



Flower Garden Application

Volunteer Information

Name: _____

Address: _____

City: _____ State: _____ Zip code: _____

Phone: _____ Email: _____

Group Name (if applicable): _____ Number of people in group: _____

Are you 18 or older? ☐ Yes ☐ No

Flower Garden Request

Requested Park Location: _____

Term Length Requested: _____

Notes to Applicant

- Volunteer flower gardeners must agree to planting and long-term upkeep of assigned flower gardens.
- All expenses incurred are the responsibility of the volunteer/group and not reimbursed by the city.
- All garden volunteers must submit a garden plan for city approval.
- The city prefers use of native Minnesota plants that are drought resistant with a mix of ornamental grasses and annuals.
- After completion of volunteer term, the gardener must restore the property to its original state.
- The city reserves the right to order removal of any garden for any reason.

I understand that my services are offered on a voluntary basis without anticipation of financial remuneration. I grant permission for my photo to be used in any promotional materials produced by the City of Shakopee. I will indemnify and hold harmless the City of Shakopee, City Council and their officers, agents and employees from and against all claims, demands, loss of liability of any kind or nature for any possible injury incurred during volunteer service.

Applicant's Signature

Date

(If under 18 years old, a parent/guardian must sign, too)



VOLUNTEER FLOWER GARDEN POLICY

90.17.01.P

Adopted: DRAFT

Amended:

A. Purpose

This policy is intended to encourage volunteerism by efficiently and effectively utilizing volunteers in Shakopee to plant, manage and upkeep flower gardens on vacant city-owned property in order to beautify the city and provide for a degree of uniqueness. This policy defines the role and responsibilities of individual volunteers and volunteer groups.

B. Application Required

Individuals or groups interested in volunteering to plant, manage and upkeep flower gardens must complete a Flower Garden Application. As part of the application process, all volunteers must provide full name, address, phone number and email address.

The application will be reviewed by staff and decisions made on the basis of the needs of the City of Shakopee. All volunteers must sign a release waiver before performing any services on city property.

C. Expectations of Volunteers

Activities by volunteers and approved by the city shall be consistent with city policies. Volunteer flower gardeners must agree to planting and long-term upkeep of assigned flower gardens. This includes all required maintenance including, but not limited to: site preparation, planting, watering, weeding, mulching, and litter removal. If there is not a water source near the flower garden, the volunteer is responsible for hauling water to the garden.

All expenses incurred by the volunteer/group will be at their sole discretion and will not be reimbursed by the City of Shakopee.

For ease of maintenance, the City of Shakopee prefers the use of native Minnesota plants that are drought resistant with a mix of ornamental grasses and annuals as fill. All garden volunteers must submit a garden plan. The plants and design will be approved by the city.

After completion of the term granted for the garden, all property must be returned to its original state after garden removal. Employees of the City of Shakopee will not assume any responsibility for the flower garden if a volunteer relinquishes their responsibilities. If a flower garden volunteer/group fails to perform their duties as outlined, the City of Shakopee may charge them the actual costs of addressing any issues.

The City of Shakopee reserves the right to order removal of any garden for any reason at their sole discretion. Upon notification, volunteers must work to remove all aspects of the garden from city property.