

# MESA URBAN GARDEN RULES & PROCEDURES

**Welcome to Mesa Urban Garden!** Mesa Urban Garden (MUG) is a shared space designed to be a beautiful, safe, and welcoming environment for gardeners, neighbors, and the public. Operated by the Mesa Urban Garden Board, the garden is maintained by volunteers and members using sustainable, organic practices.

To help keep the garden thriving and respectful for all, we ask every gardener to read, understand, and follow the rules below.

If you have any questions about these guidelines or your garden bed, feel free to contact:

- **David Crummey** – 602-370-4459
- **Laurie Blitz** – 480-202-3022

## APPLICATION AND PAYMENT OF FEES

1. To lease a garden bed, pick up an application and fill out the forms at the garden at 212 E 1st Avenue. Call Laurie at 480-202-3022 to make arrangements to meet.
2. Garden beds are assigned on a first-come, first-served basis. If no beds are available, your name will be added to a waiting list by the Mesa Urban Garden Committee.
3. Waiting list participants will be contacted by phone when a bed becomes available. You'll have one (1) week to respond and pay to reserve your spot. If not, the next person on the list will be contacted.
4. If beds are available and there is no waiting list, current gardeners may be offered additional beds.
5. Once contacted, participants must pay the annual fee based on bed size. Beds are only considered leased once payment is received and the application and liability waiver are signed.
6. Annual fees are due between January and March unless other arrangements are made. Failure to pay the annual fee will result in the garden bed being leased to another participant. Returned checks may incur a fee.
7. Leases begin from the date of payment (if paid between January–March) and last one full year.
8. A **one-time setup fee** is due during your first year only. This fee is waived if you renew it in consecutive years.
9. Please notify Mesa Urban Garden of any changes to your contact info (address, phone, or email).
10. Preferred payment is by check or cash. You can also pay online via PayPal (and their online credit card option) at our website rental page, <https://mesaurbangarden.org/rent-a-bed>. We do not accept Venmo or Zelle.

# CONDITIONS OF USE

## Eligibility

1. Participants must be Valley residents and at least 18 years old.

## Garden Beds

1. Beds are rented yearly, with fees based on bed size. See the [Bed Rental & Rates](#) form for details of current pricing and what's included in your rental.
2. Fees are due January through March of each year unless otherwise agreed upon by Mesa Urban Garden. Garden Bed terms are pro-rated 50% after June.
3. Beds may not be sublet or reassigned without approval.
4. Garden beds may not be used for commercial sales or commercial food use/resale unless a special agreement is approved by the Mesa Urban Garden Committee.
5. Gardeners are responsible for seeds, fertilizer, and tools, unless otherwise arranged. Keep your bed clear of weeds and debris. Weeds over one foot tall or those with seed heads (e.g., Bermuda grass, spurge, cheeseweed) must be removed.
6. Plants must be maintained so they don't extend into walkways or neighboring beds.
7. All weeds and plant trimmings from your bed must be removed at least once a month. Place them in the green barrels—**not** in other beds or garden spaces. Some plant trimmings may be placed in designated compost areas with permission. Dumping debris anywhere else in the garden is not allowed.
8. Participants who neglect their garden beds will be notified by text of their failure to perform the mandatory gardening tasks. Neglected beds will be inspected monthly. After three violation notices (via text), your agreement may be terminated without a refund.
9. Mesa Urban Garden reserves the right to access garden beds at any time to ensure compliance or address safety concerns.
10. Participants will not be allowed to build any structures within their beds, unless otherwise approved by the Mesa Urban Garden Committee.
11. Participants may not attach any structures to the planting boxes without permission or preapproval.
12. Tree planting is not permitted in garden beds.
13. Trellises or tall plants should not block sunlight from neighboring beds. Structures must not exceed 6 feet.
14. Power tools and gas equipment are not allowed unless pre-approved.
15. During the growing season, participants should expect tend your bed at least once every 7–10 days.

## Liability

1. Mesa Urban Garden is not responsible for injuries, theft, or property loss belonging to participants or their guests, before, during or after their use of the garden.
2. You must sign the *Waiver of Liability* form with your application and payment fee.
3. Children under 14 must be supervised at all times.

## Gardening Hours

1. Participants may garden at their own convenience anytime during sunrise to sunset. No gardening shall be conducted during nighttime hours. Participants may garden any day of the week, seven days of the week, unless otherwise notified by Mesa Urban Garden due to maintenance or future construction activities.

## Pets

1. Pets or other animals are not allowed in the garden, except trained service animals for those with disabilities.

## Pesticides/Chemicals/Traps

1. Mesa Urban Garden practices sustainable and organic gardening principles.
2. All chemical pesticides such as herbicides and insecticides are prohibited in the garden. Mesa Urban Garden will provide you with supplemental organic methods to manage pests and help your garden thrive.
3. Gophers or any other animals may not be poisoned. Humane traps may be used with permission.

## Water and Irrigation

1. Mesa Urban Garden furnishes municipal water for the garden beds. Your water costs are included in your yearly rental fee.
2. Each bed is connected to irrigation, including a shut-off valve, a battery-operated irrigation timer and a drip irrigation system. Mesa Urban Garden will provide participants with a recommended irrigation schedule.
3. No participants are permitted to relocate, alter or tap into the irrigation system without approval.
4. Water hoses are available throughout the garden. Use care to avoid damaging plants when watering. When finished, turn off the water and neatly coil the hose or return it to its designated area.
5. Participants are not allowed to supplement watering by adding timers to communal hose bibs, as all participants share these points of access.
6. Participants are encouraged to use water wisely. Take steps to ensure that water use is not excessive and does not interfere with adjacent beds or common areas. Report leaks or issues immediately. If severe, call City of Mesa Water at 480-644-2263 (24/7).
7. Participants should not water other garden beds not assigned to them unless otherwise approved by garden bed renter in need of assistance.

## Trash

1. Trash bins are for garden use only—**do not** dispose of outside or household trash. Please take out whatever you bring in, such as bags, food wrappers, or packaging. Use the appropriate barrels: **blue** for recyclables, **green** for plant waste, and **black** for general trash.

## Restrooms/Smoking

1. Restrooms are not provided in the community garden. Urinating or defecating in the garden is prohibited.
2. Smoking is not allowed in the community garden. Tobacco can carry a plant disease that can impact tomatoes, peppers and other crops.

## Guests

1. You're responsible for your guests and their behavior. All garden rules apply to them.

## Entry/Exit Gates

1. After signing your rental agreement, you'll receive the gate and shed access codes. It is important that the garden be locked when no one is present.
2. **The last gardener out must ensure that all sheds and gates are locked!** Check to make sure no one else is present when you leave, or you might lock them in.
3. It is extremely important to keep the combination lock number confidential and safe.

## **Vandalism/Theft**

1. It is recommended that gardeners remove valuables and lock vehicles while at Mesa Urban Garden.
2. Vandalism or theft by participants will result in lease termination and may involve law enforcement.
3. If you experience vandalism or theft, please report it promptly by calling the non-emergency police line at 480-644-2211, and then notify a Mesa Urban Garden representative.

## **Termination procedures**

In the event a participant has failed to follow the Mesa Urban Garden Rules & Procedures, the rental agreement will be terminated. The process of terminating a rental agreement is as follows:

1. You will be notified via email/text of any rule violations.
2. You'll have two weeks to correct or resolve the issue.
3. A second notice will be mailed if the issue is unresolved.
4. Continued non-compliance will result in termination via email/text, and your bed will be reassigned.
5. No refunds will be issued to rental participants after termination.

## **Acknowledgement of Rules and Procedures**

**\*\* By signing the bed rental/bed usage agreement you acknowledge your review and agree to follow these rules and procedures. Thank you. \*\***

***NOTE: Mesa Urban Garden rules are subject to change. If changes are made, participants will be notified.***

***THANKS FOR READING. NOW, IT'S TIME TO DIG IN!***