



City of Doral
Public Works Department
Adopt-a-Street Program Guidelines & Conditions

What volunteers must provide:

- A completed Adopt-a-Street application must be submitted for one of the streets available for adoption. Available streets can be found in the City's webpage: [Available Street](#)

Selection, Term, and Renewals:

- The adoption of a street by an applicant is subject to City Council approval and shall be for an initial term of two (2) years.
- Provided that a Participant is compliant with the terms and conditions of these Program Guidelines & Conditions, as well as the executed Adopt-a-Street Program Agreement between the Participant and the City, then the initial two (2) year term set forth above may be renewed administratively for successive two (2) year terms provided that:
 - Six (6) months prior to the expiration of each two (2) year term, the Participant shall advise the City in writing of their intent to renew the term for an additional two (2) year term, or to discontinue the program.
- In the event another applicant applies to the City to adopt a street that has already been adopted by a Participant, then the Participant shall be notified that their agreement will not be automatically renewed, and the selection of the organization, group or individual that will adopt said street for the next two (2) year term will be determined by the City Council in its sole discretion.

What's expected from the volunteers:

- Remove litter at least four (4) times a year within the one-mile adopted corridor's medians and sidewalks for a period of two years.
- **The** Participant shall designate a coordinator for the clean-up events.
- The Participant shall schedule the date and time of each clean-up through the City's Adopt-a-Street Program Coordinator: Email: Dulce.Pantaleon@cityofdoral.com;
- The Participant shall collect the provided safety equipment from the Public Works Department prior to the date of the clean-up during City's regular business hours.
- The Participant shall return provided safety equipment once clean-up is completed.
- The Participant shall place all trash collected at the base of their Adopt-a-Street sign and notify the Public Works Department (PWD) of the trash location for pickup.

- The Participant shall send an email to the PWD with the information that shows the hours worked, the number of participants, and the number of bags of trash collected.
- The Participant shall not conduct cleanup activities at construction or maintenance sites.
- The Participant shall ensure that all participants always wear safety vests during the cleanup activity.

What the City provides to the volunteers:

- The City will erect a sign at each end of the adopted section with the Participant's name or acronym displayed in one color, as the Participant approved. No logos may be used.
- The City will host an unveiling ceremony on the day of the first cleanup. All other cleanup activities will be performed by the Participant on its own.

General Guidelines and Conditions

The City of Doral appreciates your willingness to help the PWD to “Keep Doral Beautiful”. The PWD also stresses the importance of volunteers following safety practices. The purpose of this section is to familiarize you with the guidelines and conditions that you must abide to when you join the Adopt-a-Street program, in addition to those terms set forth above.

I. Participant 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 within the City’s owned/operated right-of-way. Participants must have an approved Adopt-a-Street agreement on file with the City’s Adopt-a-Street Program Coordinator. The agreement must be kept current.
- Each Participant shall handle appointing or selecting a cleanup coordinator to serve as spokesperson for the Participant. This person's name shall be provided to the Adopt -a-Street Program Coordinator and kept current.
- Adopt-a-Street Participants are prohibited from subcontracting or assigning its duties and responsibilities to any other group, organization, or enterprise.
- The Participant's cleanup coordinator shall communicate to the City if the Participant no longer wishes to participate in the program.
- Each Participant shall be required to adopt a minimum of one-mile segments. Litter pickup will be done on each side of the street including up to 10' of the rights-of-way (ROW). Participants should not enter private property during the cleanup.
- As set forth above, each Participant shall be required to adopt a section of street for a minimum of two years.
- Each Participant shall be required to conduct cleanups a minimum of four times a year, for two years and report results to the Adopt-Street Program Coordinator by email. Participants may clean up more than four times if necessary. Several Participants may adopt the same section if it is considered beneficial by the Adopt-a-Street Program Coordinator due to large amounts of litter.

- Each Participant will be provided with safety vests and collection supplies loaned from the City's Adopt-a-Street Program Coordinator. To help operations, Participants are asked to contact the City to request these items at least seven days prior to the scheduled clean-up event.
- Each Participant will be responsible for returning all safety vests and unused supplies furnished by the City's Adopt-a-Street Program Coordinator within 5 days following each cleanup, during regular business hours (8 a.m. to 5 p.m. Monday through Friday), unless other arrangements have been pre-approved.
- Each Participant shall be responsible for placing the bagged litter at the Adopt-a-Street signs and for notifying the Adopt-a-Street Program Coordinator of their location. The City's Public Works Department will pick up the trash the same day or on the next workday.
- Document the cleanup activity by taking pictures and emailing them to the Program Coordinator.
- Participants are encouraged to engage with the local community, spreading awareness about the program and fostering a sense of civic responsibility.
- Participants are encouraged to provide suggestions and share insights related to potential improvements to the Adopt-a-Street Program.

II. City's responsibility

- The City's Adopt-a-Street Program Coordinator will be responsible for working with the Participant 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 Participant's name or acronym displayed in one color, as the Participant approved on the application form. No logos may be used.
- The City will loan safety vests, trash bags, grabbers, bag holders, and safety signs for cleanups.
- The City agrees to remove filled trash bags on the first on the same day or the next workday after the clean-up event.
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III. Safety rules

- The participants of each Participant 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.
- The Participant agrees to secure the participation of one adult for every seven participants of a group who are fifteen years of age or younger. No child under twelve years of age should be participating in the collection of material on the street.
- Each Participant agrees to ensure that the "Caution: Men Working" signs are set out at each end of the street clean-up section. The Participant 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.

- Each Participant 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 Participant shall be responsible for providing a proper first aid kit and adequate drinking water for volunteers who are participating in the litter pickup.
- Waste that may pose a hazard to volunteers (i.e. syringes, chemicals, etc.) should not be picked up; it will be the responsibility of the Participant clean-up coordinator to contact the City for the pickup and disposal of these items.

IV. Conditions

- The City will send out reminders to keep your agreement in good standing if no cleanups are reported within 3-6 months.
- If no cleanups are reported within 9 months, the street signs will be removed to make it available to another Participant.
- If a Participant's agreement is terminated for not conducting the required cleanups, the Participant will become disqualified to participate in the program.
- The disqualified Participant will not be able to participate in the program for a period of two (2) years even if a change of name occurs.