

Aurora Water Conservation

Volunteer Handbook



AURORA
WATER

15151 E. Alameda Parkway

E. Alameda Dr.

S. Chambers Road

S. Chambers Road

Aurora
Fire Rescue
Station 8

15151 E. Alameda Parkway Aurora 80012

CONTACT LIST

MAIN CONTACT

Amanda Slover

Water Conservation Specialist

720.859.4366

aslover@aurorgov.org

Aurora Police Department

Emergency: **911**

Phone Reports/Non-Emergency:

303.627.3100

Aurora Fire Rescue

Emergency: **911**

Fire Dispatch: **303.627.313**

ACCESS AURORA

303.739.7100

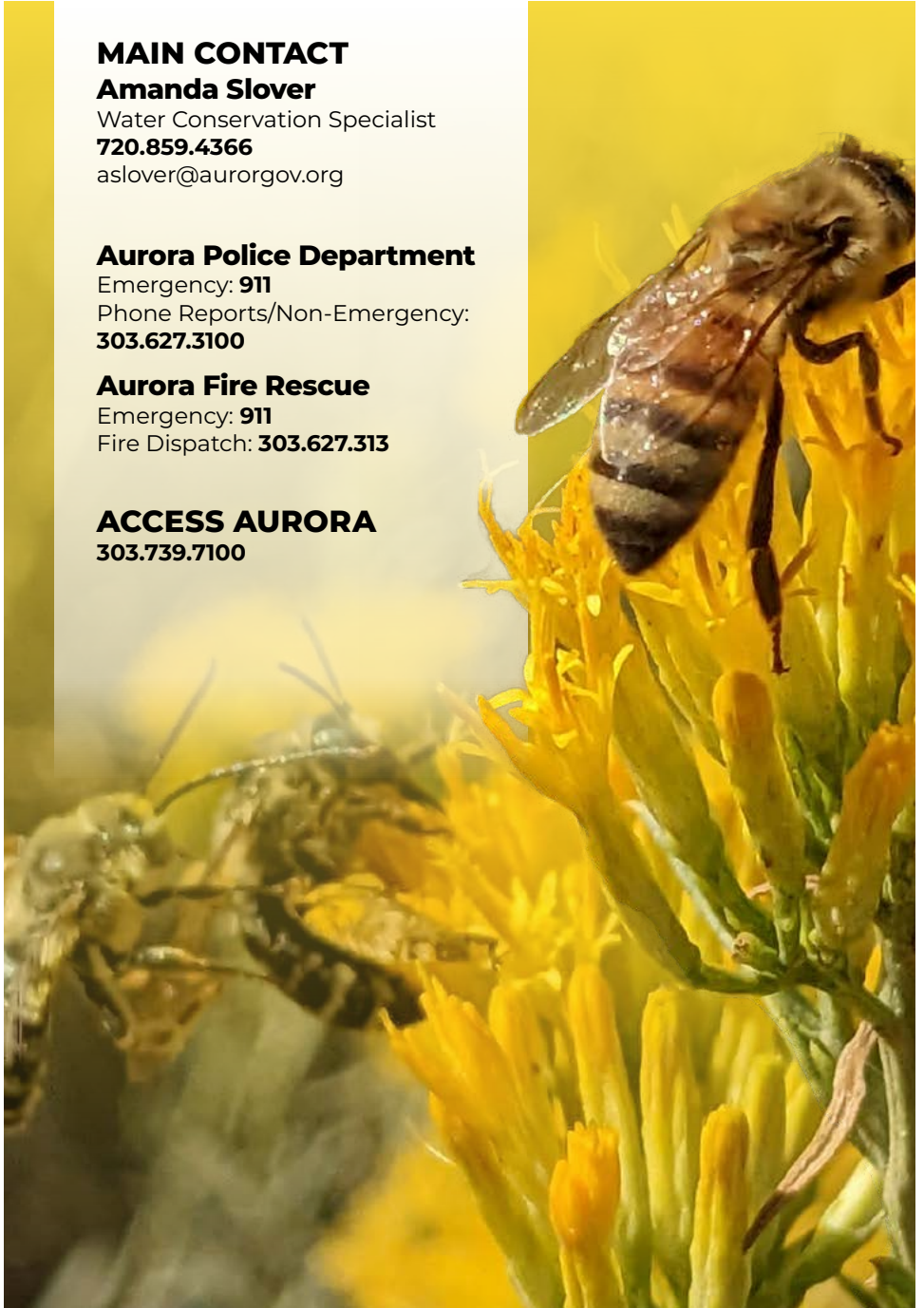


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DISCOVER THE AURORA *Water-wise Garden*

Aurora Water Conservation Mission

To promote the efficient use of Aurora's Water and to:

- Educate our customers in water efficiency to create an informed community of water stewards
- Lead our city, the region and the nation by developing and promoting initiatives that create a sustainable culture
- Collaborate with partners to grow awareness and create solutions to water-demand problems
- Grow professionally to remain at the forefront of water conservation efforts
- Provide rapid educational and service responses in resource emergencies

Aurora Water-wise Garden

Promote the efficient use of Aurora's water through education, demonstration of proven techniques, and experimentation.

Aurora Core 4 Values

▶ INTEGRITY

- Telling the truth
- Being consistent
- Doing the right thing even when nobody is looking

▶ RESPECT

- Valuing the worth of others
- Honoring diversity and differences
- Practicing the Golden Rule

▶ PROFESSIONALISM

- Treating everyone equally
- Embracing best safe practices
- Using data to help make our decisions

▶ CUSTOMER SERVICE

- Going the extra mile
- Exceeding expectations
- Being responsive and courteous and fair
- Delivering quality and efficient service



DISCOVER THE AURORA *Water-wise Garden*

Aurora Water-wise Garden History

When 2002 brought a drought of historic proportions to Colorado, Aurora was struggling with record-low snowmelt (95% of the city's water supply is from snowmelt). At the time, the new Aurora Municipal Center had a landscape plan that was designed years before the drought and included large expanses of bluegrass. City officials knew they needed to send a clear message of water stewardship and that the traditional landscaping plan would accomplish this. The idea to create a xeriscape garden at the municipal center instead of 10 acres of rolling bluegrass was implemented. The garden was installed in spring of 2003, as the city ordained planting restrictions through Aurora, permitting only "xeriscape plants and no sod." Today, we have moved away from the word "xeriscape," preferring to use "water-wise," but the mission of the garden and Aurora Water has remained the same.

Aurora Water-wise Garden Now

As the largest botanic garden dedicated to the practice of conserving water in the state of Colorado, environmental stewardship is one of the core values in the Aurora Water-wise Garden. Incorporating Colorado natives and native cultivars with non-native species, the garden supports over 200 animal species. Aurora Water-wise Garden is honored to be recognized by the Audubon Society as a Habitat Hero Garden. As a Plant Select Showcase Garden, you will surely find plants designed to thrive in high plains with less work.

Aurora Water-wise Garden uses little supplemental water. When we do, we irrigate with reclaimed, non-potable water from Aurora's Sand Creek Reclamation Facility. Reclaimed water is treated but not suitable for drinking. Our garden is proud to join Aurora's parks, golf courses and open spaces in conserving the city's drinking water by irrigating it with reclaimed water.

Wildscape in the Garden

Wildscape is landscaping with the purpose of supporting wildlife. We find that water-wise landscapes are diverse ecosystems that support many animals instead of a monoculture of grass that support few. You will be surprised at the variety of wildlife found inside the Aurora Water-wise Garden. From mule deer to coyote, to red-tail hawks to rabbits, to Monarch butterflies and bumble bees, our garden is alive.

Much of our landscape maintenance takes Wildscaping into account. As a volunteer in the garden, you will be encouraged to follow our practices—balancing traditional land management with organized horticulture.

WELCOME TO **Volunteering** IN WATER CONSERVATION

PURPOSE OF THE AURORA WATER-WISE GARDEN VOLUNTEER PROGRAM

Our volunteer program is designed to be the backbone of the Aurora Water-wise Garden. We depend on our volunteers for large-scale maintenance including weeding, mulching, deadheading, soil preparation, bare root planting, pollinator counting, composting, seed harvesting, holiday lights and seed cleaning and packing. We want our volunteers to be part of the garden experience for visitors!

WHO CAN VOLUNTEER AT AURORA WATER-WISE GARDEN?

Anybody can volunteer with us, but this position is perfect for...

- Families or children 10+ with accompanying parent/guardian
- Teens 14+ without a parent/guardian
- Young professionals
- Hobby environmentalist
- Passionate gardeners
- Retirees and seniors
- Garden clubs
- Corporate teams
- Eco-curious first timers
- Outdoorsy folks
- Service organizations and church groups
- Citizen scientists



HOW TO BECOME A WATER-WISE GARDEN VOLUNTEER

Our Aurora Water-wise Garden volunteers must register with the city of Aurora **volunteer portal**.

- Volunteers over the age of 18 must do a background check, the cost of which is covered by the city of Aurora.
- Volunteers under 18 must have a parent/guardian fill out a volunteer waiver agreement. Find it at the end of this handbook or email **aslover@auroragov.org** for a digital copy.

Check out our opportunity descriptions and timeframes on page 10. Choose those that appeal to you most and register for a volunteer opportunity online via the portal. Some of the garden volunteer opportunities require training and commitment to regular attendance as noted in the calendar. Other opportunities are easy to jump into for one-time volunteers. Whatever level of commitment or interest, we have something for you.

WHAT YOU CAN *Expect*

AURORA WATER-WISE GARDEN VOLUNTEER REQUIREMENTS

- Keep an up-to-date profile on the city **volunteer portal**
- Pass background check (paid for by the city)
- Attend trainings for the opportunity you have signed up for, where applicable
- Actively participate! Send an email or call if you will be absent
- Log volunteer hours
- Always treat other volunteers and staff with mutual respect: if you feel threatened by anyone, please report it immediately to the garden manager/garden staff
- Work outdoors on natural terrain, in various weather conditions
- Dress appropriately
- Use of various tools. Before work begins, tasks and tools will be demonstrated
- Confidentiality. The natural environment and nature of repetitive tasks sometimes lead to sharing strong feelings and thoughts. Gardens are therapeutic. Please respect others' confidentiality.



WHAT YOU CAN *Expect*



AURORA WATER-WISE VOLUNTEER COMMITMENT LEVELS AND APPRECIATION

We ask each volunteer to give six to 10 hours per month. Each opportunity is 2 hours. We understand with busy lifestyles, folks can't always give that much. We welcome folks who can give any amount of time to the garden.

Volunteer Commitment Registration Dates	Garden Provided Items	Volunteer Appreciation Gifts	Volunteer Appreciation Field Trips
One-time volunteer	Leather gloves Tools	N/A	N/A
10+ opportunities (20 hours)	Tools	Personal long sleeved lightweight Aurora Water Volunteer shirt, water bottle and leather gloves. Awarded at Volunteer Orientation.	For volunteers with high attendance rates.
15+opportunities (30 hours)		Hori hori knife and pruners awarded upon completion of 15 dates at the Volunteer Appreciation.	

BE *Prepared*



VOLUNTEER FIELD TRIPS AND AWARDS CEREMONY

The Aurora Water-wise Garden will take two educational field trips as part of the thank you to volunteers. Volunteers with good attendance will receive an invitation for the field trips. Field trips require an RSVP. The autumn field trip will include a short Volunteer Awards ceremony.

ALWAYS DRESS APPROPRIATELY

Volunteers who arrive at the Aurora Water-wise Garden dressed in shorts or skirts will not be permitted to volunteer for that session. Use the checklist below to make sure you are outfitted correctly. It is your responsibility to dress for the weather.

Please use the checkboxes to prepare for your volunteer opportunity.

Aurora Water is committed to your physical safety and emotional well-being. Behavior or speech that is harassing or threatening is not tolerated in the garden. If you feel harassed or threatened, please notify the garden manager/garden staff. Report all incidents. Volunteers who behave offensively toward garden staff or other volunteers will be asked to leave the garden and relieved of their volunteer duties.

MANDATORY

- Long Pants
- Close-toed shoes

SUGGESTED

- Hat
- Sunscreen
- Water bottle
- Sunglasses
- Long Sleeves

VOLUNTEER OPPORTUNITIES



POLLINATOR COUNTING

June - September | Training Required

Have you considered all the animals that co-exist with our plants? Help us gather more information about the pollinators that live in the garden, what plants they prefer most, building a greater understanding of pollinators in our garden.

The Pollinator Count is held weekly on Saturdays.

Volunteers must attend training, register, and commit to a minimum of two pollinator counts per month. Volunteers may be asked to use iNaturalist app.



GARDENS A TO Z

April - October | No Training Required

Gardens A to Z is a variable general maintenance and care with activities varying from prepping new displays, deadheading, minor trimming, weeding, composting, picking up litter, seed harvesting, seed sorting, evaluating plant health, spreading mulch and general care of the six-acre Aurora Water-wise Garden. Each task will be demonstrated before volunteers dive into the work, so no training is required.



NEW! WEEDING WARRIOR WEDNESDAY

May - September | Training Required

Do you have a passion for pulling? Do you enjoy the deep meditation of weeding? This volunteer opportunity is the one for you. We need weeding warriors! Aurora Water-wise Garden has a weed focused day each Wednesday starting in May. One hour of training on weed identification and disposal is required. Look for the training dates in the volunteer calendar on the **Aurora Waterwise Garden volunteer portal**.



VOLUNTEER OPPORTUNITIES

COMPOST ALLIANCE

April - October | Training Required

Green waste is a big factor in landfill methane, a known contributor to greenhouse effects. Help AWG be a more sustainable garden by joining the Compost Alliance.

Composters will manage our large compost area through chipping, chopping, turning, watering, taking temperature readings, applying plastic and sifting. Compost volunteers are required to attend trainings, found in the volunteer calendar **Aurora Waterwise Garden volunteer portal**.



NATIVE BEE WATCH, COLORADO STATE UNIVERSITY (CSU)

June - September | Training Required

Join the CSU Native Bee Watch in the Aurora Water-wise Community Garden. This program is run by CSU and all participants must experience the CSU training.

Native Bee Watch is a citizen science program to learn more about the native bee populations. Aurora Water-wise Garden is an important site as the bees in the Arapahoe county are underrepresented in state numbers. Training is provided through CSU and participants will be alerted to it.



SEED HARVESTING

September - November | Training Required

Aurora Water-wise Garden will be harvesting seeds for saving, distributing, and propagation within the garden and off-site. Volunteers must be trained to follow the procedures, standards, and ethics of the garden.



VOLUNTEER OPPORTUNITIES

SEED CLEANING AND PACKING

November - December | No Training Required

Coffee and snacks are provided while we clean harvested seed and pack envelopes. Some admin opportunities available with this program, please contact the volunteer coordinator to learn more about these opportunities.

HOLIDAY LIGHTS

October | Training Required

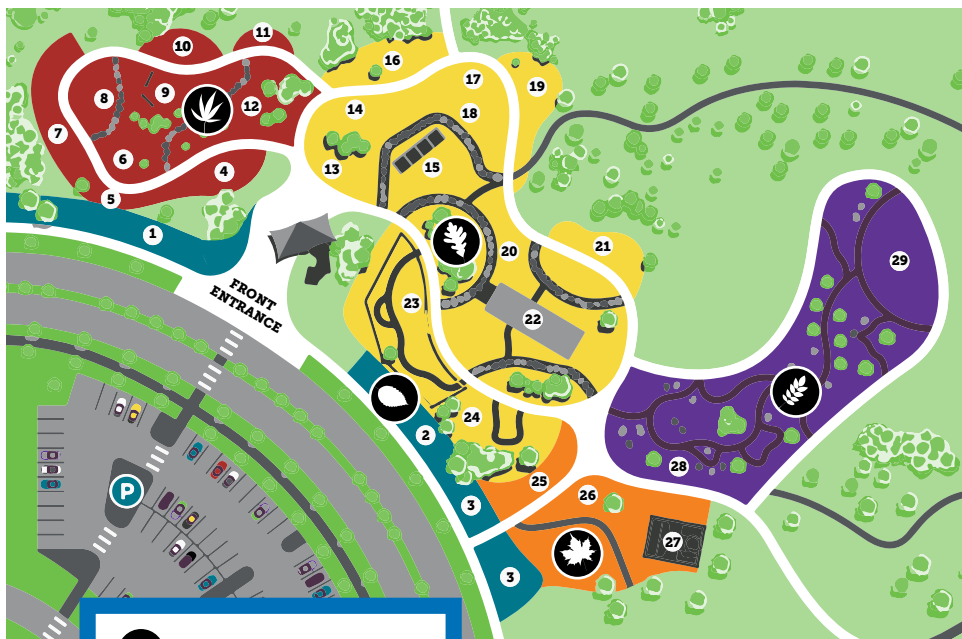
Hanging holiday lights is a three-week program that requires training for participants. Available Tuesdays and Saturdays from 8 - 10 a.m., you will assist us in hanging the garden's holiday lights for the annual tree lighting for the AMC campus.



VOLUNTEER OPPORTUNITY *Calendar*

Look for our updated calendar on the **Aurora Waterwise Garden volunteer portal**. All training dates can be found in the volunteer portal calendar.





BLUE ZONE

- 1 - Curb-side Landscape
- 2 - Colorado Natives
- 3 - When Sunny Gets Blue



RED ZONE

- 4 - Classroom
- 5 - Crevice Garden
- 6 - Mulch Demo
- 7 - Dog Tuff
- 8 - Meadow
- 9 - Contemplate
- 10 - Irrigation Demo
- 11 - Groundcover
- 12 - Four Seasons



YELLOW ZONE

- 13 - Buffalo
- 14 - Cactus and Friends
- 15 - Compost
- 16 - Going Gray
- 17 - Blue Grama
- 18 - Fragrance
- 19 - Dry Shade
- 20 - Z-Zone
- 21 - Country Hillside
- 22 - Activity Area
- 23 - Pollinator's Paradise
- 24 - Butterfly



ORANGE ZONE

- 25 - Herbal
- 26 - No Water Berm
- 27 - Vegetable Garden



PURPLE ZONE

- 28 - Reflection Garden
- 29 - 7/20 Memorial

WATER-WISE GARDEN MAP

15151 E Alameda Parkway
Aurora, Colorado 80012

VOLUNTEER AGREEMENT

This is a Release of Liability | Please read carefully before signing

In return for being allowed to participate in the City of Aurora ("City") Volunteer Activities and all related Activities, including any Activities incidental to such participation ("Volunteer Activities"), the undersigned Volunteer and Parent/Legal Guardian of Volunteer if Volunteer is under age 18 ("I", "me", or "my") releases, discharges and agrees not to sue the City of Aurora or its elected and appointed officials, employees, agents, representatives, sub-contractors, sponsors, and affiliates from all present and future claims that may be made by me, my family, estate, heirs, or assigns for property damage, personal injury, or wrongful death arising as a result of my participation in the Volunteer Activities wherever, whenever, or however the same may occur. I am voluntarily participating in the Volunteer Activities with knowledge of the danger involved, and I agree to accept all risks of participation. I understand that participation in the Volunteer Activities involves certain risks, including, but not limited to, serious injury and death. I understand and agree that the City is not responsible for any injury or property damage arising out of the Volunteer Activities, even if caused by negligence or otherwise, but the City agrees to pay up to \$1,000 for my reasonable and necessary medical treatment for my injury incurred during the course and scope of my Volunteer Activities. I also agree to indemnify and hold harmless the City for all claims arising out of my participation in the Volunteer Activities. I understand that this document is intended to be as broad and inclusive as permitted by the laws of Colorado and agree that if any portion of this Agreement is invalid, the remainder will continue in full legal force and effect. I also acknowledge that the City has not arranged and does not carry any insurance of any kind for my benefit or that of Volunteer (if Volunteer is under 18), my parents, guardians, trustees, heirs, executors, administrators, successors and assigns. I further understand that the City of Aurora will not provide me with any pay, compensation, insurance, workers' compensation or any other benefit to which an employee may be entitled. I represent that, to my knowledge, I am in good health and suffer no physical impairment that would or should prevent my participation in Volunteer Activities. I also understand that this document is a contract which grants certain rights to and limits the liability of the City to reasonable medical treatment of no more than \$1,000. This Agreement may only be amended, modified or supplemented by a written agreement signed by both parties, and any of the terms of this Agreement can be waived only by a written document signed by the party or parties waiving compliance.

Notice of photography and filming: By attending a City of Aurora Volunteer Activity, you are entering an area where photography, audio and video recording may occur. By signing this agreement, I consent to the City of Aurora photographing and/or recording me and using my image and voice in its publications.

Printed Name of Volunteer

Signature of Volunteer

Date

I am of legal age and am freely signing this agreement. I have read this form and understand that by signing this form, I am giving up legal rights and remedies.

Signature of Parent/Legal Guardian
Required if Volunteer is under 18 years old

Date

I am the parent or legal guardian of the Volunteer. I am of legal age and am freely signing this agreement. I have read this form and understand that by signing this form, I am giving up legal rights and remedies for myself, for the other parent of the child and for and on behalf of my child Volunteer hereby release and discharge the City of Aurora.

ACUERDO VOLUNTARIO

Esto es un Acuerdo de Liberación de Responsabilidad
Por Favor lea cuidadosamente antes de Firmar

Yo, _____ (Por Favor escriba el nombre del voluntario), quien suscribe voluntariamente este acuerdo con la Ciudad de Aurora, reconozco y acepto que no soy empleado, agente o contratista de la Ciudad de Aurora.

Además, entiendo y acepto que la Ciudad de Aurora no me proveerá ningún pago, compensación monetaria o de algún otro tipo, así como no proveerá seguros, indemnización laboral o cualquier otro beneficio al cual los empleados de la Ciudad de Aurora tienen derecho.

Entiendo que esta es solamente una oportunidad para participar como voluntario, y por medio de este documento libero de toda responsabilidad a la Ciudad de Aurora, sus empleados, funcionarios elegidos y designados y cualquier otro representante de la Ciudad de Aurora de cualquier lesión a mi persona o daños a mi propiedad que puedan resultar de mi participación en capacidad de voluntario a nombre de la Ciudad de Aurora. Este acuerdo es vinculante, para mí y para cualquier persona que reclame a través de mi o en mi nombre.

Si sufro una lesión como resultado de mi participación como voluntario durante el transcurso de actividades como voluntario o voluntaria, la Ciudad de Aurora pudiese pagar hasta un máximo de \$1,000 para el tratamiento médico que sea razonable y necesario para el tratamiento de la lesión. El pago de dicho tratamiento médico es por acuerdo y a discreción de la Ciudad de Aurora y no de conformidad con la Ley de Indemnización Laboral (Workers' Compensation Act). Ningún pago debe interpretarse como una admisión de responsabilidad por parte de la Ciudad de Aurora.

Por la presente reconozco que he leído, entendido y acepto voluntariamente el presente acuerdo de liberación de responsabilidad. Este acuerdo reemplaza cualquier acuerdo voluntario anterior entre mi persona y la Ciudad de Aurora.

Firma

Fecha

LIBERACION DE LOS PADRES

Adicionalmente a la liberación de responsabilidad anterior, Yo, padre/tutor del voluntario anteriormente suscrito quien es menor de 18 años de edad, en nombre mío y del otro padre, en representación del menor de edad, por el presente documento libero y eximo a la Ciudad de Aurora, sus empleados, funcionarios elegidos y designados, agentes o representantes de cualquier responsabilidad, reclamos o demandas de lesiones corporales o por daños a la propiedad al menor anteriormente mencionado. Libero también así a la Ciudad de Aurora de cualquier obligación de pago o gastos, incluyendo honorarios de abogados y costos judiciales y de cualquier otro tipo, que puedan ser incurridos, debido a, o durante las actividades, del menor desempeñándose como voluntario en nombre de la Ciudad de Aurora como se ha indicado anteriormente.

No obstante lo anterior, la Ciudad de Aurora pudiese pagar hasta un máximo de \$1,000 para el tratamiento médico razonable y necesario producto de cualquier lesión sufrida por el menor desempeñándose como voluntario durante el transcurso y alcance de las actividades voluntarias del menor en nombre de la Ciudad de Aurora. El pago de cualquier tratamiento médico es por acuerdo y a discreción de la Ciudad de Aurora, no de conformidad con la Ley de Indemnización Laboral (Workers' Compensation Act) ni debe tal pago interpretarse como una admisión de responsabilidad por parte de la Ciudad de Aurora.

Este acuerdo reemplaza cualquier acuerdo voluntario anteriormente firmado por mí en nombre del menor con la Ciudad de Aurora.

Firma del padre o representante legal en caso que el voluntario sea menor de 18 años de edad:

Firma Padre _____ Fecha _____

Nombre (Favor escribir nombre completo) _____

Dirección _____

Ciudad, Estado, Código Postal _____



 **AURORA**
WATER

