

**JAMES BEZEK**  
Director  
(707) 784-6765

**MATT TUGGLE**  
Public Works Manager  
(707) 784-6765

**CHRIS FERRUCCI**  
County Surveyor  
(707) 784-6765

## DEPARTMENT OF RESOURCE MANAGEMENT



# SOLANO COUNTY

675 Texas Street, Suite 5500  
Fairfield, CA 94533-6342  
(707) 784-6765  
Fax (707) 784-4805

[www.solanocounty.com](http://www.solanocounty.com)

Public Works – Engineering Services Division

### ADOPT-A-ROAD PROGRAM POLICY

Solano County's Adopt-A-Road program is an opportunity for volunteers to help beautify the County by adopting a section of roadway and improving its appearance through litter pickup. The litter prevention efforts of the Adopt-A-Road program directly benefit the community through litter prevention, greater civic involvement, and area beautification. Participation in Solano County's Adopt-A-Road Program is for the purpose of voluntarily removing litter (excluding weeding) along County roads. Encroachment Permits for the Program are issued by Public Works – Engineering Division for a two-year period and have no application fee.

The applicant is required to remove litter at least once every three months, except that this condition shall not apply during periods of rain or when the area adjacent to a road is wet or muddy. The applicant is required to call a Solano County representative at the designated number (listed on the permit) to report when he/she has picked up litter, which shall be noted in the permit file. If litter pick up has not been accomplished within the three-month period (during periods of good weather), Solano County's permit technician will call the applicant to find out why and encourage the applicant to pick up litter soon. If the applicant does not comply with the litter removal requirements, after reasonable attempts and notice, the applicant's Adopt-A-Road Encroachment Permit may be cancelled, and the Adopt-A-Road sign will be removed.

The permittee is required to hold the County harmless as one of the permit conditions, but no liability insurance is required. In addition, the permittee shall sign a specific Hold Harmless Statement (attached). A copy of the Adopt-A-Road Special Conditions (attached) shall be attached to and made a part of the permit. Each permittee shall be furnished with a copy of the Adopt-A-Road Safety Requirements for Participants (attached). Additional copies can be furnished upon request for distribution to group participants.

Litter removal shall only be performed during daylight hours when visibility is at least one-half mile. Permits shall only be issued for roads where litter can be safely picked up and removed. Public Works Engineering may place additional conditions on the permittee to ensure the safe and satisfactory completion of the work. Public Works Engineering may also decline to issue permits to any group at its discretion.

Solano County Public Works – Operations will supply trash bags, disposable cotton gloves, safety vests, and litter tongs. These items may be picked up at the Fairfield Corporation Yard, located at 3255 North Texas Street. Please ensure the safety vests and litter tongs are returned to the Corporation Yard. Contact the Area Road Supervisor (listed on the encroachment permit) to coordinate the pickup of the needed supplies, and to arrange for the removal of the trash bags after the litter has been picked up from a road. Public Works Operations will install two Adopt-A-Road signs with the name of the volunteer group within the designated litter pick up area.

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Building Official  
Building & Safety

**ALLAN CALDER**  
Program Manager  
Planning Services

**EDMOND STRICKLAND**  
Manager  
Environmental Health

**SARAH PAPPAKOSTAS**  
Administrative  
Services  
Manager

**MATT TUGGLE**  
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Engineering

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Parks Services  
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**ADOPT-A-ROAD PROGRAM SPECIAL CONDITIONS**

1. Work shall be conducted during daylight hours when visibility is at least one-half mile, and the ground is not wet or muddy. No work shall be conducted over holiday weekends. Permittee shall contact the Area Road Supervisor no less than one week prior to roadside work, to coordinate receipt of supplies and bag pickup
2. Roadside litter removal shall be done at minimum, once every three months.
3. Litter removal shall not take place within six feet of the traveled way while traffic is present, or on bridges.
4. Traffic control is prohibited by this permit except for those instances authorized by the County's representative. Traffic control devices, if used, will be provided by the County.
5. If weather or other adverse conditions cause a public hazard, work shall be immediately discontinued.
6. Personnel performing work under this permit shall wear personal protective equipment, including safety vests.
7. Permittee shall designate a spokesperson that shall represent the group. In addition, one adult supervisor shall be assigned for each five minors. No minor less than 12 years of age shall be allowed to participate.
8. Participant's personal vehicles shall be legally parked off the traveled way so as not to interfere with the free flow of traffic.
9. It is understood and agreed by the permittee that any work performed under this permit shall constitute an acceptance of the provisions of this permit and all attachments.
10. The permittee is responsible for all liability for injury to, or death of, any person, or damage to property which may occur through any act or omission of either the permittee or Solano County arising from the issuance of this permit. In the event any claim, suit or action is brought against Solano County, its officers, agents or employees, by reason of, or in connection with, any such act or omission, permittee shall defend, indemnify, and hold harmless Solano County, its officers, agents and employees from such claim, suit or action.
11. This permit may be cancelled by the County for non-conformance with permit provisions or failure to adhere to directions given by County's representative.
12. Permittee shall abide by the Adopt-A-Road Program Safety Requirements (attached). Permittee shall ensure that all participants receive a copy of and abide by the Safety Requirements prior to each day of litter removal.

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## ADOPT-A-ROAD PROGRAM SAFETY REQUIREMENTS

First, thank you for your public service. While you undertake this endeavor along the roadside, please remember:

### ***SAFETY FIRST! YOUR PERSONAL SAFETY IS YOUR FOREMOST RESPONSIBILITY AS YOU WORK.***

To protect yourself and others:

- Vehicles should be parked in safe locations away from the travelled lanes and traffic.
- Stay off paved roadway and shoulders and use caution when crossing roadway.
- Face oncoming traffic as you work and keep an eye on traffic. Be prepared to move quickly, if necessary.
- Discontinue work before dusk and do not work at night.
- Do not attempt to work when fog or other conditions reduce visibility for drivers.
- Do not attempt to work when roadway is icy or wet.
- Do not touch or attempt to remove materials which you suspect may be toxic or hazardous.
  - Items to avoid include powders, chemicals, smelly substances, suspicious packages, chemical drums or containers, weapons, syringes or hypodermic needles, dead animals, broken glass, etc.
  - Notify Solano County Public Works Operations (707-421-6055) of any suspected toxic substances. Notify the Sheriff's Department (707-784-7000) if any weapons are found.
- Do not try to compact trash bags. Injuries from broken or jagged objects may occur.
- Wear the County supplied reflective safety vests whenever you are along the roadside.
- Wear long pants and substantial leather shoes or boots. Watch your footing and stay off steep slopes, drainage facilities or places from which you might fall. Light-colored clothing, long sleeve shirts, hats, sunscreen lotion are recommended during hot weather.
- Do not run, throw objects or engage in horseplay or any other activity which may distract workers or drivers.
- Avoid overexertion. Drink plenty of water, especially on warm days.
- Do not consume alcoholic beverages or drugs before entering, or while along the roadside.
- Be alert for places where snakes may be located. Also, be alert for stinging insects and poisonous plants.
- Call 911 if there are any life-safety risks from injuries or accidents.

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**ADOPT-A-ROAD PROGRAM HOLD HARMLESS STATEMENT**

Encroachment Permit # \_\_\_\_\_

I agree to indemnify and to hold harmless Solano County and its officers, employees, agents and elective and appointive boards from all claims (including the cost of defending any Claim I might make, or that might be made on my behalf, that is released or waived by this instrument) in any way connected with or arising out of my participation in this program, whether or not caused in whole or in part by the negligence or other misconduct of Solano County or any of the individuals mentioned above.

\_\_\_\_\_  
Authorized Permittee Representative

\_\_\_\_\_  
Name of Organization

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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