



**To:** PARK BOARD

**Agenda Item #:** VI. B.

**From:** Ann Kattreh, Director  
Parks & Recreation Department

**Action**

**Discussion**

**Date:** February 12, 2013

**Information**

**Subject:** Yorktown Park Pilot Community Garden Rules and Policies

**Action Requested:**

Staff requests the Park Board approve the proposed Yorktown Park Community Garden Rules and Policies

**Information / Background:**

A brief history of recent community garden discussions:

- 2009 – City of Edina assesses public spaces for community gardens, action was tabled at that time
- March 2012 – City Council members expressed a desire to revisit the community garden question on public land
- March to June 2012 – **do.town** community conversations identifies a base of supporters
- July 2012 – City Council encourages community health committee to add community gardens to their work plan
- August 6, 2012 – Mayor Hovland and the Council proclaimed Aug. 11th as Community Garden Day – recognizing ALL a community garden brings to your community
- August 7, 2012 – **do.town** begins letter writing campaign City Council and Community Health Committee – 7 letters generated
- September 2012 – **do.town** administers a petition drive at The Durham – resulting in 47 signatures
- October/November 2012 – Community Health Committee recommends to City Council a pilot community garden at Yorktown Park
- November 2012 – **do.town** meets with the Southdale YMCA to confirm their interest in partnering on a community garden project
- December 2012 – **do.town** hosts a meeting at the Southdale YMCA (see attached meeting notes)
- January 8, 2013 – The Park Board selected Ellen Jones and Dan Peterson to serve on the

Yorktown Community Garden Work Group and nominated Dan Peterson to serve as the Chair of that Committee.

- January 2013 – Staff collected community garden data from 16 neighboring communities, compiled the data, completed a project timeline and prepared a Draft Rules and Policies document.
- January 30, 2013 – Recreation Supervisor Donna Tilsner, Assistant Director Susan Faus and Director Ann Kattreh hosted the first Yorktown Park Community Garden Work Group Meeting. There were a total of 9 members present at the meeting in addition to Parks & Recreation Department Staff and Bob Prestrud, our Parks Maintenance Supervisor. The agenda is attached. The work group made several comments regarding the rules and policies which are reflected in the proposed Rules and Policies document.

Work Group volunteers are from the Energy and Environment Commission, Edina Health Committee, Edina Garden Council, Heritage Preservation Board, Southdale YMCA and other interested residents. The final goal of the committee will be to provide a recommendation to the Park Board regarding a pilot community garden project at Yorktown Park. The Committee will determine location, cost, partnership opportunities and policy recommendations for a proposed garden.

As you will notice on the timeline, the schedule is incredibly tight and there is no room for error or delays. We will do our very best to move the project efficiently through this timeframe to provide a community garden opening date in May of 2013.

**ATTACHMENTS:**

- A. Community Garden Rules and Policies
- B. Yorktown Park Community Garden Timeline

## **COMMUNITY GARDENS RULES AND POLICIES CITY OF EDINA**

### **RULES**

Ensuring enjoyable gardening experience for all of the garden community is the primary goal of these rules. For this reason, observe the rules of the garden, and be a good neighbor.

### **PLANS**

1. The size of the plots will be approximately 10x10 and 10x15 in size.
2. There will be a fee of \$25 for a 10x10 and \$30 for a 10x15 plot.
3. Payment can be in the form of a check payable to: **City of Edina**. We also accept VISA, MasterCard and American Express.
4. A waiting list will be maintained if garden plots fill. The waiting list will be based on the date the application form is received.
5. Gardeners may purchase one plot per household.
6. Gardeners may begin planting the second Saturday in May, weather permitting. In 2013 this is May 11<sup>th</sup>. All gardens must be planted by June 3. If you are unable to meet this deadline, please contact the City of Edina.
7. All non-organic materials must be cleaned out by October 30. Plots will be tilled over after that date.

### **CITY OF EDINA RESPONSIBILITIES**

1. City will plow, till, drag, measure and stake out the gardens in the spring.
2. City will till the plots after October 30.
3. City will take registrations and payments for the plots.
4. City will provide access to water.
5. City will provide a designated area to park.
6. City will designate plant refuse piles.
7. City will do an annual user survey to determine satisfaction with their experience.
8. Complaints, policies and mediations will be addressed by the community garden subcommittee with the City of Edina having the final authority. City of Edina does not assume responsibility of acts of vandalism or loss of crops due to thefts.

### **REGULATIONS**

#### **General Rules**

1. Priority for plots is given to Edina residents. If plots remain, they will be made available on a first-come, first-serve basis.
2. Each person must apply each year for a plot. Returning gardeners will be given first preference and permitted to keep the same plot if they wish.
3. Plots are non-transferable. Fees are non-refundable.
4. If you must abandon your plot, please inform the city so it may be re-assigned. If there is no evidence of activity at your plot by June 3, it will be re-assigned. If you are unable to meet this deadline, contact the City of Edina. There will be no refunds on fees paid.
5. Plots are intended for personal use only. Gardening for commercial purposes is prohibited.
6. Gardeners are responsible for planting, weeding, and watering. Harvest produce from your designated plot only.
7. Gardeners are responsible for bringing their own tools. Storage is not provided.
8. Water source is available on site; you will be required to bring your own bucket. Hoses will be provided.

9. Stakes that mark your plot's corners and have your plot name and number must be left in place all season.
10. There will be trash and recycling receptacles on site.
11. A compost bin will be available for your use.
12. Please park in designated parking areas only.
13. Pets are not allowed in the garden area.
14. Insecticides or herbicides may not be used in order to create and nurture healthy soil and a healthy plant environment in the garden.
15. Gardener will not plant illegal drugs or any invasive plants.
16. Tobacco or alcoholic beverages are not allowed in Yorktown Park.

**Planting Rules**

1. Only seasonal (annual) plants may be planted. No perennials, shrubs or trees are allowed to be planted.
2. No individual temporary fencing is allowed. No permanent structures or other decorative items are allowed.
3. Bio-degradable mulch such as compost, leaves, straw and hay are encouraged.
4. Please keep weeds to a minimum.
5. All weeds, cutting and other debris must be removed before becoming a nuisance. Please place these items in the designated area.
6. A walkway must be maintained around each garden plot. Crops, plants, vines, vegetation and weeds must be contained within boundaries of your garden plot. Overlapping on to adjacent pathways or garden plots is prohibited.
7. Anyone not tending his/her plot may risk losing their garden privileges for the year.
8. Non-organic waste (cans, bottles and plastic containers) should be placed in the trash/receptacle barrels provided.

**Please Note: All rules are subject to change**

**CONTACT INFORMATION**

Edina Parks & Recreation Department  
 4801 W. 50<sup>th</sup> St.  
 Edina, MN 55424  
 (P) 952-826-0367

**Waiver to the City of Edina**

In consideration of your acceptance of me or my child as a participant in the Community Garden program, I hereby waive all claims against the City of Edina, its elected officials, employees and its agents, and I release the City of Edina, its elected officials, employees and its agents from all claims for all injuries suffered by me or my child incidental to, connected with, or arising out of our participation in the Community Garden activities for which my child or I am enrolled, including injuries suffered as the result of negligence by the City of Edina or its employees or agents, but not including injuries suffered as a result of their willful or intentional misconduct or gross negligence.

I give my approval to my child's participation in the Community Garden program during the current season. I understand that the program for which I have enrolled or given my child permission to participate in, may be hazardous and that injuries may occur in the normal course of participation. I assume all risks and hazards incidental to my child's or my participation, including transportation to and from the activities. I also understand and acknowledge that the City of Edina has no medical or health insurance covering me or my child.

I understand that Parks and Recreation Department staff or their representatives may photograph participants enrolled in programs, classes or events or enjoying park facilities. These photographs become the sole property of the city and are for Parks and Recreation Department publications, including future activities directories.

I also understand that the information I have provided will be made available only to program staff, the City of Edina's insurer and attorney and volunteers connected with the program, for the purposes of administering the activity and providing parents and children with information regarding scheduling and scheduling changes.

Participant Name: \_\_\_\_\_

Participant Signature: \_\_\_\_\_

Date: \_\_\_\_\_

COMMUNITY GARDEN PROJECT  
TENTATIVE TIMELINE

|   |                  |
|---|------------------|
| Rules and Policies  | February 1       |
| Location and Parking  | February 8       |
| Park Board Approval<br>(Rules and Policies)   | February 12      |
| Soil Testing  | February 15      |
| Garden Design/Site Map  | February 15      |
| Public Hearing Packet   | February 18      |
| Application Form  | February 28      |
| Budget Completed  | February 28      |
| Park Board Public Hearing<br>Park Board Review and Comment on Garden Proposal<br>Public Hearing | March 12         |
| City Council Approval   | April 2          |
| Open Registration Edina Residents   | April 4          |
| Plant Bed Construction  | April 8          |
| Water Source and Garden Fence   | May 3            |
| Grand Opening   | Week of May 13th |