



## Adopt-A-Trail Program Volunteer Checklist

### Volunteer's Report

Thank you for volunteering for the Buena Vista Adopt-a-Trail Program! Keeping our local trails clean, safe, and maintained is vital to our trails system, and we couldn't do it without our volunteers. We ask that you carry out the tasks below regularly – at least four times a year depending on the usage and condition of your trail section – in order to keep our trails in good repair. The Public Works Director will send out a quarterly reminder asking you to report on your section of trail.

- Pick up all trash and dispose of it properly.
- Remove or cut away any weeds that encroach on the trail. Do not use sprays.
- Remove any pet waste on, or adjacent to, the trail and replace bags in dog stations (if applicable).
- Note any damaged, vandalized, or missing signs or dog stations.
- Identify and report any social paths that deviate from the designated trail.
- Assess any damage/erosion to the trail.
- Check for any trail hazards or safety issues (rocks, roots, overhanging limbs, etc.).

Upon completion, please write any comments or concerns regarding your trail section in the "Observed Issues" space provided below. Mail it to the Town of Buena Vista, Attn: Public Works Director (PO Box 2002, Buena Vista, CO 81211) or drop it by Town Hall (210 East Main Street) at your convenience. Please contact Public Works directly with any other concerns, problems, or trail improvement ideas at 395-6898 or at [bvpwdir@buenavistaco.gov](mailto:bvpwdir@buenavistaco.gov). Thank you!

**Name**

First

Last

**Untitled**

**Phone**

**Email**

**Trail Section**

**Observed Issues**

**#1**

**#2**

**#3**

Attach additional pages as needed.