

Adopt-A-



**City of Steubenville Parks and
Recreation Department**

What is Adopt-A Park?

The Adopt-A-Park Program is a collaborative effort between Steubenville residents and the City of Steubenville Parks and Recreation Department to improve and maintain our parks. Neighbors, community groups, Civic Associations, Faith based organizations, schools, individuals or families may volunteer their time to improve their chosen park.. Adopters can work on a variety of projects including maintaining flower beds, painting and caring for park structures, cleaning up litter, mowing, weeding and trimming and keeping parks tidy and clean. You will work with Parks and Recreation staff to create a customized plan for you and your park. We will provide moral support, technical expertise, publicity, materials and certain supplies. Adopters will be recognized on the Parks and Recreation Department's website and a sign will be installed in the park as a visible statement of their commitment to maintain the facility. While there is no fee to participate adopters will need to provide their own tools and supplies, except garbage bags.

What is the time commitment?

The time commitment is completely up to you. Some park adopters hold one annual event in the spring, while others have various events throughout the year. Generally, an Adopt-A-Park event lasts two to three hours depending on the project.

What are the adoption responsibilities?

Adopters make a commitment to maintain the park for a minimum of one year. The adoption will renew automatically at the end of each calendar year unless the adopter cancels the agreement in writing. Adoption tasks will vary based on the needs of the park but may include:

- Monitoring the park weekly
- Weeding and trimming on an as needed basis
- Monitor trees for signs of illness, dead limbs or hanging branches
- Edge sidewalks and keep them clear of debris and weeds
- Pick up litter regularly and place in park trash cans
- Keep park signs clean and visible
- Remove graffiti or report it to the Parks and Recreation Department at 740-283-6000 ext 4000

How to Adopt?

To see which parks are available for adoption and to download the adoption agreement visit:

www.cityofsteubenville.us

When you have chosen a park to adopt, visit in the park in person before filling out the adoption agreement. When you have a plan in place, send the adoption agreement to the Parks and Recreation Department along with you proposal. The Parks and Recreation Department will review your application and contact you as soon as your application has been reviewed.

Questions? Contact Mary Beth Sills at 740-283-6000 ext 4002 or msills@cityofsteubenville.us.

What can be adopted?

The following areas or facilities can be adopted via the program:

- Piece of Pie Park (upon re-opening Spring 201
- Pico Tot Lot
- Devonshire Tot Lot
- The Flats Tot Lot
- Linda Way Tot Lot
- Parkdale Tot Lot
- North End Park
- Beatty Park
- Jim Woods Park
- Belleview Park
- Murphy's Field/Rotary Park
- Steubenville Marina

What are the benefits of Adopting a Park?

The pride you have in keeping your community beautiful is the greatest benefit but adopters will be advertised on the Parks and Recreation Department's website and Facebook page, on the Adopt a Park Program brochure, at all publically created Adopt a Park events, an invitation to one city wide event honoring volunteers and sponsors and a sign recognizing the adoption at the park. An official certificate of adoption will also be sent to those who adopt.

“The Mission of the Steubenville Parks and Recreation Department is to maintain the upkeep of all the City Parks and Recreation Facilities and to provide safe and positive experiences to all patrons that engage in leisure activities.”



Waiver of Liability

Every individual who participates in the adoption must sign a Volunteer Waiver of Liability before undertaking any actions at the adopted park. Any volunteer who does not sign a waiver of liability has not been granted the City of Steubenville or the Parks and Recreation Department's permission to undertake any action in the adopted park. The Adopter Group shall submit signed waivers of liability for all approved volunteers to the Parks and Recreation Department.

If the Adopter Group is an organization, an officer of the organization with authority to bind the organization must sign an Adopter Group Waiver of Liability.

Waiver of Liability

The Adopter Groups will be publically recognized on the Parks and Recreation Department's website and Facebook page as well as in any media releases. In addition the Adopter Group will be provided a metal sign to be placed in the adopted park recognizing their efforts.

Evaluation and Feedback

In the event that the adopted park is inadequately or inconsistently maintained, the Parks and Recreation Department will contact the Adopter Group to determine whether the Adopter Group remains committed to the park and wishes to continue participating in the program. If the Adopter Group wishes to continue the adoption, the Parks and Recreation Department shall give the Adopter Group written notice of the corrective action they must take and the time frame in which the corrective action must be completed. If the adopted group continues to be poorly maintained or abandoned or if the Adopter Group fails to implement the corrective action in the timeframe provided or repeats its violations the Parks and Recreation Department may terminate the Agreement at no cost to the Parks and Recreation Department.

The Adopter Group commits to providing feedback on Park Pride's administrative supportive work when appropriate.

Term of Agreement

The Adopter Group commits to maintaining the adopted park for a period of at least one year beginning on the date of the final signature of this agreement. This agreement will automatically renew at the end of each calendar year unless the Adopter Group or Park Pride cancels the agreement in writing. Adopters wishing to cancel an adoption are requested to provide thirty (30) days notice in writing to the Parks and Recreation Department.

Adopter Group Primary Contact

Name: _____

Signature: _____

Date: _____

Steubenville Parks and Recreation Department

Name: _____

Signature: _____

Date: _____



Adopt-A-Park Agreement



The Adopter Group commits to do the following:

The following areas or facilities can be adopted via the program:

- Visit the park regularly (please check a box to indicate your commitment:

Daily

Weekly

Bi-Weekly

Other _____

- Pick up litter and place in existing trash cans or remove from site for disposal. (Dumpsters are available at Jim Woods Park, Belleview Park, Beatty Park and the Martin Luther King Recreation center)
- Keep park signs clean and visible.
- Monitor trees for signs of illness, dead limbs or dangerous hanging branches
- Report any graffiti, safety issues or tree related concerns to the Parks and Recreation Department (740) 283-6000 ext 4000
- Submit a plant to the Parks and Recreation Department prior to adding any plantings, artwork, site furnishings or other features in the park.

Please describe in detail any additional activities you would like to include in your adoption.

Who will be performing the adoption responsibilities.

Signature: _____ Date: _____



City of Steubenville Parks and Recreation Department

905 Market Street

Steubenville, Ohio 43952

740-283-6000 ext 4000

recreation@cityofsteubenville.us

Please indicate your first three choices you are interested in adopting

Beatty Park

Belleview Park

Jim Woods Park

North End Park

Steubenville Marina

Murphy's Field/Rotary Park

Devonshire Tot Lot

Linda Way Tot Lot

Parkdale Tot Lot

Pico Tot Lot

Piece of Pie Park

The Flats Tot Lot

Contact Information: (as you would like it to appear on marketing information)

Company Name: _____

Contact Person: _____ Title: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Fax: _____

Email: _____



Adopt-A-Park Agreement Volunteer Waiver of Liability

Park Name: _____

Adopters and all participants in the Adopt-A-Park Program agree to hold the City of Steubenville and the Parks and Recreation Department harmless for any actions undertaken by the volunteers on park or other City owned land when participating in the program.

The signatures of the participant(s) on this form indicates agreement to waive liability to the City of Steubenville and the Parks and Recreation Department

Participants who choose to share their email address will receive occasional email updates from the Parks and Recreation Department. Additional names maybe added to the back of this form. Anyone under the age of 18 will need parental consent to participant.

Printed Name

Signature

Date

Phone/Email

Adopt-A-Park Agreement Group Waiver of Liability

Park Name: _____

For good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, _____ (Print Name of Organization), hereby agrees to waive, release and discharge from any and all liability, and hold harmless City of Steubenville and the Parks and Recreation Department and all of its staff, officers, officials, employees, volunteers, agents, representatives from any and all liability for negligence or any other claim, judgment, loss, liability, and expenses (including, without limitation, attorney's fees and costs) arising out of or connected with the Organization's participating in the Adopt-A-Park program.

I warrant that I am an officer of the Organization, have the authority to execute this Waiver of Liability on behalf of the Organization and bind the Organization. I have read this Waiver of Liability in its entirety and fully understand its contents. I have signed this document voluntarily and of my own free will. I am signing this Waiver of Liability on behalf of the Organization.

Company Name: _____

Name of Officer _____ Title: _____

Signature of Officer: _____

Date: _____

*****FOR OFFICE USE ONLY*****

Received Date: _____ Waiver Received: _____

Approved By and Date: _____

Approved Permit Sent: _____ Date Sent: _____