

# SEND D

Southeast Nebraska Development District

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**TO:** SENDD Board of Directors  
**FROM:** David R. Taladay, Executive Director  
**SUBJECT:** Meeting Notice and Agenda  
**DATE PREPARED:** June 14, 2012

## **MEETING NOTICE**

A dinner/meeting of the Southeast Nebraska Development District's **Board of Directors is scheduled for Thursday, JUNE 21, 2012.** PLEASE NOTE THAT the evening will begin with a 6:30 p.m. dinner which will be 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 the Fried Chicken Dinner 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 7:00 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, 2631 "O" St.

### **Note to Board of Directors**

Providing you have a conflict with this meeting date and will be unable to attend, **please** contact the SENDD Lincoln office and advise a staff member that you will not be present. Thank you.

## **MEETING AGENDA**

**NOTE: The evening will start with an "Informal CEDS Open House" at 6:00 PM. Staff will provide copies of CEDS information and be available for questions and ongoing discussion during this time and dinner.**

### **I. CALL TO ORDER (Approximately 7:00 PM)**

- 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 with introduction of all members.
- C.** **Board membership:** (Appointments to fill vacancies and non-elected positions and terms.) Stephanie Shrader and Gus Brown have agreed to a full 3-year term, if approved. They both were previously appointed for the 1-year partial term as part of the staggered terms for non-elected positions. Eric Leichy has submitted his resignation from the Board. He is moving to the Giltner, Nebraska area to manage a new bank there. Request for appointment of Mr. Mark Kolterman, Senior Agent with Principal Financial Group in Seward and a new member of the Seward County Economic Development Corp. to fill the remaining term (June 30, 2014) for Mr. Leichy. **Formal Action is requested.**

### **II. MINUTES**

- A.** Minutes of the March 15, 2012 Full SENDD Board meeting, as well minutes of the April 19, 2012 and May 31, 2012 Executive Committee meeting are enclosed with this notice/agenda. **A motion for approval of minutes as written/amended will be sought.**

### **III. AGENDA ADJUSTMENT**

IV. **CEDS District Wide Work Session:** In an effort to provide guidance to SENDD staff in developing the Comprehensive Economic Development Strategy (CEDS), a Work Session of approximately 30+ minutes will allow SENDD Board members and participants from the sub-regional Caucus sessions to review the CEDS process, a summary of input and proposed Goals and Objectives for the CEDS document. Staff will lead a presentation and discussion. A more detailed agenda will be sent out to participants of the CEDS Caucus groups. We are inviting those members to attend this session and the dinner as well. **Formal Action will be requested in determining Goals and Strategies.**

V. **FINANCIAL**

A. **Check Registry:** A copy of the May 2012 Check Registry is enclosed. **A motion to accept the report as presented and/or amended will be sought.**

B. **Revenue/Expense Report:** A copy of the May 2012 Revenue/Expense report is enclosed. **A motion to accept the report as presented and/or amended will be sought.**

C. **Recommendation from Budget Committee for SENDD Budget 2012-2013:** Members of the SENDD Executive/Budget Committee met on May 31, 2012 (Executive Committee served as the Budget Committee as per authorized approval obtained via e-mail distribution by the Full SENDD Board) and undertook a process resulting in the development of a proposed budget for the SENDD Fiscal Year 2013. A review of the Budget Committee's report documents (enclosed in the meeting packet) will be undertaken as follows:

1. Review of Projected SENDD FY 2013 Revenue Projections
2. Review of SENDD Annual Wage Worksheet and Incremental Wage Increases
3. Review of SENDD Staff Salary History with Historical Wage Increases
4. Review of SENDD Draft Agency wide Budget and Budget Comparisons

Following discussion, the Chair will seek the following motions:

- F.1. **FY 2013 Wage Increase:** Motion to establish the percent of wage increase to Fiscal Year 2013. **Formal Action is requested.**
- F.2. **FY 2013 Membership Dues:** Motion to establish FY 2013 membership dues rates. **Formal Action is requested.**
- F.3. **FY 2013 Budget:** Motion adopting FY 2013 Budget with adjustments for the wage increase as approved by the full Board of Directors. **Formal Action is requested.**

D. **Other Financial:**

VI. **OLD BUSINESS**

A. **Non-Profit Development Organization (NDO):** The SENDD Board has previously authorized the expenditure of Staff time and some financing to assist in the development of a regional NDO, with a purpose of acting as a lending and fund management organization in the 15-county SENDD region. A meeting of the three initial Directors of Southeast Nebraska Development, Incorporated (SEND, Inc.) was held on May 25, 2012. The Directors approved the "Articles of Incorporation" for the organization and those have been sent to the Nebraska Secretary of State for filing as a State Chartered Not-for-Profit Corporation. A "Notice of Incorporation" will be published for three successive weeks as required, starting on Thursday, June 14, 2012. When the affidavit of publication is presented to the Secretary of State, the Incorporation, as a State Chartered organization, is completed. The Board of Directors will meet again soon to review/approve the By-Laws of SEND, Inc. and to fill out the Board membership for five Directors. The process for filing as an IRS 501(c)(3) tax exempt organization will then be undertaken.

B. **Nuisance Code Enforcement Program:** The SENDD Board has previously authorized staff to develop a program and to negotiate a contract for services for a pilot project for the Nuisance Code Enforcement Program. Staff have worked with the Village of Dorchester in Saline County and a contract has been executed between the Village and SENDD. The Executive Director is

requesting retroactive approval of the contract in the maximum amount of \$5,161.10. **Formal action is requested.**

Several other SENDD member communities and one non-member community have also expressed interest in the program. Staff will provide a short discussion concerning the interested communities, the proposed time frame for review of potential contracts and will request direction on negotiations with non-member contacts. **Formal Action is requested.**

- C. **Election of SENDD FY 2013 Officers:** During its meeting held on May 31, 2012, members of the SENDD Executive/Nominating Committee (Executive Committee served as the Nominating Committee as per authorized approval obtained via e-mail distribution by the Full SENDD Board) developed a slate of nominees to serve as officers during the 2013 Fiscal Year. That slate of officers will be presented during the full SENDD Board meeting. The Chair will also seek nominations from the floor. Following the close of nominations, the Chair will seek a motion to close nominations and entertain a motion to either hold a ballot vote or approve the slate of officers as presented by the Nominating Committee. **Formal Action is requested.**

An expanded Executive Committee has included the four SENDD officers and three other appointed members. The Chair may appoint the three members with approval from the full SENDD Board. **Formal Action is requested.**

- D. **USDA-RD Intermediary Relending Program (IRP) Revised Application/Additional Funding:** On May 14, 2012 SENDD submitted an application to USDA-Rural Development for \$152,000 of Intermediary Relending Program (IRP) loan funds. Due to loan program costs and advisement by USDA-RD staff that there was limited competition for the state allocation, SENDD did not submit an application to the Nebraska Enterprise Funds (NEF) Evergreen Loan Program for matching loan funds. On June 5, 2012 USDA-RD was notified of the availability of additional IRP funds for this fiscal year. Nebraska's state allocation of IRP funds has been increased by \$71,000 to a total of \$223,000. SENDD has thus received an invitation from USDA-RD to increase their request for IRP loan funds from \$152,000 to \$223,000. SENDD was required by USDA-RD to respond by June 8, 2012 regarding our interest in applying for the additional loan capital. SENDD responded to USDA-RD on that date indicating their interest in applying for the additional loan capital. A revised application proposal is included with this notice/agenda. The Executive Director is requesting approval of a revised IRP application in the amount of \$223,000 to the USDA-RD Intermediary Relending Program. **Formal Action is requested.**

- E. **Other Old Business.**

## VII. NEW BUSINESS

- A. **Local CDBG-Program Income Revolving Loan funds and NDED proposal for "Monitoring" or Return Funds:** Staff will provide information concerning local revolving loan funds in the State (88-programs) and the SENDD Region (23-programs). The Nebraska Department of Economic Development (NDED) has sent out correspondence indicating that NDED will perform "CDBG Compliance Monitoring" on these Program Income Reuse activities (for the first time on over 20-years). As an alternative, the community/county may "return and CDBG Program Income" to NDED and no monitoring will be scheduled. This approach has been reflected some "deep concerns" from communities. Staff will provide some discussion of the effects on member communities. The League of Nebraska Municipalities is also involved in reviewing this controversial approach by NDED. **Formal Action may be requested.**

- B. **Other New Business:**

## VIII. STAFF REPORTS AND REMINDERS

Monthly Newsletter  
SERN – Report on meeting June 20, 2012

## IX. ADJOURNMENT