



City of Grass Valley  
City Council  
Agenda Action Sheet

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**Title:** Job Description Approval - Community Development Director

**Recommendation:** That Council approve a revised job description for the position of the Community Development Director.

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**Prepared by:** Timothy M. Kiser, City Manager

**Council Meeting Date:** 02/14/2023

**Date Prepared:** 02/09/2023

**Agenda:** Consent

**Background Information:** With the soliciting of a replacement for the Community Development Director, staff is looking to update the existing job description to reflect current requirements. The updated job description for the Community Development Director is attached for Council review and approval.

**Council Goals/Objectives:** This action executes portions of work tasks towards achieving/maintaining Strategic Plan objectives of Productive and Efficient Workforce.

**Fiscal Impact:** There would be no significant salary impacts as this would fill a vacant position.

**Funds Available:** Yes

**Account #:** Various

**Reviewed by:** Tim Kiser, City Manager

**Attachments:**

1. Job Descriptions for Community Development Director