



## Dinosaur Hill Nature Preserve

To: Mayor Bryan Barnett, Mayor, City of Rochester Hills  
From: Sue Neal, Executive Director, Dinosaur Hill Nature Preserve

RE: Proposed structure for collaborative Community Garden project

Dinosaur Hill is an enthusiastic supporter of community garden projects. Community gardening has a tremendously positive impact on many aspects of a community. We are interested in the possibility of partnering with the City of Rochester Hills to realize a community garden in your city. This memo serves to outline the main responsibilities in the creation of and ongoing success of a community garden and how these responsibilities could be split between the two parties.

For the past two years, Dinosaur Hill Nature Preserve has been in a partnership with the City of Rochester to provide a Community Garden for our area residents. Both the City and the Nature Preserve have found this to be a successful venture and we would like to consider duplicating this relationship with the City of Rochester Hills as they consider the implementation of a community gardening project in their community.

We would propose a duplicate arrangement as what we have in Rochester. The main points of garden operations are divided between the two entities as follows.

### Municipal Responsibilities:

- Construction, repair, annual maintenance of the garden beds physical structure
- Construction and annual maintenance of garden pathways
- Construction, repair and maintenance of fence around garden
- Installation and maintenance of water supply to the garden
- Ongoing expense of water supply
- Supply appropriate soil and woodchips (for pathways if appropriate) for use by gardeners to amend soils at beginning of and throughout garden season.
- Create and disseminate press releases/announcements to advertise garden in coordination with Dinosaur Hill Nature Preserve
- Grantwriting for garden financial support in conjunction with Dinosaur Hill Nature Preserve

### Dinosaur Hill Responsibilities:

- Create, distribute and track applications for garden plots
- Maintain account for receipt of application fees
- Assign plots and maintain records of garden applications
- Draft garden guidelines for distribution to gardeners with approval from the City (use of pesticide, failure to weed issues etc. etc.)
- Monitor the garden (minimum weekly) for compliance with garden guidelines
- Set up and monitor garden communication tools such as e-listserv
- Create and disseminate press releases/announcements to advertise garden in conjunction with the City
- Create and regularly monitor garden Facebook page
- Coordinate a system and volunteers for donation of produce to local food banks
- Conflict resolution
- Develop and disseminate educational materials to distribute to gardeners specific to their community garden (ie if the garden is getting invaded by a particular insect etc.)
- Support for gardeners by email and phone for questions/concerns
- Coordinate w/scout troops and eagle scouts on projects for garden improvement and maintenance
- Coordinate w/Court Appointed Volunteers for unskilled garden maintenance
- Coordinate business/service groups growing food for food pantry donation
- Grantwriting for garden financial support in conjunction with the City