



Adopt-A-Street Program

GENERAL INFORMATION

The purpose of the Adopt-a-Street program is to enhance the quality of life and pride in our city by presenting and maintaining clean and attractive roadways for residents and visitors alike. We sincerely appreciate your willingness to assist us in this effort. Below are some general guidelines and information of which to be aware.

TERMS AND CONDITIONS

The City of The Colony, hereinafter called the “City” and _____ hereinafter called the “Group” recognize the need and desirability of litter-free streets and rights-of-way and are entering into this Agreement to permit the Group to contribute toward the effort of improving the City’s appearance.

By signing below, the Group, both jointly and severally, acknowledges the potentially hazardous nature of the work, and agree, both jointly and severally, to the following terms and conditions:

OVERVIEW AND ADMINISTRATION

- The Group agrees to adopt at least one, and no more than three (3) public roadway(s) for a minimum of two years for initial agreements. Subsequent renewals will be for one year.
- The Group shall designate two contact people and shall keep their contact information current at all times.
- The Group agrees to submit a report to Community Image each time a cleanup occurs, including the date of the cleanup, number of hours spent, number of bags of refuse collected and other such information as requested by Community Image. Pictures should also be included. This report must be submitted within three (3) days after the cleanup.
- The group is also encouraged to post photos and check-ins to social media, using the hashtag #TidyUpTC. Clean-ups may be publicized on the City’s web site, Facebook page and other social and printed media.

CLEANUP PROCEDURES

Frequency

- The Group will conduct a clean up of its adopted street(s) a minimum of three (3) times a year during the designated periods of January-April, May-August and September-December.



Safety

- Each Group shall include at least one (1) adult briefed in the required safety aspects of the program. If that person leaves the Group, it is the responsibility of the Group to ensure that another adult is briefed before any cleanups take place.
- The Group shall conduct a safety review with all participants prior to each cleanup event.
- Every participant will wear a safety vest provided by the City at all times during the cleanup event.
- The Group is responsible for providing a first aid kit and adequate supplies of drinking water during the cleanup event.
- If participants are 15 years of age or younger, the Group shall furnish adequate supervision by one or more adults.

General Responsibilities

- The Group and its participants agree to obey and abide by all laws and regulations relating to safety and such terms and conditions as may be required by the City of The Colony on a particular adopted roadway.
- The Group may not sub-contract or assign its duties and responsibilities to any other group, organization or enterprise.
- The Group must provide the City with at least a five (5) day notice before a cleanup event to ensure adequate supplies are available.
- The Group shall obtain required supplies from the City during regular business hours.
- Only the designated contact(s) can check out supplies.
- The Group shall place filled trash bags in the dumpster behind City Hall or leave bags at designated location on the street for pickup by the City.
- Safety vests and unused materials must be returned to the City within three (3) working days of the cleanup event.
- Participants in the Group acknowledge that the City is not liable in anyway for any injuries that might occur during the litter cleanup work.
- The Group shall appoint or select an authorized representative to act on behalf of the Group in its relationship to the City.
- The Group shall be required to report total person hours worked to the City for each litter cleanup upon its completion.

THE CITY AGREES TO THE FOLLOWING

- Work with the Group to determine the specific section of a City street right-of-way to be adopted.
- Erect a sign at each end of the adopted section with the Group's name or acronym displayed along with the City Logo and name.
- Provide traffic control signs, safety vests, trash bags, gloves and safety literature.



- Remove the filled trash bags within 24 hours of notification by the Group.
- Arrange for the removal of large, heavy or hazards materials and litter from the adopted roadway in unusual circumstances.
- The Group acknowledges that the City will remove a sign which is damaged due to vandalism and will replace the sign within 30 day of the removal of the vandalized sign.

If in its sole judgment the City determines that the Group is not meeting the terms and conditions of the agreement, the City may terminate the agreement and remove the signs upon 30 days notice. The City and Group both recognize and agree that in no event, shall the City have the right to control the Group in performing the details of picking up litter from the section of street adopted by the Group, and, in picking up litter, the Group shall act as an independent contractor.

With these agreements understood and accepted, _____
 “the Group” hereby agrees to participate in the "City of The Colony" Adopt-a-Street Program as of _____ and acknowledges receipt of the Safety Guidelines and Release Form.

Official Name of Group (to appear on signage)

Street(s) Requested _____

Authorized Signature for Group _____

Contact # 1	Contact #2
Cell Phone	Cell Phone
Email Address	Email Address
Mailing Address	Mailing address