




## LOWER PLATTE SOUTH natural resources district

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### Memorandum

**Date:** April 12, 2019  
**To:** Each Director  
**From:** Paul D. Zillig, General Manager   
**Subject:** Executive Subcommittee Meeting Minutes

The Executive Subcommittee met at 5:00 pm on Wednesday, April 10, 2019 at the NRD Office in Lincoln. Subcommittee members present included Larry Ruth, Deborah Eagan, Milt Schmidt, Dan Steinkruger, Bruce Johnson, and Ray Stevens. Others present included Kathy Spence, Dan Schulz, David Potter, and myself.

Chair Ruth called the meeting to order and he requested the subcommittee discuss any suggestions to improve the Blue Heron Wetland Bank Administrative Procedures (a copy of the Administrative Procedures is attached). Subcommittee discussion centered on the desire to assist public benefit types of projects. The Subcommittee also discussed several potential changes to the established sales price of the credits, they felt more time was needed to discuss any pricing changes, they plan to discuss pricing again at their next Subcommittee meeting.

It was moved by Johnson, seconded by Schmidt, and unanimously approved by the Subcommittee to **recommend the Board of Directors revise the Blue Heron Wetland Bank Administrative Procedures so wetland mitigation credits will only be available for sale to “governmental agencies” in place of “the public and private parties”.**

The next item on the agenda was to prepare the Subcommittee’s recommendations for the FY’ 2020 Budget/LRIP. I reviewed the FY 2019 Accomplishments for the Program Area: Personnel/Policies/Legislation. The Subcommittee then discussed proposed Actions for FY’ 20 and 21-24. The Subcommittee directed staff to submit for FY’20 the updated Personnel Costs based on the May Board Action, continue with the other FY’ 19 Actions, and add “Retain Consultant to conduct a Wage and Benefits Comparability Study at a cost of \$16,000” & “Meet with City of Lincoln leadership (Mayor/City Council) to discuss natural resources and proposed projects (DMR, Salt Creek Levees, Flood Resiliency Study, etc)” and continue for FY’ 21-24.

The next item on the agenda was to consider staffing and salary adjustments. I reviewed with the subcommittee the attached list of proposed staffing changes for the next 3 years. The list included



the elimination of the unfilled District Planner position, promoting McKenzie Barry to the position of Environmental Education/Communication Coordinator as of May 1<sup>st</sup> and increase salary in accordance with the job responsibility changes, update a couple of job titles/descriptions, and propose the addition of staff in the next couple of years for O&M, Social Media and engineering. It was moved by Stevens, seconded by Steinkruger, and unanimously approved by the Subcommittee to endorse the proposed staffing changes.

The Subcommittee then considered proposed salary adjustments for FY'20. I reported that the March Consumer Price Index (CPI) was released this morning and for the past year the CPI for the Midwest/Urban region was 1.7%. I proposed an additional 0.5% across the board increase to recognize the work of all of the staff and an additional \$24,500 for merit and adjustments to recognize certain staff for their work. The Subcommittee discussed their appreciation of the quality of our staff, the need to recognize good work, and compensate accordingly. It was moved by Schmidt, seconded by Johnson, and unanimously approved by the Subcommittee to **recommend the Board of Directors approve for FY 2020 a 3.0% salary increase for all qualified employees and an additional \$24,500 for merit and adjustment to be determined by the General Manager.**

The next item on the agenda was to consider the attached FY 2020 Operational Agreement with the Natural Resources Conservation Service/USDA. I reported that the agreement was similar to last previous years with an adjustment to the hourly wage for occasional technicians in accordance with the CPI. The Subcommittee directed staff to add cover crops and other non-structural practices as an additional priority for NRD technicians. It was moved by Steinkruger, seconded by Stevens, and unanimously approved by the Subcommittee to **recommend the Board of Directors approve the 2020 Operational Agreement with NRCS/USDA (attached).**

The final agenda item was to discuss how to comply with conflict of interest requirements, potential easement violations, access restrictions to perform project maintenance, and a tort claim from public recreating at Cottontail Lake.

There being no further business the meeting adjourned at 6:50 pm.

PDZ/pz

pc: Steve Seglin