

City of Fayetteville Item Review Form

2014-0293

Legistar File Number

07/15/14

City Council Meeting Date - Agenda Item Only
N/A for Non-Agenda Item

Kristina Jones

Submitted By

Sustainability & Resilience

Department

Action Required:

Staff recommends approval of a \$2,465 grant for representatives from the Cities of Fayetteville and Columbia, Mo to travel and meet in Lawrence, KS for a 2.5 day meeting including garden tours and networking events, in August 2014 to help staff from each City exchange information regarding the implementation of urban agriculture policies and successful community garden programs.

Does this item have a cost? No

\$0.00

Cost of this request

\$2,465.00

Category or Project Budget

Urban Ag Peer Exchange Grant

Program or Project Name

1010.0001.4305.00

Account Number

\$0.00

Funds Used to Date

Commercial Grant

Program or Project Category

31402

Project Number

\$2,465.00

Remaining Balance

General Fund

Fund Name

Budgeted Item? Yes

Budget Adjustment Attached? Yes

V20130812

Previous Ordinance or Resolution # _____

Original Contract Number: _____

Comments:

OT - 6/30/14

Paul A. Becker 7-1-2014

Angela 7-1-14

Travis J. ...



CITY COUNCIL AGENDA MEMO

MEETING OF JULY 15, 2014

TO: Mayor and City Council

THRU: Don Marr, Chief of Staff *DM*
Peter Nierengarten, Sustainability & Resilience Director *PN*

FROM: Kristina Jones, Sustainability & Resilience Designer and Project Coordinator *KJ*

DATE: June 27, 2014

SUBJECT: Acceptance of Urban Ag Peer Exchange Grant

RECOMMENDATION:

Approval of a \$2,465 grant for representatives from the Cities of Fayetteville and Columbia, Mo to travel and meet in Lawrence, KS for a 2.5 day meeting including garden tours and networking events, in August 2014 to help staff from each City exchange information regarding the implementation of urban agriculture policies and successful community garden programs.

BACKGROUND:

In March of 2013, in response to citizen demand for greater access to more locally produced food, the Fayetteville City Council passed a resolution requesting staff to draft changes to Fayetteville's Unified Development Code that would increase citizens' access to urban agriculture and provide greater food security for Fayetteville. These changes, a new "urban ag" ordinance, including provisions for the keeping of fowl, bees, and goats, and limited sales of home produced products in residential areas, were brought forward and adopted by City Council in March 2014. The next area of focus for the City, as requested by the community, is greater access to community gardens.

DISCUSSION:

In May of 2014, the City of Fayetteville, in partnership with the sustainability offices of Columbia, MO and Lawrence, KS applied for and was awarded a grant through the USDN (Urban Sustainability Directors Network) to organize a peer exchange event. All three Cities are all currently working on food policy initiatives and this event will allow 16 staff and community representatives to exchange best practices and implementation strategies for urban agriculture related policies. Of particular interest to the City of Fayetteville is Lawrence's "Common Ground" program, a community gardening and urban farming program that utilizes vacant, city-owned properties. Fayetteville's Sustainability and Resilience Department seeks to return home with a better understanding of ways to promote community gardens and support existing urban agriculture policies, as well as a strengthened relationship with our peer cities.

BUDGET/STAFF IMPACT:

None

ATTACHMENTS:

- Grant Proposal
- Grant Acceptance Agreement
- Budget Adjustment

RESOLUTION NO. _____

A RESOLUTION TO AUTHORIZE ACCEPTANCE OF A GRANT FROM THE URBAN SUSTAINABILITY DIRECTORS NETWORK IN THE AMOUNT OF \$2,465.00, AND TO APPROVE A BUDGET ADJUSTMENT

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FAYETTEVILLE, ARKANSAS:

Section 1. That the City Council of the City of Fayetteville, Arkansas hereby authorizes acceptance of a grant from the Urban Sustainability Directors Network in the amount of \$2,465.00.

Section 2. That the City Council of the City of Fayetteville, Arkansas hereby approves a budget adjustment, a copy of which is attached to this Resolution as Exhibit "A".

PASSED and APPROVED this 15th day of July, 2014.

APPROVED:

ATTEST:

By: _____
LIONELD JORDAN, Mayor

By: _____
SONDRA E. SMITH, City Clerk/Treasurer

City of Fayetteville, Arkansas - Budget Adjustment Form (Legistar)

Budget Year 2014	Division: Sustainability & Resilience Dept.: Chief of Staff Requestor: Peter Nierengarten	Adjustment Number
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BUDGET ADJUSTMENT DESCRIPTION / JUSTIFICATION:

Approval of a \$2,465 grant and Budget Adjustment for representatives from the Cities of Fayetteville and Columbia, Mo to travel and meet in Lawrence, KS for a 2.5 day meeting including garden tours and networking events, in August 2014 to help staff from each City exchange information regarding the implementation of urban agriculture policies and successful community garden programs.

COUNCIL DATE: 7/15/2014
 LEGISTAR FILE ID#: 2014-0293

Kevin Springer
 6/26/2014 3:02 PM

 Budget Director Date

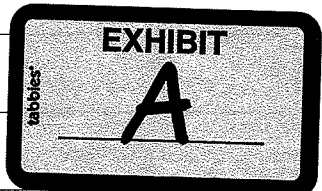
 TYPE: _____
 DESCRIPTION: _____

 GLDATE: _____
 POSTED: _____ / _____

RESOLUTION/ORDINANCE

Account Number	TOTAL		Project	Sub	AT	Account Name
	Increase / (Decrease) Expense	Revenue				
1010.6310.5304.00	2,465	-	31402	1	EX	Travel & Training
1010.0001.4305.00	-	2,465	31402	1	RE	Commercial Grants
	-	-				
	-	-				
	-	-				
	-	-				
	-	-				
	-	-				
	-	-				
	-	-				
	-	-				

v.20140619



USDN | urban sustainability directors network

A Project of Global Philanthropy Partnership

June 13, 2014

Peter Nierengarten
Director – Sustainability and Resilience Dept.
Fayetteville AR
479.575.8272,
pnierengarten@fayetteville-ar.gov

RE: PE07

Dear Peter,

We are pleased to proceed with a USDN Peer Learning Exchange grant for \$2,465 for representatives from Columbia and Fayetteville to travel to and meet in Lawrence for a 2.5 day meeting in August 2014 to help staff from each City move forward with progressive Urban Agriculture Policies and successful community garden programs.

The outcomes of the peer learning exchange will include:

- Better understanding by individual cities of ways to promote community gardens and develop successful urban agriculture policy
- After-Action report and Crystal Ball report
- Report to the Sustainable Food Systems Group (written and via phone conference, if desired)

Here are other terms of the grant:

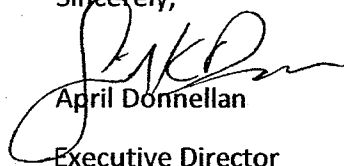
- There are four reporting requirements for grantees within 30 days after the peer exchange for the two lead cities has taken place:
 1. After-Action Report: Two-page synopsis of meetings and discussions capturing key lessons learned due within 30 days of completion of the exchange.
 2. Crystal Ball Report: One-page documents from each of the participating cities forecasting the anticipated impacts of the exchange with as much specificity as possible due within 30 days of completion of the exchange. The intent is to capture what each participating community believes may happen as a result of the exchange.
 3. Products produced as described above.

4. Detailed record of expenditures of grant funds.

- The grant funds cannot be used for lobbying.
- The grant funds must be expended per the proposed budget.
- The City of Fayetteville will provide oversight and will administer the grant and reimburse participants.
- Under United States law, Grant Funds may be expended only for charitable, scientific, literary, or educational purposes. This Grant is made only for the purposes stated in this Agreement and Grant Funds shall be used for such purposes in accordance with the proposed budget. Any Grant Funds not expended or committed for the purposes of the Grant, or within the period stated, must be returned to USDN, unless otherwise authorized in writing by USDN, a project of Global Philanthropy Partnership.

Please sign this letter indicating that you agree with the terms. USDN is a project of Global Philanthropy Partnership. Once Global Philanthropy Partnership receives your signed letter with description of how the check should be issued, it will disburse the grant funds.

Sincerely,



April Donnellan

Executive Director

Global Philanthropy Partnership

cc: Nils Moe, Managing Director

Urban Sustainability Directors Network

Acceptance of Grant Terms

Mayor Lioneld Jordan accepts the grant conditions of this letter

Name: *Lioneld Jordan*

Title: *Mayor*

Date:

Signature:

How the Check Should Be Issued: *City of Fayetteville, Arkansas*

Project Manager: *Peter Nierengarten*

Project Budget

Description	Cost	Quantity	Total	Notes
Van Rental	\$150	2	\$300	Van for 2 morning tours
Hotel	\$125	10	\$1,250	10 people, 2 nights
Per diem	\$61	15	\$915	15 people, 2 days
	Total Request		\$2,465	

USDN Peer Exchange Proposal: Urban Agriculture

Applicants: Fayetteville, AR; Columbia, MO; Lawrence; KS

Primary contact: Peter Nierengarten, City of Fayetteville, 479.575.8272,
pnierengarten@fayetteville-ar.gov

During the last few decades American communities have seen a rebirth of interest in locally produced foods and products. A local foods movement strives to build a locally based, sustainable food economy where production, processing and distribution are integrated with an emphasis on social health benefits and environmentally sustainable local food crops and products. Additionally, supporting a strong local foods system is essential to addressing the issues of hunger and nutrition.

In March of 2013, in response to citizen demand for greater access to more locally produced food, the Fayetteville City Council passed a resolution requesting staff to draft changes to Fayetteville's Unified Development Code that would increase citizens' access to urban agriculture and provide greater food security for Fayetteville. The City's Sustainability and Resilience Department then began working with stakeholders and developed a list of recommended changes. During the winter of 2013/14 those recommended changes were presented to the public and were eventually adopted by City Council in March 2014. This new ordinance is an update and replacement of the previous "Animals & Fowl" ordinance and includes provisions for the keeping of fowl, bees, and goats, and allows for limited sales of home produced products in residential areas. The next area of focus for the City that the community has requested is greater access to community gardens.

The City of Lawrence has a strong local food movement and a Douglas County Food Policy Council that advises the City and County on local government policies to encourage a local food economy. In 2011, the City of Lawrence created the Common Ground Program, a community gardening and urban farming program that utilizes vacant, city-owned properties. The City offers a free lease to residents who are interested in creating community gardens or urban farms within the city limits. In the past three years the program has expanded to eight food-producing sites for a total of six acres in production. These creative, community-led projects range from community gardens in neighborhoods to orchards along bike trails to student farms. Common Ground has helped the City connect with the nonprofits and schools doing food system work in the community, and helped increase access to homegrown food in the city's "food deserts."

The Douglas County Food Policy Council is currently working on their 2015-2016 workplan, to outline key food policy initiatives to support. The Council is currently focused on economic development and food insecurity topics, but are looking to expand into urban agriculture policies such as the ones recently adopted in Fayetteville, AR.

Support for local foods in Columbia, MO is also a result of strong community advocacy. In 2010, the city enacted its "Chicken ordinance", allowing residences to have 6 chickens on residential lots. This was at the push of local urban agriculture advocates like Columbia Garden Coalition and Columbia Center for Urban Agriculture. Columbia also participated with St. Louis and Kansas City in a successful USDN Innovation Fund project that produced a scan and dynamic [website](#) of urban agriculture policies and resources of North American cities. Many aspects of urban agriculture and community gardens address goals and guiding principles of the Columbia Imagined Comprehensive Plan and the Mayor's Climate Protection Agreement. Following the success of the [Unite4Health](#) community garden adjacent to the Health Department, the City of Columbia is interested in increasing community gardens or urban agriculture sites offered on City-owned property. The City's hope is that implementing programs and plans of peer cities will assist the city of Columbia in fulfilling its goals, principles, objectives and priorities outlined in these plans.

Fayetteville, Columbia and Lawrence are very similar in many ways. Geographically they are located in similar growing regions within the breadbasket of America. Demographically they are progressive mid-sized college communities with growing local foods movements and strong support for Urban Agriculture.

Proposed Exchange Summary

Representatives from the Cities of Fayetteville and Columbia will travel to Lawrence in late August 2014 to:

- Discuss and tour Lawrence's Common Ground – Community Garden Program

- Review and share Urban Agriculture Policy
- Discuss strategic partnerships with local food advocacy groups and their methods of success.
- Review health impacts of urban agriculture and community gardens.

Participating cities and staff

Five City of Fayetteville and five City of Columbia representatives will travel to Lawrence at the end of August (tentatively scheduled for August 25th – 27th).

Fayetteville

- Peter Nierengarten, Director – Fayetteville Sustainability and Resilience Dept.
- Kristina Jones, Project Coordinator – Fayetteville Sustainability and Resilience Dept.
- Byron Humphrey, Maintenance Superintendent - Fayetteville Parks & Rec Dept.
- Don Bennett, Executive Director - Tricycle Farms (non-profit)
- Adrienne Shaunfield, Executive Director – Feed Fayetteville (non-profit)

Columbia

- Barbara Buffaloe, City of Columbia Sustainability Manager
- Mike Heimos, City of Columbia Stormwater Educator
- Bill McKelvey, Columbia Garden Coalition president (non-profit)
- Adam Saunders, Columbia Center for Urban Agriculture (non-profit)
- Mike Snyder, Columbia Parks and Recreation Park Development Superintendent

Lawrence

- Eileen Horn, City/County Sustainability Coordinator
- Amy Miller, Assistant Director of Planning and Development Services
- Ernie Shaw, Director of Lawrence Parks and Recreation Department
- Jill Elmers, Chair of the Douglas County Food Policy Council
- Bob Schumm, City Commissioner, Supporter of Common Ground Program
- Chris Tilden and Charlie Bryan, Douglas County Community Health Planners
- Garden and farm coordinators from the 8 Common Ground sites

Other participants may include:

- Members of the Douglas County Food Policy Council
- Members of the City of Lawrence Sustainability Advisory Board
- Livewell Lawrence Coalition (through the Lawrence-Douglas County Health Dept)

Grant requested

We request a maximum of \$2,465 to enable five City of Fayetteville and five City of Columbia representatives to travel to Lawrence.

Meeting topics

- 1) **Common Ground Tour** – Group will tour 4 different community gardens in the Common Ground program. The goal of the tours is to give participants an opportunity to experience different types of gardens and to interact with garden managers/farmers. Topics include but are not limited to:
 - Structure and governance for each garden
 - Connections with neighborhood associations, nonprofits, academic institutions
 - Factors that determine which sites are fit for land-lease programs, etc.
- 2) **Common Ground Program Details** - What are the details related to how the Common Ground program operates? The primary goals of this session are to help participants understand the legal, financial and organizational structure of the program. Topics include but are not limited to:
 - How to do outreach and recruit potential program partners
 - How to identify appropriate properties
 - Infrastructure supports (i.e. access to water)

- How to identify and solicit non-profit partners through application process
 - Lease structure and requirements
 - Legal and insurance requirements
 - Lessons learned and best practices
- 3) **Urban Agriculture Policy** – What are the history and details of the new Fayetteville’s Urban Agriculture Ordinance? The goal of this session is to help participants understand the steps and strategies involved with this year-long policy development process. Topics include but are not limited to:
- History of ordinance development
 - Stakeholder engagement process
 - Public outreach/participating
 - Ordinance highlights and implementation
- 4) **Garden Partnerships (municipal, non-profits, neighborhoods, health departments, etc.)**
How do the community garden and urban agriculture groups in Columbia manage their operations and partnerships with others? The goal of this session is to give partners and City staff from Fayetteville and Lawrence ideas to increase the success of their local food advocates through strategic partnership. Examples include, but are not limited to:
- Successful operational management - especially of the volunteer Community Garden Coalition that has been successful since 1983 and non-profit Columbia Center for Urban Agriculture (CCUA)
 - Partnerships with community action agencies, school districts, and housing authorities
 - Partnerships with for-profits and homeowners to establish financial base
 - Partnerships with local health organizations and municipal staff to achieve mutual benefits from different strategic priority areas
- 5) **Health Impact Discussion** - Participant cities will discuss how the health impacts of community gardens are measured. How do we know that they are having an impact on human health and addressing our cities’ “food deserts”? What tools can cities use to track the impacts of community garden programs?

In addition, the group may substitute (or add) a School Garden Tour as part of their activities on the second day. School gardens are becoming increasingly popular and could benefit from increased coordination with nearby community gardens.

Pre-meeting preparation

In advance of the meeting, we will share background documents and arrange 1-2 conference calls to review what steps have been taken to date as well as future plans. These pre-meeting discussions will ensure that all participants are familiar with the status, goals and details of each development, and enable us to engage in detailed discussions of the topics outlined above immediately upon arrival. Specific conversations in advance of the meeting will include an overview of the Urban Agriculture Policies and Community Gardens in each community.

Additional participants: USDN member cities Kansas City, Oklahoma City, St. Louis and Lincoln will be informed of the meeting and invited to participate.

Meeting Plan: Detailed schedule

DAY 1	
6:00 PM	Fayetteville and Columbia Staff arrive in Lawrence
7:00 PM	Networking Dinner
DAY 2	
7:30 AM	Meet for Breakfast
8:15 AM	Van Pick-up for Common Ground Garden Tours (Leader: Eileen Horn, Lawrence)
8:30 AM	Garden 1 Tour (tbd)
9:15 AM	Garden 2 Tour (tbd)
10:00 AM	Garden 3 Tour (tbd)
11:00 AM	Common Ground Tour Debrief (Leader: Eileen Horn, Lawrence)
12:00 PM	Working Lunch
1:00 PM	Common Ground Program Details (Leader: Eileen Horn, Lawrence)
2:45 PM	Break
3:00 PM	Urban Agriculture Policy Discussion (Leader: Peter Nierengarten, Fayetteville)
5:15 PM	Break
6:30 PM	City Council Introduction
7:00 PM	Networking Dinner with Douglas County Food Policy Council
DAY 3	
7:30 AM	Meet for Breakfast
8:15 AM	Van Pick-up for Common Ground Garden Tours (Leader: Eileen Horn, Lawrence)
8:30 AM	Garden 4 Tour (tbd)
9:30 AM	Community Garden Efforts, Partnering w/ Non-Profits (Barbara Buffaloe, Columbia)
11:15 PM	Break
11:30 PM	Health Impact Assessment of Urban Agriculture and Community Gardens (Leader: Chris Tilden, Lawrence)
12:30 PM	Working Lunch and Debrief
2:00 PM	Departure for Fayetteville and Columbia

Proposed Outcomes

The exchange with Fayetteville, Columbia and Lawrence will help staff from each City move forward with progressive Urban Agriculture Policies and successful community garden programs. Proposed deliverables are:

- Better understanding by individual cities of ways to promote community gardens and develop successful urban agriculture policy
- After-Action report and Crystal Ball report
- Report to the Sustainable Food Systems Group (written and via phone conference, if desired)

Grant management

The City of Fayetteville will act as lead applicant and administer all funds associated with the grant.

Project Budget

Description	Cost	Quantity	Total	Notes
Van Rental	\$150	2	\$300	Van for 2 morning tours
Hotel	\$125	10	\$1,250	10 people, 2 nights
Per diem	\$61	15	\$915	15 people, 2 days.
Total Request			\$2,465	

Timeline (including meeting, After-action report and Crystal Ball Report)

June – July 2014	Preparatory calls, exchange of documents, briefing of staff participants from all cities on details of the projects.
Late-July	Conference call to finalize agenda
August 25 th – 27 th	1.5 day meeting
Late September	Submission of After-Action and Crystal Ball reports