

Mill Valley Community Gardens Bylaws

Mission Statement

The Mill Valley Community Gardens (MVCGs), which includes both the Community Center Garden and the Bayfront Garden, provide spaces for Mill Valley citizens to garden together to create a shared vision, to work collaboratively, and to cultivate a place for individuals, families and friends to learn about and to experience the rewards of gardening. The garden provides an opportunity to grow plants for food and flowers and to contribute to the city and county through community service programs. The MVCGs function as a model for organic gardening techniques and encourage environmentally sustainable gardening.

Garden Governance

1. The Mill Valley Recreation Department will have oversight of both Gardens.
2. A Steering Committee (appointed by the Recreation Department) of current gardeners will help develop policies and coordinate garden activities for each Garden.
3. Changes to these Bylaws should be suggested to the Steering Committee and/or Recreation Staff. The Recreation Department must approve all changes.

Description and Membership

1. The MVCGs are recreational facilities that belong to the City of Mill Valley and are controlled by the Mill Valley Recreation Department.
2. The Bayfront Garden consists of 41 plots and is located adjacent the Mill Valley Police Department at 1 Hamilton Road in Mill Valley. It opened in April 2017.
3. The Community Center Garden consists of 35 plots and is located adjacent to the Mill Valley Community Center at 180 Camino Alto in Mill Valley. This is the third location for this garden which opened in September 2006.
4. Members of each garden must be residents of Mill Valley or Greater Mill Valley (94941 postal code only). One quarter of plots are available to residents of Greater Mill Valley.

Annual Dues

Members will pay annual dues as follows:

Initial Deposit (refunded upon leaving a cleared plot)	City of Mill Valley Residents	Greater Mill Valley Residents
\$50	\$60	\$70

** Mill Valley Nonprofit organizations are eligible for a fee waiver.*

Plot Assignment

1. The annual renewal process and plot assignments will occur prior to the start of the gardening season as designated by the Recreation Department.
2. Gardening season begins on March 1st of each year.
3. Renewing gardeners will be reassigned the plot they gardened the previous year.
4. Available plots will be assigned to new gardeners from the Waiting List. The Recreation Department maintain this list. Those interested (and meet the residential criteria) may add their names to the list at any time during the year.
5. Gardeners are limited to one switch of a plot per year. A gardener may not switch plots more than once in a calendar year.

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Plot Rotation

A minimum of four (4) plots must rotate in each garden to new members.

Plots will become available for rotation in the following order:

1. Plots of gardeners who have left the Garden (during season or at renewal time).
2. Plots forfeited by gardeners not in good standing or with warnings set by the Recreation Department.
3. Lottery among existing gardeners conducted by the Recreation Department.

Waitlists

Mill Valley residents (incorporated and unincorporated) may be added to the waitlist to receive a garden plot. Names on the waitlist will be contacted in order of date added. If someone denies a plot but remains interested, their name will be added to the bottom of the list.

Once contacted by Recreation staff (via phone and/or email), the prospective gardener will have 72 hours to confirm interest. If Recreation staff does not hear back within 72 hours of notice, the plot will be forfeited and offered to the next person on the waitlist.

Requirements for Gardeners to Remain in Good Standing

The MVCGs require active participation. All gardeners will be asked to volunteer in the garden. The following is the minimum required of each gardener who desires to be a member of the garden community.

1. Be an active gardener throughout the entire year.
2. Follow all garden rules and policies.
3. Participate in Community Service (see below).

Community Service

In addition to plot and pathway maintenance, all gardeners are expected to volunteer in the gardens. This includes annual garden cleanup days, teaching classes, or any activity deemed appropriate by the Recreation Department and/or the Gardens Steering Committee. Alternate tasks will be assigned to those unable to participate in organized activities.

In addition, it is a goal of the Gardens to grow, harvest and contribute food to designated community organizations. A collection bin will be available onsite, and gardeners are encouraged to place vegetables into these bins on a weekly basis and designated garden volunteers will deliver produce donations to appropriate Community Based Organization on a weekly basis. Vegetables should not be left unpicked in garden plots. Each gardener should designate an alternate gardener to pick and donate vegetables from his/her plot rather than let them spoil.

If the community demand for a garden plot is low (waitlist below 10) a Community Plot can be set aside, and its produce will be contributed to designated organizations within the county. Existing gardeners will maintain the community plot.

ADA Accessibility

Five (4) ADA accessible garden plots are available at Mill Valley Community Garden and five (5) ADA accessible garden plots are available at Bay Front Community Garden. Individuals with a disability will have priority in renting any of the ADA accessible garden plots. If any of these ADA plots are not occupied, those plots may be assigned by the City on a temporary basis to the general public. Please note: Any ADA plot temporarily assigned to the public must be relinquished at the end of the current growing season or at the end of the registration year once a qualified ADA person is interested in the plot.

The definition of disability will be in accordance with the Americans with Disabilities Act (ADA) of 1990, Title 42, Chapter 126 or under California law.