

SEND D

Southeast Nebraska Development District

AGENDA

SOUTHEAST NEBRASKA DEVELOPMENT DISTRICT
EXECUTIVE COMMITTEE MEETING
THURSDAY, APRIL 22, 2021
NOON AT THE SENDD LINCOLN OFFICE
2100 FLETCHER AVE., STE. 100, LINCOLN, NE 68521

PURSUANT TO EXECUTIVE ORDER 20-36 ISSUED BY THE GOVERNOR OF THE STATE OF NEBRASKA, THIS MEETING WILL BE HELD ONLINE VIA ZOOM

[HTTPS://ZOOM.US/J/99881649507?PWD=RWDHNHhUWJhIWkHOS091YMPNA0JMDZ09](https://zoom.us/j/99881649507?pwd=RWDHNHhUWJhIWkHOS091YMPNA0JMDZ09)

OR

(312) 626-6799

MEETING ID: 998 8164 9507

PASSCODE: 144971

- I. CALL TO ORDER
- II. ADOPT AGENDA
- III. APPROVAL OF MINUTES – MARCH 31, 2021 SPECIAL SENDD BOARD OF DIRECTORS MEETING
- IV. TREASURER’S REPORT
 1. CHECK REGISTRY REPORT
 2. FINANCIAL STATEMENTS
- V. COMMITTEE REPORTS:
 1. PERSONNEL COMMITTEE REPORT
 2. BUDGET AND FINANCE COMMITTEE REPORT
- VI. NEW BUSINESS:
 1. **ACTION ITEM** – PERMISSION TO APPLY FOR AN \$800,000 EDA REVOLVING LOAN FUND
 2. **ACTION ITEM** – PERMISSION TO ENTER INTO A PARTNERSHIP WITH SENAHC TO CREATE AN INTERNAL PURCHASE, REHAB, AND RESALE (PRR) PROGRAM
- VII. OLD BUSINESS:
 1. BUILDING UPDATE
 2. SENDD PROCUREMENT POLICY
 3. NUISANCE ABATEMENT
- VIII. OTHER BUSINESS:
 1. SENAHC UPDATE
 2. SEND, INC. UPDATE

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

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3. SENDD CONTRACTING

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. FULL SENDD BOARD MEETING (BUSINESS MEETING AND DINNER): JUNE 17, 2021 AT 6:30 P.M. IN LINCOLN
2. EXECUTIVE COMMITTEE MEETING: MAY 27, 2021 AT NOON IN LINCOLN

XIII. ADJOURN

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

The April 2021 meeting of the Executive Committee of the Southeast Nebraska Development District (SEND) was held at SEND's Lincoln office located at 2100 Fletcher Ave., Ste. 100, Lincoln, NE.

I. CALL TO ORDER

SEND Chair Kurt Bulgrin called the meeting to order at 12:04 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 Executive Committee reserves the right to go into executive session in accordance with Section 84-1410.

Roll was taken with a sign-in sheet. Quorum was present.

Name	Representing	Name	Representing
Walker Zulkoski	NPAIT	Erich Tiemann	Gage County (on phone)
Lisa Hurley	YCDC	Dan Mauk	Otoe County Econ. Dev.
Kurt Bulgrin	York County	Dave Bruning	Thayer County

Others present were Tom Bliss, Kelly Gentrup, Adam Hagedorn, and Jim Warrelmann.

II. ADOPT AGENDA

Chair Bulgrin presented the April 22, 2021 agenda. Moved by Zulkoski to approve the agenda as presented, seconded by Hurley. Roll call vote. Motion carried 6 yes and 0 no.

III. APPROVAL OF MINUTES

Minutes from the March 31, 2021 Special SEND Board 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 Hurley to approve the March 31, 2021 Special SEND Board Meeting minutes as presented, seconded by Zulkoski. Roll call vote. Motion carried 6 yes and 0 no.

IV. TREASURER'S REPORT

Treasurer Mauk provided an overview of the balance sheet, profit and loss statement, and check register for the month ending March 2021. These documents were distributed prior to the meeting. Chair Bulgrin called for a motion. Moved by Bruning to approve the March 2021 financial statements, seconded by Hurley. Roll call vote. Motion carried 6 yes and 0 no.

V. COMMITTEE REPORTS

1. Personnel Committee Report: No committee report; however, Adam Hagedorn introduced himself as SEND's newest Housing Program staff member. No action taken.
2. Budget and Finance Committee Report: The committee did not meet.

VI. NEW BUSINESS

1. Action Item – Permission to Apply for an \$800,000 EDA Revolving Loan Fund (RLF): Gentrup presented on the action item, which was distributed prior to the meeting. The \$800,000 EDA grant

requires a \$200,000 local match that might come from SENDD reserves. The timeframe to fully loan out the grant is three years. Discussion occurred on RLF priorities, lending area, proposed RLF guidelines. Chair Bulgrin called for a motion. Moved by Hurley to approve SENDD staff to submit an application to EDA for \$800,000 and for SENDD to provide a \$200,000 match, seconded by Zulkoski. Roll call vote. Motion carried 6 yes and 0 no.

On May 17, 2021, this motion was amended to increase the grant amount \$30,123 from \$800,000 to \$830,123. This amendment requires an additional \$7,531 in matching funds (\$207,531). The grant increase was encouraged by EDA's Denver Region Office (DRO) staff. The vote took place electronically and the motion carried 5 yes (Bruning, Bulgrin, Mauk, Hurley, Zulkoski), 0 no, and 1 not voting (Tiemann).

2. Action Item – Permission to enter into a partnership with SENAHC (Southeast Nebraska Affordable Housing Committee) to create an internal purchase, rehab, and resell (PRR) program: Warrelmann presented on the action item, which was distributed prior to the meeting. Discussion occurred. Chair Bulgrin called for a motion. Moved by Hurley to approve entering into a partnership with SENAHC to create an internal PRR program with no restrictions on income, seconded by Zulkoski. Roll call vote. Motion carried 6 yes and 0 no.

VII. OLD BUSINESS

1. Building Update – Bliss and Warrelmann provided an update on the purchase of 7407 O Street as well as the Humboldt office. Chair Bulgrin asked that a solution to the Humboldt office be presented at the May 2021 meeting. No action taken.
2. SENDD Procurement Policy: Bliss reminded SENDD Executive Committee members to review the draft procurement policies that were previously distributed. This is essential as the organization's budget grows and programs, such as the PRR become more active. No action taken.
3. Nuisance Abatement: Bliss gave an update on Nuisance Abatement services. Discussion took place on this program and the difficulties associated with it, particularly safety concerns. No official action occurred.

VIII. OTHER BUSINESS

1. SENAHC Update: Bliss provided an update on SENAHC activities.
2. SEND, Inc. Update: Bliss provided an update on SEND, Inc. activities.
3. SENDD Contracting: Warrelmann gave a report on SENDD Contracting activities.

IX. STATUS/STAFF REPORTS

1. Community and Regional Planning Activities: Staff reports were sent with board packets prior to meeting.
2. SERN Updates: Bliss gave a brief update on SERN.

X. REPORT OF BOARD CHAIRPERSON

No report.

XI. REPORT OF EXECUTIVE DIRECTOR

Distributed prior to the meeting. Bliss mentioned that SENDD had been contacted by the Department of Tourism's director, the City of Lincoln, and the Department of Health and Human Services for potential partnerships.

XII. NEXT MEETING

1. SEND Executive Committee: Next meeting is May 27, 2021 at noon at a location to be determined.
2. Full SEND Board Meeting: The next Full SEND Board meeting is June 17, 2021 a location to be determined.

XIII. ADJOURNMENT

There being no further business to come before the SEND Executive Committee per the agenda, Chair Bulgrin adjourned the meeting at approximately 1:20 p.m.

Respectfully Submitted:

Tom Bliss
Secretary Pro Tem