



City Council Policy #24  
Adopt-A-Street Program

Date Approved: August 15, 2016

**I. Purpose**

The purpose of the Adopt-A-Street program is to provide volunteer community support for litter removal and street beautification. Although not required, participating groups may also wish to initiate special beautification projects (i.e. planting flowers, working with land owners to clean-up unsightly private property, etc.) This program is intended to reduce litter along the streets, protect the environment and beautify the streets of Kirksville. The program is not intended as a means of providing a public forum for the participants to use in promoting political causes.

**II. Definitions**

**Adopted Section** - A particular section of City street designated by the City of Kirksville to be adopted by a volunteer family or organization participating in the Adopt-A-Street Program.

**Organization** - The family or organization approved by the City of Kirksville to be a participant in the Adopt-A-Street Program.

**Sponsor** - A group sponsor or member designated to represent the organization and serve as its liaison with the City of Kirksville. The Sponsor is the person who signs the agreement. All organizations must have a sponsor in which the city can contact. If the Organization is a **student organization, the Sponsor must be a faculty member**. If not a student organization, they must be a resident of the City of Kirksville. If the sponsor changes, the organization must contact the City of Kirksville with the new sponsor information.

**Agreement** - The written agreement between the Organization and the City of Kirksville.

**Major Street** - Arterial and Collector streets (i.e. Patterson, Cottage Grove, Normal, and Halliburton).

**Public Works** - The facility where the Organization registers, picks up litter bags, safety vests, obtains waivers, and drops off collected litter and signed waivers. This facility is located at 2001 N. Osteopathy Street and open Monday through Friday from 7:00 am – 4:00 pm.

**III. Requirements**

Organizations are required to adopt a section of street no less than one-half mile or nine (9) blocks in length of a major City street. The Organization must commit to performing twice annual litter pickup events each year, one in April and one in September. Additional pick up events are encouraged. The adopting Organization must make a minimum two (2) year commitment to the Program.

Each Organization is expected to follow the guidelines of the Program, which also includes the submission of executed waiver and release forms at the completion of each litter pickup event.

Each Organization shall provide one (1) adult supervisor for every eight (8) participants between the age of twelve and seventeen (12-17) years of age. No one under the age of eleven (11) will be allowed to participate in the program, unless accompanied by a parent/guardian.

**IV. Pick Up Process**

**Step 1:**

Pick up litter along the adopted section at least one time each during the months of April and September. Adopting organizations are encouraged to conduct pick up events at other times throughout the year.

**Step 2:**

Pick up safety vests, yellow litter bags and Waiver and Release form each time your Organization holds a litter pickup event. Safety vests must be worn during event while volunteers are in the City right-of-way.

**Step 3:**

Return safety vests and executed waiver form to facility and dispose of litter in the trash container located on the south side of the Public Works Complex near the fence. It is expected that most litter pickup events will occur at times when the facility is closed. Organizations are expected to return the safety vests and waiver and release forms, as soon as practical to the facility. Used litter bags may be brought to the facility and left just outside of the gate and off to the side of the driveway.

**Step 4:**

If during an event, an Organization finds large items like car tires, car parts, etc. within the adopted section of street, someone from the Organization is expected to contact Public Works during normal business hours at 660.627.1272 to let Public Works know of the location, and arrangements will be made to pick up those items.

**V. Recognition**

The City will provide two signs identifying the Organization by name. These signs will be placed street side one at each end of the adopted street section to let the community know who has adopted this section of roadway.

**VI. Termination**

This agreement may be terminated at any time after an Organization has completed its two (2) year commitment or for the following reasons:

- The Organization has not adhered to the Responsibilities outlined in this Program, or the Organization has given notice that it is not able to participate in the program.