



## **City of Orange**

### **Adopt-a-Street Program**

#### **Checklist**

- Program Description, Rules, and Process**
  
- Safety Guidelines (each participant must sign and return)**
  
- Adopting Group Contact Information**
  
- Contract**
  
- Waiver of Liability (each participant must sign and return)**



## **City of Orange**

### **Adopt-a-Street Program**

#### **Program Description, Rules, and 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 volunteer group with a minimum of two (2) people (ten to twelve individuals recommended) willing to make a two-year commitment to clean a section of a city street can join. Groups include, but are not limited to:

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

##### **Which streets are adoptable?**

Any street inside the city limits of Orange is eligible to be adopted.

##### **What do volunteer groups do?**

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

- Scheduling clean-up dates with volunteers and notify the Planning Department of the date
- Obtaining safety vests, trash bags and grabbers.
- Monitoring volunteers during the clean-up event.
- Contacting the Planning Department at 409-883-1034 after each event for a status report.

##### **What is the process?**

- Complete the Adopt-a-Street application.

- Review and sign the safety guidelines sheet (each member of the team must sign the sheet to verify that he or she has read and will abide by all safety guidelines).
- Complete the Waiver of Liability form (each member of the team must sign a waiver in order to participate) and submit along with the application.

### **Team Leader Responsibilities**

Designated team leaders from each volunteer organization/group shall be the key contact for the Planning Department staff. The team leader will be responsible for:

- Scheduling of clean-up days (at least three times annually).
- Ensuring that all safety guidelines are being followed at the work site.
- Contact the Planning Department after each event.

### **Volunteer Responsibilities**

Volunteers are required to read, understand, and abide by the Safety Guidelines as well as sign the safety guidelines review sheet and waiver form. Volunteers must clean their adopted street at least three (3) time per year on a day coordinated with their team leader.

### **Recognition**

Volunteer organizations adopting a street will receive two (2) street signs posted at the adopted site, which will be viewable when entering the area from either direction, after successfully completing the initial clean-up. Note: signs may not be posted on Texas Department of Transportation (TxDOT) rights-of-way so the City will try and find a location that is as close to the site but not on a TxDOT right-of-way.



## City of Orange

### Adopt-a-Street Program

#### 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 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
- ❖ Do not attempt to handle hazardous substances (car batteries, pesticide containers)
- ❖ 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
- ❖ Use common sense and be alert!

I have read and understand the Adopt-a-Street Safety Guidelines.

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Signature of Participant

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Printed Full Name of Participant

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Signature of Parent or Guardian if under 18

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Printed Full Name of Parent or Guardian



## City of Orange

### Adopt-a-Street Program

#### Adopting Group Contact Information

Name of Organization/Group: \_\_\_\_\_

**Primary Contact Person:**

Print Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

**Secondary Contact Person:**

Print Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

**Return this form along with application to:**

Adopt-a-Street Program  
Planning and Community Development Department  
City of Orange  
PO Box 520  
Orange, Texas 77630  
Email: [knnauf@orangetx.org](mailto:knnauf@orangetx.org)



## City of Orange

### Adopt-a-Street Program Contract

The City of Orange (hereinafter referred to as "City") and \_\_\_\_\_ (name of business, organization or individual, hereinafter referred to as "Entity") recognize the need and the 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 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 annually 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 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 a 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 group's name will be installed solely at the discretion of the City of Orange.

The text to be placed on the sign is: \_\_\_\_\_

\_\_\_\_\_

The street(s) to be adopted is (are):

Name of Street	From (Street Name)	To (Street Name)

The Entity volunteers are to pick up litter at least three (3) times per year along the street(s) adopted. 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 Adopt-a-Street program.

It is the responsibility of the Entity to ensure that the area is clean. The City reserves the right to inspect the adopted areas and issue a notice should the area not meet a reasonable standard. If the organization fails to correct the situation, the City shall remove recognition signs from the adopted streets and void the Adopt-a-Street contract.

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

**ENTITY**

**CITY OF ORANGE**

\_\_\_\_\_  
Team Leader

\_\_\_\_\_  
Authorized Representative

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



## City of Orange

### Adopt-a-Street Program

#### Waiver of Liability

I, the undersigned person, of \_\_\_\_\_ County, Texas, for and in consideration of the City of Orange's permission to participate in the Adopt-a-Street Program coordinated by the Planning and Community Development Department, whereby volunteers from the community collect litter and trash along roadways within the city limits of Orange, do hereby agree to release, indemnify and hold harmless the City of Orange, its agents, officers and 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, that I am subject to the rules and regulations of the City of Orange'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 Participant

\_\_\_\_\_  
Printed Full Name of Participant

\_\_\_\_\_  
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