TO: Eagle Mountain City Council

FROM: Parks and Recreation Advisory Board

DATE: July 11, 2013

RE: The Adopt a Park/Trail Program

The Parks and Recreation Advisory Board has completed the conceptual phase of the Adopt a Park/Trail Program and respectfully request a review by the Mayor and City Council to move forward with the implementation of the program in the City of Eagle Mountain. The attached draft represents a combination of our ideas, programs in existence in other cities and a way to help engage the residents of Eagle Mountain to become active in our community.

Our Mission:

The Adopt a Park/Trail program is to protect and enhance Eagle Mountain's neighborhood parks and open spaces by ongoing volunteer support and special events. The program will help to create a safe, healthy, and sustainable community where we and our children can enjoy a network of well-planned and maintained parks, open spaces, and trails. The program is intended to improve and enhance the quality of life with our City.

What We Are:

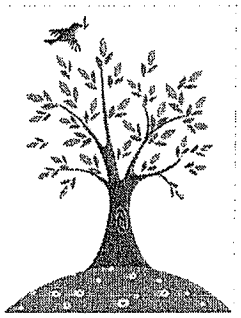
Adopt-A-Park (AAP) and Adopt-A-Trail (AAT) are citywide volunteer programs that recruit and train residents to assist in the general care and maintenance of neighborhood parks, trails, and other parkland on City property. AAP/AAT also educates the public about creating and preserving clean and safe parks and trails for everyone.

Initial Resources to Implement the Program:

- City Representative - The Adopt a Park/Trail Program will need a City representative assigned to help the Parks and Recreation Board to assist in implementation of the program and provide some research to answer questions.
- Volunteers Support – The program is intended to utilize and expand on the volunteerism spirit of our City. Various groups like church groups, boy & girl scouts, clubs, teams, etc. will be enlisted to oversee a park or a trail system. The groups may organize a clean up the park day or see something that needs to be fixed. If a problem is found, it's reported to the City Representative. The groups become additional eyes and ears to help maintain City resources.
- Budget – The City currently has a maintenance budget and a reserve for replacement budget for its use with our parks and trails. In our initial discussion, we do not anticipate any additional funds to be allocated toward this program. Any larger projects would be presented to the Parks and Recreation Advisory Board for review and the procedures in place would be followed for approval.

Thank you for your consideration. We look forward to your response.

Sincerely,
Parks and Recreation Advisory Board



Adopt A Park/Trail Program

ADOPT A PARK OR TRAIL IN YOUR AREA!

About Our Programs

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What You Can Do

Volunteers can:

- Pick up litter
- Rake leaves
- Remove graffiti
- Report park hazards
- Sweep courts and pathways
- Pull weeds
- Care for ecosystems
- Plant native plants
- Report problems

Initial Adoption Process

The group leader or individual must complete, sign and return the Adoption Proposal and Agreement form. All group members must sign and return the Volunteer Service Agreement / Adult and Volunteer Service Agreement / Minor as appropriate by age of your group members. Minors are required to have a parent or guardian signature.

AAP/AAT staff will process your forms and contact you with your notice of approval or denial.

Adopt-A-Park and Adopt-A-Trail Training

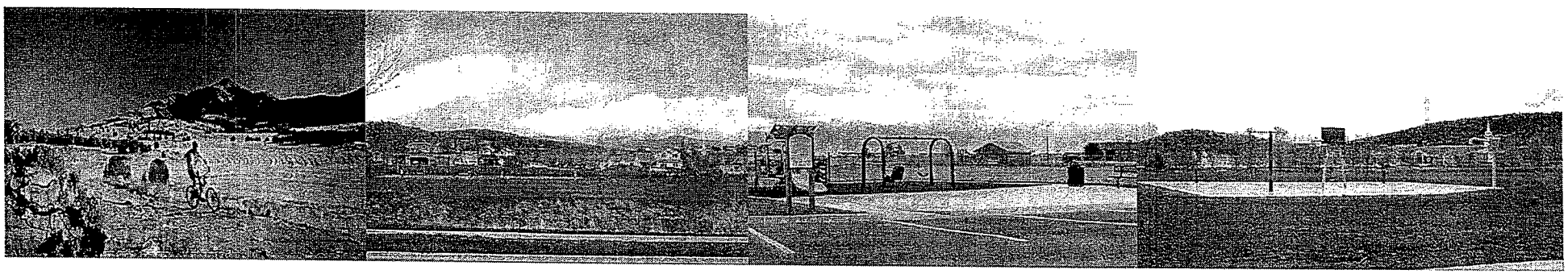
Once your adoption is approved, City staff will train the group leader, group or individual to do the tasks for which you have volunteered and provide you with starter materials.

Volunteers are required to read, understand, and abide by the Safety Guidelines in the 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!

For more information and forms: visit www.eaglemountain.org

EAGLE MOUNTAIN

Adopt a Park/Trail Program



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Mission

The Adopt a Park program will protect and enhance Eagle Mountain's neighborhood parks and open spaces by ongoing volunteer support and special events. The program will help to create a safe, healthy, and sustainable community where we and our children enjoy a network of well-planned and maintained golf courses, parks, and open spaces. The Program is intended to improve and enhance the Quality of Life within our City.

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Adopt-A-Park (AAP) and/or Adopt-A-Trail (AAT)

A citywide volunteer program that recruits and trains residents to assist in the general care and maintenance of neighborhood parks, trails, and other parkland on City property. AAP/AAT also educates the public about creating and preserving clean and safe parks and trails for everyone.

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Volunteer Commitment

Minimum commitment of one year of service to your adopted park or trail. We also ask that volunteers perform tasks at their location a

minimum of 4 times

a year.

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Who is Welcomed and Encouraged to Adopt a Park or Trail

- Individuals
- Families
- Local service clubs
- Sports teams
- Youth organizations
- Church organizations
- Special-interest groups
- Schools
- Businesses
- Hiking and Biking Enthusiasts
- Scouts
- Senior Citizens

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What the Volunteers will do – Service/Tasks

- Removing litter, dog or animal droppings
- Recycle
- Pull weeds and removal of weeds
- Mulching trees
- Sweep Ramada areas
- Sweep courts
- Plant APPROVED flowers, shrub and tree
- Painting and minor repairing of equipment
- Spreading woodchips around play equipment
- Removing graffiti
- Clean picnic tables and benches

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Report

- Vandalism
- Dirty restrooms
- Building or structure needing repairs
- Unsafe conditions

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Adopt-a-Park Coordinator

Coordinators' Responsibilities

- Recruiting volunteers for the Adopt-a-Park group.
- Scheduling the park workdays. Adopting groups agree to complete four workdays during the year. Schedule workdays when the majority of your group is available. Inform your volunteers and at least a week before the designated park workday.
- Obtaining necessary materials and tools (i.e. garbage bags, paint, paint brushes, rakes, trowels, work gloves, hammers).

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Adopt A Park/Trail Program

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42 Parks Listed on the City Website

Parks Address Directory

Parks Address Directory		
City Park	Address (East)	Address (North)
Autumn Ridge park		4492 N Hunter Lane
Cedar Pass		9242 N Canyon Wash Dr.
Cedar Pass Ranch		8655 N West Dr.
Cedar Pass Ranch		8165 N Cedar Dr.
Eagle Park park	1306 E Harmer St.	
Eagle Point A	2050 E Summer Way	
Eagle Point Park "B"	1936 East Sunrise Drive	
Eagle Point Park "C"		3742 N Partridge Lane
Eagles Gate park 1		8398 N Scotscraig Dr.
Eagles Gate park 2		8306 N Prestwick Lane
Highland at the Ranches	3557 E Paine	
Highland on the Green		3742 N Clubhouse Lane
Kiowa park	4146 E Golden Eagle Road	
Kiowa Valley		7346 N Ute Dr.
Liberty Farms		7652 N Rose St.
Liberty Farms		7625 N James St.
Lone Tree	2137 E Lone Tree Parkway	
Meadow Ranch park 1	2863 E Autumn Lane	
Meadow Ranch park 2		9387 N Sunset Dr.
Mid-Valley Regional Park		5606 North Sweetwater Road
Mountain Ranch Bike park	3432 E Golden Eagle Road	
Mt. Airey Village	4122 E Oakland Hills Dr.	
Nolan Park		7662 N Tamarron Rd
Nolan Park East		7633 N Sparrow Hawk Way
Northmoor Park		
Overland Trails	1016 E Waddell	
Pioneer Addition 5	1694 E Church Way	
Pioneer Addition 6	2301 E West Jordan Way	
Pioneer Addition 7	2329 E Ox Yoke Dr.	
Pioneer Addition Park		
Porters Crossing park	4046 E Cattle Drive	
Ruby Valley		
Rush Valley		
Saddleback park	3825 Chilton Circle	
Sage Valley park	1448 E Smithfield Road	
Silverlake Amphitheater		
Skate Park (Pony Express Park)		
Smith Ranch Regional Park	3885 E. Smith Ranch Road	
Southmoor park		
Stonebridge park		
Walden Park		
Westview Heights	2412 E Prairie View Dr.	

Parks Amenities

Eagle Point B – 1-Tot Lot, 6-Benches Wood

Eagle Point C – 1-Tot Lot, 7-Benches Metal/Green, 2-Trash Cans, 2-Barbeques, 6-Picnic Tables, 1-Pavilion

Walden Park – 1-Tot Lot, 4-Benches Metal/Thin, 3-Trash Cans, 9-Picnic Tables, 1-Pavilion, 1-Basketball Court w/ 1 Basketball Standard, Bike Rack

Pioneer Park – 1-Tot Lot, 2-Benches Metal/Thin, 2-Trash Cans, 2-Picnic Tables, 1-Pavilion, 1-Full Court Basketball w/ 2 Basketball Standard, Volleyball Pit, 1-Bike Rack

Pioneer Subdivision (Ox Yoke Drive 4700 N, Pioneer Lane 2330 E) – 1-Tot Lot, 2-Benches Metal/Green

Eagle Park Commons – 1-Tot Lot, 1-Bench Metal/Green, 1-Trash Can, 1-Barbeque, 1-Picnic Table, 1-Pavilion, 1-Swing Set (2child, 2adult), 1-Teatherball, 1-Volleyball Standard

Meadow Ranch Autumn – 1-Tot Lot, 1-Bench Metal/Green, 1-Trash Cans, 1-Bike Rack

Meadow Ranch Hidden – 1-Bench, 1-Trash Cans, 2-Picnic Tables, 1-Pavilion, 2-Bike Rack

North Ranch – 1-Tot Lot, 2-Benches Metal/Green, 2-Trash Cans, 1-Barbeque, 3-Picnic Tables, 1-Dumpster, 1-Flag Pole, Drinking Fountain

EAGLE MOUNTAIN

Training Handbook

- How to Adopt-A-Park or Trail
- Safety Guidelines
  - Litter Removal
  - Graffiti Removal
  - Weeds
  - Painting/Repairs
- Ethic Guidelines
- Task Guidelines
- City of Eagle Mountain Ordinances
- Hours of Tracking
- Adding and Removing Members
- Who supply the supplies?
- Injuries
- Recognition
- Do's and Don'ts
- Youth Instructions

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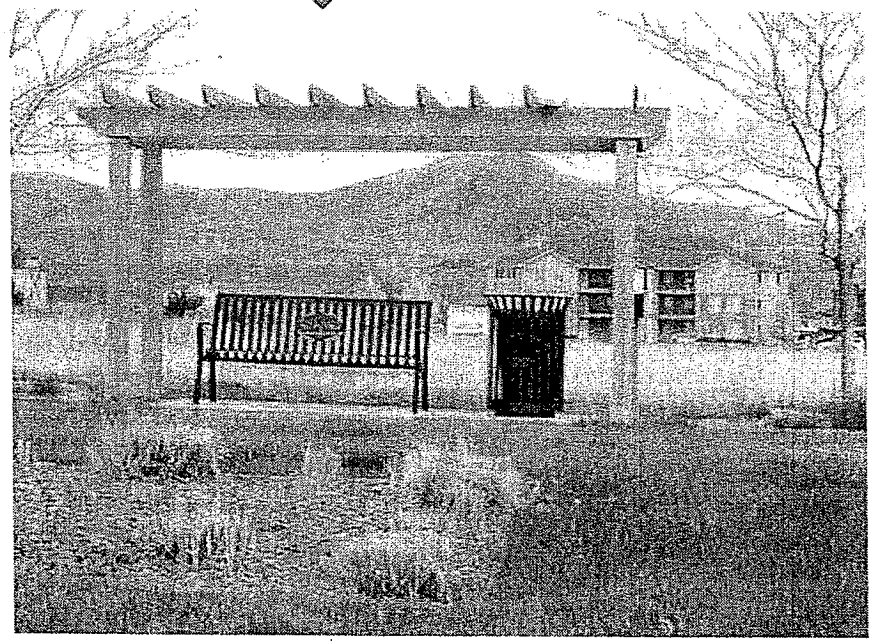
Other Adoptions Ideas

Benches

Flower Beds



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Questions?

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References

*fotp.org/**programs**/volunteer/**adopt-a-park**preserve*

www.ocparks.com/adoptapark/

www.sjadoptapark.org/

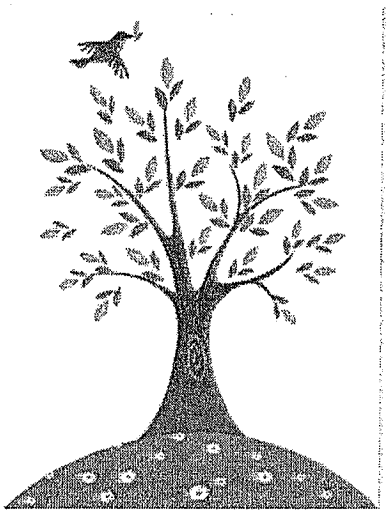
*www.a2gov.org/**adopt-a-park***

www.chandleraz.gov/default.aspx?pageid=173

www.nycgovparks.org/sub...park/.../Adopt_A_Park_Overview.pdf

*www.nycgov**parks**.org/sub...**park**/.../**Adopt_A_Park**_Overview.pdf*

*stateparks.utah.gov › Volunteer*Cached



Adopt A Park/Trail Program

TRAINING HANDBOOK

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Volunteer Service Agreement / Adult

Volunteer Service Agreement / Minor

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Advanced Tasks Request Form

Supply Request Form

Group Member Addition / Removal Form

About Our Programs

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What We Are

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Our Volunteers

AAP/AAT unites and supports all people interested in improving Eagle Mountain's neighborhood open spaces and trails. Our volunteers include:

☐☐Individuals ☐☐Senior Citizens ☐☐Neighborhood Associations

☐☐Youth Groups ☐☐Schools ☐☐Scouts

☐☐Church Groups ☐☐Businesses ☐☐Hiking and Biking Enthusiasts

Areas to Adopt

You can adopt the entire park, trail or a particular area in a park, including:

☐☐Sports Fields ☐☐Playgrounds ☐☐Exercise Courses ☐☐Parks

☐☐Courts ☐☐Flower Beds ☐☐Trees and Shrubs

☐☐Trails ☐☐Undeveloped Park Land

What You Can Do

Volunteers can:

- Pick up litter
- Rake leaves
- Remove graffiti
- Report park hazards
- Sweep courts and pathways
- Pull weeds
- Care for ecosystems
- Plant native plants
- Report homeless encampments, illegal dumping, storm damage, injured or dead animals, mountain lions, and other hazards.

How Adopt-A-Park Works

Minimum Commitment

We ask for a minimum commitment of one year of service to your adopted park or trail. We also ask that volunteers perform tasks at their location a minimum of once per month.

Initial Adoption Process

The group leader or individual must complete, sign and return the Adoption Proposal and Agreement form (found attached to this handbook, or available from AAP/AAT staff.) All group members must sign and return the Volunteer Service Agreement / Adult and Volunteer Service Agreement / Minor as appropriate by age of your group members. Minors are required to have a parent or guardian signature.

AAP/AAT staff will process your forms and contact you with your notice of approval or denial.

Adopt-A-Park and Adopt-A-Trail Training

Once your adoption is approved, AAP/AAT staff will train the group leader, group or individual in basic tasks and provide you with starter materials.

Volunteers are required to read, understand, and abide by the Safety Guidelines in this 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.

Active Volunteers

• Basic Tasks vs. Advanced Tasks:

Basic Tasks are tasks that can be done at your park on a regular basis and do not need approval or supervision from AAP or Park Maintenance staff members and do not require special tools. These tasks include:

- Litter removal
- Sweeping courts and pathways
- Minor pruning and weeding
- Basic cleaning of graffiti
- Reporting homeless encampments, illegal dumping, storm damage, injured or dead animals, mountain lions, and other hazards.

Advanced Tasks are tasks that will require approval and/or supervision from AAP or Park Maintenance staff, as well as special training, equipment that is not regularly stocked by AAP, and debris removal. These tasks include:

- Planting projects or plant removal
- Major weed removal or pruning
- Painting over graffiti
- Re-painting of park fixtures, walls or buildings

If you are interested in performing an advanced task at your park or trail, please fill out the Advanced Task Request Form and Supply Request Form and return it to AAP/AAT staff via mail or fax no later than 4 weeks before the proposed project date.

At times, park staff will have advanced tasks that they wish to be completed in their parks. You may be contacted and given an opportunity to assist in the project.

Hours Tracking:

Volunteers must keep track of hours spent volunteering on a monthly basis and report total hours to AAP/AAT on the Volunteer Hours Report Form. Hours are due by the fifth day of each month. The AAP/AAT office documents this information and tabulates total yearly hours, which helps the program in the following ways:

- Justifies the need for more tools and supplies when submitting reports to City Council and Budget Office.
- Accounts for total donated time to the City for annual statistic reports.
- Confirms the growth or decline in volunteer participation.
- Assists students that are required to perform community service hours.
- Helps the office provide volunteer awards and recognition.

Adding or removing member from your group:

New members that join your group must sign and return the Volunteer Service Agreement / Adult or Volunteer Service Agreement / Minor as appropriate by age prior to performing any tasks in the park

Group leaders are responsible for training new members in their tasks and program guidelines. Group leaders must inform AAP/AAT staff of any group members join or leave the group by completing the Group Member Addition / Removal Form and returning it to AAP/AAT staff via mail or fax. (We suggest retuning this with your Volunteer Hours Report Form the same month that group members are added or removed.)

Supplies:

AAP/AAT provides you with tools and supplies to assist you in your duties. This helps you do your job, and keeps our parks and trails clean! The following tools and supplies are available:

- Bags and gloves (provided at your training session)
- Litter sticks ("garbage picker-upper") (while supplies last)
- Gardening tools, such as rakes, hoes, and brooms

- Painting supplies, such as paint, graffiti solvent, rollers, brushes, and pans
- Safety equipment, such as goggles and masks

All tools - except bags and gloves - are available on a check-out basis. Volunteers must check out additional supplies as needed. For basic tasks, please fill out the Supply Request Form and return it to AAP/AAT staff via mail or fax no later than 2 weeks before you need them. For advanced projects, please return a completed Supply Request Form with your Advanced Tasks Request Form.

You will be required to sign the Tool Check-Out Form for tools provided to you. Please return checked-out tools when you resign. This helps the City save money!

Recognition

Adopters receive:

- An official Certificate of Adoption.
- An AAP/AAT T-shirt (while supplies last).
- An invitation to the Annual Recognition Event.

For park adoptions only: An adoption plaque with the adopters name on it, which will be posted at the adopter's site after 60 volunteer reported hours. This will reinforce a sense of responsibility and pride in the volunteers. (This will occur on a first come first serve basis, and will remain posted as long as the group/individual is an active volunteer.)

Retirement

When you are no longer able to volunteer in your park or on your trail, we ask that you send a letter of resignation to AAP/AAT staff.

Upon receipt of your resignation letter, and as a thank you for your service, AAP/AAT staff will:

- Send a retirement certificate and letter to the group leader or individual
- Remove your plaque from the park and mail it to you (if applicable).

Special Note

Updated news, program information and current AAP/AAT forms can be downloaded at www.eaglemountaincity.org. Please download or request updated forms and handbooks from AAP/AAT staff at least once a year to ensure that you have the most current information on hand.

Safety Guidelines

All volunteers are required to follow these guidelines while performing tasks at any park.

Do's

Do lift all objects with your legs, not your back.

Do wear light or bright colored clothing, hard soled shoes, and sturdy work gloves.

Do use sunblock or wear a hat.

Do contact Parks Division staff at (801) 000-0000 immediately if you notice a safety hazard such as a broken swing. Special note: concerns/hazards needing immediate attention after hours and/or weekends call (000) 000-0000.

Do tie bags tightly before placing in trash receptacles.

Do wear gloves at all times.

Do handle sharp objects with care – children should NOT pick up broken glass.

Do work during park hours.

Do work with a partner whenever possible.

Do carry small first aid kit.

Do make sure that all volunteers in your business or organization are familiar with these safety precautions.

Do have at least one adult supervisor for every five minors.

Additionally for trail volunteers:

Do be alert for stinging insects and snakes and cautious of poisonous plants.

Don'ts

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 stomp on bags. Injuries may occur from broken glass or sharp objects.

Don't pick up materials you suspect might be hazardous, such as needles, or drug paraphernalia. Call your local fire station immediately (000) 000-0000(non-emergency dispatch) and give the precise location of the material.

Don't pick up dead animals

Additionally for trail volunteers:

Don't enter the river environment, which includes creek bank and creek areas.

Teachers and Group Leaders

- Students must be supervised at all times.
- Review safety rules carefully with students before they begin the cleanup project.
- Tie bags tightly before placing in trash receptacles; do not stomp on them.
- Wash paint brushes in the sink; do not pour excess paint down the drain.
- Report any safety hazards to AAP/AAT staff.
- Add any additional safety precautions you feel appropriate.

Students and Youth

- Stay within sight of your teacher or group leader.
- Work with a buddy.
- Don't pick up trash near the street or curb.

- Don't pick up any sharp objects, such as broken glass.
- 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.
- Don't run, throw objects, or engage in horseplay.
- Breaking sprinkler heads, writing on walls, or destroying park equipment is NOT being a friend to the park! It costs EVERYONE – including your family – money!

Additional Safety Information

Lyme disease is transmitted to animals and man through the bite of a tick. There are several different ticks that carry Lyme disease, but the most common in the western part of the United States is the western-blacklegged tick. The ticks vary in size, anywhere from a sesame seed to the size of a grain of sand. Ticks do not jump like fleas. They must crawl onto you. Ticks on your clothing do not pose a threat, as long as they are removed before they can reach your skin. A tick must feed on you for at least 12 hours to transmit the disease, so prompt removal of ticks is important. If you see one on your skin, pull it out with tweezers slowly without twisting, and without squeezing the tick. Save the tick. Your doctor may want it for testing. See a doctor for expert advice.

How to avoid tick bites

- Wear light colored clothing. Dark ticks are more easily spotted against a light background.
- Tuck long pants into socks to prevent ticks from getting to your skin.
- Apply repellents according to label instructions. Applying repellent directly on clothing is most effective.
- Stay on trails to avoid the most common tick habitats.

For more information contact: (000) 000-0000

West Nile Virus

Who can be affected?

Humans and animals, including birds, can be affected by West Nile Virus. The majority of the infected have mild or no symptoms. The elderly and those who have weakened immune systems are most at risk.

How does West Nile Virus spread?

West Nile Virus is usually spread to humans and animals through the bite of an infected mosquito. Female mosquitoes acquire the infection by feeding on a bird with the virus. It is then transmitted via the mosquito's saliva when it bites a human or animal.

Symptoms

Most infected people experience minor symptoms or do not experience any symptoms at all. Mild symptoms may include but are not limited to: fever, headache and body soreness, skin rash on the torso, and swollen lymph nodes. Symptoms of mild illness generally last a few days. Severe symptoms of the West Nile Virus include: headache, high fever, neck stiffness, stupor, disorientation, coma, tremors, convulsions, muscle weakness and paralysis. Severe symptoms may last several weeks, although neurological effects may be permanent.

Protection against the West Nile Virus:

- Place mosquito netting over infant carriers when outdoors with babies
- Consider staying indoors at dawn and dusk
- Install or repair tight fitting windows and door screens to prevent mosquitoes from coming indoors
- Wear long sleeve shirts and pants whenever you are outdoors
- Spray clothing with repellants containing permethrin because mosquitoes may bite through thin clothing even if it covers your skin. DO NOT apply repellents containing permethrin directly to exposed skin
- Routinely check and eliminate any standing water in your yard. Water an inch deep can still produce hundreds of mosquitoes

Task Guidelines

Litter Removal

- Always wear work gloves.
- Work only during daylight hours.
- Work with a partner whenever possible.
- Do not work under potentially dangerous weather conditions, such as rain or heavy winds.
- Don't overexert yourself. Be sure to take breaks and drink plenty of fluids.
- Don't lift with your back, lift with your legs!
- Don't pick up materials that you suspect might be hazardous, such as needles, bloody objects or drug paraphernalia. Call your local fire station (000)000-0000 from a cell phone) or the AAP office immediately at (000)000-0000.
- Don't pick up litter close to the edge of curbs unless oncoming traffic is clearly visible.
- Tie bags tightly before disposal.
- Do not stomp on trash bags. Stomping may cause sharp objects to puncture the bag.
- Recycle whenever possible. Separate recyclables (glass, plastic, and aluminum) and take home for curbside pick-up or take to a drop-off center.
- If trash cans are full, place your filled bags next to the cans. If you are planning a major clean-up and are anticipating filling up a large pile of bags, please submit an Advanced Task Request Form to arrange for bag pickup.

Graffiti Removal

Before painting over graffiti, check with the appropriate City of Eagle Mountain staff for approval (You can do this by submitting an Advanced Task Request Form.)

Try to clean off the graffiti before you attempt to paint over it. Graffiti can often be wiped off with Formula 409 or a commercial graffiti remover. Volunteers must go through training before using graffiti remover.

A coating, called "universal sealer," should be applied over felt pen, lipstick, or grease pencil tags.

Let the sealer dry before attempting to paint over it.

Do not paint over ceramic tile, unpainted brick, plumbing, or light fixtures.

Check color of paint to be sure it matches. City staff can help match paint.

To remove graffiti from trees: spread dirt or mud over graffiti or mix baking soda and water and use a soft bristle brush to clean off. You may also use water-based saddle-brown paint to cover over graffiti.

To remove graffiti from signs or poles: spray cheap hair spray, rubbing alcohol, or nail polish remover over area and wipe clean.

To remove graffiti on walkways: wire brush area with baking soda mixed with water. Never paint on walkways.

Post area worked on with "Wet Paint" signs.

- Do not clean paint brushes, rollers, buckets, or other supplies at site.
- To clean up paint spills use: sand, kitty litter, or sawdust.
- Dispose hazardous materials at a hazardous waste collection site.
- Never clean brushes or rinse paint containers into a street, gutter, storm drain, or stream. Chemicals that are poured into a storm drain will flow directly to the Bay without being treated.

Recycle excess water-based paint, or use it up. Dispose of any excess liquid in the sanitary drain (located in your house) not in the storm drain.

Reuse left over oil-based paint. Dispose of excess liquid at household hazardous waste collection sites or events.

Weed Abatement

Before removing weeds, check with the appropriate staff for approval.

Contact the Adopt-A-Park office to coordinate in advance for pick-up of clippings.

- Wear protective gear: safety glasses/goggles, safety vests, long pants and long sleeves, sturdy work shoes, and work gloves.
- Do not use power equipment. It is against City policy.
- Do not work under potentially dangerous weather conditions, such as rain or heavy winds.
- Do not spray or use any chemicals. It is against City policy.
- Don't over exert yourself. Be sure to take breaks and drink plenty of fluids.
- Small children should not use weeding tools. Volunteers must be at least 12 years old to use weeding tools.
- Be cautious around thorny or poisonous bushes, such as poison oak or stinging nettle.
- Do not bag weed clippings unless specified by park staff (to ensure that clippings are recycled).

On a pathway or trail:

- Do not block pathways and trails.
- Be cautious and respectful of pedestrians, cyclists, and other trail users.
- Post appropriate "work ahead" signs on both ends of work area.

Eagle Mountain City and Trail Ordinances

As an Adopt-A-Park Volunteer, you have no authority to enforce the following park and trail ordinances. They are provided as information only, and we do not recommend you approach park or trail users who are violating any ordinances. If you notice a violation of these ordinances, please call (000)000-0000 for non-emergency and (000)000-0000 for emergencies.

Park

"Park" means all grounds, buildings, improvements, and areas dedicated to use by the public for park, recreation or open space purposes and over which the city has acquired right of use for such purposes.

Vehicle

"Vehicle" means any wheeled device or conveyance, whether propelled by motor, animal or human power. The term "vehicle" excludes city service vehicles, baby strollers and wheelchairs.

Vehicles - Operation and parking procedures and restrictions.

No person shall stop, park, or leave standing or unattended any vehicle, trailer or boat in any park or recreation area of the city, except in an area or space designated for parking of such objects by the Director of the Department of Recreation, Parks and Community Services, or upon any portion of any street or highway upon which the parking of such objects is permitted, or in excess of the time prescribed therefore by any city ordinance, resolution of the city council, or permit issued by the director. No person shall stop, park or leave standing or unattended any vehicle, trailer or boat in any area or space designated for parking of such objects by the director so that any part of such object is within the right-of-way of any street or highway within the limits of any park or recreation area of the city. The director is hereby directed to post signs giving notice hereof in such and so many portions of city parks and recreation areas as may be affected hereby.

No person shall operate a vehicle, except as authorized by the director, in any public park or recreation area within the city except upon any publicly owned

street or highway which is open for public vehicular traffic within such park or recreation area. No person shall operate any vehicle on any road, street, trail or highway in any city park or recreation area at a speed greater than the speed limit established by ordinance or resolution of the city council and posted on such road, street, trail or highway, or if no speed is posted, at a speed greater than fifteen miles per hour.

The Director may designate areas, paths, roads or trails in any city park or recreation area where the riding of bicycles, motorcycles, mini-bikes, or like vehicles may be permitted. No person shall ride or take any bicycle, motorcycle, mini-bike or like vehicle upon or in any area, path, road or trail in any city park or recreation area unless such activity is permitted by notices posted by the director.

Dog Ordinance

Dogs must be on a leash and kept under control at all times. Dog owners are required to immediately clean up and remove any and all excrement left by their dog.

Smoking Prohibited Where

No person shall ignite or smoke any tobacco or tobacco product, or any other material, on any park trail, bridle path, park restroom, or in any fire risk area, nor in any area additionally designated by the Director of the Department of Parks, Recreation and Neighborhood Services.

Intoxicating Beverages—Prohibitions and Conditions

No person shall consume any intoxicating beverages in any area of any City park or facility where prohibited or in violation of any limitation.

Amplified Sound Restrictions

No person shall in any City park operate or allow to be operated any loud-speaker or sound amplified device, unless such operation is permitted by the Chief of Police and follows the conditions set by the Director of the Department of Parks, Recreation and Neighborhood Services.

Powered Models—Operated Restrictions

No person shall operate in any park any model airplane, boat, car, rocket, or other device that is powered by a rocket motor, an internal combustion engine, or other power source, except in an area and at such times as are designated for such use by the Director of the Department of Parks, Recreation and Neighborhood Services.

Golf

No person shall hit any golf ball or use any golfing equipment in any City park except in an area designated for such use by the Director of Parks, Recreation and Neighborhood Services.

Doing Business Prohibited-Exception

No person shall practice, carry on, conduct or solicit for any occupation, business of profession in any City park, or sell or offer for sale therein any service or merchandise, article, or anything whatsoever, unless pursuant to a contract with or a permit issued by the City of Eagle Mountain.

The Director of the Department of Parks, Recreation and Neighborhood Services may issue a permit or may enter into and execute any contract for and on behalf of the City of Eagle Mountain without prior approval of the City Council to allow such doing of business in a City park by a nonprofit organization.

Water Pollution Prohibited

No person shall throw, discharge, or otherwise deposit or cause or permit to be placed into the waters of any fountain, pond, lake, stream, bay, pool, or any body of water in or adjacent to any City park, or any tributary stream, storm sewer, sanitary sewer, or drain flowing into such waters, any substance, matter or thing, liquid, solid, or gas, which materially impairs the usefulness of such water for persons or the habitability of such water for any animal, bird, fish, or reptile which drinks, swims in, or otherwise uses said water.

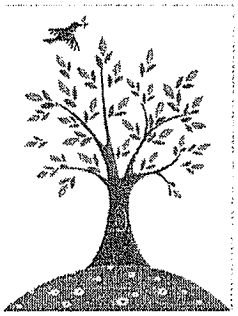
Littering Prohibited

No person shall deposit, drop, or scatter any garbage, trash, or rubbish, including, but not by way of limitation, any glass, paper, cans, ashes, leaves and

cuttings, furniture, appliances, or concrete in any City park except in a receptacle designed and placed to receive the same; nor shall any person import into or deposit in any City park or any other place any such, garbage, trash, or rubbish.

Rules and regulations - Compliance required

No person shall disobey or fail to observe any rule, regulation or lawful direction promulgated or made by the Director of the Department of Recreation, Parks and Community Services pursuant to the following authorization, of which such person has actual notice, however given, or of which reasonable notice has been given by appropriate sign or notice in a park.



EXAMPLE -Adopt A Park/ Trail Program

SUPPLY REQUEST FORM

Please complete and return this form by mail or fax if you or your group need to replace basic supplies or check out additional equipment. (Please return at least 2 WEEKS PRIOR to date in which you need supplies.) This form does not replace the Supply Check out Form that must be signed when supplies are picked up.

Group Name: _____

Group Contact Person: _____

Day Phone: _____ Evening Phone: _____

Park(s) or Trail(s): _____

Date Supplies Needed By:

_____ Qty	Item
Trash Bag(s)	
Garbage Sticker (s)	
Work Gloves	
Latex Gloves	
Volunteer T-Shirt(s) Please list sizes: _____	
Volunteer Name Badge(s) Please list names: _____	
Litter Stick(s)	
Shovel(s)	
Trowel(s)	
Pruning Shears	
Broom(s)	
Rake(s)	
Hoe(s)	
Hose(s)	
Quick Coupler (s)	
Other Supplies:	

Delivery Method:

__ I can pick up my supplies from

__ I can pick up my supplies from City Hall

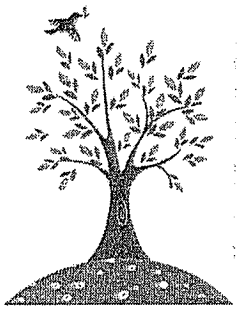
__ I would like to schedule a time to meet at my park

__ If possible, please mail to my address (as listed on my Adoption Proposal / Agreement)

_____ _____

Volunteer Signature Date

Example
Adopt A Park/Trail Program



ADOPTION PROPOSAL AND AGREEMENT

For Park and Trail Adoptions

Date: _____

Adopt-A-Park Participant (or Group): _____
Group Contact Person (if applicable): _____
Mailing Address: _____City: _____State____ Zip_____
Phone (day): _____Phone (even.): _____e-mail: _____
Park Interested in Adopting: _____Area Interested in Maintaining: _____
Duties (Scope of Work): _____
Work Schedule: _____ Total Weekly Hours: _____

TERMS AND CONDITIONS

1. ***Term***: Subject to City's right to terminate, this agreement shall be in full effect for ***one year*** beginning _____.

1. ***Conditions:***

(A) The participant (s) shall develop and follow a regular schedule of maintenance of the property as agreed upon by the Department of Parks, Recreation and Neighborhood Services and report any park hazards to City staff.
(B) The contact person shall report all hours volunteered to the Adopt-A-Park Coordinator.
(C) Each individual participant must sign the City of Eagle Mountain standard volunteer service agreement.

1. ***Access:*** Volunteers are allowed access to City property for the purpose of carrying out the terms of this agreement. The City of Eagle Mountain reserves the right to terminate this agreement at any time.

ADOPT-A-PARK PARTICIPANT- City of Eagle Mountain.

_____ _____

Signature of Adopt-A-Park Staff

For office use only: Approved / Denied (Circle) | Date: _____ | Training Date:_____ | Date Started: _____
Explanation for Denial: _____

EXAMPLE - Volunteer Service Agreement & Release
Volunteer Code of Ethics

Adopt-A-Park

PERSONAL CONTACT INFORMATION

Name_____

Address_____ Zip_____

Phone Email_____

Please check: ☐ Yes or ☐ No - to receive emails concerning volunteer opportunities with the City of Eagle Mountain.

Emergency Contact/Relationship/Phone

Medical Background – Please note any physical or medical conditions that should be considered in your assignment.

I, _____, agree to volunteer my services to the CITY OF EAGLE MOUNTAIN ("City") and to comply with the City's volunteer Code of Ethics.

I acknowledge that there is no salary or other compensation, or prizes of any kind to be provided by the City for my services as a volunteer.

Example of Injury Remedy???? This is needs to be written by the Cities Attorney.

I understand that during the course and scope of my (or my child's) volunteer services to the City, I (or my child) will be covered under the City's Workers' Compensation self-insurance. I also understand and agree that my sole remedy for any injury that I (or my child) may sustain during the course and scope of my (or my child's) volunteer services to the City, which is covered by Workers' Compensation, shall be through the City's Workers' Compensation self-insurance coverage. I waive any other right or remedy that I (or my child) may have against the City of Eagle Mountain, its employees, officer, and agents (collectively referred to as "City") available to me for an injury as described above (including an injury arising out of the City's negligence). Further, I release the City from all other liability arising from my (or my child's) volunteer service or activities as provided hereunder.

I also acknowledge and agree that my (or my child's) services are provided for the convenience of the City and may be terminated for any reason or for no reason and at any time by the City without prior notice or hearing. I, the undersigned, certify that the information stated on this agreement and release is true, complete and correct to the best of my knowledge and belief and is made in good faith. Any false statements made by me may be used as a basis of rejection for this application or termination of volunteer services.

This agreement shall remain in effect until terminated in writing by either party. Additional information may be provided on the attachments.

EXAMPLE - City of Eagle Mountain Volunteer Code of Ethics Agreement

Volunteers are an important asset of the City's workforce and make it possible for the City to deliver services to Eagle Mountain residents. As a volunteer, you represent the City of Mountain.

As such, it is important that you adhere to the City's Volunteer Code of Ethics.
I, _____, as a volunteer with the City of Eagle Mountain agree to:

- Conduct myself in a professional manner; maintaining high standards of honesty and integrity.
- Treat all members of the public, employees, and other volunteers with respect and courtesy.
- Avoid any activity that could be seen as a conflict of interest, such as accepting gifts or favors from individuals or businesses that could be seen to be an attempt to influence a City decision.
- Respect confidential information that is available to me as a result of my volunteer work with the City, and refrain from using it for personal gain or for personal, non-City business related reasons. Bring any violation of this confidentiality to my supervisor.
- Promptly raise questions and concerns regarding possible violations of City policy or local, State or Federal law with my immediate supervisor or another manager within my department.
- Reinforce the City of Eagle Mountain commitment to equal employment opportunity and a work environment free of discrimination and harassment, including sexual harassment.
- Please see Section titled Discrimination and Harassment Policy, in the City Policy Manual.
- I understand that I may be released from my volunteer position with the City of Eagle Mountain for not adhering to the above Code of Ethics.

_____ _____

Volunteer Signature Parent/Guardian if under 18 yrs. old

_____ _____

Date

_____ _____

Department Position/Department

_____

Important Phone Numbers