



City of DeBary, Florida

ADOPT-A-STREET APPLICATION

16 Colomba Road, DeBary, Florida 32713-3264 Phone: (386) 668-2040

To enhance the environment and the appearance of City of DeBary Streets, _____
(your name)

herein after referred to as PERMITTEE, requests permission to "Adopt-A-Street."

The Street is: _____ between _____ and _____ in the City of DeBary,

hereinafter referred to as CITY, grants by permit the right to perform the work as described:

1. The work will be performed under and in accordance with the City of DeBary Adopt-A-Street Conditions attached to this permit and incorporated herein by reference.
2. PERMITTEE shall abide by all laws and regulations relating to right-of-way utilization, safety, and all other conditions as required by the CITY for the particular adopted Street(s). PERMITTEE shall make all volunteers aware of and conform to the guidelines and conditions as attached.
3. It is expressly stipulated that this permit is a license for permissive use only.
4. PERMITTEE will, at all times, assume all risk of and indemnify, defend and save harmless the CITY, its officers, agents or employees against any and all claims; losses, damages, responsibility, liability, costs or expense arising from or allegedly arising from or related to the exercise or attempted exercise of the rights and privileges granted by this permit. This paragraph 4 shall survive termination of this agent.
5. PERMITTEE agrees that the CITY may terminate this permit at any time the PERMITTEE does not comply with the permit conditions or at any time the PERMITTEE'S work is unsafe or causes a conflict with traffic. The CITY reserves the right to revise or discontinue this program at any time.
6. As to all relationships to the CITY, PERMITTEE and all persons performing work under this permit shall at all times and for all purposes be volunteers and not employees. Any rights and benefits available to such persons are limited to those provided pursuant to Chap. 125, Fla. Stat. (1998 Supp.), Part VI, Volunteers.

Organization/individual: _____

Clean-up Coordinator: _____

Address line 1: _____

City: _____ ZIP: _____

Address line 2: _____

City: _____ ZIP: _____

Phone number: _____ Fax: _____ Cell: _____ E-mail: _____



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ADOPT-A-STREET GUIDELINES

VOLUNTEERS MUST PROVIDE:

- A completed Adopt-A-Street Application and Right-of-Way Utilization permit.
- A two-year commitment to pick up litter along the designated stretch of Street.
- A commitment to pick up litter at least four (4) times a year.
- A designated coordinator for cleanups.
- Schedule the date and time of each pickup through the CITY'S Adopt-A-Street contact at (386) 668-2040 ext. 305.
- Collect City-provided safety equipment and litter bags from the designated location.
- Return provided safety equipment once cleanup is complete.
- Place all trash collected at the base of their Adopt-A-Street sign.
- Notify the City's Adopt-A-Street Program Coordinator of location of trash. (386) 668-2040 ext. 305.
- Return to the CITY the form which indicates the hours worked, the number of participants, and the number of bags of trash removed.

CITY OF DeBARY WILL PROVIDE THE FOLLOWING TO VOLUNTEERS:

- The CITY will erect a sign at each end of the adopted section with the group's name or acronym displayed in one (1) color, as the group approved on the application form. No logos may be used. The City of DeBary reserves the right to approve, disapprove and/or edit names or acronyms to go on the signs.
- Safety vests, which must be returned when cleanup is completed.
- Portable safety orange Street signs that announce volunteers are present working. These also must be returned when cleanup is completed.
- Litter bags.
- Forms to report the hours worked, the number of participants, and the number of bags of trash removed.

GUIDELINES AND CONDITIONS

We appreciate your willingness to assist in keeping Streets in the City of DeBary clean. The City of DeBary's Public Works Department also stresses the importance of volunteers following safety practices. The purpose of this section of your permit is to familiarize you with the guidelines and conditions that you agree to when you join the Adopt-A-Street program.

I. GROUP RESPONSIBILITY

- Any local community organization, school group or business group, as well as individuals 18 years of age or older, will be allowed to adopt a street maintained by the CITY. Participants must have an approved Adopt-A-Street agreement on file with the City's Adopt-A-Street Program Coordinator which must be kept current.
- Each group shall be responsible for appointing or selecting a Cleanup Coordinator to serve as spokesperson for the group. This person's name shall be provided to the Adopt-A-Street Program Coordinator and kept current.
- Adopt-A-Street groups are prohibited from subcontracting or assigning its duties and responsibilities to any other group, organization or enterprise.
- The group's Cleanup Coordinator shall advise the CITY in the event that the group no longer wishes to participate in the program.
- Each group shall be required to adopt a minimum of one (1) mile. Litter pickup will be done on each side of the Street including up to 10' of the right-of-way. Participants should not enter private property during the cleanup.
- Each group shall be required to adopt a section of Street for a minimum of two (2) years. Adoption of these Street sections may be renewed by completing a new Application.
- Each group shall be required to pick up litter a minimum of four (4) times a year and report results to the Adopt-A-Street Program Coordinator. Groups may clean up more than four (4) times if necessary. Several groups may adopt the same section if it is deemed beneficial by the Adopt-A-Street Program Coordinator due to large amounts of litter. A reminder will be sent out if no cleanups are reported within six months. If no cleanups are reported within nine (9) months, the Street signs will be removed so that another group may adopt this section of the Street.
- Each group will be provided with safety vests and collection supplies loaned from the CITY'S Adopt-A-Street Program Coordinator. In order to assist operations, groups are asked to contact the CITY to order these items at least seven (7) days prior to the scheduled cleanup event.
- Each group will be responsible for returning all safety vests and unused supplies furnished by the CITY to the Adopt-A-Street Program Coordinator within ten (10) days following each cleanup, during regular business hours (8:00 AM to 5:00 PM Monday through Friday), unless other arrangements have been pre-approved.
- Each group shall be responsible for placing the bagged litter at the Adopt-A-Street signs and notifying the Adopt-A-Street Program Coordinator of their location, so the trash may be picked up as soon as possible.

II. CITY RESPONSIBILITY

- The CITY shall, in no event, have the right to control the hours which the group performs the details of picking up litter from the section of Street adopted by the group. In picking up litter, the group shall act as an independent contractor. The CITY requires that cleanups be conducted during daylight hours.
- The CITY'S Adopt-A-Street Program Coordinator will be responsible for working with the group to determine the specific section of Street right-of-way to be adopted.
- The CITY will erect a sign at each end of the adopted section with the group's name or acronym displayed in one color, as the group approved on the application form. No logos may be used.
- The CITY will loan safety vests, trash bags and safety signs for cleanups.
- The CITY agrees to coordinate removal of filled trash bags.

III. SAFETY RULES

- The participants of each group agree to obey and abide by all laws and regulations relating to safety and such other terms and conditions as may be required by the CITY'S Adopt-A-Street Program Coordinator.
 - The group agrees to furnish one (1) adult for every seven (7) participants of a group who are fifteen (15) years of age or younger. No child under ten (10) years of age should be participating in the collection of material on the Street.
 - Each group agrees to ensure that the "Caution: Litter Cleanup" signs are set out at each end of the Street cleanup section. The group also agrees to place the filled trash bags at the nearest Adopt-A-Street identity sign for collection by the CITY.
 - Each individual participant of the group shall be responsible for wearing approved safety vests provided by the CITY during the pickup. Participants shall provide their own gloves and any cleanup devices as they determine are needed.
 - Each group shall be responsible for prohibiting participants from either possessing or consuming alcoholic beverages or illicit drugs while on the adopted section and performing tasks associated with the cleanup.
 - Each group shall be responsible for providing a proper first aid kit and adequate drinking water for volunteers who are participating in the litter pickup.
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ADOPT-A-STREET

USEFUL INFORMATION FOR LEADERS

BEFORE EVERY CLEANUP

1. Notify the Adopt-A-Street Coordinator at (386) 668-2040 ext. 305 of cleanup date.
2. Notify your group of meeting place and time.
3. Before your scheduled cleanup, pick up supplies from the Adopt-A-Street Program Coordinator during work hours (8 AM to 5 PM Monday through Friday).
4. Walk or drive your Street segment prior to meeting with your group to note construction areas and other hazards. Share this information with your group in safety talk.
5. Remember to bring a first aid kit, plenty of water, and directions to the nearest hospital.

AT THE MEETING PLACE

1. Take a head count. Divide into teams as appropriate. Each team should have a Team Leader assigned.
2. Make sure there is at least one (1) adult for every seven (7) participants under 15 and that all participants are at least 10 years old.
3. Check for appropriate clothing. Hand out safety vests.
4. Ensure that participants are not under the influence of drugs and alcohol.
5. Review cleanup and safety procedures with the group. This should be done before every cleanup.

AT THE CLEANUP SITE, TEAM LEADERS SHOULD

1. Check that cars are parked as far off the Street as possible.
2. POST THE WARNING SIGN PRIOR TO STARTING CLEANUP.
3. Remove warning signs when cleanup is complete.

AFTER THE CLEANUP

1. Collect safety vests and warning signs.
2. Notify Adopt-A-Street Program Coordinator that cleanup is complete. Report where litter bags are located, number of bags, and location of any hazardous materials and animal carcasses.

SAFETY TIPS AND CRITERIA

- ALWAYS WEAR FURNISHED ORANGE SAFETY VEST. This vest is to provide motorists with the ability to see the workers and is necessary for the worker's safety.
- STAY OFF THE TRAVELED WAY WHEREVER POSSIBLE. The workers should be off the traffic lane and shoulder area for maximum safety when working. Divide into two groups to patrol both sides of the Street at one time and minimize crossing the Street.
- LEAVE CHILDREN AND PETS AT HOME AND KEEP FELLOW VOLUNTEERS UNDER SUPERVISION AT ALL TIMES.
- PARK VEHICLES AWAY FROM AREA TO BE CLEARED. Vehicles parked along the Street in the cleanup area causes workers to walk in the Street, creating a dangerous situation. Carpooling is an effective way to reduce the number of vehicles at the site and also conserve energy and minimize pollution.
- OBSERVE ALL PEDESTRIAN LAWS AND SAFETY PRACTICES. This includes, but is not limited to, facing traffic when walking along shoulders, looking both directions before crossing, crossing at corners when possible, etc. Remember, this is for your protection.
- KEEP FILLED LITTER BAGS OFF OF STREET IN SHOULDER AREA. This keeps the traveled way clear for motorists and safer for pedestrians.
- NOTIFY THE SHERIFF'S DEPARTMENT IMMEDIATELY IN CASE OF EMERGENCY. Call 911 in case any emergency arises.
- PLEASE BE COURTEOUS TO DRIVERS. Being discourteous to drivers only creates more problems and can endanger other workers in the area. If a situation arises where a motorist is creating problems for the operation, notify the Volusia County Sheriff's Department immediately as they are trained to deal with criminal and dangerous acts. ***Do not take the law into your own hands.***
- DRESS APPROPRIATELY FOR THE WEATHER AND TAKE NECESSARY PRECAUTIONS. Clothing, liquids, and protection from the elements are all vital for a safe and healthy day.
- ENJOY YOURSELVES. This is a community effort that is to be congratulated. The City of DeBary is proud to have citizens like you willing to make the City a better place to live.

DO'S AND DON'TS

- DON'T pick up litter on the Street surface at any time.
- DON'T play around or do anything that will distract passing drivers or other volunteers.
- DON'T work during peak travel times when traffic is heavy. Never schedule pickups during evening hours.
- DON'T participate in litter pickups while under the influence of alcohol, drugs or prescription medications.
- DON'T overexert yourself. Take breaks. Drink liquids and dress appropriately for the weather.
- DON'T bring small children or pets on litter pickups.
- DON'T leave children or pets locked in the car at work locations.
- DON'T pick up materials which you suspect might be hazardous.
- DO car pool to pickup sites to keep the number of vehicles on the Street side at a minimum. Park in areas off the Street and as far away from the pavement edge as possible. Use parking lots and

wide spots whenever possible.

- DO stay on the right-of-way facing traffic and stay with your team.
- DO wear the reflective orange safety vest provided for volunteers so that you can be seen. Be sure you have it on from the moment you leave your vehicle at the pickup site.
- DO wear light or bright-colored protective clothing, hard soled shoes and sturdy work gloves.
- DO use sun block and wear a hat.
- DO work only in daylight and in fair weather.
- DO stay alert for snakes and noxious weeds, and avoid them. Watch for broken glass.
- DO coordinate all pickups with the Adopt-A-Street Coordinator.
- DO make sure that all volunteers are familiar with these safety precautions.
- DO stay alert for traffic when crossing side Streets and driveways. Cross with signals when possible.

BE AWARE OF THE FOLLOWING WHEN REMOVING LITTER

- Don't step out into the Street.
 - Wear heavy shoes or boots. (Tennis shoes will not give you the protection needed.)
 - Wear gloves.
 - Wear safety vests so motorists can see you.
 - Be sure work area signs are posted.
 - If you have allergies, watch for ragweed and other allergens.
 - Watch for amber reflectors on delineator posts. These reflectors indicate a hazard.
 - Watch for broken glass.
 - Watch for barbed wire.
 - Watch for snakes.
 - Watch for gopher holes.
 - Watch for deep ditches.
 - Watch for small washouts in the weeds.
 - Watch for culvert heads.
 - Be safety minded and aware of your surroundings at all times.
 - Do not pick up animal bodies, syringes or hazardous materials.
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City of DeBary
Adopt-A-Street
Participation sheet

Dates and hours worked:

No. of Participants

Bags Filled

Date: _____

Hours: _____

Signature Cleanup Coordinator