

Sendd

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: February 9, 2012

MEETING NOTICE

A meeting of the Southeast Nebraska Development District's **Executive Committee is scheduled for Thursday, February 16, 2012. 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, Eric Leichty, Bill Wenz, Marvin Yost, Steve Lade

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 January 19, 2012 Full 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 January 2012 check registry report is enclosed. **A motion to accept the report as presented and/or amended will be sought.**
- B. **Revenue/Expense Report**: A copy of the January 2012 revenue/expense report is enclosed. **A motion to accept the report as presented and/or amended will be sought.**
- C. **Special Services Contract with the Rural Enterprise Assistance Project (REAP)**:
SENDD staff have been assisting the REAP program under an extended contract through Dec. 31, 2011. REAP has obtained funding again and asked for continued assistance from SENDD to provide assistance in pre and post-loan technical assistance support, to include; client technical assistance related to Business Planning, Pricing, Marketing, Financial Management; individual consultation; and assistance in preparation of business plans. This contract has a retroactive term from January 1, 2012 through June 30, 2012. The Executive Director has entered into this agreement as of January 27, 2012. The Executive Director is requesting retroactive approval for entering into a contract in an amount not to exceed \$6,250. **Formal Action is requested.** **Note that it is also the intention of REAP to enter into a full annual contract with SENDD at July 1, 2012 at the end of this existing term.
- D. **Bee: CDBG #11-WW- Water Systems Upgrade**:
SENDD Staff assisted the Village with the development of a program and an application to the Community Development Block Grant (CDBG) – Water/Wastewater Category as administered by the Nebraska Department of Economic Development (NDED) for funding for an update to components of its water system. The project will replace undersized and aging water mains and valves leading from the well to the water tower, replace water meters throughout the Village and repaint the water tower. The Village will receive \$243,386 in CDBG funding along with \$309,139 in grant and loan funding from NDEQ Drinking Water-State Revolving Fund (SRF). The Executive Director is requesting authorization to negotiate a final contract for assisting in CDBG General Administration of the project in the anticipated amount of \$15,000. **Formal Action is requested.**
- E. **Other Financial**:

V. OLD BUSINESS

- A. **Comprehensive Economic Development Strategy (CEDS)- Agreement with CRE**:
At the January 19, 2012 meeting, the Board of Directors authorized the Executive Committee to work with a special committee of staff and two Board members to develop a more detailed proposal from the Center for Rural Entrepreneurship (CRE) to assist in data collection and analysis. After negotiations with CRE, and a recommendation to, the Executive Committee authorized negotiations for a final contract. The approval for that action was by e-mail and telephone response. The Executive Director has executed a final contract with CRE that breaks down the services, costs and schedule in an amount of \$7,500. The Executive Director is requesting retroactive approval for the execution of that final contract. See attached agreement form. **Formal action is requested.**
- B. **Non-Profit Development Organization (NDO)**: - Development of a 15-county regional Not-for-Profit Development Organization. Staff will report on the status to date.
- C. **Other Old Business**:

VI. NEW BUSINESS

VII. STAFF REPORTS AND REMINDERS

A. **Newsletter:**

B. **Staffing:**

1. Resignation of Derek Bargmann at the Humboldt Office. See attached letter.
2. Interviews for prospective employees at the Humboldt office. See attached notice.

C. **Next meeting:** Full SENDD Board meeting back to regular schedule, March 15, 2012.
See attached schedule

VIII. ADJOURNMENT