Related Policy Documents

**MPRB Code of Ordinances - Chapter 2, Section 2**

**Molesting vegetation:** No person or employee of the board shall pick or cut any wild or cultivated flower, or cut, break or in any way injure or deface any tree, shrub or plant within the limits of any park or parkway; nor carry within or out of any park or parkway any wild flower, tree, shrub, plant or any newly plucked branch or portion thereof, or any soil or material of any kind. (Code 1960, As Amend., § 1010.030)

**MPRB Board Action**

Approved December 18, 2002

**RESOLUTION IN SUPPORT OF COMMUNITY GARDENS**

The Minneapolis Park and Recreation Board would like to be supportive of community garden efforts in Minneapolis. Such support is consistent with our mission of providing recreation opportunities for all citizens in our city, promotes the use of underutilized land as green space, and provides a place in which neighbors can congregate.

We, therefore, initially authorize staff to develop a community garden program on property acquired from available sources such as the State of Minnesota, Hennepin County and/or the City of Minneapolis. Acquisition of each such property will be approved by the Board. It is assumed that there will be no new net cost to the MPRB.

Community garden requests by citizen groups must be approved by the recognized neighborhood association, adjacent property owners, and the district park commissioner. Requests should be made through the assistant superintendent for planning. Appropriate use of such property as a maintained community garden will be identified through a use agreement with the MPRB.

Insurance to support community garden activities on such property will be provided by a supportive non-profit organization and will name the park board as an additional insured.

**MPRB Healthy Food Policy**

Approved June 5, 2013

The Minneapolis Park and Recreation Board (MPRB) will provide residents and park users, especially youth, with increased access to healthy foods. The MPRB will actively work to provide a healthy food environment for youth, residents and park users experiencing programs or services within facilities owned and operated by the MPRB. Residents and park users will have access to affordable, nutritious, and appealing foods that accommodate various dietary needs and food cultures.

The MPRB has designated three food environments, Healthiest, Healthier and Healthy, to allow flexibility in implementing increased access to healthy foods within recommended nutritional guidelines. All employees responsible for ordering and serving food are required to follow the food environment guidelines when procuring food with MPRB funds.

The criteria standards for these food environments are:

**Healthiest Criteria**

All foods procured with MPRB funds will meet or exceed the recommendations from the USDA Dietary Guidelines and will strive to meet portion sizes as stated on all pre-packaged foods.

**Healthier Criteria**

Fifty (50) percent of all foods procured with MPRB funds will meet or exceed the USDA Dietary Guidelines and will strive to meet portion sizes as stated on all pre-packaged foods.

**Healthy Criteria**

Fifteen to twenty-five (15-25) percent of all foods procured with MPRB funds will meet or exceed the USDA Dietary Guidelines and will strive to meet portion sizes as stated on all pre-packaged foods.

Programs or events serving youth exclusively ages 0-17 years are required to provide a food environment following the Healthiest Criteria.

**DEFINITIONS**

1. **Food Environment:** Refers to the three different nutritional criteria standards that are applied to various programs or services provided by the Minneapolis Park and Recreation Board.
2. **Youth Programming:** MPRB provided programming and activities targeted to youth 17 years and younger. Examples include: Youthline, teen nights, Night Owlz, Recreation Plus, and preschool classes.
3. **Adult Programs or Community Meetings:** MPRB provided programs where participants are 18 years of age and older and MPRB hosted community meetings for adults.
4. **Community Events:** Any MPRB sponsored meeting, event or gathering where MPRB is procuring and selling food.
5. **Snack bars:** Food for sale at MPRB owned and operated golf courses and pools.
6. **Beverage Vending:** Refers to the current contract with beverage vendor.
7. **3rd Party Vendors and Concessionaires:** Business granted permission to sell food on MPRB property or at events.
8. **Other:** Refers to any food purchased with MPRB funds not covered above.

**PROCEDURES**

A. **Application**

1. This procedure is to be followed by all full and part-time employees and volunteers throughout the MPRB.

B. **Employee Responsibilities**

1. All staff responsible for ordering and serving food are required to follow the food environment guidelines when procuring food with MPRB funds.
2. Superintendent: Shall execute administrative procedures that ensure the implementation of and compliance with the Healthy Food Policy. These procedures shall include adoption of current guidelines and the designation of management level and site-based staff responsible for policy implementation.
3. Deputy Superintendent, Assistant Superintendents and Directors: Guide and direct policy implementation and compliance.
4. Managers and Supervisors: Establish food environments for their program and service delivery areas if not identified in these procedures under section D following the approved Healthy Food Policy and Procedures.

C. **Food Environments/Guidelines**

1. The MPRB has designated three food environments to allow flexibility in implementing increased access to healthy foods within recommended nutritional guidelines.
2. All employees responsible for ordering and serving food are required to follow the food environment guidelines when procuring food with MPRB funds.
3. Employees are to identify, under the direction of their supervisor, which food environment their program/service delivery area falls under.
4. The three environments are as follows:
   a. **Healthiest Criteria**
      All foods procured with MPRB funds will meet or exceed the following recommendations from the 2010 USDA Dietary Guidelines (http://www.cnpp.usda.gov/Publications/DietaryGuidelines/2010/PolicyDoc/ExecSumm.pdf) and will strive to meet portion sizes as stated on all pre-packaged foods.
   b. **Healthier Criteria**
      (Food selection and meal planning ideas can be found at http://PBIntra on the Recreation page.)
      i. Sodium
      ii. Saturated fatty acids
      iii. Trans fatty acid consumption
      iv. Solid fats and added sugars
      v. Foods that contain refined grains, especially refined grain foods that contain solid fats, added sugars and sodium
   c. **Healthy Criteria**
      (Food selection and meal planning ideas can be found at http://PBIntra on the Recreation page.)
      i. Servings of fresh vegetables and fruits
      ii. Variety of fresh vegetables, especially dark greens and red and orange vegetables and beans and peas
      iii. Whole-grain intake by replacing refined grains with whole-grains
      iv. Servings of fat-free or low-fat milk and milk products such as milk yogurt, cheese or fortified soy beverages
      v. Variety of protein foods including seafood, lean meat and poultry, eggs, beans and peas, soy products, and unsalted nuts
      vi. Potassium, dietary fiber, calcium, and vitamin D
b. Healthier Criteria
50% of all foods procured with MPRB funds will meet or exceed the USDA Dietary Guidelines http://www.cnpp.usda.gov/Publications/DietaryGuidelines/2010/PolicyDoc/ExecSumm.pdf and will strive to meet portion sizes as stated on all pre-packaged foods.

E. Procurement
1. The MPRB adheres to all applicable State of Minnesota Statutes related to pre-packaged foods.
2. The MPRB staff that purchase healthy food from an on-line vendor will have pre-set shopping lists available for their planning needs. When available and if provided with the necessary invoicing/receipting, staff are encouraged to use local farmers markets or local food vendors for procurement. Resources for substitutions, with the necessary invoicing/receipting, staff are encouraged to use local farmers markets or local food vendors for procurement.
3. MPRB staff will produce and maintain the necessary records of all pest management activities as required by the Minnesota Department of Agriculture. Yearly paper records will be kept by the District or Golf Course office. Electronic records of all applications began in 2008.

D. Food Environment by Program/Service Delivery

<table>
<thead>
<tr>
<th>Service Delivery/Program Area</th>
<th>Healthiest</th>
<th>Healthier</th>
<th>Healthy</th>
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<tr>
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<td>Community Events</td>
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<tr>
<td>Recreation Center Concessions</td>
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<tr>
<td>Snack Vending</td>
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<tr>
<td>Adult Programs</td>
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<td>Community Meetings</td>
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<tr>
<td>Co-Sponsored Events/Partnerships</td>
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<tr>
<td>Snack Bars – Golf Courses</td>
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<tr>
<td>Snack Bar – Pool</td>
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<tr>
<td>All other areas</td>
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<tr>
<td>3rd Party Concessionaires</td>
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</tbody>
</table>

F. Miscellaneous
1. Annual monitoring of the USDA guidelines with appropriate recommended updates to the Healthy Food Policy will be done by the Director of Recreation Centers and Programs. Approved changes to the nutritional requirements will be incorporated into new and refresher training sessions. Program and participation evaluations will be used to gather public feedback.
2. Managers and supervisors are responsible for on-going monitoring of policy adherence.
3. If a food environment has not been established prior to an event/program, procuring staff should follow the Healthier Criteria for their food environment.
4. All contracts where food is served and MPRB funds are used will include Healthy Food Policy compliance requirements.

G. Evaluation
1. The MPRB Recreation Division, in conjunction with the Minneapolis Department of Health and Family Support, will assess the healthy food policy success, nutritional trends and other related issues for three years from the date the policy is adopted.

MPRB Integrated Pest Management (IPM) Policy
Revised July 24, 2008

Integrated Pest Management (IPM) is a pest management strategy that focuses on long-term prevention or suppression of pest problems with minimum impact on human health, the environment and non-target organisms. In most cases, IPM is directed at controlling pests that have an economic impact on commercial crops; however, in the instance of mosquito control, IPM is used to control nuisance and potentially dangerous mosquito populations. The guiding principles, management techniques and desired outcomes are similar in all cases.

A number of concepts are vital to the development of a specific IPM policy goal:
1. Integrated pest management is not a predetermined set of practices, but a gradual stepwise process for improving pest management.
2. Integrated pest management programs use a combination of approaches, incorporating the judicious application of ecological principles, management techniques, cultural and biological controls, and chemical methods to keep pests below levels where they cause economic damage. (Laws of MN, 1989)
3. Implementing an integrated pest management program requires a thorough understanding of pests, their life histories, their environmental requirements and natural enemies, as well as establishment of a regular, systematic program for surveying pests, their damage and/or other evidence of their presence. When treatments are necessary, the least toxic and most target-specific plant protectants are chosen.

The four basic principles of IPM used in designing a specific program are:
1. Know your key pests.
2. Plan ahead.
3. Scout regularly.
4. Implement management practices.

Selection of Management Strategies
Selection of Management Strategies pest management techniques include:
- Encouraging naturally occurring biological control.
- Adoption of cultural practices that include cultivating, pruning, fertilizing, maintenance and irrigation practices that reduce pest problems.
- Changing the habitat to make it incompatible with pest development.
- Using alternate plant species or varieties that resist pests.
- Limiting monoculture plantings where possible.
- Selecting plant protectants with a lower toxicity to humans or non-target organisms.

The criteria used for selecting management options include:
- Minimization of health risk to employees and users.
- Minimization of environmental impacts (e.g. water quality, non-target organisms).
- Risk reduction (losses to pests, or nuisance/threshold level).
- Ease with which the technique can be incorporated into existing management approaches.
- Cost-effectiveness of the management technique.

Posting of Plant Protectant Applications
The Minneapolis Park and Recreation Board complies with the city of Minneapolis ordinance regarding pesticide application posting. At MPRB Golf Courses, posting of applications occurs at the clubhouse check-in so that golfers can make the decision to proceed with their round of golf. Additional posting will be done on the course at the first area treated.

Recordkeeping
MPRB staff will produce and maintain the necessary records of all pest management activities as required by the Minnesota Department of Agriculture. Yearly paper records will be kept by the District or Golf Course office. Electronic records of all applications began in 2008.

Golf Course Integrated Pest Management
Goal: To develop and implement environmentally sound, integrated pest management for the Minneapolis Park and Recreation Board (MPRB) golf courses.

The Minneapolis Park and Recreation Board and staff members recognize the need to develop and use strategies that effectively manage turf pests on park golf courses and manage those pests in an environmentally sound manner. Each area will have a turf quality threshold level set for diseases, weeds, insects and other pests. The threshold level will be a percentage figure of turf loss for each defined area on an
individual basis. The percentage figure for each defined area is a minimum amount of turf loss that the Minneapolis Park and Recreation Board has agreed to tolerate before plant protectants (i.e., fungicides, herbicides, insecticides, and algaecides) are applied to these defined areas. Under no circumstances will plant protectants be applied to the golf courses 12 hours prior to or during Junior Golf Programs. These programs include Junior Golf Leagues, Junior Golf Camps, First Tee Programs and other Board approved golf programs geared towards participants 17 years of age and younger. Fast-sprouting turf diseases such as Pythium that develop prior to or during scheduled Junior Golf Programs and require immediate attention may necessitate the cancellation of the scheduled Junior Golf Program or moving the program to an alternative play area that will not be treated.

Greens
On all regulation putting greens, practice putting greens, practice target greens, and nursery greens, the Minneapolis Park and Recreation Board has set a threshold range of 0% to 2% percent for turf disease pressure. When it is determined that this threshold percentage has been reached or exceeded, a curative fungicide treatment will be applied. In the case of Pythium (a very rapidly evolving turf disease that is triggered by high temperature, high humidity, and high soil moisture), a preventative fungicide treatment will be applied on a 14-to-21 day schedule or until weather conditions change.

The Minneapolis Park and Recreation Board has set a threshold of 0% for broadleaf and grassy weeds. Since annual blue grass (Poa annua) is a high percentage of MPRB putting surfaces, we continue to maintain annual blue grass with the same cultural practices as our bentgrass. Weeds on putting surfaces are spot sprayed as necessary. The Minneapolis Park and Recreation Board has set a threshold range of 0% to 5% for turf insect pressure. When it is determined that this threshold percentage has been reached or exceeded, a preventative insecticide treatment will be applied. In the case of insects such as grubs that develop over a cycle of several years, treatment will be applied when the insect is most receptive to control.

Tees
On all regulation tee and practice tee areas, the Minneapolis Park and Recreation Board has set a threshold level of 25% for turf disease pressure. When it is determined that this percentage has been reached or exceeded, a curative fungicide treatment will be applied on a spot spray by location basis as needed. In the case of Pythium (a very rapidly evolving turf disease that is triggered by high temperature, high humidity, and high soil moisture), a preventative fungicide treatment will be applied on a 14-to-21 day schedule or until weather conditions change.

The Minneapolis Park and Recreation Board has set a threshold level of 25% for broadleaf and grassy weeds. Since it is determined that this threshold has been reached or exceeded, a post-emergent herbicide will be applied on a spot spray by location basis, as needed. In the case of insects such as grubs that develop over a cycle of several years, treatment will be applied when the insect is most receptive to control.

Fairways
On all regulation fairways and practice fairway areas, the Minneapolis Park and Recreation Board has set a threshold level of 30% for turf disease pressure. When it is determined that this percentage has been reached or exceeded, a curative fungicide treatment will be applied on a spot spray by location basis as needed. In the case of Pythium (a very rapidly evolving turf disease that is triggered by high temperature, high humidity, and high soil moisture), a preventative fungicide treatment will be applied on a 14 to 21 day schedule or until weather conditions change.

The Minneapolis Park and Recreation Board has set a threshold level of 30% for broadleaf and grassy weeds. When it is determined that this threshold percentage has been reached or exceeded, a curative fungicide treatment will be applied on a spot spray by location basis, as needed. In the case of insects such as grubs that develop over a cycle of several years, treatment will be applied when the insect is most receptive to control.

Roughs
The Minneapolis Park and Recreation Board have set a threshold level of 100% for turf disease pressure on all rough areas. No fungicide applications will be made in rough areas. The Minneapolis Park and Recreation Board has set a threshold level of 50% for broadleaf and grassy weeds. When it is determined that this percentage has been reached or exceeded, a post-emergent or pre-emergent herbicide will be applied on a spot spray by location basis, as needed. Noxious weeds will be controlled with either herbicide applications or biological control if available. Weeds listed on the State of Minnesota’s Noxious Weed List must be controlled as per state statute.

The Minneapolis Park and Recreation Board has set a threshold level of 100% for turf insects. No insecticides will be applied to rough areas.

Clubhouses and Surrounding Areas
On all turf areas around clubhouses, the Minneapolis Park and Recreation Board has set a threshold level of 30% for turf disease pressure. When it is determined that this level has been reached or exceeded, a curative fungicide treatment will be applied on a spot spray by location basis as needed. In the case of insects such as grubs that develop over a cycle of several years, treatment will be applied when the insect is most receptive to control.

Natural Areas/Wildlife Habitat, Out of Play/Perimeter Play
On all out of play/ perimeter areas, the Minneapolis Park and Recreation Board has set a threshold level of 100% for turf disease pressure, 100% for broadleaf and grassy weeds, and 100% for insect pressure. No chemical applications will be made in these areas. However, noxious weeds will be controlled with either herbicide applications or biological control if available. Weeds listed on the State of Minnesota’s Noxious Weed List must be controlled as per state statute.

Natural Lakes and Ponds, Artificial Ponds, and Creeks
On all natural/artificial lakes, ponds and creeks, the Minneapolis Park and Recreation Board has set a threshold level of 100% for aquatic weeds. No chemical applications will be made to these aquatic areas. The exception to this rule will be the case of exotic species whose control is required by state law. In these instances, control measures used will be determined and directed by the Environmental Operations Section.

Garden Integrated Pest Management
Goal: To develop and implement environmentally sound, integrated pest management for the Minneapolis Park and Recreation Board display gardens and neighborhood park and parkway gardens.

The Minneapolis Park and Recreation Board and staff members recognize the need to develop and use strategies that effectively manage pests in gardens and to manage those pests in an environmentally sound manner. Therefore, plant selection and design plays a major role in Integrated Pest Management by putting the right plant in the right place. Careful selection of plant species or cultivars that show resistance to pests will eliminate the need for plant protectant applications.

Within the Minneapolis Park system, both large display gardens and smaller landscape gardens can be enjoyed by the public. Climate bears a strong influence on the presence of pests. For example, during drought seasons, foliar diseases are rarely a problem, but insect populations may be severe. Staff gardeners monitor the gardens for pests and response to these pests is based on the time of the season, existing weather conditions and the presence or absence of natural predators.

Two specialty gardens:
Rose Garden: When large gardens feature a monoculture of plants, such as the Rose Garden, there will be larger populations of pests to control. Timing of biocontrols and low toxicity plant protectants are scheduled in order to prevent intense damage to the roses caused by insects and/or diseases. Currently the two major insects pests dealt with yearly are Japanese Beetle and Rose Midge. If these are not controlled, the insects will effectively
destroy the rose blooms. On a regular basis, research with University of Minnesota staff and/or Minnesota Department of Agriculture staff has attempted to release natural predators for these insect pests. Black Spot is the major disease that if not controlled can defoliate and severely weaken the plants. The use of biocontrol agents and lower toxicity insecticides and fungicides is based on weekly monitoring of the garden. The choice of plant protectants to be used will be based on the method of alternating products to avoid pest resistance. The Rose Garden is posted and roped off from public access during any plant protective applications.

Cowles Conservatory: This is one site where predatory insect controls can be applied, although they may not always be successful. Containing plants in a structure with little air flow can result in ideal conditions for the development of disease and insect pests. To minimize that, ceiling fans have been installed in all conservatory houses to keep the air moving. Predators, plant protectants with lower toxicity issues and newer biocontrols are the main choices of control in the conservatory and will be used on a spot spray basis. The arches may require occasional preventative control treatments for root rot. Any treatments required are scheduled on Mondays when the conservatory is closed to the public.

**Plant Selection for Environmental Design:**

Garden plants are selected and/or replaced in order to provide the most disease and insect resistant plantings, thereby reducing plant protective applications.

**Disease Control in Gardens**

During wet, humid seasons, diseases can be problematic. However, the incidence of disease issues will vary at the gardens depending on the air flow. Regular monitoring of the gardens is critical in order to locate and handle disease issues promptly. Pruning to increase air flow and adjusting mulch levels are the first control methods. Then, if necessary, biocontrols or low toxicity plant protectants will be applied only a spot spray basis. It is critical to keep updated about disease pests and be ready to respond with the current recommendations from the University of Minnesota and the Minnesota Department of Agriculture.

**Insect Control in Gardens**

Insect problems can vary from season to season. Gardeners will regularly monitor their gardens for insect pests. Release of predatory insects into an outdoor garden is rarely successful as they naturally disperse from the site. All attempts will be made to control insect pests using biocontrols and lower toxicity plant protectants. Global climate change is causing the introduction of more insect problems into our state that were previously found further south. It is critical that our staff keep updated about these insect pests and be ready to respond with the current recommendations from the University of Minnesota and the Minneapolis Park and Recreation Board.

**Weed Control in Gardens, Shrub Beds and Around Trees**

In all gardens, trees and shrub beds, the Minneapolis Park and Recreation Board has set a threshold of 100% control of weeds. Weed Control in gardens and shrub beds is primarily handled through mechanical or manual means. However, due to global climate change, increasing populations of tap-rooted and other perennial weeds are being transported into our gardens by birds and other means. Pulling or digging of these weeds is usually not successful. Spot spraying of these tap-rooted weeds with a low toxicity herbicide will help prevent flowering, seeding and further dispersal of these pest weeds. Currently the most critical tap-rooted invasive weeds are Canada Thistle and Mulberry. Appropriate mulching of gardens, trees and shrub beds will help decrease the number of pest weeds. If control of annual weeds in pathway or mulched areas is required, the proper pre or post emergent low toxicity herbicide will be applied on a spot spray basis. Posting of any plant protectant applications occurs at all garden or shrub bed sites prior to the application.

**Display Gardens Turf Areas**

The Minneapolis Park and Recreation Board has set a threshold of 20% for broadleaf and/or grassy weeds in turf areas adjoining display gardens. When it has been determined that this percentage has been reached or exceeded, the appropriate post emergent or pre-emergent herbicide may be applied, preferably on a spot spray basis. Selection of the appropriate herbicide of choice will be determined by trained staff after evaluating the site, the hazard rating of the product and the specific location. A threshold of 20% for insect and diseases will apply to these turf areas. When that threshold has been reached, spot spray applications with the appropriate plant protectant will be applied.

**General Parks and Parkways Integrated Pest Management**

**Goal:** To develop and implement environmentally sound, integrated pest management for the Minneapolis Park and Recreation Board's general park and parkway areas.

The Minneapolis Park and Recreation Board and staff members recognize the need to develop and use strategies that effectively manage pests in our general park areas and to manage those pests in an environmentally sound manner.

The Minneapolis Park and Recreation Board has set a threshold of 50% for broadleaf and/or grassy weeds in turf areas. When it has been determined that this percentage has been reached or exceeded, the appropriate post emergent or pre-emergent herbicide may be applied, preferably on a spot spray basis. Selection of the appropriate herbicide of choice will be determined by trained staff after evaluating the site, the hazard rating of the product and the specific location. Staff is required to use turf cultural practices other than herbicide applications if weeds and/or other vegetation must be controlled or removed from areas within 100 feet of walking pools or playgrounds. Insect and disease infestations are currently managed on a spot spray basis, as they are usually a rare occurrence.

Further, application of any plant protectant within parks must be timed to minimize contact with park users. Posting of the park site (according to City of Minneapolis posting regulations) to be treated must occur just prior to application and if this park includes a recreation center or building, posting of a sign must occur at the entrance doors.

**Natural Lakes and Ponds, Artificial Ponds, and Creeks**

On all natural/artificial lakes, ponds and creeks, the Minneapolis Park and Recreation Board has set a threshold of 100% for aquatic weeds. No chemical applications will be made to these aquatic areas. The exception to this rule will be the case of exotic species whose control is required by state law. In these instances, control measures used will be determined and directed by the Environmental Operations Section.

**Victory Memorial Parkway**

This parkway was designed as a memorial drive for the Hennepin County soldiers who lost their lives in service to this country during World War I. Victory Memorial Parkway is maintained at a different threshold for pest control than other parkways. The Minneapolis Park and Recreation Board has set a threshold of 20% for broadleaf and/or grassy weeds. When it has been determined that this percentage has been reached or exceeded, the appropriate post emergent or pre-emergent herbicide may be applied, preferably on a spot spray basis. Selection of the appropriate herbicide of choice will be determined by trained staff after evaluating the site, the hazard rating of the product and the specific location. Posting of the parkway will occur just prior to the application and neighbors will be notified by postcard a week prior to the scheduled treatment.

**Neighborhood Parks Athletic Field Integrated Pest Management Policy**

**Goal:** To develop and implement environmentally sound, integrated pest management for the Minneapolis Park and Recreation Board athletic fields.

The Minneapolis Park and Recreation Board and staff members recognize the need to develop and use strategies that effectively manage turf pests on park athletic fields and to manage those pests in an environmentally sound manner. The parkway was designed as a memorial drive for the Hennepin County soldiers who lost their lives in service to this country during World War I. Victory Memorial Parkway is maintained at a different threshold for pest control than other parkways. The Minneapolis Park and Recreation Board has set a threshold of 20% for broadleaf and/or grassy weeds. When it has been determined that this percentage has been reached or exceeded, the appropriate post emergent or pre-emergent herbicide may be applied, preferably on a spot spray basis. Selection of the appropriate herbicide of choice will be determined by trained staff after evaluating the site, the hazard rating of the product and the specific location. Posting of the parkway will occur just prior to the application and neighbors will be notified by postcard a week prior to the scheduled treatment.

**Specialty Sports Turf Complexes**

[i.e. Fort Snelling, The Parade, Northeast Athletic, Excel (NSP) Energy Fields, Bob Casey Field at Stewart Park, Bryn Mawr, Bossen, and Pearl Park]

At the Specialty Sports Turf Complexes, the Minneapolis Park and Recreation Board has set a threshold range of 20% for turf insects, weeds or diseases. Once this threshold has been reached, appropriate spot or field wide applications of plant protectants will be made as determined by the manager.
Racial Equity Toolkit

to Assess Policies, Initiatives, Programs, and Budget Issues

The vision of the Seattle Race and Social Justice Initiative is to eliminate racial inequity in the community. To do this requires ending individual racism, institutional racism and structural racism. The Racial Equity Toolkit lays out a process and a set of questions to guide the development, implementation and evaluation of policies, initiatives, programs, and budget issues to address the impacts on racial equity.

When Do I Use This Toolkit?

Early. Apply the toolkit early for alignment with departmental racial equity goals and desired outcomes.

How Do I Use This Toolkit?

With Inclusion. The analysis should be completed by people with different racial perspectives.

Step by step. The Racial Equity Analysis is made up of six steps from beginning to completion:

**Step 1. Set Outcomes.**
Leadership communicates key community outcomes for racial equity to guide analysis.

**Step 2. Involve Stakeholders + Analyze Data.**
Gather information from community and staff on how the issue benefits or burdens the community in terms of racial equity. What does data tell you about potential impacts?

**Step 3. Determine Benefit and/or Burden.**
Analyze issue for impacts and alignment with racial equity outcomes.

**Step 4. Advance Opportunity or Minimize Harm.**
Develop strategies to create greater racial equity or minimize unintended consequences.

**Step 5. Evaluate. Raise Racial Awareness. Be Accountable.**
Track impacts on communities of color overtime. Continue to communicate with and involve stakeholders. Document unresolved issues.

**Step 6. Report Back.**
Share information learned from analysis and unresolved issue with Department Leadership and Change Team.

Future Pest Control Issues

The Minneapolis Park and Recreation Board recognizes that with changes in climate, the environment will be subject to many changes, including the arrival of additional pests within our park system. Following IPM principles, the MPRB trained staff will determine the best management of new pests. The Minneapolis Park and Recreation Board will provide the necessary update training to staff to keep them informed of ongoing pest issues and best IPM practices. Tolerance levels for each pest will be dealt with on a case by case basis. MPRB will work with the appropriate local, state or national agencies to determine the best control approach for these new pests.

Racial Equity Impact Assessment

Sample racial equity toolkit

*Source: Race and Social Justice Initiative, Seattle, WA*
Racial Equity Toolkit Assessment Worksheet

Title of policy, initiative, program, budget issue: _____________________________

Description: ______________________________________________________________________

Department: __________________________ Contact: ________________________________

☐ Policy  ☐ Initiative  ☐ Program  ☐ Budget Issue

Step 1. Set Outcomes.

1a. What does your department define as the most important racially equitable community outcomes related to the issue? (Response should be completed by department leadership in consultation with RSJI Executive Sponsor, Change Team Leads and Change Team. Resources on p.4)

1b. Which racial equity opportunity area(s) will the issue primarily impact?

☐ Education  ☐ Community Development  ☐ Criminal Justice
☐ Health  ☐ Jobs  ☐ Housing
☐ Environment

1c. Are there impacts on:

☐ Contracting Equity  ☐ Immigrant and Refugee Access to Services
☐ Workforce Equity  ☐ Inclusive Outreach and Public Engagement

Please describe:

Step 2. Involve stakeholders. Analyze data.

2a. Are there impacts on geographic areas? ☐ Yes  ☐ No

Check all neighborhoods that apply (see map on p.5):

☐ All Seattle neighborhoods  ☐ Lake Union  ☐ East District
☐ Ballard  ☐ Southwest  ☐ King County (outside Seattle)
☐ North  ☐ Northeast  ☐ Outside King County
☐ NE  ☐ Delridge  Please describe:
☐ Central  ☐ Greater Duwamish

2b. What are the racial demographics of those living in the area or impacted by the issue? (See Stakeholder and Data Resources p. 5 and 6)

2c. How have you involved community members and stakeholders? (See p.5 for questions to ask community/staff at this point in the process to ensure their concerns and expertise are part of analysis.)
Sample racial equity toolkit
Source: Race and Social Justice Initiative, Seattle, WA

2d. What does data and your conversations with stakeholders tell you about existing racial inequities that influence people’s lives and should be taken into consideration? (See Data Resources on p.6. King County Opportunity Maps are a good resource for information based on geography, race, and income.)

2e. What are the root causes or factors creating these racial inequities?
Examples: Bias in process; Lack of access or barriers; Lack of racially inclusive engagement

Step 3. Determine Benefit and/or Burden.
Given what you have learned from data and from stakeholder involvement…

3. How will the policy, initiative, program, or budget issue increase or decrease racial equity? What are potential unintended consequences? What benefits may result? Are the impacts aligned with your department’s community outcomes that were defined in Step 1?

Step 4. Advance Opportunity or Minimize Harm.
4. How will you address the impacts (including unintended consequences) on racial equity? What strategies address immediate impacts? What strategies address root causes of inequity listed in Q.6? How will you partner with stakeholders for long-term positive change? If impacts are not aligned with desired community outcomes, how will you re-align your work?

Program Strategies?
Policy Strategies?
Partnership Strategies?

5a. How will you evaluate and be accountable? How will you evaluate and report impacts on racial equity over time? What is your goal and timeline for eliminating racial inequity? How will you retain stakeholder participation and ensure internal and public accountability? How will you raise awareness about racial inequity related to this issue?

5b. What is unresolved? What resources/partnerships do you still need to make changes?

Share analysis and report responses from Q.5a. and Q.5b. with Department Leadership and Change Team Leads and members involved in Step 1.