KEEP KENNEDALE BEAUTIFUL

KEEP KENNEDALE BEAUTIFUL COMMISSION

AGENDA
REGULAR MEETING
April 9, 2013
CITY HALL CONFERENCE ROOM, 405 MUNICIPAL DRIVE

REGULAR SESSION - 6:00 PM

I. CALL TO ORDER

II. ROLL CALL

III. MINUTES APPROVAL

A. Consider action to approve minutes for March 12, 2013

IV. VISITOR/CITIZENS FORUM

At this time, any person with business before the Keep Kennedale Beautiful Commission may speak to the Commission. All comments must be directed towards the Chair, rather than individual commissioners or staff. All speakers must limit their comments to subject matter relating to the commission. No formal action can be taken on these items.

V. REGULAR ITEMS

A. Discuss and approve action for the selection of plants for the bird/butterfly garden spring planting

B. Discuss and de-brief Spring Clean event held March 30, 2013

C. Discuss and consider action to approve participation in the National Kids to Park Day, May 18, 2013

D. Discuss and consider approval of future events scheduled for Keep Kennedale Beautiful

VI. REPORTS/ANNOUNCEMENTS

A. Public Works entrance sign will be planted on April 13, 2013

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 Cirmo, City Secretary, at 817.985.2104 or (TDD) 1.800.735.2989

CERTIFICATION

I certify that a copy of the April 9, 2013, Keep Kennedale Beautiful Commission 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.

_____

Kelly Cooper, KKB Staff Liaison

KEEP KENNEDALE BEAUTIFUL

Staff Report to the Commissioners

Date: April 9, 2013

Agenda Item No: MINUTES APPROVAL - A.

I. Subject:
Consider action to approve minutes for March 12, 2013

II. Originated by:

Larry Hoover, Streets and Parks Supervisor

III. Summary:
The minutes are attached for your review and approval as prepared by Board Secretary Wilda Turner.

IV. Recommendation:
Approve

V. Attachments:

1.	KKB March 12 Minutes	March 2013.doc

Keep Kennedale Beautiful

Meeting Minutes of March 12, 2013

I. Call to order 6:02pm

II. Members Present: Michael Chandler
Vickie Chandler
LaCresha Sanders
Laurie Sanders
Stephen Brim
Rachel Rogers
Wilda Turner
Larry Hoover, Streets and Parks Superintendent

III. Motion to approve the minutes of February 11, 2013 with the correction in V. Regular Items, B. from Larry Hoover to Larry Ledbetter by LaCresha Sanders, second by Stephen Brim. Motion carried.

IV. Visitor/Citizens Forum – None

V. Regular Items

A. Bird/Butterfly Garden spring planting to be on April 13, 2013 from 10am – 12pm. We will purchase 2 lantanas, 3 salvia greggi plants, 18 coneflowers, 12 blackeyed susans, 8 dusty millers, 2 joe pye plants, compost, expanded shale and pine straw mulch. Michael will get prices from Stegall's Nursery. The path and the area for the bench will be lined with a fabric, crushed rocks (type to be determined) and stepping stones. Stephen will communicate with Rachel Roberts regarding signs for the garden. The Boy Scouts, Outdoor Club, Face Book, and the city newsletter will be used for assistance and advertising.

B. Art in the Park Festival – We are to assist in the clean-up beginning at 3:30pm on April 7, 2013.

C. Public Works entrance sign – Larry Hoover and Michael will proceed with the work plan.

D. Spring Clean – March 30, 2013 – We will proceed with directing traffic, etc. as we did at the previous cleaning event. Workers/volunteers to arrive at 8am.

E., F., G., Tabled

VI. Reports/Announcements – Larry needs a plan for the northwest bed area in Town Center Park.

VII. Adjourned 7:48pm

KEEP KENNEDALE BEAUTIFUL

Staff Report to the Commissioners

Date: April 9, 2013

Agenda Item No: REGULAR ITEMS - A.

I. Subject:
Discuss and approve action for the selection of plants for the bird/butterfly garden spring planting

II. Originated by:

Larry Hoover, Streets and Parks Supervisor

III. Summary:
In preparation for the spring planting to occur on April 20, 2013, the board needs to finalize the plant list, discuss time to meet and who will be in attendance to assist.

If volunteer will be helping, please make sure everyone signs in and we track volunteer hours by everyone in attendance, whether it is boy scouts, adults, or city staff. This is needed for our affiliation with KTB and Tree City USA.

IV. Recommendation:
Approve

V. Attachments:

1.	Bird/Butterfly Garden Plant List	April 20 Plant List.pdf

1st Planting

Dwarf Yaupon Holly (Ilex Vomitoria “Nana”) – 6

Vitex (Vitex Agnus-Castus) – 1

Sweet Olive (Osmanthus Fragrans) – 1

Gregg’s Mist (Conoclinium Greggii) – 1

Kaleidoscope Abelia (Abelia x Grandiflora) – 2

Texas Sage Silverado (Leucophyllum Frutescens “Silverado”) – 2

Flame Acanthus (Anisacanthus Quadrifidus) – 1

Anthony Waterer Spirea (Spiraea x Bumulda “Anthony Waterer”) – 2

2nd Planting

Salvia Greggii (Salvia Greggii) – 3

New Gold Lantana (Lantana Camara “New Gold”) – 2

Double Purple Coneflower (Echinacea Purpurea “Doppelganger”) – 18

Dusty Miller (Senecia Cineraria “Cirrus”) – 8

Joe Pye Weed (Eutrochium Purpureum) – 2

Black Eyed Susan (Rudbeckia Hirta “Indian Summer”) – 12

KEEP KENNEDALE BEAUTIFUL

Staff Report to the Commissioners

Date: April 9, 2013

Agenda Item No: REGULAR ITEMS - B.

I. Subject:
Discuss and de-brief Spring Clean event held March 30, 2013

II. Originated by:

Larry Hoover, Streets and Parks Supervisor

III. Summary:
This item provides an opportunity for the committee to review the Spring Clean event to discuss what went well and suggestions for improving the event next year.

Remind whoever took pictures to provide to the city for inclusion in the photo gallery and on the website.

IV. Recommendation:
None

V. Attachments:

KEEP KENNEDALE BEAUTIFUL

Staff Report to the Commissioners

Date: April 9, 2013

Agenda Item No: REGULAR ITEMS - C.

I. Subject:
Discuss and consider action to approve participation in the National Kids to Park Day, May 18, 2013

II. Originated by:

Larry Hoover, Streets and Parks Supervisor

III. Summary:
National Kids to Park Day is May 18, 2013. The Park and Recreation Board will be hosting the event at Sonora Park and includes a Kid's Fish and Bark in the Park events.

The committee should consider whether or not you would like to have a booth at the event, and if so, what would you like to have in your booth. It may be possible to request some of the educational water models from Arlington or another option is to promote the It's A Bag's life campaign by providing the magnets, pins, etc. left over from last year's Art in the Park event.

IV. Recommendation:
Approve

V. Attachments:

KEEP KENNEDALE BEAUTIFUL

Staff Report to the Commissioners

Date: April 9, 2013

Agenda Item No: REGULAR ITEMS - D.

I. Subject:
Discuss and consider approval of future events scheduled for Keep Kennedale Beautiful

II. Originated by:

Larry Hoover, Streets and Parks Supervisor

III. Summary:
This item is to give the board an update regarding upcoming events and an opportunity to discuss details associated with those events as necessary. The Board should keep in mind that it is necessary to have a trash clean-up such as Don't Mess with Texas or the Great American Clean-up or some other litter prevention clean-up to qualify for the affiliation with KTB.

1. Tree Planting and Arbor Day Celebration. We discussed in previous months, rounding up acorn starts, planting them and then replanting them in Roger's Farm park sometime this fall. This would coincide nicely with an Arbor Day Celebration and perhaps could provide some type of educational event with the planting.

2. Citywide Clean-up is scheduled for April 27, 2013. Does KKB want to provide support for this event in some way?

3. Bring-It Event is scheduled for October 19, 2013

4. Geo-Caching Type Event in coordination with the Arlington Watershed project - date to be determined if you are interested.

5. Possibly working to establish an Adopt a Park or Adopt a Street Program

IV. Recommendation:
Approve

V. Attachments:

1.	Adopt a Park/Spot Information	ADOPT A PARK INFORMATION.pdf
2.	Adopt a Spot Start Up Information	Adopt-a- Spot start-up information.pdf

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
McKINNEY TEXAS
Unique by nature.
Office of Environmental Stewardship &
Parks, Recreation & Open Space
www.mckinneytexas.org

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

McKINNEY™ TEXAS Unique by nature.℠ | 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**

MM DD YYYY

please enter MM/DD/YY ☐ / ☐ / ☐

*** 2. Which Park?**

*** 3. Group Name**
Girl Scout Troop #
Green Club @ (School)

*** 4. Time spent cleaning park**

HH MM AM/PM

X hours and minutes ☐ : ☐ -

*** 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					
Near Athletic Field					
In Open Areas					
Near Trash Bins					
In Parking Lot					
Throught neighborhood					

Other (please specify)

***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					
Near Athletic Field					
In Open Areas					
Near Trash Bins					
In Parking Lot					
Throught neighborhood					

Other (please specify)

***8. Number of bags collected**

Black Bags (Trash)

Blue Bags (Recyclables)

***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!

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

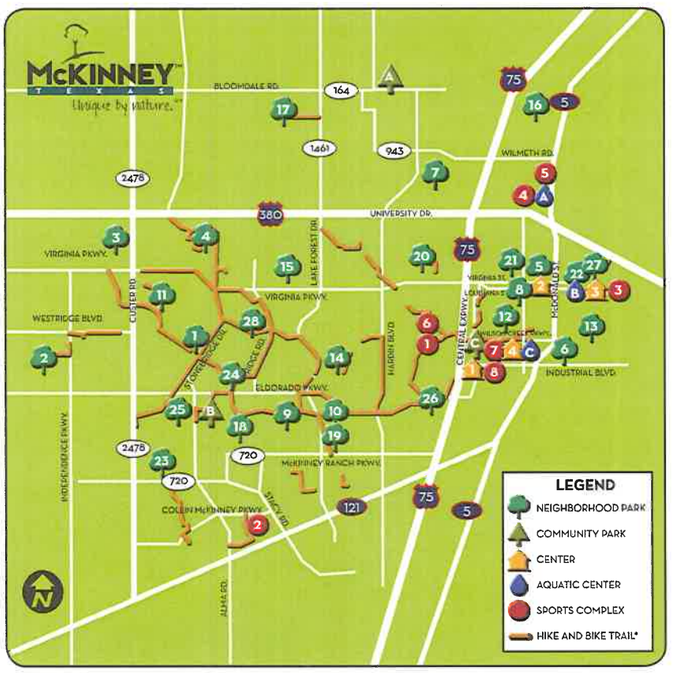
Please immediately report any of the following:
- Broken glass, medical waste such as syringes or hypodermic needles
- Graffiti
- Exceptionally large, heavy items. Debris which can not be placed in trash containers/bags
- Safety hazards- example: broken equipment or tables.
- Need for special lawn maintenance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

Report to: Tim White
Parks Maintenance Superintendent
email: twhite@mckinneytexas.org
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 Coordiantor
Office of Environmental Stewardship
1550 S. College, Building A
email: mcavazos@mckinneytexas.org
phone: 972-547-7335

Parks & Centers



*A detailed pocket map for the Hike and Bike Trails can be found at 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.

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.
   Wilmeth 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 Bahnman Dr.
26. **Valley Creek Park**
    2750 Valley Creek Trl.
    Valley Creek Elementary-MISD
27. **Wattley 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. **Mouzon 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.

CITY OF DALLAS
ADOPT-A-PARK

2012

Dallas Adopt-A-Park Program

ADOPT-A-PARK

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

City of Dallas Parks and Recreation Department
187 SE Court Street, Dallas, OR 97338 tel 503-831-3502 fax 503-623-2339 www.dallasor.gov/parks

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.

City of Dallas Parks and Recreation Department
187 SE Court Street, Dallas, OR 97338 tel 503-831-3502 fax 503-623-2339 www.dallasor.gov/parks

ADOPT-A-PARK

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.

City of Dallas Parks and Recreation Department
187 SE Court Street, Dallas, OR 97338 tel 503-831-3502 fax 503-623-2339 www.dallasor.gov/parks

ADOPT-A-PARK

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 Cancelation* form to the Parks Department to renew their adoption activities.

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, 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.

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.

DONATE SUBSCRIBE

AUSTIN PARKS FOUNDATION

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  - it's my park day
  - movies in the park
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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.keepaustinwild.com

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AUSTIN PARKS & RECREATION

ADOPT-A-PARK
PROJECTS OVERVIEW

Adopt-a-Park Overview

Austin Parks and Recreation (PARD) believes that our success depends on the support, assistance, advocacy and enthusiasm of the public as stewards of their parks system. PARD 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 PARD 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

PARD 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 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 PARD 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

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-…"
Program Information and Checklist

The Adopt-a- program is designed to help clean and beautify roadways throughout a city or county. By facilitating trash removal from roadways, parks, or other public properties, volunteers are beginning the process of changing people's attitudes about litter. Public places may be littered because few people feel ownership of the property, leaving it dirty or throwing trash on the roadways. It costs millions of dollars annually to clean roads in the United States. Volunteer groups participating in the program save the taxpayers approximately $250 per mile cleaned, which translates into thousands of dollars saved. By adopting a roadway, civic and other nonprofit organizations help to generate pride in their community and create economic benefits for all citizens.

HOW TO GET STARTED

The first step is to decide what needs to be cleaned, i.e. roads, parks, railroad right-of-way, or other public property. This step is important both in determining the name of the program and the person/agency to contact for approval. If you decide to clean up county roads only, the program might be called Adopt-a-County Road. If you want to allow adoption of numerous types of properties, then Adopt-a-Spot or Adopt-a-Space may be appropriate.

Next step, government support and approval will be needed for volunteers to work on public property. If you are working with a county, the County Commissioner's approval will be needed. If city parks or streets are the target, then City Council or Commission approval is needed. When requesting approval, some basic items will be needed for an effective program to start:

- ☐ Signs for adopters – typically two per group
- ☐ Safety vests
- ☐ Trash bags
- ☐ Funds for promotion or advertisement - optional but beneficial
- ☐ Funds to copy applications and safety information
- ☐ Funds for files and/or staff to maintain files

The organizers must decide how frequently the collection will be done. Participants agree to clean their adopted area at least four times a year for two years, six times a year for one year, or whatever combination you choose.

Organizers need to determine where the trash bags will be go and who will pick them up. Will an employee of the government pick up the bags that are left by volunteers? Will the responsibility be included in the contract for solid waste services? Will volunteers be required to take the filled bags to a designated location?

Once you have determined the basic structure, you may use the sample form attached to sign up volunteers. For additional information on organizing cleanup events, please contact Keep Texas Beautiful.

FREQUENTLY ASKED QUESTIONS BY POTENTIAL ADOPTERS:

Recruiting volunteers - How many people does a group need?

As many as it takes. We recommend you involve enough people so that the pickups are manageable. Some individuals have made solo adoptions and are comfortable picking up an area by themselves.

Is it difficult to keep the roadsides clean?

That depends largely on the traffic volume, the location of the road, the size of your group, and the frequency of your pickups. Most report that their pickups are not particularly taxing, but if you're an individual who has adopted a highly traveled road on the way to a landfill, you may have your work cut out for you.

What's in it for me?

With your name on a sign, you'll be recognized as a community member who takes action. You will receive full support in achieving clean roadsides, not only with a supply of bags and vests, but also by having a friendly ear at your local government office. You will also be part of an effort that was pioneered right here in Texas.

How does the actual cleanup work? What should we do with our bags?

Start by setting a date and time convenient for all who want to participate. Be sure that the pickup is during daylight hours and avoid rush hour. Gather the group together before passing out the safety vests and orange bags. Check to see that everyone has gloves and closed-toe shoes. Then take a few minutes to review basic safety issues. At that point, you should be ready to start bagging trash.

When the pickup is completed, try to gather the bags in one or two places. If groups are not able to remove the collected trash, they should notify the local county office before a pickup, so that removal of the bags can be scheduled for the following workday. In either case, be sure to report the number of participants and bags collected to the coordinator.

How often are we supposed to clean our roadside?

At a minimum, as often as required by the contract - but some groups pick up more frequently. If you conduct the pickups at regular intervals, you can get a sense of how much littering is done over a period of time, and then adjust your schedule to keep pace.

Can a sign say whatever we want?

No. Signs are generally for the name of those conducting the cleanups. The intention is to recognize the organization or business, not your message.

Is it okay to advertise our business by adopting a highway?

Yes. However, business names on signs need to be the actual name of the business with no additional advertising information. For example: 'B.J. Smith, A Tree-Cutting Service' is not acceptable if 'A Tree-Cutting Service' is not part of the business name.

How much of a difference does adopting make?

Adopt-a-Highway volunteers clean more than 14,000 miles of highways. The maintenance cost per mile for Adopt-a-Highway roads is about $40 annually, versus $196 per mile for contracted maintenance. Research has shown that Adopt-a-Highway roadsides are less littered than highways maintained by road crews. Children and young adults who pick up litter with family and friends learn valuable lessons that can lead to life-long environmental awareness. Seeing volunteers at work along the road often makes motorists think twice before carelessly discarding their trash.

RESPONSIBILITIES

ADOPTER/ORGANIZATION RESPONSIBILITIES

Group supervisor must attend safety training prior to the first cleanup.

Adhere to all Safety Rules and Regulations.

Complete at least two cleanups of the entire adopted area per year. Schedule each cleanup at least two weeks prior to clean-up date.

Obtain safety vests and trash bags at designated facility.

Return safety vests and unused trash bags to designated facility(s) within two working days after completion of cleanup.

COUNTY/CITY RESPONSIBILITIES

Approve roadway selection based on traffic volumes, speeds, and shoulder widths.

Provide safety training and written safety rules and regulations to organization's supervisor for distribution to program participants.

Supply safety vests and trash bags for use by volunteer organizations.

Remove filled trash bags from roadside and dispose of properly.

Erect signs identifying the name of volunteer organization.
The government reserves the right to approve, disapprove, and/or edit names or acronyms on the signs.

SAFETY RULES AND REGULATIONS

- Safety of the volunteers is the number one priority of the program. All volunteers must receive proper safety training prior to arriving at the job site to perform any cleanup activities. The following guidelines are designed to help ensure the safety of each volunteer and must be adhered to at all times.
- All participants must be at least 14 years of age. For every 10 teenagers participating, there must be one adult supervisor at least 21 years of age.
- Cleanup activities must be scheduled through the coordinator and must be performed only in daylight hours *and* during good weather conditions.
- Supervisors of both adult and youth groups should be assigned prior to the cleanup.
- Participants should assemble away from the designated work site and carpool to reduce the number of cars at the litter pick-up site. Vehicles must be parked at least four feet away from the roadway.
- Large groups of 15 or more should be divided into two groups, with one group on each side of the roadway. Individuals must remain with the group to which they are assigned.
- Wear appropriate attire, including boots or hard-soled shoes (no sandals), comfortable clothes, gloves and, hats.
- Safety vests must be worn by all participants at all times during the litter pick-up project.
- Assure that first-aid kits are available. It is recommended that at least one person is experienced in administering first aid and CPR and that transportation is available to the nearest medical facility.
- Work as a group facing oncoming traffic at all times.
- Assure that water is available and in sufficient quantity to meet your group's needs.
- Alcoholic beverages are strictly prohibited. Anyone under the influence of alcohol or narcotics shall be asked to leave the work site.
- Do not cross the roadway unnecessarily. Volunteers should cross only at the designated locations that the supervisor has determined prior to starting work.
- Utility installations, culverts, and drainage structures are off-limits. Do not remove litter from these areas.
- Use caution when you encounter the following: cactus, animals, steep slopes, sharp rocks, insects, barbed wire, traffic, and other unusual circumstances.
- Do not pick up hazardous materials such as car batteries, animal carcasses, discarded chemical containers, or any object that appears questionable. Report these materials to your supervisor.
- Do not distract motorists with horseplay or abrupt, erratic movements. Horseplay of any kind is strictly forbidden. The roadways are potentially very dangerous.
- When lifting objects use correct lifting techniques, keeping your back as straight as possible. Keep the object you are trying to lift close to your body and let your legs do the work. Do not attempt to lift heavy objects that two of you can not reasonably lift.

Adopt-a- ____ Program Terms and Adoption Agreement

The Adopt-a-_____ Program gives civic-minded individuals, organizations, and businesses the opportunity to participate in creating a cleaner, more beautiful community.

By signing this **Adoption Agreement**, the volunteer(s), both jointly and severally, acknowledge the potentially hazardous nature of the work to be performed, and both jointly and severally, agree to the Program Terms listed below.

Volunteer Responsibilities

- Group supervisor must attend safety training prior to the first cleanup.
- Adhere to all Safety Rules and Regulations.
- Complete at least ____ cleanups of entire adopted roadway per year.
- Place collected trash in designated location.
- Obtain safety vests and trash bags at designated facility.
- Return safety vests and unused trash bags to designated facility within two working days after cleanup completion.

City/County Responsibilities:

- Approve roadway selection based on traffic volumes, speeds, and shoulder widths.
- Provide safety training and safety rules and regulations to organization's group supervisor for distribution to program participants.
- Supply safety vests and trash bags for use by volunteer organizations.
- Remove filled trash bags from roadside and dispose of properly.
- Erect signs identifying the name of volunteer organization.
- Government reserves the right to approve, disapprove, and/or edit names or acronyms on the signs.

On this _____day of _____20___, _____ having an interest in the appearance of the _____ community and recognizing the need and the desirability for a litter-free city, agree to adopt _____
_____.

I/we agree to pick up litter at my/our adopted area and promote a litter-free environment in the community for the period of **January 1, 20___ to December 31, 20___**. This is an annual agreement that, subject to the approval of the coordinator, must be renewed annually to exist. If I/we do not renew my/our agreement within 30 days of the expiration of the agreement, the Adopt-a-_____ signs will be removed and the area placed for re-adoption.

I/we agree that if the maintenance of my/our adopted area is not being performed according to the terms agreed upon, I/we will be given thirty (30) days notice of termination after which time the Adopt-a-_____ signs will be removed and the spot placed for re-adoption. If within this 30-day period of time the maintenance is resumed, the Agreement will be continued.

_____

Name of Adopter

_____

Contact Name

_____

Mailing Address

_____

Phone

_____

Email

_____

Authorized Representative's Signature/Title

Government Contact Information

Address
Phone

KEEP KENNEDALE BEAUTIFUL

Staff Report to the Commissioners

Date: April 9, 2013

Agenda Item No: REPORTS/ANNOUNCEMENTS - A.

I. Subject:
Public Works entrance sign will be planted on April 13, 2013

II. Originated by:

Larry Hoover, Streets and Parks Supervisor

III. Summary:
KKB and the Outdoor club are welcome to attend and assist with this event.

Larry Hoover is present to answer any questions about this event.

IV. Recommendation:
None

V. Attachments: