

**Finance, Expenditure & Legal  
Subcommittee Meeting Minutes  
April 8, 2008**

A meeting of the Papio-Missouri River Natural Resources District’s Finance, Expenditure and Legal Subcommittee was held at the Natural Resources Center, 8901 South 154<sup>th</sup> Street, Omaha, Nebraska, on April 8, 2008. The meeting was called to order by Chairperson Connealy at 6:30 p.m.

**QUORUM CALL:** Quorum call was taken. The following subcommittee members were in attendance.

<b>Subcommittee Members Present</b>	<b>Subcommittee Members Absent</b>	<b>Other Directors Present</b>	<b>Others in Attendance</b>
John Conley		Tesar	John Winkler
Connealy		Schwope	Marlin Petermann
Fowler		Jim Thompson	Paul Woodward
Lanphier		Fred Conley	Martin Cleveland
Patterson			Trent Heiser
			Paul Peters
			Amanda Grint
			Terry Schumacher
			Ralph Puls
			Gerry Bowen
			Emmett Egr
			Jean Tait
			Jack Lawless
			Dick Sklenar
			Hilary Allen
			Jerry Bland
			Shaw Melotz

**ADOPTION OF AGENDA**

**\* It was moved by Director Fowler and seconded by Director Lanphier that the agenda be adopted.**

Roll call was taken on the motion. The motion carried on a vote of 5 to 0.

Voting Yea: J. Conley, Connealy, Fowler, Lanphier, Patterson  
 Voting Nay: None  
 Abstaining: None  
 Absent: None

**PROOF OF PUBLICATION:** Public notice of the meeting was posted at all District offices and published in the Omaha World-Herald on April 3, 2008. The Chairperson ordered the Proofs of Publication recorded in the minutes of this meeting.

**P-MRNRD 2007 AUDIT:** Jerry Bland and Jack Lawless reviewed the audit with the Subcommittee. Jerry Bland indicated that the District was in full compliance with GASB 34 requirements. There was further discussion regarding timing of the audit, hiring additional staff for the accounting department and purchasing policies.

- **It was moved by Director Fowler and seconded by Director John Conley that the Subcommittee recommend to the Board that the FY2007 Audit Report and management letter, prepared by Bland and Associates, be accepted and that the General Manager be directed to file an authenticated copy of the audit report with the Nebraska Auditor of Public Accounts and the Nebraska Natural Resources Commission.**

Roll call was taken on the motion. The motion carried on a vote of 5 to 0.

Voting Yea: J. Conley, Connealy, Fowler, Lanphier, Patterson

Voting Nay: None

Abstaining: None

Excused Absence:

**RUMSEY STATION WETLAND PROJECT:** Martin Cleveland briefed the Subcommittee on his memo and the history of Rumsey Station. He also informed the Subcommittee of the potential uses of the site to include wetland banking, the Green Hearts pre-school and other environmental uses.

- **It was moved by Director Fowler and seconded by Director Lanphier that the Subcommittee recommend to the Board that the General Manager be authorized to execute the proposed agreement with Eagle Ridge Development Company providing for the purchase by the District of 25.86 acres of land in the SE1/4 of Section 25, Twp 14 N, R12E, Sarpy County, Nebraska, for the price of \$334,540, subject to a satisfactory Phase I Environmental Assessment and subject to changes deemed necessary by the General Manager and approved as to form by District Legal Counsel, the Board of Directors hereby also determining that the project for which this purchase is made will be predominantly for the general benefit of the District with only an incidental special benefit.**

Roll call was taken on the motion. The motion carried on a vote of 5 to 0.

Voting Yea: J. Conley, Connealy, Fowler, Lanphier, Patterson

Voting Nay: None

Abstaining: None

Excused Absence

**POLICY REGARDING REQUESTS FOR INFORMATION:** GM Winkler briefed the Subcommittee on the need for the policy. There was discussion regarding the charges for material, copies and internet access for much of the materials requested.

- **It was moved by Director Patterson and seconded by Director Fowler that the Subcommittee recommend to the Board that the following policy be adopted and included in the Directors Policy Manual:**

## **22.2 – Miscellaneous - Public Record Availability**

1. Any person may examine public records maintained by the District during the District's business hours, make memoranda or abstracts from such records, or make copies of such records, upon written request to the General Manager of the District for an appointment to view such records at its Omaha office.
  - a. A request letter and its envelope should be addressed to the District's Omaha office, marked "Records Request," and include the requester's name, mailing address and day time telephone number in the event the District needs to contact the person.
  - b. The request should reasonably describe the records being sought and, whenever possible, include specific information about each record sought, such as the date, title or name, author, recipient, and subject matter. The District does not conduct research to determine what records to provide.
  - c. If the request does not sufficiently describe the records to allow the District to locate them, the District may require additional information to be provided.
  - d. A written request for the District to provide copies of records shall be considered an agreement that the person requesting the copies will pay 25 cents per copy made by the District on a standard 8½ x 11 inch sheet of paper. Original records shall not be removed from the District's premises.
  - e. The District will not provide copies of materials that are subject to copyright law.
2. Upon receipt of a written request for access to or copies of a public record, the District will provide the requested record(s) for examination, or the copies requested, as soon as practicable but no later than four (4) business days after the written request is received; except that, if the entire request cannot reasonably be fulfilled within four business days due to significant difficulty or extensiveness of the request, the District will notify the requester in writing as to the reasons for the delay, including the earliest practicable date for fulfilling the request, and provide an estimate of the expected cost of any copies and an opportunity for the requester to modify or prioritize the items within the request.
3. Any person requesting photographic or other copies of public records must pay for the cost of reproduction in the amount of 25 cents per copy made on standard 8 ½ x 11 inch paper. Any person requesting maps, aerial photographs, digital disks or audio copies must pay the cost of reproduction in an amount determined by the District to cover the actual costs of making the records available. Charges for sales tax, and postage if necessary, shall be assessed on all requests.
4. The District may withhold records in accordance with Neb. Rev. Stat. 84-712.05. Any reasonably segregable public portion of such record shall be provided upon request after deletion of the portions which may be withheld.

5. Any person denied a request for public records by the General Manager or his or her designee shall receive a written response in accordance with Neb. Rev. Stat. 84-712.04. Any person denied a request for public records may seek review in accordance with Neb. Rev. Stat 84-712.03.

[April 10, 2008]

Roll call was taken on the motion. The motion carried on a vote of 3 to 2.

Voting Yea: J. Conley, Fowler, Patterson

Voting Nay: Connealy

Abstaining: Lanphier

Excused Absence

**ADJOURNMENT:** Being no further business, the meeting adjourned by acclamation at 7:55 p.m.

/pt/com/fel/2008/april/apr08\_fel\_minutes