



# WILLARD COMMUNITY GARDEN

LOCATED AT 650 NORTH MAIN ST

## GARDEN REGULATIONS & GARDENER RESPONSIBILITIES

### GARDEN REGULATIONS

1. The Garden is open for Gardeners to work in their assigned plot(s) all days of the week, including weekends and holidays, from 6:30 A.M. to 8:00 P.M.
2. Illegal or invasive plants are prohibited.
3. The use of alcohol, drugs, and smoking on garden property is prohibited.
4. Carrying of weapons of any kind on the garden property is prohibited.
5. Littering and vandalism on the garden property is prohibited.
6. Children (under 18) must be accompanied by an adult and supervised at all times.
7. No pets except service animals are allowed on the garden property.
8. Report all suspicious and unsafe conditions to the Willard Maintenance Department at 419-933-7531.
9. In the case of an emergency while at the garden property, call 9-1-1.

### GARDENER RESPONSIBILITIES

1. Garden plots will be tilled by the City of Willard in late April. All garden plots will be prepared for planting by the assigned Gardeners by May 1<sup>st</sup> (weather depending). Gardeners must have their assigned garden plot(s) planted by June 10<sup>th</sup>, or the plot(s) may be reassigned.
2. Each Gardener is responsible for the planting and maintenance of their assigned garden plot(s). This includes, but is not limited to, spring planting, watering, weeding, harvesting, fall clean up.
3. Each Gardener is responsible for providing maintenance duties to their assigned garden plot(s) at least once a week. If any plot remains unattended for more than three (3) weeks, the plot(s) may be reassigned.
  - a. If for any reason a Gardener finds they are unable to maintain their assigned garden plot(s) for a short absence, the Gardener is responsible for making arrangements with other Gardeners to maintain their plot(s) during their absence.
4. Each Gardener will be given access to a lock on the shed located on the garden property for access to communal use tools, supplies, and a water hydrant. Each Gardener is responsible for locking the shed when working in their garden plot(s) and before leaving the garden property to ensure protection for the communal use garden assets.
5. Communal use tools, supplies and water are available to all Gardeners in the shed located on the garden property. The tools and supplies are the property of the City of Willard and are not to leave the community garden property.
  - a. Each Gardener is responsible for signing in (upon arrival) and out (upon departure from garden property) on the clipboard located in the shed.
  - b. Each Gardener is responsible for cleaning any tools used and returning them to the proper location within the shed before leaving the garden property.
  - c. Each Gardener is responsible for ensuring that the use of water is never unattended.

- d. Each Gardener is responsible for turning off the water hydrant before leaving the garden property.
  - e. Report immediately any observance of neglect or damaged communal use tools, supplies, or water to the Willard Maintenance Department at 419-933-7531.
  - f. Report immediately any stolen communal use tools, supplies, or water to Willard Police Department at 419-933-2561.
6. Be respectful of the community garden and fellow Gardeners.
  - a. Gardeners are prohibited from harvesting any crops from another Gardener's plot(s) without permission from the assigned plot Gardener.
  - b. Each Gardener is responsible for ensuring that no plants are planted or placed in such a way as to shade or encroach on another Gardener's plot(s).
  - c. Each Gardener is responsible for ensuring that the garden paths be kept free and clear of all obstacles.
    - i. Hoses must be run along paths (not through other plots) and disconnected after use.
  - d. Each Gardener is responsible for throwing away trash in the onsite trash can.
  - e. Each Gardener is responsible for placing weeds, dead plants, etc. in the marked compost area on the property.
7. Garden plots designated organic, must be planted and maintained organic throughout the year. This includes the use of organic seedlings or plants and applying organic treatments.
8. Pesticides may be applied to the Gardeners plot(s) only. Herbicides are prohibited to be used in the community garden.
9. Diseased and infected plants should be removed from the garden and disposed of immediately and properly.
10. Any personal garden tools or supplies must be stored within each Gardener's plot(s). The City of Willard is not responsible for tools or personal property left unattended or stolen on the garden property.
11. At the end of the growing season, each Gardener is responsible for cleaning their assigned plot(s) of all weeds, plants, weed-blocking materials, tools, supplies and anything else leaving the plot(s) as clear as found in the spring. Gardeners must have their assigned garden plot(s) cleaned by October 31<sup>st</sup>.
12. Preference is given to current Gardeners for the following year. Returning Gardeners may request the same location or a different location. Gardeners requesting more than one (1) plot will be at the discretion of the City of Willard.