

## Board of County Commissioners Agenda Request

**Date of Meeting:** July 1, 2014  
**Date Submitted:** June 17, 2014  
**To:** Honorable Chairman and Members of the Board  
**From:** Robert Presnell, County Administrator  
Curtis Young, Public Works Director  
**Subject:** Approval of Adopt-A-Road Agreement with the Rittman Family

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### **Statement of Issue:**

This agenda item seeks Board approval of the Adopt-A-Road Agreement with the Rittman Family.

### **Background:**

The Board of County Commissioners approved the Adopt-A-Road program in 2012. Since that time, no groups/organizations have adopted a road. This will be the first Agreement entered into with a group.

### **Analysis:**

This Agreement is for litter removal activities only and will be in effect for a two-year period, beginning on the last date of execution appearing on the Agreement. The Rittman Family will be required to remove litter from the designated roadsides at least quarterly.

### **Fiscal Impact:**

The County shall provide Adopt-A-Road signs to identify the road segment adopted at a minimal cost. The County will also provide safety vests, traffic control signs and large plastic bags upon request by the Group.

### **Options:**

- Option 1: Approve & Sign the Adopt-A-Road Agreement with the Rittman Family
- Option 2: Board direction

**County Administrator's Recommendation:**

Option # 1

**Attachment(s):**

Gadsden County Adopt-A-Road Litter Removal Agreement

GADSDEN COUNTY  
ADOPT-A-ROAD  
LITTER REMOVAL AGREEMENT

THIS ADOPT-A-ROAD LITTER REMOVAL AGREEMENT ("AGREEMENT"), is entered into between the Gadsden County ("County") and The Rittman Family (Name of Group) of 185 Tillman Road, Quincy, FL 32352 (Address of Group) Grittjackson@yahoo.com ("Group"). (E-Mail)

RECITALS

- A. County Road Tillman is a part of the County Road System in Gadsden County, Florida.
- B. The County has responsibility for operation and maintenance of the County Road System.
- C. The County is authorized to contract with the private sector for performance of its duties.
- D. The legislature has encouraged local organization involvement in specific road litter removal projects pursuant to Section 403.4131, Florida Statutes.
- E. The Group wants to adopt a minimum of two miles more or less along the County Road System to remove litter at County Road 185 Tillman (Road Name or Number), from \_\_\_\_\_ to \_\_\_\_\_ ("Adopted Road Section").

AGREEMENT

The parties agree as follows:

1. THE GROUP SHALL:

- A. Be responsible for a minimum of a two-mile segment of a road or combination of shorter roads totaling a minimum of one mile for litter removal and shall remove litter from the designated roadsides at least quarterly.
- B. Perform litter removal in strict accordance with good safety practices and the County's safety procedures and requirements.
- C. Conduct safety and pre-task briefings prior to each litter removal projects.
- D. Remove litter during daylight hours only.
- E. Remove litter during good weather conditions only.
- F. Contact the County's Public Works Department Director to arrange and appropriate litter removal schedule which will not conflict with County mowing schedules.
- G. Refrain from picking up litter at construction or maintenance sites, in tunnels, on bridges or overpasses, or on medians.
- H. Allow participation only by such persons as are determined by the Group to be responsible enough to safely participate in the litter removal activities. Participating youths must be at least 12 years of age and the Group shall provide at least one adult supervisor for every 5 youths aged 12 -15 who are participating in the litter removal activity.
- I. Prohibit observation of the activity of persons under the age of 16 who are not official participants.

- J. Wear clothing which will enhance the visibility of participants.
- K. Stock pile litter bags at the "Adopt-A-Road" signs for collection by the County.
- L. Complete a "Litter Removal Report" form for each clean-up activity.

**2. THE COUNTY SHALL:**

- A. Provide Adopt-A-Road signs to identify the road segment or combinations adopted.
- B. Provide safety vests, traffic control signs and large plastic bags for use by the Group upon request.
- C. Remove stock piled litter bags from adopted highway section.
- D. At the request of the Group, remove certain litter under unusual circumstances (i.e., large, heavy, or hazardous items.)

**3. INDEMNIFICATION:**

The Group covenants and agrees that it will indemnify and hold harmless the County, its officers, and employees from liabilities, damages, losses and costs, including, not limited to, reasonable attorney's fees, to the extent caused by negligence, recklessness, or intentional wrongful misconduct of the Group or by a person performing litter removal as part of the Group in the performance of this Agreement. It is specifically agreed between the parties executing this Agreement that it is not intended by any of the provisions of any part of this Agreement to create in the public or any member thereof, a third party beneficiary hereunder, or to authorize anyone not a party to this Agreement to maintain a suit for personal injuries or property damage pursuant to the terms of provisions of this Agreement.

**4. AGREEMENT PERIOD:**

This Agreement shall remain in effect for a two-year period, beginning on the last date of execution appearing below, and can be renewed upon written request. Either party may terminate this Agreement for any reason upon thirty (30) days written notice to the other party.

**5. NON-ASSIGNMENT:**

This Agreement is non-transferable and non-assignable in whole or in part by the Group without the prior written consent of the County.

**6. ACTIVITIES:**

This Agreement is for litter removal activities only. No beautification activities are authorized by this Agreement.

**7. DETERMINATION OF ADOPTED ROAD SECTION**

Any questions, difficulties, or disputes of any nature whatsoever that may arise under or by reason of this Agreement shall be decided by Gadsden County through its Public Works Director, whose decisions upon all claims, questions, and disputes shall be final and conclusive upon the parties hereto.

**8. NOTICE**

All Notices shall be given to the person named below, and designated the Group contact:

Contact Name: Gail Jackson Jarvis Rittman or Barbara Rittman Street Address: 185 Tillman Road  
 Telephone No.: 850-509-3174 City, State, Zip Code: Quincy, FL 32352  
 E-Mail: GriHjackson@yahoo.com Fax: 850-663-2236 Cell: 850-509-3174

In WITNESS WHEREOF, we have executed this Agreement, effective on the last date executed by the parties below.

NAME OF GROUP: The Rittman Family

BY: Gail R. Jackson  
(Group Representative)

DATE: 5-30-2014

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

GADSDEN COUNTY, FLORIDA  
BOARD OF COUNTY COMMISSIONERS

BY: \_\_\_\_\_  
(Chairman)

DATE: \_\_\_\_\_

APPROVED AS TO FORM:

BY: \_\_\_\_\_  
(Deborah S. Minnis, County Attorney)

ATTEST:

BY: \_\_\_\_\_  
(Nicholas Thomas, Clerk)

Note: Message on the sign

Rittman Family in Memory  
of James "Buddy" Rittman

GADSDEN COUNTY ADOPT-A-ROAD  
LITTER REMOVAL PROGRAM  
CONTACT INFORMATION SHEET

Name of Group/Organization: The Rittman Family  
Contact Person: Gail R. Jackson, Jarvis Rittman, Barbara Rittman  
Address: 185 Tillman Road  
City, State, Zip Code: Quincy, FL 32352  
Daytime Phone #: 850-509-3174  
Home Phone #: 850-570-0153  
E-Mail: Grittjackson@yahoo.com  
Road: Tillman  
From: \_\_\_\_\_  
To: \_\_\_\_\_  
Pledge Start Date: \_\_\_\_\_  
Pledge End Date: \_\_\_\_\_

Attention: Gadsden County Public Works  
Curtis P. Young, Director  
1284 High Bridge Road  
P.O. Box 1799  
Quincy, FL 32351  
Phone: 850-875-8672  
Fax: 850-875-8676  
[cyoung@gadscountycl.gov](mailto:cyoung@gadscountycl.gov)

## GADSDEN COUNTY ADOPT-A-ROAD

### LITTER REMOVAL PROCEDURES

1. Interested individuals/groups should contact the Gadsden County Public Works Department at 875-8672 for copies of the guidelines and pledge agreement.
2. The following areas may be adopted by a sponsoring individual/group: County Roads and Streets
3. An original "Gadsden County Adopt-A-Road Litter Agreement", signed by the group coordinator or individual, should be returned at the Public Works Department.
4. Upon receipt of the executed pledge, the Public Works Director will order and erect sufficient "Adopt-A-Road" signs at no cost to the sponsoring individual/group.
5. Sponsoring individuals/groups are expected to follow good safety practices. Group litter cleanup activities comprising three or more individuals must use traffic control signs and safety vests.
6. The Public Works Director will coordinate clean-up efforts with the group and provide litter bags, traffic control signs and safety vests upon request.
7. The individual/group will sign for and be responsible for the return of safety equipment. Equipment must be checked out and returned during the following hours: Monday through Friday, 7:00 AM to 4:00 PM.
8. The trash bags should be left under the Adopt-A-Road signs for collection by the Public Works Department upon notification by the group, or the group may dispose of the bags at the end of the clean-up.
9. "Adopt-A-Road" Litter Removal Report forms shall be provided and must be completed and returned to the Public Works Department after each clean-up event.
10. If a new group coordinator assumes responsibility for the Litter Removal Agreement, either the original coordinator or the new coordinator must contact the Public Works Director in writing to update the contact information for the group. Mailings, e-mails, and telephone contacts with the group will be made to current coordinator listed in Department's records.

**GADSDEN COUNTY ADOPT -A ROAD  
LITTER REMOVAL REPORT FORM**

Name of Group/Organization: \_\_\_\_\_

Name of Adopt-A-Road Group Coordinator: \_\_\_\_\_

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

City/County: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Date of Litter Removal: \_\_\_\_\_

Road Name: \_\_\_\_\_

Number of Miles Adopted: \_\_\_\_\_

Number of Volunteers: \_\_\_\_\_

Number of Litter Removal Hours: \_\_\_\_\_

Total Number of Volunteer Hours\*: \_\_\_\_\_

\*(This Number Should Be: Number of Volunteers x Litter Removal Hours = Total Volunteer Hours)

Amount of Litter Collected:

Number of Bags:                      Trash: \_\_\_\_\_                      Recyclables: \_\_\_\_\_

Mail, Fax, or Email This Form to the Public Works Department Contact:

**Mailing Address:**

Gadsden County Public Works Department

Attn: Curtis Young, Director

P.O. Box 1799

Quincy, FL 32353

**Fax Number:**

850-875-8676

**E-Mail Address:**

[cyoung@gadsdencountyfl.gov](mailto:cyoung@gadsdencountyfl.gov)

## GADSDEN COUNTY ADOPT-A-ROAD

### LITTER REMOVAL PROGRAM

### SAFETY RECOMMENDATIONS

The following Safety Recommendations are provided for groups participating in Gadsden County's Adopt-A-Road Litter Removal Program:

1. No horseplay of any type will be tolerated.
2. No intoxicating liquid, beverage or illegal drugs will be allowed.
3. Persons participating should wear gloves, a good quality shoe (no open toe shoes or shower clogs) and light or bright colored protective clothing. No clothing will be allowed that hinders the visibility of the participant.
4. An adequate supply of drinking water should be readily available.
5. A good pair of sunglasses, cap and sunblock should be considered.
6. Carpool to the adopted roadway section to keep the number of cars on the roadside to a minimum. Park off the roadway as far from the edge of the pavement as possible. Parking will not be allowed on any median areas. Keep vehicles on the same side of the roadway as participants.
7. Participants should work facing oncoming traffic whenever possible and work on side of the roadway at a time. Do not enter the roadway or its shoulder areas at any time.
8. Avoid suspected toxic/hazardous substances; poison ivy, poison oak, noxious weeds; areas where herbicides were applied recently; places where snakes, fire ants or other insects may be located.

#### IN CASE OF EMERGENCY:

1. Every crew should possess an adequate first aid kit.
2. Know the route from the work site to the nearest emergency center or hospital in case of serious injury.
3. Have transportation immediately available.

Prior to any clean-up operations, the group leader should coordinate their efforts with the Public Works Director, who will provide the required equipment and other special instructions as needed.

Select Year: 2008

[Go](#)

## The 2008 Florida Statutes

[Title XXIX](#)  
PUBLIC HEALTH

[Chapter 403](#)  
ENVIRONMENTAL CONTROL

[View Entire Chapter](#)

403.4131 Litter control,--

(1) The Department of Transportation shall establish an "adopt-a-highway" program to allow local organizations to be identified with specific highway cleanup and highway beautification projects authorized under s. 339.2405. The department shall report to the Governor and the Legislature on the progress achieved and the savings incurred by the "adopt-a-highway" program. The department shall also monitor and report on compliance with provisions of the adopt-a-highway program to ensure that organizations that participate in the program comply with the goals identified by the department.

(2) The Department of Transportation shall place signs discouraging litter at all off-ramps of the interstate highway system in the state. The department shall place other highway signs as necessary to discourage littering.

(3) Each county is encouraged to initiate a litter control and prevention program or to expand upon its existing program. The department shall establish a system of grants for municipalities and counties to implement litter control and prevention programs. In addition to the activities described in subsection (1), such grants shall at a minimum be used for litter cleanup, grassroots educational programs involving litter removal and prevention, and the placement of litter and recycling receptacles. Counties are encouraged to form working public private partnerships as authorized under this section to implement litter control and prevention programs at the community level. Counties that have a population under 100,000 are encouraged to develop a regional approach to administering and coordinating their litter control and prevention programs.

History.--s. 55, ch. 88-130; s. 1, ch. 89-37; s. 2, ch. 89-296; s. 5, ch. 91-429; s. 39, ch. 93-207; s. 379, ch. 94-356; s. 14, ch. 98-258; s. 37, ch. 99-5; s. 3, ch. 99-294; s. 19, ch. 2000-331; s. 3, ch. 2007-184.

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