HILLSBOROUGH COUNTY ADOPT-A-POND
APPLICATION/AGREEMENT

You must complete and return the signed application/agreement to be considered for the Adopt-A-Pond Program. You may call Adopt-A-Pond at 813-744-5671 to verify receipt of your application/agreement.

APPLICATION

Pond Representative Name: Last_____First _____
Address_____ City _____ Zip Code _____
Daytime Phone _____ Email _____
Pond Group Name _____
Nearest adjacent address to pond (if different from above address) _____
Why does your Pond Group want to adopt your neighborhood pond?_____
_____
How did you hear about our program? _____

AGREEMENT

Each Pond Group Member, by his or her signature below, hereby agrees to the terms and conditions set forth below and in the attached Adopt-A-Pond Eligibility Criteria and Policies and Procedures:

A. RESPONSIBILITIES.

POND GROUP MEMBERS:

1. Consist of at least 50% of the homeowners around a pond. If there are less than four houses, the group must consist of at least 4 people from 2 households. If the pond is owned by a private owner, including a homeowners association, the signature of an authorized representative from the association or the private owner needs to be included on the application.
2. Choose a Pond Group Representative to help coordinate pond activities and represent the pond group in all matters pertinent to the Adopt-A-Pond Program. In the case that an individual is no longer willing or able to act as Pond Group Representative, they must designate a new representative. A new representative will be accepted upon written notice from the proposed representative, and signatures of at least 50% of the homeowners around the pond.
3. Participate in the Pond Group Orientation Training.
4. Complete all actions proposed by Adopt-A-Pond staff in the pond's Recommendation Report including removal of invasive vegetation; Hillsborough County does not provide pond maintenance assistance.
5. Mark all storm drains in the neighborhood with the program's colorful storm drain markers.
6. Participate in the Pond Group's neighborhood pond planting; Hillsborough County does not provide labor for pond plantings.
7. Participate in at least four (4) pond maintenance days each year to remove nuisance plants and trash.
8. The pond group shall provide written/emailed pond maintenance updates to Adopt-A-Pond staff at least every 6 months.
9. Work in a safe and responsible manner during pond work days, only during daylight hours and in good weather, avoiding heavy or hazardous items, and provide one adult supervisor for every five participating youths.
10. Avoid the use of herbicides in the pond except in coordination with Adopt-A-Pond staff.
11. Remove undesirable plants from the pond, as identified by Adopt-A-Pond staff.

IN ADDITION TO THE RESPONSIBILITIES LISTED ABOVE, THE POND GROUP REPRESENTATIVE:

12. Represent the Pond Group in all matters pertinent to the Adopt-A-Pond Program.
13. Send notification to all group members and pond property owner(s) prior to each pond event.

HILLSBOROUGH COUNTY:

15. Allow access to County property, County easements, or other areas over which the County has obtained right of access, as necessary to conduct Pond Group activities in accordance with this Agreement.
16. Provide educational materials, aquatic plants, pond management guidance and plant identification.
17. Provide storm drain markers.

B. TERM PROVISIONS

This agreement shall remain in effect for a three (3) year period beginning on the date the application is approved.

C. INDEMNIFICATION

Each Pond Group Member individually covenants and agrees that he or she is not acting as an officer, agent, representative, or employee of Hillsborough County for purposes of this Agreement and agrees to indemnify and hold harmless other property owners and pond group members, Hillsborough County, and their officers, agents and employees, from and against all liabilities, claims, damages, expenses or actions, either at law or in equity, including attorneys' fees and costs and attorneys' fees and costs on appeal, caused or incurred, in whole or in part, as a result of any act or omission by him or her during performance under this Agreement. This section does not constitute a waiver of sovereign immunity by Hillsborough County or extend the limits of liability beyond those established in Section 768.28, Florida Statutes.

D. TERMINATION

Hillsborough County may terminate this agreement in its sole discretion at any time upon written notice to the Pond Group Representative. The Pond Group may terminate this agreement for any reason upon written notice to the County.

E. POND GROUP MEMBERS

By your signature below, you hereby agree to the terms and conditions set forth in this agreement and the attached Adopt-A-Pond Acceptance Criteria and Policies and Procedures. By your signature, you also designate the Pond Group Representative to represent you in all matters pertinent to the Adopt-A-Pond Program.
(PLEASE PRINT CLEARLY)

	NAME	SIGNATURE	ADDRESS	EMAIL
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Attach an additional sheet for additional signatures, if necessary

(To be completed by the Hillsborough County Adopt-A-Pond Program) Date Received: _____

This application and agreement is ☐ approved ☐ denied. Reason for Denial: _____

By: _____ Date: _____ Pond Group # _____
Manager, Hillsborough County Environmental Services Division, Sustainable Water Resources Section

Adopt-A-Pond Eligibility Criteria

1. The pond must be:
    a. owned by the county, or
    b. privately owned with one or more drainage easements dedicated to Hillsborough County, or
    c. privately owned with private drainage easements, provided the pond discharges directly into the Hillsborough County municipal separate storm sewer system (MS4).
2. A pond and the surrounding land area may not be located entirely on one parcel when the pond is privately owned and not accessible to the community.
3. No wetland or protected conservation areas are allowed in the program.
4. Adopt-A-Pond may not be used to satisfy permit conditions for the Southwest Florida Water Management District or any other agency.
5. The pond group must submit an Adopt-A-Pond application and demonstrate a commitment to fully participate in the program and maintain their pond.
6. In communities which are not included in the Hillsborough County MS4, only a pond which discharges directly to the Hillsborough County MS4 is eligible, providing it meets all other eligibility requirements.

Adopt-A-Pond Policies and Procedures

Intent
It is the intent of Hillsborough County that the Adopt-A-Pond program be promoted and conducted as an entirely voluntary cooperative program between Hillsborough County residents and the Hillsborough County Environmental Services Division, Sustainable Water Resources Section.

Initial Steps
At the beginning of the project, the pond group must: (1) review the Pond Inspection Checklist identifying sources of stormwater pollution in the neighborhood, (2) participate in the Pond Group Orientation Training, and (3) mark all storm drains in the pond drainage area with the program's storm drain markers.

Planting
A planting of native vegetation will be conducted following completion of all initial steps listed above.

Adopt-A-Pond will provide pond groups with a sufficient quantity of native plants at the initial planting stage of the project. The quantity of plants, determined by the County, will depend on pond shape, size, need, condition, number of participants who will be planting, and the species of plant being planted. In any event, every pond will receive enough plants to provide effective vegetative cover in their restoration.

Adopt-A-Pond also offers an additional quantity of plants, at the 6-month review date. A group may elect not to receive these plants. Eligibility, quantity, and species will be determined by the County.

Beyond the 6-month review date, pond groups may be eligible for additional quantities of plants. In order to qualify, they must submit at least one workday report twice a year and remain in good standing with the Adopt-A-Pond program. Good standing shall be defined as having met all program eligibility criteria, as defined herein, and fulfilled all responsibilities of the Adopt-A-Pond Agreement for at least 6 continuous months prior to any date on which a determination is being made.

Provision of Other Miscellaneous Items
The Adopt-A-Pond program is intended to be fun and interesting to all involved. To this end, the program occasionally offers various educational and promotional items that may be of interest to our participants. These items are subject to availability and are not a responsibility of the County or a right of program participants.

Please note that Adopt-A-Pond does not provide fish, fountains, hand tools, waders, boots, boats, herbicides, pesticides, or any other items not specifically mentioned in this document.

Deactivation/ Reactivation
The Adopt-A-Pond Agreement states that a pond group shall remain in effect for a period of 3 years. After the initial 3 years, the pond group will be deactivated from the Adopt-A-Pond program. If a pond group would like to receive program benefits after the initial 3 years, they will be required to reapply for the program as described below under Reapplication.

A pond group may decide not to participate in the program at any time upon written notice to the Adopt-A-Pond Program Coordinator. The Adopt-A-Pond Program may remove a pond group from the program upon written notice to the pond group representative.

A pond group may be deactivated at any time if they fail to comply with any program requirements. An inactive group is ineligible to receive further benefits from Adopt-A-Pond. A group may be reactivated at any time within their 3-year agreement term so long as the pond group resumes responsibilities as detailed in the agreement and submits the required reports. Once the pond group has been reactivated and is in good standing as defined above, the pond group may become eligible for program benefits as detailed herein.

Reapplication
If necessary, a pond group may reapply for the program or a new group may adopt a previously adopted pond.

If necessary, a group may reapply only upon successful completion of the initial three year agreement. Any one pond may only be adopted under this program twice within a nine year period, beginning on the date of the first application's acceptance into the program.

The County may require a pond group to provide additional assurance that they will fulfill their responsibilities under the program. The format and details of this assurance will be determined by the County on a case by case basis. The County shall determine if a pond group that has been removed from the program shall be allowed to reapply.

Effective Date of New Policies
These new policies shall become effective May 26, 2023.

Submit Completed Applications to:
SaccoS@HCFL.gov

or mail to:
Adopt-A-Pond
2420 N. Falkenburg Rd.
Tampa, FL 33619