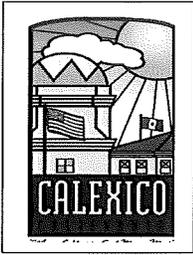


**AGENDA  
ITEM**

**3**



# AGENDA STAFF REPORT

**DATE:** July 17, 2019

**TO:** Mayor and City Council

**APPROVED BY:** David B. Dale, City Manager *DK For D.D.*

**PREPARED BY:** Lilliana Falomir, Public Works Manager *L. Falomir*

**SUBJECT:** Approve the Revised Adopt-A-Green Area Program Information and Application Forms.

=====

## Recommendation:

It is recommended that the City Council of the City of Calexico approve the revised Adopt-A-Green Area Program Information and Application Forms.

## Background:

Several years ago the City Council of the City of Calexico adopted the Adopt-A-Green Area Program which is designed to promote community pride and involvement in maintaining and enhancing our facilities for all to enjoy. In coordination with Public Works Department, individuals, families, civic and business organizations can take an active role and a hands-on approach in various levels of maintenance of our green areas, parks and facilities. Sites approved for adoption as determined by the Parks, Recreation, Beautification, and Senior Services Commission.

## Discussion & Analysis:

In recent months, Public Works staff with the assistance of our City Attorney and Human Resources Department has revised Adopt-A-Green Area Program Information and Application Forms to make sure we have the necessary insurance, release and hold harmless agreement requirements.

On May 8, 2019, Public Works staff presented the revised Adopt-A-Green Area Program Information and Application Forms to the Parks, Recreation, Beautification, and Senior Services Commission. The commission approved and recommended that the revised Adopt-A-Green Area Program Information and Application Forms be forwarded to City Council for final approval.

For this reason, Public Works staff is recommending that the City Council of

<b>AGENDA ITEM 3</b>
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the City of Calexico review and approve the revised Adopt-A-Green Area Program Information and Application Forms and provide recommendation to the City Council of the City of Calexico.

**Fiscal Impact:**

Not at this time.

**Coordinated With:**

City Attorney  
Human Resources Department  
Parks, Recreation, Beautification, and Senior Services Commission

**Attachment:**

1. Adopt-A-Green Area Program Information and Application Forms

CITY OF CALEXICO  
ADOPT-A-GREEN AREA PROGRAM

ADOPTED BY

AVAILABLE

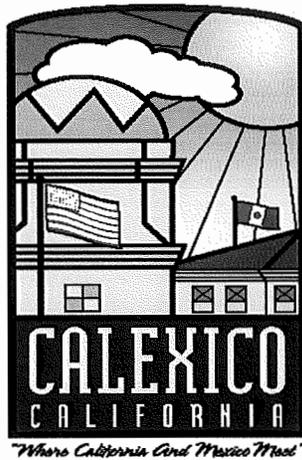
HELP KEEP CALEXICO GREEN AND CLEAN



PROGRAM INFORMATION  
& APPLICATION FORMS

CITY OF CALEXICO  
PUBLIC WORKS DEPARTMENT  
608 HEBER AVENUE  
CALEXICO, CALIFORNIA  
760/768-2160  
[www.calexico.ca.gov](http://www.calexico.ca.gov)

# CITY OF CALEXICO



## OUR MISSION

"Together, we pledge to provide effective and efficient services in a courteous and respectful manner, to improve the quality of life for all that reside in or visit our unique border community"

## CITY OFFICIALS AND STAFF

Mayor:	Lewis Pacheco
Mayor Pro-Tem:	Bill Hodge
Council Member:	David Romero
Council Member:	Rosie Arreola-Fernandez
Council Member:	Morris Reisin
City Clerk:	Gabriela T. Garcia
City Attorney:	Carlos Campos
City Manager:	David B. Dale

**ABOUT THE PROGRAM:**

Adopt-A-Green Area is a program designed to promote community pride and involvement in maintaining and enhancing our facilities for all to enjoy. In coordination with Public Works Department, individuals, families, civic and business organizations can take an active role and a hands-on approach in various levels of maintenance of our green areas, parks and facilities. Sites approved for adoption as determined by the Parks, Recreation, Beautification, and Senior Services Commission.

**PARTICIPANTS:**

Can do the work with their volunteers, hire a contractor or provide financial sponsorship. Participants may include one of the following or in combination.

- Individuals and Families (Must be at least 12 years of age)
- Civil, Social, Sports, School or Non-Profit Organizations.
- Businesses or Contractors.
- Government Agencies

**PARTICIPATION ACTIVITIES:**

Performance of one or more of, but not limited to the following activities.

- Removal of litter.
- Planting or establishing, seedlings, trees, shrubs or flowers.
- Graffiti abatement.
- Painting
- Watering
- Weed control

**PARTICIPANT'S COMMITMENT:**

Carefully read and sign all of the necessary documentation.

- Minimum requirement, to perform at least one (1) activity per month.
- Contract term is for two (2) years, nontransferable and renewable at the end of each term if participant so desires.
- Notify the Public Works Department seven (7) days prior to holding an activity.
- At all times exercise safe working practices.

(Participant or the City of Calexico has the right to cancel or temporarily suspend the contract at any time if participant is unable to meet the minimum requirements or for any other due cause)

**INSURANCE REQUIREMENTS:**

The City of Calexico **does not** provide insurance coverage for participants. Adoptees must provide the City with an annual Certificate of Liability Coverage naming the City as an Additional Insured in an amount of not less than \$1 million per event or activity.

**CITY'S COMMITMENT:**

To provide assistance to the participants in this program to achieve the goals they have set through their activities.

- Loan safety gear.
- Provide plastic trash bags, collection and disposal.
- Assist in planting plans and techniques.
- Safety orientation.
- Replacement of recognition sign at the adopted site.

**SAFETY:**

Is of the utmost importance and the number one concern. Safety measures are to be in place at all times.

- Representative of participating groups must attend a safety orientation meeting.
- All participants and/or volunteers must sign a City of Calexico's Release, Hold Harmless and Agreement not to Sue form.
- Use common sense at all times.
- Notify Public Works Department of any hazard you may have encountered.
- Avoid overexertion and drink plenty of fluids.

**KEY STEPS:**

- Contact the Public Works Department at (760)768-2160 for adoption opportunities.
- Complete application and submit it as soon as possible.
- Provide an activity plan and schedule.

The City of Calexico would like to take this opportunity to THANK YOU in advance for your consideration in the participation of this wonderful program that is designed to enhance the quality life in our great city.

**CITY OF CALEXICO  
ADOPT-A-GREEN AREA PROGRAM  
ORGANIZATION RELEASE, HOLD HARMLESS AND AGREEMENT NOT TO  
SUE**

ORGANIZATION/GROUP: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ TEL: \_\_\_\_\_

RESPONSIBLE INDIVIDUAL PARTY NAME: \_\_\_\_\_

1. On behalf of (Organization Name) \_\_\_\_\_, I fully understand that our participation in the Adopt-A-Green Area program ("Program") exposes us to the risk of personal injury, death or property damage and the City of Calexico ("City") in no way assumes any liability for any such risks, even if the City provides safety equipment. I hereby acknowledge that we are voluntarily participating in this Program and agree to assume any and all such risks.

2. We hereby release, discharge and agree not to sue the City, its officials, employees, agents, and volunteers for any injury, death, damage to or loss of personal property arising out of, or in connection with, our participation in the Program from whatever cause, including the active or passive negligence of the City, its officers, employees, agents, and volunteers or any other participants in the Program. The parties to this agreement understand that this document is not intended to release any party from an act or omission of "gross negligence," as that term is used in applicable case law and/or statutory provision.

3. In consideration for being permitted to participate in the Program, we hereby agree to indemnify, defend, and hold harmless the City, its officers, employees, agents, and volunteers from any and all claims, demands, actions, or suits arising out of or in connection with our participation in the Program.

**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 ON MY OWN FREE WILL. I AM AUTHORIZED TO SIGN THIS DOCUMENT ON BEHALF OF ALL MEMBERS OF THE GROUP/ORGANIZATION I REPRESENT.**

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

RESPONSIBLE PARTY SIGNATURE: \_\_\_\_\_

**CITY OF CALEXICO ADOPT-A-GREEN AREA PROGRAM  
INDIVIDUAL RELEASE, HOLD HARMLESS AND AGREEMENT NOT TO SUE**

\_\_\_\_\_  
(GROUP ASSOCIATED WITH)

PARTICIPANT: \_\_\_\_\_ AGE: \_\_\_\_ D.O.B. \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ TEL: \_\_\_\_\_

EMERGENCY CONTACT: \_\_\_\_\_ TEL: \_\_\_\_\_

1. I fully understand that my participation in the Adopt-A-Green Area program ("Program") exposes me to the risk of personal injury, death or property damage and the City of Calexico ("City") in no way assumes any liability for any such risks, even if the City provides safety equipment. I hereby acknowledge that I am voluntarily participating in this Program and agree to assume any and all such risks.

2. I hereby release, discharge and agree not to sue the City, its officials, employees, agents, and volunteers for any injury, death, damage to or loss of personal property arising out of, or in connection with, my participation in the Program from whatever cause, including the active or passive negligence of the City, its officers, employees, agents, and volunteers or any other participants in the Program. The parties to this agreement understand that this document is not intended to release any party from an act or omission of "gross negligence," as that term is used in applicable case law and/or statutory provision.

3. In consideration for being permitted to participate in the Program, I hereby agree, for myself, my heirs, administrators, executors and assigns, that I shall indemnify, defend, and hold harmless the City, its officers, employees, agents, and volunteers (collectively, "City Indemnitees") from any and all claims, demands, actions, or suits arising out of or in connection with my participation in the Program.

**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 ON MY OWN FREE WILL.**

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

SIGNATURE OF PARENT OR GUARDIAN: \_\_\_\_\_  
(IF PARTICIPANT IS UNDER 18 YEARS OF AGE)

**DECLARATION FOR MINORS (UNDER 18)**

I declare under penalty of perjury under the laws of the State of California that I am the parent or legal guardian of Minor. I further declare that I shall indemnify, defend, and hold harmless the City Indemnitees from and against any and all claims resulting from, incident to, or arising out of Minor's participation in the Program, any and all risks assumed by Minor and me above, and/or the breach of any promises, covenants, and/or representations made by me herein and/or in the above Release.

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

Name: \_\_\_\_\_  
Printed Name of Parent/Legal Guardian

**CITY OF CALEXICO  
ADOPT-A-GREEN AREA PROGRAM  
APPLICATION**

Permission requested to encroach on the City of Calexico's Right of Way requires the following  
Fill in all items found below, N/A if not applicable, complete all forms before submitting application.

<b>INFORMATION</b>	<b>APPLICANT OR ORGANIZATION</b>		<b>DATE</b>
	<b>ADDRESS</b>		
	<b>CITY, STATE &amp; ZIP CODE</b>		
	<b>TELEPHONE NUMBERS</b>		
<b>LOCATION</b>	<b>SITE NAME</b>		
	<b>STREET</b>		
	<b>CROSS STREET</b>		
<b>WORKFORCE</b>	<b>TO BE PREFORMED BY</b>		
	<b>VOLUNTEERS</b>	<b>OWN FORCES</b>	<b>CONTRACT FORCES</b>

The undersigned agrees that the work will be done in accordance with the City of Calexico  
Public Works Department Rules and Regulations and subject to inspection and approval.

<b>PRINT NAME</b>	<b>TITLE</b>
<b>SIGNATURE</b>	<b>DATE</b>

<b>APPROVED BY:</b>
<b>DATE OF APPROVAL:</b>



<b>PERMIT NUMBER:</b>
<b>EXPIRATION DATE:</b>

**Public Works Department**

CITY OF CALEXICO  
PUBLIC WORKS DEPARTMENT



LIST OF ADOPTABLE GREEN AREAS

Locations	Adopted	Date
Border Friendship Park (Genaro "Teco" Monroy) First & Paulin		
Miguel Cortez Park Second Street & Andrade Avenue		
Rancho Elegante Basin Fifth Street & Andrade Avenue		
Rockwood Plaza Park Fifth Street & Heber Avenue		
Rio Vista Park (Emilia) 600 Block Emilia Drive		
Nosotros Park 600 Kloke Avenue		
Nosotros Softball Field 600 Block Linholm Avenue		
Rodriguez Park 520 Mc Kinley Street		
Rodriguez Field 500 Block Sheridan Street		
Heber Park 900 Block Harold Avenue		
Crummett Park 800 Block E. Belcher Street		
Gutierrez Field 900 Block Andrade Avenue		
Las Casitas Field 500 Block S. Ellis Street		
Kennedy Gardens Park (Espinoza) 200 Block Espinoza Street		
John F. Kennedy Park 1200 Block CN Perry Avenue		
Kennedy Gardens Green Area (Banagas Court) 100 Banagas		
Kennedy Gardens Green Area (R. Kennedy Street) 200 R. Kennedy		
Victoria Park West Basin 800 Block Zapata Street		
Victoria Park North Basin 900 Block Meadows Drive		
Victoria Park East Basin 1200 Block Zapata Street		
Villa de Oro Basin 800 Block Calle de Oro East		
Victoria Estates Park 1200 Rancho Frontera Blvd		
Meadows Estates South Basin 1100 Block Andrade Avenue		
Meadows Estates North Basin 1200 Block Andrade Avenue		
Joel Risien Field 1100 Block Sapphire Street		
Adrian Cordova Memorial Park 2200 Block Clinton Avenue		