

**POLICY:**

Citrus County has extensive Park land holdings in the form of District, Community and Neighborhood parks. The County welcomes local organizations to enter Partnership agreements to enhance improve or maintain the appearance of these Parks through on going volunteer support and community service projects. The following guidelines have been established to facilitate local organization Partnerships.

**PROCEDURES:****A. General**

1. Eligible organizations shall be of a formal nature such as a business, homeowner's association, civic organization, school/church-affiliated club or a 501(3)C Not-for-Profit organization. The organization chief executive or a designated officer shall serve as liaison to the County on all issues regarding the agreement. Should the designee change, the organization shall provide written notification of the change to the County within 30 days.
2. Before an organization is authorized to install, maintain, or monitor County park lands, an application must be completed and filed with Parks and Recreation Administration office, outlining the project(s) proposed to be conducted. After review by County staff as deemed appropriate, a Partnership Agreement will be developed and placed on a Board agenda for Board review and approval. By a majority vote, the Board may enter Partnership Agreement for an initial period of no greater than 3 years from date of execution. Following the expiration of the agreement the organization may reapply for a formal renewal with the County.
3. Community organizations may be required to execute an indemnification and hold harmless agreement in conjunction with the Partnership Agreement when the project(s) warrants one.
4. Citrus County shall review and approve, modify, or deny any project involving County facilities proposed under the Partnership Agreement.

**B. Maintenance**

1. Litter Control – Upon execution of a Partnership Agreement, an organization may conduct litter control at their discretion. Arrangements can be made with the County to establish a designated drop-off site(s) and schedule for litter disposal if the organization chooses to not handle litter disposal directly.
2. Mowing – The County provides mowing only on an established frequency. Upon execution of a Partnership Agreement, an organization may contract for or conduct more frequent mowings, provided the mowing is consistent with the

County's established blade height.

3. Landscaping – Upon execution of a Partnership Agreement, an organization may assume maintenance responsibility for landscaping that has been installed or is occurring naturally in a County park. The County retains the right to remove or alter landscaping for the purposes of public safety, or failure to maintain and is not responsible for replacement.
4. General Maintenance – Organizations may assume maintenance responsibility within a park facility with prior permission by the County.

**C. Enhancement.**

1. Landscaping – The County may authorize landscaping enhancement on County parks upon execution of a Partnership Agreement with an organization. Prior to installation, the organization must submit a conceptual plan of the landscaping proposed. The plan shall include plant type, size at time of installation, and size at maturity. In general, plants should be drought resistant and/or native and derived from a commercial source.
2. Upon approval of the conceptual plan by staff, the community organization shall provide a commitment for maintenance throughout the life of the project. The County retains the right to remove or alter landscaping for the purposes of public, or failure to maintain and is not responsible for replacement.
3. Wildlife Enhancements – The County encourages the placement of bird boxes, butterfly gardens, and similar wildlife enhancements upon County properties, particularly public parks. Prior to installation, a Partnership Agreement between the County and the organization shall be executed. Installation and maintenance of the enhancement shall be the sole responsibility of the organization. In general, enhancements such as birdhouses shall be of sound construction and installed in a location and height, which will encourage its use by the species targeted. When such birdhouses are proposed for installation on existing trees, bands rather than nails or other intrusive hardware will attach the boxes.
4. When installation occurs within secured sites monitoring is desired, arrangements for access shall be made with the County Parks and Recreation Section prior to installation. The County retains the right to remove or alter location of wildlife enhancements for the purpose of public safety or maintenance, but will endeavor to avoid such actions during the active season.