

CITY OF SHAWNEE ADOPT-A-SPOT PROGRAM

PURPOSE

- To encourage, develop, and maintain a sense of community in residents of Shawnee.
- To encourage, develop, and maintain resident involvement and a sense of commitment to their City.
- To encourage, develop, and maintain pride in our City through community efforts to minimize litter and maximize the aesthetical appearance of our City.

SCOPE OF VOLUNTEER ACTIVITY

Adopting Groups will enter into a Volunteer Agreement to adopt an assigned area to remove litter and trash for a minimum of two years. Adopting Groups will agree to pick-up litter and trash in the designated area a minimum of four times per year.

Upon successful completion of the two years, the Adopting Group will receive first preference to complete a new Volunteer Agreement for a renewal adoption of the same site.

The City will provide safety vests, signs, trash bags and ties to Adopting Groups.

The Adopt-A-Spot Program will be managed by the Volunteer Coordinator for the City of Shawnee, who will designate at his or her sole discretion the sites available for adoption.

The Volunteer Coordinator may in his or her sole discretion limit or prohibit volunteer services upon streets or areas which present an increased risk of injury to volunteers.

PARTICIPANTS

Any group or organization may participate in this program provided the Adopting Group maintains a minimum of three individual members. Application may be submitted by an authorized party to the Volunteer Coordinator. Applications will be

approved or disapproved at the sole discretion of the Volunteer Coordinator. If approved, the Adopting Group will enter into a Volunteer Group Agreement with the City.

Participants shall observe the provisions of the Kansas Act Against Discrimination and Title VII of the Civil Rights Act of 1964 as amended, and shall not discriminate against any person because of race, religion, color, low income, age, sex, disability, national origin or ancestry.

Participants in street clean-up must be at least 12 years of age. Participants under the age of 18 must be under the direct supervision of a person at least 21 years of age. No more than five persons under the age of 18 may be supervised by one person.

Prior to participation all persons participating in the volunteer activity shall first complete an individual written waiver and hold harmless agreement on a form provided by the City. Persons under the age of 18 are required to provide a fully completed written waiver and hold harmless agreement executed by their parent or legal guardian.

Prior to participation an Adopting Group representative shall first attend a safety education meeting to review the Program Safety Outline. The Program Safety Outline will be provided by the City. The Adopting Group representative will then be responsible for sharing the safety information with his or her Adopting Group.

All participants shall review and acknowledge receipt of the Program Safety Outline prior to participation. Participants under the age of 18 must have the Program Safety Outline reviewed and acknowledged by a parent or legal guardian prior to participation.

RESPONSIBILITIES OF THE ADOPTING GROUP

Adopting Groups shall agree to directly supervise participating members or volunteers and immediately remove any participant from the volunteer activity who acts in a manner contrary to this Program, the Volunteer Group Agreement, or the Program Safety Outline.

Adopting Groups shall not permit participating members or volunteers to act in an unsafe manner, disorderly, or to use threatening, obscene, or abusive language or gestures to any person or a member of the general public.

Adopting Groups shall ensure participants in street clean-ups are at least 12 years of age. Adopting Groups shall ensure participants under the age of 18 are under the

direct supervision of a person who is at least 21 years of age, and that no more than five persons under the age of 18 are supervised by one person.

Adopting Groups shall ensure all persons participating in the volunteer activity first complete an individual written waiver and hold harmless agreement on the form provided by the City, and that persons under the age of 18 also provide a fully completed written waiver and hold harmless agreement executed by the parent or legal guardian.

Adopting Groups shall ensure all participants have attended an educational safety class provided by the Adopting Group or another Adopting Group. Adopting Groups shall ensure all participants have review and acknowledge receipt of the Program Safety Outline prior to participation, and that those participants under the age of 18 have the Program Safety Outline reviewed and acknowledged by a parent or legal guardian prior to participation.

Adopting Groups shall ensure no persons under the age of 12 are permitted to be present during street clean-up activities and that no pets are permitted to be present during the volunteer activity.

Adopting Groups shall ensure participants do attempt to enforce any ordinance or law, nor attempt to or otherwise direct traffic on the street.

Adopting Groups shall provide written notice to the Volunteer Coordinator, City of Shawnee, at least seven calendar days prior to the planned pick-up date.

Adopting Groups shall require all persons participating in the volunteer activity to wear appropriate attire during volunteer activities. Appropriate and safe shoes, trousers and shirts shall be worn at all times. All persons engaged in litter pick-up on the right-of-way must wear an appropriate safety vest furnished by the City. Any person not wearing the above articles of clothing shall be immediately removed from the volunteer site by the Adopting Group.

All Adopting Groups shall immediately report the occurrence of any injury to any person or any accident occurring during the pick-up activity to the Shawnee Police Department and to the Volunteer Coordinator, City of Shawnee Department of Public Works.

Pick-up efforts must be performed in groups of at least three participants. No persons will be permitted to leave the immediate vicinity of the group.

All litter and trash will be placed in trash bags, secured with ties, and placed at the predetermined pick up location. Pick-up activities must be completed between the hours of one hour following sunrise and one hour before sunset. Pick-up activities can be performed on any day.

Within three days following the pick-up, Adopting Groups will return all safety vests, signs, unused trash bags and ties to the Volunteer Coordinator and provide a list of all participants.

Adopting Groups shall provide to the Volunteer Coordinator the original or a copy of each individual participant written waiver and hold harmless agreement and for participants under the age of 18, the written waiver and hold harmless agreement executed by the parent or legal guardian of the participant.

Adopting Groups shall provide to the Volunteer Coordinator the original or a copy of each individual participant acknowledgment and receipt of the Program Safety Outline and for participants under the age of 18, the acknowledgment and receipt of the Program Safety Outline reviewed and acknowledged by a parent or legal guardian of the participant.

The use of controlled substances, including cereal malt beverages and alcoholic liquor, shall be prohibited by the Adopting Group during all pick-up activities. No participant shall be present or permitted to be present at any time during the pick-up activities while under the influence of any controlled substances, including cereal malt beverages and alcoholic liquor.

RESPONSIBILITIES OF CITY

Upon evidence of a commitment to participation, the City shall erect a sign along the street informing the public of the Adopting Group assistance and volunteer activity. The City will provide press information to the public and acknowledge the Adopting Groups activity on the City Web Site.

The City will provide appropriate safety vests, warning signs, trash bags, ties and the forms for acknowledgments. No Adopting Group shall be permitted to provide substitute forms.

The City will remove the filled trash bags after the pick-up.

The City will assist Adopting Groups in planning an initial informational meeting or the safety education meeting, and the City will provide the Program Safety outline and related acknowledgments.

GENERAL PROVISIONS

The City shall have the right to terminate the Volunteer Group Agreement with or without cause by providing thirty (30) days written notice of such termination to the Adopting Group.

A violation of any provision of the Volunteer Group Agreement, the Program Safety Outline, or this Program outline, may result in the removal of the Adopting Group from the City volunteer program, and the immediate revocation of the Adopting Group Agreement at the sole and complete discretion of the City.

No person or Adopting Group shall be permitted to assign or transfer responsibility for an adopted site or responsibilities under the Volunteer Group Agreement without the written consent of the Volunteer Coordinator.

Any Adopting Group permitted to renew responsibility for an adopted street shall be required to complete a new Volunteer Group Agreement.

All Adopting Groups voluntarily provide services to the City and do not act as an agent, representative, or employee of the City. No Adopting Group shall make any such representation. Provided, however, employees of the City shall be permitted to adopt a street in accordance with this Program outline.

Adopting Groups shall be required to indemnify, hold harmless and defend the City, its officers, agents, and employees, from and against any and all claims, losses, damages, causes of action, suits, and liability of every kind, including all expenses of litigation, court costs, and attorney's fees for injury to or death of any person, or for damage to or loss of any property arising out of or in connection with Adopting Group's performance of the volunteer services under this Program.

Through the establishment of the Adopt-A-Spot Program the City intends to promote a sense of community among residents, and provide for the beautification and maintenance of public sites. The program is not intended to and does not create any form of nonpublic forum or public property that is considered to be a designation or establishment of a forum for public communication. The public streets are maintained for the purposes of providing a safe means of vehicular travel within our community. The public streets are not maintained for the purpose of providing a forum for public communication. The public streamways, trails, parks, and recreational areas are established and maintained for the welfare and benefit of our community. The Adopt-A-Spot Program is not established or maintained for the purpose of providing a public forum. The purpose of the Adopt-A-Spot Program is to provide community participation in the maintenance of these areas. Volunteer activities should be limited to maintenance activities during participation in the Program. Participants shall not engage in activity that would tend to distract passing motorists who are operating motor vehicles.

Participants need to be aware at all times of the location and movement of passing motor vehicles, and should refrain from activity tending to distract or present a danger to safe vehicular travel. Participation in the volunteer activities of the Adopt-A-Spot Program shall be limited to the collection and removal of litter from the public areas, and while engaged in the volunteer activities on the public areas participants shall not otherwise engage in or use the volunteer activity as a method of engaging in public forum communications.

I have read and understand these terms. I agree to adhere to the policies set-forth in this program.

Signed: _____ Date: _____

Printed Name: _____

Adopt-A-SpotGroup Name: _____