

CITY OF ALBANY  
PARKS AND RECREATION COMMISSION  
STAFF REPORT

Agenda date: February 14, 2008

**TO:** Parks and Recreation Commission  
**FROM:** Penelope Leach, Recreation and Community Services Director  
**SUBJECT:** Albany Community Garden Guidelines

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**STAFF RECOMMENDATION**

Approve the Albany Community Garden Guidelines

**BACKGROUND**

The recent renovations at Ocean View Park included a small community garden with 14 raised plots. The Community Garden is located behind the Teen Center, 900 Buchanan Street, next to the grassy area. With the expected popularity of the Community Garden, it will be necessary to establish guidelines to ensure that all participants are treated fairly and equally in their use of the garden and to ensure the garden is properly maintained.

Albany's gardening enthusiasts would like the Commission to have the guidelines approved in time for the spring planting season, which begins in early March. Per the recommendation of the City Administrator, staff has developed a resolution for the Council's approval recognizing the existence of the Community Garden and allowing the approval of the Guidelines to the responsibility of the Parks and Recreation Commission. The resolution will be on the City Council consent agenda on Tuesday, February 19, 2008. Should the Commission agree to approve the Guidelines this evening, the approval would be pending the adoption of the resolution.

**DISCUSSION**

Attached are proposed guidelines for the Albany Community Garden. Although other City's guidelines were researched, staff used the Berkeley Community Garden Guidelines as a model.

There have been two requests made to the Community Services Director regarding plots at the Community Garden. Ocean View Elementary has requested a plot, as has the City of Albany Teen Supervisor. Granting a plot for each of these two groups would be an excellent educational opportunity with provisions to do so outlined in section A.3 of the Guidelines.

The Community Garden is essentially operated by the Plot holder's with a Steering Committee elected by the Plot holder's to manage a number of items including assigning tasks to the Plot holder's to keep the area well-maintained. In an effort to have the Community Garden operating by spring 2008, the Recreation and Community Services Director would like to appoint a volunteer Garden Coordinator and a Secretary-Treasurer

to make up the Steering Committee. After the first four months of operation, per the Guidelines, the Plot holders would elect Steering Committee members.

As stated in the Guidelines, the Steering Committee may revise the Guidelines with the Parks and Recreation Commission's approval.

### Attachments

Draft Albany Community Garden Guidelines