



City of
Chickasha

117 North 4th Street
Chickasha, Oklahoma 73018

Parks and Recreation Division

ORGANIZATION/GROUP LEADER INFORMATION:

Organization or Group Leader Names: _____

Primary Contact Person: _____

Secondary Contact Person: _____

Mailing Address: _____

Telephone: _____ Cell: _____ Email: _____

PARK ADOPTION INFORMATION:

Park Requested: _____

Alternate Park: _____

Proposed Start Date: _____ Planned Schedule: _____

Approximate Number of Participants: _____ Number of Adults: _____ Number of Minors: _____

GROUP SIGNS:

Adopt-A-Park groups are eligible for a sign with their group name in their designated park that they keep clean. If you are interested in a sign for your designated park it will be posted by our department in a location appropriate for existing conditions. If you **do not** wish to have a sign, please initial here: _____

APPLICANT STATEMENT:

On behalf of _____ (Group), I have read and agree to the procedures for the City of Chickasha's Adopt-A-Park Litter Removal Program. I understand the hazardous nature of the work that is to be performed and take responsibility for the group's participation in the program. I also agree to notify the City of any changes in the contact information or if a new contact person assumes responsibility for the group. I understand members of my group may be subject to a criminal history background check.

APPLICANT SIGNATURE: _____

TITLE: _____ **DATE:** _____

RECOMMENDED: () APPROVAL () DISAPPROVAL _____
Reason for disapproval

Parks & Recreation Director

Date

CITY OF CHICKASHA PARKS & RECREATION DEPARTMENT ADOPT-A-PARK LITTER REMOVAL PROGRAM AGREEMENT

THIS AGREEMENT, made and entered into this _____ day of _____ Year 20____, by and between the City of Chickasha herein-after called the “CITY” and _____ herein-after called the “GROUP”.

WITNESSETH

WHEREAS; _____ is a part of the Park System in City of Chickasha.

WHEREAS; the CITY is authorized to contract the private sector for the performance of its duties.

WHEREAS; the CITY has encouraged the implementation of an Adopt-A-Park program for the participation of local individuals or organizations in specific litter removal projects.

WHEREAS; the GROUP is agreeable of adopting the park identified on the application and summarized above in this agreement to perform litter removal and other appearance maintenance items, such as weeding, planting flowers, etc.

NOW THEREFORE; the parties agree as follows:

THE GROUP SHALL:

- A. Shall receive safety information and must conduct a safety meeting prior to the GROUP’s first cleanup. It is the responsibility of the group leader/representatives identified on the application to ensure that each new participant views and fully understands the safety video, program guidelines and obtains signed forms by each participant.
- B. Prior to any litter removal activities, contact the Parks & Recreation Departments’ representative at (405)222-6000 to arrange an appropriate litter removal schedule.
- C. Perform litter removal activities in the agreed park identified in this agreement/application a minimum of 12 times per year, equivalent to one time per month. If, within any six month period, our records indicate that there has been no activity from your group, a letter will be sent requiring immediate contact. Failure to do so will prompt the removal of your GROUP’s Adopt-A-Park sign and further participation in the program as a specified group.
- D. Contact the Parks & Recreation Department if any special accommodations are required by any GROUP member to safely perform the volunteer activities. The City will make reasonable accommodations as requested by the applicant.
- E. Remove litter during daylight hours and during non-inclement weather conditions only.
- F. Ensure that all participants wear proper clothing and bright colored shirts or safety vests.
- G. Ensure that all participants wear gloves or use proper litter removal tools and trash and trash bags.
- H. Have a working cellphone and a first aid kit on hand.
- I. Only allow such persons to participate as are determined by the GROUP to be responsible enough to safely participate in litter removal activities. Minimum age to participate is 10 years old.
- J. Provide one adult supervisor for every five youth ages 10 to 17 years old.
- K. Avoid lifting heavy or dangerous objects. Report dangerous or suspicious items to the Parks & Recreation Department or call 911.
- L. Submit a minimum of 12 litter removal forms annually after each cleanup.
- M. Report any accident to the Parks & Recreation Department at (405)222-6000 or call 911.

THE PARKS & RECREATION DEPARTMENT SHALL:

- A. Issue the safety video, safety checklist and other program materials that are provided as part of this program.
- B. Provide a permanent Adopt-A-Park sign as applicable and identified on page one of the application.
- C. Remove trash bags from the park when requested by the GROUP.
- D. Remove large, sharp or hazardous objects that are reported by the GROUP.
- E. Monitor compliance with program terms.

II

I, _____, on behalf of the GROUP, covenant and agree that we will indemnify and hold harmless the CITY, any maintaining agencies and all of their officers, agents and employees from any claim, loss, damage, cost charges or expense arising out of any act, action, neglect or omission by the GROUP during the performance of this agreement, whether direct or indirect, and whether to any person or property to which the CITY or said parties may be subject, except that neither GROUP nor any of its members shall be liable under provision for damages arising out of injury or damage to persons or property directly caused or resulting from the sole negligence of the CITY, any maintaining agencies and all their officers, employees or agents.

III

This agreement shall be non-lapsing; however, the CITY or GROUP may terminate this agreement for any reason upon 30 days' notice if deemed necessary to either party.

IV

This agreement is for litter removal activities only. Any beautification or other improvement project proposed must be pursued by written submittal of the proposal and elements to either party.

IN WITNESS WHEREOF; the parties hereto caused these present to be executed, the day and year first written above. I CERTIFY that I am familiar with the information contained in this agreement and that I possess the authority to execute this agreement on behalf of the GROUP.

NAME OF GROUP: _____

BY: _____ DATE: _____
Printed Name of Group Representative

SIGNATURE: _____ DL#: _____

Witness by CITY staff: _____ Title: _____
Name

CITY OF CHICKASHA, OKLAHOMA
PARKS & RECREATION DEPARTMENT

BY: _____ _____
Parks & Recreation Department Director Date

CITY OF CHICKASHA
PARKS & RECREATION DEPARTMENT
ADOPT-A-PARK PROGRAM

CLEAN-UP REPORT

EMAIL TO: summer.sanders@chickasha.org
DROP OFF AT: 117 N. 4th St. Chickasha, Oklahoma

Organization/Citizen Leader Name: _____

Date of Clean-up: _____

Location of Clean-up: _____

Number of Volunteers: _____

Total Number of Hours: _____

Contact Name: _____

Telephone Number: _____

Total Numbers of Trash Bags: _____

List any unusual items or items too big to fit in trash bags:

CITY OF CHICKASHA
PARKS & RECREATION DEPARTMENT
ADOPT-A-PARK PROGRAM

SAFETY PRECAUTIONS

The following safety precautions are to be followed by organizations participating in the Adopt-A-Park Program:

- Have a first aid kit available at every clean up when the project is at an unmanned site.
- Ensure an adequate supply of water is available throughout during any work day.
- Participants should wear hats, sun block, and sunglasses.
- Participants should always wear gloves and good quality footwear. Any open-style footwear will not be permitted.
- Participants should wear bright or light colored clothing.
- Avoid toxic/hazardous substances such as poison ivy, poison oak, areas where herbicides have been placed, animals and insects. Check with the assigned supervisor.
- No horseplay allowed during the clean-up.
- No intoxicating beverages or illegal drugs will be allowed.

The group Leader will review these precautions prior to commencing each and every clean-up and meet with the City's assigned Supervisor.