

# SEND D

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 13, 2014

## **MEETING NOTICE**

A meeting of the Southeast Nebraska Development District's **Executive Committee is scheduled for Thursday, FEBRUARY 20, 2014. 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, Bill Wenz, Tim McDermott, Cheryl Brandenburgh, Nick Harling**

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 (Note new numbers):**

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

### **II. MINUTES**

**A.** Minutes of the January 16, 2014 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 2014 check registry report is enclosed. **A motion to accept the report as presented and/or amended will be sought.**

- B. **Revenue/Expense Report:** The January 2014 bookkeeping is still being finalized at this time. It is anticipated that a copy of the January 2014 revenue/expense report will be distributed prior to the meeting. **A motion to accept the report as presented and/or amended will be sought.**
- C. **Syracuse – Leadership Community Certification:** The City of Syracuse is working to obtain a Leadership Community Certification through the Nebraska Department of Economic Development (NDED). SENDD has proposed a contract to assist in the compiling of the appropriate information and the development of the application for the program. The Executive Director is requesting authorization to negotiate and enter into a contract, up to a maximum of \$5,000, for these special services. **Formal Action is requested.**
- D. **Hubbell – CDBG #13-PP-011 Planning Grant:** SENDD staff assisted the Village of Hubbell in developing and submitting an application to NDED for a planning grant to complete a Preliminary Engineering Report on the communities Water System. The Village received a grant in the amount of \$21,500, to be matched by \$6,700 in local funds for the project. SENDD has entered into a contract for CDBG General Administration in the amount of \$1,500. **The Executive Director is requesting Retroactive Approval of this action.** SENDD will also be proposing a contract, in the amount, not to exceed \$3,000, to assist the Village in coordination of project meetings, local citizen participation activities, etc. The Executive Director is requesting authorization to negotiate and enter into this contract for services. **Formal Action is requested.**

V. **OLD BUSINESS**

- A. **SENDD Personnel Policies Review:** Review and comments at this time. A copy of the Personnel Policies is attached, along with notes on the history of Personal Leave and Flex Time policies.
- B. **SENDD Equipment Upgrades:** Review proposed upgrades in equipment and software.

VI. **NEW BUSINESS**

- A. **None at this time**

VII. **STAFF REPORTS AND REMINDERS**

- A. **Newsletter:** February 2014 Newsletter
- B. **NDED – Schedule of NAHP and CDBG Project Applications:**
- C. **SENDD Staff – Potential Project Applications:** See attached list for potential community and project activities for 2014 applications.
- D. **NROC Meeting:** Statewide CEDS development discussed at Feb. 13 telephone conference. Report from staff.
- E. **SERN Meeting:** Meeting for SERN scheduled for Feb. 20, 2014 at SCC in Lincoln. See attached agenda.
- F. **Next SENDD Meeting:** The next Full SENDD Board meeting is currently scheduled for March 20, 2014 to be held at the Club Room of the Hy-Vee Store at 84<sup>th</sup> and Holdrege St. in Lincoln.

VIII. **ADJOURNMENT**