



# **Adopt-A-Creek Program Information Packet**



Town Branch Creek



**Adopt-a-Creek is a cleanup campaign aimed at promoting citizen-based stewardship of our local water resources.**

Waterway cleanup projects may create a sense of pride and establish a personal connection with nature. It's a feeling of respect to water and land that encourages a person to go a step above and beyond what is required of them. The success of a creek cleanup event will depend on the organization and implementation of a creek cleanup project plan.

Keeping Tahlequah's creeks litter free is a task that requires cooperation and participation from local residents. Creek cleanups provide opportunities for local businesses, civic organizations, churches, watershed associations, schools, scout groups and others. With your help, we will ensure Tahlequah's water resources remain beautiful.

Time and effort spent conducting a cleanup event is valuable to you as well as the community. The Adopt-a-Creek Program requires groups to conduct a cleanup at least twice a year, once in the spring and once in the fall. Additional cleanup events are encouraged!

This packet includes an application, how to organize a cleanup event, a helpful checklist, notification form, follow-up form, and a volunteer registration form. Please contact the Adopt-A-Creek Coordinator to obtain information or address questions at:

Jahna Hill  
Stormwater Manager

Office: (918) 456-0651 ext. 2270  
Cell: (918) 718-4514  
Email: [stormwater@cityoftahlequah.com](mailto:stormwater@cityoftahlequah.com)

111 S. Cherokee Ave.  
Tahlequah, OK 74464



# Adopt-A-Creek Program

## Organizing a Creek Cleanup

Establish a core group of individuals (Creek Leaders) dedicated to organizing a creek cleanup. Complete the Adopt-A-Creek Application and submit the Cleanup Notification Form two weeks prior to the cleanup date. Creek Leader responsibilities include:

- Site visit - Walk the creek prior to the cleanup date to assess the amount and location of litter present. The Adopt-A-Creek Coordinator will obtain written permission from a landowner if private property access is needed.
- Recruitment – Seek volunteers who are prepared to get dirty.
- Cleanup date - The date should be determined two weeks before the event. Avoid a holiday weekend or community event. Please establish a rain-out date!
- Establish a meeting location - Choose an area near the cleanup site; a parking lot is an ideal meeting place.
- Equipment - Gloves, trash bags, safety vests, and a dumpster will be provided by the Adopt-A-Creek Coordinator. Your organization may consider providing the following items; litter poles, protective glasses, recycling boxes, and water/snacks.
- Follow-up - Return equipment and submit the Clean Creek Form to the Adopt-A-Creek Coordinator within one week of the cleanup date. This information will help evaluate the progress of the Adopt-A-Creek Program.

**Thank you for your time!!**



# Adopt-A-Creek Program

## Application

Organization: \_\_\_\_\_

Creek cleanup site: \_\_\_\_\_

How often will you perform a cleanup event? \_\_\_\_\_

Please provide information for Creek Leaders within your organization. These individuals are dedicated to implementing the creek cleanup.

Name:

Phone number:

E-mail address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

As a Creek Leader, you agree to the following responsibilities detailed in the Adopt-A-Creek application packet.

Signature(s): \_\_\_\_\_ Date: \_\_\_\_\_

Signature(s): \_\_\_\_\_ Date: \_\_\_\_\_

Signature(s): \_\_\_\_\_ Date: \_\_\_\_\_

Please return the application to the Adopt-A-Creek Coordinator at:

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Stormwater Manager  
Email: [stormwater@cityoftahlequah.com](mailto:stormwater@cityoftahlequah.com)  
111 S. Cherokee Ave., Tahlequah, OK 74464



# Adopt-A-Creek Program

## Check List

### Organizing the cleanup event:

- Set a date
- Conduct a site visit
- Locate a meeting place
- Recruit volunteers
- Submit the Creek Cleanup Notification Form two weeks prior to cleanup

### Day of the cleanup event:

- Volunteer registration
  - Distribute equipment
  - Discuss safety guidelines
1. Never work alone – TEAM UP
  2. Do not drink stream water
  3. Step slowly and cautiously to avoid falls on slick rocks
  4. Never put your hands or feet in places where you cannot see
  5. Do not handle sharp metal objects or broken glass
  6. Do not touch anything that looks toxic or dangerous – report the item to the Adopt-A-Creek Coordinator
  7. Ensure an adult accompanies a child at all times
  8. Do not trespass
- Direct volunteers to appropriate creek cleanup locations
  - Provide trash disposal location information

### After the cleanup event:

- Submit the Clean Creek Form within one week after cleanup
- Return equipment

Please contact the Adopt-A-Creek Coordinator at:

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Stormwater Manager  
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## **Adopt-A-Creek Program**

### **Creek Cleanup Notification Form**

Cleanup date: \_\_\_\_\_ Rain-out date: \_\_\_\_\_

Meeting location: \_\_\_\_\_

Approximate number of volunteers: \_\_\_\_\_

Please check the supplies you need:

Trash Bags: \_\_\_\_\_ Gloves: \_\_\_\_\_ Safety Vests: \_\_\_\_\_

**\*\*Please return this form two weeks prior to cleanup.\*\***

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### **Clean Creek Form**

Date of cleanup: \_\_\_\_\_ Cleanup time (in hours): \_\_\_\_\_

Number of participants, Adults: \_\_\_\_\_ Children: \_\_\_\_\_

Number of trash bags collected: \_\_\_\_\_

Type of trash collected: \_\_\_\_\_

Most unusual or dangerous item found: \_\_\_\_\_

Comments: \_\_\_\_\_

**Thank you for your time!!**

**\*\*Please return this form one week after cleanup.\*\***

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