

# Adopt a Trail Program

*A volunteer program to maintain and improve El Dorado County Trails*

El Dorado County's Adopt a Trail Program is a volunteer partnership between El Dorado County Parks Division and community volunteers of all ages and backgrounds to help monitor and maintain the trails. The El Dorado County Parks Division has several segments on the El Dorado Trail and Sacramento Placerville Transportation Corridor (SPTC) that can be adopted by volunteers to complete basic trail maintenance as identified in this program description

Any individual or group can join the program. The County encourages church groups, scouts, schools, youth groups, civic organizations and local businesses to get involved.



# El Dorado Trail & Sacramento Placerville Transportation Corridor

## ADOPT A TRAIL GUIDELINES

### STEPS FOR A SUCCESSFUL TRAIL ADOPTION

- Read carefully through the **Adopt A Trail** information enclosed in this packet.
- Call the El Dorado County Parks Division at (530) 621-5595 to ask any questions and discuss possible assignments.
- Complete the **Adopt A Trail** Volunteer Assignment Agreement Form (Exhibit A). Be sure to include the number of participants in your group, the leader or group contact person's name and phone number(s) and the section (Exhibit "D") you are adopting.

### RESPONSIBILITIES

- **Signup for a one year commitment.** This agreement is effective for one year from the date of the approved Assignment Agreement. It can be renewed annually. Adoptee may provide in writing a request to terminate the agreement at any time. Please give the Parks Division notice of early termination.
- **The County may terminate an agreement at any time based on performance and reporting requirements.**
- Work on the trail area a **minimum** of twice a year, Spring and Fall, although weather and trail conditions may warrant an exception. Inform the Parks Division at 530-621-5360 of a scheduled work day one week in advance of the event.
- Establish a leader or group contact. This contact will be responsible for coordination of work to be performed and reporting to Parks Division any changes in the trail conditions.
- Before work begins the group leader must inform all participants of safety details and guidelines. Participants must sign a waiver form provided by El Dorado County Parks Division (Exhibit B). The Waivers must be submitted to the County Parks Division prior to work commencing.
- Relay questions and concerns to the Parks Division at 530 621-5360. Conversely, the staff may contact your group with suggestions or requests for assistance.
- Provide labor, tools, and equipment necessary to perform routine opening, annual condition surveys and maintenance on the above section of trail.
- Work may include:
  - Removal of logs and/or limbs that are blocking and/or encroaching the trail,
  - Maintain signage,
  - Maintenance, Vegetation Control and Other Fire Prevention/Control Actions
    - Maintenance includes those activities necessary to preserve the value of the corridor and the infrastructure. This includes those activities related to maintaining proper drainage. Maintaining the assets directly related to private ventures will be required of, and paid for by, the applicable private enterprise. In addition to preventative maintenance, this also includes consistent removal of trash, debris, and other refuse.
  - Vegetation within the corridor will be properly maintained in order to protect the integrity of the trail and rail infrastructure, and to ensure that activities (or inactivity) on the corridor do

not contribute to wildfires. With vegetation properly controlled, the corridor will serve as a “fire break” for fires that are in the immediate vicinity of the corridor.

- Provide necessary supervision, safety training and leadership for the group when work is being done.
- Furnish to the Parks Division the written report of work accomplished on the form provided to ensure proper documentation. Provide trail maintenance standards, technical advice, guidance, and inspection as may be necessary for the project work.
- Furnish special project equipment or special work tools as may be required.
- Provide signing that trail(s) are maintained by the group under the Adopt-A-Trail program.
- The group/individual will not expect reimbursement for incidental expenses. Claims under this agreement are subject to evaluation just as are those from any other party.
- Transportation to and from the work project will be provided by the group.
- Any improvements constructed under this Agreement will be the property of El Dorado County.

### **Description of Trail Maintenance**

#### **Trail Maintenance is limited to:**

- Cutting back brush (brushing)
- Cleaning out culverts and drainage features
- Installing signage as approved by El Dorado County, Parks Division
- Weed Spraying as approved by the County.
- Cutting and moving or removing down wood from trail
- Using native vegetation or downed material to direct trail use away from private property

#### **Trail Maintenance that is NOT authorized:**

- Development or cutting of new trails
- Redirecting of water drainage
- Construction of any type

#### **Authorized Equipment**

- Shovels
- Digging hand tools
- Trailers for hauling rock
- Axe or hatchet
- Chainsaw (if user is certified)
- Weed sprayers (with proper certification)

## TRAIL SAFETY

### ALWAYS WATCH FOR TRAIL TRAFFIC!!

- All volunteers must sign the Release, Hold Harmless and Agreement not to Sue (Exhibit B) before working on the trail. This is a liability waiver for the County of El Dorado. For volunteers under the age of 18, there are separate forms for a parent or guardian to sign (Exhibit C).
- **There must be at least one cell phone on site during the project.**
- A first aid kit must be at the project location.
- Wear bright colors, so trail users can see you.
- Dress appropriately for the weather and conditions. Use sunscreen if necessary; bring jackets, hats, gloves, water bottles and sturdy waterproof shoes/boots.
- Upon inspection of your trail section, report any problems to the Parks Division. Examples may be sign damage, large debris, erosion problems, signs of hazardous material dumping, etc. It is important to keep the trail system safe.
- The group must establish their own emergency plan and response procedures to an injury or accident. **Report all accidents or injury to the Parks Division immediately at 530-621-5360).**
- The group must establish an evacuation plan in response to bad weather such as electrical storms or heavy rain.
- Two orange safety pylons will be given to each group. Please put these at the beginning and end of the section of trail where you are working.

***Please use common sense when working along the Trails and HAVE FUN!!!***



*Exhibit "A"*

## **El Dorado County Parks Division**

### ***ADOPT A TRAIL***

### ***Authorization Application***

#### **Organization Information:**

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

Contact Person: \_\_\_\_\_ Title or Position: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Alternate Phone: \_\_\_\_\_

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

Approximate Number of Youths the age of 18 years old: \_\_\_\_\_

#### **Trail Adoption Information:**

Trail Name: \_\_\_\_\_ Section: \_\_\_\_\_

Approximate Distance: \_\_\_\_\_

Start Date/Time: \_\_\_\_\_ End Date/Time: \_\_\_\_\_

**Indemnity:** The Applicant shall defend, indemnify, and hold the County harmless against and from any and all claims, suits, losses, damages and liability for damages of every name, kind and description, including attorney's fees and costs incurred, brought for, or on account of, injuries to or death of any person, including but not limited to workers, County employees, and the public, or damage to property, or any economic or consequential losses, which are claimed to or in any way arise out of or are connected with the Applicant's services, operations, or performance hereunder, regardless of the existence or degree of fault or negligence on the part of the County, the Applicant or any participant, except for the sole, or active negligence of the County, its officers and employees, or as expressly prescribed by statute. This duty of Applicant to indemnify and save County harmless includes the duties to defend set forth in California Civil Code Section 2778.

**Authorization is not granted until the Application is signed by the authorized El Dorado County official.**

In consideration of the County's permission for \_\_\_\_\_(Applicant) to adopt segment \_\_\_\_\_, Applicant declares that I fully understand, acknowledge and agree to the foregoing terms and conditions. I am duly authorized by the Organizer, Sponsor, Producer or Company to submit this application on its behalf and agree to be financially responsible for any fees and costs. I certify that the information that I have provided is true and correct to the best of my knowledge. If the Event details change, I agree to submit a revised application prior to the Event for approval by the County.

On behalf of the organization, I hereby sign and agree with the safety guidelines and responsibilities of the Adopt A Trail program. As volunteers, we agree to maintain, but not alter, the present landscape along the trails unless submitted in writing and approved by the El Dorado County Parks Division

\_\_\_\_\_  
Applicants Name (Please Print)

\_\_\_\_\_  
Date

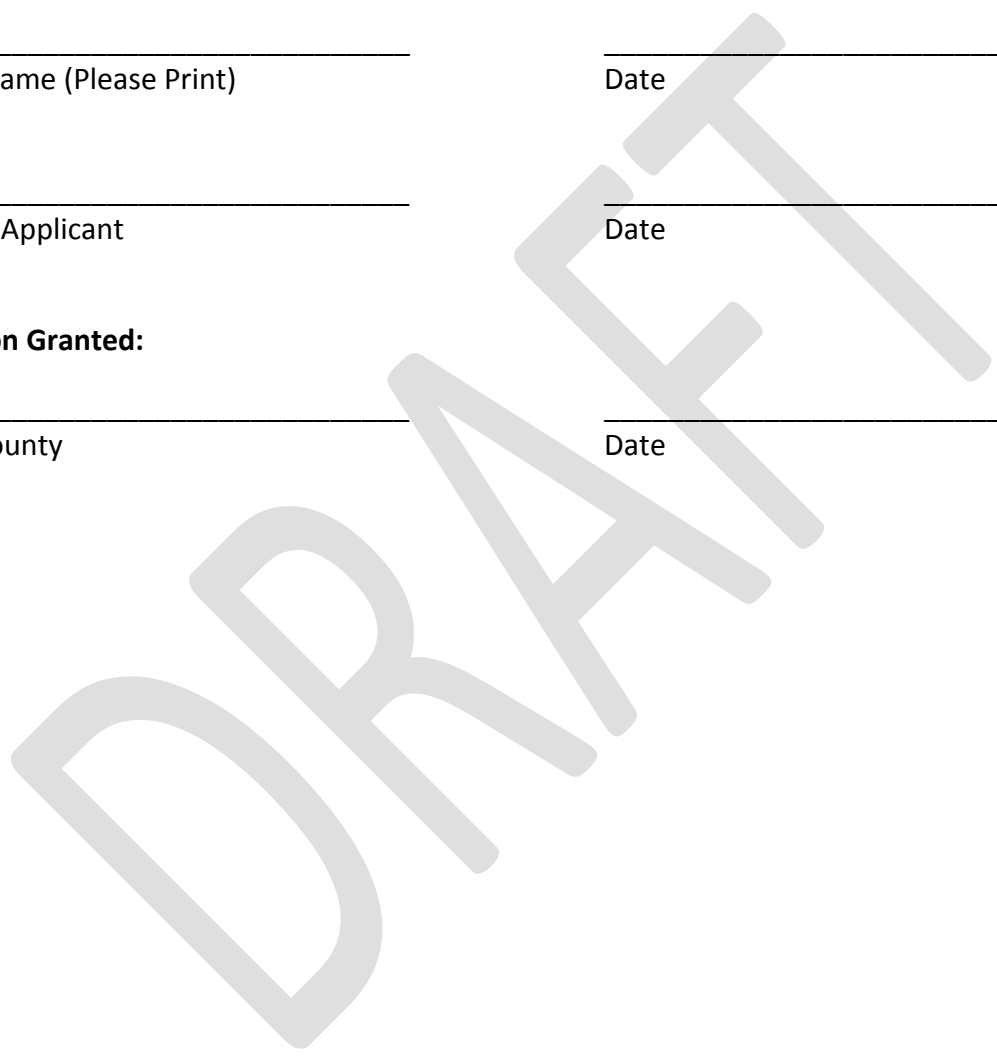
\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**Authorization Granted:**

\_\_\_\_\_  
El Dorado County

\_\_\_\_\_  
Date



*Exhibit "B"*

**ADOPT A TRAIL**

El Dorado County Parks Division

**RELEASE, HOLD HARMLESS AND AGREEMENT NOT TO SUE**

I, the undersigned, fully understand that my voluntary participation in the El Dorado County Adopt A Trail program exposes me to the risk of personal injury, death or property damage. I hereby acknowledge that I am voluntarily participating in this event/class and agree to assume any such risks.

I hereby release, discharge and agree not to sue El Dorado County, their officers, agents and employees, for any injury, death or damage to or loss of personal property arising out of, or in connection with, my participation in the event/class from whatever cause, including the active or passive negligence of El Dorado County, their officers, agents and employees, or any other participants in the event or activities.

In consideration for being permitted to participate in the event or activities, I hereby agree, for myself, my heirs, administrators, executors and assigns, that I shall indemnify and hold harmless El Dorado County, their officers, agents and employees, from any and all claims, demands actions or suits arising out of or in connection with my participation in the event or activity.

**PLEASE PRINT CLEARLY**

Volunteer's Name \_\_\_\_\_

Volunteer Organization: \_\_\_\_\_

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

Phone: \_\_\_\_\_

Contact's Phone: \_\_\_\_\_

Trail Adopted: \_\_\_\_\_

**In case of emergency, please notify:**

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

Phone: \_\_\_\_\_

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

**I HAVE CAREFULLY READ THIS RELEASE, HOLD HARMLESS AND AGREEMENT NOT TO SUE AND FULLY UNDERSTAND ITS CONTENTS. I AM AWARE THAT IT IS A FULL RELEASE OF ALL LIABILITY AND SIGN IT ON MY OWN FREE WILL.**

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**Signature of Volunteer**

**Date**

DRAFT



Exhibit "C"



# El Dorado County Volunteer Program Minor Authorization Form

## Parent or Guardian

### Authorization for a minor to participate in the El Dorado County Volunteer Program

I hereby grant permission for \_\_\_\_\_ Age \_\_\_\_\_ to serve as a volunteer for the County of El Dorado.

*I understand that the rights and responsibilities of the volunteer and of the County are outlined in the Volunteer Assignment Agreement and the Volunteer Conduct/Behavior Expectations Policies. I also understand that the duties of the volunteer position are to be established in a written job posting/description provided by the department and that the volunteer will be asked to certify his/her ability to perform the duties of the job as they are defined in the job posting/description.*

First Name of Parent/Guardian:		Last Name of Parent/Guardian:	
Address:	City:	State, Zip Code:	
Home Phone:	Cell Phone:	Work Phone:	
Date:	Relationship to Minor:	Signature:	

### PRIMARY EMERGENCY CONTACT INFORMATION

Name:		Relationship to Minor:	
Address:	City:	State, Zip Code:	
Home Phone:	Cell Phone:	Work Phone:	

### SECONDARY EMERGENCY CONTACT INFORMATION

Name:		Relationship to Minor:	
Address:	City:	State, Zip Code:	
Home Phone:	Cell Phone:	Work Phone:	

*Exhibit "D"*

**Adopt a Trail Segments**

1. El Dorado County Line to Deer Creek Bridge
2. Deer Creek Bridge to Latrobe Creek Bridge
3. Latrobe Creek Bridge to town of Latrobe
4. Latrobe to South Shingle Road
5. South Shingle Road to Brandon
6. Brandon to South Shingle Road
7. South Shingle Road to End of Shingle Lime Mine Road (Amber Fields)
8. Shingle Lime Mine Road to South Shingle Road (Milton Ranch)
9. South Shingle Road to Shingle Springs Drive (downtown Shingle Springs)
10. Shingle Springs Drive to Greenstone Road (Red Hawk Cut)
11. Greenstone Road to Mother Lode Drive
12. Mother Lode Drive to Blanchard (train park)
13. Blanchard to Missouri Flat Road (Walmart)
14. Missouri Flat Rd to Forni Road
15. Jacquier Road to HWY 50 overcrossing
16. HWY 50 overcrossing to Park Drive
17. Park Drive to Still Meadows
18. Still Meadows to Los Tramos