




Memorandum

Date: November 6, 2018
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 Monday, November 5, 2018 in the NRD Office. Subcommittee members present included Dan Steinkruger, Bob Andersen, Sarah Wilson, Don Jacobson, Greg Osborn, and Dick Bolte. Others present included Directors Ray Stevens and Larry Ruth, Jim Smith of Union Bank, Candi Sanders of Union Bank/NPAIT, Phil Luebbert of JEO, Al Langdale, Bryce Jensen, Kathy Spence, David Potter, and myself.

Steinkruger opened the meeting and requested that we go to the first item on the agenda which was a report by Jim Smith, Vice President, Treasury Management Services of Union Bank and Candi Sanders of NPAIT (Nebraska Public Agency Investment Trust) on investment income and services provided to the NRD. Smith reviewed the attached list of services provided, fees waived, and the list of various checking, NPAIT and CDARS (Certificate of Deposit Account Registry Service) accounts including interest income, rates and yields. Smith reported that the rates are currently going up and the NRD funds have good liquidity (money is readily available and not tied up for long periods of time). Smith reported that there are higher interest rates available if the NRD desires to utilize longer fixed term investments. The Subcommittee asked a number of questions of Smith and Sanders concerning the services provided. The Subcommittee asked staff to evaluate the cash flow needs of the NRD and consider utilizing longer fixed term investments, if possible.

The next item on the agenda was to consider two vehicle purchases in the FY 19 NRD Budget. Bryce Jensen, NRD Operation/Maintenance Technician reported that the NRD plans to purchase two pickups and trade in one pickup, a listing of the NRD vehicles was distributed. Jensen reviewed the attached memos outlining the truck dealers contacted concerning the proposal for both the 2019 ½ ton regular cab 4x4 pickup and the 2019 ¾ ton diesel regular cab 4x4 pickup.

Jensen reviewed the proposals received for the 2019 ½ ton regular cab 4x4 pickup and trade in of a 2005 Dodge Ram 4x4 pickup. It was moved by Andersen, seconded by Jacobson, and unanimously approved by the Subcommittee to **recommend the Board of Directors accept the proposal from Lee Sapp Ford (Ashland) of \$18,143.00 for a 2019 ½ ton Ford F-150 pickup.**



Jensen reviewed the proposals received for the 2019 ¾ ton diesel regular cab 4x4 pickup. It was moved by Jacobson, seconded by Osborn, and unanimously approved by the Subcommittee to **recommend the Board of Directors accept the proposal from Andersen Ford (Lincoln) of \$34,831.00 for a 2019 ¾ ton diesel Ford F-250 Diesel pickup.**

The next item on the agenda was to consider contracting for assistance in preparing the NRD's Hazard Mitigation Plan update. Potter reported that the NRD has been approved for 75% funding assistance from FEMA/NEMA. Potter reviewed the process staff followed for consultants to express interest and that JEO was selected as the top priority firm, the proposed contract for services is attached. Phil Luebbert of JEO answered questions of the Subcommittee. It was moved by Andersen, seconded by Osborn, and unanimously approved by the Subcommittee to **recommend the Board of Directors approve the proposed LPSNRD Hazard Mitigation Plan Update agreement with JEO Consulting Group, Inc. for professional services at a cost not to exceed \$80,000.**

The next items on the agenda were several reports. Potter reported that work has begun on the update of the Master Plan, he will be working with the Master Plan Ad-Hoc Subcommittee and they will present the Master Plan to this Subcommittee in early December. I reported that a tract of LES property at 12th & Oak Street was recently declared surplus and the location and site would be suitable for a much needed maintenance yard for NRD operation and maintenance needs (see attached map and information). I reported that staff will need to evaluate the potential use of this floodplain property as a maintenance yard, staff will report back to the Subcommittee in early December. The Subcommittee directed staff to post the audit on the NRD website. The Subcommittee discussed their interest in holding a Director training session to learn more about reviewing and understanding the NRD's financial statement, a workshop will be scheduled in February/March. I also reported that USDA/NRCS will be advancing the NRD \$190,000 in technical assistance funds for the Oak-Middle 82-B watershed rehab project, they will then bill us for the services provided by USDA/NRCS, these funds will result in an NRD budget overrun as these funds were not anticipated or included in the budget.

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

PDZ/pz

pc: Steve Seglin