

## Community Garden Guidelines & Information

The Williams Bay Recreation Department is dedicated to operating a successful garden plot program that meets the needs of community members and provides them with access to fresh, seasonal produce. In order to operate such a program, gardening guidelines have been established. Please review the information on the following pages carefully as policies will be enforced in an effort to protect gardeners, the community and the Recreation Department.

If you have questions or concerns about any of the policies, please contact our office at 262-245-2720 or [recdept@williamsbay.org](mailto:recdept@williamsbay.org). Once you've reviewed all the attached information, please fill out and sign the reservation form and gardener agreement on page 4.

### Visiting Your Plot:

Lions Field Park is open daily from dawn to dusk. Gardeners may work in their plots any time the parks are open. Vehicles must be parked in designated parking areas at Lions Field House Parking lot or in the parking spaces on Stark Street. Vehicles are not allowed inside plot areas, on grass walkways or off roads in any other parts of the parks.

### Water:

Water Barrels are provided throughout the gardening areas. A drop hose will be installed from the barrels to the ground to minimize splashing as water containers are filled. Gardeners are not permitted to attach additional hoses to the barrels or to use drop hoses for spraying gardens. Inappropriate use of barrels or hoses may result in outages as well as restriction of water privileges. Gardeners are asked to report anyone who misuses water to our office at 262-245-2720 or [recdept@williamsbay.org](mailto:recdept@williamsbay.org).

### Tilling:

Recreation Department staff till annual garden plots once a year in early Spring. If you do not wish to have your plot tilled, please let us know. Please note, the agricultural grade tillers used on the annual plots turn the ground but do not fully pulverize it. Any additional tilling is the responsibility of the gardener. The Recreation Department does not provide additional tilling services and will not re-till annual plots.

### **Stakes:**

In addition to the large numbered markers, the Recreation Department installs small corner stakes each season. These stakes and the larger markers that designate plot boundaries are not to be removed at any time

### **In Exchange for What the Recreation Department Provides, Community Gardeners Will...**

#### **Maintain Plots:**

All gardeners are responsible for maintaining their plots up to the boundaries between May 1st and October 31st. Plots should be maintained at least once a week and not be home to excessive debris or garden waste. Weeds should not be taller than 3 feet in any section of the plot. If you cannot maintain your plot and wish to formally abandon it, please notify our office at 262-245-2720 or [recdept@williamsbay.org](mailto:recdept@williamsbay.org). Renters that do not maintain their plots and do not notify our office may not be permitted to rent the following year and \$25 check deposit will be cashed.

#### **Respect Other Gardeners:**

Community gardens provide an excellent place to meet likeminded people and make new friends. As part of said community, all renters are expected to treat other gardeners and park visitors with courtesy and respect. Offensive and profane language is not permitted in Recreation Department parks or facilities. Aggressive or harmful behavior is strictly forbidden. If you or any other gardener feels uncomfortable or threatened, please contact our office at 262-245-2720 or [recdept@williamsbay.org](mailto:recdept@williamsbay.org).

#### **Respect Other Plots:**

Gardening provides us with an opportunity to connect with the land, to form a relationship with our environment and to dig in the dirt. As such, gardeners are expected to respect their plot of land and the plots of others. The application of herbicides (weed killers) to the garden plots is prohibited.

#### **Refrain From Using Prohibited Items:**

Gardeners are asked to refrain from using hoses (see *Water* section for more info). Landscape fabric is also prohibited as it is regularly abandoned in plots at the end of the season and is incredibly difficult for Recreation staff to remove. If staff cannot remove it, the remaining fabric damages tilling equipment and can ultimately effect soil quality. For gardeners wishing to control weed growth in unplanted areas of their plots, we suggest using straw or newspaper. Renters that use prohibited items may not be permitted to rent the following year.

### **Prepare Plots for Winter Tilling:**

Renters of annual plots are responsible for plot maintenance through October 31st. They are also required to clear all debris from their plots prior to that date. Debris includes but is not limited to wire, stakes, wood, rope, plastics, fencing, trellis, tomato cages, tools, water containers, etc. These items prevent tilling and make it difficult for Recreation Department staff to ensure plots are ready for the next season. Renters that leave debris in their plot will not be permitted to rent the following year.

### **Follow Basic Park Rules:**

In addition to the above plot-focused policies, all gardeners are asked to follow basic park rules and regulations including:

- Fires: Fires are not allowed in the garden plot areas.
- Pets: Pets are not allowed in the garden plot areas. Owners walking dogs on trail systems near the plots must keep the animal on a leash at all times.

### **Fees:**

A \$25 check will be required at the time of plot rental. This will not be cashed if the plot has been well cared for (see *Maintain Plots* section for more info). Plot fees are due in full before the garden season begins.

Resident - \$20 for 10x20 plot, \$30 for 20x20 plot

Non-Resident - \$30 for 10x20 plot, \$40 for 20x20 plot

*All dates are weather permitting and subject to change*