

General guidelines and expectations for Starkville Adopt-A-Park

1. Starkville In Motion's Role

- a. Coordinator between the Starkville Parks Department and community organizations
- b. Maintain communication and provide support with community organization leaders

2. Community Organization's Role

- a. Designate a leader within the organization to communicate with SIM
- b. Monitor park needs and communicate to SIM needed maintenance and equipment
- c. Assist with maintenance and cleanup needs at least once per month
 - i. trash pick-up (including broken glass and cigarette butts)
 - ii. ground keeping (raking leaves and picking up sticks)
 - iii. landscaping (trimming low-lying limbs)
 - iv. organizing park equipment into proper location (trash cans, benches, tables, etc.)
 - v. relating to maintenance: trash cans, trash bags, changing light bulbs, clean running water of existing facilities, cleanliness of available restrooms, etc.
 - vi. relating to park amenity needs: adding lights, benches, trash cans, drinking fountains, restrooms, etc.
- d. Communicate to SIM concerns about park security and illegal activities
- e. Submit a written monthly report via email to SIM (starkvilleinmotion@gmail.com) about needs, maintenance, and security concerns
- f. Beautification projects (to be approved by City)
 - i. mulch, plants, and flowers
 - ii. painting
 - iii. simple constructions

3. City's Role

- a. Identifying maintenance needs in the parks that are appropriate for the adopting organizations
- b. Communicating with SIM park needs and concerns with Starkville Adopt-A-Park program
- c. Providing supplies and tools needed to perform approved maintenance tasks

4. Advertising

- a. Community organizations would be recognized as a park's adopter with a sign near the entrance of the park, paid for by funds raised by Starkville In Motion