

# **EFFINGHAM COMMUNITY GARDEN**

## **REGISTRATION PACKET 2022**



**ORGANIZED BY  
EFFINGHAM PARK DISTRICT,  
U OF I MASTER GARDENERS,  
CITY OF EFFINGHAM**

# *Together We Learn and Grow!*

## EFFINGHAM COMMUNITY GARDEN 2022

### INTRODUCTION

Welcome to the tenth year of the Effingham Community Garden!! The community garden is a joint venture between the Effingham Park District, U of I Extension Master Gardeners and the City of Effingham. The Passalacqua family has graciously allowed us to open up this land to the community for a garden. In the past, Mr. Passalacqua used this land for a large garden of his own and operated a farmers market for a number of years.

The garden plots are located just south of the Bob's Discount and Home Improvement and directly behind Gotcha by the Hair and Tan Express located on South Banker Street. There is parking available by the fence or you can drive along the fence to get closer to the plots. Please keep in mind if it has recently rained it may not be advisable to park close to the plots.

We are happy that you are interested in renting a plot this year! This booklet will provide you with all the guidelines, the registration form and fees. We hope you have a fantastic gardening season!

### CONTACT INFORMATION

Questions and concerns regarding the community garden should be directed to:

Effingham Park District  
Jeff Althoff, Director  
217-342-4415  
Effinghamparkdistrict.org

Effingham Extension Center  
Master Gardeners  
217-347-7773  
Mary Fisher, Master Gardener Coordinator  
Linda Heynen, Garden Coordinator  
<https://extension.illinois.edu/cefj>

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## General Information

The community garden season runs from April 1<sup>st</sup> to November 1<sup>st</sup>. Illinois's typical growing season is from April – November, depending on the dates of first and last frost. Participants are granted access to their plot as soon as they have received their plot number confirmation and the soil has been tilled. The ground may not be ready to plant on April 1<sup>st</sup>, but you can plan and prepare for the season.

Registration is open until all plots have been rented. The plots will be assigned on a first come first serve basis.

For this season we are not designating this garden as “organic.” Please keep in mind that while the use of pesticides is permitted, you need to be mindful of your neighbor’s garden. There are also beehives on the garden property. Many pesticides are harmful to bees and therefore should only be used as a last resort. There are many organic techniques you can use to outsmart the pests and keep your gardening neighbors happy too! Kids are welcome at the garden but please supervise them at all times. The Master Gardeners love seeing children in the garden to connect them with nature, gardening, fresh food and nutritional education.

The Master Gardeners have a pollinator garden to help with pollination. This will attract bees and butterflies and many beneficial insects to the garden. We have milkweed growing to attract the Monarch butterfly. If you spot a monarch or any other unusual insect let a Master Gardener know so we can keep track of sightings. If you are interested in helping out at the garden in any way, please let any Master Gardener know.

The fee to rent a garden plot covers many service costs, maintenance cost of mowing and maintaining equipment, time and materials of the brochures and administration fees. This year we are offering two sizes of garden plots.

The fees are as follows:

**Half size:** 15ft x 6ft     \$15 a season

**Full size:** 15ft x 15ft     \$25 a season

**Raised bed:**     \$15 a season

The Boy Scouts Troop #335 have built us three raised beds to rent out also. If you are interested in renting the raised bed the cost would be the same as a half size plot. Please confirm that the raised beds are still available when you turn in your registration.

The fee is due with your completed registration and Release of Liability form. Please return the completed forms into the **Park District office only**. After turning in your forms and payment you will be assigned your plot number for the season. **If you provided an email with your registration form, notification of assigned plot number will be e-mailed to you.** Plot number markers are located in the Northwest corner (back end) of each plot. The marker is at the **back** of the plot. A diagram of the layout of the garden will be posted in the shed for your information.



## Plant-a-Row

This year we would like for everyone to consider planting an extra row of vegetables for the hungry in our community. Row markers will be available to you. When you deliver your produce to the food banks please ask for a receipt for the pounds of produce so we can log how much came from the garden. Take pictures too! Then let the Master Gardeners know by contacting the Extension Office.

## Gardening Help

The U of I Master Gardeners are available to help you with any questions or concerns you have during the season. Call the Effingham Extension office with any questions. If you are not able to reach them, please leave a message and one of the Master Gardeners will get back to you. The Master Gardeners will also hold "work days" at the garden plots throughout the season to help you also.

## Amenities

Wheelbarrows, hoses and water are all provided for your gardening needs. Please return the wheelbarrows and hoses to their proper place when you are finished so the next gardener can use them. There are four water spigots with hoses at the garden. All attempts will be made to keep these in good working condition. If you notice a problem with the equipment please notify the Effingham Park District at 217-342-4415.

A picnic table will be provided for any gardener to use. Please note that there are no restrooms available at the garden site. Please remember to use the trash can provided for any non-organic trash. The organizers of this garden count on their participants to take responsibility in keeping the garden presentable for everyone. The garden has no handicap accessibility currently available. We plan to offer this convenience in future seasons.

## Mulch and Plant Debris

There is a large pile of mulch located on the north side of the Garden. All gardeners are welcome to use this mulch on their own garden plots. Beside this mulch pile will be a place to leave your disease-free plant material. When this plant material decays it can be used as compost.

Should you remove any diseased plant material from your plot please place it in the trash can. It is important to keep the diseased plant material separate from others that will eventually be used on the garden again as compost.

## End of Season

The garden season ends on November 1<sup>st</sup>. All gardeners must have their plots cleared of all plant and non-plant material and returned to a level state by November 1<sup>st</sup>. All plant material should go to the designated pile and all non-plant material (fencing, wooden structures, stakes, etc...) needs to be completely removed from the garden area by you. All raised beds must be cleared.

## EFFINGHAM COMMUNITY GARDEN GUIDELINES

The following guidelines were established to not only keep the garden running smoothly and effectively, but to assist you in practicing healthy and environmentally sound gardening techniques. As a participant in the community garden you have agreed to abide by these guidelines or are subject to relinquish your plot. It is our hope that you enjoy this gardening season and have a bountiful harvest. Please take a moment to read these guidelines.

Failure to adhere to these guidelines will result in the following:

1. You will receive a warning letter or phone call regarding the area of concern.
  2. You will be given two weeks to correct the issue or contact the Master Gardeners
  3. After two weeks have passed your entire plot will be mowed.
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1. If you choose to use pesticides, herbicides or fertilizers please call the Extension office to make sure it is not harmful to the bees on the property. We may be able to find an organic substitute for it.
  2. Provide your own seeds and plants.
  3. Provide and store your own tools. The Park District cannot be responsible for loss of tools. Wheelbarrows, tomato cages, hoses and water will be provided.
  4. No Perennial planting is allowed.
  5. Respect your neighbor's plot by leaving a mandatory maintained edge around your garden. Leave a 1ft pathway around all sides of your plot. Keep your garden within your assigned plot area. The borders will allow access for water hoses without trampling plants as well as clear mowing edge for maintenance of the grass paths.
  6. You may erect a fence or any structure within your garden plot, but is not required. Fences must allow for the mandatory edge outside of the fence. All structures must be taken down at the end of the growing season.
  7. Thin, plastic, mesh netting will not be allowed. The light netting can be blown out of the garden area and pose a threat to local wildlife in the area. If you have questions regarding your fence please don't hesitate to ask.
  8. Immediately remove diseased plants and dispose of them in the proper waste area or the trash bins on the property.
  9. Transport disease-free plant material to the proper place on the north side of the garden. Place only biodegradable materials there.
  10. Recoil hoses neatly after use and return them to their post. Report any problems with the hoses or water to the Effingham Park District. Keep pathways free of tools and debris.
  11. Place all non-biodegradable material in the trash bins.
  12. At the end of the season all gardeners must clear their plots of all structures, fencing, stakes, strings, plant material etc.... by November 1<sup>st</sup>
  13. If you decide that you will not be able to maintain your plot the complete season, please call the Park District office or the Master Gardeners so we can mow the plot and possibly rent to another gardener. No refunds will be given.

## REGISTRATION FORM

1. Gardener Name \_\_\_\_\_
2. Gardening Partner \_\_\_\_\_
3. Gardener's Address \_\_\_\_\_  
\_\_\_\_\_
4. Gardener's Phone \_\_\_\_\_
5. Partner's Phone \_\_\_\_\_
6. Gardener's E-Mail \_\_\_\_\_
7. Partner's E-Mail \_\_\_\_\_
8. If new Gardener, would you like an experienced gardener to help you? \_\_\_\_\_
9. If you are an experienced gardener would you help a new gardener? \_\_\_\_\_
10. If you are a returning gardener would you like the same plot you had last season?  
\_\_\_\_\_ if so, what was the plot number? \_\_\_\_\_
11. All gardeners are required to share their phone numbers with garden leaders. In addition, phone numbers and e-mails are shared with all other gardeners. Do you want to share your phone and e-mail with other gardeners? Yes\_\_\_ No \_\_\_
12. Occasionally, fellow gardeners or media may want to take photos of your garden. Is this acceptable to you? Yes\_\_\_ No \_\_\_
13. Plots                      Half size \$15 x number of plots \_\_\_\_\_ Total \_\_\_\_\_  
                                    Full size \$25 x number of plots \_\_\_\_\_ Total \_\_\_\_\_  
                                    Raised Bed \$15                                      Total \_\_\_\_\_

By signing below, I agree that I have read and understand the Gardener Guidelines and plan to abide by all the rules. I understand that the U of I Master Gardeners, the Effingham Park District, the City of Effingham, the IL Farmers Union or the Passalacqua family are not responsible for my actions.

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Signature(s)

Date



## RELEASE OF LIABILITY

### READ CAREFULLY – THIS AFFECTS YOUR LEGAL RIGHTS

In exchange for participation in the activity of Effingham Community Garden organized by Effingham Park District, U of I Master Gardeners, the City of Effingham, the IL Farmers Union and the Passalacqua family, the use of the property, facilities and services of the Garden, I agree for myself and (if applicable) for the members of my family and gardening partner to the following:

1. I agree to observe and obey all posted rules and warnings, and further agree to follow any oral instructions or directions given by the Park District or organizers of the Community Garden.
2. I recognize that there are certain inherent risks associated with the above described activity and I assume full responsibility for personal injury to myself and (if applicable) my family members and gardening partner and further release and discharge the Park District, U of I Master Gardeners, City of Effingham, IL Farmers Union and the Passalacqua family for injury, loss or damage arising out of my or my family's, my gardening partner's use of or presence upon the facilities of the Community Garden, whether caused by the fault of myself, my family, my gardening partner or other third parties.
3. I agree to indemnify and defend Effingham Park District, U of I Master Gardeners, City of Effingham, IL Farmers Union, the Passalacqua family against all claims, causes of action, damages, judgments, costs or expenses, including attorney fees and other litigation costs, which may in any way arise from mine or my family, or my gardening partner's use of or presence upon the facilities of Park District.
4. I agree to pay for all damages to the facilities of the Community Garden caused by me or my family or gardening partner's negligent, reckless or willful actions.
5. Any legal or equitable claim that may arise from participation in the above shall be resolved under Illinois law.

**I HAVE READ THIS DOCUMENT AND UNDERSTAND IT. I FURTHER UNDERSTAND THAT BY SIGNING THIS RELEASE, I VOLUNTARILY SURRENDER CERTAIN LEGAL RIGHTS**

Dated: \_\_\_\_\_

Signature: \_\_\_\_\_

Print name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

In case of emergency, call \_\_\_\_\_ Phone # \_\_\_\_\_