

# 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:** August 8, 2013

## MEETING NOTICE

A meeting of the Southeast Nebraska Development District's **Executive Committee is scheduled for Thursday, August 15, 2013. 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.... 1-866-539-8224
- At prompt, enter the "conference code".... 3706231711 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 July 18, 2013 SENDD Board 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:** A copy of the July 2013 check registry report is enclosed. **A motion to accept the report as presented and/or amended will be sought.**

- B. Revenue/Expense Report:** The July 2013 bookkeeping is still being finalized at this time. If available, a copy of the July 2013 revenue/expense report will be distributed prior to the meeting. **A motion to accept the report as presented and/or amended will be sought.**
- C. Fillmore County NAHTF #13-TFHP-003: Downpayment Assistance Program with FCDC:** SENDD staff assisted the Fillmore County Development Corporation (FCDC) with the development of a second Down Payment Assistance Program for implementation in the communities in Fillmore County. SENDD staff assisted the Fillmore County Board in an application to the Nebraska Affordable Housing Program (NAHP) for funding of the Down Payment Assistance Program. FCDC will implement the program under a Sub-recipient agreement with the County Board. The County has been notified of “award negotiations” by NDED with a total proposed project of \$229,120 in Nebraska Affordable Housing Trust Funds, with leveraging approximately \$512,000 in First Mortgage financing for a minimum of assisting 8-eligible families in purchasing homes in Fillmore County. The Executive Director is requesting authorization to negotiate and enter into a contract with Fillmore County for General CDBG Administration in the amount not to exceed \$14,200. **Formal Action is requested.**
- D. Nebraska City – 2013 CIS Award:** SENDD staff assisted the City of Nebraska City in an application to the Nebraska Department of Economic Development (NDED) for a project under the Comprehensive Investment and Stabilization (CIS) category of CDBG Programs. NDED has announced approval of a project for the City in a Phase I Planning project. With a total estimated cost of \$18,000 and CDBG funding of \$8,500, the project will include a comprehensive needs assessment process for targeted Census tracts with a concentration of over 51% LMI households. The Executive Director is requesting authorization to negotiate and enter into a contract with Nebraska City for two separate service contracts:
1. General CDBG Administration in the amount not to exceed \$1,000.
  2. Special Services contract in the amount not to exceed \$17,000 for implementing the Needs Assessment process and assisting in development of a final report with the following work items-Neighborhood Needs Surveys, Listening Sessions/Focus Group meetings, Goal Setting, Action Plans, Inventory and Priority Project list.
- Formal Action is requested for each contract.**
- E. Plattsmouth – 2013 CIS Award:** SENDD staff assisted the City of Plattsmouth in an application to the Nebraska Department of Economic Development (NDED) for a project under the Comprehensive Investment and Stabilization (CIS) category of CDBG Programs. NDED has announced approval of a project for the City in a Phase I Planning project. With a total estimated cost of \$18,000 and CDBG funding of \$9,500, the project will include a comprehensive needs assessment process for targeted Census tracts with a concentration of over 51% LMI households. The Executive Director is requesting authorization to negotiate and enter into a contract with Plattsmouth for two separate service contracts:
1. General CDBG Administration in the amount not to exceed \$1,000.
  2. Special Services contract in the amount not to exceed \$17,000 for implementing the Needs Assessment process and assisting in development of a final report with the following work items-Neighborhood Needs Surveys, Listening Sessions/Focus Group meetings, Goal Setting, Action Plans, Inventory and Priority Project list.
- Formal Action is requested for each contract.**
- V. OLD BUSINESS**
- A. EDA Annual Progress Report:** The EDA Annual Progress Report for year two of the three year Partnership Planning Grant plan was submitted to EDA on June 28, 2013. A copy of this report is enclosed with this meeting notice. Staff will present information from this report. **No Formal Action is required.**
- VI. NEW BUSINESS**

**VII. STAFF REPORTS AND REMINDERS**

- A. **Newsletter**: Summer edition or August 2013 Newsletter
- B. **SEND, Inc.**: Status update on filing applications for 501c3 and NDO
- C. **Membership Dues**: A Status report of dues received to date
- D. **Next SENDD Meeting**: The next Full SENDD Board meeting is currently scheduled for September 19, 2013. The spring conference of the Nebraska Economic Developers Association (NEDA) runs from Sept. 18-20 and it is anticipated that 5-SENDD Board members may be attending the NEDA evening meeting on Sept. 19.

**VIII. ADJOURNMENT**