



LOWER PLATTE SOUTH
natural resources district

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Memorandum

Date: June 11, 2026
To: Board of Directors
From: David Potter, General Manager *DP*
RE: Executive Subcommittee June 5th Meeting Minutes

The Executive Subcommittee met at 12:00 noon on Friday, June 5, 2026, via Zoom. Subcommittee members attending included Chair Bob Andersen, Lisa Lewis, Christine Lamberty, and John Yoakum. Directors absent included Tom Green and Dave Landis. Others present were Corey Wasserburger-legal counsel; David Potter, Chris Barber, and Bryce Jensen-staff; and Jennifer Petersen-JRP Mediation & Employment Law. Chair Andersen called the meeting to order and reviewed the agenda.

Consideration of an Engagement Letter with JRP Mediation and Employment Law for Human Resources consulting [Action Item] – Chair Andersen, David Potter, Chris Barber, and Corey Wasserburger provided background on and the benefits of the District’s Human Consultant services to the district in the last five months. Jennifer Peterson has provided a service that has complemented our staff human resources department and has assisted in policies, interviews, etc. The engagement letter from JRP Mediation and Employment Law was provided and identifies the services that Jennifer will provide to the District for the next year. The engagement letter outlines the same agreement terms except that the agreement will be for 12 months instead of six. The continued HR consultant service is consistent with Personnel Policy No. 47: Non-Discrimination and Non-Harassment Policy. Jennifer Petersen discussed her past services and described some of the things she has done and is working on for the District. Discussion followed.

It was moved by Yoakum, seconded by Lamberty, and approved unanimously by the Subcommittee (4-0) to recommend the Board of Directors approve the Engagement Letter with JRP Mediation and Employment Law for Human Resources consulting.

Salt Creek 13th-14th Street Stabilization Project Update [Discussion] – David Potter, Corey Wasserburger, and Bryce Jensen provided an update on the Salt Creek 13th-14th Street Bank Stabilization Project.

It was moved by Lewis, seconded by Yoakum, and approved unanimously by the Subcommittee (4-0) to go into closed session at 12:16.

It was moved by Lewis, seconded by Lamberty, and approved unanimously by the Subcommittee (4-0) to come out of closed session at 12:53.

There being no further business, Andersen adjourned the meeting at 12:54 p.m.

Encl.
ec: file



May 29, 2026

Robert Andersen
Board Chair
Lower Platte South Natural Resources District
P.O Box 83581
3125 Portia Street
Lincoln, NE 68521

Re: Terms of Engagement

Dear Bob:

Thank you for placing your continued confidence in me to represent Lower Platte South Natural Resources District ("LPSNRD") regarding Advice and Counsel (Monthly Retainer). As you know, it is our firm policy to put our representation agreement in writing. We do this to ensure mutual understanding. We will provide billings to you monthly. The format will reflect a chronological listing of services performed on each individual matter for which we have been retained to provide legal service.

We record time in tenth-of-an-hour increments, which time is billed at the then current hourly rate in effect. My current hourly rate is \$350.00. Beginning July 1, 2026 through June 30, 2027, we have agreed that LPSNRD will pay a flat monthly fee of \$1,750.00 per month, which represents approximately five (5) hours per month of work. This fee will include day-to-day employment law counseling, review of individual policies on a case-by-case basis, and some training, if the training is five (5) hours/month or less. Travel time outside of the Omaha metropolitan area will be included as work in the five (5) hours per month.

Larger projects, such as a complete handbook review, position statement, employment investigation, etc. will not be included in the flat fee. Should LPSNRD request such services, we will agree before the work is undertaken, that LPSNRD would like me to complete the work and that it is not included in the flat fee. We will not undertake any work that is not included in the flat fee without an express agreement to do so.

Normally, expenses such as court filing fees, court reporter charges, mileage (outside the Omaha metro area) and the like, will be billed directly to you. In some instances, our firm will advance such costs on LPSNRD's behalf and charge it in the next monthly statement. All bills are due and payable upon receipt unless otherwise indicated on the bill. However, ordinary out-of-pocket expenses, such as copies, research costs, etc. are generally included in the hourly rate.

Robert Andersen
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LPSNRD may terminate our representation by notifying our firm in writing of its desire to have us withdraw as counsel. In such event, you would be required to pay our firm for services rendered and expenses incurred to the date of withdrawal. Such charges would be due and payable on the date of withdrawal as counsel.

We will retain file materials for five (5) years after the termination of the matter, at which time the file materials will be disposed of in a confidential manner. If, at the conclusion of a matter, LPSNRD would like a copy of any file materials, feel free to request a copy in writing.

We trust that all the items referred to above are fairly self-explanatory, however please give me a call if you have any questions or concerns. We hope that our practice of discussing the extent and scope of the arrangement at the outset, along with an explanation of fees and costs, is helpful.

So that our file will be complete, please either print and sign or electronically sign below, thereby indicating your understanding and acceptance of the arrangement described above.

Please return a signed copy of this letter to me—by email is sufficient. I look forward to working with you.

Sincerely,

Jennifer R. Petersen
For the Firm

I agree to the above terms and conditions.

Lower Platte South Natural Resources District

By: Robert Andersen
Its: Board Chair

Date