

HERNANDO COUNTY
ADOPT-A-PARK PROGRAM

POLICY NO. _____

PURPOSE: The Board of County Commissioners recognizes the value of community involvement through improvement activities, such as the Adopt-A-Park program. Through the Adopt-A-Park program, the County is able to collaborate with civic-minded individuals and organizations to maintain and improve Hernando County parks.

DEFINITIONS:

- A. Individual-any participant eighteen years of age or older or any participant eighteen (18) years or younger with adult supervision.
- B. Organization-any group that is a current valid corporate entity registered through the Florida Department of State Division of Corporations which can be verified through SunBiz.
- C. Department-Hernando County and the Hernando County Parks and Recreation Department.
- D. Adopt-A-Park Program-community engagement projects that may include, but not be limited to, trash pick-up and other improvement activities.

POLICY: It will be the responsibility of the Parks and Recreation Department to administer and execute this policy in permitting of individual(s) or organizations to volunteer and adopt an approved park, subject to the following conditions:

Individual/Organization Responsibilities:

- 1. Individual/Organizations shall adopt a park that is available for adoption on the list of parks provided by the Department after completing the required forms, agreement, and waiver.
- 2. Each volunteer organization participating in the Adopt-A-Park program shall have a designated representative.
- 3. The Individual/Organization shall be required to adopt and participate in the program for a minimum of two (2) years. Adopt-A-Park agreements can be terminated by either party upon a thirty (30) days' notice. Agreements may be extended for additional three-year terms. Volunteer organizations assigned sections shall have first right of renewal for that section.
- 4. Each Individual/Organization shall attend at least one (1) safety meeting per year.
 - a. Individuals must attend a safety meeting conducted by the Department before participating in the first park activity.
 - b. Organizations shall provide safety meetings for members prior to their first cleanup.

5. Any participant eighteen (18) years of age or younger shall be subject to the safety rules and regulations set down for participants over eighteen (18) years of age.
 - a. One (1) adult supervisor, over the age of eighteen years of age IS REQUIRED for each five (5) participants eighteen years of age or younger.
 - b. Parental/ Guardian Consent is required for each participant under eighteen (18) years of age.
6. The Individual/Organization shall commit to a minimum of four (4) service projects a year.
7. The Individual/Organization may supply their own equipment and materials or can obtain required supplies and materials from the Department during park business hours.
8. All volunteers must wear safety vest.
9. The Department/County shall not be liable for any costs or expenses of any nature or kind incurred by the volunteers with respect to any matters contemplated by this policy, and the volunteers agree to provide the Department its services for free
10. The Individual/Organization shall place filled trash bags at specified locations at the adopted site for pick up with the Individual/Organization Coordinator. It will be the responsibility of the Individual/Organization to dispose of trash either utilizing their local convenience center or curbside collection service.
11. Unused materials and supplies furnished by the Department shall be stored for the next pick-up with the Individual/Organization
12. Project events may only occur during daylight hours. Events may not occur during inclement weather or other park closures.
13. The Individual/Organization MUST advise the Department the day the first litter pick-up is to occur and MUST do so for all subsequent pickups.
14. The Individual/Organization MUST complete and provide to the Department, a record the work performed for by utilizing the Hernando County Adopt-A-Park Notification of Work Completed Form within two (2) weeks after the event.
15. Require that all participants sign COUNTY group volunteer release and waiver of liability, including the parent/guardian of each minor participant.
16. Review and adhere to COUNTY safety recommendations and accident prevention procedures, including completing and submitting an incident report within one (1) day after a clean-up event during which an accident or injury occurs. Refer to.
17. Abide by all park rules and County ordinances.
18. Adopting Organization will check and clear all listed names against the FDLE Sexual Predator list and will provide County with a background check affidavit stating that all volunteers have been cleared. The signed and completed background check affidavit for all volunteers must be turned in to County designee at least one (1) week before the scheduled clean up event.
19. Picture taking ban. Volunteers would not be allowed to photograph any attendees of the parks.

The Department agrees to accomplish the following:

1. Designate Parks for adoption and approve group project/activity.
2. Provide safety training through the Department or other qualified means as required.
3. Provide safety vest for all volunteers.
4. Provide a contact person within the Parks Division to act as a liaison and assist as necessary.
5. Monitor Compliance with program terms.
6. Erect a sign at each adopted park with the Group's name or acronym displayed.
All signs will be uniform.

