

Adopt-A-Park Agreement

314-984-5993 | kparkv@kirkwoodmo.org

Adopt-A-Park Program Overview

The Adopt-A-Park program is a collaborative effort between the Kirkwood Parks and Recreation Department and individuals, families, schools, faith-based organizations, community and neighborhood groups, or corporations to maintain a specific park or area within a park. The Volunteer Coordinator creates a customized service plan with the Adopter Group that meets the group's service activity interests. Volunteers visit the park, a minimum of once per month, to perform activities agreed upon in the service plan. Volunteers also make note of conditions in the park that requires attention by Park Staff. The Adopter Group should not mow grass, clean restrooms or perform major repairs or maintenance without the permission of Park Staff. Youth Adopter Groups must have one adult supervisor present during service events.

Service Commitment

The Adopter Group commits to maintaining the adopted park for one year. The Adopter Group must contact the Volunteer Coordinator within 30 days of the expiration date to renew the agreement. At any time, either the Kirkwood Parks and Recreation Department or the Adopter Group may cancel this agreement by submitting notice to the other party in writing.

Recognition of Adopter Group

The Adopter Group is recognized on the Kirkwood Parks and Recreation Department's webpage. An official 'Adopt-A-Park' sign is installed in the park or the Adopter Group has the option to provide a sign that is approved by the Kirkwood Parks and Recreation Department at the adopted park location.

Park Improvements

The Adopter Group may desire to make improvements to the park by adding plantings, artwork, site furnishings or other features. All improvements must be approved prior to beginning the project. Park improvements may be at the Adopter Group's expense.

Media Release

All publications, films, slides, videos, artistic or similar endeavors, resulting from my activity will become the property of the City of Kirkwood, and as such, will be in the public domain and not subject to copyright laws.



Tools and Supplies

Adopter Groups may furnish their own supplies or equipment. However, the Kirkwood Parks and Recreation Department may be able to provide equipment such as gloves, rakes, brooms, shovels, trash bags, hand tools, plants, mulch, and t-shirts during service days. Contact the [Volunteer Coordinator](#) to request equipment.

Expense Reimbursement and Donations

The City of Kirkwood does not reimburse expenses incurred by Adopter Group. Request materials for use in the park by contacting the [Volunteer Coordinator](#). Each request is evaluated for expense and appropriateness for tasks. Kirkwood Parks and Recreation Department does not appraise the value of donated item(s).

Reporting Safety Concerns, Issues, or Maintenance Needs

Call [314-984-5993](#) or [314-822-5897](#) for immediate assistance, to report tree related issues, graffiti, safety concerns or illegal dumping, and to request bulk trash/large debris removal.

Recording Adopt-A-Group Activities

A record of the previous month's activity must be reported by the 5th of each month or after each event. Email the following information to kparkv@kirkwood.org:

- Number of adult and minor participants in each event
- Amount of time served at each event
- Activities performed at each event

Volunteer Activity Assumption of Risk, Waiver and Release

I represent and acknowledge that I am fully competent, and that I understand that I am assuming all risks that may arise during my participation as a volunteer in the above-mentioned City of Kirkwood sponsored recreation activity. I am fully aware of the fact that there are dangers and risks inherent in this activity, including, but not limited to, the risk of serious personal and physical injury, death or other harmful consequences that may arise or result directly or indirectly to myself from participation in this activity. Being fully informed as to risks and in consideration of being allowed to participate in City sponsored activities and/or use of City facilities, I hereby assume all risk of personal and physical injury, damage, death or harmful consequences to myself arising from such activities. Also, on behalf of myself, my heirs, executors and assigns, I hereby release and hold harmless the City of Kirkwood, it's officials, employees, instructors, volunteers and agents, and waive any right of recovery that I might have to bring a claim or a lawsuit against them for any personal or physical injury, death or other harmful consequences arising out of my voluntary participation in this activity.