



"OPEN MEETINGS ACT"

**City of Blair Regular Parks, Recreation and Cemetery Advisory Board
Meeting
City Council Chambers
September 16, 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. 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 August 19, 2025, meeting.
- 4.Budget report for August, 2025
- 5.Discussion and possible action regarding Dog Park Rules and Regulations.
- 6.Discussion and possible action regarding installation of pickleball windscreens.
- 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
August 19, 2025

Agenda Item #1 - The Parks, Recreation and Cemetery Advisory Board met in regular session in the City Council Chambers on August 19, 2025 at 5:30 PM and called to order by Vice Chairperson Boeka.

The Vice Chairperson 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 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 shown hereafter were taken while the convened meeting was open to the attendance of the public.

Agenda Item #2 - Roll Call of members – The following were present: Betsy Anderson, Kristi Rounds, Sarah Boeka and Todd Wick. Absent: Joe Burns and Neil Jensen. Also present were City Administrator Green, Director of Public Works Heaton, and Non-Lawyer Assistant Ferrari.

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

Agenda #4 - Budget report for July, 2025 – Vice Chairperson Boeka stated the budget report for July 2025 is presented for review. No action is required.

Agenda #5 - Discussion and possible action regarding a request to install a half-court basketball court at Ridgeview Park – Public Works Director Heaton stated Mayor Rump was approached by a citizen who requested a basketball hoop be installed at Ridgeview Park. If agreed upon the citizen would donate the basketball hoop. After discussion with various staff members, it was suggested a half-court basketball court be installed at Ridgeview Park. The hoop was purchased for about \$2000 and City staff would do the necessary concrete work. Mindy Rump, 1663 Washington Street, expressed her support for the installation of a half-court basketball court at Ridgeview Park. She believes it is an ideal location. She also noted that the City of Blair does not have any public basketball courts in any city parks at this time and believes it will fill a needed gap. Motion by Betsy Anderson, second by Sarah Boeka to recommend installing a half-court basketball court at Ridgeview Park. Board Members voted as follows: Betsy Anderson: Yea, Sarah Boeka: Yea, Joe Burns: Absent, Neil Jensen: Absent, Kristi Rounds: Yea, Todd Wick: Yea. All members voted: Yea: 4, Nay: 0, Absent: 2. Vice Chairperson Boeka declared the motion carried.

Agenda #6 - Discussion and possible action regarding the dog park location and draft of rules – Public Works Director Heaton reported the recently proposed location for the dog park at

Black Elk-Neihart Park and Adams Street, discussed during July's meeting, raised concerns from multiple residents in the nearby neighborhood. In response, the staff revisited the plan and identified an alternative site within Black Elk-Neihardt Park. This location is on upper portion just south of the water tower. Heaton reviewed all three proposed sites, verifying that each has a water source and will require roughly the same amount of fencing. Cost estimates are as follows: 1) Steyer Park - \$250,000-\$500,000 mainly due to the extensive concrete work required; 2) Black Elk-Neihart and Adams Street (Lower Location) - \$30,500 and 3) Black Elk-Neihart Park (Upper Location) - \$31,700. After discussion, staff recommend the upper location at Black Elk-Neihart Park because of its cost effectiveness, accessibility from the existing trail, and distance from neighborhoods. Board members discussed how existing features such as park benches, trees and bushes will be affected. Heaton also presented a list of rules and regulations for review. Non-lawyer assistant Ferrari addressed the Board. She confirmed that contrary to what a citizen indicated at the recent Council meeting, based on her research, dog park rules and regulations in other cities are separate and not included in Municipal Code books. Board member Andersen requested, at this time, the focus be on finalizing a location, and discussion regarding rules and regulations may continue in the meantime. Motion by Betsy Anderson, second by Todd Wick to recommend re-locating the dog park to upper location of Black Elk-Neihardt Park. Board members voted as follows: Betsy Anderson: Yea, Sarah Boeka: Yea, Joe Burns: Absent, Neil Jensen: Absent, Kristi Rounds: Yea, Todd Wick: Yea. All members voted: Yea: 4, Nay: 0, Absent: 2. Vice Chairperson Boeka declared the motion carried.

Agenda #7 - Discussion and possible action on maintenance of Potters Field at the Cemetery – Public Works Director Heaton stated Potters Field is an area located in the back of the cemetery that many years ago was a designated burial lot for the poor or transient population. It provided a place to be laid to rest at little to no cost. Pastor Richard Thomas, 657 N 22nd Street, indicated that although the graves are very old, they still deserve to be maintained and respected. He requested permission for a group of volunteers from First Lutheran to clear away the overgrown trees and brush in the area on September 6, 2025. Pastor Thomas stated the church has secured funding to pay for eight hours of tree removal services and they have someone lined up who has equipment. The Board expressed concern regarding grave disturbances during clean-up. Park Supervisor Bilslend indicated the department is in support and he will flag any known graves prior to the work being done. City Administrator Green expressed his desires to the Board that they create guidelines for future volunteer groups to assist in the maintenance of Potter's Field as the Parks Department currently lacks the necessary staff to maintain it on a regular basis. Pastor Thomas confirmed that First Lutheran Church intends to continue to provide an annual day of service to assist in the upkeep. Motion by Todd Wick, second by Betsy Anderson to recommend approval for First Lutheran Church to complete a clean-up service project at Potters Field with no expectations to maintain in the future. Members voted as follows: Betsy Anderson: Yea, Sarah Boeka: Yea, Joe Burns: Absent, Neil Jensen: Absent, Kristi Rounds: Yea, Todd Wick: Yea. All members voted: Yea: 4, Nay: 0, Absent: 2. Vice Chairperson Boeka declared the motion carried.

Agenda #8 - Staff Report – Public Works Director Heaton expressed his appreciation to the Parks Department for their help with cleanup from August 9th's storm. He indicated there was significant damage at the cemetery and many trees were lost. The Blair Football Team provided a lot of assistance cleaning up the cemetery and Heaton extended a thank you. He also noted the pool officially closed on August 9th and has been drained for the season. He also reminded Board members of the upcoming budget and indicated it is still in flux.

Agenda #9 – Adjournment - Motion by Kristi Rounds, second by Todd Wick to adjourn the meeting 6:18 p.m. Members voted as follows: Betsy Anderson: Yea, Sarah Boeka: Yea, Joe Burns: Absent, Neil Jensen: Absent, Kristi Rounds: Yea, Todd Wick: Yea. All members voted: Yea: 4, Nay: 0, Absent: 2. Vice Chairperson Boeka declared the motion carried.

BUDGET REPORT
CALENDAR 8/2025, FISCAL 11/2025

PCT OF FISCAL YTD 91.6%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
01-014-5001	SALARIES	320,000.00	28,870.44	323,619.65	101.13	3,619.65-
01-014-5002	FICA - CITY SHARE	24,480.00	2,148.63	24,494.02	100.06	14.02-
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	12,156.75	98,793.57	82.29	21,256.43
01-014-5005	RETIREMENT - CITY SHARE	22,400.00	1,373.89	26,285.94	117.35	3,885.94-
01-014-5006	UNEMPLOYMENT COMP	500.00	.00	.00	.00	500.00
01-014-5007	DISABILITY	2,000.00	154.75	1,149.97	57.50	850.03
01-014-5008	PENSION ADMINISTRATION	500.00	.00	229.05	45.81	270.95
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	PERSONAL SERVICES TOTAL	496,330.00	44,704.46	483,641.15	97.44	12,688.85
01-014-5209	BANK FEES	.00	.00	.00	.00	.00
01-014-5210	LEGAL	4,000.00	.00	1,197.81	29.95	2,802.19
01-014-5211	AUDITING	2,500.00	.00	2,338.90	93.56	161.10
01-014-5212	ENGINEERING/CONSULTANT	4,000.00	135.00	8,285.97	207.15	4,285.97-
01-014-5213	PROFESSIONAL SERVICES	150.00	.00	.00	.00	150.00
01-014-5215	EMPLOYEE APPREC/SCHOOLING	1,500.00	.00	830.34	55.36	669.66
01-014-5216	POSTAGE	100.00	.00	7.50	7.50	92.50
01-014-5217	PRINTING & PUBLICATION	2,500.00	9.09	403.43	16.14	2,096.57
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	217.11	4,863.94	74.83	1,636.06
01-014-5228	UTILITIES	34,000.00	3,086.19	38,738.11	113.94	4,738.11-
01-014-5229	TELEPHONE	3,000.00	270.62	3,088.31	102.94	88.31-
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	.00	11,936.42	119.36	1,936.42-
01-014-5240	BUILDING MAINTENANCE	40,000.00	448.46	20,490.65	51.23	19,509.35
01-014-5241	TREE/STUMP REMOVAL & PLANTING	15,000.00	.00	25,189.86	167.93	10,189.86-
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	2,800.00	466.67	2,200.00-
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	16,521.66	83,593.18	104.49	3,593.18-
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	20,688.13	298,062.20	97.07	8,987.80
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	207.69	2,402.44	54.60	1,997.56
01-014-5363	CHEMICALS	6,500.00	99.99	5,900.46	90.78	599.54

BUDGET REPORT
CALENDAR 8/2025, FISCAL 11/2025

PCT OF FISCAL YTD 91.6%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
01-014-5364	SEED, SOD, ETC	3,000.00	.00	1,924.25	64.14	1,075.75
01-014-5365	RECREATIONAL SUPPLIES	8,500.00	.00	9,380.24	110.36	880.24-
01-014-5369	SAFETY EQUIPMENT/TRAINING	1,850.00	82.15	1,458.00	78.81	392.00
01-014-5370	GAS/OIL/DIESEL	8,000.00	1,304.33	8,693.81	108.67	693.81-
01-014-5371	UNIFORMS	1,500.00	236.56	2,713.29	180.89	1,213.29-
01-014-5372	BOOKS & MAPS	100.00	.00	.00	.00	100.00
01-014-5373	SMALL TOOLS	2,000.00	.00	2,156.95	107.85	156.95-
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	175.00	1,444.08	41.26	2,055.92
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	2,105.72	36,528.03	80.55	8,821.97
01-014-5399	MOTORIZED EQUIP/GRAVE OPENING	22,500.00	1,000.00	8,000.00	35.56	14,500.00
	RENTAL EXPENSE TOTAL	22,500.00	1,000.00	8,000.00	35.56	14,500.00
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	3,846.50	19.23	16,153.50
01-014-5519	PLAYGROUND EQUIPMENT	7,500.00	.00	3,805.12	50.73	3,694.88
01-014-5520	CAPITAL PROJECT/RESERVE	2,700,000.00	.00	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	.00	2,030,731.97	73.78	721,768.03
	PARK TOTAL	3,669,730.00	68,498.31	2,911,211.71	79.33	758,518.29

MEMORANDUM

TO: Blair Cemetery, Parks, and Recreation Advisory Board
From: CJ Heaton, Director of Public Works
Date: 9/16/25
Re: Dog Park Rules and Regulations

Attached are the proposed dog park rules and regulations. Looking for suggestions or changes to approve for recommendation to the City Council.

Staff Recommendation: Approve recommending the dog park rules and regulations to the city council.

Financial Impact: \$NA

Mandy Jo Memorial Dog Park

Hours of Operation

30 minutes before sunrise to 30 minutes after sunset

General Dog Park Guidelines

The dog park is for dogs and their owners only – handlers must be 16 years old.

No more than 2 dogs per handler.

Owners must remain in the park and always keep dogs within sight and control.

All dog waste must be cleaned up by the owner.

No Food, Treats, or glass containers permitted in the dog park area.

No smoking or alcohol use in the dog park.

Dog Requirements

All dogs shall be leashed before entering and after exiting the dog park.

Aggressive dogs are not allowed.

Puppies using the dog park must be 4 months old and fully vaccinated.

All dogs must be current on all vaccines and licenses.

Dogs must have a collar with ID tags while in the dog park.

Dogs in heat shall not use the dog park.

Owners are responsible for their dog's behavior and any injuries or damage caused by their dog.

Dogs showing signs of illness shall not enter the dog park.

Dogs should use the appropriate section for the size of the dog.

Reporting Issues and Maintenance Concerns

Emergencies – CALL 911

Animal control issues – 402 426 4747

Park/facility concerns – 402 426 4191 or 402 533 8589

The City of Blair is not responsible for injury, illness, or damage to dogs or people. Use of the dog park is at your own risk.



911 S 20th STREET
 Omaha, NE 68108
 402-597-6296

Estimate

DATE	ESTIMATE NO.
9/12/2025	10375

NAME / ADDRESS
City of Blair James Bilslend 218 South 16th Street Blair, NE. 68008

PROJECT

DESCRIPTION	QTY	U/M	COST	TOTAL
Tuffy Windscreen 7'8" high x 65' wide With 7 Boxed Hemmed Windows - Color: TBD	2		668.00	1,336.00T
Tuffy Windscreen 7'8" high x 31' wide With 3 Boxed Hemmed Windows - Color: TBD	2		316.00	632.00T
Tuffy Windscreen 7'8" high x 56' wide With 6 Boxed Hemmed Windows - Color: TBD	2		575.00	1,150.00T
Tuffy Windscreen 7'8" high x 31'6" wide With 3 Boxed Hemmed Windows - Color: TBD	2		320.00	640.00T
Tuffy Windscreen 8' high x 3' wide Color: TBD	4		60.00	240.00T
Plastic Cable Ties Heavy-Duty 8" Black -Pkg of 100	9		31.95	287.55T
Shipping / Handling	1		464.00	464.00
Sales Tax Exempt			0.00	0.00
TOTAL				\$4,749.55