



**"OPEN MEETINGS ACT"**

**City of Blair Regular Parks, Recreation and Cemetery Advisory Board  
Meeting  
City Council Chambers  
July 15, 2025 - 5:30 PM**

**A Copy of the "Open Meetings Act" Has Been Posted at Both Exits**

**AGENDA**

**NOTE: A current copy of the agenda can be obtained at the City Clerk's Office at 218 S. 16th Street, Blair, Nebraska or on the City website at [www.blairnebraska.org](http://www.blairnebraska.org). The City Council reserves the right to go into Executive Session at any time.**

- 1.Meeting called to order by Chairperson Jensen at 5:30 p.m.
- 2.Roll Call of members.
- 3.Approval of minutes from the June 17, 2025, meeting.
- 4.Budget report for June, 2025.
- 5.Discussion and possible action regarding a formal recommendation to the City Council to locate the Dog Park next to the Black Elk-Neihardt Park playground at Adams Street and Stone Creek Drive.
- 6.Discussion and possible action regarding sidewalk and right-of-way cleaning and maintenance in the downtown area.
- 7.Staff Report.
- 8.Motion and second by Council members to adjourn the meeting.

**A Copy of the "Open Meetings Act" Has Been Posted at Both Exits**

City of Blair Regular Parks, Recreation and Cemetery Advisory Board Meeting  
June 17, 2025

Agenda Item #1 - The Parks, Recreation and Cemetery Advisory Board met in regular session in the City Council Chambers on June 17, 2025 at 5:30 PM. The following were present: Betsy Anderson, Joe Burns, Neil Jensen, Kristi Rounds. Absent: Sarah Boeka and Todd Wick. Also present were City Administrator Green, Director of Public Works Heaton, and Non-Lawyer Assistant Ferrari.

The Chairman publicly stated to all in attendance that a current copy of the Nebraska Open Meetings Act was available for review and indicated the location of such copy posted in the room where the meeting was being held. Notice of the meeting was given in advance thereof by publication in the Enterprise or the Pilot -Tribune as shown by the affidavit of publication filed in the City Clerk's office. Notice of the meeting was simultaneously given to all members of the Parks, Recreation and Cemetery Advisory Board, and a copy of their acknowledgement of receipt of notice and the agenda is filed in the City Clerk's office. Availability of the agenda was communicated in the advance notice and in the notice to the Board of this meeting. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public.

Agenda Item #2 – Roll Call of members - Meeting called to order by Chairperson Jensen at 5:30 p.m.

Agenda Item #3 - Approval of minutes from the April 15, 2025 – Motion by Betsy Anderson, second by Kristi Rounds to approve the Minutes from April 15, 2025 meeting. Betsy Anderson: Yea, Joe Burns: Yea, Neil Jensen: Yea, Kristi Rounds: Yea, Todd Wick: Absent, Sarah Boeka: Absent: All members voted: Yea: 4, Nay: 0, Absent: 2

Agenda Item #4 - Budget report for April 2025 and May 2025 – Chairperson Jensen presented the April 2025 and May 2025 budget for review. No action required.

Agenda Item #5 - Request by Brent Fullmer for a recommendation to the Mayor and City Council to reallocate the funds originally donated for pump track – Brent Fullmer, 1403 Wright Street, requested the Board recommend his plan for reallocation of funds to the Mayor and City Council. He contacted all the donors, obtained their approvals and successfully updated the fund name at the bank. All necessary steps have been taken to utilize the funds as needed. Non-Lawyer Assistance Ferrari requested confirmation regarding the KENO funds. Fullmer stated the funds have been allocated to them, but they have not been received. Anderson, Burns and Jensen asked for additional information on location of the pump track and any additional expertise that may be needed. Fullmer stated that at this stage the focus is on the study. Further details regarding location, infrastructure, etc. will be provided in the future. He confirmed that once the study is complete, he will present the findings to the Board for further discussion. Motion by Neil Jensen, second by Kristi Rounds to recommend approval to the Mayor and City Council to reallocate funds originally donated for pump track, as presented. Board members voted as follows: Betsy Anderson: Yea, Joe Burns: Yea, Neil Jensen: Yea, Kristi Rounds: Yea, Sarah Boeka: Absent, Todd Wick: Absent. All Board members voted: Yea: 4, Nay: 0, Absent: 2

Agenda #6 - Discussion regarding the proposed Code of Conduct and possible recommendation for approval to the City Council – Public Works Director Heaton presented the proposed Code of Conduct prepared by Pool Manager, Ashley Clary. Recently, there have been some instances that have required disciplinary action. To ensure Clary and her workers have the necessary support, she requested the implementation of a Code of Conduct. This code includes: 1) Respectful Behavior, 2) No Horseplay or Roughhousing, 3) Supervision of Children; 4) Swim Attire and Hygiene; 5) Alcohol, Drugs, and Smoking; 6) Flotation Devices, 7) Obey Lifeguards and Staff; and 8) List of violations if code is broken. A three-strike policy is in effect except for #5 and #7 which results in an immediate one-day suspension. Andersen indicated that she was in full support as they provide respect and safety for pool employees. Heaton stated that it has staff approval and if the Park Board agrees, it is set to appear on the June 24<sup>th</sup> City Council Agenda. Motion by Kristi Rounds, second by Betsy Anderson to recommend the approval of the Code of Conduct for the Blair City Pool and forward to the Mayor and City Council for consideration. Board members voted as follows: Betsy Anderson: Yea, Joe Burns: Yea, Neil Jensen: Yea, Kristi Rounds: Yea, Todd Wick: Absent; Sarah Boeka: Absent. All Board members voted: Yea: 4, Nay: 0, Absent: 2.

Agenda #7 - Preliminary discussion regarding the annual budget – Public Works Director Heaton presented the initial draft of the annual budget. He recently met with Parks Supervisor Bilslend and they compiled a list of the needs and wants for the Parks Department. A few of the large items include: 1) an increase in funds to allow more maintenance and upkeep within the parks; 2) a facility study for the park's workshop for possible expansion; 3) New prefabricated restrooms at Bob Hardy RV Park; 4) A Bobcat Toolcat to replace the Kubota; 5) A fertilizer buggy; 6) An equipment trailer; 7) Funds to standardized park signs, equipment and furniture; and 7) a new pick-up truck. Also, to prevent vandalism at the parks, Heaton requested funds for security cameras and installation. Jensen questioned if the purchase of the fertilizer buggy would be more economical than bidding the jobs out. Bilslend confirmed the buggy would allow them to control more weeds and provide flexibility. It will also help during the winter with salting. Heaton stated the budget will continue to be reviewed and adjusted leading to the City Council budget workshop scheduled for July 29, 2025.

Agenda #8 - Staff Report - Public Director Heaton highlighted a few events that have taken place since April's meeting. James Bilslend was promoted to Parks Supervisor and Tory Ladner was hired as the Assistant Parks Supervisor. Both Bilslend and Ladner embraced their new roles and kicked the summer off strong. Generations Park officially opened on May 14, 2025, Memorial Day services were held at the cemetery, and Gateway to the West Days were held the first week in June. Director of Public Work expressed his appreciation to the Parks Department for their hard work and indicated he received numerous compliments. Heaton also provided an update regarding the dog park. He and City Administrator Green proposed moving the location of the dog park from Steyer Park to Black Elk Park. It would be located next to the playground off Adams Street and the plan will essentially remain the same. They believe Black Elk will be more cost effective as the City can act as general contractor, minimal grading and concrete work will be required, and most of the work can be completed in-house. Also, there is a water line nearby that could be tapped. City Heaton asked the Board for their thoughts and concerns. Jensen asked if any frisbee golf targets would be affected. Green confirmed there could possibly be two, but they can be moved if necessary. Another concern by the members was the necessity of lighting. Andersen felt that minimal lighting may be needed to prevent vandalism. Heaton assured the Board there are many

lighting options to consider if deemed necessary. Jensen and Andersen expressed a desire to proceed minimally and add lighting, additional parking, etc. if necessary. If there are no strong objections, the administration will continue to research and provide additional cost information at the July meeting. There were no strong objections from the Board members. Finally, Director of Public Works Heaton mentioned that Mayor Rump was approached by a citizen wanting to donate money to for the installation of a basketball hoop at Ridgeview Park. Heaton is thinking about putting in a halfcourt slab but it will discuss it further next month.

Agenda Item #9 – Adjournment - Motion by Joe Burns, second by Neil Jensen to adjourn the meeting at 6:39 p.m. Board members voted as follows: Betsy Anderson: Yea, Joe Burns: Yea, Neil Jensen: Yea, Kristi Rounds: Yea, Todd Wick: Absent, Sarah Boeka: Absent. All members voted: Yea: 4, Nay: 0, Absent: 2

Angel Clements, Recording Secretary

PCT OF FISCAL YTD 75.0%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
01-014-5001	SALARIES	320,000.00	.00	238,340.53	74.48	81,659.47
01-014-5002	FICA - CITY SHARE	24,480.00	.00	18,107.71	73.97	6,372.29
01-014-5003	WORKMAN'S COMPENSATION	6,400.00	.00	9,068.95	141.70	2,668.95-
01-014-5004	H.A.L. INSURANCE	120,050.00	520.22	68,028.60	56.67	52,021.40
01-014-5005	RETIREMENT - CITY SHARE	22,400.00	.00	22,186.29	99.05	213.71
01-014-5006	UNEMPLOYMENT COMP	500.00	.00	.00	.00	500.00
01-014-5007	DISABILITY	2,000.00	112.16	995.22	49.76	1,004.78
01-014-5008	PENSION ADMINISTRATION	500.00	.00	153.80	30.76	346.20
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	PERSONAL SERVICES TOTAL	496,330.00	632.38	356,881.10	71.90	139,448.90
01-014-5209	BANK FEES	.00	.00	.00	.00	.00
01-014-5210	LEGAL	4,000.00	45.00	1,124.60	28.12	2,875.40
01-014-5211	AUDITING	2,500.00	300.00	2,338.90	93.56	161.10
01-014-5212	ENGINEERING/CONSULTANT	4,000.00	135.00	3,701.11	92.53	298.89
01-014-5213	PROFESSIONAL SERVICES	150.00	.00	.00	.00	150.00
01-014-5215	EMPLOYEE APPREC/SCHOOLING	1,500.00	37.44	830.34	55.36	669.66
01-014-5216	POSTAGE	100.00	3.00	7.50	7.50	92.50
01-014-5217	PRINTING & PUBLICATION	2,500.00	8.18	385.71	15.43	2,114.29
01-014-5222	TRAVEL EXPENSE	800.00	.00	.00	.00	800.00
01-014-5223	TRAINING EXP/CONF REGISTR	800.00	.00	305.00	38.13	495.00
01-014-5224	DUES	500.00	.00	318.63	63.73	181.37
01-014-5227	SOFTWARE MAINTENANCE	6,500.00	947.79	4,297.58	66.12	2,202.42
01-014-5228	UTILITIES	34,000.00	3,197.96	31,933.61	93.92	2,066.39
01-014-5229	TELEPHONE	3,000.00	273.65	2,547.07	84.90	452.93
01-014-5230	VEHICLE INSURANCE	4,000.00	.00	4,952.13	123.80	952.13-
01-014-5231	LIABILITY INSURANCE	2,500.00	.00	1,456.84	58.27	1,043.16
01-014-5232	BLDG & CONTENT INSURANCE	24,000.00	.00	29,749.12	123.95	5,749.12-
01-014-5236	RADIO MAINTENANCE	100.00	.00	.00	.00	100.00
01-014-5239	MOTORIZED EQUIPMENT MAINT	10,000.00	473.35	10,971.31	109.71	971.31-
01-014-5240	BUILDING MAINTENANCE	40,000.00	2,711.36	18,935.96	47.34	21,064.04
01-014-5241	TREE/STUMP REMOVAL & PLANTING	15,000.00	2,439.90	22,989.86	153.27	7,989.86-
01-014-5244	RECREATION ASSISTANCE	53,000.00	.00	33,085.91	62.43	19,914.09
01-014-5245	MEDICAL	4,000.00	.00	430.15	10.75	3,569.85
01-014-5253	REPURCHASE CEMETERY LOTS	600.00	.00	2,400.00	400.00	1,800.00-
01-014-5258	OTHER OP EXP/FIRE WORKS	7,500.00	.00	20,000.00	266.67	12,500.00-
01-014-5259	BLACK ELK MAINTENANCE	2,000.00	.00	.00	.00	2,000.00
01-014-5263	OPTIMIST BOAT RAMP	3,000.00	.00	.00	.00	3,000.00
01-014-5266	CONTRACT MOWING	80,000.00	16,678.08	46,263.02	57.83	33,736.98
01-014-5281	BUILDING REPAIR STORM	1,000.00	.00	4,000.00	400.00	3,000.00-
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	OPERATING EXPENSE TOTAL	307,050.00	27,250.71	243,024.35	79.15	64,025.65
01-014-5359	OFFICE EQUIPMENT	1,000.00	.00	.00	.00	1,000.00
01-014-5360	OFFICE SUPPLIES	1,000.00	.00	454.51	45.45	545.49
01-014-5361	JANITORIAL SUPPLIES	4,400.00	64.56	1,897.50	43.13	2,502.50
01-014-5363	CHEMICALS	6,500.00	1,366.92	4,470.80	68.78	2,029.20

**BUDGET REPORT**  
**CALENDAR 6/2025, FISCAL 9/2025**

**PCT OF FISCAL YTD 75.0%**

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
01-014-5364	SEED, SOD, ETC	3,000.00	23.98	1,924.25	64.14	1,075.75
01-014-5365	RECREATIONAL SUPPLIES	8,500.00	16.35	9,380.24	110.36	880.24-
01-014-5369	SAFETY EQUIPMENT/TRAINING	1,850.00	17.74	1,249.39	67.53	600.61
01-014-5370	GAS/OIL/DIESEL	8,000.00	636.21	6,107.36	76.34	1,892.64
01-014-5371	UNIFORMS	1,500.00	236.56	2,181.03	145.40	681.03-
01-014-5372	BOOKS & MAPS	100.00	.00	.00	.00	100.00
01-014-5373	SMALL TOOLS	2,000.00	157.29	2,122.96	106.15	122.96-
01-014-5374	SAND/ROCK/GRAVEL	4,000.00	.00	.00	.00	4,000.00
01-014-5383	OTHER EXPENSE MATL & SUPP	3,500.00	181.59	198.58	5.67	3,301.42
01-014-5389	PURCHASE/GRANT	.00	.00	.00	.00	.00
01-014-5395	NON-CAPITAL EQUIPMENT	.00	.00	.00	.00	.00
	EXPENDABLE MAT & SUPPLIES TOTA	45,350.00	2,701.20	29,986.62	66.12	15,363.38
01-014-5399	MOTORIZED EQUIP/GRAVE OPENING	22,500.00	.00	5,500.00	24.44	17,000.00
	RENTAL EXPENSE TOTAL	22,500.00	.00	5,500.00	24.44	17,000.00
01-014-5401	OFFICE EQUIPMENT	7,000.00	.00	.00	.00	7,000.00
01-014-5402	MOTORIZED EQUIPMENT (SMALL)	5,000.00	.00	17,057.56	341.15	12,057.56-
01-014-5403	MOTORIZED EQUIPMENT (LARGE)	30,000.00	.00	37,190.80	123.97	7,190.80-
01-014-5419	OTHER IMPROVEMENTS/PARK SIGNS	4,000.00	.00	.00	.00	4,000.00
	OTHER CAPITAL OUTLAY TOTAL	46,000.00	.00	54,248.36	117.93	8,248.36-
01-014-5502	BUILDING/RESTROOM	25,000.00	.00	.00	.00	25,000.00
01-014-5504	PAVING	20,000.00	.00	2,429.50	12.15	17,570.50
01-014-5519	PLAYGROUND EQUIPMENT	7,500.00	.00	778.92	10.39	6,721.08
01-014-5520	CAPITAL PROJECT/RESERVE	2,700,000.00	3,930.08	2,023,080.35	74.93	676,919.65
01-014-5521	OTHER IMPROVEMENTS	.00	.00	.00	.00	.00
01-014-5523	CAPITAL CONST PROJECT/RES	.00	.00	.00	.00	.00
01-014-5531	RESURFACE TENNIS COURTS	.00	.00	.00	.00	.00
	CAPITAL IMPROVEMENTS TOTAL	2,752,500.00	3,930.08	2,026,288.77	73.62	726,211.23
	PARK TOTAL	3,669,730.00	34,514.37	2,715,929.20	74.01	953,800.80