

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

Minutes  
April 26, 2018

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

**A. ROLL CALL/INTRODUCTIONS**

Members/Officers Present

Patrick Bloomingdale	MAPA Secretary/Treasurer, Douglas County
Clare Duda	Douglas County Commissioner
Tom Hanafan (Vice-Chair)	Pottawattamie County Board of Supervisors
Doug Kindig	NE Small Cities/Counties Representative (Mayor, City of La Vista)
Gary Mixan	Sarpy County Commissioner
Vinny Palermo	Omaha City Council
Troy Anderson (rep. Mayor Jean Stothert)	Deputy Chief of Staff, City of Omaha
Carol Vinton	IA Small Cities/Counties Representative (Mills County Board of Supervisors)

Members/Officers Absent

Rita Sanders (Chair)	Mayor, City of Bellevue/Chair
Matt Walsh	Mayor, City of Council Bluffs

MAPA Staff

Court Barber	Christina Brownell	Sue Cutsforth	Melissa Engel
Mike Helgersen	Katie Preister	Greg Youell	Alex Zuniga

**B. LAPTOP DEMO – (Info)**

Ms. Melissa Engel provided a demo of the new laptops that the Board will now be using during Board of Directors meetings. Meeting materials will no longer be provided in paper.

**C. APPROVAL OF THE MINUTES of the March 29, 2018 meeting – (Action)**

MOTION by Duda, SECOND by Vinton to approve the minutes of the March 29, 2018 meeting of the Board of Directors.

AYES: Anderson, Duda, Hanafan, Kindig, Mixan, Palermo, Vinton

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

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

Mr. Patrick Bloomingdale reported that the Finance Committee met on April 18, 2018 and approved bills for March, reviewed February financial statements and approved contract payments. Items were forwarded to the Board of Directors for approval.

MOTION by Duda, SECOND by Kindig to approve the minutes of the April 18, 2018 Finance Committee meeting.

AYES: Anderson, Duda, Hanafan, Kindig, Mixan, Palermo, Vinton

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

Approved by \_\_\_\_\_  
Patrick Bloomingdale, Secretary/Treasurer

E. AGENCY REPORTS & PRESENTATIONS – (Info)

1. Agency Reports –

a. Executive Director's Report - Greg Youell, Executive Director

Mr. Youell provided an update to the Board on MAPA activities for the month of March including the introduction of MAPA's new HR Manager, update on transportation items, Smart Cities and Long-Range Planning, State Legislatures, county population updates, EDA Agreement, Blair Workforce Housing Application, update on transportation studies and Heartland 2050.

F. PUBLIC COMMENT –

None.

G. CONSENT AGENDA – (Action)

The Board considered Consent Agenda items listed below for approval.

1. Contract Amendment – JLUS Amendment – Extension of Time to 8/31/18 and Budget Amendment
2. Final Contract Payment – Douglas County GIS - \$19,600.29
3. New Contract – Pottawattamie County CITIES Administration Cities of: Carson and Hancock - \$5,000.00

MOTION by Duda, SECOND by Vinton to approve all items listed on the Consent Agenda.

AYES: Anderson, Duda, Hanafan, Kindig, Mixan, Palermo, Vinton

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

H. OLD BUSINESS

1. FY 2018 Transportation Improvement Program (TIP) Amendment #6 – (Action)

Mr. Barber presented to the Board for approval the FY 2018 TIP Amendment #6. Revisions include updates to the FY2018 MAPA TIP document; reprogramming of funds for the Sign Management Inventory Project and updates to three City of Omaha projects: 132<sup>nd</sup> at West Center Road Safety Project, Western Douglas County Trail Phase 1, and North Downtown Riverfront Pedestrian Bridge.

MOTION by Mixan, SECOND by Kindig to approve the FY 2018 TIP Amendment #6.

AYES: Anderson, Duda, Hanafan, Kindig, Mixan, Palermo, Vinton

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

2. 2040 Long Range Transportation Plan (LRTP) Amendment #7 – (Action)

Mr. Barber presented to the Board for approval the 2050 Long Range Transportation Plan (LRTP) Amendment #7 to go to a 30 day public comment period.

MOTION by Duda, SECOND by Vinton to approve the 2040 LRTP Amendment #7 to go to a 30 day public comment period.

AYES: Anderson, Duda, Hanafan, Kindig, Mixan, Palermo, Vinton

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

3. FY 2018 Budget Amendment – (Action)

Mr. Youell presented to the Board for approval the FY 2018 Budget Amendment. The amendment includes changes to funding for the LRTP consultant support; updates for funding that was not received for the foundation; increases for the aerial photography contracts; and other minor adjustments.

MOTION by Duda, SECOND by Vinton to approve the FY 2018 Budget Amendment.

AYES: Anderson, Duda, Hanafan, Kindig, Mixan, Palermo, Vinton

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

I. NEW BUSINESS

1. New Contracts – Nebraska Environmental Trust - \$55,000 – (Action)

Mr. Youell presented to the Board for approval the new contract with the Nebraska Environmental Trust for the Little Steps Big Impact Air Quality Program.

MOTION by Duda, SECOND by Vinton to approve the new contract with the Nebraska Environmental Trust.

AYES: Anderson, Duda, Hanafan, Kindig, Mixan, Palermo, Vinton

NAYS: None.

ABSTAIN: Walsh

MOTION CARRIED.

2. Draft FY 2019 Budget – (Action)

Mr. Youell presented to the Board for approval the Draft FY 2019 Budget items listed below. The final budget items will come to the Board for approval in May.

- a. Preliminary Funds Budget
- b. Preliminary Line Item Budget
- c. Preliminary Program Budget
- d. Draft FY 2019 Work Program / UPWP

MOTION by Duda, SECOND by Kindig to approve the Draft FY 2019 Budget.

AYES: Anderson, Duda, Hanafan, Kindig, Mixan, Palermo, Vinton

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

3. Transportation Improvement Plan (TIP) Administrative Fee –

Mr. Youell provided a summary to the Board of the TIP fee that explains what is being proposed and why. The TIP fee is 1% of the federal amount on federal-aid projects that are STBG funded and for TAP projects. MAPA is funded by County dues and Mr. Youell provided data on where MAPA's dues rank in comparison to other similar MPO's and Regional Councils.

a. Interlocal Agreement Amendment – (Action)

Mr. Youell presented to the Board for approval the Interlocal Agreement Amendment. The amendment includes clerical changes, the TIP Fee and a provision regarding county withdrawals. With approval from the Board, this amendment will go to the Council of Officials for approval. Note there was discussion regarding Agenda Item I.3.b prior to the motion, second and voting taking place for this item.

MOTION by Duda, SECOND by Kindig to approve the Interlocal Agreement Amendment.

Prior to roll call vote, Duda clarified whether or not his suggested amendment to the TIP Fee Policy Statement regarding the Executive Directors ability to extend the TIP Fee payment terms out over two years would need to be included in the Interlocal Agreement Amendment. Mr. Youell stated that it would not need to be included in the Interlocal Agreement Amendment. Additional discussion continued regarding Item I.3.b. Vice-Chair Hanafan asked the Board Secretary to read back the motion and second for Item I.3.a, asked for any additional questions or discussion for this item, there were none. Vice-Chair Hanafan called for a roll-call vote.

AYES: Anderson, Duda, Hanafan, Kindig, Mixan, Palermo, Vinton

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

b. TIP Fee Policy Statement– (Action)

Mr. Youell presented to the Board for approval the TIP Policy Statement. Mr. Youell explained that Bennington has submitted a comment regarding their 156<sup>th</sup> Street project and the potential TIP Fee expense of approximately \$20,000 should the TIP Fee be approved. Bennington has requested a waiver of the fee. Mr. Youell suggested to the City of Bennington that rather than waive the fee, would the City be willing to pay \$10,000 and pay it over 2 years as a one-time exception and the Bennington City Council agreed that would be acceptable. Mr. Youell stated that he has also discussed with Douglas County the potential to spread out the fee for the 180<sup>th</sup> Street Project over 2 years considering the size and cost of the project.

Duda moved for the approval of the TIP Fee Policy Statement. No second. Discussion continued.

Palermo and Duda asked for clarification around the new position within the transportation department that would be funded by this TIP fee. Mr. Youell stated that much of the duties would be related with acting as a liaison between the cities/counties and state/federal partners. [Note – During this portion of the discussion the Board Secretary asked for clarification regarding Duda's previous motion. Vice-Chair Hanafan requested a motion/second for Item I.3.a]. Anderson stated that he would like to table Item I.3.b until we have clarification around Bennington's request and the ability for the Executive Director to extend the payment terms out to two years. Discussion continued. The Board discussed tabling this item until the May meeting and would like to see in writing the proposed amendment regarding the ability of the Executive Director to extend payment terms out to two years and separately address the request from the City of Bennington.

MOTION by Duda, SECOND by Kindig to table item I.3.b – TIP Policy Statement.

AYES: Anderson, Duda, Hanafan, Kindig, Mixan, Palermo, Vinton

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

4. 2019 Annual Authorization Resolution – (Action)

Mr. Youell presented to the Board for approval the 2019 Annual Authorization Resolution.

MOTION by Palermo, SECOND by Vinton to approve the 2019 Annual Authorization Resolution.

AYES: Anderson, Duda, Hanafan, Kindig, Mixan, Palermo, Vinton

NAYS: None.

ABSTAIN: None.

MOTION CARRIED.

J. ADDITIONAL BUSINESS

None.

K. DISCUSSION

None.

L. ADJOURNMENT

MOTION by Kindig to Adjourn. Vice-Chair Hanafan adjourned the meeting at 2:40 p.m.