



**Carver  
County  
Parks**

11360 Highway 212 West, Suite 2  
Cologne, MN 55322

## **Park & Recreation Commission Meeting**

Wednesday, June 15th, 2022  
Baylor Regional Park - Visitor Center  
10775 County Road 33  
Norwood Young America, MN 55397  
6:00 p.m.

### **Park Tour 6:00 -7:15 (Approximate)**

#### **AGENDA**

- 1) Call to Order (7:15 p.m.)
- 2) Roll Call (7:15 p.m.)
- 3) Approval of Agenda (7:16 p.m.)
- 4) Approval of the April 13<sup>th</sup>, 2022 Regular Meeting Minutes (7:17p.m.)
- 5) Commissioner Liaison Report (7:18 p.m.)
- 6) Open to the Public (7:20 p.m.)
- 7) Consent Agenda (7:25 p.m.)
  - a. Special Event Use Permits
    - i. 4<sup>th</sup> of July Firework Displays at Lake Waconia & Lake Minnewashta
    - ii. ISD 108 Cross Country Running Meets
- 8) Informational Items (7:30 p.m.)
  - a. 2023 Budget Request Review
    - i. Operating Budget
    - ii. Attachments A & E
    - iii. Fee Schedule
  - b. Summer Recreation Services Overview
  - c. Emerald Ash Borer Management Plan
  - d. Waterfront Service Center Update (Information Provided at Meeting)
- 9) Staff Reports (8:30 p.m.)
  - a. General Operations & Recreation Services
  - b. Maintenance and Natural Resources Operations
  - c. Administrative Update
    - i. Planning Work and Near Term Planning Ojectives
- 10) Commission Member Reports (8:45 p.m.)
- 11) Next Meeting Date (8:50 p.m.)
  - a. July 13<sup>th</sup>, 2022
- 12) Adjourn (8:55 p.m.)

#### **Upcoming Events and Activities**

July 9<sup>th</sup>, 2022: Minnewashta Mud Run

**If a Commission Member cannot attend the meeting, please notify the Park Office.**

CARVER COUNTY



## Carver County Parks

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### **Park & Recreation Commission Meeting**

**Wednesday, April 13<sup>th</sup>, 2022**

**Public Works – Conference Room 1**

**6:30 p.m.**

#### **Minutes**

- 1) Call to Order (6:30 p.m.)
  - a. Chair J. Bruner called the meeting to order at 6:30 pm.
- 2) Roll Call (6:30 p.m.)
  - a. Present: Jerry Bruner, Jim Boettcher, Scott Knight, Mark Lagergren, Gary Van Eyll, and Makeza Johnson (virtual at 6:37pm)
  - b. Absent: Curt Kobilarcsik
  - c. Staff: Tim Lynch, Marty Walsh, Jacob Sandvig, and Hope Mack
- 3) Approval of Agenda (6:31 p.m.)
  - a. M. Walsh suggested to postpone discussion on item 8 Summer Recreation Services Overview.
  - b. Motion to approve the revised agenda made by S. Knight, Seconded by J. Boettcher; Passed 5-0
- 4) Approval of the March 9<sup>th</sup>, 2022 Regular Meeting Minutes (6:32 p.m.)
  - a. Motion to approve the minutes made by G. Van Eyll, Seconded by S. Knight; Passed 5-0
- 5) Commissioner Liaison Report (6:32 p.m.)
  - a. Commissioner Lynch stated that the docks are ordered for Coney Island and they will be delivered late this fall.
- 6) Open to the Public (6:33 p.m.)
  - a. None
- 7) New Business (6:33 p.m.)
  - a. Permit Request for St. Joesph Catholic Church “Walk on Waconia” Fundraiser
    - i. This event has been held at LWRP for 15 years and will take place on 5/14/22. Mike Werner reviewed the sponsors of the event and noted about 200 participants are expected. The route starts at St. Joseph’s Church, goes counter clockwise around the lake, and should last about 3 hours. They will have 6 roadway warning signs along the route. Bus drop off and Biff locations (on private property) were discussed. They will be obtaining a permit from the township as well.
    - ii. Motion to recommend to the County Board to approve made by M. Lagergren, Seconded by G. Van Eyll; Passed 5-0
- 8) Informational Items
  - a. Summer Recreation Services Overview
    - i. This item was postponed to the May meeting.
- 9) Staff Reports (6:46 p.m.)

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- a. Southwest Regional Trail Master Plan Update
    - i. M. Walsh stated that the plan is at the Met Council for staff review. They are very pleased with the plan so far and have requested additional information which will be provided.
  - b. Legislative Information
    - i. M. Walsh gave an update on the funding requests regarding LWRP that have been submitted as part of legislative bills. The bonding request for 30 million was submitted. Funding from lottery sales has been requested to be increased. The Met Council has submitted a bill for Parks & Trails Legacy funding.
  - c. Park General Operations & Recreation Services Update
    - i. Coney Island of the West: Site Amenities & Improvements Plan
      - 1. A site plan is being drafted for the group use section of the island which includes fire rings, picnic tables, camping pads, docks, a storage container, and the Hoffman Monument. We would like to have some volunteer opportunities for some of the work. Two biffs will be placed on the island and vault latrines will be considered in the future.
  - d. Park Maintenance and Natural Resources Operations Update
    - i. Dakota Rail Regional Trail Northshore Embankment Stabilization Project
      - 1. J. Sandvig presented to the County Board on the project. Erosion on the embankment has occurred from foot traffic and natural elements. We are in the process of getting a contract with a company to stabilize the area. A fence will be added to eliminate future off-trail foot traffic. Work is anticipated to take place this fall.
    - ii. Emerald Ash Borer Management Plan Draft
      - 1. J. Sandvig and M. Walsh are working on a draft modeled after other local agency's plans which will address management & removal processes. A tree inventory needs to take place to determine which ones to inject and which to remove. Those determined to be removed will be replaced with another type of tree. The injections can be done internally after training, or hired out.
    - iii. Pedestrian/Bicycle Underpass and Trail
      - 1. The plan for the 41 / 61 area in downtown Chaska was presented to the County Board on April 12<sup>th</sup>, 2022. This is funded by the City of Chaska and grants. The work is expected to be completed in 2023.
- 10) Commission Member Reports (8:00 p.m.)**
- a. S. Knight was at the Maple Syrup Festival and had a great time.
- 11) Set Next Meeting Date (8:10 p.m.)**
- a. May 11<sup>th</sup>, 2022
- 12) Adjourn (7:34 p.m.)**
- a. Motion by J. Bruner to adjourn the meeting at 7:34pm. Passed 6-0

### Upcoming Events and Activities

May 7<sup>th</sup>: Astronomy Day at Baylor Regional Park  
 May 13<sup>th</sup>: Arbor Day at Baylor Regional Park



**Carver  
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## **MEMO**

**TO:** Members of the Park Commission  
**CC:** Martin Walsh, Parks & Recreation Director  
**FROM:** Sam Pertz, Parks & Trails Supervisor  
**SUBJECT:** Special Event Use Permits – 4<sup>th</sup> of July Firework Display(s) 2022  
**DATE:** May 4, 2022

This memorandum outlines the pertinent details for review, and consideration to recommend the issuance of use permit(s) for the special events which are publicly requested to occur in the Regional Park & Trail areas operated by Carver County.

### **Waconia Chamber of Commerce**

- Date: Monday, July 4<sup>th</sup> (Tuesday, July 5<sup>th</sup> rain date)
- Location: Lake Waconia Regional Park, Waconia.
- Type of Event: Professional Pyrotechnic 4<sup>th</sup> of July Firework Display.
- Attendance: Historically this event attracts 3,500+ spectators/park patrons throughout the day and during the display.
- Who/Vendor: Ryan Christianson, Lead pyrotechnician (operator certificate #00891)
- Impact on Park System: Display is planned to be launched from main park property– see site map. Also noted is a portion of the park that will be closed on the day of the event to maintain safe blast zones.
- Required Permit Items Obtained & Reviewed: Work in progress – this item is knowingly brought to the Park Commission with some outstanding items (COI renewal, site map tweaks) to allow for appropriate time to complete further review and remaining items. As that work is completed, the permit request would be advanced to the County Board as a completed request.
- Significant Elements/Items of Attention: Launching commercial fireworks display in park boundaries. Use of fireworks is not authorized per park ordinance and requires a use permit authorized by the County Board. Additionally, a level of risk in terms of potential damage to park property/grounds is assumed with this event. Possible brush/debris fires can result from professional firework displays.
- Permit Fees: There are no fees issued for this event, professional firework display is exempt in the 2022 County Fee Schedule.
- Permit History: 11+ years
- Staff Notes: No prior issues or concerns with event group. Display attracts & retains many daily visitors and is publicly appreciated. The Park Commission should be aware that traffic control in/out of Paradise Ln. has been an area of concern with the volume of vehicles leaving the park after the display.

### **Lake Minnewashta Homeowners (Organized as KABOOM Inc.)**

- Date: Sunday, July 3<sup>rd</sup> (No alternative/rain date)
- Location: Lake Minnewashta Regional Park, Chanhassen.
- Type of Event: Professional Pyrotechnic Firework Display.
- Attendance: Historically staff have estimated this event participation at 2,000 – 2,500 spectators/park patrons to utilize the park grounds for display observation. Most of the use occurs at the beach and surrounding picnic areas as well as around the Lakeview Shelter area.
- Who/Vendor: The event coordinator has contracted with RESPyro, a professional pyrotechnic company out of Belle Plaine MN.
- Impact on Park System: Display is launched from former boat access #2 within the Park. This area of the park will be closed to all user groups on the 3<sup>rd</sup> in efforts to support a safe event. See site map.

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- **Required Permit Items Obtained & Reviewed:** The event coordinator has been working to submit all required materials. Outstanding items (at the time of this memo) are: City of Chanhassen Fire Department permit, updated COI document with required County language. Staff are working with the event coordinator to conclude these items in the coming weeks.
- **Significant Elements/Items of Attention:** Launching commercial fireworks display in park boundaries. Use of fireworks is not authorized per park ordinance and requires a use permit authorized by the County Board. Additionally, a level of risk in terms of potential damage to park property/grounds is assumed with this event. Possible brush/debris fires can result from professional firework displays.
- **Permit Fees:** There are no fees issued for this event, professional firework display is exempt in the 2022 County Fee Schedule.
- **Permit History 12+ years**
- **Staff Notes:** No prior issues with event group. Display attracts & retains many daily visitors and is publicly appreciated.

**Recommendation:** It is requested that the Park Commission recommend approval of the Special Event Use Permits to the Waconia Chamber of Commerce and to Lake Minnewashta Homeowners (Kaboom Inc.) to the County Board contingent upon satisfying all required items that are outstanding.



CARVER COUNTY

# Lake Waconia Regional Park



2022 Lake Minnewashta Firework Display Site Map

Lake Minnewashta  
July 3, 2022

Maximum Shell Size: 6"  
NFPA 1123 Fallout Zone Radius: 420 ft



Google Earth

800 ft



— Spectators

— Parking

✗ Shoot site

○ Fallout zone





## **MEMO**

**TO:** Members of the Park Commission  
**CC:** Martin Walsh, Parks & Recreation Director  
**FROM:** Sam Pertz, Parks & Trails Supervisor  
**SUBJECT:** Special Event Use Permit – H.S. Cross Country Endurance Events, ISD 108  
**DATE:** June 3, 2022

This memorandum outlines the pertinent details for review and recommendation for issuance of a Special Event Use Permit to ISD 108, to conduct H.S. Cross Country endurance events which are planned to occur at Baylor Regional Park.

### **ISD 108 (NYA Central Schools) – 2022 H.S. Cross Country Endurance Events**

- **Date(s):** 8/27/22: 3 Teams; 9/13/22: 20+ Teams; 10/27/22: 22 Teams
- **Where:** Baylor Regional Park, Camden Township
- **What:** Running Endurance Events for High School Athletes
- **Attendance:** The Department has used an estimate of (100) total people, spectators/athletes/coaches per team. The meet date of 9/13 will draw very large crowds in the park, over 2,000+ people. The meet on 10/27 will also draw a substantial number of people given the size of the meet and its significance (Sectional qualifier to the State Championships)
- **Impact on Baylor Park:** Use of Prairie picnic shelter for finish area, race routes utilize trail system within park, all the parking capacity within the park will be utilized by the event on 9/14 and 10/27.
- **Required Permit Items Obtained & Reviewed:** Yes, process underway.
  - Outstanding items at the time of the June Park Commission meeting: proof and approval of liability insurance, submittal of any required site plans (race route, start/finish, parking plan, additional BIFF location etc.), parking/traffic control plan for event date(s) of 9/14 and 10/27, payment in full for use fees (invoice not prepared/sent)
- **Significant Elements/Items of Attention:** These events occupy most of the park grounds, use of the trail system, and overall parking capacity for the mid-afternoon and into later evening for each event. While the Department has not received public complaint/comment in the many years of the events at the park, it would be reasonable if a general park patron had a frustrated experience at Baylor Park on these dates.
- **Permit Fees:** Applicable fees per the 2022 County Fee Schedule include team meet, shelter rental fees, and special event use permit application.
- **Years with County Issued Use Permit:** 22+ years.
- **Staff Notes:** There have been no prior issues with this event group. Their attention to detail and care for the park grounds and facilities are top of mind and greatly appreciated. These events are outstanding examples of use of the park property. A specific comment about the 10/27 event date, the Sectional meet for teams & athletes to qualify for the State meet is a testament to the high-quality conditions of the park grounds and proven success of the ISD 108 Athletic staff.

**Recommendation:** It is requested that the Park Commission recommend issuance of a Special Event Use Permit to ISD 108 Central Schools, and onto the County Board for permit issuance with the completion of all outstanding items.





## **MEMO**

**TO:** Members of the Park Commission  
**FROM:** Martin Walsh, Parks and Recreation Director  
**SUBJECT:** 2023 Budget Request  
**DATE:** June 10, 2023

Below is a summary of the attached budget materials with highlights for the Commission's review. These materials are currently in draft form as work continues on refining this information.

### **Carver County Public Works (Parks) 2023 Budget Summary**

The attached Budget Summary provides detail on anticipated Revenue and Expenses.

- Revenue is shown to increase, largely due to an increase in operations and maintenance funding from the Metropolitan Council and an increase in funding from the Carver County Regional Railroad Authority for staffing and fees for recreation services.
- On the expenses side, costs for staffing and related costs represent the most significant cost increase. These numbers are generated by the County Finance and Property Division which include recent staffing and reorganization.
- Other line items shown represent our maintenance, park operations, and recreation expenses. The Parks budget request starts out as a zero impact on the General Fund Tax Levy (excluding staffing and related costs), meaning that increases in revenue can be balanced with an increase in operating costs.

### **Attachment A**

Attachment A represents requests for ongoing increases in expenses for our maintenance, park operations, and recreation services. These requests are for items related to the increased cost of energy, additional cost to deliver services, more funding to maintain infrastructure, and increases in marketing as our service model for delivering recreation programs is changing. Ultimately these requests are prioritized by the Public Works Director, submitted to be weighed against other Division and Department requests. A recommendation is provided by the County Administrator to the County Board as a part of County budget approval process.

### **Attachment E**

Attachment E represents one-time expenditure requests. The requests include replacement of aging infrastructure, needed safety improvements, new equipment, and new features. Attachment E requests are becoming much more prominent in how the County considers funding new and replacement items as grant funding streams alone will not be sufficient to address these needs.

### **Fee Schedule**

The attached Fee Schedule represents the charges for services and facilities. Requested changes are proposed in just a few areas; rental room for new Waterfront Service Center, shelters, labor for contracted services, rental equipment, and permitting.

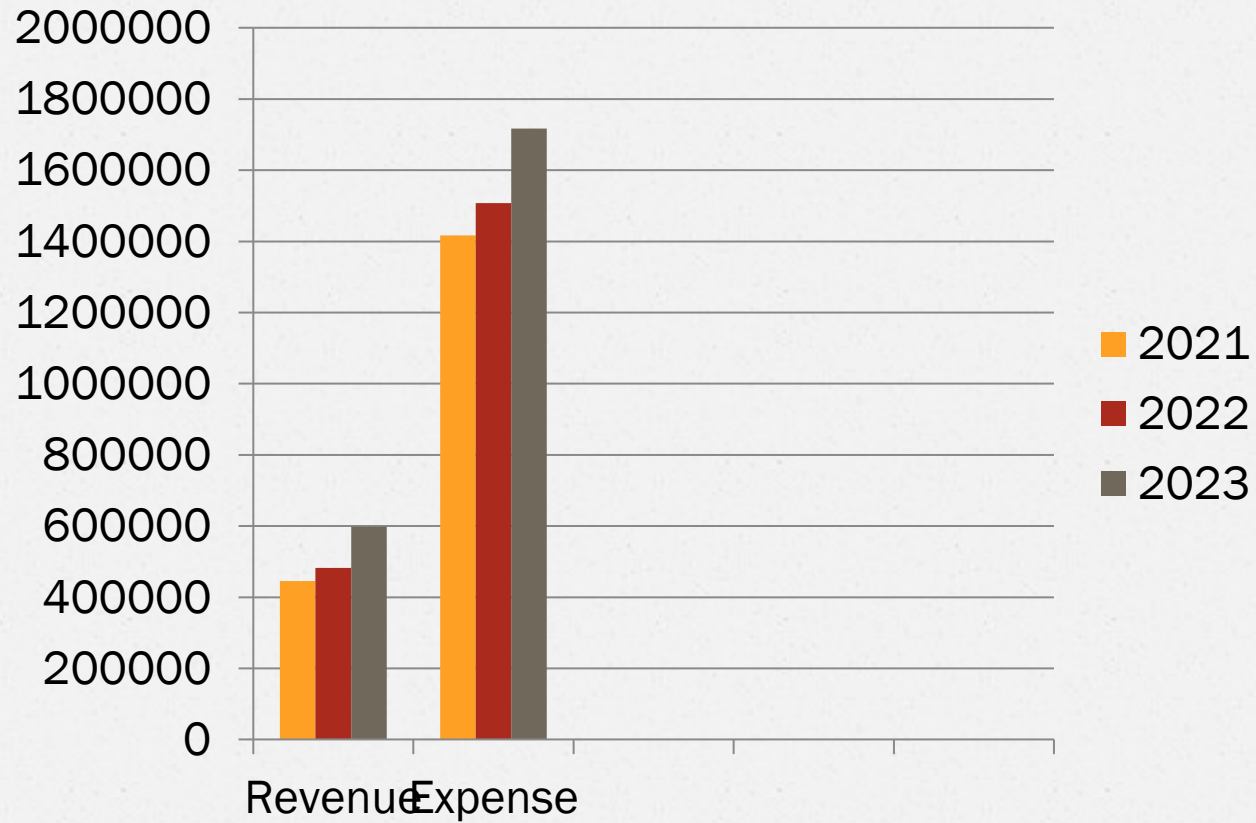
**Recommendation:** A recommendation is not requested at this time. The materials are provided for informational and discussion purposes.

2023 Draft  
Operations and  
Maintenance  
Budget Request

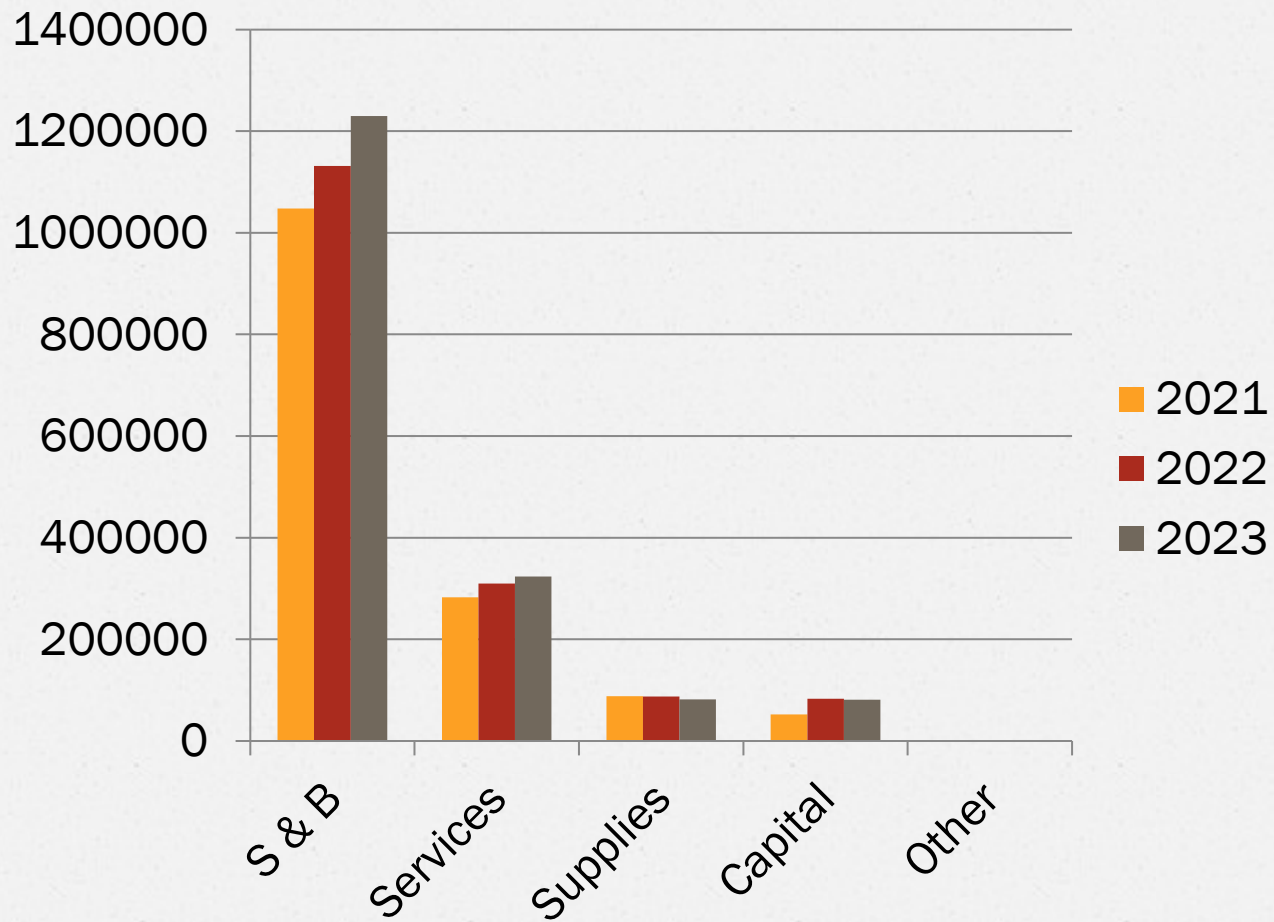
June 15th, 2022

Park Commission Meeting

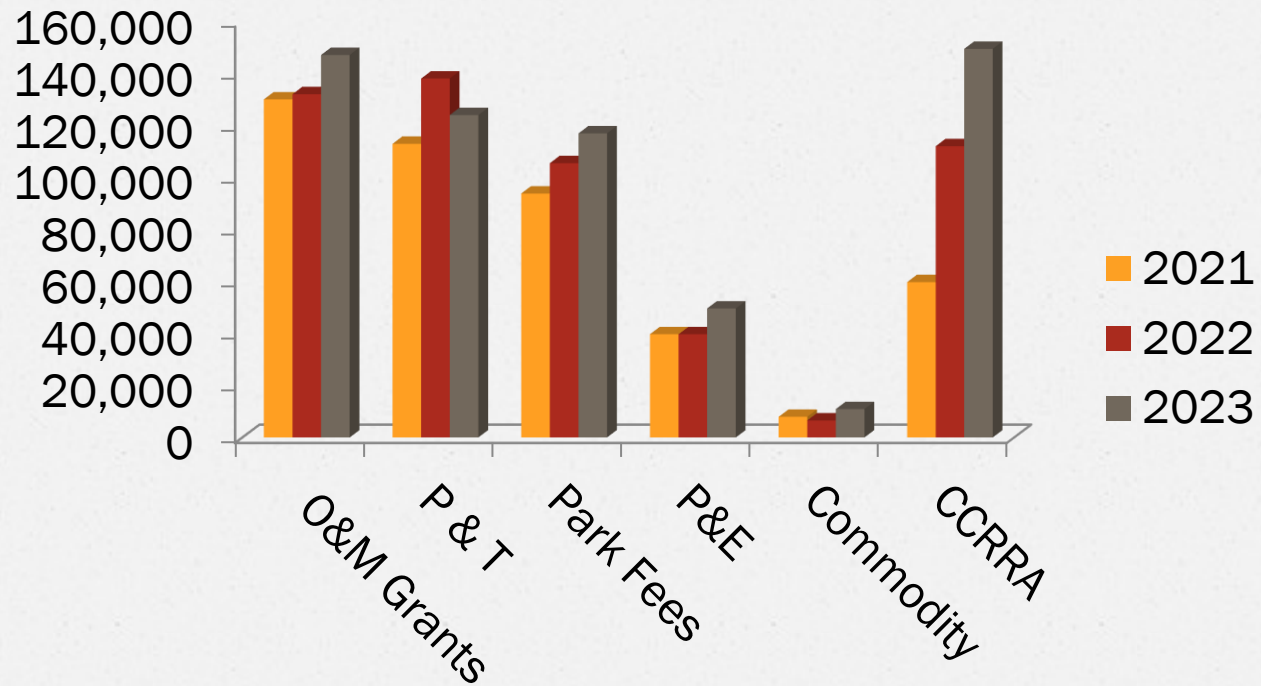
# Revenue and Expense Comparison



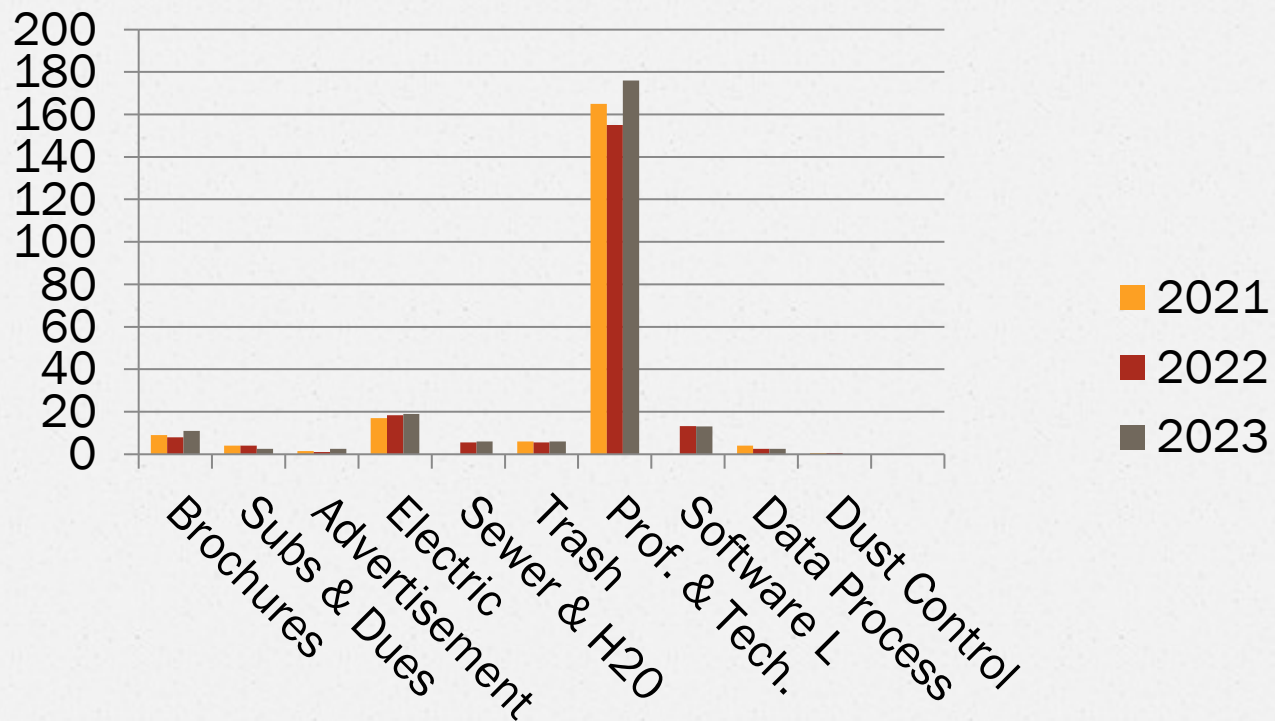
# Expense Comparison by Category



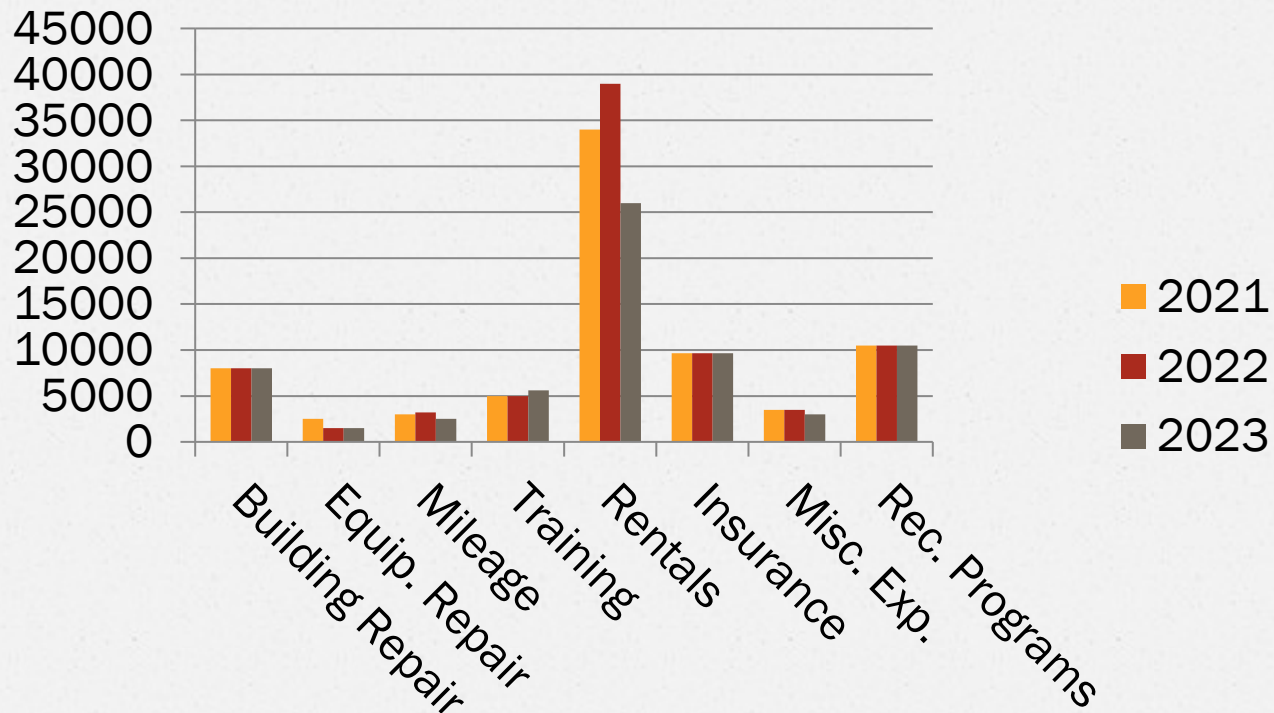
# Revenue



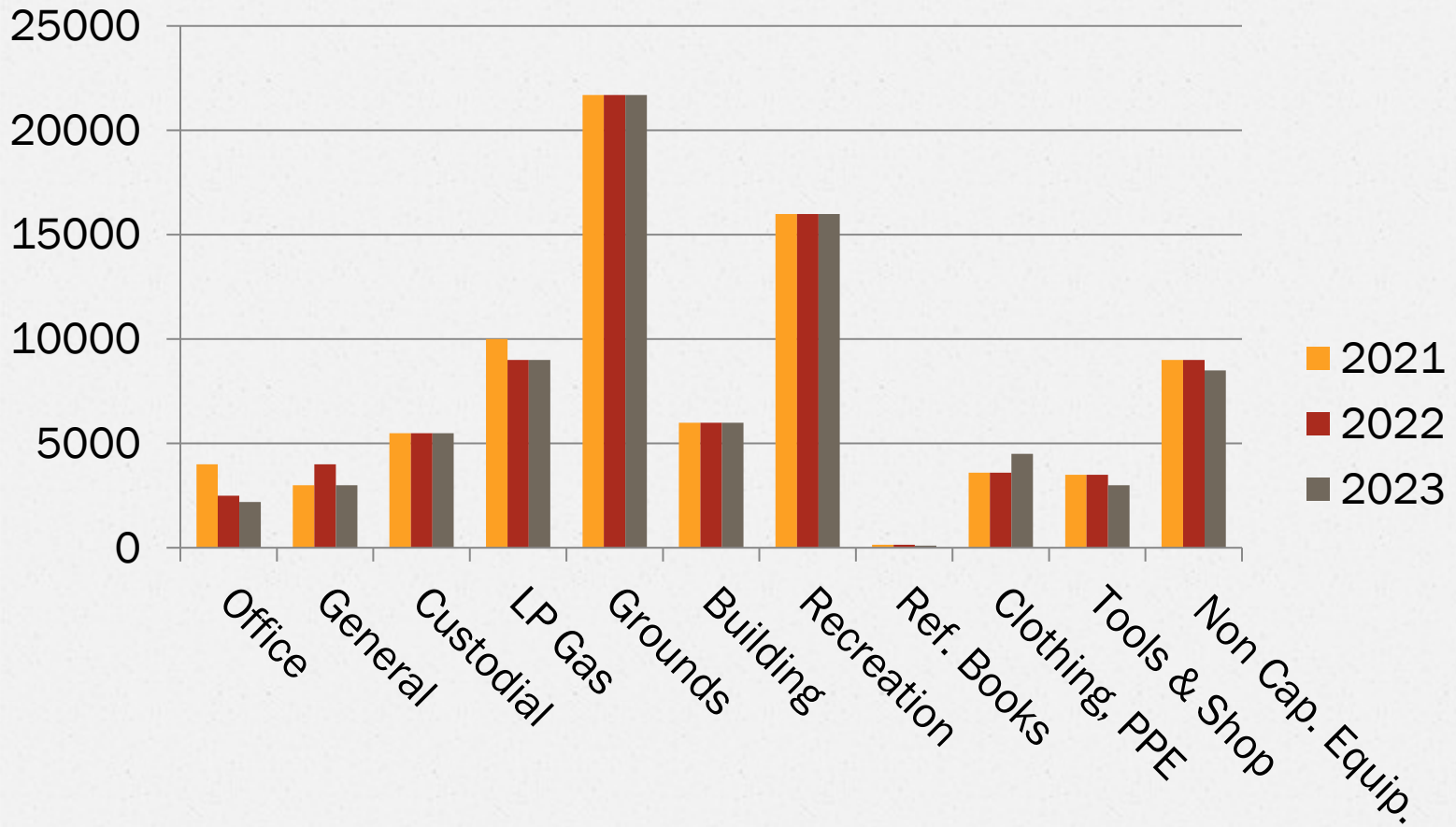
# Contracted Services 1000's



# Rentals and Service Agreements

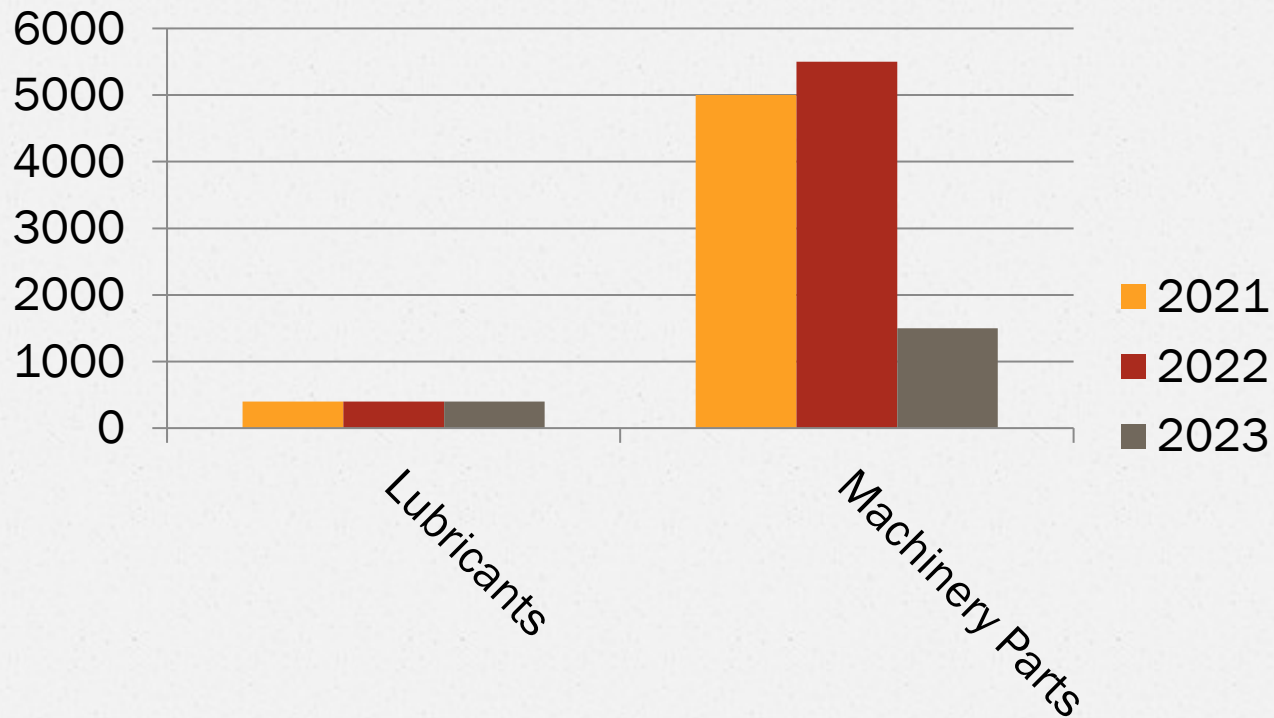


# Operating Supplies

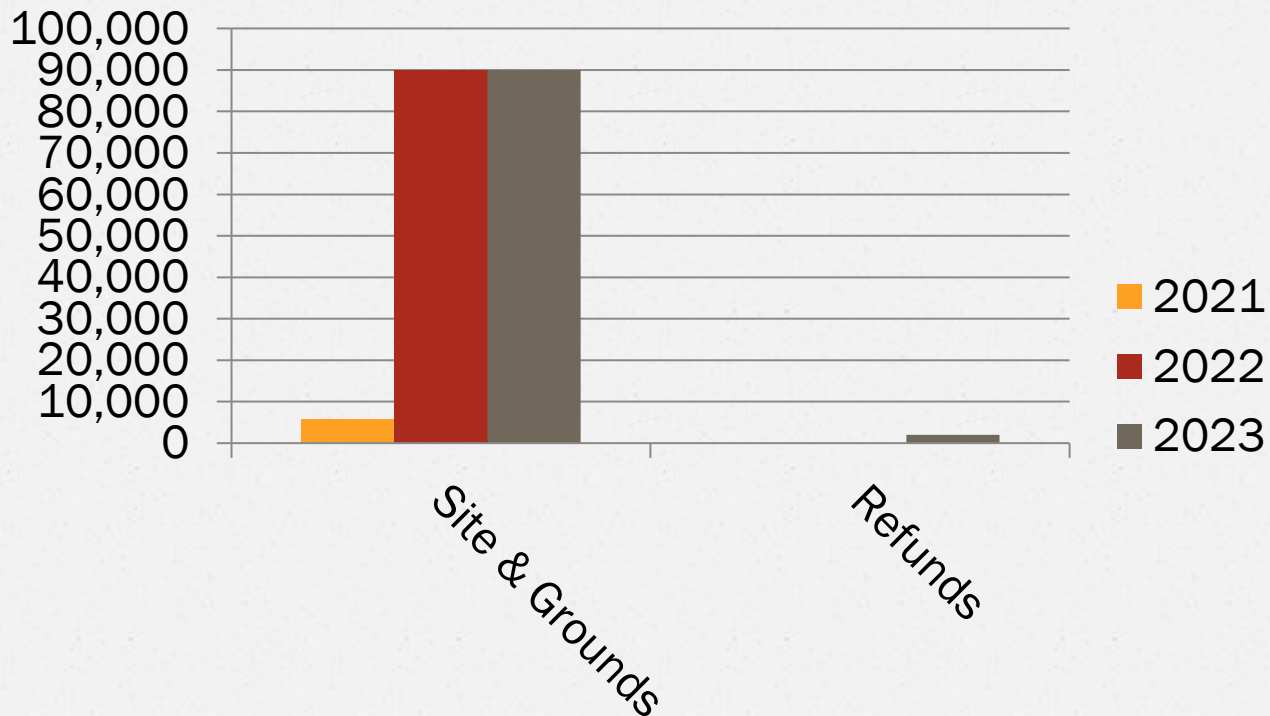




# Equipment Supplies



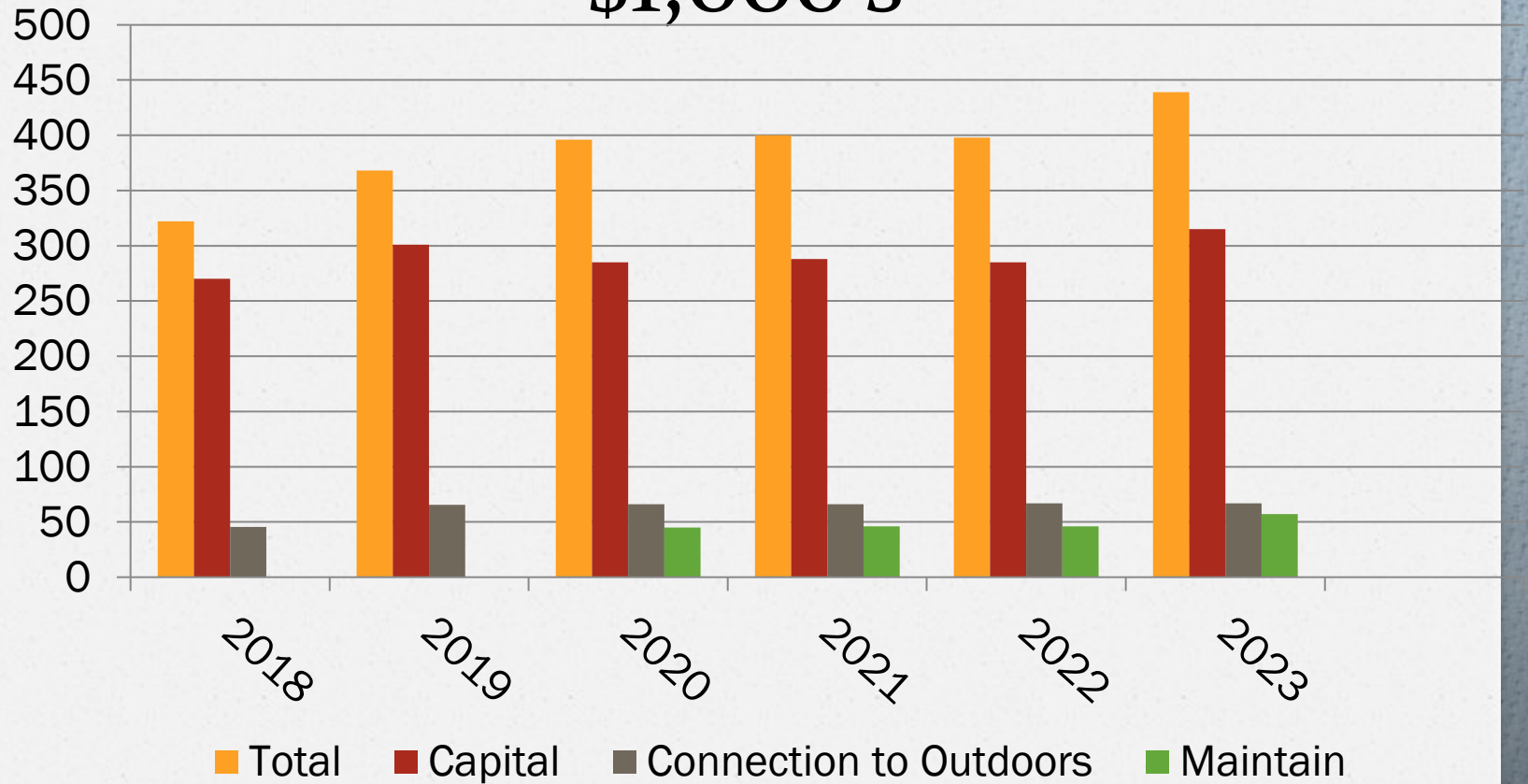
# Site and Grounds Improvements





Parks and Trails  
Fund

# Parks and Trails Funding In \$1,000's



**CARVER COUNTY PUBLIC WORKS**

**2023 BUDGET SUMMARY**

**PROGRAM ADMINISTRATION / LYNDON ROBJENT**

06/10/22  
9:52 AM

FUND / DEPT	DESCRIPTION	ACCOUNT	2021	2022	2023 MGMT REQUESTED	2023 DIV DIR SUGGESTED	NOTES
			BUDGET	BUDGET			
<b>PARKS - GENERAL</b>							
01-520	PARKS - ADMINISTRATION						
	ADMINISTRATION - REVENUE	000	(\$445,613)	(\$548,610)	(\$598,315)	(\$598,315)	
	ADMINISTRATION - EXPENSES	000	\$1,470,365	\$1,611,015	\$1,715,954	\$1,715,954	2022=479356
	<b>FUND 01 NET</b>		<b>\$1,024,752</b>	<b>\$1,062,405</b>	<b>\$1,117,639</b>	<b>\$1,117,639</b>	

01-520	PARKS						
	SALARIES & BENEFITS		\$1,047,506	\$1,131,659	\$1,229,906	\$1,229,906	\$98,247
	SERVICES		\$282,609	\$309,622	\$322,164	\$322,164	2022=309,622 \$12,542
	SUPPLIES		\$88,250	\$87,250	\$81,400	\$81,400	2022=87250 (\$5,850)
	CAPITAL		\$52,000	\$80,984	\$80,984	\$80,984	2022=80,984
	PROPERTY TAXES & OTHER			\$1,500	\$1,500	\$1,500	
	<b>PARK EXPENSE SUMMARY TOTAL</b>		<b>\$1,470,365</b>	<b>\$1,611,015</b>	<b>\$1,715,954</b>	<b>\$1,715,954</b>	<b>\$104,939</b>

FUND / DEPT	DESCRIPTION	ACCOUNT NUMBER	2021	2022	2023 MGMT REQUESTED	2023 DIV DIR SUGGESTED	NOTES
			BUDGET	BUDGET			
01-520	PARKS						
	REVENUE						
	METRO COUNCIL O & M GRANTS	520-000-0000-5285	(\$130,000)	(\$132,000)	(\$147,000)	(\$147,000)	(\$15,000)
	PARKS & TRAILS FUND	520-000-0000-5350	(\$113,000)	(\$138,000)			This lineitem was broken out into salaries \$138,000
<b>NEW</b>	<b>PARKS &amp; TRAILS FUND OUTREACH</b>	<b>520-000-5050-5350</b>			(\$13,000)	(\$13,000)	
<b>NEW</b>	<b>PARKS &amp; TRAILS FUND SALARIES</b>	<b>520-000-5055-5350</b>			(\$111,000)	(\$111,000)	
	<b>PARK FEES</b>	<b>520-000-0000-5506</b>	(\$94,000)	(\$105,597)	(\$117,000)	(\$117,000)	(\$11,403)
	<b>Outdoor Recreation Program/Event Fees</b>	<b>520-000-0000-5522</b>	(\$40,000)	(\$40,000)	(\$50,000)	(\$50,000)	(\$10,000)
	Public Special Event Fees , Permitted Events in Parks	520-000-0000-5523		(\$1,800)			\$1,800
	MISC FEE	520-000-0000-5528		(\$12,000)			\$12,000
	<b>COMMODITY AND PROPERTY SALES</b>	<b>520-000-0000-5844</b>	(\$8,000)	(\$6,600)	(\$11,000)	(\$11,000)	(\$4,400)
	MISCELLANEOUS OTHER REVENUE	520-000-0000-5857					
	<b>DAMAGE DEPOSITS</b>	<b>520-000-0000-5869</b>					
	TRANSFERS FROM OTHER FUNDS	520-000-0000-5880	(\$60,113)	(\$112,113)	(\$149,315)	(\$149,315)	(\$37,202)
	REFUNDS & REIMBURSEMENTS	520-000-0000-5899	(\$500)	(\$500)			\$500
	<b>TOTAL REVENUE</b>		<b>(\$445,613)</b>	<b>(\$548,610)</b>	<b>(\$598,315)</b>	<b>(\$598,315)</b>	<b>\$74,295</b>

FUND / DEPT	DESCRIPTION	ACCOUNT NUMBER	2021	2022	2023 MGMT	2023 DIV DIR	NOTES				
			BUDGET	BUDGET	REQUESTED	SUGGESTED					
	EXPENDITURES										
	SALARIES & WAGES-PERMANENT	520-000-0000-6111	\$554,585	\$635,273	\$668,112	\$668,112					\$32,839
	SALARIES & WAGES-PART TIME	520-000-0000-6112	\$82,543	\$43,401	\$94,823	\$94,823					\$51,422
<b>NEW</b>	<b>OUTREACH SALARIES &amp; WAGES-PART TIME</b>	<b>520-000-5050-6112</b>									\$1,131,659 2022 Salaries 7 Benefits
<b>NEW</b>	<b>P&amp;T FUNDS SALARIES &amp; WAGES-PART TIME</b>	<b>520-000-5055-6112</b>									\$1,715,954 H 11
	SALARIES & WAGES-OVERTIME	520-000-0000-6113	\$6,230	\$6,861	\$6,360	\$6,360	S-A \$5,000				(\$501)
	SALARIES - STOC	520-000-0000-6119	\$154,094	\$168,589	\$159,120	\$159,120	inquire on reduction on STOC due to Fee				(\$9,469)
	CAFETERIA CONTRIBUTIONS	520-000-0000-6121	\$114,680	\$128,452	\$133,436	\$133,436					\$4,984
	PER DIEM	520-000-0000-6125	\$2,500	\$2,500	\$2,500	\$2,500					\$1,607,043
	OPEB	520-000-0000-6150									(\$548,610) 2023 G9, Revenue
	COMPENSATED ABSENCES	520-000-0000-6151	\$1,066	\$1,168	\$1,218	\$1,218					\$1,058,433
	HEALTH AND LIFE INSURANCE	520-000-0000-6152	\$3,724	\$4,977	\$5,293	\$5,293					\$50
	MEDICARE	520-000-0000-6155	\$10,953	\$12,008	\$13,460	\$13,460					\$316
	P.E.R.A.	520-000-0000-6162	\$45,103	\$51,415	\$57,698	\$57,698					\$1,452
	F.I.C.A.	520-000-0000-6172	\$46,837	\$51,344	\$57,561	\$57,561					\$6,283
	WORKER'S COMPENSATION	520-000-0000-6173	\$23,169	\$23,462	\$28,032	\$28,032					\$6,217
	LONG TERM DISABILITY INS	520-000-0000-6175	\$2,022	\$2,209	\$2,293	\$2,293					\$4,570
	MARKETING	520-000-0000-6232	\$9,000	\$8,000	\$11,500	\$11,500	S-A \$15,000 Program Guide, Graphic De				\$84
	SUBSCRIPTIONS, & DUES	520-000-0000-6240	\$4,000	\$4,000	\$2,500	\$2,500					\$3,500
	LEGAL NOTICE PUB & EMPLOYMENT ADS	520-000-0000-6241	\$1,500	\$1,000	\$2,500	\$2,500					\$479,356 \$486,048 \$6,692
	ELECTRICITY	520-000-0000-6251	\$17,500	\$18,400	\$19,000	\$19,000	S - A \$3,000 + \$6,000 WSC				(\$1,500)
	REFUSE COLLECTION	520-000-0000-6252	\$6,000	\$5,500	\$6,000	\$6,000	S-A \$3,000				\$1,500
	SEWER & WATER	520-000-0000-6253			\$9,000	\$9,000					\$600
	PROFESSIONAL & TECH. FEES	520-000-0000-6260	\$165,000	\$176,158	\$176,000	\$176,000	S - A \$6,000				\$500
<b>NEW</b>	<b>PROFESSIONAL &amp; TECH. FEES - OUTREACH</b>	<b>520-000-5050-6260</b>			<b>\$13,000</b>	<b>\$13,000</b>					(\$158)
	DATA PROCESSING SERVICES	520-000-0000-6263	\$4,000	\$2,500	\$2,500	\$2,500	S-A Mobile Cell for iPads \$1,500				
	SOFTWARE LICENSING FEE	520-000-0000-6265		\$13,200	\$13,000	\$13,000					(\$200)
	DUST CONTROL	520-000-0000-6288	\$600	\$500	\$500	\$500					\$500
	BUILDING & STRUCTURE REPAIR	520-000-0000-6313	\$8,000	\$8,000	\$8,000	\$8,000					
	MACHINERY & EQUIPMENT REPAIR	520-000-0000-6314	\$1,500	\$1,500	\$1,400	\$1,400					(\$100)
	EMPLOYEE MILEAGE ALLOWANCE	520-000-0000-6331	\$3,000	\$3,200	\$2,500	\$2,500					(\$700)
	CONFERENCE & TRAINING	520-000-0000-6332	\$5,000	\$5,000	\$5,600	\$5,600					\$600
	RENTALS	520-000-0000-6340	\$33,845	\$39,000	\$26,000	\$26,000	S-A \$6,000 Trail Snow Agreements, \$3,0				(\$13,000) reduced by \$13K, & moved to 5050 6260
	INSURANCE PREMIUM	520-000-0000-6350	\$9,664	\$9,664	\$9,664	\$9,664					
	MISCELLANEOUS EXPENSES	520-000-0000-6379	\$3,500	\$3,500	\$3,000	\$3,000					(\$500)
	RECREATION PROGRAMS & SPECIAL EVENTS	520-000-0000-6386	\$10,500	\$10,500	\$10,500	\$10,500					
	OFFICE SUPPLIES	520-000-0000-6401	\$4,000	\$2,500	\$2,200	\$2,200					(\$300)
	GENERAL OPERATING SUPPLIES	520-000-0000-6420	\$3,000	\$4,000	\$3,000	\$3,000					(\$1,000)
	CUSTODIAL SUPPLIES	520-000-0000-6422	\$5,500	\$5,500	\$5,500	\$5,500	S-A 2,000 WSC				
	LP GAS	520-000-0000-6425	\$10,000	\$9,000	\$9,000	\$9,000	S-A \$2,000				
	GROUNDS KEEPING SUPPLIES	520-000-0000-6426	\$21,700	\$21,700	\$21,700	\$21,700					
	BUILDING SUPPLIES	520-000-0000-6427	\$6,000	\$6,000	\$6,000	\$6,000					
	RECREATION SUPPLIES	520-000-0000-6452	\$16,000	\$16,000	\$16,000	\$16,000					
	REFERENCE BOOKS & LIBRARY MAT.	520-000-0000-6453	\$150	\$150	\$100	\$100					(\$50)
	UNIFORMS & CLOTHING	520-000-0000-6457	\$4,000	\$4,500	\$4,500	\$4,500					
	TOOLS & SHOP MATERIALS	520-000-0000-6464	\$3,500	\$3,500	\$3,000	\$3,000					(\$500)
	NON-CAPITALIZED EQUIPMENT	520-000-0000-6480	\$9,000	\$8,500	\$8,500	\$8,500					
	GASOLINE	520-000-0000-6561									
	DIESEL	520-000-0000-6562									
	MOTOR OIL & LUBRICANTS	520-000-0000-6563	\$400	\$400	\$400	\$400					
	MACHINERY PARTS	520-000-0000-6564	\$5,000	\$5,500	\$1,500	\$1,500					(\$4,000)
	VEHICLE PARTS	520-000-0000-6566									
	SITE & GROUNDS IMPROVEMENTS	520-000-0000-6610	\$52,000	\$80,984	\$80,984	\$80,984	S-A \$0, Reqeusted \$10,000				
	REFUNDS	520-000-0000-6810		\$1,500	\$1,500	\$1,500					
	<b>TOTAL EXPENSE</b>		<b>\$1,470,365</b>	<b>\$1,611,015</b>	<b>\$1,715,954</b>	<b>\$1,715,954</b>					<b>\$82,939</b>

## 2023 Budget Items

### Schedule A (Ongoing)

Item/Budget Area	Budget Increase
<b>Waterfront Service Center ( New Park Building)</b>	
City Sewer and Water	\$ 10,000.00
Natural Gas	\$ 5,500.00
Electricity	\$ 6,000.00
Overtime	\$ 5,000.00
Professional Services (lifeguard service)	\$ 6,000.00
Electricity (Energy increase)	\$ 3,000.00
Refuse Collection (includes new park building)	\$ 2,000.00
Rentals and Service Agreements - Agreements w/Cities for winter trail maintenance	\$ 6,000.00
LP Gas ( Increase costs)	\$ 2,000.00
Building Supplies (paper products, cleaning supplies New Park Bldg. Increase Park	\$ 2,000.00
Mobile Cell Service for iPads, Needed for rental equipment operations/sales	\$ 1,500.00
Biffs for Coney Island and MN RBRT at Bluff Creek	\$ 3,000.00
Publicity and Brochures (program guide, Graphic Design	\$ 15,000.00
Site and Grounds Improvements Aging Infrastructure (Concrete, Roof, Siding)	\$ 10,000.00
Lobbist	\$ 40,000

### Schedule E (1x)

Item/Budget Area	Budget Increase
<u>Waterfront Service Center Building Construction</u>	\$ 750,000
<u>Baylor Park Boardwalk</u>	\$ 200,000
Safety Improvement, Minnewashta RP Playground Remove Pea Rock and Replace	\$ 90,000.00
Watercraft Rental Fleet for Waconia RP	\$ 15,000.00
iPads for rental service at new park building	\$ 2,500.00
Historical Information Interpretive Signage for new park building (grounds and lobby area)	\$ 50,000.00
Playground for Waconia Regional Park	\$ 1,000,000.00
Replacement Playground for Lake Minnewashta RP	\$ 1,000,000.00
Entrance/Monument Signage - LWRP	\$ 70,000.00

## CARVER COUNTY PARKS & RECREATION DEPARTMENT

### 2023 Fee Schedule

(RF = Reservation Fee)

Baylor Regional Park	
<b>Campsite Fees</b> Utility (30amp & water) Primitive (tent) Full Hookup (50amp, water, & sewer) Cancellation Fee Same Day Cancellations Reservation Modification Fee Early Arrival Fee	\$30/Night/Site +RF \$22/Night/Site +RF \$40/Night/Site +RF \$5/Night/Site (less than 7-day notice) \$0 refund \$8/Modification Request 50% of the Nightly Rate
<b>Mid-Week Camping Special Rates</b> Utility (30amp & water) Primitive (tent)	Buy 2 nights and get 3rd night free. Buy 3 nights and get 4th night free. Promotion must be referenced at time of initial reservation and made by calling the parks office.
<b>Community Room</b> Facility Rental Organized Group Rate Damage Deposit Reservation Modification Fee Cancellation Fee	\$175/Day + RF \$100/Day + RF \$50 \$8/Modification Request See Cancellation Structure Below
<b>Campground Commodities</b> Ice: 10lb Bag Firewood Bundle Wi-Fi Connection Dump Station	\$4 \$6 \$5/Day \$15/Use (non campers)
Lake Waconia Regional Park / Waterfront Service Center	
<b>Lake Waconia Event Center (Not In Operation)</b> Damage Deposit Down Payment for Reservation Conf. Facility Access Prior to Event Facility Rental Building Attendant Sheriff/Security Personnel Early Set-Up Fee (Day of Event) Additional Trash/Recycling	\$500/Reservation \$500/Reservation \$150/Day + \$20/Hour for Required Staffing Time \$1,000/Day \$20/Hour/Staff \$80/Hour/Staff \$80/Four Hours (4 Hour Minimum) Cost of Service + 10% Administration Fee
<b>Waterfront Service Center Activity Room</b> Full Room Daily Rate *Events like wedding receptions, special/community events, etc. will require special event use permitting process and related fees.	\$350 See special event use permitting fees.

**Commented [SP1]:** New for the 2023 Schedule. Currently a placeholder as staff continue to research and ultimately refine a recommended number.



**Waterfront Service Center Picnic Area**

Designates private use of the west side covered seating area.

Follows flight B in shelter rental section.

**Commented [SP2]:** New for the 2023 schedule.

DRAFT

## General Park System

**Organized Group Rates:** These rates are available to groups meeting requirements outlined in Ordinance No. 30.

<b>Group Camping</b> Organized groups of Scouts, Churches, Education/Athletic Teams, etc.	Rates shown are per day & night combo <ul style="list-style-type: none"> <li>• 1–25 People: \$37</li> <li>• 26-50 People: \$75</li> <li>• 51–100 People: \$150</li> <li>• 101+: \$1.50/person</li> </ul>
<b>Group Rate for Picnic Shelters</b> Flights B & C (See below)	Weekday: \$20 + RF, Weekend: \$40 + RF

### Ordinance Violations

<b>Violation Fees</b> Violation of Chapter 91 of Ordinance 72 of the Carver County Code of Ordinances	\$20 + \$10 Court Filing Fee (Plus State Fee(s))
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### Photography & Videography Permits

<b>Annual Professional Photography Permit</b>	\$225/Year
<b>Commercial Business Permit</b>	\$400/Day
<b>Graduation/Wedding</b>	
Monday - Thursday	\$25/Hour
Friday - Sunday	\$50/Hour
<b>Video Shoot</b>	\$200/Day
<b>Atypical Video Shoot</b>	\$500/Day (Minimum)

### Park Shelter Rentals

<b>Park Shelter "Flights"</b>	
<b>A:</b> Lakeview	<b>A:</b> Weekday: \$150 + RF, Weekend/Holiday: \$225 + RF
<b>B:</b> Beach	<b>B:</b> Weekday: \$100+ RF, Weekend/Holiday: \$150 + RF
<b>C:</b> Hilltop, Big Oak, Trailside, Prairie	<b>C:</b> Weekday: \$40 + RF, Weekend/Holiday: \$80 + RF

<b>Shelter Cancellation Fee</b>	See Cancellation Structure Below
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<b>Damage Deposit</b>	\$100/for Damage and/or Excessive Clean-Up
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<b>RF (Reservation Fee)</b>	\$8
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<b>Reservation Modification Fee</b>	\$8/Modification Request
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<b>Concession/Vending Fee</b>	As Negotiated
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### Reservation Cancellation for Park Facilities

<p>Cancellation based on customer request for: All Park Picnic Pavilions, Community Room, and Lake Waconia Event Center.</p> <p>Outdoor Recreation Programs/Services utilize this cancellation structure as well.</p> <p>Campsite Cancellations follow as outlined above.</p>	<ul style="list-style-type: none"> <li>• 31+ Days Prior to Reservation/Event             <ul style="list-style-type: none"> <li>○ 100% Refund Issued</li> </ul> </li> <li>• 15-30 Days Prior to Reservation/Event             <ul style="list-style-type: none"> <li>○ 75% of Refund Issued</li> </ul> </li> <li>• 8-14 Days Prior to Reservation/Event             <ul style="list-style-type: none"> <li>○ 50% Refund Issued</li> </ul> </li> <li>• 0-7 Days Prior to Reservation/Event             <ul style="list-style-type: none"> <li>○ 0% Refund Issued</li> </ul> </li> </ul>
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**Commented [SP3]:** Year 2 of what was determined to be approximately \$50 off market rate, where \$25 increase was applied 2 consecutive years.

## Recreation & Educational Programming

<b>Contracted Recreation Program Services</b>	\$16.00/seasonal labor hour + \$4/youth and \$7/adult equipment usage/rental. <b>For recreation program fees for private groups, contracted activities, and partnership programs, see Attachment B.</b>
<b>Educational Programs</b>	
2 Program Hours	\$3/participant for short programs
4 Program Hours	\$5/participant for long programs
<b>Rental Equipment</b>	
<b>Canoe</b>	\$10/Hour
<b>Kayak</b>	\$15/Hour
<b>Paddle Boat</b>	\$10/Hour
<b>Personal Watercraft Storage</b>	\$70/Season
<b>Stand Up Paddle Board</b>	\$15/Hour
<b>Yard Game Equipment (Various Types)</b>	\$?
<b>Kicksled</b>	\$?
<b>Disc Golf</b>	\$5/Day (+\$5.00 replacement cost if applicable)
<b>GPS Units</b>	\$5/Two Hours
<b>Portable Fire Ring</b>	\$15/Reservation Request
<b>Cross Country Ski Equipment</b>	(Fee for package of skis, poles, & boots)
Adult	\$6 / 2 Hours + \$1/additional hour
Child (under 15 years old)	\$5 / 2 Hours + \$1/additional hour
<b>Snowshoe Equipment</b>	(Fee for package of snowshoes & poles)
Adult	\$6/Day
Child (under 15 years old)	\$5/Day

**Commented [SP4]:** 2022 schedule reflects \$14/hr. 2022 actual blended wage for instructors is greater than \$16/hr. Typically this fee is consistent for a couple year period.

**Commented [SP5]:** Additional rental equipment (specific to the WSC) would potentially be added here.

## Special Event Use Permits & Public Event Services

<b>Application &amp; Permit Processing</b>	
Tier 1	\$108/Application
Tier 2	\$208/Application
<b>Requirement of Facility Rental</b>	See shelter rental rates above
<b>Additional Service Requests</b>	\$35/Hour/Employee
<b>Public Fireworks Displays</b>	Exempt
<b>Edu. Agency Endurance Events (Summer)</b>	\$25/Team
<b>Edu. Agency Endurance Events (Winter)</b>	
Monday-Thursday	\$25/Team
Friday-Sunday	\$30/Team
<b>Outside Vendor Services</b>	
Portable Toilets	Each item is actual cost/unit x number required + 10% administration fee. *If the County has a service provider under contract for these services, permittee is required to use the County's provider.
Portable Sinks	
Additional Trash	
*Number required based on event size	
<b>Concession/Vending Fee</b>	As Negotiated/By Agreement

**Commented [SP6]:** Proposed new for 2023, to better accommodate permitting requests that staff will propose in upcoming County policy to be issued administratively.

**Commented [SP7]:** Land Mgmt Department charging \$250 for this similar permitting work.



**Carver County  
Parks & Recreation**

11360 Highway 212 West, Suite 2  
Cologne, MN 55322

## MEMO

**TO:** Members of the Park Commission  
**CC:** Martin Walsh, Parks & Recreation Director  
**FROM:** Samuel Pertz, Parks & Trails Supervisor  
**SUBJECT:** Summer Outdoor Recreation Services & Operations Plan: 2022 Season  
**DATE:** April 8, 2022

This memo is intended to inform the Park Commission of the summer outdoor recreation services & general operations plan for the 2022 season.

Development of public outdoor recreation programs and events for the winter summer season has concluded, however requests for private and contracted service bookings continue to come in. The Department continues to see a steady increase in requests for recreation program bookings by school groups and other small to mid-sized non-profit organizations at the end of school year time. With the department reorganization of FTE, transferring a heavy reliance of seasonal instructor labor to a part-time educator position, staff are confident this will increase the ability to book more of these requests as well as others throughout the non-summer months. Generally, the menu of summer offerings in terms of quantity, type, and location have remained the same from 2021 and resemble more closely the work program pre-pandemic.

Equipment rental services are now fully transitioned to the outdoor recreation team in terms of scheduling and coordination, as well as the seasonal employees that will be scheduled for these shifts. A noteworthy change from 2021 is that no summer watercraft rental services will be offered at Lake Waconia Regional Park this summer. This is due to a very poor performing service season in 2021, due to a handful of factors (challenging location/lake for 1<sup>st</sup> time paddlers, lack of infrastructure to perform the service, unfortunate weather conditions on service dates). Full details on outdoor recreation programming/events and equipment rental services are below.

The public will see seasonal Parks & Recreation staff (Park Services Attendants) working at the entrance location at Lake Minnewashta Regional Park on Saturdays between mid-June and mid-August between the hours of 11am – 5pm. This presence at the park entrance allows patrons to receive some general information on park amenity wayfinding and allows for good coordination when watercraft access to the lake is in high demand. This service will be closely tracked this season to further verify the need.

Additionally, the public will pass/see Park Service Attendants working at access locations to a park/trail location, who are scheduled in 2-hour time blocks to tabulate the use data of patrons accessing the park/trail. One hundred seventy-five user counts will be conducted between Memorial Day and Labor Day across all the regional park/trail areas managed by the County, including the Hwy 5/Arboretum Regional Trail. These use counts are statutorily required and are tied to funding allocated by the Metropolitan Council.

Park day-use picnic shelters and camping sites will be available for use starting May 13th and continue through October 2<sup>nd</sup> for shelters and October 15<sup>th</sup> for camping sites. Shelter reservations have been increasing the past 4-6 weeks and camping reservations will show the summer holidays to be full along with standard weekends holding in many instances limited availability. Long-term volunteers, "campground hosts" will significantly assist in the delivery of camping services as has been the personnel model for nearly 15 years. The individuals live on-site at Baylor Park and provide services to camping patrons in the evenings and on weekends/holidays. Seasonal workers of

Campground Attendant and Park Services Attendants will work Friday and at times Saturday shifts in the campground office to support the operations.

Planned beach operations and lifeguard services for the swimming season are as follows:

- Swim at your own risk: May 28 – June 11
  - Beach status: swim lines out, umbrellas up
- Lifeguards on-duty: June 11 – August 14
  - Beaches of Lake Waconia and Lake Minnewashta
  - 12-6pm daily
  - \*Extended service option through August 21 – demand determined.
- Swim at your own risk: August 14 or 21 – Labor Day (September 5)
  - Swim line and umbrellas remain out
- Beach areas closed: September 6 – May 2023
  - Umbrellas & swim lines are removed, signage information changed

\*Baylor Parks beach area is operated as swim at your own risk throughout the entire season, May 28 – Labor Day. Use patterns at this site do not warrant lifeguard service.

The below information is recommended by staff as the 2022 summer outdoor recreation services & general operations work plan, with the aim to strategically offer attractive services to the public, operate efficiently with County resources, and accommodate the new growth in service demand.

#### **Watercraft Equipment Rental Services Overview:**

(To be conducted at Lake Minnewashta Regional Park – as conditions & personnel allow)

- Base Service Dates:
  - Start: Saturday, June 11
  - End: Sunday, September 4
- Service Hours: 11AM – 4PM for all service days
- Operations Personnel: Generally Assistant Recreation Instructors will be trained to work in equipment rental service shifts.

#### **Outdoor Programming and Events Overview:**

(Programs take place at the three regional park locations and City/School District locations within the County)

- Late Spring & Summer Season Dates: May 1 through Labor Day
- Public Program & Event Offerings:
  - **15 Day Camps**
  - **17 Public Programs**
    - Generally, paddle sports, archery, or geocaching.
  - **13 Private programs**
    - Generally, scouts, school field trips, or organizations working with those with disabilities.
  - **25 Contracted Programs**
    - Refers to programs booked by both partnering organizations and non-partnering organizations.
  - **15 Sessions of Drop in Archery & Saturday Morning Mischief**
    - Both held at Baylor Regional Park to support camping patrons
  - **50 Sessions of Paddle Club**
  - **5 Mega Programs with Clover Ridge Elementary for “Summer Explorers”**
    - 300 kids per week
  - **7 weeks (21 visits) of PREP in the Parks**
    - Booking via Carver County Health and Human Services, based within County Park locations
  - **Mud Run on July 9<sup>th</sup>**
    - 300-500 participants annually.

\*Grand total of 175 programs/event offerings between May and August.

CARVER COUNTY

- Operations Personnel: Outdoor Recreation Instructors will be rehired/new employees hired and trained to conduct services. Full-time Department employees, including the new part-time Recreation Program Educator will work to coordinate the delivery of the above services as well as instruct when seasonal instructors are unavailable.

**Recommendation:** This is an informational item, and a recommendation is not requested at this time.



CARVER COUNTY



**Carver  
County  
Parks**

11360 Highway 212 West, Suite 2  
Cologne, MN 55322

## **MEMO**

**TO:** Members of the Park Commission  
**CC:** Martin Walsh, Parks and Recreation Director  
**FROM:** Jacob Sandvig, Parks and Natural Resources Supervisor  
**SUBJECT:** EAB Management Plan  
**DATE:** May 11, 2022

The purpose of this management plan is to address and plan for the presence of Emerald Ash Borer (EAB) in the Carver County Parks system. The goal of this plan is to manage the effects of EAB through education, inspection, and best management practices.

The Parks Department will work to complete a tree inventory. It is to include an inventory of ash trees within maintained park spaces and along trail corridors. The tree inventory provides data that enables the Department to understand the potential financial, aesthetic, and ecological impacts of EAB in our parks and trails system.

Removal of and/or injecting ash trees is a suitable way to manage and maintain EAB. The below implementation guidelines are suggested.

- Ash trees 10" in diameter, measured at four feet from the ground (DBH), and larger will be chemically protected using the trunk injection method. This is the industry standard for deciding which trees to inject.
- Ash trees that are smaller than 10" DBH will be cut down and replaced with a different variety. Some trees will be treated until funding is secured to replace these trees.
- Ash trees that are in poor health or in poor locations will be cut down. A tree of different variety will be planted in its place in a more suitable location. Some trees will be treated until funding is secured to replace these trees.
- Priority locations for addressing Emerald Ash Borer
  - Baylor Campground, Minnewashta Beach, Baylor and Minnewashta Playgrounds, Parking lots, Regional and Park trails, picnic areas, ornamental open spaces

Additional information for EAB identification and confirmed locations in Minnesota

<https://mnag.maps.arcgis.com/apps/webappviewer/index.html?id=63ebb977e2924d27b9ef0787ecedf6e9>

<https://www.dnr.state.mn.us/invasives/terrestrialanimals/eab/index.html>

CARVER COUNTY



## **Emerald Ash Borer Management Plan: DRAFT**

### Purpose

The purpose of this management plan is to address and plan for the presence of Emerald Ash Borer (EAB) in the Carver County Parks system. The goal of this plan is to manage the effects of EAB through education, inspection, and best management practices. By defining and determining management strategies now, the Carver County Parks Department (Parks Department) strives to be in an informed and prepared when EAB is confirmed within our park and trail areas.

### Applicability

This plan is applicable to the Carver County Parks system where EAB may negatively impact these public areas or generally threaten the overall health of Carver County's parks and trail areas.

### Administration

Carver County's Parks and Natural Resource Supervisor will be responsible for implementing this program with support from Parks Administration and the Parks and Operations.

### EAB Background

EAB was discovered in 2002 in Detroit, Michigan. It is a non-native beetle that causes widespread decline and death of all species of ash trees. The larval stage of EAB feeds on the tissue between the bark and the sapwood, disrupting the transport of nutrients and water in the trees. When larval populations are high, the damage is severe enough to kill the tree. EAB has killed millions of ash trees in the Eastern and Central U.S. EAB was confirmed in St. Paul in 2009. Since that time, it has been found in 11 Minnesota counties, including Carver and neighboring counties Hennepin and Scott.

### EAB Identification

Emerald ash borer adults are dark metallic green and belong to a group of insects known as the metallic wood-boring beetles (Buprestidae). Adults are 3/8 - 1/2 inch long and 1/16 inch wide. Adult emerald ash borers emerge from beneath the bark of ash trees late May through mid-July, creating a D-shaped exit hole as they chew their way out of the tree.





A) Side View of Emerald ash borer adult



B) Top view

*WDNR Photo by Renee Pinski*



C) Emerald Ash Borer Larvae

*WDNR Photo by Shane Lishawa*

Emerald ash borer adults have a three- to six-week life span, with adult populations ending by mid-August. Adults are most active during the day, favoring warm, sunny weather. Adults feed along leaf margins, with a preference for foliage in direct sunlight.

Mating occurs soon after adult emergence, with egg-laying occurring a few days later. Eggs are laid singly in bark crevices, with females laying 60-90 eggs throughout their lifetime. As eggs hatch, the first instar larvae chew their way through the bark and into the cambium region (located between the bark and sapwood).

Emerald ash borer larvae are white, slightly flattened, with a pair of conspicuous brown pincher-like appendages (urogomphi) on the last abdominal segment. Their size varies as they pass through each of their five instars, with mature larvae averaging 1.5 inches in length. They wind back and forth as they feed, creating characteristic serpentine-shaped galleries beginning in the phloem and extending into the xylem layers.

As mature larvae complete their feeding in the fall, they excavate a pre-pupal chamber in the outer sapwood where they stay over the winter. Pupation occurs in this same chamber the following spring, thus completing the life cycle. However, not all emerald ash borer larvae complete their lifecycle in one year; scientists have found that larvae can require an additional one to two years of feeding prior to adult emergence. These larvae with extended feeding periods are typically observed in healthy or lightly infested ash trees whose defenses are more effective at decreasing larval growth rate and increasing larval mortality.

## EAB Management Strategies

The Parks Department will employ SLAM (Slow Ash Mortality) as an approach to EAB that focuses on slowing ash tree mortality through integrated management strategies. Strategies of SLAM involves a combination of monitoring for EAB, preemptive removal of ash trees, insecticide treatment, and biological control. Slowing the spread of EAB and slowing ash tree mortality enables the Parks Department to extend management costs over a longer period.

## EAB Management: Tree Inventory

The Parks Department will work to complete a tree inventory. It is to include an inventory of open grown trees within manicured park areas, along trails areas, and park and trail facility locations. The tree inventory provides data that enables the Parks Department to understand the potential financial, aesthetic, and ecological impacts of EAB in the county.

### **Carver County Parks and Trails Locations:**

Baylor Regional Park

Lake Waconia Regional Park

Lake Minnewashta Regional Park

Western Carver County Park

Lake Bavaria Boat Launch

Dakota Rail Regional Trail

MN River Bluff Regional Trail

Other park and trail areas as may be incorporated into the Carver County Park and Trail System

## EAB Management: Inspection, Detection, and Monitoring

The goal of detection is to find infestations as early as possible. Once an infestation center is found, staff will need to determine the duration and outer boundaries of the infestation. Staff involved in detection:

1. **Parks and Natural Resources Supervisor (PNRS).** This position is point-person for EAB management, including inspection, detection, and monitoring.
2. **County Park Staff.** County park staff will be key players in detecting EAB. Parks staff have attended general forestry training sessions as well as specific education on EAB. All parks maintenance staff have been given an overview of the pest along with signs and symptoms. They have been directed to notify the PNRS of any suspicious-looking trees.
3. **MN Department of Agriculture.** The state maintains an updated Emerald Ash Borer Status for generally infested areas and county quarantines.  
<https://mnag.maps.arcgis.com/apps/webappviewer/index.html?id=63ebb977e2924d27b9ef0787ecedf6e9>

4. **Arrest-the-Pest Hotline.** The state maintains an Arrest-the-Pest hotline. Citizens can call the hotline to report a suspected incidence of EAB.

5. **Minnesota Forest Pest First Detector Network.** The first detector network is the state's early warning system for invasive tree pests. First detectors can help verify the presence of EAB.

6. **Minnesota Tree Care Advisors.** The tree care advisor (TCA) program is a network of trained, community-based volunteers who promote urban and community forestry to all residents of Minnesota. This program is run by the University of Minnesota's Department of Forestry.

## EAB Management: Tree Removal

When ash trees die or decline, they become hazardous near roadways, parking lots, buildings, trails and play areas. Most dead trees and all hazardous trees within the maintained grounds or in proximity to trails will need to be removed. This will generally be 10 feet from maintained open space and along trail corridors. But strategic removal of trees before they die, whether they are infested or not, will also be a part of the Parks Department's EAB management strategy. Strategic removals help spread out removal and replanting costs and may help slow the spread of EAB.

When EAB is confirmed in a park or trail area operated by the Parks Department, ash tree removals will only be done during the insect's dormant period, October 1- May 1. During the active period, May 2- September 30, removals of ash branches, trees or stumps will be avoided.

The Parks Department will use four removal strategies:

1. **Remove trees preemptively based on health.** The selective removal of ash trees will be based on health condition. Ash trees that would be considered for removal include:
  - a. Unhealthy trees—inventoried trees that have a condition rating of poor. Trees with a rating of fair will also be removed if they have any additional detrimental quality.
  - b. Trees that are unsafe due to poor health or structure and are located where they are likely to damage people and/or property (hazard trees).
  - c. Trees that conflict with utilities.
  - d. Trees that are poorly located and/or require excessive maintenance.

If several trees will be removed preemptively from a park or trail area, the full site impacts should be considered prior to removal.

2. **Remove trees preemptively in an area.** Preemptive removal by area may be appropriate in situations such as:
  - a. When a large population of ash trees is near an existing infestation and there are a significant number of trees in poor condition.
  - b. In conjunction with a park and trail improvement project if the health of ash trees would be negatively impacted by the project and make them more susceptible to EAB.
  - c. In conjunction with adjacent property owner or regional strategies to manage EAB.
3. **Remove trees that are infested.** When an infested tree is identified, surrounding trees will be surveyed to determine the extent of infestation and the number of trees that will need to be

removed. County Park Staff will consult with the MDA when infestations are initially identified. Removal of ash trees, branches and stumps will be avoided May 2 – September 30. If removal is necessary due to a hazardous condition, then the outer 1” of bark/wood should be chipped on-site and the remaining wood transported to the nearest facility that can quickly process the material. If chipping is not possible, then the wood must be transported and stored in a completely enclosed vehicle until it can be processed quickly.

4. **Remove trees that die.** Some trees may not be detected early in the infestation process so they will be removed when they die. Along park roads, parking lots and trails and in landscaped area of parks, all dead ash trees will be removed. In natural areas, it is not feasible to remove all dead ash trees and deadfall should be addressed on a site-by-site basis.

A priority removal list will be developed and revised regularly. In targeting trees for removal, the following will also be considered:

1. Proximity of ash tree removals to current infestation centers and their anticipated spread.
2. The number of trees in poor condition that are located near each other.
3. Spreading out removal costs over several years.

## EAB Management: Insecticide Treatment

Insecticide treatments are effective against EAB by killing dispersing adults as well as eggs and larvae. High-value ash trees can be preserved with consistent treatments over time. If public trees are treated, the only method of application will be trunk injections. Neonicotinoids may be approved for use on public trees if the process is deemed to be most efficient or results in minimal environmental harm.

Parks Department Staff shall carefully evaluate environmental impacts before using pesticides to treat EAB on county property. The preferred method for use of EAB pesticides is trunk injection rather than soil drenching, which will help reduce pesticide drift, reduce impacts to groundwater and surface water and protect non-target species.

Once Park and Trail areas are heavily infested, an intense 3 - 6 year removal interval may be needed to limit liability related to dead and dying ash. The Parks Department has elected to treat a portion of the ash inventory to defer removal and thereby limit an otherwise crippling budget impact. In some situations, treatment for the remaining service life of the tree will cost no more than the cost of up-front removals. By employing this method, the budget impact is spread over 25 - 40 years and removals occur as trees age out in the normal course of events.

The costs of treatment for park trees will be borne solely by the county. The decision of which trees to treat will also be solely at the discretion of the county.

## EAB Management: Biological Control

The Parks Department will coordinate with the MDA for release of these biocontrol agents in Carver County, if applicable.

## EAB Management: Wood Disposal and Utilization

The Parks Department will continue to look for ways to dispose of or utilize ash wood. Information continues to be published on potential markets for urban wood utilization. Possible uses for ash wood include fuel (biomass energy chips), mulch, pulpwood, and saw logs. The county will identify local options for disposal and wood utilization. In addition, the county will seek partnerships with nearby cities for disposal and utilization.

## EAB Management: Implementation

Injecting Ash trees is a suitable way to manage and maintain EAB. For implementing Ash tree injections, standards will be set in relation to size, appearance, and location. These standards will be the deciding factors to either preserve or remove individual Ash trees.

### Standards

- Ash trees 10" in diameter measured at four feet from the ground (DBH) and larger will be chemically protected using the trunk injection method. This is the industry standard for deciding which trees to inject.
- Ash trees that are smaller than 10" DBH will be cut down and replaced with a different variety. Some trees will be treated until funding is secured to replace these trees.
- Ash trees that are in poor health or in poor locations will be cut down. A tree of different variety will be planted in its place in a more suitable location. Some trees will be treated until funding is secured to replace these trees.
- Priority locations for addressing Emerald Ash Borer
  - Baylor Campground, Minnewashta Beach, Baylor and Minnewashta Playgrounds, Parking lots, Regional and Park trails, picnic areas, ornamental open spaces

Injections can be done by a contractor or internally within the County. Treated Ash will be divided into 3 groups to spread out the annual cost of treatment. Once EAB populations start to become more intense we may shorten the treatment cycle to the recommended 2 year rotation. Some ash trees are treated even though they are in fair to poor condition. We don't want them to become infested with EAB, but we would rather want them to live until we have the time/money/motivation to remove them. The treatment cost per tree is low so it's not a big expense to manage them like that. We have not started removing any in wooded/undeveloped areas of our park system. We plan to apply for grants to assist with removal, purchasing, and planting of trees as it applies to EAB.

## EAB Management: Replanting

Whenever possible and appropriate, it is recommended that at least one tree be planted for every tree removed or lost to EAB in maintained areas. Increased diversity is a key element in the replanting program. The county park staff will be following the 10-20-30 rule: plant no more than 10% of any species, 20% of any genus, and 30% of any family.

## Recommended Trees for Replanting Close to Park Roads and Highway Right-of-Ways

*Deciduous trees – hardwoods or trees that lose their leaves in the fall*

<u>Common Name</u>	<u>Scientific Name</u>
Basswood	<i>Tilia americana</i>
Ginkgo	<i>Ginkgo biloba</i>
Hackberry	<i>Celtis occidentalis</i>
Honeylocust	<i>Gleditsia triacanthos</i> var. <i>inermis</i> 'Skyline'
American Linden	<i>Tilia americana</i> 'Redmond' or 'Greenspire'
Littleleaf linden	<i>Tilia cordata</i>
Freeman maple	<i>Acer x freemanii</i> 'Autumn Blaze'
Sugar maple	<i>Acer saccharum</i> 'Green Mountain'
Bur Oak	<i>Quercus macrocarpa</i>
Swamp White Oak	<i>Quercus bicolor</i>
White Oak	<i>Quercus alba</i>

Smaller trees for under utility lines or confined spaces

<u>Common Name</u>	<u>Scientific Name</u>
Blue Beech	<i>Carpinus caroliniana</i>
Chokecherry	<i>Prunus virginiana</i>
Crabapple	<i>Malus</i> spp. 'Prairifire', 'Coralburst', 'Spring Snow' or 'Red Splendor'
Hawthorn (thornless)	<i>Crataegus crusgalli</i> var. <i>inermis</i>
Ironwood	<i>Ostrya virginiana</i>
Japanese tree lilac	<i>Syringa reticulata</i> 'Ivory Silk'
Pin cherry	<i>Prunus pensylvanica</i>
Serviceberry	<i>Amelanchier</i> spp. or <i>grandiflora</i> 'Autumn Brilliance'

## Recommended Trees for Replanting in Open Spaces

The list for “Replanting Close to Park Roads and Highway Right-of-Ways” is also fine for “Open Spaces”. The following are additional trees, but the list is not exhaustive. This should be a good start for native trees that do well in our climate.

### *Deciduous trees*

<u>Common Name</u>	<u>Scientific Name</u>
Apple	<i>Malus spp.</i>
Aspen – Bigtooth	<i>Populus grandidentata</i> ‘Bigtooth’
Aspen – Quaking	<i>Populus tremuloides</i>
Paper birch	<i>Betula papyrifera</i>
River Birch	<i>Betula nigra</i>
Ohio buckeye	<i>Aesculus glabra</i>
Catalpa	<i>Catalpa speciosa</i>
Hawthorn	<i>Crataegus crusgalli</i> var. <i>inermis</i> (thornless)
Kentucky coffee tree	<i>Gymnocladus dioicus</i>
Northern red oak	<i>Quercus rubra</i>
Tamarack	<i>Larix laricina</i>

### *Coniferous trees -- “Evergreens”*

Most are fine, not recommended is Colorado blue spruce – *Picea pungens*

<u>Common Name</u>	<u>Scientific Name</u>
Balsam fir	<i>Abies balsamea</i> - UNAVAILABLE
White fir	<i>Abies concolor</i>
Eastern white pine	<i>Pinus strobus</i> (needs room to grow)
Red / Norway pine	<i>Pinus resinosa</i>
Black spruce	<i>Picea mariana</i>
Norway spruce	<i>Picea abies</i>
White spruce	<i>Picea glauca</i>
Arborvitae/ Northern White Cedar	<i>Thuja occidentalis</i>

# EAB Management: Education and Outreach

Education and outreach are essential components of the EAB Management Plan. The Parks Department shall develop an EAB education program that:

1. Educates visitors of the county park system so they understand the threats of EAB, management practices related to EAB.
2. Educates parks staff so they can recognize signs and symptoms of EAB infestation.
3. Uses diverse forums for education including public programs, website, articles in county publications, handouts, public service announcements, etc.
4. Develops partnership with groups such as area municipalities and Tree Care Advisors.

## EAB References

City of Chanhassen: Emerald Ash Borer Management Plan

City of Saint Louis Park: Emerald Ash Borer Management Policy & Plan

Washington County: Parks – Emerald Ash Borer Management Planning Document

University of Minnesota Extension: Emerald Ash Borer

Minnesota Department of Agriculture: Emerald Ash Borer Status

<https://mnag.maps.arcgis.com/apps/webappviewer/index.html?id=63ebb977e2924d27b9ef077ecedf6e9>

## EAB Contact Information

Policy is reviewed yearly by Parks and Natural Resources Supervisor - Jacob Sandvig

Policy is approved yearly by Parks and Recreation Director - Martin Walsh

Contact the parks department with any questions related to Emerald Ash borer.