

SOUTHEAST NEBRASKA DEVELOPMENT DISTRICT  
BOARD OF DIRECTORS  
MINUTES OF THE SPECIAL  
FEBRUARY 22, 2021  
MEETING

The Special February 2021 meeting of the Southeast Nebraska Development District (SENDD) Board of Directors was conducted via videoconference/teleconference pursuant to Executive Order 20-36 issued by the Governor of Nebraska and Nebraska Open Meetings Act.

I. CALL TO ORDER

SENDD Chair Kurt Bulgrin called the meeting to order at 7:01 p.m. 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 and was available for viewing by the public. The SENDD Board of Directors reserves the right to go into executive session in accordance with Section 84-1410.

Roll was taken with a roll call. Quorum was present.

Name	Representing	Name	Representing
Walker Zulkoski	NPAIT	Rick Vest	Lancaster County
Lisa Hurley	YCDC	Dan Mauk	Otoe County Econ. Dev.
Kurt Bulgrin	York County	Brook Aken	OPPD
Dave Bruning	Thayer County	Jerry Divis	Home Real Estate
Marguerite Himmelberg	Southeast Comm. Coll.	Rebecca Jewell	Non-profit - NET
Gale Pohlmann	Jefferson County	Rod Reisen	Bank of Ashland
Ken Schmieding	Seward County		

Others present were Tom Bliss, Kelly Gentrup, Kim Pham, and Jim Warrelmann.

II. ADOPT AGENDA

Chair Bulgrin presented the Special February 22, 2021 amended agenda. Moved by Mauk to approve the amended agenda as presented, seconded by Hurley. Roll call vote taken. Motion carried 13-0.

III. APPROVAL OF MINUTES

Minutes from the January 28, 2021 SENDD Executive Committee meeting were distributed prior to the meeting. No corrections or additions to the meeting's minutes were offered. Chair Bulgrin called for a motion. Moved by Schmieding to approve the January 28, 2021 minutes, seconded by Zulkoski. Roll call vote taken. Motion carried 13-0.

IV. TREASURER'S REPORT

Treasurer Mauk provided an overview of the balance sheet, profit and loss statement, and check register for the month ending January 2021. These documents were distributed prior to the meeting. Chair Bulgrin called for a motion. Moved by Divis to approve January 2021 financial statements, seconded by Pohlmann. Roll call vote taken. Motion carried 13-0.

V. COMMITTEE REPORTS

1. Personnel Committee Report: The committee did not meet. Warrelmann gave an update on SENDD's newest hire, Cole Hartgerink. Hartgerink's first day was February 17 and he will be a

Housing Program Specialist.

2. Budget and Finance Committee Report: The committee did not meet.

#### VI. NEW BUSINESS

1. Discussion Item – Partner with the Southeast Nebraska Affordable Housing Council (SENAHC) to purchase a commercial office building located at: 121 Cherry Hill Blvd., Lincoln, NE.: Bliss presented on the discussion item, which was distributed prior to the meeting. Discussion occurred. No action taken.
2. Action Item – Approve SENDD to loan SENAHC an amount not to exceed \$400,000.00 for the purchase of 121 Cherry Hill Blvd., Lincoln, NE. Loan terms with SENAHC will be discussed. Contingent upon SENAHC securing a commercial loan from a qualified lender: Gentrup presented on the action item, which was distributed prior to the meeting. The action item offered three options based on loan terms, rates, and loan amount. Discussion occurred. Chair Bulgrin called for a motion. Moved by Hurley to approve SENDD permission to loan SENAHC (Southeast Nebraska Affordable Housing Council) an amount not to exceed \$500,000 (\$400,000 for down payment and \$100,000 for renovations) with a 20-year term and 1% rate. SENAHC would make interest only payments for the first 10 years with all principal payments being deferred for 10 years (SENAHC would begin principal and interest payments starting at Month 121). SENDD would file a Second Deed of Trust with Lancaster County until the loan is completely repaid. Seconded by Pohlmann. Roll call vote taken. Motion carried 13-0.
3. Action Item – Approve SENDD to loan SENAHC an amount not to exceed \$100,000 for renovations for 121 Cherry Hill Blvd., Lincoln, NE. Loan terms with SENAHC will be discussed. Contingent upon SENAHC securing a commercial loan from a qualified lender: Warrelmann presented on the action item, which was distributed prior to the meeting. Discussion occurred. Chair Bulgrin called for a motion. Moved by Jewell to approve permission to loan SENAHC an amount not to exceed \$100,000 with a 20-year term and 1% rate. SENAHC would make interest only payments for the first 10 years with all principal payments being deferred for 10 years (SENAHC would begin principal and interest payments starting at Month 121). SENDD would file a Second Deed of Trust with Lancaster County until the loan is completely repaid. Seconded by Pohlmann. Roll call vote taken. Motion carried 13-0.
4. Action Item – Discuss/approve lease agreement with SENAHC for the space SENDD would occupy in the proposed commercial site: Bliss presented on the action item, which was distributed prior to the meeting. Discussion occurred. Chair Bulgrin called for a motion. Moved by Pohlmann to approve permission for the SENDD Building Committee to negotiate a 30-year lease with SENAHC for the area identified in the Renovation Action Item for \$2,500 per month, seconded by Himmelberg. Roll call vote taken. Motion carried 13-0.
5. Chairman Bulgrin appoint members to a Joint SENDD and SENAHC Ad Hoc Building Committee: Bliss presented on this item, which was distributed prior to the meeting. Chair Bulgrin asked for volunteers to serve on a Joint SENDD and SENAHC Ad Hoc Building Committee. Members of the committee are responsible for working with SENDD staff and making recommendations to the full SENDD Board of Directors on matters regarding the proposed site purchase. Mauk, Divis, and Zulkoski volunteered and Chair Bulgrin appointed Erich Tiemann. Chair Bulgrin called for a motion. Moved by Divis to accept the slate of nominees as presented, seconded by Hurley. Roll call vote taken. Motion carried 13-0.

6. Action Item – Permission to enter into a contract with a Staffing Agency (TBD) to assist SENDD with Bookkeeping/Payroll Responsibilities for a Period TBD: Bliss presented on the action item, which was distributed prior to the meeting. Discussion occurred. Chair Bulgrin called for a motion. Hurley motioned to grant SENDD staff permission to enter into a contract with a staffing agency to be determined to assist SENDD with bookkeeping/payroll responsibilities for a period to be determined, seconded by Divis. Roll call vote taken. Motion carried 13-0.

#### VII. OLD BUSINESS

1. Approve a Contract with Institute for Local Self-Reliance (ILSR) for \$5,000 to Provide a Broadband Webinar Series: Bliss presented on this item, which was distributed prior to the meeting. Discussion occurred. Chair Bulgrin called for a motion. Divis motioned to approve a contract with the ILSR for \$5,000 to produce a broadband webinar series, seconded by Mauk. Roll call vote taken. Motion carried 13-0.

#### VIII. OTHER BUSINESS – None

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

#### X. REPORT OF BOARD CHAIRPERSON

No report.

#### XI. REPORT OF EXECUTIVE DIRECTOR

Distributed prior to the meeting.

#### XII. NEXT MEETING

1. SENDD Executive Committee: Next meeting is February 25, 2021 at noon at a location to be determined. Chair Bulgrin opted to not hold this meeting due to its proximity to the Special February 22, 2021 SENDD Board meeting.
2. Full SENDD Board Meeting: The next Full SENDD Board meeting is March 18, 2021 in a location to be determined.

#### XIII. ADJOURNMENT

There being no further business to come before the SENDD Board of Directors per the agenda, Chair Bulgrin adjourned the meeting at approximately 8:25 p.m.

Respectfully Submitted:

Tom Bliss  
Secretary Pro Tem