

Belleville, IL Parks & Recreation Adopt-A-Bike Trail Program

What is the Adopt-A- Bike Trail Program?

The Belleville Parks & Recreation Department Adopt-A-Bike Trail Program is a volunteer program providing opportunities for bicyclists, runners and walkers, to assist conservation area staff by monitoring, maintaining and enhancing the Metro East Bike Trail.

Who can adopt a trail?

School and youth groups, scout troops, church, community and service organizations, businesses, families, individuals or groups of individuals can adopt a bike trail. Anyone with an interest in trails and the outdoors is welcome to help preserve our land and provide safe, enjoyable access to the outdoors.

What can volunteers do?

Adopt-A-Trail volunteers assist Belleville Parks & Recreation staff in managing and maintaining Metro East Bike Trail systems. Activities include keeping the trail surface free of sticks, rocks and other debris, pruning small limbs from the trail corridor, cleaning waterbars and drainage ditches, and clearing debris from bridges, stairs, and viewing decks. Other responsibilities include litter clean-up, maintaining the trailhead area including parking lot, bulletin board and trail signs, and reporting vandalism, trail hazards or safety issues.

Why should you participate?

Adopting a trail provides an opportunity for you to be actively involved in conservation. Helping to maintain and enhance existing trails improves the resource for all to enjoy. The effort brings trail and nature enthusiasts closer to the environment and their community. Enjoy the time outdoors and personal satisfaction gained through volunteering on a conservation trail.

How to get started:

If you have a specific Metro East Bike Trail in mind, let us know. If the trail you choose is available for adoption, we'll get you set up right away. If you want to know which trails are available in a particular area or region, we can help you find the right one. Once you've chosen a trail mile marker you will be contacted by the project manager who will set a date that is convenient for you to meet and discuss the requirements and benefits of trail adoption.

Guidelines for Volunteers

Adoption Period

A trail section must be adopted for a period of two years, renewable annually thereafter upon approval by the project area manager. This agreement may be terminated at any time by the volunteer or the project area manager.

Trail Inspections

Trail inspections may include the following: observing the condition of trailhead parking lot, bulletin board and trail signs, monitoring trail conditions and performing routine maintenance, picking up litter, and notifying the project area manager of any problems or additional maintenance needs.

Volunteers are asked to visit the adopted trail section at least 4 times per year (approximately once every 3 months). At your convenience choose the days and times you would like to visit the trail. You may wish to check with the project area manager prior to your trip to inquire other activities that may be scheduled on the area. Please send a written report to the Adopt –A Trail Coordinator after each visit, so that we may keep track of your efforts.

Maintenance

Routine maintenance involves keeping the trail surface free of loose rocks, limbs and other debris, and clearing debris from benches, bridges, stairs and viewing structures. The area manager will provide volunteers with information and instruction on maintaining specific trails to meet area management guidelines. Volunteers are asked to provide their own trail maintenance tools.

Volunteers should notify the area manager if there is an erosion problem, trees down on the trail, missing or damaged signs, vandalism, or other issues that cannot be handled on the day of a trail visit. Report any suspicious or illegal activity. If litter will be picked up but not removed from the area during your visit, please make arrangements in advance with the area manager for litter pickup.

Volunteers should dress appropriately for trail work and use gloves, safety glasses and other protective gear when necessary. All work shall take place during daylight hours and be performed with safety in mind. Do not attempt any tasks you are not comfortable with. Volunteers are not permitted to use chainsaws or have motorized equipment on the trail. No work shall be done that has not been previously agreed upon with the area manager.

Do you have questions or need more information on the requirements of volunteering?
Contact Todd @618-233-1416

ADOPT-A-BIKE TRAIL

AGREEMENT

CITY OF BELLEVILLE, IL

This **two year agreement** is made and entered into between the City of Belleville, IL, hereinafter called the “City” and _____ hereinafter called the “grantee”.

Whereas the city has authorized a permit to be issued to grantee to be responsible for a defined portion or entire length of a Belleville Parks & Recreation Department (BPRD) trail and whereas the grantee wishes to contribute toward the effort to reduce litter on the bike trail system.

The City does hereby authorize and grant permission to participate in the adopt-a-bike trail program by picking up litter in accordance with the following terms and conditions:

The grantee does hereby agree:

1. To conduct cleanup activities in a **safe manner** and comply with any conditions as may be required by the city for the safety of the participants. Safety of the participants is the number one priority of the program. The group should stay a least 6 feet away from any metro link tracks along the trail.
2. To assign a leader to the cleanup crew. The crew leader shall have a copy of this agreement with him or her during the cleanup.
3. To pick up litter no less than 4 times per year. Additional cleanups should be done as necessary to maintain a neat appearance. Recommended cleanup interval is once every three months.
4. To have all participants wear gloves during cleanup activities.
5. Participants shall be at least 10 years old. The grantee shall furnish supervision by one or more adults for every eight minor (less than 18 years old) participating in the cleanup activity. Groups must consist of at least one person who is 18 years of age or older.
6. To obtain supplies and material from the city during regular business hours if need and return on the following business day.
7. To coordinate with the City for disposal of filled trash bags and materials. The City will dispose of the bags two business day after the clean-up.

8. To call 911 (Police/Fire Emergency) in the event of any emergency during cleanup. Participants who have anything that is hazardous or suspected to be hazardous will not touch it, but will flag the item for disposal by the proper authorities.
9. Participants will not pick up syringes, hypodermic needles, and broken glass, exceptionally large, heavy, or unyielding objects. These kinds of material should be flagged and the city notified as soon as possible to arrange for proper disposal.
10. To provide the city a roster of individual participants in the cleanup within three (3) working days after cleanup.
11. The crew leader will report any injuries incurred by participants during cleanup activities to the city within two working days of the injury. Notification will be provided on the city's appropriate incident/accident report forms furnished by the city.

The city agrees to:

1. Furnish grantee trash bags, and vests for participants to use during cleanup activity if requested.
2. Remove the filled trash bags within two business days of the clean-up .
3. Assist in the grantee in cleaning up the litter if necessary, i.e., when large, heavy or dangerous items are found.
4. Provide the grantee safety materials as necessary to enable the participants to perform their donated services.

5. Furnish and put into place on mileage markers the organizations signage agreed on by the City of Belleville.

The city recommends that the grantee have a first aid kit available at the cleanup site and at least one person with a valid first aid card be present during cleanup activities. The city also recommends the grantee have a cellular phone at the cleanup site.

Recycling is an accepted and encouraged activity. Recyclable items collected by participants may be removed from the site at the option of the grantee. Profits from the sale of recyclable items shall belong to the grantee.

The city may suspend this agreement temporarily because of construction in the assigned area. After construction is complete the grantee will be notified and the agreement restored.

The term of the agreement shall begin on the date of execution indicated below and shall end on the date of termination unless terminated by the city at the city's discretion.

Assigned Adopt-A-Bike Trail Section:

Metro East Bike Trail: From: _____ To: _____

City of Belleville Parks & Rec Dept: _____

510 West Main Street

Belleville, IL 62220

Name of Adopting Organization: _____

Address: _____

City, State Zip _____

Date of Execution: _____ **Date of Termination:** _____

Name of organization contact: _____

Home Address: _____

City, State, Zip: _____ / _____ / _____

Day Phone: _____ /Cell: _____

Contacts e-mail address: _____

Signature Parks & Rec Director

Signature of Organization Contact

_____/_____,_____/_____

Date

Date