

# SEND D

Southeast Nebraska Development District

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**TO:** SENDD –Executive Committee  
**FROM:** David R. Taladay, Executive Director  
**SUBJECT:** Meeting Notice and Agenda  
**DATE PREPARED:** December 11, 2014

## **MEETING NOTICE**

A meeting of the Southeast Nebraska Development District's **Executive Committee is scheduled for THURSDAY, DECEMBER 18, 2014. Please note that we will have the opportunity for a telephone conference connection for those that cannot attend in person.**

The meeting, with staff present at the Lincoln office, is scheduled to begin at approximately 6:30 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 Executive Committee**

**Bob Mueller, Leroy Hanson, Mary Koci, Bill Wenz, Tim McDermott, Cheryl Brandenburg, Nick Harling**

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

## **MEETING AGENDA**

### **For those calling in for the Telephone Conference:**

After 6:30 PM-

- Call the toll free "dial-in" number.... **1-855-332-4181**
- At prompt, enter the "conference code".... **4752560 and follow any directions.**

### **I. CALL TO ORDER**

**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

### **II. MINUTES**

**A.** Minutes of the November 20, 2014 SENDD Executive Committee meeting are enclosed with this notice/agenda. **A motion for approval as written/amended will be sought.**

### **III. AGENDA ADJUSTMENTS**

### **IV. FINANCIAL**

**A. Check Registry:** The November 2014 Check Registry report is attached for review. **A motion to accept the report as presented and/or amended will be sought.**

- B. Revenue/Expense Report:** The November 2014 Revenue/Expense report is enclosed. **A motion to accept the report as presented and/or amended will be sought.**
- C. Nebraska City CDBG 14-TD-002???:** Staff assisted the City of Nebraska City, in collaboration with the Nebraska Arbor Day Foundation, in the development and submittal of an application to the Tourism Development Category under the Community Development Block Grant (CDBG) Program through NDED. The City may soon be awarded \$238,400 in CDBG funds to assist in the "Lied Lodge Renewal with ADA Compliance". Total CDBG project is estimated at \$383,000, with a full renovation of the Lied Lodge and Conference Center estimated at over \$1 million. The Executive Director is requesting approval of negotiating and entering into a contract for CDBG General Administration with the City in the amount not to exceed \$18,000. **Formal Action is requested.**
- D. York County Development Corporation/Local Business – Special Services Contract:** The City of York is considering an application to the CDBG Program Economic Development Category to assist an existing business with a proposed expansion in the community. SENDD staff will be assisting both the City and York County Development Corporation (YCDC) in developing the application. As part of CDBG-Economic Development projects, an Environmental Review Process must be completed before a final application for CDBG funds can be submitted. The benefiting business has agreed to pay for a portion of the CDBG Environmental Review. The Executive Director is requesting consideration and approval of entering into a contract, in an amount not to exceed \$3,500, with either York County Development Corporation and/or the benefiting business for a completed CDBG Environmental Review process. **Formal Action is requested.**
- E. Other Financial:**
- V. OLD BUSINESS**
- A. SENDD Equipment Upgrades:** The SENDD upgrades for software and computer system equipment are complete. An updated spreadsheet is enclosed with the meeting agenda. Discussion on the need for furniture upgrades.
- B. SENDD Personnel Policies Committee:** The SENDD Personnel Policies Committee held a meeting at the SENDD Lincoln office on December 4, 2014. Their next meeting is scheduled for January 6, 2014. A report on what was discussed at this meeting will be provided.
- VI. NEW BUSINESS**
- A. SENDD Budget Committee:** Staff are in the process of developing a SENDD Fiscal Year 2014-2015 Amended Budget for consideration at the January 15, 2015 Full SENDD Board meeting. Discussion on scheduling a SENDD Executive Committee/Budget Committee meeting prior to the January 15, 2015 Full SENDD Board meeting to review the FY 2014-2015 SENDD Amended Budget and provide a recommendation to the Full SENDD Board. Last year the Executive Committee/Budget Committee met at 6:00 P.M. on the same day as the January Full SENDD Board meeting.
- B. Lancaster County - Potential Projects:** We have been contacted by several communities in Lancaster County concerning potential projects, including CDBG Administration and Nuisance Code Enforcement. We are hesitating to develop contracts for Nuisance Code Enforcement for non-members due to the time and complexity of that activity. SENDD staff are also developing proposals for a potential meeting with Lancaster County and local community officials concerning membership. There is however, a potential for Administration services for at least two Community Development Block Grant (CDBG) projects in this next year cycle; a Wastewater project in Firth and a Comprehensive Planning project in Roca. SENDD staff will not be assisting in the CDBG application process, but could respond to RFP's for CDBG Administration contracts.

The Executive Director is seeking approval to make proposals for potential CDBG project assistance for these communities. Formal Action is requested. Note that the Board has previously authorized a "surcharge" for increased hourly fees on any contracts for non-members.

**VII. STAFF REPORTS AND REMINDERS**

- A. **Staffing:** Ben Volz, the SENDD Senior Housing Rehabilitation Specialist, has been with the organization for over 26 years. He has recently submitted his letter of resignation, with a last day of employment as of December 31, 2014. See attached letter of resignation and letter of acceptance. Staff will be advertising to replace that position.
- B. **SENDD Newsletter:** December Newsletter.
- C. **MINK Corridor Meetings:** Lisa Beethe attended a Strategic Planning session for the Missouri, Iowa, Nebraska, Kansas Corridor organization in November. Enclosed with the meeting agenda is a report of that meeting activity.
- D. **Next SENDD Meeting:** The next SENDD Full Board meeting is currently scheduled for January 15, 2015 to be held at the Club Room of the Hy-Vee Store at 84<sup>th</sup> and Holdrege St. in Lincoln. Staff have sent invitations to the six State Senators to attend this meeting; Districts 1: Dan Watermeier; 2. Bill Kintner; 23. Jerry Johnson; 24. Mark Kolterman; 30. Roy Baker; 32. Laura Ebke

**VIII. ADJOURNMENT**