



# City of Madison

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

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Tuesday, February 25, 2014

5:00 PM

215 Martin Luther King, Jr. Blvd.  
Room LL-120 (Madison Municipal Building)

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### CALL TO ORDER / ROLL CALL

The meeting was called to order by Co-Chair Schneider at 5:07 p.m. Chairing responsibilities were taken over by Co-Chair Fey after the Approval of the Minutes.

Present: 9 -

Steve King; Justin O. Markofski; Madelyn D. Leopold; Aislynn H.C. Miller; Annette M. Nekola; Nan Fey; Danna J. Olsen; Jill Schneider and Melissa Gavin

Also present: Nancy Dungan (CDBG), Joe Mathers and Greta Hansen (CAC).

### APPROVAL OF MINUTES

Leopold corrected the spelling of Grant Frautschi's last name under item 31912 and page 2 and corrected the spelling of Karin Wolf's first name under 08281 on Page 4. She suggested changing "garden" to "gardeners" and changing "disagrees" to "has some concerns" under item 30629 on page 3. Schneider asked for confirmation that Leopold and Mathers will continue to work with Parks on the lease changes because there was a question mark in the minutes about this. They confirmed they will be continuing to work with Parks in the future. The question mark should be changed to a period. A motion was made by Leopold and seconded by Nekola to approve the January 28, 2014, minutes with the changes noted above. The motion passed unanimously with Fey, Olsen and Alder King abstaining due to their absence from the meeting.

### PUBLIC COMMENT

None.

### DISCLOSURES AND RECUSALS

None.

## NEW BUSINESS

- [33153](#) Explore Community Garden Opportunities in Redevelopment or New Development Projects

Fey offered that by the time members of this Committee become aware of opportunities for community gardens in development projects, it is likely too late in the project's planning process to ask about community gardens space. Along with Alder King, this Committee's Plan Commission rep, Fey offered to explore where in the planning process a "check" could be inserted to determine whether there is an opportunity to consider a community garden. Dungan suggested they include City Planning Department staff to see if they can be of help in making this Committee aware of projects with community garden opportunities and offer advice on how best to ask a question early in the planning process. Fey and Alder King will report on their progress at our March meeting. We will forego including this topic as a separate, regular agenda item. Any community garden opportunities that arise as part of development projects can be discussed under regular business item 14868 – Planning Update. If anyone becomes aware of opportunities they should make Fey and Alder King aware of them for follow-up with the Planning Department.

## OLD BUSINESS

- [32247](#) Status of Community Gardens Program - Update from Community Action Coalition

The Community Conversation on Community Gardens is scheduled for March 4 from 1 4:30 p.m. at Christ Presbyterian Church, 944 E. Gorham Street. Fey asked for a show of hands from those who could attend the meeting and serve as facilitators for the breakout sessions, and almost everyone will be able to attend. She stressed to the Committee members that although our Committee will be representing the City and will take a leadership role as the process moves forward, we shouldn't feel we are participating just as facilitators: we should contribute at the meeting and offer insight from our experiences with community gardens. Greta Hansen reported that approximately 50 people are expected at the meeting. Sharon Lezberg and Mindy Habecker from UW-Extension will serve as overall co-facilitators for the entire meeting; CGC members will receive training as facilitators of the table conversations from noon-1pm before the meeting begins. CAC staff will be there as "listeners" and notetakers. Hansen will open the meeting with some historical perspective and explain what has led to this meeting. Two CAC Board members will be in attendance. Hansen reported the CAC Finance Committee met February 24 and spent a considerable amount of time discussing community gardens. It doesn't appear there is any way for CAC to have a community gardens program next year in the same form it has existed in the past.

After the community conversation meeting on March 4, Hansen said CAC will take the findings and likely form a smaller work group with members chosen from the attendees of the March 4 meeting. Subsequent to that, they will meet with community garden leaders to update them on the progress that has been made to that point. Hansen needs to make recommendations to the CAC Board at their August 2014 meeting. Dungan informed the group that CDBG funding applications are due the first week in June. Discussion ensued about how CDBG funding could be acquired during this period of time when it may still be undecided as to the entity or entities that will operate a community gardens program. Fey said our Committee should be considering what our next steps will be as a Committee and whether there are other entities we believe should be involved in this process. This will be discussed further at our March meeting. Hansen will make the list of the March 4 attendees available to the Committee. Woulf suggested that an important take-away from the March 4 meeting be that a community gardens program needs to be sustainable and that we do not lose sight of that goal. He suggested our Committee should take the lead on making sure that happens.

Fey reviewed the questions that attendees will be asked to consider during the two break-out sessions. The facilitators will distribute those to Committee members prior to March 4. Schneider asked how the discussion paper Mary Michaud prepared will be used at the meeting. Rather than just handing the paper out at the meeting, Hansen was asked to distribute it in PDF format via email to attendees prior to the meeting. Hansen will follow up with Mary Michaud to get the final version to distribute.

Markofski asked Hansen how CAC staff input will be obtained if they are to be "listeners" at the meeting. Hansen will offer some CAC input in the form of her presentation at the beginning of the meeting. Additional input from CAC will be offered during the work group phase.

Woulf and others felt it was critical that next steps be outlined at the end of the March 4 meeting and a method devised to determine who should be part of the work group. Hansen will follow up with Sharon Lezberg and Mindy Habecker to work out how best to accomplish these goals.

31912 New Garden Fund Issues

**Attachments:** [Gardens Working Group ReportFINAL.pdf](#)  
[New Garden Fund Issues Discussion Document for 12-3-13 Meeting.pdf](#)

The work group will meet again after the community conversation scheduled for March 4. Leopold reported that she met with Grant Frautschi, President of Madison Parks Foundation (MPF), and he was open to the possibility of transferring the New Garden Fund monies from CAC to MPF as long as there were few transactions with the account. MCF would waive its standard fee but retain any interest the account earned, and expect that this would be a temporary solution for perhaps a year. Leopold will follow up after the community conversation scheduled for March 4.

31106 Sheboygan Gardens

Nothing to report.

30629 Parks Department Pre-approved List of Improvements at Community Gardens

**Attachments:** [Draft Garden Lease Language for Discussion 10-22-13 Item #30629.pdf](#)

Mathers and Leopold have not pursued the lease changes since Kay Rutledge's initial review of the proposed changes. Leopold suggested that it might be best to follow up with Parks on the lease changes once it becomes clearer which organization(s) might become the lessee if the community gardens program doesn't stay at CAC.

28453 Garden Leadership for Long-Term Sustainability

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

No news. The group will meet again after the community conversation on March 4.

## REGULAR BUSINESS REPORTS

28455 Food Policy Council Update

Fey reported the Food Policy Council (FPC) recently discussed the Federal Farm Bill cuts to the SNAP Program and the Heating Assistance Program. SEED grant applications were due on February 7, and 26 applications were received. The SEED grant subcommittee for the FPC met February 22 to review the applications and likely will have recommendations to the FPC at its next meeting on March 5. Fey also reported progress has been made on drafting the guidelines for the Terrace Plantings and Edible Landscape ordinances. The full FPC will have final approval. Kyle Richmond, a member of the FPC and a Dane County Supervisor, has been asked to speak in Iowa about food-related initiatives in Dane County. The FPC will be receiving a regular monthly report from a representative of Madison Public Health.

[08281](#)

Parks Update

Attachments: [Brittingham Garden Update Sept 2013.pdf](#)

Leopold reported that a working group has been created for the fence project at Brittingham, and she will report to the Committee regarding their progress at future meetings. The Parks Commission has adopted a land management policy covering such things as operation of chain saws in Parks, etc. Gavin inquired whether the policy has guidelines about burning of noxious weeds at community gardens in parks. Leopold will look into this and report back. Schneider offered that the City Streets Department currently picks up trash bags of garlic mustard, and they are disposed of separately from other yard waste. If burning of noxious weeds is not allowed, we could pursue this alternative with the Streets Department

[18897](#)

CDBG Update

Markofski reported that the Spring Emerging Opportunities grant applications are now being reviewed. Approximately \$1 million in funds have been requested. Dungan informed the Committee that an application requesting \$20,000 was received for a project called "Gardens for Empowerment." This is a youth employment program where youth are hired from two different neighborhoods in Madison. Projects include cleaning up areas and working on front yard and community gardens. The CDBG Committee will be meeting the third week in March, and Markofski will report back regarding the grant recipients at our next meeting.

Markofski also informed the group that there will be a public hearing on March 20 at 5 p.m. regarding the 5-Year CDBG Funding Framework and Greta Hansen has been invited to speak at the CDBG Committee meeting in April. He will send details regarding both meetings to Lisa Olmsted for distribution to this Committee and asked the members of the Committee to consider speaking in support of community gardens at these meetings.

[14868](#)

Planning Update

Nothing to report.

[08283](#)

New Garden Fund

Nothing to report.

[15100](#)

Garden/CAC Reports

Mathers reported that Marlborough Community Gardens is looking for a fiscal agent when submitting grant applications. He also reported that CAC has been working with the Vera Court Neighborhood Center group as they begin to plan for a community garden. Schneider gave an update from the group's last meeting; another meeting is planned for March 6.

**COMMUNICATIONS**

**None.**

**ANNOUNCEMENTS**

**It was decided that the April meeting would be April 29th.**

**ADJOURNMENT**

**Markofski moved to adjourn and Nekola seconded. Motion passed unanimously and the meeting was adjourned at 6:45 p.m.**