

# MEMORANDUM

## *Parks and Recreation Services*

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**To:** Parks, Recreation and Cultural Resources Commission  
**From:** Garry Mahan, Parks and Recreation Services Supervisor  
**Subject:** Milpitas Parks Waste Management Report  
**Date:** May 3, 2010

The City of Milpitas boasts over 30 park locations and recreation facilities with various amenities for public enjoyment – picnic areas, barbeque pits, softball fields, tennis courts, basketball courts, handball courts, bocce ball courts, volleyball standards, horseshoe units, and par courses. A top priority of the Parks and Recreation Services department is to maintain the safety and cleanliness of City parks.

One aspect of the ongoing effort to ensure park cleanliness is the control of park trash. Listed below are some important facts regarding park waste management.

### **Milpitas Parks Waste Management Data:**

- Staff empty trash cans at 26 parks along with the Sports Center, Russell Bobby Sox complex, Ed Levin Dog Park, and the Community Garden.
- The garbage cans are placed in the areas that are most likely to generate garbage, including picnic areas, snack shack areas, back stops, bleachers, parking lots and restrooms. Cans are also placed near playgrounds. Residents have requested cans in certain areas along park pathways. Staff will also place cans in certain areas due to amount of garbage left on the ground.
- Staff utilizes a total of 345 cans throughout the park system.
- For effective control of trash volume and staff safety, 96 gallon cans have been used in parks since 1997.
- The cans were chosen because of the amount of garbage they hold, while being manageable for staff. Wheels make transporting the cans easy and are the style of can that is compatible with the garbage truck lifts.
- Cans are checked and emptied weekly. The high volume areas are checked and emptied twice a week or more during the heavily used months from May through September.
- The amount of garbage generated ranges from 1.5 to 4 tons per week.
- Not all garbage is generated by the park users. Residents and passers-by will unload items into the cans and parks, including household waste, concrete, lumber, and furniture.

CITY OF MILPITAS  
COMMUNITY GARDEN RULES AND REGULATIONS

1. The Public Works Maintenance Manager or his authorized representative will act as the Community Garden Coordinator, hereafter referred to as "Coordinator."
  2. An annual plot fee will be assessed to all plotholders. The following fee schedule will apply:
 

Milpitas Resident (beginning 12/1/09)	\$60.00
Milpitas Resident, Senior Citizen (55 years and over)	\$15.00
Non-Resident (beginning 12/1/09)	\$90.00
  3. All plots must be maintained in a manner acceptable to the Coordinator. This includes normal weeding, watering and general care of the assigned plot. The surrounding pathways are to be kept free of weeds-encroaching plants and debris.
  4. Plotholders may not begin gardening until their annual plot fee is paid in full. Registration packets will be mailed from the Recreation Services office annually.
  5. The behavior of family members and friends is the plotholder's responsibility. No one is permitted to engage in loud, offensive, or boisterous activity within the garden enclosure.
  6. It is the responsibility of each plotholder to provide the Coordinator with an up-to-date address and telephone number.
  7. New plots are issued on a first-come-first-served basis. Milpitas residents will have first priority over non-residents to garden plots. Any individual interested in obtaining a plot should contact the Coordinator or the Recreation Services Office. If a plot is not available immediately, the individual's name will be placed on a Waiting List. The City reserves the right to hold up to 10% of the plots for educational use by local schools and/or City Programs.
  8. Plotholders must erase the combination upon opening the lock to enter the garden. Plotholders are required to lock all gates and erase the combination upon leaving the garden. \_\_\_\_\_ Plotholder Initial Here
  9. To encourage water conservation, gardeners are required to stay in the vicinity of their plots while watering. All gardeners are requested to turn off all faucets at unattended plots. Drip Irrigation and timer systems may be used with the approval of the Coordinator. \_\_\_\_\_ Plotholder Initial Here
- I understand approval must be obtained from the Coordinator prior to installation of drip irrigation and timer systems.**
10. Produce from the garden is to be used for family consumption and not as a commercial commodity.
  11. All loose materials (refuse, tools, etc.) must be cleared from the area each day. Sheds of any kind are not permitted in plots.
  12. Tall plants such as corn, sugar cane and sunflowers must be located such that they do not produce shade on adjoining plots and do not protrude into pathways. Trellises of any kind must be kept no higher than five (5) feet. Trees and fencing are not permitted in plots. Perimeter fences are not to be used as trellises.

13. Use of poison grains for rodent control is prohibited. Pesticides are not permitted in the garden. Please contact the Garden Coordinator for use of alternatives.
14. No person may use a vacant plot without prior written approval from the Coordinator and payment of the annual fee. Only one plot is allowed per household. Gardens will be confined to designated areas.
15. Only flowers, fruits, vegetables, and herbs may be grown in the plots. Animal husbandry is not allowed. No planting of poisonous and/or illegal plants.
16. Compost piles may be made only in areas designated by the Coordinator for that use. No trash is permitted in compost piles. Individual plots may have a compost pile no larger than 3' wide by 3' long by 3' high, and the pile must be within the plot boundaries.
17. In the event of non-compliance with any of the above rules, this procedure will be followed:
  - A. The Coordinator will issue a written warning to the individual plotholder.
  - B. If at the end of a 30 day period the problem has not been solved, the plot will be reassigned to the next person on the waiting list. Annual fees will not be refunded.
  - C. Plotholders may appeal any action to the Community Garden Coordinator in writing within 30 days of notice of the action. The Coordinator will submit a staff report and recommendation to the PRCRC at their next regularly scheduled meeting for review and appropriate action.
18. The theft of produce, plants, and/or other property will be cause for immediate revocation of plotholder privileges and possible criminal prosecution. If the individual involved is not a plotholder, he/she will be turned over to the appropriate authorities.
19. Pets other than seeing eye dogs are not permitted in the garden at any time.
20. Personal vehicles are permitted on the garden premises only to load and unload tools and materials. Upon completion, vehicles will be moved to Dixon Road for parking. No parking is permitted on the site or surrounding School/Hetch-Hetchy property (see diagram).
21. Garden hours will be from two hours after sunrise until sunset. Power equipment, i.e., fuel operated soil tillers shall not be used before 9:00 a.m. and after 8:00 p.m., Monday-Friday, or before 11:00 a.m. and after 6:00 p.m. on Saturdays/Sundays and holidays.
22. It is preferred watering be done before 10:00 am and after 4:00 pm 7 days a week.

**NOTE:** Please contact Coordinator at (408) 586-3210, TDD (408) 586-3208, 457 E. Calaveras Blvd., Milpitas, California, 95035, if you would like more information on these rules and regulations or any other aspect of the Community Garden Program.

I have read the Community Garden Rules and Regulations and understand that non-compliance will result in plot and fee forfeiture.

Signature of Plotholder: \_\_\_\_\_

Date: \_\_\_\_\_