

## PUBLIC WORKS DEPARTMENT



### ROADS-STORMWATER DIVISION

177 Bush Loop Sanford FL, 32773  
Phone 407-665-ROAD (7623) Fax 407-665-5634  
Email: [TWelty@seminolecountyfl.gov](mailto:TWelty@seminolecountyfl.gov)



### Seminole Education, Restoration & Volunteer Program

### Adopt-A-Road Conditions

The Seminole County Adopt-A-Road Program is designed to involve the public in keeping Seminole County's roadways/waterways free of litter & debris, along with promoting watershed awareness, and engaging in stormwater education.

This program is through our Seminole Education, Restoration & Volunteer (SERV) Program & the Public Works, Roads-Stormwater Division. Through adoption, volunteers assume the responsibility of picking up litter & debris within an agreed-upon section of roadway. Details and guidelines of the program are as follows:

1. Each volunteer group must sign an Adopt-A-Road permit for one year. The length of road adopted may vary. The agreement will be among Seminole Education, Restoration & Volunteer (SERV) Program and the permit holder (volunteer group). Groups not meeting the conditions of the permit will have their permits revoked.
2. Each volunteer group is responsible for cleaning the adopted roadway at least four (4) times throughout the permit year. The first clean-up activity is required within the first thirty (30) days after the effective date of the permit.
3. A minimum of one (1) stormwater education presentation must be attended by the group in addition to clean-up efforts throughout the permit year. The Seminole County SERV Coordinator will provide the required educational component.
4. A storm drain marking project must be coordinated by the volunteer group to tag or mark storm drains and inlets along the adopted section of roadway. Once the initial storm drain marking has been accomplished, then annual maintenance (replace faded, damage or missing markers) needs to be done. The Seminole County SERV Coordinator will assist with this project and will provide all materials necessary for completion.

5. Each volunteer group is responsible for appointing a group leader to ensure that all guidelines are followed. The group leader will keep record of the following information on the sign in sheet (name of organization, name of adopted road, name of each participant, hours of the event, total hours contributed & total number of bags collected) **along with making sure that each volunteers has signed in and read the Hold Harmless & Indemnification Agreement.** Sign in sheet must be mailed or brought to the Adopt-A-Road Coordinator as soon as the event has been completed.
6. If there are any changes in contact information for the group, the group leader is responsible for notifying the Adopt-A-Road Coordinator.
7. The Adopt-A-Road Coordinator must be notified prior to each clean up, education event, or storm drain marking activity on the adopted section of roadway.
8. The group shall be responsible for furnishing adequate adult supervision for participants who are seventeen years (17) and under.
9. Litter shall be removed from each side of the roadway and from the median where applicable.
10. Each volunteer group is required to use the orange litter bags provided by Seminole County. The bags must be stacked near the Adopt-A-Road sign for pick-up. Seminole County will coordinate the pick-up of bags, and any large, heavy or hazardous items.
11. All individual participants are required to wear orange safety vests or bright colored shirts for safety purposes.
12. All unused materials must be returned at the end of each clean-up activity unless special provisions have been made with the Adopt-A-Road Coordinator.
13. Each volunteer group is encouraged to maintain a first-aid kit and adequate drinking water while participating in the litter clean-up.
14. Possession or consumption of alcoholic beverages is prohibited during an Adopt-A-Road clean-up, education event, or storm-drain marking activity.
15. Volunteer groups are prohibited from subcontracting or assigning duties and/or responsibilities to any other group, organization or individual(s).
16. Participants are encouraged to separate and recycle appropriate materials for their own benefit.

17. Seminole County Traffic Engineering Division will be responsible for installing an Adopt-A-Road sign for the group. Telephone numbers, addresses or logos on signs are prohibited.

## **Safety**

- Water and first-aid kits should be available at all times.
- Wear appropriate clothing (i.e. bright clothes and closed-toed, hard soled shoes). Orange safety vests are required.
- Walk at least two feet from the pavement.
- Horseplay is strictly forbidden.
- Alcoholic beverages and illegal drugs are strictly forbidden.
- Do not pick up litter on the other 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 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, compact, or over-fill bags.
- Do not pick up animal bodies, syringes or hazardous materials.
- Pick up litter only during daylight hours.
- The team leader of the group shall have a copy of all the information, telephone numbers and safety guidelines provided to all participants.

## **Important Telephone Numbers**

1. Supplies & litter bag pick up Roads/Customer Service-----407-665-ROAD (7623)
2. Dead animals (Animal Control Dispatch)----- 407-665-5110
3. Damaged traffic warning signs, hazard waste etc.  
(Non Emergency Sheriff Department) ----- 407-665-6650
4. In case of emergency, accident or serious incident, call 9-1-1 and notify  
SERV Coordinator, Elizabeth Stephens -----407-665-2457

Tia Welty - Adopt-A-Road Coordinator  
Public Works Roads-Stormwater Division  
177 Bush Loop  
Sanford FL, 32773  
407-665-7623

Operating hours Monday through Friday 8:00 am – 5:00 pm