



## City of Huber Heights Adopt-a-Park Program

### **What is Adopt-a-Park?**

The Adopt-a-Park program is an excellent opportunity for local organizations and groups to help keep Huber Heights Parks beautiful. The City owns and maintains over a dozen city parks and can always use extra help with landscaping, painting and other minor maintenance projects throughout the year.

### **Which park can I adopt and when?**

The City of Huber Heights offers opportunities to all Parks enthusiasts. Your community group can adopt a single park for one full year, or choose a date and single project for which to adopt a Park.

If you would like to Adopt-a-Park for a year, beginning January 1<sup>st</sup> of each year, you can apply using the form attached. City staff will review your group's application and provide guidance and approval. This commits your group to a Park for the whole year. You will be expected to clean/rake the Park at least three times per year and complete any other projects that you specify on your application. This application needs to be filled out and approved annually so that we can track our Park adoptions, give everyone a chance to Adopt-a-Park and recognize those who give back to our community through this program.

If you cannot commit to a full year adoption, there are still projects available. For instance, groups are needed to rake leaves in the Fall, paint shelters in the Spring and pick up trash in the Summer. Simply call us for guidance or fill out an application with your intended project and we will process it for approval.

### **Who provides supplies for the projects?**

The City can provide trash bags for clean ups, but we also need your help to provide many of the supplies. Community groups that can provide paint, plants and other supplies encouraged to donate. Call us for guidance.

### **What do we get in return for our hard work?**

In addition to feeling good because you're helping the Huber Heights City Parks, all groups will receive recognition in the City's newsletter; and, in addition, groups that adopt for one full year will receive one free park shelter rental and recognition at a City Council Meeting

### **Is there anything else I need to know?**

Make sure you let us know when you plan to do a project and then submit a simple Project Report after you're finished.

### **Still have questions?**

Contact Mike Gray @ 937-237-6065 or MGray @ hhoh.org



**City of Huber Heights**  
Adopt-a-Park Program  
Application

The City of Huber Heights will work with the group adopting the Park to determine the specific park to be adopted. Please print all the information below.

**Organization Information:**

\_\_\_\_\_  
*Name of Organization*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Mailing Address*

\_\_\_\_\_  
*Daytime Phone*

\_\_\_\_\_  
*City, State and Zip Code*

\_\_\_\_\_  
*Email*

**Contact Person Information:**

\_\_\_\_\_  
*Contact Person Name*

\_\_\_\_\_  
*Email*

\_\_\_\_\_  
*Mailing Address*

\_\_\_\_\_  
*Daytime Phone*

\_\_\_\_\_  
*City and Zip Code*

\_\_\_\_\_  
*Authorized Signature*

Approximate number of people that will participate in the park adoption/clean-up: \_\_\_\_\_

The Park that your group would like to adopt (in order of preference)

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

Type of work group will perform (minimum 3 clean-ups required for full year Park adoption)

\_\_\_\_\_  
\_\_\_\_\_

Please return this form to: City of Huber Heights, 6131 Taylorsville Road, Huber Heights, OH 45424

**Office Use Only**

The City of Huber Heights recognizes the group above as the adopting organization for services as identified in this application for a period beginning \_\_\_\_\_, \_\_\_\_\_ and ending \_\_\_\_\_, \_\_\_\_\_.

Application approved by: \_\_\_\_\_  
Mike Gray, Public Works Manager



## City of Huber Heights Adopt-a-Park Program Terms and Conditions

The City of Huber Heights acknowledges the importance of keeping the City's Parks well maintained. The Adopt-a-Park program is designed to facilitate volunteer programs to help clean up and maintain the Parks.

By signature the volunteer group acknowledges the potentially hazardous nature of the work to be performed and agrees to the following terms and conditions:

- Every group member, through the authorized signature on the application form, agrees to indemnify the City of Huber Heights against any injury that occurs during the course of his/her volunteer work.
- Any group with members younger than 18 years of age must have adequate adult supervision. A minimum ratio of one adult for each four persons under 18 years of age is required.
- All work shall be done in accordance with the City's Noise Ordinance. All City Parks close at dusk.
- Groups shall notify the City 48 hours prior to performing any project. Groups shall obtain required supplies and materials (if applicable) from the City during regular hours.
- The group shall place filled trash bags in a single central location at the adopted Park for pickup and disposal.
- Any other modifications to the Park, i.e. painting, mulching, landscaping, must be preapproved through the City.
- Unused materials and supplies furnished by the City shall be returned to the City following a project.



**City of Huber Heights**  
Adopt-a-Park Program  
Project Report

Location of Project: \_\_\_\_\_

Date of Project: \_\_\_\_\_ # of Volunteers: \_\_\_\_\_

Number of Hours Worked: \_\_\_\_\_

Kind of Work Performed: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Pounds of litter and debris collected (1 bag of litter = 20 pounds): \_\_\_\_\_

\_\_\_\_\_

Contact Person Name

\_\_\_\_\_

Email

\_\_\_\_\_

Mailing Address

\_\_\_\_\_

Daytime Phone

Did you notice anything that requires the attention of the Public Works/Maintenance Staff? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Would your group like to be recognized at the next City Council Meeting (2<sup>nd</sup> and 4<sup>th</sup> Monday of the month)? \_\_\_\_\_ (y/n)

**Thank you!**

**Once your project is complete, please do one of the following:**

- Fax this form to 937-233-4279
- Email to [mgray@hhoh.org](mailto:mgray@hhoh.org)
- Or mail to  
Adopt-a-Park Program  
6131 Taylorsville Road  
Huber Heights, OH 45424