

**OMAHA-COUNCIL BLUFFS METROPOLITAN AREA PLANNING AGENCY
BOARD OF DIRECTORS REGULAR MEETING**

Minutes
August 31, 2016

The Board of Directors met at the MAPA offices, 2222 Cuming Street, Omaha. Chairwoman Sanders called the meeting to order at 1:30 p.m.

A. ROLL CALL/INTRODUCTIONS

Members/Officers

Present

| | |
|------------------------------------|---|
| Patrick Bloomingdale | MAPA Secretary/Treasurer, Douglas County |
| Ben Gray | Omaha City Council |
| Ron Kohn | IA Small Cities/Counties Representative (Mills County Board of Supervisors) |
| Tom Richards | Sarpy County Commissioner |
| Rita Sanders | Mayor, City of Bellevue |
| Jean Stothert (arrived @1:35 p.m.) | Mayor, City of Omaha |

Members/Officers Absent

| | |
|-------------|---|
| Clare Duda | Douglas County Commissioner |
| Tom Hanafan | Pottawattamie County Board of Supervisors |
| Doug Kindig | NE Small Cities/Counties Representative (Mayor, City of La Vista) |
| Matt Walsh | Mayor, City of Council Bluffs |

Guests

| | |
|-------------|-----------------|
| John Yochum | City of Ralston |
|-------------|-----------------|

MAPA Staff

| | | | |
|---------------|--------------------|----------------|-------------------|
| Court Barber | Christina Brownell | Sue Cutsforth | Lynn Dittmer |
| Melissa Engel | Michael Felschow | Mike Helgerson | Karna Loewenstein |
| Patti McCoy | Megan Walker | Greg Youell | |

Chairwoman Sanders requested approval from the Board of Directors to amend the agenda to add an additional item under Item I: Additional Business – 2040 Long Range Transportation Plan (LRTP) Amendment #4 Public Comment Period.

MOTION by Bloomingdale, SECOND by Gray to approve the amendment to the agenda with the addition of Item I: 2040 Long Range Transportation Plan (LRTP) Amendment #4 Public Comment Period.

AYES: Bloomingdale, Gray, Kohn, Richards, Sanders

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

B. APPROVAL OF THE MINUTES of the July 28, 2016 meeting – (Action)

MOTION by Gray, SECOND by Kohn to approve the minutes of the July 28, 2016 meeting of the Board of Directors.

AYES: Bloomingdale, Gray, Kohn, Richards, Sanders

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

Approved by _____
Patrick Bloomingdale, Secretary/Treasurer

C. APPROVAL OF FINANCE COMMITTEE MINUTES AND REPORT – (Action)

Mr. Patrick Bloomingdale reported that the Finance Committee met on August 17, 2016 and approved bills for July, reviewed June financial statements and approved contract payments. Items were forwarded to the Board of Directors for approval.

MOTION by Richards, SECOND by Gray to approve the minutes of the August 17, 2016 Finance Committee meeting.

AYES: Bloomingdale, Gray, Kohn, Richards, Sanders

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

D. AGENCY REPORTS

1. Monthly Report – (Info)

Mr. Greg Youell provided an update to the Board on MAPA activities for the month of August. The Little Steps Big Impact program is traveling to schools in the area to teach grade school classes about air quality and the impacts of ground-level ozone. Classes are given hand-held monitors that detect ozone levels which they use to monitor during student pick up times. An event was held on August 18th at the Mall of the Bluffs to celebrate the signing of the Traffic Incident Management Memorandum of Understanding (MOU). Some MAPA staff members participated in a public participation workshop that was sponsored by the Douglas County Health Department. Mr. Youell and Ms. Loewenstein attended a half-day workshop that was held for senior level staff and a full five-day training was held for staff in June and August. Mr. Youell along with Jeff Spiehs and Zack Mannheimer will be on KETV's Chronicle show on Sunday, September 3rd to talk about walkable communities. Mr. Youell acknowledge two staff members, Patti McCoy and Lynn Dittmer for 10 years of service at MAPA.

2. Heartland 2050 Report – (Info)

Ms. Karna Loewenstein provided an update to the Board on Heartland 2050 (H2050) activities. The Summer Summit was a success and there were 315 in attendance. There were 80 attendees at the reception the night before and a luncheon was held at City Hall in Omaha after the Summit with representatives from the City of Omaha, Douglas County and Mr. Speck in attendance. Ms. Loewenstein announced that H2050 would be kicking off the first of the Speaker Series in September with Mr. Zach Mannheimer. Mr. Mannheimer was instrumental in starting the Des Moines Social Club. The event will include walkability and begins with check-in at No More Empty Cups on 10th Street and will include a 0.7 walk to Bancroft Street Market with interactive happenings along the way. Upon arriving at the Market, registered attendees will have a \$5 voucher for food trucks and two drink tickets at check in. Mr. Mannheimer will then speak to the group about the H2050 project. Staff is planning a learning visit to Salt Lake City, October 19 – 21. A team of 20 people will get to see and experience Salt Lake City's robust transit system and get a first-hand look at a successful regional planning effort, Envision Utah.

3. Conflict of Interest Statement – Jennifer Taylor, Assistant City Attorney of the City of Omaha

Ms. Taylor presented the Conflict of Interest Disclosure Form to the Board of Directors. Ms. Taylor's presentation was to provide an explanation to the Board of the concept of "Conflict of Interest" and to answer any questions regarding the disclosure form and participation on the Board. Two things that should be considered when looking at conflict of interest is that whether or not the representative, as a member of the Board or agency, has a personal or financial interest in a contract or a business that has a contract that is coming before the Board for a vote. Conflict of interest is not whether or not the board member has an interest that is representative of the official's city government or branch of government that is shared with the public as a whole. Conflict of interest is whether or not the individual themselves has an interest in a business (or a family member has an interest in a business) that would personally or financially benefit from an award of a contract for goods or services from the agency. If that is the case, then the member would need to disclose the conflict and likely recuse themselves from deliberations or voting on any award for a contract. Ms. Taylor stated that if you feel as if you have a conflict, at the very least, you should disclose it. If you have a question as

to whether or not you have a conflict and whether or not you should disclose, you should at least ask someone. If it is something that cannot be determined by the legal department through the state statutes, a request will then be sent to the Professional Accountability Disclosure Commission and they will give an opinion. It was requested by the agency that all Board Members review the "Conflict of Interest Guidance Document" found on the NDOR website and the conflict of interest laws listed in the "Public Accountability and Disclosures Act". Section 49-1401 to 1444 are the definitions in that act and would assist in determining whether or not someone qualifies as a Public Official. Section 49-1493 to 14,104 list the conflict of interest statutes.

E. PUBLIC COMMENT –

None.

F. CONSENT AGENDA –

1. Contract Final Payments –

- a. Douglas County GIS - \$21,453.27
- b. The New BLK - \$7,560.00
- c. TripSpark - \$13,536.00
- d. Metro - \$22,422.90
- e. Black Hills Works – not to exceed \$8,729.00

2. Contract Amendments – Black Hills Works – Increase to \$56,166 (a \$5,000 increase)

MOTION by Richards, SECOND by Stothert to approve all items listed on the Consent Agenda.

AYES: Bloomingdale, Gray, Kohn, Richards, Sanders, Stothert

NAYS: None.

ABSTAIN: None.

MOTION CARRIED

G. OLD BUSINESS

1. Sarpy County Sewer Study – (Action)

Mr. Greg Youell presented to the Board for approval of \$10,000 support towards the Sarpy County Sewer Study. The first phase of the study is complete and they are now looking at moving forward with the second phase of the study. Mr. Youell mentioned that there have been some questions as to whether or not the 2nd Phase of the study will move forward and noted that MAPA will not release the funds until the agency knows with certainty that the 2nd phase is moving forward.

MOTION by Gray, SECOND by Stothert to approve \$10,000 of support to the Sarpy County Sewer Study.

AYES: Bloomingdale, Gray, Kohn, Richards, Sanders, Stothert

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

2. 2040 Long Range Transportation Plan (LRTP) Amendment #3 – (Action)

Mr. Helgeson presented amendment LRTP Amendment #3 to the Board for approval. The amendment includes changes to 8 NDOR projects and one City of Omaha project.

MOTION by Kohn, SECOND by Stothert to approve LRTP Amendment #3.

AYES: Bloomingtondale, Gray, Kohn, Richards, Sanders, Stothert
NAYS: None.
ABSTAIN: None.
MOTION CARRIED.

3. FY 2016 – 2017 Transportation Improvement Program (TIP) Amendment #13 –

Mr. Mike Helgeson presented the FY 2016 – 2019 TIP amendment #13 to the Board for approval. The amendment will ensure that the changes listed in the LRTP are listed in the TIP to ensure the documents are consistent. There is an additional change to 2014 Omaha Resurfacing Package, this project was paid for with local funds in 2014. The city resurfaced a number of federal-aid eligible roadways making them eligible for reimbursement at a later date when funding was available. There is funding available at this time so those funds will be provided to the City of Omaha.

MOTION by Gray, SECOND by Stothert to approve the FY 2016 – 2019 Transportation Improvement Program (TIP) Amendment #13.

AYES: Bloomingtondale, Gray, Kohn, Richards, Sanders, Stothert
NAYS: None.
ABSTAIN: None.
MOTION CARRIED.

4. Purchasing Procedure Policy –

Mr. Youell presented the updated Purchasing Procedure Policy to the Board for approval. MAPA worked with Douglas County to better distinguish competitive bidding and the purchase of 'goods and non-professional services' versus 'professional services'.

MOTION by Richards, SECOND by Gray to approve amended Purchasing Procedure Policy.

AYES: Bloomingtondale, Gray, Kohn, Richards, Sanders, Stothert
NAYS: None.
ABSTAIN: None.
MOTION CARRIED.

H. NEW BUSINESS

1. Travel – (Action)

Mr. Youell presented to the Board for approval a travel request for a team of 20 to travel to Salt Lake City, Utah in October for the Heartland 2050 project. The agency would contribute \$5,000 from transportation funds and the remaining \$25,000 would come from the Peter Kiewit Foundation and Iowa West Foundation grants.

MOTION by Kohn, SECOND by Stothert to approve travel to Salt Lake City, Utah.

AYES: Bloomingtondale, Gray, Kohn, Richards, Sanders, Stothert
NAYS: None.
ABSTAIN: None.
MOTION CARRIED.

I. ADDITIONAL BUSINESS

1. Long Range Transportation Plan (LRTP) Amendment #4 – (Action)

Ms. Megan Walker presented to the Board for approval LRTP Amendment #4 to go to a 30-day public comment period.

MOTION by Gray, SECOND by Kohn to approve the LRTP Amendment 30-day public comment period.

AYES: Bloomingdale, Gray, Kohn, Richards, Sanders, Stothert

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

J. DISCUSSION

None.

K. ADJOURNMENT

Chairwoman Sanders adjourned the meeting at 2:05 p.m.