

ATTACHMENT A
KETCHIKAN GATEWAY BOROUGH PARKS AND RECREATION DEPARTMENT
GUIDELINES FOR CONDUCTING ADOPT-A-PARK PROGRAM

_____, An organization/group of individuals requesting to adopt _____ for litter control or other services, agrees to comply with the following guidelines governing the Adopt-A-Park Program:

All litter pickup activities will be restricted to the areas of the park.

No person(s) under the age of 7 years will be permitted to pick up litter within the park. All persons between the ages of 7 and 18 must be accompanied by at least one adult per 5 persons under the age of 18.

Each organization shall designate a Contact/Safety Representative who will arrange to meet with a department representative prior to the first scheduled litter pickup and at least annually thereafter. That representative will be responsible for safety meetings, and for obtaining litterbags.

The department will assist the adopting organization in planning the meeting.

In this meeting, the workers should be apprized of the nature of the work, which they will be performing.

The group shall obtain bags from the department during regular business hours.

Unused bags furnished by the department shall be returned to the department following a cleanup.

The adopting organization will place all bagged litter by the trash containers. Public Works will pick up the gathered litterbags and dispose of them.

The adopting organization will support activities, which will influence and encourage the public to improve the park(s) appearance.

The adopting organization will promote the activities of the organization through media attention.

Organization Authorized Signature

Date

ATTACHMENT B
KETCHIKAN GATEWAY BOROUGH PARKS AND RECREATION DEPARTMENT
GUIDELINES FOR CONDUCTING ADOPT-A-PARK PROGRAM

It is further understood by _____
that the Ketchikan Gateway Borough, Parks and Recreation Department will:

Erect identification signs at each park to recognize the adopting organizations activities and efforts.

Furnish all litterbags needed by the adopting organization.

Collect and dispose of all litter, which is picked up and bagged by the adopting organization.

Assist the adopting organization with litter pickup, promotional and media activities, to the extent practical. A two-week notice should be given to the department.

Meet with Contact/Safety Representatives prior to first scheduled pickup and at least one time annually thereafter.

If at the end of a three-month period it is determined that the adopting organization has not conducted a cleanup activity, the department will cancel their agreement and remove the signs.

Organization Authorized Signature

Date