

SEND D

Southeast Nebraska Development District

AMENDED AGENDA

SOUTHEAST NEBRASKA DEVELOPMENT DISTRICT
EXECUTIVE COMMITTEE
OCTOBER 19, 2017
12:00 PM
SEND D LINCOLN OFFICE

- I. CALL TO ORDER
- II. ADOPT AGENDA
- III. APPROVAL OF MINUTES – SEPTEMBER 21, 2017 SEND D BOARD MEETING
- IV. TREASURER’S REPORT
 1. CHECK REGISTRY REPORT – SEPTEMBER 2017
 2. REVENUE-EXPENSE REPORT – JUNE 2017
 3. SEND D/SEND, INC. QUARTERLY LOAN REPORT (APRIL-JUNE 2017)
- V. COMMITTEE REPORTS:
 1. PERSONNEL COMMITTEE REPORT
 2. BUDGET AND FINANCE COMMITTEE REPORT
- VI. NEW BUSINESS:
 1. **ACTION ITEM-** CUSTODIAN OF RECORDS POLICY
 2. **ACTION ITEM-** CONTRACTS:
 - A. APPROVAL TO NEGOTIATE AND ENTER INTO CONTRACT WITH THE VILLAGE OF DAVENPORT TO PROVIDE GENERAL ADMINISTRATION, HOUSING MANAGEMENT AND LEAD HAZARD SCREENING OF THEIR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) HOUSING PROGRAM INCOME.
 - B. RETRO-ACTIVE APPROVAL TO NEGOTIATE AND ENTER INTO CONTRACT WITH THE CENTER FOR RURAL AFFAIRS (CFRA) – RURAL ENTERPRISE ASSISTANCE PROJECT (REAP) TO PROVIDE TECHNICAL ASSISTANCE IN THE AMOUNT OF \$5,000.
 3. **ACTION ITEM-** APPLY FOR ENVIRONMENTAL PROTECTION AGENCY (EPA) BROWNFIELD REVOLVING LOAN FUND (RLF) IN THE AMOUNT OF \$1 MILLION
 4. **ACTION ITEM-** REMOVE CRAIG EBERLE AS SEND D ACCOUNT SIGNATORY AND ADD JIM WARRELMANN (THIS WOULD GO INTO EFFECT OCTOBER 26TH.)
- VII. OLD BUSINESS:
 1. SEND D BOARD MEMBER TO FILL NON-GOVERNMENTAL-PRIVATE SECTOR VACANT BOARD MEMBER POSITION ROD RIESEN – VICE PRESIDENT OF COMMERCIAL LENDING (BANK OF ASHLAND)
- VIII. OTHER BUSINESS:
 1. STAFFING UPDATE
 - A. CRAIG EBERLE
 2. EMPLOYEE PAYMENT OF DEPENDENT HEALTH INSURANCE BENEFITS

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- IX. STATUS/STAFF REPORTS:
 - 1. COMMUNITY AND REGIONAL PLANNING ACTIVITIES (SEE ATTACHED)
 - 2. SERN/SET P4P UPDATES

- X. REPORT OF BOARD CHAIRPERSON

- XI. REPORT OF EXECUTIVE DIRECTOR

- XII. NEXT MEETING
 - 1. SENDD EXECUTIVE COMMITTEE: NOVEMBER 16, 2017 AT NOON AT THE SENDD LINCOLN OFFICE
 - 2. FULL SENDD BOARD MEETING (BUSINESS MEETING AND DINNER): JANUARY 18, 2018 AT 6:30 P.M. IN LINCOLN

- XIII. EXECUTIVE SESSION REGARDING PERSONNEL MATTER – DISCUSSION OF JOB PERFORMANCE

- XIV. ADJOURN

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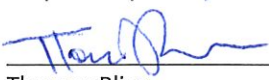
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Agenda Action Item

Date: October 16, 2017

Prepared by:



Thomas Bliss
Executive Director

Reviewed by:



Monica Monteros
Bookkeeper/Special Projects Coordinator

ISSUE

Approval for SENDD to pursue an Environmental Protection Agency (EPA) Brownfield Revolving Loan Fund grant for \$1 million.

BACKGROUND

Funds associated with this grant will cover a 16-county region; which include Cass, Fillmore, Gage, Jefferson, Johnson, Lancaster, Nemaha, Otoe, Pawnee, Polk, Richardson, Saline, Saunders, Seward, Thayer, and York counties.(Lancaster County is included as part of the project.)

One of the most significant problems facing southeast Nebraska is outmigration and housing. Much of this can be attributed to high school graduates and younger families moving from the area due to local economic conditions and lack of affordable housing. Despite activities to reduce or stop this exodus, nine of the 16 counties have lost population since 2001. As families leave, fewer customers patronize restaurants, grocery stores and pharmacies, leading to closures, unemployment, a weakened tax base and the inability for communities to work through these issues. In turn, the empty storefronts and homes become Brownfield sites. This project will work to address the Brownfield issue and improve the region's economy.

SEND D's planned Brownfield RLF is modeled after our existing USDA loan programs. This experience will be coupled with Brownfield RLF-specific support documents. SENDD staff has worked with previous EPA RLF recipients to develop a full Brownfield RLF loan/sub-grant application, loan and sub-grant checklist, pre-application form and prudent lending practices guide.

Loans and sub-grants will range from \$50,000 to \$200,000 depending upon program (hazardous substances and petroleum). Participants will require a 20% match. SENDD will contract a qualified environmental professional to help with the technical aspects. Program specifics will be included in the RLF work plan.

We anticipate this will complement our existing loan programs.

SYNOPSIS

SEND D staff would like to pursue a \$1 million EPA Brownfield RLF. These dollars will be used to create a new RLF that will support economic development and community revitalization activities across a 16-county region in southeast Nebraska.

OPTIONS

1. Approval for SENDD to pursue the EPA RLF grant for \$1 million.
2. Do not approve SENDD to pursue the EPA grant.
3. Other action as deemed appropriate by SENDD Board.

RECOMMENDATIONS

Allow SENDD to pursue the EPA Brownfield RLF grant for \$1 million.

BUDGET IMPACT

Short-term impact will require a letter from SENDD's attorney stating that we are an eligible entity. The potential long-term benefit for this action is \$1 million resource for the region.

SENDD Activities:

- Continue to work on verification documents and scoring applications for the Deshler, Fairbury and Fairmont 2016 OOR programs.
- Continue to work on program income & project status reports for multiple communities / organizations
- Continue to work on contractor bid packets for the City of Crete DTR program
- Continue to work on closing out 2014 OOR programs for York, Hebron, Crete & Fairbury
- Submitted OOR full applications for the 2017 CDBG cycle for Geneva, Wymore & Hubbell
- Prepared payoff letters and reconveyance documents for several prior projects
- Working on closing out the 2015 SENAHC County wide (Seward, Lancaster & Saunders) disaster relief program
- Working to qualify new contractors to add to our active bidding list
- Attended public hearing for the 2017 Hubbell OOR application
- Attended public hearing for the 2017 Wymore OOR application
- Updated Program Income guidelines for various communities
- Participated in developing a program income re-use plan for Davenport
- Working with the City of Hebron on their program income re-use plan
- Provided assistance with the application intake and bid recommendations for projects in Nebraska City, Humboldt and Talmage.

For additional information, please call me at: jwarrelmann@sendedd.org or 402-475-2560.

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Jim Warrelmann

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Nuisance Program Manager & Housing Rehabilitation Specialist Report, October 2017

- I created and mailed the Bradshaw nuisance courtesy letters and will re-survey the parcels in early November.
- I had been communicating with a representative from the Adams' village board. I met with the board and proposed SENDD's nuisance program. They appreciated the proposal and said they would contact us if they need it.
- I sent out bids for two houses in Humboldt. If both bids are feasible, we will hit our goal on the Humboldt Trust Fund Rehabilitation Program.
- I created a rough draft business plan. The business plan deals with using my Building Inspector certification and experience to help our districts communities in the area of permits and inspections.
- It's that time of year to remember to disconnect your garden hose and drain your in-ground sprinkler system.
- Another Before and After shot in Humboldt.



For additional information on any of these projects, please call me at 402-475-2560.

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