

2018 Troy Community Garden Information, Rules & Expectations

**Please read this document before signing your garden plot application*

2018 Application Deadlines

MARCH 3 – By Mail

Mail-in registration deadline for those not able to attend spring registration. *Applications must be accompanied by payment and a completed demographic form* (pg. 3 of the application).

MARCH 10 – In Person @ Spring Registration

10am-12 noon | Lakeview Lutheran Church | 4001 Mandrake Rd.

Learn about changes for the upcoming season, ask questions, and get help filling out the application. *We strongly encourage all new and returning gardeners to attend.* Hmong, Lao or Spanish interpreters will be available.

2018 Calendar

Date:	Time:	Event:
3/3	11:59pm	Mail-in Application Deadline
3/10	10am - noon	Spring Registration
4/21	9am - noon	Opening Day (snow, rain or shine)
3 rd Sat	9am - noon	Work Days (monthly)
5/12	10am - noon	Troy Farm Plant Sale
5/19	11:59pm	Planting Deadline
10/6	TBD	All-gardener Meeting (tentative)
10/20	9am - noon	Closing Day
11/30	11:59pm	Last day to complete vol. hours

Thursdays on the Land

4-7pm

Farm Stand
Pizza Nights
Music
Gardening for Good
Activities

Join the family fun!

Work Days | 9am - noon

April 21	May 19	June 16	July 21	August 18	September 15	October 20
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How will I know whether I received a plot?

Please do not begin gardening until you receive your plot number(s).

- **ALL gardeners** will receive their plot number(s) at Opening Day.
- **RETURNING gardeners** may receive an email with their plot number(s) prior to Opening Day. Those without email must attend Opening Day.
- **NEW gardeners** must attend Opening Day to receive their plot numbers. If you cannot attend, please email troy53704@gmail.com or call (608) 313-5188 after Opening Day to receive your plot number and schedule an orientation.

New in 2018 ★

Rototilling Plots: We do not plow plots. You can bring your own equipment or hire help (see services list at <https://danegardens.net/materials-and-services/>).

Path Maintenance: Gardeners are responsible for maintaining *half the width* of the paths bordering their plots. Mowers in the shed may be used. Paths must be passable and free from weeds, sticks, rocks, wood chips and wayward fencing material.

Contact

Email: troy53704@gmail.com

Phone: (608) 313-5188

Urgent Water Leaks: (608) 240-0409 or (608) 616-5016

2018 Troy Community Garden Rules and Expectations

VOLUNTEER REQUIREMENTS: Gardeners are required to volunteer **3 hours per plot**. The last day complete your hours is **November 30**. If you fail to complete your hours you will be charged \$10/hour before your application will be accepted the following year.

You may choose ONE of the following option to fulfill this requirement:

1. Volunteer!
 - a. Attend a work day. You may bring family/friends to any work day and count their hours toward your total.
 - b. Join a team (see handout or website, details below)
 - c. Sign-in and work independently on the tasks listed in the kiosk
2. Pay for *all* your volunteer hours at a rate of \$10.00/hour (1 plot = \$30.00, 2 plots = \$60.00, etc.)
3. Pay using [Timebank](#) hours if you are a current member (rate of 3 Timebank Hours/plot).

*No partial payments or combinations of work/paid hours are allowed.

VOLUNTEER TEAMS: The community garden is organized and run by volunteers and divided into various teams to meet the needs of the garden. A partial list of teams and their leaders is posted on the garden kiosk. All gardeners are encouraged to volunteer for a team to keep the gardens running smoothly. For a complete list of the teams with descriptions see: <http://www.communitygroundworks.org/what-we-do/troy-community-gardens/subcommittee-descriptions>.

SEASONAL PLOT ASSIGNMENT: Returning and new gardeners are required to apply each year. New gardeners may only apply for one plot the first year. Gardeners should submit one application per household. If good standing is maintained, the gardener may apply for one additional plot the following year. The maximum number allowed is four plots. Plot changes should be requested on the application and will be considered by the Plot Assignment Team. Volunteer hours and plot maintenance remain the responsibility of the gardener listed first on the application. There are **no refunds** of any kind unless there is no initial plot assignment made.

PLANTING DEADLINE: Due to high demand for gardening space, plots must be planted by the **first work day in May**. If your plot is not tended or actively planted by the deadline, you will be contacted and asked if you plan to garden this season. If not, your plot will be reassigned before **June 1** so that another gardener can access the plot for a full season.

“WEED or LOSE YOUR PLOT” POLICY: Gardeners are required to weed at least once a week. During long absences from the garden, gardeners should find a friend or relative to weed for them. If a gardener needs temporary assistance due to an illness or injury and the gardener cannot find friends or family to help, please contact troy53704@gmail.com or call (608) 313-5188 to be matched with a garden buddy that is willing to help you. The gardener must agree to provide their email and/or phone number to other gardeners, so they can be contacted directly. **The gardener who needs temporary assistance will ultimately remain responsible for the upkeep of their plot whether anyone stepped forward to help or not.** In addition, the request for assistance should be for a temporary, short-term situation due to injury or illness. If circumstances are such that a gardener cannot take care of their plot long term due to their situation, they should consider giving up their plot and reapplying in the future. Gardeners who volunteer to help other gardeners should email troy53704@gmail.com or call (608) 313-5188 so their volunteer hours may be recorded.

REPORTING WEEDY PLOTS: Confidential complaints about weedy plots may be made by contacting the Plot Monitoring Team (troy53704@gmail.com) or by calling (608) 313-5188.

PLOT MONITORING is performed regularly by the Plot Monitoring Team. Monitoring occurs from May through October. Monitors assess if plots are tended/planted by the first work day in May, weeded regularly, kept free of garbage, growing only approved plants, and if paths next to plots are being maintained and free of debris. Plot monitors will contact gardeners who do not meet these basic standards. Gardeners have 10 days to correct the situation once contacted. If you do not respond or have been contacted by the Plot Monitoring Team repeatedly in one season about a persistent problem, you may be asked to forfeit your plot(s) for the current year and will not receive your plot(s) the following year. If you are asked to forfeit your plot(s), you can submit an appeal to the Troy Community Gardens Steering Committee by emailing troy53704@gmail.com or calling (608) 313-5188. You may re-apply for a garden plot after the one-year penalty period (e.g. If you forfeit your plot in July 2018, you may re-apply for the 2020 season). See [website](#) for full details on plot monitoring.

TEMPORARY HELP WITH YOUR PLOT: Gardeners needing temporary help getting their plot cleaned up, planted or weeded may request help from other gardener volunteers at a monthly work day. If there are extra gardener volunteers at the work day who are willing to help the gardener, they will be assigned to assist the gardener. The gardener needing help must work side-by-side with the volunteers in the plot. In exchange, the gardener receiving help must work extra volunteer hours equivalent to the hours of help received that day. For example, if two people helped you in your plot for one hour, you must give back two extra hours at a subsequent work day and still fulfill your three hours of volunteer time per plot per year. The work you do in your own plot does not count toward your volunteer time.

NO SELLING: Produce grown at the community gardens may NOT be sold.

GOOD NEIGHBOR POLICY: Please show respect for other gardeners by not entering other plots without permission. Plants taller than 4 feet must be grown in the center of the plot or permission must be granted from the neighbor to grow them near the plot edge. Perennials that are difficult for successive gardeners to eradicate must not be grown (e.g., Jerusalem artichokes, horseradish, comfrey, mint, grapes, woody trees or shrubs, and raspberries). Harassment, theft, criminal behavior or repeated use of banned substances will be grounds for expulsion. If you notice a fellow gardener violating garden rules, please email troy53704@gmail.com or call (608) 313-5188.

WILD PARSNIP: Do not cultivate wild parsnip within your plot. If wild parsnip self-seeds, remove the plant from your plot. Dig out entire root of small plants or sever root just below soil surface for larger plants. Wear protective clothing. Plants can be composted. If skin comes into contact with wild parsnip and then is exposed to the sun, severe blistering and burning can develop. For more information, see <http://dnr.wi.gov/wnrmag/html/stories/1999/jun99/parsnip.htm>.

NO TOBACCO PRODUCTS IN GARDEN PLOTS: The use of tobacco products such as cigarettes, cigars, pipes, or chewing tobacco is prohibited in garden plots. Tobacco products can: 1) harbor the tomato mosaic virus; 2) have negative health consequences for garden neighbors (e.g., asthma); and 3) be a fire hazard. If you wish to use tobacco products, please step away from the garden plots and other people on the land and dispose of the materials appropriately.

NO OPEN FLAMES ALLOWED: No open flames are within the garden plots. Examples would include propane blow torches to suppress weeds and barbecue grills.

TOOLS should be brushed off and returned to the shed after use. Please keep the shed door closed.

PATH MAINTENANCE: Gardeners are responsible for maintaining *half the width* of the paths bordering their plots. Mowers in the shed may be used. Paths must be passable and free from weeds, sticks, rocks, wood chips and wayward fencing material. **DO NOT** place woodchips or plant debris outside the perimeter of our plot. **DO NOT** dig or plant outside of your plot boundaries (see CONSERVE WATER below).

CONSERVE WATER. Do not let your children play with the water. Use hose nozzles and sprayers. Water rows individually instead of spraying water overhead. **Beware of shallow water lines near plot boundaries** - a shovel could easily damage the waterline! Leaks and emergency repairs should be reported to Community GroundWorks immediately: 240-0409 or 616-5016.

WOOD CHIPS/OTHER MULCH: Mulch such as leaves, marsh hay, and wood chips are allowed WITHIN the plot boundaries. The Plot Monitoring Team will monitor for wood chips used outside of plot boundaries. Dyed wood chips, carpet mulch, and stone mulch **are NOT allowed** anywhere in plots, outside the perimeter of plots or in the paths between plots. If used, plastic sheeting should be disposed of at the end of the season before it degrades.

MANURE that is *well-composted* or *sterilized* is allowed. Because of the risk of bacterial contamination (e.g., E coli), fresh manure is **only** allowed in the month of November, so it has time to decompose over winter. Never use fresh manure near still viable crops. For more info about safe application, visit <http://hort.uwex.edu/articles/safely-using-manure-garden>.

VANDALISM AND THEFT may be discouraged by a fence around one's plot. For minor concerns, contact the garden coordinator (troy53704@gmail.com) (608) 313-5188). For theft, vandalism, and behavior issues, contact the police non-emergency number (608) 255-2345 with a description of the offender, their vehicle and their plate number (if obtainable). Community GroundWorks has no responsibility for lost or damaged personal property or crops.

VEHICLES are not to be driven onto the property. Parking is allowed on either side of Troy Drive but vehicles must remain 12 feet from residential mailboxes to maintain mail truck access.

DOGS are allowed only on a leash in the community gardens but may run free in the prairie located behind the tree line north of the community gardens. Pet waste must be taken home for disposal.

CHILDREN must be accompanied by their parents and must respect garden property. Do not let your children play with the water.

PLANT REFUSE: Undesirable plant material should be used as mulch or composted in your plot. Sunflower stalks, woody plants, and sticks may be placed in the brush piles located on the N end of the garden. Diseased plants should be bagged up and removed from the property. **DO NOT** put weeds, old plants or dirt on the paths or in the trash bins. Doing so may result in "bad standing."

ORGANIC GARDENING METHODS ONLY: All garden plots are to be tended using organic gardening methods. Use of pesticides, herbicides, and insecticides made from synthetic materials as well as use of chemical fertilizers like Miracle-Gro is strictly forbidden. Treated lumber is not allowed in plots as the chemicals used in the lumber do not conform to organic gardening methods.

PLOT CLEAN UP: Gardeners receive plots "as-is." Fencing and crops may remain in place and gardening may continue year round if the gardener is in good standing and intends to return the following year. If not returning, gardeners are required to leave the plot in usable condition and remove all personal property (perimeter fencing may remain). Any property still left in the plot by 9 am Opening Day becomes the property of the next gardener. Corner stakes marking plot perimeters should remain in place from season to season.