



Colleyville Community Garden Advisory Committee Agenda

City Hall
100 Main Street
Colleyville, Texas 76034
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Thursday, June 27, 2019
8:30 a.m.

Executive Conference Room
Third Floor – City Hall

- 1. CALL TO ORDER**
- 2. APPROVAL OF MINUTES**
May 23, 2019
- 3. REGULAR AGENDA ITEMS**
3a Updates from subcommittees
- 4. ADJOURNMENT**

I hereby certify this agenda was posted on City Hall bulletin boards Friday, June 21, 2019 by 5:00 p.m.

Christine Loven, TRMC
City Secretary

A quorum of the Colleyville City Council and/or any other Colleyville Board, Commission, or Committee may be in attendance at this meeting.

Any matter on this agenda may, at the discretion of the governing body, be opened for public comment and discussion.

If you plan to attend this public meeting and have a disability that requires special accommodations, please advise the City Secretary at least 48 hours in advance at 817.503.1133, and reasonable accommodations will be made to assist you.

**CCG
MINUTES
Thursday, May 23, 2019
8:30 am
City Hall Executive Conference Room**

Attendees

Committee members: Rich Hendler, Uma Lal, Amanda Novak, Linda Newton, Natalie Genco
City Representative: Lisa Escobedo

Call to Order

The meeting was called to order at 8:30am by Chairman, Natalie Genco

Community Garden Committee Openings

Lisa mentioned that these have not yet been posted and that the city has many openings they need to post.

Approval of April, 2019 minutes

Rich motioned to approve the April 2019 minutes and Amanda seconded. The April minutes were approved.

Implementation of Timeline

Natalie mentioned that we need to begin working more in between our meetings in our committees and coming to our meetings with information and research for us to make decisions on as a committee. She further mentioned that we need to push hard now to get balls rolling or we will begin to miss deadlines. We can back off a bit as we get closer to the big dig date.

In June, we would like to finalize our budget and plan.

In July, we would like to finalize our adopt a plot plan and approve literature.

Linda suggested in July we plan more frequent meetings for Aug and Sept. We will also work on a social media and Facebook plan in July.

Amanda will work on how we will access our shed and on policies and procedures.

Big Dig Date

Amanda planned the Big Dig date for Nov 9. Natalie was concerned this is getting a bit close to the Thanksgiving holiday as we may get rained out on Nov 9 and need to move our dig a week later which would be Nov 16. We agreed to try to move the date to Nov 2. Linda asked that someone check to see if there are conflicts with city or school events on Nov 2.

Garden plan

Amanda mentioned wanting to get new garden drawings done. She mentioned using Marshal Grain or Unique Landscape. Natalie mentioned that Steve Chaney did our original drawings and it would be good to keep him involved as he has a wealth of experience regarding community

gardens and he can help us get master gardeners involved with the project. Natalie can provide contact info for him. Amanda would like a plan with irrigation.

Amanda asked Lisa for a plat of the area. Lisa will provide this.

3-D Rendering of the garden

Natalie reported that the person who had agreed to do this is moving out of the area and can no longer do it.

Fundraising materials

Lynda will put together brochures for Natalie to use to begin fundraising. Lynda will try to get this done in the next couple of weeks. Rich may also help fundraise. Natalie asked Rich to let her know who he contacts so they don't duplicate efforts. Lynda suggested talking about how Colleyville was once the garden center for Tarrant County on the brochures. Everyone liked this idea.

We discussed adding a link to the Colleyville Community Garden Facebook page to the brochure and decided not to at this time. Amanda believed that the Facebook site was not yet active enough. She suggests we first have a social media plan with hash tags etc.

Natalie would like some type of contact info on the brochure. We decided Natalie will create a gmail account for the community garden we can add to the brochure. She asked if anyone else wanted email responses to be forwarded to them. No one else wanted this. We can add a Facebook link to our literature at a later time.

The City of Colleyville Marketing Department can also help make the brochures "beautiful" and do the artwork. Lynda is thinking they will be tri fold.

Next Meeting

Thursday, June 27 was decided on for our next meeting

How much will the community garden cost to implement?

Natalie stated that Dottie Woodson says a community garden can be implemented for as little as \$3,000. Natalie is guessing our community garden would not be more than \$10,000 based on the materials list from Steve Chaney but this will ultimately be determined by how much we get donated and how high we wish to make the beds. Amanda was concerned that soil alone could be \$8,000. We calculated that we will need 132 cubic yards (based on information Steve Chaney provided) and good soil is \$40 per cubic yard at Alpine (without a discount) so this would cost \$5,280 without raising beds. We can better determine our costs once we see what type of discounts we will be able to get.

Sponsorship levels

VOTE: The following levels were motioned to be approved for sponsorship for the community garden, whether monetary or in kind, by Rich and seconded by Amanda. All voted in favor and the motion was approved.

Green - \$250

Bronze - \$500

Silver - \$750

Gold - \$1,000
Platinum - \$2,500

We may also later add founding sponsors or naming sponsors to these levels.

We discussed what these sponsors will get and decided to determine this later but they will likely get their name on a sign or boulder in the community garden and we will announce their names in our advertising. We decided that we don't need to have this in place in the fall when we are working but we do want it in place for our ribbon cutting in spring.

How are donations made?

Lisa clarified that checks for the community garden are written to the City of Colleyville and they should have a notation that they are for the benefit of the community garden.

Committee members

Lynda would like more committee members and mentioned a couple people she would like to ask to join us who she believes would be a benefit to our committee. These are Sammy Bowling, Ronda Wallace, The Koffmans and any McPherson descendants. We all agreed that she should approach them.

MicroLife Organics

Lisa mentioned that she has contact info for the owner of this company and they may be interested in helping us. Natalie asked for the owners contact info.

Facebook

It was suggested that we do a feature on each committee member for Facebook.

Mission and Vision Statement Exercise

Amanda gave everyone a sheet to fill in to help her work on a new mission statement. She asked that everyone email her their responses.

Adjourned

Lynda moved to adjourn the meeting and Rich seconded. Everyone voted in favor.

Minutes submitted by

Chairman, Natalie Genco