

# Adopt-A-Road Program

**ADOPT-A-ROAD** is a volunteer litter control program sponsored by the City of Apopka. Adopt-A-Road allows citizens to enhance the level of community pride in their surrounding area by reducing litter. Participants agree to pick up trash and litter in the right-of-way or median along roads they adopt, as often as necessary to keep the area clean.

**ADOPT-A-ROAD** is built on the concept that volunteers at the local level, helping to keep their roads cleaner, will help build more community pride. This in turn will contribute to a safer city and retention of property values.

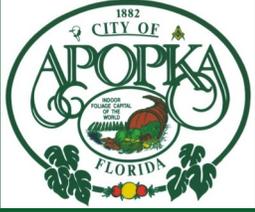
**ADOPT-A-ROAD** does not attempt to set standards for community cleanliness. It does, however, aim to promote neighborhood cohesiveness and to project an attractive city with a comfortable quality of life. Joining the Adopt-A-Road program is a nice way to get acquainted with your neighbors. There are no costs involved in joining Adopt-A-Road and only a little of your time.

## For more information, please contact:

City of Apopka  
Administrative Services  
120 East Main Street  
Apopka, FL 32703

Phone: 407-703-1703  
E-Mail: [adminservices@apopka.net](mailto:adminservices@apopka.net)





# Adopt-A-Road Program

## Application/Agreement

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

To enhance the appearance and environment of the City of Apopka, \_\_\_\_\_, referred to as the "applicant" requests permission to adopt a roadway through the Adopt-A-Road Program, and agrees to the following requirements:

Applicant shall abide by all regulations relating to right-of-way utilization, safety, and all other conditions as required by the Adopt-A-Road coordinator.

Applicant agrees to hold and save harmless the City of Apopka, its directors, officers, employees, agents and representatives, from, and agrees to indemnify against, any and all losses made by the applicant, their heirs, spouse, or other persons, for personal injury, loss of life, or property damage that may result from the participation as a volunteer.

Applicant agrees that the City of Apopka may terminate this permit at any time should the applicant not comply with the conditions of the agreement or the applicant's work is unsafe or causes a conflict with traffic.

The City of Apopka reserves the right to discontinue this program at any time.

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Organization Name: \_\_\_\_\_

Contact Person(s): \_\_\_\_\_

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

Phone #1: \_\_\_\_\_ Phone #2: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Name to Appear on Sign: \_\_\_\_\_

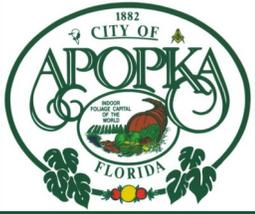
Number of Participants: \_\_\_\_\_

Street Requested: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

### For Administrative Use

Application Approved By: \_\_\_\_\_ Date: \_\_\_\_\_



# Adopt-A-Road Program

## Guidelines

The Adopt-A-Road Program is open to any family, civic or non-profit organization, school, environmental group, commercial, or private enterprise. Businesses that wish to sponsor groups may do so.

Groups are requested to adopt a one to three mile section of road for a minimum of two years.

Litter should be picked up from your adopted road as needed. We request a minimum of four times a year.

A designated group leader will be required for each organization to serve as the liaison with the City of Apopka Adopt-A-Road program coordinator.

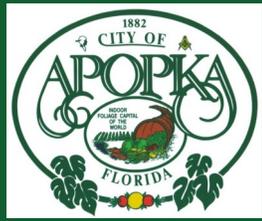
Participants are required to conduct safety meetings and pre-task briefings prior to each litter removal date.

Persons under the age of 18 are allowed to participate in litter removal with express written consent of such person's parent or legal guardian in the form of a Consent and Release form. The signed Consent and Release form must be returned to the Administrative Services Division prior to any minor's participation in any litter removal.

You may request a specific section of un-adopted road for adoption. However, for safety reasons, some roads may be ineligible.

Safety vests, plastic bags, rubber gloves and warning signs will be provided to each group for use during cleanup sessions. The vests and warning signs must be returned to the Administrative Services office following your clean up session.

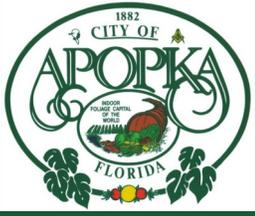
Adopt-A-Road signs including your organization's name will be installed at each end of the adopted roadway sections.



# Adopt-A-Road Program

## Roadside Safety Requirements

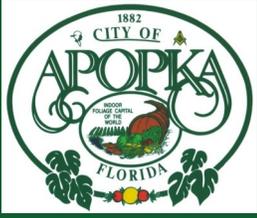
- Water and first-aid kits should be available at all times.
- Wear appropriate clothing (i.e. bright clothes and closed-toed, hard soled shoes, sunglasses, hats, and sunblock). Orange safety vests are required and will be provided to your group.
- Walk at least two feet from the road.
- Horseplay is strictly forbidden.
- Alcoholic beverages and illegal drugs are strictly forbidden.
- Leave pets at home.
- Do not pick up litter on the street side of guardrails or bridges unless they have sidewalks.
- Do not clean sections of road that do not have shoulders wide enough to ensure the safety of the participants.
- Avoid construction sites.
- Do not go down embankments to gather litter. Participants are only responsible for easily accessible litter on the shoulder of the road.
- Always face on-coming traffic.
- Do not squeeze or over fill trash bags.
- Do not pick up dead animals, syringes or hazardous materials.
- Pick up litter only during daylight hours and in good weather conditions.
- The team leader of the group shall have a copy of all the information, telephone numbers, and safety guidelines provided.



# Adopt-A-Road Program

## Important Phone Numbers

- **In case of emergency, accident or serious incident, call 9-1-1**
- Dead Animals—Animal Control: 407-352-4390
- Hazardous waste—Non-Emergency Dispatch: 407-703-1757
- Damaged traffic lights and signs—Apopka Public Services: 407-703-1731
- City of Apopka Administrative Services—407-703-1703



# Adopt-A-Road Program

## Group Leader Checklist

### BEFORE CLEANUP, GROUP LEADER SHOULD:

- \_\_\_ 1. Notify the Adopt-A-Road coordinator (407-703-1703) of cleanup date.
- \_\_\_ 2. Notify your group of meeting place and time.
- \_\_\_ 3. Before your scheduled cleanup, pick up supplies from the Adopt-A-Road program coordinator during work hours (8 A.M. to 5 P.M., Monday-Friday).
- \_\_\_ 4. Walk or drive your road segment prior to meeting with your group to note construction areas and other hazards.
- \_\_\_ 5. Remember to bring a first aid kit, plenty of water and your important phone numbers.

### AT MEETING PLACE:

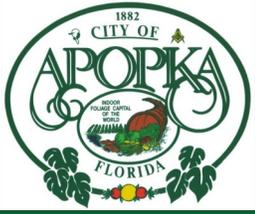
- \_\_\_ 1. Take a head count. Divide into teams as appropriate. Each team must have a team leader assigned.
- \_\_\_ 2. Make sure there is at least 1 adult for every 5 minors.
- \_\_\_ 3. Check for appropriate clothing. Hand out safety vests.
- \_\_\_ 4. Ensure that participants are not under the influence of drugs or alcohol.
- \_\_\_ 5. Review "Roadside Safety Requirements" with the group prior to the cleanup.

### AT CLEANUP SITE, TEAM LEADERS SHOULD:

- \_\_\_ 1. Check that cars are parked as far off the road as possible.
- \_\_\_ 2. Post the warning signs prior to starting the cleanup.
- \_\_\_ 3. Remove warning signs when cleanup is complete.

### AFTER THE CLEANUP:

- \_\_\_ 1. Collect safety vests and warning signs.
- \_\_\_ 2. Notify the Adopt-A-Road program coordinator (407-703-1703) that the cleanup is complete. Report where litter bags are located, the number of bags, and location of any hazardous materials or animal carcasses.



# Adopt-A-Road Program

## Indemnity and Hold Harmless Agreement

THIS AGREEMENT made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between \_\_\_\_\_, a member of \_\_\_\_\_ and the CITY OF APOPKA, FLORIDA.

\_\_\_\_\_ hereby agrees to indemnify and hold harmless the City of Apopka from any and all liability, including any injury to or death of any person or damage to or destruction of property in or about the premises, defense costs, including attorneys fees and all other fees incidental to defense, loss or damage the City of Apopka may suffer as a result of claims, demands, costs or judgments against it arising from participation in the Adopt-A-Road Program.

**Witness:**

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Authorized/Participant Signature)

\_\_\_\_\_  
(Printed Name)

\_\_\_\_\_  
(Printed Name)

STATE OF FLORIDA

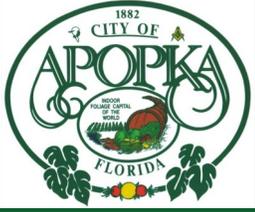
County of \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_, and who is personally known to me or who has produced \_\_\_\_\_ as identification and who did (did not) take an oath.

\_\_\_\_\_  
Notary Public: \_\_\_\_\_

Commission No. \_\_\_\_\_

Commission Expires: \_\_\_\_\_



# Adopt-A-Road Program

## Consent & Release Form

I, \_\_\_\_\_, being the parent or legal guardian of \_\_\_\_\_, a minor (hereinafter referred to as “my child”) who is a member of the \_\_\_\_\_ have read and understand the terms and conditions contained in the City of Apopka’s Adopt-A-Road Agreement and the Roadside Safety Requirements prior to my child’s participation in litter removal in the City right-of-ways. I hereby consent to my child’s participation in litter removal in the City right-of-ways in accordance with the City of Apopka’s Adopt-A-Road Agreement. I agree to instruct my child to follow and conduct him/herself according to all the terms and conditions of the City of Apopka’s Adopt-A-Road Agreement and Roadside Safety Requirements.

I hereby release and discharge the City of Apopka, and all of the City’s officers, representatives, agents, and employees from all liabilities, claims, demands, and causes of action of every kind whatsoever for any damages and or injuries arising from any cause whatsoever which may result directly or indirectly from my child’s participation in the City of Apopka’s Adopt-A-Road Program.

I further agree to hold harmless the City of Apopka and its officers, representatives, agents, and employees from any and all liability for damages resulting from any acts or failure to act on my child’s part during his/her participation in any Adopt-A-Road activities on or near the City of Apopka right-of-ways.

Signature of Parent/Legal Guardian: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

**Please return this form to:**

Mail: City of Apopka  
Administrative Services  
120 E Main Street  
Apopka, FL 32712

Phone: 407-703-1703  
Fax: 407-703-1716  
E-mail: [adminservices@apopka.net](mailto:adminservices@apopka.net)

A complete, “Adopt-A-Road” program packet may be downloaded by visiting <http://www.apopka.net/homepage/city-government/administration/administrative-services/adopt-a-road>