

NORTHEAST ECONOMIC DEVELOPMENT, INC. – NED, INC.
BOARD OF DIRECTORS MEETING
WEDNESDAY, OCTOBER 27, 2021 - 7 P.M.

City of Norfolk Offices – Training Room, 309 N. 5th St., Norfolk, NE 68701
West Point Chamber of Commerce – 200 Anna Stalp Ave., West Point, NE 68788
City of Columbus Offices – 1st Floor Mayor’s Office, 2424 14th St., Columbus, NE 68601

The President and Board of Directors reserve the right to adjourn into closed session
as per Section 84-1410 of the Nebraska Open Meetings Act.

AGENDA

- I. Call to Order:** Inform the public about the location of the Open Meetings Act and that it is accessible to the public (LB 898).
- II. Roll Call**
- III. Introduction of Guests**
- IV. Secretary’s Report**
 - A. Consideration for approval of the October 27, 2021, agenda and the October 4, 2021, special board meeting minutes.
- V. Treasurer’s Report**
 - A. Consideration for acceptance of the September 2021 Treasurer’s Report as presented.
- VI. Action Items**
 - A. Consideration to approve revised NED, Inc. HOME and NAHTF Owner-Occupied Rehabilitation (OOR) Program Guidelines.
- VII. President/Board Comments**
- VIII. Next Meeting Date:** The next Northeast Economic Development, Inc., Board of Directors meeting will be at 7 p.m. on Wednesday, November 17, 2021. The meeting will be held via conference call.
- IX. Adjournment**

Brad Albers _____ Shannon Stuchlik _____ Jerry Engdahl _____
Megan Weaver _____ Rich Jablonski _____ Jim McCarville _____

Y (In Favor of Motion) N (Against Motion) ABS (Abstain) A (Absent)

NED, Inc. Board Agenda

Object: Consideration for approval of the October 27, 2021, agenda and October 4, 2021, special board meeting minutes.

Contact Person: Thomas L. Higginbotham Jr., Executive Director

For: Action

Explanation: The October 27, 2021, agenda, has been posted on the website. The October 4, 2021, special board meeting minutes have been posted on the website.

Motion: Consideration for approval of the October 27, 2021, agenda and October 4, 2021, special board meeting minutes.

Brad Albers____ Shannon Stuchlik____ Jerry Engdahl____
Megan Weaver____ Rich Jablonski____ Jim McCarville____

Y (In Favor of Motion) N (Against Motion) ABS (Abstain) A (Absent)

IV. Secretary's Report A

NED, Inc. Board Agenda

Object: Acceptance of September 2021 Treasurer’s Report

Contact Person: Kristen Rosner, Fiscal Officer

For: Action

Background:

Northeast Economic Development, Inc.’s (NED, Inc) September 2021 Statement of Financial Position and the Statement of Revenues and Expenditures that reflect the monthly Budget, Actual and Budget Variance. Also stated is the Fiscal Year 2022 Budget for the nonaccrual accounts, July 1, 2021, through June 30, 2022, Actual, Budget Variance so far this fiscal year and Percent of the fiscal year 2022 Budget remaining.

Explanation:

Additional Information:

Business Loan Principal Received	44,425.87
Housing Rehab Principal Received	48,091.87
Direct Homebuyer Assistance (DHA) Principal Received	21,090.00
Business Loan Disbursements	-
Housing Rehab Loan Disbursements (2 homes)	11,766.67
Direct Home Buyer Assistance Loan Disbursements (1 home)	30,000.00

Housing Rehab Loan Payoffs:

Client #101581, \$24,635.93
Client #101548, \$18,717.26

DHA Loan Payoffs:

Client #04714, \$20,000

NED, Inc. Reuse Funds Available for Lending:

Owner-Occupied Rehabilitation (HOME & Trust): \$757,570
Direct Home Buyer Assistance (HOME & Trust): \$118,558
Business Revolving Loan Funds (All Sources): \$2,98,597

Motion: Consideration for acceptance of the September 2021 treasurer’s report as presented.

Brad Albers____ Shannon Stuchlik____ Jerry Engdahl____
Megan Weaver____ Rich Jablonski____ Jim McCarville____

Y (In Favor of Motion) N (Against Motion) ABS (Abstain) A (Absent)

V. Treasurer’s Report A

NED, Inc.
Statement of Financial Position - Unposted Transactions Included In Report
As of 09/30/2021

	<u>Current Period Balance</u>
Assets	
General Cash	
Cash in Bank-BF #1695334	1,524.27
Business RLF Cash	
IRP Loan Fund-BankFirst 7884171	65,452.78
RLF-BankFirst 7884203	53,124.78
IRP Loan Loss Reserve-BankFirst 7884195	12,346.35
RBEG Loans-BankFirst 7884203	89,158.35
RMAP Loan Fund-BankFirst #7898549	57,613.73
IRP #2 Loan Fund-Bank First #7898560	336,186.69
RMAP LLR Fund-BankFirst #8571	14,367.63
NE Micro Loan Fund #1 BF 7911287	184,268.15
BF NDO Defederalized	1,552,782.51
NE Micro Loan Fund #2 BF 7911287	18,826.00
NE Micro Loan Fund #3 BF 7911287	64,242.65
#7884195 - IRP #2 Loan Loss Reserve	23,228.60
NE Micro Loan Fund #4 BF 7911287	68,826.06
NE Micro Loan Fund #5 BF 7911287	8,116.14
Housing Cash	
Trust DHA - EVB 3035418	42,895.24
HOME Rehab-BankFirst 7858547	249,678.84
Trust Rehab Pinnacle 4400292230	131,670.55
HOME DHA - EVBT 3067890	75,662.80
HOME Rehab Pinnacle 4400292249	117,960.72
Trust Rehab BF 7930372	146,036.24
HUD/NENEDD Rehab BankFirst 7930383	112,223.97
Business RLF Notes Receivable	
Business RLF Notes Receivable	28,645.17
Business IRP Notes Receivable	203,267.41
IRP #2 Notes Receivable	382,507.86
NDO Business Notes Receivables	4,194,811.38
RMAP Business Notes Receivable	224,222.42
NE Micro Loan Receivable	790,345.25
Housing Notes Receivable	
DPA Notes Receivable	2,120,629.10
Regional Rehab Notes Receivable	1,015,405.93
Fixed Assets	
Furniture and Equipment	2,250.00
Accumulated Depreciation	(2,250.00)
Allowance for Uncollectibles	
Allowance for uncollectable losses	(3,232,284.33)
Total Assets	9,153,743.24
Liabilities	
Accounts Payable	
Accounts Payable	25,875.13
Notes Payable	
RMAP Loan Payable	284,842.83
IRP Loan Payable	165,119.85
IRP #2 Loan Payable	572,561.95
Total Liabilities	1,048,399.76
Net Assets	
Other	8,105,343.48

NED, Inc.
Statement of Financial Position - Unposted Transactions Included In Report
As of 09/30/2021

	<u>Current Period Balance</u>
Total Net Assets	<u>8,105,343.48</u>
Total Net Assets and Liabilities	<u>9,153,743.24</u>

NED, Inc.

**Statement of Revenues and Expenditures - Unposted Transactions Included in Report
From 09/01/2021 Through 09/30/2021**

	Current Period Budget	Current Period Actual	Current Period Budget Variance	Total Budget - Original	Current Year Actual	Total Budget Variance	Percent Total Budget Remaining
Revenues							
405 Bad Debt Recovery	3,916.66	20,000.00	16,083.34	47,000.00	91,800.00	44,800.00	95.32%
421 Housing Mgmt Rev	1,200.00	0.00	(1,200.00)	14,400.00	5,418.92	(8,981.08)	(62.37)%
424 Direct Homebuyer Assistance Loan Contribution	0.00	0.00	0.00	0.00	45,415.00	45,415.00	0.00%
427 General Admin Rev	800.00	0.00	(800.00)	9,600.00	0.00	(9,600.00)	(100.00)%
428 DHA Loan Processing Fee	199.16	953.50	754.34	2,390.00	1,431.50	(958.50)	(40.10)%
439 CDBG ED NDO RLF Contributions	20,833.33	0.00	(20,833.33)	250,000.00	0.00	(250,000.00)	(100.00)%
440 Local RLF Contributions	7,635.00	0.00	(7,635.00)	91,620.00	0.00	(91,620.00)	(100.00)%
442 Microenterprise Lending Program Contributions	15,000.00	0.00	(15,000.00)	180,000.00	149,500.00	(30,500.00)	(16.94)%
443 USDA RMAP TA Funds	3,416.66	0.00	(3,416.66)	41,000.00	1,893.75	(39,106.25)	(95.38)%
444 Business Loan Closing Revenue	250.00	0.00	(250.00)	3,000.00	500.00	(2,500.00)	(83.33)%
451 Business Loan Interest	10,833.33	14,787.36	3,954.03	130,000.00	45,952.37	(84,047.63)	(64.65)%
452 Loan Late Fees	116.66	105.57	(11.09)	1,400.00	126.71	(1,273.29)	(90.95)%
453 Business Loan Processing Fee	500.00	816.00	316.00	6,000.00	1,436.00	(4,564.00)	(76.07)%
454 Annual Servicing Fees	1,000.00	1,863.85	863.85	12,000.00	2,912.55	(9,087.45)	(75.73)%
471 HO Rehab Interest	666.66	723.58	56.92	8,000.00	2,012.65	(5,987.35)	(74.84)%
490 Interest Income	916.66	754.31	(162.35)	11,000.00	2,282.82	(8,717.18)	(79.25)%
Total Revenues	67,284.12	40,004.17	(27,279.95)	807,410.00	350,682.27	(456,727.73)	(56.57)%
Expenditures							
523 Office Supplies	16.66	0.00	16.66	200.00	0.00	200.00	100.00%
543 Bank Fees	8.33	20.00	(11.67)	100.00	75.00	25.00	25.00%
548 Loan Closing Expense	8.33	0.00	8.33	100.00	2,130.96	(2,030.96)	(2,030.96)%
549 Housing Admin	1,200.00	1,527.25	(327.25)	14,400.00	5,793.90	8,606.10	59.76%
553 General Admin	800.00	135.00	665.00	9,600.00	345.00	9,255.00	96.41%
561 Audit Fees	572.08	0.00	572.08	6,865.00	0.00	6,865.00	100.00%
573 Loan Interest Expense	1,083.33	394.47	688.86	13,000.00	1,459.80	11,540.20	88.77%
574 NENEDD Management Exp	18,750.00	17,969.58	780.42	225,000.00	50,049.03	174,950.97	77.76%
580 Loans Written Off	12,083.33	30,000.00	(17,916.67)	145,000.00	76,400.00	68,600.00	47.31%
584 Rehab Loans Forgiven	5,500.00	2,353.89	3,146.11	66,000.00	7,061.67	58,938.33	89.30%
Total Expenditures	40,022.06	52,400.19	(12,378.13)	480,265.00	143,315.36	336,949.64	70.16%
Total Revenues Over (Under) Expenditures	27,262.06	(12,396.02)	(39,658.08)	327,145.00	207,366.91	(119,778.09)	(36.61)%

NED, Inc. Board Agenda

Object: Recommendation to approve revised NED, Inc. HOME and NAHTF Owner-Occupied Rehabilitation (OOR) Program Guidelines

Contact Person: Mandy Gear

For: Action

Background: Program guidelines provide the outline for all rules and regulations that applicants and processors follow for successful project implementation.

Explanation: Per DED guidance, program guidelines should be reviewed annually and are required to include all items listed on a checklist they provide. Two revisions have been made to the most recent NED, Inc. HOME and NAHTF OOR guidelines as described below.

1. Deletion of counties we no longer serve – Dakota, Washington, Rural Douglas
2. Addition of radon mitigation policy as indicated below:

3.5 Radon Mitigation Policy

Program participants shall receive, as part of their application packet a copy of the EPA brochure on radon entitled “A Citizen’s Guide to Radon”. The receipt of this brochure by the program participant shall be documented by signature of the homebuyer on the “Radon – Healthy Homes” form included in the application packet. A map of the State of Nebraska listing area agencies contact information will also be included in the brochure “A Citizen’s Guide to Radon”.

Motion: Consideration for approval of revised NED, Inc. HOME and NAHTF OOR Program Guidelines

Brad Albers_____ Shannon Stuchlik_____ Megan Weaver_____
Jerry Engdahl_____ Rich Jablonski_____ Jim McCarville_____

Y (In Favor of Motion) N (Against Motion) ABS (Abstain) A (Absent)

VI. Action Items A