



City of Madison

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

Tuesday, February 26, 2013

5:00 PM

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

1. CALL TO ORDER / ROLL CALL

Present: 8 -

Nan Fey; Justin O. Markofski; Madelyn D. Leopold; Annette M. Nekola;
Joseph E. Muellenberg; Danna J. Olsen; Jill Schneider and Melissa Gavin

Others present: Nancy Dungan (CDBG), Mark Woulf (Mayor's Office), Michelle Shiveley and Chris Brockel (CAC) and Aislynn Miller (potential member),

2. APPROVAL OF MINUTES

The minutes from January 22nd were approved unanimously subject to some corrections.

3. PUBLIC COMMENT - None

4. DISCLOSURES AND RECUSALS

None.

5. NEW BUSINESS

6. [08284](#) Garden Plot Fees

Attachments: [Garden Plot Fee Chart 2011-12.pdf](#)
[Garden Plot Fee Chart 2013-14 draft.doc](#)

The committee was reminded that fees had not been revised for many years until 2008, when a working group convened to study the issue, invite feedback from gardens and gardeners, and established this framework for plot fees in city-supported community gardens. Nancy Dungan circulated charts showing Income Limit Guidelines for 2012 and 2013 that provided relevant income figures to be compared to those on the current Plot Fee Chart. There was considerable discussion about whether gardens could charge fees that would cover their expenses – and it became clear that gardens were finding different ways of accomplishing this goal.

In light of this discussion, Fey moved (Gavin seconded) a recommendation that the Garden Plot Fees be maintained at their current level, but with the addition of clarifying language to the chart for 2013/2014. Beneath the chart, the second sentence should be revised to read as follows: "They are based on County and Federal Income Guidelines that are reviewed every two years, and are intended as minimum fees; individual gardens may increase fees or add surcharges as needed to cover expenses." The motion was passed unanimously.

Once these changes have been made to the chart, it will be posted on the websites for the Community Gardens Committee and the CAC, who will also announce it to their garden coordinators this spring, calling attention to the changes and emphasizing the importance of contributing 10% of their garden fees to the New Garden Fund every year.

7. OLD BUSINESS

8. [24313](#) Meeting Schedule for 2013

Dates have been set for all meetings except August and December. The committee will revisit this issue when the two vacancies on the roster have been filled, hopefully by June.

[28453](#) Garden Leadership for Long-Term Sustainability

Attachments: [Garden Leadership Doc 10 23 2012.docx](#)
[CAC draft Garden Compact 2013.doc](#)

The CAC representatives who brought this issue before the committee were absent from this meeting, so the committee decided to defer discussion until March when Joe Mathers and Micah Kloppenberg are both expected to attend.

9. [25721](#) Siting Gardens in Parks

Attachments: [Timeline for Gardens in Parks 11-29-12.pdf](#)

Kay Rutledge attended the meeting to update the committee and take questions on the Timeline for Siting Gardens in Parks since it was last on our agenda in October 2012. She confirmed that the current version is the "working draft" dated 11/29/12, which has been approved by the Food Policy Council and the Parks Commission (with the understanding the timeline does not preclude projects that may be proposed with a different timeline). The committee recommended removing the word "Fund" from references to the New Garden application process, and that, with that change, the current draft become the "final" timeline dated 2013. Rutledge will make these changes, post the timeline on the Parks website, and provide the final version to CAC.

The timeline is being utilized to guide the Brittingham Park process, with a lease expected to be ready for consideration by the Common Council in March.

10. **REGULAR BUSINESS REPORTS**

11. [28455](#) Food Policy Council Update

Mark Woulf reported that the discussion of Goals for 2013 will continue at the next meeting on March 6th. Two ordinances will be introduced this evening to the Common Council, in an effort to permit gardens in street terraces and planting edible landscaping on City-owned lands; both will be referred to the Community Gardens Committee for input and a recommendation in the coming months.

12. [08281](#) Parks Update

The Parks Commission was pleased with the Timeline for Siting Gardens in Parks and, at the same meeting in January, approved the garden proposal for Brittingham Park. They are waiting to see whether the James Madison Park proposal will be ready for consideration in March.

The Parks Foundation is still involved in the hiring process for its first Executive Director; it will be interviewing candidates next month. Leopold is developing a grant-making process for the group to be proposed at its meeting in March so that requests -- like the one Shively made last month when she presented a budget for starting the garden in Brittingham Park this spring -- can be considered for funding.

13. [18897](#) CDBG Update

14. [14868](#) Planning Update

The ordinance proposals from Food Policy Council will come to Plan Commission, as well as Community Gardens Committee, in the months to come.

15. [08283](#) New Garden Fund

Nekola reported on last year's projects.

- Elvejhem received a grant of \$200, which they used for the City lease; the garden plots were created in the fall of 2012.
 - Leopold school and park proposals were installed in the spring of 2012; they received \$300 and \$350 respectively.
 - Brittingham Park proposal was granted \$550 for the 9 plots proposed in the spring of 2012. Because no site could be agreed upon, the money was returned to the fund.
 - James Madison Park proposal was granted \$200 in the spring of 2012, but because no site could be agreed upon, the money was returned to the fund.
- ACTION ITEM:** The subcommittee's recommendation for 2013 is to grant the maximum amount allowable, \$2000, to the Brittingham garden proposal that was approved by the Parks Commission in January. A motion by Leopold/Muellenberg to accept the subcommittee's recommendation was approved unanimously.

Other activities of the NGF subcommittee included review of the Timeline for Siting Gardens in Parks, which it approved after a few small changes to dates so they fit with their process. Members met with CAC to make certain changes in the NGF application, e.g. asking for more detail on proposed budgets. Considering a tour of previous grantee locations during the summer of 2013. The subcommittee wants to think about how to collect the 10% of fees from gardens and make sure it's getting into the New Garden Fund.

16. [15100](#)

Garden/CAC Reports

The leadership conference, held on February 16th at Warner Community Center, was very successful, and was attended by a number of committee members. Focusing on leadership and operations (rather than seed-starting and other gardening practices) was a welcome change, and created a good environment for networking among garden coordinators. CAC is hoping to build on the momentum from the conference by holding more informal gatherings throughout the gardening season.

Brittingham Park garden expects the City's lease to be ready within the next month.

James Madison Park process is slow, due to changes in leadership, but may be ready for a presentation to the Parks Commission at its meeting in March.

Registrations have already begun at some gardens!

Michelle Shively is leaving CAC to pursue a masters degree; her position will be filled by Shelley Strom. Leopold brought a cake to thank Shively for her work and wish her well.

17. **COMMUNICATIONS**

None.

19. **ANNOUNCEMENTS**

The Dane County League of Women Voters is devoting its March Issues Forum to our local food system, and what local government and private initiatives can do to make fresh, health food available to everyone. The event will be held on March 6th at 7pm in the Capitol Lakes (Meriter) Retirement Community Grand Hall at 333 West Main Street.

20. **ADJOURNMENT**

A motion to adjourn by was by Fey and seconded by Markofski. The motion passed unanimously and the meeting adjourned at 6:40 p.m.