

**TOWN OF PRESCOTT VALLEY
REQUEST FOR COUNCIL ACTION**

Date: August 8, 2013

SUBJECT: Adopt-A-Park Letter of Understanding with Volunteers – George Andersen Park

SUBMITTING DEPARTMENT: Parks & Recreation

PREPARED BY: Brian Witty, CPRP, Parks & Recreation Director

AGENDA LOCATION: Comments/Communications , Consent , Work/Study ,
New Business , Public Hearing , Second Reading

ATTACHMENTS: a) Adopt-A-Park Letter of Understanding for **George Andersen Park** with Superstition Hills Community.

SUMMARY/BACKGROUND: In 2002, the Parks and Recreation Commission and the Parks and Recreation Department created an Adopt-A-Park Program with Town Council approval. In 2008, the program was reviewed and revitalized with the creation a comprehensive handbook. Currently nine Town parks have been adopted by various organizations.

Adopt-A-Park (AAP) Volunteers agree to visit the park of their choice on a monthly basis. During these visits AAP volunteers perform trash and debris removal, report vandalism, conduct cursory safety inspections, and can even perform light repairs and painting projects with supervision from the Parks staff. Volunteers are provided access to the Parks and Recreation department director, the Parks and Recreation Manager, the Parks Supervisor and tools and equipment to help them perform their tasks. Should the volunteers note any deficiencies or concerns, they are to immediately report to our administrative staff either by e-mail or telephone. The necessary repairs are then initiated by staff and confirmed completed to the volunteers. Additionally, it required that the volunteers report their hours of service each month. In exchange for the service provided by our volunteers, they receive (a) an advanced overview/training of the volunteer service performed; (b) a starter kit containing gloves, snacks and trash bags to get started; and (c) one free use of the park per month.

This program of park stewardship has played a key role in aiding park staff maintenance efforts and benefitting the community via upgrades to the park system. The Adopt-A-Park Volunteer Program has enhanced our overall park services via ongoing communication between the volunteers and staff.

OPTIONS ANALYSIS: Approve the Letter of Understanding or take no action at this time.

ACTION OPTION: Motion to authorize approval of the attached Letter of Understanding with volunteers for the Adopt-a-Park Program. **VOTE.**

RECOMMENDATION: Staff recommends approval of the Adopt-A-Park Letter of Understanding. An original copy will be provided to each volunteer or volunteer group.

FISCAL ANALYSIS: Staff believes that the benefits accrued from the volunteer services provided outweigh any additional staff time involved in administering these agreements.

REVIEWED BY:

Management Services Director _____

Town Clerk _____

Town Attorney _____

Town Manager _____

COUNCIL ACTION:

Approved Denied Tabled/Deferred Assigned to _____