




## 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

### Memorandum

**Date:** March 10, 2023  
**To:** Each Director  
**From:** Paul Zillig, General Manager   
**Subject:** Finance & Planning Subcommittee Background Information

The Finance & Planning Subcommittee will meet at 1:15 pm on Wednesday, March 15<sup>th</sup>, just prior to the Board Meeting. The Subcommittee has three agenda items, listed below is a summary of the potential action items.

**6a. Financial Report, July 1, 2022 through February 28, 2023 and publication of expenditures for February 2023.** - This will be a discussion item only for the Subcommittee and it will be brought to the full Board.

**6b. Report and approval of the proposed FY'24 Budget/Long Range Implementation Plan (LRIP) Schedule.** - The proposed schedule is attached. Similar to last year with Subcommittee Meetings in April-May to provide input to the 1<sup>st</sup> Draft of the Budget that will be presented at the June Board Meeting. Tentative approval of the Budget at the July Board Meeting with public hearings on the Budget in early August. Final Budget approval at the August Board Meeting. Final tax levy public hearing in September with Board approval of the tax levy and LRIP at the September Board Meeting. Public input will be encouraged throughout the process but strongly encouraged earlier in the process.

**6c. Consideration of NRD vehicle purchase proposals.** The NRD needs to consider purchasing a vehicle (FY 23 Budget includes \$50,000 for 2 vehicles with trade-ins, with no funds spent to date). Attached is a memo from Bryce Jensen with information on the District's vehicles, criteria, and purchase process. Dealerships are again low on inventory and not interested in submitting proposals under a dealership fleet sales method. Staff is working on getting short-term proposal(s) for a midsized SUV (includes a trade-in) and will provide that information to the Board early next week.

PDZ/pz

Enc. 2

pc: Steve Seglin & Corey Wasserburger

**SCHEDULE FOR UPDATE OF LONG RANGE  
IMPLEMENTATION PLAN (LRIP) AND PREPARATION AND CONSIDERATION OF  
FY2024 BUDGET**

Subcommittee Meetings on LRIP & Budget

LRIP Accomplishments - FY2024 Proposed Actions/Budget to be mailed out one week before subcommittee meets

April-May 2023	Executive Subcommittee Urban Subcommittee Water Resources Subcommittee Recreation, Forestry & Wildlife Subcommittee Land Resources Subcommittee Platte River Subcommittee Finance and Planning Subcommittee Information & Education Subcommittee Integrated Management Subcommittee
Thursday May 26, 2023	Deadline for Budget Recommendations
Friday, June 9, 2023	Draft #1 Budget Prepared & Distributed by Finance and Planning Subcommittee
Wednesday, June 14, 2023 (5:30 PM)	Finance and Planning Subcommittee
Wednesday, June 21, 2023 (6:00 PM) (Note: starting time is 6:00 PM)	<b>Board of Dir Mtg &amp; Public Input Session</b>
Wednesday, June 28, 2023 (5:30 PM) (if needed)	Finance and Planning Subcommittee
June 30, 2023	End of Fiscal Year 2023
July 1, 2023	Start of Fiscal Year 2024
Wednesday, July 12, 2023 (5:30 PM)	Finance and Planning Subcommittee
Wednesday, July 19, 2023 (7:00 PM)	<b>Board of Dir Mtg &amp; Tentative Budget Approval</b>
Wednesday, July 26, 2023	Budget on file with District
Wednesday, August 2, 2023	Publish Notice of Budget Hearing (Must be posted 4 days before meeting) *Special Notice for hearings on certain property tax changes*
Wednesday, August 9, 2023 (5:30 PM)	<b>Public Hearing on Budget *Special Notice for hearings on certain property tax changes*</b>
Wednesday, August 9, 2023 (6:00 PM) (immediately after hearing)	Finance and Planning Subcommittee
Wednesday, August 16, 2023 (7:00 PM)	<b>Board of Dir Mtg and budget approval</b>
Monday, August 21, 2023	County Assessors' Certification of Valuations
Monday, August 30, 2023	Publish Notice to Set Final Tax Request (send to newspaper)
Wednesday September 13, 2023 (5:30 PM)	Special Hearing to Set Final Tax Levy
Wednesday, September 13, 2023 (6:00 PM)	Finance and Planning Subcommittee Tentative LRIP Approval & Tax Levy Rate Resolution
Wednesday, September 20, 2023 (7:00 PM)	<b>Board of Dir Mtg and approval of LRIP and Tax Levy Rate Resolution</b>
Friday, September 29, 2023	Deadline to file state budget and certify required property tax amount w/ Counties & State (New Deadline of the 29th)
Tuesday, October 10, 2023 (5:30 PM)	Finance and Planning Subcommittee -Auditors Present Audit
Wednesday, October 18, 2023 (7:00 PM)	<b>Auditors Present Audit at Board Meeting</b>

Updated 3/9/23



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### Memorandum

**Date:** February 24, 2023  
**To:** Paul Zillig, General Manager  
**From:** Bryce Jensen, Operations/Maintenance Technician *BJ*  
**Subject:** Vehicle Trade

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Fiscal Year 2023 has in its budget the purchase of a new vehicle with trade. There are currently 21 vehicles in the LPSNRD fleet (attached). Circulating vehicles out of the fleet each year for replacement, there is approximately an 8-10 year rotation on vehicles. However, some adjustments do get made for vehicles in which mileage, condition, or changes in needs suggest it to be replaced earlier or kept longer. Using set criteria for vehicle replacement, circulating vehicles out of the fleet before extensive miles or wear and tear to the vehicle allows the district to receive fair to good trade allowances on the purchase of new vehicles.

Below are the criteria considered by LPSNRD staff for vehicle replacement:

Year- Age of the vehicle.

Mileage- Miles currently on the vehicle. Goal of 100,000 miles at time of trade unless other factors indicate the vehicle be circulated out of the fleet sooner or later.

Yearly Mileage- Miles the vehicle gets driven in a particular year.

Fleet Management- The need to circulate vehicles to keep from having too many ready for trade at one time. We currently have a good mix of vehicles near and above 50k miles and below.

Maintenance- Expected future maintenance a vehicle may require that indicates it is a good time to circulate the vehicle out of the fleet also is considered.

Except for a couple, vehicles owned by the District have been purchased through fleet and/or government programs through a dealership's fleet sales manager. After reaching out to dealers on the current state of fleet ordering, this method of vehicle purchasing is again not feasible for this fiscal year. Some automotive manufacturers have ended fleet and government sales for model year 2023 vehicles. The next fleet ordering cycle is between this spring and early summer for next year's vehicles with little overlap between automakers.



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After discussion, staff feels that the District should continue with a vehicle purchase for this fiscal year. It is proposed that vehicle purchasing for Fiscal 2023 be conducted in the following steps:

1. Evaluate the in-stock inventory dealerships have that meet or exceed the specifications that the District is looking for in a vehicle.
2. District staff to approach dealerships for a quote to purchase a new vehicle with trade.
3. Staff to submit the received quotes to Finance and Planning Subcommittee for recommendation of purchasing approval.

The vehicle for trade is a 2010 Ford Escape Hybrid that did not get traded in Fiscal Year 2022 due to vehicle availability. This vehicle has approximately 72,000 miles on it and is driven primarily by administration. The vehicle requires a hybrid battery in order to run. The battery's warranty tends to be 8-10 years and is quite expensive if needing replaced. The Escape Hybrid would be replaced with another compact SUV hybrid.

Vehicle purchasing for the next fiscal year will be evaluated during the budget process.

pc: Al Langdale, Operations and Maintenance Coordinator

Feb. 6, 2023

VEHICLE	DRIVEN BY	PRIMARY USE	YEARLY MILEAGE April 1 – March 31	YEARLY MILEAGE April 1 – March 31	TOTAL MILEAGE
1. 2008 FORD RANGER (SILVER)	DREW	STORM WATER	1,357	2,707	40,498
2. 2010 FORD ESCAPE (WHITE)	KRISTIN,NATHAN,KATHY	ADMINISTRATION	613	2,082	71,558
3. 2011 FORD F-150 (WHITE)	MAINTENANCE,ARI,KATIE	O&M/GROUND WATER	4,869	6,588	75,600
4. 2012 DODGE CARAVAN (WHITE)	MCKENZIE, ADAM, PARKER	I & E	2,610	4,741	58,521
5. 2013 CHEVROLET 1500 (WHITE)	STEVE	GROUND WATER	2,232	3,320	58,952
6. 2014 DODGE CARAVAN (SILVER)	MCKENZIE, ADAM, PARKER	I & E	1,673	2,829	35,708
7. 2015 CHEVROLET 2500 (DIESEL/RED)	BRYCE	O & M	6,340	5,385	58,382
8. 2015 FORD F-250 (RED)	CORRECTIONS CREW	O & M	14,126	18,677	105,610
9. 2016 CHEVROLET PICK-UP (WHITE)	ARI,WILL	O & M	1,775	2,296	41,188
10. 2016 FORD F-150 (WHITE)	KATIE, DICK	GROUND WATER	2,698	4,190	37,811
11. 2017 FORD F-150 (RED)	AL	O & M	7,614	16,104	73,107
12. 2017 FORD ESCAPE (SILVER)	DAVID	ADMINISTRATION	8,795	14,022	84,177
13. 2018 CHEVROLET 2500 (WHITE)	SAMPLING TRUCK	GROUND WATER	7,509	12,851	54,489
14. 2018 CHEVROLET 1500 (SILVER)	MARK	ADMINISTRATION	1,099	1,348	6,783
15. 2019 FORD F-150 (SILVER)	MIKE MURREN	PROJECTS	5,032	4,684	14,520
16. 2019 FORD F-250 (DIESEL/RED)	MAINTENANCE	O & M	6,043	4,644	22,550
17. 2020 CHEVROLET 2500 (DIESEL/RED)	CRAIG	O & M	12,154	17,728	44,666
18. 2020 CHEVROLET 2500 (RED)	CORRECTIONS CREW	O & M	9,331	21,836	48,244
19. 2021 DODGE RAM 2500 (RED)	TRENT	O & M	New March 2021	7,505	14,705
20. 2021 FORD F-250 (RED)	MAINTENANCE	O & M	New March April 2021	6,865	13,858
21. 2022 DODGE RAM 1500 (SILVER)	PAUL	ADMINISTRATION	New Feb. 2022		5,625
				<b>MILES</b>	

**YEARLY TOTAL**

Share\loc\Donna\Rich Misc\Vehicle Use - Mileage Table