

R CITY OF REYNOLDSBURG
PARKS AND RECREATION DEPARTMENT



Reynoldsburg Community Garden

A community garden means many things to many people. For some, a community garden is a place to grow food, flowers, and herbs in the company of friends and neighbors. For others, it is a place to reconnect with nature or get physical exercise.

Successful and vibrant community gardens rely on the dedication of each and every gardener to maintain a plot and contribute to the upkeep and management of the garden as a whole. The adage *many hands make light work* is very appropriate. If everyone pitches in according to individual ability and desire, the garden will prosper and grow.

Community gardening has the potential to offer a range of benefits to individuals, families, communities and the environment. Benefits include:

Food Production – Community gardens allow people to grow high quality fruits and vegetables for themselves, their families, and their communities.

Nutrition – Some research indicates that community gardeners eat more fruits and vegetables than non-gardening families.

Exercise – Gardening requires physical activity and helps improve the overall physical health of gardeners.

Mental Health – Interacting with plants and nature helps reduce stress and increases a gardener's sense of wellness and belonging.

Community – Community gardens foster a sense of community identity, ownership and stewardship among gardeners. They provide a place for people of diverse backgrounds to interact and share cultural traditions.

Environment – Gardens help reduce the heat island effect in cities, increase biodiversity, reduce run-off from rain, recycle local organic materials and reduce fossil fuel use from long distance food transport.

Learning – People of all ages can acquire and share skills and knowledge related to gardening, cooking, nutrition, health, culture, etc.

Youth – Community gardens provide a place for supervised youth to explore gardening, nature and community.

Above all, community gardening can provide a sense of satisfaction and accomplishment for all.

Success at the Community Garden

- Plan to visit your garden **two to three times a week** during the growing season. Make a schedule with yourself or other gardeners. Write it in your calendar or post a colorful reminder on the fridge. Because your garden is not located outside your front or back door, it's sometimes easy to forget that there is weeding, watering, staking or harvesting to do.
- Attend scheduled meetings and workdays. This will help you meet other gardeners and become part of your gardening community. You'll also learn about the various jobs and projects that need to be done to keep your garden in shape.
- Make friends with other gardeners. Experienced gardeners are an invaluable resource at your garden. Pick their brains for gardening tips or visit their plots to see how they stake their tomatoes or trellis their beans.
- Volunteer for a garden job or committee. Community gardens don't manage themselves. They require a fair amount of work. By pitching in on a certain job or project, you'll be supporting the garden as a whole and ensuring that the work is spread among many people.
- Educate yourself. Check out books from the library. Attend classes. Become a Master Gardener. There is always something to learn about gardening. The more you learn, the more success you will have.
- Know your neighbors. Learn the names and a little about your non-gardening neighbors. Share some extra produce. Take the time to visit with them about how the garden works if they're not familiar with it.
- Harvest produce on a regular basis. During harvest season, let garden leaders know if you plan to be out of town for more than a few days. Gardeners can harvest for you and donate the food to a local pantry.
- Grow more than you need. Opportunities exist for donating extra produce to charitable organizations.
- Bring your cell phone. Should a problem arise, keep an important numbers stored on your phone.
- Put your garden to "bed" when the growing season is over and the gardens close *(Dec. 1)*. This will ensure weed growth in subsequent years is minimized and the required nutrients are returned to the soil for the next year's garden. This also applies if, for some reason, you are unable to go all the way to harvest with your plot and must withdraw or quit before the season is over.

Community Garden Job Descriptions

Garden Committee

- **Parks and Recreation Representative:** Identify and recruit new garden leaders. Chair the garden's organizing committee.
- **Education Coordinator:** Coordinates regular and special garden events including work parties, neighborhood parties, and educational workshops.
- **Communications Coordinator:** Communicates with gardeners through email, phone calls or mailings about garden news, meetings and events. Maintains garden bulletin board. Coordinates garden meetings/activities. Coordinates with other related groups (Sustainable Reynoldsburg, Garden Clubs, Crossroads Community Development Corporation), organizes visits to, and contact with, other community gardens.
- **Maintenance Coordinator:** Manages the waiting list, responsible for broken or damaged equipment and infrastructure. Manages the Grounds Crew, Composting Crew, and volunteer positions.

Volunteer Positions

These positions are managed by the Maintenance Coordinator

- **Grounds Crew:** Maintains the garden's common areas. Mows grass if required, clears pathways and removes trash. Maintains and oversees the composting and compost bins. Provides gardeners with assistance hauling or handling compost.
- **Jack/Jill of all trades:** Those willing to fill-in in a pinch, especially during pre-season & post-season cleanups.
- **Garden Champion:** One POC whom leads the way @ the garden with communication and abiding by rules, etc. Submits recommendations and solutions when problems arise.

This position is managed by the Education Coordinator

- **Horticulture Advisers:** Possess gardening experience and a willingness to share it with gardeners. Mentors new gardeners, circulates new gardening resources, and coordinates gardening workshops with the events crew.
- **Garden Historians:** The keepers of written journal and photos of garden activities for posterity.

2017 Community Garden Group

<u>Name</u>	<u>Organization</u>	<u>Phone</u>	<u>Email</u>
David Gubanc	Maintenance Coordinator	496-5444	David_gubanc@att.net
Phyllis Gubanc	Communications Coordinator	204-0775	pgubanc@att.net
Brian McGuire	City of Reynoldsburg (Maintenance Supervisor)	322-4510	bmcguire@ci.reynoldsburg.oh.us
Michelle Brennan	City of Reynoldsburg (Administrative Assistant)	322-6806	mbrennan@ci.reynoldsburg.oh.us
Ryan Lauber	City of Reynoldsburg (Horticulturalist)	322-4504	rlauber@ci.reynoldsburg.oh.us
Donna Bauman	City of Reynoldsburg (Director of Parks and Recreation)	322-6806	dbauman@ci.reynoldsburg.oh.us

Throughout the year the garden hosts a number of meetings and events. To date, the following meetings and events have been proposed or scheduled. Questions concerning events should be directed to the Program Coordinator.

Event	Date/Time	Location	Purpose
Intro Meeting	April 1, 2020 6:00pm	Main Conference room City Hall	<ul style="list-style-type: none"> • We hand out plot assignments • Review guidelines • Review contact information • Identify “Mentors” • Review volunteer tasks • Review schedule – if we have classes or trainings
Opening Day (Spring)	May 4th	Gardens	Water is turned on
Free Composting Clinic	TBA	Livingston Community Garden	To educate all new and returning gardeners on the composting process used in the garden and to circulate compost guidelines to all attendees.
Arbor Day Celebration	April 24 4pm		Celebrate trees and their importance within our community
Plant Sale	May 2 8am-1pm	Livingston House 1792 Graham Rd	Organized by Four Seasons Garden Club.
Plant Reynoldsburg	May 16 9am-12pm	City Hall 7232 East Main St.	Organized by the Parks and Rec. dept. Horticulture staff; this event is an opportunity to help beautify our community.
Community Clean Up	June 6 9 a.m. – 3 p.m.	Meet at City Hall 7232 East Main St.	Take pride and ownership in your community. Help us Clean Up! Groups and families are welcome. Call Parks and Rec. to volunteer: 322-6806
Last Day to Rent a Garden Plot	June 12, 2020		This is the last date to rent a garden plot
First day of the Reynoldsburg Farmer’s Market	June 4 - Sept 3 4:00 – 7:00 p.m. Every Thursday	Huber Park Davidson Dr. Reynoldsburg	Enjoy the flavors of freshly harvested fruits and vegetable as you visit with your neighbors at the Reynoldsburg Farmer’s Market. Call (614) 322-6807 for more information.
Closing Day	December 1, 2020	Gardens	Plots MUST be readied for the winter months.

2020 Best Planting Dates for Seeds
The Old Farmer's Almanac.com

Crop	Start Seeds Indoors	Moon-favorable Dates	Start Seeds in the Ground	Moon-favorable Dates
Beans			Apr 24-May 8	Apr 24-25
Beets			Apr 3-May 15	Apr 3-9
Broccoli	Feb 26-Mar 13	Mar 11-13	Apr 3-10	Apr 10
Brussels sprouts	Feb 26-Mar 13	Mar 11-13		
Cabbage	Feb 26-Mar 13	Mar 11-13	Apr 17-May 1	Apr 17-25
Carrots			Mar 20-Apr 3	Mar 28-Apr 3
Cauliflower	Feb 26-Mar 13	Mar 11-13	Apr 17-May 1	Apr 17-25
Celery	Feb 26-Mar 13	Mar 11-13		
Corn			May 8-15	May 9-15
Cucumbers	Mar 27-Apr 10	Mar 27	May 1-8	
Lettuce	Mar 13-27	Mar 13-27	Apr 17-May 8	Apr 17-25
Melons	Mar 27-Apr 10	Mar 27	May 8-15	May 9-15
Onion sets			Mar 27-Apr 3	Mar 28-Apr 3
Parsnips			Apr 3-24	Apr 3-9
Peas			Mar 13-27	Mar 13-27
Peppers	Feb 26-Mar 13	Mar 11-13		
Potato tubers			Apr 24-May 8	Apr 26-May 8
Pumpkins	Mar 27-Apr 10	Mar 27	May 1-8	
Radishes			Apr 17-May 1	Apr 26-May 1
Spinach			Mar 13-27	Mar 13-27
Squash, summer	Mar 27-Apr 10	Mar 27	May 1-8	
Squash, winter	Mar 27-Apr 10	Mar 27	May 1-8	
Tomatoes	Feb 26-Mar 13	Mar 11-13		

FAQs

The following are answers to some *frequently asked questions*. Other questions may be directed to Reynoldsburg Parks and Recreation at 614-322-6806.

Where are the gardens located? The Livingston Garden is located behind the Truro Township Fire Department located at 6305 Livingston Avenue. Parking is available at the COTA parking lot at 2100 Birchview Drive. The Civic Community Garden is located in Civic Park 6800 Daugherty Ave. Parking adjacent to the garden site.

How much does it cost to garden here? A full 10' x 20' plot is **\$40 per resident; \$50 for non-residents** for the year. A half plot is \$20 per resident; \$25 for non-residents. **No discount for multiple plots.**

What kinds of tools, equipment and supplies are available at the garden? There are currently no community gardening tools. You will need to bring your own equipment and keep the equipment on-site at your own risk.

Can I hook up a hose to the water source in the garden? Yes. A splitter will be installed on both taps allowing up to three hose connections at one time. Gardeners will be responsible for bringing their own hoses and taking them with them when they finish. Hoses left at the garden are done so at the gardener's risk.

Where are hoses permitted? Gardeners **MUST** be mindful at all times to the location of their hose. **Hoses are NOT permitted to run through other plots.** If damage is continually done to other plots by hoses gardeners will no longer be permitted to utilize them.

What do I have to do to stay in good standing with the garden? 1) Sign up for one of the many volunteer positions, 2) Maintain your plot, 4) Pay your yearly dues, 5) Be mindful of hose location in relation to other gardener's plots, 6) Make sure you put your bed to winter by the December 1st deadline.

Whom do I contact for gardening advice? The garden committee can put you in touch with several of the horticultural experts who assisted in putting this garden together.

What can I plant in my garden plot? With a few limitations, what to plant is entirely up to you. Trees are NOT permitted in the plots. As long as you keep your plot in shape by weeding and tending to it on a regular basis, most any type of vegetable, herb, or flower should be acceptable. Please refrain from planting anything deemed as "invasive" by the Ohio Department of Natural Resources or the United States Department of Agriculture. If you have any questions, please contact the Organizing Committee.

What type of fencing and other structure are allowed? Fences are strongly discouraged, but if used must appear neat and tidy and not exceed **36" in height**. If used, fencing should be kept to a minimum and must be removed by the gardener at the end of the season. Keep your gardening neighbors in mind when thinking about fencing. No structures may obstruct vision throughout the garden. Exceptions are trellises and wire used to grow climbing plants, which may not exceed 6 feet.

I'm not sure I can keep up with a full or even a half-plot but I'd still like to garden. What should I do? Consider requesting a shared garden. On the Garden Request form, you can indicate that you'd like to share a plot with someone else. We will attempt to match you up with another gardener and you can work together on a half-plot.

Will my plot be tilled as a new gardener? Yes, the City of Reynoldsburg Parks and Recreation Department will till plots for any new gardener. Please allow 14 business days after registration for the tilling to take place.

When is the last day to rent a garden plot? The last day for plot rental is June 15. No rentals will be accepted after this date.

Garden Rules

Plots are filled on a first come first served basis and new gardeners may NOT request a particular plot site, we will assign the plot to you. Returning gardeners are given the option of renewing their existing plot lease.

A water source will be installed close to the garden. Please use water responsibly. Gardeners are responsible for bringing their own hoses. Hoses left at the garden sites are done so at the gardener's risk. Gardeners are asked to be mindful of the location of their hoses at all times. Hoses are NOT permitted to run through other plots. If damage is continually done to other plots by hoses gardeners will no longer be permitted to utilize them.

Each gardener is responsible for the maintenance and upkeep of their garden plot during the garden season. Tilling, watering, weeding, harvesting, and any other garden related maintenance are all the responsibility of the gardener. It is also the responsibility of the gardener to keep the walkways surrounding their plot clear and free of trash, plant materials, and supplies.

The community garden is available from dawn to dusk, daily during the garden season.

It is the gardener's responsibility to notify the garden committee if they are not able to care for their plot for an extended period of time. If any plot becomes unkempt through neglect, the gardener will be given notice to clean it up. If the cleanup does not occur, the current plot owner loses all rights to the plot and the plot will be subject to reassignment. The original gardener is still responsible for putting the plot back in the condition in which they were leased. (Tilled or turned over and void of weeds or discarded plants).

Gardeners must provide their own gardening tools. For safety reasons, no tools or supplies of any kind may be left unattended at the garden site.

Children must be accompanied by an adult and must be supervised at all times with at least a ratio of 10 to 1.

Dogs are **not** permitted in the gardens at any time.

No drugs or alcohol are permitted in the garden. Truro Township (Livingston Garden) property is tobacco-free.

Gardeners may only pick their own crops, unless given permission by another gardener.

Do not use fertilizers, insecticides or weed repellents that will in any way affect other plots.

Give consideration to others by planting tall crops where they will have the least impact on neighboring gardeners.

Fences are strongly discouraged, but if used must appear neat and tidy and not exceed **36" in height**. No structures may obstruct vision throughout the garden. Exceptions are trellises and wire used to grow climbing plants, which may not exceed 6 feet.

Restricted Plants: Noxious plants, invasive plants, or other illegal plants **are not allowed**. *Nuisance plants include* Jerusalem Artichokes, Morning glories, and Bamboo. Mint can be planted in a container but not in the ground.

Never throw anything such as trash, weeds, plant material, spoiled fruits or vegetables in the field surrounding the garden. A compost pile will be maintained for properly prepared garden waste. Trash receptacles outside of the garden are for discarded papers, trash, cages, broken tools etc.

Temporary plant cages, stakes, trellises and any garden tools such as watering cans, rakes, shovels, etc. should be removed from the garden when it closes and **MUST** be disposed of by the plot owner. Permanent or semi-permanent plant supports for perennials such as grape vines or berry bushes are permitted, provided they are **adequately maintained and kept INSIDE the boundaries of the designated plot(s).**

The Garden Committee is responsible for ensuring that the rules are followed at all times. Garden plots must at all times be maintained in a safe condition, and if any condition is deemed unsafe, Garden Committee will require the gardener to rectify the situation immediately. Should the Garden Committee and the Department of Parks & Recreation, at their professional discretion, determine that a garden plot is not being properly maintained on a regular, routine basis, then the Department will send written notification to the responsible gardener informing them of their violation of the program guidelines. If gardener does not respond within five (5) business days from the date on the written, mailed notification, then the Parks and Recreation Department will assume total control and maintenance of the garden plot in violation.

Composting Information

(Revised 4/7/2014)

The compost operation within each garden consists of both bins and staging piles which receive green waste during the gardening season for the purpose of producing useable compost the following spring. The bins and piles are managed by volunteers only. The following guidelines are intended to reduce the work load on all gardeners and assure the production of an acceptable, useable compost.

The general rule is that BINS should receive green waste that is short, moist and dirt free. The STAGING PILE should receive green waste that is long, dry and dirt free.

1. All excess dirt must be removed all green waste BEFORE it is either stacked in the staging pile or placed in the bin._____
2. Leftover produce should be removed from the stalks and vines and placed in the bins._____
3. When stacking vines and stalks in the Staging Pile, lay them in one direction. It makes it easier to grind stalks and vines when the roots are all facing the same direction._____
4. Remove all ties, wires, cords, nylons or other items from the stalks and vines BEFORE they are stacked in the Staging Pile._____
5. CUT UP weeds and small green waste to 6" lengths or less prior to adding it to the bins._____
6. Please do NOT put animal waste in the bins. _____
7. Please do NOT put paper or plastic material in the bins or staging pile._____

Please place your initials next to the composting guidelines and return this form with your registration form and payment.



Garden Agreement

Initial

____1. Plots are filled on a first come first served basis and new gardeners may NOT request a particular plot site, we will assign the plot to you. Returning gardeners are given the option of renewing their existing plot lease.

____2. The annual fee for a garden plot is currently **\$40** for a resident and **\$50** for a non-resident for a full plot. Fees are payable to the City of Reynoldsburg (7232 E. Main St. Reynoldsburg Ohio) and must be paid in full at the time of registration. The plot fee is non-refundable. **No discounts for multiple plots.**

____3. A water source will be installed close to the garden. Please use water responsibly. Gardeners are responsible for bringing their own hoses. Hoses left at the garden sites are done so at the gardener's risk. Gardeners are asked to be mindful of the location of their hoses at all times. Hoses are NOT permitted to run through other plots. If damage is continually done to other plots by hoses gardeners will no longer be permitted to utilize them.

____4. Each gardener is responsible for the maintenance and upkeep of their garden plot during the garden season. Tilling, watering, weeding, harvesting, and any other garden related maintenance are all the responsibility of the gardener. It is also the responsibility of the gardener to keep the walkways surrounding their plot clear and free of trash, plant materials, and supplies.

____5. The garden will be available May 5th through the end of October. **Gardeners are responsible for "putting the garden to bed" and ready to plant in the spring no later than December 1st.**

____6. The community garden is available from dawn to dusk, daily during the garden season.

____7. It is the gardener's responsibility to notify the garden committee if they are not able to care for their plot for an extended period of time. If any plot becomes unkempt through neglect, the gardener will be given notice to clean it up. If the cleanup does not occur, the current plot owner loses all rights to the plot and the plot will be subject to reassignment. The original gardener is still responsible for putting the plot back in the condition in which they were leased. (Tilled or turned over and void of weeds or discarded plants).

____8. Gardeners must provide their own gardening tools. For safety reasons, no tools or supplies of any kind may be left unattended at the garden site.

____9. Children must be accompanied by an adult and must be supervised at all times with at least a ratio of 10 to 1.

____10. No drugs or alcohol are permitted in the garden. Truro Township (Livingston Garden) property is tobacco-free.

- ____11. Gardeners may only pick their own crops, unless given permission by another gardener.
- ____12. Do not use fertilizers, insecticides or weed repellents that will in any way affect other plots.
- ____13. Give consideration to others by planting tall crops where they will have the least impact on neighboring gardeners.
- ____14. Fences are strongly discouraged, but if used must appear neat and tidy and not exceed **36” in height**. No structures may obstruct vision throughout the garden. Exceptions are trellises and wire used to grow climbing plants, which may not exceed 6 feet.
- ____15. Restricted Plants: Noxious plants, invasive plants, or other illegal plants **are not allowed**. *Nuisance plants include* Jerusalem Artichokes, Morning glories, and Bamboo. Mint can be planted in a container but not in the ground.
- ____16. Never throw anything such as trash, weeds, plant material, spoiled fruits or vegetables in the field surrounding the garden. A compost pile will be maintained for properly prepared garden waste. Trash receptacles outside of the garden are for discarded papers, trash, cages, broken tools etc.
- ____17. Temporary plant cages, stakes, trellises and any garden tools such as watering cans, rakes, shovels, etc. should be removed from the garden when it closes and **MUST** be disposed of by the plot owner. Permanent or semi-permanent plant supports for perennials such as grape vines or berry bushes are permitted, provided they are **adequately maintained and kept INSIDE the boundaries of the designated plot(s)**.
- ____18. The Garden Committee is responsible for ensuring that the rules are followed at all times. Garden plots must at all times be maintained in a safe condition, and if any condition is deemed unsafe, Garden Committee will require the gardener to rectify the situation immediately. Should the Garden Committee and the Department of Parks & Recreation, at their professional discretion, determine that a garden plot is not being properly maintained on a regular, routine basis, then the Department will send written notification to the responsible gardener informing them of their violation of the program guidelines. If gardener does not respond within five (5) business days from the date on the written, mailed notification, then the Parks and Recreation Department will assume total control and maintenance of the garden plot in violation.
- ____19. Dogs are **not** permitted in the gardens at any time.

Please place your initials next to the gardening guidelines and return this form with your registration form and payment.



Please Print Clearly:

Gardener: _____ Gardener email: _____

Gardener address: _____ City: _____ Zip: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

Emergency contact info: _____
Name Phone

Please sign-up for at least one of the garden jobs/crews listed below.

___ Grounds Crew: maintain common areas of the garden

___ Compost Crew: maintain the compost pile

___ Garden Historian: take photos of the garden for publicity

___ Jack/Jill of all trades: help out in a pinch

Which location would you prefer (please circle one): Livingston Ave Civic Park

Current plot holders, please list your plot number(s) _____ Do you wish to have the same plot? _____

Additionally, if you think you might like to serve on the garden committee next year, please check this box () and indicate in which capacity below:

If you are a new gardener, would you like an experienced gardener to help you? Yes ___ No ___

If you are an experienced gardener, would you like to help a new gardener? Yes ___ No ___

Would you like to share a garden with another gardener? Yes ___ No ___

If you are a returning gardener, would you like your garden tilled? Yes ___ No ___

If yes, are you planting cold crops? (ex: Peas, Radish, Spinach, Lettuce) Yes ___ No ___

Are you planning on planting perennials? Yes ___ No ___

This Garden Agreement is subject to change.

All rules, guidelines, and policies of the City of Reynoldsburg and Truro Township override any of the information in this Garden Agreement should it be determined that there is a conflict.

I have read and understand the Livingston Garden user agreement.

Gardener's Signature

Date

CONSENT AGREEMENT

I hereby certify that I am over eighteen (18) years of age and of sound mind and body and hereby agree that I am, or my minor child is, a voluntary participant in the Reynoldsburg Recreation Program(s), related events and activities, or I am a volunteer for a program sponsored by Truro Township and the City of Reynoldsburg.

It is further agreed that I hereby release Truro Township and the City of Reynoldsburg, its employees, public officials, volunteers, sponsoring agencies, sponsors, advertisers, and if applicable owners and lessors of premises used to conduct the event from any and all liability for injury, disability, or death to any person or property incident to my own involvement or participation or my child's involvement or participation in these programs.

It is further agreed that I assume all risks, both known and unknown, and assume full responsibility for my own or my child's participation. It is further agreed that I will comply with the program's stated and customary terms and conditions for participation. If I observe any concerns about my own or my child's participation and/or the program itself, I will remove myself or my child from participation and notify the Reynoldsburg Parks and Recreation Department.

It is further agreed I will indemnify and hold harmless Truro Township and the City of Reynoldsburg, its employees, public officials, volunteers, sponsoring agencies, sponsors, advertisers, and if applicable owners and lessors of premises used to conduct the event from any liabilities incident to my own or my child's involvement or participation in the Reynoldsburg Recreation Program (s), related events and activities, and/or Truro Township and City of Reynoldsburg sponsored events. In executing this agreement, I hereby certify that I have acted voluntarily based on my own knowledge and judgment and have not been influenced by statements of representations not included in this agreement.

Signature

Date

Please Print Your Name