

# Memorandum

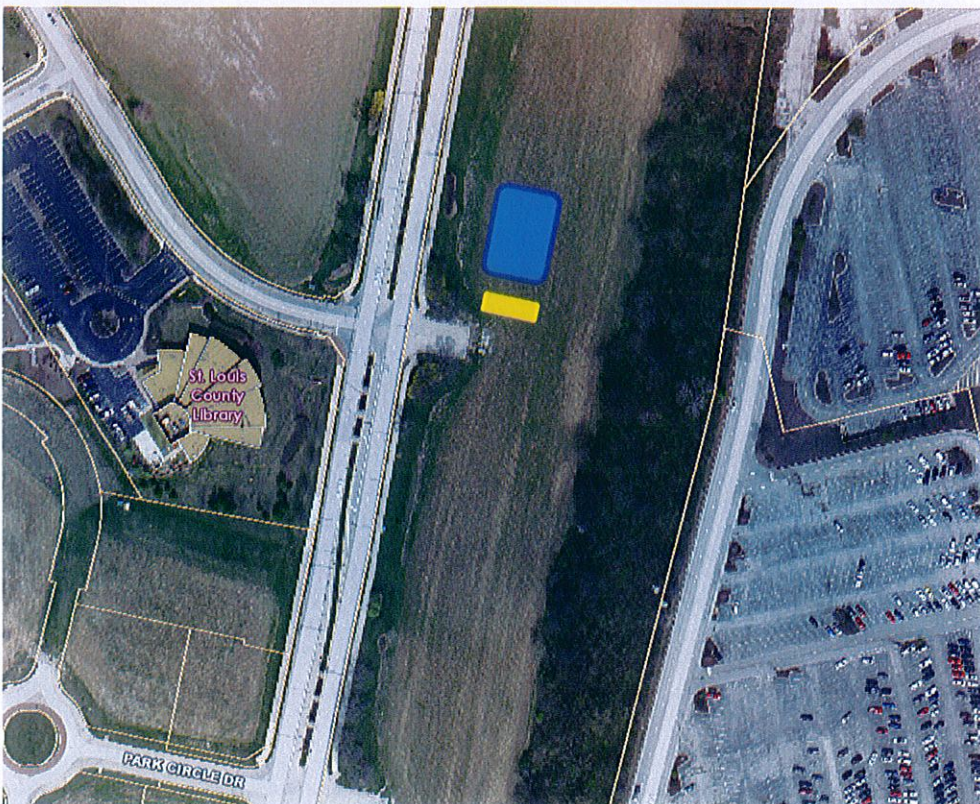


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**To:** Mike Geisel, City Administrator  
**From:** Tom McCarthy  
Director of Parks, Recreation and Arts  
**Date:** 1/12/2018  
**Re:** Community Garden Relocation

Mike, we have to move the Community Garden that was put in off the Parkway at Justus Post and the Parkway due to the property being sold. I have worked out another location with Ami Kutz from Sachs Properties. The new location is just north of the existing garden, directly east of Burkhardt and the Parkway, on the eastern side of the Parkway.

Attached is a picture of the new location. We have removed everything from the original garden location next to Bishop's Post and will be using most of the fencing and other supplies from the original Parkway garden. To relocate the garden, we are looking at an estimated \$8,500 price tag. With the close proximity to the original Parkway garden, we don't feel that we will lose any of the current plot holders. If we do, we still have seventeen residents waiting for plots currently and, as spring approaches, we will add additional residents to the waiting list.



Blue rectangle denotes placement of garden, yellow area will be the parking area

We will stick with the same plot sizes (8' x 4', 8' x 8', 8' x 16') and we will add a few additional plots depending on the actual layout. Our Parkway Garden had 6, 4' x 8' plots, 21, 8' x 8' plots and 9, 8' x 16' plots which brought in \$4,050 in the two years it was in existence.

**Budget Break Down**

Water tap and hose bib installation for watering	\$ 3,000
Soil mixture for garden	\$ 3,000
Fence	\$ 1,000
Wood for raised beds	\$ 1,000
Rock	\$ 500

**Garden Relocation Improvement Cost \$8,500**

General information on initial funding for the Parkway Community Garden in 2016 was \$30,000 from the Parks Fund- Fund Reserve. Staff completed the garden build and, in the end, the complete installation of the Parkway Community Garden ended up costing \$16,752.37.

The projected fund balance for the Parks Sales Tax Fund–Fund Reserve account on 12/31/17 was projected to be at \$1,919,275.

I would like to request that this information be forwarded to the Parks, Recreation and Arts Committee of Council, in hopes of a positive recommendation to transfer an amount not to exceed \$8,500 from the Excess Parks Fund- Fund Reserve account, to provide for the construction funds to relocate our second Community Garden on the above mentioned property that Ami Kutz, Vice President of Sachs Properties, has graciously allowed us to use on an ongoing basis for the next several years or until the land is slated for development.

Our goal is to have the garden reconstructed over the winter months by Park Maintenance staff and open for spring planting.