

# ADOPT-A-PARK PROGRAM



DOUGLAS COUNTY PARK DEPARTMENT

MARCH, 2008

## INTRODUCTION

Governmental officials at every level have recognized the many benefits associated with implementing Adopt-A-Park and Adopt-A-Highway programs. Here in Douglas County, the Department of Public Works, in the Fall of 1990, introduced an Adopt-A-Highway program which has proven to be very successful. The Douglas County Park Department has modified this program and created an Adopt-A-Park Program which will provide local citizens the chance to help beautify and care for a County Park in their area.

## PURPOSE

The Douglas County Park Department is responsible for maintaining 60 developed park sites located throughout our vast, beautiful county. The attractiveness of many of the smaller parks located in outlying areas can be enhanced with the assistance of concerned citizens and organizations willing to donate their time and efforts in support of park maintenance and beautification programs. The program serves to:

- Intensify the maintenance and cleanliness of adopted Parks.
- Promote community support for park beautification and anti-vandalism programs.
- Increase the sense of stewardship toward the locally adopted park.
- Build a positive image for the individual, their organization and Douglas County.
- Educate the public about park maintenance activities and the recreational opportunities offered through their County Parks.
- In times of economic hardship, assist the Park Department in keeping parks open for public use.

## PROGRAM CRITERIA

The program is intended for motivated organizations, groups or families who understand the physical work demand involved in Park Maintenance and acknowledge that safety precautions must be taken while performing maintenance work within a public park. The optimum size of participating groups is from two to ten people, depending upon the size of the adopted Park and the tasks they agreed to perform.

Political organizations desiring to use the program in campaign of a political cause would constitute an inappropriate use of County funds and is therefore not allowed.

Participants will be required to conduct specified park maintenance activities on their “adopted” park no less than six (6) times yearly from March 15 through November 15. Off season, November 15 to March 14, may require two (2) or more maintenance activities.

The list of maintenance activities to be carried out varies slightly from park to park, but generally these activities involve general cleaning, minor repairs, painting signs, tables, play equipment and buildings, cultivating shrub beds, mowing, trash removal, litter pick-up, weedeating, trimming brush and pruning limbs.

An organization, group or family will be required to sign an agreement with Douglas County which will outline responsibilities and obligation of each party.

Participants may only adopt one park at a time.

Participants must adopt a park for a minimum of two years.

Participating organizations, groups or families will be required to conduct safety meetings involving all participants prior to park maintenance activities.

The County will provide safety equipment, park maintenance and safety orientation, paint, hand tools and other necessary maintenance supplies. If the adopting organization volunteers agree to mow or weedeat within their adopted park, the power mowers or weed eaters must be provided by the adopting organization.

The County will notify news media of the organization’s activity and issue certificates of appreciation to participating organizations either during or upon completion of the term of “adoption”.

The County will, at the entrance of the adopted park, provide and erect an Adopt-A-Park sign bearing the name of the organization.

The organization will provide advance notification to the County of litter collection activities, collect and place debris in the manner indicated, and pick up and return materials provided by the County as directed.

If the Park adoption is to prevent a park closure, maintenance activities and tasks may be required to take place on a more frequent basis; normally, every two (2) weeks during the season.

Participants 16 years of age or older will be required to sign individual releases waiving Douglas County from liabilities arising from activities in this program. Parents will be required to sign releases for children under the age of 16 who participate in the program.

## PROCEDURES

1. Organizations, groups or families interested in the program should direct inquiries to the Douglas County Park Department Headquarters, 6536 Hwy. 99N – P.O. Box 800 – Winchester, OR 97495, or telephone (541) 957-7001.
2. The Park Department will provide information concerning the program and distribute informational packets upon request.
3. Applications returned to the Park Department will be reviewed for eligibility and safety with respect to the Park desired for adoption. If assistance is requested in selecting an appropriate park for the group, the Park Director or his designee will assist in making a determination.
4. Upon approval of an application, the organization will be asked to submit a properly completed agreement along with signed individual releases.
5. The department will proceed to have Adopt-A-Park signs made and erected at each adopted park.
6. The organization will notify the Park Manager at least five (5) working days in advance of a planned Park Maintenance event.
7. The Park Manager or his designee will provide the organization upon request, all supplies and equipment necessary to perform the required maintenance.
8. The group will hold a safety and orientation meeting with Park Department personnel prior to the first park maintenance activities.
9. The County will issue the organization a certificate of appreciation for its civic efforts during or upon completion of the term of adoption.