

Culver City Community Gardens Plot Rules & Regulations; Waiver and Release of Liability; and Rental Agreement

The Culver City Community Gardens (the “Gardens”) were established to provide a place for active participation in gardening for residents of Culver City who would otherwise not have the opportunity. The Gardens are managed by the City of Culver City (the “City”), Parks, Recreation and Community Services (PRCS) Department.

To be eligible for a Gardens plot, you must: 1) be a Culver City resident; 2) live in an apartment, condominium, townhome or other dwelling unit; and 3) have no gardening space available to you. One (1) plot is allowed per family/household. Plots are non-transferable to family members, friends or others, regardless of the circumstances. The PRCS Department will maintain a waiting list of interested plot renters as necessary; however, we reserve the right to “close” this list should it become untenably long.

RENTAL AGREEMENT

Rental and Renewal Process

The Gardens plots may be reserved under a Rental Agreement on a first come, first served basis for a period of up to twelve (12) consecutive months at an annual fee of \$30.00 (fees are subject to change during the City Budget Process), commencing on April 1st of each year—or as a plot becomes available throughout the year. If a plot is rented for a period of less than one year, the rental fee will be calculated on a pro rata basis for the actual number of months rented. In order to give other residents an opportunity to utilize this valuable community asset, all new Rental Agreements shall expire on March 31st.

New Renters:

- 1) New renters will have the opportunity to re-rent the same plot for a maximum of an additional rental term of twelve (12) months, subject to payment of the annual fee.
- 2) After the twelve (12) month renewal has expired, the renter shall not be eligible to be placed on the waiting list until two (2) years have lapsed, after which time they will be placed at the bottom of the waiting list until another Gardens plot becomes available, unless the waiting list is closed.

Existing Renters:

- 1) Existing renters who have had an existing Gardens plot for more than 15 years may rent the same Gardens plot for a maximum of an additional four consecutive years.
- 2) Existing renters who have had an existing Gardens plot for 15 years or less may rent the same Gardens plot for a maximum of an additional six consecutive years.
- 3) After the maximum rental renewals have expired, as listed in (1) and (2) above, those renters shall be placed at the bottom of the waiting list until another Gardens plot becomes available, unless the waiting list is closed.

Rental Agreement and Fees

- 1) Before gardening can begin, Renters (also referred to as “Gardeners”) must have read and understand all rules and regulations contained herein and agree to comply with such rules and regulations, submit a signed Rental Agreement (Renter’s signature on this document below shall constitute the Rental Agreement and Renter shall be bound by the

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- terms and conditions of rental as set forth herein), and pay their annual plot fee.
- 2) The rent for plots is \$30.00, due by April 1st each year and considered delinquent if not paid by May 1st. Any plot not paid will be reassigned any time thereafter. Fees are subject to change.
 - 3) One set of keys will be included with the annual rental fee. Additional sets of keys (or replacement keys) may be purchased at the cost of \$11.00 each. Renters are required to return all keys when their plot rental period is terminated.
 - 4) Plots are assigned on a first come-first serve basis.
 - 5) Gardens plots are assigned to one (1) person only and are not transferable. Family, friends or other individuals (hereinafter, referred to as "Invitee" or "Invitees") may assist and have access to a Renter's assigned Gardens plot with their explicit permission.
 - 6) The responsibility for payment of fees, cleanup, and other duties at the site are the sole responsibility of the individual whose name is assigned to the plot.
 - 7) Sub-leasing of Gardens plots is prohibited.
 - 8) One time per year, a licensed and insured contractor may be engaged by Renters with written permission from the City of Culver City to assist in plot maintenance.
 - 9) Gardeners and Invitees will report to staff issues in the garden (such as broken items, safety hazards, rodents, vandalism, etc.) as soon as possible in order that issues may be addressed in a timely manner.
 - 10) City staff shall be advised of your current address and telephone number; notification of any change must be made by calling 310-253-6729.

RULES & REGULATIONS

Plot Rules and Regulations

- 1) Gardeners may lose their opportunity to participate in the Gardens, and their Rental Agreement may be immediately terminated, if they fail to comply with any of the following Rules:
 - a. Gardeners' and Invitees' conduct and/or activities shall not endanger other Gardeners, Invitees or individuals;
 - b. Gardeners and Invitees shall not take or use another Gardener's or Invitee's tools, supplies, or produce without permission;
 - c. Gardeners and Invitees shall not use the Gardens for commercial purposes;
 - d. Gardeners' plot and its contents shall not encroach onto adjacent Gardens plots or onto City property;
 - e. Gardeners and Invitees shall not grow plants or other vegetation that is deemed illegal under state or Federal law;
 - f. Gardeners and Invitees shall comply with the City's smoking regulations set forth in Culver City Municipal Code Section 9.11.115, which prohibits smoking within any park or recreational area;
 - g. Gardeners and Invitees shall not carry, use or store firearms, or use alcohol or illegal drugs in the Gardens;
- 2) The City, at its discretion, may immediately terminate a Gardner's right to participate in the Garden in the case of noncompliance with the rules set forth above and/or any provisions herein. If a Gardener or any of the Invitees violate any of these policies, the City will inform Gardener of the violation by sending a letter through the U.S. Postal Service. Gardener will have one (1) month to correct the violation. If the violation has not corrected within one (1) month as determined by the City, at its discretion, the City may terminate the Gardener's

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Agreement. After termination, Gardener will have two (2) weeks to harvest and clean up the plot.

- 3) Upon termination for any reason, a Gardener shall promptly return to the City all keys to the Garden and any other City property. Terminated Gardeners are not entitled to any refunds or other payments from the City and are ineligible to rent a Gardens plot in the future.

Gardening Rules

- 1) The use of chemicals (fertilizers, pesticides, etc.) in or around the Gardens is prohibited.
- 2) Gardeners agree to keep their plot and plot edges free of weeds, diseased plants, insect-infested plants, and over-ripe vegetables.
- 3) Plots shall be maintained free of litter and weeds.
- 4) Diseased and infected plants must be removed from the Gardener's plot and disposed of properly.
- 5) Gardens plots must be neatly weeded on a regular basis.
- 6) The planting of trees or shrubs is prohibited. No trees over six feet in height measured from the ground are allowed anywhere on rented parcels.
- 7) Use of sand and gravel in the Gardens plots is not allowed unless requested and granted written permission from the City.

Adjacent Paths & Borders

- 1) Wood chips, hay, and straw are allowed to be used as mulch in the plots.
- 2) Plants must stay within the boundaries of a Gardner's rented plot and shall not protrude into an adjacent plot or walkway.
- 3) Paths must be kept clear of weeds, rocks, garden plants and other obstacles. This includes plants, such as raspberry canes, overhanging from a Gardner's rented plot. Landscaping cloth covered with wood chips may be used to keep weeds from the path, but Gardeners may not use carpeting, roofing material, or other non-organic materials within their rented plot.

Watering

- 1) Gardeners and Invitees must be diligent in shutting off the water after use.
- 2) Gardeners and Invitees must report all leaks.
- 3) Gardeners and Invitees must ensure that their water hose does not cross adjacent plots or walkways and must be attended at all times. Water sprinklers are prohibited in the Gardens.
- 4) Use of open-ended hoses is prohibited. Gardeners and Invitees must use a nozzle on all hoses to conserve water. Additionally, Gardeners and Invitees must comply with all water regulations, including, but not limited to, any watering bans in effect.

Gardens Site, Rented Plots, Property and Tools

- 1) Gardeners and Invitees must not make any permanent changes to the Gardens or their individual rented plots, such as, but not limited to, adding an underground watering system, changing the fence, altering the plot boundaries or building raised beds, without written permission from the City.
- 2) Electric fences are not permitted in the Gardens.
- 3) Both the access and perimeter paths must be free of garden materials and debris to prevent creating a hazard or to impede plot maintenance.

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- 4) Glass containers are prohibited in the Gardens.
- 5) When a Gardener or Invitees are finished with work on the rented plot, all tools and other items must be removed from the Gardens or stored safely and neatly in a storage container provided by the individual Gardener on the Gardener's rented plot.
- 6) Containers, bags and supplies of any kind should be secured in order to prevent them from blowing around and/or detracting from the orderliness of the Gardens.
- 7) Gardeners and Invitees must provide their own tools, seeds and planting materials.
- 8) The City of Culver City is not responsible for lost or stolen items. The City strongly advises against leaving anything of value at the Gardens.
- 9) Gardeners and Invitees are required to lock the Gardens gates if there are no other individuals in the Gardens. The last Gardener or Invitee to leave the Gardens, regardless of the time of day, must securely close and lock the gate.
- 10) Power equipment may only be operated by persons 18 years of age or older, who own or lease the equipment. All use is at the Gardener's or Invitee's own risk (insurance requirement) and with written permission from the City. Persons, other than the Gardener/Renter of the assigned plot, shall be required to sign a separate release of liability and waiver prior to use of any power equipment on the Gardens site.

Trash and Green Waste

- 1) It is the responsibility of each Gardener to remove trash and green waste from their plots and completely out of the Gardens area.
- 2) Organic items (green waste) must be placed in the green waste bin provided by the City outside of the Gardens fence.
- 3) Rubbish must be placed in the garbage bin provided by the City outside of the Gardens fence.
- 4) Gardeners and Invitees must keep the Gardens trash-free at all times. Plant material is not allowed in the trash bins unless it is diseased or infested.
- 5) Mulch/fertilizer bags must be used when brought to the Gardens and shall not be stored at the Gardens.

Gardeners, Family and Pets

- 1) Gardeners and Invitees must be considerate of their neighbors in the Garden.
- 2) All Gardeners and Invitees shall treat the Gardens, other Gardeners, Invitees, neighbors, and visitors with respect and consideration. No stealing, or verbal or physical harassment is allowed in the Gardens.
- 3) Persons under the age of 18 years old are welcome at the Gardens when accompanied and fully supervised by an adult and are expected to stay on paths and out of other plots.
- 4) Dogs and other pets are not allowed in Culver City parks, including the Gardens. Please be considerate, comply with the City's regulations, and leave them at home.
- 5) Radios and other audio devices may be used in the Gardens only with headphones.

WAIVER AND RELEASE OF LIABILITY

In consideration of the City's permission to participate in and use the Gardens, I agree to assume full responsibility for all risk of bodily injury or loss of life which may result from my conduct and activities in the Gardens. Furthermore, I hereby agree to hold harmless, release and forever discharge the City of Culver City, members of its elected or appointed boards or commissions, its

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officers, agents, volunteers and employees from any and all liability, claims or demands whatsoever, which the undersigned or any third person, or any person acting under my or their behalf, have or may have against the City of Culver City, or its respective elected and appointed boards and commissions, its officers, agents, and employees, by reason of any accident, bodily injury or death arising or occurring from or during my participation in and/or conduct and activities at the Gardens.

I understand that mortal or personal injury and/or property damage can occur as a result of my participation in and/or conduct and activities at the Gardens. Knowing and acknowledging these risks, nevertheless, I hereby voluntarily agree to assume those risks and to release and hold harmless the City of Culver City, members of its elected or appointed boards or commissions, its officers, agents, volunteers and employees from any and all claims or demands whatsoever which may arise as a result of those risks.

This release extends to all rights, demands, liabilities, obligations, claims or causes of action, in law or equity, of whatever kind or nature, whether known or unknown, whether now existing or hereinafter arising, which result from or in any manner relate to my participation in and/or conduct and activities at the Gardens.

The terms of this release will serve as a release and assumption of risk for myself and my heirs, executors, and administrators and for all of my family members.

By signing below, I acknowledge that I have read and understand this release and its contents and am forever giving up legal rights to which I may otherwise be entitled, including all rights to sue the City of Culver City or its elected or appointed boards and commissions, its officers, agents or employees or to recover any money or damages from them for any harm I may suffer, including bodily injury or death, occurring from or during my participation in and/or conduct and activities at the Gardens.

PLEASE PRINT

Print Name: _____

Participant Signature: _____

Date: _____ Phone: _____

Culver City Mailing Address

ZIP Code

E-mail Address

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FOR CITY USE ONLY:

Assigned Gardens Plot Number: _____

Rental Period: _____

Rental Fee Paid: _____