

**Keep Cherokee Beautiful
ADOPT-A-MILE
Annual Program Agreement**

This agreement, (hereinafter referred to as the "Agreement"), made this ____ day of _____, _____ by and between _____ (hereinafter referred to as the "Volunteer Group") and Keep Cherokee Beautiful (hereinafter referred to as "KCB");

WITNESSETH:

WHEREAS, the Adopt-a-Mile program, sponsored by Keep Cherokee Beautiful (KCB), allows citizens to show their pride in Cherokee County and safely reduce the amount of unsightly trash along county roads; and,

WHEREAS, the Adopt-a-Mile program has been established for Cherokee County community and civic organizations, citizens and private businesses to contribute toward the effort of maintaining cleaner and more beautiful roads; and

WHEREAS, the parties desire to enter into this Agreement.

NOW, THEREFORE, the parties agree as follows:

1. VOLUNTEER RESPONSIBILITIES

The Volunteer Group agrees to:

- a. Select an Authorized Representative to act as the group's spokesperson.
- b. Complete the Adopt-a-Mile Agreement and receive approval from KCB for the road section to adopt. Road section is recommended to be at least one (1) mile in length. State Routes, Interstate Highways, and some other roads are not eligible for adoption under this program at the sole discretion of KCB. This agreement must be updated each year at the time of its expiration.
Name of Road Adopted: _____
Starting at: _____ Ending at: _____
- c. Agree to complete and report at least four (4) cleanups per calendar year. The number of cleanups required in the first year will be prorated based on the number of months remaining at the time of your agreement.
- d. Submit the **Schedule of Cleanups** form to KCB for planning purposes. Dates can be changed by contacting KCB. See addendum B.
- e. All participants must view the safety training video before participating in a cleanup.
- f. Abide by all Safety Guidelines listed in this agreement.
- g. All program participants sign a volunteer waiver and return to KCB prior to participation in a cleanup.
- h. Notify KCB at least 5 business days before your cleanup event and request supplies (vests, bags, signs, etc.).
- i. Remove litter, debris, or trash within the right-of-way of the adopted road section. The right-of-way is generally defined as the space between utility poles and the roadside curb.

- j. If you have too much trash or there are materials too large for you to remove, you can request a “Trash Pickup” on the Post-Cleanup Report. To request a pick-up, you must gather all materials at one pick-up location that is:
 - i. In a clearly visible location within the right-of-way.
 - ii. Near an intersection that you can provide for direction in the Post-Cleanup Report.
- k. File a **Post Cleanup Report** after each cleanup within 48 hours to KCB.
 - i. The Post Cleanup Report is available on the website at www.keepcherokeebeautiful.org.
 - ii. If you need a trash pickup, be sure to include an intersection near where you have gathered the supplies. KCB will schedule the pickup for you.
- l. Update Volunteer Waivers and Group Roster as participants change and submit updated forms to KCB.
- m. If a group loses or damages any supplies that were loaned out through KCB, the group must reimburse KCB for the replacement of those supplies.

2. SERVICES PROVIDED BY KEEP CHEROKEE BEAUTIFUL

Keep Cherokee Beautiful agrees to:

- a. Work with the volunteer group to determine the specific section of road to be adopted.
- b. Furnish safety vests, latex gloves, safety signs (if desired), trash bags, and litter pickers (first come, first serve) for the cleanup day. Groups must return the materials within 3 days after the cleanup.
- c. Monitor work progress to verify that objectives of program are being met regarding litter abatement.
- d. Evaluate county-wide operation of the program to gauge its effectiveness.
- e. Terminate affiliation with those groups that fail to perform in a manner consistent with program rules and regulations.
- f. Erect two signs, one at each end of the adopted road, with the group’s name or acronym displayed after completion of the second post clean-up report.
- g. Coordinate removal of trash bags. Remove litter, debris, or trash from the adopted section of roadway that is too large, heavy, or hazardous for the group to remove.
- h. Remove signs of groups who are no longer active or have terminated their involvement in the program.

3. SAFETY GUIDELINES

The Volunteer Group agrees to abide by the following safety guidelines:

- a. Watch for traffic.
- b. All program participants are required to **wear safety vests** during pickup. Those individuals that do not wear safety vests must not be allowed to participate in the work group.
- c. Do not wear clothing that may impair either vision or movement during cleanup, or distract motorists that may be driving past the work group.

- d. Adequate supervision must be provided by one or more adults 21 years of age or older for groups which have participants 12 to 17 years of age (**IMPORTANT:** No one under the age of twelve (12) is allowed to participate in the cleanup).
- e. Participants shall not possess or consume alcoholic beverages or other drugs during cleanup activities.
- f. Keep work groups to a manageable size.
- g. All participants will alert their co-workers and Authorized Representative of any known allergies they have before they are allowed to work. Contact with poisonous plants, venomous snakes, and stinging insects is possible.
- h. Do not remove hazardous material or debris. Report the location and description of hazardous material or debris to KCB.
- i. Do not work in construction areas.
- j. Do not handle dead animals. Report these to Cherokee County Public Works for removal by calling (770) 345-5842.
- k. Do not pick up debris and litter on bridges, overpasses, or in tunnels.
- l. Do not remove litter during inclement weather, hours of minimal light or in darkness, or in which peak traffic occurs.
- m. Park personal vehicles clear of the roadway. To keep vehicles to a minimum, carpooling to the cleanup area is recommended.
- n. Make water and first-Aid items readily available for participants.

4. PROGRAM LIMITATIONS

- a. KCB shall determine which roads and sections of roads are appropriate for adoption. State highways and interstate highways are not eligible for the Adopt-a-Mile program.
- b. The program will not permit any political activity that may arise from participating groups during activities related to cleanup. This policy is consistent with laws prohibiting expenditure of public funds, either directly or indirectly, for the purpose of influencing elections for the outcome of any legislation. The sponsors will have the right to take any and all measures necessary including, but not limited to, the removal of erected signs displaying participants' names determined to conflict with statutory restrictions or any restrictions on the use of public funds for political activity.
- c. Commercial organizations cannot display any product, service, person's name, product I.D., address, phone numbers, logos, or web address on erected signs with the organization's name.

5. ACCEPTANCE INTO THE ADOPT-A-MILE PROGRAM

- a. The adoption of a section of road is franchised by Keep Cherokee Beautiful to qualified volunteer groups who agree to assist the Adopt-a-Mile program in achieving its purpose and goals. Only those individuals and/or groups that are deemed responsible will be qualified to adopt a road. Individuals and/or groups that have demonstrated violent and/or criminal behavior shall be prohibited from adopting a section of roadway.
- b. Keep Cherokee Beautiful may refuse to grant a request to adopt a section of roadway if, in its judgment, granting said request would jeopardize the program, be detrimental to

its purpose, or create a safety hazard to the traveling public. Safety is a principal concern in all decisions related to the program.

6. INDEMNITY

- a. The parties hereby agree, to the extent, if any, allowed by law, to indemnify and hold harmless the other party, its officers, agents, servants, and employees for any and injuries, claims, actions, lawsuits, damages, judgements or liabilities of any kind whatsoever arising out of the performance of this Agreement, except as would relate to any injury, claim, action, lawsuit, damage, judgement or liability caused by or contributed to by the negligence or reckless or intentional act of the complaining party, its officers, servants, or employees to the extent of such negligence or reckless or intentional act.

7. STATUS AND RECOGNITION

- a. As participating groups continue to be involved, the group earns one of four statuses in the program, depending on the level of involvement:
 - i. **Excellent:** For participating groups that have reported four (4) or more cleanups for the last annual year. These groups will receive an annual Certificate of Excellence with their group name listed on the Keep Cherokee Beautiful website to recognize their efforts and may receive additional recognition at the discretion of KCB.
 - ii. **Good:** For participating groups that have reported three (3) cleanups for the last annual year. These groups will receive an annual Certificate of Recognition with their group name listed on the Keep Cherokee Beautiful website to recognize their efforts.
 - iii. **Probation:** For participating groups that have failed to report less than three (3) of the required cleanups annually. These groups will be notified of their probationary status and be given one year upon the renewal of their Agreement to complete the required four (4) cleanups. Should the group fail to complete the minimum requirements for the program during the probationary year, at the end of this time period the group may be required to relinquish the adopted road and their signs will be removed. Relinquished roads can only be re-adopted with the expressed permission of Keep Cherokee Beautiful. If another group adopts the road during this time, the group will have to adopt a different road upon re-entering the program.
 - iv. **Disengaged:** For participating groups that have reported zero cleanups over the span of one (1) year. These groups will be notified that their adopted road is relinquished for at least one (1) full year and their signs will be removed. They will be allowed to re-enter the program, should they desire, once a full year has passed from the time of termination. If another group adopts the road during this time, the group will have to adopt a different road upon re-entering the program. Groups who were disengaged previously will not be permitted to re-enter the program a second time.

8. MODIFICATION/ RENEWAL/ TERMINATION AGREEMENT

- a. The Agreement may be modified in scope or altered in any manner at the discretion of Keep Cherokee Beautiful.
- b. The Volunteer Group will have the option of renewing the agreement, subject to review and approval by Keep Cherokee Beautiful each year. At the time of renewal, the group’s contact information and roster will be updated.
- c. Keep Cherokee Beautiful may terminate the agreement and/or remove Adopt-a-Mile signs bearing the program participant’s name or acronym if, in their judgment, it is determined that the group is not meeting the terms and conditions of the agreement, acting contrary to the guidelines of the program, engaging in irresponsible conduct at adopted work sites, proving to be counterproductive to the program’s purpose, or increasing litter, vandalism, or sign theft have occurred since adoption. The group’s Authorized Representative may appeal termination of the agreement with the Keep Cherokee Beautiful Board of Directors.
- d. The Adopt-a-Mile program may at any time and for any reason be terminated at the discretion of Keep Cherokee Beautiful.

SIGNATURES

VOLUNTEER GROUP

Authorized Group Representative Name

Authorized Group Representative Signature

(_____)

Primary Phone #

E-mail Address

Street Address

City

Zip Code

KEEP CHEROKEE BEAUTIFUL

Authorized KCB Representative Name

Authorized KCB Representative Signature

Keep Cherokee Beautiful

ADOPT-A-MILE

Addendum A

Sign Information

After the successful completion of two (2) cleanups and submission of the second post cleanup report, Keep Cherokee Beautiful will erect two signs, one at each end of the adopted road section, with the group’s name or acronym displayed.

****FOR NEW GROUPS: Road sign name plates only have room for three lines of approximately 8-10 characters (including spaces). Please print how you would like your sign name to read, using abbreviations if necessary.*

Group Name on Sign:

Line 1: _____

Line 2: _____

Line 3: _____

**Keep Cherokee Beautiful
ADOPT-A-MILE
Addendum B
Schedule of Cleanups**

Submit dates for your cleanups. These dates are used for planning purposes. By submitting these dates, you are not committing your group to definitely cleaning up on that date. However, if you choose to change a date due to weather or unforeseen circumstances, you must still complete a minimum of four (4) cleanups per year. Please contact KCB at least 5 business days prior to your scheduled cleanup to reschedule.

Please note, if you would like to receive recognition for a status of Excellence, you must complete four (4) or MORE cleanups each annual year.

Contact Information

Group: _____
Contact: _____
Phone: _____
Email: _____

Clean Up Dates

First cleanup date: _____
Second cleanup date: _____
Third cleanup date: _____
Fourth cleanup date: _____
Optional cleanup date: _____
Optional cleanup date: _____