Adopt-A-Pond Criteria for Acceptance into the Program
(as published in the Adopt-A-Pond brochure and Information Booklet)

1. The pond must be owned by the county or privately owned with one or more drainage easements dedicated to Hillsborough County.

2. No wetland or protected conservation areas are allowed in the program.

3. Adopt-A-Pond may not be used to satisfy permit conditions for the Southwest Florida Water Management District or any other agency.

4. The pond group must submit an Adopt-A-Pond application and demonstrate a commitment to fully participate in the program and maintain their pond.

5. Access to pond must be available for County crews and equipment for initial cleanup.

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 Public Works Department, Engineering Division/Stormwater Management Section. No aspect of this program should be construed to reflect a right or responsibility on the part of either party.

Initial Cleanup
Each pond group is entitled to one cleanup with our program excavator at the beginning of the project if the work is necessary to meet program goals and the work can be performed in a safe and cost-effective manner. Please note that this is but one aspect of the program and may not be necessary in all cases. Such determination shall be at the discretion of the County.

Please be advised that every property owner whose property will be worked on or crossed during the cleanup must have signed the Adopt-A-Pond application or would need to sign a Right of Entry agreement.

Should a property owner refuse to participate in the program, no work will be performed on that property or in the immediate area, to be determined by the County. However, if the nature of the cleanup is such that we can not safely or efficiently perform or continue to perform the cleanup without crossing that property or immediate area, the cleanup activity will halted.

Provision of Plants
Adopt-A-Pond will provide pond groups with up to $600.00 worth 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, not to exceed $300.00 worth, 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.

Further, pond groups may be eligible for additional quantities of plants not to exceed $200.00, per year, and beyond the 6-month review date. In order to qualify, they must submit at least one workday report per quarter and remain in good standing with the Adopt-A-Pond program. Good standing shall be defined as having met all program eligibility criteria, as outlined in the Adopt-A-Pond Brochure and Information Booklet, and fulfilled all responsibilities of the Adopt-A-Pond Agreement for at least 6 continuous months prior to any given 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 hand tools, waders, boots, boats, herbicides, pesticides, fish, or any other items not specifically mentioned in this document.

Renewal of Agreement
The Adopt-A-Pond Agreement states that a pond group shall remain in effect for a period of 3 years and shall be extended for successive 3-year periods subject to the criteria as set out in the Policies and Procedures.

At the end of the initial 3-year term, Adopt-A-Pond will review each group file to determine if they submitted quarterly reports. Adopt-A-Pond will then contact the group representative to determine if the group would like to remain in the program. If the program is unable to contact the representative, the group will be removed from the program in accordance with the Adopt-A-Pond Agreement. If contact is made and the group has not submitted quarterly reports or submitted less than 3 per year, the group may remain in the program, but must agree to resume reporting. This process shall continue at the end of every 3-year term until the group is removed from the program.
A pond group may decide not to participate in the program at any time as long as a 30 day written notice is provided to the County. The Adopt-A-Pond Program may remove a pond group from the program upon 30 days written notice to the pond group representative. These procedures are detailed in the Adopt-A-Pond Agreement.

**Reactivation**

A pond 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.

Should a second excavator cleanup be needed as a result of a pond group not performing maintenance activities during their period of inactivity, the pond group must reapply for the program.

If a pond group reapply for the program, the pond group forfeits its previous status, starts anew, and becomes subject to all policies and procedures provided herein and in the Agreement. A reapplication is not possible within the initial 3-year term of the agreement. In addition, The County may require a pond group to provide reasonable assurance that they will maintain their pond as required under the program. Reasonable assurance may be provided by submitting a letter signed by all pond group members stating that the group shall fulfill the responsibilities detailed herein and in the Agreement. Please note that if the pond group defaults on these responsibilities, the pond group will be immediately removed from the program in accordance with the Agreement. 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 February 1, 2003 and shall apply to all pond groups accepted into the program on or after January 1, 2000 as well as to any other groups receiving benefits from the Adopt-A-Pond program or that have become reactivated after the effective date above.