

ADOPT-A-PARK

White Bear Township

What is Adopt-A-Park?

- It's a public service program for community groups, civic groups, churches, and individuals to pick up litter, monitor vandalism, and provide beautification in White Bear Township parks.
- It's a way for civic-minded individuals to make a personal contribution to a cleaner park environment.

How Does It Work?

- Volunteers fill out an application form requesting to Adopt-A-Park and agreeing to fulfill the requirements of the program for a period of one year.

Adopt-A-Park groups agree to:

- ✓ Pick up litter at least once each month from April to October.
- ✓ Notify the Township of any vandalism noticed during your visits to the park.
- ✓ Perform one beautification project per year.

White Bear Township agrees to:

- ✓ Provide trash bags and safety information.
- ✓ Remove filled bags from the park and roadsides.
- ✓ Remove large, heavy or hazardous items.
- ✓ Provide a sign recognizing the Adopt-A-Park volunteer, if requested. (A fee will be charged to cover the cost of the sign.)

HOW DO I SIGN UP?

Call or stop by the White Bear Township Offices for more information!

White Bear Township Administrative

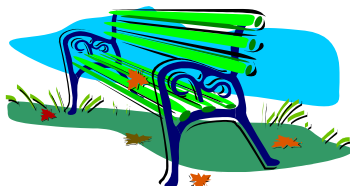
Offices 1281 Hammond Road

White Bear Township, MN 55110

Phone: 651.747.2764

Fax: 651.426.2258

E-Mail: jami.philip@whitebeartownship.org





White Bear Township – Adopt-A-Park Information

White Bear Township provides many park and recreational facilities to meet the needs of its growing population. These facilities are enjoyed by many and are in constant use throughout the year. To keep apace of these needs, and to provide the quantity and quality of park and recreational facilities that Town residents and users desire requires many hours of maintenance, and consequently a large and growing financial commitment towards maintenance of these facilities.

By the generous commitment of a small amount of your time towards park maintenance, the Town is able to lower costs and provide additional park amenities.

Please consider a one-year commitment to the Adopt-A-Park program. Choose a neighborhood park close to your home. For more information, call the White Bear Township Offices at 651.747.2750, or fill out this form and mail or drop off at the following address:

ATTN: Adopt-A-Park
White Bear Township
1281 Hammond Road
White Bear Township, MN 55110
wbt@whitebeartownship.org

I'm interested in volunteering for the Adopt-A-Park program!

- Please mail me more information.
- Please have Town staff contact me by phone.

Name _____

Address _____

Phone _____



Adopt-A-Park Terms & Conditions

The Group Agrees To:

- Pick up litter (see schedule below), report vandalism, and perform one beautification project per year in consultation with Town Staff and the Town Public Works Department.

April – once (Earth Week)	August – twice
May – once	September – once
June – twice	October – once
July – twice	
- The group shall review safety training materials before each clean up to alert participants to the hazards and precautions of working in the parks and on the roadway right-of-way.
- The group shall pick up litter during daylight hours only. Pick ups may not be allowed at certain times, such as on or near holidays.
- The group shall provide adequate supervision to participants 18 years of age or younger.
- Work shall be limited to the area within the adopted park. Work may not be done on roadways.
- The group shall arrange litter pick up dates in advance with the Public Works Coordinator or his designee. The group shall obtain their clean up supplies during regular business hours (Public Works: 7:00 a.m. – 3:30 p.m., Monday through Friday).
- The group shall place filled trash bags on the trails or by trash receptacles. The Town’s Public Works Department will arrange to pick up the bags. Groups are encouraged to recycle appropriate materials for their own benefit.
- Unused trash bags shall be returned to the Public Works office by the end of October.

White Bear Township Agrees To:

- Provide trash bags, safety training guidelines, and temporary warning signs, when necessary, as determined by the Town.
- Arrange to remove filled trash bags from the adopted park.
- Arrange to remove large, heavy or hazardous material from the adopted park.



Adopt-A-Park Safety Guidelines

Do:

- **Do** lift all objects with your legs, not with your back.
- **Do** have a First Aid Kit on hand and be aware of local emergency services in case of injury.
- **Do** wear light or bright colored clothing, hard-soled shoes, and sturdy work gloves.
- **Do** use sun block or wear a hat.
- **Do** contact the Public Works Department immediately if you notice a safety hazard, such as a broken swing.
- **Do** tie bags tightly.
- **Do** work during park hours.
- **Do** work with a partner whenever possible.
- **Do** not work under potentially dangerous weather conditions, such as rain or heavy winds.
- **Do** not stomp on trash bags (Stomping may cause sharp objects to puncture the bag).
- **Do** make sure that all volunteers in your business or organization are familiar with these safety precautions.

Don't:

- **Don't** overexert yourself. Be sure to take breaks, drink liquids, and dress appropriately for the weather.
- **Don't** bring small children or pets along on projects unless they can be closely supervised.
- **Don't** leave children or pets locked in the car at work locations.
- **Don't** pick up materials you suspect might be hazardous, such as needles, or drug paraphernalia. Call the Public Work Department immediately at 651 .747.2775.
- **Don't** use power tools such as lawn mowers, tractors or chain saws.
- **Don't** pick up any sharp objects, such as broken glass.

For Group Leaders & Youth:

- Students must be supervised at all times.
- Review safety rules carefully with students before they begin the cleanup project.
- Tie bags tightly when full.
- Stay within sight of your teacher or group leader.
- Work with a buddy.
- Report any broken equipment, such as swings, to your teacher or group leader.
- If park workers are present doing their job, don't run in front of them or get too close when they are working with a machine.
- Wash your hands thoroughly when you complete your work.
- Add any additional safety precautions you feel appropriate.

Litter Removal:

- Contact the Town Offices in advance to arrange for pickup of trash bags.
- **Always** wear work gloves.
- Work only during daylight hours.
- Work with a partner whenever possible.
- Don't pick up litter close to the edge of curbs unless oncoming traffic is clearly visible.
- Recycle whenever possible. Separate recyclables (glass, plastic, and aluminum) and take home for curbside pickup.

HAVE FUN & ENJOY YOUR DAY!



Adopt-A-Park Permit

Date of Application _____

The group agrees to pick up litter (see schedule below), report any vandalism and perform one beautification project per year for a minimum of one year commencing _____, 20____. Parks are available on a first come first serve basis.

April – once (Earth Week)

August – twice

May – once

September – once

June – twice

October – once

July – twice

We request to adopt _____ Park.

Our second choice is _____ Park.

White Bear Township reserves the right to refuse, cancel or revise this agreement if in its sole judgment the group is not meeting the terms and conditions of this agreement or has objectives which are not in conformance with the Town's objectives. By signing this agreement, the group acknowledges the hazardous nature of the work and agrees to comply with the terms and conditions herewith to the satisfaction of White Bear Township.

Except for the negligent acts of the Town, its agents and employees, the volunteers or their agents shall assume all liability for, and hold the Town, its agents and employees, harmless from, any and all claims for damages, actions or causes of action arising out of the work to be done herein.

Any and all volunteers of the group or other persons while engaged in the performance of any work or service performed under this agreement, shall not be considered employees of White Bear Township, and any and all claims that may or might arise under the Worker's Compensation Act of Minnesota on behalf of said employees or other persons while so engaged, and any and all claims made by any third party of the group's volunteers or other persons while so engaged on any of the work or service to be rendered shall in no way be the obligation or responsibility of the Town.

Name of Group _____

Name of Group Representative _____

Signature _____

Address _____

Phone (Home) _____ (Work) _____ (Cell) _____

Proposed beautification project _____

Would you like a sign recognizing your group? Yes No

A fee of approximately \$75.00 will be charged to the individual group requesting the sign.

White Bear Township reserves the right to rescind this permit if the approved group does not fulfill the obligations of the Adopt-A-Park Program.



I have read the White Bear Township “Adopt-A-Park” permit and guidelines

All volunteers must sign.