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MAIN OFFICE:

PHONE: (707) 839-3251
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PARKS & RECREATION OFFICE:

PHONE: (707) 839-9003
FAX: (707) 839-5964

TO: MEMBERS, RECREATION ADVISORY COMMITTEE

FROM: JASON SEHON, PARKS & RECREATION DIRECTOR

DATE: MARCH 14, 2014

SUBJECT: MEETING NOTICE FOR THURSDAY, MARCH 20, 2014

**CC: MCSD BOARD MEMBERS
JENS ANDERSEN, MCSD
LESLEY FRISBEE, MCSD
KIRSTEN MESSMER, MCSD
BRAD HAYMAN, MCSD
JACK DURHAM, MAD RIVER UNION
FILE**

Attached, is a copy of the agenda and meeting information for the upcoming Recreation Advisory Committee meeting.

Recreation Advisory Committee Meeting
Thursday, March 20, 2014
6:00 pm

MCSD Conference Room (1656 Sutter Road)

Please contact the Parks & Recreation office at 839-9003 if you have any questions and/or if you are unable to attend.

Thank you.

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Recreation Advisory Committee

MEETING DATE

Thursday, March 20, 2014

6:00 p.m.

Location

**MCSD Conference Room
1656 Sutter Road
McKinleyville, CA**

MEETING Agenda

- I. Call to Order & Flag Salute
- II. Communications
- III. Rescind previous recommendation to the MCSD Board of Directors regarding proposed increase in Recreation Activity Guide ad fees.
- IV. Consider making recommendation to the MCSD Board of Directors to update the Parks & Recreation Master Plan to include the possible installation of an observation deck for birdwatching near the Fischer Road property
- V. Discuss status of the *DRAFT* Integrated Pest Management Plan (IPM)
- VI. Overview of MCSD website makeover
- VII. Update on grants
- VIII. Update on Parks Projects
- IX. Update on Recreation Programs
- X. Teen & Community Center Update
- XI. Review of Board Actions at Previous Board Meetings
- XII. Ad Hoc Committee Reports
- XIII. Staff Reports
- XIV. Adjournment (Estimated 7:30 pm)

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TO: MEMBERS, RECREATION ADVISORY COMMITTEE

FROM: JASON SEHON, PARKS & RECREATION DIRECTOR

SUBJECT: STAFF NOTES FOR MARCH 20, 2012 MEETING

AGENDA ITEM I- Introductions, Call to Order & Flag Salute

AGENDA ITEM II- Communications *(Any person may address the Committee at this time upon any subject not identified on this Agenda but within the jurisdiction of the McKinleyville Community Services District):*

Action Requested: None

AGENDA ITEM III- Rescind previous recommendation to the MCSD Board of Directors regarding proposed increase in Recreation Activity Guide ad fees

Staff has re-considered its previous request to ask the MCSD Board of Directors to approve an increase in Recreation Activity Guide ad fees. After reviewing the MCSD Rules and Regulations staff has determined that it is not necessary to seek Board approval. Setting fees is more of a staff and management responsibility, and not the MCSD Board of Directors.

Action Requested: Rescind previous recommendation to the MCSD Board of Directors

AGENDA ITEM IV- Consider making recommendation to the MCSD Board of Directors to update the Parks & Recreation Master Plan to include the possible installation of an observation deck for bird watching near the Fischer Ranch property

At the last Recreation Advisory Committee meeting, Director Wheeler discussed the possibility of installing an observation deck for bird watching somewhere near the Fischer Ranch property. If this is a project the District is interested in pursuing, the Parks & Recreation Master Plan will need to be updated. In order to update the Parks & Recreation Master Plan, it will need to be approved by the MCSD Board of Directors.

If the project was included in the Parks & Recreation Master Plan, staff would be able to work with members of the public and consider its feasibility.

Staff suggests adding the following language to Chapter 4: Description of Unmet Needs

Bird Watching Observation Deck

Two (2) bird watching observation decks should be built. Although there are a variety of locations, the Fischer Ranch property and somewhere around the Wastewater Management Facility have been identified as good locations.

Staff also suggests adding an observation deck to Exhibit 10 – Facilities Proposed to Satisfy Future Unmet Needs so that it includes two (2) bird watching stations, locations to be determined.

Action Requested: Consider making a recommendation to the MCSD Board of Directors

AGENDA ITEM V- Discuss status of DRAFT Integrated Pest Management Plan

For the last couple years, staff has been researching and preparing an Integrated Pest Management Plan (IPM) for the Parks & Recreation Department. I have attended educational sessions and read other agencies IPM's to gain further knowledge.

IPM's are a preventative, long-term, low toxicity means of controlling pests (insects, rodents, nematodes, snails, weeds, fungus or other forms of plant or animal life that adversely interferes with the aesthetic, health, safety, environmental or economic goals of an organization).

IPM's are effective and environmentally sensitive approach to pest management that relies on a combination of common-sense practices. IPM programs use current, comprehensive information on the life cycles of pests and their interaction with the environment. This information, in combination with available pest control methods, is used to manage pest damage by the most economical means, and with the least possible hazard to people, property, and the environment.

I would like to continue bringing a *DRAFT* IPM to the Recreation Advisory Committee and receive your comments and suggestions. This plan is a work in progress and will take some time to complete.

Our staff already utilizes many of the practices in this plan and also practices consistent with other IPM's. We utilize natural and non-poisonous methods for weed abatement and other pest management. For example, we have not used Roundup for more than two (2) years. This is largely due to the agreements we have developed with the California Conservation Corps and the Sheriff Work Alternative Program.

Staff will continue to work on the plan and bring new additions to the Recreation Advisory Committee on a routine basis. I have attached a current copy of the *DRAFT* IPM.

Action Requested: Discussion

AGENDA ITEM VI- Overview of MCSD website makeover

For the last couple months, we have been making drastic changes to the parks & recreation portion of the website. Our goal is to make it much more efficient and user friendly. At the meeting, staff will navigate the website and show RAC members some of the changes.

Action Requested: None

AGENDA ITEM VII- Update on Grants

Staff continues to actively research grant opportunities on a weekly basis. Grants received and active are as follows:

- \$64,000.00 from the S.H. Cowell Foundation to support the teen & community center. This grant was a partnership with the Boys & Girls Club of the Redwoods.
- \$9,000 match from Humboldt Area Foundation for audio and visual equipment for the Teen & Community Center
- \$25,000 match from Land & Water Conservation Fund to fund the construction of a covered picnic area at Pierson Park

With construction of the teen & community center starting soon, staff is actively pursuing local and regional grants to help furnish the facility.

Action Requested: None

AGENDA ITEM VIII- Update on Parks Projects

- Covered picnic pavilion project
- Teen & Community Center
- Hiller Sports Complex
- Hiller Park Botanical Garden
- Washington Ave property
- River Property
- Wood duck & bat houses
- Bench and trail at Norton Creek Wildlife Area
- Open Space Maintenance Zone maintenance

Action Requested: Informational

AGENDA ITEM IX- Update on Recreation Programs

- Youth Basketball League
- Pee Wee Basketball League
- KidsClub Afterschool program
- Humboldt Hoops 3 on 3 Basketball Tournament
- Hot Shots Competition
- Youth Driven Saturday Nights
- Puppy and dog obedience classes
- Website upgrade

Action Requested: Informational

AGENDA ITEM X- Teen & Community Center Update

We are currently working with the planning process and getting the Architect firm utility information. We hope to prepare construction documents and go out to bid in the next few months.

Thanks to a \$64,000 grant from the S.H. Cowell Foundation, we are currently working with the Youth Leadership Institute to host a four (4) day Teen Leadership Summit for youth ages 13 to 17. The theme of the event is "Our Time, Our Place, Our voice." The entire event is intended to create youth leaders who will help us with the operation of the new teen center once it's built.

We are also actively pursuing grant funding and working on a donor brick fundraiser to help with the furnishing of the new facility.

I will likely have more to report at the meeting.

Action Requested: Informational

AGENDA ITEM XI- Review of Board Actions at Previous Board Meetings that pertain to the Parks & Recreation Department

March 5, 2014

Items:

B.2 A Resolution of the Board of Directors of the McKinleyville Community Services District Ordering the Levy and Collection of Assessments within the Measure B Maintenance Assessment District – Renewal for Parks, Open Space, and Recreational Facilities for Fiscal Year 2014-15

Action:

Approved

Action Requested: Informational

AGENDA ITEM XII- Ad Hoc Committee Reports

Hewitt Ranch (John Kulstad)

Skate Park (Charlie Caldwell)

Teen & Community Center (Jeff Dunk)

Property at School Road and Washington Ave (Jim Fritz)

Riverfront property (Jeff Dunk)

Hiller Park Botanical Garden (Jeff Dunk)

BMX Bike Track (Beth Crone)

Action Requested: None

AGENDA ITEM XIII- Staff Reports

R.C. flying:

Lesley Frisbee and I have scheduled a meeting to discuss the possibility of pursuing a Remote Control Flying program.

Minimum Wage:

On July 1, 2014, minimum wage will be increased from \$8.00 per hour to \$9.00 per hour. This will impact to cost to operate our leisure and recreation programs. Program fee's were audited and increased last year and staff will be looking at potential additional fee increases as well as reducing the expense to run our programs.

CPRS Conference:

Lesley Frisbee, Recreation Supervisor and I both attended the California Parks & Recreation Society conference in Ontario CA the week of March 3, 2014. We received grant funding in the amount of \$1,000 for Lesley to attend.

The conference proved to be a great experience for both Lesley and I. I attended many quality educational sessions on a variety of topics. There were many networking opportunities outside of the sessions to learn new trends and what other agencies are doing.

I was recently elected to the CPRS Region 1 Board of Directors, overseeing Districts 1, 2, & 3 (Basically northern California north of San Francisco. There was an installation banquet during the conference and I was able to meet many of the other board members face to face. CPRS is not well represented this far north, which is one of the reasons I am interested in serving on the Board. I will be working with other agencies within Region 1 to secure more training opportunities closer to where we are located.

River Property:

I have attached a trails map of the river property. I had our GIS guy walk and mark ALL trails, both human and game trails. We think this will help us in the future if we want to improve trails.

Action Requested: None

AGENDA ITEM XIII- Adjournment (Approximately 7:30 pm)



Department of Parks & Recreation

Integrated Pest Management Plan

Table of Contents

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Section I: Introduction

Purpose:

McKinleyville Community Services District (MCSD) is committed to providing a safe and healthy playing environment for families and users of MCSD properties. To minimize potential risks in using pesticides in the park and open space environment, MCSD adopts an Integrated Pest Management Policy (IPM). The IPM is intended to keep unwanted vegetation and pests at acceptable levels in effective, environmentally safe, and economical ways. The health and safety of our staff and community members are our primary concern.

IPM is an effective and environmentally sensitive approach to pest management that relies on a combination of common-sense practices. IPM programs use current, comprehensive information on the life cycles of pests and their interaction with the environment. This information, in combination with available pest control methods, is used to manage pest damage by the most economical means, and with the least possible hazard to people, property, and the environment.

Definition:

- A. For the purposes of this IPM, a “pest” includes any insect, rodent, nematode, snail, weed, fungus or other form of plant or animal life that adversely interferes with the aesthetic, health, safety, environmental or economic goals of MCSD. A pest does not include viruses or microorganisms on or in a living person or animal, but shall include plant diseases.
- B. The term “pesticide” includes any chemical agent registered as a pesticide by the County’s Agriculture Department, which can be herbicides, insecticides, rodenticides, fungicides, or other chemicals that repel, change the regular growth rate of, kills, or otherwise reduce levels of a targeted pest or pests.

Pesticides are substances or a mixture of substances intended for preventing, destroying, repelling or mitigating any pest, including insects, plant pathogens, weeds, fungi, or other pests.

Integrated Pest Management Practices:

This IPM uses preventative and non-chemical methods of control first. These control methods are recorded, monitored, repeated when necessary, and evaluated to determine their degree of success. If the desired effect is not achieved, other alternative methods will be considered in each specific case. When alternative methods have been employed, evaluated and determined to be unsuccessful, as a last resort, chemical controls may be used.

MCSD will perform regular monitoring to determine if and when intervention is necessary and may employ physical, biological, and educational tactics as primary controls to prevent intolerable damage or annoyance from pests.

When pesticides are deemed necessary, MCSD will use the minimum effective amount of the least toxic pesticides, used in the manner with the least potential for human exposure. Applications will be timed to minimize exposure to humans and to minimize the pesticide's effect on the environment (including salmon streams, animal and bird populations, and beneficial organisms).

Pest control activities will be conducted only after consideration is given to potential human exposure both outdoors and within buildings, as well as its effects on parks and recreation activities.

MCSD will work toward a composting practice to help improve soil quality and promote beneficial soil micro-organisms that will help ward off plant diseases and unwanted vegetation.

When possible, and as resources permit, MCSD will implement pest control practices aimed at eliminating the causes of pest infestation, such as preventative practices, natural landscaping, soil improvements, and aeration.

Mission:

The mission of MCSD's IPM is to control pests that are harmful to parks, facility and landscape areas with a cost-effective, safe, and environmentally sensitive approach.

Section II: Current Operations

Overview:

MCSD's principal activities include water, sewer, parks, recreation, street lighting and open space maintenance services. In recent years, the District has dramatically expanded its recreational services by developing approximately 44 acres of community parks (Hiller Park Playground and Picnic Area, Hiller Park Loop Trails, Hiller Sports Complex, Pierson Park and Larissa Park. In addition, the District has constructed three state-of-the-art buildings to provide an indoor sports and recreation facility (McKinleyville Activity Center), a community activities center (Azalea Hall) and a library (a branch of the Humboldt County Library). In 1999, the Mad River Rotary Club completed the fund-raising and construction of a Law Enforcement Facility on District land adjacent to the Library and Azalea Hall. The facility was then donated to the District and is leased to the Humboldt County Sheriff's Department.

Mission Statement:

Provide McKinleyville with safe, adequate and reliable utility, lighting, open space, parks and recreation, and library services in an environmentally and fiscally responsible manner.

Parks and Facilities Maintained by MCSD:

Azalea Hall	Community Center
McKinleyville Activity Center	Gymnasium
McKinleyville Library	Library
Law Enforcement Facility	Sheriff Station
Hiller Park (West)	Trails, playgrounds, botanical garden, open space
Hiller Sports Complex	Sports fields
Larissa Park	Neighborhood Park
Pierson Park	Community Park
Washington Ave property	Open space
River property	Open space, trails
Mid Town Trail	Trail
School Road Trail	Trail
Central Avenue Open Space Zone	Open Space Maintenance Zone
Open Space Maintenance Zones	Various open space throughout McKinleyville
Hewitt Ranch	Open space

(Add operations facilities here)????

Current Pest Management Practices:

MCSD uses a variety of pest management practices. MCSD's staff regularly monitors the status of our parks and facilities by conducting monthly, quarterly and annual inspections.

Management of Turfgrass:

MCSD staff follows the below practices regarding the management of Turfgrass:

Turfgrass can be established and maintained to discourage weeds in the turf or to decrease weeds for weed invasion. Any condition that exposes the soil surface to additional light makes that area more susceptible to weed invasion.

Factors that contribute to poor turf quality and vigor include overwatering or underwatering, mowing too low or too high, low fertility, excessive wear, disease or insect damage, soil compaction, and excessive shading.

Fertilization:

Proper fertilization of turfgrass is an important component in producing vigorous, dense growth. Low fertility, especially low nitrogen, is one of the factors that allow weeds to invade turf. An example is how clovers tend to grow well in areas of low soil nitrogen because they can fix nitrogen in their roots.

Discuss use of Lime...

Mowing:

Proper mowing height and frequency of mowing is critical for preventing weed invasion. Cutting too short (less than 1 1/2") weakens the turf and encourages weed growth.

It is important to mow so that no more than 1/3 of the leaf blade is taken off at each cutting.

Thatch removal and aeration:

Thatch develops in turfgrass when dead leaves, rhizomes, stolons, and stems accumulate faster than they are decomposed. Removing thatch increases the turfgrass vigor, reduces scalping by the mower, and gives a more uniform appearance to the turfgrass.

Thatch can reduce the effectiveness of pre emergence herbicides by either (1) binding with the herbicides and making them ineffective or (2) increasing degradation of the herbicides as a result of the increase activity of microorganisms living in the thatch.

Thatch removal should be done before fertilizers and herbicides are added; otherwise the fertilizer/herbicide will be removed or its activity will be decreased. The same principle applies to aeration. Apply fertilizers and herbicides after aeration to get maximum control of the weeds.

Herbicides:

Herbicides are an effective tool where high quality turf is desired. However, they must be applied with care and accuracy and in the context of this IPM.

Before using any herbicide, carefully review the label for conditions of use including rates, methods of application, and precautions. Never use an herbicide in any manner contrary to its label and be sure that the herbicide will not injure the turfgrass species.

Any application of herbicides must be pre-approved by the Parks & Recreation Director and supervised by the **Maintenance Supervisor who possesses a Private Applicator License.**

Discuss notifications here: Public, Board of Directors

Management of pests/gophers:

Staff currently uses two methods for the management of gophers.

1. **Traps. (expand)**
2. **Deterrents (Rabbit urine, etc). (Expand)**
3. **Poison. (expand)**

Management of Open Space Maintenance Zones:

Each Open Space Maintenance Zone (OSMZ) has its own Engineer's Report and Maintenance Management Plan. Staff will provide routine maintenance of each zone based on the number of hours and maintenance as described in the Maintenance Management Plan.

All hours worked and maintenance completed will be logged and tracked.

Management of parks:

Management of facilities:

Facility monthly inspections.

Hi standard of cleanliness.

Annual cleaning

Management of playgrounds:

Monthly playground inspections. Quarterly inspections by a Certified Playground Safety Inspector.

TURF MANAGEMENT CALENDAR:

November – February:

- Mowing infrequently. Raise mower deck and keep grass length tall (3 1/2" – 6").
This method is intended to "choke out" weeds.
Mow so that no more than 1/3 of the leaf blade is taken off at each cutting.
- Aeration in September:
Ground must be soft. Irrigate for one hour prior if necessary.
- Apply fall fertilizer in September/October:

March - May:

- Ensure proper watering methods.

June - October:

- Aeration in June.
- Apply fertilizer (if necessary) by end of June
This method is intended to "choke out" weeds.

- Apply weed and feed ONLY if there is substantial weed abatement necessary. This method should only be used when fields can be posted and closed for a period of one (1) week.

Weed abatement:

Pre-emergent

Mulch

Manual weeding

Section III: Pest Management Practices

Chemical Weed Control

Chemical weed killers, when used properly, can be an effective component of an [Integrated Pest Management](#) program. [Weed](#) control with herbicides should be part of a larger lawn care program designed to encourage turf health and vigor, and keep weeds to a minimum.

Herbicides can act upon a weed in two different ways.

- **Pre-emergent herbicides** act upon weed seeds, seedlings or form a barrier in the soil to prevent weed seed germination or establishment. Pre-emergents are usually used in the spring to prevent crabgrass seeds from establishing when the soil temperatures begin to warm up. A properly timed application can provide control for several months. Products like Dimension ([ai](#)-dithiopyr) and Pre-M ([ai](#)-pendimethalin) work at suppressing all seeds in the soil, so any re-seeding projects are out of the question for a few weeks. Tupersan ([ai](#)-siduron) is notable as the only pre-emergent herbicide with the ability to suppress crabgrass and be used in conjunction with grass seed.
- **Post-emergent herbicides** work on actively growing weeds and can be further broken down into selective or non-selective categories.
- **Selective herbicides** can be applied to a lawn and target weeds while having little effect on grass. Products containing the active ingredient 2,4-D, dicamba, and MCPP are commonly used to control a wide variety of broadleaf weeds. Grassy weeds and grass-like weeds can be harder to selectively target with herbicides. Products containing the fenoxypyr ethyl, dithiopyr, or quinclorac can be used for post-emergent [crabgrass control](#). Some products may require repeated applications for effective control. Nutsedge is a particularly stubborn weed to eradicate in the lawn, the relatively new product Sedge Hammer ([ai](#)-halosulfuron), formerly known as Manage, is the only herbicide to successfully target both yellow and purple nutsedge.

The above needs a lot of work.

- **Non-selective herbicides** kill everything they come in contact with, including lawn. Extra care must always be taken when handling non-selective herbicides to prevent spillage or accidents.

The most popular non-selective herbicide is probably Round-Up (ai-glyphosate). Its new formulation Quick Pro adds the active ingredient diquat dibromide for fast acting results within 24 hours. Non-selective herbicides tend to be used very sparingly in a lawn unless applied meticulously to individual weeds or wiping out an entire lawn due to be renovated.

How Are Herbicides Applied?

Herbicides are commonly applied in granular and liquid form. Granular herbicides are easily applied with a common push-type spreader and can come blended with a fertilizer. The downside of granular applications is that they must be broadcast over a large area, applying chemical in places that may not need it. Pre-emergent crabgrass control and "weed and feed" products are common granular forms of herbicide. Liquid herbicides are diluted with water and sprayed onto the plant with a hand-held or backpack sprayer. Spot spraying broadleaf weeds, like [dandelions](#) or clover with a selective post-emergent herbicide is effective and saves the lawn from excessive chemicals

Organic Weed Control

Organic weed control is much more than killing weeds safely. It is first about growing healthy turf in fertile soil and minimizing weed pressure. Organic weed control is further achieved by using an [Integrated Pest Management \(IPM\)](#) program to establish weed thresholds, prevent weeds, and eradicate as a last resort.

There is no quick fix, magic spray weed killer in [organic lawn care](#). Organic weed control is more about the holistic organic management of the lawn and soil, which results in fewer weeds. The theory (and practice) being that a healthy lawn and soil will promote turf growth which will out-compete weeds.

The first step of organic weed control is to [test the soil](#) to learn it's needs. Naturally amending and fertilizing the soil according to the soil test begins any organic weed control program.

Correct [cultural practices](#) must be performed to reduce the opportunity for weeds to thrive. Weeds thrive on weak, stressed turf and compacted, unhealthy soil. Eliminate those conditions and grass will win over weeds.

- [Mow at the highest level possible](#) to encourage a dense lush, lawn capable crowding out of weeds.
- Reduce [compaction](#) by aerating.
- Improve water and nutrient uptake by [de-thatching](#),
- [Topdress](#) with [compost](#).
- [Re-seed bare patches](#) in the fall to avoid them from being taken over by weeds in the spring.
- Avoid [scalping](#) the lawn when mowing. Damaged crowns recover very slow and give weeds an opportunity to establish.
- [Water](#) deeply and infrequently, maintain adequate soil moisture but do not over-water.

If the need for eradicating weeds is still present, a multitude of organic methods are available.

- [Corn gluten meal](#) is an organic [pre-emergent herbicide](#) with fertilizer. Like it's chemical counterpart, it suppresses seed germination and provides a quick green up.

- **Acetic acid** in [vinegar](#) has plant killing properties and can be used as a non-selective weed killer. Household vinegar does not get above 5% acetic acid and weeds would need repeated applications. Stronger concentrations are available as weed killers. Remember, non-selective means it kills all plants, so handle with care.
- **Herbicidal [soaps](#)** are natural products for controlling mosses and algae and there are numerous weed killing formulations using **natural oils, concentrates and other organic substances**. They are all non-selective herbicides and as of yet, there are no organic broadleaf (selective) herbicides available.
- **Mechanically** remove weeds with manufactured weed puller tools, long screwdrivers, hand trowels, or bare hands.
- **Weed flamers** are gaining popularity as an organic weed control. They are basically modified propane torches used to burn problem weeds.

Section IV: Selecting a Pest Control Method

Section V: Pesticide application procedures

Approved by a Licensed Pesticide Applicator

Section VI: Management guidelines

- Main Trail
- ... Game Trail
- ... Game Trail
- River Property



River Property Trail Distances

Main Trail	1,681.86ft
Game Trails	12,250.82ft
Total	13,932.68ft

