



SEND COMPLETED FORMS TO:
Lindon City Adopt-A-Park Program
25 N Main, Lindon Utah 84042
Office: (801) 769-8636

Tuesday, October 13, 2015

Welcome!

Dear Volunteer,

Thanks for your interest in Lindon City Volunteer In Parks (VIP) program. Lindon City has more than 55 acres of parks areas, 5 miles of trails and hundreds of trees that need constant care and improvement. Lindon City residents deserve and expect the very best in facilities, parks, programs and services. Together—*with your assistance* – we can continue to offer the very best to the Citizens of Lindon City.

The Lindon City Parks and Recreation department is dedicated to providing beautiful, clean, safe, and family friendly parks and recreation areas. We hope you will help us accomplish this mission by joining the ranks of VIP's around the city who are volunteering in the program. As a Lindon City VIP, you will have the opportunity to work in your community parks and trails areas toward this common goal. This is a big responsibility.

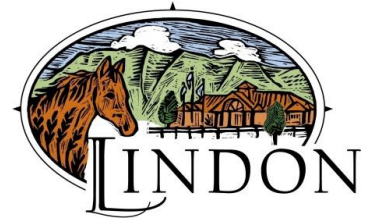
Becoming part of this program is exciting and rewarding, but we know it isn't easy work. Volunteers must possess leadership skills, take initiative and be creative in their approach to park care. Please review the volunteer requirements, guidance documents, and responsibilities carefully, to enable yourself to make the greatest impact.

Thank you for all you do, and will do, to help make sure Lindon City remains as the, Jewel of Utah County!

In partnership,

Heath G. Bateman
Lindon City Parks & Recreation Director
25 N Main
Lindon, Utah 84042
hbateman@Lindoncity.org
801-769-8628

Adopt-a-Park, Adopt-a-Trail, Adopt-A-Tree



The Volunteers In Parks program encourages community organizations, school clubs, corporations, and individuals to take an active role in improving Lindon City's parks and trail systems. One unselfish act benefits the entire community. Adopting a park, trail section or tree can take many forms, including establishing a presence in the park, to being on the look-out for maintenance issues and reporting these to the City, providing maintenance assistance in the form of general clean-up, painting, weeding, planting, and providing input to the City on park development and use.

We encourage you to become directly involved in improving parks, invest in environmental protection, and protect our resources while experiencing personal, social, and physical rewards.

VIP Mission

To protect, maintain, and enhance the Lindon City's neighborhood parks and open spaces, trails and trees through ongoing volunteer support and to inform the residents regarding the importance of parks, trails and open spaces.

Who can become a VIP?

The Adopt-A-Park Program seeks to bring together all groups interested in improving our City's parks and open spaces. Our volunteers would include:

Individuals

Families

Neighborhood Associations

Youth Groups

Senior Citizens

Schools

Scouts

Church Groups

Businesses

How can volunteers help?

Volunteer groups care for their adopted area in the following way:

Picking up litter

Raking leaves

Removing graffiti

Caring for trees

Sweeping courts

Cleaning pathways

Reporting hazards

Pulling weeds

Planting flowerbeds

Checking facilities for vandalism

Locking restrooms

How do you become a VIP?

1. Sign and return the appropriate Adopt-A-Park Volunteer Application form and each adult must sign the Release of Liability form (Xerox as necessary). If you have volunteers under the age of 18, you must have the Release from Liability Form–Minor signed by their parent.
2. The Parks Division will process your forms and contact you.
3. City staff will train you to do the tasks for which you have volunteered.
4. You will be required to provide all tools necessary to accomplish these tasks. Some supplies will be provided by the department depending on budget restrictions.

What are VIP's responsible for?

- Required to maintain their adopted park for at least one (1) year. We encourage volunteers to work at their adopted location at least once a month. Volunteers need to coordinate their schedules with the Parks Division.
- Abide by all park rules and regulations.
- Notify the Parks Division regarding changes in any VIP volunteer duties.
- Return all supplies upon resignation.
- Keep a tally of the number of volunteer hours on a monthly basis and report to the Parks Division. Tabulation of this information is vital to the program in the following ways:
 - o Justifies the need for additional tools and supplies to City Council.
 - o Accounts for total donated time to the City for statistical reports.
 - o Confirms growth or decline in volunteer involvement.
 - o Assists students who are required to perform community service hours.
 - o Assists our office in providing volunteer awards and recognition.

City Support

The program will provide you with supplies to assist you in your duties such as trash bags, painting supplies and paper goods. This not only helps you do your job but also helps us keep our parks clean! Gardening tools such as shovels, rakes, gloves, etc. & safety equipment will be provided by volunteer organizations and participants.

Acknowledgement & Recognition

Adopters receive the following to reinforce a sense of responsibility and civic pride:

- An official Certificate of Adoption.
- An invitation to our Annual Volunteer Recognition Event.
- An adoption sign naming the adopters to be posted at the park site after 30 reported volunteer hours.
- Recognition on City Website

Adopt-A-Park locations

Pioneer Park
Citizenship Park
Lindon View Park
Panorama Park
Water Tank Park
City Cemetery
Fryer Park
Hollow Park
Community Center Grounds
City Center Park
Creekside Park
Pheasant Brook Park
Meadows Park
Equestrian Staging Area

Adopt-A-Trail locations

Lindon Heritage Trail

Sections:

- West from 1200 E to 900 E at approximately 140 North (approx.42 of a mile)
- West from 900 E to 700 E at (approx .36 of a mile long)
- South on 700 E to Center Street, then West on Center Street to Main Street (approx. 1 mile)
- North on Main Street to 60 N. then into the main park continuing under state street to Lakeview Drive and 400 W (approx. .81 Mile)
- West from 400 W to 800 W then South to 200 South. (approx 1 mile)
- West on 200 South to Geneva Road. South on Geneva Road to under the underpass of I15. West on the Trail to the Foot Bridge (approx 1 mile)
- West from the Foot Bridge to Pioneer lane. (approx .5 Mile)

Murdock Trail

Sections:

Adopt-A-Park Packet ver.2-15

- North 200 S to Center Street (approx .30 mile)
- North on Center Street to 400 N (approx .60 mile)
- North from 400 North to 400 East Pleasant Groove (approx .75 Mile)
- Trail entrances at 200 S, Center Street North & South, 400 N. North & South.

Adopt-A-Tree Locations

Pioneer Park
Citizenship Park
Lindon View Park
Panorama Park
City Center
Aquatics Center
Community Center
Water Tank Park
City Cemetery
Fryer Park
Hollow Park
Community Center Grounds
City Center Park
Creekside Park
Pheasant Brook Park
Meadows Park
Equestrian Staging Area
Etc.

Other suggestions welcome

So, is becoming a V.I.P. by adopting a park or other location a possibility for you? Simply fill out the Adopt-A-Park Group Volunteer Application on the following pages, and also a volunteer form for adults and children for each person that is going to be working with you and return them to me either by mail or fax and the Parks Department will contact you to get you started.

You and your volunteer group will make a great difference.



SEND COMPLETED FORMS TO:
Lindon City Adopt-A-Park Program
25 N Main, Lindon Utah 84042
Office: (801) 769-8636

VIP (Volunteers in Parks) GROUP VOLUNTEER APPLICATION

PROJECT DESCRIPTION:

Name of Adopted Area: _____

Description of Adopted Area _____

GROUP INFORMATION:

Group/Organization: _____

Lead of Group/Organization: _____

Address: _____

City: _____ Zip: _____ Phone #: _____

Email: _____

Number of Volunteers: Adults: _____ Minors: _____

Please carefully read each item:

I certify that all statements on this application are true and complete. I understand that any false statements on this application shall be considered sufficient reason for termination of a volunteer placement.

The Lindon City is authorized to make any investigation regarding past employment or volunteer history. Successful completion of a background clearance is a qualification to work in certain programs.

In the event I am placed as a volunteer with the Lindon City, I agree to comply with all of its rules and regulations.

Please read the criminal background check information below:

In connection with your application, we may procure one or more of the following reports as part of the process of considering your candidacy. If you are placed as a volunteer or you are a current volunteer, appropriate City personnel are allowed to check the following records periodically during the course of your placement with the Lindon City.

Fingerprinting may be required as part of the criminal background check.

In the event information from the report(s) is utilized, in whole or in part, in making an adverse decision with regard to your service as a volunteer, the City will provide you with a copy of the report as allowed by law and a description in writing of your rights under the Federal Fair Credit Reporting Act.

You are authorizing the City to obtain the necessary report(s) in order to consider you for the position you applied for, and for subsequent checks as a volunteer of Lindon City.

You agree that the City is not liable for any action taken according to the reports secured. Information will be shared on a need-to-know basis or as required or permitted by law.

I hereby certify that all statements contained on this application are true to the best of my/our knowledge, and that by signing this agreement, I understand and agree to the Volunteer Guidelines and Provisions.

Volunteer Signature: _____ Date: _____

Parent/Guardian's Signature: _____ Date: _____

If applicant is under the age of 18, a parent/guardian's signature is required.

| | |
|---------------------|--------------|
| For Office Use Only | |
| Date Received _____ | Approved Y/N |
| Location _____ | |
| Conditions _____ | |

VOLUNTEER FORM

RELEASE OF LIABILITY FOR ADULTS

I AM AWARE that volunteering for Lindon City involves risk of personal injury, property damage, and other risks associated with volunteer service.

I RELEASE Lindon City from any and all liability for all loss, damages, and claims, (including attorney fees and costs), resulting from injury to the person listed below or to his or her property arising from the volunteering services.

I HEREBY HOLD HARMLESS Lindon City and project organizers from any and all claims, actions, or damages relating to or arising out of any activity related to volunteering for Lindon City. These releases are effective for me, my personal representatives, assigns, and heirs.

I HEREBY confirm, represent and warrant that I have never been charged with or convicted of any violent crime, child abuse or neglect, child pornography, child abduction, kidnapping, rape or sexual offense of any kind or any other similar violation of law, nor have I ever been ordered by a court to receive psychiatric or psychological treatment in connection therewith. I hereby give my consent and authorize Lindon City to investigate any past conduct, including having access to any criminal history pursuant to U.C.A. 53-10-108. I understand that any information relating to any past criminal history will be viewed only by the those representatives of Lindon City who are involved in processing my application and will not be distribute or discussed with any other third parties and that any such information will only be used to verify my affirmations contained herein and in making decision regarding my application to act as a volunteer.

I UNDERSTAND I am fully and completely responsible for all healthcare expenses incurred by me if I become injured while participating in the City of Lindon City's Volunteer Program, and I have made arrangements to handle such expenses through insurance coverage, access to cash, or other methods.

FURTHERMORE, I agree to utilize my own vehicle for transportation to and from the City, and further agree that I will be fully responsible for any and all damages or injuries sustained by myself and anyone else in my vehicle. I agree not to provide transportation for any of the children that are attending any of the programs for which I volunteer. I hereby represent and warrant that I am fully insured to operate my personal vehicle, to the extent required by law.

I ASSUME FULL RESPONSIBILITY FOR any and all claims and costs (including my own) arising directly or indirectly out of activities, acts, or omissions while volunteering with the City of Lindon City.

FURTHERMORE, I authorize the City of Lindon City to use my name and give any organization involved with the City of Lindon City permission to photograph me. I understand

that the City of Lindon City has permission to use my name, photographs/videotapes, likeness, image, voice and biography in all media, publications, advertising and for publicity purposes in connection with my participation with a City of Lindon City Volunteer Program related activity or project unless written notice is received to the contrary.

I CERTIFY that the statements made in this volunteer release are true and correct, and have been given voluntarily. I understand that this information may be disclosed to any party, with legal and proper interest, and I release the City of Lindon City from any liability whatsoever for supplying such information. I understand that I will not be paid for services as a volunteer.

I HAVE CAREFULLY READ AND UNDERSTAND COMPLETELY THE ABOVE PROVISIONS AND VOLUNTARILY SIGN THE RELEASE AND INDEMNITY AGREEMENT.

VOLUNTEERING ORGANIZATION _____

VOLUNTEER NAME: _____

VOLUNTEER BIRTHDATE _____

ADDRESS: _____

CITY: _____ **STATE:** _____ **ZIP:** _____

HOME TELEPHONE: _____

CELLULAR: _____

E-MAIL ADDRESS: _____

SIGNATURE: _____ **DATE:** _____

CITY OF LINDON CITY VOLUNTEER FORM

RELEASE OF LIABILITY FOR UNDER 18

I AM AWARE that volunteering for the City of Lindon City involves risks of personal injury, property damage, and other risks associated with volunteer service.

I RELEASE the City of Lindon City from any and all liability for all loss, damages, and claims, (including attorney fees and costs), resulting from injury to the student listed below or to his or her property arising from the volunteering services.

I HEREBY HOLD HARMLESS the City of Lindon City and project organizers from any and all claims, actions, or damages relating to or arising out of any activity related to volunteering for the City of Lindon City. These releases are effective for the student listed below, his or her personal representatives, assigns, and heirs.

I HEREBY confirm, represent and warrant that I have never been convicted of any violent crime, child abuse or neglect, child pornography, child abduction, kidnapping, rape or sexual offense of any kind or any other violation of law, nor have I ever been ordered by a court to receive psychiatric or psychological treatment in connection therewith.

I UNDERSTAND I am fully and completely responsible for all healthcare expenses incurred if I become injured while participating in the City of Lindon City's Volunteer Program, and I have made arrangements to handle such expenses through insurance coverage, access to cash, or other methods.

FURTHERMORE, I agree to utilize my own vehicle for transportation to and from the City, and further agree that I will be fully responsible for any and all damages or injuries sustained by myself, and anyone else in my vehicle. I agree not to provide transportation for any of the children that are attending any of the programs for which I may volunteer. I hereby represent and warrant that I am fully insured to operate my personal vehicle, to the extent required by law.

I ASSUME FULL RESPONSIBILITY FOR any and all claims and costs (including my own) arising directly or indirectly out of activities, acts, or omissions while I am volunteering with the City of Lindon City.

FURTHERMORE, I authorize the City of Lindon City to use my information listed below and give any organization involved with the City of Lindon City permission to photograph me. I understand that the City of Lindon City has permission to use, photographs/videotapes, likeness, image, voice and biography in all media, publications, advertising and for publicity purposes in connection with my participation with a City of Lindon City Volunteer Program related activity or project unless written notice is received to the contrary.

I CERTIFY that the statements made in this volunteer release are true and correct, and have been given voluntarily. I understand that this information may be disclosed to any party, with legal and proper interest, and I release the City of Lindon City from any liability whatsoever for supplying such information. I understand that the student listed below will not be paid for services as a volunteer.

I HAVE CAREFULLY READ AND UNDERSTAND COMPLETELY THE ABOVE PROVISIONS AND VOLUNTARILY SIGN THE RELEASE AND INDEMNITY AGREEMENT. I HAVE BEEN INFORMED THAT UPON MY 18TH BIRTHDAY, I WILL BE REQUIRED TO SIGN A NEW RELEASE OF LIABILITY.

VOLUNTEERING ORGANIZATION _____

STUDENT NAME: _____

PARENT NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PARENT PHONE: _____ PARENT -or- MINORS CELL PHONE: _____

STUDENT E-MAIL ADDRESS: _____

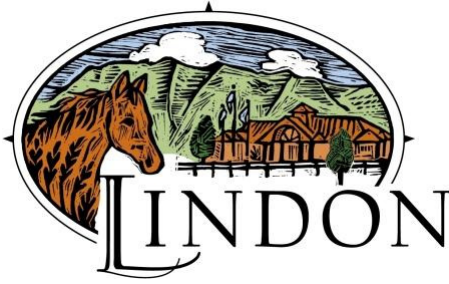
MINORS SIGNATURE: _____ DATE: _____

****GUARDIAN, IF UNDER 18 : _____ DATE: _____**

** A Parent or Guardian must sign if under the age 18 at time of signature.

I HAVE CAREFULLY READ AND UNDERSTAND COMPLETELY THE ABOVE PROVISIONS AND VOLUNTARILY SIGN THE RELEASE AND INDEMNITY AGREEMENT.

SEND COMPLETED FORMS TO:
Lindon City Adopt-A-Park Program
25 N Main, Lindon Utah 84042
Office: (801) 769-8636



LINDON CITY ADOPT-A-PARK WORK REPORT FORM

This form should be turned in upon completion of an organized event. Please fill out the form as completely as possible and return to:

Lindon City Parks Department
25 N Main Street
Lindon, Utah 84042

Location: _____ Date of Cleanup: _____

Group Name: _____

Start Time: _____ Finish Time: _____ # of Participants: _____

Total Hours : _____ Total Group Volunteer Hours: _____
(Total Hours x # of Participants)

Condition of Area: Bad Fair Good

COMMENTS FOR REPAIRS/REPLACEMENT NEEDED:

ROAD SIGNS TRASH CANS PATHS PARKING LOT TABLES MISC

COMMENTS: _____

Group Coordinator Signature

Phone #

Report dangerous conditions to Lindon City Parks, at 801-769-8635.
Trash bags can be obtained from the Lindon Community Center, 25 N Main

