

CITY OF CENTRAL POINT
ADOPT-A-STREET PROGRAM
SAFETY GUIDELINES

The Adopt-A-Street program is a much welcomed project for the City of Central Point. The City's Administration admires those that would commit to adopting a street. There are however, inherent safety factors that must be addressed before folks are subjected to working in close proximity to traffic. Some of the vehicles will be traveling 40 to 50 mph, depending on where volunteers are working. The group leaders must be attentive to the personal safety of each group member. The worse scenario imaginable for the City and for any of the volunteer groups would be for someone to be injured or killed while performing this service to the City and its citizens. It would therefore be prudent and a requirement of the City of Central Point, for each of the group's leaders to meet briefly with the City's Safety Trainer in order to review a few safety items to take back to their respective groups.

Each member should commit to safety, making it their number one objective while working along any street or highway in Central Point. Here are a few items that must be considered:

1. **Signing/coning**

- A. Each group should have a designated leader that must meet with Cyndi Weeks, the Adopt a Street Coordinator, prior to start of work. This is a one-time per year requirement, or if there is a change with group leader. The reason for this meeting is to review all of the safety aspects and to answer any questions or concerns the group leader may have.
- B. Each group member must wear the provided safety vest while working on/beside any street or highway right-of-way.

Note: Every time your group wishes to do their quarterly clean-up, you must make arrangements to check out vests, cones, and signs, 48 hours in advanced. This may be done by contacting Cyndi Weeks (541-664-3321, ext. 276) and setting up an appointment. You will need to go to the Public Works (PW) Shops to pick up and sign for the borrowed items. Safety vests, trash grabbers, orange traffic cones, and signs, will be checked out at PW to group representatives. We will inventory all equipment at check out and check in using an inventory form, which will need to be signed by both the group representative and PW. All items are expected to be returned in the same condition as when it was checked out.

- C. Each group must have a pre-work safety talk just prior to commencing work. This helps to remind each person that safety is the number one goal in everything they do while participating with the volunteer group.
- D. Each group should appoint a safety monitor. The monitor's task would be to keep a close eye out for any developing situation as the work progresses.
- E. The signs provided for the groups must be in place *before* activity along streets or highways commences. Signs should be first placed approximately 200' prior to the work site. Move the signs closer once they are about 1500 -2000 feet away. (Drivers tend to quickly forget warning signs.) Traffic cones will be made available for use along streets such as Hwy.99 (Front St.), East and West Pine Streets, Beall Ln., Hamrick Rd., Vilas Rd., Grant Rd. and must be used by groups who've adopted these streets. Local, low volume streets may be signed only or no sign, no cones necessary.

Cone placement should be just outside of the fog line/bike lane (not in the middle of a bike lane), or along the outside of the pavement's edge, and in advance of the work party (approximately 100' prior to the work party), spacing the cones about 100' apart (approx. 35 steps), coning should continue through the area of work. Move cones and signs forward as necessary.

- F. It would be advisable for each group to conduct work on one side of the street at a time. Working on both sides of the street would require signing *both* directions and would require a second safety monitor, signing, and cones on both sides.
- G. The filled garbage bags should not be placed in the gutter or in any bike lane, but should be placed on the street side of the sidewalk, or on the shoulder of the highway.

2. **Litter vs. the unknown material**

- A. It is the experience of CP Public Works that there is the distinct possibility that a volunteer who's intent is to deal with litter happens on something that poses a serious hazard – sharps, also known as hypodermic syringes.

DO NOT PICKUP HYPODERMIC SYRINGES! Also, **do not pick up or attempt to open a closed container** that obviously has a product inside. The contents may be toxic or poisonous, and something best left for others to deal with.

Leave the syringe or the closed container and **call 541-664-5578 for Central Point Police**. Let them know who you are, what you're doing, what you've discovered, your exact location, and an officer will be sent to pick up the needle or, contact Public Works concerning any containers that are discovered that should be treated as a hazardous material.

3. **Obey all traffic and pedestrian laws**

- A. This program has the potential to have a very positive, contagious affect on the citizens of our community. Or, with unregulated, unmonitored volunteers, it can have negative affect due to those who would choose to ignore pedestrian laws, or in some way offend a driver. Those that witness these actions might view the activity in a negative manner.
- B. The other reason to obey the laws should be obvious – personal safety. Drivers sometimes don't respect the jobs or the presence of road worker, therefore it is important that volunteers all watch each other's back. Someone spotting an errant driver should shout out to others, making sure no one is in harm's way. If there is a situation that might call for it, have someone stand on the traffic side of the worker watching traffic. Take no risks that depend on the alertness of drivers.
- C. **Never attempt to stop or control traffic.** There are specialized signs and regulations that govern flagging traffic. An unsuspecting driver may not see the vehicles ahead slowing or stopping, and plow into the rear of the forward vehicle. This is a liability no volunteer would want to face.
- D. If there is a "close call" of someone nearly getting hit by a vehicle caused by a careless driver, try to get a license number, make and model of the vehicle. Report the incident to the Police (911), along with the vehicle's license number and any other information.