

# **Village Of Gurnee**

## **Adopt-A-Roadway Program**

The Village of Gurnee Adopt-A-Roadway program gives individuals and groups an opportunity to support anti-litter efforts by adopting a section of Village roadway for the purpose of litter collection.

Sections of adopted roadway are between ½ to 2 miles in length. Groups perform litter collection a minimum of two times a year, for the duration of the two-year adoption period.

Groups must provide one adult supervisor 21 years of age or older for every five youths under the age of 18 present on the adopted section of roadway. No one under the age of 10 may participate in litter collections due to safety concerns. Litter collections can only be conducted between one hour after sunrise and one hour before sunset, in fair weather during non-rush hour traffic times.

For more information regarding the Village of Gurnee Adopt-A-Roadway program, please contact the Gurnee Public Works Department at 847-599-6800. For those parties interested in adopting a state or county highway, please contact the Illinois Department of Transportation at 217-782-6953, or the Lake County Division of Transportation at 847-377-7400. Thanks for participating.

### **Adoptable Roadways Include (please call for availability):**

- ❖ Almond Road (Washington to Dada)
- ❖ Almond Road (Dada to Grand)
- ❖ Cedar Avenue
- ❖ Cemetery Road (Tri-State to Washington)
- ❖ Dada Drive (Almond to Knowles)
- ❖ Dada Drive (Hunt Club to Almond)
- ❖ Depot Road
- ❖ Fuller Road (North of Grand)
- ❖ Knowles Road
- ❖ Leonard Drive (Gages Lake to Crossland)
- ❖ Morrison Drive
- ❖ Northwestern Avenue
- ❖ Old Grand Avenue
- ❖ St. Paul Avenue
- ❖ Tri-State Parkway

# **Village Of Gurnee**

## **Adopt-A-Roadway Program Guidelines for Participation**

- The Adopt-A-Roadway Program is open to any group, business, family, or individual within the Village of Gurnee.
- Program participants must be a minimum of 10 years old. Groups with members under the age of 18 must be supervised by an adult 21 years of age or older. At least 1 adult is required for every 5 participants less than 18 years old.
- Groups are requested to adopt a ½ to 2-mile section of Village road for a minimum period of two years.
- Litter should be collected from the adopted road as needed. Groups must collect litter from their adopted roadway no less than two times a year.
- You may request a specific section of road for adoption.
- Adopt-A-Road signs, including the adopted organization's name, will be installed along each of the adopted sections.
- Safety warning signs, safety vests, and plastic trash bags will be provided to each group for use during scheduled cleanup sessions.
- A youth participation release form must be signed and returned to the Gurnee Public Works Department, 1151 Kilbourne Road, Gurnee, IL for all children under the age of 18 participating in the Adopt-A-Roadway Program.
- A designated group leader will be required for each organization to serve as a liaison with the Village of Gurnee. The group leader will be responsible for signing the adoption agreement, scheduling the cleanup dates, checking out and returning cleanup and safety gear, and ensuring compliance with cleanup and safety procedures.

# Village Of Gurnee

## Adopt-A-Roadway Program

### Cleanup & Safety Procedures

1. All participants must be aware that working along a public road may be hazardous, and strict adherence to these procedures is required.
2. All participants must be made aware of all the safety procedures prior to participation in a cleanup.
3. Groups with members under 18 years old must be supervised by adults 21 years or older (1 adult per 5 members under 18). All participants must be a minimum of 10 years old.
4. Cleanup attire should consist of light colored clothing that covers arms and legs, heavy gloves, and sturdy soled footwear.
5. Litter collection must be performed during daylight, non-rush hours, and in periods of good weather conditions.
6. Participants must meet at a designated area outside the cleanup area to review cleanup & safety procedures. Participants should carpool to the cleanup area.
7. Group members must arrive on site wearing their safety vests. Safety vests must be worn at all times during the cleanup.
8. Upon arrival, groups must open the Village of Gurnee provided safety warning sign affixed to the Adopt-A-Roadway sign. Please do not forget to close it at the end of the day.
9. Teams must work facing oncoming traffic at all times. Teams should stay away from construction sites and other maintenance activities.
10. Cleanup should be performed off the roadway only. Avoid performing cleanup in the roadway itself.
11. Appoint a spotter to observe traffic conditions when working near the roadway.
12. If emergency vehicles come into the area, remember that cars will be pulling onto the shoulder area to let them pass.
13. Trash bags should not be overfilled. Tie bags securely using the top portion of the bag. Place bags beside the outer edge of the shoulder or behind the curb where the bags will not be hit by vehicle traffic.
14. Never pick-up or handle discarded car batteries, animal carcasses, potentially dangerous/hazardous materials, or any object that appears questionable. Group leaders should report these items to the Village Public Works Department.
15. Alcoholic beverages and drugs are prohibited at all times.
16. Never distract motorists with horseplay or abrupt, erratic movements.
17. Group leaders are responsible for ensuring compliance with cleanup and safety procedures, retrieving and returning safety equipment to the Public Works facility, and reporting hazardous materials. Additionally, a first aid kit and plenty of water should be made available at every cleanup site.

# Village Of Gurnee

## Adopt-A-Roadway Program

### Group Leader Checklist

#### **Before every Cleanup**

- \_\_\_ 1. Notify the Village Public Works of cleanup date.
- \_\_\_ 2. Notify your group of meeting place and time.
- \_\_\_ 3. Pick-up cleanup & safety supplies from Gurnee Public Works during normal working hours (7:00 a.m. to 3:00 p.m. Monday thru Friday).
- \_\_\_ 4. Remember to bring a first aid kit and plenty of water.

#### **At the Meeting Place**

- \_\_\_ 1. Take a head count.
- \_\_\_ 2. Make sure there is at least 1 adult for every 5 participants under 18 years old.
- \_\_\_ 3. Check for appropriate clothing. Hand out safety vests.
- \_\_\_ 4. Ensure participants are not under the influence of drugs or alcohol.
- \_\_\_ 5. Review cleanup & safety procedures with the group. This must be done before every cleanup.

#### **At the Cleanup Site**

- \_\_\_ 1. Check that cars are parked as far off the road as possible.
- \_\_\_ 2. Open the warning sign prior to starting cleanup.
- \_\_\_ 3. Close the warning sign when cleanup is done.

#### **After the Cleanup**

- \_\_\_ 1. Collect safety vests.
- \_\_\_ 2. Notify the Village Public Works that cleanup is complete. Report the location of litterbags, number of bags, and the location of any hazardous materials or animal carcasses. Turn in all safety and extra cleanup material.

*Thank You for Participating in the Village of Gurnee Adopt-A-Roadway Program*

# Village of Gurnee

## Adopt-A-Roadway Program

### Application

#### Group/Organization

\_\_\_\_\_  
Group Name

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City State Zip

#### Type of Group

\_\_\_\_ Civic Group

\_\_\_\_ Not for Profit

\_\_\_\_ Private Enterprise/  
Commercial Group

#### Application Status

\_\_\_\_ First Application

\_\_\_\_ Renewal Application

#### Group Participants

\_\_\_\_\_ Approximate Number of Participants  
for Litter Collection

\_\_\_\_\_ Number of Adult Supervisors, if  
Participants are between 10 and  
18 years of age

#### Group Coordinator

\_\_\_\_\_  
Name

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City State Zip

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Name/Acronym for the Sponsor Sign

#### FIRST CHOICE

#### SECTION OF ROADWAY TO BE ADOPTED

\_\_\_\_\_  
Street Name

FROM: \_\_\_\_\_  
Cross Street

TO: \_\_\_\_\_  
Cross Street

#### SECOND CHOICE

#### SECTION OF ROADWAY TO BE ADOPTED

\_\_\_\_\_  
Street Name

FROM: \_\_\_\_\_  
Cross Street

TO: \_\_\_\_\_  
Cross Street

**Village of Gurnee**  
**Adopt-A-Roadway Program**  
Application

\_\_\_\_\_ Check here if the Group/Organization has a financial interest in the property fronting along this roadway.

\_\_\_\_\_ Check here if the Group/Organization would consider adopting another roadway if the first and second choices are not available. If yes, the roadway will be determined by the Village.

I hereby certify that the above information is correct and that my Group/Organization agrees to conform to the rules and requirements of the Village of Gurnee Adopt-A-Roadway Program.

\_\_\_\_\_  
Signature of the Group Coordinator

\_\_\_\_\_  
Date

**MUNICIPAL ENDORCEMENT**

\_\_\_\_\_  
Public Works Director

\_\_\_\_\_  
Date

# Village of Gurnee

## Adopt-A-Roadway Program

### Adoption Agreement

This Agreement made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between the Village of Gurnee (hereinafter referred to as "the Village" and \_\_\_\_\_ (hereinafter referred to as "the Group").

In consideration of the mutual benefits received by the Village and the Group from the participation in the Village of Gurnee Adopt-A-Roadway Program, the parties hereto agree as follows:

1. The Group hereby adopts the following roadway:  
Road Name: \_\_\_\_\_  
From (Date): \_\_\_\_\_  
To (Date): \_\_\_\_\_
2. The group accepts responsibility for participating in the Adopt-A-Roadway Program on the above described roadway in accordance with the Village of Gurnee Adopt-A-Roadway "Guidelines for Participation" and "Cleanup & Safety Procedures".
3. By the signature below, the Group acknowledges that each of its members participating in the Village of Gurnee Adopt-A-Roadway Program will be advised of the potentially hazardous nature of the work and will agree to abide by the Village of Gurnee Adopt-A-Roadway "Cleanup & Safety Procedures".
4. The Group agrees that in the event the identity of the designated group leader is changed during the participation of the Group in the Adopt-A-Roadway Program, it will provide in writing to the Village of Gurnee Public Works Department, 1151 Kilbourne Road, Gurnee, IL, the name, address, and telephone numbers of the newly designated group leader.
5. The Group hereby releases the Village, its agents, and employees from any liability for damages or injuries resulting from its participation in the Village Adopt-A-Roadway Program.
6. The Village of Gurnee has the right to reject any Group from participating in the Adopt-A-Roadway Program and has the right to terminate any adoption contract if the terms of this contract are not fulfilled, or if the Group has displayed characteristics that may be construed as demeaning to another particular group.

\_\_\_\_\_  
Group Leader

\_\_\_\_\_  
Date

\_\_\_\_\_  
Gurnee Public Works Director

\_\_\_\_\_  
Date

**Village of Gurnee**  
**Adopt-A-Roadway Program**  
Youth Participant Release Form

As the parent/guardian of the minor child named below between the ages of ten and seventeen, I hereby give permission for him/her to participate in one or more Village of Gurnee Adopt-A-Roadway roadside cleanups. By my signature I release the Village of Gurnee, its agents, and employees from any liability or responsibility for any damages or injuries he/she may cause or suffer as a result of participation in the Adopt-A-Roadway Program.

\_\_\_\_\_  
Print Name of Minor Child

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City                      State                      Zip

\_\_\_\_\_  
Telephone Number