

Contract Annex A

Estes Valley Community Garden (EVCG) Policies



These policies are established for the benefit of all Community gardeners to help make gardening an enjoyable and satisfying experience.

Gardeners' Responsibilities:

1. All new gardeners must attend orientation. Returning gardeners are encouraged to attend. Dates & times will be announced.
2. Gardeners are responsible for planning, planting (seeds and/or starts), supplemental watering, and weeding their own garden plots.
3. If you cannot begin working on your plot by June 1, please notify the Board at evcg@evcg.org.
4. If you no longer want your plot, a rental refund will be given if you notify the Board at evcg@evcg.org on or before June 1 of the current year.
5. Unattended plots may result in forfeiture of gardening privileges for the following year.
6. Gardeners are expected to contribute 2 service hours per year and to help during work days in spring and fall. Opportunities, announced by email and on the white board at the tool shed, could include general clean-up, maintenance or construction projects, watering, delivering produce to Crossroads, serving on an EVCG committee or helping with special events.
7. Gardeners are encouraged to supply their own tools. There are some tools owned by the Community Garden, stored in the tool shed. Please clean and return them after use.
8. Gardeners must not disrupt EVCG operations or events.
9. Gardeners who want to cover crops to extend the growing season are responsible for materials and maintenance.
10. Hail cloth and other items that could be loosened by wind are not permitted between October 31 - April 1.
11. Gardeners are responsible for closing down their plots on or before October 31st each year, or when they give up the plot.

Garden Plot Assignments:

1. All Gardeners who want to renew for the following season should respond to the EVCG email inquiry in February and will be guaranteed their current plot, if contract and payment are received by March 28. This policy will be reviewed each year.
2. The plot rental fee for one growing season is \$60.00. The fee is non-refundable after June 1. The fee pays our monthly water bills as well as helping to fund capital improvements and general garden maintenance.
3. One plot per household please (same address), but any number of people can share one garden plot. All names must be listed on the signed contract.
4. EVCG Board and EVCG donors must go through the application process for a plot along with everyone else.
5. There are some dedicated plots, for example: Crossroads Ministry's Food Bank, Girl Scouts and the Elementary School.
6. Tall garden plots are reserved for people with special needs.

Garden Plot Application Procedures for New Gardeners:

1. Applications by new gardeners for garden plots will be accepted at any time. Applications will be placed on a waiting list by date received. Open plots are offered to waiting list applicants in date-received order.
2. Download the Gardener Application and Garden Policies from evcg.org and submit the completed form by email or postal mail.
3. If a garden plot opens during the growing season, it will be offered to the first person on the waiting list. Payment will be required within 2 weeks of the offer, to secure the plot.

Garden Etiquette:

1. Parking is provided in the two lots close to the site – east by the tennis courts or northwest by the Skate Park. Do not park along Manford Avenue.
2. Be sure the gates are closed at all times to keep out large and small critters.
3. Please be respectful of your fellow gardeners.
4. We welcome children in the Garden provided they are supervised by an adult.
5. Green waste will be collected and disposed at Start-up Day in spring and Clean-Up Day in fall. During the

- gardening season, please take all green and other waste items from your plot home for disposal.
6. The Community Garden is a no-smoking area.
 7. Service dogs are welcome, but no pets inside the fence.
 8. Use headphones if gardening with music.
 9. Make sure you are gardening in your own plot. Do not harvest from any other plot without permission.
 10. Be mindful of the shade impact of taller crops on a neighboring plot.
 11. Keep creeping and vine plants out of the walkways and neighboring plots.
 12. Marijuana or other drugs may not be grown in the Community Garden.
 13. Be mindful of any flagged rodent traps. Keep children, and your own fingers, safe.

Gardening Guidelines:

1. For the safety and enjoyment of everyone, the Community Garden is chemical-free.
 - a. Only organic products and methods may be used for fertilizer and for insect, disease and weed control. Organic seed or organic plant starts are not required, as they may be more difficult to obtain or more expensive.
 - b. No chemical fertilizers, pesticides or herbicides are allowed. Products approved by Organic Materials Review Institute (OMRI logo on package) may be used. In addition to any organic fertilizer or compost, mulching between planted areas is encouraged.
 - c. No fresh manure or aged manure from stables should be used in the garden plots. Many weed seeds remain viable in manure and are easily spread. Commercially processed compost is allowed.
 - d. Weeds should be pulled by hand or covered with organic mulch. Copies of a free Estes Valley noxious weed identification booklet are available in the tool shed.
 - e. There is currently no composting in the Garden. Green waste will be collected and disposed at Start-up Day in spring and Clean-Up Day in fall. During the gardening season, please take all green and other waste items from your plot home for disposal. Composting options may be explored for the future.
2. Water:
 - a. A drip irrigation system is provided to all plots. Currently each of the 6 zones is watered in rotation; a schedule and zone map can be found in the tool shed. Notify the Operations Team as soon as possible if you notice leaks or damage in any part of the water system, by email to evcg@evcg.org, or call one of the emergency numbers posted in the shed.
 - b. Hoses and nozzles are provided. Use them as sparingly as possible, but do use enough for your plot's success. Water in the Community Garden is Town water, and it is expensive.
 - c. When watering, do not drag hoses through other gardeners' plots, try not to spray onto other plots, and return a rolled-up hose to the frame provided.
 - d. The water system will be turned off in the fall, as determined by Estes Valley Recreation and Park District and weather conditions. Gardeners will be notified when the water is turned off.

Annual review:

The Estes Valley Community Garden Board encourages gardeners' feedback throughout the growing season. An annual gardener survey will be emailed at the end of each growing season to help us learn from each other and help grow our Community Garden.

Questions:

Ask the Board by emailing evcg@evcg.org, via the "Contact Us" page on the website evcg.org, or leave a message on the whiteboard. You will receive a timely response.

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