

**CITY OF EAGLE LAKE
PARK BOARD MEETING
THURSDAY, FEBRUARY 8, 2023**

Call to Order

Present: Beth Rohrich, Shane Wendland, Lisa Norton, Ryan Short, and Joan Back

Staff Present: Jennifer Bromeland, Andrew Hartman, and Kerry Rausch

Treasurer's Report

The treasurer's report was presented. Administrator Bromeland will provide Park Board Members with estimated balance once pavilion work has been completed.

New Business

1. Meeting Procedure and Rules of Decorum Review

- Administrator Bromeland reviewed with the Park Board meeting procedures and rules of decorum. These items will be shared with all City boards and committees. Primary to keep in mind is to be respectful when others are talking, stay on task, and to talk to the City Administrator privately if questions or concerns arise.

2. Recap of Winter Activities at Lake Eagle Park and Notes for Next Year

- A review of the February 3rd Winter Park Event included that there were less people than in the past but that could be due to lack of snow.
- Items that went well included the donation of pre-made hot chocolate from Hy-Vee, kids only raffle and must be present to win approach, all the yard games, and coffee even though only a few asked for it.
- Thoughts for improvement included being aware of correct placement of activities, microwave cookies to warm, request no oatmeal/raisin cookies and specifically ask for sugar and chocolate chip cookies. Provide small bottles of water. Use pencils, not pens, due to pens freeze in the cold, use buckets for the raffle instead of a box, fire pits well used but could use all four in future and could move them closer to the activities, more prizes would be good, medallion and scavenger hunt were good and prizes should be obtained specifically for the medallion and scavenger hunt and keep in mind how to handle this if there are several people on a team.

3. Review Status of Pavilion and Discuss Pricing and Next Steps for Automatic Locks

- Administrator Bromeland stated she heard back from contractor Joe Murilla who stated he expects the pavilion construction to be completed by the end of March. There is still quite a bit of work to be done and once that is completed ground restoration work needs to be done.
- Discussion included if the pavilion would be able to use for the Lion's Club Easter Egg Hunt. Due to the work still being done and the need to complete ground restoration after the construction is done, the pavilion will not be available for this event. Alternative ideas were discussed, and the ice rink and warming house could be utilized for the Easter Egg Hunt.
- Public Works Director Hartman stated that he has received two quotes for automatic locks for restrooms and the warming house in Lake Eagle Park. Quotes were received from Freedom Security for \$30,000 of which \$20,000 would be for the warming house and three bathrooms doors in Lake Eagle Park. The second bid was from Master Electric in the amount of \$26,000. The bids were not exact comparisons so more information will be obtained.
- Discussion included that only one door on the warming house would need the auto lock. The other door could be just an emergency exit and kept locked at all times.
- The Park Board asked that Director Hartman look into auto lock software for the ease of use, including software for remote control access, to help determine what will work best for his department and to make sure that future growth in relation to security cameras is considered.
- The Park Board asked that all information be brought to the City Council for review.

- Administrator Bromeland stated she will find out if public safety funds can be used for the auto locks and/or surveillance cameras.
 - Paul Kleist with Alliance Pipeline attended the end of the Park Board meeting to provide the City with an opportunity to get a picture to recognize Alliance Pipeline's generous donation of \$5,000 to be used to assist with the cost of constructing the pavilion in Lake Eagle Park.
4. Update on Ballfield Irrigation
- Director Hartman explained that MAYBA was able to have hire a plumber to complete the necessary paperwork and submit it to the State for permit approval to connect the irrigation system. Once the State approves the permit the connection of the irrigation system at the baseball field will made. The permitting process can take three to six weeks.
 - The city will pay for the water meter and water usage.
5. Other Items Discussed
- The Lions' donation of plastic benches was discussed with the general consensus being that there are still areas where benches could be used. Possible locations were discussed, which included along the third base line towards the parking lot of Lake Eagle Park as well as areas where ball games could be viewed. The Lion's Club could consider donating more benches to local businesses.
 - The muddiness of the dog park was discussed. Public Works will look to see if anything can be done at this time or if it should wait until the frost leaves the ground.
 - The Park Board asked to discuss at the next meeting the parameters for memorials and plaques.
6. Review of Park Priorities for 2024
- Administrator Bromeland read an email from Chair Horkey, who was unable to attend today's meeting, which included his priorities for the Park Board. His priorities included pickleball/tennis courts in Frazee Park where the volleyball courts are, a t-ball field in the shade in Frazee Park and dredging the pond in Lake Eagle Park.
 - Due to time constraints 2024 Park Board priorities will be discussed at the March meeting. It was noted that it would be best to have this as the sole agenda item for that meeting.
 - Park Board members were asked to email Kerry with their priorities so that she can compile a list and that that list be emailed to the Park Board members one week in advance of the next meeting.
 - All Park Board members were encouraged to attend and work all Park Board events, stating this is a working board.
7. Community Forestry Member Presentation at Upcoming Meeting
- Administrator Bromeland stated that the Community Forestry person would like to attend a future park board meeting.

Respectfully Submitted,

Kerry Rausch
Deputy Clerk