



City of Grass Valley
City Council
Agenda Action Sheet

Title: Updated Job Description for Fire Engineer and Fire Captain

CEQA: Not a Project

Recommendation: That Council approve the updated job descriptions for Fire Engineer and Fire Captain, subject to legal review.

Prepared by: Mark Buttron- Fire Chief

Council Meeting Date: 07/23/2025

Date Prepared: 08/12/2025

Agenda: Consent

Background Information: Job descriptions are routinely updated as training, expectations, and level of service increase. The updated description brings into alignment the qualifications, duties, and responsibilities of the Fire Engineer and Fire Captain with the professional expectations of the City of Grass Valley Fire Department. The changes have been underlined for reference.

Council Goals/Objectives: Exceptional Public Safety consistent with the City of Grass Valley Strategic Plan

Fiscal Impact: None

Funds Available: N/A

Account #: N/A

Reviewed by:

Attachments: Fire Engineer Job Description
Fire Captain Job Description