



WOODLAND PARK PARKS AND RECREATION ADOPT-A-PARK PROGRAM www.city-woodlandpark.org

“BEAUTIFUL PARKLAND REQUIRES A LITTLE DIRTY WORK”

WHAT IS ADOPT-A-PARK?

The primary purpose of this program is to assist the City of Woodland Park Parks Maintenance Crews with assigned tasks and projects and to instill public ownership within our parks, trails and/or open space; creating a clean environment for all to enjoy!

Tasks may include trash pickup, landscaping and landscape maintenance, graffiti reporting and or removal, weeding/raking playgrounds, sweeping shelters, cleaning picnic tables, mulching trees/shrubs, painting, equipment and/or building repair, restocking doggie bags, reporting vandalism and safety issues, and plantings. Some projects may require the use of power tools. Adopters can also help with special projects, such as new equipment installations. Some projects and tasks are not available year-round and may be available only at specific parks.

WHAT ARE THE ADOPT-A-PARK POLICIES?

1. The adopting group commits to a one-year period of adoption, January - December. At the end of that year the group can renew, change sections (if available) or terminate.
2. We are fortunate to have many volunteers looking for adoption opportunities, so we have placed a two-year limit to this adoption opportunity. At the end of your one-year term, the group may adopt for another year. After that point, if no other group is waiting to adopt this area, the group may adopt on a year by year basis.
3. Monitoring of the park should be done on a regular basis, usually at least once a week during the warm season, and as weather permits in the cold season. Some sites may require additional time commitments.
4. The City of Woodland Park will provide trash bags and will be responsible for collecting and disposing of the filled bags. Doggie bags will be provided for restocking bag containers. Some tools will be provided when the project requires tools.
5. The City of Woodland Park will place a sign at the site crediting the adopting group for their assistance.
6. Registered volunteers must be 18 years of age or older. Youth volunteers, under the age of 18, must be supervised by an adult volunteer.

HOW DO YOU GET INVOLVED? Support your community and become an Adopt-A-Park Volunteer. Applications for Group Team Leader and Individual Volunteers are available at the Parks and Recreation office or website at www.city-woodlandpark.org
For more information call 687-5225.



WOODLAND PARK PARKS AND RECREATION DEPARTMENT

204 West South Ave., P.O. Box 9007

Woodland Park, CO 80866

719-687-5225

ADOPT-A-PARK PROGRAM APPLICATION

CONTACT INFORMATION: (Please Print)

NAME:

ADDRESS:

(Street, P.O. Box, City, State, Zip Code)

PHONE: Home. _____ Cell. _____ EMAIL _____

MY INTEREST:

_____ Group Team Leader Volunteer

_____ Individual Volunteer

NAME OF PARK, TRAIL, OR OPEN SPACE YOU WISH TO ADOPT:

DUTIES:

The volunteer agrees to perform the following described work (as indicated with a check mark) within the city park/trail/open space. All work must first be approved by the Parks and Recreation Department and the Parks, Buildings and Grounds Crew Chief:

- Litter Removal, including raking through sand/mulch areas, if any, to find and remove hidden litter
- Landscaping and Landscape Maintenance
- Painting and/or Repair to Equipment*
- Painting and/or Repair to Building(s)*
- Plantings (weed removal, trimming grass, planting flowers, planting trees, watering plants)
- Installation of new equipment
- Other (please describe) _____

*Includes reporting any items in need of repair, particularly when a safety concern is involved

Site Walk Through and Training Completed _____

(Date / By Whom)

Approval by City of Woodland Park:

1. This application must be approved and signed prior to any volunteer beginning any operations as requested herein.
2. Volunteers agree to indemnify and hold harmless the City of Woodland Park, its officers, agents and employees from all liability, judgment costs, expenses and claims growing out of damages, or alleged damages of any nature whatsoever to any person or property arising from the performance or non-performance of the Volunteer's Adopt-A-Park Agreement, activities, or work.
3. For special projects (e.g. plantings, repair projects, installation of new equipment), the Group Team Leader agrees to contact the Director of Parks and Recreation at least two weeks in advance to coordinate the project. A proposed work plan is required.
4. The volunteer shall carry on the work as required and authorized by the agreement with serious regard to the safety of the traveling public, adjacent property owners and volunteers or employees of the Parks and Recreation Department. The Group Team Leaders agree to instruct their volunteers in safety precautions.
5. Volunteers acknowledge that they are in no way considered to be employees of the City of Woodland Park.

In consideration of the above, the volunteer and the Parks and Recreation Department further agree to the following terms and conditions of this agreement:

Volunteer's Additional Responsibilities

1. To perform the work specified in a safe and satisfactory manner.
2. To keep track of the number of volunteer hours performed, and submit this information to the department on a monthly basis.
3. To provide adult supervision at the work site when volunteers include youth under 18 years of age.
4. To obtain required supplies and materials as may be needed from the Parks Department during regular business hours (8:00 a.m.-5:00 p.m., Monday-Friday).
5. To place filled trash bags, used during collection of litter, adjacent to existing park trash containers for pick up and disposal by the Parks Department.
6. To return all unused materials and supplies furnished by the City of Woodland Park to the department within one (1) week, unless other arrangements have been made.
7. To notify the Parks and Recreation Department of items or grounds in need of attention or repair, especially when a safety concern exists.

Parks and Recreation Department Responsibilities

1. To erect a sign with the group name or acronym displayed.
2. To remove filled trash bags used for litter pick up by volunteers, and to remove large, heavy or hazardous items when found in the park/trail/open space.
3. To provide report forms to the volunteers.
4. To provide safety vests for volunteers while performing work at the site.
5. To supply certain materials and equipment when necessary (e.g., tools, trash bags, paint supplies, flowers, mulch, etc). NOTE: Volunteers are encouraged to provide their own tools when possible.
6. To follow up on necessary repairs as reported by the volunteers.

<p>Parks and Recreation, P.O. Box 9007, Woodland Park, CO 80866 719-687-5225 www.city-woodlandpark.org</p>
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The Parks and Recreation Department reserves the right to terminate this agreement and remove the Adopt-A-Park sign when in the sole judgment of the department, it is found that the volunteers have not met the terms and conditions of this agreement.

APPLICANT APPROVAL

APPLICANT NAME: _____

APPLICANT SIGNATURE: _____

DATE: _____

PARKS AND RECREATION DEPARTMENT APPROVAL

APPROVED BY: _____
Director of Parks and Recreation Signature

DATE: _____

APPROVED BY: _____
Parks, Buildings and Ground Crew Chief Signature

DATE: _____

THIS AGREEMENT SHALL REMAIN IN FORCE
FROM _____, _____ UNTIL _____, _____.

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