



Parks and Recreation

1300 15th Ave N | Moorhead, MN 56560 | 218.299.5340
moorheadparks.com | parkandrec@cityofmoorhead.com

How to Get Involved

1. Fill out the Volunteer Application on the City website. Or, contact parkandrec@moorheadmn.gov or call 218.299.5340.
2. Identify an area you are interested in adopting. Full-season or one-time groups are accepted! All opportunities can be found at moorheadparks.com
3. Complete the appropriate agreement form and schedule a cleanup date with the Recreation Coordinator.
4. Contact the Recreation Coordinator to arrange a time to pick up any garbage bags, gloves, rakes, pickers, etc. on site.
5. Please return any unused supplies, rakes, pickers and evaluation forms to Parks and Recreation.
6. Complete the provided evaluation form and return to the Recreation Coordinator.
7. Volunteers will be recognized through signage and/or on our website.

Flowerbed Information

1. Request the flowerbed you wish to design, plant, and, maintain starting in May and throughout the gardening season.
2. Moorhead Public Works waters the beds at least three times a week. If you feel your flowerbed needs more water, please contact Nichole Parr at 218.299.5422.



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Adopt-a-Flowerbed Agreement

Volunteer starting end of May through the growing season

Adopt **One-time Group**

Flowerbed I want to adopt: _____

Name: _____

Address: _____

Email: _____ Phone: _____

Please recognize my efforts as: _____
(ex: Smith Family, Bill and Sue Johnson, Arbor Park Neighbors, Neighborhood Youth Group)

The City of Moorhead is allowed to recognize volunteer efforts on the City Website/publications.

What are the adopter's responsibilities?

- Design, plant, and maintain your assigned flowerbed. The beds range in size from 16 to 22 feet. All have electrical plug-ins and either one or two trees. A flowerbed location map is available on the Volunteering web page.
- Be creative! Plant flowers that will bloom for most of the season. For maintenance reasons annual plants are preferred but perennials are permitted.
- Maintain the flowerbed as needed throughout the season by pulling weeds and dead-heading flowers.
- Check the flower bed on a regular basis to ensure it's looking its best. (The City of Moorhead is not responsible for theft or vandalism.)
- Tie or anchor all items placed in the flowerbeds.

Safety Information

- Do not attempt to remove toxic/hazardous substances, needles or sharp objects. Note the approximate location and notify Public Works.
- Discontinue work in inclement weather, especially during times of reduced visibility, during electrical storms, and during other daylight conditions.
- Avoid over exertion and drink plenty of water especially on warm, humid days.
- Volunteers under the age of 18 must be supervised by a responsible adult.
- The adopter or one-time group shall be considered as independent contractors and not as employees of Moorhead Parks and Recreation for any purpose, such as worker's compensation, medical insurance, nor any job benefits normally provided to Moorhead Parks and Recreation employees.
- Each adopter or one-time group does hereby agree to indemnify and hold harmless the City, its agents and employees from all costs, including attorney fees, as a result of any personal injury to any individual and/or group, or other person, or property damage to city property or any other person's property caused by, or as a result of his or her actions while performing the responsibilities under this Adopt-a-Flowerbed program.



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- The adopter or one-time group representative shall provide a copy of the “Responsibilities” to each and every volunteer/participant performing clean-up activities.
- Emergency Numbers:
 - Moorhead Parks and Recreation 218.299.5340
 - Red River Regional Dispatch 701.451.7660
 - Emergency 911

What to bring?

- A first aid kit.
- Encourage participants to bring a cell phone.
- It's recommended you wear long pants and shoes or boots with no open toes. Sunscreen and bug repellent are advised!

What we provide:

- For full time adopters, a sign will be installed in the flowerbed recognizing you for your efforts.
- Public Works staff will arrange for disposal of plants after the first frost.

Timeline of Adopt-A-Flowerbed Planting

May 18-22 – Park Maintenance will till flowerbeds

May 26-29 – Volunteers will plant flowerbed.

Contact Public Works at 218.299.5422 with your planting date(s) so flowerbed locations can be watered on a timely basis.

If, in the judgment of Moorhead Parks and Recreation, it is determined that the individual or group had failed to perform the clean-up in a manner acceptable to Moorhead Parks and Recreation or it otherwise did not follow the spirit and intent of this agreement, Moorhead Parks and Recreation may terminate this agreement upon notice to the Group.

By your signature below you hereby agree to the terms and conditions set forth in this agreement and the Adopt-A-Flowerbed responsibilities. By your signature, you are the designated Adopt-A-Flowerbed Representative to represent yourself and/or your group of volunteers.

Signature

Date

Marybeth Suplee
Recreation Coordinator
City of Moorhead
218.299.5078
marybeth.suplee@moorheadmn.gov

Date