

City of Smithville – Adopt-A-Street Program Policies

Prior to Street Adoption

- Select your potential selection of City owned street of .05 miles in length or longer.
- Complete the Adopt-A-Street Agreement application form and Waiver of Liability (for each participant) and email the completed forms to the Adopt-A-Street Administrator:

Donna Fink
2 Helvey Park Dr.
Smithville, MO 64089
816-532-2080
dfink@smithvillemo.org

Prior to first pick-up

- Contact the Adopt-A-Street Administrator (Monday thru Friday 8AM to 5PM) two weeks before your clean-up date to schedule an equipment delivery.
- Watch safety video: <http://www.modot.org/services/community/Adoptahwy.wmv> prior to your first pick-up.
- Review Safety First Guidelines with all participants scheduled to help with clean-up.

During Pick-Up

- Pick-up trash/litter in the City of Smithville right-of-way only. Be safe and do not pick-up trash/litter located in the street. Litter on private property is the responsibility of the property owner.
- The City prohibits the possession, consumption or being under the influence of alcohol or drugs while performing litter clean-up within the right of way.
- While performing volunteer services participants are prohibited from displaying messages, carrying banners, or other behavior that could distract drivers or adversely affect traffic.
- Contact the Smithville Police Department at 816-858-3521 if you encounter possible meth lab waste or other hazardous emergency conditions. Potential dangers involved while participating in this program could include, but are not limited to: high speed traffic, noxious plants, broken glass, hazardous materials, sharp metal and potentially harmful wildlife. Adopter agrees to advise all participants of these potential hazards prior to clean-up.
- The group must provide adequate supervision for participants under the age of 18. We recommend one adult supervisor per four children. Keep children in sight at ALL times!
- Limit pick-up activities to daylight hours.
- Securely close bags, group bags together, and place at the curb about 4 feet from the edge of the roadway
- Park vehicles on the road shoulder or in parking lots when available. Do NOT park in traffic lanes.
- A copy of the Safety-First Guidelines should be available at the clean-up site. Adopter agrees to advise all participants of these guidelines prior to each clean-up.

After Pick-up

- Contact the Adopt-A-Street Administrator to schedule an equipment pick up.

- Notify the Adopt-A-Street Administrator of trash bags to be picked up.
- Complete the Clean-Up Participation Form and email it within one day of clean-up to the Administrator.

The City of Smithville Will:

- Approve sections of street right-of-way to be adopted.
- Install and maintain volunteer recognition signs.
- Provide volunteers with safety equipment and trash bags.
- Recognize Volunteers for their efforts

During Two-Year Agreement Period

- Any changes in contact information for the group must be reported to the Adopt-A-Street Administrator.
- Groups must commit to pick up litter at least three (3) times a year (in spring before Memorial Day, in summer before Labor Day, and in fall before Thanksgiving). Clean-ups can be completed more often, if needed.
- Groups must submit necessary paperwork in a timely manner. The Clean-Up Participation form must be filled out in its entirety and emailed within one day of clean-up.
- Each participant must fill out a Waiver of Liability PRIOR to partaking in any clean-up activities.
- Volunteers must be at least six (6) years old to participate.

Termination and Renewal

- The City of Smithville reserves the right to cancel any agreement due to failure to meet provisions of the agreement or safety concerns.
- The agreement will remain in effect for two (2) years from the execution date. The CITY or GROUP may terminate this agreement for any reason upon thirty (30) days written notice.
- After a SUCCESSFUL two (2) year term, a group may be allowed to continue its adoption of the street. If a group wishes to continue its adoption of the street, a new Adopt-A-Street Agreement and Waiver of Liability must be signed prior to the expiration date of previous agreement.