

Minto Island Conservation Area Special Event Fees Guidelines



Minto Island Conservation Area (MICA) special event fees are intended to recover costs associated with event impacts and complying with Conservation Easement requirements. All revenue generated from event fees is deposited into the MICA Stewardship Account and utilized for monitoring, maintenance, and preservation of habitat within MICA. There are two types of event fees for use of the paved trail in MICA. Each is described below.

ACTIVITY IMPACT FEES

Impact level is determined by City Natural Resources Planning staff. Impact fees are assessed for each event day. Days planned for set up and clean up will be reviewed for potential impacts individually to determine level of impact for activities occurring on those days. To lower impact fees, consider planning the event to avoid bird nesting season and early morning hours, providing additional trail monitors within MICA, and/or minimizing passes through and time spent in MICA during set up, cleanup, and the main event.

Description	Fee Amount	Notes/Criteria
No Impact	No Fee	<ul style="list-style-type: none"> » No natural resources monitoring needed. » First entry occurs no earlier than 1 hour after sunrise, and all event activities, including cleanup, end at least 1 hour before sunset. » Resource damage unlikely. » Impacts to wildlife unlikely.
Low Impact	\$100/day	<ul style="list-style-type: none"> » May require minimal natural resources staff support before or after the event. » First entry occurs no earlier than 1 hour after sunrise, and all event activities, including cleanup, end at least 1 hour before sunset. » Minimal resource damage risk. » Low wildlife impact risk.
Medium Impact	\$475/day	<ul style="list-style-type: none"> » May require biological monitoring or natural resources staff support during the event. » First entry occurs within 1 hour of sunrise or activities continue until closer to (but before) sunset. » Some resource damage risk likely. » Moderate wildlife impact risk. » Vehicular use (including ATV/UTV) of the MICA Paved Trail is planned before, during, or after the event (a single pass in each direction).
High Impact	\$850/day	<ul style="list-style-type: none"> » Requires staff or consultants to be scheduled during the day of the event or the days leading up to the event. » 1st entry occurs at or prior to sunrise and/or event activities continue past sunset. » High resource damage risk. » High wildlife impact risk. » Partial or full closure of MICA path needed. » Requires special consultation with resource agencies. » Vehicular use of the MICA Paved Trail is planned before, during, and/or after the event (multiple passes in each direction).

STEWARDSHIP FEES

Stewardship fees are based on the size of the event and only apply to events with participant caps exceeding 400. Note: Only participants that will be entering MICA should be counted toward the MICA Stewardship Fee Participant Count. If multiple event routes/courses are planned and not all enter MICA, please specify the maximum number of participants that will be using the MICA Paved Trail as part of their route.

Description	Fee Amount	Notes/Criteria
Large event not exceeding 1,000 participants	\$400/event	For permitted special uses with over 400 participants but not exceeding 1,000 participants.
Large event exceeding 1,000 participants	\$1,000/event	For permitted special uses with over 1,000 participants but not exceeding 3,000 participants.

FEE WAIVERS

MICA fees may be waived for the following activities provided that the impact level is determined to be no impact or low impact by City Natural Resources Planning staff:

- City of Salem sponsored and/or organized events
- Community education or tour
- Scientific research or fieldwork
- Neighbor or agency temporary access
- Volunteer stewardship events approved by and coordinated with City Natural Resources Planning staff

