the Rood Center Campus.
- Moved the Elections warehouse to a new warehouse with increased space and usability.

In FY 2020-21, new major initiatives related to the Public Safety Power Shutoffs and COVID-19 pandemic have taken priority, while continuing to move forward with other important Board-directed priorities and planning for emerging issues. The projects recommended in our 5-Year Capital Improvement Program represent the County's continuing commitment to invest in our facilities for the benefit of the public and employees. County staff remains vigilant in the search for outside grant funding from federal, state, and regional sources to supplement the County's budget and further enhance our facilities and infrastructure. Continued inter-department collaboration will continue to be a priority to ensure capital funding will be allocated appropriately and provide the greatest benefit to the County of Nevada.

Respectfully submitted,

A handwritten signature in blue ink that reads "Justin Drinkwater".

Justin Drinkwater  
Director of Facilities Management

## Overview

To further the County of Nevada’s commitment to provide programs, services and activities in a nondiscriminatory manner for individuals with disabilities, the County of Nevada decided to conduct an updated Americans with Disabilities Act (ADA) and Section 504 Self-evaluation of programs, services, activities, parks and facilities. The updated ADA/504 Self-evaluation provides a current benchmark for accessibility efforts by the County and provides an updated framework for implementation. The goal of the County is that all potential physical and programmatic barriers for accessibility for persons with disabilities are identified and removed.



The ADA/504 Self-evaluation and Transition Plan of policies, procedures, activities, events, and facilities was conducted in 2019-2020 under the direction of a Facilities Project Manager.

Disability Access Consultants, LLC (DAC) was contracted to conduct a comprehensive survey of all County programs, services, activities, polices, buildings, parks, parking lots and public rights-of-way. The scope of work included 38 facilities and parks, 6 linear miles of sidewalk, 3.9 miles of paths, and 239 bus stops.

The current ADA/504 self-evaluation and Transition Plan incorporates recent updates in the ADA, California Building Code and other related standards and regulations. The review included accessibility requirements for the Americans with Disabilities Act (ADA) Title II, the ADA 2010 code updates, the California Building Code, the Manual on Uniform Traffic Control Devices, and the Public Right-of-Way Accessibility Guidelines (PROWAG).

## Purpose

The purpose of the Americans with Disabilities Act (ADA) Title II and Section 504 (504) self-evaluation is to document the results of the County of Nevada’s review of access to programs, services, activities, events, facilities, parks, and public rights-of-way by individuals with disabilities in order to determine if any discriminatory or potentially discriminatory practices, policies or procedures exist that may deny access for individuals with disabilities. This report contains findings and recommendations based on the ADA/504 review of the County of Nevada and includes a review of potential programmatic and physical barriers that may deny access for persons with disabilities. As evidenced by this study and update, the County of Nevada (County) is committed to complying with the tenets of Title II of the Americans with Disabilities Act, Section 504 of the Rehabilitation Act of 1973 (504), and other federal, state statutes and regulations to provide accessibility for persons with disabilities. The update further serves to demonstrate the ongoing compliance efforts by the County.



The County of Nevada contracted with Disability Access Consultants, LLC (DAC) to conduct a review of programs, services, and activities of the County in accordance of Title II of the ADA. County buildings, parks, and public rights-of-way were assessed to update the County of Nevada ADA Self-evaluation and Transition Plan. The study included accessibility requirements for the Americans with Disabilities Act (ADA) Title II, the California Building Code, Caltrans requirements, California Manual on Uniform Traffic Control Devices (CAMUTCD) and the Public Right-of-Way Accessibility Guidelines (PROWAG). The 2010 ADA updates added accessibility requirements for areas such as recreational sites, golf facilities, play areas, recreational boating sites, fishing piers, swimming pools, wading pools, and judicial facilities. Accessibility requirements were also changed for items such as reach range, water closets, and assembly areas. The County of Nevada current plan updates standards and provides safe harbor for those areas and items that were compliant under prior accessibility codes.



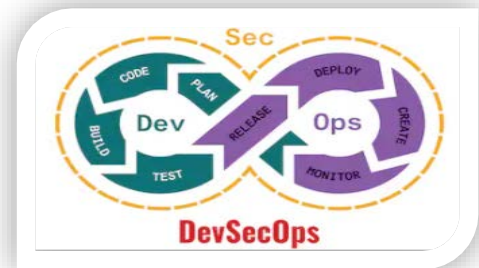
As public input is important to develop and prioritize the plan, the County conducted public outreach as described in the public outreach portion of this document. It is recognized that input from stakeholders is a valuable component of an updated, usable, and realistic plan. As additional input from stakeholders is received, the ADA Coordinator or designated person responsible will evaluate the input and incorporate it into the ADA plan as appropriate.

## Methodology

A County of Nevada staff member was designated to provide oversight representation and direction regarding the study of County programs, services, activities, and events. The Facilities Project Manager was designated as the County staff member to serve as the County contact for the ADA/504 self-evaluation.

Several methods have been used to provide comprehensive input regarding the public’s accessibility to programs, services and activities offered by the County, including:

- A kick-off meeting on December 12, 2018 with the following participants from FREED, Paratransit Services of Nevada County, Facilities Manager-IGS Services, Nevada County Librarian, Nevada County



Building Department, Nevada County Risk Management, Nevada County CEO, Nevada County Clerk of the Board, Nevada County Community Development Agency, Nevada County Counsel, Nevada County Office of Emergency Services, and Nevada County Facilities Department

- Project start date of December 2018 for Phase 1 and March 2019 for Phase II
- Website accessibility review for compliance with WCAG 2.0 AA
- Survey of community members and organizations representing persons with disabilities
- Survey available to staff via the County's InfoNet
- Survey information was placed in the County News on the homepage of the County's website
- Surveys available in multiple languages
- Review of the previous efforts by the County
- Review of policies, procedures, and other documents
- Review of programs, services, activities, and events
- Inspection of County sites, facilities, parks, public rights-of-way, and other areas
- Information posted on the website, newspapers, and other publications
- Public postings and notices requesting input at County locations in conspicuous locations
- Public input

## Results

The following are summary results which have been taken from the DAC ADA Survey. Please note that in some instances a standard operating procedure is provided along with the County's Indicated Compliance. In other instances, the County provided a dollar amount for facilities which need to be maintained to ADA standards according to DAC. A full report can be provided on request.

## Designated ADA and 504 Coordinator

The regulations implementing the ADA and Section 504 (504) require any public entity with fifty (50) or more employees to designate at least one employee to coordinate ADA compliance (28 CFR § 35.107(a)). In addition, federal regulations require public entities to make available to interested persons the name, office address and telephone number of the ADA Coordinator. Furthermore, in providing for notice, a public entity must comply with the requirements for effective communication in Section 35.160.



Nevada County was found in compliance with the Risk Manager as the designated ADA Coordinator for the County of Nevada. His direct contact information is publicly listed and is easily accessible on the County website.

## Grievance and Complaint Procedures

A public entity that employs fifty (50) or more people must adopt and publish grievance procedures and forms which provide for the prompt and equitable resolution of complaints alleging any action that would be prohibited by the ADA (28 CFR § 35.107(b)). The term “grievance procedure” is used by the Department of Justice. County governments may use the term “complaint” or “uniform complaint procedures” which may be identical or very similar.



Nevada County was found in compliance with grievance procedures and forms are publicly posted and easily accessible on the website on the ADA compliance page. Hard copies of the policy and procedures are also available.

## Notice of Rights and Protections Afforded by Title II

The Notice of ADA Provisions includes the rights afforded to persons with disabilities. Public entities are required to provide information to applicants, participants, beneficiaries, employees and other interested persons of the rights and protections afforded by Title II of the ADA (26 CFR §35.106). In providing for notice, a public entity must comply with the requirements for effective communication in Section 35.160. The notice of rights afforded to persons with disabilities includes a nondiscrimination statement and the method to request a reasonable accommodation. The notice is required to include relevant information regarding Title II of the ADA, and how it applies to the programs, services, and activities of the public entity in a nondiscriminatory manner. The notice should include the contact information for the ADA Coordinator.



County of Nevada exceeds compliance regarding the ADA Notice of Nondiscrimination and Rights requirements. A public entity may provide more notice and information than is required, such as the County of Nevada has done by adopting Resolution No. 00-190 and the ADA Policy Statement for the County of Nevada Department of Public Works, Transit Services Division.

## Statement of Accommodations on Public Notices, Agendas and Documents

A public entity must administer services, programs, and activities in the most integrated setting appropriate to the needs of qualified individuals with disabilities, i.e., in a setting that enables individuals with disabilities to interact with nondisabled persons to the fullest extent possible, and that persons with disabilities must be provided the option of declining to accept a particular accommodation (§ 35.130(d)(e)).



County of Nevada is found in partial compliance. Although statements of accommodations existed in some cases, examples of accommodation statements were found to be partially compliant (lacked contact information or the timeframe requested by the County to provide the accommodation) with the requirement to provide a statement of accommodations and notice of the reasonable accommodations policy and procedure.

## Opportunities for Input by the Public and County Staff

The regulations require public entities to provide an opportunity to interested persons and organizations to participate in the self-evaluation process. The public entity must keep records of any problems identified for three years after completion of the self-evaluation (28 CFR §35.105 (a)(b)). The County was found in compliance as the County provided opportunities using different methodologies to solicit input into the plan.

## Access to Programs, Services, Activities and Events

A public entity may not adopt official policies that are discriminatory or engage in practices that are discriminatory. This prohibition applies to policies that are explicitly exclusionary and to those which appear to be neutral but have a discriminatory effect (28 CFR §35.130(b)(3)). Title II of the ADA requires public entities to ensure that all public meetings and events sponsored are readily accessible to persons with disabilities and provide opportunities for participation. Policies and procedures need to ensure that persons with disabilities are provided equal opportunity to access programs, services, and activities of the County. Part 35.149 specifically requires nondiscriminatory practices in order to have program accessibility. The ADA/504 does not specifically state how a public entity provides for accessibility to programs, services, and activities.



County of Nevada was found in partial Compliance as some agendas, public notices and other public-facing documents included a statement of accommodations in order to access a program, service, or activity of the County. Other statements required a 48-hour prior notice to enable the County time to decide to ensure



accessibility to meetings; some notices do not provide any timeframe for advance notice. Individual departmental contact phone numbers are also provided on the some of the agendas and notices.

## Outreach Materials and Activities

The ADA/504 does not specifically state how a public entity provides for accessibility to the County's programs, services, and activities. One method is to disseminate information in a variety of locations and formats to enhance the access to programs, services, and activities of the County.

County of Nevada was found in compliance as outreach materials and activities were found on the website.

## Service Animals

Individuals with disabilities shall be permitted to be accompanied by their service animals in all areas of a public entity's facilities where members of the public, participants in services, programs or activities, or invitees, as relevant, are allowed to go (28 CFR § 35.136(g)).

County of Nevada was found compliant as there is a general policy regarding service animals. The nondiscrimination statement includes confirmation that individuals with service animals are welcome in County offices, even where pets are generally prohibited.



## Other Power-Driven Mobility Devices



A public entity is required to make reasonable modifications to their policies, practices, and procedures when necessary to enable an individual with a disability to use a power-driven mobility device to participate in its services, programs, or activities unless doing so would result in a fundamental alteration of their services, programs, or activities (28 CFR § 35.137(b)).

Noncompliant; it is recommended that the County develop of a policy for Other Power-Driven Mobility Devices.

## Ticketing and Seating



A public entity that sells tickets for a single event or series of events shall modify its policies, practices, or procedures to ensure that individuals with disabilities have an equal opportunity to purchase tickets for accessible seating (28 CFR § 35.138).

The County is in partial compliance as a review of special events applications and permits asked for a site plan to be provided, but it did not ask the provider to describe accessible features, items, and elements for persons with disabilities. Accessible items may include accessible parking, restrooms, seating, and other related features.

## Eligibility Criteria

Public entities cannot use eligibility criteria that tend to exclude or screen out persons with disabilities (28 CFR §35.130(b)(8)).

County of Nevada is in compliance; there is no evidence of discriminatory practices regarding eligibility criteria for access to programs and services.



## Fees and Surcharges

Public entities may not charge a fee or add a surcharge to a fee to cover the cost of making its facilities, programs, services, or activities accessible to persons with disabilities (28 CFR § 35.130(f)).

County of Nevada is in compliance; there is no evidence of additional surcharges or fees charged to individuals with disabilities that were not charged to individuals without disabilities to access programs, services, and activities.



## Emergency Evacuation Procedures

Under Title II of the ADA, emergency programs, services, activities, and facilities must be accessible to people with disabilities and generally may not use eligibility criteria that screen out or tend to screen out people with disabilities. The ADA requires making reasonable modifications to policies, practices, and procedures when necessary to avoid discrimination against a person with a disability. The ADA also requires taking steps necessary to ensure effective communication with people with disabilities. The ADA generally does not require state or local emergency management programs to take actions that would fundamentally alter the nature of a program, service, or activity or impose undue financial and administrative burdens (28 CFR § 35.130(b)(1)) (28 CFR § 35.149). The County is required to plan to meet the needs of persons with disabilities in an emergency and provide access to emergency shelter services.

County of Nevada is found in compliance: Emergency operations are managed by the Nevada County Fire Department in collaboration with the Police Department. The County of Nevada Emergency Operations Center is where centralized emergency management is performed during a disaster. The office of emergency services conducts training, plan development, and community education. 86% of the staff survey respondents stated they have evacuation routes placed at their facility in an accessible location. The County's Emergency Services Department provides brochures regarding "How People with Disabilities or Special Needs Can Prepare for An Emergency."



## Policies for the Use of County Facilities

Under Title II of the ADA, the County is responsible for providing access to its programs, services, and activities in both owned and leased facilities. Leased sites should be accessible and have provisions in the lease to ensure accessibility.

A sample of lease agreements were reviewed for language regarding requirements to lease facilities that are accessible, and it was noted that ADA accessibility provisions were not evident in terms of responsibility of maintenance, repairs, and improvements with oversight to ensure that services are compliant. Agreements, however, state that the Lessee can construct or make improvements with the County's prior written approval. As such, if the County has an approval process to ensure that ADA improvements or remodeling are compliant, there is a higher probability that the improvements will be compliant.



## Special Events and Activities

Special events sponsored by the County are considered a program, service or activity of the County and are required to be accessible in accordance with ADA requirements.

County was found in partial compliance as a detailed Community Event Permit Application developed by the Community Development Agency does not contain information regarding provisions for access by persons with disabilities.



## Contracted Services

Public entities cannot use contract procurement criteria that discriminate against persons with disabilities (28 CFR § 35.130(b) (5)). Contractors should be held to the same nondiscrimination rules that apply to County employees.



The County Executive's Office, in coordination with the Community Development Department, the Planning Commission, Risk Management, and Purchasing Department provide oversight of the contracted services and contractor selection process. The County uses a service called Public Purchasing for the selection process. No discriminatory practices were found from the research concluded regarding the selection process of contractors and contracted services for the County.

## Building and Construction

Each facility or part of a facility constructed by, on behalf of, or for the use of a public entity shall be designed and constructed in such manner that the facility or part of the facility is readily accessible to and usable by persons with disabilities, if the construction was commenced after January 26, 1992 (35.151). Building and construction policies require that the construction of each new facility or part of a facility, or the alteration of existing facilities after January 26, 1992, conforms to the standards designated under the Title II of the ADA regulation. Buildings constructed after January DRAFT County of Nevada ADA-504 Self-evaluation and Transition Plan Executive Summary 40 26, 1992 are considered new buildings and should be compliant with the current accessibility standards and state accessibility standards and requirements at the time of construction.



The County policy is to utilize the applicable federal and state accessibility laws, standards and regulations for construction, remodeling, and major renovations. The County utilizes accessibility standards and regulations that include, but are not limited to, the California Building Code (CBC), the ADA Standards, California Manual on Uniform Traffic Control Devices, Proposed Right-of-way Accessibility Guidelines (PROWAG) and Caltrans standards.

## Maintenance of Accessible Features

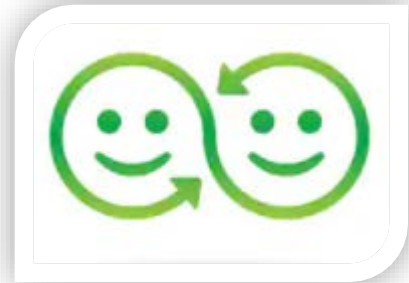


The ADA requires that accessible features be maintained. Accessible features and elements may include examples such as maintaining door pressures, elevators, trimming vegetation so that it does not encroach on accessible paths of travel, maintaining clear areas to access display areas, access to brochures, access to posted agendas and replacing damaged or missing signage.

The County has designated staff to maintain accessible features. Although a specific policy is not evident for the maintenance of accessible features, the County has staff assigned to this duty and demonstrates compliance via County practice.

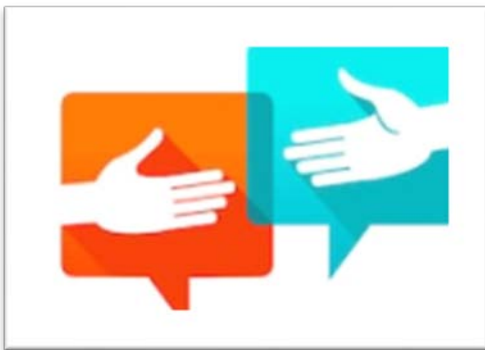
## Equally Effective Communication

Public entities must ensure that applicants, participants, and members of the public with disabilities have communication that is equally effective as that provided to persons without disabilities in accordance with Section 35.160. The County's nondiscrimination notices state "The County will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in the County programs, services, and activities, including qualified sign language interpreters, documents in Braille, and other ways of making information and communications accessible to people who have speech, hearing, or vision impairments."



## Auxiliary Aids, Services and Alternative Formats

Title II of the ADA requires government entities to provide appropriate auxiliary aids and services to ensure effective communication. Information about the location of accessible services, activities, and facilities available in a format that is accessible to people who are deaf or hard of hearing and those who are blind or have low vision. Generally, the requirement to provide an auxiliary aid or service is triggered when a person with a disability requests it.



The nondiscrimination notice states that anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of the County should contact the office of the program, service, or activity coordinator as soon as possible but no later than 48 hours before the scheduled event.

## Qualified Interpreter Services

The definition of “qualified interpreter” includes, but is not limited to, sign language interpreters, oral interpreters, and cued-speech interpreters. Not all interpreters are qualified for all situations. For example, a qualified interpreter who uses American Sign Language (ASL) is not necessarily qualified to interpret orally. In addition, someone with only a basic familiarity with sign language or finger spelling is not qualified, nor is fluent in sign language and is unable to translate spoken communication into ASL or to translate signed communication into spoken words.



The County posts information regarding how to request an accommodation, such as sign-language interpreters, on the website and in selected publications.

## Telecommunications Devices for the Deaf and Hard of Hearing



If a public entity communicates with applicants and beneficiaries by telephone, it should ensure that TDD's or equally effective telecommunication systems are used to communicate with persons with impaired hearing or speech. If a public entity provides telephone emergency services, it should review its policies to ensure direct access to persons who use TDD's/TTY's and computer modems.

The County provided TTY/TDD numbers on the website and in selected documents and selected brochures.

## Assistive Listening Systems

Assistive listening systems should be available for public meetings to ensure effective communication.

The ADA Coordinator and designated County staff can be contacted to request an assistive listening system.



## Alternative Formats



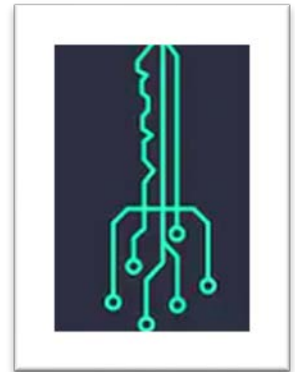
Information regarding programs, services, and activities should be available in alternate formats to assist persons with disabilities and include information on how to request an accommodation. Statements of accommodations and nondiscrimination notices regarding the rights afforded to persons with disabilities should inform persons with disabilities that alternate formats are available.

Partial compliance: some County agendas and notices do not contain statements of accommodations in order to request alternate formats.

## Accessible Fonts and Documents

Some fonts are more accessible for screen readers and printed documents. Use of an accessible font allows text to be transformed into sound through voice synthesizers when using screen readers. Text can also be enlarged by screen enlargement or magnification without any loss of quality. Use of an accessible font with sufficient contrast between the text and the background makes text easier to read for users with low vision and other disabilities such as dyslexia.

The County has established a branding policy for consistency. The policy will also help ensure that fonts used will be accessible, in addition to the contrast with the background.



## Acceptable Terminology



Terminology should be in “person first language” such as person with a disability or individual with a disability instead of “disabled person” or the term “handicapped.” Other negative terms such as retarded, confined to a wheelchair, crippled and handicapped should not be used.

Partial compliance: County publications should be reviewed to see if the word “handicapped” is used. The words “individuals with disabilities” or “persons with disabilities” should replace “handicapped”. The term “disabled person” should also be avoided. Information regarding acceptable terminology in “people first language” should also be provided to County staff. Publications should be updated as they are reprinted. It is understood that the County does not have control over documents that are generated from other jurisdictions.

## Website Accessibility

An updated version of the guidelines (WCAG 2.1) was published on June 5th, 2018. The updates are mainly related to mobile devices, disabilities that affect vision and cognitive function, criteria addressing text spacing, and criteria addressing timeouts and animations from interactions. While public entities are encouraged to begin applying compliance with WCAG 2.1 criteria into their website design, it is not yet the required standard.

The County has a website accessibility statement which is posted on the website. It states, “If you use assistive technology (such as a Braille reader, a screen reader, or TTY) and the format of any material on this website interferes with your ability to access information, please contact us. To enable us to respond in a manner most helpful to you, please indicate the nature of your accessibility problem, the preferred format in which to receive the material, the web address of the requested material and your contact information. Users who need accessibility assistance can also contact us by phone through the Federal Information Relay Service at 1-800-877-8339 for TTY/Voice communication”.



## Social Media

Website accessibility also extends to social media platforms that are used by a Title II entity to deliver information and notices to the public. Content and information created and shared via social media by a Title II entity is required to comply with WCAG 2.0 Level AA requirements. Level AA requirements include all minimum standards of Level A as well. It is the responsibility of the Title II entity to design accessible content that will be shared via a social media platform.



The County uses social media as a form of communication. The accessibility of social media is dependent upon the third-party vendor that provides the service.

## Staff and Community Training

Ongoing compliance with the ADA/504 can only be achieved if County staff and officials receive ongoing and updated training about the rights of persons with disabilities and the obligations of public employees under the ADA/504. Although training is not required by the ADA/504, training regarding the requirements of the ADA and how to assist persons with disabilities are empowered to provide services to all stakeholders in a nondiscriminatory manner.



The County offers training for the staff and public regarding the ADA on a regular basis.

## New Employee and Volunteer Orientation

Although the focus of the ADA Self-evaluation was not on employment, it is important to review employment practices to ensure that they comply with other applicable nondiscrimination requirements, including 504 and the ADA regulation issued by the Equal Employment Opportunity Commission. It is unlawful to discriminate against a qualified applicant based on disability in any aspect of employment including applications, interviewing, testing, hiring, evaluating, compensation, benefits, promotion, discipline, and termination.



Some volunteer applications were able to be filled out and submitted online and others were required to be printed out and turned in by person. Applications should have options for filling them out online or in person or by making an alternate request for an accommodation.

## Distribution and Location of Publications

Publications, documents, and brochures are required to be accessible for individuals with disabilities.

Most publications, brochures and documents are displayed in departments and areas that were accessible for individuals with disabilities.



## DAC Accessibility Survey All Buildings Multi Facility Cost Report

As part of DACs Scope of Work facility reports that include descriptions of potential barriers in the County's buildings and facilities for use in planning and implementing the ADA transition plan. The below indicates a summary of estimated costs based on County Administration building reports. A more detail summary of a specific building can be shared upon request.

<b>Total Estimated Cost</b>	<b>\$11,627,108.52</b>
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## DAC Accessibility Survey Library Multi Facility Cost Report

As part of DACs Scope of Work facility reports that include descriptions of potential barriers in the County's Libraries for use in planning and implementing the ADA transition plan. The below indicates a summary of estimated cost based on Library Facilities building reports. A more detail summary of a specific building can be shared upon request.

<b>Total Estimated Cost</b>	<b>\$952,369.00</b>
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## DAC Accessibility Survey Bus Stops & Shelters Cost Report

As part of DACs Scope of Work facility reports that include descriptions of potential barriers in the County's buildings and facilities for use in planning and implementing the ADA transition plan. The below indicates a summary of estimated cost based on Bus Stops and Shelter reports. A more detail summary of a specific building can be shared upon request.

<b>Total Estimated Cost</b>	<b>\$152,943.76</b>
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## DAC Accessibility Survey Sidewalks & Curb Ramps

As part of DACs Scope of Work facility reports that include descriptions of potential barriers in the County's buildings and facilities for use in planning and implementing the ADA transition plan. The below indicates a summary of estimated cost based on Sidewalks & Curb Ramps. A more detail summary of a specific building can be shared upon request.

<b>Total Estimated Cost</b>	<b>\$217,199.80</b>
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## DAC Conclusion

The County of Nevada has demonstrated an ongoing commitment to provide equal access to its programs, services, and activities to maintain and enhance compliance with the requirements of the Americans with Disabilities Act. The County continues to embrace a concept of full and equal access for all the people it serves. The findings from the updated ADA Self-evaluation and Transition Plan memorializes the County's compliance efforts.

## County Facilities Commitment

County of Nevada Facilities Management is committed to correct any and all ADA issues found in the DAC report and is our top priority. When county facilities are remodeled part of the expenditures in the project budget include needed maintenance to correct any ADA issues that maybe present. Facilities Management commits in each project budget that is under \$160k must use 20% of its budget for needed ADA upgrades. Projects over \$160k must address 100% of the ADA upgrades in the building.

## Capital Facilities Strategies

Facility capital planning remains a challenging task as successful capital management and planning requires balancing critical facility needs with desires. Facilities Management therefore must temper action with wisdom and illustrate a nexus between projects that must be completed versus projects that we would like to complete. Capital projects typically include major operations and maintenance projects. Some examples are system renewal projects, strategic capital projects, and mandated projects. A system renewal project may include replacing the infrastructure of your plumbing or electrical system, making it safer and more efficient.



As a result, Facilities Management focuses strategic decision making around 1) providing County facilities that will serve the most pressing needs of the greatest number of Nevada County citizens and that will enable the County to deliver services cost efficiently to its constituents 2) preserving the physical integrity of the County's valuable capital assets 3) site and design capital facilities so that they will be considered assets to the communities in which they are located 4) maximize utility for County owned or leased property and generate the highest return from the assets 5) incorporate sustainability principles and cost-effective practices into the design and construction of County buildings and other types of capital facilities.

### Strategic Capital Investments

Strategic capital planning is the ongoing process of tying capital investment to strategic and operational plans. This process includes knowing what customers you want to serve, how you will serve them, with what products and services, at what prices and how you will attract them, service them and build lasting relations with them. It also involves attracting the right human capital, partners, and other resources necessary to fulfill a stated purpose.



Facilities Management plans Strategic Capital Investments through 1) considering community, economic, traffic, and transportation needs when making discretionary investments for new facilities 2) assessing policy and fiscal implications of potential major new and expanded capital facilities 3) Emphasize the maintenance of existing facilities as a way to make efficient use of limited financial and physical resources where cost effective 3) analysis of the fiscal impact and financial strategy of major capital projects considered for funding 4) recommend major project-specific capital decisions and budgets first to the Capital Facilities Subcommittee and, subject to their approval, to the Board of Supervisor 5) seek ways to purchase new facilities over leasing facilities where it makes sense to do so considering the program, location, and cost. Such analyses include, but not be limited to, one-

time capital costs, effective life-cycle operating and maintenance costs, revenues from the project, new revenue sources, and costs of not doing the project.

## Renewable Energy and Greenhouse Gas Reduction

A major goal of Facilities Management is to identify ways to meet the County's energy needs with renewable energy sources. Solar, bio-gas, gas turbine, solar hot water, bio fuel and hydro generation will all continue to be evaluated as technologies mature and cost-effectiveness improves. The largest impediment to Nevada County implementing renewable energy projects is the small size of our facilities. Renewable energy projects have not been economical due to the small amount of generation required to service our facilities. The industry is starting to develop smaller renewable energy packages that may benefit Nevada County. With the reduction in energy usage we also receive reduction in greenhouse gas



emissions. This is most evident in projects involving installing florescent lights, and implementing higher efficiency heaters, air conditioners and backup generators. These proposals tie back to the core goals of the Energy Action Plan regarding *Improving Energy Efficiency*, *Expanding Local Renewable Energy* and *Encouraging the Efficiency of Water Resources* by prioritizing needs in both past and future projects.

## Facility Siting

The County continues to seek and locate capital facilities where they are accessible to most of the expected facility users. As a result, Facilities Management encourages the location of new community-based capital facilities, such as libraries, clinics, and human services facilities in areas of concentrated population. Topography, and net useable space is also reviewed when considering available sites. All County-funded capital improvement projects proposed are to be subject to a design review process to ensure quality development. Finally, it is Facilities goal to continue to purchase properties adjacent to the Rood Campus as they become available in order to continue to have room for future growth.



## Relations with Other Public Entities

Work with public, private, and non-profit agencies toward coordinated capital investment planning, including coordinated debt financing strategies is utilized to achieve the goals of the County of Nevada. This includes evaluating public properties when available.

## Relational Funding Policy

The County will work with other jurisdictions in surrounding counties to explore regional funding strategies for capital facilities, particularly for those that serve or benefit citizens throughout the region.

## Sustainable Design and Construction

Facilities Management regularly assess sustainability when developing capital projects, including financing, planning, design, utility, construction, management, renovation, maintenance, and decommissioning. Where applicable, preference is chosen to use recycled products when the cost benefit analysis shows a benefit to the County. Additionally, each project goes through an environmental assessment including efficient use of energy, water, materials waste reduction, protection of environmental quality, and ecologically sensitive site selection and development. We also consider social and health issues in capital facilities development, including protection of worker health, improved indoor environmental quality, and support services in accordance with OSHA and ADA standards. Each facility is also evaluated for local economic health in capital facilities development, including purchase of products and services from locally owned businesses where permitted by applicable laws and regulations and support for local manufacture of sustainable products.



## Inventory of Existing Public Capital Facilities

The County of Nevada is largely rural, with concentrated areas of development. The County has major facilities in the Grass Valley, Nevada City and Truckee areas. Satellite locations for the Library and Sheriff are located in the Lake of the Pines and Lake Wildwood areas. The County currently provides a good countywide system of facilities that are available and accessible for use by County residents. An inventory of these facilities is also contained in Appendix A to this Plan.



Some of the 35 County facilities, such as the Courthouse, Doris Foley Library, and Grass Valley Library date back to the 1800s. From 1986 to 1995 the County increased its inventory of facilities by constructing the Eric Rood Administrative Center, Madelyn Helling Library, Animal Shelter, and Wayne Brown Correctional Facility, and by expanding the Truckee Joseph Center. By 2001, the County had added

the Carl F. Bryan Juvenile Hall, the Facility Services Center (former 49er Fire Station), Crown Point and the Laura Wilcox Memorial Building.

Because of lower property values during the Great Recession the County had purchased the Ranch property (10 acres), Christ Property (26 acres) and the Bear River Mill Property (40 acres) for the future development of County Facilities. In 2020 the County completed the new Operations Center on the Bear River Mill Property. The



site features a 33,000-square-foot pre-engineered main operations building to house administration offices and fleet maintenance operations, 12 equipment bays, a gas-fired emergency generator, water station, a 3,800-square-foot sand barn, a saline solution mix station and car ports.

The County's facility portfolio also includes 32,908 square feet of leased space. As additional space is required, existing spaces are evaluated for maximum use before additional lease space is acquired. A small amount of County space in Truckee is leased out to non-profit organizations and is available for conversion to County use as needed.

## Forecast of Future Needs for Capital Facilities

The fiscal environment of the County has drastically changed since the original 2008 Capital Facilities Master Plan was adopted. Staffing has been reduced from approximately 1,051 full-time equivalent (FTE) personnel in 2002 to 802 FTE in fiscal year 19/20 and 807 FTEs proposed in fiscal year 20/21. Departments have consolidated and many staff have been moved from leased space into County-owned facilities. As a result, the Capital Facilities Needs Assessment is updated annually in order to forecasts future needs based on past and predicted population growth, work space projections, projected lease rates, reimbursement of lease costs, regionalization of departments, financial projections, and other known trends such as inmate population in the correctional facilities. Additional considerations will include flex schedules, shared cubicles and spaces, telework, and evaluation of lease spaces for consolidation efforts.

## Capital Facilities Needs Assessment

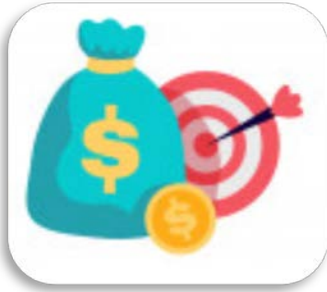
As projects, locations, and capacities of new or expanded capital facilities are contemplated, the County will incorporate new information into the Capital Facilities Needs Assessment. This Plan is updated annually or as needed to prioritize the needs of the County. Upon determination that a project needs to be pursued, Facilities Management will be tasked with evaluation of needs, site selection, and the project plan. Findings will be presented to the Capital Facilities Sub Committee for approval and then forwarded to the Board of Supervisors. Facilities Management will see the project through to fruition.



More important than new or expanded capital facilities is the preservation of existing County facilities. In order to maintain safe and healthy facilities and preserve their longevity, the County needs to be proactive in the maintenance and upgrading of these facilities. At budget preparation time, projects are evaluated based on previous studies and analysis. Projects related to safety, security and accessibility being weighted higher on the annual project list.

## Funding

As part of the County's capital improvement process, the County considers if selected funding sources will be enough to meet the currently identified needs for new or expanded County capital facilities to accommodate planned growth. The County can pursue a number of co-funding and/or financing options that can ease the burden of up-front capital outlays and thus facilitate its capital facilities objectives. On the financing side these options include:



### Certificates of Participation

Certificate of Participation (COP) financing is similar to financing through a lease/purchase in most respects. A COP is a non-voter approved multi-year capital financing with tax-exempt interest to the investor and secured by a lease agreement with the same essential terms and conditions as the lease/purchase financing.

The two main differences between a COP and a lease/purchase are the way that funds are raised and the potential term of the financing. Whereas a lease/purchase is funded from a single investor such as a bank, a COP is structured like a bond issue, with participation interests in the lease payments marketed to the general public. Interest rates are generally lower on a COP issue; however, there are significant costs of issuance that are not incurred in a lease/purchase financing (underwriter's discount, bond counsel, trustee, official statement printing, etc.). Another important difference between the two financing alternatives is the term. Lease/purchase financings generally do not exceed a 15-year term, while COP issues may be as long as 25 to 30 years and are tied to the useful life of the asset being financed. COP payments can be a general fund obligation or secured by other revenue streams.

### Lease/Purchase Financing

Lease/purchase financing is a non-voter-approved form of multi-year capital financing. Essentially, the County finances the acquisition of the facility by making lease payments over a specified term. Lease payments include both principal and interest components, like a loan amortization, and the interest to the investor is exempt from state and federal income tax (resulting in a lower rate). Upon making the final lease payment, or by exercising its purchase option prior to the end of the lease term, the County assumes unencumbered title to the facility. Lease/Purchase financings generally do not exceed a 15-year term.

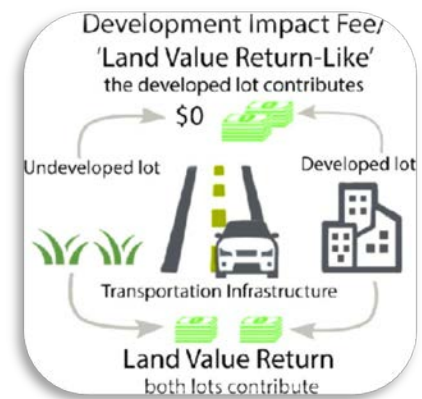


## General Obligation Bonds

A General Obligation (GO) bond is a voter-approved means of multi-year capital financing for real property acquisition and improvements. Payments on the bonds are financed by property taxes. GO bonds are generally the most secure and lowest cost form of county government debt. However, they also generally require approval by 67% of the voters. Exceptions are school/community college projects for which bonds can be issued with only 55% approval under Proposition 39. The life of the bond is usually 20 to 25 years. The County's interest rate on the bonds would be at market rates, which currently are very low. The interest earned from the bonds is tax exempt.

## Development Impact Fees

Development impact fees are one-time fees imposed on new development projects as a condition of approval. The fees are used to pay for capital improvements related to the development. California law does not limit the types of facilities or infrastructure for which development impact fees may be charged. However, the agency charging the impact fee must demonstrate that the amount of the fee does not exceed the proportional cost of facilities needed to mitigate the impact of the development project paying the fees. Normally that requirement is met by preparing a "nexus" study showing the cost of facilities needed to serve the new development and the method by which those costs are allocated to various types and amounts of development. It is important to note that impact fees may not be used to correct existing deficiencies or to subsidize capital facilities that benefit existing residents.



## AB 1600 Fees

Community development fees are a monetary exaction, other than a tax or special assessment, which is charged by a local governmental agency to an applicant in connection with approval of a development project. The purpose of these fees is to defray all or a portion of the cost of public facilities related to the development project.

The legal requirements for enactment of a development impact fee program are set forth in California Government Code sections 66000- 66025 (the "Mitigation Fee Act"), the bulk of which was adopted as 1987's Assembly Bill (AB) 1600 and thus are commonly referred to as "AB 1600 requirements."

## California Infrastructure and Economic Development Bank

The California Infrastructure and Economic Development Bank (I-Bank) is a State of California financing authority that promotes the economic growth, quality of life, and revitalization of California communities through low-cost financing of infrastructure and economic development projects. The I-Bank program includes the Infrastructure State Revolving Fund Program (SRF), which provides low-cost, long-term financing to local governments for a variety of public infrastructure projects. Eligible project categories include city streets, county highways, state highways, drainage, water supply and flood control, educational





facilities, environmental mitigation measures, parks and recreation facilities, port facilities, public transit, sewage collection and treatment, solid waste collection and disposal, water treatment and distribution, defense conversion, public safety facilities, and power and communications facilities.

Loan terms may be for up to 30 years, with an interest rate based on 67% of Thompson's Municipal Market Index for an "A" rated municipal security. Hence, the interest rate is approximately two-thirds of a tax-exempt rate (Lease/Purchase or COP).

There are various criteria used to determine eligibility for a loan, including the project's impact on job creation, the economic and demographic profile of the community, and environmental, housing and other public benefits to be derived from the project.

### **California Energy Commission**

The County used the California Energy Commission low interest loan program to help finance the energy retrofits at the ERAC and WBCF. The California Energy Commission provides loans for financing energy conservation measures at public facilities. Such energy conservation measures include lighting and ballasts, energy management systems, and HVAC and other mechanical retrofits.



## Planning Process and Governance

The Capital Facilities process is managed by the Capital Facilities Sub-Committee (CFSC), which reviews, directs, and guides capital projects. The Capital Facilities Sub-Committee meets regularly throughout the fiscal year to receive updates and review projects. Participants in the Capital Facilities Sub-Committee include members from the Board of Supervisors, County Executive Office, Information and General Services Agency, and as needed the Health and Human Services Agency, Community Development Agency, Public Safety and other departments.

Project expenditure and revenue projections are discussed in the Capital Facilities Sub-Committee and budgeted through the annual budget process or brought to the Board as a separate item as they develop. As new projects are brought forth, they are evaluated for sustainability, reviewed for safety and ADA aspects, funding feasibility, and capacity. The list of projects is maintained for planning purposes and is reviewed with each budget cycle. Capital expenditures in the major operating funds have ranged from approximately \$3.0 million in fiscal years 2003-2004 to \$12.2 million in fiscal year 2019-2020 and \$7.4 million for 2020-2021, reflecting the county's dedication to sustaining our infrastructure. Funding is a mix of Federal, State, and local sources and are subject to availability and successful grant application.

### The CFSC is responsible for:

- Reviewing critical projects
- Comprehensively monitoring all CFSC projects across the County

### Defining Goals

Our goal is to present the information about the County's budget in a format that meets state and federal guidelines and provides easy readability to the citizens of Nevada County. To better assist the reader, project status definitions are found below:

- **In Progress** – active work is being done on the project.
- **On Hold** – significant project work has not started to date or has been put on hold. This is usually due to funding constraints that the county is attempting to address such as mining outside funding.
- **Completed** – The project is completed and implemented.

To further assist the reader project priority category definitions are also found below:

- **Public Safety** - project is for direct public safety related program(s).
- **Regulatory Requirements** – Project is mandated by State/Federal mandate/law/regulation.
- **People / Facility Risk** – Project is addressing a high risk due to people safety; ADA, security, fiscal.
- **Community and Program** – Project are to address an identified community and program need.

These goals were presented to the Board of Supervisors several years ago and the completed goals are still included for continuity



**Goal:** *Provide an adequate and safe animal sheltering facility to meet community needs*

## Project

Improve current Animal Shelter facility

## Scope

Study options (remodel, expansion), collaborate with cities and operator, plan for future investment, and make recommendations to Capital Facility Subcommittee.

## Background

The Animal Shelter Needs Assessment Study was commissioned by the County of Nevada in order to review existing conditions of the both the City of Grass Valley Animal Shelter and the County of Nevada Animal Shelter, establish the feasibility of creating a new “joint use” facility, and establishing a conceptual building program and cost estimate to serve that goal. The County shelter is currently operated through a 3rd party contractor, “Sammie’s Friends.”

Both existing shelters were built with materials and care concepts that were common at the time of construction, with the exception of a recent modular building conversion located at the County facility. While efforts were made to construct good shelters, they are of limited size, and of lower quality materials and finishes than today’s modern shelters. Neither facility has good flow for animal intake, public access and processing, and creates additional work challenges for staff. The County has contracted with a vendor to plan a conceptual design at the Nevada County Animal Shelter site and review the options of renovating part or all of the existing improvements to accommodate the needs of the County and the shelter. This process includes stakeholder meetings resulting with incorporating the feedback into a final conceptual plan.

## Status

In Progress; Stakeholder group formed with cities and operator.

## Category

People/Facility Risk, Community and Program

## Estimated Costs

TBD

## Dependencies

Funding and needs assessment with stakeholders; City of Grass Valley and Board of Supervisors approvals.



**Goal:** *Meet public safety department's changing and current facility needs*

## Project

Jail reconfiguration, Youth Center reuse, Sheriff Operations space.

## Scope

Leverage Youth Center reuse for jail reconfiguration by moving dispatch into unused space.

## Background

Changing jail population demographics, inmate classifications, and medical needs are driving a needed jail facility reconfiguration. More space is needed for medical services and a medical housing section is desirable. The youth Center is greatly underutilized with minimal use with one pod of the three never being utilized since original construction.

Sheriff Operations is located on the Rood Center's second floor which causes ease of 24/7 access issues for staff and the general public. Space is tight and it is desired to relocate dispatch to free up limited space in the jail at its current location. Jail reconfiguration cost estimated at \$25M over ten years ago to meet medical and classification needs, adds one new pod.

Currently dispatch is planned to relocate at the Youth Center's administration section of the building. This project is now in progress. Once the dispatch is relocated, Facilities will evaluate jail medial reconfiguration. Additional future project includes creating more space at the Rood Center to accommodate additional Public Safety needs.

## Status

In Progress; dispatch move to Youth Center is in architectural design and cost estimation stage.

## Category

Public Safety, Regulatory Requirements

## Estimated Costs

TBD

## Dependencies

Social Services would need to move out of the Rood Center to another location for Sheriff Operations expansion/usage. See consolidated Health and Human Services Agency campus goal.



**Goal:** *Make critical County facilities resilient to public safety and other power outages*

## Project

Assess and address backup power needs

## Scope

Emergency power generation at County facilities

## Background

During wildfire seasons, PG&E may turn off electricity in designated areas to lessen the threat of fires. These precautions are called Public Safety Power Shutoffs (PSPS). The recent 2019 PSPS events highlighted the need for County facilities to have more backup power capability and availability to insure the delivery of critical services.

The Local Government PSPS Resiliency Program has been a source of state funds that allow counties to upgrade their back-up power generation systems. County of Nevada is currently in process of upgrading our existing emergency power backup generators.

Additionally, the California Public Utilities Commission created the Self-Generation Incentive Program (SGIP) which provides incentives to support existing, new, and emerging distributed energy resources. Currently County of Nevada is seeking funding for these sources for battery backup for solar generated power.

## Status

In Progress; initial assessment conducted. Facilities management has procured generator for the ERAC with installation scheduled for summer 2021. The County is exploring additional resiliency options and grant opportunities. Recent progress includes getting the Madelyn Helling Library listed as a Community Resource Center.

## Category

Public Safety, People / Facility Risk,

## Estimated Costs

To be refined; majority is grant funded.

## Dependencies

State Funding.



**Goal:** *Provide residents more convenient, efficient, and cost-effective trash, recycling and transfer services*

## Project

McCourtney Road Transfer Station reconfiguration project

## Scope

Completely reconfigure the site and facilities for improved and efficient operations across the board of services being offered there.

## Background

Nevada County's Solid Waste Division is proposing to renovate the McCourtney Road Transfer Station (MRTS) to better serve the community. The McCourtney Road Transfer Station (MRTS) provides solid waste and recycling services for the communities of Grass Valley, Nevada City and the unincorporated areas of western Nevada County, California.

Proposed improvements include: 1) Building a new Public Receiving Area (PRA) building to provide more unloading bays and improve unloading facility capacity and efficiency 2) Adding a new access road and entrance scale facilities to reduce arrival wait time and traffic delays 3) Improving site circulation to provide easier access to the household hazardous waste (HHW) and recyclables buy-back areas and 4) Rearranging the site to provide easier access for green waste unloading and construction demolition debris unloading.

## Status

In Progress; Initial design and cost estimation are anticipate to be completed summer/fall 2021; It is expected to be a two-year process.

## Category

People/Facility Risk; Community and Program

## Estimated Costs

TBD; major funding from Waste Management via franchise agreement.

## Dependencies

Franchise agreement contract drafting and approval.



## **Goal:** *Reconfigure Truckee Joseph Center Campus to meet departments' current and future community needs*

### **Project**

Reconfigure Joseph Center

### **Scope**

Redesign current facility to provide District Attorney and Probation more space.

### **Background**

The Town of Truckee general plan forecasts an annual housing growth rate of 2.4% with a total build out of 17,800 housing units by 2025. Population is estimated to grow from its current 16,553 to 25,280 by 2025. The current seasonal occupancy rate (units that are second homes) is about 46%. The seasonal influx of non-local residents driven by tourism continues to grow and impact county services. A new Truckee Library is needed and outlined under the Library System goals.

As the Town's population increases, the Courts will require more space and will likely move to or build a new facility. The Courts have previously explored a joint Nevada County/Placer County facility for the region. The County could then purchase their 20% equity in the Joseph Center building and use it for future County needs.

A redesign of current facility is needed to provide District Attorney and Probation more space. Possibly move District 5 Supervisor into redesigned space in Justice Center. Currently we are provided support to the local Library advocates and assist them in their efforts as an active partner.

### **Status**

In Progress: Working with Library advocates on new facility; conversation with Hospital on possible lease of vacant lot for parking use. Engaging Architect for soft remodel, security, and ADA enhancement to main building.

### **Category**

Community and Program, People/facility risk

### **Estimated Costs**

TBD

### **Dependencies**

Truckee community library effort.



**Goal:** *Provide adequate “house” facilities for County Health and Human service programs*

## Project

Perform a complete remodel on the Odyssey house

## Scope

Complete interior and exterior remodel and refresh of the Odyssey house including fixtures, systems, and appliances.

## Background

The County owns three houses Odyssey house, Bost house, and Ranch house. The Bost house was recently remodeled in 2017 and received a roof replacement and HVAC upgrade in 2020. The Bost house is currently undergoing an addition to the existing cottage which will more than double the square footage and include an ADA restroom, dorm room, group room, counselor room, and a new deck.

The Ranch house is currently in the architectural design phase for a remodel to expand the residency from a three-bed shared living residency to a six-unit one bed/bath apartment complex.

The Odyssey house is currently in construction to increase the facility by approximately 3,341 square feet, replace the roof, siding, windows, and relocate current parking to allow for adequate staff parking and handicap parking, improve the entrance into the building and correct functional space deficiencies to include the addition of a commercial kitchen, laundry facilities, ADA compliant restrooms, therapy areas, office areas and patient living quarters.

Health and Human Services Agency is also looking at other County owned facilities such as the Bost house for grant and expansion/enhancement needs and opportunities.

## Status

In Progress; HHS applied and received grant funding; design of expansion is taking place.

## Category

People/Facility Risk; Community and Program

## Estimated Costs

\$2.7M; mainly grant funded

## Dependencies

Not Applicable





**Goal:** *Enhance and add Library facilities to meet community needs and Measure A expense plan goals. (Penn Valley Branch)*

## Project

Move the Penn Valley branch to a larger space and provide modern community defined vision.

## Scope

Perform a community focused engagement and design session with Gensler Architect.

## Background

The branch is currently located in about 1,100 sq. ft. retail space and unable to meet community needs. To meet today's patron expectations, libraries must have a newer, open, and "community center" welcoming modern look and feel.

The Penn Valley community has been designing a new community center for many years which they desire to include a library space. Gensler community visioning component completed. New 2,200 sq. ft. space is leased, and demolition completed. Architectural firm has designed plans, finalizing with County building department on ADA and code updates.

## Status

Completed

## Category

Community and Program

## Estimated Costs

Final construction costs were \$616,118.

## Dependencies

Concurrent library facility projects, Library fund balance, and overall staff capacity.



**Goal:** *Enhance and add Library facilities to meet community needs and Measure A expense plan goals. (Truckee Branch)*

## Project

Assist Truckee community with their effort to build a new Library facility.

## Scope

Short term scope is to provide support to the local advocates and assist them in their efforts as an active partner. Long term scope as partner to deliver local library services.

## Background

The Town of Truckee general plan forecasts an annual housing growth rate of 2.4% with a total build out of 17,800 housing units by 2025. Population is estimated to grow from its current 16,553 to 25,280 by 2025. The current seasonal occupancy rate (units that are second homes) is about 46%. The seasonal influx of non-local residents driven by tourism continues to grow and impact county services. A new Truckee Library is needed and outlined under the Library System goals.

The Truckee Library advocates have long wanted a new larger and modern local library. They have plans to run a local capital campaign to accomplish their goal and are currently in discussion with community stakeholders for use of public land.

Currently Facilities will assist Truckee community with their effort to build a new Library facility.

## Status

In Progress; active planning stage, meeting with stakeholders, construction estimate 7-9 years.

## Category

Community and Program

## Estimated Costs

County share TBD as well as revenue source(s), project in the \$25-30 Million range

## Dependencies

Truckee community capital support campaign and land support from local agencies



**Goal:** *Enhance and add Library facilities to meet community needs and Measure A expense plan goals. (Bear River Branch)*

## Project

Evaluate the need and impact to make the branch more accessible to the general public.

## Scope

Perform a community focused engagement to assess the need and desire for increased accessibility.

## Background

The branch is currently collocated in the Bear River High School Library and has been a great model to establish services in South County. The co-location prohibits the general public's ability to visit the branch during school hours. To meet today's patron expectations, libraries must have a newer, open, and "community center" welcoming modern look and feel and be more accessible.

The County is currently exploring rental options in the South County area that would establish a satellite location off the school campus thus expanding access to library resources. A rental location will undergo tenant improvements to ensure best utilization of the site for library and County needs.

## Status

In Progress

## Category

Community and Program

## Estimated Costs

\$900,000

## Dependencies

Impact on co-locations strategies and benefits.



**Goal:** *Enhance and add Library facilities to meet community needs and Measure A expense plan goals. (Grass Valley Branch)*

## Project

Improve Grass Valley facility to better meet community needs and Measure A commitments.

## Scope

Engage stakeholders on needs and vision for the branch. Continue the incremental soft “remodel.”

## Background

The branch is a Carnegie built historic building. To meet today’s patron expectations, libraries must have a newer, open, and “community center” welcoming modern look and feel. The space is cramped, limited and split between two floors which contributes to staffing and security challenges. While there is outside land, there is no outside developed space for programs.

Next step to engage stakeholders, select design options, and develop cost estimates. We will continue the incremental soft “remodel” of interior spaces to make a more open and modern look and feel. It is also planned to develop an outside space that can be used for children and other programs.

Recommendation is concurrent across each library branch and has provided a beneficial analysis in design and scope needs.

## Status

On Hold; Engage Stakeholders. Target to complete in next 2-4 years.

## Category

Community and Program

## Estimated Costs

TBD, estimated in the \$1 Million range.

## Dependencies

Concurrent library facility projects, Library fund balance, and overall staff capacity.



**Goal:** *Enhance and add Library facilities to meet community needs and Measure A expense plan goals. (Nevada City Branch)*

## Project

Remodel Madelyn Helling to provide modern community defined vision space and services.

## Scope

Perform a community focused engagement and design session with Gensler Architect.

## Background

The branch has not been fully redesigned since its original build in the early 90's. To meet today's patron expectations, libraries must have a newer, open and "community center" welcoming modern look and feel.

To meet today's patron expectations, libraries must have a newer, open and "community center" welcoming modern look and feel. County of Nevada Library and Facilities has performed a community focused engagement and design session with Gensler Architect.

Current design session indicates an estimated remodel in the \$1M to \$1.5M range. The proposed remodel will assist the branch in meeting the community's vision and Measure A promise.

Recommendation is concurrent across each library branch and has provided a beneficial analysis in design and scope needs.

## Status

On Hold; Gensler visioning component completed.

## Category

Community and Program

## Estimated Costs

TBD, estimated in the \$1,000,000 to \$1,500,000 range.

## Dependencies

Concurrent library facility projects, Library fund balance, and overall staff capacity.



**Goal:** *Provide for future county owned office building needs 20+ years out*

## Project

Highway 49 Office Building

## Scope

Develop 20K+- sq. ft. office building on site for the U.S. Forest Service for their Tahoe National forest headquarters facility needs.

## Background

The Forest Service is currently in a very antiquated and inadequate office space. They would prefer to stay in the Highway 49 government corridor area and have a new modern space. The County will inevitably have a future need 20 to 30 years out for more general government services office space and will want it in our government Highway 49 designated corridor.

A 22-acre lot was purchased adjacent to the Juvenile Hall on the Highway 49 government corridor for a potential corporation yard site. Approximately 8 to 10 acres are buildable. Currently the U.S. Forest Service would like to build/lease a 20K sq. ft. building on this site. An arrangement could be made in which ownership would revert to the County after 20 years.

Constructing a facility for this purpose could provide a solution to have that space built and paid for when the need presents itself.

## Status

In Progress; Stakeholder group formed with cities and operator.

## Category

Community and Program

## Estimated Costs

TBD

## Dependencies

U.S. Forest Service and BOS approvals.



**Goal:** *Provide County Departments with an affordable and secure storage space*

## Project

Relocate storage from Lot 6 warehouse.

## Scope

Re-inventory ministorage usage and cost by County departments; determine long term approach.

## Background

The current County warehouse is located on Lot 6 and utilized for document archive and general storage. Many County departments rent ministorage space at a high cost as County space alternatives are limited. Currently County departments are reevaluating their storage needs. A study is now being conducted to re-inventory ministorage usage and cost by County departments.

Much of this storage includes physical records which needs to be kept in a safe and secure area. To ensure our plan can accommodate the current and anticipated filing needs we will need to calculate capacity based on existing files, predicted inflow, and predicted outflow.

As a result, we will determine the best long-term approach by building the county owned storage facility vs. lease commercial space meet various departmental needs.

## Status

In Progress; meeting various County Departments regarding storage.

## Category

Community and Program.

## Estimated Costs

TBD

## Dependencies

Lot 6 redevelopment timeline. Fiscal considerations.



**Goal:** *Redevelopment of Lot 6 for the most beneficial use*

## Project

Determine the highest and best use for Lot 6 and initiate a project for that goal.

## Scope

Relocate public works to a new modern facility.

## Background

The Roads, Fleet and Transit Departments have relocated from Lot 6 and into the new Operations Center. Facilities will work with the Purchasing Division to release a Request for Proposal for cleanup and development of hangars or industrial use of the site. This parcel is the last remaining parcel with direct Airport property access. As such the Airport community is highly interested in an aviation centric reuse project.

Staff presented the best use study report at the Board of Supervisor meeting on May 26, 2020. The presentation including the economic study and best use was accepted. The County will continue to use the warehouse for storage, with an increase in utilization from Public Health for medical safety supplies.

Follow-up items include developing a Request for Proposal (RFP) for aviation expansion, evaluate the result of the RFP and return with comprehensive analysis to the BOS, and continue to explore interim use options.

## Status

In Progress; presented plan to Board in 2020, exploring options.

## Category

Community and Program.

## Estimated Costs

\$35,000 for study. Remediation \$1,200,000.

## Dependencies

Redevelopment strategy option to be selected and pursued by BOS.





## **Goal:** *Obtain a modern and efficient Nevada City Courthouse facility*

### **Project**

Assist the Courts and Nevada City with new Courthouse project.

### **Scope**

Assist Courts and City as active partner

### **Background**

The State Judicial Council of California (JCC) has plans for a new western Nevada County courthouse. The City has demonstrated that it is more cost effective to remodel/rebuild on the current location, compared to the State building a new facility elsewhere. It would be desirable for the County to divest its 49% ownership in the current courthouse and be free from the annual maintenance obligation and seismic deficiency liability, and to avoid an empty building situation. County made considerable investment in Nevada City assets for justice departments to be near the courthouse.

Project is dependent on State of California budget allocations. The projects must go through the initial approval process, and then be passed by the State Legislature. The construction timeline could stretch into years.

### **Status**

On Hold. State funding limitations has had this project on hold but may be resurfacing now.

### **Category**

People/Facility Risk, Community and Program

### **Estimated Costs**

\$90,000,000 State Sole Cost; County would receive approximately \$2,500,000 in revenue for sale of 49% equity in current courthouse.

### **Dependencies**

State of California Budget Allocation



## *Goal: Provide Health and Human Services Agency with a consolidated campus*

### **Project**

Consolidate all Health and Human Services Agency operations and staff into one location.

### **Scope**

Pursue opportunities to consolidate staff to a single location.

### **Background**

Health and Human Service Agency staff and operations are spread out between three different western county locations. Efficiencies would be gained, and customer service improved if they were all in a single location.

Facilities Management is pursuing opportunities to consolidate staff to a single location. Brighton Greens is located on 20,000 square feet of land which consolidated 6 previous locations. An estimate of 47,000 square foot campus could be a future option.

A few factors tend to determine whether this will be successful in the near future including conducting a study for Brighton Greens, coordinating outside funding sources, capitalization on land, performing a new space needs assessment in regards to a hybrid workforce, and designing the physical layout of the new facility.

Evaluations include debt ceiling, reimbursements, lease timing and other program considerations.

### **Status**

On Hold: Awaiting future decision and debt ceiling clearance.

### **Category**

Community and Program.

### **Estimated Costs**

\$5,000,000 to \$8,000,000 range.

### **Dependencies**

Economics of state reimbursements, selling Crown Point facility, current lease term timing, other fiscal and program considerations.



## **Goal:** *Achieve 100% electric energy neutrality across County facilities*

### **Project**

Implement energy conservation & generation so that energy generated equals 100% energy utilized.

### **Scope**

Evaluate and pursue projects that can reduce county facility energy usage and/or generate energy.

### **Background**

The Global Warming Solutions Act of 2006, or Assembly Bill 32, is a California State Law that fights global warming by establishing a comprehensive program to reduce greenhouse gas emissions from all sources throughout the state. Ten years after the passage of AB 32, California extended and strengthened the limit on greenhouse gas emissions with the passage of SB 32 in 2016. The state raised its goal for greenhouse gas emissions to 40 percent below 1990 levels by 2030.

The State could implement AB32 guidelines as requirements (or other new requirements) for County facility greenhouse gas reductions. Additionally, public safety power shutoffs (PSPS) continue to be an issue in recent years. Redundancy measures such as battery backup devices coupled with solar energy projects are being investigated. Energy conservation and generation is looked towards a way to increase economic sustainability tool for the County budget.

Currently the County is continuing to investigate the Local Government PSPS Resiliency Program and the Self-Generation Incentive Program for funding this project.

### **Status**

In Progress; Current County energy conservation and generation projects have taken the County into an estimated 75% electricity generation to usage ratio.

### **Category**

Community and Program

### **Estimated Costs**

Estimated at \$350,000 - \$450,000 range. ADA and code requirements are driving cost increases.

### **Dependencies**

Concurrent library facility projects, Library fund balance, and overall staff capacity.



**Goal:** *Provide Public Works with a more functional and efficient road and fleet maintenance facility*

## Project

Nevada County Operations Center

## Scope

Relocate public works to a new modern facility.

## Background

The current Loma Rica facility is very aged with significant maintenance needs, inefficient in design and space, and the location presents seasonal challenges. The site is best suited for other better economic development and/or airport related opportunities.

Activities surrounding this initiative will include construction of a new facility for its Roads Maintenance, Heavy Equipment Repair, Fleet Services, and Transit Services operations. The site improvement area is 9.0 acres on a sloping parcel with terraced levels and retaining walls. Parking for heavy equipment vehicles, full sized buses, transit vans and light-duty trucks are provided in separate parking areas on site. A de-mudding and vehicle wash building are also incorporated into the project to maintain the cleanliness. A sand barn with covered material bins is also incorporated into the project to facilitate winter road care.

The main structure is a pre-engineered metal building that houses administration offices, crew rooms, and fleet maintenance operations. Clerestory windows and skylights sends daylighting to the shop with eight heavy-equipment bays and four light-duty bays. The roof structure of the buildings is designed for future solar panel installations.

## Status

Completed 2020.

## Category

People/facility risk, Community and program.

## Estimated Costs

\$18,000,000

## Dependencies

Not Applicable / Project is completed.



**Goal:** *Provide criminal justice departments more cost effective and efficient office space*

## Project

Co-location for District Attorney, Public Defender and Probation.

## Scope

Move District Attorney, Public Defender and Probation. to County owned facilities

## Background

Aging and inefficient space in Nevada City Courthouse and Annex Building drove the need for individual departments to move out into lease space over the years at high cost, with continued space inefficiencies.

The County of Nevada purchased and remodeled a standalone building in Nevada City for the District Attorney. The County also purchased the existing Probation condo in Nevada City and remodeled to accommodate Public Defender for a co-location.

There is limited space still being leased at the County Court House that is being used for storage. Goals for a new county courthouse and for Lot 6 development for storage use will help encompass the remaining items for this project.

## Status

Completed

## Category

Community and Program

## Estimated Costs

TBD

## Dependencies

With County capital assets in downtown Nevada City, the County has a vested interest in the Courthouse remaining at or close to its current location.

## Overview

In 2016 County of Nevada conducted a confidential report regarding the security of our facilities. Facilities reviewed includes Brighton Greens, Crown Point, The Eric Rood Administrative Center, Lot 6 (Former Public Works Yard), Madelyn Helling Library, Nevada County Airport, Probation Department & Public Defender's Office, Royce Library, Transportation Center, Truckee Joseph Center, and Truckee Library. The study was conducted through the viewpoint of workplace violence prevention defending against active shooters or armed assailants. Below please find a summary of this report including work conducted in conjunction with the Consultant's recommendations.

## Brighton Greens Assessment

### Findings

There are eight specific service providers for this location, all with different security needs based on the clients they see, which makes it more problematic to protect when compared to the Rood Center. As the building gains more use by the staff and the public, senior management from each department at this site should meet regularly with Facilities and Risk Management to discuss their changing needs for the building.



There are a number of offices inside this location which could draw problematic taxpayers, including: CPS, Eligibility, Cal Works, Child Behavioral Health Services, and Veterans Services. There is also a private vendor who provides career services. Some of the people who require these services can be angry, entitled, anxious, and fearful of having their benefits taken away. As such, this building should demand a security posture equivalent to the Rood Center, with security guards, panic alarms, half-height counter glass, and a rapid police response if needed.

### Actions Taken

- Signs posted at Brighton Greens regarding prohibiting weapons; completed 2017.
- Breakroom locks have been installed as of 2017.
- Posted Guards Order and training has occurred in 2017.

## Crown Point Assessment

### Findings

This facility is probably the most important to secure in the County because of the behavioral and public health services offered here. There are several factors in place that make it safe already: an armed security guard in the lobby, who operates a metal detector (and has been there since 2008); a vigilant director and staff, who are aware of the clients they serve; employees who routinely wear their ID badges; room-specific panic alarms; and good access control from the lobby to the interview rooms.



There is no camera in the lobby and the reception glass appears to be bullet-resistant. The exterior building lights and parking lot lighting is sufficient. The IT Server Room appears well-secured with a key lock. As at

similar locations, create a sign-in/sign-out procedure for all employees, vendors, or IT staff who access this room.

## Actions Taken

- Signs posted at Crown Point regarding prohibiting weapons; completed 2017.
- Posted Guards Order and training has occurred in 2017.
- Active shooter training conducted in 2017.
- Training for panic alarms has been completed with protocols implemented in 2017.

## Eric Rood Administrative Center Assessment

### Findings

The two-story Rood Center facility serves as the hub for many County administrative activities, public meetings, and employee-led services. A variety of different departments are housed here, and some are more problematic, as they attract more difficult or entitled members of the public. This includes the Buildings Department, the Tax Collector/Assessor's office, and several Social Services offices.



The fire control system for the building is deemed adequate. There is key card access control throughout much of the building. There are interior and exterior cameras for the facility. The presence of the Sheriff's administrative / investigative offices on the second floor adds another layer of protection and an armed response, which is useful.

Some employees diligently wear their ID badges. ID badges are certainly not a perfect security solution, but they do help responding law enforcement identify employees versus citizens. Visible badges help citizens identify County workers in field situations. They also offer employees a good place to store emergency contact information behind their key-card access badges.

There are reports of occasional problematic citizens who come to the facility, either because they were just let out of the nearby County Jail or they wish to disrupt public meetings held in the Board Chambers and adjacent meeting rooms. Other disturbances include departmental issues such as Social Services disputes.

Offices are still establishing reasonable response protocols for when an employee activates the panic button/duress lighting/tone system. The County also has the ability to conduct zone paging using desk phones. This can be supplemented by a wireless paging system that covers the entire building.

### Actions Taken

- Threats are being reported to Department Heads and Risk Management as recommended. Risk Management continues to follow-up quarterly with each department.
- In 2019 the County contracted with Alertus Technologies, LLC in order to implement an Emergency Alert Notification System.
- Updated Panic Systems in the BOS chamber, County Council, CEO and BOS office area July 2019.
- 2 security cameras were installed at the vulnerable east area of the Rood Center as indicated by Consultant in 2018.
- Training has been conducted regarding the response protocol on panic buttons. Risk Management conducts an annual training and review of procedures.

- Installed consultant's glass barrier recommendation at the Tax Collector's Office as of 2018.
- PA System training was conducted with Department Heads and completed in 2017.
- Signs posted at Eric Rood Administrative Center regarding prohibiting weapons; completed 2017.
- Locks on Board Chambers and TV/Camera rooms corrected in 2017.
- In 2017 card readers in place at entry/exits. Reader in CDA lobby deactivated since it was not necessary to be a secured hallway.
- Posted guards order and training has occurred in 2017.
- In 2017 CDA received 2 key code locks for use of safe rooms.
- Safe Room added for County Counsel 2017.
- Safe Room Added for Human Resources 2017.
- Key code installed at DPW in 2016.

## Lot 6 (Former Public Works Yard)

### Findings

There have been very few incidents of theft from the yard, County trucks, employees' vehicles, or vandalism, transient activity, or trespassers.

Make certain that the onsite managers and supervisors diligently protect any key boxes that hold that fleet vehicle keys. Losing these boxes to theft can be costly to re-key all the affected vehicles. Ideally, these types of boxes should be kept in a small safe on the property at the end of the workday.

Since the facility uses hard keys, this means there is no key control. Consider changing the entry door hard keys on a regular basis.

### Actions Taken

- Public Works has moved to more secure location at the Operations Center.



## Madelyn Helling Library Assessment

### Findings

This facility has a burglar alarm, and seven camera views, which seems sufficient. The foyer camera facing the restrooms is positioned adequately. There is no key control, since most of the staff have hard keys.

The "Code of Conduct," or Policies and Procedures for patron behavior in the Nevada County Library system have not been updated since 2006. As such, they could use new rules about concealed firearms, weapons possession, wi-fi password use, using headphones for videos on their personal tablets, e-cigarettes, loose belongings, cell phone use, food and beverages, hoverboards, and whatever else has evolved as a safety or security concern since the original policies were created and distributed.



### Actions Taken

- Received initial Johnson Controls price to install a card reader system. Working with vendor to revise bid.



- Completed lock addition on doors of storage room to be used as safe room.
- Code of Conduct revised. Large posters printed and on display.

## Nevada County Airport Assessment

### Findings

The biggest security concern is the need for a complete perimeter fence around the airport runway. This may prevent some of the graffiti and tagging that has occurred to the rented hangars recently. Another concern is the vulnerability of the aviation fuel tanks. There is no burglar alarm or cameras for the actual facility. There are cameras at each end of the runway.



### Actions Taken

- Completed perimeter fencing project.
- A camera has been installed at the fuel tank in conjunction with cameras at Loma Rica Yard next to airport.

## Probation Department & Public Defender's Office

### Findings

The current retrofit plan is sufficient. This shared use demands collaboration, the Public Defender seems to want a more open reception area (no glass) and the Probation Department would prefer to use the existing glass wall enclosure for the reception area. Both the second-floor Public Defender's lobby and the third-floor Probation Department lobby could benefit from cameras.



### Actions Taken

- Safe Room has been created 2017.
- Cameras have been installed during the retrofit to the building.

## Royce Library Assessment

### Findings

This two-story building (plus a basement) has a burglar alarm. The end-of-the day closing procedures seem sufficient. Post evacuation maps and the "Emergency Procedures" flip books are located at the main employee workstations.



### Actions Taken

- Code of Conduct revised. Large posters printed and on display.
- There is a plan to update all the NVR's to hold 1-year worth of data. This will be a county wide project and will take Grass Valley Library into account.

## Transportation Center Assessment

### Findings

This facility has a burglar alarm, monitored by Gray Electric. The staff has the alarm codes to gain access. I was told there are few false alarms. The procedures to take the collected fares to the bank are sufficient. Lighting around the building is acceptable. There are no cameras for the facility or the bus storage yard. New razor wire was recently installed around the bus storage yard.



### Actions Taken

- Brackets were mounted on all solar panels at the bus stops.
- Protocol established; training implemented for bus drivers under duress as of 2016.

## Truckee Joseph Center Assessment

### Findings

The court system is a tenant in the building. It has two ground-floor cameras, which is sufficient. There is no burglar alarm on either floor. The fire protection seems sufficient. Since the site offers mental health services on the second floor, near the courtroom, it's important that the visitor/client screening process be more uniform and thorough.



Staff in both offices wear their ID badges regularly. There is key card access to the rooms that need it on this floor. Interview rooms have door buzzers to meet clients from the other side. The staff listens for problematic behaviors during any interview and responds accordingly.

### Actions Taken

- Alarm training conducted 2017 and continues annually.
- Panic system inspected and repaired as of 2017.
- Signage has been updated.

## Truckee Library

### Findings

As with many libraries in California, this site faces the usual issues with homeless or traveling patrons. There is no misuse of the restrooms and there are few of the typical thefts of materials like DVDs and CDs. There are no issues for more theft-sensitive items, like laptops, PCs, or historical books.



### Actions Taken

- Code of Conduct revised. Large posters printed and on display.

# Appendix A: County Facilities

## Overview

Facilities Management plans, constructs, manages and operates Nevada County’s buildings, properties, infrastructure and assets to bring value to the Public, maximizing useful life and economic opportunity, through efficient and effective service delivery and prudent fiscal management.

The department provides maintenance services to assure clean, safe and functionally operative facilities. Basic routine services provided include plant mechanical services, maintenance and repair of heating, ventilating and air conditioning systems, servicing and repair of building hardware, wall, ceiling and floor finishes, roofing, carpeting, painting, carpentry services, janitorial services and grounds maintenance services. The department also provides related services such as repair of departmental equipment and furnishings, processing requests for changes in space allocation in County facilities and special project remodeling work.

In order to provide the Public with a managerial transparency this appendix was included to indicate the buildings and facilities that Nevada County Facilities Management oversees.

## All County Facilities

Below is a summary list of all County of Nevada Facilities.

#	Description	Purpose	Location	Sq. Ft.
1	911 Tower	Radio Communication	925 Maidu Ave, Nevada City	400
2	Airport Hangar	Leased out	13308 Nevada City Ave, Grass Valley	9,600
3	Airport/Terminal	Airport, Transit	13059 John Bauer Ave., Grass Valley	2,992
4	Animal Shelter	Animal Control	14647 McCourtney Rd., Grass Valley	3,924
5	Animal Shelter Modular	Animal Control	14679 McCourtney Rd., Grass Valley	2,160
6	Annex	Courts, DA	201 Church St., Nevada City	40,024
7	Bost House	BH House	145 Bost Ave, Nevada City	5,681
8	Carl F. Bryan II	Youth Center	15434 Highway 49, Nevada City	25,845
9	Courthouse	Courts, DA, Collections	201 Church St., Nevada City	28,792
10	Crown Point Facility	Behav. & Comm. Health	500 Crown Point Circle, Grass Valley	22,400
11	CSU	Crisis Stabilization	145 Glasson Way, Grass Valley	2,240
12	District Attorney Bld.	DA Offices	201 Commercial St., Nevada City	8,175

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#	Description	Purpose	Location	Sq. Ft.
12	Eric Rood Admin Center	Administration	950 Maidu Ave., Nevada City	103,400
13	Facilities Services Center	B&G, Fac. Management	10014 N. Bloomfield Rd., Nevada City	3,370
14	Facilities Services Center	B&G Shop	10014 N. Bloomfield Rd., Nevada City	1,000
15	GV Library	Library	207 Mill Street, Grass Valley	5,961
16	G.V. Vets	Veteran Services	255 S. Auburn St., Grass Valley	28,908
17	Helling Library	Library	980 Helling Way, Nevada City	16,709
18	Laura Wilcox Memorial	Child. Mental H., CPS	208 Sutton Way, Grass Valley	5,939
19	Loma Rica	Record Storage	12548 Loma Rica Dr., Grass Valley	4,640
20	Mc Courtney Rd Trnsfr St	DOTS	14741 Wolf Mtn. Rd, Grass Valley	4,069
21	N.C. Vets	Veteran Services	415 N. Pine St., Nevada City	6,566
22	North Pine	Probation & Public Defender	109 1/2 Pine Street, N.C.	13,686
23	Odyssey House	BH House	10066 N Bloomfield Rd., Nevada City	6,384
24	Odyssey Storage	Storage	10066 N Bloomfield Rd., Nevada City	952
25	Operations Center	Public Works, Fleet, Operations	12350 La Barr Meadows Road	28,326
26	Pump House Rood	Fire, Generator, water	950 Maidu Ave, Nevada City	971
27	The "Ranch House"	Rental	16782 State Hwy. 49	1,417
28	Sheriff's Property Unit	Evidence Storage	15076 Highway 49, Nevada City	5,905
29	S.P.U. Class Rm	Training	15076 Highway 49, Nevada City	960
30	TBD	Shop	12548 Loma Rica Dr., Grass Valley	13,851
31	TBD	Office Trailer	12548 Loma Rica Dr., Grass Valley	1,408
32	Tobiassen Park	Restroom / Park	15159 Wet Hill Rd., Nevada City	100
33	Truckee Govt Center	Sheriff, BOS, OES	10879 Donner Pass Rd. Truckee	6,478

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#	Description	Purpose	Location	Sq. Ft.
34	Truckee Joseph Bldg	Truckee Administration	10075 Levone Ave Truckee	23,732
35	Truckee Library	Library	10031 Levone Ave, Truckee	4,564
36	Warehouse Facility	Purchasing Surplus	10020 E. Broad St, Nevada City	2,621
37	Wayne Brown Corr.	Jail	925 Maidu Ave, Nevada City	69,086
<b>Total Square Footage</b>				<b>513,236</b>

## Leased County Facilities

Below is a summary list of all Leased County of Nevada Facilities. This list does not include storage units.

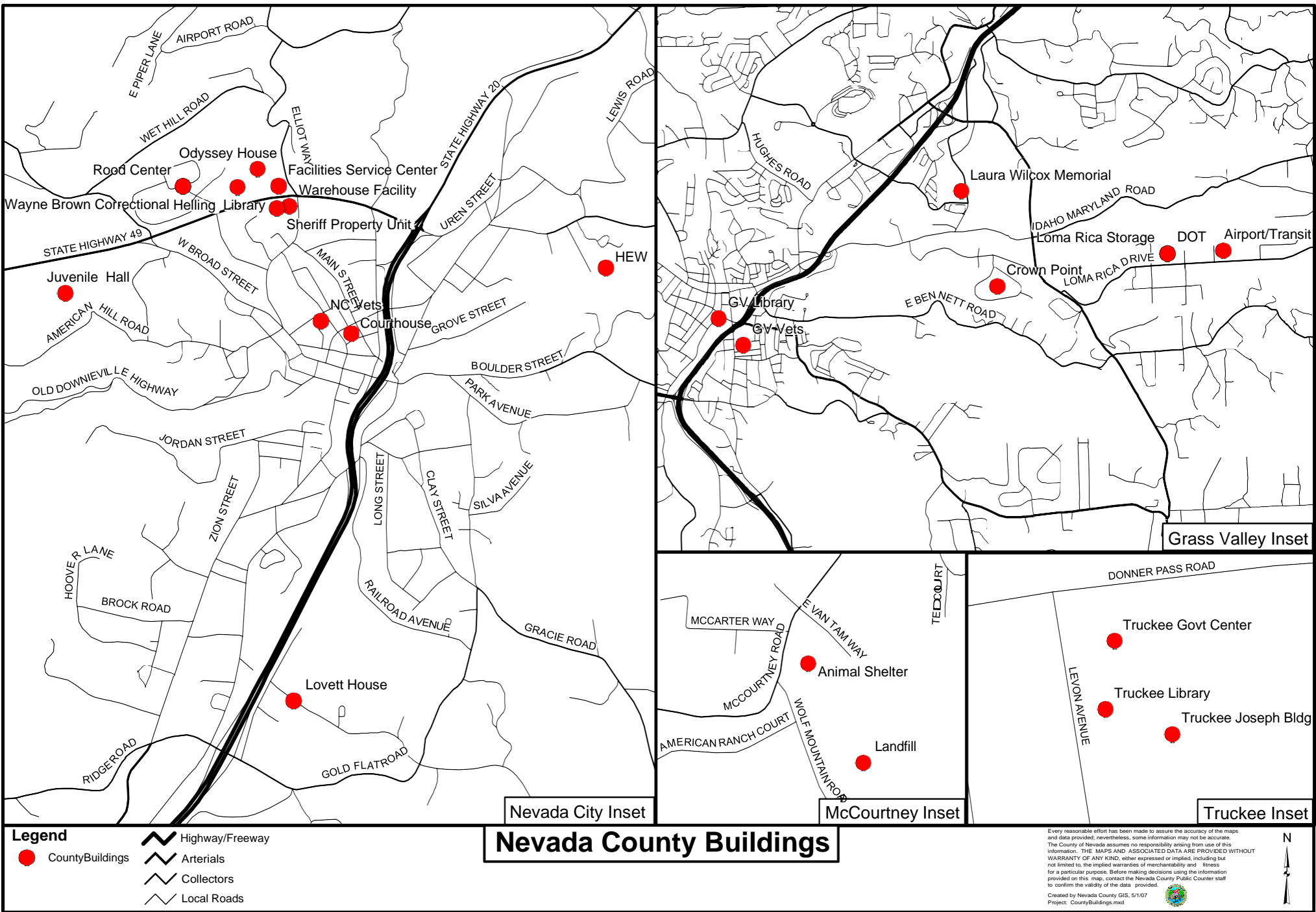
#	Description	Purpose	Location	Sq. Ft.
1	Brighton Greens	Social Services	988 McCourtney Rd, GV	20,000
2	Elections Warehouse	Warehouse	333 Crown Point Circle, Suite 100	2,316
3	Library	Satellite	Bear River High School	5,304
4	Library	Satellite	11336 Pleasant Valley Rd., P.V.	1,365
5	Library	Historical (Foley)	211 North Pine St., N.C.	5,466
6	Sheriff	Satellite Office	10556 Combie Rd., Auburn	170
7	Sheriff	Satellite Office	18847 Oak Tree Road, NSJ	225
8	Sheriff	Satellite Office	11352 Pleasant Valley Rd., P.V.	378
<b>Total Square Footage</b>				<b>35,224</b>

# Appendix A: County Facilities

## Leased Out Properties

Below is a summary list of all Facilities the County of Nevada Leases.

#	Description	Purpose	Location	Sq. Ft.
1	Airport Cell Tower	Cell tower	Nevada County Airport	-
2	Airport Hangar	Leased out	13308 Nevada City Ave, Grass Valley	9,600
3	Crown Point	Turning Point	500 Crown Point Circle, Grass Valley	3,848
4	Eric Rood Administrative Center	LAFCO, Cafeteria	950 Maidu Ave., Nevada City	441
5	Joseph Center	Courts 2nd Floor, & NPOs	10075 Levon Ave, Truckee	2,389
6	The "Ranch House"	Rental	16782 State Hwy. 49	1,417
7	Tree Cell Tower	Cell tower, Various Co.	980 Helling Way, Nevada City	2,500
<b>Total Square Footage</b>				<b>20,195</b>



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