

# Neighborhood Adoption Program

## 1- GOAL:

To create a permanent program within the city to encourage residents to adopt a portion of their neighborhood for beautification purpose. This program is intended to beautify our neighborhood using a reward-and-assist approach with respect to public locations. Private land and/or location might be of future considerations.

## 2- WHAT:

Residents of Milpitas can submit an application to adopt a designated portion of the public location for landscaping purpose only.

- a- Public Location: median, public land owned or controlled by the City, local park, land around a public structure. No private land nor location shall be accepted.
- b- Landscaping only: CAC sub-committee will work with appropriate dept of the City to come up with proper landscaping guidelines for these adoptions. No permanent structure or building, or any other materials shall be used in the adopted location.

## 3- HOW:

All residents are encouraged to adopt a location in their neighborhood through this process:

- a- Submitting application: available from the City Hall or any public display of City's brochures
- b- Record and Approval: City will record and approve such adoption with proper guidance.

## 4- RESOURCES:

Once approved, the residents shall be able to access these resources in addition to their own:

- City Tool Shed (Station 2)
- Compost, gardening supplies and other donations from local businesses and clubs as they become available
- Guidance from City's Parks & Recreation as resource permitted

It is recommended that we will have a more formal program operated by volunteers to solicit donations from local businesses such as Home Depot, Lowe's, Walmart, as well as Rotary Clubs, Sierra Clubs, etc. on ongoing basis

## **5- MARKETING/OUTREACH:**

The success of this program will be long lasting, and will enable us to have a better community without much cost to the City. In order to ensure its success, we need to publicize as well as provide it with much initial help to get started.

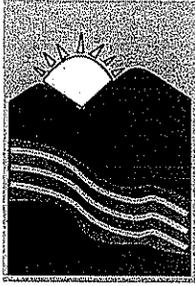
The Sub-Committee recommends:

- 1- City's TV, Milpitas Post, other media blast
- 2- Mayor's Declaration
- 3- Flyers at public facilities as well as including the Neighborhood Adoption Flyer with each future mailing from the NBO group
- 4- Cross – commission endorsement: Youth Activity Commission, Economic Planning Commission

## **6- KICK-OFF:**

The Sub-Committee will solicit and select 5 projects to get started. All recommendations for location are encouraged. All forms and process shall be completed and presented to the CAC next month.

## City of Milpitas



# ADOPT-A-SPOT PROGRAM



### Take action... **ADOPT-A-SPOT!**

Adopt-A-Spot is a City-wide volunteer program designed to enhance the environment and improve the appearance of the Milpitas community through citizen involvement. Adopting a spot is a great opportunity for individuals, community organizations, businesses and companies to become directly involved in making Milpitas cleaner and more beautiful!

Adopt-A-Spot's goals is to provide an attractive and clean community through volunteer assistance in beautification tasks and services. This program enables City staff to concentrate on the more technical aspects of maintenance operations within the city and work in high traffic areas not suitable for volunteers.

*Program Sponsors*  
list to be added here



**What areas are available for adoption?**  
 The Adopt-A-Spot program ranges from large areas, such as parks, to smaller areas, such as the section of street in front of your house. The program applies to all public and private areas of the City. Public areas include streets, parks, trails, vacant lots, street medians and other publicly held lands.

**Public Property Requirements**

- Description of project/activity
- Prior approval from the City of Milpitas
- Execution of liability waiver form
- Lend-A-Tool Shed (if needed)
- List of Volunteers (if needed)

**Private Property Requirements**

- Description of project/activity
- Consent from individual property owner
- Execution of liability waiver form
- Lend-A-Tool Shed (if needed)
- List of Volunteers (if needed)

**Who can Adopt-A-Spot?**

We welcome anyone! The entire community is eligible to participate, including community groups, service clubs, fraternal organizations, schools, local neighborhood groups, houses of worship, youth programs and local businesses. Grab some friends and make a difference.

**How do volunteers help?**

Volunteers help care for their adopted spot in several ways. They lookout for vandalism and maintenance problems, plant trees, paint picnic tables and benches, pick up litter, rake leaves and more! Participants are requested to patrol their spot weekly. Volunteers often provide input to the City on site development and use. Adopters may also provide

assistance, either monetary or volunteer, for the recreation program activities that take place in the adopted spot. Some activities include the youth summer day camp program and special events.

Volunteers will also be invited to participate in other local and national environmental events, such as Compost Give-Away Day, National Creek Clean-up Day, Make-A-Difference Day and Pollution Prevention Week. The City also seeks volunteers for City-Wide tree and flower planting projects.

**Supplies and Tools:** Volunteers are encouraged to provide their own supplies and tools or borrow them from the Lend-A-Tool Shed. The City will assist in providing litterbags, gloves and other supplies.

**Why you should volunteer?**

Volunteering to keep our City clean and beautiful is a great way for you to share not only in the beautification of Milpitas, but in the savings of taxpayers as well, by helping reduce the thousands of dollars spent on litter clean-up. In addition, it's an opportunity to get involved with the community, make new friends and build relationships. Plus, it's FUN!

All Adopt-A-Spot volunteers will be recognized by the City. The type of recognition depends upon the level and length of participation.

Recognition levels include, but are not limited to, public acknowledgment at City Council meetings, Certificates of Appreciation, signage at the adopted spot, and articles in local newspapers/publications.

**The Nomination and Selection Process Shall Be Based on the Following Criteria**

- Description of Project or Work to be Performed
- Urgency Need to be Addressed
- Completion of Required Forms
- Site and Location of Project
- Availability of Equipment/Tools/Volunteers (if needed)
- Commitment to Project Completion(\*)

(\*) All projects and work shall be completed within 30 days from the starting date (unless amendment to agreement is approved by the City of Milpitas)

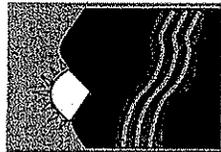


**What is required to Adopt-A-Spot?**

Dedication (3, 6, 9, or 12 month commitment) and a desire to take action are the only prerequisites to adopting a spot. The adoption process is easy! It begins with these simple steps:

1. Submit the attached application to the Volunteer Services office at the Milpitas Community Center, 457 E. Calaveras Blvd., Milpitas, CA 95035.
2. Obtain, sign and return a Adopt-A-Spot Agreement and a Liability Release form. (If you are under 18, you must have a parent's/legal guardian's signature on the liability form.)
3. Upon approval of your proposal, staff will train you so that you may begin work at your adopted site.

**To get involved call  
 (408) 586-3207**



**Keep  
 Milpitas  
 Beautiful!**

*Adopt-A-Spot is a joint venture of the  
 Milpitas Parks & Recreation Services  
 Department and the Milpitas Community  
 Advisory Commission*

# City of Milpitas



## Neighborhood Beautification APPRECIATION AWARDS

*“ The Neighborhood Beautification Awards Program’s purpose is to build a sense of community in keeping Milpitas a beautiful place in which to live and work.”*

### **Goal of the Awards**

The Neighborhood Beautification Awards Program was established in 2000 to recognize and reward City of Milpitas residents, property owners, neighborhoods and community groups for improvements and maintenance of their properties or neighborhoods within public view.

### **Minimum Requirements**

- One form per nominee must be received prior to August 31, of each year.
- An individual may nominate a resident, a community group, homeowner association, apartment complex, multi family unit, mobile home, business, a school that is within Milpitas City limits and may submit more than one nomination form per category.
- The properties will be judged based on appearance from the street.
- Properties in violation of building, municipal and/or zoning codes may be disqualified.
- The property will be disqualified if it has been part of a City project or belongs to a subcommittee member.

\*The subcommittee reserves the right to move a nomination into a different category\*

### **The Award**

All nominees will receive a certificate of recognition and winners will receive a prize. In addition, the certificates will be handed out at a City Council meeting by the Mayor and pictures of the properties will be on the City website and the City cable channel.

## **Categories**

Residential Categories are to be selected from four sections, which are Hillside Area, East Valley Floor Area, Central Area, and West Area. All properties will be judged on their visible aesthetic appearance from the street.

1. *Attractive Residential Property*: This category focuses on a single-family home.
2. *Attractive Multi-Family Units*: This category focuses on mobile homes, apartments, and duplexes etc.
3. *Attractive Home owners Associations*: This category focuses on residential homes that pay homeowners association dues.
4. *Attractive Non-residential Property*: This category focuses on non-residential properties.
5. *Building a Sense of Community*: This category focuses on how an organization, school, club, group or person has created an environment that positively impacted the neighborhood.
6. *Staff Choice Award*: This category focuses on case files that have been previously in violation of city ordinances and have complied or have always had a positive presence in the neighborhood.

**NOMINATION FORM**

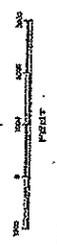
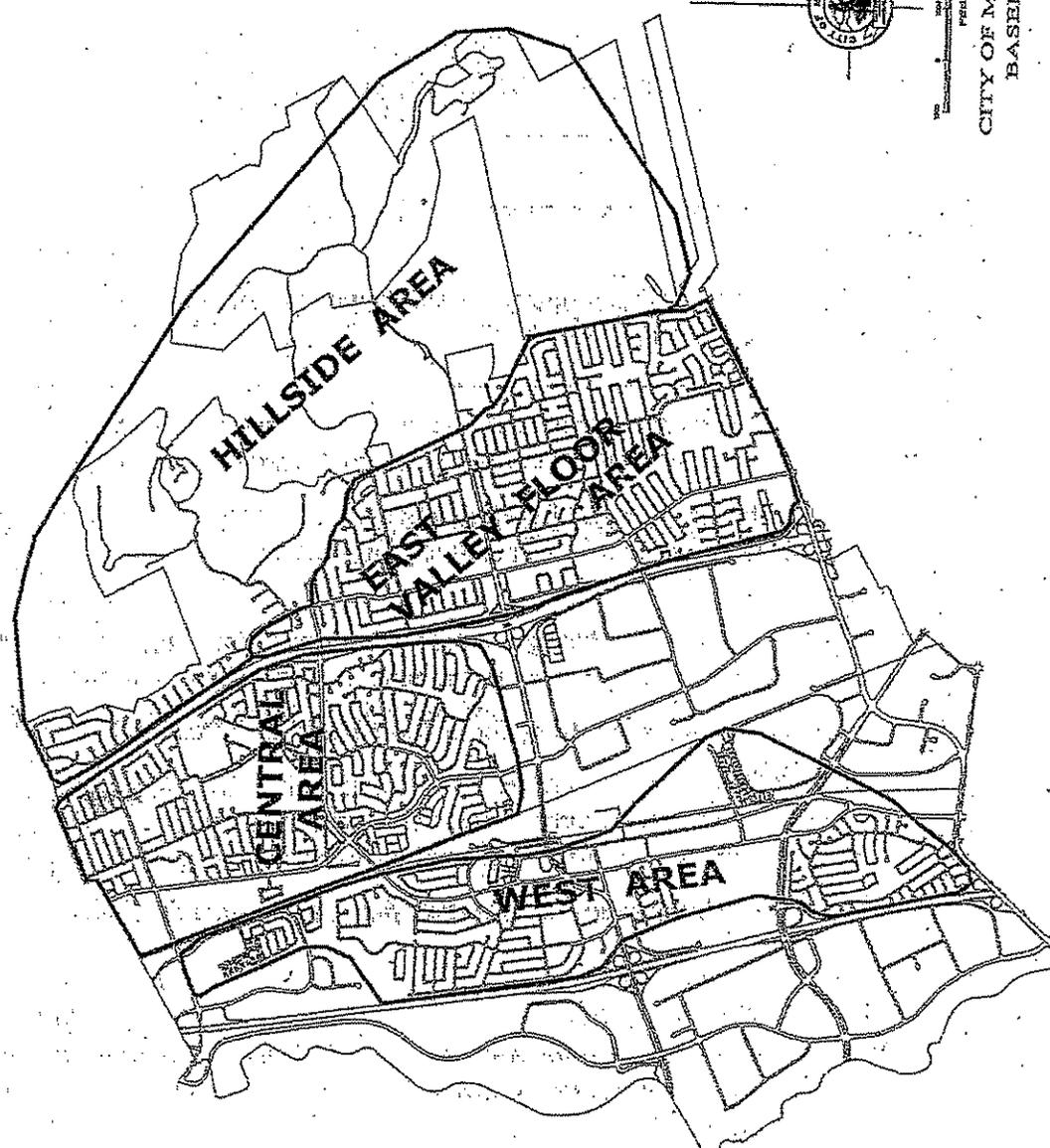
1. Category (example "Attractive Residential Property"):  
\_\_\_\_\_  
(Please provide before and after pictures if available)
  
2. Location (address or property description of nomination):  
\_\_\_\_\_
  
3. Person(s) responsible for maintenance of property, or for hosting an event that promotes "Building a Sense of Community"(phone and address):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
4. A) What makes this property visually appealing and how have they improved the property?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
- B) For the category of "Building a Sense of Community", explain how has the neighborhood been positively impacted?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
5. Name of person submitting nomination, mailing address and phone number:  
\_\_\_\_\_  
\_\_\_\_\_

***Please return nomination forms by August 31, of each year to:***

*By mail or in person  
City of Milpitas  
Neighborhood Beautification Awards  
455 E. Calaveras Boulevard  
Milpitas, CA 95035*

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Any questions? Please call **Zulema Maggi** (408) 586-3072



CITY OF MILPITAS  
BASEMAP

**CITY OF MILPITAS**  
**ADOPT-A-SPOT AGREEMENT**

THIS AGREEMENT is made at Milpitas, California, as of \_\_\_\_\_ by and between the CITY OF MILPITAS, a municipal corporation ('CITY') and \_\_\_\_\_ ('GROUP'), who agree as follows:

1. Purpose. The purpose of this adoption and agreement as approved by City Council action on May 18, 1993, is to encourage volunteerism in the community, to develop a sense of community pride and ownership in Milpitas' park system, and to enhance the conditions and usability of Milpitas' parks.
2. Services. Subject to the terms and conditions set forth in this Agreement, GROUP shall provide to CITY the services described in Exhibit 'A.' GROUP shall provide said services at the time and place and in the manner specified in Exhibit 'A.'
3. Supplies and Equipment. Except as set forth in Exhibit 'B,' GROUP shall, at its sole cost and expense, furnish all supplies and equipment which may be required for providing services pursuant to this Agreement.
4. General Provisions. The general provisions are set forth in Exhibit 'C'.
5. Insurance. Insurance requirements, if applicable, are specified in Exhibit 'C.'
6. Exhibits. All exhibits referred to herein are attached hereto and are by this reference incorporated herein.

EXECUTED as of the day first above-stated.

CITY OF MILPITAS  
A Municipal Corporation

By: \_\_\_\_\_  
City Manager

GROUP

By: \_\_\_\_\_  
Officer

APPROVED AS TO FORM

By: \_\_\_\_\_  
City Attorney

## EXHIBIT 'A'

1. GROUP Services: GROUP shall 'adopt' \_\_\_\_\_ for a period of (3), (6), or (9) months. The purpose of this adoption and agreement is to encourage volunteerism in the community, to develop a sense of community pride and ownership in Milpitas' park system, and to enhance the conditions and usability of Milpitas' parks. In this regard, GROUP shall perform either one or both of the following:
  - A. During the term of this agreement, GROUP will organize a work party to clean up the park, remove debris, and generally spruce up the condition of the park as mutually agreed between the CITY and the GROUP. This might include painting, litter pick-up, planting and weeding, and similar tasks. These activities shall not include mowing, pruning, or other use of sharp-edged cutting tools. These activities shall not conflict with the duties of City employees. GROUP will submit to Volunteer Services Coordinator or designee a proposed work plan for the clean-ups by dates mutually agreed. This plan must be approved by Volunteer Services Coordinator or designee before implementation. GROUP may also embark on park clean-ups or spruce-up projects more frequently in coordination with the CITY, and is encouraged to do so.
  - B. Provide a presence in the park on a regular basis to be on the lookout for potential problems such as criminal activities, vandalism, and maintenance concerns. These problems shall be reported to CITY immediately. In this regard, GROUP will provide at least a weekly inspection of the park during the term of this Agreement. Presence shall mean a minimum of one GROUP representative walking and inspecting the entire park area for the duration of the time he/she is there. GROUP representatives shall not intervene in conflict or potential conflict situations, but contact appropriate CITY personnel instead.
2. Term: The term of this Agreement shall commence on \_\_\_\_\_ and shall terminate on the \_\_\_\_\_, unless terminated earlier pursuant to Exhibit C, Paragraph 4 herein. Thirty (30) days prior to expiration of this Agreement, and every year thereafter, GROUP shall notify CITY in writing whether it wishes to extend the Agreement by one year. If GROUP does not wish to extend the Agreement, CITY will request that GROUP make a good faith effort to find a replacement organization to adopt the park. Extension of the Agreement will be by mutual consent between CITY and GROUP.
3. Location: GROUP will provide these services in \_\_\_\_\_, which is located between \_\_\_\_\_.
4. Reporting: GROUP will complete appropriate reports indicating time, type of activity and materials, and submit to the Volunteer Services Coordinator.

5. Any notice or submittal required herein shall be provided to the following:

For Group:

For City:

Volunteer Services Coordinator  
457 E. Calaveras Blvd.  
Milpitas, CA 95035  
408) 586-3207

**EXHIBIT 'B'**

1. City Services: CITY shall provide the following:

- A. Coordination of appropriate projects and volunteer services with GROUP.
- B. Technical assistance to GROUP on projects such as planting arrangements and other park improvements.
- C. Appropriate recognition for GROUP's efforts, to include a plaque at City Hall bearing the name (and logo, if feasible) of the adopting group, and recognition at a City Council meeting. All participants will be presented Certificates of Appreciation at a CITY Council meeting and participate in the annual volunteer recognition event.

## EXHIBIT 'C'

1. GROUP NO AGENT. Except as CITY may specify in writing, GROUP shall have no authority, express or implied, to act on behalf of CITY in any capacity whatsoever as an agent. GROUP shall have no authority, express or implied, pursuant to this Agreement to bind CITY to any obligation whatsoever.
2. ASSIGNMENT PROHIBITED. No party to this Agreement may assign any right or obligation pursuant to this Agreement. Any attempted or purported assignment of any right or obligation pursuant to this Agreement shall be void and of no effect.
3. PERSONNEL. GROUP shall assign only competent personnel to perform services pursuant to this Agreement. All members of the GROUP must complete a Volunteer Application. A monthly report of the GROUP's activities must be submitted to the Volunteer Services Coordinator as required by the Milpitas Volunteer Program.
4. CANCELLATION OF AGREEMENT. CITY may terminate this Agreement by giving written notice 30 days in advance. GROUP must notify CITY 30 days in advance of its intent to cancel the Agreement. Pursuant to Exhibit 'A' Paragraph 2 of this Agreement, CITY will request that GROUP make a good faith effort to find a replacement organization if GROUP terminates the Agreement.
5. SAFETY. GROUP shall conduct all of its work parties and construction projects according to accepted work and safety standards as set forth in, but not limited to, Exhibit C-1. The City makes no guarantee as to the personal safety of the GROUP. Each individual who is going to do physical work at the park must sign a waiver, in a form set forth as Exhibit 'C-2.'
6. INDEPENDENT CONTRACTOR. At all times during performance of its services under this Agreement, GROUP is an independent contractor and GROUP's members shall not under any circumstances of for any reason, including but not limited to workers' compensation coverage, be considered employees of the City of Milpitas.
7. IMPROVEMENT PLAN. CITY and GROUP will mutually plan improvements to the park based on development plans and community needs known at the time of the execution of the Agreement. The parties may mutually agree in writing to modify any proposed park improvements.
8. NON-EXCLUSIVE USE. The CITY does not grant exclusive rights to the GROUP for the use of the park.
9. INDEMNITY. To the fullest extent permitted by law, GROUP agrees to indemnify, defend with counsel reasonably acceptable to CITY, and hold harmless CITY, its officers and employees from all costs, expenses, claims, suits, judgments, demands, causes of action, losses, liabilities or damages arising out of or in any way connected with the intentional or negligent act or omission of the GROUP, GROUP's officers, employees, agents, contractors,

subcontractors or any officer, agent or employee thereof, including without limitation those relating to injury or death of any person or damage to any property.

10. INSURANCE: PUBLIC LIABILITY. GROUP agrees to maintain and pay for a general liability policy naming CITY, its officers and employees as an additional insureds and insuring them against liability or financial loss resulting from injuries occurring to persons or property in or about or in connection with said work to be performed under this Agreement. Each policy of insurance shall provide primary coverage on an occurrence basis in a company satisfactory to CITY in the following minimal amounts: personal injury, \$1,000,000 for each person and \$1,000,000 per occurrence; property damage, \$500,000 per occurrence. Each policy shall provide that it shall not be cancelled or reduced in coverage without 30 days prior written notice to CITY. The general liability policy shall provide (a) if CITY, its officers or employees have other insurance against loss covered by said policy, said other insurance shall be excess insurance only, (b) that CITY, its officers and employees are not precluded from claim under said policy against other insured parties.

GROUP shall file Certificates of Insurance with CITY in form satisfactory to CITY ATTORNEY upon execution of this Agreement, evidencing said coverage and the requirements of this paragraph.

By signing their names hereunder, however, the parties waive the provisions of this paragraph requiring Public Liability Insurance:

APPROVED

CITY OF MILPITAS  
A Municipal Corporation

By: \_\_\_\_\_  
City Attorney

By: \_\_\_\_\_  
City Manager

GROUP

By: \_\_\_\_\_  
Officer/Group Representative

By: \_\_\_\_\_  
Officer/Group Representative

**EXHIBIT C-1**

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**CITY OF MILPITAS  
ADOPT-A-SPOT PROGRAM  
SAFETY REQUIREMENTS FOR PARTICIPANTS**

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Thank you for helping to improve the community's park system. We want you to have an enjoyable and rewarding experience, and ask that you follow these safety precautions.

**While in the Park, remember. . . SAFETY FIRST!**

To Protect Yourself and Others:

- Do not consume alcoholic beverages before entering, or while in the park.
- Avoid overexertion, drink plenty of water, especially on warm, humid days.
- Do not touch or attempt to remove materials which you suspect may be toxic or hazardous, or are not readily identifiable. Items to avoid: powders, chemicals, smelly substances, suspicious packages, chemical drums or containers, weapons, syringes or hypodermic needles, dead animals or broken glass. Notify the Police Department (EMERGENCY 911; NON-EMERGENCY 586-2420) or Public Works Department (586-2600) of the location of weapons or suspected toxic substances immediately.
- Discontinue presence in the park at dusk.
- If you see potential problems, do not intervene. Immediately contact the Public Works Department for response at (408) 586-2600. Emergencies should be reported immediately to the Police Department at 911.
- Be on the lookout for broken glass, dangerous play equipment, graffiti, damaged trees and shrubs, broken signage, litter and trash, anything out of the ordinary. Report all hazards to the Public Works Department immediately.
- Groups are encouraged to use a checklist for inspections, submit it to the group coordinator, and notify the City as soon as possible if problems are observed.
- As an Adopt-A-Spot program participant, always act in a responsible manner.

**Thank you for participating in the City of Milpitas Adopt-A-Spot Program.**

EXHIBIT C-2

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**CITY OF MILPITAS  
ADOPT-A-SPOT PROGRAM  
RELEASE OF LIABILITY FOR UNDER-AGE PARTICIPANT**

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I, \_\_\_\_\_, declare that I am the parent/legal guardian of

(hereinafter referred to as Adopt-A-Spot Program "Participant").

1. I, the undersigned, do hereby agree to allow Participant to participate in the Adopt-A-Park Agreement with the City of Milpitas for \_\_\_\_\_ from \_\_\_\_\_ through \_\_\_\_\_. Participation in this Agreement is limited to light duty types of work as outlined in EXHIBIT A. No non-City employee will be allowed to operate equipment such as motorized lawn mowers or weed trimmers.

I AM AWARE THAT PARTICIPATION IN THE ADOPT-A-SPOT PROGRAM INVOLVES AN ELEMENT OF RISK AND DANGER OF ACCIDENTS, AND I AM ALLOWING PARTICIPANT TO PARTICIPATE IN THIS ACTIVITY WITH KNOWLEDGE OF THE DANGER INVOLVED. I ACCEPT AND ASSUME ALL RISKS OF INJURY, DEATH, OR PROPERTY DAMAGE. (PLEASE INITIAL.) \_\_\_\_\_

2. I covenant not to sue and I release, waive and discharge the City of Milpitas, its officers, agents or employees, from all actions, claims, demands or liability I, my personal representatives, heirs and next of kin may have for my bodily injury, death, or property damage, whether caused by the negligence or other acts by the City of Milpitas, its officers, agents, or employees, connected in any way with Participant's participation in the Adopt-a-Park program. I also grant full permission to the City of Milpitas to use the Participant's name and/or photograph or video for any publicity or promotional purposes without obligation or liability.
3. I have read and voluntarily signed this Release and fully understand its contents.

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Parent \_\_\_\_\_

Legal Guardian \_\_\_\_\_

Date: \_\_\_\_\_

**ADOPT-A-SPOT**

**LIABILITY WAIVER FOR PARTICIPANT OF LEGAL AGE**

I, the undersigned, do hereby agree to participate in the \_\_\_\_\_  
\_\_\_\_\_ on \_\_\_\_\_ (date).

Participation in this event is limited to activities such as picking up litter, pulling weeds, and/or other light duty types of yard work. No non-City employee will be allowed to operate equipment such as motorized lawn mowers or weed trimmers.

**I AM AWARE THAT PARTICIPATION IN THE ABOVE LISTED ACTIVITY INVOLVES AN ELEMENT OF RISK AND DANGER OF ACCIDENTS. I AM PARTICIPATING IN THIS ACTIVITY WITH KNOWLEDGE OF THE DANGER INVOLVED. I ACCEPT AND ASSUME ALL RISKS OF INJURY, DEATH, OR PROPERTY DAMAGE. (Please initial)\_\_\_\_\_.**

I further agree to release, waive, discharge, and covenant not to sue the City of Milpitas, its officers, agents or employees, from all actions, claims, demands or liability for any bodily injury, death or property damage arising out of or in any way connected with my participation in this activity. I also grant full permission to the City of Milpitas to use my name and/or photograph, videograph, motion picture or recording for any publicity or promotion purposes without obligation or liability.

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

EXHIBIT 'C-2'

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**CITY OF MILPITAS  
ADOPT-A-SPOT PROGRAM  
RELEASE OF LIABILITY for UNDER-AGE PARTICIPANT**

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I, \_\_\_\_\_, declare that I am the parent/legal guardian of

(hereinafter referred to as Adopt-A-Spot Program "Participant").

1. I, the undersigned, do hereby agree to allow Participant to participate in the Adopt-A-Spot Agreement with the City of Milpitas for \_\_\_\_\_ from \_\_\_\_\_ through \_\_\_\_\_. Participation in this Agreement is limited to light duty types of work as outlined in EXHIBIT A. No non-City employee will be allowed to operate equipment such as motorized lawn mowers or weed trimmers.

I AM AWARE THAT PARTICIPATION IN THE ADOPT-A-SPOT PROGRAM INVOLVES AN ELEMENT OF RISK AND DANGER OF ACCIDENTS, AND I AM ALLOWING PARTICIPANT TO PARTICIPATE IN THIS ACTIVITY WITH KNOWLEDGE OF THE DANGER INVOLVED. I ACCEPT AND ASSUME ALL RISKS OF INJURY, DEATH, OR PROPERTY DAMAGE. (PLEASE INITIAL.) \_\_\_\_\_

2. I covenant not to sue and I release, waive and discharge the City of Milpitas, its officers, agents or employees, from all actions, claims, demands or liability I, my personal representatives, heirs and next of kin may have for my bodily injury, death, or property damage, whether caused by the negligence or other acts by the City of Milpitas, its officers, agents, or employees, connected in any way with Participant's participation in the Adopt-a-Park program. I also grant full permission to the City of Milpitas to use the Participant's name and/or photograph or video for any publicity or promotional purposes without obligation or liability.
3. I have read and voluntarily signed this Release and fully understand its contents.

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Parent \_\_\_\_\_

Legal Guardian \_\_\_\_\_

Date: \_\_\_\_\_



## **ADOPT-A-PARK PROGRAM GUIDELINES**

### **ELIGIBILITY**

The program is intended to serve the community of Milpitas by members of the community. Every community-based group, service club, fraternal organization, youth group, private club, church, school and business, subject to compliance with the City's insurance and liability requirements, is eligible to participate.

### **TERMS OF ADOPTION**

The period of adoption will be for one (1) year. The adopter may select a specific park or may elect to be assigned a site. Each site will be limited to one adopter at a time. Assignment will be made on a first come, first serve basis. A waiting list may be established for specific sites. A mutually agreed on extension of an adoption term may be made in the absence of a waiting list.

The adopter will execute an agreement with the City for the term of adoption. The agreement will include the scope of service.

### **NON-EXCLUSIVE USE**

The adopter will not have exclusive right to use the park.

### **SCOPE OF SERVICE**

The adopter and the City will define a mutually agreed on scope of service, which will delineate responsibilities and commitments for the term of the adoption. With the consent of the City, the scope of service may be modified during the term of adoption. The agreement will identify the participant(s) and will require the signing of a volunteer release form.

The scope of service will not conflict with union or City employees' duties.

### **RECOGNITION**

The City will display a plaque bearing the adopter's name (and logo, where applicable and feasible) in City Hall. All participants will be recognized with a Certificate of Appreciation at a City Council meeting. All participants will be recognized at the City's annual Volunteer Recognition Reception.

### **APPLICATION PROCESS**

Interested parties will submit an application to the Volunteer Services Coordinator through the Recreation Services Section. Information can be obtained by calling (408) 586-2787.



City of Milpitas  
CALIFORNIA



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Online Services

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Home | Residents | Milpitas Volunteer Program

- Animal Services
- Child Care Services
- Crime Prevention & Safety
- Cultural Arts & Theater
- D.A.R.E. Program
- Emergency Preparedness
- Graffiti Hotline
- Housing
- Lend-A-Tool
- Library
- New to the City
- Parks & Facilities Rentals
- Passport Services
- Recreation Programs
- Recycling & Garbage Services
- Report Violation
- Schools
- Transportation
- Utility Rates
- Volunteers

## Milpitas Volunteer Program (MVP)

Join and Make a Difference in your Community!



MILPITAS VOLUNTEER PARTNERS

The City of Milpitas hosts many community programs, events, and activities throughout the year that serve the Milpitas population and local surrounding areas. Volunteers are frequently recruited to assist in various aspects of these programs, providing valuable staff support, as well as help and encouragement to citizens.

Opportunities exist for working on a variety of tasks in every department within the City structure. Different opportunities are available at various times throughout the year and time commitments vary based on the specific task requirements and the volunteers' availability. All those interested in volunteering must complete an MVP application and pass the screening and interview process specific to a given opportunity.

[View our Current Brochure](#)

### Mission Statement:

The MVP mission is to utilize the diverse talents of volunteers for the benefit of the City of Milpitas and the community as a whole. We hope to enable volunteers to gain personal satisfaction and experience through meaningful volunteerism within a City agency. With the contribution of volunteers, we seek to ensure quality customer services and enhance the quality of life in our community.

### Why Do People Volunteer?

"The reasons why people volunteer are as diverse as the volunteers themselves. People volunteer to return something to the community, maintain job skills, learn new skills, meet people with similar interests, have fun, complete school requirements, and for personal satisfaction.

### What are the Benefits of Being a MVP?

Volunteering offers everyone a chance to personally, as well as professionally grow. It offers the opportunity to meet and work with different and interesting people, while having a common goal to make a difference in the community you live in.

### What's Expected of a Volunteer?

All of the community's residents and businesses benefit from the contributions made by Milpitas Volunteer Partners. Volunteer for a day, a month, a year, or more! Long term and short term volunteer opportunities are available to fit everyone's schedule. Whatever the length of time, MVP will try to match your schedule with an appropriate opportunity, depending on your volunteer commitment.

### How Can I Get Involved?

Fill out an MVP Application and turn it in. You will be contacted for an interview. It's that simple!

[MVP Application Form](#)

### On-going Volunteer Opportunities

The City of Milpitas is recruiting volunteers to assist with the following programs:

- Adopt-A-Spot
- Building Department
- Clean-A-Park
- Community Fire Aides
- Finance Department
- Graffiti Terminators
- Lend-A-Tool Program
- Neighborhood Beautification
- Planning Department
- Police Explorers
- Police Reserves
- Police Senior Outreach
- Recreation Class Aides
- Recreation Services Special Events
- Senior Center Volunteers
- Summer Day Camps (CIT Program)
- Teen Center Volunteers
- Volunteer Services

Milpitas Community Center

Hours:

## Milpitas Volunteer Partners

The City of Milpitas hosts many community programs, events, and activities throughout the year that serve the Milpitas population and local surrounding areas. Volunteers are frequently recruited to assist in various aspects of these programs, providing valuable staff support, as well as help and encouragement to citizens.



Opportunities exist for working on a variety of tasks in every department within the City structure. Different opportunities are available at various times throughout the year and time commitments vary based on the specific task requirements and the volunteers' availability. All those interested in volunteering must complete an MVP application and pass the screening and interview process specific to a given opportunity.

## Volunteer Highlights

### Rainbow Theatre & Special Event Volunteers Bob & Michelle Bandel

Bob and Michelle Bandel have been extraordinary volunteers for Rainbow Theatre for more than two years. Bob is a retired engineer and Michelle is a retired teacher. Together they have helped build, paint and produce more than 10 Rainbow Theatre productions and special events. Bob is an excellent carpenter/engineer and Michelle is a superb seamstress and loves to paint. Individually either one would be a huge help, but together they have helped immeasurably. From Chinese scrolls to rabbit holes and Snow White's house to Willy Wonka's Factory gates, they are always consistent, reliable, meticulous, hard working, and an absolute pleasure to work with.

## Ongoing Volunteer Opportunities

The City of Milpitas is recruiting volunteers to assist with the following programs:

- Adopt-A-Spot • After The Bell Tutors
- Building Department • Clean-A-Park
- Community Fire Aides • Finance Department
- Graffiti Terminators • Lend-A-Tool Program
- Neighborhood Beautification • Planning Department
- Police Explorers • Police Reserves
- Police Senior Outreach • Recreation Class Aides
- Recreation Services Special Events
- Senior Center Volunteers • Teen Center Volunteers
- Volunteer Services

Volunteer Applications can be mailed to you or downloaded from [www.ci.milpitas.ca.gov](http://www.ci.milpitas.ca.gov) (under Community Center in the Parks & Recreation Services Section).

## Clean-A-Park Program

Join the City of Milpitas Volunteer Partners as we continue the popular monthly "Clean-A-Park" events, part of the Adopt-A-Spot program. This is a great way for students to fulfill their community service hours!

Bring your friends, classmates and family to help pick up litter, pull weeds, rake leaves, check for graffiti on signs, restroom walls, picnic tables and benches. Minimum age of volunteers for these events is 11 years of age. If you are under the age of 18, a parent/legal guardian signature is required on the day of the event. Work gloves and hand tools will be provided.

For more information on dates/times or to volunteer, please contact the Milpitas Volunteer Partners at (408) 586-3207.



Volunteer Opportunities



# Volunteer Program Application & Information



MILPITAS VOLUNTEER PARTNERS

Please print all information clearly in ink.

Completion of the volunteer program application does not guarantee placement or engagement as a City of Milpitas volunteer program participant. Qualified volunteer applicants are considered without regard to race, color, religion, sex, national origin, age, marital status, non-job related medical condition or disability. Return to: Milpitas Parks & Recreation Services, Attn: Volunteer Coordinator, 457 E. Calavers Blvd., Milpitas, CA 95035. For more information please call (408) 586-3210.

Choose one:  Miss  Ms.  Mrs.  Mr. I prefer to be called by the name: \_\_\_\_\_

Full Name: \_\_\_\_\_ Date of Birth (m/d/y): \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Daytime Phone: ( ) \_\_\_\_\_ Evening Phone: ( ) \_\_\_\_\_

Email Address: \_\_\_\_\_

Driver's License No.: \_\_\_\_\_

Emergency Contact Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Daytime Phone: ( ) \_\_\_\_\_ Evening Phone: ( ) \_\_\_\_\_

### Availability & Assignment Request

How often would you like to volunteer? \_\_\_\_\_

Please list times and days you are available to volunteer:

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Times available:	_____	_____	_____	_____	_____	_____	_____

- Check all areas of interest:
- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Administrative Services      | <input type="checkbox"/> Financial Services     | <input type="checkbox"/> Fire Department      |
| <input type="checkbox"/> Community Development        | <input type="checkbox"/> Police Department      | <input type="checkbox"/> Public Works         |
| <input type="checkbox"/> Youth/Teen Programs          | <input type="checkbox"/> Special Events         | <input type="checkbox"/> Cultural Arts        |
| <input type="checkbox"/> Senior Citizens Programs     | <input type="checkbox"/> Environment/Recycling  | <input type="checkbox"/> Planning/Engineering |
| <input type="checkbox"/> Foreign Language/Translating | <input type="checkbox"/> Reception/Greeter      | <input type="checkbox"/> City Commission      |
| <input type="checkbox"/> Print Shop/Mail Processing   | <input type="checkbox"/> Park Clean-up/Graffiti | <input type="checkbox"/> Other: _____         |
| <input type="checkbox"/> Recreation                   | <input type="checkbox"/> Sports/Fitness         | <input type="checkbox"/> Clerical Support     |
| <input type="checkbox"/> Marketing/Promotions         |   |   |

Volunteer assignment preference (optional): \_\_\_\_\_

Have you ever been convicted of a felony or misdemeanor (not including traffic citations)?  Yes  No  
If "yes", please explain. A "yes" answer to this question is not an automatic bar to acceptance into the MVP program.

**DO NOT SIGN THIS DOCUMENT BEFORE YOU READ IT AS IT CONTAINS A WAIVER AND RELEASE OF LIABILITY TO WHICH YOU WILL BE BOUND**  
I hereby give Milpitas Volunteer Services permission to request and obtain data pertinent to my volunteering at City of Milpitas programs for the individual named herein, and the California State Department of Justice if necessary. I also release from all liability or responsibility all persons and institutions supplying information. I certify that all statements made in this application are true and correct to the best of my knowledge, and I agree and understand that if I am accepted into the Milpitas Volunteer Partners program, any false statements may result in my dismissal.

I the undersigned do hereby agree to allow the individual named herein to participate in the Milpitas Volunteer Partners program and I further agree to indemnify and hold the City of Milpitas, its employees and contractors, harmless from and against any and all liability for any injury which may be suffered by the aforementioned individual arising out of or in any way connected with his/her participation in this program. I also agree to grant full permission to the City of Milpitas to use my name and any photographs, videographs, motion pictures or recordings for any publicity and promotion purposes without obligation or liability to me. I ACKNOWLEDGE THAT I HAVE CAREFULLY READ THIS WAIVER AND RELEASE AND I FULLY UNDERSTAND THAT, BY SIGNING BELOW, I AM WAIVING ANY RIGHT THAT I MAY HAVE TO BRING A LEGAL ACTION OR TO ASSERT A CLAIM AGAINST THE CITY OF MILPITAS FOR NEGLIGENCE.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature of Parent/Legal Guardian (if under 18): \_\_\_\_\_ Date: \_\_\_\_\_  
Print Name of Parent/Legal Guardian: \_\_\_\_\_

### Interest and Special Skills

Interests & hobbies you would like to share: \_\_\_\_\_

Special skills you would like to share: \_\_\_\_\_

Foreign or other languages spoken fluently: \_\_\_\_\_

Are you volunteering in affiliation with an organization or special program (i.e. school, scouts, court-assigned service, etc.)? \_\_\_\_\_

### Related Experience

#### Education:

Name of School	Dates Attended	Degree/Diploma?	Major Course of Study

#### Work/Volunteer Experience:

Employer/Agency	Position	Dates: From	To	Voluntary or Paid?

Do you currently hold any special certificates, licenses or registrations (CPR, First Aid, etc.)? Please list: \_\_\_\_\_

### References

Provide two adult references who are familiar with your academic, professional or volunteer service. Do not list relatives:

1. Name: \_\_\_\_\_ Relationship/Occupation: \_\_\_\_\_  
Address: \_\_\_\_\_  
Day Phone: ( ) \_\_\_\_\_ Evening Phone: ( ) \_\_\_\_\_

2. Name: \_\_\_\_\_ Relationship/Occupation: \_\_\_\_\_  
Address: \_\_\_\_\_  
Day Phone: ( ) \_\_\_\_\_ Evening Phone: ( ) \_\_\_\_\_

### Volunteer Services Use Only

Notes: \_\_\_\_\_

Action/Placement: \_\_\_\_\_



# City of Milpitas



## Neighborhood Beautification

455 E. Calaveras Blvd., Milpitas, CA 95035  
(408) 586-3074

### LEND-A-TOOL SHED

*Tools are available to Milpitas residents, businesses,  
property owners and community groups  
**FREE of charge!***

*A wide variety of hand and gardening tools are  
available....wheel barrows, ladders, shovels, brooms,  
hammers, lawn mowers and much more!*

**Located at: 1263 Yosemite Drive**  
(Fire Station #2 – corner of Park Victoria &  
Yosemite Drive)  
**by appointment call 408-586-3074**



**Come by and visit us!**



LIST OF LEND-A-TOOL USERS

NAME	ADDRESS	PHONE NUMBER	TOOLS RENTED	DATE OUT	DATE IN	EXT. DATE
Feeley, M.	255 S. Park Victoria Drive	586-9102	12' Tree Pruner	02/26/01		
Ha, Anthony	142 Midwick Drive	719-8130	Edger	03/08/03		
Corpuz, R.	47 N. Temple Drive	946-8853	Lawn Mower	05/10/03		
			27" Lopper	10/18/03		
Lui, Amy	2330 Cresthaven	942-6810 or (512) 771-7897 (Cell)	handtruck	01/28/04		
Sai Lee	647 Prada Dr.	482-5453	wheel barrel	09/25/04		
Louie, Jim			Sledge hammer			
Sethi, Sunny	1381 N Hillview Dr	934-1454	spreader	05/11/05		
Lai, Jacqueline	171 Midwick Drive	946-4616	hand pick	08/11/05		
			lopper	08/11/05		
			spade shovel	08/11/05		
			wavy shears	08/11/05		
			grass irrigator	08/11/05		
			hoe	08/11/05		
			spreader	08/11/05		
Tiet, Dung	99 Jackline Court	408-934-1090	Lawn Mower	06/10/05		
			handpruner	06/10/05		
			rake	06/10/05		
			edger	06/10/05		
Janis, Anna	2108 Shiloh	942-6609	cultivator	08/31/05		
			Hoe	08/31/05		
			Lopper	08/31/05		
Blevins, Wendy	1168 Park View Drive	408-597-5051	Lawn Mower	10/12/05		
Sampath, Satishkumar	293 Aspenridge Drive	263-5945	(2) tree pruners (1) blade	10/19/05		
Francisco Hidrogo	457 Dixon Road	717-3629	Shears	01/10/06		
			hoe	07/24/07		

LIST OF LEND-A-TOOL USERS

NAME	ADDRESS	PHONE NUMBER	TOOLS RENTED	DATE OUT	DATE IN	EXT. DATE
Mohit Mathur	692 Canterbury Pl	964-2936	Round Head Shovel	08/29/07		
			Hand Pruner	08/29/07		
Jim Louie	1374 Dave Lane	263-9254	20 ft. ladder	12/14/07		
Julie Tran	2139 Fieldcrest Dr	263-6944	irrigator	03/17/08		
			tree pruner	03/17/08		
			lopper	03/17/08		
			bulb planter	03/17/08		
			hand trowel	03/17/08		
Black, William	374 Manzanita Ct	262-0982	Wheelbarrow	04/02/08		
			Scoop	04/02/08		
Zodiacal, Betty	102 Fanyon St	800-800-6880	hand trowel	06/12/08		
Myer, Patrick	287 Rodrigues	926-7301	Lawn mower	06/25/08		
Singh, Monika	735 Jennifer way	946-1359	hand held saw	07/01/08		
			hand held saw	07/01/08		
Yogesh Patel	747 Tramway	263-9198	tree pruner	08/04/08		
			Lopper	08/04/08		
			Hand Pruner	08/04/08		
			Root cutter	08/04/08		
Antoinette C. Bonifacio	1897 Conway Street	935-9861	Lopper	01/08/09		
			Hand pick	01/08/09		
Sanchez, Joe	1422 E Calaveras Blvd	507-5618	Shears	04/23/09		
minh nguyen	2042 Skyline Drive	408410-2157	cat trap	11/04/09		
Nagakatti, Shrimi	157 Berrendo Drive	408-719-1059	lopper	11/10/09		
Nagakatti, Shrimi	157 Berrendo Drive	408-719-1059	shovel	11/10/09		
Nagakatti, Shrimi	157 Berrendo Drive	408-719-1059	tree pruner	11/10/09		
Joann Deherra	555 Greathouse	408-586-3146	post hole digger	02/03/10		
Wei, Danielle	2283 CRESTHAVEN ST	942-0563	6ft Ladder	02/17/10		

