



City of West Orange, Texas Adopt-A-Street Program

Program Description, Rules & Process

The Mission

To clean and beautify the community through volunteerism and to encourage community participation through promoting community pride in clean neighborhoods.

What is “Adopt-A-Street?”

Any individual or volunteer group (*minimum 2 people, however, 10 to 12 people recommended*) willing to make a two-year commitment to clean a section of a city street.

Groups include, but are not limited to:

- Community groups
- Church groups
- Schools
- Youth groups
- Employee groups

Which streets are “adoptable?”

Any streets inside the city limits of West Orange are eligible to be adopted with the exception of the following:

- Irving Street
- Western Ave. (*between Foreman Rd & Hwy 87*)
- FM 105 (between Hwy 87 & Pearson St.)

What do volunteer groups do?

Once a group has adopted a street, they are responsible for the following:

- Scheduling clean-up dates and notifying West Orange City Hall Public Works Dept. at (409)883-3468
- Obtaining safety vests (*or brightly-colored shirts*) and grabbers recommended

- Monitoring any volunteers during the clean-up event
- Contacting WO City Hall at after each event with a status report

What is the process?

- All group members agree to obey and abide by all the laws and regulations relating to safety as may be required by the City of West Orange.
- Complete in its entirety, and sign, the Adopt-A-Street application packet
- Have every member of group (*or their parent or guardian if under age 18*) sign the Waiver of Liability Form
- Submit all completed paperwork to the attention of the Public Works Director, City of West Orange

Team Leader Responsibilities

Designated team leaders from each volunteer group shall be the key contact or the Public Works Dept. The team leader will be responsible for:

- Scheduling of clean-up days (*at least three [3] annually*)
- Ensuring that all safety guidelines are being followed at the worksite
- Contacting the Public Works Dept. after each event

Volunteer Responsibilities

Volunteers are required to read, understand and abide by the Safety Guidelines and Waiver of Liability Acknowledgment Form and sign the Acknowledgment Form. Volunteers must clean their adopted street at least three (3) times per year on a day coordinated with their team leader.

City Responsibilities

- Provide trash bags for event, if requested
- Pick up and dispose of filled trash bags from adopted roadway sections
- Provide recognition/signage for groups with an adoption period of one year

Recognition/Signage

Volunteer groups adopting a street will receive two (2) street signs posted at the adopted site which will be viewable when entering the area, after successfully completing the initial clean-up.

NOTE: Signs may not be posting of Texas Dept. of Transportation (TxDOT) rights-of-way, so the City will try to find a location that is as close to the site as possible, but not, on a TxDOT right-of-way.

If the adopted area is located within a neighborhood

Safety Guidelines

As we work together to clean our community, we should all exercise caution so that we can prevent injury. The following is a list of safety tips that will help make the Adopt-A-Street Program successful for all:

- Consider attire to avoid sunburn and insect bites
- Wear high visibility clothing and/or safety vests
- Use a buddy system to look out for each other
- Watch out for traffic
- Be on the watch for snakes around logs, tall grass and other likely places
- Under no circumstances should you attempt to pick up syringes or hypodermic needles!
- Work during daylight hours and non-peak traffic hours
- Do not work in inclement weather
- Do not over-exert yourself, especially on hot days
- Drink plenty of water to avoid dehydration

- Should any hazardous waste be found during clean-up, note the location and notify the City of West Orange Public Works Dept. Do not attempt to handle or move any hazardous waste or materials.
- Avoid noxious weeds such as poison ivy or poison oak
- Avoid any sharp objects
- Avoid areas where stinging insects may be located
- Do not overload trash bags or attempt to lift too much weight
- No materials, other than what fits the criteria of "household garbage" should be picked up
- Only pick up what can be disposed of inside of a trash bag
- Leave filled and tied trash bags in adopted area off of roadway for pickup by City
- Use common sense and be alert

To apply, visit City website at www.cityofwestorange.com to download the Program packet.

For more information, email adoptastreet@cityofwestorange.com





City of West Orange, Texas Adopt-A-Street Program Contract

The City of West Orange (“City”) and _____ (*name of organization or individual, hereinafter referred to as “Entity”*) recognize the need and desirability of litter-free and visually improved streets.

The Adopt-A-Street Program has been established for community and civic organizations as well as private businesses and industry to contribute toward the effort of maintaining cleaner and more beautiful streets in West Orange. The purpose of the Adopt-A-Street program is to encourage community residents and organizations to adopt streets and keep them litter-free. The adopted streets are to be cleaned at least three (3) times per year to maintain a healthy environment and to produce feelings of pride in our beautiful city.

The Entity understands that the work to be performed can result in physical injury or damage to property and agrees to assume the risk. The Entity hereby agrees to release and hold harmless the City of West Orange, its officers, employees, agents and assigns respectively from liability for any and all claims, damages or injuries of any kind of nature which the Entity, its employees, members, participants or agents may cause or suffer as a result of participation in the program.

Each volunteer participant is required to read, understand and abide by the Safety Guidelines as well as sign the Waiver of Liability Form. The minimum age to participate in the program is 12 years old. There **MUST** be at least one (1) adult supervisor over the age of 21 at the work site for every five (5) minors present.

The Entity agrees that signs bearing the Entity’s name will be installed solely at the discretion of the City of West Orange. The text requested to be placed on the sign is: _____

Street(s) to be adopted is (are):

NAME OF STREET	FROM (<i>Street Name</i>)	TO (<i>Street Name</i>)

This contract shall become effective on _____, 20____ and shall end on _____, 20____. The contract commitment is for a minimum of two (2) years. Items collected by Adopt-A-Street participants should be litter and debris that can fit into trash bags. No tires, brush or other bulky items are collected as part of the program.

It is the responsibility of the Entity to ensure that the area is clean. The City reserves the right to inspect the adopted area(s) and issue a notice should the area not meet a reasonable standard. If the entity fails to correct the situation, the City shall remove recognition signs (if applicable) from the adopted streets and void the contract.

The City of West Orange reserves the right to terminate this agreement at any time.

ENTITY

CITY OF WEST ORANGE

Team Leader

Authorized Representative

Printed Name

Printed Name

Date

Date

Contact Person Mailing Address: _____

City, State, Zip: _____

Email Address: _____

Daytime Phone: _____ Cell Phone: _____

Return this form along with application to:

Adopt-a-Street Program
West Orange City Hall
2700 Western Avenue
West Orange, Texas 77630



City of West Orange, Texas Adopt-A-Street Program Waiver of Liability

I, the undersigned person, of _____ County, Texas, for and in consideration of the City of West Orange's permission to participate in the Adopt-A-Street Program coordinated by the City's Public Works Department, whereby volunteers from the community collect litter and trash along roadways with the city limits of West Orange, do hereby agree to release, indemnify and hold harmless the City of West Orange, its agents, officers, employees and volunteers from any and all claims, liabilities, demands, damages, actions or causes of action of any kind or character (including, without limitation, attorney's fees, costs and expenses) that may arise in any manner by reason of death, injury, damage to my person or property or both as a result of my participation in the Adopt-A-Street Program.

I understand that during my participation in the Adopt-A-Street Program, I am subject to the rules and regulations of the City's Adopt-A-Street Program. I also understand and agree that this Waiver of Liability is binding upon by executors, administrators, personal representatives, collectors, heirs, successors and assigns.

Signed this _____ day of _____, 20_____.

Signature of Volunteer

Printed Full Name of Volunteer

Signature of Witness

Printed Full Name of Witness

*Signature of Parent or Guardian if
under 18 years of age*

*Printed Full Name of Parent or Guardian if
under 18 years of age*