

SEND D

Southeast Nebraska Development District

www.sendd.org

MAIN OFFICE
2631 "O" Street, Lincoln, NE 68510
Office: 402-475-2560
Fax: 402-475-2794
dtaladay@sendd.org

HUMBOLDT OFFICE
PO Box 308, Humboldt, NE 68376
Office: 402-862-2201
Fax: 402-862-2201
senddlisa@windstream.net

TO: SENDD Executive Committee
FROM: David R. Taladay, Executive Director
SUBJECT: Meeting Notice and Agenda
DATE PREPARED: August 13, 2015

MEETING NOTICE

A meeting of the Southeast Nebraska Development District's **Executive Committee is scheduled for THURSDAY, AUGUST 20, 2015. 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

Lisa Hurley, Kurt Bulgrin, Tim McDermott, Cheryl Brandenburgh, Erich Tiemann, Doug Watts, Roger Glawatz

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.... **1-855-332-4181**
- 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 at the SENDD Office and is available for viewing by the public.
- B.** **Roll Call:** Taken by registration of members in attendance
- C.** **Board Membership:** (Appointments to fill vacancies and non-elected positions and terms.)

Filling of Open SENDD Board Member Vacancies: SENDD currently has two At-Large Representative positions to fill on the SENDD Board of Directors. Staff will provide an update on filling these vacant positions on the Full SENDD Board.

II. MINUTES

- A.** Minutes of the July 16, 2015 SENDD 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:** The July 2015 Check Registry report is attached for review. **A motion to accept the report as presented and/or amended will be sought.**
- B. **Revenue/Expense Report:** The June 2015 and July 2015 bookkeeping is still being finalized at this time. SENDD is waiting for the final financial adjustments from the auditors for 6-30-15. A copy of the June 2015 revenue/expense report has been enclosed. This is a preliminary report for discussion purposes only. If available, a copy of the final June 2015 and July 2015 revenue/expense reports will be distributed prior to the meeting. **A motion to accept the report as presented and/or amended may be sought.**
- C. **Excess Annual Personal Leave Settlement:** In accordance with policy previously established by the SENDD Board of Directors, the required settlements were made to the personal leave account as of June 30, 2015. This resulted in withdrawals from the account to satisfy excess personal leave accumulated by staff, and to cover SENDD's share of Federal and State taxes. A Personal Leave Account Status report has been enclosed with the meeting agenda. An overview of this report detailing the personal leave account status as of June 30, 2015 will be provided.

V. OLD BUSINESS

- A. **SENDD Personnel Policies/Travel Policies Implementation:** The Executive Director will provide an update on the implementation of changes approved to the SENDD Personnel Policies and Procedures and SENDD Travel Policies. These changes were approved at the March 19, 2015 Full SENDD Board meeting, and effective as of July 1, 2015.
- B. **HUD Environmental Reviews – Public Housing Authorities:** SENDD is under contract with 15 municipalities to facilitate Environmental Review Records (ERR's) for proposed capital expenditures funded by the Department of Housing and Urban Development (HUD). These ERR's are being prepared for local Public Housing Authorities (PHA's), with the municipality and the PHA executing a Memorandum of Understanding (MOU) that authorizes the municipality to complete the ERRPHA responsible for all costs. SENDD staff will provide an update on the status of these ERR projects.

VI. NEW BUSINESS

VII. STAFF REPORTS AND REMINDERS

- A. **SENDD 2014-2015 Performance Report:** SENDD staff are still finalizing this report. Staff will provide an update on the status on the SENDD 2014-2015 Performance Report.
- B. **Southeast Nebraska Partners for Progress Familiarization Tour:** Southeast Nebraska Partners for Progress (P4P) was selected as a Stronger Economies Together (SET) region and is working with UNL Extension and USDA-RD to develop an economic development plan for the region. This region includes Johnson, Nemaha, Otoe, Pawnee and Richardson counties. A familiarization tour has been planned for August 29, 2015. An invitation to participate and flyer of the tour itinerary is enclosed with the meeting agenda.
- C. **SENDD Membership Dues Requests FY 2015-2016:** SENDD staff will report on the status of membership dues requests to SENDD counties and communities for FY 2015-2016. This will also include an update on county consideration of resolutions to enter into new Interlocal Agreements with SENDD.

- D. **Lancaster County Membership:** SENDD staff will report on the status of proposed SENDD membership in FY 2015-2016.

- E. **LB 318 Funding:** SENDD staff will report on the status of LB 318 funding for development districts. This funding is intended to be utilized by the District's to assist the Nebraska Department of Economic Development (NDED) with programs, projects, communications, etc. The Nebraska Regional Officials Council (NROC) has a meeting scheduled with NDED on Monday, August 17 to discuss implementation of this funding.

- F. **Next SENDD Meeting:** The next SENDD Full Board meeting is currently scheduled for September 17, 2015 in Lincoln. This meeting will likely include a presentation of the SENDD FY 2014-2015 Financial Audit.

VIII. ADJOURNMENT