

**PARKS & RECREATION ADVISORY BOARD**  
**AGENDA**  
**REGULAR MEETING**  
**April 3, 2013**  
**CITY HALL COUNCIL CHAMBERS, 405 MUNICIPAL DRIVE**  
**REGULAR SESSION - 7:00 PM**

**I. CALL TO ORDER**

**II. ROLL CALL**

**III. MINUTES APPROVAL**

**IV. VISITOR/CITIZENS FORUM**

*At this time, any person with business before the Parks and Recreation Advisory Board may speak to the Board. All comments must be directed towards the Chair, rather than individual board members or staff. All speakers must limit their comments to subject matter relating to the board. No formal action can be taken on these items.*

**V. REGULAR ITEMS**

- A. Discuss and consider Parks Board participation in the upcoming Bark in the Park/National Kids Day at the Park/Kidfish events
- B. Discussion on what City Council would like to see happen with the possibility of a joint Park with KISD.
- C. General discussion on the possibility of an Adopt a Park Program for Kennedale.

**VI. REPORTS/ANNOUNCEMENTS**

- A. City Wide Cleanup
- B. Updates on the Butterfly Garden from KKB
- C. Garage Sale
- D. Splash Pad Opens

**VII. ADJOURNMENT**

In compliance with the Americans with Disabilities Act, the City of Kennedale will provide for reasonable accommodations for persons attending City Council meetings. This building is wheelchair accessible, and parking spaces for disabled citizens are available. Requests for sign interpreter services must be made forty-eight (48) hours prior to the meetings. Please contact Amethyst Cirimo, City Secretary, at 817.985.2104 or (TDD) 1.800.735.2989

**CERTIFICATION**

I certify that a copy of the April 3, 2013, Parks & Recreation Advisory Board agenda was posted on the City Hall bulletin board next to the main entrance of the City Hall building, 405 Municipal Drive, of the City of Kennedale, Texas, in a place convenient and readily accessible to the general public at all times and said agenda was posted at least 72 hours preceding the schedule time of said meeting, in accordance with Chapter 551 of the Texas Government Code.

---

Celeste O. Brown, Board Secretary



**Date:** April 3, 2013

**Agenda Item No:** REGULAR ITEMS - A.

---

**I. Subject:**

Discuss and consider Parks Board participation in the upcoming Bark in the Park/National Kids Day at the Park/Kidfish events

**II. Originated by:**

**III. Summary:**

The Annual Bark in the Park and Kidfish event will take place on May 18th at Sonora Park. Discussion will be held to see if the Parks Board would like to have a booth of some sort at these events.

**IV. Recommendation:**

None

**V. Alternative Actions:**

**VI. Attachments:**



**Date:** April 3, 2013

**Agenda Item No:** REGULAR ITEMS - B.

---

**I. Subject:**

Discussion on what City Council would like to see happen with the possibility of a joint Park with KISD.

**II. Originated by:**

**III. Summary:**

Last month Bob Hart was present and discussed with you the possibilities of a joint collaboration with KISD to create a park by Delaney Elementary. This item was taken to council and they would like to see a committee formed with the teachers to discuss this park concept.

**IV. Recommendation:**

None

**V. Alternative Actions:**

**VI. Attachments:**



**Date:** April 3, 2013

**Agenda Item No:** REGULAR ITEMS - C.

---

**I. Subject:**

General discussion on the possibility of an Adopt a Park Program for Kennedale.

**II. Originated by:**

**III. Summary:**

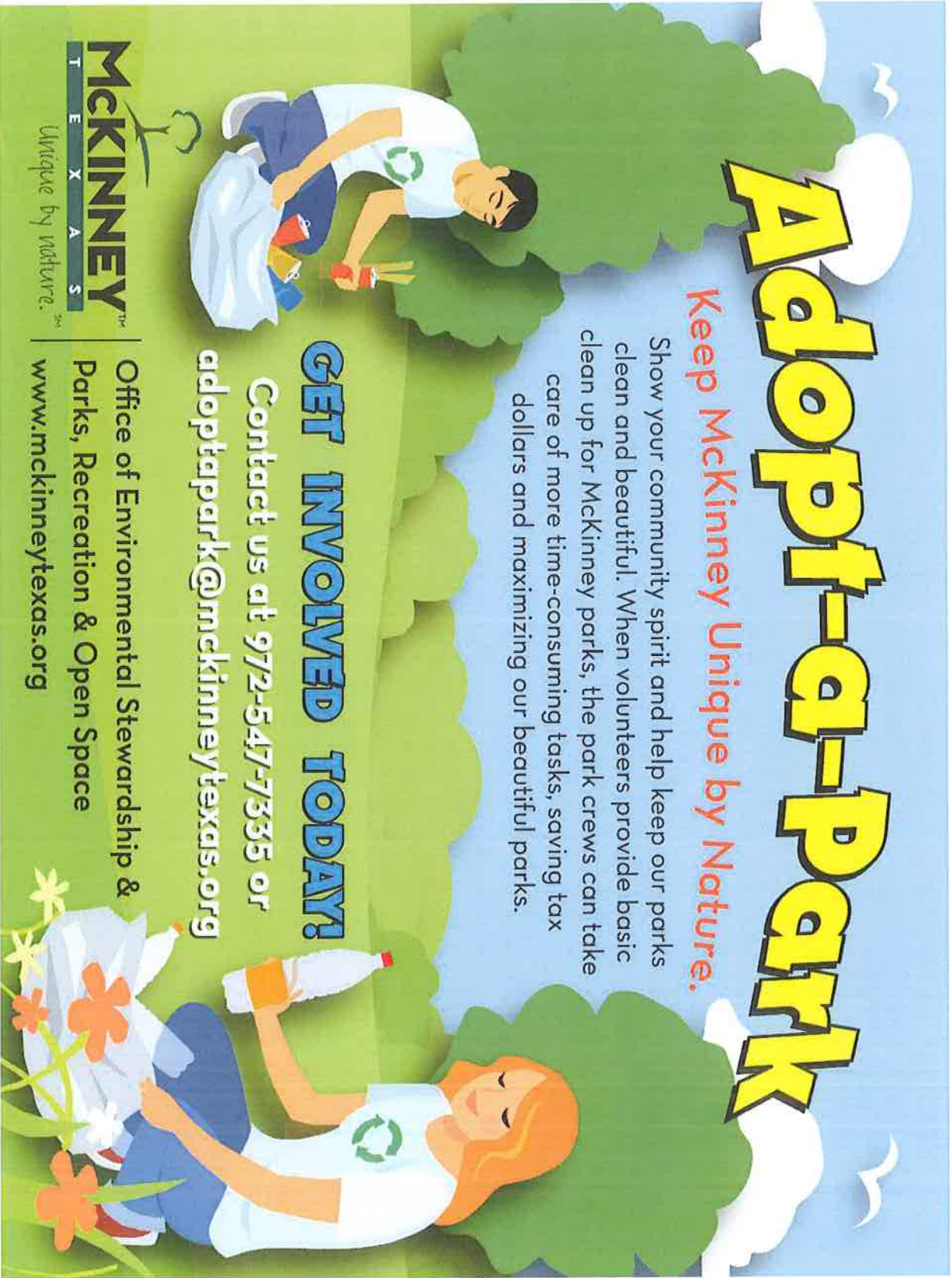
This item was previously discussed by the Parks Board and was asked to be brought back for further discussion.

**IV. Recommendation:**

**V. Alternative Actions:**

**VI. Attachments:**

|    |                          |                              |
|----|--------------------------|------------------------------|
| 1. | Adopt A Park Information | ADOPT A PARK INFORMATION.pdf |
|----|--------------------------|------------------------------|



The graphic features two volunteers, a man and a woman, wearing white t-shirts with a green recycling symbol. They are shown cleaning up a park area with trees and flowers in the background. The man is on the left, holding a red cup and a blue bag. The woman is on the right, holding a white bottle and a blue bag. The text is arranged in a central column between them.

# Adopt-a-Park

**Keep McKinney Unique by Nature.**

Show your community spirit and help keep our parks clean and beautiful. When volunteers provide basic clean up for McKinney parks, the park crews can take care of more time-consuming tasks, saving tax dollars and maximizing our beautiful parks.

**GET INVOLVED TODAY!**

Contact us at 972-547-7335 or [adoptapark@mckinneytexas.org](mailto:adoptapark@mckinneytexas.org)

Office of Environmental Stewardship & Parks, Recreation & Open Space  
[www.mckinneytexas.org](http://www.mckinneytexas.org)

**MCKINNEY TEXAS**  
*Unique by Nature.*



**Adopt-a-Park**

**Caring for Parks**

The new McKinney [Adopt-a-Park program](#) is a joint effort between the city's Environmental Education Department and the Parks, Recreation and Open Space Department. Its purpose is to reduce litter and save operational costs by partnering with community groups to clean up city parks. The city provides materials for the groups, including gloves for adults and children, trash bags and recycle bags. First-aid supplies are given in a kit for each organization. Medical Center of McKinney donates the first-aid supplies.

Thank you to all of the organizations that help us with the Adopt A Park program. Your feedback about the condition of the park is very important to us. Please take a few minutes to complete an online survey every month. We appreciate your commitment to the environment.

[Adopt a Park Survey](#)

**Map & Forms**

- [Parks Map](#)
- [Adopt-a-Park Agreement](#)
- [Waivers for Child Participants](#)
- [Waivers for Adult Participants](#)



Office of  
Environmental Stewardship  
www.mckinneytexas.org

Exit this survey

City of McKinney Adopt A Park Program Survey

Thank you for your committment to the environment, we appreciate your help with the on going clean up of our city parks. Your feedback is very important to us.

\* 1. Date of Clean Up

MMDDYYYY

please enterMM/DD/YY

\* 2. Which Park?

\* 3. Group Name

Girl Scout Troop #  
Green Club @ (School)

\* 4. Time spent cleaning park

HHMMAM/PM

X hours andminutes

\* 5. Number of participants

Adults

Children

\*6. Condition of Park before starting

|                             | Bad: Lots of Litter Everywhere | Fair: Some Litter spread throughout park | Average: Litter here & there | Very Good: Hardly any litter | Excellent: No litter to pick up |
|-----------------------------|--------------------------------|------------------------------------------|------------------------------|------------------------------|---------------------------------|
| Near Recreational Equipment | <input type="radio"/>          | <input type="radio"/>                    | <input type="radio"/>        | <input type="radio"/>        | <input type="radio"/>           |
| Near Athletic Field         | <input type="radio"/>          | <input type="radio"/>                    | <input type="radio"/>        | <input type="radio"/>        | <input type="radio"/>           |
| In Open Areas               | <input type="radio"/>          | <input type="radio"/>                    | <input type="radio"/>        | <input type="radio"/>        | <input type="radio"/>           |
| Near Trash Bins             | <input type="radio"/>          | <input type="radio"/>                    | <input type="radio"/>        | <input type="radio"/>        | <input type="radio"/>           |
| In Parking Lot              | <input type="radio"/>          | <input type="radio"/>                    | <input type="radio"/>        | <input type="radio"/>        | <input type="radio"/>           |
| Throught neighborhood       | <input type="radio"/>          | <input type="radio"/>                    | <input type="radio"/>        | <input type="radio"/>        | <input type="radio"/>           |
| Other (please specify)      | <input type="text"/>           |                                          |                              |                              |                                 |

\*7. Condition of Park before after your group was done

|                             | Bad: Lots of Litter Everywhere | Fair: Litter spread throughout park | Average: Litter here & there | Very Good: Hardly any litter | Excellent: No litter to pick up |
|-----------------------------|--------------------------------|-------------------------------------|------------------------------|------------------------------|---------------------------------|
| Near Recreational Equipment | <input type="radio"/>          | <input type="radio"/>               | <input type="radio"/>        | <input type="radio"/>        | <input type="radio"/>           |
| Near Athletic Field         | <input type="radio"/>          | <input type="radio"/>               | <input type="radio"/>        | <input type="radio"/>        | <input type="radio"/>           |
| In Open Areas               | <input type="radio"/>          | <input type="radio"/>               | <input type="radio"/>        | <input type="radio"/>        | <input type="radio"/>           |
| Near Trash Bins             | <input type="radio"/>          | <input type="radio"/>               | <input type="radio"/>        | <input type="radio"/>        | <input type="radio"/>           |
| In Parking Lot              | <input type="radio"/>          | <input type="radio"/>               | <input type="radio"/>        | <input type="radio"/>        | <input type="radio"/>           |
| Throught neighborhood       | <input type="radio"/>          | <input type="radio"/>               | <input type="radio"/>        | <input type="radio"/>        | <input type="radio"/>           |
| Other (please specify)      | <input type="text"/>           |                                     |                              |                              |                                 |

\*8. Number of bags collected

|                         |                      |
|-------------------------|----------------------|
| Black Bags (Trash)      | <input type="text"/> |
| Blue Bags (Recyclables) | <input type="text"/> |

\* 9. Did you leave the bags...

- ☐ By the trash cans on site?
- ☐ Put the bags in the trash cans?
- ☐ Took them home to dispose of with home trash & recyclables?

Other (please specify)

\* 10. What kind of trash and recyclables did you pick up?

- ☐ Aluminum Cans
- ☐ Plastic Bottles
- ☐ Fast Food bags & Wrappers
- ☐ Cigarette butts
- ☐ Misc Toys/Bikes
- ☐ Tires
- ☐ Clothing

Other (please specify)

11. Is there anything that requires the immediate attention of our staff? Example: Equipment repair, removal of graffiti, broken glass, undesirable trash?

Done

Powered by **SurveyMonkey**  
Check out our [sample surveys](#) and create your own now!

## Adopt a Park Partnership Agreement

Page 2 of 3

### Guidelines

Partner organization agrees to adopt a park for one year and provide clean ups on monthly basis.

Each organization must provide a roster of participants. Waivers must be signed by all participants. Parents/legal guardians must sign waivers for minor children. Waivers must be sent to Office of Environmental Stewardship. Contact info below.

The safety of all participants is our main priority. We recommend children participating in clean up be accompanied by supervising adult leader, ideally no more than 10 minors per adult leader. Participants should wear proper clothing and footwear when working. We recommend insect repellent, sun block and hat.

Commitment includes:

- Park should be cleaned a minimum of once a month.
- Picking up litter in lawn, sidewalks & parking lot using trash & recycle bags provided.
- Place bags near trash cans for park maintenance staff to collect.
- Optional: Pulling weeds

Please immediately report any of the following:

- Broken glass, medical waste such as syringes or hypodermic needles
- Graffiti
- Exceptionally large, heavy items. Debris which can not be placed in trash containers/bags
- Safety hazards- example: broken equipment or tables.
- Need for special lawn maintenance (i.e. broken tree branch) that could pose hazard to residents.

Report to: Tim White  
Parks Maintenance Superintendent  
email: [twhite@mckinneytexas.org](mailto:twhite@mckinneytexas.org)  
phone: 972-547-7331

The City will provide an each partner organization with an Adopt a Park Kit. Kit will include gloves for adults and or children, trash bags, recycle bags, twisty ties and basic first aid supplies. We recommend collecting gloves from all participants after clean up and storing in kit for use on an ongoing basis. Partner organizations can obtain supplies from the Office of Environmental Stewardship.

Contact: Martha Cavazos Fipps  
Environmental Education & Community Outreach Coordinator  
Office of Environmental Stewardship  
1550 S. College, Building A  
email: [mcavazos@mckinneytexas.org](mailto:mcavazos@mckinneytexas.org)  
phone: 972-547-7335

Adopt a Park Partnership Agreement

The City will furnish and install an Adopt A Park sign (24"x12") with the Partner Organization's name to be displayed at park entrance after the third month of participation.

There are additional projects available for your group, but you must contact OES for pre-approval from the city prior to doing any of the following examples:

- Painting: park benches, picnic tables, playground equipment
- Use of mulch when and if available
- Requesting additional trash cans
- Planting and watering of trees and flowers

With these guidelines in mind, we welcome your group as an Adopt-A-Park Partner and thank you for your support in truly Keeping McKinney Unique by Nature!

|                      |                 |
|----------------------|-----------------|
| Partner Organization | Date            |
| Print Name of Leader | Title of Leader |
| Signature of Leader  |                 |

Return agreement to:

Martha Cavazos Fipps  
Environmental Education Coordinator  
Office of Environmental Stewardship  
City of McKinney  
Fax: 972-547-2612  
Email: [mcavazos@mckinneytexas.org](mailto:mcavazos@mckinneytexas.org)

1550 S. College, Building A  
McKinney, Texas 75070  
Phone: 972-547-7335

\_\_\_\_\_  
  
\_\_\_\_\_

STATE OF TEXAS       §

**Adopt A Park Program  
Parent / Guardian of Minor Child**

COUNTY OF COLLIN     §

KNOW ALL MEN BY THESE PRESENTS:

THAT I, \_\_\_\_\_, (hereinafter referred to as the "Undersigned"), the parent and/or guardian of \_\_\_\_\_, a minor child/ward, (hereinafter referred to as the "Minor") for and in consideration of allowing the Minor to participate in the 2009 Clean-Up (hereinafter referred to as the "Event") do hereby for myself, and on behalf of the Minor as well as our personal representatives, assigns, heirs, and next of kin state, acknowledge, agree, warrant and represent as follows.

1. The Undersigned understands the scope and nature of the Event. The Undersigned understands that the Event will be conducted on property owned and maintained by third-parties as well as in, about, on, across and adjacent to the streets, sidewalks and certain other property in the City of McKinney, Texas, that such property will be open to the public during the Event, and that the hazards associated with the clean-up activities to be performed during the Event, which may include, but are not limited to, picking up debris and materials ("Activities"), are to be expected.
2. The Undersigned also understands that the Activities involve numerous risks and dangers of serious bodily injury ranging from minor injuries to severe injuries, which can include permanent disability, paralysis, and death. The Undersigned further understands that the risks and dangers associated with the Activities may be caused by (a) the actions or inactions of the Minor and/or other persons participating in the Event; (b) the conditions in which the Event takes place; (c) the negligence of one or more of the "Released Parties" identified herein; or, (d) third-parties who are not participating in the Event. The Undersigned further understands that there may be other risks and economic losses either unknown to me or not readily foreseeable at this time. The Undersigned fully accepts and assumes all such risks and responsibility for any and all losses, costs, and damages suffered by the Minor and/or which I may incur as a result of the Minor observing or participating in the Event.
3. The Undersigned does hereby release, discharge, and covenant not to sue, now or in the future, the City of McKinney; other participants in, and any sponsors and advertisers for the Event; owners or lessors of premises on which the Event takes place; and, each of their respective administrators, agents, officers, members, volunteers, and employees (each of which are considered to be one of the "Released Parties" herein) from all liability, claims, demands, losses, or damages on account of myself or the Minor caused or alleged to be caused in whole or in part by the negligence of the "Released Parties" or otherwise, including negligent rescue operations. The Undersigned further agrees that if, despite this release and waiver of liability, assumption of risk, and indemnity agreement I, the Minor, or anyone on either or both of our behalves, makes a claim against any of the Released Parties, I the Undersigned will indemnify, save, and hold harmless each of the Released Parties from any litigation expenses, attorney fees, loss, liability, damage or cost which any may incur as a result of such claim.
4. The Undersigned hereby agrees to indemnify and hold harmless the Released Parties against any and all claims, demands or causes of action which the

Undersigned and/or the Minor has or may hereafter have, or which may be asserted by myself or the Minor or any other person, firm or corporation acting in my or the Minor's behalf, either before or after the Minor has reached the age of majority, growing out of or resulting from any alleged injury or damage to the Minor in connection with the above described accident. The Undersigned, both individually and in his/her capacity as the next friend, parent and/or guardian of the person and property of the Minor does hereby bind himself/herself, their heirs, administrators and executors to reimburse, pay and make good to the Released Parties any judgment, including attorneys' fees or other expenses paid or incurred, as a result thereof which may be rendered in favor of the Minor, the Released Parties, their respective administrators, officers, members, and volunteers from all liability, claims, demands, losses, or damages caused or alleged to be caused in whole or in part by the actions, inactions or negligence of the Undersigned and the Minor.

The Undersigned has read this agreement, fully understands its terms, understands that the Undersigned and the Minor, for which the Undersigned is signing for, have given up substantial rights by signing it and further, the Undersigned affirmatively states that he/she has signed it freely and without any inducement or assurance of any nature and intend it to be a complete and unconditional release of all liability to the greatest extent allowed by law and agree that if any portion of this agreement is held to be invalid the balance, notwithstanding, shall continue in full force and effect.

SIGNED on this the \_\_\_\_\_ day of \_\_\_\_\_, 2009.

\_\_\_\_\_  
(Printed Name of Minor Child)

\_\_\_\_\_  
(Parent/Guardian Signature)

\_\_\_\_\_  
(Minor Child's Date of Birth)

\_\_\_\_\_  
(Printed Name of Parent/Guardian)

\_\_\_\_\_  
(Street Address)

\_\_\_\_\_  
(City, State and Zip Code)

WITNESS:

\_\_\_\_\_

\_\_\_\_\_  
(Printed Name of Witness)

STATE OF TEXAS       §  
COUNTY OF COLLIN   §

**Adopt A Park Program**

KNOW ALL MEN BY THESE PRESENTS:

THAT I, \_\_\_\_\_, (hereinafter referred to as the "Undersigned"), for and in consideration of being allowed to participate in the 2009 Clean-Up (hereinafter referred to as the "Event") do hereby for myself, as well as my personal representatives, assigns, heirs, and next of kin state, acknowledge, agree, warrant and represent as follows.

1. The Undersigned understands the scope and nature of the Event. The Undersigned understands that the Event will be conducted on property owned and maintained by third-parties as well as in, about, on, across and adjacent to the streets, sidewalks and certain other property in the City of McKinney, Texas, that such property will be open to the public during the Event, and that the hazards associated with the clean-up activities to be performed during the Event, which may include, but are not limited to, picking up debris and materials ("Activities"), are to be expected.
2. The Undersigned also understands that the Activities involve numerous risks and dangers of serious bodily injury ranging from minor injuries to severe injuries, which can include permanent disability, paralysis, and death. The Undersigned further understands that the risks and dangers associated with the Activities may be caused by (a) the actions or inactions of the Undersigned and/or other persons participating in the Event; (b) the conditions in which the Event takes place; (c) the negligence of one or more of the "Released Parties" identified herein; or, (d) third-parties who are not participating in the Event. The Undersigned fully accepts and assumes all such risks and responsibility for any and all losses, costs, and damages I may suffer and/or which I may incur as a result of observing or participating in the Event.
3. The Undersigned does hereby release, discharge, and covenant not to sue, now or in the future, the City of McKinney; other participants in, and any sponsors and advertisers for the Event; owners or lessors of premises on which the Event takes place; and, each of their respective administrators, agents, officers, members, volunteers, and employees (each of which are considered to be one of the "Released Parties" herein) from and against any and all liability, claims, demands, losses, or damages on account of myself caused or alleged to be caused in whole or in part by the negligence of the "Released Parties" or otherwise, including negligent rescue operations. The Undersigned further agrees that if, despite this release and waiver of liability, assumption of risk, and indemnity agreement I, or anyone on my behalf, makes a claim against any of the Released Parties, I the Undersigned will indemnify, save, and hold harmless each of the Released Parties from any litigation expenses, attorneys' fees, loss, liability, damage or cost which any may incur as a result of such claim.
4. The Undersigned hereby agrees to indemnify and hold harmless the Released Parties against any and all claims, demands or causes of action which the Undersigned has or may hereafter have, or which may be asserted by myself or any other person, firm or corporation acting in my behalf, growing out of or resulting from any alleged injury or damage in connection with the above described accident. The Undersigned does hereby bind himself/herself, and his or her heirs, administrators and executors to reimburse, pay and make good to the Released Parties any judgment, including attorneys' fees or other expenses paid or incurred,

as a result thereof which may be rendered in favor of the Undersigned, the Released Parties, their respective administrators, officers, members, and volunteers from all liability, claims, demands, losses, or damages caused or alleged to be caused in whole or in part by the actions, inactions or negligence of the Undersigned.

The Undersigned has read this agreement, fully understands its terms, understands that the Undersigned has given up substantial rights by signing it and has signed it freely and without any inducement or assurance of any nature and intend it to be a complete and unconditional release of all liability to the greatest extent allowed by law and agree that if any portion of this agreement is held to be invalid the balance, notwithstanding, shall continue in full force and effect.

SIGNED on this the \_\_\_\_\_ day of \_\_\_\_\_, 2009.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Printed Name)

\_\_\_\_\_  
(Street Address)

\_\_\_\_\_  
(City, State and Zip Code)

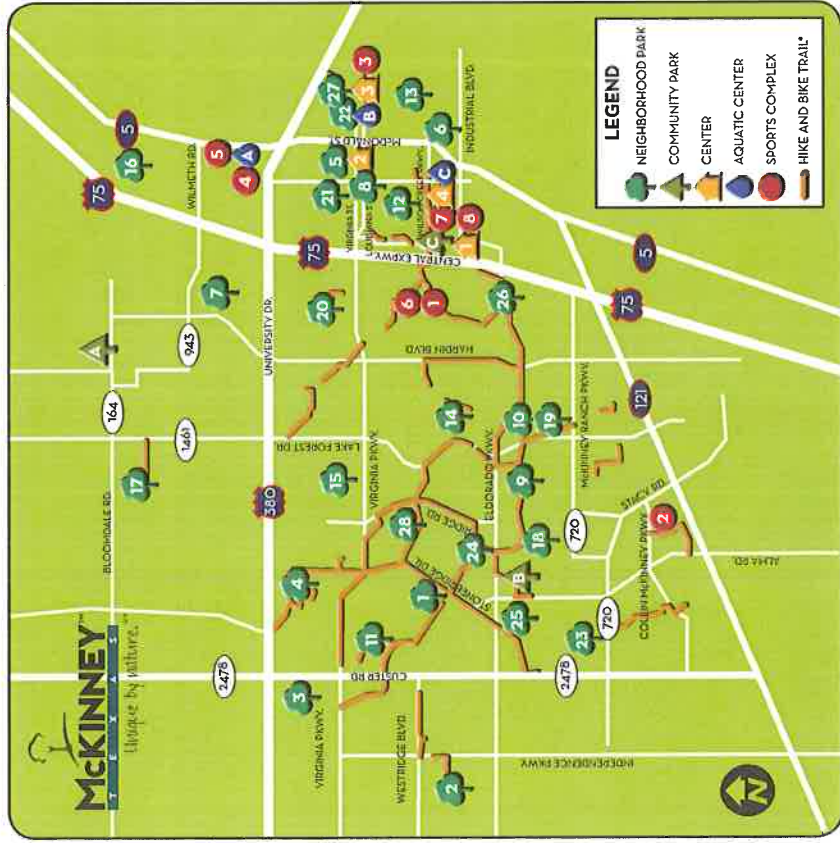
WITNESS:

\_\_\_\_\_

\_\_\_\_\_  
(Printed Name of Witness)



# Parks & Centers



\*A detailed pocket map for the Hike and Bike Trails can be found at [www.mckinneytexas.org](http://www.mckinneytexas.org)

## PARK PAVILIONS

Enjoy an outdoor event with your family, friends, or business under one of many park picnic shelters. Many are available for rent or on a first come first serve basis. Call 972-547-2690 for more information.

## ROOM RENTALS

Our Recreation Centers have various size rooms for meetings, events and celebrations for day and evening use. Take the hassle out of your next family gathering. Call 972-547-2690 for more information.

McKinney Parks, Recreation & Open Space

[www.mckinneytexas.org](http://www.mckinneytexas.org)

972-547-7480

McKinney Parks, Recreation & Open Space - Fall 2010 (rev. 08/10/2009)

## NEIGHBORHOOD PARKS

- 1 A. Hardy Jr. Eubanks Park  
1501 Round Hill Rd.  
Bennett Elementary-MISD
- 2 Ash Woods Park  
10301 JFK Blvd.  
Mooneyham Elementary - FISD
- 3 Aviator Park  
1201 Monticello Dr.
- 4 Carey Cox Memorial Park  
1611 N. Stonebridge Dr.  
Wilneth Elementary-MISD
- 5 Central Park  
105 W. Hunt St.
- 6 Cottonwood Park  
212 McMakin St.
- 7 Dr. Charles McKissick Park  
2702 Taylor-Burk Dr.  
Vega Elementary-MISD
- 8 Dr. Glenn Mitchell Memorial Park  
300 W. Louisiana St.
- 9 E. A. Randles Park  
5400 Cedar Elm Dr.  
Reuben Johnson Elementary-MISD
- 10 Ezra Lee (Tinker) Taylor Park  
4301 W. Eldorado Pkwy.
- 11 Falcon Creek Park  
301 Peregrine Dr.  
C. T. Eddins Elementary-MISD
- 12 Finch Park  
301 W. Standifer St.
- 13 Fitzhugh Park  
700 Fitzhugh Dr.
- 14 Hill Top Park  
1850 Winding Brook Dr.  
Walker Elementary-MISD
- 15 Horizon Park  
401 Flatrock Dr.  
Minshew Elementary-MISD
- 16 Inspiration Park  
4212 Shawnee Dr.  
Naomi Press Elementary - MISD
- 17 Jim Ledbetter Park  
3212 Bluewood  
Baker Elementary-PISD
- 18 John M. Whisenant Park  
3701 Hudson Crossing  
Edris Elliott Elementary-FISD
- 19 Katherine B. Winniford Park  
4900 Highlands Dr.
- 20 Mary Will Craig Park  
2701 Bois D'Arc Rd.  
Slaughter Elementary-MISD
- 21 Murphy Park  
1601 W. Josephine St.
- 22 Old Settler's Park  
1201 E. Louisiana St.
- 23 Rowlett Creek Park  
4200 Big Fork Trl.  
Ogle Elementary-FISD
- 24 Serenity Park  
6701 Berkshire Rd.  
Wolford Elementary & Evans Middle-MISD
- 25 Tom Allen, Jr. Park  
3301 Bahman Dr.
- 26 Valley Creek Park  
2750 Valley Creek Trl.  
Valley Creek Elementary-MISD
- 27 Wattle Park  
912 Charleston St.
- 28 W. B. Finney Park  
6350 Glen Oaks Dr.  
Glen Oaks Elementary-MISD

## COMMUNITY PARKS

- A Erwin Park  
4300 CR 1006
- B Gabe Nesbitt Community Park  
7001 Eldorado Pkwy.
- C Towne Lake Recreation Area  
1405 Wilson Creek Pkwy.

## CENTERS

- 1 Community Center  
2001 S. Central Expwy.
- 2 McKinney Performing Arts Center (MPAC)  
111 N. Tennessee St.
- 3 Old Settler's Recreation Center  
1201 E. Louisiana St.
- 4 Senior Recreation Center  
1400 S. College St.

## AQUATIC CENTERS

- A Juanita Maxfield Aquatic Center  
1701 N. McDonald St.
- B Old Settler's Aquatic Facility  
1101 E. Louisiana St.
- C Senior Recreation Center Pool  
1400 S. College St.

## SPORTS COMPLEXES

- 1 Alex Clark Memorial Disc Golf Course  
1986 Park View Ave.
- 2 McKinney Soccer Complex at Craig Ranch  
6375 Collin McKinney Pkwy.
- 3 Mouson Fields  
1307 E. Greenville Ave.
- 4 North Park  
1701 N. McDonald St.
- 5 Oak Hollow Golf Course  
3005 N. McDonald St.
- 6 Al Ruschhaupt Soccer Complex  
1986 Park View Ave.
- 7 Wilson Creek Softball/Baseball Complex  
1401 Wilson Creek Pkwy.
- 8 Towne Lake Disc Golf Course  
1405 Wilson Creek Pkwy.



2012

# Dallas Adopt-A-Park Program



## About our Program

The primary purpose of the Adopt-A-Park (AAP) program is to promote partnerships between community members, groups, and businesses to assist the Parks staff with routine maintenance, clean up, and beautification of parks, open spaces, and trails, creating a beautiful, clean environment for all to enjoy.

Through the use of volunteers, designated areas will be spruced up by removing litter and debris, controlling weeds, caring for plants, mulching around trees and planting areas, raking leaves, identifying hazards, reporting vandalism, and planting trees, shrubs, and other approved vegetation. The program also aims to educate Dallas residents about the importance of our parks, open spaces, and trails.

## Why Adopt a Park?

Often, park visitors notice litter left behind by careless park users, and may feel frustrated that our parks are treated this way. Now you can put those feelings into action. Given the 60+ acres of park land and trails, it is often challenging to keep up with the tremendous use of our open spaces. Your volunteer efforts can make the difference in achieving the high standards we have for these important areas in our community.

## Our Volunteers

AAP unites and supports all people interested in improving Dallas's neighborhood open spaces and trails. Our volunteers can include:

- Individuals
- Senior Citizens
- Neighborhood Associations
- Youth Groups
- Schools
- Scouts
- Church Groups
- Businesses
- Hiking and Biking Enthusiasts

## Benefits of the Adopt-A-Park Program

### Community

AAP provides opportunities for individuals and groups to help improve and maintain our City's parks, trails, and open spaces. As a volunteer, you will have a unique opportunity to donate services to the community and enjoy the results of your hard work. AAP volunteers become stewards of public lands by working to improve park areas in a meaningful way for all to enjoy.

### Economic

Your group or business can help enhance and maintain our public lands through clean-up efforts, tree plantings, weeding, monitoring wildlife, and other projects while assisting



the Parks staff in making tax dollars go further. Economic benefits can also be seen when more people want to live or set up their business in our community because of our healthy and beautiful parks and open spaces.

### **Environmental**

Your volunteer efforts and involvement in our parks increases public awareness of the importance of protecting our natural resources, generates pride in our park system, and demonstrates your commitment to this community and the environment. AAP brings a variety of organizations together with the Parks Department to help maintain the appearance of public parks, trails, and open spaces. As an individual, group, or business, you can create a better environment for yourself and your neighbors.

### **Individual**

What better feeling can one have than the feeling of knowing you make a difference? You can improve the aesthetics of our community, the health of the environment, and the sense of pride our residents have in our park system. Volunteering keeps you active and outdoors, providing the many benefits of an active lifestyle.

### **What You Can Do**

Volunteers can: pick up litter, rake leaves, report park hazards and graffiti, sweep courts and pathways, pull weeds, plant plants, paint park buildings, and report storm damage, illegal dumping, and other hazards.

### **Requirements and Expectations**

We ask for a minimum commitment of one year of service to your adopted park or trail. At the end of your initial commitment, you can renew with Parks Department approval. We also ask that volunteers perform tasks at their location a minimum of once per month.

Each organization must select a spokesperson. This person will be the point of contact for the organization. The spokesperson will also be responsible to assure that each participant complies with the Adopt-A-Park program requirements and safety procedures and has signed a liability release with the City of Dallas. The spokesperson will pick up and return the supplies provided by the City of Dallas and notify the City of any hazardous items.

The adopting individual or group must enter into a signed agreement with the Dallas Parks Department.

Park sites, trails, and open spaces will be assigned on a first-come, first-served basis.



Each area is unique and each group has unique skills and needs. For this reason, the Parks Department will develop mutually agreeable expectations on a case-by-case basis.

Planting flowers, trees, or shrubs, painting facilities, and carpentry projects such as installing or repairing benches or picnic tables must be conducted under the guidelines of the Adopt-A-Park Handbook and coordinated with Park staff.

All work must be performed during daylight hours.

All volunteers under the age of 18 must have responsible adult supervision.

An adopting group may keep any and all proceeds from any material with recyclable value that is found.

#### **Adopt-A-Park Training**

- Once your application is approved, City staff will train the group leader, group, or individual to do the tasks for which you have volunteered.
- Volunteers are required to read, understand, and abide by the Safety Guidelines in the AAP Handbook and must abide by all park and trail rules and ordinances.
- Once you are trained, you or your group will be considered active volunteers.

#### **Recognition**

- An official Certificate of Adoption
- An adoption plaque with the adopter's name on it and which will be posted at the adopter's site after 20 hours of volunteer reported hours. The sign will remain posted as long as the group/individual remains an active volunteer.
- Advertise adopter on the City of Dallas Parks and Recreation website
- Mention adopter on a Park program brochure or flyer

#### **Donations**

The Parks Department welcomes donations as part of the Adopt-A-Park program. We encourage individuals, groups, and businesses to make a financial contribution toward maintenance supplies such as mulch, or paint or to purchase improvement items off the Dallas Parks Department Wish List such as benches, picnic tables, grills, trash cans, kiosks, bulletin boards, plants, trees, and other facility improvements. We also welcome contributions to the Park Trust for purchase of playground or exercise equipment. We ask that you speak with Park staff before purchasing items to ensure that there is consistency and ease of maintenance of all our park equipment.



## One Day Clean-ups

If you or your group or business cannot commit the time to adopt a park, trail, or open space, but would like to help, you are welcome to organize a one-day clean-up of an area. Please contact the Parks Department at 503.831.3502 for more information.

## Areas for Adoption and Clean Up

- Birch Park
- Carnegie Building Lot
- Central Bark Dog Park
- Dallas City Hall lot
- Dallas Ambulance/Fire Station
- Dallas City Park
  - Disc Golf Course
  - Horse Shoe Pits
  - Shelters
  - Japanese Garden
  - Entrance Islands
  - Picnic Table Maintenance
  - Other areas as approved
- Fountain Island
- Gala Park
- Kingsborough Park
- RJ Community Park
  - Skate Park
  - Tennis Courts
  - Aquatic Center
- Rotary Park
- Walnut Park
- Rickreall Creek Trail System
  - Kingsborough Section
  - City Park Section
  - Main-Levens Section
  - **Central Bark Section**
  - RJ Community Park Section
  - **Hiebert Section**
  - Barberry Section

## How to Apply

1. Print and fill out the *Adopt-A-Park Program Application*.
2. Print and fill out the *Volunteer Service Agreement and Release* for the Group Leader and any other initial group members. Volunteers under 18 years of age must include a parent/guardian signature.
3. Fax, mail, or hand-deliver the forms to:  
**City of Dallas  
Adopt-A-Park  
187 SE Court Street  
Dallas, OR 97338  
Fax: 503-623-2339**
4. Park staff will review your adoption proposal. You will be contacted upon approval to set up an appointment for a training session.
5. No later than 30 days before your adoption term expires, AAP individuals or groups must submit a *Permit Renewal or Cancellation* form to the Parks Department to renew their adoption activities.



Adopt-A-Park Program Application

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

Adopt-A-Park Participant (or Group): \_\_\_\_\_

Group Spokesperson (if applicable): \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Park/section you wish to adopt: \_\_\_\_\_ Alternate Park/section: \_\_\_\_\_

Proposed Work Schedule: \_\_\_\_\_

Estimated Number of Participants: \_\_\_\_\_

TERMS AND CONDITIONS

- 1. Subject to City's right to terminate, this agreement shall be in effect for one year beginning \_\_\_\_\_
- 2. Conditions:
  - a. The participant(s) shall develop and follow a regular schedule of maintenance of the property as agreed upon by the Parks Department and report any park hazards to City staff.
  - b. The contact person shall report all hours volunteered to the Adopt-A-Park Coordinator.
  - c. Each individual participant must sign the City of Dallas's standard volunteer service agreement.
  - d. The City of Dallas may photograph or videotape the events or activity in which the participant is participating for the purpose of promoting the City of Dallas and its services/programs, with the following understanding that no compensation of any kind will be paid to the participant.
  - e. The Participant or Group, and all volunteers and agents, will comply with all terms and conditions set forth in the Adopt-A-Park Training Handbook and this Agreement, as they may be amended from time to time, as well as any additional rules or directives of the City of Dallas or the Parks Department.
  - f. All Volunteers shall sign the Adopt-A-Park Volunteer Service Agreement and Release before providing any volunteer services.
- 3. Access: Volunteers are allowed access to City property for the purpose of carrying out the terms of this agreement.

The City of Dallas reserves the right to terminate this agreement at any time.

ADOPT-A-PARK PARTICIPANT

CITY OF DALLAS

Signature (Authorized Representative if Group)

Signature of Park Staff

For Office Use Only

Approved / Denied | Date: \_\_\_\_\_ | Training Date: \_\_\_\_\_ | Date Started: \_\_\_\_\_

If denied, write reason for denial on back of form



**Volunteer Service Agreement and Release  
Volunteer Code of Ethics**

**THIS FORM MUST BE SIGNED BY ALL ADOPT-A-PARK VOLUNTEERS, AND THE PARENT OR GUARDIAN  
OF ANY VOLUNTEER UNDER THE AGE OF 18 YEARS.**

**PERSONAL CONTACT INFORMATION**

Organization with whom you are volunteering: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Emergency Contact / Relationship / Phone: \_\_\_\_\_

Medical Background – please note any physical or medical conditions that should be  
considered in your assignment. \_\_\_\_\_

**ASSUMPTIONS OF RISK**

I am aware that engaging in an Adopt-A-Park activity may involve certain risks, dangers, and hazards. I agree to wear protective equipment including but not limited to gloves and eye protection and to follow all safety guidelines while participating to minimize any such risks. I freely accept and fully understand and assume all risks and dangers.

**RELEASE OF LIABILITY**

I agree to waive any and all claims against the City of Dallas and the Parks Department and to release the City of Dallas and the Parks Department of any and all liability for any loss, damage, injury, or expense, of whatever form or nature, for bodily injury, death, or property damage, that I may suffer as a result of participating in the Adopt-A-Park Program.

I have read and understand this release. I am aware that by signing this release, I am waiving certain rights that my heirs, next of kin, executors, administrators, and assigns may otherwise have against the City of Dallas and the Parks Department.

I understand the City of Dallas may photograph or videotape the volunteer events or activity in which I am (or my child is) participating. I give my permission for the City to use photographs or videotape of me (or my child) for the purpose of promoting the City of Dallas and its services/programs. I give my permission with the following understanding: No compensation of any kind will be paid to me (or my child) at this time or in the future for the use of my (or my child's) likeness.

I also acknowledge and agree that my (or my child's) services are provided for the convenience of the City and may be terminated for any reason or for no reason and at any time by the City without prior notice or hearing.

I, the undersigned, certify that the information stated on this agreement and release is true, complete and correct to the best of my knowledge and belief and is made in good faith. Any false statements made by me may be used as a basis of rejection for this application or termination of volunteer services.

This agreement shall remain in effect until terminated in writing by either party.

**CITY OF DALLAS VOLUNTEER CODE OF ETHICS AGREEMENT**

Volunteers are an important asset to the City's workforce and make it possible for the City to deliver services to Dallas residents. As a volunteer, you represent the City of Dallas. As such, it is important that you adhere to the City's Volunteer Code of Ethics.

I, \_\_\_\_\_, as a volunteer with the City of Dallas, agree to:

- Conduct myself in a professional manner; maintaining high standards of integrity and honesty.
- Treat all members of the public, employees, and other volunteers with respect and courtesy.
- Avoid any activity that could be seen as a conflict of interest, such as accepting gifts or favors from individuals or businesses that could be seen to be an attempt to influence a City decision.
- Respect confidential information that is available to me as a result of my volunteer work with the City, and refrain from using it for personal gain or for personal, non-City business related reasons. I will bring any violation of this confidentiality to the attention of my supervisor.
- Promptly raise questions and concerns regarding possible violation of City policy or local, state, or federal law with my immediate supervisor or another manager within my department.
- Reinforce the City of Dallas's commitment to equal employment opportunity and a work environment free of discrimination and harassment, including sexual harassment. Please refer to the City of Dallas Volunteer Manual for more information.
- I understand that I may be released from my volunteer position with the City of Dallas for not adhering to the above Code of Ethics.

\_\_\_\_\_  
Volunteer Signature

\_\_\_\_\_  
Parent/Guardian if under 18 yrs old

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



**Group Member Addition/Removal**

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

Adopt-A-Park Group: \_\_\_\_\_

Group Spokesperson: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Members being added:

| Name | Address | Phone |
|------|---------|-------|
|      |         |       |
|      |         |       |
|      |         |       |
|      |         |       |
|      |         |       |
|      |         |       |

Each new member must complete and return a Volunteer Service Agreement and Release prior to beginning any volunteer work.

Members being removed:

| Name | Address | Phone |
|------|---------|-------|
|      |         |       |
|      |         |       |
|      |         |       |
|      |         |       |
|      |         |       |
|      |         |       |

For Office Use Only

Date Received: \_\_\_\_\_ | Manuals Provided: Yes / No



**Volunteer Hours Reporting Form**

Volunteers are required to report hours by the fifth day of each month. Calculate, record, and report the total number of hours worked at each adopted site by filling in the chart below and submitting to:

City of Dallas  
Adopt-A-Park  
187 SE Court Street  
Dallas, OR 97338  
Fax: 503-623-2339

Please note a form must be filled out for EACH volunteer.

| Date | Time Started/Ended | Project | Total Hours Worked |
|------|--------------------|---------|--------------------|
|      |                    |         |                    |
|      |                    |         |                    |
|      |                    |         |                    |

Park/Trail where work was completed: \_\_\_\_\_

Tasks completed this month: \_\_\_\_\_  
\_\_\_\_\_

Areas needing attention by Park staff: \_\_\_\_\_  
\_\_\_\_\_

Comments: \_\_\_\_\_  
\_\_\_\_\_

I, \_\_\_\_\_, have worked \_\_\_\_\_ total hours for the month of \_\_\_\_\_,  
20\_\_\_\_ at our adopted park.

\_\_\_\_\_  
Volunteer's Signature                      Phone                      Date



TOOL CHECK-OUT FORM

I acknowledge receipt of the following materials and supplies provided by the City and agree to return all reusable materials and supplies and any unused materials and supplies clean and in good repair to the Parks Department during regular business hours and no later than \_\_\_\_\_.

Group Name: \_\_\_\_\_

Group Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Park or Trail: \_\_\_\_\_

| Quantity | Item Description |
|----------|------------------|
|          |                  |
|          |                  |
|          |                  |
|          |                  |
|          |                  |
|          |                  |

Date Checked Out: \_\_\_\_\_

Adopt-A-Park Participant (or Group): \_\_\_\_\_

Group Spokesperson (if applicable): \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

For Office Use Only

Date Returned: \_\_\_\_\_ Staff Initials: \_\_\_\_\_

Condition equipment/supplies returned: Good / Poor Explain: \_\_\_\_\_



SUPPLY REQUEST FORM

Please complete and return this form if you or your group needs to replace basic supplies or check out additional equipment. (This form should be returned at least 2 WEEKS PRIOR to the date in which you need the supplies.) This form does not replace the Supply Check Out Form that must be signed when supplies are picked up.

Group Name: \_\_\_\_\_

Group Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Park or Trail: \_\_\_\_\_

Date Supplies Needed: \_\_\_\_\_

| Quantity Needed | Item               |
|-----------------|--------------------|
|                 | Trash Bag(s)       |
|                 | Garbage Sticker(s) |
|                 | Shovel(s)          |
|                 | Broom(s)           |
|                 | Rake(s)            |
|                 | Hose(s)            |
| Other Supplies: |                    |
|                 |                    |
|                 |                    |
|                 |                    |
|                 |                    |
|                 |                    |

Delivery Method:  
\_\_\_\_\_ I can pick up my supplies from City Hall (187 SE Court Street)  
\_\_\_\_\_ I would like to schedule a time to meet at my park.

\_\_\_\_\_  
Volunteer Signature

\_\_\_\_\_  
Date



ADVANCED TASKS REQUEST FORM

Please complete and return this form if you or your group would like to perform an advanced task at your park. (This form should be returned at least 4 WEEKS PRIOR to proposed task date.)  
*Advanced Tasks are tasks that will require approval and/or supervision from Park staff, as well as special training, equipment not regularly stocked by AAP, and debris removal. Tasks can include planting projects or plant removal, major weed removal, pruning, painting over graffiti, repainting park fixtures or buildings, or any other task as described in the AAP Training Manual)*

Group Name: \_\_\_\_\_

Group Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Park or Trail: \_\_\_\_\_

Proposed Task Date: \_\_\_\_\_ Alternate Task Date: \_\_\_\_\_

Please describe your proposed project (use additional sheet if needed): \_\_\_\_\_  
\_\_\_\_\_

Will you need:

- |                                                                    |                     |
|--------------------------------------------------------------------|---------------------|
| Maintenance staff instruction and supervision?                     | Yes / No / Not Sure |
| Special Tools or Equipment (submit a Supply Request Form)?         | Yes / No / Not Sure |
| Debris pick-up?                                                    | Yes / No / Not Sure |
| Additional volunteers?                                             | Yes / No / Not Sure |
| Can you meet with Park staff to discuss details prior to activity? | Yes / No / Not Sure |

I understand I may not perform this task until this form is approved by Park staff and that Park staff may deny the task at any time.

\_\_\_\_\_  
Volunteer Signature

\_\_\_\_\_  
Date

|                                                                            |  |
|----------------------------------------------------------------------------|--|
| <b>For office use only:</b>                                                |  |
| Will group leader need to meet with Park staff prior to approval? Yes / No |  |
| Will task require supervision & training? Yes / No                         |  |
| Approved / Denied by: _____ Date: _____                                    |  |
| Park staff assigned to train / supervise task: _____                       |  |



PERMIT RENEWAL OR CANCELLATION

For \_\_\_\_\_ Park/Trail Section

Thank you for participating in the City of Dallas Adopt-A-Park program. Your efforts to keep our parks clean and attractive are appreciated by the City of Dallas and our residents and visitors.

Your term of commitment for your adopted park or trail, listed above, will expire on \_\_\_\_\_. The City would like to know if you are interested in renewing your application. If you choose to renew your permit, your new expiration date will be \_\_\_\_\_. Please complete the information below.

APPLICANT:

Adopt-A-Park Participant (or Group): \_\_\_\_\_

Group Spokesperson (if applicable): \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Please indicate your choice below:

- ☐ Yes, I/we would like to renew my/our participation in the Adopt-A-Park program.
- ☐ Yes, I/we would like to renew my/our participation, but would like to adopt a different park/trail section. I/we would prefer to adopt \_\_\_\_\_.
- ☐ No, I/we would like to discontinue my/our participation in the Adopt-A-Park program.

Please return this completed form to:

City of Dallas  
Adopt-A-Park  
187 SE Court Street  
Dallas, OR 97338  
Fax: 503-623-2339

|                                                                                                                                                                 |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>For Office Use Only</b><br/>Approved / Denied   Date: _____   Manual Update Provided: Yes / No<br/>If denied, write reason for denial on back of form</p> |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|

## **Adopt-A-Median**

The City of Dallas Street Department is working in cooperation with the City of Dallas Urban Forest Advisory Committee in an effort to encourage the public to plant and maintain trees throughout the city.

Due to declining regional air quality and increasing inner-city temperatures related to the heat island effect, as well as a lack of street trees in many areas and a limited city budget, there is a great need to plant more trees in city medians. Trees offer a great number of benefits to society that researchers are just beginning to quantify. Trees benefit our health and sense of well being, our quality of life, as well as our economic future. Expanding the benefits of an urban forest canopy cover to all citizens is an important goal that requires the full support of the public. Citizens often ask what can be done to help the environment and our air, water and soil quality. The "Adopt-A-Median" program offers the opportunity for individuals, citizen groups (homeowner associations) and corporations to take ownership of a street median as good stewards and/or good corporate citizens of Dallas. With the public taking ownership of these areas, we not only help our environment, we also make Dallas more livable and sustainable. To leave a greener city as our legacy for future generations ...is indeed a gift worthy of your consideration.

The Adopt-A-Median program relies primarily on the existing "MOWmentum" agreement to outline the criteria involved in planting trees in a street median.

The "MOWmentum" Volunteer Service Agreement is a joint effort between our city government and residents to keep our right-of-ways and neighborhoods clean and beautiful. The program allows the public an opportunity to adopt portions of public right-of-ways for the purpose of maintaining and improving the property.

For more information about the program guidelines, please visit: <http://www.dallascityhall.org/>, click on City Departments, then Street Services, then "MOWmentum". If you have any questions or need further

information, contact Crystal Lee, Department of Street Services, at 214-670-4491.

To learn more about the Dallas Reforestation Fund, please; visit: <http://www.dallascityhall.com/>, click on City Departments, then Building Inspection, then City Arborist, then "Reforestation Fund". Please note that trees donated through the Reforestation program are not eligible for reimbursement under the "MOWmentum" funding. Also, if you are an individual who has been approved for the MOWmentum Program, you will not be eligible for the Reforestation Program. For more information, please contact Phil Erwin, Chief Arborist for the City, at 214-948-4117.

To learn more about what to plant and how, please visit: [www.dallastrees.org](http://www.dallastrees.org), scroll down the page and click on "Dallas Tree Planting Guide". For more information, please contact Kurt Kretsinger, City of Dallas Urban Forest Advisory Committee, Team Leader for Tree Planting and Transplanting, at 214-321-5224 or Steve Houser, Committee Chairman, at 972-442-1524.

You are here: Home > Residents > Adopt-A-Spot

## Adopt-A-Spot

---

### Mission Statement

This program is intended to provide residents and/or groups with a means to help keep the Town of Flower Mound a wonderful place to live, work, and play for all.

### About the Program

The Town of Flower Mound Adopt-A-Spot program encourages citizen participation in beautification projects and litter clean-ups of designated public areas at regular intervals. A spot could be a park, trail, road, creek, median, or Town entryway monument sign. Individuals, organizations, or businesses may agree to keep a designated spot cleared of litter and/or provide beautification for a period of one year. Special projects can be considered as part of the Adopt-A-Spot program that add permanent site features to parks and/or large scale beautifications.

The Town will create and install a sign bearing the name(s) of program participant(s) in their adopted area. In addition, program participants will be listed on the Town's website noting what spot has been adopted. At the end of the one year period, program participants will receive a special certificate of appreciation from the Town that is signed by the Mayor and may automatically renew to adopt their spot for another one year period. Special projects can be considered for long term signage and recognition by the Town.

### Program Benefits

- A cleaner community
- A healthier and safer environment for residents and wildlife
- A sense of community service and community pride
- A better place to do business
- Recognition by the Town of Flower Mound
- Community service credits for youth groups and other organizations

### You Can Participate By

- Litter control
- Tree plantings
- Beautification/landscaping
- Adding permanent site amenities such as gazebos, park benches, picnic tables, fountains, sculptures, etc.

### Everyone Can Participate (Children Must Have Adult Supervision)

- Individuals
- Families
- Youth groups
- Neighborhood homeowner associations
- Hiking and biking enthusiasts
- Scouts
- Schools and school clubs
- Businesses
- Non-profit groups
- Churches
- Organizations



### **Your Commitment**

- Adoption length is for a one-year period.
  - Adopt-A-Spot for litter control requires a minimum of six clean-ups.
  - Adopt-A-Spot for beautification and landscaping requires that the area be maintained properly.
- Participants are required to report on their clean-up and/or beautification activities so that information may be used for various reports and analysis.



Keep Fort Worth Beautiful works to educate and engage Fort Worth residents to take responsibility for improving their community environment. [Learn more about the program »](#)

Deadline to order: April 26

News   

Cowtown Great American Cleanup

The 28th annual citywide litter cleanup runs from 8-11 a.m. Saturday, April 6. Clubs, civic or church groups, neighborhood associations, businesses and individuals can join the cleanup to help keep Fort Worth beautiful.

Last Updated: 2/8/2013

Sign up for winter Master Composter training

The garden may be dormant, but winter is a great time to plan for the spring planting season and lawn care.

Last Updated: 12/28/2012

Recycle this, trash that – it all adds up

The good news is that many Fort Worth residents are recycling. The question is: why aren't more people recycling?

Last Updated: 12/28/2012

Other Programs

- **Adopt-a-Street, Park, Spot or Median:**  
Contact [Cindy Brooks](#) to find out more or start the adoption process.
- **Graffiti Abatement:**  
Visit the Graffiti Abatement website to learn more.
- **Arbor Day, Free Trees and Heritage Trees:**  
Visit the Forestry Section for more information
- **Environmental Education:** Visit the [Neighborhoods](#) website.
- **Special Event Recycling:** Contact [Mark Woolsey](#) to check out recycling bins for special events.

Support KFWB

Help fund Keep Fort Worth Beautiful events and efforts to make Cowtown a clean place to live.

Donate Now

Contact

[Email KFWB](#)

**Phone:**  
817-392-5151



# cowtown Great American Cleanup

The 28th annual citywide litter cleanup runs from 8-11 a.m. Saturday, April 6. Clubs, civic or church groups, neighborhood associations, businesses and individuals can join the cleanup to help keep Fort Worth beautiful.



## Earth Party

After the cleanup, plan to attend Fort Worth's premiere Earth Day event.

The Earth Party runs from 11 a.m. to 2 p.m. April 6 in Sundance Square's Gateway Lot—located on Fifth Street between Throckmorton and Houston streets—and includes family fun, educational booths and activities, prizes and food for cleanup volunteers.

Parking downtown is free on weekends.

| Location                                | Address                  | ZIP Code |
|-----------------------------------------|--------------------------|----------|
| Hazel Harvey Peace Center               | 818 Missouri Ave         | 76104    |
| Lake Arlington, Eugene McCray Park      | 3449 Quail Road          | 76119    |
| Marine Creek Ranch                      | 5403 Paloma Blanca       | 76179    |
| Polytechnic High School                 | 1300 Conner Ave.         | 76105    |
| Tandy Hills Prairie                     | 3600 View St.            | 76103    |
| Bradley Center - Glencrest Civic League | 2601 Timberline Dr.      | 76119    |
| Pond Between Target and Costco          | 5700 Overton Ridge Blvd. | 76132    |
| Fort Worth Nature Center - Service Ctr  | 4600 Broadview Dr.       | 76135    |
| Lake Worth Sailing Club                 | 8900 Sunrise Point Court | 76135    |
| Highland Hills Community Center         | 1600 Glasgow             | 76134    |
| West Fort Worth                         | 2001 Chapel Creek Blvd   | 76108    |
| The Lakes of River Trails               | 2236 Lake Falls Drive    | 76118    |

### Pick up supplies

Cleanup supplies can be picked up (while they last, on a first-come, first-served basis) at the Hazel Harvey Peace Center for Neighborhoods, 818 Missouri Ave.

- Groups registered by March 25 will pick up supplies Thursday, April 4, from noon to 6 p.m.



- If you are registered to volunteer at a city-sponsored site (listed above), your supplies will be available on-site.
- Groups and individuals registered after March 25 may pick up supplies on Friday, April 5, from 8 a.m. to noon.

#### Participate in the Cleanup

Go to your registered cleanup location between 8 and 11 a.m. Saturday, April 6, to pick up litter.

Drop off bagged trash at one of nine sites (map provided in cleanup supplies). Groups cleaning at one of the city-sponsored sites or any City of Fort Worth park can leave trash bags and collected debris on-site.

*For more information, call 817-392-EASY (3279).*

Official Web site of the City of Fort Worth, Texas  
© City of Fort Worth, Texas — All rights reserved.



Group Registration Form *Please print clearly.*

Group Name \_\_\_\_\_

Cleanup Date April 6, 2013

Cleanup Location \_\_\_\_\_

Group Leader or Contact Person \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_

Daytime Phone \_\_\_\_\_

E-mail \_\_\_\_\_

Number of Volunteers: Adults: \_\_\_\_\_ Youth: \_\_\_\_\_

**Step 1** - Return completed registrations by March 25 to help ensure adequate supplies for your group.

**Step 2** - Ensure all volunteers participating in cleanup sign accompanying Release Form and return completed Release Forms no later than 5 days after the cleanup by April 11th.

**Return to:**

Email: [KFWB@FortWorthTexas.Gov](mailto:KFWB@FortWorthTexas.Gov)

or

Fax: 817-392-5170

or

Mailing Address:

**City of Fort Worth**

**Solid Waste Services - CGAC**

**4100 Columbus Trail**

**Fort Worth, TX 76133**

**T-shirts:**

\_\_\_\_\_ Youth Medium

\_\_\_\_\_ Small

\_\_\_\_\_ Medium

\_\_\_\_\_ Large

\_\_\_\_\_ X-Large

\_\_\_\_\_ 2-XL

\_\_\_\_\_ **Total Shirts Requested**

\*All shirts adult sizes except youth medium.

Questions? Call 817-392-3279 or email

[KFWB@FortWorthTexas.Gov](mailto:KFWB@FortWorthTexas.Gov)

[www.FortWorthTexas.gov/KFWB](http://www.FortWorthTexas.gov/KFWB)

**Thanks for helping keep Fort Worth beautiful!**





## Individual Registration Form *Please print clearly.*

Contact Person \_\_\_\_\_

Cleanup Date April 6, 2013

Cleanup Location \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_

Daytime Phone \_\_\_\_\_

E-mail \_\_\_\_\_

**Note: Register by March 25, 2013 to help ensure adequate supplies.**

Email: [KFWB@FortWorthTexas.Gov](mailto:KFWB@FortWorthTexas.Gov) • Fax: 817-392-5170

Mailing Address: **City of Fort Worth, Solid Waste Services - CGAC, 4100 Columbus Trail, Fort Worth, TX 76133**

## Release Form

### Volunteer Release Of Liability, Hold Harmless And Indemnification Agreement

*\* Email [KFWB@FortWorthTexas.Gov](mailto:KFWB@FortWorthTexas.Gov) for Release form in Spanish.*

In consideration of the opportunity to engage in volunteer work during the Cowtown Great American Cleanup, the undersigned, my heirs and assigns, hereby waive all claims for injuries, damages or losses to my person or property which may be caused directly or indirectly, by any act, omission or negligence of the Cowtown Great American Cleanup and/or the City of Fort Worth ("City"), their officers, agents and employees, in the execution of the volunteer work. The undersigned, my heirs and assigns, hereby covenant and agree to indemnify and hold harmless the Cowtown Great American Cleanup and the City, their officers, agents and employees, from any and all costs, charges, claims, demands, losses, damages, causes of action, suits and liabilities of any kind, including the expenses of litigation, court costs and attorney's fees, for injuries to, or the death or illness of any person, or for damage to any property, arising out of or in connection with my involvement in the volunteer work, regardless of whether such injuries, illness, death or damages are reasonably foreseeable or reasonably with the contemplation of the parties to this agreement. The undersigned, my heirs and assigns, hereby further covenant and agree not to sue the Cowtown Great American Cleanup and the City, their officers, agents, and employees for any matter which arises from the execution of the volunteer work.

Volunteer's Printed Name: \_\_\_\_\_

Volunteer's Signature: \_\_\_\_\_

Parent's Signature: \_\_\_\_\_

(if under 18 years of age)

T-Shirt Size: **Youth Sizes:** Med, **Adult Sizes:** Small, Med, Large, XL, 2XL (circle one)

**Questions? Call 817-392-3279 or email [KFWB@FortWorthTexas.Gov](mailto:KFWB@FortWorthTexas.Gov) • [www.FortWorthTexas.gov/KFWB](http://www.FortWorthTexas.gov/KFWB)**

*Thanks for helping keep Fort Worth beautiful!*



# Release Form

## Volunteer Release Of Liability, Hold Harmless And Indemnification Agreement

In consideration of the opportunity to engage in volunteer work during the Cowtown Great American Cleanup, the undersigned, my heirs and assigns, hereby waive all claims for injuries, damages or losses to my person or property which may be caused directly or indirectly, by any act, omission or negligence of the Cowtown Great American Cleanup and/or the City of Fort Worth ("City"), their officers, agents and employees, in the execution of the volunteer work. The undersigned, my heirs and assigns, hereby covenant and agree to indemnify and hold harmless the Cowtown Great American Cleanup and the City, their officers, agents and employees, from any and all costs, charges, claims, demands, losses, damages, causes of action, suits and liabilities of any kind, including the expenses of litigation, court costs and attorney's fees, for injuries to, or the death or illness of any person, or for damage to any property, arising out of or in connection with my involvement in the volunteer work, regardless of whether such injuries, illness, death or damages are reasonably foreseeable or reasonably with the contemplation of the parties to this agreement. The undersigned, my heirs and assigns, hereby further covenant and agree not to sue the Cowtown Great American Cleanup and the City, their officers, agents, and employees for any matter which arises from the execution of the volunteer work.

Group Name:\_\_\_\_\_ April 6, 2013

Group Leader:\_\_\_\_\_ Leader Email or Phone:\_\_\_\_\_

1. Volunteer's Printed Name:\_\_\_\_\_

Volunteer's Signature:\_\_\_\_\_

Parent's Signature:\_\_\_\_\_

(if under 18 years of age)

T-Shirt Size: **Youth Sizes:** Med, **Adult Sizes:** Small, Med, Large, XL, 2XL (circle one)

2. Volunteer's Printed Name:\_\_\_\_\_

Volunteer's Signature:\_\_\_\_\_

Parent's Signature:\_\_\_\_\_

(if under 18 years of age)

T-Shirt Size: **Youth Sizes:** Med, **Adult Sizes:** Small, Med, Large, XL, 2XL (circle one)

3. Volunteer's Printed Name:\_\_\_\_\_

Volunteer's Signature:\_\_\_\_\_

Parent's Signature:\_\_\_\_\_

(if under 18 years of age)

T-Shirt Size: **Youth Sizes:** Med, **Adult Sizes:** Small, Med, Large, XL, 2XL (circle one)

4. Volunteer's Printed Name:\_\_\_\_\_

Volunteer's Signature:\_\_\_\_\_

Parent's Signature:\_\_\_\_\_

(if under 18 years of age)

T-Shirt Size: **Youth Sizes:** Med, **Adult Sizes:** Small, Med, Large, XL, 2XL (circle one)

Signed release form required to receive T-shirt and supplies, while they last. Return Release Form(s) by mail, fax, or email as soon as possible.

**Return to:**

Code Compliance/Solid Waste Services

Keep Fort Worth Beautiful

4100 Columbus Trail

Fort Worth, TX 76133

**Fax:** 817-392-5170    **Email:** KFWB@FortWorthTexas.Gov



- [home](#)
- [signature events](#)
  - [it's my park day](#)
  - [movies in the park](#)
  - [children's programs](#)
  - [yoga in the park](#)
  - [other apf led workdays](#)
- [programs & services](#)
  - [adopt-a-park](#)
  - [park grants program](#)
  - [donation & fund management](#)
  - [advocacy](#)
  - [tools warehouse](#)
- [special initiatives](#)
  - [barton creek trail corp](#)
  - [future forest project](#)
- [calendar](#)
- [blog](#)
- [our parks](#)
- [contact](#)



**Adopt-a-Park**

APF serves as the principal partner for community groups and other organizations wishing to join the City of Austin's Parks and Recreation Department's Adopt-a-Park Program. We host over 90 citizen groups who have agreed to contribute funds and volunteer time towards park improvement projects.

Special projects, as well as typical workdays, are carefully planned through collaboration with PARD staff to ensure that overused and under-funded parks get the attention they need, and that volunteer's efforts are successful.

We guide potential park leaders through the application process, and also provide technical expertise, training, and project management services for more complex projects. **Volunteers are encouraged to borrow tools from our Tool Warehouse**, and to recruit volunteers and financial support for their projects through our website.

The City Parks Department now offers an more information on their [website](#). There you can download forms and apply to be an adopter. Austin Parks Foundation is here to answer questions, advise on projects, and provide resources once you've adopted the park - call us at 477.1566 to find out how we can assist you in the process!

**Consider creating and improving wildlife habitat.** Wildlife Austin promotes the creation and conservation of wildlife habitats through community-wide collaboration and public education, and helps bridge existing city initiatives that encourage a well balanced and healthy urban environment for people and wildlife. Find out more about this city program at [www.keeptaustinwild.com](http://www.keeptaustinwild.com)





## ADOPT-A-PARK PROJECTS OVERVIEW

### **Adopt-a-Park Overview**

Austin Parks and Recreation (PARC) believes that our success depends on the support, assistance, advocacy and enthusiasm of the public as stewards of their parks system. PARC wants to collaborate with partners to find the best practices and strategies to work together to enhance the park system.

The Adopt-a-Park Program is one of the key ways PARC partners with the community and encourages and supports collaboration and stewardship. The goal of the program is to build a sense of community pride and ownership around every park or facility. Park Adopters serve as a key community representative for the park by making an ongoing commitment, organizing a community-based volunteer group and by being inclusive and encouraging and welcoming all park stakeholders that are interested in the park to get involved.

Partners bring volunteers, technical expertise, in-kind donations, and private resources to the parks and that is absolutely needed. But we also recognize that partnerships bring more than resources, they also build ownership, encourage the enthusiasm and passion that partners have for parks they treasure, and ultimately bring greater effectiveness, innovation and creativity to the park system.

### **Adopt-a-Park Projects**

PARC has been working to develop systems and strategies to make this program and all of our collaborative projects as efficient, effective and successful as possible. This document provides an overview of the forms and strategies we are using to stay organized and document all the great work partners are doing through volunteer and community projects.

Adopt-a-Park projects and activities usually fall into two categories: **Volunteer Projects** and **Park Development Projects**.

#### **Volunteer Projects**

These are routine and basic maintenance related projects. Projects are often completed on a single workday, but can also be done on a regular and recurring basis. Volunteer projects generally do not require permitting or involve the Planning Office, are usually overseen by the Park Manager, and are reviewed and approved on a quick turnaround.

Examples include:

- Mulching, Weeding, Watering
- Gardening/Landscaping
- Litter Cleanup
- Painting, graffiti removal, minor repairs
- Manual invasive removal and habitat restoration

#### **Goals for volunteer projects process are to:**

- make sure everyone is aware of the project and on the same page about the details
- keep track of PARC commitments to the project (materials, brush hauling, trash collection etc.)
- make sure we document all the great work volunteers are doing and show our appreciation.

#### **Process for Volunteer Projects**

- Submit a Volunteer Project Proposal Form\* (form on website). If you need guidance or ideas on what needs to be done at the park, your Park Manager can help.
- Park Manager will review and approve the project, arrange and finalize project details with the group and sign the form

- We'll email the signed form back to the group leader. This provides written approval in case anyone questions the group's approval to be working at the park.
- Group Leader has volunteers sign Liability Release (from on website) and completes project
- Group Leader enters volunteer hours on our new online volunteer system (we'll go over this at the Adopt-a-Park mtg, and for those that can't attend we'll provide one-on-one assistance)
- Group leader sends pictures (if they have any) so we can post them on the website and Facebook page to help celebrate your accomplishments

\*The Volunteer Project Proposal Form is a pdf that can be completed and submitted via email. The form can also be signed electronically and returned to the group via email. The intent is that this is just as fast and efficient as sending emails, provides documentation, but causes no delays.

\*\* For regular and recurring maintenance workdays that have the same or similar tasks each time (ie monthly gardening, weeding or mulching), groups do not need to fill out a form each time. We can do a single form with a longer timeframe (eg: one year), include the general scope, and the group can provide notice with details in advance of the workday.

\*\*\* All forms are on the PARD website at <http://www.austintexas.gov/parks/adoptapark.htm>

### **Park Development Improvement Projects**

These are more complicated park improvement and construction projects. Projects typically involve permitting and/or construction and involve the Planning Office. Review and approval involves staff in multiple PARD divisions and can take up to 4 weeks.

Examples include:

- Park Equipment/Amenity Installation (benches, tables etc)
- Park Feature Construction (eg. Picnic pavilion)
- Landscaping/Site Design and Implementation
- Trail Construction/Enhancement

### **Process for Park Development Projects**

- Discuss your project concept with PARD staff in advance (highly encouraged)
- Submit a Community Initiated Improvement Project Application (form on website)
- PARD review and approval of project
- Project Implementation



## VOLUNTEER PROJECT PROPOSAL

The Volunteer Program invites community and business groups to partner with Austin Parks & Recreation (PARD) to help maintain Austin parks. We have a list of maintenance projects that make great volunteer projects. If you would like to propose a volunteer project that is not on our list please use this form to make the request.

**PLEASE NOTE: Volunteers are not allowed to use power tools or chemicals, nor to do tree work unless specifically authorized and a Public Tree Care Permit has been issued.**

### CONTACT INFORMATION

Contact Name: \_\_\_\_\_ Group/Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Phone Number: \_\_\_\_\_ E-Mail: \_\_\_\_\_

### PROJECT DETAILS

Park where work will be done: \_\_\_\_\_  
Date(s) of proposed work: \_\_\_\_\_ Time(s): \_\_\_\_\_  
Number of people expected: \_\_\_\_\_  
Project Description: \_\_\_\_\_

**PARD Roles/Resources:**  
**Describe what, if anything, you are requesting for PARD's Participation/Contribution including staff support, materials, trash collection, brush removal etc.** (PARD will make every effort to support approved projects, however due to limited resources support for projects may not be possible)

### **Project Notes/Comments:**

**Volunteer Project Proposal forms must be received at least 30 days before your proposed project date in order for Austin Parks & Recreation to review and approve the project and work with you to coordinate the details.**  
(Exceptions can be considered for small projects that require limited coordination and PARD involvement)

### APPROVALS:

Site Manager: Name \_\_\_\_\_ Signature: \_\_\_\_\_  
Urban Forestry Program: Name \_\_\_\_\_ Signature: \_\_\_\_\_  
Volunteer Program: Name \_\_\_\_\_ Signature: \_\_\_\_\_

**Please submit request to:**  
**Email:** parksvolunteer@austintexas.gov • **P:** 512.974.6770 • **F:** 512. 974.6756  
Austin Parks & Recreation • 200 S Lamar Blvd., Austin, TX 78704 • Attn: Volunteer Program



## Liability Release

**Liability Release**  
Thank you for volunteering for Austin Parks & Recreation!



In consideration of volunteer being allowed to provide a service for the City of Austin, Texas, from any action, claim or demand for personal injury, death or damages caused by the City's gross negligence. In the event the City or volunteer provides transportation for undersigned hereby releases the City, its employees and agents, from any action, claim or demand for personal injury, death or damages caused by the City's gross negligence. This release shall have no effect with loss arising from or due to any negligent act or omission of the City or volunteer provides transportation for undersigned hereby releases the City, its employees and agents, from any action, claim or demand for personal injury, death or damages caused by the City's gross negligence. In the event the City or volunteer provides transportation for undersigned hereby releases the City, its employees and agents, from any action, claim or demand for personal injury, death or damages caused by the City's gross negligence. This release shall have no effect with

|                                                                                                                                                                                                                                                                                                         | Signature | Email Address | Phone Number |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|---------------|--------------|
| <p>regard to damages caused by the child's actions. Permission is given for any employee driver from any and all liability. Permission is given for the expense of medical treatment of services might become necessary. I agree to be responsible for the expense of medical treatment of services</p> |           |               |              |

[illegible]



# Liability Release

**Liability Release:**  
Thank you for volunteering for Austin Parks & Recreation:

In consideration of volunteer being allowed to provide a service for the City of Austin Parks and Recreation Department, the undersigned hereby releases the City, its employees and agents, from any action, claim or demand for personal injury or property loss arising from or due to any negligent act or omission of the City, its agents or employees. This release shall have no effect with regard to damages caused by the City's gross negligence. In the event the City or volunteer provides transportation for himself/herself or if his/her child is volunteering, this waiver and release shall extend to and release the volunteer driver or City employee driver from any and all liability. Permission is given for any emergency medical treatment, operation or anesthesia which might become necessary. I agree to be responsible for the expense of medical treatment or service.

|               |              |
|---------------|--------------|
| Email Address | Phone Number |
|---------------|--------------|

[illegible]



COMMUNITY INITIATED IMPROVEMENT PROJECT  
APPLICATION

Community Initiated Improvement Projects provide a process for partners to raise funds and in-kind contributions in order to design and build improvements projects at Austin Parks and Recreation (PARD) parks and facilities that are in alignment with PARD plans and strategic priorities.

Include as much detail as possible in your proposal so that it can be review accurately.

CONTACT INFORMATION

|                |               |
|----------------|---------------|
| Contact Name:  | Organization: |
| Address:       |               |
| City/State/Zip |               |
| Phone Number:  | E-Mail:       |
| Website        |               |

Location information

Park name:

Project summary

Provide a description of the proposed improvement. Please provide some information about size and materials.

Applicable Dates

Proposed Start Date:                      Expected Completion Date:

Results and Benefits

Desired Outcome or End Results  
Description of Benefit to the Public:  
What would be the Benefit(s) to PARD:

Project funding

What do you estimate the cost of the proposed project?  
How did you arrive at this figure?  
What is your proposed source of funding?

PARD Roles and Resources

Describe what, if anything, you are requesting for PARD’s Participation/Contribution:

Support

Is there community support for the project from the neighborhood association, local school principals, other park user groups, etc? Please list.  
*\*There is no need to collect letters of support at this time, but we ask for documented support in the future.*

Send this form along with any drawings, plans, photos or supporting documents to:

Austin Parks & Recreation  
200 South Lamar, Austin TX 78705  
Attn: Development Administrator  
Email: pardpartnerships@ci.austin.tx.us • Fax: 512.974.6756



**Austin Parks and Recreation  
Community Initiated Improvement Projects**

Community Initiated Improvement Projects provide a process for partners to raise funds and in-kind contributions in order to design and build improvements projects at Austin Parks and Recreation (PARD) parks and facilities that are in alignment with PARD plans and strategic priorities.

**Review Process**

**1. Submit Community initiated Improvement Application**

- a. Group may submit a concept in order to get PARD feedback on support for project concept before investing time and resources in developing a full proposal
- b. Group may submit a full project proposal

**2. PARD Review**

The review committee will consider the following criteria:

- a. Alignment with PARD mission and goals
- b. Alignment with PARD policies
- c. Alignment with PARD Long-range plans for park
- d. Impact on PARD Resources (staff, funds, resources)
- e. Impact on Park Maintenance
- f. Likelihood of Community Support
- g. Impact on existing park users
- h. PARD Current Work Program

**3. Negotiate Agreement**

- a. Develop scope, costs, budget, roles and responsibilities, design standards and liability requirements. Budget considerations include the cost of design, engineering, materials, installation and maintenance as well as PARD staff time and maintenance needs.

**4. Notification/Public Involvement**

- a. Determine the type of notification for the project. For all projects notify any Adopt-a-Park groups. Other options include posting on PARD website, notice in park kiosk, a temporary sign in the park, notification of neighborhood associations in the area.

**5. Project Implementation**

- a. PARD staff works with community group to ensure that project is completed according to park standards and in a way that is sensitive to all users.

**6. Project Tracking and Reporting**

- a. Track and documents all community group and PARD resources dedicated to the project
- b. If maintenance or other obligations are not being met, or if necessary due to safety or other reasons, PARD may at its sole discretion remove the improvement



# Adopt-a-Park Partners

| Park Name                                    | Adopt-a-Park Group Name                                   |
|----------------------------------------------|-----------------------------------------------------------|
| Adams-Hemphill Park                          | North University Neighborhood Association                 |
| Armadillo Park                               | Woodhue Community Neighborhood Watch                      |
| Auditorium Shores Off Leash Area             | <i>name tbd</i>                                           |
| Balcones District Park                       | Walnut Crossing and Millwood Neighborhood Associations    |
| Bartholomew District Park                    | Windsor Park Neighborhood Association                     |
| Barton Creek Greenbelt                       | Barton Hills Neighborhood Association/Greenbelt Guardians |
| Barton Hills School Park                     | Barton Hills Neighborhood Association                     |
| Barton Springs Pool                          | Friends of Barton Springs Pool                            |
| Bauerle Ranch Park                           | Friends of Bauerle Ranch Park                             |
| Beverly S. Sheffield Northwest District Park | Allandale Neighborhood Association                        |
| Big Stacy Park                               | South River City Citizens                                 |
| Blunn Creek Preserve                         | Blunn Creek Partnership                                   |
| Boggy Creek Greenbelt                        | Rosewood/Glen Oaks Neighborhood Association               |
| Boggy Creek Greenbelt - Northwestern         | Creek People                                              |
| Brentwood Park                               | Friends of Brentwood Park                                 |
| Brownie Park                                 | North Lamar Contact Team                                  |
| Bull Creek District Park                     | Bull Creek Foundation                                     |
| Cherrywood Pocket Park                       | Cherrywood Neighborhood Association                       |
| Chestnut Park                                | Chestnut Addition Neighborhood Association (CANA)         |
| Circle C Ranch Disc Golf                     | <i>name tbd</i>                                           |
| Comal Park                                   | East Cesar Chavez Planning Team                           |
| Commons Ford Metro Park - Prairie            | Commons Ford Prairie Restoration Organization             |
| Convict Hill Quarry Park                     | Friends of Convict Hill Quarry Park                       |
| Copperfield Nature Trail                     | Friends of Copperfield Nature Trails                      |
| Country Club Creek Trail                     | Southeast Austin Trails and Greenway Alliance (SEATAG)    |
| Davis White Northeast District Park & OLA    | LBJ Neighborhood Association                              |
| Deep Eddy Pool                               | Friends of Deep Eddy Pool                                 |
| Dick Nichols District Park                   | Friends of Dick Nichols Park                              |
| Duncan Park BMX Park                         | 9th Street Locals                                         |
| Eastwoods Park                               | Eastwoods Neighborhood Association                        |

|                                          |                                                   |
|------------------------------------------|---------------------------------------------------|
| Far West Off Leash Area                  | Allandale Neighborhood Association                |
| Gaines Creek Park                        | Travis Country Community Service Assoc. - TCCSA   |
| Great Hills Park                         | Great Hills Park Committee                        |
| JJ Seabrook Greenbelt                    | JJ Seabrook Neighborhood Association              |
| Kealing Park                             | Kealing Neighborhood Association                  |
| Little Stacy Park                        | South River City Citizens                         |
| Little Zilker Park                       | Friends of Little Zilker Park                     |
| Mary Baylor Park                         | Friends of Mary Baylor Park                       |
| Mary Dawson Park                         | Bouldin Creek Neighborhood Association            |
| Mary Moore Searight Metro Park Disc Golf | South Austin Disc Golf Association                |
| Mary Moore Searight Metro Park & OLA     | Friends of Mary Moore Searight Park               |
| Mayfield Park                            | Mayfield Community Project                        |
| Mayfield Preserve                        | Friends of Mayfield Preserve                      |
| Mount Bonnell at Covert Park             | West Point Society                                |
| Nicholas Dawson Park                     | Bouldin Creek Neighborhood Association            |
| North Acres Park                         | Heritage Hill-Woodbridge Neighborhood Association |
| North Star Greenbelt                     | Gracywoods Neighborhood Association               |
| Norwood Park Off Leash Area              | <i>name tbd</i>                                   |
| Oakwood Cemetery                         | Save Austin's Cemeteries                          |
| Onion Creek Off Leash Area               | Friends of Onion Creek                            |
| Parker Lane Park                         | Friends of Parker Lane Park                       |
| Patterson Park                           | Friends of Patterson Park                         |
| Pease District Park                      | Pease Park Conservancy                            |
| Perry Park                               | Friends of Perry Park                             |
| Quail Creek Park                         | North Austin Civic Association (NACA)             |
| Ramsey Park                              | Rosedale Neighborhood Association                 |
| Red Bud Isle                             | Friends of Red Bud Isle                           |
| Ron Rigsby Park                          | Quail Creek Garden Club                           |
| Roy G Guerrero Colorado River Disc Golf  | Waterloo Disc Golf Association                    |
| Schroeter Park                           | Mesa Park Neighborhood Association                |
| Scofield Farms Park                      | Scofield Farms HOA Park Committee                 |
| Shipe Park                               | Friends of Shipe Park                             |
| Springdale Park                          | Friends of Springdale Park                        |
| Springfield Park                         |                                                   |
| Swede Hill Pocket Park                   | Swede Hill Neighborhood Association               |
| Tarrytown Park                           | Friends of Tarrytown Park                         |
| Upper Bull Creek Greenbelt               | Bull Creek Foundation                             |
| Veloway                                  | Hill Country Inline Club                          |
| Walnut Creek Greenbelt - Walnut Bluffs   | Walnut Creek Neighborhood Association             |

|                                                   |                                            |
|---------------------------------------------------|--------------------------------------------|
| Walnut Creek Metro Park Off Leash Area            | <i>name tbd</i>                            |
| Walsh Boat Landing                                | Friends of Walsh Boat Landing              |
| West Austin Park                                  | Friends of West Austin Park                |
| West Austin Park Off Leash Area                   | Canine Social Club                         |
| West Bouldin Creek Greenbelt                      | Bouldin Creek Neighborhood Association     |
| West Enfield Park                                 | Friends of West Enfield Park               |
| Williamson Creek Central Greenbelt – Emerald Wood | Southwood Neighborhood Association         |
| Williamson Creek Central Greenbelt– Heartwood     | Friends of Williamson Creek (Central)      |
| Williamson Creek East Greenbelt                   | Friends of Williamson Creek (East)         |
| Wooten Park                                       | Wooten Neighborhood Association            |
| Yett Creek Park                                   | Angus Valley Area Neighborhood Association |
| Zilker Botanical Garden                           | Austin Area Garden Council (AAGC)          |
| Zilker Off Leash Area                             | <i>name tbd</i>                            |



## ADOPT-A-BENCH APPLICATION

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-Mail: \_\_\_\_\_

**Park Bench with Plaque: \$2,400**

### Bench Site Request:

Site requested\*: \_\_\_\_\_

Alternative Site\* \_\_\_\_\_

*\*Benches are installed where there is an operational need. Please note: The Lady Bird Lake Hike and Bike Trail and Butler Park are currently full and the memorial benches are not installed at Zilker Park or Auditorium Shores.*

### Certificate Inscription:

Plaque Language: Plaque language is subject to approval by Austin Parks & Recreation.

Suggested Language is:

Dedicated to  
(Name)  
(Date)

Plaque Inscription Request:

Line 1: \_\_\_\_\_

Line 2: \_\_\_\_\_

Line 3: \_\_\_\_\_

\*The plaque can fit approx 30 characters per line

### Payment Information:

Send this form along with your donation in the form of a check made out to:

City of Austin

Mail to: Parks and Recreation Department  
Attention: Adopt-a-Bench Program  
200 South Lamar Blvd.  
Austin, TX 78704-1099

Thank you for your donation. If you have any questions please contact PARD at [pardpartnerships@austintexas.gov](mailto:pardpartnerships@austintexas.gov) or 512-974-6777.



The

City of Houston

Official Site for Houston, Texas

By Website...

SEARCH

By Zip Code...

MY ZIP

Home

I Want To...

Government

Residents

Business

Departments

Visitors

En Espanol

www.houstontx.gov > Parks > HPARD Adoption Programs

Share

Houston Parks and Recreation Department

Community Projects Links

Community Projects Overview

Park Adoption Programs

A.S.A.P

Healthy Kids

Media

Internships

Partnerships

Summer Food Service Program

Urban Gardening

Volunteers

HPARD Job Opportunities

Department Links

Home

Art in Parks

About

Art in Parks by Artist

Art in Parks by Title

Parks

Sports & Recreation Activities

Pools

Tennis

Golf

Trails

Skate Parks

Fitness Centers

Summer Food Program

Calendar

Community Centers & Facilities

Community Projects

Urban Forestry

Urban Gardening

Natural Areas & Native Vegetation

Rentals Permits

Reports & Publications

About Us

Media

Contact Us

Site Map

H.P.A.R.D. Adoption Programs




H.P.A.R.D.'s Adoption Programs are a great way to show your pride & commitment to Houston's parks & green spaces. Whether you are an individual, group, or business interested in active community involvement, we have a program that will fit your desire to improve the quality of our park system & public land.

There are 4 different Adoption Programs for you to choose from: Adopt-A-Park, Adopt-An-Esplanade, Adopt-A-Sports Field, and Adopt-A-Library Green Space. Regardless of the program you choose, your involvement helps us all by making Houston parks & green spaces places that we're all proud of!

Contact:

Marilu De La Fuente

Information:

832.395.7029

Email:

Marilu.delafuente@houstontx.gov

Adopt-A-Park

This adoption program welcomes individuals, homeowners, associations & civic groups interested in providing long-term support for the maintenance & aesthetic quality of a park. Term of agreement is 2-3 years.

Adopt-An-Esplanade

This adoption program welcomes individuals, homeowners, associations & civic groups interested in providing long-term support for the maintenance & aesthetic quality of esplanades/medians. Term is perpetual, provided adoptee maintains esplanades/medians free of trash, mowed, and edged.

Adopt-A-Sports Field

This adoption program welcomes organizations or individuals who wish to adopt a sports field in lieu of paying permitting fees associated with the use of ball fields. This adoption is available for youth leagues only. The term is for 6 months (January-June & July-December). The adoptee is responsible for all maintenance related to the sports field for the entire 6-month period.

Adopt-A-Library Green Space

This adoption program welcomes individuals, homeowners, associations, and civic groups interested in providing long-term support for the maintenance & aesthetic quality of library grounds. Term is 1-year minimum.



# Adopt a Spot Applicant Log 02/26/2013

| Starting Date | Name/Group                            | First Name | Last Name  | Number       | Email                                        | Location/Task                                                                                                                           | Paperwork | Sign                                                                                                               | APPROVED | Sign Install                               |
|---------------|---------------------------------------|------------|------------|--------------|----------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|-----------|--------------------------------------------------------------------------------------------------------------------|----------|--------------------------------------------|
| 5/1/2012      | Beard Family                          | Darin      | Beard      | 214-422-7496 | beccabeard@verizon.net                       | Colony Park - Litter control                                                                                                            | ✓         | Adopted by Beard Family                                                                                            | X        | installed by Park Staff 11/14/12           |
| 5/1/2012      | Brickman Group                        | Jason      | Crisanti   | 469-467-9581 | Jason.Crisanti@brickmangroup.com             | Spring Lake Park - ampitheater, litter and bed maintenance                                                                              | ✓*        | Adopted by Brickman                                                                                                | X        | installed by Park Staff 11/14/12           |
| 5/1/2012      | Brosi                                 | Kevin      | Brosi      | 972-355-8544 | kevinbrosi@ieee.org/kbrosi@cisco.com         | Donald Trail (C4J-C4K) - Litter control                                                                                                 | ✓         | Adopted by Brosi Family                                                                                            | X        | installed by Park Staff 11/14/12           |
| 5/1/2012      | Burk                                  | Jeff       | Burk       | 817-854-0668 | burkla@tx.rr.com;<br>jburk@fortress.com      | Scenic Drive                                                                                                                            | ✓         | Adopted by The Burk Family                                                                                         | X        | has to be installed by Traffic Dept.       |
| 5/1/2012      | Cub Scout Pack 3040                   | Jessica    | Harris     | 254-289-7876 | tjharris1@verizon.net                        | Bluebonnet Park - repainting sign, landscaping, & litter control                                                                        | ✓*        | Cub Scout Pak 3040 Sign in Place                                                                                   | X        | No sign in place                           |
| 5/1/2012      | Duffy                                 | Tom        | Duffy      | 818-888-2694 | duffy0728@sbcglobal.net                      | Thrush Park                                                                                                                             | ✓         | Adopted by The Duffy Family                                                                                        | X        | installed by Park Staff 11/14/12           |
| 5/1/2012      | Faith Lutheran Church                 | Leslie     | Auers      | 972-317-0643 | fortedcf@grandecom.net                       | Waketon Rd from Morriss Rd to 2499 - Litter control                                                                                     |           | Still waiting on application/called again 4/22                                                                     |          | no sign made                               |
| 5/1/2012      | Girl Scout Troop 2182                 | Deborah    | Horvath    | 972-899-2020 | ta_dah@verizon.net                           | Staton Oak Park                                                                                                                         | ✓         | Girl Scout Troop 2182                                                                                              | X        | installed by Park Staff 11/14/12           |
| 5/1/2012      | Greater Lewisville Newcomers Club     | Rebecca    | Bertoni    | 972-539-3918 | becky.bertoni@gmail.com                      | Green Acres Farm (Flower Beds) - clean out, thin and replant irises                                                                     | ✓         | Sign already in place but want moved to under 3rd tree by picnic table which is in view of the Monarch Way Station | X        | installed by Park Staff 11/14/12           |
| 5/1/2012      | Hofmeister Family                     | Maggie     | Hofmeister | 972-841-7490 | bmhoffy@verizon.net                          | Stone Creek Basketball Court - Litter pickup, grounds maintenance                                                                       | ✓         | Sign already in place                                                                                              | X        | Sign already in place                      |
| 5/1/2012      | Humane Society of Flower Mound        | Cindy      | Van Ness   | 214-460-7058 | cinvn@tx.rr.com                              | Parker Square Park - Litter Control                                                                                                     | ✓*        | Humane Society of Flower Mound - their sign should be by trail/pond                                                | X        | no sign made                               |
| 5/1/2012      | Islamic Assoc of Flower Mound (IALFM) | Shaheed    | Lugman     | 408-242-7919 | ShaheedL@gmail.com<br>yousufhass@yahoo.com   | Peter's Colony RoadStretch in front of Mosque                                                                                           | ✓         | Muslim Youth of IALFM                                                                                              | X        | has to be installed by Traffic Dept.       |
| 5/1/2012      | Jenuwine                              | Irene      | Jenuwine   | 972-53-3072  | ajenuwine@verizon.com                        | Wilkerson                                                                                                                               | ✓         | Jenuwine Family                                                                                                    | X        | installed by Park Staff 11/14/12           |
| 5/1/2012      | Keep Flower Mound Beautiful           | Marilyn    | Lawson     | 972-900-5549 | info@kfmb.org                                | Parker Square Monument - Beautifying by maintaining flower bed around monument and litter pickup                                        | ✓         | Sign should be by stone monument - responsible for the beds around the sign only                                   | X        | installed by Park Staff 11/14/12           |
| 5/1/2012      | Lawson                                | Pat        | Lawson     | 214-415-9604 | plawson87@aol.com;<br>mllawson87@hotmail.com | Wichita Trail from Simmons to Peninsula                                                                                                 | ✓         | The Lawson Family                                                                                                  | X        | Under Construction cannot install the sign |
| 5/1/2012      | Lawson Family                         | Brenda     | Lawson     | 469-742-3122 | microchimp7@yahoo.com                        | Tudor from 3040 to Bershire - planted trees in past, litter control                                                                     | ✓         | The Lawson Family                                                                                                  | X        | sign already in place                      |
| 5/1/2012      | Le Family                             | Suzanne    | Le         | 214-507-6430 | dallassuzie@gmail.com                        | Possum Park - Beautification at park signage, litter control                                                                            | ✓         | The Le Family                                                                                                      | X        | installed by Park Staff 11/14/12           |
| 5/1/2012      | Scott Family                          | Tracy      | Scott      | 214-493-8300 | rmscott_75077@yahoo.com                      | Prairie Trail Park - Litter Control                                                                                                     | ✓         | Sign already in place                                                                                              | X        | Sign already in place                      |
| 5/1/2012      | Smith                                 | Travis     | Smith      | 972-571-0235 | wtsmith5@msn.com                             | Creek bordered by (north) Sagebrush, (south) Firewheel, (east) Brookhollow - care and debris from creek bed and associated walking path | ✓         | Smith Family & Friends                                                                                             | X        | installed by Park Staff 11/14/12           |
| 5/1/2012      | Team Athletics Baseball               | Jay        | Blackburn  | 214-674-8069 | jay.blackburn@citi.com                       | Rheudasil Park - Litter control                                                                                                         | ✓         | Team Athletics Baseball                                                                                            | X        | installed by Park Staff 11/14/12           |
|               |                                       | Anne       | Heller     | 972-510-4905 | ah.3boys@yahoo.com                           | Donald Elementary                                                                                                                       | ✓         | The Heller Family                                                                                                  | X        |                                            |
|               |                                       | Alison     | Covert     | 972-691-1501 |                                              | Cardinal Drive                                                                                                                          | ✓         | The Covert Family                                                                                                  | X        |                                            |



**Date:** April 3, 2013

**Agenda Item No:** REPORTS/ANNOUNCEMENTS - A.

---

**I. Subject:**

City Wide Cleanup

**II. Originated by:**

**III. Summary:**

The Citywide Cleanup will take place on Saturday April 27th from 8 am - 12:00 pm at the C&D Landfill

**IV. Recommendation:**

None

**V. Alternative Actions:**

**VI. Attachments:**



**Date:** April 3, 2013

**Agenda Item No:** REPORTS/ANNOUNCEMENTS - B.

---

**I. Subject:**

Updates on the Butterfly Garden from KKB

**II. Originated by:**

**III. Summary:**

Will will receive an update from KKB members Michael Chandler and Stephen Brim

**IV. Recommendation:**

None

**V. Alternative Actions:**

**VI. Attachments:**



**Date:** April 3, 2013

**Agenda Item No:** REPORTS/ANNOUNCEMENTS - C.

---

**I. Subject:**

Garage Sale

**II. Originated by:**

**III. Summary:**

Local garage sales will take place all over the city beginning on April 19-20th.

**IV. Recommendation:**

None

**V. Alternative Actions:**

**VI. Attachments:**



**Date:** April 3, 2013

**Agenda Item No:** REPORTS/ANNOUNCEMENTS - D.

---

**I. Subject:**

Splash Pad Opens

**II. Originated by:**

**III. Summary:**

**IV. Recommendation:**

None

**V. Alternative Actions:**

**VI. Attachments:**