

Adopt-A-Street Program Guidelines



The graphic features a header with the City of El Paso logo (EP TX CITY OF EL PASO) on the left, the title 'Adopt-A-Street' in large blue font with a yellow star, and 'Streets and Maintenance Department' below it. To the right is a mountain silhouette with a yellow star and the text 'EL PASO STRONGER TOGETHER'. The main body shows two workers in yellow safety vests and blue caps. The worker on the left is using a tool to pick up trash, while the worker on the right is filling a blue bag with the EP TX logo. Between them is a list of four guidelines, each preceded by a circular icon: a calendar for '2-year commitment', a trash bag for '4 clean-ups per year, one every 3 months', a road for 'Both sides of the street in one mile segments', and safety vests for 'Daytime only, with safety vests or bright clothing'. The bottom of the graphic has a dark blue bar with the text 'CLEANER STREETS ★ A BRIGHTER EL PASO'.

EP TX
CITY OF EL PASO

Adopt-A-Street

Streets and Maintenance Department

EL PASO
STRONGER TOGETHER

-  **2-year commitment**
-  **4 clean-ups per year, one every 3 months**
-  **Both sides of the street in one mile segments**
-  **Daytime only, with safety vests or bright clothing**

CLEANER STREETS ★ A BRIGHTER EL PASO

City of El Paso
Streets & Maintenance Department 7968 San Paulo Drive
El Paso, Texas 79907
Email: adoptastreet@elpasotexas.gov

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What is the Adopt-A-Street Program

The City of El Paso Adopt-A-Street Program encourages community involvement in beautifying the city's streets parkways and enhancing the local environment. Through this program, individuals, civic organizations, and businesses can take an active role in keeping El Paso clean by adopting a one-mile segment of an arterial or collector street. Residential streets will not be available for adoption.

Participants agree to maintain their adopted street segment by removing weeds, trash and debris a minimum four times per year (once quarterly). The commitment is for a two-year term with the option to renew. The program is designed to foster civic pride and a sense of responsibility toward the community and the environment.

Program Eligibility Requirements

Interested parties must meet program requirements to adopt a street segment.

- **Age Requirement:** Participants must be 18 years or older to submit an adoption application. Minors may participate in cleaning if accompanied by an adult.
- **Commitment:** Participants should be dedicated and enthusiastic about the responsibility involved in adopting and maintaining a street. This includes the willingness to follow through with cleaning their adopted street segment at a minimum four times per year (once quarterly) over a two-year period.
 - Quarter 1 - September 1st – November 30th
 - Quarter 2 - December 1st – February 28th
 - Quarter 3 - March 1st- May 31st
 - Quarter 4 - June 1st - August 31st
- **Volunteer Agreement:** All volunteers must fill out a volunteer agreement prior to a clean-up event or they will not be permitted to conduct cleanings.
- **Reporting:** Participants must make a commitment to submit cleanup information to the City of El Paso, Adopt-A-Street program coordinator, in a timely manner. Participants may report cleanups on the program webpage “Report Cleanup”

Who Can Adopt-A-Street

Participants do not have to be a City of El Paso resident to participate in the Adopt-A-Street Program. Participants can be:

- Businesses
- Community organizations
- Civic groups
- School organizations
- Neighborhood associations
- Church groups
- Individual volunteers

How to Adopt a Street

Only one-mile arterial and collector streets are eligible for adoption. Interested participants can follow these steps:

Choose a Street Segment: Visit the City of El Paso Adopt-A-Street program webpage to view the helpful interactive map, [Adopt-A-Street Interactive Map](#). The map allows participants to view which street segments are available for adoption. Keep in mind the average street segment is approximately one-mile; however, segments vary from .90 miles to 1.75 miles.

Complete the Application: After selecting the desired street segment, review the program guidelines and submit the online application. The application can be found on the program webpage. Once the application is approved, the participants will receive a confirmation email from the Adopt-A-Street coordinator. Street segments are available on a first-come, first-served basis. If your desired street has already been adopted, you will receive an email prompting you to select another street.

Start Cleaning: Once approved, participants will be responsible for regularly cleaning up the chosen street segment and ensuring it stays free of debris and trash.

What is Required of Participants

Minimum Commitment - Four (4) clean-ups per year, at least once every three months, totaling at least eight (8) clean-ups over the two-year adoption period.

Cleanup Guidelines - Participants should clean both sides of the adopted street segment. Safety is very important; participants must wear brightly colored clothing or safety vests. Minors must be accompanied by a parent or responsible adult. While conducting cleanups, if your group encounters illegal dumping (e.g., tires, mattresses, or large furniture), please do not attempt to remove these items on your own. Instead, contact 311 and request removal by the city.

Reporting - After each clean-up, volunteers must report the following information online:

- Street name
- Number of volunteers
- Time spent cleaning
- Trash disposal method
- Location and quantity of trash bags (if requesting city staff to collect them)
- Pictures of the cleanup (**a picture of the trash bags piled up at the end is required**; however, before, during, and after photos are highly encouraged-we want to show off your hard work!)

Failure to meet cleanup or reporting requirements may result in the cancellation of street segment adoption. Participants removed from the program may reapply after a one-year period.

How to Schedule Cleanup Events

Participants can conduct cleanups as soon as they receive their adoption confirmation email. For safety reasons, cleanups should be conducted during daylight hours only. Participants should not schedule cleanups after twilight or in the evenings. **Participants should not conduct cleanups on the street or median islands.**

Participants will clean along both sides of the adopted street segment. Sidewalks and traffic lanes are to be kept free of bags or debris collected.

What Happens to the Trash Collected

Participants are encouraged to dispose of litter collected at the designated Citizen Collection Stations

- (Northeast) 4501 Hondo Pass Dr, El Paso, TX 79924
- (Central) 2492 Harrison Ave, El Paso, TX 79930
- (Westside) 121 Atlantic Rd, El Paso, TX 79922
- (Mission Valley) 1034 Pendale Rd, El Paso, TX 79907
- (Eastside) 3510 Confederate Dr, El Paso, TX 79936

Everyone must present a current water bill along with an ID that matches the address on the bill to gain entry to a Citizen Collection Station. A pickup of trash bags can be scheduled with the City of El Paso, Environmental Services Division. To request that city staff collect the trash bags, please coordinate, at minimum, two weeks ahead of the clean-up with the Adopt-A-Street coordinator. Location and quantity of trash bags must be included in the reporting. While conducting cleanups, if your group encounters illegal dumping (e.g., tires, mattresses, or large furniture), please do not attempt to remove these items on your own. Instead, contact 311 and submit a request for removal by the city.

NOTE: If a volunteer group successfully completes all clean-ups during the adoption period and disposes of collected waste independently—either by using the citizen collection station or other means without requesting city assistance—the group will be eligible to keep the bottom portion of their signs in recognition of their hard work and dedication.

What does the City Provide Participants

In recognition of the participants' hard work and commitment to keep El Paso clean, the City of El Paso will fabricate and install two signs with the participants' selected wording. (Wording is subject to approval).

The city will provide supplies for groups of up to 10 people. There is no minimum or maximum number of volunteers who can participate; however, if the group exceeds 10 people, additional materials will be at the expense of the group. Supplies for a group of 10 or more are as follows

- 5 boxes of 30-gallon trash bags (or as many as needed)
- 10 pairs of gloves
- 10 safety vests
- 3 shovels
- 3 rakes
- 3 brooms
- 3 dustpans

Shovels, rakes, brooms, and dust pans are to be returned at the end of the adoption period. Safety vests and gloves can be kept indefinitely.

Participants can schedule an appointment to pick up supplies, Monday-Thursday from 9:00 a.m. to 4:00 p.m. Appointments can be scheduled via email to the Adopt-A-Street coordinator at adoptastreet@elpasotexas.gov. Upon arrival at Streets and Maintenance, inform staff at the security desk of the appointment to pick up Adopt-A-Street supplies. The Streets and Maintenance Department address is:

7968 San Paulo Drive
El Paso, Texas 79907

How or When are Adopt-A-Street Signs Installed

The City of El Paso acknowledges volunteers' contributions and commitment to keeping El Paso clean and beautiful by fabricating and installing two signs at the street segment adopted by the participant. The signs will be installed along the adopted street segment, at the beginning and end of the street, facing oncoming traffic. The signs will be installed after the first successful and verified cleanup event. Signs may take up to 120 days to be fabricated and installed after the first cleanup is verified.

Wording That Can be Placed on the Signs

For Adopt-A-Street signs the wording should be clear, and concise. Participants are permitted three (3) lines of text.

Line (1) options are as follows:

Option 1: Adopted by

Option 2: In Honor of

Option 3: Dedicated to

Option 4: In Memory of

Option 5: In Celebration of

Line (2): Maximum of 25 characters per line (spaces count as characters).

Line (3): Maximum of 25 characters per line (spaces count as characters).

(All wording is subject to approval).

Is there a Cost to Adopt a Street

There is no cost to participate in the City of El Paso's Adopt-A-Street Program. This is a first-come, first-served volunteer program and the availability of a desired street segment is not guaranteed. Participants are expected to fully commit to keeping their adopted segment clean and free of debris a minimum of four times per year (once quarterly). Participants may conduct additional cleanups as often as they deem necessary to keep the parkway clean.

What Happens After the Two-Year Adoption Commitment

The Adopt-A-Street coordinator will notify the participant of the adoption start and renewal date. After the two years are up and all terms have been fulfilled, the participant will have the option to renew the adoption for an additional two years. If the terms are not met (minimum of four cleanups per year and reporting obligation) the adoption may be terminated by the Adopt-A-Street coordinator.

NOTE: If a volunteer group successfully completes all clean-ups during the two-year adoption period and disposes of collected waste independently—either by using the citizen collection

station or other means without requesting city assistance—the group will be eligible to keep the bottom portion of their signs in recognition of their hard work and dedication.

How do Participants Start the Adoption Process

- ☒ **APPLY:** Select the street segment, review and agree to the program guidelines, complete the application, and submit it.
- ☒ **SCHEDULE:** Upon adoption approval, schedule a pickup of supplies from the City of El Paso and conduct your first cleanup event.
- ☒ **REPORT:** After each cleanup, submit the required information online. Once the first cleanup is verified, the sign fabrication and installation process will commence. Keep in mind it may take up to 120 days.

Adopt-A-Street Program Terms & Conditions

This program operates at the city's discretion and may be discontinued at any time. The city reserves the right to alter the contents of the program and/or modify adoptable segments in the program. It is the sole responsibility of the volunteer participants to obey all terms and conditions of the program and to monitor the required number of cleanings to meet the terms of the program. The city may, at its discretion, send out quarterly courtesy cleanup reminders to volunteer participants, but is not obligated to do so.

Cleanings are the sole responsibility of the volunteer participants.

By submitting your email address, you are authorizing the city to use this email for the purposes of this program and this program only. By submitting your email address, you are agreeing to receive communication for this program.

Photos submitted by program participants become the property of the City of El Paso and may be used to promote the Adopt-A-Street program. By submitting photos, you also authorize the City of El Paso to use the photos for social media promotion related to the Adopt-A-Street program. The City will not sell or distribute the photos, pay for their use, or use for any purpose outside of the original intent of this program. The city reserves the right to blur or redact any derogatory or objectionable items from submitted photos.