

**Memorandum
Public Works Department**



To: City Manager
Subject: Adopt-A-Highway Program
Date: November 5, 2012
Number: 2012-247

Keep Rock Island Beautiful is submitting a request from the Group Volunteers of Togo in America (GVTA) to the City of Rock Island to participate in the Adopt-A-Highway Program.

The area they would like to adopt is 11th Street between 3rd and 18th Avenues.

The Adopt-A-Highway agreement states that each individual or organization will clean their adopted area a minimum of four times per year for a minimum of two years.

Recommendation

The Public Works Department recommends that the City Council approve the City Manager to sign the Adopt-A-Highway agreement to allow Group Volunteers of Togo in America to adopt the above mentioned area.

Submitted by: Robert T. Hawes, P.E., Assistant City Manager/Public Works Director
Michelle Martin, Assistant to the Public Works Director

Approved by: Thomas Thomas, City Manager



November 1, 2012

Thomas Thomas, City Manager
City of Rock Island
1528 3rd Avenue
Rock Island, IL 61201

SUBJECT: Adopt-A-Highway Program

Dear Mr. Thomas,

Keep Rock Island Beautiful is pleased to announce that Group Volunteers of Togo in America (GVTO) would like to participate in the Adopt-A-Highway Program. GVTO volunteers have assisted Keep Rock Island Beautiful in all of our cleanups for the past two years.

Group Volunteers of Togo in America would like to adopt 11th Street between 3rd and 18th Avenues. The Adopt-A-Highway Program agreement states that this area will be cleaned a minimum of four times per year for a minimum of two years.

Attached is the Adopt-A-Highway Program application that will need City Council approval. Once the City Council has approved this application, please sign and return the application to me. I will then contact the Public Works Department to ask them to install the Adopt-A-Highway signs for GVTO.

If you have any questions or concerns, please give me a call at 786-1334.

Sincerely,

A handwritten signature in black ink that reads "Carolyn Fuller".

Carolyn Fuller
Executive Director

Enclosures

cc: Robert T. Hawes, P.E., Assistant City Manager/Public Works Director

201 15th Street, Rock Island, IL 61204
(309) 786-1334
cfuller@keepribeautiful.org



ADOPT-A-HIGHWAY PROGRAM

ORGANIZATION:

Permit No. _____

Name: GITA (Group Volunteer of Togo in America)
(Organization, group, or individual)

Mailing Address: 3516 70th St. # 301 Moline, IL 61265

Approval is hereby requested to enter within public right-of-way to perform litter removal along the following highway:

Highway Name: 11th Street from 3rd to 18th Avenue
(Include State or Federal Route Number if applicable)

Beginning at: _____

Ending at: _____

AGREEMENT:

The organization agrees, if granted a permit to do said work, the following stipulations govern:

1. The organization acknowledges the hazardous nature of the work involved in participating in the Adopt-A-Highway Program.
2. The organization agrees to comply with the terms and conditions of the Adopt-A-Highway Act.
3. The organization agrees that the volunteers or the volunteers' agent shall assume all liability for and hold Keep Rock Island Beautiful or members of Keep Rock Island Beautiful harmless from any and all claims of action resulting from the group's volunteers or agents work in the program, except for the negligent acts of Keep Rock Island Beautiful and the agents or members.
4. The organization agrees that the volunteers or the volunteers' agent shall assume all liability for and hold the City of Rock Island or employees of the City of Rock Island harmless from any and all claims of action resulting from the group's volunteers or agents work in the program, except for the negligent acts of the city and the city agents or employees.
5. The organization agrees that the volunteers or the volunteers' agent shall assume all liability for and hold the State and the State's agent or employees harmless from any and all action resulting from the group's volunteers or agents work in the program, except for the negligent acts of the State and the State's agents or employees.
6. Members of the organization are jointly and severally bound by the terms and conditions set forth in this agreement.

ORGANIZATIONS ADDITIONAL RESPONSIBILITIES

1. To obey and abide by all laws and regulations relating to safety and any other terms and conditions as required by Keep Rock Island Beautiful and the City of Rock Island;
2. To provide one adult supervisor for every 5 youths when persons under 18 are present on an adopted section;
3. To not allow a person under the age of 10 to be a member of the group who would be volunteering for the purpose of litter collection;
4. To require all group members to attend a safety meeting conducted by the group before participation in any litter collection along an adopted section;
5. To require the group coordinator, or designee, to conduct group safety meetings and to receive safety training as required by Keep Rock Island Beautiful and the City of Rock Island;
6. To adopt a section for a minimum of 2 years;
7. To collect litter along an adopted section a minimum of 4 times a year or as required by Keep Rock Island Beautiful and the City of Rock Island;
8. To provide a 48 hours notice whenever the group intends to collect litter along its adopted section;
9. To require group members to properly wear safety vests provided by Keep Rock Island Beautiful and/or the City of Rock Island while collecting litter on an adopted section;
10. Traffic control signs which have been previously installed on the Adopt-A-Highway signs supports shall be opened at all times when the organization is doing work near the roadway and shall be returned to the closed position when the work is completed;
11. To be responsible for prohibiting members from possessing, consuming, or being under the influence of alcohol or drugs while on an adopted section;
12. To maintain a first aid kit and an adequate supply of drinking water while members are collecting litter along an adopted section;
13. To place litter in trash bags provided by Keep Rock Island Beautiful and/or the City of Rock Island and place filled trash bags at a location on the adopted section as designated by the Public Works Department;
14. To notify Keep Rock Island Beautiful the amount of litter that was collected during the clean up;
15. The organization will not subcontract or assign its duties or responsibilities to another group or organization.

KEEP ROCK ISLAND BEAUTIFUL'S RESPONSIBILITIES

1. Coordinate the Adopt-A-Highway Program;
2. Provide safety training to the organization's group coordinator or designee;
3. Provide safety vests, trash bags, and safety literature;
4. Manage records of clean up efforts and the amount of litter collected from city streets;
5. Notify the City of Rock Island when an organization has completed clean up efforts so that litter may be collected.

CITY OF ROCK ISLAND'S RESPONSIBILITIES

1. Approve the specific section of right-of-way that is adopted;
2. Erect a sign that conforms to Illinois Department of Transportation standards at each end of an adopted section with the name or acronym of the group displayed;
3. Remove filled garbage bags from an adopted section as soon as practical after litter collection has occurred, and shall otherwise be responsible for removing litter from adopted section only under unusual circumstances such as to remove large, heavy, or hazardous items.

The City of Rock Island reserves the right to terminate this agreement and remove Adopt-A-Highway signs when in the sole judgment of the city, if it is found that the Organization(s) has not met the terms and conditions of this agreement.

This Agreement shall begin on _____, _____.

The Organization agrees to pick up litter four (4) times per year.

ORGANIZATION:

Applicant: KOFFI SESSENOU By: Koffi Sessanou
(please print or type) (signature of applicant)

Address: 3516 70th St, #301 Date: 10-26-2012
Moline, IL.

Telephone: 309-792-0440
(Days) (Evenings)

KEEP ROCK ISLAND BEAUTIFUL:

By: Carolyn Fuller Date: 11-1-12
Carolyn Fuller, Executive Director

CITY OF ROCK ISLAND:

By: _____ Date: _____
City Manager

Attest: _____
City Clerk