



POLICY AND PROCEDURES
ADOPT-A-STREET (PARK/ TRAIL/BEACH)
CITY OF LAKE STEVENS

The City of Lake Stevens Adopt-A-Street (Park/Trail/ Beach) Volunteer Program provides a means for citizens to donate time by participating in activities and services within the City. Participants are advised that working adjacent to a city street or city park can be hazardous, and are advised to wear appropriate protective clothing such as long pants, long sleeve shirts and thick soled boots or shoes. Participants may be entitled to receive full coverage for medical treatment required for injury incurred during participation in the Adopt-A-Street (Park/Trail/Beach) program under the medical aid provisions of the Worker's Compensation Act, which is administered by the Department of Labor and Industries, but not for loss of time because of injury or illness, or for lasting disability or death.

Volunteers participating in the City of Lake Stevens Adopt-A-Street (Park/Trail/Beach) Program must agree to the following terms and conditions:

1. To conduct all volunteers services and activities in a safe manner at all times. Safety of the participants is first priority of the program. All participants must wear safety vests and gloves furnished by the City of Lake Stevens. Supplies and materials can be picked up from the City during regular business hours, and returned within three (3) days.
2. Volunteers shall be at least seven (7) years old. There must be one (1) adult supervisor for every five (5) minor volunteers. Adult supervision must be at least eighteen (18) years old.
3. All volunteers must sign the Volunteer Roster and complete Volunteer Release every time they participate in an activity. Every minor volunteer must have a parent or legal guardian sign the Volunteer Release, ***NO EXCEPTIONS WILL BE MADE.***
4. An adult volunteer must be assigned as Crew Leader, and shall complete the Volunteer Roster and collect complete waivers to submit back to City within three (3) days after service.
5. In the event of an emergency, ***CALL 911.***
6. The Crew Leader will report any injuries incurred by participants during activities of service to the Human Resources Director at (425)377-3227 or (425)334-1012 as soon as possible. Notification shall include:
 - Name of injured person(s)
 - Nature of injury
 - Date/Place/Time of Injury
 - Description of how the injury occurred
7. Transport vehicles should be parked as far off of the driving surface as possible. Carpooling to assigned area is highly encouraged.
8. Participants shall not pick up hazardous items, such as: syringes, hypodermic needles, broken glass, or exceptionally large/heavy/unwieldy objects. Crew lead shall notify the City as soon as possible to arrange for proper disposal.
9. The City of Lake Stevens recommends that volunteers carry a cell phone and have a first aid kit available at all times, and at least one participant who holds current First Aid and CPR Certification.
10. All Trash filled bags shall be disposed of in the designated cans located at City Hall.

Recycling is accepted and encouraged activity. Recyclable items may be collected and removed by participants, and profits from the sale of recyclable items shall belong to the volunteers.

PLEASE REVIEW & SIGN REVERSE WAIVER

VOLUNTEER RELEASE WAIVER AND HOLD HARMLESS
ADOPT-A-STREET (PARK/ TRAIL/BEACH)
CITY OF LAKE STEVENS

City of Lake Stevens Adopt-A-Street (Park/Trail/Beach) program is for volunteers who donate their time to help keep the City clean. Participants are advised that working adjacent to a City street or in a City park can be hazardous. Participants shall exercise proper care in performing litter collection activities. Participants must wear the safety hat, vest and gloves furnished by the City, and must wear appropriate protective clothing such as long pants and a long sleeve shirt, and thick-soled boots or shoes.

Participants may be entitled to receive full coverage for medical treatment required for injury incurred during participation in the Adopt-A-Street (Park/Trail) program under the medical aid provisions of the Worker's Compensation Act, which is administered by the Department of Labor and Industries, but not for loss of time because of injury or illness, or for lasting disability or death.

As a volunteer for the City of Lake Stevens I agree to follow all of the rules outlined in the Adopt-A-Street (Park/Trail) program policy. I acknowledge that City personnel will provide direction and limited supervision regarding my duties as a volunteer. I will use all provided equipment appropriately and follow all safety practices.

I am aware that the work contemplated in the Adopt-A-Street (Park/Trail/Beach) program involves certain risks of physical injury and death. I will not use any powered tools unless I have first been trained in their proper and safe use. Being fully informed as to these risks and in consideration of being given the privilege to participate in the Adopt-A-Street (Park/Trail/Beach) program, I hereby, on behalf of myself and my heirs, assume all risks in connection with my participation in this program and I further hold harmless the City of Lake Stevens, its officials, employees and agents for any injury or damages which may occur to me while I am participating in this program and I waive any right to bring claim or lawsuit against them for any such injury, damage or death. Furthermore, I agree to hold harmless, defend and indemnify the City of Stevens, its officials, employees and agents from any and all claims and lawsuits for injury, loss, or damage to other persons or entities which may arise in the future as a result of or in connection with my participation in the Adopt-A-Street (Park/Trail) program except for injuries or damages caused by the sole negligence of the City. I authorize any necessary emergency medical treatment that might be required for me in the event of physical injury and/or accident to me while participating in this program.

Signature of Participant

Date

Organization

If participant is less than 18 years old:

I certify that I am the parent or legal guardian of the participant above-named; that I have read and understood the foregoing release and waiver; and that I in consideration of allowing the participant to participate in the City's Adopt-A-Street (Park/Trail/Beach) program I join in the release and waiver without reservation and agree to release and waive any claim or legal cause of action that I might have arising out of any personal injury, damage or death of the participant as against the City of Lake Stevens, its officials, employees and agents. I further grant my full consent and authorization for the above-named participant to engage in the activity described above. Furthermore, I authorize all reasonable medical treatment that may be necessitated in the event of injury or accident occurring to the participant named above while working in the Adopt-A-Street (Park/Trail/Beach) program.

Signature of Participant

Date

Signature of Guardian

Date