

# Monroe County Parks & Recreation (MCPR)

## Will Detmer Organic Garden Agreement & Registration Form

### 1. ADMINISTRATION

- MCPR oversees the operation of the Detmer Organic Garden.
- MCPR settles all disputes and assesses any garden violations.

### 2. REGISTRATION

- New gardeners may register for an open garden plot for the current year, starting on January 1<sup>st</sup>, on a first come, first served basis.
- Returning gardeners may register for the same plot November 1<sup>st</sup> – December 15<sup>th</sup> for the following year.
- A Gardener may request an additional plot(s) over the allotted number after May 1<sup>st</sup>, based upon availability.

### 3. CONTACT INFORMATION AND COMMUNICATION

- Contact the Garden Manager, Cathy Meyer at [cmeyer@co.monroe.in.us](mailto:cmeyer@co.monroe.in.us) or at 349-2805 to assist you with garden questions.
- E-mail will be the primary method of communication with gardeners.
- Gardeners will receive garden tips, news letter, and other pertinent garden information throughout the season via e-mail.
- Keep your contact information & e-mail current and contact the Garden Manager with any changes.

### 4. RENTAL FEES

- Garden plot rental fees are for the current season only and are used to offset direct costs of the garden program.
- No refunds on garden plots will be given.

### 5. RAISED BEDS

- Garden season is January 1<sup>st</sup> – December 31<sup>st</sup>.
- Two half beds per gardener, each half bed is 4' x 8'.
- You must remove all of your garden equipment/cages and plants by December 31<sup>st</sup>, unless bed has been rented for the following year.
- **DO NOT ATTACH/INSERT ANYTHING THAT PENETRATES THE RAISED BEDS' WOODEN FRAME. No nails, staples, screws, lags, or eyelets.**
- Handles on the wood frame are available to assist ADA gardeners or to attach rope/string/wire.

### 6. YEAR-ROUND PLOTS (No Trees)

- Garden season is January 1<sup>st</sup> - December 31<sup>st</sup>.
- Two year-round plots per gardener, each plot is 10' x 10'.
- Gardener must maintain the plot year-round, including the wood chip paths.
- MCPR will not till rented year-round plots.

### 7. SEASONAL PLOTS

- Garden season is April 15<sup>TH</sup> - October 31<sup>ST</sup>.
- Two seasonal plots per gardener, each plot is 10' x 10'.
- You must remove all of your garden equipment/cages and plants by October 31<sup>st</sup>.
- Only after MCPR has tilled & marked plots with stakes can gardeners begin preparation & planting.
- Gardeners must make certain that they have located the correct plot.
- Gardeners with e-mail will be notified at the time gardens are open if the opening is delayed.

### 8. TILLING

- **IN ALL BEDS & PLOTS, SOIL MUST BE TURNED BY HAND, NO MECHANICAL TILLERS.**
- MCPR will perform spring tilling in the garden plots, when weather permits.

### 9. MAINTENANCE

#### Garden Plots/Beds –

- Gardeners must consistently maintain their plot(s) throughout the garden season.
- Maintenance includes: regular weeding, harvesting ripe produce & removing all dead or diseased plants.
- Gardeners must make arrangements for weeding, watering, & harvesting in their absence.

### **Pathways -**

- Gardeners are responsible for maintaining (weeding, mulching, and keeping level & traversable) the woodchip paths adjacent to their plot(s).
- Gardeners must also keep all paths (wood chips or grass) free of overgrowing plants, gardening supplies and equipment.
- MCPR garden staff will provide wood chips to gardeners for path maintenance.

### **10. GARDEN PLOT UTILIZATION**

- Gardeners unable to utilize or maintain their plot(s) and paths in the way described above, must contact MCPR staff immediately.

#### **Turning In Garden Plots –**

- Gardeners can turn in their plot(s) to MCPR at any time, no refunds will be given.
- Renewal of a garden plot for the following year will be at the discretion of MCPR Garden Manager and a maintenance fee may be charged to the primary gardener.

#### **Unmaintained Plots –**

- Gardeners with unmaintained plots will be given two weeks to comply with garden maintenance requirements.
- If the gardener does not comply within two weeks the privilege to garden will be given up for the rest of the season.
- Rental of a garden plot for the following season will be at the discretion of the MCPR Garden Manager.

#### **Extenuating Circumstances –**

- Gardeners may request an exception to the above rules for extenuating circumstances.
- Any exception is at the discretion of the MCPR Garden Manager.

### **11. TOOLS, TRELLISING AND OTHER MATERIALS**

- It is not recommended for Gardeners to store tools, hoses, soil amendments, watering cans, etc. within their garden plots. MCPR not responsible for theft or damage of equipment/belongings/produce.
- If gardeners choose to leave tools and other items in the garden area they must be stored within the boundaries of their plot(s).
- All items must be stored in a way that does not collect water to prevent a habitat for mosquitoes.
- Trellising, stakes, cages and other hardscaping materials are permitted for use during the season, as long as the items are kept within the boundaries of that gardeners plot(s).
- Carpet, plastic sheeting or soil cloth may not be used for weed control purposes.
- Plots that are unmaintained or not fully cleared at the end of the season will be charged a maintenance fee of \$15.00.

### **12. COMPOST**

- Plant material only (no stakes/cages) from garden plots must be composted in the bins on the east side of the concrete compost area. Signs will be posted indicating which bins materials should be placed in.

### **13. WATERING/HOSES**

- **DO NOT TUG HOSES OR PULL OR TWIST WATER HYDRANTS. THEY WILL BREAK.**
- **NO UNATTENDED WATERING OR OVER NIGHT WATERING.**
- Water spigots are located in each raised bed and at intervals between garden plots.
- Gardeners must provide their own hose & gardening equipment.
- When using hoses, please be careful not to damage other garden plots.
- When finished with your hose, shut off water, and remove hose.
- Please conserve water and turn off water when not in use.
- Five gallon buckets will be provided for shared use. Do not remove buckets from garden area.

### **14. GATES/FENCING**

- Gardeners must close & latch the gates when entering & exiting the garden area to prevent animals from entering.
- Gardeners are not permitted to fence individual plots or blocks of plots.

### **15. ORGANIC GUIDELINES**

- All gardeners must follow the organic guidelines provided by MCPR.

- **No chemical insecticides, herbicides, fungicides or other pesticides are permitted (SEE HANDOUT).**

**16. TRASH**

- Gardeners must pick-up all trash and dispose of it properly.

**17. PETS**

- **PETS ARE NOT ALLOWED INSIDE GARDEN AREA AT ANY TIME.**
- Pets may destroy/trample garden plants and pet waste is not sanitary in a garden area.

**18. VEHICLES AND PARKING**

- No motor vehicles inside the garden fence. Please park on the asphalt parking lot.

**19. THEFT AND DAMAGE**

- Gardeners should report any vandalism, theft or suspicious behavior/activity in the garden area or park to MCPR staff immediately.
- Gardeners are not permitted to use or remove anything from plots not rented by them.
- The Monroe County Parks and Recreation Department and the garden staff, acting on behalf of the County, are not responsible for any damage to garden spaces, theft of produce or personal belongings in the vicinity of the gardens or elsewhere.

**20. CONSENT FOR SERVICES & GENERAL RELEASE**

I understand that I or members of my family, or any additional gardener will not be covered under any medical insurance through the County of Monroe, Indiana or through the Monroe County Parks and Recreation Department.

I recognize that because of the nature of this activity that an injury may be sustained. In the event of an injury to myself, family member or additional gardener, I give my permission to call for ambulance or emergency personnel, and agree to pay the usual and customary charges for such service. I give permission to the attending physician to render such treatment as is medically necessary, and agree to pay the usual and customary charges for such treatment.

I now release the County of Monroe, Indiana, the Monroe County Parks and Recreation Department, its employees, volunteers, agents, sponsors, officers, independent contractors, vendors and assigns for any personal injuries or damages to personal property caused by or having any relation to this activity. I understand that this release applies both to present and future injuries or damages, and that it binds my heirs, executors and administrators.

I understand that I or a family member may be photographed and/or videotaped during this activity and assign and transfer all right, title and interest in any prints, digital images and/or film footage to Monroe County Parks and Recreation Department for marketing purposes.

**Registration Payment Options**

- Pay by credit card (Visa, MasterCard, Discover, debit card) on-line at: **mcparksandrec.org**
- Pay by cash, check, money order or credit card in person at MCPR office:  
 Monroe County Parks & Recreation (MCPR)  
 501 N. Morton St., Suite 100 (Showers Bldg, north entrance)  
 Bloomington, IN 47404 voice: 349-2800 fax: 349-2899
- Pay by check or money order by mail to MCPR office

**Garden Questions**

Cathy Meyer, Garden Manager & Naturalist  
 Monroe County Parks & Recreation  
 voice: 349-2805 cmeyer@co.monroe.in.us

**Assigned plot number \_\_\_\_\_**

# To rent a garden plot; fill out & return this page with payment

Monroe County Parks & Recreation  
501 N. Morton Street, Suite 100  
Bloomington, IN 47404 (812-349-2800)

As the **Primary Gardener**, I am at least 18 years of age; I have read the Monroe County Parks and Recreation's Detmer Organic Garden Agreement and understand all of its terms. I sign it voluntarily and with full knowledge of its significance. I understand that the Agreement remains in effect for the duration of my current and future garden plot/bed rentals.

\_\_\_\_\_  
**Signature of Primary Gardener (must be at least 18 years old)** \_\_\_\_\_  
**Date**

Primary Gardener Name \_\_\_\_\_  New Gardener  Returning Gardener

Address \_\_\_\_\_

City \_\_\_\_\_ Indiana Zip Code \_\_\_\_\_

Primary phone \_\_\_\_\_ Secondary phone \_\_\_\_\_

E-mail \_\_\_\_\_

E-mail will be the primary method of contacting you for garden updates & news.  
Please keep your contact info & e-mail updated at all times with us.

**Additional Gardeners**

Name \_\_\_\_\_ E-mail \_\_\_\_\_

Name \_\_\_\_\_ E-mail \_\_\_\_\_

**Requested plot number, if known** \_\_\_\_\_

**MCPR staff will assign garden plots on a first come, first served basis.**

Type of Garden	*Allotted	Season	Size	Quantity	Fee	Total
Raised Bed: half	2 per gardener	Jan. 1 <sup>st</sup> – Dec. 31 <sup>st</sup>	4' x 8'		\$25	
Year-Round Plot	2 per gardener	Jan. 1 <sup>st</sup> – Dec. 31 <sup>st</sup>	10' x 10'		\$25	
Seasonal Plot	2 per gardener	April 15 <sup>th</sup> – Oct. 31 <sup>st</sup>	10' x 10'		\$25	
Seasonal Plot ADA	1 per gardener	April 15 <sup>th</sup> – Oct. 31 <sup>st</sup>	10' x 10' approx.		\$25	
<b>*A gardener may rent additional plots/beds over the allotted number after May 1<sup>st</sup>. Please go online after May 1<sup>st</sup> to rent additional plots/beds.</b>						<b>\$</b>

**For Office Use Only**

Total Fee \$ \_\_\_\_\_  Cash  Check # \_\_\_\_\_  CC Approval \_\_\_\_\_

Receipt # \_\_\_\_\_ Plot number assigned \_\_\_\_\_ Date \_\_\_\_\_ Staff \_\_\_\_\_