

RoadRANGERS

Roadside Cleanup Volunteer Program



VOLUNTEER INFORMATION PACKET



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PROGRAM MISSION

To provide opportunities for organized groups and/or individuals to make specific volunteer contributions for the purpose of improving the appearance of the Town of Castle Rock's roadsides while building community pride.

WHAT IS THE RoadRANGERS VOLUNTEER PROGRAM?

RoadRANGERS is a program established by the Town of Castle Rock through which volunteers agree to pick up litter along both sides of a section of roadway for a one-year period. The Town provides trash bags and reflective safety vests to volunteers and picks up and disposes of all bagged litter collected by volunteers.

A Town of Castle Rock representative will assist groups in selecting a street segment to adopt. The Town also will execute an agreement with volunteer groups, set up a litter pick-up schedule, and discuss safety rules with volunteers.

In appreciation for volunteer groups' litter removal efforts, the Town will install street signs along adopted street segments, crediting groups for their participation in the RoadRANGERS program.

Adopting groups can take pride in their contributions to the community and be confident that their efforts are increasing public awareness about litter control. RoadRANGERS saves taxpayer dollars and gives adopting organizations a valuable opportunity to work together to make a difference. Churches, scout groups, employee and retired employee associations, service clubs, nonprofit organizations and any group or individual that takes pride in Castle Rock benefit from this opportunity.

WHO CAN PARTICIPATE?

RoadRANGERS is open to individuals or organized groups in the Town of Castle Rock or Douglas County. Some examples include, but are not limited to, scout groups (both boys and girls), students from Douglas County school programs (either individually or as a whole class or club), cycling clubs, hiking

clubs, running clubs, civic organizations, youth groups, church groups, sports groups and businesses.

Also, individuals wishing to make a difference or Douglas County School District high school students wishing to complete their required community service hours for graduation.

Note: One or more adults must supervise groups with members age 18 or under.

WHY PARTICIPATE?

People often notice the litter tossed out by neglectful drivers and feel angry and frustrated that our natural environment is being treated this way. Now, you can put these feelings into action. There are more than 280 miles of streets throughout Town. It's often challenging for the Town's Public Works staff to keep up with the roadside litter that accumulates along our streets. Your volunteer efforts can make the difference in achieving the higher standards we all have for these areas.

Your organization or business also will receive recognition through outlets such as the Town Website and approved signage along the adopted segment. Now, everyone who drives or walks along your adopted street will know that you care for your community and are doing something about it.

BENEFITS OF THE RoadRANGERS PROGRAM

COMMUNITY INVOLVEMENT

RoadRANGERS provides opportunities for groups to help keep Town roadsides free from litter. As a volunteer, you will have a unique opportunity to donate services to the community and enjoy the results of your hard work. RoadRANGERS volunteers become stewards of public lands by working to improve the look of the community in a meaningful way for all to enjoy.

ECONOMIC

When your group or business helps the Public Works Department by maintaining our public lands through litter removal, tax dollars are stretched further. The economic benefit could be seen with more people wanting to live

or establish businesses in the enhanced environment created in part by RoadRANGERS.

ENVIRONMENTAL

Your effort and involvement increases public awareness of the importance of protecting our natural resources and the environment. Your group can create a better environment for yourselves and your neighbors.

INDIVIDUAL

What better feeling can one have than the feeling of knowing that he or she makes a difference? You can make a difference in the aesthetics of your community, the health of the environment and the sense of pride people have in our community. Volunteering keeps you active and outdoors, gaining the many health benefits of an active lifestyle.

PROGRAM POLICIES

When reviewing this document, the term “Volunteer Coordinator” refers to the Town of Castle Rock’s Public Works Department point of contact. “Group Leader” refers to the RoadRANGERS adopting group’s contact.

1. The adopting group must enter into a signed agreement with the Town of Castle Rock (see Page 17).
2. Street segments are adopted on a first-requested basis. Groups will retain the first right of refusal for their segment.
3. All work must be performed during daylight hours.
4. All volunteers must view the *Volunteer Colorado* safety video and the *Meth Lab Waste Recognition* video located at the following link: <https://www.codot.gov/programs/adopt-a-highway/videos.html> and follow those safety guidelines.
5. Litter pickups must be scheduled at least three times per year – usually at least once during the months of April through October. Some areas may require an additional time commitment.

6. Groups should provide the Volunteer Coordinator with at least one week's notice of their intent to perform pickups to allow Town staff time to coordinate resources.
7. All volunteers age 18 or under must have responsible adult supervision. No children under age 7 will be allowed to participate in any RoadRANGERS activities.
8. Each RoadRANGERS volunteer must complete a Volunteer Waiver and Indemnification form annually and submit it to the Volunteer Coordinator **prior** to the first workday. If a participant is age 18 or under, a parent or guardian also must sign the Volunteer Waiver and Indemnification form. Parents assisting with cleanups must also sign Volunteer Waiver and Indemnification forms. Only one Volunteer Waiver and Indemnification form is needed per calendar year.
9. Group Leaders are responsible for completing an Inspection Checklist at the beginning and end of each scheduled workday. The Inspection checklist documents the date, number of volunteers, hours worked, activities accomplished and condition of the adopted area. The Inspection Checklist is an important tool used by the Department to evaluate the program and document volunteer contributions to the Town of Castle Rock. On the reverse side of the checklist is an Audit Roster. **Each participant must sign in/out on the roster each workday, because it is turned in to the Town's insurance carrier.**
10. Volunteers shall provide their own transportation and tools to accomplish the program requirements. This includes gloves.
11. Volunteers shall agree to abide by all applicable Town regulations.
12. A designated Group Leader will be required for each organization to serve as the liaison to the Town's Volunteer Coordinator. The Group Leader will be responsible for signing the Statement of Commitment, scheduling workdays, and ensuring compliance with the Statement of Commitment.
13. Group Leaders must have a first aid kit and be aware of local emergency services in case of injuries.

14. Adopting groups may keep proceeds from any materials with recyclable value that are collected.
15. The Public Works Department will provide trash bags and safety vests. Safety vests must be returned to the Department along with the Inspection Checklist and Audit Roster. The Town will collect and dispose of filled bags after your workday.
16. The Town will monitor and record all forms for the RoadRANGERS group and will provide a spreadsheet showing the forms received from participants.

HOW TO APPLY

STEP ONE: SELECT AND SUBMIT AN APPLICATION FORM

Streets that may be considered for adoption are shown on the map (see Page 15). Typically, these streets have higher traffic volumes and are where most of the litter accumulates. Groups may select segments on a first-requested basis. Groups will retain the first right of refusal for their segment.

Once you select a roadway to adopt, let us know by completing the application form or calling the Public Works Department at 720-733-2462. The Town's Public Works staff will answer any questions you may have and help you complete the application form.

STEP TWO: REVIEW AND COMPLETE THE INFORMATION PACKET

Once the Town confirms the proposed area is available for adoption, you should read and complete all the information in this Packet. Contained in it is a Statement of Commitment, which describes the responsibilities of the Group Leader, adopting group and the Town. Each participant must complete and sign a Volunteer Waiver and Indemnification form. Groups must assign a Group Leader to be the contact person for the Town. Once all forms are completed, you may mail them to or drop them off at:

Town of Castle Rock Service Center
4175 N Castleton Court
Castle Rock, CO 80109

STEP THREE: RoadRANGERS STAFF APPROVAL

Once the Town approves the adoption and you sign the Statement of Commitment, your group is ready to start. A letter will be sent to the Group Leader once the adoption is approved.

STEP FOUR: SCHEDULE SAFETY GUIDELINES TRAINING

Contact the Public Works Department Volunteer Coordinator at 720-733-2462 when you have viewed the *Volunteer Colorado* safety video and the *Meth Lab Waste Recognition* video located at the following link: <https://www.codot.gov/programs/adopt-a-highway/videos.html>.

It is the Group Leader's responsibility to review the safety guidelines to your group.

STEP FIVE: ORGANIZE AND PLAN YOUR FIRST CLEANUP

Select a date for your first cleanup and then arrange with the Public Works Department to pick up trash bags and safety vests. The group must supply all other supplies and tools. Cleanup materials should include gloves, rakes, etc.

The Public Works Department will collect the filled trash bags and dispose of them. Use your Inspection Checklist to document the date, number of volunteers, hours worked, activities accomplished and condition of the adopted area. The Inspection Checklist is an important tool used by the Department to evaluate streets and roadsides and document volunteer contributions to the Town of Castle Rock. Also, included on the reverse side of the checklist is an Audit Roster. **Each participant must sign in/out on the roster each workday, because it is turned in to the Town's insurance carrier.** Safety vests must be returned to the Department along with the Inspection Checklist and Audit Roster.

For subsequent cleanup days, continue to inform the Public Works Department before the desired date to check for scheduling conflicts, to arrange for trash bags and safety vests, and to ensure prompt pick up of all litter collected. Groups should provide the Volunteer Coordinator with at least one week's notice of their intent to perform pickups to allow Town staff time to coordinate resources.

STEP SIX: RENEWAL

Within 60 days of the term expiration, RoadRANGERS groups must submit a *Statement of Commitment* form provided by the Volunteer Coordinator to the Public Works Department to continue with their adoption activities.

RECYCLING

RoadRANGERS groups are encouraged to recycle materials whenever possible by placing recyclable materials in a bag labeled "Recycle." Place it with the other garbage bags in the designated collection site. If desired, adopting groups may take recyclables to an appropriate recycling center and keep any proceeds derived. If not, the Town will recycle the bagged materials.

RECOGNITION

RoadRANGERS groups will receive recognition in the form of a sign posted along the street segment they have agreed to maintain and a Certificate of Appreciation signed by the Public Works Director.

ACCIDENTS AND EMERGENCIES

RoadRANGERS groups are volunteers and as such are individually responsible for any/all injuries resulting from these activities. For record-keeping purposes, groups must report all accidents and injuries within 24 hours to the Public Works Department and, if needed, Police Department. Please contact the Volunteer Coordinator for additional information.

Note: In case of an accident or injury, call 911.

SAFETY GUIDELINES

All participants are required to view the *Volunteer Colorado* safety video and the *Meth Lab Waste Recognition* video **prior** to participating in a pickup event. Those can be found using the following link:

<https://www.codot.gov/programs/adopt-a-highway/videos.html>

The Group Leader is responsible for ensuring that all volunteers have viewed these videos and completed the Volunteer Waiver and Indemnification form.

A parent or guardian must sign the waiver if the volunteers are age 18 or under.

The Group Leader should advise Volunteers of the following safety recommendations:

- Wear provided safety vests at all times.
- Wear sunscreen, sunglasses and a hat for protection from the sun.
- Wear leatherwork gloves and/or latex gloves at all times.
- Wear boots or closed-toe shoes.
- Work on only one side of the street at a time.
- Keep volunteers together for better visibility to motorists.
- Designate one person to watch traffic.
- Do not work in the street, and never walk on the street.
- Do not pick up litter that is in the street.
- Drink plenty of water.
- Stay within designated cleanup boundaries.
- Do not trespass on private property.
- Supervise children at all times.
- Lift objects with your legs, not with your back.
- Tie trash bags tightly.
- Avoid construction areas.
- Leave pets at home.
- Obey all traffic rules and regulations. Always cross the street at corners. Ensure that motorists see you and are stopping before you enter the street.
- Beware of bees, poison ivy, poison oak and other irritants. Wear insect repellent.
- Do not apply any pesticides or herbicides.
- Wash your hands thoroughly when done with the cleanup.
- Provide a cellular telephone for the Group Leader, and list emergency contact numbers.

Under no circumstances should you pick up any of the below items. Alert the Group Leader and others in the area immediately if you see:

- Hypodermic needles, syringes, medical waste or condoms
- Chemical containers
- Dead animals
- Sharp items (broken glass, nails, etc.)

Note: The Group Leader should notify the appropriate authorities if these items are found.

WILDLIFE ENCOUNTERS

When you're participating in a pickup event you may encounter different types of wildlife, especially in the long grasses alongside some streets. While viewing wildlife can be exciting, please use caution. A few tips are included for your information.

Bear and lion attacks on humans are rare. Talking or making some noise to warn bears and lions of your presence can prevent unexpected encounters or conflicts with wildlife. Remember to stay alert and aware of your surroundings.

PRAIRIE RATTLESNAKES

This is a poisonous snake found in grassland areas, most often seen sunning themselves on rocky outcrops. They mainly prey on rodents but also feed on bird eggs and lizards. These snakes will rattle their tails as a warning if you approach too close and may bite as a last resort. Poisonous snakes can be observed from a safe distance, as they are generally not aggressive toward people unless they are startled, cornered or stepped on.



What to do if you encounter a rattlesnake:

- Most importantly, remain calm and still at first
- Give the snake a lot of room and walk around it or back away
- Do not handle, move or harass the snake

FACTS ABOUT POISON IVY

What is poison ivy?

Poison ivy is a 3-leaved plant found throughout the United States. All parts of the plant (leaves, vines and roots) contain oil called urushiol that causes an allergic reaction like a rash. The plant can grow as a bush or climb up trees and across the ground. The risk is present year-round.

How do I get a poison ivy rash?

- From touching it or touching something that has touched it.
- Inhaling smoke from firewood burning with poison ivy on it.



What is it like to get it?

At first, the allergic reaction will be a slight itchy spot, which gets worse. Severe reactions can cause giant red sores. Rashes can last from one to three weeks but can be treated with prescription remedies.

Can the allergic reaction be prevented?

- Wear long pants and long-sleeves to prevent direct skin contact.
- Rinse the affected area with a lot of cold water within one hour.
- Wash the affected area and clothes with alcohol within six hours.

ORGANIZING A CLEANUP

RoadRANGERS Group Leaders must:

1. Call the Public Works Department, 720-733-2462, to schedule a pickup day at least one week prior to the proposed date.
2. Notify the volunteers and designate a place to meet. Ask participants to bring their own work gloves and tools.
3. Stock and bring a first-aid kit.
4. Before cleanup begins:
 - Have all participants sign the Audit Roster.
 - Verify that all participants have a signed, completed Volunteer Waiver and Indemnification form on file with the Town.
 - Review safety guidelines.
 - Determine who is responsible for child participants and keep them away from dangerous areas.
 - Tell participants to report all problems to the Group Leader.
 - Tell everyone to return to the designated meeting place at the end of the cleanup.
 - Distribute trash bags and safety vests.
5. After cleanup is completed:
 - Have all participants document their time on the the Audit Roster.
 - Collect all safety vests.
6. Complete the Inspection Checklist at the end of the workday.
7. Submit Audit Roster, Inspection Checklist and safety vests to the Public Works Department.

Participants are encouraged to submit photos taken at their pickup days. The photos will be used to promote the group's work and the RoadRANGERS program. Each participant has the option to agree to Photo Release terms on the Volunteer Waiver Indemnification Form. Photos can be placed on a disk and submitted with your paperwork or can be e-mailed to the Volunteer Coordinator at langus@crgov.com.

SIGN STANDARDS

One sign will be posted along each adopted street segment, recognizing the RoadRANGERS group. The sign will be one panel with a white background and black & orange lettering. It will be 24 inches tall by 12 inches wide. A sample sign is shown below:



RoadRANGERS Roadside Cleanup Volunteer Program

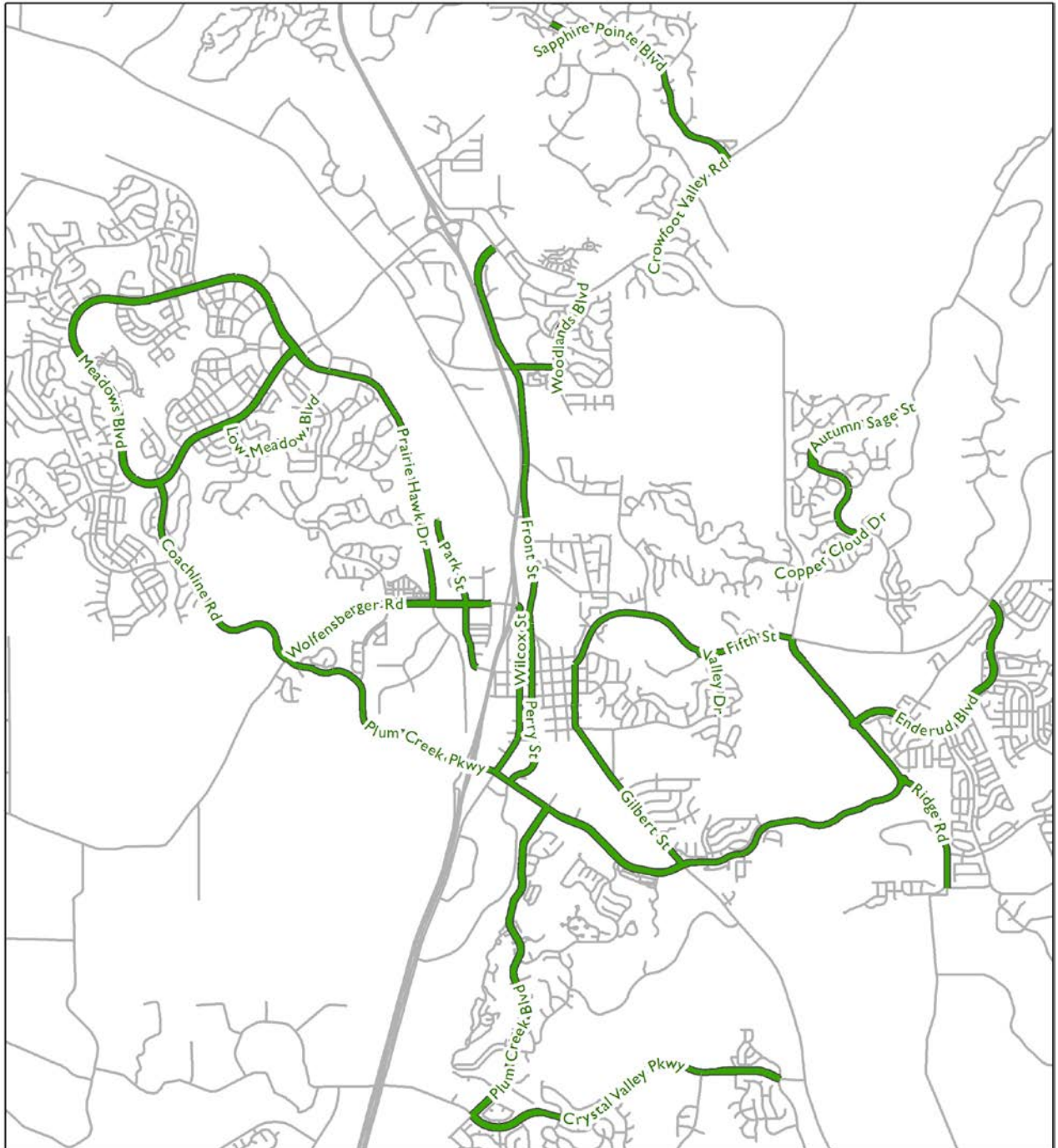
STREET ADOPTION LOCATIONS

(Rev January 2015)

STREET SEGMENT	START POINT	END POINT	LENGTH (Mile)	# OF SIGNS
Sapphire Pointe Boulevard	Crowfoot Valley Road	Galaxy Way	1.5	1
Crowfoot Valley Road	Founders Parkway	Sapphire Point Blvd.	0.75	2
Blackfeather Trail/ Woodlands Boulevard	Front Street	Founders Parkway	0.75	2
Front Street	Founders Parkway	Scott Boulevard	1.25	2
Front Street	Scott Boulevard	Fifth Street	1.25	2
Perry Street	Fifth Street	Plum Creek Pkwy.	1	2
Wilcox Street	East I-25 ramps	Plum Creek Pkwy.	1	2
Plum Creek Parkway	Wilcox Street	Gilbert Street	1.25	2
Plum Creek Parkway	Gilbert Street	Ridge Road	1.5	2
Plum Creek Parkway	I-25	Wolfensberger	1.6	2
Fifth Street	Gilbert Street	Ridge Road	1.5	2
Gilbert Street	Fifth Street	Plum Creek Pkwy.	1.5	2
Valley Drive	South Street	Fifth Street	1.25	1
Ridge Road	Fifth Street	Appleton Way	1.75	2
Enderud Boulevard	Ridge Road	State Highway 86	1.5	2
Copper Cloud Drive/ Autumn Sage Drive	Founders Parkway	Castle Oaks Drive	1.5	2
Plum Creek Boulevard	Plum Creek Parkway	Emerald Drive	1	2
Plum Creek Boulevard	Emerald Drive	Crystal Valley Pkwy.	1	2
Crystal Valley Parkway	Plum Creek Blvd.	Lions Paw Street	1	2
Crystal Valley Parkway	Lions Paw Street	East Loop Road	1	2
Topeka Way/Prairie Hawk Drive	Wolfensberger Road	W. End of Topeka Way	1	1
Park Street	N. End of Park Street	Fifth Street Bridge	1	1
Wolfensberger Road	Coachline Road	Kinner Street	1.25	2
Prairie Hawk Drive	Meadows Parkway	Wolfensberger Road	2	2
Coachline Road	Meadows Boulevard	Wolfensberger Road	1.5	2
Meadows Boulevard	Prairie Hawk Drive	Butterfield Crossing Dr.	1.5	2
Meadows Boulevard	Butterfield Crossing Dr.	Coachline Road	1	2
Meadows Boulevard	Coachline Road	Prairie Hawk Drive	1.25	2
Low Meadows Blvd.	Meadows Pkwy	Red Hawk Drive	1.25	1

RoadRANGERS Roadside Cleanup Volunteer Program

STREET ADOPTION SEGMENT MAP



RoadRANGERS Roadside Cleanup Volunteer Program

APPLICATION

TODAY'S DATE: _____

PROPOSED ADOPTION LOCATION: _____

ADOPTING GROUP NAME: _____

TYPE OF ORGANIZATION: Business Church Community Group
(circle one) Service Group Club School Group
Scout Group Other _____

VOLUNTEER COORDINATOR: _____

PHONE NUMBER: _____

MAILING ADDRESS: _____

E-MAIL: _____

ESTIMATED NUMBER OF PARTICIPANTS:
Adults _____ Youth (18 and under) _____

TOTAL ESTIMATED NUMBER OF PARTICIPANTS: _____

What do you or your organization hope to gain from this experience?

STATEMENT OF COMMITMENT

I have read and agree to abide by the policies, regulations and safety recommendations as put forth by the Town of Castle Rock (for myself or as the representative of the above listed group) in regard to the RoadRANGERS program. I understand that this is an application for the RoadRANGERS program and that a Town of Castle Rock Public Works representative will contact me to finalize an agreement. In addition, I understand that the Public Works Director will make the final determination as to whether a group can participate and make the final assignment.

SIGNATURE: _____ **DATE:** _____

SIGNATOR'S NAME (please print): _____

RoadRANGERS Roadside Cleanup Volunteer Program

STATEMENT OF COMMITMENT

RoadRANGERS is a cooperative effort between the Town of Castle Rock Public Works Department and residents, business owners, organizations, etc., that wish to contribute to the appearance of their community. Both parties, therefore, commit to each other to perform certain activities for maintaining roadsides free of litter. It is understood that at no time is the safety of any volunteer to be compromised in the performance of any activity associated with this program.

THE GROUP LEADER ON BEHALF OF _____ AGREES TO:

The group, both jointly and independently, acknowledges the hazardous nature of the work and agrees to the following terms and conditions:

- Participants in the group agree to obey and abide by all laws and regulations relating to safety and any special terms and conditions that may be required by the Public Works Department for a particular street segment.
- The group shall appoint or select a Group Leader to serve as the group spokesperson and leader during pickup events.
- The spokesperson will obtain trash bags and safety vests from the Public Works Department during regular business hours. The group will be responsible for all other supplies and materials.
- When participants are age 18 or younger, the group shall furnish adequate supervision.
- The Group Leader will assure that all participants are responsible people.
- Groups shall perform organized litter pickup at least three (3) times each year as determined by the Public Works Department and at additional times as required by the Public Works Director.
- The group shall be responsible for placing litter in trash bags furnished by the Public Works Department. Unused materials and supplies furnished by the Town shall be returned to the Town within one week of the organized pickup event.
- The group will abide by all policies set forth in the RoadRANGERS program.

- The Group Leader shall be responsible for prohibiting participants from possessing or consuming alcoholic beverages or drugs during the pickup event.
- The method, manner and appearance of the participants will not in any way distract, disrupt or adversely affect traffic. Participants may not display messages, carry banners or advertise their business affiliation or cause.
- The Group Leader will assure that all volunteers have completed the necessary safety training and signed and submitted the necessary forms to the Town prior to beginning any activities.
- The Group Leader will discuss safety precautions with participants and assure that the appropriate tools and equipment are used during cleanups.
- The group shall submit a work plan and/or diagram when requested by the Department.
- The group shall be responsible for maintaining a first-aid kit and ensuring that all participants follow all safety standards.
- The group shall release, relieve, hold harmless and indemnify the Town of Castle Rock and the Public Works Department, its agents, servants and employees for any and all actions, claims, injuries or lawsuits arising out of or in any way connected to the activities connected with the RoadRANGERS program.
- The group shall report to the Public Works Department any injury incurred by any participant during cleanup activities and any hazard encountered at the adopted site.

THE CASTLE ROCK PUBLIC WORKS DEPARTMENT AGREES TO:

- Communicate with the volunteer Group Leader via a Town liaison regarding the performance of their duties and special workdays.
- Coordinate the viewing of safety videos and review of safety guidelines.
- Supply trash bags and safety vests.
- Arrange for the removal and disposal of any litter, trash, leaves and material collected from the adopted site, including recyclable materials.
- Supply and install one RoadRANGERS sign with the adopter's name on it when the adopter has satisfactorily performed the duties stated in this agreement.
- Provide maps of the adopted street segment to the Group Leader, if requested.

The beginning and end dates of this agreement will be decided by the mutual consent of both parties. The Town of Castle Rock Public Works Department can renew the agreement for any period. Either the Town or the group may terminate this agreement within ten (10) days by written notification.

I have read and understood this statement of commitment for the RoadRANGERS program, and I agree to the terms of participation.

GROUP _____

GROUP LEADER _____

DATE _____

TOWN OF CASTLE ROCK

PUBLIC WORKS DIRECTOR _____

DATE _____

RoadRANGERS Roadside Cleanup Volunteer Program

VOLUNTEER WAIVER FORM AND INDEMNIFICATION FORM

RELEASE OF LIABILITY AND INDEMNIFICATION AGREEMENT:

*****PARTICIPANT MUST READ CAREFULLY BEFORE SIGNING*****

1. In consideration for being permitted to perform the below-described volunteer activities for the Town of Castle Rock, I hereby acknowledge, represent, and agree as follows:

A. I understand that said activities are or may be dangerous and do or may involve risks of injury, loss, or damage. I further acknowledge that such risks may include but not be limited to bodily injury, personal injury, sickness, disease, death and property loss or damage. I acknowledge that such risks may arise from a variety of foreseeable and unforeseeable circumstances connected with the use of the activities, including but not limited to the following hazards:

- High-speed traffic
- Possible cuts and scrapes on hands if left unprotected
- Exposure to noxious weeds/plants
- Exposure to hazardous materials
- Contact with wildlife such as snakes and skunks

_____ (Participant initial here)

_____ (If Participant is under 18 years old, Parent initial here)

B. By signing this **RELEASE AND INDEMNIFICATION AGREEMENT**, I hereby expressly assume all such risks of injury, loss or damage to me or to any third party arising out of or in any way related to the above-described activities, whether or not caused by the act, omission, negligence, or other fault of the Town, its officers, its employees or by any other cause.

_____ (Participant initial here)

_____ (If Participant is under 18 years old, Parent initial here)

C. By signing this **RELEASE AND INDEMNIFICATION AGREEMENT**, I further hereby waive, exempt, release, and discharge the Town, its officers and its employees from any and all claims, demands and actions for such injury, loss, or damage, arising out of or in any way related to the above-described activities, whether or not caused by the act, omission, negligence or other fault of the Town, its officers, its employees or by any other cause, excepting only the willful and wanton conduct of the Town's officers or employees.

_____ (Participant initial here)

_____ (If Participant is under 18 years old, Parent initial here)

D. I further agree to defend, indemnify and hold harmless the Town, its officers, employees, insurers and self-insurance pool from and against all liability, claims and demands, including any third-party claim asserted against the Town, its officers, employees, insurers or self-insurance pool, on account of injury, loss, or damage,

including without limitation claims arising from bodily injury, personal injury, sickness, disease, death, property loss or damage or any other loss of any kind whatsoever, which arise out of or are in any way related to the above-described activities, whether or not caused by my act, omission, negligence or other fault or by the act, omission, negligence or other fault of the Town, its officers, its employees or by any other cause, excepting only the willful and wanton conduct of the Town's officers or employees.

_____ **(Participant initial here)**
_____ **(If Participant is under 18 years old, Parent initial here)**

E. By signing this **RELEASE AND INDEMNIFICATION AGREEMENT**, I hereby acknowledge and agree that said **AGREEMENT** extends to all acts, omissions, negligence or other fault of the Town, its officers, and/or its employees, and that said **AGREEMENT** is intended to be as broad and inclusive as is permitted by the laws of the State of Colorado. If any portion hereof is held invalid, it is further agreed that the balance shall, notwithstanding, continue in full legal force and effect.

_____ **(Participant initial here)**
_____ **(If Participant is under 18 years old, Parent initial here)**

F. I understand and acknowledge that the Town, its officers and its employees are relying on and do not waive or intend to waive by any provision of this **RELEASE AND INDEMNIFICATION AGREEMENT**, the monetary limitations (presently \$150,000 per person and \$600,000 per occurrence) or any other rights, immunities and protections provided by the Colorado Governmental Immunity Act, C.R.S. §24-10-101 et seq., as amended or otherwise available to the Town, its officers or its employees.

_____ **(Participant initial here)**
_____ **(If Participant is under 18 years old, Parent initial here)**

G. I understand and agree that this **RELEASE AND INDEMNIFICATION AGREEMENT** shall be governed by the laws of the State of Colorado and that jurisdiction and venue for any suit or cause of action under this Agreement shall lie in the courts of Douglas County, Colorado.

_____ **(Participant initial here)**
_____ **(If Participant is under 18 years old, Parent initial here)**

H. This **RELEASE AND INDEMNIFICATION AGREEMENT** shall be effective as of the date set forth below and shall be binding upon me, my successors, representatives, heirs, executors, assigns and transferees.

_____ **(Participant initial here)**
_____ **(If Participant is under 18 years old, Parent initial here)**

I. I hereby grant the Town of Castle Rock and the Public Works Department the right and license to use my name and my child's name, image, likeness and comments in Castle Rock's materials for internal and external audiences. These materials include but are not limited to advertisements, brochures, news releases, magazines, newspapers, newsletters, videos and Web sites.

_____ **(Participant initial here)**
_____ **(If Participant is under 18 years old, Parent initial here)**

II. PARTICIPANT SIGNATURE AND DATE:

Participant (print name): _____ Participant Signature: _____

Date of Signature: _____ Year of Birth: _____

Emergency Contact: _____ Phone: _____

III. IF PARTICIPANT IS UNDER 18 YEARS OLD, PARENT PLEASE READ AND COMPLETE:

By initialing above and signing below, I acknowledge that I am the parent of the above-named Participant as the term "parent" is defined in C.R.S. Section 13-22-107(2)(b), and I hereby waive and release any prospective claim of the Participant against the Town, its officers, and its employees for negligence, to the extent provided in C.R.S. Section 13-22-107(3), in connection with the above-described activities.

If signing for other family members, please print their names and year of birth below:

Family Member's Name: _____ DOB: _____

Family Member's Name: _____ DOB: _____

Family Member's Name: _____ DOB: _____

Family Member's Name: _____ DOB: _____

Parent (print name): _____ Parent Signature: _____

Date: _____

Mailing Address: _____

E-mail Address: _____ Emergency Information: _____

Telephone: _____

RoadRANGERS Roadside Cleanup Volunteer Program

INSPECTION CHECKLIST

NOTE: This form should be completed each time a group returns from performing a roadside cleanup. The Group Leader is responsible for returning the completed form to the Public Works Department no later than the 30th of the month in which work was performed.

GROUP: _____

PICKUP DATE: _____

STREET SEGMENT: _____

GROUP LEADER: _____

GROUP LEADER PHONE NUMBER: _____

HAVE WAIVERS BEEN SUBMITTED FOR ALL VOLUNTEERS: YES NO

NUMBER OF VOLUNTEERS: _____

TIME WORKED:

 START: _____

 END: _____

WHAT ACTIVITIES DID YOU ACCOMPLISH DURING YOUR PICKUP DAY?

WHAT IS THE GENERAL CONDITION OF THE ADOPTED AREA?

LIST ANY ITEMS THAT REQUIRE IMMEDIATE MAINTENANCE ATTENTION (BE SPECIFIC)

RETURN CHECKLIST TO:

Town of Castle Rock
PUBLIC WORKS DEPARTMENT
4175 N Castleton Ct
Castle Rock, CO 80109
720-733-2462 Phone / 303-660-1025 FAX
langus@crgov.com

RoadRANGERS Roadside Cleanup Volunteer Program

AUDIT ROSTER

NOTE: This form should be completed each time a group returns from performing a roadside cleanup. The Group Leader is responsible for returning the completed form to the Public Works Department no later than the 30th of the month in which work was performed.

GROUP: _____

PICKUP DATE: _____

STREET SEGMENT: _____

GROUP LEADER: _____

GROUP LEADER PHONE NUMBER: _____

Participant's Name (please print)	Number of Hours Worked	Description of Duties

RoadRANGERS Roadside Cleanup Volunteer Program

CONTACT INFORMATION

www.CRgov.com/roadrangers

Eric Lee

Volunteer Coordinator
720-733-2266 Phone
303-660-1025 FAX
elee@CRgov.com

Linda Angus

Assistant Volunteer Coordinator
720-733-2462 Phone
303-660-1025 FAX
langus@CRgov.com

Public Works on-call pager number: 720-490-5078