



City of Grass Valley City Council Agenda Action Sheet

Title: Community Risk Reduction Manager

CEQA: Not a Project

Recommendation: That Council 1) review and approve the job description and associated salary schedule for the Community Risk Reduction Manager, subject to legal review; 2) approve adding the Community Risk Reduction Manager to the allotted/authorized City positions; 3) review the proposed agreements (including Appendix A) for the Community Risk Reduction Manager position; 4) authorize the City Manager to execute the Community Risk Reduction Manager agreement subject to legal review; and 5) authorize the Administrative Services Director to make any necessary budget adjustments and/or amendments to complete these actions.

Prepared by: Timothy Kiser, City Manager

Council Meeting Date: 11/12/2024

Date Prepared: 11/7/2024

Agenda: Consent

Background Information: On March 5, the citizens of Grass Valley narrowly approved Measure B, underscoring the need for the City's commitment to transparency and accountability. The City Council remains dedicated to serving the community's best interests, a commitment consistently demonstrated through our previous work with Measure E. Based on the State's determination, Measure B took effect on October 1, 2024. This will generate approximately \$2 million, or about 75% of the estimated annual revenue, for Fiscal Year 2024/25.

On August 22, 2024, the City Council approved the initial expenditure plan for Measure B, as confirmed by the Citizen Oversight Committee. This included an allocation of \$266,000 for hiring a consultant to implement a vegetation management and inspection program, along with covering a portion of the masticator operator's salary. However, after soliciting proposals, the City received only one response. Following a thorough review, staff has determined that hiring a Community Risk Reduction Manager to oversee vegetation management inspections and mitigation programs would be a more cost-effective and beneficial approach.

After funding a portion of the masticator operator's salary, staff proposes using the remaining funds to support the Community Risk Reduction Manager position and several temporary positions to conduct initial property inspections. This new position will provide increased flexibility and enhanced oversight of Measure B.

An update from the Measure B Meeting on Tuesday, November 12, 2024, will be provided regarding this proposed position.

Council Goals/Objectives: This item executes portions of work tasks towards achieving/maintaining the Strategic Plan - High Performance Government & Quality Service and Productive and Efficient Workforce.

Fiscal Impact: Measure B has sufficient funds for this action and was consistent with the original expenditure plan for Measure B.

Funds Available: Yes

Account #: Various

Reviewed by: __ City Manager

Attachments:

1. Job Description for Community Risk Reduction Manager
2. Proposed agreement including Appendix A