CRYSTAL SPRINGS 4-H FARM RULES

The following is a list of the rules governing the Crystal Springs 4-H Farm. Farm rules are approved by the Farm Management Committee comprised of the Farm Manager and Farm Leaders from the Belmont and Burlingame/San Mateo 4-H Clubs. Farm Calendar year begins September 1st and ends June 31st the following year. Crystal Springs 4-H Farm rules are in conjunction with SMC 4-H Farm rules.

1. 4-H Club Youth members, between the ages of 5 and 19, must be accompanied by their parent or, by written arrangement, responsible adult who is a project leader or resource volunteer, while working on the farm.

2. 4-H members are not allowed on the Farm before 5am or after 10pm without permission of the Farm Management Committee.

3. A Livestock census form (Farm use request) will be completed by each 4-H member who plans to raise animals at the farm and submitted to the Farm Manager for approval and then submitted to the County Farm Management Committee for approval prior to an animal arriving at the farm.

4. 4-H Youth members have primary responsibility for care and welfare of their animal housed at the farm, with the support of his or her parent(s). The Project Leader will inform the Project Youth member, Farm Leader and then Parent if the member is showing insufficient attention to or inability to control the animal.

5. The following livestock activity must be cleared with the Project leader and Farm Leaders prior to: A. An animal being brought to the farm. B. An animal that is going to be removed from the farm. C. An animal that is going to be moved to a pen other than the one designated for that animal.

6. Once the farm reach capacity for a species, the Farm Management Committee will determine the priority for those who wish to keep animals at the farm.

7. Each Youth member and parent must give signed acknowledgement that they have read, understood and agree to abide by the Crystal Springs Farm Rules before arrival of their animals at the farm. Failure to comply with the rules may lead to the expulsion of both the member and his or her animal(s) from the farm.

8. All 4-H Youth members planning to have animals at the farm must participate in scheduled farm clean ups. Parental participation is also required. Current requirement is 3 farm clean ups with 2 hours of participation.

9. Written warning will be issued to 4-H members violating farm rules. If any member receives two written warnings they will be banned from having any animals on the farm for a period of 6 months. After 6 months they may have animals on the farm on a limited basis and after approval by the Project Leader and Farm Management Committee.

10. No animal may be kept at the farm that is not under the specific care and ownership of a registered 4-H Youth member that is in "good standing" with their club, project and farm requirements.

11. Animals must be fed and watered twice a day, once in the morning prior to 10am and in the evening prior to 9pm. Deviation from set feeding times must be cleared by a Farm Leader. Youths are required to attend to their animals daily, preferable the evening feeding. During the "season" Youth members may prepare alternate substitute-feeding schedules for school functions or vacations not to total more than 14 days.

12. 4-H Members will stay within the areas designated for use by Farm Management and the SF Water Dept. Please be aware of property sharing with the SF Water Department and Kewit Construction Group and be aware of changes as posted in the Lamb Barn as the Farm Management is made aware of these changes.

13. The Project Leader and Farm Manager must be informed of all suspected illness and planned medication.

14. All stall fees and farm assessment fees are required to be paid upon receipt of bill and prior to an animal arriving at farm. Fees per month:

    Steer $8, Sheep & Goat $5 Garden $2, Poultry $1, $5 Farm assessment fee per member is to be used for the farm supplied auction gift.

15. All pen cleaning, feeding and exercising should be done by the Youth member. This does not mean the parent cannot help in keeping the farm clean and orderly. Pens are to be cleaned once a week or sooner as needed to help reduce the problem of flies. Animals will not be left in dirty pens.

16. In case of absence (vacation, limited to two weeks) a member may have another member feed provided they make sure there is an adequate supply of feed and have notified Farm Management.

17. Any market animal that is unable to make the required weight at the event of entry must be removed from project stock and returned to the farm. The sifted animal may be kept at the farm until it is brought to the proper weight. It is up to the owner to continue care and that the final disposition is prompt. This measure is taken to avoid injury to market animals of lesser size.

18. Once a member has removed an animal from the farm and will not return, the member must clean AND disinfect the pen (s) and turn in the farm keys within 2 weeks of removal.

19. Farm equipment is to be cleaned and put away after every use. Farm equipment should not be removed from the farm without signed approval from the Farm Leaders.

20. In case of the loss of an animal, the member is responsible for removal of the carcass immediately.

21. Each member is responsible for litter control (garbage removal) at the farm. All large animal and small animal owners need to remove all waste from the farm on a weekly basis.

22. Proper attire is required while at the farm. Bare feet, flip flops or sandals will not be permitted because of risk of injury.

23. A list of current members will be provided for the SF Water Dept. staff and kept on file at the farm.

24. A self-enforced speed limit of 5 mph shall be observed. No off-road or four-wheeling is allowed on the farm or adjacent watershed properties.

25. Smoking is prohibited at the farm including inside private vehicles.

26. No open fires are permitted at Crystal Springs Farm.

27. The consumption of alcoholic beverages at the Farm is prohibited. Any 4-H member in possession of or under the influence of alcohol/drugs while on the 4-H farm property or watershed land is subject to immediate dismissal from the 4-H.

28. The Crystal Springs Farm will have only one project per species.

29. No weapons of any kind are allowed at Crystal Springs Farm. This includes air soft guns and sling shots. Items used for work at the farm like small knifes are permitted as long as they follow SMCPD regulations

30. All Dogs must be on a leash while Livestock is at the farm. Large Dogs who may pose a threat to the animals must be approved by the Farm Leaders prior to bringing them to the farm. Any Dog who is out of control will be banned from the farm.

31. Do not climb in the 100 year old oak tree located in front of the Goat/Lamb Barn.

32. The front gate needs to be shut at all times unless the SFPUC approves in writing that the gate remain open for an event at Crystal Springs Farm. Kewit has been leaving it open and during their stay the SFPUC is allowing

33. Youths will not: get in pens, feed or handle another Youths animal without permission from that Youth or their parent except if injury to the animal or Youth is eminent.

Signature of Youth_____Date_____

Signature of Adult_____Date_____

Print Names:_____

Email address: _____

Phone:_____