



City of PALM COAST

Community Development Department
Planning Division

160 Lake Avenue
Palm Coast, FL 32164
386-986-3736

ADOPTION AGREEMENT FOR PARKS / TRAILS / SHORELINES / ROADS

Site Name: _____

Physical Location: _____

Type of Adoption (Check one): Park Trail Shoreline Road



—PART I—

THIS AGREEMENT is made and entered into this on this _____ day of _____,
20_____, by and between the City of Palm Coast, Florida, hereinafter called the CITY and
_____ hereinafter referred to as the

ADOPTER/GROUP.

The ADOPTER/GROUP shall adopt the above mentioned specific section of street or right-of-
way or neighborhood area or road(s).

WITNESSETH

WHEREAS; _____ is within the City limits of Palm
Coast; and

WHEREAS; the City is authorized to contract with the private sector for performance of certain
duties; and

WHEREAS; the City has previously authorized agreements of this nature for the adoption of
parks, trails, shorelines and roadways for litter removal; and the adoptions of medians for
beautification purposes; and

WHEREAS; the City has responsibility for operation and maintenance of roads within the City
roadways system; and

WHEREAS; public involvement in efforts to beautify the City help to instill a sense of pride by the residents in how the community looks; and

WHEREAS; the Florida Legislature has encouraged the implementation of an “Adopt-A-Highway” program for the participation of local organizations in highway litter removal projects, section 403.4131 (4) (b), Florida Statutes; and the City of Palm Coast Florida, City Council, has approved the City’s Adoption Programs; and

WHEREAS; the Palm Coast Beautification and Environmental Advisory Board has encouraged the implementation of an “Adopt-A-Park, Adopt-A-Trail, Adopt-A-Shoreline, and Adopt-A-Road” programs for the participation of local organizations in voluntary labor including, but not limited to; litter removal, weed removal, planting projects, and various other maintenance work and the City of Palm Coast Florida, City Council has approved the City’s Adopt-A-Park, Adopt-A-Trail, Adopt-A-Shoreline, and Adopt-A-Road Programs; and

WHEREAS; the ADOPTER/GROUP is desirous of adopting a section of street or a neighborhood area or road(s) to remove litter at, and/or help maintain one or more of these areas

The parties NOW THEREFORE agree, as follows:

THE ADOPTER/GROUP’S RESPONSIBILITY SHALL BE;

1. To sign this agreement specifying that they will adopt a specific park, trail, shoreline, or a linkage of road preferably two miles in distance. Shorter distances may be adopted at the discretion of the Community Development Department and Adoption Program Coordinator.
Adopter/Group agrees to provide volunteer labor set forth above and in *Part II* of this document at set intervals with volunteers maintaining their areas and/or having record of adoption maintenance at a minimum of every two months
2. To ensure that the adopter/group coordinator(s) shall receive a safety guideline sheet along with this agreement form prior to commencing participation in the program. The group coordinator shall share this information with group members as often as possible, and especially with any new members who join in the adoption as long as it is active;
3. To perform this work only during daylight hours, ensure that all participants wear safety vests if near roadway areas, and ensure performance in a safe manner for all participants;
4. To provide the name, address and telephone number of the group coordinator;

5. To secure safety vests and trash bags as needed from the City of Palm Coast Community Development Department; and
6. To contact the City Planning Division by phone number: **(386) 986-3736** or email: planningdivision@palmcoastgov.com **one week prior to each volunteer work event.**
Group representatives shall inform the City of their plans to perform litter cleanup. This coordination will allow the City Public Works Department to eliminate any reduplication of the efforts made by groups collecting litter in designated right-of-way areas and adopted linkages of City roads.
7. To contact the City of Palm Coast Planning Division if at any point, prior to the expiration date, the adoption site will no longer be maintained by the adopter/group.
8. To contact the City of Palm Coast Planning Division for any questions or correspondence regarding the City's Adopt-A-Park, Adopt-A-Trail, Adopt-A-Shoreline, and Adopt-A-Road Programs.

THE CITY SHALL;

1. Provide the appropriate "Adopt-a-(Park, Trail, Shoreline, or Road)" signs at appropriate locations at the site, which identify the adopting group;
2. Provide safety training for each group coordinator;
3. Provide safety vests, gloves and trash bags for use by the group; and
4. Pick up bagged litter (if any) left on the site after proper notifications by the group.

—PART II—

The ADOPTER/GROUP will agree to comply with CITY goals or standards for the type of work being performed on the site. Any work other than routine weed removal or litter pick up (i.e. such as irrigation work, planting, removing or trimming trees, shrubs, littoral zone plantings, etc.) shall be approved by the City prior to this type of work commencing.

The ADOPTER/GROUP will agree to comply with CITY goals or standards throughout the adoption process and to carefully read over group responsibilities for litter removal and/or beautification. Beautification activities (such as planting and landscaping) must be approved by the Adoption Program Coordinator and correctly permitted.

—PART III—

The ADOPTER/GROUP covenants and agrees that it will indemnify and hold harmless City of Palm Coast Florida and all their officers, agents, and employees from any claim, loss, damage, cost, charge or expense arising out of any act, action, neglect or omission by the ADOPTER/GROUP during the performance of the agreement, whether direct or indirect, and whether to any person or property to which CITY or said parties may be subject.

—PART IV—

This agreement shall remain in effect for a period of two years expiring each two calendar years on December 31st.

The CITY or ADOPTER/GROUP may terminate this agreement for any reason upon a 30 day written notice.

This agreement shall expire on December 31, _____.

—PART V—

This agreement is non-transferable and non-assignable in whole or in part without written consent of the CITY.

ADOPTION PROGRAM SAFETY GUIDELINES

- ⚠ Workers should work only during daylight hours.
- ⚠ Work should be scheduled during light traffic times.
- ⚠ Workers should wear reflective or light colored clothing for increased visibility (brightly-colored safety vests are highly recommended).
- ⚠ Take caution as you work! Face on-coming traffic as much as possible. Many trucks have large mirrors that hang over the work area.
- ⚠ One person should be designated as crew leader and shall instruct all workers on proper safety procedures.
- ⚠ Children under 18 years old shall be closely supervised by an adequate number of adults.
- ⚠ Access to a first aid kit must be readily available.
- ⚠ All workers and equipment shall be within the boundary of the adopted area (this applies to medians, roadways, trails, parks, and shorelines).
- ⚠ No lanes of traffic are to be blocked or diverted.

All Workers should be alert and use common sense at all times:

- ❖ Avoid the use of headsets, earbuds, etc.
- ❖ Avoid overexertion and have plenty of water available on hot days. Sunscreen is recommended for sunny days.
- ❖ Make sure you have the proper tools you need.
- ❖ Do not back tools, arms, legs, or yourself into traffic.

Please keep this form