

SOUTHEAST NEBRASKA DEVELOPMENT DISTRICT  
EXECUTIVE COMMITTEE  
MINUTES OF THE DECEMBER 17, 2015 MEETING

The regularly scheduled monthly meeting of the Southeast Nebraska Development District's Executive Committee was scheduled and held on Thursday, December 17, 2015. This meeting was conducted via teleconference.

**I. CALL TO ORDER**

A. The meeting was called to order by SENDD Chair Lisa Hurley at approximately 6:31 P.M at the SENDD-Lincoln office located at 2631 "O" Street in Lincoln. Pursuant to Section 84-1412(8) of the Nebraska Open Meetings Act, a current copy of the Open Meetings Act was posted in the meeting room at the SENDD Office and is available for viewing by the public.

B. Roll call: The following 6 Executive Committee members were present: Lisa Hurley, York County Development Corp.; Kurt Bulgrin, York Co. (arrived later in the meeting); Tim McDermott, Saline Co.; Cheryl Brandenburgh, Black Hills Energy; Erich Tiemann, Gage Co. (arrived later in the meeting); and Roger Glawatz, Seward Co.

Executive Committee members absent (1): Doug Watts, Greater Wahoo Development Foundation

SEND D Staff members present were Dave Taladay and Craig Eberle, Lincoln

C. Board Membership: (Appointments to fill vacancies and non-elected positions and terms).

Filling of Open SENDD Board Member Vacancies: Taladay briefed the SENDD Executive Committee on open SENDD Board of Director vacancies. SENDD currently has two positions to fill on the SENDD Board. He has been in conversation with Mike Mullally of Mullally Law Office in Seward about filling one of the vacant positions. Mr. Mullally has expressed some interest in serving on the SENDD Board of Directors. Taladay indicated that he will be sending him more information about the SENDD organization. No formal action was required on the Filling of Open SENDD Board Member Vacancies agenda item and none taken.

**II. MINUTES**

The previous SENDD Executive Committee meeting minutes (held on November 19, 2015) were included in the meeting packet that was sent out to the Executive Committee. Chair Hurley asked the SENDD Executive Committee members in attendance if there were any corrections or additions to the previous meeting minutes. With no corrections or additions from the Executive Committee, Chair Hurley called for a motion. Moved by Glawatz, seconded by McDermott to approve the minutes of the November 19, 2015 SENDD Executive Committee meeting as presented. Chair Hurley then proceeded with a roll call voice vote. Hurley: Yes; McDermott: Yes; Brandenburgh: Yes; Glawatz: Yes. Motion passed unanimously on the roll call voice vote.

**III. AGENDA ADJUSTMENTS**

There were no agenda adjustments to be brought before the SENDD Executive Committee at this time.

**IV. FINANCIAL**

A. Check Registry: A copy of the November 2015 Check Registry report was sent out with the meeting packet. Taladay briefed the Executive Committee on the check registry report. He stated that revenues were significant due to project fees received during the month, as well as final membership and housing dues received from counties/communities. After the brief overview by Taladay, Chair Hurley called for a motion. Moved by McDermott, seconded by Brandenburgh to approve the November 2015 Check Registry report as previously distributed. Chair Hurley then proceeded with a roll call voice vote. Hurley: Yes; McDermott: Yes; Brandenburgh: Yes; Glawatz: Yes. Tiemann abstained. Motion passed on the roll call voice vote.

B. Revenue/Expense Report: A copy of the November 2015 Revenue/Expense Report was distributed prior to the meeting. Taladay and Eberle advised the SENDD Executive Committee about the November 2015

Revenue/Expense report. Revenues exceeded expenses during the month. Total projected expenses are running close to budgeted numbers. Taladay remarked that they are keeping a close eye on utilities, as their electric bill is much higher than in the past. They have contacted their utility provider for an explanation. McDermott asked for clarification on the large surplus number. Taladay and Eberle replied by stating that the surplus is high at this time primarily due to membership and housing dues coming in during the first three months of the fiscal year. This tends to overstate revenues, which results in a high surplus balance. The surplus amount will likely decrease over the next few months as revenues received slow down, and expenses remain steady. After the briefing by Taladay and Eberle, Chair Hurley called for a motion. Moved by Glawatz, seconded by McDermott to approve the November 2015 Revenue/Expense report as previously distributed. Chair Hurley then proceeded with a roll call voice vote. Hurley: Yes; Bulgrin: Yes; McDermott: Yes; Brandenburg: Yes; Tiemann: Yes; Glawatz: Yes. Motion passed unanimously on the roll call voice vote.

C. Contracts: There were no contracts presented for discussion and/or action at this meeting.

## V. OLD BUSINESS

A. Executive Director Reports: Taladay reported on the status of the following performance goals and other activities:

Software Review: Taladay informed the SENDD Executive Committee that he has been researching Abila and their MIP Fund Accounting software. He is working to set up a demo and discussion with the company about this program.

Housing Team Meeting – December 8, 2015: A SENDD housing team meeting was held on December 8, 2015. At this meeting they discussed staff responsibilities to develop new applications.

Membership Dues Report: Taladay indicated that as of the meeting date all 15 SENDD counties and 107 municipalities paid FY 2015-2016 membership dues. So 100% of all counties and 77% of all municipalities paid membership dues for FY 2015-2016. Some new communities to join this year are Yutan, Western and Bradshaw. As far as housing dues, 9 SENDD counties and 71 municipalities paid FY 2015-2016 voluntary housing dues. So 60% of all counties and 56% of all municipalities paid housing dues for FY 2015-2016.

Office Space Amenities: Taladay informed the SENDD Executive Committee that he has had discussions with building management about updates to our office space. He looked at a building on 16<sup>th</sup> and N Street in Lincoln. It was a reasonable space, but price per square foot is much higher than SENDD's current location. Chair Hurley asked if moving the office away from downtown would result in lower rent costs. Taladay responded by stating that the rent is not any lower the further you get from downtown. All rentals he has inquired about are at least \$10/sq. ft.

LB 318 Funding: Distributed with the meeting agenda was a memo illustrating the policies, uses and legislation involved for LB 318. Brian Gaskill with the Nebraska Department of Economic Development (DED) attended the most recent NROC meeting on December 9, 2015 to provide an update on where DED is at with the process. DED has finished drafting their rules and regulations for the LB 318 funding. It is anticipated that funding will likely be available to the Development Districts in early 2016.

EDA Peer Review – December 3, 2015: Taladay stated that the EDA Peer Review was held on December 3, 2015 at the Lower Platte South NRD office building in Lincoln. Distributed with the meeting agenda was a copy of the power point presentation that Taladay and Eberle delivered to the group. A total of four organizations were reviewed by EDA at this event. These organizations were SENDD, SCEDD, MAPA, and Northeast Missouri RCOG. Taladay indicated that many of EDA's peer review questions were addressed in the power point. There were good Q & A discussions between the Districts and EDA staff present.

At this time there was some discussion by the SENDD Executive Committee about looking into SENDD's phone service provider. Taladay indicated that they are considering a proposal from Windstream to bundle internet and phone service for both the Lincoln and Humboldt offices.

## VI. NEW BUSINESS

A. Intermediary Relending Program (IRP) Application with USDA-Rural Development: SENDD staff are considering the development of an application to the USDA-RD IRP program for capitalizing a "Regional IRP Loan Fund". SENDD has two existing IRP loan funds, however almost all funds have been loaned out and are being repaid. SENDD did apply for a \$500,000 IRP in March of 2014, however that application was not funded due to lack of matching funds. The SENDD Executive Director is requesting discussion and consideration of submitting a new IRP application to USDA-RD.

Eberle informed the SENDD Executive Committee about the status of the SENDD IRP application. He indicated that he is still working with USDA-RD staff on improving SENDD's application grade. An application will not be ready for submittal by the next quarterly deadline (December 31, 2015). Eberle indicated that he is looking at the next quarterly deadline (March 31, 2016) to submit an IRP application to USDA-RD. No formal action was required on the Intermediary Relending Program (IRP) Application with USDA-Rural Development agenda item and none taken.

## VII. STAFF REPORTS AND REMINDERS

A. Newsletter: Taladay informed the SENDD Executive Committee that the December 2015 newsletter was distributed earlier this month. This newsletter identified SENDD staff contact assignments by counties.

B. SEND 2014-2015 Performance Report: Taladay indicated that the SEND 2014-2015 Performance Report is still in process. This report should finished by the end of January 2016.

C. Southeast Nebraska Partners for Progress: Taladay stated that 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. SENDD Program Manager Lisa Beethe is assisting with this process. The last meeting was held on December 2, 2015 at the Syracuse Library. The next meeting is scheduled for January 6, 2016 in Falls City. Taladay mentioned the notice and recognition from SENDD Board Treasurer Brandenburg about Beethe's work for the sessions.

D. SERN Meeting – November 19, 2015: Minutes from the November 19, 2015 SERN meeting were distributed with the meeting notice. Taladay advised the SENDD Executive Committee that the meeting went well. It included roundtable updates and presentations from the City of Plattsmouth about the proposed Riverfront Development, Robin's Pantry, and Oxbow Animal Health.

E. Next SENDD meeting: Taladay stated that the next Full SENDD Board meeting is scheduled for January 21, 2016 in Lincoln. He advised the SENDD Executive Committee that he has been checking around for a place to hold the meeting. Nothing is finalized yet, however he did reserve the meeting space at NET in Lincoln. NET has a \$50 charge for the meeting space and another \$50 charge for audio/visual. They will still have a meal catered in for the SENDD Board and staff attending. Taladay indicated that he will have a specific location determined prior to distributing the January meeting packet.

## VIII. ADJOURNMENT

There being no further business to come before the SENDD Executive Committee, Chair Hurley called for a motion from the SENDD Executive Committee to adjourn the meeting. This motion was moved by McDermott, seconded by Glawatz and approved unanimously by the SENDD Executive Committee. The meeting was adjourned at approximately 6:58 P.M.

Respectfully Submitted:



Craig Eberle  
Secretary Pro Tem