



**REGULAR CITY COUNCIL MEETING
MEETING AGENDA
WEDNESDAY, NOVEMBER 9, 2016**

**Closed Session Meeting – 5:45 PM
Regular Meeting - 6:30 PM**

**City Hall – Beryl P. Robinson, Jr. Conference Room
317 Broad Street, Nevada City, CA 95959**

MISSION STATEMENT

The City of Nevada City is dedicated to preserving and enhancing its small town character and historical architecture while providing quality public services for our current and future residents, businesses and visitors.

Evans Phelps, Mayor

**Reinette Senum, Council Member
David Parker, Council Member**

**Duane Strawser, Vice Mayor
Valerie Moberg, Council Member**

The City Council welcomes you to its meetings which are scheduled at 6:30 PM on the 2nd and 4th Wednesdays of each month. Your interest is encouraged and appreciated. This meeting is recorded on DVD and is televised on local public television Channel 17. Other special accommodations may be requested to the City Clerk 72 hours in advance of the meeting. Please turn off all cell phones or similar devices. Action may be taken on any agenda item. Agenda notices are available at City Hall. Materials related to an item on this Agenda submitted to the Council after distribution of the agenda packet are available for public inspection in the City Hall at 317 Broad Street, Nevada City, CA during normal business hours.

ANY MEMBER OF THE PUBLIC DESIRING TO ADDRESS THE COUNCIL ON ANY ITEM ON THIS AGENDA: After receiving recognition from the Mayor, give your name and address, and then your comments or questions. Please direct your remarks to the Councilmembers. In order that all interested parties have an opportunity to speak, please limit your comments to the specific item under discussion. All citizens will be afforded an opportunity to speak, consistent with their Constitutional rights. Time limits shall be at the Mayor's discretion. **IF YOU CHALLENGE** the Council's decision on any matter in court, you will be limited to raising only those issues you or someone else raised at the meeting or Public Hearing described on this agenda, or in written correspondence delivered to the City Council at, or prior to, the meeting or Public Hearing.

CLOSED SESSION MEETING – 5:45 PM

- 1. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION**
pursuant to Government Code §54956.9 – Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: 1 potential case.

REGULAR MEETING – 6:30 PM - Call to Order

Roll Call: Moberg, Parker, Senum, Vice Mayor Strawser, & Mayor Phelps

PLEDGE OF ALLEGIANCE

PROCLAMATION: Nisenan Heritage Day – November 12, 2016

PRESENTATION:

BUSINESS FROM THE FLOOR

1. PUBLIC COMMENT

Under Government Code Section 54954.3, members of the public are entitled to address the City Council concerning any item within the Nevada City Council's subject matter jurisdiction. Comments on items NOT ON THE AGENDA are welcome at this time. Normally, public comments are limited to no more than three minutes each. **Except for certain specific exceptions, the City Council is prohibited from discussing or taking action on any item not appearing on the posted agenda.**

2. COUNCIL MEMBERS REQUESTED ITEMS AND COMMITTEE REPORTS:

3. CONSENT ITEMS:

All matters listed under the Consent Calendar are to be considered routine by the City Council and will be enacted by one motion in the form listed. There will be no separate discussion of these items unless, before the City Council votes on the motion to adopt, members of the Council, City staff or the public request specific items to be removed from the Consent Calendar for separate discussion and action.

A. Subject: Notice of Completion for the Washington County Water District Relief Hill Road Pressure Improvements

Recommendation: Pass Resolution 2016-XX approving a Notice of Completion for the Relief Hill Road Pressure Improvement Project and authorize Mayor to sign.

B. Subject: Interim Staffing at Nevada City Water and Wastewater Treatment Plants

Recommendation: Pass a Motion approving Amendment No. 2 to City agreement with Fishers Wastewater Services in amount not to exceed \$5,000 to provide interim management staffing for the City's water and wastewater plants.

4. APPROVAL OF ACTION MINUTES:

A. City Council Meeting – October 26, 2016

B. Special Council Meeting – October 18, 2016

5. DEPARTMENT REQUESTED ACTION ITEMS AND UPDATE REPORTS:

A. Subject: Monthly Update on City Council Six-Month Strategic Objectives

Recommendation: Receive and file.

B. Subject: Deer Creek Tribute Trail System Nomenclature

Recommendation: Approve trail and section names for areas of the Deer Creek Tribute Trail System that are within City limits and on City property.

C. Subject: November 8, 2016 Election Update (Oral Report)

Recommendation: Receive and file.

6. PUBLIC HEARINGS:

7. OLD BUSINESS:

8. NEW BUSINESS:

- A. Subject:** Wild and Scenic Film Festival Street Closure Request
Recommendation: Review and authorize Wild and Scenic Film Festival street closure request per application.
- B. Subject:** Proposed Nevada City Hotel Investment Incentive Program
Recommendation: Review and provide direction to the City Manager.
- C. Subject:** Presentation of Framework for Developing a Plan to Reduce Homelessness
Recommendation: Review and provide direction to the City Manager.
- D. Subject:** Proposal for a Second Pilot Project for Overhead Lights on Lower Commercial Street
Recommendation: Authorize Nevada City Chamber of Commerce to extend the Lower Commercial Street overhead lights with recommended conditions.

9. CORRESPONDENCE:

10. ANNOUNCEMENTS:

11. CITY MANAGER’S REPORT:

12. ADJOURNMENT

Certification of Posting of Agenda

I, Corey Shaver, Administrative Supervisor for the City of Nevada City, declare that the foregoing agenda for the November 9, 2016 Regular Meeting of the Nevada City City Council was posted November 3, 2016 at the office of the City of Nevada City (City Hall). The agenda is also posted on the City’s website www.nevadacityca.gov.

Signed November 3, 2016 at Nevada City, California

_____, Corey Shaver, Administrative Supervisor

**CITY OF NEVADA CITY
City Council
Long Range Calendar**

November 16, 2016	Special Council Meeting – Nevada Street Bridge Design Options
November 30, 2016	Regular Council Meeting (Note Changed Date)
December 14, 2016	Regular Council Meeting
December 28, 2016	Meeting Canceled

NOTE: This list is for planning purposes; items may shift depending on timing and capacity of a meeting.

NOTICE: *As presiding officer, the Mayor has the authority to preserve order at all City Council meetings, to remove or cause the removal of any person from any such meeting for disorderly conduct, or for making personal, impertinent, or slanderous remarks, using profanity, or becoming boisterous, threatening or personally abusive while addressing said Council and to enforce the rules of the Council.*

REPORT TO CITY COUNCIL

City of Nevada City
317 Broad Street
Nevada City, CA 95959
www.nevadacityca.gov

November 9, 2016

TITLE: Notice of Completion for the Washington County Water District Relief Hill Road Pressure Improvements

RECOMMENDATION: Pass Resolution 2016-XX approving a Notice of Completion for the Relief Hill Road Pressure Improvement project and authorize Mayor to sign.

CONTACT: William J. Falconi, Consulting City Engineer

BACKGROUND / DISCUSSION: The City awarded a contract to Heart P Four, Grass Valley, CA for the Relief Hill Road Pressure Improvements for the Washington County Water District in Washington, CA, 95986.

Staff is recommending the City Council pass a resolution approving a Notice of Completion for the project.

FISCAL IMPACT: The project was funded with Proposition 84 funds.

ATTACHMENTS:

- ✓ Resolution 2016-XX Notice of Completion and Authorize Mayor to Sign
- ✓ Notice of Completion & Exhibit A

RESOLUTION NO. 2016-XX

**A RESOLUTION OF THE CITY OF NEVADA CITY
AUTHORIZING THE MAYOR TO SIGN A NOTICE OF COMPLETION**

IT IS HEREBY RESOLVED by the City Council of the City of Nevada City that the Mayor is authorized to sign a "Notice of Completion", a copy of which is attached hereto and labeled "Exhibit A" which completes the construction of the Relief Hill Road Pressure Improvements project for the Washington County Water District, Washington, CA 95986.

IT IS FURTHER RESOLVED that the City Clerk is authorized to file said "Notice of Completion", Exhibit A (attached) with the Nevada County Recorder's Office.

PASSED AND ADOPTED at a regular scheduled meeting of the City Council held on this 9th day of November, 2016 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Evans Phelps, Mayor

ATTEST:

Niel Locke, City Clerk

EXHIBIT A

RECORDING REQUESTED BY and
WHEN RECORDING MAIL TO:

DEPUTY CITY CLERK
CITY OF NEVADA CITY
317 Broad Street
Nevada City, CA 95959

SPACE ABOVE THIS LINE FOR DEPUTY CITY CLERK'S USE ONLY

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN THAT:

1. That the undersigned is OWNER or agent of the OWNER of the interest of estate stated below in the property hereinafter described.
2. The FULL NAME of the OWNER is the Washington County Water District
3. The FULL ADDRESS of the OWNER is: P.O. Box 34, Washington, CA 95986
4. The nature of the INTEREST or Estate of the undersigned is: **FEE**
5. A work of improvement on the property hereinafter described was COMPLETED: September 1, 2016
6. The work completed is described as: Washington County Water District Relief Hill Pressure Improvements
7. The NAME OF THE ORIGINAL CONTRACTOR, if any, for such work of improvement is: Heart P. Four
8. The location of said project work is: Relief Hill Road, Washington CA
9. The property of which said work of improvement was completed in the Town of Washington County District State of California and is described as follows: Relief Hill Road Pressure Improvements.

City of Nevada City
Owner

by: _____
Evans Phelps, Mayor

"I certify under penalty of perjury that the foregoing is true and correct."

(Date and Place)

(Signature)

REPORT TO CITY COUNCIL

City of Nevada City
317 Broad Street
Nevada City, CA 95959
www.nevadacityca.gov

November 9, 2016

TITLE: Interim Staffing at Nevada City Water and Wastewater Treatment Plants

RECOMMENDATION: Pass a Motion approving Amendment No. 2 to City agreement with Fishers Wastewater Services in amount not to exceed \$5,000 to provide interim management staffing for the City's water and wastewater plants.

CONTACT: Mark Prestwich, City Manager

BACKGROUND / DISCUSSION: Due to an unanticipated staffing vacancy at the City's water and wastewater treatment plants that occurred September 28, 2016, the City required the immediate services of qualified Grade 3 operators to assist with management of these critical facilities and to comply with State regulations. On September 29, 2016, the City Manager entered into an agreement with Fishers Wastewater Services in an amount not to exceed \$11,000 to provide temporary staffing assistance. The City Council ratified this agreement at their October 12 meeting. Amendment No. 1 extended interim staffing services through November 9. Proposed Amendment No. 2 in the amount of \$5,000 will extend services through November 30.

ENVIRONMENTAL CONSIDERATIONS: The City has operational, maintenance and reporting responsibilities to the State Water Resources Control Board and Department of Public Health. The addition of temporary staffing will facilitate the City's ability to meet its responsibilities.

FISCAL IMPACT: Fishers Wastewater Services bills at \$80 per hour.

ATTACHMENT:

✓ Amendment No. 2

**AMENDMENT NO. 2 TO
CITY OF NEVADA CITY AND
FISHERS WASTEWATER SERVICES AGREEMENT**

This Amendment No. 2 to City of Nevada City and Fishers Wastewater Agreement for water and wastewater services ("Amendment") is made and entered into effective as of November 9, 2016 ("Effective Date") by and between the City of Nevada City (City) and Fishers Wastewater Services (Contractor). The City and Contractor are hereinafter referred to as "Parties".

1. **Payment:** Amendment No. 2 shall include an additional \$5,000 to provide interim management staffing services through the extended agreement term below, bringing the total not to exceed amount of the agreement to \$24,000.
2. The "Contract Term" Section is hereby amended to read, in its entirety:

Contract Term: The term of the agreement will commence September 29, 2016 and terminate November 30, 2016.

IN WITNESS WHEREOF, this agreement has been amended by the parties hereto, upon the date first above written.

CITY OF NEVADA CITY

CONTRACTOR

Dept: _____

Contractor: _____

By: _____

By: _____

Printed Name: _____

Printed Name: _____

Title: _____

Title: _____

CITY OF NEVADA CITY
DRAFT ACTION MINUTES
REGULAR CITY COUNCIL MEETING OF OCTOBER 26, 2016

NOTE: This meeting is available to view on the City's website www.nevadacityca.gov – Go to **Quick Links** and Click on **Agendas & Minutes** and find the Archived Videos in the middle of the screen. Select the meeting date and Click on **Video** to watch the meeting. For website assistance, please contact Corey Shaver, Deputy City Clerk at (530) 265-2496, ext 133.

- City Council Meetings are available on DVD. To order, contact City Hall - cost is \$15.00 per DVD.
- Closed Session Meetings are not recorded.

CLOSED SESSION MEETING – 6:00 PM

Pursuant to Government Code Section 54956.8 a closed session is requested with negotiators City Manager Mark Prestwich, Assistant City Manager Catrina Olson, City Engineer Bryan McAlister, Assistant Consulting City Engineer Bill Falconi, and Consulting City Attorney Hal DeGraw to discuss price and terms of payment regarding possible purchase of real estate located in Pioneer Park at 425 Nimrod Street with owner, Susan Schreiber.

Action: Staff to proceed as directed.

REGULAR MEETING – 6:30 PM - Call to Order

Roll Call: Present: Moberg, Parker, Senum, Vice Mayor Strawser & Mayor Phelps (Mayor Phelps Absent)

PLEDGE OF ALLEGIANCE

PROCLAMATION: None

PRESENTATION:

The City Council received a presentation by Michael Heggarty, Director of Health and Human Services, County of Nevada regarding an overview of homeless services provided by the County.

1. BUSINESS FROM THE FLOOR-PUBLIC COMMENT (Per Government Code Section 54954.3)

Please refer to the meeting video on the City's website at www.nevadacityca.gov.

2. COUNCIL MEMBERS REQUESTED ITEMS AND COMMITTEE REPORTS:

Please refer to the meeting video on the City's website at www.nevadacityca.gov for additional comments.

3. CONSENT ITEMS:

- A. Subject:** Interim Staffing at Nevada City Water and Wastewater Treatment Plants
Recommendation: Pass a Motion approving Amendment No. 1 to City agreement with Fishers Wastewater Services in amount not to exceed \$8,000 to provide interim management staffing for the City's water and wastewater plants.
- B. Subject:** Award of Contract for Grove Street Sewer Improvements in Nevada City
Recommendation: Pass a Motion awarding a contract to Hansen Bros. Enterprises in the amount of \$74,495 plus \$10,000 contingencies for Grove Street Sewer Improvements and authorize the Mayor to sign.
- C. Subject:** Fire Activity Report – September 2016
Recommendation: Receive and file.
- D. Subject:** Notice of Completion for 2016 Measure "S" Paving Projects
Recommendation: Pass Resolution 2016-47 approving a Notice of Completion for the construction of 2016

Measure S paving and reconstruction and authorize Mayor to sign.

- E. **Subject:** Regional Public Safety Training Center Maintenance Agreement with Sierra Joint Community College District, City of Grass Valley and Nevada County Consolidated Fire District
Recommendation: Pass a Motion authorizing the City Manager or designee to enter into an agreement with the Sierra Joint Community College District, City of Grass Valley and Nevada County Consolidated Fire District for repair of the fire pump at the Regional Public Safety Training Center.

Action: Motion by Senum, seconded by Parker to approve Consent Item 3A, 3C, and 3E as presented.
(Approved 4 – 0; Phelps absent)

Action: Motion by Senum, seconded by Parker to Consent Item 3B as presented.
(Approved 4 – 0; Phelps absent)

Action: Motion by Senum, seconded by Parker to Consent Item 3D as presented.
(Approved 4 – 0; Phelps absent)

4. APPROVAL OF ACTION MINUTES:

- A. City Council Meeting – October 12, 2016

Action: Motion by Parker, seconded by Senum to approve October 12, 2016 Minutes as presented.
(Approved 4 – 0; Phelps absent)

5. DEPARTMENT REQUESTED ACTION ITEMS AND UPDATE REPORTS:

6. PUBLIC HEARINGS:

7. OLD BUSINESS:

8. NEW BUSINESS:

- A. **Subject:** Nevada City Historic Building Plaques Program
Recommendation: Pass Resolution 2016-48 1) Finding a historic building plaques program exempt from environmental review pursuant to Section 15061(b)(3) of the California Environmental Quality Act (CEQA); and 2) establishing the Nevada City Historic Building Plaques Program and authorizing the Planning Commission to approve new historic plaque proposals within the city limits pursuant to program requirements.

Action: Motion by Strawser, seconded by Parker to Pass Resolution 2016-48 1) Finding a historic building plaques program exempt from environmental review pursuant to Section 15061(b)(3) of the California Environmental Quality Act (CEQA); and 2) establishing the Nevada City Historic Building Plaques Program and authorizing the Planning Commission to approve new historic plaque proposals within the city limits pursuant to program requirements.

(Approved 4 – 0; Phelps absent)

9. CORRESPONDENCE:

10. ANNOUNCEMENTS:

11. CITY MANAGER’S REPORT:

City Manager Prestwich announced the fifth of five Measure “C” Public Information Open Houses will be held Tuesday, November 1, 2016 from 6:30pm – 8:00pm at Seaman’s Lodge.

12. ADJOURNMENT – 7:48 p.m.

Evans Phelps, Mayor

ATTEST:

Niel Locke, City Clerk

**CITY OF NEVADA CITY
DRAFT ACTION MINUTES**

SPECIAL CITY COUNCIL MEETING

OCTOBER 18, 2016

**City Hall
317 Broad Street
Nevada City, CA 95959**

SPECIAL MEETING – 10:00 AM - Call to Order

Roll Call:

Council Members Present: Moberg, Parker, Vice Mayor Strawser, Mayor Phelps
Absent: Senum

CLOSED SESSION MEETING

CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION pursuant to Government Code §54956.9 – Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: 1 potential case.

Action: The City Attorney reported out of from closed session that the Council approved a separation agreement with Mr. Howard Schmitz. A motion to approve was made by Vice Mayor Strawser and seconded by Council member Moberg. The vote was 4-0 with ayes from Mayor Phelps, Vice Mayor Strawser, and Council members Parker and Moberg. Council member Senum was absent.

Adjournment – 10:30 a.m.

Evans Phelps, Mayor

ATTEST:

Niel Locke, City Clerk

REPORT TO CITY COUNCIL

City of Nevada City
317 Broad Street
Nevada City, CA 95959
www.nevadacityca.gov

November 9, 2016

TITLE: Monthly Update on City Council Six-Month Strategic Objectives

RECOMMENDATION: Receive and file.

CONTACT: Mark Prestwich, City Manager

BACKGROUND/DISCUSSION: On August 25, 2016, the City Council, Planning Commission and executive staff held a planning retreat to discuss City goals. New three-year goals and six-month strategic objectives to guide the organization were reviewed by the City Council on September 14.

Consistent with the City Council's direction, a monthly status report has been prepared to provide an update on attainment of the Council's six-month objectives. The attached grid outlines the status of each objective and, where appropriate, includes comments to provide additional information about select objectives.

ENVIRONMENTAL CONSIDERATIONS: None.

FINANCIAL CONSIDERATIONS: Not applicable.

ATTACHMENT:

- ✓ 6-Month Strategic Objectives Grid

**NEVADA CITY
SIX-MONTH STRATEGIC OBJECTIVES**

August 25, 2016 – February 15, 2017

THREE-YEAR GOAL: <i>Enhance and maintain the infrastructure and facilities</i>						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. By February 15, 2017	Planning Director and Planning Commissioner Skyler Moon	Identify rules and regulations (e.g., streets, trees, sidewalks) for the public and how to simplify them to be more user friendly for citizens and merchants and present recommendations for action to the Planning Commission and City Council.		X		
2. By February 15, 2017	Public Works Superintendent and City Engineer (co-leads) and Council Member Duane Strawser	Identify opportunities and recommend to the City Manager and City Council for action a plan to improve pedestrian friendly environments.		X		
3. By February 15, 2017	Council Member Duane Strawser, Public Works Superintendent and City Engineer	Develop draft maps and schematics and hold community workshops to obtain feedback regarding improved citywide public parking options and present the results to the Planning Commission, City Manager and City Council.		X		
4. By February 15, 2017, contingent upon funding	City Engineer	Procure contractors for reconstruction of the swimming pool shell.		X		
5. By February 15, 2017	Assistant City Manager (lead), Public Works Superintendent and City Engineer, with input from the Department Heads	Develop and present to the City Council for action an updated Capital Improvement Plan.		X		

THREE-YEAR GOAL: *Improve and manage fiscal stability and sustainability*

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. By November 8, 2016	Mayor Evans Phelps, working with the City Manager and Executive Team	Provide public information at Public Safety Open Houses related to Measure C.	X			Five Measure C Open Houses were held to provide public information about the November 8 ballot measure.
2. By January 15, 2017 and quarterly thereafter	Assistant City Manager and City Engineer	Report to the City Council the steps to complete a full AB1600 study tied to the citywide Capital Improvement Plan.		X		
3. By February 1, 2017	City Manager	Present to the City Council a Hotel Incentive Program for consideration.	X			Proposal presented at November 9 Council Meeting.
4. By February 15, 2017	Assistant City Manager, in consultation with the Department Directors	Recommend to the City Council for consideration an updated citywide fee structure for non-Enterprise services.		X		

THREE-YEAR GOAL: <i>Reduce homelessness and transient population</i>						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. At the October 26, 2016 City Council meeting	City Planner	Coordinate a County Social Services representative presentation to the City Council regarding a County Homeless Needs Assessment, including mental health needs and services.	X			Michael Heggarty, Nevada County Director of Health & Human Services presented at the October 26 Council Meeting.
2. At the November 9, 2016 City Council meeting	Council Members Duane Strawser and Reinette Senum, working with the Police Chief and with input from the homeless and non-profit organizations at a town hall meeting	Develop a plan to reduce homelessness and present to the City Council.	X			Framework to develop plan to reduce homelessness presented at November 9 Council Meeting.
3. By December 15, 2016	City Council (Reinette Senum-lead)	Consider establishment of a Homeless Advocacy Group to work with other groups and to lobby the State for programs and funding to reduce homelessness.		X		
4. By February 15, 2017	City Planner (lead), Council Member Reinette Senum and Police Chief	Identify potential parameters (e.g., size, costs, zoning, building permits) for a Tiny House Pilot Program and present recommendations/options to the City Council for action.		X		
5. By February 15, 2017	Police Chief and Council Member Reinette Senum, working with Cal Growers	Identify resources (e.g., quality of life issues, lodging) and the enforcement processes for the transient population and update and distribute the information fliers to transients and businesses.		X		

THREE-YEAR GOAL: *Increase community awareness and involvement*

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. Beginning in October 2016 and bimonthly thereafter	Each Department Head	Present to the City Manager and Supervisor of Parks and Recreation a list of their department's activities for possible inclusion in the City newsletter (included in the water bill) and the City website to inform the public about the activities of the City.		X		
2. By October 15, 2016	Each Department Head	Identify and present to the City Manager and City Council for direction regarding implementation by volunteers at least one area where volunteers can help the City and what they are needed to do.	X			Presentation at October 12, 2016 meeting.
3. By December 15, 2016	City Manager and Management Team	Prioritize volunteer areas for implementation, distribute the activities to appropriate departments or organizations and identify options for development of a Volunteer Program.		X		
4. By February 15, 2017	City Manager and Council Member David Parker	Develop and present to the City Council a Community Awareness Program to increase awareness and the number of volunteers for the City.		X		Initial planning meetings held.

REPORT TO CITY COUNCIL

City of Nevada City
317 Broad Street
Nevada City, CA 95959
www.nevadacityca.gov

November 9, 2016

TITLE: Deer Creek Tribute Trail System Nomenclature

RECOMMENDATION: Approve trail and section names for areas of the Deer Creek Tribute Trail System that are within City limits and on City property.

CONTACT: Dawn Zydonis, Parks & Recreation Supervisor

BACKGROUND / DISCUSSION: The concept of the Deer Creek Tribute Trail came into existence over 17 years ago. With input, hard work and cooperation between many non-profit organizations, neighborhood associations, the County and City, the Deer Creek Tribute Trail System has become a fantastic recreational trail used by many people in our community.

Because it has been in process for such a long time and some of the trail segments were in existence prior to formalizing the Tribute Trail, there has been some confusion about where the trail actually is and how much of the trail is the Tribute Trail and how to get to the trail can be a mystery. There are several maps that are being used to help the public understand where the trail is, where to park to access the trail, etc. In addition to the confusion by the public, even those who have been involved in the construction of the trail have had difficulty describing a certain section of trail during conversations about where to post signs and how to create better access, etc. These difficulties and many conversations led to the creation of a nomenclature for the Tribute Trail and its many parts.

The group who discussed this nomenclature and came to an agreement about the proposed naming are those involved in the Tribute Trail Forum. This forum was a grant requirement for the Sierra Fund who was the lead agency in the construction of parts of the trail. This forum consists of neighbors, City staff, and staff from the many non-profit organizations who have been involved in the creation and construction of the Tribute Trail; including Sierra Fund, Sierra Streams Institute, American Rivers, Bear Yuba Land Trust, Nevada City Rancheria and Forest Trails Alliance. The forum is not a formal group, but meets to discuss issues such as parking, illegal camping, signage and other factors that affect the trail. There is no funding for this group, but they make efforts to find ways to maintain the trail and address issues.

The Nomenclature was a big item for this group to take on. It was discussed at many meetings. The Forum is asking the City Council to approve the naming of the sections of the Deer Creek Tribute Trail System that are on City property and within City limits. There are 3 main focal points to this nomenclature

1. The system name
2. The section names
3. The trail names

The recommended nomenclature information is attached. The goals of creating this nomenclature are to have a proper, correct map that can be presented to the public. The ideal map would also note parking, bathrooms and other helpful tips for the public. In addition, communication of this new nomenclature with safety personnel could be helpful in the event of emergencies along the trail.

There is 700 feet of unimproved trail that is located in the Nisenan Bridge Section. This piece of trail is shown on the map, but not named. This trail is scheduled to be improved this winter. Since those improvement will be taking place, that trail should be named as well. City Staff anticipates the forum will designate this trail the Providence Mine Trail – referring to the history of the area. If the forum decides on a different name staff will inform the City Council of that suggested naming.

It should be noted that if the City Council approves the Nomenclatures, this will not immediately lead to the production of trail maps to be delivered to the public. The map that is provided with this report is a great tool as a reference point, but is not 100% accurate in trail location. There is no funding at this time for mapping services or production of brochures.

ENVIRONMENTAL CONSIDERATIONS: None

FISCAL IMPACT: None.

ATTACHMENTS:

- ✓ DRAFT Recommended Nomenclature
- ✓ DRAFT Nomenclature Reference Map

Recommended Nomenclature for the DEER CREEK TRIBUTE TRAIL SYSTEM



With the addition of the new Angkula Seo Suspension Bridge over Deer Creek, a single large trail system has been created from trails located both north and south of Deer Creek. This has brought a challenge – to come up with an agreed way of describing this system and its trails that can be readily understood by the public and emergency response personnel.

The purpose of this document is to provide clarity and consistency in naming sections and segments within the larger Deer Creek Tribute Trail System. The naming of trail segments is a further enhancement for trail usability and identifying specific locations for emergency response purposes in case of a major fire or life threatening incident.

"If possible, all trail segments in the system should be designated by some kind of mutual agreement of concerned groups and agencies in the process of adopting a nomenclature and signage for the entire trail system. And once there is an agreed nomenclature, it should be promoted and encouraged into general use by signs and trail literature that are consistent with the adopted naming system. A well designed brochure for the whole trail system (mirrored by descriptions used on web sites) would be an excellent way to help the trail-using public learn and use the agreed naming system." - Greg Archbald

This document had been generated after many months of collaboration among the Tribute Trail Forum members, a group comprised of representatives from over a dozen stakeholder groups who meet quarterly to discuss relevant projects, issues and concerns related to the Deer Creek Tribute Trail System.

On November 19th, 2015, this Forum decided to come up with an agreed nomenclature for the trail system, and below you will find a summary of our recommendations, with an attached reference map. This document will be circulated to appropriate emergency response organizations and agencies to incorporate additional safety elements such as mile markers, and gate access for fires safety etc.

RECCOMENDED NOMENCLATURE:

1. Adopt the name "Deer Creek Tribute Trail System" for the whole system and use the existing DCTT logo, clearly marked on both maps and on the ground.



2. Adopt the following trail **Section** names to assist trail users in identifying general areas or sections within the Deer Creek Tribute Trail System (please see map for reference):

- 1) Historic Downtown Section
- 2) Nisenan Bridge Section
- 3) Newtown Canal Section
- 4) Chinese Bridge Section

3. Within each of these four **sections**, lie trail **segments**. Trail **segments** are shown on the attached map using trail names (foot paths) or street names (roads), with a black dot to indicate hard boundaries or **segment** start and end points. *Please note: **Segments** of the trail that double as roads simply utilize the existing street name. Roads are identified in the attached map in red font, whereas foot paths are identified with orange font.*

1) Historic Downtown Section

1a) Incorporate Miners Trail into the DCTT System (in green on map) and maintain existing name “Miners Trail”

1b) Trail from Nimrod Street at Pioneer Park to the Stone House should maintain the existing name "Little Deer Creek Trail"

2) Nisenan Bridge Section

2a) Rather than naming multiple **segments** within this section, both the north and south side of Deer Creek should be named the “Nisenan Trail” and new signage along the trail should label mileage distance to places of interest such as “loop”, “upper”, “lower”, “bridge”, “Nevada City” or to a road name such as “Jordan Street” or “Providence Mine Road.” As there are other connecting trails on private property near Providence Mine road, signage should also be in place indicating that “you are now leaving the DCTT system.”

2b) The short trail connecting Cross St and S Pine Street should maintain the existing name “Tribulation Trail”

3) Newtown Canal Section

3a) Trail that runs along the NID ditch in the Newtown Canal Section, should be named the “Tribute Trail.” This **segment** is the backbone or the spine of the whole system and extends all the way to Old Downieville Hwy in Nevada City. This trail **segment** is mostly a foot path but occasional doubles as a road on Champion Mine Rd and also briefly along a NID road in the Nisenan Bridge Section.

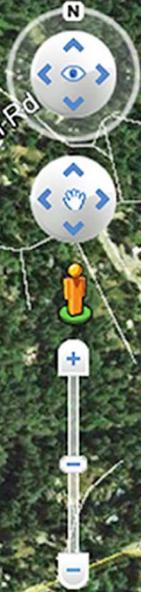
3b) Technically, there is no public access on the land parcel closest to Morning Star Ln, so until an easement is granted, the Tribute Trail **segment** officially ends (or starts) at the 86 acre parcel indicated with a black dot on the attached map. This forum plans to work with the land owners to incorporate this parcel into the trail system.

4) Chinese Bridge Section

4a) Trail from the junction off the “Tribute Trail” leading down to the Chinese Bridge should be named “Chinese Bridge Trail” and the loop around BLM land should have signs on the ground which indicating the mile length of the loop.



DEER CREEK TRIBUTE TRAIL SYSTEM
Nomenclature Reference Map - **DRAFT**
Updated October 17, 2016



Newtown Canal Section

Historic Downtown Section

Nisenan Bridge Section
(both sides of creek)

Chinese Bridge Section

Tribute Trail

Tribute Trail

Champion Mine Road

Nisenan Trail

Nisenan Trail

Old Downieville Hwy

Jordan St

Little Deer Creek Trail

Miners Trail

Amputation Trail

Chinese Bridge Trail

Nisenan Trail

Nisenan Trail

Nisenan Trail

Providence Mine Rd

Brock Rd

Hoover Ln

REPORT TO CITY COUNCIL

City of Nevada City
317 Broad Street
Nevada City CA 95959
www.nevadacityca.gov

November 9, 2016

TITLE: Wild and Scenic Film Festival Street Closure Request

RECOMMENDATION: Review and authorize Wild and Scenic Film Festival street closure request per application.

CONTACT: Mark Prestwich, City Manager

BACKGROUND / DISCUSSION: The City received a Street Closure request to close Commercial Street between Main Street and N. Pine Street from Friday, January 13 at 9:00 a.m. through Sunday, January 15, 2017 at 6:00 p.m. to facilitate the Wild and Scenic Film Festival. Notice of their film festival's street closure request has been provided to adjacent properties.

The proposed daily event hours are from 9:00 a.m. to 10:00 p.m. The application also requests permission to hang a banner above Broad Street, with building owner permission, promoting the festival from December 31 – January 17. Additionally, the application includes a request to permit two food trucks with food sales Friday evening through Sunday afternoon in the Miners Foundry parking lot and on the LeeAnn Brook Art Gallery parcel, and waiver of City fees.

A summary of the specific event characteristics and recommended staff conditions are included in the application packet.

ENVIRONMENTAL CONSIDERATIONS: Not applicable.

FISCAL IMPACT: Not applicable.

ATTACHMENT:

- ✓ Street Closure/Special Event Application



DRAFT CITY OF NEVADA CITY

SPECIAL EVENT APPLICATION / CONTRACT

OVERVIEW

Thank you for choosing the City of Nevada City as the location for your event. The City requires the submittal of a Special Event Application as a pre-condition of considering whether to enter into an agreement to grant temporary use of all or any portion of a public street, sidewalk or alley.

Application materials must be completed in full and submitted to the City at least 90 days prior to your event date, and no more than one year in advance of the event date. Applications are accepted on a first-come, first-served basis. A non-refundable application fee must be paid upon submission of your completed application. Fees are described in the "Fees" section below. Use "NA" for "not applicable" to questions or sections that do not apply to your event. Incomplete applications will not be accepted and will delay processing which could affect the availability of your preferred event date or location. Please note the information you provide becomes public information.

City staff review application materials and prepare a Draft Special Event Contract (which may include additional requirements to ensure a safe event) for consideration by the City Council at a formal noticed public meeting. Applicants are strongly encouraged to attend the designated City Council meeting in order to discuss their proposed event and answer related questions. Please ensure you have City Council approval before marketing or advertising your event.

APPLICANT AUTHORIZATION AND INDEMNITY

To the extent allowed by law, Applicant agrees to defend, indemnify, and hold harmless the City of Nevada City, its agents, officials, and employees from and against all claims, damages, losses, injuries, illness, accidents relating to, arising out of, or resulting from, the use of this Special Event Application and the information contained therein, and any resulting Contract.

Applicant acknowledges that the information provided in this Application is true and accurate to the best of Applicant's knowledge and belief.

I have read, understand and agree to comply with all the information provided in the Special Event Application (attached) and any resulting permits and Special Event Contract if approved by the City Council.



Signature of Applicant

10/28/16

Date

Melinda Booth, Film Festival Director

Printed Name and Title of Applicant

(Person signing must be the same person who is listed as the Applicant on page 2.)

APPLICANT INFORMATION

Name of Requested Event Wild & Scenic Film Festival

Name of Applicant/Responsible Party Melinda Booth

(Must match name on Page 1)

Sponsoring Organization/Company South Yuba River Citizens League

Street Address 313 Railroad Ave. Apt/Unit/Suite#101

City Nevada City State CA Zip Code 95959

Email melinda@syrcl.org

Daytime Phone 530-265-5961 x202 Cell Phone 650-207-0495

Does the sponsoring organization/party have experience producing similar events?

Yes / No (Circle One)

Event Contact for Public Information

Name Melinda Booth Contact Phone 530-265-5961 x202

Email melinda@syrcl.org

Website www.wildandscenicfilmfestival.org

Day of Event Contact Information

On-site Contact Name Stephanie Romanella

On-site Contact Cell Number 530-798-8118

Day of Event ALTERNATE Contact Information

On-site Contact Name Amelia Workman

On-site Contact Cell Number 775-342-7032

EVENT DETAILS

Event Description. Please attach a detailed description of your event to this application (e.g. Overall summary, Is it open to the public? How will it be publicized? Is it kid/family friendly? Can it go forward rain or shine? Etc.)

Type of Event (Check all that apply)

- Parade/Procession
- Street Festival/Block Party
- Fundraiser
- Concert
- Run/Walk/Bicycle
- Other: _____

Has this event been produced before? Yes No
 Is this an annual event? Yes No
 Will there be an admission or entry fee? Yes No No fee where closure request
 If yes, fee per adult: \$ _____ Fee per child: \$ _____

[For Parades Only]

Number of units and floats for parade: _____

Event Date(s) January 12-16, 2017

Expected number of:

Attendees 20-200 Participants _____ Volunteers 10
 @ Commercial Street location at any given time

Event Hours Start 1/13/17 4pm End 1/15/17 4pm

Set-up Date 1/13/17 Time 9am

Break Down Date 1/15/17 Time 8pm

Names of street(s), sidewalk(s), alley(s) proposed to be closed (attach additional pages or complete attached map if necessary). Note that it may be necessary to consult with a Police Sergeant (265-2626) and/or the Director of Public Works (265-2496) to accurately identify requested street closures.

Commercial St. between Main St. & N. Pine St
 _____ between _____ & _____
 _____ between _____ & _____
 _____ between _____ & _____

City of Nevada City Street Closure/Special Event Application

Please note whether your event includes any of the following*:

- | | |
|---|--|
| <input checked="" type="checkbox"/> Amplified sound | <input type="checkbox"/> Concessions |
| <input checked="" type="checkbox"/> Food Vendors | <input checked="" type="checkbox"/> Stages/Platforms |
| <input type="checkbox"/> Food Cooking | <input checked="" type="checkbox"/> Tents/Temporary Structures |
| <input checked="" type="checkbox"/> Alcohol sales | <input type="checkbox"/> Animals will be present |
| <input type="checkbox"/> Temporary Lighting | |

*If any of the above are checked, please include additional details below.

We would like to close Commercial Street between Main St. and N. Pine St. from Friday Jan. 13 at 9am through Sunday Jan. 15, 2017 at 6pm. We plan to have our pedal powered stage with performances erected in the Street under a tent. In addition, we would like to have alcohol sales inside the tent at least on Friday evening for our opening reception. We would also like to facilitate 2 food trucks with food sales Friday evening through Sunday afternoon. One in the Foundry parking lot and one in the LeeAnn Brook Gallery lot (we have tenant and landowner permission). Additionally, we respectfully request the City waive rental fees for use of the Veterans Hall, City Hall, and Firehouse #2 for this event.

We request permission to hang a banner above Broad Street, with building owner permissions, promoting the festival from Dec.31. January 17, 2017.

FEES

The City requires the payment of a non-refundable application fee upon submission of your completed application. Late fees apply to applications filed less than 90 days in advance of an event. The City does not guarantee any application submitted less than 45 days in advance will be able to be submitted to the City Council for consideration prior to the planned event. Please select from the following table the fee(s) that apply to your application:

- \$100 Timely application for single new event OR old event with new sponsor
 \$50 Timely application for repeat of event with same sponsor
 \$25 For each additional application for new event by the same sponsor
 \$10 For each additional application for repeat of event with same sponsor
 \$75 Additional fee for applications filed less than 90 days in advance of an event
- \$ 50 Total Fees

EVENT REQUIREMENTS

Alcohol. If alcohol is sold at your event, an Alcohol Permit from California Alcohol Beverage Control (ABC) is required. Please contact ABC at (916) 419-1319.

Amplified Sound. If the event will have amplified sound, applicant is required to have an event staff member responsible for monitoring sound levels to assure compliance with City noise standards when sound/music/noise may be audible beyond the event venue.

Business License. All vendors participating in an event held in Nevada City must obtain a current business license. For information about business license requirements, call City Hall at (530) 265-2496.

Event Notification. An event can change the normal flow of residential and business activity potentially causing a negative impact on the community. As the event organizer, you are responsible for notifying those residents and businesses that are adjacent to the planned closure prior to submission of your Application. Applicants must meet the Event Notification requirements unless the event is sponsored by the Nevada City Chamber of Commerce or has been approved and held annually in the same manner for three or more years. The preferred method of notification is the Requested Special Event Notification Form (Addendum A). Unless

otherwise exempt, your application materials must include a signed Notification Certification (Addendum B) confirming adjacent residents and businesses were notified of the planned event.

Form of Payment. The City accepts payment in the form of cash, personal/business check, money order or cashier's check. Please note there will be a \$25 service charge for all returned checks:

Insurance. The applicant and/or the sponsoring organization is required to provide proof of insurance. A current or valid Certificate of General Liability Insurance in the amount of \$1,000,000 and an endorsement (CG2026 or equivalent) naming the City of Nevada City as additional insured will be required at least 30 days prior to the event.

Parking. Applicants will be required to work with the Nevada City Police Department to facilitate ingress/egress requirements for event participants.

Restrooms. Public restrooms are limited to two, one at Robinson Plaza and one in the Commercial Street parking lot. If your event is planned for more than 50 people or in an area away from either public restroom, you may be required to provide restroom accommodations and hand washing facilities for event attendees in the quantity prescribed by the City.

Waste Management/Recycling. You are responsible for properly disposing of all waste and garbage throughout the term of your event, and immediately upon conclusion of the event the area must be returned to a clean condition. Therefore, the City may require the applicant to provide trash and recycling containers if the event involves food or drink vendors. Should cleanup be inadequate or damage to City property occurs, you will be billed at full recovery rates, plus overhead for cleanup and repair.

CHECKLIST

Thank you for completing the Special Event Application. Before you submit your application to the City of Nevada City, please make sure you have completed the following steps:

- Sign AND date your application.
- Attach a detailed event description to the application.
- Secure required insurance for the event.
- Include a Notification Certification confirming businesses and residents have been notified of the planned event.
- Calculate and include the applicable fee.

Submit your completed application to:

City of Nevada City
Attn. Special Event Applications
317 Broad Street
Nevada City, CA 95959

[Internal Use Only]

Police Comments:

- MUST SET UP & TAKE DOWN BARRICADES FOR STREET CLOSURE AS ORDERED
- MONITOR STREET CLOSURE AREA DURING DURATION OF CLOSURE FOR PUBLIC SAFETY & PROPERTY PROTECTION
- CONTACT ALL MERCHANTS & RESIDENTS IMPACTED BY CLOSURE

Fire Comments:

Must maintain 14 ft. FIRE LANE
No parking in RED ZONES.
No blocking of FIRE HYDRANTS.

CS

Public Works Comments:

Dpw will set ^{out} Road closed signs and extra trash cans/recycle.
Dpw will also place 24 Hr no parking signs.



Description of Event

SYRCL (South Yuba River Citizens League) is scheduled to host its 15th Annual Wild & Scenic® Film Festival January 12-16, 2017.

Considered one of the nation's premiere environmental and adventure film festivals, Wild & Scenic is organized and produced by SYRCL (the South Yuba River Citizens League) and is our largest annual fundraiser. The Wild & Scenic Film Festival draws more than 5,500 attendees, environmental filmmakers, activists, outdoor athletes, artists and celebrities to Nevada County. SYRCL is 34-year-old community-based grassroots organization that unites the community to protect and restore the Yuba River and greater Yuba watershed. All monies raised at the film festival go right back into protecting our local watershed. The Wild & Scenic Film Festival puts our local work into the broader environmental and social context, and serves to remind us that we're participants in a global movement for a more wild and scenic world.

There are both ticketed and public events throughout the festival weekend. Some of the public events include live music, workshops, panels, dancing, poetry readings, an environmental informational fair, receptions, coffee talks and book signings. There are an array of different activities to choose from over the festival weekend for people of all ages, families, children, locals and visitors.

The film festival will be publicized through local and regional news, radio and print publications, through several community event calendar listings, and through SYRCL and Wild & Scenic's own websites, newsletters and social media outlets.

This event has lots of kid-specific components and also family friendly programming.

The film screenings take place indoors in various venues located in and around downtown Nevada City. Commercial Street between N Pine Street and Main Street is where most of our public events take place, including live music and our environmental fair. The film festival is a rain or shine event.

Addendum A – Requested Street Closure/Special Event Notification Form

PLEASE NOTE. You have received this notification because your property/business is located adjacent to a requested temporary street, sidewalk or alley closure that is subject to City Council approval at a future City Council meeting. Please monitor future City Council agendas for consideration of the following request.

STREET CLOSURE/SPECIAL EVENT INFORMATION

Type of Event (Check all that apply)

Parade/Procession Concert
 Street Festival/Block Party Other: _____
 Fundraiser

Event Name/Description Wild & Scenic Film Festival--pedal powered stage and enviro fair.

Event Date(s) January 12-16, 2017 **Expected Attendance** 20-200 at this location

Event Hours Start 1/13/17 4pm End 1/15/17 4pm

Set-up Date 1/13/17 Time 9am

Break Down Date 1/15/17 Time 8pm

Names of street(s), sidewalk(s), alley(s) proposed to be closed:

Commercial St between Main St & N. Pine St.

_____ between _____ & _____

Sponsoring Organization South Yuba River Citizens League

Event Contact Melinda Booth **Phone Number** 530-265-5961 x202

Event Website www.wildandscenicfilmfestival.org

Addendum B – Notification Certification

EVENT INFORMATION

Sponsoring Organization South Yuba River Citizens League

Event Name Wild & Scenic Film Festival

Event Date(s) January 12-16, 2017

Event Location 7+ venues in Nevada City and 4 in Grass Valley

Signature of Sponsor or Authorized Representative

I acknowledge I am responsible for providing notice of my requested event to all adjacent residents and businesses and certify that the entities listed below have been notified of the requested event.

Name (printed) Melinda Booth

Signature 

Name/Business	Address	Method of Notification
see attached		<input type="checkbox"/> Email <input type="checkbox"/> Hand Delivered <input type="checkbox"/> Mail
		<input type="checkbox"/> Email <input type="checkbox"/> Hand Delivered <input type="checkbox"/> Mail
		<input type="checkbox"/> Email <input type="checkbox"/> Hand Delivered <input type="checkbox"/> Mail
		<input type="checkbox"/> Email <input type="checkbox"/> Hand Delivered <input type="checkbox"/> Mail
		<input type="checkbox"/> Email <input type="checkbox"/> Hand Delivered <input type="checkbox"/> Mail
		<input type="checkbox"/> Email <input type="checkbox"/> Hand Delivered <input type="checkbox"/> Mail
		<input type="checkbox"/> Email <input type="checkbox"/> Hand Delivered <input type="checkbox"/> Mail

[Attach additional pages as needed]

Commercial Street Businesses

Inner Path	200 Commercial Street	Nevada City	CA	95959	
Sundarl	228 Commercial Street	Nevada City	CA	95959	
Crazy Horse	230 Commercial Street	Nevada City	CA	95959	
Clavey Tasting Room	232 Commercial Street	Nevada City	CA	95959	
Scotch Broom	236 Commercial Street	Nevada City	CA	95959	
Sushi Q	238 Commercial Street	Nevada City	CA	95959	
American Lands Alliance	240 Commercial Street	Nevada City	CA	95959	
Carringtons	242 Commercial Street	Nevada City	CA	95959	
JJ Jacksons	244 Commercial Street	Nevada City	CA	95959	
Judi's of Nevada City	246 Commercial Street	Nevada City	CA	95959	
Remax Gold (District Attorney's Office)	202 N Pine Street	Nevada City	CA	95959	2nd floor above Judis but listed with N Pine address
Three Forks Bakery & Brewing Co.	201 Commercial Street	Nevada City	CA	95959	
Coopers	211 Commercial Street	Nevada City	CA	95959	
Café Mekka	235 Commercial Street	Nevada City	CA	95959	
Los Mineros	237 Commercial Street	Nevada City	CA	95959	
Day Tripper Gear	239 Commercial Street	Nevada City	CA	95959	
(Nevada City Crystal & Glass)	241 Commercial Street	Nevada City	CA	95959	
	110 N Pine Street	Nevada City	CA	95959	



October 31, 2016

Three Forks Bakery & Brewing Co.
Attn: Shana Maziarz
211 Commercial Street
Nevada City, CA 95959

Dear Shana,

This letter is to inform you that the South Yuba River Citizens League (SYRCL) has requested a temporary street closure of Commercial Street in Nevada City, CA for the 2017 Wild & Scenic Film Festival on the following dates:

Friday, January 13, 2017 at 4pm through Sunday, January 15, 2017 at 8pm. This will include all overnight hours for the duration of the closure.

You are being sent this letter as a notification of our application for street closure for this event because your business is either located on or adjacent to Commercial Street where we are requesting the street closure.

If you have any questions, please contact Melinda Booth, Wild & Scenic Film Festival Director at 530-265-5961 x 202 or melinda@syrcl.org.

We truly appreciate your support of SYRCL's work to protect and restore the Yuba River and the greater Yuba Watershed and, specifically, your support of one of our biggest programs, the Wild & Scenic Film Festival. On behalf of our staff and Board of Directors, thank you!

For the Yuba,

Melinda Booth
Wild & Scenic Film Festival Director

REPORT TO CITY COUNCIL

City of Nevada City
317 Broad Street
Nevada City CA 95959
www.nevadacityca.gov

November 9, 2016

TITLE: Proposed Nevada City Hotel Investment Incentive Program

RECOMMENDATION: Review and provide direction to the City Manager.

CONTACT: Mark Prestwich, City Manager

BACKGROUND:

Every successful hotel establishment periodically renovates to increase guest satisfaction and address aging or deteriorating assets. Needed safety improvements, competition, and improving visitor convenience are also factors that frequently drive hotel renovation projects.

A number of California municipalities have incentivized investment in their local hotels (or development of hotel rooms) concluding that incentive programs supporting renovation of a sufficient scale can drive significant additional tax revenues to the city (e.g. hotel tax, property tax, sales tax) and further improve their community's guest lodging amenities (see Exhibit A).

DISCUSSION:

One of the City Council's six-month objectives includes direction to the City Manager to develop a recommendation for a Hotel Incentive Program. The purpose of such a program is multi-fold:

- Provide attractive and desirable visitor serving facilities and experiences;
- Encourage continued investment in lodging facilities;
- Generate net increased transient occupancy tax revenues to provide core municipal services; and
- Promote and enhance Nevada City's economy.

Staff has reviewed Hotel Incentive Programs in other communities and considered the needs of the City's five privately-owned hotel properties that range from 9 rooms to 44 rooms. Each property is distinct in its own life cycle, market position, and renovation needs.

As a result, City staff has developed a proposed Hotel Renovation Incentive Program to encourage a significant investment, if needed and desired, for each facility. Given the age of local facilities and their unique attributes, the program establishes aggressive minimum investment requirements for hotel rooms and each facility's "shell/property" rather than a specified "post-project" desired hotel rating.

Proposal

It is recommended the program consist of a 20-year incentivized cost-share methodology on the growth in the Transient Occupancy Tax (TOT) revenues for each property. The revenue base would be established by calculating the average of the prior three-year average TOT annual revenue. It is recommended the base be tied to a consumer price index so that the City's base revenue is not impacted by this program over the cost-sharing term. The proposed methodology is intended to aggressively offset the private investment and return 95% of the TOT revenue growth to the property owner for the first ten years, 75% over years 11-15 and 50% over years 16-20. This translates to an average cost-share of 70% over the term. It is also recommended the program automatically sunset in five years unless extended by the City Council.

Program Eligibility

- Minimum "Furniture, Fixture and Equipment" costs of not less than \$10,000 per guestroom.
- Minimum "Shell/Property Improvements" averaging at least \$15,000 per guestroom (expenses related to expansion of hotel rooms would be considered eligible expenses).
- Obligation to comply with Prevailing Wage requirements for property improvements.
- Use good faith efforts to hire local residents and contract with local subcontractors, suppliers and other businesses for property improvements.

The City currently has five hotels that could qualify for the program.

Proposed Application Procedures

The following application procedures are recommended for hotel operators desiring to participate in the Hotel Investment Incentive Program:

1. Submit an incentive program application to the City Manager;
2. Provide a business plan documenting planned improvements to the hotel property, including an estimate of revenues and expenditures for operation of the hotel through the program's cost-sharing term; and
3. Execute and record an operating covenant approved by the City Council regarding continuing use of the hotel, maintenance of the property, non-discrimination, any other provisions the City Council may reasonably determine are necessary or appropriate to preserve the goals of the program.

ENVIRONMENTAL CONSIDERATIONS: Not applicable.

FISCAL IMPACT: It is anticipated this program has the potential to generate a minimum of \$1 million in additional City TOT revenue over the next 20 years to support core City services, as well as private investment that will yield additional jobs/services. It is anticipated the program may also accelerate increases in City property and sales tax revenues.

ATTACHMENT: Exhibit A - Hotel Incentive Programs in Other California Communities

Exhibit A - Hotel Incentive Programs in Other California Communities

Agency	TOT Rebate	Duration	Rebate Cap	Notes
Palm Springs	50%	10 years or until \$12.5 million is received, whichever occurs first	\$12.5 million	Requires investment of \$10,000 per room + no less than \$500,000 in ancillary improvements
La Quinta	Up to 95% years 1-10 Up to 75% years 11-15 * Only rebated when 11% return is not achieved	15 years	None	
Placerville	75% years 1-10 50% years 11-15 33% years 16+ until cap	At least 15	\$3.6 million	Requires investment of \$7,500 per room + no less than \$500,000 in ancillary improvements
Anaheim	50-70%	20 years	None	Requires investment of \$30,000 per room + no less than \$100,000/room in ancillary improvements
Santa Barbara County	50% (existing) 70% (new)	10 years 15 years	None	
Cathedral City	50% (existing) 75% (new)	10 years or longer if City Council desires	None	
Rancho Palos Verdes	80%	Until cap is reached	\$8.2 million	

REPORT TO CITY COUNCIL

City of Nevada City
317 Broad Street
Nevada City CA 95959
www.nevadacityca.gov

November 9, 2016

TITLE: Presentation of Framework for Developing a Plan to Reduce Homelessness

RECOMMENDATION: Review and provide direction to the City Manager.

CONTACT: Vice Mayor Duane Strawser; Council Member Reinette Senum; Tim Foley, Police Chief

BACKGROUND / DISCUSSION: Pursuant to the City's six month strategic objectives, Vice Mayor Strawser and Council Member Senum, working with Police Chief Tim Foley, have been tasked with presenting the City Council with a plan to reduce homelessness at their November 9, 2016 meeting.

The working group acknowledges the City cannot resolve homelessness on its own. While there is not a simple solution to reducing homelessness due to its complex nature, the working group has developed a three-phase framework to identify, organize and implement strategies that will complement the region-wide efforts required of such an issue.

PHASE 1 - RESEARCH

The Research Phase will consist of identifying the scope of the issue, goals, available local assets and resources, interviews with homeless individuals, and how the City may work with key stakeholders to reduce homelessness. Early efforts have already begun including a field trip to the Mary Isaak Center in Petaluma and a City Council presentation of homeless services provided by Nevada County. The working group will convene a Townhall Meeting in early 2017 to receive community feedback on draft guiding principles (below) and potential strategies. It is anticipated the Research Phase will require at least three months to complete. Attached to this report are a series of questions that have been developed to guide the Research phase and help inform the development of strategies.

Guiding Principles (Draft)

- 1. Respect** - The personal safety, dignity, and property rights of neighborhood residents, homeless individuals, business owners and their employees should be respected.
- 2. Partnership** – Because homelessness is a county-wide challenge, Nevada City shall work in partnership with regional partners, service providers, homeless

individuals, neighborhoods, faith-based organizations, and the business community to identify county-wide coordinated solutions.

3. **Prevention** – Integrated prevention strategies will guide efforts to prevent those at-risk of homelessness from becoming homeless in the first place.
4. **Accountability** - All residents, including the homeless, should be accountable for their actions in order to preserve the quality of life for the entire community.

PHASE 2 – ORGANIZATION

The Organization Phase will consist of identifying themes and best practices that emerge from the Research Phase. It is anticipated this phase will result in strategies that balance prevention, outreach and enforcement. For example, prevention activities may include strategies to increase the supply of emergency and affordable housing, and the distribution of information to homeless and at-risk of homelessness individuals. Outreach strategies may include street and homeless camp teams, comprehensive services location(s), and coordinated entry points/portals that reach out to at-risk individuals. It is anticipated this phase will require at least three months to complete.

PHASE 3 – IMPLEMENTATION

The Implementation Phase will be characterized by development and implementation of a written strategy to guide the City’s efforts to reduce homelessness.

ENVIRONMENTAL CONSIDERATIONS: Not applicable.

FISCAL IMPACT: Not applicable.

ATTACHMENTS:

- ✓ DRAFT Framework for Developing a Plan to Reduce Homelessness – Research Phase

City of Nevada City

Framework for Developing a Plan to Reduce Homelessness (DRAFT)

RESEARCH PHASE

- a. What is the scope of the issue?
 - i. Number of homeless
 - ii. Transitory population
 - iii. Trimmigrant impact
 - iv. Mental health and substance abuse issues
 - v. Criminal violations
 - vi. Illegal camping/debris/environmental impacts
 - vii. Cold weather shelter
- b. What are the goals?
- c. What are our local assets?
 - i. Programs
 - ii. Funding sources
 - iii. Property available
 - iv. Volunteers
- d. What local, state and federal resources are available?
 - i. Existing funding sources
 - ii. Grants
 - iii. Programs
- e. Determine current local programs in operation (e.g. governmental and non-profit)
 - i. Identify pros and cons
 - ii. How will they fit into the plan?
- f. What are the lessons learned available from model programs, operations and best practices?
- g. How do we deal with resistive and non-compliant individuals?
- h. Who are the key stakeholders? How can their resources be brought together?
- i. How can we work with governmental partners and other service providers to enhance coordination/address challenges?
- j. What ideas and strategies do homeless individuals and citizens recommend?
- k. What will be the keys/metrics to achieve and evaluate progress?

REPORT TO CITY COUNCIL

City of Nevada City
317 Broad Street
Nevada City, CA 95959
www.nevadacityca.gov

November 9, 2016

TITLE: Proposal for a Second Pilot Project for Overhead Lights on Lower Commercial Street

RECOMMENDATION: Authorize Nevada City Chamber of Commerce to extend the Lower Commercial Street overhead lights with recommended conditions.

CONTACT: Amy Wolfson, City Planner

BACKGROUND: In August 2015, the City Council authorized the Chamber of Commerce to install overhead lighting over lower Commercial Street as a year-long pilot project. The initial trial period was intended to inform the Chamber as to the hours the lights should operate, the appropriate level of brightness, and the appropriate height level. At the close of the initial year-long pilot program staff directed the Chamber to turn off the lights and submit a permanent lighting program.

The City has received a letter from the Chamber of Commerce, dated October 7, 2016, requesting that Council authorize a second year-long pilot program in order to allow time to ascertain information about the stability of the LED lights they are currently proposing. The pilot term will also provide the Council and the community an opportunity to evaluate the brightness and hue of the lights before selecting a permanent fixture.

The Nevada City Fire Department has expressed concern over the safety of the previous temporary installation which utilized extension cords to supply the power. Staff is therefore recommending that if a second pilot program is authorized, it is done so with a condition that an exterior power outlet be legally installed and permitted by the Building Department. Waste Management has also indicated that they require the lights to be a minimum of 16-feet above the street in order to accommodate their vehicles. The Chamber’s proposal includes a commitment to hard wire the lights and hang them at a height that complies with Waste Management’s height requirements.

RECOMMENDED CONDITIONS:

1. Prior to installation of the temporary lights for a second year-long pilot program, the Chamber of Commerce shall obtain an electrical permit from the Nevada County Building Department.

2. Prior to installation of the temporary lights for a second year-long pilot program, provide the following information to staff:
 - a. A list of specific addresses where lights will physically be attached
 - b. A letter of authorization from building owner(s)
 - c. A financial responsibility plan that describes the manner in which lighting maintenance and bill payment is financed.

3. At the end of the second year-long pilot program, the Nevada City Chamber of Commerce shall submit a permanent lighting proposal that includes the following information:
 - a. Dimmer and timer capability of the proposed fixtures
 - b. An evaluation of the lighting character in terms of color and brightness
 - c. An evaluation of its compatibility with historic district perimeter lighting
 - d. An evaluation of a solar energy system to supply power to the lights

ENVIRONMENTAL CONSIDERATIONS:

The CEQA Guidelines for Categorical Exemption §15306 consists of data collection and research which do not result in a serious or major disturbance to an environmental resource. This exemption applies to activities intended for information gathering that may lead to an action that a public agency has not yet approved. Consistent with this exemption, the proposed temporary lighting installation will provide an opportunity to obtain information on its compatibility in terms of brightness and color with the City's Historical District and with adopted lighting standards.

The CEQA Guidelines for Categorical Exemption §15301 includes minor alteration of existing public or private facilities involving no or negligible expansion of use beyond the existing use. Consistent with this exemption, the addition of temporary lights over Lower Commercial Street will not expand any of the existing uses, and will merely provide additional safety lighting and ambiance to the existing uses.

FINANCIAL CONSIDERATIONS: Not applicable.

ATTACHMENTS:

1. October 7, 2016 letter from the Nevada City Chamber of Commerce
2. Resolution 2014-44 – Standards for Temporary Lighting Within the Historical District



Nevada City Chamber of Commerce

NEVADA CITY
"National Register
of Historic Places"

Designated September 23, 1985

October 7, 2016

To: Nevada City Council

Re: Terrazzo Lights on Lower Commercial Street

The yearlong test pilot project for the terrazzo lights on lower Commercial Street has come to an end and the Chamber would like to propose the following plan keep the lighting permanently.

- We will install energy efficient LED lights on a permanent wire and plastic covered steel cable. We will have examples of the wire & bulbs at the council meeting.
- Our plan is for the lights to be hardwired into two separate buildings.
- The Color & brightness of the lights will be demonstrated to the city council.
- The lights resemble the lights that hung over Broad Street in the early 1900's - only with a smaller (LED) bulb. For more historic accuracy the LED lights will dangle from the main string as the lights did in the turn of the century.
- The wires will be permanently attached to the following buildings. 1. 2.
- Letters are attached authorizing us to attach the string of lights to the buildings.
- As before, the lights will be on automatic timers that turn the lights on at dusk and off at 2am.
- We recommend that burned out bulbs be replaced at a minimum of once a year during the holidays when all holiday lights are being maintained throughout Nevada City.

Though 14 feet is required for the height, the cable and lights are to be hung between 16 to 17 feet and Waste Management truck drivers will be notified of their installation.

132 Main Street Nevada City, CA 95959 • PH: (530) 265-2692 • FAX: (530) 265-3892
www.nevadacitychamber.com e-mail info@nevadacitychamber.com

Throughout the winter the string of lights will be removed in the middle of the installation so as not to be hit by possible snow-load falling off of the building on the 237 Commercial Street. This section will be removed each year before winter and returned right after spring.

The Nevada City Chamber volunteers will undertake the task of installation and maintenance.

During the course of the test pilot, we have been looking at whether or not to keep the lights on every night, the level or brightness, hours of operation, safety of height and stability of cable & lights for long-term attachment. The LED string of lights will have a 2 foot distance per bulb vs 1 foot distance with the incandescent lights.

We recommend that before we go for a solar installation, like the incandescent lights, we try them out for another year long test pilot to test the lights durability.

We highly encourage the council to give approval, allowing the terrazzo lights across lower Commercial Street to be hung as they have in the past

Thank you for your consideration.

Sincerely,

NEVADA CITY CHAMBER OF COMMERCE

A handwritten signature in cursive script, appearing to read "Dave Iorns".

Dave Iorns
President

RESOLUTION 2014-44

**STANDARDS FOR TEMPORARY LIGHTING WITHIN THE HISTORICAL DISTRICT
RELATIVE TO HOLIDAY LIGHTING AND SPECIAL EVENTS**

WHEREAS, Since the early 1990's, the City Council and Chamber of Commerce have cooperated together in implementing a lighting program that temporarily permits outlining of the buildings with lighting, on a voluntary basis by the property owners, within the historical district during the holiday season, defined as November 15 to January 15, with the Chamber overseeing the program since that time; and

WHEREAS, the City and the Chamber have found this program to be successful as the lighting enhances the architecture of the buildings in the downtown area and is pleasing and welcoming to visitors to Nevada City, as well as being beneficial to the merchants; and

WHEREAS, it is desired to have lighting standards to ensure all buildings that are outlined to be consistent as far as lighting wattage, size and appearance as such consistency enhances the buildings' architecture and visual aesthetics of the Historical District; and

WHEREAS, the City Council authorizes the Chamber of Commerce to continue to oversee the holiday lighting program and to work with City staff to enforce the standards and timeframe of the holiday lighting program; and

WHEREAS, it is desired to formally establish the standards for outlining of buildings during the holiday season and such standards can be amended by either the City or the Chamber by resolution; and

WHEREAS, the City Council has the authority to approve any special events within the downtown historical District and such events often involve use of City properties and/or street closures; and

WHEREAS, occasionally such events desire additional festive lighting on private property to enhance areas where the activity occurs; and

WHEREAS, the Council has directed standards be provided to address temporary lighting with special events including those requests for overhead or street lighting and these to be reviewed on a case-by-case basis.

NOW, THEREFORE, BE IT RESOLVED, the following standards, attached and known as Exhibit "A", shall apply to the temporary outlining of buildings within (A) the historical district during the holiday season and (B) temporary lighting in conjunction with special events in the historical district.

EXHIBIT 'A'

A. STANDARDS FOR TEMPORARY LIGHTING DURING THE HOLIDAY SEASON

1. **Holiday Season Defined.** Temporary exterior lighting of buildings in the historical district complying with these Standards shall be permitted during the holiday season and shall not be turned on prior to November 15th and shall be turned off immediately after January 15th.
2. **Placement of Lights.** To enhance the architecture of the buildings, outlining of buildings shall be permitted in straight lines. The permitted exterior architectural features of a building to be outlined by lights shall be the roofline edge and any shed roof edges.
3. **Oversight.** The holiday lighting program can be overseen by the Chamber of Commerce, with the City assisting in compliance and enforcement of the program
4. **Bulb Standards.** All bulbs shall be clear and meet the following:
 - 5 watt
 - C7 130V E12 Bulb
5. **Maintenance.** Lighting shall be maintained in a proper working order and any broken bulbs shall be replaced immediately.
6. **Prohibited.** The following is not permitted with the outlining lighting program:
 - a. Draping of lights on buildings other than roof edging.
 - b. Lighting on poles.
 - c. Any other unauthorized ornamental lights.
 - d. Colored lights.
 - e. Any exterior outlining lighting not approved as part of the lighting program.

B. STANDARDS FOR TEMPORARY LIGHTING IN CONJUNCTION WITH SPECIAL EVENTS

1. **Council Approval.** The City Council is the body to consider and approve special events and therefore any temporary lighting requests shall be included with the Special Event request.
2. **Lighting Plan.** All requests for temporary lighting shall include a Lighting Plan to include the following:
 - a. Sketch of building and proposed lighting

- b. Details as to how lighting is to be attached to building
 - c. Lighting design details (sketch/photograph)
 - d. Written authorization of building property owner
 - e. Date and time of installation and removal
3. **Temporary Overhead or Lighting Over Streets.** Any requests for temporary lighting in conjunction with a special event that would request overhead or street lighting shall be reviewed on a case-by-case basis by the City Council to determine their compatibility with the area where it is proposed.
4. **Management and Time Limits.** The City shall work with the Chamber of Commerce to manage specific lighting for Chamber-sponsored events or with the sponsoring party for non-Chamber events ensuring lighting will be removed within 48 hours of the end of the event.
5. **Exception.** Exterior lighting in compliance with these Standards of the iconic Methodist Church at the top of Broad Street may continue year-round, not limited to the holiday season and need not be turned off after January 15th.

PASSED AND ADOPTED at a regularly scheduled meeting of the Nevada City City Council on the 22nd day of October, 2014 by the following vote:

AYES: ANDERSEN, RAY, STRAWSER, BERGMAN

NOES: PHELPS

ABSENT: NONE

ABSTAIN: NONE



Terri Andersen, Mayor

ATTEST:



Niel Locke, City Clerk