



Sugar Hill Community Garden Gardeners Agreement

To provide a safe and friendly community garden for members to learn, educate and share the experience with others.

The Sugar Hill Community Garden is provided by the city of Sugar Hill for the community to use and enjoy. It is managed by the Sugar Hill Community Garden Advisory Board, an all volunteer group elected by the general membership of the garden. The Advisory Board makes recommendations to the city of Sugar Hill for operation of the garden where city input, maintenance or resource is required. The Advisory Board also manages the general operation of the garden for the city of Sugar Hill and reports such operations to the city on a regular basis. The city of Sugar Hill owns the garden land and retains the right to a final decision on any operation within the garden.

The Advisory Board appoints committee chairpersons who run the garden committees: Compost, Food Bank, Social/Event, Water/Drainage, Maintenance, and Communications. These committees are staffed by volunteers from the general membership of the garden.

Sugar Hill Community Garden Policies and Rules for Gardeners:

Membership

- Garden plots are made available for use on an annual basis, from January 1 to December 31.
- Plots are available on a first come first served basis. Priority for plots is given to current SHCG gardeners and to City of Sugar Hill residents.
- The annual fees are per plot. The fee is set each year by the Advisory Board, with approval of the City of Sugar Hill. Plot fees may be paid at the Sugar Hill Parks and Recreation Department.
- Each gardener is allowed to have a maximum of three plots without board approval. Requests for more than three plots must be approved by the board. The gardener must be in good standing with the garden in regard to service hours and plot maintenance in order for a request to be granted. Any gardener assigned more than three plots prior to 12/31/19 will be considered grandfathered and does not need board approval.
- Returning gardeners must pay their plot fees no later than March 1. If fees are not paid by March 1 plots will be considered abandoned and may be re-assigned.
- Gardeners are required to provide current, valid contact information where they may be reached. It is the gardener's responsibility to assure their contact information is up to date. Other communications are sent via email or posting on the Community Garden Facebook page to notify gardeners of upcoming meetings, scheduled workdays, social events, education classes, garden news and any changes to the by-laws, rules or policies.
- All gardeners are required to contribute 12 hours of community service annually toward the general care and upkeep of the garden. Gardeners who have completed less than 12 service hours for the current year of gardening will have their remaining service hours rolled over to the new year. The outstanding hours from the previous year must be completed by June 1st of the new year. If the service hour requirement is not met by June 1st, their plot(s) are subject to termination. The gardener will be advised of their status and may appeal the termination in person at the June Board meeting.
- Gardeners are required to attend at least one of the 2 annual General Meetings or an orientation at the garden. The General Meetings are held in the spring and in autumn. The exact dates, times, and locations of the General Meetings will be determined each year by the SHCG advisory board. Gardeners who attend a General Meeting will be given a 3-hour credit toward the community service 12 hour requirement.

Gardening

- The garden is intended for growing fruits, vegetables, flowers, and herbs ONLY. No illegal plants may be grown.
- Any produce grown in the garden is for the consumption by gardeners and their families, or for donation to a food bank or charity. The garden may not be used for commercial purposes, and anything grown in the garden is not to be sold on city property.
- Tall plants (such as corn and pole beans) must be planted so that they do not shade the plots of other gardeners.
- Invasive plants (such as bamboo, mint, Jerusalem artichokes, raspberries, and others that may be determined by the SHCG advisory board as potentially harmful to the garden) may only be planted in containers with bottoms.
- Gardeners should not harvest, water, or tend to another gardener's plot without the prior permission of the gardener or the SHCG advisory board.
- Gardeners will plant their garden plot or prepare their plot for planting, by May 15th. Plots which have not been planted or prepared will be considered abandoned and may be re-assigned.
- Gardeners are expected to control all weeds and grass in their plot, area surrounding the plot and the walkway surrounding their plot. Trash and litter in a plot must be removed. If a garden plot is weedy or unkempt, the gardener may be requested to clean up the plot. If, in 14 days, the gardener has taken no action to clean up their plot the plot may be considered abandoned and re-assigned.
- All plot structures (non-plant) must be sturdy and anchored, unobtrusive in color and must be removed each Fall. The board reserves the right to review any structures for compliance. Temporary structures such as row covers and cold frames must be approved by the Board.
- Rocks, stones, and sticks removed from garden plots are to be put in specified areas or containers at the garden labeled for that purpose and not into other plots, walkways, or the grassy areas surrounding the garden.
- Chemical herbicides or pre-emergents (such as Roundup®, Preen®, and weed/grass killers) may not be used in the garden. Fertilizers, pesticides, insecticides and fungicides that are approved by the EPA for use in home vegetable gardens may be used in the garden.
- Garden plots may be mulched with herbicide/pesticide-free organic materials such as dried leaves or grass clippings. Wheat Straw (aka Hay) in loose or in bale form is not allowed. Biodegradable mulches such as newspaper and cardboard may be used if properly secured and not considered unsightly. Bales (partial or full) of any material are not allowed in the garden. The only allowable non-organic 'mulches' are weed-block fabric and black plastic, which must be properly secured.
- Compost and other organic soil amendments are always welcome in the garden. Compost must be aged, not have an offensive odor, or attract insects. Raw manure is not permitted as an amendment.
- Gardeners are encouraged to plant extra produce to share with the local food bank.
- At the conclusion of the summer growing season gardeners will clean up their garden plot or plant their fall/winter crops. Plots which have not been cleaned-up or planted by October 30 will be considered abandoned and may be re-assigned. If you have abandoned your plot, you will not be allowed to garden with Sugar Hill Community Garden for one (1) year following the abandonment.
- Gardeners must email all requests for plot changes (increase, reduce, location etc.) to the main garden email sugarhillcg@gmail.com in order for them to be considered. The gardener must be in good standing with the garden in regard to service hours and plot maintenance in order for a request to be granted. Requests will be handled in a first come, first served basis.

General

- Gardeners are expected to follow the general garden rules posted on the signs in the garden. Gardeners are responsible for any guests they bring to the garden and assuring that their guests understand and follow the posted rules.
- Gardeners should respect and take care of all community tools, equipment, community spaces and facilities.
- Gardeners will lock both the gate and the barn if they are the last gardeners to leave the garden.

These Rules and policies are subject to change by the SHCG board or the City of Sugar Hill. The City of Sugar Hill reserves the right to reclaim a gardener's plot for failure to comply with the above policies and rules, in which case the gardener's fee will not be returned.

Who to contact with garden questions, how to get involved, and (for inexperienced gardeners) who to contact to get help with gardening:

Committee Chairperson – for information on the specific committee (posted in the barn)

Advisory Board members - for any other information (sugarhillcg@gmail.com)

Be sure to regularly check the bulletin board in the barn, the SHCG Facebook page, and your email for SHCG garden news, announcements, calendar of events, and any changes to the SHCG policies and rules.

WAIVER:

I, the undersigned, have read the "Sugar Hill Community Garden Gardeners Agreement" and I agree to follow the rules and policies set forth in the agreement. I understand that my failure to abide by these rules and policies may result in my membership in the garden being terminated and my garden plot re-assigned. I also assume all risks and hazards incidental to participation, including transportation to and from these activities and do hereby, for myself, my child, my heir, executors, and administrators, waive, release, absolve, indemnify and agree hold harmless the City of Sugar Hill, Sugar Hill Parks and Recreation Department and its representatives, sponsors, affiliated associations, organizers, officers, officials and participants for any and all damages suffered by myself or my child in connection with this activity. Also, I agree that I will abide by all the rules and policies set by the Sugar Hill Parks and Recreation Department.

I, the undersigned, give permission to the Sugar Hill Parks and Recreation Department to photograph and video programs and activities and use those materials in advertising, promoting, and reporting Parks and Recreation programs and activities.

Signature (Gardener)

_____ Date _____

Address:

Phone number (Required):

Email Address:

City of Sugar Hill
5039 West Broad Street
Sugar Hill, GA 30518/

Recreation Department/770-831-7413/Fax 770-831-7546