



**COUNTY OF NEVADA**  
**COMMUNITY DEVELOPMENT AGENCY**

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Trisha Tillotson, Agency Director

Agricultural Commissioner   Building   Environmental Health   Economic Development   Planning   Public Works

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

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**MEETING DATE:** August 8, 2023  
**TO:** Board of Supervisors  
**FROM:** Trisha Tillotson, CDA Director  
**SUBJECT:** Resolution Approving a Contract Between the County of Nevada and Sierra Business Council (SBC) for Economic Development Program Management Services for a Maximum Contract Amount of \$178,300 and Authorizing the Chair of The Board to Execute the Contract

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**RECOMMENDATION:** Staff recommends that the Board of Supervisors adopt the resolution.

**FUNDING:** Funds are included in the FY2023/24 Economic Development Budget. There is no additional impact to the General Fund.

**BACKGROUND:** On January 24, 2020, the Board of Supervisors directed staff to conduct a Request for Proposal to obtain a vendor for economic development management services. On June 11, 2020, the Board adopted Resolution 20-283 approving the contract with Sierra Business Council (SBC) for economic development program management services countywide that included Business Technical Assistance; Warm Handoff Coordination; Inclusive Business Collaboration; and Rural Broadband Expansion in the maximum amount of \$165,000. While the contract has been renewed for two (2) years, both parties desire to refine the contract deliverables and strike a new contract. See the contract history below:

Resolution 20-283 Original Contract, FY20/21:	\$165,000
Resolution 21-277 Amendment 1 FY21/22:	\$178,300
Resolution 22-319 Amendment 2 FY22/23:	\$178,300
Proposed FY23/24 Contract:	\$178,300

For the past year, the Sierra Business Council has partnered with Nevada County's newly formed office on economic recovery and growth. Highlights of the past year included:

- SBC provided technical assistance at no cost to small businesses, including 1,305 hours of one-on-one business counseling to 358 unique businesses.
- SBC hosted 104 virtual and live workshops on various topics (Business Plan Development, Digital Marketing, Access to Capital, Quickbooks, Financial modeling).

- SBC sponsored the development and hosting of three eight-part Business Creator series and accountability groups with Sierra Commons.
- SBC assisted 41 businesses to access over \$2.2 million in capital.
- SBC represented Nevada County with Valley Vision for the California Economic Resilience Fund (CERF) program and RFP and is collaborating with the ERC as a sub-convenor representative for Nevada County.
- SBC completed a survey to support the update to the Comprehensive Economic Development Study (CEDS) with 278 Nevada County responses.
- SBC sponsored and participated in the Economic Resource Council's annual conference.
- SBC California Green Business program certified seven businesses.
- SBC partnered with the County to support Broadband expansion, including managing the "Last-Mile Broadband Grant Program", line extension program and direct technical assistance to four ISPs for access to capital.
- SBC collaborated with the County and the California Emerging Technology Fund to implement a programmatic EIR for broadband.
- SBC updated the Nevada County Broadband Strategic Plan.
- SBC worked with eastern county special district TDPUD and Town of Truckee to define a scoping study for four broadband expansion models including the potential for municipal broadband.
- SBC participated in multiple MAC meetings and informal neighborhood associations for broadband expansion.
- SBC provided government affairs and advocacy support for affordable housing, broadband, responsible recreation, wildfire resilience, forest and watershed protection, and climate resilience project implementation through the AB32 update.
- SBC assisted Nevada County with submission of an Adaptation Planning Grant.

Staff recommends the Board adopt the attached resolution approving the contract between the County of Nevada and Sierra Business Council for Economic Development Program Management Services for fiscal year 2023-24 of \$178,300 and authorizing the Chair of the Board to execute the Agreement. This contract is valid for a term of one year, through June 30, 2024.

**Item Initiated by:** Kimberly Parker, Program Manager, Economic Development

**Approved by:** Trisha Tillotson, Community Development Agency Director

Submittal Date:

Revision Date: