



**LOWER PLATTE SOUTH**  
natural resources district

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**Memorandum**

**Date:** July 17, 2019  
**To:** Each Director  
**From:** Paul D. Zillig, General Manager  
**Subject:** Finance and Planning Subcommittee Meeting



The Finance and Planning Subcommittee met on Monday, July 15, 2019 at 5:30 pm in the NRD Large Conference Room. Subcommittee members present were Dan Steinkruger, Karen Amen, Luke Peterson, Bob Andersen, Greg Osborn, and Ray Stevens. Others present included Gary Aldridge, Kathy Spence, David Potter and myself.

Chair Steinkruger called the meeting to order. The Subcommittee first reviewed the schedule to complete the budget process. Draft #2 of the Budget will be available this week, tentative approval of the Budget will occur at the July 24<sup>th</sup> Board Meeting, the Budget hearings and the next F&P Subcommittee Meeting will be on August 15<sup>th</sup>, and final approval of the Budget will occur at the August 21<sup>st</sup> Board Meeting.

Steinkruger asked staff to review the attached list of Budget adjustments that were made earlier this month in preparing Draft #1.1 of the Budget (attached). I reported that these 20 adjustments took into account payments made at the end of last fiscal year, recent Board actions, several anticipated expenditures that needed to be carried over to FY'20, and a few items that didn't get included in Draft #1 or are funds needed for new priority projects. The estimated gap between expenditures and revenues was approximately \$3.4M.

The Subcommittee then discussed the valuation, levy, and tax revenue situation since 1997 (attached) and also the anticipated valuation increase of approximately 6.5%. The Subcommittee discussed the proposed \$1M cash reserve and their level of comfort in reducing the cash reserve.

Steinkruger reported that he asked myself to prepare some recommended adjustments to balance the budget. I then reviewed a draft list of "FY 2020 Budget Changes Draft #1.1 to Draft #2." I reported that I reviewed each subcommittee's recommendations and priorities in preparing the proposed cuts, I also utilized updated information on projects/programs, and looked into which projects were not likely to be completed in FY'20. These adjustments closed the gap in expenditures and revenues by \$2.6M, the remaining gap was approximately \$800,000. The

Subcommittee discussed additional cuts, utilizing a portion of the increased tax base due to increases in valuations, and reducing the cash reserve.

After much good discussion, it was moved by Stevens, seconded by Andersen, and unanimously approved by the Subcommittee to direct staff to assume an increase in valuation and include an increase of 5% in tax revenue (\$483,660), reduce the cash reserve by \$300,000 (cash reserve of \$700,000) and direct staff to made the necessary additional cuts of approximately \$20,000 to balance the FY 2020 Budget. The final list of FY 2020 Budget Changes Draft #1.1 to Draft #2 is attached.

It was then moved by Andersen, seconded by Peterson, and unanimously approved by the Subcommittee to **recommend the Board of Directors give tentative approval of Draft #2 of the FY 2020 Lower Platte South NRD Budget, totaling \$31,218,920, for publication and presentation at the Public Hearings.**

The final item on the agenda was to consider a FY 2019 budget overrun (attached). I reported that in late FY'18 the City/NRD completed the most recent Basin Master Plan. The NRD owed \$4,069 for this work that was included in this June's billing from the City. The NRD did not include this FY'18 expense in the FY'19 Budget, resulting in a budget overrun. It was moved by Amen, seconded by Stevens, and unanimously approved by the Subcommittee to **recommend the Board move \$4,069 from cash reserve to Budget Code 471212.**

I then reported that the District has contracted for a Phase 1 Environmental Assessment of the neighboring fire station property in response to the discussion at our last Finance & Planning Subcommittee Meeting.

There being no further business, the meeting adjourned at 7:15 pm.

pc: Steve Seglin  
Corey Wasserburger

## FY 2020 Budget Changes Draft #1 to Draft #1.1

	Budget Code	Subcommittee / Status Code	Description	Expenditure	Revenue
1	421015	I&E /	Master Naturalist Program	+ \$3,500	
2	419003	E / C1	Water Strategies	+ \$600	
3	419016	P / C1	Invasive Species Cost-Share	+ \$30,000	
4		P /	Platte River Bank Cut	+ \$50,000	
5	720300	RF&W /	OCT Trail Relocation	+ \$100,000	
6	419225	RF&W /	Upper Little Salt – SWP	+ \$10,000	
7	770221	U /	SSC #3	+ \$5,900	+\$2,735
8	770221	U /	SSC #4	+ \$42,850	- \$3,575
9	471502 / 303330	F&P / B3	Hazard Mitigation Plan	- \$17,000	- \$25,000
10	447020	U / C1	Antelope Creek – Van Dorn Plaza	- \$10,000	
11	447070	U / A1	Oak Creek – Saunders Ave. Paving	+ \$10,526	
12	775100 / 303332	U / A2	Antelope Creek – 39 <sup>th</sup>	- \$8,000	- \$6,000
13	775300	U / A2	Salt Creek - SWIF	- \$35,800	
14	775400	U / A1	Oak Creek – 14 <sup>th</sup> Weir	- \$2,700	
15	780345	W / A5	North Oak 1-A (Wildwood)	+ \$25,000	
16	419175	W /	UNL / CSD Deep Test Holes	+ \$25,000	
17	419420	I / A4	Drought Contingency Study	- \$1,500	
18	769010	F&P /	Board Room Sound System	+ \$12,000	
19	457000	E /	Salary	+ \$10,564	
20	302175	RF&W /	PCHB – Cochran Cons. Easement		- \$125,000
			<b>TOTAL</b>	<b>+ \$250,940</b>	<b>- \$156,840</b>

7/15/2019

LPS Cash & Investment Decrease in June \$1.15M

### **Subcommittees:**

E – Executive

F&P – Finance & Planning

I&E – Information & Education

I – Integrated Management

P – Platte River

RF&W – Recreation, Forestry & Wildlife

U – Urban

W – Water Resources

**LOWER PLATTE SOUTH NATURAL RESOURCES DISTRICT**

<b>FISCAL YEAR</b>	<b>TOTAL BUDGET</b>	<b>VALUATION</b>	<b>LEVY RATE</b>	<b>TAX REVENUES LEVIED</b>
1997	\$7,613,577	\$10,475,453,521	3.4557	\$3,620,000
1998	\$7,681,111	\$10,142,872,145	3.6512	\$3,703,368
1999	\$8,545,161	\$11,316,175,882	3.8989	\$4,412,042
2000	\$9,381,101	\$12,261,300,590	3.7288	\$4,572,000
2001	\$9,662,882	\$12,947,355,038	3.6719	\$4,754,070
2002	\$13,930,052	\$14,250,681,000	3.6509	\$5,230,000
2003	\$17,940,026	\$14,857,466,952	3.5874	\$5,330,000
2004	\$23,316,815	\$16,853,689,871	3.2258	\$5,436,600
2005	\$22,405,204	\$17,418,990,420	3.2302	\$5,626,000
2006	\$21,426,871	\$18,080,541,602	4.2203	\$7,630,580
2007	\$16,525,437	\$20,361,478,406	4.1598	\$8,469,944
2008	\$16,625,191	\$20,762,406,762	4.1814	\$8,681,692
2009	\$20,279,439	\$21,364,954,807	4.1042	\$8,768,509
2010	\$28,664,822	\$21,397,806,248	4.0979	\$8,768,509
2011	\$28,915,051	\$21,604,510,173	4.0586	\$8,768,509
2012	\$30,949,788	\$22,004,531,174	3.9848	\$8,768,509
2013	\$28,411,289	\$23,227,983,941	3.7749	\$8,768,509
2014	\$23,860,852	\$24,307,449,008	3.6073	\$8,768,509
2015	\$24,176,136	\$25,082,314,869	3.5832	\$8,987,772
2016	\$25,247,907	\$26,854,617,912	3.4472	\$9,257,354
2017	\$26,089,912	\$27,599,480,498	3.3542	\$9,257,354
2018	\$25,620,085	\$29,633,807,341	3.2066	\$9,502,263
2019	\$29,996,404	\$30,991,989,136	3.1212	\$9,673,210

## FY 2020 Budget Changes Draft #1.1 to Draft #2

	Budget Code	Subcommittee / Priority Code	Description	Expenditure	Revenue
1	763010	F&P	Bldg. / Property	- \$100,000	
2	439070	F&P / 3	Director Plan & Cont. Ed.	- \$3,000	
3	421021	I&E / 17	EE Workshops	- \$250	
4	421021	I&E / 16	Teach / Student Scholarships	- \$150	
5	421021	I&E / 15	Special Events	- \$3,000	
6	421023	I&E / 24	Online Promotions	- \$2,000	
7	421023	I&E / 22	NARD Calendars	- \$300	
8	421023	I&E / 21	Publications & Subscriptions	- \$1,000	
9	421023	I&E / 20	Donations & Sponsorships	- \$1,000	
10	439120	I / 3	LPRB Coalition	- \$3,000	
11	419420	I / 5	GW Modeling	- \$5,000	
12	419400	I / 4	Water Cons. Plan C/S	- \$10,000	
13	470012	L / 3	Spec. Cons. Practices C/S	- \$28,500	
14	470010	L / 1	Str. C/S Terraces	- \$100,000	
15	470023	L / 1	SVL 300	- \$50,000	
16	470025	L / 2	Stevens Cr. 75	- \$25,000	
17	470028 / 303222	L / 4	319	- \$90,000	- \$60,000
18	419304	L / 5	Misc. GIS Support	- \$4,000	
19	419306	L / 4	GIS Mapping	- \$5,000	
20	419013 / 303140	P / 12	WQ 319	- \$50,000	- \$30,000
21	419008	P / 3	Ice Jam	- \$12,500	
22	730300	RF&W / 2	Conservation Easements	- \$200,000	
23	469020	RF&W / 2	Private Grass Div. C/S	- \$5,000	
24	447066	RF&W / 6	PCHB Endowment	- \$40,000	
25	Sinking Fund	RF&W / 6	MoPac Connect Sinking	- \$50,000	
26	447060 / 303332	RF&W / 5	LIED Repairs	- \$135,000	- \$135,000
27	730300	RF&W / 10	Saline Wetland Acquisition 150	- \$50,000	
28	471070	U / 13	CAP – General	- \$50,000	
29	778100	U / 14	Floodplain Acquisition 25	- \$10,000	
30	775621	U / 1	Beal Slough 14 – 20 Const. Admin.	- \$10,000	
31	775621	U / 2	Beal Slough 14 – 20 Construction	- \$200,000	
32	775300	U / 2	SWIF 27 – Superior Const. Admin	- \$50,000	
33	775300	U / 2	SWIF 27 – Superior Construction	- \$500,000	
34	447011	U / 30	Non-SWIF Calvert – VD Design	- \$100,000	
35	447011	U / 31	Non-SWIF Pipe Replace 234 + 77L Charleston	- \$125,000	
37	447075	U / 35	Beal Slough – Downstream Hwy. 2	- \$25,000	
38	447020	U / 12	Antelope Creek – VD Plaza	\$0	
39	775400	U / 39	Oak Creek – Upstream I-180 Eng.	- \$7,000	
40	775400	U / 39	Oak Creek – Upstream I-180 Const.	- \$155,000	
41	775400	U / 39	Oak Creek – Upstream I-180 Const. Ob.	- \$20,000	
42	Sinking Fund	U / 1	DMR Flood Reduc. Proj. Sinking Fund	- \$200,000	
43	471220	U / 16	Watershed Unified MP	- \$150,000	
44	471095	U / 21	Storm Water Mgt. C/S	- \$50,000	
45	780220	W / 5	Piening Dam – Const. Obs.	- \$15,000	

	Budget Code	Subcommittee / Priority Code	Description	Expenditure	Revenue
46	780220	W / 5	Piening Dam – Construction	- \$138,000	
47	470081	W / 1	Stream Headcut C/S	- \$80,000	
48	775400	U /	Oak Creek – Weir Construction	- \$26,957	
			<b>TOTAL</b>	<b>- \$2,885,657</b>	<b>- \$225,000</b>

7/17/2019

**Subcommittees:**

E – Executive

F&P – Finance & Planning

I&E – Information & Education

I – Integrated Management

P – Platte River

RF&W – Recreation, Forestry & Wildlife

U – Urban

W – Water Resources

Fiscal Year 2019 BUDGET OVERRUNS

<u>Code</u>	<u>Description</u>	<u>Annual Budget</u>	<u>Y-T-D Actual</u>	<u>% of Budget</u>	<u>Month</u>	<u>Explanation</u>	<u>Finance and Planning Subcommittee Recommendation/Date</u>	<u>Board of Directors Action/Date</u>
465001	Sales Tax	2,606	3,608	138.45%	January	More sales tax has been collected, so more sales taxes have been paid by the NRD.		
419006	LPRCA Programs, Studies, & Projects	118,868	136,198	114.58%	April	\$5,608 was budgeted to complete the LPRCA Waste Quality Management Plan. EPA reviewed the plan and required additional work totaling \$14,963.		Funds taken from of LPRCA "reserve" funds held by LPSNRD
447066	PCHB O&M / Project Coordination	104,619	136,529	130.50%	May	\$40,000 NRD assistance to the City was coded to budget code 730200 PCHB "capital asset" instead of 447066 PCHB O&M, resulting in a budget overrun for 447066.	Finance and Planning Subcommittee recommends to the Board to move \$40,000 from budget code 730200 PCHB to 447066 PCHB O&M.	
<b>471212</b>	<b>Oak Cr, Lynn Cr, N Salt Cr, Tribs Master Plan</b>	<b>0</b>	<b>4,069</b>		<b>June</b>	<b>Was not aware of this remaining bill for the Master Plan, no funds budgeted. Utilize funds from cash reserve.</b>	<b>Finance and Planning Subcommittee recommends the Board move \$4,069 from cash reserve to budget code 471212.</b>	

Per LPSNRD Operating Policy F-12 Budget Account Overruns.

For accounts of \$10,000 (net NRD) or less - when expenditures exceed amount budgeted by less than 20% a written explanation will be included on monthly financials.