

<u>TITLE</u>	<u>DATE</u>	<u>ORIGINATING DEPARTMENT</u>
An ordinance to add new Sections 50-155 to 50-157 to Chapter 58, Article IV, Division 4, of the City of Shreveport, Louisiana, Code of Ordinances relative to the Adopt-A-Bus Stop/Shelter Program, and to otherwise provide with respect thereto.	September 28, 2021	SporTran
		<u>COUNCIL DISTRICT</u>
		City-wide

PURPOSE

To add Adopt-A- Bus Stop/Shelter as a new program to the City Code sections to include SporTran application process the Adopting Organization(s).

BACKGROUND INFORMATION

The **Adopt-A-Bus Stop/Shelter Program** enables citizens and/or “*Adopting Organizations*” to adopt transit bus stop site, or other street rights-of-way not commonly used by transit services within the corporate limits of the City for the sole purpose of cleaning and/or removing litter and landscape efforts along such portions of the street(s).

The City desires to allow SporTran to administer of the Adopt-A-Bus Stop/Shelter Program and to achieve the program goals.

TIMETABLE

Introduction: September 28, 2021
Final Passage: October 12, 2021

ATTACHMENTS**SPECIAL PROCEDURAL REQUIREMENTS None****FINANCES****SOURCE OF FUNDS**

SporTran Enterprise Fund

ALTERNATIVES

(1) Adopt the ordinance as submitted, or (2) Amend the ordinance, or (3) Reject the ordinance.

RECOMMENDATION

It is recommended that the City Council adopt the ordinance.

FACT SHEET PREPARED BY: Dinero’ Washington
SporTran

ORDINANCE NO. _____ OF 2021

AN ORDINANCE TO ADD NEW SECTIONS 50-155 TO 50-157 TO CHAPTER 58, ARTICLE IV, DIVISION 4, OF THE CITY OF SHREVEPORT, LOUISIANA, CODE OF ORDINANCES RELATIVE TO THE ADOPT-A-BUS STOP/SHELTER PROGRAM, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO.

WHEREAS, the CITY OF SHREVEPORT has established a program known as “Adopt-A- Bus Stop/Shelter” in order to fulfill the obligations and responsibilities assigned to it by the citizens as well as to conserve and protect the natural resources of the City; and

WHEREAS, the Adopt-A- Bus Stop/Shelter Program has been established for civic-minded volunteer organizations to contribute toward the effort of maintaining litter-free transit bus stops; and

WHEREAS, the “Adopt-A- Bus Stop/Shelter” Program enables citizens, civic clubs, schools, commercial establishments, industrial establishments, church groups, and other organizations to adopt transit bus stop sites, or other street rights-of-way not commonly used by transit services within the corporate limits of the City for the sole purpose of cleaning and/or removing litter and for landscape efforts along such portions of a street or streets; and

WHEREAS, the City desires for SporTran to assist in the administration of the Adopt-A-Bus Stop/Shelter Program and to achieve the program goals; and

WHEREAS, the City, in cooperation with SporTran, has provided the application process and procedures and has developed a new Adopt-A-Bus Stop/Shelter Agreement for potential “*Adopting Organizations.*”

BE IT ORDAINED by the City Council of the City of Shreveport, in due, legal and regular session convened, that new Section 50-155 to Section 50-157 be hereby added to Chapter 58, Article IV, Division 4, of the City of Shreveport, Louisiana Code of Ordinances to read as follows:

DIVISION 4. - ADOPT-A-BUS STOP/SHELTER PROGRAM

Sec. 58-155. - Established.

In order to fulfill the obligations and responsibilities assigned to it by the citizens and to conserve and protect the natural resources of Shreveport, the City hereby establishes a program to be known as "Adopt-A- Bus Stop/Shelter." The Adopt-A-Bus Stop/Shelter program allows citizens, civic clubs, schools, commercial establishments, industrial establishments, church groups and other organizations to adopt transit bus stop site, or other street rights-of-way not commonly used by transit services, within the corporate limits of the City for the sole purpose of voluntarily cleaning and/or removing litter along such portions of a street or streets. This program is to be administered by SporTran.

Sec. 58-156. - Application and Agreement Procedures.

The City and/or SporTran shall furnish any organization desiring to participate in the Adopt-A-Bus Stop/Shelter program a form agreement approved by the Office of the City Attorney. The organization shall submit the Adopt-A-Bus Stop/Shelter Agreement to SporTran and upon approval, by the director of the SporTran, shall execute the Agreement.

The *Adopt-A- Bus Stop/Shelter Agreement* shall include, at a minimum, the following provisions whereby the "*Adopting Organization*" agrees to:

- (1) *Hold Harmless and Indemnify.* Hold the City and SporTran harmless from injuries or damages to any person or property occasioned or caused in any manner while on any premises or rights-of-way owned by the City including, but not limited to, picking-up litter and activities in conjunction therewith.

- (2) *Individual Participants within Adopting Organization.* All individual participants shall read, or be familiar with the contents of, the *Safety Rules & Clean-Up Checklist* provided by SporTran prior to clean-up. Each individual *participant* shall sign the *Volunteer Service Release and Hold Harmless Agreement for Individual Participants*, agreeing to hold the City and SporTran harmless from any injuries that

may arise from any Adopt-A- Bus Stop/Shelter activities, prior to any work being performed. If any children participate in the clean-ups they must be accompanied by an adult supervisor and their parent or custodian shall sign the *Volunteer Service Release and Hold Harmless Agreement for Individual Participants* acknowledging their approval for the child's participation.

- (3) *Notice to SporTran of scheduled clean-up.* Notify SporTran at least seven days prior to the date of any scheduled clean-up.
- (4) *Reserve Safety Vests and Warning Signs.* Reserve and pick-up SporTran issued litter safety vest(s) and warning sign(s) from SporTran at least seven (7) days before a scheduled clean-up and to return them as agreed upon after the clean-up.
- (5) *Disposal of Trash Bags or Pick-Up by SporTran.* The trash bags may be left by the side of the street for pick-up by SporTran workers only if the Adopting Organization notifies SporTran of its intention to do so. Otherwise, the Adopting Organization shall properly dispose of the filled trash bags.
- (6) *Required Cleanings Each Year.* Clean identified portions of the named transit location(s) a minimum of four (4) times per year.
- (7) *Report Completed Clean-Up(s) to SporTran.* Complete and return a *Clean-up Reporting Form* to SporTran after each clean-up.

Sec. 58-157. - Responsibilities of SporTran.

SporTran shall be responsible for the following:

- (1) *Program Records.* Ensure the *Adopt-A-Street Agreement(s)* are kept on-file with City.
- (2) *Removal of Bagged Litter.* Removing bagged litter from City street rights-of-way.
- (3) *Sign Installation.* Installation of informational signs, in the City right-of-way, indicating the street sections under adoption and the name of the Adopting Organization after two (2) clean-ups are documented by SporTran.
- (4) *Maintenance of Agreement(s) and Other Program Records.* Ensure all program records are properly approved and executed and kept on-file for each Adopting Organization. These records include, but are not limited to, the *Adopt-A-Bus Stop Agreement*, *Volunteer Service Release and Hold Harmless Agreement for Individual Participants*, *Safety Rules & Clean-up Checklist* and the *Clean-Up Reporting Form*

- (5) *Individual Participants within Adopting Organization.* Ensure all individual *participants* read, or be familiar with the contents of, the *Safety Rules & Clean-up Checklist* provided by SporTran prior to clean-up. Also, ensure each individual participant signs the *Volunteer Service Release and Hold Harmless Agreement for Individual Participants* agreeing to hold the City and SporTran harmless from any injuries that may arise from any Adopt-A-Bus Stop activities prior to any work being performed.

- (6) *Loan Litter Grabbers, Trash Bags, Safety Vests and Warning Signs.* Loan litter grabbers, trash bags, safety vests and warning signs to all Adopting Organization participants. SporTran reserves the right to seek reimbursement costs, from the Adopting Organization or any individual participant, for damage to litter grabbers, safety vests or warning signs and/or failure to return said items.

Secs. 58-158-58-175. – Reserved.

BE IT FURTHER ORDAINED that if any provision or item of this Ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items or applications of this Ordinance which can be given affect without the invalid provisions, items or applications and to this end the provisions of this Ordinance are hereby declared severable.

BE IT FURTHER ORDAINED that all Ordinances or parts thereof in conflict herewith are hereby repealed.

APPROVED AS TO LEGAL FORM:

City Attorney's Office