

# SEND D

Southeast Nebraska Development District

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**TO:** SENDD Executive Committee  
**FROM:** Craig Eberle, Interim Director  
**SUBJECT:** Meeting Notice and Agenda  
**DATE PREPARED:** February 11, 2017

## **MEETING NOTICE**

A meeting of the Southeast Nebraska Development District's **Executive Committee is scheduled for Thursday, February 16, 2017. Please note that we will have the opportunity for a telephone conference connection for those that cannot attend in person.**

The meeting 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, 2100 Fletcher Ave, Ste. 100; Lincoln, NE 68521. The SENDD Executive Committee reserves the right to go into executive session in accordance with Section 84-1410.

### **Note to Executive Committee**

**Lisa Hurley, Kurt Bulgrin, Roger Glawatz, Cheryl Brandenburgh, Erich Tiemann, R. Paul Lambert, Bob Mueller**

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 a 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 and is available for viewing by the public.

**B. Roll Call:** Taken by roll call of members in attendance.

**C. Board Membership:** (Appointments to fill vacancies and non-elected positions and terms.)

### **II. MINUTES**

**A.** Minutes of the January 19, 2017 SENDD Board of Directors 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 January 2017 Check Registry report is enclosed with the meeting agenda. **A motion to accept the report as presented and/or amended will be sought.**
- B. **Revenue/Expense Report:** A copy of the November 2016 and December 2016 Revenue/Expense reports are enclosed with the meeting agenda. The bookkeeping is still being finalized for January 2017. **A motion to accept the report(s) as presented and/or amended will be sought.**
- C. **Contracts:** The Chair has requested the ability to have a consent vote to authorize the Executive Director to negotiate and enter into final contracts for the following proposed contracts between SENDD, organizations and/or communities/counties for services as identified. Formal action is requested.

**Falls City EDGE/Project Denver – Special Services Contract:** The City of Falls City is considering an application to the CDBG Program – Economic Development Category to assist an existing business (currently referred to as “Project Denver”) with a proposed business location in the community. SENDD staff will be assisting both the City and Falls City EDGE 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 (up to \$2,000) – with Falls City EDGE reimbursing SENDD for any additional costs above that amount (up to \$3,500). The Executive Director is requesting consideration and approval of negotiating and entering into a contract, in an amount not to exceed \$3,500, with Falls City EDGE and the benefiting business (“Project Denver”) to complete the CDBG Environmental Review process.

#### V. OLD BUSINESS

- A. **Humboldt Office Lease:** SENDD has given 30 day notice to vacate their current office space in Humboldt. They will vacate the current building by the end of this month, occupying the new space by March 1<sup>st</sup>. An update on moving to the new SENDD office space in Humboldt will be provided.

#### VI. NEW BUSINESS

- A. **Public Comment – 2017 Nebraska Annual Action Plan (AAP):** SENDD staff recently attended a video conference in Lincoln about the 2017 Annual Action Plan (AAP). Staff will be developing a response to be submitted to the Nebraska Department of Economic Development by February 24, 2017 – which is the last day of the 30 day public comment period.

#### VII. STAFF REPORTS AND REMINDERS

- A. **SENDD Membership and Housing Dues Requests FY 2016-2017:** Staff report on status of membership and housing dues requests to SENDD counties and communities for FY 2016-2017.
- B. **SERN Meeting – March 23, 2017:** The next Southeast Nebraska Resource Network (SERN) meeting is scheduled for March 23, 2017 in Nebraska City.
- C. **Southeast Nebraska Partners for Progress (SE P4P):** The next SE P4P meeting will be held on March 3, 2017.

- D. **Nebraska Regional Official Council – Legislative Sessions:** The Nebraska Regional Officials Council (NROC) will be participating in a legislative breakfast, NROC Board meeting and department head meetings on February 27, 2017 in Lincoln. A brief report will be provided.
- E. **Future SENDD Board Meetings:** The next Full SENDD Board meeting is scheduled for March 16, 2017 at the Country Inn and Suites in Lincoln. There may be a need to schedule a Special SENDD Executive Committee meeting in early March due to Executive Director Position search.
- F. **Executive Director Position:** Update regarding the SENDD Executive Director Position search.

VIII. **ADJOURNMENT**