

South Central Economic Development District, Inc.
Pistoleros Bar & Mexican Grill, 801 Front St, Gibbon, Buffalo County, NE
5:30PM, Thursday, January 25, 2024

***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.*

AGENDA

5:30 PM Board of Directors Meeting & Meal:



- 1) **Open Public Meeting Procedures**
- 2) **Call to Order/Roll Call and Introductions**
- 3) **Agenda Approval**
- 4) **Consent Agenda**
 - a. Minutes of November 30, 2023
 - b. Approval of Claims, November 1 – December 31, 2023
 - c. Ratify contract(s):
 - i. Bertrand 22-TFRH Service Agreement, **Housing Management**
 - ii. First State Bank and SCEDD, **Office Lease**
 - iii. State of Nebraska Department of Economic Development Rural Workforce Housing Investment Program, **Amendment** to 20-RWHF-016
 - iv. Gibbon CDBG 23-PP-003 Professional Service, **Grant Administration**
 - v. Ravenna 23-PP-004 Professional Service, **Grant Administration**
 - vi. Ravenna 23-PWI-007 Professional Service, **Grant Administration**
 - vii. Stamford CDBG 23-PP-006 Professional Service, **Grant Administration**
- 5) **Information Item:**
 - a. Affordable Connectivity Program (ACP) Update
 - b. Project Status Report
- 6) **Public Comment:** *if commenting on an item not on the agenda, it will not be considered at this meeting*
- 7) **Discussion/Action Items:**
 - a. Review/Accept Financial Reports as of December 31, 2023
 - b. Review/Accept Investment Reports as of December 31, 2023:
 - i. Rural Workforce Housing - 2017/2020 Report
 - ii. Rural Workforce Housing - 2022 Report
 - iii. Community Catalyst
 - c. Review Board Member Conflict of Interest
 - d. Consider Bonding Fiscal Officer and Executive Director
 - e. Discuss/Approve Nebraska Environmental Trust Grant Award
- 8) **Next Meeting: 5:30PM Board Meeting, Thursday, March 28, 2024, Clay, County, NE**
- 9) **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, November 30, 2023
Lochland Country Club, Hastings, Adams 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 5:40 PM by Barb Barnett.

Open Public Meeting Procedures: Barb Barnett indicated the open meetings law was in effect and a copy of the law was available in the room.

Roll Call:

Adams	Joe Patterson	Buffalo	Absent
Clay	Barb Barnett	Franklin	Absent
Hall	Becky Rother	Hamilton	Nicole SaBell
Harlan	Christian Schluntz	Howard	Laura Berthelsen
Kearney	Robert Swanson	Merrick	Edward Dexter
Nuckolls	David Mussmann	Phelps	Theresa Puls
Webster	Tricia Allen	Private Business	Linda Glause
Stkhldr Org/CCC	Absent	Stkhldr Org/Const	Absent

Introductions: SCEDD Executive Director, Sharon Hueftle

The **agenda** for this meeting was approved by unanimous vote. Ed Dexter made the motion; Theresa Puls provided the second.

The **consent agenda** for this meeting was approved by a unanimous roll call vote following a motion by Nicole SaBell and second by Ed Dexter. Consent agenda included:

- Minutes of the September 28, 2023 meeting.
- Operations Claims for September 1 through October 31, 2023 and Community Catalyst Claims for September 1, 2023 through October 31, 2023.
- Contracts Ratified:
 - Glenvil 2023 Nuisance Abatement Agreement
 - FCC Affordable Connectivity Program Grant Subcontract
 - Loan Agreement and Promissory Note, Cynthia's Bouquets and Lattes
 - Loan Agreement and Promissory Note, Covenant Investments, L.L.C – 136 Water Ave

Hueftle informed the Board about the **FCC Affordable Connectivity Program (ACP)** grant purpose and requirements. The FCC ACP program provides a \$30/month subsidy for internet service and/or a subsidy on the purchase of a device to low-income households. This funding is intended to increase enrollment in the ACP program through information and promotion. SCEDD Board will serve as the Regional Broadband Committee, convening at least five times per year to discuss strategies and receive an update on the number of households enrolled. SCEDD's quarterly goals were most recently met by promotion at the Economic Development Forum, Facebook posts, and placing brochures in each courthouse. Next quarter endeavors include inserts in municipal utility billings, and promotion in the SCEDD Annual Report.

Hueftle provided a **Project Status Report**, stating that SCEDD will be administering 6 newly awarded grants, 4 CDBG (3 planning and 1 public works), 2 Trust Fund for upper story conversion into housing, the 2024 Community Catalyst grant from Sherwood Foundation. Three grant applications are in process for communities, 2 for housing studies, 1 for infrastructure to a business park. Regarding Nuisance Abatement: Blue Hill, Clay Center, Kenesaw and Red Cloud are done for the year. The remaining 3 communities are

wrapping up. Stamford and Upland are taking steps to prepare for 2024 Nuisance Abatement, contingent upon SCEDD receiving the NE Environmental Trust grant. SCEDD has had impactful partnerships in communities through discussions and community meetings, these included discussions of housing in Clarks, Hastings and Chapman; hosting Town Halls in Axtell and Blue Hill; and taking first steps toward community surveys in Kenesaw and Superior and a housing study in Central City. SCEDD hosted an Economic Development Forum and participated in the NROC All Staff Retreat in October – both provided good conversation, information, and relationship building. An overview of the status of business and housing loans was provided. Hueftle thanked the board members that serve on committees: Investment, Business Loan, and Housing Loan, as well as Officers. These individuals provide additional commitment to the success of the District.

Public Comment: the board took a few minutes to remember Dale Curtis, 10-year Adams County representative on the SCEDD Board, who passed away in November.

Discussion/Action Items:

Following a review of the Income Statement and Balance Sheet, Joe Patterson moved to accept for filing the **10/31/2023 Financial Reports** as presented, Laura Berthelsen seconded the motion; roll call vote provided unanimous approval.

Hueftle reviewed the investment reports and members of the Investment Committee shared some of the changes made during their November meeting. Ed Dexter made a motion to accept for filing the **11/15/2023 Investment Reports** for Operations, Rural Workforce Housing, and Community Catalyst funds, Linda Glause seconded the motion; roll call vote provided unanimous approval.

Adopt Strategic Plan for 2024: Hueftle presented the Strategic Plan previously reviewed and discussed at the planning session held September 28, 2023, prior to the board meeting. Theresa Puls made the motion to adopt the 2024 Strategic Plan. Chris Schluntz seconded; unanimous approval.

Evaluation of Executive Director: Barb Barnett discussed the Evaluation of Executive Director conducted by the Executive Committee. Ed Dexter provided an overview of the evaluation, then moved to approve a 4% increase in salary for Executive Director Hueftle. Theresa Puls seconded the motion; roll call vote provided unanimous approval.

Approve 2024 Budget: Hueftle presented the 2024 proposed budget and reviewed the process of developing the budget, the assumptions utilized, and an explanation of which pending grants were not included. Joe Patterson made a motion to approve the budget as presented; including trusting the Executive Director to make vehicle changes as needed. Dave Mussmann seconded the motion; roll call vote provided unanimous approval.

Election of 2024 Officers: Hueftle stated that each of the current officers had been contacted and had agreed to continue in their role, then recommended the following slate of officers for 2024: Barb Barnett, President; Ed Dexter, Vice President; Theresa Puls, Treasurer; Raquel Felzien, Secretary. Joe Patterson moved to accept the nomination of officers seconded by Laura Berthelsen. With no other nominations from the floor, nominations ceased; unanimous vote.

The meeting was adjourned at 7:37 PM.

Next Meeting: 5:30PM Board Meeting and Meal, Thursday, January 25, 2024, Buffalo County, NE.