



**RED OAK, TEXAS**

**RED OAK COMMUNITY GARDEN PLOT APPLICATION**

**Name** \_\_\_\_\_

**Address** \_\_\_\_\_

\_\_\_\_\_

**Phone** \_\_\_\_\_

**Email** \_\_\_\_\_

**Desired Time Period for Use of Plot:** \_\_\_\_\_

**Anticipated Item(s) to be Planted:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*Community Garden User fee will be due upon notice by the City that applicant has been assigned a garden plot. Fee must be paid prior to beginning any work in assigned plot. Fee must be paid directly at the City of Red Oak's Public Works Department (located at 411 W. Red Oak Rd, Red Oak, TX) and may be in the form of cash or check. (Checks made payable to the "City of Red Oak".) Applications will be dated upon receipt by the Public Works Department and applications will be considered in the order they are received.*

I accept the terms and conditions outlined by the attached Community Garden Rules and I hold the City of Red Oak hold harmless from any liability arising from my use of the City's Community Gardens.

**Applicant's Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Received by Public Works** \_\_\_\_\_ **Date:** \_\_\_\_\_ **Time:** \_\_\_\_\_

**Date Fee Paid:** \_\_\_\_\_ **Amount:** \_\_\_\_\_ **Plot Number Assigned:** \_\_\_\_\_

## Community Garden Rules

- The gardens should be a safe place for the community, children, and other gardeners. Do not bring anything that will compromise the safety of the garden.
- Gardeners and visitors shall observe ALL rules of the garden.
- Gardener's shall respect others' plots, each others' efforts, and not waste water made available for the gardeners.
- The City Designated Official has been assigned the responsibility for administrative oversight of the Community Gardens, and has been authorized to assign plots, enforce rules, and resolve conflicts, including refusing a plot to a gardener or dismissing a current gardener for cause.
- Information is available at the Public Works Building during regular business hours regarding the name and contact information for the City Designated Official, location of each gardeners' plot and a contact number, as well as information concerning the garden, i.e.; – issues, classes, information, and notices.
- Issues or disputes, arbitrated by the City Designated Official, that remain unsatisfactorily resolved may be either considered by the City Manager or will be referred to the City's Parks & Recreation Commission.
- Gardeners must apply each year for a plot, but returning gardeners' may be given first preference and permitted to keep the same plot if so desired.
  - **Note:** The number of plots per gardener may be limited according to demand.
- Each gardener is responsible for his/her own plot. If a gardener is unable to care for their own plot due to illness or vacation, it is recommended that they ask a fellow gardener for assistance with weeding and/or harvesting. ***It is expected that gardens will need to be tended no less than weekly.***
- If it is determined by the City Designated Official that a garden is being unacceptably neglected, reasonable attempts will be made to contact the gardener, to notify him/her, provide time to correct the issue of neglect, and issue a warning. If reasonable attempts to make contact are unsuccessful, and/or if after a reasonable time after a warning is issued, the garden continues to be neglected the garden may be re-assigned by the City Designated Official to a new Gardener.
  - Note:** There are no refunds on plot fee's paid
- If a gardener, no longer wants to participate in the City of Red Oak Community Garden they should contact the Designated City Official or Public Works, so that the plot can be re-assigned to another gardener on the waiting list.

- **Note:** There are no refunds on plot fees paid.
- Biodegradable mulch such as compost, leaves, straw, and hay are encouraged. Carpet mulch is not allowed. Remove any non-organic mulch by closing day. No wood chips as mulch. They do not biodegrade quickly. Black plastic is allowed, but must be removed at the end of the season.
- Mint, catnip, Jerusalem artichokes, comfrey, raspberries, or other perennial and/or invasive items are prohibited.
- Annual non-invasive flowers are encouraged.
- Please do not put up brightly-colored fencing.
- Consideration of where to plant tall plants such as corn or sunflowers should be made so as not to unduly shade neighboring gardens.
- Keep vines and visitors out of your neighboring plots.
- Do not pick from your neighboring gardener's plot.
- Gardens are not available for commercial purposes.
- Herbicides (weed killers) are strictly prohibited by Gardeners. Check with City Designated Official prior to using any pesticides.
- No pets allowed in the garden(s).
- Unauthorized motorized vehicles are prohibited in the Garden