

**TOWN OF PRESCOTT VALLEY
REQUEST FOR COUNCIL ACTION
Date: September 13, 2012**

SUBJECT: Adopt-A-Park Letter of Understanding with Volunteers - Lion's 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 **Lion's Park** with the Mid-Day Lion's Club.

SUMMARY/BACKGROUND: The Mid-Day Lion's Club partnered with the Prescott Valley Parks & Recreation Department in a joint effort to beautify Lion's Park. The club members were able to secure donations for much of the materials and the Parks & Recreation maintenance staff upgraded the irrigation system, imported dirt and rock, planted a tree and bushes as well as trimmed the existing trees and hedge.

The Mid-Day Lion's Club desires to become Adopt-A-Park (AAP) Volunteers and agrees to visit the park on a monthly basis. During these visits AAP volunteers will 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 department resources to help them perform their tasks as approved by the Parks and Recreation Director or their designee. Should the volunteers note any deficiencies or concerns, they are immediately reported to department administrative staff either by e-mail or telephone. The necessary repairs are then initiated by staff and confirmed completed to the volunteers. Additionally, the volunteers are required to report their hours of service each month which will be tracked by the department year-round. In exchange for the service provided by the volunteers, they receive (a) an advanced overview/training of the expected work to be performed; (b) one free use of the park per month which typically is used the same day that they perform their volunteer duties and (c) following 6 consecutive months of volunteer hours reporting an adoption sign with the group's name on it will be posted at the site.

This program of park stewardship has played a key role in determining where we as staff need to spend additional maintenance efforts. The Adopt-A-Park Volunteer Program has enhanced our overall park services via ongoing communication between the volunteers and staff. They regularly serve to advance our park system.

OPTIONS ANALYSIS: Approve the Letter of Understanding, **OR** direct staff to pursue other options, **OR** deny the Letter of Understanding.

ACTION OPTION: Motion to authorize approval of the Adopt-a-Park Letter of Understanding with the Mid-Day Lions Club at Lions Park. **VOTE.**

RECOMMENDATION: Staff recommends approval of the Adopt-A-Park Letter of Understanding with the Mid-Day Lions Club at Lions Park. An original copy will be provided to the 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 _____