



To: PARK BOARD

Agenda Item #: VI. A.

From: Ann Kattreh, Director
Parks & Recreation Department

Action

Discussion

Date: March 12, 2013

Information

Subject: Yorktown Park Pilot Community Garden

Action Requested:

Staff requests the Park Board review and comment on the Yorktown Park Pilot Community Garden project.

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 the community
- August 7, 2012 – **do.town** begins letter writing campaign with 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 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
- February 12, 2013 – Park Board approved the Draft Rules and Policies document with some revisions requested
- February 27, 2013 – The second community garden meeting was held. The work group discussed the timeline, parking lot, rules, policies, marketing, the application form and master gardener opportunities

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.

Staff is requesting your review and comment on the overall community garden project and on the proposed site plan, including a shared use parking lot with the YMCA. The YMCA is proposing to pay for the construction and maintenance of the parking lot on Yorktown Park property. The City would have reserved spots for gardeners. The net gain in parking spots for the YMCA is 29 spots. There is currently no parking at Yorktown Park. The YMCA experiences significant parking shortages during the winter months. During the summer months, the YMCA's back parking lot is a busy bus staging area for kids programming, day trips and camps. Staff contacted the Durham Apartments to discuss a parking partnership. They stated that they're unable to accommodate Yorktown Park parking. A parking lot in this park will increase the use of the park and give us the ability to program both the community garden and the grassy areas of the park. The Nine Mile Creek Trail will also run on the north border of the park. This parking lot would provide safe access to the trail for walkers or bikers. The engineers estimate for the parking lot is \$66,000. The City proposes to construct the parking lot and be reimbursed by the YMCA for all associated costs.

Staff also recommends constructing a 4' high black vinyl fence around the garden to provide an attractive solution for keeping rabbits and other small animals out of the garden. When fencing is not provided, individual plot holders are forced to put up their own fencing and the area quickly becomes unsightly. Staff recommends a water containment tank in the first season and will budget for a permanent water supply as soon as possible. Bike racks, benches and signage will be provided this year. Staff is currently working on a calendar of educational topics and programming that will be covered throughout the summer. We are working with Larry Cipolla, a master gardener, to determine programming opportunities.

ATTACHMENTS:

- A. Community Garden Rules and Policies
- B. Yorktown Park Community Garden Timeline
- C. Community Garden Site Plan
- D. Community Garden Draft Budget
- E. Map of Yorktown Community Garden
- F. Yorktown Community Garden Public Hearing Letter

**YORKTOWN PARK COMMUNITY GARDENS
RULES AND POLICIES
CITY OF EDINA**

This Community Garden is owned and run by the City of Edina. In order to have a plot in the garden, you must agree to abide by the rules. Any outside people that you bring in to the garden are expected to follow these rules and the plot holder is responsible for communicating the rules to their guests. The rules are created in order to have a fruitful, secure, and enjoyable place to garden.

PLANS

1. The size of the plots will be approximately 10x10 and 10x15.
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. Plots are assigned on a first-come, first-serve basis. Gardeners who have previously gardened at the site who are residents of Edina will be given preference. Garden plots are assigned to one person only and are not transferable. Others may garden at your site, but the responsibility for payment of fees, cleanup and other duties at the site will be the responsibility of the individual whose name is assigned to the plot.
5. Gardeners may rent one plot per household.
6. Priority for plots is given to Edina residents. If plots remain, they will be made available on a first-come, first-serve basis.
7. A waiting list will be maintained if garden plots fill. The waiting list will be based on the date the application form is received. Residents of Edina will have priority.
8. Gardeners may begin planting the second Saturday in May, weather permitting. In 2013, this is May 11. All gardens must be planted by June 3. If you are unable to meet this deadline, please contact the City of Edina.
9. All non-organic and organic materials must be cleared out to ground level by October 30. Plots will be tilled over after that date.
10. 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.

RULES & POLICIES

1. Plots are intended for personal use only. Gardening for commercial purposes is prohibited.
2. Gardeners are responsible for planting, weeding, and watering. Harvest produce from your designated plot only.
3. Gardeners are responsible for bringing their own tools. Storage is not provided.
4. Water source is available on site; you will be required to bring your own bucket. Hoses will not be provided.
5. Stakes that mark your plot's corners and have your plot name and number must be left in place all season.
6. There will be trash and recycling receptacles on site.
7. A compost bin will be available for your use.
8. Please park in designated parking areas only.
9. Pets are not allowed inside the fence of the garden area.
10. Insecticides or herbicides may not be used in order to create and nurture healthy soil and a healthy plant environment in the garden.
11. Gardener will not plant illegal drugs or any invasive plants.
12. Tobacco, illegal drugs or alcoholic beverages are not allowed in Yorktown Park.
13. Only seasonal (annual) plants may be planted. No perennials, shrubs or trees are allowed to be planted.
14. No individual temporary fencing is allowed. No permanent structures or other decorative items are allowed.
15. Bio-degradable mulch such as compost, leaves, straw and hay are encouraged.
16. Please keep weeds to a minimum. If weeds are growing 12" tall on more than 1/3 of your pot or if you have extended your plot beyond the assigned boundary lines, you will be contacted by the City by phone/email. You need to respond to this communication. Gardeners will then have two weeks from the day we notify them to take the appropriate action before the plot will be tilled. You are expected to maintain your plot during any extended absences.

17. 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.
18. Anyone not tending his/her plot may risk losing their garden privileges for the year.
19. Non-organic waste (cans, bottles and plastic containers) should be placed in the trash/recycling barrels provided.

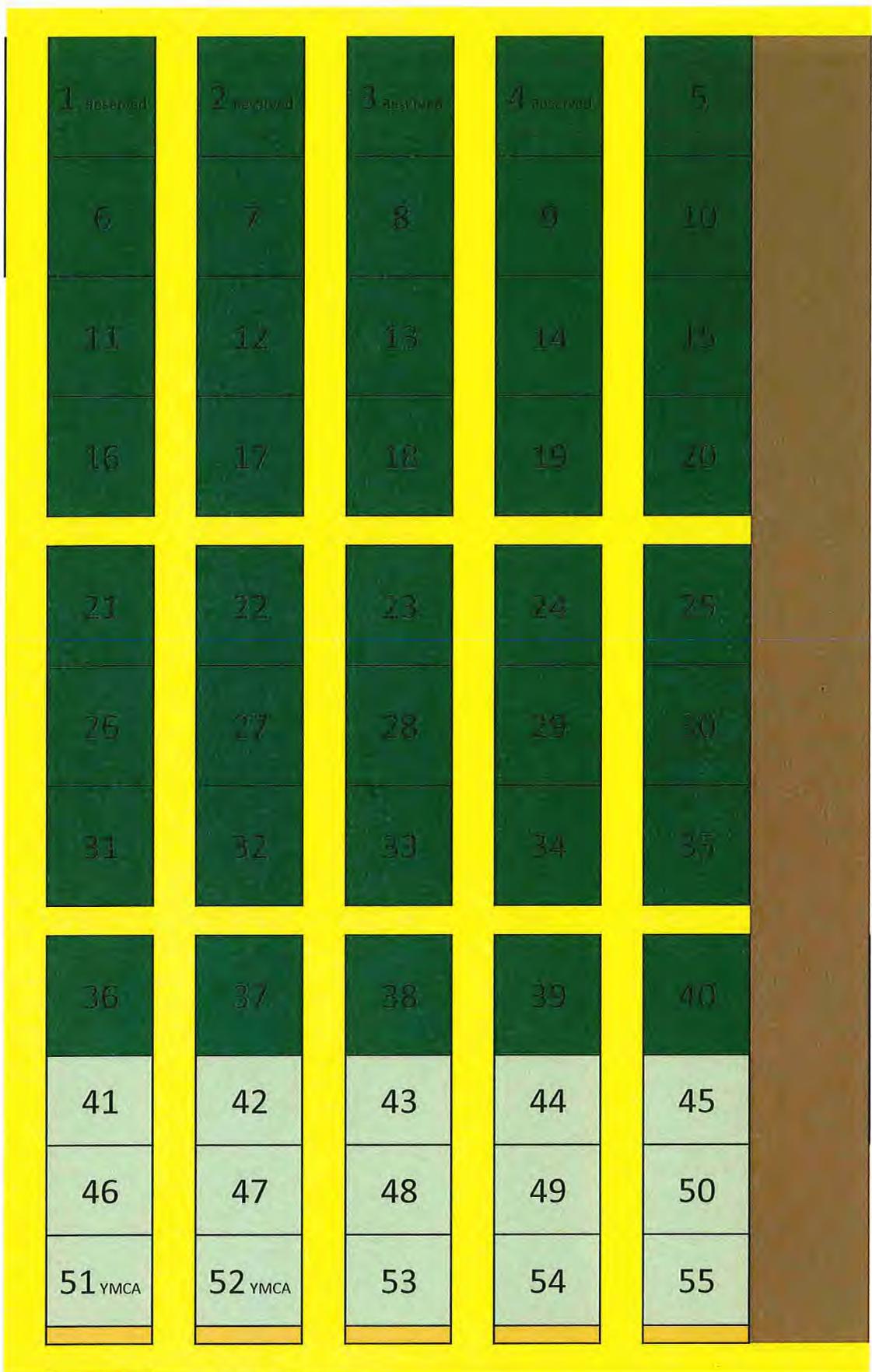
CITY OF EDINA RESPONSIBILITIES

1. City will take registrations and payments for the plots.
2. City will plow, till, drag, measure and stake out the gardens in the spring.
3. City will provide access to water.
4. City will provide a designated area to park.
5. City will provide a portable toilet.
6. City will designate compost site.
7. City will till the plots after October 30.
8. City will do an annual user survey to determine satisfaction with their experience.
9. 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 for acts of vandalism or loss of crops due to thefts.

Please Note: All rules are subject to change

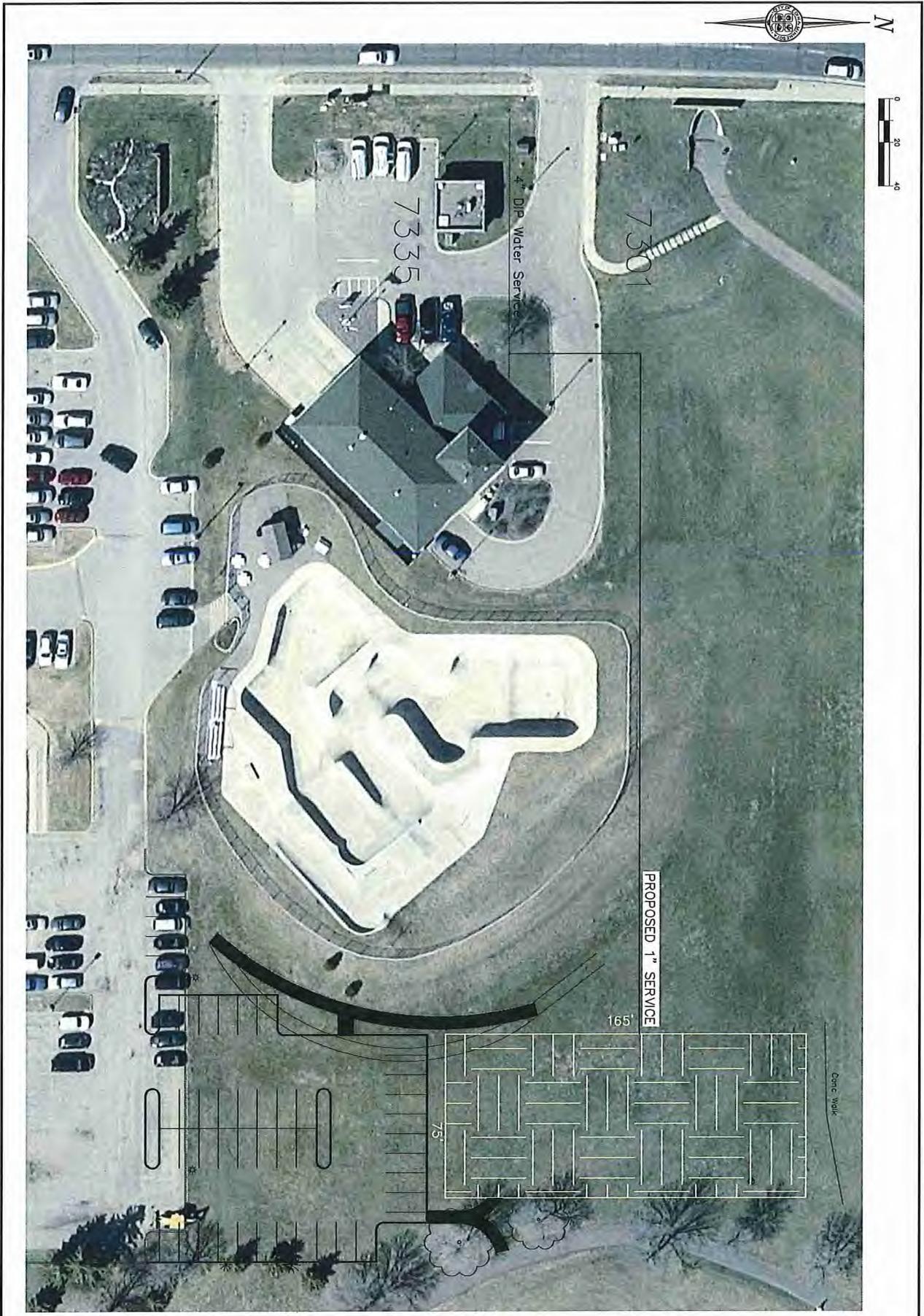
COMMUNITY GARDEN PROJECT TIMELINE

Rules and Policies	February 1
Park Board Approval (Rules and Policies)	February 12
Location and Parking	February 15
Soil Testing	February 15
Site Map	February 28
Application Form	February 28
Budget Completed	February 28
Park Board Public Hearing Park Board Review and Comment on Garden Proposal	March 12
Marketing Plan Finalized	March 12
Educational Plan	March 18
City Council Approval	April 2
Open Registration Edina Residents	April 4
Kick Off Event at Y	Week of April 8
Open Registration for Non-Edina Residents	April 18
Plant Bed Construction	April 8
Garden Fence	May 3
Grand Opening	Week of May 13
Closing of Garden	October 30



10 X 15 Plots
 10 X 10 Plots
 3' Path
 Flower Beds
 Common Area for Composting, Benches, etc.

Line Items	1st Year
REVENUE	
Plot Fees	\$1,575.00
TOTAL REVENUE	
\$1,575.00	
EXPENSES	
Soil Testing	\$4,275.00
Mobilization	\$1,000.00
Chain Link Fence Design	\$8,500.00
Roto Tilling and Topsoil Prep	\$4,000.00
Hydraulic Soil Stabilizer	\$640.00
Compost Bin	\$400.00
Signage	\$1,400.00
Marketing and Promotions	\$825.00
TOTAL EXPENSES	
(\$21,040.00)	
NET REVENUE	
(\$19,465)	



I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA
 DATE: _____ LIC. NO. 43970
 DRAWN: JTC
 CHECKED: CAM
 APPROVED: WOH
 DATE: 2-11-13
 CONTR. # 13-28K
 SHEET 1 of 1

**YORKTOWN PARK
 COMMUNITY GARDEN
 & PARKING LOT**



CITY OF EDINA
 7450 METRO BOULEVARD
 EDINA, MN 55439-3037
 PH: 652-826-0371
 FAX: 652-826-0392

**COMMUNITY GARDEN
 & PARKING LOT**

NO.	DATE	BY	REMARKS



February 19, 2013

Dear Resident Neighbor of Yorktown Park,

This letter is to inform you of a proposal to create a pilot community garden at Yorktown Park. At the Edina Park Board meeting on Tuesday, January 8, 2013, the board voted to approve and support a pilot community garden at Yorktown Park and to start a working group to assist with this project. The Working group consists of representatives from the Edina Parks and Recreation Department; Park Board members, Edina Garden Council, Heritage Preservation Board, Energy and Environment Commission and Community Health Committee, Southdale YMCA and interested residents. The Edina community garden working group has already met to draft policy language and define the goals and framework for the community garden.

The City of Edina has been a participant in do.town initiatives related to making the healthy choice the easy choice. Do.town has a goal to increase the number of community gardens and gardening initiatives, which include garden councils, city-sponsored gardens and gardens at schools, apartment buildings and churches. Edina is the only do.town city that does not have a city-sponsored community garden. A petition circulated by do.town at the Durham apartment complex, which is adjacent to Yorktown Park was signed by 37 residents supporting the community garden. In addition, 7 letters were sent to the Edina City Council supporting a community garden resolution that includes both private and public land in the city. In December 2012 Southdale YMCA confirmed their interest in partnering on a community garden at Yorktown Park.

Enclosed you will find the following:

- A map of the proposed garden site and proposed parking lot
- Community Gardens Rules and Policies

The Edina Park Board will meet in the Council Chambers in City Hall beginning at 7:00 p.m. on Tuesday, March 12, 2013 to take action on this proposal. If recommended, this proposal will then go to the City Council on April 2 for their final approval. As always, the public is welcome to attend the meeting and speak to this topic in the Public Hearing portion of the meeting.

We encourage neighbors to register for a garden plot in early April. More information on the application procedure will be available online at www.EdinaParks.com.

If you have any questions about the proposed Community Garden at Yorktown Park or process, please feel free to contact me directly. If you would like to share your comments with the Park Board about the proposed project, please send them to me in writing either by postal mail or email. All correspondence will be forwarded to the Park Board and City Council. Many thanks.

Respectfully,

Ann Kattreh, Director
Edina Parks and Recreation Department
(952) 826-0430 akattreh@EdinaMN.gov

PARKS & RECREATION DEPARTMENT

4801 West 50th Street • Edina, Minnesota 55424

www.EdinaParks.com • 952-826-0367 • Fax 952-826-0385

Master Copy of Emails Regarding the Community Garden – Yorktown Park (as of 2/26/13)

From: MARLYS GRANTWIT [<mailto:marlysgrantwit@msn.com>]
Sent: Tuesday, February 26, 2013 2:42 PM
To: Ann Kattreh
Subject: 2/19/13 Notice on Yorktown Park Community Garden

Dear Ann:

I have several questions:

1. On the map, I assume that Durham Apts are off the map on the top (above the N direction). I assume the garden plots are the spaces on the right with the lines. Right?
2. There has been spaces for kids to play softball in the past. I assume there will still be spaces to the right of the promenade and above the fire station for the kids to still play ball. I believe it is critical that kids be able to play ball.
3. I assume there will be a spigot at the end of the water line where it appears to end at the spaces on the right with the lines. Right?
4. Where is the restroom facility?
5. I do not want my name on my space. OK?

Marlys Grantwit - 7220 York Ave So Apt 221

-----Original Message-----

From: Anne Marie Gromme [<mailto:intergeneration@comcast.net>]
Sent: Friday, February 22, 2013 2:30 PM
To: Ann Kattreh
Subject: Garden

Hurrah! I am all for a community garden and your proposal sounds perfect! I hope it passes without a hitch.

And, by the way, is there any way for an prospective eager gardener to pre-register, to be sure of a plot? If so, I'm in.

Anne Marie Gromme
602 Coventry Lane
Edina 55435
