

Adopt-A-Spot Beautification Program

Volunteer Orientation

Thank you...

- Volunteer adopters make a huge impact on our community
- Hundreds of residents and visitors will enjoy seeing your bed every day
- Your efforts affect how they feel about our city
- The City has 90 beds currently in the program

Your work is visible.

- Unlike many other volunteer activities which are hidden from the community, the work of our adopters is clear to the public.
- Your efforts – or lack of effort – will be made clear to everyone through the appearance of your bed.

Adopt-A-Spot Expectations

- Excellent = Bed is weed free and has appropriate plants; bed has color throughout the growing season.
- Good = Bed has some weeds and needs additional plants or dead plants removed; can reach excellent with little effort.
- Unacceptable = Bed does not meet the standards of the program. Weeds are abundant and need immediate attention.

Bed Reviews

- Staff review all beds 2-3 times throughout the growing season.
- You will receive feedback from us based on program expectations.
- We will also pass on to you feedback we received from the public.

When beds don't meet program expectations...

- We want you to succeed and will give you time to maintain your bed.
- If the Adopt-A-Spot program is not a good fit for the volunteer and it is not being maintained, we may ask if it can be transferred to a new adopter.

Your sign

- Your sign is an important part of recognizing you for your efforts and identifying your participation in the program.
- If your sign is damaged or vandalized, please let us know. We want it fixed or replaced.

More on signs...

- Our policy is one sign per bed. Adopters with larger beds may purchase a second sign. Currently the cost is \$130.
- If you need a new sign due to a name change, we ask that you bear that cost.
- If one is needed, we will purchase a replacement sign for your bed every four years with a renewal agreement.

Tips on maintenance

- Have a plan
 - Take time each week or two weeks to weed and/or water your bed.
- If you are part of a group who is adopting, please work with your group to devise a plan before you agree to participate.

Waste from your bed

- You will have weeds and dead plant material to cut back from your bed.
- You are welcome to dispose of that at a city mulch site OR bag it and let us know; we will ask a Solid Waste truck to pick it up.
- Please fill the bags no more than 50 pounds.
- Please do not throw it in the street or along the curb. It is unsightly and pollutes our stormwater system.

Costs

- Our hope is that participating in the Adopt-A-Spot program should not result in large out-of-pocket costs.
- Share the Light funds are used to purchase fall bulbs and spring annuals.
- Share the Light funds are also been used to purchase mulch.

Costs

- Please work with the ONS on the needs for your bed. We may be able to help with replacement plants.
- Please get approval on expenses you would like reimbursement for before you make the purchase.
- Expenses you incur as an adopter may be a tax deductible expense.
- Consider budgeting for expenses for your bed.

Costs the city will not cover:

- Water hoses; irrigation
- Fertilizer
- Weed prevention chemicals

Inexpensive Ways to Help Your bed

- If you need plants, consider dividing plants from your home garden or ask friends and neighbors if they can help you.
- Occasionally ONS will make you aware of free plants or plants that may be transplanted from other spots.
- The City provides free mulch at their Parkside and Capen Park locations.

Plant Considerations

- Height
- Water
- Color
- Availability
- Sun

Water...

- Water is available in some beds
- If water is not currently in your bed, it is quite unlikely that it will be added
- Adopters are responsible for quick couplers (when applicable) and must return them at the end of their adoption.

More on Water...

- Water is turned off for those beds without frost free hydrants from Oct. 15-April 15.
- Please let us know by April 1 if you plan to use the water so we can make sure your hydrant is turned on.

Please check that the water is working before planting flowers.

Safety...

- Since you will be working along the roadway, safety is important!
- Park in a safe place off the roadway.
- Be selective in where you stand when weeding and planting your bed. Don't be in a position where you may fall into traffic.
- You may borrow safety vests and signs.

Educate yourself

- Learn about the plants in your bed.
- Read books or websites to learn more.
- Take a look at landscaping you like to get ideas from your bed.
- Read information sent by OVS; attend our winter meeting.

"Murphy's Law" *If anything can go wrong, it will*

- Your bed may be driven into
- Deer may eat your plants
- Your plants may be stolen
- Your sign may be vandalized

Adoption Agreements

- Are approved by City Council
- Are written for a four year commitment
- Require that as an adopter, you agree to weed, water, mulch, and plant bulbs and annual flowers

Thank You!

- For your commitment to our city by volunteering with the Adopt-A-Spot Beautification Program.

We look forward to working with you!