



What Is It?

The Adopt an Open Space, Park, Golf or Trail Program provides enhanced maintenance for Louisville's green spaces. The volunteer 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. Deadline to Adopt a Property is April 1st of each year. The Parks and Recreation Department is available to assist you in selecting an adoption location. Complete the Adoption Application Form and Volunteer Application to commit to at least 4 work days or 10 hours during the adoption year (more days are desirable) performing tasks throughout the year such as removing litter, pulling weeds, painting, mulching, at the golf course divot repair, cart path maintenance, cart washing and cleaning, flower planting, clean-up of waterways and invasive plant removal. Record your work days, hours worked and type of work completed on an Adopt Work Form to submit to Parks and Recreation staff. The Parks and Recreation 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 expires 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, and Trails in the past. Coal Creek Golf Course is new to this program as of 2016.

How Do We Recognize Our Volunteers?

With your one-year commitment and completing 10 hours of volunteer work, 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 [Adoption Application](#) and the [Volunteer Application](#) and [email](#) or mail to: City of Louisville Parks and Recreation, 749 Main Street, Louisville, CO 80027. Once the City has processed your Volunteer Application, a representative from the Parks and Recreation Department will contact you to discuss the adoption process.

ADOPT AN OPEN SPACE, PARK, GOLF OR TRAIL

PROGRAM 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 adoptions will terminate on December 31 of each year regardless of when the adoption started. When an adoption terminates, if acceptable to both parties, the adopting organization or individual may renew the adoption for an additional year. An adoption cannot be assigned to another group or person.

Requests to adopt specific Open Space, Park, Golf or Trail are processed on a first-come, first-serve basis. Deadline to Adopt a Property is April 1st of each year. 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 and Recreation Director or his/her designee will make the final determination as to whether a group can participate and will approve final adoption locations.

Each volunteer group leader / contact person is required to complete and sign a Program Application before participating in the Adopt Program. Volunteer Applications are also required every two years for all individuals who volunteer more than one day per year.

The adopting organization or individual must agree to work at least 4 days or 10 hours during the year at their adopt location performing tasks such as removing litter, controlling weeds, repairing or painting fences or handrails, mulching, golf course divot repair, cart path maintenance, and cart washing and cleaning. More work days, bi-monthly or monthly are highly recommended. The adopting organization or individual must fill out an Adopt Work Form for each day worked at the adoption location, tracking and recording the time spent, the names of all participants present, and the type of work completed, and submit to Parks and Recreation staff.

Participation in the Adopt Program can be hazardous. All participants must sign the Volunteer Waiver for Participating Adults form before each work day. When children under the age of eighteen participate, a parent or guardian of each minor must sign a Volunteer Waiver Form 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
- 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 and Recreation 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 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 and Recreation 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 pickup 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.*****