



2024 GSEC Community Garden. Guidelines and Regulations

Gardens are for home use only. You may not sell your produce. Extra produce may be shared with others or donated to the Sun Prairie Emergency Food Pantry at 18 Rickel Rd [Tel 608-825-3875] If you need help with your harvest, contact the Garden Leadership Team [GLT] for assistance. **Please do not let your produce rot!**

Rental Fees

- The 2024 seasonal cost of bed rental is: 4x8 [32 sq ft] = \$15; 6 x 12 [72 sq ft] = \$30; 4x12 [48 sq ft] = \$22
- Payment along with a completed signed registration form is due at the time a bed is requested.
- Payment is accepted by check [made out to Good Shepherd Church with Community Garden bed #_ on the memo line] cash in person, or online. See *registration form* for online payment instructions.
- Fees are refundable prior to May 10. Refunds requested after May 10 are made at the discretion of the GLT.

Bed Assignment

- Bed availability and assignment is at the discretion of the GLT.
- Gardening households must reapply for a bed each season before April 1. A gardening household is a family of anyone who lives at the same address or a group of people who are registered to share a bed. One person must be identified as responsible for a group bed.
- No household group may rent more than one bed unless supply exceeds demand.
- Registered gardeners are not allowed to give or transfer the use of their bed to another person, household or group without permission of the GLT. ● If there are more applicants than beds, beds will be assigned in the following order:
 - Previous gardeners in good standing will receive their original bed or any other available bed of their choice.
 - Gardeners on previous year waiting list will receive one bed, randomly assigned
 - New gardeners will receive one bed [first-come, first-served] randomly assigned
 - Previous gardeners not in good standing may receive one bed, a smaller bed or no bed at the discretion of the GLT. If a renter's bed was not cleaned out by the closing date, a refundable deposit for the following year may be charged in addition to the rental fee.

Gardening Season / Hours

- Garden season will be May 11 [Opening weekend] through October 13 [Closing day]. An email reminder will be sent. Notices will also be posted by the hose



- Garden Hours are:

Sunrise to dusk daily except during outdoor worship services. When the church building is in use, be respectful of parking needs and garden noise levels. ● The playground may not be used when church services are in session.

Abandoned Beds

- If you decide not to use your bed, please contact the GLT as soon as possible, so it may be reassigned to someone on the waiting list. If there is no evidence of weeding and planting at your bed by June 1, it will be reassigned.
- If a bed is deemed excessively weedy [weeds 15" or going to seed] or there is diseased or rotting produce, **gardeners will be contacted by the GLT** and asked to remove the weeds or produce from their bed. Monitors will **continue to attempt to reach the gardener for one week. If there is no response the garden will be deemed abandoned and reassigned or used as a food pantry bed.**
- **If you are unable to care for your bed for a time because of unforeseen circumstances or vacation, please contact GLT for help with weeding, watering and harvesting.** If you find a fellow gardener to assist, please notify GLT. If you want your produce picked and donated to the food pantry while you are away please notify us.

Bed & Site Care:

All garden spaces are raised beds made with lumber certified to be safe for vegetable gardening. Soil is a 50/50 mix of clean topsoil and compost.

No smoking is permitted anywhere in or near the gardens. **If you are a smoker**, wear garden gloves to prevent the spread of Tobacco Mosaic Virus to plants.

A first aid kit is stored in the Community Garden Toolbox next to the Garden Bench and Little Library. Emergency numbers are posted at the Little Library. Garden gloves are recommended to protect skin from injury.

Gardeners are responsible for the planting, watering, weeding and harvesting of their bed.

- Gardeners are expected to keep their bed weeded and clear of trash and diseased plants throughout the gardening season. Check your bed at least once per week to ensure it is not deemed abandoned.
- Keep plants within your own bed.
- Keep tall plants such as corn or sunflowers at the center of your plot so they do not shade your neighbors' plants.

- Stake vining or late plants so they won't spill into pathways, impede grass mowers or interfere with other neighboring beds. Stake structures should not shade neighbor plots.
- Chicken wire fencing, floating row covers and protective netting inside the bed is allowed.



Water will be available via hoses originating at the church building.

- No sprinklers allowed. Overhead watering encourages weed and leaf disease. ●
- Rewind hoses carefully when you are finished. **If you find the hose reel knotted up notify a Grounds leader as soon as possible.**
- **Always turn off the water at the building when finished** – especially if no other gardener is present.

Weed and disease control:

- Biodegradable mulch such as compost, leaves, straw, and hay are encouraged.
- Black plastic is allowed, Carpet mulch and wood chips are not permitted.
- Remove weeds by hand pulling or cutting. Stirrup hoe and extra tools are in the Community Garden Toolbox/Bench. First aid kit is in the Little Library. Please notify the GLT if supplies need to be replaced.
- Herbicide-weed or plant killer is not allowed.
- Fertilizer, insect and disease control products must be OMNI certified organic or low toxicity; see garden resource sheets in the Little Library Box.
- Insect or plant disease control spray products are not allowed.

****We reserve the right to require removal of plants that have serious diseases [UW or USDA confirmed] that could spread to other garden beds, such as Late Tomato Blight.**

Keep pathways clear of hoses, garden tools, garbage, weeds and other obstructions.

- Take all personal gardening tools, trash and water cans with you when you leave the garden.
- Return GSEC tools to the Community Garden toolbox.
- Be sure the water is turned off at the building if you are the last one to leave the garden.
- Plant debris must be taken when you leave the garden. No burning of plant materials is allowed on GSEC property.
- Do not leave bags or piles of garden debris in the paths between beds.

Fall Clean Up: Gardeners are responsible for emptying their bed by Closing Day. Remove all dead plant materials and non-organic mulch, all cages, stakes, string and plastic. **Failure to do so may result in the forfeiture of the bed in the following season.** Do not plant perennials, those that come back every year.

These include mint, comfrey, catnip Jerusalem artichokes, annual artemisia, and raspberries.

Personal Conduct:

- Foul or abusive language, negative or threatening behavior or alcohol consumption is not permitted.



- Illegal substances many not be grown or used at the garden site.
- No pets.
- **Gardeners may not harvest plants from neighbors' beds** or borrow neighbors' tools without permission.
- Unresolved issues or disputes between gardeners should be brought to the attention of the GSEC Garden Leadership Team for resolution. They have authority to resolve conflicts, including refusing a plot to a gardener or dismissing a current gardener.
- Any Public Health precautions [e.g. mask and physical distancing for COVID] will follow Episcopal Diocese of Milwaukee and Dane County requirements and recommendations:

2023 GOOD SHEPHERD GARDEN LEADERSHIP TEAM:

Coordinator Amy Dunlop [217]-649-6580, Registrar / Liaison with
GSEC treasurer gardens@gsechurch.org Communications / Outreach
Grounds Leader Amy Dunlop [217]-649-6580

Contact Information: for general inquires and questions, please use the
Community Garden email at: garden@gsechurch.org. For a more immediate
Response or any urgent situations please call Amy Dunlop [217]-649-6580.