



Sausalito Parks and Recreation Commission
420 Litho Street, Sausalito, CA 94965
Edgewater Room
Wednesday, March 17, 2010 6:30 PM

Agenda

Call to Order

- Approve Minutes of February 16, 2010

Public Comment

Open time for the public to comment on any item not on the agenda.

Business Items

- Presentation Community Garden at MLK Park (Kat Mullins)
 - Oral report and Commission questions
 - PUBLIC COMMENT – limited to 3 minutes/person
 - Council discussion and direction, if any

Director's Report

- FY 2010 Budget Update
- February Statistics
- 2nd Bocce Court at Dunphy Park Update
- Installation of Flag Pole Light at Dunphy Park Update
- Ritter Center Art Houses Update
- Caledonia Street Spring Faire Update
- Vina del Mar Sister City 50th Anniversary Update

Communication Includes selection of Future Agenda items

Commissioners may speak briefly about items of interest to the Commission that did not appear on the agenda. No action may be taken on any items.

Adjournment

Up-coming Community Meetings

- Sausalito Marin City School District Board Meeting March 25th @ 7pm
- City Council Meeting April 6 @ 7 PM
- Chamber of Commerce Mixer April 15th @ 5:30pm – 7:30pm- TBA
- Sausalito Merchants Meeting April 13th @ 8:30am- 9:30am - TBA
- Next Parks and Recreation Commission meeting April 21st @ 6:30pm

Sausalito Parks and Recreation Commission
420 Litho Street, Sausalito, CA 94965
Edgewater Room
Tuesday, February 16, 2010, 6:00pm

Minutes

Call To Order

- The meeting was called to order at 6:18pm by John Lerner, Commission Chair.
- Commissioners Present: John Lerner, Jayne Reichert, Joe Burns and Doreen Gounard
- Staff: Mike Langford- Parks and Recreation Director

Minutes

- Approve Minutes of November 18, 2009 (amended date)
- Motion by John Lerner, second by Doreen Gounard and Joe Burns, ALL in favor
- Approve Minutes of January 21, 2010 (amended date)
- Motion by Jayne Reichert, second by Doreen Gounard, ALL in favor

Business Items

- Possible item: Phil Frank Plaza- plaza not in the Parks and Recreation realm. Will need to go forth the Planning Commission and Historical Design Review Board
- Possible item: Harrison Park- publicly forum needs to be publicized, more information from playground company to come

Director's Report

- FY 2010 Budget Update
 - Expenditure July through January 54% of budget spent for 7 months
 - Revenue: Youth Class Fees 49% low, Adult Class Fees 95% stronger. One more round of sign ups in hopes will bring up the revenue.
 - Joe: How is compare year to date to last year and budget?
 - More analysis to be done. Revenue is up from last year
 - Game Room: revenues will be going up. Waiting on funds from Side by Side group
 - Brochure Advertising Sales 23% sales will be going up. Back page normally \$2000 was reduce to \$1500 in cost to get advertiser. Small ads are an easier sale.
 - Total Recreation revenue to date is 60%
 - Donations from Opera was not fully reimbursed yet.
- January Statistics
 - Jazz by the Bay report- 6 tables sold for Gold Level at \$1000
 - Caledonia Street Spring Faire is combined with the Sausalito Nursery School
 - Spring Cleaning Garage Sales brought back
 - Vina del Mar- 50th anniversary celebration of the Sister City of Chile
 - Bocce League sold out
 - Easter - Staf working on a child ID safety program with the Klass foundation
 - Spring edition of the Sausalito Magazine went out to 6,943 Sausalito Marin City residents, 1,208 PO BOXES, 6,473 Belvedere/ Tiburon residents. Total print run 16,600 Magazine
 - Harrison Park receiving updated plans from Don Olson
 - Chef Series with local restaurants going great more restaurants participating and have increased their attendees

- Edgewater Seniors Club had their January trip to the Santa Rosa Junior College Culinary Program- demo, food and wine.
 - Statistics: \$26,000 collected in revenue, going back to last meeting for December revenues collected was \$7,366.
- 2nd Bocce Court at Dunphy Park update
 - Planning Commission will be reviewing the details on Wednesday
 - Tom Clark representing Bocce Teams will be making a presentation to Planning Commission
- Trimming of Rose Bushes at the Gabrielson Park update
 - Thanks to the Woman's Club and Bill from the Public Works Department
 - Hopes that the Woman's Club will dedicate their efforts in helping out each year
 - John: suggest a letter written to Woman's Club to thank them
- Installation of Flag Pole Light at Dunphy Park update
 - Rotary Club is looking at options for lighting flag pole
 - Will contact Lions Club for permission mount a light on the Gazebo as the Lions Club built the Gazebo.
 - John: Why was original light proposed by Rotary not workable?
 - Rotary Club was going to donate light which was a motion activated spot light. Not designed for continuous use.
 - Solar/LED fixture will cost \$2000, LED uses 80% less energy. 120 volt LED fixture will cost \$800, standard 120 volt fixture will cost \$200- \$250
 - Climbing bushes have been cut back from the Gazebo
- Harrison Park Playground Renovation update
 - Information will be ready by next meeting
 - Met with equipment supplier about different models of equipment to match for continuity
 - Costs are higher than expected
- Ritter Center Art Houses update
 - Will go before Council for approval next week
 - City Manager recommends houses be placed at Robin Sweeny Park and Denphy Park, not at B of A Plaza.
- Caledonia Street Spring Faire update
 - New combined application created by Erin after consulting with the Sausalito Nursery School
 - Bought a website www.caledoniastreetspringfaire.com
 - 320 applications mailed out, combined list from last year and Spring Faire
 - Received 5 applications already
 - Process of reviewing all past applicants to ensure we have correct updated information for mailing
 - Press Releases to various newspapers, Craigslist ad
 - Going after sponsorship goal of \$5000
 - John: Lions Club and Fire department has sponsored the Pancake Breakfast on morning of Street Fair, any word on when the new Fire House will open? The revenue collected (\$3-\$4 K) generally goes to the Fireworks show and would like to get this going again.
 - Mike: will check on availability of Fire House

Communication

- None

Adjournment

- The meeting was adjourned at 7:05 pm

Respectfully submitted,

Mike Langford
Parks and Recreation Director

City of Sausalito																	
Recreation Department																	
Budget 2009-2010																	
		Projected Budget															
Account	Description	2009-10	July	August	September	October	November	December	January	February	March	April	May	June	Total	Difference	% Spent
100-600-1000-110	Salaries & Wages	339,603	30379.36	19090.5	18796.5	23702.2	23278.01	34917.02	23278.02	23278					196719.6	142,883	58%
100-600-1000-130	Overtime	2,000	481.83	63.4	507.19	319.35	126.8	0	0	0					1498.57	501	75%
100-600-1000-140	Transportation Allowance	3,001	346.17	230.78	230.78	230.78	230.78	230.78	230.78	230.78					1969.63	1,031	66%
100-600-2000-215	Cafeteria Plan	38,078	4030.29	2686.86	2686.86	3244.8	3244.8	3528.24	3379.12	3379.12					26180.09	11,898	69%
100-600-2000-220	Social Security	1,668	183.8	109.25	77.66	95.66	58.99	40.67	26.52	37.69					630.24	1,038	38%
100-600-2000-221	Medicare	4,924	452.49	299.89	298.93	374.01	356.51	519.15	347.07	349.67					2997.72	1,926	61%
100-600-2000-230	PERS Employer Contrib.	38,900	3416.1	299.89	2317.06	2948.54	2895.78	4343.67	2895.78	2895.78					22012.6	16,887	57%
100-600-2000-251	State Unemployment	3,396	303.82	203.9	198.8	252.46	242.3	355.02	237.07	238.86					2032.23	1,364	60%
100-600-2000-260	Workers' Compensation	3,362	280.17	280.17	280.17	280.17	280.17	280.17	280.17	280.17					2241.36	1,121	67%
100-600-2001-002	Salary Savings	-	0	0	0	0	0	0	0	0					0	-	#DIV/0!
	Total Salaries & Benefits	434,932	39,874	23,265	25,394	31,448	30,722	44,215	30,675	30,690	-	-	-	-	256,282	178,650	59%
															0	-	#DIV/0!
100-600-3000-320	Professional Services	60,000	1574.48	2298.61	3914.81	8582.56	3526.73	2902.18	4730.66	3859.76					31389.79	28,610	52%
100-600-4000-412	Utilities - Telephone	4,000	0	324.53	317.71	299.24	339.91	324.96	426.38	522.28					2555.01	1,445	64%
100-600-4000-430	Repairs & Maint Buildings	2,000	0	619.57	44.27	59.13	0	0	0	28.32					751.29	1,249	38%
100-600-4000-442	Copy Machine Rental	2,500	106.79	244.47	216.57	214.31	92.39	160.86	258.27	60.87					1354.53	1,145	54%
100-600-5000-542	Advertising - General	1,000	0	0	0	0	0	0	0	0					0	1,000	0%
100-600-5000-581	Conferences	1,500	0	0	50	0	170	0	0	0					220	1,280	15%
100-600-5000-582	Training and Workshops	500	0	0	0	54	75.5	0	0	0					129.5	371	26%
100-600-5000-586	Membership and Dues	1,000	175	100	0	140	219	0	240	0					874	126	87%
100-600-5600-603	Senior Program	6,000	350	928.75	41.19	1335.35	580.4	884.43	120	315					4555.12	1,445	76%
100-600-5600-605	Youth Program	-	0	0	0	0	0	0	0	0					0	-	
100-600-5600-608	Adult Sports	-	0	0	0	0	0	0	0	0					0	-	
100-600-5600-615	Special Events Garage Sales	250	0	0	0	0	0	0	0	0					0	250	0%
100-600-5600-616	Special Events - Other	2,500	0	0	0	448.62	397.14	162.68	264.75	260.22					1533.41	967	61%
100-600-5600-617	Arias in the Afternoon	9,000	0	2619.74	2674.75	397.06	47.09	0	0	0					5738.64	3,261	64%
100-600-5600-618	Caledonia Street Fair	30,000	0	448	0	0	0	0	0	0					448	29,552	1%
100-600-5600-619	Chili Cook Off	6,500	200	80.51	2646.56	1630.43	1177.69	0	0	0					5735.19	765	88%
100-600-5600-620	Easter	700	0	0	0	0	0	0	0	56.5					56.5	644	8%
100-600-5600-621	Fourth of July Fireworks	25,000	24465	26.1	0	0	0	0	0	0					24491.1	509	98%
100-600-5600-622	Fourth of July Picnic	7,500	4911.89	2114.35	878.5	0	0	0	0	0					7904.74	(405)	105%
100-600-5600-623	Halloween	1,000	0	0	0	44.67	619.74	1060.15	300	0					2024.56	(1,025)	202%
100-600-5600-624	Jazz by the Bay	18,000	4125	3432.19	589.55	0	348.91	0	0	0					8495.65	9,504	47%
100-600-5600-631	Brochure	36,500	0	9930.2	0	2500	7647.8	0	10135	0					30213	6,287	83%
100-600-5600-632	Com Center Task Force	-	0	0	0	0	0	0	0	0					0	-	
100-600-5600-633	Parks & Rec Commission	-	0	0	0	0	0	0	0	0					0	-	
100-600-5600-634	Misc. Committee Meetings	500	0	0	0	0	179.23	0	0	0					179.23	321	36%
100-600-5600-639	Memorial Bench Program	4,000	0	0	926	2843.19	0	0	0	0					3769.19	231	94%
100-600-5600-670	Children's Concert Series	1,000	300	0	150	150	0	0	0	0					600	400	60%
100-600-6000-610	Supplies - General	8,000	9.15	1145.01	62.57	852.02	194.91	856.06	96.73	607.04					3823.49	4,177	48%
100-600-6000-611	Office Supplies	5,000	0	1026	133.66	447.1	59.31	379.45	335.76	130.68					2511.96	2,488	50%
100-600-6000-612	Postage	11,000	0	0	60.82	0	2313.67	37.02	2284.85	131.95					4828.31	6,172	44%
100-600-6000-621	Oil and Gasoline	500	0	145.48	0	0	71.33	0	0	40.45					257.26	243	51%
100-600-7000-780	Furniture and Fixtures	1,000	0	911.88	0	0	0	0	0	0					911.88	88	91%
100-600-9100-240	Trsrfr to Vehicle Repl Fund	4,054	0	337.84	337.84	337.84	337.84	337.84	337.84	337.84					2364.88	1,689	58%
100-600-9100-260	Trsrfr to EE Benefits Fund	3,127	0	260.59	260.59	260.59	260.59	260.59	260.59	260.59					1824.13	1,303	58%
	Total Operations	253,631	36,217	26,994	13,305	20,596	18,659	7,366	19,791	6,612	-	-	-	-	149,540	104,090	59%
															-	-	
	Total Parks & Recreation	688,563	76,091	50,258	38,699	52,044	49,381	51,581	50,465	37,302	-	-	-	-	405,822	282,740	59%

<i>City of Sausalito</i>																	
Recreation Revenues																	
Budget 2009-2010																	
		Adopted															
		Budget															
Account	Description	2009-2010	July	August	September	October	November	December	January	February	March	April	May	June	Total	Difference	% Made
100-000-3471-631	Dunphy Park	4,000	224.5	405	260	-778	0	0	65	435					611.5	3,389	15%
100-000-3471-632	Sweeny Park		0	0	144	0	0	0	0	0					144	(144)	
100-000-3471-633	Cloud View Park		-100	0	0	0	0	0	0	0					-100	100	
100-000-3471-634	South View Park		0	0	0	0	0	0	0	0					0	-	
100-000-3471-636	MLK	30,000	455	10640	9774.5	2012.5	278	52	304	1355					24871	5,129	83%
100-000-3471-637	Marinship Park	6,500	0	126	0	4881	0	0	0	0					5007	1,493	77%
100-000-3471-639	Memorial Bench program	12,500	0	7500	0	0	0	479	0	0					7979	4,521	64%
100-000-3472-600	Recreation Fees	-	0	0	0	0	0	0	0	0					0	-	
100-000-3472-601	Youth Class Fees	26,000	1099	1204	3157.57	1759.32	1984.87	901	2685.5	1603.5					14394.76	11,605	55%
100-000-3472-602	Adult Class Fees	28,000	3249	2761	3753	6112	5073	3103	2567.3	4346					30964.3	(2,964)	111%
100-000-3472-603	Senior Program Fees	5,000	566.25	123.75	840	494.25	288.75	78.75	280	489.5					3161.25	1,839	63%
100-000-3472-604	Teen Programs		0	0	0	0	0	0	0	0					0	-	
100-000-3472-605	Youth Programs		0	0	0	0	0	0	0	0					0	-	
100-000-3472-606	Day Camps		0	0	0	0	0	0	0	0					0	-	
100-000-3472-607	Sports Camps		0	0	0	0	0	0	0	0					0	-	
100-000-3472-608	Adult Sports Program		0	0	0	0	0	0	0	0					0	-	
100-000-3472-609	Adult Basketball		0	0	0	0	0	0	0	0					0	-	
100-000-3472-610	Adult Football		0	0	0	0	0	0	0	0					0	-	
100-000-3472-611	Adult Softball		0	0	0	0	0	0	0	0					0	-	
100-000-3472-612	Adult Clubs	2,500	261	231	239	244	284	0	283	377					1919	581	77%
100-000-3472-613	Tennis Programs		0	0	0	0	0	0	0	0					0	-	
100-000-3472-614	Special Interest Trips		0	0	0	0	0	0	0	0					0	-	
100-000-3472-615	Special Event Garage Sales	1,000	0	0	0	0	0	0	0	70					70	930	7%
100-000-3472-616	Special Events - Other	2,500	1180	40	50	285	300	99.84	0	0					1954.84	545	78%
100-000-3472-617	Arias in the Afternoon	9,000	375	685	395	0	0	0	0	0					1455	7,545	16%
100-000-3472-618	Caledonia Street Fair	30,000	0	100	0	0	0	0	0	450					550	29,450	2%
100-000-3472-619	Chili Cook-off	7,800	0	150	5892.15	0	0	0	0	0					6042.15	1,758	77%
100-000-3472-620	Easter Donations	400	0	0	0	0	0	0	0	0					0	400	0%
100-000-3472-621	Fourth of July Fireworks	25,000	18462.83	1994.33	7295	0	0	455	335	0					28542.16	(3,542)	114%
100-000-3472-622	Fourth of July Picnic	4,000	3754.32	1034.84	128	0	0	0	0	0					4917.16	(917)	123%
100-000-3472-623	Halloween Donations	300	0	0	0	650	0	0	0	0					650	(350)	217%
100-000-3472-624	Jazz by the Bay	33,500	4115.61	825.37	250	0	0	0	1000	19750					25940.98	7,559	77%
100-000-3472-625	Facility Rentals	-	0	0	0	0	0	0	0	0					0	-	
100-000-3472-626	Exercise Room	1,600	210	110	110	110	110	-100	456	699.5					1705.5	(106)	107%
100-000-3472-627	Game Room	500	5202	96	-126	142	16	0	0	0					5330	(4,830)	1066%
100-000-3472-628	Senior Center	13,000	2041	380	1661.5	560.5	1552.5	1221	1284.5	1315.5					10016.5	2,984	77%
100-000-3472-630	Gymnasium	46,000	3470	2337.5	352	8444	5775	4289	15901	5562.5					46131	(131)	100%
100-000-3472-631	Childrens Concerts	1,000	0	0	0	0	0	0	0	10					10	990	1%
100-000-3471-640	Brochure Adversting Sales	17,600	0	900	400	0	1100	1000	600	2300					6300	11,300	36%
100-000-3473-681	Donation for Park Improvements		0	1022	445	1358	100	1000	330	0					4255	(4,255)	
100-000-3473-682	Donations - Recreation	16,500	0	0	0	0	0	0	0	0					0	16,500	0%
	Total Recreation Revenues	324,200	44,566	32,666	35,021	26,275	16,862	12,579	26,091	38,764	-	-	-	-	232,822	91,378	72%

Parks and Recreation Department February 2010

Magazine

Transition time between Spring and Summer Magazine development has been productive. Reminders have been sent to contributors and program leaders to get information in by the March 15th submission deadline. New programs and activities are currently under review. By the end of February approximately 60% of the contributor materials for the Magazine have been collected.

Program Highlight

Dragonfly Jewelry Designs is ramping up to bring a craft based summer camp to Sausalito. The Spring course offerings are workshops designed to introduce our local community to Dragonfly Jewelry Designs and begin building buzz for the camps launching in summer. Check out Dragonfly Designs at the Caledonia Street Spring Faire or attend one of their jewelry making classes for adults or bring your kids or friends kids to the kid version. Workshop topics include: working with stamping metal, working with resin and parent and child jewelry making.

Edgewater Seniors Club

February's Seniors Club business meeting was held on the 2nd with a social meeting on the 16th. February's trip was to the Marine Mammal Center with lunch at the Bayside Café. The educational tour reminded us of our stewardship of the water and the interconnectivity of all life within the biosphere while lunch gave everyone a chance to talk and enjoy one another's company.

Rentals

February was a month where rental issues popped up at MLK gym. From unsecured doors to vandalism in the restrooms we've had our share of trials. Growing from our experiences we've tightened up policies and made some security upgrades to prevent and deter incidents from re-occurring while keeping in contact with all rental groups to ensure that these issues didn't become larger problems.

Caledonia Street Spring Faire

In February the Sponsorship committee met and discussed the details on Event Sponsor. A sponsorship brochure and cover letter were created and committee members have begun to speak with potential sponsors.

The Marketing committee also met to develop the marketing plan. A press release calling for artists has gone out, ads have been posted on Craigslist, and a website is being developed (www.caledoniastreetspringfaire.com). 17 vendor applications have been received.

Caledonia Street was measured and a local volunteer is working on a detailed site map.

Vina del Mar Sister City Event

Erin Stroud has been working closely with the Chilean Consulate's Assistants. Erin met with them at their office in San Francisco to discuss final details about the event. The Consulate and his assistants also visited Sausalito again so we could view Vina del Mar park together and work out the final logistics of the event. The decision was made to set up a VIP area with wine and empanadas for invited guests. There will also be wine and empanadas available to be sold to the public.

After the earthquake on February 27th the event was postponed at the request of the Chilean Consulate.

Garage Sale

By the end of February we had 16 spaces sold for the garage sale. The parking lot was measured so booth spaces could be accurately set up. A craigslist ad was created for this event and is posted online every week.

Jazz By the Bay

35 tables have been sold for Jazz. 4 Gold, 25 Silver, 6 Resident. Staff is currently collecting Sponsor Logos for this year's Sponsorship banner.

Staff has received over 50 inquiries from musical groups who wish to play at this year's series. Due to the high number of applicants it is taking some time to select the groups for this year. Selections should be made in time for publication in the Summer Magazine.

Bocce Ball

Staff presented a Staff Report to the planning Commission to have a second court funded and built by volunteers. The plan was approved and construction will begin once weather and ground conditions cooperate.

30th Annual Spring Easter Egg Hunt

Staff is currently working The 30th Annual Easter Egg Hunt. 8000 eggs have been ordered.

Harrison Park

Staff continues to work with volunteer architect Don Olsen on finalizing plans for Harrison Park. The plan will go before both the Parks and Recreation Commission and the Planning Commission in March.

Additional Statistics

- 809 class registrations (December through February)
- \$38,764 in revenues collected
- 75 different classes offered (December through February)
 - 52 different Adult classes offered
 - 23 different Children classes offered
- 19 Edgewater Room rentals

- 11 Exercise Room rentals
- 48 Gym rentals
- 14 MLK Tennis Court rentals



STAFF REPORT

AGENDA TITLE:

Community Garden at Martin Luther King Jr. Park

RECOMMENDED MOTION:

Authorize Staff to work with the Friends of the Sausalito Community Gardens to answer questions and prepare future reports for both the Parks and Recreation Commission and the Planning Commission (if appropriate).

SUMMARY

A group of citizens has formed to become the Friends of the Sausalito Community Gardens. Their goal is to have a community garden somewhere in Sausalito. They have reviewed various sites and have decided that a portion of the property at Martin Luther King Jr. Park would fit their needs. The group has done extensive research on community gardens in near-by communities and is in the process of developing rules, regulations, and operating procedures for a community garden in Sausalito. They are seeking support as well as direction from the Parks and Recreation Department and the Parks and Recreation Commission.

BACKGROUND

For some time now there has been interest in a community garden for Sausalito. During the summer of 2009 a group came together in earnest and began to formulate plans for a Community Garden. This group is now known as the Friends of the Sausalito Community Gardens. Representatives met with both Parks and Recreation staff as well as Community Development Department staff to discuss feasibility and locations. After doing their research the group decided that a currently unused portion of MLK Park would suit their needs.

Staff has met with representatives multiple times to answer questions as well as ask questions of the group. At our last meeting it was decided that the Friends of the Sausalito Community Gardens were ready to go before the Parks and Recreation Commission to get their support as well as answer any questions the Commission may have.

Item #: _____
Meeting Date: _____
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The Friends of the Sausalito Community Gardens have been advised that this is only the beginning of the approval process and that they will need to come back to the Parks and Recreation Commission with answers to any questions that the Commission may have, possibly go before the Planning Commission, and finally get Council approval.

ISSUES

Prior to approval there are many unanswered questions that must be answered these include but are not limited to:

- Who gets the plots?
- How do you qualify for a plot?
- Do you have to re-apply annually?
- Is there a fee?
- Is this for residents only?
- What about people who are not within the actual City limits but consider themselves to be in "Sausalito"?
- Is it a locked facility?
- Is anyone going to make money off of this?
- Can a restaurant have a plot?
- Does this type of use require a vote by the public?
- What is the make-up of the board?
- What are the bylaws?
- Does this have to go before the planning commission?
- What happens to the "improvements" if the project fails?
- What are, or are there insurance requirements?
- Who pays for water?

FISCAL IMPACT

The Friends of the Sausalito Community Gardens have been told that the City does not have the funds or staff time for a Community Garden. The group plans on raising all funds for supplies and equipment and will use volunteer labor for most if not all of the project.

As stated earlier, it has not been determined if the City will cover the expense of water for the Garden.

STAFF RECOMMENDATIONS

Authorize Staff to work with the Friends of the Sausalito Community Gardens to answer questions and prepare future reports for both the Parks and Recreation Commission and the Planning Commission (if appropriate).

Item #: _____
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ATTACHMENTS

Talking Points and Presentation slides to be given by the Friends of the Sausalito Community Gardens.

SUBMITTED BY:

Mike Langford
Parks and Recreation Director

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Talking Points

Who we are

We are a diverse group of Sausalito residents interested in starting an organic community garden. We have established a formal group - Friends of the Sausalito Community Gardens - to pursue city approval.

Our group includes local gardeners and community organizers who want to create a communal garden as a place for education, art display, and to grow food for community-wide benefit.

The Garden We Envision

Our primary goals include working with local schools, providing fresh produce for organizations that serve those who are hungry, a place to display art, and creating a space for collaboration and community development through the cultivation of vegetables, flowers and herbs.

From the start, the garden will offer a communal space to provide a resource for all residents. Those interested in participating in the garden will be able to trade work in the garden for produce. Once the site is established, individual plots will also be available for a small annual fee.

Besides cultivating produce and offering education on organic gardening methods, the Sausalito Community Garden will offer a space for outdoor art and sculpture and community events.

Friends of the Sausalito Community Gardens are dedicated to organic gardening. Using regenerative, site-specific strategies, we will build soil onsite, use minimal city water, and be an area free of pesticides, herbicides and other chemicals. We will make sure the garden is accessible to those with physical limits, including seniors.

The group has identified a preferred garden site using criteria we expect will help make the garden a success. Our selection process involved consulting with city planning staff on lot availability and site review. Our first choice is to obtain and cultivate an unused portion of city property in the MLK Fields Parcel, located on the north end of Bridgeway Boulevard next to the dog park. We have also identified a smaller potential site for a satellite garden.

Next Steps

To demonstrate our commitment to developing the garden and long-term project sustainability, the Friends of the Sausalito Community Gardens will obtain 501(c) 3 non-profit tax exempt status. This organizational structure will permit fundraising to support a website, and an awareness campaign. This will help attract financial and in-kind contributions and recruit more volunteers to help establish the Sausalito Community Garden for community-wide benefit.

Frequently Asked Questions

Who are the Friends of the Sausalito Community Gardens?

The Friends of the Sausalito Community Gardens is a local non-profit organization established to create public garden spaces to cultivate community relationships through the shared experience of gardening together. Our members are Sausalito residents with diverse backgrounds and areas of expertise who have volunteered their time for the common goal of creating a community garden.

Where will the Sausalito Community Garden be located?

We have conducted city-wide site research and survey using criteria for successful garden requirements and community logistics. The location we have identified as our first choice is the strip of unused land in the MLK Field recreation area at the north end of Bridgeway Boulevard. There is also the potential to cultivate a smaller "satellite" site located on Woodward Avenue. The final location depends on permission granted by the city.

How will this project be funded?

We are in the process of applying for 501(c) 3 tax exempt status. Once complete, the organization will begin a local fundraising campaign. We will look to residents and to local business as a source for labor, material, and financial contributions. We also plan to apply for public and private grant funding and have already identified several potential sources.

Who will participate in the creation and maintenance of this garden?

This garden will be accessible to the entire community, and offer benefit to everyone. Initially, the garden will be developed and maintained by a small group of gardeners who have the expertise to take the steps necessary to regenerate the site. Once there is a useable area to garden, the site will be available to any Sausalito resident. Besides growing food, the garden will have areas dedicated for art and community education.

How will this gardening space be divided?

Initially, participants will garden together in a communal space. This approach is best for building the soil necessary for gardening, and also insures that everyone understands organic gardening techniques. Once more space on the site is ready for planting, individual plots will become available.

What is the timeline for this project?

Our organization is currently working on a proposal to the City of Sausalito. The process for city approval begins with the Parks and Recreation Committee, then the City Council, and finally, the Planning Commission. Our first presentation is tentatively set for mid February. Following

approval from the city, we will begin Phase 1 of the project, which includes soil building and rehabilitation, and the cultivation of a small experimental plot of land.

The start of Phase 1 is directly tied the timing of city approval. To gain approval and ensure success, we expect to receive and respond to feedback from all levels of city government. Ideally, we would like to begin the mulching and soil building process for Phase 1 in the fall of 2010. We expect this phase to take approximately 12 to 18 months to be completed.

Does Friends of the Sausalito Community Gardens have a mission beyond establishing an initial garden site?

Yes. Establishing an organic garden is the first step among broader community goals. We seek to:

- Cultivate and strengthen community relationships through the shared experience of gardening.
- Connect Sausalito residents with the process of growing their own organic food.
- Offer a new source of organic produce for those with food scarcity by donating to local organizations such as food banks.
- Create a space for Sausalito residents of all ages to learn about ecological principals.
- Develop a community space to display outdoor local art.
- Promote opportunities for service, community building, and leadership.

Where can I get more information?

To learn more, join, or contribute, please contact Kat Mullins at kat (at) sausalitocommunitygardens.org. Watch for our website coming soon at www.sausalitocommunitygardens.org

Lessons Learned from Marin Area Community Gardens

Members of the Friends of Sausalito Garden have surveyed community gardens already established in Marin to learn from their experience and help ensure our success. Here's what we've learned so far:

Getting Started

Local gardens have become a reality through a process similar to ours: starting with an active group of residents working at a community grassroots level to petition the city for land.

All the area gardens have the support of their Parks and Recreation Departments. In some cases, P&R members actively helped move the process forward, including serving as founding members of the garden group. (Larkspur P&R now runs their community garden).

Covering the cost for water and water use regulation appear to be an issue for all gardens at the start. Cities don't want this added cost and areas face water shortage issues. Almost all the local community gardens lease individual plots to cover water use costs (except for school gardens where the school district pays for water).

Area gardens have been successful at finding community sponsors and volunteers to donate time, labor, and materials to establish the garden and keep it going. Some groups have also applied for grant funding and one group has offered to share the list of where they've applied.

Garden Characteristics

- Location:* Some gardens are located on city property, others are on school-owned land, and all are located on government land.
- Water costs:* If on city property, the cost is factored into the lease; if on school property, the school pays.
- Soil:* All gardens used raised beds installed by volunteers.
- Compost:* All gardens have a composting area.
- Electricity:* No common pattern, except that none of the gardens is lit at night.
- Fencing:* All gardens appear to be fenced in, usually with chain link.

Neighbors

Most of the gardens have enjoyed community support including of local residents, and the impact on surrounding neighbors has been minimal. In most cases, the garden does not have adjacent residential neighbors.

Benefits

The gardens are all organic and pesticide free, and have had a positive impact on their respective sites.

Surplus food from local community gardens is donated to the Marin Food Bank.

The focus of these gardens is to unify and benefit the community by gardening together. A number of the gardens have special community-wide events.

Select Area Case Studies

A standardized questionnaire covering a wide array of issues was sent to area community gardens; these are excerpts:

Larkspur Community Garden, est.1982 in Piper Park, Larkspur

The garden is operated by the Larkspur Parks and Recreation Department.

Treatment of Individual Plots: Leased annually through Parks and Recreation
(70 individual 10' x 17' plots)

Soil: Raised beds installed (redwood with steel re-bar, installed as an Eagle Scout project).

Water usage: Pipes are laid and faucets installed every other row. Usage is measured on garden meter, cost factored into yearly lease rates.

Lighting and Security: No lights. Garden locked at night, fence installed by Public Works.

Mill Valley Children's Garden, Edna McGuire School, est.1990, 80 Lomita Avenue, Mill Valley

The garden is generally tended by students and school volunteers; and is open to the community off hours, on monthly garden workdays and during the annual Fall Harvest Day.

Lighting and Security: Fenced, only open to students and school volunteers during school hours.

Water and electricity: Supplied and paid for by the school.

Soil: Raised beds financed and built by volunteers.

Presentation Slides – Sausalito Parks & Recreation Commission

SLIDE 1

Intro Slide

SLIDE 2

Who we are

The Friends of Sausalito Community Gardens is a group of local residents with diverse backgrounds and experience committed to establishing an organic community garden for community benefit.

Why we're here

We've surveyed several sites and selected one, filed our paperwork as a nonprofit corporation, studied other Marin community garden organizations to learn from them, will soon launch our website and start an awareness and fundraising campaign among residents and business.

Now we need your help, advice and approval to win city approval to establish the garden.

SLIDE 3

The Garden we envision will:

- ❖ Be organic, ecologically sustainable; we'll grow produce, herbs and flowers.
- ❖ Be available to the community to garden, enjoy art, and grow new relationships.
- ❖ Provide areas for communal gardening and in time, individual plots.
- ❖ Help the community to learn about growing their own food, about sustainability, and supply produce to
- ❖ food banks.

SLIDE 4

What we've learned from other Marin Community gardens:

- ❖ Start with an active core group and a grassroots level movement to work with the city.
- ❖ Obtain active support and participation from your local Parks & Recreation Department.
- ❖ Choose city or school owned land.
- ❖ Figure out how to cover the cost for water and water use regulation from the start.
- ❖ Find community sponsors and volunteers to donate time, labor, and materials to establish the garden and keep it going.

SLIDE 5

Site Review and Selection

- ❖ We reviewed over 80 city-owned parcels identified by the Planning Department and conducted on-site surveys of their five recommended sites.
- ❖ Our selection criteria included usable space, sun exposure, topography, parking availability, adjacent neighbors, and more. Sites were eliminated because they were too steep, too shady, had no parking, or were too close to residential neighbors.
- ❖ The best site for a community garden? The Martin Luther King (MLK) Community Garden Site, an open lot adjacent to the old MLK School on Ebbtide Avenue.

SLIDE 6

The MLK site photo

SLIDE 7

The MLK site is the best site because:

- ❖ The existing parking lot would provide adequate and accessible parking.
- ❖ Two sides of the lot already have fencing.
- ❖ The gentle south facing slope would provide year round sun for growing fruits and vegetables.
- ❖ The estimated 12,795 square feet of usable space is large enough to accommodate school and community educational activities as well as space for individual garden plots.
- ❖ Two private schools (Marin School and New Village School) and Remington Dog Park could be excellent neighbors and collaborators with the garden.

SLIDE 8

Topographic map and detail?

SLIDE 9

Fundraising plans

- ❖ We need to raise funds for start-up costs: the 501(c) 3 application fee, web site development, an awareness campaign, and materials to establish the garden.
- ❖ Our draft budget will establish specific financial goals and a non-profit status will allow us to collect contributions.
- ❖ We plan an awareness campaign to help generate support through community relations and earned media.
- ❖ We've begun to set up briefings with key community groups to cultivate support and have developed a master list of potential individual supporters.

SLIDE 10

Project timeline:

- ❖ The timeline for starting the community garden depends on the city approval process.
- ❖ Phase 1 for the garden will include soil building and rehabilitation, and the cultivation of a small experimental plot of land.
- ❖ Our goal is to begin Phase 1 in the fall of 2010.

SLIDE 11

Our Next steps:

- ❖ Get feedback, advice, and insight from the Sausalito Parks and Recreation Dept.
- ❖ Complete the 501 c (3) application.
- ❖ Launch our website to help build community awareness and support.
- ❖ Begin meeting with individual City Council members to identify issues.

Friends of

Sausalito Community Gardens



Presentation to Sausalito Parks and Recreation Commission

February 16, 2010



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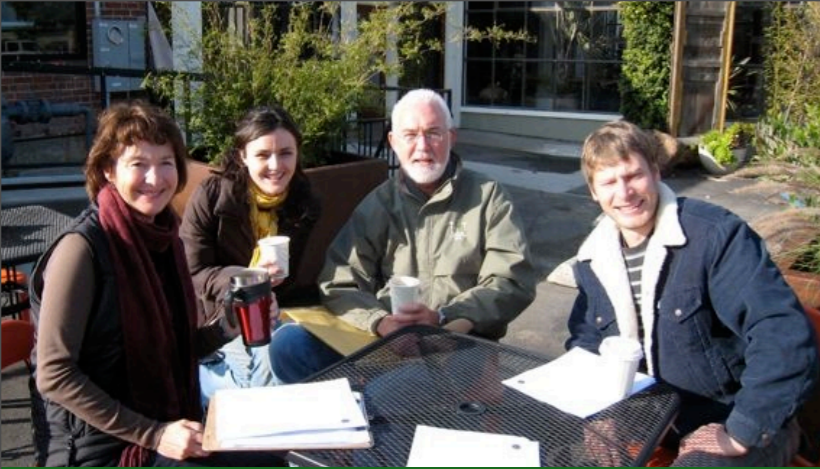
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Initial base map of MLK site...








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Thank you.

Friends of

Sausalito Community Gardens



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February 16, 2010