

CITY OF COMMERCE CITY

Adopt-a-Street Program



Commerce City Public Works

9/23/2013

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Overview of Adopt-a-Street Program:

The City of Commerce City Adopt-a-Street Program allows civic minded families, businesses and groups to adopt a section of street in Commerce City to keep clear of litter and debris. This program operates at the City's discretion and may be discontinued at any time.

Who can participate?

The program is open to any Commerce City family, Commerce City-based business, or Commerce City-based service group that can demonstrate a sufficient number of members and a willingness to accept responsibility for adopting a street for at least one year. After the one-year term, the adopting group may be allowed to continue its adoption of the street for another one-year term. To participate, an adopting group must:

- Complete the City's Adopt-a-Street Application
- Discuss with City staff which segment of road the group would like to adopt
- Agree to perform a cleanup at least four times in one calendar year
- Have all Group Leaders (as identified in the application) review the application packet and safety videos
- Require all participants to sign Release of Liability Agreements prior to participating in a cleanup
- Inform the City at least two weeks prior to a cleanup
- Require all participants wear a safety vests during the cleanup
- Ensure all participants obey all program rules

What will the City do?

- Assign the adopting group a street section to be cleaned
- Provide safety vests and garbage bags
- Conduct a safety meeting with the adopting group's Group Leaders before its first cleanup
- Provide trash pickup and disposal after the event
- After the first successful cleanup event, erect two City-owned Adopt-a-Street signs (one in each direction of travel) identifying the adopting group. The content, timing and placement of the signs are at the discretion of the City and are dependent upon various factors including, but not limited to, City funding, staffing and availability of adequate right-of-way to place the sign.

What streets are eligible for adoption?

Not all City streets are available for this program. City staff has developed a list of streets (see Page 8) that meet certain safety and location criteria. The only streets available for the program are major arterials with adequate parking for participants.

How to participate?

Interested parties should contact Commerce City Public Works at (303) 289-8160 or visit the City's Website at: <http://www.c3gov.com>

Adopt-a-Street Application

Any group wishing to participate in the City of Commerce City's Adopt-a-Street program must fill out this application. An applicant may register a group only if the applicant is authorized by such group to represent it.

Name of Adopting Group: _____

Telephone Number: _____

Mailing Address: _____

Zip: _____

Approximate Number of People Participating in Each Cleanup: _____

If the City determines at any time that an adopting group does not have sufficient membership or participants, the City may assign to the adopting group a different street or stretch of a street or terminate the adopting group's participation in the program.

Group Leader(s):

Each adopting group must have one or more Group Leaders registered with the City. A Group Leader is responsible for scheduling cleanup dates with the City, providing City-distributed safety items to all cleanup participants, and ensuring all participants follow Adopt-a-Street program rules. An adopting group may not conduct a cleanup if there is no Group Leader present. Commerce City will only recognize as Group Leaders those who have signed the Adopt-a-Street Application. The application must be updated as Group Leaders change.

Group Leader Name (Printed): _____

Signature & Date: _____

Additional Group Leader Name (Printed): _____

Signature & Date: _____

Additional Group Leader Name (Printed): _____

Signature & Date: _____

Recognition:

- After an adopting group has performed the first successful cleanup that passes the City's inspection, the City will erect two City-owned Adopt-a-Street signs (one in each direction of travel) identifying the adopting group.

- Due to factors that limit sign size, adopting groups are asked to submit both their desired sign display name and an alternative display name.
- The City reserves the right to choose the name displayed on any Adopt-a-Street sign, which name may be different from both the desired and alternative sign display name.

Desired display name: _____

Alternative display name: _____

Desired Section of Street:

Not all City streets are available for adoption. Prior to submitting this application, the applicant must communicate with the Adopt-a-Street coordinator to determine which street segments are available. The applicant must then select which available street section the adopting group would like to adopt.

Desired Street Section: _____

What You Should Know:

Potential dangers involved while participating in this program can include, but are not necessarily limited to: high speed traffic, noxious plants, broken glass, hazardous materials, sharp metal, hypodermic needles and potentially harmful wildlife such as snakes and skunks.

Commitment:

Once an adopting group has adopted a street section, it will be responsible for assisting the City in the maintenance of the adopted street section for one year. After the first year, the City may, in its discretion, decide to allow the adopting group to continue to assist in the maintenance of the adopted street section for another year. The City requires that the adopting group follow all of the rules and terms listed in the Adopt-a-Street Information Sheet, Program Rules, and Application documents. If an adopting group fails in this commitment, the City may, in its discretion, eliminate that adopting group from the Adopt-a-Street program.

I, _____, am authorized to represent the Adopting Group listed on this form for the purpose of applying for the participation in the City of Commerce City's Adopt-a-Street program. I have read the Adopt-a-Street Information Sheet, Program Rules, Information and Safety Tips, Application, and Release of Liability documents, and I and my organization agree to abide by all terms and conditions of the program.

Signature & Date: _____

Adopt-a-Street Program Rules

- The City has the sole authority to determine whether an application is accepted or rejected, and whether a street section will or will not be available for adoption.
- When an application is approved, the applicant shall execute a written agreement with the City on behalf of the adopting group. The adopting group's cleanup participants shall abide by all rules and safety requirements of the program.
- Prior to their first cleanup, all participants will attend a safety meeting in which the cleanup participants will view the web videos *Spruce Up Colorado Volunteer Safety* and *Meth Lab Waste Recognition*. The City will provide the web link for the videos: <http://www.coloradodot.info/programs/adopt-a-highway/safety-videos.html>. It is the responsibility of the Group Leaders to arrange and hold this meeting.
- The adopting group must notify its assigned City contact(s) of a planned cleanup at least 2 weeks prior to the cleanup to ensure trash bags will be retrieved by the City.
- While performing activities on City rights-of-way, the method, manner, and appearance of the participants must not in any way distract, disrupt or adversely impact traffic.
- The City prohibits the possession, consumption, or being under the influence of alcohol or drugs while performing a cleanup.
- The adopting group shall provide at least one (1) adult supervisor for every eight (8) participants between 13 -17 years of age and at least one (1) adult supervisor for every four (4) participants between 6-12 years of age. No one under the age of six will be allowed to participate in or attend a cleanup.
- All participants must sign a Release of Liability Agreement prior to a first cleanup.
- An adopting group will notify its assigned City contact(s) within 30 days, but not later than 2 weeks prior to its next cleanup, in the event of any Group Leader change and/or change of address.
- Cleanups may occur only between one hour after sunrise and one hour before sunset and not during inclement weather.
- The term of the agreement will be for a period of one year. Adopting groups must perform at least four cleanups each year.
- After the first year, the adopting group may agree to an additional one-year term or terminate its participation in the program.
- The City reserves the right to cancel any agreement due to failure to meet provisions of the program or for safety reasons.
- Participants shall follow all of the listed Safety tips including wearing safety vests at all times. The vests should be returned to the City when the group no longer wants to participate in the program.
- All trash should be bagged with tops tied shut, visible behind the curb or edge of road where it can be seen.
- Please contact the City if you no longer wish to participate in the program so the street can be made available to others.

Information and Safety Tips (Do's and Don'ts)

- NEVER pick up litter:
 - On the roadway surface or on medians.
 - Close to the edge of the road.
 - On construction sites.
 - On bridges or overpasses.
 - In fast moving water, on slippery rocks, steep banks or where water runs under roads.
 - In the dark.
 - When the weather is wet, cold, snowing or under other dangerous climate conditions.
 - While under the influence of alcohol or drugs.
 - If you suspect the litter might be hazardous or dangerous. If so, call 911 for help immediately.
- DO NOT play around or do anything that will distract passing drivers or other volunteers.
- DO NOT pick up or handle dead animals.
- DO NOT work during peak travel times when traffic is heavy.
- DO NOT overfill trash bags so that they are too heavy or carry a heavy bag long distances; a partially filled bag is fine.
- DO NOT overexert yourself – take breaks, drink liquids and dress appropriately for the weather.
- DO NOT bring small children or pets along on cleanups.
- DO car pool to cleanup sites to keep the number of vehicles on the roadside at a minimum.
- DO park off of the road as far away from the pavement edge as possible. Use parking lots and wide spots whenever possible.
- DO stay on the right-of-way facing traffic and stay with your team.
- DO leave trash bags along the street so they are visible for pickup. Larger items, such as hubcaps, wood, tires, etc. can be piled on top of the bags for pickup.
- DO wear the reflective safety vest provided for volunteers so that you can be seen. Be sure you have it on from the moment you leave your vehicle at the pickup site.
- DO wear light- or bright-colored protective clothing, hard-soled shoes and sturdy work gloves.
- DO use sun block and insect repellent and wear a hat.
- DO work only in daylight and in fair weather.
- DO drink plenty of fluids on hot days, and rest if you get tired.
- DO stay alert for snakes and noxious weeds; do not touch them.
- DO stay alert for traffic when crossing side roads and driveways. Cross with signals.

Adopt-A-Street Program Segments				
9/6/2013				
				Length
Segment	Street	From	To	(miles)
1	Quebec Street	56th Avenue	64th Avenue	1.0
2	Quebec Street	64th Avenue	72nd Avenue	1.0
3	Quebec Street	72nd Avenue	Highway 2	1.1
4	Rosemary Street	Highway 2	88th Avenue	1.0
5	56th Avenue	Quebec Street	I-270	1.4
6	56th Avenue	I-270	Brighton Boulevard	0.8
7	York Street	58th Avenue	Brighton Boulevard	0.6
8	Colorado Boulevard	Brighton Boulevard	74th Avenue	1.6
9	52nd Avenue	Colorado Blvd	Ivy Street	1.6
10	Dahlia Street	56th Avenue	52nd Avenue	1.0
11	Ivy Street	52nd Avenue	48th Avenue	1.0
12	48th Avenue	Forest Street	Pontiac Street	2.2
13	88th Avenue	I-76	Highway 2	1.5
14	88th Avenue	Dahlia Street	I-76	1.0
15	Yosemite Street	88th Avenue	92nd Ave	0.5
16	92nd Avenue	Yosemite Street	Heinz Way	0.3
17	Heinz Way	92nd Avenue	96th Avenue	0.7
18	Havana Street	96th Avenue	Joliet Street	1.0
19	Havana Street	104th Avenue	112th Avenue	1.2
20	Havana Street	112th Avenue	120th Avenue	1.1
21	Joliet Street	Havana Street	104th Avenue	1.0
22	96th Avenue	I-76	Highway 2	1.8
23	96th Avenue	Highway 2	Potomac Street	2.0
24	96th Avenue	Potomac Street	Buckley Road	1.8
25	Buckley Road	96th Avenue	88th Avenue	1.0
26	88th Avenue	Buckley Road	Tower Road	1.0
27	Tower Road	88th Avenue	104th Avenue	2.0
28	Tower Road	104th Avenue	120th Avenue	2.0
29	Chambers Road	120th Avenue	104th Avenue	2.0
30	Chambers Road	104th Avenue	96th Avenue	1.0
31	104th Avenue	Highway 2	Chambers Road	2.0
32	104th Avenue	Chambers Road	Tower Road	2.0
33	Brighton Road	104th Avenue	112th Avenue	1.0
34	Brighton Road	112th Avenue	120th Avenue	1.1
35	Peoria Parkway/Street	104th Avenue	112th Avenue	1.2
36	Peoria Street	112th Avenue	120th Avenue	1.0
37	112th Avenue	Peoria Street	Brighton Road	1.8
38	120th Avenue	I-76	Tower Road	2.3
39	120th Avenue	Brighton Road	Peoria Street	1.3