



## COMMUNITY SERVICES DEPARTMENT

### Adopt -A- Trail

# Trailblazer Program

## PROGRAM SUMMARY

The City of Placerville Department of Community Services is launching a new volunteer initiative, "*Adopt a Trail Program*." The goal is to increase community involvement with the basic trail maintenance, strong trail conservation, and increase enhancement of the local section of the El Dorado Trail system within the borders of the City of Placerville. This resourceful program will foster environmental stewardship, save tax dollars, create user but in, encourage outdoor recreation, and ensure the sustainability of our trails for future generations.

## PROGRAM OVERVIEW

The City of Placerville CSD Trailblazer Program allows a community group, local business, local organizations or individuals to take an active and committed role in preserving the beauty of our 4.3 miles of El Dorado Trail. Volunteers interested in focusing on sustaining accessibility to our trails are invited to commit work hours for periodic trail maintenance, litter removal, minor repairs, general landscaping and overall beautification of the trail. This shall be facilitated under the guidance of the Recreation and Parks Division in accordance with the following guidelines to protect the individual, organization, business or agency.

## PRIMARY OBJECTIVES

- Promote community involvement in trail maintenance and conservation.
- Enhance the safety, cleanliness, and accessibility of trails.
- Reduce litter and environmental degradation.
- Create a sense of community through trail partnerships.
- Foster partnerships with local organizations, schools, and businesses.
- Support ecological sustainability and habitat preservation.
- Mitigate by reporting non-sanctioned use of trail space and area.

## ROLE OF TRAILBLAZERS

Trailblazers, i.e. Adopt A Trail Volunteers and/or groups play a vital role in helping to maintain the **safety**, **cleanliness**, and **sustainability** of the City's section of the El Dorado Trail system.



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## TRAILBLAZER RESPONSIBILITIES (Lone Blazers)

- Follow all safety guidelines and regulations provided.
- Attend volunteer training onsite with City staff to review guidelines.
- Commit to a minimum adoption period of 6 months or up to 1 year.
- Participant in trail maintenance activities at least 8 times annually with a minimum of once per-quarter.
- Remove litter and debris along the designated trail section.
- Report major trail damage, hazards, or vandalism to online 311 System and formal notification via interoffice form submitted to Parks and Facilities Superintendent.
- Complete and have on file at all times a valid volunteer annual waiver and release of liability form with the Community Services Department.
- Additional tasks are available based on availability and skill set of said volunteers.

## TRAILBLAZING ORGANIZATION RESPONSIBILITIES:

- Voluntarily provide at own cost certain tools necessary for clean-up, such as, but not limited to; gloves, trash bags, and safety equipment (PPE).
- Ensure volunteer mandatory DCS orientation and training sessions for City volunteers.
- Install signage recognizing the adopting group/individual.
- Perform larger-scale trail repairs and projects as needed.
- Recognize and appreciate volunteering through certificates, events, and social media features.
- Provide or ensure water or availability to water and other health supplies such as sunscreen are utilized during the duration of the cleanup.

## TRAILBLAZER DUTIES:

1. **Litter Removal** – Collect and properly dispose of trash, recyclables, and debris along the trail on public property. Private property is prohibited. City



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Staff shall coordinate location for pickup of large debris or excessive loads of waste. Unsanctioned and non-permitted campsites shall be reported to City of Placerville Police Department at (530) 642-5200 or download the [Placerville Police Department App](#).

2. **Basic Maintenance** – Clear small branches, rake leaves, and safely remove obstacles hindering trail access and safe use.
  - I. **Clearing Vegetation (Brushing)** - As a trail maintenance volunteer in Placerville, you'll help keep sections of our trail (El Dorado Trail) safe and accessible by clearing overgrown vegetation. This task, known as **brushing**, involves removing branches, bushes, or weeds to maintain a clear trail corridor, typically no greater than 5' to 8' feet wide and 8' feet high, based on USDA Forest Service Standards. You'll use tools like loppers, hand saws, pruning shears, or machetes to ensure hikers can pass easily and have clear visibility for safety. Brushing is especially important after spring rains, when vegetation grows rapidly, so your efforts will make a big difference in keeping our trails welcoming, safe and fire-free!
  - II. **Obstruction Removal (Blowdowns)** - As a trail maintenance volunteer in Placerville, you'll help keep sections of our trail (El Dorado Trail) safe and accessible by removing medium-sized obstructions, such as fallen branches, small to medium logs (blowdowns), or manageable rocks from the trail path. Using tools like hand saws, loppers, or pole saws (*chainsaws are reserved for trained volunteers*), you'll clear debris to prevent tripping hazards and ensure a smooth, accessible path for hikers. This work is especially important after winter storms or wildfires, very common in California, which can scatter medium-sized debris across trails. Your efforts will make a big difference in keeping our trails welcoming, safe and fire-free!
  - III. **Erosion Control and Drainage Maintenance** - As a trail maintenance volunteer in Placerville, you'll help keep sections of our trail (El Dorado Trail) safe and accessible by helping to maintain and monitor drainage structures such as water bars, culverts, or ditches to prevent water pooling and trail erosion. You may also help to add preapproved fill to eroded sections or clear minor obstructions as needed to keep the path stable and protected from erosion. Using tools like shovels, rakes,



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pickaxes, or a versatile rake-hoe tool. Your work will ensure a safe and stable walking surface for hikers. Placerville's hilly terrain and seasonal rains, makes this task critical to prevent washouts and helps to maintain trail integrity, especially after heavy rainfall. Your efforts will keep our trail safe, durable and accessible for all users!

- IV. Graffiti Cleanup - Cleaning up or reporting graffiti is a fundamental volunteer task to preserve the aesthetic and environmental integrity of trails. Volunteers not only collect litter, such as plastic bottles or food wrappers, from trailheads, shelters, or scenic viewpoints they may need to remove small to medium sized graffiti from rocks or structures using appropriate cleaning supplies. You will need to be equipped with gloves, trash bags, and grabbers. Your volunteer hours ensure the trail remains welcoming and safe. In Placerville, high-traffic areas like the El Dorado Trail are highly likely to see litter or occasional illegal dumping, making cleanup essential to maintain the area's natural beauty and inviting. Your efforts will keep our trail safe, inviting and accessible for all users!
- V. Signage (Install & Repair) - Maintaining clear navigation on trails is critical for hikers' safety and enjoyment, and volunteers play a key role in managing and monitoring signage tasks. This may involve painting or repairing trail signs or posts using specific colors or shapes—and installing or repairing directional signs. Volunteers use tools like paint, brushes, stencils, and signposts to ensure markings are visible and consistent with trail standards. In Placerville, this work is vital for the El Dorado Trail and those in the nearby El Dorado sections, where clear signage protects hikers from straying into unsafe or environmentally sensitive areas, especially in high-traffic or post-wildfire zones connecting them throughout the system safely.
- VI. Invasive Species Removal - Removing invasive species is a critical task to protect the ecological balance of trail ecosystems. Volunteers manually pull or cut non-native plants, such as invasive grasses or shrubs, that threaten native flora, using gloves, hand tools, with trained individuals and without herbicide applicators. This work helps preserve biodiversity and prevents habitat degradation. In Placerville's surrounding forests, invasive species are a known challenge due to the diverse ecosystems, and volunteers contribute to maintaining native



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plant communities. Your commitment helps to preserve and sustain the longevity and health of our City's trail.

VII. Trail Rerouting or Closure - Volunteers assist in rerouting unsanctioned areas of the trail to enhance safety and sustainability, such as blocking certain switchbacks in natural areas to reduce erosion or installation of bollards and signs to block blazed walkways over hills and into boggy areas. Using tools like shovels, pickaxes, and carpentry equipment, volunteers may block off trail access to improve durability of hills and protect areas from unapproved off trail access. In Placerville, where trails traverse varied terrain, these tasks are crucial for addressing safety issues, erosion from seasonal rains or creating unstable paths in wet areas. Placerville volunteers help ensure trails remain safe and environmentally sound for hikers, bikers, and equestrians.

3. **Reporting Issues** – Notify the managing organization of major trail damage, erosion, vandalism, or hazardous conditions. Transient issues, vandalism or vagrancy shall be reported to City of Placerville Police Department at (530) 642-5200 or download the [Placerville Police Department App](#).

I. Reporting issues encountered on the City's trail is a vital responsibility for volunteers (and trail users) to ensure timely maintenance and safety. By documenting and communicating problems like damaged signs, eroded trail sections, illegal dumping, or hazardous obstacles (e.g., fallen trees), volunteers enable the City to quantify prioritizing repairs and allocate resources effectively. This proactive [reporting online](#) via the 311 website <https://www.cityofplacerville.org/311>, the [Placerville Police Department App](#), or direct contact with the Community Services Department (530) 642-5232, (pv.planning@gmail.com), helps prevent accidents, protects the environment, and maintains trail accessibility. In Placerville, where trails face challenges from heavy use, seasonal weather, or post-wildfire recovery, reporting issues ensure volunteer efforts and municipal actions align with community needs and comply with local codes.

4. **Following Safety Guidelines** – Use provided tools responsibly, wear appropriate gear, and work safely in designated areas.



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- I. Legal Requirements - Following safety guidelines and legal requirements is essential for volunteers to ensure their safety and compliance during trail maintenance in Placerville. Volunteers must use provided tools, such as shovels, loppers, or paint applicators, responsibly. Following your required training from the Community Services Department, volunteers are required to wear appropriate gear (PPE), including appropriate footwear, gloves, and protective clothing, to prevent injuries. Work is conducted only on public property (city-owned trails) and never on private property to avoid trespassing violations. Volunteers are required to sign liability waivers to acknowledge risks and protect the City of Placerville or partnering groups from liability claims. Additionally, City permission shall be coordinated through the Community Services Department (530) 642-5232, is required to ensure work actions align with municipal codes and land management regulations, safeguarding both volunteers and the community.
5. **Commitment** – Conduct cleanups at agreed intervals (e.g., monthly/quarterly) and log completed work.
  - I. **Commitment to Regular Maintenance** - Volunteers help preserve the natural beauty and accessibility of trails, benefiting both the environment and the community. Demonstrating commitment to trail maintenance in Placerville involves conducting cleanups and other tasks at agreed intervals, such as monthly or quarterly, and logging completed work to track progress and impact. Volunteers, known as Trailblazers, shall facilitate a coordinated schedule with regular workdays throughout the year to address ongoing needs like litter removal, signage upkeep, or invasive species control, ensuring trails remain safe and enjoyable. Logging efforts, through department forms provided by the City of Placerville Community Service Department, helps document volunteer contributions and informs future maintenance priorities. This consistent commitment is crucial for maintaining high-traffic trails and communication, planning and coordination are required.





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## TRAIL ADOPTION PROCESS

1. Application Submission: Interested individuals or groups submit an adoption request form to the Department of Community Services.
2. Verification of Trail Assignment: A section of the trail is designated based on availability. Once confirmed City Staff will tour the section of the trail to ensure clear parameters are indicated. All volunteers must keep out of private property!
  - a. The total approx. distance of the trail is 4.3miles
3. Orientation & Training: Once all the proper paperwork and waivers are submitted and collected by DCS all volunteers will receive an overview of trail maintenance best practices. These training courses will be provided monthly and recorded online for review. A certification will be issued once each volunteer has completed the training. Non-compliance with City guidelines may result in forfeiture of participation.
4. Ongoing Maintenance: Lead Trailblazer shall conduct routine upkeep and report their activities utilizing department forms. Groups or volunteers unable to sustain their bi-monthly or annual commitment risk reassignment of location.
5. Recognition & Renewal: Participants shall be acknowledged annually by the City, and liability waivers or organizational agreements shall renew automatically annually, unless otherwise indicated upon submittal of Trailblazer application.
6. Required Participation Fee: **\$250 per organization**
  - a. Fees for this program provide direct resources for trail maintenance and refurbishment of maintenance supply trailer. Organizations shall receive direct use of DCS Maintenance Trailer, Posted Acknowledgement Signage and specific promotional posting on the City's Website. Marketing materials will be provided for individual use for organizational marketing.
7. Promotion & Community Engagement: To maximize participation, the program will be promoted through various channels:
  - Social media campaigns and local news coverage.
  - Flyers and posters in community centers, parks, and schools.
  - Direct outreach to businesses, schools, and local organizations.
  - Public launch events to generate awareness.



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8. Evaluation & Success Metrics - Success will be measured by:

- Number of Trailblazers and active volunteers.
- Frequency and impact of maintenance activities.
- Reduction in litter and trail degradation.
- The level of garbage collected.
- Positive community feedback and engagement.
- Growth and sustainability of the program over time.

The Trailblazer Program is a cost-effective and community-driven initiative that will enhance the quality of our trails while fostering civic pride and environmental stewardship. We invite individuals and organizations to partner with us in preserving the natural beauty of our trails for generations to come.

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## EQUIPMENT SUMMARY

The Trailblazer Trailer is a mobile unit designed to support trail maintenance efforts by volunteers and organizations. Equipment shall include basic tools, safety gear, and supplies necessary for maintaining, repairing, and improving trails.

## TRAILER SPECIFICATIONS

- Color: Black
- [6' X 12' Victory Cargo Trailer](#)
- Tires: 15" Radial
- Shelving
- Cabinets
- Hooks
- Racks

*The trailer will be designed with a [vinyl wrap](#) and City promotional marketing.*

## ESSENTIAL TOOLS & EQUIPMENT

- Hand Tools
- Shovels (flat)
- Rakes
- Loppers
- Pruning shears
- Trashcans
- Wheelbarrow
- Brooms
- Garbage Pickers
- Buckets
- Heavy-duty trash bags
- Paint and graffiti removal supplies
- High-visibility vests



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## SAFETY GEAR

- Work gloves
- Safety goggles
- Hard hats
- First aid kit (with emergency contact information)
- Bug spray & sunscreen

All volunteers and organizations shall be responsible for the above Safety Gear. Personal application products vary in types and restrictions. The City shall not be responsible for personal application products and accepts no liability.

## MISCELLANEOUS ITEMS & CITY SUPPORT

- Signage (temporary "Trail Work in Progress" signs)
- Clipboards & pens (for volunteer sign-ins)
- Maps & work plans

Organizations shall be allowed with prior approval foldable chairs, canopy tent for break areas and a staging area for cleanups lasting greater than 4 hours.

## END OF TRAIL - STANDARD PROTOCOL

Volunteers shall be responsible for the end of day regular maintenance of City equipment.

- Ensure tools are cleaned, sharpened, and in good working order.
- Check inventory, keep a log of items to track usage and notify City staff of replacement items needed.
- Secure Storage: Use locks and weatherproof storage solutions to protect equipment prior to leaving the worksite.

City staff shall restock all items and equipment to prevent storage of trailer without items. Ready-To-Go standard for trailer shall be upheld at all times.

- Dispose of all waste at the conclusion of the clean up event.
- Ensure trailer is restocked, all items are cleaned and placed appropriately.
- Lock trailer and return to Maintenance Yard.



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### SECTION ASSIGNMENTS

**Section 1: JACQUIER ROAD** extending 2,270 feet (0 to 0.43 miles). Starts at the trailhead near Jacquier Road. Focus on El Dorado Trail – City Access Point entrance, example - *clearing vegetation and ensuring clear signage welcoming visitors and users at the trail's entrance.*

**Section 2:** 2,270 to 4,540 feet (0.43 to 0.86 miles) – Continues **ALONG THE PAVED PATH** in a rural through a wooded area. *Monitor for vegetation, litter and check trail surface for cracks.*

**Section 3:** 4,540 to 6,810 feet (0.86 to 1.29 miles). **APPROACHES THE WEBER CREEK BRIDGE AREA.** *Inspect area for graffiti or debris near the bridge and maintain trail corridor width.*

**Section 4:** 6,810 to 9,080 feet (1.29 to 1.72 miles). **INCLUDES THE WEBER CREEK BRIDGE** (around 1.5 miles from Ray Lawyer Drive). *Focus on drainage maintenance to prevent water pooling.*

**Section 5:** 9,080 to 11,350 feet (1.72 to 2.15 miles). **POST-BRIDGE SECTION;** check for erosion or ruts, especially after seasonal rains common in Placerville.

**Section 6:** 11,350 to 13,620 feet (2.15 to 2.58 miles). **NEAR MISSOURI FLAT ROAD CROSSING.** Maintain signage for safe road crossing and remove invasive plants.

**Section 7:** 13,620 to 15,890 feet (2.58 to 3.01 miles). Monitor for fallen branches or post-wildfire debris and ensure a smooth trail surface.

**Section 8:** 15,890 to 18,160 feet (3.01 to 3.44 miles). Focus on trash cleanup in this higher-traffic area closer to urban access points.

**Section 9:** 18,160 to 20,430 feet (3.44 to 3.87 miles). Ensure off trail access is not permissible, and signs are visible near potential trail junctions or access points.

**Section 10:** 20,430 to 22,700 feet (3.87 to 4.3 miles). **ENDS AT RAY LAWYER DRIVE PARK AND RIDE.** Focus on litter removal near the parking area and final signage checks.



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## ATTACHMENT DOCUMENTS REQUIRED

1. City of Placerville Waiver – DRAFT
2. Certification of Orientation – pending
3. Trailblazer Application – pending

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### Capital Outlay Request Form

Name of Capital Outlay	<i>Trail Maintenance Trailer</i>
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Description of Capital Outlay	<p><u>6 X 12 Interstate Victory Cargo Trailer</u>: 15" radial tires and a 2-5/16" ball hitch featuring a 7-way plug LED clearance and tail lights, along with undercoating, ensure visibility and protection on the road ample cargo space, measuring 15' 10" in length, 7' 10" in width, and 8' 1" in height overall, with interior dimensions of 12' 4" in length, 5' 8" in width, and 6' 1" in height rear door, standing at 5' 6" tall and 5' 3" wide, provides easy access for loading and unloading various items. With a GVWR of 7000 lbs. and an empty weight of 1760 lbs., it's sturdy enough to handle heavy loads, making it ideal for contractors, landscapers, and outdoor enthusiasts. Featuring electric brakes on two axles and a spring axle suspension, it offers stability and control while towing, ensuring a smooth and safe ride. Built with a tube frame, 24" frame centers, and 16" wall centers, and featuring 3/4" plywood flooring and 3/8" plywood walls</p>	
Number of Units	1-One (plus equipment)	
Cost per Unit	<p>\$7,350.00      Unit Cost</p> <p>\$325.00        Shelving / Storage</p> <p>\$500.00        Shipping/freight</p> <p>\$6,500.00      Industrial Trash Cans</p> <p>\$3,000.00      Equipment</p> <p>\$4,000.00      Tax &amp; Contingency</p> <p>\$2,500.00      Decals</p> <p>\$625.00        STIHL Edger/Trimmer Tool Only</p> <p>\$450.00        STIHL Battery- Cordless Blower Kit</p> <p>\$350.00        AK 30 Lithium-Ion Battery</p>	
Total Budget	\$25,600.00	
Need Statement	<p>A mobile unit carrying tools and supplies for volunteers maintaining trails. Includes items such as, shovels, rakes, loppers, pruning saws, trash bags, gloves, and safety gear. Deliver trailer to section of trail and place for use by volunteer groups.</p>	
Description of items to be replaced:	<i>New Items</i>	



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If approved, account number to  
be budgeted.

100-1230-453.62.20

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