Batavia Community Garden
Rules and Information

The Batavia Community Garden is managed by Cornell Cooperative Extension of Genesee County, with the help of the Community Garden Committee. Plots are available for rental by residents of Genesee County. As a voluntary participant, gardeners agree to comply with the following rules. We hope that the community garden will promote a positive environment for participants to work and garden together. The Community Garden is located at 12 MacArthur Drive, Batavia.

CCE CONTACT INFORMATION: 420 East Main St., Batavia. 585-343-3040 x101.
Jan Beglinger jmb374@cornell.edu; 585-343-3040 x132
Business Hours: Monday – Friday, 8:30 am – 5 pm.

NOTIFICATION OF PROBLEMS: Gardeners should notify CCE Genesee of any problems, concerns or complaints concerning the garden. Call 585-343-3040 x101. During non-business hours the designated Garden Committee Member should be contacted. (Contact will be shared when the garden opens.)

SEASON: the garden will be opened in May and closed in October of each season. Refer to the annual Garden Calendar for specific dates of operation. The Garden Calendar will be emailed out to all participating gardeners. Please plan to participate on Garden Maintenance Days. Help keep our garden looking its best!

HOURS OF OPERATION: Dawn to Dusk

NUMBER OF PLOTS PER GARDENER: New gardeners (gardeners with little or no gardening experience) shall be limited to one 4' x 4' plot rental only. New gardeners also include those members who are renting plots for the first time. They will only be able to rent one 4' x 4' plot in their first season. All plot assignments are at the discretion of CCE Genesee.

Gardeners with gardening experience shall be limited to two 4' x 4' plots or one 3' x 8' or one 4' x 8' plot (not to exceed 32 square feet).

Adaptive beds are limited to one bed per gardener if available. These taller beds are for people who have issues kneeling or bending. They are 32-inches tall, 8 x 2 feet.

One week after the garden opening date, experienced gardeners will have the opportunity to rent additional plots if available. Gardeners will be limited to renting one additional plot. Any unrented plots will become community plots or will be rented at the discretion of CCE Genesee.

FEES: Garden plot fees are based on size.

- Small plot 4' x 4' — $20.00 per season
- Medium plot 3' x 8' — $30.00 per season
- Large plot 4' x 8' — $40.00 per season
- Adaptive plot 2' x 8' ***** — $25.00 per season

*****Adaptive beds will be available first to gardeners with limited range of motion (issues kneeling, bending over, etc.) who may not otherwise be able to utilize the other garden plots.

Trough beds are designated community plots. The beds are not sufficient in depth to grow all vegetables, especially tomato plants. Anyone may harvest from a trough bed.

Plot fees include:

- Raised bed filled with growing soil mix
- Access to water source with hose, watering wand, and watering cans provided
- Use of provided hand tools
- Use of compost bin and trash can
- Use of Rotary Garden Shed and contents
- Use of the Garden Library

LAST YEAR'S GARDENERS: Gardeners who rented plot(s) last year, will be granted preference in renting plot(s) this year. At the end of the season gardeners will be contacted via email by CCE Genesee to inquire if they plan on renting a plot(s) the following season. They will be given until November 30 to submit a new application and pay plot fees.

NEW COMMUNITY GARDENERS: As of December 1st, applications from other interested residents will be accepted. Plot requests are filled according to the order in which applications (with payment) are received. Check or money order must be included with application form. Payments of cash can be made at the CCE office during business hours. If requests cannot be filled, the fee will be refunded. A waiting list will be maintained for applicants for whom no plot was available.

GARDEN PLOT(S) ASSIGNMENT: Garden plot(s) are assigned to one person only and are not transferable. The responsibility for payment of fees, clean-up and other duties at your site will be the responsibility of the individual whose name is assigned to the plot(s). The plot owner is responsible for any family members helping with their plot. They must also be informed and follow all garden rules.

PLOT(S) PLANTING: All rented plot(s) must be planted by the first Saturday in June. Plot(s) that are unplanted by the planting deadline, are assumed abandoned and will be forfeited without refund. Plot(s) not planted will be reassigned or rented at the discretion of CCE Genesee.

ABANDONED OR NEGLECTED PLOT(S):

- Community Garden Committee member(s) observes bed that has not been maintained (has weeds, overabundance of fruit not being picked, insect/disease issue not addressed, etc.) and contacts CCE Genesee. Photos may be taken and emailed to CCE Genesee.

- CCE Genesee contacts the gardener/plot renter by email (preferred) or phone (we will leave a voicemail, if possible, if no answer) or both, to notify them of

the specific issue. A date will be set for work to be done by the gardener, depending on the issue. If CCE Genesee attempts, but is unable to reach the gardener, a date will be set in the gardener's absence, and the gardener will be notified by email.

- If the gardener does not meet the agreed upon date, the gardener will receive a 5 – day notice to clean up garden or lose plot(s). In the case of disease or insect issues, the Garden Committee may have to take action sooner to keep other gardens from becoming infected.

- If the plot renter/gardener does not respond, the gardener will receive a cancellation letter, and the plot(s) will be assigned to another gardener or made into a community plot. Any plantings in the bed will be harvested. **The gardener will not be able to rent a plot the following year.**

PLOT(S) MAINTENANCE: Gardeners will maintain their plot(s) and adjacent pathways in a clean and neat fashion, promptly removing any weeds, overgrowth, fallen produce or other waste from their plot(s). **Gardeners will promptly harvest edible (ripe) plants.**

Gardeners should notify CCE Genesee or a Committee Member if they will be away more than a week or if there is an issue where they will not be able to get to the garden to maintain their plot. If you would like a committee member to water your garden while you are out of town, contact CCE Genesee. When possible, the gardener should find a family member, friend, or fellow community garden member to watch over their plot.

- **GARBAGE:** The garden is "carry in – carry out" for trash/garbage. Please take any items such as pots, trays, plastic labels, or bags home with you. Help keep the garden clean of trash.

- **COMPOST BIN:** A compost bin is provided for disposal of all organic material (weeds, vegetables past their prime, plants, and plant parts). All organic material will be taken to the City of Batavia Yard Waste Recycling Station. Yard waste must be free of trash (paper, plastic, bottles, cans, etc.), as this material cannot be processed.

- **WATER:** Water, watering cans, hoses, and watering wands are provided for your use. Use of water should be attended at all times. Water sprinklers are not permitted in the garden. After use, keep the hose neatly coiled on the hose hanger provided near the faucet. **Make sure the faucet is off before you leave the garden.** Main water spigot has a lock on it due to vandalism. **Report leaks or other water issues to CCE or a Committee Member.**

- **TOOLS:** Hand tools are available for your use. They are located on the exterior east wall of the Rotary Garden Shed. Users are **required** to wash tools off prior to returning them to the shed. Damage should be reported to the CCE Genesee office.

- **STRUCTURES/SUPPORTS/TRELLISES:** Gardeners will not plant or erect structures in their plot(s) that shade or in any way impede the growth in their neighbor's plot(s). Gardeners will remove all structures, supports or trellises before garden closes for the season. These items should be cleaned and disinfected (to prevent disease from overwintering) at the end of the season.

- **WORKDAYS:** Gardeners will participate in the spring (opening day) and the fall (closing day) garden clean-ups. Gardeners will participate to the best of their ability in the group workdays and other public service workdays. Dates will be listed on the garden calendar. Email reminders will be sent out by CCE Genesee or the Garden Committee. Workdays benefit everyone.

- **MULCH:** Mulching of beds is encouraged to reduce water evaporation and unwanted weeds. Organic material such as leaves, straw, and shredded bark may be used. Mulch is not supplied.

- **HARVESTING:** Gardeners should check their plots regularly, even daily once plants start to produce. Picking your fruits and vegetables at their peak of ripeness will give you the best quality. Vegetable quality begins to decrease rapidly thereafter. If vegetables are allowed to grow to full maturity and are not harvested, the plant will stop producing. Frequent picking is essential for prolonging the harvest. If your garden produces more than you can use, give produce to friends and family, or donate the produce. Gardeners will promptly clean up fallen, rotten or otherwise unusable produce from their plots as this can lead to disease and pest issues.

REMOVAL OF DISEASED OR INFESTED PLANTS: Prompt removal of diseased plant material will help reduce the survival of disease-causing organisms and future disease outbreaks. In some cases, only diseased leaves will need to be removed, in other cases (such as late blight on tomatoes & potatoes or downy mildew on cucumbers) the entire plant will need to be removed. We will try to inform gardeners if their bed is infected, but because timing is critical to prevent the spread of some diseases and insects it might not be possible. We may need to remove plants ASAP. Gardeners will be informed if plants had to be removed from their garden plot by email or text (text from a Committee Member). If there is an outbreak of late blight or cucumber downy mildew ALL plants in the garden will be removed as there is no viable treatment once the disease starts. An email from CCE Genesee will inform gardeners in that case.

Planting resistant varieties is the most efficient way of managing vegetable diseases. There may be an opportunity to get free disease-resistant seeds from the local Seed Library at the Richmond Library.

Gardeners are encouraged to contact the **Master Gardener Helpline** for help in identifying insect and disease issues. Helpline hours are Monday - Friday, 10 am to Noon at the CCE office. Call 585-343-3040 x127 or email *geneseemg@cornell.edu* or drop a sample off at CCE from 9 am to 4:30 pm.

COMMUNITY PLOTS: There are designated plots that have been planted for use by everyone renting beds in the Community Garden. Signs will designate such beds. Produce may be picked by all as it ripens in these beds, unless otherwise noted at the bed (i.e. asparagus, limited amount to harvest, timing, etc.). There are some beds (i.e. potato, sweet potato) where produce will be shared with the group at certain times or events, such as at our Oktoberfest event. Only take what you can use from the community plots.

CLOSING DATE DUTIES: Gardens must be cleared and cleaned at the end of the growing season. All dead plants and weeds should be removed, and the bed(s) made ready for spring planting as directed by CCE Genesee.

PADLOCK: The gates to the garden are locked with a padlock. The code will be shared with gardeners at the beginning of the season or on opening day. The code should not be shared with others. If you are going out of town and a family member or friend is going to watch your beds for you, in that case you may share the code. If the code needs to be changed during the season, CCE will send out an email. Please let a committee member or CCE know if the padlock is not working.

(If you still have a key from previous years, please drop it off at CCE Genesee with your name.)

When you leave the garden, regardless of the time of day, securely close and make sure both gates are locked.

Promptly notify CCE Genesee of any issues pertaining to the security of the garden.

BULLETIN BOARD: The bulletin board is a way for all of us to stay in touch. Please use it for any garden related purpose. Committee members may post what pests to be on the lookout for as well as chores that need to be done.

CHILDREN: Gardeners are encouraged to bring children to the garden and introduce them to the wonders of gardening. Please monitor their behavior and whereabouts. Children must be accompanied by an adult in the garden.

PROHIBITED ACTIVITIES: Gardeners that ignore prohibited activities may forfeit use of the garden permanently.

- SMOKING: Smoking, vaping, and chewing tobacco use is not allowed. Tobacco can transmit a lethal virus to tomatoes.
- DRUGS AND ALCOHOL: are not allowed. Do not come to the garden under the influence of either.
- RADIOS: Radios without ear buds or earphones are not allowed.
- ILLEGAL OR POISONOUS PLANTS: are not allowed. (For example, castor beans, invasive plants, and drug producing plants.) if you are unsure, check with CCE.

- THEFT is prohibited. Penalties include the immediate loss of your garden bed and forfeit of a refund.

- PETS: are NOT allowed. Service animals are permitted. Animal feces in the garden is a health hazard. Service animals should be cleaned up after. Waste should be taken home for disposal.

PARKING: The garden shares vehicle access with MacArthur Park and Batavia High School. Caution and respect shall be utilized by participants when entering and leaving the garden. Gardeners are not to drive or park on the grass.

GARDEN MEETINGS: The Garden Committee meets once a month (third Thursday, 9:30 am, at the CCE office unless otherwise notified). Each gardener's participation, contribution, and ideas for the garden are highly valued, and each gardener is encouraged to attend.

GARDENER'S CONTACT INFORMATION: Keep CCE Genesee advised of your current address, email address, and telephone number and notify them of any changes as they occur. CCE uses email to communicate with gardeners. Committee members may use texts or emails.

GARDENING PRACTICES:
Organic Methods Used: The Community Garden was planned and established with organic methods in mind. Organic gardening is all about how the soil is used. To promote organic gardening to the optimum level, we use raised garden beds filled with specially mixed soil. Our goal is to create and nurture healthy soil and a healthy plant environment in the garden. In a true organic garden, no herbicides, pesticides, or synthetic fertilizers are used. In a community garden setting, with many different gardeners, this is realistically not possible. With that in mind, **before using any product in the garden, the insect or disease should be identified by CCE Genesee Master Gardeners** so that an organic treatment can be recommended. Report any disease or bug infestations in your plot to a Committee Member or CCE.

IPM (Integrated Pest Management): IPM is an organized system of pest and disease control. Use the word PAMS when you work in the garden.

- **P** = Prevention – In the spring and summer, plant disease resistant varieties, water in the early morning during dry seasons, and keep the garden tidy all year long to prevent diseases and pests.

- **A** = Avoidance – Got pests? Avoid damage by using barriers like insect/bird netting over your garden bed.

- **M** = Monitoring – Keep track of pests by looking for problems each time you are in the garden.

- **S =** Suppression – Suppress weeds by pulling. Suppress pest populations early by picking or spraying.

When thinking of IPM, use the least harmful method (hand picking pests, least toxic fungicide/pesticide) first and if ineffective, use the next stronger method. Homemade pesticides are **not** to be used in the garden. Report any disease or bug infestations in your plot to a Committee Member or CCE.

Best Gardening Practices – Simplified
Engage/Encourage/Educate

These Best Practices assist the community gardener in growing healthy, high quality, disease, and pest free produce.

Prevent/Manage Insect Damage

- Rotate crops each year if possible
- Provide proper plant spacing
- Keep your garden clean – remove fallen fruit as soon as possible
- Eliminate weeds when they are small
- Scout garden frequently for signs of insect damage
- Take measures to prevent spread of insect damage

Prevent/Manage Disease

- Select disease resistant plants
- Water deeply at base of plant- not overhead (leaves)
- Allow for good air circulation between plants
- Harvest mature vegetables – frequently
- Conserve moisture with mulch to avoid plant stress
- Remove diseased plants, rotten fruit promptly
- Scout garden frequently for signs of disease
- Take measures to prevent spread of diseases

Provide Strong Vegetable Supports

- Keep vegetables and foliage off the ground
- Supports encourage heavier crops
- Provides plants with access to more sunlight
- Makes crops easier to see and pick
- Allows more air to circulate in garden

Remember: in a Community Garden setting, what happens in one garden bed may affect what happens in neighboring garden beds.

LEGAL: All gardeners shall submit and have on file with CCE Genesee, a signed application, rules agreement and signed release and indemnification form prior to participation in the Community Garden.

COMMUNITY GARDEN COMMITTEE OVERSIGHT: CCE Genesee and the Community Garden Committee reserve the right to modify, change, or alter the above rules and regulations in the best interest of the community. All gardeners will be notified of changes as they occur. CCE Genesee has final judgement on any and all garden related issues.

Revised October 29, 2026, JMB