



# City of Madison

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

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Tuesday, April 28, 2015

5:00 PM

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

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### CALL TO ORDER / ROLL CALL

Schneider called the meeting to order at 5:14 pm.

**Present:** 6 - Greg L. Rosenberg; Aislynn H.C. Miller; Annette M. Nekola; Nan Fey;  
Danna J. Olsen and Jill Schneider

**Absent:** 2 - Steve King and Madelyn D. Leopold

**Others Present:** Shelley Strom, Mark Woulf, Tracey Hartley, Brittany Rush

### APPROVAL OF MINUTES

Fey made a motion to approve the minutes of March 24, 2015. Nekola seconded the motion. Motion passed by a voice vote.

### PUBLIC COMMENT

None

### DISCLOSURES AND RECUSALS

None

### NEW BUSINESS

None

#### [38117](#)

Review Mission of Community Gardens Committee April 2015

It is important to determine what this Committee's role will be going forward. Nekola stated that the group must recognize that the duplication of efforts can be a diversion of efforts. Schneider had reviewed the missions of this committee, the Gardens Coalition, the Madison Food Policy Council, Dane County Food Council, the Gardens Network and even the Master Gardeners, concluding that they may have overlapping missions especially in advocacy for gardens. Fey suggested reviewing closely these overlapping groups' missions to identify overlaps and gaps, and determine what each is doing for the Gardens Network Advisory Team. Fey provided copies of two reports the committee has produced describing its work from 2003-2007 and 2008-2011 as background on its role for purposes of this discussion. Schneider stated that the list of functions of the committee from the resolution is interesting and should be reviewed in terms of what the committee currently does and what

the committee is listed as doing.

Fey stated that she and Schneider would send out an email asking members to review the status reports and other items, indicating what to read, and in what order, so members can prepare for the discussion. Schneider will also create a document with all of the organizations and their missions and get it to Rosenberg to make a grid of the areas in which the organizations overlap. Woulf stated that the question is how to set up the Advisory Team in terms of the role this committee and other groups play.

## OLD BUSINESS

### 38118

New Garden Fund Issues April 2015

Nekola reiterated that the purpose of the discussion is to outline tasks of the New Garden Fund to determine the role Community GroundWorks would take. She has made an outline of tasks and sent it to Shelley Strom and Micah Kloppenburg who they will meet with on the topic.

Woulf stated that over the next month, Community GroundWorks will likely be able to check in with Madison Community Foundation (MCF) on the transfer of New Garden Fund monies currently being held there. Once the formal agreement is in place, there can be a larger conversation about funding.

Schneider stated that currently this committee determines the role of the New Garden Fund and this may be something to consider when reviewing the missions of each organization as discussed in item 38117 above. The item will stay on the agenda and the committee can revisit the topic once Nekola and Shelley have more information.

### 38119

Status of Community Gardens Program April 2015

Woulf stated that there is now a signed contract with Community GroundWorks for gardens programming. The CDBG funding proposal was approved by Council, and Community Development will be working with GroundWorks and Extension.

An MOU specifying what the City and Extension will do to support GroundWorks has been approved by the Extension Board, the GroundWorks Board, and the Common Council. Authorization to sign the MOU with GroundWorks and the City should be approved May 5th and the MOU signed shortly after.

Additionally, the master lease of community gardens on City-owned lands will be introduced to Council on May 5th, then go to the Parks Commission, Board of Public Works, Plan Commission and others referral committees for input. The language in the master lease was kept as standard as possible, while providing some flexibility for the Mayor's Office and GroundWorks to make changes (i.e. adding a fence) without going through the whole City Council process. Leases held by gardens that are not on City lands will be taken over by GroundWorks. Woulf will share a copy of the proposed master lease between the City and GroundWorks with the committee.

In the context of the committee's "mission discussion" it will be helpful to

determine what topics the Gardens Network should hear about on a quarterly basis and what sort of things should be looked at more frequently.

**38120****Sheboygan Gardens Update April 2015**

Fey reported that the Department of Administration (DOA) contacted Sheboygan Garden representatives about doing soil borings on that plot of land. The new building will not be located on the parking lot, it will be on the garden land so there needs to be a plan for next year. At this time, Fey does not know if they will be able to plant this year. It is unclear what City Parks can do at this point in terms of finding a site.

Woulf stated that as far as urgency in timing goes, the State can move ahead with their building project without any City approvals, which explains why they are using the area of land where the garden is. (If they wanted to build on the parking lot or anywhere that's been developed, they would need a demolition permit) There are not too many Parks in immediate proximity other than Rennebohm, which is highly used. In phase two, when the building is demolished, they may be willing to look into adding garden space.

**REGULAR BUSINESS REPORTS****38121****Food Policy Council Update April 2015**

Fey reported that the Food Policy Council recommended approving the MOU between the City and the Gardens Network. There is a new resolution about developing a Healthy Food and Procurement Policy that went to Council and will be pursued by a work group. The Food Policy Council's first Progress Report is almost done and Fey will bring it to the committee. The Edible Landscape Permit pages will go live on the City's website in the next week; a couple of projects will be piloting the process this season.

Woulf reported that the application process allows permits on City lands for edible landscapes. It is more informal because it is not exclusive use. On the website, there's an interactive map that the public can access showing all City land that could be proposed for an edible landscape. Citizens can contact the departments that own the land to get more information before going through the application process.

Woulf reported that Letters of Intent for the Allied Dr. low interest loan are due on May 15th. They had a Q&A session last week and it will be interesting to see what the City gets back. There is also a fund for Healthy Food Retail projects that will be part of the grant process. The City will be gathering information for both processes and see how it relates to supporting food retail and food access programs.

**38122****Parks Update April 2015**

Hartley confirmed that the community gardens lease agreement is going to the Parks Commission.

Schneider talked about the Gardens Network Operations Team, representation on the team from the City, and whether that is part of Tracey's role. Woulf

stated that the Operation Team and the City's role are slightly separate and gardens questions should go through Mark until Tracey's role is defined going forward.

[38123](#)

CDBG Update April 2015

Rosenberg reported that the CDBG Committee adopted funding for Community GroundWorks. Rosenberg would meet with Susan Morrison on Friday to talk about getting Urban Agriculture on the table for Census Tract 20 Neighborhood Plans.

[38124](#)

Planning Update April 2015

No Report

[38126](#)

New Garden Fund April 2015

No Report

[38127](#)

Garden Report April 2015

Schneider reported that the Gardens Coalition of garden leaders that formed at the Summit have met three times. At the first meeting the group talked about the partnership, the history of the Coalition, and the goals of the group, including how they would like to communicate. At the April 9th meeting, Karen gave an update on the Gardens Network. Several questions on funding came up and were answered. Olson will attend the weekly Gardens Network Operations Team meeting on behalf of the Gardens Coalition. Compost also came up at the 4/9 meeting, and the members of the Gardens Coalition decided it was best to let the Gardens Network negotiate rates and delivery methods with the compost providers. At the last meeting they talked about the vision and mission statement drafts, the outreach work group, and projects they could do including garden tours.

Fey suggested that Schneider communicate to the Gardens' Coalition that the committee is having a conversation about mission and how these six organizations relate to one another.

Strom stated that the Operations Team is forming a quasi-staff. They are currently figuring out people's roles and responsibilities. They have met three times and are starting to talk about compost. The County offered to provide compost and deliver it. They asked for a list of gardens that meet the low-income criteria. The County was also willing to have somebody on staff to do loading for the City to deliver compost. There will be compost this year and gardens will be notified this week.

Woulf stated that the Streets Department needs a list of gardens for compost delivery. They will start with low-income areas that can't afford compost first. Two trucks will be running next week: one east and one west. They will continue to deliver until it's gone. Gardens have been notified to contact Joe Muellenberg at Dane County UW Extension to get on the list to have compost delivered.

Strom stated that the Truax Garden got moved and they are currently working through that process. The garden is now bigger and they are adding edible landscape elements. Blackhawk School Garden expanded and there have been several requests around creation of new gardens.

Olson stated that there is a new list serve of the Master Gardeners. You can post new projects and then they connect you with a Master Gardener and they get paid in volunteer hours.

Schneider stated that three Master Gardeners Volunteers (MGVs) attended Troy Community Gardens' Opening Day on April 18th, with the goal of connecting new gardeners with Master Gardeners. The MGVs looked at the new gardeners' plots and exchanged contact information. Schneider would highly recommend utilizing Master Gardeners Volunteers in this capacity at other community gardens.

#### **COMMUNICATIONS**

None

#### **ANNOUNCEMENTS**

Schneider reported that the Madison Area Master Gardeners Association has a tour on June 4th of McFarland Community Gardens and Troy Community Gardens. The Troy tour will be from 1-2:30.

#### **ADJOURNMENT**

Fey made a motion to adjourn at 6:59 pm. Rosenberg seconded the motion. Motion passed by a voice vote.