



## **Jackson County Parks Adopt-A-Park Program**

### Purpose

Jackson County Parks realizes the importance of volunteer labor in our parks system. Many agencies throughout the state have proven that volunteers can be a key part of a successful program. Oregon State Parks and the Oregon Department of Transportation have used Adopt-a-Park and Adopt-a-Road programs to help maintain facilities for many years. On a local level, Jackson County has developed a county-wide Adopt-A-Road and Adopt-A-Trail program, to facilitate in road and Bear Creek Greenway maintenance.

Jackson County Parks has developed an Adopt-A-Park program that will help provide quality parks for citizens to enjoy, while providing a formal opportunity for motivated citizens to donate their time to a productive cause. Adopt-A-Park volunteers may help Jackson County Parks in the following ways:

- 1) Provide general cleanup and maintenance of specific parks
- 2) Survey parks for damage and vandalism
- 3) Aid in the restoration of park structures
- 4) Provide noxious weed control and native plant revegetation projects
- 5) Assist in trail maintenance and construction
- 6) Aid in the planning of special events
- 7) Various other projects tailored to the needs of each individual park and/or adopting group

### Who is this program for?

The Jackson County Adopt-A-Park program is suitable for any individual or group that wants to help Jackson County provide quality parks. The possibilities for volunteer projects are endless and the rewards are forever. Jackson County asks for a minimum commitment of one year with the opportunity to extend the agreement. School groups, churches, community groups, boy/girl scouts, camping/RV clubs, specific user groups and motivated individuals are examples of possible program participants.

## Program Guidelines

- All adopting groups or individuals will be required to sign an Adopt-A-Park agreement with Jackson County Parks.
- Participants may only adopt one park at a time.
- Jackson County will provide a recognition sign at the entrance to the adopted park acknowledging the help received by the volunteer group or individual.
- Any planned event under this program must be approved by Jackson County Parks a minimum of one week before the event date in an effort to coordinate program events with other park activities.
- Adopt-A-Park groups may be required to provide their own tools and equipment to complete the desired tasks, in which Jackson County Parks is not obligated to replace broken or stolen tools associated with program activities.
- Jackson County may provide materials necessary to accomplish the task.
- A scheduled list of activities will be required and all groups shall perform a minimum number of park maintenance events each year. This number will be determined on a project basis and described in the Adopt-A-Park Agreement.
- Participants must adopt the park for a minimum of one year.
- Participants must file a Program Participant Liability Waiver Form with Jackson County Parks, which releases Jackson County from any liabilities arising from activities in this program. It is the responsibility of the Adopt-A-Park group leader to ensure that all volunteers are currently registered with the County. Participants under 18 must have the Volunteer Registration form signed by their legal guardian.
- *Adopting groups will be required to have each individual volunteer review, sign and submit the attached Liability Waiver to Jackson County OR alternatively, provide proof of liability insurance in amount approved by the County Risk Manager naming Jackson County as an additional insured.*

## Application Process

Any interested group or individuals may contact Jackson County Parks at:

Jackson County Parks  
7520 Table Rock Rd.  
Central Point, OR 97502  
(541) 774-8183

Participants will meet with Jackson County Parks employees to determine specific park projects, group needs, and develop an Adopt-A-Park plan to address the criteria. The possibilities for collaboration are expansive and with the help of motivated participants Jackson County Parks will continue to offer unique experiences for future generations!

**JACKSON COUNTY PARKS DEPARTMENT  
ADOPT A PARK AGREEMENT**

**PURPOSE:**

Jackson County Parks Department has determined there is a beneficial interest to enter into an Adopt a Park (AAP) agreement with a person(s) or entity to provide volunteer services to achieve park goals.

**PARTIES TO THIS AGREEMENT:**

This agreement is entered into between Jackson County Parks and \_\_\_\_\_, (Adopter). Multiple persons involved in this AAP agreement shall be listed on the attached Adopt-A-Park Agreement Group Form. Names will be added to the Group Form if new members join the activities as described in Attachment A and B.

**DURATION OF THIS AGREEMENT:**

This agreement shall remain in effect from \_\_\_\_\_ until \_\_\_\_\_ unless terminated by either party upon **30** days written notice to the other.

**AMENDMENT:**

The duration, frequency of services, and type of services provided may be modified in whole or part as conditions warrant. Such changes in scope and nature of this agreement shall be mutually agreed upon in writing by both parties and made an attachment to this agreement. Agreement to changes in the scope of this agreement may be one-time, project specific or may last for the duration of the agreement.

**AGREEMENT:**

- 1) All projects, improvements, programs, and scheduled events shall be approved by Jackson County Parks a minimum of seven days in advance.
- 2) The parties agree the volunteers' duties under this agreement are non-compensable. It is agreed, the volunteers are not employees of Jackson County Parks. The adopters certify they are volunteering their services without pay and executing this agreement in consideration of, and solely for the purpose of assisting Jackson County Parks in care of the park.
- 3) Adopters may not enter into other agreements, contracts, request work or services, or otherwise obligate Jackson County Parks to any expenses without prior written authorization and consent of Jackson County Parks.
- 4) Adopters may, upon the consent of Jackson County Parks use their own personal property, tools and materials at their own risk. Jackson County Parks is not obligated to replace broken or stolen tools or materials.
- 5) Adopters shall secure their personal property.
- 6) Jackson County Parks may receive donation of materials and supplies from adopter as governed by Jackson County policy.
- 7) Adopters shall conduct themselves in such a manner as to bring pride to the image of the group, the park, and the park visitor.
- 8) Adopters shall not attempt to enforce park rules, confront visitors, or otherwise place themselves in an unsafe condition.

- 9) Adopters shall not administer first aid or emergency medical treatment unless they have been certified under a training program to those services.
- 10) Adopter shall notify the park manager of a problem and shall not attempt to repair park facilities from disasters, or attempt to correct a hazardous condition.
- 11) Adopter shall not investigate, open, move, dispose of, or handle any suspicious containers, packages, needles, syringes, or attempt to clean up any suspicious waste. The object or area may be flagged or signed and secured and the park manager notified.
- 12) Participation by children and young adults under 18 years of age may be restricted by the park manager if conditions warrant.
- 13) Persons under the age of 18 shall be supervised by a parent or guardian.
- 14) Adopters shall be subject to all park rules, regulations, policies, and procedures.
- 15) Adopters shall be responsible for the use of their own personal vehicle to and from the park.
- 16) Participants must file a Program Participant Liability Waiver Form with Jackson County Parks, which releases Jackson County from any liabilities arising from activities in this program. It is the responsibility of the Adopt-A-Park group leader to ensure that all volunteers are currently registered with the County. Participants under 18 must have the Program Participant Liability Waiver Form signed by their legal guardian.
- 17) *During the term of this agreement, the Adopters shall ensure that all volunteers have reviewed, signed and submitted to Jackson County a fully executed Liability Waiver form OR alternatively, maintain adequate liability insurance as outlined by the County Risk Manager. If group liability coverage is provided, Proof of Insurance shall be provided to the Jackson County Roads and Parks Department at the time signatures are affixed to this agreement. There shall be no cancellation, material change, reduction of limits or intent not to renew the insurance coverage(s) without thirty (30) days' written notice from Tenant or its insurer(s) to the County.*

**SIGNATURES:** The parties to this agreement whose representatives have affixed their signatures agree to the provisions of this agreement.

***Adopters:***

Individual or Group Name: \_\_\_\_\_ with \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

***Jackson County Parks Department:***

Parks Volunteer Coordinator: \_\_\_\_\_ Date: \_\_\_\_\_

Parks Program Manager: \_\_\_\_\_ Date: \_\_\_\_\_

**Attachment A**  
**Adopt-A-Park Agreement Group Form**

Adopting Group Name: \_\_\_\_\_

Park Location: \_\_\_\_\_

Date: \_\_\_\_\_

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*List of registered volunteers who are authorized to serve in this Adopt-A-Park program*  
*\*These participants have filed a Program Participant Liability Waiver Form\**  
*This list shall be updated when new participants apply and will be kept on file with Jackson County Parks*

1) \_\_\_\_\_  
Printed Name  
\_\_\_\_\_  
Signature  
\_\_\_\_\_  
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5) \_\_\_\_\_  
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