

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



Wednesday, October 8, 2025

6:00 PM

Welcome and Call to Order: Meeting was called to order by Dan at 6:00 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, Larry, and James Present. Ashlee 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: none

Minutes: motion to approve the minutes of the August 13, 2025 meeting. Motion made by James, 2nd by Larry. Motion carried.

Financial Reports: Larry provided financial reports.

- a. Park Foundation - \$5,919.68
- b. Cemetery Foundation - \$440.23

Larry discussed moving funds to an interest bearing account as was talked about in previous meetings. Funds are rarely spent, so gaining interest would be beneficial. There are different options for doing this and will have to be researched a little more. Asked about the Rotary funds for the new park and if they were still planning to move them to our account. Megan will follow up on this and get back to the board on if everything is done to move the funds and what the process will be. Also discussed the possibility of moving banks, currently use Riverstone Bank.

Motion made to accept the financial report by Megan, 2nd by James, motion carried.

Park and Cemetery Updates:

Matt

- Matt, Trevor, and Tevia attended the NE Recreation & Parks conference in Kearney last week. Was a good conference with tours of Kearney facilities and parks. Had some good education sessions, learned a lot more about inclusive playgrounds. Got to network and talk with other parks & rec professionals.
- Veterans Park – Final work around the mini-pitch has started. The pitch is built and just waiting on lights to be connected. Dirt work and sprinklers being worked on now to complete the project. We were awarded the 10 Free Trees grant to be utilized in Veterans Park. They will be planted this week after more dirt work is completed.

- Riverside Campground – Closed last week. Matt is starting to look into possible improvements, host options and booking software. Had trouble with host not being there and doing the appropriate cleaning. Could possibly go host free or with a seasonal maintenance worker.
- Cemetery – Sewer line has been completed for the new office. Tree was removed on Monday where the new office will sit. New office work may begin in November, schedules to be updated as soon as they are known. Urban & Community Forestry Grant work started this week, marked 28 trees for removal in year 1 of the grant. Focused on high risk and large trees that will require a crane. Have 15 trees being planted next week as part of the grant. Grant includes tree removal, pruning, and planting.
- Tree Inventory project is pretty much complete, could do more in Riverside Park with the help of UNL Forestry staff. Will work with Kaden on the additional work as our staff has limited time to do any more plotting. Also need to inventory what is alive near the pedestrian bridge. Discussed the challenges with the landscaping around the bridge and possibilities in making it more attractive.
- Budgets were all approved with all our CIP items as well. New lights at Lacy Park were also included and approved. Will be a good project that will start in January or February.
- Matt sent information on the Western Regional Tree Board meeting that was moved to Friday, October 10th at 8:30am. Matt will join the meeting and asked any board members available to also join.
- Larry asked about the porta-pottie at Westmoor Park. It was vandalized and taken away until a new spot could be identified. Matt left Paradise a message on new location and asked to get a new one placed as soon as they could.

Trevor

- Broadleaf spraying has been done at all parks except Lacy Park. Without water at Lacy for so long, didn't spray it.
- Lacy Park – Water is back on. Pump is more powerful than expected, so the clock had to be upgraded to accommodate.
- Have marked 32 trees for removal, majority of them are in Riverside Park. Many of the old Cottonwoods are in rough shape and need to come out.
- Went to Peaceful Prairie Nursery and purchased 17 trees and 90 perennials.
- Retaining wall has been completed in front of the shop. Vacuum breaker will be installed by the water dept this week and will then add sprinklers and drip. Most of the perennials will be planted here as well as a tree. A much overdue project is now getting done.
- Fertilizer will be delivered on Monday and applied on Tuesday and Wednesday in all parks.

- Probably did the last mowing this week, might have to do certain parks if needed.
- Board asked about staffing, we are currently fully staffed and still have 2 seasonals.

Tevia

- Beef, Beans, Bluegrass Festival kickball tournament went well and we had a total of 8 teams. Will look at doing it again next year, but probably only have adult league.
- Holiday event planning is starting and will happen more after the next two events. Will work together with the Downtown Association. They met with Kevin and asked for more involvement from the city.
- Christmas tree lighting and parade planning is underway, will pick up more after the Husker Party event.
- Jingle Jog – Will start working on a theme and finding booths along the route. Route was a little confusing last year, so looking at changing it up. Trying to have booths be more involved, so looking at a prize for the best booth for holiday spirit or theme.
- Talked with Hastings about a couple of events they do to get some additional ideas. One is a scarecrow decorating contest and a light contest that could be done around the holidays.
- Husker party in the Plaza will be October 17th. Scottsbluff & Gering both have away games that night and the Husker are away as well. Allo is partnering with us and will be bringing a couple of LED screens as well as our big screen for showing the game.

Other Business:

None

New Business:

- New Board Member – Matt asked board if they had any recommendations on a new board member with the resignation of Eugene Batt. Dan had talked to a couple of people, but neither were interested. Kevin may have a possible candidate; Matt will follow-up with him and update the board.
- Kite Festival – Festival is this weekend. Tevia updated board on 7 vendors and 9 food trucks. Layout has food trucks along the north side of the practice fields and vendors in that same area but in the grass. Competition field will be used for public flying and practice area is for the commercial flying. Will have games, candy cannon, and kite making there for kids. May also have a bounce house. Advertised the event as much as possible on Facebook, KNEB news and Facebook, TV interview, and hung flyers in area businesses. Larry asked about advertising events at the schools, we will look into doing this going forward. Had many great sponsors and they are being recognized on Facebook and will have banners at the event. Tevia asked for any volunteers.

- Husker Watch Party – Will be Friday, October 17th. Will have food trucks there that were asked by invite only as Tevia was looking for tailgate type food. ALLO is the main sponsor and will be helping stream the game and bring a couple of additional TVs. Tevia has asked Blossom Shop about getting balloons to launch on first TD. Board suggested talking with the high school as well, they do balloons at their home games. Tevia asked for volunteers to help setup. Setup will start at 3:00pm with Parks guys putting up the big screen. Could really use help with the projector and speakers.

Schedule Next Meeting: Meeting will be December 10, 2025

Adjournment: Megan made motion to adjourn at 6:47 PM, 2nd by Larry. Motion carried.