

SEND D

Southeast Nebraska Development District

www.sendd.org

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TO: SENDD Executive Committee
FROM: Craig Eberle, Interim Director
SUBJECT: Meeting Notice and Agenda
DATE PREPARED: December 6, 2016

MEETING NOTICE

A meeting of the Southeast Nebraska Development District's **Executive Committee is scheduled for Thursday, December 8, 2016. Please note that the Chair has requested a meeting in person, however we will have the opportunity for a telephone conference connection for those that cannot attend in person. The meeting will be at the SENDD-Lincoln office, 2100 Fletcher Ave, Ste. 100; Lincoln, NE 68521. Due to scheduling conflicts, this meeting is to take the place of the regularly scheduled December 15, 2016 SENDD Executive Committee meeting.**

The meeting is scheduled to begin at approximately 3:00 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, 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, Tim McDermott, Cheryl Brandenburgh, Erich Tiemann, R. Paul Lambert, 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 a Telephone Conference:

After 3:00 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 November 11, 2016 meeting of the SENDD Executive Committee meeting, as well as minutes of the November 22, 2016 Special Full 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 November 2016 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 October 2016 Revenue/Expense report is enclosed with the meeting agenda. The bookkeeping is still being finalized for November 2016. If available, the November report will be distributed prior to the meeting. **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.**

York DTR I – Downtown Revitalization: CDBG award of \$30,000 for a Phase-1 planning project proposed for a Downtown Revitalization Study, with a local match of \$9,000. Total project of \$39,000. SENDD contract for CDBG Administration not to exceed an amount of \$3,000.

Seward DTR I – Downtown Revitalization: CDBG award of \$30,000 for a Phase-1 planning project proposed for a Downtown Revitalization Study, with a local match of \$9,000. Total project of \$39,000. SENDD contract for CDBG Administration not to exceed an amount of \$3,000.

V. OLD BUSINESS

VI. NEW BUSINESS

- A. **SENDD Indirect Cost Proposal:** Due to receipt of funding from the Economic Development Administration (EDA), SENDD is required to submit a “Certification of the Indirect Allocation Plan and Costs” on an annual basis. A copy of the proposed Indirect Cost Proposal and full Cost Allocation Plan is enclosed with this notice/agenda. The Executive Director is requesting review and consideration of approval of the SENDD FY 2017 Indirect Cost Proposal and Cost Allocation Plan for development of the Certification. **Formal Action is requested.**

VII. STAFF REPORTS AND REMINDERS

- A. **Newsletter:** A December 2016 Newsletter is being drafted and will be distributed by the end of the month.
- B. **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.
- C. **Nebraska Business Credit Collaborative Meeting:** The next meeting is scheduled for next Friday, December 16th at the Federal Reserve Bank in Omaha. SENDD staff will be attending this meeting.
- D. **Future SENDD Board Meetings:** This meeting is taking the place of the regularly scheduled SENDD Executive Committee meeting, originally to be held on December 15, 2016. The next Full SENDD Board meeting is scheduled for January 19, 2017.
- E. **Executive Director Position:** Discussion regarding the Executive Director position. An executive session may be requested for this discussion. **Formal action may be requested.**

VIII. ADJOURNMENT