City of Grass Valley
City Council
Agenda Action Sheet

**Council Meeting Date:** July 26, 2016  
**Date Prepared:** July 21, 2016

**Prepared by:** Robert Richardson, City Manager

**Title:** Funding request from the GVDA for landscaping services.

**Recommended Motion:** That the City Council approve the funding request for a one year period.

**Agenda:** Administrative.

**Background Information:**

Sara Christiansen, President of the GVDA, will be making a presentation to the City Council to request funding for landscaping services within the District.

**Financial Impact:** $5,400

**Reviewed by:**

City Manager

Agenda Item #12-1
July 20, 2016

Bob Richardson
City Manager, City of Grass Valley
125 East Main Street
Grass Valley, CA 95945

Dear Mr. Richardson,

One of the goals of the GVDA is to help maintain an aesthetically pleasing and beautiful downtown. One way we have attempted to meet this goal is by including landscaping throughout the business improvement district. Unfortunately, relying on help from volunteers has left areas blighted and overgrown.

The Grass Valley Downtown Association and Nevada County Contractors Association have teamed up with a plan to revitalize the 10 brick planter boxes along Main Street in an effort to create welcoming and purposeful landscaping.

The Nevada County Contractors Association will donate labor and materials to clean up, ensure proper irrigation and plant the boxes. The Grass Valley Downtown Association is prepared to cover the contingency costs of $1900 and we respectfully request $5,400 from the City of Grass Valley to be used to cover the annual maintenance costs. If approved, it is our hope to have the new plants installed by mid-August.

Attached is the detailed plan, created by Elizabeth Poston with Living Outdoors Landscape, for your review.

We believe that this will add another significant improvement to better the Downtown Core and hope you will consider our request.

Sincerely,

Sara Christiansen
Board Chair
Grass Valley Downtown Association
Downtown Grass Valley Planter Revitalization Project
Proposal for Implementation

1. Remove plant material from all 10 raised brick planters along Main St.
   To be executed on a weekend morning to reduce impact to pedestrians or vehicles.

2. Assess existing irrigation system and determine needs for necessary adjustments to sub-surface drip irrigation.
   To be executed by a Landscape Technician provided by Weiss Landscaping, Inc. in partnership with Living Outdoors Landscapes and City Maintenance Technician.

3. Adjust existing irrigation system and install plant material as shown in schematic plan, (see attached).
   To be executed as a volunteer effort through the NCCA on a weekend morning to reduce the impact to pedestrians and vehicles.
   All necessary supplies to be donated for this renovation project by the NCCA members valued at approximately $2,400.

4. Post Installation Maintenance: To be executed by Weiss Landscaping and Living Outdoors in partnership for one calendar year from the time of installation. Proposed budget for said maintenance to be $5,355 which includes (1) 'Change-Out' of the annual color for the following season.
5. We propose a ‘Contingency Budget’ of $1,900 to be set aside and used as needed, to cover the cost of potential impact to the planters between the annual color rotations. This cost will cover any damage done to the plant material, irrigation system, etc.

6. Follow-Up: Quarterly ‘Check-In’s will be done with the Downtown Association to assess what is working and how the planters are being received by the community. After the first year, we will assess the project as a whole, total hours and effort needed to ensure the success of the project and how to move forward into the coming years with financial support from the community or Downtown Association. It is our goal to ensure the success of this project and continued longevity after this first year of installation and care.

Time Frame to completion:

It’s preferred to have the window between plant removal and the new installation to be as short as possible for the benefit of the downtown image. Our hope is to have this completed in a time frame of preferably 1 weekend morning to 2 consecutive weekends, depending on approval and scheduling.

Financial Breakdown

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>Initial Installation and Supplies</td>
<td></td>
</tr>
<tr>
<td>Annual Maintenance Budget</td>
<td>$5,355</td>
</tr>
<tr>
<td>Contingency Budget</td>
<td>$1,900</td>
</tr>
<tr>
<td>Total</td>
<td>$7,255</td>
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Proposed Plant Material for Brick Planters

Green Mountain Boxwood
*Buxus sempervirens* 'Green Mountain'

A moderate growing evergreen shrub in a conical shape. Reaches 3-5 ft with time and spreads to no more than 36” wide at full maturity. A very easy and versatile shrub, often used for topiaries. Takes sun with moderate water requirements.

Little Bunny Fountain Grass
*Pennisetum alopecuroides* 'Little Bunny'

A dwarf ornamental grass, only reaching 18” tall and wide. Lush fountain-like mounds with narrow leaves and arching stems of furry foxtail-like flower plumes in summer with bloom often extending into fall. Cut back to the ground in late fall/winter.

Million Bells ~ Spring / Summer

Annual Color Rotations
Pansies ~ Fall / Winter
5 Planters of each size
Annual Color

Pennisetum | Little Bunny
Green Mountain
Buxus Sempervirens

1.5 Ft2

Brick Planters
Planter Revitalization Project
Grass Valley Historic District