

FORT RILEY COMMUNITY VICTORY GARDEN RULES

The Fort Riley Community Victory Garden, “the Garden,” aims to provide a safe and friendly place for residents of Fort Riley to grow edible crops, strengthen family bonds, and cultivate friendships. The following rules are established to ensure fair and respectful use of the Garden by all participants. The Garden is governed and managed by the Fort Riley Community Victory Garden Association Leadership Board, “the Board.” The term Gardener refers to the person(s) who has signed for a plot and his/her household. Each Gardener and his/her family are expected to respect the boundaries of their plot in all endeavors while in the garden area. All Gardeners are responsible for knowing and abiding by these rules.

Plot Limits, Sign-up, and Gardening Dates: Gardener(s) with a plot previously assigned to them will be given first notice of plot availability for the following garden season. This allows a Gardener to keep the same plot throughout their residence at Fort Riley, if desired. Any Gardener(s) who was issued a notice of rule violations during the previous year and did not adequately rectify the violation will not be allowed to return to the Garden without a written appeal and approval by the Board.

1. New plot requests may be made by completing the Community Garden Request Form and Waiver and submitting to the Colyer Forsyth office located at 22900 Hitching Post Road or e-mailing it to colyerforsyth@corvias.com. The Community Garden Request Form and Waiver can be found on our website: <http://riley.corviasmilitaryliving.com/communitygarden>. Plots are available on a first come, first served basis only to residents of Corvias Military Living. Plot sharing is available and all names of households sharing the plot must be on the request.
2. Only one (1) plot will be assigned per household. Additional plots may be assigned under the following circumstances: there is no waiting list when a plot becomes available and it serves the best interests of the Board to have the available plot(s) occupied.
3. Any plot not planted and maintained by May 1, or within 2 weeks of assignment may be declared abandoned by the Board and made available for reassignment. It is the responsibility of the Gardener(s) to inform the Board of any extenuating circumstances or to request an extension. These will be determined on a case-by-case basis at the sole discretion of the Board.
4. All plots must be cleared of all extraneous items to include, but not limited to: decorations, fencing, twine, boards, tomato cages, soaker systems, weed barrier fabric, stakes, trash, etc. by the first Saturday in December. Any remaining vegetation (e.g. Perennials) should be cut to a height of no more than twelve (12) inches, unless otherwise approved. Any Gardener(s) not abiding by this will lose the right to first claim of a plot the following spring.
5. A minimum of 12” clear soil line must be maintained at all times on all four (4) sides of each plot so that plants and weeds will not intrude on plot neighbors or into pathways. Mulch or other weed deterrent may be used in this area.
6. Gardener is responsible for maintaining any adjacent walkways to their plots halfway between them and their plot neighbor. Gardner is also responsible for keeping any

adjacent walkways from their plot to the fence. Additionally, Gardener is responsible for keeping any fence line directly adjacent to their plot weed free.

Visible Violation System: Throughout the gardening season, the Board will be using a flag system (visible 12"x8" flags) to minimize plot neglect and abandonment. Each plot will be inspected on a weekly basis from the beginning of the spring season until the first Saturday in December. The flags will be placed in the middle of the offending plot.

1. **No Flag:** Plot is in good-standing.
2. **Yellow Flag:** This flag will appear in the plot until either the problem is corrected or for a maximum of seven (7) days. If the violation is unclear to the Gardener contact the Board for an explanation. This is a "cautionary" flag to give notice of a violation of one or more of the following:
 - a. **Weeds and Grass:** Each plot must be weeded regularly: weeds and grass may not be allowed to go to seed; trees on garden plots are considered to be weeds and must be removed while less than two (2) feet tall.
 - b. **Watering:** The plot has not been watered regularly and has gone through an extensive period without water.
 - c. **Harvesting:** The plot has produce that has ripened and has either not been picked, allowed to rot, or has gone to waste.
 - d. **Abandoned:** The plot visually appears to be abandoned.
3. **Red Flag:** The red flag is a "final notice" flag. After the yellow flag has been in a plot for seven (7) days and the violation still remains, a red flag will be placed in the plot. The red flag will be in the plot for a maximum of seven (7) days. The red flag indicates that the plot can be tended to by any fellow gardeners for watering, weeding, harvesting, and management. Gardener is at risk of losing plot and must immediately contact the Board and make arrangements with them to rectify the violation.
4. **White Flag:** The white flag is a plot "abandoned" and "available" flag. After the red flag has been in the plot for seven (7) days a white flag will be placed in the plot to indicate this plot has been declared abandoned and is fully available "as is" to either fellow gardeners or new applicants. Any fellow gardeners can water, weed, harvest, and manage the plot until it is reassigned, as indicated by the removal of the white flag. Gardener may no longer claim the plot but may petition the Board for an exception to reinstate that will be reviewed on a case by case basis. Any fellow gardener, in good-standing, wishing to acquire the available plot as an additional plot must contact the Board.

Watering: Each plot is limited to using one (1) watering spigot at a time for no more than thirty (30) minutes at a time. Sprinklers are allowed, but must be removed after watering. Sprinklers left attached to hoses, not in use, may be confiscated. Gardener(s) must be present during watering to control run-off and prevent over spray on neighboring plots and flooding. Any violation of watering policy will be addressed in the following manner progressively in the case of repeated offenses.

1. First (1st) offense will initiate a friendly conversation in the garden, or contact from the Board as a reminder of the watering rules.
2. Second (2nd) offense will result in a violation letter mailed to the address the Board has on file for the Gardener(s).
3. Third (3rd) offense may result in loss of plot by the Gardener(s).

Chemical Use: Label directions must be adhered to when applying pesticides, fertilizers, herbicides, and fungicides. Every precaution must be taken to prevent application of chemicals from getting into neighboring plots. All use of chemicals will need to be approved. **Please be aware of what you are using in your plot. Broad Spectrum Pesticides kill both harmful and beneficial insects and are especially lethal to honey bees which are essential for pollination. Both SEVIN DUST and ROTENONE are currently under review by the FDA for possible banning. Please begin with the gentlest method of pest control and advance with caution and care.**

Equipment and Property: Water spigots, hoses, and hand tools are available for use. The hand tools are located in the shed and are to be shared by all gardeners.

1. Equipment from the tool shed must be washed before returning it to the shed. Please use the proper tool for the job at hand and use care to prevent any injury or damage to person or property.
2. Broken or damaged tools, hoses, spigots, etc. should be reported to the Board immediately.
3. Garden waste may not be placed in the trashcan on the pavilion. It goes in the dumpster or the compost plot.
4. Do not leave personal property in the shed; the shed is for common use items only.
5. Donated items will be placed in the shed and are available on a first come, first served basis.
6. The Board will purchase a tiller and mower to be used strictly for the Garden. Only gardeners that are certified to operate this equipment to include the weed eaters may do so.

Drugs: No alcohol or other drugs are allowed at the Garden.

Children: Plot assignees are responsible for keeping children from entering plots other than their own. Parents must supervise children at all times.

Pets: Pets, except for Service Animals, are not allowed in the Garden.

Organic Plots: Synthetic fertilizers, herbicides, fungicides, and pesticides may not be used in the Organic Gardening sections as marked on the Garden plot map.

Smoking: The smoking policy will follow the guidelines of Fort Riley and the state of Kansas for outdoor areas. No smoking in the shed.

Music: No music without headphones.

Good Neighboring: Respect each plot as private property. NEVER enter another plot without expressed consent of the plot assignee(s).

Glass Containers: No glass allowed.

Multiple Plots: 2nd plots will only be assigned if there is no wait list. They will be assigned according to plot holder time at the garden seniority.

Commercial Selling of Produce: Not allowed.

Grandfather Clause: Any plot already planted prior to this amendment of the rules is not bound by these changes in the rules until the following year.

Gardener(s) Responsibilities:

1. Sign an agreement to abide by these rules before planting can begin.
2. Sign a Garden liability waiver before planting can begin.
3. Keep the Board informed of any changes to contact information, phone number, address, or email.
4. If Gardener is unable to tend to their plot for a period to exceed seven (7) days, then they are responsible for making arrangements to have someone else, preferably a fellow gardener, care for plot to include, but not limited to, watering, weeding, and harvesting.

Notes:

1. These rules were developed and adopted by the Fort Riley Community Victory Garden Association Leadership Board.
2. A copy of these rules will be posted at the garden and copies will be made available to members within three (3) days of request.
3. These rules are subject to change by Fort Riley Community Victory Garden Association Leadership Board.
4. Revised February 2016 and approved by the Fort Riley Community Victory Garden Association Leadership Board.