



**PARKS &
RECREATION**

Seguin Adopt-A-Spot Program

Mission statement:

This program is intended to provide residents and/or groups with a means to help keep the City of Seguin clean and a wonderful place to work, live, and play for all.

About the program:

The Seguin Adopt-A-Spot program encourages citizen participation in beautification projects and litter clean-ups of designated public areas at regular intervals. A spot could be a park, trail, road, creek, median, right-of-way, or City entryway monument sign. Individuals, organizations, or businesses (large or small) may agree to keep a designated spot cleared of litter for a one year period and/or provide beautification for an indefinite period of time as long as program requirements are met. Special projects can be considered as part of the Adopt-A-Spot program that add permanent site features/amenities to parks and/or large scale beautifications.

The City will create and install a sign bearing the name(s) of program participant(s) or organization(s) in their adopted area. In addition, program participants will be listed on the City's website noting what spot has been adopted. At the end of the one year period, program participants will receive a special certificate of appreciation/recognition from the City that is signed by the Mayor and may automatically renew to adopt their spot for another one year period if all program requirements are met. Special projects can be considered for long term adoption, signage, and recognition by the City.

Program benefits:

- A cleaner community
- Beautification of the community
- A healthier and safer environment for residents and wildlife
- A sense of community service and community pride
- A better place to work, live, and play
- Recognition by the City of Seguin
- Community service credits for youth groups and other organizations

You can participate by:

- Litter control
- Tree plantings
- Beautification/landscaping
- Adding permanent site features/amenities such as gazebos, park benches, picnic tables, public art, etc.

Everyone can participate (children must have adult supervision):

- Individuals
- Families
- Youth groups
- Neighborhood homeowner associations

- Hiking and biking enthusiasts
- Scouts
- Colleges, schools, and associated/affiliated clubs
- Governmental agencies
- Businesses
- Civic and non-profit organizations
- Churches and religious groups
- Fraternities and sororities
- Combinations of all the above

Your commitment:

- Adopt-A-Spot for litter control requires a minimum of six (6) clean-ups for a one (1) year period. Automatic renewals to retain your spot are available upon request if program requirements are met.
- Adopt-A-Spot for beautification and landscaping requires that the area be maintained as needed and when requested by the Parks and Recreation Department. This can be for an indefinite period of time as long as program requirements are met.
- Program participants are required to report their clean-up and/or beautification activities to the Parks and Recreation Department so that information may be used for various reports, analysis, and public recognition.
- All participants, including the representative of a group and all members of the group who will participate, are required to sign the City's Adopt-A-Spot Hold Harmless Release Form prior to taking part in a clean-up or beautification event.
- Program participants must agree to hold the City of Seguin harmless and agree not to hold the City of Seguin responsible for any injuries that they may suffer or damages they may cause or suffer as a result of the Adopt-A-Spot Program.
- Provide the City with names and addresses of all persons involved in each clean-up or beautification event.

Program guidelines:

- Select the location (spot) and receive approval via the City's application process.
- Discuss the location and work necessary with the Parks and Recreation Department.
- Perform work on an as needed basis, but in no event less than six (6) times per year for litter control.
- Obtain required supplies such as trash bags, gloves, vests, etc. from the Parks and Recreation Department during business days and times and return unused materials and supplies within one week following each cleanup. Participants can provide their own supplies as well.
- All litter/debris collected must be disposed of properly or stacked in a predetermined location so that City crews can dispose of properly.
- If possible, litter should be separated from recyclable materials and disposed of appropriately or stacked in a predetermined location so that City crews can dispose of properly.
- Larger objects or large amounts of litter collected shall be reported to the Parks and Recreation Department for removal by the City.
- Program participants are asked to contact the Parks and Recreation Department to report overflowing trash and/or recycle containers, or any maintenance issues in their adopted area when observed.

- All plantings and landscaping projects must be approved by the Parks and Recreation Department.
- All plantings should be selected from the Texas Smartscape list that can be found at www.txsmartscape.com.
- Intense and large scale beautification and landscaping projects or permanent site additions/amenities may require Parks and Recreation Advisory Board and City Council approval. Participants may be required to enter into an agreement with the City prior to initiating such work and may be required to provide insurance, etc. if applicable.
- Perform all work at the adopted spot satisfactorily.
- Appropriate Adopt-A-Spot signage will be installed after completion of the beautification, special project, and/or first litter abatement. Any signage along State roadways or medians is contingent upon Texas Department of Transportation (TxDOT) approval.
- If work is performed along a State roadway or median, all TxDOT Adopt-a-Highway program guidelines must be followed.
- The City reserves the right to make changes to these guidelines as necessary.

Safety Guidelines:

Program participants must realize that they are working in a potentially hazardous environment and must diligently follow all safety guidelines. This list is provided for the guidance of participants and is not all-inclusive.

- Carpool to the litter pick-up area to keep vehicles to a minimum.
- Park vehicles away from the roadway.
- Keep work groups to a manageable size.
- Closely supervise youth groups.
- Do not remove or handle any hazardous materials found on the site.
- Stay clear of construction areas.
- Do not pick up litter during inclement weather, hours of darkness, or hours of peak traffic.
- Be aware of possible contact with poisonous plants, stinging insects, fire ants, snakes, etc.
- Consider the possibility of any participant's known allergies prior to litter pick-up.
- Do not allow participants to partake of, possess, or distribute alcoholic beverages while involved in litter pick-up and/or beautification project(s).
- Make participants aware that they are working in a potentially dangerous environment and caution them to act accordingly.
- Use gloves and protective clothing, and require all participants to do so.
- Maintain a first-aid kit and adequate drinking water while working on public property.
- Avoid exertion and heat problems by drinking water and taking breaks.
- Pay attention to the handling of broken glass.
- Don't touch or play with any exposed wires or cables.
- Don't horse around or do anything that will distract other participants or third parties.

Public areas that can be adopted:

- Adopt-A-Park (litter, beautification/landscaping, site amenities)
 - Max Starcke Park
 - Park West

- Walnut Springs Park
- Central Park
- Manuel C. Castilla Park
- Riverside Cemetery
- Blumberg Park
- Veterans Memorial Park
- Juan Seguin Burial Site
- Memorial Rose Garden
- Sebastopol House
- Juan Seguin School Site
- Northern Trails/Rob Roy
- Blue Star Memorial
- Seguin City Hall
- Parks and Recreation Office
- Seguin Events Complex
- Seguin Public Library
- Seguin Police Department
- Central Fire Station
- Municipal Court/Fire Station #2
- Fire Station #3
- Animal Services
- Utility Operations Center
- Adopt-A-Trail (litter, beautification/landscaping, site amenities)
 - Walnut Springs Trail
- Adopt-A-Creek (litter only)
 - Guadalupe River
 - Walnut Branch
- Adopt-A-Road (litter only along right-of-ways)
 - 123 Bypass (contingent upon TxDOT approval)
 - Business 123 (contingent upon TxDOT approval)
 - Highway 46 (contingent upon TxDOT approval)
 - Highway 78 (contingent upon TxDOT approval)
 - Highway 725 (contingent upon TxDOT approval)
 - Highway 466 (contingent upon TxDOT approval)
 - Highway 90 (contingent upon TxDOT approval)
 - Highway 90A (contingent upon TxDOT approval)
 - New Braunfels Street
 - C.H. Matthies Road
 - North Vaughan Avenue
 - Tor Drive
- Adopt-A-Median (litter only in the medians)
 - 123 Bypass (contingent upon TxDOT approval)
 - Highway 46 (contingent upon TxDOT approval)
- Adopt-An-Entryway Monument Sign (beautification only)
 - 123 Bypass at East Court Street (contingent upon TxDOT approval)
 - 123 Bypass at East Kingsbury Street (contingent upon TxDOT approval)
- Adopt-A-Planter Box (beautification/landscaping)
 - Downtown
 - Seguin Public Library
 - Parks and Recreation Office
 - Animal Services

The City of Seguin determines acceptance or rejection of applications for all Adopt-A-Spot locations. The list above is not-inclusive and other locations can be considered or added. Some spots may require more commitment than others, so choose your spot knowing your available time.

How to Adopt-A-Spot:

To register for this program, fill out, print, and sign an application and email to parks@seguintexas.gov or mail the application to:

City of Seguin
Adopt-A-Spot Program
205 North River
Seguin, TX 78155

For more information, contact the Parks and Recreation Department at (830) 401-2480 or email parks@seguintexas.gov.