



## AGENDA

SOUTHEAST NEBRASKA DEVELOPMENT DISTRICT  
EXECUTIVE COMMITTEE MEETING  
WEDNESDAY, APRIL 24, 2024  
NOON – SEND D’S LINCOLN OFFICE  
7407 O STREET, LINCOLN, NE 68510

- I. CALL TO ORDER
- II. OPEN MEETINGS ACT
- III. ADOPT AGENDA
- IV. APPROVAL OF MINUTES – MARCH 21, 2024 SEND D BOARD OF DIRECTORS MEETING
- V. TREASURER’S REPORT
  1. HBE UPDATE
  2. FINANCIAL STATEMENTS
- VI. COMMITTEE REPORTS:
  1. PERSONNEL COMMITTEE REPORT
  2. BUDGET AND FINANCE COMMITTEE REPORT
- VII. NEW BUSINESS:
  1. **ACTION ITEM** – CONSIDER ALLOWING STAFF TO APPROVE A BROADBAND MAPPING CONTRACT NOT TO EXCEED \$78,000 WITH A CONSULTANT (TBD)
  2. **ACTION ITEM** – CONSIDER ALLOWING STAFF TO ENTER INTO A CONTRACT WITH AMERICAN CONNECTIVITY CORPS FOR A BROADBAND FELLOW - \$30,000
  3. **DISCUSSION ITEM** – REVIEW SEND D FY 24-25 BUDGET
- VIII. OLD BUSINESS:
  1. **DISCUSSION ITEM** – MEMBERSHIP STRUCTURE
  - 2.
- IX. OTHER BUSINESS:
  1. SENAHC UPDATE
  2. SEND, INC. UPDATE
  3. SEND D CONTRACTING
- X. STATUS/STAFF REPORTS:
  1. COMMUNITY AND REGIONAL PLANNING ACTIVITIES (SEE ATTACHED)

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Office: 402-475-2560

[www.sendd.org](http://www.sendd.org)



**AUBURN OFFICE**  
919 Central Ave.  
Auburn, NE 68376  
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*SEND D is an Equal Opportunity Provider and Employer*

- XI. REPORT OF BOARD CHAIRPERSON
- XII. REPORT OF EXECUTIVE DIRECTOR
- XIII. NEXT MEETING
  - 1. FULL SENDD BOARD MEETING (BUSINESS MEETING AND DINNER): JUNE 20, 2024 AT 7:00 P.M. IN LINCOLN
  - 2. EXECUTIVE COMMITTEE MEETING: MAY 22, 2024 (WEDNESDAY) AT NOON IN LINCOLN
- XIV. ADJOURN

PER SECTION 84-1410 OF NEBRASKA OPEN MEETINGS ACT, THE SENDD EXECUTIVE COMMITTEE MAY GO INTO CLOSED SESSION FOR THE PURPOSES (1) FOR THE PROTECTION OF THE PUBLIC INTEREST, OR (2) FOR THE PREVENTION OF NEEDLESS INJURY TO AN INDIVIDUAL, IF SUCH INDIVIDUAL HAS NOT REQUESTED A PUBLIC MEETING.

SOUTHEAST NEBRASKA DEVELOPMENT DISTRICT  
BOARD OF DIRECTORS  
MINUTES OF THE MARCH 24, 2024 MEETING

The March 2024 Southeast Nebraska Development District (SENDD) Board of Directors occurred at SENDD’s Lincoln Office, located at 7407 O Street. Participants also participated via videoconference/teleconference pursuant to Section 84-1411 of the Nebraska Open Meetings Act.

I. CALL TO ORDER

SENDD Vice-chair Walker Zulkoski called the meeting to order at 7:00 p.m. Pursuant to Section 84-1412(8) of the Nebraska Open Meetings Act, a current copy of the Open Meetings Act was posted at the entrance of the building and was available for viewing by the public. The SENDD Board of Directors reserve the right to go into executive session in accordance with Section 84-1410.

Attendance was taken with roll call. Quorum was present.

Name	Representing	Name	Representing
Rex Nelson	UNL-Extension**	Ralph Graham	Fillmore County
Rod Reisen	Bank of Ashland	Dan Mauk	Neb City Econ. Dev.
Darrel Zabrocki	Seward County	Bob Berggren	Rose Colored Glass
Jason Esser	OPPD	Walker Zulkoski	NPAIT
Marguerite Himmelberg	SE Comm. College	Sarah Smith*	Fed. Of American Scientists
Gale Pohlmann*	Jefferson County	Lisa Hurley	York County Dev. Corp.
Daniel Grotz	York County	Kimberly Mortensen	Cornerstone Bank

\*online

\*\* retired

Others present were Tom Bliss, Ryan Bauman, Kelly Gentrup, Amanda Stutzman, Jim Warrelmann, James Owens from SENDD and Krystal Siebrandt from HBE, LLP.

II. ADOPT AGENDA

Vice-chair Zulkoski presented the March 21, 2024 amended meeting agenda. Moved by Zabrocki to approve the March 24, 2024 agenda as amended, seconded by Grotz. Vote taken by affirmation – 14 yes and 0 no. Motion carried (14-0).

III. APPROVAL OF MINUTES

Minutes from the February 28, 2024 SENDD Executive Committee meeting were distributed prior to the meeting. No corrections or additions to the meeting’s minutes were offered. Vice-chair Zulkoski called for a motion. Moved by Mauk to approve the February 28, 2024 SENDD Executive Committee meeting minutes, seconded by Hurley. Vote taken by affirmation – 14 yes and 0 no. Motion carried (14-0).

IV. TREASURER’S REPORT

1. Treasurer Mauk presented on SENDD’s month-ending January 2024, which was distributed prior to the meeting. Mauk pointed out that the financials had already been reviewed and approved at the February 2024 SENDD Executive Committee meeting. Stutzman offered additional details and noted that due to timing of the payrolls and Board meetings, the prior month’s financials would not be available for quarterly board meetings. Discussion occurred. Stutzman and Siebrandt shared the draft February financials, which were not ready for action. No action taken.
2. Gentrup presented the Quarterly Loan Report, which was distributed prior to the meeting. Vice-

chair Zulkoski called for a motion on the Loan Report. Moved by Hurley to approve the Quarterly Loan Report as presented, seconded by Mauk. Vote taken by affirmation – 14 yes and 0 no. Motion carried (14-0).

## V. COMMITTEE REPORTS

1. Personnel Committee Report: Bliss noted that Brittany McCullough was hired as a Community Development Specialist. McCullough will work in the Auburn office.
2. Budget and Finance Committee Report: The Budget and Finance Committee did not meet.

## VI. NEW BUSINESS

1. Action Item – Proposed Revised FY 23-24 Hourly Rate: Bliss presented the action item, which was distributed prior to the meeting. Discussion occurred. Vice-chair Zulkoski called for a motion. Hurley motioned to increase SENDD's FY 23-24 Hourly Rate from the current \$90/hour for members and \$120/hour for non-members to \$115/hour for members and \$145/hour for non-members, Mauk seconded. Additional discussion took place and Hurley revised her motion to \$140/hour for members and \$175/hour for non-members. Vote taken by affirmation – 14 yes and 0 no. Motion carried 14-0.

Vice-chair Zulkoski used the chair's privilege to move Old Business, #2, Action Item – HBE Proposal up on the agenda.

2. Old Business #2. Action Item – HBE Proposal: Siebrandt presented the HBE proposal, which was previously presented to the SENDD Executive Committee at the February 2024 meeting. The action item was distributed prior to the meeting. Three proposals were discussed Option 1- \$4,850 monthly, Option 2 - \$3,865 quarterly, and Option 3 – hourly. Discussion occurred. Vice-chair Zulkoski called for a motion. Mauk motioned to continue with the monthly agreement until the end of the fiscal year and then move forward with Option 2 - \$3864 per quarter, Grotz seconded. Vote taken by affirmation – 14 yes and 0 no. Motion carried 14-0.

Siebrandt left the meeting.

2. Action Item – Broadband Mapping Request for Proposals (RFP): Bliss presented the action item, which was distributed prior to the meeting. Discussion occurred. Vice-chair Zulkoski called for a motion. Mauk motioned to authorize SENDD to issue an RFP for Broadband Mapping services, seconded by Zabrocki. Vote taken by affirmation – 14 yes and 0 no. Motion carried 14-0.

## VII. OLD BUSINESS

1. Action Item – SENDD's Personnel Manual Revision: Bliss presented the action item, which was distributed prior to the meeting. Discussion occurred. Vice-chair Zulkoski called for a motion. Hurley motioned to approve SENDD's Revised Personnel Manual as written, seconded by Himmelberg. Vote taken by affirmation – 14 yes and 0 no. Motion carried 14-0.

## VIII. OTHER BUSINESS –

1. SENAHC update – Warrelmann provided the SENDD Board an update on SENAHC activities.
2. SEND, Inc. update – Gentrup provided the SENDD Board an update on SEND, Inc. activities.
3. SENDD Contracting – Warrelmann provided the SENDD Board with an update on SENDD Contracting activities.

IX. STATUS/STAFF REPORTS – Staff reports were distributed prior to the meeting.

XI. REPORT OF BOARD CHAIRPERSON

Drawing for a gift card. Grotz was the recipient of a Scheels' gift card.

XII. REPORT OF EXECUTIVE DIRECTOR

Distributed prior to the meeting.

XIII. NEXT MEETING

1. SENDD Executive Committee: Next meeting is April 24, 2024 at noon at SENDD's Lincoln office, 7407 O Street.
2. Full SENDD Board Meeting: The next Full SENDD Board meeting is June 20, 2024 at 7:00 p.m. at SENDD's Lincoln office, 7407 O Street.

XIV. ADJOURNMENT

There being no further business to come before the SENDD Board of Directors per the agenda, Vice-chair Zulkoski adjourned the meeting at approximately 8:17 p.m.

Respectfully Submitted:

Tom Bliss  
Secretary Pro Tem