

Subject: Adopt-a-Trail Program

Policy No.: 900-0001

Effective Date: August 24, 2020

BACKGROUND:

We're looking for nature-minded individuals and groups such as scouting organizations, civic associations, school and church groups, families, nature clubs, and businesses seeking community service opportunities to help maintain the beautiful City of Woodstock trails. Adopt-a-Trail is a partnership program between the City of Woodstock Parks and Recreation Department and members of the community at large.

Trail adoption is a great way for individuals, families, businesses or organizations to give back to their communities on a regular basis . Trail Adopters are responsible for regularly removing debris and trash from designated sections of trails, assist with distributing Leave No Trace information and notifying the City of Woodstock Parks & Recreation Department of any trail issues that need to be addressed. Yearly, Trail Adopters will be asked to host a public service project. Volunteers must be 18 years old, or work with a consenting adult at all times, and will be asked to sign a liability waiver.

Phase 1 will take place on three (3) sections of the Noonday Creek Trail, two (2) sections of the Towne Lake Pass Trail, two (2) sections of the Rubes Creek Trail and two (2) sections of the Trestle Rock Trail and quarterly cleanups will be scheduled with Trail Adopters for the fall quarter (October, November & December) beginning October 1, 2020. In addition, one (1) trail service project will be required per year.

1. Does the program align with the goals & objectives in the Program Planning Guide?

Goal #4 - Objective #2 Using community input, community programming inventory, and strategic partnerships, ensure current and future programs and events are unique to Woodstock and innovative.

2. Is the program projected to break even or make a profit?

Being FREE, the program will not earn a profit.

3. Does the current budget support the program currently? Provide?

Currently, \$500 is budgeted for this program, and it is expected to be funded fully by the city. The department has a marketing budget, however print material will be free through the city print shop, and other marketing efforts (social media, etc.) will be covered through the department's general administration budget. In the future, we may look to increase the budget as new phases begin.

4. What communication & support from other city resources will be needed for the program to be successful?

Coordination with GIS/Planning for updated trail maps, coordination with Parks & Recreation Administrative Coordinator for website application and content creation, coordination with Parks Operations Coordinator for communication, leadership, training and potential staffing are necessary for this program. Marketing support in terms of website promotion, social media blasts, and boots on the ground marketing delivering flyers to local businesses and communities, which will be done by program staff during normal working hours. For the program, PD will be notified as well as P&R Maintenance, so everyone knows that there is an organized group on the trails and in the parks.

Frequently Asked Questions

What is the Adopt-A-Trail Program

The program is an opportunity for conservation-minded groups of all sizes and types to sponsor a section of Woodstock's trail system by conducting routine light maintenance and clean-up.

How long is the sponsorship?

Sponsoring groups will be asked to commit to maintaining a section of trail for a minimum of one year.

What is involved sponsoring a section of trail or park?

Groups will be assigned an available section of Woodstock's trails and must commit at least one 3-4-hour workday every three months to remove trash and perform light maintenance. In addition, groups are requested to submit and complete a community service project once a year.

What are the benefits for my group?

In addition to receiving a sign designating your section of adopted trail, each group will be helping trails and parks in Woodstock remain clean for all to enjoy. Not only will future visitors to the trails and parks benefit from your efforts, the native wildlife will benefit from your conservation efforts.

How does my group sign up?

Please have the leader of the group fill out an application found at _____. Once the application is reviewed, your group leader will be contacted to get the process underway. Any questions can be directed to adopt-a-trail@woodstockga.gov

I am an individual and I would like to get involved. How can I help?

The City of Woodstock Parks and Recreation will hold a trail clean-up every three months and all are encouraged to join. Individuals volunteers must be 18 years old, or work with a consenting adult at all times, and will be asked to sign a liability waiver. Please consult the dates for trail clean-ups and fill out the individual application. Any questions can be directed to adopt-a-trail@woodstockga.gov

Sign Example

Adopt-a-Trail



This section of the

Noonday Creek Trail

is maintained with the help of volunteers from



Leave
No
Trace™

Proud Partner 2020 | LNT.org

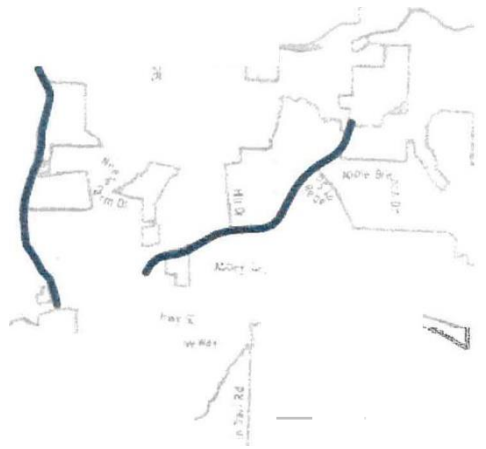
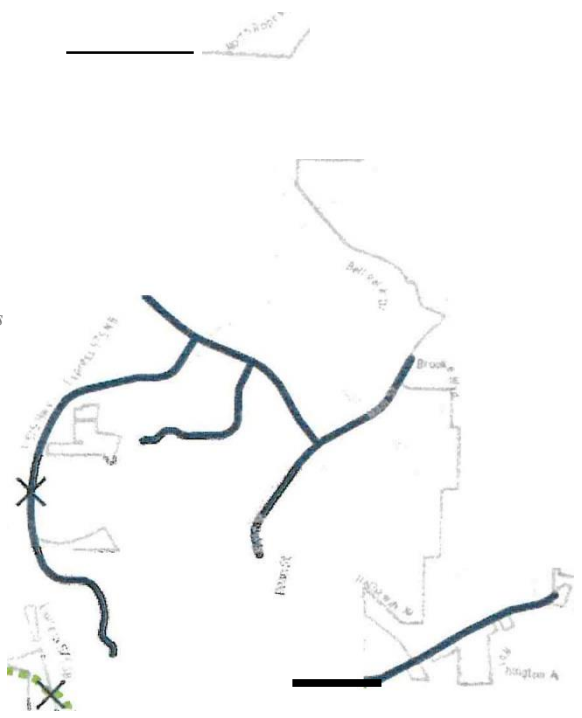
More information on
trail or park adoption at
www.woodstockga.gov



7

Q.III

0.5



CITY OF
WOODSTOCK

**CITY OF WOODSTOCK PARKS AND RECREATION
ADOPT-A-TRAIL CONTRACT**

PARKS AND RECREATION

Whereas, The City of Woodstock Georgia and _____ recognize the need and desirability of litter-free trails and _____

Whereas, the "Adopt-A-Trail " program has been established for civic and non-profit organizations , and other interested parties to contribute toward the effort of maintaining litter-free trails and promoting the pillars of Leave No Trace; and

Whereas, _____ is aware of the potentially hazardous work which is to be performed; and

Whereas, _____ agrees to abide by the Adopt-A-Trail rules and regulations attached, and

Whereas, _____ understands that the City of Woodstock agrees to cooperate in the development of the program, but cannot assume any liability with respect thereto. Therefore, the City of Woodstock recognizes:

The name you want on your sign

City Trail Name From To

Furthermore, _____ accepts the responsibility of picking up litter from

both sides of the trail, completing quarterly cleanup reports, and promoting a litter-free environment and the pillars of Leave No Trace for the above trail section.

Name of Organization

Mailing Address City Zip

Contact Person Phone Number E-mail Address

Signature

Date

PLEASE READ: Groups that have beliefs or practices that attack or malign an entire class of people, typically for their immutable characteristics such as race, color, religion, gender, disability, sexual orientation, gender identity or expression, national origin, or ethnicity are prohibited from participating in this program.

Mail, or E-mail Form To:
City of Woodstock
Attn: Recreation Operations Manager
105 East Main Street, Suite 142
Woodstock, GA 30188
Adopt-A-Trail@woodstockga.gov

CITY OF
WOODSTOCK

PARKS AND RECREATION

Adopt-a-Trail Program Guidelines

A group will commit to four (4) quarterly cleanups of a selected sections of trails in the City of Woodstock. In addition , the group will commit to one (1) service project per year. The group will designate a Group Coordinator to be a liaison with the Parks & Recreation Adopt -a-Trail Program Manager. The City of Woodstock Parks & Recreation Department will provide signage on the trail indicating the group' s adoption of that section of trail.

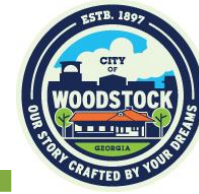
Group Coordinator:

- Will notify Adopt -a-Trail Program Manager within 2 weeks of desi r ed event date.
Will arrange with Adopt-a-Trail Program Manager to pick up City provided materials:
 - *Trash Bags
 - *Trash pickers (if available)
 - *Small tools (if necessary)
- Provide a signed waiver release form confirming that all participants have signed the participation/liability waiver and Covid waiver (ages under 18 will require parent/guardian signature.)
- Coordinate with Adopt-a-Trail Program Manager to remove filled trash bags left at a predetermined location.
- Submit status report upon cleanup completion.
- Encourage group members to complete a post-cleanup survey.
- Will coordinate yearly service project with Adopt -a-Trail Program Manager and Parks Operations Coordinator.

Group Participants:

- Be prepared to participate in light, outdoor maintenance and litter removal.
- Prior to quarterly cleanup event or yearly service project, sign the participation/liability waiver and Covid waiver (ages under 18 will require parent/ guardian signature) and turn into Group Coordinator.
- Carpool in order to reduce the number of vehicles.
- Park in designated parking lots only.
- DO NOT handle materials such as any type of syringe, animal carcasses, or other hazardous materials . If any such item is found, please notify the Adopt -a-Trail Program Manager or available City Staff.
- Anyone under 18 years of age must be supervised by an adult .

ADOPT-A-TRAIL



We're looking for nature-minded individuals and groups such as scouting organizations, civic associations, school and church groups, families, nature clubs, and businesses seeking community service opportunities to help maintain the beautiful City of Woodstock trails.

Where: Noonday Creek Trail,
Rubes Creek Trail, Towne Lake
Pass Trail, Trestle Rock Trail

When: Once a quarter clean-ups (4)
plus a yearly service project

How: Clean a designated section of trail
of trash/tree debris and light
maintenance (2-3 hours)

Who: You!

You'll Receive: A double-sided sign on your
section of trail celebrating your commitment to
nature and the City of Woodstock

For More Information: Please email
Adopt-a-Trail@woodstockga.gov



**Leave
No
Trace™**

Proud Partner 2020 | LNT.org