

Sample Rules for Adopter Groups

The Adopter Group may elect to go beyond the City's requirements and create additional rules for conduct and opportunities for public involvement. The City encourages the Adopter Group to tailor the garden to your neighborhood or group goals, paying particular attention to allocating plots and handling plot turnover from gardener to gardener. The following are sample rules from other communities that offer organizational ideas and hopefully improve the gardening experience and growing success.

Orientation

- Attendance at Orientation is mandatory for new Gardeners. The purpose of a scheduled Orientation is to explain the rules of the garden, answer questions and offer advice to new Gardeners, and develop friendships among the Gardeners.
- The Group shall inform new members of the Community Garden rules and regulations, stressing the importance of ongoing maintenance.

Saturday Morning Communal Work

- Saturday mornings are "social hour" at most community gardens. This is when most Gardeners gather to work side by side, talk about the weather, and gawk at each other's plots.

Volunteer Days

- Attendance at (one or two) volunteer day(s) per year is mandatory. Bring a picnic lunch for afterwards.
- As a garden member, you are expected to participate in park clean-up events such as during Earth Day or a Keep Tallahassee-Leon Co. Beautiful event, or those held in conjunction with the Friends of the Parks organization.

Safety

- Safety is a top priority. Carrying a cell phone is suggested in case of emergency. Call 9-1-1 immediately if you feel threatened or unsafe.
- Do not give money to people in the park because this encourages harassment of other Gardeners.
- Use good judgment about whether to offer your harvest to people in the park because this could lead to pilfering in the garden.
- Keep aware of your surroundings; do not leave any possessions unattended and put away tools and other materials when you are done with them.

Tools

- Community tools are stored in the toolbox. Feel free to use, but please return each time you use, or they will be lost.
- Secure the communal toolbox and help maintain the shared tools.

Funding

- The Group may wish to organize fundraising events to finance needs of the community garden such as a compost bin, water hoses, plant starts, etc.
- To cover garden expenses, the Adopter Group requests an annual donation of \$20 for use of a plot. All donations shall be used exclusively for the construction, operation, or maintenance of the community garden. For example, the collected donations may be used for purchasing hoses, signs, flowers, a fence, or to post or enhance the restoration deposit.

COMMUNITY GARDENING PROGRAM

Common Area Maintenance

- Paths shall be maintained on all sides of a garden plot by the gardener whose plot touches a path. Maintained means weed free. For those gardeners sharing a path between plots, both gardeners are held jointly responsible for path maintenance.
- Do not take individual action in any common areas, except general path maintenance, without working with the whole garden group.

Plot Utilization and Turnover

- Plots must be worked and planted by March 1st. Any plot which remains unplanted after this date will be reassigned.
- One plot or maximum allowable square footage for your garden per household.
- Annual renewal: Plot holders must renew their garden space annually OR plots will be automatically renewed unless the plot holder communicates otherwise to the Adopter Group leader.
- The plot holder cannot give the garden space to others.
- Co-Gardeners are allowed. However, they can only become the primary plot holder if they have been co-gardening long enough to be assigned a plot from the waitlist.
- Plot holders are not allowed to permanently work other peoples' plots.
- When the plot holder no longer wants the plot:
 - (1) Plot holder must notify and establish a timeline for turnover with the Adopter Group leader.
 - (2) Plot holder should leave the garden space in reasonable condition. They must remove all non-plant materials unless arrangements are made with garden leadership.

Individual Plot Maintenance

- Gardeners shall maintain their plots at all times. Plots do not have to be picture perfect but should be reasonably maintained. Reasonably maintained means plots are weed free and mulched, plants are watered and cared for, and produce is actively harvested.
- Restraining devices should be used to keep plants upright, such as tomato cages or bean poles.
- Plots shall be tidied and mulched when not in use.
- Garden space is defined as a garden plot (x-feet by x-feet) and the pathway that surrounds that plot. Garden space must be weeded and planted within 2 weeks of plot assignment. Active gardening reflects seasonality.
- If vacations or other circumstances prevent the plot holder from caring for the plot space, they must arrange for someone else to care for it in a way consistent with City standards.

Individual Plot Neglect

- If a plot appears untended (weeds overgrown or crops un-harvested) the gardener will receive a warning email or other warning notice from the Adopter Group leader. If the plot is not tended within 7 days of the first warning, the Adopter Group shall issue a second warning. The second warning will explain that the gardener has 7 days from the date of the second notice to tidy the plot, and if plot is not tidied after 7 days, the plot can be reassigned to another Gardener and the garden contents, and any donations made will be forfeited.
- If the adopter group has contacted a plot holder about an untended garden space two times in one year and it becomes untended a third time, staff may reassign the garden space if there is a waiting list.