




## LOWER PLATTE SOUTH natural resources district

3125 Portia Street | P.O. Box 83581 • Lincoln, Nebraska 68501-3581  
P: 402.476.2729 • F: 402.476.6454 | www.lpsnrd.org

Agenda Item #8

### Memorandum

**Date:** September 10, 2020  
**To:** Board of Directors  
**From:** Paul D. Zillig, General Manager   
**Subject:** Executive Subcommittee Meeting Minutes

The Executive Subcommittee met at 2:00 pm on Wednesday, September 9, 2020 via video/teleconference. Directors participating were Larry Ruth, Deborah Eagan, Bruce Johnson, Ray Stevens, and Milt Schmidt. Others participating included Steve Seglin, Corey Wasserburger, Nathan Kulhman, David Potter, and myself.

Chair Ruth called the meeting to order and welcomed those participating. Ruth reviewed the agenda and asked for a report on the first item. I reported that the NRD's agreement with the City of Lincoln for use of the former Fire Station #10 property was approved in April for an initial term of 6 months, the agreement is set to expire in mid-October. The agreement allows for an extension of 90 days and the City has requested that the agreement be extended (see attached letter of request). I provided the Subcommittee with a copy of the proposed "Extension of Real Estate License Agreement" (attached). It was moved by Stevens, seconded by Eagan, and unanimously approved by the Subcommittee to **recommend the Board of Directors approve the Extension of Real Estate License Agreement with the City of Lincoln for the former Fire Station #10 property.**

The next item on the agenda was to consider extending several existing authorities approved by the Board due to COVID-19. I reported that these authorizations were approved and/or extended in March, May and June, and needs to be extended again as the pandemic continues to drag on.

The three authorizations are to authorize the Chair to set Board Meeting dates, times and locations; and authorizing the General Manager to set office hours, and grant temporary leave with pay and benefits, all due to the pandemic. It was suggested that these authorities be extended to March 31, 2021. It was moved by Eagan, seconded by Schmidt, and unanimously approved by the Subcommittee to **recommend the Board of Directors authorize the Board Chair to determine regular Board Meeting dates, times and locations, and authorize the General Manager authority to change office hours and to grant temporary leave from job assignments as necessary to respond to emergency conditions, with pay and benefits, thru March 31, 2021.**

The next item on the agenda was a report and discussion on legal counsel's memo on Practical Guidelines for Agendas and Meetings. Wasserburger and Seglin reviewed the memo on the

requirements and reasoning for the legal requirements for agendas and meetings under the Open Meetings Act. A copy of the memo is attached. The Subcommittee appreciated the guidance and asked that the memo also be distributed separately to the Directors.

There being no further business the meeting adjourned at 2:25 pm.

PDZ/pz

Encl. 3

pc: Steve Seglin  
Corey Wasserburger