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Lincoln, NE 68506
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www.larmpool.org

ITEM 17a

July 9, 2018

Dear LARM Member,

Attached, please find your Renewal Coverage Proposal for the 2018-19 Pool Year. This proposal is itemized by line of coverage to represent your specific limits, deductibles, annualized contributions and to outline LARM's contribution credit options available for the new term.

As always, LARM continues to seek certainty on upcoming Member commitments to allow us to accurately forecast our financial position. Requiring all Members to make annual elections by means of the Renewal Resolution affords us the fiscal confidence to structure a more stable program year-over-year. In return, LARM is able to translate this financial benefit to our Members in the form of corresponding contribution credits. Because predictability is strongest when estimates have future value, completing a new resolution each year delivers the best opportunity for this objective. In addition, members are able to elect a Renewal Resolution at the three (3) year commitment at each new Pool Year, by doing so, they are able to receive the maximum 5% contribution credit available on an annual basis.

An important note regarding processing your annual Renewal Resolution if you are a Member that desires to competitively bid your coverage every three (3) years, or in the next three (3) years:

- If you already have a three (3) year Renewal Resolution at the 5% discount;
 - ↳ Execute a two (2) year Renewal Resolution at the 4% discount at the upcoming.
- If you already have a two (2) year Renewal Resolution at the 4% discount;
 - ↳ Execute a one (1) year Renewal Resolution for either the 2% or 0% discount.
- If you already have a one (1) year renewal Resolution, you must provide written notice of termination in accordance with the necessary days identified in the Renewal Resolution prior to the desired termination date.

An important note if you do not execute/return a Renewal Resolution for the new Pool Year:

- You will automatically drop to the next lower commitment/contribution credit for that Pool Year (for example: If you were at a three (3) year commitment and do not execute/return a Renewal Resolution for the new Pool Year, you will automatically drop to a two (2) year commitment).

League Association of Risk Management
2018-19 Renewal Resolution

RESOLUTION NO. _____

WHEREAS, The _____ is a member of the League Association of Risk Management (LARM);

WHEREAS, section 8.10 of the Interlocal Agreement for the Establishment and Operation of the League Association of Risk Management provides that a member may voluntarily terminate its participation in LARM by written notice of termination given to LARM and the Nebraska Director of Insurance at least 90 days prior to the desired termination given to and that members may agree to extend the required termination notice beyond 90 days in order to realize reduced excess coverage costs, stability of contribution rates and efficiency in operation of LARM; and

WHEREAS, the Board of Directors of LARM has adopted a plan to provide contribution credits in consideration of certain agreements by members of LARM as provided in the attached letter.

BE IT RESOLVED that the governing body of The _____, Nebraska, in consideration of the contribution credits provided under the LARM Board's plan, agrees to:

- Provide written notice of termination at least 180 days prior to the desired termination date, which date shall be no sooner than September 30, 2021. **(180 day and 3 year commitment; 5% discount)**
- Provide written notice of termination at least 180 days prior to the desired termination date, which date shall be no sooner than September 30, 2020. **(180 day and 2 year commitment; 4% discount)**
- Provide written notice of termination at least 180 days prior to the desired termination date, which date shall be no sooner than September 30, 2019. **(180 day notice only; 2% discount)**
- Provide written notice of termination at least 90 days prior to the desired termination date, which date shall be no sooner than September 30, 2021. **(90 day notice and 3 year commitment only; 2% discount)**
- Provide written notice of termination at least 90 days prior to the desired termination date, which date shall be no sooner than September 30, 2020. **(2 year commitment only; 1%)**
- Provide written notice of termination at least 90 days prior to the desired termination date, which date shall be no sooner than September 30, 2019. **(90 day Notice only)**

Adopted this _____ day of _____, _____.

Signature: _____

Title: _____

ATTEST: _____

Title: _____

Please email (customerservice@LARMpool.org) or fax (402.476.4089) the completed resolution to LARM.

**LITTLE BLUE NATURAL RESOURCES DISTRICT
JOB DESCRIPTION**

JOB TITLE: **GENERAL MANAGER**
POSITION CLASSIFICATION: Full Time, Salaried, Exempt
DATE: July 1, 2018

The General Manager, who is hired by a majority vote of the Board, is the chief executive and supervising officer of the District. The General Manager oversees and administers the day to day business affairs of the District and carries out the policies and directives of the Board of Directors. The General Manager also has the powers and duties assigned to the position in the District Operating and Personnel Policies. Desirable qualities of the General Manager include: integrity, honesty, leadership, inspirational, motivated, a good communicator, and goal oriented.

GENERAL DUTIES

Office Management

- Manages the District according to District Operating Policies, District Personnel Policies, Board directives and policies, and state and federal statutes and regulations.
- Assures that District employees are provided a positive, clean and safe work environment.
- Prepares agendas for District Board of Director's meetings, assures accurate minutes are recorded, and disseminates appropriate information to the public.
- Advises the committees and board on procedures, programs, activities, personnel, regulations, statutes and needs.
- Is responsible for seeking approval and guidance for specific projects, programs, major activities and expenditures, related to the District.

Staff Supervision

- Is responsible for all personnel matters involving the District staff, both on site and in satellite offices.
- Carries out supervisory responsibilities in accordance with the district's policies and state and federal laws.
- Supervises and organizes district staff, except where supervisory responsibilities are assigned to specific employees.
- Directs staff functions and insures coordination between all departments.
- Recommends new staffing positions necessary to carry out policies, programs, projects and regulations of the District.
- Hires and discharges all employees for which supervisory responsibilities lie.
- Reviews and conveys personnel performance and work responsibilities.
- Supervises administration of pay and benefits and recommends overall salary changes to the Board of Directors. Determines individual employee salary and wage changes.

Budget and Financial Activities

- Regularly analyzes fiscal position, funds, investments, expenditures, and needs of the District.
- Prepares the annual budget and seeks approval of the budget by the Board of Directors.
- Assures that proper accounting principles are being implemented to comply with required auditing standards.
- Provides the Board of Directors a regular summary of expenditures and comparisons to approved budgets.
- Makes recommendations to the Board of Directors on key project and program expenditures.
- Seeks grant opportunities to leverage district funds to obtain the best value for the district taxpayers.

Public Relations & Communications

- Coordinates District activities, programs, regulations and projects, with local, state and federal agencies and groups.
- Anticipates the informational needs of the public and develops timely information to address these needs.
- Oversees District programs and public information.
- Communicates with resources partners and organizations to build trust and establish alliances.
- Makes public presentations about natural resources management, as well as District activities, policies, regulations, and proposed projects.
- Communicates frequently with staff, board and conservation partners about issues, programs and district needs.

Project and Program Oversight

- Is attentive and responsive to both rural and urban resources needs in the district and its communities.
- Works with the public for the development of project concepts, policies and regulations.
- Oversees project planning, land rights acquisition, construction, operation and maintenance.
- Serves as Contracting Officer for District construction projects.
- Oversees development and enforcement of District regulations.

Legislative and Legal

- Effective communication of legislative interests, concerns and needs of the Board of Directors to elected lawmakers.
- Preparation of documentation, exhibits, and testimony to support the Board of Director's positions on legislative matters.
- Communicate regularly with the Board of Directors about proposed and/or pending legislative actions and their implications for the District.
- Keep informed of legislative proposals, legal matters, and court cases which may dictate future District actions.

Other Duties may be Assigned as Deemed Necessary by the Board of Directors

QUALIFICATIONS

EDUCATION: The minimum education requirements to qualify for this position is a B.S. degree from an accredited college or university in Public Administration, Agriculture, Agricultural Economics, Natural Resources or Agricultural Engineering.

EXPERIENCE: The experience necessary for this position would generally be at least five years of related experience in natural resources, water resources or public administration, including three years of supervisory work; or equivalent combination of education and experience. The candidate must have demonstrated leadership skills and experience in budgeting, managing financial resources, personnel management, and resources planning.

LANGUAGE SKILLS: Ability to read, analyze and interpret complex documents, including financial statements. Ability to respond effectively to the most sensitive inquiries and complaints. Ability to write effective and persuasive speeches and make presentations on controversial issues or complex topics to top management, public groups, state and federal agencies, Legislators, Congressmen and Senators, boards of directors, and other elected officials. Ability to write articles using original or innovative techniques or style.

MATHMATICS SKILLS: Ability to calculate figures and amounts such as interest, proportions, and percentages. A general understanding of accounting and bookkeeping is desirable. Ability to understand and apply concepts of budgeting and expenditure control.

REASONING ABILITY: Ability to define problems, collect data, establish facts and draw conclusions. Ability to interpret a variety of technical instructions or diagram forms, and deal with abstract and concrete variables. Ability to interpret intent and direction of developing policies and react positively to change.

OTHER REQUIRED SKILLS AND ABILITIES: Ability to coordinate complex projects or programs from initial concepts through operation and maintenance, or implementation. Demonstrated computers skills. Ability to do long range planning and prepare budgets to accomplish goals and objectives. Ability to use tact and judgments in dealing with the public, contractors, suppliers, Board of Directors, staff, agencies and elected officials. Ability to remain calm and collected in front of the public in situations facing opposing views. Ability to use good judgment in difficult situations and conflict resolutions. Ability to effectively manage subordinates in a positive manner, through example and leadership.

CERTIFICATE, LICENSES, REGISTRATIONS: Nebraska Driver's License.

Little Blue Natural Resources District General Manager

The Little Blue NRD is accepting resumes for General Manager. This full-time position is the chief executive and supervising officer for the NRD. The candidate will serve as the administrative leader in various soil and water conservation programs, groundwater management, flood control projects and other conservation activities. The General Manager works for a 17-member elected Board of Directors and is responsible for managing the professional and technical staff in carrying out the natural resources programs, projects, policies and regulations authorized by the Board. Duties include working with and coordinating activities and programs with other local, state and Federal agencies, and engaging with landowners, communities and organizations to bring about natural resources conservation and protection. The candidate must have a B.S. in Public Administration, Agriculture, Agricultural Economics, Natural Resources or Agricultural Engineering and have five years of experience in natural resources, water resources or public administration. The candidate must be an effective communicator and have proven skills in leadership, organization, budgeting, project development, relation-building, delegation and supervisory skills, public speaking, and accomplishments.

Resumes and cover letter must be sent by _____ to Randy Uhrmacher, LBNRD Board Chairman, 4465 W Hwy 6, Hastings, Nebraska 68901, or email to randyu13@gmail.com. A copy of the job description and hiring timeline is available by emailing lbncrd@littlebluenrd.org.

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