



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

Item #7

Memorandum

Date: November 18, 2020
To: Each Director
From: Paul D. Zillig, General Manager
Subject: Finance & Planning Subcommittee Meeting Minutes

The Finance & Planning Subcommittee met at 5:30 pm on Tuesday, November 17, 2020. Subcommittee members participating via video/teleconference included Dan Steinkruger, Greg Osborn, Luke Peterson, Vern Barrett, Tom Green, Ray Stevens, Bob Andersen and Gary Hellerich. Other Directors participating via video conference included Larry Ruth and Deborah Eagan. Others participating via video conference included Kathy Spence, Dave Potter, Bryce Jensen, Nathan Kuhlman, and myself.

Steinkruger opened the meeting, welcomed all those participating and reported that the first item on the agenda was a report to answer any questions on the Financial Report and expenditures for October. There were no questions at this time. I reported that the anticipated tax revenues will be lower for the next several months so we'll likely need to manually sweep funds to cover the large number of construction projects currently underway.

The next item on the agenda was to consider proposals received to purchase two pick-up trucks. Jensen first reviewed his memo (attached) concerning the "Diesel Truck Vehicle Proposal" and the proposals received for this purchase. Staff reported that the lowest proposal met all the minimum specifications. The subcommittee discussed the requirements/specs for the vehicle and projected use. It was moved by Stevens, seconded by Osborn, and unanimously approved by the Subcommittee to **recommend the Board of Directors accept the proposal from Baxter Dodge of Lincoln, NE in the amount of \$36,355 for the purchase of a new 2021 ¾ ton diesel regular cab 4x4 pickup truck.**

The second part of this item was to consider proposals received to purchase a new vehicle to be used by one of the work crews. Jensen reviewed his memo (attached) concerning the "Crew Cab Truck Vehicle Proposal" and the proposals received for this purchase and the trade in of a 2014 Ford F-250 with 112,000 miles. Staff reported that the lowest proposal met all the minimum specifications. The Subcommittee discussed the requirements/specs for the vehicle. It was moved by Stevens, seconded by Andersen, and unanimously approved by the Subcommittee to **recommend the Board of Directors accept the proposal from Andersen Ford of Lincoln, NE**

in the amount of \$19,118 for the purchase of a new 2021 ¾ ton crew cab gas 4x4 pickup with trade in.

The next item was a report on upgrading the Director tablets. I reported that approximately 6 years ago the District Board meetings went paperless and tablets were available for use by Directors to access the Board Meeting materials, etc. The use of the tablets has increased for accessing materials for Subcommittee Meetings and now participating in virtual meetings. Kuhlman reported that many Directors would find that a laptop offers more beneficial features and also allows Kuhlman to access the computer and provide IT assistance. I reported that staff will prepare an estimate for consideration in the FY 22 Budget. The subcommittee discussed that the cost to replace the tablets is estimated to be just under \$1,000 each and that Directors would again have the option of using their own computer so we will probably only need a dozen or so.

The next item on the agenda was a follow-up on ways we can provide information on the natural resources benefits of our programs and conservation practices. The Subcommittee reviewed the attached table and reviewed the benefits, including soil health and changes in climate/carbon, in addition to the typical benefits to water quality, water conservation, erosion control, wildlife habitat, etc. The Subcommittee members will review the table and staff will add a paragraph explaining the table. I reported that the next step will be for the Subcommittees to review and provide any input on the ratings on the table. I anticipate that the table will be ready as the Subcommittees begin budget preparation and it can be included in LRIP and other planning documents.

The final item on the agenda was my update to the Subcommittee on using professional services to fill a portion of our future accounting and financial services needs due to Kathy Spence's resignation. I reviewed with the Subcommittee my discussions with the Executive Subcommittee (see Executive Subcommittee Meeting minutes) and the benefits of contracting with the private sector for some of the existing services. I reported that I have met with our auditing firm (HBE) about their available HBE 360 services (attached), discussed a possible scope and requested a draft proposal. I expect to work with F&P Chair Steinkruger and others as we review the draft proposal and bring a proposal to this Subcommittee in December.

There being no further business the meeting adjourned at 6:40 pm.

PDZ/pz

pc: Steve Seglin
Corey Wasserburger