

**CITY OF SCOTTSBLUFF, NEBRASKA**  
**Scottsbluff City Hall Council Chambers**  
**2525 Circle Drive, Scottsbluff, NE 69361**  
**PARK, CEMETERY, AND TREE BOARD**



**Wednesday, December 11, 2024**

**6:00 PM**

**Welcome and Call to Order:** Meeting was called to order by Dan at 6:02 PM

**Nebraska Open Meetings Act:** For all interested parties, a copy of the Nebraska Open Meeting Act is posted on the bulletin board at the south wall of the Council Chambers.

**Roll Call:** Dan, Megan, Ashlee, Larry, and Kasandra Present. Gene and Carolyn Absent. City staff present Matt, Trevor, and Tevia.

**Notice of changes in the agenda by the Park Board President:** no changes

**Citizens with business not scheduled on the agenda:** no one present

**Minutes:** motion to approve the minutes of the October 9, 2024 meeting Motion made by Kasandra, 2<sup>nd</sup> by Larry. Motion carried.

**Financial Reports:** Larry provided financial reports

- a. Park Foundation – \$5,927.68
- b. Cemetery Foundation - \$440.23

Larry informed the group that there were no changes from the last meeting.

Motion made to accept the financial report by Megan, 2<sup>nd</sup> by Kasandra, motion carried.

**Park and Cemetery Updates:**

**Matt**

- Westmoor Park – The pickleball courts project is moving along, pour has been completed and fence posts are up and electrical for lighting has been done to be able to pour the light foundations.
- Cleveland Field – Outfield fence is being worked on, all posts and top rails are done. Will start putting up the fence material soon. Time consuming part will be inserting the privacy slats.
- Veterans Park – Demo has started on the old tennis courts and basketball court. City crews will work to finish this and then will form and pour the concrete pad for the new mini-pitch system. Bathroom remodels will hopefully start in January.
- Riverside Campground – Demo has been completed on the bathrooms, renovations will continue this winter and early spring to have them done before the campground opens.

- Riverside Park – New irrigation system installed at the Kiwanis playground. Will plant grass in the spring. Will improve this park and get a project done that Kiwanis has been wanting for several years.
- Trees – Planted 23 trees in several parks throughout the city.
- Cemetery – Work is moving along on the new office building. The project was long overdue and the current office isn't a great environment for people coming in to purchase burial plots.
- Regional Tree Board Meeting – Meeting was last Friday and had information on the Tree Plotter system, Tree City USA applications and Ordinances/Bylaws that should be considered for the boards. Should be something the board looks into this year, some changes could help with members, such as zip codes instead of city limits.
- Tree City USA Application – Started working on the application, but have some time as it is now due in January. With the University mandatory shutdown for 2 weeks in December, they have moved the deadline to January. We are finishing compiling the data and will be able to complete the application pretty quickly.

### **Trevor**

- Purchased two new pieces of equipment, Kubota RTV1100 for spraying other tasks and a Kubota Utility Tractor. Both were from Sandberg's and both on the lot. Have the RTV, waiting for the Tractor to get turf tires.
- Started taking down trees that need to be removed. Took 3 down in Pioneer Park and have 22 more to go in other parks. Most will be at Lander's. Will look to plant more in the spring. Trees will be cut into firewood to use in the campground.
- Composting and winterization have been completed.
- Mulch from the last round of trees being removed will be used to mulch all parks.
- Have a full-time position open right now. Discussion around positions and possible changes to them to help incentivize them to get their applicators license could be coming as we don't spray any restricted chemicals and could take that requirement out of the maintenance workers job description.

Dan asked if the seasonals worked out with the 16-year-olds. Trevor said that it worked well and we utilized the pathway to get them where they needed to be. Will do the same again this coming season.

### **Tevia**

- Tree lighting event went well and was well attended. Parade tie-in was great as the parade was the largest one yet. There is drone footage of the event and it received good publicity. DSA will take over the tree lighting event to be able to tie it into the parade more.
- Jingle Jog – Had 49 registrations, so a good first year. Riverstone didn't do any advertising which could have helped with getting it out there. Received good feedback from runners and the snack stations. Explained that changes are already being talked about and will do things more how we want next year. Megan provided feedback from

the Rotary snack station, they would love to do it again and feel more participants is key. Could have more snack stations along the long stretch on 5<sup>th</sup> Avenue. KNEB would like to be a sponsor and would be a big boost in promotion. They also thought a snack station competition would help get the stations more involved. Runners would then vote on their favorite and the winners would get a prize. Tevia also talked about other runs that could happen, would like to have one that is dog friendly.

Kasandra asked about the feedback that was received. Runners would like to keep it a 5K and liked the route. Would like more markings to make sure they are going the right direction. Treat stations will be worked on as runners didn't have a way to take the treats and keep them throughout the race.

- Bunny Suit – Need to start researching and looking for a new bunny suit. Megan has a link that she will share. Easter is later this year, April 20<sup>th</sup>. Have more time to get the candy, but the bunny suit should be done before the next meeting.
- Recreation Software – Have purchased a new software to help with our programs & reservations. Will allow online registrations, league management, schedules, races, etc. Will also do the park reservations. Will allow us to capture customer data and be able to market events, etc. to them to help with participation.

**Other Business:** nothing on the agenda

### **New Business:**

Kasandra notified the board that she is moving to Gering and will have to resign from the board. Megan asked if she knew anyone that could replace her. Dan said that Jordan Colwell had been interested previously and will talk with him. The board asked about having a city council representative and who was assigned to them. Matt and Kasandra stated that the board wasn't on the list at the council meeting. Will have to talk with Kevin Spencer about getting a representative. Megan also asked if the new city council members need to be invited to a meeting. Or do they invite all council members to attend. Megan asked if each board member could reach out to a council member to invite them, but Dan said he would attend a city council meeting and invite them all to the next meeting.

Ashlee was approached about the soccer complex not having lighting at the fields. They had to have tournament games during the week and it was getting dark before the games would finish. Asked why all the other sports complexes have lights and soccer can't get them. Megan mentioned that Mike Downey had said something about funds available for lights, but no one is aware of these funds. Matt provided information on a quote received just for the equipment to light the championship fields was \$650,000 without any installation costs. It is very expensive to light such a large area. Matt also provided information on how the 23Club was able to get new lighting and that grants were obtained and then the city helped finish the project. Matt has been working with Nate Rock on possible grants and other upgrades at the soccer fields. New scoreboard has been purchased and will be installed to have 2 scoreboards on the championship fields. They are also doing some changes to the locker rooms to make them nicer and the city will help with some items there. Ashlee suggested that other communities could be approached to help

as they all utilize the fields for their kids to play soccer. Matt said that work is being done on the possibility of lights and will continue to work with the WNFC and WNCC on this project.

Megan asked Larry about the bank account for the New Park funds. Larry talked about the different options for the Rotary funds as well as the other accounts that would be interest bearing. Megan took the account sheet to review with Rotary.

**Schedule Next Meeting:** Meeting will be February 12, 2025

**Adjournment:** Kasandra made motion to adjourn at 6:56 PM, 2<sup>nd</sup> by Larry. Motion carried.