

# SEND D

Southeast Nebraska Development District

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**TO:** SENDD Board of Directors  
**FROM:** David R. Taladay, Executive Director  
**SUBJECT:** Meeting Notice and Agenda  
**DATE PREPARED:** March 14, 2013

## MEETING NOTICE

A dinner/meeting of the Southeast Nebraska Development District's **Board of Directors is scheduled for Thursday, MARCH 21, 2013. PLEASE NOTE THAT the evening will begin with a 6:30 p.m. dinner which will be at the HY-VEE Store at about 84<sup>th</sup> and Holdrege St. (1601 No. 84<sup>th</sup> St.) in Lincoln.** We will have the Conference Room in the upstairs level. We will have the Fried Chicken Dinner catered up to the room.

The business meeting, also to be held at the Conference Room at the HY-VEE Store, is scheduled to begin at **approximately 7:15 p.m.** A current copy of the agenda is available for public inspection each workday, from 8:00 a.m. to 5:00 p.m., at SENDD's Lincoln office, 2631 "O" St.

### Note to Board of Directors

Providing you have a conflict with this meeting date and will be unable to attend, ***please*** contact the SENDD Lincoln office and advise a staff member that you will not be present. Thank you.

## MEETING AGENDA

- **Dinner Buffet starts at 6:30 PM at the Club Room at Hy-Vee.**
- **Introductions of all Board members, State Senators and guests present at the meeting.**
- **Presentation of the SENDD Performance Report 2010-2012.**
- **Time for State Senators present to discuss legislation of impact to Economic Development, Community Development and Affordable Housing.**

## BUSINESS MEETING

- I. **CALL TO ORDER (Approximately 7:15 P.M.)**
- A. Pursuant to Section 84-1412(8) of the Nebraska Open Meetings Act, a current copy of the **Open Meetings Act** is posted in the meeting room at the SENDD Office and is available for viewing by the public.
- B. **Roll Call:** Taken by registration of members in attendance with introduction of all members.
- C. **Board Membership:** (Appointments to fill vacancies and non-elected positions and terms.)

As identified in the minutes of the Feb. 21, 2013 Executive Committee meeting that follow, Cassie Seagren has submitted her resignation as a member of the SENDD Board of Directors and SENDD Executive Committee. She will be employed in Omaha and will be moving out of the District boundaries. At this time, SENDD staff are attempting to develop interest from stakeholders for Board membership in Polk and York counties.

Cassie Seagren was an At-Large member of the SENDD Executive Committee. An appointment of another member to fill that position on the Executive Committee will be requested. **Formal action for election and appointment of an At-Large member to the SENDD Executive Committee is requested.**

## II. MINUTES

- A. Minutes of the January 17, 2013 Full SENDD Board Meeting and February 21, 2013 Executive Committee Meeting are enclosed with this notice/agenda. **A motion for approval of minutes as written/amended will be sought.**

## III. AGENDA ADJUSTMENTS

## IV. FINANCIAL

- A. **Check Registry:** A copy of the February 2013 Check Registry is enclosed. **A motion to accept the report as presented and/or amended will be sought.**
- B. **Revenue/Expense Report:** A copy of the February 2013 revenue/expense report is enclosed. **A motion to accept the report as presented and/or amended will be sought.**
- C. **Expenses for Printing SENDD Performance Report 2010-2012:** At the February 21, 2013 meeting, the SENDD Executive Committee approved the expense of \$2,075.00 to Citizen Printing of Nebraska City for 2,500 copies of the SENDD Performance Report on 100# glossy paper. However, in confirming that order, Citizen Printing indicated that they made a mistake in their quote. A correction left them as the 2<sup>nd</sup> low price with a quote of \$2,575. After further review, the Executive Committee agreed (by e-mail response) to the award of contract to Jacob North Printing in Lincoln at a cost of \$2,217.00. This action was initiated by staff in order to allow for printing to start as soon as possible. The Executive Director is requesting retroactive approval of the contract to Jacob North Printing in the amount of \$2,217.00 for printing of the Performance Report. **Formal action is requested.**
- E. **Crete – Nuisance Abatement Contract:** After presentation of the SENDD Nuisance Abatement Program, the City of Crete requested a contract to provide Nuisance Abatement services. The SENDD proposal will identify a limited area of the community for the program as an initial project. The proposed contract still has some room for negotiation and may be for an amount of approximately \$12,500, depending on the final area determined for services. (See attachment for sample Scope of Services). The Executive Director is requesting authority to negotiate and enter into a final contract for these services. **Formal Action is requested.**
- F. **Dorchester – Nuisance Abatement Contract:** After presentation of the SENDD Nuisance Abatement Program, and after completing a first project in the community, the Village of Dorchester has requested a new contract to provide Nuisance Abatement services. The SENDD contract will identify a limited area of the community for the program as this second project. The proposed contract still has some room for negotiation and may be for an amount of approximately \$12,000, depending on the final area determined for services. The Executive Director is requesting authority to negotiate and enter into a final contract for these services. **Formal Action is requested.**
- G. **SENDD Membership Dues for Counties and Municipalities:** Membership dues were last adjusted for fiscal year 2009-2010, based upon Year 2000 Census populations for counties and municipalities in the 15-county District. For fiscal year 2012-2013, the rate of dues assessment rate remained the same as previous; however, dues were based upon the latest census populations from 2010. As we look forward to the budget for fiscal year 2013-2014, the Executive Director is recommending that the assessment rates remain the same based upon those 2010 populations. The membership dues received in the last four years have been approximately 20-22 percent of the total SENDD budget. **Formal action is requested.**

H. **Other Financial:**

V. **OLD BUSINESS**

A. **None**

VI. **NEW BUSINESS**

A. **Rural Business Enterprise Grant (RBEG) Program Application:** USDA-Rural Development has announced the opening of the RBEG program cycle with an application submittal deadline of April 1, 2013. SENDD staff are developing an application for partial funding of a staff person with the purpose of Technical Assistance in promoting and assisting customers with lending through the existing SENDD loan funds: Intermediary Relending Program (IRP) and Micro-loan Program. We anticipate a final application for up to \$30,000 in RBEG funding with a match of up to \$30,000. The Executive Director is requesting consideration of the application, as well as review/approval of the Resolution (enclosed with the meeting agenda) authorizing SENDD to apply for and administer the RBEG, as well as authorizing the Executive Director to sign the RBEG grant documents. **Formal action is requested.**

B. **Other New Business:**

VII. **STAFF REPORTS AND REMINDERS**

A. **Newsletter:** March 2013 Newsletter.

B. **SEND, Inc. Status:** Articles of Incorporation for SEND, Inc. as a state chartered not-for-profit corporation have been filed and accepted by the Nebraska Secretary of State. A five member Board of Directors has been established. By-laws for the corporation have been approved by the Board of Directors. Filing for IRS determination of 501(c) (3) non-project status is expected by the end of the month. An application for certification by the Nebraska Department of Economic Development (NDED) for SEND, Inc. as a Non-Profit Development Organization (NDO) is also anticipated at the same time as filing with the IRS.

C. **MINK Coalition Meeting:** A meeting of the MINK Coalition is scheduled for April 22, 2013 in St. Joseph, Missouri. Kevin Burnison and/or Lisa Beethe from the Humboldt office have been attending the meetings of this group. Six working committees have been formed by this newly created non-profit organization (Missouri, Iowa, Nebraska, Kansas Coalition).

D. **SERN Meeting – March 20, 2013:** Southeast Nebraska Resource Network meeting held in Nebraska City at the Morton James Library. Business meeting in the morning included presentations by Maxine Moul, State Director of USDA-Rural Development, Mike Gress of NebWorks, Inc. (Recycling Services) and Stephanie Shrader, Nebraska City Area Economic Development Corp. (NCAEDC). Afternoon session included a presentation concerning the Nebraska City Public Art Project.

E. **Future SENDD Meetings:** Future meetings for the Executive Committee are scheduled for April 18, 2013 and May 16, 2013. The next Full SENDD Board meeting is scheduled June 20, 2013 at the Club Room of the Hy-Vee at 84<sup>th</sup> and Holdrege St. in Lincoln.

F. **NDED Program Applications:** Staff will provide a list of potential community and organizational applications to the Nebraska Affordable Housing Program (NAHP) and the Community Development Block Grant (CDBG) program as administered by the Nebraska Department of Economic Development (NDED).

VIII. **ADJOURNMENT**