

HAMILTON COUNTY, IOWA

GUIDELINES FOR THE ADOPT-A-ROADWAY PROGRAM

PROGRAM OBJECTIVE

The objective of the program is to create public awareness of environmental needs along Hamilton County roads by making adopted sections of roadside an example of opportunities to improve the aesthetics of our County.

GENERAL STATEMENT

There is a need to enhance the quality of our roadside. This may take the form of litter pickup, wild flower and native prairies plantings, preservation and maintenance of prairie and landscaped areas, increased landscaping, living snow fence plantings, prairie grass seed harvesting for replanting in the rights of way and wildlife habitat and manual weed control. These activities are labor intensive, expensive and are necessarily second priority to pavement and shoulder maintenance and safety activities. The problems of labor, expense and priority dictate the need for a new approach to roadside management.

The Adopt-A-Roadway Program allows individuals or groups to adopt a certain highway roadside. Through adoption, they may assume the responsibility for any or all of the eligible items. These activities have the potential to:

Reduce litter along highways

Enhance the environment and beautify roadside

Build broad-based community support for anti-litter and highway beautification programs.

POTENTIAL ADOPT-A-ROADWAY ACTIVITIES

The following activities are eligible to be included in Adopt-A-Roadway sponsorships:

Litter pickup

Wild flower and prairie grass planting

Planting and harvesting seed for wildlife and reseeding operations

Landscaping and landscape maintenance

Living snow fence plantings

Hand weeding of sensitive areas

PROGRAM REQUIREMENTS

The Hamilton County Secondary Road Department will work with the adopting group to determine the specific section of roadside to be adopted.

The sponsor should constantly be aware of problems that can be involved along highways and instruct their personnel in safety precautions. Where possible, access to highway right of way will be gained from off right of way, rather than from roadway surface

or shoulders. Plantings or harvesting will be approved by the County prior to any work being done.

Sponsors agree to indemnify and hold harmless Hamilton County, it's Supervisors, officers and employees from all liability, judgment, costs, expenses, and claims growing out of damages, or alleged damages of any nature whatsoever to any person or property arising from the performance or non-performance of roadside work.

Sponsors agree that in the performance or non-performance of roadside work that they are initiators and volunteers and are in no way to be considered employees of Hamilton County.

First preference for adoptions will be granted on a first come, first serve basis.

For litter pickup, sponsorship will be for a minimum of two (2) miles on both sides of the highway for two (2) years. For plantings of landscaping projects, the location of the project will be more site specific.

Sponsorship will not be granted to political parties, political candidates, elected officials, or entities which would constitute partisan endorsement.

A sponsor may adopt only one entry way to a city.

Litter must be removed a minimum of twice per year depending on the area and conditions.

You are not expected to pick up litter from pavement surfaces. These areas will be cleaned by the County.

Whenever possible, do not park on shoulders while doing litter pickup.

All participants are expected to wear the orange safety vests available on loan from Hamilton County Secondary Road Department.

Sponsors of plantings, planting or landscape maintenance or harvest areas will control noxious weeds as necessary using County approved methods before the weeds produce seed.

Plant species used must be approved by the County.

All seed harvested is to be used on public lands. Seed harvested in the right of way may not be resold.

If, in the sole judgment of Hamilton County, it is found that the sponsor is not meeting terms and conditions of the agreement, the County may terminate the agreement and remove sponsorship signs.

HAMILTON COUNTY/SPONSOR RESPONSIBILITIES

The County and sponsor will share in these responsibilities:

Develop a brief work plan outlining specific activities and timing.

Secure media coverage for the program and sponsor activities.

Coordinate work activities between the sponsor and the County Maintenance Superintendent.

Cooperate in an effort to create public awareness and support.

Cooperate in developing beautification plans for plantings or maintenance work.

SPONSOR RESPONSIBILITIES

The sponsor will be responsible for:

Conducting at least one safety meeting per year. Participants must attend a safety meeting conducted by the sponsor before participating in any roadside activity.

Performing work as outlined in the work plant.

Advising the Maintenance Superintendent 24 hours in advance when litter bags are needed or when filled bags are going to be left along the road.

Obtaining the required supplies and materials from the County during regular business hours.

Insuring participants 15 years of age or younger are furnished adequate supervision by one or more adults.

Providing the County Engineer with a sketch of planting locations showing distances from the highway and listing species to be used.

Providing right of way locations and size of area to be replanted with seed harvested from rights of way.

Unfolding traffic control signs installed on Adopt-A-Roadway sign supports when the sponsor is on the roadside and closing them after work has been completed.

Placing filled trash bags adjacent to the Adopt-A-Roadway sign for pickup and disposal by the County.

Returning unused materials and supplies furnished by the County as soon as possible following cleanup.

HAMILTON COUNTY RESPONSIBILITIES

The County will be responsible for:

Erecting a sign at each end of the adopted section with the Sponsor's name or acronym displayed.

Providing reflective vests and trash bags.

Removing filled trash bags.

Coordinating publicity efforts with the sponsor(s) for local media coverage.

Removing large, heavy, or hazardous items when found on an adopted roadside.

PROCEDURE FOR ROADWAY ADOPTION

A representative of an interested group or an individual should contact the County Engineer.

The County Engineer will explain the program and a sponsorship application.

The sponsor should choose a location, complete the sponsorship application and return it to the County Engineer.

The County will erect signing, identifying the sponsoring group, and coordinate publicity efforts.

The sponsor arranges to obtain trash bags and safety vests from the County and conduct a safety meeting prior to any work being done.

The sponsor will collect litter in the furnished trash bags and place them adjacent to the Adopt-A-Roadway sign.

The County will pick up the full trash bags.

**ADOPT-A-ROADWAY PROGRAM
APPLICATION/AGREEMENT**

To: Hamilton County Engineer
2300 Superior Street
Webster City, IA 50595

_____, herein called the
Applicant's Name
Sponsor, request permission to participate in Hamilton County's
"Adopt-A-Roadway" Program by performing _____
_____ on the following
described roadway:

_____.

The Sponsor hereby agrees, upon approval, to abide by Hamilton County's Guidelines for the "Adopt-A-Roadway" Program of which a true copy is on file in the Office of the Hamilton County Engineer, Courthouse, 2300 Superior Street, Webster City, Iowa. It is further agreed that the said Guidelines shall be a part of this agreement.

Dated this _____ day of _____, 20____.

Sponsor's Signatures:

Sponsor's Address

Phone: _____

Approval Recommended:

Hamilton County Engineer

Date

Approved:

Chairman, Board of Supervisors

Date

Attest:

Hamilton County Auditor

Date