

Cleaning a creek can be a wonderful and rewarding experience. To ensure a successful and enjoyable cleanup experience, planning is key. Review the following steps when planning your creek cleanup and contact the cleanup coordinator at autumnd@plano.gov or **(972) 769-4369** with any questions or concerns.

Organize a Group! Designate a group of friends, family members, neighbors, co-workers, church members, etc. to do a cleanup. All volunteers are welcome to join. No group is too big or too small!

- ✓ **IMPORTANT NOTE:** Volunteers under 18 years of age
must have a parent/guardian sign the release form **prior to the cleanup**
must have an adult supervisor present at the cleanup

Pick a Date & Time! Choose a date that works well for all volunteers involved. Typical cleanup time is Saturday, 9am to noon. You should never conduct a cleanup at night.

Identify a Creek to Clean! Choose a creek in Plano or the cleanup coordinator will assign one.

Register Online! Submit an online [registration](#) at www.livegreeninplano.com for your group's cleanup. Registration is required and must be completed 3 days prior to your desired cleanup date. Once you have completed an online registration, you should receive an email confirmation within 3-4 days.

Pick Up Cleanup Supplies! Your email confirmation will include a supply pickup date. This date is typically the Friday before your cleanup. **Supplies may be picked up 9am-5pm** at [the Environmental Education office](#): 4200 W Plano Pkwy, 2nd floor Plano, TX 75093. Creek supplies include pickup sticks, vests, bags and gloves. You must sign in and out on the supply clipboard at the office to avoid being charged any fees for lost or unreturned items.

Be a Leader! Designate a team leader from your cleanup group to let volunteers know meeting times, location, and what to bring/wear. The team leader is also responsible for going over safety tips and cleanup procedure with volunteers and making sure each participant signs the liability forms. Team leaders must review "[Important Tips for Creek Cleanups](#)" and complete the "[Post-Cleanup Checklist](#)."

Meet Up! Meet at pre-arranged spot before cleanup to sign liability waivers and go over general safety tips, how to get bags of litter picked up to one spot after cleanup, etc.

Autumn Dillon, Community Cleanup Coordinator
4200 W Plano Pkwy (2nd floor) Plano, TX 75093
Office: (972) 769-4369 Fax: (972) 769-4219
autumnd@plano.gov
www.livegreeninplano.com