

TO: Mayor and City Council
FROM: Daniel Eick, Assistant City Administrator
RE: Breezy Point Community Garden
DATE: May 29, 2024



Summary

During their regular meeting held on Thursday, May 9, the City of Breezy Point Parks and Recreation Committee discussed the construction of a City owned and operated Community Garden. The Committee proposed locating the garden in several City owned lots adjacent to the north side of City Hall and approved the attached cost estimate and proposal to support the projects construction.

Council Action

Staff recommend the City Council discuss approval of the relevant project documents provided by the Parks and Recreation Committee below.

TO: Park and Recreation Committee
 FROM: Joe Zierden, Public Works Supervisor
 RE: Community Garden Estimate
 DATE: May 9, 2024



Background:

The attached estimate would cover the proposed community garden measuring 75' x 250'.

- 650' lineal feet of chain link fence, 6' feet high, 1 - 8' foot gate, 2 - 3' gates
- 36 - 10' x 20' plots
- 14 - 5'x10' raised gardens constructed green treat 4x4 measuring 2.5' tall
- 10-12 inches topsoil per plot
- Water availability, bored to existing well, 6 to 12 hose stands
- Mulch covering all areas that are not plots
- Benches, wheelbarrows, 60 plot markers, 1 large rules sign, 1 compost bin, 1 yard waste bin

Construction would take approximately 1 week of uninterrupted work, although it would most likely phased over a longer time period of a month. Total cost would be approximately **\$50,835.10**. The city does have a large stockpile of mulch that could significantly reduce the cost, but availability is not guaranteed.

	Budget	Estimated Quantities
Topsoil	5691.39	244 yards @ 24.50 yard
Fencing	16975	650', 6' high, 1 - 8 foot gates, 2 - 3' gates
Mulch	8000	400 yards @ 20.00 yard
Raised Bed	6453	13 - 5x10 green treat 4x4, 2.5 feet high
Water Supply	5295	353' @ \$15 per foot bored line to city hall
Compost Bin	1000	
Yard Waste	1000	
4 Benches	1700	
2	300	
Wheelbarrows		
Plot Markers	1000	60 plot markers
Rules Sign	1000	
Contingency	2,420.71	5%
Total	50835.1	

BID



Elite Fence & Deck

15532 Dellwood Dr.
Brainerd, MN 56401

Bid Number:

Customer

Name City of Breezy Point

Address Community Garden

City _____ State MN Zip _____

Date 4/30/2024

Quantity	Description	Unit Price	Total	Taxed
1	Furnish and install 650 L/f of 6 ft high commercial	\$16975.00	\$16975.00	<input type="checkbox"/>
	galvanized chain link fence to include two 3 ft and one			<input type="checkbox"/>
	8 ft gate.			<input type="checkbox"/>
	Option for residential grade fence DEDUCT	\$2200.00		<input type="checkbox"/>
				<input type="checkbox"/>
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				<input type="checkbox"/>
	Bid is valid for 30 days			<input type="checkbox"/>

Sub Total	\$16975.00
State Sales Tax	
Shipping/Handling	
Final Total	\$16975.00

Thank you for your business

BREEZY POINT
COMMUNITY GARDEN

MISSION STATEMENT

Our mission is to provide a welcoming outdoor community garden where citizens of all abilities build friendships, promote health and well being, as well as create a more sustainable lifestyle through participating in organic gardening.

BREEZY POINT COMMUNITY GARDEN GUIDELINES

Plots are assigned yearly, on a first come, first serve basis. Plots are officially reserved when payment and application are received at City Hall. Plot reservations will be taken January 1 - April 1.

Gardner may reserve the same plot for the following year if request is made prior to January 1st of the next year's registration period. Second plots remain open until April 1st. After that date, any plots not reserved will be available as second plots.

Raised garden beds are reserved on a yearly basis for handicapped gardeners. Should raised beds not be reserved by someone with raised bed needs by April 1, they will be open for reservation to general gardeners for that year.

Planting must be underway by June 5th. Any plots not commenced by that date will be forfeited and available for rent by another gardener. Reservation fee will be forfeited.

- **ALL GARDENERS ARE REQUIRED TO ATTEND THE GARDEN OPENING MEETING. YOU WILL BE NOTIFIED OF THE DATE OF THIS MEETING.**

PLOT RULES

The Breezy Point Community Garden will be open from May 1 - October 15th between the hours of 6:00 am to 9:00 pm.

I AGREE TO USING ORGANIC GARDENING METHODS ONLY. No use of commercial fertilizers, pesticides, herbicides, or fungicides are allowed unless labeled organic.

I agree to keep all plants within the limits of my garden plot.

I agree I will not grow any plants that are considered illegal by the State of Minnesota.

I agree to plant tall plants and vines in places where they will not shade or interfere with neighboring plots.

I agree to remove as much soil as possible from weeds and plants before composting or disposing.

OPENING AND CLOSING OF COMMUNITY GARDEN

I agree that my reserved plot must begin planting by June 5th or I forfeit my reservation and reservation fee. Forfeited plots will be available for rental by waitlisted gardeners.

I agree that all vegetation will be removed by October 17. All plant material must be composted or disposed of per compost rules.

I agree that all support systems (trellis, cages, etc) will be removed by October 17.

I agree that operation of any power equipment is forbidden by anyone other than City of Breezy Point employees.

MAINTENANCE OF GARDEN and PLOTS. Plots must be maintained on a regular basis.

I agree to keep my plot, and adjoining pathways and fence lines, free of weeds, rocks, pests, and diseases.

I agree to remove all trash, litter, and other other materials that are not composted, and will be disposed of offsite.

I agree that I will supply my own gardening hand tools. Tools supplied on racks are for use on a first come, first serve basis. All tools must be cleaned and returned to the tool rack after use.

I agree that gardens may be flagged for lack of plot management. Lack of management consists of improper weeding, watering, and removal of diseased or dying vegetation. Complaints are to be made at the Breezy Point City Office and will handled as follows:

- a. List complaint on form on Garden Clipboard located in the office. Identify Plot number and reason for complaint.
- b. A committee member will evaluate the situation, and if necessary notify the gardener by email or text, to remedy the issue within one week. A second notification will be sent the following week. If issue(s) are not resolved at that time, I understand that I forfeit the plot and fee for the year and will be unable to reserve a plot the following year. The plot will be cleared, and tarped for the remainder of the growing season.

WATERING

I agree that a water system will be supplied by the City. Individual sprinklers will not be allowed.

I agree that I will remain present for all watering of your plot. I agree to reasonable use of water and

I agree that hoses provided are to be returned to the appropriate hose rack after use. (Please report any instances of overwatering to City Hall)

I agree to report any leaks or other mechanical problems with watering systems. Report of issue should be made on the Community Garden Clipboard in the City office and will be addressed by the City.

COMPOSTING

I agree that I will compost only healthy plant material appropriate for composting, in the appropriate compost bins.

I agree that I will dispose of all weeds and diseased plant material in the provided bin and WILL NOT dispose in compost bins.

I agree I will remove and dispose of all garden pots and trash, offsite.

OTHER COMMUNITY GARDEN RULES

I agree to the following:

All children under the age of 18 are to be accompanied by an adult. Behavior and whereabouts of children will be monitored at all times.

I agree the music is to be enjoyed by headphones only, as to not to disturb other gardeners.

I agree that my safety, and the safety of others I bring to the garden, is my sole responsibility and the City of Breezy Point is not responsible or liable for any

The following is prohibited: Alcohol/illegal drugs, and/or under the influence of either.

Firearms (Except as allowed by State Statute) Smoking

Use of Fireworks Fires Pets

I understand the Breezy Point Park and Recreation Board reserves the right to make changes to these policies at any time to provide a safer environment for the gardeners or make improvements to the garden.

I agree that by reserving a plot and remittance of the yearly fee, I have read and accept the terms and conditions of the Breezy Point Community Garden Guidelines.

Ct Rd 11

TRASH

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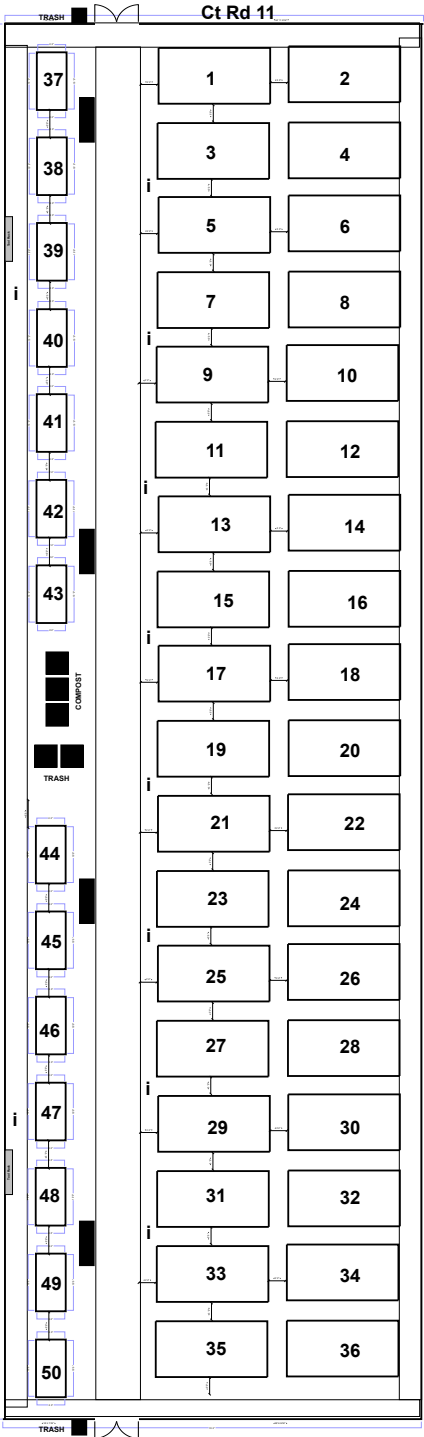
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TRASH

COMPOST

TRASH



COMMUNITY GARDEN BUDGET CONSIDERATIONS

1. FENCING

Approximately 660 linear feet of 8 - 10 ft high fencing (to prevent Animal intrusion)

Two 8' wide gates - one on each end of garden. Two gates are Necessary for accessibility and safety, given the length Dimension of the space.

2. IRRIGATION

Irrigation to be supplied via hose spigots placed approximately Every 25 feet on each side, the length of the garden

12 - 50 ft hoses with sprayers. 12 hose stands.

3. MULCH

4 inches of mulch applied over cardboard for pathways (initial application). 2 inches of mulch applied yearly after first year.

4 inches of mulch to be applied to all pathways.

4. SOIL

Till existing area. Add 10" of compost and black soil for initial build. Add additional compost as needed on yearly basis.

5 Compost and Diseased Plants and Weeds Receptacles

3 Trash cans

Two 6' - 8' Tool racks.

Two wheelbarrows

60 Metal corner stakes with plot number markers

Four benches

1 GARDEN RULES sign

Raised Beds - material to create 14 wood raised beds for physically challenged/handicapped gardeners. Raised bed to measure 5' x 10', at 2.6' - 3' high

MAINTENANCE - Compost and trash removal two times a week. Increase to 3 times a week during harvest season.

Consider fundraising and donation possibilities for tools, etc. Reach out to local businesses, hold fundraising events, Breezy Point Women's Club, etc.

**Breezy Point Community Garden
Application, Guidelines, and Agreement Form**

APPLICATION

DATE _____

- 1. Gardener(s) _____
- 2. Address _____
- 3. Phone _____ Cell _____
- 4. Email _____

What is your preferred method of communication with the Garden Group?

_____ Email _____ Phone _____ *All garden committee communications will be sent via email.
(Required)

Please check here _____ if you DO NOT give permission for us to share email with the group.

SINGLE PLOT (\$30.00) _____ **PLOT #** _____ **RAISED BED** (\$30.00) _____ **RB #** _____

I AM INTERESTED IN RENTING A SECOND PLOT _____ **PLOT #** _____

(Second Plots are rented on a yearly basis. Second plots may be available only after wait list has been exhausted as primary plots)

PHOTO PERMISSION: Gardeners, garden leaders, and the media will take photos of the garden. I understand that I give permission for garden photos to be published.

AGREEMENT

By signing below, I agree that I have read and understand the Breezy Point Community Garden Guidelines and will abide by all of the garden rules. I understand that neither the Community Garden Committee, nor the City of Breezy Point are responsible for my actions. I therefore agree to hold harmless the Garden Committee and/or the City of Breezy Point for any liability, damage, loss or claim that occurs in connection with use of the Community Garden by me or my guests. I understand that failure to abide by these rules will result in forfeiture of my gardening privileges.

Gardener(s) Signature

Date

APPROVED: _____
(To Be Determined)

Date

Applications to be submitted January 1 - April 1 of each calendar year.