

**CITY COUNCIL
COMMUNICATION:**

ITEM _____

**OFFICE OF THE CITY MANAGER
CITY OF DES MOINES, IOWA**

99-097

SYNOPSIS -

AGENDA:

MARCH 15, 1999

SUBJECT:

JOB SPECIFICATION

TYPE:

RESOLUTION
ORDINANCE

RECEIVE/FILE

SUBMITTED BY:

WILLIAM STOWE
HUMAN
RESOURCES
DIRECTOR

Receive and file the job specification for the new position of Community Gardening Coordinator to be located under the Park and Recreation Department, Botanical Center. This is a full time position being created with funds from one of the Botanical Center's seven-month Horticultural Technician positions and a 21st Century grant through the Des Moines Independent School District (DSMISD). The Community Gardening Coordinator position will require a level of horticultural experience, but more important are the skills necessary to work with diverse populations in the establishment of community gardens that are essentially operated by the citizenry and community based organizations.

FISCAL IMPACT -

Salary and benefits for this position (\$29,717 + \$11,567) totals \$ 41,284 and has two funding sources:

- The salary and benefits from the elimination of one budgeted seven-month worker totals \$ 20,449 annually; and
- Remaining salary and benefits for the first year from the City's Parks Cleanup Fund; year two and three from the DSMISD's 21st Century Grant totals \$20,835 annually. The contract agreement and salary contribution from the DSMISD's 21st Century Grant has not been finalized. If funds from the 21st Century Grant are not realized, then an additional seven-month worker will be eliminated to provide the necessary salary.

RECOMMENDATION -

Receive and file.

BACKGROUND -

The Community Gardening Coordinator is important to the scope of the Neighborhood Based Service Delivery effort currently being initiated by the City Manager. In association with the Des Moines Public Schools, the Community Gardening Coordinator will recruit, instruct, and support community group leaders in organizing and maintaining productive community gardens by coordinating and networking with area agencies to provide the resources needed for each garden. This position is highly visible and will have close ties to school and community organizations involved in social and cultural development activities with special emphasis on urban agricultural and horticultural programming, with emphasis on organic gardening principals.