

APPENDIX C: EMPLOYER SURVEY QUESTIONNAIRE

COMMERCIAL SPACE AND EMPLOYEE HOUSING NEEDS

The City of Grass Valley is working on a study of the demand for business park space suitable to meet the needs of commercial land users. In addition, the City is also evaluating the workforce housing needs of local employees. Information from this survey will help us gain an accurate picture of local trends and the requirements of employers in the area.

We are seeking your response to this survey as an employer in the region. Be assured that your responses are completely **CONFIDENTIAL** and will be used for planning purposes only. Your response will NOT be reported individually; rather they will be combined with other employers. If you have any questions, you can contact Wendy Sullivan at RRC Associates, Inc., at 1-888-449-4772 (toll free). Please return your completed survey within **TEN DAYS** in the postage-paid envelope provided.

1. Name of business:

Physical location (city/community and zip code only):

Contact person (if we have questions): _____

& Phone # or email: _____

2. Type of business:

- Agriculture, forestry, fishing Government
- Banking, Finance, Insurance Hotel/motel/lodging
- Bar/restaurant Manufacturing
- Construction/trades Mining
- General retail/grocery/liquor/convenience Property management
- Real estate
- Services - Auto repair services
- Services - Business services
- Services - Educational services (non-government)
- Services - Engineering services
- Services - Health services
- Services - Legal services
- Services - Personal services (dry cleaning, hair salon, etc.)
- Services - Social services (non-government)
- Services - Other services: _____
- Recreation/attractions/amusements
- Transportation, Communication, Utilities
- Warehouse / storage
- Other: _____

3. Size of commercial space occupied:

_____ How many business locations do you have?

What is the approximate total square footage of interior building space your business occupies at ALL locations (or total number of rooms/units you manage if a hotel/lodging or property mgt. business)?

_____ sq. ft. OR _____ rooms/units

What is the approximate total square footage of interior building space your business occupies in Nevada County only (or total number of rooms/units you manage if a hotel/lodging or property mgt. business)?

_____ sq. ft. OR _____ rooms/units

Size of commercial space occupied (continued):

What is the approximate acreage or square footage of the lot space your business occupies in Grass Valley/Nevada County? (Include all lots)

Acres _____ OR Sq. Ft. _____

6. How does the number of employees you have today compare to the number of employees you had 5 years ago?

- More employees today than 5 years ago
- Fewer employees today than 5 years ago
- No change

GO TO Q. 8

7. If you have more employees today, please choose the ONE main reason why you have more employees:

- Increased the size of space in which you do business
- Increased the number of locations for your business
- More employees in the same space
- More employees in the same space – expanded hours
- Other: _____

8. Which of the following best describes the interior and exterior space your business presently occupies:

Interior space *Exterior space*

- Meets current space requirements and allows for future expansion.
- Meets current space requirements, but does not allow for future expansion.
- Does not meet current space requirements.

9. Do you anticipate expanding your business' interior or exterior space in the next three years?

- Yes No (**GO TO Q. 15**)

10. (IF YES) Which best describes the likelihood of expansion:

- Certain
- Extremely likely
- Somewhat likely
- Slight

11. Please estimate what your expansion needs might be for office/enclosed space? _____ approximate sq. ft.

Approximately how much total area would you ideally occupy (outdoor space)? _____ sq. ft. or _____ acres

12. Which type of building/addition would you be most likely to use?

- A metal or concrete "tilt up" building
- Front loaded office space
- Flex space with truck doors in back
- Traditional office building
- Other: _____

13. Do you anticipate you will be able to meet your expansion needs in Grass Valley/Nevada County?

- Yes
- No

14. Do you have any comments or suggestions about the availability of space to meet your needs in Nevada County/Grass Valley?

15. Looking to the future, what is the likelihood that your business will leave the Grass Valley area?

- Not at all likely (*GO TO Q. 17*)
- Somewhat likely
- Very likely

16. If "very" or "somewhat likely" to leave the Grass Valley area, where are you looking to move?

- Nevada City
- Elsewhere in western Nevada County
- Marysville/Yuba City
- Placer County
- Other Sacramento metro area
- Other _____

17. Any comments on your response concerning leaving the area (i.e. reasons you might or might not leave)?

18. How many employees did you have at ALL locations at your peak employment in 2003 (including yourself)?

(include contract labor; if sole proprietor, insert "1")

	Peak # of employees
Year-round, full-time	
Year-round, part-time	
Seasonal, full-time	
Seasonal, part-time	
TOTAL EMPLOYEES	

19. And what is your peak number of employees at your business location(s) in Nevada County only?

_____TOTAL EMPLOYEES

20. How many jobs in Nevada County are currently unfilled?

_____ Full-time jobs available (enter '0' if none)
 _____ Part-time jobs available (enter '0' if none)

21. Do you offer housing for any of your employees?

- No
- Yes – How many do you house? _____

22. Please estimate the percent of your employees that live in the following geographic areas:

____% Grass Valley/Nevada City & surrounding area
 ____% Elsewhere in western Nevada County
 ____% Placer County Highway 49 corridor, Auburn to Nevada County line
 ____% Marysville/Yuba City area
 ____% Other Sacramento metro area
 ____% Other areas _____

100% TOTAL

23. Which of the following most accurately describes your company's current policy concerning telecommuting (*that is, working from home or another location using telephone and computer-based communications*)?

- Telecommuting is not a workable option for any of our employees
- Telecommuting is a workable option but we have no significant, regular telecommuting
- Our company encourages and supports telecommuting for certain employees for whom it is workable -
 If so, how many employees telecommute at least occasionally?
 _____ employees

24. Do you have any additional comments concerning topics addressed in this survey (attach additional pages if necessary)?

That's all! Thank you very much for taking the time to complete this survey. Please return the survey to ADE, the consulting company assisting the City of Grass Valley, by one of the following methods:

- *Enclosed postage-paid envelope*
- *FAX: (510) 548-6123 (please remember to fax both sides)*

If you have questions about this survey, please call Wendy Sullivan at RRC Associates, Inc., at 1-888-449-4772 (toll free).