



ROCHESTER PARK AND RECREATION DEPARTMENT

201 – 4TH STREET SE – ROOM 150
ROCHESTER, MINNESOTA 55904-3769
PHONE: (507)328-2540
Email: jfeece@rochestermn.gov

Adopt-a-Park Program

The Rochester Park and Recreation Department has been authorized by the Board of Park Commissioners to provide a program that allows interested parties an opportunity to help maintain the park system. This agreement will outline the scope and understanding of the Adopt-a-Park Program.

The Rochester Park and Recreation Department agrees to be responsible for the following:

1. Coordinate the size and scope of the project to be undertaken by the volunteer(s) or volunteer group;
2. Disposal of the garbage and brush, etc., collected by the volunteer(s) or volunteer group, contact Mike Schaber at mschaber@rochestermn.gov or Jeff Feece at jfeece@rochestermn.gov for the coordination of disposal or other project needs such as tools or supplies;
3. Post recognition on the Adopt-a-Park website. Additional recognition is available (see below).
 - *The Park Department reserves the right to approve and/or edit the wording or names for the website.*

The volunteer(s) or volunteer group agrees to be responsible for the following:

1. Providing and supervision of individuals to maintain a designated project area, said maintenance to include cleaning up the area at least once per month from the beginning of April until the end of October;
2. Providing the necessary garbage bags, work gloves, and other equipment as needed, without cost to the Rochester Park and Recreation Department, coordinate with the RPRD about the potential to use department tools or supplies if necessary;
3. Reporting any signs of vandalism or broken equipment to the Park and Recreation Department;
4. Informing the Rochester Park and Recreation Department before undertaking a project involving the construction of, or rehabilitation of, any proposed or existing park property or structures thereon.

5. Reaffirm commitment to continue with adoption by the end of March every year. Your commitment to the adopted area will continue until one of the following occur:
 - a. *You do not acknowledge to us your interest to continue with the program by the end of March of each year.*
 - b. *We cannot reach the contact person by phone, email or mail. If the contact person changes it is your responsibility to notify us.*
 - c. *You contact us to end your commitment.*
 - d. *Contact person to affirm or terminate the adopt-a-park commitment is Jeff Feece jfeece@rochestermn.gov*
6. Additional recognition: The Adopter can request a recognition sign for the adopted area. The cost for a sign is \$250.00, which covers the cost of the sign, posts, and installation.
 - *The Park Department reserves the right to determine size, type, design, placement within the park area and to approve and/or edit the wording or names for a sign or the website.*

The volunteer(s) or volunteer group agrees to maintain the designated park area for a minimum of one (1) year.

The volunteer(s) or volunteer group specifically recognizes and agrees that they shall not incur any debts in the name of the City of Rochester or Rochester Park and Recreation Department. Also, the volunteer(s) or volunteer group shall save and hold harmless the City of Rochester and the Rochester Park and Recreation Department, its officers, agents, employees, and members, from all claims, suits, or actions of whatsoever nature resulting from or arising out of the activities of the volunteer(s) or volunteer group members.

AGREEMENT

I/We agree to maintain the _____ park/trail and to perform the duties of: 1) litter clean up; and 2) reporting vandalism or broken equipment. These duties are to be performed once a month between April 1st and October 31st (one year minimum). No other work is to be done within the park/trail system without written approval of the Park and Recreation Department.

The undersigned do hereby adopt the agreement by and between the Rochester Park and Recreation Department and the City of Rochester, Minnesota, dated _____, _____, and do hereby consent and agree to be bound by all of its terms, limitations, and conditions. The undersigned further agrees to review with and explain this agreement with all participants of the program who will be acting under his/her supervision.

Name of Group: _____

Contact Person:

Signature: _____

Address: _____

Phone: _____ / _____ E-mail: _____
(home) (work)

Recognition Section

Please indicate the name you want posted on the Adopt-a-Park website (restricted to 2 lines, 21 characters per line including spaces).