

**Roseville Parks and Recreation
Commission Meeting
December 6, 2016
6:30 P.M.
Roseville City Hall
2660 Civic Center Drive**

AGENDA

- 1. Introductions**
- 2. Public Comment Invited**
- 3. Approval of Minutes of November 1, 2016**
- 4. Program Review –Roseville Skating Center**
- 5. Cedarholm Golf Course Clubhouse Replacement Report**
- 6. 2017 Draft Meeting Calendar**
- 7. Staff Report**
- 8. Other**
- 9. Adjournment**

**Roseville Parks and Recreation
“Building Community through People, Parks and Programs”
www.cityofroseville.com**

Be a part of the picture... get involved with your City... Volunteer.
For more information, contact Kelly at kelly.obrien@cityofroseville.com or 651-792-7028.
or check our website at www.cityofroseville.com
Volunteering, a Great Way to Get Involved!

To: Parks and Recreation Commission
From: Lonnie Brokke
Date: November 29, 2016
Re: Notes for Commission Meeting on December 6, 2016

1. **Introductions**

2. **Public Comment Invited**

3. **Approval of Minutes of the November 1, 2016 Meeting**

Enclosed is a copy of the minutes of November 1, 2016. Please be prepared to approve/amend.

Requested Commission Action: Approve/amend meeting minutes of November 1, 2016.

4. **Program Review – Roseville Skating Center**

As possible, throughout the year and seasons, we are planning to have various staff members attend your meeting to discuss what is going on in their particular area and gather your thoughts and feedback.

This month, Kevin Elm, Roseville Skating Center Superintendent will be at the meeting to provide an overview of general facility and program operations at the Skating Center.

Included in your packet is the December Public Skating and non-contract use times.

5. **Cedarholm Golf Course Clubhouse Replacement Process**

At your November meeting you reviewed and provide input on a draft scope of work to engage design services for replacing the clubhouse and consideration of the entire site.

Staff has since compiled the information and it is included in your packet. As discussed, since the City had relatively recently went through a rigorous Best Value consultant selection process for the Renewal Program we have reached out for a proposal from them and expect it back soon.

This topic will be a regular agenda item each month in order to keep the full Commission updated, allow for continued community input and to gather your advice. Commission Stoner and Gelbach will be involved in the review of the proposal as they can.

Requested Commission Action: Review, update, provide feedback.

6. **2017 Draft Meeting Calendar**

Enclosed is a 2017 draft meeting calendar for your review and discussion.

Please note the following two diversions from your typical 1st Tuesday of the month:

- 1) Due to Night to Unite on Tuesday August 1, your August meeting has been identified on the calendar as Thursday, August 3.
- 2) Due to the Election on November 7, your November meeting has been identified on the calendar as Thursday, November 2.

Please double check your calendars and be prepared to confirm dates.

Requested Commission Action: Confirm 2017 annual meeting calendar

7. **Staff Report** – A brief summary of any current topics will be provided.

8. **Other**

9. **Adjournment**

ROSEVILLE PARKS AND RECREATION COMMISSION
DRAFT MEETING MINUTES FOR
November 1, 2016
6:30pm

PRESENT: Becker-Finn, Bole, Diedrick, Gelbach, Newby, O'Brien, Stoner, Warzecha
ABSENT: Heikkila notified staff they were not able to attend meeting
STAFF: Brokke, Anfang, Lake Johnson

1. INTRODUCTIONS

2. ROLL CALL/PUBLIC COMMENT

No public in attendance comment.

3. APPROVAL OF MINUTES – September 6, 2016 MEETING

September 6th minutes approved unanimously.

4. PARK DEDICATION: 1935 COUNTY ROAD B2 WEST

Brokke briefed the Commission on property location and park dedication options. In this instance, the land dedication would total .072 acres and the total cash in lieu of land allotment would be approximately \$60,000 (7% of the FMV).

Commissioners asked for additional clarifications as to location and connection to Master Plan. Brokke explained this area is not identified in the Master Plan as needing additional park space and the developer suggested the cash option because of the small nature of the land dedication. Brokke also mentioned how the cash dedication goes into a separate park dedication fund and can be used for future land purchases or development within the park system.

Commission Recommendation:

Commissioner O'Brien moved to recommend to the City Council that cash in lieu of land be accepted for park dedication at 1935 County Road B2 West. Second by Commissioner Diedrick. Passed Unanimously.

5. PARK DEDICATION ANNUAL RATE REVIEW

Brokke explained how park dedication considerations are triggered whenever a developer is subdividing, replatting or building new. The Commission annually reviews park dedication rates and makes recommendation to the Council (Council annually sets fees, by resolution, for the upcoming year prior to finalizing the budget).

- Residential park dedication fees were last increased in 2011 and Commercial park dedication fees were increased from 5% fmV to 7% fmV in 2012.
- Staff prepared comparative data detailing park dedication fees for surrounding and like communities for Commission information and review.

Commission discussion followed:

- Commissioners inquired into why we needed to compare to others & what might drive consideration to change the park dedication rates.
 - Brokke responded that the comparison provides a good perspective on the industry and how Roseville aligns with others. Brokke also spoke on how community needs drive the park dedication rates.
- Commissioners discussed how aligning with like communities provides for opportunities as potential locations for future development.
- Commissioner Stoner suggested recommending the residential rate be increased to \$4500/unit and the commercial rate increase to 10% fmV for discussion purposes. Stoner's reasoning for making this recommendation was that Roseville residents consistently value the excellent park system and we favorably compare to neighboring communities with higher park dedication fees.
 - Stoner also added that his recommendation correlates to Roseville's position to relation to the average of the comparative data provided.

- Newby inquired into whether the residential and corporate rates need to move at the same time.
- A lively discussion by the Commission addressed what was the most appropriate level for an increase and made a point to voice their interest in not letting “fairness” outweigh “capital needs”. Plus, they did not want the rates to become a deterrent for future development.

Commission Recommendation:

Commissioner Newby moved to recommend to the City Council an increase in Residential Park Dedication fees from \$3500 per unit to \$4000 per unit and an increase in Commercial Park Dedication fees from 7% fmv to 10% fmv. Second by Commissioner Stoner. Passed Unanimously.

6. CEDARHOLM GOLF COURSE CLUBHOUSE REPLACEMENT PROCESS

Anfang updated the Commission on the Cedarholm Clubhouse Replacement Process.

- Council accepted the Advisory Team final report on September 26 and authorized staff to move ahead with the next step of developing an approach and engaging a consultant to prepare schematic and concept designs and budget estimates.
 - Staff intends to bring a consultant recommendation to the Council early next year.

Commissioner Gelbach spoke to the possibility of working with a consultant team who was involved in the Master Plan process to capitalize on potential efficiencies.

- Brokke followed up with the Commissioners to take in their thoughts on tapping into the Renewal Program consultants.
 - Commissioner comments included: “good use of time”, “they know Roseville”, “proven provider”.

7. STAFF REPORT

- Staff Intro and Program Update:
 - Lake Johnson introduced herself to the Commission and spoke about her professional background leading to her taking the Recreation Supervisor position in July of this year. Lake explained her main responsibilities are adult sports and provided program participation numbers for summer & fall 2016. Lake also spoke about her other significant programming responsibilities, fall youth soccer (Jamie Becker-Finn, commented on her husband’s positive experience as a fall soccer coach) and the planning for future youth outreach programming in Southeast Roseville.
 - In the coming months, other members of the Parks & Recreation staff will meet with the Commission to talk about their backgrounds, their job responsibilities & upcoming initiatives & efforts for their division.
- 1716 Marion Street:
 - The City has closed on the property and staff will begin the planning process after the 1st of the year.
- Tamarack Park Playground Replacement
 - The planning process for the Tamarack Playground will happen in combination with the planning for the Marion Street property.
- Deer Hunt:
 - The City Council recently authorized the use of Department of Agriculture sharp shooters to begin the management of the deer population. This Department of Ag group will bait the animals and utilize a night shoot and thermal imaging to harvest the deer. The goal is to reduce the herd by 20 deer. Staff will develop a communications plan to inform the community. In the end the goal is to carry out the process in the most responsible, efficient way possible. The purpose is to not eliminate the deer population but to control the population.
- Other:

- 2017 will once again be a busy year for planning, there will also be a planning process for the recently acquired property on Cleveland and County Road B.

Meeting adjourned at 8:15 pm

Respectfully Submitted,
Jill Anfang, Assistant Director

DRAFT

DECEMBER 2016

ROSEVILLE SKATING CENTER - Indoor Arena

Schedule is subject to change WITHOUT NOTICE

For schedule updates call 651.792.7191 or visit www.cityofroseville.com/skatingcenter

Updated 11/7/15

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
ADMISSION PRICES Public Skating /Open Hockey \$ 6.00 Skate Rentals \$ 4.00 Senior Public Skate Session \$ 4.00 Sharpening \$ 5.00 Skatercise Admission \$ 8.00 Open Figure Skating \$ 6.00 10-Session Punch Card \$53.00 *Open Hockey is for players 18 years old+ *Helmets required for Open Hockey*				1 Adult Open Hockey 8:30am - 9:45am Public Skating 10:00am - 11:30am ISI Testing 11:30am - 2:45pm	2 Adult Open Hockey 8:30am - 9:45am Public Skating 10:00am - 11:30am Adult Open Hockey 11:30am - 12:45pm Skatercise 1:15pm - 2:30pm	3 No Public Sessions
4 Public Skating 12:30pm - 2:00pm	5 Public Skating 10:00am - 11:30am Adult Open Hockey 11:30am - 12:45pm 70+ Open Hockey 1:00pm - 2:30pm	6 Adult Open Hockey 8:30am - 9:45am Public Skating 10:00am - 11:30am 50+ Open Hockey 11:30am - 12:45pm Ladies Open Hockey 1:00pm - 2:30pm	7 RFSC Testing 9am-12pm Adult Open Hockey 12:15pm-1:30 Senior Skating 1:45pm - 3:00pm	8 Adult Open Hockey 8:30am - 9:45am RFSC Testing 10:15am - 1:15pm 60+ Open Hockey 1:30pm - 2:45pm	9 Adult Open Hockey 8:30am - 9:45am Public Skating 10:00am - 11:30am Adult Open Hockey 11:30am - 12:45pm Skatercise 1:15pm - 2:30pm	10 No Public Sessions
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18 Public Skating 12:30pm - 2:00pm	19 Public Skating 10:00am - 11:30am Adult Open Hockey 11:30am - 12:45pm 70+ Open Hockey 1:00pm - 2:30pm	20 Adult Open Hockey 8:30am - 9:45am Public Skating 10:00am - 11:30am 50+ Open Hockey 11:30am - 12:45pm Ladies Open Hockey 1:00pm - 2:30pm	21 Adult Open Hockey 8:30am - 9:45am Public Skating 10:00am - 11:30am Adult Open Hockey 11:30am - 12:45pm Senior Skating 1:15pm - 2:45pm Public Skating 7:00pm - 8:30pm	22 Adult Open Hockey 8:30am - 9:45am Open Figure Skating 10:00am - 11:30am Public Skating 11:30am - 1:00pm 60+ Open Hockey 1:15pm - 2:30pm	23 Adult Open Hockey 8:30am - 9:45am Public Skating 10:00am - 11:30am Adult Open Hockey 11:30am - 12:45pm Skatercise 1:15pm - 2:30pm	24 Christmas Eve No Public Sessions
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ROSEVILLE SKATING CENTER

2661 CIVIC CENTER DRIVE

ROSEVILLE, MN

651-792-7007

DECEMBER 2016

ROSEVILLE SKATING CENTER - OVAL

Schedule is subject to change WITHOUT NOTICE

For schedule updates call 651.792.7191 or visit www.cityofroseville.com/skatingcenter

Updated 11/21/2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
ADMISSION PRICES Public Skating /Open Hockey \$ 6.00 Skate Rentals \$ 4.00 Senior Public Skate Session \$ 4.00 Sharpening \$ 5.00 Skatercise Admission \$ 8.00 Open Figure Skating \$ 6.00 10-Session Punch Card \$ 53.00				1 PUBLIC SKATING & OPEN HOCKEY 11:30AM - 1:30PM OPEN SPEED SKATING 2:00PM - 3:15PM	2 PUBLIC SKATING & OPEN HOCKEY 11:30AM - 1:30PM <i>Speedskating Practice Ice</i> 2:00pm-5:00pm PUBLIC SKATING & OPEN HOCKEY 8:30PM - 10:30PM	3 <i>Speedskating Competition</i> 8:00am-5:00pm PUBLIC SKATING & OPEN HOCKEY 7:30PM - 9:30PM
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ROSEVILLE SKATING CENTER 2661 CIVIC CENTER DRIVE ROSEVILLE, MN 651-792-7007

DECEMBER 2016

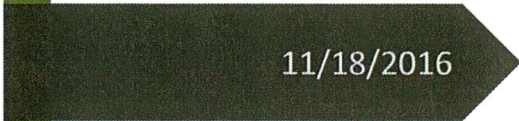
ROSEVILLE SKATING CENTER - WALKING TRACK

*Schedule is subject to change *WITHOUT NOTICE**

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Updated 11/11/2015

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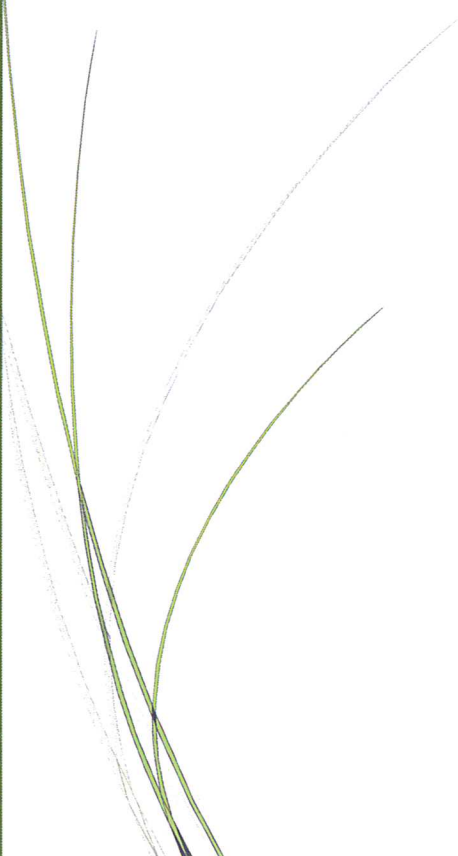


11/18/2016



Clubhouse Renewal Proposal

Cedarholm Golf Course Clubhouse Design,
Cost Estimates & Community Engagement



PREPARED BY: PARKS & RECREATION STAFF

INTRODUCTION

The City of Roseville request a proposal for concept/schematic design options, site assessment, cost estimation and community engagement facilitation services for the development of clubhouse/community space at the Cedarholm Golf Course (2323 North Hamline Avenue, Roseville) and adjacent infrastructure.

While working toward replacing the Cedarholm Golf Course Clubhouse, Roseville has recently completed a Resident Advisory Team process which included a Council adopted final report. This report provides valuable information that must be considered as part of the next step of creating design and function. It is important that the Resident Advisory Team, Parks and Recreation Commission, Community at-large and staff be involved in the development of design, layout and function.

This proposal shall provide:

- Preferred/suggested process.
- 'Not to exceed' cost estimates to develop schematic/concept designs and budget estimates to construct.
- 'Not to exceed' cost estimates to develop construction plans/specifications and construction administration for the final project.

SCOPE OF SERVICES

1. Analysis

- Review and consider Resident Advisory Team work. Consider all aspects and recommendations.

2. Program Development

- Work with staff and others to understand needs, layouts and functions including, current users, space demands and gaps in service.
- Engage community in creating a planned approach.
 - Work with Parks and Recreation Commission, Resident Advisory Team, Historical Society and others on design, function and requirements (engagement may be incorporated into public meetings of the Parks and Recreation Commission).
- Consider/identify energy efficiencies and long term maintenance.

3. Schematic/Concept Design

- Consider site area and adjacent infrastructure (see area map) including:
 - Clubhouse
 - Maintenance Garage
 - Entry
 - Parking Lot
 - Practice Green
- Prepare site layout options and potential phased approach
- Prepare schematic and concept designs for the clubhouse replacement for the preferred layout
- Prepare schematic and concept designs for the adjacent site infrastructure for the preferred layout.
- Prepared information will be done with the understanding that it will move toward final construction plans and specifications.

4. Cost Estimate

- Prepare cost estimates for the clubhouse replacement.
- Prepare cost estimate for construction documents.
- Prepare cost estimates for construction administration.
- Prepare cost estimate for adjacent site infrastructure.
- Present preferred process and deliverables at “not to exceed costs”.

5. Meetings

- Attend, facilitate and provide presentations as agreed:
 - Community Listening Sessions – up to five 3 hour meetings.
 - Community at-large, Advisory Team, Parks and Recreation Commission, others.
 - May be held in conjunction with monthly Parks and Recreation Commission meeting.
 - Design Presentations – two meetings.
 - Parks and Recreation Commission – one meeting/presentation up to 2 hours.
 - City Council – one meeting/presentation up to 1 hour.

6. Final Deliverable(s)

- Final Report to include:
 - Site layout and phased approach (if needed).
 - Concept/schematic design for clubhouse building replacement that is ready to move to construction documents.
 - Consideration for concept/schematic design and layout for adjacent site.
 - Budget estimates for:
 - Clubhouse and adjacent site as defined.
 - Construction documents and construction administration.
- Present information to the Parks and Recreation Commission and City Council.

TIMELINE

The City looks to secure:

- Schematic/concept designs for a rebuilt Clubhouse.
- Budget estimates to construct a replacement Clubhouse.
- Budget estimates for construction documents.
- Budget estimates for construction administration.
- Budget estimates for schematic/concept designs to renew adjacent infrastructure.

Time frame for this work will be created in agreement with the Design Team and Parks and Recreation Staff for construction beginning late summer/early fall 2017.

Specific community/staff meetings and presentation dates will be coordinated and scheduled with the selected consultant/design firm.

SUBMITTAL REQUIREMENTS

Proposal deadline is 4:00pm on Monday, December 12, 2016. Staff intend to present recommendation to Council on January 9, 2017.

- Please submit one (1) electronic proposal.
- Proposal is to be submitted to:
 - Jill Anfang, Assistant Parks and Recreation Director
City of Roseville
2660 Civic Center Drive, Roseville, MN 55113
651-792-7102 / jill.anfang@cityofroseville.com
- Proposal must provide the following:
 - Contact Person with telephone number and email.
 - Provide background experience in design and construction of municipal golf course facilities.
 - Provide a brief statement on what distinguishes your firm from others, as related to this project.
 - Provide an overview of firm's understanding and approach to the project.
 - List and describe your scope of services by bullet point.
 - Identify consultants/design team proposed to work on the project and services provided.
 - Describe professional fees, basic services and deliverables for the proposed project scope.
 - The proposed fees for services should be a 'not to exceed' amount which clearly indicates the hourly rate for each consultant/design team member.
 - The proposed fees should also clearly identify reimbursable expenses that are anticipated for the project.

ADDITIONAL INFORMATION

The City of Roseville will not be liable for any expenses incurred by the Consultant in preparing or submitting the proposal.

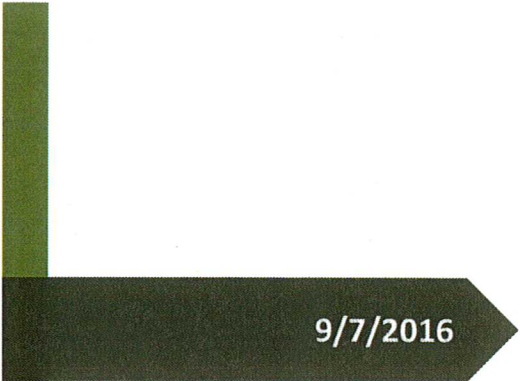
The selected consultant will enter into a standard AIA contract (as modified by the City) with the City of Roseville.

ATTACHEMENTS

- Site Map
- 2016 Cedarholm Clubhouse Replacement Resident Advisory Team Final Report (without appendices)



Highlighted area indicates referenced Clubhouse site and adjacent infrastructure.



9/7/2016

Cedarholm Clubhouse Replacement

Advisory Team Final Report



Clubhouse deck looking to the east



Clubhouse entrance from the parking lot



Clubhouse grill/concession Seating



Clubhouse banquet/rental space



Cedarholm maintenance support area



Cedarholm Golf Course exit



Cedarholm maintenance facility & storage



Cedarholm maintenance facility & storage

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Advisory Team Process

- Task
- Deliverables
- Advisory Team
- Community Input
- Approach and Meeting Schedule
- Meeting Descriptions
 - Meeting #1: Cedarholm Golf Course and Clubhouse Background Info and History
 - Meeting #2: Local Golf Industry Professionals Panel
 - Meeting #3: Partnerships and other Users
 - Meeting #4: Function and Uses
 - Meeting #5: Funding Options
 - Meeting #6: Findings Discussion and Report Development
 - Meeting #7: Sub-Committee Meeting to Review Preliminary Draft
 - Meeting #8: Draft Report Review
 - Meeting #9: Report Presentation and Community Input

Executive Summary

Recommendations

- 1. Replace the Clubhouse**
 - A. Contract Professional Design Services
 - Design Facility for Year-Round, Multi-Faceted Use
 - Utilize Preliminary Work of the Replacement Advisory Team
 - Plan Site for Golf Course Supporting Infrastructure
 - B. Implement a Construction Calendar with Minimal Impact to Golf Operations
- 2. Use Identified Funding Options**
 - A. Maximize Use of Current Funding
 - B. Consider All Funding Options
 - C. Pursue Partnerships and Collaborations
- 3. Plan for Supporting Infrastructure**
 - A. Replace or Improve Maintenance/Storage Facility
- 4. Reconsider the Status of the Golf Course as an Enterprise Fund**

Appendix

Background

Roseville Cedarholm Golf Course (Cedarholm) is a component of the Roseville Parks and Recreation system and a longstanding, highly valued community amenity. The following qualities have made Cedarholm a metropolitan leader in rounds played for 9-hole, par 3 courses and has contributed to its tradition of successful league play. Cedarholm is:

1. A community asset providing:
 - Lifelong fitness and recreation opportunities
 - A niche golf experience for young, older and family golfers that is local and affordable
 - A gathering place and sense of community
 - Open, green space
 - A resource for area School Districts
2. A local leader for rounds played on “like” golf courses:
 - Play peaked in the 1990s with an average of 41,000 rounds/year
 - In the 2000s, golf began to decline in play to an annual average of 33,500 rounds
 - Since 2011, Cedarholm has consistently experienced close to 25,500 rounds annually; metro-wide City/County managed 9-hole, par 3 courses average 16,500 rounds
3. Meeting a specific niche in the Twin Cities golf market by providing a:
 - Quality golf experience for youth, casual golfers and families
 - Cost effective, time efficient golf experience
 - Unique 9-hole golf experience with 18-hole golf course features (i.e. extensive landscaping, excellent customer service and riding carts)
4. Currently operating as an enterprise fund, directly responsible for generating revenues to off-set its operating and capital expenditures:
 - In earlier years (1990s to mid-2000s) Cedarholm contributed additional revenues to the Citywide general fund that was used to minimize tax dollars for expenditures outside golf operations
 - In addition, Cedarholm pays an annual administrative fee to the City general fund for insurance and financial services, as well as, depreciation to the Golf Course fund
 - Over the last decade the golf revenues have not consistently generated enough income to meet the increasing capital needs (HVAC systems, roofing, flooring, lighting, windows, and ADA requirements)

The following is a time frame and history of discussion and work completed by the Parks and Recreation Commission and City Council leading up to the formation of the Golf Course Clubhouse Advisory Team.

Due to increasing capital needs, and the fact that the clubhouse facility is becoming more functionally obsolete, the Roseville City Council and the Parks and Recreation Commission began talking about Cedarholm clubhouse needs in November 2014. The Council directed Commissioners to work with staff to review current and future operations, as well as capital needs of the Golf course and provide recommendations. During the Commission’s review of Cedarholm’s operations and infrastructure conditions, discussions centered on whether it made sense to address capital needs by repairing, renovating or replacing a 55-year-old structure to meet current needs and anticipate needs for the future.

April – June 2015

On April 7, 2015, staff presented Cedarholm Golf Course history and reviewed current golf operations with the Parks and Recreation Commission. During the following 2 months, the Commission toured the course and further discussed past and current golf operations and financials. On June 2, 2015 a 3-person Commission Task Force was established to take the lead within the Parks and Recreation Commission to gather and share information. This preliminary work established the direction for the next seventeen months as Commissioners and the community gathered information that resulted in the final Advisory Team recommendations.

June 15, 2015 Quarterly Joint Meeting

The Roseville City Council met with the Parks and Recreation Commission to update them on the information gathered to date. Following further discussions, the Council requested the Commission:

- Gain a better understanding of what improvements are needed at the Cedarholm Clubhouse
- Gain a better understanding of golf opportunities for Cedarholm's Clubhouse
- Identify options and cost estimates for the Clubhouse
- Meet with the Finance Commission representatives to discuss financial considerations

In the coming months, the Parks and Recreation Commission Task Force and the full Commission worked to develop options based on the review of Cedarholm Golf Course operations history, an appraisal of facility conditions, analysis of the local golf industry and Finance Commission dialog.

November 16, 2015 Quarterly Joint Meeting

The Roseville City Council met with the Parks and Recreation Commission to learn their findings and discuss the options they identified for the Cedarholm Clubhouse. The Commission provided the Council with four options for replacing/improving the Cedarholm Clubhouse:

1. Rebuild to existing size & function (approximately 3,200 sq/ft with seating for 88) and explore basement options for cart and other storage
2. Rebuild to similar size of Autumn Grove Park Building (approximately 2,200 sq/ft with seating for 50) and explore basement options for cart and other storage
3. Rebuild to a smaller size that services golf check-in and snack area seating (approximately 1,575 sq/ft with seating for 32)
4. Renovate existing Clubhouse (approximately 3,200 sq/ft with seating for 88)

At this meeting the Council requested the Parks and Recreation Commission engage the community to analyze the replacement of the Cedarholm Clubhouse and maintain Community green space to serve current golf needs and future community needs. The Council directed the commission to also consider funding options for the replacement and report back with recommendations.

Following the November meeting, the Commissioners worked with staff to develop an approach for engaging the community in discussion for evaluating the clubhouse and maintaining community green space to serve current golf needs and future community needs. The recommended approach is similar to previous engagement processes used by the Parks and Recreation Commission and a process the City Council has been supportive of, i.e. Parks and Recreation System Master Plan Update, the OVAL Task Force and the Harriet Alexander Nature Center Planning Committee.

January 25, 2016 Quarterly Joint Meeting

The Roseville City Council met with the Parks and Recreation Commission where they unanimously approved the Commission's recommended community engagement process for exploring all aspects of replacing the Cedarholm Clubhouse. This process included a 23-member Resident Advisory Team and a 6-month timeline to review, analyze, discuss, engage the community and report back to the City Council with a recommendation.

Mission

To engage Roseville in discussion for the replacement of the Cedarholm Clubhouse in a well thought-out, efficient, functional way that meets the needs of the community today and for generations to come.

Purpose

The purpose of the Cedarholm Clubhouse Advisory Team was to:

- Study, analyze and guide the replacement of the Cedarholm Clubhouse
- Learn from other community golf operations and capital projects
- Gather input from community members and users that provides direction for planning and design
- Align clubhouse rebuild with a process consistent with the current Parks and Recreation System Master Plan

Advisory Team Process

Task

- Develop a better understanding of the current physical capacity and needs at the Cedarholm Clubhouse.
- Examine business, market and industry trends.
- Create a preliminary building function and use concept.
- Collect input and ideas from all corners of the community.
- Encourage and support the exploration of new revenue opportunities.
- Provide “wise counsel” on issues raised by citizens, City Council and golf course management.
 - Conduct brainstorming exercises to assist future design professionals. “No idea is a bad idea.”
 - Identify specific clubhouse replacement concerns and opportunities.
- Recommend a sustainable course of action that will have minimal impact on city taxes and stays within budget.

Deliverables

- Final Report for the Community
- Presentation of Final Report and Recommendations to the Roseville Parks and Recreation Commission on September 6, 2016
- Presentation of Final Report and Recommendations to the Roseville City Council on September 26, 2016 or October 10, 2016

Advisory Team

A volunteer group of Roseville Residents gathered to provide well-considered information and strategic advice to the Roseville Parks and Recreation Commission and City Council. The original recommended process identified a fourteen-person Advisory Team, however, due to a strong draw, all 23 interested individuals were included in the active group.

- John Bachhuber: Roseville Finance Commissioner
- Mary Cardinal: Roseville Community Member
- Herb Dickhudt: Roseville Historical Society Member
- Phil Gelbach: Roseville Parks and Recreation Commissioner
- Paul Grotehuis: Roseville Community Member
- Roger Hess: Roseville Community Member
- Greg Hoag: Roseville Community Member
- Dave Holt: Advisory Team Facilitator
- Michelle Kruzel: Roseville Community Member
- Dick Laliberte: Senior Golf League Representative
- Lisa Laliberte: Roseville City Council Member
- Dena Modica: Roseville Community Member
- Bjorn Olson: Roseville Community Member
- Mary Olson: Roseville Community Member
- Rynetta Renford: Roseville History Society President
- Nancy Robbins: Roseville Community Member
- Eileen Stanley: Roseville Community Member
- Kyle Steve: Roseville Community Member
- Jerry Stoner: Roseville Parks and Recreation Commissioner
- Benno Sydow: Roseville Community Member
- Matthew Vierling: Roseville Community Member
- Janice Walsh: Roseville Community Member
- Kerrik Wessel: Roseville Community Member

Supporting Staff

- Steve Anderson: Cedarholm Golf Operations Clubhouse Manager and Program Supervisor
- Jill Anfang: Roseville Parks and Recreation Assistant Director
- Lonnie Brokke: Roseville Parks and Recreation Director
- Jeff Evenson: Parks Superintendent
- Sean McDonagh: Golf Operations Superintendent

Community Input

The Advisory Team used a number of avenues for receiving and sharing information with the community:

- Advisory Team Members were encouraged to solicit input from the broader community
- City of Roseville Website
 - Speak Up Roseville
- Council and Parks and Recreation Commission Updates
- Parks and Recreation Brochure
- Nextdoor.com
- City of Roseville News Release
 - Roseville Review Article

Approach and Meeting Schedule

The Advisory Team met on nine, publicly noticed occasions. Most meetings were held at the Cedarholm Clubhouse. Three meetings were relocated to other community facilities due to scheduled Golf Course functions.

- The Advisory Team met with local golf industry professionals, participated in group exercises that encouraged creative, forward thinking and openly discussed needs, options and possibilities.
- The meeting schedule followed a progression of golf operation themes to facilitate round-table discussions and formulate recommendations.
 - **Meeting #1: March 17:** Cedarholm Golf Course and Clubhouse Background Information and History
 - **Meeting #2: April 28:** Local Golf Industry Professionals Panel
 - **Meeting #3: May 12:** Partnerships and Other Users: Current and Potential
 - **Meeting #4: May 19:** Function and Uses: Current and Potential
 - **Meeting #5: June 9:** Funding Options (meeting @ Autumn Grove Park Building)
 - **Meeting #6: July 14:** Findings Discussion and Report Development (meeting @ Nature Center)
 - **Meeting #7: August 1:** Sub-Committee Meeting to Review Preliminary Draft
Paul Grotehuis, Greg Hoag, Dave Holt, Rynetta Renford, Eileen Stanley
 - **Meeting #8: August 11:** Draft Report Review
 - **Meeting #9: August 16:** Report Review and Public Presentation (meeting @ Lexington Park Building)

Meeting Descriptions

- 1. Cedarholm Golf Course and Clubhouse Background Information and History (March 17, 2016)**
Introduction to an established community process to review operations and facility conditions and explore recommendations for the Cedarholm Clubhouse.
- 2. Local Golf Industry Professionals Panel (April 28, 2016)**
This meeting brought together three local industry professionals to share their experiences and outcomes from similar projects* and answer Advisory Team questions.
 - Jody Yungers, Roseville resident, former director of golf operations for Ramsey County, current Recreation and Parks Director, Brooklyn Park, MN.
 - Mark Severson, New Hope Village Golf Course Superintendent, New Hope, MN
 - Jason Hicks, Parks and Recreation Assistant Director, New Brighton, MN responsible for Brightwood Hills Golf Course

** All professionals have been involved with building clubhouse facilities for a 9-hole golf course.*
- 3. Partnerships and Other Users (May 12, 2016)**
Jill Anfang led a brainstorming exercise that created prioritized lists of current and potential “Users and Partners” during the golf season, as well as off-season clubhouse users and community/regional partners.
- 4. Function and Uses (May 19, 2016)**
Jeff Evenson, Parks Superintendent and Kerrik Wessel, Advisory Team member and architect, led the group in a brainstorming exercise that explored current and potential functions and uses of the clubhouse. Advisory Team members met in small groups to discuss site considerations, facility functionality/needs, special features, support components, maintenance considerations, partnership/ co-user potential and other items.
- 5. Funding Options (June 9, 2016)**
Chris Miller, City of Roseville Finance Director made a presentation and met with the Advisory Team to discuss Cedarholm finances past, present and future, as well as available and possible funding options.
- 6. Findings Discussion and Report Development (July 14, 2016)**
The Advisory Team met to review earlier meeting recommendations and further discuss, create and finalize supporting statements.
- 7. Sub-Committee Review of Draft Report (August 1, 2016)**
Advisory Team Subcommittee met to further refine recommendations and supporting materials to be brought back to the entire team.
- 8. Draft Report Review (August 11, 2016)**
Full Advisory Team met to review final report and clarify content.
- 9. Report Review and Public Presentation (August 16, 2016)**
Advisory Team met with the community to review final report content and present information plus hear comments, gather input and answer questions.

Executive Summary

Based on guidance from the City Council, Parks and Recreation Commission and an agreed upon community involvement process, the *Cedarholm Clubhouse Advisory Team recommends:*

1. ***Replace the Clubhouse***

The Advisory Team makes this recommendation with strong consideration for current facility and community needs, as well as future operations requirements.

- A. Create a space that supports current and future golf needs but is flexible for future needs independent of golf functions.
- B. Create a gathering space for non-golfers in the community.
- C. Provide a niche in Roseville's rental and gathering space locales complementing the offerings at the Roseville Skating Center and the Park Buildings. A space equal to what the clubhouse currently has or slightly larger would fill this gap.

2. ***Use identified funding options to support the capital needs of the Golf Course Clubhouse***

In recent years, the golf industry has contracted and revenues are not as significant as they once were. Roseville financial reports indicate Cedarholm revenues are not consistently capable of supporting annual golf course operating expenses and provides no contribution to capital funds. The Advisory Team believes:

- A. There is an opportunity to maximize current funding options
 - Park Dedication Funds
 - Park Dedication funds refer to charges or fees that are imposed on new development for the impact it has on an established park system. The collection of these fees is authorized by Mn State Statute and they are legally restricted for park development purposes including land acquisition.
 - Remaining Parks and Recreation Renewal Program funding
 - Park Renewal Program funds refer to the monies raised through the issuance of bonds in 2011 and 2012 to finance various improvements outlined in the Park Renewal Program and other Park System guiding documents. As of July, 2016 the majority of these funds had been expended although a portion has been set aside for remaining projects or initiatives. The monies are legally restricted for park system-related improvements including land acquisitions.
 - Current Golf Course Fund Balance
 - Fund Balance is an accounting term that represents the difference between an entity's assets and liabilities. It is oftentimes referred to as 'reserves' or 'cash reserves', but there are slight distinctions between the two. The purpose of stating Fund Balance is to depict the future financial resources available to support golf programs and services.
- B. Partnerships and/or collaborations should be explored
 - Re-think usage to maximize access and revenues

3. ***Plan for supporting infrastructure***

The Advisory Team feels it is prudent at this time, to look at the entire area that supports the golf infrastructure. Where possible create a plan for replacement or improvement for the full clubhouse site to meet current expectations and future needs. This would address parking and maintenance and storage needs. Possibly fund using bonds and/or levy.

4. *Reconsider the status of the Golf Course as an Enterprise Fund*

The Advisory Team believes current/future operations and capital needs warrant the reconsideration of the Golf Course fund status.

- Enterprise Funds are a category of governmental operating units that are managed under the principle that the revenue it generates from participant fees ought to be sufficient to provide for its costs. Enterprise funds are also referred to as 'business-type' functions because they adopt accounting practices that are typically found in 'for-profit' industries. The golf course is currently operated as an Enterprise fund.
- Roseville Recreation Fee Fund is a separately-established fund, created for the purposes of managing designated revenues for the benefit of the City's recreation programs. Revenues include: recreation program fees, donations, and other funding sources including a portion of the property tax levy.

** Fund definitions provided by Chris Miller, City of Roseville Finance Director*

Recommendations

1. Replace the Clubhouse

Cedarholm Clubhouse has outlived its useful life and is in need of significant capital improvement (HVAC, roofing, flooring, lighting). In support of the recommendations to replace the Cedarholm Clubhouse, the Advisory Team also recommends:

A. Contracting Professional Design Services

- Design, plan and operate for “what we are” ... do not pursue something we are not
 - An affordable golf experience for youth, older golfers and families
 - Significant League play, 5 days of the week, April into October
 - Quality golf experience that can be enjoyed in less than 1/2 the time of an 18-hole course
- Design Facility for Year-Round, Multi-Faceted Use
 - Design for “inclusions” rather than “exclusions”
 - Opportunity to include “other” users and uses in the clubhouse rebuild is what makes this project special for golf operations and visionary for community use
 - Create a “Roseville” design
 - Consider gaps in community facilities and other uses, where appropriate and incorporate these needs in the replacement
 - Identify missing community needs in all season
 - Create gathering space for non-golfers
 - Design rental space to complement current Park Building and Skating Center offerings
- Utilize preliminary work of the Advisory Team to better understand community direction for the clubhouse rebuild
 - 23 Advisory Team members have been actively involved in reviewing operations and taking into consideration future needs, including:
 - Learning from the experiences and best practices of local golf professionals with like facilities and operations
 - Reviewing clubhouse users and potential partners
 - Investigate a home for Roseville Historical Society
 - Brainstorming functions and uses
 - Evaluating funding streams and funding options
- Plan for the full clubhouse site based on current and future needs for golf course supporting infrastructure (clubhouse location, parking lot, maintenance shop location, practice putting green)
 - Planning for parking considerations, maintenance needs and practice green functions are recommended because they are intertwined, they are reliant on one-another and they work together in the overall golf experience.
- Propose a construction calendar with minimal impact on golf operations.

2. Use Identified Funding Options

The Advisory Team recommends the following funding options to support the capital needs of replacing the Cedarholm Golf Course clubhouse and maintenance facility.

- A. Maximize the use of current funding
 - The Advisory Team believes the clubhouse can be replaced without a tax levy increase at this time by using current park dedication funds, remaining renewal program funds and using the golf course fund balance.
 - If necessary, consider all funding options, including a levy and bonding
- B. If a levy is used, the Advisory Team strongly suggests identifying a sunset for the levy without renewal or repurpose
 - Levy funding may be needed to support clubhouse operations if other uses, outside of golf operations, are included in future plans for the clubhouse
- C. Pursue partnerships and collaborations
 - Consider opportunities that could provide funding in exchange for use, philanthropic consideration and naming rights
 - Grants and other opportunities

3. Plan for Supporting Infrastructure

The Advisory Team feels it is prudent to look at the entire area supporting golf operations and create a plan that works together with the full Clubhouse site to meet current expectations and future needs. The Advisory Team recommends replacing or improving the maintenance/storage facility as part of the clubhouse replacement project.

- A. It is important to replace or improve the maintenance facility and site to accommodate:
 - A welcoming site entrance that reflects a multi-use facility
 - Parking Needs
 - Secure golf cart storage to support growing revenue streams
 - Maintenance equipment and product storage
 - Improved working conditions to meet current building and safety standards and code requirements

4. Reconsider the Status of the Golf Course as an Enterprise Fund

Criteria suggests that the golf course is not currently operating fully as an enterprise fund. Because of this, the Advisory Team recommends a review and reconsideration of the Golf Course's current Enterprise Fund status.

Appendix

- #1 Advisory Team Application
- #2 Advisory Team Background Information
 - 2a: City Organization Chart, Parks & Recreation Organization Chart
 - 2b: June 15, 2015 Council/Parks & Recreation Commission Joint Meeting Materials
 - 2c: November 16, 2015 Council/ Parks & Recreation Commission Joint Meeting Materials
 - 2d: January 25, 2016 Council/ Parks & Recreation Commission Joint Meeting Materials
 - 2e: Cedarholm Clubhouse Replacement Community Involvement Process
 - 2f: Advisory Team Intro Letter
 - 2g: Advisory Team Roster
 - 2h: January 23, 2015 Chris Miller Memo: Cedarholm Golf Course Financial Summary (2010-14)
 - 2i: 2016 Cedarholm Clubhouse Budget Worksheet
 - 2j: 2016 Cedarholm Maintenance Budget Worksheet
 - 2k: 2016-2035 Golf Course Capital Improvement Plan
- #3 Community Input from City of Roseville Website/Speak Up Roseville
- #4 Nextdoor.com Comments
- #5 Advisory Team Press Release
- #6 Roseville Review Article
- #7 Meeting #1 Materials
 - 7a: Agenda
 - 7b: Meeting Notes
 - 7c: Power Point Presentation
- #8 Meeting #2 Materials
 - 8a: Agenda
 - 8b: Meeting Notes
 - 8c: New Brighton Shared Materials
 - 8d: New Hope Shared Materials
 - 8e: Roseville Park Building Summary
- #9 Meeting #3 Materials
 - 9a: Agenda
 - 9b: Meeting Notes
 - 9c: Roseville Affiliated Groups & Athletic Associations
 - 9d: Roseville Historical Society Presentation
 - 9e: Users & Partners Group Brainstorming & Prioritization
- #10 Meeting #4 Materials
 - 10a: Agenda
 - 10b: Meeting Notes
 - 10c: Constellation Concept Materials
 - 10d: Functions & Uses Brainstorming: Clubhouse Issues & Ideas by Group

- #11 Meeting #5 Materials
 - 11a: Agenda
 - 11b: Meeting Notes
 - 11c: Golf Course Funding Memo
 - 11d: Golf Course Clubhouse Funding Options
 - 11e: Golf Course Clubhouse Financial Summary
- #12 Meeting #6 Materials
 - 12a: Agenda
 - 12b: Meeting Notes
 - 12c: Advisory Team Report Preliminary Outline
- #13 Meeting #7 Small Group Work Session Notes
- #14 Meeting #8 Materials
 - 14a: Agenda
 - 14b: Meeting Notes
- #15 Meeting #9 Final Report Public Presentation
 - 15a: Agenda
 - 15b: Meeting Notes

ROSEVILLE PARKS AND RECREATION COMMISSION

2017 ANNUAL CALENDAR

Day / Month	Time	Location
Tuesday, January 3	6:30 p.m.	Regular Meeting – City Hall
Tuesday, February 7	6:30 p.m.	Regular Meeting -City Hall
Tuesday, March 7	6:30 p.m.	Regular Meeting-City Hall
Tuesday, April 4	6:30 p.m.	Regular Meeting -City Hall
Tuesday, May 2	6:30 p.m.	Regular Meeting -City Hall
Tuesday, June 6	6:30 p.m.	Regular Meeting –City Hall
*Monday, June 12, 19 th	6:00 p.m.	Joint Comm./City Council Meeting
*Joint date to be finalized once City Council dates are approved for 2016		
JULY		NO MEETING
*Thursday, August 3	6:30 p.m.	Regular Meeting-City Hall
*Alternate day/date due to Night To Unite Tuesday, Aug 1		
Tuesday, September 5	6:30 p.m.	Regular Meeting-City Hall
Tuesday, October 3	6:30 p.m.	Regular Meeting -City Hall
*Thursday, November 2	6:30 p.m.	Regular Meeting-City Hall
*Alternate day/date due to election on Tuesday, November 7		
Tuesday, December 5	6:30 p.m.	Regular Meeting -City Hall

Situation Update EAB Minnesota

Date and Time Completed: November 3, 2016, 2:00 PM

Update Period: August 11, 2016 to November 2, 2016

Lead Agencies:

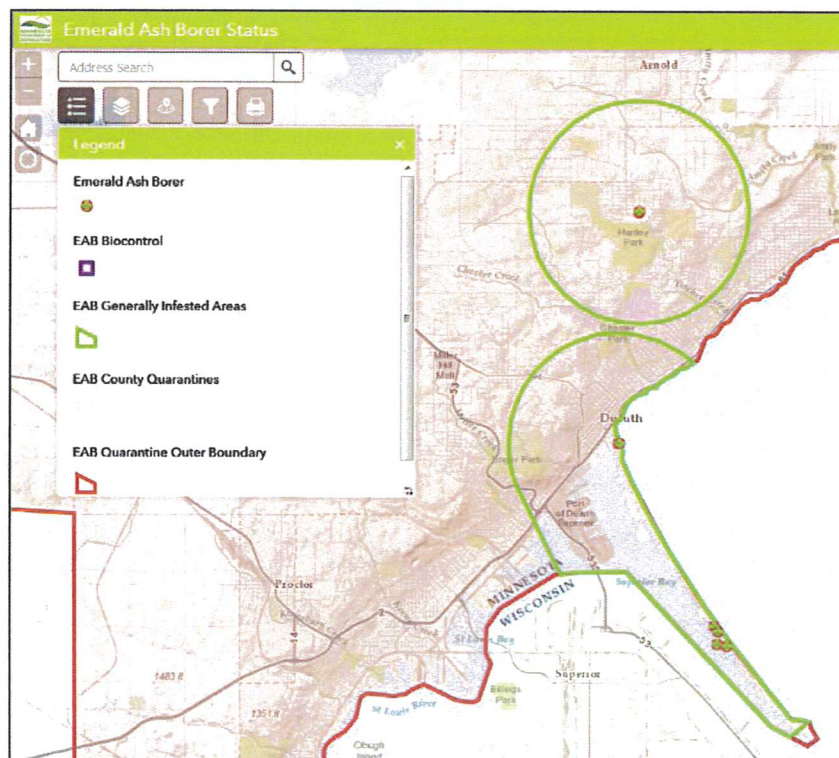
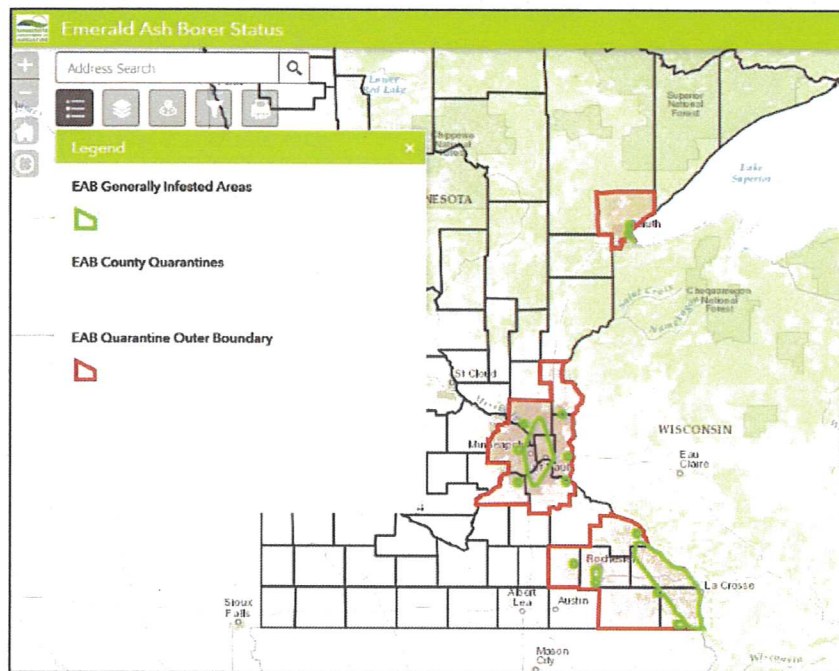
- Minnesota Department of Agriculture
- Minnesota Department of Natural Resources
- USDA APHIS Plant Protection and Quarantine

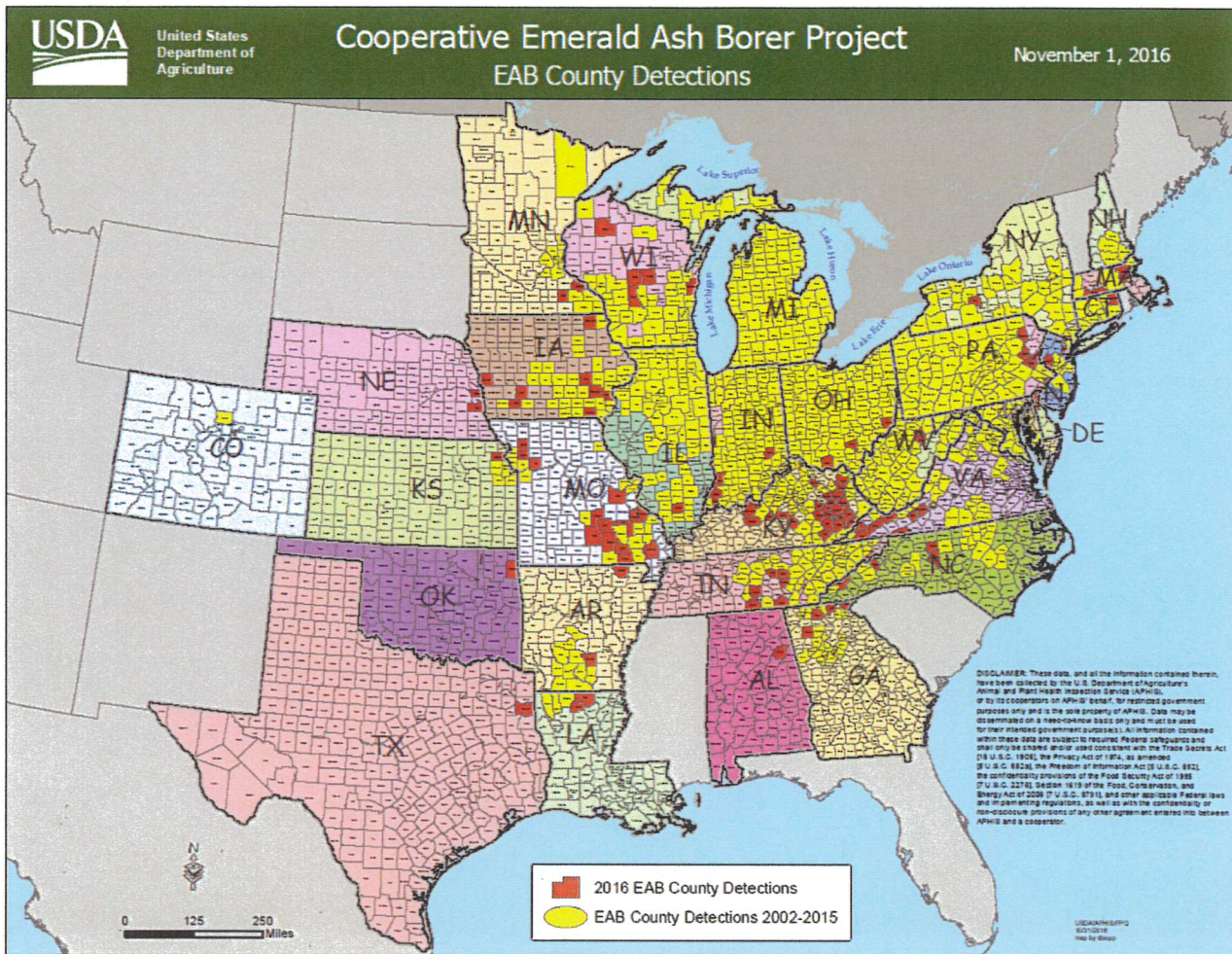
Chronology of EAB infestations in Minnesota

- April 6, 2009: Emerald Ash Borer (EAB) was discovered in Victory, WI, approximately one mile from Minnesota and Iowa
- May 13, 2009: EAB discovered in St. Paul, MN (Ramsey County)
- February 28, 2010: Tower Hill Park in Minneapolis (Hennepin County)
- April 28, 2010: Houston County on the Upper Mississippi Fish and Wildlife Refuge.
- July 21, 2011: City of Shoreview in Ramsey County
- September 14, 2011: I90 / CR12 interchange on DOT Right of Way and at Great River Bluffs State Park (Winona County)
- September 20, 2011: Dale/Portland Intersection near Summit Avenue in St Paul
- August 13, 2012: Fort Snelling Golf Course in Hennepin County near MSP airport.
- November 16, 2012: 2nd Street east of Nicollet Island in Minneapolis
- December 4, 2012: Houston County along Hwy 26.
- December 13, 2012: City of La Crescent.
- January 28, 2013: Lakewood Cemetery near the intersection of King's Highway and 38th Street in Minneapolis
- January 29, 2013: Como Park near the intersection of Lexington and Jessamine
- January 30, 2013: Pig's Eye Lake Road near the wood disposal site
- March 19, 2013: Hwy 36 and Snelling Avenue in Roseville.
- August, 2013: Superior, Wisconsin
- August 20, 2014: I90 and Hwy 63 in Olmsted County near Rochester
- December 23, 2014: Lebanon Hills Regional Park in Dakota County.
- March 25, 2015: City of Ham Lake in Anoka County
- April 24, 2015: City of Rushford in Fillmore County
- August 5, 2015: Chisago County adjacent to Washington County border near Manning Trail
- August 25, 2015: City of Prior Lake in Scott County
- September 15, 2015: City of Plymouth in Hennepin County
- October 8, 2015: Rural Washington County at St Croix River Crossing Rest Area
- October 20, 2015: Park Point in Duluth
- January 21, 2016: Apple Valley in Dakota County
- February 24, 2016: Rural Wabasha County near Winona County border
- April 13, 2016: City of West St Paul in Dakota County
- April 19, 2016: City of Richfield in Hennepin County
- July 1, 2016: City of Kellogg in Wabasha County
- July 18, 2016: City of Hastings in Dakota County
- August 23, 2016: City of Andover in Anoka County
- September 1, 2016: City of Kasson in Dodge County
- September 6, 2016: City of Duluth (mainland) in St Louis County

NEWS

- EAB infested tree found in City of Kasson (Dodge County) in late August by MDA after an EAB beetle was captured on a USDA trap.
- EAB infested trees confirmed in City of Duluth near Hartley Nature Center after an arborist report to MDA.
- EAB infested trees confirmed in Duluth in Canal Park after report to MDA from City of Duluth.
- The MDA map has been updated to reflect infested areas rather than just displaying confirmed trees. Confirmed trees are still viewable at a larger scale and are the basis for the creation of the infested areas. See the map here and below:
<https://mnag.maps.arcgis.com/apps/webappviewer/index.html?id=63ebb977e2924d27b9ef0787ecedf6e9>
- New states discovering EAB so far in 2016 include Alabama, Delaware, Nebraska, Oklahoma and Texas (map)





SURVEY

- 1470 EAB traps reported as deployed and removed by USDA contractors during 2016. One new county (Dodge) was found. Several positive traps were also found in southeastern Wabasha County which was already known to be infested.

REGULATORY

NOTICE: No Regulated Articles are legally allowed to move outside of a quarantine (untreated or treated), unless they are accompanied by a certificate or limited permit. Certificates and limited permits are only available when a compliance agreement is signed between the Minnesota Department of Agriculture and the firm interested in moving the regulated article.



- Six (6) cooperative compliance agreements were renewed. One (1) intrastate compliance agreement was renewed. Three (3) new intrastate compliance agreements were issued.
- Three (3) routine compliance inspections were conducted to ensure new equipment met the emerald ash borer treatment size requirements of 1" by 1" in two dimensions.

- An MDA certified firewood producer in Carlton County was recertified and is one of the five MDA certified firewood producers in the state. The USDA certified firewood producer out of Olmsted County was also recertified.
- Seventy (70) firewood surveys were conducted at retail locations around the state. Any potential labeling violations are forwarded to the Department of Commerce.
- A warning letter was issued to an individual who violated the quarantine with a trailer full of ash brush.
- Three (3) public meetings were held for the counties with new infestations. The Dodge County public meeting was well attended with 35 attendees. There were two public meetings for the partial St. Louis County quarantine. One was for the timber industry and the other was for the general public.
- Dodge County Quarantine has been formalized as of 11/2, partial St Louis County Quarantine comment period extends through 11/30 with target formalization date of 12/15.

OUTREACH

- A poster titled "Implementation of EAB biological control in Minnesota" was created and displayed for the Upper Midwest Invasive Species Conference held in LaCrosse, WI Oct. 17-19.
- Jen Schultz presented "Minnesota Wasp Watchers: An Update on Emerald Ash Borer Biosurveillance" at the Upper Midwest Invasive Species Conference held in LaCrosse, WI Oct. 17-19.
- The MDA will be offering EAB field workshops again in 2017 thanks to an award from the US Forest Service. Locations and dates to be determined, but there will be workshops in all three infested areas of the state (SE, Metro and Duluth area).
- Media releases:
 - St Louis County residents invited to public meeting concerning emerald ash borer - <http://www.mda.state.mn.us/news/releases/2016/nr20160928eab.aspx>
 - Dodge County residents invited to public meeting concerning emerald ash borer - <http://www.mda.state.mn.us/news/releases/2016/nr20160916eab.aspx>
 - MDA confirms second EAB find in Duluth, issues emergency quarantine for portion of St Louis County - <http://www.mda.state.mn.us/news/releases/2016/nr20160913eab.aspx>
 - Emerald ash borer discovered in Dodge County - <http://www.mda.state.mn.us/news/releases/2016/nr20160906eabdodge.aspx>

BIOLOGICAL CONTROL

- Parasitoid releases wrapped up for the season on September 22nd. A total of 89,501 wasps were released at 12 sites in Minnesota. The 2016 field season marked the first time *Spathius galinae* was released in Minnesota. *S. galinae* is a newly approved larval parasitoid originating from the Russian Far East and was released at 3 sites located along the Mississippi River in the Twin Cities. Numbers of *S. galinae* releases are expected to increase in future seasons as production ramps up at the USDA EAB Parasitoid Rearing Facility in Brighton, MI.



EAB larval parasitoid, *Spathius galinae*

Biocontrol Agent	2010	2011	2012	2013	2014	2015	2016	All
<i>Tetrastichus planipennisi</i>	2,154	19,480	19,822	42,579	34,434	151,022	45,288	314,779
<i>Oobius agrili</i>	0	3,641	10,241	8,597	12,062	31,490	42,600	108,631
<i>Spathius agrili</i>	1,172	7,596	15,258	0	0	0	0	24,026
<i>Spathius galinae</i>	0	0	0	0	0	0	1,613	1,613
Totals	3,326	30,717	45,321	51,176	46,496	182,512	89,501	449,049

- Brian Schwingle, Forest Health Specialist with the MnDNR found a clutch of the larval parasitoid *Tetrastichus planipennisi* in an EAB gallery while ground-truthing aerial survey locations in Houston and Winona Counties. The find was over 4 miles from the nearest parasitoid release location and continues to provide evidence that *T. planipennisi* is established in the southeast part of the state and growing in population.



T. planipennisi larvae found in EAB gallery in SE MN

- Twenty-four bark samples collected from release sites in southeast Minnesota last February are being analyzed to look for the egg parasitoid *Oobius agrili*. 32 EAB eggs have been recovered from the 17 samples analyzed so far with none showing signs of parasitism.
- Yellow pan trap samples taken throughout the summer from Ft. Snelling State Park are being screened for EAB parasitoids. 618 of 840 samples have been processed with 23 suspected parasitoids recovered so far (19 *Tetrastichus planipennisi*, 4 *Atanycolus* sp.). Once screening is complete, suspected parasitoids will be sent off to an official identifier.

RESEARCH

Tracking the EAB Infestation Core

- Tracking the EAB Infestation Core study is entering its final round of branch sampling this winter with 109 study trees remaining. Of the remaining study trees, none are in the area defined as the core (original infestation area of St Paul and Minneapolis). The remainder are split between Zones 2 and 3 (51 and 58 respectively).
- Mark Abrahamson presented "When Do You Pull the Trigger? Using Monitoring Data to Optimize EAB Management" at the Upper Midwest Invasive Species Conference held in La Crosse, WI Oct. 17-19. A key finding of this three year study was that all EAB monitoring tactics used (visual survey, trapping and branch sampling) were effective at identifying the



presence of EAB at sites while 80-90% of the trees had healthy canopies. Visual survey was much less time intensive than the other monitoring methods. The U of M is currently working on a finer analysis comparing the different methods and determining critical threshold levels for each.