

**2024**  
**OAKLAND PARKS, RECREATION & YOUTH DEVELOPMENT (OPRYD)**  
**COMMUNITY GARDENING PROGRAM**  
**RULES & REGULATIONS**

**1. Termination & Reassignment of Plot**

OPRYD will cancel your membership and re-assign the plot if you, or your plot, is in violation of the regulations outlined below for more than 30 days. Once staff becomes aware of the violation, you will be contacted and given 14 days within which to correct the violation. Once 14 days in violation has passed, you have effectively forfeited your agreement and the plot will be reassigned to a waitlisted gardener. We maintain an extensive waitlist for plots and will do our best to make sure the plots are actively used.

**2. Garden Service Hours**

Gardeners must commit a minimum of 30 hours per calendar year; or 2.5 hours per month towards maintaining the community garden's common areas and pathways. This may include, but not limited to: pulling weeds in the main pathways, cleaning up common spaces, and organizing the toolbox. These simple tasks help keep the gardens maintained and beautiful for all to enjoy. Please make the garden flourish and do more than just this minimum.

**3. Garden Workdays**

Gardeners must attend garden workdays, following the direction of the Volunteer Site Coordinator(s), who are the individuals appointed by OPRYD to represent the best interests of each individual garden. (You will be provided information about your site coordinator(s) and the job needs at your specific garden.) If you absolutely cannot make a garden workday or meeting arranged by your site coordinator(s), you must communicate with them directly to arrange a work schedule that benefits the garden outside of your individual plot. It is not the responsibility of the volunteer garden coordinator(s) and/or the OPRYD Community Garden Coordinator to remind you of the garden workdays/work parties.

**4. Forfeiting/Reassignment of plot**

In the event that you will be absent or unable to tend to your plot for a period of time, you must notify the Volunteer Site Coordinator(s), 30 days prior to your absence. Additionally, you must have someone provide maintenance for your plot in your absence and notify the Volunteer Site Coordinator(s). Please note that garden plots cannot be passed on to family members, friends, housemates, or anyone of your choosing once you have finished using it. The next person on the Community Garden Plot waiting list at your garden will always be offered the vacated plot first.

**5. Plot Assignment**

Each household is allowed one plot. Each gardener is allowed one plot. Therefore, no one household or one gardener may have more than 1 plot. If the space proves too large to handle, the OPRYD Community Gardening Coordinator can divide the area to accommodate an

additional waitlisted gardener. No gardener or household can have a space in more than one garden. Additionally, any modification of the plot must be pre-approved by the OPRYD Community Gardening Coordinator.

## **6. Garden Maintenance**

Gardeners must take care of your garden plot, including all the adjacent pathway space around it. Letting weeds grow untouched and then go to seed in the garden is not an option and will result in plot termination. As a plot renter, you may not prune any trees and/or bushes without the training/authorization from the OPRYD Community Garden Coordinator. Many “winter crop” vegetables thrive in Oakland’s climate from October through April. Garden maintenance is therefore a year-round requirement and plots should be replanted with a winter or cover crop, amended with compost, or covered with mulch by November 15<sup>th</sup>. Lastly, due to the sensitivity of old irrigation pipes running throughout our parks –*use of stakes is not permitted below ground level.*

## **7. Cultivation of Plots**

Gardeners must be involved in the hands-on vegetable cultivation of their patches; family and friends are welcome to share in the responsibility however, anyone participating must fill out a participant waiver. The site coordinator can provide the waiver. Potted plants, pieces of furniture, oversized rocks, and other large objects are prohibited inside garden plots. No trees or shrubs are authorized to be planted in leased plot, no exceptions.

## **8. Practice Safety First**

Please lock the gate when leaving your garden by conjoining the combo lock to the city padlock in order for City Maintenance staff may enter when irrigation, fencing, or other repairs are needed. Each participant, once registered, will receive the combination to their respective garden/shed. Equally important, please be sure to lock the toolbox or tool shed. All tools should be used cautiously and cleaned after usage. Do not share gate/shed combinations with any non-garden participant, even those that may be coming to help you. When something needs to be replaced or repaired, please contact the OPRYD Community Gardening Program Coordinator, and consider volunteering to help. You are not allowed to consume any substances that alter cognitive abilities at garden sites. Per Oakland Parks policy: no dogs, no growing of cannabis (marijuana) or jimson weed (aka “locoweed”), Atropa belladonna (aka “Deadly Nightshade”), no use of power tools without pre-authorization, no open flame cooking or BBQ-ing, nor burning of weeds are permitted in the community gardens. Further, the use of plastic groundcovers, plywood, or painted or treated lumber is not permitted.

## **9. No Consumption of Controlled Substances on Garden Premises**

Gardeners are not allowed to consume any substances that alter cognitive abilities at garden sites in accordance with [City of Oakland Ordinance 9.08.180](#). Consuming any controlled substances while in the gardens will result in a warning and if it occurs again, the immediate termination of your contract.

## **10. Dogs Are Not Allowed in the Garden.**

Animal waste contains parasitic pathogens that are harmful to human health. However, in compliance with the [City of Oakland Ordinance 6.04.080](#) the policy will not apply to service animals trained to do the work or perform tasks for a person with a disability. A service animal must be under the control of its handler. Under the ADA, Service animals must be harnessed, leashed, or tethered, unless the individual's disability prevents using these devices or these devices interfere with the service animal's safe, effective performance of tasks. Dogs whose sole function is to provide comfort or emotional support do not qualify as service animals under the ADA. ([https://www.ada.gov/service\\_animals\\_2010.htm](https://www.ada.gov/service_animals_2010.htm))

#### **11. Closely Supervise Children**

Please supervise all children closely and confirm that we have a waiver form signed by their parents/guardian. The adult present is the responsible for their safety. Demonstrate tool safety and give each child adequate space and instruction when they use garden tools. Make sure they are respecting the space around them and are responsibly using all materials/resources, this includes water. Playing with water via the hose is prohibited as California is experiencing a drought.

#### **12. Organic = Composting**

In accordance with [City of Oakland Ordinance 18.04.020](#) no artificial fertilizers or chemical insecticides/pesticides, herbicides, or fungicides of any kind may be used on your soil. Feed your soil at least quarterly with organic compost and monitor how much you water and when. Each garden member is responsible for the maintenance of the compost area. Please consult the Community Gardening Program Coordinator for more information on composting, or visit the following website to learn more:

[http://acmg.ucdavis.edu/Growing\\_Your\\_Own\\_Food/Improve\\_Your\\_Soil\\_With\\_Compost/?close=yes](http://acmg.ucdavis.edu/Growing_Your_Own_Food/Improve_Your_Soil_With_Compost/?close=yes)

#### **13. Respect Your Neighbors**

Members agree to respect other gardeners' efforts and not trespass onto their plots. Do not harvest or water other plots unless you have been asked to do so by another gardener.

#### **14. Follow Harvest Guidelines**

Should you have too much produce, please share the harvest with a neighbor, friend, or call Oakland Potluck at 510-272-0414. Letting it go to waste is not an option. The sale of produce grown on public property for personal gain is prohibited by law.

#### **15. Annual Dues (Calendar Year)**

For new memberships, if OPRYD has not received your membership fee by March 31st, your garden plot will be reassigned to the next person on the waiting list. Preference will always be given to Oakland residents on the waiting list. Membership cost is a non-refundable annual fee of \$60.00. Non-residents of the city of Oakland must pay an additional non-refundable fee of \$10.00. Renewals are due by February 29<sup>th</sup> 2024. On March 1st, a \$10.00 per month late fee will be added to the membership fee. If fees are not paid by March 31<sup>st</sup> the plot will be reassigned.

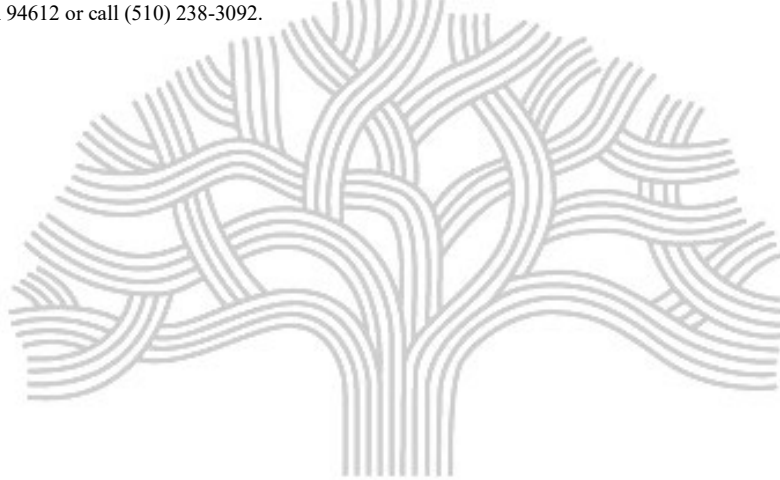
## **16. OPRYD Code of Conduct**

Gardeners will be held accountable for being in compliance with the OPRYD Code of Conduct. In the event of termination of membership gardeners will have the right to appeal according to department policy.

Contact Us: OPRYD Community Gardening Program is committed to providing the best service possible.

If you have suggestions or questions, e-mail: [Oaklandparks.communitygardens@gmail.com](mailto:Oaklandparks.communitygardens@gmail.com) or call us at 510-238-2197.

Oakland Parks, Recreation & Youth Development (OPRYD) welcomes individuals with disabilities into its programs. Please direct all inquiries concerning program and disability accommodation to the OPRYD Inclusive Recreation Coordinator at (510) 597-5064 or [bposada@oaklandca.gov](mailto:bposada@oaklandca.gov). TDD callers please dial (510) 615-5883. TITLE VI COMPLIANCE AGAINST DISCRIMINATION 43 CFR 17.6 (B): Federal and City of Oakland regulations strictly prohibit unlawful discrimination on the basis of race, color, gender, national origin, age, disability, sexuality and orientation or AIDS & ARC. Auxiliary aids and services may be provided upon request. Contact the Director of Office of Parks & Recreation at 250 Frank Ogawa Plaza, 3<sup>rd</sup> Fl. Oakland, CA 94612 or call (510) 238-3092.



CITY OF OAKLAND  
OFFICE OF PARKS AND RECREATION