



Illinois Department of Transportation

2300 South Dirksen Parkway / Springfield, Illinois/62764

February 4, 1993

ADOPT-A-HIGHWAY

County Engineers/Superintendent of Highways
Municipal Engineers
Mayors & Village Presidents

#93-5

The signing of House Bill 2741, Adopt-A-Highway legislation, by Governor Jim Edgar has stimulated much interest among local organizations in Illinois. This legislation (PA 87-1118) allows private citizens to support municipal, township and county anti-litter efforts by adopting sections of highways for purposes of litter collection. The legislation also establishes the local agency as the sponsoring jurisdiction responsible for administering and developing the program with local organizations.

The Department has responsibility for developing the sign standard and the determination of adoptability of state routes.

The following items (attached) may help you get a program started.

1. Synopsis of Responsibilities and Definitions.
2. Adopt-A-Highway Sign Standard. As required by PA 87-1118 the Department has developed and announced this sign standard to assure uniformity in signing Adopt-A-Highway sections.
3. ADOPT-A-HIGHWAY DETERMINATION OF ADOPTABILITY This form will be used by municipalities to request the inclusion of a State highway into their program. Only non-freeway state highways located within the corporate limits of a municipality may be considered for inclusion into the program. Concurrence must be obtained from your District office.
4. Sample Agreement to be entered into by the sponsoring jurisdiction and the participating organization.

Should you have further questions please feel free to contact Willy Scheller at (217)785-5048.

Very truly yours,

A handwritten signature in cursive script that reads "Bill Sunley".

William T. Sunley
Engineer of Local Roads and Streets

cc-
District Engineers

SYNOPSIS OF RESPONSIBILITIES AND DEFINITIONS

Department responsibilities:

1. Identify lengths of State right-of-way within the corporate limits of municipalities as safe and adoptable sections of right-of-way.
2. Develop and announce standards for signs within 90 days of the effective date of the Act which establishes the Program.

Sponsoring jurisdiction (municipality, county, township) responsibilities:

1. Establish the terms and procedures groups must follow in applying for participation in the Program.
2. Accept or reject group applications.
3. Enter into an agreement with the group coordinator and president for participation in the Program.
4. Erect signs that conform with developed standards at each end of the adopted section with the name or acronym of the group.
5. Provide garbage bags.
6. Provide safety apparel and signs cautioning the public (if required by the sponsoring jurisdiction).
7. Remove filled garbage bags and large, heavy or hazardous items.
8. Develop safety training programs that are to be utilized by group coordinators. These programs shall be appropriate for the various types of roadways that may be adopted.

Nothing in the Illinois Adopt-A-Highway Act prohibits the sponsoring jurisdiction and the Illinois Department of Transportation from working cooperatively to carry out the intent of the Adopt-A-Highway Program.

Group responsibilities:

1. Apply to sponsoring jurisdiction for participation in the Program.
2. Execute a written agreement with the sponsoring jurisdiction.
3. Obey and abide by all laws and regulations relating to safety and any other terms and conditions as required by the sponsoring jurisdiction.
4. Provide one adult supervisor for every 5 youths when persons under age 18 are present on an adopted section.
5. Not allow a person under the age of 10 to be a member of the group who would be volunteering for the purpose of litter collection.
6. Attend a safety meeting conducted by the group before participation in any litter collection.
7. Conduct group safety meetings and to receive safety training as required by the sponsoring jurisdiction.

8. Adopt a section for a minimum of 2 years.
9. Collect litter along an adopted section 4 times a year.
10. Provide prior notice whenever the group attends to collect litter along its adopted section.
11. Wear any safety apparel provided by the sponsoring jurisdiction while collecting litter on an adopted section.
12. Prohibit members from possessing, consuming, or being under the influence of alcohol or drugs while on an adopted section.
13. Maintain a first-aid kit and an adequate supply of drinking water while members are collecting litter along an adopted section.
14. Place litter in trashbags provided by the sponsoring jurisdiction and place filled trashbags at a location on the adopted section as designated by the director.
15. Not subcontract or assign its duties or responsibilities to any other group or organization.

DEFINITIONS

SPONSORING JURISDICTION - Any municipality , township, or county that establishes an Adopt-A-Highway program within its jurisdictional area.

DIRECTOR - The designee or designees for any municipality, township, or county who is responsible for the administration of a jurisdiction's program.

GROUP - Members or employees of civic or not-for-profit organizations, and commercial or private enterprises, who have requested to participate in Adopt-A-Highway.

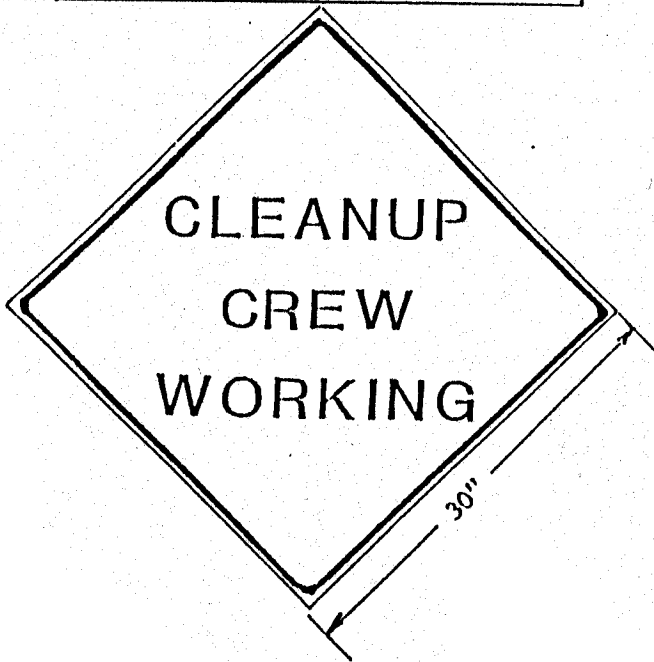
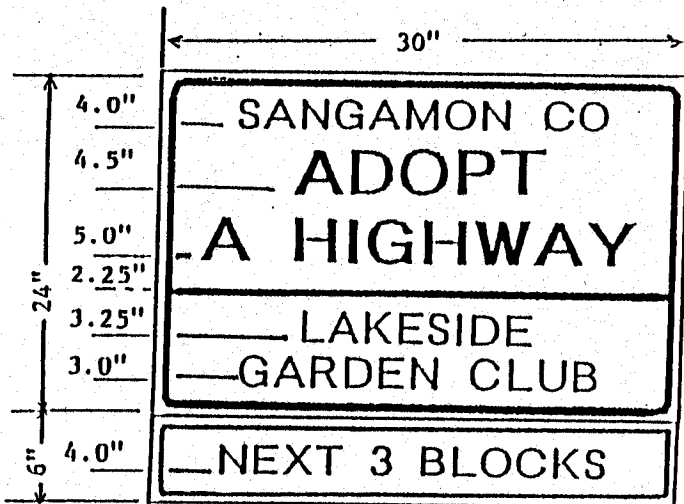
GROUP COORDINATOR - The individual selected by the group to serve as its liaison with the sponsoring jurisdiction.

GROUP PRESIDENT - The individual who is the recognized leader, president or chairman for a group.

LITTER - Any unsightly or offensive matter that may include, but is not limited to, disposable packaging, containers, cans, bottles, paper, ashes, cigar and cigarette butts. Litter does not include hazardous, heavy, large items, or carcasses.

ADOPTED SECTION - A length of municipal, township or county right of way, identified as a safe section of highway. It also includes a length of state right of way located within the corporate limits of a municipality , and identified by the Illinois Department of Transportation and the sponsoring jurisdiction as a safe, adoptable section of right of way. Section of right of way may be determined inappropriate for adoption for safety reasons. NO INTERSTATES MAY BE ADOPTED.

ADOPT-A-HIGHWAY SIGN STANDARDS



I-1107 SIGN

- o White background/green letters
- o Need not be reflectorized
- o May be one or two-piece panel
- o All 2"D legend except "ADOPT A HIGHWAY" is 3"C
- o Border and margin 0.5" wide
- o Group identification may be one or two lines
- o Sponsoring jurisdiction may increase sign width to accommodate longer jurisdiction or group names. Proportionately larger signs may be used in high speed or multilane locations
- o Logos or slogans shall not be used
- o Sponsoring jurisdiction may shorten or abbreviate group name as necessary

LENGTH OF SECTION PANEL

- o Optional with sponsoring jurisdiction
- o May be part of upper panel or separate panel
- o "BLOCKS" or "MILES" as appropriate

W21-1111 SIGN

- o Optional with sponsoring jurisdiction
- o Orange background/black letters
- o Need not be reflectorized
- o All 4"C legend
- o Mount below I-1107 or on tripod in advance of section
- o If mounted permanently, shall be covered or folded when no activity
- o Worker Symbol (W21-1a) or WORKERS (W21-1110) signs acceptable alternates

Mounting height, offset and method of mounting should be consistent with other signs in area and meet the requirements of the Illinois Manual on Uniform Traffic Control Devices. Location and minimum spacing of signs on State highways must be approved by the appropriate Illinois Department of Transportation district office.



The municipality of _____, hereinafter termed the Sponsoring Jurisdiction, Requests concurrence of the Illinois Department of Transportation, that the below listed section(s) of non-freeway State highway(s) are safe for adoption in the Sponsoring Jurisdiction's Adopt-A-Highway program.

The Director of the program will be _____, who may be contacted at () _____

The Sponsoring Jurisdiction agrees to abide with all of the requirements of the Illinois Adopt-A-Highway Act and to ensure that participating groups likewise abide with the requirements of the Act. Further, the Sponsoring Jurisdiction agrees to abide with the Adopt-A-Highway Sign Standards printed on the reverse side of this sheet. The Sponsoring Jurisdiction also agrees to secure written commitments from participating groups to hold the State and the State's agents or employees harmless from any and all claims or action resulting from the program.

Location(s) to be adopted:

SPONSORING JURISDICTION

Submitted by: _____ Date: _____
(Name and Title)

ILLINOIS DEPARTMENT OF TRANSPORTATION

Approved by: _____ Date: _____
District Engineer

AGREEMENT

The _____ (Sponsoring Jurisdiction) and _____ (Group), recognize the need for litter free highways and are entering into this Agreement in an effort to contribute toward maintaining litter free highways.

By signature below, the Group acknowledges the hazardous nature of the work and agrees to the terms and conditions set by the Sponsoring Jurisdiction and the Illinois Adopt-A-Highway Act.

The Group and its volunteers and agents shall assume all responsibility for, and hold the State of Illinois and the Sponsoring Jurisdiction (including their officials, employees and agents) harmless from, any and all claims or actions resulting from the Group's volunteers' or agents' work in the program, except for the negligent acts of the State of Illinois and the Sponsoring Jurisdiction (including their agents or employees).

Members of the Group are jointly and severally bound by the terms and conditions of this Agreement. The Group and the Sponsoring Jurisdiction will fulfill their respective responsibilities as set forth in Sections 25 and 30 of the Illinois Adopt-A-Highway Act. A copy of those sections is attached as an appendix and is expressly incorporated by reference.

The Sponsoring Jurisdiction recognizes and approves the Group as the adopting organization for _____ section of highway/street, and the Group accepts the responsibility of picking up litter on this section for a period of time beginning _____, 199_ and ending _____, 199_.

Name of Group

Group President

Date

Group Coordinator

Date

Director/Sponsoring Jurisdiction

Date