

South Central Economic Development District, Inc.

5:30 PM, Thursday, July 30, 2020

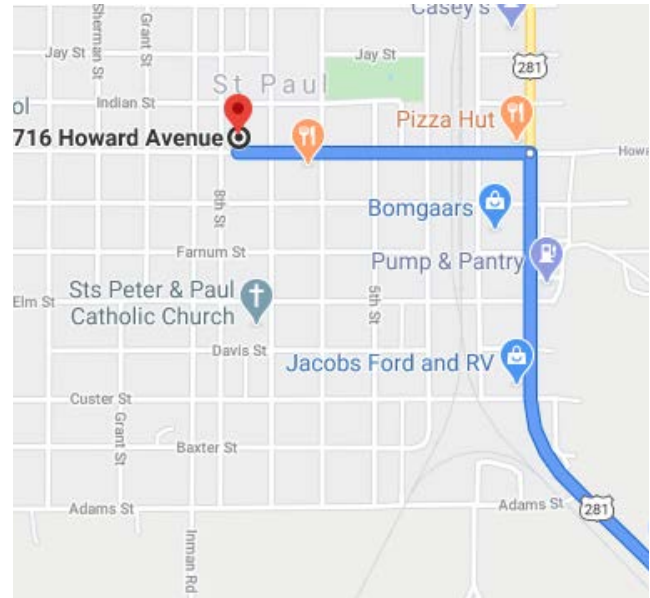
**Bed Head Coffee Company, 716 Howard Ave,
St. Paul, Howard County, NE**

***Mission:** The South Central Economic Development District exists to develop and promote a positive economic climate, which supports regional growth.*

*Our **vision** is to be the resource businesses and communities rely on for advice and connections to programs designed to help businesses grow and insure community sustainability.*

5:30 PM Board of Directors Meeting & Dinner:

- 1) Open Public Meeting Procedures
- 2) Call to Order/Roll Call
- 3) Introductions
- 4) Agenda Approval
- 5) Minutes of May 28, 2020 Meeting
- 6) Public Comment: *if commenting on an item not on the agenda, it will not be considered at this meeting*
- 7) Financial Report:
 - a. 2019 Audit
 - b. Approval of Claims
 - c. Financial Reports as of June 30, 2020
 - d. Investment Reports for RWHF & Catalyst Funds
- 8) Information Items:
 - a. Project Status Reports
 - b. Housing update
- 9) Discussion/Action Items:
 - a. Appoint Board Secretary to replace Bobby Parks
 - b. Appoint new member to Housing Committee
 - c. Appoint auditor based on received RFP's
 - d. Proceeds from Sale of Logan Street Property
- 10) Ratify contract(s):
 - a. Contract with Kearney County for Professional Services Agreement for Re-Use Fund Administration
- 11) Next Meeting: **2:30 Board Member Orientation – if interest; 3:30 PM Strategic Planning; 5:30PM Board Meeting & Meal, September 24, 2020, Kearney County, NE**
- 12) Adjourn



The South Central Economic Development District, Inc. reserves the right to go take agenda items out of order. This body may also go in to closed session if deemed necessary.

South Central Economic Development District, Inc.

5:30 PM, Thursday, July 30, 2020

Bed Head Coffee Company, 716 Howard Ave,

St. Paul, Howard County, NE

Meeting Minutes

***Mission:** The South Central Economic Development District exists to develop and promote a positive economic climate, which supports regional growth.*

*Our **vision** is to be the resource businesses and communities rely on for advice and connections to programs designed to help businesses grow and ensure community sustainability.*

The Board Meeting was called to order at 5:33 PM by Vice-President Dale Curtis. A motion was made to open the meeting by Theresa Puls, seconded by Mary Berlie, unanimous decision to start the meeting.

Open Public Meeting Procedures: Vice-President Curtis indicated the open meetings law was in effect and a copy of the law was available virtually.

Roll Call

| | | | |
|------------------------|----------------|--------------------------|----------------------------|
| Adams | Dale Curtis | Buffalo | Absent |
| Clay | Absent | Franklin | Raquel Felzien |
| Hall | Mary Berlie | Hamilton | Roger Nunenkamp (arr 6:10) |
| Harlan | Absent | Howard | Mike Coghlan |
| Kearney | Absent | Merrick | Edward Dexter (arr 5:38) |
| Nuckolls | Absent | Phelps | Theresa Puls |
| Webster | Gene Horne | Private Business | Linda Glause |
| Stkhldr Org/CCC | Marni Danhauer | Stkhldr Org/Const | Keith Dubas |

Introductions: SCEDD Executive Director, Sharon Hueftle

The **agenda** for was approved by unanimous decision.

The **minutes** of the May 28, 2020 meeting were approved by unanimous decision.

No Public Comment.

Financial Reports:

Audit: Sharon reviewed the Final Audit report with the board. Theresa Puls made a motion to approve the 2019 Audit report, seconded by Gene Horne; roll call vote provided unanimous decision.

Raquel Felzien made the motion to approve the **Claims for May 1, 2020 through June 30, 2020**; Mike Coghlan seconded the motion; roll call vote provided unanimous approval.

Ed Dexter made the motion accept the **Financial Reports as of June 30, 2020** for filing; Linda Glause seconded the motion; roll call vote provided unanimous approval.

Sharon Hueftle reviewed the current **Accounts Receivable** listing with the Board as a great deal of billing was completed after board packets were emailed. The updated A/R list was reviewed with the Board including CDBG Progress Billing, Nuisance Progress Billing, the Minden Housing Study, and the final draw from the 2018 Trust Fund grant. Accounts Receivable total as of July 30 was \$111,432.28. Additionally the EDA PPG Draw of \$17,500 and EDA CARES Act Draw of \$50,000 were received in July.

Theresa Puls made the motion to accept the **Investment Reports as of June 30, 2020** for filing; Mary Berlie seconded the motion; roll call vote provided unanimous approval.

The South Central Economic Development District, Inc. reserves the right to go take agenda items out of order. This body may also go in to closed session if deemed necessary.

Information Items:

Sharon Hueftle reviewed the **project status report** for May 1 through June 30, 2020. The **EDA CARES Act Grant** was awarded and began July 1, the scope of work and budget were shared with the board. SCEDD will be hiring new positions to fulfill the grant obligations which include technical assistance to businesses and communities impacted by COVID 19. SCEDD will also participate in the **HHS CARES Act Grant** that was awarded to the Southeast NE Economic Development District, SCEDD will work with housing entities in the region to fund landlords impacted by COVID 19.

Hueftle provided the **housing update report**: Currently the total Rural Workforce Housing Fund is available for projects. Status of projects:

- SCEDD - Logan House, Holdrege: Sold, funds repaid;
- Covenant LLC loan for Rehab, Holdrege: Sold, funds repaid;
- Beyond Blueprints loan for spec house, St. Paul: Sold, funds repaid;
- Blue Hill: SCEDD will be bringing an application to the committee for SCEDD to build a spec house.

SCEDD will be preparing and sending a request for proposals to communities in the region that would like to partner with us to bring a spec home to their town. Sharon is working with 2 contractors that have expressed an interest in building for SCEDD.

Discussion/Action Items:

Hamilton County representative Bobby Parks moved from the District she represented, causing her to resign from the Hamilton County Board; Roger Nunnekamp has been named to the SCEDD Board as the new representative. Mary Berlie made a motion to appoint Raquel Felzien to the vacant **Board Secretary** position; seconded by Linda Glause. Roger Nunnenkamp made a motion to close the nominations.

Theresa Puls volunteered to fill the vacancy on the **Housing Committee**. Being no other interested parties, Theresa was appointed to the Housing Committee.

The Board reviewed the only proposal received to provide **auditing services for 3 years**. Raquel made a motion to approve the proposal provided by AMGL, seconded by Ed Dexter. Roll call vote provided unanimous approval.

Hueftle shared that the net income from the sale of the Logan house in Holdrege would be just over \$30,000 and the agreement with the Phelps County development corporation outlined proceeds would be split 1/3 to PCDC, 1/3 to SCEDD's Rural Workforce Housing Fund, 1/3 to SCEDD to cover expenses. Linda Glause made a motion to add SCEDD's proceeds to the \$150,000 set aside for housing (outside of the RWHF). Mary Berlie seconded the motion, roll call provided unanimous approval. Coghlan and Horne left the meeting prior to this vote.

Ratify Contracts: Theresa Puls motioned to **ratify the contract** listed below; Mary Berlie seconded the motion, unanimous approval.

- Contract with Kearney County for Professional Services Agreement for Re-Use Fund Administration

Next Meeting: 2:30 Board Member Orientation – if interest; 3:30 PM Strategic Planning; 5:30PM Board Meeting & Meal, September 24, 2020, Kearney County, NE

Ed Dexter made a motion to **adjourn the meeting**, seconded by Theresa Puls; motion carried by unanimous decision. Meeting was adjourned at 7:22 PM.