



**CITY OF SEBASTOPOL**  
**Public Works Department**

714 Johnson Street  
Sebastopol, CA 95472  
Phone: 707-823-5331  
Fax: 707-823-4721

Website: [www.cityofsebastopol.gov](http://www.cityofsebastopol.gov)  
Email: [citypw@cityofsebastopol.gov](mailto:citypw@cityofsebastopol.gov)

## *ADOPT A LANDSCAPE*

### ***What Is It?***

The Adopt-a-Landscape Program allows you to adopt a median, island or park area in order to provide additional maintenance to Sebastopol's green spaces. The program encourages businesses, organizations and individuals to commit their time, talents and/or money to the maintenance and/or improvement of one of the City's green spaces. Depending on the size of the area, volunteers need to spend an average of 4 to 6 days per year on their adopted area, or a business or individual(s) may opt to donate the funds to provide for landscaping services. Everyone who participates is acknowledged with a sign at the site.

### ***Why?***

Even though budgets are shrinking while maintenance continues to grow, the City is committed to keeping our greenways beautiful. Many small cities all over the United States have formed volunteer programs for landscape maintenance. You can help us keep Sebastopol looking its best. Through the Adopt-a-Landscape program, you will find a real sense of pride and ownership of "our town."

### ***How Does It Operate?***

Adopting a landscape can take many forms. We would be happy to design a program to suit your needs. Participation can happen in several ways, such as making a commitment to a specific park space, median, or island by removing litter and weeds, mulching, planting, and doing light pruning at regular intervals throughout the year. Another way to help is by providing financial support for the maintenance and improvement of a specific area.

### ***Who Is Eligible?***

The entire community is welcome to get involved, including community groups, businesses, service clubs, fraternal organizations, schools, private clubs, youth groups and individuals.

### ***Recognition***

After one month of active adoption, the City will erect a sign at the site, bearing the name of the adopting group or individual. Adopting groups will be recognized with a Certificate of Appreciation, and periodic stories will be sent to the media. Also, you will have the satisfaction of knowing that you helped to preserve the beauty and vitality of the City of Sebastopol.

### ***How to Get Started***

Contact Erik Billing, Public Works Operations Supervisor, at 707-823-5331 (ext. 201) or [ebilling@cityofsebastopol.gov](mailto:ebilling@cityofsebastopol.gov). He will help you develop an adoption plan to coordinate your group's intended activities, frequency, and any City support that might be needed. Adoption is for a minimum of one year and can be extended by mutual agreement. A written agreement between the Public Works Department and your group will record the adoption and details.



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**ADOPT-A-LANDSCAPE PROGRAM**  
**LETTER OF UNDERSTANDING**

**Business Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Contact Name:** \_\_\_\_\_ **Area to be Adopted:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City, State, Zip:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **Email:** \_\_\_\_\_

The City of Sebastopol Public Works Department and \_\_\_\_\_

will cooperate in the maintenance and improvement of the area listed above for \_\_\_\_\_ year(s).

The Applicant agrees to the following stipulations:

- All participants in this activity must sign the attached ***Liability Release and Permission for Emergency Medical Treatment***.
- Applicant shall designate one contact person for all dealings with the City of Sebastopol.
- Participants shall follow all City guidelines regarding landscaping on public property.
- Participants shall document in writing all time spent and description of work performed.
- Applicant shall obtain City approval of work dates and specific work activities in advance of work.
- Applicant shall ensure that all participants are familiar with and follow the attached ***Safety Requirements***.

The Public Works Department will:

- Review proposed improvements and inspect finished projects to assure quality work and public safety,
- Provide any necessary staff assistance and protective safety gear,
- Post signage after one month of regular work or receipt of financial contribution.

This letter of understanding is for a minimum of one year from the date but will stay in effect after that date unless cancelled by either party.

\_\_\_\_\_ **Applicant Signature :** \_\_\_\_\_

**Mark Rincon**  
**Public Works Director**

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

**Name, as you wish it to be printed on the sign (please print clearly):**

\_\_\_\_\_



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***ADOPT-A-LANDSCAPE PROGRAM***  
***VOLUNTEER RELEASE***

**Liability Release and Permission for Emergency Medical Treatment**

I understand that my services are being offered on a voluntary basis without anticipation of any financial remuneration. I hereby waive, release and discharge any and all claims for death, personal injury and property damage against the City of Sebastopol, its officers, agents and employees, which I may have or which may accrue as a result of my participation in the Adopt-a-Landscape Program. I understand and agree that this waiver and release includes claims or damages caused in whole or in part by the negligent acts or omissions of the City, its officers, agents and employees.

I give my permission for the City to seek emergency medical treatment on my behalf and designate an emergency contact below.

**Volunteer Name:** \_\_\_\_\_

**Volunteer Activity:** Adopt-a-Landscape Program

**Home Phone Number:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City, State, Zip:** \_\_\_\_\_

**Emergency Contact Name:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

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

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

***Each participant must complete this form.***



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***ADOPT-A-LANDSCAPE PROGRAM***  
***SAFETY REQUIREMENTS FOR PARTICIPANTS***

While in or on the roadway or roadside, remember: ***SAFETY FIRST!***

To protect yourself and others:

- Stay out of the traveled portions of the roadway.
- Use caution when crossing streets. Be especially careful if carrying materials or tools, or if your attention might otherwise be distracted. Use crosswalks and signals where available.
- Face oncoming traffic as you work and keep an eye on traffic. Be prepared to move quickly if necessary.
- Do not work on the roadway or shoulder, unless the area has been properly barricaded off to traffic.
- Discontinue work before dusk.
- Do not work when fog or other conditions reduce visibility for drivers.
- Do not touch or attempt to remove materials that you suspect may be toxic or hazardous.
- Items to avoid include powders, chemicals, smelly substances, suspicious packages, chemical drums or containers, weapons, syringes or hypodermic needles, dead animals and broken glass.
- Notify Public Works or the police of the location of weapons or suspected toxic substances immediately.
- Do not compact trash bags. Injuries occur from broken or jagged objects.
- Wear orange safety vests and gloves whenever you are working on the landscaped areas.
- Wear long pants and substantial leather shoes or boots with ankle support.
- Watch your footing and stay off steep slopes, drainage facilities or places from which you might fall. Light colored clothing, long sleeve shirts and sunscreen lotion are recommended.
- Do not run, throw objects, or engage in horseplay, or any other activity which may distract drivers.
- Avoid overexertion. Drink plenty of water, especially on warm, humid days.
- Do not consume alcoholic beverages or drugs before entering or while on the roadside.
- Be alert for stinging insects and poisoning plants, such as poison oak.
- Do not cut or in any way damage electrical or irrigation facilities.
- Practice proper lifting procedures. Do not overdo.



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***ADOPT-A-LANDSCAPE PROGRAM***  
***PLANTING SUGGESTIONS***

**GROUND COVERS** - Germinate or eliminate existing weed seeds/plants/roots prior to planting.

- California Poppy: Low-growing orange and yellow flowers bloom spring through summer. Reseeds each year. Drought tolerant. Seed after the first rain and cut back with weed eater or mower once a year.
- Blue Fescue: Perennial bunch grass. Grows in clumps low to the ground. Spreads slowly once established and holds the soil together with its root mat. Watering is needed in its first year. Extremely drought tolerant once established. Can last for 20 years or more. Seed after the first rain. (Look in the planting circles at the Sebastopol Town Plaza to see similar grasses.)
- Other similar native bunch grasses.

**BULBS**

- Wild Iris.
- Douglas Iris: An endemic plant (only grows in this region). Purple flower. Grows well under trees. Drought tolerant and thrives in acidic soil.
- Other similar bulbs.

**SHRUBS**

- Lupine (Lupinus sp.): Evergreen with bright purple or yellow flowers. Grows to 4 feet tall when mature. Fixes nitrogen in the soil, building soil health, and attracts beneficial insects. Water in the first year; then drought tolerant thereafter.
- Matilija Poppy (Romneya coulteri): Evergreen perennial with big white flowers. Reaches a height of 7-9 feet tall and a width of 6 feet. Takes full to partial sun. Thrives in dry and hot climates. Drought tolerant and low maintenance.
- California Fuchsia (Zauschneria californica): Deciduous. Red flowers bloom mid-summer to mid-fall. Reaches a height of 5-7 inches and a width of 7 inches. Takes full to partial sun. Drought tolerant and low maintenance. Showy ground cover.
- Californica Lilac (Ceanothus sp.): Evergreen. Blue flowers bloom in mid-spring. Reaches 5-8 feet tall and 10 feet wide (or lower). Takes full to partial sun. Drought tolerant and low maintenance. Fixes nitrogen in the soil and attracts beneficial insects.
- White Sage (Salvia apiana): Evergreen perennial with silvery leaves. Grows 3 feet tall and 2-3 feet wide. Requires well-drained soil. Very drought tolerant and low maintenance. Attracts beneficial insects.
- Other Sage plants: Garden sage, purple sage, etc.



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**SHRUBS (Continued)**

- Rosemary: Evergreen. Erosion controlling. Aromatic flowers are pink, lavender, blue and white. Blooms in early spring to late spring. Grows to about 6 feet high and 4 feet wide in acid and alkaline soils. Full to partial sun. Very drought tolerant and low maintenance. Repels garden moths and attracts birds and beneficial insects. Edible and medicinal.
- English Lavender (Lavandula sp.): Evergreen. Purple and white flowers bloom in early to late summer. Grows 2-5 feet high and 3 feet wide. Takes full sun best. Drought tolerant and low maintenance. Flowers dry well and have medicinal qualities.
- Butterfly Bush (Buddleia sp.): Deciduous large shrub. Blooms all summer. Attracts butterflies and beneficial insects.
- Mexican (and others) Sage (Salvia sp.).
- Pride of Madera (Echium candicans): Biennial flowers are purple, blue and white. Blooms in mid to late spring. Grows from 3-8 feet high and up to 8 feet wide. Takes full sun and needs some water until fully established. Attracts beneficial insects for pest control.

**TREES (Small) - Renovation relies on existing ash as dominant street/shade tree.**

- Western Redbud (Cercis occidentalis): Deciduous tree. Slow growing, low maintenance, native, drought tolerant, nitrogen-fixing tree that reaches 20 feet.
- Flannel Bush (Fremontodendron 'California Glory'): Evergreen. Produces yellow-orange flowers in mid-spring to late summer. Reaches 15-20 feet high and 20-foot wide. Takes full sun and thrives in acidic soil. Drought tolerant and low maintenance. Attracts beneficial insects.
- Pineapple Guava (Feijoa sellowiana): Evergreen shrub/small tree. Sweetly aromatic. Grows up to 20 feet tall and 15 feet wide. Produces multi-colored flowers in the summer and plum-sized, sweet, vitamin C rich fruits in mid-winter. Takes full to partial sun. Does best in sandy loam and acidic soil. Drought tolerant and low maintenance. Attracts beneficial birds and insects.
- Red Twig Dogwood (Cornus stolonifera): Deciduous shrub/small tree. Needs wet areas.
- Peach Tree: Dwarf or full-size, freestone or otherwise.
- Gravenstein Apple: A tree that is rapidly disappearing from this region and our City tree.