

# Grace Community Garden Agreement

By signing the application, I agree to the following:

## Grace-Full Garden will:

1. Provide the garden plot, water, hoses, and access to some tools. Mulch and other amendments will be provided when available.
2. Keep the garden common areas mowed and trimmed.
3. Inform gardeners of infractions, and also work to resolve any problems you might be having.
4. Provide a garden coordinator to manage the garden and gardeners.

## Gardeners will:

1. Pay an annual fee of \$40.
2. Let the garden coordinator know if your contact information changes.
3. Maintain a weed and grass free raised bed.
4. Communicate any complaints, suggestions, or problems to the garden coordinator.
5. Keep all plants growing within the confines of the bricks. No overflowing plants will be allowed.
6. Use water sparingly and put the hose back each time.

## Grace Community Garden Registration Form

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

I, \_\_\_\_\_ have received, read, and agree to all Terms of Agreement, Policies/Procedures/Guidelines, and By-Laws to garden at Grace Community Garden.

I agree to hold harmless and blameless Grace Church or Grace Community Garden for any liability, damage, loss, or claim that occurs in connection with use of the garden by me or my guests.

I agree to abide by the Grace Community Garden agreement and its policies, procedures, and guidelines.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*Drop completed form off at the church office during business hours

\*Please make checks payable to Grace Church

\*Plots are given out on first come first serve. Your payment is your reservation.

**\*\*The 2020 Garden Coordinator is Colin Conner. He may be reached at: 817-709-188**

# Grace Community Garden

## Policies/Procedures/Guidelines

*Grace Community Garden is a public facility and one gardener's actions may impact another's use and enjoyment of the site. In order to effectively manage and protect the community resource and assure everyone can enjoy the community gardening experience, the following procedures and guidelines have been established.*

### Mission:

The mission of Grace-Full Community Garden is to enhance the quality of urban life and strengthen community bonds by creating and sustaining a garden that will foster environmental stewardship, horticultural education, rejuvenation, and recreation.

### Registration Information:

#### New Gardeners

Beginning the 2<sup>nd</sup> week of January, the Grace-Full Community Garden will provide information about plot availability for the coming season. **The maximum number of garden plots allowed for each family or group residing at the same address is 2 plots.** If a plot becomes available during the year and no new garden applicants are waiting for a plot, a gardener may request an additional plot for that year only, provided that they have shown themselves to be committed to the goals of the community garden, have kept their current plot producing and properly maintained.

All gardeners are required to keep the garden coordinator notified of changes to home address, phone number, and email addresses. Accurate contact information ensures communications about the garden activities are received as well as delivery of renewal forms in a timely manner.

### Plot Maintenance Standards/Definition Standards

Naturally, a garden filled with well-tended plots inspire pride in both gardeners and neighbors. A public program, however, includes a broad range of people whose differing backgrounds, life circumstances, and experiences influence their gardening styles and abilities. As an inclusive program, we try to strike a balance between acceptance of individual differences and the community need for productive garden spaces that meet minimum standards.

All gardeners are required to keep individual plots in a planted and productive state during the growing season. Weeds and other vegetation must be controlled to limit the spread of disease, insects and growth into adjacent plots. Keep dead vegetation cleared from your plot year round.

Gardens must be planted by April 1<sup>st</sup>, at the latest, and winterized by December 1<sup>st</sup> of the current growing year. Exception: **Winter gardens are encouraged, but must be maintained to minimum standards.**

Gardeners with plots that are not maintained to the minimum standards above or do not meet the April 1<sup>st</sup> or December 1<sup>st</sup> deadline, will be notified, and must take action to bring plots into compliance of minimum standards or meet the intent of the deadline within seven (7) calendar days. Plots that do not meet the requirements after the seven (7) day deadline will start the termination process as outlined in the by-laws and will be reassigned and the gardener's agreement will be cancelled without refund. If individual plots do not meet minimum standards or the conditions and deadlines above on more than two occasions the gardener's agreement will be cancelled without additional notification, and the plot will be reassigned.

Annual crops should be harvested, and all dead vegetation **MUST** be removed from the garden plots and garden. Soils must be protected from damaging winter rains, and garden plots can be cover-cropped or by covering in straw or weed block fabric, and free of debris. Hot houses or hoops are allowed. ***Please do not erect any permanent structures.***

Garden plots are restricted to the area within the boundary of your plot board enclosure. Plot vegetation and gardening supplies may not extend beyond these boundaries into adjacent plots or common areas. Vertical crops such as pole beans, corn, or okra should be oriented in such a way as to allow adequate light to neighboring plots and must not interfere with pathways or adjacent plots. Common areas such as walkways and roadways must be kept clear in order to facilitate maintenance activities. Do not pile or throw mulch, weeds, rocks, or other materials into these areas. In prior years we have allowed gardeners to use pots at the ends of their plots, but this will no longer be allowed as to prevent a trip and fall hazard in walkways. This also applies to water hoses, when not in use put away in shed or wound up around the base of the water faucets.

## **Good Neighbor Policy**

One of the key objectives in community gardening is to work together or next to each other in relative harmony. Please be respectful to everyone, courteous in all interactions, and work together to resolve any disagreements. Please contact the garden coordinator for guideline clarifications.

Gardening in a public setting requires a fair amount of time and commitment. Please make appropriate arrangements to ensure a well-maintained garden space for everyone in this shared setting.

Please respect the privacy of neighbors in and surrounding our community garden and be considerate when driving and parking in the area around the garden.

Please be conscientious about water usage and do not leave water on overnight. Some garden areas do not have a well-drained soil and neighboring households can easily be affected by excess water. Limit watering to your own crops. Take steps to ensure that neighboring plots or surrounding areas are not the recipients of excess watering.

Irrigation systems, including drip hoses and sprinklers are not allowed. Timers on hoses are also not allowed.

The Community Garden tools are for everyone's use. Please treat the tools with respect and return them cleaned to the shed when not in use so that others may use them. Tools should be cleaned with water, only. Entrance into the tool shed is through a combination lock. Said combination will be provided to all gardeners upon completion of application and all fees due.

Please do not drive your vehicle into the garden. Wheel barrows have been provided to transport items into the garden.

It is recommended that gardeners remove valuables and lock vehicles while at the garden.

If you are experiencing vandalism or theft, report it promptly by calling the non-emergency police line at 817-834-7341 or 817-222-7000, and then report to one of your Garden Coordinator.

# Grace Community Garden

## By-Laws

### Article I- Name and Mission Statement

#### Section 1.00, Name

The name of this organization shall be Grace Community Garden

#### Section 2.00, Mission Statement

The mission of Grace Community Garden is to enhance the quality of urban life and strengthen community bonds by creating and sustaining an organic garden that will foster environmental stewardship, horticultural education, rejuvenation, and recreation.

### Article II- Membership

#### Section 1.00, Definition

A *garden member* is someone who has been granted rights to a particular plot(s) and who agrees to abide by the rules and requirements of the Grace Community Garden defined herein the By-Laws.

#### Section 2.00, Prospective Members

Membership is available on a first come first serve basis until all plots are spoken for by submitted registrations and payments. If all garden plots are occupied, prospective members' names are placed on a waiting list in the order received. A prospective member of the Grace Community Garden who has been offered a plot assignment must submit a gardening agreement and dues to become a member.

#### Section 3.00, Current Members

A current member in good standing may retain the assigned plot and remain a member of the Grace Community Garden the following year by signing a new agreement and paying the required dues.

#### Section 4.00, Membership Sign-up and Dues

Memberships shall run from January 1<sup>st</sup> through December 31<sup>st</sup> of each year, but a member may join at any time during the year, provided there is an available plot. Membership dues are \$40.00 per year, are non-refundable, and are to be paid at time of registration. Dues are due for returning members by the last business day in December of the current year for the following year.

#### Section 5.00., Termination of Membership

A ten (10) day grace period is granted on membership renewal. If membership dues and forms are not received by the end of the grace period. If no response by the 10<sup>th</sup> of January of the new year, the member shall lose their membership and all Grace Community Garden privileges.

Membership and plot privileges may be revoked by the Grace Community Garden coordinator for violation(s) of the established rules. If a member fails to fulfill their responsibilities or breaks membership rules, the Grace Garden coordinator will notify the member with details outlining the violation(s) and what actions are required to rectify the situation. If the member fails to rectify the violation(s) in ten (10) days, the Grace Garden coordinator will determine whether the member will be given further time to resolve the issue or whether their membership is to be terminated.

### Article III- Governance

#### Section 1.00, Definition

1. The Grace Community Garden coordinator is responsible for decisions regarding membership and also current and future garden activities.
2. The Grace Community Garden coordinator develops, interprets, and enforces the guidelines set forth herein the By-Laws.

#### Responsibilities of Garden Coordinator

1. Plan and conduct garden orientations for community gardeners, work projects, and general garden meetings
2. Determine roles, responsibilities, expectations of garden organization, community gardeners
3. Responsible for all written records of the organization, official correspondence and signing of legal documents.