



## LOWER PLATTE SOUTH natural resources district

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Agenda Item #7

### Memorandum

**Date:** April 14, 2023  
**To:** Each Director  
**From:** Paul D. Zillig, General Manager  
**Subject:** Executive Subcommittee Meeting Minutes

The Executive Subcommittee met at 5:30 pm on Wednesday, April 12, 2023 in the NRD Large Conference Room. Directors in attendance were David Landis, Bob Andersen, Lisa Lewis, Chelsea Johnson, and Tom Green. Others attending included Corey Wasserburger, Dave Potter, and myself.

Chair Landis called the meeting to order at 5:30 pm, made introductions, and welcomed those in attendance. The first item was for the Subcommittee to consider the USDA/Natural Resources Conservation Services and LPSNRD Annual Operational Agreement. Potter reviewed the agreement and reported there were no major changes from last year. It was moved by Andersen, seconded by Green, and unanimously approved by the Subcommittee to **recommend the Board of Directors approve the 2024 Operational Agreement with the USDA Natural Resources Conservation Service.**

The Subcommittee then began the Budget/LRIP review and recommendations. The Subcommittee reviewed the FY'23 accomplishments and FY'24 suggested actions and budget requests along with those for FY'25-28. They discussed the need to also include the Wage Comparability Study on both FY'24 and FY'28. It was reported that the remainder of the personnel costs will be completed after Board action on salary adjustments.

The Subcommittee then discussed staffing and salary adjustments for FY'24. I reviewed the attached April 11<sup>th</sup> memo reviewing last year's process and my recommendations for FY'24. The Subcommittee reviewed the Consumer Price Index (CPI) and Social Security cost-of-living (COLA) information. The CPI information for March was released earlier that day, for the previous 12 months the CPI was 4.9%. The Subcommittee discussed the NRD's history of using this information and it is the best information available, there was support in recommending utilizing the most current 4.9% increase.

I reported that in addition to a cost-of-living increase for staff we also consider salary raises for merit and/or adjustments. I reported that staff has done a good job this year and I was recommending both merit raises and also salary adjustments to retain staff and remain competitive in the job

market. I recommended a total of \$44,000 of increases for merit and adjustments. The Subcommittee discussed the recommendations and their interest in recognizing staff with merit raises and their support for adjustments to remain competitive in the job market.

It was moved by Andersen, seconded by Green, and unanimously approved by the Subcommittee **to recommend that the Board of Directors approve for Fiscal Year 2024 an across the board increase of 4.9% for all salaried and part-time employees, and an additional \$44,000 for merit and adjustments.**

The next personnel consideration was to establish a position for a third Operation & Maintenance Technician. I reported that last year I referred to the need for additional staffing in this area as the workload increases taking care of our completed projects, improved management of our wildlife, wetlands, and recreation areas, and implement emergency action plans for our high hazard dams and operating the Salt Creek Levee and other projects during high water events. The Subcommittee discussed the need to make sure we have adequate staff to accomplish the work required to take care of our projects and property. It was moved by Lewis, seconded by Green, and unanimously approved by the Subcommittee to **recommend the Board of Directors approve adding a third Operation & Maintenance Technician position to the NRD staff, beginning in FY'24.**

The Subcommittee then was updated by Chair Landis on his plans for the Salt Creek Flood Resiliency Subcommittee and Wasserburger updated the Subcommittee on the Notice of Claim related to last year's MoPac Trail bike/pickup accident at 286<sup>th</sup> Street, just west of Elmwood.

There being no further business the meeting adjourned at 6:30 am.

PDZ/pz

pc: Steve Seglin  
Corey Wasserburger