



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

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Sean Powers
Community Development Agency Director

Craig Griesbach
Building Director

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

MEETING DATE: June 19, 2018

TO: Board of Supervisors

FROM: **Craig Griesbach, Building Director**

SUBJECT: Resolution approving a renewal Agreement between the County of Nevada and City of Grass Valley for the County to provide building inspection, plan review and other related building services to the City of Grass Valley.

RECOMMENDATION: Approve the attached contract and resolution

FUNDING: This contract will provide revenue to the FY 2018-19 Building Department budget to offset the costs of providing these services. There will not be any impact to the General Fund.

ATTACHMENTS:

- Resolution
- Signed Building Services Agreement dated July 1, 2018

BACKGROUND: On August 18, 2014 the County entered into a contract with the City of Grass Valley to provide building inspection, plan review and other related building services. This contract expires on June 30, 2018.

If the contract renewal is approved, the County Building Department will continue to provide a wide range of building services on an as-needed basis for the City. Staff will conduct building inspections, basic plan reviews, assist with customers and also assist with building related code enforcement on an as-needed basis. Revenue received from the City will be used for full cost recovery of the staff time used within the Building Department. The projection of revenue from this contract is included in the departments 2018-19 budget.

On May 22, 2018 the agreement was presented to the Grass Valley City Council and was unanimously approved; the signed agreement is attached to this staff report. The agreement is proposed through June 30, 2019. The specific list of services that will be provided is shown in

Section 3 of the Agreement. Staff believes that the Building Department will be able to continue to provide building related services efficiently and effectively that will improve customer service overall for both the County and City.

Item Initiated and Approved by: Craig Griesbach, Director of Building