



Event Logistics & Site Coordination



Omaha Spring Cleanup

Event Benefits

- Allows for disposal, recycling, and reuse of bulky household items
- Decreases illegal dumping, increases recycling, and prevents pollution
- Keeps our community and neighborhoods cleaner which promotes the health and safety of our community.

BEST PRACTICES GUIDE

THE OMAHA SPRING CLEANUP (OSC) IS A COLLABORATIVE EVENT HOSTED BY THE CITY OF OMAHA AND NEIGHBORHOOD ASSOCIATION LEADERS WITH SUPPORT FROM KEEP OMAHA BEAUTIFUL (KOB).

The multi-week event provides an opportunity for residents to dispose of large and bulky waste that cannot typically be set out for curbside recycling and trash collection. Each week, there will be several cleanup sites concentrated in one area of the city, along with special designated sites that also collect appliances, lead-acid batteries, tires, and yardwaste. Each cleanup site is open to **ALL** Omaha residents.

Participants **do not** need to be a dues paying member of the sponsoring organization, nor is any fee required to participate in the event. Please note that if you register for Omaha Spring Cleanup, you commit to having volunteers for the entirety of your assigned date/time. Below is a general guide that will help ensure a successful cleanup site:



PRIOR TO CLEANUP

- Ensure you have proper permission to use the site. The City will request site permission for any Omaha Public Schools location.
 - o For any other site, the neighborhood association's coordinator is responsible for obtaining permission and a damage waiver.
 - o Please contact the City's Solid Waste Coordinator, Nick Chapman, with questions (402-444-3915 ext. 1125).
- Begin contacting organizations from the Recycling & Reuse Options Guide to make a plan to divert waste through increased recycling and donations at your cleanup.
- Promote your cleanup site to neighborhood residents by using some of the following strategies:
 - o Utilize pre-designed materials (flier, social media graphics, email header, OSC logo) provided by KOB. Request the files by emailing [HelloKOB@cityofomaha.org](mailto>HelloKOB@cityofomaha.org) or access them on KOB's OSC webpage.
 - o Email the flier to your neighborhood association's distribution list and post information on your neighborhood's Facebook page and on NextDoor.
 - o Mail out the flier to residents.
 - o Promote your cleanup via your neighborhood association's website or newsletter.

Much of the information covered in these slides is also available in the Best Practices Guide on the OSC Site Coordinator Resources webpage. Please review this document to ensure a fun and successful cleanup.

www.keepomahabeautiful.org/Omaha-cleanup/coordinator.html

Best Practices Guide



Omaha Spring Cleanup

Event Logistics

Date Selection Process:

- Dates are assigned based on availability marked on registration forms, as well as generally trying to keep neighborhoods in the same geographical region together on the same weekend

Trucks:

- Assigned to each site based on history of collections, as well as how many trucks are available for each weekend

Map:

- Omaha Spring Cleanup GIS map is available on the [Wasteline website](#)



Omaha Spring Cleanup

Event Logistics

Dates: April 22nd – May 20th from 9:00 a.m. – 2:00 p.m.

Certain sites are designated each Saturday for:

- Tire & lead-acid battery drop-off
- Appliance drop-off
- Yardwaste

Arrive prior to 8:00 a.m. + staff through 3:00 p.m.

Around 8:00 a.m. meet with truck driver to set up site

If you arranged for recycling or reuse vendor(s), encourage them to arrive at 8:00 a.m. to set up for the day

Between 8:00 a.m. – 8:30 a.m. meet City Inspector (safety cones, vests, & event packet)



Omaha Spring Cleanup

Weather Issues

- Rain or shine
- Have a plan for severe weather (thunderstorm / tornado)



Omaha Spring Cleanup

Yardwaste

- Residents will be able to participate in unlimited curbside yardwaste collection from May 1 - June 9
- For OSC, grass clipping, leaves, small branches (under 2" in diameter) are accepted at 5225 Dayton Street
- Larger items (like stumps and trunks) are **NOT** accepted at the City's designated site



Omaha Spring Cleanup

Event Packet & Instructions Contains:

- Name/contact info for City Inspector assigned to site
- Instructions sheet
- Address sheets (for *appliances, tire & lead battery, & yardwaste drop-off sites*)
- UnderTheSink (UTS) brochures
 - UTS open from 9 a.m. to 2 p.m. on OSC Saturday (no appointment necessary)
- Sign noting prohibited items
- Return packet & items to City Inspector at end of event



Omaha Spring Cleanup

Volunteer Instructions

- Volunteers should observe the line of cars and greet people
- Ask if people are dropping off tires, appliances, yardwaste, or lead-acid batteries
- If yes, hand them address sheets they can fill out while waiting in line
- Volunteers can also hand out UnderTheSink brochures if people have Household Hazardous Waste



Omaha Spring Cleanup

Requests & Other Details

- Set up safe place for volunteers to check in + ensure everyone is wearing safety vests
- Do NOT accept items before 9:00 am + cut off line at 2:00 pm
- Volunteer jobs: greeters, direct traffic, walk the line & check in with residents, monitor recycling/reuse, etc.
- Truck drivers are not contracted to help unload items. Residents are expected to unload their own materials.



Omaha Spring Cleanup

Prohibited Items

- No business waste (only residential)
- No tires on rims
- No pressurized/propane tanks
- Other prohibited items:



Rocks



Concrete



Paint &
Toxic Chemicals



Regular/Curbside
Trash



Omaha Spring Cleanup

Contact City Inspector if...

- Encounter a challenging resident
- Line gets overly long (possibly direct to slower site)
- Very large load (possibly direct to slower site)
 - There are no assigned “large volume” sites
- Issues with truck drivers or process for loading trucks
- Run low on address sheets (appliances, tires, yard waste)
- Any questions or safety concerns



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End of Event

- Clean up debris (truck drivers will help)
- Return safety cones/vests + packet items to City Inspector
- Collect any yard signs and return to KOB or keep them to reuse for next year
- KOB will send out an online survey the Monday after your cleanup, please complete this anonymous survey to help us improve the event next year



Omaha Spring Cleanup

Questions & Answers

Visit [KOB's Website](#)

- If your question/answer not listed, please submit via the form on the website
- Be sure to check out the other presentations in the Kickoff Series to learn more about:
 - Promotional materials
 - Volunteer recruitment resources
 - Recycling & reuse options



Thank you!