



City of Farmington

430 Third Street

Farmington, Minnesota

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www.ci.farmington.mn.us

TERMS AND CONDITIONS OF THE ADOPT-A-POND PROGRAM

_____ agree(s) to participate in the City of
(Name of Group or Individual)
Farmington's ADOPT-A-POND Program by adopting _____ pond.
Location Description: _____

I/We understand and agree to abide by the established terms and conditions as set forth below.

1. Participation in the ADOPT-A-POND Program is on a first-come, first-serve basis. Some ponds may not be available for adoption because of restoration projects, construction, or access issues.
2. A commitment of a minimum of two years is required.
3. All participants under the age of 18 years must have adult supervision and must submit a parental release form prior to performing any duties associated with the ADOPT-A-POND Program.
4. All groups must have a designated supervisor who is required to carry with him or her, a first-aid kit and who must be aware of local emergency services numbers.
5. Litter pick-up should occur at least three times each year, preferably one time each in the spring, summer and fall. ADOPT-A-POND participants are strongly encouraged to participate in the Farmington Pond Clean-up held annually in the spring of the year. Details of the clean-up will be forwarded to all supervisors before the event.
6. ADOPT-A-POND activities should occur only during daylight hours and good weather.
7. ADOPT-A-POND activities should occur only on City owned storm water pond outlots. Special care should be taken to stay off of private property. Upon request City staff can identify the boundaries of your adopted pond area.
8. A plan must be submitted by the group supervisor for approval by the Natural Resource Division prior to any planting. An application can be made to the City to fund plant materials for an approved planting plan, or to plan and fund a wetland restoration project. The group supervisor must attend the Dakota County Shoreland Volunteer program before an application for a wetland restoration project may be submitted. The tuition to attend the

Dakota County Shoreland Volunteer program once per adoption period (2 years) will be paid for by the City for the group supervisor.

9. The group supervisor should contact the Natural Resource Division at 651-280-6845 at least one week in advance of the date that the group will be performing tasks outlined in the ADOPT-A-POND Program. At this time the group supervisor should inform the Division in writing of what tasks the group will be performing and the equipment and materials required to complete the tasks. Garbage bags and garbage pickup will be provided to the group/individual for litter pickup in the Pond adopted.
10. The group should report any vandalism or potential safety hazards to the Natural Resource Division at 651-280-6845.
11. The Natural Resource Division will provide tools and equipment required to perform tasks under the ADOPT-A-POND Program.
12. Borrowed and unused supplies and equipment must be returned to the Natural Resource office located in City Hall at 430 Third Street, Farmington.
13. Work associated with the ADOPT-A-POND Program can be physically demanding. All participants should be in good physical condition.

SOME POSSIBLE TASKS ASSOCIATED WITH THE ADOPT-A-POND PROGRAM:

1. Litter pick-up
2. Over-seeding grass
3. Weeding, spot spraying, or weed cutting
4. Planting native plantings (flowers, shrubs and trees)
5. General pond maintenance
6. Installation of Wetland Buffer, City Natural Area or Conservation Area signs
7. Wetland restoration project planning and implementation

GROUP SUPERVISOR'S RESPONSIBILITIES:

1. Identify in writing to the Natural Resource Division, the projects to be completed and the equipment and supplies required.
2. Complete a roster of all group volunteers and all on-site supervisors.

3. Return all completed and signed parental release forms to the Natural Resource Division on those individuals in the group who are under the age of 18 years.
4. Conduct a meeting with the group's volunteers in order to outline the tasks that the group will be performing and completing and the schedule that the group will be working under during the ADOPT-A-POND Program.
5. Assign work teams and leaders for the projects that the group will be completing.
6. Submit plans for approval to the Natural Resource Division for all planting projects.
7. At least 24 hours prior to the group outing pick up all equipment and material from the Natural Resource Division that the group has requested to use.
8. On the day of the work projects, make sure that a first-aid kit is available to the group.
9. Make sure all appropriate safety equipment is issued and used.
10. On the following business day, return all equipment and unused supplies to the Natural Resource office located in City Hall at 430 Third Street, Farmington.
11. Within seven days of the group's outing at the pond, complete a written report of the tasks accomplished. Mail or drop off this written report to the Natural Resource Division.

SAFETY TIPS:

1. Participants should be mentally alert and use good judgment.
2. Participants should be in good physical condition.
3. Participants should stay away from areas where chemical pesticides have recently been applied.
4. Participants should never pick up any heavy, large or hazardous materials and equipment.
5. Participants should be aware of the extreme conditions, under which they might be working, including heat, insects and sun. Participants should wear clothing that is light and loose. Sunscreen, insect repellent and work gloves are also appropriate.
6. The group supervisor must provide a first-aid kit for participants and all participants should know the location of the first-aid kit.
7. Members of the group should be made aware of the closest phone in case of an emergency.
8. Members of the group should avoid all open water.