

Keep Fort Pierce Beautiful Advisory Board Regular Meeting Second Tuesday Of Every Month 11am to 12:30 pm. City Hall Commission Chambers.

1. **Call to Order**
2. **Pledge of Allegiance**
3. Roll Call
4. Approval of Minutes from June 8, 2021
5. **New Business**
 - a. Board Applications
 - b. Review the Adopt-a-Park Program Overview, Application, and Agreement.
6. **Old Business**
 - a. Cannon Carriage
7. **Comments from the Public**
8. Board Discussion
9. Staff Discussion
10. **Adjournment**

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons with disabilities needing special accommodation to participate in this meeting should contact the City Clerk's Office at (772) 467-3052 at least 48 hours prior to the meeting.

Keep Fort Pierce Beautiful

4.

Meeting Date: 07/13/2021

Discussion item

Approval of Minutes from June 8, 2021

Attachments

Draft Minutes

City of Fort Pierce
Keep Fort Pierce Beautiful Advisory Board Meeting
June 8, 2021 @ 11:00am
City Hall – Commission Chambers

DRAFT MINUTES

1. **Call to Order** - The meeting was called to order at 11:06am.

2. **Pledge of Allegiance** – Recited by the Board and guests.

3. **Roll Call**

Present: Tishunda Tullis, Jorge Goz, Janey Vanderhorst, Charlene Adair, Martha Wright, and Matt Samuel

Absent: Shirley Walker and Jane Zezeck,

Staff Present: Kaitlyn Ballard, Paul Bertram, and Mike Reals

Guests: Ellen Mancini and Mayor Hudson

4. **Approval of Minutes from the May 11, 2021, Meeting**

Motion was made by **Matt Samuel**, seconded by **Janey Vanderhorst**, to approve the minutes from the May 11, 2021, meeting. All in Favor. **Motion passed.**

5. **New Business**

- a. Cannon Carriage – It was discussed that on August 23, 2021, it will be three years since the cannon was pulled out of the ocean. Discussion also included the need for a stand/carriage for the cannon to be placed on for display. The Lions Club stated they will contribute financially towards the cost of the new stand/carriage. There was also an update given that the cannon has been sandblasted but still needs some welding work at this time. The board also discussed placing a plaque/kiosk with the historical information of the cannon near the display. It was stated that John Brandon and Dan Porter will review the historical information for the plaque//kiosk as to form and correctness. The question arose if this initiative needs to go before the Historical Board for approval.

6. **Old Business**

- a. Neighborhood Volunteers and Adopt-a-Road – The discussion on the item included being proactive in engaging local organizations to adopt a road. Tishunda Tullis stated

she would like to help spearhead this initiative. Paul Bertram was tasked with creating a list of roads that have been adopted and the organizations that adopted them. Kaitlyn Ballard will add this information to the City's website.

- b. Transformer Box Art – There was no update given at this time from the FPUA. Sunrise and Ohio boxes are currently being worked on. St. Andrews Academy recently inquired about having their box wrapped.

7. **Comments from the Public** – Ellen Mancini stated herself and other local residents, would like to see some beautification efforts between the City Marina and Melody Ln Pier. She inquired about a mural on the seawall, new trashcans, benches, and exercise equipment being placed in this area. Paul Bertram was tasked with looking into these items.

8. **Board Discussion –**

- a. There was no board discussion at this time.

9. **Staff Discussion –**

- a. Mike touched base on upcoming Lunch & Leans for the Public Works Department.
- b. It was discussed to pick a date in the fall for a Community Cleanup. This could involve the adopt-a-road and adopt-a-park volunteers.

10. **Adjournment** – The meeting was adjourned at 11:41am.

Keep Fort Pierce Beautiful

5. a.

Meeting Date: 07/13/2021

Discussion item

Board Applications

Keep Fort Pierce Beautiful

5. b.

Meeting Date: 07/13/2021

Discussion item

Review the Adopt-a-Park Program Overview, Application, and Agreement.

Attachments

City of Fort Pierce Adopt-a-Park Program Overview, Application and Agreement



The City of Fort Pierce Adopt-a-Park Program

The City of Fort Pierce Adopt-A-Park Program allows for maintenance and beautification of city parks through litter and debris removal by individuals and groups. The benefits to both the City and the individuals/groups involved are litter-free attractive parks and recognition for the adopting individuals/groups.

Individuals/groups from the community agree to adopt a specific park or specified location in a larger park to perform debris and litter removal (clean-up) at the adopted location at least four (4) times per year. The Public Works Department will provide supplies such as pick sticks, bags, etc. They will also erect a recognition sign identifying the individual/group at the park.

Individuals/groups from the community are encouraged to participate in the program. Groups may include both children and adults, with a ratio of at least one adult per 10 children.

For-profit groups who are accepted into the Adopt-a-Park program will be charged a \$100 non-refundable program fee to help defray costs. There is no program fee for non-profit groups, school groups, family groups, and the like as determined by the Public Works Department.

Individuals/groups who wish to adopt a park or park location for litter and debris removal purposes should contact the Public Works Department at 772-467-3821. The program will be coordinated at the direction of the Public Works Department.

Group Sign-Up Procedures

An Adopt-a-Park application and agreement will be sent to the individual or group representative or use the link to apply online. The individual/group should review the program information and decide if they can comply with the requirements. Groups desiring to participate in the Adopt-a-Park program will complete, sign, and return the application/agreement.

As per this agreement, the individual/group agrees to adopt a park, or portion thereof, for performing debris and litter removal a minimum of four (4) times per year. Efforts should be made to schedule one of the clean-ups to coincide with a state or national clean-up day. The individual/group understands that they are to perform debris and litter

removal activities only. Any projects involving anything other than this, such as exotic plant removal, must be pre-approved by the Public Works Department upon written request at least one month prior to the date of the proposed clean-up. The individual/group agrees to only allow such persons to participate as are determined by the group to be responsible enough to safely participate in the cleanup activities. Adequate adult supervision of at least one (1) adult per ten (10) children must be provided by a group for participating youth younger than 18 years of age.

The individual/group agrees to perform cleanups only during daylight hours and favorable weather conditions unless otherwise requested and approved for evening hours at a lighted facility.

Adopt-a-Park Sign Policy

A sign will be posted at the entrance to the adopted park, or at another designated location within the park, as determined by the Public Works Department. The Adopt-a-Park sign may share a signpost with other signs in the park. Signs will state the name of the individual/group and will not be allowed to make political or other statements that may be considered controversial. The Public Works Department shall be responsible for final approval of sign designs.

Clean-up Guidelines

The Public Works Department will coordinate the distribution of supplies with the individual/group representative. Notification of a planned clean-up should be made to the Public Works Department at least 24 hours prior to the clean-up. Immediately following the clean-up, the individual/group representative will email the Public Works Department providing the following information: individual/group name, where the clean-up occurred, the total number of people participating, the total number of hours worked, and any special trash pickup requirements. The individual/group will place filled trash bags in a site dumpster, if available, or as directed by the Public Works Department. Hazardous situations or conditions shall be immediately reported to Public Works personnel on duty or to the City of Fort Pierce Police Department by calling 911.

City Of Fort Pierce

Adopt-a-Park Application and Agreement

Individual/Group Representative Information:

Individual/Group Representative Name

Primary Contact Person

Secondary Contact Person

Mailing Address

Telephone

Cell Phone

Email

Park Adoption Information:

Park Selection

If this selection does not include the entire park, what area of the park

Proposed start date

Planned frequency

Approximate number of participants

Number of adults

Number of children

Sign Information

Adopt-a-Park groups are eligible for a sign with the individual/group name in their designated park that they keep clean. If you are interested in a sign for your designated park, it will be posted by the Public Works Department in a location appropriate for existing conditions. If you do not wish to have a sign, please initial here: _____

Applicant Agreement

On behalf of _____ (individual or group), I have read and agree to the procedures for the City of Fort Pierce's Adopt-A-Park program. I understand the hazardous nature of the work that is to be performed and take responsibility for the individual's or group's participation in the program. I also agree to notify the Public Works Department of any changes in the contact information or if a new responsible person assumes responsibility for the group.

Applicant Signature: _____

Title: _____ Date: _____

To be filled in by the Public Works Department

Recommended: () Approval () Disapproval _____

Reason for disapproval

Signature of Public Works Department Representative:

_____ Date: _____

Keep Fort Pierce Beautiful

6. a.

Meeting Date: 07/13/2021

Discussion item

Cannon Carriage
