



Community Garden of Fox Lake

17 Forest Avenue., Fox Lake, Illinois 60020

Welcome to the Fox Lake's Community Garden! The Community Garden is open to any resident of Grant Township and Fox Lake. The Village will provide basic services such as the garden site, water, initial tillage, basic gardening tools. Each participating gardener agrees to abide by the established procedures as set forth below (see Community Garden of Fox Lake Rules and Regulations).

To protect public health, animals and the environment, all gardens will adhere to basic organic gardening methods (no dangerous pesticides, herbicides or synthetic fertilizers).

The Community Garden of Fox Lake is located at 17 Forest Avenue.

Why are Community Gardens so Awesome?

A Community Garden is a neighborhood green space set aside for local residents to grow their own fresh vegetables, herbs, fruits and flowers. Community gardening revitalizes neighborhoods, promotes social and economic self-empowerment and can serve as the basis for new local entrepreneurship, or "micro-enterprises" such as a Farmer's Market. Community gardening is also widely recognized for its significant therapeutic value for a variety of conditions. Perhaps most important in today's increasingly hurried and urbanized environment, community gardens are places where people can share their love of nature and growing their own food.

MISSION STATEMENT

The mission of the Fox Lake Community Garden is to assist residents, neighborhoods and community organizations in the creation, operation and maintenance of community gardens, to:

- Increase opportunities for healthful outdoor recreation, practical education and positive social interactions, and:
- Improve public nutrition and the neighborhood environment, and:
- Build community self-reliance and sustainability, and:
- Donate fruits and vegetables to local food pantries and those in need.

Community Garden of Fox Lake

2018 Application

Each Raised Garden Plot is 4'x12'

APPLICATION DEADLINE – Existing Gardeners wishing to reserve the same plot-March 5, 2018.

On-time applications will be speedily processed.

Applications received after April 1, 2018 will be processed by date received. Applications will be processed as long as there are plots available.

- A waiting list will be formed when all plots are assigned. After the renewal period has ended for existing gardeners, all plots are assigned on a first come, first serve basis.
- Gardeners may indicate plots they prefer, but assignment cannot be guaranteed.
- A maximum of two garden beds may be issued per person/family depending on availability.
- Email lists are maintained for garden announcements and are required for communications.

FEES

1 plot \$40.00.

2 plots \$60.00

THE COMMUNITY GARDEN COMMITTEE! The Community Garden Committee is the management body of the gardens and is made up of village staff and volunteers. Committee members respond to committee discussions (often by e-mail) and manage specific projects for each season. The Community Garden Committee meets the on the first Monday of each month at 8:30am in the Village Hall Board Room (66 Thillen Dr.) The meetings are open to the public and gardeners are encouraged to attend, if available. **The meeting agenda is posted on the Village's website. How to reach the Garden Committee:** E-mail: dayd@foxlake.org or write to us at: Community Garden of Fox Lake, 66 Thillen Dr., Fox Lake, IL 60020. The Village also maintains a Community Garden page on its website. Visit www.foxlake.org for more information. Like us on Facebook!

HOW TO APPLY FOR A GARDEN PLOT: Mail your completed application and payment to: Attn: Garden Plot Applications, 66 Thillen Drive, Fox Lake, IL 60020. Or drop off your completed application at Village Hall in the Community Development Department. If after hours, put your application in the drop box (in front of Village Hall). Make checks payable to Village of Fox Lake.

COMMUNITY GARDEN RULES AND REGULATIONS

We want everyone to have a great experience in the garden! It is also important that each gardener follow all the rules and regulations regarding garden plots. All gardeners will be required to attend an orientation meeting and sign a liability waiver.

The Village of Fox Lake will:

- Provide the available garden site.
- Provide soil/compost stockpile for gardeners to add/replace soil in their plot.
- Provide water.
- Provide basic gardening tools.
- Provide compost bins throughout the garden.
- Periodically evaluate each garden site to determine if it is fulfilling the criteria established and to assist in addressing any problems or needs that may have arisen, including the construction of additional activities.

Gardeners will:

- Complete the Community Garden Plot Application and Waiver of Liability Form and submit it to the Village of Fox Lake. Failure to sign and return the Waiver of Liability will not allow the applicant to partake in the Fox Lake Community Garden.
- Attend the Meet & Greet & Orientation on Saturday, May 5, 2018 from 9-11am at the Garden!
- Not use any synthetic fertilizers, herbicides, pesticides or insecticides.
- Not use mechanized equipment.
- Keep gardens free from weeds, rotten produce and plant debris.
- Dispose of stakes, plastics and any garbage in a timely manner.
- YOU MUST maintain the shared paths adjacent to your garden plot in order to keep pathways free of WEEDS.
- Closely supervise children.
- Not grow any illegal crops.
- Not damage or harvest from another garden plot.
- Not bring any tires to the garden site.
- Not bring any pets or animals to the garden site unless the animal is a certified service animal.
- Not smoke or use tobacco products at the garden site.
- Not bring or consume any alcoholic beverages to the garden site.

It is ESSENTIAL that gardeners volunteer to pull weeds around their garden plots and common areas. If we all work together to pull weeds, we may win the war against the weeds!

Community Garden of Fox Lake

In order to maintain respect for our community of gardeners, we must observe the following rules without exception. In particular, note the following highlighted rules:

1. **Theft:** do not take anything from any plot other than your own even if you think it is abandoned. No warning is given and this offense is immediately referred to the Community Garden Committee for appropriate action.
2. **Trespassing:** do not enter any plot other than your own unless invited.
3. **Boundaries:** do not plant outside of the boundaries of your plot.
4. **Tools:** Do not borrow tools that might have been left on or near a gardener's plot.
5. **Weeds: Control weeds and remove before they go to seed. Please place them in the designated weed pile for composting.**
6. **Water:** Take care in using the water system and do not leave water on when you leave or keep others from getting access.

*In the gardens, we also value neighborliness and respect: get to know your neighbors. If you see strangers in your neighbors' plots, email the committee at dayd@foxlake.org. Discuss issues respectfully, and bring disputes to the Village, if appropriate. **Always dial 911 and report any suspicious activity at the community garden.***

Failure to comply with these rules will result in:

1. **Warnings** with dates of needed changes.
2. **Review** of issues by the garden committee with potential loss of privileges.
3. **Confiscation** of plot/s.

If you have questions about these rules, email the committee at dayd@foxlake.org. Sign your application to acknowledge that you understand these rules and the specifics that follow. A comprehensive list of garden policies follows on the next page.

Pathways and Boundaries

- No tools, hoses or weeds left in the pathways.
- Do not extend your garden plot past the boundary markers.
- All plants in pathways will be removed.
- Each plot must maintain an unplanted path through or around the edge of the plot so that other gardeners can access water and plantings.
- Fences: Perimeter fences outside of the plots are not allowed. Fences harbor weeds and obstruct mowing. Any fences that are built must be easily movable, placed **inside** the raised bed, and be weed free.

Neighborliness

- Garden carts and tools should not be removed from the gardens. Return these items to the shed area.
- Tall plantings should not be placed where they will shade neighboring plots. Tall support structures must be sturdy and unlikely to fall on neighbors' plantings and away from the plot lines.
- Each plot must be used for planting of flowers, vegetables, fruit, cover crops or herbs. Those with underutilized plots may be requested to share with gardeners on the waiting list.

- No permanent structures are allowed; plant supports should be minimal.

Gardening practices:

- The Village of Fox Lake's website maintains a Community Garden page that provides information on how to maintain an organic garden. If in doubt about any material, e-mail the Community Garden Committee.
- The Fox Lake Community Garden is an organically managed property. Only OMRI (Organic Review Institute (www.omni.org) listed insecticides and fungicides may be used. No herbicides permitted. Organic home-made remedies also allowed.
- Perennial plants are not advised; there is no assurance having the same bed annually.

Prohibited Plants and other items:

- No fires are allowed within the gardens.
- Wood chips provided by the Village of Fox Lake are for the pathways only and **cannot** be used in garden plots. Gardeners should be aware that wood chips decay slowly and remove valuable nitrogen from your soil. Shredded leaves or straw (not hay) are a better mulch material for most uses.
- No glass shall be used in the gardens for safety reasons since broken glass is difficult to remove.
- Privately-owned power equipment such as tillers and mowers are not allowed in the gardens for safety reasons.
- Do not plant comfrey, annual Artemisia, or mint. Do not plant trees in your garden plot. Trees that sprout will be removed.
- Produce from these gardens that won't be consumed can be placed in the "**Free Produce**" bin or taken to a local food pantry.

Weeds:

- **WEEDS MUST BE KEPT UNDER CONTROL.** Weedy plots will be identified by the Garden Committee. If your garden is identified as weedy you will be notified and given 5 days to clear it of weeds. If the plot is not cleared of weeds, you may lose your plot for the remainder of the year.
- All weeds should be taken to the designated weed pile/s.

Refund Policy:

- Gardeners who choose to forfeit their plot must contact the Community Garden Committee before July 1st. No refunds will be given.
- **If you leave before the end of the season:** If a primary gardener leaves the gardens, he/she may transfer the plot to another individual. The new individual/gardener must fill out an application and sign the waiver form.

Garden Resources and Services

- Please respect natural areas outside the garden boundaries.
- *Parking:* Parking is available in designated spots and on the street where parking is allowed.

- *Gardening Information:* Many resources are available on the Fox Lake website at www.foxlake.org including a manual for beginning organic gardeners.
- *Water:* Spigots are turned on in the gardens by April 1st and turned off in the fall near the end of October. Water turn-on is subject to weather and frost considerations. The water in the garden is the Village's water. Please report any water problems as soon as possible to the Community Garden Committee at dayd@foxlake.org or by calling 847-587-3176.
- *Garden paths:* The common garden paths are maintained by the gardeners and gardeners should be mindful of the need to maintain the path integrity and avoid digging or trenching into this area. Paths shall be kept clear and free of obstacles or plantings.
- *Garden carts (if available):* Never tip the carts over sideways. Carts must be shared. Empty and return the cart to the garden shed when you are finished gardening for the day.
- *Compost:* Compost is sometimes available. These are NOT fertilizers, but mixing these materials with the soil in your plot will improve the soil texture.
- *Garbage:* Place all garbage in the garbage cans at the garden entrance. Please use the recycling container for any recyclables.
- No plants in garbage cans. No garbage in the weed piles.
- Maps of the gardens, including plot numbers, are available on the Village of Fox Lake's website at www.foxlake.org
- All plots are rented for a season at a time and we will do our best to honor requests made in advance. Timely, completed applications will be processed first. If plots are still available, these will be assigned by application date in the remaining applicant categories. Returning gardeners will be given priority over new gardeners within priority class and can request to return to their previous plot. Dates of application are considered in assigning plots. Waiting lists by date received will be kept after the due date and plots will be assigned when available.

Volunteer Hours

It is essential that each gardener contribute a minimum of 5 hours towards maintaining the community garden. The bulletin board will highlight various tasks that need to be completed. Removing weeds is a great way to volunteer if no tasks are listed on the bulletin board.

Community Garden of Fox Lake

2018 COMMUNITY GARDEN PLOT APPLICATION

Your application will not be processed unless all of the information is provided and fees are paid. If a plot is not available, your application will be placed on a waiting list. All plots are assigned on a first come, first serve basis. Waiting list applicants will be notified in the event a plot becomes available.

Primary Gardener (must be at least 18 years of age and is responsible for plot):

Last Name: _____ First Name: _____

Mailing address: _____

E-mail address (required) _____ Phone # (Required) _____

Secondary Gardeners (optional, will be included on general email list if address provided):

Last Name: _____ First Name: _____

E-mail address: _____

Returning gardeners in good standing have priority over new gardeners and may request to renew their previous plot.

Did you have a garden plot in 2017? Yes _____ No _____

Do you want to maintain the same plot/s as last year? Yes _____ No _____

If you answered "No", please list the reason and an area of the garden you'd prefer to be located in. We cannot guarantee there will be space available to relocate you to.

1 @ 4'x12' plot (\$40.00)

2 @ 4'x12' plots (\$60.00)

Please make CHECKS payable to "Village of Fox Lake"

Total: _____

I have read and understand the application packet and agree to follow the "Gardening Rules." I will make sure that every gardener in my plot knows the rules and observes them.

Signature of Primary Gardener _____ Date: _____

MAIL IN THIS PAGE - KEEP THE REST OF THE PACKET FOR REFERENCE. Mail and drop off address: Village of Fox Lake, 66 Thillen Dr. Fox Lake, IL 60020, or use the drop box in front of Village Hall.

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GARDENER AUTHORIZATION & RESPONSIBILITIES

The following guidelines outline the management of the community garden and its site property. These guidelines have been established by the VILLAGE OF FOX LAKE and are provided to the gardener as a basis for a use agreement between the two parties. In turn, the VILLAGE OF FOX LAKE provides gardeners with the authority and permission to use the garden site. We, as a community, have a responsibility to keep our community garden managed effectively. The community garden is a privilege, and everything works more smoothly when people are involved in its overall upkeep. Please also remember to treat your fellow gardeners as you would like to be treated.

With your signature below, you acknowledge as a participating gardener, responsibility for the following:

1. Participating in tasks such as weeding common areas, caring for community plantings and areas, caring for gardening tools, etc.
2. Submitting dues for the 2018 gardening season for each plot. These plot fees cover a range of services including water, compost, and general garden maintenance.
3. If for any reason you find you cannot care for your garden, you are required to notify the Community Garden Committee and make arrangements with other gardeners to water and maintain your plot during your absence. If a garden appears neglected/abandoned (not watered and/or overrun with weeds), you will be given ten (10) days' notice to maintain your plot. After this time your plot will be re-assigned.
4. The VILLAGE OF FOX LAKE requires water restrictions and conservation measures be followed. A gardener MUST remain on the premises while his/her garden is being watered. The garden cannot allow excess water to drain onto the street or adjacent property.
5. The maintenance of common areas and furnishings, fencing, trees, trash receptacles, compost bins, street and alley right-of-way, and water lines are the shared responsibility of all gardeners.
6. Gardeners must have their plot planted by July 1st, or the plot will be forfeited and reassigned.
7. Each gardener is responsible for clearing and tilling his/her plots before the close of the season. All dead plants, weeds, trash, tools, sticks and cages are to be removed or stored by November 1 each year.
8. Garden Committee shall not discriminate on the basis of race, creed, color, national or ethnic origin, religion, marital status, age, sex, sexual orientation, gender expression, gender identity, disability, or military status in its garden membership and the administration of its programs.

RETURN THIS PAGE ALONG WITH YOUR APPLICATION- KEEP THE REST OF THE PACKET FOR REFERENCE. Mail and drop off address: Village of Fox Lake, 66 Thillen Dr. Fox Lake, IL 60020, or use the drop box in front of Village Hall.

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2018 COMMUNITY GARDEN PLOT WAIVER OF LIABILITY

1. I desire to participate voluntarily in the gardening and other activities sponsored and coordinated by the VILLAGE OF FOX LAKE on the COMMUNITY GARDEN OF FOX LAKE community garden site.
2. I understand, accept, and assume the risks associated with participation in any and all activities. I also assume the responsibility of conducting myself in a civil manner that is mutually beneficial to all participants. Unacceptable conduct generally includes, but is not limited to, vegetable theft, tool theft, profanity, and any offensive behavior.
3. I assume full responsibility for any injuries which may occur to me, as well as the safety of my family and guests, and do hereby fully and forever discharge and release the community garden site landowner and the VILLAGE OF FOX LAKE, its employees, board members, officers, agents, authorized volunteers, representatives, consultants, insurers and sureties, and their successors and assigns (collectively, the "Released Parties") from any "Claims." "Claims," as used in this document, mean any and all claims, demands, damages, rights of action or causes of action, present or future, whether the same be known, anticipated or unanticipated, resulting from or arising out of my presence or the presence of my family members and guests at the garden, activities at the garden, the use or intended use of the garden, and/or participation in activities connected with the VILLAGE OF FOX LAKE including, without limitation, any of the foregoing resulting from or arising out of the negligence of a Released Party. Further, I hereby waive any and all Claims against a Released Party.
4. I expressly acknowledge that participation in the community garden is for my purposes and convenience and not for the purpose and convenience of any one or more of the Released Parties.
5. In the event that a dispute arises between gardeners or between a gardener(s) and the designated garden committee, and a resolution of the dispute cannot be reached by these parties, I agree to have the VILLAGE OF FOX LAKE act as the arbitrator of the dispute, and I further agree to adhere to the VILLAGE OF FOX LAKE decision as final.

Print Name

Signature

Date