



The main responsibility is to initiate the plot citation process for garden policy violations. This includes checking plots monthly for weeds and safety concerns such as uncapped rebar; reporting violations to WCG Garden Manager; and providing follow-up checks each month. If you are unable to complete your responsibilities, please contact your WCG Garden Manager so that they can make other arrangements.

Monthly Plot Checks

Gardeners are required to maintain their plots and adjacent pathways throughout the growing season. It's critical to present a space that is tidy and utilized regularly by its gardeners. When a garden is overgrown with weeds, trash, and over-ripe produce, passersby will assume that the garden is neglected and available for theft. Similar to an abandoned property, a garden that appears abandoned can give rise to graffiti and other undesirable activities. This does not excuse the perpetrators, but the consequences are fairly predictable. It is important for you to understand these dynamics and be WCG's eyes in the garden.

From mid-June to mid-October, please check all plots the week of the 15th of each month. Carry the plot map and record the name, plot number, and description of any policy violations you see. Then, please mark their plot with a red flag from the shed. Specifically, you should look for:

- Any weed in the garden plot or surrounding pathways that is larger than 6" in height, 12" in width, is beginning to flower, or going to seed. If the weeds are directly between plots, include the names and plot numbers of both adjacent plots of the issue. If you are unsure if a plant is a weed (i.e. an undesirable plant not grown intentionally), email a photo and description to the WCG Garden Manager.
- Plant overgrowth, such as squash, that is blocking off pathways or growing into neighboring plots. The owner will need to prune, redirect, or trellis the plants until the pathways are accessible.
- Safety concerns such as holes in pathways, tools left outside, uncapped rebar/T-posts, etc.

Notifying the WCG Garden Coordinator about Plot Violations

Shortly after your plot check, notify the WCG Garden Manager with a list of names, plot numbers, and policy violations descriptions. The WCG Garden Manager will provide them with their first citation. If you do not have any violations to report, please contact the WCG Garden Manager and let them know that is the case. If they don't hear from you, they will assume you were unable to complete the plot check and will find someone else as a substitute.

Remember, you are not an enforcer of plot violations, so you do not need to feel any pressure about confrontation. In reality, your job is to prevent fellow gardeners from losing their plots, by allowing them to receive advance notification to make the necessary improvements. That makes you the "good cop," and you should approach any contact with gardeners in a positive and helpful way.

One-Week Follow-Up Check

One week after your initial plot check, please return to the garden to verify if the violations you noted have been resolved, and return the red flags of corrected plots to the shed. However, if violations remain, please forward the plot number and remaining violation descriptions promptly to your WCG Garden Manager. They will provide a final warning with seven more days to resolve the issue and then do the final plot check themselves. Gardeners with remaining violations at that point will lose gardening privileges, and the plot will be turned over to the next person on the waiting list.

