

City of Blue Springs
Parks, Recreation & Buildings Department

Adoption Program

Our adoption program is designed to encourage the citizens of Blue Springs to participate in the care and upkeep of our public parks, building sites, bike routes, recreational trails, mowing and vehicle equipment by adopting a specific area or piece of equipment. An individual, a neighborhood association, a business, a civic club, a church or even a school group can adopt these areas. If you can't make a long-term commitment, you can still help as a volunteer. We can help place you with an adopter or notify you of special projects that you can assist with. We also welcome financial donations for specific projects and may be tax deductible as well.

Once the adopter has completed an "Adoption Interest Form" and submitted it to our office, we will be in contact to determine in more detail the requirements of the adoption, such as frequency, assistance required from the City, and etc. An "Adoption Agreement" will then be developed which will identify what the individual or group will be providing and what the City will contribute to the effort. This will be signed by both parties and become the legal document approving the adoption.

Some of the services that citizens or groups can provide under these "Agreements" are: adoption of playground sites includes inspections and documentation, leveling play surface, and picking up litter; stream bank cleaning, inspection & installation of plants to repair or prevent erosion; building site adoption involves cleaning up litter, and weeding shrub beds; bike route adoptions require that you ride the route inspect, record & report any maintenance or safety issues to the department; recreational trails require that you walk or ride the trail and record & report any maintenance or safety issues, and removal of litter; equipment adoption means you would contribute a set amount of money to cover the normal annual upkeep and operating cost for that equipment for a one year period. For more information on Adoption Options and Requirements see the included information in packet. Each adoption can and is normally very specific and designed to fit both the adopter and City's interest.

This is an excellent opportunity for citizens to get involved in worthwhile projects, which help to beautify their neighborhood, improve the general quality of life, and provide a more attractive environment in which to live. Well-maintained public facilities may also enhance property values and increase business activity by enhancing the overall appearance of an area. Each adopter will be recognized a minimum of three times each year, with a sign, adoption certificate and listing of adopters in the Parks & Recreation Activity Guide. If you, or a group you are involved with, are interested in making an adoption, please contact:

City of Blue Springs
Parks, Recreation & Buildings Dept.
903 Main Street
Blue Springs, MO. 64015
Phone 816-228-0137
FAX 816-228-7592
www.bluespringsgov.com

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Description of requirements for various adoptions

- **Steam Bank Clean Up:** Similar to litter control only confined to ditches in Keystone Park, Stone Creek Park (undeveloped), Valley View Park (undeveloped), Ward Park, Burrus Old Mill Park, Woods Chapel Park, Rotary Park at Railroad Lake and Hidden Valley Park. Items to be removed vary from litter, trees, shopping carts, tires, and etc. that are washed in from up stream. City will be responsible for the removal of all debris from site once notified by the adopter that they are finished. This work would also involve the inspection for damage, erosion, illegal dumping into ditch, and may involve the installation of plant materials to prevent and/or repair erosion damage. Frequency should be regular such as monthly throughout the year. A sign(s) will be custom made and installed by the City to recognize the adopter.
- **Recreational Trails:** Trails are off street lineal paved paths located throughout (or will be in the future) the City. Some are along Adams Dairy Parkway, Moreland School Road, South Outer Road and others are located in various parks. Responsibilities will be to walk or ride the trail, inspect for pot holes, missing or damaged signs, grates, and vandalism, and document and report them. Litter pick up would also be included. These inspections and clean ups should be on a monthly bases from March thru October annually. City will provide trash bags and remove trash once notified by adopter. A sign(s) will be custom made and installed by the City to recognize the adopter.
- **Playgrounds:** Responsibilities include inspections of playground, litter removal from within and around playground, leveling of play surface materials, reporting of unsafe or vandalized equipment. City will provide forms and training to adopters to assist them in learning the inspections and documentation required. City will provide trash bags and remove trash once notified by adopter. This should be done at a minimum of once per month, preferably twice a month from March thru October annually. A sign(s) will be custom made and installed by the City to recognize the adopter.
- **Bike Route Inspections:** Responsibility would be to ride the route adopted and inspect for damaged grates, signs, debris, potholes, and vandalism. You should document this and then notify City of findings. We do not want you to attempt to make repairs or to pick up and remove litter due to safety and liability issues. This should be done at a minimum of once per month, preferably twice a month from March thru October annually. A sign(s) will be custom made and installed by the City to recognize the adopter.
- **Shrub Bed Planting & Maintenance:** Responsibilities would be to work with the City staff to design a planting plan if needed, and to plant the bed as designed. Then maintain the plants and bed by watering (if needed), weeding, removing litter and debris, removing dead plants and deadheading flowering plants. Frequency will vary based on season and type of bed and plants. City will provide trash bags and remove bags and other debris once notified by adopter that it is ready. A sign(s) will be custom made and installed by the City to recognize the adopter.
- **Building Sites:** Sites that can be adopted are the exterior grounds attached to or around the following buildings; City Hall / Eng. Annex, Public Safety / Y.O.U. buildings, Vesper Hall, Centennial Pool-Plex, and Public Works / Central Garage. Responsibilities would be to pick up litter, weed shrub beds, report any damage or vandalism, possible touch up and repainting of curbs, hand rails, etc. City will provide trash bags and remove bags and other debris once notified by adopter that it is ready. A sign(s) will be custom made and installed by the City to recognize the adopter.

Please see reverse side

- **Park Maintenance Equipment:** Adopter would select and adopt a specific mower, skid-steer loader or truck in the park system. City would prepare an annual (average) operating cost to include routine maintenance, repairs, and gas. The adopter would pay this cost. A sign will be made and installed by the City on the equipment to recognize the adopter. These adoptions may be tax deductible or used as a business expense if considered as advertising. You should check with your accountant or attorney.
- **Golf Course Equipment:** Adopter would select and adopt a marshal cart or beverage cart used on the golf course. Golf Course staff would prepare an annual (average) operating cost to include routine maintenance & repairs, and gas. The adopter would pay this cost. A sign will be made and installed by the City on the equipment to recognize the adopter. These adoptions may be tax deductible or used as a business expense if considered as advertising. You should check with your accountant or attorney.
- **Sport Court Areas:** These include any sand volleyball, tennis, basketball or horseshoe courts. Adopter would be responsible for the inspection of the court itself and surrounding area for damage, debris, vandalism, litter, worn or broken nets, broken lights or coin meters and etc. They shall notify the City of said findings and/or remove the debris, and litter. Surface of horseshoe pits should be leveled and packed into the pit. Any windscreen that is loose should be reattached with plastic ties that the City will provide to adopter. City will provide trash bags and remove bags and other debris once notified by adopter that it is ready. These services should be provided on a regular basis once a month to every two weeks from March through October annually. A sign(s) will be custom made and installed by the City to recognize the adopter.
- **Recreation Programs:** Adopter will be assisting with the provision of actual recreation programs that they have agreed to adopt. This may be in the planning, solicitation of sponsors, promotion or actual program/activity. City will recognize the adopter at the event and on promotional materials when possible. Adopter can also be the sole financial sponsor of the program or activity and but does not have to be involved in running the actual activity.
- **Ballfields:** Responsibilities will be to inspect the playing surface, fences, dugouts, benches and bleachers for unsafe conditions, damage or vandalism and to document and report them to the City. They may also desire to be involved in the annual maintenance or fertilization, watering, overseeding, and other agronomy practices. Adopter should inspect light systems for damaged fixtures, burnt out bulbs, exposed wiring and etc. Litter on or around the field shall be picked up and placed in barrels. These services should be performed on a weekly basis from March through October depending on the sports season. A sign(s) will be custom made and installed by the City to recognize the adopter.
- **Office Support:** Adopter would volunteer at the Parks & Recreation Office in City Hall, Vesper Hall or the Pink Hill Shop operation. They would assist with answering phones, sorting and preparing mailings, filing, copy work, etc. Volunteer hours could be on a regularly scheduled basis or on an irregular basis or on an on call basis. Recognition would be given at the annual Volunteer Recognition Banquet at Vesper Hall.
- **Senior Meal Deliveries:** Adopter would provide themselves and a vehicle for the delivery of meals from Vesper Hall to a predetermined list of seniors who cannot attend the daily luncheons. They would deliver the meals, check on the status of the senior and complete required paper work. Adopter will need to produce for coping a valid driver's license and proof of insurance. City will recognize these adopters once an year at the Vesper Hall Volunteer Recognition Dinner.
- **Litter Control:** Involves the specific pick up of litter from specific area on a regular basis. The City will be responsible for providing the plastic bags and removal of bags from the site once filled, upon notice from the adopter. Sites could be a ditch, a park, or right-of-way areas. A sign(s) will be custom made and installed by the City to recognize the adopter. Clean up should be bi-monthly from March thru October.

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ADOPTION INTEREST FORM

Please return completed form to:

City of Blue Springs
Parks, Recreation & Buildings Dept.
903 Main St.
Blue Springs, MO. 64015

Yes, I am interested in making the following adoption in the Parks, Recreation & Buildings Dept.

Adopters Name _____ Day Phone # _____

Address _____ City _____ ZIP _____

Organization or Business Name (if pertinent) _____

Park/Trail/Building/Equipment of interest: _____

Task you would be willing to perform or sites you would be willing to adopt:

<input type="checkbox"/> Litter Control	<input type="checkbox"/> Stream Bank Clean Up	<input type="checkbox"/> Recreational Trail
<input type="checkbox"/> Playground	<input type="checkbox"/> Bike Route Inspection	<input type="checkbox"/> Shrub Bed
<input type="checkbox"/> Building Site	<input type="checkbox"/> Trucks & Mower	<input type="checkbox"/> Financial Donation
<input type="checkbox"/> Golf Cart	<input type="checkbox"/> Sport Court Area	<input type="checkbox"/> Recreation Program
<input type="checkbox"/> Ballfield	<input type="checkbox"/> Office Support	<input type="checkbox"/> Senior Meal Deliveries

Approximate amount of time you are willing to volunteer:

hours/week hours/month ongoing one time

As a volunteer, I agree to help maintain, but not alter the present landscaping or design of a park, building or equipment. I acknowledge that all physical changes must be submitted in writing and are subject to approval by the Parks & Recreation Director. I will report my volunteer hours on the forms provided. Further, I understand that I or the City may terminate this agreement at any time and without cause, and that I am volunteering my services at will and may be asked to discontinue such without prior notice or reason. I acknowledge that I will be required to sign an Adoption Agreement and that as a volunteer I will agree to indemnify and hold the City of Blue Springs harmless from any and all liability and claims.

Applicant's Signature: _____ Date: _____