



## ***GUIDELINES & REGULATIONS***



### **DISCLAIMER**

Agency partners do not assume responsibility for mishap or injury on state property, nor are the agency partners responsible for accidental or intentional acts of vandalism or other unforeseen harmful garden acts by person(s), animal(s), or weather.

Garden plot renters agree to follow the guidelines and regulations established for the garden season. Any incidents occurring on their plots or at the garden site shall be their liability.

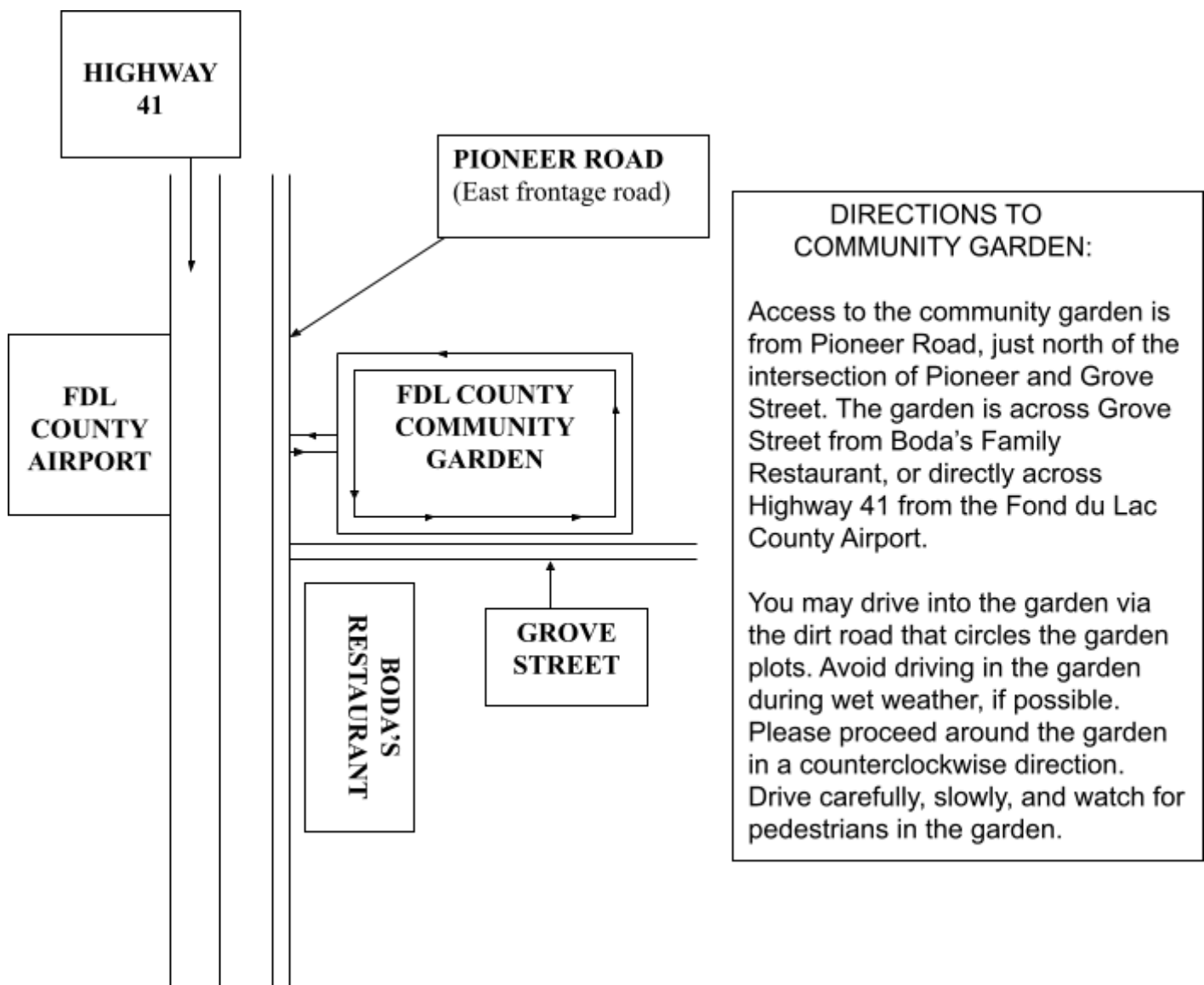
*The University of Wisconsin–Madison Division of Extension provides equal opportunities in employment and programming in compliance with state and federal law.*

Extension Fond du Lac County  
160 South Macy Street, 2nd floor  
Fond du Lac, WI 54935  
Office Phone: 920-906-4623

**The Extension office has moved to the Fond du Lac County Government Center. Visitors must use the north entrance and go through security, then take the elevators in the lobby to the 2nd floor.**

Community Garden Coordinator Phone: 920-906-4630  
Program Assistant Phone: 920-906-4623

Fond du Lac County Master Gardeners and other educators help develop educational programs for gardeners on a wide range of topics from general gardening to food preservation.



### **All gardeners must sign the Garden Waiver**

Contact the Extension office at 920-906-4630 or 920-906-4623 for additional copies. Gardeners acknowledge neither Fond du Lac County nor Extension is liable in case of accident, theft, or vandalism.

## **GARDEN RULES**

### **Location**

The garden is located on the Northeast corner of Pioneer (east frontage road) and Grove Street.

### **Parking/Driving**

Designated parking areas are available along the west end of the garden and along the roads throughout the garden area.

**In spring and during wet times, driving is not allowed into the gardens from any direction until the roads have hardened up and dried off. Do not drive around chains or the garden sign.**

The chains are there to prevent drivers leaving large ruts and mud holes to repair. Gardeners may not drive around the garden sign when the chains are up in front of the gardens. The chains get put up to prevent anyone from driving into the gardens and leaving huge ruts and mud holes. When the chains are up, DO NOT drive into the gardens from ANY direction or around chains or signs.

**Do not drive into the garden from the Anthem parking lot.** Gardeners who do are subject to loss of gardening privileges. Anthem Blue Cross Blue Shield sent a complaint about the amount of mud left in their parking lot.

### **Plot Access & Boundary Stakes**

Garden plots will be prepared, staked, and available for planting in **early May**, as weather permits.

**No gardening allowed before the Gardens officially open, including our staking of all the plots.**

Gardeners in their plots before they are open and marked are subject to loss of gardening privileges.

We identify plots with a stake and number in front of each plot on the west corner and stakes at all the other corners. **Plant your garden only between the marked areas.** Please stay two feet within the boundaries of your plot next to your neighbor. Walk only on walkways and on your own plot. Leave areas wide enough for you to walk around the border of your own plots. Walking in someone else's plot is trespassing.

-Tall crops (corn, sunflower, trellised plants) are allowed but must not shade another gardener's plot.

### **Fall Clean-up**

The Gardens close **mid-October**. It is the responsibility of the community gardeners to clean up their garden site. We allow only plant material and any other organic matter to be left on a plot. Please topple any large stalks and leave them on your plots.

We include the garden close date in the fall newsletter. We till the garden shortly after the garden close date. Tilling is not possible with any debris listed below left on garden plots. Everyone must comply with the clean-up rules, or we will all lose the privilege of using this site to garden.

**Prior to the garden close date**, gardeners must remove and take home all stakes, string, fence, water jugs, plastic material, and tomato cages used and/or on their plot. Gardeners failing to clean up their plots before the garden close date are subject to loss of gardening privileges.

### **Garbage**

There is no garbage pick-up at the garden site. Gardeners must take home all plastic, paper, and other refuse.

### **Pets**

Pets are not allowed in the Community Gardens.

## **GARDEN SAFETY & SECURITY**

For the safety and security of our gardens, we encourage you to keep a close eye on children and fellow gardeners. If possible, garden with a family member or friend. Recommended gardening times are sunrise to sunset. Gardens are open from the hours of **6:00 a.m. to 9:00 p.m.** **Gardeners must be off the premises by 9:00 p.m.**

If you have concerns about any activity at the community gardens that seems unusual or out of place for the garden area, please contact law enforcement and report it as soon as possible (**dial 911**). Reporting of any incidents must include **Patty Percy, Fond du Lac County Community Garden Coordinator, Extension FDL County, phone 920-906-4630.**

Parents must keep children within the garden site and provide supervision. Children may not enter any surrounding private properties. Some areas may be marked as "Off Limits" or "No Trespassing." Gardeners should stay within the Community Garden area at all times. Your cooperation makes gardening enjoyable and safe for all concerned.

### **Authorized People**

Only you, people you invite to accompany you, Extension and County staff, or other authorized personnel with business at the site are permitted in the garden site.

### **All gardeners must sign the Garden Waiver**

Contact the Extension office at 920-906-4630 or 920-906-4623 for additional copies. Gardeners acknowledge neither Fond du Lac County nor Extension is liable in case of accident, theft, or vandalism.

### **Policing**

Theft of vegetables has been a previous minor issue. Anyone caught harvesting someone else's produce or vandalizing someone else's plot will lose the privilege of using the garden site. Your cooperation is necessary to keep this problem to a minimum.

Please respect your neighbor's garden plots as well as the neighbors whose private homes and property are located next to the Gardens. Do not drive vehicles and tillers on the buffer zone near neighbors' lots. Please report any problems to **Patty Percy, Fond du Lac County Community Garden Coordinator, Extension FDL County, phone 920-906-4630.**

## **PLOT PREP AND MAINTENANCE**

Weather permitting, the Gardens are tilled once in the fall and once in the spring when the moisture content allows for good soil preparation. Gardeners may use walking-type rototillers in their plots. Please be careful not to overwork the soil since it often results in over-compaction of the soil and poor vegetable growth.

### **Soil Amendments and Garden Fertilization**

Adding organic material (composted materials such as lawn clippings, leaves, decomposed plants, and composted manure) is the best way to improve soil quality.

Gardeners are responsible for fertilizing their own plots. This allows individuals to garden organically. Gardeners may apply organic matter (such as composted plants and manure) to meet the nitrogen needs of their crops.

Only use purchased soil amendments or composts that follow heating and duration protocols to reduce pathogens and possible jumping worm contamination. **Do not move soil or compost from your home lawn or garden to the Gardens if not properly composted.**

### **Transplant Materials**

To prevent jumping worms or other contamination, **transplants grown in your home lawn or garden are not allowed.** ONLY bring plants grown in potting mix or from a reputable retailer.

### **Mulching**

Straw, newspaper, and leaves work as mulch to suppress weeds and conserve moisture. Be sure to cover newspapers with grass or leaf mulch to prevent them from blowing away. Gardeners must recycle plant material within their own plot.

Gardeners must **remove all other mulch materials, such as fabric or carpet,** before the garden close date. These materials catch in tilling equipment requiring mechanical removal and costly repairs.

**There are no composting areas at the Gardens.** Do not bring household waste to your garden plot.

### **Water Availability, Usage, and Watering Tips**

Water for garden plots will be available from three (3) large water tanks. As time and conditions allow, Extension staff make every effort to keep the tanks filled -the south tank less often, and usually not until cover crop field work is completed.

**Do not hook up water hoses** to garden tanks. Water conservation is important, please be sure to shut off tank faucets completely.

Please use sensible watering practices. Practical-sized water containers work best to transport water from the tanks. A small gallon jug with a small opening wastes water when filling from the tank. Container openings large enough to fit the waterspout on the tank prevent a lot of spilling. Limit use of water for washing, so water is available for other gardeners. Do not run water to wash hands and feet. Try washing your hands from your containers while you are watering.

Help your garden hold rainwater. A best watering practice for vegetable gardens is a heavy even watering now and then is better than light watering often, only about once a week without rain.

- Water early in the day. Not during the hottest part of the day.
- Apply mulch appropriately. Ask for additional resources from the Extension office.
- Keep a good supply of organic matter (well-rotted manure or compost) in the soil to hold water.
- Keep down the weeds. Stop them before they start. They take water from your vegetable plants.
- Thin out crop plants that aren't needed—they will use water, too.

One worst practice is lightly watering your garden daily or every few days. Sprinkling only provides water to the top layer of soil, promoting shallow root systems that are susceptible to drying out and plant failure.

### **Garden Neglect & Weed Control**

Gardens, walkways, and roadways must be kept free of all weeds. Weeds are unsightly, spread seeds to adjacent garden areas, and cause hardship to all gardeners. Hoeing to control weeds and thinning vegetables to the proper recommended distances conserves moisture.

Gardeners with neglected garden plots will be notified in three ways: verbally (in-person or by phone), email, and postal mail. Gardeners are given two (2) weeks to comply. If a gardener does not comply after all three notifications, staff reserve the right to mow off the garden plot and restrict gardening privileges. Gardener expectations are to **control weeds and grass two feet around plot** areas preventing spreading and keep rabbits under control.

### **Garden Cancellations**

If, for any reason, gardeners cannot plant or care for their plots, contact the Extension Office immediately. The garden plot may be reassigned or mowed/tilled over. **No refunds after June 15.**

### **Pesticide Use & Disposal**

Pesticides are chemicals used to kill or repel pests. Pesticides include herbicides (which kill weeds), insecticides (which kill insects), and fungicides (which kill fungi).

Pesticides are poisonous and pose a threat to animals, plants, and insects beyond the intended target. They may be harmful to beneficial insects, such as bees and butterflies. For this reason, and potential drifting to neighboring plots, **ALL PESTICIDE USE is restricted to days of NO WIND DRIFT.**

Insecticide and herbicide use in the Gardens is **limited** to the following:

#### **Acceptable Insecticides**

- Botanical insecticides (Ryania & Pyrethrin)
- Insecticidal soaps and oils
- Microbial insecticides (Bt-Dipel, Thuricide, M-One, and Lepinox)
- Mineral insecticides (diatomaceous earth)

Also, limit use of Sevin garden dust, a manufactured inorganic pesticide. **Please be very cautious when using powders to prevent drift into neighboring plots.** If you are unsure of whether an insecticide is allowed, please contact Patty Percy at 920-906-4630.

Gardeners using unacceptable pesticides receive only one warning. Continued use of unacceptable pesticides after warning will result in loss of garden plot and gardening privileges.

**Herbicides, which kill weeds, (such as Roundup) are BANNED in the community gardens!**

# GARDEN EDUCATION

## Garden Advisory Committee

A garden committee will be organized to process garden policy and decide on matters of concern. Representation on the garden committee will consist of garden renters, staff from Extension and members on the County Board. Report any matter of dispute to **Patty Percy, Fond du Lac County Community Garden Coordinator, Extension FDL County, phone 920-905-4630**. The Garden Advisory Committee will resolve all disputes.

## Garden Information and Mailing Updates

All relevant information about garden dates, garden maps, and educational materials or workshops are sent via USPS or email. To receive these in a timely fashion, always inform Extension of any change in name, mailing address, phone number, or email address.

Patty Percy, Community Garden Coordinator, has limited availability for garden counseling at the Extension Office. If you need immediate assistance, contact Sarah Stevenson, Program Assistant, by phone: 920-906-4623 or email: [sarah.stevenson@wisc.edu](mailto:sarah.stevenson@wisc.edu)

## Gardening Educational Materials

Community Gardeners are encouraged to use recommended vegetable varieties in the gardens.

- *Vegetable Cultivars and Planting Guide for Wisconsin Gardeners (A1653)*
  - <https://cdn.shopify.com/s/files/1/0145/8808/4272/files/A1653.pdf>
- *Common Crops for Community Gardens (A3905-05)*
  - [https://learningstore.extension.wisc.edu/products/common-crops-for-community-gardens-p1702?\\_pos=2&\\_sid=1d508464c&\\_ss=r](https://learningstore.extension.wisc.edu/products/common-crops-for-community-gardens-p1702?_pos=2&_sid=1d508464c&_ss=r)
  - Click on “Download” to view and/or print.

Other Extension garden publications are available in English and Spanish at <https://learningstore.extension.wisc.edu/>. Click on “Lawn & Garden” to view categories.

The Extension Fond du Lac County website found at <https://fonddulac.extension.wisc.edu/> lists local and other horticulture resources. Click on “Horticulture.”

Find other useful information on the Fond du Lac County Master Gardeners Facebook group at <https://www.facebook.com/groups/fdlcomastergardeners/>.