Attendees:
Georgia Madden  
Bobbi Feyerabend  
Stew Winchester  
Kristin Bowman  
Katie Creighton  
Ryan Minahan

EBMUD “Refresher” Garden Grants

I. The sub-committee reviews and suggests improvements to the maintenance guidelines and agreement included in the original EBMUD “Community WaterSmart Garden Grant Program.”
   A. Additions and improvements to maintenance agreement
      1. Water collection component addition to “Efficient Water Use” category
      2. Addition of a general seasonal maintenance schedule, to be used as a 5-year general maintenance plan
      3. Bay-friendly principles will be adapted and used to enhance wording of each category on maintenance agreement

II. The sub-committee discusses how the maintenance requirements of the Refresher grant will be monitored
   A. Who will be responsible for monitoring?
      1. EOC decides that having a landscape professional perform maintenance check-ups would be most effective
         a) The responsibility cannot only fall on EBMUD employees with no landscape training
         b) Members of EOC will likely perform some maintenance check-ups at the gardens that receive a Refresher grant
   B. Frequency
      1. Two in-person site visits per year, over five years
      2. Other check-ins by phone or email.

III. The EOC discusses other areas (besides maintenance agreement) of Refresher grant program that will ensure each garden is maintained properly
   A. The application
      1. Each garden must submit their annual budget in order to receive Refresher grant
   B. Post-award maintenance packet
      1. Packet will include more detailed maintenance guidelines (e.g. a composting guide)

IV. EOC discusses ways to direct visitors to EBMUD Refresher grant gardens
   A. A possible page on EBMUD website describing each garden with descriptive differences (e.g. bioswale or rain garden)
V. Georgia Madden informs the EOC that she will be stepping down from her position as committee chairwoman.

VI. Georgia and Katie will be writing an article for the APLD-Northern California chapter about the projects that the EBMUD Landscape Advisory Committee and sub-committees are working on.

1. Review of application by EOC
2. Approval from EBMUD
3. Coordination of site visits during installation
4. Post-installation site visits to confirm continued maintenance agreement happening

A. A current list of gardens nominated for a Refresher grant will be submitted as a separate page with the proposal.

B. Budget line will be removed as it is not within EOC’s responsibilities.

C. Categories shall be ordered to follow application/installation/maintenance process.
VII. The EOC reviews and suggests corrections to the latest draft of the Refresher grant application.

VIII. Kristin is able to clarify budgetary questions:

A. The upper limit of the current Garden Grant program is $15,000 - a renewal would have to be less

B. EOC decides on $10,000 as an upper limit for a Refresher Grant

C. A garden is only eligible for a Refresher Grant five years after being awarded original Garden Grant.
   1. A Refresher Grant is only part of a larger solution
   2. The current Garden Grant requires matching funds
      a) Matching funds requirements will carry over for Refresher Grants (this should be added to Refresher Grant description)
      b) Matching funds an be “in kind” - including labor hours

A. EOC will need to produce text for an informational page about the Refresher Grants to include eligibility requirements, as well as the application.

B. Kristin will reformat once all revisions have been made.

IX. EOC reviews current list of gardens to recommend (5) for Refresher Grant:

A. Garden at Heather Farms (Bobbi & Sundong)

B. Lakeside Park - Mediterranean (Kristin)

C. Richmond Garden (Kristin)

D. Richmond Greenway Habitat Garden (Kristin)

E. Lindsay Wildlife Garden (Stew)

I. EOC discusses signage for Grant gardens & including website for more information.

II. EBMUD will be holding a photo contest for successful lawn removal rebate landscape conversions

III. CUWCC List Suggestions

I. EOC Garden point persons are to get data for CUWCC form to submit to Lisa Ceullar, as well as permission from Garden to submit to list.

II. EOC adjourns to attend EBMUD LAC meeting