

What Is It?

The Adopt an Open Space, Park, Golf, or Trail Program provides additional maintenance to Louisville's green spaces. The program encourages businesses, organizations, clubs, churches, schools, and individuals to volunteer their time and talents to help maintain, remove litter from, and improve the City's Open Space, Parks, Golf Course and Trails.

Why Is The Adopt Program So Important?

Limited budgets prohibit optimal landscaping and maintenance in some areas; however, increased usage and the need for maintenance continues to grow and the City is committed to keeping public areas beautiful and well maintained for all to enjoy.

How Does The Program Work?

An individual or group may adopt an available Open Space, Park, area of the Golf Course or Trail of their choice. The deadline to Adopt a property is April 1st of each year. The Parks, Recreation, and Open Space Department is available to assist you in selecting an Adopt location. Complete the Adoption Application Form to apply and then staff will send you the Adopt Agreement to sign and commit to at least 3 times out and 10 hours on your Adopted property doing tasks such as removing litter, pulling weeds, painting and mulching throughout the year. Record your work days, hours worked and type of work completed on an Adopt Work Form to submit to your Adopt coordinator. The Parks, Recreation, and Open Space Department will provide trash bags, gloves, and mulch (when needed). Staff will also provide instructions and task recommendations as needed. Each Open Space, Park, Golf or Trail Adoption will expire December 31st of each year regardless of when the Adoption started.

Who Is Eligible?

The entire community of Louisville is eligible to participate. Businesses, schools, churches, fraternal organizations, clubs, associations and individuals have adopted Open Spaces, Parks, Golf and Trails in the past.

How Do We Recognize Our Volunteers?

With your one-year commitment and completing at least 3 times out and 10 hours working on your property, a sign will be placed at the Adopted location bearing the name of the group or individual that has adopted the Open Space, Park, Golf, or Trail .

How Do You Get Started?

Complete the Adopt Application and mail or email to: City of Louisville, Attn: Catherine Jepson, 739 S. 104th Street, Louisville, CO 80027 or catherinej@louisvilleco.gov. Your application will be reviewed and a representative from the Parks, Recreation, and Open Space Department will contact you to confirm your Adopt location and will prepare for your review and signature an Adopt Agreement.

POLICIES

An individual or group may apply to adopt an Open Space, Park, Golf or Trail in the City of Louisville. A minimum one-year commitment is required. All Adopt Agreements will expire on December 31 of each year regardless of when an Agreement started. When an Agreement expires, if acceptable to both parties, the adopting organization or individual may renew the Agreement for an additional year.

Requests to adopt specific Open Space, Park, Golf or Trails are processed on a first-come, first-serve basis. The deadline to Adopt a property is April 1st. If there are simultaneous requests for the same location, a lottery will be held to select which organization or individual will adopt that location. The Parks, Recreation, and Open Space Director will make the final determination as to whether a group can participate and will approve final Adopt locations.

Each volunteer group leader is required to complete an Adopt Application and sign an Agreement and Waiver before participating in the Adopt Program.

The adopting organization or individual must agree to complete work on their property 3 times and 10 hours or more during the year performing tasks such as removing litter, controlling weeds, repairing or painting fences or handrails, mulching, pruning, etc. on the Adopt location. More work days, bi-monthly or monthly are highly recommended. The Adopting organization must fill out an Adopt Work Form for each day you work on your Adopt location, tracking and recording the time spent, the names of all participants presents, and submit to your Adopt coordinator.

Participation in the Adopt Program can be hazardous. All participants must sign the Volunteer Waiver for Participating Adults before work commences. When children under the age of eighteen participate, a parent or guardian of each minor must sign a Volunteer Waiver for Participating Minors. There must be one adult present for every five minors participating. The volunteer group leader/contact person shall have emergency contact information accessible at the site.

City of Louisville will provide the following for adopting organizations or individuals:

- Signage at selected location identifying the adopting organization or individual posted in the second year of participation in the program.
- Trash bags and gloves (work gloves must be returned within 48 hours after work day)
- Mulch (for specific projects)
- Adopt Work Forms
- Additional safety information

The volunteer group leader / contact person from the adopting organization must contact the Parks, Recreation, and Open Space Department between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday, at least 48 hours prior to the work day to make arrangements to pick-up needed items and schedule a pick-up date for bagged debris/ trash collected from adoption locations. Pick-up of items, excepting Golf, will be at the City Services Facility at 739 S. 104th Street in Louisville. Golf pick-up will be at the Coal Creek Golf Course Pro Shop, 585 W. Dillon Road, Louisville. If the volunteers have agreed to provide support for more complex maintenance activities such as: construction, fence/gate work, painting, and/or mulching, the volunteer group leader / contact person must contact the Parks, Recreation, and Open Space Department at least two weeks before the scheduled work day.

All participants are required to read the Safety Recommendations and conduct themselves in a safe manner at all times while participating in the Adopt Program. In addition, each participant is required to wear gloves while working in your adoption location.

SAFETY RECOMMENDATIONS

SAFETY DOs:

DO make sure that all participants are familiar with these safety recommendations.

DO assign one volunteer as a safety coordinator who oversees other volunteers to ensure that work is conducted in a safe manner, paying special attention to participating minors.

DO wear light or bright-colored clothing, gloves, and hard-soled, protective shoes which are appropriate for the weather and work associated with the specific Open Space, Park, Golf, or Trail Adoption.

DO take breaks on a regular basis.

DO work only when weather is fair and in the daylight.

DO bring a water bottle and wear sunscreen and sunglasses.

DO be aware of your physical condition and refrain from doing any activities beyond your capabilities.

DO watch and take precautions for:

- Snakes, other animals and insects
- Noxious weeds
- Glass, barbed wire, pipes and debris with sharp or rusted edges
- Unexpected holes or ditches

DO be aware of traffic on adjacent roads and driveways.

SAFETY DON'Ts:

DON'T step into a roadway for any reason. Don't pick up litter or debris on a roadway surface or close to the edge of the road.

DON'T park vehicles in unauthorized areas.

DON'T do anything to distract passing drivers.

DON'T bring pets with you during work days.

DON'T leave children or pets in the car while participating in the program.

DON'T pick up any materials which may be hazardous to your health (e.g. chemical, firearms, hypodermic needles, etc.). Please notify the City if hazardous conditions exist (911 for emergencies or 441-4444 for non-emergencies).

****These recommendations are not all inclusive. Take all precautions necessary to avoid accidents.****