



City of Independence Adopt-A-Street Program Application

Name of Group/Individual: _____

Name of Group Spokesperson: _____ Ph: _____

Address: _____ Email: _____

of Participants: _____ Name to appear on sign: _____

Area or Section of Street / Trail Requested for Adoption: _____

In consideration of the granting of this permit to enter onto and or occupy the aforementioned right-of-way(s), the permittee, the group, the volunteer participants or their agents agree to release and discharge the City of Independence, its officers, employees and agents from any and all claims, actions, demands and causes of action arising out of the work performed, the actions performing the work or the implementation of the terms of this permit. Further, the permittee agrees to indemnify, hold harmless and defend the City, City Council, its officers, employees and agents against all claims, actions and demands, and all expenses incidental to investigation and defense, arising from the permittee's use and occupancy of the City property or right of way.

Any and all volunteers of the group or other persons while engaged in the performance of any work or service under this agreement shall not be considered employees of the City of Independence and are not covered by the provision of ORS 656 (Worker's Compensation) while performing the terms of this permit.

Special Terms and Conditions of Permit:

1. All participants shall sign a release of liability on forms provided by the City and submit said release to the City prior to commencing work.
2. All participants shall view the Safety Training Video and review the Safety Rules prior to commencing work.
3. Other Conditions: _____

I/we understand that the City of Independence Public Works Department reserves the right to refuse, cancel or revise an Adopt-a-Program permit at the City's sole discretion. The applicant acknowledges the hazardous nature of the work and agrees to comply with the terms and conditions of the program and its safety rules to the satisfaction of the Public Works Department.

The undersigned understands that this permit is issued pursuant to the terms and conditions contained herein and is further bound by the terms of the program rules and Department policies and procedures.

Applicant

Date

Approved By

Date

City of Independence Adopt-A- Street Program

Terms & Provisions

Purpose

The purpose of the Adopt-A- Street Program is to provide the citizens of Independence an opportunity to control litter, clean, beautify, and improve the appearance of local streets, trails and streams. This program's primary intention is to encourage and facilitate the involvement of volunteer groups in litter clean up and maintenance work in specifically agreed upon areas of streets, trails and streams.

The applicant organization and its participants agree as follows:

1. We agree to provide maintenance in an area or section of an area described in the permit.
2. We agree to pick up litter at the adopted location at least two times per calendar year. All activities will occur during daylight hours. Applicant shall inform the City of the requested date at least one week in advance 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. Bring filled trash bags to Public Works, if you can't make arrangements with Public Works for pickup.
5. We agree that all participants will review the safety training video prior to commencement of work and a review of safe work practices will occur with all participants prior to every work session.(ODOT Safety Training Video: <https://www.youtube.com/watch?v=3QMIPkShOFA&feature=youtu.be>)
6. We agree to obtain and submit to the City a signed release form and liability statement from each participant prior to commencing the initial cleanup event.
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 one week 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 streets, trails or streams 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 safety equipment, traffic signs, litter pickup sticks, garbage bags and the removal of filled bags.
4. Provide an identifying traffic sign, stating the name of the group or individual performing the pickup. The sign will be ordered and placed once 3 pickups have been performed.

City of Independence

Adopt-A- Street Program

Safety Rules

I. Purpose:

These safety rules are designed for your protection as well as other people you will be working with. Your group spokesperson is responsible to ensure compliance with these safety rules. Abiding by these safety rules will help make your Adopt-a-Program 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 Class II safety vest (worn at all times as the outermost layer).

III. Working on street:

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

- A. Prior to beginning work, place the City-provided safety signage:
 - 1. A minimum 100 feet in advance of the work area;
 - 2. Not in a travel lane;
 - 3. On the shoulder or outside of the fog line.
- B. Always walk facing traffic.
- C. Litter, litter bags, stones or any object(s) shall not be thrown across any street.
- D. Filled litterbags or bulky items shall not be placed on the asphalt or traveled portion of a street. 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 street island and medians.
- G. Remove safety signage after completion of work.

IV. Safe Parking:

- A. Participant 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 street directional sign.
- D. Unoccupied vehicles shall have the engine turned off with parking brake on.

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 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 germs are soiled diapers, sanitary napkins, spoiled food, dead animals and human waste.
- D. Preventative measures include:
 - 1. Wearing disposal gloves
 - 2. Washing hands with soap and water before eating or smoking
 - 3. Avoid contact of germs with eyes, open cuts, scratches, sores or rashes
 - 4. Immediately clean/wash, medicated and bandage open cuts or scratches.
- E. Occasionally hypodermic needles may be found. These needles are a source of Hepatitis and AIDS. 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 his or her waist.

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.

VIII. Miscellaneous

- A. The use of any controlled substances (drugs and/or alcohol) is strictly prohibited.
- B. Rock throwing or the throwing of any item is strictly prohibited.
- C. Avoid poison oak/ivy and other noxious weeds.
- D. Use of headsets, or anything else that may affect your hearing, is prohibited.
- E. Adult supervision is required for participants between the ages of 12 and 18.

PRECAUTION AND GOOD JUDGMENT SHALL BE USED AT ALL TIMES!!

**City of Independence
Adopt-A- Street Program**

Liability Release

An original copy of this form MUST be on file with the City of Independence for every volunteer before that volunteer may participate in a cleanup.

I, (please print) _____ hereby release the City of Independence , City Council, its officers, employees and agents from any and all claims, actions, demands, or claims for damages or personal injury to myself or damage to any property owned by me or others as a result of my performing community service activities under the City of Independence Adopt-a-Street Program.

Dated this _____ day of _____, _____.

Group Name

Area or Section of Street Adopted

Volunteer Name

Signature

Address

City, State, Zip

If volunteer is a minor, signature of parent or guardian is required:

Parent or Guardian Name

Signature of Parent or Guardian

Address

City, State, Zip

City of Independence Adopt-A- Street Program

Insurance Information for Volunteers

Thank you for volunteering your time and talents with the City of Independence. We hope that you will enjoy your volunteer experience. Please let us know how we can make this the most rewarding experience possible.

The City of Independence has an excellent safety record for both our staff and volunteers. Even though we do not anticipate any problems, we want you to understand the extent to which our volunteer program is covered by the City's insurance.

As a volunteer, you are NOT covered by the City of Independence's Workers Compensation program. You are urged to have your own health insurance in the event you are injured while performing your volunteer duties.

You are covered by the City's General Liability Fund. This will protect you in the event of property damage or accidental injury to the public as a result of your volunteer duties assigned by the City.

As a volunteer, you are NOT covered by the City of Independence's Auto Insurance Policy. If you drive a motor vehicle as part of your volunteer duties, you must have a valid Oregon Driver's License and your own auto insurance.

If you have any questions, feel free to call Public Works at 503-838-4781.

I have:

1. Read this information on volunteers and insurance coverage.
2. Viewed the ODOT Safety Training Video:
<https://www.youtube.com/watch?v=3QMIPkShOFA&feature=youtu.be>

Group Name

Date

Volunteer Name

Signature

Area or Section of Street



Public Works Department
 PO Box 7
 Independence OR 97351
 503-838-4781
 503-838-2599 (Fax)

**Adopt-A- Street Program
 Equipment Release and Removal Report**

Clean Up Date: _____ Date Equipment Issued: _____

Group Name: _____

Location: _____

EQUIPMENT ISSUED

Equipment	# Issued	# Returned	Date Returned
Vests			
Grabbers			
Bags			
Signs			

REMOVAL REPORT

Total Number of Bags of Debris Removed: _____

Total Volunteer Hours Worked: _____

Hazardous Materials and Location: _____

Large/Heavy Items / Location: _____

Comments/Concerns: _____

