



# BOULDER CITY ADOPT A PARK PROGRAM

DATE: \_\_\_\_\_

GROUP NAME: \_\_\_\_\_

COORDINATOR: \_\_\_\_\_ PHONE: \_\_\_\_\_

GROUP ADDRESS: \_\_\_\_\_  
*ADDRESS CITY STATE ZIP*

Name of Volunteer Group  
desired on courtesy sign: .....

Desired Park: .....

### Liability Waiver

On behalf of the above-named group or individual(s), I absolve and agree to hold harmless the City of Boulder City, its employees, officers or agents from any liability which may result from use of said facility, or our activities.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_

### VOLUNTEER'S LETTER OF UNDERSTANDING

Thank you for your interest in participating in the City of Boulder City Public Works Department's Adopt-A-Park program. This letter of understanding provides the Adopt-A-Park program responsibilities for the volunteer, as well as Boulder City's responsibilities, in the adoption of park stated above.

### PURPOSE OF PROGRAM:

The Boulder City Public Works Department's Adopt-A-Park Program allows corporations, churches, civic organizations as well as individuals to participate in the maintenance and enhancement of Boulder City's park areas. The program is designed to promote civic responsibility and be fun and educational as well. The program will allow various groups or organizations to participate in improvements and to work at their own convenience while stretching taxpayer dollars.

## OVERVIEW OF PROGRAM:

A volunteer group selects a park area from a list provided by the City. The group completes a combined application/liability waiver form and letter of understanding to initiate the Adopt-A-Park process.

## RESPONSIBILITIES

1. Enter into an Adopt-A-Park agreement with the City.
2. Sign the waiver and release of liability.
3. Set up and maintain a schedule for volunteer group members to fulfill the duties of the agreement.
4. Monitor the Park condition.

## DUTIES

1. Remove trash and debris at least six times per year.
2. Shape tree wells (if necessary) every spring.
3. Remove weeds around plants, trees and playground, in March and August.
4. Paint fire hydrants once every two years.
5. Monitor condition of sidewalks, park signs, playground equipment and landscaping.
6. Report maintenance needs to the Department of Public Works via the website, <http://www.bcnv.org/publicworks/ReportAProblem.asp>, or by calling 293-9200.
7. Report results of work effort by June 30<sup>th</sup> and December 31<sup>st</sup> of each year.
8. Plant flowers and other seasonable decorations as needed.
9. Provide contact information for the lead person of and keep contact information updated.

## RESPONSIBILITIES OF THE CITY

Boulder City will provide:

1. A courtesy sign installed at the park site which acknowledges the group name as committed to assisting with maintenance of said park.
2. Irrigation system maintenance.
3. All pesticide, herbicide, and other chemical applications.
4. Mowing.
5. A yearly progress meeting to assess Adopt-A-Park program involvement.

Sincerely,

Scott P. Hansen, P.E.  
Director of Public Works

Acknowledged: \_\_\_\_\_  
VOLUNTEER REPRESENTATIVE

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