



City of Carson

Report to Mayor and City Council

June 7, 2011
New Business Consent

SUBJECT: CONSIDER APPROVING RULES AND BYLAWS FOR AN ORGANIC COMMUNITY GARDEN ASSOCIATION IN THE CITY OF CARSON


Submitted by Raymond R. Cruz
Public Services General Manager


Approved by Clifford W. Graves
Interim City Manager

I. SUMMARY

Last year, the city received a request from a resident for the city to consider the feasibility of creating an organic community garden (Exhibit No. 1). The Parks and Recreation Commission was charged with researching this matter. After more than a year of discussion and planning, the Parks and Recreation Commission concluded that this program can be realized in Carson and developed rules and bylaws that will govern the garden's operations. Tonight the Commission is presenting for the City Council's consideration these rules and bylaws (Exhibit Nos. 2 and 3).

II. RECOMMENDATION

TAKE the following actions:

1. APPROVE the City of Carson Organic Community Garden Association Rules.
2. APPROVE the City of Carson Organic Community Garden Association Bylaws.

III. ALTERNATIVES

1. REFER this matter back to the Parks and Recreation Commission for further discussion and to return to the City Council with an alternative recommendation.
2. TAKE another action the City Council deems appropriate.

IV. BACKGROUND

Last year, Carson resident, Shelly Green, asked the city to consider the feasibility of establishing an organic community garden. In an effort to determine if this suggestion can be undertaken, the Parks and Recreation Commission established an *Ad Hoc* Carson Organic Community Garden Committee at its regular February meeting (Exhibit No. 4). This group was comprised of three Parks and Recreation Commissioners, community gardeners as well as horticulture experts from California State University, Dominguez Hills.

The *ad hoc* committee met to discuss the feasibility of this program and determined that it is possible to create an organic community garden in the city. The ad hoc committee then worked to develop the rules and bylaws that will govern its operation.

The Organic Community Garden Association will be comprised of a Board of Directors with five officers: President, Vice-President, Secretary, Treasurer, and Member-at-Large. All remaining gardeners will be Members of the association. Serving on the board is voluntary; no compensation will be provided by the city. The program is open to Carson residents only who will be charged a \$25 annual registration fee and an additional \$25 to garden his designated plot per growing season (winter, spring, summer or fall). Staff is also looking into grant opportunities to support the garden. One of these is a \$10,000.00 community improvement grant sponsored by Keep America Beautiful, Inc./UPS.

Despite the diligence of the *Ad Hoc* Committee and the Commission, a site for constructing the garden could not be found. Staff will continue to work with the Commission to locate an appropriate site for the garden. Once a location has been determined, staff will promptly notify the City Council.

V. FISCAL IMPACT

None at this time.

VI. EXHIBITS

1. Letter dated October 26, 2009 from Shelly Green. (pg. 4)
2. City of Carson Organic Community Garden Association Rules. (pgs. 5-10)
3. City of Carson Organic Community Garden Association Bylaws. (pgs. 11-14)
4. Parks and Recreation Commission Minutes, February 25, 2010, Item No. 1. (pg. 15)

Prepared by: Cedric Hicks, Parks & Recreation Superintendent

TO:Rev032811

Reviewed by:

City Clerk	City Treasurer
Administrative Services	Development Services
Economic Development Services	Public Services

Action taken by City Council	
Date _____	Action _____

Shelly R Green

Carson, Calif.
Oct 26 2000

Jim Dear, Mayor
701 East Carson St.
Carson, CA. 90745

In the City of Carson, can we have
an organic garden like the White House?
Anyone can learn how plants and vegetables
grow. And the flower pass out to senior 60+
and give or sell vegetable
We have lots of vacant lots in the city.

From:

Shelly Green



Carson Organic Community Garden Association Rules

1. Each gardener is responsible for the maintenance and upkeep of their garden plot. Watering, weeding, harvesting, and any other garden related maintenance are all the responsibility of the gardener. Gardeners may arrange for other gardeners to water their plots.
2. Tools will be made available for use during the regularly scheduled work time each week. A limited number of tools, hoses, and watering equipment will be available in the community garden storage bin for use during non-scheduled work times. Regularly scheduled work times will be posted on the garden bulletin board.
3. Each gardener will be given one key to the garden and the storage bin for access to tools and watering equipment. Gardeners are responsible for bringing that key each time they work in the garden. Keep garden gate and storage bin locked at all times and return all tools.
4. Garden plots should be cared for at least once a week. It is the gardener's responsibility to notify the coordinator if he or she is not able to care for their plot in any given week. If any plot remains unattended for more than three weeks that plot is subject to reassignment.
5. The application of herbicides (weed killers) to the garden plots is prohibited. (A list of herbicides will be provided.)
6. Plot fees are due in full before each garden season begins.
7. Each gardener must complete a Hold Harmless Agreement form before any work in the garden can begin.
8. The Organic Community Garden Committee is responsible for ensuring that the rules are followed at all times. The committee is made up of Volunteer Association members who are elected each year at the spring meeting.
9. At the end of the growing season, gardeners are responsible for clearing their plot of all plant material and leaving the plot free of plant material.
10. Children are welcome in the garden but must be accompanied by an adult and must be supervised at all times.
11. Gardeners may harvest fruits, vegetables, and flowers from their garden only.

Participant Acknowledgement / Agreement Signature

I have read and agree to abide by the attached Carson Organic Community Garden Association Rules. I understand that failure to abide by these rules will result in forfeiture of my gardening privileges.

I understand that neither the Carson Organic Community Garden Association nor the City of Carson is responsible for my actions. I therefore agree to hold them harmless for any liability, damage, loss, or claim that occurs in connection with use of the garden by me or any of my guests.

Signature: _____

Print Name: _____

Date: _____



Organic Pesticides

Are you interested in "Do it yourself" pest control? Here are some homemade natural pesticide, insecticide, insect repellent, organic pesticide, biocide and fungicide recipes. Organic pest control and pest management techniques are covered, along with several ways to kill powdery mildew on plants.

Repel everything from insects to rabbits, kill mold, fungus or mildew, and exterminate pests... all with natural or organic pesticide alternatives to chemical pesticides.

Garlic for organic gardening pest control, natural pesticide and insect repellent

Garlic pesticide spray

Soak 3 to 4 ounces of chopped garlic bulbs in 2 tablespoons of mineral oil for one day. Dissolve 1 tsp of fish emulsion in a pint of water and add it to your solution. Stir. Strain liquid and store in a glass container - not metal! Dilute 1 part solution to every 20 parts of water. Kills aphids, mosquitoes, and onion flies.

Garlic pest control and insect repellent

1. If you plant garlic with tomatoes, it will keep away red spider mites.
2. If you plant garlic around fruit trees, it will repel borers.
3. Spray garlic pesticide on sweet potatoes to repel rabbits.
4. Spray ponds with garlic-based oil to kill mosquitoes.

An insect repellent spray made of tomato leaves

Add four or five pints of water and 1 tablespoon of cornstarch to tomato leaves crushed in your vegetable juicer. Strain it. Keep the unused spray refrigerated. Works good on roses too.

Popular Botanical Pesticides

- Neem
- Rotenone
- Pyrethrin
- Sabadilla



Control Gardening Pest with Insecticidal Soap

Has value against flea beetles, aphids, mealybugs, spider mites, thrips, and whiteflies, sometimes caterpillars and leafhoppers. Combined with Rotenone, it is more effective. Insecticidal soap works only on direct contact; spray it right on the target. Combined with horticultural or botanical oils, insecticidal soap manages powdery mildew.

Onion and Mint as bug repellant

Onion and mint are natural flea-beetle repellants.

Pyola™ most likely contains GMO canola oil

A natural insecticide product, Pyola™ combines canola oil with pyrethrins. It's effective on beetles, squash bugs, and aphids. Most USA canola oil comes from genetically engineered canola, so organic vegetable growers should check before using.

Use caution with broad spectrum pesticides

As much as possible, target pests directly to avoid killing beneficial insects.

Milk as a fungicide?

An article in New Scientist (10/16/99) related that spraying diluted milk on cucumbers and zucchini killed powdery mildew.

Boric Acid: Natural Insecticide, Biocide, Fungicide to Control Gardening Pest

Kills ants, roaches, fleas, ticks, grasshoppers, termites and more! *A biocide/fungicide, it kills mold and fungus (also stops body fungus diseases.)* Read about its many uses.



COMPANION PLANTING CHART FOR HOME & MARKET GARDENING

CROP:	COMPANIONS:	INCOMPATIBLE:
Asparagus	Tomato, Parsley, Basil	
Beans	Most Vegetables & Herbs	Onion, Garlic, Gladiolus
Beans, Bush	Irish Potato, Cucumber, Corn, Strawberry, Celery, Summer Savory	Onion
Beans, Pole	Corn, Summer Savory, Radish	Onion, Beets, Kohlrabi, Sunflower
Beets	Cabbage & Onion Families, Lettuce	Pole Beans
Cabbage Family	Aromatic Herbs, Celery, Beets, Onion Family, Chamomile, Spinach, Chard	Dill, Strawberries, Pole Beans, Tomato
Carrots	English Pea, Lettuce, Rosemary Onion Family, Sage, Tomato	Dill
Celery	Onion & Cabbage Families, Tomato, Bush Beans, Nasturtium	
Corn	Irish Potato, Beans, English Pea, Pumpkin, Cucumber, Squash	Tomato
Cucumber	Beans, Corn, English Pea, Sunflowers, Radish	Irish Potato, Aromatic Herbs
Eggplant	Beans, Marigold	
Lettuce	Carrot, Radish, Strawberry, Cucumber	
Onion Family	Beets, Carrot, Lettuce, Cabbage Family, Summer Savory	Beans, English Peas
Parsley	Tomato, Asparagus	
Pea, English	Carrots, Radish, Turnip, Cucumber, Corn, Beans	Onion Family, Gladiolus, Irish Potato
Potato, Irish	Beans, Corn, Cabbage Family, Marigolds, Horseradish	Pumpkin, Squash, Tomato, Cucumber, Sunflower
Pumpkins	Corn, Marigold	Irish Potato
Radish	English Pea, Nasturtium, Lettuce, Cucumber	Hyssop
Spinach	Strawberry, Faba Bean	
Squash	Nasturtium, Corn, Marigold	Irish Potato
Tomato	Onion Family, Nasturtium, Marigold, Asparagus, Carrot, Parsley, Cucumber	Irish Potato, Fennel, Cabbage Family



9 - 2"x8"x8'	2 - 2"x6"x8' (optional for bench)
1 - 4"x4"x8'	1 - 2"x6"x10' (optional for bench)

4) Purchase Supplies

For a standard (4"Wx8'Lx24"H) bed the cost for materials is approximately:

Untreated wood	\$90	(\$105 with bench)
ACQ treated wood	\$105	(\$130 with bench)
Cedar or composite	\$155	(\$195 with bench)

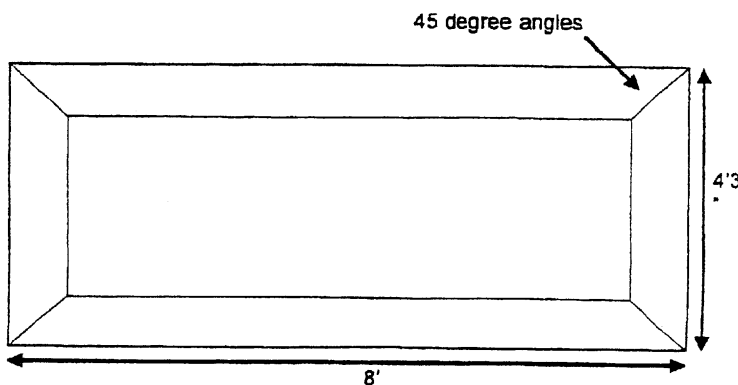
5) Cut Lumber

You need to prepare the lumber before building the bed. This involves cutting the lumber to size and pre-drilling holes for the screws (this step is not necessary, but will make ratcheting much easier and prevent gaps from forming.)

You have 9- 2"x8"x8' pieces of lumber. 6 of those will be for the 8' long sides of the bed and do not require any cuts. However, 3 of them will need to be cut in half so that you end up with 6- 2"x8"x4' lengths (short ends of the bed). Now we have 8' long sides (6) and 4' short ends (6).

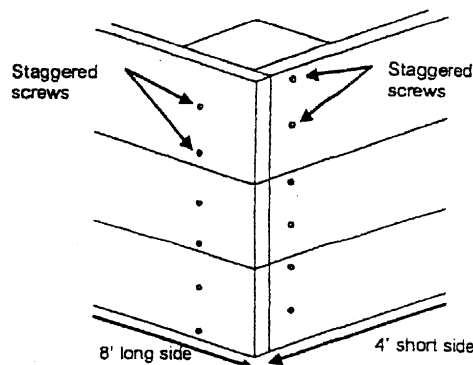
Next, cut the 4"x4"x8' lumber into 22.5" sections [IMPORTANT: 2"x8" lumber is actually slightly smaller than these measurements. When we stack 3 boards high, we expect it to measure 24". However, each board is actually 7.5" high. So when we stack 3 boards high, we actually have a bed height of 22.5".] You will end up with 4 posts each 22.5" high and a little bit of scrap wood.

(Optional Bench) First cut the 2"x6"x10' board into 4'3" sections, you will end up with 2 short end bench pieces. [IMPORTANT: the 8' long side boards will overlap the 4' short end boards, making the short end slightly wider than 4'. So bench pieces will need to be slightly wider (4'3") to fit the shape of the bed. See the corner diagram below.] The 2"x6"x8' lumber will remain this length. Now cut 45 degree angles in the 8' and 4'3" bench pieces so that they fit together as shown above.



6) Drill holes

The screws will be ratcheted through the 2"x8" sides into the 4"x4" post. To make this easier, pre-drill the holes in the 2"x8" sides slightly bigger than the screw. But do not pre-drill the 4"x4". This will prevent gaps from forming between the 2 wood surfaces. [NOTE: the posts will have screws coming in from 2 sides, and it is important that they don't hit each other. To avoid this, holes on the 8' long sides should be slightly lower than holes on the 4' short sides. See diagram on page 3.]



Carson Organic Community Garden Association

BYLAWS

ARTICLE I: PURPOSE

The purpose of this Association is to promote gardening at a community level, to allow a sharing of common interest, and to provide an opportunity for enjoyable recreation and fellowship.

ARTICLE II: NAME AND LOCATION

The name of this Association shall be the Carson Organic Community Garden, ("the Association") and is a private non-profit organization. The location of the Association's activities will be on land leased from the _____. The mailing address of the Association will be: TBA

ARTICLE III: CONSTITUENCY OF THE ASSOCIATION

The constituency of the Association shall be known as Members and shall be restricted to residents of the City of Carson. Voting on Association business will be limited to one vote per plot. If a member dies, the spouse/significant or designee at the same address may assume the plot as a member in their own right.

A member in good standing who voluntarily gives up his/her membership and leaves the plot in compliance with the Rules and Regulations may reapply for membership at any time.

A member, who loses his/her membership due to five Correction Notices, may be added to the waiting list after fulfilling a one year suspension period. However, if the same member loses his/her membership a second time upon receiving three Correction Notices, the subsequent loss of membership will be permanent.

If a member loses his/her membership for drinking alcohol anywhere on the site, stealing in any manner, verbal or physical abuse, the loss of membership is permanent.

ARTICLE IV: OFFICERS

The officers of this Association shall be the President, Vice President, Secretary, Treasurer, and a Member-at-large. A Board of Directors shall consist of the officers and a Member-at-large, who must all be members in good standing of the Association. A member in good standing is a member who has:

- Attended a minimum of three consecutive Association meetings before they are considered for an Executive office.
- Paid current dues
- Performed at least four hours of community service
- Had no more than one Correction Notice within a 12-month period
- Completed a confidentiality statement

A Member having two unexcused absences from any Board of Directors meeting will be removed from the Board and replaced.



Any officer or board member may be removed for cause, misconduct and/or failure to fulfill the duties and obligation of their position and/or inability or incapacity to serve. Such removal shall be done at a meeting of the Board of Directors and through a motion by any officer/member. Such proposed removal shall be voted upon and the officer and/or member are so removed by a majority vote. Immediately, a written notice of removal shall be sent by certified U.S. Mail.

All officers/members have the option to not pay dues for the year in which they serve. If they choose to pay dues for that year, it is considered a donation to the Association.

Any employee of the City of Carson may attend Board of Directors meeting, but without a voting right.

The **President** shall be the chief executive of the Association. The President will preside at all meetings of the Board of Directors and is charged with the general supervision of all its functions and shall be an ex-officio member of all committees except the Nomination Committee. If there is a vacancy in any office, the President shall have the duty of filling such vacancy from the general membership. At the end of the term, the President automatically serves on the Board of Directors for a period of one year.

The **Vice President** shall perform the duties of the President in the absence of the President or by reason of the President's inability to act. The Vice President shall automatically assume the office of the President if that office becomes vacant during the term of its serving. Additionally, the Vice President shall supervise the roll of members and the assignment of plots.

The **Secretary** shall keep the minutes of all Board of Directors and general membership meetings. In addition, the Secretary shall be responsible for the maintenance of the official files of the Association, with the exception of the financial records.

The **Treasurer** shall have the care and custody of all funds and shall deposit the same in the name of the Association in such bank as meets the approval of the Board of Directors. The President shall sign all checks drawn against the account and the Treasurer of the Association or in the absence of one of these officers, the Secretary shall be the 3rd second signatory. The Treasurer shall render an accurate report of all receipts and expenditures at meetings of the Board of Directors and the membership.

The **Member-at-large** shall assist the Officers of the Association in the conduct of the Association business. The President may delegate a member to serve as chairperson of any special committees as may be deemed necessary in the interest of the Association affairs. Additionally, board members shall form a Nominating Committee and recruit two additional members at large to be part of the Nominating Committee.

ARTICLE V: MEETINGS

A quorum of voting members of the Board of Directors shall be necessary to conduct the business of the Association. All meetings shall be called by the President, with the exception of the Annual General Meeting, which will be held on a Saturday in June.



ARTICLE VI: ELECTION

Officers and Directors shall be elected to serve terms of one year term from July 1 to June 30 or until their successors take office. The Nominating Committee will present a slate of candidates for elective office at the Annual General Meeting. Officers and Directors shall be elected by secret ballot. In any nomination from the floor, the nominee must be present to accept or decline.

ARTICLE VII: FINANCES

The financial records of the Association shall be available for review by the Recreation Superintendant of Carson on demand. In the event of the dissolution of the Association, any assets of the Association shall be deposited in the Recreation Fund of the City of Carson.

Membership dues shall become due and payable on becoming a member and shall be renewable by midnight, June 30 for each succeeding year, **there is no grace period**. The rental period of a plot cannot be more the one-year or four seasons.

Plot dues per individual or organization is \$25 per growing season and registration fee of \$25 will be assessed annually or as otherwise determined by the Board of Directors. Each individual or organization can only have one plot.

The size of the plot will be determined once the property has been identified. The ideal location is one acre of land divided by 25-30 Carson residents.

ARTICLE VIII: AMENDMENTS AND PROCEDURES

Proposed amendments to the bylaws shall be posted at the Community Garden site at least 14 days prior to voting thereon. Such proposed amendments may then be adopted by a majority vote of the Association members present at the Annual General Meeting or at any general meeting called by the President.

Robert's Rules of Order, Revised, shall be the guide for any questions not provided for in these Bylaws.

Created May 2010, revised June 2010, July 2010



Carson Organic Community Garden

PLOT APPLICATION

Date Submitted: ____/____/20____

Applicant Name: _____

Address: _____
(Street)

(City) (Zip Code)

Telephone Number: (____) _____ Message Number: (____) _____

E-mail: _____

Plot Requested: _____

Office use only

Approved: _____ Denied: _____

Period of Use: ____/____/20____ to ____/____/20____
(Start date) (Ending date)

Total Fees Received: \$ _____

Receipt Number: _____ Date: ____/____/20____



EXCERPT OF THE MINUTES
Parks and Recreation Commission
Regular Meeting
Thursday, February 25, 2010

1. Item No. 10-02: Establish Organic Community Garden Ad-Hoc Committee

RECOMMENDATION: The commission discuss the feasibility of a Community Garden and select four Commissioners to establish an Organic Community Garden Ad-Hoc Committee.

ACTION: The following Commissioners volunteered to serve on the ad-hoc committee: Clete Reed, Alene Harris and Walter Gonzalez with Commissioner Guray, Jr. as alternate.