

Heartland Park Family Gardens Proposal

June 12, 2020

Proposal Summary

Heartland Park Family Gardens will be located at Heartland Park between the Animal Control Facility and White Oak Avenue and is proposed to open April 1, 2021. The 75'x100' garden area will be enclosed by a 6' vinyl coated chain link fence with security access for the gardeners. The garden will begin with 40 raised garden beds in 2021. Each bed will be constructed of cedar boards and will measure 4'x8'x18". Additional beds may be added for the 2022 growing season if demand is demonstrated. Space is also available for the addition of ADA beds. Maintenance of the garden beds and pathways will be the responsibility of the gardeners as defined in the Gardeners Agreement.

Mission Statement

To develop and support a common location for family gardening that will foster good health, community interaction through neighbors working with neighbors, and promote education through family gardening.

Design

See attached documents for proposed garden layout and raised bed box design.

Costs

Attached is an estimated budget for the installation of the garden in 2021 with 40 beds in an enclosed area of 100'x75'.

- The estimated cost of 20 additional beds is \$4440 (Lumber: \$4000, soil: \$320, signs: \$120)

It is assumed that the following items will be administered by the Town of St. John:

- Installation of a water system from the Animal Shelter building into the garden including 3 spigots
- Sod removal
- Tilling and leveling of soil before placement of garden boxes
- Mulch for pathways
- Water supply for garden beds
- Benches
- Garden waste receptacles and disposal
- Shelter (16'x24') on a concrete pad (22'x30') outside the fenced garden area (similar to Wigglely Field)
- Sign (similar to Wigglely Field)

Administration

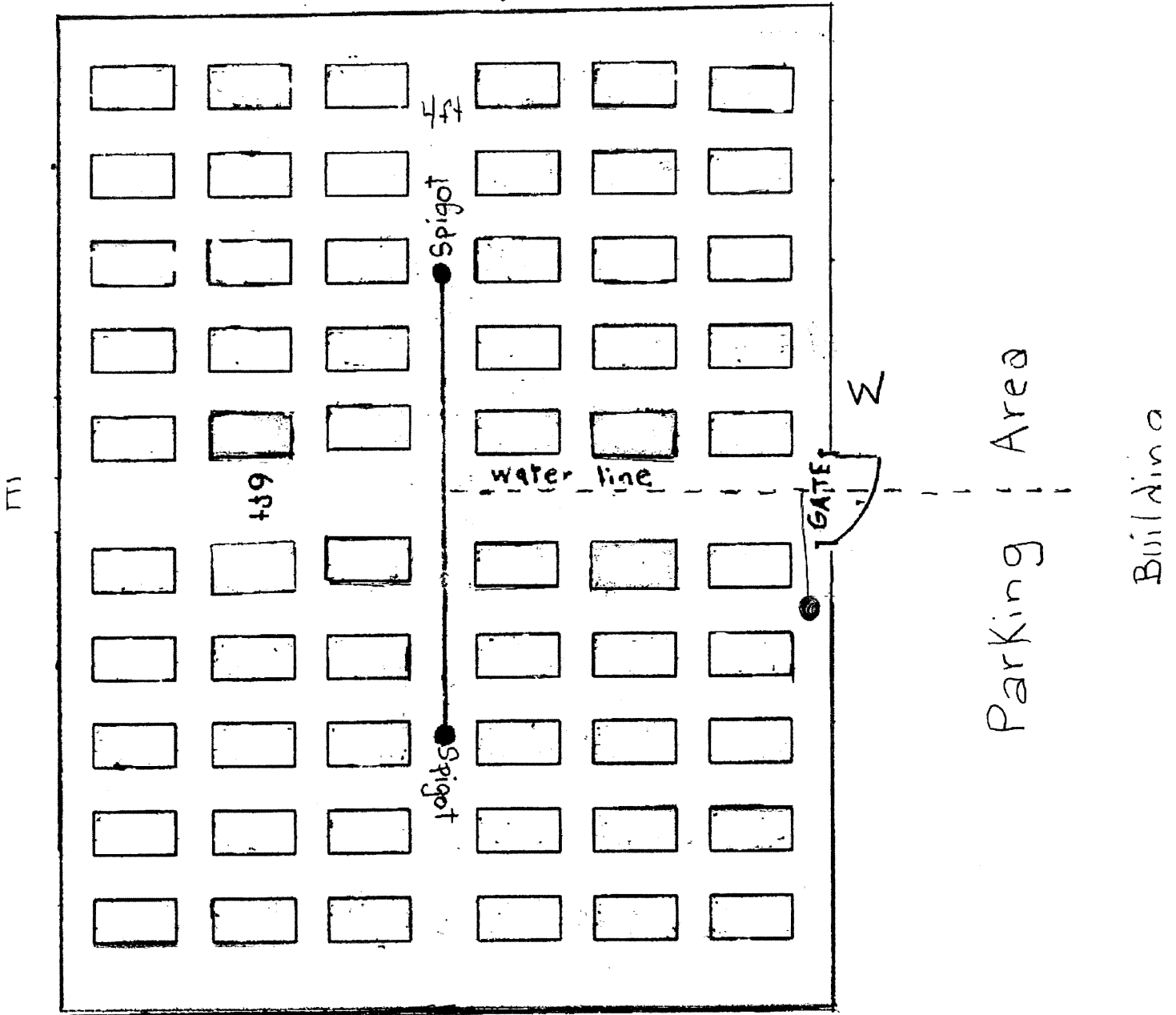
See attached documents for proposed Gardener Agreement and Gardening Registration form.

Public Interest

Postings on Facebook and Nextdoor regarding the Family Gardens garnered the names of 22 interested parties for the 2021 gardening season. Additionally, 8 people have expressed interest verbally. Promotion of the garden via the Town's communications will likely raise additional interest.

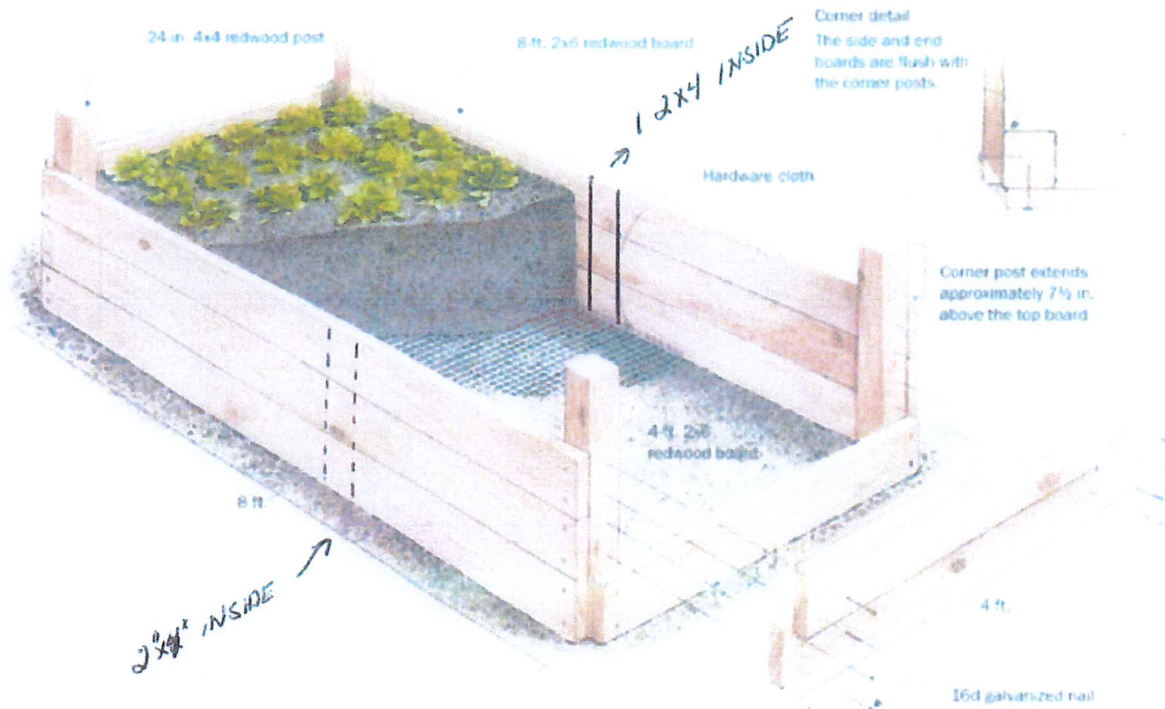
Heartland Park Family Gardens

S



4' x 8' 60 plots N
3 ft walk around plots

SHELTER



Box

9	2" X 6" X 8'	\$ 152.10
1	4" X 4" X 6'	18.86
1	2" X 4" X 8'	5.13
		<hr/>
		\$ 176.09
		12.32 TAX
		<hr/>
		\$ 188.41

1 BOX 3" GALVANIZED DECK SCREWS \$5.50
 1/2" HARDWARE CLOTH 13.64

St. John Family Gardens		
Estimated Budget 2021		
	2021 Estimates	Notes
Revenue		
Garden Rental Fees	\$ 1,600.00	40 rentals @\$40 per bed
Fund Raiser/Educational Events Fees	\$ 300.00	3 events - 20 people -\$5 ea.
Donations	TBD	
Sponsorships	TBD	
Gardens Revenue	\$ 1,900.00	
Expenses		
Perimeter Fence	\$ 7,000.00	75'x100'x6' plus gate security system (Cost of 75'x100'x4' approx. \$6400)
Raised Bed Boxes	\$ 8,000.00	Lumber and hardware
Soil	\$ 740.00	1.6 cu yd per bed @ \$10 per cu yd (includes \$100 delivery cost)
Mulch	\$ -	Supplied by Town
Garden Name Sign	\$ -	Supplied by Town; Similar to Wiggley Field Dog Park
Garden Renter Name Signs	\$ 300.00	5"x7" signs on stakes @\$7 ea
Gardens Expenses	\$ 16,040.00	
NET Family Gardens Revenue	\$ (14,140.00)	

**2021 Town of St. John Family Gardening Program
Gardener Agreement**

In order to participate in the 2021 Town of St. John Parks and Recreation's Family Gardening Program (FGP) at Heartland Park the gardener(s) agree to the following by reading and signing below:

1. REGISTRATION

Beginning February 22, 2021 gardeners who wish to rent a garden plot may register on a first-come, first-served basis. The garden plots are 4 feet by 8 feet raised beds. Gardeners will register and pay for the garden plot(s) for the current season only. Fees are used to offset direct costs of the FGP. No refunds on garden plot(s) will be given unless the space can be assigned to another gardener. No refunds will be given on abandoned garden plot(s). Any refunds will be subject to a \$10 fee to cover administrative costs.

2. CONTACT INFORMATION AND COMMUNICATION

Contact The FGP committee by email at _____ or by phone at _____ .
Gardeners must include their preferred method of communication on their FGP Registration Form. Notification of change of address or other contact information changes must be given to _____ .

3. GARDENING SEASON

The 2021 season runs from April 15 through October 31, 2021. Weather and other unforeseen factors may delay the opening of the gardens. Gardeners will be notified of changes to the opening of the gardens and notification will be posted at the garden. All plots will have signage with last name of the gardener. Gardeners are responsible for maintaining their plot as soon as the gardens are open for the season or immediately upon rental. By Memorial Day of each year there should be marked progress toward a productive garden. This progress should include: at least half of the plot under cultivation, plants established and cared for, path maintenance carried out, weeds being managed etc. (see section 5)

4. TYPE OF PLOTS

All plots are 4 feet by 8 feet raised beds. There will be a wood chip path around all garden plots.

5. MAINTENANCE

Garden Plots and Pathways

Gardeners must consistently maintain their plot throughout the garden season. This includes: regular weeding, harvesting ripe produce, and removing all spent or diseased plants. Gardeners are also responsible for maintaining the woodchip paths adjacent to their plot(s) by keeping them weeded, and refreshing the chips as needed. All paths must be kept free of overgrowing plants, gardening supplies and equipment. FGP will provide chips for the path maintenance. Gardeners must make arrangements for weeding, watering, and harvesting if they plan to be away for an extended period of time. Gardeners who are unable to maintain their plot(s) and paths in a way described above, must contact the FGP Committee immediately. We may be able to assist with a temporary solution.

Unmaintained/Abandoned Plots

Gardeners who have unmaintained plots will be given two weeks from the initial notification to comply with all requirements described in this Agreement. If the gardener does not comply by the end of the two-week period the plot will be considered abandoned. The gardener will give up the privilege of participating in the FGP for the remainder of the year. Gardener may be charged a maintenance fee for each plot. If a gardener addresses the two-week maintenance request by the deadline, but leaves the plot unmaintained, the second maintenance request will have a one-week deadline. A third request will have 3 days. Any gardener who gives up their plot due to abandonment or does not comply with the maintenance rules will be limited to the rental of one plot in the next season and may not be able to rent a plot until April 1, 2022.

6. TURNING IN PLOTS/END OF SEASON

Gardeners can finish gardening and turn in their plot at any time. This will mean clearing the plot of all plant material. This must be completed by October 31, 2021 unless special permission was given to continue gardening until the Sunday before Thanksgiving. Gardeners must notify the FGP Committee in writing if turning in their plot before the end of the season. Any gardener leaving a plot so that FGP has to care for the plot in any way may be charged a maintenance fee billed to the primary gardener and may be subject to the same restrictions as unmaintained or abandoned plot(s).

7. GARDEN HOURS

Gardens will be open between the hours of 7AM and 9PM daily.

8. TOOLS/TRELLISING/OTHER GARDEN MATERIALS

Gardeners are required to use good tool safety when using tools in their garden. Garden tools will not be supplied. Tools are the responsibility of the gardener and must not be left in the garden or on pathways. Gardeners can use tomato cages, stakes, and trellises to stake vegetable plants. Cages, stakes, and trellises must be removed as soon as they are no longer needed. Watering cans and hoses must be removed from the plot when gardener is not present and using them. Gardeners may not use carpet or plastic as a weed barrier or any other purpose in the garden.

9. WATERING/HOSES

Water spigots are located near the gardens. Gardeners will be required to bring a hose and sprinkling can for watering plants. When using the hose gardeners must be careful not to damage other garden plots. When finished watering turn off the water at the source and remove your hose.

10. GATES/FENCING

Gardeners must close the gate of the perimeter fence when entering and exiting the gardens. Do not open the gate for anyone. Gardeners are not permitted to put any type of fencing around individual plots. All gardeners will have access to the gardens to restrict non-gardeners from entering the garden area. Any gardener who does not comply with this rule may be restricted in future growing seasons from renting a plot.

11. RESTRICTED AND PROHIBITED PLANTS AND PESTICIDE USE

Cane fruit (raspberries, blackberries, etc.), grapevines, fruit trees, and other woody perennials are not allowed. Invasive plants including, but not limited to, *Artemisia vulgaris*/mugwort, wandering mint species, comfrey, and any plant that multiplies in such a way (by seed, rhizome, etc.) as to overtake the plot/soil as a nuisance specimen will not be allowed. The FGP at their discretion, determine if plants are problematic, invasive, or otherwise prohibited by State of Indiana, and therefore not appropriate for culture in a family gardening setting. Refer to the FGP document entitled *Restricted and Prohibited Plants* for more information.

Pesticides: The spraying of pesticides is not allowed in the garden area. You may have to remove any infected vegetation and properly dispose of it. By keeping your plants healthy and your garden area clear of weeds and dead vegetation you should not need to use harsh pesticides.

12. TRASH

Gardeners must remove any trash they generate, including empty plant pots, from the garden area and dispose of it properly.

13. PETS

Pets are not allowed inside the fence at the garden site as a food safety concern and as a courtesy to other gardeners.

14. THEFT AND DAMAGE

Gardeners should report any theft, vandalism, suspicious behavior or activity in the garden areas to FGP immediately. If you feel you are in danger, contact the St. John Police . No person is permitted to remove anything from plots not rented by them. The Town of St. John Parks and Recreation Department is not responsible for any damage to garden spaces, theft of produce or personal belongings in the vicinity of the gardens or elsewhere.

15. LIABILITY AND INDEMNIFICATION

The undersigned is an adult program participant, or is the parent or legal guardian of a program participant. The undersigned hereby states that s/he understands the activities that will take place in this program. The undersigned recognized, as with any activity, there is risk of injury. In the event that the program participant sustains an injury in the course of the program, the Town of St. John Parks and Recreation Department and/or its employees or volunteers are authorized to take reasonable steps to obtain appropriate medical treatment. The program participant and/or his/her parent or legal guardian shall be responsible for the cost of such treatment. The undersigned agrees to release, hold harmless, indemnify and defend the Town or St. John, the St. John Parks and Recreation Department, its employees, agents, and assigns, from any claims including, but not limited to, personal injuries or damage to property caused by or having any relation to the activities covered by this contract, even if arising from the negligence or releases. It is understood that this release applies to any present or future injuries that it binds the undersigned, undersigned's spouse, heirs, executors and administrators. The program participant may be photographed and videotaped while participating in Parks and Recreation activities, and consent is given for the reproduction of such photos or videos for advertising and publicity.

16. LAW AND VENUE

This Agreement shall be interpreted and construed according to the laws of the State of Indiana and venue of any dispute shall be Lake County Circuit Court, Indiana.

Gardener to sign and return this page with registration form. Garden Plot(s)# _____

I, the undersigned, have read the Town of St. John Parks and Recreation's Family Gardening Program Gardener Agreement and understand all of its terms. I agree with its terms and sign it voluntarily.

Primary Gardener, Printed Name	Primary Gardener, Signature	Date
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Additional Gardener, Printed Name	Additional Gardener, Signature	Date
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Additional Gardener, Printed Name	Additional Gardener, Signature	Date	Additional
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Parent or Guardian, Printed Name If gardener is age 17 or younger	Parent or Guardian, Signature	Date
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Signature of Corporation Council	Date
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Signature of Park and Recreation Director	Date
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2021 Family Gardening Program Registration

Please print clearly so that we can effectively communicate with you.

Primary Gardener: The primary gardener is the primary contact for the garden plot. This gardener is responsible for maintenance of the plot and for any maintenance fees that may be assessed.

Last name	First name		
Mailing address			
City		State	Zip
Town of St. John resident? (circle one) Yes No If you are unsure of your residency status, please check with your city hall.			
Primary Phone		Secondary Phone	
Email address			
* The email address listed above will be used as our primary way of contacting you. In an effort to reduce paper waste, we will no longer be sending standard mail unless specifically requested. Please print clearly and notify FGP immediately if you change your email address or lose email access.			
<input type="checkbox"/> I do not use email. Please use the phone number and mailing address above to contact me.			

Additional Gardeners: Additional gardeners must sign the Gardner Agreement, too.

Last name	First name		
Email address optional			

Last name	First name		
Email address optional			

Last name	First name		
Email address optional			

Garden Volunteer Opportunities: Please indicate if you are interested in any of the following opportunities.

<input type="checkbox"/>	Garden Maintenance: Assist staff with garden maintenance projects in common areas of the gardens when your schedule allows.
<input type="checkbox"/>	Garden Sitter: Volunteer to help other gardeners if they are out of town, injured, or otherwise unable to tend to their garden temporarily.
<input type="checkbox"/>	Education: Offer your gardening expertise and work with staff to help plan or lead hands-on gardener workshops.
<input type="checkbox"/>	Events: Assist in the planning and lead gardener events such as open houses, potlucks, music in the garden, etc.
<input type="checkbox"/>	I have a great idea about how I can help out. Tell us about it here:

Emergency Contact Information

Last name	First name		
Relationship to Gardener			
Primary Phone		Secondary Phone	

Registration Planner: St. John residents will register from February 15, 2021 through March 15, 2021. Non residents will register from March 16 through March 31, 2021. Please indicate the garden and plot size(s) and type(s) for which you are registering as well as if you are St. John or non-St. John resident. You can also indicate a voluntary donation, if interested.

Registration Code	Family Garden	Plot Size & Type	Price		# Plots	Total \$
			St. John	Non-St. John		
Heartland Park	Garden Plot(s)	8 ft X 4 ft	\$40	\$48		
Voluntary Donation						
TOTAL ENCLOSED						TOTAL \$

For your registration to be complete, your payment, this registration form and the completed FGP Agreement signature page must be delivered to:

St. John Parks and Recreation Department
 Family Gardening Program
 93rd Avenue
 St. John, IN

Method of Payment: Checks and money orders are the only accepted method of payment. Please make checks payable to: Town of St. John FGP.

Happy Growing

FOR OFFICE USE ONLY

Date Received	Garden		Plot Number(s)	Season Extension	
				Yes	No
Voluntary Donations			\$	Total Enclosed	

I would like to discuss with you the proposal that was submitted for Heartland Park Family Gardens by Marla Dernay, Veronica Williams and me.

This proposal is based on a location suggested by Town Council members which is east of the Animal Control Facility on White Oak Avenue. The garden area would measure 75x100 feet.

We are advocating for the garden in order to meet a specific need of the town's residents. St. John has parks for the children, ponds for the fishermen, and ball courts for the athletes but what about the nature-loving gardeners? I would say senior citizens but I believe the garden will appeal to all age groups.

The gardens will provide opportunities for residents to:

- grow food, flowers and herbs
- reconnect with nature
- get physical exercise
- expand their gardening knowledge through interactions with other gardeners
- families who garden together will be able to educate their children on the fascinating world of gardening
 - It can teach them responsibility, cause and effect and build self-confidence
- It will be a place for those who don't have space at their homes to garden
- Our vision includes hosting educational talks and demonstrations at the gardens to spark interest and promote learning
- The gardens will encourage community interaction and be a relaxing place to visit

The proposal establishes the garden with 40 raised boxes, will be surrounded by 6' fencing and have a water supply into the garden. Additional beds including ADA compliant beds can be added as demand grows.

Feedback via social media and verbal interest gathered the names of 30 potential gardeners. As word spreads about the garden, we expect interest to increase.

So sharks, who wants to get their hands dirty and help grow our garden?!