



# City of Moore

301 N. Broadway, Moore, Oklahoma 73160-5130 • (405) 793-5000 • [www.cityofmoore.com](http://www.cityofmoore.com)

***Thank you for your inquiry about the Adopt A City Street Program. As a part of Public Works, this program is aimed at direct service to the citizens by creating an opportunity for groups to get involved in the beautification of their community.***

***The City of Moore offers trash bags, traffic control devices and the use of safety vests to groups while picking up the designated area. The City will recognize the group's services by placing a recognition sign at each end of the adopted mile of street.***

***Groups may apply to adopt a one-mile stretch of Moore's city streets, preferably a main arterial street. The group will have the responsibility for picking up the litter in their designated area quarterly for a period of one year.***

***Information on adopting a city street and an application are attached.***

***Your interest in the Adopt A City Street Program is greatly appreciated and we look forward to working together. If you have any questions, please call the Program Coordinator at 793-5203.***

***Richard Sandefur, Director  
Public Works Department***

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***Lina Thompson,  
Program Coordinator***

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***APPLICATION FOR CITY OF MOORE'S  
ADOPT A CITY STREET PROGRAM***

***THE CITY OF MOORE WILL WORK WITH THE ADOPTING GROUP TO  
DETERMINE THE SPECIFIC SECTION OF ROADWAY TO BE ADOPTED.  
(PLEASE PRINT OR TYPE THE FOLLOWING INFORMATION)***

\_\_\_\_\_  
NAME OF ORGANIZATION

\_\_\_\_\_  
DATE OF APPLICATION

\_\_\_\_\_  
MAILING ADDRESS

\_\_\_\_\_  
CITY STATE ZIP

\_\_\_\_\_  
ORGANIZATION'S CONTACT  
FOR STREET ADOPTED

\_\_\_\_\_  
DAY PHONE NUMBER

\_\_\_\_\_  
MAILING ADDRESS

\_\_\_\_\_  
ALTERNATE NUMBER

Moore Street(s) you are interested in adopting (in order of preference):

1. \_\_\_\_\_

2. \_\_\_\_\_

## ***ADOPT A CITY STREET PROGRAM***

### ***Adoption Agreement Terms and Conditions***

The city of Moore (hereinafter called the “City”), and the volunteer group named \_\_\_\_\_, (hereinafter called the “Group”) recognize the need and the desirability of litter-free City Streets and roads (hereinafter collectively called “City Streets” and are entering this Agreement to permit the Group to contribute toward the effort of maintaining litter-free City streets.

- Groups must adopt at least one (1) mile of adjacent, connected or adjoining City Streets.
- The Group will adopt a City Street for a minimum of a one (1) year period.
- The group will pick up litter quarterly, with one of the pickups occurring during the “Great American CLEANUP Oklahoma” Trash-OFF in April.
- The group agrees that each participant will comply with all regulations relating to pedestrian and traffic laws, remind each participant of the safety concerns related to litter and trash clean-up near roadways, driveways and high traffic areas. Remind participants of proper clothing wear when picking trash up;
- The Group has designated a contact person on its Application for the Adopt-A-City Street program who will:
- At each scheduled pickup the designated contact person will distribute and collect signed releases from all participants and/or their parent or guardian if under eighteen years of age;
- Recruit responsible individuals and see that participants under the age of eighteen (18) years are provided with adequate adult supervision. Adult supervision must be present at the clean-up site during all activities relating to the clean-up event.
- Notify the City when the clean-up event is complete and if there is a need to remove any large, heavy or hazardous chemical items.
- Return all borrowed supplies to the City following the completion of each clean-up event unless otherwise agreed upon.
- Groups need to clean-up one side of the adopted City Street and then the other side of the City Street; must park all vehicles well clear of the adopted City Streets roadway and at least ten (10) feet from any shoulder or curb in an agricultural area; Are encouraged to work with nearby businesses, schools, churches or others to utilize parking off of the City Streets.
- The Group will post traffic control signs at each end of the adopted City Street immediately before each clean-up event.
- Each participant must know the Adopt A Street Program Safety Tips and sign in prior to each cleanup event.

- All participants must wear a safety vest while participating in their organization clean-up event and while in or near the street right-of-way. All participants must wear appropriate clothing including but not limited to closed-toe shoes, long pants, brightly colored shirt, safety vest and work gloves during the clean-up events.
- The Group must notify the Program Coordinator after each clean-up event and shall notify the City of the precise location of any heavy or hazardous trash found and not removed during the clean-up event.
- The Group shall return unused supplies furnished by the City within two (2) work days following the clean-up event.

***THE CITY OF MOORE AGREES TO THE FOLLOWING TERMS:***

After completion of the first clean-up event, the City shall install two Adopt-A-City Street signs (one for each direction of traffic) with the Group's name on each sign.

- The City agrees to make available two (2) traffic control devices, trash bags and safety vests to be worn by the participants during the clean-up event. The Group must return supplies furnished by the City within two (2) working days after completion of the clean-up event.
- This Agreement shall be effective as provided herein for one (1) year from the date of the first authorized clean-up event, provided however this Agreement may be terminated by either party upon written notice to the other in accordance with this Agreement. The City reserves the right to modify or cancel this program and this contract at any time upon notice sent to the contact person at the address last provided in accordance with this Agreement.

Name of Group: \_\_\_\_\_

Signed by: \_\_\_\_\_

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

Title: \_\_\_\_\_

Date Signed: \_\_\_\_\_



**RELEASE AND WAIVER OF LIABILITY FORM**  
**CITY OF MOORE ADOPT-A-STREET PROGRAM**  
**(One Release of Liability Form for each member in your Organization)**

**I DO HEREBY RELEASE** the City of Moore/MPWA and its officers, agents and employees, from all claims and causes of action for any damages and/or injuries which may result from my participation in the City of Moore Adopt-A-City Street Program.

**I AGREE TO HOLD HARMLESS** the City of Moore and its officers, agents and employees from liability for any damages or injuries resulting from any acts or failure to act on my part during my participation in the City of Moore Adopt-A-Street Program.

**I UNDERSTAND** that I am not an employee or agent of the City of Moore and I am not covered by any insurance or workmen's compensation coverage by virtue of the Adopt-A-City Street Agreement or my participation in the Adopt-A-City Street Program.

**I FULLY UNDERSTAND** that there is a risk whenever I am in the street right-of-way or near traffic and streets. **I FURTHER FULLY UNDERSTAND** the risks of picking up trash along City streets; the proximity to vehicular traffic; hidden and latent objects and holes; grass cuttings and construction activities on or near the streets.

**I AGREE** to stay off of City streets while collecting trash; to be alert to traffic on entering and leaving City streets; to avoid grass cutting and street construction activities and to follow the instructions, terms, conditions and recommendations by the Moore Adopt-A-City Street Program.

**BY SIGNING THIS RELEASE AND WAIVER I AM INDICATING THAT I HAVE READ AND UNDERSTAND THIS RELEASE AND WAIVER AND AGREE TO ABIDE BY ITS PROVISIONS.**

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

Signature: \_\_\_\_\_ Age: \_\_\_\_\_

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

PARENT OR LEGAL GUARDIAN (If participant is under Eighteen (18) years of Age:

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

Signature: \_\_\_\_\_ Age: \_\_\_\_\_

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

WITNESS:

\_\_\_\_\_  
(NAME) (DATE)

\_\_\_\_\_  
(ADDRESS)

## **CITY OF MOORE ADOPT-A-STREET PROGRAM SAFETY TIPS**

### **MEMBERS SHOULD USE COMMON SENSE AND BE MENTALLY ALERT FOR SAFETY OF PUBLIC AND CREW**

- OBEY ALL MOORE MUNICIPAL CODES FOR PEDESTRIANS.
- KNIVES, MACHETES, AXES, ETC., SHOULD NOT BE CARRIED DURING PICKUPS  
*EVERY CREW should possess an adequate first aid kit. BE PREPARED for serious injury; know the route from the clean-up site to the nearest hospital or to a designated treatment center. EVERY CREW MEMBER should know the location of the nearest telephone or have a telephone immediately available for emergency use!*

### **WHAT TO WEAR**

- WEAR LIGHT-COLORED CLOTHING, LONG SLEEVE SHIRTS AND PANTS, WEAR CLOSED-TOE SHOES, SAFETY VEST AND WORK GLOVES.
- CONSIDER CLOTHES THAT WILL HELP AVOID SUNBURN AND INSECT BITES

### **YOUR PICK UP AREA**

- PARK ALL VEHICLES CLEAR OF STREET TRAFFIC.
- TRAFFIC CONTROL SIGNS THAT ARE PROVIDED BY MOORE SHOULD BE PUT IN PLACE AT EACH END OF YOUR SITE PRIOR TO ANY CREW MEMBER BEGINNING THE PICKUP.

### **PROTECT YOURSELF AND OTHERS**

- WHENEVER POSSIBLE, FACE ONCOMING TRAFFIC WHILE YOU WORK AND BE PREPARED TO MOVE OUT OF THE WAY OF VEHICLES IN AN EMERGENCY.
- ALL CREW MEMBERS SHOULD WORK ON ONE SIDE OF THE STREET AT A TIME.
- WEAR YOUR SAFETY VEST AT ALL TIMES WHEN PICKING UP TRASH.
- WORK DURING DAYLIGHT HOURS AND DISCONTINUE WORK IN INCLEMENT WEATHER, ESPECIALLY IN TIMES OF LIGHTNING, REDUCED VISIBILITY AND WET OR ICY STREETS.
- BE ALERT FOR PLACES WHERE SNAKES MAY BE LOCATED, SUCH AS TALL GRASS OR NEAR WATER AND AVOID THESE AREAS.
- AVOID OVER-EXERTION AND DRINK PLENTY OF WATER.
- BE ALERT FOR STINGING INSECTS, SPIDERS AND FIRE ANTS, AVOID AREAS WHERE THERE IS GROWTH OF POISON IVY, POISON OAK AND OTHER NOXIOUS WEEDS.
- AVOID AREAS WHERE HERBICIDES OR PESTICIDES HAVE RECENTLY BEEN APPLIED.
- DO NOT ATTEMPT TO PICK UP ITEMS ON BRIDGES AND OVERPASSES.
- DO NOT TRY TO COMPACT TRASH BAGS TO GAIN ROOM FOR MORE TRASH. INJURIES FROM BROKEN OR JAGGED OBJECTS OFTEN RESULT FROM THIS PRACTICE. FILL THE BAG WITH WHAT GOES IN EASILY AND START ANOTHER BAG.
- DO NOT PICK UP NEEDLES, SYRINGES OR OTHER HAZARDOUS SUBSTANCES OR ATTEMPT TO REMOVE KNOWN OR SUSPECTED TOXIC-HAZARDOUS OR DANGEROUS SUBSTANCES.
- **REPORT THE LOCATION OF THESE ITEMS TO THE CITY OF MOORE BY** Notifying Moore Dispatch at 799-4357 of the location and nature of such items immediately. **IN CASE OF AN EMERGENCY CALL 911.**

**CITY OF MOORE ADOPT A CITY STREET PROGRAM VOLUNTEER RELEASE AND  
WAIVER OF LIABILITY FORM - SIGN IN SHEET**

**FOR YOUR CONVENIENCE A VOLUNTEER RELEASE AND WAIVER OF LIABILITY  
FORM IS ATTACHED. HAVING VOLUNTEERS REVIEW THE SAFETY TIPS AND SIGN  
IN BEFORE EACH PICKUP IS IMPORTANT AND YOUR COOPERATION IN USING IT IS  
VERY MUCH APPRECIATED.**

AFTER EACH CLEANUP PLEASE MAIL/ FAX THE PROGRAM COORDINATOR A COPY OF THE  
SIGN-IN SHEET AND SEND IT TO:

E-MAIL: [LTHOMPSON@CITYOFMOORE.COM](mailto:LTHOMPSON@CITYOFMOORE.COM)

FAX #: 793-5107

MAILING ADDRESS: CITY OF MOORE  
ATTN: LINA THOMPSON  
301 N. BROADWAY  
MOORE, OKLAHOMA 73160

THANK YOU!

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FAX #: 793-5107

MAILING ADDRESS:       CITY OF MOORE  
                              ATTN: LINA THOMPSON  
                              301 N. BROADWAY  
                              MOORE, OKLAHOMA 73160

THANK YOU!