

City of Troutdale Community Garden Registration Packet

*This registration packet was designed to provide garden information, garden rules and guidelines, a registration form, and waiver of liability. Registration for the garden is handled through the City of Troutdale. **A signed registration form, waiver form, and payment in full are required at time of registration. Submit these to City of Troutdale, 104 SE Kibling Ave., Troutdale, OR 97060.***

NOTE: Garden plots are available to Troutdale residents first. If there are any unreserved plots after March 31st, these will be made available to nonTroutdale residents on a first come, first served basis.

Introduction

The Troutdale Community Garden was developed to provide a place for local residents to grow food and ornamental crops to promote affordable fresh produce and green living, as well as to enjoy the relaxation and educational benefits that community gardening can bring. The Troutdale Community Garden offers an opportunity for residents to grow vegetables and flowers in a community setting. The community garden has raised beds, 3x10 feet in size. The gardeners are responsible not just for their bed, but for pathways surrounding their bed. Each gardener is part of a community of gardeners that work together to make a positive experience for everyone. The gardening program is likely to evolve over time, and it is possible that the rules may evolve as well. As a participating gardener, you may help guide the future of community gardening in Troutdale.

Dates to Remember

March 1 - Registration begins for raised beds. First come, first served.
April 1- Water turned on.
May 1 - Unassigned beds may be assigned to current registered gardeners.
June 1 - Garden beds must be in the “getting started” phase.
June 10 - Garden beds must be in the “planting” phase.
October 31 - Water turned off.
November - Clean up month.

GARDEN RULES AND GARDENER RESPONSIBILITIES

What is Appropriate to Grow

Vegetables, herbs, flowers, and small fruit plants for home consumption and donation are appropriate. Any large structures, trees, or large collection of non-plant items are not allowed. Crops must be legal and for personal use or donation. Please do not allow your plants to shade an adjoining garden or encroach on the pathway.

Gardening Hours

Gardening hours are from 6:00 a.m. to dusk.

Natural Gardening

Gardeners are encouraged to use natural and/or organic gardening techniques. The use of power tools or equipment is prohibited. The use of herbicides, weed killers, and pesticides that are not Natural or do not have an organic listing (OMRI, QAI or Oregon Tilth Certified Organic) is prohibited. The use of chemicals or propellants will be grounds for dismissal from the Community Garden.

Water Availability

Water in the gardens will be turned on by April 1 and shut off by October 31, weather permitting. Please help conserve water. Use mulch, and try not to water during the hottest times of the day as most of this water will be evaporated long before your plants get it. Unattended watering is not allowed. Please notify the Garden Manager or City of Troutdale of any leaks in the water line.

Pets in Gardens

Pets must be leashed and are not allowed to run through the garden or go into garden beds. You are required to “clean up” after your pets.

Garbage and Garden Debris

There is no garbage service at the community garden. Please keep garbage and litter cleared from your bed and take garbage or litter home for disposal.

Gardeners are encouraged to handle garden debris within the onsite community garden composting pile. Onsite garden debris composting is limited to compostable materials produced at the Community Garden site only.

Definition of a Working Garden

A garden bed must be maintained, planted or mulched, and stay within its boundaries. Beds may not be consistently weedy, untended or filled with debris. The surrounding pathways must also be tended and kept weed free. Gardeners can expect to spend at least two hours per week on average during the growing season tending and working their bed.

Gardening Season

Gardener's are responsible for keeping their bed cultivated, cover cropped or mulched. For most gardeners, the growing season will be from May until September. Some gardeners, however, may have crops growing late in the fall.

No matter what crops you decided to plant, you are responsible for basic bed maintenance. Weedy and unattended beds could result in the loss of your garden bed. Perennial crops and some annual winter crops may be over-wintered, but must be maintained.

Spring Preparation and Planting

By June 1 your garden should be in the “getting started” stage. Gardeners will be responsible to provide their own hoses and gardening tools. No storage facility will be available.

The minimum requirements of “getting started” include:

- Weeding the bed
- Working the soil in preparation for planting
- Pathway clean-up

This is to ensure gardeners are going to use their garden bed. Some garden beds are reserved with the best of intentions, but end up not being planted. If you have not started preparations by this time, there is probably someone on the waiting list who would be willing to take over your bed.

Summer Planting and Growing

By June 10 gardens should be in the “planting” stage. There should be substantial progress towards a productive garden which includes:

- At least half of the bed worked and planted;
- Removal of remaining weeds;
- Establishing and caring for plants;
- Continued pathway maintenance.

Notify the Garden Manager if you are no longer able to tend your bed as there maybe someone who is willing to take it over. The Garden Manager will contact you on June 10 and you will have 5 days to comply with the above expectations or your bed will be forfeited with no refund. If you are planning to plant crops that require later planting please discuss this with the Garden Manager prior to June 10. Weather conditions may also alter this schedule. If you plan to be gone for an extended period of time, notify the Garden Manager of your plan to have your bed cared for in your absence or ask another registered gardener to tend your bed while you are away.

Fall Harvest and Clean-up

Annual crops should be harvested and the plants removed and composted. Garden beds should be cover-cropped, and/or mulched by November 30.

Bed Registration Required Annually

Beds are not transferable without the knowledge and consent of the Garden Manager. Gardeners are responsible for keeping addresses and phone numbers current with the City. If, for any reason, you need to give up your space, please call the Garden Manager at 503-867-7626 (Adam) or 503-860-3438 (Michael).

No Refunds

If you give up your garden bed after you have registered, or if you fail to maintain your bed and it is transferred to another gardener, **your bed fee will not be refunded.**

How Many Beds May a Gardener Have?

Since the garden area is limited, the number of beds a gardener or gardening family may have is limited to one per person/gardening family. If there are unassigned beds after May 1, you may register for an additional bed for the current growing season only. All beds will be returned to the “new gardener” pool the following March 1.

“A Row To Share”

In the spirit of community, gardeners are encouraged to donate part of their crops to a charity of their choice.

Theft and Vandalism

Any gardener found taking vegetables, flowers or supplies from another’s bed may have their garden privileges revoked. If vandalism or theft occurs, notify the Garden Manager immediately. No attachments or alterations to bed structure are allowed. Help us discourage losses by questioning unfamiliar faces.

Questions and Contact Information

Please contact the Garden Manager with any questions or suggestions regarding the garden program, 503-867-7626 (Adam) or 503-860-3438 (Michael).

Role of the Garden Manager

The Garden Manager will provide a contact point for both gardeners and City representatives. As part of our goal to create a sense of community, we are encouraging periodic meetings with the gardeners. The role of the garden manager is to:

- Keep track of beds that are neglected or abandoned, and contact the registered gardener for resolution.
- Form work parties to enhance the maintenance or renovation of the community garden. This may include bed layout, compost work, planting, mulching, or pathway maintenance.
- Help to resolve conflicts regarding site issues such as pathway lines, water time and use.
- Meet with City staff and registered gardeners to discuss how the garden can be improved and to resolve any issues.

Troutdale Community Garden Registration Form

I am a Returning Gardener. I am a New Gardener.

Name: _____

Address: _____

City: _____ Zip: _____

Phone: _____

Email: _____

Bed Selection:

Returning Gardeners:

Same bed as previous year, if available. Bed # _____

I would like a different bed, if available. Bed# _____

Garden Fees:

Garden beds are \$25 (non-refundable) per year for a 3'x10' bed. This can be paid by check or cash only. Please make checks payable to City of Troutdale. Only one bed per family/gardening family will be assigned, however after May 1 any remaining unassigned beds will be available on a first come first served basis.

Garden Rules:

I have read and understand the Troutdale Community Garden Rules and Gardener Responsibilities and agree to follow them, knowing that non-compliance could result in immediate loss of my garden bed **without a refund**.

Please print name _____

Signature: _____ Date: _____

For Office Use Only:

Date Received: _____

Bed #(s): _____

Receipt # _____

Check # _____

Total Paid: _____

Community Garden Waiver and Release for Participants

READ CAREFULLY BEFORE SIGNING

Important Notice: Participation in this Program is at each participant’s own risk. Any and all claims for injury or damage must be waived and released as a condition to participation. By participating, the participant agrees to assume all risk and to indemnify and hold harmless the City of Troutdale, Oregon, its officers, agents and employees, from all liability, damage, loss, cost or expense, including but not limited to attorney’s fees, and do hereby release, acquit and forever discharge the City of Troutdale, its officers agents and employees from any and all liability which may arise out of or in connection with my participation in the Community Garden. No security is provided at the Community Garden or within the Program area. Parents are responsible for the safety of their children at all times.

I hereby waive, release, absolve, hold harmless, and indemnify the City of Troutdale, Oregon, and its officers, agents, employees and volunteers from and against all damages, claims, demands, suits, or actions resulting from my occupancy or use of the Community Garden property. I acknowledge that the City of Troutdale Community Garden is unsecured and that I may lose my crops due to theft, vandalism and /or damage. Damages may include, but are not limited to, damage or loss of property or physical injury or death to me or to any other person. I assume all risks and hazards for myself and for any persons, including minor children with me incidental to the conduct of this activity, including but not limited to the risk of physical injury. I understand there is no insurance coverage provided by the City for this activity. Any insurance is my personal responsibility. I agree to act in a safe, prudent and responsible manner at all times while using the Community Garden. I agree to be respectful of other people using the Community Garden and of their property.

If I am, or the person signing this, is under the age of 18 or is a minor, then my parent or guardian must co-sign and give permission to do so and agree to the provisions herein.

I have read and fully understand the above.

Please print name _____

Signature _____ Date _____

“NOTICE: Oregon law (ORS 105.682, et seq.) provides the owner of land is not liable in contract or tort for injury death or property damage that arises out of use of the land for recreational purposes (known as “recreational use immunity”). That immunity from liability does not apply if the owner makes a charge for permission to use the land. This fee is only for use of the assigned garden area for gardening purposes and for use of the gardening amenities in the designated garden area. Other uses of this facility, or any use of the property outside the designated garden area are not subject to a charge and, therefore, the City of Troutdale, Oregon is not liable for injuries, death, or property damage arising out of such uses of the property for which no specific charge has been made.