

# SEND D

Southeast Nebraska Development District

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**TO:** SENDD Executive Committee (Also Serving as Budget/Nominating Committee)  
**FROM:** David R. Taladay, Executive Director  
**SUBJECT:** Meeting Notice and Agenda  
**DATE PREPARED:** May 25, 2012

## MEETING NOTICE

A **luncheon/meeting** of the Southeast Nebraska Development District's **Executive Committee (Also Serving as SENDD Budget/Nominating Committee Meeting)** is scheduled for **Thursday, MAY 31, 2012. PLEASE NOTE THAT the luncheon will begin with a 12:00 NOON meal 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 a soup, salad and sandwich meal 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 12:15 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 Executive Committee

**Bob Mueller, Leroy Hanson, Mary Koci, Eric Leichthy, 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

### 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 April 19, 2012 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:** A copy of the April 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 April 2012 revenue/expense report is enclosed. **A motion to accept the report as presented and/or amended will be sought.**

C. **Tecumseh: CDBG #11-DTR-104:** SENDD staff assisted the City of Tecumseh in preparation and submittal of an application to the Downtown Revitalization Category of the Community Development Block Grant (CDBG) Program at the Nebraska Dept. of Economic Development. The City was recently awarded a grant in the amount of \$350,000 (out of a total project of \$500,000) as part of a major renovation to the downtown and historical Courthouse square. This project is Phase II- Implementation of a previous Phase I-Planning Grant completed early this year. SENDD has proposed a contract in the amount of **\$17,000 for CDBG General Administrative services.** The Executive Director is requesting authorization to negotiate and enter into a final contract with the City. **Formal Action is requested.**

D. **Other Financial:**

V. **OLD BUSINESS**

A. **Comprehensive Economic Development Strategy (CEDs):** Staff report on status of contract with CRE and development of e-library and analysis by county. Staff report on status of committee meetings for counties/quadrants. Proposed schedule for completion.

B. **Other Old Business:**

VI. **NEW BUSINESS**

A. **Budget Committee (for SENDD FY 2013 budget review and recommendations at June Board meeting):** As a result of a May 1, 2012 e-mail request to the Full SENDD Board, the Executive Committee has once again been appointed to act as the Budget Review Committee. Budget information will be sent out to Executive Committee members, serving as the Budget Review Committee, prior to the scheduled May 31 meeting for review. Items for review will consist of the following:

1. Review of SENDD FY 2013 Revenue Projections
2. Review of SENDD Annual Wage Worksheet
3. Review of SENDD Staff Salary History
4. Review of SENDD Draft Agencywide Budget and Budget Comparisons
5. Discussion/Action on Setting FY 2013 Membership Dues
6. Adoption of Budget Recommendation to be Presented to the Full SENDD Board of Directors

**Formal action by the Executive Committee is requested** as a recommendation to the Full SENDD Board for the June 21, 2012 scheduled meeting.

***NOTE:** Contents of Item #1 and #4 will remain under review and subject to updates between the date this meeting notice was mailed and the actual meeting date.*

B. **Nominating Committee (for Elections at June Board meeting):** As a result of a May 1, 2012 e-mail request to the Full SENDD Board, the Executive Committee has once again been appointed to act as the Nominating Committee. Attached is a spreadsheet for the Full SENDD Board membership. Also attached is a SENDD Member Update which identifies the non-elected members and their terms of membership. It is anticipated that the Executive Committee will review membership, terms for non-elected members and officers, and will develop a slate of nominees for the following positions: Chair; Vice Chair; Secretary; and Treasurer for the full SENDD Board meeting in June. Current SENDD officers are as follows:

Chair: Bob Mueller, Fillmore County  
Vice-Chair: Leroy Hansen, Saunders County  
Secretary: Mary Koci, Seward County  
Treasurer: Eric Leichty, Vice President of Midwest Bank – Deshler Branch

**Formal Action is requested.**

**VII. STAFF REPORTS AND REMINDERS**

- A. **Newsletter**: A copy of the April 2012 SENDD newsletter is included.
- B. **Next meeting**: Next meeting will be for the Full SENDD Board and is scheduled for June 21, 2012 at the Hy-Vee located at 84<sup>th</sup> and Holdrege St. in Lincoln.
- C. **Staff Reports**: Enclosed is a written report from Jen Olds concerning her attendance at the Nebraska Planning and Zoning Association (NPZA) Annual meeting and the Governor's Conference on Rural Development for 2012

**VIII. ADJOURNMENT**