



WILDWOOD FARMS

Community Garden

www.cityofwildwood.com/wildwoodfarms

GARDENER GUIDELINES

The City of Wildwood and the Garden Management Team welcome you to a new year in the Wildwood Farms Community Garden. The purpose of these guidelines is to ensure a safe and manageable garden environment that promotes community involvement and participation. Please be familiar with the following guidelines and save them for future reference. Happy Gardening!

A. GARDEN MISSION STATEMENT

Wildwood Farms Community Garden exists to nurture community involvement, provide education, and increase appreciation of gardening by providing a safe, enjoyable place for members committed to sustainable, organic gardening practices to meet and share their experiences.

B. DESCRIPTION

Wildwood Farms Community Garden is located at 16860 Main Street, adjacent to the southwest parking area of Wildwood City Hall. The garden location consists of one hundred forty (140) raised plots, each measuring 4x12 feet, along with five (5) ADA-compliant 4x4x3-foot 'tables.' The garden is considered to be organic in nature, with a major focus to control herbicide and pesticide usage. The list of allowable and prohibited pesticides is available online. The garden is operated by the Garden Management Team, which includes the volunteer Garden Managers and the City of Wildwood's Department of Planning and Parks staff.

C. MEMBERSHIP AND DUES

Wildwood Farms Community Garden membership is open to Wildwood residents based on garden plot availability.

1.) **Assignments** - Garden plots are allocated to Wildwood residents on a first come, first serve basis. Garden plots are assigned by the City of Wildwood in the following order;

- Returning gardeners in good standing.
- New gardeners are invited, as plots become available based on the waiting list.
- The waiting list is maintained and updated continuously by the City of Wildwood for applicants for whom no plot is yet available.

All members of the garden, who have been offered a plot assignment, must do the following:

1. Complete the online registration process, including creating an account;
2. Accept the Garden Member Agreement, which is indicated by electronic signature at the time of completing the online registration, prior to the beginning of each garden season;
3. Participate in a minimum of two (2) Garden Programs (formerly referred to as Work Events) and requires separate registration in RecDesk; and
4. Pay the associated plot fee.

A current member in good standing (no violations) may retain the assigned plot and remain a member of the garden, which is renewed annually, by adhering to the agreement and paying the required fee.

- 2.) **Non-Transferable Plots** - An individual plot may be shared with one (1) secondary plot holder from a different household. The secondary plot holder will have succession rights to the plot, if the primary plot holder is no longer a member of the garden or a Wildwood resident.
- 3.) **Fees** - The basic cost is a **\$60.00, non-refundable annual plot fee [\$40.00 Senior Rate (65+)]**. The garden plot fee is annual, which is one (1) year as dictated by the growing season. The fee includes use of the assigned garden plot, the provided water source, and organic compost for each bed. If your payment is not received by the annual due date, the plot may be reassigned. Although the gardening season is annual, from approximately **April 15th to October 15th**, winter gardening (through December 31st) will be accommodated [*refer to D.6.) below regarding water availability*]. Summer/fall gardens should be cleaned of all debris by October 15th and winter gardens by December 31st.

D. GUIDELINES

- 1.) **Overview** - Garden guidelines are intended to inform each gardener of the expectations, rules, and practices at the community garden. Appropriate garden guidelines provide information about maximizing the community aspect of the garden. This facility is a “community garden” and relies on gardener support and participation to maintain the site, manage compost, keep the area clean, promote education, and generally practice acceptable, good gardening techniques.
 - a.) Gardeners must respect the interests of fellow gardeners and the community that share the gardening space. The City of Wildwood’s insurance policy and relevant Wildwood ordinances require all gardeners to agree to and abide by these guidelines.
 - b.) Membership and plot privileges may be **revoked** by the City of Wildwood due to violations of the guidelines established by the City and the Garden Management Team. Garden guidelines and enforcement procedures are available online. All garden members are required to accept these guidelines and procedures (Gardener Agreement) upon registering online.
- 2.) **Annual Registration** - All returning gardeners are required to complete an online registration process that is open for a specified period, as scheduled by City staff, along with providing the required annual fee.
- 3.) All garden plots must be planted by **June 1st** of each season or they will be reassigned.
- 4.) Each plot member of the Wildwood Farms Community Garden must participate in a minimum of two (2) Garden Programs (formerly referred to as Work Events) that are planned during each season. Visit the Community Garden Online Program Registration for a complete list of these events.
- 5.) Keep plots and the adjoining pathways tended and maintained. If your plot appears to be untended for a period of time and you have not contacted the Garden Manager(s), you will be notified by the City and your plot may be assigned to another gardener. Call your Garden Manager(s) if you need help or you will be out of town for an extended period of time. If you plan to discontinue use of your space, please let the Garden Manager(s) know as soon as possible, so that your plot can be reassigned to another gardener.
- 6.) Do not allow your plantings to overflow into pathways or neighboring garden plots. Plant tall plants and vines in locations within the plot, so they will not interfere with pathways or shade your neighbor’s garden.
- 7.) Overnight watering or the use of water sprinklers is not authorized within the garden.
- 8.) Conserve water by shutting off hoses and water sources, when finished using them. Water is available in the garden after the last average frost date [**April 15th**] to the first average frost date [**October 15th**]. Plan accordingly to bring water, when planting your plot in early spring, and if you plan to garden in the winter.
- 9.) Pets and drugs (including alcohol) are not allowed in the garden.
- 10.) Smoking and chewing tobacco are not allowed by any person within the garden. Tobacco can transmit a lethal virus to tomatoes and cigarette butts contain toxins. Failure to comply with this rule by a garden member, their family members, or someone tending a garden plot on a member’s behalf

will result in immediate loss of the gardener's plot.

- 11.) Fires are not permitted, unless otherwise authorized by the City of Wildwood through a Special Events Permit.
- 12.) The planting of illegal plants is prohibited.
- 13.) Do not apply anything to or pick anything from another person's garden plot, without their express approval.
- 14.) Permanent fixtures **shall not** be installed within the garden, or within your garden plot, without the approval of the Garden Manager(s). Permanent fixtures include those types of items that are permanently attached to the garden bed with screws, nails, etc.
- 15.) All dead plants, debris, and non-plant items must be removed from the plot by the end of the gardening season [**October 15th**, if not winter gardening, or **December 31st**], and disposed of properly. The beds should be neat and tidy to prepare for the next season. If your garden plot is not cleaned out or a winter crop planted by the agreed upon date, you may lose your gardening privileges for the next season.
- 16.) Pick up litter and dispose of properly in the correct containers.
- 17.) Place weeds and dead plant materials in the area provided. Do not pile them in the pathway. Any diseased plants, seedy, or invasive weeds should be bagged and placed in the trash to prevent contamination in the garden. Old woody plants are to be placed in the designated brush pile to be carted to the disposal area. If receptacles are full, please contact the Garden Manager(s) or the City.
- 18.) Please supervise children in the garden.
- 19.) For your safety, the garden is open a ½-hour before sunrise and a ½-hour after sunset. Consider gardening in pairs or carry a mobile telephone.
- 20.) Make sure to lock the garden, when you are the last person to leave. Please replace the lock with numbers facing outward for easy re-entry.
- 21.) Practice organic gardening procedures. Use of chemical pesticides and herbicides is generally prohibited. For information regarding acceptable and prohibited chemicals to be used in the garden, visit the Wildwood Farms Community Garden online.
- 22.) No paint, stain, varnish, or other finishing products shall be applied to garden boxes.
- 23.) Use common courtesy and be considerate of your gardening neighbors.
- 24.) First aid supplies, garden manager telephone numbers, and other information are stored in the mailbox within the garden for your convenience.
- 25.) Report theft, vandalism, and unusual activities to the City of Wildwood Department of Planning and Parks (Joe Vujnich, Director of Planning and Parks, or Terri Gaston, Senior Planner: 636-458-0440) or the St. Louis County Police Department - Wildwood Precinct (636-458-9194).

E. SERVICE COMMITMENT

Each garden member shall attend and participate in a minimum of **two (2)** Garden Programs (formerly referred to as Work Events) available each gardening year. These two (2) dates are required as part of the Garden Member Agreement. Failure to participate in these events may result in the loss of garden privileges. Refer to the Community Garden Online Program Registration for a list of dates.

F. VIOLATIONS

- 1.) Complaints, policies, mediations, and enforcement are the responsibility of the City of Wildwood and the Wildwood Farms Community Garden Manager(s).
- 2.) If a gardener fails to follow the guidelines, the City will notify him/her and allow up to seventy-two (72) hours to correct the problem. If the violation is not corrected by the 1st deadline, the City will issue a 2nd and final notice. This notice will restate the problem and indicate the deadline for correction, which will be no more than an additional forty-eight (48) hours. If the violation is still not corrected, the plot will be forfeited.

G. GARDEN LEADERSHIP

The Wildwood Farms Community Management Team, along with the City of Wildwood, are responsible for decisions regarding the membership, and current and future garden activities. The Garden Manager(s), in conjunction with the City of Wildwood, interpret and enforce the garden guidelines.

H. RECORDS

Official records of the garden include the Gardener Guidelines, Gardener Application via online account/registration, Garden Member Agreement, Garden Program Participation, financial information, a summary of meeting discussions, and other pertinent information. These items and the gardening calendar are available online. Names, contact information, payment information, and other personal data shall not be distributed to any outside organization, nor to garden members outside the Garden Manager(s).

- The City and the Wildwood Farms Community Garden Management Team thank you for your cooperation in these matters and look forward to another year of fun events, fresh fruits and vegetables, and community involvement. Please keep a copy of the Gardener Guidelines for your records. Additionally, a copy will be available for your review at City Hall, posted within the garden, online at the Wildwood Farms Community Garden Page, and the Garden Facebook Page www.facebook.com/wildwoodfarmscg.
- If you have any questions about these materials, please contact the Department of Planning and Parks at 636-458-0440, Joe Vujnich, Director of Planning and Parks, Ext: 115, joe@cityofwildwood.com, or Terri Gaston, Senior Planner, Ext: 118, terri@cityofwildwood.com.
- Thank you for your support and participation of the garden ~ Happy Gardening!