

SEND D

Southeast Nebraska Development District

**SOUTHEAST NEBRASKA DEVELOPMENT DISTRICT
EXECUTIVE COMMITTEE
MAY 28, 2020 MINUTES**

The May 2020 meeting of the Southeast Nebraska Development District (SEND D)'s Executive Committee was held on May 28, 2020. The meeting took place via conference call at the posted time. The Committee met under Executive Order No. 20-03, which allows for videoconferencing or by telephone conferencing or by conferencing by other electronic communication so long as there is made available at such meeting access to members of the public and to members of the media.

A copy of the agenda was available for public inspection each workday, from 8:00 a.m. to 5:00 p.m., at the SEND D Lincoln offices – 2100 Fletcher Ave., Ste. 100, Lincoln, NE 68521.

I. Call to Order

SEND D Chair Kurt Bulgrin called the meeting to order at 12:05 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 SEND D Executive Committee reserves the right to go into executive session in accordance with Section 84-1410. The May meeting took place under Executive Order 20-03 (see above).

Roll was taken with voice roll call.

Name	Representing	Name	Representing
Kurt Bulgrin	York County	Lisa Hurley	York County Econ. Dev.
Erich Tiemann	Gage County	Dan Mauk	Otoe County Econ. Dev.
Walker Zulkoski	Gage County	Dave Bruning	Thayer County

Others present:

Tom Bliss, Kim Pham, Crystal Dunekacke, Jim Warrelmann, and Trey Ertmer

II. Adopt Amended Agenda

Chair Bulgrin presented the May 28, 2020 Amended Agenda. Moved by Hurley to approve the amended agenda, seconded by Mauk. Roll call vote occurred. Motion carried unanimously.

III. Approval of Minutes

Minutes from the April 23, 2020 SEND D Board of Directors 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 Mauk to approve the April 23, 2020 minutes, seconded by Bruning. Roll call vote occurred. Motion carried unanimously.

IV. Treasurer's Report and Financial Statement

Treasurer Mauk provided an overview of SEND D's April 2020 balance sheet, profit and loss statement and check register. These documents were distributed prior to the meeting. Chair Bulgrin called for a motion. Moved by

LINCOLN OFFICE

2100 Fletcher Ave., Ste. 100
Lincoln, NE 68521-5862
Office: 402-475-2560

www.sendd.org

HUMBOLDT OFFICE

PO Box 308
Humboldt, NE 68376
Office: 402-862-2201

SEND D

Southeast Nebraska Development District

Mauk to approve April 2020 financial statements, seconded by Tiemann. Roll call vote occurred. Motion carried unanimously.

V. Committee Reports:

- a. Personnel Committee Report: No report
- b. Budget and Finance Committee Report: Mauk met with SENDD staff to prepare a draft budget. The draft budget will be presented under New Business.

VI. New Business:

- a. Action Item – Economic Development Administration (EDA) CARES Act Recovery Assistance Application: Bliss presented on the action item, which was distributed prior to the meeting. Discussion occurred. Chair Bulgrin called for a motion. Moved by Hurley for SENDD to apply to the EDA CARES Act Recovery Assistance for \$400,000, seconded by Tiemann. Roll call vote occurred. Motion carried unanimously.
- b. Discussion Item – Draft SENDD 2020-2021 Budget: Mauk presented SENDD draft 2020-2021 budget. Bliss provided details. Discussion occurred. The Committee will meet prior to the June SENDD Board of Directors meeting to finalize the document. No action taken.
- c. Action Item – Nominating Committee: Bliss reviewed the Board seats that are scheduled to expire on June 30, 2020. Information was distributed prior to the meeting. Executive Committee members offered suggestions in the event the current board members do not want to continue serving. Bliss will reach out to them to ask if they would like to continue serving. No action taken.
- d. Action Item - Administrative Services Contracts (seven): Ertmer presented on seven proposed administrative services contracts. Information was distributed prior to the meeting. Chair Bulgrin called for a motion. Moved by Mauk to approve the seven administrative services contracts as presented, seconded by Hurley. Roll call vote occurred. Motion carried unanimously.
- e. Action Item – Investment Plan: Zulkoski, representing the NPAIT (Nebraska Public Agency Investment Trust), presented on potential investment strategies for SENDD. Discussion occurred. A resolution allowing SENDD to retain NPAIT's services will be presented at the June SENDD BOD meeting. No action was taken.

Chair Bulgrin left the meeting at 1:30 p.m.

- f. Amended Action Item – Administrative Services Contract with Lancaster County: Ertmer and Warrelmann presented on the action item. Information was distributed prior to the meeting. Discussion occurred. Vice chair Tiemann called for a motion. Moved by Mauk to approve the administrative services contract with Lancaster County, seconded by Hurley. Roll call occurred. Motion carried unanimously.

VII. Old Business:

- a. Update – Lancaster County membership: Bliss provided an update on Lancaster County's membership status.
- b. Update – EPA Brownfield Assessment grant: Bliss provided an update on the submitted EPA Brownfield Assessment grant. The grant was not funded.

LINCOLN OFFICE

2100 Fletcher Ave., Ste. 100
Lincoln, NE 68521-5862
Office: 402-475-2560

www.sendd.org

HUMBOLDT OFFICE

PO Box 308
Humboldt, NE 68376
Office: 402-862-2201

SEND D

Southeast Nebraska Development District

- c. Update – Thayer County Economic Development Alliance (TCEDA) Contract: Bliss provided an update on the TCEDA position. Interviews will take place in June.

VIII. Other Business:

- a. SENAHC update: Bliss and Warrelmann provided a SENAHC update. SENAHC submitted a countywide Purchase Rehab Resell (PRR) application and a Technical Assistance (TA) grant application.
- b. SEND, Inc. update: Ertmer offered an update on area reuse funds and Rural Workforce Housing Projects.
- c. SEND D Contracting update: Warrelmann presented an overview of the July 2019 to May 2020 SEND D Contracting Budget and Actual as well as additional SEND D Contracting opportunities.

IX. Status/Staff Reports:

- a. Community and Regional Planning Activities: No report.
- b. SERN/SET P4P Updates: SERN has been postponed until we can meet in person or develop a virtual meeting schedule.
- c. SET P4P: The SET/P4P grant project has ended. This will no longer appear on the agenda.

X. Report of Board Chairperson
No report.

XI. Report of Executive Director

Bliss thanked the staff and Board for the work and progress of SEND D as is reflected in the budget and additional opportunities for the organization. For additional information, please see attached staff reports.

XII. Next Meeting

- a. Full SEND D Board Meeting: June 18, 2020 at 6:30 P.M. (Virtually)
- b. Executive Committee Meeting: July 23, 2020 at Noon in Lincoln

XIII. Adjournment

Being no further business to come before the SEND D Executive Committee per the agenda, Vice-chair Tiemann adjourned the meeting at 1:51 PM.

Respectfully Submitted:

Tom Bliss
Secretary Pro Tem

LINCOLN OFFICE

2100 Fletcher Ave., Ste. 100
Lincoln, NE 68521-5862
Office: 402-475-2560

www.sendd.org

HUMBOLDT OFFICE

PO Box 308
Humboldt, NE 68376
Office: 402-862-2201