



City of Farmington

430 Third Street

Farmington, Minnesota

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www.ci.farmington.mn.us

TERMS AND CONDITIONS OF THE ADOPT-A-PARK PROGRAM

_____ agree(s) to participate in the City of
(Name of Group or Individual)
Farmington's Adopt-A-Park Program by adopting _____ Park.
I/We understand and agree to abide by the established terms and conditions as set forth below.

1. Participation in the Adopt-A-Park Program is on a first-come, first-serve basis.
2. A commitment of a minimum of two years is required.
3. All participants under the age of 18 years must have adult supervision and must submit a parental release form prior to performing any duties associated with the Adopt-A-Park Program.
4. All groups must have a designated supervisor who is required to carry with him or her, a first-aid kit and who must be aware of local emergency services numbers.
5. Litter pick-up should occur at least three times each year, preferably one time each in the spring, summer and fall
6. It is suggested that any Adopt-A-Park activities occur on Mondays following a busy weekend or days directly following holidays.
7. Adopt-A-Park activities should occur only during daylight hours and good weather.
8. The group supervisor should contact the Parks and Recreation Department at 651-280-6902 at least one week in advance of the date that the group will be performing tasks outlined in the Adopt-A-Park Program. At this time the group supervisor should inform the Department in writing of what tasks the group will be performing and the equipment and materials required to complete the tasks. Garbage bags will be provided to the group/individual for litter pickup in the park adopted.
9. The group should report any vandalism or potential safety hazards to Jeremy Pire, the facility maintenance supervisor at 651-280-6902.
10. The Parks and Recreation Department will provide tools and equipment required to perform tasks under the Adopt-A-Park Program.
11. Borrowed and unused supplies and equipment must be returned to the Parks Maintenance office located in the Maintenance Facility at 19650 Municipal Drive, Farmington.
12. Work associated with the Adopt-A-Park Program can be physically demanding. All participants should be in good physical condition.

SOME POSSIBLE TASKS ASSOCIATED WITH THE ADOPT-A-PARK PROGRAM:

1. Litter pick-up
2. Raking
3. Sweeping
4. Weeding
5. Painting
6. Planting flowers and trees
7. Trail and general park maintenance

GROUP SUPERVISOR'S RESPONSIBILITIES:

1. Identify in writing to the Parks and Recreation Department, the projects to be completed and the equipment and supplies required.
2. Complete a roster of all group volunteers and all on-site supervisors.
3. Return all completed and signed parental release forms to the Parks and Recreation Department on those individuals in the group who are under the age of 18 years.
4. Conduct a meeting with the group's volunteers in order to outline the tasks that the group will be performing and completing and the schedule that the group will be working under during the Adopt-A-Park Program.
5. Assign work teams and leaders for the projects that the group will be completing.
6. At least 48 hours prior to the group outing pick up all equipment and material from the Parks and Recreation Department that the group has requested to use.
7. On the day of the work projects, make sure that a first-aid kit is available to the group.
8. Make sure all appropriate safety equipment is issued and used.
9. On the following business day, return all equipment and unused supplies to the Parks Maintenance office located in the Maintenance Facility at 19650 Municipal Drive, Farmington.
10. Within seven days of the group's outing at the park, complete a written report of the tasks accomplished. Mail or drop off this written report to the Parks and Recreation Department.

SAFETY TIPS:

1. Participants should be mentally alert and use good judgment.
2. Participants should be in good physical condition.
3. Participants should stay away from areas where chemical pesticides have recently been applied.
4. Participants should never pick up any heavy, large or hazardous materials and equipment.
5. Participants should be aware of the extreme conditions, under which they might be working, including heat, insects and sun. Participants should wear clothing that is light and loose. Sunscreen, insect repellent and work gloves are also appropriate.
6. The group supervisor must provide a first-aid kit for participants and all participants should know the location of the first-aid kit.
7. Members of the group should be made aware of the closest phone in case of an emergency.
8. Members of the group should avoid all open water.