



# City of Madison

City of Madison  
Madison, WI 53703  
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## Meeting Minutes - Draft COMMUNITY GARDENS COMMITTEE

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Tuesday, October 23, 2012

5:00 PM

215 Martin Luther King, Jr. Blvd.  
Room LL-110 (Madison Municipal Building)

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### CALL TO ORDER / ROLL CALL

The meeting was called to order by Chair Fey at 5:05 p.m. Fey clarified that whenever there is any doubt about whether a quorum can be present, members should plan to attend the meeting unless they receive a notice that it has been cancelled.

**Present:** 6 -

Nan Fey; Madelyn D. Leopold; Joseph E. Muellenberg; Danna J. Olsen;  
Jill Schneider and Melissa Gavin

**Absent:** 3 -

Yimmuj Yang; Annette M. Nekola and Luke Thao

**Also present:** Micah Kloppenberg, Kay Rutledge and Mark Woulf.

### APPROVAL OF MINUTES

A motion to approve the minutes with 3 corrections was made by Muellenberg and seconded by Fey. The minutes were unanimously approved with corrections being made.

### PUBLIC COMMENT

None.

### DISCLOSURES AND RECUSALS

None.

### NEW BUSINESS

1. Garden Leadership for Long-Term Sustainability.
2. Add Food Policy Council to list of Regular Business Reports.

## OLD BUSINESS

### 25721

Siting Gardens in Parks

**Attachments:** [Timeline for Establishing Gardens 10-16-12.pdf](#)  
[Timeline for Gardens in Parks 10-23-12 draft.pdf](#)

Committee member Madelyn Leopold met with Chris Brockel and Michelle Shiveley from Community Action Coalition and Kay Rutledge from the Parks Department to create a working draft entitled "Timeline for Establishing Community Gardens in City of Madison Parks" dated October 16, 2012. This third draft had been circulated in advance of the discussion at this meeting. Members asked questions, raised issues, and made the following suggestions:

Add a 1c to state: CAC notifies CGC at their next committee meeting of any new gardens being proposed.

4. Should read "parks staff (and others as necessary) review site to check for:
  - a. deed restrictions
  - b. master plan and/or utility contacts
  - c. availability of water and parking, accessibility

4c should become a new paragraph in the September/October block:

new 5 should read "If preliminary review is favorable, CAC works with neighborhood to meet requirements of the New Garden Application." Where helpful, create links to Parks criteria also. The committee may need to further discuss and establish the factors that should be balanced; also the role of alders in the process.

A question was asked: What happens when/if the review is NOT favorable? Rutledge responded that the Parks Department would suggest others locations in the proposed park; if there aren't any, the next step would be to contact CAC and look for other locations in the neighborhood. It was decided to provide \_\_\_ at the end of the new #5, with an explanatory note at the bottom of the timetable.

Another question was asked: "What if the group was not asking for NGF funding?" Rutledge responded that the Parks Department would still want the CAC process to be followed because they hold the leases for gardens in parks to make sure they are maintained, etc.

The suggestion was made to distinguish a simple New Garden application from a proposal that's asking for support from the Fund. If a decision is made to pursue this approach, it will be necessary to clarify that an application not requesting funding still needs to be turned in to CAC. This is a topic for the 2014 growing season process, not this year.

January - now #7. For possible gardens, "proposed details" forwarded to RE for potential drafting of leases. If the review is unfavorable, as above, \*\* will direct the reader to an explanatory note at the bottom of the chart.

January/February old #7 is new #8. "NGF Committee approves proposals seeking funding."

New #9 (taking language from second clause of old #7) should read "Leases with CAC for gardens (whether funded or not) are drafted by RE."

March/April old #8 becomes new #10. Steps will remain the same in 2012, but the City Attorney's office (Doran Viste) has indicated that this process could be changed by an ordinance that enables the executive director of whichever department has decision-making authority over a particular parcel of city-owned land, (e.g. Parks, Water Utility, City Engineer) to sign off on the leases once they have received the approval of their citizen board or commission. This takes the Plan Commission and Council out of the process – the steps that caused delays of 7 weeks in 2012.

The committee expressed a hope that the changes discussed tonight could be made in time to show the Food Policy Council at it's first meeting the next day (10/24/12). This "fourth draft" could provide a starting point for a working group created by FPC (including representatives from Community Gardens, Parks, and the Mayor's Office) but it's likely that a new city-wide policy will not be in place until the 2014 growing season.

Shiveley will edit the timetable and send it to Rutledge for review as soon as possible. While it will be utilized only by the Parks Department in 2012/13, this timeline could become the template for other departments that have control over city-owned lands that might host community gardens.

Olsen asked how to make information available about previous proposals, (e.g. areas in particular parks that have been ruled out), so people can be aware when considering new applications. The committee felt it was important to maintain privacy of those involved in past applications, so it was probably best for CAC to be the keeper of this information.

Woulf asked how it's decided who gets the new garden plots we're able to create? Gardeners decide, can't exclude anyone by class, etc. City doesn't really have a policy about this right now. Some gardens give preference to those who live nearby. Waiting lists are for each garden, generally first come-first served; but access to small numbers of plots in high density areas may be harder.

Woulf explained that Mayor Soglin believes that gardens are like sports facilities in parks, e.g. basketball courts – not everyone uses them, but they still need to be there for those who would. He is very supportive of community gardens in public parks, and wants to see a city-wide policy in place as soon as possible. FPC can create a working group to get the right people involved, but will come back to the CGC for review. At next meeting of CGC will want someone from CAC, Parks, etc., to participate. Not sure we can get it ready in time for new growing season.

Fey circulated an email she had received from Alder Ellingson on 10/5 about gardens in general and Brittingham Park in particular, and her response to all its recipients explaining the committee's work on these issues to date.

### REGULAR BUSINESS REPORTS

[18897](#)

CDBG Update

No report. Alder Matt Phair has resigned from Community Gardens because he's been appointed to the new Food Policy Council. Fey suggested asking Monya Choudhury, who has served as a CDBG member on the Gardens Committee in the past, whether she would like to serve again.

[14868](#)

Planning Update

The new Zoning Code has been adopted by the Common Council, and will take effect in January 2013. The committee asked Fey to explain what provisions are relevant to the committee at the meeting in December 2012.

[08283](#)

New Garden Fund

**Attachments:** [Disbursement and Awards 2005 - 2012.pdf](#)  
[Gardens Working Group ReportFINAL.pdf](#)  
[New Garden Fund letter of Agreement 2012.pdf](#)

The applications are available. Nancy Dungan, who was not able to attend the meeting today, will follow up on the letter of agreement with CAC, and report at the December meeting.

[08281](#)

Parks Update

Over 80 applications have been received for the new post of Executive Director of the Parks Foundation; although this may be because of some confusion over the level at which the position was posted.

15100

Garden/CAC Reports

Garden Days were very successful (September 28-30) with over 400 participants across the city.

The Harvest Potluck is being held at the Catholic Multicultural Center on October 29th, including a slideshow of images from Garden Days.

Leadership Conference is being planned for February 2013.

A group in the Brentwood neighborhood is officially pursuing a garden in Warner Park and may be applying for New Garden Funds. They have been working with the Neighborhood Resource Team and have lots of ideas.

CAC is busy helping to put gardens to bed for the winter, shutting down water hydrants, etc.

**ANNOUNCEMENTS**

Fey reported that she has been appointed to chair the new Madison Food Policy Council that will hold its first meeting on October 24th, National Food Day, and shared the list of members with the committee.

**ADJOURNMENT**

Muellenberg motioned to adjourn the meeting; motion was seconded by Nekola. Motion passed unanimously and the meeting was adjourned at 7:05 p.m.