



**REGULAR CITY COUNCIL MEETING
MEETING AGENDA
WEDNESDAY, APRIL 10, 2019**

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.

David Parker, Mayor

Duane Strawser, Council Member

Erin Minett, Council Member

Reinette Senum, 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: None

Under Government Code Section 54950 members of the public are entitled to comment on the closed session agenda before the Council goes into closed session.

REGULAR MEETING – 6:30 PM - Call to Order

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

PLEDGE OF ALLEGIANCE

PROCLAMATIONS:

PRESENTATIONS:

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: Accounts Payable Activity Report
Recommendation: Receive and file.

B. Subject: Side Letter No. 1 to the Nevada City Miscellaneous Employee's Association Memorandum of Understanding (MOU) – Treatment Plant Work Schedule and Related Issues
Recommendation: Review and approve Side Letter No. 1 to the City of Nevada City Miscellaneous Employee's Association Memorandum of Understanding (MOU) defining Treatment Plant Work schedules and related issues.

C. Subject: Award of Contract for Seaman's Lodge Floor Refinish at Pioneer Park
Recommendation: Pass Resolution 2019-XX awarding a contract to Guy & Co. Woodfloors in the amount of \$4,660.00 plus \$700.00 in contingencies for Seaman's Lodge floor refinish at Pioneer Park in Nevada City and authorize the Mayor to sign.

D. Subject: Award of Contract for 211 Broad St. (National Hotel) Sidewalk in Nevada City
Recommendation: Pass Resolution 2019-XX awarding a contract to Central Valley Engineering Asphalt Inc. in the amount of \$96,780 plus \$10,000 in contingencies for 211 Broad St. (National Hotel) Sidewalk and authorize the Mayor to sign.

E. Subject: 4th Quarter 2018 Sales Tax Update
Recommendation: Receive and file.

4. APPROVAL OF ACTION MINUTES:

A. City Council Meeting – March 27, 2019

5. DEPARTMENT REQUESTED ACTION ITEMS AND UPDATE REPORTS:

A. Subject: Nevada City Residential Chipping Pilot Program
Recommendation: Approve a Nevada City Residential Chipping Pilot Program to be evaluated July 2019.

6. PUBLIC HEARINGS:

7. OLD BUSINESS:

A. Subject: Nevada City Traffic Calming Program

Recommendation: Review and approve the Policy for the Implementation of Traffic Calming Measures in the City of Nevada City.

B. Subject: Sugarloaf Trail Progress Update

Recommendation: Receive and file.

8. NEW BUSINESS:

A. Subject: Amended Application: Elevation 2477 – Cannabis Dispensary Business, Amended to Add a Delivery Component at 569 Searls Avenue, Suite C

Recommendation: Approve the amended application as presented to authorize a delivery component for Elevation 2477, as outlined in their amendment proposal, subject to the previously approved Conditions of Approval as amended, attached, making the findings a & b.

B. Subject: Citywide Projects, Capital and Programs Listing Potentially Eligible for Grant Funding

Recommendation: Provide staff direction for next steps on how to proceed.

9. CORRESPONDENCE:

10. ANNOUNCEMENTS:

11. CITY MANAGER’S REPORT:

12. ADJOURNMENT

Certification of Posting of Agenda

I, Loree’ McCay, Administrative Services Manager/Deputy City Clerk for the City of Nevada City, declare that the foregoing agenda for the April 10th, 2019 Regular Meeting of the Nevada City City Council was posted April 5th, 2019 at the entrance of City Hall. The agenda is also posted on the City’s website www.nevadacityca.gov.

Signed April 5th, 2019, at Nevada City, California

Loree’ McCay, Administrative Services Manager/Deputy City Clerk

CITY OF NEVADA CITY
City Council
Long Range Calendar

April 10, 2019	Regular Council Meeting
April 24, 2019	Regular Council Meeting
May 8, 2019	Regular Council Meeting
May 22, 2019	Regular Council Meeting
May 27, 2019	Memorial Day Observed
June 12, 2019	Regular Council Meeting
June 26, 2019	Regular Council Meeting

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

April 10, 2019

TITLE: Accounts Payable Activity Report – March 2019

RECOMMENDATION: Receive and file.

CONTACT: Loree' McCay, Administrative Services Manager

BACKGROUND / DISCUSSION:

The attached Accounts Payable Activity Report includes all the cash disbursements associated with the City-Wide Expenditures for the month of March 2019.

ENVIRONMENTAL CONSIDERATIONS: Not applicable.

FISCAL IMPACT: Varies Monthly.

ATTACHMENTS:

- ✓ Accounts Payable Activity Report – March 2019

REPORT.: Mar 28 19 Thursday
 RUN....: Mar 28 19 Time: 12:20
 Run By.: Desirae Andresen

City of Nevada City
 Month End Payable Activity Report
 Report for 03-19

PAGE: 001
 ID #: PY-AC
 CTL.: NEV

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
03-19	49E01 (49ER COMMUNICATIONS)	47934	03/11/19	/ /		290.00	RADIO REPAIR
		48079	03/18/19	/ /		30.51	S.GOODSPEED UNIFORM ALLOWANCE
		Vendor's Total ----->				320.51	
03-19	4LE01 (4LEAF, INC.)	J0645-19A	02/25/19	/ /		3145.00	CURLY WOLF BUILDING INSPECTION
03-19	ACE01 (ACE INSUTRIAL SUPPLY, INC.)	1770026	02/14/19	/ /		287.61	RUBBER GLOVES
03-19	ACT03 (ACTION TARGET)	176447	02/28/19	/ /		385.26	RANGE TARGETS ORDER #176447
03-19	ADA05 (ADAM LABORATORIES, INC.)	28022	02/15/19	/ /		600.00	CEILING REPAIR
03-19	ADV11 (ADVANTAGE GEAR, INC.)	7409	12/05/18	/ /		514.59	UNIFORM ALLOWANCE 50% SPLIT GOODSPEED/OTANI
03-19	ALH02 (ALHAMBRA & SIERRA SPRINGS)	030719	03/07/19	/ /		63.37	DPW WATER
03-19	ALL01 (ALL SEASONS POOLS & SPAS)	118569	02/07/19	/ /		42.29	WTP CL2
03-19	AMA00 (SYNCB/AMAZON)	114297544	03/08/19	/ /		524.42	FIRE GRANT/MISC DPW
		665869584	02/02/19	/ /		142.64	PD GEAR
		757667774	02/01/19	/ /		86.97	BATTERY/SHARPS
		883558747	02/13/19	/ /		25.98	GRAFFITI REMOVER
		948649853	02/06/19	/ /		97.53	PD CABINET
		957695496	01/15/19	/ /		12.99	CSO PHONE CHARING CORD
		Vendor's Total ----->				890.53	
03-19	AME19 (AMERICAN FIDELITY)	B872370	03/01/19	/ /		836.40	STD/LTD BENEFITS MAR 2019
03-19	AME24 (AMERICAN UNITED LIFE INSURA MAR 2019)		03/18/19	/ /		411.03	LIFE INS 3/1-3/31/19
03-19	APP01 (APPLIED CONCEPTS, INC.)	341323	02/17/19	/ /		16198.13	RADAR & LIDAR UNITS
		343275	02/21/19	/ /		121.50	LIDAR GUN CASE
		Vendor's Total ----->				16319.63	
03-19	AQU01 (AQUA SIERRA CONTROLS INC)	29420	02/27/19	03/29/19	A	2298.76	WTP INFLUENT VALVE CONTROLLER
		29446	03/08/19	04/07/19	A	849.10	METER CALIBRATION
		Vendor's Total ----->				3147.86	
03-19	ARA01 (ARAMARK)	636620829	02/28/19	/ /		71.69	CITY HALL/DPW MATS
03-19	ARR00 (ARROWHEAD SCIENTIFIC, INC.)	113692	02/27/19	/ /		91.73	EVIDENCE SUPPLIES
		114150	03/14/19	/ /		300.35	EVIDENCE SUPPLIES
		Vendor's Total ----->				392.08	
03-19	AT&15 (AT&T CALNET 3)	12730736	03/10/19	/ /		1047.46	2/10-3/9/19 BAN #9391023504
03-19	AT&16 (AT&T - WWTP)	0301-0228	02/28/19	/ /		96.14	WWTP INTERNET SVC 03/01-03/28/19
03-19	ATO01 (A TO Z SUPPLY)	352506	02/19/19	03/21/19	A	17.14	DEICING SALT
		352853	03/04/19	04/03/19	A	59.54	ALUM FEED SIDE A
		352980	03/08/19	04/07/19	A	39.80	SAND FILTER
		353064	03/11/19	04/10/19	A	32.12	SUMP PUMP
		Vendor's Total ----->				148.60	
03-19	AUB01 (AUBURN FORD)	457794	02/14/19	/ /		65.97	UNIT #24 HEADLIGHT
		457816	02/14/19	/ /		265.59	UNIT #25 BRAKES
		Vendor's Total ----->				331.56	
03-19	B&C01 (B & C TRUE VALUE HOME CTR)	360963	02/19/19	03/21/19	A	139.75	CLEANING SUPPLIES
		361025	02/20/19	03/22/19	A	26.35	CITY HALL TOILET SEAT

City of Nevada City
 Month End Payable Activity Report
 Report for 03-19

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
03-19	B&C01 (B & C TRUE VALUE HOME CTR)	361106	02/20/19	03/22/19	A	117.11	ICE MELT
		361345	02/22/19	03/24/19	A	58.49	STORM DRAIN REPAIR
		361354	02/22/19	03/24/19	A	4.19	WALL HOOK
		362408	03/04/19	04/03/19	A	21.94	CITY HALL DOORS
		362442C	03/04/19	04/03/19	A	6.82	SUPPLIES RETURN
		362597	03/05/19	04/04/19	A	40.35	SEWER REPAIR
		362607	03/05/19	04/04/19	A	38.97	SEWER REPAIR
		362924	03/08/19	04/07/19	A	23.40	POOL PUMP
		363179	03/11/19	04/10/19	A	13.83	PUMP REPAIR
		363180	03/11/19	04/10/19	A	81.53	RAKES
		363215	03/11/19	04/10/19	A	36.11	SEWER REPAIR
		363523	03/13/19	04/12/19	A	321.66	SALLY PORT WORK
		363578	03/13/19	04/12/19	A	14.64	SHEET ROCK TOOL
		363858	03/15/19	04/14/19	A	2.52	WATER PARTS
		Vendor's Total ----->				934.02	
03-19	BAN01 (JOHN PEKAREK, BANNER COMMUN	7617	08/03/18	09/02/18	A	108.00	MIC FOR RADIO
		8307	03/05/19	04/04/19	A	3141.89	UNIT #22/FUSION RADIO AIR QUALITY GRANT REIM
		35619	03/01/19	03/31/19	A	50.00	WWTP RADIO REPEATERS FEB 2019
		Vendor's Total ----->				3299.89	
03-19	BEA02 (BEAM SECURITY SYSTEMS)	R193053	03/01/19	/ /		126.00	COMMERCIAL FIRE INSPECT/MONITOR 3/1-5/31/19
03-19	BLA04 (BLACK BART ORNAMENTL IRON)	47100	01/30/19	/ /		82.18	PARKING METERS
03-19	BLU05 (BLUE SHIELD OF CALIFORNIA)	190730007	03/14/19	/ /		45868.24	HEALTH INS APR 2019 INV#190730007301
03-19	BUC01 (BUCKMASTER OFFICE SOLUTIONS	367728	02/27/19	/ /		156.86	CONTRACT USAGE 01/29-02/27/19
03-19	BUS02 (BUSINESS CARD/B OF A VISA)	FEB 2019	03/06/19	/ /		4089.98	MISC DEPT PURCHASES 02/07-03/06/19
03-19	C&D01 (C & D CONTRACTORS, INC.)	25.1.1	02/14/19	03/16/19	A	10144.17	MEASURE S DRAINAGE 229 BRIDGE ST SINK HOLE
		19000-5	02/21/19	03/23/19	A	8222.00	MEASURE S STREET DRAINAGE REWARD ST
		Vendor's Total ----->				18366.17	
03-19	CAN03 (SYLVIA J. CANO)	022719	02/27/19	/ /		1100.00	JANITOR CITY/VETS HALL FEB 2019
03-19	CAR10 (CARROT-TOP INDUSTRIES INC)	41628200	02/28/19	/ /		249.79	CITY HALL FLAGS
03-19	CAS08 (CASH)	JAN-FEB19	03/08/19	/ /		84.96	PETTY CASH REIMB JAN-FEB 2019
03-19	CHE08 (CHEMTRADE CHEMICALS US LLC)	92591932	03/07/19	/ /		2367.75	WTP ALUM
03-19	CLA01 (STEVIE & JEFF CLARK)	022819	02/28/19	/ /		10100.00	RIGHT OF ENTRY CONTRACT BRLS 5018(012)
03-19	COM08 (COMCAST CABLE)	320-41919	03/15/19	/ /		30.66	MNTHLY TV CHG/MTG REC 3/20-4/19/19
		MAR2-APR1	02/27/19	/ /		90.15	DPW MNTHLY INTERNET 3/2-4/1/19
		Vendor's Total ----->				120.81	
03-19	COO01 (COOLER ZONE)	50467	03/01/19	/ /		49.00	COOLER RENTAL MAR 2019
03-19	COR01 (CORBIN WILLITS SYSTEMS)	B902151	02/15/19	03/17/19	A	423.54	MNTHLY OPS SYS MAR 2019
		B903151	03/15/19	04/14/19	A	423.54	MNTHLY OPS SYS APR 2019
		Vendor's Total ----->				847.08	
03-19	COU05 (COUNTY OF NEVADA)	037050074	10/15/18	11/14/18	A	73.55	5 KIDDER SOLID WSTE REMOVAL FY 18/19
		5096007#2	10/15/18	11/14/18	A	42.42	412 COMMERCIAL SOLID WSTE REMOVAL FY 18/19
		5100016#2	10/15/18	11/14/18	A	176.74	650 JORDAN SOLID WSTE REMOVAL FY 18/19
		5220015#2	10/15/18	11/14/18	A	42.42	201 PROV MINE SOLID WSTE REMOVAL FY 18/19
		5390016#2	10/15/18	11/14/18	A	14.15	211 N PINE SOLID WSTE REMOVAL FY 18/19
		5420041#2	10/15/18	11/14/18	A	1590.62	255 BOULDER SOLID WSTE REMOVAL FY 18/19
		5440002#2	10/15/18	11/14/18	A	1060.41	427 NIMROD SOLID WSTE REMOVAL FY 18/19
		Vendor's Total ----->				3000.31	

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City of Nevada City
 Month End Payable Activity Report
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03-19	COU06 (COUNTY OF NEVADA)	APR 2019	03/22/19	04/21/19	A	9045.42	DISPATCH SVCS APR 2019
03-19	COU23 (NEVADA COUNTY COLLECTIONS)	FEB 2019	03/18/19	04/17/19	A	3456.50	PARKING TIX/POC FEB 2019
03-19	CRA01 (CRANMER ENGINEERING, INC.)	GBC0060	02/28/19	03/30/19	A	215.50	WATER TESTING
		GBC0061	02/28/19	03/30/19	A	111.00	WATER TESTING
		GBC0062	02/28/19	03/30/19	A	189.00	WATER TESTING
		GBC0063	02/28/19	03/30/19	A	202.50	WASTEWATER TESTING
		GBC0064	02/28/19	03/30/19	A	1726.00	WASTEWATER TESTING
		Vendor's Total ----->				2444.00	
03-19	DAT01 (DATA TICKET, INC.)	98764	03/12/19	04/11/19	A	1540.83	TICKET PROCESSING FEB 2019
03-19	DEL08 (DELTA INDUSTRIAL SOLUTIONS)	24952	01/09/19	/ /		1618.61	SUPPLIES
		25230	02/20/19	/ /		1652.12	SUPPLIES
		Vendor's Total ----->				3270.73	
03-19	DEP13 (DEPARTMENT OF JUSTICE)	357775	02/06/19	/ /		140.00	BLOOD & ALCOHOL ANALYSIS JAN 2019
		360843	03/04/19	/ /		98.00	CSO KORTE/VIRGA FEB 2019
		Vendor's Total ----->				238.00	
03-19	DIE01 (DIEPENBROCK & COTTER, LLP)	50129	02/25/19	/ /		138.66	LIABILITY CLAIM #NC032 F#GHC0021571 J.SAKIOK
		50522	03/15/19	/ /		1165.50	LIABILITY CLAIM #NC032 F#GHC0021571 J.SAKIOK
		Vendor's Total ----->				1304.16	
03-19	DOK01 (DOKKEN ENGINEERING)	34497	03/05/19	/ /		9098.81	NEVADA ST BRIDGE DESIGN PROJ#224 JAN & FEB 2
03-19	DYK01 (DYKMAN ELECTRICAL INC)	0485715IN	01/14/19	/ /		2359.45	THEFT REPLACEMENT FLOC-DRIVE
03-19	ELL03 (CHAD ELLIS)	030419	03/04/19	/ /		83.59	RANGE DAY LUNCH 02/21/19
		031319	03/13/19	/ /		897.65	CPCA CONFERENCE EXPENSES 03/06-03/09/19
		Vendor's Total ----->				981.24	
03-19	ENG06 (ENGINEERED FIRE SYSTEMS, IN	14848	03/01/19	/ /		100.00	FIRE PLAN REVIEW ONE ELEVEN KITCHEN&BAR 2/11
		14849	03/01/19	/ /		150.00	2ND SUBMITTAL REVIEW NATIONAL HOTEL 2/15/19
		14850	03/01/19	/ /		200.00	FIRE PLAN REVIEW SEARLS GROUP 2/15/19
		14851	03/01/19	/ /		100.00	FIRE PLAN REVIEW REVIVE ORGANICS 2/19/19
		14852	03/01/19	/ /		100.00	FIRE PLAN REVIEW GREEN HERON RMD 2/22/19
		14853	03/01/19	/ /		200.00	FIRE PLAN REVIEW HELEYON EXTRACTS 2/22/19
		14854	03/01/19	/ /		150.00	FIRE PLAN REVIEW VALLEY OF GRASS 2/28/19
		Vendor's Total ----->				1000.00	
03-19	ERC01 (ALWAYS GREEN CLEAN)	20264	02/26/19	/ /		886.71	FIRE STATION CELING REPAIR
		20267	02/27/19	/ /		886.89	FIRE STATION CELING REPAIR
		Vendor's Total ----->				1773.60	
03-19	FIS02 (RIDJJB, INC.)	66991	02/20/19	03/22/19	A	60.00	TOW #33
03-19	FRI09 (FRIENDS OF BANNER MOUNTAIN)	031219	03/12/19	/ /		300.00	SL 05/25/19 CHK#1093 FRIENDS OF BANNER MTN
03-19	GOL15 (GOLD FLAT EXPRESS LUBE)	35788	02/20/19	/ /		69.98	OIL CHANGE 2011 CROWN VIC
03-19	GRA01 (GRAY ELECTRIC COMPANY)	050227	02/27/19	03/29/19	A	26.00	CITY HALL ALARM SVC MAR 2019
		050228	02/27/19	03/29/19	A	28.00	SEAMANS LDGE ALARM SVC MAR 2019
		Vendor's Total ----->				54.00	
03-19	GRA14 (CITY OF GRASS VALLEY FIRE DFD2118047		03/18/19	04/17/19	A	779.00	STATION COVERAGE-MCCLAIN/CHAU
03-19	GRE17 (GREAT AMERICA FINANCIAL SVC 24409515		03/08/19	/ /		384.46	COPIERS CONTRACT 3/1-3/31/19

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Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
03-19	HAN01 (HANSEN BROS. ENTERPRISES)	318461	02/07/19	03/09/19	A	427.82	SAND FOR BACK FILL
		318504	02/08/19	03/10/19	A	247.08	WATER SERVICE REPAIR
		318535	02/12/19	03/14/19	A	418.31	SAND FOR STORM
		318641	02/20/19	03/22/19	A	426.72	SAND FOR BACKFILL
		418436	03/08/19	04/07/19	A	2247.20	FIRE GRANT
		Vendor's Total ----->				3767.13	
03-19	HIL02 (HILLS FLAT LUMBER CO.)	556679/1	02/19/19	03/21/19	A	61.85	SAND FOR ICE
		556760/1	02/19/19	03/21/19	A	18.32	FREEZER REPAIR
		556871/1	02/20/19	03/22/19	A	157.73	TOOLS
		558768/1	03/04/19	04/03/19	A	140.87	ELECTRICAL CORDS
		560163/1	03/13/19	04/12/19	A	21.45	ROPE
		560896/1	03/18/19	04/17/19	A	216.74	WHEELBARROW
		561044/1	03/18/19	04/17/19	A	650.20	BLOWER, REPLACEMENT FOR THEFT
		561468/1	03/20/19	04/19/19	A	25.33	SAFETY GLASSES
		Vendor's Total ----->				1292.49	
03-19	HIL10 (HILL BROTHERS CHEMICAL CO.)	07049065	02/13/19	/ /		6264.32	WWTP MAG
		07049899	03/07/19	/ /		6237.39	WWTP MAG
		Vendor's Total ----->				12501.71	
03-19	HIR00 (HIRERIGHT, LLC)	H0148993	02/28/19	/ /		81.17	MISC DEPT BACKGROUND CHECKS FEB 2019
03-19	HOL03 (ANGIE HOLM)	020007710	03/20/19	/ /		86.00	FTB REPAYMENT OF DOUBLE PAYMENT TO DMV
03-19	HUE01 (DALLEN HUETTER)	0223-0308	03/11/19	/ /		120.00	FIRE INTERN SVCS 02/23-03/08/19
		0309-0322	03/25/19	/ /		120.00	FIRE INTERN SVCS 03/09-03/22/19
		Vendor's Total ----->				240.00	
03-19	HUR01 (CHARLES HURST)	032119	03/21/19	/ /		215.49	UNIFORM ALLOWANCE
03-19	INT07 (INTERSTATE SALES)	2239	02/28/19	03/30/19	A	683.18	STREET SIGNS
03-19	IRO01 (IRON MOUNTAIN)	AMNH848	02/28/19	/ /		837.07	FILE BOX/MEDIA SHRED 1/30-2/26/19 CUST#RSJ9T
03-19	IRV01 (IRVINE & JACHENS, INC.)	2677	02/26/19	/ /		1423.97	DEPT BADGES
03-19	JHP00 (JH PETROLEUM)	796905	02/28/19	/ /		158.29	FD FUEL FEB 2019
03-19	JON00 (JONES & MAYER)	022819	02/28/19	/ /		3172.50	LEGAL SVCS FEB 2019
03-19	KAE00 (KAESER COMPRESSORS)	913000905	02/22/19	/ /		3911.48	WWTP BLOWER #1 REPAIR
03-19	KIM01 (KIMBALL MIDWEST)	6987184	03/13/19	/ /		594.98	NUT & BOLT VENDOR
		6989435	03/13/19	/ /		1136.85	NUT & BOLT VENDOR
		Vendor's Total ----->				1731.83	
03-19	LEX01 (RELX INC. DBA LEXIS NEXIS)	309188880	02/28/19	/ /		115.00	ONLINE ATTORNEY SVC FEB 2019
03-19	LIF01 (LIFE ASSIST)	903566	02/22/19	03/24/19	A	393.70	MEDICAL SUPPLIES
		905711	03/06/19	04/05/19	A	250.65	MEDICAL SUPPLIES
		905712	03/06/19	04/05/19	A	118.80	MEDICAL SUPPLIES
		Vendor's Total ----->				763.15	
03-19	LOU00 (LOU'S GLOVES INC.)	027432	03/07/19	/ /		88.00	GLOVES, SAFETY
03-19	MAR05 (MARLOW WHITE UNIFORMS, INC.)	0868941	03/05/19	/ /		2555.00	CLASS A FOR ADMIN ASSETT FORFEITURE
03-19	MCD02 (JESSE MCDANIEL)	032219	03/22/19	/ /		612.23	UNIFORM ALLOWANCE REIMB
03-19	MOL00 (JORDAN MOL)	031319	03/13/19	/ /		46.64	MILEAGE REIMB AQUATICS TRAINING

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03-19	MOT04 (MOTOR ELECTRIC SERVICE)	118030	03/01/19	03/31/19	A	87.15	BOBCAT REPAIR
03-19	MOU01 (MOULE PAINT AND GLASS INC)	266819	02/01/19	03/03/19	A	140.62	TRACTOR WINDOW
		267108	02/22/19	03/24/19	A	79.10	TRACTOR WINDOW
			Vendor's Total ----->			219.72	
03-19	MOU02 (JAMES MOULTON)	020007298	03/20/19	/ /		101.00	FTB REPAYMENT OF DOUBLE PAYMENT TO DMV
03-19	MUN05 (MUNICIPAL EMERGENCY SERVICE)	IN1309979	02/13/19	/ /		108.38	RESPIRATOR TESTING/SAFETY
		IN1320914	03/15/19	/ /		321.96	CLZ MASK, SAFETY
			Vendor's Total ----->			430.34	
03-19	NAV02 (EDWARD NAVICKIS)	010319	01/03/19	/ /		120911.51	LDC STREAM RESTORATION PHASE 2
03-19	NCT00 (NEVADA CO. DIGITAL MEDIA CE	640	03/05/19	/ /		840.00	VIDEO SVCS FEB 2019
03-19	NEV02 (NEVADA IRRIGATION DISTRCT)	0102*0305	03/05/19	04/04/19	A	39.80	WATER SVC 5 KIDDER 1/2-3/5/19 ACCT#38626-00
		0102+0305	03/05/19	04/04/19	A	55.80	WATER SVC 5 KIDDER 1/2-3/5/19 ACCT#38493-00
		0102-0305	03/05/19	04/04/19	A	102.90	WATER SVC 201 PROV 1/2-3/5/19 ACCT#37256-00
		0102/0305	03/05/19	04/04/19	A	37.40	WATER SVC 201 PROV 1/2-3/5/19 ACCT#37398-00
			Vendor's Total ----->			235.90	
03-19	NEV17 (NEVADA COUNTY FIRE AGENCY)	2019-2	02/27/19	03/29/19	A	803.60	MEMBERSHIP DUES
03-19	NEV19 (NEVADA CITY AUTO SERVICE)	39453	03/11/19	04/10/19	A	2092.70	#32 VEH MAINT
03-19	NIC00 (ROBIN NICHOLS)	030119	03/01/19	/ /		95.00	REFUND ON DIFFERENCE OF RENTAL FEES SL VS VE
03-19	NOR05 (NORTH STAR TRUCKING, INC.)	48923	02/20/19	03/22/19	A	147.00	TRUCKING
		48951	02/07/19	03/09/19	A	178.75	TRUCKING
		49030	02/12/19	03/14/19	A	178.75	TRUCKING
		49048	02/22/19	03/24/19	A	127.00	PARK ROAD REPAIR
			Vendor's Total ----->			631.50	
03-19	NOR30 (NORTH STATE CONSULTING)	19-02	03/01/19	/ /		5056.00	ENGINEER CONSULTANT FEB 2019
03-19	OCO01 (ITARA O'CONNELL)	031319	03/13/19	/ /		100.00	RVETS 03/10/19 HB ITARA O'CONNELL
03-19	P.S00 (P. SCOTT BROWNE, ATTORNEY)	PE 021519	02/15/19	/ /		9.75	NC B&B LIT P/E 02/15/19
03-19	PAC01 (PAC MACHINE CO., INC.)	75430	02/19/19	/ /		1079.81	RAS PUMP RENTAL
		75669	03/15/19	/ /		2535.75	ANOXIC MIXER REPAIR
		75708	03/19/19	/ /		5431.98	RAS PUMP RENTAL
			Vendor's Total ----->			9047.54	
03-19	PAC02 (PACIFIC GAS & ELECTRIC)	131-228	03/04/19	04/03/19	A	1426.75	MISC ACCTS 1/31-2/28/19
		0116-0214	02/14/19	03/16/19	A	16715.71	GAS/ELECT SVC 1/16-2/14/19
		0215-0318	03/18/19	04/17/19	A	19179.86	GAS/ELECTS SVC 2/15-3/18/19
			Vendor's Total ----->			37322.32	
03-19	PAR01 (PERRY & SUZANNE PARKHURST)	031319	03/13/19	/ /		100.00	RVETS 03/03/19 CHK#749 SUZANNE PARKHURST
03-19	PAR13 (PARENTS' RESOURCE GUIDE)	2090	03/15/19	/ /		454.50	SUMMER PROGRAM AD
03-19	PET02 (PETER SCHACK CONSTRUCTION E	PW-26	03/14/19	/ /		2500.00	DRAINAGE MEASURE S-SEWER REPAIR 4IN LATERAL
03-19	PIT03 (PITNEY BOWES SUPPLIES)	101156805	03/09/19	/ /		113.79	EQUIP RENTAL 12/30/18-03/29/19 INV#101156805
03-19	PIT04 (PITNEY BOWES POSTAGE BY PHO	030519	03/05/19	/ /		1059.00	GENERAL POSTAGE/UTILITY BILLING JAN & FEB 20

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03-19	PLA01 (PLAZA TIRE CO., INC.)	3234838	01/30/19	03/01/19	A	467.83	#33 REPAIR
		3235744	03/04/19	04/03/19	A	55.47	UNIT #27 LUG NUTS
		3235971	03/11/19	04/10/19	A	142.80	SKID STEER TIRE REPAIR
		Vendor's Total ----->				666.10	
03-19	PLA13 (PLATT)	U547842	02/25/19	/ /		17.54	CITY HALL LIGHTS
		U598483	03/05/19	/ /		5.14	CITY HALL LIGHTS
		Vendor's Total ----->				22.68	
03-19	PRE05 (PREMIER ACCESS INSURANCE CO APR 2019		03/11/19	/ /		2669.47	DENTAL BENEFITS APR 2019
03-19	RAY01 (RAY MORGAN CO)	2436886	03/05/19	/ /		53.93	CONTRACT USAGE 2/1-2/28/19
03-19	REA00 (REAL GRAPHIC)	67208	02/15/19	/ /		20.74	MAPPING COPIES
		67399	02/28/19	/ /		78.02	AS-BUILT PRINTING
		Vendor's Total ----->				98.76	
03-19	RID03 (RIDGE ROCK QUARRY)	17371	02/28/19	/ /		398.81	ROAD REPAIR
03-19	RIE02 (RIEBE'S NAPA AUTO PARTS)	821136	02/01/19	03/03/19	A	15.09	SANDER LIGHT
		821326	02/04/19	03/06/19	A	12.00	WIPERS #31
		821828	02/08/19	03/10/19	A	15.44	VAC TRON
		822665	02/18/19	03/20/19	A	8.50	OIL
		822668	02/18/19	03/20/19	A	2.16	STARTING FLUID
		823105	02/21/19	03/23/19	A	63.74	SANDER TRUCK
		823113	02/21/19	03/23/19	A	59.52	SANDER
		823153	02/21/19	03/23/19	A	8.49	WINDSHIELD WASHER FLUID
		823224	02/22/19	03/24/19	A	54.42	OIL
		823227	02/22/19	03/24/19	A	96.69	PIPE FIX
		823336	02/22/19	03/24/19	A	35.92	UNIT #27 WIPER BLADES
		824855	03/11/19	04/10/19	A	83.99	BATTERY CHARGER JUMPER CABLES
		911642	02/07/19	03/09/19	A	63.93	BACKHOE BATTERY
		932816	03/15/19	04/14/19	A	31.93	FUEL CAP
		Vendor's Total ----->				551.82	
03-19	ROB03 (ROBINSON ENTERPRISES, INC.)	19326	02/12/19	03/14/19	A	82.44	WWTP GENERATOR INV#IN00019326 CUST#141130
		19338	02/13/19	03/15/19	A	96.22	WWTP GENERATOR INV#IN00019338 CUST#141130
		19357	02/15/19	03/17/19	A	72.52	WWTP GENERATOR INV#IN00019357 CUST#141130
		19021364	02/15/19	03/17/19	A	1022.44	DPW FUEL INV#FI19021364 CUST#141100
		19021365	02/15/19	03/17/19	A	1143.29	PD FUEL INV#FI19021365 CUST#141120
		19021366	02/15/19	03/17/19	A	447.28	WWTP FUEL INV#FI19021366 CUST#141130
		19021370	02/15/19	03/17/19	A	443.74	FD FUEL INV#FI19021370 CUST#141217
		19022351	02/28/19	03/30/19	A	590.76	DPW FUEL INV#FI19022351 CUST#141100
		19022352	02/28/19	03/30/19	A	919.54	PD FUEL INV#FI19022352 CUST#141120
		19022353	02/28/19	03/30/19	A	136.81	WWTP FUEL INV#FI19022353 CUST#141130
		19022357	02/28/19	03/30/19	A	563.91	FD FUEL INV#FI19022357 CUST#141217
		19031381	03/15/19	04/14/19	A	1055.85	PD FUEL CUST#141120 INV#FI19031381
		19031382	03/15/19	04/14/19	A	64.72	WWTP FUEL CUST#141130 INV#FI19031382
		19031386	03/15/19	04/14/19	A	529.03	FD FUEL INV#141217 INV#FI19031386
		Vendor's Total ----->				7168.55	
03-19	ROB04 (ROBINSON ENTERPRISES INVEST	00133488	03/13/19	04/12/19	A	100.00	GENERATOR MAINT CUST#141130 INV#IN00133488
03-19	RUB01 (JAKE ROBINSON)	0222-0308	03/11/19	/ /		120.00	FIRE INTERN SVCS 02/22-03/08/19
		0308-0322	03/25/19	/ /		180.00	FIRE INTERN SVCS 03/08-03/22/19
		Vendor's Total ----->				300.00	
03-19	RUB02 (PHIL RUBLE & MIMI SIMMONS)	022819	02/28/19	/ /		9600.00	TEMP CONST EASEMENT NEVADA ST BRIDGE REPLACE
03-19	SAN15 (BILL SANDER)	031819	03/18/19	/ /		735.81	WATERWISE PRO T3 03/05-03/06/19
03-19	SCH08 (SCHWAAB, INC.)	C024163	01/10/19	02/09/19	A	100.70	RECORDS STAMP
03-19	SIE04 (SIERRA INSTITUTE FOR)	030519	03/05/19	/ /		100.00	RVETS 02/27/19 CHK#11610 SIERRA INSTITUTE
03-19	SIE05 (SIERRA PACIFIC LOSS MANAGEM	206	03/13/19	/ /		297.00	CELING REPAIR

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03-19	SIE25 (THATCHER COMPANY, INC)	262364	03/06/19	04/05/19	A	2900.01	CHLORINE
		262365C	03/06/19	04/05/19	A	600.00	-CHLORINE RETURN
		262407	03/06/19	04/05/19	A	4834.99	WWTP CHLORINE
		262408C	03/06/19	04/05/19	A	2000.00	-CHLORINE RETURNS
		Vendor's Total ----->				5135.00	
03-19	SIE67 (SIERRA STREAMS INST.)	030519A	03/05/19	/ /		1260.00	BROWNSFIELD QUARTZ MILL SSI FEB 2019
03-19	SIM09 (SIMPLY COUNTRY)	6441	03/11/19	/ /		115.97	GRIT CONTAINMENT BASIN
		6442C	03/11/19	/ /		17.16	-STRAW RETURN
		Vendor's Total ----->				98.81	
03-19	SMA02 (SMARTERBROADBAND, INC.)	50605	03/15/19	/ /		140.00	BROADBAND MNTHLY SVC APR 2019
03-19	SMI13 (SMITH & NEWELL CPA'S)	030719	03/07/19	/ /		4925.00	25% AUDIT SVCS FY 17/18
03-19	SPA01 (SPAR TREE FORESTRY INC)	031519	03/15/19	04/14/19	A	2500.00	TREE REMOVAL
03-19	SPD01 (SPD MARKETS)	06716763	02/20/19	03/22/19	A	18.02	PROP 68 MTG COOKIES
		08414943C	02/21/19	03/23/19	A	10.24	-PROP 68 MTG COOKIES RETURN
		Vendor's Total ----->				7.78	
03-19	STA02 (STATE OF CALIFORNIA)	022819	02/28/19	/ /		167.25	PERMIT FEES NEVADA ST BRIDGE
03-19	STE12 (STERICYCLE, INC.)	300459879	03/01/19	/ /		21.53	SHARPS MNTHLY COLLECTION/MED WSTE MAR 2019
03-19	SUN01 (SUNRISE ENVIRONMENTAL)	95387	02/20/19	03/22/19	A	167.98	SUPPLIES
		95517	02/25/19	03/27/19	A	175.22	CITY BATHROOMS
		95720	03/05/19	04/04/19	A	364.54	CLEANER
		95940	03/13/19	04/12/19	A	305.55	CITY HALL SUPPLIES
		Vendor's Total ----->				1013.29	
03-19	SWR01 (SWRCB)	SW0156982	11/07/18	12/07/18	A	526.00	LDC PERMIT FEE INV#SW-0156982 7/1/18-6/30/19
03-19	THE10 (THE AUTO SHOP)	25610	03/04/19	/ /		80.39	UNIT #26 OIL CHANGE
		25684	03/11/19	/ /		38.69	UNIT #29 OIL CHANGE
		25736	03/15/19	/ /		88.08	UNIT #27 OIL CHANGE
		Vendor's Total ----->				207.16	
03-19	TIM01 (KEVIN TIMMS)	031419	03/14/19	/ /		141.54	TOOLS/SUPPLIES
03-19	UND01 (UNDERGROUND SERVICE ALERT)	122142201	02/13/19	03/15/19	A	253.38	TICKET CHARGE 01/19-12/31/19
03-19	UNI01 (THE UNION)	I00384674	03/01/19	03/31/19	A	139.14	ORD SUMMARY 2019-02 TELECOM AD#384674-01
		I00395222	03/21/19	04/20/19	A	121.58	P.H. CHAMBERS FACILITY RENTAL AD#395222-01
		Vendor's Total ----->				260.72	
03-19	UPS01 (UPS STORE 5417/DJE CONSULTA	16653	02/06/19	/ /		24.50	CSO FINGERPRINTS AMANDA KORTE
03-19	USA01 (USA BLUE BOOK)	820339	02/22/19	03/24/19	A	234.10	CL2 CALIBRATION
		823606	02/26/19	03/28/19	A	363.08	ANALYZER REAGENT
		826159	02/28/19	03/30/19	A	139.18	SAMPLER
		833515	03/08/19	04/07/19	A	271.55	VOLUNTEER GLOVES
		834064	03/08/19	04/07/19	A	1147.25	SEWER TOOLS
		834074	03/08/19	04/07/19	A	100.20	VOLUNTEER GLOVES
		835116	03/11/19	04/10/19	A	525.51	WATER TOOLS
		838716	03/14/19	04/13/19	A	47.69	VOLUNTEER GLOVES
		Vendor's Total ----->				2828.56	
03-19	VAL08 (VALLEY TOXICOLOGY SERV)	3305	02/28/19	/ /		580.00	BLOOD & ALCOHOL ANALYSIS FEB 2019

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03-19	VER01 (VERIZON WIRELESS)	982488622	02/23/19	/ /		1288.65	PD CELL SVC/FD IPAD/DPW EQUIP 01/24-02/23/19
		982488623	02/23/19	/ /		142.24	DPW IPAD MAPPING
		982564318	03/07/19	/ /		63.84	WWTP&WTP ON CALL CELL SVC 2/8-3/7/19
		Vendor's Total ----->				1494.73	
03-19	VSP00 (VISION SERVICE PLAN-(CA))	MAR 2019	02/20/19	/ /		330.17	VISION BENEFITS MAR 2019
03-19	WAS10 (WASTE MGMT. OF NEVADA CO.)	930149380	03/01/19	/ /		83.78	TRASH/GARBAGE DUMP RUN
03-19	WIL02 (WILLIAMS STATIONERY)	0138419	02/20/19	03/22/19	A	3.79	END OF YEAR TAX FORMS
		0138592	03/05/19	04/04/19	A	100.28	MISC OFFICE SUPPLIES
		0138689	03/12/19	04/11/19	A	30.85	PROGRAM GUIDE PAPER/WORKSHOP SUPPLIES
		0138690	03/12/19	04/11/19	A	41.16	OFFICE PENS
		0138691	03/12/19	04/11/19	A	96.43	MISC OFFICE SUPPLIES
		0138741	03/15/19	04/14/19	A	59.25	MISC OFFICE SUPPLIES
		0138752C	03/18/19	04/17/19	A	20.99	OFFICE SUPPLY RETURN
		Vendor's Total ----->				310.77	
03-19	XIO00 (XIO, INC.)	201208238	02/15/19	/ /		265.00	CLOUD & SCADA SVC 02/15/19
03-19	YUB05 (YUBA DOCS MEDICAL GROUP)	742	02/25/19	/ /		846.00	MISC NEW HIRE PLUS IMMUNIZATIONS
		818	03/06/19	/ /		85.00	NEW HIRE T.JENKINS 02/27/19
		822	03/07/19	/ /		75.00	DRUG SCREEN J.FAY 01/14/19
		Vendor's Total ----->				1006.00	
03-19	ZEE01 (ZEE MEDICAL SERVICE CO.)	724903244	03/06/19	04/05/19	A	154.24	MEDICAL SUPPLIES
		Total of Purchases -->				421147.32	

REPORT TO CITY COUNCIL

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

April 10, 2019

TITLE: Side Letter No. 1 to the Nevada City Miscellaneous Employee's Association Memorandum of Understanding (MOU) – Treatment Plant Work Schedule and Related Issues

RECOMMENDATION: Review and approve Side Letter No. 1 to the City of Nevada City Miscellaneous Employee's Association Memorandum of Understanding (MOU) defining Treatment Plant Work schedules and related issues.

CONTACT: Loree' McCay, Administrative Services Manager

BACKGROUND / DISCUSSION:

The current MOU with the City of Nevada City Miscellaneous Employee's Association covers the period of July 1, 2018 to June 30, 2021. Due to the need of 24/7/365 coverage for the treatment plants, the need arose for the City to define alternative work schedules that will provide adequate staffing coverage for projects, allow for standby coverage 7 days a week, and outline and clarify holiday scheduling and pay.

FISCAL IMPACT: There is no expected fiscal impact.

ATTACHMENTS:

- ✓ Side Letter No. 1 to the City of Nevada City Miscellaneous Employee's Association MOU

CITY OF NEVADA CITY
SIDE LETTER NO. 1 TO MEMORANDUM OF UNDERSTANDING

TO: Catrina Olson, City Manager

FROM: Bill Sander, Wastewater/ Water Operator II

SUBJECT: Amendment No. 1 to the Nevada City Miscellaneous Employee's Association Memorandum of Understanding dated July1, 2018 through June 30th, 2021.

EFFECTIVE DATE: April 20, 2019

The Department and City have agreed to adopt the following policy pertaining to the Employees working in the Water/Wastewater Treatment Plants as follows:

TREATMENT PLANT WORK SCHEDULE AND RELATED ISSUES

1. Applicability:

The following applies to Water Treatment Plant and Wastewater Treatment Plant staff who are regularly and permanently assigned to the Treatment Plants.

2. Shift Schedules:

a. Schedules:

i. The forty (40) hour weekly work schedule for employees/operators/relief operators will either be:

- a) Five (5) eight (8) hour work days in a one week period. (Hours and days are fixed by schedule, but subject to change.); or,*
- b) Four (4) ten (10) hour workdays in a one week period. (Hours and days are fixed by schedule, but subject to change.).*

b. Shift Assignment: The City retains complete discretion to determine the most efficient and cost effective means to operate the treatment plant facilities. Operators have no entitlement to any particular shift assignment or right to retain their assignment to any particular shift.

3. Holidays:

a. Holiday Pay for Employees Scheduled but not working:

- i. All employees (regardless of shift assignment) will receive eight (8) hours of holiday pay for each designated holiday, pursuant to the City's Rules and Regulations.*
- ii. If the regularly scheduled workday is greater than 8 hours, the employee may: elect to use either vacation or compensatory time earned to make up for the time in excess of the 8 hours that the employee was scheduled to work; or elect to forego compensation for the difference; or if the department director approves, an employee may work additional hours during the same workweek as the holiday (not overtime), in lieu of using accrued leave*

b. *Holiday on Day Off:*

i. *8-Hour Shift Employees - When a paid holiday falls on an employee's regularly scheduled day off, the employee will be given an alternate 8 hour day off during the same workweek as the holiday. If the employee is required to work this day, he/she shall receive Overtime for Holiday Work according to the Personnel code section 2220.50 for the actual hours worked on his/her holiday.*

ii. *10-Hour Shift Employees - When a paid holiday falls on an employee's regularly scheduled day off, the employee will be given an alternate 8 hour day off during the same workweek as the holiday. If the alternate scheduled workday is greater than 8 hours, the employee may:*

elect to use either vacation or compensatory time earned to make up for the time in excess of the 8 hours that the employee was originally scheduled to work; or elect to forego compensation for the difference; or

upon supervisor approval, an employee may work additional hours during the same designated workweek as the holiday (will not be overtime), in lieu of using accrued leave.

If the employee is required to work this day, he/she shall receive Overtime for Holiday Work according to the Personnel code section 2220.50 for the actual hours worked on his/her holiday.

4. Water/Wastewater Employees Stand-by Time:

a. *This section addresses Water/Wastewater treatment plant employees on stand-by for after hours and weekend/holidays. Stand-by pay shall be \$2.45 per hour for all hours occurring between the end of the shift and the beginning of the next regular shift. Assignment to stand-by will be according to specified work schedules as assigned by the Department Head. Specific days may be traded during the pay period and can be accommodated if there is a stand-by eligible employee available and willing to cover the day(s).*

i. *Stand-by is typically associated to specified work shifts as assigned by the Department Head.*

OVERTIME for WATER AND WASTEWATER EMPLOYEES

Employees in this unit who work in excess of their standard (i.e. regularly scheduled) daily shift (excluding any approved added Holiday hours), or in excess of the applicable overtime threshold, 40 hours in the designated 7-day work period, shall be compensated for such overtime at a rate of one and one-half (1-1/2) times the employee's regular rate of pay.

Catrina Olson, City Manager

Date

Loree' McCay, Administrative Services Manager

Date

Bill Sander, Wastewater/Water Operator II

Date

Monica Barbao, Police Records Coordinator

Date

Shane Kinne, Maintenance Worker II

Date

REPORT TO CITY COUNCIL

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

April 10, 2019

TITLE: Award of Contract for Seaman’s Lodge Floor Refinish at Pioneer Park

RECOMMENDATION: Pass Resolution 2019-XX awarding a contract to Guy & Co. Woodfloors in the amount of \$4,660.00 plus \$700.00 in contingencies for Seaman’s Lodge floor refinish at Pioneer Park in Nevada City and authorize the Mayor to sign.

CONTACT: Bryan K. McAlister, City Engineer
Dawn Zydonis, Parks and Recreation Manager

BACKGROUND/DISCUSSION:

Dawn Zydonis, Nevada City Parks and Recreation Manager, and City Engineering and Public Works staff identified Seaman’s Lodge floor refinishing as a priority for renovation at Pioneer Park. Seaman’s Lodge is available for use for facility rentals and is regularly used by City residents.

City staff solicited bids from local contractors. Bids received are as follows:

- Guy & Co. Woodfloors, Nevada City CA \$ 4,660.00
- Riley’s Hardwood Flooring, Grass Valley CA \$ 6,260.00

Guy & Co. Woodfloors was selected as the lowest responsive and responsible bidder.

FISCAL CONSIDERATIONS: The fiscal year 2018-2019 Parks and Recreation budget includes budgeted outside service maintenance for Pioneer Park facility improvements.

ATTACHMENT:

- ✓ Resolution 2019-XX awarding a contract to Guy & Co. for Seaman’s Lodge Floor Refinish at Pioneer Park
- ✓ Contract for Seaman’s Lodge Floor Refinish at Pioneer Park

RESOLUTION NO. 2018-XX

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NEVADA CITY
TO AWARD A CONTRACT TO GUY & CO. FOR SEAMANS LODGE FLOOR
REFINISH AT PIONEER PARK**

WHEREAS, the City of Nevada City continues to invest in the maintenance of its property assets on an annual basis; and

WHEREAS, funding for the Seaman's Lodge Floor Refinish at Pioneer Park is provided through fiscal year 2019-2020 Special Funds Buildings and Grounds budgeted capital outlay for Pioneer Park; and

WHEREAS, consistent with Municipal Code requirements, City staff advertised and received bids for Seaman's Lodge Floor Refinish at Pioneer Park in Nevada City.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Nevada City to award a contract to Guy & Co. Woodfloors in the amount of \$4,660.00 plus \$700.00 in contingencies for Seaman's Lodge Floor Refinish at Pioneer Park in Nevada City and authorize the Mayor to sign.

PASSED AND ADOPTED at the regular meeting of the City Council of the City of Nevada City on the 10th day of April, 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

David Parker, Mayor

ATTEST:

Niel Locke, City Clerk

REFINISH MAPLE FLOOR IN SEAMAN'S LODGE



City of Nevada City, 95959
Nevada County, California

A handwritten signature in blue ink, reading "D. Zydonis", is written over a horizontal line.

Dawn Zydonis
Parks & Recreation Manager

A handwritten signature in black ink, reading "William J. Falconi", is written over a horizontal line.

William J. Falconi
PE 25842
PLS 4911

NOTICE TO CONTRACTOR'S

REFINISH MAPLE FLOOR

Sealed proposals for The Refinish Maple Floor Seaman's Lodge will be received by the City at City Hall, 317 Broad Street, Nevada City, California, 95959, until **3:00 PM on** _____, at which time, or as soon thereafter as practicable, all such proposals will be publicly opened and read at City Hall, 317 Broad Street, Nevada City, California.

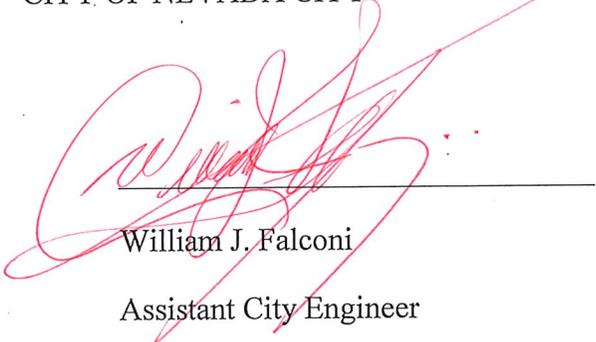
Bids shall be enclosed and sealed in an envelope addressed to the City of Nevada City at the above stated address and shall be marked "The Refinish Maple Floor Seaman's Lodge."

The work includes the furnishing of all labor, materials, and equipment required for the job in accordance with the plans, specifications and other contract documents as set forth by the City Engineer. Such bid documents will be on file with the City staff and are available for inspection during office hours.

The City reserves the right to reject all bids; or to accept any portion of bid schedule; to reject any bid which is incomplete or irregular; to determine which proposal is, in its judgment, the lowest responsible bid of a responsible bidder and to waive any informality or minor irregularity of any bid.

DATED: March 2019

CITY OF NEVADA CITY



William J. Falconi
Assistant City Engineer

PROPOSAL/CONTRACT

Refinish Maple Floor in Seaman's Lodge
427 Nimrod St., Nevada City, CA

TO: City of Nevada City, City Hall, Nevada City, California.

The undersigned, as a bidder, submits the following proposal for the Refinish Maple Floor in Seaman Lodge in the City of Nevada City, California, and offers to perform all work and furnish all labor, materials, tools, equipment, power and water as required for the completion of said project, in accordance with the plans, specifications and all other contract documents. The bidder has inspected the project site and has examined all conditions affecting the proposed work. The bidder is licensed with Contractors State License Board and is registered as a public works contractor with the Department of Industrial Relations as required to bid on this contract.

If this bid is accepted, the bidder agrees to execute the Agreement, and furnish to the City all documents and evidences of insurance, within ten (10) days after receiving written notice of the award of contract, and complete the project within **thirty (30) working days** after receiving written notice to proceed. **No bid bond is required for this project.**

Attached to this bid and made a part hereof is a list of proposed subcontractors, setting forth all information required by Section 4104 of the Government Code.

The undersigned is (state whether individual, partnership or corporation) individual.

DATED: 3-22-19

FIRM NAME: Guy and Co. Wood Floors

BY: 
Signature of Authorized Person

ADDRESS: 11055 Daniels Dr.
Nevada City, CA 95959

Contact Person: Guy Creever
277-3053

PHONE: (530) 277-3053

CELL PHONE: Same

CONTRACTOR'S #: 496269

EXPIRATION: 8-31-20

NEVADA CITY BUSINESS LICENSE #:
_____ EXPIRATION: _____

BID SCHEDULE

**CITY OF NEVADA CITY
Refinish Maple Floor in Seaman's Lodge**

<u>No.</u>	<u>Quantity</u>	<u>Unit</u>	<u>Item Description</u>	<u>Unit Price</u>	<u>Total Price</u>
1.)	1300	SF	Sand & Finish Floor	\$ _____	\$ _____
2.)	120	SF	Sand & Refinish the Stage	\$ _____	\$ _____
3.)	1	L.S.	Sand & Finish Risers & Stair treads	\$ _____	\$ <u>300.00</u>
4.)	1	L.S.	Sand & Finish Threshold to Kitchen	\$ _____	\$ <u>0</u>
5.)	1	L.S.	Replace Douglas Fir Nosing board on stage	\$ _____	\$ <u>100.00</u>
Grand Total:					\$ <u>4,660.00</u>

(A) Approximate total number of days lodge must be closed to complete project (8) days.

(B) Hourly rate/man for extra work \$ 35⁰⁰ hour/man

(C) Deep scratches to remain

LIST OF SUBCONTRACTORS

N/A

<u>NAME</u>	<u>PLACE OF BUSINESS</u>	<u>PORTION OF WORK</u>
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

AGREEMENT

THIS AGREEMENT is made this 10TH day of APRIL 2019, between the CITY OF NEVADA CITY, a municipal corporation, hereinafter called "City," and GUY & Co. WOODFLOORS, hereinafter called "Contractor."

WHEREAS, City has caused to be prepared certain plans, specifications and other contract documents pertaining to the **Refinish Maple Floor in Seaman's Lodge** in said City: and WHEREAS, after notice duly given, City has awarded the contract for such work to Contractor;

NOW, THEREFORE, IT IS AGREED by and between said parties as follows:

1. Scope of Work. The contractor agrees to furnish all labor, materials, tools and equipment, required to complete the improvements in Nevada City, California, in accordance with the plans, specifications and other contract representation made in mandatory meetings. All such work shall be performed in a good and workmanlike manner and to the satisfaction of the designer of said project.

2. Contract Price. As consideration for all such work, City agrees to pay to Contractor the total sum of FOUR THOUSAND SIX HUNDRED AND SIXTY⁰⁰/₁₀₀ (\$ 4,660⁰⁰) Dollars, payable in the manner hereinafter set forth.

3. Contract Documents. The complete contract between the parties hereto consists of the Notice to Contractors, the Information to Bidders, the Bid Proposal, the General Conditions, the Plans and Specifications, and all other drawings and printed or written explanatory matter pertaining thereto. All of the foregoing documents are intended to cooperate, so that any work or requirement specified in any of them is to be carried out or observed the same as if mentioned in all.

4. Time for Performance. Within five (5) days after the execution of this Agreement, City shall give Contractor written Notice to Proceed, and thereafter Contractor shall commence the work and shall prosecute the same with due diligence until completion and acceptance by City; provided, however, that all such work shall be completed and ready for use within **twenty (20) working days** after Contractor receives said Notice to Proceed.

5. Extension of Time. If, because of adverse weather conditions, strikes, inability of the Contractor (through no fault on his/her part) to obtain necessary materials, or other cause beyond the reasonable control of Contractor, Contractor is unable to complete the required work within the allowed time, he shall be entitled to an extension or extensions of such time, commensurate with the unavoidable delay thus caused; provided, however that Contractor shall apply to City for approval of any such extension prior to the expiration of the time for performance as specified in the preceding paragraph.

6. Contractor's Failure to Complete Work. If Contractor fails to prosecute the work with such diligence as will insure its completion within the time hereinabove specified, or any extension thereof, or fails to complete such work within such time, or if Contractor shall otherwise violate this Agreement, City may give written notice to Contractor and his sureties of City's intention to terminate this Agreement unless, within five (5) days after services of such notice, satisfactory arrangements are made with the City for the completion of such work or the curing of such breach; and if such arrangements are not made within such time, City may, at its option, terminate this Agreement by giving written notice of such termination to Contractor and his sureties.

7. Payments to Contractor. On or before the tenth day of each month during the progress of the work, Contractor shall submit to the City Engineer an itemized statement of all labor and materials incorporated into the improvement during the preceding month and the portion of the contract price applicable thereto.

8. Indemnification. Contractor agrees to hold City, and its officers, agents, and employees harmless from any and all liability and claims for damages for death and personal injury, and for property damage, incident to or arising out of the operations of Contractor or any subcontractor under this Agreement, and Contractor further agrees to defend City, and its officers, agents, and employees in any and all lawsuits which may be brought for such damages caused, or alleged to have been caused, by such operations. In addition, Contractor agrees to furnish to the City evidences of insurance coverage. The approval of such insurance by City shall not constitute a waiver or limitation of any rights under this indemnity agreement, regardless of whether such insurance shall be held to be inapplicable to any such damage or claims therefore.

Executed in duplicate this 10TH day of APRIL, 2019.

ATTEST:

CITY OF NEVADA CITY

By: _____
(Mayor)

By: _____
(Contractor)

By: _____
(Authorized Officer)

GENERAL CONDITIONS

1. Inspection of Construction

The Engineer shall have access to the work and the site of the work at all times and the Contractor shall afford such access to the Engineer and shall furnish all relevant information requested by him. At the request of the Engineer the Contractor shall open for inspection any part of the work which has been covered up, and if any part of the work has been covered up in contravention of the instructions of the Engineer, or if on being opened up, is found not to be in accordance with the terms of the contract, the expense of opening and recovering shall be charged to the Contractor. If the work has been covered up but not in contravention of such instructions and is found to be in accordance with the terms of the contract, the actual cost of opening and recovering shall be borne by the City, and in such case, if the work of opening and recovering is done by the Contractor, it shall be considered as extra work and paid for accordingly.

2. Change Orders

If for any reason it becomes necessary or desirable to change the alignment, dimensions, or design of the work, the City shall have the right to issue written change orders therefore. If the Contractor considers that any such change involves extra work, he shall immediately so notify the Engineer in writing, and shall make claim for compensation for such work not later than the first day of the month following the month in which the work was performed. If, in the opinion of the Engineer, any change order results in a change in the amount of work performed, the contract price shall be adjusted for extra work or omitted work, as the case may be.

3. Contractor's Employees and Subcontractors

The Contractor shall at all times be responsible for the adequacy and efficiency of his employees and any subcontractor and the latter's employees. All workers shall have adequate skill and experience to perform properly the work assigned to them.

4. Errors and Omissions

If the Contractor in the course of the work becomes aware of any error or omission in the contract documents, or of any discrepancy between such documents and the physical conditions of the work site, he shall immediately inform the Engineer, who shall take such action as he may deem necessary in order to rectify the matter. Any work done after such discovery and without the authorization of the Engineer will be at the Contractor's risk.

5. Guaranty of Work

For a period of one (1) year after final acceptance of the work by the City, the Contractor shall make all Improvements and replacements arising out of any defective workmanship or materials. If the Contractor fails to make such repairs or replacements within ten (10) days after receiving written notice to do so, or within such further time as may be allowed by the City, the City may undertake such repairs or replacements, in which case the Contractor shall be liable to the City for the cost thereof.

6. Contractor's Responsibility for Work

The Contractor shall be responsible for the proper care and protection of the work, and of all materials delivered to the work site, until completion of the work and its final acceptance by the City.

7. Performance Bond

No Performance bond shall be required for this project.

8. Payment Bond

A payment (labor and materials) bond is required for public works contracts involving an expenditure in excess of twenty-five thousand dollars (\$25,000). If the contract is in excess of this amount the contractor shall provide a payment bond to the City of Nevada City before commencement of work. Cost for the bond shall be included in the contractor bid proposal and no additional compensation will be provided.

A payment bond shall be in an amount not less than 100 percent of the total amount payable pursuant to the contract. The bond shall be in the form of a bond and not a deposit in lieu of a bond. The bond shall be executed by an admitted surety insurer.

9. Workmen's Compensation Insurance

The Contractor shall carry workmen's compensation insurance for all employees working on or about the site of the work, and if any work is subcontracted, the Contractor shall require each subcontractor to carry such insurance for all of the latter's employees, unless they are covered by the Contractor's insurance.

10. Insurance Requirements

CONTRACTOR shall purchase and maintain insurance in amounts of coverage not less than the following amounts:

General Liability: (Including operations, products and completed operations)	\$1,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.
Automobile Liability:	\$1,000,000 per accident for bodily injury and property damage.

The Contractor shall deliver to the City, concurrently with the execution of the contract, certificates evidencing all insurance required by the contract, and each such certificate shall include a provision to the effect that the policy or policies cannot be canceled or materially modified unless the insurer gives the City at least fifteen (15) days written notice thereof prior to such cancellation or modification.

11. Prevailing Wages

Contractor shall pay each laborer, workman or mechanic in accordance with State and Federal Prevailing Wage Rates and the California Labor Code. These wage rates are hereby made a part of this contract:

State General Prevailing Wage Determinations in effect on date advertised

General prevailing wage determination

Journeyman and Apprentice Prevailing Wage Rates can be accessed at the following websites:

<http://www.dir.ca.gov/OPRL/2017-2/PWD/index.htm> and

<http://www.dir.ca.gov/das/publicworks.html>

Reference: Labor Code <http://www.labor.ca.gov/laborlawreg.htm>

Federal Prevailing Wage Determinations in effect on bid date

General Decision # CA170009 CA9

<http://www.wdol.gov/wdol/scafiles/davisbacon/ca.html>

Electronic Certified Payroll Records

- All contractors must furnish electronic certified payroll records to the Labor Commissioner using the online eCPR data system
- No contractor or subcontractor may be listed on a bid proposal for a public works project unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5 [with limited exceptions from this requirement for bid purposes only under Labor Code section 1771.1(a)].
- No contractor or subcontractor may be awarded a contract for public work on a public works project unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5.
- This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.
- The contractor shall post job site notices prescribed by regulation. (See 8 Calif. Code Reg. §16451(d))

Project Specifications

Seaman's Lodge 427 Nimrod St., Nevada City, CA.

PROJECT DESCRIPTION

Refinish maple floor in the main room and also, the stage, stair treads, and risers. Including the threshold to the kitchen. Care must be taken to protect baseboards and adjacent rooms. The contractor must stay on the project full time from start to finish.

le: Lodge has a very busy use schedule coordination with staff requiring days of lodge closure is of most importance.



CITY OF NEVADA CITY
BID OPENING RESULTS

PROJECT: SEAMANS LODGE - ^{FLOOR} REFRESH DATE: 4-2-19

TIME OF BID OPENING: 2 A.M./P.M.

COMPANY NAME

BID AMOUNT

GUY & CO.

\$ 4,660⁻

RILEY'S HARDWOOD FLOORING

\$ 6,260

\$ _____

\$ _____

\$ _____

\$ _____

\$ _____

\$ _____

\$ _____

\$ _____

\$ _____

\$ _____



CITY OF NEVADA CITY
BID OPENING SIGN-IN SHEET

PROJECT: Finish Maple Floor in
Seaman's Lodge

DATE: 4-2-19

TIME OF BID OPENING: 2:00 A.M./P.M.

ATTENDEES – Please Sign-in and Print your name

[Signature]
Signature

BRYAN McALESTER
Print Name

Phone #

[Signature]
Signature

Dawn Zydonis
Print Name

Phone #

[Signature]
Signature

LOREEN MCCRAY
Print Name

Phone #

Signature

Print Name

Phone #

REPORT TO CITY COUNCIL

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

April 10, 2019

TITLE: Award of Contract for 211 Broad St. (National Hotel) Sidewalk in Nevada City

RECOMMENDATION: Pass Resolution 2019-XX awarding a contract to Central Valley Engineering Asphalt Inc. in the amount of \$96,780 plus \$10,000 in contingencies for 211 Broad St. (National Hotel) Sidewalk and authorize the Mayor to sign.

CONTACT: Bryan K. McAlister, City Engineer

BACKGROUND/DISCUSSION:

The City Engineer and Public Works staff identified areas where street rehabilitation is needed at Broad Street.

City staff procured bids for 211 Broad Street (National Hotel) Sidewalk as advertised in March, 2019. Three bids were received, as follows:

- Central Valley Engineering Asphalt Inc, Roseville, CA \$ 96,780
- DMCE Inc. Concrete, Grass Valley CA \$ 100,981
- Bobby Jones Concrete, Nevada City CA \$ 136,900

Central Valley Engineering Asphalt Inc. was selected as the lowest responsive and responsible bidder.

FISCAL CONSIDERATIONS: The project will be funded by Measure “S” funds.

ATTACHMENT:

- ✓ Resolution 2018-XX Award a Contract to Central Valley Engineering Asphalt Inc for 211 Broad St. (National Hotel) Sidewalk
- ✓ Contract for 211 Broad St. (National Hotel) Sidewalk

RESOLUTION NO. 2019-XX

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NEVADA CITY
TO AWARD A CONTRACT TO CENTRAL VALLEY ENGINEERING
ASPHALT INC FOR 211 BROAD STREET (NATIONAL HOTEL) SIDEWALK
IN NEVADA CITY AND AUTHORIZE MAYOR TO SIGN**

WHEREAS, The City of Nevada City has a voter approved sales tax for Measure "S" Paving And Reconstruction Of Various Streets; and

WHEREAS, the sidewalk frontage at 211 Broad Street has been identified as a priority for Measure S street sidewalk and drainage improvements; and

WHEREAS, consistent with the Municipal Code requirements, City staff advertised and received bids for 211 Broad St. (National Hotel) Sidewalk project.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Nevada City to award a contract to Central Valley Engineering Asphalt Inc. in the amount of \$96,780 plus \$10,000 contingencies for 211 Broad St. (National Hotel) Sidewalk and authorize the Mayor to sign.

PASSED AND ADOPTED at the regular meeting of the City Council of the City of Nevada City on the 10th day of April, 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

David Parker, Mayor

ATTEST:

Niel Locke, City Clerk

**211 BROAD ST.
(NATIONAL HOTEL)
SIDEWALK**



City of Nevada City, 95959
Nevada County, California

Bryan K. McAlister
PE C58570
PLS 9199

William J. Falconi
PE 25842
PLS 4911

NOTICE TO CONTRACTOR'S

211 Broad St. (National Hotel) Sidewalk

Sealed proposals for 211 Broad St. (National Hotel) Sidewalk will be received by the City at City Hall, 317 Broad Street, Nevada City, California, 95959, until **3:00 PM on April 4th, 2019**, at which time, or as soon thereafter as practicable, all such proposals will be publicly opened and read at City Hall, 317 211 Broad St. (National Hotel), Nevada City, California.

Bids shall be enclosed and sealed in an envelope addressed to the City of Nevada City at the above stated address and shall be marked "211 Broad St. (National Hotel) Sidewalk ".

The work includes the furnishing of all labor, materials, and equipment required for the job in accordance with the plans, specifications and other contract documents as set forth by the City Engineer. Such bid documents will be on file with the City staff and are available for inspection during office hours.

The City reserves the right to reject all bids; or to accept any portion of bid schedule; to reject any bid which is incomplete or irregular; to determine which proposal is, in its judgment, the lowest responsible bid of a responsible bidder and to waive any informality or minor irregularity of any bid.

DATED: March 19, 2019

CITY OF NEVADA CITY

William J. Falconi

Assistant City Engineer

PROPOSAL/CONTRACT

211 BROAD ST. (NATIONAL HOTEL) SIDEWALK
Nevada City, CA

TO: City of Nevada City, City Hall, Nevada City, California.

The undersigned, as a bidder, submits the following proposal for **211 Broad St. (National Hotel) Sidewalk** in the City of Nevada City, California, and offers to perform all work and furnish all labor, materials, tools, equipment, power and water as required for the completion of said project, in accordance with the plans, specifications and all other contract documents. The bidder has inspected the project site and has examined all conditions affecting the proposed work.

The bidder is licensed with Contractors State License Board and is registered as a public works contractor with the Department of Industrial Relations as required to bid on this contract.

If this bid is accepted, the bidder agrees to execute the Agreement, and furnish to the City all documents and evidences of insurance, within ten (10) days after receiving written notice of the award of contract, and complete the project within **thirty (30) working days** after receiving written notice to proceed. **Expected Date of Completion is June 1, 2019. No bid bond is required for this project.**

Attached to this bid and made a part hereof is a list of proposed subcontractors, setting forth all information required by Section 4104 of the Government Code.

The undersigned is (state whether individual, partnership or corporation) Corp.

DATED: April 1, 2019

FIRM NAME: Central Valley Engineering & Asphalt, Inc.

ADDRESS: 216 Kenroy Lane
Roseville, CA 95678

PHONE: 916-791-1609

CELL PHONE: 916-257-6064

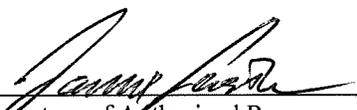
CONTRACTOR'S #: 773404

EXPIRATION: 3/31/2020

NEVADA CITY BUSINESS LICENSE

#: see below ** EXPIRATION: _____

** Will obtain City business license if low bid

BY: 
Signature of Authorized Person

Contact Person: James Castle, CFO/Secretary

BID SCHEDULE

**CITY OF NEVADA CITY
211 BROAD ST. (NATIONAL HOTEL) SIDEWALK**

<u>No.</u>	<u>Quantity</u>	<u>Unit</u>	<u>Item Description</u>	<u>Unit Price</u>	<u>Total Price</u>
1.)	1	LS	Mobilization / Demolition	\$ <u>750.00</u>	\$ <u>750.00</u>
2.)	20	TON	Asphalt Concrete	\$ <u>525.00</u>	\$ <u>10,500.00</u>
3.)	1	LS	Grind Asphalt	\$ <u>5700.00</u>	\$ <u>5700.00</u>
4.)	10	TON	Aggregate Base	\$ <u>125.00</u>	\$ <u>1250.00</u>
5.)	1,050	SF	Concrete Sidewalk	\$ <u>32.50</u>	\$ <u>34125.00</u>
6.)	125	LF	Curb (measured by frontage length and includes double curb and varying heights)	\$ <u>181.00</u>	\$ <u>22625.00</u>
7.)	1	EA	Ramp w/ Truncated Domes	\$ <u>3100.00</u>	\$ <u>3100.00</u>
8.)	2	EA	Drainage Inlet	\$ <u>625.00</u>	\$ <u>1250.00</u>
9.)	90	LF	Storm Drain Pipe	\$ <u>112.00</u>	\$ <u>10080.00</u>
10.)	1	LS	Concrete Driveway	\$ <u>7400.00</u>	\$ <u>7400.00</u>
				SUBTOTAL:	\$ <u>96,780.00</u>

1. Mobilization / Demolition shall include all incidental work as shown on the plans that is not listed otherwise listed on this bid schedule as a pay item.
2. Provide #4 bar reinforcement 18" O.C. for all concrete

LIST OF SUBCONTRACTORS

<u>NAME</u>	<u>PLACE OF BUSINESS</u>	<u>PORTION OF WORK</u>
1. ABSL Construction	Hayward, CA	Asphalt Grinding
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

AGREEMENT

THIS AGREEMENT is made this 10TH day of APRIL 2019, between the CITY OF NEVADA CITY, a municipal corporation, hereinafter called "City," and Central Valley Engr & Asphalt Inc., hereinafter called "Contractor."

WHEREAS, City has caused to be prepared certain plans, specifications and other contract documents pertaining to the **211 BROAD ST. (NATIONAL HOTEL) SIDEWALK** in said City: and

WHEREAS, after notice duly given, City has awarded the contract for such work to Contractor;

NOW, THEREFORE, IT IS AGREED by and between said parties as follows:

1. Scope of Work. The contractor agrees to furnish all labor, materials, tools and equipment, required to complete the improvements in Nevada City, California, in accordance with the plans, specifications and other contract representation made in mandatory meetings. All such work shall be performed in a good and workmanlike manner and to the satisfaction of the designer of said project.

2. Contract Price. As consideration for all such work, City agrees to pay to Contractor the total sum of NINETY SIX THOUSAND SEVEN HUNDRED AND (\$ 96,780) Dollars, payable in the manner hereinafter set forth. EIGHTY 09/100

3. Contract Documents. The complete contract between the parties hereto consists of the Notice to Contractors, the Information to Bidders, the Bid Proposal, the General Conditions, the Plans and Specifications, and all other drawings and printed or written explanatory matter pertaining thereto. All of the foregoing documents are intended to cooperate, so that any work or requirement specified in any of them is to be carried out or observed the same as if mentioned in all.

4. Time for Performance. Within five (5) days after the execution of this Agreement, City shall give Contractor written Notice to Proceed, and thereafter Contractor shall commence the work and shall prosecute the same with due diligence until completion and acceptance by City; provided, however, that all such work shall be completed and ready for use within **Thirty (30) working days** after Contractor receives said Notice to Proceed. **(Expected Date of Completion is June 1, 2019).**

5. Extension of Time. If, because of adverse weather conditions, strikes, inability of the Contractor (through no fault on his/her part) to obtain necessary materials, or other cause beyond the reasonable control of Contractor, Contractor is unable to complete the required work within the allowed time, he shall be entitled to an extension or extensions of such time, commensurate with the unavoidable delay thus caused; provided, however that Contractor shall apply to City for approval of any such extension prior to the expiration of the time for performance as specified in the preceding paragraph.

6. Contractor's Failure to Complete Work. If Contractor fails to prosecute the work with such diligence as will insure its completion within the time hereinabove specified, or any extension thereof, or fails to complete such work within such time, or if Contractor shall otherwise violate this Agreement, City may give written notice to Contractor and his sureties of City's intention to terminate this Agreement unless, within five (5) days after services of such notice, satisfactory arrangements are made with the City for the completion of such work or the curing of such breach; and if such arrangements are not made within such time, City may, at its option, terminate this Agreement by giving written notice of such termination to Contractor and his sureties.

7. Payments to Contractor. On or before the tenth day of each month during the progress of the work, Contractor shall submit to the City Engineer an itemized statement of all labor and materials incorporated into the improvement during the preceding month and the portion of the contract price applicable thereto. City shall pay to Contractor a sum equal to ninety (90%) percent of the contract price apportionment for approved progress payments.

The remaining ten (10%) percent shall be paid to Contractor thirty-five (35) days after final acceptance of the work by City.

8. Indemnification. Contractor agrees to hold City, and its officers, agents, and employees harmless from any and all liability and claims for damages for death and personal injury, and for property damage, incident to or arising out of the operations of Contractor or any subcontractor under this Agreement, and Contractor further agrees to defend City, and its officers, agents, and employees in any and all lawsuits which may be brought for such damages caused, or alleged to have been caused, by such operations. In addition, Contractor agrees to furnish to the City evidences of insurance coverage. The approval of such insurance by City shall not constitute a waiver or limitation of any rights under this indemnity agreement, regardless of whether such insurance shall be held to be inapplicable to any such damage or claims therefore.

Executed in duplicate this 10TH day of APRIL, 2019.

ATTEST:

CITY OF NEVADA CITY

By: _____
(Mayor)

By: _____
(Contractor)

By: _____
(Authorized Officer)

GENERAL CONDITIONS

1. Inspection of Construction

The Engineer shall have access to the work and the site of the work at all times and the Contractor shall afford such access to the Engineer and shall furnish all relevant information requested by him. At the request of the Engineer the Contractor shall open for inspection any part of the work which has been covered up, and if any part of the work has been covered up in contravention of the instructions of the Engineer, or if on being opened up, is found not to be in accordance with the terms of the contract, the expense of opening and recovering shall be charged to the Contractor. If the work has been covered up but not in contravention of such instructions and is found to be in accordance with the terms of the contract, the actual cost of opening and recovering shall be borne by the City, and in such case, if the work of opening and recovering is done by the Contractor, it shall be considered as extra work and paid for accordingly.

2. Change Orders

If for any reason it becomes necessary or desirable to change the alignment, dimensions, or design of the work, the City shall have the right to issue written change orders therefore. If the Contractor considers that any such change involves extra work, he shall immediately so notify the Engineer in writing, and shall make claim for compensation for such work not later than the first day of the month following the month in which the work was performed. If, in the opinion of the Engineer, any change order results in a change in the amount of work performed, the contract price shall be adjusted for extra work or omitted work, as the case may be.

3. Contractor's Employees and Subcontractors

The Contractor shall at all times be responsible for the adequacy and efficiency of his employees and any subcontractor and the latter's employees. All workers shall have adequate skill and experience to perform properly the work assigned to them.

4. Errors and Omissions

If the Contractor in the course of the work becomes aware of any error or omission in the contract documents, or of any discrepancy between such documents and the physical conditions of the work site, he shall immediately inform the Engineer, who shall take such action as he may deem necessary in order to rectify the matter. Any work done after such discovery and without the authorization of the Engineer will be at the Contractor's risk.

5. Guaranty of Work

For a period of one (1) year after final acceptance of the work by the City, the Contractor shall make all Improvements and replacements arising out of any defective workmanship or materials. If the Contractor fails to make such repairs or replacements within ten (10) days after receiving written notice to do so, or within such further time as may be allowed by the City, the City may undertake such repairs or replacements, in which case the Contractor shall be liable to the City for the cost thereof.

6. Contractor's Responsibility for Work

The Contractor shall be responsible for the proper care and protection of the work, and of all materials delivered to the work site, until completion of the work and its final acceptance by the City.

7. Performance Bond

No Performance bond shall be required for this project.

8. Payment Bond

A payment (labor and materials) bond is required for public works contracts involving an expenditure in excess of twenty-five thousand dollars (\$25,000). If the contract is in excess of this amount the contractor shall provide a payment bond to the City of Nevada City before commencement of work. Cost for the bond shall be included in the contractor bid proposal and no additional compensation will be provided.

A payment bond shall be in an amount not less than 100 percent of the total amount payable pursuant to the contract. The bond shall be in the form of a bond and not a deposit in lieu of a bond. The bond shall be executed by an admitted surety insurer.

9. Workmen's Compensation Insurance

The Contractor shall carry workmen's compensation insurance for all employees working on or about the site of the work, and if any work is subcontracted, the Contractor shall require each subcontractor to carry such insurance for all of the latter's employees, unless they are covered by the Contractor's insurance.

10. Insurance Requirements

CONTRACTOR shall purchase and maintain insurance in amounts of coverage not less than the following amounts:

General Liability: (Including operations, products and completed operations)	\$1,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.
Automobile Liability:	\$1,000,000 per accident for bodily injury and property damage.

The Contractor shall deliver to the City, concurrently with the execution of the contract, certificates evidencing all insurance required by the contract, and each such certificate shall include a provision to the effect that the policy or policies cannot be canceled or materially modified unless the insurer gives the City at least fifteen (15) days written notice thereof prior to such cancellation or modification.

11. Prevailing Wages

Contractor shall pay each laborer, workman or mechanic in accordance with State and Federal Prevailing Wage Rates and the California Labor Code. These wage rates are hereby made a part of this contract:

State General Prevailing Wage Determinations in effect on date advertised

General prevailing wage determination

Journeyman and Apprentice Prevailing Wage Rates can be accessed at the following websites:

<http://www.dir.ca.gov/OPRL/2017-2/PWD/index.htm> and

<http://www.dir.ca.gov/das/publicworks.html>

Reference: Labor Code <http://www.labor.ca.gov/laborlawreg.htm>

Federal Prevailing Wage Determinations in effect on bid date

General Decision # CA170009 CA9

<http://www.wdol.gov/wdol/scafiles/davisbacon/ca.html>

Electronic Certified Payroll Records

- All contractors must furnish electronic certified payroll records to the Labor Commissioner using the online eCPR data system
- No contractor or subcontractor may be listed on a bid proposal for a public works project unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5 [with limited exceptions from this requirement for bid purposes only under Labor Code section 1771.1(a)].
- No contractor or subcontractor may be awarded a contract for public work on a public works project unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5.
- This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.
- The contractor shall post job site notices prescribed by regulation. (See 8 Calif. Code Reg. §16451(d))

Project Specifications

PROJECT LIMITS

Project is located at 211 Broad St. (National Hotel), Nevada City, CA. Project limits are as shown on the improvement plans.

PROJECT DESCRIPTION

The project is to replace the sidewalk along the full frontage of the National Hotel with improved ADA Access to the building entrances. Contractor to furnish all labor, equipment and materials necessary for the project. Disposal of demolished materials, debris or excess material shall be provided by the contractor at their expense. Traffic control and sidewalk closure temporary fencing shall be provided by the contractor at their expense.

EXPECTED DATE OF COMPLETION IS JUNE 1, 2019.



CITY OF NEVADA CITY
BID OPENING RESULTS

PROJECT: National Hotel ^{Sidewalk} DATE: 4 April 2019
TIME OF BID OPENING: 3:00 A.M./P.M.

COMPANY NAME

BID AMOUNT

Central Valley

\$ 96,780 -

Jones

\$ 136,900 -

Dave Matson

\$ 100,981

\$ _____

\$ _____

\$ _____

\$ _____

\$ _____

\$ _____

\$ _____

\$ _____

\$ _____

— National Hotel Sidewalk —

Signature

Phone #

Print Name

Print Name

Signature

Phone #

Print Name

William J. Falconi
916-765-1010

William J. Falconi

[Signature]
530-265-2496

LOREE MCCAY

[Signature]
530-277-0278

William Highsmith

[Signature]
265-2757

BRYAN McALESTER

[Signature]
530-210-4017

Chris Tremewen

Peter D. Van Matre
530-272-2708

PETER D. VAN MATRE

CITY OF NEVADA CITY

ENGINEERING • SURVEYING
PLANNING

NEVADA
CITY
ENGINEERING, INC. 

505-B COYOTE STREET NEVADA CITY
(530)265-6911

PREPARED BY

505 COYOTE STREET • P.O. BOX 1437 • NEVADA CITY . CALIF.



SHEET INDEX

- 1 TITLE SHEET
- 2 PLAN + PROFILE
- 3 NOTES + DETAILS

REVIEWED AND APPROVED ON BEHALF OF THE
CITY OF NEVADA CITY BY:

BRYAN K MCALISTER . R.C.E.58570
CITY ENGINEER

DATE: _____

REVISION:	DATE:	DESCRIPTION:
1	2/28/19	SUBMITTAL

Broad Street
Sidewalk Improvements

TITLE SHEET

C-1

BROAD

STREET

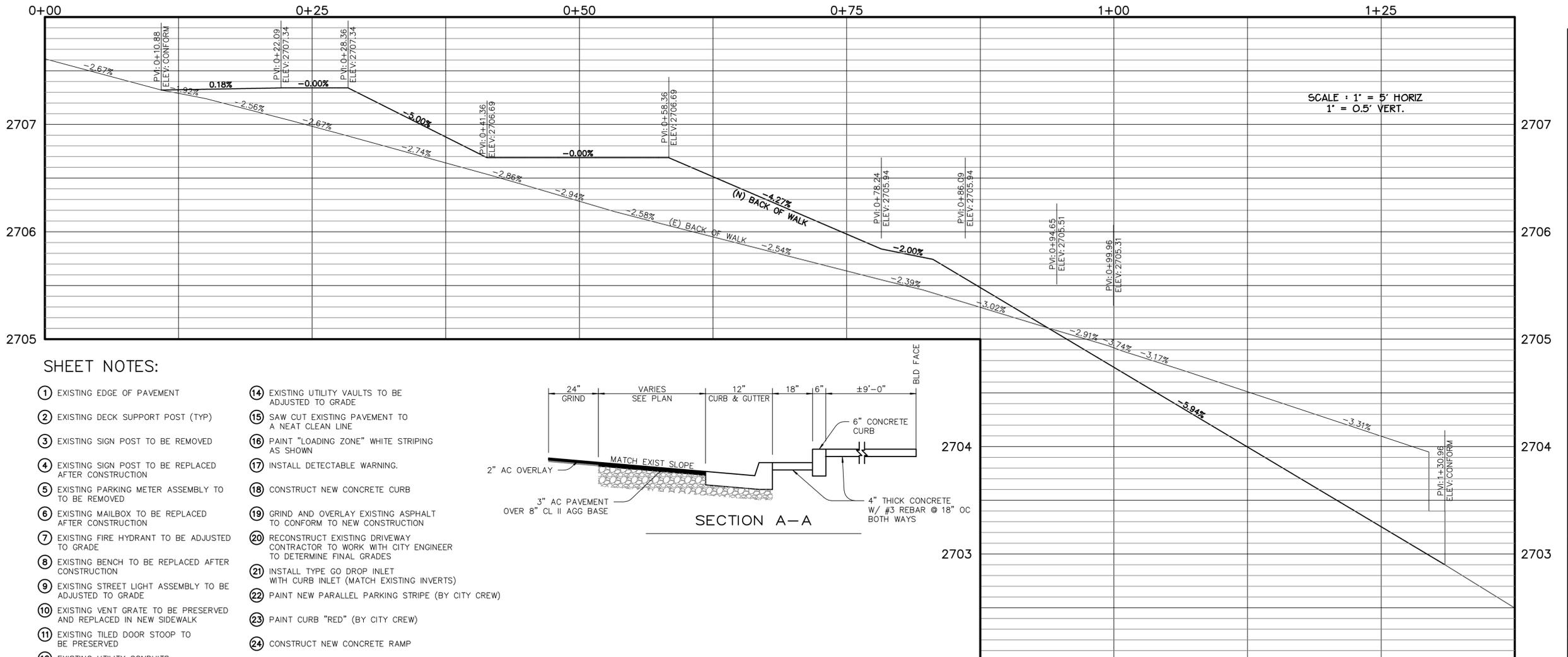
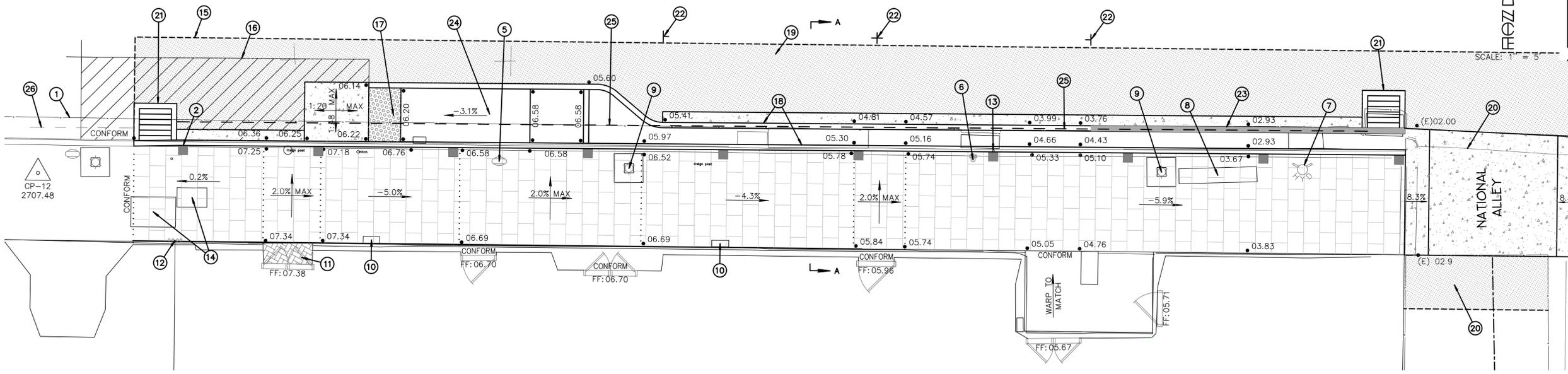
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PLANNING

NEVADA
CITY
ENGINEERING, INC.

505-B COYOTE STREET NEVADA CITY
(530)265-6911



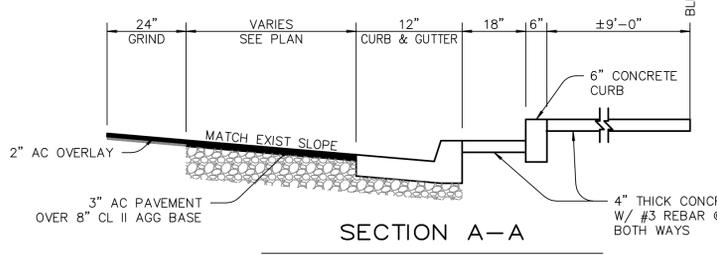
SCALE: 1" = 5'



SCALE: 1" = 5' HORIZ
1" = 0.5' VERT.

SHEET NOTES:

- ① EXISTING EDGE OF PAVEMENT
- ② EXISTING DECK SUPPORT POST (TYP)
- ③ EXISTING SIGN POST TO BE REMOVED
- ④ EXISTING SIGN POST TO BE REPLACED AFTER CONSTRUCTION
- ⑤ EXISTING PARKING METER ASSEMBLY TO BE REMOVED
- ⑥ EXISTING MAILBOX TO BE REPLACED AFTER CONSTRUCTION
- ⑦ EXISTING FIRE HYDRANT TO BE ADJUSTED TO GRADE
- ⑧ EXISTING BENCH TO BE REPLACED AFTER CONSTRUCTION
- ⑨ EXISTING STREET LIGHT ASSEMBLY TO BE ADJUSTED TO GRADE
- ⑩ EXISTING VENT GRATE TO BE PRESERVED AND REPLACED IN NEW SIDEWALK
- ⑪ EXISTING TILED DOOR STOOP TO BE PRESERVED
- ⑫ EXISTING UTILITY CONDUITS
- ⑬ EXISTING DOWNSPOUT TO REMAIN CONNECT TO STORM DRAIN
- ⑭ EXISTING UTILITY VAULTS TO BE ADJUSTED TO GRADE
- ⑮ SAW CUT EXISTING PAVEMENT TO A NEAT CLEAN LINE
- ⑯ PAINT "LOADING ZONE" WHITE STRIPING AS SHOWN
- ⑰ INSTALL DETECTABLE WARNING.
- ⑱ CONSTRUCT NEW CONCRETE CURB
- ⑳ GRIND AND OVERLAY EXISTING ASPHALT TO CONFORM TO NEW CONSTRUCTION
- ㉑ RECONSTRUCT EXISTING DRIVEWAY CONTRACTOR TO WORK WITH CITY ENGINEER TO DETERMINE FINAL GRADES
- ㉒ INSTALL TYPE GO DROP INLET WITH CURB INLET (MATCH EXISTING INVERTS)
- ㉓ PAINT NEW PARALLEL PARKING STRIPE (BY CITY CREW)
- ㉔ PAINT CURB "RED" (BY CITY CREW)
- ㉕ CONSTRUCT NEW CONCRETE RAMP
- ㉖ REPLACE EXISTING STORM DRAIN WITH 8" SDR 35 PIPE
- ㉗ EXISTING STORM DRAIN, PROTECT IN PLACE



NOTE: ALL EXISTING GRANITE CURB SHALL BE SALVAGED TO CITY CORPORATION YARD FOR REUSE.

REVISION:	DATE:	DESCRIPTION:
1	2/28/19	SUBMITTAL

Broad Street
Sidewalk Improvements

PLAN & PROFILE

C-2

**STANDARD PLANS
AND SPECIFICATIONS:**

- ALL STREET, SEWER AND DRAINAGE PIPELINES, AND SURFACE IMPROVEMENTS SHALL BE CONSTRUCTED IN ACCORDANCE WITH THESE PLANS, THE DETAILS SHOWN HEREON, THE CITY OF NEVADA CITY'S LATEST EDITION OF CONSTRUCTION SPECIFICATIONS, IMPROVEMENT STANDARDS, STANDARD DRAWINGS AND STATE OF CALIFORNIA, DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS DATED JULY, 1995.

GENERAL NOTES:

- ALL ELEVATIONS SHOWN HEREON ARE BASED ON U.S.G.S. DATUM AS TRANSFERRED TO CONTROL POINT IDENTIFIED AS CP-12, ELEVATION OF 2707.48
- THE CONTRACTOR SHALL NOT BEGIN WORK SHOWN ON THESE PLANS UNTIL THE CITY ENGINEER'S SIGNATURE OF APPROVAL IS AFFIXED HEREON AND ALL APPLICABLE PERMITS HAVE BEEN OBTAINED. THE CONTRACTOR SHALL, AT HIS OWN EXPENSE, PROVIDE ALL PERMITS, CERTIFICATES, AND LICENSES REQUIRED BY LAW, UNLESS SPECIFICALLY AGREED WITH BY OWNER TO BE PROVIDED BY OWNER. THERE SHALL BE AN APPROVED SET OF PLANS ON THE JOB DURING ANY CONSTRUCTION.
- THE CONTRACTOR SHALL OBTAIN AN ENCROACHMENT PERMIT FROM THE CITY OF NEVADA CITY PRIOR TO DOING ANY WORK WITHIN THE CITY RIGHT-OF-WAY.
- THE CONTRACTOR SHALL CONTACT THE CITY OF NEVADA CITY ENGINEERING DEPT. TO SCHEDULE A PRE CONSTRUCTION MEETING AT LEAST TEN (10) WORKING DAYS PRIOR TO THE START OF CONSTRUCTION (TELEPHONE 530-265-2496).
- CONTRACTOR SHALL ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR CONSTRUCTION OF THIS PROJECT, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY. THIS REQUIREMENT SHALL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS. THE CONTRACTOR SHALL DEFEND, INDEMNIFY AND HOLD THE OWNER AND THE DESIGN ENGINEER HARMLESS FROM ANY AND ALL LIABILITY, REAL OR ALLEGED IN CONNECTION WITH THE PERFORMANCE OF WORK ON THIS PROJECT, EXCEPTING FOR LIABILITY ARISING FROM THE INTENTIONAL NEGLIGENCE OF THE OWNER OR ENGINEER.
- THE CONTRACTOR IS HEREBY NOTIFIED THAT PRIOR TO COMMENCING CONSTRUCTION HE IS RESPONSIBLE FOR CONTACTING ALL UTILITY COMPANIES FOR VERIFICATION AT THE CONSTRUCTION SITE OF THE LOCATIONS OF ALL UNDERGROUND FACILITIES WHERE SUCH FACILITIES MAY CONFLICT WITH PLACEMENT OF IMPROVEMENTS SHOWN ON THIS PLAN. CALL 'UNDERGROUND SERVICE ALERT' AT 800-642-2444 PRIOR TO ANY EXCAVATION.
- THE LOCATIONS OF ALL UNDERGROUND FACILITIES SHOWN ON THIS PLAN ARE APPROXIMATE. A REASONABLE EFFORT HAS BEEN MADE TO LOCATE AND DELINEATE ALL UNDERGROUND FACILITIES. HOWEVER, THE DESIGN ENGINEER ASSUMES NO LIABILITY FOR THE ACCURACY OR COMPLETENESS OF THE EXISTING FACILITIES SHOWN HEREON OR FOR THE EXISTENCE OF OTHER UNDERGROUND UTILITIES NOT SHOWN ON THESE PLANS. THE CONTRACTOR SHALL VERIFY THE LOCATION OF ALL EXISTING FACILITIES AND IMMEDIATELY NOTIFY THE DESIGN ENGINEER IF ANY SUCH FACILITIES INTERFERE WITH THE CONSTRUCTION OF IMPROVEMENTS. IF SO DIRECTED BY THE DESIGN ENGINEER, THE CONTRACTOR SHALL STOP WORK IMMEDIATELY UNTIL REMEDIAL ACTION CAN BE TAKEN. ANY COST RESULTING FROM THE CONTRACTOR'S FAILURE TO REPORT WORK AS DIRECTED, WILL BE THE RESPONSIBILITY OF THE CONTRACTOR.
- THE CONTRACTOR SHALL REQUEST CONSTRUCTION STAKING FOR ANY PARTICULAR PHASE OR WORK NO LESS THAN TWO WORKING DAYS PRIOR TO COMMENCEMENT OF CONSTRUCTION. THE CONTRACTOR SHALL REQUEST A FORM OR GRADE STAKE PRIOR TO PLACING OF IMPROVEMENTS. THE OWNER'S ENGINEER SHALL SET ONE SET OF STAKES WITH R.P. STAKES AS NECESSARY TO CONSTRUCT THE PROJECT. ALL STAKES AND SURVEY MARKERS WILL BE CONSPICUOUSLY MARKED WITH FLAGGING TAPE AND THE CONTRACTOR SHALL INFORM HIS EMPLOYEES AND HIS SUB-CONTRACTORS OF THEIR IMPORTANCE AND THE NECESSITY FOR THEIR PRESERVATION. THE CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR THE MAINTENANCE AND PROTECTION OF ALL SURVEY MARKERS OR STAKES ONCE SET AND SHALL BE RESPONSIBLE FOR ANY REPLACEMENT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR MISTAKES IN CONSTRUCTION CAUSED BY THE LOSS OR DISTURBANCE OF SURVEY STAKES.
- PRIOR TO ANY CORRECTIVE ACTION BY THE CONTRACTOR, THE CONTRACTOR SHALL NOTIFY THE DESIGN ENGINEER FOR VERIFICATION AND RESTAKING AS REQUIRED.
- THE CONTRACTOR SHALL PROVIDE ONE COMPLETE SET OF AS-BUILT CHANGES. THE CHANGES SHALL BE PLACED ON A CLEAN SET OF BLUE LINE DRAWINGS IN RED, AND GIVEN TO THE DESIGN ENGINEER AT JOB COMPLETION.
- THE CALIFORNIA DIVISION OF OCCUPATIONAL SAFETY AND HEALTH ENFORCES THE REQUIREMENT THAT BUILDING AND CONSTRUCTION CONTRACTORS OBTAIN A PERMIT PRIOR TO COMMENCING CERTAIN TYPE OF HAZARDOUS ACTIVITY, AS SPECIFIED IN SECTION 6500 OF THE STATE LABOR CODE AND SECTION 341 OF TITLE 8 OF THE CALIFORNIA CODE OF REGULATIONS. THESE ACTIVITIES INCLUDE CONSTRUCTION OF TRENCHES OR EXCAVATIONS WHICH ARE FIVE FEET OR DEEPER AND INTO WHICH A PERSON IS REQUIRED TO DESCEND, THE CONSTRUCTION OR DEMOLITION OF ANY BUILDING, STRUCTURE FALSE WORK, OR SCAFFOLDING MORE THAN THREE STORIES HIGH OR THE EQUIVALENT HEIGHT, AND THE UNDERGROUND USE OF DIESEL ENGINES IN WORK IN MINES AND TUNNELS. CONSTRUCTION PERMITS ARE ISSUED BY DISTRICT OFFICES OF THE DIVISION. THE SACRAMENTO OFFICE IS LOCATED AT:

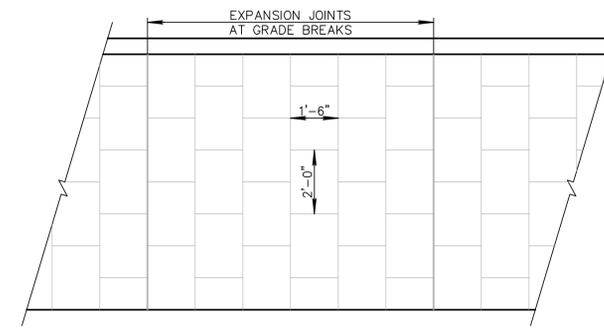
STATE OF CALIFORNIA
INDUSTRIAL RELATIONS DEPARTMENT
DIVISION OF OCCUPATIONAL SAFETY AND HEALTH
2422 ARDEN WAY, #B-55
SACRAMENTO, CALIFORNIA 95825
(916) 920-6123
- IF ANY HAZARDOUS WASTE IS ENCOUNTERED DURING THE CONSTRUCTION OF THIS PROJECT, ALL WORK SHALL BE IMMEDIATELY STOPPED AND THE NEVADA COUNTY ENVIRONMENTAL HEALTH DEPARTMENT, THE FIRE DEPT., THE POLICE DEPARTMENT, AND THE CITY INSPECTOR SHALL BE NOTIFIED IMMEDIATELY. WORK SHALL NOT PROCEED UNTIL THE CLEARANCE HAS BEEN ISSUED BY ALL OF THESE AGENCIES.

EARTHWORK AND GRADING:

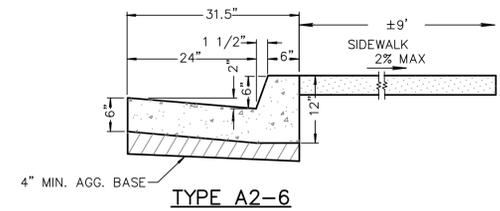
- THE CONTRACTOR SHALL CONTACT BOTH THE CITY OF NEVADA CITY CITY ENGINEER AND THE SOIL ENGINEER 48 HOURS PRIOR TO THE START OF EARTHWORK AND GRADING CONSTRUCTION. PRIOR TO NOTIFICATION ALL GRADE STAKES SHALL BE IN PLACE IDENTIFYING LIMITS OF ALL CUT AND FILL ACTIVITIES, AND TREE PROTECTION.
- THE CONTRACTOR SHALL KEEP ADJOINING PUBLIC STREETS FREE OF PROJECT DIRT, MUD, MATERIALS, AND DEBRIS DURING THE CONSTRUCTION PERIOD. IF ANY EXISTING CITY STREETS ARE DAMAGED DURING CONSTRUCTION, THE CONTRACTOR/DEVELOPER SHALL BE RESPONSIBLE FOR THE REPAIR AT NO COST TO THE CITY.
- ALL FILLS SHALL BE CONSTRUCTED TO 90% RELATIVE COMPACTION, EXCEPTING THE UPPER 6" SHALL BE CONSTRUCTED TO 95% RELATIVE COMPACTION. ALL EXCAVATION AREAS SHALL BE SCARIFIED TO 6" BELOW SUB GRADE AND REPLACED AT 95% RELATIVE COMPACTION. COMPACTION TESTING SHALL BE IN ACCORDANCE WITH THE STATE STANDARD.
- IF GRADING OR OTHER CONSTRUCTION OPERATIONS UNEARTH ARCHAEOLOGICAL OR HISTORIC ARTIFACTS OR RESOURCES, CONSTRUCTION ACTIVITIES SHALL CEASE AND THE CONTRACTOR SHALL NOTIFY THE CITY OF NEVADA CITY PLANNING DEPARTMENT, AT (530) 265-2496.
- PRIOR TO FINAL PREPARATION OF THE SUB GRADE AND PLACEMENT OF PAVEMENT BASE MATERIALS, ALL UNDERGROUND UTILITIES SHALL BE INSTALLED AND SERVICE CONNECTIONS STUBBED OUT BEHIND THE HARDSCAPE IMPROVEMENT, PUBLIC UTILITIES, CABLE TV, SANITARY SEWERS, AND WATER LINES, SHALL BE INSTALLED IN A MANNER WHICH WILL NOT DISTURB THE STREET PAVEMENT, CURB, GUTTER AND SIDEWALK, WHEN FUTURE SERVICE CONNECTIONS OR EXTENSIONS ARE MADE.

MATERIAL NOTES:

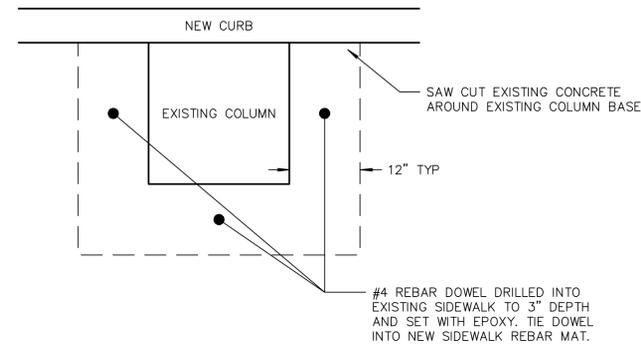
- AGGREGATE BASE SHALL BE CLASS 2, 3/4" MAXIMUM GRADING CONFORMING TO STATE STANDARD SPECIFICATIONS, SECTION 26, PLACED AT 90% RELATIVE COMPACTION.
- ASPHALT CONCRETE SHALL BE TYPE B, 3/4" MAXIMUM, MEDIUM GRADING CONSTRUCTION IN ACCORDANCE WITH STATE STANDARD SPECIFICATIONS, SECTION 39, 93 AND 94. ASPHALT CONCRETE SHALL BE COMPACTED TO 95% RELATIVE COMPACTION W/ AN AIR Voids RATIO OF 3-10%.
- ALL CONCRETE SHALL DEVELOP A MINIMUM COMPRESSIVE STRENGTH OF 2500 PSI AT 28 DAYS AND SHALL BE CLASS B CONFORMING TO STATE STANDARD SPECIFICATIONS, SECTION 90.
- ALL CONCRETE REINFORCEMENT SHALL HAVE A MINIMUM YIELD STRESS OF 40,000 PSI AND SHALL CONFORM TO STATE STANDARD SPECIFICATIONS, SECTION 52.
- ALL STORM DRAIN CONDUIT SHALL BE 16 GAUGE CSP, SDR 35 PVC, OR HI-Q PIPE AS MANUFACTURED BY HANCOR, INC. (OR APPROVED EQUAL), HIGH DENSITY POLYETHYLENE (HDPE) CORRUGATED EXTERIOR / SMOOTH INTERIOR PIPE CONFORMING TO AASHTO M294 TYPE S. ALL JOINTS AND FITTINGS SHALL ALSO CONFORM TO AASHTO M294, OR BE APPROVED BY THE ENGINEER.



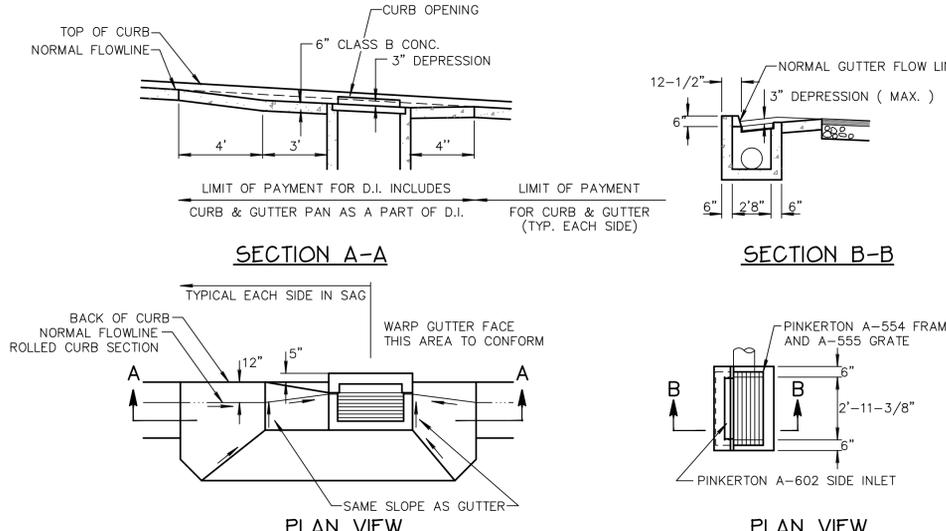
SIDEWALK SCORING PATTERN



CONCRETE CURB, GUTTER, & SIDEWALK



COLUMN DETAIL



TYPE GO DROP INLET

REVISION:	DATE:	DESCRIPTION:
1	2/28/19	SUBMITTAL

**Broad Street
Sidewalk Improvements**

NOTES & DETAILS

Q4 2018



City of Nevada City Sales Tax *Update*

First Quarter Receipts for Fourth Quarter Sales (October - December 2018)

Nevada City In Brief

Nevada City's receipts from October through December were 12.2% above the fourth sales period in 2017. A decline from the county-wide pool was expected; the City's \$33,000 share of an allocation error remitted a year ago reversed and explained this drop in use tax revenues. After removing this exception and all reporting aberrations, actual sales were up 5.0%.

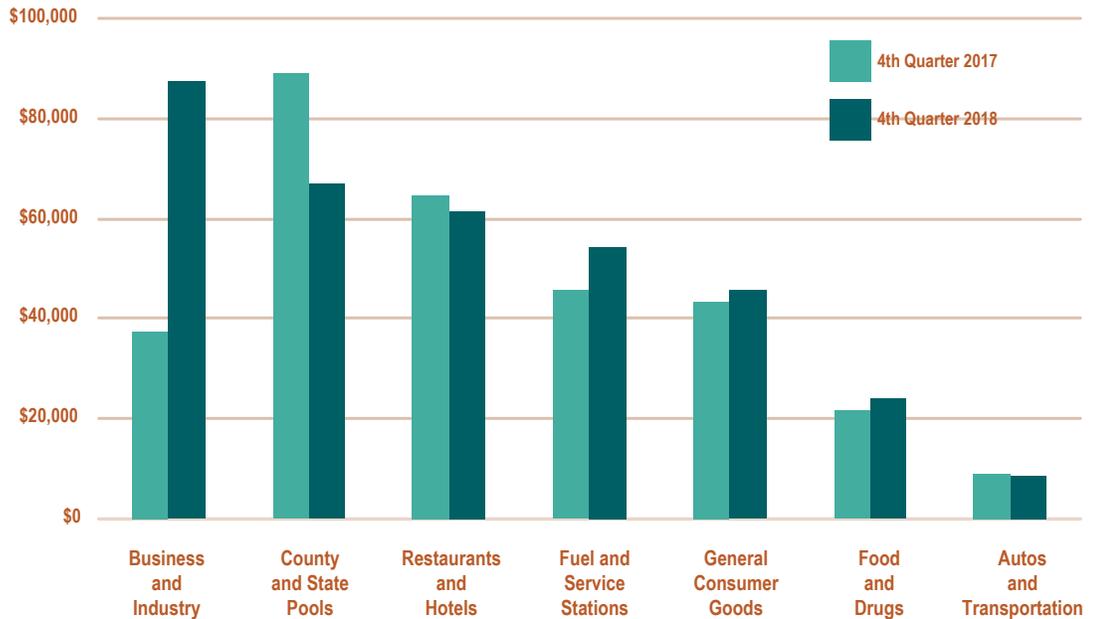
Strength came from improved business-industry activity; receipts grew in part due to a recent manufacturer relocation into the community. Fourth quarter 2018 fuel prices were up; this translated to improved proceeds by service stations.

Taxes due from prior periods continued to flow as the State remedied issues with its new computer system. However, delayed allocations decreased restaurants and general consumer goods.

Measure C reported \$128,791 this period while Measure S brought in \$172,043. Both amounts include delayed State distributions from prior quarters and represent increases of 5.4% and 3.7% respectively over the prior year.

Net of aberrations, taxable sales for all of Nevada County declined 0.7% over the comparable time period; the Far North region was flat.

SALES TAX BY MAJOR BUSINESS GROUP



TOP 25 PRODUCERS

IN ALPHABETICAL ORDER

49er Communications	J H Petroleum
Abstrakt	Lefty's Grill
Bonanza Market	New Moon Cafe
California Organics	Northridge Inn
Chevron	Plaza Tire & Auto Service
County Of Nevada	Robinson Enterprises
Crazy Horse Saloon & Grill	South Pine Cafe
Electrical Design Technology	SPD Market
Elevation 2477	Stone House
Ferrellgas	Telestream
Friar Tucks Restaurant	Three Forks Bakery & Brewing
Fur Traders	Tour of Nevada City Bicycle Shop
Hospice Gift & Thrift	

REVENUE COMPARISON

Two Quarters – Fiscal Year To Date (Q3 to Q4)

	2017-18	2018-19
Point-of-Sale	\$447,333	\$573,836
County Pool	140,381	110,758
State Pool	269	300
Gross Receipts	\$587,982	\$684,894
Measure S	\$332,158	\$391,108
Measure C	\$244,324	\$292,409

Statewide Results

The local one cent share of sales and use tax from October through December sales was 2.8% higher than 2017's holiday quarter after factoring for state reporting aberrations.

The overall increase came primarily from solid sales of contractor materials and equipment, expanded production by an auto manufacturer and rising fuel prices. Online fulfillment centers, new technology investment and cannabis start-ups also produced significant gains. Receipts in the six-county Sacramento region grew 7.9% over last year while the remainder of the state was generally flat or exhibited only minor growth.

Notable was the 0.09% rise in tax receipts from brick and mortar retailers which was the lowest holiday gain for that sector since 2009. A 9.6% increase in receipts from online retailers, driven by rapidly changing consumer buying habits, was part of the reason for weak results from brick-and-mortar stores. Other factors include lower prices, gift cards which move purchases to future quarters and greater gifting of non-taxable experiences and services.

The Retail Evolution Continues

A recent survey identified U.S. closures of 102 million sq. ft. of retail space in 2017 and an additional 155 million sq. ft. in 2018. Similar losses are expected in 2019 with 5,300 closures already announced. Payless Shoes, Gymboree, Performance Bicycle and Charlotte Russe are going out of business while chains including Sears, Kmart, Macy's, JCPenney, Kohl's, Nordstrom, Dollar Tree, Victoria's Secret, Chico's, Foot Locker and Lowe's have announced plans for further cuts in oversaturated markets and downsizing of stores.

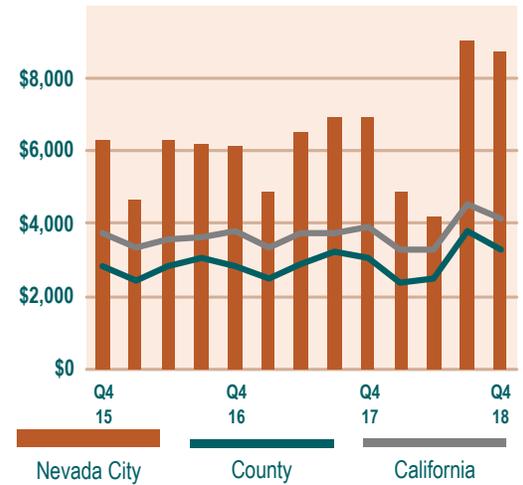
Retailers are not planning the end of physical stores which continue to be important for personalized experiences and shopping entertainment. However, the shifting trends encourage reduced square footage with less overhead to better compete on prices and provide

more intimate shopping experiences.

With smartphones allowing purchase and delivery of almost anything at any time of the day without leaving home, big box retailers are responding by downsizing stores and subleasing excess space to compatible businesses to help draw traffic. Locations where people congregate for entertainment, food and services have become part of the evolving strategy as has integrating retail with more convenient spots for pick-up and delivery of online orders.

Barry Foster of HdL's EconSolutions, notes that "shifting shopping habits present challenges but also opportunities." "Smaller footprints enable expanding into smaller niche markets while mixed use projects and 18-hour environments are chances to rebuild downtowns and reinvigorate shopping centers." With more companies using the internet to sell directly to customers from their warehouses, the trend also provides jurisdictions whose populations aren't adequate in size to support large scale retail to focus on industrial development for sales tax as well as jobs.

SALES PER CAPITA

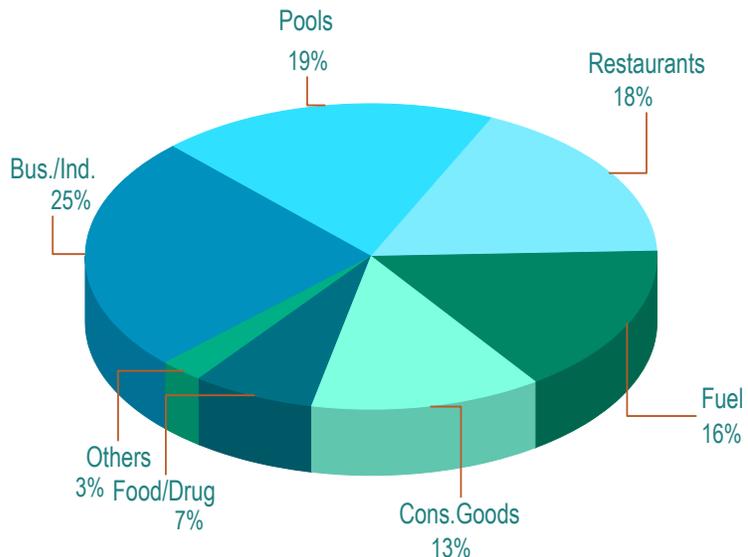


COUNTY OVERALL 4Q YOY RECEIPTS % CHANGE

Major Industry Groups	Cash	Adjusted*
Autos and Transportation	7.9%	5.5%
Building and Construction	4.4%	3.5%
Business and Industry	25.0%	1.2%
Food and Drugs	2.1%	0.4%
Fuel and Service Stations	17.2%	10.4%
General Consumer Goods	-1.5%	-4.8%
Restaurants and Hotels	13.2%	-0.1%
County and State Pools	-35.6%	-9.3%
Total	-4.0%	-0.7%

*Accounting anomalies factored out

REVENUE BY BUSINESS GROUP Nevada City This Quarter



**CITY OF NEVADA CITY
ACTION MINUTES
REGULAR CITY COUNCIL MEETING OF MARCH 27, 2019**

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 Loree' McCay, Deputy City Clerk at (530) 265-2496, ext 134.

- 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 – None.

REGULAR MEETING – 6:30 PM - Call to Order

Roll Call: Present: Mayor Parker, Vice Mayor Senum, Council Members Minett, Strawser and Moberg

PLEDGE OF ALLEGIANCE

PROCLAMATIONS:

1. "DeMolay Month" – March 2019
2. City of Nevada City Acknowledging Kentucky Flat 4-H Club

PRESENTATIONS: Appointment of Nevada City Police Chief

BUSINESS FROM THE FLOOR

1. 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:

3. CONSENT ITEMS:

- A. **Subject:** Fire Activity Report
Recommendation: Receive and file.

Action: Motion by Senum, seconded by Strawser to approve consent item 3A as presented.

(Approved 5 - 0)

4. APPROVAL OF ACTION MINUTES:

A. Subject: City Council Meeting – March 13, 2019

Action: Motion by Strawser, seconded by Minett to approve March 13, 2019 minutes as presented.

(Approved 5 – 0)

5. DEPARTMENT REQUESTED ACTION ITEMS AND UPDATE REPORTS:

A. Subject: Parks and Recreation Sponsorship Program

Recommendation: Receive and file.

Action: Receive and file, no action taken.

B. Subject: Date Change Request for the Second City Council Meeting in July and the City Council Meeting in December 2019

Recommendation: Consider approving a date change request for the second City Council meeting in July and the City Council meeting in December 2019.

Action: Motion by Strawser, seconded by Moberg to approve a date change request for the second City Council meeting in July to be July 23, 2019 instead of July 24, 2019 and for the meeting in December to be December 10, 2019 instead of December 11, 2019.

(Approved 5 - 0)

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

Recommendation: Receive and file.

Action: Receive and file, no action taken.

D. Subject: Update on Background Checks and Live Scan for Processing Cannabis Business Applications

Recommendation: Receive and file.

Action: Receive and file, no action taken.

6. PUBLIC HEARINGS:

A. Subject: Proposed Rental Fees for Council Chambers at City Hall

Recommendation: Pass Resolution 2019-11 approving a fee schedule for Beryl P. Robinson Jr. Room (Council Chambers).

Action: Motion by Senum, seconded by Strawser to pass Resolution 2019-11 approving a fee schedule for Beryl P. Robinson Jr. Room (Council Chambers) with changes to the guidelines to allow use of City “time bank hours” in exchange for the fee, and to allow Nevada City businesses and residents to rent the chambers that may be charging for admission (not just non-profits) at the City Manger’s discretion.

(Approved 5 - 0)

7. OLD BUSINESS:

A. **Subject:** Mass Notification Siren System

Recommendation: Provide staff direction for next steps regarding the potential purchase of siren(s) for emergency notifications.

Action: City Council directed staff to move forward with locating funding to purchase a Siren System selected by staff that will best serve the City's needs.

B. **Subject:** The Annual Housing Progress Report

Recommendation: Review the information contained in this staff report and direct staff to send the Annual Housing Progress Report, years 2014-2018, to HCD.

Action: City Council directed staff to send the Annual Housing Progress Report, years 2014-2018 to California Department of Housing and Community Development (HCD).

C. **Subject:** An Ordinance of the City of Nevada City Adding Chapter 8.10 to Title 8 of the Nevada City Municipal Code Establishing Miscellaneous Fire Control Regulations

Recommendation: Introduce by title only, and waive reading the full reading of Ordinance, second reading of an Ordinance 2019-03 adding Chapter 8.10 to Title 8 of the Nevada City Municipal Code establishing Vegetation Management, Debris Removal and Abatement Regulations.

Action: Motion by Strawser, seconded by Moberg to introduce by title only and wave reading the full reading of Ordinance, second reading of an Ordinance 2019-03 adding Chapter 8.10 to Title 8 of the Nevada City Municipal Code establishing Vegetation Management, Debris Removal and Abatement Regulations with correction to section 8.10.070, Violation – Penalty.

(Approved 5 - 0)

D. **Subject:** Nevada City Arts Council- Temporary Art Installation at Robinson Plaza

Recommendation: Approve the proposed temporary art exhibit at Robinson Plaza.

Action: Motion by Strawser, seconded by Minett to approve the proposed temporary art exhibit at Robinson Plaza.

(Approved 5 - 0)

8. NEW BUSINESS:

A. **Subject:** Memorandum of Understanding for the Sustainable Energy and Economic Development Fund (SEED-Fund), administered by Strategic Energy Innovations (SEI)

Recommendation: Approve the attached Memorandum of Understanding (MOU) between the City of Nevada City and Strategic Energy Innovations and authorize the City Manager to sign.

Action: Motion by Strawser, seconded by Moberg to approve the Memorandum of

Understanding (MOU) between the City of Nevada City and Strategic Energy Innovations and authorize the City Manager to sign.

(Approved 5 - 0)

B. Subject: Technology Committee Update

Recommendation: Receive and file.

Action: No action, receive and file.

9. CORRESPONDENCE:

10. ANNOUNCEMENTS:

11. CITY MANAGER'S REPORT:

12. ADJOURNMENT: - 8:32 PM

David Parker, Mayor

ATTEST:

Niel Locke, City Clerk

REPORT TO CITY COUNCIL

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

April 10, 2019

TITLE: Nevada City Residential Chipping Pilot Program

RECOMMENDATION: Approve a Nevada City Residential Chipping Pilot Program to be evaluated July 2019.

CONTACT: Sam Goodspeed, Division Chief

BACKGROUND / DISCUSSION:

The City of Nevada City, in conjunction with the Nevada City Fire Department and Department of Public Works, seeks to create a fire ready community, is encouraging residents to take actions to minimize home loss by preparing for a wildfire before it occurs.

Residents in Nevada City can contribute to fuel reduction efforts by being fire ready and clearing defensible space on their individual properties each season. This project contributes to the maintenance of forest health, and helps reduce the impact of wildfires on wildlands, watersheds and local properties.

The Nevada City Residential Chipping Pilot Program will provide the residents of Nevada City with a no-cost, "curb side" chipping service as an incentive to assist homeowners in their fire hazard reduction/defensible space efforts and to encourage the reduction of combustible material to small biodegradable chip piles.

This Program will also allow Firefighters to work more efficiently by reducing ignition points and creating fuel breaks along roads in Nevada City, and to make evacuations safer during a wildfire.

Division Chief Goodspeed along with the Department of Public Works, using a Nevada City Fire Department pick-up truck and the City owned chipper, would administer this Program. The Program would operate on the second and fourth Monday of each month and will be evaluated at the end of July with Division Chief Goodspeed reporting to the City Council in August as to its effectivity.

ENVIRONMENTAL CONSIDERATIONS: Will reduce fire prone fuels within the City of Nevada City.

FISCAL IMPACT: Allocation of hours in the Division Chief schedule. Fuel and maintenance costs associated with tow and chipper.

ATTACHMENTS:

- ✓ Nevada City Residential Chipping Pilot Program Guidelines
- ✓ Nevada City Residential Chipping Pilot Program Application

NEVADA CITY RESIDENTIAL CHIPPING PROGRAM GUIDELINES

Piles must be prepared per these guidelines or they may not be chipped.

- The Program is designed for residential use only. No business or commercial use.
- The Program is available to City of Nevada City residents ONLY.
- Chipping will occur alongside the road/driveway or other areas that allow the crew to work around the wood debris piles safely.
- All material to be chipped shall be placed along the edge of the road/driveway with the cut ends pointing towards the road.
- Material must be less than 10 inches in diameter.
- No one piece of material may weigh more than 50 pounds.
- No dozer or tractor piles.
- Do not place piles where they might block roadways or access.
- Don't put piles within 10 feet of power poles.
- The chipper and truck must be able to get to a place they can turn around.
- Place piles within 5-6 feet of chipper access, preferably on the uphill side of road.
- Do not make piles more than 4 feet tall.

Things that CANNOT go in your Piles:

- No root balls or stumps.
- No rocks, dirt and mud.
- No POISON OAK and other vines.
- No spiny plants, roses or blackberries.
- No nails, wires or any metal pieces.
- No construction materials or dimensional lumber.
- No rakings or piles of needles, leaves or grass.

Things you should know:

- All material chipped will be blown back onto the property in a place the crew deems practical and safe. You are responsible for spreading out the piles of chips.
- You will be responsible for disposing of any unchipped materials.
- You do not have to be home when the chipper comes.
- You are responsible for following environmental regulations concerning vegetation removal.
- Chipping scotch broom and other invasive weeds can spread their seeds and is not recommended.
- The program is intended to address access routes and defensible space. There may be limits on the hours the chipper may spend at any one property. Please be as accurate as possible with the information you provide on your application.

NEVADA CITY RESIDENTIAL CHIPPING PROGRAM APPLICATION

Last Name: _____ First Name: _____

Phone Number: (____) _____ Email: _____

Property Address: _____

Are You the Property Owner? Yes No If not, please provide owners name and address:

Name: _____

Mailing Address (If Different):

Locked Gate? Yes No Please Provide Access Code: _____

Total Number of Piles: _____ (Anything more than what is stated here, may be rejected)

Average Pile Size: Width: _____ ft. Length: _____ ft. Height: _____ ft.
(Front to Back) (Side to Side) (Top to Bottom)

Are there any special precautions to take on the property? _____

Is there room to turn the chipper around? Yes No

Piles must be placed along road/driveway with adequate turnaround area of at least 40 feet.

How would you like the chips disbursed? Pile Chips Broadcast Chips

BY SIGNING BELOW, I AGREE TO THE FOLLOWING TERMS & CONDITIONS:

1. I agree to permit the Nevada City Chipping Program chipping crew on my property.
2. I agree that my piles are ready, and are stacked per Nevada City Chipping Program guidelines. Nevada City Chipping Program has final authority in determining if piles are compliant.
3. I understand that any additional piles created once my form has been submitted may be rejected.
4. I agree to comply with the Nevada City Chipping Program decision on where to place the chips, as safety is their number one concern.
5. I understand that the Nevada City Chipping Program makes final scheduling decisions.
6. I understand that the Nevada City Chipping Program is not obligated to perform this service, and are not liable for its failure to perform this service, or for the negligent performance of this service.
7. I understand if on-site conditions prove to be a concern, Nevada City Chipping Program staff may refuse service.
8. I understand the Nevada City Chipping Program does not chip on active marijuana grows, timber harvests or commercial properties.
9. I understand that any remaining piles at a job taking longer than 4 hours to chip, will need to be resubmitted to the office for completion at a later date.

SIGNATURE: _____ DATE: _____

REPORT TO CITY COUNCIL

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

April 10, 2019

TITLE: Nevada City Traffic Calming Program

RECOMMENDATION: Review and approve the Policy for the Implementation of Traffic Calming Measures in the City of Nevada City.

CONTACT: Bryan McAlister, City Engineer
Catrina Olson, City Manager

BACKGROUND/DISCUSSION:

At the January 23, 2019 City Council meeting staff presented a sample traffic-calming program and informed City Council that staff and Council Member Minett would be holding a Traffic Calming Town Hall. The Town Hall workshop was subsequently held on February 6, 2019. City staff, Council Member Minett, residents and business owners in attendance at the workshop discussed concerns about speeding and traffic issues in certain residential areas of Nevada City and possible solutions. A traffic calming process was reviewed which allows the public to notify staff of their areas of concern, with detail, so that staff can discern the appropriate solution, whether it be enforcement or engineering related.

As authorized by City Council on February 13th, 2019, staff has prepared a Policy for the Implementation of Traffic Calming Measures in the City of Nevada City. The Traffic Calming program includes a process and application for the public to inform staff of their traffic concerns, with details such as location / time of day. This process will enable staff to access the information and determine if enforcement is the issue or if there is the necessity to implement traffic calming measures.

The City of Nevada City Traffic Calming Program consists of a combination of measures to help reduce the negative effects of vehicle use, alter driver behavior and improve conditions for pedestrians and cyclists. Implementation of traffic calming measures in the City of Nevada City shall be evaluated for appropriateness in the following order: (1) education, (2) selective speed limit enforcement, (3) striping and signage, (4) streetscape improvements, (5) lane narrowing or diversion, and (6) speed bumps. Speed bumps will only be considered as a last resort measure, and only with the consent of the City of Nevada City Public Works, Fire and Police Departments.

If adopted by City Council, the Program Policy and residential application / petition for traffic calming would be posted on the City's website and made available at City Hall.

ENVIRONMENTAL CONSIDERATIONS: Not applicable.

FINANCIAL CONSIDERATIONS: The Nevada City Traffic Calming Program will be administered by City staff on a time and equipment available basis. Prior to implementation of physical street improvements related to traffic calming, an informational report will be provided to City Council which will include identification of a funding source for such improvements, unless such measures can be included in the current operating budget (ie. signage, enforcement).

ATTACHMENTS:

- ✓ Resolution for the Implementation of Traffic Calming Measures in the City of Nevada City
- ✓ Policy for the Implementation of Traffic Calming Measures in the City of Nevada City
- ✓ Residential Traffic Calming Application

RESOLUTION NO. 2019-XX

RESOLUTION APPROVING THE POLICY FOR THE IMPLEMENTATION OF TRAFFIC CALMING MEASURES IN THE CITY OF NEVADA CITY

WHEREAS, on February 13, 2019 the City Council authorized City staff to prepare a Traffic-Calming Program which shall include a process for the public to inform staff of their traffic concerns and implementation of various calming measures that can be evaluated for appropriateness by City Fire, Police, Engineering and Public Works staff for each unique location or area of concern.; and

WHEREAS, the purpose of the traffic calming program is to reduce the negative effects of vehicle use, alter driver behavior, and improve conditions for pedestrians and cyclists; and

WHEREAS, The Nevada City Traffic Calming Program will be administered by City staff on a time and equipment available basis. Prior to implementation of physical street improvements related to traffic calming, an informational report will be provided to City Council which will include identification of a funding source for such improvements, unless such measures can be included in the current operating budget (i.e. signage, enforcement).

BE IT RESOLVED by the City Council of the City of Nevada City, as follows:

That the City shall adopt the Policy for the Implementation of Traffic Calming Measures in the City of Nevada City as set forth in Exhibit A.

PASSED AND ADOPTED at the regular meeting of the City Council of the City of Nevada City held on the 10th day of April, 2019 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

David Parker, Mayor

ATTEST:

Niel Locke, City Clerk

Policy for the Implementation of Traffic Calming Measures in the City of Nevada City

The City of Nevada City Traffic Calming Program consists of a combination of measures to help reduce the negative effects of vehicle use, alter driver behavior, and improve conditions for pedestrians and cyclists. Implementation of traffic calming measures in the City of Nevada City shall be evaluated for appropriateness in the following order: (1) education, (2) selective speed limit enforcement, (3) striping and signage, (4) streetscape improvements, (5) lane narrowing or diversion, and (6) speed bumps. Speed bumps will only be considered as a last resort measure, and only with the consent of the City of Nevada City Public Works, Fire and Police Departments.

Traffic calming measures shall be implemented as follows:

Item 1: Education

Education, problem identification and public information is the first step for traffic calming. This will include conversations, meetings, e-mails, newsletters, and handouts regarding neighborhood traffic and pedestrian safety issues. Resident complaints can be submitted to the City Police Department with specific details including time and location of traffic related concerns. Upon receipt of any complaints about speeding traffic at a specific location, City staff will initiate problem identification with an emphasis on clearly identifying the perceived or actual severity of the problem.

Item 2: Selective Speed Limit Enforcement

Selective speed limit enforcement will be initiated on a time and equipment available basis by the City Police Department upon receipt of any complaints about speeding traffic at a specific location. Speed driver-feedback electronic signs may be used to notify drivers and collect data. Targeted Police enforcement, observation, and physical presence will be used to discourage speeding.

Item 3: Striping and Signage

Street centerline striping will be evaluated for appropriateness in the event the desired results are not achieved with Items 1 and 2. In some cases, an outside lane line (fog line) may be used to delineate and narrow the travel lane and to increase safety for pedestrian and cyclists.

Installation of stop signs at any intersection in the City will be evaluated by staff upon notice that a special problem or unique condition may exist. The stop sign is a useful regulatory traffic control device that directs motorists to stop at all times before proceeding through an intersection. A fully justified and properly installed stop sign can facilitate traffic movement, effectively assign right-of-way, reduce vehicle delay and decrease accidents. A stop sign is not a cure-all and is not a substitute for other traffic control devices. The Police Department shall approve of all stop sign locations.

Item 4: Streetscape Improvements

Streetscape improvements will be implemented by City Engineering and Public Works Department and in accordance with City Council approval and budget considerations. Streetscape improvements will be used to enhance safety of the street for vehicles, pedestrians and cyclists. This may include new curbing, crosswalks, sidewalks and on-street parking.

Item 5: Lane narrowing or Diversion

Physical alterations to the street may affect traffic safety and shall be governed by the following procedure. A request for physical traffic calming measures shall be submitted to the City Engineer in the form of a petition signed by the residents of the street or street segment with an alleged speeding problem. Only one signature per residence shall be counted for purposes of determining the extent of support for the implementation of such measures. A minimum of two-thirds of the residents on a street or street segment shall support the request for implementation of the physical measure. In addition, no less than three of four adjoining residences shall support the installation of the specific physical traffic calming measure at a specific location.

Physical traffic calming measures that may be considered include raised crosswalk; raised median islands; bulb-out curbs at intersections; neckdown or choker curb to reduce width; roundabouts; diversion alignment change or one-way segments and flashing warning lights.

Prior to the implementation of any physical traffic calming measures, the City Engineer shall perform traffic studies to determine traffic volumes and speeds, and work with interested and concerned residents and City Departments (Public Works, Fire and Police) to determine which traffic calming measures are most appropriate and feasible to implement on specific streets. The effect on maintenance, commercial sized vehicles, emergency response times and snow plowing will be considered. Street narrowing will be restricted to 12 foot minimum lanes to accommodate fire trucks and commercial vehicles. The City Engineer shall provide an informational report to the City Council on recommended traffic calming measures prior to the implementation of such measures.

Item 6: Speed Bumps & Humps

Speed bumps or speed humps will only be considered as a last resort measure, and only with the consent of the City of Nevada City Public Works, Fire and Police Departments. Prior to the implementation of any speed bumps, the City Engineer will coordinate with Public Works, Fire and Police Department staff to determine potential effects on maintenance, emergency response times, impacts on commercial sized vehicles and snow plowing. As with item 5, the City Engineer shall provide an informational report to the City Council for speed bumps prior to the implementation of this traffic calming measure.

Speed bumps & humps are considered a physical alteration of the street and shall be supported with a written petition with a minimum of two-thirds of the residents on a street or street segment as further described in Item 5. The location and type of speed bump or speed hump to be used will be evaluated for aesthetics, impact on residents, wear and tear on vehicles, discomfort for drivers and noise potential from braking / acceleration or bumping.



City of Nevada City
 317 Broad Street
 Nevada City, CA 95959
 Telephone: (530) 265-2496

PETITION FOR TRAFFIC CALMING MEASURES

RESIDENTIAL TRAFFIC CALMING APPLICATION

Date: _____

Description of Problem (please include specific time and location):

Petition

We, the undersigned, hereby petition the City of Nevada City to evaluate _____ (street) between _____ (street) and _____ (street) for traffic calming.

The best day/time of the week to conduct the traffic study would be _____.

RESIDENT NAME (PLEASE PRINT)	ADDRESS OF 1 HOUSEHOLD MEMBER	PHONE NUMBER	SIGNATURE
CONTACT PERSON			

Only one signature per residence shall be counted for purposes of determining the extent of support for the implementation of such measures. A minimum of two-thirds of the residents on a street or street segment shall support the request for implementation of the physical measure. In addition, no less than three of four adjoining residences shall support the installation of the specific physical traffic calming measure at a specific location.

When completed, please return to **City of Nevada City Police Department**

REPORT TO CITY COUNCIL

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

April 10, 2019

TITLE: Sugarloaf Trail Progress Update

RECOMMENDATION: Receive and file.

CONTACT: Amy Wolfson, City Planner
Bryan McAlister, City Engineer

BACKGROUND/DISCUSSION:

At the May 10, 2017 meeting, Council approved a conceptual trail alignment for the Sugarloaf Trail as proposed by the Bear Yuba Land Trust. Since the conceptual approval, staff and the Land Trust have worked with consultants to prepare several special studies that will inform preparation of an initial study pursuant to the California Environmental Quality Act (CEQA). Staff has set up a webpage on the City website that provides links to completed studies, including the following reports: 1) Geotechnical Engineering Feasibility Study, 2) Cultural Resource Survey, and 3) a Biological Inventory. The Sugarloaf Trail webpage can be found at: <https://www.nevadacityca.gov/pview.aspx?id=20862&catid=564>

The webpage also contains an updated project description and the most recent trail construction plans as prepared by City Engineer, Bryan McAlister. At the close of the deadline for comments from the “notice of distribution and request for agency comment,” on January 18, 2019, staff began work on the preparation of the environmental document pursuant to CEQA.

NEXT STEPS:

Staff received a requested tribal notification list from the Native American Heritage Commission (NAHC), on March 14, 2019, and results from the records search of the California Historical Resources Information System (CHRIS) from the North Central Information Center (NCIC), on April 3, 2019. Information received from NCIC has been included in the consultation notification letters sent to the tribal contacts on April 5, 2019, as well as a link to the Cultural Resource Report prepared for the project. State law provides tribal contacts a minimum of 30-days to request consultation on the project. The 30-day consultation period will need to close in order to complete the Tribal Consultation, section of the environmental document. If a valid consultation request is made, this could extend the consultation period for another 60-days.

The City Engineer and City Planner have been working with biologist, Carolyn Chainey-Davis and reviewing options for a culvert as opposed to a bridge crossing the ephemeral drainage course within the Caltrans right-of-way. Preliminary correspondence between the City Engineer and Caltrans have indicated that a culvert will be a preferable option for the City and we have asked the biologist to revise her report. The updated report will be needed in order to complete the Biological and the Hydrology sections of the environmental document and to support the environmental permit applications to US Army Corp., State Water Resources Control Board and State Dept. of Fish and Wildlife.

The Bear Yuba Land Trust has been working with officials at Nevada County to secure an agreement for use of the Government Center parking lot by trail users. To date, I have not received a copy of the formal agreement. This document will be needed in order to complete the Traffic/Transportation section of the environmental document.

The City is in contract with retired City Planner, Cindy Siegfried to help with several sections of the environmental document. To date, staff has completed drafts for six of the 19 sections of the environmental report.

Trail improvements also require an encroachment permit from the CA Department of Transportation (Caltrans) for the portion of the trail that is within State right-of-way. City staff has been coordinating with Caltrans and is in the process of resubmitting the application to Caltrans for review and approval. Caltrans is the regulatory approving agency for this portion of the trail.

FISCAL CONSIDERATIONS: The trail implementation process is funded by volunteers of the Bear Yuba Land Trust. City staff time is required for processing a formal trail proposal, preparing the CEQA document, preparing the construction drawings and procuring the necessary State and Federal permits. The City will need to pay for the updated biologist report (anticipated to be approx. \$2,000) and the NCIC fee of \$150 and environmental permit fees (anticipated to be approx. \$3,500).

REPORT TO CITY COUNCIL

City of Nevada City

317 Broad Street
Nevada City, CA 95959

www.nevadacityca.gov

April 10, 2019

TITLE: AMENDED APPLICATION: Elevation 2477 – Cannabis Dispensary Business, Amended to Add a Delivery Component at 569 Searls Avenue, Suite C

RECOMMENDATION: Approve the amended application as presented to authorize a delivery component for Elevation 2477, as outlined in their amendment proposal, subject to the previously approved Conditions of Approval as amended, attached, making the findings a & b.

- a) As presented and conditioned, there is no reasonable argument that approval of the amended application is likely to be detrimental to the City, taking into account any health, safety and welfare impacts on the community.
- b) Finding that the amended application is consistent with Chapter 9.22 of the Nevada City Municipal Code.

CONTACT: Amy Wolfson, City Planner
Catrina Olson, Interim City Manager

BACKGROUND:

At the November 15, 2017 City Council Meeting, “Elevation 2477” was selected, out of the three applicants, to operate a medical cannabis dispensary at 569 Searls Avenue by a majority vote of the City Council. At the January 9, 2019 City Council Meeting, the business amended their application to allow adult-use cannabis sales along with medical sales.

Chapter 9.22.130 allows for a dispensary business to operate a delivery component as a part of their operation. However, the application as submitted in 2017 did not include any information on a delivery business so that activity was not authorized as part of their overall operation. The applicant has since determined that delivery sales will strengthen their business.

DISCUSSION:

Attached is the applicant’s redacted application with the amendment proposal to include delivery activity to the dispensary operation. Notification and an invitation to review and comment on the amended application was distributed on March 10, 2019 to the Fire Chief, the Police Chief, the City Attorney, the City Engineer, the City Manager, the Environmental Health Department, the Building Department and to Council Members. A redacted version of the application, with the inserted delivery activity proposal, is attached to the staff report.

Staff review resulted in some concern with the amended proposal due to the cash-only nature of the delivery activity. The applicant was asked to respond to this concern and provide a time line for when they expect to be able to provide credit card sales. The applicant’s response is included as an addendum to the amendment material, attached. There are currently significant constraints with using traditional banking and credit card transactions for cannabis businesses, as discussed in the response. Staff is therefore recommending that a condition be

be included that prohibits cash transactions only at such time that credit card transactions become a viable option. The following are recommended additions to the conditions of approval pursuant to Section 9.22.130 of the City Municipal Code and to address staff concerns regarding cash-sales:

- *The owner, operator and delivery personnel shall comply with all applicable state law requirements;*
- *The delivery personnel must be an employee of the cannabis dispensary;*
- *Before dispensing any products to persons requesting delivery, the delivery personnel must verify that the requestor is of legal age to possess cannabis.*
- *At such time that credit-card sales for delivered dispensary products is available, all delivery sales shall be credit card-based and no cash sales shall be permitted.*

ENVIRONMENTAL CONSIDERATIONS: The amendment may be found exempt pursuant to CEQA Guidelines Section 15301 (existing facilities) because the building is already existing and the proposed delivery activity, as an extension of the dispensary business, is consistent with the principal permitted uses allowed in the Light Industrial Zoning District pursuant to Section 17.48.020, and there is no expansion of use beyond what is already considered a permitted use.

FINANCIAL CONSIDERATIONS: Delivery sales may generate additional tax revenue for the City

ATTACHMENTS:

- ✓ Elevation 2477 Application amended with the proposed delivery activity
- ✓ Draft Authorization Letter with Amended Conditions of Approval



City of Nevada City

October 23, 2017

Elevation 2477
ATTN: Daniel Batchelor
11467 Vinlee Place
Grass Valley, CA 95949

Subject: Eligibility to progress to Phase 3 of the Medical Cannabis Dispensary Selection Process

Dear Mr. Batchelor,

Thank you for applying for the City of Nevada City Cannabis Business Permit for your proposed business located at APN 05-280-18, 569 Searls Avenue . Please note that the comprehensive criminal background checks on your group's principals are pending and results may have the potential to revoke eligibility retroactively, and revoke a permit, should it be awarded to you. As we expect to the background check process to take several months, we are moving forward to Phase 3 after determining that your business application has met preliminary eligibility requirements. The City has scheduled an interview before the selection committee, to be held as follows:

When: Thursday, November 2, 2017 at 3:00 p.m.

Where: City Hall Council Chamber, 317 Broad Street, Nevada City

We encourage you to bring members of your team in which you feel brings added value to your interview such as:

- Applicant/Owner
- Day-to-day on-site manager
- Security consultant
- Person with technical knowledge of odor control equipment, processes, means and methods, systems design
- Person with technical knowledge of extraction methodologies, product safety and testing
- Person responsible for community outreach and education
- Person familiar with your financial structure and fiscal operations

Please plan on submitting the **\$2,461.33 Phase 3 fee** prior to your interview time. Payment may be made at the City Hall lobby at the front window Monday through Friday, 8-12 and 1-5.

An initial review of your application reveals that some clarification on several components is needed. Below is a list of items that will require a written response and/or documentation prior to the interview date. You may be asked to respond to some of these questions at the interview:

Elevation Phase 3 Eligibility Letter

Page 2 of 2

- Staff has some concern regarding the six spaces available to serve up the projected 150 customers per day. I count a minimum of five to serve staff needs (2 budtenders, 1 dispensary manager, 1 receptionist, and 1 security guard). What protocols will be in place to ensure streets and other businesses won't be impacted (appointment only/ maximum time limits /staff carpool or alternative transportation incentives). What is the maximum number of employees that will be onsite?
- Provide an explanation for how the company plans to transition from a cooperative/collective to a for-profit company.
- Provide an HVAC Security/ Safety evaluation
- Please provide the identity of the redacted lender name.
- Provide proof of Certificate of Liability/Business Insurance
- Provide a noise disturbance policy
- Indicate how long the backup storage will record in the event of a power outage
- Provide a fire safety plan from a qualified fire prevention and suppression consultant.
- Please provide a list of how many full-time/part-time positions will be available.
- Indicate whether employees will be eligible to receive benefits, and what benefits are offered.

You may be asked to provide clarification on additional components of your application during the interview process. Additional documentation may be required prior to scheduling a public meeting before City Council. Should you have any additional questions or concerns please, feel free to contact Amy Wolfson via email at amy.wolfson@nevadacityca.gov.

Sincerely,



Amy Wolfson
City Planner

From: Daniel Batchelor [mailto:elevation2477@gmail.com]
Sent: Wednesday, November 8, 2017 8:20 AM
To: Amy Wolfson <Amy.Wolfson@nevadacityca.gov>
Subject: HdL Questions

Dear Amy,

Attached you will find clarification to several components found to be lacking information in our application. Please let us know if any additional information is needed.

- Staff has some concern regarding the six spaces available to serve up the projected 150 customers per day. I count a minimum of five to seven staff needs (2 budtenders, 1 dispensary manager, 1 receptionist, and 1 security guard). What protocols will be in place to ensure streets and other businesses won't be impacted (appointment only/ maximum time limits /staff carpool or alternative transportation incentives). What is the maximum number of employees that will be onsite?

Elevation 2477' will have ten dedicated spaces with two additional handicapped spaces. The new property owners of the adjacent South Yuba Club have agreed to allow our dispensary staff and patients to use the overflow parking allowing for the dedicated spaces to be utilized for dispensary patients only. Our staff is also encouraged to carpool and use alternative modes of transportation when available.

- Provide an explanation for how the company plans to transition from a cooperative/collective to a for-profit company:

Elevation 2477' is planning on opening our medical cannabis dispensary as a limited liability company and not as a collective model. As a compliant company, we want to start off moving forward as California state regulations require all medical cannabis dispensaries to operate in the future.

- Provide an HVAC Security/ Safety evaluation:

No further explanation needed for the HVAC/Safety evaluation.

- Please provide the identity of the redacted lender name:

Our lender is [REDACTED]

- Provide proof of Certificate of Liability/Business Insurance:

I have provided a copy of the quote for proof of Certificate of Liability Insurance.

- Provide a noise disturbance policy:

[REDACTED]
Operations at Elevation 2477' should not generate any more noise than any other retail business operating in the city during similar business hours, in light industrial zoning. The Nevada City ordinance requires that in non residential areas noise must not exceed 75 dBA during the day and 70 dBA at night, measured 25 feet from the source.

While we plan on renovating our facility to fit our needs, any construction will take place during the designated hours of 7 am to 6 pm. The City's noise ordinance makes specific daytime noise limit exceptions for construction work, limited to 90 dBA, measured fifty feet from the source. We do not expect the renovations to create any noise disturbance for nearby residents or businesses. However, we do have a system in place for handling any type of complaint or concern, outlined in our Community Engagement plan:

Addressing Community Concerns

Elevation 2477' will establish and maintain procedures for working to support our community and to resolve community concerns/complaints about our operations. We are committed to keeping open communication between our patients and our staff, and neighbors and management. It is important for us to educate our neighbors and patients about the procedure for expressing concerns or dealing with complaints about our operations so that requests, questions, concerns and ideas are addressed in a positive manner and timely fashion.

A summary outline of the procedure is included for handling all issues described above:

- The information sent to all residents and businesses prior to opening will include a procedure of how to express concerns or file a complaint. This information will also be available in the store and all staff will be trained of how to proceed when a complaint or concern is expressed.
- The Community Outreach Manager's contact information will be provided to all businesses and residents within 100 feet of the facility. It shall also be posted at the store and on our website. All inquiries or complaints will be responded within one working day, and a log will be kept by the Community Outreach Manager of all correspondence with the community. *Community Outreach Contact: Christina Rosemarin, Nevada City Resident and Elevation Board Member.*
- Elevation 2477' recognizes the importance of fully understanding a complainant's issues. Our team will take reasonable steps to understand the nature of the complaint by clarifying and seeking any additional information from the complainant.
- The Community Outreach Manager will respond via email, seek a face-to-face meeting, or an informal discussion over the phone. Complaints which raise particularly challenging issues or are otherwise especially complex will be investigated.
- Follow-up: After resolution of complaints, the Community Outreach Manager should follow-up with complainant within one week to determine their level of satisfaction with how their complaint was handled. These responses will be part of the records and reporting.
- Anonymous Complaints: These matters are handled against the same criteria as any other complaints. When assessing complaints, particular considerations include the nature and complexity of the complaint, the quantity and quality of information and the capability of a productive outcome.

- Indicate how long the backup storage will record in the event of a power outage:

Current backup storage battery is set [REDACTED]. We will meet or exceed California's standards when they are released.

- Provide a fire safety plan from a qualified fire prevention and suppression consultant:

Fire Safety Plan attached.

- Please provide a list of how many full-time/part-time positions will be available:

We are planning on having the following employees once fully operating:

Budtenders: 6 Full-time and 4 Part-time employees

Receptionist: 3 Full-time employees

Manager: 2 Full-time employee

Security Guard: 4 Full-time employees

- Indicate whether employees will be eligible to receive benefits, and what benefits are offered:

Employees will be eligible for Health Insurance, Life Insurance and matching 401K. This will all be done through our payroll service company.

Thanks again,

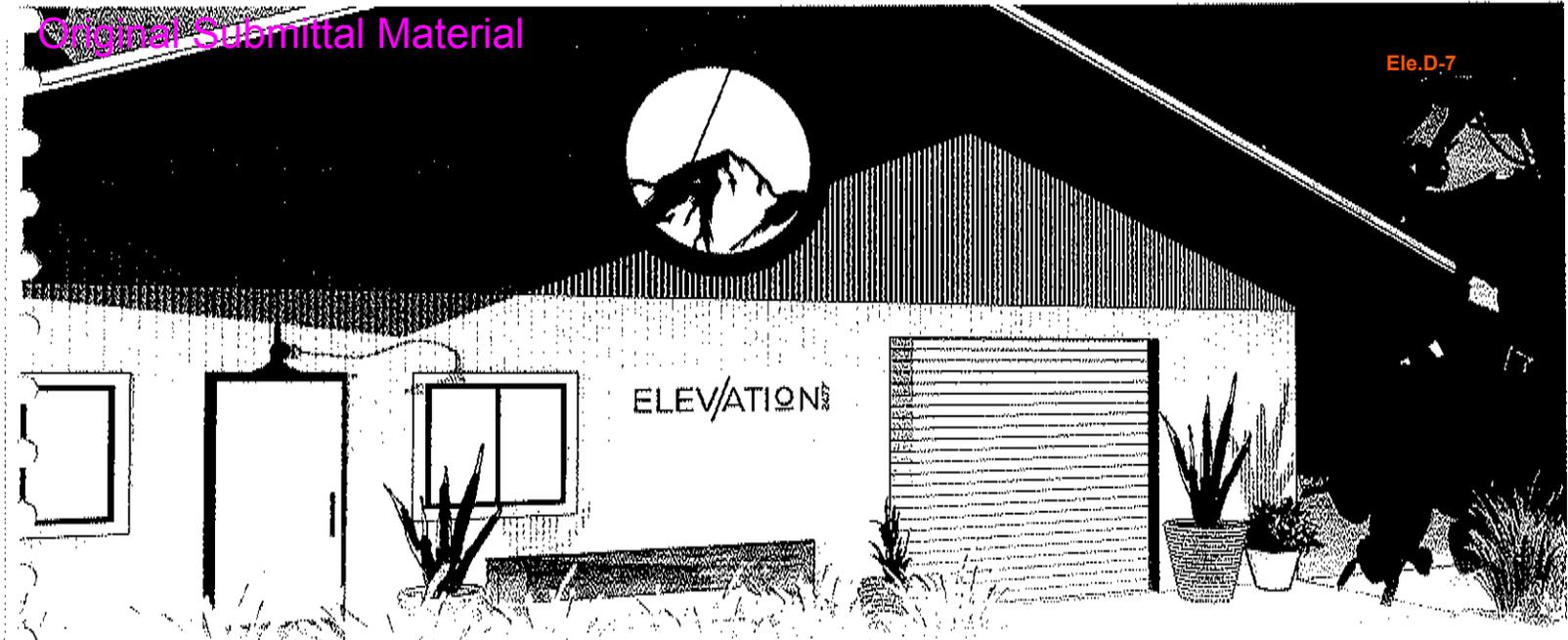
Daniel Batchelor and the Elevation 2477' Team



ESTABLISHED 2017 | NEVADA CITY, CA

Private & Confidential, August 2017

569 Searls Avenue, Nevada City, CA 95959, Suite D
(530) 237-4933



PROPOSED
LOCATION

Elevation 2477' is located at 569 Searls Avenue, Suite D, Nevada City, CA 95959. The facility occupies 2,250 square feet of the 8,100-square-foot building on a Light Industrial-Scenic Corridor (LI-SC) zoned parcel.

APN: 05-280-180-00

Elevation 2477' holds a lease on the facility for five years with the option to renew, ensuring that medical cannabis patients in Nevada County will have access to premium medicine for years to come.

The facility is well positioned and it matches the city's ideal picture of a community dispensary store. It is located over a 1,000 feet from any sensitive use outlined by Nevada City. Our goal is to convert a portion of the existing building into a facility that is in integrity with the cultural and historical values of our town. Elevation 2477' will be launching with just one outlet in Nevada City.

569 Searls- Schools and Parks



Elevation 2477' is in the medical cannabis dispensary business to retail premium, craft medical cannabis as permitted by law in California to members of our collective. Our employees will be exceptionally trained and qualified to handle the wide range of patients whom we are best positioned to serve.



Landlord Consent to Lease Premises

To Whom it May Concern:

The building located at 569 Searls Avenue, Nevada City, CA 95959 is owned by NC Acquisition 569, LLC an affiliate of SBMI Group.

This letter is to certify that NC Acquisition 569, LLC is allowing Elevation 2477, LLC to operate a medical marijuana dispensary at 569 Searls Avenue, Nevada City, CA 95959, Suite D should Elevation 2477, LLC be successful in obtaining a city license to operate. If/when Elevation 2477, LLC obtains a city license this agreement is pursuant upon them also obtaining proper California state licensure within the required time period and adhering to the terms and conditions of the mutually executed lease agreement.

The general terms of the lease agreement between NC Acquisition 569, LLC and Elevation 2477, LLC are as follows:

Address: 569 Searls Avenue, Nevada City, CA 95959, Suite D

Initial Lease Term: Five (5) Years

Renewal Options: Two- Five (5) Year Options

A handwritten signature in black ink, appearing to read 'Daniel Shkolnik', written over a horizontal line.

By: Daniel Shkolnik

It's: Manasins Member

CALIFORNIA ALL- PURPOSE CERTIFICATE OF ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)

County of San Diego)

On August 31, 2017 before me, Jessica Cochrane Notary Public
(Print insert name and title of the officer)

personally appeared Daniel Shkadnik
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

[Signature]
Notary Public Signature (Notary Public Seal)



ADDITIONAL OPTIONAL INFORMATION

DESCRIPTION OF THE ATTACHED DOCUMENT
Landlord Consent to Lease
(Title or description of attached document)
Premises
(Title or description of attached document continued)
Number of Pages 1 Document Date _____

CAPACITY CLAIMED BY THE SIGNER
 Individual (s)
 Corporate Officer

(Title)
 Partner(s)
 Attorney-in-Fact
 Trustee(s)
 Other _____

INSTRUCTIONS FOR COMPLETING THIS FORM

This form complies with current California statutes regarding notary wording and, if needed, should be completed and attached to the document. Acknowledgments from other states may be completed for documents being sent to that state so long as the wording does not require the California notary to violate California notary law.

- State and County information must be the State and County where the document signer(s) personally appeared before the notary public for acknowledgment.
- Date of notarization must be the date that the signer(s) personally appeared which must also be the same date the acknowledgment is completed.
- The notary public must print his or her name as it appears within his or her commission followed by a comma and then your title (notary public).
- Print the name(s) of document signer(s) who personally appear at the time of notarization.
- Indicate the correct singular or plural forms by crossing off incorrect forms (i.e. he/she/his/ is/are) or circling the correct forms. Failure to correctly indicate this information may lead to rejection of document recording.
- The notary seal impression must be clear and photographically reproducible. Impression must not cover text or lines. If seal impression smudges, re-seal if a sufficient area permits, otherwise complete a different acknowledgment form.
- Signature of the notary public must match the signature on file with the office of the county clerk.
 - ❖ Additional information is not required but could help to ensure this acknowledgment is not misused or attached to a different document.
 - ❖ Indicate title or type of attached document, number of pages and date.
 - ❖ Indicate the capacity claimed by the signer. If the claimed capacity is a corporate officer, indicate the title (i.e. CEO, CFO, Secretary).
- Securely attach this document to the signed document with a staple.



City of Nevada City

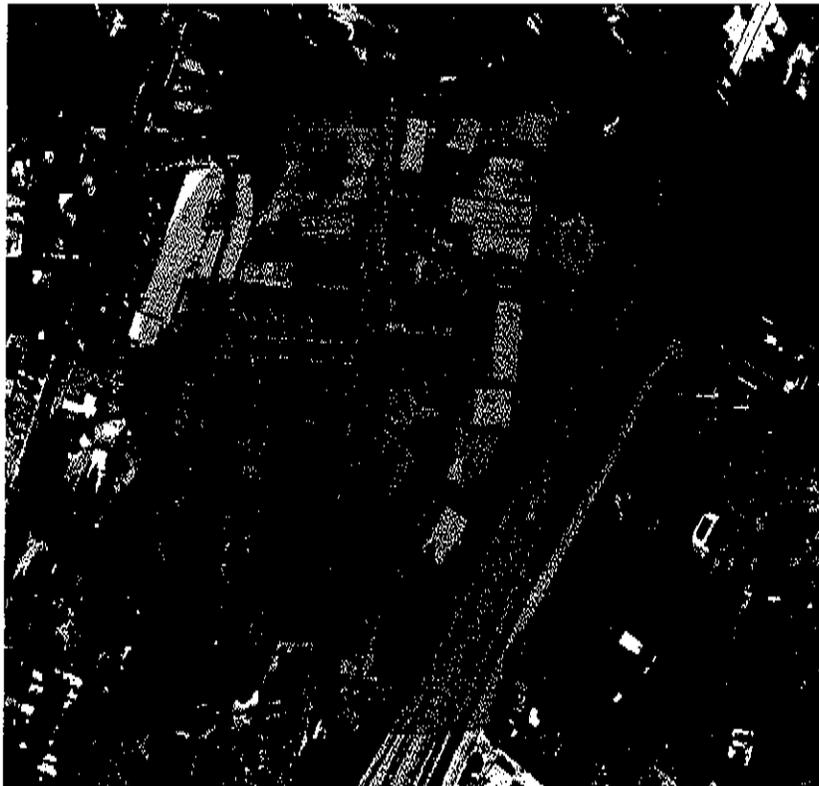
August 23, 2017

Daniele Bachelor
'Elevation 2477'
11467 Vinlee Place
Grass Valley, CA 95949

Subject: Nevada City Medical Cannabis Dispensary Business Zoning Verification Letter; 569 Searls Avenue

Dear applicant:

This letter shall serve as verification that property located at 569 Searls Avenue, Nevada City, CA meets local setback and locational requirements in terms of zoning and proximity limits to operate a Medical Cannabis Dispensary (MCD) business. The subject property, located at 569 Searls Avenue is located within the "Light Industrial-Scenic Corridor" (LI-SC) zoning district and is located at least 600 feet from any known school site or public park site as determined using the City's GIS measuring tool. While this proximity determination will suffice for local verification purposes, this Zoning Verification letter does not constitute verification of compliance with State locational requirements.



Subject property boundary



600-foot buffer area

City Hall • 317 Broad Street • Nevada City, California 95959 • (530) 265-2496

Please note that the issuance of a "Zoning Verification Letter" does not constitute written evidence of any kind of permission being given by the City of Nevada City, and it does not convey any right to operate a MCD in the City. Final decisions on the issuance of permits will be made by the City Council following the approved application procedure process.

Sincerely,



Amy Wolfson
City Planner
(530) 265-2496 x130

#9-12

Page(s) 4 have been redacted or withheld from public disclosure, as Crystal Hodgson the City's consulting Deputy City Attorney has determined that the information contained therein is exempt from disclosure under the following Government Code provision:

_____ Section 6254, subd. (c) (personnel, medical, or similar files, the disclosure of which would constitute an unwarranted invasion of privacy)

_____ Section 6254, subd. (f) (investigatory or security files compiled by a local agency for licensing purposes)

_____ Section 6254, subd. (n) (licensee's personal financial data)

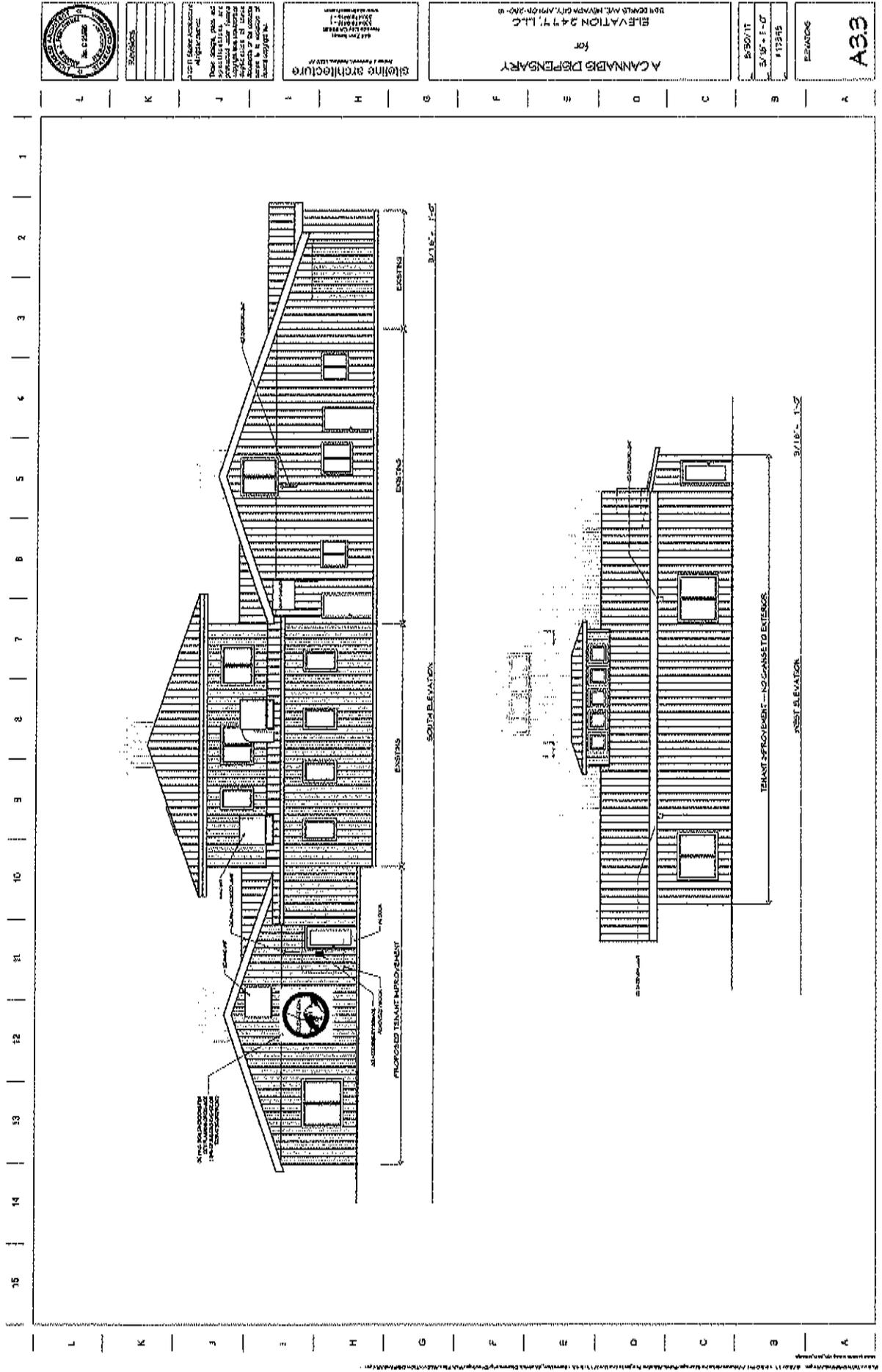
_____ Section 6255, subd. (a) (personal contact information)

X _____ Section 6255 – (General public interest exemption)

_____ Other: _____

- Site plans w/ hedd containing Safety & Security features

Exterior Elevation



SILVINE ARCHITECTURE, INC.
 1001 DEWITT AVENUE, SUITE 100
 WASHINGTON, DC 20002
 (202) 462-1100
 www.silvine.com

Silvine Architecture
 1001 Dewitt Avenue, Suite 100
 Washington, DC 20002
 (202) 462-1100
 www.silvine.com

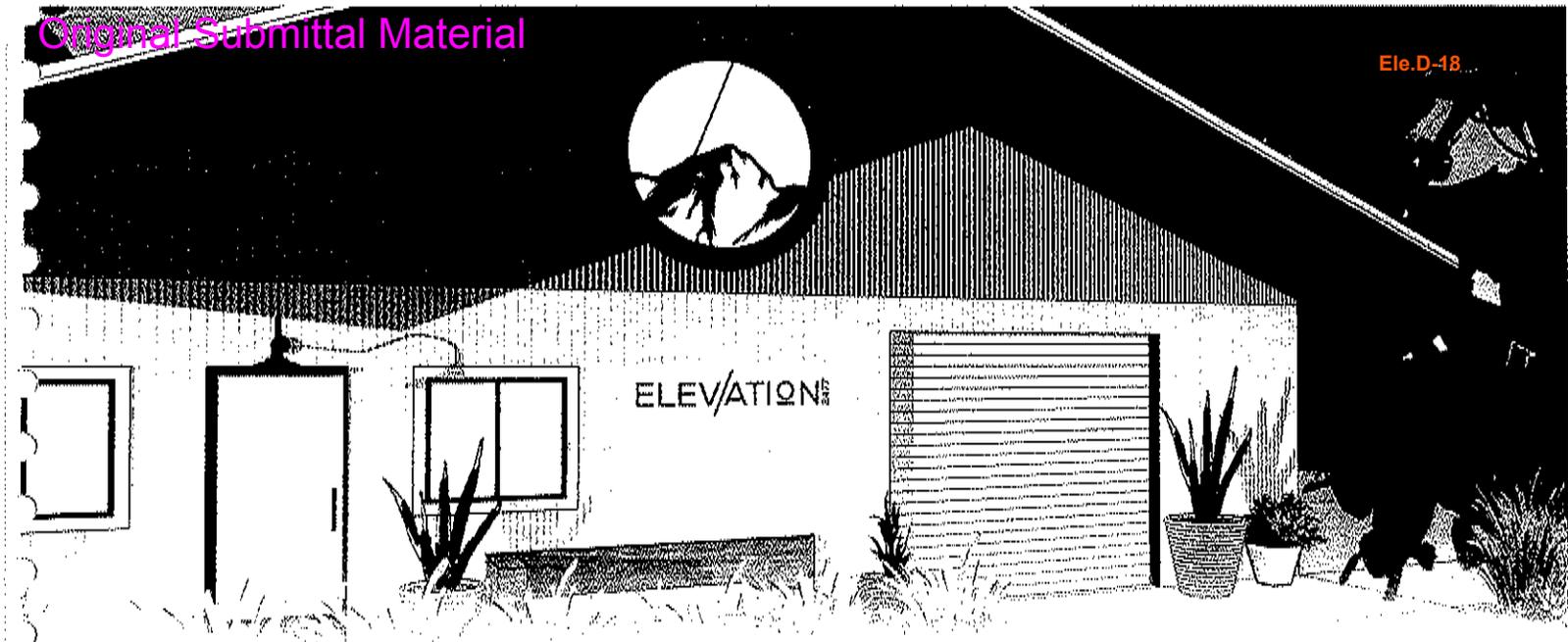
A CANNABIS DISPENSARY
 for
ELEVATION 2471.L1.C
 1001 DEWITT AVE. NW WASH DC 20002-3000

PROJECT
 2471-1-07
 #17345

REVISIONS
A33

PICTURES OF THE PROPERTY





BUSINESS &
PARKING PLAN
A NON-PROFIT MEDICAL
CANNABIS DISPENSARY

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1 . EXECUTIVE SUMMARY

a. Overview:

Elevation 2477', LLC ("Elevation 2477'") is a not for profit medical cannabis dispensary organized in the state of California and seeking to operate under California State and local Nevada City laws as a limited liability company. We are seeking to obtain a medical cannabis dispensary license under Nevada City ordinance number 2017-06 adopted by city council on April 12th, 2017 and section 26070.5 of the California Senate Bill number 94, most commonly known as the Medical and Adult Use Cannabis Regulation and Safety Act ("MAUCRSA"). Subsequent to the issuance of our municipal license Elevation 2477' intends to specifically apply for and be granted a M-Type 10: Retailer license under "MAUCRSA" which shall have an open application period beginning January 1, 2018.

Entity Structure: Limited Liability Company

State Organized: California

State Filing Number: Elevation 2477, LLC

Entity Type: Not for Profit

Federal Tax ID Number (EIN): Redacted for security reasons, available upon request

State License Type (seeking): M-Type 10: Retailer governed by the Bureau of Medical Cannabis Regulation.

Corporate Officers/Board of Directors:

- Daniel Batchelor, Chief Executive Officer, *Grass Valley, CA*
- Jonathan Hogander, Chief Financial Officer, *Grass Valley, CA*
- Christina Rosmarin, Secretary, *Nevada City, CA*

Advisory Board Members:

- Micah D Berry, MD. Sierra Nevada Memorial Hospital, *Grass Valley, CA*
- Seth Rosmarin, Organic Farming Consultant, *Nevada City, CA*
- Asia Batchelor, M.S., OTR/L, Licensed Occupational Therapist, *Grass Valley, CA*
- Wade Laughter, Founder of House of Harlequin, researcher, speaker and activist on cannabis, cultivation best management practices and an advocate for patients' access to safe, clean medicine, *Grass Valley, CA*
- Forrest Hurd, Founder of Caladrius Network, an organization that supports parents of catastrophically ill children with up-to-date information and therapeutic cannabis products at no cost, *Grass Valley, CA*
- Greg Malin, Verdant Valley Farms, long-term Nevada County resident. *Grass Valley, CA*
- Stephen Munkelt, Attorney, *Nevada City, CA*

2 . OBJECTIVES

a. Overview:

A dispensary is as much about touching the lives of patients who seek palliative and alternative care through medical cannabis, as it is about establishing a sophisticated outlet for products of the highest quality and reputation in a region where there is no access.

We are in the business of creating a community hub of cannabis education that empowers people to make choices about what brings them relief and wellness. For us, it is an endeavor steeped in respect for the medicine and hope for the patients.

Elevation 2477' is in the medical cannabis dispensary business to retail premium, craft medical cannabis as permitted by law in California to qualifying local patients. Our company has high aspirations and wants to earn its right as a community centric healing and wellness establishment.

We know Nevada City patients are savvy, and municipal stakeholders will only allow the finest of establishments to serve its community. Our employees will be exceptionally trained and qualified to handle the wide range of patients whom we are best positioned to serve.

We have gone through a painstaking process of refining all elements of our organization and are proud to share them with you. We want you to know how important excellence and patient care is to the Elevation 2477' team. Should Elevation 2477' be granted the honor of serving patients in Nevada City we envision building and establishing an organization that embodies, exemplifies, and creates a lasting experience each and every time anyone engages with our team.

Our commitment is to give first-class treatment whenever patients visit our store, assuring them clean, safe, and tested, locally grown medical cannabis from specialty purveyors. We will have a POS and track-and-trace system that will enable us to manage one-on-one relationships with our patients while keeping the most up-to-date records of our sales as well as our inventory. This will allow for complete transparency for Nevada City officials if needed upon request.

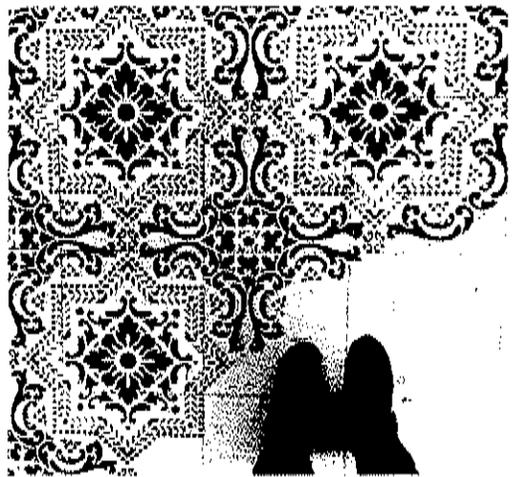
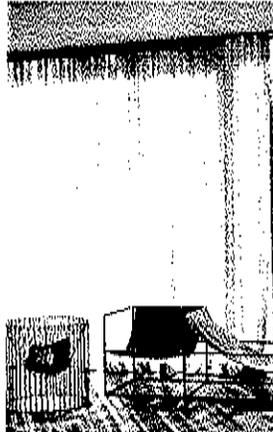
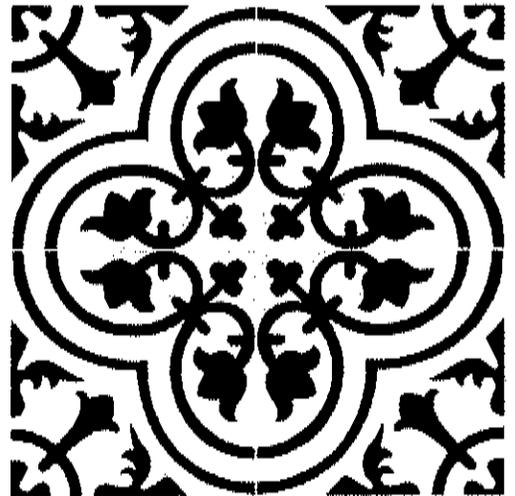
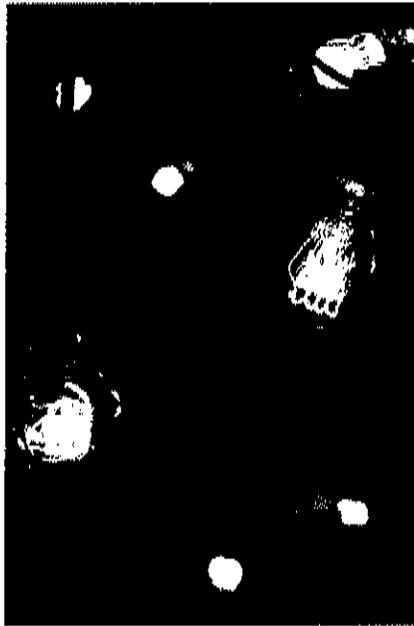
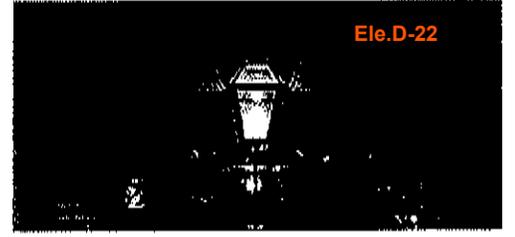
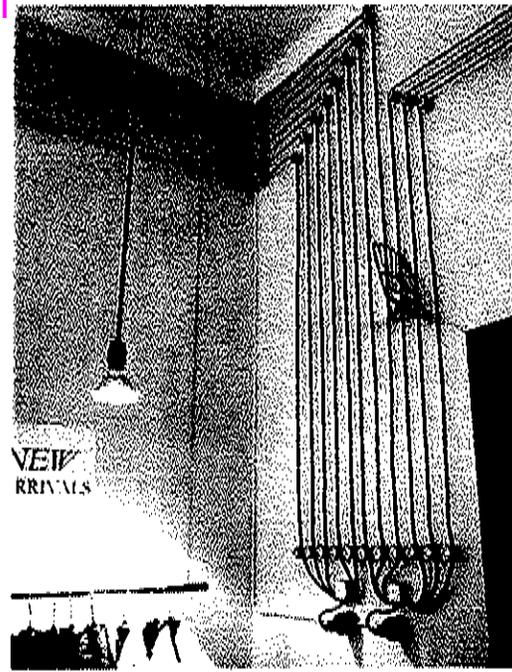
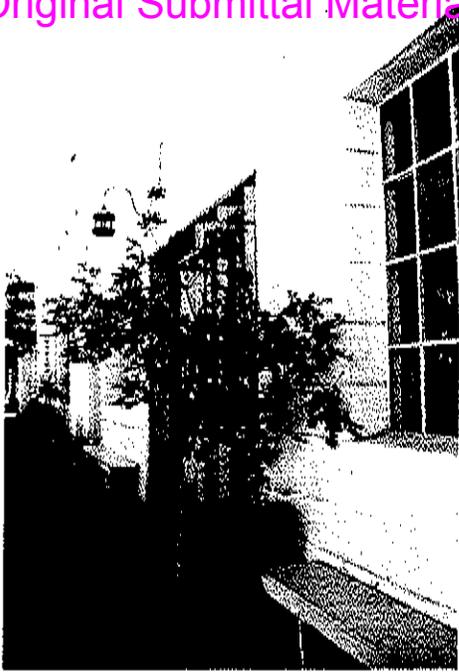
We recognize the challenging and ever-evolving regulatory environment our organization will operate in and therefore have established a diverse team to fulfill the community's vision and properly service our patients.

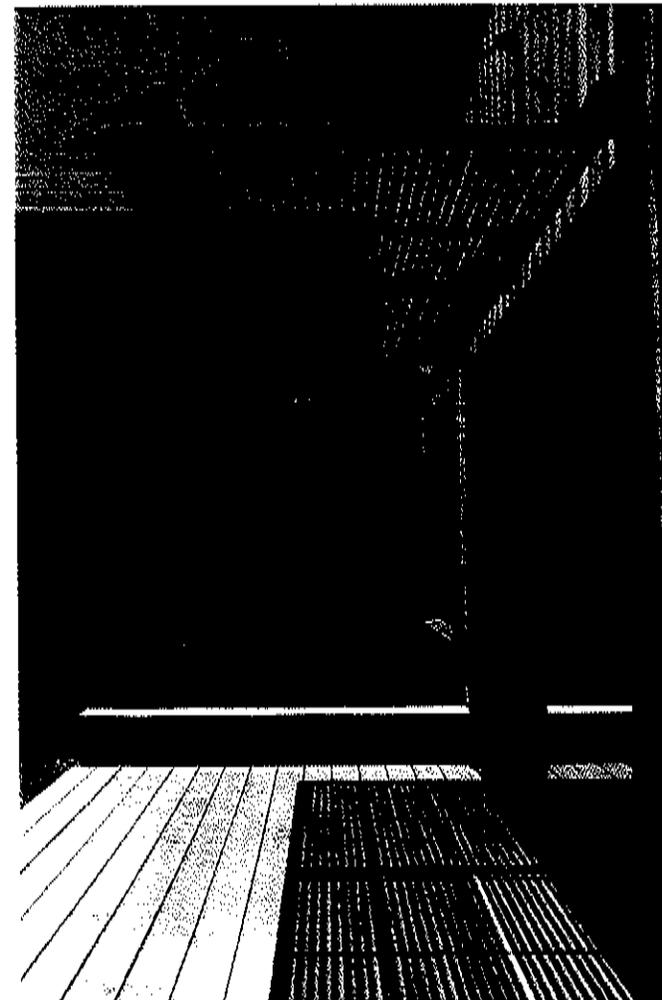
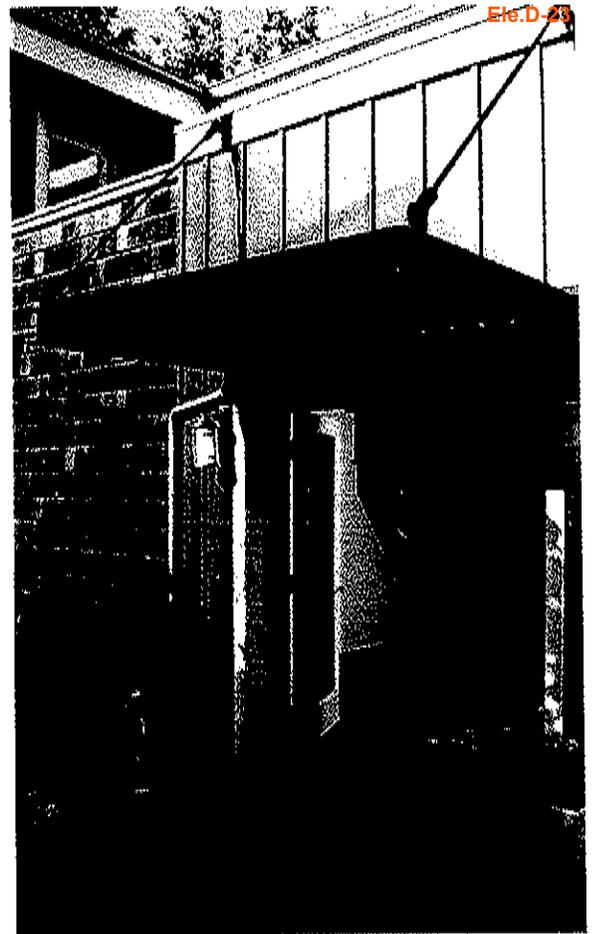
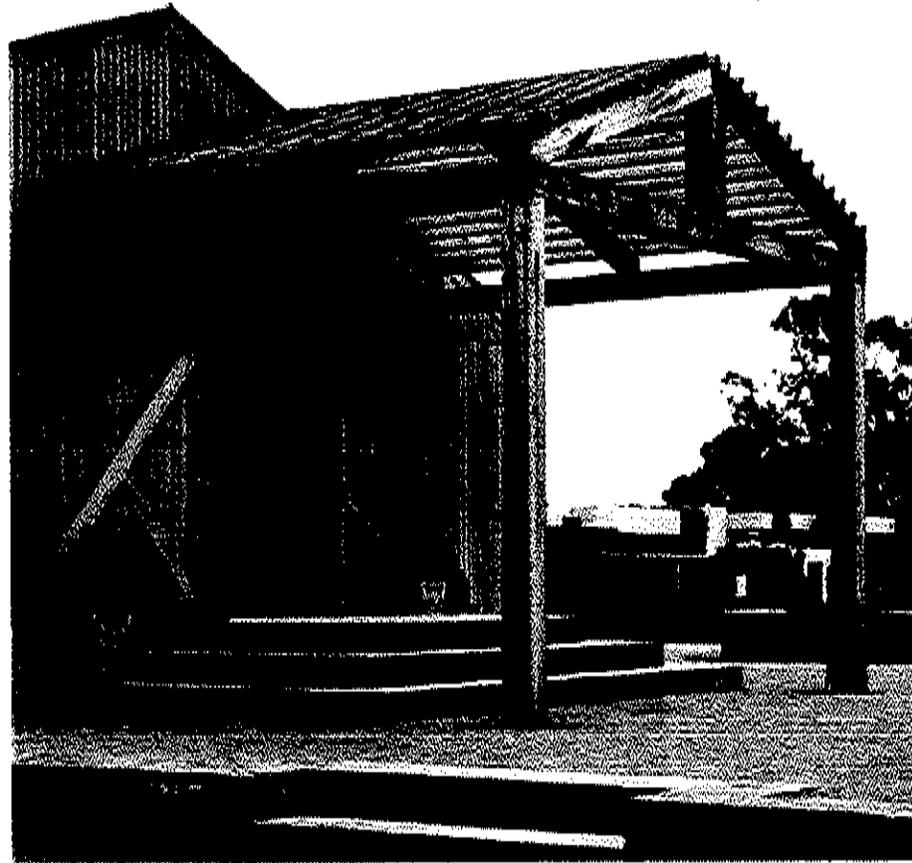
b. Our Mission Statement:

Wellness is much more than physical health. It is the full integration of states of physical, mental, and spiritual well-being, and at Elevation 2477' we believe in providing medical cannabis that can help redefine wellness for many of our patients. Our goal is to provide a community hub for alternative wellness that integrates all aspects of a healthy lifestyle while upholding the community values that make Nevada City a great place to call home.

c. Our Vision Statement:

Elevation 2477' will be the model medical cannabis dispensary of the Sierra Foothills, serving patients compassionately, professionally, and efficiently with access to the highest quality medicine. Through our state-of-the-art facility, community and educational programs, and products of exceptional quality we hope to give our patients the ability to develop congruence between their values and health choices in order to realize a common purpose that contributes to their overall sense of well-being.





d. Philosophy:

There is a way to make everyday life a little better for patients suffering from a variety of conditions who have found alternative ways to achieve their idea of wellness. And at Elevation 2477', we believe providing medical cannabis and cannabis products can help create those options.

e. Core Values:

- **Patient Commitment:** We develop relationships that make a positive impact in our patients' lives. Always remember we exist to serve patients and the community, we are merely a vessel for others to have safe access to the medicine they need
- **Knowledge and Integrity:** We strive to be in alignment with our community's highest standards of integrity, from the products we dispense to our commitment to community betterment. Our goal is to maintain a limitless outlook and never stop learning: education and knowledge is at the core of healing others.
- **Quality and Service:** Always strive for excellence, it is in the details. We provide the highest quality and safest medical cannabis products, along with the most knowledgeable team to help our patients make the best decisions for their health.
- **Community Engagement:** Our goal is to be a role model in the industry and community. We are good citizens in the communities in which we live and work. We strive to work with local organizations that believe in building a better Nevada County. We intend to locally source services and products related to the upkeep of the facility.
- **Personal and Entrepreneurial Accountability:** As business owners and members of the community, we believe our success is everyone's success story. We will act in compliance and know the laws. We have a fiduciary responsibility to those that rely on our organization.
- **Safety First:** Be vigilant and prepared. We operate in a highly regulated environment and security is paramount.
- **Commitment to public health and safety:** We strive to provide proper education to our patients regarding proper and safe dosage and storage of medicine.

f. Our Name:

We chose the name Elevation for the following reasons:

- We want our medicine to elevate our patients above their conditions and into a state of wellness and well-being that leads them to a better quality of life, while bringing relief to their particular symptoms.
- Nevada City is located at the foothills of the Sierra Nevada mountains, at exactly 2,477 feet in elevation. We believe the stunning beauty of our region plays a part in our community's quality of life and we wanted to pay homage to the attributes -- mountains, rivers, historic towns -- that makes Nevada County a great place to live.

3. MANAGEMENT TEAM EXPERIENCE AND EXPERTISE

Our team consists of professionals with vast organizational management and development skills, coupled with expert knowledge to best implement the goals and principles of Elevation 2477'. Our team of industry leaders enables the organization to keep up with cutting-edge solutions and the most up-to-date operations and procedures. Our team is comprised of community leaders, activists and local experts who have spent their careers building and managing successful organizations. Our Directors will oversee the operations, manage cash flow, and monitor key indicators of performance on a daily basis. The Board of Directors will have significant involvement in setting the policies for the organization and overseeing its financial performance. Our management has years of collective experience in operating successful commercial medical cannabis businesses in California and Oregon.

Our Advisory Board, which will meet once a month to review operations, community programs and compliance issues, is comprised of professionals with backgrounds in healthcare, finance, organic cultivation operations, patient advocacy, cannabis research, and regulatory compliance.

a. **Corporate Officers and Board of Directors:**

- **Daniel Batchelor, Chief Executive Officer, Grass Valley, CA :**

With a background in business development and consulting, Daniel is positioned to lead his own team again in the pursuit of his vision to own a sophisticated medical cannabis retail business in his own backyard. Daniel has been a local resident since 1991, when his family moved to the area from Santa Cruz. Since attending San Diego State University, Daniel has gained extensive knowledge of the medical cannabis industry in California, first by opening his own dispensary in the San Diego area in 2009, where he developed all the standard operating procedures and compliance documents. Since then he has helped other cannabis businesses in California and Oregon comply with local laws and develop protocols for cultivation operations and retail businesses as a consultant. His love for Nevada County, however, led him to get involved with local organizations to advocate for regulations that would allow local access to medical cannabis to patients in need.

- **Jonathan Hogander, Chief Financial Officer and Chief Compliance Officer, Grass Valley, CA :**

Jonathan Hogander will be acting as CFO for Elevation 2477'. Jonathan has long been apart of the medical cannabis community, as a patient since 2002, and as a activist and advocate for medical cannabis rights. Jonathan has resided in Nevada County since 2013, when he was in search of a school for his daughters that was in alignment with his idea of a balanced early childhood education. After finding the Live Oak Waldorf School in Meadow Vista he discovered Grass Valley and made it his home with his wife and three daughters. Jonathan has extensive medical and recreational dispensary knowledge and experience. Currently his companies hold 10 Oregon Liquor Control Commission (OLCC) Licensed Marijuana Retail Licenses; three (3) OLCC Licensed Marijuana Producer Licenses with 6 additional licenses pending, which makes him a leading cannabis business expert. Additionally, Jonathan recently received the first Volatile Extraction CUP in the City of Davis, California and is acting CEO/President for Blessed Extracts. As a current cannabis business operator, Jonathan has gained extensive knowledge of Franwell Metric Cannabis Tracking System (CTS), which is used for seed-to-sale tracking of cannabis products in Oregon, similar to the track-and-trace software the state of California will begin using in 2018. His educational background includes a degree from Cal Poly – San Luis Obispo in mechanical engineering in 2008 (magna cum laude). Before Jonathan's cannabis business career he had experience working as a senior mechanical design engineer and product manager in several companies including Microsoft and Sony Electronics.

- **Christina Rosmarin, Secretary, Nevada City, CA:**

Christina is uniquely position to help Elevation 2477' implement protocols and standards that are in alignment with the community's needs. She is a strong leader with excellent communication skills, which allows the development of a healthy environment, for both employees and patients. Her skill set includes creative, goal oriented, managerial skills that will help bridge the gap between management, end-user, as well as front of the house and back. After years in land management, biodynamic agriculture and early childhood education, she turned to cannabis as medicine while suffering from endometriosis. Organic farming taught her about the holistic approach to disease and imbalance in the soil, and found the same to be true in her own body. Working with a natural approach to self-healing led her to further her work in homeopathy, and to find natural remedies to heal and treat a number of ailments. Using cannabis for pain management helped her wean herself off strong pain relievers and harsh hormone replacers. Christina and her husband Seth have worked diligently and faithfully to grow the cleanest cannabis for their personal use, and now it has become their mission to help others grow the cleanest, purest cannabis with the highest standards in a consulting capacity. She has completed the Oaksterdam University Classic Training Program, a diverse curriculum including fundamentals such as current laws and regulations, the science of cannabis, and courses within all sectors of the Cannabis Industry.

4. DAY TO DAY OPERATIONS

The Elevation 2477' has a wealth of experience in operating medical cannabis dispensaries in compliance with State and local law in California and Oregon. Our Standard Operating Procedures ensure that all staff is adequately trained and understand what is expected of them at every level.

- a. **Hours of Operation:** Elevation 2477' will operate within the hours permitted by the Nevada City Medical Cannabis Dispensary ordinance of 8 am to 8 pm Monday through Sunday and should not negatively impact our surrounding community in any way.
- b. **Our Business Model:** Our business model will create a positive, unique, and intimate experience for every patient that walks through our doors. We understand that it is our responsibility to ensure that patients receive safe and quality medicines in a friendly, knowledgeable and professional environment. For many patients, we are the highlight of their day. Our staff will be trained to interact with the patients we serve and to listen to their needs. We work hard to ensure that every patient we serve leaves satisfied with their experience. It is our objective to provide unmatched service to every patient we serve, and to work on building a sense of community within our patient-base. When patients register as a member they are given an orientation by our staff that spells out the rules, our programs, and what they can expect from our organization. They are given access to our Patient Handbook through our website, which is an educational resource that helps guide them through the medical cannabis experience. Each patient is serviced individually by a friendly and knowledgeable staff member who can help answer any questions. Our staff will always try to help patients find the type of medicine that works for their condition and provide them with proper educational resources to enhance their experience. We train our staff to take a real and meaningful interest in the lives of the patients we serve. A big part of our model and plan is providing great complimentary alternative wellness services for our patients, providing educational and support opportunities, as well as contributing time and resources to goodwill and charitable organizations and projects. Our wellness program give patients the opportunity to experience services that they may not have otherwise tried. Our ongoing support groups and educational opportunities help patients grow and thrive. By organizing projects that benefit the community, or supporting the efforts of other organizations' efforts, we can use our non-profit resources to vastly improve the community. We believe our business model and proven plans of action will be a great opportunity for Nevada City and thousands of qualified patients in the area.
- c. **Patient and Caregiver Screening Process:** Upon arriving at the facility, patients are required to present their medical recommendation and California State photo identification to security staff and then also to the intake/reception staff. An intake employee verifies the patient's identity and contacts their physician to confirm their status as a patient qualified to use cannabis. Patients under the age of 18 must be accompanied by a parent or legal guardian. No patient is eligible to access the dispensary or services until their qualified patient status has been verified. A copy is made of the patient's physician cannabis use recommendation, State-issued Medical Marijuana Program Identification Card (if applicable), and/or current California Driver's License or Identification Card to be retained for the clinic's records. Records are both scanned into our Point of Sale and patient tracking database. Patients unable to regularly access dispensary services due to their condition can designate a primary caregiver to be authorized to obtain medicine on their behalf. A primary caregiver is a person who is a family member or friend designated by an eligible patient as his or her caregiver. Caregivers may not obtain medicine or services for themselves unless they are also a qualified patient. To designate a caregiver, a patient must complete a Caregiver Designation Form and submit it to clinic staff for approval, unless the caregiver already has a valid CA State-issued caregiver card. If a caregiver has more than one patient under their care, they will be monitored for maximum purchases and patients will be notified if there is a suspect pattern that is inconsistent with patient need.

Patients are required to sign a Membership Agreement and sign a copy of the Rules for Membership to acknowledge that they agree to follow all dispensary rules and regulations. Violation of the Rules for Membership is grounds for immediate termination.

i. Membership Rules:

- All patients and primary caregivers must have proper ID to access dispensing services.
- Minors under the age of 18 are not permitted to enter our premises unless they are a qualified patient and are accompanied by a parent or guardian.
- Only qualified patients and primary caregivers are permitted in the dispensing area of the facility. To provide a safe and relaxed environment, avoid bringing friends or family members that are not patients or caregivers and please do not leave people waiting in your car.
- All patients are required to submit proper identification and have their physician recommendation to use cannabis medicines verified before accessing services of any kind.
- No electronic devices, including cell phones, pagers, cameras, recording devices, or personal computers are allowed anywhere on the premises. Please leave them at home or in your vehicle.
- No alcohol, illegal drugs, or weapons of any kind are allowed in or on the property to ensure patient safety.
- Patients will abide by the limits placed on personal cannabis possession in accordance with CA Health and Safety Codes 11362.5 (Prop. 215) and 11362.7 (SB420), and any additional regulations set forth by local and State law.
- No consumption of cannabis is allowed on the premises, including in your vehicle.
- Treat all fellow patients, staff, and any other person on the premises with the utmost respect. Offensive and abusive behavior will not be tolerated.
- No loitering is allowed on the premises or in the surrounding areas of the collective.
- Patients agree to never sell, distribute or divert medicine obtained through the dispensary. Membership will be immediately and permanently terminated if diversion is suspected or discovered.
- Violation of Membership rules will result in immediate membership termination.

ii. Elevation 2477¹ will publish a Patient Handbook on its website that contains the following information:

- Information about the organization
- Membership requirements
- Information on designating a caregiver
- Code of Conduct
- Good neighbor policy
- Conditions cannabis can benefit
- Sensible use guidelines and abuse awareness
- Methods of medicating and the different varieties of medicines
- Informational resources of helpful associated organizations
- Wellness and educational services provided
- Patients' rights

d. **HIPAA Compliance:** All patients will be required to sign an HIPAA Privacy Authorization that protects their medical information from misuse. HIPAA is the Health Insurance Portability and Accountability Act of 1996, which sets national standards for the security of electronic protected health information; the confidentiality provisions of the Patient Safety Rule protects identifiable information being used to analyze patient safety events and improve patient safety.

e. Medical Cannabis and Products Offered:

- **Whole Plant Medicines and Flowers:** Dried flowers of the cannabis plant. Flowers are available in a variety of strengths and strains in variable quantities.
- **Concentrates/Extracts:** Cannabis can be extracted by a number of different processes. Extractions allow patients to regulate dosage more easily and are available in a wide variety of strains and strength.
- **Food-Based Medicines:** Some patients must eat their medicine and the healing properties of cannabis are best bonded to fats and glucose preparations. Under all new state regulations, all edibles will be discreetly packaged and clearly labeled to ensure safety, and will meet all requirements set forth in Ordinance 2017-06 and the MAUCRSA.
- **Tinctures:** Tinctures are liquid preparations in which the cannabis plant material is infused. These tinctures can be added to beverages and produce a more rapid onset for patients who need fast relief. They meet all of the requirements of Food-Based medicines.
- **Cannabis Supplements:** These are a number of delivery methods that include capsules, pills, sprays, patches, and tonics infused with medical cannabis. These methods are ideal for patients seeking curative treatment and cannabinoid saturation treatments. They are available in a variety of strengths and sizes.
- **Topical Preparations:** Cannabis can be infused into a number of topical ointments and lotions that may help with conditions, such as eczema or dry skin.
- **Live Plants:** Patients are allowed to cultivate their own medicine in California. We provide a selection of live plants in a variety of strains and growth stages that patients can add to their own patient garden. All live plants are properly cared for and free of pests and disease.

f. **Dispensing Operations:** Following a patient identity verification and qualification for membership, the patient is able to access the dispensing area. Our dispensing room will be a clean and well-lit area with all of our products clearly displayed in several cases and available in specific display jars for examination. The staff will be educated in the different effects, strengths, and characteristics of the medicines available. Staff members help patients understand what therapies may work best for their needs. Our patient library will provide access to literature that details methods for using cannabis medicine safely. After receiving medicine, patients are issued a receipt that lists the dispensary name and address, the type of product, quantity, the time, date, and the patient's assigned identification number.

g. **Lab Tested and Quality:** Elevation 2477' is committed to working with licensed cannabis businesses that go above and beyond the testing requirements set forth by local and state regulations. Our goal is to develop a network of farmers and producers, preferably local once Nevada County approves its cultivation and cannabis business regulations, whose ethos are steeped in organic and sustainable practices. According to state regulations all medical cannabis products must go through quality assurance, inspection and testing. Elevation 2477' will verify and only source and sell products that have met or exceeded the state's stringent guidelines. Elevation 2477' will not sell or transfer any cannabis or cannabis products that are required to be tested before being sold or transferred unless the required testing has been performed by a licensed laboratory. Elevation 2477' will not intake any cannabis or cannabis products that is from a batch that has failed a test conducted by a licensed laboratory. When cannabis and cannabis products are received at the facility, Elevation 2477' will ensure that all required documentation concerning the product and product testing results are obtained from the transporter before accepting any products. Our will ensure that all testing documentation is entered into applicable records and track-and-trace system.

h. **Quantity Limits:** Elevation 2477' will sell no more than eight ounces of cannabis to a single patient in a single day, unless the patient's physician's recommendation will allow "an amount of medical cannabis consistent with the patient's needs."

- h. **Quantity Limits:** Elevation 2477' will sell no more than eight ounces of cannabis to a single patient in a single day, unless the patient's physician's recommendation will allow "an amount of medical cannabis consistent with the patient's needs."
- i. **Diversion Prevention:** If audits reveal a patient is regularly over relative limits for their need they will be questioned regarding their increased need. If a patient is unable to verify their medical need via a qualified physician for the amount of medicine purchased over a given period of time, we will assume there is an issue with diversion, and the patient will have their membership and service privileges withdrawn. If there is real evidence of diversion, we will report the incident to law enforcement for further investigation. Our pricing structure discourages diversion, as it is somewhat cost prohibitive and not available in discounted large quantities. In addition, Elevation 2477' will implement a comprehensive security plan that addresses facility security, the facility's security and alarm system, product security during storage, product security during transport, and the secure handling of all cash and other payments in order to prevent theft and diversion. Elevation 2477' security plan will also assist the Nevada City Police Department, the Sheriff's Department to prevent and detect the theft or diversion of medical cannabis. The track-and-trace system is the state's answer to diversion prevention and is spelled out in detail under the track-and-trace section of this business plan.
- j. **Closing Procedures:** At the end of operations, and after all required closing activities have taken place, the Manager-on-Duty (MOD) will accomplish the following protocol to ensure that all entrances and exits are locked when the business is not operating. A detailed description of our closing procedures is including in our Safety and Security Plan:
- MOD will confirm that all required activities have been completed.
 - MOD will review key log to ensure that any checked-out keys have been returned and are secured in locked storage.
 - MOD will ensure that all other personnel or visitors have exited the facility.
 - MOD will lock and test each internal door to ensure that it is securely locked.
 - MOD will lock and test each external door (other than door of exit) to ensure that it is securely locked and in good working order.
 - When all checks are complete and MOD is prepared to leave building, MOD will arm the security system and exit the facility.
 - MOD will lock and test the door of exit to ensure that it is securely locked and in good working order. MOD will then be escorted to his/her vehicle by licensed security guard.
- k. **Patient Services:** Elevation 2477' is committed to provide the best services we can to our patients in order to deepen their understanding of the benefits of medical cannabis and alternative healing modalities that can help them achieve their idea of wellness. The service staff will create monthly newsletters, brochures, and calendars to inform members of our complimentary educational and wellness services from local wellness practitioners.

The following are the types of **complimentary** services we offer to our patient members:

- Low income member programs
- Educational Seminars/Courses
- Organic cultivation workshops
- Patient Support Groups
- Ayurvedic and Herbalism courses
- Cannabis scientific research/findings classes and updates
- Therapeutic Massage/Acupressure
- Acupuncture
- Reflexology
- Yoga
- Reiki Healing
- Sound Healing

- i. **Good Neighbor Policy:** Elevation 2477' will establish and maintain procedures for working to support our community and to resolve community concerns/complaints about our operations. We are committed to keeping open communication between our patients and our staff, and neighbors and management. It is important for us to educate our neighbors and patients about the procedure for expressing concerns or dealing with complaints about our operations so that requests, questions, concerns and ideas are addressed in a positive manner and timely fashion. *A summary outline of the procedure is included in our Community Outreach and Engagement Plan.*

5. LOCAL AND STATE LAW COMPLIANCE

Elevation 2477' will be authorized to dispense medical cannabis to patients in compliance with California Health and Safety Codes 11362.5 and 11362.7, et. al., Attorney General's Guidelines for the Security and Non-Diversion of cannabis Grown for Medical Use, and the Medical Cannabis and Adult Use Regulation and Safety Act. We understand and will fully comply with Nevada City ordinance 2017-06. We are a medical cannabis dispensing organization, as currently allowed by California State law, SB420 (H&S 11362.7) operating as a non-profit organization that facilitates transactions amongst its members. Our incorporating documents, operating procedures and day-to-day operations are designed to comply with future state laws effective January 1, 2018. Our organization's existing operations are authorized to serve a large membership base of qualified California patients and our location will help meet the growing demand of patients seeking clean, safe, and affordable cannabis medicines. Our proposed facility meets all zoning and compliance standards. Elevation 2477' will retain the services of a compliance attorney to ensure compliance with any future changes to local and state cannabis laws and regulations.

Our in house Chief Compliance Officer will also ensure all compliance in day-to-day operations.

a. **Compliance with Ordinance 2017-06**

In April 2017, the Nevada City Council approved ordinance 2017-06, which created a regulatory framework to license medical cannabis dispensaries within city limits. Ordinance 2017-06 allows for one dispensary in Nevada City within a 600-foot buffer zone from schools and parks. Ordinance 2017-06 further details specific Nevada City dispensary requirements relating to licensure, facility design and layout, lighting and signage, record keeping, site management, security, and operational requirements, as well as the application process for dispensary organizations.

Should Elevation 2477' be selected for a license to operate in Nevada City, we are fully prepared to comply with all aspects of Ordinance 2017-06. We have a long history of compliance with local medical cannabis programs as previous licensed providers in the city of San Diego and several municipalities in the state of Oregon. Our organization is prepared to do what it takes to ensure we go above and beyond what is expected by the city.

b. **Compliance with California State Laws**

The team at Elevation 2477' has extensive knowledge of how the regulatory framework has evolved and been established in the state of California since 1996, when Proposition 215-CA Health and Safety Code 11362.5 was approved. Because of our rigid protocols for membership and extensive documentation policies we can ensure that all active patient members are in compliance with The Compassionate Use Act of 1996.

In October of 2015, the California State Legislature passed the Medical Cannabis Regulation and Safety Act (MCRSA), which established a regulatory process for State licensing for medical cannabis businesses. In the 2016 legislative cycle the State Legislature passed three bills intended to regulate Medical Cannabis: AB266, AB243 and SB643. Together, those bills are referred to as the Medical Cannabis Regulations and Safety Act or MCRSA. MCRSA has been codified in the California Business and Professions Code. MCRSA only applies to medicinal use of cannabis with a doctor's recommendation.

After the passage of Prop 64 or AJMA, MCRSA was later repealed with many of its provisions being transferred to a new set of laws called MAURCSA. The State is still in the process of developing the program, which is set to take hold in full on January 1, 2018.

We will continue to adapt our programs where necessary to comply with new regulatory requirements as they are developed and implemented by the Bureau of Medical Cannabis Regulation. Through our memberships with the California Growers Association, The International Cannabis Farmers Association and the Nevada County Cannabis Alliance, our organization will ensure that the transition to the State licensing program is smooth and fluid. We will work with Nevada City officials to ensure that our program meets all requirements set forth by the State, as well as the City. Elevation 2477' will retain the services of a compliance attorney to ensure compliance with any future changes to local and state cannabis laws and regulations.

6. TRACK AND TRACE SYSTEM

Elevation will implement a track-and-trace inventory control system to monitor the chain of custody of cannabis used for medical purposes from the point of transfer to the facility to the patient. Elevation's inventory control systems will include all cannabis and non-cannabis products.

Elevation 2477' has identified BioTrackTHC as the global leader in Point of Sale system for cannabis and integrates state-mandated Seed-to-Sale traceability technology. Established in 2010, BioTrackTHC is a pioneer provider of both business management and government oversight software, the BioTrackTHC team has the professional experience necessary to navigate regulations and enforce compliance across varying landscapes. This technology will allow Elevation 2477' to successfully manage inventory and report to the appropriate authorities, including the city and state, as required.

BioTrackTHC's comprehensive product suite increases transparency and accountability by monitoring key data points during cultivation, harvest, extraction, packaging, transport, and dispensing. In 2013 BioTrackTHC successfully implemented the Washington State Traceability System, the world's first real time cannabis seed-to-sale traceability program. Oregon adopted the software in 2016 to integrate it with its track-and-trace program.

Additionally, BioTrackTHC will be compatible with the State of California's requirements and can produce the information as required in Section 9.22.090 paragraph B of the Medical Cannabis Dispensary Ordinance, No. 2017-06.

a. **General Track and Trace Guidelines for Diversion Prevention**

1. Functionality of Seed to Sale Software:

- State of California and Bureau of Medical Cannabis Regulation Compliance reporting.
- Product expiration dates.
- Complete and detailed transport manifests.
- Real time patient and patient limit tracking to avoid over dispensing based on state law.
- Real time product recall alerts.

- Maintains compliant labels, warning and required disclosures.
- State certified digital scale to reduce loss and increase accuracy of inventory.
- Integrated ID scanners which will not allow a sale until an ID is scanned. This is a dual layer of protection since ID's and Patient recommendations will be checked in the lobby as part of the patient registration process.
- Employee restrictions, which only allow the proper employees to see the data they need to see.
- Audit logs

2. Responsible Employee:

- The manager on duty (MOD) is the designated employee with oversight of Elevation's inventory control system and overall inventory management within the facility.

3. Initial Inventory:

- Prior to commencing business, Elevation 2477' will conduct an initial comprehensive inventory of all cannabis received at the facility.

4. Weekly Inventory Protocol:

Elevation 2477' will manage, check and monitor inventory, such that we can accurately and consistently document the status of all products:

- i. Each day's beginning inventory, acquisitions, sales, disbursements, designation and disposal of unusable cannabis, and ending inventory.
- ii. Any samples provided, including the provision, return and/or destruction of the same, as set forth by law and regulation.
- iii. Each batch of cannabis received shall include:
 - The batch number
 - The number of cannabis seeds or cannabis cuttings
 - The date the cannabis seeds or cuttings were received
 - The list of all chemical additives, including, without limitation, pesticides, herbicides and fertilizers used in the cultivation or propagation of seeds and cuttings.
- iv. A complete physical inventory of both usable and unusable cannabis will be performed on a weekly basis and logged into the track and trace system. Elevation's staff will document the following:
 - Date of the inventory
 - Summary of the inventory findings
 - The name, signature and title of the employees who conducted the inventory and the agent-in-charge who oversaw the inventory
 - Elevation staff will count and precisely weigh all products, including:
 - *Packaged Cannabis*
 - *Cannabis Products*
 - *Cannabis products in quarantine*
 - *Waste Cannabis awaiting disposal*
 - *Cannabis plants in various stages of growth, including seedlings and seeds.*
- v. Records of all medical cannabis sold will show:
 - The date of sale
 - The name of the medical cannabis patient who purchased.
 - Batch number, product name(s) and quantity of cannabis products sold
- vi. Records of all medical Cannabis destroyed will show:
 - The date the medical cannabis was destroyed
 - Manner in which it was destroyed
 - Reason it was destroyed
 - Employee responsible for the destruction of the cannabis

5. Random Physical Inventory Checks:

- Random physical inventory checks will be conducted throughout the facility, throughout the year. Elevation's staff will document one or more of the following:
 - Packaged Cannabis
 - Cannabis Products
 - Waste Cannabis Awaiting Disposal
 - Cannabis plants in various stages of growth, including seedlings and seeds.

6. Annual Inventory:

- A complete and accurate recording of all cannabis plant stock and products on hand will be prepared annually on or before the anniversary of the initial inventory under the direct supervision of the MOD.
 - **Inventory Audit:** The manager on duty shall conduct and document a system-wide audit of the inventory of the establishment that is accounted for according to generally accepted accounting principles at least once every year, and made available to government agencies as needed.
 - **Justified Inventory Adjustments Can Be Made:** Any non saleable products will be donated or repurposed into saleable products, in accordance with state regulations, and entered into the track-and-trace system. Only Authorized Personnel Can Make Adjustments.
 - **Inventory Discrepancy Procedures:** If an audit or random inventory check identifies a reduction in the amount of medical cannabis in the inventory of the establishment not due to documented causes, or in the event actual inventory counts do not match the recorded or expected counts, the Elevation team shall determine where the loss has occurred and take and document corrective action. If the reduction in the amount of medical cannabis in the inventory of the establishment is due to suspected criminal activity by an employee, the Elevation 2477' team shall report the employee to the appropriate law enforcement authorities. When a significant discrepancy in inventory occurs, the MOD will conduct an internal audit and investigation and report to appropriate agencies and authorities within 24 hours. The MOD will document the incident in a report that includes the following information:
 - Incident date
 - Name of people involved
 - A description of the incident
 - Identification of known or suspected causes of the event any corrective actions taken.Pursuant to law all such incidents will be reported to regulatory and/or law enforcement authorities.

7. Cannabis Waste Tracking and Notification:

- All waste will be secured, locked and tracked in accordance with State regulations and the dispensary Operations and Management Practices Plan.
 - **Solid Cannabis Waste Handling Procedure:**
 - The cannabis waste will be weighed
 - Data will be recorded noting date, weight, wet or dry, batch number, plant variety or product and section of the facility generating the waste.
 - The waste will be bagged, tagged and moved in the track and trace system, as well as physically to the Secure Waste Storage.
 - The Elevation 2477' team will give the state a minimum of seven day's notice through the traceability system prior to rendering the Cannabis solid waste unusable and disposing of the Cannabis waste.
 - As per state regulations, cannabis waste will be disposed of at a manned and fully permitted solid waste landfill.

8. Data Storage:

- All aspects of the cannabis plants, byproduct wastes, weights, ID numbers and associated data is stored in the system

indefinitely. Destruction event information and explanations are also documented and stored within the track-and-trace software system. This data cannot be modified or deleted by the dispensary center employees or even by track-and-trace software. Track-and-trace software records manual inventory adjustments through a detailed notes section. The reason for disposal and, if applicable, disposal company are recorded and archived to the 16 digit barcode associated with the disposed cannabis. As with all transactions in the track-and-trace software system, the employee responsible for the transaction is required to enter a PIN number or biometric fingerprint recording the date, time, and reason for the transaction.

9. Timeline:

- Timeline of proposed construction: The Elevation 2477' facility will be retrofitted. The following are permits we anticipate needing from the City before beginning the property improvements:
 - Planning/Zoning Use Permit
 - Signage Permit
 - Building Permit
 - Electrical Permit
 - Mechanical/Plumbing Permit
- Our estimated timeline is as follows if we are granted a permit by Jan 1, 2018:
 - January 2018 - Begin build out planning and permitting process
 - Less than 30 days to complete detailed construction plans and construction documents
 - 3-6 weeks to obtain permits
 - 60-90 days to complete build-out and install fixtures
- Our estimated time to open the facility, depending on building permits, would be between March and April of 2018. The timeline is based on estimates of time given by the City for the application process, with 60-90 days estimated for the Staff review process, time estimated for Advisory Committee Review. Our organization will make every effort to get the facility open as soon as possible and are prepared to move forward with our plans immediately.

10. Accommodations of Persons with Disabilities (ADA Compliance):

- Since persons with disabilities constitute a considerable number of the collective's expected members, the facility must meet or exceed the National Americans with Disabilities (ADA) as well as the State of California Handicap Access codes. The existing building will require small upgrades to some doors, and counters in order to meet all ADA and CA HA requirements. There will be appropriate and updated access points at all entrances to the building. All doors, hallways, and restrooms will be compliant where possible, and all interior or exterior improvements will incorporate necessary standards to remain ADA compliant. The parking lot will have a designated ADA parking space with proper signage in place consistent with Nevada City Parking Requirements. Our service counters and service areas will all have ADA access points as well, including appropriate height counters and tables. The main entrance is at ground level (no stairs) and will not require a wheelchair ramp or guardrail.

11. Target Market Analysis:

a. Area of Influence:

There are an estimated 800,000 California residents with doctor's recommendations for cannabis. The absence of previous retail cannabis businesses in Nevada County emphasizes the need for a premier local dispensary that can serve local patients.

Elevation 2477' has identified its area of influence to be a 50 mile radius from the property's location. This area of influence includes Nevada, Placer, and parts of Yuba, El Dorado, Butte, Sierra, Sutter, and Plumas Counties. Only two municipalities within Elevation 2477' area of influence are currently permitting dispensary operations: Marysville and South Lake Tahoe. This gives Elevation 2477' an advantage in the marketplace, positioning us to serve patients in the area immediately.

According to US Census population estimates, there is approximately 910,298 people living within a 50 mile radius of our location. Data collect in early 2017 by the cannabis Policy Project indicated that of the entire California population, an estimated 3.83% held medical cannabis cards. Applying the California average to our population equates to a target market of approximately 34,864 patients within a 50 mile radius.

b. *Economics*

Elevation 2477' has determined, based on our population, demographics, and operating partners experience, that the average dollar amount spent per patient/per visit is \$55 and we will serve an approximate 150 patients per day once operations are stabilized and properly marketed.

c. *The Need in the Market Place*

The majority of Elevation 2477' target market resides in the unincorporated areas of the many counties listed above. This leaves a massive market of demand with limited to no supply. By establishing a location in the seat of Nevada County, Elevation 2477' has the opportunity to provide these underserved patients with a safe, reliable location to fulfill their cannabis needs.

Anecdotally, our research points out to a sizeable number of seniors who have been travelling to as far as Sacramento to secure medical cannabis for conditions such as severe pain, muscle spasm, arthritis, glaucoma and symptoms associated with radiation and chemotherapy. In addition, latest Census results show that 25 percent of Nevada County residents are seniors over the age of 65 -- one of the largest population segments looking for alternative treatments to chronic conditions.

d. *Target Patient*

Elevation 2477' mission is to serve a wide range of patients in our local community. Our target market includes any qualified patient who has acquired a medical cannabis card and who wishes to purchase medical cannabis from a licensed, compliant local facility. These individuals include, but are not limited to, patients suffering from arthritis, anxiety, asthma, alzheimer's, cancer, chronic pain, crohn's disease, epilepsy, glaucoma, insomnia, multiple sclerosis, and any other ailment that the physician deems the patient can benefit from the use of medical cannabis.

e. *Market Trends and Development*

The industry will continue to grow and become more profitable due to the aging baby-boomer generation in the Unites States, which is projected to drive increasing demand for medical cannabis as the dangers of some prescription drugs continue to be documented and discussed in the news media. In addition, prescription drug cost continue to rise while the medical cannabis markets has remained relatively stable over the past four years.

Medical cannabis dispensaries are now making use of technology to effectively manage their business by plugging financial leakages. The use of technology, i.e. CRM software is very effective in helping retail businesses manage their clientele base.

For every \$1 consumers/patients spend at dispensaries/stores, an additional \$3 of economic value will be injected into the economy -- much of it at the local level, according to the Marijuana Business Daily's Marijuana Business Factbook 2016.

f. *Brand Differentiation and Value Proposition: Our Competitive Advantage*

In this industry, most of the competitive dynamics center around the quality of cannabis dispensed, the service offered, the location where the dispensary is, discounts offered for the products, and to some extent, the branding of the business plays a significant role. It is through superior patient service, expert knowledge of cannabis research and therapies, and superior products that we can secure a fair share of the available market.

12. Marketing Plan:

The marketing and sales strategy of Elevation 2477' will be based on generating long-term personalized relationships with patients. In order to achieve that, we will ensure that we offer outstanding and knowledgeable patient service.

All of our employees will be well trained and equipped to provide the best service. We know that if we are consistent with offering high quality medical cannabis, along with excellence in patient service, we will increase the number of our patients by more than 25 percent for the first year and then more than 30 percent subsequently.

Our marketing strategy will consist of *discrete* and *sophisticated* advertising in publications targeting our target demographics. In addition, we will also list our business in local directories and doctor's offices who currently issue medical cannabis recommendations. In addition, we will list our business in industry related resource sites such as Weedmaps, Leafly and Massroots.

13. Financial Projections:

Please see next page. This area is intentionally left blank.

Pg 35-38

Page(s) 4 have been redacted or withheld from public disclosure, as Crystal Hodgson the City's consulting Deputy City Attorney has determined that the information contained therein is exempt from disclosure under the following Government Code provision:

 Section 6254, subd. (c) (personnel, medical, or similar files, the disclosure of which would constitute an unwarranted invasion of privacy)

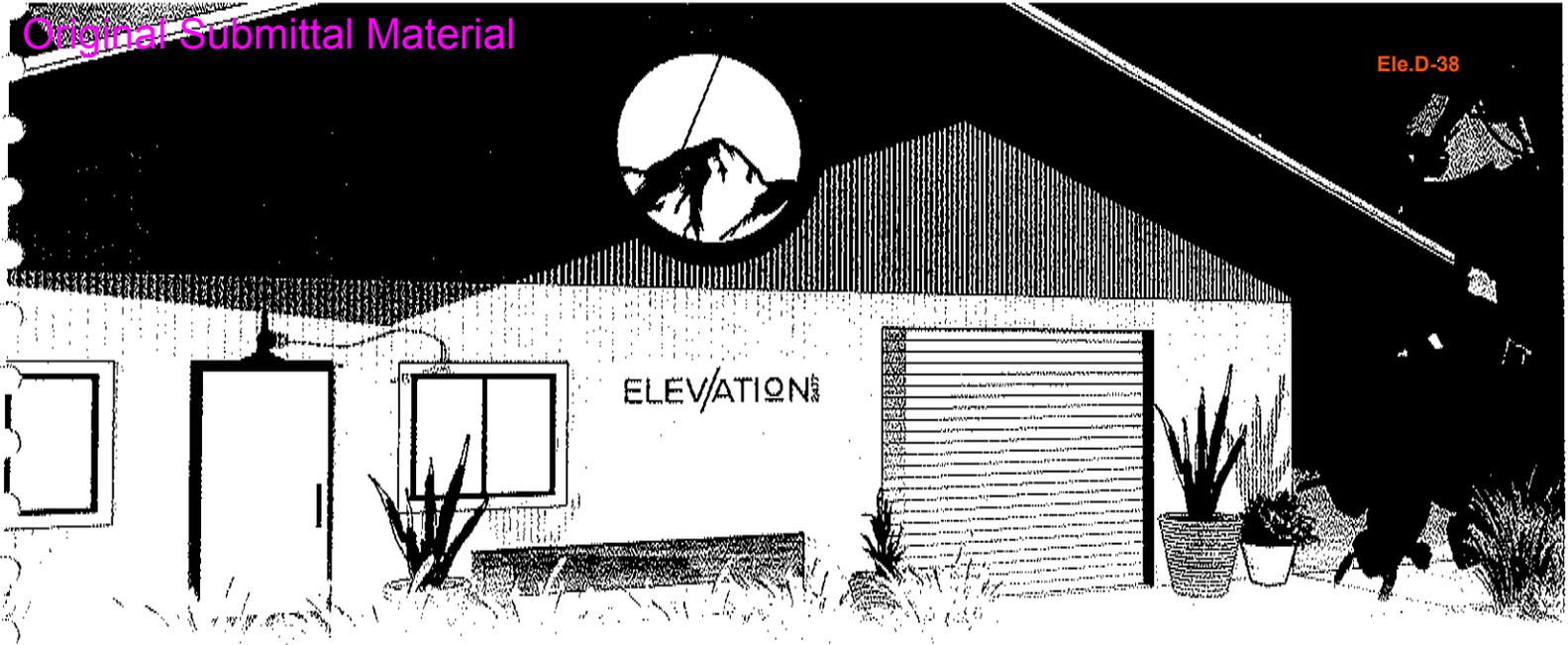
 Section 6254, subd. (f) (investigatory or security files compiled by a local agency for licensing purposes)

X Section 6254, subd. (n) (licensee's personal financial data)

 Section 6255, subd. (a) (personal contact information)

X Section 6255 – (General public interest exemption)

 Other: _____



PARKING PLAN

14. Parking Plan:

Elevation 2477' is committed to implementing a parking plan that is congruent with a smooth traffic flow in and out of our facility, including a strict parking monitoring program. Designated spaces will be clearly marked for dispensary use, directional signs will direct traffic to the appropriate parking areas. Our team will also establish lines of communication with neighboring businesses to ensure patients coming to the dispensary don't use neighboring businesses parking stalls.

Elevation 2477' will encourage patients to use alternative modes of transportation, such as biking and walking with discounts on non-cannabis products. Elevation 2477' will install 12-bike rack on the exterior of the facility. We are also researching the logistics of providing a once-a-month shuttle for patients in senior communities throughout Nevada County.

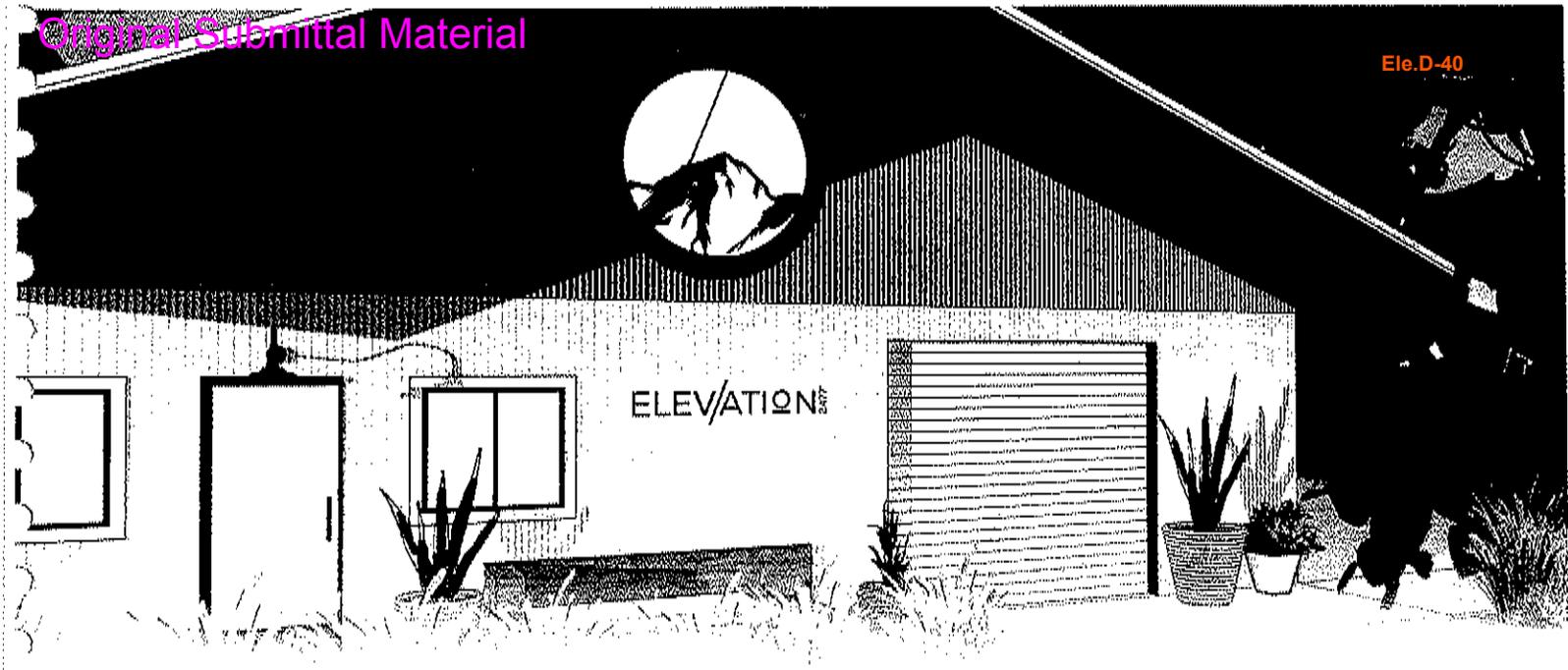
Currently, the city requires 8 parking spaces per 1000 square feet of retail space. While Elevation 2477' retail floor space will only be 495 square feet, the city parking ordinance still requires the same number of parking stalls for the rest of the office space attached to our facility, which totals 2250 square feet.

In 2002, the city approved an addition to the building that resulted in fewer parking stalls than are mandated by the ordinance. According to City Planner Amy Wolfson, the documents in the city's files seem to suggest the Architectural Review Committee's 2002 review supported having more landscaping over meeting the parking requirements.

As per Amy Wolfson's request, Elevation 2477' architectural firm has done extensive research into dispensary uses and parking requirements in other communities. Nevada City based, Sitrine Architecture researched satellite imagery of other small town dispensaries (Diamond Springs, Shingle Springs, Clearlake, San Andreas, and Cotati) ranging from approximately 1100 square feet to approximately 3280 square feet (and one in Santa Rosa of 11,600 square feet) and found that the average parking space-to-gross square footage is 3.4 per 1000 square feet. The Santa Rosa facility is only 2.4/1000 square feet. These ratios are less than half the retail requirement for Nevada City (8/1000 sq ft). There's a high turnover for parking spaces. The average dispensary patient spends an average of 20 minutes in the retail space. Elevation 2477' proposes allocating 6 parking spaces, which provides a gross parking ratio on the entire 2,250 square foot facility of 2.7:1000 square feet. However, 6 parking spaces for 495 square feet for the actual retail space makes the ratio an average of 12 parking spaces per 1000 square feet. This ratio is adequate and in alignment with other dispensary uses in communities of the same sizes. That leaves 3.25 parking spaces per 1000 square feet for the remainder of building.

Nevada City's parking ordinance does not draw any distinction between the parking demand of retail, light industrial, or office space. All of them use the same formula. This does not seem appropriate, as the demand on parking for retail is higher than that for professional offices and light industrial.

Neighboring municipalities' parking requirements also differ greatly from those of Nevada City. The City of Grass Valley and Nevada County both have parking requirements that assign far less parking demand for light industrial and professional than for retail, rendering several neighboring parcels in the 7 Hills Business District are out of compliance with the city's current parking requirements.



NEIGHBORHOOD COMPATIBILITY PLAN

Our retail space at 569 Searls Avenue is uniquely positioned. The facility is a well-lit, well-ventilated commercial building using light diffusion panels and windows, which prevent viewing into the facility with a single secure main entrance in the rear of the building and a secured back and employee entrance.

The exterior areas and surrounding public areas will be strictly managed by an exterior building security protocol that is included in our Safety and Security Plan, outlining measures and procedures that will provide additional safety to neighboring businesses and residences, including having security personnel walk the surrounding areas of the location before opening, during operating hours and after closing the facility.

To prevent access into the dispensary, there are limited points of access. The building has one main entrance, a secure loading bay/back entrance, and an independent entrance to the community room. All doors (whether interior or exterior) shall have electronic surveillance and sounding alarm equipment to deter and detect unauthorized intrusion and emergency exits.

Our signage is designed to be discreet, our logo and signage on the building will give no indication about the nature of our business, in keeping with the requirements of the statute while at the same time minimizing the presence of an attractive nuisance. Our signage will help limit attention and thus, the threat of crime.

The dispensary facility's aesthetic is ideal for anonymity and security purposes. In addition, Elevation 2477' will prevent views into the dispensary building by using light diffusion windows. These windows allow light to pass, but completely obscure everything behind the windows.

The main entrance area will be modestly marked. Warning signs on the main entrance door will advise all entrants that no firearms or dangerous weapons are allowed anywhere in the facility. The main entrance area will be equipped with panic buttons to alert authorities in the event of an emergency. Elevation 2477' will implement strict security measures to ensure that only the main entrance and secure loading bay is used for access to the premises.

The exterior of the building shall be equipped with an automatic electronic alarm, lighting, and video monitoring to detect unwanted and unauthorized intrusion. We will, through planned construction improvements and security equipment installation, ensure that the building, people and product inside are safe from unwanted or negligent harm, and that products are not observable from outside the facility. In addition, a security guard will conduct inspections around the perimeter of the facility every hour and neighboring businesses four times per day during hours of operations, and before opening and closing the dispensary to ensure safety and proper upkeep of all exterior and surrounding areas.

All exterior access doors (main as well as emergency exit) shall be well lit and equipped with door alarms. Real time recording video cameras (with remote viewing screens located in the security office) shall be situated thereabout to ensure visibility of persons accessing or attempting to access the premises. These perimeter and exterior security features, working independently or in concert, shall serve to limit the threat of crime or its success.

Nevada City Police Chief Tim Foley toured our facility on August 17 to help address security concerns. As a result, our landscaping plan will address identified blind spots, and remove them, to make the exterior of our facility as safe as possible for our neighbors, patients and employees. Chief Foley also provided advice on cash drop protocols, inventory controls and product safety, all of which has now been addressed in our Safety and Security plan.

a. **Odor Mitigation:**

Elevation 2477' desires to be a good neighbor and avoid nuisances of odor that may be generated by its operations. Its Odor Control Plan with its HVAC system will mitigate against such a nuisance. An HVAC system throughout that provides adequate ventilation and which includes the following features:

- Equipment for adequate control over air pressure, microorganisms, dust, humidity and temperature when appropriate for the manufacture, processing, packaging or holding of cannabis products.

- Filtration systems, including (when appropriate) prefilters and particulate matter air filters, on air supplies to production areas, with the intakes placed in areas of highest anticipated contaminant concentration.
- Exhaust and other systems adequate to control odor and contaminants, with a ventilation rate of at least 15cfm/occupant based on occupancy of 30 persons at any given time.
- In order to meet these odor mitigation goals, Elevation 2477' will install one CosaTron Model LC2000 mounted on the HVAC system and at least two CosaTron Model RV750's to be utilized in the occupied space. For efficient odor removal, the system will create an air recirculation rate of about 12-15 times per hour which equates to 4,500 – 5,625 CFM. The combination of the LC2000 system on the return of your 5 ton unit (2,000 CFM) and two RV750 systems (1,000 CFM each) will get us to the appropriate air change rate.
- Once odor control has been established, periodic testing shall be conducted to ensure that the odor control systems are operating to maintain the baseline. As the filters age, replacement will be required and will be conducted, as determined by the calibrated sensor on the test equipment.
- Testing will be done, in the absence of other standards, in accordance with Standardized Odor Measurement Practices for Air Quality Testing. Testing shall be done using a field Olfactometer, calibrated in accordance with ASTM E544-75 and AWMA odor control standards.
- Planned, scheduled monitoring on a daily walk-about visit around the exterior of the site, near the exhaust system.

b. Neighborhood Concerns:

The Elevation 2477' Team has met or delivered letters of intent to every business owner/manager and homeowner within a 300-foot radius to explain our plans, address concerns and extend our assurance that we are committed to being good neighbors.

The neighboring businesses and residents who were contacted expressed support for our business, and their concerns were immediately addressed:

- California Organics expressed concern about transients and the type of customer that would be attracted to the business. After explaining that a regulated cannabis business could only attract legitimate patients, the manager expressed relief and was encouraged by our description of our day-to-day operations.
- Riebe's Auto Parts was concerned that customers would be using their parking lot. However, we explained our plan to have the main entrance of the dispensary in the rear of the building where most of our parking spaces are located.
- Fit for Life, which holds a lease in the building where the facility will be located, expressed concern about being able to remain in that location as commercial real estate rental rates increase in the area as a result of cannabis businesses moving in. We discussed how the physical therapy center is synergistically aligned with the activities and programs of our dispensary, and assure the owner that the businesses' presence in our vicinity can help us achieve our idea of establishing a hub of alternative wellness in the area. We are currently exploring ways in which we can collaborate and offer some of the physical therapy services offered at Fit for Life to our patients.
- Nevada City Shoe Repair owner Frank Pfaffinger expressed he was not pro-cannabis but did not have a problem with a dispensary in the 7 Hills Business District as long as it was run as any other business. While Frank is in support of regulation to help solve the community problems he would rather see medical cannabis sold within a pharmacy.
- Elevation 2477' has posted a Letter of Intent in the Nevada City Chamber of Commerce website to address neighborhood concerns.

Many other businesses were encouraged by the news of our planned operation, expressing support for a business that could potentially attract new customers to the area:

- Miner Moe's Pizza
- Crystal Junction
- Jurnigan's
- Old Republic Brewery
- 49er Coin Laundry
- South Yuba Club



Elevation 2477' LLC
569 Searls Ave, Nevada City, 95959

Dear Neighbor,

The Nevada City Council recently approved ordinance 2017-06 authorizing the licensing of a medical cannabis dispensaries within the city limits.

Elevation 2477' currently holds a lease at 569 Searls Avenue, which is within 300 feet of your residence or business and which falls within the city's dispensary ordinance zoning requirement. It is our intent to begin the application process to obtain a medical cannabis dispensary license for this location and we would like to mitigate any concerns you may have regarding our business.

For us, a dispensary is as much about touching the lives of patients who seek palliative and alternative care through medical cannabis, as it is about establishing a sophisticated outlet for products of the highest quality and reputation in a region where there is none. We are in the business of creating a community space for cannabis education that empowers people to make choices about what brings them relief and wellness. For us, is an endeavor steeped in respect for the medicine and hope for the patients.

It is our belief that medical cannabis dispensaries can provide safe access to qualified patients who are seeking alternative methods of healing, while keeping cannabis off the streets and in the hands of youth. We believe our security plan can improve public safety issues in the area. We are Nevada County locals wanting to do business in the area with the community's best interest at heart.

As previous dispensary owners, we believe we can address any concerns you may have regarding how dispensaries are operated. We would like to be of service through this transition and provide as much information to help you understand the process.

Please don't hesitate to contact us:

- Daniel Batchelor, [REDACTED]
- Jonathan Hogander, [REDACTED]
- Christina Rosemarin, [REDACTED]

Thank you for the opportunity to be good neighbors,

Sincerely,
The Team at Elevation 2477'

Vicinity Map:

569 Searls-Map 2

1000' Transportation Buffer



300' Business Buffer



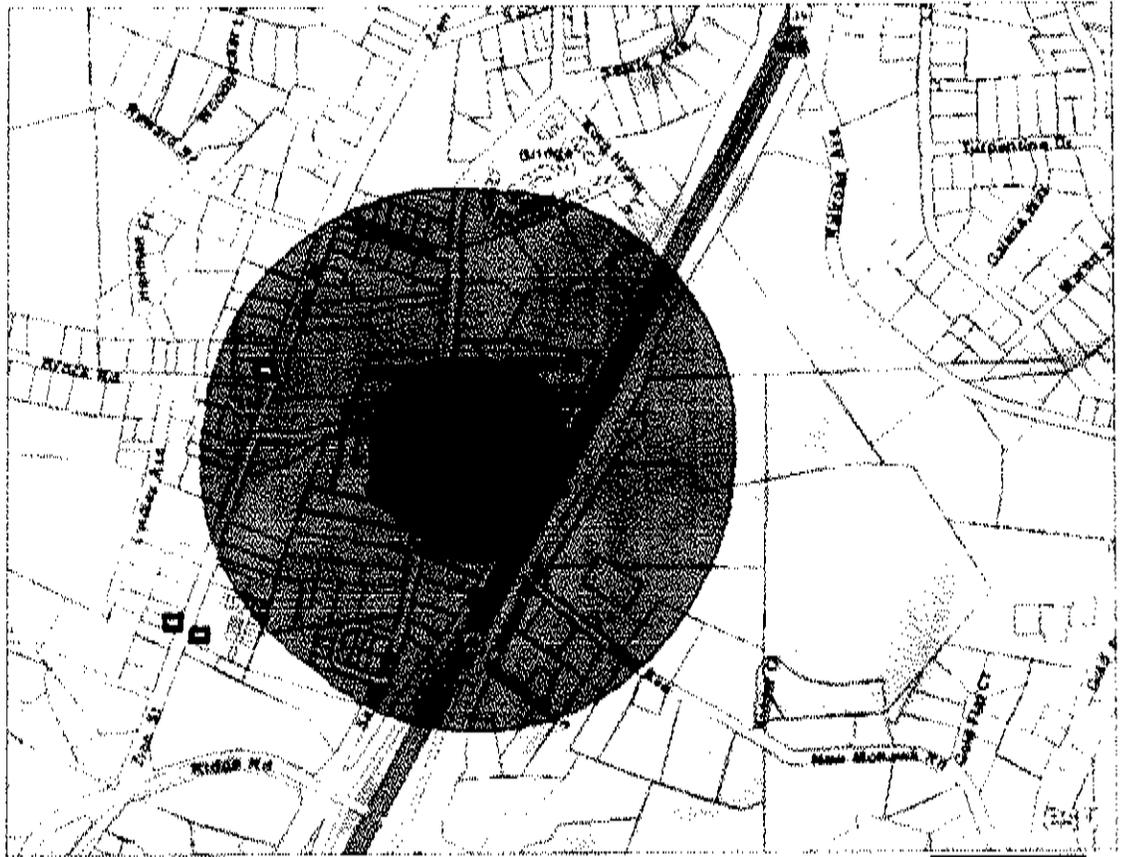
Parcels within 300'

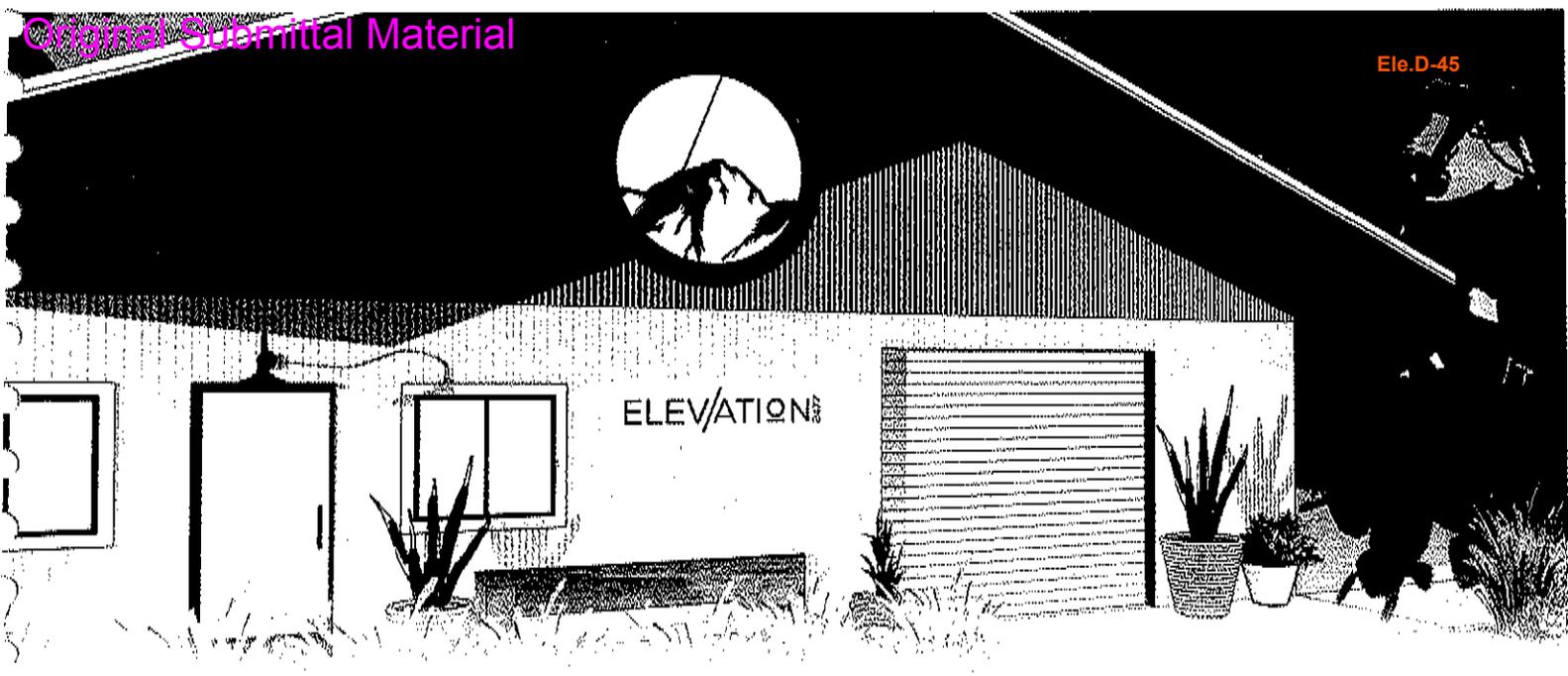


Subject Parcel - 569 Searls



Nevada County Parcels





SECURITY PLAN

PURPOSE AND APPLICABLE REGULATIONS

Last Policy Update: 22 Aug 2017

Purpose. The purpose of the Security Plan is to ensure that robust security measures are implemented and maintained at the facility and during operations in order to ensure the safety and security of employees, patients, and all licensee inventory. The Security Plan is intended to prevent theft at the facility, including robberies, burglaries, loitering and shoplifting. The below comprehensive security plan will address security measures during operational hours, after hours, surveillance system layout, alarm system, product security during storage, secure handling of all cash, interior access control, employee specific policies and training, track-and-trace software and POS/inventory control system designed for the cannabis industry.

Facility General Description. Elevation 2477' is located at 569 Searls Avenue Nevada City CA. Hours of operation will be 8 am -8 pm seven days a week. The facility consists of seven main rooms: Lobby, Receptionist Area, Dispensary Floor, Manager's Office, Safe Room, Receiving Room and Community Room. The facility main entrance to the building is strategically located in the rear of the building where ample parking is available and will not hinder neighboring businesses. To prevent access into the dispensary, there are limited points of access. The building has one main entrance, a secure loading bay/back entrance and exits used for emergency exit only, and an entrance to the community room. These doors shall remain locked at all times except for authorized access. All doors (whether interior or exterior) shall have electronic surveillance and sounding alarm equipment to deter and detect unauthorized intrusion and emergency exits. There will be ample lighting surrounding the facility and parking area along with properly maintained landscaping to allow to deter individuals from consuming cannabis on the premise in addition to providing easy visual for patrolling security personnel and law enforcement.



Scale: 1/8" = 1'-0"

ELEVATION 2477' SECURITY PLAN

Nevada City Police Chief Tim Foley performed a walk through on August 17th and he saw no major issues with the proposed facility layout. His suggestions have been incorporated into our general security plan.

Applicable Regulations. Licensee will monitor applicable local and state cannabis regulations and guidance, and at a minimum will ensure compliance for Nevada City Ordinance 2017-06 and SB-94.

POLICY AND PROCEDURES

4.1 Physical Security Measures.

4.1.1. **External Door Security.** Every external door of the facility is equipped [REDACTED]. Each external door will be [REDACTED]. All metal security doors will have [REDACTED]. All glass security doors will have [REDACTED]. If practicable, external doors will also have [REDACTED]. All keys will remain in the possession of the [REDACTED] licensee representative [REDACTED]. Licensee will maintain a master list of all keys issued to authorized personnel, along with permitted access information.

4.1.2. **External Window Security.** All external facility windows will be secured either [REDACTED] (placed internally) [REDACTED] alarm system. If a window [REDACTED].

4.1.3. **Secure Lobby.** All visitors to the facility will enter directly into the secure lobby, which is separated from the rest of the facility by an internal security door with an electronic strike lock. The lobby will be supervised at all times by front desk personnel. Front desk personnel will control all access to the facility by operation of the electronic strike lock. The front desk personnel will reside behind a bank teller window thus creating the lobby as a secure screening area.

4.1.4. **Internal Doors.** Beyond the secure lobby, all restricted access areas are separated from the dispensing area [REDACTED]. [REDACTED] possession of the [REDACTED] licensee representative [REDACTED].

4.1.5. **Rear Rollup Door.** Rear rollup door will [REDACTED]. [REDACTED].

4.2 Facility Access Control

4.2.1. **Key Control.** At any time when the facility is not operating, all entrances to and exits from the premises will be securely locked and any keys or key codes to the facility will remain the possession of licensee, licensee representatives, or authorized personnel. During operating hours, all employees are responsible for securing keys, access control cards, and security codes at all times. Licensee will maintain a master set of all facility keys and will maintain a master list of all issued keys and the location of any extra keysets kept on premises (e.g., keys to loan to contractors during work, etc.).

4.2.2. **Limited Access Areas.** All access areas past the lobby will [REDACTED]

The lobby to the dispensary showroom will have [REDACTED]. Access to any room beyond the Lobby will controlled [REDACTED]. See Attachment A of Facility Security Layout. Limited Access Areas will have proper signage stating "Access Area Limited to Authorized Personnel Only".

4.2.3. **Visitor Access.** Vendors and contractors will not be given any access codes to any code-operated doors at the facility, and instead will only be given escorted access within the facility by a manager or employee. With regard to licensee contractors, depending on the nature of the work to be performed, a manager may check out a facility key to a contractor – but only during the period of work, and all keys must be returned and checked back in prior to any contractor leaving the facility, even if the exit is temporary (e.g., lunch breaks, etc.).

4.2.4. **Daily Employee and Visitor Log.** Licensee will maintain a daily log of all employees, city officials, contractors, and licensed representatives who perform work on the licensed premises. First and last name; date of birth; date and time; and purpose of visit will be recorded in addition to any other information required to be recorded based on the type of visitor.

4.2.5. **Identifying Badges/Clothing.** Licensee will require that all employees, contractors, and licensee representatives must wear a badge issued by the licensee that easily identifies the individual as an employee, visitor, contractor, or licensee representative. All employees will be issued permanent identification. The identification badge shall include company name Elevation 2477' along with assigned license number, employees first and last name, along with a 2X2" color photograph of the employee that shows the full front of the employee's face. Licensee will maintain a sufficient set of visitor identification badges on hand in order to provide to all contractors or other visitors for use while on the premises.

4.2.6 **Consumer Sales Area.** Other than the lobby, the only area where patients are permitted will be the designated sales area [REDACTED]. All other areas of the facility will be designated and appropriately marked as limited access areas and separated from the consumer sales area with secure locking doors. The licensee will not allow more consumers into the consumer sales area than can be effectively monitored and assisted by the budtenders currently on duty. A 2:1 ratio of patients to budtenders will be a rule of thumb to prevent overcrowding of the dispensary floor.

4.3 **After-Hours Security Measures.**

4.3.1. The Security Alarm System will be activated at all times when the premises are closed for business. All entrances to and exits from the premises are securely locked and any keys or key codes to the enclosed area remain in the possession of the license, licensee representative, or authorized personnel. All cannabis items on the premises will be kept [REDACTED] and meets the regulations set forth, located in a locked, enclosed area of the facility that is secured with a door that contains [REDACTED]

4.3.2. **Facility Locking Plan.** At the end of operations, and after all required closing activities have taken place, the Manager-on-Duty (MOD) will accomplish the following protocol to ensure that all entrances and exits are locked when the business is not operating.

- [REDACTED]
- MOD will re [REDACTED]
- MOD will e [REDACTED]
- MOD will lock a [REDACTED]

4.5.3. **Pre-weighing.** This room will be equipped with scales and packaging equipment for packing pre-weighed products. This will help with inventory control and allow for smooth checkout transactions.

4.5.4. **Transporting Cash.** [REDACTED] Cash will be [REDACTED]. Smaller and more frequent deposits will be made to the bank to decrease the risk of major financial loss and also maintain better credibility with the banking institution. As facilitated by the transport service, cash pick-ups will be [REDACTED] minimize risk of theft. Transport Service Personnel will be required to present identification – with required information recorded in the facility's logs – and will be escorted by authorized personnel while on-site.

4.6 Security Alarm System

4.6.1. Motion Detection.

4.6.2. Door and Window Contacts

4.6.3. **Notifications.** The alarm system will be programmed to notify a security company that will notify licensee, licensee representative, or authorized personnel in the event of a breach, or, if unavailable, law enforcement.

4.6.4. **Panic Buttons.** Licensee will ensure that there are at least [REDACTED] "panic buttons" located [REDACTED] times that are linked with the alarm system and will immediately notify a security company or law enforcement upon activation.

4.7 **Video Surveillance System.** The facility has a fully operational video surveillance system that will be activated 24 hours a day. Licensee will maintain the following system functionality and operation:

4.7.1. **Motion Detection.** All surveillance cameras are equipped with motion detection that will trigger recording of all movement and activity within covered areas.

4.7.2. **Viewing Monitors.** The facility is equipped with three viewing monitors for the video surveillance system. [REDACTED]

4.7.3. **Image Printer.** The surveillance system is connected to a color printer that can reproduce still photos from recorded camera images.

4.7.4. **Digital Archiving and Format.** All surveillance recordings will be kept for a minimum of [REDACTED] days, can be easily accessed for viewing by the Police Department and State authority upon request, and reproduction and that ensures authentication of all recordings as legitimately captured and guarantees that no alteration of the recorded image has taken place. Date and Time will be embedded on all surveillance recordings without significantly obscuring the picture. Surveillance recordings will be kept for periods [REDACTED] days upon request and recordings will be made available immediately upon request.

4.7.5. **Off-site Accessibility.** Security surveillance footage will be remotely accessible by the authorized Nevada City Authorities. In addition remote and real time, live access to the video footage will be provided to the city.

4.7.6. **Off-Site Recording Backup.** All required video surveillance recordings will be backed up offsite, the offsite storage will be secure, and backup recordings will be easily accessible for viewing and reproduction for a minimum of [REDACTED]

4.7.7. **Battery Backup.** The surveillance system will be equipped with a battery backup in the event of a power outage.

4.7.8. **Secure Location for Surveillance Equipment and Recordings.** All video surveillance system equipment, on-site storage components, video recordings and other archived records are located [REDACTED] with appropriate mandated signage. Entrance to the space will be secured with a commercial grade lock, will remain locked whenever the space is not being used, and will be accessible only by key or electronic keying system. The space will only be accessible by the licensee, licensee representatives or authorized personnel, state or local law enforcement for a law enforcement purpose, and service personnel or contractors.

1. **Authorized Access List.** Licensee will keep a current list of all authorized employees and service personnel who have access to the surveillance system room.
2. **Maintenance Activity Log.** Licensee will keep a surveillance equipment maintenance activity log at the facility to record all service activity, including the identity of any individual performing the service, the service date and time, and the reason for service to the surveillance system.

4.7.9. **Camera Resolution and Image Capture.** All cameras connected to the surveillance system will record at a resolution of 1080P. The system has the capability to produce a still photograph from any recorded camera image.

4.7.10. **Day and Night Recording.** All cameras will be capable of recording in any lighting condition and will be equipped with technology substantially similar to ICR (Infrared Cut-filter Removable), which can deliver full color video during the day and black & white video when illumination drops below a certain level.

4.7.11. **Camera Coverage and Placement.** Surveillance system cameras are placed [REDACTED] and all points of entry to [REDACTED] the facility. Cameras are placed so that they can capture clear and certain images of any individual and activity occurring within 20 feet both inside and outside of all points of entry to and exit from the facility, and anywhere within secure or limited access areas of the facility. In addition third party security cameras will be placed around the entire perimeter of the facility to capture any activity occurring in the parking lot.

4.7.12. **Surveillance System Inspections.** The licensee's authorized personnel will perform the following routine inspections of the Video Surveillance System to ensure proper function.

1. [REDACTED] Perform a visual inspection of the facility for business, the person responsible for [REDACTED] the [REDACTED] as well as [REDACTED]. The person [REDACTED] daily review all camera feeds on the viewing monitor to ensure that all cameras are properly functioning.

2. **Monthly Inspection.** At least once a month, or as indicated by Nevada City guidance, licensee or authorized personnel will ensure that all camera viewing angles have not been altered. If any changes are noted, the licensee will be notified. Surveillance recordings will also be reviewed to ensure that at least 30 days of footage is accessible. Surveillance system notifications will be tested by disconnecting at least one individual camera to confirm that a failure notification is sent to designated personnel. The surveillance system battery backup will also be tested by allowing the system to operate solely on battery power and ensuring that the system maintains functionality for at least 60 minutes. If possible, the battery test will be conducted outside of facility operating hours. Panic buttons will be tested, with the alarm company being notified in advance to avoid accidental law enforcement notification.

4.8 **Network Security.** Licensee will take measures to ensure patient privacy, to protect sensitive records, and to minimize the possibility of unauthorized system access at the facility. Licensee will ensure that all computer workstations, other than the separate surveillance monitoring stations, will be connected to a network that complies with all State of California and Nevada City requirements – including, at a minimum, the following:

4.8.1. **Engagement with IT Vendors and Service Providers.** Licensee will engage with qualified software and IT hardware vendors to implement a network infrastructure that meets exceeds requirements and will also establish appropriate vendor support relationships to ensure that any functionality issues that may arise during operations are able to be addressed in an expedient manner, and that the system is able to be appropriately upgraded over time in response to any future requirements.

4.8.2. **Documentation of Implemented Measures.** As licensee establishes network functionality at the facility, all appropriate specifications, functionalities, and associated maintenance or monitoring requirements will be incorporated into this policy to ensure that measures are maintained and that information is able to be readily provided upon regulator request.

4.8.3. **Secure Record Storage and Backup.** Licensee will keep all video recordings and archived required records not stored electronically in a locked storage area. During hours when the facility is open, licensee may keep current records in a locked cupboard or desk outside the locked storage area, provided that the records are transferred back to the locked storage area at the close of operations each day. All electronic records will be backed up both on-site, in short-term storage, and off-site, in long-term backup storage. On-site back-ups will be updated daily to a secure server that is located in a locked storage area – as required by Nevada City and the State of California – that is accessible only to licensee, licensee representatives, authorized personnel, designated Nevada City officials and State of California regulators. Off-site backup will be managed by a third party data storage provider.

4.8.4. **System Controls.** Only authorized personnel who are trained and understand licensee's records management procedures will have access to the secure records storage on the facility network. Personnel will be prohibited from sharing log-in codes. Workstation software will be configured with security measures including: password lockouts, login timeouts, use of strong passwords, periodic required password changes, and ability for administrators to disable users.

4.9 **Security Personnel.** A uniformed licensed security personnel shall open and close the facility with an employee at all time. The Security Personnel may serve as a receptionist during slow hours of operation and/or during lunch/break periods for the receptionist.

4.9.1. **Security Personnel Selection.** Security Personnel will be licensed the State of California Bureau of Security and Investigative Services and shall be approved by Nevada City Officials before commencing work.

Preference for local, Nevada City based, security personnel.

4.9.2. **Loitering Policy.** Patients will only be allowed to congregate in the dispensary facility while engaging in an activity directly relating to operations of the cannabis dispensary. The parking lot will be monitored from security cameras and a security personnel will do an hourly patrol of the premise to ensure no loitering is occurring. If individuals are found loitering they will be asked to leave the premise and if resistance occurs the authorities will be notified.

4.9.3. **Illegal Activity.** In the event any illegal activity occurs at the facility the Security Personnel's top priority is to ensure safety of the patients and staff and will not engage in any physical altercations with the individual causing a nuisance and will notify the Manager on Duty and Police Department.

4.9.4. **Police Response.** In the event that the Police Department is called and must come on site the Security Personnel or Manager on Duty will meet the Police Officer at a predetermined location outside of the facility to explain the situation to the responding Office.

4.9.5. **Designated Security Representative.** The dispensary shall designate a liaison to the City of Nevada City to meet with the City regarding any security related measures or operational issues. This individual shall conduct security and emergency preparedness staff training by developing, scheduling and/or facilitating training for employees in order to ensure that all employees meet and exceed all applicable building security requirements.

#55-57

Page(s) 3 have been redacted or withheld from public disclosure, as Crystal Hodgson the City's consulting Deputy City Attorney has determined that the information contained therein is exempt from disclosure under the following Government Code provision:

_____ Section 6254, subd. (c) (personnel, medical, or similar files, the disclosure of which would constitute an unwarranted invasion of privacy)

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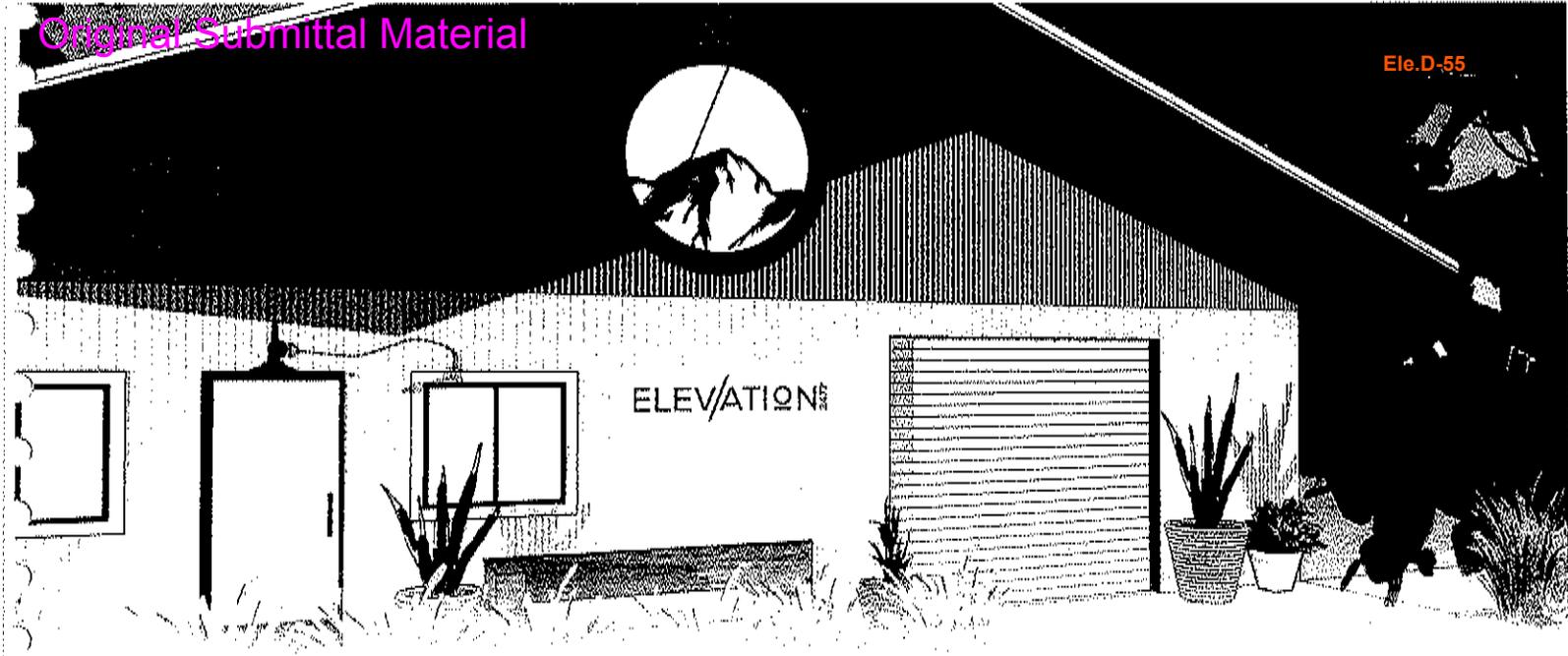
_____ Section 6254, subd. (n) (licensee's personal financial data)

_____ Section 6255, subd. (a) (personal contact information)

~~_____~~ Section 6255 – (General public interest exemption)

_____ Other: _____

Security info.



TRANSPORTATION OF PRODUCT POLICY

Purpose. The purpose of this policy is to ensure that all marijuana products that are transported by licensee or delivered to the licensee's retail facility are transported and received in a safe and secure manner in compliance.

POLICY AND PROCEDURES

Delivery Personnel Check-In and Escort. Delivery personnel will check in at the front desk, where photo identification will be validated and photocopied for records, and the delivery personnel will be signed into the Visitor Log. Once identification has been validated, the manager-on-duty or other authorized licensee representative will escort delivery personnel from the lobby to the secure intake area, which will be a secure limited access area that is separate from the consumer sales area.

Transfers only accepted from Medical Licensees. Licensee will only accept deliveries of marijuana items to the facilities that have originated from another medical licensee or authorized representative of a medical licensee.

Transport Manifest Required. Prior to accepting any delivery of marijuana items, licensee must obtain a copy of the transport manifest that describes all inventory that will be received by licensee at the facility.

Confirming Transport Manifest Contents. Upon receipt of inventory, licensee will ensure that the marijuana received is as described in the transport manifest. In order to be valid and accepted, the transport manifest must have been generated through Track-and-Trace and must contain the following information:

1. The name, contact information of a licensee representative, licensed premises address, and license number of the licensee transporting the marijuana items.
2. The name, contact information of the licensee representative, licensed premises address, and license number of the licensee receiving the delivery.
3. Product name and quantities (by weight or unit) of each marijuana item contained in each transport, along with the UIDs for every items.
4. The date of transport and approximate time of departure.
Arrival date and estimated time of arrival.
6. Delivery vehicle make, model, and license plate number.
7. Name and signature of the licensee's representative accompanying the transport.

Incomplete or Missing Transport Manifest. If licensee determines that a transport manifest is missing any required information, or the deliverer cannot produce a transport manifest, licensee will not accept the delivery of any marijuana items and will escort the deliverer out of the facility.

Reporting of Discrepancies in Transport Manifest. If licensee identifies any differences between the quantity of marijuana items specified in the transport manifest and the quantities actually received, licensee will document such discrepancies in Track-and-Trace and also in any relevant business records.

General Transportation Requirements. Any transportation activities by licensee will also be in compliance with the following requirements:

1. All marijuana items will be packaged in shipping containers and labeled in accordance with regulations prior to transport.

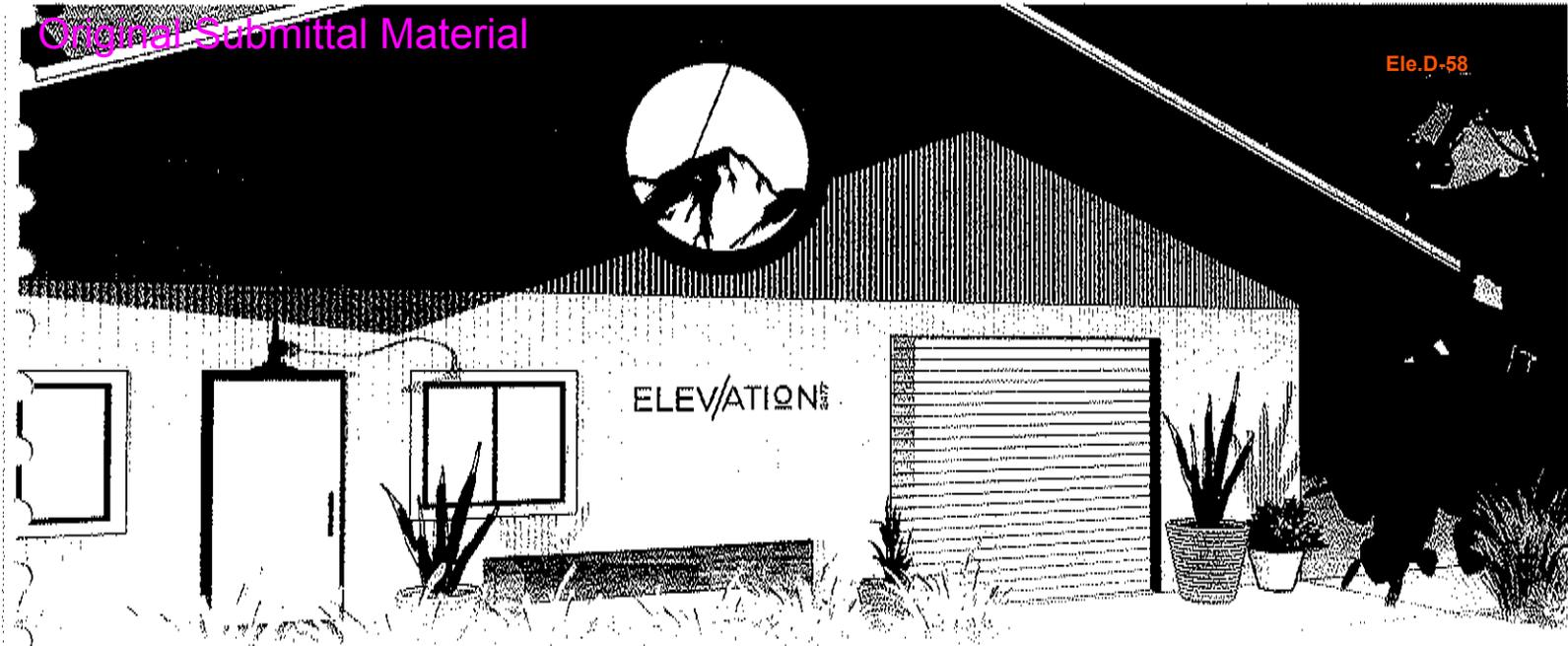
2. A copy of the transport manifest will be provided to each licensed premises receiving the inventory described in the transport manifest.
3. If requested by law enforcement, a copy of the transport manifest will be provided.
4. If a vehicle transporting marijuana items is involved in any accident that involves product loss, the commission will be contacted immediately, or as soon as possible under the circumstances.
5. Upon receipt of inventory, licensee will ensure that the marijuana items received are as described in the transport manifest.
6. Licensee will separately document any differences between the quantity specified in the transport manifest and the quantities received. Such documentation shall be made in Track-and-Trace and in any relevant business records.
7. Licensee will provide temperature control for perishable marijuana items during transport.
8. When transporting, licensee will travel directly to the receiving licensee and not make any unnecessary stops in between except to other licensed premises receiving inventory.
9. All personnel transporting products will have a valid California driver's license

Secured Delivery Dock and Intake Room. Procedures will include the following:

1. [REDACTED]
2. [REDACTED]
3. [REDACTED]
4. [REDACTED]
5. [REDACTED]

For Deliveries: Steps 1-5 still occur and additionally:

6. All individual orders will be assigned a unique asset tracking GPS unit
7. The delivery vehicle will have a fleet tracking GPS unit attached to the vehicle
8. The delivery vehicle will have a CCTV system that will record at all times the vehicle is outside the dispensary Loading Bay.
9. The dispensary center's AIC or his/her designee and at least one of the employees that will be transporting the cannabis products or samples will check all shipments and manifests for accuracy.
10. Transport agent will collect a signed manifest for all deliveries. MOD will confirm that all cannabis products or cannabis samples were delivered and the seal was unbroken at the time of delivery.
11. [REDACTED]
12. Each transport agent will have access to a secure form of communication with personnel at the dispensary center and the ability to contact law enforcement through the 911 emergency system at all times the motor vehicle contains cannabis. These phones will be company issued and dedicated to the transport team.



RECORD KEEPING POLICY

Purpose. The purpose of this policy is to ensure that Elevation 2477' maintains all appropriate and required records in connection with licensed operations at the facility.

POLICY AND PROCEDURES

Records Storage. Elevation 2477' shall maintain a record of all persons, patients, collectives and primary caregivers served by the medical cannabis dispensary, for a period of no less than four years.

Daily Visitor Log. Elevation 2477' will keep a daily log of all employees, contractors, and license representatives who perform work on the licensed premises. The daily log will include at a minimum first and last name, date of birth, and date of visit.

Changes to Policies and Procedures. If Elevation 2477' makes updates or changes to any policy or procedure in the operating plan, Elevation 2477' will keep a record of the previous policy, and mark the new policy with the date of amendment.

Employee Training Records. Elevation 2477' will keep complete records of all signed employee affirmations of training received.

Required Permits and Licenses. Elevation 2477' will ensure that copies of any permits or licenses required by regulators will be maintained on the premises so that they are available for presentation to and inspection by a visiting regulator or inspector. Elevation 2477' will post or display such permits and licenses, if required by an applicable rule or regulation, and in the manner required by such rule or regulation.

Daily Track and Trace reconciliation. Elevation 2477' will utilize track-and-trace for all inventory tracking activities at the facility. Elevation 2477' will ensure that all on-premises and in-transit (if applicable) marijuana item inventories are reconciled at the close of each business day. Elevation 2477' will maintain a physical log to be used to record required information during any period when track-and-trace is down or inaccessible, and will transfer the information from the log into track-and-trace once access is restored.

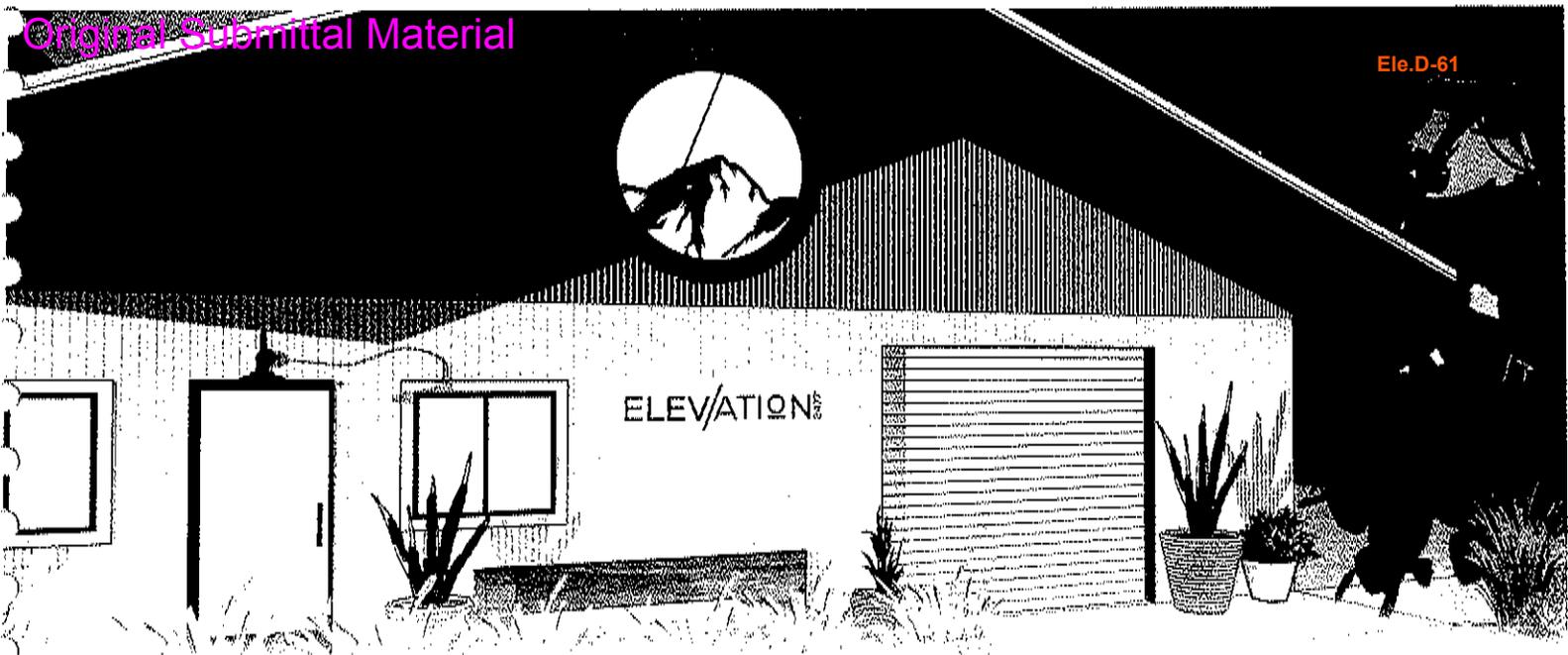
Inventory Acquired Records. Records shall be maintained for any inventory acquired, including name, address, date of acquisition and quantity of inventory acquired from each supplier. Additionally the location of the cultivation and state license to cultivate (if required) will be recorded.

Financial and Business Records. The following records will be kept and maintained for a period of at least four years and will be stored in a manner that allows for inspection if requested by the state and local regulators within 48 hours of the request:

1. Purchase invoices and supporting documents for items and services purchased for use in the testing and sale of marijuana items, including from whom the items were purchased and the date of purchase.
2. Bank statements for any accounts relating to the licensed business.
3. c. Accounting and tax records related to the licensed business.
4. Documentation of all financial transactions related to the licensed business, including contracts and agreements for services performed or received that relate to the licensed business.
5. All employee records, including training.

Conversion of Physical Records. Wherever possible, Elevation 2477' will convert any physical records or documentation received into electronic format for secure storage. Records received throughout operating hours will be scanned and saved electronically in accordance with a standardized naming and organization convention, prior to the close of each business day – or, if necessary, as soon as possible the next morning. Original physical copies will be stored in a secure and locking file cabinet or in one of the facility safes outside of operating hours. During normal operating hours, any records that must be accessible for operations may be kept outside of locked storage – so long as only accessible by authorized personnel.

Secure Storage of Electronic Records. All electronic records will be maintained on an encrypted computer and with a network accessible only with a password. All electronic records will be regularly backed up to secure offsite or cloud-based storage.



EMPLOYEE QUALIFICATIONS AND TRAINING

Purpose. The purpose of this policy is to ensure that licensee's employee screening process is aligned with the Nevada City and State of California requirements for marijuana handlers at medical retail facilities and also to ensure that employees receive sufficient training in their roles and responsibilities so that employee are able to support compliant facility operations.

POLICY AND PROCEDURES

Training Upon Hire. All new employees will be trained on their specific responsibilities and all generally applicable responsibilities, including relevant requirements of the local and State regulations. Employees will be required to shadow a more experienced employee until employee is able to demonstrate the ability to perform all required tasks independently. As a part of the employee orientation process, and as an ongoing regimen, all employees will be provided with a copy of the Employee Handbook, the Security Plan, as well as security and safety training. Security and safety training shall consist of examination and discussion of the Security Plan, premises orientation, emergency training, and situational training and drills. Situational training consists of instruction related to particular employees' job duties.

Initial employee safety and security training shall include:

1. Building orientation and access authority which shall include:

- i. The proper use of employee's access badge for entry into the premises and main building entrance;
- ii. The proper use of employee's access badge for entry into employee's authorized access areas;
- iii. The proper use of employee's agent card;
- iv. Employee's authorized entry and exit points;
- v. Employee's locker; and
- vi. Restroom and sink facilities.
- vii. Review of police and fire contact numbers
- viii. Review of fire safety procedures
- ix. Code of conduct or SOP for dealing with trouble patients
- x. Procedure for handling anyone who may loiter

2. Measures and controls for the prevention of diversion, theft or loss of cannabis and cannabis products which shall include:

- i. Necessity of keeping all facility doors locked and secure at all times
- ii. Prohibited activities such as entrance into unauthorized access areas
- iii. Awareness of video monitoring
- iv. Inventory control system training for the tracking of all product-related activities and information
- v. Requirement to report any unusual activity, security concern, or loitering

3. Procedures and instructions for responding to an emergency that will include:

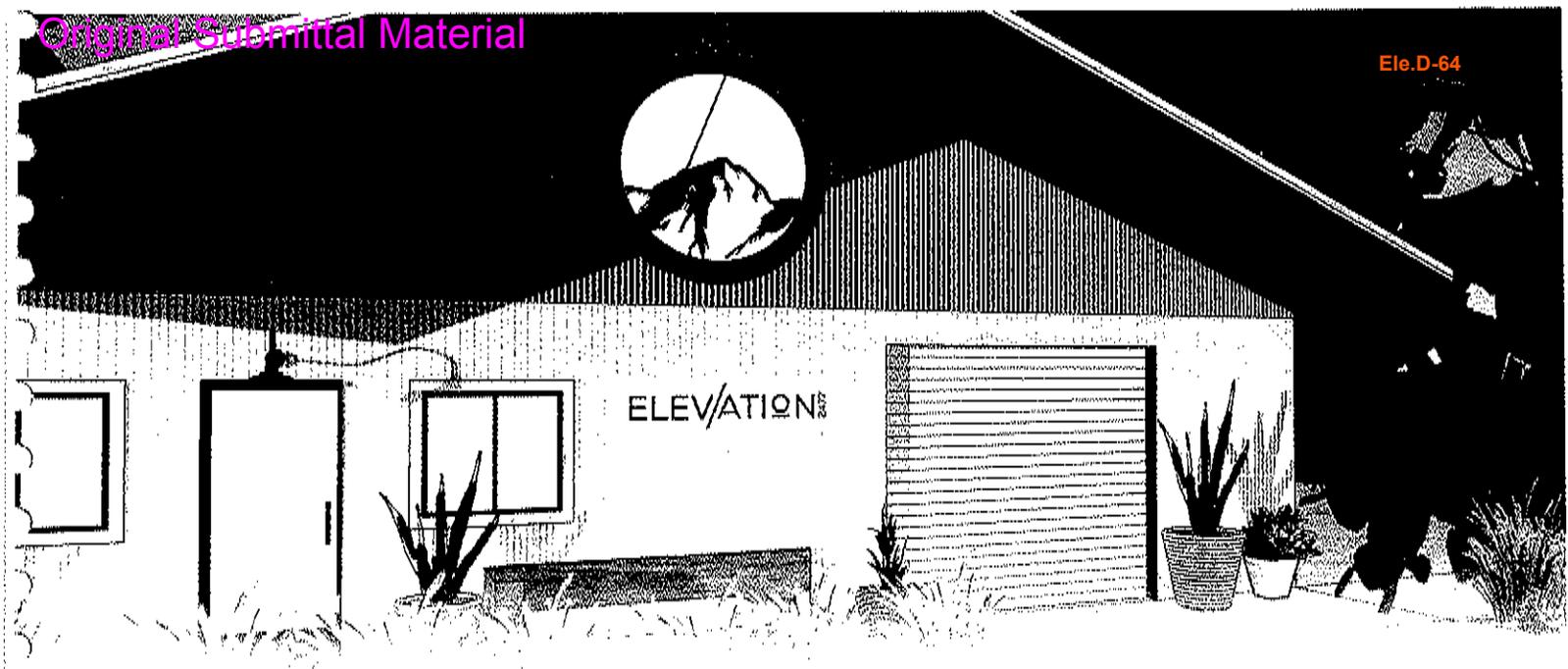
- i. Accident prevention training
- ii. How to respond to an emergency
- iii. Emergency service provider location
- iv. Emergency service contact information
- v. Emergency first aid kit locations
- vi. Emergency exits and panic button locations

Policy Review and Affirmation. Employees will be provided with either a physical or digital copy of all facility policies and relevant operating procedures – upon hire or during the initial training process as appropriate – and will be required to read all policies and procedures and sign an affirmation that the employee has reviewed and understands all policies and procedures. All employee affirmations will be kept in licensee business records. Employees will be required to re-review policies and procedures any time there is a material change to such policy or procedure, and will also be required to re-review policies and procedures at intervals determined by the nature of the policy (i.e., quarterly, annually, etc.).

Age and Criminal History. All employees must be 21 years of age or older at the time of hire, which will be verified by licensee prior to hire. Additionally, employees will be required to verify that they have not been convicted of a felony.

Employee Identification. While on duty and at the facility, employees will be required to have on their person at all times: valid photo identification, and licensee-issued clothing or badge that easily identifies the individual as an employee of licensee.

No Intoxication on Duty. Licensee will not permit any employee, licensee representative, or authorized personnel to be under the influence of intoxicants. No cannabis consumption is allowed onsite or on the premise even if the employee has a medical marijuana card.



SAFETY PLAN

Fire Suppression:

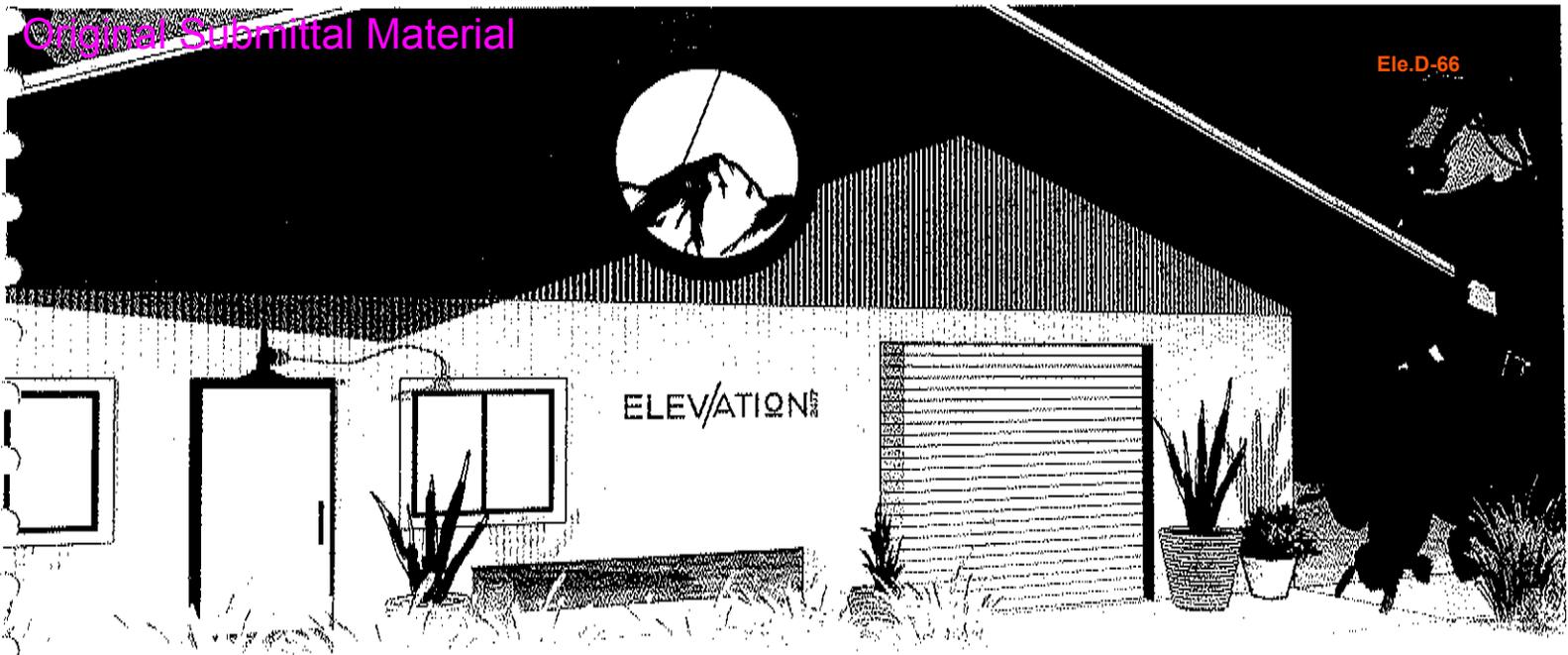
- Going Beyond Code Requirements: Building is equipped with sprinklers both internally and externally. In addition, smoking is prohibited on premises.
- Ensuring Electrical Safety: All electrical work will be performed by a local licensed electrician and permitted by the city according to all applicable building and local fire codes.
- Good Housekeeping and Site Maintenance: Maintenance contractor will provide a monthly report of all maintenance work on premises and forecast any potential issues with the infrastructure of the facility.
- Adequate Complying with State and Local Fire Codes: An initial walk through is scheduled with Fire Marshal for August 31.
- Effective Emergency Response Plans: Procedures and instructions for responding to an emergency that will include:
 - i. Accident prevention training
 - ii. How to respond to an emergency
 - iii. Fire Safety Training and Drills
 - iv. Emergency service provider location
 - v. Emergency service contact information
 - vi. Emergency first aid kit locations
 - vii. Emergency exits and panic button location
- Fire Protection Checklist: MOD will perform a monthly Fire Protection inspection
- Flammable and Combustible Material Checklist: No flammable or combustible chemicals will be kept on premises.
- Evaluation of Independent Fire Consultant: A once a year detailed inspection of the facility to identify any potential fire risks.

Fire Prevention:

Fire extinguishers are properly located and maintained throughout the building. No hazardous materials are located onsite. A fire exit plan will be in place in the event a fire occurs in the facility. Adequately lit exit signs are located both in the front and rear of the building. Additionally panic exit bars will be located on each exit door. All rooms will be equipped with smoke and carbon monoxide detectors. The HVAC is new and will provide adequate airflow and comfort to the patients.

Alarm System:

Professionally installed alarm system. A quote for Beam Easy Living Center in Appendix. Additionally a full layout of the Alarm System is provided in the Security Layout drawing includes 7 motion detectors, alarm contacts on external doors and product safe room which will directly contact manager and owners upon opening via a phone app along with window contacts on all external windows.



COMMUNITY BENEFITS

Elevation 2477' is proud of being a community centric enterprise. Since patient care and positive impact is at the ethos of our organization, we place priority on community engagement and benefit. The success of our business is reliant on the community we serve and patients we are able to attract.

As part of our commitment to being contributing citizens, we have identified a broad cross-section of community-based organizations we would like to partner with in our philanthropic efforts. This type of outreach establishes legitimacy and trust within the community.

Our values and principles will serve the neighborhood, and show that we are part of Nevada City.

Volunteer Time Off: To encourage involvement and participation in our neighborhood, Elevation 2477' also provides every employee with two days of Volunteer Time Off (VTO) to volunteer at an organization of their choice in the community. The VTO policy results in additional money and manpower being donated to our local communities. The Elevation 2477 team will grow to up to 15 employees, and taking into consideration the average of all employees' wages, this equates to 240 VTO hours.

Community support/improvements - we will coordinate with Nevada City's local nonprofits to offer financial assistance and our staff for assistance with programs such as:

- **Adopt-a-trail:** Elevation 2477' will apply to maintain a trail or a section of trail on an ongoing basis through the Bear River Land Trust's programs.
- **Deer Creek and Tribute Trail restoration projects:** Provide our team for the Sierra Streams Institute for a variety of projects that include Deer Creek and Tribute Trail restoration projects.
- **SYRCL's "Growing Green" Educational Programs:** Continued financial support for SYRCL's educational programs that encourage sustainable cultivation practices.
- **Adopt a Highway /Street** - we will adopt a local street and highway and provide our Community Crew to help maintain a clean and orderly environment for all to enjoy.
- **SYRCL's River Cleanup:** Provide our team for SYRCL's annual river cleanup.
- **Nevada City Spring Cleanup:** As part of the Volunteer Time Off program, Elevation 2477 will provide 8 volunteers for the city's annual spring cleanup.
- **Neighborhood Cleanup:** Elevation employees will perform a weekly two-block perimeter neighborhood clean up, where-by the staff walk the neighborhood streets with trash bags and trash pickers. Additionally, our employees will perform daily sweeps of surrounding vicinity and parking lots to ensure a litter-free zone. Elevation is committed to keeping the neighborhood clean and safe.
- **Local food bank** - Because these types of organizations serve many local children, we thought it best to anonymously donate to an unnamed local food bank. We will offer collection hubs at the dispensary and participating businesses year round, including at our educational programs and workshops.
- **Sierra Harvest:** Our founders are passionate about the work and the impact this organization is making in the county. Food autonomy, healthy lunches for children and empowering food farmers with land leases are all programs that Elevation 2477 would love to support through continued financial donations and educational partnerships.
- **Coat Drive:** In the fall and early winter months of each year, Elevation 2477' will facilitate an annual coat drive to collect gently-used or new blankets and coats to distribute to the area's homeless. The blankets and coats are donated to homeless shelters as well as personally handed out by staff during the Christmas holidays.
- **Hospitality House:** Twice a year, Elevation 2477 will donate to the Adopt a Night program to house up to 54 men, women and children and give them access to the organization's programs and services.
- **Youth Public Education Plan:** Elevation 2477' will host a monthly educational program off site about the risks of youth abuse of cannabis in partnership with local organizations such as the Coalition for a Drug Free Nevada County and NEO. In addition, we will provide on our site resources about how to talk to youth about cannabis and the risks and dangers of cannabis use among youth. Each patient who leaves the dispensary will receive a handout on how to properly store products as well as a document on how to talk to youth about medical cannabis.
- **Sponsorship of Nevada City Film Festival and Wild and Scenic Film Festival**
- **Nevada City Chamber of Commerce Membership**

Our goal is also to establish a process to educate the community about medical cannabis issues, benefits, the latest in research and industry findings and creating synergy between other community endeavors and our ideas of health and wellness, ensuring that this approach genuinely reflects the community's needs.

Over ten percent of the physical space will be used for community programs and community outreach. The Elevation 2477' Team has identified the following areas of community service:

- **Caladrius Network:** Elevation 2477' will continue to offer support and offer the community room for workshops and educational programs to improve the quality of life of catastrophically ill children and their families.
- **House of Harlequin:** work in partnership to host educational programs about CBD-rich cannabis and its benefits for patients.
- **Cannabis Restored:** Sponsorship the Cannabis Restored podcast.
- **Nevada County Cannabis Alliance:** Annual business sponsorship geared to patient-focused and sustainable cultivation practice workshops and educational programs.
- **California Growers Association:** Annual business sponsorship geared to advance cannabis regulation and policy.
- **Patient support and educational groups:** host evening meetings in our dedicated community room to bring together people suffering from the same illness, such as Post Traumatic Stress Disorder, cancer and epilepsy to discuss the most recent scientific research and share anecdotal information pertaining to cannabis and their particular needs. These group sessions will be conducted by medical professionals or other patients who have experienced relief or success with cannabis.

ECONOMIC INCENTIVES

- **Local Employment:** Elevation 2477' will strive to secure qualified local applicants to fill all positions available, adhering to heightened pay and benefits outlined in our Labor & Employment plan.
- **Shop Seven Hills Business District First** - Elevation 2477 will introduce a program that seeks to promote local business and services, by developing a local business directory that can be available at the dispensary and any local business in the area that wants to participate, showcasing the diversity of the district's businesses.
- **Locally Grown, Locally Sourced:** Elevation 2477' will favor local purveyors, licensed and in compliance with local laws in an effort to fuel the local economy and the local cannabis industry.

PRIOR TO OPENING OUR DOORS

Elevation 2477' is committed to being a responsible company and a good neighbor. During the application process, Elevation 2477' will contact all residents and business owners within a 300-foot radius of our facility to introduce ourselves, explain the scope of the project and address any concerns.

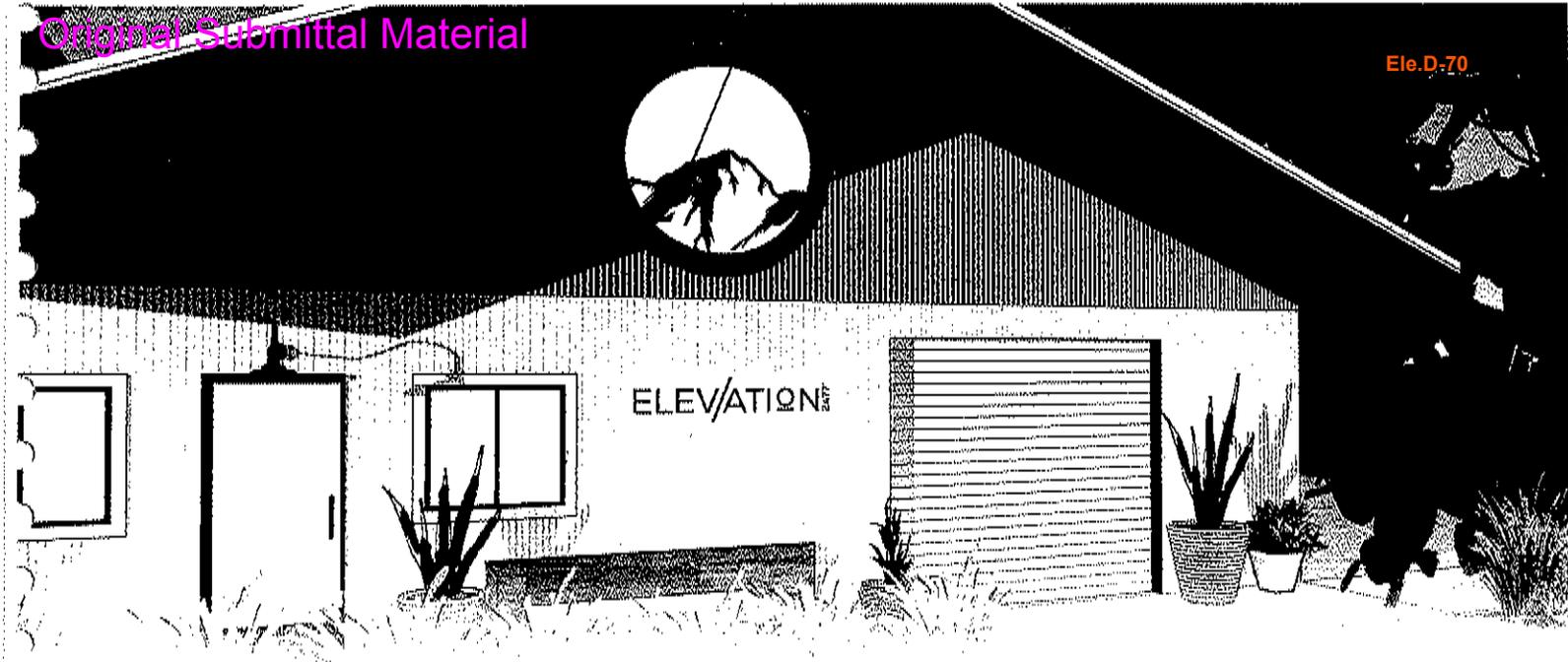
Elevation 2477' will provide an open house for neighbors who have questions relating to its business, as well as cannabis operations in general. Our company is happy to provide tours and demonstrations for neighbors and patients to help quell concerns about safety, use, odor, burglaries, and loitering.

ADDRESSING COMMUNITY CONCERNS

Elevation 2477' will establish and maintain procedures for working to support our community and to resolve community concerns/complaints about our operations. We are committed to keeping open communication between our patients and our staff, and neighbors and management. It is important for us to educate our neighbors and patients about the procedure for expressing concerns or dealing with complaints about our operations so that requests, questions, concerns and ideas are addressed in a positive manner and timely fashion.

A summary outline of the procedure is included for handling all issues described above:

- The information sent to all residents and businesses prior to opening will include a procedure of how to express concerns or file a complaint. This information will also be available in the store and all staff will be trained of how to proceed when a complaint or concern is expressed.
- The Community Outreach Manager's contact information will be provided to all businesses and residents within 100 feet of the facility. It shall also be posted at the store and on our website. All inquiries or complaints will be responded within one working day, and a log will be kept by the Community Outreach Manager of all correspondence with the community. *Community Outreach Contact: Christina Rosemarin, Nevada City Resident and Elevation Board Member.*
- Elevation 2477' recognizes the importance of fully understanding a complainant's issues. Our team will take reasonable steps to understand the nature of the complaint by clarifying and seeking any additional information from the complainant.
- The Community Outreach Manager will respond via email, seek a face-to-face meeting, or an informal discussion over the phone. Complaints which raise particularly challenging issues or are otherwise especially complex will be investigated.
- Follow-up: After resolution of complaints, the Community Outreach Manager should follow-up with complainant within one week to determine their level of satisfaction with how their complaint was handled. These responses will be part of the records and reporting.
- Anonymous Complaints: These matters are assessed against the same criteria as any other complaints. When assessing complaints, particular considerations include the nature and complexity of the complaint, the quantity and quality of information and the capability of a productive outcome.



ENHANCED PRODUCT SAFETY

GENERAL SAFETY

Elevation 2477's is committed to being a role model business in the medical cannabis industry and has implemented standard operating procedures and practices that will exceed local Nevada City and state regulations in terms of product safety.

As a policy, we will only carry cannabis products that are labeled and placed in a resealable, tamper-evident, child-resistant package and include a unique identifier for the purposes of identifying and tracking cannabis and cannabis products.

In addition, we will only carry cannabis products that are packaged and labeled in a way that is not attractive to children and in accordance with all state and local laws. All products must properly carry warning labels as required by state regulations as noted below:

- For packages containing only dried flower, the net weight of cannabis in the package.
- Identification of the source and date of cultivation, the type of cannabis or cannabis product and the date of manufacturing and packaging.
- The appellation of origin, if any.
- List of pharmacologically active ingredients, including, but not limited to, tetrahydrocannabinol (THC), cannabidiol (CBD), and other cannabinoid content, the THC and other cannabinoid amount in milligrams per serving, servings per package, and the THC and other cannabinoid amount in milligrams for the package total.
- A warning if nuts or other known allergens are used.
- Information associated with the unique identifier issued by the Department of Food and Agriculture.
- For a medicinal cannabis product sold at a retailer, the following statement must appear in bold: For flowers: **"GOVERNMENT WARNING: THIS PACKAGE CONTAINS CANNABIS, A SCHEDULE I CONTROLLED SUBSTANCE. KEEP OUT OF REACH OF CHILDREN AND ANIMALS. CANNABIS MAY ONLY BE POSSESSED OR CONSUMED BY PERSONS 21 YEARS OF AGE OR OLDER UNLESS THE PERSON IS A QUALIFIED PATIENT. CANNABIS USE WHILE PREGNANT OR BREASTFEEDING MAY BE HARMFUL. CONSUMPTION OF CANNABIS IMPAIRS YOUR ABILITY TO DRIVE AND OPERATE MACHINERY. PLEASE USE EXTREME CAUTION."**

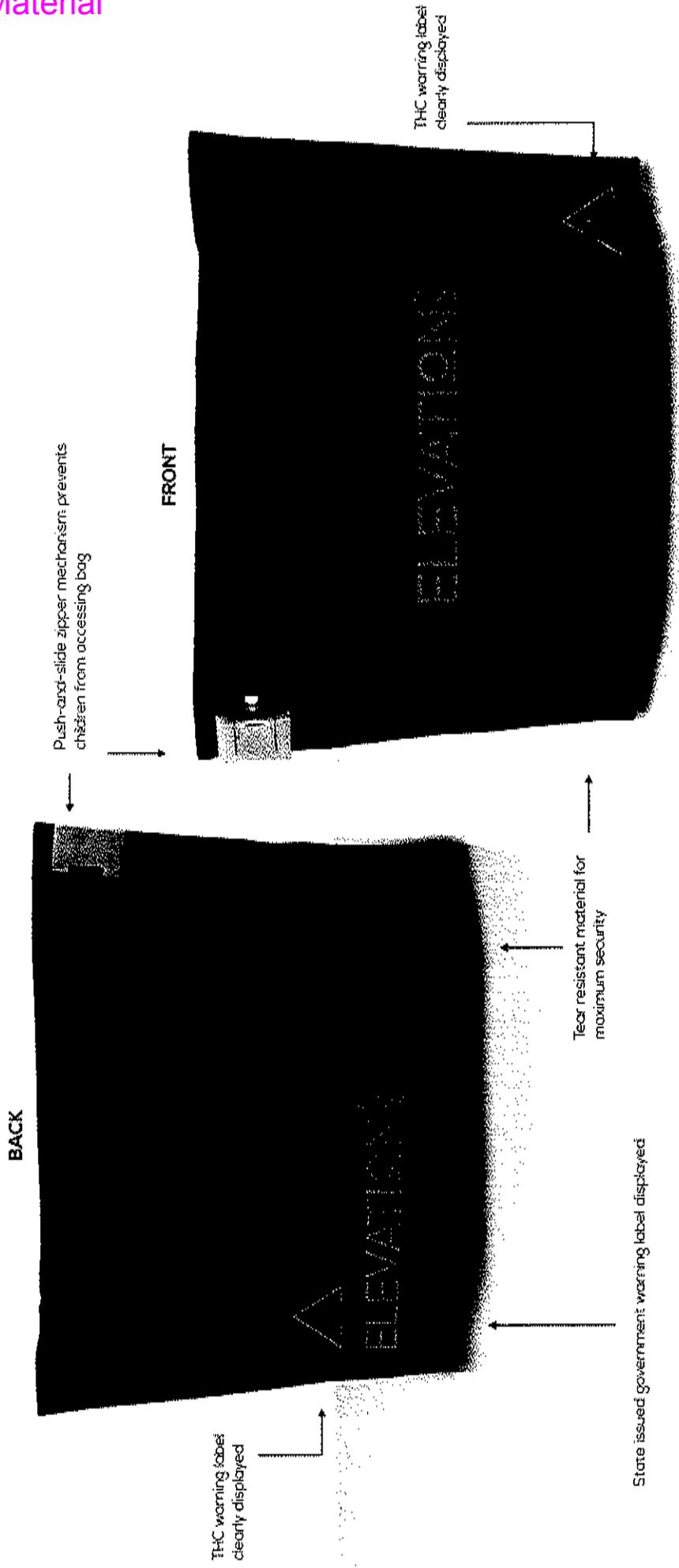
For Cannabis products: **"GOVERNMENT WARNING: THIS PRODUCT CONTAINS CANNABIS, A SCHEDULE I CONTROLLED SUBSTANCE. KEEP OUT OF REACH OF CHILDREN AND ANIMALS. CANNABIS PRODUCTS MAY ONLY BE POSSESSED OR CONSUMED BY PERSONS 21 YEARS OF AGE OR OLDER UNLESS THE PERSON IS A QUALIFIED PATIENT. THE INTOXICATING EFFECTS OF CANNABIS PRODUCTS MAY BE DELAYED UP TO TWO HOURS. CANNABIS USE WHILE PREGNANT OR BREASTFEEDING MAY BE HARMFUL. CONSUMPTION OF CANNABIS PRODUCTS IMPAIRS YOUR ABILITY TO DRIVE AND OPERATE MACHINERY. PLEASE USE EXTREME CAUTION."**

- Any other requirement set by the bureau or the State Department of Public Health.
- Only generic food names may be used to describe the ingredients in edible cannabis products.
- In the event the Attorney General determines that cannabis is no longer a Schedule I controlled substance under federal law, the label prescribed in subdivision shall no longer require a statement that cannabis is a Schedule I controlled substance.

To encourage the use of child resistant bags beyond our retail establishment, our company will offer a \$1 discount on all sales to patients who bring back their resealable, reusable child resistant bags.

Included in our employees handbook is also a policy that requires all budtenders and employees to remind patients to store their products safely in a place unreachable by children and pets prior to every checkout.

Exhibit 1: Sample of Bag Which All Medicine Bought Leaves The Store In (all products)



Product on the Sales Floor

We believe product safety extends beyond the packaging our patients leave the store with, and is also a critical element of the ongoing operations. Therefore, we have devised a stringent product safety plan for our dispensary sales floor.

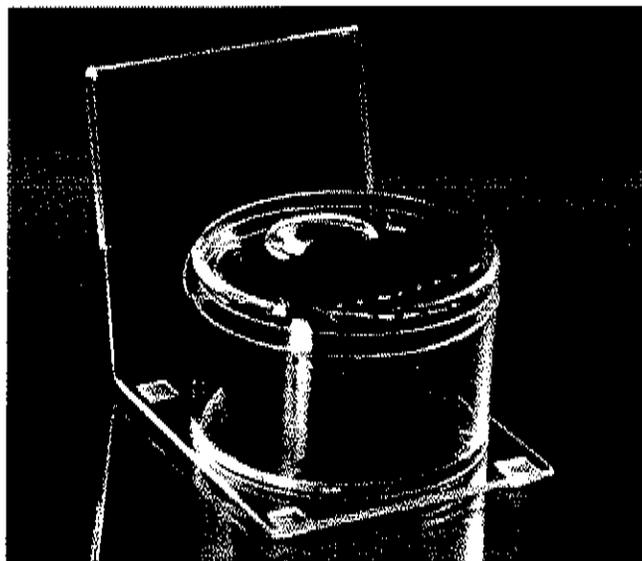
1. Display of Product

All medicinal marijuana products will be stored behind an enclosure and not readily accessible for patients to freely grab. This will ensure that each patient must interact with a budtender prior to checking out and allows for an interactive discussion to make sure the patient understands the effects of each particular medicine, its benefits and what effects to expect. Design and aesthetics are paramount to Elevation 2477' as well, so our displays will be custom designed and create an exciting buying experience, while at the same time providing proper consumer protection.

2. Showcasing Product

Purchasing medical cannabis is an interactive experience. Patients have a wide variety of medicine to choose from and want to see, smell and usually understand the components of dried flower prior to purchasing it. Since all of our bulk flower will be behind the shelves, Elevation 2477' will use engineered Aroma E-POD (trademarked) which allows for patients to pull back the black tab to smell medicine, has a built in magnifier to showcase the cannabis flowers, a tamper evident seal holds the top piece and the bottom piece to evade theft and the E-Pod is tethered to the display table with electric tether that has an audible alarm if someone tries to pull it off.

This ensures an engaging shopping experience while also protecting the integrity of the medicine and eliminates potential abuse should dry flower be accessible to patients to view.



Procurement of Product

All cannabis products offered in our dispensary will be sourced from California state and local licensed facilities. All cannabis flower, edibles, concentrates and ancillary products such as tinctures and salves will be tested and approved by a state licensed cannabis testing facility prior to arrival at our dispensary. All cannabis infused products will be sourced from manufacturers whose products are regularly tested for compliance with state and local requirements.

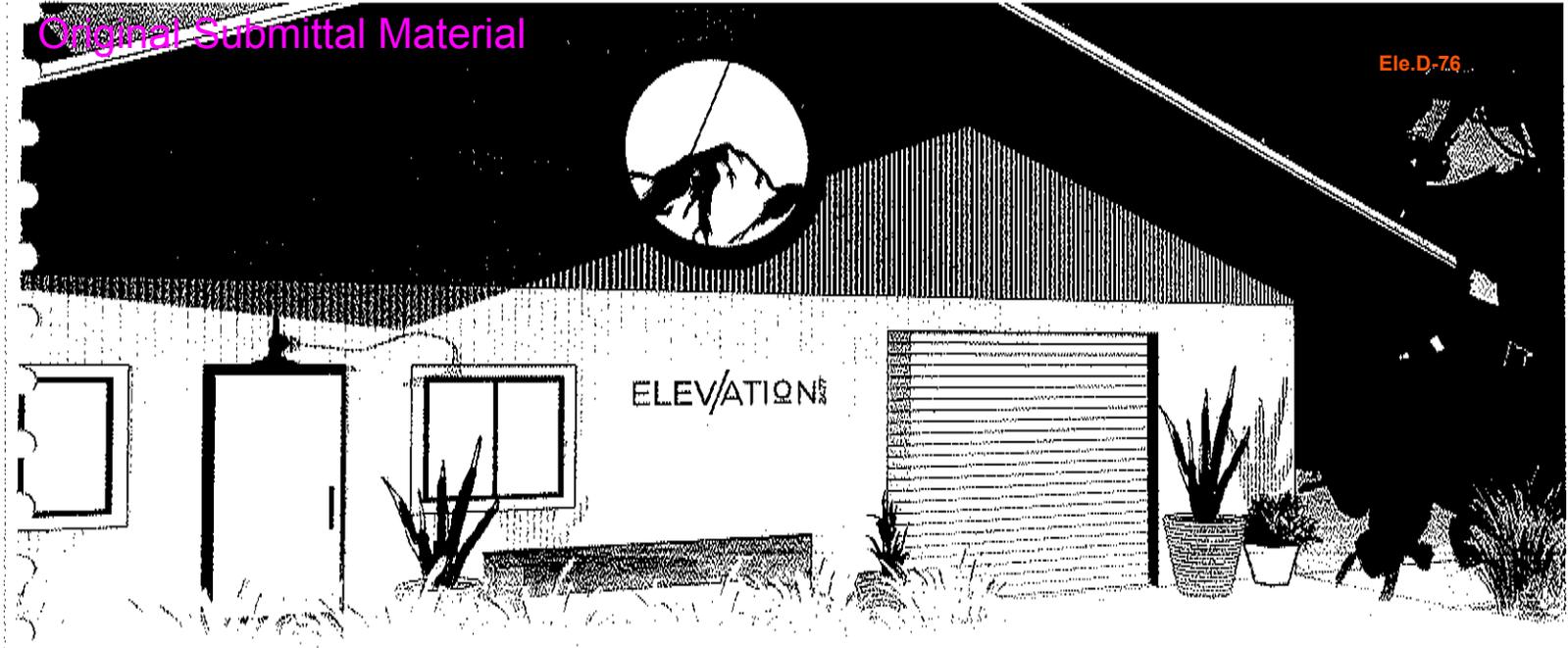
Elevation 2477 is committed to ethical business practices and will not source or sell any product that is in violation of any state or local laws. All of our inventory will come from legal sources within the state of California.

Testing Standards

According to state regulations all medical cannabis products must go through quality assurance, inspection and testing for the following items:

- a. Tetrahydrocannabinol (THC)
- b. Tetrahydrocannabinolic Acid (THCA)
- c. Cannabidiol (CBD)
- d. Cannabidiolic Acid (CBDA)
- e. The terpenes required by the bureau in regulation
- f. Cannabigerol (CBG).
- g. Cannabinol (CBN)
- h. Any other compounds or contaminants required by the bureau.
- i. Pesticides, That the presence of contaminants does not exceed the levels established by the bureau.
- j. Mold Spores
- k. Microbiological Impurities identified by the bureau

Elevation 2477' will verify and only source and sell products that have met or exceeded the state's stringent guidelines. We are aware that there will be a major imbalance of properly tested products available as the state licensing system is launched and retailers may suffer product shortages. Elevation 2477' anticipate this challenge and will properly regulate the amount of inventory on hand as the testing deadline approaches so we can ensure properly serving our patients.



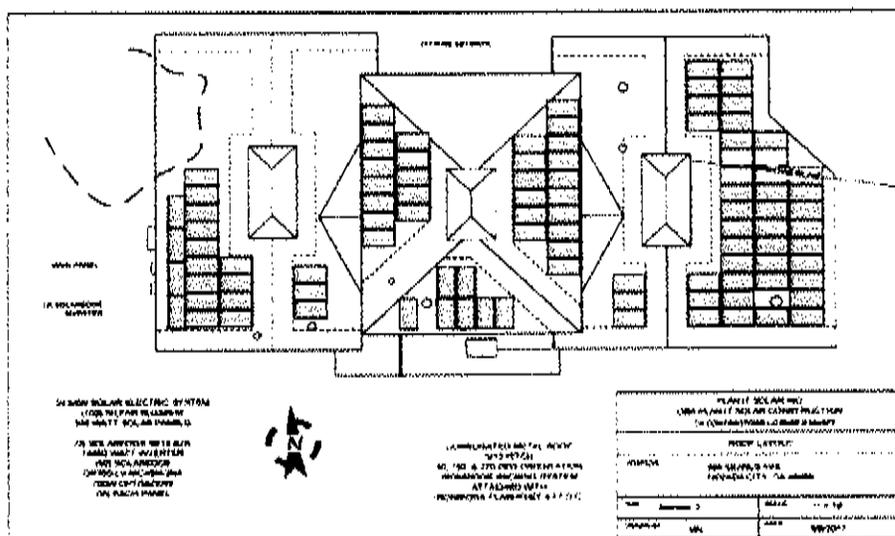
ENVIRONMENTAL BENEFITS

Elevation 2477' is committed to retrofitting its facility at 569 Searls Avenue with sustainable energy systems, using green building practices and natural resources efficiently, that can help the city achieve its goal of becoming a low-carbon community reliant on the efficient use of renewable energy resources.

We plan to work with local contractors and providers to achieve this goal.

Our plan is to lower the impact on the environment by implementing the following practices:

- Solar energy system: Elevation 2477' in partnership with the property owners will install a solar energy system in three phases. This will result in a fully self-sufficient powered facility.



- Retrofitting the facility with water-efficient fixtures. Retrofitting one out of every 100 American homes with water-efficient fixtures could avoid about 80,000 tons of greenhouse gas emissions, which is the equivalent of removing 15,000 cars from the road for one year.
- LED lighting and motion sensing lights where applicable.
- Use of reclaimed materials in renovations.
- All appliances, including refrigerators, HVAC systems and any other electronic device will be energy efficient.
- Use of zero-VOC, or paints and finishes with low level toxic emissions for use on walls. Milk Paint, or zero-VOC paint, is environmentally safe and non-toxic.
- Reuse and Recycle programs:
 - Use of recycled paper and soy-based inks in marketing materials.
 - Use of recycled and recyclable disposable products for use by employees during their shifts.
 - Use of reusable child resistant bags for products, and implementing a discount program for patients who bring back their reusable bags.
- Native landscaping and drip irrigation system for outdoor environments.
- Zero ozone emissions odor mitigation system.
- We will abundantly use Solar Tubes which use the sun's natural light to power indoor environments with absolutely no electricity required



Roof Mount

Panel	Silfab	Elevation 2477
Quantity	100	569 Searls Ave
kW System	34.5	Nevada City, Ca
Inverter	SolarEdge	0.85
Monitored	0	8.14.17

System Cost **\$88,875.00**

Federal Tax Credit **\$26,662.50**

Net Cost **\$62,212.50**

Current utility cost per month **\$ 9.86**

Utility costs after solar **\$ (965.75)**

Monthly Savings **\$ 975.60**

Annual solar production **44193** kW annually

Current Energy usage **0** kW annually

Finance **0** **6.00%** **\$ 715.97 per month on full cost**

Term **20** **\$ 501.18 per month on net cost**

This is a "Turn-Key" proposal to include all panels, inverter, racking, wiring installation, beakers, building permit, interconnection application and commissioning of the monitoring system.

Your Designer is **DeeDee Vierra**

530-263-5751

Elevation 2477

569 Searls Ave
Nevada City, Ca
8.14.17

Roof Mount

YOUR SAVINGS WITH PLAN IT SOLAR

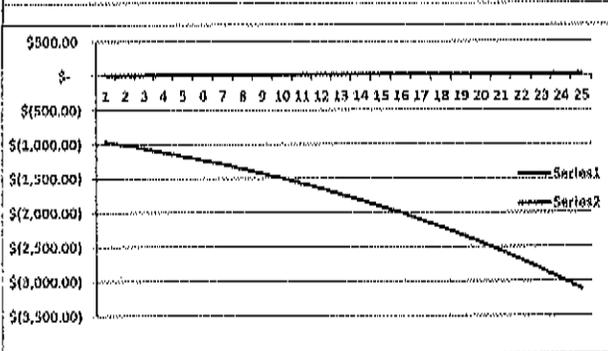
Silfab 100 Panels
34500 Total System Wattage

Total System Investment **\$88,875.00**

Federal Solar Tax Credit **\$26,662.50**

Net System Investment \$62,212.50

Cost of solar per kW over 20 years **\$0.0704**



Monthly Electric Bills with 5% price increase		Solar Savings	
with solar	w/o solar	Per Year	Cumm

Year	with solar	w/o solar	Per Year	Cumm
	-\$965.75	\$ 9.86		
1	\$ (965.75)	\$ 9.86	\$ 11,707.24	\$ 11,707.24
2	\$ (1,014.03)	\$ 10.35	\$ 12,292.60	\$ 23,999.85
3	\$ (1,064.74)	\$ 10.87	\$ 12,907.24	\$ 36,907.08
4	\$ (1,117.97)	\$ 11.41	\$ 13,552.60	\$ 50,459.68
5	\$ (1,173.87)	\$ 11.98	\$ 14,230.23	\$ 64,689.91
6	\$ (1,232.57)	\$ 12.58	\$ 14,941.74	\$ 79,631.64
7	\$ (1,294.19)	\$ 13.21	\$ 15,688.82	\$ 95,320.47
8	\$ (1,358.90)	\$ 13.87	\$ 16,473.27	\$ 111,793.74
9	\$ (1,426.85)	\$ 14.56	\$ 17,296.93	\$ 129,090.67
10	\$ (1,498.19)	\$ 15.29	\$ 18,161.78	\$ 147,252.44
11	\$ (1,573.10)	\$ 16.05	\$ 19,069.86	\$ 166,322.31
12	\$ (1,651.76)	\$ 16.86	\$ 20,023.36	\$ 186,345.66
13	\$ (1,734.34)	\$ 17.70	\$ 21,024.53	\$ 207,370.19
14	\$ (1,821.06)	\$ 18.59	\$ 22,075.75	\$ 229,445.94
15	\$ (1,912.11)	\$ 19.51	\$ 23,179.54	\$ 252,625.48
16	\$ (2,007.72)	\$ 20.49	\$ 24,338.52	\$ 276,964.00
17	\$ (2,108.11)	\$ 21.51	\$ 25,555.44	\$ 302,519.44
18	\$ (2,213.51)	\$ 22.59	\$ 26,833.21	\$ 329,352.66
19	\$ (2,324.19)	\$ 23.72	\$ 28,174.88	\$ 357,527.53
20	\$ (2,440.40)	\$ 24.91	\$ 29,583.62	\$ 387,111.15
21	\$ (2,562.42)	\$ 26.15	\$ 31,062.80	\$ 418,173.95
22	\$ (2,690.54)	\$ 27.46	\$ 32,615.94	\$ 450,789.89
23	\$ (2,825.06)	\$ 28.83	\$ 34,246.74	\$ 485,036.63
24	\$ (2,966.32)	\$ 30.27	\$ 35,959.07	\$ 520,995.70
25	\$ (3,114.63)	\$ 31.79	\$ 37,757.03	\$ 558,752.73
25 year total	\$ (553,107.84)	\$ 5,644.89		\$ 558,752.73



PLAN IT SOLAR

563 Idaho-Maryland Road, Grass Valley, California 95945
530-263-5751

Elevation 2477

569 Searis Ave
Nevada City, Ca
94565

Roof Mount

E TOU Plan A vs. E-1

Month	Winter			Summer					Winter			Totals	Average	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov			Dec
Total kWh used on E1 P6	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Solar Production	1520	2170	3399	4454	5463	5664	5817	5283	4228	3097	1796	1262	44193	
Total Cost on E1 P6	\$ 9.86	\$ 9.86	\$ 9.86	\$ 9.86	\$ 9.86	\$ 9.86	\$ 9.86	\$ 9.86	\$ 9.86	\$ 9.86	\$ 9.86	\$ 9.86	\$ 128	\$ 10
Total Cost on Solar	\$ (321.91)	\$ (459.56)	\$ (719.84)	\$ (951.74)	\$ (1,589.12)	\$ (1,620.22)	\$ (1,663.98)	\$ (1,511.23)	\$ (1,209.44)	\$ (903.31)	\$ (380.36)	\$ (267.27)	\$ (11,589)	\$ (966)
Savings	\$ 331.76	\$ 469.42	\$ 729.70	\$ 961.60	\$ 1,589.97	\$ 1,630.97	\$ 1,673.84	\$ 1,521.08	\$ 1,219.99	\$ 913.17	\$ 390.21	\$ 277.32	\$ 11,707	\$ 976

Panel Mfg: **Silfab**
 Number of Panels **100**
 Wattage per panel **345**
 Total Wattage **34500**

System Cost \$ **88,875.00**
 Federal Tax Credit \$ **26,662.50**
 Net System Cost \$ **62,212.50**

Notes
 This is a "Turn-Key" proposal to include panels, inverters, optimizers for monitoring, installation, racking, building permit and interconnection with utility
 0
 0

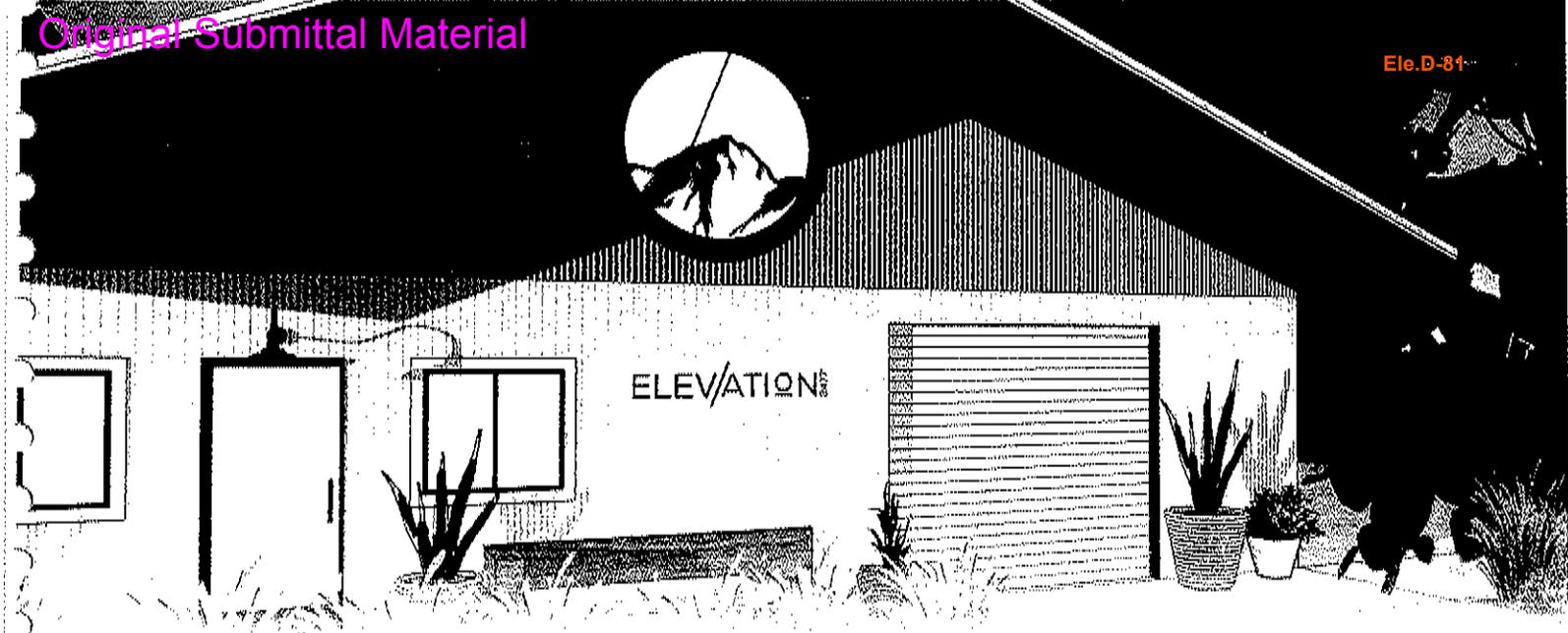
Financing 20 years at 4.99%
 System Cost
 Net Cost

Tier Level	E-1 Rates	Climate Credit	Winter	Summer	Time of Use	Sch A	Rates of 3/1/2017
Tier 1	0	Daily Meter Charge	0.19979	0.32854	Nov 1 to April 30	Peak \$ 0.27539	Credit
Tier 2	400	April	0.27612	0.32854	3 PM to 8:00 PM	Off Peak \$ 0.26109	April
Tier 3	>400	October	0.40139	0.32854	All other	Allowance \$ 0.08830	October
Winter	Nov 1 thru April 30	Monthly	9.8562	9.8562	May 1 to October 31	peak \$ 0.39336	Per Day Meter cost \$ 0.32854
Summer	May 1 thru October 31	Monthly	9.8562	9.8562	3:00 PM to 8:00 PM	off peak \$ 0.31778	
					All others	Allowance \$ 0.08830	



PLAN IT SOLAR

563 Idaho-Maryland Road, Grass Valley, California 95945
 530-273-0303



LABOR AND EMPLOYMENT

1. Employee Hiring Guidelines

Elevation 2477' strives to hire local, qualified residents. We provide a work environment that is safe for the employees, patients and the community by requiring all appropriate background checks and references and complying with local and state requirements.

All potential employees will undergo a background check and a vetting process that includes checking references before commencing work.

All potential employees are required to be legally authorized to do so under applicable state law. Employees must be qualified patients or primary caregivers as currently required by state law. All employees will also have to obtain a work permit from the City prior to being trained and performing any tasks.

As part of the application process, all applicants will be required, but not limited, to provide the following information:

- Name, address, and phone number
- Age and verification: Copy of driver's license, birth certificate or other proof that the applicant is at least twenty-one (21) years of age.
- Previous employment references: Name, address, and contact person for at least three previous previous employers. If the applicant has been previously fired, resigned, or asked to leave, he or she must provide reasons for dismissal or firing.
- Three character references.
- A signed statement under penalty of perjury that the information provided is true and correct.
- Proof or verification that the applicant is a qualified patient or primary caregiver.
- Submit to two interviews with employers or site managers.

2. Employee Training Guidelines

Training of new employees will happen under the strict supervision of qualified managers and owners. Employees will be trained on their specific job responsibilities and corresponding procedures by the site Manager. All training must be completed before an employee can perform any task independently.

New employees are required to shadow a more experienced employee or manager for a period determined by the onsite Manager or their designee. Some tasks may require a longer shadowing period than others. The onsite Manager or their designee will determine whether additional training and shadowing is required for an employee.

At a minimum, all employees will receive training to include all areas -- safety and security, product and cannabis research knowledge, community engagement,

Upon completion of training, all employees are required to complete the Employee Acknowledgement page affirming that they received training and are comfortable performing their assigned task.

A copy of the employee's signed acknowledgement will be maintained in the personnel files for accurate and current record keeping.

All employees must maintain the utmost ethical behavior and display good moral character.

In the event an employee is accused or convicted of a crime, he or she will be placed on leave until the outcome of such criminal procedures is final. Employees found to be convicted of a crime would be terminated immediately from employment.

3. Employee Expectations and Security Training

Elevation 2477' is committed to ensuring the safety of the community, patients and its employees. Under our Security and Safety Plan we outline the procedures for granting employees access cards, hiring and termination.

Initial employee safety and security training shall include:

Building orientation and access authority which shall include:

- The proper use of employee's access badge for entry into the premises and main building entrance.
- The proper use of employee's access badge for entry into employee's authorized access areas.
- The proper use of employee's agent card.
- Employee's authorized entry and exit points.
- Employee's locker.
- Restroom and sink facilities.

Measures and controls for the prevention of diversion, theft or loss of cannabis and cannabis products which shall include:

- Necessity of keeping all facility doors locked and secure at all times.
- Prohibited activities such as entrance into unauthorized access areas.
- Awareness of video monitoring.
- ICS training for the tracking of all product-related activities and information.
- Requirement to report any unusual activity, security concern, or loitering.

Procedures and instructions for responding to an emergency that will include:

- Accident prevention training
- How to respond to an emergency
- Emergency service provider location
- Emergency service contact information
- Emergency first aid kit locations
- Emergency exits and panic button locations
- Fire & flood safety

To promote professionalism and organization, all employees will be expected to follow the established safety practices set forth in the Security Plan, be in compliance with the approved uniform dress code for their respective position of employment, display proper hygiene, keep a professional physical appearance, and wear their agent card at all times.

4. Employee Security Staff

As part of the employee pool, Elevation will hire local security employees to assist the Security Manager with the performance and implementation of the Security Plan. Security staff will wear a distinct badge, act and address individuals in a formal manner, and continuously patrol when not on a fixed duty assignment.

5. Employee Log

For the safety and security of the premises surrounding the building, the building, its occupants, and products, the Security Manager will keep a current and accessible roster of all employees and ensure that both all employees are aware of terminations or duty reassignments as they occur. All terminated employees or those not having valid agent cards shall be prohibited from being in, on or about the dispensary.

6. Employee Termination

Upon termination of any employee, whether it be voluntary or involuntary, Elevation shall ensure that terminated employee's keys, tools and access codes and cards are returned, and ensure that such codes and access points are altered so as to prevent the terminated employees' access. Elevation shall notify the city and local law enforcement within ten (10) days after a medical cannabis establishment agent ceases to be employed by at the facility.

7. The Team

BUDTENDER (8 positions)

Job Summary: Budtenders will possess strong-to-excellent knowledge of cannabis products, and be able to educate and serve patients while maintaining compliance with all state regulatory guidelines.

Salary: [REDACTED] depending on experience.

Duties/Responsibilities:

- Greet and establish rapport with customers— get to know them and seek to understand their interest in cannabis medicine.
- Assist patients in identifying the medicines and methods of medication that best fit their individual needs.
- Adhere to strict distribution processes and maintain a professional and safe environment for customers and coworkers.
- Gather and process required patient documents and information, and perform detailed verification while maintaining client confidentiality.
- Continue to enhance your knowledge of medical cannabis, and continually hone your ability to explain and recommend treatment procedures and product uses.
- Unpack, sort, count and label merchandise as directed, including items requiring special handling or refrigeration.
- Maintain the professional appearance of the collective by restocking merchandise on the sales floor and participating in basic store clean-up.
- Perform clerical tasks including accurate filing, compiling, and maintaining inventory and records.

Skills & Qualifications:

- Proper licenses, if necessary.
- Experiences in retail sales preferred.
- Knowledge of marijuana strains, (indicas, sativas, hybrids), edibles, extracts, and current products on the market.
- Dispensary-related experience a plus.
- Must be friendly, outgoing, trustworthy, dependable, and hardworking.
- Must be able to provide exemplary customer service, and represent the business with pride;
- Must be at least 21 years of age;
- Must have no felony convictions;
- Must comply with an extensive background check.

DISPENSARY MANAGER (2 positions)

Job Summary: The Dispensary Manager ensures that all transactions and the implementation of other retail processes comply with state and local laws and regulations and that service exceeds customer expectations. The Dispensary Manager collaborates to develop and implement practices, policies, and strategies that support a performance and results-driven culture. The Dispensary Manager reports to the Corporate officers and board of directors.

Salary: [REDACTED]

Duties/Responsibilities:

- Ensures accuracy and compliance in all transactions
- Performs the required duties to record all sales and inventory transactions in accordance with state and local laws and regulations.
- Maintains established standards of presentation, customer service, and compliance.

- Coordinates with the Executive Management Team to ensure all employees have accurate, up-to-date knowledge and materials related to their position.
- Communicates the details of daily operations to the Executive Management Team
- Implements and oversees procedures related to opening and closing of the retail store.
- Participates in the recruiting, training, development and success of employees.
- Stays informed and knowledgeable about state and local laws, regulations and industry news.
- Facilitates ordering of cannabis infused products (concentrates, vaporizer, topicals and edibles), clothing and accessories.
- Performs inventory reconciliations daily, weekly and as needed
- Additional duties as requested.

Skills & Qualifications:

- Proper licenses, if necessary
- Three years in progressively responsible retail experience, including at least one year in a management position;
- Ability to manage a team of staff members at a time during normal business hours in a fast paced, heavily regulated environment;
- Experience in inventory management and reconciliation;
- Excellent oral and written communication skills;
- Proficient computing skills
- Innate desire to achieve success and a work ethic to match
- High level of integrity;
- Degree in business, management, or related areas, preferred;
- Experience working in a heavily regulated industry, preferred.

Working Conditions/Physical Requirements

- The Dispensary Manager regularly works evenings, weekends, and holidays to meet the needs of our retail setting;
- Successful performance of this role requires that the incumbent is physically able to move freely between different parts of the store, lift up to 30 pounds;
- Spend several hours a day viewing a computer screen.

RECEPTIONIST (2 positions)

Job Summary: The position of Receptionist is responsible for checking in new and existing patients per Nevada City and State of CA requirements, creating patient profiles, and generally assisting where needed. The Receptionist is the front line and first to greet patients, and therefore a friendly and welcoming personality is key.

Salary: [REDACTED]

Requirements:

- Must be proficient with computers
- Must be highly organized
- Ability to effectively navigate Microsoft Office programs
- Excellent telephone skills
- Pleasant reception skills with the ability to greet customers
- Competent filing ability
- A high degree of initiative and self-motivation
- Have knowledge of social media (Weed Maps and Leafly a plus)
- Excellent Communication
- Attention to Detail
- Multi-task Oriented
- Stress Management/Composure

- Some college education, 4-year degree (or beyond) preferred
- Must submit and pass a Department of Criminal Justice criminal background check
- Have a valid California Medical Recommendation and a valid California ID
- Must be 21 years or older

Medical Cannabis dispensary or other cannabis industry related: 1 year

Required license or certification: Medical cannabis doctor's recommendation or State MMJ card

SECURITY GUARD (4 positions)

Job Description:

- Protect company's property and staff by maintaining a safe and secure environment
- Observe for signs of crime or disorder and investigate disturbances
- Act lawfully in direct defense of life or property
- Apprehend criminals and evict violators
- Take accurate notes of unusual occurrences
- Report in detail any suspicious incidents
- Patrol randomly or regularly building and perimeter
- Monitor and control access at building entrances and vehicle gates
- Watch alarm systems or video cameras and operate detecting/emergency equipment
- Conduct foot patrols.
- Provide access control.
- Effectively identify false identification cards.
- Patrol and maintain general security of assigned property as described in Post Orders.
- Monitor small groups of people to identify abnormal behavior that could lead to possible disturbances.
- Utilize a smartphone or similar device to maintain a Daily Activity Report, and create Incident and Facility Maintenance Reports.
- Work under general supervision of Field Supervisor and Account Manager.
- Maintain consistent performance, attendance, uniform appearance, and professional grooming.
- Maintain professional communications and relations with clients and colleagues.
- Adhere to client confidentiality agreements.
- Respond to emergency calls including medical, fire and damage to property.
- Use two-way portable radio or company cell phone to communicate with the security dispatcher or other security officers.

Salary: [REDACTED]

Requirements: *Must have all required licenses at time of application*****

- BSIS Guard Card
- BSIS Exposed Firearms Permit
- Possess a valid First Aid/CPR card
- Exposed Firearms Permit
- Baton Permit
- California Guard Card

Minimum Requirements:

- Possess a valid California State Guard Registration (guard card).
- Possess a valid BSIS exposed firearms permit, baton permit and chemical agent permit.
- Possess 40 hr Training Certificate as required by BSIS.
- Possess a high school diploma or GED certificate.

- Has a legal right to work in the United States.
- Has NO history of Felony convictions and is able to pass a pre-employment drug screen.
- Must have duty gear
- Ability to read, understand and carry out written orders, policies, procedures, and instructions.
- Ability to effectively communicate in English.
- Ability to work in inclement weather conditions with little to no shelter.
- Ability to walk or stand for up to 12 hrs without relief.
- Must be available for nights, weekends and holidays.
- Must have reliable transportation.
- Must have reliable means of communication.

Education and Preferred Experience:

- High school or equivalent
- Armed Security Experience: 2 years
- Possess some college.
- Prior military or law enforcement experience.
- Positive attitude, outstanding customer service skills, great people skills, takes initiative.
- Ability to adapt quickly to changes.
- Ability to work under pressure.
- Ability to safely operate ATV/UTV to patrol properties.

Job Type: Full-time, Part-time

pg # 91

1

Page(s) _____ have been redacted or withheld from public disclosure, as Crystal Hodgson the City's consulting Deputy City Attorney has determined that the information contained therein is exempt from disclosure under the following Government Code provision:

_____ Section 6254, subd. (c) (personnel, medical, or similar files, the disclosure of which would constitute an unwarranted invasion of privacy)

_____ Section 6254, subd. (f) (investigatory or security files compiled by a local agency for licensing purposes)

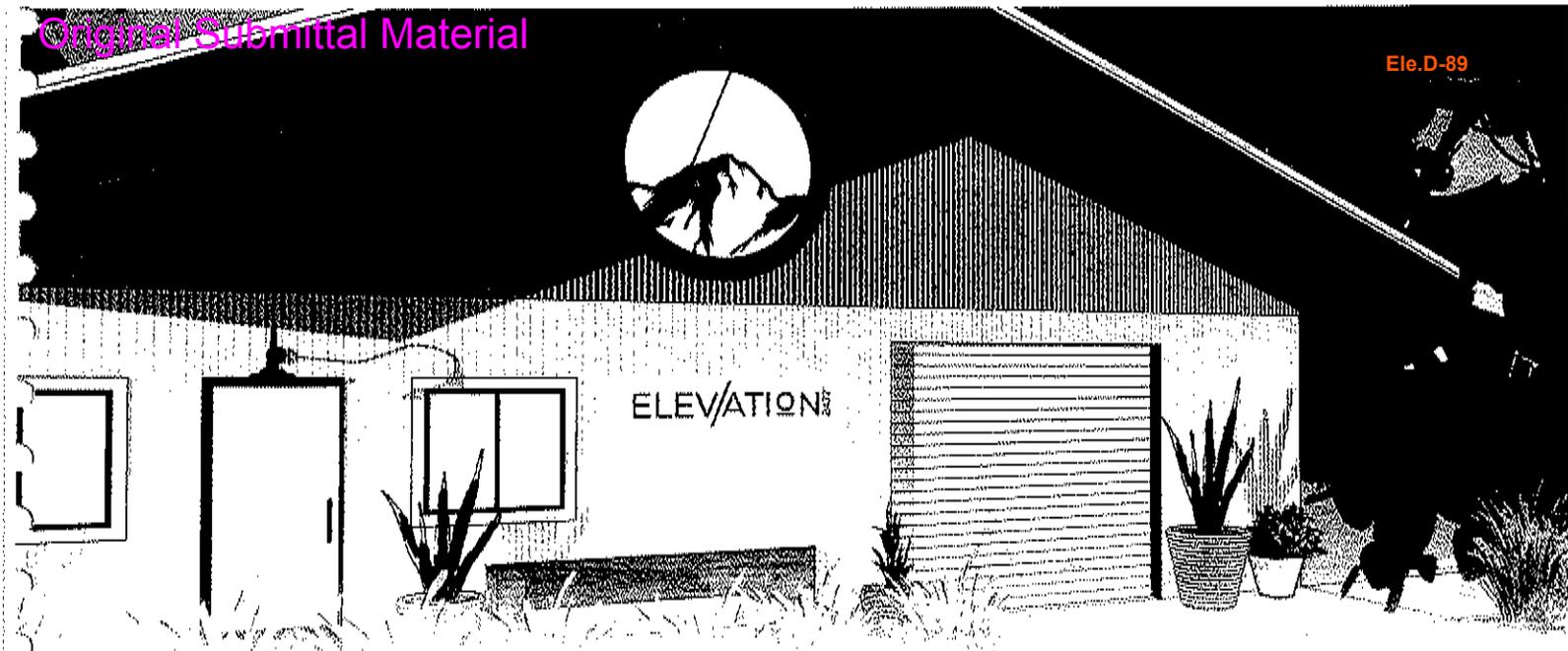
_____ Section 6254, subd. (n) (licensee's personal financial data)

_____ Section 6255, subd. (a) (personal contact information)

X _____ Section 6255 – (General public interest exemption)

_____ Other: _____

- Security related



LOCAL ENTERPRISE

The Elevation 2477' team has deep roots in Nevada County.

Founder and CEO Daniel Batchelor has seen Nevada County change and grow in the over two decades he has resided here. He attended Nevada City School of the Arts, Bear River High School and Sierra College. For Daniel, Nevada City represents the county seat and the epicenter of social, cultural and entrepreneurial life in Nevada County.

Jonathan Hogander is a former Portland resident who couldn't resist the allure of the Sierra Foothills. He moved his wife and three kids to Nevada County in 2013, when they found local Waldorf Schools for their daughters and fell in love with the Nevada City/Grass valley area. Lack of local regulations has sent Jonathan on the road to advice and seek business opportunities in regulated counties and states. So when the opportunity of opening a permitted and regulated cannabis business in his hometown, he immediately became involved.

Christina Rosmarin is a staple in the local organic farming community. She and her family have resided in Nevada County for 12 years and in Nevada City since early 2016. Her community involvement speaks to her commitment to the place she calls home.

Daniel and Jonathan, whose families have been friends for 10 years, were fatigued with traveling and consulting businesses in other areas. So it was with a deep desire to bring their expertise home, fuel the local economy and developed a future for the cannabis industry in Nevada County that the concept for Elevation 2477' was born.

In addition to these principals, Elevation 2477' will draw exclusively from the cities of Nevada City, Grass Valley, Unincorporated Nevada County, and Truckee for the remainder of its managers. Also, to the extent practicable, we will also draw the remainder of the staff locally, with a goal of a majority of hires coming from Nevada County.

Since Elevation 2477' was just an idea, the team has considered how many small businesses surround our everyday lives. It was with that in mind, and impressed with the amount of time, commitment and labor these hard working businesses contribute to our local economy, that our team began engaging local professionals to bring our vision to life. For us, this is the opportunity for local success stories to become role models for others.

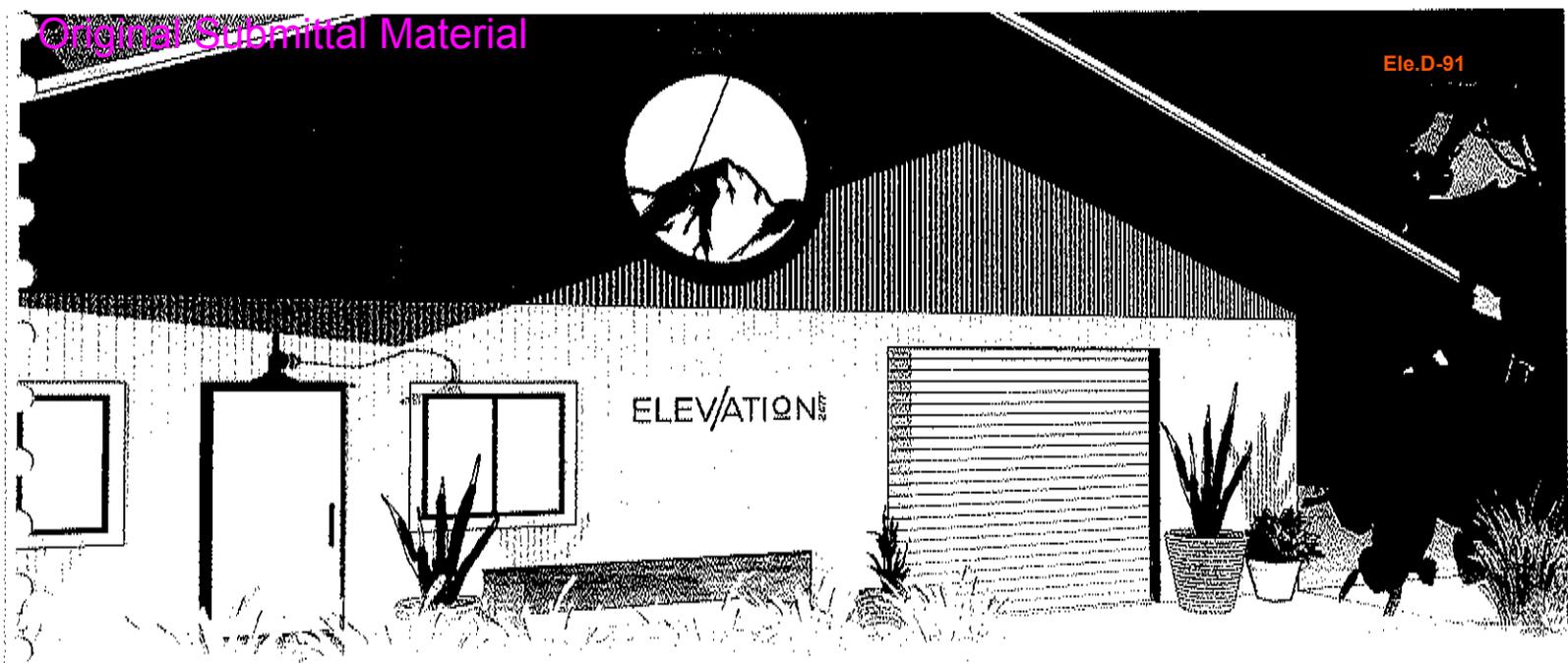
Here is some of the local professionals who have helped bring this project to you:

- Laurel Durland: Interior Designer, Grass Valley, CA
- Juniper Lindquist: Graphic Designer, Nevada City, CA
- Andrew Pawlowsky: Sitaline Architecture, Grass Valley, CA
- Kurt Reichel: RKR Construction, Grass Valley, CA
- Maria Herrera: Branding and Communications Strategist, Nevada City, CA

Elevation 2477' has already used the services of local businesses such as locksmiths, cleaners and plumbers. In addition, Elevation 2477' is considering the proposals of the following local businesses:

- Plan It Solar, Grass Valley, CA
- Sierra Plumbing, Grass Valley, CA
- Weiss Brothers Landscaping, Nevada City, CA
- Marie Skinner, Nevada County native Interior Decorator, Truckee, CA
- Gold Country Security, Grass Valley, CA

Elevation 2477' will continue to support the efforts of local advocacy organizations to establish a licensed and regulated cannabis industry in Nevada County that will allow us to source all of our cannabis products locally from licensed local farmers and manufacturers. We are committed to also carrying non-cannabis products, such as books and other items from local distributors, artists and manufacturers.



QUALIFICATIONS OF PRINCIPALS

Corporate Officers/Board of Directors:

The Board of Directors will be heavily involved in the day-to-day operations of Elevation 2477' ensuring the highest excellence in patient services, regulatory compliance, and safety and security. They will be in charge of implementing all standard operating procedures, periodically reviewing and updating plans and examining financial projections and reports. All three board of directors are well-versed in different aspects of the cannabis industry and together comprise the ideal leadership team for the first dispensary in Nevada City.

- Daniel Batchelor, Chief Executive Officer, Grass Valley, CA: Daniel has been involved in the development of the Nevada City ordinance since the city first considered permitting a dispensary within city limits. He was heavily involved during the stakeholder process and provided input and feedback to city officials on how to model the ordinance after state regulations. Daniel continue to educate himself on the ever-evolving compliance and regulatory framework established by the state of California.
- Jonathan Hogander, Chief Financial Officer, Grass Valley, CA: Jonathan has extensive knowledge of compliance and regulatory framework in California and Oregon. As CEO of Blessed Extracts, he also boasts a wealth of knowledge on cannabis extraction methods and therapeutic uses of cannabis extractions for patients who need concentrated medical cannabis protocols. He is a responsible business leader who has successfully led several permitted and complaint cannabis businesses.
- Christina Rosmarin, Secretary, Nevada City, CA: Christina is a graduate of the Oaksterdam University Classic Training Program, a diverse curriculum including fundamentals such as current laws and regulations, the science of cannabis, and courses within all sectors of the Cannabis Industry. In addition, Christina has extensive knowledge of cannabis therapies, homeopathy and herbalism. Her own experience with medical cannabis led her to develop a passion for staying updated on the latest cannabis scientific research.

Please review resumes for additional cannabis industry qualifications.

Advisory Board:

Advisory Board will meet once a month to review operations, community programs and compliance issues, is comprised of professionals with backgrounds in healthcare, finance, organic cultivation operations, patient advocacy, cannabis research, and regulatory compliance.

- Micah D Berry, MD. Sierra Nevada Memorial Hospital, *Grass Valley, CA*
- Seth Rosmarin, Founder of Cannabis Ag Advisors, Nevada City, CA
- Asia Batchelor, M.S., OTR/L, Registered/Licensed Occupational Therapist, Grass Valley, CA
- Wade Laughter, Founder of House of Harlequin, researcher, speaker and activist on cannabis, cultivation best management practices and an advocate for patients' access to safe, clean medicine., Nevada City, CA
- Forrest Hurd, Founder of Caladrius Network, an organization that supports parents of catastrophically ill children with up-to-date information and therapeutic cannabis products at no cost. Grass Valley, CA
- Greg Malin, Verdant Valley Farms, long-term Nevada County resident Grass Valley, CA
- Stephen Munkelt, Attorney, Nevada City, CA

Daniel
Batchelor

Daniel Batchelor

[REDACTED]

[REDACTED]

[REDACTED]

—
Summary

Business and farming consultant with 10 years of experience in the evolving cannabis industry with specializations in retail and cultivation, Property development and management experience with a focus on commercial and farm land real estate.

—
Experience

Elevation 2477 / CEO

November 2016 - Present

CEO and project manager for the Elevation 2477 dispensary project in Nevada City. Created and implemented all documentation related to the application project, dispensary concept and business plan.

Independent Consultant / Project Manager

January 2010 - Present

Worked as a business development consultant for several retail cannabis businesses in Oregon. January 2016 - Present

- Helped obtain 8 OLCC Recreational Retail Cannabis Licenses
- Helped Obtain 3 OLCC Tier 2 Producer Licenses
- Extensive knowledge of Oregon Cannabis licensing process along with Seed to Sale tracking system
- Helped establish standard operating procedures for all licenses
- Reviewed application documentation

Worked as business development advisor for several patient collectives in the Northern California area helping set up cultivation plans and patient distribution policies. February 2010 - October 2015

Worked as property development consultant for real estate investors in the Northern California area. January 2010 - October 2015

Community Alternative Health Care Cooperative, dba Cloud 9 Dispensary / Founder/CFO

December 2009 - February 2012, 5029 West Point Loma Blvd, San Diego

Founder and CFO of medical cannabis dispensary in the San Diego area:

- Helped create standard operating procedures for the retail cannabis business.
- Manager on duty four days a week.
- Inventory control
- Employment and labor coordinator

—
Education

San Diego State University

Sept 2010 - May 2011, San Diego

Mesa College / Business Administration and Accounting

Sept 2008 - January 2010, San Diego

Sierra College / Associates Degree in Arts and Business

Sept 2004 - June 2007, Grass Valley and Rocklin Campuses

Bear River High School

Graduated 2003

Graduated with honors in leadership classes

—
Projects and Memberships

-
- National Cannabis Industry Association Conference 2016
 - Colorado Marijuana Business Conference and Expo 2016
 - Las Vegas Marijuana Business Conference 2016
 - California Growers Association Envision 2016 Conference, 2017
 - Member of Nevada County Cannabis Alliance
 - Member of International Cannabis Farmers Association

PROFESSIONAL EXPERIENCE

OLCC Recreational Cannabis License Holder - Oregon January 2016-present
Owner of multiple producer and retail cannabis recreational licenses
Owner - Oregon

- Obtained 8 OLCC Recreational Retail Cannabis Licenses
** Full license list and locations available upon request*
- Obtained 3 OLCC Tier 2 Producer Licenses
- Pending: 2 OLCC Recreational Retail, 2 Producer licenses, 1 Processor (Extraction) License
- Extensive knowledge of Oregon Cannabis licensing process along with Seed to Sale tracking system

Sierra Land Development - Grass Valley, CA January 2015-present
Small scale road development, site layout and excavation
Local Small Business Owner

Andrews Cooper - Tigard, OR June 2011-June 2014
Lead design engineer for Microsoft Xbox Accessory Group
Senior Mechanical Design Engineer

- Project Manager for new Xbox One controller.
- Managed overall mechanical structure and PCB layout for entire controller
- Designed vibrating triggers, shoulder buttons and LED Xbox logo
- Support and travel to China for product introduction and launch
- Designed battery compartment and initial straps for Microsoft Band - Smart Watch

D4C Product Development - San Diego, CA May 2009-June 2011
Start up company specializing in consumer electronic products and jig design
Mechanical Design Engineer

- Designed chassis enclosure and directed large component layout of PWB for 7" touch screen device
- In charge of initial parts selection and BOM control for all mechanical components
- Developed full assembly instructions and additional test procedures for manufacturing plants in Mexico
- Support small parts tooling development and manufacturing
- Assist in fixture and press jig design and development

Sony Electronics Inc. - San Diego, CA July 2008-June 2009
Leading LCD TV mechanical design center for Sony Electronics of America
Mechanical Engineer

- Pro-E design and development of plastic injection molded and sheet metal progressive-die parts
- Assisted in the tooling development and manufacturing of Sony BRAVIA TVs
- Wrote testing procedures, reports and recommendations based on UL and Sony Standards
- Parts procurement along with project planning and development for XBR9 models
- Standard drafting with machine shop standards for metal stamping/extrusion and injection molded parts

EDUCATION

California Polytechnic State University, San Luis Obispo, CA
 Bachelor of Science in Mechanical Engineering Graduated June 2008
 Cal Poly GPA: 3.79, magna cum laude

TECHNICAL SKILLS

- Pro-E, SolidWorks, Inventor, AutoCAD, MatLab, Microsoft Office and ABAQUS
- Thermodynamics, Heat Transfer, Fluid Mechanics, Advanced Stress Analysis and graduate level FEA

LEADERSHIP/INVOLVEMENT

- Member - ASME, Tau Beta Pi, Pi Tau Sigma(President)

CERTIFICATIONS/AWARDS

- E.I.T. Certified
- Metre Certified (Cannabis Seed to Sale)
- Numerous Academic Scholarships, Cal Poly, Fall 2006 - Spring 2008
- Nominated to U.S. Air Force Academy by U.S. Congressman Michael D. Crapo and U.S. Senators Larry E. Craig and Dirk Kempthorne
- Four Patents pending through Sony Electronics Inc.

Christina Rosmarin

Profile:

A highly motivated and organized professional with experience in Estate Management, Hospitality Management and Early Childhood Education. A strong leader with excellent communication skills, which allows the development of a healthy environment, for both employees & customers. Skill set includes a creative, goal oriented, manager that will help bridge the gap between management & end-user, as well as, front of the house & back.

Experiences:

Personal Medical Cannabis Cultivator & Land Manager August 2005-present

Overseeing and implementing organic farming practices

Live Oak Waldorf School 2014-2017

Outdoor Kindergarten Teacher

Parent-Child Educator

Designed Program curriculum

Created weekly lesson and meal plan

Assessed progress for 10 children

Camellia Waldorf School- August 2004-June 2005

Kindergarten Teacher

Designed program curriculum

Created daily lesson plan

Assessed progress for 15 children

Estate of Alan & Jillian Salzman September 2000-August 2004

Estate Manager

Personal Family Assistant

Managed 10 acre, 21,000sq home Atherton CA Estate

Overseeing all property structures and landscaping

Plan and orchestrating all social events

Overseeing site development, event planning and domestic planning.

Overseeing a staff of 8

Waldo Peppers Bar & Grill June 1996-2000

Bar and Floor Manager

Customer satisfaction, ensuring health and safety, performing inventory control

Orchestrated on all social functions including private parties, business meetings,

Established marketing techniques increasing overall sales

Hired and mentored new employees

Overseeing staff of 20

Education:

University of Wisconsin- Waukesha, 1996-98, 2002

Michael Fields Biodynamic Agricultural Institute 1996-1998

Life Ways Early Childhood Development (Waldorf) certification 1998-1999

Rudolf Steiner College 2002-2005

Currently enrolled at Oaksterdam University



THANK YOU

Page(s) 1 have been redacted or withheld from public disclosure, as Crystal Hodgson the City's consulting Deputy City Attorney has determined that the information contained therein is exempt from disclosure under the following Government Code provision:

_____ Section 6254, subd. (c) (personnel, medical, or similar files, the disclosure of which would constitute an unwarranted invasion of privacy)

_____ Section 6254, subd. (f) (investigatory or security files compiled by a local agency for licensing purposes)

X Section 6254, subd. (n) (licensee's personal financial data)

_____ Section 6255, subd. (a) (personal contact information)

X Section 6255 – (General public interest exemption)

_____ Other: _____

AMENDED Submittal Material

Delivery Services: Elevation 2477' will provide delivery services to patients with a valid doctor's recommendation and customers over the age of 21 who have pre-registered in person at our location or can provide a valid California ID.

Our delivery and Pick-up Program:

- Hours
 - Phone orders: We will take phone orders during regular business hours.
 - Online orders: We will take online orders 24 hours a day, 7 days a week . Orders received after hours will be processed by 11 am the following day.
 - Delivery Hours: 10 am to 7 pm in the winter and 10 am to 8 pm in the summer time.
- FREE DELIVERY – minimum order amount determined by zip code. West Nevada County minimum orders will be \$50 per order. Outside of Nevada County, or Truckee area minimum orders will be \$100 per order.
- Delivery Payment Options: Cash only, until credit card processing system is in placed.
- Scheduling Deliveries: At the time the order is processed, the driver will confirm the delivery time by phone. After confirmation, the customer must be available at the specified address for the delivery time. All times are approximate and may be affected by traffic.
- Delivery Safety Guidelines:
 - Abuse of the service or our staff will result in denial of service.
 - [REDACTED]
 - Driver vehicles are tracked via GPS through security headquarters.
 - Drivers retain the right to refuse service to anyone.
 - Maximum orders are not to exceed daily amounts per customers as prescribed by BCC rules.
 - Delivery will only be to a residence or business.
 - Addresses and contact numbers will be verified. Customers ordering by phone or online are required to send a copy of their ID prior to scheduling a delivery. Drivers will verify ID with ID checking device once at the delivery location.
 - Elevation 2477' reserves the right to refuse delivery to certain addresses.
 - Drivers will wear Elevation T-shirt or hat and will arrive at delivery addresses not in a marked vehicle.
 - Drivers may be randomly and anonymously followed by our trained safety personnel to ensure best practices.
 - Deliveries are packaged in opaque child-proof bags clearly labeled with the customer's name and the content within the bag. There will be shipping manifests attached to every delivery order.
 - We plan to deliver to the following areas: within a 50 mile radius initially.
- Pick Up
 - Order online or by phone and pick up your order at your own convenience at our shop: 569 Searls Avenue, Suite D, Nevada City, CA, 95949.
 - Orders not picked up within 24 hours will be canceled.

AMENDED Submittal Material

- Pickup orders are generally ready 15-30 min. after the order is placed. If placed 1 hour before closing the order will be ready the following morning.

Standard Operating Procedures

Purpose: Elevation 2477' developed the following plan to document the circumstances, conditions and guidelines for the transportation of cannabis products.

Procedure:

- Delivery employees will receive the order from the delivery or store manager
- Before transporting cannabis products or paraphernalia, a Dispensary employee will:
 - Enter the “details” of a customer order in a log available for inspection by law enforcement.
 - Complete a trip plan that includes the following information:
 - The name of the employee in charge of the transportation.
 - The name of the employee who prepared the order.
 - The date and start time of the trip.
 - The residence address to which the cannabis is to be transported.
 - A detailed description of the products and paraphernalia being transported.
 - The anticipated route of transportation.
 - Provide a copy of the trip plan to the delivery or store manager, which will maintain copies of tentative and completed trip plans prepared by its employees and provide same to appropriate law enforcement agencies upon request.
 - Transportation of cannabis products and paraphernalia will require an employee to:
 - Carry a copy of the completed trip plan for the duration of the trip.
 - Have his/her Driver’s License in their immediate possession.
 - Have a hands-free mobile device to communicate with the Dispensary.
 - Ensure that all cannabis and paraphernalia being transported are not visible.
 - Once at the delivery location, the Dispensary employee delivering the cannabis will:
 - Check the ID of the person receiving the cannabis with the name associated with the delivery order.
 - Scan the Customer ID through an EVS device to ensure it is a valid identification.
 - Review the order placed with the contents transported for delivery.
 - Confirm purchase price and taxes directly tied to delivery order.
 - Collect money and provide necessary change as appropriate.
 - Secure a signature from the customer who placed the order on a receipt to be kept on file with the Dispensary referencing date of sale, who the sale was made to, products purchased, and payment made.
 - Leave a receipt of sale with customer referencing date of sale, who the sale was made to, products purchased, and payment made.
 - Enter time of delivery into delivery log.

AMENDED Submittal Material

- Return to the Dispensary or drive to next delivery.
 - If next destination is another delivery, follow the delivery process again.
 - If next destination is back to the Dispensary, enter the trip end time into the delivery log once back at the Dispensary and state any changes made to the trip plan.
 - Give collected monies and delivery paperwork to delivery or store manager.
- The vehicle or vehicles used for transportation of cannabis will not be branded with any cannabis identification or logos, and will be equipped with a GPS system or other technology for tracking its whereabouts in real time.
 - Dispensary employees will report any accident involving transport of cannabis, and any loss or theft of cannabis during transport immediately upon occurrence of the accident or immediately upon knowledge of the loss or theft.
 - All transfers of goods from the dispensary into the delivery employee car will take place inside the secured shipping and receiving area.

AMENDED Submittal Material

From: [Daniel Batchelor](#)
To: [Amy Wolfson](#)
Cc: [Jonathan Hogander](#); [Maria Herrera](#)
Subject: Re: Elevation 2477 - Delivery Service Launch
Date: Tuesday, March 26, 2019 5:15:52 PM

Hi Amy,

Thanks for the update. As you may be aware, we are not permitted by federal law at this time to perform any credit card transactions. Visa explicitly forbids the sale of cannabis on its networks as long as cannabis remains illegal under federal law, while MasterCard continues to monitor the situation and seek guidance from regulators. Also most national banks will not supply banking services to legal cannabis dispensaries. While there are ways to work around these issues, our attorneys are not 100 percent sure of their legality and we patiently await for the state and the federal government to come up with legislation that will allow licensed businesses like ours to use the federally-backed banking system.

However, to address this very issue the good folks at the state who regulate cannabis placed a limit on the amount of inventory and cash our delivery drivers can carry at any given time. [REDACTED]

[REDACTED] While that's an accommodating allowance, we don't expect our delivery activities to generate that much interest at first, which is why in our Standard Operating Procedures we state that we will initially have our drivers carry [REDACTED]. In addition, there are safety measures we undertake to mitigate any potential for theft:

- Vehicles used for transportation of cannabis will not be branded with any cannabis identification or logos, and will be equipped with a GPS system or other technology for tracking its whereabouts in real time. This information is kept for 90 days.
- Delivery customers are required to register in our system prior to ordering with ID, legal address, phone number.
- Employees will verify the identity of the customer upon receipt of order.
- Drivers may be randomly and anonymously followed by our trained safety personnel to ensure best practices.
- Vehicles will have video recording systems.
- Drop box type safes will be installed in vehicles.
- Internal steel locking cages will hold all cannabis products.
- Alarm systems will be engaged while vehicle are unattended.

I hope this mitigates some of the concerns.

Best,

Daniel Batchelor

On Tue, Mar 26, 2019, 10:08 AM Amy Wolfson <Amy.Wolfson@nevadacityca.gov> wrote:

Good morning all,

I haven't received any further agency/department comment other than what I relayed below. Can you provide a response so that I can incorporate it into my staff report? Thank you!

AMENDED Submittal Material

Amy Wolfson

City Planner

(530) 265-2496 x130

From: Amy Wolfson

Sent: Thursday, March 14, 2019 9:00 AM

To: 'Jonathan Hogander' <jonathan@elevation2477.com>; Daniel Batchelor <daniel@elevation2477.com>; Maria Herrera <info@elevation2477.com>

Subject: RE: Elevation 2477 - Delivery Service Launch

Hello all,

Yes the amendment is out for agency distribution and comment. Comments are due by the end of March and I plan to have it on the City Council at their first meeting in April (April 10). I will actually be on vacation that day, but I spoke to Catrina and she is happy to introduce you and you can present the amendment and take questions from Council. I will be able to do the notice and the and staff report before I leave for vacation.

The only comment that has come up has been from the Police Department and City Manager. They both have some concerns about the "cash-only" nature of the business. Do you have a time-frame for doing credit card transactions? I think they would be okay with a short window of cash transactions, but prefer that all sales be credit card-based.

I'll let you know if I receive further comments. Please respond to the above concern to me and I will include it as part of the amendment.



City of Nevada City

April 22, 2019

Daniel Bachelor
'Elevation 2477'
11467 Vinlee Place
Grass Valley, CA 95949

Subject: Nevada City Cannabis Business Authorization for 'Elevation 2477' at 569 Searls Avenue, Suite C

Dear Mr. Bachelor:

At their April 10, 2019 meeting, the City Council of the City of Nevada City voted to approve your amended application to add delivery activity to your cannabis dispensary operation at 569 Searls Avenue. This authorization shall effectively amend your previously issued permit issued to you, valid for a term of one year from the date of original permit issuance, August 14, 2019, subject to the amended Conditions of Approval:

- Provide proof of California State Licensing that verifies the license type issued.
- Prior to commencing operations, you are required to complete all tenant improvements as detailed in your application. A cannabis business shall be subject to a mandatory building inspection, and must obtain all required permits and approvals which would otherwise be required for any business of the same size and intensity operating in that zone. This includes but is not limited to obtaining any required building permit(s), fire department approvals, Health Department approvals and other zoning and land use permit(s) and approvals.
- Provide evidence of the right to occupy and to use the property for purposes of a cannabis dispensary. As a condition precedent to the City's issuance of a cannabis business permit pursuant to this Chapter, any person intending to open and to operate a commercial cannabis business shall provide sufficient evidence of the legal right to occupy and to use the proposed location.
- They must execute an agreement, in a form approved by the city attorney, agreeing to indemnify, defend (at applicant's sole cost and expense), and hold the City of Nevada City, and its officers, officials, employees, representatives, and agents, harmless, from any and all claims, losses, damages, injuries, liabilities or losses which arise out of, or which are in any way related to, the City's issuance of the commercial cannabis business permit, the City's decision to approve the operation of the commercial cannabis business or activity, to process

used by the City in making its decision, or the alleged violation of any federal, state or local laws by the commercial cannabis business or any of its officers, employees or agents.

- Provide proof of liability insurance and liability agreement. You are required to maintain insurance at coverage limits, and with conditions thereon determined necessary and appropriate from time to time by the city attorney.
- Provide the name, telephone number, and email address of a community relations contact to whom notice of problems associated with the commercial cannabis dispensary can be provided. Each commercial cannabis dispensary shall also provide the above information to all businesses and residences located within one hundred (100) feet of the commercial cannabis dispensary property and shall provide opportunity for those businesses and residents within one hundred (100) feet to visit and to tour the commercial cannabis dispensary at least once on a mutually convenient date and time. Any additional request shall be at the sole discretion of the dispensary operator.
- During the first year of operation pursuant to Section 9.22.140 of the City Municipal Code, the owner, manager, and community relations representative from the commercial cannabis dispensary holding a permit shall attend a quarterly meeting with the city manager or his/her designee(s) to discuss costs, benefits, and other community issues arising as a result of issuance of a commercial cannabis dispensary permit. After the first year of operation, the owner, manager, and community relations representative from the commercial cannabis dispensary shall meet with the city manager or his/her designee(s) when and as requested by the city manager or his/her designee(s).
- Develop a public education plan pursuant to Section 9.22.080 of the City Municipal Code. The commercial cannabis dispensary to which a permit is issued pursuant to this chapter shall develop and make available to youth organizations and educational institutions a public education plan that outlines the risks of youth abuse of cannabis, and that identifies resources available to youth related to drugs and drug addiction.
- Identify a designated security representative/liaison to the City of Nevada City, who shall be reasonably available to meet with the City Nevada City or his/her designee regarding any security related measures or and operational issues.
- The owner, operator, and delivery personnel shall comply with all applicable state law requirements;
- The delivery personnel must be an employee of the cannabis dispensary;
- Before dispensing any products to persons requesting delivery, the delivery personnel must verify that the requestor is of legal age to possess cannabis.
- At such time that credit-card sales for delivered dispensary products is available, all delivery sales shall be credit card-based and no cash sales shall be permitted

Please note that under United States Law, the operation of a cannabis business, regardless of whether it is for commercial or recreational purposes, is illegal and may be subject to criminal prosecution and civil enforcement actions. Property involved in such operations has been subject to seizure by and forfeiture to the United States.

Operation of your business may not commence until the above requirements are satisfied to the satisfaction of Nevada City staff. Issuance a **Nevada City Business License** and issuance of a **commercial cannabis business permit** shall not occur until all of the above requirements have been completed. Please note that the City has the right to revoke a permit issued for a commercial cannabis business at any time should any disqualifying information regarding the application or its principals be presented to the City. Finally, please be aware that sixty days prior to the expiration of your permit (twelve months from permit issuance), you must apply for renewal of your business permit in order to avoid a lapse in operation.

Sincerely,

Amy Wolfson
City Planner
(530) 265-2496 x130

CC: Catrina Olson, Interim City Manager
Harold DeGraw, City Attorney

REPORT TO CITY COUNCIL

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

April 10, 2019

TITLE: Citywide Projects, Capital and Programs Listing Potentially Eligible for Grant Funding

RECOMMENDATION: Provide staff direction for next steps on how to proceed.

CONTACT: Catrina Olson, City Manager
Loree' McCay, Administrative Services Manager

BACKGROUND/DISCUSSION:

On January 28, 2019, the City Council, Planning Commission and executive staff held a planning retreat to discuss and update three-year goals and six-month strategic objectives to guide the organization.

One of the three-year goals is to improve and maintain fiscal stability and sustainability. One of the six-month objectives for this goal is to present to City Council for action projects, that would qualify for grant funding, and who would be responsible for the grant applications. The City Manager, Catrina Olson and Administrative Services Manager, Loree' McCay worked with all department heads to compile a listing of citywide projects, capital and programs.

The attached listing details all of the identified needs and desires of each department with estimated costs and timeframes for possible implementation. Not all have identified grant funding. Identifying grant funding currently would fall under the responsibility of the Department Head or his/her designee (which may be difficult given workload and lack of grant writing experience). Staff is currently looking for City Council direction to proceed in setting the priority and necessity of each of the items listed and identifying the City Manager and Administrative Services Manager as the leads in actively seeking citywide funding for the listed projects, capital and programs. Ultimately, it would be the desire of staff to identify a part-time consulting grant writer to assist in locating funding and writing grants.

ENVIRONMENTAL CONSIDERATIONS: None.

FINANCIAL CONSIDERATIONS: \$22.4 million in identified projects.

ATTACHMENT:

- ✓ Citywide Projects, Capital and Programs Listing



City of Nevada City

Possible City Projects Funded by Grants

Dept	Description	Estimated Cost	Potential Source fo funds	Timeline
ADMIN	New Operating System Software	\$ 100,000.00		1-3 YRS
ADMIN	Computer Replacement	\$ 20,000.00		1-3 YRS
ADMIN	Conversion to Paperless and Cloud Storage and backup	unknown		1-3 YRS
ADMIN	Online Billing and payment system	unknown		1-3 YRS
ADMIN	Citywide (including off site) Phone System Upgrade	\$ 50,000.00		1-3 YRS
COUNCIL	Siren System and Installation	\$ 50,000.00	OES, FEMA	1-3 YRS
COUNCIL	Council Chambers Upgrade of Equipment	\$ 60,000.00		1-3 YRS
WATER	Updated Water Meters	\$ 150,000.00		1-3 YRS
DPW	Street Sweeper	\$ 250,000.00		1-3 YRS
DPW	Mini excavator	\$ 60,000.00		1-3 YRS
DPW	Vehicle Trailer	\$ 15,000.00		1-3 YRS
DPW	Rebuild Mill Building in Corp Yard	\$ 1,500,000.00		1-3 YRS
WATER	Add Isolation Valves for the Water System	\$ 100,000.00		1-3 YRS
DPW	New Truck for DPW	\$ 50,000.00		1-3 YRS
DPW	Snow Plow for Truck #35	\$ 6,000.00		1-3 YRS
DPW	Remodel Pool Bathrooms	\$ 200,000.00		1-3 YRS
FIRE	Replacement of Self-Contained Breathing Apparatus (SCBA)	\$ 100,000.00	AFG	Current Application
FIRE	Continuation of Tree Mortality Grant	\$ 200,000.00		1-3 YRS
FIRE	New Turnout Gear	\$ 20,000.00		1-3 YRS
FIRE	Engine Equipment	\$ 15,000.00		1-3 YRS
FIRE	New pickup Truck	\$ 45,000.00		1-3 YRS
PARKS & REC	Bathroom (CDBG)	\$ 47,000.00	CDBG	Current
PARKS & REC	Pioneer Park Improvements	\$ 3,000,000.00	Proposition 68	1-3 YRS
PARKS & REC	Renovation of Seaman's Lodge	\$ 1,000,000.00	Proposition 68	1-3 YRS
PARKS & REC	Trail around Pioneer Park lower field	\$ 30,000.00	Proposition 68	1-3 YRS
PARKS & REC	Slide or other feature at the swimming pool	\$ 30,000.00		1-3 YRS
PARKS & REC	Carriage House – either improvements or move carriages to Transportation Museum and convert this area to something else.	unknown		1-3 YRS
PARKS & REC	425 Nimrod St. – make a plan for this space	unknown		1-3 YRS
PARKS & REC	Renovate decorative fountain	\$ 10,000.00	Proposition 68	1-3 YRS
PARKS & REC	Lights at Tennis Courts	\$ 50,000.00	Proposition 68	1-3 YRS
PARKS & REC	Create additional parking at Pioneer Park	\$ 60,000.00		1-3 YRS
PARKS & REC	Children's play area in/near Picnic-Right	\$ 20,000.00	Proposition 68	1-3 YRS
PARKS & REC	Stairs/improve walkway behind mower shed	\$ 30,000.00	Proposition 68	1-3 YRS
PARKS & REC	Improve drainage of lower field	\$ 200,000.00	Proposition 68	1-3 YRS
DPW	Firehouse #2 – make a plan for how this space should be used, then find funding for that renovation	unknown		1-3 YRS
PARKS & REC	Fire Clearing projects on all City properties and Open Space parcels	\$ 600,000.00		1-3 YRS
PARKS & REC	Old Airport Master Plan/development			1-3 YRS
PARKS & REC	Maybert Bridge/Trail/Parking			1-3 YRS
PARKS & REC	Sugarloaf Mtn. Trail	\$ 300,000.00		1-3 YRS
PARKS & REC	Truck for Recreation Dept.	\$ 50,000.00		1-3 YRS
PLANNING	General Plan	\$ 500,000.00	SB2	1-3 YRS
PLANNING	Housing Element	\$ 35,000.00		1-3 YRS
POLICE	Investigator Police Officer - FTE	\$ 100,000.00		1-3 YRS
POLICE	Assistance with enforcement/education of tobacco use in Historical District			1-3 YRS
POLICE	New Generator for backup and emergencies	\$ 15,000.00	OES	1-3 YRS
POLICE	New laptops and Desktop Computers	\$ 60,000.00	Technology Grant	1-3 YRS
POLICE	Replacement of Patrol Rifles	\$ 15,000.00		1-3 YRS
POLICE	PD Garage improvements - Repairs and Improvements	\$ 25,000.00		1-3 YRS
POLICE	Relocation of Police Department	Unknown		1-3 YRS
POLICE	Code Compliance Officer	\$ 100,000.00		1-3 YRS
SEWER	Headworks Automated Grit Removal	\$ 172,000.00	EPA	1-3 YRS
SEWER	Clarifier Upgrade	\$ 400,000.00	EPA	1-3 YRS
SEWER	Disk Filter System Upgrade	\$ 200,000.00	EPA	1-3 YRS
SEWER	Generator	\$ 214,000.00	EPA	1-3 YRS
SEWER	SCADA Upgrades	\$ 125,000.00	EPA	1-3 YRS
SEWER	Sewer mainline Replacement	\$ 1,000,000.00	EPA-Water Board	1-3 YRS
STREETS	Improve Clark Street - Parking Lot	\$ 75,000.00		1 YR
STREETS	Curb Cuts (CDBG)	\$ 139,000.00	CDBG	Current
STREETS	Searls Sidewalk (CMAQ)	\$ 93,000.00	CMAQ	Current
STREETS	Boulder Sidewalk (CMAQ)	\$ 77,000.00	CMAQ	Current
STREETS	Commercial Street (SB1)	\$ 200,000.00	SB1	Current
STREETS	Broad Street Y (PGE-Rule20A)	\$ 600,000.00	PGE-Rule 20A	Current
STREETS	Nevada Street Bridge (Highway Bridge Program)	\$ 3,300,000.00	Highway Bridge Program	Current
STREETS	Parking Structure	\$ 4,000,000.00		1-3 YRS
STREETS	Sidewalk and Bike Path – Zion/ Sacramento	\$ 650,000.00	ATP	1-3 YRS
WATER	Shade Structure for Floc Basin	\$ 146,000.00	EPA	1-3 YRS
WATER	Clearwell for Chlorine Contact	\$ 770,000.00	EPA	1-3 YRS
WATER	SCADA system (new)	\$ 140,000.00	EPA	1-3 YRS
WATER	Purchase land for Water Plant from BLM	\$ 500,000.00	Water Resources	1-3 YRS
WATER	Water mainline Replacement	\$ 300,000.00	EPA-Water Board	1-3 YRS
		\$ 22,369,000.00		