



## Brown County Community Gardens Program COMMUNITY GARDEN RULES



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**MISSION:** The Brown County Community Gardens Program empowers all county residents to grow healthy food by providing resources and organizational capacity.

### **CONTACT:**

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2019 Technology Way, Rm 113 STEM Innovation Center  
Green Bay, WI 54311  
Phone: (920) 391-4660  
Email: [browncountycommunitygardens@gmail.com](mailto:browncountycommunitygardens@gmail.com)

### **GARDEN LOCATIONS**

(In addition to Aubrey, most gardens have their own volunteer coordinator who can also be contacted with questions about the gardens and their rules. Contact information for some coordinators is listed after the garden's address.)

- **5<sup>th</sup> St** (621 5<sup>th</sup> St.) Brandon, [ezswappots@gmail.com](mailto:ezswappots@gmail.com)
- **8<sup>th</sup> St** (8<sup>th</sup> Street Park-508 8<sup>th</sup> St.) (Joy, [Joy\\_Wick@outlook.com](mailto:Joy_Wick@outlook.com))
- **Annunciation** (411 Gray St) (Sam, [smahoney103@gmail.com](mailto:smahoney103@gmail.com))
- **Church Rd** (3435 Church Rd)(Joey, [jpokladowski@gmail.com](mailto:jpokladowski@gmail.com))
- **Community Church** (600 Cardinal Ln) (Laurel, [llast@new.rr.com](mailto:llast@new.rr.com))
- **Four Seasons Park** (471 Four Seasons Dr) (Joe, [joseph.ebert29@gmail.com](mailto:joseph.ebert29@gmail.com))
- **Kroc Center** (1315 Lime Kiln Rd) (Pete, [peteborihane@yahoo.com](mailto:peteborihane@yahoo.com))
- **Lions** (863 Killarny Tr, De Pere) TBD
- **MacArthur Heights** (2421 West Point Rd) (Dee Ann, [decann.sanders@okstate.edu](mailto:decann.sanders@okstate.edu))
- **Maple and Augusta** (1028 N Maple Ave) TBD
- **Olde North** (1004 N Irwin Ave) (Penny, [pderouin66@gmail.com](mailto:pderouin66@gmail.com); Kristina, [kristina.reignier@gmail.com](mailto:kristina.reignier@gmail.com))
- **Veterans' Garden** (920 Emmet St) (Mike, [k80clays50@gmail.com](mailto:k80clays50@gmail.com))

## REGISTRATION PROCEDURE

- Registration materials will be made available to all previous-year community gardeners in February. **Renewal paperwork and fees must be returned by March 15th**, either by mail or electronically. Plots may only be renewed by members of the same household or those listed as co-gardeners on the previous year's paperwork, and not transferred to others. Plots must be gardened by the person or people whose name(s) is on the plot registration.
- After, remaining garden plots will be made available for new gardeners.
- There will be registration for new gardeners in late March or early April, after which all gardeners may register for additional plots, if any are available.

## RENTAL PROVISIONS

- The rental fee for each garden is based upon the size and location of the individual plot.
- Gardeners are allowed to renew no more than two plots annually (except for gardeners from the 2016 growing season, who are grandfathered in and may renew all their plots from 2016 as long as they continue to renew annually).
- Community garden plots are limited to one new rental per person annually, unless there are plots remaining after the second registration period. Any received extra plots are allowed to be kept for that growing season, but if the gardener then has more than two plots, will again be open to the public the following year, unless otherwise noted.
- Gardens must be at least partially planted by June 10 or may be reassigned.

## GARDEN CANCELLATIONS

If you choose not to use your garden plot, please contact the Brown County Community Garden Coordinator immediately (920-391-4660) so that someone else may use it. If another gardener is reassigned to your plot before June 15, your fee may be refunded.

## GARDEN NEWS AND INFORMATION

- Check the signs, bulletin boards, and/or water tanks at your garden site, as well as email and phone, regularly for postings on garden events, policies and rules, and horticulture-related information.
- Please inform the Community Garden Coordinator or your own garden's Volunteer Coordinator of any name, address, or phone number changes, or if you have questions or concerns regarding your garden plot.

## COMMUNITY GARDEN OPENING DATE

Plowed community garden plots may be accessed when a stake with a garden plot number is placed in your plot. Do not plant before you see this stake, as your garden may be scheduled for plowing or tilling. The target date for garden plot opening is May 15, although this date may vary by two weeks or more depending on weather conditions. Gardeners with plowed beds will be notified of garden opening via mail and/or email.

Raised bed gardens are open for planting May 1.

## PETS

Pets are not allowed in the community gardens.

## PARKING

Obey signs that relate to parking matters and directions. Please use your best judgement when deciding whether to drive on roads around gardens that may be affected by weather. The program is not responsible for stuck vehicles.

## TOILET FACILITIES

There are no toilet facilities at the garden sites.

## SAFETY AND COURTESY

- Children must be supervised by adults in the community gardens and must stay in their own family's plot or on established paths. Do not enter, or allow your children to enter, others' garden plots.

- Some areas around the garden site may be marked “No Trespassing.” Please observe these signs. Gardeners and their children must not enter private property adjacent to garden sites.
- Plant only within the corner stakes that mark your garden plot and/or within your assigned raised bed plot.
- Do not allow plants to grow into garden paths or neighboring plots, or they may be removed.
- Do not allow tall crops such as corn or sunflowers to shade neighboring garden plots, or they may be removed.
- Anyone who vandalizes or steals from someone else’s garden plot will not be allowed to participate in the Community Gardens Program.
- Use designated paths to access your garden plot.
- Sales are not permitted on the property.
- Obey established hours of sunrise to dusk.
- Compost your weeds/plant debris within your plot or carry them out. Do not leave plant debris on the property, unless otherwise instructed. You may deposit healthy (NOT diseased) plant material in the compost bin, if available.
- If you have concerns about vandalism or other inappropriate activity at the garden, please contact both the non-emergency police (920-391-7450) and the community garden coordinator (920-391-4660).

### **GARBAGE AND COMPOSTING**

Please take ALL refuse (paper, string, plastic trays, cans, bottles, etc) with you. Do not leave any garbage at your garden site or use any adjacent dumpsters.

### **WATER AT GARDEN SITES**

Water is available at all garden sites (for plants only. Do NOT drink, as it is unclear). Please reference your garden map for its specific location. Please make sure to turn off water when you are finished using it.

### **SOIL PREPARATION**

- Some soil plowing/tilling will be arranged by the Community Gardens Program in the spring and/or fall of each year for plowed sites. Plots may require additional tilling by gardeners, and unplowed gardens can be opened at the coordinator’s discretion if needed.
- Raised beds are rented as-is and may have weeds at the start of the season.
- Adding organic material (composted leaves, other decomposed plant material, and composted manure) 2-3 inches deep is a good way to improve your soil.
- Gardeners may use hand tools or gas-powered rototillers in the community gardens.
- Gravel and small stones should be left in your garden plot, as they improve soil aeration.
- Please keep stones and other material out of the grass areas surrounding the garden, as they interfere with maintenance activities.

### **PESTICIDE USE**

Due to the toxicity of certain pesticides and their harmful effect on some beneficial garden insects, the community gardens **strictly limit** their use, and community gardeners must comply with all pesticide rules. Pesticides are chemicals used to kill or repel pests. Pesticides include:

- Herbicides- kill weeds
- Insecticides- kill insects
- Fungicides- kill fungi

**FOR EVERYONE’S SAFETY, NO HERBICIDES AND ONLY SELECT INSECTICIDES AND FUNGICIDES ARE ALLOWED IN THE COMMUNITY GARDENS.** This rule will be firmly enforced. Gardeners using unacceptable pesticides will be given two warnings (verbal, written, and/or by a ticket at their plot), and **on their third offense will lose their garden plot and community gardening privileges indefinitely.**

***Examples of acceptable insecticides and fungicides:*** Insecticidal soaps and oils, botanical insecticides (neem, pyrethrin, spinosad), microbial insecticides (Bt - Dipel, Thuricide, M-One), mineral insecticides (diatomaceous earth), copper soap, copper fungicide, 70% neem oil, Actino-Iron

***Examples of unacceptable pesticides:*** Manufactured, inorganic pesticides (Sevin, Round-Up, Malathion, Diazinon, Methoxychlor, Marlate, Spectracide, Rotenone, etc.)

*This is not a complete list. If you are unsure of whether an insecticide or fungicide is allowed in the community gardens, please contact the community garden coordinator or your volunteer coordinator. Please also see the bulletin board, water tank, or sign in your garden or reference your pesticide bookmark for details on acceptable pesticides.*

Always follow application instructions for ACCEPTABLE pesticides, as improper use may damage crops or kill beneficial insects. (Please note: Although acceptable insecticides are organic in nature, they are NOT non-toxic.)

## **GARDEN PLOT FERTILIZING AND MULCHING**

- Carefully read labels before selecting products to correctly know how and when to apply and dispose of properly.
- Gardeners may apply organic (such as composted plants and composted manure) or synthetic fertilizers (such as 10-10-10) to garden plots. Compost is available for free from the City at 2530 E Shore Dr and 1470 Hurlbut Street.
- Make sure that chemical fertilizers do not also contain herbicides, as these products are not allowed in the gardens.
- Follow application rates for commercial products carefully, as excess fertilizer can burn plants and/or reduce seed germination.
- Straw, leaves, black and white newspaper, floating row covers, and plastic film may be used as mulch to suppress weeds. Be sure to cover newspapers with soil or mulch to prevent them from blowing away. Any printed material used for garden maintenance should be black and white, as color printing sometimes contains harmful materials.

## **GARDEN NEGLECT AND WEED CONTROL**

Gardens and pathways must be kept relatively free (80% free) of weeds, and all weeds must be shorter than 9" per Green Bay ordinance. Weeds spread seeds to neighboring garden plots and cause problems for other gardeners. Hoeing and hand weeding to control weeds, as well as mulching, are very important. The pathway surrounding your garden is also your responsibility.

Gardeners with neglected garden plots will be notified with a sign on a stake, a phone call, or an email, and be given two weeks to remove weeds. If a gardener does not comply, the gardener will lose his/her plot, as well as community gardening privileges for the following year.

## **VOLUNTEER HOURS**

Gardeners will be contacted about garden volunteer opportunities and volunteer service is appreciated and necessary to maintaining the gardens.

## **HORTICULTURE INFORMATION AND EDUCATION**

- Choose vegetables hardy for the Brown County area
- Plants must have a growth period of fewer than 110 days
- Choose resistant varieties
- Make sure you know the best growing time for each plant
- Cool growing season typically begins early May –soil temperature > 40°F
- Warm growing season typically starts at the end of May –soil temperature ≥65°F

Throughout the growing season, educational programs will be offered by Extension staff on horticulture-related topics. The Extension Brown County Horticulture Help Desk will also be available to answer gardening-related questions in person\* or over the phone from May through September. The Help Desk answers questions from 8 am to 4:30 pm, Monday through Friday, at 2019 Technology Way, Rm 113 (STEM Innovation Center) and can be contacted by calling (920) 391-4615 or e-mailing [horticulturehelp@browncountywi.gov](mailto:horticulturehelp@browncountywi.gov). Bring in your bug, plant specimen, or a photo for help.

\*Note COVID-19 may affect in-person help desk availability.

## **FALL GARDEN CLEANUP**

All garden plots, unless otherwise noted, will close on October 15. Please clean up your garden plot on or before this date. For plowed beds, remove **all** stalky materials (corn, sunflower, broccoli, kale, and other brassica stems). All other plant material should be chopped up into smaller pieces and left in your plot to increase organic matter and help improve soil.

Please remove **all** stakes, string, plastic, wire, and other materials from your plot. Gardeners with raised and no-till beds must remove everything, including all plants, which they must carry out if there is no designated site. Gardeners who fail to properly clean up their plots will receive a warning and a \$10 fine added to their registration fee for the next season. After a second offense, they may lose preference for that plot the following growing season. Please recycle garden plot corner stakes and plot number stakes by placing them by your garden's water source or bulletin board.

## **DISCLAIMERS**

UW-Madison Division of Extension, Brown County, the City of Green Bay, and partners do not assume any responsibility for mishap or injury occurring in the community gardens, nor are the same responsible for accidental or intentional acts of vandalism, or other harm by persons, animals, or weather, to gardeners or garden plants.

All plot sizes are approximate and actual measurements may vary.

Plots may require additional tilling by gardeners, and unplowed gardens can be opened at the coordinator's discretion.