

City of High Point

*Municipal Office Building
211 S. Hamilton Street
High Point, NC 27260*



Meeting Agenda

Wednesday, February 5, 2020

9:00 AM

3rd Floor Conference Room

Prosperity and Livability Committee

Wesley Hudson - Chair

Michael Holmes

Cyril Jefferson

Monica Peters

Jay Wagner, Mayor (Alternate)

Chris Williams, Mayor Pro Tem (Alternate)

Prosperity and Livability Committee - Council Member Wesley Hudson, Chair**CALL TO ORDER****PRESENTATION OF ITEMS**

- 2020-54** Report-Community Gardens
Staff is requested to give a report on the Community Gardens
- 2020-55** Request-Hayden-Harmen Foundation for continued City-Owned property leases
The Hayden-Harmen Foundation is requested to present a request for continued City-Owned property leases
- 2020-56** Discussion-Possible revisions to the Community Gardens Assistance Policy
Staff is requested to discuss possible revisions to the Community Gardens Assistance Policy

ADJOURNMENT

Seeds to Share

Free seeds for community and school gardens!
Veggies, flowers, herbs, heirlooms!



TWO EVENTS!

February 1, 2020

10:00 AM—12:00 PM

Guilford County Cooperative
Extension
3309 Burlington Road
Greensboro, NC 27405

February 8, 2020

10:00 AM—12:00 PM

High Point Public Library
901 N Main Street
High Point, NC 27262

Seeds have been generously donated by garden centers and seed companies.
Gardening experts will be available to answer questions and get you started.
Do you collect seeds? Bring seeds from last year to share!

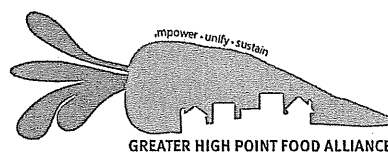
NC STATE EXTENSION

Master Gardener | Guilford County

NC COOPERATIVE
EXTENSION

N.C. A&T
STATE UNIVERSITY

NC STATE
UNIVERSITY



NC State University and N.C. A&T State University commit themselves to positive action to secure equal opportunity and prohibit discrimination and harassment regardless of age, color, disability, family and marital status, genetic information, national origin, political beliefs, race, religion, sex (including pregnancy), gender identity, sexual orientation and veteran status. NC State, N.C. A&T, U.S. Department of Agriculture, and local governments cooperating. Accommodation requests related to a disability should be made by 5 business days before the event to Deb Fuller at 336-641-2400.

Seeds to Share

SEMILLAS PARA COMPARTIR

¡Semillas gratuitas para los jardines comunitarios y escolares!
Vegetales, flores, hierbas, variedades de semillas antiguas



¡DOS EVENTOS!

1° de febrero de 2020
10:00 a.m. a 12:00 p.m.

Guilford County Cooperative
Extension
3309 Burlington Road
Greensboro, NC 27405

8 de febrero de 2020 10:00
a.m. a 12:00 p.m.

High Point Public Library
901 N Main Street
High Point, NC 27262

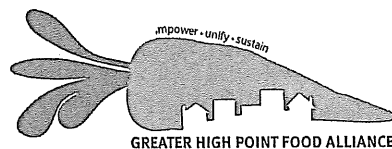
Las semillas han sido donadas generosamente por centros de jardinería y compañías de semillas. Habrá jardineros expertos disponibles para responder a sus preguntas e iniciar.

¿Recogen semillas? ¡Traigan sus semillas del año pasado para compartirlas!

NC STATE EXTENSION

Master Gardener | Guilford County

NC COOPERATIVE
EXTENSION



Las NC State University y N.C. A&T State University están comprometidas con acciones positivas que garanticen la igualdad de oportunidades y con la prohibición de la discriminación y el acoso relacionados con edad, color, discapacidad, condición familiar y estado civil, información genética, nacionalidad, creencias políticas, raza, religión, sexo (incluido el embarazo), identidad de género, orientación sexual y condición de veterano. En cooperación con las NC State, N.C. A&T, el Departamento de agricultura de EE.UU. y los gobiernos locales. Las solicitudes de alojamiento relacionadas con una discapacidad deberán realizarse 5 días hábiles antes del evento, con Deb Fuller en el 336-641-2400.



City of High Point Community Garden Assistance Grant Report for July 2019 – June 2020

This past year, your community garden applied for, and received, assistance from the city of High Point. Please answer the following questions to provide a report to the City. This is an annual report, to be filled out each year that assistance is received by a community garden.

Your name: _____

Community garden name: _____

Community garden address: _____

1) Please give an update on your community garden. What successes and challenges has your community garden faced this year?

2) What crops were grown this year in the community garden? (check all that apply)

- | | | | | | |
|---|-----------------------------------|-----------------------------------|-------------------------------------|---------------------------------------|----------------------------------|
| ☐ Bean | ☐ Beet | ☐ Broccoli | ☐ Cabbage | ☐ Cantaloupe | ☐ Collard |
| ☐ Corn | ☐ Eggplant | ☐ Kale | ☐ Lettuce | ☐ Mixed Greens | ☐ Mustard |
| ☐ Okra | ☐ Peas | ☐ Pepper | ☐ Radish | ☐ Rutabaga | ☐ Spinach |
| ☐ Squash | ☐ Tomato | ☐ Turnip | ☐ Watermelon | | |
| ☐ Other (please list): _____ | | | | | |

3) How many people were actively involved in the community garden this year?

Adults (age 18 or older): _____ Youth (younger than 18): _____

4) What is the approximate size of planting area where food is grown? _____ square feet

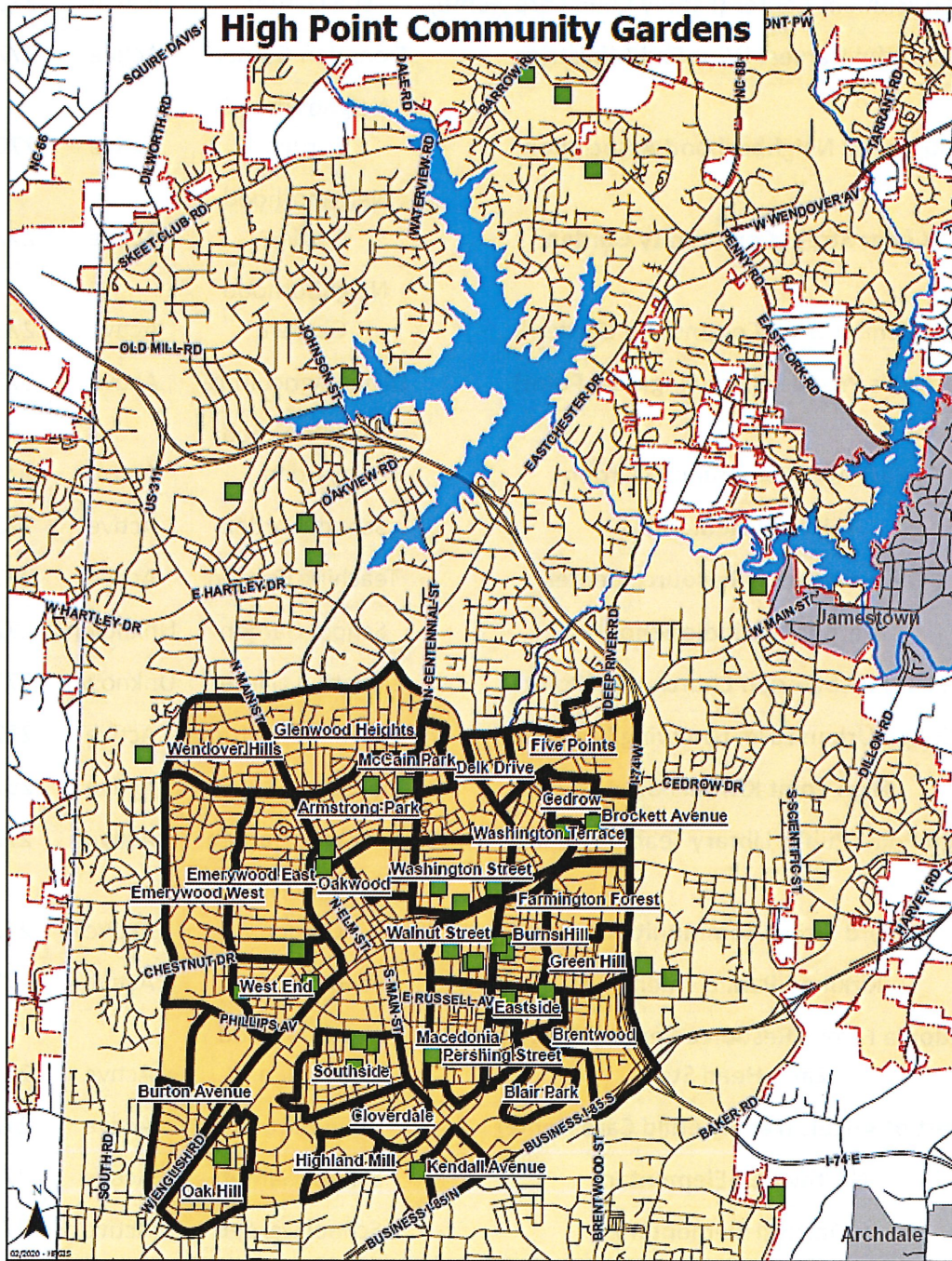
5) How was the harvest for the garden used? (best guess for percentage % of total harvest)

- | | |
|--|---|
| ☐ Personal or household meals: _____ | ☐ Cooking workshops or education: _____ |
| ☐ Donated to local families or food pantry: _____ | ☐ Sold at farmers market or stand: _____ |

33 Community Gardens in High Point

List prepared by Quina Weber-Shirk, Community & School Garden Agent

January 2020



Garden Name	Garden Type	Status	Zip Code
Allen Jay Elementary	School Garden	Active	27263
Andrews High School	School Garden	Active	27265
Bailey's Enrichment Center (Family Child Care Home)	ECE Garden	Active	27260
Bountiful Harvest West End Ministries	Donation Garden	Active	27262
Burns Hill Neighborhood Association	Neighborhood Garden	Active	27260
Cedar Street Community Garden	Neighborhood Garden	Active	27260
Covenant UMC Community Garden	Neighborhood Garden	Active	27265
Drozik's Produce (Growing High Point)	Urban Agriculture	Active	27260
East Ave. Community Garden	Neighborhood Garden	Active	27260
Fairview Elementary	School Garden	Active	27260
Fairview Family Resource Center	Teaching Garden	Active	27260
Ferndale Middle School	School Garden	Unknown	27262
First Presbyterian Church High Point	Donation Garden	Unknown	27262
Furlough Urban Farm (Growing High Point)	Urban Agriculture	Active	27260
High Point Kiwanis Garden	Donation Garden	Active	26260
High Point Public Library Teaching Garden	Teaching Garden	Active	27262
Howard Street Community Garden	Neighborhood Garden	Active	27262
Kirkman Park Elementary	School Garden	Active	27262
Macedonia Family Resource Center/ Macedonia Early Head Start	Neighborhood Garden	Active	27260
Nest of Angels (Family Child Care Home)	ECE Garden	Active	27260
Northwood Elementary	School Garden	Active	27262
Oak Hill Elementary	School Garden	Active	27260

Oak View Elementary	School Garden	Unknown	27265
Oakview Community Garden	Neighborhood Garden	Active	27265
Parkview Village Elementary	School Garden	Active	27260
Peanuts on Walnut (Growing High Point)	Urban Agriculture	Active	27260
Penn Griffin Middle School	School Garden	Unknown	27260
Pennybyrn	Neighborhood Garden	Active	27260
People of God Community Garden	Donation Garden	Active	27265
Shadybrook Elementary	School Garden	Unknown	27265
Southside Community Garden	Neighborhood Garden	Active	27260
Southwest Guilford High School	School Garden	Active	27265
Southwest Guilford Middle School	School Garden	Active	27265
The Aqua Tunnel (Growing High Point)	Urban Agriculture	Active	27260
The Greenhouse on Pershing (Growing High Point)	Urban Agriculture	Active	27260
The High Point Hopyard (Growing High Point)	Urban Agriculture	Active	27260
Thissell Grow Garden (Growing High Point)	Urban Agriculture	Active	27260
Triangle Lake Montessori	School Garden	Unknown	27260
Tumani - Hope Community Garden (World Relief)	Neighborhood Garden	Active	27262
Twin Oaks Urban Farm (Growing High Point)	Urban Agriculture	Active	27260
Union Hill Elementary	School Garden	Restarting	27260



Steeleman Park Community Garden, Greensboro



Sunflower Project, Greensboro @GSOSunflowerProject



Community Garden Leaders Training

FEBRUARY
22 & 29

9:30 AM-4 PM

A free 2-day intensive training for community garden leaders. This training will cover the community building skills and basic horticultural knowledge needed to start and sustain a community garden. See schedule on back.

• GO.NCSU.EDU/GARDENLEADERS •

OR CALL (336)641-2400

Are you...

- a new community & school garden leader?
- an existing garden leader?
- someone who wants to mentor and support community gardens in Guilford County?

JOIN US!



Cedar Street Community Garden, High Point

Join us!

• GO.NCSU.EDU/GARDENLEADERS •

DAY 1 - COMMUNITY

West End Ministries,
903 W English Road, High Point, NC 27262

Community Gardens in Guilford County
Building a Strong Community Garden Team
Resources & Steps to Success

DAY 2 - GARDENING

N.C. A&T State University Farm, Greensboro, NC
3136 McConnell Road, Greensboro, 27405

Gardening Tasks Through the Year
Managing Weeds, Diseases & Insects
Tour a Community Garden

Questions? Ask us!

Quina Weber-Shirk - jjwebers@ncsu.edu, (336)641-2427

Alyssa McKim - mamckim@ncat.edu

City of High Point

2020

COMMUNITY GARDEN ASSISTANCE APPLICATION





Community Garden Assistance Application

Questions? Contact:

Michelle McNair, Community Resource Manager at michelle.mcnaire@highpointnc.gov

Quina Weber-Shirk, Extension Agent at jwebers@ncsu.edu or (336)525-6112

Community Garden Name: _____

Community Garden Address (must be within High Point city limits):

Is this property owned by the city of High Point? ☐ YES ☐ NO

Contact Information:

Please identify at least two points of contact.

Primary Contact Person (*Who should the City of High Point and Ingleside Compost Facility contact?*):

Name: _____

Address: _____

City: _____ Zip: _____

Phone: _____ E-mail Address: _____

Contact for Non-profit Partner:

Organization affiliated with: _____

Name: _____

Address: _____

City: _____ Zip: _____

Phone: _____ E-mail Address: _____

1) Please attach a drawing of your community garden. Include measurements for the dimensions of your growing area (length and width) measured in feet. This can be your best guess.

2) What assistance are you asking for?

Note: Community gardens can request materials from Ingleside Compost Facility (listed below), or for the abatement of associated cost such water meters or irrigation valves. Tap fees and other related infrastructure improvements may only be approved on city-owned properties. Attach separate quotes for associated costs.

MULCH AND SOIL CALCULATOR

One-time start up allocation: of up to 30 cubic yards of soil and 30 cubic yards of wood mulch

Following years: up to 10 cubic yards total of wood mulch, soil, leaf mulch and compost per year

Need help calculating how much you need?

- For material used on paths, use a Mulch Calculator at:
 - <https://mulchbarn.net/mulch-calculator/>
- For material in garden beds, use a Soil Calculator at:
 - <https://www.gardeners.com/how-to/soil-calculator/7558.html>

ITEM	Quantity (in CUBIC YARDS)		Weight per cubic yard		Quantity (in TONS)
Wood Mulch		x	0.3 ton	=	
Soil		x	1 ton	=	
Compost		x	0.6 ton	=	
Leaf Mulch		x	0.6 ton	=	

Do you need assistance with delivery of materials from Ingleside?

- ☐ **No**, I can pick-up of materials from Ingleside.
- ☐ **Yes**, I request reimbursement for reasonable costs associated with delivery of materials from Ingleside to my community garden. (Please attach budget for requested reimbursement.)



City of High Point
Assistance to Community Gardens
Standard Operating Policies and Procedures

*Draft recommendations written by Quina Weber-Shirk,
Extension Agent for Community & School gardens*

POLICY FOR PROVIDING MATERIAL TO COMMUNITY GARDENS AND URBAN FARMS

Purpose

The purpose of this policy is to create guidelines for providing assistance to community gardens and urban farms in the form of materials from the Ingleside Compost Facility (soil, compost, leaf mulch or wood mulch), the cost of delivery of materials from Ingleside Compost Facility to a community garden, or for the abatement of associated cost such as water meters or irrigation valves; tap fees and other related infrastructure improvements may only be approved on city owned properties. Organizations will be responsible for their own water bills.

For the purposes of this policy, a *community garden* is an area of land used solely to grow and harvest food crops and non-food ornamental crops, for personal consumption or group use consumption or donation. Community gardens may be divided into separate plots for cultivation by one or more individuals or may be farmed collectively by members of the group and may include common areas maintained and used by the group.

For the purposes of this policy, an *urban farm* is a larger-scale, more intensive site where food may be grown by an organization or private enterprise, and often includes entrepreneurial opportunities such as growing food for sale.

For the purposes of this policy, a *Nonprofit organization* is defined as an organization that provides public services or whose activities promote a public purpose for the residents of High Point has a physical address located within the City of High Point and has been designated as 501(c)(3), or has other documentation of Nonprofit status. Neighborhood associations or community groups that run a community garden may qualify for assistance by the City of High Point by partnering with an eligible Nonprofit organization.

Application

Nonprofit organizations desiring to obtain assistance for a community garden will submit a verification of their Nonprofit status. This verification shall be satisfied with presentation of the 501(c)(3) designation letter. Religious organizations that fulfill all of the criteria for Nonprofit organizations listed above, but do not have a 501(c)(3) designation letter, are eligible if they are listed on the NC Secretary of State Registry of Charities & Fundraisers as "exempt" or have obtained a license (https://www.sosnc.gov/online_services/search/by_title/charities).

Evaluation

Applications for assistance under this policy and the Nonprofit verification documentation required by this policy shall be submitted to the Community Development and Housing Department (CD&H) in room 312 of City Hall. Applications may also be submitted online, through the City of High Point's CD&H website.

After the necessary documents are submitted, as described above, CD&H staff will:

1. Confirm the organization as a Nonprofit 501(c)(3) or other Nonprofit designation;
2. Confirm that the Nonprofit is engaged in a public purpose or service that provides a benefit to the residents of High Point;
3. Verify that the quantity of materials requested are within allowable amounts for the current calendar year;
4. Distribute copies of the application to the Community Gardens Advisory Committee for review and recommendation to the Director of Community Development and Housing;
5. Upon approval, execute necessary documents and record the transaction in a community garden registry

After verification and approval of the request for material, the Nonprofit representative will be notified of material availability via e-mail.

Costs and Liability

The Nonprofit will be granted a one-time start up allocation of up to 30 cubic yards of top soil and 30 cubic yards wood mulch at the time of initial construction of the community garden at no cost. In the years that follow these gardens may need either leaf mulch or compost to replenish the organic material in the beds. These gardens would be eligible to receive up to 10 cubic yards of leaf mulch or 10 cubic yards compost per year at no cost. If the community garden is located on city property, a new application would not be needed annually. Community gardens located on non-city property will require annual renewals. The Nonprofit organization will be required to purchase any additional amount of selected material that exceeds their annual allowance of no cost material provided under this policy. The City will not assume responsibility for any loss or damage associated with or arising from the Nonprofit's request for, collection of, or use of the material provided by the City under this policy.

Delivery

If not requested on the application, community gardens are responsible for picking up materials. Many community gardens struggle to find a pickup or dump truck to collect materials from Ingleside Compost Facility. If requested on the application, grant funds may be used to cover delivery of material from Ingleside to a community garden. Applicants may request reimbursement for reasonable costs associated with delivery (i.e. truck rental) once per fiscal year per garden.

Reporting

Recipients shall provide the City with an annual performance report for each fiscal year (July through June) that assistance is received. Such report shall include at the minimum the following information:

1. Progress on planned activities.
2. Assessment of the effectiveness of the garden in terms of produce yield.
3. Disposition of produce grown.

Said reports are due the fifteenth (15th) of July after each program year.
The City shall provide recipients the format of such report.

The City reserves the right to accept or reject requests at its complete discretion.



Steps to Success

- 1. Gather your Community**
 - Build a garden team of 5 to 10 people. Who is this garden for? Invite them to plan! People keep a garden growing; this is sustainability!
 - Ask: Why is a new garden right for us? (Is there a nearby community garden it makes sense to join?)
- 2. Integrate the Garden**
 - Mission: What are your goals? Why do you want to garden together?
 - Plan: How will the garden be managed? Will each gardener have their own plot, will it be a communal garden, or some combination? Develop leadership roles, committees, and garden guidelines.
- 3. Find a Garden Site (and Permission!)**
 - Easily accessible for gardeners, 8 hours of direct sunlight, access to water.
 - Written permission from the landowner to use the land for at least 3 years.
 - Check with your city's planning department about permits, liability insurance, or other requirements.
- 4. Develop the Garden**
 - Design the garden with input from the community, especially future gardeners. Start small and build on success. Developing in phases is a good way to go.
 - Identify partners and support organizations who can help with resources and funding.
- 5. Build Community Year-round**
 - Hold workdays, educational workshops, potlucks and garden parties.
 - Provide education throughout the growing season, especially to new gardeners.

Resources through Extension

Gardening Questions

Contact the Extension Master GardenerSM Volunteers (EMGV) Infoline: (336) 641-2404 or guilfordmg@gmail.com.

- Research-based answers for any gardening question
- Help understanding soil sampling and soil test reports

Community Garden Mentors

Extension Master GardenerSM Volunteers (EMGV) offer community garden mentors who can provide support with:

- Garden site selection and planning
- Advice on garden team development
- Plans for garden construction and planting
- Best practices for gardening with youth

Attend Free Gardening Classes or Request a Garden Workshop for your Community offered by Guilford County Cooperative Extension and Master Gardeners.

- List of classes at guilfordextension.com, under "Free Gardening Classes"
- For more information, call Guilford County Cooperative Extension at 336-641-2400

Community & School Garden Agent

County Extension Agent Quina Weber-Shirk:

- Training for community gardeners
- Technical assistance with sustainable gardening and community building
- Site visits to community gardens

Volunteers in your Community Garden

Share volunteer opportunities in your community garden through the Volunteer Center of Greensboro's Reducing Hunger Through Ser-vice Program.

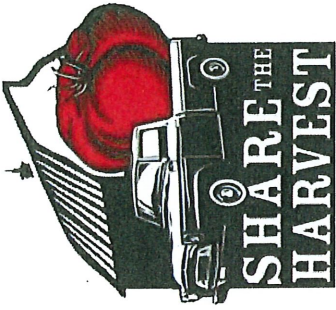
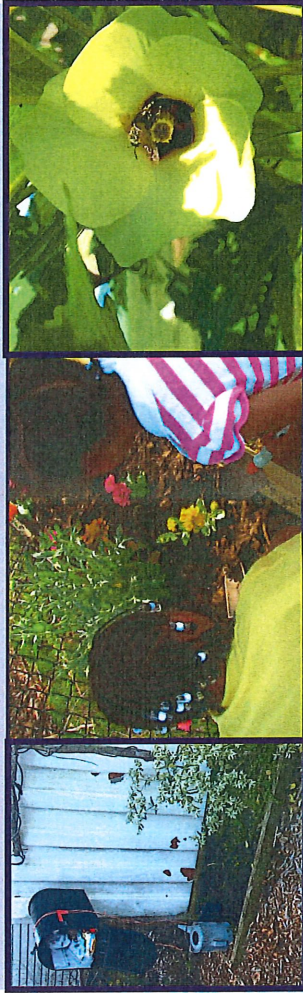
- Contact County Extension Agent Quina Weber-Shirk to post your need.

Seed Donations

- *Seeds to Share* is an event for community and school gardens to receive free herb, vegetable, and flower seeds for their gardens. The event is the first Saturday in February in Greensboro and the second Saturday in February in High Point.

Up-to-Date Grant Opportunities

- *Guilford County Extension Master GardenerSM Volunteers Community Garden Micro-grant*, every spring, for NEW community gardens—contact Guilford County Cooperative Extension.



Share the Harvest

You can donate produce every June to September! Share the Harvest is an all volunteer organization that exists to distribute donated produce equitably to those who are hungry in our community. More information at: <http://sharetheharvestguilfordcounty.org>

Support a Community Food Access Group

- **Greater High Point Food Alliance**
ghofa.org, 336-899-08865
- **Greensboro Community Food Taskforce**
greensboronc.gov/government/community-food-task-force
336-373-7617
- **Growing High Point**
growinghighpoint.org/, 336-848-1516
- **Guilford Food Council**
guilfordfoodcouncil.com

For more information, contact:

Quina Weber-Shirk

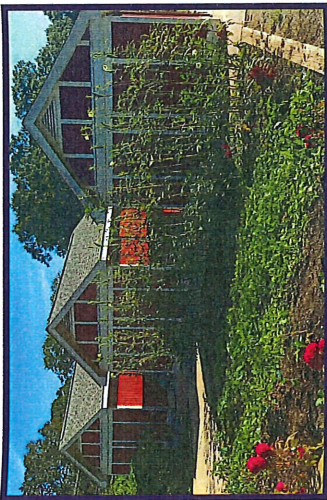
Community & School Garden Agent
Guilford County Cooperative Extension
(336) 641-2427 | ljwebers@ncsu.edu



North Carolina Cooperative Extension
Guilford County Center
3309 Burlington Road
Greensboro, NC 27405
(336) 641-2400
guilfordextension.com

North Carolina A&T State University and North Carolina State University commit themselves to positive action to secure equal opportunity and prohibit discrimination and harassment regardless of age, color, disability, family and marital status, genetic information, national origin, political beliefs, race, religion, sex (including pregnancy), gender identity, sexual orientation and veteran status. NC State University, NC A&T State University, U.S. Department of Agriculture, and local governments cooperating.

Accommodation requests relation to language or a disability should be made by 5 business days before an event to Deb Fuller at (336) 641-2400.



Community Gardens in Guilford County



What is a Community Garden?

"anywhere a community of people joins together to garden"

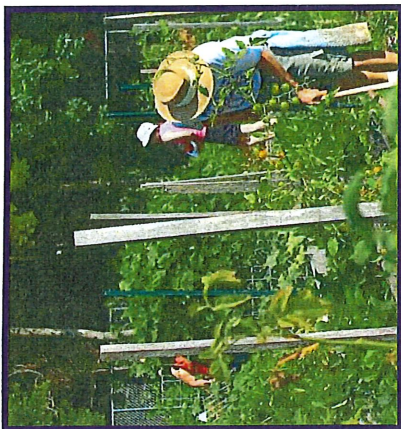
- Community Gardening, The Brooklyn Botanic Gardens

Community gardens are as varied as the neighborhoods in which they thrive. Each is developed to meet the needs of the gardeners who come together to grow fruits, vegetables, flowers, and herbs on common ground.



Why Join a Community Garden?

- Community:** Meet your neighbors and other community members as you garden and learn from each other. Involve your whole family - this is for gardeners of all ages!
- Health:** You are more likely to eat something that you have grown, and you can grow a wide variety of healthy, nutritious food! Gardening also decreases stress and increases physical activity.
- Money:** By eating what you grow, you may reduce the amount you spend on groceries. Some community gardeners earn income by selling the produce they grow.
- Nature:** Connect with plants, pollinators, birds, and nature in the garden.
- Life Skills:** In addition to a wealth of plant growing information, gardening teaches planning, organization, and teamwork.



Get Involved!

Support or start a Community Garden

- More than 100 community gardens have been started in Guilford County!
- Call Quina Weber-Shirk at Guilford County Cooperative Extension, and she will connect you with a garden

Join the Community Garden Email List

- *Guilford County events and Garden-Wise newsletter:* sign up at guilford.ces.ncsu.edu/community-and-school-garden-network/

Find more information on our website: guilford.ces.ncsu.edu/community-and-school-garden-network/

- Research-based gardening information
- Best practices for starting and sustaining a community garden
- Grants for community gardens
- Upcoming events, workshops, and training for community gardeners