

# 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:** January 10, 2013

## **MEETING NOTICE**

A dinner/meeting of the Southeast Nebraska Development District's **Board of Directors is scheduled for Thursday, JANUARY 17, 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 7:00 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**

### **I. CALL TO ORDER (Approximately 7:00 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.) A potential partner has indicated a willingness to serve on the SENDD Board of Directors to fill a newly vacated position:

**Bill Wenz:** retired, former County Supervisor from Saline County. At the Executive Committee meeting of Dec. 20, 2012, Mr. Gus Brown, at-large representative in York County, indicated he has moved to a new home in Lincoln. He is then not eligible for membership on the SENDD Board. Bill Wenz, who is no longer an elected official in Saline County, has indicated he would be available to be a member of the SENDD Board as an at-large representative starting in January, 2013. Mr. Wenz could fill the position vacated by Mr. Brown for the remainder of that term. **Formal action to accept Mr. Wenz as a Board member is requested.**

**Officers and Executive Committee:** Gus Brown was also the Treasurer and a member of the Executive Committee. An election for Treasurer would be appropriate to fill the spot. Marvin Yost was also a member of the Executive Committee, but will no longer be a member of SENDD as he was not re-elected to the Jefferson County Board. An appointment of another member to fill that position on the Executive Committee would be appropriate. Bill Wenz was also a member of the Executive Committee, in his position as the appointed representative of the Saline County Board. An appointment of a member to fill that position on the Executive Committee would be appropriate. **Formal action for election and appointments are requested.**

## II. MINUTES

- A. Minutes of the September 20, 2012 Full SENDD Board Meeting, October 18, 2012 Executive Committee Meeting, November 15, 2012 Executive Committee Meeting, and December 20, 2012 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 December 2012 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 December 2012 revenue/expense report is not enclosed but will be made available prior to the meeting. **A motion to accept the reports as presented and/or amended will be sought.**
- C. **Statewide District Retreat for Staff Training:** At the Nebraska Regional Officials Council, Inc. (NROC) on January 4, 2012, all Development District Directors approved a Director/Staff Retreat in order to provide training and cross-training for Staff and Directors. This training is scheduled for February 21 (afternoon and evening) and February 22, 2013 (morning) in Kearney, Nebraska. A portion of training and retreat costs will be covered by a grant from the Sherwood Foundation and it is expected that Districts will provide "match" with staff time for those who attend. The proposal to the Sherwood Foundation requests costs to cover lodging, meals, mileage and training. In my experience of over 30-years at the District, an opportunity such as this has not come up before. It is expected that staff time for 7-SEND D personnel for the two days would be needed. **The Executive Director is requesting consideration/approval of use of staff time for this retreat/training.**
- D. **Proposed FY 2013 SEND D Budget Amendment:** Because quite a few projects have been closed out during the last six months, and a few new housing projects have recently been awarded, staff has been developing a FY2013 SEND D Amended Agency-wide Budget for review. A revised budget is being prepared and will be distributed to the Full SEND D Board for review prior to the meeting. **Formal action is anticipated.**

E. **Other Financial:**

## V. OLD BUSINESS

- A. **Other Old Business:**

## VI. NEW BUSINESS

- A. **Review/Approve SEND D Travel Policies:** While reviewing policies for SEND D personnel, we have identified a set of Travel Policies, which have been a basis for travel and reimbursement of expenses. However, this set of policies was prepared in 1998 and was never fully adopted by the Board of Directors. We have updated these policies and included items reflecting Development District activities. A copy of the final draft document is enclosed. The Executive Director is requesting review and consideration of the final draft for approval of the Travel Policies. **Formal action is requested**

- B. EDA Scope of Work 2013-2014:** As part of the Partnership Planning Program with the Economic Development Administration (EDA), SENDD provides a “Scope of Work” to identify measurable activities and results on an annual basis. We anticipate an invitation for a new grant application within the next few months. In previous programs activities have been limited to the following categories: District Coordination (contact with and reporting to EDA), External Communications (development of newsletters, website and information for the CEDS), Business Development (contact with economic development partners, business financing and promotion of lending) and Community Development (provide assistance to communities for infrastructure and community development). However, SENDD staff have been increasingly successful in assisting communities in addressing “affordable housing” issues. Staff will provide a presentation concerning “affordable housing opportunities” within the District. The Executive Director is requesting consideration/approval of developing a “housing” category as part of the potential 2013-2014 Work plan for an EDA planning grant application. **Formal action is requested.**
- C. Invitation to State Legislators for Connection:** This Nebraska Unicameral session has recently started and extends for a 90-day term. Staff proposes a discussion concerning the potential to invite Legislators within SENDD District to attend supper at next full SENDD Board meeting for introductions, information about SENDD and short discussion of legislation of interest in the District. Legislative Districts and Senators: 1-Dan Watermeier, Syracuse; 2-Bill Kintner-Papillion; 23-Jerry Johnson, Wahoo; 24-Greg L. Adams, York; 30-Norm Wallman, Cortland; 32-Russ Karpisek; Wilber. **Formal action is anticipated.**
- D. Other New Business:**

## **VII. STAFF REPORTS AND REMINDERS**

- A. Newsletter:** January 2013 Newsletter.
- B. MINK Coalition Meeting:** A meeting of the MINK Coalition is scheduled in February 2013.
- C. Future SENDD Meetings:** The next meeting for the Executive Committee has been scheduled for February 21, 2013. The next Full SENDD Board meeting has been scheduled March 21, 2013 at the Club Room of the Hy-Vee at 84<sup>th</sup> and Holdrege St. in Lincoln.
- D. NDED Program Applications:** Staff will discuss the schedule of applications to the Nebraska Affordable Housing Program (NAHP) and for Community Development Block Grant (CDBG) programs as administered by the Nebraska Department of Economic Development (NDED).

## **VIII. ADJOURNMENT**