

COMMUNITY GARDEN
Department of Parks & Recreation
Policy

PURPOSE

Boise Department of Parks & Recreation recognizes community gardens as a valuable recreational activity that can contribute to community development, environmental awareness, positive social interaction and community education. The Department will collaborate with interested groups in assisting with the development of community gardens on City-owned property managed by the Department. Whenever possible, community garden developed will be encouraged in areas of neighborhood disinvestment.

RESTRICTIONS/GUIDELINES

A community garden falling within this policy shall be operated by a non-profit agency or neighborhood association (“qualifying entity”) and shall include the following features:

1. The qualifying entity (non-profit or neighborhood association) shall utilize its garden to produce food and/or flowers for the use of group members, Boise Parks & Recreation, or other non-profit agencies.
2. A community garden should promote environmental education, and encourage the involvement of schools, youth groups and citizens who do not have an assigned plot in gardening activities.
3. All community gardens located on Parks & Recreation property shall be developed and maintained at limited out of pocket cost to the Department.

Boise Parks & Recreation Support

The Department will support the development of community gardens on eligible parcels of property through the following means:

1. Provide access to information on the development and operation of community gardens.
2. Provide limited staff support for the design and development of the community garden.
3. Assist qualifying entities to assess and determine appropriate and eligible land suitable for the development of community gardens.
4. Assist interested groups with the development of user agreements between the City and the qualifying entity.

Organization Responsibilities

If the Department determines that City-owned land is suitable for a community garden site, the following conditions shall apply:

1. Prior to Development
 - a. Qualifying entity shall demonstrate that there is neighborhood support for a community garden.
 - b. The qualifying entity shall provide a garden site plan that includes the layout of the plots and location of any proposed structures or fences.
 - i. All community garden designs shall meet park maintenance standards, and be approved by Boise Parks & Recreation.
 - ii. Structures or barriers which restrict public access may be constructed.
 - c. The qualifying entity shall develop and operate the gardens according to a user's agreement which will specify the term of use, management responsibilities, user fees and access procedures including the following specific terms:
 - i. The term of the user agreement may not exceed five years.
 - ii. The term of the agreement may be renewed for additional terms if the garden is deemed successful and there are no conflicts with other uses of the property.
 - iii. At termination of the agreement, the qualifying entity shall assist the Department in returning the site to its pre-garden condition.
 - d. All user agreements shall require the approval of the Parks and Recreation Commission.
 - e. Allotments of space shall be made on a first-come, first-served basis.
 - f. Membership in the qualifying entity and the opportunity to be allotted a plot shall be open to any resident of the community.
 - g. No pesticides or herbicides may be used without Boise Parks & Recreation consent.
 - h. Boise Parks & Recreation shall approve any allotment fees charged. Allotment fees are intended to cover garden costs and improvements as defined below.
 - i. The qualifying entity shall provide a schedule of proposed allotment fees.
 - ii. Allotment fees shall cover the yearly watering, maintenance and site improvement costs, unless otherwise determined by Boise Parks & Recreation.
 - iii. Allotment fees shall not exceed the amount necessary to cover the normal operating costs of the garden.
 - iv. Records of allotment fees and expenses shall be maintained and forwarded to the Department annually, to ensure correct use of fees.
2. First season

- i. The garden shall be developed at limited out of pocket cost to Boise Parks & Recreation.
- j. The Department may assist the qualifying entity in the preparation of the garden site by the following means:
 - i. Removing grass
 - ii. Turning the soil
 - iii. Adding compost
 - iv. Adjusting irrigation systems

3. Subsequent seasons

- k. Qualifying entity shall be responsible for all garden activities including:
 - i. Installation and maintenance of all community garden facilities. Collection of allotment fees from plot users.
 - ii. Payment of water/electric charges assessment.
 - iii. Maintenance of records of revenues and expenses incurred by the community garden, which the qualifying entity shall provide to the Department at the conclusion of each growing season.
 - iv. Spring preparation of the garden.
 - v. Winterization of garden.

APPROVED

	DATE
By: Department of Parks & Recreation Superintendents (initial)	_____ 5-10-10 _____ 5-10-10 _____ 5-10-10 _____ 5-10-10
By: <u>J. Patrick Preece</u> Office of the City Attorney	_____
By: <u>[Signature]</u> Department of Parks & Recreation	_____
By: _____ Parks & Recreation Commission	7-15-10
Boise City Council	na
Resolution/Ordinance No.	na