



Adopt-A-Road Program

Terms & Provisions

Purpose

The Adopt-A-Road Program's primary intention is to encourage and facilitate the involvement of volunteer groups in litter clean up in specifically agreed upon areas of roads, to control debris, clean and beautify our community.

The applicant organization and its participants agree as follows:

1. We agree to provide litter maintenance in an area or section of an area described in the application.
2. We agree to pick up litter at the adopted location at least four times per calendar year. All activities will occur during daylight hours. Applicant shall inform the City of the requested date at least five business days in advance and are subject to the Department of Public Work's approval.
3. We agree to confine the work to the assigned area or section.
4. We agree to place all litter in trash bags. The trash bags and any bulky items will be left in a designated location(s) determined by the Public Works Department.
5. We agree that all participants will view the safety training video prior to their first cleanup event and annually thereafter. A review of safe work practices will occur with all participants prior to every work session.
6. We agree to submit to the City a signed volunteer agreement from each participant prior to their first cleanup event. Volunteer agreements must be renewed annually.
7. We agree to provide adequate adult supervision for all participants. We agree to provide release of liability from the guardian or parent of each participant between the ages of 12 and 18.
8. We agree to pick up and return equipment or supplies borrowed from the Public Works Department during regular business hours within three business days of their use.
9. We agree to leave in place any hypodermic needles or materials that might be hazardous, too large or too heavy to be safely moved by hand and report the location of said materials to the Public Works Department.

The Public Works Department agrees to:

1. Assist in identifying a suitable areas or sections of roads for adoption.
2. Inspect all requested adoption locations to evaluate maintenance needs and safety conditions. The Public Works Director retains the right to deny any location for adoption because of safety considerations.
3. Provide access to safety training videos for groups
4. Provide safety vests, traffic signs, litter pickup sticks, garbage bags and the removal of filled bags.



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Safety Rules

I. Purpose:

These safety rules are designed for the protection of yourself and others. Your group coordinator is responsible to ensure compliance with these safety rules. Abiding by these safety rules will help make your Adopt-a-Road work a positive experience.

II. Clothing:

Proper work attire shall include but not be limited to the following:

- A. Work gloves
- B. Light colored clothing
- C. Long pants/jeans
- D. Long sleeve shirts
- E. Appropriate shoes, (preferably leather shoes with durable soles).
- F. City provided Level II safety vest (worn at all times as the outermost layer)

III. Working on road:

The roadside/street environment can be hazardous if the safety rules are not followed. To make your Adopt-a-Road experience safe follow these rules:

- A. Place City provided safety signage according to layout diagram before beginning work. Remove safety signage after completion of work.
- B. Always walk facing traffic.
- C. Litter, litter bags, stones or any object(s) shall not be thrown across any road.
- D. Filled litterbags or bulky items shall not be placed on the asphalt or traveled portion of a road. Litter bags or bulky items shall only be placed at the location(s) designated by the Public Works Department.
- E. If the project requires additional work that cannot be completed in one day, the project site must be made safe and secure until the project can be completed.
- F. Do not walk along or in the road island and medians.

IV. Safe Parking:

- A. Participant's vehicles shall be parked in a safe place and manner.
- B. Obey all designated parking signs.
- C. Participant vehicles shall not be parked such that they obstruct visibility of any official road directional sign.
- D. Unoccupied vehicles shall have the engine turned off with parking brake on.



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Safety Rules, Continued

- V. Hazardous Substances:
 - A. Items that are suspected of containing hazardous or toxic substances shall be left untouched and the area around them shall be avoided. Examples of such materials include pesticide containers, barrels, drums, powders or fertilizers and fertilizer containers.
 - B. Report all findings of hazardous materials and their location to the Public Works Department.
 - C. Precautionary measures shall be taken to prevent exposure of infectious disease such as hepatitis. Sources of probable pathogens are soiled diapers, sanitary napkins, spoiled food, dead animals and human waste.
 - D. Preventative measures include:
 - a. Wearing disposal gloves
 - b. Washing hands with soap and water before eating or smoking
 - c. Avoid contact of pathogens with eyes, open cuts, scratches, sores or rashes
 - d. Immediately clean/wash, medicated and bandage open cuts or scratches

Occasionally hypodermic needles may be found. These needles are a potential source of blood-borne infectious disease. DO NOT touch or handle any needles. Report all findings and their location to the Public Works Department.

- VI. Weight of the Litter Bags
The total weight of any litterbag regardless of size (32 gal to 55 gal) shall not exceed 30 lb. A general rule of thumb is that anyone can lift a filled litterbag with one hand up to waist height.
- VII. Foreign Objects in Litter Bag
There shall be no objects placed in a litterbag so as to cause tearing of bag or a protruding object that could cause personal injury to a person picking up the bags for disposal. These objects shall be collected and placed next to the filled litterbag or at the collection site.

PRECAUTION AND GOOD JUDGMENT SHALL BE USED AT ALL TIMES